



Meeting Agenda – Audit and Finance Committee
 Genesee County Economic Development Center
 Thursday, March 28, 2024 – 3:00 p.m.
 Location: 99 MedTech Drive, Innovation Zone

Page #	Topic	Discussion Leader	Desired Outcome
	1. Call To Order – Enter Public Session	K. Manne	
	1a. Executive Session Motion to enter executive session under the Public Officers Law, Article 7, Open Meetings Law Section 105 for the following reasons: 1. The medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation. 1b. Enter Public Session	K. Manne	
2-5	2. Chairman’s Report & Activities 2a. Agenda Additions / Other Business 2b. Minutes: March 5, 2024	K. Manne	Vote
6-24	3. Discussions / Official Recommendations to the Board: 3a. 12/31/23 Audit	Mostert, Manzanero & Scott	Disc / Vote
	3b. Mowing Bids	M. Masse	Disc / Vote
25-37	3c. Brush Hog and Mowing Contract for STAMP	M. Masse	Disc / Vote
	4. Adjournment	K. Manne	Vote



**GCEDC Audit & Finance Committee Meeting
Tuesday, March 5th, 2024
Location: 99 MedTech Drive, Innovation Zone
8:30 a.m.**

MINUTES

ATTENDANCE

Committee Members: P. Battaglia, M. Gray, K. Manne
Staff: L. Farrell, M. Masse, P. Kennett, L. Casey, C. Suozzi, S. Hyde, E. Finch, J. Krencik
Guests: J. Tretter, M. Brooks, D. Cunningham
Absent: *P. Zeliff (Video Conference)

*P. Zeliff attended via video conference. His address was not disclosed on the public meeting notice as a location that is open to the public. Therefore, his vote is not included throughout this meeting.

1. CALL TO ORDER / ENTER PUBLIC SESSION

K. Manne called the meeting to order at 8:49 a.m. in the Innovation Zone.

1.a Enter Executive Session

P. Battaglia made a motion to enter executive session under the Public Officers Law, Article 7, Open Meetings Law Section 105, at 8:50 a.m. for the following reasons:

- 1. The medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation.

The motion was seconded by M. Gray and approved by all members present.

1b. Enter Public Session

P. Battaglia made a motion to enter back into public session at 9:02 a.m., seconded by M. Gray and approved by all members present.

2. Chairman’s Report & Activities

2a. Agenda Additions / Other Business – Nothing at this time.

2b. Minutes: January 30, 2024

M. Gray made a motion to approve the January 30, 2024, minutes; the motion was seconded by P. Battaglia. Roll call resulted as follows:

P. Battaglia - Yes
M. Gray - Yes
P. Zeliff - *Absent

26

2

K. Manne - Yes

The item was approved as presented.

3. DISCUSSIONS / OFFICIAL RECOMMENDATIONS OF THE COMMITTEE:

3a. Allowance for Doubtful Accounts – L. Farrell reviewed the analysis of allowance for doubtful accounts with the Committee. The allowance for doubtful accounts is about 25% of total loan balances. L. Farrell noted that there are more funds available in the GAIN Loan Fund to loan at any time, which would decrease the allowance percentage against total balances. For example, a loan of \$100,000 would decrease the allowance to 16.7%, while a loan of \$200,000 would decrease the allowance to 12.2%. L. Farrell stated that if more loans are issued during the year, then the percentage would be similar to allowances that we are used to seeing.

The collectability of these loans was discussed. There are no foreseen concerns, and the staff does not recommend any changes to the allowance.

Like the GGLDC, the Committee questioned the allowance amount/percentage, stating that they believe it may be too high. Staff recommended that they could bring forward any concerns after the 2023 financial statements of the borrowers are reviewed, which typically occurs in May. The allowance for doubtful accounts can be adjusted accordingly at that time if necessary. The Committee agreed with this course of action.

M. Gray made a motion to approve the Allowance for Doubtful Accounts as presented; the motion was seconded by P. Battaglia. Roll call resulted as follows:

- P. Battaglia - Yes
- M. Gray - Yes
- P. Zeliff - *Absent
- K. Manne - Yes

3b. Investment Report – The Investment Report summarizes the GCEDC’s bank balances, general ledger balances and interest income as of 12/31/23. As of 12/31/23, cash balances were fully collateralized. The GCEDC generated close to \$290,000 in interest income in 2023.

The report is required by PARIS and will be posted on the website.

The Bank of Castile listed in the Investment Report should be changed to Tompkins Community Bank.

P. Battaglia made a motion to recommend to the full Board the approval of the Investment Report with the above-mentioned change; the motion was seconded by M. Gray. Roll call resulted as follows:

- P. Battaglia - Yes
- M. Gray - Yes
- P. Zeliff - *Absent
- K. Manne - Yes

The item was approved as presented.

2b.

3c. Procurement Report - Public Authorities are required to report all procurement transactions active during the reporting period that have an actual or estimated value of \$5,000 or more. This report will be submitted to the PARIS system and posted on the website. The board has already approved most expenses or contracts that exceed \$5,000. Therefore, the Committee has already seen and approved most of the information that is collectively stated in this report.

M. Gray made a motion to recommend to the full Board the approval of the Procurement Report as presented; the motion was seconded by P. Battaglia. Roll call resulted as follows:

- P. Battaglia - Yes
- M. Gray - Yes
- P. Zeliff - *Absent
- K. Manne - Yes

The item was approved as presented.

3d. Design and Engineering Contract for Roadway at Apple Tree Acres Park - The GCEDC received a proposal for design, engineering, bidding, and construction inspection for a new roadway at Apple Tree Acres to support a new manufacturing facility.

Fund Commitment: \$279,065 from land sale proceeds of sale to new manufacturing facility at Apple Tree Acres.

Board Action Request: Approval of design, engineering, bidding and construction inspection contract for \$279,065.

The Committee questioned why the Agency is not going out to bid for such a large contract that does not require previous knowledge of the park. M. Masse stated that the guidance that the Board had previously given was to utilize the existing engineers for the existing parks; however, if the Agency created a new park, we would go out to bid at that time.

