



**Tioga County Industrial Development Agency  
November 6, 2024 – 4:30 pm  
Ronald E Dougherty County Office Building  
56 Main Street, Owego, NY 13827  
Legislative Conference Room, 1<sup>st</sup> Floor  
Agenda**

**Call to Order and Introductions**

**Attendance**

- A. IDA Board Members
  - 1. Roll Call: J. Ward, T. Monell, E. Knolles, M. Townsend, B. Evanek, M. Sauerbrey, K. Gillette
  - 2. Excused:
  - 3. Guests: B. Woodburn, C. Yelverton

**Privilege of the Floor:**

- A. Corey Green, Superintendent of OACSD & Bob Farrell, Assistant Superintendent of OACSD
  - a. CNYOG Pilot

**Approval of Minutes**

- A. October 2, 2024

**Financials**

- A. Balance Sheet
- B. Profit & Loss
- C. Transaction Detail

**ED&P Update**

- A. B. Woodburn

**New Business:**

- A. Façade Loan Application
- B. Community Bank- Corporate Authorization Resolution Form
- C. Lounsberry-Site Engineering Proposals- Received 3 proposals
- D. Railroad crossings in Richford-Received a concern that two areas on the railroad in Richford are in poor condition and hazardous.

**Old Business:**

- A. Harold Swartwood has paid \$500 total towards annual lease payment and owes \$100.
- B. 5-year Lease agreement extension was approved for N. Emmick (Oct.)

**Committee Reports:**

- A. Public Authority Accountability Act (PAAA)
  - 1. Audit Committee Report: E. Knolles (Chair), J. Ward, B. Evanek
  - 2. Governance Committee: J. Ward (Chair), M. Townsend, E. Knolles



3. Finance Committee: J. Ward (Chair), M. Townsend, K. Gillette
4. Loan Committee: J. Ward, K. Dougherty, D. Barton, E. Knolles, B. Evanek, J. Lavo
  - Loan Committee recommends to approve façade application for \$20,000 for COIF Realty
  - STREDC: B. Myers resignation
  - VEDA: Application process
5. Railroad Committee: M. Sauerbrey, K. Gillette, T. Monell
6. Public Relations Committee: B. Woodburn, M. Sauerbrey, T. Monell

**PILOT Updates:**

- A. Sales Tax Exemptions Update:
  1. Best Bev LLC - \$4,294,907.04 (May)/Authorized \$5,200,000 (Oct.)
  2. 231 Main LLC - \$13,360.91 (September)/ Authorized \$34,320 - Will provide an update for October in 2 weeks.
  3. SEASON II LLC - \$10,475.58 (May)/ Authorized \$17,942. J. Meagher wrote Bill of Sale which will return the machinery and equipment to Season II and close out their sales and use tax exemption with the Agency. Copy of Bill of Sale was sent to Season II.
  4. Arteast Café LLC - \$16,954.25 (August)/ Authorized \$24,000
  5. Navo Properties LLC - \$1,826.11 (September)/ Authorized \$2,728 - Sales Tax Exemption Agreement was extended to 10/4/2025.
- B. Spencer Tioga solar PILOT - J. Meagher to provide letter to ABO
- C. School PILOT bills - Sent out the 1<sup>st</sup> week in September. All checks have been received except for Best Buy.
- E. Kinder Morgan (CNYOG) request to extend PILOT
- G. Suneast Solar Pilot- Resolution was approved in October for Suneast to pay the portion of the agencies fee of \$192,326, and the balance due of \$274,501. Closing in process with J. Meagher's office.

**Project Updates:**

- A. Railroad ROW 3 buildings
  - a. LCP completed demolition

**Grant Updates:**

- A. NYS Division of Homeland Security & Emergency Services-Richford Railroad. We have received an invoice and the study will be completed in the next couple weeks.
- B. USDA RBDG and ARC Grant - Engineering Design Lounsberry Industrial Hub - RFP issued 9/12/2024
  1. Received 3 proposals
- C. ESD Grant Application - Municipal Water Extension to Raymond Hadley
  1. Reimbursement request for \$23,650 in process.
- D. USDA Local Meat Capacity Grant - Reed Brook Meats application 7-14-23 - Requested update 9/12/2024
- E. Water Quality Improvement Plan- Blodgett Road; S&W 2025 start
- F. USDA IRP Loan Application - Requested update 9/12/2024
  1. Letter of Conditions package forthcoming



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ECONOMIC DEVELOPMENT & PLANNING | INDUSTRIAL DEVELOPMENT AGENCY | LOCAL DEVELOPMENT CORPORATION

G. USDA Equipment Purchase Grant Application- Guidelines, lease agreement and application are drafted

**Motion to move into Executive Session pursuant to Public Officers Law Section 105**

**Next Meeting: Wednesday December 4, 2024**



**Tioga County Industrial Development Agency  
October 2, 2024 – 4:30 pm  
Ronald E Dougherty County Office Building  
56 Main Street, Owego, NY 13827  
Legislative Conference Room, 1<sup>st</sup> Floor  
Minutes**

**Call to Order and Introductions- 4:38 PM**

**Attendance**

- A. IDA Board Members
  - 1. Roll Call: J. Ward, T. Monell, E. Knolles, M. Townsend, B. Evanek,
  - 2. Excused: M. Sauerbrey, K. Gillette
  - 3. Guests: J. Meagher, M. Schnabl, B. Woodburn, C. Yelverton

**Privilege of the Floor:**

**Approval of Minutes:**

- A. September 4, 2024

**Motion to approve September 4, 2024, Regular Meeting Minutes, as written. (T. Monell, E. Knolles)**

**Aye-5  
Abstain - 0  
No - 0  
Carried**

**Financials:**

- A. Balance Sheet
- B. Profit & Loss
- C. Transaction Detail
- D. 2025 budget: J. Ward discussed that Suneast was on the 2025 budget and there was an increase in loan interest income from the addition of the Glenmary Drive project loan.

**Motion to acknowledge financials, as presented. (E. Knolles, T. Monell)**

**Aye - 5  
Abstain - 0  
No - 0  
Carried**

**Motion to approve draft 2025 proposed budget, as presented. (E. Knolles, M. Townsend)**

**Aye- 5  
Abstain- 0  
No - 0  
Carried**





**ED&P Update**

B. Woodburn discussed that the county was awarded the CDBG microenterprise grant of \$212,500. Small businesses of 5 or fewer employees can apply up to \$35,000 in grant funds. The program is planned to begin in November and be paired with the USDA Equipment lease program. B. Woodburn discussed that the Newmark study has been completed and the results showed that Tioga County does not have a lot of industrial property available. EDP is in the process of reviewing and recommending some changes but will share the results with this group as soon as it is further along. M. Schnabl is on maternity leave.

**New Business:**

**Old Business:**

- A. Richford property owner letter – J. Meagher sent letter 9/4/24. J. Meagher discussed that people have been parking cars on the property and one person is being singled out for parking on the property. J. Meagher advised that the IDA tell people who are upset with parking to contact RJ Corman due to the property being leased by the railroad. The board agreed.
- B. Harold Swartwood paid \$200 towards annual lease payment and owes \$100. J. Ward discussed that there has not been a formal payment plan set up, however the lease is \$600 for the year.
- C. Loan Site visits- J. Ward stated that most visits have been completed.
- D. Lease agreement extension- J. Ward discussed that N. Emmick owns property across the railroad and leases to cross the railroad with his tractor. N. Emmick has requested a long-term lease option. J. Meagher presented two resolutions, one for 3 years and one for 5 years. The board discussed choosing the 5-year lease.

**Motion to approve resolution for 5-year lease agreement. (M. Townsend, T. Monell)**

**Aye - 5**  
**Abstain - 0**  
**No - 0**  
**Carried**

**Committee Reports:**

- A. Public Authority Accountability Act (PAAA)
  - 1. Audit Committee Report: E. Knolles (Chair), J. Ward, B. Evanek
  - 2. Governance Committee: J. Ward (Chair), M. Townsend, E. Knolles
  - 3. Finance Committee: J. Ward (Chair), M. Townsend, K. Gillette
    - a. Finance committee had a meeting today however there was not enough people for the meeting.
  - 4. Loan Committee: J. Ward, K. Dougherty, D. Barton, E. Knolles, B. Evanek, J. Lavo – J. Ward stated that there is a possible new project is coming soon.
  - 5. Railroad Committee: M. Sauerbrey, K. Gillette, T. Monell
    - a. Lease agreement extension – N. Emmick



6. Public Relations Committee: B. Woodburn, M. Sauerbrey, T. Monell

**PILOT Updates:**

A. Sales Tax Exemptions Update:

- 1. Best Bev LLC - \$2,401,260.91 (May)/Authorized \$2,779,449.00  
 J. Ward discussed that the IDA has not received the monthly tracking spreadsheet and ST-123's from April, May, June, July, August and September 2024. They have indicated that they will issue payment. Best Bev's authorized sales tax exemption is \$2,779,449. They are at \$4,294,907 and are requesting to increase the authorized sales tax exemption amount to \$5,200,000 and to extend the agreement to June 30, 2025. J. Meagher provided a resolution to increase the authorized sales tax exemption, and to extend the agreement.

**Motion to authorize resolution to increase the sale and use tax exemption agreement granted to Best Bev, LLC, and extend agreement through June, 2025. (T. Monell, E. Knolles)**

**Aye – 0  
Abstain – 0  
No – 0  
Carried**

- 2. 231 Main LLC – \$13,360.91 (September)/ Authorized \$34,320
- 3. SEASON II LLC - \$10,475.58 (May)/ Authorized \$17,942 – to be closed out.
- 4. Arteast Café LLC - \$11,697.02 (July)/ Authorized \$24,000
- 5. Navo Properties LLC - \$1,826.11 (September)/ Authorized \$2,728 – Sales Tax Exemption Agreement will expire 10/4/2024.

J. Ward discussed that Navo Properties would like to extend their agreement by a year. J. Meagher prepared a resolution to approve pilot extension.

**Motion to authorize resolution to extend Navo Properties agreement twelve months. (E. Knolles, T. Monell).**

**Aye – 0  
Abstain – 0  
No – 0  
Carried**

- B. Spencer Tioga solar PILOT – J. Meagher to provide letter to NYS ABO
- C. School PILOT bills – Sent out the 1<sup>st</sup> week in September
- D. 2025 Town PILOT Projections – Sent out the 1<sup>st</sup> week in September
- E. Kinder Morgan (CNYOG) request to extend PILOT
- F. OACSD request for a meeting to discuss CNYOG PILOT expiration. Owego/Apalachin are coming to the next meeting to discuss the pilots.
- G. Suneast Solar Pilot-  
 J. Ward discussed that SunEast would like to close on the Sales Tax Exemption portion of their PILOT, with the real property portion closing



soon after. SunEast is requesting to pay for the ‘sales tax only portion’ of their agency fee upon execution of the Sales Tax Agreement, and to pay the balance of the agency fee later upon PILOT closing. Total Agency Fee for full PILOT Agreement including sales tax exemption would be: 1% of Total Project Cost of \$46,682,660 = \$466,827. J. Meagher prepared a resolution to approve SunEast’s agency fee request.

**Motion to authorized resolution to approve Suneast’s Agency fee request. (E. Knolles, M. Townsend)**

**Aye – 0**  
**Abstain – 0**  
**No – 0**  
**Carried**

**Project Updates:**

- A. Railroad ROW 3 buildings
  - 1. RFP for building demos – Bids due 9/27/2024. LCP Group (\$11,200) and Contentos (\$35,000).

J. Meagher prepared a resolution to move forward with LCP Group in the amount of \$11,200.

**Motion to approve LCP Group Proposal of \$11,200 for building demolitions. (E. Knolles, M. Townsend).**

**Aye – 0**  
**Abstain – 0**  
**No – 0**  
**Carried**

**Grant Updates:**

- A. NYS Division of Homeland Security & Emergency Services-Richford Railroad
- B. ARC Grant – Engineering Design Lounsberry Industrial Hub – RFP issued 9/12/2024
- C. ESD Grant Application – Municipal Water Extension to Raymond Hadley
  - 1. Grant Disbursement Agreement (GDA) – Authorization for J. Ward to sign
  - 2. Reimbursement request for \$23,650 in process. Submitting GDA and attachments. ESD can take 3-6 months to reimburse.

**Motion to approve resolution to allow LeeAnn Tinney to continue to represent the agency and sign documentation on behalf of the agency with respect to ESD. (T. Monell, B. Evanek)**

**Aye- 5**  
**Abstain- 0**  
**No – 0**  
**Carried**

D. USDA Local Meat Capacity Grant – Reed Brook Meats application 7-14-23 –



Requested update 9/12/2024

- E. Water Quality Improvement Plan- Blodgett Road; S&W 2025 start
- F. USDA IRP Loan Application – Requested update 9/12/2024
  - 1. Letter of Conditions package forthcoming
- G. USDA Equipment Purchase Grant Application- The agreement guidelines are being formalized.
- H. USDA Lounsberry additional studies – RFP issued 9/12/2024. – There will be more info next month.

**Motion to move into Executive Session pursuant to Public Officers Law Section 105.** No Executive Session took place.

**Next Meeting: Wednesday November 6, 2024**

**T. Knolles motioned to end meeting at 5:27 PM.**

## Tioga County Industrial Development Agency

## Balance Sheet

11/05/24

As of October 31, 2024

Accrual Basis

	Oct 31, 24
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
CD Cap Improvement Com Bank	327,220.11
CD Site Dev Com Bank 158	103,328.19
CD Site Dev Com Bank 156	103,328.18
<b>Restricted Cash Accounts</b>	
COVID-19	354.54
Community- Facade Improvement	248,889.45
<b>USDA Funds</b>	
CCTC- Loan Loss Reserve	40,512.85
TSB- IRP 2016 (Formerly IRP 4)	80,556.64
TSB- RBEG	91,710.77
<b>Total USDA Funds</b>	<u>212,780.26</u>
<b>Total Restricted Cash Accounts</b>	462,024.25
<b>CCTC- CDs</b>	
Site Dev 8433	104,439.62
Land Acquisition (150)	555,596.92
<b>Total CCTC- CDs</b>	<u>660,036.54</u>
<b>Temporarily Restricted Cash Acc</b>	
TSB-Owego Gardens	4,437,063.63
TSB-Crown Cork and Seal	100.67
Community- BestBuy PILOT Acct.	369.98
<b>Total Temporarily Restricted Cash Acc</b>	<u>4,437,534.28</u>
<b>Unrestricted Cash Accounts</b>	
TSB- checking	697,929.34
TSB- general fund	25,833.41
<b>Total Unrestricted Cash Accounts</b>	<u>723,762.75</u>
<b>Total Checking/Savings</b>	6,817,234.30
<b>Other Current Assets</b>	
Accounts Receivable 1300.01	42,453.05
Allowance for Doubtful Accounts	-35,000.00
<b>RBEG</b>	
RBEG 2023-01-A	91,519.20
Loan Rec - RBEG 2019 -06	41,027.11
<b>Total RBEG</b>	<u>132,546.31</u>
<b>IRP 4</b>	
IRP 4 2023-01-A	57,199.55
Loan Rec 2021-02-A	5,861.19
Loan Rec 2021-01-A	54,881.23
Loan Rec 2019-07-A	31,464.50
Loan Rec - 2019 - 06A	51,466.93
Loan Rec 2018-01-A	47,215.97
Loan Rec 2017-04-A	24,284.35
Loan Rec 2017-01-A	6,806.19
Loan Rec 2009-02-A	48,051.58
<b>Total IRP 4</b>	<u>327,231.49</u>
<b>Total Other Current Assets</b>	467,230.85
<b>Total Current Assets</b>	7,284,465.15
<b>Fixed Assets</b>	
Land-Rizzuto	78,395.16
Land- Cavataio	2,500.00
Land-general	601,707.05
Land-Louns	

## Tioga County Industrial Development Agency

## Balance Sheet

11/05/24

As of October 31, 2024

Accrual Basis

	<u>Oct 31, 24</u>
Lopke	8,993.03
Town of Nichols	20,000.00
Berry	2,452.20
Hess	259,561.43
Land-Louns - Other	<u>230,932.53</u>
Total Land-Louns	521,939.19
Land 434	376,800.36
Railroad Improvements	1,990,530.50
Z Accumulated Depreciation	<u>-1,279,269.24</u>
Total Fixed Assets	<u>2,292,603.02</u>
<b>TOTAL ASSETS</b>	<b><u>9,577,068.17</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Other Current Liabilities</b>	
<b>PILOT Payments</b>	
Owego Gardens II	43,037.89
Spencer-Tioga Solar	96,986.00
Gateway Owego, LLC	2,000.00
Midwestern Pet Foods, Inc.	38,691.08
Crown Cork and Seal	300,000.00
Nichols Cross Dock School	<u>190,017.98</u>
Total Nichols Cross Dock	190,017.98
Owego Gardens	24,976.00
Tioga Downs Racetrack	508,516.55
CNYOG School- CNYOG	<u>3,232,806.78</u>
Total CNYOG	<u>3,232,806.78</u>
Total PILOT Payments	<u>4,437,032.28</u>
Total Other Current Liabilities	<u>4,437,032.28</u>
Total Current Liabilities	4,437,032.28
<b>Long Term Liabilities</b>	
Loan Pay- IRP 4	171,034.68
Loan Pay- IRP 3	138,881.10
Loan Pay- IRP 2	66,787.30
Loan Pay- IRP 1	<u>22,553.42</u>
Total Long Term Liabilities	<u>399,256.50</u>
Total Liabilities	4,836,288.78
<b>Equity</b>	
Board Designated Funds	1,406,302.63
1110 - Retained Earnings	3,410,406.10
Net Income	<u>-75,929.34</u>
Total Equity	<u>4,740,779.39</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>9,577,068.17</u></b>

1:58 PM

**Tioga County Industrial Development Agency**

**Balance Sheet**

11/05/24

As of October 31, 2024

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Accrual Basis

Filters applied on this Report:

Date: Custom

## Tioga County Industrial Development Agency

## Profit &amp; Loss

11/05/24

October 2024

Accrual Basis

	Oct 24	Oct 23	\$ Change
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
4160 · RJ Corman	26,768.83	0.00	26,768.83
<b>Loan Interest Income</b>			
COVID-19 C-7-A	0.00	2.63	-2.63
COVID-19 C-5-A	0.00	0.90	-0.90
COVID-19 C-4-A	0.00	0.47	-0.47
RBEG 2019 -06	0.00	166.17	-166.17
<b>IRP 4</b>			
2023-01-A	252.08	0.00	252.08
2019 - 06A	0.00	207.72	-207.72
2021-01-A	115.67	131.41	-15.74
2019-07-A	138.46	147.80	-9.34
2018-01-A	188.36	205.53	-17.17
2017-04-A	91.87	0.00	91.87
2017-01-A	15.28	20.82	-5.54
<b>Total IRP 4</b>	<b>801.72</b>	<b>713.28</b>	<b>88.44</b>
<b>RBEG</b>			
2023.01-A	403.33	0.00	403.33
<b>Total RBEG</b>	<b>403.33</b>	<b>0.00</b>	<b>403.33</b>
<b>Total Loan Interest Income</b>	<b>1,205.05</b>	<b>883.45</b>	<b>321.60</b>
<b>Loan Program Fee</b>			
IRP 4	0.00	150.00	-150.00
Loan Program Fee - Other	100.00	0.00	100.00
<b>Total Loan Program Fee</b>	<b>100.00</b>	<b>150.00</b>	<b>-50.00</b>
<b>Loan Late Fee</b>			
COVID-19 C-5-A	0.00	8.65	-8.65
<b>Total Loan Late Fee</b>	<b>0.00</b>	<b>8.65</b>	<b>-8.65</b>
<b>Interest Income-</b>			
Interest Income - TSB COVID19	0.00	0.09	-0.09
Community- Facade Improvement	2.10	2.05	0.05
CCTC Loan Loss Reserve Account	0.00	1.07	-1.07
TSB- checking	154.23	34.17	120.06
TSB-general fund	3.29	3.28	0.01
TSB- IRP 4	1.35	1.27	0.08
TSB- RBEG	1.56	1.15	0.41
<b>Total Interest Income-</b>	<b>162.53</b>	<b>43.08</b>	<b>119.45</b>
<b>Leases/Licenses</b>	<b>0.00</b>	<b>-344.15</b>	<b>344.15</b>
<b>4170 · PILOT Program Fees</b>			
Best Bev	4,549.18	0.00	4,549.18
Sales Tax Exempt App & AdminFee	0.00	2,070.50	-2,070.50
<b>Total 4170 · PILOT Program Fees</b>	<b>4,549.18</b>	<b>2,070.50</b>	<b>2,478.68</b>
<b>Total Income</b>	<b>32,785.59</b>	<b>2,811.53</b>	<b>29,974.06</b>
<b>Expense</b>			
<b>Grant Expense</b>			
Richford Railroad	0.00	8,268.00	-8,268.00
DRI-HCR	0.00	0.00	0.00
<b>Total Grant Expense</b>	<b>0.00</b>	<b>8,268.00</b>	<b>-8,268.00</b>
<b>Marketing</b>	<b>0.00</b>	<b>134.50</b>	<b>-134.50</b>
<b>Loan Program Expense</b>	<b>0.00</b>	<b>13.25</b>	<b>-13.25</b>
<b>6120 · Bank Service Charges</b>	<b>0.00</b>	<b>25.00</b>	<b>-25.00</b>



## Tioga County Industrial Development Agency

## Profit &amp; Loss

11/05/24

October 2024

Accrual Basis

	Oct 24	Oct 23	\$ Change
Employee benefit			
IRA Company Match	0.00	44.94	-44.94
<b>Total Employee benefit</b>	<b>0.00</b>	<b>44.94</b>	<b>-44.94</b>
6180 · Insurance			
Employee Health (SSA)	0.00	543.30	-543.30
<b>Total 6180 · Insurance</b>	<b>0.00</b>	<b>543.30</b>	<b>-543.30</b>
6560 · Payroll Expenses			
Payroll Expenses - HSA	0.00	150.00	-150.00
6560 · Payroll Expenses - Other	0.00	4,795.14	-4,795.14
<b>Total 6560 · Payroll Expenses</b>	<b>0.00</b>	<b>4,945.14</b>	<b>-4,945.14</b>
6270 · Professional Fees			
BiziLife LLC	0.00	545.70	-545.70
Ec Dev Specialist Position	0.00	5,000.00	-5,000.00
Administrative Services			
Tinney	0.00	2,125.00	-2,125.00
Administrative Services - Other	4,300.00	0.00	4,300.00
<b>Total Administrative Services</b>	<b>4,300.00</b>	<b>2,125.00</b>	<b>2,175.00</b>
6650 · Accounting	500.00	0.00	500.00
<b>Total 6270 · Professional Fees</b>	<b>4,800.00</b>	<b>7,670.70</b>	<b>-2,870.70</b>
6670 · Program Expense			
Water Tower	0.00	198.34	-198.34
<b>Total 6670 · Program Expense</b>	<b>0.00</b>	<b>198.34</b>	<b>-198.34</b>
6770 · Supplies	19.13	59.89	-40.76
<b>Total Expense</b>	<b>4,819.13</b>	<b>21,903.06</b>	<b>-17,083.93</b>
<b>Net Ordinary Income</b>	<b>27,966.46</b>	<b>-19,091.53</b>	<b>47,057.99</b>
<b>Net Income</b>	<b>27,966.46</b>	<b>-19,091.53</b>	<b>47,057.99</b>

## Tioga County Industrial Development Agency Transaction Detail by Account October 2024

Type	Date	Name	Memo	Amount
<b>Restricted Cash Accounts</b>				
<b>Community- Facade Improvement</b>				
Deposit	10/28/2024		Interest	2.10
Total Community- Facade Improvement				2.10
<b>USDA Funds</b>				
<b>TSB- IRP 2016 (Formerly IRP 4)</b>				
Deposit	10/01/2024		Deposit	670.57
Deposit	10/01/2024		Deposit	306.00
Deposit	10/01/2024		Deposit	559.08
Deposit	10/04/2024		Deposit	1,012.45
Deposit	10/04/2024		Deposit	321.55
Deposit	10/16/2024		Deposit	754.16
Deposit	10/16/2024		Deposit	286.18
Deposit	10/30/2024		Deposit	250.00
Deposit	10/31/2024		Interest	1.35
Total TSB- IRP 2016 (Formerly IRP 4)				4,161.34
<b>TSB- RBEG</b>				
Deposit	10/01/2024		Deposit	1,072.92
Deposit	10/04/2024		Deposit	809.96
Deposit	10/31/2024		Interest	1.56
Total TSB- RBEG				1,884.44
Total USDA Funds				6,045.78
Total Restricted Cash Accounts				6,047.88
<b>Temporarily Restricted Cash Acc</b>				
<b>TSB-Owego Gardens</b>				
Deposit	10/04/2024		Deposit	43,037.89
Deposit	10/04/2024		Deposit	508,516.55
Total TSB-Owego Gardens				551,554.44
Total Temporarily Restricted Cash Acc				551,554.44
<b>Unrestricted Cash Accounts</b>				
<b>TSB- checking</b>				
Check	10/02/2024	Casey Yelverton	September 2024 Professional Services	-1,200.00
Deposit	10/04/2024	Best Bev LLC	Deposit	4,549.18
Deposit	10/16/2024		Deposit	26,768.83
Check	10/16/2024	Jan Nolis, CPA	2024 September financial statements, work...	-500.00
Check	10/16/2024	Tioga County Treasurer	2nd QTR 2024 postage	-19.13
Deposit	10/28/2024		Deposit	203,293.90
Check	10/30/2024	Casey Yelverton	October 2024 Professional Services	-1,200.00
Check	10/30/2024	231 Main LLC	DRI Reimbursement	-74,955.65
Check	10/30/2024	Owego Elks Lodge #1039	DRI Reimbursement	-28,363.44
Check	10/30/2024	Tioga State Bank N.A	DRI Reimbursement- Owego Elks	-99,974.81
Check	10/30/2024	LCP Group	Removal of Sheds in accordance w/ bid doc.	-11,200.00
Check	10/30/2024	Brittany Woodburn	September 2024 Admin Services	-1,900.00
Deposit	10/31/2024	Coughlin and Gerhart LLP	Final Pmt for Lounsberry Land 1.2A	100.00
Deposit	10/31/2024		Interest	154.23
Total TSB- checking				15,553.11
<b>TSB- general fund</b>				
Deposit	10/31/2024		Interest	3.29
Total TSB- general fund				3.29
Total Unrestricted Cash Accounts				15,556.40
<b>TOTAL</b>				<b>573,158.72</b>



**Tioga County Industrial  
Development Agency  
Lounsberry Industrial  
Area Expansion**

**Engineering Services**

Timothy K. Steed, PE  
Principal-in-Charge

October 11, 2024



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PROPOSED FEE

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## Engineering Services Tioga County Industrial Development Agency

October 11, 2024

Mr. Jon Ward, TCIDA Board Chair  
Tioga County Department of Economic Development & Planning  
56 Main Street, Room 109  
Owego, NY 13827

**RE: Lounsberry Industrial Area Expansion  
Professional Engineering Services Request for Proposals**

Dear Mr. Ward,

Hunt Engineers, Architects, Land Surveyors, and Landscape Architect DPC (HUNT) is pleased to present this proposal for pre-development site preparation activities for the 10-acre and 20-acre properties located at Stanton Hill Road and Buck Road, and at 96 Smith Creek Road, which are located in the Lounsberry Industrial Area. HUNT understands that Tioga County Industrial Development Agency (TCIDA) would like to have a studies and investigations completed that will provide a comprehensive document that details important aspects of the project including utilities, municipal water and sewer, geotechnical issues, stormwater, environmental impacts, and road access.

