

Buffalo Urban Development Corporation

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Buffalo Urban Development Corporation Real Estate Committee Meeting

Thursday, July 20, 2023 at 12:00 p.m.
95 Perry Street, 4th Floor Vista Room

Agenda

- 1) Approval of Minutes – Meeting of June 15, 2023 (*Approval*) (*Enclosure*)
- 2) Northland Beltline – Community Outreach - Marketing Services Agreement (*Approval*) (*Enclosure*)
- 3) Northland Beltline Corridor - (*All Are Information Items Except 3a*)
 - a) Northland Central – Northland Workforce Training Center Proposed Lease (*Recommend Approval by Board*)
 - b) Northland Central – Phase I Construction Additional HVAC Work Claim Update
 - c) Northland Corridor – Tenant & Property Management Updates
 - d) Northland Corridor – Build Back Better Challenge Grant A&E, Inspection and Grant Administration Services Update
 - e) Northland Corridor – 631 Northland A&E, Inspection and Grant Administration Services RFP
- 4) Buffalo Lakeside Commerce Park - (*All Are Information Items*)
 - a) Buffalo Lakeside Commerce Park Property Owners Association
 - b) Zephyr Compliance
 - c) 80, 134, 158 and 200 Ship Canal Parkway Update
 - d) 193 Ship Canal Parkway Update
- 5) Executive Session
- 6) Adjournment (*Approval*)

**Minutes of the Meeting
of the
Real Estate Committee
of
Buffalo Urban Development Corporation**

**95 Perry Street
Buffalo, New York
June 15, 2023
12:00 p.m.**

Committee Members Present:

Scott Bylewski
Elizabeth A. Holden
Brendan R. Mehaffy
Kimberley A. Minkel, Chair

Committee Members Absent:

Janique S. Curry
Thomas A. Kucharski
Dennis M. Penman

Officers Present:

Brandye Merriweather, President
Rebecca Gandour, Executive Vice President
Mollie Profic, Treasurer
Kevin J. Zanner, Secretary
Atiqa Abidi, Assistant Treasurer

Guests Present: Alexis M. Florczak, Hurwitz Fine P.C.; Thomas Mancuso, Mancuso Business Development Group; Antonio Parker, BUDC Project Manager; and Aaron Schauger, LaBella Associates.

Roll Call: The meeting was called to order at 12:07 p.m. A quorum of the Committee was not present. Informational items 2(a), (b) and (c) were presented first. Mr. Mehaffy joined the meeting during the presentation of item 2(c), at which time a quorum of the Committee was present.

1.0 Approval of Minutes – Meeting of April 20, 2023 – The minutes of the April 20, 2023 Real Estate Committee meeting were presented. Ms. Holden made a motion to approve the meeting minutes. The motion was seconded by Mr. Mehaffy and unanimously carried (4-0-0).

2.0 Northland Beltline Corridor

(a) Northland Central – Phase I Construction Additional HVAC Work Claim Update

Mr. Zanner reported that counsel has prepared an initial litigation budget and will be meeting with staff to review the budget.

(b) Northland Corridor – Tenant & Property Management Updates – Mr. Mancuso

presented the Northland Corridor tenant and property management updates. The Northland Workforce Training Center has expressed interest in the space previously occupied by SparkCharge. The Training Center is preparing a draft offer, which will not be submitted until grant funding is confirmed. A lease amendment is being finalized with Manna regarding a new

restroom in its space. A tenant cookout will be held June 23rd. Blacktop repairs and removal of winter storm debris are being completed in the 612 Northland parking lot.

- (c) **Northland Corridor – Build Back Better Challenge Grant A&E, Inspection and Grant Administration Services Overview** – Ms. Gandour introduced project manager Aaron Schauger to present an update regarding the Northland Redevelopment phase 3 project. Mr. Schauger provided an overview of the scope of work and summary of the project's progress. The design phase of the project is anticipated to be complete by the end of February 2024. Mr. Schauger then provided an overview of the proposed renderings, which included two options for the community solar portion of the project. Ms. Gandour added that a community stakeholder meeting is expected to take place mid-July.
- (d) **Northland Corridor – 631 Northland A&E, Inspection and Grant Administration Services RFP** – Ms. Gandour reported that a request for proposals (RFP) was released Monday for architectural & engineering, inspection, and grant administration services for 631 Northland. Questions regarding the RFP must be submitted by July 14th and proposals are due July 24th. ESD is providing grant funding for these services. Ms. Merriweather added that Angelo Rhodes has been hired as the Northland Project Manager. Mr. Rhodes will be starting on June 26th.

