



**Genesee Gateway Local Development Corp.**  
**Meeting Agenda**  
Thursday, March 2, 2023  
Location: 99 MedTech Drive, Innovation Zone

**PAGE#**

- |            |  |               |
|------------|--|---------------|
| <b>1.0</b> | <b>Call to Order</b>   | <b>5:35pm</b> |
| <b>2.0</b> | <b>Chairman's Report and Activities</b>  | <b>5:35pm</b> |
|            | 2.1 Upcoming Meetings:<br><b>Next Scheduled Board Meeting: Thursday, March 30<sup>th</sup> at 4 p.m.</b><br>Audit & Finance Committee Meeting: Thursday, March 30 <sup>th</sup> at 3:00 p.m. |               |
|            | 2.2 Agenda Additions/ Deletions / Other Business <b>**Vote</b>   |               |
|            | 2.3 Minutes: February 2, 2023 <b>**Vote</b>  |               |
| <b>3.0</b> | <b>Report of Management</b>  | <b>5:40pm</b> |
|            | 3.1 Nothing at this time.  |               |
| <b>4.0</b> | <b>Audit &amp; Finance Committee – D. Cunningham</b>   | <b>5:40pm</b> |
|            | 4.1 Investment Report <b>**Vote</b>  |               |
|            | 4.2 Procurement Report <b>**Vote</b>   |               |
|            | 4.3 County Mowing Contract <b>**Vote</b>   |               |
| <b>5.0</b> | <b>Governance &amp; Nominating Committee – S. Noble-Moag</b>   | <b>5:45pm</b> |
|            | 5.1 Authority Self-Evaluation of Prior Year Performance <b>**Vote</b>  |               |
|            | 5.2 Mission Statement & Measurement Report <b>**Vote</b>   |               |
| <b>6.0</b> | <b>Other Business</b>  | <b>5:50pm</b> |
|            | 6.1 Nothing at this time.  |               |
| <b>7.0</b> | <b>Adjournment</b>   | <b>5:50pm</b> |

**2-4**

**5-6**

**7-22**

**23-24**

**25**

**26-27**



**GGLDC Board Meeting**  
**Thursday, February 2, 2023**  
**Location: 99 MedTech Drive, Innovation Zone**  
**4:00 PM**

**GGLDC MINUTES**

**Attendance**

Board Members: D. Cunningham, J. Tretter, T. Felton, T. Bender, S. Noble-Moag  
Staff: C. Suozzi (Video Conference), L. Farrell, M. Masse, L. Casey, J. Krencik, S. Hyde, P. Kennett  
Guests: M. Gray (GCEDC Board Member), C. Kemp (GCEDC Board Member), M. Clattenburg (GCEDC Board Member), B. Quinn (Daily News), Linda Logan (Seneca Nation)  
Absent: C. Yunker, P. Battaglia, P. Zelif, G. Torrey

**1.0 Call to Order**

D. Cunningham called the meeting to order at 5:00 p.m. in the Innovation Zone.

**2.0 Chairman's Report and Activities**

**2.1 Upcoming Meetings:**

**Next Scheduled Board Meeting: Thursday, March 2<sup>nd</sup> at 4:00 p.m.**  
Audit & Finance Committee Meeting: Tuesday, February 28<sup>th</sup> at 8:30 a.m.

**2.2 Agenda Additions/ Deletions/ Other Business –**

**T. Felton made a motion to add agenda item 4.3 – Caccamise Loan; the motion was seconded by S. Noble-Moag. Roll call resulted as follows:**

T. Felton -	Yes	J. Tretter -	Yes
D. Cunningham -	Yes	P. Battaglia -	Absent
C. Yunker -	Absent	T. Bender -	Yes
G. Torrey -	Absent	P. Zelif -	Absent
S. Noble-Moag -	Yes		

**The item was added to the agenda.**

**2.3 Minutes: January 12, 2023**

**J. Tretter made a motion to approve the January 12, 2023 minutes; the motion was seconded by T. Felton. Roll call resulted as follows:**

T. Felton -	Yes	J. Tretter -	Yes
D. Cunningham -	Yes	P. Battaglia -	Absent
C. Yunker -	Absent	T. Bender -	Yes

**DRAFT**

G. Torrey - Absent      P. Zeliff - Absent  
S. Noble-Moag - Yes

**The item was approved as presented.**

**3.0 Report of Management**

**3.1 Nothing at this time.**

**4.0 Audit & Finance Committee – D. Cunningham**

**4.1 D&O Insurance Renewal** Lawley Insurance has provided us with a proposal for renewal of our current Directors & Officers/Employment Practices Liability Insurance with Travelers. The renewal price reflects a price of \$20,925 which would be split 50/50 between the GCEDC and GGLDC. This is an overall price increase of only \$2,739 (\$1,369.50/entity) compared to the current policy. The current policy expires on 2/23/2023.

Lawley did send our information to market, but noted that they received various declinations due to class of business or the recently settled claim.

The cost of this policy would be split between the GCEDC and GGLDC (\$10,462.50/entity). Each entity has included \$9,005 in their 2023 budget for this expense.

Lawley included a proposal for a mid-term re-write on cyber insurance to address the gap in coverage for the new STAMP entities. Our current carrier is not able to include the STAMP entities on our current policy due to the nature of operations. They were able to get another option for us, but retention is increased from \$10,000 to \$25,000 and the premium is double. There may be alternative options available at renewal. Given the lack of activity currently in the Water and Sewer Works Corps, staff's recommendation is to readdress this at renewal (7/1). The Committee agreed with this recommendation.