With our discussions with TCIDA that have transpired during the last several months, HUNT has the best first hand knowledge background in regards to this project site. We have worked with the TCIDA to progress this project to its current status.

We have developed a project team that will work closely with TCIDA staff, at every level, and each step of your project. I will oversee our team of professionals as **Principal-in-Charge** and **Luke Grasmeyer, LA** will be our **Project Manager** leading our team on day-to-day activities. Luke's site design project experience for both industrial and municipal clients and knowledge aligns well with the tasks involved in developing this industrial site analysis. Our complete team is detailed in the Personnel section of our proposal and includes an organizational chart along with resumes for each staff member. HUNT understands that the TCIDA experienced staff will continue to provide the required grant consulting services. If additional support is needed, **HUNT's Grant Administrator, Tammy Kunzman**, will be ready to provide assistance.

HUNT's desire to help the TCIDA develop this site analysis reflects our overwhelming support for your goals and our detailed project approach that goes above and beyond the required scope to address likely site development concerns. Community improvement projects have been the bedrock of HUNT's engineering since our founding in 1973. HUNT is available, qualified, and excited about the possibility of working with you on the Lounsberry Industrial Area Expansion. Please do not hesitate to contact me at (607) 358-1000 ext. 1063 or via email at [SteedT@HUNT-EAS.com](mailto:SteedT@HUNT-EAS.com) with any questions or further information.

Sincerely,

**HUNT ENGINEERS, ARCHITECTS, LAND SURVEYORS & LANDSCAPE ARCHITECT, DPC**



Timothy K. Steed, PE  
Principal-in-Charge

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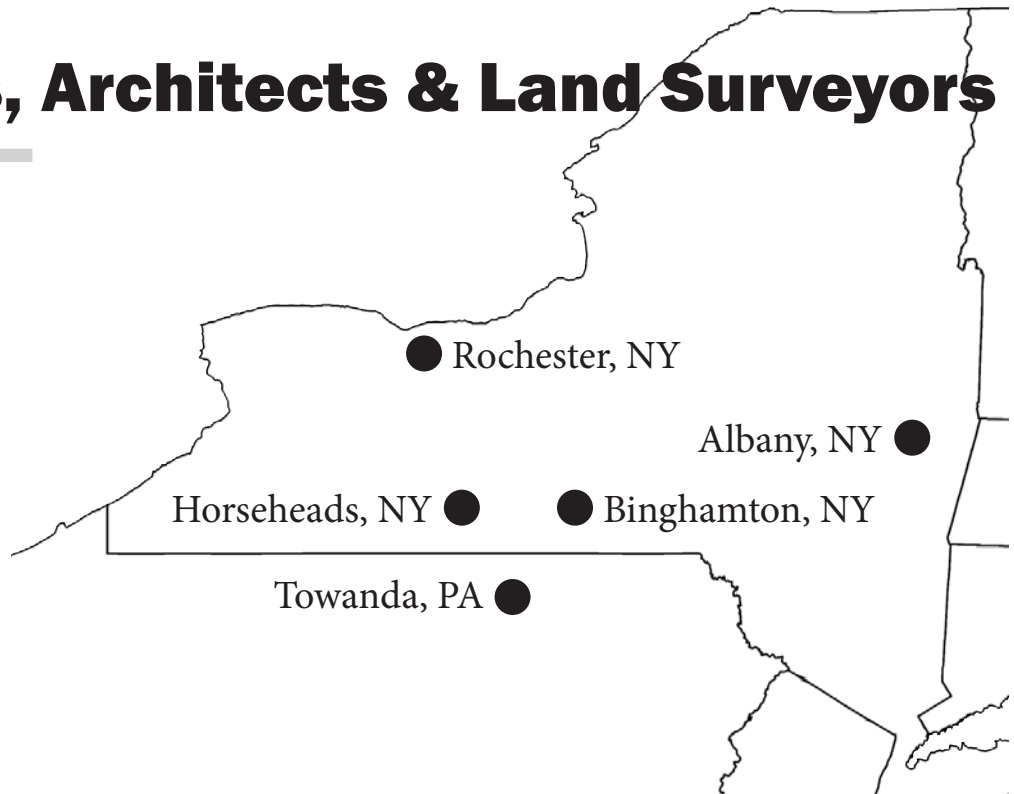
# Company Profile

## Hunt Engineers, Architects & Land Surveyors

### Hunt Engineers, Architects, Land Surveyors & Landscape Architect, DPC (dba HUNT)

has its headquarters in Horseheads, New York, and currently has 16 licensed professionals and our Director of Technology as stockholders. Celebrating **over 50 years** in business, the firm specializes in consulting and design for educational, institutional, and private sector facilities (architecture and building systems, interior design, campus amenities, and athletic fields), municipal infrastructure (water and wastewater systems, storm water management), state, county, and local transportation facilities, and technology consulting and design.

[www.hunt-eas.com](http://www.hunt-eas.com)



251 New Karner Road  
Albany, NY 12205  
p: (607) 798-8081  
f: (607) 798-8186

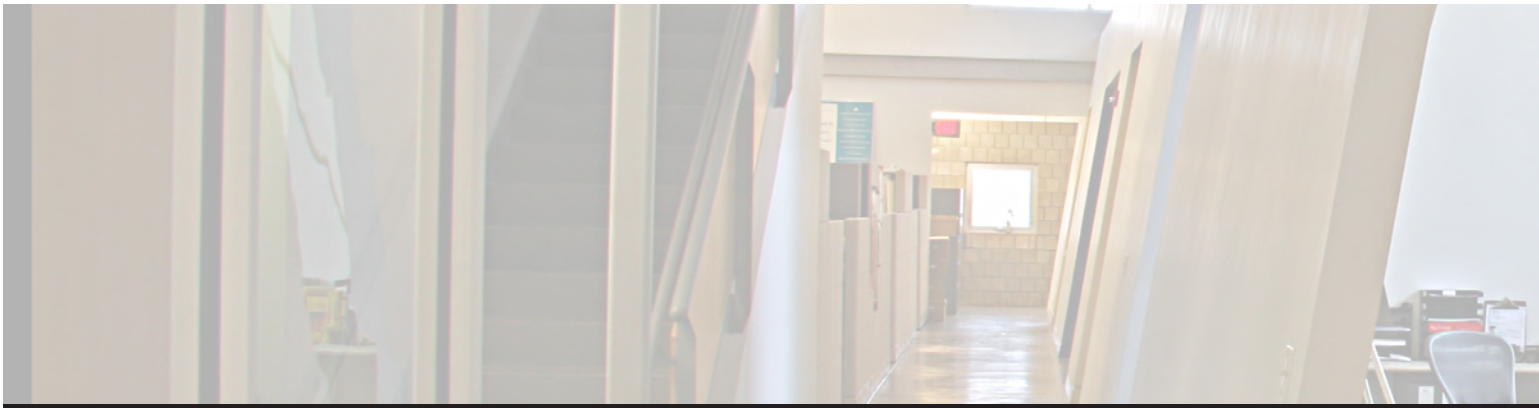
143 Court Street  
Binghamton, NY 13901  
p: (607) 798-8081  
f: (607) 798-8186

Airport Corporate Park  
100 Hunt Center  
Horseheads, NY 14845  
p: (607) 358-1000  
f: (607) 358-1800

4 Commercial Street  
Suite 300  
Rochester, NY 14614  
p: (585) 327-7950  
f: (585) 327-7949

Progress Plaza  
1 Elizabeth Street  
Suite 12  
Towanda, PA 18848  
p: (570) 265-4868  
f: (570) 265-4872





# Firm History

## Since 1973



**Bob Hunt** and **Newt Gowdy** form the initial partnership that endures today.

HUNT purchases **Connell & Hersh Architects** of **Corning**, adding **architecture** to its survey and engineering services.

The purchase of **Hasenauer & Sovie Consulting Engineers** of **Canadaigua** moves HUNT into the **Rochester** market, where it continues to have a strong presence.



The purchase of two firms in **Williamsport, PA**, adds clients and personnel to HUNT's roster.

**1973**

**1983**

**1985**

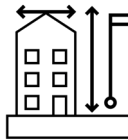
**1989**



HUNT expands again as its **Towanda, PA** office opens to better service Northern Tier clients.

Following the purchase of **FM Technologies**, 15 employees begin work at HUNT's offices at the **Gorsline Building** in **Rochester's** historic **High Falls District**.

100 HUNT staff members move into the new 18,000 SF facility on **Daniel Zenker Drive** in **Horseheads, NY**.



HUNT's growth continues as its staff reaches **100 professionals** and support personnel.

**Bob Hunt** retires, and **Dan Bower**, **John Cake** and **Chuck Franzese** assume ownership of the firm.



HUNT celebrates **40 years** of serving its clients.

**2011**

**2002**

**2001**

**1998**

**1993**

**2013**



To allow a percentage of non-licensed staff to hold ownership of the firm, HUNT officially changed its form of corporation and name to **Hunt Engineers, Architects, Land Surveyors & Landscape Architect, DPC**.

**Dan Bower**, **John Cake** and **Chuck Franzese** step down from the Board of Directors, and leaders in other areas transitioned into the new HUNT BOD, including **Chris Bond** as President and CEO, **Greg Barr** and **Darin Rathbun** as Vice Presidents, **Tim Steed** as Corporate Secretary, and **Dean Hackett** and **Jeff Robbins**.



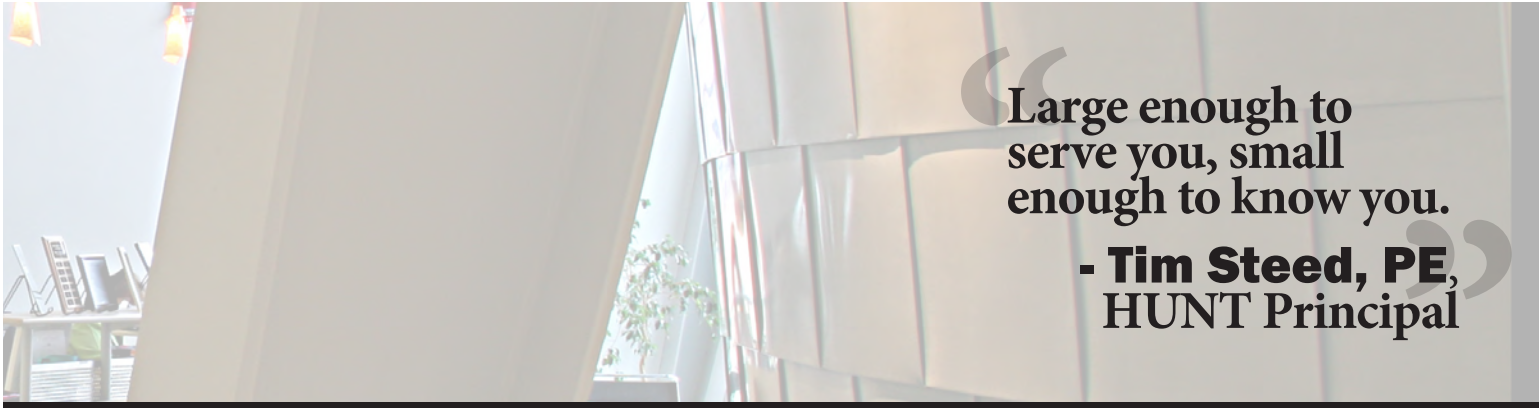
HUNT celebrates **50 years** of serving its clients and acquires **Shumaker Consulting, Engineering, & Land Surveying**. Expanding geographic outreach with offices in **Binghamton, NY** and **Albany, NY**.

**Today**, HUNT has developed into a multidisciplinary design firm including 17 shareholders and 10 associates. HUNT continues to strengthen its reputation as a premier provider of professional services within the many disciplines encompassing engineering, architecture, and surveying. The firm's diversified portfolio includes projects of varying sizes across the public and private sectors.

**2015**

**2019**

**2023**



“Large enough to  
serve you, small  
enough to know you.”

- **Tim Steed, PE,**  
HUNT Principal

## Staffing Level

190 Employees, 10 Seasonal Construction Inspectors

## Licensed Professionals

59 (28 Engineers, 16 Architects, 4 Landscape Architects, 7 Surveyors,  
2 Geologists, 2 Registered Communications Distribution Designers)

### Architecture & Buildings Systems:

Architecture, Interior Design, MEP Engineering

16 licensed architects, 4 licensed engineers

### Municipal Engineering:

Survey, Site Design, Environmental Engineering

14 licensed engineers, 7 licensed land surveyors,  
4 licensed landscape architects, 2 licensed geologists

### Transportation & Structural:

10 licensed engineers

### Technology Consulting, Design & Integration:

2 design and integration certifications

## Principals

**Christopher J. Bond, PE** (NY, PA, VT, DE)

Chief Executive Officer/President

**Greg J. Barr, PE**, LEED AP (NY, PA)

Vice President

**Joshua S. Bezio, AIA** (NY, PA, IL)

**Nathan G. Binns, PE** (NY, PA)

Director of Structural

**Scott C. Cyr, AIA** (NY)

**Barry J. Dumbauld, PE** (NY, PA)

Director of Transportation

**Ryan P. Garrison**

Director of Technology

**John D. Gleckner Jr., PE** (NY, PA)

**Luke Grasmeyer, RLA** (NY, PA)

**Dean C. Hackett, RLA**, LEED AP (NY)

Vice President of Business Services

**Gary E. Henry, AIA** (NY, PA)

**Michael W. Jones, AIA** (NY, PA)

**Darin L. Rathbun, PE** (NY, PA, MD, NJ)

Vice President

**Kristi L. Rathbun, PE** (NY, PA, VA)

**Jeffrey M. Robbins, AIA** (NY, PA)

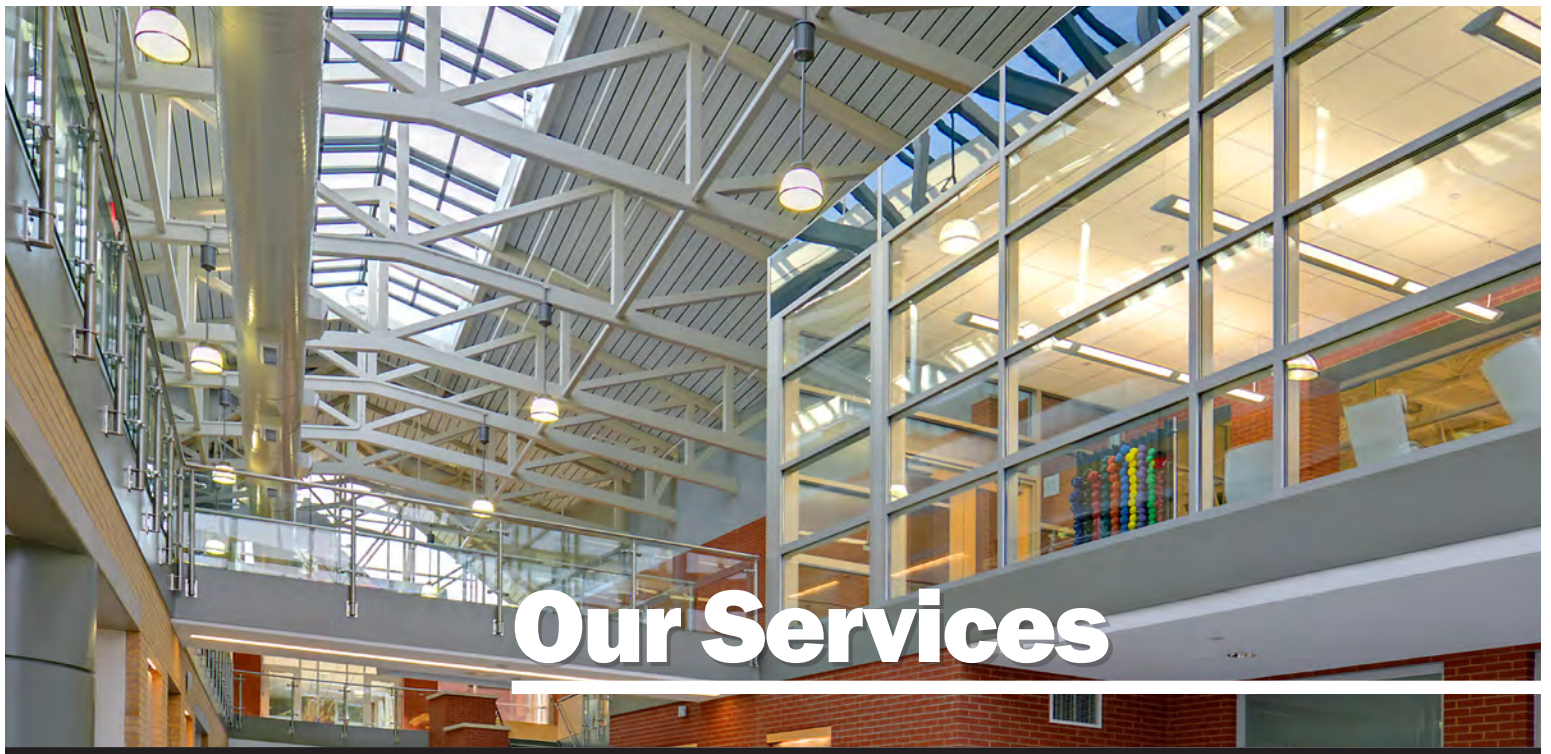
Director of Architecture

**Chad A. Snowburg, RA** (NY)

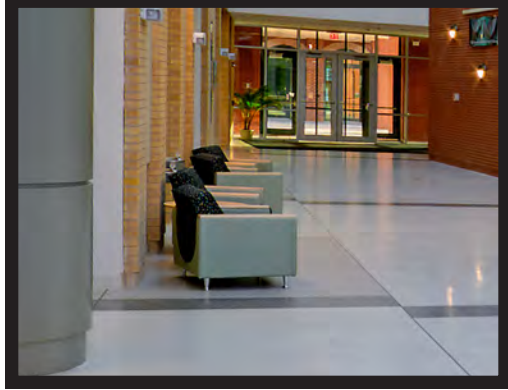
**Timothy K. Steed, PE** (NY, PA, NJ)

Corporate Secretary





# Our Services



- Architecture
- Asbestos/Lead Abatement Design
- Aviation Management Planning, Architecture & Engineering
- Building Condition Surveys
- Civil/Site Engineering
- Clerk-of-the-Work Services
- Construction Administration
- Control Systems & Automation
- Cost Estimating & Cost Control
- Electrical Engineering
- Energy Studies
- Facilities Management Information Systems
- Funding Solicitation & Administration
- Furniture, Fixture & Equipment Selection
- Interior Design
- Investigative Engineering
- Land Surveying
- Landscape Architecture
- Municipal Engineering
- Mechanical Engineering
- Planning
- Programming
- Project Management
- Regulatory & Agency Approvals
- Storm Drainage Design
- Structural Design
- Technology Design & Planning
- Transportation
- Water & Wastewater
- Wetland Delineation

## Markets Served:

- K-12 Education
- College/University
- Municipalities
- Healthcare
- State Agencies
- Industrial
- Private Development







# Site/Civil Engineering

**H**UNT's site/civil team brings a depth of experience, and an attention to detail that will be evident in the development process and at the completion of your facility.

## Site/Civil Services:

### Site Planning

- Grading
- Drainage
- Parking Lot Layout
- SWPPP (SPDES)
- Storm Water Mgmt. (SPDES)
- Erosion & Sediment Controls
- Utility Layout

### Water Infrastructure

- Groundwater Supply Design
- Disinfection & Water Quality Treatment Design
- Water Booster Pump Station Design
- Water Transmission & Distribution Piping Design
- Water Storage Facility Design

### Studies/Reporting

- Water System Analysis
- Hydraulic Water Modeling
- Map, Plan & Report
- Sanitary Sewer/Inflow & Infiltration Studies
- Sewer Modeling
- Stormwater Pollution Prevention Plans
- Funding Assistance

### Wastewater Infrastructure

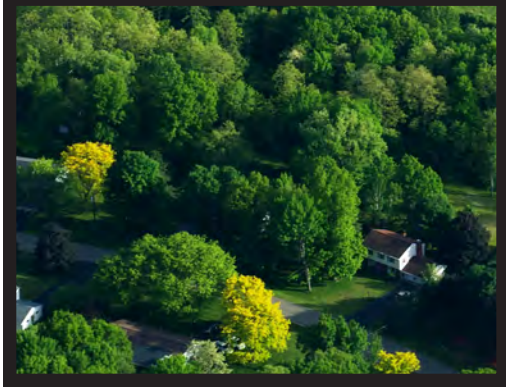
- On-Site Wastewater Treatment & Disposal Systems
- Sanitary Sewer Collection System Design
- Wastewater Lift Station Design

### Stormwater Infrastructure

- Stormwater Collection System Design
- Stormwater Detention Facility Design

### Transportation Services

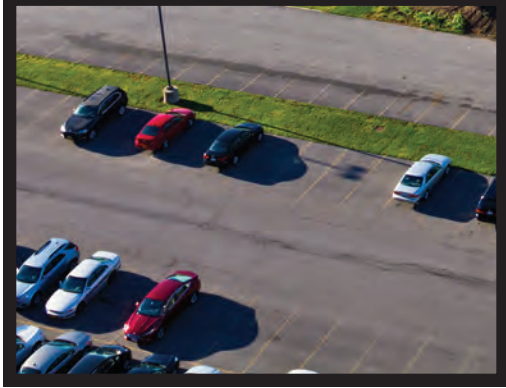
- State & Interstate Highways
- County & Town Roads
- Urban Streets & Streetscapes
- Bridges
- Traffic Studies
- Horizontal Curve Studies
- Construction Inspection
- Pedestrian & Bicycle Paths







# Transportation Engineering



**H**UNT provides a broad range of transportation engineering services, including roadway and bridge design, highway and interchange design, construction administration, construction inspection, and project management.

HUNT provides flexible and feasible recommendations to our clients. We work hard to ensure that whatever your desired outcome, our plan will meet or exceed your project requirements.

