

# CITY OF NIAGARA FALLS

## *New York*

**TO:** The City Council

**FROM:** Mayor Robert M. Restaino

**SUBJECT:** RFP #2022-01 Grant Consultant Services

**DATE:** March 23, 2022

We respectfully request you authorize the Mayor to enter into an agreement as follows:

**WITH:** G&G Municipal Consulting and Grant Writing  
P.O. Box 39  
Spencerport, New York 14559

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**FOR:** Grant Consultant Services

Notice that proposals were to be received was advertised in the Niagara Gazette and requests for proposals were sent to ten (10) vendors. Three (3) responses were received.

The City conducted this RFP to find a vendor capable of rendering grant consultant services to all City departments on an ongoing and as needed basis. After a review of the proposals received, the Administration is recommending that G&G Municipal Consulting and Grant Writing (“G&G”) continue to provide these services to the City. G&G will provide both grant writing and grant administration services to all City departments and will also assist departments in finding grant opportunities. This will allow the City to maximize the revenue from grant awards and help defray costs and provide services which would otherwise need to be provided with local tax dollars.

This agreement shall be for one (1) year, with an option to extend, and the cost to the City shall be as follows:

- 1) Grant Writing Services: \$35,000.00 (for an unlimited number of standard grant applications not exceeding 65 hours per application);
- 2) Grant Administration (where grant permits reimbursement of administration costs): Vendor receives fees based upon the statutorily allowed limits, as set forth by the funding entities for the successful grant. These fees will be covered by the grant funds and not from the City’s budget.
- 3) Grant Administration (where grant does not permit reimbursement): 50 hours per year at no cost to the City; \$145.00 per hour thereafter.

Funding will be available in A.1210.0001.0451.000. Will the Council authorize the Mayor to execute an agreement with G&G Municipal Consulting and Grant Writing in a form acceptable to the Corporation Counsel?

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**BAX** \_\_\_\_\_ **MYLES** \_\_\_\_\_ **TOMPKINS** \_\_\_\_\_ **ZAJAC** \_\_\_\_\_ **SPANBAUER** \_\_\_\_\_

**CITY OF NIAGARA FALLS**  
***New York***

Respectfully submitted,

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Mayor Robert M. Restaino

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Anthony J. Restaino  
City Administrator

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Daniel Morello  
City Controller

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Leeann K. Huey  
Purchasing Agent

**BAX** \_\_\_\_\_ **MYLES** \_\_\_\_\_ **TOMPKINS** \_\_\_\_\_ **ZAJAC** \_\_\_\_\_ **SPANBAUER** \_\_\_\_\_