

## Buffalo Urban Development Corporation

95 Perry Street

Suite 404

Buffalo, New York 14203

phone: 716-856-6525

fax: 716-856-6754

web: [buffalourbandevelopment.com](http://buffalourbandevelopment.com)



### **Real Estate Committee Meeting Tuesday, August 22, 2017 at Noon BUDC - ECIDA Vista Room 95 Perry Street, 4<sup>th</sup> Floor, Buffalo, NY 14203**

#### **Agenda**

- 1) Approval of Minutes – Meeting of 6/20/2017 (*Action*) (*Enclosure*)
- 2) Northland Beltline Project
  - a) 683 Northland – Gilbane Early Bid Packages (*Recommendation*) (*Enclosure*)
  - b) 683 Northland – Construction & Gilbane GMP Update (*Information*)
  - c) 683 Northland – Watts Work Authorization-Water Tower (*Recommendation*) (*Encl.*)
  - d) 683 Northland – Tax Credit Investor Procurement Memo (*Information*)
  - e) 683 Northland – NMTC Consultant Contracts (*Recommendation*)
  - f) 683 Northland – Historic Rehabilitation & NMTC Financing Update (*Information*)
  - g) 683 Northland – BCP Update (*Information*)
  - h) 683 Northland – Building Name (*Information*)
  - i) Purchase of Various COB Properties (*Recommendation*)
  - j) 1669 Fillmore Remediation (*Information*)
  - k) 612 Northland – Additional Phase I Construction Proposals (*Recommendation*)
  - l) 612 Northland – Phase I Renovation Update (*Information*)
  - m) Restore NY Funding Update (*Information*)
  - n) 537 E. Delavan – Demolition Update (*Information*)
  - o) COB DPW Road & ROW Project Update (*Information*) (*Enclosure*)
  - p) Art in Public Spaces Committee Update (*Information*)
  - q) Community Outreach Update (*Information*)
- 3) Buffalo Lakeside Commerce Park Updates
  - a) 24 Laborers Way Prospect (*Information*)
  - b) Parcel 4 Superfund Site – NYSDEC/CDM Smith (*Information*) (*Enclosure*)
- 4) Other C.O.B. Brownfield Opportunities (*Discussion*)
- 5) Adjournment (*Action*)



**Minutes of the Real Estate Committee Meeting**  
**Buffalo Urban Development Corporation**  
**95 Perry Street**  
**Buffalo, New York 14203**  
**June 20, 2017**  
**12:00 p.m.**

**Call to Order**

**Committee Members Present:**

Janique S. Curry  
Thomas A. Kucharski  
Brendan R. Mehaffy  
Dennis M. Penman  
Maria R. Whyte

**Committee Members Absent:**

Kimberley A. Minkel  
Christopher J. Schoepflin  
Craig A. Slater (Chair)

**Officers Present:**

Peter M. Cammarata, President  
David A. Stebbins, Executive Vice President  
Brandye Merriweather, Vice President  
Kevin J. Zanner, Secretary  
Bradley Bach, Assistant Treasurer

**Others Present:** Lou Battaglia, BUDC Intern; Dawn Boudreau, ECIDA; Thomas Mancuso, Mancuso Business Development, Inc.; Brett Stiehler, Gilbane Building Company; and Dennis Sutton, City of Buffalo.

**Roll Call** – The Secretary called the roll at 12:30 p.m. and reported that a quorum of the Committee was present.

**1.0 Presentation of Meeting Minutes** – The minutes of the March 21, 2017 and May 23, 2017 meetings of the Real Estate Committee were presented. Mr. Penman made a motion to approve the meeting minutes. The motion was seconded by Ms. Whyte and unanimously carried.

**2.0 Central Terminal – ULI Advisory Services Panel Update** – Mr. Stebbins provided an update regarding the ULI Advisory Services panel for the Central Terminal. Panel members will arrive on Sunday, June 25<sup>th</sup> for the week-long program. The panel will present its findings on Friday, June 30<sup>th</sup> at the Buffalo Museum of Science.

**3.0 Northland Beltline Project**

(a) **683 Northland – PLA/CWA** – Mr. Cammarata updated the Committee regarding the project labor agreement (PLA) and community workforce agreement (CWA), the terms of which were finalized earlier this month. Mr. Cammarata explained that under the terms of the CWA, the building trades have committed to support project goals for minority, women and City resident workforce and business participation, including the expansion of apprenticeship opportunities. Specifically, the project has a 25% minority, 5% female, 30% city resident and 20% apprentice hour goals. In addition, the CWA facilitates the entry of up to 20 individuals from the project's zip code and surrounding zip codes into the Buffalo Building Trades Pre-Apprenticeship Program. Ms. Whyte noted the challenges in negotiating project labor agreements and congratulated Mayor Brown and

BUDC for the great result. Ms. Curry noted the importance of community outreach to educate the community regarding the workforce opportunities that will be available. Mr. Stebbins indicated that BUDC will engage in additional community outreach. There being no further discussion, Ms. Whyte made a motion to recommend that the Board of Directors ratify and approve the Project Labor Agreement and Community Workforce Agreement with the Buffalo Building and Construction Trades Council for the construction of the WNY Workforce Training Center at 683 Northland. The motion was seconded by Ms. Curry and unanimously carried.