This item was recommended for approval by the Committee.

**T. Bender made a motion to approve the D & O Insurance Renewal with Travelers to be split 50/50 between the EDC and LDC as presented; the motion was seconded by J. Tretter. Roll call resulted as follows:**

T. Felton -	Yes	J. Tretter -	Yes
D. Cunningham -	Yes	P. Battaglia -	Absent
C. Yunker -	Absent	T. Bender -	Yes
G. Torrey -	Absent	P. Zeliff -	Absent
S. Noble-Moag -	Yes		

**The item was approved as presented.**

**4.2 December 2022 Unaudited Financial Statements** - L. Farrell reviewed the December 2022 unaudited financial statements with the Board. The following was noted:

- Accounts payable decreased. The MedTech Centre Property Management Fee and Economic Development Support Grant was paid to the EDC for the 4<sup>th</sup> quarter.
- Unearned revenue increased mostly due to MedTech Centre tenants making January payments in advance.

**DRAFT**

- About \$108,000 was recorded as CDBG/Genesee CARES grant revenue. Grant funds were disbursed to the participants and program delivery/administration fees were paid to H. Sicherman & Co.
- Regular monthly activity.

The financial statements were reviewed in detail by the Committee and are recommended for approval.

**S. Noble-Moag made a motion to accept the December 2022 Unaudited Financial Statements as presented; the motion was seconded by T. Felton. Roll call resulted as follows:**

T. Felton -	Yes	J. Tretter -	Yes
D. Cunningham -	Yes	P. Battaglia -	Absent
C. Yunker -	Absent	T. Bender -	Yes
G. Torrey -	Absent	P. Zelif -	Absent
S. Noble-Moag -	Yes		

**The item was approved as presented.**

**4.3 Caccamise Loan** – After review and discussion regarding the status of this loan, the Committee gave guidance to staff to write off the Caccamise loan as uncollectible.

This item was recommended for approval by the Committee.

**S. Noble-Moag made a motion to approve writing-off the remaining balance of the Caccamise loan as uncollectible; the motion was seconded by J. Tretter. Roll call resulted as follows:**

T. Felton -	Yes	J. Tretter -	Yes
D. Cunningham -	Yes	P. Battaglia -	Absent
C. Yunker -	Absent	T. Bender -	Yes
G. Torrey -	Absent	P. Zelif -	Absent
S. Noble-Moag -	Yes		

**The item was approved as presented.**

**5.0 Governance & Nominating Committee – S. Noble-Moag**

**5.1 Nothing at this time.**

**6.0 Other Business**

**6.1 Nothing at this time.**

**7.0 Adjournment**

As there was no further business, T. Felton made a motion to adjourn at 5:05 p.m., which was seconded by J. Tretter and passed unanimously.

4.1

# Genesee Gateway Local Development Corporation (GGLDC)

Annual Investment Report

For the year ended December 31, 2022

## Purpose of the Report:

Under Section 2925(6) of the Public Authorities Law, the GGLDC and its affiliates are required to prepare and approve an Annual Investment Report. The schedule below was approved by the Board on **March 2, 2023**.

Bank	Type	Account Description	12/31/22 G/L Balance	12/31/22 Bank Balance	Interest Rate
Bank of Castile	Checking	GGLDC Primary Checking	\$49,950.83	\$204,343.04	0.07%
Bank of Castile	Money Market	GGLDC - Ag Park	\$609.95	\$609.95	0.07%
Bank of Castile	Savings	GGLDC Primary Savings	\$2,676,529.77	\$2,676,529.77	0.08%
Five Star Bank	Checking	GGLDC Debt Serv. - USDA Auto With.	\$46,033.67	\$46,033.67	0.03%
Five Star Bank	Checking	GGLDC Reserve- Debt Sinking Fund	\$188,093.43	\$188,093.43	0.04%
Five Star Bank	Checking	GGLDC FWT Reserve	\$1,007.05	\$1,007.05	0.02%

As of December 31, 2022, cash balances were fully collateralized. The funds currently on deposit with The Bank of Castile are secured by investments held with The Bank of New York Mellon . The GGLDC generated \$2,508 of interest income for the period January 1, 2022 through December 31, 2022.

\*No fees or commissions were paid.

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# Genesee Agri-Business, LLC (GABLLC)

Annual Investment Report

For the year ended December 31, 2022

## Purpose of the Report:

Under Section 2925(6) of the Public Authorities Law, the GABLLC and its affiliates are required to prepare and approve an Annual Investment Report. The schedule below was approved by the Board on **March 2, 2023**.

Bank	Type	Account Description	12/31/22 G/L Balance	12/31/22 Bank Balance	Interest Rate
Bank of Castile	Checking	GABLLC - Checking	\$2,480.23	\$2,480.23	0.00%
Bank of Castile	Savings	GABLLC, Savings	\$2,576,176.70	\$2,576,176.70	0.08%

As of December 31, 2022, cash balances of \$2,326,177 were not secured by FDIC insurance or a pledge of eligible securities. The GABLLC generated \$2,041 of interest income for the period January 1, 2022 through December 31, 2022.

\*No fees or commissions were paid.