## Transportation Services:


- State & Interstate Highways
- Interchanges
- County & Town/City Roads
- Urban Streets & Streetscapes
- Bridges
- Traffic Studies
- Horizontal Curve Studies
- Survey & Mapping
- Hydrologic & Hydraulic Studies
- Construction Inspection
- Construction Administration
- Pedestrian & Bicycle Paths
- Traffic Signals
- Traffic Calming
- Stormwater Management
- ADA Pedestrian Accommodations
- Complete Streets







# Environmental Ecological Services



**H**UNT's team of engineers, scientists, geologists, and technicians have the specialized expertise needed to perform comprehensive environmental assessments, auditing and compliance services in accordance with ASTM, and State/Federal guidelines and regulations. HUNT routinely provides our clients with third-party environmental auditing, permitting, wetland delineation and mitigation, compliance planning, investigation, remediation and reporting assistance under each of the major environmental programs. HUNT staff are OSHA, NYS DOL, and EPA certified to provide asbestos, lead, and petroleum compliance services for all our clients.

## Environmental Services:

### Wetland and Ecology Services

- Field Delineations & Screenings
- Coordination for Jurisdictional Determination & Boundary Validation
- Mitigation Design & Monitoring
- Threatened & Endangered Species Agency Coordination
- Cultural Resources Agency Coordination
- Breeding Bird Surveys & Winter Grassland Raptor Surveys
- Raptor Surveys

### Environmental Review

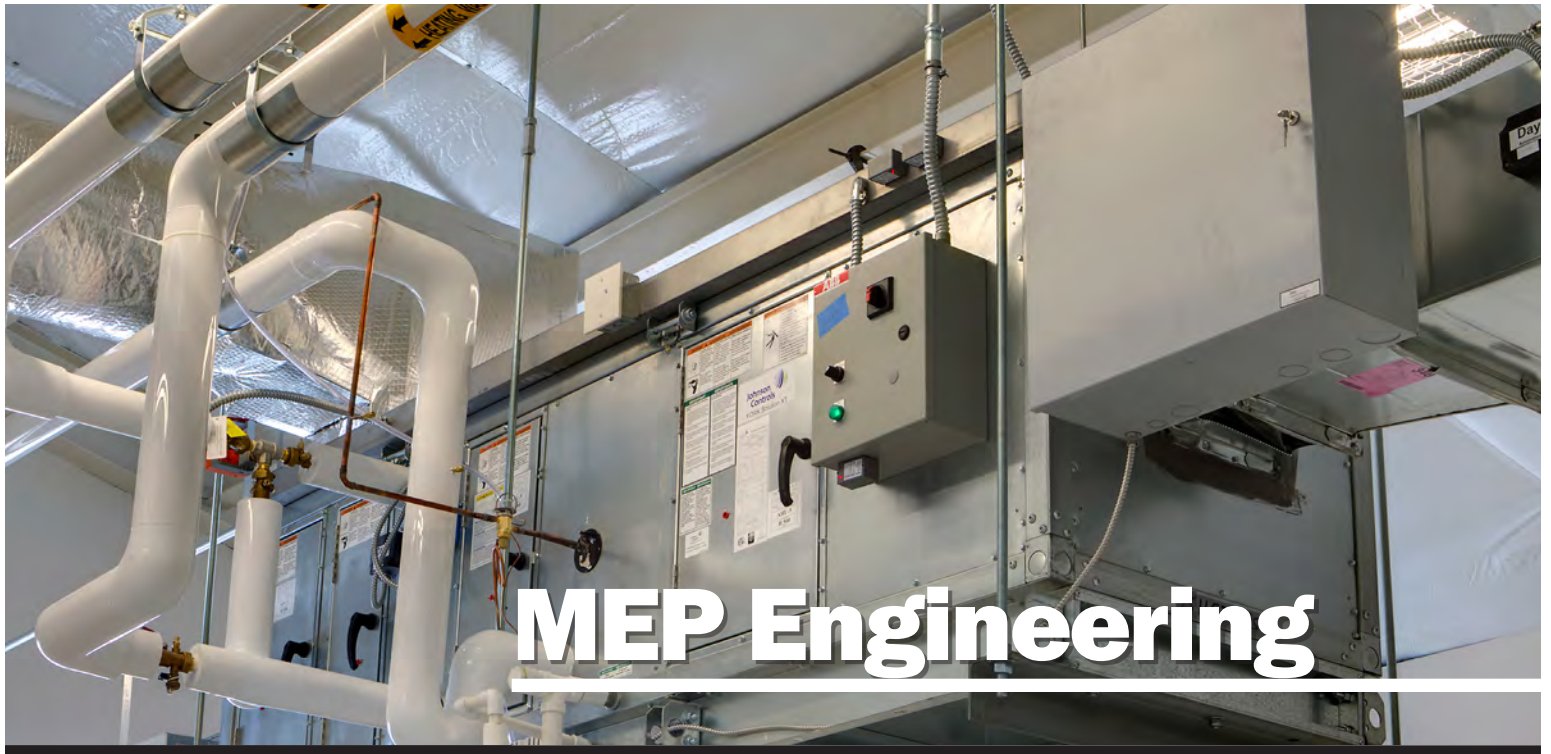
- SEQR/NEPA
- Environmental Impact Statements

### Environmental Permitting

- USACE Section 10, Section 404
- NYSDEC Article 15, 24, & 25 Water Quality Certifications
- Local Municipality Permitting
- MS4 Permit Compliance Assistance
- SWPPP Development & Inspections
- Water Storage Facility Design







# MEP Engineering



**H**UNT engineers have designed installations and performed studies for a wide variety of municipalities, private industrial, manufacturers, as well as schools and universities.

## MEP Services:

### Mechanical Engineering

- HVAC Systems
- Industrial Fume/Material Handling Exhaust Systems
- Hospital/Laboratory HVAC Systems
- Energy Use Evaluation
- Automatic Temperature Control & Energy Management Systems Design
- Commercial Kitchen Exhaust
- Clean Rooms
- Hydronic Heating/Cooling Systems
- Steam Piping Systems
- Chilled Water Systems
- Chemical Process & Manufacturing Systems
- Sanitary/Aseptic Process Systems, Equipment, & Piping

### Plumbing Engineering

- Medical Gas/Compressed Air Systems
- Domestic Water Heating/Piping Systems
- Sanitary Drain/Waste/Vent Systems
- Storm Water Drainage Systems
- Fuel Oil Piping Systems
- Fire Protection

### Electrical Engineering

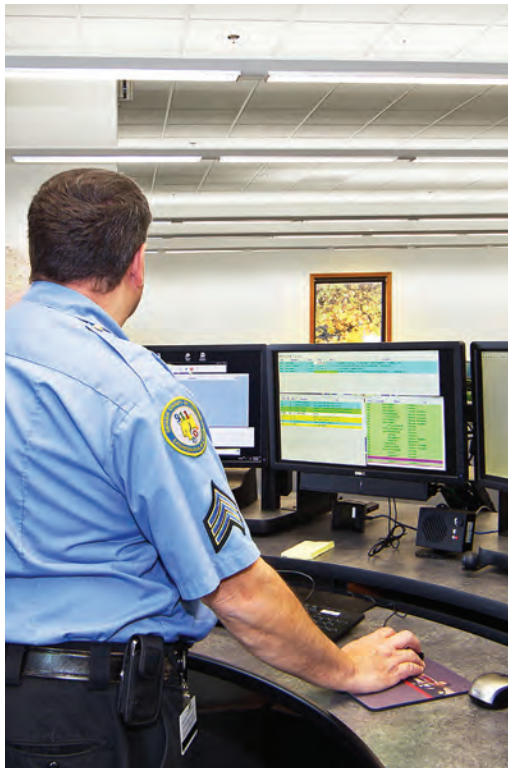
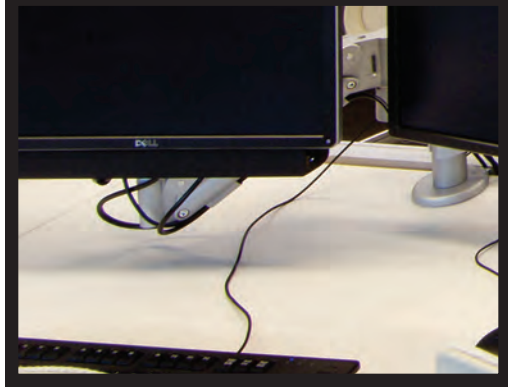
- FDA Process Validation IQ/OQ/PQ
- SQF Code
- Primary/Secondary Power Distribution
- Interior/Exterior Lighting
- Smoke/Fire Protection Systems
- Emergency Power Systems
- Security Systems







# Information Technology



**H**UNT offers technology consulting and design services to educational, municipal, industrial, institutional, commercial, and private clients.

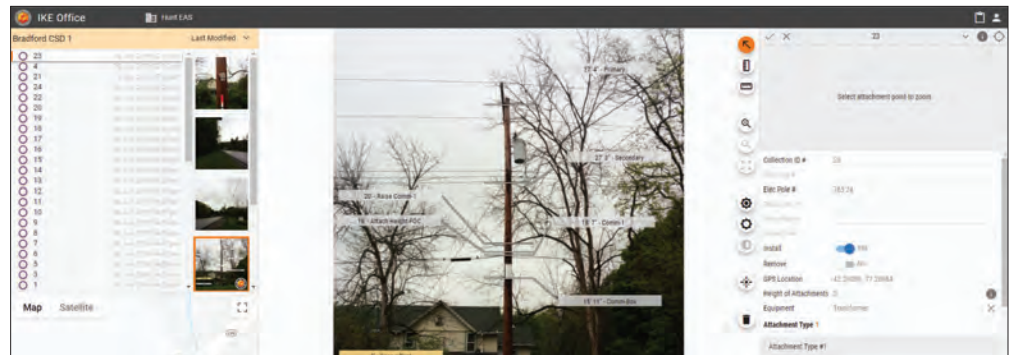
## IT Services:

### Technology Consulting

- Networking Reviews & Assessments
- System Inventory
- IT Strategic & Master Planning
- IT Project Management
- Server & Network Management Strategies
- Redundancy & Disaster Recovery Planning
- Maintenance & Support Strategies
- Wireless Network Surveying
- Communications Utility Surveying
- Broadband Development Feasibility & Planning
- Broadband Development Funding Strategies & Grant Writing
- GIS Mapping Services
- Drone Surveying, Aerial and Thermal Imagery
- Hardware/Software Procurement
- E-Rate
- Smart Schools Bond Act Planning

### Technology Design Services

- Communications & Data Infrastructure
- Instructional Technology
- Audio/Video Infrastructure
- Network Equipment
- Wireless Network Design
- Voice over IP Systems
- Intra-Building Communication Systems
- Building Automation and Control
- Security Door Access
- Video Surveillance
- Outside Plant Communications
- Broadband Networks: Fiber-to-the-Home & Dark







# Structural Engineering



**H**UNT engineers have designed structural systems for a wide variety of municipalities, private industrial, manufacturers, as well as schools and universities.

## Structural Services:

### Design of Systems

- Steel
- Cast-in-place Concrete
- Precast/Prestressed Concrete
- Post-tensioned Concrete
- Tilt-up Concrete
- Concrete Masonry
- Stone Masonry
- Timber
- Light Gauge Metal
- Piling & Sheet Piling
- Caissons

### Project Types

- Safe Load Capacity Determination
- New Construction Design
- Addition Design
- Rehabilitation
- Repair & or Strengthening
- Value Engineering
- Construction Engineering
- Forensic Engineering
- Design Build
- Condition/Construction Inspection
- Cost Estimating







# Project Approach

HUNT has developed a comprehensive project approach that will identify and quantify work needed to create two (2) shovel ready parcels for industrial development. This effort will result in a development of a Conceptual Plan and Preliminary Engineering Report (PER) that can be utilized to secure funding necessary for completion of identified improvements. The scope of work includes:

## 1. General

- A. **Kick-off Meeting:**  
HUNT will initiate the project with a kick-off meeting involving key Tioga County officials, Town officials, and other relevant stakeholders. This meeting will ensure that all parties are aligned regarding the project's goals, expectations, and deliverables. We will review the project scope, establish a clear schedule, define roles, and establish lines of communication. Together, we will develop a project success definition that will be referenced throughout the process and reviewed upon completion of the PER.
- B. HUNT and County planning personnel shall review uses of the proposed parcels/facilities, discuss single use of each site versus subdivision, discuss a basis of design with respect to utility demands (i.e. typical loads/demands, etc.
- C. Obtain any data available from the Tioga County IDA such as survey information or results from other completed environmental studies (i.e. wetlands, Phase I environmental, etc.)

## 2. Site Planning

- A. Develop a conceptual plan documenting proposed development potential at the site. This plan shall generally depict building location, off street parking areas, access driveways, allocated stormwater management areas, etc. The plan shall be developed utilizing aerial mapping, LIDAR data, tax maps, and any other provided survey data Tioga County IDA possesses.
- B. Review the conceptual plan with the Tioga County IDA to gain input. The plan shall be revised according to the IDA's feedback. It is assumed that minor, not major revisions to the conceptual plans, will be required.

## 3. Utility Availability & Capability

- A. **Electric and Gas**
  - i. Utilizing proposed development potential established in the site planning phase, HUNT shall develop potential gas and electric loads. Additionally, gas and electric loads for the existing industrial park buildings shall be reviewed to understand potential demands/square foot. These utility loads shall be documented and submitted to the respective utility companies. The process of submitting load sheets will initiate coordination with the utility companies where planning meetings shall be initiated. Data gathered from the utility companies shall be utilized to understand the current utility locations, utility sizing and available capacities.
  - ii. Conceptual electric and gas extension drawings shall be made and cost estimates established.



## Project Approach

### B. Telecommunications

- i. Investigation of telecommunications for industrial development project shall involve a systematic approach to ensure adequate connectivity and infrastructure. First, HUNT will coordinate with Tioga County to conduct an expected needs assessment to identify the possible telecommunications requirements of the proposed development, including internet bandwidth, phone systems, and data transmission needs. Next, HUNT will evaluate existing telecommunications infrastructure in the area, including the availability of fiber optic lines, cell towers, and service providers. Engaging with local telecommunications companies will provide insights into potential upgrades or expansions needed to support the development. Additionally, HUNT will assess regulatory requirements and any necessary permits for installation or upgrades. Finally, HUNT shall compile cost estimates documenting telecommunications solutions.
- ii. Conceptual telecommunication utility extension drawings shall be made and cost estimates established.

### C. Water System

- i. HUNT shall meet with the Tioga County Department of Health and the local water department to assess the current water district limits, available infrastructure and to obtain all current data including engineering design drawings, watermain sizing, groundwater supply configuration, groundwater production records, regulatory withdrawal permits, water storage tank sizing, Insurance Services Office fire flow requirements, etc.

If district formation is required for system extension, this shall be reviewed with Tioga County IDA to review potential next steps. District extension is a time-consuming process and may inhibit future funding availability. Therefore, the IDA may desire to initiate steps with respect to district formation more readily. Given the required involvement of the Town, they should be invited to these discussions.

- ii. Obtained data will be utilized to review water supply suitability and water storage capacity.
- iii. Develop a water model to simulate existing conditions. This water model shall be utilized to simulate utility extensions to the site and evaluate resulting flows/pressures. If insufficient fire flows or pressures are realized, additional water system improvements will be reviewed such as booster pump stations, etc.
- iv. Improvement alternatives shall be evaluated and cost estimates developed. The most cost-effective solution shall be deemed the preferred alternative. Conceptual mapping of the preferred alternative developed.

### D. Sanitary Sewer

- i. HUNT shall meet with the local wastewater system operator to review the current service area and town sewer district boundaries. District boundaries and limitations shall be reviewed with Tioga County IDA.
- ii. Obtain data from the wastewater operations including existing design drawings, monthly regulatory reports, sanitary sewer SPDES permit, pump station data (i.e. pump sizing, run times, etc.) etc.
- iii. HUNT shall conduct cursory evaluations of the collect and treatment system based upon the expected hydraulic loading rates associated with the new development. Sanitary sewer system improvements shall be reviewed and quantified.
- iv. Conceptual drawings shall be developed for the proposed sanitary sewer extension.



## Project Approach

### 4. Geotechnical Investigation

A geotechnical analysis shall be completed at each site to document subsurface soil conditions to establish an understanding of soil bearing capacities and infiltration potential. Infiltration potential will impact stormwater disposal opportunities and provide an understanding as to the spatial needs of stormwater management systems. It is estimated that three (3) borings will be completed at each parcel along with two (2) infiltration tests at each site. This approach assumes two parcels and is not considering subdividing into greater than multiple lots. If subdivision is proposed and additional borings or infiltration tests are required, this shall be reviewed with Tioga County IDA.

### 5. Stormwater

- A. Using the developed conceptual plan and obtained infiltration tests completed during the geotechnical evaluation, HUNT shall complete cursory stormwater runoff modelling to assess spatial needs for stormwater management at each site. This holistic approach will provide a solid foundation for developing the future layout of the site development and effective stormwater management solutions tailored to the site's specific conditions.
- B. HUNT will review the best potential locations and likely stormwater treatment requirements at each site.
- C. The stormwater management areas shall be delineated on the proposed conceptual plan for each site.
- D. The stormwater plan shall be reviewed with Tioga County IDA.

### 6. Smith Road Access

- A. HUNT will investigate two access road options for the 96 Smith Creek Road site and gather field survey of Smith Creek in the locations of the options investigated in order to perform a hydrologic and hydraulic analysis of Smith Creek (utilizing StreamStats web resource) at the project site to determine the required hydraulic opening of the crossings.

Smith Creek is a Class C stream and falls within a FEMA Zone A at the project location. New/replacement structure will be covered by the USACE Nationwide Permit #3 and preliminary structure will be sized to meet bankfull width and 50-year design storm requirements as detailed in the NYSDEC Blanket Water Quality Certification applicable to NWP #3.

- B. Collected data and information gleaned from any nearby soil borings obtained as part of the project will be used to compile preliminary structure plans for one or two-options detailing length and width requirements of the structures along with preliminary cost estimates.





# Project Approach

## 7. Preliminary Engineering Report

HUNT shall develop a Preliminary Engineering Report (PER) that documents the proposed improvement alternatives that are required to provide for a shovel ready site. This report shall be completed according to economic development standards such as it is capable of accompanying future funding applications for programs such as Appalachian Regional Commission (ARC), Economic Development Agency (EDA), etc.

The PER shall discuss existing conditions, environmental conditions present (using desktop analysis and other information provided by Tioga County IDA), improvement alternatives investigated, preferred alternatives, preferred alternative cost estimates, funding option discussions, permits required, and potential project schedule.

## 8. Environmental Review & Impact Assessment

- A. Complete Part I, Part II and Part II of the State Environmental Quality Review (SEQR) documentation. The completed documents shall be reviewed by with the Tioga County IDA.
- B. Subsequent to completion of the conceptual plan, the proposed mapping and Part I of the SEQR documentation shall be submitted to perceived involved agencies.
- C. The Tioga County IDA can review/complete the impact evaluation (Part II), declare lead agency and establish a determination of significance (Part III). If Tioga County IDA desires HUNT to addend these meetings, this can be coordinated with a progress meeting or the final presentation meeting.
- D. Hunt will complete project review for rare, threatened, and endangered species, including correspondence and documentation from the US Fish and Wildlife Service (US FWS), US FWS Information for Planning and Consultation (IPaC), and the New York Natural Heritage Program (NYNHP).

## 9. Project Management, Meetings & Presentations

- A. HUNT shall complete monthly progress updates with the Tioga County IDA representative.
- B. Up to eight (8) in-person progress meetings shall be projected. These shall be attended by the Project Manager with input, from strategic project engineers, as needed.
- C. HUNT shall complete one (1) final presentation to the Tioga County IDA for purposes of reviewing the Preliminary Engineering Report and recommendations.



# Project Approach

## Project Schedule

Award & Kick Off Meeting:	November 2024
Data Gathering:	November – December 2024
Conceptual Planning:	December 2024
Geotechnical Analysis:	January-February 2025
Improvement Alternative Assessment:	January – March 2025
Preliminary Engineering Report:	January – April 2025
SEQR & Closeout:	April – June 2025

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# References

## **Anita Kingsbauer, Facilities Project Manager**

Guthrie Corning Hospital  
1 Guthrie Square  
Sayre, PA 18840  
phone: 570.887.4317  
Anita.Kingsbauer@Guthrie.org

**Recent:** Multiple Site Plans; New Facility Construction; Stormwater Improvements; Roadway Design

## **Brad Yackel, Director of Facilities**

Greater Southern Tier BOCES  
459 Philo Road  
Elmira, NY 14903  
phone: 607.481.1236  
BYackel@GSTBOCES.org

**Recent:** Master Planning; Multiple Site Plans; Extensive MEP; Fiber Telecommunications; Traffic Design

## **Michelle Caulfield, Superintendent**

Corning Painted-Post CSD  
165 Charles Street  
Painted Post, NY 14870  
phone: 607.936.3704  
MCaulfield@CPPASD.com

**Recent:** Master Planning; Multiple Site Plans; Extensive MEP; Fiber Telecommunications; Traffic Design

## **Rosalynn Dudash, Systems Director**

Arnot Health  
600 Ivy Street, Suite 102  
Elmira, NY 14905  
phone: 607.737.4500  
RDudash@ArnotHealth.org

**Recent:** Multiple Site Plans; New Facility Construction; Extensive MEP; Helipad







# References



**Hillary Austin, Superintendent**

Elmira City School District  
430 W. Washington Avenue  
Elmira, NY 14901  
phone: 607.735.3009  
HAustin@ElmiraCitySchools.com

**Recent:** Numerous District-wide, Full-Service Projects - Capital Outlays, Building Condition Surveys, Environmental Analysis (Soil Remediation)

**Melissa Greenthal, Deputy Town Manager**  
**Rita McCarthy, Town Manager (ret.)**

Town of Erwin  
310 Town Center Road, 2nd Floor  
Painted Post, NY 14870  
phone: 607.962.7021  
TownManager@ErwinNY.org

**Recent:** Numerous Wastewater Treatment Plant projects; Private/Public Plan Reviews; Retainer Agreements; I86 Exit 43 Economic Development Plan

**Joseph R. Roman, Town Supervisor**

Town of Southport  
1139 Pennsylvania Avenue  
Elmira, NY 14904  
phone: 607.734.1548  
JRoman@TownofSouthport.com

**Recent:** Economic Dev. Strategy; Comprehensive Plan



# Organizational Chart

## Project Management Team



**Tim Steed, PE**  
Principal-in-Charge



**Luke Grasmeyer, RLA**  
Project Manager

## Design Team



**Jonatha Meade, PE**  
Stormwater Design



**Andrew Rudy, EIT**  
Utilities Design



**Cristina Donahue, PE**  
Bridge Design



**Jim Driscall, PG**  
Environmental Services



**John Gleckner, PE**  
MEP



**Corey Hopper, RCDD**  
Technology Design



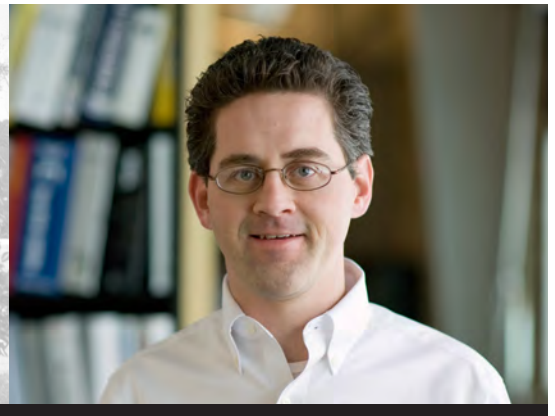
**Nate Binns, PE**  
Structural Design





# Timothy K. Steed, PE

## Principal/Director of Civil Engineering



Tim Steed is a key member of the HUNT project teams that provide civil engineering services to clients in the public and private sector. Tim is an expert in municipal water modeling, design of water supply and distribution systems, designs for wastewater treatment and collection, and storm water control. Tim's experience as a client/project manager enables him to efficiently manage environmental engineering, including developing hydrologic studies and designing pumping and wastewater treatment facilities.

### Education

Syracuse University, Syracuse, NY,  
MS, Engineering Management,  
1998

Syracuse University, Syracuse, NY,  
BS, Environmental Engineering,  
1996

### Professional Registration

Professional Engineer  
New York, #080669, 2003  
Pennsylvania, #PE071262, 2004  
New Jersey, #GE048258, 2009

### Affiliations

American Society of Civil  
Engineers

Finger Lakes Water Works  
Conference

Southern Tier Water Works

### Continuing Education

Stream Investigation,  
Stabilization, and Restoration  
by David Derrick, Potomologist,  
2016

## Selected Project Experience

### Guthrie Healthcare Systems, Inc., Replacement Corning Hospital, Corning, NY

Project Manager on site/civil design for new \$100 million hospital facility. This included overall site design, new water storage tank and municipal system extension, new wastewater lift station and resulting 2 mile force main, helipad, off-street parking areas, site access, ADA accessible routes, green stormwater management practices, lighting design and extension of NYSDOT thoroughfare. This project also resulted in alignment modifications and alterations to Winfield Creek. Coordinated with client and agencies to obtain the necessary local and state approvals.