- (b) **683 Northland – Gilbane Building Turnover** – Mr. Cammarata reported that BUDC formally turned over to Gilbane the operations and security obligations relating to 683 Northland. Gilbane will change building locks as part of its security protocols.
- (c) **683 Northland – Hazmat/Asbestos Work** – Mr. Cammarata reported that hazmat /asbestos abatement work is scheduled to begin on Wednesday, July 5<sup>th</sup>.
- (d) **683 Northland – BCP Update** – Mr. Stebbins informed the Committee that BUDC is working on the submission of an application to amend the Brownfield Cleanup Program Agreement. The purpose of the amendment is to reflect the change in ownership of the property to 683 Northland LLC and the expansion of the BCP project to include a portion of the 631 Northland Avenue parcel.
- (e) **683 Northland – Rehabilitation Tax Credits** – Mr. Stebbins reported on an offer that BUDC received from a potential New Markets Tax Credits (NMTC) investor. Thus far, BUDC has received offers for three separate allocations of NMTCs, and has two offers from potential investors for the rehabilitation tax credits that will be generated by the project.
- (f) **683 Northland – ECIDA Incentives** – Mr. Stebbins reported that BUDC will request a reduction or payment terms with respect to the administrative fee to be charged by ECIDA for the project.
- (g) **537 E. Delavan – Demolition** – Mr. Cammarata informed the Committee that approximately 75% of the demolition work at 537 East Delavan has been completed. The target date for completing the demolition work is July 15<sup>th</sup>. Site work, including the installation of fencing, is expected to be completed by August 1<sup>st</sup>.
- (h) **537 E. Delavan – Mural Preparation and Creation** – Mr. Cammarata reported on mural artist Shantell Martin's completion of her mural project at the eastern plant building located at 537 East Delavan. Mr. Cammarata commented that a number of neighborhood residents participated in the project.
- (i) **612 Northland – Phase I Renovation** – Mr. Cammarata reported that contracts have been prepared with the three contractors who will perform the debris removal, hazmat/asbestos abatement and roof replacement work at 612 Northland. Mr. Mancuso indicated that a project safety meeting is scheduled for this evening.
- (j) **631 Northland – Clean-Out** – Mr. Cammarata informed the Committee that BUDC has been receiving inquiries regarding the availability of 631 Northland and potential tenants have toured the facility. BUDC recently arranged for Western New York Mortgage Field Services to remove the miscellaneous debris in the facility which had detracted from its marketability.
- (k) **644 Northland – Substation Rehabilitation** – Mr. Cammarata reported that the rehabilitation work on the electrical substation at 664 Northland Avenue has been completed.

- (l) **Peer Review Process for Watts Service Order Proposals** – Mr. Cammarata noted that a few Board members inquired about the peer review process at the May Board meeting. Mr. Cammarata indicated that for the next Committee meeting, executive staff will prepare a written document that outlines the peer review process that is currently being utilized to review service orders submitted by Watts Architecture & Engineering.
- (m) **Restore NY Funding** – Mr. Stebbins reported that Restore NY grant funds will be utilized for the 612 Northland renovation and the City's demolition of the building located at 1681 Fillmore Avenue.
- (n) **BUDC/COB CDBG Funding Agreement & Reimbursement Requests** – Mr. Cammarata reported that BUDC has submitted three reimbursement requests to the City of Buffalo for CDBG funding relating to 683 Northland and 537 East Delavan.
- (o) **COB DPW Road & ROW Project** – Mr. Stebbins informed the Committee that the bids received by the City of Buffalo for the Northland Avenue road and right-of-way came in lower than the engineer's estimate. BUDC and the City are finalizing the grant agreement that will fund a portion of the cost of these improvements.
- (p) **Purchase of Various COB Properties/1669 Fillmore Remediation** – There was no update regarding this item.
- (q) **Campus Branding Consultant** – Mr. Cammarata reported that the work of Block Club, BUDC's campus branding consultant, is 95% complete.
- (r) **Art in Public Spaces Committee** – Mr. Stebbins reported that responses to the City of Buffalo's call for public art are due on July 7<sup>th</sup>. The public art will be placed at 577 Northland Avenue as part of the gateway to the Northland Corridor.
- (s) **Community Outreach** – Mr. Stebbins reported that work has begun on the next edition of the Northland project newsletter. He also indicated that BUDC will be scheduling a public meeting regarding the project in the near future.

#### **4.0 Buffalo Lakeside Commerce Park Updates**

- (a) **24 Laborers Way Prospect** – There was no update for this item.
- (b) **Parcel 4 Superfund Site – NYSDEC/CDM Smith** – Mr. Cammarata reported that NYSDEC's contractor is working on this project.
- (c) **Future Property Disposition** – There was no update for this item.

#### **5.0 Late Files** – Following the presentation and vote on item 3(a), Mr. Cammarata informed the Committee of five new items to be reviewed and recommended for approval by the Committee relating to the 683 Northland project. Ms. Whyte made a motion to accept all five items as late files. The motion was seconded by Mr. Kucharski and unanimously carried.

**5.1 Watts Service Order (National Historic Register Nomination Process)** – Mr. Stebbins presented a proposed service order from Watts Architecture & Engineering dated June 19, 2017 for work to be performed by Watts sub-consultant, Barbara Campagna in connection with the final National Register of Historic Place Nomination document. The cost of these services is \$21,470.00. Mr. Penman made a motion to recommend that the Board of Directors approve the proposed service order. The motion was seconded by Ms. Curry and unanimously carried.