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Procurement Report for Genesee Gateway Local Development Corporation

Fiscal Year Ending: 12/31/2022

Run Date: 02/24/2023  
Status: UNSUBMITTED  
Certified Date : N/A

**Procurement Information:**

Question	Response	URL (If Applicable)
1. Does the Authority have procurement guidelines?	Yes	<a href="https://www.gcedc.com/news/local-development-corp-ggldc/ggldc-reports">https://www.gcedc.com/news/local-development-corp-ggldc/ggldc-reports</a>
2. Are the procurement guidelines reviewed annually, amended if needed, and approved by the Board?	Yes	
3. Does the Authority allow for exceptions to the procurement guidelines?	No	
4. Does the Authority assign credit cards to employees for travel and/or business purchases?	No	
5. Does the Authority require prospective bidders to sign a non-collusion agreement?	Yes	
6. Does the Authority incorporate a summary of its procurement policies and prohibitions in its solicitation of proposals, bid documents, or specifications for procurement contracts?	Yes	
7. Did the Authority designate a person or persons to serve as the authorized contact on a specific procurement, in accordance with Section 139-j(2)(a) of the State Finance Law, "The Procurement Lobbying Act"?	Yes	
8. Did the Authority determine that a vendor had impermissible contact during a procurement or attempted to influence the procurement during the reporting period, in accordance with Section 139-j(10) of the State Finance Law?	No	
8a. If Yes, was a record made of this impermissible contact?		
9. Does the Authority have a process to review and investigate allegations of impermissible contact during a procurement, and to impose sanctions in instances where violations have occurred, in accordance with Section 139-j(9) of the State Finance Law?	Yes	

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Procurement Report for Genesee Gateway Local Development Corporation

Fiscal Year Ending: 12/31/2022

Run Date: 02/24/2023  
Status: UNSUBMITTED  
Certified Date : N/A

**Procurement Transactions Listing:**

<b>1. Vendor Name</b>	CCS of Western New York	<b>Address Line1</b>	116 Main Street
<b>Type of Procurement</b>	Design and Construction/Maintenance	<b>Address Line2</b>	
<b>Award Process</b>	Non Contract Procurement/Purchase Order	<b>City</b>	DEPEW
<b>Award Date</b>		<b>State</b>	NY
<b>End Date</b>		<b>Postal Code</b>	14043
<b>Fair Market Value</b>		<b>Plus 4</b>	
<b>Amount</b>		<b>Province/Region</b>	
<b>Amount Expended For Fiscal Year</b>	\$1,694.64	<b>Country</b>	United States
<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	Floor Waxing - Common Areas and Bathrooms at MedTech Centre

<b>2. Vendor Name</b>	CCS of Western New York	<b>Address Line1</b>	116 Main Street
<b>Type of Procurement</b>	Commodities/Supplies	<b>Address Line2</b>	
<b>Award Process</b>	Non Contract Procurement/Purchase Order	<b>City</b>	DEPEW
<b>Award Date</b>		<b>State</b>	NY
<b>End Date</b>		<b>Postal Code</b>	14043
<b>Fair Market Value</b>		<b>Plus 4</b>	
<b>Amount</b>		<b>Province/Region</b>	
<b>Amount Expended For Fiscal Year</b>	\$802.45	<b>Country</b>	United States
<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	Cleaning Supplies - 2022

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Procurement Report for Genesee Gateway Local Development Corporation

Fiscal Year Ending: 12/31/2022

Run Date: 02/24/2023  
Status: UNSUBMITTED  
Certified Date : N/A

<b>3. Vendor Name</b>	CCS of Western New York	<b>Address Line1</b>	116 Main Street
<b>Type of Procurement</b>	Commodities/Supplies	<b>Address Line2</b>	
<b>Award Process</b>	Non Contract Procurement/Purchase Order	<b>City</b>	DEPEW
<b>Award Date</b>		<b>State</b>	NY
<b>End Date</b>		<b>Postal Code</b>	14043
<b>Fair Market Value</b>		<b>Plus 4</b>	
<b>Amount</b>		<b>Province/Region</b>	
<b>Amount Expended For Fiscal Year</b>	\$89.70	<b>Country</b>	United States
<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	Cleaning Supplies - 2021

<b>4. Vendor Name</b>	CCS of Western New York	<b>Address Line1</b>	116 Main Street
<b>Type of Procurement</b>	Other	<b>Address Line2</b>	
<b>Award Process</b>	Authority Contract - Non-Competitive Bid	<b>City</b>	DEPEW
<b>Award Date</b>	12/2/2021	<b>State</b>	NY
<b>End Date</b>	12/31/2022	<b>Postal Code</b>	14043
<b>Fair Market Value</b>	\$13,606.44	<b>Plus 4</b>	
<b>Amount</b>	\$13,606.44	<b>Province/Region</b>	
<b>Amount Expended For Fiscal Year</b>	\$13,606.44	<b>Country</b>	United States
<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	Cleaning Services -2022

