

# Empire State Development

August 6, 2014

Ms. Alicia Dicks  
President  
Fort Schuyler Management Corporation  
100 Seymour Drive  
Utica, New York 13502

Re: Fort Schuyler Management Corporation/Information Technologies Innovation and Commercialization Hub Capital, Project #Z254

Dear Ms. Dicks:

I am pleased to enclose three signed Grant Disbursement Agreements ("GDA") for the above-referenced project. Please **execute all copies and return one original** to Jean Williams, your Project Manager, within 30 days, with the following attachments:

- A completed IRS W-9 form necessary for taxpayer identification (use enclosed form).
- Opinion of Counsel letter, as required by the GDA.
- Exhibit G-1, M/WBE Participation / Equal Opportunity Policy Statement.
- Wire transfer information in the form of a letter from a financial officer of the grantee certifying the bank name, account name, account number and ABA routing number.
- A check for 1% of the grant amount (\$550,000) and reimbursement of out-of-pocket public hearing-related expenses in the amount of \$948.40, for a total of \$550,948.40.
- Copies of all insurance policies (or certificates thereof) for the required insurance coverages as stated in Section 12 of the GDA.

Please be advised that disbursement of funds may occur after ESD receives the grant funds and receives one fully executed GDA and all required documentation in a form acceptable to ESD, and any fees or reimbursement for expenses specified, as consistent with all relevant exhibits of the GDA.

Please contact Jean Williams, your Project Manager, at (716) 846-8243 should you have any questions. We look forward to working with you on this project.

Sincerely,



Susan Shaffer  
Senior Vice President, Loans and Grants

#### Attachments

C: Jean Williams  
Christina Orsi

633 Third Avenue | New York, NY 10017 | (212) 803-3100

[www.esd.ny.gov](http://www.esd.ny.gov)

**CAPITAL GRANT**

This **GRANT DISBURSEMENT AGREEMENT** includes all exhibits and attachments hereto and is made on the terms and by the parties listed below and relates to the Project described below:

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**NEW YORK STATE  
URBAN DEVELOPMENT  
CORPORATION d/b/a  
EMPIRE STATE DEVELOPMENT  
("ESD" or "GRANTOR"):** 95 Perry Street, Suite 500  
Buffalo, New York 14203-3030  
Contact: Ms. Jean Williams, Senior Project Manager  
Phone: (716) 846-8243  
Fax: (716) 846-8260  
E-mail: [jwilliams@esd.ny.gov](mailto:jwilliams@esd.ny.gov)

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**THE GRANTEE:** Fort Schuyler Management Corporation  
100 Seymour Drive  
Utica, New York 13502  
Contact: Ms. Alicia Dicks, President  
Phone: (315) 792-7306  
E-mail: [adicks@ftsmc.org](mailto:adicks@ftsmc.org)  
Federal Taxpayer ID#: 27-1459023

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**BENEFICIARY:** International Business Machines Corporation  
2070 Rte 52  
Hope Junction, New York 12533  
Contact: Mr. Michael Cadigan, General Manager  
Phone: (845) 894-2121

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**PROJECT NAME:** Fort Schuyler Management Corporation/Information  
Technologies Innovation and Commercialization Hub  
Capital

**PROJECT LOCATIONS:** Key Center, 40-50 Fountain Plaza, Buffalo, Erie County\*  
1580 Route 52, Town of East Fishkill, Dutchess County  
1101 Kitchawan Road, Yorktown Heights, Westchester  
County  
2455 South Road, Poughkeepsie, Dutchess County  
100 Seymour Road, Utica, Oneida County  
257 County Road 156, Albany, Albany County

\*Project activity site; others are job-retention sites

**PROJECT NUMBER:** Z254

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**CAPITAL GRANT, continued**

**GRANT AMOUNT:** \$55,000,000

**FUNDING SOURCE:** Buffalo Regional Innovation Cluster Fund

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**ESD APPROVAL DATE:** June 27, 2014

**PACB APPROVAL DATE:** July 16, 2014

**EXPIRATION DATE:** December 31, 2025

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TERMS AND CONDITIONS

1. The Project

The Grantee shall:

- (a) complete the project as set forth in the ESD General Project Plan attached hereto as Exhibit A (the "Project").
- (b) comply with the design and construction requirements attached hereto as Exhibit B.

2. Employment Goals & Reporting

- (a) The Grantee represents and warrants that it currently employs not less than the Baseline Employment (as hereinafter defined) set forth in Exhibit C to this Agreement and that it shall (i) achieve the employment goals as set forth in Exhibit C by retaining existing or hiring new Full-time Permanent Employees or (ii) repay a portion of the Grant as set forth in Exhibit C.
- (b) For purposes of this Agreement, a Full-time Permanent Employee shall mean (i) a full-time, permanent, private-sector employee on the Grantee's payroll, who has worked at the Project Locations for a minimum of thirty-five hours per week for not less than four consecutive weeks and who is entitled to receive the usual and customary fringe benefits extended by Grantee to other employees with comparable rank and duties; or (ii) two part-time, permanent, private-sector employees on Grantee's payroll, who have worked at the Project Locations for a combined minimum of thirty-five hours per week for not less than four consecutive weeks and who are entitled to receive the usual and customary fringe benefits extended by Grantee to other employees with comparable rank and duties. Baseline Employment shall mean the number of Full-time Permanent Employees set forth in Exhibit C.
- (c) Grantee shall submit, by February 1 of each year during the term of this Agreement, the Employment Reporting Form attached hereto as Exhibit H, indicating the average number of Grantee's Full-time Permanent Employees for the 12 month period ending as of December 31 of the prior year. Full-time Permanent Employee Count, for each calendar year during the term of this Agreement, shall mean the greater of (i) the average number of Full-time Permanent Employees for the prior calendar year, computed by adding the number of Full-time Permanent Employees as of the Grantee's last payroll date in the months of March, June, September and December and dividing that sum by 4, or (ii) the number of Full-time Permanent Employees as of the Grantee's last payroll date in December of such year.

### 3. Conditions Precedent to Disbursement of the Grant

No grant funds shall be disbursed unless the Grantee is in compliance with the Terms and Conditions of this Agreement, including, but not limited to, Exhibit E (Disbursement Terms), and the following conditions have been satisfied (and as to 3(d) and 3(e) below continue to be satisfied prior to each disbursement):

- (a) If the Grant Amount exceeds \$100,000, or if, as described in Exhibit A, it is expected that there will be additional grants that in the aggregate exceed \$100,000, ESD has received an opinion of Grantee's counsel, in substantially the form appended to this Agreement as Exhibit D.
- (b) Any necessary approval has been issued by the Director of the Budget of the State of New York, and the Grant funds have been received by ESD.
- (c) ESD has received a commitment fee, plus out-of-pocket expenses incurred by ESD in the making of the Grant, if any, as set forth in Exhibit E.
- (d) There have been no materially adverse changes in the financial condition of the Grantee since the date of submission of its application to ESD.
- (e) The Grantee employs at least the Baseline Employment as evidenced by the Employment Reporting Form attached hereto as Exhibit H.

### 4. Disbursement and Recapture Terms

Subject to the terms and conditions contained in this Agreement, ESD shall disburse the Grant to the Grantee as follows:

- (a) ESD shall reimburse the Grantee for Project expenditures incurred by the Grantee as set forth in Exhibit E to this Agreement. Disbursements will be made upon submittal to ESD of a Payment Requisition Form, together with such supporting documentation as ESD may require, in the form attached to this Agreement as Exhibit F and its attachments, and Exhibit H.
- (b) In no event will ESD make any payment which would cause ESD's aggregate disbursements to exceed the Grant Amount.
- (c) The Grant, or a portion thereof, may be subject to recapture by ESD as provided in Exhibit C.

5. Non Discrimination and Contractor & Supplier Diversity

The Grantee will comply with ESD's Non-Discrimination and Contractor & Supplier Diversity policies set forth in Exhibit G to this Agreement.

6. No Liability of ESD

ESD shall not in any event whatsoever be liable for any injury or damage, cost or expense of any nature whatsoever that occurs as a result of or in any way in connection with the Project and the Grantee hereby agrees to indemnify and hold harmless ESD, the State and their respective agents, officers, employees and directors (collectively, the "Indemnitees") from and against any and all such liability other than that caused by the gross negligence or the willful misconduct of the Indemnitees.

7. Responsibility Provisions

- (a) The Grantee shall at all times during the Agreement term remain responsible. The Grantee agrees, if requested by the President and Chief Executive Officer of ESD or his or her designee, to present evidence of its continuing legal authority to do business in New York State, integrity, experience, ability, prior performance, and organizational and financial capacity.
- (b) The President and Chief Executive Officer of ESD or his or her designee, in his or her sole discretion, reserves the right to suspend any or all activities under this Agreement, at any time, when he or she discovers information that calls into question the responsibility of the Grantee. In the event of such suspension, the Grantee will be given written notice outlining the particulars of such suspension. Upon issuance of such notice, the Grantee must comply with the terms of the suspension order. Activities under this Agreement may resume at such time as the President and Chief Executive Officer of ESD or his or her designee issues a written notice authorizing a resumption of performance under this Agreement.
- (c) Upon written notice to the Grantee, and a reasonable opportunity to be heard with appropriate ESD officials or staff, this Agreement may be terminated by the President and Chief Executive Officer of ESD or his or her designee at the Grantee's expense where the Grantee is determined by the President and Chief Executive Officer of ESD or his or her designee to be non-responsible. In such event, the President and Chief Executive Officer of ESD or his or her designee may complete the requirements of this Agreement in any manner he or she deem advisable and pursue available legal or equitable remedies for breach.

## 8. Representations, Warranties and Covenants

The Grantee represents, warrants and covenants that:

- (a) It has full power and authority to execute and deliver this Agreement and to perform its obligations hereunder.
- (b) This Agreement was duly authorized, executed and delivered by the Grantee and is binding and enforceable against the Grantee in accordance with its terms.
- (c) It is a duly organized corporation, validly existing and in good standing under the laws of the State of its incorporation, has the corporate power and authority to own its assets and to transact the business in which it is now engaged or proposed to be engaged and is duly qualified as a foreign corporation and in good standing under the laws of each other jurisdiction in which such qualification is required and shall maintain its corporate existence in good standing in each such jurisdiction.
- (d) There are no actions, suits or proceedings or, to the knowledge of Grantee, threatened against, or affecting Grantee before any court, governmental entity or arbitrator, which may, in any one case or in the aggregate, materially adversely affect the financial condition, operations, properties or business of the Grantee, except as may have been disclosed in writing to ESD.
- (e) Grantee is in compliance and shall continue to comply in all material respects with all material applicable laws, rules, regulations and orders.
- (f) The information contained in the application submitted by the Grantee in connection with the project and the Grant, as such application may have been amended or supplemented (the "Application"), is incorporated herein by reference in its entirety. In the event of an inconsistency between the descriptions, conditions, and terms of this Agreement and those contained in the Application, the provisions of this Agreement shall govern. The Grantee hereby acknowledges that ESD has relied on the statements and representations made by the Grantee in the Application in making the Grant. The Grantee hereby represents and warrants that it has made no material misstatement or omission of fact in the Application or otherwise in connection with the Grant and, except as otherwise disclosed in writing to ESD, there has been no adverse material change in the financial condition of Grantee from the date of submission of the Application to the date hereof and that all other the information contained in the Application continues on the date hereof to be materially correct and complete.
- (g) The Grantee covenants that it will neither hold itself out as, nor claim to be an officer, employee, agent or representative of ESD or the State by reason hereof, and that it will not by reason thereof, make any claim, demand or application for any right or privilege applicable to an officer, employee, agent or representative of ESD or the State, including without limitation, worker's compensation coverage,

unemployment insurance benefits, social security coverage or retirement membership or credit.

- (h) Neither the Grantee nor any of the members of its Board of Directors or other governing body or its employees have given anything of value to influence any official act or the judgment of any person in the award of the Grant or the performance of any of the terms of this Agreement.
- (i) It shall maintain business operations at the Project Locations for the term of this Agreement.
- (j) The Grant shall be used solely for Project expenses in accordance with the terms and conditions of this Agreement.
- (k) The Grantee is solely responsible and has sufficient funding for all Project costs in excess of the Grant.
- (l) Grantee will use ESD grant funds, and submit payment requisitions, exclusively for eligible expenses related to capital works or purposes in accordance with IRS rules and regulations relating to ESD's bonds and in accordance with the New York Debt Reform Act. Grantee acknowledges that grant funds must be used solely for authorized capital purposes and not for operating expenses or other working capital items or non-capital purposes, irrespective of whether the funds are still used for the benefit of the Project. Grantee acknowledges that the consequences of breaching this covenant could result in violations of state law and/or large bond issuances being treated as taxable instead of tax exempt for federal and state tax purposes, loss of certain federal subsidies to the state, adverse ratings changes for such bonds, and disproportionate negative financial consequences to the state and bondholders. Grantee recognizes its financial obligations, risks and liabilities for breach of this covenant. ESD may, from time to time, request information from Grantee to confirm its compliance with this covenant and Grantee acknowledges its obligation under Section 9 (a) (ii) of the GDA to provide information upon request to ESD.
- (m) Grantee is in compliance and shall continue to comply with Section 7 of this Agreement.

#### 9. Default and Remedies

- (a) Each of the following shall constitute a default by the Grantee under this Agreement:
  - (i) Failure to perform or observe any obligation or covenant of the Grantee contained herein, other than an employment default as set forth in (iv) below, to the reasonable satisfaction of ESD and within the time frames established under this Agreement.



- (ii) Failure to comply with any request for information reasonably made by ESD to determine compliance by the Grantee with the terms of this Agreement or otherwise reasonably requested by ESD in connection with the Grant.
  - (iii) The making by the Grantee of any false statement or the omission by the Grantee to state any material fact in or in connection with this Agreement or the Grant.
  - (iv) Failure of the Grantee, for any time period, to meet the minimum employment goals required by Exhibit C.
  - (v) A default beyond any applicable grace period by the Grantee, or any entity which Grantee directly or indirectly controls, is controlled by, or is under common control with, under any other agreement with ESD.
  - (vi) Any manifestation, on the part of the Grantee, of an intention either: (x) to terminate and/or (y) to restructure, under the terms of any bankruptcy or insolvency statute or law, its business at the Project Locations. This includes, without limitation, the announced or actual cessation of business activities at the Project Locations, the initiation of proceedings under any dissolution statute, or the execution of an assignment for the benefit of creditors, or the solicitation of any composition and/or arrangement with creditors, or the issuance of "closing" or "termination" notices to employees under any state or federal statute, or the filing of any voluntary petition under any chapter of the United States Bankruptcy Code, or the failure by the Grantee to obtain the dismissal, within sixty (60) days of filing, of any involuntary proceeding brought under any chapter of the United States Bankruptcy Code.
  - (vii) If the number of the Grantee's Full-Time Permanent Employees, as that term is defined in this Agreement, that are situated at the Project Locations as of the Grantee's last payroll date on or prior to the end of any quarter (with the quarters being those the quarterly dates of March 31, June 30, September 30 and December 31, as set forth in the Report of Employment that is annexed as Exhibit H to this Agreement) is less than fifty percent (50%) of the number of Full Time-Permanent Employees, situated at the Project Locations, required in accordance with the Employment Goals that are to be achieved as of the next Reporting Date, as specified in Exhibit C.
  - (viii) Failure by the Grantee, for any period of time, to comply with Section 7 of this Agreement.
- (b) Upon the serving of notice to the Grantee of the occurrence of a default (which notice shall specify the nature of the default), ESD shall have the right to terminate this Agreement, provided however, that if the default is pursuant to paragraph 9(a)(i) or 9(a)(ii), no default shall be deemed to have occurred if Grantee cures such

default within ten (10) days of notice of default from ESD, or if the default pursuant to paragraph 9(a)(i) or 9(a)(ii) cannot be reasonably cured within such ten day period, Grantee commences to cure such default within the ten day cure period and cures the default within ninety (90) days thereafter, provided further that ESD shall not be obligated to make any disbursements during any such cure period. Defaults occurring under the terms and provisions of paragraph 9(a)(iii), 9(a)(iv), 9(a)(v), 9(a)(vi) and 9(a)(vii) are not subject to the cure provisions provided herein.

