

Projects Committee Meeting
May 12th, 2022
8:00 A.M.

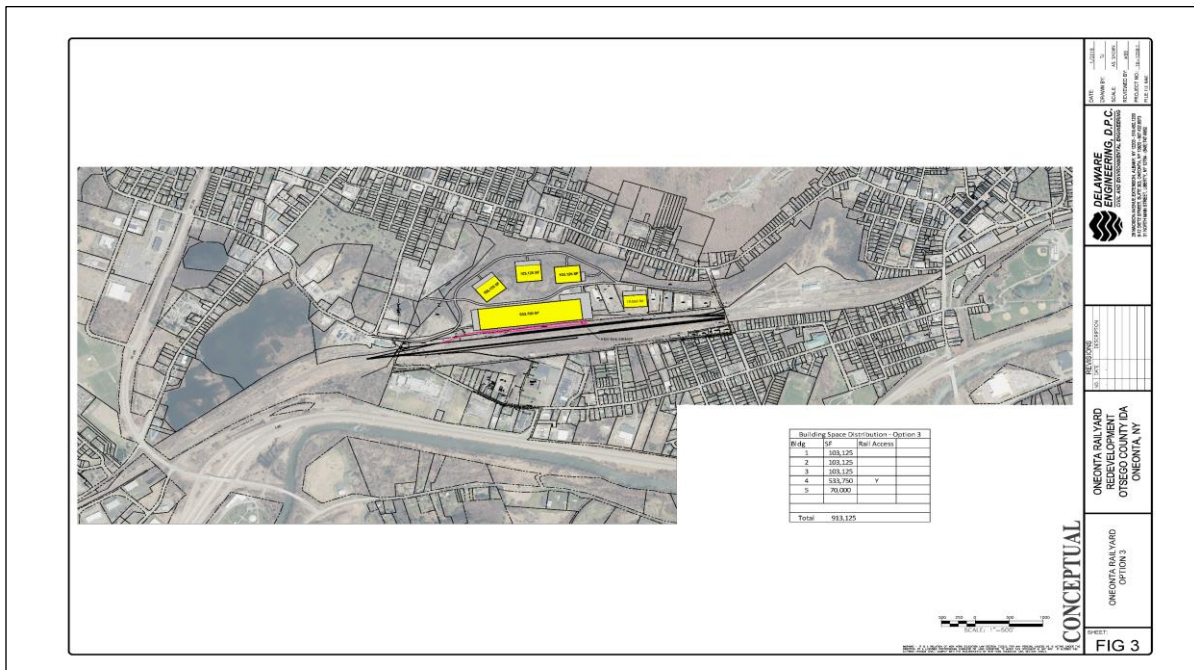
**Cheryl Robinson, Chair • Tom Armao, Vice Chair • Patricia Kennedy • Andrew Marietta
Jeff Joyner • Jeff Lord • Craig Gelbsman • David Rowley • James Seward**

**Jody Zakrevsky, CEO • Meaghan Marino, Director of Finance and Administration •
Joseph Scott, Bond Counsel • Kurt Schulte, Agency Counsel**

1. Chairman's Comments
2. Approval of April 14th Projects Committee Minutes
3. Review Project Trackers
4. Review Director's Report
5. New and Unfinished Business
 - Solar Pilot Program
 - Barton & Loguidice Proposal

Project Overview

Project Title	Oneonta Railyards Development
Project Description	<p>Redevelopment of Oneonta Railyards</p> <p><i>2021 Phase: Site Development</i></p> <p>While a generic environmental impact assessment has been performed on the site, no realistic site plan has been developed with could be used to market the “buildable” lots to perspective businesses. This project will develop a “master plan” for the entire site which will include buildable lots, parking lots, retention ponds, walkways and utility layouts.</p>
Key Objectives for 2022	<ul style="list-style-type: none"> • Clean Up Lot 5 • Commence Community Geo-Thermal Heat Pump Feasibility Study • Market the Park Using Opportunity Exchange
Target Completion Date	July 31, 2021
Estimated Total Investment	\$5,200,000
Owner	Jody Zakrevsky
Stakeholders	City of Oneonta, Otsego Now, NYS ESD
Status	Active
Project Flags/Concerns	Site Contamination – low risk



IDA Objective ROI

Employment Impact	50-100 new jobs
IDA Revenue (One-Time)	NA
IDA Revenue (Recurring)	\$x (lease of 5 buildings)
Business Relationship Impact	Moderate
Community Engagement Impact	Moderate As part of a ongoing community engagement effort, a Environmental Justice Committee has be organized and meets on a regular basis to review the master plan development.

Partnerships

Project Partnerships	Michael N'Dolo, MRB Group Jane Nicholson, MRB Group Judy Pangman, City Community Development Danny Lapin, Otsego County Conservation Association Mark Davies, City Councilman Kevin Schultz, City Environmental Review Board Karl Seeley, Hartwick College Barbara Ann Heegan, Chamber of Commerce Katherine O'Donnell, Hartwick College
Post Project Partnerships	

Grant Management

Grant ID	Project# 132,929
Grant Amount	\$500,000
Source Agency	NYS Empire State Development
Details	Grant funds are for acquisition and infrastructure investments
Requirements	Grant Funds can only account for 20% of total project costs.
Expiration Date	Fall 2022

Budget and Funding

Project Expenses	Target Amount	YTD Actual	Grant Funding Amount	YTD Actual
Acquisition	\$250,000	\$250,000	\$	\$250,000
			\$	
Site Master Plan	\$50,000 - planned \$32,800 – awarded	\$32,800	\$	\$32,800
			\$	
Infrastructure Improvements	\$4,600,000		\$ 500,000* \$2.3 million**	
TOTALS	\$5,250,000	\$250,000	\$500,000	\$0

*Awarded by NYS ESD

** Planned application to Federal EDA

Project Milestones: Master Plan Development

Project Milestones	Target Start	Target End	Status	Actual Start	Actual End
Engineering Proposals	2/20/20	2/20/20	Completed	3/26/20	
Railyard Master Plan Development	4/1/20	8/1/20	100% Completed	4/9/20	8/28/20
Marketing of Property	9/1/20	Ongoing			
Commence Community Geo-Thermal Study	4/1/22	5/1/23	Just Commenced		
Clean Up Site 5	8/15/22	9/15/22			
Total Project					

Activity Log

Date	Activity Details
5/9/22	Project was submitted to NYS ESD who are looking for potential projects in the Mohawk Valley that might benefit from a potential Bond Act proposed by the Governor.

4/29/22	Spoke with Amanda Spellicy of Senator Schumer's office and she indicated that Corning is still considering the railyards for future growth.
4/1/22	Railyards was submitted for additional funding request for infrastructure funding from the Appalachian Regional Commission.
3/28/22	Received revised insurance from Robinson Contracting naming the IDA as additional insurance while using lot 5 as a staging area. Upon completion of street reconstruction, they will bury debris and regrade property.
3/7/22	Spoke again with Al Rubin. Went through in a little more detail their plans for the site. They expect to have a proposal to us by the end of the week. Mamco, who currently does hemp manufacturing, also might be involved. Belpointe is working with farmers from the Finger Lakes Region and having rail access at the site would be very beneficial. They are also interested in the work Ramboll will be doing.
2/15/22	Al Rubin of Evolution 19, Inc., reached out to indicated that Belpointe REIT is still very interested in purchasing property at the railyards. I asked him to get a proposal from them as to what they want to do (i.e. investment, jobs being created, feasibility study).
1/5/22	Senator Schumer issues press release that he is urging the U.S. Department of Health and Human Services (HHS) and the Department of Defense to give full and fair consideration of the proposal submitted by Corning Incorporated to expand domestic industrial base capabilities for bioproduction and diagnostic consumables production
January 2022	Discussions with MRB Group about building our innovation/acceleration center in the Railyards.
12/28/21	Ozone Capital Markets contacted us looking for information on the Oneonta Railyards. OCM is a qualified opportunity zone investment group out of NYC who brings in investors to opportunity zone projects. They are asking what our Internal Rate of Return and Multiple on Invested Capital on the railyards.
12/21/21	The Oneonta City Council authorizing the installation of two new streetlights on Roundhouse Road.
12/2/21	Discussions with Corning Senior Staff and Senator Schumer's Office
11/18/21	Discussion with Senator Schumer's staff regarding a proposal to Corning
11/17/21	Met with A. Rubin, Assemblyman Miller and Chief of Staff to Assemblyman Salka to discuss the Innovation/Acceleration Center and infrastructure needs on Oneonta Railyards.
11/11/21	Reached out to David Whipple of ESD about getting the railyard certified as shovel ready.
11/2/21	Discussion with Dawn Burlew of Corning re: new campus.

10/28/21	Meeting with Senator Oberacker re: Railyards
10/22/21	Discussion with Senator Schumer's staff regarding a proposal to Corning
10/18/21	Discussion with Corning's Oneonta Plant Manager re: new campus
10/8/21	Provided letters of support to MVEDD and Southern Tier 8's grant application to EDA.
10/7/21	Provide to MVEDD what the anticipated cost for final design and bidding documents for the infrastructure improvements (\$780,000).
10/6/21	Met with A. Rubin, Assemblyman Miller and Chief of Staff to Assemblyman Salka to discuss the Innovation/Acceleration Center and infrastructure needs on Oneonta Railyards. Assemblyman Miller called to set up a future meeting in November.
9/28/21	At the request of MVEDD, supplied detailed budgets of the cost for water, sewer, and natural gas extensions to the Park (MRB Group estimates) as well as upgrading the electrical (NYSE&G estimate).
9/22/21	Meeting with Southern Tier 8 re: EDA Build Back Better Program Meeting and to including the Oneonta Railyards for EDA funding
9/15/21	Meeting with Southern Tier 8 re: EDA Build Back Better Program Meeting and to including the Oneonta Railyards for EDA funding
9/15/21	Submitted a request to the Mohawk Valley Economic Development District to build the required infrastructure at the Oneonta Business Park.
9/14/21	Submitted formal request to fund building an Innovation/Acceleration Center in the Oneonta Business Park. Total cost for new building and infrastructure is estimated to be \$9.6 million.
9/8/21	Meeting with Southern Tier 8 re: EDA Build Back Better Program Meeting and to including the Oneonta Railyards for EDA funding
9/2/21	Meeting with Southern Tier 8 re: EDA Build Back Better Program Meeting and to including the Oneonta Railyards for EDA funding.
8/23/21	NYS ESD indicated to Meaghan that they have received all required documents and will be scheduling a public hearing on reimbursement of \$150,000 in October.
8/23/21	We were contacted by a new project manager for ESD and after several discussions with her she agreed to have Jane Ji (Meaghan's contact) continue with project.
8/6/21	Asked Scott Harrington to give me a time we can get together.
8/5/21	Meeting with Hartwick College Grain Innovation Center staff, Al Rubin and representatives of Belpointe.

7/31/21	Scott Harrington, City Council member, let me know he has talked with Norfolk Southern about the business park.
7/30/21	Received notice from Ramboll Engineers that our proposal for a geo-thermal community heat pump system around the railyards was awarded by NYSERDA.
6/30/21	Send description of industrial park along with drone photos for developer's conference workshop.
6/21/21	Received 5 air photos from Chris.
6/11/21	Requested of Chris Kuhn to take photos of industrial park with drone.
6/3/21	Meeting with representatives of Belpointe and their agriculture consultant.
5/26/21	Arranged meeting with Belpointe to tour the Railyards on 6/3/21 followed up by a discussion at Otsego Now with CADE and the Small Business Development Council.
5/22/21	Al Rubin indicated that Belpointe REIT, an investment group from Connecticut will be arriving the first week in June to look at the Park for a possible investment in a hemp manufacturing facility.
5/21/21	Sent to Al Rubin additional information on Opportunity Zones.
5/11/21	Sent information on site plan, potential rail siding, and utilities to Cynthia Andela who is working with the Infinite Recycled Technologies out of Minnesota. Their facility not only recycles a variety of glass, it also houses a recycled product research and development lab where a team of engineers and recycling specialists continue to invent more effective and efficient ways to recycle. They are working with Andela Products and Ruby Lakes Glass and need rail siding to ship glass from Minnesota to New York.
5/6/21	Sent draft support letter to Chamber of Commerce and IGA Committee
5/6/21	Received letter of support from Chamber of Commerce
5/6/21	Sent site plan and information on the Opportunity Exchange to A. Rubin.
5/4/21	Meeting with Ramboll Engineers and Bennett Sandler to discuss grant application to NYSERDA for community geo-thermal heating and cooling system.
5/3/21	Send information on Opportunity Zones and environmental review of the railyards to A. Rubin who has a client interested in railyards.
4/21/21	Meeting with Ramboll Engineers and Bennett Sandler to discuss grant application to NYSERDA for community geo-thermal heating and cooling system.
4/15/21	Sent additional information to the energy group at Corning regarding building a community geo-thermal heat and cooling system as well as providing additional information on the Oneonta Railyards as a possible new campus for Corning.
4/13/21	Meeting with Ramboll Engineers and Bennett Sandler to discuss grant application to NYSERDA for community geo-thermal heating and cooling system.

4/6/21	Scheduled meeting with Ramboll Engineers for meeting next week to discuss a community geo-thermal heating and cooling system for the park.
3/5/21	Danielle Adams of ESD reached out to get status update of their funds and was informed we were trying to get Corning to show interest. She indicated she would check back later this summer.
2/23-4/6/21	John Faso, representing Mesa Solutions would like to bring in natural gas (CNG or LNG) to the railyards by rail.
2/17/21	Mr. Morse indicated he would talk with Dawn Burlew of Corning.
2/12/21	Met with Mayor Herzig regarding new campus for Corning.
2/10/21	Sent Mr. Morse a presentation regarding building at the Oneonta Railyards and its benefits to companies.
2/9/21	Had discussion with Mr. Morse about new campus.
2/5/21	Reached out to Mike Morse of ESD re: new Corning Campus.
1/26/21	Responded to NYS ESD regarding the status of the railyard redevelopment.
1/13/21	Met with representative of hemp stalk processing company.
1/8/21	A representative of a hemp stalk processing and manufacturing facility contacted us. They have been looking to expand in about 5 locations one being in the Buffalo area but after having a discussion with here they thought being in the Rail Yard was intriguing to them. They would be in the beginning look at building approximately 45,000 square feet roughly 25 employees
1/7/21	Had discussion again with Dawn Burlew of Corning about the possibility of having them purchase the railyards for a new building since it is in an opportunity zone. This could be the site of a new Corning Campus.
12/31/20	Meeting with City Councilman Scott Harrington re: Oneonta Railyards
12/16/20	Meeting with Bennett Sandler and Ramboll Engineers
12/14/20	Reached out to Melany Putnam of NYSEG re: community geo-thermal system
12/14/20	Contacted by Joseph Russo of NYSE&G re: potential marketing grant funds
12/8/20	Bennett arranges meeting with Ramboll Engineers who are per-certified to work on feasibility studies for NYSERDA
12/7/20	Sent Bennett revised site plan for railyards
12/3/20	Discussed with Bennett Sandler the idea of a community geo-thermal heating and cooling system
11/18/20	Scott Harrington, City of Oneonta 6th Ward Councilman, has contacted us and asked that he could serve on a committee recommending types of businesses to attract to the Railyard Business Park. We asked Scott to chair the committee which is to be formed.

11/17/20	Site included in Opportunity Zone Available Property Listings.
11/12/20	Peter Fontana of Norfolk Southern (their Industrial Development Manager) also contacted us and felt it was time to reconnect on this and any other efforts that Norfolk Southern can be of assistance.
9/29/20	Documentation submitted to ESD regarding payment to Elan3 for MWBE work. ESD's MWBE Unit has approved documentation and signed off on the entire \$180,000 in grant funds.
8/28/20	Received final deliverables from the MRB Group.
8/27/20	<p>Additions to the Railyard Master Plan summary email from below:</p> <p>Sewer Line: After considerable digging around and calling, MRB was able to speak several times with the DPW and sewer department administrative personnel (Maryann and indirectly with Jeremy). MRB have been assured that the sewer line show on the map as coming in from the eastern boundary of the business park is publicly owned and maintained.</p> <p>Existing Structures: Elan's response on this is, "Perhaps the standing chimney could be left as an iconic feature but most likely would be removed to accommodate new facility foot-prints. MRB would apply a concept level budgeting cost for hazardous material testing and demolition at \$40,000. MRB suggests next step would be hazardous materials testing, demolition permit, and demolition documents for bidding the removal work."</p>
8/20/20	<p>Response to our Questions:</p> <ul style="list-style-type: none"> • Water and Sewer Lines – see the attached draft layout plan that shows the locations of the water and sewer lines. <ul style="list-style-type: none"> o As a follow up, you asked us to verify whether the sewer lines shown on the map coming from the eastern edge are private or public lines. I am asking Elan to verify this information for you. • Subdivision layout – as we discussed, the subdivision layout lines are simply to show where the lots could logically be subdivided. We would not suggest moving forward with the subdivision until an end user is identified, because the ultimate location and size of the buildings will drive the subdivision. (No sense moving forward now to only have to redo it potentially in the future.) • You asked me about the existing, obsolete structures on the site and whether the demolition and removal of those structures was contemplated in this master plan. Specifically, you mentioned that there was a 200ft smokestack, a few dilapidated buildings and concrete debris, and that the presence of these materials inhibits the upkeep of the site (can't get someone to brush hog the site with debris that could destroy the machines). <ul style="list-style-type: none"> o Asking Elan to weigh in here as well – what are your thoughts on this aspect of the master plan? If Jody wanted to phase this and just deal with demolition/removal, what do you think that would cost? Any other steps to move this forward?

8/17/20	Sent comments and questions back to the MRB Group regarding water and sewer line locations.
8/13/20	MRB Group sends the Railyards draft subdivision plan documents for our review, consisting of a map showing lots and the zoning analysis.
8/5/20	Mayor Herzig expressed his appreciation for reviewing the presentation.
8/5/20	We received paid invoices from Elan3 needed to request reimbursement from ESD.
7/29/20	Forwarded MRB Presentation to Mayor Herzig for comments.
7/23/20	MRB gives presentation to Otsego Now Board of Directors.
7/22/20	MRB submits draft budget estimates for road, water, sewer. Electric and natural gas extensions.
6/22/20	Zoom meeting with MRB Group, Jody and Meaghan to discuss mapping of utility information.
6/18/20	The MRB Group requested utility information (gas, water, sewer) from us. We supplied them with maps received from one of the city council members who serves on our Environmental Justice Committee.
6/4/20	ESD again responded after careful review and discussing further within their office, they can combine our projects. Regarding the disbursement process for AA609, OCSD can sign off once they receive form OCSD-1 for AA609.
6/2/20	ESD thanked us for providing a formal request for combining project AA609 & AB198. ESD approved the request and have combined projects on the NYSCS and copied our project managers to apprise them of this change.
6/1/20	We requested from ESD that AB198 be merged into project AA609. AB198 was for the traffic study portion of AA609, the Oneonta Railyard feasibility and master plan. I We also attached a signed copy of the contract with the MRB Group for their files.
5/29/20	Zoom meeting with MRB Group, Jody and Meaghan and members of the Environmental Justice Committee
5/22/20	Zoom meeting with MRB Group, Jody and Meaghan
5/15/20	Zoom meeting with MRB Group, Jody and Meaghan
5/11/20	Zoom meeting with MRB Group and Regional Director of EDA regarding additional appropriations EDA received from the stimulus funding.
5/6/20	Zoom meeting with MRB Group and Elan Planning to start discussions on master plan work.
4/9/20	Forwarded signed contract to MRB Group to begin master plan work.
4/3/20	Notified MRB Group by telephone about the Board's decision to award the work to MRB.