Procurement Report for Genesee Gateway Local Development Corporation

Fiscal Year Ending: 12/31/2022

Run Date: 02/24/2023  
Status: UNSUBMITTED  
Certified Date : N/A

<b>5. Vendor Name</b>	CCS of Western New York	<b>Address Line1</b>	116 Main Street
<b>Type of Procurement</b>	Other	<b>Address Line2</b>	
<b>Award Process</b>	Authority Contract - Non-Competitive Bid	<b>City</b>	DEPEW
<b>Award Date</b>	12/3/2020	<b>State</b>	NY
<b>End Date</b>	12/31/2021	<b>Postal Code</b>	14043
<b>Fair Market Value</b>	\$12,958.56	<b>Plus 4</b>	
<b>Amount</b>	\$12,958.56	<b>Province/Region</b>	
<b>Amount Expended For Fiscal Year</b>	\$1,079.88	<b>Country</b>	United States
<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	Cleaning Services -2021

<b>6. Vendor Name</b>	Clark Patterson Lee	<b>Address Line1</b>	205 Saint Paul Street
<b>Type of Procurement</b>	Design and Construction/Maintenance	<b>Address Line2</b>	Suite 500
<b>Award Process</b>	Authority Contract - Non-Competitive Bid	<b>City</b>	ROCHESTER
<b>Award Date</b>	8/5/2021	<b>State</b>	NY
<b>End Date</b>		<b>Postal Code</b>	14604
<b>Fair Market Value</b>	\$17,800.00	<b>Plus 4</b>	
<b>Amount</b>	\$17,800.00	<b>Province/Region</b>	
<b>Amount Expended For Fiscal Year</b>	\$3,800.00	<b>Country</b>	United States
<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	Ag Park Pond Relocation

Procurement Report for Genesee Gateway Local Development Corporation

Fiscal Year Ending: 12/31/2022

Run Date: 02/24/2023  
Status: UNSUBMITTED  
Certified Date : N/A

<b>7. Vendor Name</b>	Genesee County Economic Development Center	<b>Address Line1</b>	99 MedTech Drive
<b>Type of Procurement</b>	Other	<b>Address Line2</b>	Suite 106
<b>Award Process</b>	Authority Contract - Non-Competitive Bid	<b>City</b>	BATAVIA
<b>Award Date</b>	10/28/2021	<b>State</b>	NY
<b>End Date</b>	12/31/2022	<b>Postal Code</b>	14020
<b>Fair Market Value</b>	\$300,000.00	<b>Plus 4</b>	
<b>Amount</b>	\$300,000.00	<b>Province/Region</b>	
<b>Amount Expended For Fiscal Year</b>	\$300,000.00	<b>Country</b>	United States
<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	Economic Development Program Support Grant

<b>8. Vendor Name</b>	Genesee County Economic Development Center	<b>Address Line1</b>	99 MedTech Drive
<b>Type of Procurement</b>	Other Professional Services	<b>Address Line2</b>	Suite 106
<b>Award Process</b>	Authority Contract - Non-Competitive Bid	<b>City</b>	BATAVIA
<b>Award Date</b>	10/28/2021	<b>State</b>	NY
<b>End Date</b>	12/31/2022	<b>Postal Code</b>	14020
<b>Fair Market Value</b>	\$85,192.00	<b>Plus 4</b>	
<b>Amount</b>	\$85,192.00	<b>Province/Region</b>	
<b>Amount Expended For Fiscal Year</b>	\$85,192.00	<b>Country</b>	United States
<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	MedTech Centre Property Management

4.2

Procurement Report for Genesee Gateway Local Development Corporation

Fiscal Year Ending: 12/31/2022

Run Date: 02/24/2023  
Status: UNSUBMITTED  
Certified Date : N/A

9. Vendor Name	Genesee County Highway Department	Address Line1	153 Cedar Street
Type of Procurement	Other	Address Line2	
Award Process	Authority Contract - Non-Competitive Bid	City	BATAVIA
Award Date	10/29/2020	State	NY
End Date	12/31/2021	Postal Code	14020
Fair Market Value	\$11,600.00	Plus 4	
Amount	\$11,600.00	Province/Region	
Amount Expended For Fiscal Year	\$3,150.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Mowing - 2021

10. Vendor Name	Genesee County Highway Department	Address Line1	153 Cedar Street
Type of Procurement	Other	Address Line2	
Award Process	Authority Contract - Non-Competitive Bid	City	BATAVIA
Award Date	12/2/2021	State	NY
End Date	12/31/2022	Postal Code	14020
Fair Market Value	\$10,350.00	Plus 4	
Amount	\$10,350.00	Province/Region	
Amount Expended For Fiscal Year	\$10,350.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Mowing - 2022

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Procurement Report for Genesee Gateway Local Development Corporation

Fiscal Year Ending: 12/31/2022

Run Date: 02/24/2023  
Status: UNSUBMITTED  
Certified Date : N/A

11.	<b>Vendor Name</b>	Gilligan Electric	<b>Address Line1</b>	7992 OATKA Trail
	<b>Type of Procurement</b>	Design and Construction/Maintenance	<b>Address Line2</b>	
	<b>Award Process</b>	Authority Contract - Competitive Bid	<b>City</b>	LE ROY
	<b>Award Date</b>	10/6/2022	<b>State</b>	NY
	<b>End Date</b>		<b>Postal Code</b>	14482
	<b>Fair Market Value</b>		<b>Plus 4</b>	
	<b>Amount</b>	\$15,258.00	<b>Province/Region</b>	
	<b>Amount Expended For Fiscal Year</b>	\$15,258.00	<b>Country</b>	United States
	<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	Replacement of Light Fixtures at MedTech Centre