P. Zeliff suggested that we should look at least one other quote for this work as it does not require previous knowledge of the park. Staff stated the quote is now public so getting another quote for this work is not feasible. The Committee stated that moving forward the Agency should go out to bid for work that does not require historical knowledge at any of the parks, excluding STAMP.

P. Battaglia made a motion to recommend to the full Board the approval of the Design and Engineering Contract for the Roadway at Apple Tree Acres Corporate Park with CPL not to exceed \$279,065 as presented; the motion was seconded by M. Gray. Roll call resulted as follows:

- P. Battaglia - Yes
- M. Gray - Yes
- P. Zeliff - *Absent
- K. Manne - Yes

The item was approved as presented.

3e. Mowing for STAMP with Genesee County Highway Dept - The GCEDC received a proposal for the mowing of the mitigation areas at STAMP for 2024 in accordance with the terms of the Part 182 Permit.

Fund commitment: \$2,000 from mitigation funds escrow of STAMP Part 182 Permit. This amount was included in the escrow estimate when the account was established.

Board action request: Approval of mowing contract for \$2,000 with Genesee County Highway Department.

M. Gray made a motion to recommend to the full Board the approval of Mowing Contract for STAMP with the Genesee County Highway Dept not to exceed \$2,000 as presented; the motion was seconded by P. Battaglia. Roll call resulted as follows:

P. Battaglia - Yes
M. Gray - Yes
P. Zeliff - *Absent
K. Manne - Yes

The item was approved as presented.

3f. Mowing for STAMP with Town of Alabama Highway Dept - The GCEDC received a proposal for mowing of the stormwater pond and the open area from the substation to Crosby Road at STAMP for 2024, twice a year.

Fund commitment: \$8,000 from operational funds of STAMP.

Board action request: Approval of mowing contract for \$8,000 with Town of Alabama Highway Department.

P. Battaglia made a motion to recommend to the full Board the approval of Mowing Contract for STAMP with the Town of Alabama Highway Dept not to exceed \$8,000 as presented; the motion was seconded by M. Gray. Roll call resulted as follows:

P. Battaglia - Yes
M. Gray - Yes
P. Zeliff - *Absent
K. Manne - Yes

The item was approved as presented.

4. ADJOURNMENT

As there was no further business, M. Gray made a motion to adjourn at 9:23 a.m., seconded by P. Battaglia and passed unanimously.

Approval of mowing contract for GCEDC properties

Discussion: The GCEDC asked five companies for bids to mow the properties we have acquired at STAMP and the entrance sign to STAMP. The results of the bids are as follows based on 16 mows in the season:

1. Declined to bid – Bubba’s Landscaping.
2. \$6,610 – Craig’s Mowing and Landscaping
3. \$10,400 – S&S Excavating & Blacktop
4. \$11,200 – Fava Brothers Lawn Care

Fund Commitment: \$6,610.

Board Action Request: Approval of mowing contract for STAMP properties to Craig’s Mowing & Landscaping for \$6,610.

Mowing Bids 2024	Quote Amount (GCEDC)	Quote Amount (GGLDC)	Contact
Craig's Mowing and Landscape	\$6160/385 per mow	\$3760/\$235 per mow	cmlandscapes@yahoo.com
S&S Excavating & Blacktop Inc	\$10,400/\$650 per mow	\$6400/\$400 per mow	ssexcavatingseptic@gmail.com
Scalia's Landscape	\$7120/\$390 per mow	\$3920/\$245 per mow	coltoncole7@outlook.com
Fava Brothers	\$11,200/\$700 per mow	\$9900/\$400 per mow	favalawncare@yahoo.com



GCEDC quote request for mowing at the STAMP site and in Alabama, NY:

Contractor will mow the following:

1. Property at 805 Lewiston Road, mow bi weekly starting April 1 through October 31 (16 times)
2. Properties at 6725, 6620, 6608, 6590, 6576 and 6561 Crosby Road, mow bi weekly starting April 1 through October 31



GGLDC quote request for mowing at MedTech and Ag Park:

Contractor will mow the following:

1. Property located at 8750 Ag Park Drive, mow bi weekly starting April 1 through October 31
2. Mowing of the green space around 99 MedTech Drive, the Upstate MedTech Centre, weekly (as needed) starting April 1 through October 31

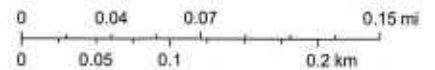
ArcGIS Web Map



1/25/2024, 1:47:16 PM

City & Villages (Large Scale)	13031E107659N.sld	12450E108451N.sld	12291E104491N.sld	11948E111091N.sld
Towns	Red: Band_1	Red: Band_1	Red: Band_1	Red: Band_1
Water (Large Scale)	Green: Band_2	Green: Band_2	Green: Band_2	Green: Band_2
2023 Tax Panels	Blue: Band_3	Blue: Band_3	Blue: Band_3	Blue: Band_3
Streams (Large Scale)	12925E104227N.sld	12397E110827N.sld	12265E104491N.sld	12450E108451N.sld
Active Railroads (Large Scale)	Red: Band_1	Red: Band_1	Red: Band_1	Red: Band_1
Roads (Large Scale)	Green: Band_2	Green: Band_2	Green: Band_2	Green: Band_2
Address Points	Blue: Band_3	Blue: Band_3	Blue: Band_3	Blue: Band_3
	12819E110827N.sld	12397E110827N.sld	11975E107395N.sld	
	Red: Band_1	Red: Band_1	Red: Band_1	
	Green: Band_2	Green: Band_2	Green: Band_2	
	Blue: Band_3	Blue: Band_3	Blue: Band_3	

1:4,514



Sources: Esri, Airbus DS, USGS, NGA, NASA, CGIAR, N Robinson, NCEAS, MLS, OS, NMA, Geodatalystreisen, Rijkswaterstaat, GSA, Geoland, FEMA, Intermap and the GIS user community, Esri Community Maps Contributors, © OpenStreetMap, Microsoft, Esri, TomTom, Garmin,