- (c) Upon termination of this Agreement, ESD may (i) withhold any Grant proceeds not yet disbursed and (ii) require repayment of Grant proceeds disbursed to the Grantee in accordance with Exhibit C of this Agreement. Notwithstanding the foregoing, if ESD determines that any Grant proceeds had previously been released based upon fraudulent representations or other willful misconduct, ESD may require repayment of all funds and may refer the matter to the appropriate authorities for prosecution. ESD shall be entitled to exercise any other rights and seek any other remedies provided by law.

#### 10. Term

The term of this Agreement shall commence on the date hereof and expire on the Expiration Date, as set forth on the first page of this Agreement.

#### 11. Books and Records; Project Audit

- (a) The Grantee will maintain accurate books and records concerning the project for the term of this Agreement and for three (3) years from the expiration or earlier termination of this Agreement and will make those books and records available to ESD, its agents, officers and employees during Grantee's business hours upon reasonable request.
- (b) ESD shall have the right, upon reasonable notice, to conduct, or cause to be conducted, one or more audits, including field inspections, of the Grantee to assure that the Grantee is in compliance with this Agreement. This right to audit shall continue for three (3) years following the expiration or earlier termination of this Agreement.

#### 12. Maintenance of Insurance

Grantee shall maintain in full force and effect insurance, including, but not limited to, the insurance described hereafter, in such amounts and covering such risks as Grantor may require from time to time naming Grantor as an additional insured on a primary and non-contributory basis, with full waiver of subrogation.

- (a) The Grantee shall keep the buildings at the Project Locations and the building equipment insured against: (i) loss by fire, (ii) additional perils customarily covered under an all-risk policy and (iii) flood hazard, if the Project Locations is located in an

area identified by the Secretary of Housing and Urban Development as an area having special flood hazards and in which flood insurance has been made available under the National Flood Insurance Act of 1968, as amended. The insurance required in this paragraph (a) shall provide coverage for an amount not less than the full replacement value of the buildings at the Project Locations and the building equipment, or such other amount as the Grantor may reasonably require, provided that (i) the amount of insurance coverage shall be in an amount sufficient to satisfy, at all times, any co-insurance requirements, and (ii) the amount of any flood hazard insurance shall not exceed the maximum amount of coverage available under the National Flood Insurance Act. For the purposes hereof, the replacement value of the buildings on the Project Locations and the building equipment shall be determined by a qualified appraiser satisfactory to the Grantor.

- (b) When and to the extent required by the Grantor, the Grantee shall maintain in full force and effect insurance against (i) loss of rental income, (ii) loss of business income, (iii) damages to boiler, and (iv) any other risk as is customary in the industry of the Grantee. The insurance required in this paragraph (b) shall provide coverage in an amount satisfactory to Grantor.
- (c) The Grantee shall maintain Commercial General Liability Insurance providing both bodily injury (including death) and property damage insurance in a limit not less than One Million Dollars (\$1,000,000) per occurrence, Two Million Dollars (\$2,000,000) aggregate and Five Million Dollars (\$5,000,000) umbrella. Grantor and each of its directors, officers, employees, agents and representatives shall be additional insureds and certificate holders, on a primary and non-participatory basis, with full waive of subrogation (General Liability Additional Insured Endorsement shall be on Insurance Service Office's (ISO) form number CG 20 26 11 85).
- (d) All insurance required in this Section shall be issued by companies authorized to do business in the State of New York, satisfactory to Grantor pursuant to policies satisfactory to Grantor in form and substance. Without limiting the generality of the foregoing, the policies of insurance required hereby shall provide for thirty (30) days, or ten (10) days for non-payment, prior written notice of cancellation to Grantor and shall include a primary Loss Payee Provision in favor of Grantor, to the fullest extent of their insurable interests.
- (e) The Grantee shall give prompt written notice to the Grantor in the event of substantial damage to the Project Location by reason of fire or other hazard or casualty.
- (f) Notwithstanding the provisions of Subdivision 4 of Section 254 of the Real Property Law, the Grantor shall be entitled to retain and apply the proceeds of any insurance required hereby to the payment of any obligations or, in the sole discretion of the Grantor, apply any or all such proceeds to the cost of restoration of the Project Location, in which case the Grantee shall proceed with reasonable diligence to repair, replace or rebuild the Project Locations to substantially their condition prior

to such damage in full compliance with all legal requirements.

- (g) The Grantee shall provide the Grantor with copies of all certificates for the required insurance coverages in form and substance satisfactory to the Grantor. In addition, the Grantee shall provide the Grantor with copies of renewal certificates or temporary binders in the event renewal policies have not been issued, in a timely manner. The Grantee must, in any event, provide Grantor with satisfactory confirmation of renewal coverage by the renewal date.
- (h) In the event that the Grantee fails to maintain the insurance required hereby, the Grantor may obtain such insurance and pay the premiums therefor and the Grantee shall, on demand, reimburse the Grantor for any insurance premiums paid, together with interest thereon computed at the highest rate per annum allowable under New York State law.
- (i) The Grantee will not take any action, or permit any condition to exist, with respect to the Project Locations which may, in any manner, partially or wholly invalidate the insurance on the Project Locations required hereby.

### 13. Survival of Provisions

It is agreed that: (a) the provisions of Sections 6, 8(g), (j) and (l) and 9, 11, 12, 13, 14, 15, 16, 17, 18, 21 and 22 (except insofar as any of the aforesaid Sections have been waived in accordance with the terms of Exhibit I to this Agreement) shall survive the expiration or early termination of this Agreement; and (b) such expiration or early termination shall not serve to limit, alter or modify any of the Grantee's obligations or responsibilities under the aforesaid Sections, and/or ESD's rights under such Sections, referenced in subsection (a) of this Section 13 of this Agreement. It is further agreed, moreover, that notwithstanding the expiration or early termination of this Agreement, ESD shall nevertheless retain the right to pursue, through and until the expiration of any applicable period of limitations established under the statutory or common law of the State of New York, any claim or claims arising from any Section of this Agreement, including but not limited to the above referenced Sections 6, 8(g), (j) and (l) and 9, 11, 12, 13, 14, 15, 16, 17, 18, 21 and 22 of this Agreement, and the expiration or early termination of this Agreement shall not constitute a defense to any such timely filed claim or cause of action that is asserted on ESD's behalf.

### 14. Notices

- (a) All notices, demands, requests or other communications permitted or required hereunder shall be in writing and shall be transmitted either:
  - (i) via certified or registered United States mail, return receipt requested;
  - (ii) by facsimile transmission;
  - (iii) by personal delivery;
  - (iv) by expedited delivery service; or
  - (v) by e-mail.

Such notices shall be addressed as follows or to such different addresses as the parties may from time-to-time designate:

Empire State Development

Name: Ms. Jean Williams  
Title: Senior Project Manager  
Address: 95 Perry Street, Suite 500, Buffalo, New York 14203-3030  
Telephone Number: (716) 846-8243  
Facsimile Number: (716) 846-8260  
E-Mail Address: [williams@esd.ny.gov](mailto:williams@esd.ny.gov)

With a copy to:

Title: General Counsel  
Address: 633 Third Avenue, 34<sup>th</sup> Floor, New York, NY 10017  
Telephone Number: (212) 803-3750  
Facsimile Number: (212) 803-3975

Fort Schuyler Management Corporation

Name: Ms. Alicia Dicks  
Title: President  
Address: 100 Seymour Drive, Utica, New York 13502  
Telephone Number: (315) 792-7306  
E-Mail Address: [adicks@ftsmc.org](mailto:adicks@ftsmc.org)

International Business Machines Corporation

Name: Mr. Michael Cadigan  
Title: General Manager  
Address: 2070 Rte 52, Hope Junction, New York 12533  
Telephone Number: (845) 894-2121

- (b) Any such notice shall be deemed to have been given either at the time of personal delivery or, in the case of expedited delivery service or certified or registered United States mail, as of the date of mailing to the address provided herein, or in the case of facsimile transmission or email, upon receipt of a record, by the sender, that such a transmission has been completed.
- (c) The parties may, from time to time, specify any new or different address in the United States as their address for purpose of receiving notice under this Agreement by giving fifteen (15) days written notice to the other party sent in accordance herewith. The parties agree to mutually designate individuals as their respective representatives for the purposes of receiving notices under this Agreement. Additional individuals may be designated in writing by the parties for purposes of implementation and administration/billing, resolving issues and problems and/or for dispute resolution.

15. No Assignment

The Grantee may not assign or transfer this Agreement or any of its rights hereunder.

16. No Waiver

No waiver of any ESD's rights arising under this Agreement, or any other source, can occur unless such waiver shall be in writing and signed by ESD and such written document manifests a clear and unequivocal intent by ESD to waive its contractual or other legal rights. The term "waiver" as used herein is a term of art as used in the legal profession. ESD may not be estopped from asserting any of its legal rights, including but not limited to its rights under this agreement, unless ESD has signed a written document that clearly and unequivocally states that the other party may detrimentally rely upon the terms of such written document. Absent such written document, there shall be no estoppel against ESD and the other parties' alleged detrimental reliance shall be deemed to be unreasonable. The term "estoppel" is used herein is a term of art as used in the legal profession.

17. Modification

This Agreement may be modified only by a written instrument executed by the party against whom enforcement of such modification is sought.

18. Governing Law

This Agreement shall be governed by and construed in accordance with the laws of the State of New York. This Agreement shall be construed without the aid of any presumption or other rule of law regarding construction against the party drafting this Agreement or any part of it. In case any one or more of the provisions of this Agreement shall for any reason be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality or unenforceability shall not affect any other provision hereof and this Agreement shall be construed as if such provision(s) had never been contained herein. In the event of a conflict between the Directors' materials attached hereto as Exhibit A and any other term or condition of this Agreement, then the term or condition of this Agreement shall govern.

19. Confidentiality of Information

Information contained in reports made to ESD or otherwise obtained by ESD relating to trade secrets, operations and commercial or financial information, including but not limited to the nature, amount or source of income, profits, losses, financial condition, marketing plans, manufacturing processes, production costs, productivity rates, or customer lists, provided that such information is clearly marked "Confidential" by the Grantee, will be kept confidential by ESD, to the extent such information is determined by ESD to be exempt from public disclosure under the Freedom of Information Law and not otherwise required by law to be disclosed. Notwithstanding the foregoing, ESD will not be liable for any information disclosed, in ESD's sole discretion, pursuant to the Freedom of Information Law or other applicable law, or which ESD is required to disclose pursuant to legal process.

20. Special Provisions

The Grantee shall comply with the special provisions, if any, set forth in Exhibit I.

21. Litigation Costs


The Grantee shall pay, in any action or proceeding that is commenced to enforce and/or involves the enforcement of the terms and conditions of this Agreement, all of ESD's costs including, without limitation, ESD's attorneys' fees. The Grantee shall also pay any and all of ESD's collection costs including, without limitation, its attorneys' fees.

22. Waiver

The Grantee knowingly and expressly waives the right to a trial by jury and the right to interpose any counterclaims in any action brought by ESD under the terms of this Agreement.

This agreement is entered into as of the latest date written below:

NEW YORK STATE URBAN DEVELOPMENT CORPORATION  
d/b/a EMPIRE STATE DEVELOPMENT



\_\_\_\_\_  
(Signature) Susan Shaffer, Senior Vice President, Loans and Grants

8/7/14

(date)

Fort Schuyler Management Corporation



\_\_\_\_\_  
(Signature)

Alicia Dicks, President

(Printed name and title)

8/19/14

(date)

International Business Machines Corporation

NA

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Printed name and title)

\_\_\_\_\_  
(date)



## ESD CAPITAL GRANT DISBURSEMENT AGREEMENT

### EXHIBITS

EXHIBIT A	General Project Plan
EXHIBIT B	Design & Construction Requirements
EXHIBIT C	Employment Goals
EXHIBIT D	Opinion of Counsel
EXHIBIT E	Disbursement Terms
EXHIBIT F	Payment Requisition Form
EXHIBIT F-1	Financial Condition Documentation
EXHIBIT F-2	Project Cost Documentation
EXHIBIT F-3	Equity Expenditure Documentation
EXHIBIT G	Non-Discrimination and Contractor & Supplier Diversity – Requirements and Procedures
EXHIBIT G-1	M/WBE Participation / Equal Opportunity Policy Statement
EXHIBIT G-2	Staffing Plan
EXHIBIT G-3	Workforce Employment Utilization Report
EXHIBIT G-4	M/WBE Utilization Plan
EXHIBIT G-5	Waiver Request Form
EXHIBIT G-6	M/WBE Contractor Compliance and Payment Report
EXHIBIT H	Employment Reporting Form (With Company's NYS Form 45 Attached)
EXHIBIT I	Special Provisions

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**EXHIBIT A: GENERAL PROJECT PLAN**

**See Materials Attached**

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FOR CONSIDERATION

June 27, 2014

TO: The Directors

FROM: Kenneth Adams

SUBJECT: Buffalo Billion Initiative – Buffalo (Western New York Region – Erie County) – Fort Schuyler Management Corporation/Information Technologies Innovation and Commercialization Hub Capital – Buffalo Regional Innovation Cluster (Capital Grant)

REQUEST FOR: Findings and Determinations Pursuant to Section 10 (g) of the Act; Authorization to Adopt the Proposed General Project Plan; Authorization to Make Grant and to Take Related Actions; Determination of No Significant Effect on the Environment

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General Project Plan

I. Project Summary

Grantee: Fort Schuyler Management Corporation (“FSMC”) on behalf of the State University of New York (“SUNY”) College of Naoscale Science and Engineering (“CNSE”)

Beneficiary Companies: International Business Machines Corporation (“IBM”) Additional Beneficiary Companies to be identified in the future

ESD\* Investment: A grant of up to \$55 million to be used as reimbursement for real estate acquisition and renovation and the acquisition and installation of new equipment and software.

\* The New York State Urban Development Corporation doing business as Empire State Development (“ESD” or the “Corporation”)

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Project Locations: Key Center, 40-50 Fountain Plaza, Buffalo, Erie County\*  
 1580 Route 52, Town of East Fishkill, Dutchess County  
 1101 Kitchawan Road, Yorktown Heights, Westchester County  
 2455 South Rd, Poughkeepsie, Dutchess County  
 100 Seymour Rd, Utica, Oneida County  
 257 County Road 156, Albany, Albany County

\*Project activity site; others are job-retention sites

Proposed Project: Establish the Buffalo Information Technologies (“IT”) Innovation and Commercialization Hub (the “Buffalo IT Hub”).

Project Type: Business attraction

Regional Council: The Western New York (“WNY”) Regional Economic Development Council oversees the implementation of the Buffalo Billion Investment Development Plan. This project is part of Governor Cuomo’s Buffalo Billion Initiative to promote advanced technology, manufacturing, and smart growth; increase highly-skilled jobs; and maintain and attract young people to the WNY Region.