3/23/20	Otsego Now Board of Directors approves contract with MRB Group for Master Plan work.
3/6/20	Recommended approval of Master Plan to MRB Group to both Finance and Projects Committee.
2/27/20	Met with Environmental Justice/Smart Growth Committee. They are also reviewing engineering proposals. Finalizing Plans for April cleanup days.
2/24/20	Received two quotes for insurance coverage. We have decided to go with Philadelphia Insurance Company which provides higher limits than Nationwide with a minimum premium of \$300. It will cover approximately 24 people over a two-day period.
2/20/20	We received proposals from Shumaker Engineering and the MBR Group to prepare master plan for Railyard Business Park
2/20/20	Requested insurance quotes for volunteer weekend.
1/28/20	ESD indicated they would consider transferring the 205 MWBE requirement to this grant to satisfy their requirements.
1/27/20	Sent request to MBR Group to also consider for master plan work.
1/24/20	Sent additional information to Shumaker Engineering.
1/17/20	LaBella Associates informs us that the Oneonta Business Park/Railyards was selected as a demonstration site for the Southern Tier 8 Energy Infrastructure Assessment Program.
1/17/20	Meet with Shumaker Engineering in Binghamton to discuss the possibility of hiring firm for master plan and subdivision of property.
1/7/20	The Otsego County IGA Committee recommended that Southern Tier 8 select Otsego Now's proposal submitted to LaBella Associates.
1/27/19	LaBella Associates requested certain documents and maps of both parks. Otsego Now forwarded 8 documents and maps to them.



TABLE ROCK PARK

CEPERLEY AVE.

CHESTNUT ST.

MULTI-USE RECREATIONAL TRAIL WITH
POTENTIAL FOR CITY AND REGIONAL
TRAIL NETWORK CONNECTION

WETLAND BUFFER

AREA FOR RAIL SIDING

ONEONTA RAILYARD MASTER PLAN



- SITE INFO**
- BOUNDARY LINE
 - DEC WETLAND
 - 100' DEC WETLAND BUFFER
 - NY'S DEC STREAM
 - S.W.B. STORMWATER BASIN

LAND USE

TOTAL BUIDABLE LAND: 37.15 ACRES
TOTAL SITE: 78.79 ACRES

PROPOSED COMMERCIAL BUILDING SIZE

- A - 50,000 SQ. FT.
- B - 42,000 SQ. FT.
- C - 30,000 SQ. FT.
- D - 30,000 SQ. FT.
- E - 25,000 SQ. FT.

177,000 SQ. FT. TOTAL

VEHICLE PARKING

- P1= 180
- P2= 143
- P3= 143
- P4= 76

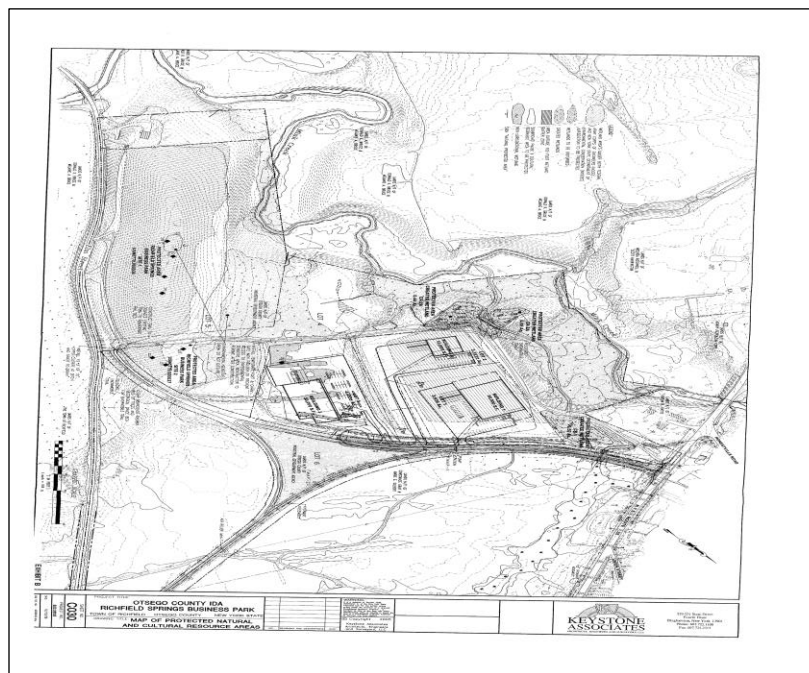
603 TOTAL VEHICLE PARKING



Project Overview

Project Title	Richfield Spring Eco-Business Park
Project Description	<p>Development of Richfield Spring Eco-Business Park to accommodate Crystal Mountain Properties will develop a 22-acre business Park in Richfield Springs Otsego County with 85,000 square feet of manufacturing space in two separate buildings to house Ruby Lake Glass and Andela Products business expansions.</p> <p><i>2022 Phase: Site Development</i> The project will consist of site preparation and extension of necessary utilities to the Park, including site clearing and earthwork, construction of an access road, installation of a wastewater collection system, and extension of water service, a gas main, and electrical service.</p>
Key Objectives	<ul style="list-style-type: none"> • Prepare Site for Sale or Lease • Provide for at least 3 new businesses to relocate or expand into the Richfield Springs Business Park
Target Completion Date	August 30, 2022
Estimated Total Investment	\$2,400,000
Owner	Jody Zakrevsky
Stakeholders	Andela Products/Ruby Lakes Glass, NYS ESD
Status	Active
Project Flags/Concerns	<p>Concerns of bid prices due to covid-19 and inflation</p> <p>Concerns over NYSE&G getting public service commission approval.</p>

Insert any land maps as appropriate relating to the project here.



IDA Objective ROI

Employment Impact	15 new jobs
IDA Revenue (One-Time)	\$250,000 (sale of site) To Be Determine by Appraisal
IDA Revenue (Recurring)	\$ To Be Determined – vacant sites could be leased to companies
Business Relationship Impact	Low Enhancing relationship with Ruby Lakes Glass/Andela Products
Community Engagement Impact	Low Village and town communication through project process.

Partnerships

Project Partnerships	Brett Steinberg, Project Engineer, EDA Michael N'Dolo, MRB Group Alyson Slack, MRB Group Cynthia Andela, Andela Products Jonathan Gross, Ruby Lake Glass Ken Ellsworth, Keystone Associates Mark Parker, Keystone Associates Richfield Springs Town Board Richfield Springs Village Board
Post Project Partnerships	IDA, the Village, the Town and Andela Products and Ruby Lake Glass

Grant Management

Grant ID	93220 (ESD) 01-01-14979 (EDA)
Grant Amount	\$325,000 – NYS ESD \$1.2 million – federal EDA
Source Agency	NYS Empire State Development and federal EDA
Details	Grant funds are for sewer and water infrastructure
Requirements	Grant Funds can only account for 70% of total project costs.
Expiration Date	December 9, 2021

Budget and Funding

Project Expenses	Target Amount	YTD Actual	Grant Funding Amount	YTD Actual
Administrative and Legal Expenses	\$59,000		\$325,000 - ESD* \$1,200,000 – EDA**	
Architectural and Engineering Fees	\$18,000			
Construction Supervision and Grants Management	\$100,000		\$875,000 – IDA***	
Construction	\$1,910,000			
Contingencies	\$313,000			
TOTALS	\$2,400,000		\$2,400,000	

*Approved

**Approved

***IDA will need to borrow \$600,000.

Does not account for any sale of property.

Project Milestones

Project Milestones	Target Start	Target End	Status	Actual Start	Actual End
Response to ESD Request for MWBE	1/17/20	1/21/20	Completed		1/21/20
EDA Application Submission	1/15/20	4/1/20	Completed	1/15/20	4/21/20
EDA Approval	8/1/20	8/1/20	\$1.2 Million Grant Approved	08/28/20	02/28/23
Water and Sewer District Creation	10/14/20	3/15/21	Started	10/14/20	
Submission of Grant Administration Plan	10/6/20	10/28/20	Started	10/6/20	10/23/20
Completion of Final Design	10/14/20	2/15/21	Completed		
RFP for Construction Management	5/15/2022	6/30/2022	On Track		

Project Milestones	Target Date	Target End	Status	Actual Date	Actual End
RFP for Grant Management	2/15/21	2/15/21	Hired Barton&Logi.	11/24/21	
Completion of Water and Sewer District	5/30/2022		Joe Scott working on this.		
Preparation of Bidding Documents	6/3/21	7/15/21		2/15/22	
County Loan	6/2/21	12/15/22			
All Permits Approved	2/15/21	4/15/21			
Bid Construction	6/30/2022				
Construction Contract Award	7/15/2022				
Pre-Construction Conference	8/15/2022				
Construction	8/16/2022				

Activity Log

5/6/22	Baron & Loguidice responded to my request to check with Keystone Engineers and see if their bidding documents included the gas main. They will get back to me.
4/26/22	EDA Federal Financial Report Completed and Filed with EDA.
4/18/22	Cyndy Andela responded to my request for NY:SEG numbers and indicated she is reaching out to her Energy providers (Harbor Point and NYSEG) to see if she can get some assistance in putting together the information in the format that NLYSEG wants.
4/15/22	EDA Quarterly Report Completed and Filed with EDA.
4/6/2022	EDA reminder that quarterly reports are due at end of May.
4/5/2022	Asked NYSE&G if they are working with NYS PSC.
3/10/2022	Barton & Loguidice ready to bid out project.
3/2/22	Mark Parker of Keystone Associates reached out to Barton & Loguidice to inform them that final designs are complete and are ready to be bid out.

3/1/22	Barton & Loguidice confirmed they talked with EDA and the construction contracts must be with the IDA.
3/1/22	Cyndy Andela provided us with current and projected electric and natural gas usage loads. These were then provided to NYSEG and Barton & Loguidice.
2/28/22	Joe Scott reached out to see if we wanted to have the Town enter into the construction contract. I told him I didn't think we could given that the grant was awarded to the IDA.
2/17/22	Barton & Loguidice reached out to see if we had received estimates from Andela Products yet.
2/16/22	Kurt Schulte reached out to the Village and Town attorneys to inform them that Joe Scott will be working with them on the water and sewer agreements.
2/15/22	Again, reached out to Cyndy Andela regarding gas and electrics usage.
2/2/22	Richfield Town Attorney reached out to Kurt Schulte with draft water and sewer agreements.
2/1/22	Requested from Cyndy Andela new estimates for loads for both electric and natural gas.
1/31/22	Submitted formal request to NYSEG for lateral hookup.
1/31/22	Mary Putnam of NYSEG requested Art Klingler of NYSEG to work with the engineering department to create new estimates to provide to Otsego Now.
1/27/22	Daniel reached out to me to get our NYSEG contacts so they can follow up on the gas lateral installation.
1/27/22	EDA signed off on our quarterly report.
1/26/22	Daniel E. Theobald, of Barton & Loguidice, reached out to Keystone to arrange for construction and bidding documents and schedules.
1/26/22	Daniel completed 5 th quarterly report for my review, and after a few revisions it was forward to EDA.
1/26/22	Based on the revised projected time schedule, we notified NYS ESD about the proposed delay in finishing the project until 2023.
1/24/22	NYS ESD called to review timeline of project since they are still working with Andela Products and ESD wants to coordinate the timelines.
1/21/22	Met with K. Shulte about the water and sewer districts and how they would be funded.
1/14/22	Ruby Lake Glass is now moving out of the Utica facility since it was sold. All their equipment is in storage and they're trying to figure out plans for getting it set up again in another location for glass processing in the spring. They continue talks with Integrated Recycling Technologies (from MN). IRT went to FL first, since Andela didn't have a location and they had

	a site and waste glass there. They are still planning on putting a plant in upstate NY, and Andela continues working with them on that plan.
12/9/21	Town Board passes resolution directing town attorney to complete water and sewer agreements.
12/6/21	Forwarded contract information to Barton&Loguidice for attorneys being used, EDA contacts and Keystone Associates.
11/26/21	Request from Barton&Loguidice for additional documents
11/24/21	Signed contracts with Barton&Loguidice
11/22/21	Received cost for additional work requested of Barton&Loguidice
11/9/21	Received required forms by Keystone to submit to EDA
10/29/21	Submitted Quarterly Progress and Budget Report to EDA
10/15/21	Spoke with Allyson Nowak and submitted formal request for contract.
10/14/21	Reviewed RFPs with Project Committee
10/13/21	Asked Allyson Nowak of ESD where our ESD contact is – no response.
10/8/21	Mark Parker from Keystone called to apologize for the delays. He indicated that our project was a priority to finish up but they have been shut down due to a covid outbreak in their office. He indicated that it was now on the top of their list.
10/5/21	Asked Keystone for an update – no response.
10/5/21	Asked Allyson Nowak of ESD where our ESD contact is – no response.
10/1/21	Met with Kurt Schulte regarding water and sewer districts.
9/29/21	Spoke with EDA about our request for proposals which were sent to: <ol style="list-style-type: none"> 1. Ramboll Engineers 2. Thoma Development 3. McFarland Johnson Engineers 4. GEMS Grants 5. CT Male Associates 6. Barton and Loguidice 7. JG Grant Consulting LLC <p>Of these, we only received proposals back from CT Male and Barton and Loguidice.</p> <p>He asked for us to get back to him with a recommendation.</p>
9/28/21	Asked Keystone for an update – no response.
9/15/21	Answered various questions from one of the consultants.
8/27/21	Received two proposals to administer the grant.
8/23/21	Advertised for grant administrator.

8/16 -8/20/21	Conducted discussions with various grant administrators regarding the project.
8/13/21	Various emails from Town Supervisor, board members and County Representative regarding water and sewer. It was agreed to forward documents to each attorney and Kurt to finalize agreements.
8/12/21	Reached out to eight consulting firms to see if they had any experience in administering EDA grants.
8/9/21	Cindy Andela indicated she would get the purchase offer to her attorney this week.
8/5/21	Received approval from EDA for RFP
8/4/21	Submitted revised RRP to EDA
8/3/21	Met with Mark Parker of Keystone Associates to discuss EDA requirements for bidding, having them come up with a bidding schedule, ROW's needed, and construction documents status.
8/2/21	Received approval of our quarterly progress report from EDA.
7/29/21	Submitted 3 rd quarterly progress report to EDA.
7/22/21	Forwarded draft water and sewer agreements to Kurt Schulte.
7/16/21	Spoke with EDA about draft RFP and received comments from them on what else to include.
7/8/21	Attended Village and Town Meeting on water and sewer districts.
7/8/21	Submitted draft RFP to EDA
7/6/21	Notified EDA of county loan and discussions regarding Andela Products.
7/2/21	EDA requests next quarterly reports for July 31 st .
6/24/21	Had a discussion with NYSE&G to begin process with Public Service Commission.
6/14/21	<p>EDA wants: 1. SAC#23 Grant Administration Agreement (are you hiring a grant administrator?) 2.SAC#28 A/E Agreement for reimbursement from EDA. 3.SAC#29 Project Inspection</p> <p>For an amendments</p> <ul style="list-style-type: none"> • Reason for the delay (an explanation of the Recipient's inability to complete or start work by the specified date in the grant award documents) • The amount of time needed to bring the project back into compliance (i.e. when you expect to start construction by, when you expect to be complete by if the end date is affected, etc.) • A statement demonstrating that the bona-fide need for the project still exists. The bona-fide need is what brought the project to EDA. If the need no longer exists then continuation of the project is no longer necessary.

	<ul style="list-style-type: none"> A statement that no further delay is anticipated and that you will start and complete the project within the revised time schedule.
6/11/21	Sent final contract documents to EDA
6/3/21	CEO signed contract with Keystone Engineering in the amount (not to exceed) \$23,025 for construction and bidding documents.
6/3/21	June 17th will be the first meeting of the "Water-Sewer District Committee". A meeting will be held every week until the Town and Village get the documents in a condition that they can all support and then start the process to create the district.
6/2/21	The Otsego County Board of Representatives approved a interest free \$600,000 loan to the IDA to be repaid by 12/15/22.
5/20/21	The Otsego County Administrative Committee recommended a loan to the County IDA in the amount of \$600,000 (interest free) for a one-year period.
5/11/21	Cindy Andela called to say the building she leases in Utica has just sold and the closing will be in four months. She needs to find a place asap to move Ruby Lakes Glass. She also indicated that she does not have the required cash match for the SBA 504 loan. She is willing to sign a purchase offer on the property with the condition that the park infrastructure is built and an appraisal in done to confirm the purchase price.
5/11/21	Attended the Otsego County IGA Committee meeting to discuss borrowing \$600,000 from the County's Cares Act Funding. Allen Ruffles indicated that they have received over \$20 million in requests and all of those requests should be reviewed by the County and priorities voted on. He also indicated that he didn't think building a new industrial park would qualify under the Cares Act. After much discussion, the IGA unanimously recommended approving a \$600,000 one year, interest free, loan to the IDA taking funding from the County's fund balance. It will go to the full board for approval on June 2 nd .
5/10/21	Allyson Nowak of ESD called to indicate they could not increase the grant amount.
5/6/21	Cindy Andela gave a summary update of where she is with her bank. Still looking at giving a SBA 504 loan.
5/5/21	Allen replied that the proposal looked good to him and needed to take it to the IGA Committee.
5/3/21	Sent Allen Ruffles a proposal and justification to borrow \$600,000 from County.
4/27/21	EDA responded that they have no reason to object to the consideration of a time extension in the future once a more definitive timeline is known but at this time, they would much prefer that we advance the project to avoid further delay. They recognize that we must fund the remaining design work and they would certainly work with you on an extension in the future once plans and specs are complete and ready for advertisement. They indicated it is too soon to submit a time extension request, but please do contact them when our timeline is more certain,

	and we can discuss the next steps. Any funds that we will not be able to utilize toward design due to the circumstances can be shifted around in the budget and either moved to construction or the other budget line items if additional funds are needed in those categories. They asked we please continue to advance the grant expeditiously to avoid further delay. Once we have our matching share issues resolved please keep them apprised of the outcome.
4/27/21	Met with the Mayor and the Village Board and three town board members in Richfield Springs to discuss water and sewer districts and status of project.
4/26/21	Senator Oberacker reached out to the Utica Office of ESD.
4/26/21	Sent to EDA quarterly report on Richfield Springs Business Park.
4/26/21	Cynthia Andela called to say she was meeting with her bankers the following day.
4/26/21	Keystone Associates sent a proposal to complete construction and bidding documents for the project. The fee is \$23,025.
4/22/21	Met with Senator Oberacker about trying to get NYS ESD to increase our grant by \$155,000.
4/19/21	Spoke with Allen Ruffles about the possibility of receiving a \$600,000 interest free loan from the County.
4/15/21	Spoke with Madison Wellman (Congressman Delgado's office) about getting a time extension with the EDA.
4/2/21	Spoke with Ms. Andela. She indicated her bank was interested in participating if they could get a SBA 504 loan.
3/26/21	Offer Andela Products two of the lots for \$ 363,100.
3/19/21	Cynthia replied that Otsego Now should reach out to Congressman Delgado for more funding and that Senator Schumer indicated there was funding under the recovery act.
3/17/21	Made an offer to Cynthia to split the cost of the water and sewer improvements costing each of us \$600,000.
3/8/21	Had discussions with Town Councilman Frigault.
3/5/21	Had telephone conversation with Nick Palevsky, Town Supervisor, and Jim Hughes from Handcock and Estabrook (town attorney).
3/5/21	Had further discussions with Cynthia Andela.
2/19/21	Cynthia Andela updated that she is having her accounts get materials to banks.
2/18/21	Sent final drafts of water and sewer agreements to Larry Frigault to send to Village and Town Board members.
2/15/21	Attend Town of Richfield Board Meeting to discuss process for water and sewer districts.

