



**Meeting Agenda – STAMP Committee**  
 Genesee County Economic Development Center  
 Wednesday, December 2, 2020  
 Location: Electronically  
 9:00 a.m.

Page #’s	Topic	Discussion Leader	Desired Outcome
	<b>1. Call to Order – Enter Public Session</b>  Because of the Novel Coronavirus (COVID-19) Emergency and State and Federal bans on large meetings or gatherings and pursuant to Governor Cuomo’s Executive Order 202.1 issued on March 12, 2020 suspending the Open Meetings Law, this Meeting is being held electronically via conference call / video conference instead of a public meeting open for the public to attend in person.	A. Young	
	<b>2a. Executive Session</b> 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.  <b>2b. Enter Public Session</b>	A. Young	
2-4	<b>3. Chairman’s Report &amp; Activities</b>  3a. Agenda Additions / Deletions / Other Business  3b. Minutes: October 27, 2020	A. Young	Vote
5-10 11-13 14-20	<b>4. Discussions / Official Recommendations to the Board:</b>  4a. Infrastructure / Construction Update  4b. Clark Patterson Lee Bid Package Proposal  4c. First Amendment to MOU with Niagara County Water District  4d. e3communications STAMP Public Relations Contract	M. Masse M. Masse M. Masse J. Krencik	Discussion Disc / Vote Disc / Vote Disc / Vote
	5. Adjournment	A. Young	Vote



**GCEDC STAMP Committee Meeting**

**Tuesday, October 27, 2020**

**Location: Electronically**

**10:30 a.m.**

**MINUTES**

**ATTENDANCE**

Committee Members: A. Young, C. Yunker, A. Vanderhoof  
 Staff: M. Masse, L. Casey, J. Krencik, C. Suozzi, S. Hyde  
 Guests:  
 Absent: P. Zelif

**1. Call to Order / Enter Public Session**

A. Young called the meeting to order at 10:37 a.m. via conference call / video conference.

Because of the Novel Coronavirus (COVID-19) Emergency and State and Federal bans on large meetings or gatherings and pursuant to Governor Cuomo’s Executive Order 202.1 issued on March 12, 2020 suspending the Open Meetings Law, this Meeting is being held electronically via conference call instead of a public meeting open for the public to attend in person.

**2. Executive Session**

C. Yunker made a motion to enter executive session under the Public Officers Law, Article 7, Open Meetings Law Section 105, at 10:37 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 A. Vanderhoof and approved by all members present.

**Re-Enter Public Session**

C. Yunker made a motion to enter back into public session at 10:49 a.m., seconded by A. Vanderhoof and approved by all.

C. Suozzi left the meeting.

**3. Chairman’s Report & Activities**

**3a. Agenda Additions / Other Business** – Nothing at this time.

**3b. Minutes: August 4, 2020**

3b

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**C. Yunker made a motion to approve the August 4, 2020 minutes; the motion was seconded by A. Vanderhoof. Roll call resulted as follows:**

- P. Zeliff - Absent
- A. Young - Yes
- C. Yunker - Yes
- A. Vanderhoof- Yes

**The item was approved as presented.**

**4. Discussions / Official Recommendations to the Board:**

**4a. CRA National Grid Power Line Re-Route** – National Grid has completed their design and engineering on the 115 kv line re-route at the STAMP site. The next step is to agree upon a CRA with National Grid to move forward with the construction of the re-route. National Grid is currently completing a “rebuild” of the Lockport Line 112 115 kv line and is providing a credit against the cost for what they would have paid for the rebuild of that section of the line. Based on recent discussions with GLS site selectors, they have identified the re-routing of this line as a priority to enable the marketability of the North Campus site.

Fund commitment: \$5,129,900 included in the \$33 million. This commitment is inclusive of the National Grid credit.

**A. Vanderhoof made a motion to recommend to the full Board authorization to execute the CRA with National Grid, not to exceed \$5,129,900; the motion was seconded by C. Yunker. Roll call resulted as follows:**

- P. Zeliff - Absent
- A. Young - Yes
- C. Yunker - Yes
- A. Vanderhoof- Yes

**The item was approved as presented.**

**4b. Niagara County Water District – Additional Contract** – In March of 2019 the GCEDC and the NCWD approved a proposal from Wendel Engineering (NCWD’s engineer) to complete the design, engineering, permitting and identification of rights of way to be able to supply up to 6 mgd to the Genesee-Niagara County line, as well as the legal expenses of their attorney (Seaman Norris) in connection with the proposal. Wendel has completed the design work at a 60% level and held a meeting with the GCEDC and CPL to discuss the status. One of the open items that was not included in the scope of work was furthering the electrical design as there were too many variables to be able to take that work past 30% until the other design and engineering was completed. The GCEDC and CPL met with Wendel and discussed the open options on the electrical and which direction would make the most sense for both parties. Based on that discussion, Wendel has provided a proposal to take the electrical design from 30% to 100%. NCWD has already approved this proposal at their October 15<sup>th</sup> meeting, contingent upon an amendment to the existing MOU.

