

April 25, 2017
VIA E-MAIL & MAIL

Ms. Suzanne Holt, Director
Office of Economic Development
County Office Building
244 Fair Street, 6th Floor
Kingston, NY 12401

Jonathan Drapkin, Executive Director
Hudson Valley Pattern for Progress
3 Washington Center
Newburgh, NY 12550

Re: Proposal for Professional Services-Revised
Economic and Community Development
Ulster County, New York

Dear Ms. Holt & Mr. Drapkin:

Thank you for taking the time to discuss County Executive Michael Hein's "Ellenville Million" program. We look forward to the opportunity to assist in the revitalization efforts of the Village of Ellenville.

As you are aware, Laberge Group's extensive experience working with municipal governments has provided us with an understanding of the many needs and concerns that impact each of our clients. In response, and with a commitment to uphold our philosophy to provide the highest quality service for each client's requirement, Laberge Group has designed a grants' strategy, surveillance, and development process that has proven successful in receiving over \$175 million in State and Federal funding for our clients.

Scope of Services:

Laberge Group proposes to facilitate a half day event in the Village of Ellenville centered around economic and community revitalization including a review of the various grant programs available. It is our understanding that the Ulster County Office of Economic Development and Patterns for Progress will take the lead in identifying the location of the event, inviting key stakeholders, and publicizing the meeting. Laberge Group will prepare the meeting flyer and the presentation materials.

A preliminary schedule is as follows:

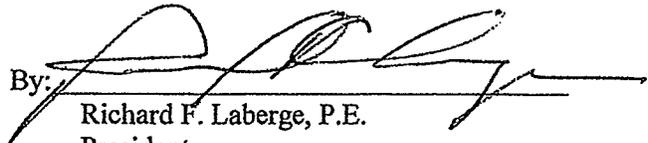
- Welcome remarks and introductions 9:00 – 9:30 am
- Presentation on "How to Prepare a Funding Quilt" and discussion on community and individual business needs 9:30 - 11:30 am
- Community walk and talk 11:30 - 12:00 pm

Following the presentation, Laberge Group shall prepare a letter report highlighting the key issues discussed and recommending a course of action to prepare for the upcoming round of Consolidated Funding Application. For these services, Laberge Group proposes a lump sum fee of \$3,900 inclusive of reimbursable expenses. Grant preparation fees and/or engineering studies required prior to the development of individual grant applications are not included in this proposal, and can be provided under a separate contract for services.

We understand that upon completion of the services outlined in the letter, we will invoice Hudson Valley Pattern for Progress for the services. Upon receipt of the invoice, Pattern will immediately forward it to the County for payment. As soon as Pattern has received the payment from the County of Ulster, Pattern will pay us for the services provided. Pattern is neither liable nor responsible for any payment of services rendered under this agreement should the County not pay Pattern. In that event, Pattern will agree to make claim against the County on behalf of our firm provided we reimburse Pattern for expenses incurred.

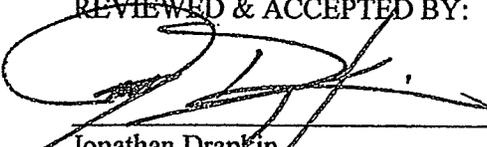
As always, thank you for the opportunity to present our qualifications and proposal to assist Ulster County in this important endeavor. Upon review and approval, kindly each sign below (signature in counterpart is acceptable). Should you have any questions, please do not hesitate to contact our office.

Very truly yours,
LABERGE GROUP

By: 
Richard F. Laberge, P.E.
President

RFL: ahb

REVIEWED & ACCEPTED BY:


Jonathan Drapkin
Consultant for Ulster County

Suzanne Holt, Director
Office of Economic Development

Laberge

ENGINEERING
ARCHITECTURE



Group

SURVEYING
PLANNING

Invoice

4 Computer Drive West • Albany, New York 12205
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Mr. Jonathan Drapkin, Executive Director
Hudson Valley Pattern for Progress
3 Washington Center
Newburgh, NY 12550

Invoice Number: 201704700001
Invoice Date: June 21, 2017
Billing Period: 5/30/2017 to 5/30/2017

Project Number: 2017047

Description: ELLENVILLE MILLION

PUBLIC PARTICIPATION

CONTRACT AMOUNT	3,900.00
AMOUNT EARNED TO DATE	3,900.00
AMOUNT PREVIOUSLY BILLED	0.00
AMOUNT OF CURRENT BILLING	3,900.00

TOTAL CURRENT BILLING

\$3,900.00

Hudson Valley
 Pattern for Progress
 3 Washington Center, 2nd fl.
 Newburgh, NY 12550

Empire State Bank
 Newburgh, NY
 14136/210

07/20/17
 0100 0101 4127
 7/11/2017

PAY TO THE ORDER OF Loberge \$ 3,900.00
 Three Thousand Nine Hundred and 00/100 DOLLARS

Loberge Group
 4 Computer Drive West
 Albany, NY 12205

MEMO inv#201704700001

1004 1 27# 402191386 2# 120011067#

6527-5763

7/20/2017 4127 \$3,900.00

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