**5.2 Watts Service Order (Tenant Space Assessment)** – Mr. Stebbins presented a proposed service order from Watts Architecture & Engineering dated June 19, 2017 relating to the

assessment of tenant space for potential tenants Buffalo Employment Training Center (BETC) and Nurse Aid Training. The cost of this work is \$9800. Mr. Stebbins indicated that executive staff is requesting this work be paid for from the Regionally Significant Project fund. The Committee discussed the proposed work and the utilization of the RSP fund to pay for the work. In response to a question from Ms. Whyte, Mr. Bach indicated that the RSP fund continues to be replenished with PILOT payments from the East Aurora Astronics project. Mr. Stebbins confirmed that this expenditure could be reimbursed with ESD grant funds at a later date. At the conclusion of the discussion, Ms. Curry made a motion to recommend that the Board of Directors authorize the use of up to \$9,800 from the RSP fund to pay for the work described in the proposed service order. The motion was seconded by Mr. Penman and unanimously carried.

**5.3 Early Bid Recommendation (Elevators)** - Mr. Stebbins circulated the June 20, 2017 award recommendation prepared by Gilbane Building Company for the purchase and installation of elevators for 683 Northland. He then introduced Brett Stiehler from Gilbane to review the award recommendation with the Committee. Two companies were solicited for this work, and Schindler Elevator Corporation submitted the lowest cost proposal in the amount of \$123,030. Mr. Stiehler noted this amount represents a considerable savings over the estimated budget for this work of \$217,000. The Committee discussed the proposed award. Ms. Curry noted that the contractor did not include any M/WBE participation for the work. Mr. Stiehler indicated that the lack of M/WBE participation is due to the fact that elevator manufacturers self-perform installation work. He also indicated that elevator maintenance will be separately bid, which should result in M/WBE participation. Mr. Stebbins commented that not every contract for the project will include M/WBE participation and that the goals apply to the overall project. At the conclusion of the discussion, Mr. Penman made a motion to recommend that the Board of Directors award the elevator work at 683 Northland to Schindler Elevator Corporation at a cost of \$123,030. The motion was seconded by Mr. Kucharski and unanimously carried.

**5.4 Early Bid Recommendation (Structural Steel and Stairs)** - Mr. Stebbins circulated the June 20, 2017 award recommendation prepared by Gilbane Building Company for structural steel and stairs for 683 Northland. Mr. Stiehler reviewed the award recommendation with the Committee. Seven contractors were solicited and three proposals were received. Apollo Steel Corp. submitted the lowest cost proposal in the amount of \$962,000. Mr. Stiehler noted this amount represents a savings of \$38,000 based on the estimated budget for this work of \$1,000,000. He also noted that all of the contractors had difficulty providing an M/WBE plan that would meet the 25% MBE goal due to the lack of subcontractors. Apollo Steel Corp. committed to a goal of 10% MBE and 5% WBE for the work. The Committee discussed the M/WBE requirements. Mr. Mehaffy suggested that Gilbane present an update to the Board regarding Gilbane's strategy for accomplishing the overall M/WBE goals for the project. At the conclusion of the discussion, Ms. Whyte made a motion to recommend that the Board of Directors award the structural steel and stairs work to Apollo Steel Corp. at a cost of \$962,000. The motion was seconded by Mr. Kucharski and unanimously carried.

**5.5 Gilbane Contract Amendment** – Mr. Stebbins presented the June 20, 2017 letter from Gilbane requesting an amendment to the construction management contract to account for costs in connection with the early bid contracts that were awarded prior to the establishment of a guaranteed maximum price (GMP) for the project. The total estimated cost is \$916,271 and this amount will be credited in the final GMP calculation. Mr. Penman made a motion to recommend that the Board of Directors authorize an amendment to the construction management contract as set forth in the June 20, 2017 letter. The motion was seconded by Ms. Whyte and unanimously carried.

- 6.0 Adjournment** – Upon motion made by Mr. Kucharski, seconded by Ms. Whyte and unanimously carried, the June 20, 2017 meeting of the BUDC Real Estate Committee was adjourned at 1:40 p.m.

Respectfully submitted,



Kevin J. Zanner, Secretary

**Buffalo Urban Development Corporation**

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Suite 404  
Buffalo, New York 14203  
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fax: 716-856-6754  
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**Item 2.a)**

**MEMORANDUM**

**TO: BUDC Real Estate Committee**  
**FROM: David A. Stebbins, Executive Vice President**  
**SUBJECT: Gilbane Early Bid Packages**  
**DATE: August 22, 2017**

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We will be expecting bid results and recommendations for the following early bid packages for the 683 Northland/Workforce Training Center to be presented at the Real Estate Committee:

<u>Bid Package</u>	<u>Estimate</u>
1. Mechanical Piping	\$1,500,000
2. Ductwork	\$2,200,000
3. Electrical	\$2,500,000
4. Roofing	\$1,200,000
5. Fire Protection	\$ 500,000
6. Building Management Systems	\$ 750,000
7. Plumbing	<u>\$1,000,000</u>
<b>TOTAL</b>	<b>\$9,650,000</b>

Gilbane’s Recommendations to Award will be presented at the Committee meeting



August 14, 2017

Re: **Northland Corridor Redevelopment Project, BUDC 2016-1**  
**Assignment 19: Northland Corridor Water Tower Assessment**  
**Proposal No. 17-512**

Dear Mr. Cammarata:

Watts Architecture & Engineering (Watts) is pleased to submit this proposal to provide the above-referenced services. Our proposal is presented in the following sections: Scope, Detailed Scope, Deliverables, Expected Schedule, Technical Assumptions and Exclusions, and Compensation.