Fund commitment: Not to exceed \$169,000 from the \$8 million NYS award.

C. Yunker made a motion to recommend to the full Board authorization to execute an amended MOU with NCWD to perform the scope of work outlined in the proposal included in the Committee materials, not to exceed \$169,000; the motion was seconded by A. Vanderhoof. Roll call resulted as follows:

P. Zeliff - Absent  
A. Young - Yes  
C. Yunker - Yes  
A. Vanderhoof- Yes

The item was approved as presented.

**5. Adjournment**

As there was no further business, C. Yunker made a motion to adjourn at 10:27 a.m., seconded by A. Vanderhoof and passed unanimously.

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Mark Masse

**STAMP Committee  
December 1, 2020**

**\$33 million approval:**

**Clark Patterson Lee Proposal for preparation of bid package for force main at STAMP**

**Discussion:** The process of the SPDES permit and USFWS permit are nearing completion and we would like to go out to bid for the construction of approximately 44,750 linear feet of 18 inch PVC and 20 inch HDPE pipe from the STAMP site to the direct discharge at Oak Orchard Creek. This project would be split into three bids (see the attached map and cost estimate).

**Fund Commitment:** Not to exceed \$22,000 from the \$33 million NYS award.

**Committee Action request:** Recommend approval of the proposal from Clark Patterson Lee to prepare the bid packages for the construction of the force main.



November 20, 2020

Mark Masse, Senior Vice President of Operations  
Genesee County Economic Development Center  
99 Med Tech Drive, Suite 106  
Batavia, NY 14020

**RE: STAMP WASTEWATER FORCE MAIN BIDDING  
PROPOSAL FOR ENGINEERING SERVICES**

Dear Mark:

We are pleased to submit our proposal for engineering services related to bidding of the Wastewater Force Main for the STAMP site, located in the Town of Alabama.

Our proposal is based on our intimate knowledge of the STAMP project and our significant involvement in its development over the past approximately eleven years. In accordance with the attached concept map and estimates, we plan to break this large project (44,750 LF and \$9.8M estimated construction cost) into three parts for construction. Our proposal assumes that the Force Main will be bid as 3 separate contracts during one bidding process.

The tasks performed as part of this proposal will be completed in accordance with similar tasks performed by CPL for other STAMP subprojects and other GCEDC/GGLDC Shovel Ready projects.

**Bidding (for each contract)**

Provide up to twenty (20) sets of plans, specifications, and contract documents to be issued to prospective bidders.

During the bidding period, we will respond to bidders' questions and issue any addenda required for the interpretation and clarification of the bidding documents.

We will attend the bid opening, review bids for compliance with the bid requirements and mathematical correctness, prepare a bid tabulation, investigate bidders' qualifications, and prepare a written recommendation for the award of the contract.



### Proposed Fees

The attached "STAMP Force Main Bidding Engineering Fee Estimate" provides a breakdown of our proposed Scope of Work for this project, including Phases, Tasks, Man-Hours, and Fees. A summary of the proposed Tasks and Fees is provided as follows.

<b>Task</b>	<b>Fee</b>
1. <u>Bidding</u>	<u>\$22,000</u>
<b>Total</b>	<b>\$22,000</b>

We appreciate the opportunity to submit our proposal and welcome the opportunity to assist you with this bidding effort. Upon your review, should you have any questions, please contact me at (585) 402-7595.