36

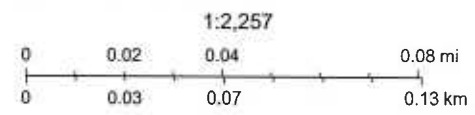
9

ArcGIS Web Map



1/25/2024, 1:49:53 PM

City & Villages (Large Scale)	Address Points	12925E104227N.sid	12450E108451N.sid	12397E110827N.sid	12265E104491N.sid	11948E111091N.sid
Towns	13031E107659N.sid	Red: Band_1	Red: Band_1	Red: Band_1	Red: Band_1	Red: Band_1
Water (Large Scale)	Red: Band_1	Green: Band_2	Green: Band_2	Green: Band_2	Green: Band_2	Green: Band_2
2023 Tax Parcels	Green: Band_2	Blue: Band_3	Blue: Band_3	Blue: Band_3	Blue: Band_3	Blue: Band_3
Streams (Large Scale)	Blue: Band_3	12819E110827N.sid	12397E110827N.sid	12291E104491N.sid	11975E107395N.sid	12450E108451N.sid
Active Railroads (Large Scale)	Red: Band_1	Red: Band_1	Red: Band_1	Red: Band_1	Red: Band_1	Red: Band_1
Roads (Large Scale)	Green: Band_2	Green: Band_2	Green: Band_2	Green: Band_2	Green: Band_2	Green: Band_2
	Blue: Band_3	Blue: Band_3	Blue: Band_3	Blue: Band_3	Blue: Band_3	Blue: Band_3



Sources: Esri, Airbus DS, USGS, NGA, NASA, CGIAR, N Robinson, NCEAS, NLS, OS, NIMA, Geodatasysteisen, Rijkswaterstaat, GSA, Geoland, FEMA, Intermap and the GIS user community, Esri Community Maps Contributors, © OpenStreetMap, Microsoft, Esri, TomTom, Garmin,

36

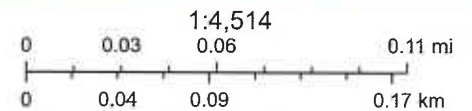
10

ArcGIS Web Map



1/25/2024, 1:55:39 PM

City & Villages (Large Scale)	Address Points	128725E104227N.sid	12450E108401N.sid	12397E110827N.sid	12265E104491N.sid	11948E111091N.sid
Towns	13031E107659N.sid	Red: Band_1	Red: Band_1	Red: Band_1	Red: Band_1	Red: Band_1
Water (Large Scale)		Green: Band_2	Green: Band_2	Green: Band_2	Green: Band_2	Green: Band_2
2023 Tax Parcels		Blue: Band_3	Blue: Band_3	Blue: Band_3	Blue: Band_3	Blue: Band_3
Streams (Large Scale)		Blue: Band_3	Blue: Band_3	Blue: Band_3	Blue: Band_3	Blue: Band_3
Active Railroads (Large Scale)	12819E110827N.sid	Red: Band_1	Red: Band_1	Red: Band_1	Red: Band_1	Red: Band_1
Roads (Large Scale)	12397E110827N.sid	Green: Band_2	Green: Band_2	Green: Band_2	Green: Band_2	Green: Band_2
	12201E104491N.sid	Blue: Band_3	Blue: Band_3	Blue: Band_3	Blue: Band_3	Blue: Band_3



Sources: Esri, Airbus DS, USGS, NGA, NASA, CGIAR, N Robinson, NCEAS, NLS, OS, NMA, Geodatasysteisen, Rijkswaterstaat, GSA, Geoland, FEMA, Intermap and the GIS user community, Esri Community Maps Contributors, © OpenStreetMap, Microsoft, Esri, TomTom, Garmin, SafeGraph,

Web AppBuilder for ArcGIS

Esri, USGS | Esri, TomTom, Garmin, SafeGraph, FAO, METI/NASA, USGS, EPA, NPS, USFWS |

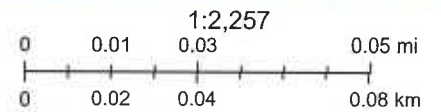
36

ArcGIS Web Map



1/25/2024, 1:33:47 PM

Layer Name	Address Points	12625E104227N.sld	12400E108451N.sld	12397E110827N.sld	12266E104491N.sld	11948E111091N.sld
City & Villages (Large Scale)	13031E107659N.sld	Red: Band_1	Red: Band_1	Red: Band_1	Red: Band_1	Red: Band_1
Towns		Green: Band_2	Green: Band_2	Green: Band_2	Green: Band_2	Green: Band_2
Water (Large Scale)		Blue: Band_3	Blue: Band_3	Blue: Band_3	Blue: Band_3	Blue: Band_3
2023 Tax Parcels		Blue: Band_3	Blue: Band_3	Blue: Band_3	Blue: Band_3	Blue: Band_3
Streams (Large Scale)	12819E110827N.sld	Red: Band_1	Red: Band_1	Red: Band_1	Red: Band_1	Red: Band_1
Active Railroads (Large Scale)	12397E110827N.sld	Green: Band_2	Green: Band_2	Green: Band_2	Green: Band_2	Green: Band_2
Roads (Large Scale)	12291E104491N.sld	Blue: Band_3	Blue: Band_3	Blue: Band_3	Blue: Band_3	Blue: Band_3



Sources: Esri, Airbus DS, USGS, NGA, NASA, CGIAR, N Robinson, NCEAS, NLS, OS, NMA, Geodatastyreisen, Rijkswaterstaat, GSA, Geoland, FEMA, Intermap and the GIS user community, Esri Community Maps Contributors, © OpenStreetMap, Microsoft, Esri, TomTom, Garmin, SafeGraph.