1/29/21	Submitted Quarterly Progress Report No. 1 to EDA outlining lack of match for grant at this time.
1/28/21	Larry Frigault summarized his discussions with the Mayor about rates and suggest that Ken call the Mayor to discuss as well.
1/28/21	Cynthia called to let us know that she spoke with her accountant who is putting financials together to go to Key Bank as well as the Adirondacks Bank. She has also started the process of getting construction estimates for a 50,000 square foot building.
1/25/21	Meaghan and I met with Cynthia in our office to discuss the immediate need for her to secure financing for the building and matching funds for the EDA grant.
1/23/21	Ken is to get back to us on bid documents and provide a list of easements needed.
1/21/21	Cynthia got back that the estimates for her water consumption were very much over estimated and she could live with the outside user rates as proposed by the Village. I informed Ken that Cynthia was ok with the rates and to finish his report.
1/21/21	Reached out to Larry Frigault, Town Councilman, who will speak to the Village about their rates. He indicated that the Village set the higher rates for large water users in a effort to promote conservation.
1/21/21	Contacted Keystone about cost to prepare bidding documents and whether any easements are needed.
1/15/21	Forwarded copies of Ken report on proposed water and sewer rates to Cynthia Andela to see if she could afford these costs.
1/14/21	Conference call with Ken Ellsworth from Keystone Associates discussing the major increase in cost for the sale of water to outside village users. Ken forward us the sections of his report detailing the charges.
1/13/21	Discussed with Joe Scott the calculations for bond repayments
1/7/21	Received Incentive Proposal from NYS ESD for the \$325,000 grant.
1/4/21	`Barton&Loguidice reaches out to EDA regarding bidding requirements.
1/4/21	Forwarded to K. Schulte Certificate as to Project Site, ROW, and Easements.
12/29/20	Again, asked Andela if there was any movement...not much
12/29/20	Received revised table from Joe of payments for bond issuance
12/11/20	Received from Joe a table of payments for bond issuance
11/26/20	<p>Raised the following question with Cindy Andela:</p> <ul style="list-style-type: none"> • Have you hired anyone to design the building yet? Do you have revised cost estimates? No – we haven't started any design work yet – so I haven't gotten any revised estimates, but I will be starting on this soon.

	<ul style="list-style-type: none"> • Have you updated your financials and had any meetings with banks about financing you building expansion? We're having a good year with both businesses, so I'm working with my accountants to get all the year-end planning done and years end financial and taxes in 2021 done as fast as possible too, so I have this for the banks. But I will set up some meetings now too to start getting feedback from the banks on what they need and want from us. • Any movement with your Dutch firm about becoming involved with financing? Yes – our Dutch partners are interested in backing the building for RLG. We should be finishing up our JV agreement by the end of Nov. and then the 2021 plans will be next. I think they will be planning to provide the financial backing as needed, depending on what the banks want.
11/23/20	Again, ask Joe Scott about bond issuance.
11/16/20	Received from Keystone Associates engineering reports for water and sewer for Richfield Springs as well as the draft intermunicipal agreements.
11/16/20	Sent Joe Scott proposed park layout and both engineers and NYSEG cost estimates for construction
11/13/20	Requested calculations from Joe Scott on bond issuance costs.
11/9/20	EDA Approves Grant Administration Plan as submitted.
11/8/20	Several correspondences with Town of Richfield Supervisor, Nick Palevsky, regarding the creation of a water and sewer district and memorandum of agreement between the town and village.
11/5/20	Conference call with EDA, our office and Keystone Associates. EDA sends: agenda, memo, sign-in sheet (to be returned at conclusion of call), Specific Award Conditions, CD-450 for reference and part 1 of the electronic EDA Construction Disc Files. Part 2 will be sent in a separate e-mail due to size. Both part 1 and part 2 should be unzipped and the contents transferred to a common folder (recommended name "EDA Construction Disc 2019") for your use on the grant.
10/26/20	<p>The following questions were posed to C. Andela:</p> <ul style="list-style-type: none"> • Have you hired anyone to design the building yet? Do you have revised cost estimates? No – we haven't started any design work yet – so I haven't gotten any revised estimates, but I will be starting on this soon.. • Have you updated your financials and had any meetings with banks about financing you building expansion? We're having a good year with both businesses, so I'm working with my accountants to get all the year-end planning done and years end financial and taxes in 2021 done as fast as possible too, so I have this for the banks. But I will set up some meetings now too to start getting feedback from the banks on what they need and want from us. <p>Any movement with your Dutch firm about becoming involved with financing? Yes – our Dutch partners are interested in backing the building for RLG. We should be finishing up our JV agreement by the end of Nov. and then the 2021 plans will be</p>

	next. I think they will be planning to provide the financial backing as needed, depending on what the banks want
10/23/20	Send draft Grant Administration Plan to EDA.
10/14/20	Meeting with C. Andela, Keystone Associate and village and town officials in Richfield Springs.
9/3/20	Sent examples of municipal service agreements for water and sewer extensions to Keystone Associates.
8/28/20	EDA announces a \$1.2 million grant award to the IDA.
8/27/20	Andela Products mails check to IDA for \$2,000.
8/5/20	EDA acknowledges receipt of information.
8/5/20	Oneonta Town Supervisor forwards intermunicipal agreements with the City regarding water and sewer districts.
8/4/20	Public Comment Period ends – no comments received.
7/30/20	Meeting with Andela Products and Keystone Associates to begin work on water and sewer district creation.
7/23/20	IDA Board approved revised resolution clarifying bond issuance amount.
7/16/20	Reached out to the town supervisor regarding getting examples of water and sewer districts.
7/13/20	Regional Director from EDA submitted questions from their attorneys to us.
7/13/20	Proof of Publication submitted to EDA for public comment period published on July 1, 2 and 3.
7/2/20	Planning Director Karen Sullivan is recommending extending our contract with Keystone Associates until April 2021 (CDBG Funds).
6/29/20	We forwarded the SEQR review record done by the Town of Richfield to EDA.
6/25/20	Detailed numbers of the breakdown of fees (bond counsel, grant administration, etc.) we supplied to EDA
6/25/20	EDA requested State Environmental Review (SEQR) Records for the project. We reached out to Keystone Associates.
6/24/20	EDA engineer Brett Steinberg requested a conference call regarding our budget numbers.
6/23/20	EDA requested we publish a notice about our intent to receive funding from EDA for public comment period.
6/23/20	EDA also requested a breakdown of our bond counsel fees, grant administration fees, and construction management fees which was responded to.

6/11/20	The U.S. Economic Development Administration (EDA) informed the Otsego County IDA that our application for investment assistance to support the Richfield Springs Eco-Industrial Business Park has been selected through EDA's competitive application review process for further consideration for funding.
5/29/20	Spoke with Cynthia Andela. She has had several zoom meetings with Dutch company about a joint venture.
5/26/20	Ryan LeoGrande of ESD requested an update on the progress of their grant. Informed him we had not yet received from the State an incentive offer which should have been mailed to us in January. Also advised him of our EDA grant submission.
4/30/20	At EDA's request, forwarded two FEMA maps showing project area.
4/30/20	NYS Historic Preservation office provides updated review letter.
4/28/20	EDA requests updated NYS Historic Preservation letter. Staff contacted the Historic Preservation Office.
4/26/20	Received back completed beneficiary forms and forwarded them to EDA
4/21/20	Full EDA application submitted. EDA confirms receipt of application.
4/21/20	EDA requests most recent audit for IDA which was forwarded to them.
4/21/20	EDA requests that Andela and Ruby Lake complete beneficiary forms which were filled out and forwarded to the companies.
4/17/20	Received feedback from Ed Hummel and changes made.
4/16/20	Received opinion letter from Hodgson Russ regarding IDA's bonding authority for project.
4/16/20	MRB forwards completed application to Edward Hummel, regional director of EDA.
4/3/20	Reviewed and signed appendix A of the application and forwarded it to the MRB Group.
3/27/20	Sent minutes of IDA meeting to MRB Group regarding bonding for the project.
3/11/20	Received environmental narrative from Keystone Associates and forwarded it to the MRB Group.
3/10/20	Again, requested Keystone Engineering help on environmental review questions on EDA application.
3/10/20	Again, requested again Bond Counsel Letter from Joe Scott
3/10/20	Requested a meeting with Keystone Engineering and Town and village officials regarding forming water and sewer districts.
2/18/20	Requested Keystone Engineering help on environmental review questions on EDA application.
2/18/20	Requested again Bond Counsel Letter from Joe Scott

2/10/20	Received commitments letters from Andela Products and Ruby Lake Glass.
2/4/20	MRB Group reminded Andela Products it needs commitment letters.
1/27/20	Comments received back from MVEDD
1/23/20	Draft application forwarded to Mohawk Valley Economic Development District for review.
1/15/20	Draft EDA application forwarded to Otsego Now
12/26/19	Confirmed meeting for 1/8/20 with Andela Products and the MRB Group to be held in Richfield Springs.
12/19/19	<p>The MRB Group sent the following:</p> <ul style="list-style-type: none"> • A word document that bond counsel can turn into an opinion/letter to be attached to the grant. • The draft resolution for your January board meeting • Company letter template • The revised content (narrative) for the EDA-900-GA form
7/721	Various correspondence between EDA and our office.

CEO's Report May 9, 2022

<u>Date</u>	<u>Place</u>	<u>Meeting</u>
April 13, 2022.	Fulton	Brownfield Developers' Summit
April 14, 2022.	Oneonta	Audit & Finance and Projects Committee Meetings
April 19, 2022.	Oneonta	Oneonta Railyards/NYSERDA Kickoff Meeting
April 20, 2022.	Hartwick	Hickey Golf Course Public Hearing
April 22, 2022.	Oneonta	Meeting with Custom Electronics
April 22, 2022.	Oneonta	Meeting with owner of 270 River Street re: flooding
April 26, 2022.	Oneonta	ST8 Brownfield Collaboration Meeting
April 28, 2022.	Oneonta	Comprehensive Economic Development Collaboration Meeting
April 29, 2022.	East Worcester	Meeting with ASATI
April 29, 2022.	Oneonta	Meeting with Senator Schumer
May 9, 2022.	Oneonta	Meeting with Ed May
May 10, 2022.	Oneonta	Regional Broadband Collaboration
May 11, 2022.	Oneonta	Meeting with Alan Zimmerman, NYS Comptroller's Office

Correspondence

- none.

Financial Updates

- see year to date 2022 budget.

Oneonta Railyards Industrial Park

- see Project Charter.

Richfield Springs Industrial Park

- see Project Charter.

Custom Electronics

- Toured new facility Custom Electronics purchased in Otego.

County Micro-Enterprise Grant Program

- Project ready to be closed out.

Corning

- Have been told by Senator Schumer's staff that the project is still moving forward.

Center for Innovation

- Senator Schumer met with various county and city officials at Otsego Now's Office to publicly state his support for our Acceleration/Innovation Center.
- Final draft copies of the application to USDA Rural Development are attached.

Systematic Power Systems (Ioxus)

- The CDBG application for Ioxus was completed and sent to NYS Division of Housing and Community Renewal. Total project cost is around \$2.2 million asking for a CDBG grant of \$750,000 for equipment purchases and supplies and materials. 21 of the existing jobs in manufacturing would be retained and 30 new jobs would be created.

Springbrook

- The Community Preservation Corporation has issued a commitment to assist with the financing for construction. The total estimated budget is now \$8,880 million.

New York State Energy Research and Development Agency

Barton & Loguidice

- Barton & Loguidice have submitted a proposal to perform grant writing services on an as needed basis and are recommending Otsego Now allocate \$25,000 for this task.

ZAED Properties

- Waiting for discussion with legal counsel.

PARIS Reporting

- Several revisions were made to the PARIS Reporting based on discussions with the NYS Office of State Comptroller's office.
- Additions were made to the Otsego Now's web page based on discussions with the NYS Authority Budget Office.

Foothills Performing Arts Center

- Have received copies of their last three years of audits, current bank statements and most recent filings with the IRS.

Robert Hickey: Cooperstown Experience

- At the request of Mr. Hickey, the public hearing was held off. An Article 78 proceeding is being held against the Hartwick Planning Board over a procedural issue.

Solar Energy Projects

Nexamp

- In speaking with John Hamor of Four Corner's Energy, the consultant hired by Hartwick College, Nexamp is getting back to us in the near future regarding a Pilot Agreement.

Green Street Power Partners

- Green Street Power Partners has leased property at 183 Nielsen Road in the Town of Cherry Valley and intends to construct a solar energy system of approximately 5 Megawatts AC. Chairman Bliss has sent them a letter asking that they contact the County of Otsego IDA to enter into a PILOT Agreement with them.

Borrego Solar

Borrego Solar, through its Worcester Solar 2, LLC affiliate, plans to construct a solar project within the town located at 118 Up County Road. No details have been given as to the size of the facility. Chairman Bliss is also sending them a letter asking that they contact the County of Otsego IDA to enter into a PILOT Agreement with them.

270 River Street

- The owners of 270 River Street called our office to complain about their back yard flooding. They claim that a drain from their property to the Oneonta Railyards Property has plugged and are requesting with hire someone to unplug the pipe. We have reached out to the City Administrator who is having their public works supervisor look into the situation.

Consolidated Funding Applications

- The Consolidated Funding Application Process is now open. We are working on one to support the Acceleration/Innovation Center. In addition, we are hosting an informational meeting about the process this Friday:

May 13th 2022 11am hosted virtually by Otsego NOW

<https://meet.goto.com/31517597> Access Code: 315-175-973 United States: +1 (571) 317-3122

Enviro Energy

- We have been approached by Gary J Grayson, attorney for Enviro Energy, who may have a buyer for their property. We have given them to total principal balance as well as the cost to discharge the mortgage which totals \$46,003.75. We would waive the interest and penalties due.

ESD Grant for Oneonta Railyards

M. Marino is preparing the final documentation needed to get reimbursement of the \$150,000 from ESD.

United States Department of Agriculture Rural Development

Rural Innovation Stronger Economy Grant Program

The Rural Innovation Stronger Economy (RISE) grant application template – on the following pages – provides a cover page, table of contents and a framework of divider pages to organize the grant application for submission to USDA Rural Development. Each divider page will list the documents to be filed directly behind it. Please tab the divider pages as indicated in your application. The Lead Applicant entity in an eligible jobs accelerator partnership is the named RISE program applicant.

The original application must be received in Grants.gov by 11:59pm Eastern time **on April 19, 2022** to compete for Fiscal Year 2022 Funding. For RISE program information, please visit the following website:

<https://www.rd.usda.gov/programs-services/rural-innovation-stronger-economy-rise-grants>

All applicants must have a Dun and Bradstreet Data Universal Numbering System (DUNS) number, which can be obtained at no cost via a toll free request line at 1-866-705-5711 or at <http://fedgov.dnb.com/webform> . Your DUNS number should be identified in the “Organizational DUNS” field on Standard Form (SF) 424, “Application for Federal Assistance.”

All applicants must also register their DUNS number through the System for Award Management (SAM) process and obtain a Commercial and Government Entity (CAGE) code. Go to www.sam.gov to register your DUNS number. You must provide your SAM Commercial and Government Entity (CAGE) Code and expiration date under the applicant eligibility discussion in your proposal narrative. If you do not include the CAGE code and expiration date and the DUNS number in your application, it will not be considered for funding.

YOU ARE STRONGLY ENCOURAGED TO REVIEW THE RISE REGULATION (RD INSTRUCTION 4284, SUBPART L) PRIOR TO SUBMITTING AN APPLICATION TO ENSURE AN UNDERSTANDING OF THE PROGRAM ELIGIBILITY, MATCHING FUNDS, APPLICATION, AND USE OF FUNDS REQUIREMENTS.

This template does not replace the 4284-L Regulation.

USDA-Rural Development

Rural Innovation Stronger Economy Grant Program Grant Application Template

1. Title of Project: Otsego County Acceleration Center

Submitted by

Applicant Name: County of Otsego Industrial Development Agency
Address: 189 Main Street, Suite 500
City: Oneonta
County: Otsego
State: NY
Zip code: 13820
Phone #: 607-267-4010
E-mail: jzakrevsky@otsegonow.com
Fax: 607-441-3188

Applicants may only submit one RISE application per Fiscal Year (FY).
The maximum aggregate amount awarded to an applicant cannot exceed
\$2,000,000 in a Fiscal Year

\$ 1,300,000 Grant Request

Grant Writer Name: Jody Zakrevsky
Phone # 607-441-3188

E-mail: jzakrevsky@otsegonow.com

Date Submitted to Grants.gov 4/19/2022

Rural Innovation Stronger Economy Grant Application

2. Table of Contents

Applicant Name County of Otsego Industrial Development Agency

Application and Submission Information - Applicants must submit their application to Grants.gov that will be transmitted to the Rural Development National Office. Applicants must submit complete applications, consisting of the following elements as found in regulation 4284-L and noted in the annual Federal Register Notice, in order to be considered for funding.

