

**Proposed Legislation for the  
June 15, 2021 City Council Meeting -  
Filed in the Office of the City Clerk  
May 20, 2021**

**\* \* Please Note \* \***

**For questions regarding the proposed legislation,  
call the City Clerk's Office at 585-428-7421**





## City of Rochester

City Hall Room 308A, 30 Church Street  
Rochester, New York 14614-1290  
[www.cityofrochester.gov](http://www.cityofrochester.gov)

## FINANCE INTRODUCTORY NO.

192

Lovely A. Warren  
Mayor

May 20, 2021      COMMUNICATIONS 42

TO THE COUNCIL

Ladies and Gentlemen:

Re: Agreement – Roc Jam Live– Roc Park Jam LLC

Council Priority: Creating and Sustaining a Culture of  
Vibrancy

Transmitted herewith for your approval is legislation establishing \$20,000 as maximum compensation for an agreement with Roc Park Jam LLC (principal: Reginald Walton), Rochester NY, 14445, for the production of the 2021 Roc Jam Live music series at Parcel 5. The cost of the agreement will be funded from the 2020-21 Budget of Communications. The term of the agreement will be one year.

Roc Jam Live is a new series that will take place in the heart of Downtown at Parcel 5. Its organizers seek to capture the tradition of old school hip hop through DJ-led jams on 6 Sunday afternoons in the summer. It will also feature art installations, food, and other family-friendly activities. The event will be free and open to the public and will comply with New York State COVID-related attendance and health guidelines.

In addition to this sponsorship, the City will also provide in-kind equipment rentals like garbage disposal and barricades, and access to electricity and port-a-johns.

Respectfully submitted,

Lovely A. Warren  
Mayor





## JUSTIFICATION STATEMENT

The Procurement of Professional Services Policy (Ord. No. 2012-318) requires an RFP to be issued under most circumstances. If it is determined that an RFP process will not benefit the City, this form must be completed, signed by the Department Head, and kept on file (electronically or hard copy). It must also be submitted:

1. To City Council as an attachment to the transmittal letter for any PSA that exceeds \$10,000, and
2. To the contract record when entered in Munis.

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**Department:** Communications

**Service(s):** Special event production

**Vendor/Consultant selected:** Roc Jams Live LLC

**How was the vendor selected?** Through the City's Special Events Funding Application process.

**Why was no RFP issued for this service?**

The Office of Special Events administers a Special Events Funding Application (SEFA) process each year. Organizations submitted applications through this competitive process. This event was selected as part of the SEFA decision making process.

**Compensation**

Amount: \$20,000

How was this determined? The City sponsors a wide range of large and small events that benefit the community in a variety of ways. The amount was determined by the needs of the event and represents the same overall level of support as last year.

**The MWBE Officer has reviewed the proposed Agreement for MWBE and Workforce goals.** MWBE Officer Initials: *DMM*

Date: *5/11/2021*

*[Signature]*  
Signature: Department Head

*[Signature]*  
Date

Form date 1/7/1

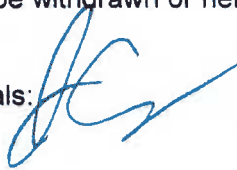


## SEQRA STATUS

Transmittal Re: Agreement- Roc Jams Live LLC

- ☒ Request not subject to SEQRA or action is classified as Type II. If Type II action, insert applicable citation: SEQRA 617.5(c)\_\_\_\_ and/or City Code Section 48-5B. 9
- ☐ Action is classified as Type I; Negative Declaration issued on\_\_\_\_
- ☐ Action is classified as Unlisted; Negative Declaration issued on\_\_\_\_
- ☐ SEQRA review in progress; environmental determination will be issued prior to Council Committee meetings (or ordinance will be withdrawn or held in Committee)

Department head/environmental liaison initials:



Date:

5/11/21



192

Ordinance No. \_\_\_\_\_

**Authorizing an agreement for the 2021 Roc Jam Live music series**

BE IT ORDAINED, by the Council of the City of Rochester as follows:

Section 1. The Mayor is hereby authorized to enter into an agreement with Roc Park Jam LLC for the production of the 2021 Roc Jam Live music series at Parcel 5. The maximum compensation shall be \$20,000, which shall be funded from the 2020-21 Budget of the Bureau of Communications. The term of the agreement shall be one year.

Section 2. The agreement shall contain such additional terms and conditions as the Mayor deems to be appropriate.

Section 3. This ordinance shall take effect immediately.





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## FINANCE INTRODUCTORY NO.

193

Lovely A. Warren  
Mayor

May 20, 2021 COMMUNICATIONS 43

TO THE COUNCIL

Ladies and Gentlemen:

Re: Agreement – Premier Sign Systems, LLC  
Design & Fabrication of an "I Love Roc" Sign

Council Priority: Creating and Sustaining a Culture of  
Vibrancy

Transmitted herewith for your approval is legislation establishing \$31,000 as maximum compensation for an agreement with Premier Sign Systems, LLC, 10 Excel Drive, Rochester, 14621. (Principal: Jeff Sherwood) to design, fabricate, and install an "I Love Roc" sign at Parcel 5, 275 E. Main Street. The cost of the agreement will be funded from the 2020-21 Budget of Communications, and the term will be for one year.

The City selected Premier Sign Systems, LLC after a request for qualifications for a mobile version of the "I Love Roc" sign in 2019. Premier was selected and designed and fabricated the current mobile version of the sign that is affixed to a trailer and travels to special events and announcements around the city. Now, the City is once again engaging Premier for a permanent version of the sign that will be affixed to a concrete pad and positioned at the north end of Parcel 5, welcoming the community to the space and creating an interactive, place-making element for the area.

Premier Sign Systems, LLC is a Rochester-owned business that is a New York State-certified Minority and/or Women-Owned Business. They have been fabricating designs from their 24,000 square foot Northeast Rochester facility where all the materials are cut, welded, painted, and assembled in house.

Respectfully submitted,

Lovely A. Warren  
Mayor





## JUSTIFICATION STATEMENT

The Procurement of Professional Services Policy (Ord. No. 2012-318) requires an RFP to be issued under most circumstances. If it is determined that an RFP process will not benefit the City, this form must be completed, signed by the Department Head, and kept on file (electronically or hard copy). It must also be submitted:

1. To City Council as an attachment to the transmittal letter for any PSA that exceeds \$10,000, and
2. To the contract record when entered in Munis.

-----  
**Department:** Communications

**Service(s):** Design, fabrication, installation of an "I Love Roc" sign

**Vendor/Consultant selected:** Premier Signs LLC

**How was the vendor selected?** Premier was selected in 2019 through an RFQ process.

**Why was no RFP issued for this service?** An RFQ was issued in 2019 for a mobile version of the I Love Roc sign. The City wishes to now create a second, permanent version of this sign for Parcel 5. Purchasing approved using Premier again without doing another RFQ.

**Compensation**

Amount: \$31,000

How was this determined? This covers the cost of design, fabrication, and installation of the I Love Roc sign.

**The MWBE Officer has reviewed the proposed Agreement for MWBE and Workforce goals. MWBE Officer Initials:** *LRM*

Date: *5/11/2021*

*[Signature]*  
\_\_\_\_\_  
Signature: Department Head

*5/11/2021*  
\_\_\_\_\_  
Date

Form date 1/7/1



## SEQRA STATUS

Transmittal Re: Agreement- Premier Signs LLC- I Love Roc sign

- ☒ Request not subject to SEQRA or action is classified as Type II. If Type II action, insert applicable citation: SEQRA 617.5(c)\_\_\_\_ and/or City Code Section 48-5B. 9
- ☐ Action is classified as Type I; Negative Declaration issued on\_\_\_\_
- ☐ Action is classified as Unlisted; Negative Declaration issued on\_\_\_\_
- ☐ SEQRA review in progress; environmental determination will be issued prior to Council Committee meetings (or ordinance will be withdrawn or held in Committee)

Department head/environmental liaison initials:



Date:

5/11/21





## CITY OF ROCHESTER



City of Rochester, NY  
Lovely A. Warren, Mayor





**BACK VIEW**



**FRONT VIEW**



I have carefully reviewed and hereby accept the drawing(s) as shown. I realize that any changes to these designs made before or after production may alter the contract price. All changes must be in writing and approved by both parties prior to production.

Signature \_\_\_\_\_

**THE CUSTOM ARTWORK DEPICTED HEREIN IS FOR REPRESENTATIONAL PURPOSES ONLY AND MAY NOT EXACTLY MATCH THE COLORS OF THE MATERIALS PROPOSED. ALL ELECTRICAL SIGNS REQUIRE 120V ELECTRIC SUPPLIED BY CUSTOMER UNLESS OTHERWISE NOTED.**

**ALL ELECTRICAL SIGNS MUST BE GROUNDING AND BONDED IN ACCORDANCE WITH ARTICLE 600 NEC**

PRODUCTION READY ART WORK ☐ YES ☐ NO

REVISIONS	
DATE	DESCRIPTION
05/10/21	ADD PICTURE - REV1
05/10/21	CHANGE PLACEMENT - REV2



**PREMIER SIGN SYSTEMS, LLC**  
A FULL SERVICE SIGN & AWNING COMPANY  
10 Excel Drive Rochester, NY 14621  
P: 585-235-0390 F: 585-235-0392  
[www.premiersignsystems.com](http://www.premiersignsystems.com)

This is an original unpublished drawing created by Premier Sign & Awning Systems Corp. It is submitted for your personal use in connection with a project being prepared for you by Premier Sign & Awning Systems Corp. It is not to be shown to anyone outside your organization, nor is it to be used, reproduced, or exhibited in any fashion.

NAME	NON-ILLUMINATED INTERACTIVE SIGN
CUSTOMER	CITY OF ROCHESTER SPECIAL EVENTS
LOCATION	ROCHESTER, NY
SIGN PERSON	JP
DATE PREPARED	05/10/2021
SCALE	3/8" = 1'
FOOTING	117.6
DOCUMENT #	9449
REVISION #	02



3D VIEW - NOT SCALE

DESCRIPTION:

MANUFACTURE AND INSTALL (1) SET OF 5' HIGH NON-ILLUMINATED PAINTED ALUMINUM LETTERS TO BE MOUNTED TO CONCRETE BASE.

NOTES:

CONCRETE BASE SUPPLIED BY OTHERS.  
LETTERS MOUNTED USING BOLTS DRILLED INTO CONCRETE AND CHEMICALLY FASTENED.  
LETTERS TO BE PAINTED BLUE, HEART PAINTED RED AND CITY OF ROCHESTER LOGO DIGITAL VINYL.  
BACKS OF LETTERS TO BE REMOVABLE FOR INSTALL PROOF SCREWS.



SIDE VIEW



**INTRODUCTORY NO.**

Communications #43

193

Ordinance No.

**Authorizing an agreement for an "I Love Roc" sign**

BE IT ORDAINED, by the Council of the City of Rochester as follows:

Section 1. The Mayor is hereby authorized to enter into an agreement with Premier Sign Systems, LLC to design, fabricate, and install an "I Love Roc" sign at Parcel 5. The maximum compensation shall be \$31,000, which shall be funded from the 2020-21 Budget of the Bureau of Communications. The term of the agreement shall be one year.

Section 2. The agreement shall contain such additional terms and conditions as the Mayor deems to be appropriate.

Section 3. This ordinance shall take effect immediately.





## City of Rochester

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## FINANCE INTRODUCTORY NO.

194

Lovely A. Warren  
Mayor

May 20, 2021

TO THE COUNCIL

Ladies and Gentlemen:

Re: Rochester Financial Empowerment  
Center Initiative

Council Priority: Jobs and Economic  
Development

Comprehensive Plan 2034 Initiative Area:  
Fostering Prosperity and Opportunity

Transmitted herewith for your approval is legislation related to the Rochester Financial Empowerment Center Initiative. This legislation will:

1. Authorize an amendatory agreement with the Cities for Financial Empowerment Fund, Inc. (CFE) (Jonathan Mintz, CEO), headquartered in New York, NY, for the receipt and use of \$80,000 in expansion funding for the addition of one counselor to the ongoing operations of the Financial Empowerment Centers. The additional counselor will be employed by Consumer Credit Counseling Services of Rochester along with the pre-existing FEC staff. The previously amended agreement authorized in Ordinance No. 2021-3 extend the agreement to March 15, 2022 and included the disbursement of year 2 funding. This amendment will extend the agreement again, through October 1, 2022.
2. Amend the 2020-21 Budget of the Office of the Mayor by \$80,000 to reflect expansion grant funding from the CFE.

The Rochester Financial Empowerment Center Initiative successfully launched in February 2020 and has provided free, professional, one-on-one financial counseling as a public service to members of the community without qualification to over 1,000 community members.

Respectfully submitted,

Lovely A. Warren  
Mayor





**INTRODUCTORY NO.**

OCW#46

194

Ordinance No.

**Authorizing an amendatory agreement and budget amendment for the Financial Empowerment Centers Initiative**

BE IT ORDAINED, by the Council of the City of Rochester as follows:

Section 1. The Mayor is hereby authorized to enter into an amendatory agreement with the Cities for Financial Empowerment Fund, Inc. for the receipt and use of funds to implement the Financial Empowerment Centers Initiative (the Initiative). The agreement authorized in Ordinance No. 2019-248 and amended in Ordinance No. 2021-3 is hereby amended to increase the maximum funding by \$80,000 to a new total of \$330,000 and to extend the term of the agreement by 7 months.

Section 2. The agreement authorized herein shall contain such additional terms and conditions as the Mayor deems to be appropriate.

Section 3. Ordinance No. 2020-161, the 2020-21 Budget of the City of Rochester, as amended, is hereby further amended by increasing the revenue estimates and appropriations to the Budget of the Office of the Mayor by \$80,000 to reflect the receipt of the Initiative funds authorized in Section 1 herein.

Section 4. This ordinance shall take effect immediately.





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## FINANCE INTRODUCTORY NO.

195

Lovely A. Warren  
Mayor

May 20, 2021

TO THE COUNCIL

Ladies and Gentlemen:

Re: Agreement – Living Cities, Inc.: The  
National Community Development  
Initiative, Closing the Gaps Network

Council Priority: Jobs and Economic  
Development

Transmitted herewith for your approval is legislation authorizing an agreement with Living Cities, Inc.: The National Community Development Initiative (Ben Hecht, 20036) for the receipt and use of a \$75,000 grant for the ROC City HomeGrown Initiative. The grant was anticipated and included in the 2021-22 proposed budget of the Mayor's Office.

The Living Cities Closing the Gaps Network is a ten-year initiative designed to build out anti-racist approaches to policy and just decision making, and provide \$75,000 in funding along with ongoing pro bono technical assistance to the City of Rochester. The funding and technical assistance will allow the City to support the ROC City HomeGrown initiative through curricular development, initial program delivery, and supply expenses.

A cross-departmental team of City staff members, including two City Councilmembers, will work to engage relevant internal and external stakeholders, subject matter experts, and community members to identify strategies to build out an impactful bundle of food and financial empowerment programming. The program will be operated under a cohort model in which the City of Rochester will work collaboratively with five other cities to leverage national best practices.

The term of the grant is 10 years and the funds will be spent down within 24 months.

Respectfully submitted,

Lovely A. Warren  
Mayor





195

Ordinance No.

**Authorizing an agreement for ROC City HomeGrown**

BE IT ORDAINED, by the Council of the City of Rochester as follows:

Section 1. The Mayor is hereby authorized to enter into an agreement with Living Cities, Inc.: The National Community Development Initiative for the receipt and use of \$75,000 for the ROC City HomeGrown initiative. The term of the agreement shall be up to ten years.

Section 2. The agreement shall contain such additional terms and conditions as the Mayor deems to be appropriate.

Section 3. This ordinance shall take effect immediately.





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## FINANCE INTRODUCTORY NO.

196

Lovely A. Warren  
Mayor

May 20, 2021

TO THE COUNCIL

Ladies and Gentlemen:

Re: Agreement – Young Adults  
Manufacturing Training Employment  
Program (YAMTEP), Adult employment  
readiness training

Council Priority: Jobs and Economic  
Development

Comprehensive Plan 2034 Initiative Area:  
Foster Prosperity & Opportunity

Transmitted herewith for your approval is legislation establishing \$300,000 as maximum annual compensation for a professional services agreement with Young Adults Manufacturing Training Employment Program, Inc. (Tyrone Reaves, CEO, 282 Hollenbeck St., Rochester, NY) to provide adult employment readiness training. The term of the agreement will be one year with up to 4 additional terms of one year each. The annual cost of the agreement will be funded by future Budgets of Undistributed Expenses, contingent upon its approval.

Below, you will find YAMTEP's 2018-2021 Performance Outcomes:

	<u>Enrolled</u>	<u>Graduated</u>	<u>Dropped</u>	<u>Employed</u>
July 2018 – June 2019	109	51	58	39
July 2019 – July 2020	192	96	96	90
August 2020 – Current	187	161	26	131

It is proposed that YAMTEP continue to meet the adult employment readiness training needs of City residents, and increase the amount of citizens served. A few YAMTEP citizen outcomes of note are:

- Cohort 13 Graduate, Mr. Julius Hall, who is gainfully employed at Optimax, and is reported by the company as doing great; thereby, receiving several work promotions throughout his tenure.
- Cohort 10 Graduate, Mr. Courey Harris, who actively volunteers within the YAMTEP Program. Currently, Mr. Harris is enrolled within Foodlink's Culinary Apprenticeship Program building his personal profile for his future catering business.

The program was most recently authorized via City Council Ordinance No. 2018-145.

Respectfully submitted,

Lovely A. Warren





196

Ordinance No.

**Authorizing an agreement for adult employment readiness training**

BE IT ORDAINED, by the Council of the City of Rochester as follows:

Section 1. The Mayor is hereby authorized to enter into a professional services agreement with Young Adults Manufacturing Training Employment Program, Inc. to provide adult employment readiness training. The term of the agreement shall be one year with the option to extend for up to four additional one-year periods. The maximum annual compensation for the agreement shall be \$300,000, which shall be funded from the 2021-22 Budget of Undistributed Expenses for the initial term, and from future years' Budgets of Undistributed Expenses for any optional extended terms, contingent upon approval of said budgets.

Section 2. The agreement shall contain such additional terms and conditions as the Mayor deems to be appropriate.

Section 3. This ordinance shall take effect immediately.





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## FINANCE INTRODUCTORY NO.

197

Lovely A. Warren  
Mayor

May 20, 2021

MAYOR - 49

TO THE COUNCIL

Ladies and Gentlemen:

Re: Authorizing Agreement for Economic  
Development and Urban Entrepreneurship  
Consulting Services

Council Priority: Fostering Prosperity & Opportunity

Comprehensive Plan 2034 Initiative Area:  
Planning For Action

Transmitted herewith for your approval is legislation authorizing two professional service agreements to enable Dr. dt ogilvie to continue to provide the City with strategic economic development and urban entrepreneurship consulting services through the coming summer and the following 2021-22 academic year.

This legislation will:

- authorize \$20,000 as maximum compensation for an agreement with Dr. ogilvie's consulting firm, ogilvie & Associates LLC, to provide profession services for the three months of summer, with funding from the 2021-22 Budget of the Office of the Mayor; and
- authorize \$60,000 as maximum compensation for an agreement with the Rochester Institute of Technology (RIT) to sponsor a lecturer at RIT in consideration for RIT allowing its Professor, Dr. dt ogilvie, to continue her service to the City as professor-on-loan for the 2021-22 academic year, with funding from the 2021-22 Budget of the Office of the Mayor.

In 2019-20 RIT Professor Dr. dt ogilvie was on loan to the City of Rochester to provide services in redesigning the City's economic development assets and functions, including the Rochester Economic Development Corporation (REDCO) into a new structure. Services also included further implementation of the Revitalize Rochester Fund, development of commercial corridors, COVID-19 economic recovery work, and creation of an Urban Entrepreneurship Ecosystem.

In 2020-21, Dr. ogilvie continued to develop programs and services established in 2019-20 and further bolster our COVID-19 economic recovery. In addition to her work with NBD, Dr. ogilvie has been a key consultant to the Department of Recreation and Human Services. She helped create the Crisis Intervention Services Office and was instrumental in planning for new approaches to violence prevention. Working with the Roc Against Gun Violence Coalition, Dr. ogilvie drafted the Comprehensive Coordinated Community Response Plan which resulted in the launch of the Homicide Response Team. It was her recommendation to transition FACIT and Victim Assistance to create the combined office that is in place today. Dr. ogilvie also serves on the advisory committee developing the crisis response team preparing to launch.

In 2021-22 Dr. ogilvie will provide ongoing support to REDCO as it continues to expand its business lending and the Revitalize Rochester Fund (RRF). She is also assisting them with bylaws, contracts, policies and procedures related to their operations. In addition, Dr. ogilvie will be assisting the City in developing rules, regulations and programs for the establishment





of new businesses related to the cannabis industry. As a development advisor her services can also be made available to DRHS and other City departments for economic, policy, and operational projects as was done with DRHS in 2020-21.

Dr. dt ogilvie is the principal and sole proprietor of ogilvie & Associates LLC which maintains a mailing address at P.O. Box 10066, Newark, NJ 07101. Dr. ogilvie has a long history in Rochester and has unique and extensive experience with economic development strategy and implementation stemming from her tenure with the Rutgers University Business School, Rochester Institute of Technology (RIT), and her body of academic work. She supported the launch of the RIT Center for Urban Entrepreneurship. More recently in 2019 she assisted with the development of a strategic economic development plan for the future direction of NBD, the Rochester Economic Development Corporation, the OCWB and the Kiva Rochester Program that provides for synergies with other local economic development partners.

Respectfully submitted,



Lovely A. Warren  
Mayor



197

Ordinance No.

**Authorizing agreements for economic development and urban entrepreneurship consulting and professor-on-loan services**

BE IT ORDAINED, by the Council of the City of Rochester as follows:

Section 1. The Mayor is hereby authorized to enter into a professional services agreement with ogilvie & Associates LLC to provide economic development and urban entrepreneurship consulting services. The maximum compensation for the agreement shall be \$20,000, which shall be funded from the 2021-22 Budget of the Mayor's Office, contingent upon approval. The term of the agreement shall be three months.

Section 2. The Mayor is hereby authorized to enter into an agreement with the Rochester Institute of Technology (RIT) to sponsor a lecturer at RIT in consideration for RIT allowing its Professor, Doctor dt ogilvie, to continue her service to the City as professor-on-loan for the 2021-22 academic year. The City's sponsorship contribution shall not exceed \$60,000, which shall be funded from the 2021-22 Budget of the Office of the Mayor. The term of the agreement shall be one year.

Section 3. The agreements shall contain such additional terms and conditions as the Mayor deems appropriate.

Section 4. This ordinance shall take effect immediately.





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## FINANCE INTRODUCTORY NO.

198

Lovely A. Warren  
Mayor

May 20, 2021

TO THE COUNCIL

Ladies and Gentlemen:

Re: Agreement – Toshiba America Business  
Solutions, Inc. – Master Software and Services  
Agreement for Medical Records Digitization

Council Priority: Public Safety

Comprehensive Plan 2034 Initiative Area:  
Reinforcing Strong Neighborhoods

Transmitted herewith for your approval is legislation authorizing a master software and services agreement with Toshiba America Business Solutions, Inc. (Scott Maccabe, President) to provide digitization and access of work-related medical records of retired and active police and fire personnel. This is a fee for service agreement for which the fees are designated in a regional contract for Omnia Partners Public Sector Education Service Centers (ESC) for managed print solutions. The cost of this agreement will be funded by the 2020-21 Budget of Undistributed and future budgets of Undistributed contingent upon their approval. The initial term of this agreement shall be one year, with the option to renew for one additional year.

The City of Rochester has used four different medical providers in the past 20 years for medical services and evaluations of uniformed police and fire personnel. With each transition to a new provider there have been approximately 50 boxes of paper-based records that have shifted from one provider to the next. It is no longer feasible to continue to transition these boxes of records from each provider. Toshiba will digitize these records for the City and then provide the records so that they may be stored on the City's Sharepoint application for access by the administrative units of the Police and Fire Departments.

Respectfully submitted,

Lovely A. Warren  
Mayor



198

Ordinance No.

**Authorizing an agreement for medical records digitization**

BE IT ORDAINED, by the Council of the City of Rochester as follows:

Section 1. The Mayor is hereby authorized to enter into a professional services agreement with Toshiba America Business Solutions, Inc. to provide digitization and access of work-related medical records of active and retired police and fire personnel. The term of the agreement shall be one year, with the option to extend for up to one additional year.

Section 2. The agreement shall obligate the City to pay for services based on fees designated in a regional contract for Omnia Partners Public Sector Education Service Centers for managed print solutions. The cost of the agreement shall be funded from the 2020-21 Budget of Undistributed Expenses for the initial term, and from future years' Budgets of Undistributed Expenses for the optional extended term, contingent upon approval.

Section 3. The agreement shall contain such additional terms and conditions as the Mayor deems to be appropriate.

Section 4. This ordinance shall take effect immediately.





## City of Rochester

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## FINANCE INTRODUCTORY NO.

199

Lovely A. Warren  
Mayor

May 20, 2021

TO THE COUNCIL

Ladies and Gentlemen:

Re: Competitive Grant Applications – Fiscal Year  
2021-22

Council Priority: Deficit Reduction and Long Term  
Financial Stability

Comprehensive Plan 2034 Initiative Area: Fostering  
Prosperity & Opportunity

Transmitted herewith for your approval is legislation authorizing certain competitive grant applications for the 2021-22 fiscal year. This legislation helps streamline the application process. Council has approved such grant applications annually since 2007.

There are hundreds of federal, state, regional, and private grant opportunities that the City qualifies for as a municipality. Frequently, granting agencies require City Council endorsement as part of the application process. Providing this “up front” approval will enable staff to respond to funding opportunities more quickly.

Grant applications will continue to require individual Council endorsement when:

- The City is required to pay more than \$250,000 of the cost of the project;
- The award exceeds \$1,000,000; or
- For capital projects, completion is required in one calendar year or less.

Respectfully submitted,

Lovely A. Warren  
Mayor



**INTRODUCTORY NO.**

**199**

Budget #54

Ordinance No.

**Authorizing competitive grant applications**

BE IT ORDAINED, by the Council of the City of Rochester as follows:

Section 1. The Mayor is hereby authorized to submit applications to Federal, State, and regional governments, agencies and authorities, as well as private foundations and other funding sponsors, for funding that will support City programs, services and capital operations.

Section 2. For successful award applications, the Mayor shall obtain City Council approval to enter into agreements for receipt of the funding and necessary professional services agreements for performance of the work, and for appropriation of the funds.

Section 3. The applications shall contain such additional terms and conditions as the Mayor deems to be appropriate.

Section 4. Grant applications which obligate the City of Rochester to pay more than \$250,000 in City funding shall require City Council authorization.

Section 5. Applications for grants exceeding \$1,000,000 and awards for capital projects that require project completion in one calendar year or less shall require City Council authorization.

Section 6. The Director of Finance shall submit quarterly reports to Council for grants received through applications authorized herein, detailing dollar amounts received and expended.

Section 7. This ordinance shall be in effect for the 2021-22 fiscal year.





## City of Rochester

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## FINANCE INTRODUCTORY NO. 200

Lovely A. Warren  
Mayor

May 20, 2021

BHRM 55

TO THE COUNCIL

Ladies and Gentlemen:

Re: 5-Year Agreement with SUNY College at  
Brockport Social Work Field Internships

Council Priority: Jobs and Economic  
Development

Comprehensive Plan 2034 Initiative Area:  
Fostering Prosperity and Opportunity

Transmitted herewith for your approval is legislation establishing a partnership with the Department of Social Work to provide unpaid internship opportunities within City departments. Through the required Field Instruction component of the social work major, students will work in City departments to take part in community engagement opportunities in order to prepare them for employment and/or graduate studies.

The internships provide undergraduate students with opportunities to learn and practice in a professional setting to develop and demonstrate skills in social work. Originally, there was a one-year pilot project from August 2020 through May 2021 which was found to be quite successful. City of Rochester departments that participated in the one-year pilot include: DHRM, DRHS and NBD. The Field instruction internships are for a minimum of 400 hours over two (2) semesters. The interns would start in late August and continue through early May. Departments will have the opportunity to provide distinct learning opportunities and projects that are consistent with the goals, values, and mission of both social work practice and the City of Rochester.

The Department of Human Resources (DHRM) will work with City department designees to match students that will provide the most appropriate experience. The students must earn a passing grade of Satisfactory in their Field Practicum, thus they are very motivated and committed. City of Rochester departments will have the opportunity to review resumes and conduct interviews in order to select the student that will meet their program and strategic initiative needs.

The attached Affiliation Agreement lays out the contractual relationship and expectations of both the State University of New York College at Brockport and the City of Rochester when the students are interning in City departments for course credit. The agreement has been vetted through the Law Department.

Respectfully submitted,

Lovely A. Warren  
Mayor

Willie J. Lightfoot  
Council Vice President





AFFILIATION AGREEMENT BETWEEN

**City of Rochester**

HOST NAME

AND

STATE UNIVERSITY OF NEW YORK  
at Brockport

This Agreement is made by and between City of Rochester, with its office(s) located at Room 103-A, 30 Church Street, Rochester, New York 14614 (hereinafter referred to as "Host") and the State University of New York, an educational corporation organized and existing under the laws of the State of New York, and having its principal place of business located at H. Carl McCall SUNY Bldg, Albany, NY 12246, for and on behalf of SUNY Brockport (hereinafter referred to as "University").

WHEREAS, University has undertaken an educational program in the discipline of SOCIAL WORK; and

WHEREAS, University and Host desire to have an association for carrying out said educational program.

NOW, THEREFORE, it is agreed that:

1. University shall assume full responsibility for planning and executing its educational program in the discipline of SOCIALWORK including programming, administration, curriculum content, faculty appointments, faculty administration and the requirements for matriculation, promotion and graduation, and shall bear all costs and expenses in connection therewith. University furthers agrees to coordinate the program with Host's designee. Attached as Exhibit A is a copy of the curriculum.
2. University shall be responsible for assigning students to Host for practical experience. University shall notify Host one (1) month in advance of the planned schedule of student assignments to practical duties including the dates, number of students and instructors. The schedule shall be subject to written approval by Host.
3. University, at its sole cost and expense, shall provide faculty as may be required for the



200

Ordinance No.

**Authorizing agreement relating to SUNY College at Brockport Social Work Field Internships**

BE IT ORDAINED, by the Council of the City of Rochester as follows:

Section 1. The Mayor is hereby authorized to enter into an agreement with the SUNY College at Brockport (the College) to provide unpaid internships within City departments to the College's students. The term of the agreement shall be five years.

Section 2. The agreement shall contain such additional terms and conditions as the Mayor deems to be appropriate.

Section 3. This ordinance shall take effect immediately.





**City of Rochester, NY**  
**Rochester City Council**

City Hall Room 301A • 30 Church Street • Rochester, New York 14614-1290

**FINANCE**  
**INTRODUCTORY NO.**

245

Loretta C. Scott, President  
Councilmember At-Large

May 20, 2020

Willie J. Lightfoot, Vice-President  
Councilmember At-Large

Malik D. Evans  
Councilmember At-Large

Mitch Gruber  
Councilmember At-Large

Miguel Meléndez  
Councilmember At-Large

LaShay D. Harris  
Councilmember  
South District

Mary Lupien  
Councilmember  
East District

Michael A. Patterson  
Councilmember  
Northeast District

Jose Peo  
Councilmember  
Northwest District

TO THE COUNCIL

Ladies and Gentlemen:

Re: Local Law – Amending Section 9-1 of  
the City Charter – Corporation Counsel

Transmitted herewith for Council approval is a Local Law which will amend  
Chapter 755 of the Laws of 1907 by furthering amending Section 9-1.

The legislation states that City Council shall have the authority to establish a  
position of Legal Counsel to the Council to serve as their legal advisor relative to all  
matters considered by the Council.

A public hearing is required.

Respectfully Submitted,

Loretta C. Scott  
President



**INTRODUCTORY NO.**

**245**

**Local Law Amending the City Charter Relative to Legal Counsel for City Council**

Be it ENACTED by the Council of the City of Rochester as follows:

Section 1- Section 755 of the Laws of 1907 entitled "An Act Constituting the Charter of the City of Rochester", as amended, is hereby further amended as follows.

Section 2- That Section 9-1 of the Charter is amended to add the following language:

"Notwithstanding these powers, the City Council shall have the authority to establish a position of Legal Counsel to the City Council to serve as their legal advisor relative to all matters considered by the Council. Nothing herein shall remove the responsibility of the Corporation Counsel to represent the City Council and its members and staff in any legal proceedings".

Section 3- That this local law shall take effect upon its filing with the Office of the Secretary of State pursuant to the Municipal Home Rule Law.

New text is underlined.





## City of Rochester

City Hall Room 308A, 30 Church Street  
Rochester, New York 14614-1290  
[www.cityofrochester.gov](http://www.cityofrochester.gov)

## NEIGHBORHOOD & BUSINESS DEVELOPMENT INTRODUCTORY NO.

Lovely A. Warren  
Mayor

201

May 20, 2021

NBD01

TO THE COUNCIL

Ladies and Gentlemen:

Re: Amending the 2019-20 Annual Action Plan,  
Consolidated Community Development Plan, CDBG-  
CV3 – CARES Act

Council Priority: Rebuilding and Strengthening  
Neighborhood Housing; Jobs and Economic  
Development

Comprehensive Plan 2034 Initiative Area:  
Reinforcing Strong Neighborhoods, Fostering  
Prosperity & Opportunity

Transmitted herewith for your approval is legislation amending the 2019-20 Annual Action Plan, which was approved by City Council at the June 18, 2019 City Council Meeting, Ordinance No. 2019-164 and related to the receipt and use of the third round of CARES Act Community Development Block Grant-Coronavirus (CDBG-CV3) funding. This legislation will:

- 1) Amend the 2019-20 Annual Action Plan to reflect the receipt and use of \$446,477 in round three Community Development Block Grant-Coronavirus (CDBG-CV3) funds from the Coronavirus Aid, Relief, and Economic Security (CARES) ACT.
- 2) Authorize the submission of the amended plan to the U.S. Department of Housing and Urban Development (HUD).
- 3) Authorize agreements with HUD for the receipt and use of grants to fund the Plan.
- 4) Appropriate \$89,477 of the CDBG-CV3 funding from the 2019-20 Annual Action Plan to reimburse the City for staff costs associated with the administration of the funds.

The CARES Act was signed into law on March 27, 2020 and provides fast and direct economic support for American workers, families, and small businesses. The Amended Annual Action Plan describes projects and activities that will be undertaken with these federal funds to address priority needs. A public hearing on the Amended 2019-20 Annual Action Plan will be held on June 10, 2021.

The 2019-20 Annual Action Plan was previously amended at the May 12, 2020 City Council meeting, Ordinance No. 2020-130, which authorized programs funded by the first round of CDBG-CV, ESG-CV, and HOPWA-CV funding through the CARES Act. The 2019-20 Annual Action Plan was also amended at the December 15, 2020 City Council meeting, Ordinance No. 2020-350, which authorized the receipt and use of \$1,424,700 in CDBG-CV3 funding. The 2019-20 Annual Action Plan was also amended at the February 16, 2021 City Council meeting, Ordinance No.





2021-41, which authorized the receipt and use of \$500,000 in CDBG-CV3 funding. The City was not allocated any funds in the second tranche of CDBG-CV funding, as these funds were exclusively allocated to States and insular areas. Approval by the City Council of the Amended Annual Action Plan is required by HUD.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Lovely A. Warren". The signature is fluid and cursive, with the first name "Lovely" and the last name "Warren" being clearly legible.

Lovely A. Warren  
Mayor



201

Ordinance No.