12.	<b>Vendor Name</b>	Great Lakes Building Systems, Inc.	<b>Address Line1</b>	116 Gruner Road
	<b>Type of Procurement</b>	Design and Construction/Maintenance	<b>Address Line2</b>	
	<b>Award Process</b>	Non Contract Procurement/Purchase Order	<b>City</b>	BUFFALO
	<b>Award Date</b>		<b>State</b>	NY
	<b>End Date</b>		<b>Postal Code</b>	14227
	<b>Fair Market Value</b>		<b>Plus 4</b>	
	<b>Amount</b>		<b>Province/Region</b>	
	<b>Amount Expended For Fiscal Year</b>	\$534.66	<b>Country</b>	United States
	<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	MTC - Service Call / Repair

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Procurement Report for Genesee Gateway Local Development Corporation

Fiscal Year Ending: 12/31/2022

 Run Date: 02/24/2023  
 Status: UNSUBMITTED  
 Certified Date : N/A

13.	<b>Vendor Name</b>	Great Lakes Building Systems, Inc.	<b>Address Line1</b>	116 Gruner Road
	<b>Type of Procurement</b>	Other	<b>Address Line2</b>	
	<b>Award Process</b>	Authority Contract - Non-Competitive Bid	<b>City</b>	BUFFALO
	<b>Award Date</b>	5/5/2022	<b>State</b>	NY
	<b>End Date</b>	4/20/2023	<b>Postal Code</b>	14227
	<b>Fair Market Value</b>	\$5,925.00	<b>Plus 4</b>	
	<b>Amount</b>	\$5,925.00	<b>Province/Region</b>	
	<b>Amount Expended For Fiscal Year</b>	\$5,925.00	<b>Country</b>	United States
	<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	MTC - Gold Service Agreement

14.	<b>Vendor Name</b>	H. Sicherman & Co.	<b>Address Line1</b>	5852 Forest Creek Drive
	<b>Type of Procurement</b>	Consulting Services	<b>Address Line2</b>	
	<b>Award Process</b>	Authority Contract - Competitive Bid	<b>City</b>	EAST AMHERST
	<b>Award Date</b>	12/2/2021	<b>State</b>	NY
	<b>End Date</b>		<b>Postal Code</b>	14051
	<b>Fair Market Value</b>		<b>Plus 4</b>	
	<b>Amount</b>	\$180,000.00	<b>Province/Region</b>	
	<b>Amount Expended For Fiscal Year</b>	\$93,541.00	<b>Country</b>	United States
	<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	Grant Assistance / Consulting - Genesee CARES; Includes 12/1/22 Contract Amendment

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Procurement Report for Genesee Gateway Local Development Corporation

Fiscal Year Ending: 12/31/2022

Run Date: 02/24/2023  
Status: UNSUBMITTED  
Certified Date : N/A

15.	Vendor Name	H. Sicherman & Co.	Address Line1	5852 Forest Creek Drive
	Type of Procurement	Consulting Services	Address Line2	
	Award Process	Authority Contract - Competitive Bid	City	EAST AMHERST
	Award Date	12/2/2021	State	NY
	End Date	12/31/2022	Postal Code	14051
	Fair Market Value		Plus 4	
	Amount	\$25,000.00	Province/Region	
	Amount Expended For Fiscal Year	\$15,127.50	Country	United States
	Explain why the Fair Market Value is Less than the Amount		Procurement Description	Grant Assistance / Consulting (1/1/22 - 12/31/22)

16.	Vendor Name	H. Sicherman & Co.	Address Line1	5852 Forest Creek Drive
	Type of Procurement	Consulting Services	Address Line2	
	Award Process	Authority Contract - Non-Competitive Bid	City	EAST AMHERST
	Award Date	12/3/2020	State	NY
	End Date	12/31/2021	Postal Code	14051
	Fair Market Value	\$25,000.00	Plus 4	
	Amount	\$25,000.00	Province/Region	
	Amount Expended For Fiscal Year	\$18,678.00	Country	United States
	Explain why the Fair Market Value is Less than the Amount		Procurement Description	Grant Assistance / Consulting (1/1/21 - 12/31/21)

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Procurement Report for Genesee Gateway Local Development Corporation

Run Date: 02/24/2023  
Status: UNSUBMITTED  
Certified Date : N/A

Fiscal Year Ending: 12/31/2022

17.	<b>Vendor Name</b>	Harris Beach	<b>Address Line1</b>	99 Garnsey Road
	<b>Type of Procurement</b>	Legal Services	<b>Address Line2</b>	
	<b>Award Process</b>	Non Contract Procurement/Purchase Order	<b>City</b>	PITTSFORD
	<b>Award Date</b>		<b>State</b>	NY
	<b>End Date</b>		<b>Postal Code</b>	14534
	<b>Fair Market Value</b>		<b>Plus 4</b>	
	<b>Amount</b>		<b>Province/Region</b>	
	<b>Amount Expended For Fiscal Year</b>	\$5,095.37	<b>Country</b>	United States
	<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	Misc Legal Services

18.	<b>Vendor Name</b>	John Jakubowski	<b>Address Line1</b>	22 Haverford Lane
	<b>Type of Procurement</b>	Consulting Services	<b>Address Line2</b>	
	<b>Award Process</b>	Authority Contract - Non-Competitive Bid	<b>City</b>	WILLIAMSVILLE
	<b>Award Date</b>	8/5/2021	<b>State</b>	NY
	<b>End Date</b>	8/14/2022	<b>Postal Code</b>	14221
	<b>Fair Market Value</b>	\$29,800.00	<b>Plus 4</b>	
	<b>Amount</b>	\$29,800.00	<b>Province/Region</b>	
	<b>Amount Expended For Fiscal Year</b>	\$9,400.71	<b>Country</b>	United States
	<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	Workforce Development Consulting Services (8/15/21 - 8/14/22)