Employment\*\*:  
 Initial employment at time of application to ESD: 3,100  
 Current employment level: 3,100  
 Minimum employment on January 1, 2020: 3,600\*\*\*

\*\*New employees cannot be transferred from other NYS locations

\*\*\*Employees will be on the Beneficiaries’ payroll

II. Project Cost and Financing Sources

<u>Financing Uses</u>	<u>Amount</u>	
Proprietary Software	\$30,000,000	
IT Equipment	10,000,000	
Facility Acquisition/Renovation	<u>15,000,000</u>	
<b>Total Project Costs</b>	<b><u>\$55,000,000</u></b>	
<u>Financing Sources</u>	<u>Amount</u>	<u>Percent</u>
ESD – Grant	<u>\$55,000,000</u>	<u>100%</u>
<b>Total Project Financing</b>	<b><u>\$55,000,000</u></b>	<b><u>100%</u></b>

### III. Project Description

#### A. Grantee

Industry: Real Estate Development

Grantee History: Authorized by Chapter 530 of the Laws of 2010, FSMC was formed by the State University of New York Research Foundation, in partnership with the State University of New York Institute of Technology ("SUNYIT") to facilitate nanotechnology and semiconductor development. FSMC is authorized to purchase, construct, develop and manage facilities co-located with the SUNYIT educational campus at the SUNYIT Marcy Technology Complex as well as ground sub-lease the property west of Edic Road constituting the Marcy Nanocenter project to Mohawk Valley Economic Development Growth Enterprises ("EDGE") to attract nanomanufacturing operations by a commercial partner. The CNSE is a global education, research, development, and technology deployment resource dedicated to preparing the next generation of scientists and researchers in nanotechnology. Since its inception in 2004, it has been leveraging its resources in partnership with business and government to support accelerated high technology education and commercialization, and seeks to create jobs and economic growth for nanotechnology-related industries.

Ownership: The Grantee is a 501(c)(3) not-for-profit organization.

Market: Worldwide advanced technology industries.

ESD Involvement: In February 2014, the Governor announced a \$55 million award from the Buffalo Billion Initiative for the Buffalo IT Hub, a public and private-sector partnership to establish a high-end software development center in downtown Buffalo. According to a 2011 Federal Bureau of Economic Analysis, IT accounts for only 2.7 percent of the WNY area's economy, which is just more than half of the national average of 4.7 percent. The Buffalo IT Hub is expected to jump-start the high-tech sector in the City of Buffalo and surrounding WNY Region, creating technology jobs that typically pay more than double the area's median wage of \$35,000. Initially, IBM will serve as the anchor tenant in the newly-established Buffalo IT Hub. Once fully operational, the Buffalo IT Hub is expected to house multiple industry-related companies. \$40 million of the \$55 million award will reimburse FSMC for specialized IT equipment and related software; the remaining \$15 million will reimburse FSMC for real estate acquisition and facility build-out.

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Past ESD Support: Since 2003, ESD has provided \$206,550,000 of assistance to the FSMC. In the past 5 years, ESD assistance is summarized as follows:

Program	Project #	Amount	Date Start (ESD Directors' Approval date)	Date End (Project Completion: Contract Expiration or Job Requirement)	Purpose
Local Assistance	V062	\$2,250,000	October 22, 2009 (\$4M was originally awarded to EDGE on May 17, 2007)	May 2011	Working Capital Grant – Advanced rent payment to FSMC for the 15-year ground lease of the Marcy Nanocenter site by EDGE.
New York State Economic Development Assistance Program	W277	\$1,300,000	November 19, 2009 (\$10M was originally awarded to EDGE on September 19, 2008)	March 2013	Capital Grant – Design and construction of the 300mm wafer clean room for the Computer Chip Commercialization Center ("Quad C").
Economic Transformation Program	X812	\$15,000,000	November 2003	December 2014	Capital Grant – Construction of the 253,000-square-foot Quad C.
State and Municipal Facilities Program	Y728	\$20,000,000	January 2014	December 2014	Capital Grant – Purchase and install new advanced technology semiconductor packaging equipment and construction of the Quad C.
Buffalo Regional Innovation Cluster	Y365	\$50,000,000	March 2014	December 2014	Capital Grant - Establish a \$250 million shared pharmaceutical research and development facility known as the Buffalo Medical Innovation and Commercialization Hub (the "BMIC Hub").
Buffalo Regional Innovation Cluster	Y962	\$118,000,000	March 2014	December 2019	Capital Grant – Building design; and acquisition and installation of high-tech machinery and equipment for new High-Tech Mfg Hub.

**B. Beneficiary – IBM**

**Industry:** IBM, a multinational technology and consulting corporation, develops, manufactures, and sells advanced information processing products, including computers and microelectronic technology, software, networking systems and information technology-related services.

**History:** IBM, incorporated in 1911 and headquartered in Armonk, NY, has origins dating back to the Industrial Revolution when it began tabulating census data for the U.S. Census Bureau utilizing a punch card tabulating machine. In the mid-1970s, IBM developed the Universal Product Code (“UPC”), for embedding pricing and identification information on individual retail items. IBM entered homes, small businesses and schools in the early 1980’s with the creation of the IBM personal computer and later designed the world’s first portfolio notebook and comprehensive analytics solutions for health systems, as well as laid the foundation for network computing and numerous other applications.

**Ownership:** IBM is publicly traded on the New York Stock Exchange.

**Size:** IBM was ranked by Fortune magazine in 2012 as the second largest U.S. firm in terms of the number of employees, with 100,000 in the United States and 435,000 in 170 countries.

**Market:** IBM’s customers are primarily businesses and scientific/technical users.

**Past ESD Support:** Since 2005, ESD’s Directors have approved \$195,000,000 to IBM, as summarized below.

Program	Project #	Amount	Jobs	Total Project Cost	Date Start (ESD Directors’ Approval date)	Date End (Project Completion: Contract Expiration or Job Requirement)	Purpose
Special Legislative Appropriation	T224	\$130,000,000	6,600	\$1,900,000,000	April 1, 2005 (taken back to the Board May 19, 2005)	June 2005	Capital Grant - Creation of a NanoFab facility in East Fishkill by IBM/other partners, creating the next generation 300mm semiconductors.

Program	Project #	Amount	Jobs	Total Project Cost	Date Start (ESD Directors' Approval date)	Date End (Project Completion: Contract Expiration or Job Requirement)	Purpose
Investment Opportunity Fund	W285	\$65,000,000	1,400	\$1,500,000,000	September 18, 2008	October 2009	Capital Grant - Expand its nanotechnology R&D and manufacturing activities in the form of substantial on-chip and off-chip related investments.

C. The Project

Completion: Earliest projected occupancy - November 2014

Activity: The \$55 million project involves the purchase and build-out of approximately 100,000 square feet in the existing Key Center; and installation of proprietary software and IT equipment including specialized high-speed servers and super computers. FSMC will own the real estate and equipment, which will initially be used by IBM to create cutting-edge software for the energy, health and defense industries. However, given that the highly-specialized IT equipment is not readily accessible, it will be offered for use to other technology, genomics and molecular research and unspecified defense sector companies with a cost recovery fee.

Results: The project is anticipated to retain 3,100 jobs statewide and create 500 jobs by January 1, 2020. IBM will put an emphasis on recruiting software engineers and researcher graduates from WNY-area colleges and universities. The newly-created state-of-the art shared-user Buffalo IT Hub will facilitate research, development, innovation, invention, workforce training, and collaboration to drive innovations and promote the development of new IT advances, new products, and new software for the energy, health and defense industries. Additionally, IBM will become the first corporate technology member of the recently announced New York Genomic Medicine Center, a \$100 million new partnership between a NY Genome Center in Manhattan and the University at Buffalo's Center for Computational Research.



Business Investment  
Project:

Benefit-Costs Evaluations are used in evaluating projects that are categorized as Business Investment, Infrastructure Investment, and Economic Growth Investment and that involve 1) job retention and/or creation and/or 2) construction-related activity. For Business Investment projects, benefits typically reflect the impact of both jobs and construction-related activity. For Infrastructure Investment and Economic Growth Investment projects, which generate long-term benefits not captured in the period of analysis and may involve no permanent job commitments, the estimated benefits typically reflect only construction-related activity.

Evaluated over a seven-year period, the following are anticipated project impacts (dollar values are present value):

- Fiscal benefits to NYS government from the project are estimated at \$155,862,754;
- Fiscal cost to NYS government is estimated at \$55,000,000;
- Project cost to NYS government per direct job is \$32,184;
- Project cost to NYS government per job (direct plus indirect ) is estimated at \$19,465;
- Ratio of project fiscal benefits to costs to NYS government is 2.83:1;
- Fiscal benefits to all governments (state and local) are estimated at \$272,032,248;
- Fiscal cost to all governments is \$55,000,000;
- All government cost per direct job is \$32,184;
- All government cost per total job is \$19,465;
- The fiscal benefit to cost ratio for all governments is 4.95:1;
- Economic benefits (fiscal plus total net resident disposable income from project employment) are estimated at \$2,045,721,451, or \$724,002 per job (direct and indirect);
- The economic benefit to cost ratio is 37.19:1;
- There is no project construction cost associated with this project;
- For every permanent direct job generated by this project, an additional 0.66 indirect job is anticipated in the state's economy;
- The payback period for NYS costs is four years.

(See Project Summary Benefit-Cost Evaluation attached for detail and definitions.)

Grantee Contact: Ms. Alicia Dicks, President  
100 Seymour Drive  
Utica, NY 13502  
Phone: (315) 792-7306

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Beneficiary Contact: Mr. Michael Cadigan, General Manager  
IBM Microelectronics STG  
2070 Rte 52  
Hope Junction, NY 12533  
Phone: (845) 894-2121

ESD Project No.: Z254

Project Team:	Origination	Christina Orsi
	Project Management	Jean Williams
	Legal	Stephen Gawlik
	Contractor & Supplier Diversity	Vikas Gera
	Finance	Ross Freeman
	Environmental	Soo Kang

**D. Financial Terms and Conditions**

1. Upon execution of the grant disbursement agreement, the Company shall pay a commitment fee of 1% of the \$55,000,000 capital grant (\$550,000) and reimburse ESD for all out-of-pocket expenses incurred in connection with the project.
2. The Company will demonstrate no materially adverse changes in its financial condition prior to disbursement.
3. Up to \$55 million will be disbursed to the Grantee in installments as follows:
  - a) Equipment: Up to \$40 million will be disbursed, no more frequently than monthly, for invoices due and payable for the acquisition and installation of equipment and software incurred by FSMC. Requisitions for payment after the initial disbursement must include supporting documentation for the previous disbursement, including proof of payment for previously submitted payable invoices. The Grantee shall submit proof of payment for the final equipment disbursement within ninety (90) days of ESD's disbursement of these funds.
  - b) Real Estate: Up to \$15 million will be disbursed to the Grantee for the acquisition and renovation of a portion of Key Center. Specific terms of the disbursement will be outlined in the Grant Disbursement Agreement.

Payment will be made upon presentation to ESD of an invoice and such other documentation as ESD may reasonably require and are contingent on completion of all project approvals and availability of funds. Expenditures reimbursed by ESD's grant must be incurred on or after February 24, 2014, to be considered eligible project costs. All disbursements must be requested by April 1, 2020.

4. ESD may reallocate the project funds to another form of assistance, at an amount no greater than \$55,000,000, for this project if ESD determines that the reallocation of the assistance would better serve the needs of the Company and the State of New York. In no event shall the total amount of any assistance to be so reallocated exceed the total amount of assistance approved by the Directors.

#### IV. Statutory Basis – Buffalo Regional Innovation Cluster

The project was authorized in the 2013-2014 New York State budget and reappropriated in the 2014-2015 New York State Budget. No residential relocation is required as there are no families or individuals residing on the site.

#### V. Environmental Review

The SUNY CNSE, as lead agency, has completed an environmental review of the proposed project, pursuant to the requirements of the State Environmental Quality Review Act ("SEQRA") and the implementing regulations of the New York State Department of Environmental Conservation. This review found the project to be an Unlisted Action, which would not have a significant effect on the environment. ESD staff reviewed the supporting materials and concurs. It is recommended that the Directors make a Determination of No Significant Effect on the Environment.

#### VI. Non-Discrimination and Contractor & Supplier Diversity

ESD's Non-Discrimination and Contractor & Supplier Diversity policies will apply to this Project. The Recipient shall be required to include minorities and women in any job opportunities created, to solicit and utilize Minority and Women Business Enterprise ("MWBEs") for any contractual opportunities generated in connection with the Project and shall be required to use Good Faith Efforts (pursuant to 5 NYCRR §142.8) to achieve an overall MWBE Participation Goal of 30% related to the eligible categories totaling approximately \$15,000,000. As such, the MWBE utilization shall be no less than \$4,500,000. The overall MWBE participation goal shall include MBE participation of 15% (\$2,250,000) and WBE participation of 15% (\$2,250,000).

#### VII. ESD Employment Enforcement Policy

ESD's Employment Enforcement Policy will not apply since the project will not directly create or retain jobs.

#### VIII. ESD Financial Assistance Subject to Availability of Funds and Additional Approval

The provision of ESD financial assistance is contingent upon the availability of funds and the approval of the State Division of the Budget.

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IX. Additional Submissions to Directors

Resolutions

New York State Map

Project Finance Memorandum

Benefit-Cost Analysis

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**EXHIBIT B: DESIGN & CONSTRUCTION REQUIREMENTS**

**See Requirements Attached**

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**EMPIRE STATE DEVELOPMENT**  
**DESIGN AND CONSTRUCTION REQUIREMENTS**  
**Fort Schuyler Management Corporation/Information Technologies**  
**Innovation and Commercialization Hub Capital, #Z254**

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For **Design Phase** (soft cost) reimbursements submit the following to ESDC:

- Project Budget
- Final Construction Plans signed and sealed (CD)
- Selected architects/engineers and copy of agreement
- Consultant's Code Certification Letter – Attachment A Form
- Consultant's Certification of Completed Construction – Attachment C Form

[http://www.tax.ny.gov/pdf/current\\_forms/st/st220td\\_fill\\_in.pdf](http://www.tax.ny.gov/pdf/current_forms/st/st220td_fill_in.pdf)

For **Construction Phase** (hard cost) reimbursements submit the following to ESDC:

- Building permit
- Insurance policies naming New York State Urban Development Corporation dba Empire State Development Corporation as additional insured. Contractors are to carry the following limits: Commercial General Liability of \$1 million per occurrence and \$2 million in the aggregate and \$5 million umbrella, Commercial Automobile insurance of not less than \$1 million and Evidence of Workers Compensation/Employers Liability insurance.
- Asbestos Free Building Certificate for alterations and demolitions
- Plans with building department approval stamp
- Contractor and CM Agreements/Cost
- Obtain Offerer's Affirmation of Understanding of and Agreement pursuant to State Finance Law § 139-j (3) and § 139-j (6) (b)

[http://www.esd.ny.gov/CorporateInformation/Data/RequiredPostings/2013/2013\\_ProcurementGuidelines.pdf](http://www.esd.ny.gov/CorporateInformation/Data/RequiredPostings/2013/2013_ProcurementGuidelines.pdf)

- Construction schedule
- Monthly Requisition(s) (G702/703) w/ Project Cost Control Report
- Certificate of Occupancy (CO)
- Contractor's Receipt and Waiver of Lien
- Subcontractor's Receipt and Waiver of Lien
- Affidavit and Final Waiver of Claims and Liens and Release of Rights
- Unconditional Waiver and Release
- Contractor's Certification of Completed Construction – Attachment B

**NEW YORK STATE URBAN DEVELOPMENT CORPORATION**  
**D/B/A EMPIRE STATE DEVELOPMENT**  
**UNCONDITIONAL WAIVER AND RELEASE**

The undersigned (the "Architect") has been paid and has received full payment for all services furnished by Architect and/or employees or others acting for Architect or claiming by, through or under Architect through

\_\_\_\_\_ to \_\_\_\_\_  
(Date)

on the job of \_\_\_\_\_  
(Owner)

located at \_\_\_\_\_  
(Job Description)

Architect represents and warrants that Architect and all persons and entities acting for or claiming by, through or under Architect have fully performed and furnished all services to have been performed or furnished by Architect and/or any such other person and that there is not now due or owing any amount of money or wages to any party or entity in connection with this job or any part thereof. The Architect does hereby release for itself and any party or entity action for Architect or claiming by, through or under Architect, from any mechanic's liens, stop notice, bond right or claim of any nature whatsoever that the undersigned or any such other party has or may have with respect to the above referenced job.