**Amending the Consolidated Community Development Plan/2019-20 Annual Action Plan, authorizing submittal of a plan and entering into grant or project sponsor agreements, and appropriating \$446,477 of additional funds in relation to the third round of Community Development Block Grant-Coronavirus grants**

WHEREAS, in Ordinance No. 2019-164, the City approved and adopted a Consolidated Community Development Plan/2019-20 Annual Action Plan (the 2019-20 Action Plan) to fund and implement community development programs under the federal Community Development Block Grant (CDBG) program;

WHEREAS, the federal Coronavirus Aid, Relief and Economic Security Act enacted on March 27, 2020 (CARES Act) authorized the U.S. Department of Housing and Urban Development (HUD) to provide supplemental CDBG program funding to municipalities to implement additional activities to prevent, prepare for, and respond to difficulties arising out of the coronavirus pandemic;

WHEREAS, on May 13, 2020 in Ordinance No. 2020-130, the City adopted amendments to the 2019-20 Action Plan that provided for the receipt and use of \$4,881,038 that had been awarded to the City by HUD as a portion of the first round of supplemental CARES Act funding for the City's CDBG-CV program services (CDBG-CV Fund);

WHEREAS, after HUD issued a second round of CDBG-CV funding that went only to states and insular areas, on September 11, 2020, HUD awarded a third round of supplemental CARES Act funding to the City for CDBG programs consisting of \$2,371,177 to continue and enhance the City's CDBG-CV programs (CDBG-CV3 Fund);

WHEREAS, on December 16, 2020, in Ordinance No. 2020-350, the City adopted additional amendments to the 2019-20 Action Plan that included providing for the receipt and use of a \$1,424,700 portion of the CDBG-CV3 Fund for the City's CDBG-CV programs;

WHEREAS, on February 17, 2021, in Ordinance No. 2021-41, the City adopted additional amendments to the 2019-20 Action Plan that included providing for the receipt and use of a \$500,000 portion of the CDBG-CV3 Fund for CDBG-CV programs;



WHEREAS, a plan for amending the 2019-20 Action Plan again to authorize the receipt and use of an additional \$446,477 portion of the CDBG-CV3 Fund to provide for additional coronavirus pandemic relief activities (Amendment Plan) has been prepared, presented to the City Council, and circulated for public review and comment through a process that was designed to engage residents and stakeholders in compliance with the CARES Act's expedited review requirements, consistent with emergency social distance and public safety requirements, and as set forth in the amended 2019-20 Citizen Participation Plan that is included in the Amendment Plan;

WHEREAS, the publication of the Amendment Plan and the solicitation of citizen participation included:

- (1) Beginning Friday, June 4, 2021, posting the Amendment Plan on-line to the City's Consolidated Plan webpage:  
<https://www.cityofrochester.gov/conplan> and emailing notice of the Plan and a link to the webpage to a list of over 400 local stakeholders, including staff of community organizations and agencies, neighborhood and business association leaders, and Rochester residents and inviting the submittal of comments for a public comment period to extend through Wednesday, June 9, 2021;
- (2) Presenting the written comments received to the members of City Council prior to the City Council Public Hearing held on June 10, 2021, and having the City Clerk enter a list of those written comments as received and filed into the record of the City Council's Regular Meeting on June 15, 2021; and
- (3) streaming the June 10, 2021 Public Hearing live on the Council's Facebook <https://www.facebook.com/RochesterCityCouncil/> and YouTube [https://www.youtube.com/channel/UC\\_U7nbtS5kEz4bjEM8AGXlQ?view\\_as=subscriber](https://www.youtube.com/channel/UC_U7nbtS5kEz4bjEM8AGXlQ?view_as=subscriber) pages;

WHEREAS, the City Council has reviewed the public comments and recommendations on the Amendment Plan; and

WHEREAS, the City Council has reviewed with City staff the needs, strategies and proposed actions to be addressed in the Amendment Plan.

NOW, THEREFORE, BE IT ORDAINED, by the Council of the City of Rochester as follows:



Section 1. The Council hereby approves and adopts the Amendment Plan as an amendment to the 2019-20 Action Plan, including the addition and appropriation of \$446,477 from the CARES Act CDBG-CV3 Fund.

Section 2. The Mayor is hereby authorized to submit the Amendment Plan to HUD. The Mayor is hereby further authorized to provide any such information that may be required by HUD and to execute any grant agreement, project sponsor agreement, or any other documentation as may be necessary to fund and carry out the activities provided for in the Amendment Plan in accordance with the CARES Act and with any other applicable community development laws and regulations.

Section 3. The Council hereby appropriates \$89,477 from the CDBG-CV3 Fund allocation of the 2019-20 Action Plan to reimburse the City for staff costs associated with the administration of 2019-20 Action Plan projects that are supported by the CDBG-CV3 Fund.

Section 4. The agreements and documents authorized herein shall contain such additional terms and conditions as the Mayor deems to be appropriate.

Section 5. This ordinance shall take effect immediately.





## City of Rochester

City Hall Room 308A, 30 Church Street  
Rochester, New York 14614-1290  
www.cityofrochester.gov

## NEIGHBORHOOD & BUSINESS DEVELOPMENT INTRODUCTORY NO.

202

Lovely A. Warren Mayor

May 20, 2021

NBD02

### TO THE COUNCIL

Ladies and Gentlemen:

Re: Amending the 2019-20 Annual Action Plan,  
Consolidated Community Development Plan,  
CDBG-CV3 - CARES Act, Aging in Place Program,  
Tenant Landlord Services Program, Foreclosure  
Prevention Program

Council Priority: Rebuilding and Strengthening  
Neighborhood Housing

Comprehensive Plan 2034 Initiative Area:  
Reinforcing Strong Neighborhoods

Transmitted herewith for your approval is legislation related to Aging in Place, Tenant Landlord Services, and Foreclosure Prevention services described in the 2019-20 Annual Action Plan, Consolidated Community Development Plan, specifically regarding residents who have been severely impacted during the COVID 19 crisis, and amending Ordinances No. 2019-174 and 2019-175. This legislation will:

- 1) Appropriate a total of \$232,000 from the 2019-20 Annual Action Plan CDBG-CV3 fund as follows:
  - a. \$58,000 of the Aging in Place allocation for continued implementation of the program;
  - b. \$70,000 of the Tenant Landlord Services allocation for expanded implementation of the program; and
  - c. \$104,000 of the Foreclosure Prevention Services allocation for expanded implementation of the program.
- 2) Authorize agreements and/or amend ordinances as follows, using the funds appropriated herein:
  - a. Establish \$58,000 as maximum compensation for an agreement with Lifespan of Greater Rochester, Inc. (Ann Marie Cook, President/CEO, 1900 S. Clinton Avenue, Brighton, New York) for the Aging in Place Program.
  - b. Amend Ordinance No. 2019-174 to add \$70,000, and amend the related agreement, for a new total maximum compensation of \$350,000 for The Legal Aid Society of Rochester, New York (Principal: Carla Palumbo, 1 West Main Street, Rochester, New York) to provide housing stabilization services to tenants and landlords. The Tenant Landlord Services program was originally authorized via Ordinance No. 2019-174 for \$95,000, then further amended via Ordinance No. 2020-134 to add \$185,000 for COVID-related services.
  - c. Amend Ordinance No. 2019-175 to add \$96,700, and amend the related agreement, for a new total maximum compensation of \$305,200 for The Housing Council at





PathStone, Inc. (Principal: Mary Leo, 75 College Avenue, Rochester, New York) to provide foreclosure prevention services. The Foreclosure Prevention program was originally authorized via Ordinance No. 2019-175 to add a total of \$143,500 and amended in Ordinance No. 2020-135 to add a total of \$65,000 for COVID-related services.

- d. Amend Ordinance No. 2019-175 to add \$7,300 for a new total maximum compensation of \$38,800 for Empire Justice Center (Principal: Kristin Brown, 1 West Main Street, Rochester, New York) to provide foreclosure prevention services. The Foreclosure Prevention program was originally authorized via Ordinance No. 2019-175 for a total of \$21,500 and amended in Ordinance No. 2020-135 to add a total of \$10,000 for COVID-related services.

The Aging in Place program will continue to address home safety modifications in order to help provide a safe and comfortable environment for the elderly amid COVID-19 concerns. Elderly city homeowners are eligible to participate in the program if they earn 80% or less than the median area income, as established and updated by HUD. Please note that there are concurrent submissions to City Council for non-COVID-related services for Tenant-Landlord Services and Foreclosure Prevention that include program descriptions.

Lifespan anticipates serving 204 households with minor repairs, fraud assistance and outreach meetings. Over the past 5 years 1,395 households have been served. Legal Aid anticipates serving 168 tenant households and 350 property owners or managers with this funding, while the foreclosure prevention agencies anticipate serving 98 households. Separate legislation follows with descriptions and appropriations for non-COVID-related services for Tenant-Landlord Services and Foreclosure Prevention.

The term of the Aging in Place agreement will be one year with the option to extend another year if funds remain in the appropriation. The terms of the amended agreements for Tenant-Landlord Services and Foreclosure Prevention remain the same. The City will enter into agreements for this program only with organizations that are in compliance with federal regulations. If funds are different, not available, or are less than anticipated, the agreement amounts and terms will be adjusted accordingly. Justification Statements for not issuing a Request for Proposals are attached.

Respectfully submitted,



Lovely A. Warren  
Mayor



**JUSTIFICATION STATEMENT**

Awarding a Professional Services Agreement without a Request for Proposals

**Department: NBD****Services: FORECLOSURE PREVENTION AGREEMENTS****Vendor/Consultant selected:** The Housing Council at PathStone, Inc. and Empire Justice Center**How was the vendor selected?**

These contracts have been in place for several years, and the new contracts are maintenance of efforts by two proven agencies.

**Why was no RFP issued for this service?**

These two organizations are uniquely qualified and have been providing high-quality services for many years. Their track record of success is exceptionally high. The City has provided funding for this program and has monitored the activities for multiple years.

**Is there previous experience with the vendor?**

The City has worked with both of these vendors for several years, with very successful outcomes.

**Are there unique circumstances**

While these agencies are uniquely qualified, circumstances do not meet an emergency definition. Rather, the efficacy and efficiency factors of continuing present agreements outweighs the value of issuing an RFP as the strongest respondents would be these two agencies.

**Is the service specialized and unique? Is the number of qualified providers limited?**

The Housing Council at PathStone, Inc. is a HUD-approved Housing Counseling Agency with the capacity to handle a large volume of cases. Although there are other agencies that provide counseling on a limited basis, none have the same capacity or track record. The Housing Council's services include review of households' financial circumstances, negotiation with lenders to resolve mortgage arrears, and assistance with state-required settlement conferences.

The Empire Justice Center is a leader in developing statewide standards for legal service for foreclosure prevention, and provides legal advice and litigation services when required by analysis of clients' circumstances that is unavailable from any other entity without a significant fee.

**Does the project include multi-year State or Federal Funding? No****Compensation Amount:** \$104,000 total

The Housing Council at PathStone, Inc.

\$96,700

Empire Justice Center

\$7,300

\$104,000

**How was this determined?**

These funds were allocated from the third round of CARES Act Community Development Block Grant-Coronavirus (CDBG-CV3) as identified in the 2019-20 Annual Action Plan, Consolidated Community Development Plan and will supplement the activities addressed in their 21-22 agreement funded by FY 21-22 CDBG. Funding foreclosure prevention services maintains the capacity to leverage other funds to prevent residential foreclosures in the City. Preventing foreclosure is a key strategy in reducing homelessness rates, maintaining economic stability for households, reducing the number of vacant houses and protecting tax revenue. Using leveraged sources from other funders, the agencies reach significant numbers of households across the City, increasing the impact of their services.

The MWBE Officer has reviewed the proposed Agreement for MWBE and Workforce goals. MWBE Officer Initials *Jmm*

Date: *5/5/2021*

Signature Department Head:



Sam Kuhnle

Signature: Department Head

5/12/21 NBD02

Date



**Appropriating Community Development Block Grant-Coronavirus funds and authorizing new and amendatory agreements to provide for Aging in Place, Tenant Landlord Services and Foreclosure Prevention Services**

BE IT ORDAINED, by the Council of the City of Rochester as follows:

Section 1. The Mayor is hereby authorized to enter into a professional services agreement Lifespan of Greater Rochester, Inc. to implement the Aging in Place program. The maximum compensation for said services shall be \$58,000, which amount is hereby appropriated from the Aging in Place allocation of the Consolidated Community Development Plan/2019-2020 Annual Action Plan (2019-20 Annual Action Plan) as last amended by Ordinance No. 2021-\_\_\_ [Council staff to fill in Ordinance No. June's NBD item 1]. The term of the agreement shall be for 1 year with the option to continue for up to one additional year if appropriated funds remain.

Section 2. The Mayor is hereby authorized to enter into an amendatory professional services agreement with The Legal Aid Society of Rochester, New York to provide additional housing stabilization services. The amendatory agreement shall amend the existing agreement authorized by Ordinance No. 2019-174 and amended by Ordinance No. 2020-134 to increase the maximum compensation by \$70,000 to a new total of \$350,000. The amendatory maximum compensation amount of \$70,000 is hereby appropriated from the Tenant Landlord Services allocation of the 2019-20 Annual Action Plan as last amended by Ordinance No. 2021-\_\_\_ [Council staff to fill in Ordinance No. June's NBD item 1].

Section 3. The Mayor is hereby authorized to enter into an amendatory professional services agreement with The Housing Council at PathStone, Inc. to provide additional foreclosure prevention services. The amendatory agreement shall modify the existing agreement authorized by Ordinance No. 2019-175 and amended by Ordinance No. 2020-135 to increase the maximum compensation by \$96,700 to a new total of \$305,200. The amendatory maximum compensation amount of \$96,700 is hereby appropriated from the Foreclosure Prevention Services allocation of the 2019-20 Annual Action Plan as last amended by Ordinance No. 2021-\_\_\_ [Council staff to fill in Ordinance No. June's NBD item 1].

Section 4. The Mayor is hereby authorized to enter into an amendatory professional services agreement with Empire Justice Center to provide additional foreclosure prevention services. The amendatory agreement shall amend the existing agreement authorized by Ordinance No. 2019-175 and amended by Ordinance No. 2020-135 to increase the maximum compensation by \$7,300 to a new total of \$38,800. The amendatory maximum compensation amount of \$7,300 is



hereby appropriated for that purpose from the Foreclosure Prevention Services allocation of the 2019-20 Annual Action Plan as last amended by Ordinance No. 2021-\_\_\_\_[Council staff to fill in Ordinance No. June's NBD item 1].

Section 5. The agreements shall contain such additional terms and conditions as the Mayor deems to be appropriate. The City and implementing agencies shall enter into agreements for these services only with organizations that are in compliance with federal rules and regulations, including without limitation those issued pursuant to the federal Coronavirus Aid, Relief and Economic Security (CARES) Act. If funding sources are different, not available, or less than anticipated, the amendatory agreement amounts may be adjusted accordingly.

Section 6. This ordinance shall take effect immediately.





## City of Rochester

City Hall Room 308A, 30 Church Street  
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www.cityofrochester.gov

## NEIGHBORHOOD & BUSINESS DEVELOPMENT INTRODUCTORY NO.

203

Lovely A. Warren  
Mayor

May 20, 2021

NBD03

TO THE COUNCIL

Ladies and Gentlemen:

Re: 2021-22 Annual Action Plan, Consolidated  
Community Development Plan

Council Priority: Rebuilding and Strengthening  
Neighborhood Housing; Jobs and Economic  
Development

Comprehensive Plan 2034 Initiative Area:  
Reinforcing Strong Neighborhoods; Fostering  
Prosperity & Opportunity

Transmitted herewith for your approval is legislation related to the acceptance and programing of the City's annual allocation of funding from the U.S. Department of Housing and Urban Development (HUD). This legislation will:

1. Approve the 2021-22 Annual Action Plan.
2. Authorize the submission of this document to HUD
3. Authorize agreements with HUD for the receipt and use of HUD funds to implement the plan.

The Plan addresses HUD's planning and application requirements for their formula grant programs, which include: the Community Development Block Grant (CDBG), HOME Investment Partnerships (HOME), Emergency Solutions Grants (ESG), and Housing Opportunities for Persons with AIDS (HOPWA). HUD requires jurisdictions to prepare multi-year strategic plans and annual action plans to guide use of HUD funds.

In June 2020, the City adopted a five-year strategic plan, the 2020-24 Consolidated Plan, that identifies priority needs and goals for community and economic development. It covers the period from July 1, 2020 through June 30, 2025.

The Annual Action Plan, which covers the period from July 1, 2021 to June 30, 2022, describes specific projects and activities that will be undertaken in the second program year of the Comprehensive Plan to address priority needs and goals.

The estimated total funds available for 2021-22 is \$13,123,502 from the following sources:

Community Development Block Grant (CDBG)	\$8,384,622
Home Investment Partnerships Program (HOME)	\$2,478,281
Emergency Solutions Grant (ESG)	\$ 707,618
Housing Opportunities for Persons with AIDS (HOPWA)	\$1,002,981
CDBG Program Income	\$ 500,000
HOME Program Income	<u>\$ 50,000</u>
TOTAL	\$13,123,502





The Annual Action Plan includes 30 projects that address issues such as affordable housing, community development, economic development, public facilities and infrastructure, youth development/employment, and a wide array of public services.

Significant allocation highlights of the 2021-22 Annual Action Plan include:

- \$1,800,000 for the Demolition Program
- \$1,608,711 for the Affordable Housing Fund
- \$1,000,400 for DRHS Play Apparatus
- \$1,002,981 for HOPWA
- \$707,618 for ESG
- \$475,000 for Business Development Financial Assistance
- \$575,522 for Housing Rehabilitation
- \$400,000 for Residential Street Rehabilitation
- \$400,000 for Job Creation/Youth Development
- \$300,000 for Homebuyer Assistance

Community input was solicited in a live virtual Q&A session with the public via Zoom and a dial-in phone conference on March 4, 2021. An additional public meeting will be held on May 27.

A public hearing on the 2021-2022 Annual Action Plan is required and will be held on June 10.

Respectfully submitted,



Lovely A. Warren  
Mayor



203

Ordinance No.

**Approving the 2021-22 Annual Action Plan**

WHEREAS, there is pending before this Council a 2021-22 Annual Action Plan (the Action Plan) to be financed with \$13,123,502 available to the City of Rochester from the federal Community Development Block Grant (CDBG), Home Investment Partnerships Program (HOME), Emergency Solutions Grant (ESG), Housing Opportunities for Persons with AIDS (HOPWA), CDBG Program Income, and HOME Program Income;

WHEREAS, the five-year Five Year Consolidated Plan/2020-2024 approved in June, 2020 by Ordinance No. 2020-153 (Consolidated Plan) identifies the priority needs and goals for community and economic development, and the Action Plan, which covers the period from July 1, 2021 to June 30, 2022, describes the projects and activities that will be taken to pursue those needs and goals during the Consolidated Plan's second program year;

WHEREAS, the Action Plan has been prepared according to an approved Citizen Participation Plan, as modified upon public notice to comply with social distancing requirements, emergency orders issued by the State Governor and City Mayor and other exigencies created by the coronavirus pandemic, and the Action Plan reflects the public comments received and the consultations that were conducted;

WHEREAS, the City conducted an initial round of citizen participation activities in March 2021 to inform the development of the Action Plan, which included the hosting of a virtual public question and answer session conducted via Zoom on March 4, 2021;

WHEREAS, on May 7, 2021, the City published the draft Action Plan for public review and invited public comments during a period extending to June 9, 2021;

WHEREAS, on May 27, 2021, the City hosted a virtual public meeting via Zoom to receive additional public comments regarding the Action Plan;

WHEREAS, on June 10, 2021, a final draft of the Action Plan was presented to the City Council and posted on-line through the City's Consolidated Community Development Plan Information webpage;



WHEREAS, on June 10, 2021, the City Council conducted a public hearing that was streamed live on the Council's Facebook and YouTube internet pages wherein the members heard comments on the needs, strategies, and proposed actions contained in the Action Plan;

WHEREAS, the City Council has reviewed with City staff the needs, strategies and proposed actions that are set forth in the Action Plan; and

WHEREAS, the City Council has reviewed the public comments and recommendations.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Rochester as follows:

Section 1. The Council hereby approves the 2021-22 Annual Action Plan.

Section 2. The Council hereby authorizes the submission of said Action Plan to the United States Department of Housing and Urban Development (HUD).

Section 3. The Council hereby authorizes the Mayor to enter into such agreements and to execute such documents as HUD shall require to allow the City to receive and use the HUD funds necessary to implement the programs and projects set forth in the Action Plan.

Section 4. This ordinance shall take effect immediately.





**City of Rochester**

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**NEIGHBORHOOD &  
BUSINESS DEVELOPMENT  
INTRODUCTORY NO.**

244

**Lovely A. Warren**  
Mayor

May 20, 2021

NBD04

TO THE COUNCIL

Ladies and Gentlemen:

Re: 2021-22 Annual Action Plan, Consolidated  
Community Development Plan – Neighborhood  
Commercial Assistance Program

Council Priority: Jobs and Economic Development

Comprehensive Plan 2034 Initiative Area:  
Fostering Prosperity & Opportunity

Transmitted herewith for your approval is legislation related to the City of Rochester's Business Programs as described in the 2021-22 Annual Action Plan. This legislation will:

1. Appropriate a total of \$75,000 CDBG funds from the Neighborhood Commercial Assistance Program of the Promote Economic Stability allocation.
2. Authorize agreements necessary to implement the programs.

Funding will be utilized to provide small business matching grants to businesses through the Neighborhood Commercial Assistance Program. It is anticipated 9 businesses will be assisted and 25 jobs created/retained as a result of these funds.

Respectfully submitted,

Lovely A. Warren  
Mayor





**INTRODUCTORY NO.**

**204**

NBD#4

Ordinance No.

**Appropriating funds for the Neighborhood Commercial Assistance Program**

BE IT ORDAINED, by the Council of the City of Rochester as follows:

Section 1. The sum of \$75,000 is hereby appropriated from the Neighborhood Commercial Assistance Program (the Program) allocation of the 2021-22 Annual Action Plan to implement the Program, contingent upon the approval of said Plan.

Section 2. The Mayor is hereby authorized to enter into such agreements as may be necessary to implement the Program authorized herein.

Section 3. This ordinance shall take effect immediately.





**City of Rochester**

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**NEIGHBORHOOD &  
BUSINESS DEVELOPMENT  
INTRODUCTORY NO.**

205

**Lovely A. Warren**  
Mayor

May 20, 2021

NBD05

TO THE COUNCIL

Ladies and Gentlemen:

Re: 2021-22 Annual Action Plan, Consolidated  
Community Development Plan – Business  
Development Financial Assistance Program

Council Priority: Jobs and Economic Development

Comprehensive Plan 2034 Initiative Area:  
Fostering Prosperity & Opportunity

Transmitted herewith for your approval is legislation related to the City of Rochester's Business Programs as described in the 2021-22 Annual Action Plan. This legislation will:

1. Appropriate a total of \$475,000 CDBG funds from the Business Development Financial Assistance Program of the Promote Economic Stability allocation.
2. Authorize agreements necessary to implement the programs.

Funding will be utilized to provide low-interest loans and grants to businesses through the Business Development Financial Assistance Program. It is anticipated 15 businesses will be assisted and 100 jobs created/retained as a result of these funds.

Respectfully submitted,

Lovely A. Warren  
Mayor





**INTRODUCTORY NO.**

**205**

NBD#5

Ordinance No.

**Appropriating funds for the Business Development Financial Assistance Program**

BE IT ORDAINED, by the Council of the City of Rochester as follows:

Section 1. The sum of \$475,000 is hereby appropriated from the Business Development Financial Assistance Program (the Program) allocation of the 2021-22 Annual Action Plan to implement the Program, contingent upon approval of said Plan.

Section 2. The Mayor is hereby authorized to enter into such agreements as may be necessary to implement the Program authorized herein.

Section 3. This ordinance shall take effect immediately.





## City of Rochester

City Hall Room 308A, 30 Church Street  
Rochester, New York 14614-1290  
www.cityofrochester.gov

## NEIGHBORHOOD & BUSINESS DEVELOPMENT INTRODUCTORY NO.

206

Lovely A. Warren  
Mayor

May 20, 2021

NBD06

### TO THE COUNCIL

Ladies and Gentlemen:

Re: 2021-22 Annual Action Plan, Consolidated  
Community Development Plan, Agreements – Street  
Liaison Services

Council Priority: Creating and Sustaining a Culture of  
Vibrancy

Comprehensive Plan 2034 Initiative Area:  
Reinforcing Strong Neighborhoods

Transmitted herewith for your approval is legislation related to the Quadrant Planning Support Program. This legislation will:

1. Appropriate \$90,000 from the Street Liaison allocation of the 2021-2022 Annual Action plan for the City's use to operate the program.
2. Establish \$25,000 as maximum compensation for agreements with the following entities to provide business development street liaison services for each of the city's quadrants. This program will be funded from the appropriation listed in number 1 above.

#### Northeast Quadrant

- Action for a Better Community, Incorporated, \$20,000 (CEO: Jerome Underwood)  
Serving: Portland Avenue/Joseph Avenue/Hudson Avenue/Public Market\*
- Isla Housing and Development Corporation, \$5,000 (Executive Director: Sonia Nuñez)  
Serving: North Clinton Avenue

#### Northwest Quadrant

- Highland Planning LLC, \$20,000 (Principal: Tanya M. Zwahlen)  
Serving: Lyell Avenue/Dewey Avenue/West Ridge Road/Lake Avenue

#### Southeast Quadrant

- Highland Planning LLC, \$20,000 (Principal: Tanya M. Zwahlen)  
Serving: South Avenue/South Clinton Avenue/Monroe Avenue/East Main (Goodman to Culver)

#### Southwest Quadrant

- 19th Ward Community Association of Rochester, New York, Inc., \$25,000 (President: Karen Emerson)  
Serving: West Main/Jefferson Avenue/Genesee Street/Chili Avenue/Mt Hope Avenue\*

\*New corridors to be served in 2021

The mission of the Street Liaison is to function as a liaison between the City of Rochester Business Development Team, Neighborhood Service Center Administrator and neighborhood businesses; provide detailed reports of business activities and concerns faced by businesses to City of Rochester staff; work collaboratively with business associations, neighborhood groups,



residents and City of Rochester staff to attract and populate business corridors with products and services that meet the consumer needs of the local and greater community. The requested funding will serve at least 200 businesses. Program was transferred to the NSC in 2017 and has served over 600 businesses.

The above agencies were selected through an RFQ that was completed June in 2019. All selected agencies provided a satisfactory performance. To maintain their services, a new RFQ was not initiated. A Justification Statement for not issuing an RFP is attached.

Action for a Better Community and Highland Planning have been contracted to serve the City in this capacity as far back as 2014. 19th Ward Community Association began contracting in 2017, and Isla Housing and Development Corporation began in 2019.

The agreements will be in effect from July 1, 2021 through June 30, 2022.

Respectfully submitted,



Lovely A. Warren  
Mayor



## JUSTIFICATION STATEMENT

## Awarding a Professional Services Agreement Without a Request for Proposals

The Procurement of Professional Services Policy (Ord. No. 2012-318) requires an RFP to be issued under most circumstances. If it is determined that an RFP process will not benefit the City, this form must be completed, signed by the Department Head, and kept on file (electronically or hard copy). It must also be submitted:

1. To City Council as an attachment to the transmittal letter for any PSA that exceeds \$10,000, and
2. To the contract record when entered in Munis.

**Department:**      **Neighborhood and Business Development**      **Service(s):** **Street Liaison**

**Vendor/Consultant selected:**

Action for a Better Community, Inc. for Northeast  
 Isla Development for the Northeast  
 Highland Planning LLC, for Southeast and Northwest  
 19<sup>TH</sup> Ward Community Association for Southwest

**How was the vendor selected?**

RFQ June 2019

**Why was no RFP Issued for this service?**

(Your rationale should include the following information when applicable)

- Is there **previous experience** with the vendor? Describe why it is in the City's best interest to continue with them and not solicit others.

These agencies were selected through an RFQ that was completed June in 2019. All selected agencies provided a satisfactory performance in 2020-2021. To maintain their services a new RFQ was not initiated.

- Are there **unique or emergency circumstances**? Describe how an RFP process would jeopardize the success of the project.

It would cause a start date delay and continuous services from fiscal year to the other would be interrupted.

- Is the service **specialized and unique**? Is the number of **qualified providers limited**? Describe the Department's experience with and knowledge of the market and why an RFP would not produce additional qualified consultants.

Street Liaison work is a special skill that requires knowledge of businesses and commercial corridor's.

It takes more than one calendar year to establish a relationship for sustainability.

- Does the project include **multi-year State or Federal funding**? Explain why it is in the best interest of the project and the City to continue with the same consultant (e.g. where the design consultant on a project is retained for resident project representation services).

Yes, it is Federal funding.

The city has few

agencies that engage in this type of work.

**Compensation**

Amount: \$90,000 (4 agencies).

How was this determined? Explain how it is a reasonable and best value for the City.

\$5,000 per corridor is the minimum. Agencies are contracted for a minimum of 1 and up to 5 corridors.



The MWBE Officer has reviewed the proposed Agreement for MWBE and Workforce goals.

MWBE Officer Initials: dhm

Date: 5/5/2021

Signature: Department Head: [Signature]

Date: 5/5/2021





## **Street Liaison Report**

**August 2020 to April 2021**

*The Street Liaison program delivers essential services to the business community within targeted commercial corridors found in their respective quadrants by providing access to information to support business growth, attracting new businesses and supporting economic development in neighborhood business corridors.*

*Contracts were awarded to Action for a Better Community, Highland Planning, Isla Development and 19<sup>TH</sup> Ward Community Organization to deliver Street Liaison Services in each of the four quadrants of the City for a total amount of \$80,000.*

*In 2020-2021 fiscal year, three (3) contract totals for \$20,000, one (1) was \$15,000 and one (1) was \$5,000.*

In contract year 2020-21 the Street Liaison activity will be measured by the new Collector Application for field based mapping. This application will be used to maintain current business information including occupancy status, business name, and business contacts.

### **Commercial Corridors 2020-2021**

#### **Northeast**

Hudson Avenue/Joseph Avenue/Portland Avenue/N. Clinton

#### **Southwest**

Chili Avenue & West Avenue/Genesee Street & Scottsville Road/Jefferson Avenue/Thurston, Brooks Avenue & Arnett/West Main/South Plymouth Avenue

#### **Northwest**

Lyell Avenue/Dewey Avenue/Lake Avenue/West Ridge Rd.

#### **Southeast**

South Avenue/South Clinton/North Goodman



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**NBD06**

**Total Number of new businesses assisted. This is in addition to the contractual obligation of regular monthly check-in. Information being gathered for year-end report July 2021**

**Business Assisted with grant and or tech support with application (BA)**  
*To be provided with year-end report.*

**Northeast/** N. Clinton/ Hudson Avenue/Joseph Avenue/Portland Avenue

- 22

**Southwest/** Chili Avenue & West Avenue/Genesee Street & Scottsville Road/Jefferson Avenue/Thurston, Brooks Avenue & Arnett/West Main/South Plymouth Avenue

- 25

**Northwest/** Lyell Avenue/Dewey Avenue/Lake Avenue/West Ridge Rd.

- 24

**Southeast/** South Avenue/South Clinton/North Goodman

- 24

**Grand Total-95**

---

**Northeast/** Hudson Avenue/Joseph Avenue/Portland Avenue/N. Clinton

**NB=New Business to Corridor**

1. ABC Headstart
2. Quick Wigs Salon
3. Joseph Market
4. Versatile Grill
5. Sunshine Foods
6. Munchy's Take Out
7. Up North Attitude Boutique and Barbershop
8. Snapple's Lips Liquor Store
9. Bodega Grocery
10. Mommy and Me Boutique
11. Shalaan Style Salon
12. Stallion Beauty
13. Trimmer Barber Shop
14. Premium Mart
15. Competition Kitchen
16. Lovely Boutique
17. La Minita De Amando
18. MiAmors Kitchen and Grill



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**NBD06**

19. Cibao ( New Owners)
20. Full service Barbary
21. Tire SHOP
22. Life Eatery

**Southwest/** Chili Avenue & West Avenue/Genesee Street & Scottsville Road/Jefferson Avenue/Thurston, Brooks Avenue & Arnett/West Main/South Plymouth Avenue

**NB=New Business to Corridor's**

1. Rochester Dance Fit Studios
2. Kissed by a Goddess Natural Hair
3. Suite 5 Fifty 4
4. Amer Mini Mart
5. Caring Choices Pregnancy Help
6. Rosey Property Management
7. Ink Drip Tattoo
8. Tropical Blendz Café & Juice Bar
9. BluTique Beauty Bar
10. Molecular Eatery & Patisserie
11. Candy Galore, Food & More
12. Nellie's House of Soul
13. Yendo Rodney,
14. Ruby Auto Sales
15. Milanzi Collection
16. Roc City Taverns LLC, DBA Tin Roof
17. C.H.A.O.S. Unlimited, Inc
18. Supreme Exotic Reptiles
19. Supreme Salad Bar
20. Relax & Restore
21. Noetic Learning Center LLC
22. Invasions Boutique
23. Sophie's Beauty Bar / Plus
24. Roc Solid Barber Lounge
25. Andy's Southern Deli, Inc

**Northwest/** Lyell Avenue/Dewey Avenue/Lake Avenue/West Ridge Rd.

**NB= New Business to Corridor**

1. Tipco House Bar & Grill/Lake
2. Tavaj Presents LLC/Ma'ama Tee's Cookin' and Catering/Lake
3. Speedy Greedy/Dewey



[Type here]

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**NBD06**

4. Rub M.D./Dewey
5. Angelex African Market/Dewey
6. Royal Car Wash/W. Ridge
7. Wags to Rich's Dog Daycare/W. Ridge
8. Quick Cans/Lyell
9. Cuts & More Barbershop/ W. Ridge
10. GauranTeeth LLC/W. Ridge
11. Heavenly Aroma/Lyell
12. RAAB Entertainment/Dewey
13. B+ Healthy Fresh Food Market/Dewey
14. MVP Styles/Dewey
15. The Ladies Shop/Dewey
16. Decades Beauty Bar & Boutique/Lake
17. Nepali Chulo & Bazaar/Lake
18. Excell Auto World/ Tony Rose Auto Sales/W. Ridge Rd
19. Napa Auto Parts/Lake
20. Jose Joe's Burgers & Burritos/Lake
21. MT Ed/Lake
22. Donuts Delite/West Ridge Rd
23. Finesse Barber & Beauty/ W. Ridge Rd.
24. Lavish Beauty/Lyell

## **Southeast**

### **NB= New Business to Corridor**

1. Entourage Beauty Bar/S. Clinton
2. Flawless Rebel/S. Clinton
3. Matilda's/NOTABA
4. Rock Burger/Mt. Hope
5. Beards N Tattooz/S. Clinton
6. Pizza Wizzard/S. Clinton
7. Owl House Café/S. Clinton
8. Adorned/Monroe
9. Forest Ink Tattoos/N. Goodman
10. Different Vybez Barber Shop/N. Goodman
11. Laugh N Learn/N. Goodman
12. Krunchy Krispy Chicken/S. Clinton
13. Bubby's BBQ/South
14. BBQ Chicken/Monroe
15. Strange Birds/Monroe
16. NYC #1 Deli and Grill/ S. Clinton



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**NBD06**

17. Pamper Me Pretty/ S. Clinton
18. Counterspell Tattoo/ S. Clinton
19. Crumpets/Monroe Ave
20. Scents By Design/NOTABA
21. Cobbs Hill Market/Monroe
22. Grass Fed Vegan Butcher/Monroe
23. Master Falefel/Monroe Ave
24. Acadia Canna + Kratom/Monroe

**Respectfully submitted**

Daisy Rivera Algarin

NSC Director



**206**

Ordinance No.

**Appropriating funds and authorizing agreements relating to the 2021-22 Street Liaison Program**

BE IT ORDAINED, by the Council of the City of Rochester as follows:

Section 1. The sum of \$90,000 is hereby appropriated from the Street Liaison allocation of the 2021-22 Annual Action Plan (Plan) to implement the Street Liaison Program, contingent upon approval of the Plan.

Section 2. The Mayor is hereby authorized to enter into professional services agreements to obtain business development Street Liaison services for each of the City's four quadrants for the maximum compensation amounts as follows:

- a) for the Northeast Quadrant: with Action for a Better Community, Incorporated for \$20,000 and with Isla Housing and Development Corporation for \$5,000;
- b) for the Northwest Quadrant: with Highland Planning LLC for \$20,000;
- c) for the Southeast Quadrant: with Highland Planning LLC for \$20,000;  
and
- d) for the Southwest Quadrant: with 19<sup>th</sup> Ward Community Association of Rochester, New York, Inc. for \$25,000.

