

OGDENSBURG BRIDGE & PORT AUTHORITY
BOARD MEETING
THURSDAY, MAY 14, 2020

A meeting of the Board of Directors of the Ogdensburg Bridge and Port Authority was held in the Board Room of the Administration Building on Thursday, May 14, 2020 at 3:30 PM

The following were present:

Vernon D. Burns, Chairperson
Megan J. M. Whitton, Vice-Chairperson
Christopher B. T. Coffin, Treasurer
David D. King, Secretary

ALSO: Francis P. Cappello, Counsel
Steven J. Lawrence, Interim Executive Director
Patricia A. Nisco, Chief Financial Officer
John A. Rishe, Director of Commercial and Industrial Development
Stephanie L. Saracco, Airport Manager

- I. Board Chair Burns called the meeting to order at 3:32 PM.
- II. Letters and Communication to the Board. There were several news articles pertaining to the Authority, in particular, a piece about the upcoming wind turbine project at the Port of Ogdensburg.
- III. Approval of Board Minutes. On a motion by David D. King, seconded by Megan J. M. Whitton, the minutes from the April 20, 2020 Board meetings were approved by voice-vote.
- IV. Reports.

There was some discussion about the format of the Financial reports. Christopher B. T. Coffin asked if there is a timetable for the CARES grant to be dispersed. Interim Executive Director, Steven J. Lawrence replied that there isn't, but that the grant is in

the Delphi system and expenses may now be submitted. The Bridge Traffic, Airport Activity, Port Activity, and Building Occupancy Reports were discussed briefly.

V. Unfinished Business.

There was none.

VI. Business Items.

A. General Administration

1. Approval of Signature Authorizations for Tompkins Trust. The need has arisen to update signature authorizations with Tompkins Trust. In this regard, staff recommends that the following persons be given signature authorization and access to accounts with Tompkins Trust for the Ogdensburg Bridge and Port Authority:

Steven J. Lawrence, Interim Executive Director
Patricia A. Nisco, Chief Financial Officer

On a motion by Megan J. M. Whitton, seconded by David D. King, it was,

RESOLVED, that the following persons be given signature authorization and access to accounts with Tompkins Trust for the Ogdensburg Bridge and Port Authority:

Steven J. Lawrence, Interim Executive Director
Patricia A. Nisco, Chief Financial Officer

A vote was called.

AYES: David D. King
Christopher B. T. Coffin
Vernon D. Burns
Megan J. M. Whitton

MOTION CARRIED

2. Appointment of Health and Welfare and Pension Fund Trustee for ILA. Section 5 of the Master Agreement between Great Lakes Stevedore Employers and the Great Lakes District Council-Atlantic Coast District International Longshoremen's

Association requires establishment of a Health and Welfare Plan and Pension Fund. As such, the Ogdensburg Bridge and Port Authority is required to appoint a Trustee to collectively administer the Health and Welfare Plan and Pension Fund respectively for members and participants of the Local 217A International Longshoremen's Association. Staff recommends that Steven Lawrence, Interim Executive Director, be appointed Trustee to the Health and Welfare Plan and Pension Fund, having two votes respectively in the administration of the Plans to ensure equal voting authority. As part of this obligation, insurance will be purchased for a cost not to exceed \$5,000 to protect the Authority and its Trustee from any and all claims associated with the administration of the Health and Welfare Plan and Pension Fund. On a motion by Christopher B. T. Coffin, seconded by Megan J. M. Whitton, it was,

RESOLVED, that the Ogdensburg Bridge and Port Authority hereby appoints Steven Lawrence, Interim Executive Director, as the Ogdensburg Bridge and Port Authority's Trustee in association with the Health and Welfare Plan and Pension Fund for the Local 217A of the International Longshoremen's Association; and be it,

FURTHER RESOLVED, that the Executive Director and/or Chief Financial Officer are hereby authorized and directed to purchase insurance for the cost not to exceed \$5,000 for the Authority Trustee protecting the Ogdensburg Bridge and Port Authority and its Trustee against any and all claims associated with the Health and Welfare Plan and Pension Fund with the Local 217A of the International Longshoremen's Association.

A vote was called.

