



Putnam County Industrial Development Agency

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Patterson, NY 12563

845-808-1031 www.putnamida.com

Putnam IDA Workforce Policy

PUTNAM COUNTY FIRST POLICY

It is the policy of the Putnam County Industrial Development Agency to strongly encourage Project Applicants to support PUTNAM COUNTY FIRST and the Mid-Hudson Valley Region. This means that to the greatest extent possible Project Applicants should consider purchasing goods and services from Putnam County based providers, businesses, and vendors and that to the greatest extent possible all employment opportunities should be provided to Putnam County residents first. This Policy includes the construction and/or renovation phase of a project with respect to contractors used during this period. Project Applicants agree to implement and adhere to the Putnam County First Policy. Failure to comply with the Policy could result in the possible reduction, loss, or recapture of IDA benefits and/or become ineligible for consideration for new project applications.

Project Applicants that cannot comply with “to the greatest extent possible” of this Policy must demonstrate and document its efforts in attempting to meet the Policy’s goals. It should include an explanation of the actions undertaken to adhere to the Policy, obstacles encountered and any other relevant information. The Agency shall consider all relevant information in its determination of whether the Project Applicant has adequately addressed the objectives of the Policy. This policy will be effective for Applications submitted for consideration beginning with the January 2022 IDA Board Meeting.

Local Workforce Utilization, Job Creation and Career Training Policy

Construction jobs, though limited in time duration, are vital to the overall employment opportunities in Putnam County. The Putnam County Industrial Development Agency (the “Agency”) believes that Project Applicants (the “Company”), as a condition to receiving Financial Assistance (including a sales tax exemption, mortgage recording tax exemption, real property tax abatement and/or bond proceeds) from the Agency, will be required to utilize qualified Workforce, as defined below, for all projects involving the construction, expansion, equipping, demolition and/or remediation of new, existing, expanded or renovated facilities (collectively, the “Project Site”).

For Projects \$5,000,000 and Above

Local Area Defined

For projects equal to or greater than \$5,000,000 the Local Workforce Area is defined as individuals residing in the following Counties (collectively, the “LocalArea”): Dutchess County, Orange County, Ulster County, Putnam County, Rockland County, and Westchester County.

Local Workforce Requirement

The goal is to have at least **30%** of all project employees reside in Putnam County if available. Then the balance as follows **40%** of all project employees of the general contractor, subcontractor, or subcontractor to a subcontractor (collectively the “Workers”) working on the Project Site must reside within the Local Workforce Area. Companies do not have to be local companies as defined herein but must employ local Workers residing within the Local Workforce Area to qualify under the 60 % local Workforce criteria. The remaining **30%** can be out of the work force area to meet specialty and warranty needs for the project.

It is the goal of the IDA to promote the use of local veterans on projects receiving IDA benefits. By partnering with local contractors, local contractor groups, local trade unions and contractors awarded work on IDA projects, there are opportunities for veterans to gain both short-term and long-term careers in the construction industry.

It is the goal of the Putnam County IDA to create career opportunities with training within the County, therefore on all Jobs over **\$15,000,000** or more it will be required that the contractors performing work on site have a New York State Department of Labor registered apprentice program that has a 5-year average graduation rate of **40%** or better.

Local Workforce Reporting Requirement

The Local Workforce criteria will be verified based on Certified Payrolls, which will include employees name, address, I-9 Verification Form and OSHA 30 Card. This information will be kept on site and be available for review by the IDA or it’s monitor upon request with out notice.

In addition, the Agency, or its designated agents, shall have the right, during normal business hours, to examine and copy records of the Company and to perform spot checks of all Workers at the Project Site to verify compliance with the Local Workforce requirement throughout the construction period and upon normal operation of the business to ensure proper job creation for the local labor policy area.

Insurance Requirements on all Contractors and Subcontractors

To adequately protect the IDA from claims, all applicants are required to provide to the IDA's Executive Director or a duly appointed IDA monitor ("monitor") with the names, contact information, certificate of authorization to do business in the State of New York and copies of current Certificates of State of New York Workers' Compensation Insurance, State of New York Disability Insurance, and General Liability Insurance of all contractors working on the Project. All applicants have a continuing obligation to provide this information to the IDA during Project construction.

MANDATED SAFETY TRAINING AND DRUG SCREENING POLICY

COUNTY OF PUTNAM INDUSTRIAL DEVELOPMENT AGENCY

The County of Putnam Industrial Development Agency (IDA) was created for the purpose of creating employment opportunities for, and to promote the general prosperity and economic welfare of the residents of Putnam County.