### Guthrie Healthcare Systems, Inc., Clinic Site Assessment, Bath, NY

Project Manager and Engineer for preparation of three (3) comprehensive site assessments of three (3) alternate sites in Bath, NY, to help Guthrie evaluate the best potential property for the development of a 14,000 square foot facility. The assessment also reviewed possible impacts to development including soils conditions, site access, availability of utilities, stormwater management requirements, and environmental concerns such as wetlands, flood hazard areas, and archaeological impacts. Findings were summarized in a feasibility report conceptual site plan with construction cost estimates.

### The Krog Corporation, Erwin Distribution Facility, Erwin, NY

Design Engineer and project manager for site planning for new 400,000 square feet trucking and storage facility. Plan included on-site storm water retention ponds, new DOT entrance permit, modifications to NYS Route 417 including lane widening and turning lanes, completion of traffic analysis, environmental investigation, and solicitation of regulatory approval.

### Town of Erwin, Coopers Plains/Long Acres Water System, Cooper Plains, NY

Completed design of a significant water system expansion including 30,000 ft. of watermain, 500,000 gallon water storage facility, rechlorination station and all associated site work (security fencing, grading, restoration, etc.). Due to the nature of the expansion and intricate sequence of construction was developed to minimize interruptions of existing water system customers. Design included preparation of contract documents and provision of bidding assistance.

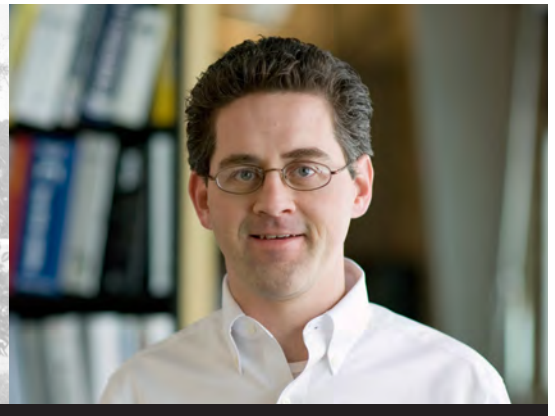
### SCOPED, Water/Wastewater Infrastructure Study, Schuyler County, NY

Conducted a county-wide study of the inter-municipal water and wastewater infrastructure for the Schuyler County Partnership for Economic Development (SCOPED). The project included a series of exploratory public meetings with each of the towns to gather data on areas of growth, and perceived needs for improved water and wastewater systems. HUNT produced a development strategy for business and economic development based on a review of water plans, and an inventory of existing systems. HUNT worked with SCOPED and the local municipalities to identify potential sites for economic and business growth and development throughout Schuyler County.



# **Timothy K. Steed, PE**

## Principal/Director of Civil Engineering



### **Village of Bath, Water Distribution Study, Bath, NY**

Conducted a comprehensive study of the Village's water distribution system which services approximately 6,600 persons. Study included utilization of computer modeling to evaluate approximately 70 miles of watermain.

### **Schuyler County Buildings & Grounds, Seneca Harbor Park and Marina, Watkins Glen, NY**

Assisted with a design involving creation of a county park and boardwalk system along the southern end of Seneca Lake within the Village of Watkins Glen including layout of docks in Seneca Harbor, assisting with site improvement configurations, development of drainage and stormwater treatment systems, design of utilities to service a bathroom facility and development of an erosion control and sediment management plan.

### **Watkins Glen International, Campground & Utility Improvements, Watkins Glen, NY**

Completed the design and layout of one campground facility located within the Watkins Glen International Raceway to comply with New York State campground standards (10 NYCRR Part 7). The design also included extension of the public water system servicing the raceway to provide adequate utilities for the campground.

### **Watkins Glen, WWTP Headworks and Plant Upgrades, Village of Watkins Glen, NY**

Worked as project engineer and completed engineering design associated with installation of a new headworks facility, secondary clarifier rehabilitation and septage receiving station. This design involved installation of a completely new headworks facility complete with screening, grit removal, dewatering devices, replacement of clarifier interior mechanical components concrete restoration and coating, along with the installation of a new septage receiving station for septic haulers that included screening and pre-aeration.

### **Village of Painted Post, Wastewater Treatment Plant Upgrades, Village of Painted Post, NY**

Worked as project engineer for the upgrade to the existing wastewater treatment plant to include replacement to influent comminutors, resizing of raw water influent pumps, rehabilitation of primary clarification/clarigester units, design of new trickling filter, improvements to the secondary clarifier (new mechanical systems), new belt filter press and belt filter press building.

### **Chemung County Stormwater Coalition, Seeley & South Creeks Ephemeral Wetland, Pine City, NY**

Repurposed a former gravel mine into an overbank flood storage area for Seeley and South Creeks within the Town of Southport. This project involved establishing overflow channels from the aforementioned creeks into the former gravel mine for flows above a two (2) year flood event. This allowed suitable flows to remain to the stream channels for fish and vegetation propagation. The design efforts required development of a detailed HEC-RAS/HEC-HMS model along with obtaining permits from the NYSDEC and USACOE for streambed disturbance and disturbance to wetlands.



# Luke Grasmeyer, RLA

## Principal/Landscape Architect



Luke Grasmeyer joined the HUNT team in 2011 as a landscape designer, bringing expertise in residential and commercial landscape design and contracting. Luke's design work with HUNT quickly grew to include site design for healthcare, industrial, municipal, and educational clients. While earning his license in Landscape Architecture, Luke has developed his role at HUNT as a site designer and project architect responsible for all site design aspects. This earned him the title of Associate at HUNT in 2017 and became a Principal in 2022. Luke is also chairperson of the HUNT CAD committee.

### Education

SUNY School of Environmental Sciences and Forestry, Syracuse University, Syracuse, NY, BLA, 2011

### Professional Registration

Registered Landscape Architect  
New York, #002550, 2015  
Pennsylvania, #LA003127, 2015

### Affiliations

American Society of Landscape Architects, member

### Certifications

OSHA Hazardous Waste Operations & Emergency Response, 40-hour Training, 2017

## Selected Project Experience

### Corning-Painted Post Area School District, Various Projects, Painted Post, NY

As part of multi-facility \$97 million project, assisted with planting design, site layout work, athletic fields, storm water plantings, site furnishings and courtyard designs for the new High School; plantings and site layout work including sidewalks, small plaza spaces and fire access routes for the new Middle School. Conducted turf and track renovations for the district's stadium. Also designed retaining walls and parking for multiple Elementary Schools in the district.

### Elmira City School District, Various Projects, Elmira, NY

Three major site design projects have been completed with the district recently. The elementary project included work across all eight Elementary schools. Playgrounds were designed individually to meet the needs of each building. Hard play areas and courts were also rebuilt. Parking lot and sidewalk improvements were made to improve accessibility. The two high schools had been recently combined at the south side location. The parking lots were undersized and the traffic flow was causing backups at the street. The site was recognized by DEC as having contaminated soils throughout the site. HUNT collaborated with the DEC, environmental consulting engineers, and remediation contractors. In a restrictive time frame, the parking lot, parent drop off and bus drop off were redesigned and now provide safe traffic flow and separate parking lots for staff and students. At Ernie Davis Middle School, HUNT designed upgrades to the facility for its use from a high school to a middle school. Site work included stormwater system replacements, pavement replacement, and sidewalk improvements. Using pavement cores, an asphalt design solution was created specifically for each area of the site to preserve project budget and environmental impact.

### University at Buffalo, Millard Fillmore Academic Center Tunnel, Buffalo, NY

The MFAC tunnel on the North Campus acts as a transportation hub for more than six major dormitories, dining facilities, academic departments, administrative offices, and classrooms. Beyond being one of the busiest transportation hubs, it is also one of the most congested utility corridors within the entire campus. The limited space for sidewalks and ramps within the tunnel also created unique problems meeting current ADA requirements. In addition all new ADA ramps, handrails, and access points were constructed according to current standards. Assisted in these renovations by designing ramps and stairs to fit within the frame work of the buildings and tunnel that meet the proper ADA requirements.

### Guthrie Healthcare Systems, Inc., Replacement Corning Hospital, Corning, NY

Participated in the site/civil design for new \$100 million hospital facility. Site and Landscape designer for a new hospital facility site opened in July 2014. Guthrie Healthcare replaced its aging Corning Hospital with an all new building on an undeveloped 67 acre site. The building encompassed two stories and 25,000 square feet. The design included a new helicopter pad, parking lots, stormwater facilities, foundation plantings, courtyard plantings, patios, bus shelters, seat walls, and a large water feature at the front entrance.





# Jonatha L. Meade, PE

Site/Civil Engineer

Civil Engineer Jonatha Meade's over thirteen years of site/civil engineering and land development experience is demonstrated through her creative and detail-oriented engagement. Jonatha has been responsible for the comprehensive site/civil design of various residential, retail, commercial, and mixed-use sites. Her skills include the production of a wide variety of documents, including plan preparations, conceptual designs, permitting and construction documents.

Jonatha's areas of specialization include the following: site design, stormwater management design and grading, SWPPP design, utility design, land subdivision, and permitting.

## Education

Union College, Schenectady, NY,  
BS, Civil Engineering, 1996

## Professional Registration

Professional Engineer  
New York, #089809, 2011  
New Jersey, #24GE04840400,  
2010

## Affiliations

American Society of Civil  
Engineering, Member

## Continuing Education

Rochester Engineering Society  
Annual Seminars (2013-present)

## Selected Project Experience

**Smrt Architects and Engineers, Genesee County Jail Project, Town of Batavia, NY**  
Civil Design Project Manager for the site development associated with a stand-alone 116,840 sf Jail facility on a undeveloped 16-acre property. Included site evaluation, SEQR review, and creation of design development plans for construction estimating and regulatory reviews. Specialty approvals included archaeological investigation, wetland investigation, site access through existing County building shared driveway, and possible water main dedication to the Town. Challenging design required extensive coordination between Town, County, Genesee County Jail Committee, NYS Commission on Corrections, and multiple design consultants. Multiple approvals will be required, including Town Site Plan Review and Land Separation, Town Water/Sanitary Sewer Service Connection Permits including Back Flow Preventer (BFP) and Industrial Use Permit, NYSHPO No Impact, NYSDOT Utility/Driveway Connections, NYSDEC SPDES Permit and San Sewer Extension, NYSDOH water and back flow preventer.

**Keuka Commons at Keuka College, Town of Jerusalem, NY**

Project Site Engineer for the site plan approval, construction documents and construction administration for a new 2-story, 14,936 sf footprint college building with associated parking. The project required multiple area variances and coordination with the County, NYSDOH, and NYSDEC. Development of the property included an underground stormwater detention system, implementation of green infrastructure, accessible entrances, 125 space parking lot, new utility connections, landscaping, lighting, and extensive stormwater design analysis as required by the Town. Jonatha's involvement included site design, obtaining all required regulatory permits and approvals, and providing construction administration.

**Elderwood Senior Care Facility, Grand Island, NY**

Project manager and engineer for the preparation of a detailed site feasibility study for a 2-story, approximately 26,000 sf senior facility on 7.2-acre parcels to expand current facilities, construct senior independent living facilities on a neighboring property and provide community services and common spaces areas. Multiple layout scenarios assessed based on existing site features including extensive wetland areas. Study involved full review of local zoning codes, site access review, stormwater management review, identification of environmental concerns, availability of utilities, permits/approvals required and completion of conceptual plans and construction cost estimates.

**Anthony L. Jordan Health Care Corporation, Rochester, NY**

Project Manager and Engineer for the preparation of a detailed site feasibility study for three health facilities located in the City of Rochester. Feasibility studies to determine expansion opportunities, evaluate existing site conditions/features and analyze different upgrade scenarios. Studies generally included extensive review of local zoning codes, site access review, stormwater management review, identification of environmental concerns, availability of utilities, permits/approvals required and completion of conceptual plans and construction cost estimates.



# Andrew Rudy, E.I.T.

## Engineering Technician



Andrew Rudy has four years of experience and is responsible for drafting and design tasks in support of transportation and civil/site projects. He has demonstrated design expertise utilizing multiple software formats, including AutoCAD Civil 3D, MicroStation, and Inroads. Additional experience includes preparing impact figures for permit application packages, calculating impacts to wooded area, wetlands, and streams, preparing detailed figures for technical environmental reports, and providing estimate and design assistance for various water treatment and sanitary sewer plants.

### Education

Binghamton University  
B.S., Mechanical Engineering,  
2019

SUNY Broome  
A.S., Engineering Science, 2017

### Professional Registration

Engineer in Training: New York

## Selected Project Experience

### **Binghamton University , Binghamton University Pharmacy Research and Development Building, County of Broome, NY**

HUNT is providing, land surveying, utility, and site development design services to support the design and construction of a new research and development building next to the School of Pharmaceutical Science for Binghamton University. HUNT designed the site utilities including water, sanitary sewer and natural gas. HUNT further provided profiles and conflict resolution for the above utilities and electrical service banks, and telecom service banks. All existing and proposed utilities were located and designed in a 3D environment so they could be shown on the utility profiles. HUNT was also responsible site design including a new parking area and erosion and sediment control plans in accordance with NYSDEC standards. As Assistant Engineer Andrew lead civil and utility design on this project.

### **County of Dutchess, NY SOGS 45649 New York State Police Troop K Forensic & HQ Building Additions & Renovations, County of Dutchess, NY**

HUNT provided environmental services consisting of wetlands delineation & permitting and State Environmental Quality Review (SEQR) services, as well as site topographic survey and site civil engineering in support of the new FIU building and an addition to the Headquarters Building. The civil site design consisted of all hardscape design, parking lot layout, fencing potable water main and sanitary sewer collection system design. HUNT aided in documenting the work area phasing to ensure the State Police had the operational areas needed during construction. HUNT provided water and wastewater engineering design services, including a new sewage pump station and onsite Membrane Bioreactor (MBR) wastewater Treatment Plant (WWTP). HUNT assisted in getting the WWTP and a new and existing Oil Water Separator permitted through the NYSDEC SPDES. Andrew provided civil and CADD support during design of this project and is currently assisting with RFI and submittal reviews.

### **Village of Monticello & County of Sullivan, Sullivan County Jail Off-Site Utilities Evaluation, County of Sullivan, NY**

HUNT provided engineering services since project inception including evaluation of sites and site design. HUNT provided water and wastewater services for the project which first started by evaluating different alternatives to get municipal utilities to the new jail site. The final design included new water pressure boosting stations, on-site water storage, sanitary pump station, sanitary sewer fine screening system, and horizontal directorial drilling of water and sewer force mains to connect the jail site to the Village of Monticello utility systems. HUNT worked closely with the Village of Monticello and County of Sullivan in the development of an Intermunicipal Agreement for the utility services and was responsible for technical design aspects of the utilities. HUNT was responsible for all water and sanitary sewer design, reporting and permitting for the project. Andrew provided CADD support design on this project.



# Cristina L. Donahue, PE

## Bridge Team Leader



Cristina has over 15 years of experience with transportation design, joining HUNT in 2006. She has been the lead engineer on numerous bridge replacement and rehabilitation projects in 7 different New York counties for a variety of structure types using multiple funding sources. In addition, Cristina has designed numerous bridge repair plans to address red flags as well as preparing Level 1 Load Rating Packages to submit to New York State Department of Transportation. Her highway design tasks have included closed drainage system design, pavement and overlay design, and design of improved roadway alignments to increase safety adjacent to bridge projects. She is also well versed in hydrologic and hydraulic analysis and environmental permitting.

### Education

Pennsylvania College of Technology, Williamsport, PA, BS, Civil Engineering Technology, 2005

### Professional Registration

Professional Engineer  
Pennsylvania, PE077476, 2010  
New York, 088252-1, 2010

### Affiliations

Association for Bridge Construction and Design (ABCD)

NYS Association of Transportation Engineers (NYSATE)

### Continuing Education

Load and Resistance Factor Design (LRFD) for Highway Bridge Substructures

Load and Resistance Factor Design (LRFD) for Highway Bridge Superstructures – Concrete

Load and Resistance Factor Design (LRFD) for Highway Bridge Superstructures – Steel

## Selected Project Experience

### Coldspring Lane Culvert Replacement, Town of Owego, Tioga County, NY

Lead Engineer responsible for the design of a new corrugated metal pipe arch to replace the existing pipe carrying a pedestrian pathway over an unnamed stream which failed during flooding of the area for the Town of Owego using FEMA funding. Design included performing a hydrologic and hydraulic analysis to appropriately size the replacement structure. Prepared environmental permits and worked with involved agencies to determine permit requirements which included the installation of fish baffles within the culvert and construction of stepped grade control structures on the downstream side of the crossing.

### CR 16 over Black Creek Bridge Replacement, Town of Birdsall, Allegany County, NY

Project Manager and lead Engineer for this federally funded bridge project for Allegany County that replaced an existing two span steel multi-girder bridge with a new single span prestressed concrete New England Bulb Tee superstructure with a composite concrete deck founded on integral concrete abutments. By shifting the abutments in 10' on either end, HUNT was able to eliminate the need for a pier. Due to the lengthy detour around the bridge, an on-site temporary bridge was constructed just downstream to handle traffic during construction.

### West Avenue over a Trib to the West River, Town of Italy, Yates County, NY

Designed a new adjacent concrete hollow slab superstructure to replace the existing deteriorated concrete superstructure along with slight modifications to the existing abutments to accommodate the new superstructure on this locally funded project for Yates County.

### Penfield Road Bridge Rehabilitation, Town of Penfield, Monroe County, NY

Responsible for the design of a new steel I-beam superstructure to replace the existing single span thru girder structure on this federally funded bridge rehabilitation project for Monroe County. Widening of the bridge required substructure modifications and repairs to facilitate reuse.

### New Guthrie Corning Hospital, Town of Corning, Steuben County, NY

Responsible for the design of an emergency access road including two culvert structures in conjunction with a new hospital project. Design included performing a hydrologic and hydraulic analysis to ensure that the new crossings would not have a negative impact to the surrounding floodplain.

### City of Binghamton Railroad Bridge Inspections, Broome County, NY

Oversaw the visual inspections of 25 railroad bridges that crossed over public roadways within the City of Binghamton. Inspections and corresponding Inspection Reports were a tool to allow the City of Binghamton to determine the condition of the bridges and require that the corresponding bridge owners took actions to address deficiencies where necessary.



# James I. Driscall, PG

## Director of Environmental Services



James Driscall is an environmental geologist with more than twenty years of experience working in environmental consulting to protect the environment, ensure compliance with all applicable laws, and protect public health. He has strong technical and project management skills with an extensive background in environmental treatment systems, groundwater treatment systems, and operations. His experience with treatment systems includes permanent, temporary, and mobile systems. James is familiar with NYSDEC and SPDES discharge guidelines and local regulators and regularly performs environmental assessments and quality air monitoring. He has knowledge of asbestos inspections, as well as OSHA, EPA, and NYSDEC regulations.

### Education

Binghamton University,  
Binghamton, NY, M.A., Geology,  
2001  
SUNY Cortland, Cortland, NY,  
B.S., General Geology, 1997

### Professional Registration

Professional Geologist  
New York, #001286, 2022

### Continuing Education

NYS DOL Asbestos Building  
Inspector/Designer/Project  
Monitor  
EPA Lead Paint Inspector  
OSHA 40-Hour HAZWOPER  
Certified  
Respirator Certification

## Selected Project Experience

### **Binghamton University, Phase I Environmental Site Assessment and Asbestos & Hazardous Material Survey, Binghamton, NY**

James provided field data collection and analysis tasks for the environmental services on this project. This contract was with Binghamton University Foundation to perform a Phase I ESA and Limited Asbestos and Hazardous Materials survey for 5 properties within the same vicinity in the Village of Johnson City. This contract expanded to eventually include over 30 properties within Johnson City and in the City of Binghamton. This property consisted of two (2) parcels totaling approximately 7.77-acres, with one large main single story commercial building. This building was a 27,760± sf structure with several outbuildings, a pool, and several tennis courts, which were originally constructed in 1970. The building is currently used as a recreational facility. SCE performed site reconnaissance, records review, interviews, and report preparation as part of the Phase I ESA. SCE had NYSDOL certified asbestos inspectors perform asbestos surveys and testing, which included visual assessment, bulk sampling, and sample analysis. SCE certified staff also sampled for PCB's and lead paint.

### **NYSOGS, 45649 Troop K Forensic & HQ Building Additions & Renovations, Pleasant Valley, NY**

For this current OGS project, environmental services consisting of wetlands delineation & permitting and State Environmental Quality Review (SEQR) services, as well as site topographic survey and site civil engineering in support of the new FIU building and an addition to the Headquarters Building. Currently, the Troop K FIU project is progressing through the Programming phase of work in conformance with the NYSOGS Design Procedures Manual. James provided field data collection and analysis tasks for the environmental services on this project.

### **NYSOGS, NYSDOT Vehicle Storage Facility Upgrades, Vestal, NY**

Providing environmental (wetlands, permitting, asbestos, hazmat), water resources/drainage/stormwater, and survey services under this NYSOGS contract for upgrades to a NYSDOT facility. James has lead the environmental field and design tasks for asbestos investigation, sampling, and design reporting tasks under this contract.

### **NYSDOT, D031372 Hazardous Material Assessment & Remediation Term Contract in Regions 1, 2, 7, & 9, Various Counties, NY**

James has provided environmental field and office tasks as a Geologist under contracts D031372 & D037852. Term agreement contracts provided environmental engineering and hazardous material assessment services to NYSDOT including: Phase I Site Assessments; Phase II Sampling And Studies; Subsurface Hydrogeologic Investigations; Remediation Design, Operation, and Maintenance; Volatile Organic Compounds (VOC's) and PCB's; Petroleum Bulk Storage (PBS) Compliance; Spill Prevention Control & Countermeasures (SPCC) Compliance; Chemical Bulk Storage (CBS) Compliance.

# John D. Gleckner Jr., PE

## Principal/MEP Engineer



A HUNT Principal since 2021, John Gleckner, PE is experienced in public and private sector HVAC and plumbing evaluation, study, and design.

To analyze the efficiencies of existing systems and in his design of new systems. John utilizes computer-assisted modeling to evaluate the energy conservation benefits of changes to the building envelope, the introduction of outside air, space utilization, heating and cooling equipment performance criteria, and distribution design.

### Education

SUNY at Binghamton,  
Binghamton, NY, BS, Mechanical  
Engineering, 2001

Corning Community College,  
Corning, NY, AS, Engineering  
Science

### Professional Registration

Professional Engineer  
New York, #084109, 2006  
Pennsylvania, #PE082641, 2014

### Affiliations

American Society of Heating,  
Refrigerating and Air-  
Conditioning Engineers, Inc.  
(ASHRAE)

### Continuing Education

National Fire Sprinkler  
Association Inc., Layout  
Technician Seminar, 2002

### Fire Service

Webb Mills Volunteer Fire  
Dept. 25 years, Assistant Chief,  
Member, Board of Directors, Past  
Vice President

## Selected Project Experience

### University at Buffalo, MFAC Tunnel Rehabilitation Project, Buffalo, NY

Responsible for water, steam and electrical design for redesign of underground utilities, roadway and building entrances in tunnel area.

### Cornell University - NYS College of Human Ecology, Renovations and Feasibility Studies, MVR Hall, Ithaca, NY

Provided engineering design and analysis for domestic water, sanitary sewer, and fire protection design for various renovations and feasibility studies located within the building.

### Village of Wellsburg Fire Department, Fire Department Redesign, Wellsburg, NY

Responsible for designing the HVAC system which consisted of four high efficiency gas fire furnaces with air conditioning, high efficiency gas fired unit heaters that served the truck bays, and the ventilation system the truck bays. Responsible for design of the plumbing system and fire protection system for the building.

### Town of Owego, Crestview Heights Groundwater Wellhouse, Owego, NY

The Town of Owego was in need of a new wellhouse as well as the removal of their old wellhouse. John provided engineering design to meet the code requirements of the new wellhouse, covering heating/air conditioning, plumbing, and ventilation. He performed sizing of building services such as gas, sewer and water to support the facility as well as the process equipment.

### Village of Candor, Water System Improvement, Candor, NY

HUNT provided services for the improvement of the Village's water system consisting of two wellhouses and their distribution system. John provided engineering design to meet the code requirements of the Village's two wellhouses — this involved systems such as heating/air conditioning, plumbing, and ventilation. He performed sizing of building services such as gas, sewer and water to support the facility as well as the process equipment.