The agreements shall be funded from the appropriation in Section 1 herein, and the term for each agreement shall be from July 1, 2021 to June 30, 2022.

Section 3. The agreements shall contain such additional terms and conditions as the Mayor deems to be appropriate.

Section 4. This ordinance shall take effect immediately.





## City of Rochester

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## NEIGHBORHOOD & BUSINESS DEVELOPMENT INTRODUCTORY NO.

207

Lovely A. Warren  
Mayor

May 20, 2021

NBD07

TO THE COUNCIL

Ladies and Gentlemen:

Re: 2021-22 Annual Action Plan, Consolidated  
Community Development Plan - Demolition Program

Council Priority: Creating and Sustaining a Culture of  
Vibrancy; Rebuilding and Strengthening  
Neighborhood Housing

Comprehensive Plan 2034 Initiative Area:  
Reinforcing Strong Neighborhoods; Public Safety

Transmitted herewith for your approval is legislation related to the City's Demolition Program. This legislation will appropriate \$1,800,000 of Community Development Block Grant funds from the 2021-22 Annual Action Plan, Demolition Program allocation to operate the Demolition Program.

The funds will allow the City to continue its demolition program. Demolition includes City-owned and privately-owned structures. These funds will remove approximately 100 residential properties over the next twelve months.

Respectfully submitted,

Lovely A. Warren  
Mayor





207

Ordinance No.

**Appropriating funds for the Demolition Program**

BE IT ORDAINED, by the Council of the City of Rochester as follows:

Section 1. The sum of \$1,800,000 is hereby appropriated from the Demolition Program allocation of the 2021-22 Annual Action Plan (Plan) for the Demolition Program (Program) to continue the removal of vacant, derelict and fire damaged structures in the City of Rochester, contingent upon the approval of the Plan.

Section 2. The Mayor is hereby authorized to enter into agreements with recipients and to execute such other documents as may be necessary to implement the Program. All such agreements shall contain such additional terms and conditions as the Mayor deems to be appropriate.

Section 3. This ordinance shall take effect immediately.





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## NEIGHBORHOOD & BUSINESS DEVELOPMENT INTRODUCTORY NO.

208

Lovely A. Warren  
Mayor

May 20, 2021

NBD08

TO THE COUNCIL

Ladies and Gentlemen:

Re: 2021-22 Annual Action Plan, Consolidated  
Community Development Plan – Emergency  
Assistance Program

Council Priority: Rebuilding and Strengthening  
Neighborhood Housing;

Comprehensive Plan 2034 Initiative Area:  
Reinforcing Strong Neighborhoods;

Transmitted herewith for your approval is legislation related to the Emergency Assistance Program. This legislation will appropriate \$100,000 of Community Development Block Grant funds from the 2021-22 Annual Action Plan, Emergency Assistance Program allocation to operate the program.

The program provides financial assistance to eligible owner- occupants to address emergencies related to replacement of furnace/boiler, hot water tanks and other emergencies. The funds will assist approximately 50 households. The City will continue to use its existing term agreements with the various service providers to perform the necessary work.

Owners must be current with City and Monroe County property taxes and not be subject to tax or mortgage foreclosure. Household incomes must be at or below 80% of the Housing and Urban Development (HUD) area median income to be adjusted annually.

Since the program began in 2014, a total of 391 furnaces and 194 water tanks have been replaced.

Respectfully submitted,

Lovely A. Warren  
Mayor





Ordinance No.

**Appropriating funds for the Emergency Assistance Program**

BE IT ORDAINED, by the Council of the City of Rochester as follows:

Section 1. The sum of \$100,000 is hereby appropriated from the Emergency Assistance Program allocation of the 2021-22 Annual Action Plan (Plan) for the City's use to operate the Emergency Assistance Program (Program) to assist eligible homeowners to replace a heating furnace/boiler, hot water tank or to address other emergencies, contingent upon the approval of the Plan.

Section 2. The Mayor is hereby authorized to enter into agreements with recipients and to execute such other documents as may be necessary to implement the Program. All such agreements shall contain such additional terms and conditions as the Mayor deems to be appropriate.

Section 3. This ordinance shall take effect immediately.





## City of Rochester

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### NEIGHBORHOOD & BUSINESS DEVELOPMENT INTRODUCTORY NO.

209

Lovely A. Warren  
Mayor

May 20, 2021

NBD09

TO THE COUNCIL

Ladies and Gentlemen:

Re: 2021-22 Annual Action Plan, Consolidated  
Community Development Plan – Housing  
Rehabilitation program

Council Priority: Rebuilding and Strengthening  
Neighborhood Housing

Comprehensive Plan 2034 Initiative Area:  
Reinforcing Strong Neighborhoods

Transmitted herewith for your approval is legislation related to the Housing Rehabilitation Program. This legislation will appropriate \$575,522 of Community Development Block Grant funds from the 2021-22 Annual Action Plan, Housing Rehabilitation Program allocation to operate the Housing Rehabilitation Program.

The program provides financial assistance to eligible owner-occupants who own a 1-4 family residential structure. The funds allocated in the following manner: to support areas where housing development projects are located; areas where the most gain can be achieved as per the Housing Market Study; and to mitigate blight and hazards city-wide. The funds will assist approximately 22 properties.

Owners must be current with City and Monroe County property taxes and not be subject to tax or mortgage foreclosure. Household incomes must be at or below 80% of the Housing and Urban Development (HUD) area median income to be adjusted annually.

Respectfully submitted,

Lovely A. Warren  
Mayor





**INTRODUCTORY NO.**

**209**

NBD#9

Ordinance No.

**Appropriating funds for the Housing Rehabilitation Program**

BE IT ORDAINED, by the Council of the City of Rochester as follows:

Section 1. The sum of \$575,522 is hereby appropriated from the Housing Rehabilitation Program allocation of the 2021-22 Annual Action Plan (Plan) for the City's use to operate its Housing Rehabilitation Program (Program), contingent upon approval of the Plan.

Section 2. The Mayor is hereby authorized to enter into agreements with recipients and to execute such other documents as may be necessary to implement the Program. All such agreements shall contain such additional terms and conditions as the Mayor deems to be appropriate.

Section 3. This ordinance shall take effect immediately.





**City of Rochester**

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**NEIGHBORHOOD &  
BUSINESS DEVELOPMENT  
INTRODUCTORY NO.**

**210**

**Lovely A. Warren**  
Mayor

May 20, 2021

NBD10

TO THE COUNCIL

Ladies and Gentlemen:

Re: Agreement – Multi-Craft Apprenticeship  
Preparation Program, Inc.

Council Priority: Rebuilding and Strengthening  
Neighborhood Housing; Jobs and Economic  
Development

Comprehensive Plan 2034 Initiative Area:  
Reinforcing Strong Neighborhoods

Transmitted herewith for your approval is legislation establishing \$46,731.16 as maximum compensation for an agreement with Multi-Craft Apprenticeship Preparation Program, Inc. (MAPP), Kereem Berry, Executive Director, 40 Humboldt Street, Suite 112, Rochester, NY 14609 for the Project Phoenix program. The agreement will be funded from 2019-20 Cash Capital.

Project Phoenix offers an opportunity for on-the-job training in the construction industry. It engages City of Rochester residents to consider pursuing a career in the construction and building trades. The goal is to help facilitate viable employment opportunities and positively address the city of Rochester's critical housing needs. The funds will be used to purchase materials, supplies, tools and other items to run the program. More information about the program can be found on their website: [https://mappinc.org/our-work.html#project\\_phoenix](https://mappinc.org/our-work.html#project_phoenix)

The term of the agreement will be for one (1) year with the option to extend for one additional year if funds remain in the agreement.

Respectfully submitted,

Lovely A. Warren  
Mayor





**INTRODUCTORY NO.**

NBD#10

210

Ordinance No.

**Authorizing an agreement for the Project Phoenix program**

BE IT ORDAINED, by the Council of the City of Rochester as follows:

Section 1. The Mayor is hereby authorized to enter into a professional services agreement with Multi-Craft Apprenticeship Preparation Program, Inc. to implement the Project Phoenix on-the-job training program for construction jobs. The maximum compensation for the agreement shall be \$46,731.16, which shall be funded from 2019-20 Cash Capital. The term of the agreement shall be one year with the option to extend for one additional year if appropriated funds remain.

Section 2. The agreement shall contain such additional terms and conditions as the Mayor deems to be appropriate.

Section 3. This ordinance shall take effect immediately.





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## NEIGHBORHOOD & BUSINESS DEVELOPMENT INTRODUCTORY NO.

211

Lovely A. Warren  
Mayor

May 20, 2021

NBD11

TO THE COUNCIL

Ladies and Gentlemen:

Re: Agreement – The Center for Dispute Settlement,  
Inc., Hearing Officer Services

Council Priority: Rebuilding and Strengthening  
Neighborhood Housing;

Comprehensive Plan 2034 Initiative Area:  
Reinforcing Strong Neighborhoods; Public Safety

Transmitted herewith for your approval is legislation to establish \$16,000, as maximum compensation for an agreement with The Center for Dispute Settlement, Inc., Shira May, President & CEO, 16 East Main Street, Suite 800, Rochester, NY 14614 to provide a Hearing Officer for the City's Housing Rehabilitation and Demolition programs, and for Code Enforcement. The agreement will be funded from the 2021-22 Budget of the Department of Neighborhood and Business Development, contingent upon its approval. The term of the agreement will be for one (1) year with the option to extend for two (2) additional one year terms. The maximum compensation for each of the one-year extensions, if exercised, is \$16,000 which would be funded from the Budget of the Department of Neighborhood and Business Development, contingent upon approval of said budget years.

Respectfully submitted,

Lovely A. Warren  
Mayor





### JUSTIFICATION STATEMENT

#### Awarding a Professional Services Agreement Without a Request for Proposals

The Procurement of Professional Services Policy (Ord. No. 2012-318) requires an RFP to be issued under most circumstances. If it is determined that an RFP process will not benefit the City, this form must be completed, signed by the Department Head, and kept on file (electronically or hard copy). It must also be submitted:

1. To City Council as an attachment to the transmittal letter for any PSA that exceeds \$10,000, and
2. To the contract record when entered in Munis.

**Department:** *Neighborhood & Business Development*

**Service(s):** *Hearing Officer*

**Vendor/Consultant selected:** *Center for Dispute Settlement (CDS), 16 E. Main St., Suite 800, Roch. NY*

**How was the vendor selected?**

*Center for Dispute Settlement had previous PSA for services requested*

**Why was no RFP issued for this service?**

- Is there **previous experience** with the vendor?

*CDS has provided hearing officer services for the City's housing rehabilitation and private demolition hearings for more than 18 years. They are familiar with the process and procedures & have more than one hearing officer available. The hearing officers are all certified in dispute resolution. They provide written hearing decisions in a timely manner.*

- Are there **unique or emergency circumstances**?

*Demolition hearings are held on a monthly basis. Requiring a RFP would mean stopping the demolition hearing process until selection of a service provider. In addition, selection of a new provider would require training in the City's process which would further delay the ability to hold demolition hearings in an uninterrupted manner.*

- Is the service **specialized and unique**? Is the number of **qualified providers limited**?

*The Center for Dispute Settlement provides a specialized service. They are the only non-profit, dispute resolution service located in the city of Rochester. All hearing officers are certified in dispute resolution.*

- Does the project include **multi-year State or Federal funding**?

*The services requested from the CDS do not include or require multi-year State or Federal funding.*

#### Compensation

Amount: \$16,000

How was this determined? Explain how it is a reasonable and best value for the City.

- *The CDS is requesting \$190 per hearing case. This fee includes both presiding as the hearing officer and providing written hearing decisions. Private lawyers would charge \$250 + per hour plus and additional fee for written findings.*

**The MWBE Officer has reviewed the proposed Agreement for MWBE and Workforce goals. MWBE**

Officer Initials:

*JNM*

Date:

*5/12/2021*



NBD11

Samy Kuhnle

Signature: Department Head

5/12/21

Date



211

Ordinance No.

**Authorizing an agreement for hearing officer services**

BE IT ORDAINED, by the Council of the City of Rochester as follows:

Section 1. The Mayor is hereby authorized to enter into a professional services agreement with The Center for Dispute Settlement, Inc. to provide a hearing officer for the City's housing rehabilitation and demolition programs and code enforcement. The term of the agreement shall be one year, with the option to extend for up to two additional one-year periods. The maximum annual compensation shall be \$16,000, which shall be funded from the 2021-22 Budget of the Department of Neighborhood and Business Development (NBD) for the initial term, and from future years' Budgets of NBD for any optional extended terms, contingent upon approval of said budgets.

Section 2. The agreement shall contain such additional terms and conditions as the Mayor deems to be appropriate.

Section 3. This ordinance shall take effect immediately.





## City of Rochester

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## NEIGHBORHOOD & BUSINESS DEVELOPMENT INTRODUCTORY NO.

212

Lovely A. Warren  
Mayor

May 20, 2021

NBD12

TO THE COUNCIL

Ladies and Gentlemen:

Re: 2021-22 Annual Action Plan, Consolidated  
Community Development Plan – Homebuyer  
Assistance Program

Council Priority: Rebuilding and Strengthening  
Neighborhoods

Comprehensive Plan 2034: Reinforcing Strong  
Neighborhoods

Transmitted herewith for your approval is legislation related to the City of Rochester's Homebuyer Assistance Program of the 2021-22 Annual Action Plan. This legislation will:

1. Appropriate \$300,000 in HOME funding from the 2021-22 HOME Investment Partnership Program (HOME) / Homebuyer Assistance Allocation of the 2021-22 Annual Action Plan
2. Authorize agreements with the recipients of Homebuyer Assistance Funds for up to \$8,000 to purchase houses through the City's housing initiatives
3. Authorize the Director of Finance to record all transfers herein and to make adjustments to the amounts set forth below which may have changed prior to the date of this ordinance

The Homebuyer Assistance Program has been directly administered by the City of Rochester since 2005, and provides financial assistance to eligible homebuyers who purchase houses through the City's housing initiatives, as described in the 2021-22 Annual Action Plan. The financial assistance provided by the Buyer Assistance Program is for closing costs and down payment. In the past five years 948 households have closed on a home with this assistance.

Homebuyer eligibility is based on income, ability to qualify for a conventional mortgage loan for which payments will not exceed 30% of the gross monthly income, and payment of personal funds in the amount of a minimum of \$1,500 towards the purchase of the home. Each buyer must complete a pre-purchase education class before closing and attend post-purchase classes.

The 2021-22 HOME allocation will serve approximately 90 eligible homebuyers with incomes of no more than 80% median family income (MFI). The program supports the City Housing Policy objective to promote the rehabilitation, redevelopment and new construction of housing.

Respectfully submitted,

Lovely A. Warren  
Mayor





**INTRODUCTORY NO.**

**212**

NBD#12

Ordinance No.

**Appropriating funds and authorizing agreements for the Homebuyer Assistance Program**

BE IT ORDAINED, by the Council of the City of Rochester as follows:

Section 1. The sum of \$300,000 is hereby appropriated from the Homebuyer Assistance allocation of the 2021-22 Annual Action Plan (Plan) to implement a Homebuyer Assistance Program (Program), contingent upon approval of the Plan.

Section 2. The Mayor is hereby authorized to enter into an agreement with each recipient of Program funds in an amount up to \$8,000, to be funded from the appropriation in Section 1 herein. The agreements shall contain such additional terms and conditions as the Mayor deems to be appropriate.

Section 3. The Director of Finance is hereby authorized to record all transfers of Program funds and to make adjustments to the income eligibility, homebuyer's matching contribution and anticipated number of Program recipients based on any changes that have occurred prior to the date of this ordinance.

Section 4. This ordinance shall take effect immediately.





## City of Rochester

City Hall Room 308A, 30 Church Street  
Rochester, New York 14614-1290  
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## NEIGHBORHOOD & BUSINESS DEVELOPMENT INTRODUCTORY NO.

Lovely A. Warren  
Mayor

213

May 20, 2021

NBD13

TO THE COUNCIL

Ladies and Gentlemen:

Re: 2021-22 Annual Action Plan, Consolidated  
Community Development Plan – Foreclosure  
Prevention Program

Council Priority: Rebuilding and Strengthening  
Neighborhood Housing

Comprehensive Plan 2034 Initiative Area:  
Reinforcing Strong Neighborhoods

Transmitted herewith for your approval is legislation related to Foreclosure Prevention services described in the 2021-22 Annual Action Plan. This legislation will:

- 1) Appropriate \$44,600 of Community Development Block Grant funds from the 2021-22 Annual Action Plan, Foreclosure Prevention allocation for implementation of the program and to fund the following agreements.
- 2) Establish \$32,600 as maximum compensation for The Housing Council at PathStone, Inc. (Principal: Mary Leo, 75 College Avenue, Rochester, New York) to provide foreclosure prevention services.
- 3) Establish \$12,000 as maximum compensation for Empire Justice Center (Principal: Kristin Brown, 1 West Main Street, Rochester, New York) to provide legal services related to foreclosure prevention.

These two organizations are uniquely qualified and have been providing this service for two decades. The Housing Council at PathStone, Inc. is a U.S. Housing and Urban Development-approved Housing Counseling Agency with the capacity to handle a large volume of cases. The Housing Council's services include the review of households' financial circumstances and negotiation with lenders to resolve mortgage arrears. The Empire Justice Center is a leader in developing statewide standards for foreclosure prevention legal services. The Empire Justice Center will provide legal advice and litigation services when required by analysis of clients' circumstances. In the past five years 747 households have been served, and 42 households are anticipated to be served with the above funding.

The term of these agreements will be one year with the option to extend for an additional year if funds remain. Please note that a concurrent submission is also before City Council this month to appropriate additional CDBG-CV funding for Foreclosure Prevention Services. The City will enter





into agreements for this program only with organizations that are in compliance with federal regulations. If funds are different, not available, or are less than anticipated, the agreement amounts and terms will be adjusted accordingly. A Justification Statement for not issuing a Request for Proposals is attached.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Lovely A. Warren". The signature is fluid and cursive, with the first name "Lovely" and the last name "Warren" being clearly distinguishable.

Lovely A. Warren  
Mayor



**2021-22 JUSTIFICATION STATEMENT**

Awarding a Professional Services Agreement without a Request for Proposals

**Department: NBD****Services: FORECLOSURE PREVENTION AGREEMENTS****Vendor/Consultant selected:** The Housing Council at PathStone, Inc. and Empire Justice Center**How was the vendor selected?**

These contracts have been in place for several years, and the new contracts are maintenance of efforts by two proven agencies.

**Why was no RFP issued for this service?**

These two organizations are uniquely qualified and have been providing high-quality services for many years. Their track record of success is exceptionally high. The City has provided funding for this program and has monitored the activities for multiple years.

**Is there previous experience with the vendor?**

The City has worked with both of these vendors for several years, with very successful outcomes.

**Are there unique circumstances**

While these agencies are uniquely qualified, circumstances do not meet an emergency definition. Rather, the efficacy and efficiency factors of continuing present agreements outweighs the value of issuing an RFP as the strongest respondents would be these two agencies.

**Is the service specialized and unique? Is the number of qualified providers limited?**

The Housing Council at PathStone, Inc. is a HUD-approved Housing Counseling Agency with the capacity to handle a large volume of cases. Although there are other agencies that provide counseling on a limited basis, none have the same capacity or track record. The Housing Council's services include review of households' financial circumstances, negotiation with lenders to resolve mortgage arrears, and assistance with state-required settlement conferences.

The Empire Justice Center is a leader in developing statewide standards for legal service for foreclosure prevention, and provides legal advice and litigation services when required by analysis of clients' circumstances that is unavailable from any other entity without a significant fee.

**Does the project include multi-year State or Federal Funding? No****Compensation Amount:** \$ 44,600 total

The Housing Council at PathStone, Inc.

\$32,600

Empire Justice Center

\$12,000

\$44,600

**How was this determined?**

These funds were allocated from the FY 2021-22 Improve Housing Stock and Property Conditions fund, and represent a maintenance of effort. Funding foreclosure prevention services maintains the capacity to leverage other funds to prevent residential foreclosures in the City. Preventing foreclosure is a key strategy in reducing homelessness rates, maintaining economic stability for households, reducing the number of vacant houses and protecting tax revenue. Using leveraged sources from other funders, the agencies reach significant numbers of households across the City, increasing the impact of their services.

The MWBE Officer has reviewed the proposed Agreement for MWBE and Workforce goals. MWBE Officer Initials: *SM*Date: *5/5/2021*



NBD13

Samy Kurbie

Signature: Department Head

5/12/21

Date



Ordinance No.

**Appropriating funds and authorizing agreements for the Foreclosure Prevention Program**

BE IT ORDAINED, by the Council of the City of Rochester as follows:

Section 1. The sum of \$44,600 is hereby appropriated from the Foreclosure Prevention allocation of the 2021-22 Annual Action Plan (Plan) to implement a Foreclosure Prevention Program, contingent upon approval of the Plan.

Section 2. The Mayor is hereby authorized to enter into a professional services agreement with The Housing Council at PathStone, Inc. in a maximum amount of \$32,600 to provide foreclosure prevention services.

Section 3. The Mayor is hereby authorized to enter into a professional services agreement with Empire Justice Center in a maximum amount of \$12,000 to provide legal services related to foreclosure prevention.

Section 4. The amounts of said agreements, or so much thereof as may be necessary, shall be funded from the appropriation in Section 1 herein. If funds are not available or are less than anticipated, the agreement amounts and terms shall be adjusted accordingly. The agreements shall be for a term of one year, with the option to extend for one additional year.

Section 5. The agreements shall contain such additional terms and conditions as the Mayor deems to be appropriate.

Section 6. This ordinance shall take effect immediately.





## City of Rochester

City Hall Room 308A, 30 Church Street  
Rochester, New York 14614-1290  
www.cityofrochester.gov

## NEIGHBORHOOD & BUSINESS DEVELOPMENT INTRODUCTORY NO.

214

Lovely A. Warren  
Mayor

May 20, 2021

NBD14

TO THE COUNCIL

Ladies and Gentlemen:

Re: 2021-22 Annual Action Plan, Consolidated  
Community Development Plan –Eviction  
Prevention/Landlord Tenant Services

Council Priority: Rebuilding and Strengthening  
Neighborhood Housing

Comprehensive Plan 2034 Initiative Area:  
Reinforcing Strong Neighborhoods

Transmitted herewith for your approval is legislation related to Eviction Prevention/Landlord Tenant Services described in the 2021-22 Annual Action Plan. This legislation will:

- 1) Appropriate \$30,000 of Community Development Block Grant funds from the 2021-22 Annual Action Plan, Tenant Landlord Services allocation to implement the program; and
- 2) Establish \$30,000 as maximum compensation for an agreement with The Legal Aid Society of Rochester, New York (Principal: Carla Palumbo, 1 West Main Street, Rochester, New York) to implement the program. The term of the agreement will be for one year with the option to extend for an additional one (1) year term if funds remain in the agreement.

Eviction Prevention / Landlord Tenant Services provide housing stabilization services to landlords and tenants. The Legal Aid Society of Rochester New York will serve as lead agency in partnership with Legal Assistance of Western New York, Inc. (Principal: C. Kenneth Perri, 1 West Main Street, Rochester, New York) and The Housing Council at PathStone, Inc. (Principal: Mary Leo, 75 College Avenue, Rochester, New York). The programs have been ongoing for over a decade. In the past five years, the program has assisted 1,759 tenants and 3,075 landlords, and anticipates serving 72 tenants and 150 property owners. Services include:

- Training for landlords on operating rental property as a business and compliance with fair housing quality standards; and
- Eviction prevention services for tenants to re-establish or maintain stable housing

A concurrent submission is also before City Council this month to appropriate additional CDBG-CV funding for Tenant Landlord Services. The City will enter into agreements for this program only with organizations that are in compliance with federal regulations. If funds are different, not available, or are less than anticipated, the agreement amounts and terms will be adjusted accordingly. A Justification Statement for not issuing a Request for Proposals is attached.

Respectfully submitted,

Lovely A. Warren





**JUSTIFICATION STATEMENT**  
**Awarding a Professional Services Agreement without a Request for Proposals**

**Department:** NBD  
**Services:** TENANT LANDLORD SERVICES PROGRAM

**Vendor/Consultant selected:** The Legal Aid Society of Rochester New York

**How was the vendor selected?**

This agreement has been in place for multiple years, and the new contract is maintenance of effort of a highly successful program.

**Why was no RFP issued for this service?**

The Legal Aid Society of Rochester has an organizational mission of providing legal services and advocacy on behalf of low-income tenants, with proven success in helping both tenants and landlords maintain stable housing and avoid detrimental and costly evictions. The City has provided funding for this program and has monitored the activities for multiple years.

**Is there previous experience with the vendor?**

The City has worked with this vendor for several years, with very successful outcomes.

**Are there unique circumstances?**

The Legal Aid Society of Rochester is uniquely qualified, although circumstances do not meet an emergency definition. Rather, the efficacy and efficiency factors of continuing the agreement into the next program year outweigh the perceived value of issuing an RFP.

**Is the service specialized and unique? Is the number of qualified providers limited?**

These services have a significant impact on the state of rental housing within the City and are unavailable from any other entity. The Legal Aid Society of Rochester Inc. serves as lead agency in partnership with Legal Assistance of Western New York Inc. and The Housing Council at PathStone Inc. to leverage experience and quality of service as well as households served.

**Does the project include multi-year State or Federal Funding? No**

**Compensation Amount:** \$ 70,000 total

**How was this determined?**

These funds were allocated from the third round of CARES Act Community Development Block Grant-Coronavirus (CDBG-CV3) as identified in the 2019-20 Annual Action Plan, Consolidated Community Development Plan and will supplement the activities addressed in their 21-22 agreement funded by FY 21-22 CDBG. Tenant and Landlord services support the largest small business sector in the City, has an impact on sustaining and improving City rental properties and helps City combat homelessness.

The MWBE Officer has reviewed the proposed Agreement for MWBE and Workforce goals. MWBE Officer Initials: *Jmm*  
 Date: *5/5/2021*

*[Signature]*

Signature: Department Head

*5/12/21*

Date



214

Ordinance No.

**Appropriating funds and authorizing an agreement for the Eviction Prevention and Landlord Tenant Services Program**

BE IT ORDAINED, by the Council of the City of Rochester as follows:

Section 1. The sum of \$30,000 is hereby appropriated from the Tenant Landlord Services allocation of the 2021-22 Annual Action Plan (Plan), to implement an Eviction Prevention and Landlord Tenant Services Program, contingent upon approval of the Plan.

Section 2. The Mayor is hereby authorized to enter into a professional services agreement with The Legal Aid Society of Rochester, New York in a maximum amount of \$30,000 to provide housing stabilization services to tenants and landlords. The amount of said agreement, or so much thereof as may be necessary, shall be funded from the appropriation in Section 1 herein. If funds are not available or are less than anticipated, the agreement amount and term shall be adjusted accordingly. The agreement shall be for a term of one year, with the option to extend for one additional year.

Section 3. The agreement shall contain such additional terms and conditions as the Mayor deems to be appropriate.

Section 4. This ordinance shall take effect immediately.





## City of Rochester

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## NEIGHBORHOOD & BUSINESS DEVELOPMENT INTRODUCTORY NO.

215

Lovely A. Warren  
Mayor

May 20, 2021

NBD15

TO THE COUNCIL

Ladies and Gentlemen:

Re: 2021-22 Annual Action Plan, Consolidated  
Community Development Plan – HOME Rochester  
Program and Community Housing Development  
Organization (CHDO) Reserve

Council Priority: Rebuilding and Strengthening  
Neighborhood Housing

Comprehensive Plan 2034 Initiative Area:  
Reinforcing Strong Neighborhoods

Transmitted herewith for your approval is legislation related to the HOME Rochester Program Management and Community Housing Development Organization Reserve (CHDO) programs described in the 2021-22 Annual Action Plan and amending Ordinance No. 2018-186 to extend the term of the related agreement. This legislation will:

- (1) Appropriate a total of \$557,742 from the 2021-22 Annual Action Plan as follows:

Amount	Source	Purpose
\$186,000	2021-22 Community Development Block Grant (CDBG), HOME Rochester Program Management allocation	Program Operation
\$371,742	2021-22 HOME Investment Partnership Program (HOME) Funds, Community Housing Development Organization (CHDO) Reserve allocation	Development subsidies – incomes no more than 80% of Median Family Income (MFI)

- (2) Establish \$186,000 as maximum compensation for an agreement with Rochester Housing Development Fund Corporation (RHDFC; Principal Theodora Finn, 16 East Main Street, Suite 601, Rochester, New York) for operation of the HOME Rochester program. The cost of the agreement will be financed from the CDBG funds appropriated herein.
- (3) Establish \$371,742 as maximum compensation for an agreement with RHDFC, a qualified CHDO, for the administration of development subsidies for families whose incomes are no more than 80% of MFI. The cost of the agreement will be financed from the HOME funds appropriated herein.
- (4) Amend Ordinance No. 2018-186 to extend the term for one additional year for a total of 4 years of the existing agreement with RHDFC, funded with FY 2018-19 HOME CHDO dollars for the administration of development subsidies for families whose incomes are no more than 80% of MFI.

The City is required to reserve at least 15% of its annual HOME award to fund the development of affordable housing by non-profit CHDOs that must demonstrate to the City that they continue to





meet U.S. Department of Housing and Urban Development (HUD) requirements pertaining to CHDOs.

The HOME Rochester Program provides for the acquisition and rehabilitation of vacant, single-family houses for resale to income-eligible households. RHDFC operates the HOME Rochester Program in partnership with the City, the Greater Rochester Housing Partnership, Inc. (GRHP; Principal Theodora Finn, 16 East Main Street, Suite 601, Rochester, New York), and neighborhood based, non-profit developers. RHDFC buys vacant homes and oversees home rehabilitation for sale to first-time homebuyers. Since its inception in 2001, more than 785 properties have been rehabilitated and sold to first-time homebuyers; in the past 5 years 94 houses have been completed. Rehabilitation includes efforts to provide and improve 'green' and energy efficiency activities to promote sustainability as well as cost savings for the low-moderate income households who reside in the home.

The total of \$371,742 HOME dollars proposed for development subsidies will provide an average of \$45,000 each for the acquisition and rehabilitation of approximately 8 vacant structures. The funds are a required match for the City's agreement with HUD for its Asset Control Area program as well as NYS's Affordable Housing Corporation subsidy program, both of which are used to mitigate the costs of acquisition and rehabilitation and reduce blight in the City of Rochester.

Properties rehabilitated through HOME Rochester will be marketed to families with incomes not exceeding 120% of AMI and the HOME subsidy funds authorized herein will be used to support buyers with incomes at or below 80% of MFI as established and updated by HUD). All purchasers are required to attend pre- and post-purchase homebuyer training classes and to reside in the properties for a minimum of 15 years.

The agreement term for the Operating Agreement will be for one year. The subsidy agreement term will be for two years, with an option to extend for an additional year if funds remain in the original appropriation. The requested amendment to Ordinance No. 2018-186 will accommodate delays in completing properties due to the COVID-19 pandemic.

These programs support the Housing Development Fund objective of the City Housing Policy. The City will enter into agreements for this program only with organizations that are in compliance with federal regulations. If funds are different, not available, or are less than anticipated, the agreement amounts and terms will be adjusted accordingly. A Justification Statement for not issuing a Request for Proposals is attached.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'Lovely A. Warren'.

Lovely A. Warren  
Mayor



**JUSTIFICATION STATEMENT**  
**Awarding a Professional Services Agreement without a Request for Proposals**

**Department:** NBD  
**Services:** HOME Rochester Program

**Vendor/Consultant selected:** Rochester Housing Development Fund Corp. (RHDFC)

**How was the vendor selected?**

This agreement has been in place for multiple years, and the new contract is maintenance of effort of a highly successful program.

**Why was no RFP issued for this service?**

The RHDFC is a Community Housing Development Organization (CHDO) subsidiary of the Greater Rochester Housing Partnership, specifically developed to rehabilitate vacant houses and reduce blight. The organization is the only one of its kind currently at work in the area, and has several existing contracts to complete and continue the work.

**Is there previous experience with the vendor?**

The City has worked with this vendor for several decades, with very successful outcomes.

**Are there unique circumstances?**

The RHDFC is uniquely qualified, although circumstances do not meet an emergency definition. Rather, the efficacy and efficiency factors of continuing the agreement into the next program year outweigh the perceived value of issuing an RFP.

**Is the service specialized and unique? Is the number of qualified providers limited?**

These services have a significant impact on the state of neighborhoods within the City and are currently unavailable in this capacity from any other entity. All projects are completed by small local non-profit organizations with the oversight of the RHDFC staff.

**Does the project include multi-year State or Federal funding?** Yes – the program includes funding from HUD as well as state grants through the NYS Affordable Housing Corp (AHC), NYS Housing and Community Renewal (HCR), as well as HUD's ACA (Asset Control Area) program.

**Compensation Amount:** \$557,742 from two grants: CDBG of \$186,000; \$371,742 from HOME CHDO

**How was this determined?**

These funds were allocated from the Housing Development Fund allocation of the 2021-22 Annual Action Plan of the Consolidated Community Development Plan as follows: The City is required to reserve at least 15% of its annual HOME award to fund the development of affordable housing by non-profit CHDOs that must demonstrate to the City that they continue to meet U.S. Department of Housing and Urban Development (HUD) requirements pertaining to CHDOs. The funds are a required match for the City's agreement with HUD for its Asset Control Area program as well as NYS's Affordable Housing Corporation subsidy program, both of which are used to mitigate the costs of acquisition and rehabilitation and reduce blight in the City of Rochester.

The MWBE Officer has reviewed the proposed Agreement for MWBE and Workforce goals. MWBE Officer Initials: *LMN*

Date: *5/5/2021*

*Henry Kurbie*

Signature: Department Head

*5/12/21*

Date



**INTRODUCTORY NO.****215**

Ordinance No.

**Appropriating funds and authorizing agreements for the HOME Rochester Program Management and for the Community Housing Development Organization Reserve program**

BE IT ORDAINED, by the Council of the City of Rochester as follows:

Section 1. The sum of \$557,742 is hereby appropriated from the following funding sources and project allocations of the 2021-22 Annual Action Plan (Plan), contingent upon the approval of said Plan, to HOME Rochester Program Management and to subsidize Community Housing Development Organization (CHDO) development projects as follows:

<b>Amount</b>	<b>Source</b>	<b>Action Plan Allocation</b>	<b>Purpose</b>
\$186,000	2021-22 Community Development Grant (CDBG)	HOME Rochester Program Management	Program Operation
\$371,742	2021-22 HOME Investment Partnerships Program	CHDO Reserve	Development subsidies – incomes no more than 80% of the Median Family Income (MFI)

Section 2. The Mayor is hereby authorized to enter into a professional services agreement with Rochester Housing Development Fund Corporation (RHDFC) in the maximum amount of \$186,000 to operate the HOME Rochester Program. The agreement shall be funded from the HOME Rochester Program Management funds appropriated in Section 1 and shall have a term of one year.

Section 3. The Mayor is hereby authorized to enter into an agreement with RHDFC, a qualified CHDO, for the administration of housing development subsidies totaling \$371,742 for families whose incomes are no more than 80% of MFI. The agreement shall be funded from the CHDO Reserve funds appropriated in Section 1. The term of the agreement shall be two years with the option to extend for up to one additional year if funds remain from the allocation provided for herein.

Section 4. The Mayor is hereby authorized to enter into an amendatory agreement with RHDFC to continue its administration of housing development subsidies for families whose incomes are no more than 80% of the Area Median Income using funds from the Housing Development Fund; CHDO allocation of the Consolidated Community Development Plan/2018-19 Annual Action Plan. The amendatory agreement shall amend the existing agreement authorized by Sections



3 and 5 of Ordinance No. 2018-186 to extend the term for one additional year to a total of up to 4 years.

Section 5. The agreements authorized herein shall contain such additional terms and conditions as the Mayor deems to be appropriate. The City and RHDFC shall enter into the agreements only with organizations that are in compliance with federal regulations.