### SCOPE OF SERVICES

Services include the assessment of the water tower located on the Northland Beltline Campus for structural integrity and lead-based paint. BUDC would like to have the water tower freshly painted to carry the campus logo. To this end, they have requested a review of the ability of this existing structure to withstand wind and snow loads, and support the weight of the painters. The tower will not be used to hold water and therefore a full assessment of its structural capacity and the condition of the tank is not required. Given the age of the structure, paint must be tested for lead content. The report will provide an opinion of the tower's suitability for the desired use and if necessary, recommendations for its rehabilitation.

### DETAILED SCOPE

- I. Structural Building Survey
  - A. The Watts Team will provide close visual inspection and sounding of the structural elements of the existing water tower including review of the existing support columns, wire/rod bracing, access ladders, perimeter catwalk, catwalk railing and exterior of the water tank.
  - B. The Watts Team will coordinate the supply of one 120-foot manlift to access the water tower and supporting structure. Note that overnight storage of this lift is required at a secure site – this proposal is based on storing this lift at the 683 Northland construction site when not in use. Syracuse Engineers will coordinate storage location with Gilbane to avoid interference with the on-going work at that site.
- II. Testing for Lead-Based Paint: Watts will provide an EPA certified Lead Risk Assessor with experience in conducting lead inspections and operating an X-Ray Fluorescence Spectrum Analyzer (XRF). The assessor will develop a sampling inventory of suspect homogeneous areas associated with the water tower.
  - A. The materials will be categorized into sampling areas and testing combinations.
    - a. A testing combination is characterized by location, component type, substrate and visible color.
    - b. Examples of suspect surfaces include: painted walls, ceilings, doors, windows, casements, partitions, structural steel, etc.



- B. The Lead Risk Assessor will visit the water tower to perform representative XRF testing of all suspect surfaces within the project limits using an XRF Spectrum Analyzer. Results will be reported in milligrams per square centimeter (mg/cm<sup>2</sup>) with measurements equal to or greater than 1.0 mg/cm<sup>2</sup> to be considered positive and all other results being considered negative. Watts' proposal does not include any confirmatory paint chip AAS analysis by a third-party laboratory.
  - C. A letter report with the results of the XRF testing will be prepared for inclusion in the Assessment Report.
- III. Quality and Project Management:
- A. The Watts team will engage senior staff to review and synthesize the structural and lead-based paint reports.
    - 1. Report will be reviewed for completeness and accuracy by licensed professional architects and engineers.
  - B. The Watts team will meet with BUDC one time to review the report prior to final issue.

### **DELIVERABLES**

The following document will comprise the product of *Assignment 19: Northland Corridor Water Tower Assessment*:

- I. Structural Report:
  - A. This document will include a written report documenting:
    - 1. Observed condition of structural elements of the existing water tower. Investigation will include close visual observation and sounding of the steel support structure, tank, and other elements as listed above. General recommendations for repairs, if applicable.
    - 2. A summary of findings with general recommendations for a design approach, if applicable.
  - B. Not included:
    - 1. Structural analysis of tank and support structure for compliance with current Building Code requirements.
    - 2. Cost estimate for recommended repairs.

### **EXPECTED SCHEDULE**

The Watts' Team will begin the work upon authorization and a mutually agreed upon start date. We expect *Assignment 19: Northland Corridor Water Tower Assessment* will be approximately 8 weeks in duration.

**TECHNICAL ASSUMPTIONS AND EXCLUSIONS**

- A. This proposal excludes any other architectural and engineering services not specifically listed under Scope of Services.
- B. The preparation of contract documents (i.e. specifications and drawings) for the Water Tower located on the Northland Beltline Campus is not included in the scope of this proposal.
- C. Our proposed fees are based upon the scope as outlined above. Should the project schedule be unreasonably delayed through no fault of Watts, such delay shall constitute accepted cause for additional compensation. Delays and changes to the scope will be billable at the standard hourly rates in effect when the services are performed.

**COMPENSATION**

Compensation required for the Scope of Services indicated above will be in accordance with the prices below. Any services required beyond the above described Scope of Services will be performed under a separate Assignment. Our invoices will be submitted on a monthly basis with terms of net 30 days. The prices in this proposal are firm for 30 days from the date shown, but thereafter are subject to change without notice.

<b>Structural Field Survey and Report, including equipment rental .....</b>	<b>\$18,040.00</b>
<b>Lead-Based Paint Field Survey and Report.....</b>	<b>\$1,130.00</b>
<b>Project Management and Quality Control.....</b>	<b>\$3,690.00</b>
<b>Northland Corridor Water Tower Analysis (Lump Sum) .....</b>	<b>\$22,860.00</b>

We appreciate the opportunity to present this proposal and look forward to working with you on this project. Should you have any questions or need additional information, please do not hesitate to contact me at (716) 206-5149.