### Village of Springwater, Wastewater System Replacement, Springwater, NY

John provided engineering design for systems such as heating/air conditioning, plumbing, and ventilation to meet the code requirements of the Village's wastewater treatment facility. As part of this project he also performed sizing of building services such as gas, sewer and water as well as sizing of internal water and sewer building infrastructure to support the process equipment.

### Village of Naples, Sanitary Sewer System, Naples, NY

John provided engineering design to meet the code requirements of the pump stations in this sewer system improvement project. This involved design for system such as heating/air conditioning, plumbing, and ventilation. He also sized building services such as gas, sewer and water to support the facility as well as the process equipment.



# Corey Hopper, RCDD

## Sr. Technology Designer



Corey is a key member and IT professional with experience in IT infrastructure and information security and assurance. His software experience includes the full array of Microsoft network platforms, AutoCAD and Revit applications, Ekahau used for evaluating wireless networks, and firewall installation for our clients. He is also familiar with a wide array of switch hardware, network analysis and troubleshooting tools, and mobile digital communication devices.

His qualifications include experience in database management, hardware and software troubleshooting, installation and configuration, network security, and system administration. He also provides the ability to think critically in required situations and fully commits to every solution.

### Education

Excelsior College, Albany, NY, AAS, Technical Studies, Computer Technology, 2015

City College of New York (CUNY), New York, NY, BFA, Film & Video, 2007

### Professional Registration

Registered Communications Distribution Designer (RCDD) BICSI, 365111, 2021

### Continuing Education

Data Center Certified Associate Schneider Electric May 2015

Advanced Host Based Security System (HBSS), Version 3.0 Training, SPAWAR/ManTech, 2011

CompTIA Security & Security Fundamentals, SPAWAR (InTec Training), 2011

Naval Tactical Command Support System, (NTCSS) II Manager (US Navy), 2011

Journeyman-Networking Core, NEC 2135 (US Navy), 2011

Fiber Optic Maintenance Technician, KITCO Fiber Optics, 2009

## Selected Project Experience

### Bradford County Maintenance and Public Safety Building Project, Towanda, PA

Corey led the technology design for the Bradford County Maintenance Garage which was completed on the same site as the Public Safety Center. This design ensured the requirements were met for both facilities as they share resources, an access control, and security system. The specifications that were created for Maintenance garage for the access control and security camera systems served as the standard that was used as well on the Public Safety Center. Collaborated on the technology design with TLC Engineering Solutions for the Public Safety Center.

### The Progress Authority, Progress Plaza Office Complex, Towanda, PA

Worked on HUNT team on a building condition survey and 5-year plan for the facility. Corey conducted the information technology evaluation and provided complete details on the technology systems that were being utilized. The documentation was followed by a recommendation for a 5-year plan for the modernization and renovation of the Social Security Administration and Department of Human Services office spaces. Horizontal cabling was evaluated in detail for future expansion of critical systems such as VoIP and surveillance.

### Elmira City School District, Smart Schools Project, Elmira NY

Corey was the technology designer on this comprehensive project. A redundant network connection was added over the fiber optic cable between four of the schools in the district. Switches were upgraded to support the wireless network upgrade and improve network capacity and performance. Standardization of the controls was made to the secured entrances on every building's main entrance as well as the addition of school security glass/film on the glass portions of the entrances. At the Coburn Elementary entrance, wired connectivity was added to the new sign. The two-way radio system was upgraded, and replacements were made to the campus pool fiber, and security cameras. The data room was upgraded as well.

### Genesee Valley Central School District, Capital Project, Belmont NY

Corey was the Technology Designer for Phase 2 of this Capital Improvement Project. He worked on the design and coordinated installation of the interactive board replacement. Corey also configured the technology design for the Pre-K classrooms. The paging and announcement system was upgraded and state of the art surveillance systems were installed. The district network software was upgraded along with the wireless clock system.

### Prattsburgh Central School District, Capital Projects, Prattsburgh, NY

Technology designer for the district's Capital Improvement project as well as the Capital Outlay project. Corey designed the Distant Learning Room's interactive display. Wired and wireless connectivity for the classrooms/computer labs were renovated. Other improvements included a design for the Media Center. At the district's unique Agriculture facility, security cameras and access controls were improved.



# Nathan G. Binns, PE

## Principal/Director of Structural



Nate Binns is a key member of engineering teams for higher education, K-12, industrial, and commercial building projects. A HUNT Principal since 2022, and Director of Structural since 2019, Nate is experienced in the areas of structural analysis and design, including steel, concrete, and timber. He also performs structural inspections, design of new structure systems, and renovations to existing structures. He is proficient in the use of Auto CAD, Revit, and other current design and engineering project management software.

### Education

Bucknell University, Lewisburg, PA, BS, Civil and Environmental Engineering, 2006

### Professional Registration

Professional Engineer  
New York, #093630, 2014  
Pennsylvania, #080050, 2012

### Affiliations

American Society of Civil Engineers, member  
Kappa Delta Rho Fraternity, President, 2005

## Selected Project Experience

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### Town of Vestal, Water Storage Building, Vestal, NY

Structural design of single story masonry bearing wall with wood truss roof building including foundation design.

### Town of Catlin, Town Hall Modular Building, Beaver Dams, NY

The structural design of foundations for a new modular building.

### Schuyler County, Schuyler CR6 Bridge Replacement, Mecklenburg, NY

Principal Construction Inspector for a federally funded, locally administered bridge replacement project including a precast, prestressed concrete superstructure on pile supported, reinforced concrete abutments carrying County Road 6 over Taughannock Creek.

### ASMS (Alternative School for Math and Science), School Renovations and Additions, Corning, NY

Member of the structural design team for the Corning Alternative School for Math and Science (ASMS). The classroom and gym addition consisted of a combination of steel and concrete framing with masonry shear walls. Nate completed the design of the first floor concrete slab and beam system.

### Horseheads Central School District, High School Additional & Alterations, Horseheads, NY

Lead Structural Engineer for a multi-phase project that included major renovations and additions to the existing high school as well as a new stadium facility. The additions included a new library, two-story classroom addition, and stadium entrance buildings. The additions and renovations consisted of steel frames, curved timber glulam beams, and masonry bearing walls on concrete foundations. Work was phased over multiple years putting an extra emphasis on design and construction phase coordination.

### Corning-Painted Post Area School District, High School Renovations & Additions, Corning NY

Member of the design team for the Corning-Painted Post High School Project. The project consisted of major renovations and additions to the existing High School. These additions and renovations included but were not limited to new cafeteria, auditorium, gym, and classroom spaces. Nate's main focus was on the Gymnasium addition. He completed the structural design of this 75,000 SF addition that included the gym, locker rooms, track, classrooms, fitness center, and offices. The addition consisted of custom curved roof trusses, transfer trusses, steel joist, and beams supported by steel columns. The lateral system was a combination of moment frames and masonry shear walls. The addition required controlled modulus columns to improve soil characteristics which allowed for typical strip and spread foundation to be used.

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## Proposed Fee

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HUNT proposes to complete this project as outlined in our project approach for the lump sum fee of Ninety-Nine Thousand Nine Hundred Eighty Five Dollars (\$99,985.00) as follows:

Project Management	\$6,000
Development of Report	\$5,145
Electric, Gas & Telecom	\$7,595
Water	\$9,365
Municipal Sewer	\$12,275
Geotechnical	\$21,800
Stormwater	\$9,040
Environmental Impacts	\$2,140
Smith Creek Access	\$16,750
Coordination & Progress Meetings	\$7,520
Report Presentation	\$2,355



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October 23, 2024

Mr. Jon Ward, TCIDA Chair  
Tioga County Department of Economic Development & Planning  
56 Main Street, Room 109  
Owego, New York 13827

Re: Proposal to Provide Professional Engineering Services for Lounsberry Industrial Area Expansion  
Lounsberry Industrial Area  
Nichols, New York  
Major Engineering Project No. 09212024.1

Dear Mr. Ward,

Thank you for the opportunity to provide this proposal for engineering services based on the provided RFP.

**Company Overview:**

Major Engineering is a Civil / Structural firm located in Johnson City, New York. We provide a wide range of engineering services for commercial, industrial, and manufacturing facilities. Our design experience includes but is not limited to site development, roads, parking lots, stormwater, wastewater, domestic water, foundations, retaining walls, and permitting associated with these activities.

Michael J. Major, PE is the principal of Major Engineering and will personally manage this project and design team. Michael has a wide range of experience in the design and construction industries and has a proven track record of successful projects.

The main goal of our firm is to provide quality deliverables and unmatched service to our clients. We have chosen to remain a small firm to ensure we can focus on a limited number of projects at any given time. Focusing on a limited number of projects allows us to be in close communication with our clients throughout the life of a project, thus ensuring our clients' needs are addressed effectively.

We very much appreciate the opportunity to provide a proposal for this project and hope to add value to TCIDA.

**Project Approach:**

To begin the project, we plan to fly both sites using drone technology and provide high resolution aerial imagery and topography. This data will serve as a background for drawings and figures within our overall report. Our licensed Part 107 drone pilot will be on site during drone flights.

We will then meet with the local water supplier and wastewater treatment facility staff to gain a general understanding of existing conditions as they relate to the two subject parcels. We will work to locate tie in locations for both of these utilities. Once identified, these locations will be field surveyed and included on our aerial maps.

We will meet with NYSEG and determine what is needed to provide a three-phase electric service to both parcels. We will also meet with the local telecommunications provider to determine what is needed to provide telecommunication utilities at each parcel.

While preliminary meetings are being conducted, we will field survey the entrance to 96 Smith Creek Road. Survey data will be included in our report regarding options for site entrance.

A stormwater model will then be generated to understand existing stormwater outlets and flows for both sites. Our model will include output for the 10-year, 25-year, 50-year, and 100-year storm events.

A cursory water model will be generated based on our interviews with the local water supplier.

Once we gain a general understanding of both sites, we plan to meet with TCIDA to determine where buildings and parking areas may be placed on the sites. We will also work to understand the estimated size of proposed facilities as well as fixture counts and fire suppression needs.

Once we have fully understood the existing site conditions and understand possible site developments, we will begin efforts to:

- Finalize our reports pertaining to water, wastewater, electric and telecommunications service
- Finalize our stormwater model and provide possible locations for stormwater BMPs and recommendations for stormwater BMPs.
- Advance soil borings in strategic locations based on possible site layouts and generate a soils report.
- Finalize our recommended configurations for the 96 Smith Creek Road entrance.

All studies and reports will then be compiled into a single engineering report. The master engineering report will include an executive summary that explains our results and recommendations. The master engineering report will then be provided to TCIDA for review and comment. TCIDA Comments will then be incorporated into the report.

Six, color, bound, hard copies of the report and three thumb drives with PDFs of the deliverables will then be provided to TCIDA.

Lastly, we plan to attend a Tioga County IDA meeting and present our report in PowerPoint format to communicate a summary of the deliverables.

### **Experience:**

Our design team has extensive experience designing commercial, industrial and manufacturing facilities. Please refer to Attachment B of this proposal for a summary of three similar projects.



## **Personnel:**

Our project team includes two licensed engineers, one civil engineer and one licensed land surveyor.

Michael J. Major, PE will manage the entire effort and will be the lead engineer for electric, water, sewer, and stormwater investigations and studies.

Nicholas J. Raymer (Civil Engineer) will assist with determining all permitting requirements and providing recommendations regarding permitting. Nicholas will also work with Micheal to provide layout options for the 96 Smith Creek Road site entrance.

Robert G. Harner, PE will serve as our part 107 licensed drone piolet. Robert will also take the lead on endangered species consultations as well as completing the SEQR part 1 Full Environmental Assessment Form.

Brian J. Bush, PLS will provide survey services as outlined in the scope of work.

Please refer to Attachment C of this proposal for design team resumes.

## **Scope of Services:**

- **Aerial Mapping:**
  - Fly each site using drone technology and obtain raw data to develop high resolution aerial maps and topography.
  - Process raw data collected via drone and create a high-resolution map and site topography for each site.
- **Water Utilities:**
  - Attend up to two meetings with the local water supplier to understand existing water supply capabilities and obtain relevant documentation.
  - Survey the location of the closest water service pipe to each parcel and identify the utility location on our high-resolution aerial map.
  - Work with TCIDA to understand possible water service needs and estimate the required water services pressure.
  - Determine if additional tank storage will be needed on each site for fire suppression systems.
  - Identify placement of required additional appurtenances on site.
  - Create a cursory water model for each site to document flows and pressures for normal and emergency operations conditions at the sites.
  - Provide our findings and recommendations in report format.
- **Wastewater Utilities:**
  - Attend up to two meetings with municipal wastewater treatment plant operator to understand treatment capacity and estimate sewage generation rates based on other similar existing facilities.
  - Determine NYSDEC expected hydraulic loading rate.
  - Obtain pertinent documentation from the wastewater treatment plant.
  - If a flow management plan exists, conduct research with respect to potential credits that could be identified and purchased to create capacity for development.
  - Identify what additional wastewater infrastructure may be needed for each parcel.

- Provide our findings and recommendations in report format.
- **Electrical and Telecommunications Investigations:**
  - Locate and map locations of existing electric and telecommunications utilities near each parcel.
  - Meet with the local electrical electric utility to determine the existing capacity at each parcel. If three phase service is not available, we will work with the utility to determine what work is needed to provide three phase electric service.
  - Meet with the local telecommunications provider to determine existing capacity at each parcel. If there is not current service at each parcel, we will work with the utility to understand what is needed to bring service to each parcel.
  - Show locations of existing electrical and telecommunications infrastructure on our aerial map.
  - Show locations and general descriptions of equipment needed to serve each parcel.
  - Generate a report summarizing our findings for electrical and telecommunications utilities.
- **Geotechnical Investigations:**
  - Advance up to twelve soil borings (six on each parcel) 25 feet in depth in strategic locations once possible locations of buildings and parking areas have been identified.
  - Provide a geotechnical report summarizing soil properties, bearing capacity, infiltration rates, and permeability.
- **Stormwater**
  - Create a model of existing stormwater conditions to understand existing stormwater flow rates and outlet points at each parcel. The stormwater model will include flows for the 10-year, 25-year, 50-year, and 100-year storms.
  - Estimate possible stormwater flows as a result of development.
  - Estimate the type, size, and location of stormwater management practices at each parcel.
  - Provide our findings and recommendations in report format.
- **Environmental Impacts**
  - Meet with New York Natural Heritage Program and IPAC to understand impacts to endangered species on each parcel.
  - Complete a SEQR Part I Full Environmental Assessment Form assuming light industrial development at each parcel.
  - Provide our findings and recommendations in report format.
- **96 Smith Creek Road Access**
  - Survey up to two areas where access to the parcel is possible.
  - Determine existing horizontal and vertical site distances.
  - Generate a preliminary layout for the site entrance based on NYSDOT standards.
  - Provide our findings and recommendations in report format.
- **Final Deliverable**
  - Compile all reports listed above to create a master engineering report for each parcel.
  - Include an executive summary in the master engineering report as a summary of all results and investigations.
  - Provide a digital draft copy of the master engineering report to TCIDA for review and comment.
  - Incorporate comments from TCIDA into the master engineering report.
  - Provide six, color, bound, hard copies of the master engineering report to TCIDA.

- **Presentation of Report Findings**
  - Attend one TCIDA meeting to present our findings and recommendations in PowerPoint format.

### **Assumptions:**

- This proposal does not include scope relating to septic systems. These services can be provided under a separate agreement if needed.
- This proposal does not include scope related to groundwater supply wells.
- This proposal does not include utility location services. It is assumed TCIDA will provide as built documentation and locations of existing utilities or locations of existing utilities can be located at grade. If utility location services are needed, this scope can be provided under a separate proposal.
- It is assumed that all information in our report will be used for planning purposes and will not be used for construction.
- Drone flights for generation of aerial maps will be done weather permitting. It is assumed that the parcels to be flown are not in a no-fly zone.
- It is assumed TCIDA will provide approximate footprints and dimensions for proposed structures on the parcels.
- It is assumed TCIDA will provide an approximate number of plumbing fixtures to be used in our analysis for wastewater and domestic water or the New York State Plumbing Code can be used to approximate the number of required fixtures based on building size and layout provided by TCIDA.
- This proposal does not include construction documents or completion of any permitting processes. These services can be provided under a separate agreement if needed.
- It is assumed that Tioga County has surveyed property boundaries for both parcels and can share the bearings, azimuths, and coordinates with Major Engineering. If survey grade property boundaries are needed, these services can be provided under a separate agreement.
- This proposal does not include design for fire suppression systems. It is assumed that the required fire suppression water flow and volume can be estimated based on a general building layout provided by TCIDA.
- It is assumed that the electric and telecommunications providers will be able to recommend what infrastructure is needed at each site. This proposal does not include calculations for modeling of existing or proposed electric or telecommunications systems.
- This proposal does not include soil infiltration testing for stormwater practices. These services can be provided under a separate agreement if needed.

### **Additional Services:**

If services are requested that are outside of the scope listed above, these additional services will be charged at a rate of \$120.00 / hr. or a separate proposal can be provided.

If value engineering is deemed necessary on any part of the project, these services will be provided at an hourly rate of 120.00 / hr.

### **Time Schedule:**

We anticipate completion of these services within six months from receipt of this signed Proposal/Agreement. This timeframe is an estimate only as unforeseen items are common in the design



industry. Unforeseen items are commonly uncovered during the course of design work and can impact our schedule. The above timeframe is an estimate only and we will do our best to complete the above-described scope of work in a timely manner.

**Compensation:**

Major Engineering proposes to provide the above-described services for the following:

- Project Management – \$11,195.00
- Report Development and Scope of Work Listed Above – \$93,299.00
- Eight Meetings with TCIDA – \$5,597.50
- Presentation of our report – \$3,358.50

The total fee is **\$113,450.00**. We will invoice \$18,658.33 on a monthly basis for six months until the project is complete. Invoices are due within 30 days of the invoice date.

**Agreement Terms:**

- 6.1 If the above conditions are acceptable, this Proposal/Agreement can become contractual by signing and dating below.
- 6.2 Please return one signed copy of this Proposal/Agreement to serve as your authorization for us to proceed on this project. This proposal is valid for thirty (30) days from the date of this letter.

Thank you for your consideration of this proposal. Please contact me at 607-205-2220 if you have any comments or questions.

Respectfully,

Major Engineering



Michael J. Major, PE

Enclosure: Attachment A – Terms and Conditions  
Attachment B – Similar Projects  
Attachment C – Design Team Resumes

## Attachment A – Terms and Conditions

The Scope of Services, including these Terms and Conditions and any attachment hereto, contains the final Agreement between Michael J. Major, PE, PLLC, 174 Fredericks Road, Johnson City, NY 13790 (Consultant) and Mr. Jon Ward, TCIDA Chair, Tioga County Department of Economic Development & Planning, 56 Main Street, Room 109, Owego, New York 13827 (Client).

**Limitation of Liability:** In recognition of the benefits of the project to the Client, the Client agrees, to the fullest extent permitted by law total liability to the Client for any and all injuries, claims, losses, expenses, or damages whatsoever arising out of or in any way related to the project or this Agreement for any cause or causes, including but not limited to the Consultants negligence, errors, omissions, strict liability, breach of contract or breach of warranty shall not exceed the total reimbursement received by the Consultant from the Client on this project or fifty thousand dollars (\$50,000) whichever is less.

**Indemnification:** The Consultant agrees, to the fullest extent permitted by law, to indemnify and hold harmless the Client, against all damages, liabilities or costs, including reasonably attorneys' fees and defense costs, to the extent caused by the Consultant's negligent performance of professional services under this Agreement. The Client agrees, to the fullest extent permitted by law, to indemnify and hold harmless the Consultant, its sub-consultants, and sub-contractors against all damages, liabilities or costs, including reasonable attorneys' fees and defense costs, to the extent caused by the Client's negligent acts in connection with the Project and the acts of its contractors, subcontractors or consultants or anyone for whom the Client is legally liable. Neither the Client nor the Consultant shall be obligated to indemnify the other party in any manner whatsoever for the other party's own negligence.

**Accuracy of Client Documents:** The Client shall furnish, all information, requirements, reports, data, surveys and instructions required by this Agreement. The Consultant may use such information in performing its services and is entitled to rely upon the accuracy and completeness thereof.

**Ownership of Documents:** All documents and electronic files produced by the Consultant under this Agreement shall remain the property of the Consultant and may not be used by the Client for any other endeavor without written consent of the Consultant. Any reuse without written verification by the Consultant will be at the Clients sole risk and without liability or legal exposure to the Consultant. The Client shall indemnify and hold harmless the Consultant from all claims, damages, losses and expenses including attorney's fee arising out of or resulting therefrom.

**Excluded Services:** Services not set forth above in the Scope of Services of this Agreement are specifically excluded from the scope of the Consultants services. The Consultant assumes no responsibility to perform any services not specifically listed in the Scope of Services.

**Satisfaction of Service:** Payment of any invoice by the Client to the Consultant shall be taken to mean that the Client is satisfied with the Consultants services to date of payment and is not aware of any deficiencies in those services.

**Standard of Care:** In providing services under this Agreement, the Consultant will endeavor to perform in a manner consistent with that degree of care and skill ordinarily exercised by members of the same profession currently practicing in the same locality under similar circumstances.

**Delays:** The Client agrees that the Consultant is not responsible for damages arising directly or indirectly from any delays for causes beyond the Consultants control.

**Dispute Resolution:** Any claim or dispute between the Client and the Consultant shall be submitted to non-binding mediation, subject to the parties agreeing to a mediator(s). This agreement shall be governed by the laws of the principal place of business of the Consultant.

**Termination of Services:** This agreement may be terminated upon seven (7) days written notice by either party should the other fail to perform his obligations hereunder. In the event of termination, the Client shall pay the Consultant for all services rendered to the date of termination, and all reimbursable expenses.

**Fiduciary Responsibility:** The Client confirms that neither the Consultant nor any of the Consultants sub-consultants or sub-contractors has offered any fiduciary service to the Client and no fiduciary responsibility shall be owed to the Client by the Consultant or any of the Consultants sub-consultants or sub-contractors, as a consequence of the Consultant entering into this Agreement with the Client.

Accepted this \_\_\_\_\_ Day of \_\_\_\_\_, 2024

By: \_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed

Title: \_\_\_\_\_

Attachment B  
(Similar Projects)



# RAYMOND CORPORATION

## Kirkville Road Facility Expansion



### CLIENT

Raymond Corporation

### BUDGET

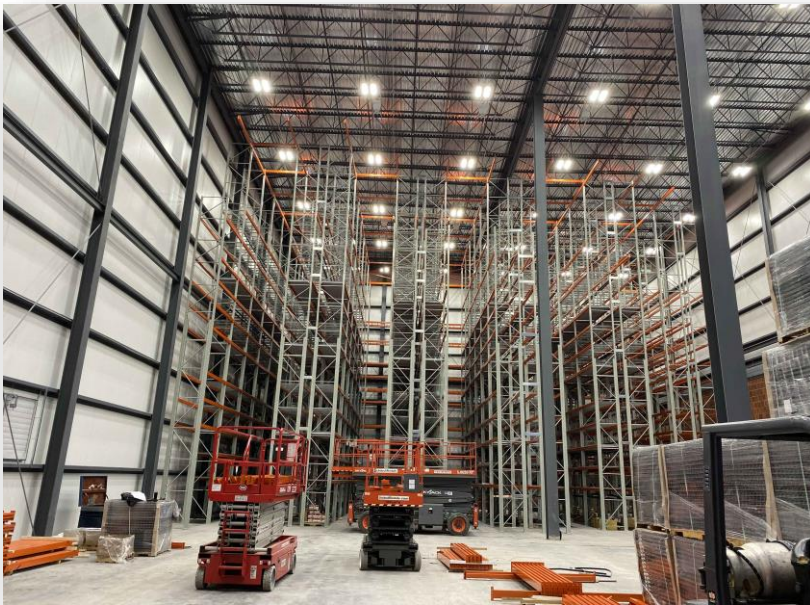
\$12.5 Million

### DATES

2017-2019

### SERVICES

- SITE DESIGN
- GRADING
- STORMWATER MANAGEMENT
- SWPPP DESIGN
- TOWN APPROVALS
- ARCHITECTURAL DESIGN
- MEP DESIGN
- ASBESTOS ABATEMENT DESIGN
- PERMITTING
- CONSTRUCTION MANAGEMENT
- SITE INSPECTIONS
- DRONE PROJECT DOCUMENTATION
- SWPPP INSPECTIONS
- RECORD DRAWINGS
- O&M MANUALS
- TEMPORARY AND FINAL CO'S



## PROJECT SUMMARY

Raymond Corporation, an internationally reputable forklift manufacturing and technology systems company, retained Lakeside Engineering to assist with the expansion of their East Syracuse, New York facility. The project located at 6650 Kirkville Road in East Syracuse, New York is home to the Parts and Distribution Center for the Raymond Corporation. This 2-Phase project consisted of expanding the facility with four (4) new additions including new loading docks, office space, and high rack storage. Project also included site improvements including three (3) new stormwater detention ponds, new parking, and a private road expansion.