Web AppBuilder for ArcGIS

Esri, CGIAR, USGS | Esri, TomTom, Garmin, SafeGraph, FAO, METI/NASA, USGS, EPA, NPS, USFWS |

36

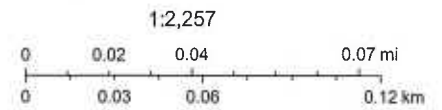
12

ArcGIS Web Map



1/25/2024, 1:51:42 PM

City & Villages (Large Scale)	13031E107899N.sld	12450E108451N.sld	12281E104401N.sld	11948E111091N.sld
Towns	Red: Band_1	Red: Band_1	Red: Band_1	Red: Band_1
Water (Large Scale)	Green: Band_2	Green: Band_2	Green: Band_2	Green: Band_2
2523 Tax Parcels	Blue: Band_3	Blue: Band_3	Blue: Band_3	Blue: Band_3
Streets (Large Scale)	12925E104227N.sld	12397E110827N.sld	12285E104491N.sld	12450E108451N.sld
Active Railroads (Large Scale)	Red: Band_1	Red: Band_1	Red: Band_1	Red: Band_1
Roads (Large Scale)	Green: Band_2	Green: Band_2	Green: Band_2	Green: Band_2
Address Points	Blue: Band_3	Blue: Band_3	Blue: Band_3	Blue: Band_3
	12819E110827N.sld	12397E110827N.sld	11975E107396N.sld	
	Red: Band_1	Red: Band_1	Red: Band_1	
	Green: Band_2	Green: Band_2	Green: Band_2	
	Blue: Band_3	Blue: Band_3	Blue: Band_3	



Sources: Esri, Airbus-DS, USGS, NGA, NASA, CGIAR, N Robinson, NCEAS, NLS, OS, NMA, Geodatastyrelsen, Rijkswaterstaat, GSA, Geoland, FEMA, Intermap and the GIS user community, Esri Community Maps Contributors, © OpenStreetMap, Microsoft, Esri, TomTom, Garmin.

36

13

Craig's Mowing & Landscape

6 Gibson ST
Oakfield NY 14125

Estimate

Date	Estimate #
3/7/2024	74

Name / Address
Genesee County Economic development Centr Emma Finch

Project

Description	Qty	Rate	Total
Mowing 805 leweston per trip	1	80.00	80.00
Mowing 6725 Crosby per trip	1	45.00	45.00
Mowing 6620 Crosby per trip	1	55.00	55.00
Mowing 6608 Crosby per trip	1	50.00	50.00
Mowing 6590 Crosby per trip	1	50.00	50.00
Mowing 6576 Crosby per trip	1	45.00	45.00
Mowing 6561 Crosby per trip	1	60.00	60.00
Mowing 8750 Ag Park Drive per trip	1	95.00	95.00
Mowing 99 MedTech Drive per trip	1	140.00	140.00
Brush Hogging 35 acres	1	3,300.00	3,300.00
Brush Hogging 16 acres	1	1,500.00	1,500.00
		\$ 4800	
		Subtotal	\$5,420.00
		Sales Tax (8.0%)	\$0.00
		Total	\$5,420.00

3b

14

S & S EXCAVATING & BLACKTOP, INC.
 2164 ANGLING ROAD
 CORFU, NY 14036

Estimate

Name/Address
gcedc 99 med tech dr. suite 106 batavia, ny 14020

Date	Estimate No.	Project
03/15/24	339	

Item	Description	Quantity	Cost	Total
LAWN SERVICE	JOB DESCRIPTION: QUOTE- GCEDC BID REQUEST STAMP APRIL 1ST THROUGH OCTOBER 31ST ADDRESS Main entrance to STAMP project, Alleghany rd Both sides of old Patterson rd entrance -6608 CROSBY RD. BASOM NY -6561 CROSBY RD, BASOM NY -6576 CROSBY RD. BASOM NY -6590 CROSBY RD. BASOM NY -6620 CROSBY RD. BASOM NY -6725 CROSBY RD. BASOM NY ALL BIDS PER MOW		650.00	650.00
LAWN SERVICE	GGLDC quote request for mowing at MedTech and		400.00	400.00
			Total	

3b

15

Estimate

S & S EXCAVATING & BLACKTOP, INC.
 2164 ANGLING ROAD
 CORFU, NY 14036

Name/Address
gcedc 99 med tech dr. suite 106 batavia, ny 14020

Date	Estimate No.	Project
03/15/24	339	

Item	Description	Quantity	Cost	Total
	Ag Park -99 MEDTECH \$200.00 PER MOW -8750 AG PARK \$200.00 PER MOW		8.00%	0.00
			Total	\$1,050.00

36

16

Emma Finch

From: Jesse Stocking <ssexcavatingseptic@gmail.com> on behalf of Jesse Stocking
Sent: Tuesday, March 19, 2024 2:31 PM
To: Emma Finch
Subject: Re: gcedc LAWN BIDS (UPDATED)

Per trip so
\$650 x 16 = \$10,400.00 stamp
\$400 x 16 = \$6,400.00 med tech , ag park

Brush hogging
\$4,850.00 per mow stamp

I can revise if you would like me to

Jesse Stocking

On Tue, Mar 19, 2024 at 2:26 PM Emma Finch <efinch@gcedc.com> wrote:

Good Afternoon,

Just to confirm, is this pricing for all 16 trips or per trip.

Thank you!

Emma Jane Finch

Operations Assistant

Genesee County Economic Development Center

99 MedTech Drive Batavia, NY 14020

Office: (585)343-4866 x10 Fax: (585)343-0848

Email: efinch@gcedc.com Website: www.gcedc.com



From: ssexcavatingseptic@gmail.com <ssexcavatingseptic@gmail.com>
Sent: Monday, March 18, 2024 3:52 PM
To: Emma Finch <efinch@gcedc.com>
Subject: gcedc LAWN BIDS (UPDATED)

The estimate you requested is attached. Please review it and feel free to contact us if you have any questions. We look forward to working with you.

Sincerely,

S & S EXCAVATING & BLACKTOP, INC.

C2 Enterprise LLC
Dbas Scalia's Landscape
8106 State Street Road
Batavia, New York 14020
585-343-3106
coltoncole7@outlook.com
laurie.graham@rochester.rr.com

CONTRACT SUBMITTED TO:	PHONE:	DATE:
GCE Development Center 99 Med Tech Dr. Suite 106 Batavia, New York 14020 Attn: efinch@gcedc.com	(585) 343-4866	3/5/24

Re: Lawn Maintenance 2024 – Stamp Site

WE HEREBY SUBMIT SPECIFICATIONS AND ESTIMATES FOR:

Lawn mowing and weed whacking and brush hogging the following properties throughout the 2024 lawn maintenance season April - October

- 805 Lewiston Rd	\$60.00 per mow
- 6608 Crosby Rd.	\$55.00 per mow
- 6561 Crosby Rd.	\$55.00 per mow
- 6576 Crosby Rd.	\$55.00 per mow
- 6590 Crosby Rd.	\$55.00 per mow
- 6620 Crosby Rd.	\$55.00 per mow
- 6725 Crosby Rd.	\$55.00 per mow

- Per furnished map

- Pink area (Aprox. 16 acres) \$1600.00 - per

-Yellow area (Aprox. 35 acres) \$ 2500.00 – per brush hogging

WE HEREBY PROPOSE TO FURNISH MATERIAL AND LABOR IN COMPLETE ACCORDANCE WITH THE ABOVE SPECIFICATIONS FOR THE AMOUNT OF As stated above.

