

A regular meeting of the Broome County Land Bank Corporation (the "Land Bank") was convened in public session in the Decker Room at the Broome County Public Library on Tuesday, April 23, 2024, at 3:30 p.m., local time.

The meeting was called to order by the Chairman and, upon roll being called, the following members of the Land Bank were:

PRESENT:	Aaron Martin	Chairman
	Thomas Augostini	Vice Chairman
	Christopher Dziedzic	Secretary
	Mike Sopchak	Treasurer
	Kyle Davis	Member
	Rich David	Member
	Wendy Hughes	Member
ABSENT:	Tarik Abdelazim	Member
	Christine Marchuska	Member

THE FOLLOWING PEOPLE WERE ALSO PRESENT:

Jessica Haas	Executive Director
Robert O'Donnell	Assistant Director

The following resolution was offered by M. Sopchak and seconded by C. Dziedzic to wit:

RESOLUTION RENEWING THREE (3) ONE-YEAR CONTRACT EXTENSIONS FOR ARCHITECTURAL & ENGINEERING DESIGN SERVICES FOR THE BROOME COUNTY LAND BANK CORPORATION TO DELTA ENGINEERS, ARCHITECTS, AND LAND SURVEYORS, D.P.C., 860 HOOPER ROAD, ENDWELL, NEW YORK 13760, KEYSTONE ASSOCIATES ARCHITECTS, ENGINEERS, AND SURVEYORS, LLC, 58 EXCHANGE STREET, BINGHAMTON, NEW YORK 13901, AND L2 STUDIO LOMBARDINI + LAYTON ARCHITECTURE, PLLC, 134 COURT STREET, BINGHAMTON, NEW YORK 13901, AND BE IT

FURTHER RESOLVED, THAT RESOLUTION 2022-16 AUTHORIZED AN OPTIONAL ONE-YEAR RENEWAL OF THESE SERVICES, WHICH THE LAND BANK AND SAID CONTRACTORS WISH TO ACT UPON, AND BE IT

FURTHER RESOLVED, THAT SUCH SERVICES WILL BE RENDERED ON AN AS-NEEDED BASIS FOR THE PERIOD OF JUNE 8, 2024 THROUGH JUNE 7, 2025, AND BE IT

FURTHER RESOLVED, THAT IN CONSIDERATION OF SAID SERVICES, THE LAND BANK SHALL CONTINUE TO PAY THE CONTRACTORS AT THE RATES ATTACHED HERETO AS EXHIBITS "A", "B", AND "C", TOTAL AMOUNT NOT TO EXCEED \$150,000 PER CONTRACTOR FOR THE TERM OF THE AGREEMENTS, AND BE IT

FURTHER RESOLVED, THAT THE EXECUTIVE DIRECTOR OR THEIR DESIGNEE IS HEREBY EMPOWERED TO EXECUTE AND DELIVER ANY AND ALL DOCUMENTS WITH RESPECT THERETO.

The question of the adoption of the foregoing Resolution was duly put to a vote which resulted as follows:

Aaron Martin	voting	Aye
Thomas Augostini	voting	Aye
Christopher Dziedzic	voting	Aye
Mike Sopchak	voting	Aye
Tarik Abdelazim	voting	Absent
Rich David	voting	Aye
Kyle Davis	voting	Aye
Wendy Hughes	voting	Aye
Christine Marchuska	voting	Absent

This Resolution shall take effect immediately.

STATE OF NEW YORK:

: ss.:

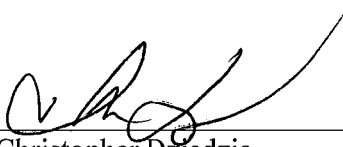
COUNTY OF BROOME:

I, the undersigned Secretary of the Broome County Land Bank Corporation (the "Land Bank"), do hereby certify that I have compared the foregoing extract of the minutes of the meeting of the members of the Land Bank, including the Resolution contained therein, held on Tuesday, April 23, 2024 with the original thereof on file in my office, and that the same is a true and correct copy of said original and of such Resolution set forth therein and of the whole of said original so far as the same relates to the subject matters therein referred to.