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Procurement Report for Genesee Gateway Local Development Corporation

Fiscal Year Ending: 12/31/2022

Run Date: 02/24/2023  
Status: UNSUBMITTED  
Certified Date : N/A

19. Vendor Name	Lawley	Address Line1	361 Delaware Avenue
Type of Procurement	Other	Address Line2	
Award Process	Authority Contract - Competitive Bid	City	BUFFALO
Award Date	6/2/2022	State	NY
End Date	7/1/2023	Postal Code	14202
Fair Market Value		Plus 4	
Amount	\$5,144.58	Province/Region	
Amount Expended For Fiscal Year	\$5,144.58	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Cyber Insurance

20. Vendor Name	Mostert, Manzanero & Scott, LLP	Address Line1	4 Associate Drive
Type of Procurement	Financial Services	Address Line2	
Award Process	Authority Contract - Non-Competitive Bid	City	ONEONTA
Award Date	10/28/2021	State	NY
End Date	12/31/2022	Postal Code	13820
Fair Market Value	\$10,000.00	Plus 4	
Amount	\$10,000.00	Province/Region	
Amount Expended For Fiscal Year	\$10,000.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Audit of GGLDC 2021 Financial Statements

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Procurement Report for Genesee Gateway Local Development Corporation

Run Date: 02/24/2023  
Status: UNSUBMITTED  
Certified Date : N/A

Fiscal Year Ending: 12/31/2022

21. Vendor Name	National Grid	Address Line1	5100 E Main Street
Type of Procurement	Other	Address Line2	
Award Process	Non Contract Procurement/Purchase Order	City	BATAVIA
Award Date		State	NY
End Date		Postal Code	14020
Fair Market Value		Plus 4	
Amount		Province/Region	
Amount Expended For Fiscal Year	\$17,902.08	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Electric Services

22. Vendor Name	Selective Insurance	Address Line1	PO Box 371468
Type of Procurement	Other	Address Line2	
Award Process	Authority Contract - Competitive Bid	City	PITTSBURGH
Award Date	12/2/2021	State	PA
End Date	12/31/2022	Postal Code	15250
Fair Market Value		Plus 4	
Amount	\$18,883.82	Province/Region	
Amount Expended For Fiscal Year	\$18,883.82	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Business Insurance

Procurement Report for Genesee Gateway Local Development Corporation

Fiscal Year Ending: 12/31/2022

Run Date: 02/24/2023  
Status: UNSUBMITTED  
Certified Date : N/A

<b>23. Vendor Name</b>	Travelers	<b>Address Line1</b>	P.O. Box 660317
<b>Type of Procurement</b>	Other	<b>Address Line2</b>	
<b>Award Process</b>	Authority Contract - Non-Competitive Bid	<b>City</b>	DALLAS
<b>Award Date</b>	2/3/2022	<b>State</b>	TX
<b>End Date</b>	2/23/2023	<b>Postal Code</b>	75266
<b>Fair Market Value</b>	\$9,093.00	<b>Plus 4</b>	
<b>Amount</b>	\$9,093.00	<b>Province/Region</b>	
<b>Amount Expended For Fiscal Year</b>	\$9,093.00	<b>Country</b>	United States
<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	D&O Insurance

<b>24. Vendor Name</b>	Travelers	<b>Address Line1</b>	P.O. Box 660317
<b>Type of Procurement</b>	Other	<b>Address Line2</b>	
<b>Award Process</b>	Authority Contract - Non-Competitive Bid	<b>City</b>	DALLAS
<b>Award Date</b>	2/3/2022	<b>State</b>	TX
<b>End Date</b>	2/23/2023	<b>Postal Code</b>	75266
<b>Fair Market Value</b>	\$9,093.00	<b>Plus 4</b>	
<b>Amount</b>	\$9,093.00	<b>Province/Region</b>	
<b>Amount Expended For Fiscal Year</b>	\$9,093.00	<b>Country</b>	United States
<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	D&O Insurance: GCEDC Portion; Reimbursed by the GCEDC

Procurement Report for Genesee Gateway Local Development Corporation

Fiscal Year Ending: 12/31/2022

Run Date: 02/24/2023  
Status: UNSUBMITTED  
Certified Date : N/A

25.	<b>Vendor Name</b>	Turnbull	<b>Address Line1</b>	50 Franklin Street
	<b>Type of Procurement</b>	Design and Construction/Maintenance	<b>Address Line2</b>	
	<b>Award Process</b>	Non Contract Procurement/Purchase Order	<b>City</b>	BATAVIA
	<b>Award Date</b>		<b>State</b>	NY
	<b>End Date</b>		<b>Postal Code</b>	14020
	<b>Fair Market Value</b>		<b>Plus 4</b>	
	<b>Amount</b>		<b>Province/Region</b>	
	<b>Amount Expended For Fiscal Year</b>	\$978.86	<b>Country</b>	United States
	<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	2021 HVAC Service Calls / Repairs