SALES TAX WILL BE ADDED WHERE APPLICABLE UNLESS OTHERWISE STATED.

SUM: per mowing / brush hogging

PAYMENT AS FOLLOWS: Monthly net 30 days.

ALL MATERIAL IS GUARANTEED TO BE AS SPECIFIED. ALL WORK WILL BE COMPLETED IN A WORKMANLIKE MANNER ACCORDING TO STANDARD PRACTICES. ANY ALTERATIONS OR DEVIATION FROM THE ABOVE SPECIFICATIONS INVOLVING EXTRA COSTS WILL BE EXECUTED ONLY UPON WRITTEN CHANGE ORDER AND WILL BECOME AN EXTRA CHARGE OVER AND ABOVE THIS ESTIMATE. ALL AGREEMENTS ARE CONTINGENT UPON STRIKES, ACCIDENTS OR DELAYS BEYOND OUR CONTROL. THE OWNER WILL CARRY FIRE, TORNADO AND OTHER NECESSARY INSURANCE. OUR WORKERS ARE FULLY COVERED BY WORKMAN'S COMPENSATION INSURANCE AND A CERTIFICATE WILL BE PROVIDED FOR YOU UPON REQUEST.

ACCEPTANCE OF CONTRACT: THE ABOVE PRICES, SPECIFICATIONS AND CONDITIONS ARE SATISFACTORY AND ARE HEREBY ACCEPTED. YOU ARE AUTHORIZED TO DO THE WORK AS SPECIFIED. PAYMENT WILL BE MADE AS OUTLINED ABOVE.

SCALIA'S LANDSCAPE: Colton Cole

CUSTOMER SIGNATURE: _____

ACCEPTANCE DATE: _____

C2 Enterprise LLC
DbA Scalia's Landscape
8106 State Street Road
Batavia, New York 14020
585-343-3106
coltoncole7@outlook.com
laurie.graham@rochester.rr.com

CONTRACT SUBMITTED TO:	PHONE:	DATE:
GGL Development Corp. 99 Med Tech Dr. Suite 106 Batavia, New York 10420 Attn: efinch@gcedc.com	(585) 343-4866	3/5/24

Re: Lawn Maintenance 2024 - Med Tech / Ag Park

WE HEREBY SUBMIT SPECIFICATIONS AND ESTIMATES FOR:

Lawn mowing and weed whacking the following properties throughout the 2024 lawn maintenance season as needed April - October

99 Med Tech Center \$170.00 Per Mow

8750 Ag Park Dr \$75.00 per mow

WE HEREBY PROPOSE TO FURNISH MATERIAL AND LABOR IN COMPLETE ACCORDANCE WITH THE ABOVE SPECIFICATIONS FOR THE AMOUNT OF As stated above.

SALES TAX WILL BE ADDED WHERE APPLICABLE UNLESS OTHERWISE STATED.

SUM: Per mowing

PAYMENT AS FOLLOWS: Net 30 Days

ALL MATERIAL IS GUARANTEED TO BE AS SPECIFIED. ALL WORK WILL BE COMPLETED IN A WORKMANLIKE MANNER ACCORDING TO STANDARD PRACTICES. ANY ALTERATIONS OR DEVIATION FROM THE ABOVE SPECIFICATIONS INVOLVING EXTRA COSTS WILL BE EXECUTED ONLY UPON WRITTEN CHANGE ORDER AND WILL BECOME AN EXTRA CHARGE OVER AND ABOVE THIS ESTIATE. ALL AGREEMENTS ARE CONTINGENT UPON STRIKES, ACCIDENTS OR DELAYS BEYOND OUR

36

21

CONTROL. THE OWNER WILL CARRY FIRE, TORNADO AND OTHER NECESSARY INSURANCE. OUR WORKERS ARE FULLY COVERED BY WORKMAN'S COMPENSATION INSURANCE AND A CERTIFICATE WILL BE PROVIDED FOR YOU UPON REQUEST.

ACCEPTANCE OF CONTRACT: THE ABOVE PRICES, SPECIFICATIONS AND CONDITIONS ARE SATISFACTORY AND ARE HEREBY ACCEPTED. YOU ARE AUTHORIZED TO DO THE WORK AS SPECIFIED. PAYMENT WILL BE MADE AS OUTLINED ABOVE.

SCALIA'S LANDSCAPE: Colton Cole

CUSTOMER SIGNATURE: _____

ACCEPTANCE DATE: _____

Fava Brothers Lawn Care Svc.
 5438 School Road
 Byron, NY 14422
 5852608391
 favalawncare@yahoo.com

ADDRESS

Mr. Mark Masse
 GCEDC
 99 Med Tech Drive, Suite 106
 Batavia, NY 14020

Estimate 1420

DATE 03/15/2024

EXPIRATION DATE 04/15/2024

DATE	ACTIVITY	ACTIVITY	AMOUNT
03/15/2024	GGLDC: 8750 Ag Park Dr.- Bi-weekly mowing (April 1-October 31, 2024), 16 @ \$150.00	Mow/Trim	2,400.00T
03/15/2024	GGLDC: 99 MedTech Dr.- Weekly mowing or as needed basis (April 1-October 31, 2024), 30 @ \$250.00	Mow/Trim	7,500.00T
03/15/2024	GCEDC: 805 Lewiston Rd.- Bi-weekly mowing (April 1-October 31, 2024), 16 @ \$100.00	Mow/Trim	1,600.00T
03/15/2024	GCEDC: 6725, 6620, 6608, 6590, 6576, 6561 Crosby Rd.- Bi-weekly mowing (April 1-October 31, 2024), 16 @ \$600.00	Mow/Trim	9,600.00T
03/15/2024	GCEDC: Mowing/ Brushhogging of STAMP site in Alabama NY- Pink area on map mowed (approx 16 acres) + yellow area on map brush hogged (approx 35 acres), 1 @ \$5,800.00	Landscape services	5,800.00T

Thank you for your business!