I FURTHER CERTIFY that (A) all members of the Land Bank had due notice of said meeting; (B) said meeting was in all respects duly held; (C) pursuant to Article 7 of the Public Officers Law (the "Open Meetings Law"), said meeting was open to the general public, and due notice of the time and place of said meeting was duly given in accordance with such Open Meetings Law; and (D) there was a quorum of the members of the Land Bank present throughout said meeting.

I FURTHER CERTIFY that, as of the date hereof, the attached Resolution is in full force and effect and has not been amended, repealed or rescinded.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Land Bank this 23 day of April, 2024.



Christopher Dziezic
Secretary

(SEAL)

2022 RATE SCHEDULE

Effective Thru: 12/31/22

**LABOR**

TITLE	HOURLY RATE
PRINCIPAL	\$200
SENIOR PROJECT MANAGER	\$185
PROJECT MANAGER	\$160
PROFESSIONAL LAND SURVEYOR	\$140
SENIOR PROJECT ARCHITECT/ENGINEER	\$140
PROJECT ARCHITECT/ENGINEER	\$115
SENIOR ARCHITECT/ENGINEER	\$105
INTERIOR DESIGNER	\$100
ARCHITECT/ENGINEER	\$95
ASSISTANT ARCHITECT/ENGINEER	\$85
SENIOR TECHNICIAN	\$80
TECHNICIAN	\$65
ASSISTANT TECHNICIAN	\$45
ADMINISTRATIVE ASSISTANT	\$65
SENIOR ENVIRONMENTAL SCIENTIST	\$135
ENVIRONMENTAL SCIENTIST	\$85
INDUSTRIAL HYGIENIST	\$65
PARTY CHIEF	\$100
SURVEY TECHNICIAN	\$80
CONSTRUCTION SUPERVISOR	\$145
LEVEL 4 INSPECTOR	\$125
LEVEL 3 INSPECTOR	\$115
LEVEL 2 INSPECTOR	\$85

REIMBURSABLE EXPENSES

ITEM	BILLING RATE
MILEAGE	AT IRS RATE
MEALS/LODGING	AT COST
PRINTS (ANY SIZE)	\$ 0.25/Square Foot
VELLUM	\$ 0.50/Square Foot
MYLAR	\$ 0.75/Square Foot
PHOTOCOPIES	\$ 0.10/Sheet
OVERNIGHT SHIPPING (UPS, FEDERAL EXPRESS, ETC.)	AT COST
SUBCONTRACT SERVICES	COST + 10%
HIGH DEFINITION LASER SCANNER	\$500/Day; \$250/Half Day
CONSUMABLE INSPECTION / FIELD SUPPLIES	AT COST



2022 FEE SCHEDULE

HOURLY RATES			
Managing Member / Member	\$170.00/Hour	Certified Code Official	\$ 90.00/Hour
Sr. Architect / Sr. Engineer / Sr. Surveyor	\$140.00/Hour	Sustainability Manager	\$ 80.00/Hour
Architect / Engineer / Surveyor	\$120.00/Hour	Environmental Scientist	\$ 75.00/Hour
Landscape Architect	\$120.00/Hour	Sr. Technician	\$ 80.00/Hour
Sr. Environmental Scientist	\$120.00/Hour	Survey Technician	\$ 80.00/Hour
Sr. Construction Manager	\$110.00/Hour	Technician	\$ 70.00/Hour
Sr. Designer	\$120.00/Hour	Construction Administrator	\$ 70.00/Hour
Designer	\$ 90.00/Hour	Administration	\$ 60.00/Hour

ADDITIONAL RATES	
One (1) Man Crew w/GPS or Robotic	\$100.00/Hour
Expert Testimony & Related Investigations	\$150.00/Hour
NYS Prevailing Wage Rates One (1) Man Crew Two (2) Man Crew Three (3) Man Crew (All counties except as follows: Delaware, Orange, Rockland, Sullivan, Ulster Counties)	\$120.00/Hour \$240.00/Hour \$360.00/Hour
NYS Prevailing Wage Rates for Delaware, Orange, Rockland, Sullivan, Ulster Counties One (1) Man Crew Two (2) Man Crew Three (3) Man Crew	\$140.00/Hour \$280.00/Hour \$420.00/Hour

The above hourly rates include compensation for professional, technical and non-technical personnel time, equipment, materials, and overhead, which ordinarily would be incurred during the performance of our work. Services are normally billed monthly. A finance charge of 1.5% per month will be billed on all accounts not paid within 30 days of the invoice date. Member designates ownership percentage of firm.