3.0 Buffalo Lakeside Commerce Park

- (a) **Buffalo Lakeside Commerce Park Property Owners Association** – Ms. Gandour presented an update regarding BLCP Property Owners Association matters. Staff plans to schedule a POA meeting in July to provide an update regarding operations of the POA through June 30, 2023 and anticipated expenses for the remainder of the year.
- (b) **Zephyr Compliance** – Ms. Merriweather reported that BUDC has selected Landon & Rian through a request for qualifications (RFQ) process to provide MWBE compliance monitoring services for Phase 1 of Zephyr's project at BLCP. BUDC and Landon & Rian are meeting next Wednesday, June 21st to discuss next steps. Counsel has prepared a three-party MOU for BUDC, Zephyr, and Landon & Rian to execute.
- (c) **80, 134, 158 and 200 Ship Canal Parkway** – Ms. Gandour reported that Savarino has decided not to move forward with extending its exclusivity agreement for these parcels.
- (d) **193 Ship Canal Parkway Update** – Ms. Holden made a motion for the Committee to enter into executive session to discuss the proposed sale of 193 Ship Canal Parkway on the basis that public discussion of the proposed transaction would substantially affect the value of the property. The motion was seconded by Mr. Mehaffy and unanimously carried (4-0-0). At the conclusion of executive session, Mr. Bylewski made a motion to exit executive session, which was seconded by Mr. Mehaffy and unanimously carried (4-0-0). Mr. Bylewski then made a motion to recommend that the BUDC Board of Directors approve BUDC entering into an exclusivity agreement with Savarino Companies regarding 193 Ship Canal Parkway, upon terms substantially similar to BUDC's prior exclusivity agreement with Savarino Companies, and with approximately \$16,000 in past exclusivity fees received by BUDC from Savarino Companies to be credited to the purchase price. The motion was seconded by Ms. Holden and unanimously carried (4-0-0).

4.0 Executive Session – Yes, see item 3(d).

- 5.0 Adjournment** – There being no further business to come before the Committee, on motion made by Mr. Mehaffy, seconded by Mr. Bylewski and unanimously carried, the June 15, 2023 meeting of the Real Estate Committee was adjourned at 12:43 p.m.

Respectfully submitted,

Kevin J. Zanner
Secretary

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Item 2

MEMORANDUM

TO: BUDC Real Estate Committee

FROM: Brandy Merriweather, President

RE: Northland Beltline – Community Outreach - Marketing Services Agreement

DATE: July 20, 2023

Since March 1, 2015, Mustard Seed World Consulting Group (“Mustard Seed Consulting”) has been working with BUDC to provide community outreach and marketing services for the Northland Beltline project. Mustard Seed Consulting has become an integral part of our efforts in the Northland Corridor. Mustard Seed Consulting has provided outreach services under consecutive contracts.

BUDC is looking to enter into an additional contract with Mustard Seed World Consulting for community outreach services, promotion of campus opportunities, coordination of community events and other marketing services, all in a continued effort to attract additional investment to the Northland Corridor. The consulting fee rate is \$100 per hour with total payments not to exceed \$25,000.

The BUDC procurement policy authorizes the Real Estate Committee to approve contracts that do not exceed the amount of \$25,000, provided that the amount is within budgetary limits as confirmed by the BUDC Treasurer. Should the Committee approve this request, BUDC staff will report on the approval at the July meeting of the BUDC Board of Directors.

ACTION:

I am requesting that the BUDC Real Estate Committee approve BUDC entering into a consulting agreement with Mustard Seed Consulting at an hourly rate of \$85 per hour, with total payments not to exceed \$25,000 and authorize the President or Executive Vice President to execute the consulting agreement and take such actions as may be necessary to implement this action.