26.	<b>Vendor Name</b>	Turnbull	<b>Address Line1</b>	50 Franklin Street
	<b>Type of Procurement</b>	Design and Construction/Maintenance	<b>Address Line2</b>	
	<b>Award Process</b>	Non Contract Procurement/Purchase Order	<b>City</b>	BATAVIA
	<b>Award Date</b>		<b>State</b>	NY
	<b>End Date</b>		<b>Postal Code</b>	14020
	<b>Fair Market Value</b>		<b>Plus 4</b>	
	<b>Amount</b>		<b>Province/Region</b>	
	<b>Amount Expended For Fiscal Year</b>	\$9,577.60	<b>Country</b>	United States
	<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	2022 HVAC Service Calls / Repairs

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Procurement Report for Genesee Gateway Local Development Corporation

Fiscal Year Ending: 12/31/2022

Run Date: 02/24/2023  
Status: UNSUBMITTED  
Certified Date : N/A

<b>27.</b>	<b>Vendor Name</b>	Turnbull	<b>Address Line1</b>	50 Franklin Street
	<b>Type of Procurement</b>	Design and Construction/Maintenance	<b>Address Line2</b>	
	<b>Award Process</b>	Authority Contract - Non-Competitive Bid	<b>City</b>	BATAVIA
	<b>Award Date</b>	3/28/2022	<b>State</b>	NY
	<b>End Date</b>	4/1/2023	<b>Postal Code</b>	14020
	<b>Fair Market Value</b>	\$4,335.40	<b>Plus 4</b>	
	<b>Amount</b>	\$4,335.40	<b>Province/Region</b>	
	<b>Amount Expended For Fiscal Year</b>	\$4,335.40	<b>Country</b>	United States
	<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	2022 HVAC Scheduled Maintenance Contract

<b>28.</b>	<b>Vendor Name</b>	Victor Excavating, Inc.	<b>Address Line1</b>	784 Old Dutch Road
	<b>Type of Procurement</b>	Design and Construction/Maintenance	<b>Address Line2</b>	
	<b>Award Process</b>	Authority Contract - Competitive Bid	<b>City</b>	VICTOR
	<b>Award Date</b>	9/9/2021	<b>State</b>	NY
	<b>End Date</b>		<b>Postal Code</b>	14564
	<b>Fair Market Value</b>		<b>Plus 4</b>	
	<b>Amount</b>	\$96,715.00	<b>Province/Region</b>	
	<b>Amount Expended For Fiscal Year</b>	\$19,978.75	<b>Country</b>	United States
	<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	Re-route of Drainage at Ag Park; Includes 12/2/21 Change Order

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Procurement Report for Genesee Gateway Local Development Corporation

Fiscal Year Ending: 12/31/2022

Run Date: 02/24/2023

Status: UNSUBMITTED

Certified Date : N/A

Additional Comments

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**Mowing contract for MedTech and Ag Park.**

**Discussion:** The GGLDC Received a proposal for mowing of the stormwater ponds and vacant land at MedTech Centre and Ag Park for 2023. Proposal amount is from same vendor as last year and the price has increased from \$10,350 to \$10,600.

**Fund commitment:** \$10,600 from operational funds of MedTech Centre and Ag Park.

**Board action request:** Approval of mowing contract for \$10,600 with Genesee County Highway Department.



# GENESEE COUNTY HIGHWAY DEPARTMENT

153 Cedar Street  
Batavia, New York 14020  
Phone: (585) 344-8508 Fax: (585) 343-9303

Timothy J. Hens, P.E. Highway Superintendent  
David Wozniak, Deputy Superintendent  
Paul Osborn, Deputy Superintendent – Facilities, Parks, Recreation & Forestry

Jason Long  
Airport Supervisor  
Chris Klein  
Fleet Maintenance Supervisor  
Laura Wadhams, P.E.  
Assistant County Engineer  
Justin Gerace  
Assistant County Engineer - Water

November 16, 2022

GGLDC  
Attn: Mark Masse, Sr. VP of Operations, Managing Member  
99 MedTech Drive  
Suite 106  
Batavia, NY 14020

Dear Mark:

Here are the requested quotes for providing mowing services at the business parks listed below for the 2023 season:

*A. Genesee Valley Agri-Business Park -*

1. Mowing adjacent to paved roadways within park 1 time a month
2. Finish mow Rt. 5 entry sign lawn areas on a regular basis (avg. every 7-10 days)
3. Finish mow Rt. 63 entry sign lawn area on a regular basis (avg. every 7-10 days)
4. Mowing 2 retention ponds 2 times a year

*B. Upstate Med & Tech Park -*

1. Mowing adjacent to ponds and drainage channel within park 1 time a month
2. Mowing 2 retention pond 2 times a year

Mowing - @\$1,600.00 per month x 6 (May-Oct)	= \$ 9,600.00
Ponds - @\$500.00 each time per year x 2	= \$ 1,000.00
<b>2023 Upstate Med &amp; Tech, GVAB Park mowing Total</b>	<b>\$10,600.00</b>

*C. WNY Stamp Business Park*

- |   |                    |
|---|--------------------|
| 1. Mow 1 retention pond 2 times a year @ \$400.00 each time | = \$ 800.00        |
| 2. Mow Part 182 Mitigation Field 1 time between Aug 15-31   | = \$ 1,000.00      |
| <b>2023 STAMP Mowing Total</b>                              | <b>\$ 1,800.00</b> |

**2023 Mowing total for all 3 Parks minus NW Field = \$12,400.00**

*D. WNY Stamp Business Park*

- |  |               |
|--|---------------|
| 1. 2023 Mow 1x NW Field off "Patterson Road" | = \$ 1,000.00 |
|--|---------------|

If you have any questions regarding this proposal, please feel free to contact me at (585) 344-8508 ext. 3704 or via email at [paul.osborn@co.genesee.ny.us](mailto:paul.osborn@co.genesee.ny.us).