AYES: Christopher B. T. Coffin
Vernon D. Burns
Megan J. M. Whitton
David D. King

MOTION CARRIED

3. Approval of Community Bank Signatures – Airport Parking Lot. The need has arisen to update signature authorizations with Community Bank for the Airport

Parking Lot account. In this regard, staff recommends that the following persons be authorized to sign checks for the Airport Parking Lot account:

Steven J. Lawrence, Interim Executive Director, OBPA
Patricia A. Nisco, Chief Financial Officer, OBPA
Richard Goldstein, President, Mapco
Joseph Frascati, Operations Manager, Mapco
Richard M. Leess, IT Coordinator, Mapco

On a motion by Megan J. M. Whitton, seconded by David D. King, it was,

RESOLVED, that the following persons be authorized to sign checks for the Airport Parking Lot account at Community Bank:

Steven J. Lawrence, Interim Executive Director, OBPA
Patricia A. Nisco, Chief Financial Officer, OBPA
Richard Goldstein, President, Mapco
Joseph Frascati, Operations Manager, Mapco
Richard M. Leess, IT Coordinator, Mapco

A vote was called.

AYES: Vernon D. Burns
Megan J. M. Whitton
David D. King
Christopher B. T. Coffin

MOTION CARRIED

4. Approval of Signature Authorizations for Community Bank and Key Bank. The need has arisen to update signature authorizations with Community Bank and Key Bank. In this regard, staff recommends that the following persons be authorized to sign checks for the Ogdensburg Bridge and Port Authority:

Vernon D. Burns, Board Member
Megan J. M. Whitton, Board Member
Christopher B. T. Coffin, Board Member
Steven J. Lawrence, Interim Executive Director
Patricia A. Nisco, Chief Financial Officer

On a motion by Christopher B. T. Coffin, seconded by Megan J. M. Whitton, it was,

RESOLVED, that the following persons be authorized to sign checks for the Ogdensburg Bridge and Port Authority:

Vernon D. Burns, Board Member
Megan J. M. Whitton, Board Member
Christopher B. T. Coffin, Board Member
Steven J. Lawrence, Interim Executive Director
Patricia A. Nisco, Chief Financial Officer

A vote was called.

AYES: Megan J. M. Whitton
David D. King
Christopher B. T. Coffin
Vernon D. Burns

MOTION CARRIED

5. Approval of an Independent Auditor Agreement. EFPR Group, CPAs, proposes to provide financial statement audit and related services for the Ogdensburg Bridge and Port Authority and the Ogdensburg Border Station, Inc., as well as services associated with audit of the Passenger Facilities Charge (PFC) Program associated with the Ogdensburg International Airport. EFPR Group, CPAs, has submitted proposals to continue providing these services for each entity for the year ending March 31, 2020. The annual proposed costs for the year ending March 31, 2020, is \$19,600 for the Ogdensburg Bridge and Port Authority, \$4,800 for the Ogdensburg Border Station, and \$1,300 for the PFC Program audit. On a motion by Christopher B. T. Coffin, seconded by Megan J. M. Whitton, it was,

RESOLVED, that the Executive Director is hereby authorized and directed to execute contracts with EFPR Group, CPAs, to provide audit and related services for the Ogdensburg Bridge and Port Authority, the Ogdensburg Border Station, Inc., and the Passenger Facility Charge Program for the year ending March 31, 2020, as outlined above at the annual fees of \$19,600, \$4,800, and \$1,300 respectively; and be it,

FURTHER RESOLVED, that approval without competition is in the best interest of the Authority.

A vote was called.

AYES: David D. King
Christopher B. T. Coffin
Vernon D. Burns
Megan J. M. Whitton

MOTION CARRIED

6. Approval of Amendment of Original Contract with VHB Engineering for Raquette River Rail Bridge 80. The Ogdensburg Bridge and Port Authority, with funding from the New York State Department of Transportation proposes to rehabilitate the New York and Ogdensburg Railway Co. Bridge 80 to support a 286 kip and a 315 kip live load at 10, 25, and 40 mph. The Authority has requested VHB prepare an amendment for additional design work not included in the original contract and a budget proposal to perform Construction Administration Services through contractor procurement for the strengthening of Bridges 80 at an additional cost of \$121,073.23

Bridge 80 (Raquette River Rail Bridge)	PIN 7935.28.301
Total Cost of Project	\$1,208,680
Total State Share of Project	\$1,073,680
Total OBPA Share of Project	\$135,000
Amendment Cost of additional Design Engineering Services and Construction Administration Services(this resolution)	\$121,073.23

On a motion by Christopher B. T. Coffin, seconded by David D. King, it was,

RESOLVED, that the Board of Directors of the Ogdensburg Bridge and Port Authority does hereby approve the amendment to the original VHB contract for additional design work not included in the original contract and a budget proposal to perform Construction Administration Services for VHB Engineering services to rehabilitate the New York and Ogdensburg Railway Co. Bridge 80, for an additional cost of \$121,073.23

A vote was called.