Lakeside Engineering supported the Raymond Corporation throughout the entirety of the project from the conceptual stages until completion of construction. As the prime engineer and the construction manager, Lakeside Engineering provided services in all aspects of design, permitting, and site management. Lakeside's design staff in partnership with strongly experienced sub-consultants provided all applicable design including civil/site, architectural, structural, and MEP services. Lakeside's field staff provided daily services in relation to project management including progress inspections, stormwater (SWPPP) inspections, construction coordination, scheduling, progress payments, and final close out documentation.

# RAYMOND CORPORATION

## G2 West Expansion



### CLIENT

Raymond Corporation

### BUDGET

\$2.0 Million

### DATES

2016-2017

### SERVICES

- SITE DESIGN
- GRADING
- STORMWATER MANAGEMENT
- SEPTIC DESIGN
- STRUCTURAL DESIGN
- PERMITTING
- CONSTRUCTION MANAGEMENT
- SITE INSPECTION
- DRONE PROJECT DOCUMENTATION
- SWPPP INSPECTIONS
- RECORD DRAWINGS
- O&M MANUALS

## PROJECT SUMMARY

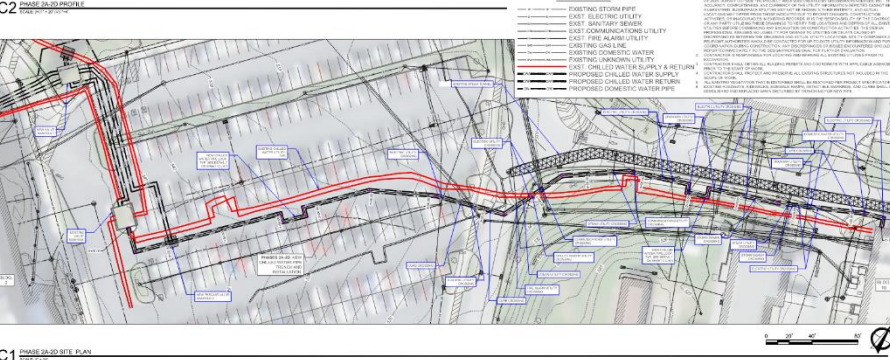
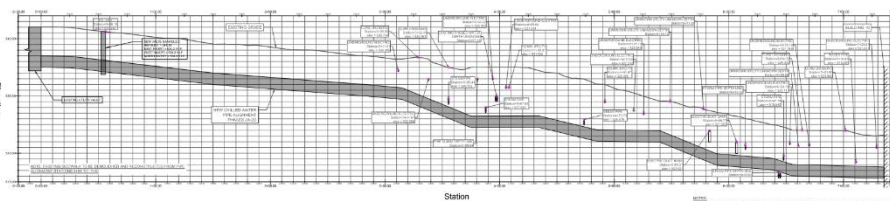
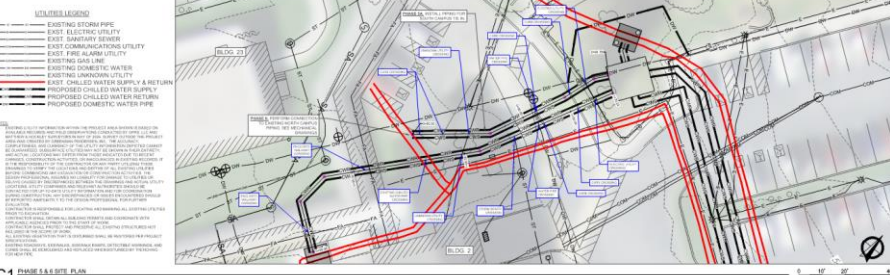
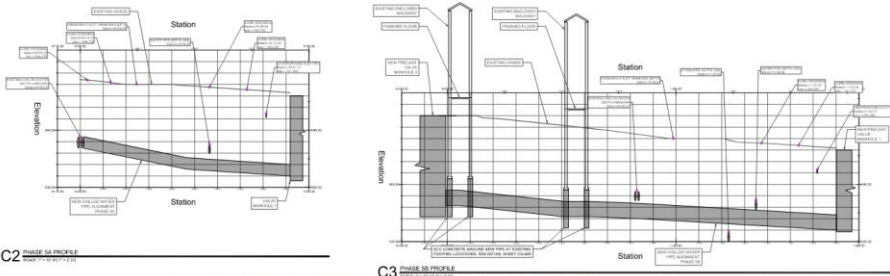
Raymond Corporation, an internationally reputable forklift manufacturing and technology systems company, retained Lakeside Engineering to assist with the expansion of their G2 facility in Greene, NY. The project located at 993 State Route 12 in Greene, New York is a warehouse and storage facility located less than 3 miles from their main plant. This 12,700 Sq. Ft. addition allowed the Raymond Corporation to expand storage capacity by implementing high rack commodity storage. This 55' tall high rack storage expansion also incorporated a specialized "Super Flat Floor" meeting strict criteria for flatness to accommodate the use of forklift picking at higher elevations.

Lakeside Engineering supported the Raymond Corporation's vision to bring an innovative project to their G2 facility. Lakeside's design staff assisted in providing all aspects of civil and structural design services. Lakeside's field staff provided daily services in relation to project management including progress inspections, stormwater (SWPPP) inspections, construction coordination, scheduling, progress payments, and final close out documentation.



# Lebanon VAMC

## Chilled Water Distribution Upgrades



### CLIENT

Lebanon, PA Department of Veteran Affairs Medical Center

### BUDGET

\$12 Million

### DATES

2024

### SERVICES

- CONSULTING
- UTILITY LOCATION
- CONCRETE VAULT DESIGN
- EROSION AND SEDIMENT CONTROL
- PIPELINE PLAN AND PROFILE
- UTILITY TRENCH RESTORATION
- FOUNDATION UNDERPINNING
- SURVEY
- DOMESTIC WATER DESIGN / CONNECTION
- GEOTECHNICAL INVESTIGATION / REPORT
- PRE-INSULATED STEEL CHILLED WATER PIPE
- PAVEMENT RECONSTRUCTION
- SIDEWALK RECONSTRUCTION
- TRAFFIC FLOW PLAN

## PROJECT SUMMARY

The Department of Veteran Affairs Medical Center in Lebanon, PA is upgrading their below grade chilled water pipe distribution network. The objective of this project was to increase chilled water flow to several buildings throughout the campus which increases effectiveness of the cooling system.

Major Engineering was retained to provide civil and structural design services. Our scope included existing utility location and survey. Our design includes plan and profiles for approx. 2,000 LF of chilled water distribution pipe throughout the campus. The main challenge of this project was routing the new pipe through a very congested network of existing utilities. Our services also included underpinning below existing foundations to install new pipe below existing buildings. The project also included the design of four new concrete utility vaults.



Attachment C  
(Design Team Resumes)

# Michael J. Major, PE

174 Fredericks Road • Johnson City, New York 13790  
Phone: 607-205-2220 • E-Mail: mike@major-engineers.com

## Education

B.A. Civil Engineering Technology - SUNY IT, Utica, New York

A.A.T. Civil Engineering Technology - Broome Community College, Binghamton, New York

## Certifications

New York State Licensed Professional Engineer (License # 097835)

## Experience

### **ZMB Construction, LLC (Partner)**

- Management of company finances
- Business development
- Assisting with establishment and execution of interior systems for day-to-day operation
- Assisting with development of bids
- Quality control

### **Major Engineering (Owner)**

- Business development for the firm
- Preparation of drawings, calculations, plans, reports and specifications for:
  - Site design
  - Retaining wall design
  - Structural design
  - Permitting for several different project types
  - Utility design
  - Topographic surveying with drones and total station
  - Stormwater analysis, design and permitting
  - Sanitary sewer and septic system design
  - Forensic engineering for residential and commercial facilities
- On site representative for construction administration services
- Financial management for the firm
- Strategic planning to ensure a focused direction for the firm

### **Lakeside Engineering (Partner)**

- Assisted owner with business development and client relations
- Produced proposals for a wide variety of work
- Directed staff to efficiently complete workload and continuously improve quality control as well as professional development
- Responsibilities in addition to management of staff and business development included:
  - Management of subconsultants and associated budgets
  - Site design and grading plan production
  - Stormwater permitting, calculations and design

# Michael J. Major, PE

174 Fredericks Road • Johnson City, New York 13790  
Phone: 607-205-2220 • E-Mail: mike@major-engineers.com

- Site plan production and permitting
- Retaining wall design and calculations
- Floor plan drawings and other architectural work
- Shallow foundation design and calculations
- Construction administration
- Assisted contractors with GPS control points and site tie in for grading plans I produced
- Provided georeferenced aerial maps using drone technology
- Structural steel design
- Structural concrete design
- Utility design and drawings
- Forensic engineering services
- Managed a ten-million-dollar construction project in Syracuse, New York. Lakeside was the prime consultant. I managed all sub consultants, the client and project meetings. I personally created all civil sheets, calculations and civil design for this project. This project required a very large SWPPP that I designed, compiled and managed throughout the permitting process.

## **Watson Engineering, P.C. (Senior Engineer)**

- Preparation of calculations, specifications, reports and plans for the following:
  - Stormwater management design
  - Sanitary sewer design
  - Site design
  - Stormwater Pollution Prevention Plans (SWPPP)
  - SWPPP Inspection Services
  - Watershed Hydrology
  - Utility layout and design
  - Precast concrete culvert structures
  - Footings and headwalls for structural plate culverts
  - Modular block retaining walls
  - Precast concrete retaining walls
  - Forensic engineering
- Responsible for proposal efforts to obtain work in several engineering disciplines
- Provided construction administration services for the public bid of multiple projects

## **Civil & Environmental Consultants (Civil Engineer)**

- Production of Pipeline Alignment Plans
- Production of Exhibit drawings to educate land owners on pipeline alignment within their property
- Stormwater design for the Pennsylvania pipeline permitting process (ESCGP-1)
- Assembly of ESCGP-1 report and calculations for submission to client
- Production of ESCGP-1 Erosion and Sediment Control Plans
- Engineering estimates for stormwater controls along pipeline alignments
- Production of pipeline construction documents
- Culvert sizing and design



# Michael J. Major, PE

174 Fredericks Road • Johnson City, New York 13790  
Phone: 607-205-2220 • E-Mail: mike@major-engineers.com

- Site grading for well pads and staging areas

## **Binghamton Precast and Supply (Engineer)**

- Production of calculations for a wide variety of precast concrete structures
- Creation of production drawings for all products offered by Binghamton Precast & Supply
- Oversight of production process to ensure compliance with design
- Tasked with quality control of structure dimensional tolerances and mix designs

## **Delta Engineers, Architects and Land Surveyors (Civil Engineer)**

- Conducted steep slope erosion control inspections for the Millennium Pipeline project
- Conducted SWPPP inspections and provided weekly SWPPP reports
- Assisted with the preparation of hydrology calculations as well as construction documents for stormwater management projects
- CAD coordinator for the civil engineering group

## **Christa Construction (Assistant Project Manager)**

- Involvement in several multi-million dollar contracts including:
  - Procuring pricing from sub-contractors
  - Management and production of submittals
  - Management of daily tasks on the construction site as a superintendent

## **RJ Major Home Improvement (Carpenter)**

- As a carpenter, my responsibilities included:
  - Floor, wall and roof framing
  - Vinyl siding installation
  - Roofing
  - Window and door installation
  - Cabinet and countertop installations
  - Drywall installation and finishing
  - Rough plumbing
  - Rough electrical installations
  - Tile installation in kitchens and baths
  - Vanity and shower installations
  - Landscaping
  - Retaining wall construction
  - Concrete installation for walkways and foundations

## **Skills**

Proficient in Microsoft Office, Mathcad, Civil 3D, HydroCAD, ET Culvert, HY-8, Sketchup, Revit, Enercalc, StruCalc, Drone Mapping and Surface Creation Tools, ResCheck, ComCheck, New York State Building Code, Unified Facilities Criteria for DOD, Global Mapper, General Carpentry.

**BRIAN J. BUSH, PLS**  
Professional Land Surveyor  
Bush Land Surveying, PLLC  
1990 Airport Road  
Binghamton, NY 13905

**PROFESSIONAL EXPERIENCE**

**(2001-PRESENT)**

Experience includes field and office activities, project management, and survey department management.

Field experience includes:

- Land Surveyor for several public-school facilities during the construction phase of buildings and grounds improvements. Tasks included establishing horizontal and vertical control points to be utilized for conventional layout techniques as well as being used for site calibration of 3D computer models for machine guidance and control, computations and layout for portions of design where higher accuracy techniques are necessary.
- Land Surveyor for multiple retail facilities which required establishment of horizontal and vertical control to be utilized during all phases of construction. Included all computations and layout of design features including building foundations and anchor bolts, storm and sanitary sewer, site grading, curbing, sidewalks, and pavement perimeters.
- Land Surveyor in charge of all aspects of a 120-acre boundary survey and subdivision which included field locations, document research, boundary analysis and determination, mapping and preparing legal descriptions of all new parcels.
- Land Surveyor for field locations and mapping of design topographic surveys of urban and rural streets for the purpose of waterline, curbing, storm and sanitary sewer replacements, emergency flood repair.
- Crew Chief for a multi-million-dollar student housing facility. Included all computations and layout of buildings, sidewalks, curbing, as-built locations, verification, and documentation of all storm and sanitary sewer structures with highly detailed invert data for engineering analysis.
- Crew Chief for several NYSDOT planning and design surveys, including bridge replacement and rehabilitation, right-of-way retracements, and right-of-way acquisitions. Responsibilities included picking and setting horizontal and vertical control points for aerial photography based mapping, and horizontal and vertical control for conventional traversing and differential leveling to be utilized for survey locations of site features and permanent monumentation.
- Crew Chief for several hundred boundary surveys ranging in size from residential lots to large parcels consisting of several hundred acres.

- Preliminary topographic, boundary, and layout for several residential and commercial subdivisions. Responsibilities included design and boundary survey, mapping and boundary analysis, computations and field layout of infrastructure, housing and building stakeout as well as monumentation of property corners.
- Base topographic design surveys for several public, private, and educational entities.

Office experience includes:

- Boundary resolution for numerous properties ranging from city and residential lots to large acreage rural properties.
- Subdivision design of lot configuration and road geometry computations.
- Preparation of legal descriptions for the transfer of properties ranging from residential lots to large tracts of land.
- Computations for footer, wall, and structural steel layout for several large commercial buildings.
- Computations for site design features including curbing, sidewalks, pavement, storm and sanitary sewer, overhead and underground utilities, retaining walls, and overall site grading.
- Topographic survey mapping and surface generation.
- Development of department mapping standards.

Management experience includes:

- Survey Department Manager for a small Engineering and Surveying firm. Managed all aspects of the department, marketing, client contact, proposals, scheduling, mapping, and invoicing.

## **EDUCATION**

A.A.S. - Civil Engineering Technology - Broome Community College, 2001

## **REGISTRATIONS**

Land Surveyor, NY, 2019 (License #051 72)

## **EMPLOYMENT HISTORY**

2021 – Present, Bush Land Surveying, PLLC, Binghamton

2018 - 2020, *Urda* Engineering, PLLC, Windsor

2015 - 2018, Keystone Associates, Architects, Engineers & Surveyors, LLC, Binghamton, NY

2013 - 2015, Shumaker Consulting, Engineering & Land Surveying, D.P.C., Binghamton, NY

2001- 2013, Keystone Associates, Architects, Engineers & Surveyors, LLC, Binghamton, NY



## PROFILE

Experienced owner skilled in civil engineering, 3D models, drone aerial mapping, real estate development, AutoCAD, construction, environmental engineering, drainage, and site development. Strong business development skills with a common-sense design approach.

## CONTACT

PHONE:  
607-725-5824

WEBSITE:  
[www.LakesideEng.com](http://www.LakesideEng.com)

EMAIL:  
[Robert@LakesideEng.com](mailto:Robert@LakesideEng.com)

# ROBERT G. HARNER, P.E.

## CPESC, LEED-AP

### Founder/President

## EDUCATION

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**Alfred State College, Alfred, New York**  
A.S. in Construction Engineering

**Rochester Institute of Technology**  
B.S. in Civil Engineering

## WORK EXPERIENCE

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**Robert G. Harner, PE, PLLC, DBA Lakeside Engineering**  
Seneca Falls, New York

Founder and President of Lakeside Engineering providing civil, structural and environmental engineering, design, and permitting services.

**Keystone Companies, LLC**  
Binghamton, New York

Served as the Director of Business Development and Operations for a multi-disciplined design, construction, and environmental firm that focuses in four areas: Environmental Services, Construction Material Testing, Construction Services, and Property and Real Estate Inspection Services.

**Delta Engineers, Architects, & Land Surveyors, PC**  
Endwell, New York

Partner in the firm and a Member of the Board of Directors. Oversaw the direction of the firm and growth through company acquisitions. Served as a Director of Engineering, responsible for managing the Civil Engineering, Environmental, and Construction Services departments for 17-years.

## PROFESSIONAL AFFILIATIONS & CERTIFICATIONS

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New York Licensed Professional Engineer  
Pennsylvania Licensed Professional Engineer  
New Jersey Licensed Professional Engineer  
Certified Professional in Erosion and Sediment Control  
Leadership in Energy and Environmental Design Accredited Professional  
Asbestos Project Designer  
Asbestos Inspector





## PROFILE

Experienced engineer with demonstrated history working in the Civil Engineering and construction industries. Skilled in project management, design, building codes, and quality control. Strong engineering professional with a Bachelor of Science in Civil Engineering from Clarkson University.

## CONTACT

PHONE:  
315-941-8487

WEBSITE:  
[www.LakesideEng.com](http://www.LakesideEng.com)

EMAIL:  
[Nick@LakesideEng.com](mailto:Nick@LakesideEng.com)

# NICHOLAS J. RAYMER

## Operations Manager

## EDUCATION

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**Clarkson University '14**  
Potsdam, New York  
B.S. in Civil Engineering

## WORK EXPERIENCE

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**Lakeside Engineering**  
Utica, New York

Responsible for managing engineering operations for civil, structural, and environmental projects. Project Lead Engineer focusing on project management, design, and administrative roles.

**J. Priore Construction Co., Inc.**  
Utica, New York

Project manager performing supervision, management, and planning for commercial projects. Responsible for quality control, scheduling, sub-contractor/vendor management, submittals, change orders, and site supervision.

**Atlantic Testing Laboratories, LLC**  
Utica, New York

Engineer with project management roles focusing on construction materials testing and quality control monitoring for projects consisting of schools, landfills, bridges, and commercial buildings.

## SKILLS

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Proficient in AutoCAD  
Proficient in Microsoft Office  
Strong Interpersonal Skills and Communication



# ENGINEERING PROPOSAL

PREPARED FOR

## TIOGA COUNTY INDUSTRIAL DEVELOPMENT AGENCY

### Lounsberry Industrial Area Expansion

PREPARED BY

**Fagan Engineers & Land Surveyors, P.C.**



October 10, 2024

Mr. Jon Ward, TCIDA Board Chair  
c/o Tioga County Department of Economic Development & Planning  
56 Main Street, Room 109  
Owego, New York 13827

Sent Via Email: WoodburnB@TiogaCountyNY.gov

RE: Proposal for Engineering Services  
Lounsberry Industrial Area Expansion  
Nichols (T), Tioga (Co.), New York

Dear Jon:

Fagan Engineers & Land Surveyors, P.C. (FE) is pleased to provide our response to the Request for Proposal (RFP) for engineering services for the development of the Lounsberry Industrial Area Expansion in the Town of Nichols in Tioga County, New York.

### **Fagan Engineers Overview**

Fagan Engineers & Land Surveyors, P.C. (FE) is a civil and environmental engineering firm with a successful track record of cost effective project implementation. FE offers a broad base of planning, design, survey, construction management and operational expertise. Since 1985, FE has been involved in over 5,000 projects, ranging from single structure environmental audits for the private sector, to detailed design and construction management services for multi-million dollar infrastructure projects for public sector agencies.

FE staff operates our main office in Elmira, NY. We pride ourselves on Client and Staff retention, which contributes to continued success in our professional relationships. In addition, ensuring project completion in a timely and efficient manner is one of our greatest assets. A Project Team is carefully selected based on the specific needs of each individual project. Our Staff includes 20 full-time employees; including Professional Engineers, Licensed Land Surveyors, Senior Engineering Technicians, Graduate Engineers, Engineering Technicians, CAD Designers, Landscape Designer, GIS Analysts, Wetland Delineators, and a well-qualified Administrative Team. This practice, combined with our personal and direct approach to our Clients' needs, has led to consistent, creative, successful and economical project implementation.

## **Project Approach**

Fagan Engineers & Land Surveyors, P.C. (FE) is pleased to provide our response to your Request for Proposal (RFP) for Area Infrastructure Assessment and Preliminary Engineering Report. The project has received an Appalachian Regional Commission (ARC) Engineering & Planning Grant. FE is excited to offer the following scope of services for the proposed project:

1. sUAS Aerial Photography – Although not requested in the RFP, FE will perform aerial photography with our DJI Phantom 4 RTK of the entire site to develop a point cloud and an orthomosaic photograph. The point cloud will be utilized to supplement the topographic survey. The orthomosaic photograph is a high-definition aerial composite photograph that is superior to Google Earth type photographs since it can be utilized for scale is direct-line not oblique satellite photographs.
2. Existing Conditions Survey – Although not specifically requested in the RFP, FE will perform a field survey of the existing conditions of the entire developable area of the two study parcels. A topographic surface model will be developed for the site to generate 1-foot contours. This is preferable over utilizing the currently available NYS LiDAR that is typically used in these planning studies by others.
3. Utility Survey – FE will survey all existing water, sanitary and storm sewer utilities for incorporation into the base mapping. The survey consists of locating all above-ground structures, inverts (if applicable) and pipe material types (if discernable).
4. Base Mapping – FE will utilize our orthomosaic photographs, existing conditions survey, publicly sourced environmental mapping (i.e. FEMA FIRM, USDA NRCS Soil Survey, NWI Wetlands, Tioga County GIS, etc.), and TCIDA Wetlands mapping to develop base mapping for the two project sites. It is assumed that TCIDA will provide boundary maps.
5. Concept Plans – FE will prepare three (3) concept plans for each site to determine the maximum development potential of the sites in accordance with the existing zoning. The maximum development potential of the site will be utilized to estimate environmental impacts such as lot coverage and water usage. FE will meet with the IDA to review the Concepts and select the plans to be utilized in the Study.
6. NYSEG/Telecommunications – FE will assess the availability and capacity of NYSEG three-phase electric and natural gas as well as telecommunications/broadband. FE will estimate costs required to bring each utility to the properties including laterals.
7. Municipal Water – FE will develop a Preliminary Engineering Report for extending Public Water. FE will meet with the municipal water supplier to complete interviews and obtain documentation discussing the water supply capacities as they relate to current consumption to understand if suitable capacity exists for an extension to the site. If suitable capacity does not currently exist, the addition of other supply sources (i.e. new groundwater supply wells, etc.) will have to be investigated and is anticipated to be outside of the scope of this investigation. This extension investigation shall include review of supply capacities along with identification of adequate storage locations (if needed) to ensure fire protection is provided to the site. A cursory water model is to be developed to document adequate flows and pressures for normal and emergency operational conditions at the sites, identify needed infrastructure appurtenances (i.e.



pipng, booster pump stations, and tankage) and approximate placement for use in completion of the environmental investigation. The PER will document our findings and shared with the Tioga County Department of Health and the water supplier to gain input. FE will incorporate the regulatory comments into the PER, which shall also include a list of needed permits/approval.

