

**RESOLUTION TO ENTER INTO A CONTRACT FOR
REHABILITATION SERVICES – UNIFIED COMMERCIAL ALLIANCE, LLC – 3340 SIXTH AVE**

A regular meeting of the Troy Community Land Bank Corporation (the “TCLB”) was convened in public session at City Hall, 433 River Street, fifth floor, Troy, New York 12180 in the City of Troy, Rensselaer County, New York on JULY 16th, 2025 at 8:30 a.m. o’clock local time.

The meeting was called to order by the Chair of TCLB and, upon roll being called, the following members of the TCLB were:

PRESENT:

Jamie Magur	Chair	<u>Y</u>
Suzanne Spellen	Vice-Chair	<u>Y</u>
Monica Kurzejeski	Treasurer	<u>N</u>
Brian Barker	Secretary	<u>Y</u>
Bob Connolly	Member	<u>Y</u>
Andrew Cooper	Member	<u>Y</u>
Seamus Donnelly	Member	<u>N</u>
Brian Sano	Member	<u>Y</u>
Tamara DeMartino	Member	<u>Y</u>

RESOLUTION TO ENTER INTO A CONTRACT FOR REHABILITATION SERVICES

WHEREAS, TCLB issued a Request For Proposals for REHABILITATION Services on JUNE 16, 2025, with a response required by JULY 10TH, 2025; and

WHEREAS, UNIFIED COMMERCIAL ALLIANCE, LLC (hereinafter “UCA”) responded to TCLB’s Request For Proposals for REHABILITATION SERVICES and the Staff and Board of Directors has reviewed said proposal, a copy of which is attached hereto; and

WHEREAS, UCA submitted a response to TCLB’s Request For proposals and is the lowest responsible bidder; and

NOW, THEREFORE, BE IT RESOLVED by the Troy Community Land Bank Corporation that:
1. The PARTIAL REHABILITATION OF 3340 6th Ave. Proposal from UCA for \$220,100 is hereby awarded; and

2. The Contract attached hereto as Schedule A between TCLB and UCA for REHABILITATION Services is hereby approved; and
3. The itemized scopes of work awarded to UCA are attached hereto as Schedule B; and
4. The Executive Director, Chairman and General Counsel shall have the authority to execute any and all documents to effectuate the Contract; and
5. This Resolution shall take effect immediately.

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

Jamie Magur	Chair	Voting <u>Y</u>
Suzanne Spellin	Vice-Chair	Voting <u>Y</u>
Monica Kurzejeski	Treasurer	Voting <u>Y</u>
Brian Barker	Secretary	Voting <u>Y</u>
Bob Connolly	Member	Voting <u>Y</u>
Andrew Cooper	Member	Voting <u>Y</u>
Seamus Donnelly	Member	Voting <u>Y</u>
Brian Sano <i>MOTION</i>	Member	Voting <u>Y</u>
Tamara DeMartino <i>SECOND</i>	Member	Voting <u>Y</u>

The foregoing Resolution was thereupon declared duly adopted unanimously meeting the requirements of the Land Bank's bylaws requiring a majority of the Board approving this resolution.

STATE OF NEW YORK)

) SS.:

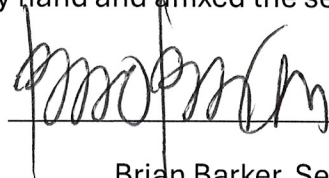
COUNTY OF RENSSELAER)

I, the undersigned Secretary of the TROY COMMUNITY LAND BANK CORPORATION DOES HEREBY CERTIFY, that I have compared the foregoing annexed extract of the minutes of the meeting of the members of the Land Bank, including the Resolution contained therein, held on JULY 16, 2025 with the original thereof on file in my office, and that the same is a true and correct copy of said original and of such Resolution contained therein and of the whole of said original so far as the same relates to the subject matters therein referred to.

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

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

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Land Bank this 16th day of JULY, 2025.

A handwritten signature in black ink, appearing to read "Brian Barker", is written over a horizontal line.