Section 6. This ordinance shall take effect immediately.





## City of Rochester

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## NEIGHBORHOOD & BUSINESS DEVELOPMENT INTRODUCTORY NO.

216

Lovely A. Warren  
Mayor

May 20, 2021

NBD16

Ladies and Gentlemen:

Re: 2021-22 Annual Action Plan, Consolidated  
Community Development Plan - Legal Services for  
Seniors

Council Priority: Rebuilding and Strengthening  
Neighborhood Housing

Comprehensive Plan 2034 Initiative Area:  
Reinforcing Strong Neighborhoods

Transmitted herewith for your approval is legislation related to the Legal Services for Seniors Program. This legislation will:

- 1) Appropriate \$30,000 of Community Development Block Grant (CDBG) funds from 2021-22 Annual Action Plan, Legal Services for Seniors allocation
- 2) Establish \$30,000 maximum compensation for an agreement with the Volunteer Legal Services Project of Monroe County, Inc. (VLSP) now doing business as JustCause (Tina M. Foster, Executive Director) 1 West Main Street, Rochester NY, to administer and manage the program.

JustCause, through the Helping Elders Law Project (HELP Project), utilizes pro bono services of local attorneys. The program will deliver services to elderly low-income city residents on-site at Rochester Housing Authority developments and other senior-centered meeting spaces in order to create wills, healthcare proxies / living wills, powers of attorney and funerary plans.

JustCause (formerly VLSP) has participated in this program since 2016 and has served over 200 participants. It is anticipated that 35 seniors will be assisted through this program.

The agreement term will be for a period of one year with an option to extend for an additional one (1) year term if funds remain in the agreement.

A Justification Statement for Awarding a Professional Services Agreement without a Request for Proposals is enclosed.

Respectfully submitted,

Lovely A. Warren  
Mayor





## NO RFP JUSTIFICATION STATEMENT

NBD16

### Awarding a Professional Services Agreement Without a Request for Proposals

The Procurement of Professional Services Policy (Ord. No. 2012-318) requires an RFP to be issued under most circumstances. If it is determined that an RFP will not be issued, this form must be completed, signed by the Department Head, and kept on file (electronically or hard copy). It must also be submitted:

1. To City Council as an attachment to the transmittal letter for any PSA that exceeds \$10,000, and
2. To the contract record when entered in Munis.

---

**Department:** NBD/Business & Housing Development

**Program:** Volunteer Legal Services Project dba JustCause

**Vendor/Consultant selected** Volunteer Legal Services Project of Monroe County dba JustCause

**How was the vendor selected?** This program was initiated in the 2016-2017 program year with an unsolicited proposal

**Why was no RFP issued for this service?** In 2016 The Volunteer Legal services Project of Monroe County (VLSP) contacted the City regarding its opportunity to launch the Helping Elders Law Project (HELP), a specialized volunteer service to administer by delivering pro bono legal services of attorneys employed by a singular law firm in Rochester-Harter Secrest and Emery (HSE)-to residents of Rochester Housing Authority public housing at no cost to the elderly clients.

**Is there previous experience with the vendor?** Yes. The unique nature of this volunteer legal services organization does not have peers in the Rochester community/geography

**Are there unique circumstances?** Yes. The unique feature of this program is that JustCause has been providing civil legal services to low income clients via a vast network of experienced pro bono attorney since 1982. HELP includes the provision of training on the topics of wills, healthcare proxies/living wills and powers of attorney and funeral wishes documents to volunteer attorneys who will donate their time in this program year (ending June 30, 2022) to elderly residents of Rochester Housing Authority developments and/or participants in senior-centered community activities who reside in the City or Rochester.

**Is the service specialized and unique? Is the number of qualified providers limited?** Yes. Legal services that are being provided are specialized to the elderly that they are serving. The pro bono nature of the services make them uniquely affordable to low-income elderly City residents. As these legal, volunteer services are provided on-site, this enables more seniors to utilize these needed services. The number of qualified providers is limited as there is a limited number of pro bono attorneys. JustCause is a unique entity in the Rochester legal community.

**Does the project include multi-year State funding?** No.

**Compensation Amount:** \$30,000 total to JustCause for the administration of the project. This amount will provide staff supervision time and mileage reimbursement.

**How was this determined?** JustCause calculated the cost of supervision for the project including scheduling, staffing and volunteer coordination with RHA for the delivery of the services. This amount will support a part time paralegal and supervising attorney at JustCause to administer the program. This program will bring qualified legal services to elderly low-income City residents. It expands access to these services that are often cost-prohibitive. This program will assist and



support low and moderate-income elders and their families as they meet the legal challenges facing the elderly today. **NSD16**

**The MWBE Officer has reviewed the proposed Agreement for MWBE and Workforce goals.**

MWBE Officer Initials: LM

Date: 5/5/2021

Samy Kurbie  
Signature: Department Head

5/12/21  
Date



**INTRODUCTORY NO.**

NBD #16

216

Ordinance No.

**Appropriating funds and authorizing an agreement for the Legal Services for Seniors Program**

BE IT ORDAINED, by the Council of the City of Rochester as follows:

Section 1. The sum of \$30,000 is hereby appropriated from the Legal Services for Seniors allocation of the 2021-22 Annual Action Plan (Plan) to implement a Legal Services for Seniors Program (Program), contingent upon approval of the Plan.

Section 2. The Mayor is hereby authorized to enter into a professional services agreement with the Volunteer Legal Services Project of Monroe County, Inc., dba JustCause in a maximum amount of \$30,000 to administer and manage the Program. The amount of said agreement, or so much thereof as may be necessary, shall be funded from the appropriation in Section 1 herein. The agreement shall be for a term of one year, with the option to extend for one additional year.

Section 3. The agreement shall contain such additional terms and conditions as the Mayor deems to be appropriate.

Section 4. This ordinance shall take effect immediately.





## City of Rochester

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## NEIGHBORHOOD & BUSINESS DEVELOPMENT INTRODUCTORY NO.

217

Lovely A. Warren  
Mayor

May 20, 2021

NBD17

TO THE COUNCIL

Ladies and Gentlemen:

Re: 2021-22 Annual Action Plan, Consolidated  
Community Development Plan-Housing Opportunities  
for Persons with AIDS (HOPWA)

Council Priority: Rebuilding and Strengthening  
Neighborhood Housing

Comprehensive Plan 2034 Initiative Area:  
Reinforcing Strong Neighborhoods

Transmitted herewith for your approval is legislation related to the Housing Opportunities for Persons with AIDS (HOPWA) Program. This legislation will:

- 1) Appropriate \$972,892 in HOPWA funding of the Housing Opportunities for Persons with AIDS (HOPWA) fund from the 2021-22 Annual Action Plan to implement the program; and
- 2) Establish \$535,091 as maximum compensation for an agreement with Trillium Health, Inc. (Andrea DeMeo, CEO) 259 Monroe Avenue, Rochester NY; and
- 3) Establish \$437,801 as maximum compensation for an agreement with Catholic Charities of the Diocese of Rochester d/b/a Catholic Charities Community Services (Lori VanAuken, Executive Director) 1099 Jay Street, Rochester NY

HOPWA provides housing assistance and services to prevent homelessness for individuals with HIV/AIDS and related complications and their families. Assistance includes both long-term (over 21 weeks) and short-term service, and financial assistance in the form of payments of mortgage, rent and utilities. Both providers maximize HOPWA assistance through the coordination of other funding sources and service providers.

These two organizations are uniquely qualified to provide services for this special needs population. Both receive additional State and Federal HIV/AIDS targeted funds, which provide for additional case management, housing placement, and other critical services. Both are active within the Rochester Area Task Force on AIDS that involves medical, support service providers, and have long-standing, close working relationships with each other.

The proposed funding will allow Trillium Health, Inc. to serve approximately 110 households, and Catholic Charities Community Services to serve approximately 83 households. Trillium Health, Inc. has participated in this program since the 1990's and has served 525 households over the last five years. Catholic Charities Community Services has participated in this program since the 1990's and has served 422 households over the last five years.





The terms of each agreement will be for one year with the option to extend for an additional one (1) year term if funds remain in the original appropriation.

The City will enter into agreements for this program only with organizations that comply with Federal regulations.

A Justification Statement for Awarding a Professional Services Agreement without a Request for Proposals is enclosed.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Lovely A. Warren". The signature is fluid and cursive, with the first name "Lovely" and the last name "Warren" clearly distinguishable.

Lovely A. Warren  
Mayor



## NO RFP JUSTIFICATION STATEMENT

NBD17

### Awarding a Professional Services Agreement Without a Request for Proposals

The Procurement of Professional Services Policy (Ord. No. 2012-318) requires an RFP to be issued under most circumstances. If it is determined that an RFP will not be issued, this form must be completed, signed by the Department Head, and kept on file (electronically or hard copy). It must also be submitted:

1. To City Council as an attachment to the transmittal letter for any PSA that exceeds \$10,000, and
2. To the contract record when entered in Munis.

-----  
**Department:** NBD/Business & Housing Development

**Program:** Housing Opportunities for People with AIDS (HOPWA)

**Vendor/Consultant selected:**

- Catholic Charities Community Services (CCCS)
- Trillium Health

**How was the vendor selected?** Direct contact with current contractors

**Why was no RFP issued for this service?**

- *The only qualified agencies in the greater Rochester area to serve persons with AIDS with housing services are Catholic Charities Community Services and Trillium Health (formerly AIDS Care). Funds are divided between these organizations in a 55/45 split.*
- Is there **previous experience** with the vendor? **YES**. Describe why it is in the City's best interest to continue with them and not solicit others.  
*They are current as well as previous years' vendors*
- Are there unique or **emergency circumstances**? Describe how an RFP process would jeopardize the success of the project. *The purpose of these funds to assist persons with AIDS and their families affected by COVID-19.*
- Is the service **specialized and unique**? Is the number of **qualified providers limited**? Describe the Department's experience with and knowledge of the market and why an RFP would not produce additional qualified consultants.  
*Yes. As stated above, only Catholic Charities Community Services and Trillium Health are agencies qualified and credentialed in the greater Rochester area to serve persons with AIDS with housing services.*
- Does the project include **multi-year State or Federal funding**? **NO**. Explain why it is in the best interest of the project and the City to continue with the same consultant (e.g. where the design consultant on a project is retained for resident project representation services).

*Amount: The City received \$1,002,981.00 in HOPWA funds for the 2021-22 program period. Remaining funds \$972,892.00 are to be allocated for program implementation and service delivery as follows:*

*Catholic Charities Community Services (45%) = \$437,801.00*



Trillium Health (55%) = \$535091.00

How was this determined? Explain how it is a reasonable and best value for the City.

*The amount was determined based on CDBG availability.*

*Funds are annually allocated between the two organizations in a 55/45 split based on numbers served.*

**The MWBE Officer has reviewed the proposed Agreement for MWBE and Workforce goals.**

MWBE Officer Initials:

gm

Date:

5/5/2021

Randy Kurbie

Signature: Department Head

Date

5/12/21



217

Ordinance No.

**Appropriating funds and authorizing agreements for the Housing Opportunities for Persons with AIDS program**

BE IT ORDAINED, by the Council of the City of Rochester as follows:

Section 1. The sum of \$972,892 is hereby appropriated from the Housing Opportunities for Persons with AIDS (HOPWA) allocation of the 2020-21 Annual Action Plan (Plan) to implement a HOPWA program, contingent upon approval of the Plan.

Section 2. The Mayor is hereby authorized to enter into professional service agreements with the following organizations for the specified maximum compensation amounts to implement the HOPWA program:

Organization	Maximum Compensation Amount
Trillium Health, Inc.	\$ 535,091
Catholic Charities of the Diocese of Rochester	\$ 437,801
<b>TOTAL</b>	<b>\$ 972,892</b>

Section 3. The compensation for said agreements shall be funded from the appropriation in Section 1 herein. The term of the agreements shall each have a term of one year, with an option to extend for one additional year if funds in the original appropriation remain.

Section 4. The agreements shall contain such additional terms and conditions as the Mayor deems to be appropriate. The City and implementing organizations shall enter into agreements only with organizations that are in compliance with federal regulations.

Section 5. This ordinance shall take effect immediately.



**City of Rochester**

City Hall Room 308A, 30 Church Street  
 Rochester, New York 14614-1290  
[www.cityofrochester.gov](http://www.cityofrochester.gov)

**NEIGHBORHOOD &  
 BUSINESS DEVELOPMENT  
 INTRODUCTORY NO.**

218

**Lovely A. Warren**  
 Mayor

May 20, 2021

NBD18

TO THE COUNCIL

Ladies and Gentlemen:

Re: 2021-22 Annual Action Plan, Consolidated  
 Community Development Plan – Emergency  
 Solutions Grants (ESG) Program

Council Priority: Rebuilding and Strengthening  
 Neighborhood Housing

Comprehensive Plan 2034 Initiative Area:  
 Reinforcing Strong Neighborhoods

Transmitted herewith for your approval is legislation related to the Emergency Solutions Grants (ESG) Program as described in the 2021-22 Annual Action Plan, for continuation and expansion of services for homeless and at-risk of homelessness populations. This legislation will:

- 1) Appropriate \$654,547 from the Emergency Solutions Grants (ESG) funds from the 2021-22 Annual Action Plan, ESG allocation.
- 2) Authorize new professional services agreements and establish maximum compensation for those agreements for the organizations as listed below, to implement the program.

Organization	Principal	Award
Spiritus Christi Prison Outreach, Inc.	Jim Smith	\$49,900
Family Promise of Greater Rochester, Inc. (formerly the Rochester Area Interfaith Hospitality Network, Inc.)	Kim Hunt-Uzelac	\$50,308
Volunteers of America of Western New York, Inc.	Lynn Sullivan	\$50,000
The Salvation Army of Greater Rochester	Major Deborah Burr	\$47,985
Catholic Charities of the Diocese of Rochester, dba Catholic Family Center	Marlene Bessette	\$72,000
Coordinated Care Services, Inc. (Coordinated Entry)	Anne Wilder	\$20,000
The Center for Youth Services, Inc.	Elaine Spaul	\$15,554
The Young Women's Christian Association of Rochester and Monroe County, N.Y.	Myra Henry	\$45,000
Willow Domestic Violence Center of Greater Rochester, Inc.	Meaghan de Chateaufieux	\$34,607
Coordinated Care Services, Inc. (Rapid ReHousing)	Anne Wilder	\$161,500
Veteran's Outreach Center, Inc.	Laura Stradley	\$30,000
Saving Grace Ministries of Rochester, Inc.	James Crowley	\$37,693
Person Centered Housing Options Inc.	Nicholas Coulter	\$40,000
<b>TOTAL</b>		<b>\$654,547</b>



This program was last authorized by City Council on June 16, 2020 via Ordinance No. 2020-183. ESG provides housing and support services for individuals and families who are homeless or at risk of homelessness. Eligible activities include case management, support services, service coordination, shelter operations (staffing and operating costs) and addition of beds, financial assistance and related services for prevention of homelessness and rapid re-housing. The appropriation will fund street outreach, essential services and emergency shelter operations, homelessness prevention, and rapid rehousing.

The Homeless Emergency Assistance and Rapid Transition to Housing Act (HEARTH) Emergency Solution Grants Program require that grantees (City and County) collaborate with the community of homelessness service providers. To that end, funding priorities were jointly determined with Partners Ending Homelessness (formerly Rochester/Monroe County Continuum of Care - CoC). ESG Program Year 2021-22 providers were selected through a Request for Proposal (RFP) process. The RFP development and funding distribution decisions were conducted jointly with Monroe County. The RFP was issued February 25, 2021. A Vendor Selection Form is attached.

HUD's Emergency Solutions Grants (ESG) funding was established in FY2012, as a modification to the Emergency Shelter Grants funding. The City of Rochester and Monroe County have provided approximately \$3 million in ESG funding for these programs over the last five program years, during which time grantees have served the needs over 12,000 persons (2015-2020). Of those, approximately 40% were children, 6% were chronically homeless individuals, and just over 5% were veterans. It is anticipated that approximately 1,089 people will be served through ESG funded programs during program year 2021-22.

The City will enter into agreements for this program only with organizations that are in compliance with federal regulations.

Attached are summaries of the RFP process and agency services. This legislation supports the City Housing Policy's Section 4: Promote Housing Choice.

If funds are different, not available, or less than anticipated, agreement amounts and terms will be adjusted accordingly. Agreement terms will be for one year, with the option to extend for one (1) additional year if funds remain in the original appropriation.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'Lovely A. Warren'.

Lovely A. Warren  
Mayor



[Type here]

[Type here]

NBD18

**Attachment**  
**Promote Housing Choice Fund**  
**2021-22 EMERGENCY SOLUTIONS GRANTS (ESG)**  
**June, 2021**

The goal of the ESG program is to provide services, assistance and shelter to homeless individuals and families including case management and service referrals, and access to safe, sanitary shelter. This includes preventive services for those at risk of becoming homeless. The HEARTH Act of 2009 Emergency Solutions Grants Program provides for four categories/components of client services. The City has chosen to concentrate its ESG funds on the following components.

<b>SERVICE COMPONENTS to be funded in 2021-22</b> (and description of services)	<b>Serving</b>	
	<i>Those who are literally homeless</i>	<i>Those at-risk of homelessness</i>
<b>Street Outreach</b> – Essential services provided to individuals who are currently homeless (primarily unsheltered homeless individuals, as well as shelter occupants), including; case management, engagement, transportation, and emergency health and mental health services.	■	
<b>Coordinated Access</b> – Implementation of community-wide streamlined strategy and execution of an intake system emphasizing shelter diversion, rapid permanent and supportive housing placement and reduction of incidence and length of shelter stays.	■	■
<b>Emergency Shelter</b> – Essential services including case management, services to special needs populations and shelter operating costs, including hospitality night cost reimbursement.	■	
<b>Homelessness Prevention</b> – Housing relocation and stabilization services, rental and financial assistance including rent or utility arrears.		■
<b>Rapid Re-Housing</b> – Housing relocation and stabilization services, financial assistance including security deposits and rental assistance.	■	

The ultimate goal ESG funding is to divert homeless individuals to permanent housing as quickly as possible, thereby decreasing the need for and/or time in emergency shelter. The City of Rochester, Monroe County, and Partners Ending Homelessness (the Rochester/Monroe County Homeless Continuum of Care), a collaborative organization of service providers and private corporations, have consulted on the distribution of HUD funds for homeless services. As in past years, for the 2021-22 ESG program, the City, County, and CoC are following HUD's directive to coordinate planning for services to the homeless. A key element in community collaboration is development of a community-wide access system featuring a shared client needs assessment approach. The community of providers has adopted a common intake tool for assessing, and, if possible, diverting clients to immediate permanent housing. Called the VI-SPDAT for the Vulnerability Index (VI) – Service Prioritization Decision Assistance Tool (SPDAT), this outreach and assessment tool is used to determine the chronicity and medical vulnerability of homeless individuals.

The City and County issued a joint Request for Proposals (RFP) for 2021-22 ESG services on February 25, 2021. The review team, composed of representatives from the City, County, the CoC, and an independent citizen who has experienced homelessness, reviewed submissions and decided upon distribution of funds. This Council action will authorize agreements for shelter operations and services in shelters, continuation of homelessness prevention and rapid re-housing services as established eight (8)



program periods ago (2013-14) and coordinated access/entry as established seven (7) program periods ago (2014-15).

Twelve (12) non-profit agencies will provide homeless services and shelter through thirteen (13) agreements. ESG funds are matched 1:1 by each provider with sources such as cash and in-kind donations. The list of organizations recommended for funding follows:

<b>Organization</b>	<b># Served (projected)</b>	<b>Award</b>
Spiritus Christi Prison Outreach, Inc.	50	\$49,900
Family Promise of Greater Rochester (formerly the Rochester Area Interfaith Hospitality Network, Inc.)	65	\$50,308
Volunteers of America of Western New York, Inc.	150	\$50,000
The Salvation Army of Greater Rochester	100	\$47,985
Catholic Charities of the Diocese of Rochester, dba Catholic Family Center	54	\$72,000
Coordinated Care Services, Inc. (Coordinated Entry)	190	\$20,000
The Center for Youth Services, Inc.	65	\$15,554
The Young Women's Christian Association of Rochester and Monroe County, N.Y.	120	\$45,000
Willow Domestic Violence Center of Greater Rochester, Inc.	40	\$34,607
Coordinated Care Services, Inc. (Rapid ReHousing)	45	\$161,500
Veteran's Outreach Center, Inc.	50	\$30,000
Saving Grace Ministries of Rochester, Inc.	80	\$37,693
Person Centered Housing Options Inc.	45	\$40,000
<b>TOTAL</b>		<b>\$654,547</b>



**City Council Transmittal Attachment  
2021-22 Request for Proposal Process Summary  
Emergency Solutions Grant Program**

**Project / Service Sought:** 2021-22 Emergency Solutions Grant (ESG) Program Services  
**Department:** Neighborhood and Business Development  
**Consultant Selected:** Multiple (see ESG Transmittal RFP Summary Attachment)  
**Method of selection:** Request for Proposal

**1. Date RFP / RFQ issued** (and posted on City web site): February 25, 2021

**2. The RFP / RFQ was also sent directly to:** Local Homeless Services Network (HSN) and Continuum of Care (CoC) for distribution to membership and circulation to subscribers. Also posted on Monroe County, HSN, and CoC websites.

**3. Proposals were received from**

Organization	City/Zip
Spiritus Christi Prison Outreach, Inc.	Rochester/14609
Family Promise of Greater Rochester (formerly Rochester Area Interfaith Hospitality Network, Inc.)	Rochester/14609
Volunteers of America of Western New York, Inc.	Rochester/14608
The Salvation Army of Greater Rochester	Rochester/14604
Catholic Charities of the Diocese of Rochester, dba Catholic Family Center	Rochester/14605
The Center for Youth Services, Inc.	Rochester/14620
The Young Women's Christian Association of Rochester and Monroe County, NY	Rochester/14604
Willow Domestic Violence Center of Greater Rochester, Inc.	Rochester/14604
Coordinated Care Services, Inc.	Rochester/14611
Veteran's Outreach Center, Inc.	Rochester/14620
Saving Grace Ministries of Rochester, Inc.	Rochester/14621
Person Centered Housing Options Inc.	Rochester/14624
HOPE Ministries (Penfield)	Rochester/14526
HOPE Ministries (Webster)	Webster/14580
Housing Advocacy Services	Rochester/14614
Partners Ending Homelessness (Rochester/Monroe County Continuum of Care)	Rochester/14608
Baden Street Settlement	Rochester/14605
Central Church of Christ	Rochester/14608
Providence Housing Development Corp.	Rochester/14624
Recovery Houses of Rochester	Rochester/14621
JustCause (formerly Volunteer Legal Services Project of Monroe County, Inc.)	Rochester/14614



**4. Evaluation criteria**

<b>2021-22 ESG Program Proposal Evaluation Criteria Elements</b>		<b>Points</b>
1.	Responsiveness to the ESG service categories selected by the City and County.	15
2.	Anticipated impact of proposed ESG program on advancing or expanding services on reducing the incidence of homelessness.	10
3.	Soundness and efficacy of the proposed ESG Program Scope of Services succinctly described.	15
4.	Demonstrated engagement in strategic and sound collaboration with community partner(s).	10
5.	Feasibility of proposed ESG Program service delivery implementation plan.	25
6.	Consultant's demonstrated capacity for program implementation and management, including human resource functions and projections, as based on relevant experience and reference checks of the consultant, demonstrated mastery of required technology and information system management.	15
7.	Consultant's previous service management record of reaching service delivery goals and spending budgeted funds within the program year.	10
TOTAL		100

**5. Review team included staff from:** two NBD staff, two Monroe County Planning and Development Department staff, one Monroe County Department of Human Services staff, one representative from the Persons Ending Homelessness (formerly, Rochester/Monroe County Continuum of Care), and one formerly homeless individual.

**6. Additional considerations/explanations:** The review team determined that services proposed in the categories of Emergency Shelter, Street Outreach, Rapid Rehousing, Coordinated Entry, and Homelessness Prevention services adequately addressed shelter goals as articulated in the request for proposals. The attachment describes the service descriptions and recommended funding allocations for the selected applicants.

Proposals that met minimum programmatic threshold requirements were rated numerically based on the evaluation criteria shown above and selected grantees met or exceeded a minimum acceptable score of 55 points.

**7. MWBE Officer has reviewed the recommended firm's proposal for MWBE and Workforce goals.**

MWBE Officer Initials:

*[Signature]*

Date:

*9/1/2021*



218

Ordinance No.

**Appropriating funds and authorizing agreements for the Emergency Solutions Grant program**

BE IT ORDAINED, by the Council of the City of Rochester as follows:

Section 1. The sum of \$654,547 is hereby appropriated from the Emergency Solutions Grants (ESG) allocation of the 2021-22 Annual Action Plan (Plan) to implement an Emergency Solutions Grant program (ESG Program), contingent upon approval of the Plan.

Section 2. The Mayor is hereby authorized to enter into professional service agreements with the following organizations to provide ESG Program services to individuals and families who are homeless or at-risk for homelessness. The agreements shall obligate the City to pay an aggregate amount not to exceed \$654,547 with the maximum compensation for each agreement being as follows:

<b>Organization (Purpose)</b>	<b>Maximum Compensation</b>
Spiritus Christi Prison Outreach, Inc.	\$49,900
Family Promise of Greater Rochester, Inc.	\$50,308
Volunteers of America of Western New York, Inc. dba JustCause	\$50,000
The Salvation Army of Greater Rochester	\$47,985
Catholic Charities of the Diocese of Rochester	\$72,000
Coordinated Care Services, Inc. (for Coordinated Ent:	\$20,000
The Center for Youth Services, Inc.	\$15,554
The Young Women's Christian Association of Rochester and Monroe County, N.Y.	\$45,000
Willow Domestic Violence Center of Greater Rochester, Inc.	\$34,607
Coordinated Care Services, Inc. (for Rapid Rehousing	\$161,500
Veterans Outreach Center, Inc.	\$30,000
Saving Grace Ministries of Rochester, Inc.	\$37,693
Person Centered Housing Options Inc.	\$40,000
<b>TOTAL</b>	<b>\$654,547</b>

Section 3. The compensation for the agreements shall be funded from the appropriation in Section 1 herein. If funds are not available or are less than anticipated, the agreement amounts and terms shall be adjusted accordingly. The term of the agreements shall be for one year, with an option to extend for an additional year if funds remain in the original appropriation.



Section 4. The agreements shall contain such additional terms and conditions as the Mayor deems to be appropriate.

Section 5. This ordinance shall take effect immediately.





## City of Rochester

City Hall Room 308A, 30 Church Street  
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[www.cityofrochester.gov](http://www.cityofrochester.gov)

## NEIGHBORHOOD & BUSINESS DEVELOPMENT INTRODUCTORY NO.

219

Lovely A. Warren  
Mayor

May 20, 2021

NBD19

TO THE COUNCIL

Ladies and Gentlemen:

Re: 2021-22 Annual Action Plan, Consolidated  
Community Development Plan – Neighborhood  
Master Plan-CONEA

Council Priority: Rebuilding and Strengthening  
Neighborhood Housing

Comprehensive Plan 2034 Initiative Area:  
Reinforcing Strong Neighborhoods

Transmitted herewith for your approval is legislation related to the development of a CONEA Neighborhood Master Plan, as described in 2021-22 Annual Action Plan. This legislation will:

1. Appropriate \$40,000 of Community Development Block Grant (CDBG) funds from the Neighborhood Planning – CONEA allocation of the 2021-22 Annual Action Plan to fund a portion of the development of the CONEA Neighborhood Master Plan.
2. Authorize an agreement and establish \$40,000 maximum compensation for an agreement with the Urban League of Rochester, N.Y., Inc. (ULR) (Dr. Seanelle Hawkins, Executive Director) to administer and manage the CDBG funding for the project.

The CONEA Neighborhood Master Plan effort is several years in the making, and is being led by the Coalition of North East Associations, Inc. (CONEA), with support from local stakeholders such as Jordan Health, ULR, and the City of Rochester. The City and CONEA released a Request for Proposals in 2018, seeking submittals from planning firms to provide CONEA and the community with professional guidance. CONEA selected a proposal submitted jointly by two firms; Highland Planning, LLC (Tanya Mooza Zwahlen, Principal and Owner), and MKSK Planning (Andrew Overbeck, Principal). After selecting the proposal, CONEA sought out a partner to serve as fiduciary agent, and entered into a Memorandum of Understanding (MOU) with the ULR. ULR will administer all funding for the CONEA Neighborhood Master Plan, which includes the CDBG funding included in this item and funding secured via fundraising efforts. Since entering into the MOU with ULR, CONEA has fundraised and secured \$40,000 for the planning services. The approval of this match via CDBG funding would allow for the planning effort to move forward.

Highland Planning, LLC is a well-known local firm, with significant experience assisting communities and/or local governments in planning and engagement efforts. MKSK is a planning and urban design firm with a national presence and offices located in six (6) different states. Their proposal was selected by a CONEA Neighborhood Master Plan Steering Committee, which included representatives from CONEA, the City, Jordan Health, local faith leaders, and residents. The total cost of the proposed services is approximately \$80,000. The project team will work with a Master Plan Steering Committee to conduct outreach and engage the community, and will ultimately provide them with a valuable resource in the form of an official Neighborhood Master Plan. The plan will cover the area bounded by Clifford Ave, North St, the Inner Loop, and St. Paul St.





The cost of the agreement will be financed from the appropriation herein and privately fundraised commitments, and the term will end June 30, 2023.

The City will enter into agreements for this activity only with organizations that are in compliance with federal regulations. If funds are different, not available, or are less than anticipated, the agreement amounts and terms will be adjusted accordingly.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Lovely A. Warren".

Lovely A. Warren  
Mayor



**NO RFP JUSTIFICATION STATEMENT****Awarding a Professional Services Agreement Without a Request for Proposals**

The Procurement of Professional Services Policy (Ord. No. 2012-318) requires an RFP to be issued under most circumstances. If it is determined that an RFP will not be issued, this form must be completed, signed by the Department Head, and kept on file (electronically or hard copy). It must also be submitted:

1. To City Council as an attachment to the transmittal letter for any PSA that exceeds \$10,000, and
2. To the contract record when entered in Munis.

**Department:** Neighborhood and Business Development - Housing

**Services(s):** Planning Consultant (CONEA Neighborhood Master Plan)

**Vendor/Consultant selected:** Highland Planning, LLC (Tanya Mooza Zwahlen, Principal and Owner), and MKSK Planning (Andrew Overbeck, Principal).

**How was the vendor selected?** CONEA used the City's Neighborhood Planning Toolkit to develop a Planning Consultant Request for Proposals (RFP). The CONEA Neighborhood Master Plan Steering Committee included and worked with other community members, local non-profit and for-profit stakeholders, and City staff to complete and issue an RFP in 2018. After reviewing the response, the Committee chose the proposal submitted jointly by Highland Planning, LLC and MKSK Planning.

**Why was no RFP issued for this service?** While the City did not issue an RFP for this service, City staff supported CONEA's community-driven approach to developing an RFP and selecting a vendor. The City participated as part of the CONEA Neighborhood Master Plan RFP Review Committee, which included CONEA staff and board members, representatives from Jordan Health and local charter schools, City staff, and those living in the community. That group was responsible for reviewing responses to the RFP, selecting the consultant(s), refining the proposal and project scope, and discussing contract terms and the project schedule. The fiduciary agent, Urban League of Rochester, Inc. (ULR), will provide an additional layer of security. The City will continue to participate in the plan development, outreach, and final plan review.

**Compensation**

**Amount:** \$40,000 Community Development Block Grant (CDBG) funds

**How was this determined?** The proposed CDBG funding for this project represents the balance of funding needed to start and complete the CONEA Neighborhood Master Plan. The amount is a 1:1 match to the funds raised by CONEA. This funding is only to be used to pay for the planning consultant's project fees. Given the scope of this project, various funding sources, and organization capacity, CONEA will have a fiduciary agent in place to administer the funds. CONEA entered into an MOU with the ULR, which outlines the roles and responsibilities of each agency. The City has experience working with all of the aforementioned agencies (Highland Planning, LLC; the Coalition of Northeast Associations/CONEA; and the ULR), and will continue to be a part of the Neighborhood Master Plan development.



The MWBE Officer has reviewed the proposed Agreement for MWBE and  
Workforce goals. MWBE Officer Initials: dmn Date: 5/12/21

Signature: Department Head

Date

Form date 1/7/1



Ordinance No.

**Appropriating funds and authorizing an agreement to implement the  
CONEA Neighborhood Master Plan project**

BE IT ORDAINED, by the Council of the City of Rochester as follows:

Section 1. The sum of \$40,000 is hereby appropriated from the Neighborhood Planning – CONEA allocation of the 2021-22 Annual Action Plan (Plan) to implement a Neighborhood Master Plan effort (the Project) that is being led by the Coalition of North East Associations, Inc. (CONEA), contingent upon approval of the Plan.

Section 2. The Mayor is hereby authorized to enter into a professional services agreement with Urban League of Rochester, N.Y., Inc. to serve as a fiduciary agent to administer the funds appropriated herein and all other funding for the Project. The term of the agreement shall continue through June 30, 2023.

Section 3. The agreement shall contain such additional terms and conditions as the Mayor deems to be appropriate.

Section 4. This ordinance shall take effect immediately.





## City of Rochester

City Hall Room 308A, 30 Church Street  
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www.cityofrochester.gov

## NEIGHBORHOOD & BUSINESS DEVELOPMENT INTRODUCTORY NO.

Lovely A. Warren  
Mayor

224

May 20, 2021

NBD20

TO THE COUNCIL

Ladies and Gentlemen:

Re: Amending Ordinance No. 2019-361, Authorizing  
an agreement with Environmental Education  
Associates, Inc., Training Services

Council Priority: Rebuilding and Strengthening  
Neighborhood Housing;

Comprehensive Plan 2034 Initiative Area:  
Reinforcing Strong Neighborhoods; Fostering  
Prosperity & Opportunity

Transmitted herewith for your approval is legislation to amend Ordinance No. 2019-361. This legislation will amend Ordinance No. 2019-361, Section 3, by replacing Yehl Environmental Incorporated with Environmental Education Associates, Inc. (EEA) (Andrew McClellan, owner, 346 Austin St, Buffalo, NY 14207). This amendment will thereby establish \$63,000 as maximum compensation for an agreement with Environmental Education Associates, Inc. to provide training services to be funded from the City's Lead Hazard Control Program authorized by Ordinance No. 2019-361. The term of the agreement will be for one year with the option to extend for two (2) additional years if funding remains in the agreement.

A request for proposal was posted to the City's website on September 13, 2019 to invite businesses to submit proposals for training services for the City's Lead Hazard Control Program. Two proposals were reviewed and scored by a review team. Yehl Environmental Incorporated (d.b.a. Cornerstone Training Institute) scored the highest and an agreement was subsequently authorized by City Council through Ordinance No. 2019-361. Yehl Environmental was unable to obtain certification to be recognized as an EPA certified training firm. As such, the City did not enter into an agreement. EEA was the second proposal received through the RFP. It is being proposed to enter into an agreement with this firm to offer the services.

EEA will offer courses to City employees and construction contractors to enable their ability to obtain EPA certification to carry out lead abatement activities. Courses include "Lead Abatement Supervisor" and "Lead Abatement Worker". EEA will also offer the "Renovator, Remodeler and Painting" course to allow property owners and contractors certification to carry out lead interim control activities.

Respectfully submitted,

Lovely A. Warren  
Mayor





## Vendor / Consultant Selection Process Summary

Department: Neighborhood & Business Development – Buildings & ZoningProject / Service Title: Training ServicesConsultant Selected: Cornerstone Training InstituteMethod of selection: X Request for Proposal  
 \_\_\_\_\_ Request for Qualifications1. Date RFP / RFQ issued: September 13, 20192. The RFP / RFQ was also sent directly to: NA

3. Proposals were received from:

FIRM

Environmental Education Associates

Cornerstone Training Institute

CITY/ST

Buffalo, NY

Rochester, NY

4. Evaluation criteria: The scores for each criteria were averaged based on the numbers reported by each member of the review team identified below.