	Rural Innovation Stronger Economy Grant Application Components	Tab
1	Title Page	
2	Table of Contents	
3	Survey on Ensuring Equal Opportunity for Applicants (Nonprofits only) (Optional)	
4	Clarifications on Proposal Elements – Concept Paper. This section is limited to 10 pages in length using a minimum 11-point font and must include the information in Items I. through IV. as described in the Tab A Divider Page below. A Concept Paper may be submitted up to 60 days prior to the application deadline published in the Federal Register. A Concept Paper is not required and is not an application for funding, though all elements of the Concept Paper are to be included in a complete application.	A
5	Project specific forms A. SF 424 – Application – the Federal Catalog number is 10.868 – requires a DUNS number B. SF 424 A – Budget	B

	<p>C. SF 424 B – Assurances D. SF 424 C – Construction (if applicable) E. Identify the ethnicity, race, and gender of lead applicant. (Optional) F. Certification that lead applicant is a legal entity in good standing G. Statement of any known relationships between lead applicant and Agency employees</p> <p>PLEASE NOTE, THE PROJECT BUDGET MUST SHOW A MINIMUM OF 20% IN MATCHING FUNDS FOR EACH RISE ACTIVITY AND MAY NOT INCLUDE ADMINISTRATIVE COSTS IN EXCESS OF 10 PERCENT OF THE GRANT AMOUNT. THE PROJECT BUDGET MUST NOT INCLUDE RISE GRANT FUNDS UTILIZED AS A PASS THROUGH TO A MEMBER OF THE PARTNERSHIP IN THE FORM OF LEASE PAYMENTS OR OTHER ACTIVITIES WITH A CONFLICT OF INTEREST OR APPEARANCE THEREOF.</p>	
6	Readiness Demonstration	C
	<p>Description of readiness of all partners of the rural jobs accelerator partnership to contribute to the project including their ability to coordinate activities, finances, and outcomes of the project.</p> <p>Evidence of a formal agreement among partners of the rural jobs accelerator partnership for delivery of the RISE program. PLEASE NOTE, LETTERS OF RECOMMENDATION OR SUPPORT ARE NOT A FORMAL AGREEMENT. THE DOCUMENT SHOULD BRING ALL PARTNERS TOGETHER AND INDICATE RESPONSIBILITIES AND AGREEMENTS FOR IMPLEMENTATION OF THE RISE PROJECT.</p> <p>Evidence of demonstrated readiness in administering the RISE grant, if awarded, including demonstration of potential success in establishment of a jobs accelerator project which targets an industry cluster and projects that meet the initiatives of the RISE grant program. The application should indicate when activities related to the expected outcomes will commence.</p> <p>Description of how the project will be marketed in the region and how the rural jobs accelerator partnership will capture any program impacts and success stories.</p> <p>Timeline describing the proposed tasks to be accomplished and the schedule for implementation of each task.</p>	
7	Targeted Initiatives	D
	<p>(Provide documentation on how the RISE project will impact the initiatives below, as applicable. Please provide a brief description on how and when the initiative will be delivered.)</p> <p>Linking rural communities and entrepreneurs to markets, networks, industry clusters, and other regional opportunities to support high wage job creation, new business formation, business expansion, and economic growth</p> <p>Integrating small businesses into a supply chain</p> <p>Creating or expanding commercialization activities for new business formation</p> <p>Identifying and building assets in rural communities that are crucial to supporting regional economies</p> <p>Facilitating the repatriation of high wage jobs to the United States</p> <p>Supporting the deployment of innovative processes, technologies, and products</p> <p>Enhancing the capacity of small businesses in regional industry clusters, including disadvantaged and very small businesses</p> <p>Increasing United States exports and business interaction with international buyers and suppliers</p> <p>Developing the skills and expertise of local workforces, entrepreneurs, and institutional partners to meet the needs of employers and prepare workers for high wage jobs in the identified industry clusters, including the upskilling of incumbent workers</p>	

	Ensuring rural communities, independent of RISE program funds, have the capacity and ability to carry out projects related to housing, community facilities, infrastructure, or community and economic development to support the anticipated regional industry cluster growth	
8	Potential to produce high wage jobs and benefit rural small and disadvantaged businesses.	E
	(Provide documentation on how the RISE project will impact the goals below)	
	Describe how the project will develop the skills and expertise of the local workforce, entrepreneurs and institutional partners to meet the needs of employers and provide high wage jobs in the targeted industry cluster(s), which may also include the upskilling of incumbent workers.	
	Demonstrate how the project will benefit the skills and expertise of small and disadvantaged businesses, as applicable.	
	Demonstrate any participation of higher education, applied research institutions, workforce development entities and community-based organizations that are willing to partner with the project to provide workers with skills relevant to the industry cluster needs of the region. Document the type of processes being used, with an emphasis on the use of on-the-job training, classroom occupational training or incumbent worker training, as applicable.	
	Demonstrate any participation of investment organizations, venture development organizations, venture capital firms, revolving loan funders, angel investment groups, community lenders, community development financial institutions, rural business investment companies, small business companies (as defined in Section 103 of the Small Business Investment Act of 1958 (15 U.S.C. 662)), philanthropic organizations, and other institutions focused on expanding access to capital, that are committed to the success of the job accelerator partnership and willing to potentially invest in projects emerging from the jobs accelerator and business incubator.	
9	Region (PLEASE INDICATE WHICH PARTNERS ARE/WILL BE LOCATED IN THE TARGETED REGION)	F
	Provide the latest Census Bureau information on the targeted region's median household income. If the targeted region contains multiple communities or counties, information on each must be provided.	
	Provide the latest Census Bureau information on the targeted region's educational attainment, specifically the percentage of the population who hold a bachelor's degree.	
	Discuss how any direct career training will be provided to existing residents of the region. Existing residents being those that live in the region at the time of application.	
	Discuss any local support for the RISE project.	
	Discuss the entrepreneurial commitment to the RISE project.	
	Discuss any innovative processes and technologies to be utilized in the targeted industry cluster(s) of the RISE project.	
	Discuss the initial and continuing capital investment in the RISE project.	
	Discuss any demand for regional and global markets of the product and/or service provided by the targeted industry cluster. Describe if the industry is emerging, existing or declining, and the projected impacts of the RISE project to the industry.	
	Discuss if the region consists of any Opportunity Zone(s)	
	Elaborate on the current broadband service within the region and any plans to leverage the current broadband service or enhance broadband service in the region through the RISE project.	
10	Financial Information	G
	Identification of matching funds and other sources of funds for the project. Provide written commitments for matching funds and other sources of funds at the time the application is submitted. PLEASE NOTE, YOU MUST DEMONSTRATE THAT EACH ACTIVITY REQUESTING RISE GRANT DOLLARS IS MATCHED WITH A 20% MATCH OF NON-FEDERAL FUNDS. THIS IS NOT JUST 20% OF TOTAL ELIGIBLE PROJECT COSTS, BUT DEMONSTRATED PER LINE	

ITEM OF EACH RISE ACTIVITY. ADDITIONALLY, PLEASE NOTE THAT THE MATCHING FUNDS REQUIREMENT OF 20% IS NOT FACTORED ON THE GRANT AMOUNT, BUT ON THE TOTAL PROJECT COSTS. PLEASE NOTE THAT THE PROJECT BUDGET MUST NOT INCLUDE ADMINISTRATIVE COSTS IN EXCESS OF 10 PERCENT OF THE GRANT AMOUNT OR THE APPLICATION WILL BE DEEMED INELIGIBLE. THE PROJECT BUDGET ALSO MUST NOT INCLUDE RISE GRANT FUNDS UTILIZED AS A PASS THROUGH TO A MEMBER OF THE PARTNERSHIP IN THE FORM OF LEASE PAYMENTS OR OTHER ACTIVITIES WITH A CONFLICT OF INTEREST OR APPEARANCE THEREOF.

Current financial statements and a narrative description demonstrating financial feasibility and sustainability of the project, all of which demonstrate sufficient resources and expertise to undertake and complete the project and how the project will be sustained following completion.

Civil Rights Information

3. Survey on Ensuring Equal Opportunity for Applicants

The purpose of these questions is to gather race, ethnicity, and gender information about persons who apply and participate in this USDA program. The information provided will not be used when reviewing the application or when determining eligibility to participate in this program. The answers provided are voluntary and are not required to be considered a complete application. The information provided will be used to improve the operation of this program, to help USDA design additional opportunities for program participation, and to monitor enforcement of laws that require equal access to this program for eligible persons. For entities, check all that apply. The information will be kept private to the extent permitted by law.

What is the lead applicant's race? Identify the race of the lead applicant's leadership (check all that apply):

American Indian or Alaska Native

Asian

Black or African American

Native Hawaiian or
Other Pacific Islander

White

What is the lead applicant leadership's gender characteristics? :

Male

Female

What is the lead applicant leadership's ethnicity? :

Hispanic or Latino

Not Hispanic or Latino

Tab A

Divider Page

4. Clarification on Proposal Elements (This section is titled “Concept Paper”, see the Federal Register Notice and 7 CFR 4284.1115(a) for further guidance.) This section in Tab A is limited to 10 pages in length using a minimum 11-point font and must include the information in Items I. through IV. below. All elements of the Concept Paper are to be included in a complete application.

I. Rural jobs accelerator partnership information including the members and structure of the partnership, the date formalized, and the governance or leadership board. The information will identify the lead applicant and each partner’s ties to the region, their roles in the delivery of the RISE program and any history of previous collaboration between partners. The amount and source of anticipated matching funds will also be provided.

Lead applicant: County of Otsego Industrial Development Agency (COIDA)

Partnership date: April 9, 2022.

Governance: The parties to the attached Memorandum of Understanding will each designate a representative to actively participate on the Otsego County Acceleration Center Advisory Board, providing guidance to the Center on its activities. The Otsego County Acceleration Center Director, to be an employee of the County of Otsego Industrial Development Agency, will report to the COIDA Chief Executive Officer, and the implementation of the Accelerator will be overseen by the COIDA Board of Directors.

Amount and source of matching funds: \$325,000 cash match provided by COIDA (20% of total RISE project costs). In-kind contributions from partners, as well as a Center Director salary and certain equipment to be funded by an Appalachian Regional Commission grant, are not presented as part of the RISE budget but will enhance the success of the project.

About the partnership: The Otsego County Acceleration Center is a public-private partnership of organizations that have been planning this effort for over one year. This partnership brings together local non-profit economic development organizations, higher education institutions, and established private sector companies. They share a common interest in catalyzing the growth of the region’s burgeoning advanced electronics industry cluster by locally supporting the success of promising technologies and entrepreneurs. Two partners are co-located and have substantial history of collaboration in supporting business creation and scale-up in Otsego County.

Together, the partners have the critical competencies needed to help entrepreneurs bring their innovations to market. A key differentiator for the Otsego County Acceleration Center is the involvement of leading advanced electronics R&D and manufacturing companies that are committed to Otsego County and have a strong track record of investing in early stage companies with relevant new innovations. The Center will further scale this virtuous growth cycle, resulting in the creation and retention of high-wage jobs in Otsego County’s distressed rural communities.

Partners and roles: In addition to the individual roles outlined below, all parties to this agreement will contribute to marketing the initiative to sources of potential start-up participants (higher education institutions, investors, etc.); networking and outreach to promote the Center and its activities; identifying third party consultants as needed to meet the specific advisement needs of participating companies; and selecting Acceleration Center participants. Additionally, all parties to this agreement will designate a

representative to actively participate on the Otsego County Acceleration Center Advisory Board.

- County of Otsego Industrial Development Agency (COIDA): COIDA is a non-profit public benefit agency whose mission is to assist in the enhancement and diversity of the Otsego County economy by acting in support of projects that create or retain jobs and generate private sector investment. COIDA will purchase, own, and maintain the facility to house the Center; lead the overall Otsego County Acceleration Center, including the development and execution of the Center's programming; provide business financing to eligible start-up companies and tax incentives for their scale-up and expansion; design workforce preparation programs tailored to suit the needs of participating companies, through its Otsego Now Regional Workforce Training Center; and support the Center's personnel costs and provide funds toward marketing. COIDA, as the designated lead agency and RISE applicant, accepts full responsibility for the performance of the RISE project.
- Binghamton Small Business Development Center (SBDC) – Otsego-Oneonta Outreach Office: Co-located with COIDA, this SBDC's assistance has led to increased profitability, investment, and job creation in the local community. It will provide no-cost and low-cost business advising and training to start-ups and entrepreneurs participating in the Acceleration Center, and assist participating companies in developing business plans.
- Hartwick College Department of Business and Accounting: This local college works closely with local companies through internships and consultation opportunities. Hartwick will provide business students as interns to Acceleration Center participants, in particular for projects involving marketing of new technology; and its faculty will provide Acceleration Center companies with hands-on expertise in traditional and non-traditional business financing, technology marketing, and commercialization.
- SUNY Oneonta: This four-year college prioritizes high-impact learning experiences and recently opened a new Experiential Learning Center. Together with COIDA, the college has been forging meaningful links between the academic enterprise and community development. SUNY will provide business students as interns to Acceleration Center participants, in particular for projects involving marketing of new technology; and identify college faculty and staff to provide Acceleration Center companies with hands-on expertise in traditional and non-traditional business financing, technology marketing, and commercialization.
- Custom Electronics, Inc. (CEI): This high-growth local manufacturer of capacitors and electronic assemblies continually invests in R&D in materials, processes, packaging, and new product development. Custom Electronics has the capabilities needed to help entrepreneurs overcome a critical hurdle to bringing their technologies to market through domestic manufacturing—the ability and willingness to help start-ups with prototyping and small-volume production. The company will dedicate 8 hours of staff time per week to such collaborations, assisting participating start-ups and entrepreneurs by testing their products, manufacturing prototypes or small-volume runs, identifying promising markets, contributing to the development of participants' business plans and manufacturing scale-up plans, and providing ongoing mentorship to the entrepreneurs. Custom Electronics will also identify potential Acceleration Center participants; evaluate them as potential investment targets; and assist with setting up the Acceleration Center's equipment.

- **loxus:** An industry leader in ultra capacitor cell and module manufacturing, this Otsego County company has the capabilities to help start-ups with prototyping and small-volume production. loxus will perform the same roles as Custom Electronics (above).

II. Describe the geographic region to be served including the total population and economic characteristics of the region such as unemployment rates and median household income levels. Industry sectors, their status, size and economic contribution to the region and all communities, including metropolitan statistical areas and nonmetro low-income communities within the region, should be identified. The availability and planned enhancements of broadband service and other assets of the region should also be identified. If the region to be served has a population of more than 50,000 inhabitants, the applicant must document why they believe the area is “rural in character” including, but not limited to, the area’s population density, demographics, and topography and how the local economy is tied to a rural economic base.

This project will serve Otsego County, New York, population 58,524.¹

Rural: Otsego County is rural in character. None of its county subdivisions have more than 50,000 inhabitants; its largest community, the City of Oneonta, has a population of 13,079.² Otsego County is not part of any Metropolitan Statistical Area. It has maintained its agribusiness, farming, and forestry base, and recently ranked in the top 20 counties in the state for the value of agricultural products sold for six different commodity groups. From 2016-2021, the County’s population fell by 2.4%.³

Low-income: The County’s median household income is \$54,028, which is 78.89% of the New York State MHI of \$68,486. Of the 25 county subdivisions (24 towns plus the City of Oneonta), a majority (14) have a median household income of less than 80% of the New York State MHI.⁴ The County’s poverty rate is 14.9%, as compared to the U.S. rate of 13.4%.⁵ The City of Oneonta contains a federally designated Opportunity Zone that begins just across the street from this project’s location. 3.3% of Otsego County’s civilian labor force is unemployed, on par with the U.S. and New York State rates of 3.4%, amid tight labor markets nationwide.⁶

Industry sectors: Otsego County’s largest industry sectors by economic contribution are Health Care & Social Assistance (24% of GRP, 5827 jobs), Government (15%, 4,643 jobs), Finance & Insurance (13%, 1,180 jobs), Retail (11%, 3,025 jobs), and Manufacturing (7%, 1,120 jobs). The County has notably high concentrations of jobs in Educational Services (owing to higher education institutes in Oneonta), Arts/Entertainment/Recreation, and Health Care & Social Assistance (all with location quotients of over 1.8).⁷

Otsego County is home to more than 1,200 businesses. The wide variety of products manufactured here includes communications equipment, integrated circuits, pharmaceuticals, transportation equipment, plastic and rubber products, and food and beverage. Other major employers include insurance companies, colleges, healthcare facilities, and retailers. The larger regional (multi-county) economy benefits from high-technology manufacturing companies such as Corning, Inc., Unison Industries, IBM,

¹ 2020 U.S. Census.

² 2020 U.S. Census.

³ Emsi.

⁴ 2019 ACS 5-Year Estimates.

⁵ 2019 ACS 5-Year Estimates.

⁶ 2019 ACS 5-Year Estimates.

⁷ Emsi.

Lockheed Martin, Raymond Corporation, Universal Instruments, and others. Otsego County's medical industry thrives with two major hospitals, their affiliates, and related products such as mobile MRI equipment, pharmaceuticals, medical supplies, optical devices, and laboratory equipment. Meanwhile, the County has maintained its agribusiness, farming, and forestry base. Otsego County recently ranked in the top 20 counties in the state for the value of agricultural products sold for six different commodity groups. Tourism is also an important industry for the County, being home to the Baseball Hall of Fame and many other arts, entertainment, and outdoor/lake-based amenities.

Broadband: 73% of the County's households are served by cable (1 provider) and 65% are served by DSL (3 providers).⁸ Over the past three years, in a public-private partnership, the Otsego Electric Cooperative has strung 700 miles of wire in the 23 towns it serves, past 5,000 locations; and 3,200 subscribed to its high-speed Internet service. The Cooperative will build 100 more miles primarily in Otsego County this year. It offers symmetrical speeds of 100 Mbps, 250 Mbps, and up to 1 Gbps. Regional partners anticipate being able to further address the connectivity gap as New York State administers new federal broadband funding.

III. Identify the industry cluster(s) that will be prioritized by the rural jobs accelerator partnership with information on the firms and support industries in those clusters. Describe the status of the industry (as emerging, existing, or declining), any existing interconnection and networks within the industry cluster and describe participation and scale of small and disadvantaged businesses within the industry cluster. Describe the opportunities or potential of industry growth in the region and competitive advantages of the region and industry cluster which should be highlighted along with opportunities within the industry for the creation of or upgrading to high wage jobs. PLEASE NOTE THAT AN INDUSTRY CLUSTER(S) MUST BE IDENTIFIED AND MUST BE THE FOCUS OF THE APPLICATION. GENERAL WORKFORCE TRAINING OR OTHER GENERAL TRAINING NOT FOCUSED ON AN INDUSTRY CLUSTER(S) IS NOT ELIGIBLE.