The Architect further agrees to reimburse and does hold harmless and fully indemnify ESD its successors and assigns for any losses or expenses should any such claim, lien, or right to a lien be asserted by the Architect or by any person or entity acting for or claiming by, through or under the Architect, including, without implied limitation, attorney's fees incurred in the defense thereof.

In addition, for and in consideration of the amounts and sums received, the undersigned hereby waives, releases and relinquishes any and all claims, rights or causes of action whatsoever arising out of or in the course of the work performed on the above-mentioned project, contract or event.

Date: \_\_\_\_\_  
(Signature)

SEAL \_\_\_\_\_  
(Company Name)

**NEW YORK STATE URBAN DEVELOPMENT CORPORATION**  
**D/B/A EMPIRE STATE DEVELOPMENT**  
**UNCONDITIONAL WAIVER AND RELEASE**

The undersigned (the "Construction Manager") has been paid and has received full payment for all labor, services, equipment or material furnished by Construction Manager and/or subcontractors, suppliers, materialmen, laborers, employees or others acting for Construction Manager or claiming by, through or under Construction Manager through

\_\_\_\_\_ to \_\_\_\_\_  
(Date)

on the job of \_\_\_\_\_  
(Owner)

located at \_\_\_\_\_  
(Job Description)

Construction Manager represents and warrants that Construction Manager and all persons and entities acting for or claiming by, through or under Construction Manager have fully performed and furnished all labor, services, equipment or material to have been performed or furnished by Construction Manager and/or any such other person and that there is not now due or owing any amount of money or wages to any party or entity in connection with this job or any part thereof. The Construction Manager does hereby release for itself and any party or entity action for Construction Manager or claiming by, through or under Construction Manager, from any mechanic's liens, stop notice, bond right or claim of any nature whatsoever that the undersigned or any such other party has or may have with respect to the above referenced job.

The Construction Manager further agrees to reimburse and does hold harmless and fully indemnify ESD its successors and assigns for any losses or expenses should any such claim, lien, or right to a lien be asserted by the Construction Manager or by any person or entity acting for or claiming by, through or under the Construction Manager, including, without implied limitation, attorney's fees incurred in the defense thereof.

In addition, for and in consideration of the amounts and sums received, the undersigned hereby waives, releases and relinquishes any and all claims, rights or causes of action whatsoever arising out of or in the course of the work performed on the above-mentioned project, contract or event.

Date: \_\_\_\_\_  
\_\_\_\_\_ (Signature)

NOTORIZED

\_\_\_\_\_  
(Company Name)



**NEW YORK STATE URBAN DEVELOPMENT CORPORATION**  
**D/B/A EMPIRE STATE DEVELOPMENT**  
**UNCONDITIONAL WAIVER AND RELEASE**

The undersigned (the "Engineer") has been paid and has received full payment for all services furnished by Engineer and/or employees or others acting for Engineer or claiming by, through or under Engineer through

\_\_\_\_\_ to \_\_\_\_\_  
(Date)

on the job of \_\_\_\_\_  
(Owner)

located at \_\_\_\_\_  
(Job Description)

Engineer represents and warrants that Engineer and all persons and entities acting for or claiming by, through or under Engineer have fully performed and furnished all services to have been performed or furnished by Engineer and/or any such other person and that there is not now due or owing any amount of money or wages to any party or entity in connection with this job or any part thereof. The Engineer does hereby release for itself and any party or entity action for Engineer or claiming by, through or under Engineer, from any mechanic's liens, stop notice, bond right or claim of any nature whatsoever that the undersigned or any such other party has or may have with respect to the above referenced job.

The Engineer further agrees to reimburse and does hold harmless and fully indemnify ESD its successors and assigns for any losses or expenses should any such claim, lien, or right to a lien be asserted by the Engineer or by any person or entity acting for or claiming by, through or under the Engineer, including, without implied limitation, attorney's fees incurred in the defense thereof.

In addition, for and in consideration of the amounts and sums received, the undersigned hereby waives, releases and relinquishes any and all claims, rights or causes of action whatsoever arising out of or in the course of the work performed on the above-mentioned project, contract or event.

Date: \_\_\_\_\_

\_\_\_\_\_  
(Signature)

SEAL

\_\_\_\_\_  
(Company Name)

**NEW YORK STATE URBAN DEVELOPMENT CORPORATION**  
**D/B/A EMPIRE STATE DEVELOPMENT**  
**UNCONDITIONAL WAIVER AND RELEASE**

The undersigned (the "General Contractor") has been paid and has received full payment for all services furnished by General Contractor and/or employees or others acting for General Contractor or claiming by, through or under General Contractor through

\_\_\_\_\_ to \_\_\_\_\_  
(Date)

on the job of \_\_\_\_\_  
(Owner)

located at \_\_\_\_\_  
(Job Description)

General Contractor represents and warrants that General Contractor and all persons and entities acting for or claiming by, through or under General Contractor have fully performed and furnished all services to have been performed or furnished by General Contractor and/or any such other person and that there is not now due or owing any amount of money or wages to any party or entity in connection with this job or any part thereof. The General Contractor does hereby release for itself and any party or entity action for General Contractor or claiming by, through or under General Contractor, from any mechanic's liens, stop notice, bond right or claim of any nature whatsoever that the undersigned or any such other party has or may have with respect to the above referenced job.

The General Contractor further agrees to reimburse and does hold harmless and fully indemnify ESD its successors and assigns for any losses or expenses should any such claim, lien, or right to a lien be asserted by the General Contractor or by any person or entity acting for or claiming by, through or under the General Contractor, including, without implied limitation, attorney's fees incurred in the defense thereof.

In addition, for and in consideration of the amounts and sums received, the undersigned hereby waives, releases and relinquishes any and all claims, rights or causes of action whatsoever arising out of or in the course of the work performed on the above-mentioned project, contract or event.

Date: \_\_\_\_\_

\_\_\_\_\_  
(Signature)

NOTARIZED

\_\_\_\_\_  
(Company Name)

**CONSULTANT'S CODE CERTIFICATION LETTER**

**Attachment A**

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The following Certification Letter shall be included in the initial report submitted to ESD for approval.

**DATE**

Empire State Development  
95 Perry Street, Suite 500  
Buffalo, NY 14203-3030

Attention: Mr. Dennis Conroy, RA  
Senior Architect  
Design and Construction

Re: Consultant's Code Certification of Architect (Engineer)  
Fort Schuyler Management Corporation/Information Technologies Innovation  
and Commercialization Hub, #Z254

Gentlemen:

The undersigned, a principal of the firm of \_\_\_\_\_, duly qualified and registered to practice architecture/engineering in the State of New York, in connection with the \_\_\_\_\_ project, does hereby certify that final plans and specifications will be designed to conform with the (insert name of applicable building code) and applicable municipal regulations.

IN WITNESS WHEREOF, I have hereunto set my hand this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Notary Public

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
ARCHITECT'S (OR ENGINEER'S) NAME

SEAL

**CONTRACTOR'S CERTIFICATION OF COMPLETED CONSTRUCTION**

**Attachment B**

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The following Certification shall be submitted to ESD at completion of construction on Contractor's letterhead.

DATE

Empire State Development  
95 Perry Street, Suite 500  
Buffalo, NY 14203-3030

Attention: Mr. Dennis Conroy, RA  
Senior Architect  
Design and Construction

Re: Contractor's Certification of Completed Construction  
Fort Schuyler Management Corporation/Information Technologies Innovation  
and Commercialization Hub, #Z254

Gentlemen:

The undersigned, an officer of \_\_\_\_\_ (firm name), in connection with the \_\_\_\_\_ project, does hereby certify that construction of all work required by the construction agreement has been completed in accordance with final construction documents, the (insert name of applicable building code) and applicable municipal regulations.

IN WITNESS WHEREOF, I have hereunto set my hand this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Notary Public

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
OFFICER'S NAME & TITLE

**CONSULTANT'S CERTIFICATION OF COMPLETED CONSTRUCTION**

**Attachment C**

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The following Certification shall be submitted to ESD at completion of construction.

DATE

Empire State Development  
95 Perry Street, Suite 500  
Buffalo, NY 14203-3030

Attention: Mr. Dennis Conroy, RA  
Senior Architect  
Design and Construction

Re: Consultant's Certification of Completed Construction  
Fort Schuyler Management Corporation/Information Technologies Innovation and  
Commercialization Hub, #Z254

Gentlemen:

The undersigned, a principal of the firm of \_\_\_\_\_  
duly qualified and registered to practice architecture/engineering in the State of New York, in  
connection with the (insert location and name of project) project, does hereby certify that to the  
best of our knowledge construction of work required by the contract has been completed in  
accordance with the drawings approved by the (insert name of approving agency) and  
requirements of the (insert name of applicable building code).

IN WITNESS WHEREOF, I have hereunto set my hand this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
Notary Public

\_\_\_\_\_  
ARCHITECT'S (OR ENGINEER'S) NAME

SEAL

**NEW YORK STATE DEVELOPMENT CORPORATION  
d/b/a/ EMPIRE STATE DEVELOPMENT  
REQUEST FOR PAYMENT**

Requisition Number: \_\_\_\_\_

Project Name & Location: \_\_\_\_\_ Project Number: \_\_\_\_\_

Name and Address of Contractor: \_\_\_\_\_ Contract Number: \_\_\_\_\_

In accordance with the provisions of the Construction Contract/Letter Agreement dated \_\_\_\_\_ and Contractor's cost breakdown (schedule of values) attached there to, this requisition is submitted for the amount of \_\_\_\_\_ due for work performed up to the \_\_\_the day of \_\_\_\_\_ and as itemized below by the trades listed in the cost breakdown.

Contractor (Signature): \_\_\_\_\_ Date: \_\_\_\_\_

Trade Items	Original Contract Amount	Change Orders Approved To Date	Present Contract Amount	Prior Months	Requisition Amt This Period	Total Completed	Retention	Grand Total Billed	
B	C	D	E	F	G	H	I	J	K
Work completed									
5% retainage									
TOTAL									

Progress Satisfactory   
Progress Un-Satisfactory

Construction is \_\_\_\_ Completed.

I certify I have checked and verified the above application for payment and that to the best of my knowledge and belief, (1) It is a true and correct statement of work performed and/or materials supplied by the Contractor; (2) All work and/or materials included in this application has been inspected by me and/or duly authorized representatives and the work has been performed and/or materials supplies in full in accordance with the requirements of the referenced Contract; and (3) payment claimed and requested by the Contractor is correctly computed on the basis of work performed and/or material supplied to the last day of the period covered by this application.

Grantee: \_\_\_\_\_ Date \_\_\_\_\_ Date \_\_\_\_\_

Representative: \_\_\_\_\_ Date \_\_\_\_\_ Date \_\_\_\_\_

ESD D&C: \_\_\_\_\_ Date \_\_\_\_\_ Date \_\_\_\_\_

**Fort Schuyler Management Corporation/Information Technologies Innovation and Commercialization Hub, #Z254**

**Table of Approval Authority and Facsimile Signature**

_____				
(Owner)				
<u>Name/Title/Firm</u> (Examples)	<u>Facsimile Signature</u>	<u>Initials</u>	<u>Documents Requiring Approval</u> (See (A) below for Examples)	<u>Approval Auth</u> <u>(\$ Limit)</u>
Director Design and Construction	_____	_____		
Sr. Vice-President Facilities Administration	_____	_____		
Sr. Vice-President Business and Finance	_____	_____		

The above individuals have been delegated authority as stated, in accordance with a meeting of the Board of Directors on \_\_\_\_\_.

\_\_\_\_\_  
Secretary

(A) Examples of Documents Requiring Approval

- (1) Payment Requisitions
- (2) Change Orders
- (3) Owner Agreements
- (4) Contracts

S - A - M - P - L - E

ATTACHMENT E-1

**Fort Schuyler Management Corporation/Information Technologies Innovation and Commercialization Hub, #Z254**

**Table of Approval Authority and Facsimile Signature**

<u>(Construction Management Firm)</u>				Approval
<u>Auth Name/Title/Firm (Examples)</u>	<u>Facsimile Signature</u>	<u>Initials</u>	<u>Documents Requiring Approval (See (A) below for Examples)</u>	<u>(\$ Limit)</u>
Construction Manager	_____	_____		
Project Manager	_____	_____		
Controller	_____	_____		
President	_____	_____		

The above individuals have been delegated authority as stated, in accordance with a meeting of the Board of Directors on \_\_\_\_\_.

\_\_\_\_\_  
Secretary

(A) Examples of Documents Requiring Approval

- (1) Construction Payment Requisitions
- (2) Change Orders
- (3) Subcontracts
- (4) Owner Agreements
- (4) Contract

S - A - M - P - L - E  
ATTACHMENT E-2



**Table of Approval Authority and Facsimile Signature**

_____				Approval
(Contractor)				
<u>Auth</u> <u>Name/Title/Firm</u> (Examples)	<u>Facsimile Signature</u>	<u>Initials</u>	<u>Documents Requiring Approval</u> (See (A) below for Examples)	<u>(\$ Limit)</u>
Construction Superintendent	_____	_____		
Controller	_____	_____		
Vice President	_____	_____		
President	_____	_____		

The above individuals have been delegated authority as stated, in accordance with a meeting of the Board of Directors on \_\_\_\_\_.

\_\_\_\_\_

Secretary

- (A) Examples of Documents Requiring Approval
- (1) Construction Payment Requisitions
  - (2) Change Orders
  - (3) Purchase Orders
  - (4) Owner Agreements
  - (5) Contracts

S - A - M - P - L - E  
ATTACHMENT E-3

Table of Approval Authority and Facsimile Signature

Auth Name/Title/Firm (Examples)	(Architect)			Approval
	Facsimile Signature	Initials	Documents Requiring Approval (See (A) below for Examples)	(\$ Limit)
Partner-in-Charge	_____	_____		
Principal	_____	_____		
Controller	_____	_____		

The above individuals have been delegated authority as stated, by agreement of the Partnership on \_\_\_\_\_.

- (A) Examples of Documents Requiring Approval
- (1) Construction Payment Requisitions
  - (2) Change Orders
  - (3) Architect Invoices
  - (4) Architect/Consultant Contracts

S - A - M - P - L - E  
ATTACHMENT E-4

**NEW YORK STATE URBAN DEVELOPMENT CORPORATION**  
**d/b/a EMPIRE STATE DEVELOPMENT**  
 Design and Construction Department

Project \_\_\_\_\_ General Contractor's Requisition No. \_\_\_\_\_  
 General Contractor \_\_\_\_\_ Contract No. \_\_\_\_\_  
 Owner \_\_\_\_\_

CONTRACTOR'S RECEIPT AND WAIVER OF LIEN

\_\_\_\_\_ Corporation (Contractor), in connection with the construction of a project of the New York State Urban Development Corporation d/b/a Empire State Development ("ESD") known as \_\_\_\_\_, (the "Project") and the payment to \_\_\_\_\_ ("Contractor") of certain sums requisitioned by the Contractor pursuant to its Request for Payment No. \_\_\_\_\_ dated \_\_\_\_\_, 20\_\_\_\_, (the "Requisition") for work performed or materials supplied for the Project to the date of the Requisition, for the benefit of \_\_\_\_\_

DOES HEREBY CERTIFY AND ACKNOWLEDGE that it has received all sums due and owing to it in accordance with its agreement with the Owner with respect thereto, other than sums, if any, withheld by the Owner in accordance with such agreement and approved by the Owner and ESD, for work performed or materials supplied for the Project to the date of \_\_\_\_\_ in the amount of \_\_\_\_\_ (\$ \_\_\_\_\_) and DOES HEREBY FOREVER RELEASE AND WAIVE for itself, its successor and assigns any and all rights, claims and demands it has or may have against the Owner and ESD, including any and all rights which it has or may have pursuant to the New York Lien Law to file any lien or notice of lien against the Project or any property of the Owner on account of or deriving from labor performed or materials furnished for the Project to the date of the previously submitted requisition.