Very truly yours,

CPL

Thomas A. Carpenter, P.E.  
Vice President

Enclosures

### Authorization By:

Signature: \_\_\_\_\_  
GCEDC/GGLDC

Date: \_\_\_\_\_

STAMP Force Main Bidding  
 Engineering Fee Estimate  
 Date: 11/20/2020

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Tasks	Man-Hours										Fee	
	Resource Principal	Principal	Sr Proj Managers	Project Managers	Engineers	Drafters	Surveyor	Inspector				
1. Bidding												
Bidding Document Reproduction Expenses												\$ 5,000.00
Bidding Administration	0	12	4	33	74	20	0	0	0	0	0	\$ 17,055.00
<i>Subtotal</i>	0	12	4	33	74	20	0	0	0	0	0	\$ 22,055.00
<b>Total</b>												\$ 22,055.00

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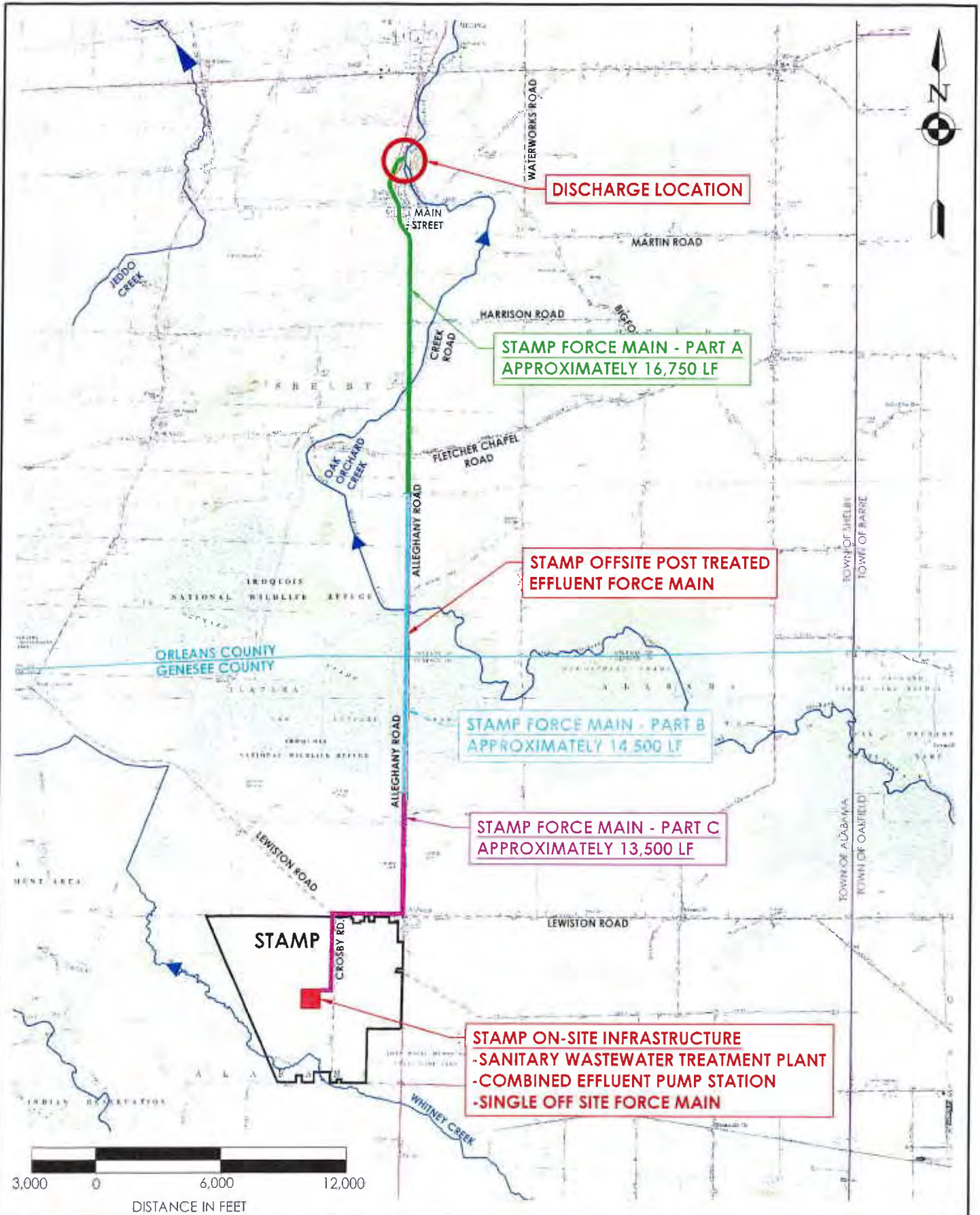


Plotted By: Andrew Rosa

Date last updated: 6/5/2020 3:03 PM

Date last received: 5/27/2020 3:04 PM

Drawing Name: J:\PROJECTS\GENESEE\STAMP\05\_05\_Force Main Discharge Location.dwg