Advanced electronics manufacturing is the priority industry for the Acceleration Center, with a focus on power and energy products and ultra-capacitor technologies—a fast-growing segment due to growing worldwide demand for efficient power management, with expanding military, industrial, and commercial markets. This emerging industry features a high degree of ongoing R&D in materials, processes, packaging, and new product development, amid rapid innovation and increasing demand for capacitors and related products.⁹ Otsego County is home to over 200 jobs in Computer and Electronic Product Manufacturing (NAICS 334), with job growth in that industry outpacing the national rate.¹⁰

New York State is a leader in microelectronics and integrated photonics R&D, a technology segment that underlies the advancement of nearly all domestic manufacturing sectors, and that drives demand for a range of electronic components. The State ranks No. 2 in the nation for semiconductor patents, and "New York's Nanotechnology Model" has been studied and showcased by the National Academies for best practices in state and regional innovation.¹¹

Otsego County is a natural location for small and mid-sized manufacturers of electronic components, with related suppliers and vendors located in larger nearby clusters in Albany and Binghamton and along the I-88 corridor. Moreover, this location provides easy

⁸ <https://map.nysbroadband.ny.gov/html5viewer/?viewer=broadband>

⁹ IBISWorld Industry Report 33441B, "Circuit Board & Electronic Component Manufacturing in the US," August 2021.

¹⁰ Emsi.

¹¹ See "New York's Nanotechnology Model: Building the Innovation Economy," Best Practices in State and Regional Innovation series, National Research Council, 2013.

access to the unparalleled microelectronic/semiconductor R&D assets at SUNY Polytechnic Institute (Albany and Utica) and AIM Photonics (Rochester and Albany). Two partners in this RISE project—Custom Electronics and Ioxus—are established, expanding, innovative local manufacturers that partner with smaller start-ups on prototyping, low-volume production, investment, and bringing new products to market. We have an opportunity to build out this industry in Otsego County and eventually attract both customers and suppliers such as manufacturers of batteries, energy equipment, and telecommunications products.

Over the past two years, three companies in Custom Electronics' network have moved to Otsego County to co-locate with its production facilities.

By scaling this phenomenon to build on the growth of this local cluster, the partners can drive the creation of local high-wage jobs (highly paid engineers and scientists as well as more moderately paid technicians). According to Emsi, earnings per job in the county's Computer & Electronic Equipment Manufacturing Industry (NAICS 334) are \$48,902, or \$23.51/hour. Therefore, the jobs to be created by companies in the Acceleration Center will be 26% higher than the median hourly wage of \$18.72 for all occupations in the Central East New York Nonmetropolitan Area (DOL figure). Below are examples of the high-wage occupations that will be created by Acceleration Center companies, with DOL median hourly wages for those occupations in the Central East New York Nonmetropolitan Area:

- Electronics engineers - \$41.15
- Industrial engineers - \$42.96
- Mechanical engineers - \$38.16
- Electrical and electronic engineering technologies and technicians - \$28.90
- Machinists - \$22.64
- Tool operators - \$23.37
- Production supervisors - \$29.28
- Sales representatives for manufacturing, technical and scientific products - \$39.25
- Market research analysts and marketing specialists - \$29.20

IV. An executive summary, project plan and scope of work must be provided with the Applicant's strategy, activities, budget, goals and objectives for the use of RISE funds. The applicant should also provide information on the sustainability of the partnership and jobs accelerator at the conclusion of the RISE grant period.

COIDA and its partners will establish the Otsego County Acceleration Center to stimulate the formation of new businesses in the advanced electronics manufacturing industry, generating high-wage jobs benefiting residents of this economically distressed rural community. COIDA and its partners seek USDA RISE funds to support the costs of acquiring a building to house the Acceleration Center and its supportive assets.

The Acceleration Center will foster collaboration and a culture of innovation within the growing local cluster of electronics companies manufacturing ultra-capacitors and other components related to power and energy applications. The Acceleration Center will help anchor entrepreneurs to local assets and networks, improving the chances that they will choose to grow and scale domestically and reinvest in the community.

The Acceleration Center will be implemented by a partnership of non-profit economic development organizations, higher education institutions, and established private sector companies, all sharing a common interest in catalyzing the growth of the region's burgeoning advanced electronics industry cluster by locally supporting the success of

promising technologies and entrepreneurs. Together, the partners have the critical competencies needed to help entrepreneurs bring their innovations to market.

A key differentiator for the Otsego County Acceleration Center is the involvement of leading advanced electronics R&D and manufacturing companies that are committed to Otsego County and have a strong track record of investing in early stage companies with relevant new innovations. The Center will further scale this virtuous growth cycle, resulting in the creation and retention of high-wage jobs in our rural communities.

This RISE project and this partnership will be guided by an Advisory Board of the partnership’s committed membership, including representatives from COIDA (lead applicant), SUNY Oneonta, Hartwick College, the Binghamton Small Business Development Center’s (SBDC) Otsego-Oneonta Outreach Office, and companies Custom Electronics and Ioxus.

Goals and Objectives

Outputs: Over the four-year grant period, 24 start-up companies will participate in the Acceleration Center and benefit from product development, testing, manufacturing, and marketing assistance. 12 start-up companies will successfully graduate and become post-revenue.

Outcomes: Three years after the conclusion of the grant period, we project the following economic impact associated with graduating companies:

- 60 jobs created or retained
- \$8 million in investments secured
- \$8 million in revenue

Project Plan and Scope of Work

The project plan and scope of work are summarized in the timeline below, followed by detail on each element of the scope of work.

	Y1 Q1	Y1 Q2	Y1 Q3	Y1 Q4	Y2	Y3	Y4
Acquire building	█						
Recruit and onboard Center Director	█	█					
Install equipment and furnishings, signage, security system, other minor interior		█					
Marketing to attract start-ups		█	█	█	█	█	█
Identify additional advisors		█	█	█			
Select initial start-ups		█	█				
Technical assistance to start-ups			█	█	█	█	█

Acquire building: COIDA will acquire the building at 189 Main Street, Oneonta, NY, which is for sale and currently houses COIDA and the SBDC—key partners in the RISE project. The building has 20,000 SF of Class A office space to accommodate the needs of start-up companies as the Acceleration Center expands. The seller has committed to selling the building to COIDA for \$1,500,000, substantial below the property’s market value (see attached letter).

Recruit and onboard Center Director: The Center Director will be responsible for all aspects of the Acceleration Center including strategic planning, development and implementation of programs and events, and management of day-to-day operations,

outreach, and fundraising. COIDA and its partners have developed the job description for this role.

Install equipment: COIDA will procure all necessary office equipment and furnishings, as well as the minimum equipment essential to starting the Acceleration Center, as already identified by and to be installed by Custom Electronics and Ioxus.

Marketing to attract start-ups to participate: All partner organizations will leverage their networks to promote the Acceleration Center to prospective start-up participants, targeting regional higher education institutions; investors with portfolios of relevant start-up companies; technology incubators across New York State; and area businesses and chambers of commerce.

Identify additional advisors: The partners will identify consultants with expertise in non-traditional financing; technology marketing; and other areas of expertise needed by the start-ups being targeted.

Select initial start-ups: Custom Electronics, Ioxus, Hartwick College, and COIDA will review entrepreneurs and start-up companies that have expressed interest in being Acceleration Center participants and review their progress in development of new technologies or products. The partners will target companies whose innovations are approaching market readiness but require additional technical assistance. Between six and twelve entrepreneurs will be initially selected. Six potential participants have already been identified for recruitment on the basis of their existing collaborations with Custom Electronics.

Technical assistance to start-ups: The Acceleration Center's partners will provide tailored technical assistance to the start-ups to accelerate their path to market. In general, this will include:

- **Business plan development:** Each of the selected entrepreneurs will be required to develop a detailed business plan for the product. Ioxus and Custom Electronics will provide their expertise in both product testing, to be done at either Ioxus or Custom Electronics, as well as product target market and development of prototypes for the entrepreneurs' products. Financing planning assistance, including proforma development and cash flow projections, will be provided by financial consultants including area banks. Ioxus and Custom Electronics will review business plan development paying particular attention as to whether the pricing of the products will meet marketing expectations.
- **Manufacturing planning:** One of the most critical hurdles for start-ups in the advanced electronics industry is lack of capabilities or partners to manufacture low-volume runs or to scale up quickly to meet market demand. Ioxus and Custom Electronics have the capability to manufacture entrepreneurs' products, and have relationships with firms with similar capabilities. Leveraging these capabilities significantly reduces the initial capital burden of the entrepreneur. Ioxus and Custom Electronics will assist the entrepreneur with this manufacturing planning stage.
- **Marketing assistance and workforce development:** Hartwick College and SUNY Oneonta will supply students and faculty to support the start-ups' marketing of their new technologies and products. Where mutually beneficial, the colleges have committed to adapt courses to address the real-time marketing and business start-up needs of participating entrepreneurs. These collaborations will build a strong pipeline of ready talent as start-ups expand their workforces. Moreover, COIDA will design workforce preparation programs tailored to suit the needs of participating companies, through its Otsego Now Regional Workforce Training Center.

- Financing/investment for selected start-ups: Ioxus, Custom Electronics and COIDA will work with banking institutions, available federal and state grant programs, and private investors to help facilitate financing and investment benefiting the participating start-ups. Ioxus is well versed in companies looking to invest in new ideas and prototype development. Over the past two years, Custom Electronics has invested its own capital in other small companies to bring new products to market. COIDA has been approached by another developer in June 2021, looking to invest in the start-up companies once they enter the Program.

RISE Budget

Acquisition of building	\$ 1,500,000
Closing costs	\$ 50,000
Installation of equipment and furnishings, signage, security system, other minor interior	\$ 75,000
Total RISE project cost	\$1,625,000

USDA RISE request (80% of total)	\$ 1,300,000
Local match (20% of total)	\$ 325,000

The owner of the building has committed to selling the building to COIDA for \$1,500,000, substantial below the property's market value (see attached letter).

In-kind contributions from partners, as well as a Center Director salary to be funded by an Appalachian Regional Commission grant, are not presented as part of this RISE budget but will enhance the success of the project.

Project Sustainability

After the RISE grant concludes, the Otsego County Acceleration Center's operations will be sustained by revenue from tenants in the building, fees charged to entrepreneurs entering the program, and by COIDA's assumption of the personnel costs of the center's director and certain program marketing costs. Also, COIDA intends to seek out additional foundation support for the program.

Tab B

Divider Page

5. Project Specific Information and Forms

Federal Tax ID #	166198451
DUNS #	831373431 0000
System for Award Management (SAM) (CAGE code) <u>All applicants must register their DUNS # in the System for Award Management and obtain a CAGE code prior to submitting an application. Registration in SAM must remain active during all times when a Federal award application is under consideration and when a Federal award is active.</u> For information on what is required to register with SAM, go to: https://www.sam.gov/sam/transcript/Quick_Guide_for_Grants_Registrations.pdf To begin the SAM registration process, go to: http://www.sam.gov/portal/public/SAM/	CAGE Code 7LTY7 Expiration Date 12/22/2022
Project Specific Forms Forms can be found by typing in the form name (i.e. SF 424) in the “Form Number” column via this website: https://forms.sc.egov.usda.gov/eForms/welcomeAction.do?Home <i>Insert the executed forms immediately after this divider page.</i>	
SF 424 – Application for Federal Assistance	Attached
SF 424A – Budget Information PLEASE NOTE, YOU MUST DEMONSTRATE THAT EACH ACTIVITY REQUESTING RISE GRANT DOLLARS IS MATCHED WITH A MINIMUM 20% MATCH OF NON-FEDERAL FUNDS. THIS IS NOT 20% OF TOTAL ELIGIBLE PROJECT COSTS, BUT MATCHING FUNDS FOR EACH LINE ITEM OF ACTIVITY. ADDITIONALLY, PLEASE NOTE THAT THE 20% REQUIREMENT OF TOTAL MATCHING FUNDS IS NOT FACTORED ON THE GRANT AMOUNT, BUT ON TOTAL PROJECT COSTS. THE PROJECT BUDGET MUST NOT INCLUDE ADMINISTRATIVE COSTS IN EXCESS OF 10 PERCENT OF THE GRANT AMOUNT OR THE APPLICATION WILL BE DEEMED INELIGIBLE. THE PROJECT BUDGET ALSO MUST NOT INCLUDE RISE GRANT FUNDS UTILIZED AS A PASS THROUGH TO A MEMBER OF THE PARTNERSHIP IN THE FORM OF LEASE PAYMENTS OR OTHER ACTIVITIES WITH A CONFLICT OF INTEREST OR APPEARANCE THEREOF.	Attached
SF 424B – Assurances	Attached
SF 424C – Construction (if applicable)	N/A
Applicant eligibility and project eligibility certification/determination (Certifications on following pages)	Attached

Rural Innovation Stronger Economy Grant Program

Applicant Eligibility and Project Eligibility Certification/Determination Form

Per 4284.1112 - Applicant Eligibility

<p>(A) Type of applicant. PLEASE NOTE THAT INDIVIDUALS OR INDIVIDUAL ENTITIES ALONE ARE NOT A PARTNERSHIP. A rural jobs accelerator partnership must include one or more representatives of the following:</p>		Applicant Certification: (Please Check as applicable)
(i) a State, Tribal, or local government		
(ii) a State, Tribal, or local government entity		
iii) a land-grant college or university or other institution of higher education, as defined in the Higher Education Act of 1965 (20 U.S.C. 1001)		X (2)
(iv) a rural non-profit cooperative		
(v) a private entity, which may include a business in an industry cluster, economic development or community development organization, financial institution including a community development financial institution, philanthropic organization or labor organization		X (3)
AND a lead applicant from the following:		
(i) district organization		
(ii) Indian Tribe, or a political subdivision of a Tribe, including a special purpose unit of a tribal government engaged in economic development activities, or a consortium of Indian Tribes		
(iii) State or political subdivision of a State, including a special purpose unit of a State or local government engaged in economic development activities, or a consortium of political subdivisions		X (lead applicant is a public benefit agency)
(iv) institution of higher education (as defined in section 101 of the Higher Education Act of 1965 (20 U.S.C. 1001) or a consortium of institutions of higher education)		
(v) public or private nonprofit organization		
<p>(B) Legal entity in good standing. The Lead applicant must certify that it is a legal entity in good standing (as applicable), and operating in accordance with the laws of the State(s) or Tribe where the Applicant has a place of business.</p>		
Are you (the lead applicant) a legal entity in good standing in accordance with the laws of the State(s) or Tribe where you have a place of business?		Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
List the State or Tribal land where you have a place of business:		New York State
<p>(C) Known relationship with an Agency Employee. The Applicant must identify whether or not there is a known relationship or association with a Rural Development Employee. If there is a known relationship, identify each employee with whom you have a relationship.</p>		
Does the applicant have a known relationship with a Rural Development employee?		Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If Yes, identify the name of each employee:		
<p>(D) Ineligible applicants. Consistent with Department regulations, an applicant is ineligible if it is debarred or suspended or is otherwise excluded from or ineligible for participation in Federal assistance programs.</p>		
Have you (the lead applicant) ever been debarred or determined ineligible for participation in Federal assistance programs?		Applicant certification: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>


Lead applicants will also be considered ineligible for a grant if they have an outstanding Federal judgment (other than one obtained in the U.S. Tax Court), are delinquent on the payment of Federal income taxes, or are delinquent on Federal debt.	
Do you (the lead applicant) have any outstanding Federal judgment, or are you delinquent on Federal income tax or delinquent on any Federal debt?	Lead applicant certification: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Per 4284.1110 (a) - The Agency will review prior RISE awards to the lead applicant to determine satisfactory progress. To be eligible for additional funding, lead applicants that have previous RISE grants must have expended 50 percent or more of previous RISE awards at the time the Agency makes its eligibility determination or the application will be deemed ineligible for that funding cycle.	

Per 4284.1113 - Project eligibility.

To be eligible for a RISE grant, the grant funds for a project must be used by the grant recipient to meet the requirements specified below. Please mark "Yes" or "No" to the following uses for your project:

<i>Project eligibility questions for the applicant</i>	Yes	No
1. The construction or purchase of a building to serve as an innovation center located in a rural low-income community, which establishes and/or supports a jobs accelerator and any equipment needs of the innovation center to support the jobs accelerator.	Yes	
2. The support of programs to be carried out at or in direct partnership with the jobs accelerator, or in support of jobs accelerator initiatives including one or more of the following:		
Linking rural communities and entrepreneurs to markets, networks, industry clusters, and other regional opportunities to support high-wage job creation, new business formation, business expansion, and economic growth of rural communities.	Yes	
Integrating rural small businesses into a supply chain.	Yes	
Creating or expanding commercialization activities for new business formation in rural areas.	Yes	
Identifying and building assets in rural communities that are crucial to supporting regional economies.	Yes	
Facilitating the repatriations of high-wage jobs to the United States.	Yes	
Supporting the deployment of innovative processes, technologies, and products.	Yes	
Enhancing the capacity of rural small businesses in regional industry clusters, including small and disadvantaged businesses.	Yes	
Increasing United States exports and business interaction with international buyers and suppliers.	Yes	
Developing the skills and expertise of local workforces, entrepreneurs, and institutional partners in the region to meet the needs of employers and prepare workers for high-wage jobs in the identified industry clusters, including the upskilling of incumbent workers	Yes	
Do the rural communities in the targeted region, independent of RISE funding, have the capacity and ability to carry out projects relating to housing, community facilities, infrastructure, or community and economic development to support the anticipated regional industry cluster growth	Yes	
Any activities that the Agency may determine to be appropriate, as specified in a Federal Register notice (Please describe the activity)	N/A	

3. Not more than 10 percent of the RISE grant award will be used for indirect or actual costs of the applicant associated with administering the RISE grant.	Yes	
4. The innovation center currently is or will be physically located in a rural area as defined in § 4284.1103, or if located in a non-rural area, will use grant funds to provide assistance to residents located in a rural area. Additionally, the innovation center must be located in a low-income rural community if grant funds are used for the construction, renovation or purchase of an innovation center.	Yes	
5. Applicant understands and is cautioned against taking any actions or incurring any obligations prior to the Agency completing the environmental review that would either limit the range of alternatives to be considered or that would have an adverse effect on the environment, such as the initiation of construction. If the applicant takes any such actions or incurs any such obligations, it could result in project ineligibility. Projects involving the construction of an innovation center as an eligible purpose are subject to the environmental requirements of 7 CFR 1970.	Yes	

<u>Applicant and Project Eligibility answers provided by:</u>	
Applicant Name : County of Otsego Industrial Development Agency	
Authorized Representative Name: Jody Zakrevsky	
Authorized Representative Signature:	
Title: CEO	
Date: 4/19/2022	

6. Readiness Demonstration

Description of readiness of all partners of the rural jobs accelerator partnership to contribute to the project including their ability to coordinate activities, finances, and outcomes of the project.