The following reimbursable expenses are also included for your information:

REIMBURSABLE EXPENSES			
Reproduction/Prints		Postage/Courier	
In-House Prints 24x36	\$2.50/Each	Bulk Postage, Express Mail, UPS, FedEx, DHL, etc.	Cost + 15%
In-House Prints 30x42	\$3.00/Each	Miscellaneous	
In-House Mylars 24x36	\$10.00/Each	Consumable Supplies (Project Related)	Cost + 15%
In-House Mylars 30x42	\$15.00/Each	Outside Services	Cost + 15%
Photocopies		Geotechnical Drilling Services	Cost + 15%
In-House Service 8-1/2x11	\$0.15/Each	Travel	
In-House Service 8-1/2x14	\$0.20/Each	Mileage	\$0.60/Mile
In-House Service 11x17	\$0.30/Each	Meals/Lodging	Cost + 15%
Outside Services	Cost + 15%	Vehicle Rental/Fuel	Cost + 15%

SCHEDULE OF BILLING RATES

Principal	\$200
Professional Engineer [Licensed]	\$150
Design Engineer	\$125
Designer	\$100
CAD Operator	\$70
Construction Administrator	\$125
Administrative	\$60

Hourly Rates

<i>Principal Structural Engineer, PE</i>	\$150
<i>Senior Structural Engineer, PE</i>	\$120
<i>Structural Designer</i>	\$80
<i>CAD/Revit Drafter</i>	\$75

Reimbursables

<i>Mileage</i>	Federal Rate
<i>Travel Expenses (Food, lodging)</i>	Cost
<i>FedEx, UPS, US Postal</i>	Cost
<i>Subcontract Management</i>	Cost + 5%

Reproductions/Printing

<i>Arch D - 24" x 36" Black and White</i>	\$1.25 Per Each
<i>Arch D - 24" x 36" Color</i>	\$2.50 Per Each
<i>Letter - 8-1/2" x 11" Black and White</i>	\$0.05 Per Each
<i>Letter - 8-1/2" x 11" Color</i>	\$0.15 Per Each



Hourly Rate Schedule - 2022

The following fees will apply to basic services and/or additional services designated to be billed hourly.

<u>Personnel</u>	<u>Hourly Billing Rate</u>
Architectural Services	
Partner	\$185.00
Senior Project Architect	\$145.00
Interior Designer	\$100.00
Architectural Design/drafter	\$ 80.00
MEP Engineering Services	
Principal	\$209.00
Senior Engineer	\$150.00
Staff Engineer - Mechanical	\$125.00
Staff Engineer - Electrical	\$135.00
Staff Engineer - Plumbing	\$125.00
Engineer Designer/ Drafter	\$ 75.00
Administrative Support	\$ 65.00
Structural Engineering Services	
Project Engineer, Licensed PE	\$135.00
Civil/Site Engineering Services	
Principal	\$135.00
Senior Engineer	\$120.00
Staff Engineer	\$ 95.00
Junior Staff Engineer	\$ 75.00
Engineering Technician	\$ 70.00
Administrative Support	\$ 50.00

Typical reimbursable expenses may include (but are not limited to):

- Travel/ Mileage Expense: IRS Standard mileage rate for 2022 is \$0.585/mile
- Postage, Shipping and Handling Cost
- Black and White Reprographics
 - 8 ½ x 11 plans = \$0.60 per sheet
 - 11 x 17 plans = \$1.20 per sheet
 - 24 x 36 plans = \$6.00 per sheet
 - 30 x 42 plans = \$8.00 per sheet
- Hi-Resolution Color Reprographics (Presentation Drawings, Artwork, etc.)
 - 8 ½ x 11 plans = \$1.20 per sheet
 - 11 x 17 plans = \$2.40 per sheet

Hourly Rates and Reimbursable expenses are effective through December 31, 2022