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 ROCHESTER, NEW YORK 14604  
 TEL (800) 274-9000  
 FAX (585) 232-5836  
 www.clarkpatterson.com

**Clark Patterson Lee**  
 ARCHITECTURE | ENGINEERING | PLANNING

DATE: 1/2/20  
 DRAWN: NLC  
 CHECKED: XXX  
 SCALE: 1"=6,000'  
 PROJ. #: XXXX.XX

SANITARY EFFLUENT DISCHARGE LOCATION MAP

GENESEEE COUNTY ECONOMIC DEVELOPMENT CENTER  
 STAMP OFFSITE POST TREATED EFFLUENT FORCE MAIN

TOWN OF ALABAMA, NEW YORK STATE

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GCEDC  
STAMP - Offsite Sewer FM Estimate  
October 30, 2020

Part A: Discharge Location #1 to Northern Limit of INWR

Item	Description	Quantity	Unit	Estimated Unit Cost	Total Estimated Cost
1	Mobilization (not to exceed 3%)	1	LS	\$ 77,000.00	\$ 77,000.00
2	Maintenance and Protection of Traffic (not to exceed 3%)	1	LS	\$ 77,000.00	\$ 77,000.00
3	Erosion Control	1	LS	\$ 25,800.00	\$ 25,800.00
4	Rock Removal	500	CY	\$ 150.00	\$ 75,000.00
5	18" Dia. DR-18 PVC Sanitary Sewer Force Main	16,750	LF	\$ 150.00	\$ 2,512,500.00

Total Part A Construction Cost Estimate = \$ 2,767,300.00 \$ 165.21 /LF

Part B: Northern Limit of INWR to Southern Limit of INWR

Item	Description	Quantity	Unit	Estimated Unit Cost	Total Estimated Cost
1	Mobilization (not to exceed 3%)	1	LS	\$ 133,000.00	\$ 133,000.00
2	Maintenance and Protection of Traffic (not to exceed 3%)	1	LS	\$ 133,000.00	\$ 133,000.00
3	Erosion Control	1	LS	\$ 44,300.00	\$ 44,300.00
4	Rock Removal	100	CY	\$ 150.00	\$ 15,000.00
5	20" Dia. HDPE Sanitary Sewer Main (HDD)	14,500	LF	\$ 305.00	\$ 4,422,500.00

Total Part B Construction Cost Estimate = \$ 4,747,800.00 \$ 327.43 /LF

Part C: Southern Limit of INWR to STAMP Pump Station

Item	Description	Quantity	Unit	Estimated Unit Cost	Total Estimated Cost
1	Mobilization (not to exceed 3%)	1	LS	\$ 63,000.00	\$ 63,000.00
2	Maintenance and Protection of Traffic (not to exceed 3%)	1	LS	\$ 63,000.00	\$ 63,000.00
3	Erosion Control	1	LS	\$ 21,000.00	\$ 21,000.00
4	Rock Removal	500	CY	\$ 150.00	\$ 75,000.00
5	18" Dia. DR-18 PVC Sanitary Sewer Force Main	13,500	LF	\$ 150.00	\$ 2,025,000.00

Total Part C Construction Cost Estimate = \$ 2,247,000.00 \$ 166.44 /LF

Total Construction Cost = \$ 9,762,100.00

Construction Contingency (10%) = \$ 976,200.00

Construction Engineering & inspection (10%) = \$ 976,200.00

Other Administration (2%) = \$ 195,200.00

Total Capital Cost = \$ 11,910,000.00

## **First Amendment to MOU with Niagara County Water District (NCWD)**

**Discussion:** In March of 2019 the GCEDC and the NCWD approved a proposal from Wendel Engineering (NCWD's engineer) to complete the design, engineering, permitting and identification of rights of way to be able to supply up to 6 mgd to the Genesee-Niagara County line, as well as the legal expenses of their attorney (Seaman Norris) in connection with the proposal. Wendel has completed the design work at a 60% level and held a meeting with the GCEDC and CPL to discuss the status. They Board previously approved the \$169,000 contract with Wendel. We are now seeking approval on the \$2,500 to Seaman Norris, LLPC

**Fund Commitment:** Not to exceed \$2,500 from the \$8 million NYS award.

**Committee Action request:** Recommend approval of executing the amended MOU with NCWD to perform the scope of work described in the attached proposal.