The IDA offers economic incentives and benefits to qualified applicants who wish to locate or expand their businesses or facilities in Putnam County. When the IDA approves a project, it enters into agreements to extend these incentives and benefits to the applicant.

Promoting safe and healthful working conditions on IDA Project sites is always in the best interest of the residents of Putnam County. To foster a culture of safety on all IDA Project sites, all applicants are required to provide the following to the IDA's Executive Director or a duly appointed IDA monitor ("monitor"):

- Proof of current OSHA 30 training certification (completed within the last five years and renewed every 5 years) for all construction workers performing work on the Project site.
- Proof of a four (4) hour scaffold course/fall protection for all construction workers utilizing a scaffold on the IDA Project site.
- Proof that all construction workers working on the IDA Project site passed a drug screening test prior to their hiring.

Compliance Monitor and Enforcement

If the Agency staff determines that: (1) The Local Workforce Requirement is not being met; or (2) Agency Staff, upon use of its reasonable discretion, discovers or becomes aware of a compliance issue related to the Local Workforce Requirement, then a written warning delivered by Certified Mail of said Local Workforce Requirement violation (the "Warning of Violation") shall be provided to the Company.

The Putnam County IDA Board has the right to appoint a monitor to each project should it feel violations of IDA Policy have not been met.

The monitor shall issue a report to the Executive Director relative to compliance with this policy who shall share such information with the IDA Board of Directors. If a violation of the policy has occurred, the Executive Director shall notify the applicant in writing and give such applicant a warning of such violation. In the event there is a subsequent violation of the policy, the Executive Director shall bring such information to the IDA Board of Directors which may, in its discretion, take action to revoke or recapture IDA benefits.

If a violation of the policy has occurred, the Executive Director shall notify the applicant in writing and give such applicant a warning of such violation. In the event there is a subsequent violation of the policy, the Executive Director shall bring such information to the IDA Board of Directors which may, in its discretion, take action to revoke IDA benefits.

All applicants have a duty to cooperate with the monitor. All costs of the monitor shall be the obligation of the applicant.

The law, which becomes effective on January 1, 2022, extends **prevailing** wages to projects that previously both sides may have viewed as “private,” where total project costs exceed \$5,000,000 and where the project receives 30% or more of its total construction project costs from public funds.

The Local Workforce Utilization, Job Creation and Career Training Policy will take effect for any application initiated 45 days after January 1st, 2022.

Adopted on the: 30th of December 2021

Putnam IDA Workforce Policy

Waiver Request (part 1)

It is understood that at certain times, Workers residing within the Local Area may not be available with respect to a Project. Under this condition, the Company is required to contact the Agency to request a waiver of the Local Utilization Requirement (the “Local Workforce Utilization Waiver Request”) based on the following circumstances:

- Warranty issues related to installation of specialized equipment or materials whereby the manufacturer requires installation by only approved installers
- Specialized construction for which qualified Local Workforce Area workers are not available.
- Documented lack of workers meeting the Local Workforce Area requirement

The Agency shall evaluate the Local Workforce Utilization Waiver Request and make its determination related thereto based upon the supporting documentation received with such waiver request.

The foregoing terms have been read, reviewed, and understood by the Company and all appropriate personnel. The undersigned agrees and understands that the information contained herein must be transmitted and conveyed in a timely fashion to all applicable subcontractors, suppliers, and materialmen. Furthermore, the undersigned realizes and understands that failure to abide by the terms herein could result in the Agency revoking all or any portion of Financial Assistance, whether already received or to be received by the Company, as it deems reasonable in its sole discretion for any violation hereof.

Name of Company

Name:

Title

Waiver Request (part 2):

The request to secure a waiver for use of non-local workforce utilization must be received in writing from the applicant and must allow 60 days for processing and required due diligence.

Applicant Name: _____

Contact: _____

Phone: _____

Fax: _____

Email: _____

Reason for Request

Warranty issues related to installation of specialized equipment or materials whereby the manufacturer requires installation by only approved installers – **Explain**

Specialized construction for which qualified Local Workforce Area workers are not available -
Explain:

Significant cost differentials in bid prices whereby the use of local Workforce significantly increases the cost of the project. A cost differential of 10% is deemed significant. Every effort should be made by the contractor or applicant to get below the 10% cost differential including, but not limited to, meeting with local construction trade organizations and local contractor associations – **Explain (provide copies of all bids)**

No local Workforce available to meet the Local Workforce Area requirement - **Explain**

Applicant Signature _____ Date _

Number of Workers Needing Waiver _____

Amount of Contract Needing Waiver _____

Send completed form and attachments to:
Putnam County IDA, 2 NY-164, Patterson, NY 12563