<u>Criteria</u>	<u>Points Possible</u>	<u>Environmental Education</u>	<u>Cornerstone</u>
Proposal	20	18	13
Experience	20	19	16
Cost	55	46	50
Commitment of Key personnel	5	5	3
Bonus Points		0	8.2
<b>Total</b>		<b>88</b>	<b>90.2</b>

Bonus Points

City business: 10% of total	10 x TT
Prime is an MWBE: 10% of total	10 x TT
Prime uses 10% - 20% MWBE subs	.05 x TT
Prime uses 20%+ MWBE subs	10 x TT
Workforce goals for M & W met	10 x TT
<b>BONUS POINTS SUBTOTAL</b>	<b>BP</b>

TOTAL POINTS RECEIVED by the Firm. TT + BP = \_\_\_\_\_



5. Review team included staff from: Dept/Bureau (#) Dept/Bureau (#) Dept/Bureau (#)  
Dept. of Finance, Bureau of Accounting  
Dept. of Neighborhood & Business Development, Bureau of Business & Housing Development  
Dept. of Neighborhood & Business Development, Bureau of Administration and Finance

6. Additional considerations/explanations *[if applicable; e.g. interviews, demonstrations]*

7. MWBE Officer has reviewed the recommended firm's proposal for MWBE and  
Workforce goals. MWBE Officer Initials                      Date: 11/4/19

Form date 1/4/19



224

Ordinance No.

**Amending Ordinance No. 2019-361 relating to lead hazard control contractor training**

BE IT ORDAINED, by the Council of the City of Rochester as follows:

Section 1. Section 3 of Ordinance No. 2019-361, Authorizing funding and agreements for the 2019 Lead Hazard Control Grant Program, is hereby amended to read as follows:

Section 3. The Mayor is hereby authorized to enter into a professional services agreement with ~~Yehl Environmental Incorporated~~ Environmental Education Associates, Inc. to provide lead abatement and interim control worker training. The maximum compensation for the agreement shall be \$63,000, which shall be funded from the funds authorized by Section 1 herein. The term of the agreement shall be one year with the option to extend for up to 2 additional years if funds within the authorized maximum compensation remain.

Section 2. This ordinance shall take effect immediately.

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## City of Rochester

City Hall Room 308A, 30 Church Street  
Rochester, New York 14614-1290  
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## NEIGHBORHOOD & BUSINESS DEVELOPMENT INTRODUCTORY NO.

221

Lovely A. Warren  
Mayor

May 20, 2021

NBD21

### TO THE COUNCIL

Ladies and Gentlemen:

Re: Amendment- US Treasury Emergency Rent  
Assistance Funding

Council Priority: Rebuilding and Strengthening  
Neighborhood Housing; Jobs and Economic  
Development

Comprehensive Plan 2034 Initiative Area:  
Fostering Prosperity & Opportunity

Transmitted herewith for your approval is legislation to amend Ordinance No. 2021-107 related to the United States Department of the Treasury for Emergency Rent Assistance for tenants negatively impacted by the COVID-19 pandemic. The City received a larger funding allocation than originally projected due to Rochester being designated as a "high need" area, necessitating an amendment to the Ordinance approved in April 2021. This legislation will:

- 1) Amend Ordinance No. 2021-107 to revise the maximum amount of the agreement with the US Department of the Treasury from \$6,000,000 to \$10,000,000. All other terms will remain the same.
- 2) Amend Ordinance No. 2021-107 to revise the maximum amount of the inter-municipal agreement with Monroe County from \$6,000,000 to \$10,000,000. All other terms will remain the same.

The American Rescue Plan Act of 2021, signed into law March 11, 2021, allocated an additional \$19.1 billion for the Emergency Rent Assistance Program to be administered by states and local governments to serve households facing housing insecurity due to the pandemic. Previously, the Consolidated Appropriations Act of 2021 allocated \$25 billion for this same use. In February 2021, City Council approved the receipt and use of \$6.1 million of those first round of funds via Ordinance No. 2021-39, which also authorized an Inter-Municipal Agreement with Monroe County. This legislation is intended to mirror the February legislation. Monroe County would prefer two separate IMA's due to differences in timing for the funding expiration for the two installments and other minor regulatory differences. The total funding for the program will now be \$44 million.

Since officially launching April 1<sup>st</sup> the program has completed over 3200 household intakes and distributed over \$1 million in payments to over 300 households.

Respectfully submitted,

Lovely A. Warren





221

Ordinance No.

**Amending Ordinance No. 2021-107 relating to U.S. Treasury Emergency Rent Assistance**

BE IT ORDAINED, by the Council of the City of Rochester as follows:

Section 1. Sections 1 and 2 of Ordinance No. 2021-107, Authorizing agreements relating to Emergency Rent Assistance under the American Rescue Plan Act of 2021, are hereby amended to read as follows:

Section 1. The Mayor is hereby authorized to enter into an agreement with the United States Treasury Department (Treasury) for the receipt and use of up to ~~\$6,000,000~~ \$10,000,000 to fund an Emergency Rent Assistance program (Program) utilizing funds authorized under the American Rescue Plan Act of 2021. The term of the agreement shall continue through September 30, 2027, with the option to extend for one additional year in the event that the Federal Government extends the expiration date for using Program assistance.

Section 2. The Mayor is hereby authorized to enter into an intermunicipal agreement with the County of Monroe (County) for the joint operation and joint funding of the Program. The maximum compensation contributed by the City for the agreement shall be ~~\$6,000,000~~ \$10,000,000, which shall be funded by the Treasury in accordance with the agreement authorized in Section 1 herein and which is hereby appropriated to effectuate the intermunicipal agreement. The term of the agreement shall continue through September 30, 2027, with the option to extend for one additional year in the event that the Federal Government extends the expiration date for using Program assistance. In lieu of one agreement, the parties are hereby authorized, if they so choose, to enter into two or more intermunicipal agreements for the same Program purposes, provided that the aggregate maximum compensation and other terms remain as specified herein.

Section 2. This ordinance shall take effect immediately.

Strikeout indicates deleted text, new text is underlined





## City of Rochester

City Hall Room 308A, 30 Church Street  
Rochester, New York 14614-1290  
[www.cityofrochester.gov](http://www.cityofrochester.gov)

## NEIGHBORHOOD & BUSINESS DEVELOPMENT INTRODUCTORY NO.

Lovely A. Warren  
Mayor

222

May 20, 2021

NBD52

TO THE COUNCIL

Ladies and Gentlemen:

Re: Lease Agreement- 280 Exchange Boulevard

Council Priority: Creating and Sustaining a Culture of  
Vibrancy

Comprehensive Plan 2034 Initiative Area:  
Reinforcing Strong Neighborhoods

Transmitted herewith for your approval is legislation authorizing a lease agreement between the City of Rochester and Corn Hill Landing, L.L.C. (Steven Di Marzo, Manager, 301 Exchange Blvd, Rochester, NY). The City will lease approximately 1,283 square feet of space on the interior of 280 Exchange Boulevard, and a 900 square foot patio outside for use as harbor master facilities, a ticket booth for potential future boat rentals, and for other municipal purposes consistent with the City's transformative ROC the Riverway initiative. The annual cost for the lease, for the first year, as established by an appraisal prepared in March, 2021, by Jay J. Loson, MAI of Midland Appraisal Associates, Inc., will be \$42,853.97, with 5% increases for the first and second renewal terms. The annual cost of this lease will be funded through the 2020-21 and 2021-22 Budgets of the Department of Neighborhood and Business Development and subsequent budgets, contingent upon their approval.

The term of the lease will be twenty (20) years commencing January 1, 2022 and ending December 31, 2041 with the option for two (2), five (5) year renewals.

The rent for the initial term shall also provide the City with a Tenant Improvement Allowance of \$150,000 for improvements to be made by the Landlord at the City's direction. The Landlord shall complete the improvements on or before January 1, 2022.

Respectfully submitted,

Lovely A. Warren  
Mayor





222

Ordinance No.

**Authorizing a lease agreement for 280 Exchange Boulevard**

BE IT ORDAINED, by the Council of the City of Rochester as follows:

Section 1. The Mayor is hereby authorized to enter into an agreement with Corn Hill Landing, L.L.C. for the City to lease approximately 1,283 square feet of interior space at 280 Exchange Boulevard and a 900 square foot exterior patio for use as harbor master facilities, a ticket booth for potential future boat rentals, and for other municipal purposes consistent with the ROC the Riverway initiative. The term of the agreement shall be 20 years commencing on January 1, 2022, with the option to extend for up to two additional five-year periods.

Section 2. The lease agreement shall obligate the City to pay \$42,853.97 annually, with 5% increases for the optional first and second renewal terms, if exercised. The lease amount for the first year shall be funded in the amounts of \$2,600 from the 2020-21 Budget of the Department of Neighborhood and Business Development (NBD) and \$40,253.97 from the 2021-22 Budget of NBD, contingent upon approval of the latter budget. The lease payments for the following years shall be funded by subsequent years' Budgets of NBD, contingent upon their approval.

Section 3. The agreement shall provide the City with a Tenant Improvement Allowance of \$150,000 for improvements to be made by the Landlord at the City's direction. The Landlord shall complete the improvements on or before January 1, 2022.

Section 4. The lease agreement shall contain such additional terms and conditions as the Mayor deems to be appropriate.

Section 5. This ordinance shall take effect immediately.





## City of Rochester

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## PARKS & PUBLIC WORKS INTRODUCTORY NO.

223

Lovely A. Warren  
Mayor

DES22

May 20, 2021

TO THE COUNCIL

Ladies and Gentlemen:

Re: Amending Ordinance No. 2021-109 – Chip  
Seal Program

Council Priority: Jobs and Economic  
Development

Comprehensive Plan 2034 Initiative Area:  
Sustaining Green and Active Systems

Transmitted herewith for your approval is legislation Amending Ordinance No. 2021-109, which authorized the issuance of bonds totaling \$634,000, and the appropriation of the proceeds thereof, to finance a portion of the cost of the 2021 Annual Street Maintenance Evaluation and Repair Program. This amendment will change the limits of the chip seal work in order to better coordinate with the replacement of lead service lines.

The following street segments should be removed from the original ordinance:

STREET	FROM	TO
PARK VIEW ST	SENECA PKY	RIVERSIDE ST
W RIDGE RD SOD	LAKE AVE	MAPLEWOOD DR
ARBOR DR	MEADOWBROOK RD	LANEY RD
AZALEA RD	ELMWOOD AVE	HIGHLAND AVE
CASTLEMAN RD	CASTLEMAN RD	CRITTENDEN BLVD
COOK ST	MT HOPE AVE	ELMWOOD AVE
EDGEMONT RD	CASTLEMAN RD	MT HOPE AVE
ELMERSTON RD	CASTLEMAN RD	WHITEFORD RD
FORT HILL TER	MT HOPE AVE	SOUTH AVE
FURMAN CRES	MT HOPE AVE	HIGHLAND AVE





GOLD ST	MT HOPE AVE	SOUTH AVE
IRVINGTON RD	CASTLEMAN RD	MT HOPE AVE
LANEY ROAD	ELMWOOD AVE	HIGHLAND AVE
LANGSLOW ST	MT HOPE AVE	SOUTH AVE
MAY ST	MT HOPE AVE	SOUTH AVE
MEADOWBROOK RD	ELMWOOD AVE	HIGHLAND AVE
ROSEMOUNT ST	E HENRIETTA RD	SOUTH AVE
ROSSITER RD	CASTLEMAN RD	MT HOPE AVE
SOUTHVIEW TER	FORT HILL TER	ELMWOOD AVE
STEWART ST	MT HOPE AVE	SOUTH AVE
WALL ST	MAY ST	SOUTH AVE
WARREN ST	E HENRIETTA RD	SOUTH AVE
WESTVIEW TER	FORT HILL TER	ELMWOOD AVE
AVENUE E	ST PAUL ST	CONKEY AVE
CARTHAGE ST	HOOKER ST	CONKEY AVE
CARTHAGE ST	JEWEL ST	CONKEY AVE
DORBETH RD	ST PAUL ST	CONKEY AVE
HOOKER ST	CARTHAGE ST	CONKEY AVE
MALLING DR	ST PAUL ST	CONKEY AVE
NORTHVIEW TER	ST PAUL ST	CONKEY AVE
SARANAC ST	ST PAUL ST	JEWEL ST
SARANAC ST	JEWEL ST	CONKEY AVE
ARVINE HGTS	GENESEE ST	ARVINE HTS
ARVINE PARK	GENESEE ST	END
BROOKDALE AVE	THURSTON RD	BROOKS AVE
CONGRESS AVE	THURSTON RD	GENESEE ST
CUSTER ST	GENESEE PARK BLVD	CONGRESS AVE



DEVON RD	KINGSBORO RD	PIONEER ST
FAIRVIEW AVE	GENESEE PARK BLVD	BROOKS AVE
GILLETTE ST	GENESEE PARK BLVD	STANFIELD TER
GRANDVIEW TER	GENESEE ST	END
KINGSBORO RD	GENESEE PARK BLVD	SCOTTSVILLE RD
MINEOLA ST	GENESEE ST	PIONEER ST
OAK HILL VIEW	GENESEE ST	END
PIONEER ST	DEVON RD	CHANDLER ST
POST AVE	GENESEE PARK BLVD	BROOKS AVE
SATURA AVE	END	VIXETTE ST
SPRUCE AVE	WOODBINE AVE	GENESEE ST
TERRACE PARK	WOODBINE AVE	GENESEE ST
VIRGINIA AVE	KINGSBORO RD	BURLINGTON AVE
VIXETTE ST	GENESEE ST	SCOTTSVILLE RD
WELDON ST	WOODBINE AVE	CUSTER ST
WINBOURNE RD	WINBOURNE RD	SCOTTSVILLE RD
WOODBINE AVE	GENESEE PARK BLVD	BROOKS AVE

The following street segments should replace the above listed street segments:

STREET	FROM	TO
ADRIAN ST	MAGEE AVE	CLAY AVE
ALAMEDA ST	DEWEY AVE	LAKE AVE
ALBEMARLE ST	DEWEY AVE	LAKE AVE
ARCHER ST	DRIVING PARK AVE	BRYAN ST
ARGO PARK	DRIVING PARK AVE	END
ASTER ST	FLOWER CITY PARK	END
AUGUSTINE ST	DOVE ST	LAKE AVE



BIRR ST	BURKE TER	DEWEY AVE
BRYAN ST	ARCHER ST	PIERPONT ST
BURKE TER	BIRR ST	AUGUSTINE ST
CHAUMONT ST	MAGEE AVE	CLAY AVE
CLAY AVE	LILY ST	LAKE AVE
DAISY ST	FLOWER CITY PARK	RIDGEWAY AVE
DESMOND ST	AVIS ST	PALM ST
EL DORADO PL	FAIRVIEW HTS	LAKE AVE
ELECTRIC AVE	DEWEY AVE	RAINES PARK
FAIRVIEW HGTS	FAIRVIEW HTS	BIRR ST
FALCON ST	END	ARGO PARK
GUNNISON ST	END	ARGO PARK
KISLINGBURY ST	DEWEY AVE	PIERPONT ST
LILY ST	MAGEE AVE	RIDGEWAY AVE
LILY ST	KNICKERBOCKER AVE	AVIS ST
LUCKEY ST	BIRR ST	AUGUSTINE ST
MAGEE AVE	LILY ST	LAKE AVE
MARIGOLD ST	FLOWER CITY PARK	RIDGEWAY AVE
MINDER ST	BARDIN ST	W RIDGE RD
NORBERT ST	MAGEE AVE	CLAY AVE
PIERPONT ST	DRIVING PARK AVE	AUGUSTINE ST
PRIMROSE ST	FLOWER CITY PARK	W RIDGE RD
PULLMAN AVE	DEWEY AVE	W RIDGE RD
RAINES PARK	LAKEVIEW PARK	AUGUSTINE ST
SELYE TER	DEWEY AVE	LAKE AVE
SUMMIT GROVE PARK	SUNRISE ST	RIDGEWAY AVE
SUNRISE ST	KNICKERBOCKER AVE	PULLMAN AVE



W RIDGE RD SOD

RIDGEWAY AVE

MAPLEWOOD AVE

RALEIGH ST

CASTLEMAN RD

MT HOPE AVE

This amendment will allow the chip seal work to follow the completion of the lead service line work, limiting the disruption to our residents.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Lovely A. Warren".

Lovely A. Warren  
Mayor



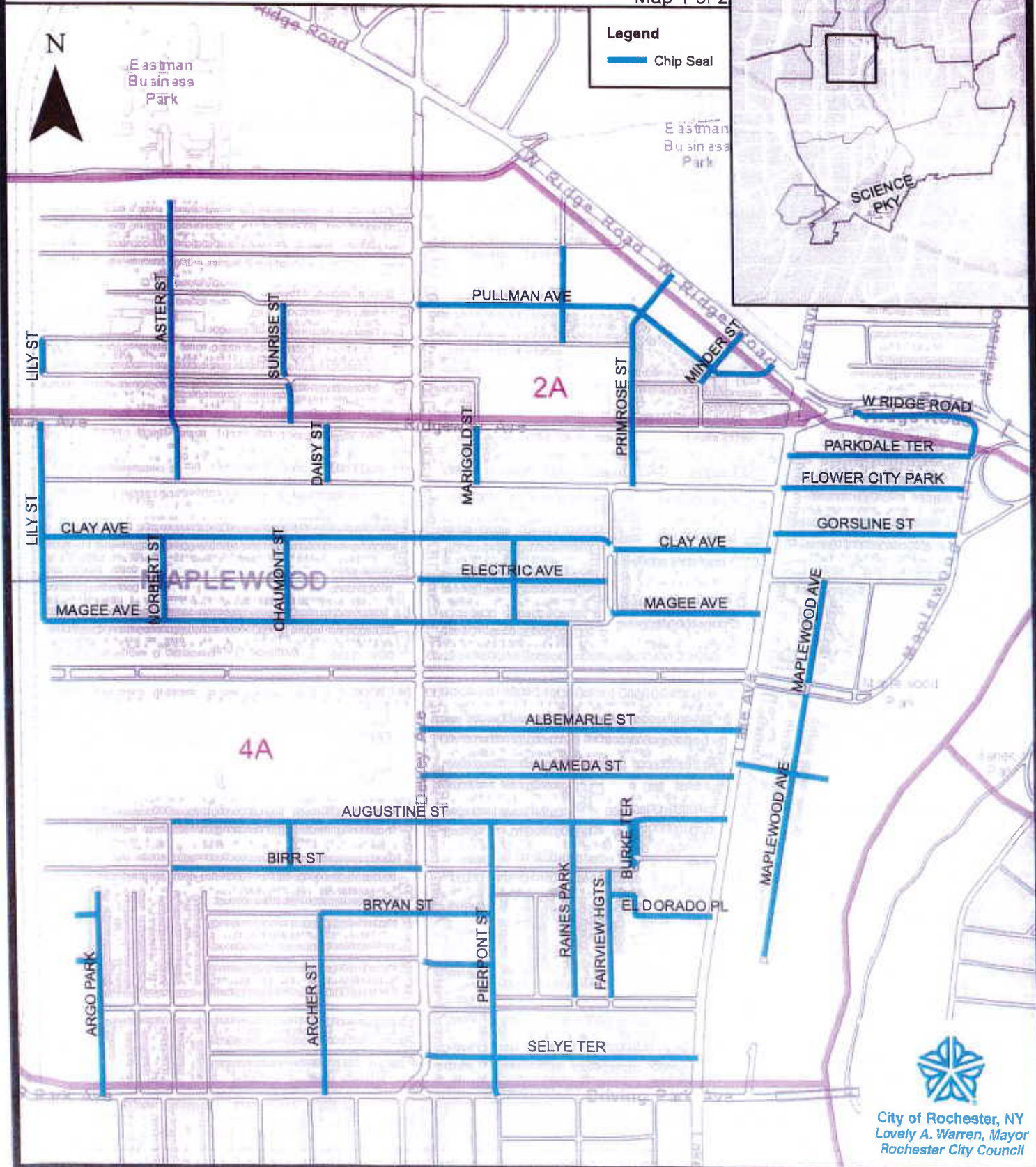
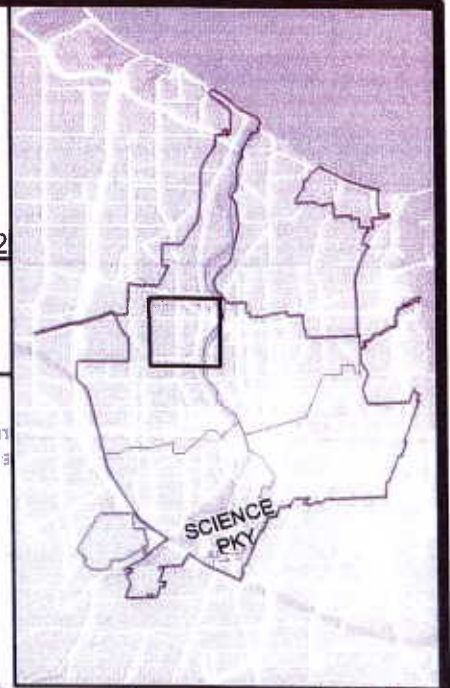
# 2021 Chip Seal

Project Limits Revised as of April 21, 2021  
Section 2A and 4A

Map 1 of 2

## Legend

Chip Seal



City of Rochester, NY  
Lovely A. Warren, Mayor  
Rochester City Council



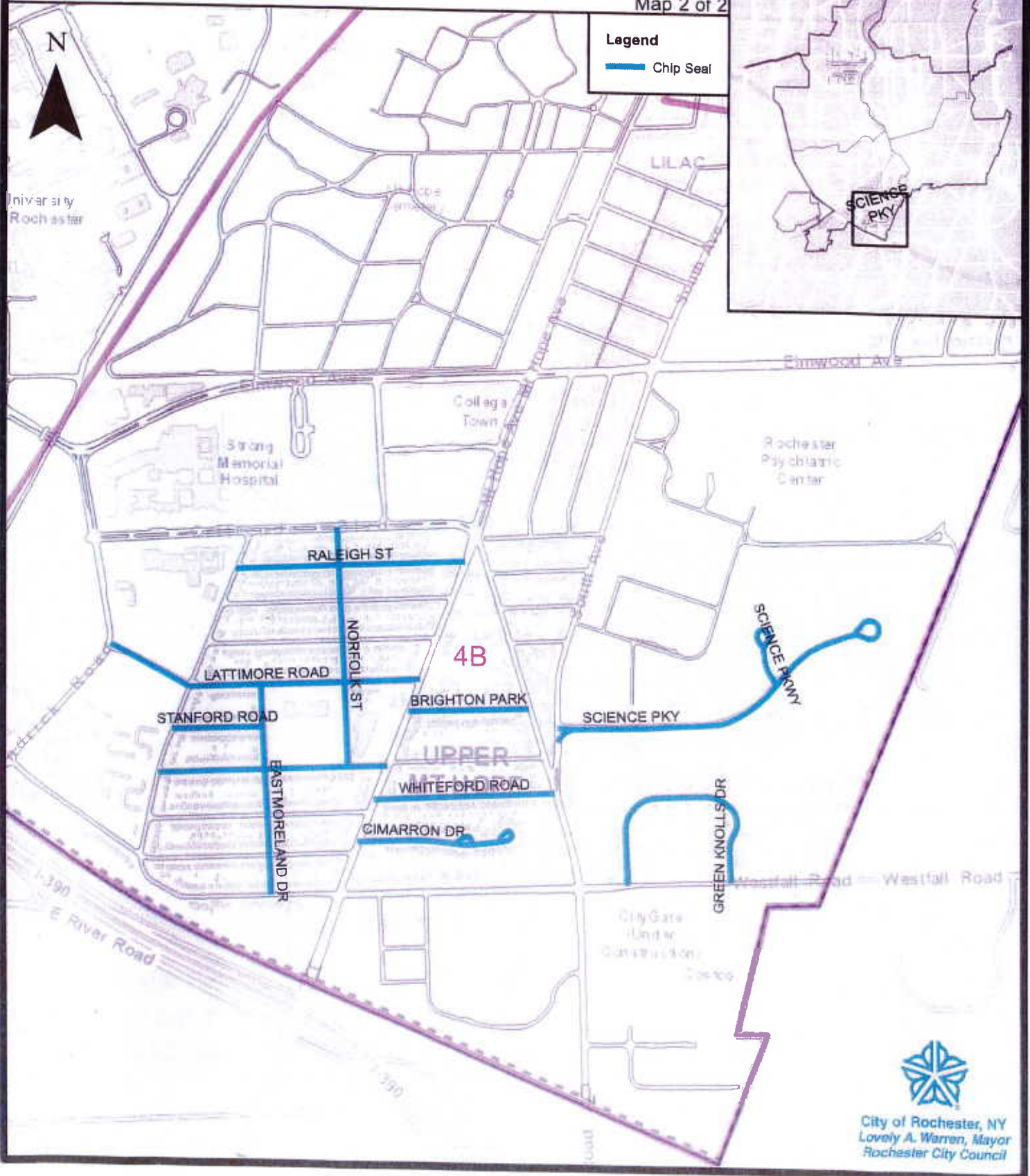
# 2021 Chip Seal

Project Limits Revised as of April 21, 2021  
Section 4B

Map 2 of 2

## Legend

Chip Seal



City of Rochester, NY  
Lovely A. Warren, Mayor  
Rochester City Council



223

Ordinance No.

**Amending Bond Ordinance No. 2021-109 of the City of Rochester, New York**

BE IT ORDAINED, by the Council of the City of Rochester as follows:

Section 1. Bond Ordinance No. 2021-109, Bond Ordinance of the City of Rochester, New York authorizing the issuance of \$634,000 Bonds of said City to finance the 2021 Annual Street Maintenance Project, is hereby amended as follows with regard to the affected street segments listed on the Project Street List annexed thereto:

**Exhibit A****Project Street List****Chip Seal**

STREET	FROM	TO
FLOWER CITY PARK	LAKE AVE	MAPLEWOOD DR
GORSLINE ST	LAKE AVE	MAPLEWOOD DR
MAPLEWOOD AVE	SOUTH END	RIVERSIDE ST
<del>PARK VIEW ST</del>	<del>SENECA PKY</del>	<del>RIVERSIDE ST</del>
PARKDALE TER	LAKE AVE	RAMP RT-104
ROSE ST	LAKE AVE	EAST END
<del>W RIDGE RD SOD</del>	<del>LAKE AVE</del>	<del>MAPLEWOOD DR</del>
MAPLEWOOD DR	W RIDGE RD SOD	PARKDALE TER
<del>ARBOR DR</del>	<del>MEADOWBROOK RD</del>	<del>LANEY RD</del>
<del>AZALEA RD</del>	<del>ELMWOOD AVE</del>	<del>HIGHLAND AVE</del>
BRIGHTON PK	MT HOPE AVE	E HENRIETTA RD
<del>CASTLEMAN RD</del>	<del>CASTLEMAN RD</del>	<del>CRITTENDEN BLVD</del>
CIMARRON DR	MT HOPE AVE	END
<del>COOK ST</del>	<del>MT HOPE AVE</del>	<del>ELMWOOD AVE</del>
EASTMORELAND DR	WESTMORELAND DR	LATTIMORE RD
<del>EDGEMONT RD</del>	<del>CASTLEMAN RD</del>	<del>MT HOPE AVE</del>
<del>ELMERSTON RD</del>	<del>CASTLEMAN RD</del>	<del>WHITEFORD RD</del>
FORT HILL TER	MT HOPE AVE	SOUTH AVE
FURMAN CRES	MT HOPE AVE	HIGHLAND AVE



GOLD ST	MT HOPE AVE	SOUTH AVE
GREEN KNOLLS DR	WESTFALL RD	WESTFALL RD
STREET	FROM	TO
IRVINGTON RD	CASTLEMAN	MT HOPE AVE
LANEY ROAD	ELMWOOD AVE	HIGHLAND AVE
LANGSLOW ST	MT HOPE AVE	SOUTH AVE
LATTIMORE RD	MT HOPE AVE	KENDRICK ROAD
MAY ST	MT HOPE AVE	SOUTH AVE
MEADOWBROOK RD	ELMWOOD AVE	HIGHLAND AVE
NORFOLK ST	SHELBOURNE RD	CRITTENDEN BLVD
ROSEMOUNT ST	E HENRIETTA RD	SOUTH AVE
ROSSITER RD	CASTLEMAN RD	MT HOPE AVE
SCIENCE PKY	SOUTH AVE	END
SHELBOURNE RD	CASTLEMAN RD	REDFERN DR
SOUTHVIEW TER	FORT HILL TER	ELMWOOD AVE
STANFORD RD	CASTLEMAN RD	EASTMORELAND DR
STEWART ST	MT HOPE AVE	SOUTH AVE
WALL ST	MAY ST	SOUTH AVE
WARREN ST	E HENRIETTA RD	SOUTH AVE
WESTVIEW TER	FORT HILL TER	ELMWOOD AVE
WHITEFORD RD	WHITEFORD RD	SOUTH AVE
AVENUE E	ST PAUL ST	CONKEY AVE
BEACH ST	ST PAUL ST	JEWEL ST
CARTHAGE ST	HOOVER ST	CONKEY AVE
CARTHAGE ST	JEWEL ST	CONKEY AVE
CUTLER ST	JEWEL ST	CONKEY AVE
DORBETH RD	ST PAUL ST	CONKEY AVE
HOOVER ST	CARTHAGE ST	CONKEY AVE
JEWEL ST	SARANAC ST	NORTON ST
MALLING DR	ST PAUL ST	CONKEY AVE
NORTHVIEW TER	ST PAUL ST	CONKEY AVE



SARANAC ST	ST PAUL ST	JEWEL ST
SARANAC ST	JEWEL ST	CONKEY AVE
ARVINE HGTS	GENESEE ST	ARVINE HTS
ARVINE PARK	GENESEE ST	END
STREET	FROM	TO
BROOKDALE AVE	THURSTON RD	BROOKS AVE
CONGRESS AVE	THURSTON RD	GENESEE ST
CUSTER ST	GENESEE PARK BLVD	CONGRESS AVE
DEVON RD	KINGSBORO RD	PIONEER ST
FAIRVIEW AVE	GENESEE PARK BLVD	BROOKS AVE
GILLETTE ST	GENESEE PARK BLVD	STANFIELD TER
GRANDVIEW TER	GENESEE ST	END
KINGSBORO RD	GENESEE PARK BLVD	SCOTTSVILLE RD
MINEOLA ST	GENESEE ST	PIONEER ST
OAK HILL VIEW	GENESEE ST	END
PIONEER ST	DEVON RD	CHANDLER ST
POST AVE	GENESEE PARK BLVD	BROOKS AVE
SATURA AVE	END	VIXETTE ST
SPRUCE AVE	WOODBINE AVE	GENESEE ST
TERRACE PARK	WOODBINE AVE	GENESEE ST
VIRGINIA AVE	KINGSBORO RD	BURLINGTON AVE
VIXETTE ST	GENESEE ST	SCOTTSVILLE RD
WELDON ST	WOODBINE AVE	CUSTER ST
WINBOURNE RD	WINBOURNE RD	SCOTTSVILLE RD
WOODBINE AVE	GENESEE PARK BLVD	BROOKS AVE
<u>ADRIAN ST</u>	<u>MAGEE AVE</u>	<u>CLAY AVE</u>
<u>ALAMEDA ST</u>	<u>DEWEY AVE</u>	<u>LAKE AVE</u>
<u>ALBEMARLE ST</u>	<u>DEWEY AVE</u>	<u>LAKE AVE</u>



<u>ARCHER ST</u>	<u>DRIVING PARK AVE</u>	<u>BRYAN ST</u>
<u>ARGO PARK</u>	<u>DRIVING PARK AVE</u>	<u>END</u>
<u>ASTER ST</u>	<u>FLOWER CITY PARK</u>	<u>END</u>
<u>AUGUSTINE ST</u>	<u>DOVE ST</u>	<u>LAKE AVE</u>
<u>BIRR ST</u>	<u>BURKE TER</u>	<u>DEWEY AVE</u>
<u>BRYAN ST</u>	<u>ARCHER ST</u>	<u>PIERPONT ST</u>
<u>BURKE TER</u>	<u>BIRR ST</u>	<u>AUGUSTINE ST</u>
<u>CHAUMONT ST</u>	<u>MAGEE AVE</u>	<u>CLAY AVE</u>
<u>STREET</u>	<u>FROM</u>	<u>TO</u>
<u>CLAY AVE</u>	<u>LILY ST</u>	<u>LAKE AVE</u>
<u>DAISY ST</u>	<u>FLOWER CITY PARK</u>	<u>RIDGEWAY AVE</u>
<u>DESMOND ST</u>	<u>AVIS ST</u>	<u>PALM ST</u>
<u>EL DORADO PL</u>	<u>FAIRVIEW HTS</u>	<u>LAKE AVE</u>
<u>ELECTRIC AVE</u>	<u>DEWEY AVE</u>	<u>RAINES PARK</u>
<u>FAIRVIEW HGTS</u>	<u>FAIRVIEW HTS</u>	<u>BIRR ST</u>
<u>FALCON ST</u>	<u>END</u>	<u>ARGO PARK</u>
<u>GUNNISON ST</u>	<u>END</u>	<u>ARGO PARK</u>
<u>KISLINGBURY ST</u>	<u>DEWEY AVE</u>	<u>PIERPONT ST</u>
<u>LILY ST</u>	<u>MAGEE AVE</u>	<u>RIDGEWAY AVE</u>
<u>LILY ST</u>	<u>KNICKERBOCKER</u>	<u>AVIS ST</u>
	<u>AVE</u>	
<u>LUCKEY ST</u>	<u>BIRR ST</u>	<u>AUGUSTINE ST</u>
<u>MAGEE AVE</u>	<u>LILY ST</u>	<u>LAKE AVE</u>
<u>MARIGOLD ST</u>	<u>FLOWER CITY PARK</u>	<u>RIDGEWAY AVE</u>
<u>MINDER ST</u>	<u>BARDIN ST</u>	<u>W RIDGE RD</u>
<u>NORBERT ST</u>	<u>MAGEE AVE</u>	<u>CLAY AVE</u>
<u>PIERPONT ST</u>	<u>DRIVING PARK AVE</u>	<u>AUGUSTINE ST</u>
<u>PRIMROSE ST</u>	<u>FLOWER CITY PARK</u>	<u>W RIDGE RD</u>
<u>PULLMAN AVE</u>	<u>DEWEY AVE</u>	<u>W RIDGE RD</u>
<u>RAINES PARK</u>	<u>LAKEVIEW PARK</u>	<u>AUGUSTINE ST</u>
<u>SELYE TER</u>	<u>DEWEY AVE</u>	<u>LAKE AVE</u>
<u>SUMMIT GROVE</u>	<u>SUNRISE ST</u>	<u>RIDGEWAY AVE</u>
<u>PARK</u>		



SUNRISE STKNICKERBOCKER  
AVEPULLMAN AVEW RIDGE RD SODRIDGEWAY AVEMAPLEWOOD AVERALEIGH STCASTLEMAN RDMT HOPE AVE**Milling and Resurfacing****STREET****FROM****TO**

WOODBINE AVE

TERRACE PK

BROOKS AVE

WELDON ST

CUSTER ST

GENESEE ST

AVENUE D

NORTH ST

CARTER ST



Section 2. For the amended Bond Ordinance, the City shall remain authorized to issue bonds to finance the Project specified therein with bonds in a principal amount equal to \$634,000 and the financing shall proceed in all other respects in accordance with the provisions specified in the original Bond Ordinance.

Section 3. This Ordinance shall take effect immediately, and the City Clerk is hereby authorized and directed to publish a summary of the foregoing Ordinance, together with a Notice attached in substantially the form prescribed by Section 81.00 of the Law in "The Daily Record," a newspaper published in Rochester, New York, having a general circulation in the City and hereby designated the official newspaper of said City for such publication.

Strikeout indicates deleted text, new text is underlined





## City of Rochester

City Hall Room 308A, 30 Church Street  
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## PARKS & PUBLIC WORKS INTRODUCTORY NO.