**FIRST AMENDMENT  
TO AGREEMENT**

**WHEREAS**, the Niagara County Water District ("NCWD"), the Genesee County Economic Development Center ("GCEDC"), Wendel WD Architecture, Engineering, Surveying and Landscape Architecture PC ("Wendel"), and Seaman Norris LLP entered into an Agreement dated May 5, 2019 concerning the provision of certain professional services, and the reimbursement concerning the same, pertaining to the possible supply of water by the NCWD to the STAMP site in Alabama, New York (the "Agreement"), and

**WHEREAS**, the parties wish to amend the scope of services to be provided under the Agreement, and the compensation for such additional services,

**NOW THEREFORE,**

The parties hereby agree as follows:

1) The scope of services to be provided under the Agreement is hereby amended to include engineering services to be performed by Wendel for the NCWD for Electrical Service Upgrade as outlined in a proposal from Wendel to the NCWD dated October 15, 2020.

2) The expenses to be reimbursed to the NCWD by GCEDC shall be increased by \$169,000.00 for services to be provided by Wendel and \$2,500.00 for services to be provided by Seaman Norris LLP.


3) All other terms and conditions of the Agreement remain the same.

IN WITNESS WHEREOF, the parties hereto have executed this  
First Amendment to Agreement as of the \_\_\_\_\_ day of \_\_\_\_\_,  
2020.

**Genesee County Economic Development Center**

By: \_\_\_\_\_  
Name: Steven G. Hyde,  
Title: President & CEO


**Niagara County Water District**

By:   
Name: Jennifer H. Bieber,  
Title: Administrative Director

**Wendel WD Architecture, Engineering,  
Surveying & Landscape Architecture, PC**

By: \_\_\_\_\_  
Name: Jesse F. Wendell  
Title: Principal

**Seaman Norris LLP**

By:   
Name: Daniel E. Seaman  
Title: Partner

Committee Report for December 1, 2020

Jim Krencik, Director of Marketing & Communications

**E3communications WNY STAMP Public Relations and Social Media Services Contract**

**Discussion:** e3communications, a professional media and public relations firm/ consultant supports the Genesee County Economic Development Center's STAMP project through active stakeholder public relations services. In 2020, assistance supported all levels of STAMP planning, sales and marketing.

e3communications also maintains and expands dedicated social media channels to promote and market WNY STAMP to various audiences, including those in economic development, workforce and higher education among others. This content also supports the GCEDC's sales and marketing activities for the STAMP site, including directly with active sales leads.

**Fund Commitment:** \$24,000 fund commitment. Funding is available and budgeted in the 2021 GCEDC Operations/ Marketing budget; and a National Grid grant has been requested to reimburse the agency for 25% of the contract amount.

**Board Action Request:** A renewal of services for the Jan. 1, 2021 to Dec. 31, 2021 period at the 2020 funding level of \$24,000 per year.

memo



Jim Krencik, Director of Marketing and Communications

Earl Wells and Brendan Hoare, e3communications

November 23, 2020

Recap of PR and Social Media for 2020

**Recap of 2020 activities and highlights:**

It was another extremely busy year for the GCEDC and e3communications regarding our public relations and social media activities. Despite the current pandemic, our activities have not slowed down which is reflective of the positive economic development climate in Genesee County.

We anticipate that before the end of 2020, e3communications will have written and distributed over 50 press releases, statements and media alerts on a wide range of subjects, including board meetings and other announcements from the agency. Among some of the highlights included:

- The launch of the Genesee County Economic Development Recovery Task Force that was created to provide guidance to businesses navigating through the pandemic.
- Coordinated media opportunities related to phase-3 re-opening of businesses and as part of that announcement the release of results from a survey of the business community.
- Announcement about Sonwil Distribution expressing interest in building a cold storage warehouse facility at the Genesee Valley Agri-Business Park.
- Various announcements regarding the \$22.5 million Ellicott Station project.
- The continued collaboration with other local government and not for profit organizations in promoting the annual GLOW with Your Hands event.

We assisted in coordinating media events with the GCEDC and other local government partners and the office of New York State Lieutenant Governor to highlight Downtown Revitalization Initiative (DRI) projects in the city of Batavia, including Ellicott Place and 99 Main Street. These events generated significant local and regional media coverage.



United States Senator Schumer conducted a media event at STAMP to promote the Senate's passage of the National Defense Administrative Act which would earmark funding for the development of sites for semi-conductor and other advanced manufacturing facilities.

From a public policy standpoint, we assisted in drafted various materials related to the GCEDC's adoption of its Phase 1 Housing Policy. We also coordinated a meeting with Congressman Chris Jacobs to discuss federal funding opportunities for STAMP. Another example of our ongoing support for funding for STAMP is our participation in the weekly planning and strategy calls with GCEDC staff and Park Strategies.