SUBTOTAL 26,900.00
TAX (0%) 0.00

Terms/ Conditions: If after 30 days, no payment is received, a standard late fee of \$15.00 will be assessed to any outstanding balance every month until a payment has been received. Partial payments are acceptable. If no payment is received for an extended period of time (determined by Fava Bros.), notice will be made of legal action to be acquired which will force a hearing in a court of law. Court fees along with a \$100.00 company fee and any late fees will be affixed to any small claims court filing A check processed as insufficient will be considered as a late payment, processing charges will be affixed.

TOTAL \$26,900.00

36

****Please make checks payable to Fava Bros. Lawn Care Svc. **** We Accept Credit Card Payments

23

Accepted By

Accepted Date

36

****Please make checks payable to Fava Bros. Lawn Care Svc. **** We Accept Credit Card Payments

24

GCEDC
Audit & Finance Committee Meeting Report

Brush hog and mowing contract for STAMP

Discussion: The GCEDC Received a proposal for brush hogging and mowing an open area at the STAMP site for 2024. This property had been rented out for farming in previous years, however, the farmer did not farm it. When we tried to rent this area to a different farming in 2023 he could not get his plow through it as it had overgrown so much. Once the brushhogging is complete the farmer can go back and plow and farm the area to keep it in order.

Following are the bids received:

1. Alleghany Construction - \$12,000
2. Spurline Construction - \$17,000
3. Craig's Mowing and Landscape - \$4,800
4. S&S Excavating & Blacktop - \$4,850
5. Scalia's Landscape - \$4,100

Fund commitment: \$4,100 from operational funds of STAMP.

Board action request: Approval of brush hogging and mowing contract for \$4,100 with Scalia's Landscape.

Brush Hogging STAMP	Quote Amount	Contact
Alleghany	\$12,000.00	ssimon@alleghanyservices.com
Spurline	\$17,000.00	ap@spurlineconstruction.com
Craig's Mowing and Landscape	\$4,800.00	cmlandscapes@yahoo.com
S&S Excavating & Blacktop Inc	\$4,850.00	ssexcavatingseptic@gmail.com
Scalia's Landscape	\$4,100.00	coltoncole7@outlook.com



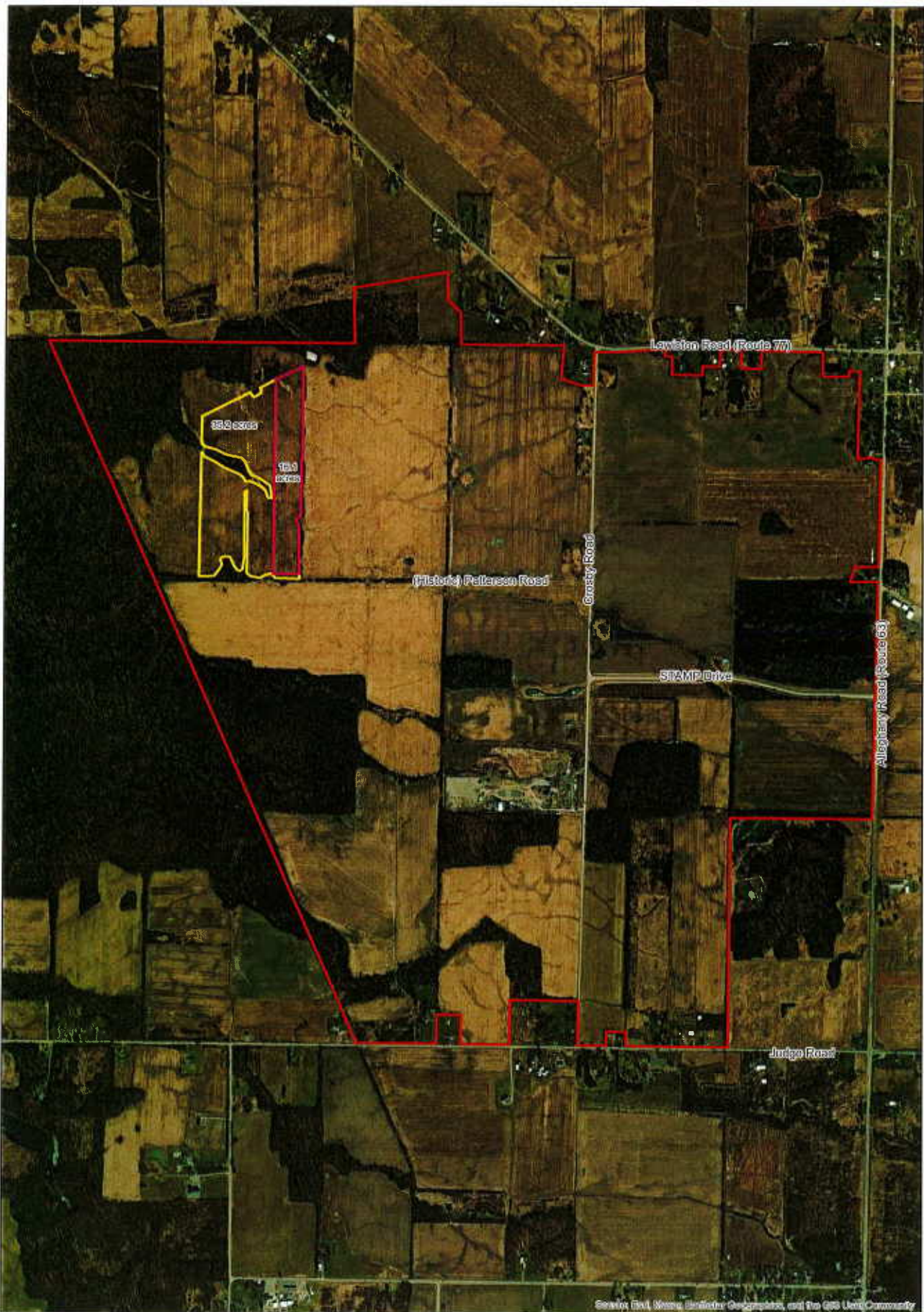
GCEDC quote request for mowing/brush hogging at the STAMP site in Alabama, NY:

Contractor will mow the following:

1. Area outlined in pink on the attached map will be mowed (approximately 16 acres)
2. Area outline in yellow will be brush hogged (approximately 35 acres)

All areas are east of the power line. There is no mowing or brush hogging allowed on the western side of the power line.