224

Lovely A. Warren  
Mayor

DES24

May 20, 2021

TO THE COUNCIL

Ladies and Gentlemen:

Re: Inter-Municipal Agreement – Leasing Space on  
Livingston County Jakman Hill Radio Tower

Comprehensive Plan 2034 Initiative Area:  
Sustaining Green & Active Systems

Transmitted herewith for your approval is legislation authorizing an agreement with the County of Livingston, a municipal corporation, with its principal mailing address of Livingston County Government Center, (6 Court Street, Geneseo, New York), for leasing space on the County's communication tower located on Jakman Hill Road in the Town of Livonia.

Renewing this lease will allow the City to continue to maintain and operate the spread-spectrum ethernet radio communications equipment, antennas and appurtenances necessary for the transmission of data between the Hemlock Filtration Plant and various locations within the City's water distribution and transmission systems. This is an essential component of our critical Supervisory Control and Data Acquisition (SCADA) network.

The term of this agreement will be for one (1) year with the option of four (4) one-year renewals. There will be no cost for this agreement.

Respectfully submitted,

Lovely A. Warren  
Mayor





**Authorizing an intermunicipal agreement for radio transmitting equipment**

BE IT ORDAINED, by the Council of the City of Rochester as follows:

Section 1. The Mayor is hereby authorized to enter into an agreement with Livingston County to allow the City to use space on the County's communications tower located on Jakman Hill Road in the Town of Livonia for the placement of communications equipment, antennas and appurtenances to transmit data between the City Water Bureau's Hemlock Filtration Plant and various other locations within the City's water distribution and transmission systems. The agreement shall extend for a term of one year, with the option to extend for up to four additional one-year periods.

Section 2. The agreement shall contain such terms and conditions as the Mayor deems to be appropriate.

Section 3. This ordinance shall take effect immediately.





## City of Rochester

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### PARKS & PUBLIC WORKS INTRODUCTORY NO.

225

Lovely A. Warren  
Mayor

DES25

May 20, 2021

TO THE COUNCIL

Ladies and Gentlemen:

Re: Professional Services Agreement - LaBella  
Associates D.P.C., 24 & 32 York Street Brownfield  
Cleanup Project

Comprehensive Plan 2034 Initiative Area:  
Sustaining Green and Active Systems

Transmitted herewith for your approval is legislation related to environmental cleanup services at 24 & 32 York Street (the Site). This legislation will establish \$469,600 as maximum compensation for an agreement with LaBella Associates D.P.C., (Steve Metzger, Principal in Charge, Rochester, New York), for remedial cleanup services.

The cost of the agreement will be financed from \$388,000 in U.S. Environmental Protection Agency (USEPA) brownfield cleanup grant funds appropriated in Ordinance No. 2021-09 and \$81,600 in Fiscal Year 2020-21 cash capital.

24 York Street and 32 York Street are contiguous parcels located in the Bull's Head Urban Renewal Area and Bull's Head Brownfield Opportunity Area (BOA). 32 York Street is currently vacant land that formerly contained a small building that was demolished in December, 2020 and 24 York Street contains an asphalt parking lot. Past commercial uses included of these two parcels include a post office, church, wagon shop, a blacksmith shop, a gasoline service station, and an auto repair shop.

Environmental assessments and investigations were completed by the City between 2018 and 2019 which documented the presence of petroleum products in both soil and groundwater, mostly on the 24 York Street parcel but with some limited migration onto a portion of 32 York Street. The environmental investigations indicate that an environmental cleanup of petroleum-contaminated soil and groundwater is required. As a result of the petroleum impacts at the Site, the New York State Department of Environmental Conservation (NYSDEC) issued Spill file #1901036 for the Site in 2019, which currently has an open status. The City acquired Site in September, 2019.

Future use of the Site is anticipated to consist of mixed use redevelopment to continue to fulfill the City's Bulls Head Revitalization initiatives. In December 2019 the City submitted a cleanup grant application to the USEPA for the Site, and in May 2020 the USEPA awarded the City of Rochester \$408,000 in grant funds to assist with the cleanup of the Site. There is a required 20% City match for the grant. It is anticipated that the cleanup will be performed under a Stipulation Agreement with the NYSDEC Region 8.

In January, 2021, the City's Division of Environmental Quality issued a request for proposal (RFP) for remedial cleanup services at the Site. LaBella was selected based on the quality and scope of its proposal, experience with petroleum cleanup projects and USEPA funded projects, the proposed project team, previous involvement in the Bulls Head Revitalization Plan, and reasonableness of its cost.





The term of the agreement is three years and will include a provision for extensions beyond the initial term of the agreement until the NYSDEC closes the open spill file for the Site. It is currently estimated that it will take one year to substantially complete the majority of the cleanup project, and a second year of groundwater monitoring in order to secure NYSDEC spill file closure.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Lovely A. Warren". The signature is written in a cursive, flowing style.

Lovely A. Warren  
Mayor



### Vendor / Consultant Selection Process Summary

**Department:** DES/Division of Environmental Quality  
**Project / Service Title:** 24 & 32 York Street EPA Funded Brownfield Cleanup

**Consultant Selected:**

Firm Name	Address
LaBella Associates D.P.C.	300 State St #201, Rochester, NY 14614

**Method of selection:**      X      Request for Proposal [*Complete 1-7*]  
              Request for Qualifications [*Complete 1-7*]  
              From the NY State Department of Transportation list of pre-approved regional engineering firms [*Complete 4-7*]

**1. Date RFP issued:** (and posted on City web site): RFP Issued and placed on City web site January 27<sup>th</sup>, 2021.

**2. The RFP was also sent directly, via e-mail to:** The RFP was not sent directly via email to any consultants.

**3. Proposals were received from:**

Firm Name	Address
Bergmann Associates	280 East Broad St, Suite 200, Rochester, NY 14604
Day Environmental Inc.	1563 Lyell Ave, Rochester, NY 14606
C&S/Pinto	141 Elm St #100, Buffalo, NY 14203
LaBella Associates D.P.C.	300 State St #201, Rochester, NY 14614
Leader Professional Services, Inc.	936 Exchange St, Building C Rochester, NY 14608
Stantec	61 Commercial St #100, Rochester, NY 14614

**4. Evaluation criteria (ADD ADDITIONAL MWBE WEIGHTING TO TABLE)**

Criteria	Proposed Technical Approach	Experience, Expertise, & Personnel	Project Costs	Total Score
				(+ MWBE Workforce Goals)
<b>Max Points</b>	<b>1,176</b>	<b>480</b>	<b>240</b>	<b>2,160</b>
LaBella Associates	989	472	184	1855



**5. Review team included staff from:** Two (2) DES Division of Environmental Quality staff members and one (1) Neighborhood Business Development (NBD) staff member

**6. Additional considerations/explanations:** N/A

**7. MWBE Officer has reviewed the recommended firm's proposal for MWBE and Workforce goals.**

MWBE Officer Initials:

ONG

Date:

4/23/21



Note: the building shown in this image on the 32 York Street parcel was demolished in December, 2020 and therefore is no longer present.





**Authorizing an agreement for the Brownfield Cleanup Project at 24 and 32 York Street**

BE IT ORDAINED, by the Council of the City of Rochester as follows:

Section 1. The Mayor is hereby authorized to enter into a professional services agreement with LaBella Associates, D.P.C. in the maximum amount of \$469,600 to provide remedial cleanup services in support of the Brownfield Cleanup Project at 24 and 32 York Street (the Project). The initial term of the agreement shall be 3 years, which shall be extended if necessary until such time as the New York State Department of Environmental Conservation finds the Project sufficiently complete so as to close that agency's spill file. The agreement shall be funded in the amounts of \$388,000 from the United States Environmental Protection Agency grant appropriated to the Project by Ordinance No. 2021-9 and \$81,600 from 2020-21 Cash Capital.

Section 2. The agreement shall contain such additional terms and conditions as the Mayor deems to be appropriate.

Section 3. This ordinance shall take effect immediately.





## City of Rochester

City Hall Room 308A, 30 Church Street  
Rochester, New York 14614-1290  
www.cityofrochester.gov

## PARKS & PUBLIC WORKS INTRODUCTORY NO.

226

Lovely A. Warren  
Mayor

DES26

May 20, 2021

TO THE COUNCIL

Ladies and Gentlemen:

Re: Professional Services Agreement – Compost Pilot Program

Comprehensive Plan 2034 Initiative Area: Sustaining Green and Active Systems

Transmitted herewith for your approval is legislation authorizing an agreement with R.M.Putney & Associates, Inc., d/b/a Impact Earth, (Robert Putney, Co-Founder and Chief Executive Officer, 2340 Brighton Henrietta Town Line Road, Suite14 a/b, Rochester, NY), for services related to a Compost Pilot Program.

Implementation of the Compost Pilot program will allow the City to raise public awareness about composting and waste reduction. During the pilot, participants will collect food waste scraps and other compostable materials for drop off at one of two City locations. Toolkits will be provided to pilot participants consisting of educational materials, a countertop container and a larger bucket with a sealed lid to store the material. Throughout the program, the City will gather feedback and data to evaluate the effectiveness of the program for potential expansion. Food waste composting will reduce the amount of solid waste going to the landfill and result in lower disposal costs for the City and lower greenhouse gas emissions in accordance with the City of Rochester Community-wide Climate Action Plan.

In March 2021, the City's Office of Energy and Sustainability solicited proposals for a firm to provide services related to food waste composting, including additional related data gathering and outreach services, and three companies responded. Impact Earth was selected based on the quality and thoroughness of their proposal, experience and expertise of the proposed project team, ability to meet the City's schedule, and the reasonableness of the cost of their proposal.

Services utilized under this agreement will be funded by the 2021-22 and future operating budgets of the departments utilizing the services or from funds appropriated for specific projects, contingent upon their approval by Council.

The agreement will have an initial term of two years with provisions for a renewal for up to two (2) additional one-year periods based on mutual written agreement. The Compost Pilot program is expected to be completed by July 2022.

Respectfully submitted,

Lovely A. Warren  
Mayor





## Vendor / Consultant Selection Process Summary

**Department:** DES/Division of Environmental Quality

**Project / Service Title:** COR SSO Organics Program - Compost Pilot Program Contractor

**Consultant Selected:**

Firm Name	Address
Impact Earth	2340 Brighton Henrietta Townline Rd., Suite 14 a/b, Rochester, NY 14623

**Method of selection:** X Request for Proposal [Complete 1-7]  
     Request for Qualifications [Complete 1-7]  
     From the NY State Department of Transportation list of pre-approved regional engineering firms [Complete 4-7]

1. **Date RFP issued:** (and posted on City web site): Issued/posted on the City's web site on March 26, 2021.

2. **The RFP was also sent directly, via e-mail to:** On March 29, 2021, RFP emailed to Melissa Hall mahp2i@rit.edu and Robert Putney robert@impactearthroc.com

3. **Proposals were received from:**

Firm Name	Address
Impact Earth	2340 Brighton Henrietta Townline Rd., Suite 14 a/b, Rochester, NY 14623
Natural Upcycling	1818 Linwood Rd., Linwood, NY 14486
Denali	250-B Lucius Gordon Drive Suite 8, West Henrietta, NY 14586

4. **Evaluation criteria (ADD ADDITIONAL MWBE WEIGHTING TO TABLE)**

Summary Ratings – COR SSO Organics Program - Compost Pilot Contractor

Average Score of 4 reviewers (Proposal Quality, Team Qualifications, Firm Experience, Cost, References, Commitment of Key Principals)	Total possible 110	<b>89.3</b>
MWBE and Local Firms - Additional Points	Add % of total 110	<b>11</b>
Respondent is an MWBE	10%	0
Utilize MWBE Subcontractors for 10-20% of work	5%	0
Utilize MWBE Subcontractors for more than 20% of work	10%	0
Meet or exceed workforce goals of 20% M and 6.9% W	10%	11
Local Firm	10%	0
<b>FINAL TOTAL SCORE (with additional points for MWBE/Local firms):</b>		<b>100.3</b>

5. **Review team included staff from:** Five City staff: two from the Department of Environmental Services/Division of Environmental Quality, two from the Department of Environmental Services/Bureau of Operations and one from the Department of Neighborhood and Business Development.

6. **Additional considerations/explanations:** N/A

7. **MWBE Officer has reviewed the recommended firm's proposal for MWBE and Workforce goals.**

MWBE Officer Initials: Jmm Date: 5/6/2021



226

Ordinance No.

**Authorizing an agreement for a Compost Pilot Program**

BE IT ORDAINED, by the Council of the City of Rochester as follows:

Section 1. The Mayor is hereby authorized to enter into a professional services agreement with R.M.Putney & Associates, Inc. dba Impact Earth for services related to a Compost Pilot Program. The term of the agreement shall be two years with the option to extend for up to two additional one-year periods upon mutual agreement. The cost of the agreement shall be funded from the annual budgets of the departments utilizing the services or from funds appropriated for specific projects, contingent upon approval.

Section 2. The agreement shall contain such additional terms and conditions as the Mayor deems to be appropriate.

Section 3. This ordinance shall take effect immediately.





## City of Rochester

City Hall Room 308A, 30 Church Street  
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## PARKS & PUBLIC WORKS INTRODUCTORY NO.

227

Lovely A. Warren  
Mayor

DES27

May 20, 2021

TO THE COUNCIL

Ladies and Gentlemen:

Re: Amendatory Agreement – Edge Architecture,  
PLLC, Lincoln Branch Library Reconfiguration

Council Priority: Jobs and Economic Development &  
Creating and Sustaining a Culture of Vibrancy

Comprehensive Plan 2034 Initiative Area:  
Sustaining Green and Active Systems & Fostering  
Prosperity and Opportunity

Transmitted herewith for your approval is legislation authorizing an amendatory agreement with Edge Architecture, PLLC, (Allen Rossignol, 277 Alexander St., Suite 407, Rochester, New York) to provide additional design services. The original agreement, authorized in June 2020 (Ordinance No. 2020-195), established maximum compensation at \$60,000 for design services through schematic design. This amendment will increase the maximum compensation by \$184,050, to a maximum total of \$244,050 to progress to final design. This additional cost will be funded as follows:

Funding Source	Amount
Prior Year Cash Capital	\$10,637.19
2015-16 Cash Capital	\$3,192.62
2016-17 Cash Capital	\$4,235.96
2018-19 Cash Capital	\$105,573.33
2019-20 Cash Capital	\$23,867.87
NYSED Grant – Ordinance No. 2016-373	\$9,002.66
Fenyvessy Trust Fund	\$27,540.37
<b>Total</b>	<b>\$184,050.00</b>

Edge Architecture will provide additional design services that include design development, contract documents, bid and award, and construction phase services.

The project consists of reconfiguration of the library including, but not limited to, a new circulation desk to improve site lines to all programs, strategic wall removals within the toy library area, new family restrooms, and exterior façade upgrades.

Final design will begin in summer 2021 with anticipated construction start in fall 2021. The amendatory will result in the creation and/or retention of the equivalent of 2.0 full-time jobs.

The term of the agreement shall extend until three (3) months after the completion of the two-year guarantee inspection of the project.

Respectfully submitted,





## NO RFP JUSTIFICATION STATEMENT

### Awarding a Professional Services Agreement Without a Request for Proposals

The Procurement of Professional Services Policy (Ord. No. 2012-318) requires an RFP to be issued under most circumstances. If it is determined that an RFP will not be issued, this form must be completed, signed by the Department Head, and kept on file (electronically or hard copy). It must also be submitted:

1. To City Council as an attachment to the transmittal letter for any PSA that exceeds \$10,000, and
2. To the contract record when entered in Munis.

-----  
**Department:** Environmental Services/Arch. Services      **Services(s):** Design

**Vendor/Consultant selected:**

Edge Architecture, PLLC

**How was the vendor selected?**

Vendor was previously selected using the City's standard RFP process.

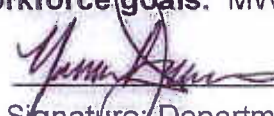
**Why was no RFP issued for this service?**

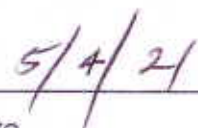
This amendatory agreement adds additional funds into Edge Architecture's current design services agreement for design development, contract documents, bid and award and construction phase services.

**Compensation Amount:** \$184,050

**How was this determined?** Negotiation with Vendor

The MWBE Officer has reviewed the proposed Agreement for MWBE and Workforce goals. MWBE Officer Initials: \_\_\_\_\_ Date: \_\_\_\_\_

  
\_\_\_\_\_  
Signature: Department Head

  
\_\_\_\_\_  
Date



227

Ordinance No.

**Authorizing an amendatory agreement for the Lincoln Branch Library reconfiguration**

BE IT ORDAINED, by the Council of the City of Rochester as follows:

Section 1. The Mayor is hereby authorized to enter into an amendatory professional services agreement with Edge Architecture, PLLC to provide additional design services for the reconfiguration of the Lincoln Branch Library. The amendatory agreement shall amend the existing agreement authorized by Ordinance No. 2020-195 to increase the maximum compensation by \$184,050 to a new total of \$244,050. The amendatory compensation shall be funded by \$10,637.19 in Prior Years' Cash Capital, \$3,192.62 in 2015-16 Cash Capital, \$4,235.96 in 2016-17 Cash Capital, \$105,573.33 in 2018-19 Cash Capital, \$23,867.87 in 2019-20 Cash Capital, \$9,002.66 in New York State Education Department grant funds authorized by Ordinance No. 2016-373, and \$27,540.37 from the Fenyvessy Trust Fund. The amendatory agreement shall amend the term of the existing agreement to extend until three months after completion of the two-year guarantee inspection of the project.

Section 2. The amendatory agreement shall contain such additional terms and conditions as the Mayor deems to be appropriate.

Section 3. This ordinance shall take effect immediately.





## City of Rochester

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## PARKS & PUBLIC WORKS INTRODUCTORY NO.

228

Lovely A. Warren  
Mayor

DES28

May 20, 2021

TO THE COUNCIL

Ladies and Gentlemen:

Re: Agreement – West Side Garage Structural  
Repairs and Renovation

Council Priority: Creating and Sustaining a Culture of  
Vibrancy

Comprehensive Plan 2034 Initiative Area:  
Sustaining Green & Active Systems

Transmitted herewith for your approval is legislation establishing \$400,000 as maximum compensation for a professional service agreement with C & S Engineers, Inc., (John D. Trimble, CEO, 150 State Street, Suite 120, Rochester, NY) for architecture and engineering services for the project. The cost of the agreement will be financed as follows:

Funding Source	Amount
2014-15 Cash Capital	\$ 204,316.72
2017-18 Cash Capital	\$ 195,683.28
<b>Total</b>	<b>\$ 400,000.00</b>

C & S Engineers, Inc. will provide architecture and engineering design for preliminary design through design development phases of design for the structural repairs and renovation of West Side Garage. The building is located at 210 Colfax Street and is the location of DES Solid Waste Division operations.

The scope of work includes but is not limited to, office area interior redesign and renovations, structural slab replacement with new vapor mitigation system, new mechanical, electrical, plumbing and fire suppression systems throughout, garage truck bay slab replacement, utility service upgrades, and renovation and expansion of the exterior parking area including new vehicle charging stations.

C & S Engineers, Inc. was selected for services through a request for proposal process which is described in the attached summary.

Design will begin in summer 2021 with construction anticipated in spring 2022. The project will result in the creation and/or retention of the equivalent of 4.35 full-time jobs.

The term of the agreement shall extend until three (3) months after the completion of the two-year guarantee inspection of the project.

Respectfully submitted,

Lovely A. Warren  
Mayor





## Vendor / Consultant Selection Process Summary

**Department:** DES/ Bureau of Architecture and Engineering  
**Project / Service Sought:** West Side Garage Structural Repairs and Renovation  
**Method of selection:** Request for Proposal  
**Consultant Selected:** C & S Engineers, Inc.

1. **Date RFP issued:** February 24, 2021
2. **The RFP was also sent directly to:** See attached consultant list
3. **Proposals were received from**

<u>FIRM</u>	<u>Address</u>	<u>City/ST</u>
C & S Engineers, Inc.	150 State Street, Suite 120	Rochester, NY 14614
Edge Architecture PLLC	277 Alexander Street, Suite 407	Rochester, NY 14607
EI Team, Architecture, Engineering, Planning & Construction	2060 Sheridan Drive	Buffalo, NY 14223
Hunt Engineers, Architects, Land Surveyors & Landscape Architect, D.P.C.	4 Commercial Street, Suite 300	Rochester, NY 14614
LaBella Associates, D.P.C.	300 State Street, Suite 201	Rochester, NY 14614
LiRo Engineers, Inc.	85 Allen Street, Suite 300	Rochester, NY 14608
Lothrop Associates L.L.P	510 Clinton Square	Rochester, NY 14604
SWBR Architecture, Engineering & Landscape Architecture, D.P.C.	387 East Main Street	Rochester, NY 14604
TYLin International Engineering & Architecture, P.C.	255 East Avenue	Rochester, NY 14604

### 4. Evaluation criteria

<u>Criteria</u>	<u>Weighting</u>	<u>Points possible</u>	<u>Actual Points received by C &amp; S</u>
Experience	40%	40	30
Approach	50%	50	37
Staff	10%	10	7
<b>SUBTOTAL</b>		<b>100</b>	<b>74</b>

<u>Bonus Points</u>	<u>Points received by C &amp; S</u>
City business: 10% of total	10
Prime is an MWBE: 10% of total	0
Prime uses 20%+ MWBE subs	10
Workforce goals for M & W met	10



BONUS POINTS SUBTOTAL = 30

TOTAL RATING WITH BONUS = 104

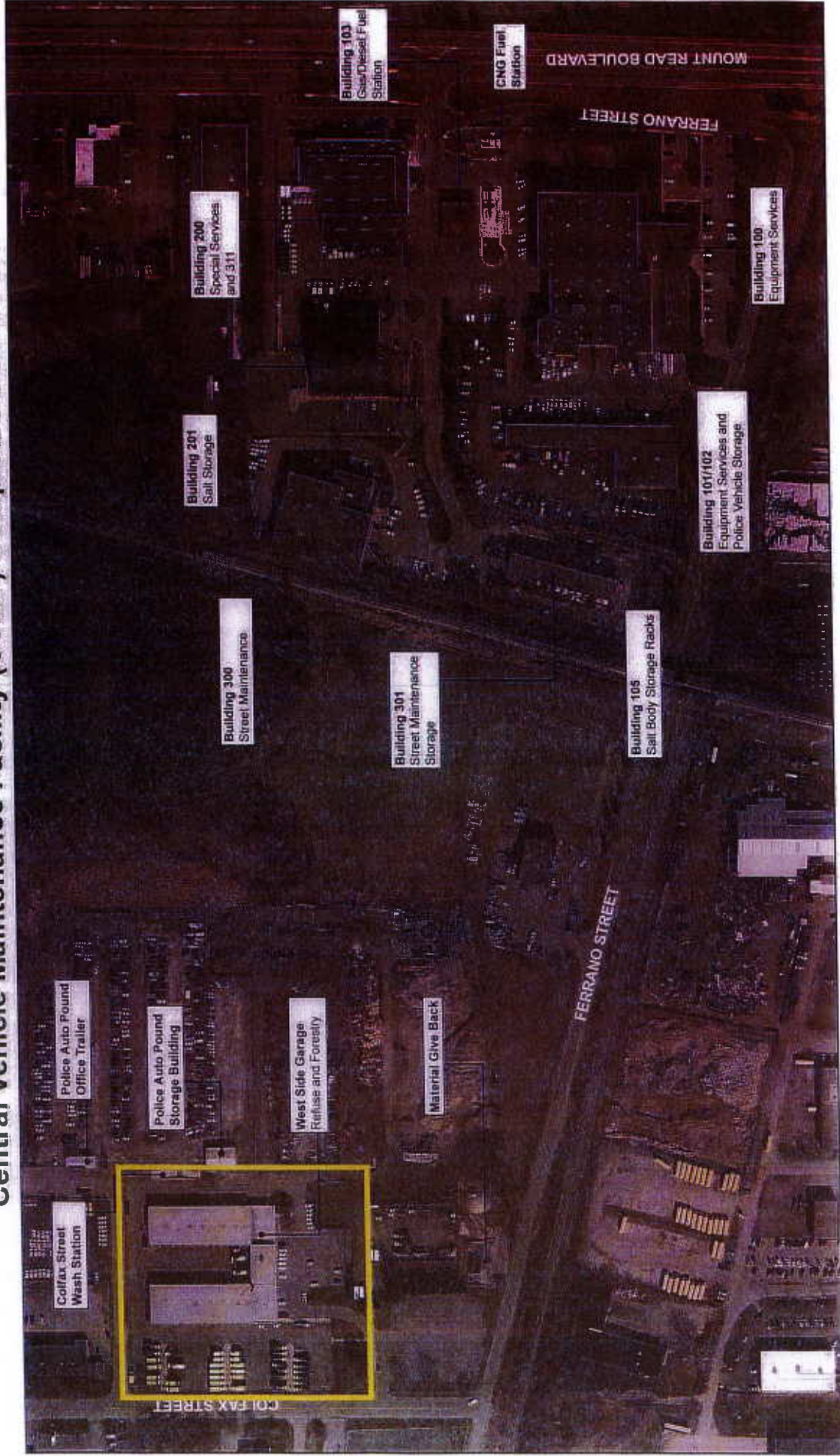
5. **Review team included staff from:** Bureau of Arch. & Eng., Arch. Services Division (5), Bureau of Operations (1), and Environmental Quality (1)

6. **Additional considerations/explanations:**

7. **MWBE Officer has reviewed the recommended firm's proposal for meeting MWBE and Workforce goals.** MWBE Officer Initials: *Onj* Date: *4/30/21*

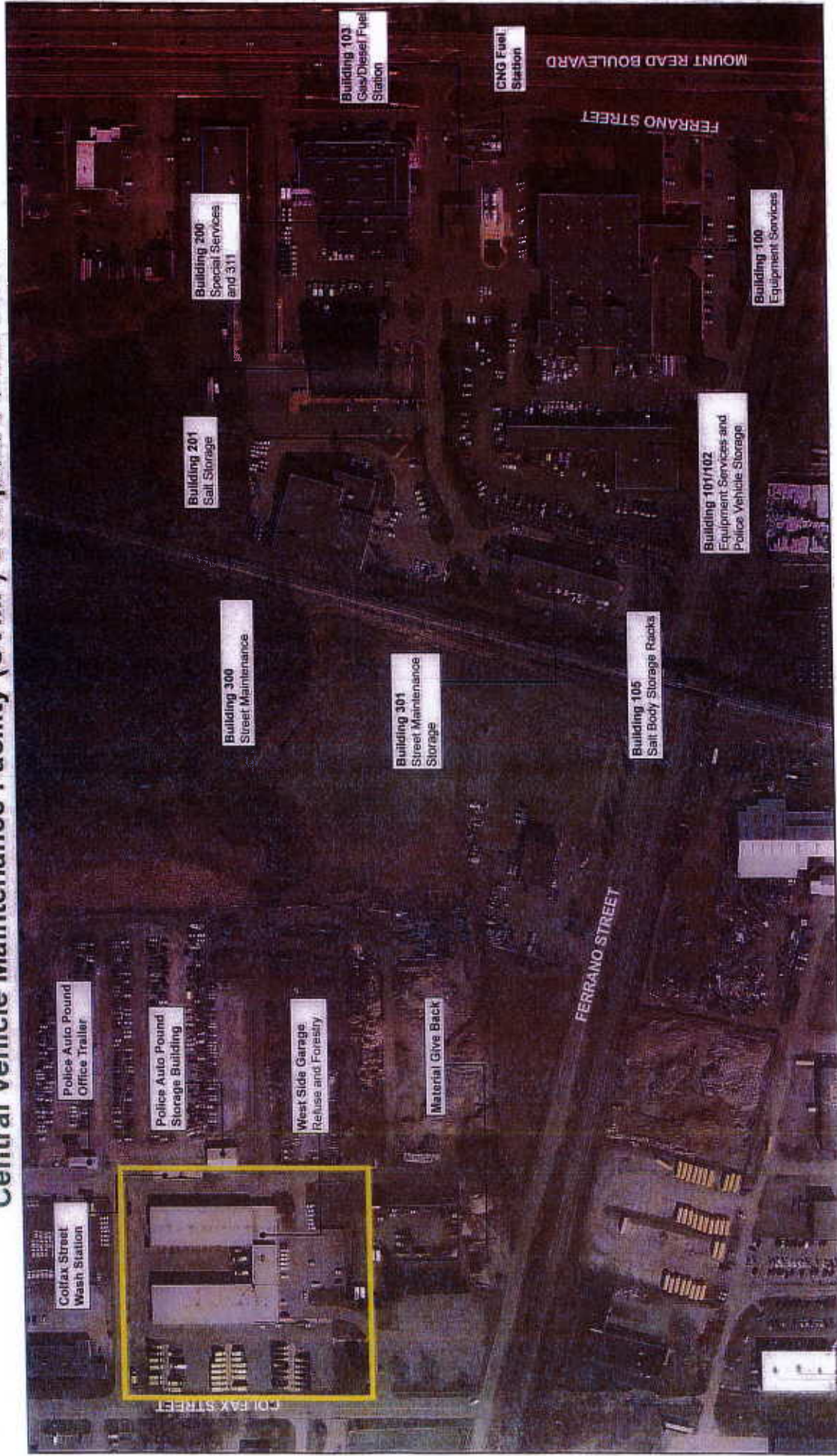


## Central Vehicle Maintenance Facility (CVMF) Complex/Colfax Street





# Central Vehicle Maintenance Facility (CVMF) Complex/Colfax Street





228

Ordinance No.

**Authorizing an agreement for West Side Garage structural repairs and renovation**

BE IT ORDAINED, by the Council of the City of Rochester as follows:

Section 1. The Mayor is hereby authorized to enter into a professional services agreement with C & S Engineers, Inc. for architecture and engineering services for structural repairs and renovation of the West Side Garage located at 210 Colfax Street. The maximum compensation shall be \$400,000, which shall be funded by \$204,316.72 in 2014-15 Cash Capital and \$195,683.28 in 2017-18 Cash Capital. The term of the agreement shall extend until three months after completion of the two-year guarantee inspection of the project.

Section 2. The agreement shall contain such additional terms and conditions as the Mayor deems to be appropriate.

Section 3. This ordinance shall take effect immediately.





## City of Rochester

City Hall Room 308A, 30 Church Street  
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## PARKS & PUBLIC WORKS INTRODUCTORY NO.

229

Lovely A. Warren  
Mayor

DES29

May 20, 2021

TO THE COUNCIL

Ladies and Gentlemen:

Re: Amendatory Agreement – Bergmann Associates,  
Architects, Engineers, Landscape Architects &  
Surveyors, D.P.C. - Blue Cross Arena Upgrades  
Project

Council Priority: Jobs and Economic Development

Comprehensive Plan 2034 Initiative Area: Sustaining  
Green and Active Systems

Transmitted herewith for your approval is legislation related to the Blue Cross Arena Upgrades project. This legislation will:

1. Authorizing an amendatory agreement with Bergmann Associates, Architects, Engineers, Landscape Architects & Surveyors, D.P.C., (Pietro V. Giovenco, CEO, 280 East Broad Street, Suite 200, Rochester, New York) to provide additional services related to Blue Cross Arena Upgrades Project. The original agreement, authorized in July 2018 (Ordinance No. 2018-242), established maximum compensation at \$1,000,000. This amendment will increase the compensation by \$10,000, to a maximum total of \$1,010,000 for additional design services to add LED sports arena lighting; and,
2. Amend the funding for the agreement to align the grant funding with the eligible costs in the agreement as follows:

Funding Source	Amount
DASNY NYS CAP Grant authorized Ordinance No. 2018-242	\$455,000.00
2013-14 Cash Capital	\$193,444.60
2014-15 Cash Capital	\$50,000.00
2017-18 Cash Capital	\$70,000.00
2018-19 Cash Capital	\$231,555.40
2019-20 Cash Capital	\$10,000.00
<b>Total</b>	<b>\$1,010,000.00</b>

The project included public lavatory upgrades, audio visual system upgrades, audio system upgrades, and an expansion on Exchange Street.

Construction began in spring 2020 with substantial completion scheduled for spring 2021.

Installation of LED sports arena lighting is projected for summer 2021.

The amendatory agreement will result in the creation and/or retention of the equivalent of 0.1 full-time jobs.





The term of the agreement shall extend until three (3) months after completion of the two-year guarantee inspection of the project.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Lovely A. Warren". The signature is fluid and cursive, with the first name "Lovely" and the last name "Warren" being clearly distinguishable.

Lovely A. Warren  
Mayor



229

Ordinance No.

**Authorizing an amendatory agreement for the Blue Cross Arena Upgrades Project**

BE IT ORDAINED, by the Council of the City of Rochester as follows:

Section 1. The Mayor is hereby authorized to enter into an amendatory agreement with Bergmann Associates, Architects, Engineers, Landscape Architects & Surveyors, D.P.C. to provide additional services relating to the Blue Cross Arena Upgrades Project (Project). The amendatory agreement shall amend the existing agreement authorized by Ordinance No. 2018-242 to:

- a. provide additional design services and LED sports arena lighting;
- b. increase the maximum compensation by \$10,000 to a new total of \$1,010,000; and
- c. fund the agreement as follows: \$455,000 from a Dormitory Authority of the State of New York CAP grant authorized and appropriated in Ordinance No. 2018-242, \$193,444.60 from 2013-14 Cash Capital, \$50,000 from 2014-15 Cash Capital, \$70,000 from 2017-18 Cash Capital, \$231,555.40 from 2018-19 Cash Capital, and \$10,000 from 2019-20 Cash Capital.

Section 2. The amendatory agreement shall contain such additional terms and conditions as the Mayor deems to be appropriate.

Section 3. This ordinance shall take effect immediately.





## City of Rochester

City Hall Room 308A, 30 Church Street  
Rochester, New York 14614-1290  
www.cityofrochester.gov

## PARKS & PUBLIC WORKS INTRODUCTORY NO.

230

Lovely A. Warren  
Mayor

DES30

TO THE COUNCIL

May 20, 2021

Ladies and Gentlemen:

Re: Geometric Changes – Innovation Square  
(100 South Clinton Ave)

Council Priority: Creating and Sustaining a  
Culture of Vibrancy and Jobs and Reinforcing Strong  
Neighborhoods

Transmitted herewith for your approval is legislation authorizing the following geometric changes for the Gallina Development Corporations (Andrew R. Gallina, CEO, 1890 South Winton Road, Suite 100, Rochester, NY) Innovation Square project located at 100 South Clinton Avenue.

Geometric changes on East Broad Street include: Beginning at a point 257'-6" east of the southeast property line corner of East Broad Street and South Clinton Avenue; pavement width decreasing from 56'-1" to 46' continuing east for a distance of 60'-1".

The pavement width change will realign the curb to better accommodate a new driveway entrance for the project. The decrease in pavement width results in the loss of 46 feet of existing "On-street, 2-hour parking". The existing 220 linear feet of available parking will be reduced to a new total of 174 linear feet of available parking.

Construction is anticipated to begin in summer of 2021 with substantial completion anticipated in fall 2021.

A public informational meeting was held on April 26, 2021. A copy of the minutes from this meeting are attached. The geometric changes required for the project were endorsed by the Traffic Control Board on April 21, 2021.