8. Municipal Sewer – FE will develop a Preliminary Engineering Report for extending Public Water. FE will meet with the municipal wastewater treatment plant operator to understand treatment capacity and identify likely sewage generation rates from typical industrial development scenarios using other existing developments as models along with using the NYSDEC expected hydraulic loading rates. Typical sewer discharges from the proposed development shall be utilized in completion of a cursory downstream conveyance analysis thus documenting hydraulic shortcomings and need for upgrades. If adequate capacity is not available and a flow management plan exists, cursory research shall be completed with respect to potential credits that could be identified and purchased to create capacity for the development. It is assumed that organic loading will not be investigated as part of this report and any future industrial users of the development will require pretreatment to reduce the strength of sewer discharge to residential strength wastewater. Needed infrastructure appurtenances (i.e., lift stations, sewer piping, off-site improvements) shall be identified and documented in a municipal sewer PER that shall be shared with the receiving municipality for review and comment. The proposed improvements and locations shall be communicated and incorporated into the municipal sewer study as well as a list of permits or approvals required.
9. Geotechnical Investigation – FE will perform a geotechnical investigation on both properties to document general subsurface soil conditions as it relates to bearing capacity and stormwater management purposes. It is anticipated that 10+/- test borings to a depth of 25ft shall be completed strategically around the site to identify the soil conditions, bearing capacity, and permeability that will impact infiltration rates for design purposes.
10. Stormwater Pollution Prevention Plan (SWPPP) – The Consultant will conduct a preliminary assessment of stormwater conditions and recommend potential stormwater practices for each property. This includes developing a SWPPP based on the maximum development potential of each site. The SWPPP will include estimate existing stormwater runoff quantities (base condition) and full developed stormwater runoff quantities. FE will perform preliminary sizing of water quality and quantity mitigation measures in accordance with the NYS Stormwater Management Design Manual and NYSDEC SPDES General Stormwater Permit for Construction Activity (GP-0-20-001).
11. Environmental Impacts/Conditions – FE will conduct endangered species consultations with New York Natural Heritage Program and IPAC on both properties as well as complete a SEQR Part I Full Environmental Assessment Form, based on the maximum development potential, that presumes light industrial development of both properties and will make a recommendation to the TCIDA on determination of significance.
12. 96 Smith Creek Road access – FE will provide preliminary engineering design with 1-2 alternative design options for accessing the 96 Smith Creek Road site in the Town of Nichols.

13. Coordination/Progress Meetings – FE will coordinate the project with TCIDA and related agencies. FE will present the report to the TCIDA in a powerpoint presentation at our final meeting. FE will update all deliverables in response to TCIDA comments/questions.

Additional Value Added Tasks (Scope Items 1, 2 and 3): FE is offering additional services that are outside of the scope outlined in the RFP, however, will provide additional value for future development of the sites.

### **Project Schedule**

The RFP states that the desired completion date is within six months of a signed agreement. We anticipate the following schedule:

Initial Kickoff Meeting	Month 1
Survey/Drone Photos (Items 1-3)	Month 1
Base Mapping (Item 4)	Month 2
Concept Plans/IDA Review Meeting (Item 5)	Month 2
NYSEG/Telecommunications (Item 6)	Month 3
Municipal Water PER (Item 7)	Month 4
Municipal Sewer PER (Item 8)	Month 4
Geotechnical Evaluation (Item 9)	Month 3
Progress Meeting (Review Items 6-9)	Month 4
Municipal Sewer PER (Item 8)	Month 4
SWPPP (Item 10)	Month 5
Environmental Impacts (Item 11)	Month 5
Smith Creek Access (Item 11)	Month 5
IDA Presentation (Item 12)	Month 6
All Deliverables	Month 6

*Please Note: FE will attend interim meetings with IDA Board/Staff as needed throughout the process.*

## **Relevant Experience**

### **SouthWorks District, Ithaca (C/T), NY**

As part of a dynamic team working in collaboration with Unchained Properties, LLC, Fagan Engineers (FE) led the Generic Environmental Impact Statement (GEIS) development process for the SouthWorks District (SWD) in Ithaca, NY. Engineering around existing conditions, FE plans incorporated Leadership in Energy and Environmental Design Neighborhood Development (LEED-ND), as part of the overall master plan. Located on South Hill in the former Emerson Power Site, SWD will develop new areas of the site, and re-purpose the existing 821,000 square feet of former industrial buildings, which have been vacant since 2009. Using sustainable design principles, SWD will be developed as an urban “Live/Work/Play” mixed use district that will include apartments, office space, parks, and areas of light manufacturing. This transformational project consists of up to 1,700,000 square feet on 95 acres that traverses the City/Town municipal boundary located near Ithaca College. The GEIS process included coordinating between the City and Town of Ithaca since the project site spans the two municipalities on South Hill. The DGEIS is fully posted here under the former name (Chain Works District):

<https://www.chainworksdistrict.com/approval-process-geis>

FE is currently working on the ARC Infrastructure E&P Report for the site for SouthWorks and Ithaca Area Economic Development. This \$500,000 study is similar in scope to the Lounsberry Expansion but also incorporates the preliminary design of a microgrid energy system. FE is also providing civil/site engineering for four site plan projects within the SouthWorks site with the first project slated for construction in Spring 2025. The following is a link to the project website:

<https://southworksithaca.com/>

Client: Robert Lewis, 423.838.3547, [Rob@ShiftCapital.us](mailto:Rob@ShiftCapital.us)

### **V&S NY Galvanizing Site**

FE collaborated with V&S Galvanizing and the Tioga County IDA to site the 71,000sf manufacturing facility in the existing industrial park in Owego, New York in 2019. FE performed the Preliminary Engineering review of the site for feasibility of extending utilities. After the PER determined the feasibility, FE provided full Site Plan design and guidance through the environmental entitlement process including the TCIDA sponsored public water and sewer utility extensions that received NYS Senate Capital Assistance Program funding.

Client: V&S Galvanizing and Tioga County IDA

### **Similar Projects**

- Airport Corporate Park, Big Flats (T), NY. The Chemung County IDA Industrial Park consists of 285 acres. FE developed the original GEIS and the 2000 update which expanded the Park to the west for a total allowable size of 2.1 Million Square Feet.
- Airport Corporate Park South, Big Flats (T), NY. Industrial Park consists of 285 acres. FE developed the original GEIS which provided an additional 1.25 Million Square Feet able to be developed by the Chemung County IDA.

Client: Joe Roman, Chemung County IDA, 607.733.6153, [jroman.ida@chemungcountyny.gov](mailto:jroman.ida@chemungcountyny.gov)

## **Personnel**

The following FE Team Members will be assigned to the project. Resumes for key personnel are attached as an appendix to our proposal.

**James B. Gensel, P.E.** – Project Manager and point of contact. Jamie has led Fagan Engineers since 2012. Jamie has a background in land development both in design and review for local municipalities. Jamie is the PM for the 1.7MSF SouthWorks (formerly Chain Works) project in Ithaca and led the development of the DGEIS, Planned Unit Development zoning and the related Design Guidelines. Jamie is currently finalizing the \$500,000 ARC Infrastructure Engineering and Planning Study for the SouthWorks Site.

**Mark E. Flora, P.L.S.** – Licensed Survey and sUAS Operator. Mark will perform the sUAS (drone) photography and develop the base mapping for the project sites.

**Karl M. Schwesinger, P.E.** – Karl will assist with any review of public water and sanitary sewer utilities. Karl's expertise is in municipal utilities including water system and sanitary sewer computer modelling. Karl has developed the water system models for the recent Elmira Water Board and Village of Horseheads NYS WIIA funded improvement projects.

**Rob Fenton** – Rob will provide his environmental remediation/permitting expertise and familiarity with NYSDEC stormwater management regulations.

## **Project Budget**

The total budget for this project is approximately \$100,000. Federal funding sources of United States Department of Agriculture (USDA) and Appalachian Regional Commission (ARC) are funding this project in part. FE proposes a lump sum fee as follows:

1. sUAS Aerial Photography	No Charge – Added Value
2. Existing Conditions Survey	No Charge – Added Value
3. Utility Survey	No Charge – Added Value
4. Base Mapping	\$ 10,000
5. Concept Plans	\$ 5,000
6. Municipal Water PER	\$ 15,000
7. Municipal Sewer PER	\$ 15,000
8. Geotechnical Investigation	\$ 15,000
9. Stormwater SWPPP	\$ 10,000
10. Environmental	\$ 10,000
11. 96 Smith Creek Access Road	\$ 10,000
12. Meetings and Presentations	<u>\$ 10,000</u>

**Total Lump Sum Fee: \$100,000**

*Note: FE does not charge for reimbursable expenses for Preliminary Engineering Reports.*



CONSULTANT CONTRACT PROVISIONS

**GENERAL** - These Standard Terms and Conditions, together with the attached proposal, constitute the Professional Services Agreement ("Agreement") between Fagan Engineers & Land Surveyors, PC ("CONSULTANT") and the person or entity to whom the proposal is addressed ("Client") to perform basic or additional services.

**1. CONTRACT** - These Contract Provisions and the accompanying Proposal constitute the full and complete Agreement between the parties and may be changed, amended, added to, superseded, or waived only if both parties specifically agree in writing to such amendment of the Agreement. In the event of any inconsistency between these Contract Provisions and any proposal, contract, purchase order, requisition, notice to proceed, or like document, these Contract Provisions shall govern.

**2. RIGHT OF ENTRY** - When entry to property is required for the CONSULTANT to perform its services, the Client agrees to obtain legal right-of-entry on the property.

**3. DOCUMENTS** - All reports, notes, drawings, specifications, data, calculations, and other documents, including those in electronic form, prepared by CONSULTANT are instruments of CONSULTANT's service that shall remain CONSULTANT's property. The Client agrees not to use CONSULTANT-generated documents for marketing purposes, for projects other than the project for which the documents were prepared by CONSULTANT, or for future modifications to this project, without CONSULTANT's express written permission.

Any reuse or distribution to third parties without such express written permission or project-specific adaptation by CONSULTANT will be at the Client's sole risk and without liability to CONSULTANT or its employees, subsidiaries, independent professional associates, subconsultants, and subcontractors. Client shall, to the fullest extent permitted by law, defend, indemnify, and hold harmless CONSULTANT from and against any and all costs, expenses, fees, losses, claims, demands, liabilities, suits, actions, and damages whatsoever arising out of or resulting from such unauthorized reuse or distribution.

**4. DISPOSAL OF SAMPLES** - CONSULTANT will discard samples upon completion of the work covered under this Agreement, unless the Client instructs otherwise in writing.

**5. HAZARDOUS MATERIALS** - The scope of CONSULTANT's services for this Agreement does not include any responsibility for detection, remediation, accidental release, or services relating to waste, oil, asbestos, lead, or other hazardous materials, as defined by Federal, State, and local laws or regulations.

**6. CONSTRUCTION PHASE SERVICES** - If CONSULTANT performs any services during the construction phase of the project, CONSULTANT shall not supervise, direct, or have control over Contractor's work. CONSULTANT shall not have authority over or responsibility for the construction means, methods, techniques, sequences or procedures or for safety precautions and programs in connection with the work of the Contractor. CONSULTANT does not guarantee the performance of the construction contract by the Contractor and does not assume responsibility for the Contractor's failure to furnish and perform its work in accordance with the Contract Documents.

**7. STANDARD OF CARE** - CONSULTANT and its employees, subsidiaries, independent professional associates, subconsultants, and subcontractors will exercise that degree of care and skill ordinarily practiced under similar circumstances by design professionals providing similar services. Client agrees that services provided will be rendered without any warranty, express or implied.

CONSULTANT shall exercise usual and customary professional care in its efforts to comply with applicable codes, regulations, laws rules, ordinances, and such other requirements in effect as of the date of execution of this Agreement.

**8. OPINION OF PROBABLE COSTS** - When required as part of its work, CONSULTANT will furnish opinions of probable cost, but does not guarantee the accuracy of such estimates. Opinions of probable cost, financial evaluations, feasibility studies, economic analyses of alternate solutions, and utilitarian considerations of operations and maintenance costs prepared by CONSULTANT hereunder will be made on the basis of CONSULTANT's experience and qualifications and will represent CONSULTANT's judgment as an experienced and qualified design professional. However, users of the probable cost opinions must recognize that CONSULTANT does not have control over the cost of labor, material, equipment, or services furnished by others or over market conditions or contractors' methods of determining prices or performing the work.

**9. SUSPENSION OF WORK** - The Client may, at any time, by written notice, suspend further work by CONSULTANT. The Client shall remain liable for, and shall promptly pay CONSULTANT for all services rendered to the date of suspension of services, plus suspension charges, which shall include the cost of assembling documents, personnel and equipment, rescheduling or reassignment, and commitments made to others on Client's behalf.

Client shall pay CONSULTANT pursuant to the rates and charges set forth in the Proposal. CONSULTANT will submit monthly invoices to Client for services rendered and expenses incurred. If Client does not pay invoices within thirty (30) days of submission of invoice, CONSULTANT may, upon written notice to the Client, suspend further work until payments are brought current. The Client agrees to indemnify and hold CONSULTANT harmless from any claim or liability resulting from such suspension.

**10. CHANGES OR DELAYS** - Unless the accompanying Proposal provides otherwise, the proposed fees constitute CONSULTANT's estimate to perform the services required to complete the Project. Required services often are not fully definable in the initial planning; accordingly, developments may dictate a change in the scope of services to be performed. Where this occurs, changes in the Agreement shall be negotiated and an equitable adjustment shall be made.

Costs and schedule commitments shall be subject to renegotiation for unreasonable delays caused by the Client's failure to provide specified facilities, direction, or information, or if CONSULTANT's failure to perform is due to any act of God, labor trouble, fire, inclement weather, act of governmental authority, failure of transportation, accident, power failure, or interruption or any other cause beyond the reasonable control of CONSULTANT. Temporary work stoppage caused by any of the above may result in additional cost beyond that outlined in the accompanying Proposal.

**11. LIABILITY** - To the fullest extent permitted by law, the total liability, in the aggregate, of CONSULTANT and CONSULTANT's officers, directors, employees, agents, and consultants to Client and anyone claiming by, through or under Client, for any and all injuries, claims, losses, expenses, or damages whatsoever arising out of or in any way related to CONSULTANT's services, the Project or this Agreement, from any cause or causes whatsoever, including but not limited to, negligence, strict liability, breach of contract or breach of warranty shall not exceed the total compensation received by CONSULTANT under this Agreement.

**12. CONFLICTS OF INTEREST** - This assignment may involve parties with adverse interests to clients with whom CONSULTANT has current or past relationships. It is CONSULTANT policy to make reasonable attempts to identify such relationships prior to acceptance of a professional assignment, but CONSULTANT cannot assure that conflicts or perceived conflicts will not arise, and CONSULTANT does not accept responsibility for such occurrences.

**13. REIMBURSABLE EXPENSES** - CONSULTANT will bill direct nonpayroll expenses at cost plus 10%. Direct expenses include all reasonable expenses resulting from required responses to subpoenas or court orders related to work under the Contract.

**14. MISCELLANEOUS**

**Governing Law:** The laws of the state in which the CONSULTANT office executing this Agreement is located shall govern the validity and interpretation of this Agreement.

**Invalid Terms:** In the event any of these Contract Provisions are found to be illegal or otherwise unenforceable, the unenforceable Contract Provision will be stricken. Striking such a Contract Provision shall have no effect on the enforceability of the remaining Contract Provisions and those remaining Contract Provisions shall continue in full force and effect as if the unenforceable Contract Provision were never included in the Agreement.

**Mediation:** The Client and CONSULTANT agree to submit all claims and disputes arising out of this Agreement to non-binding mediation prior to the initiation of legal proceedings. This provision shall survive completion or termination of this Agreement; however, neither party shall seek mediation of any claim or dispute arising out of this Agreement beyond the period of time that would bar the initiation of legal proceedings to litigate such claim or dispute under the applicable law.

**CONSULTANT Reliance:** CONSULTANT shall be entitled to rely, without liability, on the accuracy and completeness of any and all information provided by Client, Client's consultants and contractors, and information from public records, without the need for independent verification.

**Certifications:** CONSULTANT shall not be required to sign any documents, no matter by whom requested, that would result in CONSULTANT's having to certify, guaranty, or warrant the existence of conditions that CONSULTANT cannot ascertain. **Third Parties:** Nothing contained in this Agreement shall create a contractual relationship with, or a cause of action in favor of, a third party against either the Client or CONSULTANT. CONSULTANT's services hereunder are being performed solely for the benefit of the Client, and no other entity shall have any claim against CONSULTANT because of this Agreement or CONSULTANT's performance of services hereunder.

**Consequential Damages:** Neither the Client nor the CONSULTANT shall be liable to the other or shall make any claim for any incidental, indirect or consequential damages arising out of, or connected in any way to the Project or this Agreement. This mutual waiver includes, but is not limited to, damages related to loss of use, loss of profits, loss of income, loss of reputation, unrealized savings or diminution of property value and shall apply to any cause of action including negligence, strict liability, breach of contract and breach of warranty.


**Force Majeure:** The CONSULTANT shall not be responsible for delays caused by factors beyond the CONSULTANT'S reasonable control, including but not limited to delays because of strikes, lockouts, work slowdowns or stoppages, government ordered industry shutdowns, power or server outages, acts of nature, widespread infectious disease outbreaks (including, but not limited to epidemics and pandemics), failure of any governmental or other regulatory authority to act in a timely manner, failure of the Client to furnish timely information or approve or disapprove of the CONSULTANT'S services or work product, or delays caused by performance by the Client or by contractors of any level. When such delays beyond the CONSULTANT'S reasonable control occur, the Client agrees that the CONSULTANT shall not be responsible for damages, nor shall the CONSULTANT be deemed in default of this Agreement.

Page 8  
Mr. Jon Ward  
October 10, 2024

Should this proposal for engineering services be acceptable, please sign the acceptance section below which will constitute a written agreement between us. Please return one executed copy for our files. Thank you for the opportunity to submit this proposal, and we look forward to working with you on this project.

Sincerely,

FAGAN ENGINEERS & LAND SURVEYORS, P.C.



James B. Gensel, P.E., CPESC  
President

**AGREEMENT ACCEPTANCE SECTION**

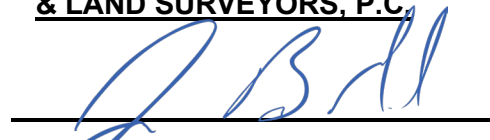
**TIOGA COUNTY INDUSTRIAL  
DEVELOPMENT AGENCY**

**FAGAN ENGINEERS  
& LAND SURVEYORS, P.C.**

ACCEPTED BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

DATE: \_\_\_\_\_



\_\_\_\_\_  
President

\_\_\_\_\_  
October 10, 2024

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# Firm Profile



**FAGAN**  
ENGINEERS  
& LAND SURVEYORS PC

## History

In 1984, Dennis Fagan, P.E. founded Fagan Engineers & Land Surveyors (FE) with the belief that a direct and personal approach to meeting the needs of the client was paramount. That philosophy and a commitment to the community has proven to be the correct approach, and over 39 years later, Fagan Engineers diligently adheres to the values instilled by Dennis Fagan. As a multi-disciplinary civil and environmental engineering Firm, Fagan Engineers has been involved with over 5,000 projects for the public and private sectors. These projects cover a broad range of services to include, civil, environmental, and transportation engineering, water resource management, environmental impact studies, wetland delineation, site assessments, solid waste management, and construction management services.



**100 West Water Street/Clemens Square**  
City of Elmira, NY



**Leland Street Area Sanitary Sewer**  
Town of Southport, NY

## Professional Services

FE employs a team of specialized personnel to collaborate and devise creative solutions to address civil engineering challenges in the areas of land development, municipal services, energy, and regional corporate parks. Likewise, careful consideration is given to the individual needs of the Client and issues germane to each project, such as schedule, budgetary concerns, regulatory issues, and project milestones. After potential challenges are identified, FE utilizes a broad base of planning, design, survey, operational expertise, and state of the art technology to determine a suitable course of action. With an excellent reputation for innovative, successful, and economical project implementation, Fagan Engineers is a leading provider of quality engineering services.

In addition, FE is fully skilled in all areas of Survey Services as used in mapping and analysis of various land-based projects. FE Surveyors have the knowledge and ability to add significant value to a project during design, construction, and operation. Land Survey Services are comprised of highly detailed Boundary, Utility, Topographic, Construction Related, and As-Built Surveys. FE is capable of running up to five crews simultaneously, while utilizing state-of-the-art equipment including the latest in sUAS (Drone) technology.



**FedEx Ground Site Plan Project**  
Village of Horseheads, NY



# Firm Profile



**FAGAN**  
ENGINEERS  
& LAND SURVEYORS PC

## Civil Engineering

- Construction Drawings
- Erosion & Sediment Control Plans  
PADEP (ESCGP-3) Expedited  
NYSDEC SPDES Permits
- Feasibility Analysis
- Land Development & Site Design
- Local Land Development Plans
- Master & Land Use Planning
- NYSDOT/PennDOT HOPs
- Roadway & Trail Designs
- Site Access Road Design & Permits
- Solid Waste Management Systems
- SWPPP/SPCC Plans
- Utility Design & Analysis

## Financial Analysis

- Closure & Post-Closure Cost Analysis
- Financial Assurance Plans
- Grant Writing & Financing Assistance
- Project Financing Estimates

## Environmental

- Archaeological Study Coordination
- Asbestos Demolition/Renovation Surveys
- Environmental Impact Statements
- Environmental Phase I/II/III Reports
- NYSDEC/PSC Coordination
- NYSDEC SEQR Coordination
- PADEP General Permits
- PADEP/USACE Joint Permits
- PHMC/PNDI Coordination
- Pipeline Corridor Study/Analysis
- Rare, Threatened, & Endangered Species  
Clearances
- Spill Prevention, Control, & Countermeasure  
Plans (SPCC)
- Wetland Delineation/Mapping
- Wetland Mitigation Design

## Construction Management

- Constructability Reviews
- Construction Certification Reports
- Construction/Compaction Testing
- Construction Quality Assurance Certifications
- Construction Survey Services
- Erosion Control Inspections
- Full-Time Construction Management
- Quality Assurance Certifications

## Survey & Mapping Services

- Aerial Mapping & Control
- ALTA Surveys
- As-Built Surveys
- Boundary Surveys
- Construction Stakeout
- Courthouse & Title Search
- GIS Mapping & Data Development
- GPS Survey, Control, & Mapping
- Leasing/Contract Assistance
- Legal Descriptions
- Radio Detection of Utilities
- Record Drawings
- Rights of Way & Easement Plats
- Subdivision Plats
- Topographic Surveys
- sUAS (Drone) Aerial Photography &  
Mapping

## Water & Wastewater

- NYSDEC & PADEP Permits
- SPDES & NPDES Permits
- SRBC Coordination
- Wastewater Supply Design & Permits
- Wastewater Treatment Facilities
- Water Supply Applications
- Water Supply Design & Permits
- Water Withdrawal Facility Design  
& Permits



**Natural Gas Transmission Pipeline**  
Friendsville, PA



**SouthWorks Redevelopment Project**  
Ithaca, NY



**Chemung County Sewer Districts**  
**Chemung River Siphon Crossing**  
City of Elmira, NY





# Land Development & Design

## Fagan Engineers & Land Surveyors, P.C.

Civil | Municipal | Environmental | Surveying & Mapping | Energy | Construction Management

**Fagan Engineers** is a civil/environmental engineering firm located in Elmira, NY. We offer a broad range of planning, design, survey, construction management, and operational expertise. Our staff includes Professional Engineers (NY/PA), Licensed Land Surveyors (NY/PA), Planners, CAD Designers, Wetland Delineators, GIS Analysts Field Engineers, and Construction Managers.

**Contact** | James B. Gensel, P.E., CPESC | P 607.734.2165 | E office@FaganEngineers.com

### Land Development & Design Services

- Boundary & Topographical Surveys
- Building Plans for Municipal, Commercial, & Industrial Applications
- Construction Coordination & Management
- Construction Stakeout & Control
- Environmental Impact Statements (SEQR)
- Flood Impact Analysis
- Grant Applications (CFA, Build-Now NY, etc.)
- Land Development & Site Design
- LEED Neighborhood Development (LEED-ND)
- Local, State, & Federal Permitting
- Master & Land Use Planning
- Residential & Commercial Subdivisions
- Site Feasibility Analysis
- Transportation & Traffic Engineering
- Utility Design & Analysis

### Partial Private Client List

- Arnot Health
- Arnot Realty Corporation
- Benderson Development Corporation
- Bethany Village
- Chemung County Industrial Development Agency
- Commercial Net Lease (National Retail Properties)
- Conifer Realty
- Developers Diversified Realty (DDR)
- Simmons-Rockwell Automobile Dealerships
- Southern Tier Economic Growth
- Synthes (USA)
- Talisman Energy USA, Inc.
- UnChained Properties/L. Enterprises
- X-Gen Pharmaceuticals, Inc.



**Bethany Village**  
Village of Horseheads, NY



**Barrington Estates West**  
Town of Horseheads, NY



**FedEx Ground**  
Village of Horseheads, NY



**Seneca Beverage Corporation**  
Town of Elmira, NY



**Simmons-Rockwell**  
Town of Big Flats, NY



### Current Land Development Project SouthWorks District, Ithaca, NY

As part of a dynamic team working in collaboration with Unchained Properties, LLC, Fagan Engineers (FE) is leading the Generic Environmental Impact Statement (GEIS) development process for the SouthWorks District (SWD) in Ithaca, NY. Engineering around existing conditions, FE plans to incorporate Green Infrastructure and Leadership in Energy and Environmental Design Neighborhood Development (LEED-ND), as part of the overall master plan.