Sincerely,

**WATTS ARCHITECTURE & ENGINEERING**



Edward O. Watts Jr., AIA  
Principal

Attachments: Staffing Estimate – Watts Architecture & Engineering; dated August 14, 2017  
Staffing Estimate – Syracuse Engineers; dated August 14, 2017

**Northland Avenue  
Reconstruction / Streetscape  
Fillmore Avenue to Grider Street**

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**Resident Engineer**

- Full time ONSITE observation will be done by Resident Engineer
- ***To be contacted with any issues, concerns, or questions***  
Tom Meyer  
[tmeyer@clarkpatterson.com](mailto:tmeyer@clarkpatterson.com)  
(716) 799-9564

**General Contractor**

Scott Lawn Yard  
5552 Townline Road  
Sanborn, NY 14132

**Scope of Work**

- New curb, sidewalk, and driveway aprons
- New trees
- New three-color traffic signal at Schauf with curb extensions (bump-outs)
- Upgrades to existing traffic signals at Fillmore and Grider
- Green infrastructure
- Relining of waterline

**Construction Schedule**

- Construction Start – August 21, 2017
- Winter Shutdown – December 2017
- Spring Startup – March 2018
- Construction Complete – Fall 2018
- Normal Working Hours – 7:00 am to 3:30 pm

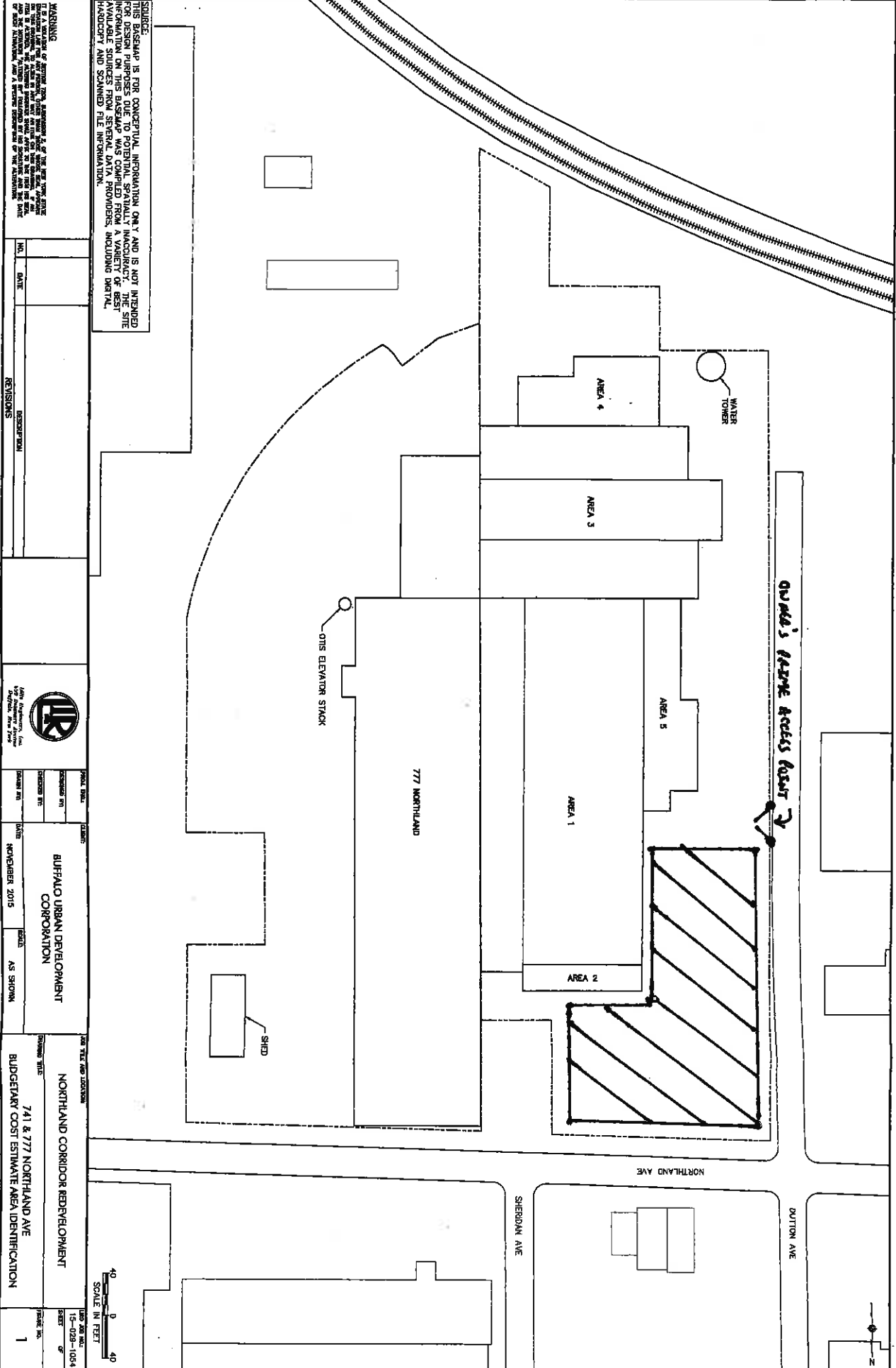
**Road Access During Construction**

- Road will be open to local traffic – residents, businesses, deliveries
- Road will be closed to non-local traffic and detoured around the site
- Intermittent street closures to allow for utility trenches.
- Street will be accessible by the end of each day and over weekends.
- Closure of driveways & sidewalks for concrete pours which will be coordinated through Tom and our Contractor
- Intermittent disruptions in utility service
- Rock excavation but NO BLASTING



**BUFFALO**  
SEWER AUTHORITY





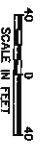
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NO.	DATE	DESCRIPTION