IN WITNESS WHEREOF, the contractor has caused this Certificate to be duly executed and the seal of the contractor to be affixed as of the date of the Requisition by the undersigned duly authorized officer.

Corporation:

Signed By: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_

State of New York            )  
   ) ss:  
 County of New York        )

On this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me, the \_\_\_\_\_ subscriber \_\_\_\_\_ personally appeared to me personally know, who being by me duly sworn, did depose and say that he resides at \_\_\_\_\_ that he is \_\_\_\_\_ of the corporation described in and which executed the foregoing instrument; that he knows the seal of said corporation; that the seal affixed to said instrument is said corporate seal; that the seal was so affixed by order of the Board of Directors of said corporation; and that he signed his name thereto by like order.

Notary Public – County of:  
 My Commission expires:

**NEW YORK STATE URBAN DEVELOPMENT CORPORATION**  
**d/b/a EMPIRE STATE DEVELOPMENT**  
 Design and Construction Department

Project \_\_\_\_\_ General Contractor's Requisition No. \_\_\_\_\_  
 General Contractor \_\_\_\_\_ Contract No. \_\_\_\_\_  
 Owner \_\_\_\_\_

SUBCONTRACTOR'S RECEIPT AND WAIVER OF LIEN

\_\_\_\_\_ ("Subcontractor"), in connection with the construction of a project of the New York State Urban Development Corporation d/b/a Empire State Development ("ESD") known as \_\_\_\_\_, (the "Project") and the payment to the General Contractor of certain sums requisitioned by the General Contractor pursuant to the General Contractor's Request for Payment No. \_\_\_\_\_ dated \_\_\_\_\_, 20\_\_\_\_, (the "Requisition") for work performed or materials supplied for the Project to the date of the requisition, for the benefit of \_\_\_\_\_

DOES HEREBY CERTIFY AND ACKNOWLEDGE that it has received all sums due and owing to it in accordance with its agreement with the General Contractor with respect thereto, other than sums, if any, withheld by the General Contractor in accordance with such agreement and approved by the Owner and ESD, for work performed or materials supplied for the Project to the date of \_\_\_\_\_ in the amount of \_\_\_\_\_ (\$\_\_\_\_\_). DOES HEREBY FOREVER RELEASE AND WAIVE for itself, its successor and assigns any and all rights, claims and demands it has or may have against the owner and ESD, including any and all rights which it has or may have pursuant to the New York Lien Law to file any lien or notice of lien against the Project or any property of the Owner on account of or deriving from labor performed or materials furnished for the Project to the date of the previously submitted requisition.

IN WITNESS WHEREOF, Subcontractor has caused this Certificate to be duly executed and the seal of Subcontractor to be affixed as of the date of the Requisition by the undersigned duly authorized officer.

Name of Sub-Contractor  
 Signed By: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_  
 State of New York )  
 ) ss:  
 County of New York )

On this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me the subscriber \_\_\_\_\_ personally appeared to me personally know, who being by me duly sworn, did depose and say that he resides at \_\_\_\_\_ that he is \_\_\_\_\_ of \_\_\_\_\_ the corporation described in and which executed the foregoing instrument; that he knows the seal of said corporation; that the seal affixed to said instrument is said corporate seal; that the seal was so affixed by order of the Board of Directors of said corporation; and that he signed his name thereto by like order.

Notary Public – County of:  
 My Commission expires:

**NEW YORK STATE URBAN DEVELOPMENT CORPORATION**  
**d/b/a EMPIRE STATE DEVELOPMENT**  
**AFFIDAVIT AND FINAL WAIVER OF CLAIMS AND LIENS**  
**AND RELEASE OF RIGHTS**

STATE OF \_\_\_\_\_ )  
                                   )                 SS:  
 COUNTY OF \_\_\_\_\_ )

The undersigned, who is the \_\_\_\_\_  
 (designate title) of \_\_\_\_\_ which is the  
 \_\_\_\_\_ (designate whether the subcontractor, supplier  
 or otherwise) for the \_\_\_\_\_  
 (designate the type of work, supplies or services rendered) on the improvements constructed or being constructed  
 on the premises hereafter identified, declares that his contract with \_\_\_\_\_  
 (name of party contracted with) is in the total amount of  
 \$ \_\_\_\_\_, which includes extras and all change orders to the date hereof.

In consideration of the amounts and sums previously received, and the payment of \$ \_\_\_\_\_  
 being full and final payment amount due, the undersigned does hereby waive and release to the Owner, New  
 York State Urban Development Corporation d/b/a Empire State Development Corporation ("ESD") and to \_\_\_\_\_  
 \_\_\_\_\_  
 any and all claims and liens and rights to liens upon the premises described below (which may be more  
 particularly described by an Exhibit "A" attached), and upon improvements now or hereafter thereon, and upon  
 the monies or other considerations (due or to become due from the Owner, ESD or from \_\_\_\_\_  
 \_\_\_\_\_ or from any other person, firm or corporation), said claims and liens and  
 rights to liens being on account of labor, services, materials, fixtures or apparatus heretofore furnished by or  
 which may be furnished at any time hereafter by or at the request of the undersigned. The premises as to which  
 said claims and liens and rights to liens are hereby released are identified as follows:

Project Name: \_\_\_\_\_  
 Address or Project: \_\_\_\_\_  
 City: \_\_\_\_\_ County: \_\_\_\_\_ State: \_\_\_\_\_

The undersigned further represents and warrants that he is duly authorized and empowered to sign and  
 execute this waiver on his own behalf and on behalf of the company or business for which he is signing; that he  
 has properly performed all work and furnished all the materials of the specified quality per plans and  
 specifications and in a good and workmanlike manner, fully and completely; that he has paid for all the labor,  
 materials, equipment and services; that he has used or supplied or may hereafter use or supply to the above  
 premises that he has no other outstanding and unpaid payment applications, invoices, retentions, holdbacks,  
 chargebacks or unbilled work or materials, as of the date of the aforementioned last and final payment application  
 of invoice; and that any materials which have been supplied or incorporated into the above premises were either  
 taken from his fully-paid or open stock or were fully paid for and supplied as stated on the statement  
 accompanying the last and final payment application or invoice.

The undersigned further agrees to reimburse and does hold harmless and fully indemnify Owner, ESD  
 and \_\_\_\_\_ for any losses or expenses should any such claim, lien, or  
 right to a lien be asserted (by the undersigned or by any laborer, materialman or subcontractor of the  
 undersigned), including, without implied limitation, attorneys' fees incurred in the defense thereof.

In addition, for and in consideration of the amounts and sums received, the undersigned hereby waives,  
 releases and relinquishes any and all claims, rights or causes of action whatsoever arising out of or in the course  
 of the work performed on the above-mentioned project, contract or event.

Signed and delivered this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
 Individual or Corporation Name  
 By: \_\_\_\_\_  
 Title \_\_\_\_\_

On the \_\_\_\_\_ day of \_\_\_\_\_ in the year 20\_\_ before me the undersigned, a Notary  
 Public in and for said state, personally appeared \_\_\_\_\_, personally known to me or proved to  
 me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument  
 and acknowledge to me that se executed the same in her capacity, and that by his signature on the instrument,  
 the individual, or the person upon behalf of which the individual acted, executed the instrument.

\_\_\_\_\_  
 Notary Public

My Commission Expires:

Residence County: \_\_\_\_\_

MONTHLY PROJECT STATUS COST CONTROL REPORT

As of \_\_\_\_\_

FULL COST REPORT SHALL HAVE ONE PAGE  
 FOR PROJECT TOTAL COST AND ADDITIONAL PAGES  
 FOR EACH FUNDING SOURCE, INCLUDING ESDC.

(Project) \_\_\_\_\_

Total Project Cost: \_\_\_\_\_ Project Number: \_\_\_\_\_ Contract Completion Date: \_\_\_\_\_ Estimated Completion Date: \_\_\_\_\_ Actual Completion Date: \_\_\_\_\_

(1) (2) (3) (4) (5) (6) (7) (8) (9) (10)  
 (2+3) (5+6)

Description	Contract/ Consultant	Budget (Date)	Original Contract/ Commitments*	Cumulative Approved C.O.'s/Amend	Revised Contract Commitments*	INVOICED			PROJECTED COST		(Over/Under) Budget	% Complete
						Prior Month Thru _____	This Month (Date)	Total To Date	Balance To Be Completed	Total Estimated Cost		
<i>(Sample Line Items Only - Use Additional Sheet if Required)</i>												
• Design												
A/E Fees												
Reimb. & Extra Services												
Other (List each item)												
• Related Design & Construction Cost												
Borings & Soils												
Environmental Survey												
Special Consultants (List)												
Other (List)												
• Testing & Inspection												
Soils/Foundation												
Other (List)												
• SUBTOTAL SOFT COSTS												
• Construction												
General Contract												
Other Items (List each item)												
• SUBTOTAL Excluding Contingency												
• Construction Contingency												
• SUBTOTAL HARD COSTS												
• Project Contingency												
• TOTAL PROJECT COST												

\*Asterisk Committed Items not yet under formal contract

Prepared By: \_\_\_\_\_

Date: \_\_\_\_\_

Approved By: \_\_\_\_\_

Date: \_\_\_\_\_

**EXHIBIT C: EMPLOYMENT GOALS**

Fort Schuyler Management Corporation, Project #Z254

**Employment Goals**

In consideration for the making of the Grant, Grantee has agreed to achieve the Employment Goals set forth in Column B below. Grantee shall submit, by February 1 of each year during the term of this Agreement, the Employment Reporting Form attached hereto as Exhibit H, indicating its Full-time Permanent Employee Count, as defined in Section 2(c) herein.

Baseline Employment	3100
---------------------	------

A	B
Reporting Date	Employment Goals
February 1, 2015	3100
February 1, 2016	3100
February 1, 2017	3100
February 1, 2018	3100
February 1, 2019	3100
February 1, 2020	3600
February 1, 2021	3600
February 1, 2022	3600
February 1, 2023	3600
February 1, 2024	3600
February 1, 2025	3600

EXHIBIT D: OPINION OF COUNSEL

[Letterhead of Counsel to the Grantee]

[Date]

Empire State Development  
95 Perry Street, Suite 500  
Buffalo, New York 14203-3030

Attn: Ms. Jean Williams, Senior Project Manager

Re: Fort Schuyler Management Corporation/Information Technologies Innovation and  
Commercialization Hub Capital, Project #Z254

Ladies and Gentlemen:

We have acted as special counsel to Fort Schuyler Management Corporation, a corporation (the "Grantee"), in connection with the execution and delivery of the Grant Disbursement Agreement dated [Date of Agreement] (the "Agreement") between New York State Urban Development Corporation d/b/a Empire State Development ("ESD") and the Grantee.

This opinion letter is being furnished to you at our client's request pursuant to Section 3(a) of the Agreement. Capitalized terms used but not defined herein shall have the meanings assigned thereto in the Agreement.

In rendering the opinions set forth herein, we have examined originals, or copies certified or otherwise identified to our satisfaction, of such documents, corporate records and other instruments as we have deemed necessary or appropriate for the purposes of this opinion letter, including (a) the Agreement, (b) the certificate of incorporation of the Grantee and (c) the by-laws of the Grantee. We have also examined and relied upon such other matters of law, documents, certificates of public officials and representations of officers and other representatives of the Grantee as we have deemed relevant, appropriate or necessary to the rendering of our opinions.

In rendering the opinions expressed below, we have assumed the legal capacity of all natural persons signing documents and that the signatures of persons signing all documents in connection with which this opinion letter is rendered are genuine, all documents submitted to us as originals or duplicate originals are authentic and all documents submitted to us as copies, whether certified or not, conform to authentic original documents. Additionally, we have assumed and relied upon the accuracy and completeness of all certificates and other statements, documents, records, financial statements and papers reviewed by us, and the accuracy and completeness of all representations, warranties, confirmations, schedules and exhibits contained in the Agreement, with respect to the factual matters set forth therein.

---



As to any facts material to the opinions expressed herein that we did not independently establish or verify, we have relied upon written statements and representations of officers and other representatives of the Grantee and of certain public officials. We have also assumed and relied upon the accuracy and completeness of all certificates and other statements, representations, documents, records, financial statements and papers reviewed by us, and the accuracy and completeness of all representations, warranties and exhibits contained in the Agreement with respect to the factual matters set forth therein.

Based upon the foregoing and subject to the assumptions, qualifications and other matters set forth herein, we are of the opinion that:

1. The Grantee is validly existing and in good standing under the laws of the State of New York and has full power and authority to execute and deliver the Agreement and to perform its obligations thereunder.
2. The Agreement has been duly authorized, executed and delivered by the Grantee and (assuming its due authorization, execution and delivery by ESD) is binding on and enforceable against the Grantee in accordance with its terms, subject to applicable bankruptcy, insolvency reorganization, arrangement, liquidation, moratorium, fraudulent conveyance or transfer and other similar laws relating to or affecting creditors' rights generally from time to time in effect and to general principles of equity (regardless of whether enforcement is sought in a proceeding in equity or at law), and except as rights under the Agreement to indemnity and contribution may be limited by federal or state laws.

We are admitted to practice in the State of New York and we express no opinion as to any matters governed by any laws other than the laws of the State of New York. The opinions expressed herein that are based on the laws of the State of New York are limited to the laws generally applicable in transactions of the type covered by the Agreement.

This opinion letter is for the benefit solely of ESD and not for the benefit of any other person. We are opining herein only as of the date hereof and we undertake no, and disclaim any, obligation to advise you of any changes in any matter set forth herein, regardless of whether changes in such matters come to our attention after the date hereof. No attorney-client relationship exists or has existed with ESD by reason of our preparation, execution and delivery of this opinion letter. By providing this opinion letter and permitting reliance hereon by you, we are not acting as your counsel and have not assumed any responsibility to advise you with respect to the adequacy of this opinion letter for your purposes. This opinion letter may not be relied upon by any other person or for any other purpose or used, quoted or otherwise referred to for any other purpose.

Very truly yours,

## EXHIBIT E: DISBURSEMENT TERMS

### Disbursement

Upon compliance with the terms of this Agreement, and receipt of the fees as set forth below, ESD shall disburse the Grant to the Grantee as follows:

#### Fees due:

Commitment Fee:	\$550,000.00 (One percent (1%) of grant amount)
Reimbursement for out-of-pocket expenses	\$ <u>948.40</u>
TOTAL due:	\$550,948.40

Up to \$55 million will be disbursed to the Grantee in installments as follows:

#### I. Disbursements for Equipment:

Up to \$40 million will be disbursed, no more frequently than monthly, for invoices due and payable for the acquisition and installation of equipment, incurred by FSMC. Requisitions for payment after the initial disbursement must include supporting documentation for the previous disbursement, including proof of payment for previously submitted payable invoices. The Grantee shall submit proof of payment for the final equipment disbursement within ninety (90) days of ESD's disbursement of these funds.

