
AGENDA ITEM

TO: Tim Vandall, City Administrator
FROM: Matthew R. Schmitz, MPA – Director, Community & Economic Development
DATE: June 16, 2022
SUBJECT: Buxton Economic Development Package – ARPA Funds



Explanation: During our recent trip to International Council of Shopping Centers (ICSC) in Las Vegas, the City Administrator, Mayor, and CED Director met with Buxton to see what services they could provide the City of Lansing for Economic Development support. Buxton provided a thorough overview of their services during that meeting, and then during a follow-up zoom meeting on June 3rd, they showed examples of data and reports that were more specific to Lansing. Staff was pleased with the amount and relevance of the data and feels that this would be a great addition to our toolkit for Economic Development moving forward.

During our conversations, Buxton pointed out that their services are eligible for funding under the American Rescue Plan Act (ARPA). Additional information regarding the eligibility under ARPA is on page 7 of the attached proposal. Staff feels this would be an excellent use of ARPA funds to assist with Economic Development, analysis, and retention and attraction of businesses for Lansing.

Policy Considerations: Because the data that Buxton provides is proprietary in nature, and there are not others in the market who can provide this, Staff feels comfortable that this meets the requirements of the purchasing policy as a sole-source vendor.

Action: A motion to authorize the Mayor to sign the contract with Buxton for a 365 day term at a cost of \$35,000 to be funded by monies received from ARPA.

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