Brian Barker, Secretary (SEAL)

SCHEDULE A

CONTRACT

SCHEDULE B

Itemized Scope of work included

3340 6th Avenue – Scope of Work – AWARDED TO UCA

1. General Carpentry & Framing:

- Demo of non-structural interior elements as needed for new layout according to architectural plans. (RI/D)
- New partition walls and framing to match architectural plans. (RI/D)
- Installation of doors, trim, and stair repairs or rebuilds according to architectural plans. *The architectural plans spec removal of some historic doors. In some cases, we will be repairing doors or frames. In no case will Historic Architectural features be thrown away. *(RI/D)
- Repair/replace front/back decks according to architectural plans. (RI/D)
- Repair structural framing as determined by architectural plans. (RI/D)
- Repair and replace siding as needed. TBD at site visit (RI/D)
- Interior layout modifications per architectural plans. (RI/D)
- Installation of partition walls and unit separations as needed. (RI/D)
- Ensure unit entries meet fire separation and egress requirements. Modify as needed per plans. (RI/D)
- Inspect and repair any common stairwell or basement stair framing. Replace treads, stringers, or guardrails as needed to meet code. (RI/D)
- Demolish Kitchens and Bathrooms (RI/D)
- Remove all debris (RI/D)
- Remove the paneling on the walls and one layer of ceiling tile on the ceiling.
- Provide an access to attic in the front room above entry. (finish)
- Installation of new doors or repair of existing doors and installation of Trim (Finish)
- Replacement/repair of the front handrail as well as a new handrail on the far side of the front entry. See Q and A. (finish)

TOTAL \$ 42,900

2. Plumbing:

- Installation of rough-in/final plumbing for new kitchens and new bathrooms and laundry (per existing footprint and plans).
- Provision of laundry venting and water/sewer connections for each unit.
- Inspection and repair of existing supply and waste lines as needed.
- Test, repair, and/or install a new supply line to serve each plumbing fixture, including the main.
- Test/repair and/or install new sewer line to each plumbing fixture, including the main.
- Install and provide hot water tanks and plumbing fixtures for bathrooms and kitchens per design guidelines.

TOTAL \$ 33,500

3. HVAC:

- Install new high-efficiency heating systems for both units per mechanical plans.
- Include mini-splits as specified in the architectural plans.
- Thermostats and zone controls to be installed per design.

TOTAL \$ 24,900

4. Electrical:

- New service upgrade (if needed), subpanels, and wiring for both residential units.
- Full rewiring to code: outlets, switches, lighting, smoke/CO detectors.
- Reuse of existing wiring and service components is permitted where safe, code-compliant, and cost-effective (contractor to confirm all reused systems are inspected, tested and certified).
- Install new devices (switches and outlets) light fixtures throughout all two units per layout.
- Install new circuits as needed per architectural plans.
- Install new interconnected smoke detector and co detectors
- Reuse of existing wiring and service components is permitted where safe, code-compliant, and cost-effective (contractor to confirm all reused systems are inspected, tested and certified).
- Inspections to be done by 3rd party inspectors paid for by contractor.
- Install new kitchen circuits as specified by plans. Install new washer/dryer outlets, dishwasher outlets, hot water tank circuits, etc.
- Install circuits for the heating systems.
- Install bathroom vent and provide vent pipe to the exterior
- Install new stainless steel hood vents directly vented to the exterior of the building

TOTAL \$ 30,500

5. Kitchens & Bathrooms (2 of each):

- Install and provide new kitchen cabinetry, countertops, sinks.
- Install new bathroom fixtures (tub, vanity, towel bar, toilet paper holder
- Rough in plumbing to be done by plumber. Final fixtures to be installed by plumber

TOTAL \$ 18,300

6. Flooring:

- Repair subfloors as needed.
- Install new durable, cost-effective hardwood flooring throughout all living spaces.
- floor tile/grout and waterproofing).

TOTAL \$ 30,400

10. Sheetrock

- Install sheetrock per building code and plans.
- Repair sheetrock/plaster as needed due to demolition
- Tape/mesh and sand to a level 4 finish
- This includes skim coating plaster that is uncovered.

TOTAL \$____**9,700**_____

12. Windows

- Repair, Remove and Replace windows according to plans.
- Installation of windows

TOTAL \$____**23,400**_____

13. Exterior/Porch

- Install new spindles where needed on the back porch
- install repaired on the back porch?
- Repair the center part of the back porch for vertical support.
- Install joist hangers on the joists of the back porch
- Install footings on the front porch
- Install new decking on the front porch
- Install new railings on the front porch.
- Paint back and front porches espresso bean color with exterior grade paint.
- Repair and or replace gutters and downspouts on the exterior.

TOTAL \$____**6,500**_____