**AYES: Christopher B. T. Coffin
Vernon D. Burns
Megan J. M. Whitton
David D. King**

MOTION CARRIED

7. Approval of Amendment of Original Contract with VHB Engineering for Grasse River Rail Bridge 40. The Ogdensburg Bridge and Port Authority, with funding from the New York State Department of Transportation proposes to rehabilitate the New York and Ogdensburg Railway Co. Bridge 40 to support a 286 kip and a 315 kip live load at 10, 25, and 40 mph. The Authority has requested VHB prepare an amendment for additional design work not included in the original contract and a budget proposal to perform Construction Administration Services through contractor procurement for the strengthening of Bridges 40 at an additional cost of \$111,543.05

Project Cost Summary

Bridge 40 (Grass River Rail Bridge)	PIN 7935.28.302
Total Cost of Project	\$807,640.00
Total State Share of Project	\$800,000.00
Total OBPA Share of Project	\$7,640.00
Amendment Cost of additional Design Engineering Services and Construction Administration Services(this resolution)	\$111,543.05

On a motion by, David D. King, seconded by Megan J. M. Whitton, it was,

RESOLVED, that the Board of Directors of the Ogdensburg Bridge and Port Authority does hereby approve the amendment to the original VHB contract for additional design work not included in the original contract and a budget proposal to perform Construction Administration Services for VHB Engineering services to rehabilitate the New York and Ogdensburg Railway Co. Bridge 40, for an additional cost of \$111,543.05.

A vote was called.

**AYES: Vernon D. Burns
Megan J. M. Whitton**

David D. King
Christopher B. T. Coffin

MOTION CARRIED

B. Other Such Matters

1. **Approval of Contract with Piasecki Steel Construction Corp. On May 13, 2020, two bids were received and opened for the Ogdensburg-Prescott International Bridge U.S. Plate Girder Approach Spans Painting & Steel Repairs and U.S. Truss Approach Spans Deck & Floor beams Replacement Project. New York State Department of Transportation Project Identification Number 7753.76.**

Following is a tabulation of the bids received:

<u>CONTRACTOR</u>	<u>BID AMOUNT</u>
Piasecki Steel Construction Corp.	\$19,100,000.00
Abhe & Svoboda, Inc.	\$27,061,025.00

The low bid amount of \$19,100,000 is approximately 10.83% higher than the engineer's estimate. Additional funding of \$1.86M will be required. The Ogdensburg Bridge and Port Authority is currently in discussion with the NYS Department of Transportation to source the additional funding required. Greenman-Pedersen, Inc. has performed an extensive evaluation and due-diligence of all bids and has confirmed the low, qualified bidder as Piasecki Steel Construction Corporation and recommends that this project be awarded to Piasecki Steel Construction Corporation for a cost not to exceed \$19,100,000, subject to approval by the New York State Department of Transportation and the Federal Highway Administration and acquisition of the additional \$1.86M required to fully fund the Project. On a motion by Megan J. M. Whitton, seconded by Christopher B. T. Coffin, it was,


RESOLVED, that the Executive Director is hereby authorized and directed to execute any and all documents associated with the contract documents with Piasecki Steel Construction Corporation for the Ogdensburg-Prescott International Bridge U.S. Plate Girder Approach Spans Painting & Steel Repairs and U.S. Truss Approach Spans Deck & Floor beams Replacement Project, Project Identification Number 7753.76, for the bid amount of \$19,100,000, subject to approval by the New York State Department of Transportation and the Federal Highway Administration and acquisition of the additional \$1.86M required to fully fund the Project.


A vote was called.

AYES: Vernon D. Burns
Christopher B. T. Coffin
Megan J. M. Whitton
David D. King

MOTION CARRIED.

Board Chair Vernon D. Burns asked if there was any further business. Interim Executive Director Steven J. Lawrence stated that there were no further items for discussion. The next meeting was scheduled for Thursday, June 11, 2020 at 5:00 PM. On a motion by Megan J. M. Whitton, seconded by, David D. King the meeting adjourned at 5:03 PM.


David D. King
Secretary


Vernon D. Burns
Chairperson