 URS CORPORATION  
 1000 Montgomery Ave  
 Dayton, Ohio 45424

ISSUED BY	DATE	REVISION

**PROJECT TITLE:**  
 NORTHLAND CORRIDOR REDEVELOPMENT  
**BUDGETARY COST ESTIMATE AREA IDENTIFICATION**  
**741 & 777 NORTHLAND AVE**  
**NO. 1**



NYSDEC  
 Buffalo Lakeside Commerce Park (BLCP) Parcel 4  
 Site No. 915193A  
 Contract No. D0093A6  
 Preliminary Project Schedule

ID	% Complete	Task Name	Duration	Start	Finish	Jun 1	Jul 1	Aug 1	Sep 1	October 1	November 1	December 1	January 1	February 1	March 1	April 1	May 1	June 1																					
1	31%	Buffalo Lakeside Commerce Park Parcel 4	288 days	Mon 6/18/17	Mon 6/18/18	5/7	5/21	6/4	6/18	7/2	7/16	7/30	8/13	8/27	9/10	9/24	10/8	10/22	11/5	11/19	12/3	12/17	1/31	2/14	2/28	3/11	3/25	4/8	4/22	5/6	5/20	6/3	6/17						
2	100%	Mobilization - Site Prep	33 days	Mon 6/18/17	Wed 6/28/17																																		
3	100%	Utilities to site	2 days	Mon 6/18/17	Tue 6/20/17																																		
4	100%	Survey Construction Layout	4 days	Wed 6/21/17	Mon 6/27/17																																		
5	100%	Waste Characterization Gas Probing (60 ea.)	2 days	Tue 6/20/17	Wed 6/21/17																																		
6	100%	Cleaning and Grubbing	8 days	Tue 6/20/17	Tue 6/27/17																																		
7	100%	Setup Temporary Construction Fence	4 days	Wed 6/21/17	Mon 6/26/17																																		
8	100%	Striping Area (Bicatch 7,000 sq)	12 days	Tue 6/20/17	Wed 6/27/17																																		
9	100%	Setup Office Trailer	2 days	Fri 6/16/17	Mon 6/19/17																																		
10	100%	Setup Personal Hygiene Facility	2 days	Tue 6/20/17	Wed 6/21/17																																		
11	100%	Install portable scale	3 days	Tue 6/20/17	Thu 6/22/17																																		
12	100%	Install Dacon Pad	2 days	Thu 6/22/17	Fri 6/23/17																																		
13	100%	Setup and Establish EZ and CRZ Zones	3 days	Mon 6/26/17	Wed 6/28/17																																		
14	100%	Well Decommissioning	3 days	Thu 6/22/17	Mon 6/26/17																																		
15	38%	Phase I	97 days	Tue 7/4/17	Wed 11/8/17																																		
16	73%	Excavation (65,500 sq)	4 days	Tue 7/4/17	Wed 7/5/17																																		
17	0%	Heavily Saturated Soil T & D (2,000 in)	83 days	Mon 7/10/17	Wed 11/8/17																																		
18	34%	Non-Haz Soil T & D (7,000 in)	82 days	Tue 7/11/17	Wed 11/8/17																																		
19	5%	Confirmatory Sampling (282 ea.)	90 days	Thu 7/13/17	Wed 11/8/17																																		
20	5%	Nonwoven Filter Fabric	90 days	Thu 7/13/17	Wed 11/8/17																																		
21	0%	Welder Shut down	108 days	Wed 11/15/17	Sun 4/15/18																																		
22	0%	Phase II	46 days	Mon 4/16/18	Wed 5/23/18																																		
23	1%	Excavation (7,500 sq)	13 days	Mon 4/16/18	Wed 5/23/18																																		
24	0%	Non-Haz Soil T & D (8,000 in)	1 day	Fri 5/4/18	Fri 5/4/18																																		
25	0%	Non-Haz CAD T&D (500 in)	2 days	Thu 5/3/18	Fri 5/4/18																																		
26	100%	Confirmatory Sampling (68 ea.)	14 days	Thu 4/19/18	Tue 5/8/18																																		
27	0%	Nonwoven Filter Fabric	14 days	Mon 4/23/18	Thu 5/10/18																																		
28	0%	Isocyanate (15,100 sq)	18 days	Mon 4/23/18	Wed 5/16/18																																		
29	0%	Moving Well Installation	3 days	Thu 5/17/18	Mon 5/21/18																																		
30	0%	Hydroseeding (250,000 sq)	5 days	Thu 5/17/18	Wed 5/23/18																																		
31	0%	Substantial Completion	1 day	Fri 5/18/18	Fri 5/18/18																																		
32	0%	Concrete Curb	3 days	Thu 5/24/18	Mon 5/28/18																																		
33	0%	Sitework Repairs	4 days	Thu 5/24/18	Tue 5/29/18																																		
34	0%	Asphalt Repairs	5 days	Thu 5/24/18	Wed 6/6/18																																		
35	0%	Landscaping and Lightpole Repair	8 days	Fri 5/25/18	Tue 6/5/18																																		
36	0%	Restoration and Cleanup	7 days	Wed 6/6/18	Thu 6/14/18																																		
37	0%	Densification	2 days	Fri 6/15/18	Mon 6/18/18																																		
38	0%	Final Completion	1 day	Mon 6/18/18	Mon 6/18/18																																		
39	0%																																						
40	0%																																						