Paul A. Osborn, Genesee County Deputy Highway Superintendent

Proposal Acceptance: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_



## Authority Self-Evaluation of Prior Year Performance

**Local Public Authority Name:** Genesee Gateway Local Development Corporation (GGLDC)

### **2022 Measurements:**

1. Actively maintain and enhance shovel-ready and high-tech commercialization assets owned by GGLDC in Genesee County.
2. Support the GCEDC economic development and selling process helping to facilitate capital investment and job creation commitments and tax base enhancement in the community.
3. Support the GCEDC's efforts in workforce training and development and innovation/entrepreneurship.
4. Act as good stewards on behalf of the County and its Stakeholders, promoting collaborative efforts, accountability and communication.

### **2022 Budgeted goals versus actual results:**

1. In 2022, the GGLDC continued to actively market and promote all of its shovel-ready and high-tech commercialization assets, while performing normal maintenance such as mowing, building maintenance and sign care. The GGLDC is also constantly reviewing the industry requirements of companies to ensure that our corporate business parks have the necessary infrastructure to be competitive and meet those potential companies' needs.
2. Supported the GCEDC economic development and selling processes, helping to facilitate capital investment and job creation commitments and tax base enhancement in the community. Proposed land sales for projects at the Genesee Valley Agri-Business Park and the MedTech Park.
3. Supported the GCEDC's efforts in workforce training and development and innovation/entrepreneurship by utilizing the revenue received from solar projects to fund workforce training initiatives.
4. The GGLDC continues to communicate with all stakeholders in the County. The GGLDC also looks for opportunities to partner with local organizations on potential workforce projects that support our current manufacturing base while planning for the workforce for future projects at STAMP that do not exist yet.

**Local Public Authority Name:** Genesee Gateway Local Development Corporation (GGLDC)

**Fiscal Year:** January 1, 2023 – December 31, 2023

**Enabling Legislation** (enables Local Public Authority Mission Statement): LDCs are formed and empowered to conduct certain projects pursuant to Not-For-Profit Corporation Law § 1411. Distinguished from IDAs (which exist as public benefit corporations), LDCs are established as charitable corporations that are empowered to construct, acquire, rehabilitate and improve for use by others, industrial or manufacturing plants in the territory in which its operations are principally to be conducted (“Benefited Territory”) and to make loans. LDCs can provide financial assistance for the construction, acquisition, rehabilitation, improvement, and maintenance of facilities for others in its Benefited Territory. Specific LDC powers include the ability to: (i) disseminate information and furnish advice, technical assistance and liaison services to Federal, State and local authorities; (ii) to acquire by purchase, lease, gift, bequest, devise or otherwise, real or personal property; and (iii) to borrow money and to issue negotiable bonds, notes and other obligations. LDCs are empowered to sell, lease, mortgage or otherwise dispose of or encumber facilities or any real or personal property or any interest therein.

**Mission Statement:** GGLDC's mission is to assist local economic development efforts by making real estate development investments to bolster shovel-ready tech and industrial park development and to provide tax and other related financial assistance to commercially viable projects in Genesee County thereby enabling the continued development of a sustainable long-term economy.

**2023 Measurements:**

1. Actively maintain and enhance shovel-ready and high-tech commercialization assets owned by GGLDC in Genesee County.
2. Support the GCEDC economic development and selling process helping to facilitate capital investment and job creation commitments and tax base enhancement in the community.
3. Support the GCEDC’s efforts in workforce training and development and innovation/entrepreneurship.
4. Act as good stewards on behalf of the County and its Stakeholders, promoting collaborative efforts, accountability and communication.

**Authority Stakeholder(s):** Genesee County Legislature

**Authority Beneficiaries:** The residents and taxing jurisdictions of Genesee County

**Authority Customers:** The Business Community of Genesee County

**Authority self-evaluation of prior year performance** (based upon established measurements): To Be provided by March 31, 2024 related to 2023 performance.

**Governance Certification:**

1. Have the Board members acknowledged that they have read and understood the mission of the public authority?

Board of Directors Response: Yes

2. Who has the power to appoint management of the public authority?

Board of Directors Response: The Board of Directors

3. If the Board appoints management, do you have a policy you follow when appointing the management of the public authority.

Board of Directors Response: The Board has not adopted a final, written policy; however, the Board follows the prudent and reasonable past practice of appointing responsible individuals.

4. Briefly describe the role of the Board and the role of management in the implementation of the mission.

Board of Directors Response: The role of the Board regarding the implementation of the public authority's mission is to provide strategic input, guidance, oversight, mission authorization, policy setting and validation of the authority's mission, measurements and results. The role of management is to collaborate with the Board in strategy development / strategy authorization and to implement established programs, processes, activities and policies to achieve the public authority's mission.

5. Has the Board acknowledged that they have read and understood the response to each of these questions?

Board of Directors Response: Yes