Within six months, the Center will be fully operational, with companies taking residence in the Accelerator beginning in the third quarter of the grant's first year. Over the four-year grant period, 24 start-up companies will participate in the Acceleration Center and benefit from product development, testing, manufacturing, and marketing assistance. 12 start-up companies will successfully graduate and become post-revenue.

The partners have been planning the development of this Otsego County Acceleration Center for over one year, and share a common interest in catalyzing the growth of the region's burgeoning advanced electronics industry cluster by locally supporting the success of promising technologies and entrepreneurs. COIDA is co-located with the local SBDC outreach center and frequently partners with the SBDC to address the needs of small businesses; has past experience with Hartwick College and SUNY Oneonta in forging industry-academic collaborations; and has strong relationships with the two high-growth manufacturers that are partners to this RISE project. Together, these partners have the critical competencies needed to help entrepreneurs bring their innovations to market and generate high-wage job creation in this low-income rural community.

The lead applicant, the County of Otsego Industrial Development Agency, has a proven track record of coordinating government-supported economic development initiatives, and the operational and financial infrastructure to execute this RISE project. COIDA has a strong track record of successfully administering grants and implementing and maintaining economic development projects of varying sizes. COIDA has created two business parks in Otsego County that have contributed to the creation of jobs. It administers over ten current Payment in Lieu of Tax ("PILOT") agreements that incentivize private sector business and job expansion through reduction in property tax liabilities. COIDA maintains a healthy loan portfolio and a stable revenue from economic development projects. COIDA has a full-time CEO, a full-time director of finance and administration, and two counsel with expertise in public authority finance and economic development deal structuring.

A key differentiator for the Otsego County Acceleration Center is the involvement of leading advanced electronics R&D and manufacturing companies that are committed to Otsego County and have a strong track record of investing in early stage companies with relevant new innovations. The Center will further scale this virtuous growth cycle, resulting in the creation and retention of high-wage jobs in our rural communities.

The RISE partners will each designate a representative to actively participate on the Otsego County Acceleration Center Advisory Board, providing guidance to the Center on its activities. The Otsego County Acceleration Center Director, to be an employee of the County of Otsego Industrial Development Agency, will report to the COIDA Chief Executive Officer, and the implementation of the Accelerator will be overseen by the COIDA Board of Directors. COIDA, as the designated lead agency and RISE applicant, accepts full responsibility for the performance of the RISE project.

Evidence of a formal agreement among partners of the rural jobs accelerator partnership for delivery of the RISE program.

See attached MOU.

Evidence of demonstrated readiness in administering the RISE grant, if awarded, including demonstration of potential success in establishment of a jobs accelerator project which targets an industry cluster and the initiatives of the RISE grant. The application should indicate when activities related to the expected outcomes will commence.

COIDA is prepared to purchase the building immediately upon grant award. COIDA has secured written commitment from the building's current owner, and committed the required match funds. The necessary office equipment and furnishings have already been identified by the partners, and Custom Electronics and Ioxus are prepared to install items immediately upon purchase. A job description for the Center Director has been prepared, and potential candidates have been identified. Six potential Accelerator company participants have been identified for recruitment on the basis of their existing collaborations with Custom Electronics. Hartwick College and SUNY Oneonta are prepared to supply interns beginning in the 2022-2023 school year. The SBDC is fully prepared to immediately begin assisting tenant companies in developing business plans and to provide business advising and training.

See the timeline in the last question in this Tab. Within six months, the Center will be fully operational, with companies taking residence in the Accelerator beginning in the third quarter of the grant's first year.

Description of how the project will be marketed in the region and how the rural jobs accelerator partnership will capture any program impacts and success stories.

The partners will conduct outreach to promote the Center and its activities. This has already begun with a site visit from Senator Charles Schumer on April 15, 2022.

All RISE partners will leverage their networks to promote the Acceleration Center to prospective start-up participants, targeting regional higher education institutions; investors with portfolios of relevant start-up companies; technology incubators across New York State; and area businesses and chambers of commerce.

Custom Electronics, Ioxus, Hartwick College, and COIDA will review entrepreneurs and start-up companies that have expressed interest in being Acceleration Center participants and review their progress in development of new technologies or products. The partners will target companies whose innovations are approaching market readiness but require additional technical assistance. Between six and twelve entrepreneurs will be initially selected. Six potential participants have already been identified for recruitment on the basis of their existing collaborations with Custom Electronics.

As the local economic development organization, COIDA maintains robust communication and marketing channels to regional industries and economic development stakeholders. The Otsego County Acceleration Center Director will measure the impact of the Accelerator in terms of the metrics below, via periodic survey, and promote success stories via press releases and existing online marketing platforms (e-blasts, social media).

Outputs to be tracked by the Center Director: Over the four-year grant period, 24 start-up companies will participate in the Acceleration Center and benefit from product development, testing, manufacturing, and marketing assistance. 12 start-up companies will successfully graduate and become post-revenue.

Outcomes to be measured, via survey, in terms of impact on participating companies:

- Jobs created and retained
- Wages of jobs created and retained
- New and retained revenue/sales
- New investments secured (e.g. venture funding, SBIR and other grants)
- Acquisitions
- Capital investments made locally

Three years after the conclusion of the grant period, we project the following economic impact associated with graduating companies: 60 jobs created or retained; \$8 million in investments secured; \$8 million in new company revenue.

Timeline describing the proposed tasks to be accomplished and the schedule for implementation of each task.

	Y1 Q1	Y1 Q2	Y1 Q3	Y1 Q4	Y2	Y3	Y4
Acquire building	■						
Recruit and onboard Center Director	■	■					
Install equipment and furnishings, signage, security system, other minor interior		■					
Marketing to attract start-ups		■	■	■	■	■	■
Identify additional advisors		■	■	■			
Select initial start-ups		■	■				
Technical assistance to start-ups			■	■	■	■	■

- Attachments:
 - Memorandum of Understanding
 - Letter of commitment from property owner
 - Letter of support from Senator Charles Schumer

7. Targeted Initiatives

(Provide documentation on how the RISE project will impact the initiatives below, as applicable. Please provide a brief narrative description on how and when the initiatives will be delivered.)

Within six months, the Center will be fully operational, with companies taking residence in the Accelerator beginning in the third quarter of the grant's first year. Over the four-year grant period, 24 start-up companies will participate in the Acceleration Center and benefit from product development, testing, manufacturing, and marketing assistance. 12 start-up companies will successfully graduate and become post-revenue. Three years after the conclusion of the grant period, we project the following economic impact associated with graduating companies: 60 jobs created or retained; \$8 million in investments secured; \$8 million in new company revenue.

Linking rural communities and entrepreneurs to markets, networks, industry clusters, and other regional opportunities to support high wage job creation, new business formation, business expansion, and economic growth

Linking rural entrepreneurs to markets, networks, and industry clusters: Advanced electronics manufacturing is the priority industry for the Acceleration Center, with a focus on power and energy products and ultra-capacitor technologies—a fast-growing segment due to growing worldwide demand for efficient power management, with expanding military, industrial, and commercial markets.

Otsego County is a natural location for small and mid-sized manufacturers of electronic components, with related suppliers and vendors located in larger nearby clusters in Albany and Binghamton and along the I-88 corridor. Two partners in this RISE project— Custom Electronics and Ioxus—are established, expanding, innovative local manufacturers that partner with smaller start-ups on prototyping, low-volume production, investment, and bringing new products to market. This RISE project capitalizes on the opportunity to build out this industry in Otsego County and eventually attract both customers and suppliers such as manufacturers of batteries, energy equipment, and telecommunications products.

Otsego County is home to over 200 jobs in Computer and Electronic Product Manufacturing (NAICS 334), with job growth in that industry outpacing the national rate. New York State is a leader in microelectronics and integrated photonics R&D, a technology segment that underlies the advancement of nearly all domestic manufacturing sectors, and that drives demand for a range of electronic components. The State ranks No. 2 in the nation for semiconductor patents, and “New York’s Nanotechnology Model” has been studied and showcased by the National Academies for best practices in state and regional innovation. Otsego County provides easy access to the unparalleled microelectronic/semiconductor R&D assets at SUNY Polytechnic Institute (Albany and Utica) and AIM Photonics (Rochester and Albany).

Over the past two years, three companies in Custom Electronics’ network have moved to Otsego County to co-locate with its production facilities. By scaling this phenomenon to build on

the growth of this local cluster, the partners can drive the creation of local high-wage jobs (highly paid engineers and scientists as well as more moderately paid technicians).

New business formation: Otsego County is home to over 200 jobs in Computer and Electronic Product Manufacturing (NAICS 334), with job growth in that industry outpacing the national rate. Advanced electronics manufacturing features a high degree of ongoing R&D in materials, processes, packaging, and new product development, amid rapid innovation and increasing demand for capacitors and related products. The growth of the industry depends on start-ups successfully developing and commercializing new products and technologies and often features vertical integration as established manufacturers seek to incorporate those innovations to grow and remain competitive. The Acceleration Center will help such start-ups succeed by providing business planning assistance, manufacturing planning, marketing assistance, workforce development, and exposure to opportunities for financing and investment.

Supporting high-wage job creation: According to Emsi, earnings per job in the county's Computer & Electronic Equipment Manufacturing Industry (NAICS 334) are \$48,902, or \$23.51/hour. Therefore, the jobs to be created by companies in the Acceleration Center will be 26% higher than the median hourly wage of \$18.72 for all occupations in the Central East New York Nonmetropolitan Area (DOL figure). Below are examples of the high-wage occupations that will be created by Acceleration Center companies, with DOL median hourly wages for those occupations in the Central East New York Nonmetropolitan Area:

- Electronics engineers - \$41.15
- Industrial engineers - \$42.96
- Mechanical engineers - \$38.16
- Electrical and electronic engineering technologies and technicians - \$28.90
- Machinists - \$22.64
- Tool operators - \$23.37
- Production supervisors - \$29.28
- Sales representatives for manufacturing, technical and scientific products - \$39.25
- Market research analysts and marketing specialists - \$29.20

Integrating small businesses into a supply chain

The Acceleration Center will assist participating entrepreneurs in building out their supply chains, with Custom Electronics and Ioxus lending their contract manufacturing capabilities as well as their networks of other industry partners.

The Acceleration Center will assist participating start-ups in marketing and commercializing their products by 1) supplying area college students and faculty to support market research and marketing, and 2) adapting area college courses to address the marketing needs of participating entrepreneurs.

Creating or expanding commercialization activities for new business formation

The Acceleration Center's partners will provide tailored technical assistance to the start-ups to accelerate the commercialization of their products and technologies. This will include:

- Business plan development: Each of the selected entrepreneurs will be required to develop a detailed business plan for the product. Ioxus and Custom Electronics will provide their expertise in both product testing, to be done at either Ioxus or Custom Electronics, as well as product target market and development of prototypes for the entrepreneurs' products. Financing planning assistance, including proforma development and cash flow projections, will be provided by financial consultants

including area banks. Ioxus and Custom Electronics will review business plan development paying particular attention as to whether the pricing of the products will meet marketing expectations.

- Manufacturing planning: One of the most critical hurdles for start-ups in the advanced electronics industry is lack of capabilities or partners to manufacture low-volume runs or to scale up quickly to meet market demand. Ioxus and Custom Electronics have the capability to manufacture entrepreneurs' products, and have relationships with firms with similar capabilities. Leveraging these capabilities significantly reduces the initial capital burden of the entrepreneur. Ioxus and Custom Electronics will assist the entrepreneur with this manufacturing planning stage.
- Marketing assistance and workforce development: Hartwick College and SUNY Oneonta will supply students and faculty to support the start-ups' marketing of their new technologies and products. Where mutually beneficial, the colleges have committed to adapt courses to address the real-time marketing and business start-up needs of participating entrepreneurs. These collaborations will build a strong pipeline of ready talent as start-ups expand their workforces. Moreover, COIDA will design workforce preparation programs tailored to suit the needs of participating companies, through its Otsego Now Regional Workforce Training Center.
- Financing/investment for selected start-ups: Ioxus, Custom Electronics and COIDA will work with banking institutions, available federal and state grant programs, and private investors to help facilitate financing and investment benefiting the participating start-ups. Ioxus is well versed in companies looking to invest in new ideas and prototype development. Over the past two years, Custom Electronics has invested its own capital in other small companies to bring new products to market. COIDA has been approached by another developer in June 2021, looking to invest in the start-up companies once they enter the Program.

Identifying and building assets in rural communities that are crucial to supporting regional economies

By establishing the Otsego County Acceleration Center, this RISE project will substantially enhance this rural community's economic development assets, adding to the infrastructure needed to help entrepreneurs and start-ups succeed, grow, and create high-wage jobs locally.

The future prosperity of rural, low-income Otsego County is dependent on public-private collaboration to create an environment for the formation and growth of new businesses and jobs. This RISE project brings together local non-profit economic development organizations, higher education institutions, and established private sector companies that share a common interest in catalyzing the growth of the region's burgeoning advanced electronics industry cluster by locally supporting the success of promising technologies and entrepreneurs. Two partners are co-located and have substantial history of collaboration in supporting business creation and scale-up in Otsego County.

Facilitating the repatriation of high wage jobs to the United States

Repatriation of advanced electronics manufacturing is currently the subject of a major national, bilateral push, as the federal government seeks to maintain the U.S.'s global technology leadership and supercharge our semiconductor industry (e.g. the pending CHIPS Act).

The proposed Acceleration Center will further cultivate small and mid-sized advanced electronics manufacturing companies and jobs, with Otsego County positioned along a corridor of related suppliers that is anchored by strong clusters in Albany and Binghamton.

The suite of assistance the Acceleration Center will provide to participating companies is critical to ensuring that U.S. innovations are commercialized and ultimately manufactured domestically. By providing assistance with business planning, manufacturing planning, manufacturing

partnerships, marketing, workforce development, and exposure to investment opportunities, this Acceleration Center will maximize rural entrepreneurs' chances of succeeding locally and creating the high-wage jobs detailed in Tab D Question 1 (with average wages of \$23.51/hour, as compared to the regional median hourly wage of \$18.72).

Supporting the deployment of innovative processes, technologies, and products

Advanced electronics manufacturing features a high degree of ongoing R&D in materials, processes, packaging, and new product development, amid rapid innovation and increasing demand for capacitors and related products. The growth of the industry depends on start-ups successfully developing and commercializing new products and technologies and often features vertical integration as established manufacturers seek to incorporate those innovations to grow and remain competitive. The Acceleration Center will help such start-ups succeed by providing business planning assistance, manufacturing planning, manufacturing partnerships, marketing assistance, workforce development, and exposure to opportunities for financing and investment.

Enhancing the capacity of small businesses in regional industry clusters, including small and disadvantaged businesses

The Acceleration Center's programming is designed to substantially increase the chance of successful commercialization and growth of start-up businesses in this low-income, rural community. The programming includes the following elements to help these small, generally pre-revenue businesses overcome known hurdles for success in this industry.

- Business plan development: Each of the selected entrepreneurs will be required to develop a detailed business plan for the product. Ioxus and Custom Electronics will provide their expertise in both product testing, to be done at either Ioxus or Custom Electronics, as well as product target market and development of prototypes for the entrepreneurs' products. Financing planning assistance, including proforma development and cash flow projections, will be provided by financial consultants including area banks. Ioxus and Custom Electronics will review business plan development paying particular attention as to whether the pricing of the products will meet marketing expectations.
- Manufacturing planning: One of the most critical hurdles for start-ups in the advanced electronics industry is lack of capabilities or partners to manufacture low-volume runs or to scale up quickly to meet market demand. Ioxus and Custom Electronics have the capability to manufacture entrepreneurs' products, and have relationships with firms with similar capabilities. Leveraging these capabilities significantly reduces the initial capital burden of the entrepreneur. Ioxus and Custom Electronics will assist the entrepreneur with this manufacturing planning stage.
- Marketing assistance and workforce development: Hartwick College and SUNY Oneonta will supply students and faculty to support the start-ups' marketing of their new technologies and products. Where mutually beneficial, the colleges have committed to adapt courses to address the real-time marketing and business start-up needs of participating entrepreneurs. These collaborations will build a strong pipeline of ready talent as start-ups expand their workforces. Moreover, COIDA will design workforce preparation programs tailored to suit the needs of participating companies, through its Otsego Now Regional Workforce Training Center.
- Financing/investment for selected start-ups: Ioxus, Custom Electronics and COIDA will work with banking institutions, available federal and state grant programs, and private investors to help facilitate financing and investment benefiting the participating start-ups. Ioxus is well versed in companies looking to invest in new ideas and prototype development. Over the past two years, Custom Electronics has invested its own capital

in other small companies to bring new products to market. COIDA has been approached by another developer in June 2021, looking to invest in the start-up companies once they enter the Program.

Increasing United States exports and business interaction with international buyers and suppliers

The advanced electronics manufacturing industry is highly globalized, with exports generating 22.1% of revenue in 2021 (source: IBISWorld report for NAICS 33441B). The Otsego County Acceleration Center will offer its entrepreneurs the benefit of exposure to and integration into the buyer and supplier networks of Ixus and Custom Electronics, established manufacturers that are partners in this RISE project. Additionally, COIDA will connect participating entrepreneurs to the export promotion activities of Global NY, a state program that includes State Trade Expansion Program grants, educational activities, and trade missions.

Developing the skills and expertise of local workforces, entrepreneurs, and institutional partners to meet the needs of employers and prepare workers for high wage jobs in the identified industry clusters, including the upskilling of incumbent workers

Hartwick College and SUNY Oneonta, both in Otsego County within a few miles of the Acceleration Center, will supply students and faculty to support the start-ups' marketing of their new technologies and products; including providing students as interns at participating companies. These colleges have also committed, where mutually beneficial, to adapt courses to address the real-time marketing and business start-up needs of participating entrepreneurs. These collaborations will build a strong pipeline of ready talent as start-ups expand their workforces.

COIDA will additionally design workforce preparation programs tailored to suit the needs of participating companies, through its Otsego Now Regional Workforce Training Center, which is housed with COIDA in the building to be purchased for the Acceleration Center. This state-of-the-art facility assesses regional employers' staffing needs, develops and delivers training programs to meet those needs, and markets those programs in the community. Typically, training programs are delivered in partnership with the Otsego-Northern Catskill Board of Cooperative Educational Services, SUNY Delhi, and others to bring degree programs and non-degree certifications to the Center. The Otsego Now Regional Workforce Training Center has deployed manufacturing-related training programs, and will offer workforce training tailored to the needs of Acceleration Center participants, targeting both incumbent and potential employees. Trainings are typically conducted in a combination of classroom settings and hands-on work at partner companies.