#### II. Disbursements for Real Estate:

Up to \$15 million will be disbursed to the Grantee in installments as follows:

- a. Up to \$11.2 million will be made upon presentation of an invoice and other documentation as ESD may require documenting the costs of the real estate acquisition for a portion of the Key Center. The disbursement will be made at the time of closing, assuming that all project approvals have been completed and funds are available, at a time and place agreed to by ESD. This disbursement will be available solely for real estate acquisition costs.
- b. Up to \$3.8 million will be disbursed, no more frequently than monthly and in compliance with ESD's Design and Construction Department ("D&C") requirements for invoices due and payable for renovations for a portion of the Key Center incurred by FSMC. The final 10% of this disbursement will be retained until project is complete and proof of certificate of occupancy is received by ESD. D&C staff will review project plans, scope, budget and schedule. D&C will visit the Project Location(s) at its option and attend Owner Architect Construction Manager ("OACM") meetings. Requisitions for payment after the initial disbursement must include supporting documentation for the previous disbursement, including proof of payment for previously submitted payable invoices. The Grantee shall submit proof of payment for the final disbursement within ninety (90) days of ESD's disbursement of these funds.

Payment will be made upon presentation to ESD of an invoice and such other documentation as ESD may reasonably require, in the form attached to this Agreement as Exhibit F and its attachments. Expenditures must be incurred on or after February 24, 2014 to be considered eligible project costs.

**EXHIBIT E: DISBURSEMENT TERMS, continued**

Grantee must submit all documentation for the final disbursement of the Grant by no later than April 1, 2020.

ESD reserves the right to require additional documentation to support payment requisitions.

**Wire Transfer Information:**

If ESD assistance is \$10,000 or greater, please provide:

A letter from a financial officer of the Grantee certifying to the accuracy of the following information:

Bank Name: \_\_\_\_\_

ABA #: \_\_\_\_\_

Acct. Name: \_\_\_\_\_

Acct. #: \_\_\_\_\_

---

**EXHIBIT F: CAPITAL GRANT PAYMENT REQUISITION FORM**

Note to Grantee: **Do not re-type this form.** Fill in only the version included in the executed GDA.

Ms. Jean Williams, Senior Project Manager  
 Empire State Development  
 95 Perry Street, Suite 500  
 Buffalo, New York 14203-3030

RE: Fort Schuyler Management Corporation/Information Technologies Innovation and Commercialization Hub Capital,  
 Project #Z254

Dear Ms. Williams:

Enclosed please find our request for payment/reimbursement, in the amount of \$ \_\_\_\_\_.

ESD funds may be applied by Grantee in payment or reimbursement of the following costs:

Invoice: \_\_\_\_\_

USES	A: ESD SHARE	B: ESD APPROVED REVISIONS	C: THIS REQUEST	D: TOTAL REQUESTED TO DATE	E: A-C-D BALANCE
Machinery and Equipment	\$ 40,000,000				
Real Estate Acquisition	11,200,000				
Building Renovations	3,800,000				
<b>TOTAL</b>	<b>\$ 55,000,000</b>				
(10% Retainage on Renovations)	380,000				
<b>AVAILABLE</b>	<b>\$ 54,620,000</b>				

**CERTIFICATION**

I hereby warrant and represent to Empire State Development ("ESD") that:

- 1) To the best of my knowledge, information and belief, the expenditures for which Fort Schuyler Management Corporation is seeking payment and/or reimbursement comply with the requirements of the Agreement between ESD and Fort Schuyler Management Corporation, are eligible expenses, and that the payment and/or reimbursement of expenditures for which it is seeking payment and/or reimbursement from ESD does not duplicate reimbursement or disbursement of costs and/or expenses from any other source. These findings will be subject to audit by ESD's Internal Audit Department.
- 2) I have the authority to submit this invoice on behalf of Fort Schuyler Management Corporation. The project, or portion thereof for which this invoice relates, has been completed in the manner outlined in the Agreement.
- 2) I hereby attach the following documents for ESD approval, in support of this requisition:
  - \_\_\_ Exhibit B: ESD Design & Construction Requirements
  - \_\_\_ Exhibit F-1: Financial Condition Documentation
  - \_\_\_ Exhibit F-2: Project Cost Documentation (For Software and IT Equipment only)
  - \_\_\_ Exhibit G-2: Staffing Plan
  - \_\_\_ Exhibit G-3: Workforce Employment Utilization Report
  - \_\_\_ Exhibit G-4: M/WBE Utilization Plan
  - \_\_\_ Exhibit G-5: Waiver Request Form
  - \_\_\_ Exhibit G-6: M/WBE Contractor Compliance and Payment Report

**EXHIBIT F: CAPITAL GRANT PAYMENT REQUISITION FORM, continued**

\_\_\_ Exhibit H: Report of Employment & NYS-45 form including cover page and NYS-45-ATT attachment (with social security numbers blocked out and Locations indicated as necessary) or equivalent documentation of employees, Locations, status, and payroll information.

\_\_\_ A copy of all current policies of insurance (or certificates thereof) in full compliance with the terms and conditions of Section 12 of the Agreement

- 4) There have been no materially adverse changes in the financial condition of the Grantee, except as disclosed in writing to ESD, from the date of submission of the Application to the date hereof.
- 5) The Grantee has acted responsibly from the date of submission of the Application to the date hereof in full compliance with the terms and conditions of Section 7 of the Agreement.

Signature: \_\_\_\_\_ Print Name: \_\_\_\_\_

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

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**EXHIBIT F-1: FINANCIAL CONDITION DOCUMENTATION**

Fort Schuyler Management Corporation's most recent financial statements dated not more than 90 days prior to the disbursement date.

**Exhibit F-2: DOCUMENTATION OF PROJECT COSTS**  
**Project Cost Summary [For Software & IT Equipment Only]**  
**Fort Schuyler Management Corporation/Information Technologies Innovation and**  
**Commercialization Hub Capital, Project #Z254**

Item # *	Check #	\$ Amount	Invoice date	Vendor Name	Description of Item or Service
TOTAL:					

PREPARED BY: \_\_\_\_\_ DATE: \_\_\_\_\_

\*Indicate item numbers clearly on any supporting documentation such as cancelled checks, bank statements and invoices. **Copy form as necessary. An Excel version of this form must be utilized. Please provide an Excel version of Exhibit F-2 to Jean Williams at [jwilliams@esd.ny.gov](mailto:jwilliams@esd.ny.gov).**

Note: If construction is being documented with AIA forms, please be sure that all applicable sections are completed, signed & notarized.

**EXHIBIT F-3: EQUITY EXPENDITURES AFFIDAVIT**

**Intentionally Deleted**

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**EXHIBIT G: PARTICIPATION BY MINORITY GROUP MEMBERS AND WOMEN WITH  
RESPECT TO STATE CONTRACTS: REQUIREMENTS AND PROCEDURES**

**I. General Provisions**

- A. Empire State Development (ESD) is required to implement the provisions of New York State Executive Law Article 15-A and 5 NYCRR Parts 142-144 ("MWBE Regulations") for all State contracts as defined therein, with a value (1) in excess of \$25,000 for labor, services, equipment, materials, or any combination of the foregoing or (2) in excess of \$100,000 for real property renovations and construction.
- B. The Recipient of the subject Grant Disbursement Agreement (the "Recipient" and the "Contract," respectively) agrees, in addition to any other nondiscrimination provision of the Contract and at no additional cost to ESD, to fully comply and cooperate with the ESD in the implementation of New York State Executive Law Article 15-A. These requirements include equal employment opportunities for minority group members and women ("EEO") and contracting opportunities for certified minority and women-owned business enterprises ("MWBEs"). Recipient's demonstration of "good faith efforts" pursuant to 5 NYCRR §142.8 shall be a part of these requirements. These provisions shall be deemed supplementary to, and not in lieu of, the nondiscrimination provisions required by New York State Executive Law Article 15 (the "Human Rights Law") or other applicable federal, state or local laws.
- C. Failure to comply with all of the requirements herein may result in a finding of non-responsiveness, non-responsibility and/or a breach of contract, leading to the withholding of funds or such other actions, liquidated damages pursuant to Section VII of this Appendix or enforcement proceedings as allowed by the Contract.

**II. Contract Goals**

- A. For purposes of this Contract, the ESD hereby establishes an overall goal of **30%** for Minority and Women-Owned Business Enterprises ("MWBE") participation related to the eligible categories totaling approximately \$15,000,000. As such, the MWBE utilization shall be no less than \$4,500,000. The overall MWBE participation goal shall include MBE participation of **15%** (\$2,250,000) and WBE participation of **15%** (\$2,250,000).
  - B. For purposes of providing meaningful participation by MWBEs on the Contract and achieving the Contract Goals established in Section II-A hereof, Recipient should reference the directory of New York State Certified MWBEs found at the following internet address:  
  
<https://ny.newnewcontracts.com/>  
  
Additionally, Recipient is encouraged to contact the Division of Minority and Woman Business Development ((518) 292-5250; (212) 803-2414; or (716) 846-8200) to discuss additional methods of maximizing participation by MWBEs on the Contract.
  - C. Where MWBE goals have been established herein, pursuant to 5 NYCRR §142.8, Recipient must document "good faith efforts" to provide meaningful participation
-

**EXHIBIT G: PARTICIPATION BY MINORITY GROUP MEMBERS AND WOMEN WITH  
RESPECT TO STATE CONTRACTS: REQUIREMENTS AND PROCEDURES**

by MWBEs as subcontractors or suppliers in the performance of the Contract. In accordance with Section 316-a of Article 15-A and 5 NYCRR §142.13, the Recipient acknowledges that if Recipient is found to have willfully and intentionally failed to comply with the MWBE participation goals set forth in the Contract, such a finding constitutes a breach of contract and the Recipient shall be liable to the ESD for liquidated or other appropriate damages, as set forth herein.

**III. Equal Employment Opportunity (EEO)**

- A. Recipient agrees to be bound by the provisions of Article 15-A and the MWBE Regulations promulgated by the Division of Minority and Women's Business Development of the Department of Economic Development (the "Division"). If any of these terms or provisions conflict with applicable law or regulations, such laws and regulations shall supersede these requirements.
- B. Recipient shall comply with the following provisions of Article 15-A:
1. Recipient and subcontractors shall undertake or continue existing EEO programs to ensure that minority group members and women are afforded equal employment opportunities without discrimination because of race, creed, color, national origin, sex, age, disability or marital status. For these purposes, EEO shall apply in the areas of recruitment, employment, job assignment, promotion, upgrading, demotion, transfer, layoff, or termination and rates of pay or other forms of compensation.
  2. The Recipient shall submit an EEO policy statement to the ESD with the executed Contract.
  3. If Recipient or subcontractor does not have an existing EEO policy statement, the ESD may provide the Recipient or subcontractor a model statement (see EXHIBIT G-1: M/WBE Participation/Equal Employment Opportunity Policy Statement).
  4. The Recipient's EEO policy statement shall include the following language:
    - a. The Recipient will not discriminate against any employee or applicant for employment because of race, creed, color, national origin, sex, age, disability or marital status, will undertake or continue existing EEO programs to ensure that minority group members and women are afforded equal employment opportunities without discrimination, and shall make and document its conscientious and active efforts to employ and utilize minority group members and women in its work force.
    - b. The Recipient shall state in all solicitations or advertisements for employees that, in the performance of the Contract, all qualified applicants will be afforded equal employment opportunities without discrimination because of race, creed, color, national origin, sex, age, disability or marital status.
    - c. The Recipient shall request each employment agency, labor union, or authorized representative of workers with which it has a collective bargaining or other agreement or understanding, to furnish a written statement that such employment agency, labor union, or representative will

**EXHIBIT G: PARTICIPATION BY MINORITY GROUP MEMBERS AND WOMEN WITH  
RESPECT TO STATE CONTRACTS: REQUIREMENTS AND PROCEDURES**

not discriminate on the basis of race, creed, color, national origin, sex age, disability or marital status and that such union or representative will affirmatively cooperate in the implementation of the Recipient's obligations herein.

- d. The Recipient will include the provisions of Subdivisions (a) through (c) of this Subsection 4 and Paragraph "E" of this Section III, which provides for relevant provisions of the Human Rights Law, in every subcontract in such a manner that the requirements of the subdivisions will be binding upon each subcontractor as to work in connection with the Contract.

**C. EXHIBIT G-2: Staffing Plan**

To ensure compliance with this Section, the Recipient shall submit a staffing plan to document the composition of the proposed workforce to be utilized in the performance of the Contract by the specified categories listed, including ethnic background, gender, and Federal occupational categories. Recipients shall complete the Staffing plan form and submit it as part of the executed Contract.

**D. EXHIBIT G-3: Work Force Employment Utilization Report ("Workforce Report")**

1. Once a contract has been awarded and during the term of Contract, Recipient is responsible for updating and providing notice to the ESD of any changes to the previously submitted Staffing Plan. This information is to be submitted on a quarterly basis during the term of the contract to report the actual workforce utilized in the performance of the contract by the specified categories listed including ethnic background, gender, and Federal occupational categories. The Workforce Report must be submitted to report this information.
  2. Separate forms shall be completed by Recipient and any subcontractor performing work on the Contract.
  3. In limited instances, Recipient may not be able to separate out the workforce utilized in the performance of the Contract from Recipient's and/or sub's total workforce. When a separation can be made, Recipient shall submit the Workforce Report and indicate that the information provided related to the actual workforce utilized on the Contract. When the workforce to be utilized on the contract cannot be separated out from Recipient's and/or subcontractor's total workforce, Recipient shall submit the Workforce Report and indicate that the information provided is Recipient's total workforce during the subject time frame, not limited to work specifically under the contract.
- E. Recipient shall comply with the provisions of the Human Rights Law, all other State and Federal statutory and constitutional non-discrimination provisions. Recipient and subcontractors shall not discriminate against any employee or applicant for employment because of race, creed (religion), color, sex, national origin, sexual orientation, military status, age, disability, predisposing genetic characteristic, marital status or domestic violence victim status, and shall also follow the requirements of the Human Rights Law with regard to non-discrimination on the basis of prior criminal conviction and prior arrest.**

**EXHIBIT G: PARTICIPATION BY MINORITY GROUP MEMBERS AND WOMEN WITH  
RESPECT TO STATE CONTRACTS: REQUIREMENTS AND PROCEDURES**

**IV. MWBE Utilization Plan**

- A. The Recipient represents and warrants that Recipient has submitted an MWBE Utilization Plan (EXHIBIT G-4) either prior to, or at the time of, the execution of the Contract.
- B. Recipient agrees to use such MWBE Utilization Plan for the performance of MWBEs on the Contract pursuant to the prescribed MWBE goals set forth in Section II-A of this Exhibit.
- C. Recipient further agrees that a failure to submit and/or use such MWBE Utilization Plan shall constitute a material breach of the terms of the Contract. Upon the occurrence of such a material breach, ESD shall be entitled to any remedy provided herein, including but not limited to, a finding of Recipient non-responsiveness.

**V. Waivers**

- A. For Waiver Requests Recipient should use the Waiver Request Form (EXHIBIT G-5).
- B. If the Recipient, after making good faith efforts, is unable to comply with MWBE goals, the Recipient may submit a Request for Waiver form documenting good faith efforts by the Recipient to meet such goals. If the documentation included with the waiver request is complete, the ESD shall evaluate the request and issue a written notice of acceptance or denial within twenty (20) days of receipt.
- C. If the ESD, upon review of the MWBE Utilization Plan and updated Quarterly MWBE Contractor Compliance Reports determines that Recipient is failing or refusing to comply with the Contract goals and no waiver has been issued in regards to such non-compliance, the ESD may issue a notice of deficiency to the Recipient. The Recipient must respond to the notice of deficiency within seven (7) business days of receipt. Such response may include a request for partial or total waiver of MWBE Contract Goals.

**VI. Quarterly MWBE Contractor Compliance Report**

Recipient is required to submit a Quarterly MWBE Contractor Compliance and Payment Report (EXHIBIT G-6) to the ESD by the 10<sup>th</sup> day following each end of quarter over the term of the Contract documenting the progress made towards achievement of the MWBE goals of the Contract.

