



**Minutes
IEC Special Meeting
Thursday, July 29th, 2021**

Please note: All voting items are indicated by an *

1. Call to order and Roll Call

Commissioners Present: Philip DeGaetano (Chair-NY), John Scagnelli (NJ-Vice-Chair), Selvin Southwell (NYSDEC), David Wrinn (CT AGO), Virginia Wheatley (NJDOH), Jeffrey Meyers (NY), Patricia Sesto (CT, Vice-Chair), Bruce Friedman (NJDEP), Pamela Scully (CTDPH)

Others in Attendance: Evelyn Powers (IEC), Michael Flood (EPA Region 2), Jeffry Nielsen (NJ Governor's Authorities Unit)

2. Laboratory/Office Space Search Update

a. Update on Staffing, Seasonal Monitoring and Current Laboratory Operations

Evelyn gave an update on staffing, seasonal monitoring and laboratory operations. Seasonal monitoring is going well, there are several sampling initiatives underway simultaneously and the new staff members, including two full time Environmental Analysts and three seasonal interns have been a great asset.

b. BioBat Design and Construction Timeline Review (Appendix A)

Evelyn gave an update on the BioBat facility. Evelyn thanked the Commissioners for committing time for a meeting in the middle of the summer. Evelyn and Chair DeGaetano thought it was important to get the full Commission together for an update, as there has been significant progress over the past few months and will be additional steps to be taken in the near future to keep on track. Since there are some new members of the Commission and new attendees, Evelyn reviewed the past timeline regarding the need for a new, larger, permanent facility for the Commission's laboratory and administrative functions. The Commission started considering the need for new space about two years ago, prior to COVID-19, due to additional projects, funding and the need for more staff. The Commission's location at the College of Staten Island, which is approximately a 700 square foot space, was increasingly inadequate in size, with facility issues also impacting operations. After several searches, IEC signed a term sheet in February 2021 with BioBat, which is a joint venture between the SUNY Downstate Health Sciences Center and the New York City Economic Development Corporation. The term sheet outlines approximately 2800 square feet of laboratory and administrative space at the former Brooklyn Army Terminal, in the Sunset Park neighborhood of Brooklyn. The location is accessible by car, subway and the relatively new NYC ferry network, a high-speed ferry system which has a stop at the Brooklyn Army Terminal, which is directly on the waterfront. Part of the assessment to determine affordability of this facility, as well as other facilities, was the development of a cost analysis spreadsheet, which has been continually updated as more information about cost to both operate the space, including rent and operating costs, as well as buildout costs, have been

gathered. EPA generously committed \$100,000 towards supplies to facilitate the laboratory buildout, and IEC received confirmation from EPA headquarters that the buildout costs, which will initially be paid out through IEC reserve funds, can be reimbursed through indirect costs of grants by amortizing the cost over the proposed ten-year term of the lease.

- c. Update on Architectural Services (Linearscape)
 - i. Schematic Design Cost Estimate (Appendix B)
 - ii. Design Development Cost Estimate (Appendix C)

In order to obtain more accurate buildout costs it was necessary to engage the services of an architect. In March 2021, IEC solicited proposals for architectural services and the Commission authorized \$35,000 in funds to engage the services of an architect to develop a Schematic Design as well as a Design Development document and cost estimate. In April, IEC entered into an agreement with Linearscape Architects, PLL. In April, the Executive Committee also recommended that a schematic design cost estimate be obtained, which would enable a preliminary cost estimate in advance of the Basis of Design cost estimate. Evelyn reviewed both the Schematic Design Cost estimate, and the Design Development cost estimate.

- d. Update on Budget Analysis

Evelyn also reviewed the cost analysis spreadsheet, which has been updated to reflect the costs in the Design Development cost estimate. The Design Development cost estimate is reasonably in line with the initial cost analysis.

Several Commissioners asked questions about the facility amenities and laboratory design. Bruce Friedman asked about how the hoods and exhaust would be tied in, since the facility is on the 2nd floor of an eight-story building. Evelyn explained the design includes both ductless fume hoods for certain applications, and an exhaust system which ties into the exhaust from the southwest quadrant fume hoods, and ultimately into a shaft which extends vertically along the height of the building. Mr. Friedman also inquired about hazardous waste storage. Evelyn confirmed that storage areas for both hazardous waste as well as corrosive (acid) chemical storage and flammables storage has been designated in the design. Design also includes a safety shower and eyewash stations at the sinks. Jeffrey Nielson with the NJ Governors Authorities Unit inquired about the availability of and access to a loading dock and freight elevator. Several additional questions related to available building amenities, including a conference room, communal pantry, core facilities room (autoclave, ice maker, DI water), bathrooms were raised and answered. The building supplies all these amenities, which reduces the amount of IEC space that needs to be dedicated to these amenities and maximizes the amount of the IEC premises that can be dedicated to IEC core operations.

Evelyn updated the Commission on the status of the lease. Evelyn has received the red-line and comments from Jennifer Schecter, the lease attorney representing the Commission, which were

reviewed with Chair DeGaetano, Commissioner Scagnelli and Ms. Schecter. Evelyn will be forwarding the red-lined lease to BioBat.

- e. Request motion to approve expending up to an additional \$35,000 for architectural services in relation to preparation of construction documents, bidding, filing, and construction administration services. *

Evelyn requested a motion to authorize the expenditure of \$35,000 of Commission funds for additional architectural services, including services in relation to preparation of construction documents, bidding, filing, and construction administration services. Commissioner Scagnelli made the motion, which was seconded by Pamela Scully. With no objections, the motion passed.

3. Upcoming Meetings

Wednesday, September 1st, 2021

Wednesday, December 1st, 2021

Wednesday, March 2nd, 2022

4. Adjourn

APPENDICES:

A- Linearscape Schedule

B- Schematic Design and Design Development Cost Estimate Comparison

C- Updated BioBat Budget Analysis