Ensuring rural communities have the capacity and ability to carry out projects related to housing, community facilities, infrastructure, or community and economic development to support regional industry cluster growth

This RISE grant would further enhance the capacity of the lead applicant (the County of Otsego Industrial Development Agency, or COIDA) and its partners to carry out economic development activities in support of the growth of this regional industry cluster. As Acceleration Center companies graduate and succeed, COIDA is the local non-profit public benefit agency that can support these companies as they scale their operations, through tax-based and other incentives and financing assistance.

COIDA is a non-profit public benefit agency whose mission is to assist in the enhancement and diversity of the Otsego County economy by acting in support of projects that create or retain jobs and generate private sector investment. COIDA is the only economic development agency in rural Otsego County. COIDA operates under and is responsible for the umbrella brand

“Otsego Now,” which also includes the Otsego County Capital Resource Corporation and the Otsego Now Workforce Training Center. COIDA undertakes robust marketing initiatives to attract new private investment to Otsego County, and incentivizes business and job expansion through financing assistance and property tax incentives.

COIDA’s financial position is solid, with over \$5 million in net assets (see attached audited 2021 financials). COIDA has a strong track record of successfully administering grants and implementing and maintaining economic development projects of varying sizes. COIDA has created two business parks in Otsego County that have contributed to the creation of jobs. It administers over ten current Payment in Lieu of Tax (“PILOT”) agreements that incentivize private sector business and job expansion through reduction in property tax liabilities. COIDA maintains a healthy loan portfolio and a stable revenue from economic development projects. COIDA has a full-time CEO, a full-time director of finance and administration, and two counsel with expertise in public authority finance and economic development deal structuring.

8. Potential to produce high wage jobs and benefit rural small and disadvantaged businesses.

(Provide documentation on how the RISE project will impact the goals below)

Describe how the project will develop the skills and expertise of the local workforce, entrepreneurs and institutional partners to meet the needs of employers and prepare high wage jobs in the targeted industry cluster(s), which may also include the upskilling of incumbent workers.

Hartwick College and SUNY Oneonta, both in Otsego County within a few miles of the Acceleration Center, will supply students and faculty to support the start-ups' marketing of their new technologies and products; including providing students as interns at participating companies. These colleges have also committed, where mutually beneficial, to adapt courses to address the real-time marketing and business start-up needs of participating entrepreneurs. These collaborations will build a strong pipeline of ready talent as start-ups expand their workforces.

Moreover, COIDA will design workforce preparation programs tailored to suit the needs of participating companies, through its Otsego Now Regional Workforce Training Center, which is housed with COIDA in the building to be purchased for the Acceleration Center. This start-of-the-art facility assesses regional employers' staffing needs, develops and delivers training programs to meet those needs, and markets those programs in the community. Typically, training programs are delivered in partnership with the Otsego-Northern Catskill Board of Cooperative Educational Services, SUNY Delhi, and others to bring degree programs and non-degree certifications to the Center. The Otsego Now Regional Workforce Training Center has deployed manufacturing-related training programs, and will offer workforce training tailored to the needs of Acceleration Center participants, targeting both incumbent and potential employees. Trainings are typically conducted in a combination of classroom settings and hands-on work at partner companies.

Demonstrate how the project will benefit the skills and expertise of small and disadvantaged businesses, as applicable.

The Acceleration Center's programming is designed to substantially increase the chance of successful commercialization and growth of start-up businesses in this low-income, rural community. The programming includes the following elements to help these small, generally pre-revenue businesses overcome known hurdles for success in this industry.

- Business plan development: Each of the selected entrepreneurs will be required to develop a detailed business plan for the product. Ioxus and Custom Electronics will provide their expertise in both product testing, to be done at either Ioxus or Custom Electronics, as well as product target market and development of prototypes for the entrepreneurs' products. Financing planning assistance, including proforma development and cash flow projections, will be provided by financial consultants including area banks. Ioxus and Custom Electronics will review business plan

development paying particular attention as to whether the pricing of the products will meet marketing expectations.

- **Manufacturing planning:** One of the most critical hurdles for start-ups in the advanced electronics industry is lack of capabilities or partners to manufacture low-volume runs or to scale up quickly to meet market demand. Ioxus and Custom Electronics have the capability to manufacture entrepreneurs' products, and have relationships with firms with similar capabilities. Leveraging these capabilities significantly reduces the initial capital burden of the entrepreneur. Ioxus and Custom Electronics will assist the entrepreneur with this manufacturing planning stage.
- **Marketing assistance and workforce development:** Hartwick College and SUNY Oneonta will supply students and faculty to support the start-ups' marketing of their new technologies and products. Where mutually beneficial, the colleges have committed to adapt courses to address the real-time marketing and business start-up needs of participating entrepreneurs. These collaborations will build a strong pipeline of ready talent as start-ups expand their workforces. Moreover, COIDA will design workforce preparation programs tailored to suit the needs of participating companies, through its Otsego Now Regional Workforce Training Center.
- **Financing/investment for selected start-ups:** Ioxus, Custom Electronics and COIDA will work with banking institutions, available federal and state grant programs, and private investors to help facilitate financing and investment benefiting the participating start-ups. Ioxus is well versed in companies looking to invest in new ideas and prototype development. Over the past two years, Custom Electronics has invested its own capital in other small companies to bring new products to market. COIDA has been approached by another developer in June 2021, looking to invest in the start-up companies once they enter the Program.

Demonstrate any participation of higher education, applied research institutions, workforce development entities and community-based organizations, that are willing to partner with the project to provide workers with skills relevant to the industry cluster needs of the region, with an emphasis on the use of on-the-job training, classroom occupational training or incumbent worker training, as applicable.

See response to Question 1 of this tab regarding planned workforce training activities.

Demonstrate any participation of investment organizations, venture development organizations, venture capital firms, revolving loan funders, angel investment groups, community lenders, community development financial institutions, rural business investment companies, small business companies (as defined in Section 103 of the Small Business Investment Act of 1958 (15 U.S.C. 662)), philanthropic organizations, and other institutions focused on expanding access to capital that are committed to the success of the job accelerator partnership and willing to potentially invest in projects emerging from the jobs accelerator and business incubator.

Ioxus, Custom Electronics and COIDA will work with banking institutions, available federal and state grant programs, and private investors to help facilitate financing and investment benefiting the participating start-ups. Ioxus is well versed in companies looking to invest in new ideas and prototype development. Custom Electronics in the past two years has invested its own capital in other small companies to bring the products to market. COIDA has been approached by another developer in June 2021, looking to invest in the start-up companies once they enter the Program.

Additionally, COIDA, the lead applicant, will provide linkages for Acceleration Center entrepreneurs to regional and statewide investment organizations, including:

- New York State Innovation Venture Capital Fund

- | | |
|---|--|
| <ul style="list-style-type: none">• New York Ventures (\$100m direct co-investment fund)• CenterState Growth Innovation TC Fund• Regional loan funds (Small Business Revolving Loan Fund, Linked Deposit Fund, Job Development Authority Direct Loan Program)• Mohawk Valley MicroSeed Investment Group• LaunchNY• Applied Ventures (venture capital arm of Applied Materials, in partnership with Empire State Development)• FuzeHub Commercialization Competition | |
|---|--|

Tab F

Divider Page

9. Region

Provide the latest Census Bureau information on the targeted region's median household income. If the targeted region contains multiple communities or counties, information on each must be provided.

Otsego County's median household income is \$54,028, which is 78.89% of the New York State MHI of \$68,486. Of the 25 county subdivisions (24 towns plus the City of Oneonta), a majority (14) have a median household income of less than 80% of the New York State MHI. (2019 ACS 5-Year Estimates.)

Otsego County is rural in character. None of its county subdivisions have more than 50,000 inhabitants; its largest community, the City of Oneonta, has a population of 13,079.¹² Otsego County is not part of any Metropolitan Statistical Area. It has maintained its agribusiness, farming, and forestry base, and recently ranked in the top 20 counties in the state for the value of agricultural products sold for six different commodity groups. From 2016-2021, the County's population fell by 2.4%.¹³

Provide the latest Census Bureau information on the targeted region's educational attainment, specifically the percentage of the population who hold a bachelor's degree.

33.4% of Otsego County residents aged 25+ years hold a bachelor's degree or higher.

Discuss how any direct career training will be provided to existing residents of the region. Existing residents being those that live in the region at the time of application.

The two higher education partners, SUNY Oneonta and Hartwick College, will directly involve students as interns at Acceleration Center companies and engage them in marketing projects concerning the companies' technologies, providing valuable industry experience. Where mutually beneficial, they will also adapt courses to address the real-time marketing and business start-up needs of participating entrepreneurs. The SBDC will provide no-cost and low-cost business advising and training to start-ups and entrepreneurs participating in the Acceleration Center, and assist participating companies in developing business plans. COIDA will design workforce preparation programs tailored to suit the needs of participating companies, through its affiliated Otsego Now Regional Workforce Training Center.

Discuss any local support for the RISE project.

U.S. Senator Charles Schumer has provided a letter of support, attached, emphasizing the opportunity that rural, low-income Otsego County has to participate in the economic development benefits of advanced electronics manufacturing and R&D.

This project has the support and participation of two local higher education institutions (SUNY Oneonta and Hartwick College), the local Small Business Development Center outreach office, and two established private sector manufacturers in this industry.

¹² 2020 U.S. Census.

¹³ Emsi.

Discuss the entrepreneurial commitment to the RISE project.

Six start-ups have already been identified for potential recruitment to the Acceleration Center on the basis of their existing collaborations with Custom Electronics, demonstrating strong demand for this new asset.

1. Phased Technologies (electrolyte)
2. Oneonta Technologies (film capacitors)
3. Opto Generic Devices (energy efficiency)
4. Artech Industries (flexible video panels)
5. CEI Communications (Interconnection of Distributive Energy)
6. CEI Power and Energy (Energy storage systems)

All partner organizations will leverage their networks to promote the Acceleration Center to prospective start-up participants, targeting regional higher education institutions; investors with portfolios of relevant start-up companies; technology incubators across New York State; and area businesses and chambers of commerce.

Discuss any innovative processes and technologies to be utilized in the targeted industry cluster(s) of the RISE project.

Within the advanced electronics manufacturing industry, it is anticipated that Acceleration Center start-ups will include companies focused on advancing the state-of-the-art in ultracapacitors, a fast-growing segment due to growing worldwide demand for efficient power management with expanding military, industrial, and commercial markets. This space is the subject of rapid innovation in materials and processes to offer ever greater efficiency, reliability, and quality.

Discuss the initial and continuing capital investment in the RISE project.

The initial capital investment in this RISE project involves acquisition of the building to house the Acceleration Center, at a cost of \$1,500,000 plus \$50,000 in closing costs, plus minor interior improvements and furnishings/equipment installation at a cost of \$75,000.

In-kind contributions from partners toward the programmatic elements of the Acceleration Center are described in the MOU. The Center Director salary and certain equipment costs will be paid by COIDA through an Appalachian Regional Commission grant.

After the RISE grant concludes, the Otsego County Acceleration Center's operations will be sustained by revenue from tenants in the building, fees charged to entrepreneurs entering the program, and by COIDA's assumption of the personnel costs of the center's director and certain program marketing costs. Also, COIDA will seek out additional foundation support for the program.

Discuss any demand for regional and global markets of the product and/or service provided by the targeted industry cluster.

Advanced electronics manufacturing is the priority industry for the Acceleration Center, with a focus on power and energy products and ultra-capacitor technologies—a fast-growing segment due to growing worldwide demand for efficient power management, with expanding military, industrial, and commercial markets. This emerging industry features a high degree of ongoing R&D in materials, processes, packaging, and new product development, amid rapid innovation and increasing demand for capacitors and related products. Otsego County is home to over 200 jobs in Computer and Electronic Product Manufacturing (NAICS 334), with job growth in that industry outpacing the national rate.

New York State is a leader in microelectronics and integrated photonics R&D, a technology segment that underlies the advancement of nearly all domestic manufacturing sectors, and that drives demand for a range of electronic components. The State ranks No. 2 in the nation for semiconductor patents, and “New York’s Nanotechnology Model” has been studied and showcased by the National Academies for best practices in state and regional innovation.

Otsego County is a natural location for small and mid-sized manufacturers of electronic components, with related suppliers and vendors located in larger nearby clusters in Albany and Binghamton and along the I-88 corridor. Two partners in this RISE project— Custom Electronics and Ioxus—are established, expanding, innovative local manufacturers that partner with smaller start-ups on prototyping, low-volume production, investment, and bringing new products to market. We have an opportunity to build out this industry in Otsego County and eventually attract both customers and suppliers such as manufacturers of batteries, energy equipment, and telecommunications products.

Discuss if the region consists of any Opportunity Zone(s)

Otsego County contains a federally designated Opportunity Zone in the City of Oneonta, that begins just across the street from this project’s location.

Elaborate on the current broadband service within the region and any plans to leverage the current broadband service or enhance broadband service in the region through the RISE project.

73% of the County’s households are served by cable (1 provider) and 65% are served by DSL (3 providers). Over the past three years, in a public-private partnership, the Otsego Electric Cooperative has strung 700 miles of wire in the 23 towns it serves, past 5,000 locations; and 3,200 subscribed to its high-speed Internet service. The Cooperative will build 100 more miles primarily in Otsego County this year. It offers symmetrical speeds of 100 Mbps, 250 Mbps, and up to 1 Gbps. Regional partners anticipate being able to further address the connectivity gap as New York State administers new federal broadband funding.

Tab G
Divider Page

10. Financial Information

Identification of matching funds and other sources of funds for the project. Provide written commitments for matching funds and other sources of funds at the time the application is submitted. **PLEASE NOTE, YOU MUST DEMONSTRATE THAT EACH ACTIVITY REQUESTING RISE GRANT DOLLARS IS MATCHED WITH A 20% MATCH OF NON-FEDERAL FUNDS. THIS IS NOT JUST 20% OF TOTAL ELIGIBLE PROJECT COSTS, BUT DEMONSTRATED PER LINE ITEM OF EACH RISE ACTIVITY. ADDITIONALLY, PLEASE NOTE THAT THE MATCHING FUNDS REQUIREMENT OF 20% IS NOT FACTORED ON THE GRANT AMOUNT, BUT ON THE TOTAL PROJECT COSTS. PLEASE NOTE THAT THE PROJECT BUDGET MUST NOT INCLUDE ADMINISTRATIVE COSTS IN EXCESS OF 10 PERCENT OF THE GRANT AMOUNT OR THE APPLICATION WILL BE DEEMED INELIGIBLE. THE PROJECT BUDGET ALSO MUST NOT INCLUDE RISE GRANT FUNDS UTILIZED AS A PASS THROUGH TO A MEMBER OF THE PARTNERSHIP IN THE FORM OF LEASE PAYMENTS OR OTHER ACTIVITIES WITH A CONFLICT OF INTEREST OR APPEARANCE THEREOF.**

Current financial statements and a narrative description demonstrating financial feasibility and sustainability of the project, all of which demonstrate sufficient resources and expertise to undertake and complete the project and how the project will be sustained following completion.

The applicant, the County of Otsego Industrial Development Agency (COIDA, or “the IDA”), is a non-profit public benefit agency. COIDA’s financial position is solid, with over \$5 million in net assets (see attached audited 2021 financials). COIDA has a strong track record of successfully administering grants and implementing and maintaining economic development projects of varying sizes. COIDA has created two business parks in Otsego County that have contributed to the creation of jobs. It administers over ten current Payment in Lieu of Tax (“PILOT”) agreements that incentivize private sector business and job expansion through reduction in property tax liabilities. COIDA maintains a healthy loan portfolio and a stable revenue from economic development projects. COIDA has a full-time CEO, a full-time director of finance and administration, and two counsel with expertise in public authority finance and economic development deal structuring.

COIDA is accountable to four performance goals set by its Board of Directors, concerning compliance with current obligations and responsibilities with ongoing projects and programs; facilitation of new projects and programs aligned with its mission; compliance with New York State laws regulating public authorities like COIDA; and maintenance of the highest ethical standards applicable to public benefit corporations.

The COIDA Board of Directors has formally committed to providing \$325,000.00 as cost-share for the project; and formally acknowledged that these funds must be made available throughout the grant term, be applied individually to each eligible RISE activity and expense, be from eligible non-federal sources, and be spent in advance or as a pro-rata portion of grant funds being spent. After the RISE grant concludes, the Otsego County Acceleration Center’s operations will be sustained by revenue from tenants in the building, fees charged to entrepreneurs entering the program, and by COIDA’s assumption of the personnel costs of the center’s director and certain program marketing costs. Also, COIDA will seek out additional foundation support for the program.

Attachments:

- COIDA 2021 audited financial statements
- Minutes from COIDA Board Meeting with cost-share resolution

February 23, 2022

County of Otsego Industrial Development Agency
Attention: Jody Zakrevsky, CEO
Director of Finance and Administration
189 Main Street, Suite 500
Oneonta, New York 13815

Re: Proposal for Professional Services
Funding Administrative Support and Assistance for Year 2022
File: P710.1740

Dear Mr. Zakrevsky:

Barton & Loguidice, D.P.C. (B&L) is pleased to provide this proposal for professional services to assist the Otsego County IDA with funding administrative support and assistance in year 2022. B&L has several staff members well versed in the variety of funding programs available, including programs that the IDA has secured funding from for local projects. We typically provide this type of funding support to many of our local community clients and are ready to assist the IDA.

While the assistance provided will vary project to project depending upon the needs of the IDA staff and the status of each specific project (i.e. project is at either funding award, design, construction or funding/project closeout) B&L proposes the following general scope of services for year 2022:

B&L will meet with the IDA's Director of Finance and Administration to review all projects with funding assistance and prioritize projects where the IDA needs our support.

B&L will assist with the necessary funding agency administrative paperwork. Essentially we would be an extension of IDA staff to help move along the necessary paperwork to keep projects moving forward in a timely fashion for the IDA. We would meet with the IDA, funding agencies, and other involved parties working on projects for the IDA as needed to support the IDA.

Please note that this assignment would be separate from the current agreement for grant administrative services for the USEDA grant.

FEE FOR SERVICES

Barton & Loguidice, D.P.C. recommends an allocation of \$25,000 for year 2022. We would invoice the IDA monthly on a time and expense basis for services completed. Invoices will include a detailed billing summary with each invoice and will include staff title, date of service, time charged and comment detailing service completed.

We anticipate utilizing Bob Murphy, AICP, a Senior Project Community Planner and Dan Theobald, Community Planner II for this assignment with hourly billing rates for 2022 of \$126 and \$99, respectively. Other staff would be billed at our attached Year 2022 Standard Billing Rate Schedule.



Jody Zakrevsky, CEO
County of Otsego Industrial Development Agency
February 23, 2022
Page 2



If additional hours are required, B&L will request the IDA's authorization under a separate supplement to proceed forward. We will not bill beyond this amount without a change in scope and prior approval of the IDA.