Contractor will need to meet with CC Environment and Planning on site to ensure that the wetland area and buffer are not mowed or brush hogged



0 0.2 0.4 0.8 Miles



Areas to be Brush Hogged
 Science and Technology Advanced Manufacturing Park
 Town of Alabama, Genesee County, New York

- Mow
- Brush Hog
- STAMP Boundary

K. Hojnacki, Date: 1/22/2024

Figure 1

3c

28

EXHIBIT A

INSURANCE COVERAGE

1. Requirements. The Company shall maintain or cause to be maintained insurance against such risks and for such amounts as are customarily insured against by businesses of like size and type paying, as the same become due and payable, all premiums in respect thereto, including, but not necessarily limited to:

(a) (i) Insurance against loss or damage by fire, lightning and other casualties, with a uniform standard extended coverage endorsement, such insurance to be in an amount not less than the full replacement value of the Project, exclusive of excavations and foundations, as determined by a recognized appraiser or insurer selected by the Company or (ii) as an alternative to the above requirements (including the requirement of periodic appraisal), the Company may insure the Project under a blanket insurance policy or policies covering not only the Project but other properties as well.

(b) Workers' compensation insurance, disability benefits insurance, and each other form of insurance which the Agency or the Company is required by law to provide, covering loss resulting from injury, sickness, disability or death of employees of the Company who are located at or assigned to the Project.

(c) Insurance against loss or losses from liabilities imposed by law or assumed in any written contract and arising from personal injury and death or damage to the property of others caused by any accident or occurrence, with limits of not less than **\$1,000,000** per accident or occurrence on account of personal injury, including death resulting therefrom, and **\$1,000,000** per accident or occurrence on account of damage to the property of others, excluding liability imposed upon the Company by any applicable workers' compensation law; and a blanket excess liability policy in the amount not less than **\$3,000,000**, protecting the Company against any loss or liability or damage for personal injury or property damage.

2. Additional Provisions Respecting Insurance. (a) **All insurance required shall name the Agency as a named insured and all other insurance required by Section 4 hereof shall name the Agency as an additional insured.** All insurance shall be procured and maintained in financially sound and generally recognized responsible insurance companies selected by the Company and authorized to write such insurance in the State. Such insurance may be written with deductible amounts comparable to those on similar policies carried by other companies engaged in businesses similar in size, character and other respects to those in which the Company is engaged. All policies evidencing such insurance shall provide for (i) payment of the losses of the Company and the Agency as their respective interest may appear, and (ii) at least thirty (30) days' prior written notice of the cancellation thereof to the Company and the Agency.

(b) All such policies of insurance, or a certificate or certificates of the insurers that such insurance is in force and effect, shall be deposited with the Agency on the date hereof. Prior to expiration of any such policy, the Company shall furnish the Agency evidence that the policy has been renewed or replaced or is no longer required by this Agent Agreement.

Effective February 4, 2016



March 19, 2024

Proposal For:

Genesee County Economic Development Center

Job Name: Mowing & Brush Hogging

Job Location: Alabama, NY

Anticipated Start date: TBD – Spring 2024

Anticipated Completion: TBD – Spring 2024

SCOPE OF WORK

- Mow approximately 16 acres as per map provided.
- Brush hog approximately 35 acres as per map provided.

Total Price.....\$12,000.00

TERMS & CONDITIONS

Total price is to mow and brush hog areas indicated on the provided map. All debris will remain onsite in work areas as it falls. No clean up or haul off of any debris. No erosion control measures or restoration of any kind. All material pricing for the Project is valid for 30 days from the date of this Proposal. Due to supplier/trucking logistics delays, extensive shipping challenges, and extensive material delivery delays, material pricing is only valid for 30 days. All materials will be re-quoted at the time of actual purchase to reflect changes. Fuel surcharges will be applied if fuel costs rise more than 7% above current fuel rates of 3/19/24, for on road and off-road fuel.

Payment Terms & Conditions are as follows:

The project will be invoiced upon project completion. Payment is expected within 30 days of date on invoice. Interest on past due accounts will be at 2% per month or at the maximum legal rate whichever is greater. Owner will not hold retainage on any amount due to Alleghany Construction, Corp. Owner will be responsible for payment of reasonable attorney fees required for the collection of past due or disputed accounts. Our cost proposal is based on providing our standard insurance unless specifically stated otherwise. All payments, including progress payments, payments for change orders and extra work, and final payment are the sole responsibility of the Owner and shall be paid according to the terms of payment stipulated herein and on invoice documents. **Receipt of payment from any**

3c.

30



funding agency, local, state, or federal by the Owner is specifically not a condition precedent to payment for payments due to Alleghany Construction Corp. by the Owner.

Sincerely submitted,

Scott Simon

Scott Simon, Director of Construction
Alleghany Construction Corporation
ssimon@alleghanyservices.com



11171 Alley Road
Alden, NY 14004

SLCGCEDC030124

TO: Emma Finch

PHONE #: (585)343-4866, ext. 10

EMAIL: efinch@gcedc.com

JOB DESCRIPTION: Mowing / Brush Hogging at the STAMP Site

LOCATION: Alabama, NY

WE HEREBY SUBMIT THE FOLLOWING PROPOSAL:

AS PER YOUR REQUEST, WE HAVE COMPILED A WORK SCOPE FOR YOUR CONSIDERATION:

WORK SCOPE:

Contractor will mow the following:

- Area outlined in pink on the attached map will be mowed (approximately 16 acres)
- Area outlined in yellow on the attached map will be brush hogged (approximately 35 acres)

NOTES:

- Nonorganic debris can be hauled off at an additional disposal cost, or left behind if needed

WE HEREBY SUBMIT PRICING BASED ON THE WORK SCOPE ABOVE:

JOB COST TOTAL (NOT INCLUDING SALES TAX):	\$17,000.00
---	--------------------

IF TAX EXEMPT PLEASE SUBMIT CERTIFICATE TO ap@spurlineconstruction.com WITH SIGNED PROPOSAL.