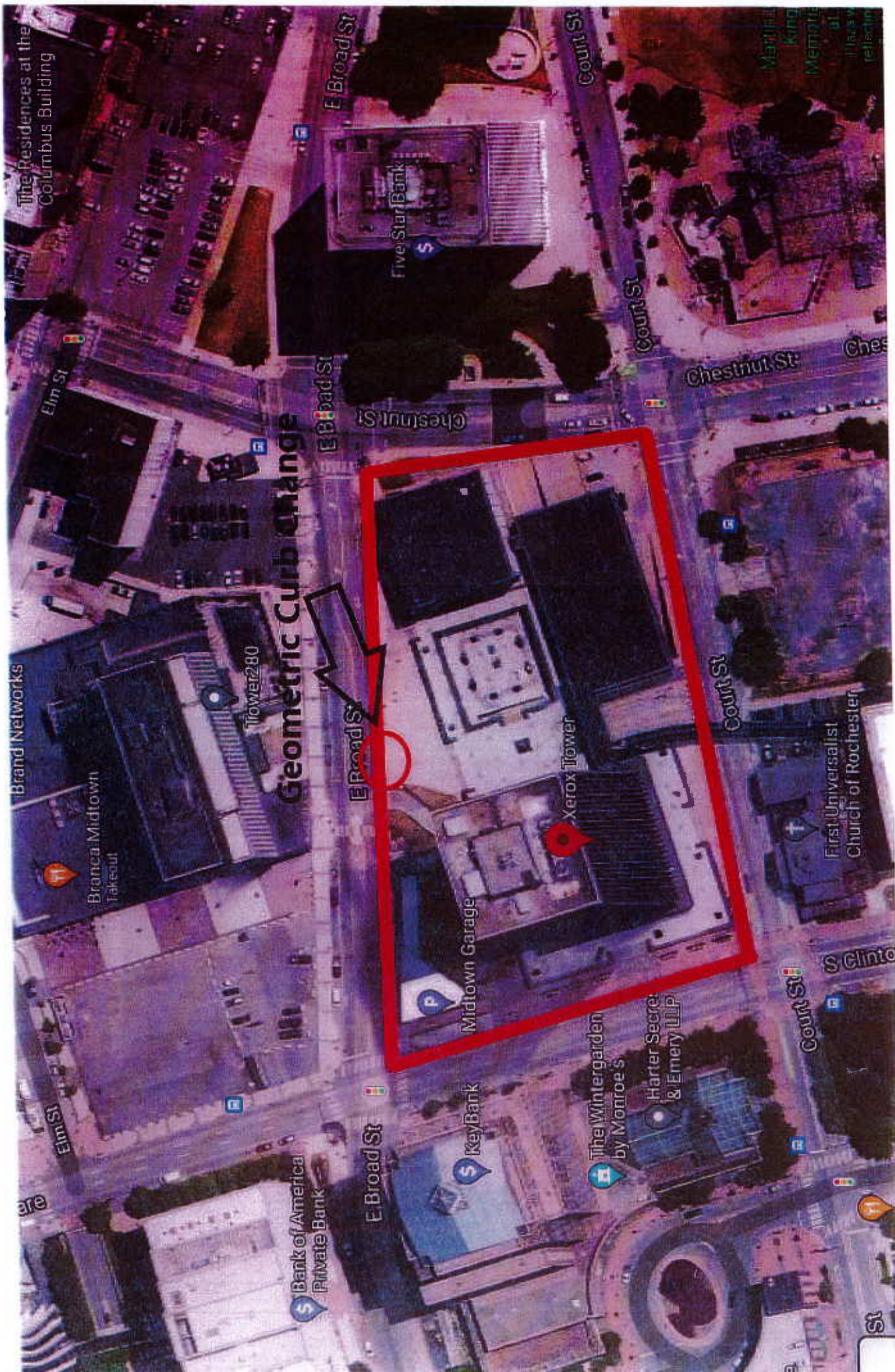
A public hearing on the pavement width changes is required.

Respectfully submitted,

Lovely A. Warren  
Mayor







## Geometric Curb Change

Brand Networks

Branca Midtown  
Takeout

Tower 280

E Broad St

E Broad St

E Broad St

Five Star Bank

Chestnut St

Xerox Tower

Midtown Garage

Court St

Court St

Chestnut St

First Universalist  
Church of Rochester

Court St

S Clinton St

Bank of America  
Private Bank

E Broad St

KeyBank

The Wintergarden  
by Monroe's

Harter Secrest  
& Emery LLP

The Residences at the  
Columbus Building





ROCHESTER OFFICE  
387 East Main St  
Rochester NY 14604  
585 232 8300  
rochester@swbr.com

Architecture  
Graphic Design  
Interior Design  
Landscape Architecture  
Structural Engineering

## Meeting Minutes

Project:	Innovation Square -100 South Clinton Ave.	Date:	04/27/21
Project No:	20602.00	Time:	6:00 pm – 7:00 pm
Purpose:	Traffic Control Board Public Meeting	Location:	Webex
Client:	Gallina Development	Minutes by Don Naetzker	

### Present:

Name	Firm	E-mail
Rob Fornataro – Project Manager	SWBR	rfornataro@swbr.com
Don Naetzker – Landscape Architect	SWBR	dnaetzker@swbr.com
Evan Gallina	Gallina Development	Evan@gallinadev.com

### 1. Minutes

- a. There was only one public member who joined the meeting. Her name was Joyce Volland. Don Naetzker walked through the locations of the curb cuts and explained the scope of work that would need to be done.
- b. Joyce asked if the new curb cut would disturb the existing one that goes into the garage that is just west of the new curb cut on East Broad Street. Don stated that it would not interfere with the existing flow of traffic in the existing curb cut as there is enough distance between the two.
- c. Joyce had a few other questions about the number of residential units and what is going to happen to the triangle building. Although these topics were not part of this meeting specifically, we felt it appropriate to answer her questions as best as possible. She was very much in favor of the project and is looking forward to students moving in and that building being re populated again.



236

Ordinance No.

**Authorizing geometric changes relating to the Innovation Square project**

BE IT ORDAINED, by the Council of the City of Rochester as follows:

Section 1. The Council hereby approves the following change in the pavement width of East Broad Street to accommodate a new driveway entrance for the Innovation Square project: Decreasing the width of East Broad Street by 10 feet-1 inch, from 56 feet-1 inch to 46 feet, beginning 257.5 feet east of the southeast property line corner at the intersection of East Broad Street and South Clinton Avenue and continuing eastward for a distance of 60 feet-1 inch. The pavement width change shall be made in accordance with plans and specifications approved by the City Engineer, who may make reasonable modifications to such plans.

Section 2. This ordinance shall take effect immediately.





## City of Rochester

City Hall Room 308A, 30 Church Street  
Rochester, New York 14614-1290  
[www.cityofrochester.gov](http://www.cityofrochester.gov)

### PARKS & PUBLIC WORKS INTRODUCTORY NO.

231

Lovely A. Warren  
Mayor

DES31

May 20, 2021

TO THE COUNCIL

Ladies and Gentlemen:

Re: East Main Street Improvement Project  
(North Goodman Street to Culver Road)

Council Priority: Creating and Sustaining a Culture of  
Vibrancy and Jobs and Economic Development

Comprehensive Plan 2034 Initiative Area:  
Sustaining Green & Active Systems

Transmitted herewith for your approval is legislation appropriating \$819,000 in anticipated reimbursements from the New York State Marchiselli Aid Program to finance a portion of the construction and Resident Project Representation (RPR) services for the project.

This is a Federal Aid Project that is administered by the City under an agreement with the New York State Department of Transportation (NYSDOT).

Street improvements include street reconstruction, new sidewalks and curb ramps, bicycle accommodations, driveway aprons, receiving basins, water main, water services, hydrants, lighting, signals, signage, pavement markings, tree plantings, and other streetscape improvements.

Construction started in early 2021 with estimated substantial completion in fall 2022.

Respectfully submitted,

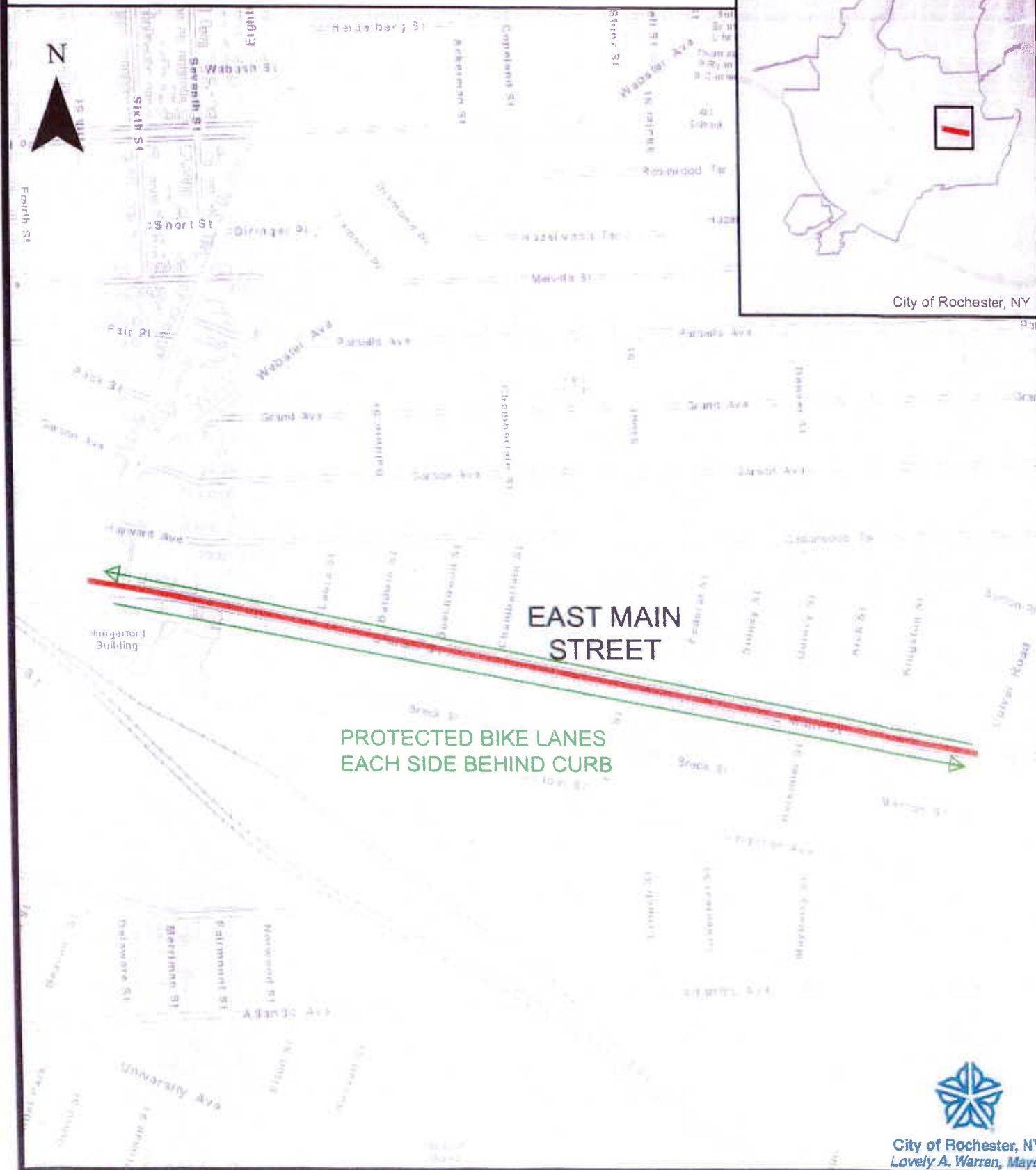
Lovely A. Warren  
Mayor





# EAST MAIN STREET RECONSTRUCTION

East Main Street - N Goodman St to Culver Rd





231

Ordinance No.

**Appropriating funds for the East Main Street Improvement Project (North Goodman Street to Culver Road)**

BE IT ORDAINED, by the Council of the City of Rochester as follows:

Section 1. The Council hereby authorizes the receipt and use of \$819,000 in anticipated reimbursements from the New York State Marchiselli Aid Program and appropriates that sum to fund a portion of the construction and resident project representation services for the East Main Street Improvement Project (North Goodman Street to Culver Road).

Section 2. This ordinance shall take effect immediately.





## City of Rochester

City Hall Room 308A, 30 Church Street  
Rochester, New York 14614-1290  
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## PARKS & PUBLIC WORKS INTRODUCTORY NO.

232

Lovely A. Warren  
Mayor

DES32

May 20, 2021

TO THE COUNCIL

Ladies and Gentlemen:

Re: Agreement – County of Monroe, Operation and  
Maintenance of Rectangular Rapid Flashing Beacons  
on City Streets

Comprehensive Plan 2034 Initiative Area:  
Sustaining Green and Active Systems

Transmitted herewith for your approval is legislation that authorizes an inter-municipal agreement with the County of Monroe (the County) to operate and maintain Rectangular Rapid Flashing Beacons (RRFBs) located within the City of Rochester.

RRFBs are traffic control devices consisting of high-intensity LED lights that warn motorists that a pedestrian is in or entering a crosswalk in order to enhance pedestrian safety and increase compliance with Yield to Pedestrian laws. RRFBs will be installed at roughly 20 locations around the City in the coming year. The County has agreed to operate and maintain the RRFBs in return for an estimated annual compensation not to exceed \$30,000.

The maximum \$30,000 cost of the agreement for the first year will be funded from the 2021-22 budget of the Department of Environmental Services (DES) with subsequent years' compensation funded from future budgets of DES, contingent upon the approval of the future years' budgets.

The term of the agreement will be five (5) years with the option to renew for up to five (5) additional five-year periods if both parties agree.

Respectfully submitted,

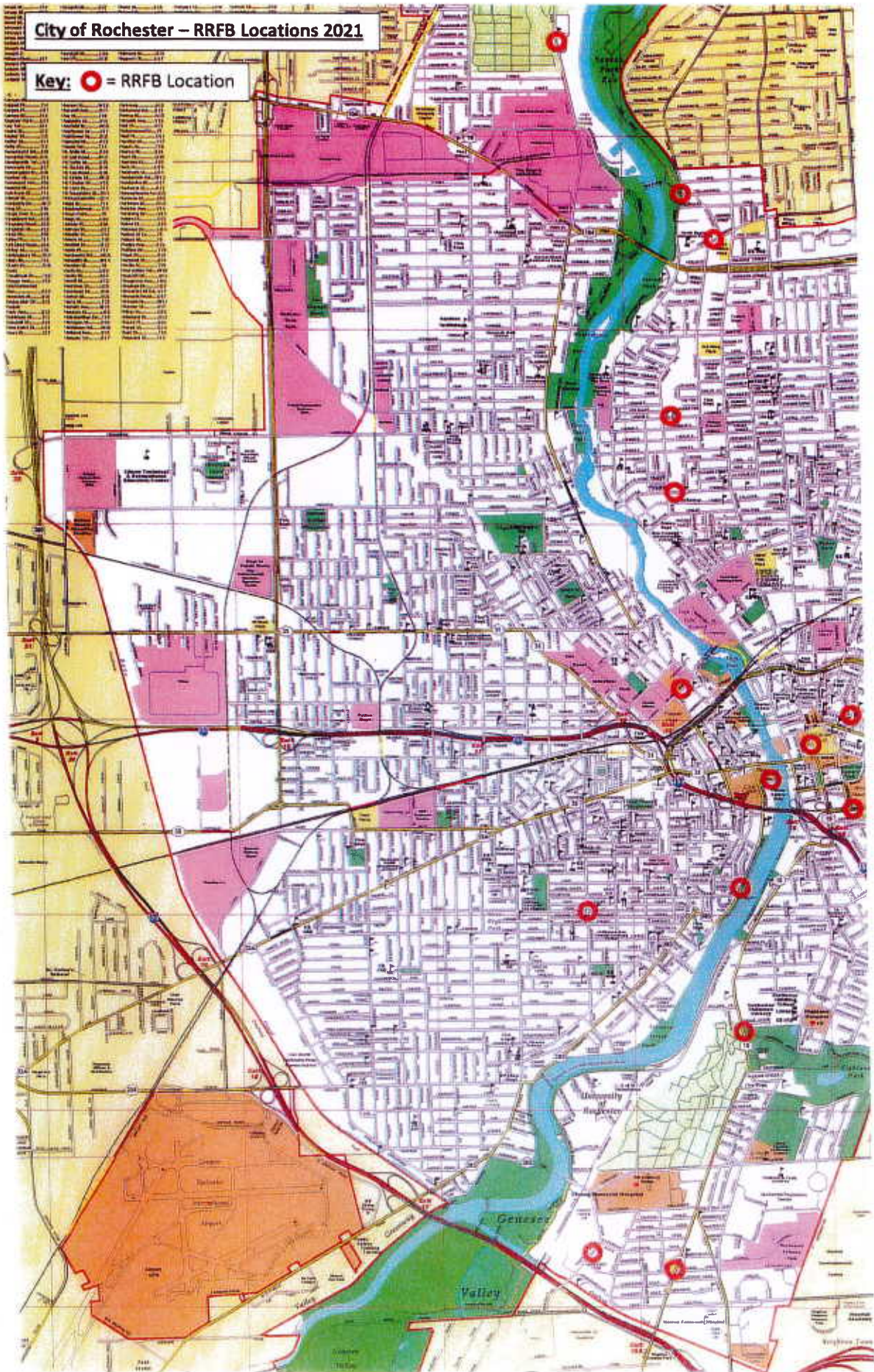
Lovely A. Warren  
Mayor






City of Rochester – RRFB Locations 2021

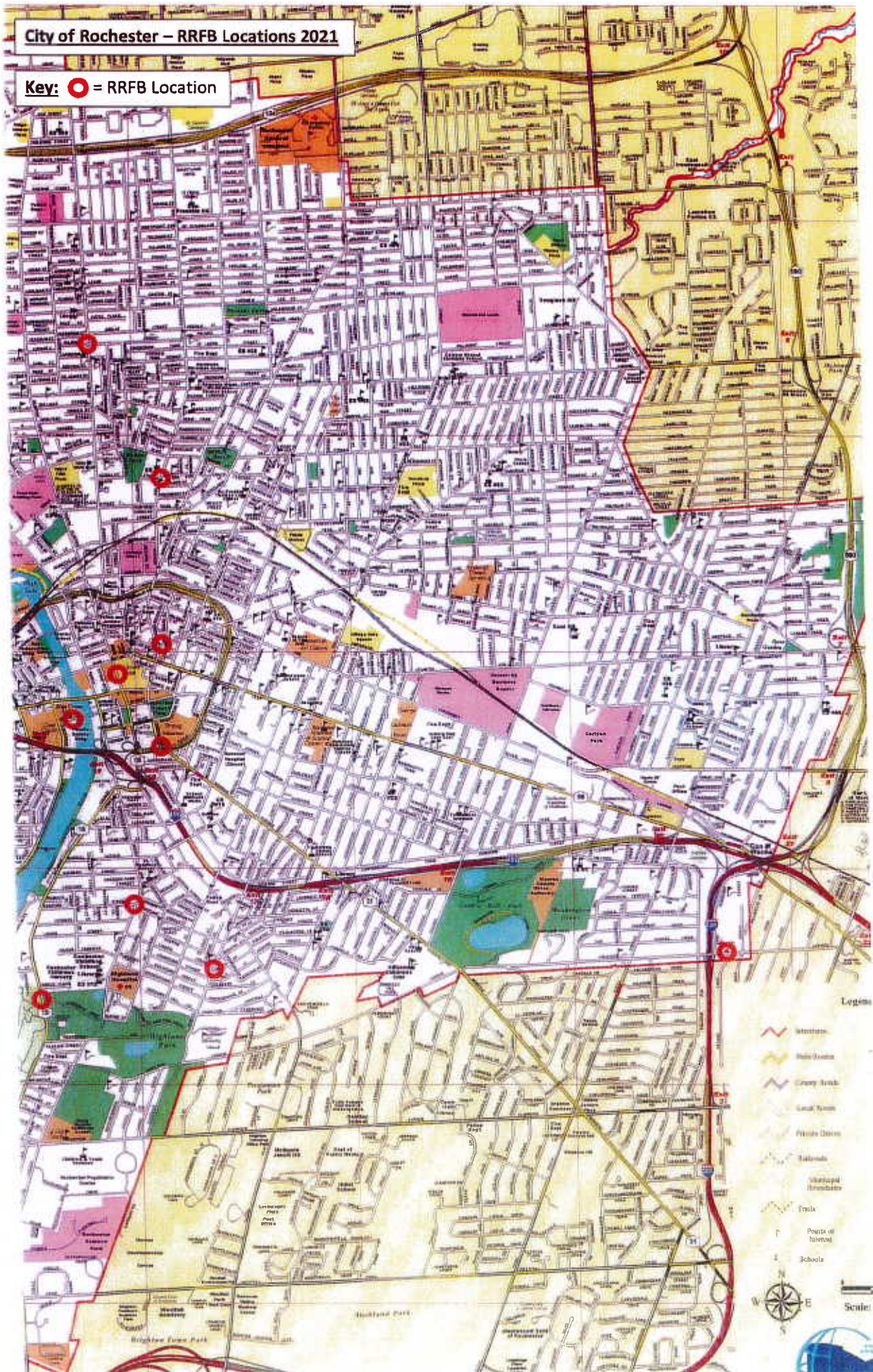
Key:  = RRFB Location





# City of Rochester – RRFB Locations 2021

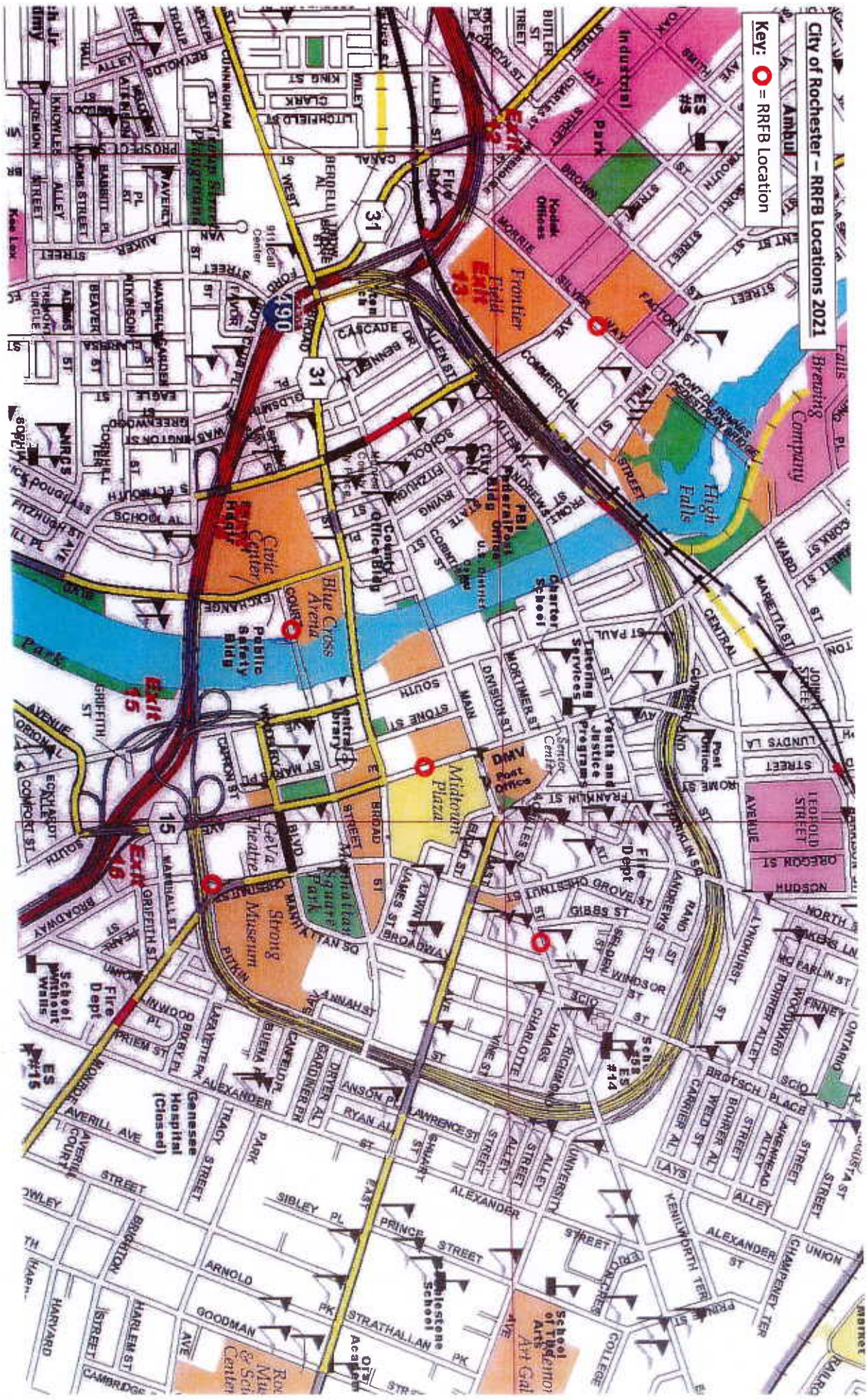
Key:  = RRFB Location





City of Rochester – RFRB Locations 2021

Key: ○ = RFRB Location





**Authorizing an intermunicipal agreement to operate and maintain Rectangular Rapid Flashing Beacons**

BE IT ORDAINED, by the Council of the City of Rochester as follows:

Section 1. The Mayor is hereby authorized to enter into an intermunicipal agreement with the County of Monroe to operate and maintain Rectangular Rapid Flashing Beacon pedestrian protection devices located in the City. The term of the agreement shall be five years with the option to renew for up to five additional 5-year periods. The maximum annual compensation for the agreement shall be \$30,000, which shall be funded from the 2021-22 Budget of the Department of Environmental Services (DES) for the first year and from subsequent budgets of DES for subsequent years, contingent upon approval of said budgets.

Section 2. The agreement shall contain such additional terms and conditions as the Mayor deems to be appropriate.

Section 3. This ordinance shall take effect immediately.





## City of Rochester

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## PARKS & PUBLIC WORKS INTRODUCTORY NO.

Lovely A. Warren  
Mayor

233

DES33

May 20, 2021

TO THE COUNCIL

Ladies and Gentlemen:

Re: Appropriation – Community Development Block Grant, Infrastructure and Playground Improvements – Troup, Edgerton, & Maplewood Playgrounds

Council Priority: Creating and Sustaining a Culture of Vibrancy

Comprehensive Plan 2034 Initiative Area:  
Sustaining Green and Active System

Transmitted herewith for your approval is legislation related to the appropriation of Community Development Block Grant (CDBG) funds for playground improvements. This legislation will:

1. Authorize the appropriation of \$1,050,000 of 2020-21 Community Development Block Grant (CDBG) funds from the Department of Recreation and Human Services (DRHS), formerly known as the Department of Recreation and Youth Services (DRYS), Infrastructure – Play Apparatus allocation of the General Community Needs Fund of the Community Development Plan for infrastructure and playground improvements and related RPR services at various locations including, but not limited to, Troup playground, Edgerton playground and Maplewood playground; and,
2. Establish \$110,000 as maximum compensation for a professional services agreement with Environmental Design & Research, Landscape Architecture, Engineering & Environmental Services, DPC, (JoAnne C. Gagliano, CEO, 217 Montgomery Street, Syracuse, NY) for design, bid and award, and construction phase design services for Maplewood Playground. The agreement will be funded with CDBG funds appropriated herein.

The anticipated work at the playgrounds is outlined below:

Site	Proposed Improvements
Troup Street Playground	Safety surface replacement
Edgerton Playground	Safety surface replacement
Maplewood Playground	New playground

Safety surface replacement at Troup and Edgerton playgrounds is being designed in-house and anticipated to begin in summer 2021.

EDR was selected to provide design services for the Maplewood Playground through a request for proposal process, which is described in the attached summary.

Design services are anticipated to begin in summer 2021. Construction is anticipated to begin in spring 2022. The CDBG funds issued herein will result in the creation and/or retention of the equivalent of 11.4 full-time jobs.





The agreement shall extend until three (3) months after completion of a two-year guarantee inspection of the project.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Lovely A. Warren". The signature is written in a cursive, flowing style.

Lovely A. Warren  
Mayor



## Vendor / Consultant Selection Process Summary

**Department:** ENVIRONMENTAL SERVICES

**Project / Service Title:** MAPLEWOOD PARK PLAYGROUND IMPROVEMENTS

**Consultant(s) Selected:**

EDR

**Method of selection:** ☒ Request for Proposal [*Complete 1-7*]  
☐ Request for Qualifications [*Complete 1-7*]  
☐ From the NY State Department of Transportation list of pre-approved regional engineering firms [*Complete 4-7*]

1. **Date RFP / RFQ issued** (and posted on City web site): MARCH 15, 2021

2. **The RFP / RFQ was also sent directly to:**

BERGMANN ARCHITECTS, ENGINEERS, & PLANNERS	ROCHESTER, 14604
C&S COMPANIES	ROCHESTER, 14614
CLARK PATTERSON LEE	ROCHESTER, 14604
HUNT EAS	ROCHESTER, 14614
LABELLA ASSOCIATE DPC	ROCHESTER, 14614
MLA (McCORD LANDSCAPE ARCHITECTURE)	PENFIELD, 14526
MRB GROUP ENGINEERS	ROCHESTER, 14620
PASSERO ASSOCIATES P.C.	ROCHESTER, 14614
POPLI DESIGN GROUP	PENFIELD, 14526
STANTEC CONSULTING SERVICES INC.	ROCHESTER, 14614
T.Y.LIN INTERNATIONAL	ROCHESTER, 14604
WENDEL COMPANIES	ROCHESTER, 14608
SWBR	ROCHESTER, 14608
EDR	ROCHESTER, 14607



**3. Proposals were received from**

FIRM

EDR

SWBR

SUE STEELE LANDSCAPE ARCHITECTURE

HUNT EAS

LABELLA ASSOCIATES DPC

City/ST

ROCHESTER, 14607

ROCHESTER, 14608

FAIRPORT, 14450

ROCHESTER, 14614

ROCHESTER, 14614

**4. Evaluation criteria**

EDR

<u>Criteria</u>	<u>Weighting Points possible</u>	<u>Points received by FIRM</u>
<i>Firm/Team Qualifications</i>	60	
<i>Technical Proposal</i>	40	
SUBTOTAL (TT)	100	92.0
<u>Bonus Points</u>		
City business: 10% of total	10 x TT	10.0
Prime is an MWBE: 10% of total	10 x TT	10.0
MWBE sub is 10-20% of work		5.0
BONUS POINTS SUBTOTAL (BP)		<u>25.0</u>
TOTAL POINTS RECEIVED by the Firm: TT + BP =		<u>117.0</u>

**5. Review team included staff from: DES (2), DRHS (2)**

**6. Additional considerations/explanation:** Firm was selected based on overall expertise shown in the proposal.

**7. MWBE Officer has reviewed the recommended firms proposal for MWBE and Workforce goals.**

MWBE Officer Initials:

*amm*

Date:

*5/3/2021*



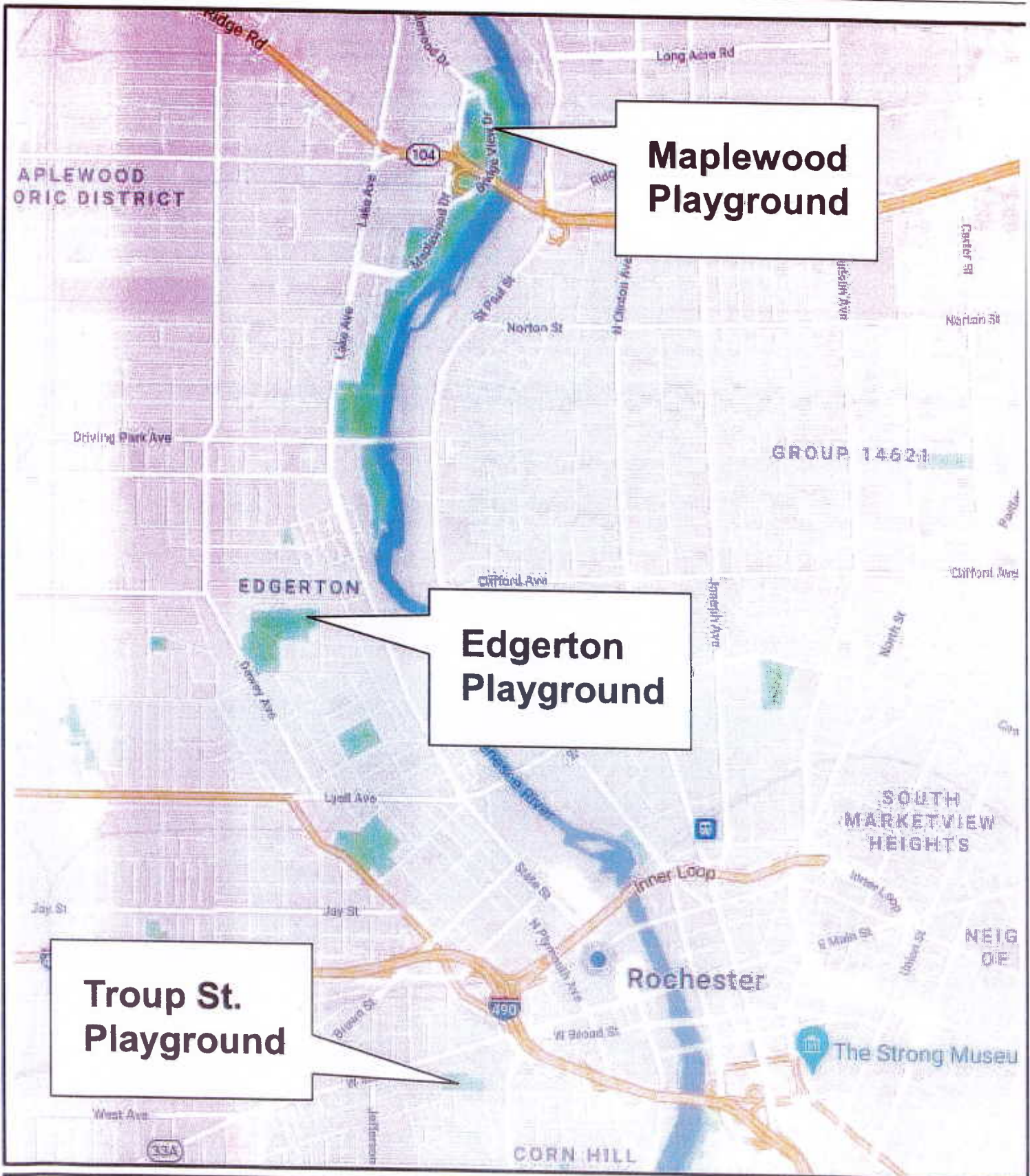


## MAPLEWOOD PLAYGROUND CONTEXT MAP



Map Not To Scale





# CDBG INFRASTRUCTURE & PLAYGROUND IMPROVEMENTS

## Project Location Map



Map Not To Scale



233

Ordinance No.

**Appropriating funds and authorizing agreement for infrastructure and playground improvements for the Troup Street, Edgerton and Maplewood playgrounds**

BE IT ORDAINED, by the Council of the City of Rochester as follows:

Section 1. The sum of \$1,050,000 is hereby appropriated from the DRYS Play Apparatus allocation of the 2020-21 Annual Action Plan to fund infrastructure and playground improvements at various locations including but not limited to the Troup Street Playground, the Edgerton Playground and the Maplewood Playground.

Section 2. The Mayor is hereby authorized to enter into a professional services agreement with Environmental Design & Research, Landscape Architecture, Engineering & Environmental Services, D.P.C. in the maximum amount of \$110,000 to provide design, bid and award, and construction phase design services for the Maplewood Playground (the Project). The term of the agreement shall continue until 3 months after completion of a two-year guarantee inspection of the Project. The agreement shall be funded from the funds appropriated in Section 1 herein.

Section 3. This ordinance shall take effect immediately.





## City of Rochester

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## PARKS & PUBLIC WORKS INTRODUCTORY NO.

Lovely A. Warren  
Mayor

234

DES35

May 20, 2021

TO THE COUNCIL

Ladies and Gentlemen:

Re: Agreement – Genesee Transportation Council,  
Active Transportation Master Plan

Council Priority: Creating and Sustaining a Culture of  
Vibrancy

Comprehensive Plan 2034 Initiative Area:  
Sustaining Green and Active Systems

Transmitted herewith for your approval is legislation establishing \$30,000 as maximum compensation for an agreement with the Genesee Transportation Council (GTC) for participation in the Active Transportation Master Plan project. The cost of the agreement will be financed with \$15,000 from the 2021-22 budget of the Mayor's Office and \$15,000 from the 2022-23 budget of the Department of Environmental Services, contingent upon approval.