We appreciate this opportunity to provide professional services to the Otsego IDA. Should you have any questions or if you would like to discuss the project, please do not hesitate to contact Bob Murphy or me at 518.218.1801.

Sincerely,

A handwritten signature in black ink, appearing to read 'Donald H. Fletcher', is written over the printed name and title.

BARTON & LOGUIDICE, D.P.C.

Donald H. Fletcher
Senior Vice President

DET/
Encl. Standard Terms & Conditions
2022 Standard Billing Rate Schedule

Authorization to Proceed

Barton & Loguidice, D.P.C., is hereby authorized by the County of Otsego Industrial Development Agency to proceed with the services described herein and in accordance with the attached Terms and Conditions.

Name & Signature

Date

STANDARD TERMS AND CONDITIONS
for
PROFESSIONAL ENGINEERING SERVICES
provided by
BARTON & LOGUIDICE, D.P.C. ("ENGINEER")

The OWNER and the ENGINEER, for themselves, their successors and assigns, have mutually agreed and do agree with each other as follows:

1.0 Basic Agreement

Engineer shall provide, or cause to be provided, the services set forth in the proposal to which these terms and conditions are attached (PROPOSAL), and Owner shall pay Engineer for such Services as set forth in PROPOSAL. The PROPOSAL, in conjunction with these terms and conditions, is referred to herein as "Agreement".

2.0 Payment Procedures

Engineer will prepare a monthly invoice in accordance with Engineer's standard invoicing practices and submit the invoice to Owner. Invoices are due and payable within 30 days of the date of the invoice. If Owner fails to make any payment due Engineer for services and expenses within 30 days after the date of Engineer's invoice, the amounts due Engineer will be increased at the rate of 1.0% per month (or the maximum rate of interest permitted by law, if less) from said thirtieth day. In addition, Engineer may, without liability, after giving seven days written notice to Owner, suspend services under this Agreement until Engineer has been paid in full all amounts due for services, expenses, and other related charges.

3.0 Additional Services

If mutually agreed by Owner and Engineer, or if required because of changes in the Project, Engineer shall furnish services in addition to those set forth in the PROPOSAL if requested by the Owner. Owner shall pay Engineer for such additional services as follows: (1) as mutually agreed by Owner and Engineer, or (2) an amount equal to the cumulative hours charged to the Project by each class of Engineer's employees times standard hourly rates for each applicable billing class; plus reimbursable expenses and Engineer's consultants' charges, if any.

4.0 Termination

If Engineer's services related to the project are terminated for any reason, Engineer shall be compensated for time plus reasonable expenses associated with demobilizing personnel and equipment, and, if requested in writing by the OWNER, for completion of tasks whose value would otherwise be lost, to prepare notes as to the status of completed and uncompleted tasks, and to assemble Project materials in orderly files.

5.0 Controlling Law

This Agreement is to be governed by the law of the state in which the Project is located.

6.0 Successors, Assigns, and Beneficiaries

Owner and Engineer each is hereby bound and the partners, successors, executors, administrators, and legal representatives of Owner and Engineer (and to the extent permitted herein the assigns of Owner and Engineer) are hereby bound to the other party to this Agreement and to the partners, successors, executors, administrators, and legal representatives (and said assigns) of such other party, in respect of all covenants, agreements, and obligations of this Agreement. Neither Owner nor Engineer may assign, sublet, or transfer any rights under or interest (including, but without limitation, moneys that are due or may become due) in this Agreement without the written consent of the other, except to the extent that any assignment, subletting, or transfer is mandated or restricted by law. Unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under this Agreement.

7.0 General Considerations

A. The standard of care for all professional engineering and related services performed or furnished by Engineer under this Agreement will be the care and skill ordinarily used by members of the subject profession practicing under similar circumstances at the same time and in the same locality. Engineer makes no warranties, express or implied, under this Agreement or otherwise, in connection with Engineer's services. Engineer and its consultants may use or rely upon the design services of others, including, but not limited to, contractors, manufacturers, and suppliers.

B. Engineer shall not at any time supervise, direct, or have control over any contractor's work, nor shall Engineer have authority over or responsibility for the means, methods, techniques, sequences, or procedures of construction selected or used by any contractor, for safety precautions and programs incident to a contractor's work progress, nor for any failure of any contractor to comply with laws and regulations applicable to contractor's work.

C. Engineer neither guarantees the performance of any contractor nor assumes responsibility for any contractor's failure to furnish and perform its work in accordance with the contract between Owner and such contractor.

D. Engineer shall not be responsible for the acts or omissions of any Contractor, Subcontractor, or Supplier, or of any of their agents or employees or of any other persons (except Engineer's own agents, employees, and Consultants) at the Site or otherwise furnishing or performing any Work; or for any decision made regarding the Contract Documents, or any application, interpretation, or clarification, of the Contract Documents, other than those made by Engineer.

E. All design documents prepared or furnished by Engineer are instruments of service, and Engineer retains an ownership and property interest (including the copyright and the right of reuse) in such documents, whether or not the Project is completed.

F. To the fullest extent permitted by law, Owner and Engineer (1) waive against each other, and the other's employees, officers, directors, agents, insurers, partners, and consultants, any and all claims for or entitlement to special, incidental, indirect, or consequential damages arising out of, resulting from, or in any way related to the Project, and (2) agree that Engineer's total liability to Owner under this Agreement shall be limited to \$50,000 or the total amount of compensation received by Engineer pursuant to the PROPOSAL, whichever is greater.

G. The parties acknowledge that Engineer's scope of services does not include any services related to a Hazardous Environmental Condition (the presence of asbestos, PCBs, petroleum, hazardous substances or waste, and radioactive materials) except as may be specifically defined in the Scope of Services. If Engineer or any other party encounters a Hazardous Environmental Condition, Engineer may, at its option and without liability for consequential or any other damages, suspend performance of services on the portion of the Project affected thereby until Owner: (i) retains appropriate specialist consultants or contractors to identify and, as appropriate, abate, remediate, or remove the Hazardous Environmental Condition; and (ii) warrants that the Site is in full compliance with applicable Laws and Regulations.

H. The services to be provided by Barton & Loguidice under this Agreement DO NOT INCLUDE advice or recommendations with respect to the issuance, structure, timing, terms or any other aspect of municipal securities, municipal derivatives, guaranteed investment contracts or investment strategies. Any opinions, advice, information or recommendations provided by Barton & Loguidice are understood by the parties to this Agreement to be strictly *engineering* opinions, advice, information or recommendations. Barton & Loguidice is not a "municipal advisor" as defined by 15 U.S.C. 78o-4 or the related rules of the Securities and Exchange Commission. The other parties to this Agreement should determine independently whether they require the services of a municipal advisor.

8.0 Dispute Resolution

Owner and Engineer agree to negotiate all disputes between them in good faith for a period of 30 days from the date of notice by either party of the existence of the dispute. If the parties fail to resolve a dispute through negotiation then Owner and Engineer agree that they shall first submit any and all unsettled claims, counterclaims, disputes, and other matters in question between them arising out of or relating to this Agreement or the breach thereof ("Disputes") to mediation by a mutually acceptable mediator. Owner and Engineer agree to participate in the mediation process in good faith and to share the cost of the mediation equally. The process shall be conducted on a confidential basis, and shall be completed within 120 days. If such mediation is unsuccessful in resolving a Dispute, then (1) the parties may mutually agree to a dispute resolution of their choice, or (2) either party may seek to have the Dispute resolved by a court of competent jurisdiction.

9.0 Accrual of Claims

All causes of action between the parties to this Agreement including those pertaining to acts, failures to act, failures to perform in accordance with the obligations of the Agreement or failures to perform in accordance with the standard of care shall be deemed to have accrued and the applicable statutes of limitations shall commence to run not later than either the date of Substantial Completion for acts, failures to act or failures to perform occurring prior to Substantial Completion, or the date of issuance of the Notice of Acceptability of Work for acts, failures to act or failures to perform occurring after Substantial Completion.

10.0 Total Agreement

This Agreement constitutes the entire agreement between Owner and Engineer and supersedes all prior written or oral understandings. In the event of a conflict with contractual provisions in a Purchase Order authorization related to this Agreement, the provisions of this Agreement shall control. This Agreement may only be amended, supplemented, modified, or canceled by a duly executed written instrument.

Barton & Loguidice
Billing Rates For Calendar Year 2022



Travel by passenger vehicle*IRS standard mileage rate
 Overnight travel & subsistenceat cost
 Telephone, postage, overnight delivery, etc.....at cost
 In-house printing Unit rate schedule for printed material
 Field equipment & expendablesUnit rate schedule
 Outside services including lab services & printingCost plus 15%

INDIVIDUAL TECHNICAL EMPLOYEES AT THE FOLLOWING HOURLY RATES:

<u>Billing Title</u>	<u>Hourly Rate</u>
Executive Manager	\$270.00
Manager V	\$232.00
Manager IV	\$210.00
Manager III	\$195.00
Manager II	\$183.00
Manager I	\$170.00
Professional VI	\$156.00
Professional V	\$140.00
Professional IV	\$126.00
Professional III	\$114.00
Professional II	\$99.00
Professional I	\$82.00
Technician VII	\$139.00
Technician VI	\$131.00
Technician V	\$115.00
Technician IV	\$107.00
Technician III	\$96.00
Technician II	\$80.00
Technician I	\$69.00
Construction III	\$131.00
Construction II	\$111.00
Construction I	\$99.00
Technical Assistant III	\$97.00
Technical Assistant II	\$82.00
Technical Assistant I	\$70.00

* IRS standard mileage rate in effect at time of travel (exclusive of operator time).

United States Senate

WASHINGTON, DC 20510-3203

April 12, 2022

The Honorable Tom Vilsack
Secretary
U.S. Department of the Agriculture
1400 Independence Avenue, SW Suite 520-A
Washington, DC 20250-0121

Dear Secretary Vilsack:

I am pleased to write in support of the application submitted by the County of Otsego Industrial Development Agency (COIDA) to the U.S. Department of Agriculture's Rural Innovation Stronger Economy (RISE) grant program.

The proposed Otsego County Acceleration Center is a public-private partnership committed to supporting the Southern Tier's burgeoning advanced electronics industry cluster. The close collaboration between partners will help entrepreneurs foster innovative concepts and deliver promising technologies to market. As the United States seeks to secure critical semiconductor supply chains, Otsego County is strategically positioned to further cultivate small and mid-sized advanced electronics manufacturing firms.

It is critical that rural, low-income areas like Otsego County have the opportunity to participate in the economic development benefits associated with microelectronics manufacturing, research, and development. The Otsego County Acceleration Center will stimulate the formation of new businesses in the advanced electronics manufacturing industry, create or retain 60 high-wage jobs, and serve 24 start-up companies. Overall, this project will strengthen the regional economy, maximize the use of productive assets between Albany and Binghamton, and help boost domestic supply chains in critical technology.

I applaud COIDA and the project partners for their foresight and sincerely hope the application is met with your approval. If you have questions, please do not hesitate to contact me or my grants coordinator at (202) 224-6542. Thank you for your consideration.

Sincerely,



Charles E. Schumer
United States Senator

**COUNTY OF OTSEGO INDUSTRIAL DEVELOPMENT AGENCY
OTSEGO COUNTY CAPITAL RESOURCE CORPORATION**

**PROJECTS COMMITTEE
April 14th, 2022
MEETING MINUTES**

CALL TO ORDER

The COIDA and OCCRC's joint Projects Committee meeting was called to order at 8:28am at the Otsego Now offices at 189 Main Street in Oneonta, NY. Members were given the option to attend the meeting virtually (v) or in-person. Members present included:

Andrew Marietta (v)
Patricia Kennedy (v)*
James Seward

David Rowley
Jeffrey Lord (v)

Also, in attendance:

STAFF
Jody Zakrevsky, **CEO**
Meaghan Marino, **Dir. of Finance and Admin.**

*departed before end of meeting.

CHAIR'S REMARKS

Projects Chair, C. Robinson, and Vice Chair, T. Amaro were absent from the meeting. Committee member, A. Marietta, moved immediately into the agenda.

MEETING MINUTES

A. Marietta requested a motion to approve the March 10th Project Committee meeting minutes. Committee members were given a draft copy of the minutes prior to the meeting for review. There being no corrections to be made, J. Lord made a motion to approve the meeting minutes. J. Seward seconded the motion, and the motion was approved by remaining board members.

CEO REPORT OF PROJECTS

J. Zakrevsky recapped some of his activities since the March Projects Committee meeting until now. He also provided members with a detailed update of some of the IDA's priority projects. The following topics were discussed in greater detail:

- **Oneonta Rail Yards** – J. Zakrevsky noted that Rambol Engineers is continuing their study of a geothermal system throughout the Rail Yards, and the Opportunity Exchange is continuing their market of the park, because of its location in an Opportunity Zone.
- **Richfield Springs (RS)** – J. Zakrevsky advised that he has advised the charter to focus on the developments of the business park, and not the developments of Andela Products/Ruby Lake Glass and their intention to move into the park. He pointed out “red flags” that were noted on the project charters, including inflated construction costs to the COVID-19 pandemic and the Public Service Commission (PSC) approval to extend natural gas into the park. He added that the agency and Barton & Loguidice have been hounding the PSC for further information, but has gotten nothing so far. There was a brief conversation regarding the lateral hook-up of the gas lines and the approval from PSC.

NEW/UNFINISHED BUSINESS

- **Senator Chuck Schumer** – J. Zakrevsky reminded members that Senator Chuck Schumer is coming to the Otsego Now offices tomorrow to discuss his support of the USDA funding for the Innovation and Acceleration Center. Local leaders and board members have all been invited to attend.
- **Systematic Power Manufacturing** – J. Zakrevsky is still working on a CDBG application for funding of new equipment for their Oneonta plant. He noted working on the application, but the computer system freezing and not allowing him to continue to work on it. He is currently working with their staff to help reopen the application to finalize. He felt that he was kicked out due to him not finishing the application in the allotted 60 days. He advised the committee that the reason it wasn't completed is because the public hearing for the project needed to be pushed back one month due to an error on the Town of Oneonta's part when posting the public hearing notice.
- **Barton & Loguidice** – Barton & Loguidice is currently administering the EDA grant for the Richfield Springs Business Park. They've submitted a proposal to administer other grants for the agency in the future. J. Zakrevsky explained that the fee would be up to \$30,000, but it would only be done on a time/material basis should the IDA request work from them.
- **PARIS** – J. Zakrevsky advised that all PARIS reports were submitted to the NYS ABO, but they were submitted about four days late. This was due to the financial audit not being completed and approved by the board until the first week of April.
- **NYS ABO** – J. Zakrevsky noted that the board received an email from the NYS ABO regarding items that were missing or needed to be updated on the agency's website. He advised members that staff is currently working on their list of items. He noted that they have requested that all active projects be listed on the website with their associated documents and resolutions. Many of these items go back longer than 10 years and require staff to look through old files, some in storage.

- **Foothills** – Foothills has an active loan in the amount of \$100,000 that the organization has made no payments on since they borrowed. They've requested a negotiated sum to close out the loan. J. Zakrevsky had advised the board that because the IDA cannot gift monies, he didn't feel that the IDA could forgive portions of this loan. However, he reached out to Joe Scott for advice, who advised that there can be a negotiated settlement. As part of that negotiation, the IDA would be required to see Foothill's financials, financial audits, and bank accounts to determine that they don't have a means to pay back the note. He advised the committee that he would request these items. Because Foothills has outstanding debt with other lenders, the IDA's position is that the agency receives the same percentages as other lenders.
- **Hickey Golf, Inc.** – There is a public hearing scheduled for April 20th for the Hickey Golf, Inc. project in the town of Hartwick at Town Hall.
- **Advanced Biotech** – J. Zakrevsky explained that when Advanced Biotech filled out the PILOT application with the IDA, under "anticipated benefits" (mortgage recording tax, waivers, real property tax abatements, and sales tax abatements) they advised that they would be saving \$80,000 in sales tax abatements. When J. Zakrevsky was completing the PARIS reports for Advanced Biotech, he asked them to submit their ST-340 form to the IDA, which they should have filed with NYS at the end of February. They never filed the form and when they started working on it, they realized that their sales tax exemptions needed to be much higher; closer to \$200,000. However, when the IDA board voting on the Advanced Biotech Approving Resolution, they only approved sales tax exemptions up to \$80,000, because that is what the company put on their application. The company advised J. Zakrevsky that they were unaware that the expected sales tax abatements on the application needed to be an exact number. J. Zakrevsky advised the company that if they handed out sales tax exemptions to contractors and the number went over \$80,000, the IDA is required by law to recapture that sales tax for NYS. J. Zakrevsky advised that the only way to rectify this situation would be to have a revised public hearing on this project and for the board to approve an increased amount for sales tax abatements. Their attorneys drafted a letter to the IDA explaining the situation and asking for consideration of adjusting the sales tax amounts. J. Lord suggested that anytime we receive a letter from legal counsel we should have our own legal counsel respond to address the details. He noticed that in their letter it's suggested that the IDA advised them to put \$80,000 in the application as a placeholder. J. Zakrevsky advised that our counsel is in contact with theirs, and that counsel would also have the paperwork ready for the next board meeting for the board to vote on approving another public hearing for this project.
- **Oneonta Business Park** – J. Zakrevsky advised that in the last two weeks there have been two interested parties in properties in the Oneonta Business Park. One is another halal meat processing facility. This project consists of restaurant owners out of the NY/NJ Metropolitan area who mainly use halal meat products and are working with the halal meat processing facility in Sidney to open a larger facility. They've advised that they don't need any financing or grant funding for this project. This project would result in approximately 15 new full-time jobs. J. Zakrevsky advised them that the property they are interested in is

located to close to a residence and would require a variance from the Town of Oneonta Zoning Board. The other interested party is a local resident who is looking to build event space in the Oneonta Business Park. J. Zakrevsky advised them that there is another interested party, to which they replied that they would immediately write a check to acquire the property. J. Zakrevsky advised them that they should also speak to the Town of Oneonta Zoning Board, as that spot is not zoned for event space, and they would need a variance. They are currently going through that process now. J. Lord questioned that if they should obtain a variance, does the IDA have any prohibition for targeted businesses in the park. J. Zakrevsky advised that he told them that even if they do receive the variance the board would need to seriously consider this sale, as there wouldn't be much job creation associated with event space. Members questioned why the client chose the Oneonta Business Park for their event space. J. Zakrevsky concluded it was because of its proximity and visibility from I-88 and that the site already has access to water/sewer. J. Lord also suggested that because the price of properties is so high right now, other property owners may have increased the purchase price on their properties, whereas the IDA is bound to selling properties at their appraised value.

ADJOURNMENT

There being no further business to discuss, D. Rowley made a motion to adjourn the Projects Committee meeting at 8:59am.

UPCOMING MEETING SCHEDULE

The next Projects Committee meeting will be held on May 12th, 2022 at 8:00am.