PAYMENT TO BE MADE AS FOLLOWS:

TERMS: DUE UPON RECEIPT OF INVOICE

Accepted PROPOSAL

SPUR LINE CONSTRUCTION IS AUTHORIZED TO COMPLETE THE WORK OUTLINED IN THE ABOVE PROPOSAL AND AT THE PRICING INCLUDED.

AUTHORIZED SIGNATURE:

* PLEASE ATTACH A COPY OF PO IF APPLICABLE



3c

33

Craig's Mowing & Landscape

6 Gibson ST
Oakfield NY 14125

Estimate

Date	Estimate #
3/7/2024	74

Name / Address
Genesee County Economic development Centr Emma Finch

			Project
Description	Qty	Rate	Total
Mowing 805 leweston per trip	1	80.00	80.00
Mowing 6725 Crosby per trip	1	45.00	45.00
Mowing 6620 Crosby per trip	1	55.00	55.00
Mowing 6608 Crosby per trip	1	50.00	50.00
Mowing 6590 Crosby per trip	1	50.00	50.00
Mowing 6576 Crosby per trip	1	45.00	45.00
Mowing 6561 Crosby per trip	1	60.00	60.00
Mowing 8750 Ag Park Drive per trip	1	95.00	95.00
Mowing 99 MedTech Drive per trip	1	140.00	140.00
Brush Hogging 35 acres	1	3,300.00	3,300.00
Brush Hogging 16 acres	1	1,500.00	1,500.00
		\$ 4800	
Subtotal			\$5,420.00
Sales Tax (8.0%)			\$0.00
Total			\$5,420.00

3c

34

Estimate

S & S EXCAVATING & BLACKTOP, INC.
 2164 ANGLING ROAD
 CORFU, NY 14036

Name/Address
gcedc 99 med tech dr. suite 106 batavia, ny 14020

Date	Estimate No.	Project
03/15/24	340	

Item	Description	Quantity	Cost	Total
LAWN SERVICE	GCEDC quote request for mowing/brush hogging at the STAMP site in Alabama, NY: Contractor will mow the following: 1. Area outlined in pink on the attached map will be mowed (approximately 16 acres) 2. Area outline in yellow will be brush hogged (approximately 35 acres) All areas are east of the power line. There is no mowing or brush hogging allowed on the western side of th power line. Contractor will need to meet with CC Environment and Planning on site to ensure that the wetland area and buffer are not mowed or brush hogged		4,850.00	4,850.00
	FIELD IS EXTREMELY RUTTED LOOKS TO BE A FIELD THAT WAS PLOWED AND NEVER DISC WILL TAKE DOUBLE THE TIME TO MOW.		8.00%	0.00
			Total	\$4,850.00

30

35

C2 Enterprise LLC
Dbas Scalia's Landscape
8106 State Street Road
Batavia, New York 14020
585-343-3106
coltoncole7@outlook.com
laurie.graham@rochester.rr.com

CONTRACT SUBMITTED TO:	PHONE:	DATE:
GCE Development Center 99 Med Tech Dr. Suite 106 Batavia, New York 14020 Attn: efinch@gcedc.com	(585) 343-4866	3/5/24

Re: Lawn Maintenance 2024 – Stamp Site

WE HEREBY SUBMIT SPECIFICATIONS AND ESTIMATES FOR:

Lawn mowing and weed whacking and brush hogging the following properties throughout the 2024 lawn maintenance season April - October

- 805 Lewiston Rd	\$60.00 per mow
- 6608 Crosby Rd.	\$55.00 per mow
- 6561 Crosby Rd.	\$55.00 per mow
- 6576 Crosby Rd.	\$55.00 per mow
- 6590 Crosby Rd.	\$55.00 per mow
- 6620 Crosby Rd.	\$55.00 per mow
- 6725 Crosby Rd.	\$55.00 per mow

- Per furnished map

- Pink area (Aprox. 16 acres) \$1600.00 - per

- Yellow area (Aprox. 35 acres) \$ 2500.00 – per brush hogging

WE HEREBY PROPOSE TO FURNISH MATERIAL AND LABOR IN COMPLETE ACCORDANCE WITH THE ABOVE SPECIFICATIONS FOR THE AMOUNT OF As stated above.

SALES TAX WILL BE ADDED WHERE APPLICABLE UNLESS OTHERWISE STATED.

SUM: per mowing / brush hogging

PAYMENT AS FOLLOWS: Monthly net 30 days.

ALL MATERIAL IS GUARANTEED TO BE AS SPECIFIED. ALL WORK WILL BE COMPLETED IN A WORKMANLIKE MANNER ACCORDING TO STANDARD PRACTICES. ANY ALTERATIONS OR DEVIATION FROM THE ABOVE SPECIFICATIONS INVOLVING EXTRA COSTS WILL BE EXECUTED ONLY UPON WRITTEN CHANGE ORDER AND WILL BECOME AN EXTRA CHARGE OVER AND ABOVE THIS ESTIMATE. ALL AGREEMENTS ARE CONTINGENT UPON STRIKES, ACCIDENTS OR DELAYS BEYOND OUR CONTROL. THE OWNER WILL CARRY FIRE, TORNADO AND OTHER NECESSARY INSURANCE. OUR WORKERS ARE FULLY COVERED BY WORKMAN'S COMPENSATION INSURANCE AND A CERTIFICATE WILL BE PROVIDED FOR YOU UPON REQUEST.

ACCEPTANCE OF CONTRACT: THE ABOVE PRICES, SPECIFICATIONS AND CONDITIONS ARE SATISFACTORY AND ARE HEREBY ACCEPTED. YOU ARE AUTHORIZED TO DO THE WORK AS SPECIFIED. PAYMENT WILL BE MADE AS OUTLINED ABOVE.

SCALIA'S LANDSCAPE: Colton Cole

CUSTOMER SIGNATURE: _____

ACCEPTANCE DATE: _____