Building on the successes of *Rochester 2034* and the *Comprehensive Access and Mobility Plan*, the Active Transportation Master Plan will provide the detailed guidance requested in these high level plans for building out a safe, comfortable, and connected bicycling and walking network, including the first full update of the 2011 *Rochester Bicycle Master Plan*. This will include detailed routes for bike lanes, cycle tracks, multi-use trails, and a wide range of pedestrian infrastructure. It will lay out specific actions for the City to take to create a safe, healthy, efficient, accessible, and equity-focused network for pedestrians and cyclists of all ages and abilities. The project will follow an extensive public engagement process to ensure that the plan meets the needs of all residents.

DES staff will manage the project while GTC staff will oversee contract administration.

The \$30,000 authorized herein will leverage \$150,000 in Federal transportation planning funds administered by GTC to complete the overall project funding.

The project is expected to be completed by spring 2023. The agreement will result in the creation and/or retention of the equivalent of 0.3 full-time jobs.

The term of the agreement shall extend until three (3) months after completion of the project.

Respectfully submitted,

Lovely A. Warren  
Mayor





234

Ordinance No.

**Authorizing an agreement for the Active Transportation Master Plan project**

BE IT ORDAINED, by the Council of the City of Rochester as follows:

Section 1. The Mayor is hereby authorized to enter into a professional services agreement with the Genesee Transportation Council to participate in and oversee contract administration for the Active Transportation Master Plan project. The maximum compensation shall be \$30,000, which shall be funded by \$15,000 from the 2021-22 Budget of the Mayor's Office and \$15,000 from the 2022-23 Budget of the Department of Environmental Services, contingent upon approval of said budgets. The term of the agreement shall extend until three months after completion of the project.

Section 2. The agreement shall contain such additional terms and conditions as the Mayor deems to be appropriate.

Section 3. This ordinance shall take effect immediately.





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## PARKS & PUBLIC WORKS INTRODUCTORY NO.

235

Lovely A. Warren  
Mayor

DES36

May 20, 2021

TO THE COUNCIL

Ladies and Gentlemen:

Re: Technical Amendment – Waring Road  
Improvement Project (Culver Road to Norton Street)

Council Priority: Jobs and Economic Development

Comprehensive Plan 2034 Initiative Area:  
Sustaining Green & Active Systems

Transmitted herewith for your approval is legislation correcting Resolution No. 2021-14 relating to the Waring Road Improvement Project (the Project). This legislation corrects typographical errors in the references to prior ordinances that appropriated funds to the Project. These corrections do not alter the actual intended funding sources and amounts for the Project. All other terms and conditions approved in Resolution No. 2021-14 remain the same.

Respectfully submitted,

Lovely A. Warren  
Mayor





235

Ordinance No.

**Resolution amending Resolution No. 2021-14 relating to the Waring Road Improvement Project**

BE IT ORDAINED, by the Council of the City of Rochester as follows:

Section 1. Resolution No. 2021-14, entitled "Resolution authorizing the implementation and funding in the first instance of 100% of the federal-aid and State 'Marchiselli' Program-aid eligible costs, of a transportation federal-aid project, and appropriating funds therefor relating to the Waring Road from Culver Road to Norton Street improvement project," is hereby amended in the sixth paragraph thereof to read as follows:

THAT the sum of \$9,264,870.12 appropriated pursuant to Ordinance No. 2010-258 (\$393,000), Ordinance No. 2011-282 (\$238,314.29), Ordinance No. 2014-143 (\$1,500), Ordinance No. 2020-361 (\$275,000), Ordinance No. ~~2021-120~~ 2021-119 (\$4,964,585), Ordinance No. ~~2021-121~~ 2021-120 (\$1,814,470.83) and Ordinance No. ~~2021-122~~ 2021-121 (\$1,578,000) are made available to cover the cost of participation in the above described phases of the Project;

Section 2. This ordinance shall take effect immediately.

Strikeout indicates deleted text, new text is underlined





## City of Rochester

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## PUBLIC SAFETY, RECREATION, & HUMAN SERVICES INTRODUCTORY NO.

236

Lovely A. Warren  
Mayor

May 20, 2021

DRHS 37

TO THE COUNCIL

Ladies and Gentlemen:

Re: Inter-Municipal Agreement - Joint Facility Use  
Rochester City School District and R-Center facilities

Council Priority: Support the Creation of Effective  
Educational Systems

Comprehensive Plan 2034 Initiative Area:  
Reinforcing Strong Neighborhoods

Transmitted herewith for your approval is legislation authorizing an agreement with the Rochester City School District for joint use and maintenance of the co-located Adams Street R-Center/Nathaniel Rochester Middle School, Flint Street R-Center/School No. 19, Frederick Douglass R-Center/School No. 12, and Trenton and Pamela Jackson R-Center/School No. 9 facilities.

These facilities were constructed more than 40 years ago for joint or shared use by the City and District, and cooperative agreements providing for such use have since been in place. The most recent agreement for the use of Adams Street R-Center/Nathaniel Rochester Middle School, Flint Street R-Center/School No. 19, the Frederick Douglass R-Center/School No. 12, and the Trenton and Pamela Jackson R-Center/School No. 9 was authorized by City Council Ordinance No. 2021-29 in February 2021 and approved by the District Board of Education Resolution No. 2020-21: 635.

The proposed agreement will continue to specify the rights and responsibilities of each party for each of the following:

1. Hourly space utilization and fee structure
2. Supervision responsibilities
3. Maintenance and custodial responsibilities
4. Equipment use, repair and replacement
5. Sharing of utility costs
6. Liability and indemnification responsibilities

The proposed agreement will begin July 1, 2021 and have an initial term of one year with provision for renewal for four additional one-year terms.

Respectfully submitted,

Lovely A. Warren  
Mayor





236

Ordinance No.

**Authorizing an agreement with the City School District for the joint use and maintenance of facilities**

BE IT ORDAINED, by the Council of the City of Rochester as follows:

Section 1. The Mayor is hereby authorized to enter into an agreement with the Rochester City School District (RCSD) for the joint use and maintenance of the following four facilities (the Facilities):

Adams Street R-Center/Nathaniel Rochester Middle School;  
Flint Street R-Center/School No. 19;  
Frederick Douglass R-Center/School No. 12; and  
Trenton and Pamela Jackson R-Center/School No. 9.

The agreement shall specify the rights and responsibilities of each party, including with regard to: the hourly space utilization and fee structure; supervision responsibilities; maintenance and custodial responsibilities; equipment use, repair and replacement; the sharing of utility costs; and liability and indemnification responsibilities. The term of the agreement shall be for one year commencing on July 1, 2021, with the option to extend for up to 4 additional one-year terms.

Section 2. The agreement shall contain such additional terms and conditions as the Mayor deems to be appropriate.

Section 3. This ordinance shall take effect immediately.





# City of Rochester

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## PUBLIC SAFETY, RECREATION, & HUMAN SERVICES INTRODUCTORY NO.

237

Lovely A. Warren  
Mayor

May 20, 2021 DRHS 38

TO THE COUNCIL

Ladies and Gentlemen:

Re: Summer Food Service Program

Council Priority: Support the Creation of Effective  
Educational Systems

Comprehensive Plan 2034 Initiative Area:  
Reinforcing Strong Neighborhoods

Transmitted herewith for your approval is legislation related to the 2021 Summer Food Service Program. This legislation will:

1. Authorize a grant agreement with the New York State Department of Education for the receipt and use of **\$448,288** in anticipated reimbursements for the 2021 Summer Food Service Program (SFSP) operated by the City of Rochester. The funds will be used for the procurement and delivery of meals, the salaries of City summer staff consisting of one coordinator, three monitors, and a clerk; refuse pickup; mileage; outreach; and supplies.
2. Establish **\$300,000** as maximum compensation for an agreement with the Rochester City School District (District) for the preparation and delivery of breakfasts and lunches. The term of the agreement will not exceed one year and the cost of the agreement will be funded by 2021-22 Budget of Department of Recreation and Human Services (DRHS) and the grant funds authorized herein.

SFSP provides free breakfast and lunch to city children aged 18 and under. The program is administered by the City and reimbursed by the State Education Department, using federal funding. This year, the City's SFSP will operate from July 6, 2021 through August 27, 2021 and meals will be served at R-Centers, camps, and special programs.

The federal reimbursement rates and projected numbers of meals for this year are as follows:

	<u>Meals</u>	<u>Rate per Meal</u>	<u>Reimbursement</u>
Breakfast	67,260	\$2.415	\$162,433
Lunch	67,260	\$4.25	<b>\$285,855</b>
			<b>\$448,288</b>

The City will also work with Foodlink Inc. as a sponsor to provide dinner, snack and weekend meals to youth throughout the City of Rochester. The City's R-Center sites will distribute tens of thousands of meals in partnership with Foodlink, including meal packs that provide youth with healthy food during the weekend when 'grab and go' sites are closed. In addition to the City's Summer Meals program. The City continues to partner with the Summer Meals Collaborative to promote the program and increase the number of meals served each year.

The 2020 program was authorized via City Council Ordinance No. 2020-205.

Respectfully submitted,

*Lovely A. Warren*

Lovely A. Warren  
Mayor





237

Ordinance No.

**Authorizing funding and agreements for the 2021 Summer Food Service Program**

BE IT ORDAINED, by the Council of the City of Rochester as follows:

Section 1. The Mayor is hereby authorized to enter into an agreement with the New York State Department of Education for the receipt and use of anticipated reimbursements in the amount of \$448,288 for the 2021 Summer Food Service Program (Program).

Section 2. The Mayor is hereby authorized to enter into a professional services agreement with the Rochester City School District for the preparation and delivery of meals for the Program. The maximum compensation for the agreement shall be \$300,000, which shall be funded by the 2021-22 Budget of the Department of Recreation and Human Services, contingent upon approval.

Section 3. The term of each agreement shall not exceed one year.

Section 4. The agreements shall contain such additional terms and conditions as the Mayor deems to be appropriate.

Section 5. This ordinance shall take effect immediately.





## City of Rochester

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PUBLIC SAFETY,  
RECREATION, &  
HUMAN SERVICES  
INTRODUCTORY NO.

238

Lovely A. Warren  
Mayor

May 20, 2021 DRHS 39

TO THE COUNCIL

Ladies and Gentlemen:

Re: Agreement - Rochester Public Market Master  
and Management Plan

Council Priority: Creating and Sustaining a Culture of  
Vibrancy

Comprehensive Plan 2034 Initiative Area: Fostering  
Prosperity and Opportunity; Reinforcing Strong  
Neighborhoods

Transmitted herewith for your approval is legislation authorizing maximum total compensation of \$198,000 for a Professional Services Agreement with PLAN Architectural Studio (Chris Lopez and Mark Pandolf, Rochester, NY) to develop a new Rochester Public Market Master Plan and Management Plan. The Plan will guide continued development, management, and operations at Rochester Public Market over the next 10-15 years. The Plan will include two main components:

- A. A master plan that looks at land use, transportation, buildings, capital needs, place-making, etc. and explores how to build on the Market's unique niche as a food anchor while also diversifying it as a retail destination, small business incubator, and cultural/entertainment district, and further integrating it with adjacent neighborhoods in support of their community development and revitalization goals; and
- B. A management plan that looks at current management, operations, finances, programming, staffing, etc. Examines regional and national trends and best practices, and makes recommendations for best management practices that work towards achieving Market and community goals.

The term of the agreement will be 18 months. Funds for this agreement are included in the 2020-21 Budget of Undistributed Expenses.

The most recent Public Market Master Plan was completed in 2012. The majority of the projects/initiatives recommended have now been completed or are underway. Additionally, since 2012, several other City plans have been completed which contain initiatives related to the Market District including the Comprehensive Plan 2034 which includes a number of strategies related to the Market and the surrounding neighborhood.

PLAN Architectural Studio was selected through a request for proposals process described in the attached summary.

Respectfully submitted,

Lovely A. Warren





## Vendor / Consultant Selection Process Summary

**Department:** DRHS  
**Project Title:** Rochester Public Market Master Plan and Management Plan

**Consultant Selected:**

**Method of selection:**   X   Request for Proposal [Complete 1-7]

1. **Date RFP / RFQ issued:** April 7, 2021

2. **The RFP / RFQ was also sent directly to:**

Over 175 Engineering, Architectural and Planning firms and distributed to the data bases of the Farmers Market Federation of NY, The National Association of Produce Market Managers, Project for Public Spaces and the USDA.

3. **Proposals were received from**

<u>FIRM</u>	<u>City/ST</u>
SWBR	Rochester, NY
M & S Market Masters	NY, NY
Enberg Anderson Architects	Milwaukee, Wi.
CJS, LLC, Project Solutions	Rochester, NY
PLAN	Rochester, NY

4. **Evaluation criteria**

<u>Criteria</u>	<u>Points possible</u>	<u>Points received by FIRM</u>
Quality of Proposal	3.5	2.8
Value	2.5	1.6
Experience	2.0	1.6
References	2.0	1.3

**SUBTOTAL 7.3**

Bonus Points

City business: 10% of total	1
Prime is an MWBE: 10% of total	
Prime uses 10% - 20% MWBE subs	0.5
Prime uses 20%+ MWBE subs	
Workforce goals for M & W met	1

**BONUS POINTS SUBTOTAL 2.5**

**TOTAL 9.5**

5. **Review team included staff from:** NBD 1, DRHS/Public Market 1, DRHS/COMM OFF 1, PLANNING OFFICE 1, DES ARCH SERVICES 1

6. **Additional considerations/explanations** [if applicable; e.g. interviews; demonstrations]  
Conducted interviews with three of the firms.

7. **MWBE Officer has reviewed the recommended firm's proposal for MWBE and Workforce goals.** MWBE Officer Initials:   JMM   Date:   5/11/2021



Ordinance No.

**Authorizing an agreement for a Rochester Public Market Master Plan and Management Plan**

BE IT ORDAINED, by the Council of the City of Rochester as follows:

Section 1. The Mayor is hereby authorized to enter into a professional services agreement with PLAN Architectural Studio P.C. to develop a Rochester Public Market Master Plan and Management Plan. The maximum compensation shall be \$198,000, which shall be funded from the 2020-21 Budget of Undistributed Expenses. The term of the agreement shall be 18 months.

Section 2. The agreement shall contain such additional terms and conditions as the Mayor deems to be appropriate.

Section 3. This ordinance shall take effect immediately.





## City of Rochester

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PUBLIC SAFETY,  
RECREATION, &  
HUMAN SERVICES  
INTRODUCTORY NO.

Lovely A. Warren  
Mayor

239

May 20, 2021

DRHS 40

TO THE COUNCIL

Ladies and Gentlemen:

Re: 2021-22 Annual Action Plan/Community  
Development Plan – International Plaza – IBERO-  
American Development Corporation

Council Priority: Creating and Sustaining a Culture of  
Vibrancy

Comprehensive Plan 2034 Initiative Area: Fostering  
Prosperity & Opportunity

Transmitted herewith for your approval is legislation related to the activation and operation of the International Plaza event space and marketplace described in the 2021-22 Annual Action Plan. This legislation will:

1. Appropriate \$46,000 of Community Development Block Grant funds from the 2021-22 Annual Action Plan, International Plaza allocation, for services related to the engagement, operation, and activation of the International Plaza; and
2. Establish \$61,000 as maximum compensation for an agreement with the IBERO-American Development Corporation (IBERO) (Eugenio Marlin, Rochester, NY) which will be used to fund a full-time position and the delivery of culturally appropriate entertainment, art, and community events at the International Plaza project site. The term of the agreement will be from July 1, 2021 through June 30, 2022 and the cost of the agreement will be funded from the appropriation made herein and \$15,000 from the 2021-22 Budget of the Department of Recreation and Human Services (DRHS).

The International Plaza provides a community gathering space to build on the tremendous arts and cultural assets of the surrounding neighborhood and a market where entrepreneurs and/or existing businesses can locate and sell their products and services in a flexible environment that is envisioned to become an incubator for neighborhood economic development. The International Plaza is operated by DRHS staff in the Public Market Division with on-site assistance from IBERO.

IBERO was chosen for this agreement based on their long history of community involvement and advocacy in the Northeast Rochester area and their leadership through Project Hope and other initiatives in creating a vision for the area including the International Plaza. The position funded in this item, will be housed at IBERO and have primary responsibility for the day to day operation and activation of the site. A full justification for not issuing a request for proposals is attached.

Respectfully submitted,

Lovely A. Warren





## NO RFP JUSTIFICATION STATEMENT

### Awarding a Professional Services Agreement Without a Request for Proposals

The Procurement of Professional Services Policy (Ord. No. 2012-318) requires an RFP to be issued under most circumstances. If it is determined that an RFP will not be issued, this form must be completed, signed by the Department Head, and kept on file (electronically or hard copy). It must also be submitted:

1. To City Council as an attachment to the transmittal letter for any PSA that exceeds \$10,000, and
2. To the contract record when entered in Munis.

**Department:** DRHS

**Services(s):** Operation and activation at the International Plaza

**Vendor/Consultant selected:**

IBERO American Development Corporation

**How was the vendor selected?**

IBERO is a Long-term partner, community facilitator and active proponent for the International Plaza project

#### Why was no RFP issued for this service?

IBERO has been one of the key proponents for the International Plaza project for over 20 years. They have worked with the community to develop and institute, on a trial basis, the vision for the site. They are investing millions in the neighborhood adjacent to the International Plaza site for housing and neighborhood improvements. They have a depth of knowledge of the community, a passion and commitment the project and the proven ability to perform the services outlined in the PSA.

#### Compensation Amount: \$61,000

Funding for position salary was benchmarked against entry-level positions in other area not-for profits. Activation funds must be utilized for compensation for performances and other costs associated with activating the site and be approved by the City

**The MWBE Officer has reviewed the proposed Agreement for MWBE and Workforce goals.**

MWBE Officer Initials: *LRM*

Date: *5/11/2021*

*Danielle Lynn Torres*  
Signature: \_\_\_\_\_

Department Head

*5/11/2021*  
Date: \_\_\_\_\_



239

Ordinance No.

**Appropriating funds and authorizing an agreement for the International Plaza**

BE IT ORDAINED, by the Council of the City of Rochester as follows:

Section 1. The sum of \$46,000 is hereby appropriated from the International Plaza allocation of the 2021-22 Annual Action Plan (Plan) to provide services related to the engagement, operation, and activation of the International Plaza, contingent upon approval of the Plan.

Section 2. The Mayor is hereby authorized to enter into a professional services agreement with IBERO-American Development Corporation in a maximum amount of \$61,000 to fund a full-time position and support entertainment, art, and community events at the International Plaza. The amount of said agreement, or so much thereof as may be necessary, shall be funded by \$46,000 from the appropriation in Section 1 herein and \$15,000 from the 2021-22 Budget of the Department of Recreation and Human Services, contingent upon approval. The term of the agreement shall be from July 1, 2021 through June 30, 2022.

Section 3. The agreement shall contain such additional terms and conditions as the Mayor deems to be appropriate.

Section 4. This ordinance shall take effect immediately.





## City of Rochester

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PUBLIC SAFETY,  
RECREATION, &  
HUMAN SERVICES  
INTRODUCTORY NO.

240

Lovely A. Warren  
Mayor

May 20, 2021

DRHS 41

TO THE COUNCIL

Ladies and Gentlemen:

Re: Agreement – Kimberly Johnson and Charles  
Murray dba Natural Life and Wellness

Council Priority: Creating and Sustaining a Culture of  
Vibrancy

Comprehensive Plan 2034 Initiative Area: Sustaining  
Green and Active Systems

Transmitted herewith for your approval is legislation authorizing maximum annual compensation of \$60,000 for an agreement with Kimberly Johnson and Charles Murray dba Natural Life and Wellness (Rochester, NY) for the boxing program at the Trenton & Pamela Jackson R-Center. The term of the agreement will be for one year with the option to renew for four additional one-year terms. The cost of the agreement will be funded by the 2021-22 Budget of the Department of Recreation and Human Services and future Budgets of DRHS, contingent upon approval.

The boxing program will be led by Charles "The Natural" Murray, and will provide exercise and physical fitness training in accordance with standard boxing training routines as well as provide mentoring and life skills workshops. Murray is a Rochester native and an accomplished amateur boxer, who was once a candidate for the 1988 U.S. Olympic Team. Murray fought professionally for 16 years, reigning as the International Boxing Federation's 140-pound king from 1993-94. His record was 44-9-0 with 26 knockouts. Today, he is a personal trainer working with professional boxers and youth athletes.

Since August 2020, the DRHS Boxing Demonstration Project had over 150 City of Rochester youth ages 8-18 participate. The program's emphasis on life skills and mentoring has reinvigorated the boxing culture and interest in the Northeast neighborhood.

The most recent Council action on this item was in February 2020 via Ordinance No. 2020-52.

Respectfully submitted,

Lovely A. Warren  
Mayor





## NO RFP JUSTIFICATION STATEMENT

### Awarding a Professional Services Agreement Without a Request for Proposals

The Procurement of Professional Services Policy (Ord. No. 2012-318) requires an RFP to be issued under most circumstances. If it is determined that an RFP will not be issued, this form must be completed, signed by the Department Head, and kept on file (electronically or hard copy). It must also be submitted:

1. To City Council as an attachment to the transmittal letter for any PSA that exceeds \$10,000, and
2. To the contract record when entered in Munis.

Department: **DRHS** Services(s): **Boxing Demonstration Project**

Vendor/Consultant selected: **Kimberly Johnson and Charles Murray dba Natural Life and Wellness**

How was the vendor selected? **Based on qualifications and expertise**

#### Why was no RFP issued for this service?

(Your rationale should include the following information when applicable)

- **Is there previous experience with the vendor? Describe why it is in the City's best interest to continue with them and not solicit others.**

Charles Murray is uniquely qualified to provide this service as a Rochester native and an accomplished amateur boxer, who was once a candidate for the 1988 U.S. Olympic Team. Murray fought professionally for 16 years, reigning as the IBF's 140-pound king from 1993-94. His record was 44-9-0 with 26 knockouts. Today, he's a personal trainer working with professional boxers and youth athletes and has the requisite expertise to provide this program in a community-based setting.

- **Are there unique or emergency circumstances? Describe how an RFP process would jeopardize the success of the project.**

The consultant is a well-known figure in the community and has name recognition that could raise the profile of the R-Center and youth boxing in Rochester as well as provide connections to regional and national resources.

- **Is the service specialized and unique? Is the number of qualified providers limited? Describe the Department's experience with and knowledge of the market and why an RFP would not produce additional qualified consultants.**

This service is specialized and unique. This consultant is accomplished in the sport of boxing and has previous experience working with young athletes.

- **Does the project include multi-year State or Federal funding? Explain why it is in the best interest of the project and the City to continue with the same consultant (e.g. where the design consultant on a project is retained for resident project representation services).**  
No, this project does not include multi-year State or federal funding.

Compensation Amount: **\$60,000**

How was this determined? Explain how it is a reasonable and best value for the City  
This was determined by negotiation and based on consultant boxing instructor rates.



The MWBE Officer has reviewed the proposed Agreement for MWBE and Workforce goals.

MWBE Officer Initials: JMM

Date: 5/11/2021

Daniel Lye Torres

5/11/21

Signature: Department Head

Date



240

Ordinance No.

**Authorizing an agreement for a boxing program**

BE IT ORDAINED, by the Council of the City of Rochester as follows:

Section 1. The Mayor is hereby authorized to enter into an agreement with Kimberly Johnson and Charles Murray dba Natural Life and Wellness to provide a boxing program consisting of boxing demonstrations, exercise, physical fitness training, and mentoring and life skills workshops at the Trenton & Pamela Jackson R-Center. The term of the agreement shall be one year, with the option to extend for up to four additional one-year periods. The maximum annual compensation shall be \$60,000, which shall be funded by the 2021-22 Budget of the Department of Recreation and Human Services (DRHS) for the initial term, and from future years' Budgets of DRHS for any optional extended terms, contingent upon approval of said budgets.

Section 2. The agreement shall contain such additional terms and conditions as the Mayor deems to be appropriate.

Section 3. This ordinance shall take effect immediately.





## City of Rochester

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PUBLIC SAFETY,  
RECREATION, &  
HUMAN SERVICES  
INTRODUCTORY NO.

Lovely A. Warren  
Mayor

241

May 20, 2021 POLICE 44

TO THE COUNCIL

Ladies and Gentlemen:

Re: Bond Authorization for the Purchase of  
30 Police Vehicles

Council Priority: Public Safety

Comprehensive Plan 2034 Initiative Area:  
Reinforcing Strong Neighborhoods

Transmitted herewith for your approval is legislation authorizing the issuance of \$1,300,000 in bonds to finance the purchase of 30 new marked Dodge Charger patrol vehicles to update the Police Department's fleet. The approximate unit price including equipment is \$43,333.

RPD has 41 vehicles that have over 100,000 miles, 115 vehicles that are more than 5 years old (2008-2015), and 58 vehicles that exceed an 80% threshold of the repair cost to purchase (estimating a purchase price of \$43,333). As a result, given the number of miles that patrol officers' log each year, and the wear and tear that those miles put on the patrol vehicle, the regular replacement of a certain number of vehicles each year is recommended to minimize long term costs of the vehicle's operation.

Respectfully submitted,

Lovely A. Warren  
Mayor





241

Ordinance No.

**Bond Ordinance of the City of Rochester, New York authorizing the issuance of \$1,300,000 Bonds of said City to finance the acquisition of thirty police patrol vehicles**

BE IT ORDAINED, by the Council of the City of Rochester as follows:

Section 1. The City of Rochester, in the County of Monroe, New York (herein called "City") is hereby authorized to finance the costs of purchasing and equipping thirty (30) new Dodge Charger patrol vehicles for the Rochester Police Department. The estimated maximum cost of said class of objects or purposes, including preliminary costs and costs incidental thereto and the financing thereof, is \$1,300,000 and said amount is hereby appropriated therefor. The plan of financing includes the issuance of \$1,300,000 bonds of the City to finance said appropriation and the levy and collection of taxes on all the taxable real property in the City to pay the principal of said bonds and the interest thereon as the same shall become due and payable.

Section 2. Bonds of the City in the principal amount of \$1,300,000 are hereby authorized to be issued pursuant to the Constitution and laws of the State of New York, including the provisions of the Local Finance Law, constituting Chapter 33-a of the Consolidated Laws of the State of New York (herein called the "Law"), this Ordinance, and other proceedings and determinations related thereto.

Section 3. The City intends to finance, on an interim basis, the costs or a portion of the costs of said improvements for which bonds are herein authorized, which costs are reasonably expected to be reimbursed with the proceeds of debt to be incurred by the City, pursuant to this Ordinance, in the amount of \$1,300,000. This Ordinance is a declaration of official intent adopted pursuant to the requirements of Treasury Regulation Section 1.150-2.

Section 4. The period of probable usefulness of said class of objects or purposes described in Section 1 of this Ordinance, within the limitations of 11.00 a. 29. of the Law, is five (5) years.

Section 5. Each of the bonds authorized by this Ordinance and any bond anticipation notes issued in anticipation of the sale of said bonds shall contain the recital of validity as prescribed by Section 52.00 of the Law and said bonds and any notes issued in anticipation of said bonds, shall be general obligations of the City, payable as to both principal and interest by an ad valorem tax upon all the taxable real property within the City without limitation as to rate or amount. The faith and credit of the City are hereby irrevocably pledged to the punctual payment of the principal of and interest on said bonds and any notes issued in anticipation of the



sale of said bonds and provision shall be made annually in the budget of the City by appropriation for (a) the amortization and redemption of the bonds and any notes in anticipation thereof to mature in such year and (b) the payment of interest to be due and payable in such year.

Section 6. Subject to the provisions of this Ordinance and of said Law, and pursuant to the provisions of Section 30.00 relative to the authorization of the issuance of bond anticipation notes or the renewals thereof, and of Sections 50.00, 56.00 to 60.00 and 168.00 of said Law, the powers and duties of the City Council relative to authorizing the issuance of any notes in anticipation of the sale of the bonds herein authorized, or the renewals thereof, and relative to providing for substantially level or declining debt service, prescribing the terms, form and contents and as to the sale and issuance of the bonds herein authorized, and of any notes issued in anticipation of the sale of said bonds or the renewals of said notes, as well as to executing agreements for credit enhancement, are hereby delegated to the Director of Finance, as the Chief Fiscal Officer of the City.

Section 7. The validity of the bonds authorized by this Ordinance and of any notes issued in anticipation of the sale of said bonds may be contested only if:

(a) such obligations are authorized for an object or purpose for which the City is not authorized to expend money, or

(b) the provisions of law which should be complied with at the date of the publication of such Ordinance are not substantially complied with, and an action, suit or proceeding contesting such validity, is commenced within twenty (20) days after the date of such publication, or

(c) such obligations are authorized in violation of the provisions of the Constitution.

Section 8. This Ordinance shall take effect immediately, and the City Clerk is hereby authorized and directed to publish a summary of the foregoing Ordinance, together with a Notice attached in substantially the form prescribed by Section 81.00 of the Law in "The Daily Record," a newspaper published in Rochester, New York, having a general circulation in the City and hereby designated the official newspaper of said City for such publication.





## City of Rochester

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PUBLIC SAFETY,  
RECREATION, &  
HUMAN SERVICES  
INTRODUCTORY NO.

242

Lovely A.  
Warren  
Mayor

May 20, 2021

TO THE COUNCIL

Ladies and Gentlemen:

Re: Agreement – Protectives, Inc., of Roch, N.Y.  
Council Priority: Public Safety

Comprehensive Plan 2034 Initiative Area: Reinforcing  
Strong Neighborhoods

Transmitted herewith for your approval is legislation authorizing an agreement with Protectives, Inc., of Rochester, N.Y. for the continued provision of auxiliary services to the Fire Department. The most recent agreement, authorized via Ordinance No. 2018-207, expires June 30, 2021. This agreement includes provision for use of certain City facilities, medical services and financial support.

The Rochester Protectives, Inc., established in 1858, is a volunteer firefighter assistance organization that works with the Rochester Fire Department. Its mission is to provide both fire and non-fire salvage services to city residents at emergency incidents. The Protectives provide assistance to the Rochester Fire Department and protect private property of citizens from unnecessary damage by performing the following activities:

- Covering or removing property
- Recovering family valuables
- Providing ventilation through the use of smoke-ejecting fans
- Set-up of emergency scene lighting
- Pumping water from flooded buildings
- Securing broken windows and doors

Over 20,000 hours of services are provided annually by approximately 35 active members who each volunteer a minimum of twelve hours per week. The Fire Department provides 5,600 square feet of space within the Chestnut Street Firehouse facility for office, storage and bunking purposes, and a truck and driver to transport equipment.

To ensure the health and safety of emergency responders, the Fire Department will provide annual Hepatitis B vaccination and annual physicals to the Protectives members who use breathing apparatus at the fire scene. Similar vaccinations and annual physicals are currently provided by the City to other emergency personnel as required under state and federal regulations.

City funds support the operating and administrative costs of the program, including but not limited to: facility maintenance, administrative services, office supplies, and accident and sickness insurance. The contract term will be for three (3) years with annual maximum amounts of \$58,000, \$59,000 and \$60,000 funded from the FY2021-22 budget and subsequent budgets of the Fire Department, contingent upon approval.

Respectfully submitted,

Lovely A. Warren  
Mayor



242

Ordinance No.

**Authorizing an agreement with Protectives, Inc., of Rochester, N.Y. for auxiliary services**

BE IT ORDAINED, by the Council of the City of Rochester as follows:

Section 1. The Mayor is hereby authorized to enter into an agreement with Protectives, Inc., of Rochester, N.Y. (Protectives) to provide property protection, salvage and related services to the Rochester Fire Department. The term of the agreement shall be three years. The maximum compensation shall be \$58,000 for the first year, \$59,000 for the second year, and \$60,000 for the third year. The City shall also pay the costs of physical examinations and hepatitis B vaccinations for Protectives members. Said compensation and costs shall be funded from the 2021-22 Budget of the Fire Department for the first year, and from future years' Budgets of the Fire Department for the second and third years, contingent upon approval of said budgets.

Section 2. The agreement shall contain such additional terms and conditions as the Mayor deems to be appropriate.

Section 3. This ordinance shall take effect immediately.





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### PUBLIC SAFETY, RECREATION, & HUMAN SERVICES INTRODUCTORY NO.

243

Lovely A. Warren  
Mayor

May 20, 2021 POLICE 50

TO THE COUNCIL

Ladies and Gentlemen:

Re: Budget Amendment – 2020-21 Budget of  
the Police Department

Council Priority: Public Safety

Comprehensive Plan 2034 Initiative Area:  
Reinforcing Strong Neighborhoods

Transmitted herewith for your approval is legislation amending the 2020-21 Budget of the Police Department by \$85,100 and Undistributed by \$28,000 to reflect the reallocation of funds from the Department of Justice Coronavirus Emergency Supplemental Funding Program grant, authorized in Ordinance No. 2020-234 and appropriated in the Special Revenue Fund designated for this purpose.

The original purpose of these funds was to purchase supplies related to preparing for, preventing, and responding to the coronavirus. However, the expenses for supplies was over-estimated and the need to staff COVID vaccination and testing sites was under-estimated. Therefore, these funds are being reallocated to overtime and fringe for staffing to cover expenses already incurred at these COVID related events.

Respectfully submitted,

Lovely A. Warren  
Mayor





243

Ordinance No.

**Amending the 2020-21 Budget relating to a Department of Justice  
Coronavirus Emergency Supplemental Funding Program grant**

BE IT ORDAINED, by the Council of the City of Rochester as follows:

Section 1. Ordinance No. 2020-161, the 2020-21 Budget of the City of Rochester, as amended, is hereby further amended by increasing the revenue estimates and appropriations to the Budget of the Police Department by \$85,100 and to Undistributed Expense by \$28,000, which amounts shall be paid from the Special Revenue Fund designated for the receipt of Department of Justice Coronavirus Emergency Supplemental Funding Program funds appropriated to the Police Department for preparing, preventing and responding to the coronavirus pandemic pursuant to Ordinance No. 2020-234.

Section 2. This ordinance shall take effect immediately.





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PUBLIC SAFETY,  
RECREATION, &  
HUMAN SERVICES  
INTRODUCTORY NO.

244

Lovely A. Warren  
Mayor

May 20, 2021

TO THE COUNCIL

Ladies and Gentlemen:

Re: Agreements – Veterinary Services for Rochester  
Animal Services

Council Priority: Public Safety

Comprehensive Plan 2034 Initiative Area:  
Reinforcing Strong Neighborhoods

Transmitted for your approval is legislation related to veterinary agreements for Rochester Animal Services (RAS). This legislation will:

1. Appropriate up to \$10,000 from the Animal Control Gifts Fund for veterinary services agreements for Rochester Animal Services (RAS); and
2. Establish \$4,000 as maximum compensation for an agreement with Animal Hospital of Pittsford, P.C. (Todd Wihlen, 2816 Monroe Avenue, Rochester), for emergency veterinary services. The agreement will be funded from the 2021-22 Budget of the Department of Recreation and Human Services contingent upon approval. The term will be from July 1, 2021 to June 30, 2022.

The funds being appropriated above are for agreements with outside veterinarians and veterinary technicians to increase surgical capacity, improve customer service, and provide veterinary coverage during the absence of the regular veterinarian and veterinary technicians or to expand veterinary services to the community through partnerships with local clinics. RAS does not expect any of these individual agreements to reach the \$10,000 threshold that would require Council approval. Animal Hospital of Pittsford provides emergency and after-hours veterinary services, and performs spay and neuter surgeries when on-site consultants are not available.

Respectfully submitted,

Lovely A. Warren  
Mayor





244

Ordinance No.

**Appropriating funds and authorizing an agreement for veterinary services**

BE IT ORDAINED, by the Council of the City of Rochester as follows:

Section 1. The sum of \$10,000, or so much thereof as may be necessary, is hereby appropriated from the Animal Control Gifts Fund for veterinary services agreements for Rochester Animal Services.

Section 2. The Mayor is hereby authorized to enter into a professional services agreement with Animal Hospital of Pittsford, P.C. to provide emergency veterinary services. The maximum compensation shall be \$4,000, which shall be funded from the 2021-22 Budget of the Department of Recreation and Human Services, contingent upon approval. The term of the agreement shall be from July 1, 2021 to June 30, 2022.

Section 3. The agreement shall contain such additional terms and conditions as the Mayor deems to be appropriate.

Section 4. This ordinance shall take effect immediately.