**VII. Liquidated Damages/Recapture - MWBE Participation**

- A. Where ESD determines that Recipient is not in compliance with the requirements of the Contract and Recipient refuses to comply with such requirements, or if Recipient is found to have willfully and intentionally failed to comply with the MWBE participation goals, Recipient shall be obligated to pay to the ESD liquidated damages or be subject to recapture of grant proceeds ("Recapture").
-

**EXHIBIT G: PARTICIPATION BY MINORITY GROUP MEMBERS AND WOMEN WITH  
RESPECT TO STATE CONTRACTS: REQUIREMENTS AND PROCEDURES**

- B. Such liquidated damages or Recapture shall be calculated as an amount equaling the difference between:
1. All sums identified for payment to MWBEs had the Recipient achieved the contractual MWBE goals; and
  2. All sums actually paid to MWBEs for work performed or materials supplied under the Contract.
- C. In the event a determination has been made which requires the payment of liquidated damages (and such identified sums have not been withheld by the ESD) or Recapture, Recipient shall pay such liquidated damages or Recapture to the ESD within sixty (60) days after they are assessed by the ESD unless prior to the expiration of such sixtieth day, the Recipient has filed a complaint with the Director of the Division of Minority and Woman Business Development pursuant to Subdivision 8 of Section 313 of the Executive Law in which event the liquidated damages or Recapture shall be payable if Director renders a decision in favor of the ESD.
-

**EXHIBIT G-1: OFFICE OF CONTRACTOR AND SUPPLIER DIVERSITY  
M/WBE PARTICIPATION / EQUAL EMPLOYMENT OPPORTUNITY POLICY STATEMENT**

I, Alicia Dicks (CONTRACTOR REPRESENTATIVE), of the ESDC  
ESDC (AWARDEE/CONTRACTOR) agree to adopt the following policies with respect to  
the project being developed or services rendered at Key Center Buffalo  
\_\_\_\_\_.

**M/WBE PARTICIPATION (M/WBE)**

This organization will and will cause its contractors and subcontractors to take good faith actions to achieve the M/WBE contract participations goals set by the State for that area in which the State-funded project is located, by taking the following steps:

- (1) Actively and affirmatively solicit bids for contracts and subcontracts from qualified State certified MBEs or WBEs, including solicitations to M/WBE contractor associations.
- (2) Request a list of State-certified M/WBEs from ESD's Office of Contractor and Supplier Diversity and solicit bids from them directly.
- (3) Ensure that plans, specifications, request for proposals and other documents used to secure bids will be made available in sufficient time for review by prospective M/WBEs.
- (4) Where feasible, divide the work into smaller portions to enhance participations by M/WBEs and encourage the formation of joint venture and other partnerships among M/WBE contractors to enhance their participation.
- (5) Document and maintain records of bid solicitation, including those to M/WBEs and the results thereof. Contractor will also maintain records of actions that its subcontractors have taken toward meeting M/WBE contract participation goals.
- (6) Ensure that progress payments to M/WBEs are made on a timely basis so that undue financial hardship is avoided, and that bonding and other credit requirements are waived or appropriate alternatives developed to encourage M/WBE participation.

**EQUAL EMPLOYMENT OPPORTUNITY POLICY (EEO)**


- (a) This organization will not discriminate against any employee or applicant for employment because of race, creed, color, national origin, sex, age, disability or marital status, will undertake or continue existing programs of affirmative action to ensure that minority group members are afforded equal employment opportunities without discrimination, and shall make and document its conscientious and active efforts to employ and utilize minority group members and women in its work force on state contracts.
- (b) This organization shall state in all solicitation or advertisements for employees that in the performance of the State contract all qualified applicants will be afforded equal employment opportunities without discrimination because of race, creed, color, national origin, sex disability or marital status.

**EXHIBIT G-1: OFFICE OF CONTRACTOR AND SUPPLIER DIVERSITY**

**M/WBE PARTICIPATION / EQUAL EMPLOYMENT OPPORTUNITY POLICY STATEMENT**

- (c) At the request of the contracting agency, this organization shall request each employment agency, labor union, or authorized representative will not discriminate on the basis of race, creed, color, national origin, sex, age, disability or marital status and that such union or representative will affirmatively cooperate in the implementation of this organization's obligations herein.
- (d) This organization will include the provisions of sections (a) through (c) of this agreement in every subcontract in such a manner that the requirements of the subdivisions will be binding upon each subcontractor as to work in connection with the State contract.

Agreed on this 28 day of August, 20 14.

By:   
(SIGNATURE)

Print Name: Alicia Dicks  
Title: President

**Minority Business Enterprise Liaison**

\_\_\_\_\_ (Name of Designated Liaison) is designated as the Minority Business Enterprise Liaison responsible for administering the Minority and Women-Owned Business Enterprises- Equal Employment Opportunity (M/WBE-EEO) program.

**M/WBE Contract Goals**

\_\_\_\_\_ % Minority Business Enterprise Participation

\_\_\_\_\_ % Women's Business Enterprise Participation

**EEO Contract Goals**

\_\_\_\_\_ % Minority Labor Force Participation

\_\_\_\_\_ % Female Labor Force Participation

\_\_\_\_\_  
(Authorized Representative)

Print Name: \_\_\_\_\_

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

Date: \_\_\_\_\_



**EXHIBIT G-2: OFFICE OF CONTRACTOR AND SUPPLIER DIVERSITY**

**STAFFING PLAN**

Submit with Bid or Proposal – Instructions on page 2

<b>Solicitation No.:</b>	<b>Reporting Entity:</b>	<b>Report Includes Contractor's/Subcontractor's:</b> <input type="checkbox"/> Work force to be utilized on this contract <input type="checkbox"/> Total work force <input type="checkbox"/> Offeror <input type="checkbox"/> Subcontractor <b>Subcontractor's Name:</b>
<b>Offeror's Name:</b>		
<b>Offeror's Address:</b>		

**Enter the total number of employees for each classification in each of the EEO-Job Categories identified**

EEO-Job Category	Total Work force	Work force by Gender		Work force by Race/Ethnic Identification								Disabled		Veteran			
		Total Male (M)	Total Female (F)	White		Black		Hispanic		Asian		Native American		(M)	(F)	(M)	(F)
				(M)	(F)	(M)	(F)	(M)	(F)	(M)	(F)	(M)	(F)				
Officials/Administrators																	
Professionals																	
Technicians																	
Sales Workers																	
Office/Clerical																	
Craft Workers																	
Laborers																	
Service Workers																	
Temporary /Apprentices																	
<b>Totals</b>																	

<b>PREPARED BY (Signature):</b>  _____	<b>NAME:</b> <b>TITLE:</b> <b>DATE:</b>	<b>TELEPHONE NO.:</b> <b>ALTERNATE TEL:</b> <b>EMAIL ADDRESS:</b>
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Submit completed with bid or proposal M/WBE 101 (Rev 04/2012)

**General Instructions:** All Offerors and each subcontractor identified in the bid or proposal must complete an EEO Staffing Plan (M/WBE 101) and submit it as part of the bid or proposal package. Where the work force to be utilized in the performance of the State contract can be separated out from the contractor's and/or





## EXHIBIT G-2: OFFICE OF CONTRACTOR AND SUPPLIER DIVERSITY STAFFING PLAN

Subcontractor's total work force, the Offeror shall complete this form only for the anticipated work force to be utilized on the State contract. Where the work force to be utilized in the performance of the State contract cannot be separated out from the contractor's and/or Subcontractor's total work force, the Offeror shall complete this form for the contractor's and/or Subcontractor's total work force.

### Instructions:

1. Enter the Solicitation number that this report applies to along with the name and address of the Offeror.
2. Check off the appropriate box to indicate if the Offeror completing the report is the contractor or a subcontractor.
3. Check off the appropriate box to indicate work force to be utilized on the contract or the Offerors' total work force.
4. Enter the total work force by EEO job category.
5. Break down the anticipated total work force by gender and enter under the heading 'Work force by Gender'
6. Break down the anticipated total work force by race/ethnic identification and enter under the heading 'Work force by Race/Ethnic Identification'. Contact the M/WBE Permissible contact(s) for the solicitation if you have any questions.
7. Enter information on disabled or veterans included in the anticipated work force under the appropriate headings.
8. Enter the name, title, phone number and email address for the person completing the form. Sign and date the form in the designated boxes.

### RACE/ETHNIC IDENTIFICATION:

Race/ethnic designations as used by the Equal Employment Opportunity Commission do not denote scientific definitions of anthropological origins. For the purposes of this report, an employee may be included in the group to which he or she appears to belong, identifies with, or is regarded in the community as belonging. However, no person should be counted in more than one race/ethnic group. The race/ethnic categories for this survey are:

- **WHITE** (Not of Hispanic origin) All persons having origins in any of the original peoples of Europe, North Africa, or the Middle East.
- **BLACK** a person, not of Hispanic origin, who has origins in any of the black racial groups of the original peoples of Africa.
- **HISPANIC** a person of Mexican, Puerto Rican, Cuban, Central or South American or other Spanish culture or origin, regardless of race.
- **ASIAN & PACIFIC ISLANDER** a person having origins in any of the original peoples of the Far East, Southeast Asia, the Indian subcontinent or the Pacific Islands.
- **NATIVE INDIAN (NATIVE AMERICAN/ALASKAN NATIVE)** a person having origins in any of the original peoples of North America, and who maintains cultural identification through tribal affiliation or community recognition.

### OTHER CATEGORIES:

- **DISABLED INDIVIDUAL** any person who:
  - has a physical or mental impairment that substantially limits one or more major life activity(ies)
  - has a record of such an impairment; or
  - is regarded as having such an impairment.
- **VIETNAM ERA VETERAN** a veteran who served at any time between and including January 1, 1963 and May 7, 1975.
- **GENDER** Male or Female





**EXHIBIT G-3: OFFICE OF CONTRACTOR AND SUPPLIER DIVERSITY  
WORKFORCE EMPLOYMENT UTILIZATION REPORT**

Submit the above completed form to:

**Empire State Development  
Office of Contractor and Supplier Diversity  
633 Third Avenue, 33<sup>rd</sup> Floor  
New York, NY 10017**

**General Instructions:** The work force utilization (M/WBE 102) is to be submitted on a quarterly basis during the life of the contract to report the actual work force utilized in the performance of the contract broken down by the specified categories. When the work force utilized in the performance of the contract can be separated out from the contractor's and/or subcontractor's total work force, the contractor and/or subcontractor shall submit a Utilization Report of the work force utilized on the contract. When the work force to be utilized on the contract cannot be separated out from the contractor's and/or subcontractor's total work force, information on the total work force shall be included in the Utilization Report. Utilization reports are to be completed for the quarters ended 3/31, 6/30, 9/30 and 12/31 and submitted to the M/WBE Program Management Unit within 15 days of the end of each quarter. If there are no changes to the work force utilized on the contract during the reporting period, the contractor can submit a copy of the previously submitted report indicating no change with the date and reporting period updated.

**Instructions for completing:**

1. Enter the number of the contract that this report applies to along with the name and address of the Contractor preparing the report.
2. Check off the appropriate box to indicate if the entity completing the report is the contractor or a subcontractor.
3. Check off the box that corresponds to the reporting period for this report.
4. Check off the appropriate box to indicate if the work force being reported is just for the contract or the Contractor's total work force.
5. Enter the total work force by EEO job category.
6. Break down the total work force by gender and enter under the heading 'Work force by Gender'
7. Break down the total work force by race/ethnic background and enter under the heading 'Work force by Race/Ethnic Identification'. Contact the M/WBE Program Management Unit at (518) 474-5513 if you have any questions.
8. Enter information on any disabled or veteran employees included in the work force under the appropriate heading.
9. Enter the name, title, phone number and email address for the person completing the form. Sign and date the form in the designated boxes.

**EXHIBIT G-3: OFFICE OF CONTRACTOR AND SUPPLIER DIVERSITY  
WORKFORCE EMPLOYMENT UTILIZATION REPORT**

**RACE/ETHNIC IDENTIFICATION**

Race/ethnic designations as used by the Equal Employment Opportunity Commission do not denote scientific definitions of anthropological origins. For the purposes of this report, an employee may be included in the group to which he or she appears to belong, identifies with, or is regarded in the community as belonging. However, no person should be counted in more than one race/ethnic group. The race/ethnic categories for this survey are:

- **WHITE** (Not of Hispanic origin) All persons having origins in any of the original peoples of Europe, North Africa, or the Middle East.
- **BLACK** a person, not of Hispanic origin, who has origins in any of the black racial groups of the original peoples of Africa.
- **HISPANIC** a person of Mexican, Puerto Rican, Cuban, Central or South American or other Spanish culture or origin, regardless of race.
- **ASIAN & PACIFIC ISLANDER** a person having origins in any of the original peoples of the Far East, Southeast Asia, the Indian subcontinent or the Pacific Islands.
- **NATIVE INDIAN (NATIVE AMERICAN/ALASKAN NATIVE)** a person having origins in any of the original peoples of North America, and who maintains cultural identification through tribal affiliation or community recognition.

**OTHER CATEGORIES**

- **DISABLED INDIVIDUAL** any person who:
  - has a physical or mental impairment that substantially limits one or more major life activity(ies)
  - has a record of such an impairment; or
  - is regarded as having such an impairment.
- **VIETNAM ERA VETERAN** a veteran who served at any time between and including January 1, 1963 and May 7, 1975.
- **GENDER** Male or Female



**EXHIBIT G-4: OFFICE OF CONTRACTOR AND SUPPLIER DIVERSITY  
M/WBE UTILIZATION PLAN**

**INSTRUCTIONS:** This form must be submitted with any bid, proposal, or proposed negotiated contract or within a reasonable time thereafter, but prior to contract award. This MWBE Utilization Plan must contain a detailed description of the supplies and/or services to be provided by each certified Minority and Women-owned Business Enterprise (M/WBE) under the contract. Attach additional sheets if necessary.

**Federal Employer Identification No. (FEIN):**

**Offeror's Name:**

**Region/Locations of Work:**

**Offeror's Address:**

**Solicitation No.:**

**City, State, Zip Code:**

**Project No.:**

**Telephone No.:**

**M/WBE Goals in the Contract: MBE -      % WBE -      %**

1. Certified M/WBE Subcontractors/Suppliers Federal Employer Identification Number (FEIN), Name, Address, Phone, Fax and Email Address.	2. Classification	3. Federal ID No.	4. Detailed Description of Work (Attach additional sheets, if necessary)	5. Dollar Value of Subcontracts / Supplies / Services and intended performance dates of each component of the contract.
A.	<u>NYS ESD CERTIFIED</u> <input type="checkbox"/> MBE <input type="checkbox"/> WBE			
B.	<u>NYS ESD CERTIFIED</u> <input type="checkbox"/> MBE <input type="checkbox"/> WBE			



**EXHIBIT G-4: OFFICE OF CONTRACTOR AND SUPPLIER DIVERSITY  
M/WBE UTILIZATION PLAN**

**6. IF UNABLE TO FULLY MEET THE MBE AND WBE GOALS SET FORTH IN THE CONTRACT, OFFEROR MUST SUBMIT A WAIVER REQUEST FORM (FORM E4).**

**PREPARED BY (Signature):** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**Preparer's Name (Print or Type):**

**Preparer's Title:**

**Date:**

SUBMISSION OF THIS FORM CONSTITUTES THE OFFEROR'S ACKNOWLEDGEMENT AND AGREEMENT TO COMPLY WITH THE M/WBE REQUIREMENTS SET FORTH UNDER NYS EXECUTIVE LAW, ARTICLE 15-A, 5 NYCRR PART 143, AND THE ABOVE-REFERENCED SOLICITATION. FAILURE TO SUBMIT COMPLETE AND ACCURATE INFORMATION MAY RESULT IN A FINDING OF NONCOMPLIANCE AND POSSIBLE TERMINATION OF YOUR CONTRACT.