Finally, we developed a strategy document regarding the re-launch of the STAMP South Campus and STAMP North Campus initiative. The plan was devised through information provided by SUNY Rockefeller Institute of Government (RIG) study.

These items are just a few of what was another busy and successful year as the GCEDC continues its efforts to help companies retain and create jobs as well as bring new capital investment to Genesee County.

#### **Social Media:**

e3communications managed Facebook, Twitter, and LinkedIn accounts for GCEDC, and more specifically STAMP. The pages served as a way to communicate with both the community and prospective businesses. This work consisted of:

- Weekly conference calls and nearly daily communications on items relevant to content for social media
- Creating monthly social media calendars
- Creating monthly social media analytics reports
- Video content creation ranging from short clips highlighting features of the site to longer interview clips with partner organizations
- Photographing various events
- Designing graphics for social media use

e3communications worked in coordination with GCEDC to engage partner organizations in our social media content through photos, videos, and graphics. These organizations include National Grid, Invest Buffalo Niagara, Greater Rochester Enterprise, Empire State Development, New York State Economic Development Council, Genesee County Legislature, Genesee Valley Educational Partnership, and HP Hood, among others



memo



Twitter continued to be the most successful of the social media platforms in 2020, as shown by STAMP's increase of 40 followers and 373 profile visits. Engagement on Twitter was consistently higher than on Facebook in terms of retweets/shares, favorites/likes, and impressions as our partners are more active on the platform.

We anticipate that our social media efforts will be enhanced throughout 2021 with the re-launch of STAMP North and South campuses.

**Hours and Budget Analysis:**

GCEDC

231.25 hours @ \$200 per hour = \$46,250

STAMP

183.75 hours @ \$200 per hour = \$36,750

Total Hours - 415

If you have any questions regarding the above matters please do not hesitate to contact me. Thank you!



November 23, 2020

Mark Masse, Sr. Vice President of Operations  
Genesee County Economic Development Center  
99 MedTech Drive  
Batavia, NY 14020

RE: 2020 Agreement for Public Relations and Social Media Services for the Science Technology Advanced Manufacturing Plant (STAMP)

Dear Mark:

Please find below the scope of services that e3communications is proposing to market and promote STAMP during 2021.

- Manage public relations activities and provide public relations and public affairs counsel for various issues that have the potential to impact the STAMP project including advocacy efforts to raise awareness of STAMP.
- Design and act as administrator of social media channels for STAMP, including Facebook, Twitter and Instagram.
- Write copy for a monthly calendar of social media posts, including but not limited to ongoing infrastructure work; relevant economic development information in related science, technology and advanced manufacturing sectors; advocacy efforts related to ongoing investment at STAMP; and other information.
- Provide an analytics report on a monthly basis that will demonstrate and profile users of these social media channels and what posts are generating the most interest and traffic. This latter is important for developing future posts and information as well as to assist with other marketing communications tactics to promote STAMP.
- Provide advice and counsel regarding government relations outreach.
- Participate in meetings and other communications with the members of the STAMP Committee and technical team.
- Assist in the coordination of special events (press conferences, familiarization tours, news briefings, etc.).



- Write materials for public meetings and presentations.
- Manage media relations activities to enhance the messaging as well as to announce local/regional events
- Coordinate advocacy efforts to raise the awareness of STAMP regionally, nationally, and globally.
- Continue to monitor and track and distribute relevant news articles and placements and provide monthly report of marketing and public relations activities.

All work conducted by e3communications for STAMP will be billed at a flat monthly fee of \$2,000 for a total fee of \$24,000. A description of the services will be provided in each invoice for the work conducted in that month. All terms are 30 days payment.

The terms outlined in this agreement shall remain in effect from January 1, 2021 until December 31, 2021 or until modified or terminated by either party upon thirty (30) days written or verbal notice.

e3communications pledges its confidentiality to STAMP for all work e3communications performs on behalf of STAMP.

If you are in agreement with the terms and conditions outlined above please indicate by signing below. Thank you again for the opportunity to work on behalf of the Science Technology Advanced Manufacturing Park.

Sincerely,  
e3communications

A handwritten signature in black ink, appearing to read 'Earl V. Wells III'.

Earl V. Wells III  
President



For the Genesee County Economic Development Center

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Mark Masse  
Sr. Vice President of Operations