

Onondaga County Industrial Development Agency  
Special Meeting Minutes  
August 29, 2019

A regular meeting of the Onondaga County Industrial Development Agency was held on Thursday, August 29, 2019 at the 333 West Washington Street, Syracuse, New York in the large conference room on the first floor.

Steve Morgan called the meeting to order at 8:01 am with the following:

PRESENT:

Patrick Hogan  
Janice Herzog  
Steve Morgan  
Susan Stanczyk  
Kevin Ryan

DELAYED:

Fanny Villarreal

ABSENT:

Victor Ianno

ALSO PRESENT:

Robert Petrovich, Executive Director  
Genevieve A. Suits, Secretary  
Nate Stevens, Treasurer  
Karen Doster, Recording Secretary, Agency  
Tony Rivizzigno, Barclay Damon Law Firm  
Amanda Mirabito, Barclay Damon Law Firm  
Jeff Davis, Barclay Damon Law Firm  
Carolyn Evans Dean, Office of Economic Development  
Emily Long, Office of Economic Development

APPROVAL OF REGULAR MEETING MINUTES –AUGUST 20, 2019

Upon a motion by Steve Morgan, seconded by Susan Stanczyk, the OCIDA Board approved the regular meeting minutes of August 20, 2019 and June 19, 2019. Motion was carried.

CONFLICT OF INTEREST DISCLOSURE

The Conflict of Interest Statement was circulated and there were no comments.

OCIDA ENGINEERING SERVICES RFP VENDOR(S) APPOINTMENT(S)

Robert Petrovich stated in anticipation of future projects a request for proposal was issued from this office for technical support that would be required on future projects. He stated an RFP was crafted looking for rates and experience in bandwidth for particular areas related to site plan review, development, traffic etc. He stated it was sent to 7 firms and 6 responded. He stated because of the number of issues, some related to potential conflicts, staff wanted to have a menu of firms qualified to help with technical issues on projects. He stated it is staff recommendation that the Agency contract with the 6 firms listed and as specific project demands, requirements and technical activities necessary for project review come forward we would use any of the firms. He stated his recommendation moving forward getting the firms under contract.

Steve Morgan asked if all six will be under contract and then staff would select which one to use. Robert Petrovich stated yes. He stated this doesn't mean all six are working all the time or one firm is getting all the work. He stated staff wants to have a sufficient bench.

Steve Morgan asked if the firms are aware of that. Robert Petrovich stated they are going to be made aware.

Robert Petrovich stated GHD elected not to submit.

Janice Herzog asked if the contract will be based on specifications listed on their submission. Robert Petrovich stated yes. He stated rates, bandwidth, skills etc. He stated generally we are looking for help in the area of environmental traffic and all SEQR related topics.

Janice Herzog asked how the firm will be selected. Robert Petrovich stated the procurement officer will choose. He stated staff would see what the requirements are, look at the list to see who does and doesn't have a conflict, who can and can't do the work then move forward with a request for a scope and a cost. He stated that would be then be evaluated to move forward.

Upon a motion by Kevin Ryan, seconded by Susan Stanczyk, the OCIDA Board approved a resolution appointing the vendors (Arcadis, Barton & Loguidice, C & S Companies, CHA Consulting, Inc., JMT Engineering, O'Brien & Gere) based on the results of the RFP issued in August 2019. Motion was carried.

Robert Petrovich stated he is asking the Board to enter into an attorney/client session. He stated there is a legal question that needs to be discussed with the Agency attorneys. He stated Barclay Damon who is present will enter into an attorney/client session which is not an executive session and therefore no votes are required but asked the members of the public to leave the meeting.

(Fanny Villarreal arrived at meeting.)

(8:07 went into Attorney/Client Session)

(8:32 am out of Attorney/Client Session)

Upon a motion by Janice Herzog, seconded by Steve Morgan, the OCIDA Board adjourned the meeting at 8:32 am. Motion was carried.

  
Genevieve A. Suitts, Secretary