Project: NYSDEC BLCP Parcel 4  
 Preliminary Project Schedule  
 Date: Wed 6/8/17

Task Summary: External Tasks: Inactive Task:

Inactive Milestone: Manual Summary: Progress:

Manual Summary: Start-only: Finish-only: Deadline:

# **Buffalo Brownfield Restoration Corporation**

## **Board of Directors Meeting**

***Date: Tuesday, August 22, 2017***

***Time: Immediately Following the BUDC Real Estate Committee Meeting***

***Place: BUDC - ECIDA Vista Room***

***95 Perry Street, 4<sup>th</sup> Floor***

***Buffalo, New York 14203***

### **1.0 CALL TO ORDER**

**2.0 APPROVAL OF MINUTES** – Meeting of June 20, 2017 *(Action) (Enclosure)*

**3.0 FINANCIAL REPORT** – As of July 31, 2017 *(Action) (Enclosure)*

### **4.0 NEW BUSINESS**

4.1 BBRC Land Company I LLC – 683 Northland NMTC Transaction *(Action)*  
*(Enclosure)*

4.2 TRICO Insurance Pro-rated Refund *(Information)*

4.3 Other COB Brownfield Opportunities *(Discussion)*

### **5.0 EXECUTIVE SESSION**

**6.0 ADJOURNMENT** *(Action)*

# Minutes of the Board of Directors Meeting Buffalo Brownfield Restoration Corporation

95 Perry Street  
Buffalo, New York 14203  
June 20, 2017  
12:00 p.m.

## 1.0 Call to Order

### Directors Present:

Janique S. Curry  
Thomas A. Kucharski  
Brendan R. Mehaffy  
Dennis M. Penman  
Maria R. Whyte

### Directors Absent:

Kimberley A. Minkel  
Christopher J. Schoepflin  
Craig A. Slater (Chair)

### Officers Present:

David A. Stebbins, President  
Peter M. Cammarata, Executive Vice President  
Brandye Merriweather, Vice President  
Kevin J. Zanner, Secretary  
Bradley Bach, Assistant Treasurer

Others Present: Lou Battaglia, BUDC Intern; Dawn Boudreau, ECIDA; Thomas Mancuso, Mancuso Business Development, Inc.; Brett Stiehler, Gilbane Building Company; and Dennis Sutton, City of Buffalo.

**Roll Call:** The Secretary called the roll of directors at 12:10 p.m. and a quorum was determined to be present.

**2.0 Approval of the Minutes** – The minutes of the March 21, 2017 meeting of the Board of Directors were presented. Mr. Mehaffy made a motion to approve the minutes. The motion was seconded by Mr. Penman and unanimously carried.

**3.0 Financial Report** – Mr. Bach presented the financial report for the period ending May 31, 2017. Mr. Kucharski made a motion to accept the financial report. The motion was seconded by Ms. Whyte and unanimously carried.

## 4.0 New Business

**4.1 Trico – BBRC/Krog Closing** – Mr. Cammarata reported that the closing of the sale of the Trico building to The Krog Group was completed on May 31<sup>st</sup>. Board members and executive staff discussed the completion of the transaction and BBRC's stewardship role with respect to the building since acquiring it in 2007.

**4.2 Insurance Cancellation** – Mr. Cammarata reported that following the closing, BBRC cancelled its insurance coverage relating to the Trico building. The refunded premium will be remitted to Krog, who paid the insurance premium on behalf of BBRC as was required under the terms of the Real Estate Purchase Agreement.

**5.0 Executive Session** – None.

**6.0 Adjournment** – There being no further business to come before the Board, upon motion made by Mr. Mehaffy, seconded by Mr. Kucharski and unanimously carried, the June 20, 2017 meeting of the BBRC Board of Directors was adjourned at 12:20 p.m.

Respectfully submitted,



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Kevin J. Zanner, Secretary



**Buffalo Brownfield Restoration Corp.**  
**Financial Statements**  
as of July 31, 2017

**Buffalo Brownfield Restoration Corp.**  
**Balance Sheet**  
July 31, 2017

	July 2017	June 2017	Dec 2016
<b>Assets</b>			
Cash*	\$ 18,730	\$ 18,790	\$ 9,135
Building	-	-	-
	<u>\$ 18,730</u>	<u>\$ 18,790</u>	<u>\$ 9,135</u>
<b>Liabilities and Net Assets / (Deficit)</b>			
<b>Liabilities:</b>			
Accounts Payable	\$ 800	\$ 1,100	\$ 12,995
Due to BUDC	35,000	35,000	35,000
	<u>35,800</u>	<u>36,100</u>	<u>47,995</u>
<b>Unrestricted Net Assets / (Deficit)</b>	<b>(17,070)</b>	<b>(17,310)</b>	<b>(38,860)</b>
	<u>\$ 18,730</u>	<u>\$ 18,790</u>	<u>\$ 9,135</u>

Monthly Investment Report:

\* Cash is invested in interest-bearing accounts at KeyBank at a rate of 0%. The maximum FDIC insured amount is \$250,000.