Located on South Hill in the former Emerson Power Transmission Plant, CWD will develop new areas of the site, and re-purpose the existing 821,000 square feet of former industrial buildings, which have been vacant since 2009. Using sustainable design principles, CWD will be developed as an urban "Live/Work/Play" mixed use district that will include apartments, office space, flex space, parks, and areas of light manufacturing. This transformational project will consist of up to 1,700,000 square feet on 95 acres that traverses the City/Town municipal boundary located near Ithaca College.







# Municipal Services

## Fagan Engineers & Land Surveyors, P.C.

Civil | Municipal | Environmental | Surveying & Mapping | Energy | Construction Management

**Fagan Engineers** is a civil/environmental engineering firm located in Elmira, NY. We have been involved with over 350 sanitary sewer and water service projects since 1985, from system planning and modeling for municipalities to major system expansion projects. Our staff includes Professional Engineers (NY/PA), Licensed Land Surveyors (NY/PA), Planners, CAD Designers, Wetland Delineators, GIS Technicians, Field Engineers, and Construction Managers.

**Contact** | James B. Gensel, P.E., CPESC | P 607.734.2165 | E office@FaganEngineers.com

### Key Projects Elmira-Southport Area-Wide Sewer System Improvements

Fagan Engineers (FE) has assisted with the Town of Southport's efforts to continuously expand and improve sanitary sewer capacities within the Town. FE has been instrumental in developing and continuing to update the Town's Sewer Master Plan. Since 2000, FE has designed and managed the construction of 12 major sewer projects in the Town, representing a construction value over \$10M. Equally important, FE, along with the Town, applied for and received a combination of grants and interest-free loans to finance the projects from eight different state and federal funding agencies. The total funding equals approximately 80% of the project value.

### Town of Corning Water Districts

FE has partnered with the Town of Corning to replace the public water systems for the Gibson and Corning Manor Districts. FE also developed the East Corning Water District to serve the new Guthrie Corning Hospital and guided the Town through two extension projects to leverage the investment into the East Corning system to provide water to 150+ additional properties. FE provided cradle to grave services for each of these projects including conceptual design, cost estimates, funding scenarios, grant/financing applications, design, permitting, bid documents, and construction inspection/management.

### Land Development Plans

FE has been involved with over 400 land development projects since 1985. These projects range from single-family residential subdivisions to large multi-million dollar mixed-use complexes. When FE is not working as the design engineer, we routinely provide review consultant services to our local municipalities to insure that proposed projects meet local, State, and Federal regulations. FE will provide a comprehensive review covering all aspects of the project including utility design, stormwater mitigation, parking/traffic studies, and environmental mitigation.

### Municipal Paving Projects

FE is retained by several municipalities to provide engineering services for their annual paving programs. FE's scope of services typically includes estimating contract quantities, analysis of existing pavement conditions, technical support on project improvements, and construction inspection services.



Chemung County Sewer Districts  
Wygant Sewer Pump Station  
Town of Horseheads, NY



East Corning Water Districts  
0.53 Million Gallon Tank  
Town of Corning, NY



Chemung County Sewer Districts  
Chemung River Siphon Crossing, City of Elmira, NY



# Municipal Services

## Fagan Engineers & Land Surveyors, P.C.

Civil | Municipal | Environmental | Surveying & Mapping | Energy | Construction Management

### Air & Noise

- Air Facility Permits and Registrations
- Air Quality Analysis
- Noise Analysis & Mitigation Design

### Civil Engineering

- Asset Management
- Building Plans for Municipal, Commercial, & Industrial Applications
- Construction Coordination & Management
- Construction Stakeout & Control
- Environmental Impact Statements & SEQR Coordination
- Erosion & Sediment Control and Shoreline Restoration/Protection
- Facility Development Expansion
- Flood Impact Analysis
- Grant & Funding Applications (Build-Now NY, ARC, CBDG, CFA, URI, etc.)
- Grant Writing
- Geographic Information System (GIS) Mapping & Analysis
- Land Development & Site Design
- Local, State, & Federal Permitting
- Master & Land Use Planning
- Outboundary & Topographic Surveys
- Residential & Commercial Subdivisions
- Site Feasibility Analysis
- Solid Waste Management Facility Design, Permitting, & Construction Certification
- Stormwater Design & Planning (SWPPPs in NY and E&S/PCSM Plans in PA)
- Transportation & Traffic Engineering
- Infrastructure & Utility Development
- Zoning & Planning Review

### Construction Management

- Constructability Reviews
- Construction/Compaction Testing
- Construction Quality Assurance Certifications
- Erosion Control Inspections
- Full-Time Construction Management

### Environmental

- Archaeological Study Coordination
- Environmental Impact Statements
- Environmental Phase I/II/III Reports
- NYSDEC/PSC Coordination
- NYSDEC SEQR Coordination
- PADEP General Permits
- PADEP/USACE Joint Permits
- PHMC/PNDI Coordination
- Pipeline Corridor Study/Analysis
- Rare, Threatened, & Endangered Species Clearances
- Spill Prevention, Control, & Countermeasure Plans (SPCC)
- Wetland Delineation/Mapping
- Wetland Mitigation Design

### Survey & Mapping Services

- Aerial Mapping & Control
- ALTA Surveys
- Boundary Surveys
- GIS Mapping & Control
- GPS Survey, Control, & Mapping
- Courthouse & Title Research
- Leasing/Contract Assistance
- Legal Descriptions
- Pipeline Classification (49CFR192.5)
- Pipeline, Well, and Compressor Pad Construction Stakeout
- Radio Detection of Pipelines
- Record Drawings
- Rights of Way & Easement Plats
- Subdivision Plats
- Topographic Surveys
- Well Location Plats

### Water & Wastewater

- NYSDEC and PADEP Permits
- SRBC Coordination
- Wastewater Treatment Facilities
- Water Supply Applications
- Water Withdrawal Facility Design & Permitting



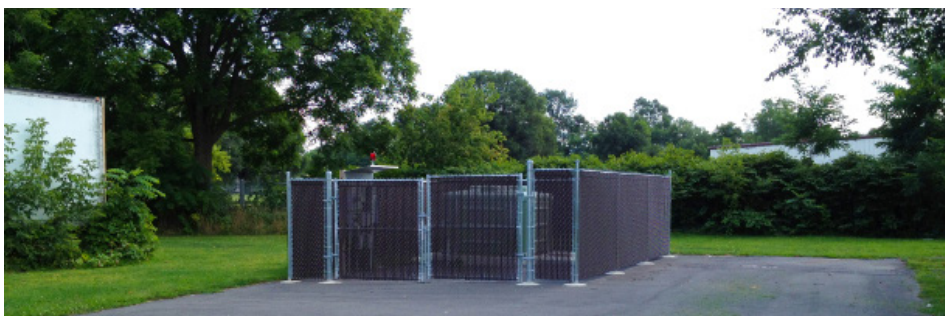
Grove Park Pavilion Site Design  
City of Elmira, NY



Woodbrook Assisted Living  
Town of Southport, NY



Town Highway Truck Wash Facility  
Town of Horseheads, NY



Budd/Kinyon Street Service Area Sewer System  
Town of Southport, NY



Elmira College Pedestrian Improvements  
City of Elmira, NY





# James B. Gensel, P.E., CPESC

## Fagan Engineers & Land Surveyors, P.C.

Civil | Municipal | Environmental | Surveying & Mapping | Energy | Construction Management

### Title

President

### Registration

Registered Professional Engineer in New York, North Carolina, Pennsylvania, and West Virginia.

Certified Professional in Erosion and Sediment Control (CPESC)

### Professional Associations

American Society of Civil Engineers

### Education

Bachelor of Science Degree - 1995  
University at Buffalo, Buffalo, NY  
Major: Civil Engineering

### Professional History

2012 - Present	FAGAN ENGINEERS & LAND SURVEYORS, P.C. Elmira, NY President/Principal
2011 - 2012	FAGAN ENGINEERS Elmira, NY Principal
1997 - 2011	FAGAN ENGINEERS Elmira, NY Project Coordinator
1995 - 1997	FAGAN & YOUNG ENGINEERS, INC. Towanda, PA Project Engineer
1995 - 1995	DELEUW, CATHER: A PARSONS GROUP COMPANY Buffalo, NY Intern

### Key Projects

Project Lead for the multiple-consultant Project Team for the Chain Works District Redevelopment Project in Ithaca, NY. The Chain Works District is the redevelopment of the former 821,000 sf Emerson Power Transmission site to a 1.7 million sf mixed use development on 95 acres. Leading the Project Team for the Generic Environmental Impact Statement (GEIS), property rezoning in the City and Town, and local/State approval process.

Project Director for the \$2.4 million Leland Street Area Sanitary Sewer District Extension Project consisting of 381 residential parcels. Project included initial Engineering Study through the NYSEFC/NYSDEC Planning Grant and District Extension Petition preparation. FE then submitted and received a NYSDEC Water Quality Improvement Program (WQIP) grant in the amount of \$2.031 million. FE provided full engineering and construction management services including survey, District Extension Report, collection system design, contract documents, management of the bidding process, contractor evaluation, construction inspection, as-built survey, construction certification, contract administration, and grant reporting/reimbursement. Separately, FE provided full design, bidding, inspection for the repaving of the associated streets equaling approximately 50,000 square yards.

Project Director for the Milton Street Wastewater Treatment Plant influent screw pump replacements. Raw sewage is conveyed to the plant through the screw pump station from two interceptor sewers; the 48-inch interceptor that runs parallel to the Chemung River (carries wastewater from the City of Elmira both north and south of the river) and the 24-inch "Prison Sewer" (carries wastewater from the Town of Southport). The station consists of three screw pumps, each capable of pumping at a rate of 15.5 MGD. FE submitted and received a NYSEFC Water Infrastructure Improvement Act (WIIA) grant in the amount of \$1.415 million. FE provided full engineering and construction management services including survey, pump station improvement design, contract documents, contractor evaluation, construction inspection, as-built survey, construction certification, contract administration, and grant reporting/reimbursement.

Project Director for the \$5 million Horseheads Public Water System Improvements consisting of five distinct projects: 1) Ridge Road Area Watermain Replacement, 2) Replacement of old/failing gate valves, fire hydrants, and lead laterals throughout the system, 3) Looping of various existing dead-end watermains, 4) Number Street Area Watermain Replacement and 5) Center Street Area Watermain Replacement. FE is providing full engineering and construction management services including survey, water system design, contract documents, management of the bidding process, contractor evaluation, construction inspection, as-built survey, construction certification, contract administration and grant reporting/reimbursement. FE submitted and received a NYSEFC Water Infrastructure Improvement Act (WIIA) grant in the amount of \$3 million.

Project Director for the \$5.9 million Elmira Water Board System Improvements consisting of five distinct projects: 1) Lead Lateral and Meter Replacement, 2) 30" High Reservoir Transmission Main Replacement, 3) 16" Harmon Street Chemung River Crossing, 4) 12" Madison Avenue Chemung River Water Crossing and 5) 16" Water Street Watermain Replacement. FE is providing full engineering and construction management services including survey, water system design, contract documents, management of the bidding process, contractor evaluation, construction inspection, as-built survey, construction certification, contract administration, and grant reporting/reimbursement. FE submitted and received a NYSEFC Water Infrastructure Improvement Act (WIIA) grant in the amount of \$3 million.

Project Manager for the 2004 Town of Southport Sanitary Sewer System Master Plan. This Master Plan provided the Town of Southport the preliminary design of the extension of Chemung County public sanitary sewers to nine subareas throughout the Town. This Master Plan provided potential service areas, cost estimates, and estimate typical user costs. The Master Plan initiated the District Extension of four of the nine subareas. FE provided full engineering and construction management services including survey, District Extension Report, collection system design, contract documents, management of the bidding process, contractor evaluation, construction inspection, as-built survey, construction certification, contract administration, and grant reporting/reimbursement.



# Karl M. Schwesinger, P.E., CPESC

## Fagan Engineers & Land Surveyors, P.C.

Civil | Municipal | Environmental | Surveying & Mapping | Energy | Construction Management

### Title

Project Engineer

### Registration

Registered Professional Engineer in New York

Certified Professional in Erosion and Sediment Control (CPESC)

### Education

Bachelor of Science Degree - 1994  
Clarkson University, Potsdam, NY  
Major: Chemical Engineering

Masters of Engineering Degree - 2000  
SUNY at Buffalo, Buffalo, NY  
Major: Environmental Engineering

### Certifications

OSHA 24-Hour Hazardous Waste Operations & Emergency Response (HAZWOPER)

US Army Corps of Engineers Wetland Delineation Manual Trained - 1987

### Professional Associations

American Society of Civil Engineers

American Water Works Association

### Professional History

2012 - Present	FAGAN ENGINEERS & LAND SURVEYORS, P.C. Elmira, NY Project Engineer
1999 - 2012	FAGAN ENGINEERS Elmira, NY Project Engineer
1994 - 1999	FAGAN ENGINEERS Elmira, NY Junior Engineer

### Key Projects

Project Manager for the Owego Gardens Development and water system improvements. Scope includes construction of a multi-story apartment and eight multi-unit townhouse buildings. Responsible for securing a Nationwide Wetland Permit to construct an access road to the development through hillside wetland and to relocate an on-site intermittent stream. Performed design and permitting of a new water storage tank, water distribution system, and upgrades to an existing booster pump station. Scope also included planning board approval, utility, and stormwater system designs.

Project Manager for the Town of Hector water withdrawal permit modifications. The Town of Hector modified their NYSDEC Water Withdrawal permit to add a new potable water well that is under the influence of Seneca Lake. The new well will replace an original well that has water quality issues. The well will pump to a filtration plant where the water is treated before being pumped into the distribution network. Project scope includes securing approval from the New York State Department of Health for the new well construction and new well pump design.

Project Manager for Ferrario Auto Team's new dealership off County Route 64 in the Town of Big Flats, NY. The project included the development of a five (5) acre lot with a new dealership showroom, maintenance garage, and display vehicle parking. The project scope included planning board approval, State Environmental Quality Review Act (SEQR) review, water, sewer, electric, and drainage system designs.

Project Manager for a major study of the Village of Horseheads water system. Including detailed water modeling of their system and all upgrades and expansions. The report was the basis of a grant applications to New York Drinking Water State Revolving Fund (DWSRF). The Village of Horseheads was awarded \$2M in grant funds to complete the recommended water system upgrades.

Project Manager for V&S Galvanizing, Inc., new hot dip galvanizing plant in the Town of Owego, NY. The project was the redevelopment of a former Department of Public Works facility. The project included a 70,800 SF building with approximately eight acres of outdoor product storage space and parking. The project included extensions to both the public water and sewer systems.

Project Manager for multiple New York State Department of Environmental Conservation (NYSDEC) State Pollutant Discharge Elimination System (SPDES) General Permits for Storm Water Discharges from Construction Activities. Responsibilities include preparation of Stormwater Pollution Prevention Plans (SWPPP), completing permit applications, drainage system design, supervision of project site inspectors, and supervision of project site inspections. SWPPP plans have included residential subdivisions, retail developments, commercial properties, and industrial sites. Clients include FedEx, Corning Inc., Hilliard Corporation, Howell Packaging, Synthes Inc., Keuka Properties, and Barrington Associates.

Project Manager and design engineer for Crooked Lake Courts water system upgrades in the Town of Wayne, NY. Designed a booster pump system to pump lake water to a seasonal campground. The booster pump replaced a failing groundwater well that had limited capacity. The water transmission line was approximately 1,700 lineal feet and included two directional boring. The campground is located significantly uphill from Keuka Lake.

Design Engineer for the Village of Horseheads Water Treatment System upgrades to water system's Well #2. The system included converting the chlorination system from gaseous chlorine to liquid chlorine, the addition of a new chlorine room, and the addition of an automatic chlorine residual monitor to comply with New York State Department of Health (NYSDOH) requirements.



# Michelle Babak, P.E.

## Fagan Engineers & Land Surveyors, P.C.

Civil | Municipal | Environmental | Surveying & Mapping | Energy | Construction Management

### Title

Staff Engineer

### Certifications

Professional Engineering License in New York and Pennsylvania State

OSHA 10-Hour Safety Training

OSHA 40-Hour Hazardous Waste Operations & Emergency Response (HAZWOPER)

Nuclear Gauge Safety Training Certificate

First Aid & CPR/AED Certification

Commercial Driver's License: Class A

### Education

Bachelor of Applied Science - 2019  
Queen's University  
Kingston, ON  
Major: Geological Engineering

### Professional History

2023 – Present	FAGAN ENGINEERS & LAND SURVEYORS, P.C. Elmira, NY Staff Engineer
2022 – 2022	CME ASSOCIATES, INC. Horseheads, NY Field Engineer
2019 – 2022	CONETEC INVESTIGATIONS, LTD. Toronto, ON Field Engineer
2018 – 2018	MOOMBARRIGA GEOSCIENCE Atikokan, ON Geophysicist
2017 – 2017	ENVIRONMENT AND CLIMATE CHANGE CANADA Gatineau, QC Engineering Intern

### Key Projects

Fagan Engineers - inspected site development and construction of twelve homes in Horseheads, NY. Completed Stormwater Pollution Prevention Plan (SWPPP) inspections bi-weekly and reported the results to site, village and county representatives. Inspected water line for pressure leaks and proper disinfection. Inspected sewer lines for air leaks and orientation of gravity system for proper operation. With building construction, inspected any backfilled material for proper compaction as well as concrete placed to meet specification. Tests completed include nuclear density testing and air, slump and concrete strength testing. All items reported to the site supervisor. Completed final certification report.

Fagan Engineers - design of a mound septic system for the Starkey Highway Barn in Dundee, NY. Completed preliminary site investigation to determine the characteristics of in-situ soil and groundwater depth. Calculated mound and drainfield trench dimensions along with size of the pump and septic tank required. Designed site layout in AutoCAD while meeting Onsite Wastewater Treatment System regulations.

Fagan Engineers - designed fire system map in CAD for a five hundred thousand square foot floor plan in Ithaca, NY. Worked diligently to inspect all aspects of unoccupied building. Collaborated with site crew to ensure no items overseen and reported final results to Ithaca fire department.

CME Associates - inspected the drilled piers, grade beams and slab-on-grade for redesigned particle accelerator at Cornell University in Ithaca, New York. Ensured that foundation was installed to design specifications and reported any discrepancies. Ensured that drilled piers properly embedded into bedrock. Monitored the placement of rebar into all foundation members while ensuring sufficient dewatering for concrete placement. Strong consideration of safety due to dense construction activity on site with limited space.

CME Associates - inspected cut and fill of over a hundred thousand cubic yards of soil for a warehouse development project in Bath, NY. Inspected the soil to ensure it was structurally acceptable to support the 200,000 square foot building and surrounding parking zone. Performed nuclear soil density testing and proof rolling to inspect conditions. Worked efficiently with the contractors to determine methods to overcome soil sensitivity issues.

ConeTec Investigations - worked on dozens of different field programs ranging from locations in downtown Toronto to remote parts of Alaska. One project to represent work completed - soil investigation and piezometer installation in northern Quebec for a concrete hydroelectric dam and two earth dams. Performed approximately 40 cone penetration tests (CPTs) and installed 15 vibrating wire piezometers (VWPs). Monitored the structural stability of the earth dams and the pore water pressure at the toe of the dams. Overcame remote and rugged working conditions while monitoring equipment diligently to ensure no damage during testing. Successfully performed and sealed all required test holes, collected quality data and finished the project safely and ahead of schedule.



# Randy J. Sheffler

## Fagan Engineers & Land Surveyors, P.C.

Civil | Municipal | Environmental | Surveying & Mapping | Energy | Construction Management

### Title

Project Manager-Environmental Services

### Certifications

OSHA 40-Hour Hazardous Waste Operations & Emergency Response Certificate

New York State Department of Labor/New York State Department of Health Licensed Asbestos Inspector

ASTM International Phase I & Phase II ESA for Commercial Real Estate Certificate Course

EOHSI Principles of Industrial Hygiene Certificate

EOHSI Evaluating Indoor Air in Non-Industrial Buildings Certificate

NIOSH 582 (airborne fibers analysis) Equivalence Course Certified

Pennsylvania Water Operators Certificate

Pennsylvania Wastewater Operators Certificate

### Education

SUNY Empire State College, Corning, NY  
Major: Environmental Studies

### Professional History

2012-Present FAGAN ENGINEERS & LAND SURVEYORS, P.C.  
Elmira, NY  
Project Manager / Staff Engineer

2004 – 2012 FAGAN ENGINEERS  
Elmira, NY  
Project Manager / Staff Engineer

1983 – 2004 FRIEND LABORATORY, INCORPORATED  
Elmira, NY  
Field Services Manager / Project Manager

### Key Projects

Project Manager for numerous Phase I Environmental Site Assessments in Broome, Chemung, Chenango, Cortland, Livingston, Ontario, Schuylers, Steuben, Tioga and Tompkins Counties in New York and Bradford, Potter, Susquehanna and Tioga Counties, in Pennsylvania. Clients include: Ajax Foundry, Sayre, PA; Arbor Housing and Development, Corning, NY; Arctic League, Elmira, NY; Arnot Ogden Medical Center Foundation, Elmira, NY; Chemung Canal Trust Company, Elmira, NY; Citizens & Northern Bank, Wellsboro, PA; Community Bank, N.A., Elmira, NY; Corning Credit Union, Corning, NY; DMK Development Group (Tractor Supply Sites), East Lansing, Michigan; Edger Enterprises, Elmira, NY; Elmira Savings Bank, Elmira, NY; Fennel Industries, Elmira, NY; First Constitution Bank, Cranbury, NJ; First Heritage FCU, Painted Post, NY; Glenora Wine Cellars, Dundee, NY; Keyser, Maloney, & Winner, LLP, Elmira, NY; Landtect Corporation, West Lebanon, NH; Law Office of Michael Paillo, New York, NY; Moore & Woodhouse, LLP, Elmira, NY; Park Grove Realty, LLC, Rochester, NY; Piper Jaffray Lending, Minneapolis, MN; Point Center Financial, San Juan Capistrano, CA; Providence Housing Development Corporation, Rochester, NY; PKY Properties, Montvale, NJ; Riedman Development Corporation, Rochester, NY; Simmons-Rockwell Dealerships; Southern Tier Economic Growth, Elmira, NY; St. Joseph's Hospital, Elmira, NY; Tioga County IDA; Elmira Downtown Redevelopment Initiative; Owego Downtown Redevelopment Initiative; Watkins Glen Downtown Redevelopment Initiative; Chemung County Landbank; Steuben County Landbank; Tioga County Landbank and the Village of Horseheads.

Project Manager for numerous Phase II Environmental Site Assessments (Investigations) in New York and Pennsylvania. Clients include: Arnot Realty Ithaca, State Street Project, Ithaca, NY; Schuylers Redevelopment, Montour Falls, NY; City Line Collision, Elmira, NY; Former Clifford Motors, Watkins Glen, NY; Arnot Ithaca3, Former NYSDOT property, Ithaca, NY; Chemung Canal Trust Co., Painted Post, NY Site; Ajax Foundry, Sayre, PA;

Project Manager/lead inspector for numerous asbestos building inspections/surveys. Clientele includes Elmira College, Elmira, NY; Bethany Village, Horseheads, NY; Elmira Housing Authority, Elmira, NY; several residential properties in Southern Tier, NY for private individuals; Panosian Enterprises several commercial properties in Elmira-Corning, NY areas; Arnot Realty-Arnot Mall, Horseheads, NY Chemung County Nursing Facility, Guthrie Clinic Sayre, PA, Harold's Square Project, Ithaca, NY, Clemen Square, Elmira, NY; several private commercial properties in Elmira-Corning, Ithaca, Watkins Glen, NY areas; several residential and commercial properties for The Broadway Group-developer of Dollar General sites throughout western, central and southern tier of New York; Taylor Packing Co. Wyalusing, PA; Dresser-Rand Painted Post, NY; Ingersoll-Rand Athens, PA; Chemung County Landbank several structures, Steuben County Landbank several structures, Elmira Downtown Redevelopment Initiative several structures; Owego Downtown Redevelopment Initiative several structures; Watkins Glen Downtown Redevelopment Initiative several structures; Arbor Housing & Development several structures, Providence Housing & Development several structures.

Project Manager for state superfund annual inspection and reporting former Schweizer Aircraft (now Best Warehouse), Horseheads, NY

Project Manager for state superfund annual inspection and reporting Southern Tier Commerce Center (former Remington Rand), Elmira, NY

Project Manager for state superfund remedial investigation of soils, groundwater, and soil vapor at the West Clinton Plaza property in Ithaca, NY.

Project Coordinator for post closure operations and maintenance of a \$24 million remediation site; Townley Hill Landfill in Catlin, New York, for Paramount/ViacomCBS Corp. Responsibilities include inspections, sampling and evaluation of groundwater/including residence sites; Annual reports for the New York State DEC; ongoing operations and maintenance at facility, and oversight of project work.