**TELEPHONE NO.:**

**EMAIL ADDRESS:**

**\*\* FOR OCSD-M/WBE USE ONLY \*\***

**REVIEWED BY:**

**DATE:**

**UTILIZATION PLAN APPROVED?**

YES  NO **Date:**

**Contract No.:**

**Project No. (if applicable):**

**Contract Award Date:**

**Estimated Date of Completion:**

**Amount Obligated Under the Contract:**

**Description of Work:**

**NOTICE OF DEFICIENCY ISSUED?**

YES  NO **Date of Issue:**

**NOTICE OF ACCEPTANCE ISSUED?**

YES  NO **Date of Issue:**

**EXHIBIT G-5: OFFICE OF CONTRACTOR AND SUPPLIER DIVERSITY  
WAIVER REQUEST FORM**

<b>Waiver Applicant</b>		
Offeror / Contractor Name:	Fed ID No.:	
Address:	Solicitation/Contract No.:	
City, State, Zip Code:	M/WBE Goals: MBE: _____%    WBE: _____%	
<p><b><u>By submitting this form and the required information, the offeror / contractor certifies that every "Good Faith Effort" has been taken to promote M/WBE participation pursuant to the M/WBE requirements set forth under the contract. Review 5 NYCRR §142.8, Contractor's Good Faith Efforts, on page 2 of this form for the precise definition of "Good Faith Effort".</u></b></p>		
<p><b>Contractor is requesting a:</b></p> <p>1. <input type="checkbox"/> MBE Waiver – A waiver of the MBE Goal for this procurement is requested.  <input type="checkbox"/> Total    <input type="checkbox"/> Partial</p> <p>2. <input type="checkbox"/> WBE Waiver – A waiver of the WBE Goal for this procurement is requested.  <input type="checkbox"/> Total    <input type="checkbox"/> Partial</p> <p>3. <input type="checkbox"/> Waiver Pending ESD Certification – (Check here if subcontractors or suppliers of Contractor are not certified M/WBE, but an application for certification has been filed with Empire State Development).  Date of such filing with Empire State Development Corporation: _____</p>		
<p>PREPARED BY (Signature): _____ Date: _____</p> <p>SUBMISSION OF THIS FORM CONSTITUTES THE OFFEROR/CONTRACTOR'S ACKNOWLEDGEMENT AND AGREEMENT TO COMPLY WITH THE M/WBE REQUIREMENTS SET FORTH UNDER NYS EXECUTIVE LAW, ARTICLE 15-A AND 5 NYCRR PART 143. FAILURE TO SUBMIT COMPLETE AND ACCURATE INFORMATION MAY RESULT IN A FINDING OF NONCOMPLIANCE AND/OR TERMINATION OF THE CONTRACT.</p>		
Name and Title of Preparer (Printed or Typed):	Telephone Number:	Email Address:
<p>Submit with the bid or proposal or if submitting after award submit to:</p> <p><b>Empire State Development Office of Contractor and Supplier Diversity 633 Third Avenue, 33<sup>rd</sup> Floor New York, New York 10017</b></p>	<b>***** FOR M/WBE USE ONLY *****</b>	
	REVIEWED BY:	DATE:
	<p>Waiver Granted: <input type="checkbox"/> YES    MBE: <input type="checkbox"/>    WBE: <input type="checkbox"/></p> <p><input type="checkbox"/> Total Waiver    <input type="checkbox"/> Partial Waiver</p> <p><input type="checkbox"/> ESD Certification Waiver    <input type="checkbox"/> *Conditional</p> <p><input type="checkbox"/> Notice of Deficiency Issued _____</p> <p>* <u>Comments:</u></p>	

**EXHIBIT G-5: OFFICE OF CONTRACTOR AND SUPPLIER DIVERSITY**

**WAIVER REQUEST FORM**

**5 NYCRR §142.8 - Contractor's Good Faith Efforts**

- (a) The contractor must document its good faith efforts toward meeting certified minority and women-owned business enterprise utilization plans by providing, at a minimum:
  - (1) Copies of its solicitations of certified minority and women-owned business enterprises and any responses thereto;
  - (2) If responses to the contractor's solicitations were received, but a certified minority or woman-owned business enterprise was not selected, the specific reasons that such enterprise was not selected;
  - (3) Copies of any advertisements for participation by certified minority and women-owned business enterprises timely published in appropriate general circulation, trade and minority or women-oriented publications, together with the listing(s) and date(s) of the publication of such advertisements;
  - (4) Copies of any solicitations of certified minority and/or women-owned business enterprises listed in the directory of certified businesses;
  - (5) The dates of attendance at any pre-bid, pre-award, or other meetings, if any, scheduled by the State agency awarding the State contract, with certified minority and women-owned business enterprises which the State agency determined were capable of performing the State contract scope of work for the purpose of fulfilling the contract participation goals;
  - (6) Information describing the specific steps undertaken to reasonably structure the contract scope of work for the purpose of subcontracting with, or obtaining supplies from, certified minority and women-owned business enterprises.
  
- (b) In addition to the information provided by the contractor in paragraph (a) above, the State agency may also consider the following to determine whether the contractor has demonstrated good faith efforts:
  - (1) Whether the contractor submitted an alternative utilization plan consistent with the subcontract or supplier opportunities in the contract;
  - (2) The number of certified minority and women-owned business enterprises in the region listed in the directory of certified businesses that could, in the judgment of the State agency, perform work required by the State contract scope of work;
  - (3) The actions taken by the contractor to contact and assess the ability of certified minority and women-owned business enterprises located outside of the region in which the State contract scope of work is to be performed to participate on the State contract;
  - (4) Whether the contractor provided relevant plans, specifications or terms and conditions to certified minority and women-owned business enterprises sufficiently in advance to enable them to prepare an informed response to a contractor request for participation as a subcontractor or supplier;
  - (5) The terms and conditions of any subcontract or provision of suppliers offered to certified minority or women-owned business enterprises and a comparison of such terms and conditions





**EXHIBIT G-6: OFFICE OF CONTRACTOR AND SUPPLIER DIVERSITY  
M/WBE CONTRACTOR COMPLIANCE AND PAYMENT REPORT**

PROJECT SPONSOR/DEVELOPER  
(or "REPORTING COMPANY"):

FEDERAL EIN #:

ADDRESS:

TOWN/COUNTY/ZIP:

CONTACT PERSON:

TELEPHONE:

EMAIL:

ESD/OCSD REPRESENTATIVE:

PROJECT NAME:

PROJECT #:

PROJECT START DATE:

PERCENT COMPLETE:

ACTUAL COMPLETION DATE:

Attach M/WBE executed contracts, final lien waivers, cancelled checks, etc., or other documentation describing the "Good Faith Efforts" taken to achieve M/WBE program. This report should be completed and signed by an officer of the Reporting Company.

PRIME CONTRACTOR (Federal EIN #, Firm's Name, Address, Contact Person, Title and Phone # with area code)	CONTRACT AMOUNT	M/WBE SUBCONTRACTOR (Federal EIN #, Subcontractor Name, Address, Contact Person, Title and Phone # with area code)	SCOPE OF SERVICES	M/WBE CONTRACT AMOUNT	M/WBE PAYMENTS PREVIOUSLY REPORTED	M/WBE PAYMENTS ON CURRENT REPORT	TOTAL M/WBE PAYMENTS TO DATE

CERTIFICATION: I, \_\_\_\_\_ (Print Name), the \_\_\_\_\_ (Title) of the Reporting Company above, do certify that (i) I have read this Compliance Report and (ii) to the best of my knowledge, information and belief, the information contained herein is complete and accurate.

SIGNATURE: \_\_\_\_\_

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



**EXHIBIT G-6: OFFICE OF CONTRACTOR AND SUPPLIER DIVERSITY**  
M/WBE CONTRACTOR COMPLIANCE AND PAYMENT REPORT

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**SUBMIT REPORT TO:** OFFICE OF CONTRACTOR AND SUPPLIER DIVERSITY  
EMPIRE STATE DEVELOPMENT  
633 THIRD AVENUE, 33<sup>rd</sup> FLOOR  
NEW YORK, NY 10017

Completed Exhibits may also be emailed directly to OCSD at [ocsd@esd.ny.gov](mailto:ocsd@esd.ny.gov). All email submissions must include the name and contact information of the individual or firm submitting the information.

**QUESTIONS?** Please contact the OCSD's Project Managers or email the division at [ocsd@esd.ny.gov](mailto:ocsd@esd.ny.gov).

**Vikas Gera**  
Project Manager, OCSD  
(212) 803-3244  
[vgera@esd.ny.gov](mailto:vgera@esd.ny.gov)

**Denise Ross**  
Project Manager, OCSD  
(212) 803-3226  
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**Diane Kinnicutt**  
Dept. of Economic Dev. (DED)  
(518) 292-5727  
[dkinnicutt@esd.ny.gov](mailto:dkinnicutt@esd.ny.gov)

Finger Lakes  
Western New York  
NYC- Brooklyn & Queens  
Long Island  
All ESD Subsidiaries

Southern Tier  
Mohawk Valley  
Mid-Hudson Region  
NYC-Manhattan, Staten Island  
& Bronx

North Country  
Capital District  
Central New York  
DED Procurement

**EXHIBIT H: REPORT OF EMPLOYMENT**  
**NEW YORK STATE URBAN DEVELOPMENT CORPORATION**  
**d\b\ a EMPIRE STATE DEVELOPMENT**  
**Fort Schuyler Management Corporation/Information Technologies Innovation and**  
**Commercialization Hub Capital, Project #Z254**

**EXHIBIT H: REPORT OF EMPLOYMENT (WITH COMPANY'S NYS FORM 45 ATTACHED)**

Complete EITHER Table A (as Annual Report\*) OR Table B (with every Payment Request)\*

\* **Attach** NYS-45 form including cover page and NYS-45-ATT attachment (with **blocked out** social security numbers and location indicated as necessary. If the reported employment figures on Exhibit H vary materially from those reported to the New York State Department of Labor on NYS-45, please attach an explanation identifying reasons for any difference.

**FULL-TIME PERMANENT EMPLOYEES**

For purposes of this Agreement, a Full-time Permanent Employee shall mean

- (a) a full-time, permanent, private-sector employee on the Grantee's payroll, who has worked at the Project Location for a minimum of thirty-five hours per week for not less than four consecutive weeks and who is entitled to receive the usual and customary fringe benefits extended by Grantee to other employees with comparable rank and duties; or
- (b) two part-time, permanent, private-sector employees on Grantee's payroll, who have worked at the Project Location for a combined minimum of thirty-five hours per week for not less than four consecutive weeks and who are entitled to receive the usual and customary fringe benefits extended by Grantee to other employees with comparable rank and duties.

**Table A: Annual Report due every February 1 for prior calendar year\***

FULL-TIME PERMANENT EMPLOYEES	As of Grantee's last payroll date on or prior to the end of the designated quarter				ANNUAL AVERAGE (Based on the four quarterly numbers)
	March 31, 20__	June 30, 20__	Sept. 30, 20__	Dec. 31, 20__	
At Project Location					
At Other New York Locations (if applicable)					

**Table B: With every Payment Request**

FULL-TIME PERMANENT EMPLOYEES	as of ____/____/____ (date of request)
At Project Location	
At Other New York Locations (if applicable)	

The information included herein is correct to the best of my knowledge and belief.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name and Title: \_\_\_\_\_

*Any false statement herein may cause the borrower or grantee to be in default under its grant disbursement agreement with ESD.*

NEW YORK STATE URBAN DEVELOPMENT CORPORATION  
d/b/a EMPIRE STATE DEVELOPMENT CORPORATION  
Fort Schuyler Management Corporation/Information Technologies Innovation and  
Commercialization Hub Capital, Project #Z254

**EXHIBIT H-1**  
**REPORT OF EMPLOYMENT AFFIDAVIT IN LIEU OF AUTHORIZATION**  
**TO VIEW FORM NYS-45**

STATE OF NEW YORK )

) ss.:

COUNTY OF ERIE )

The Undersigned, being duly sworn, deposes and says:

1. I, \_\_\_\_\_, am the \_\_\_\_\_ of \_\_\_\_\_ (the "Grantee"), a corporation that is duly organized and validly existing under the laws of \_\_\_\_\_, and is authorized to do business and is in good standing in the State of New York.

2. I have read and know the contents of a certain Grant Disbursement Agreement (the "Agreement") executed by and between New York State Urban Development Corporation d/b/a Empire State Development Corporation ("ESD") and the Grantee dated the \_\_\_\_ day of \_\_\_\_\_, 202\_\_.

3. The Project Locations, as set forth in the Agreement are Key Center, 40-50 Fountain Plaza, Buffalo, 1580 Route 52, East Fishkill, 1101 Kitchawan Road, Yorktown Heights, 2455 South Road, Poughkeepsie, 100 Seymour Road, Utica, and 257 County Road 156, Albany.

4. The term "Tenant" used herein is defined as individuals or entities that have entered into a lease with the Grantee and occupy space within the commercial components at the Information Technologies Innovation and Commercialization Hub. The Grantee shall only rent to Tenants in compliance with the Charter and Code of the City of Buffalo, Chapter 511 (Zoning), Article XVII (Downtown Area Zone), Sections 511-71 (DO Downtown Opportunity District) and 511-75 (Representative permitted and prohibited uses).

5. I have received and reviewed Employment Documentation for this Employment Reporting Year, which has been submitted by Tenants and includes solely job numbers concerning the Project Locations. This Employment Documentation reviewed includes, but is not limited to, NYS 45's, payroll registers, and/or payroll records, and, under limited circumstances, Building Access Records. I have attached these Documents to this Affidavit and is hereby incorporated as "Exhibit A," I include a spreadsheet listing the quarter by quarter

**EXHIBIT H-1, continued**

Full-Time Permanent Employee figure ("FTE") for each Tenant at the Project Locations for Employment Reporting Year \_\_\_\_\_. I also include as part of Exhibit A the FTE figure of Company for this Employment Reporting Year. The term FTE used herein is set forth in the Agreement.

6. I certify that information contained in Exhibit A is a clear and accurate representation of the job numbers at the Project Locations. I understand that any misrepresentation contained in Exhibit A submitted by the Grantee serves as a default under the terms of the Agreement, and therefore may result in ESD demanding repayment of all or a portion of the Grant.

7. I am aware that the swearing of a false oath is a Class A misdemeanor and may be a Class E felony.

\_\_\_\_\_  
Signature

Subscribed and sworn to before me  
this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
Notary Public

## EXHIBIT I: SPECIAL PROVISIONS

In the event of any conflict between Exhibit A of this Agreement and any other provisions of this Agreement, the terms of such other provisions shall govern.

The following sections of the Terms and Conditions of this Agreement are waived: Section 3(e); Section 4(c); Section 9(a)(iv) and Section 9(a)(vii).

Paragraph 8(i) shall mean that Grantee and/or Beneficiary shall maintain or cause to be maintained business operations at the Project Location(s) for the term of this Agreement.

Paragraph 23 is added to Terms and Conditions, as follows:

### 23. Joint and Several Liabilities

- (a) As used herein, the term Grantee shall include all signatories hereto, if more than one, other than ESD. In such event the obligations, representations and warranties of Grantee hereunder shall be joint and several.
- (b) As used herein, the term Beneficiary shall include all signatories hereto, if more than one, other than ESD. In such event the obligations, representations and warranties of Beneficiary hereunder shall be joint and several.

All future Beneficiaries of the Agreement, will be added via an Amendment to this Agreement.