**Buffalo Brownfield Restoration Corp.**  
**Income Statement**  
July 31, 2017

	July 2017	June 2017	Dec 2016
<b>Trico</b>			
Other Income	\$ 56,265	\$ 56,265	\$ 28,780
Insurance Expense	(30,004)	(30,004)	(28,780)
Legal Costs *	(3,800)	(4,100)	(20,115)
Operations & Maintenance	-	-	(145)
Consultants	-	-	-
	22,460	22,160	(20,260)
<b>Corporate</b>			
General & Admin - Other	(50)	(50)	(50)
Legal Costs*	(620)	(560)	(1,580)
	(670)	(610)	(1,630)
<b>Net Income/(Loss)</b>	<b>\$ 21,790</b>	<b>\$ 21,550</b>	<b>\$ (21,890)</b>

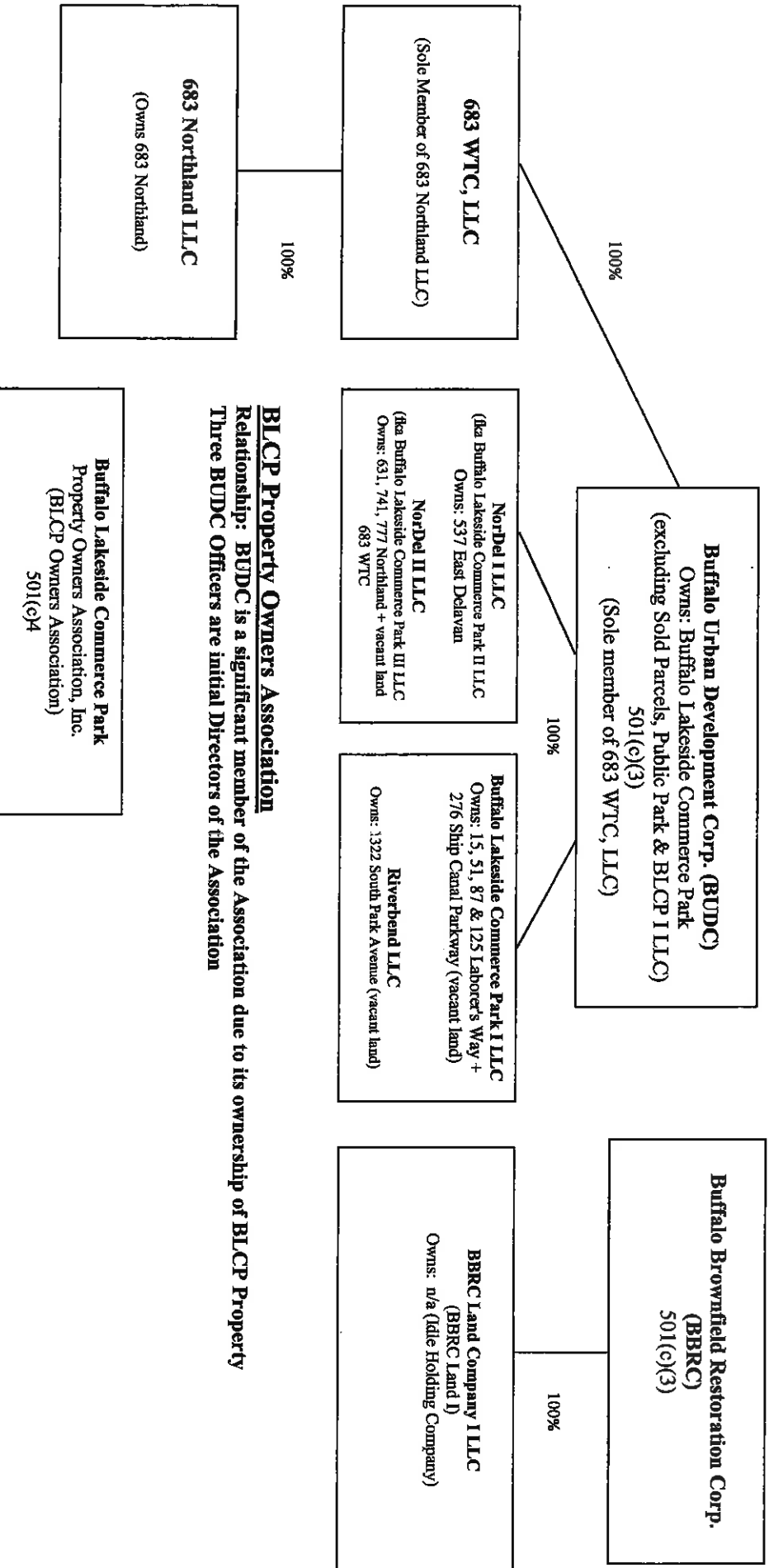
\* Composed of the following Hurwitz & Fine Invoices (date = invoice date):

2/17/2017	\$	1,560	2/10/2016	\$	1,060
3/13/2017		220	3/9/2016		80
4/20/2017		980	4/8/2016		760
5/15/2017		740	5/18/2016		610
6/19/2017		60	5/18/2016		280
7/24/2017		60	6/10/2016		2,300
		-	7/14/2016		2,940
		-	8/11/2016		1,080
		-	9/13/2016		1,200
		-	10/17/2016		1,340
		-	11/10/2016		1,830
		-	12/6/2016		2,220
July legal accrual estimate (August pymt)		800	1/17/2017		5,995
	\$	4,420		\$	21,695

**Buffalo Urban Development Corporation**  
**Corporate Chart**  
**As of June 30, 2017**

**BUDC GROUP**

**Relationship: BUDC's Real Estate Committee is the Board of BBRC.**



**BLCP Property Owners Association**  
**Relationship: BUDC is a significant member of the Association due to its ownership of BLCP Property**  
**Three BUDC Officers are initial Directors of the Association**