

MINUTES OF THE REGULAR MEETING OF THE
NEW YORK STATE BRIDGE AUTHORITY

HELD AT HEADQUARTERS, HIGHLAND, N.Y. ON
August 16, 2018

Business agenda documents/reports are mailed to the Board Members and General Counsel one week prior to the meeting. Board meetings are web cast and are available on-line.

IN ATTENDANCE:

BOARD MEMBERS:

Gerentine, Richard A., Chairman
Higgins, Roger P, Vice Chairman
Dressel, Roderick O., Commissioner,
Jablonski, Diane, Commissioner
Stanton, J. Henry, Commissioner

OFFICERS:

Ruggiero, Joseph, Secretary
Whitbeck, Carl G., Counsel

ABSENT:

Bushek, Brian, Treasurer

Chairman Gerentine called the meeting to order at 3:10 pm. Chairman Gerentine called for a motion to adopt the minutes of the July 19, 2018 Regular meetings. On motion of Vice Chairman Higgins, seconded by Commissioner Jablonski, the minutes of the July 19, 2018 Regular meetings were adopted unanimously.

PRESENTATION TO THE BOARD:1) HR Workflow Solutions and Records Management

Mr. Russo referenced the upcoming agenda item and began the presentation by providing a brief overview of the project. Mr. Russo explained that the current process for document handling, filing and retrieval is strictly manual. He indicated that physical storage space has become a concern as well. The proposed solution will include digital imaging of existing documents, management of documents through a software application as well as the application of document retention rules for disposal through electronic tracking. Mr. Russo then introduced Mike Thomas of Konica Minolta who provided an overview and visual presentation of the proposed software solution. Following the presentation, the Board had several questions for Mr. Russo, Mr. Thomas and Executive Director Ruggiero related to document retention, custody of existing documents, data storage requirements, user access and security and project timing. Mr. Russo explained that the solution presents an ease of use for staff and addresses all of the functionality the Authority is seeking. Having researched the availability of this software through NYS OGS, Mr. Russo learned that although it is not currently available through an OGS technology contract, is available through an existing "piggy-back" contract through the National Association of State Procurement Officials (NASPO) ValuePoint contract (Contract No. 3091) through Konica Minolta as the re-seller. The Authority requested and received approval from both NYS OGS and NASPO ValuePoint to procure the software and related professional services using this contract. Mr. Russo recommended that the scanning, indexing and digitization of existing documents be performed by Konica Minolta as a single source effort since it directly relates to the overall solution and the resulting scanned documents must be indexed and imported using the new software. Accordingly an RFP was issued to Konica Minolta to provide a proposal under the approved NASPO ValuePoint contract for the software and professional services together with the additional single-sourced effort for records digitization and indexing. The following details the costs associated with this proposal: Software & Implementation: \$148,245, 1st Year Software Maintenance: \$17,340, Document Scanning Services, Document Level (documents are scanned and indexed: individually for ease of storage and retrieval) \$40,409: Total Project Expense: \$205,994.00. Note: Annual operating costs for software maintenance would be \$17,340. Chairman Gerentine called for a motion. On a motion of Vice Chairman Higgins, seconded by Commissioner Jablonski, the following resolution was adopted unanimously:

PRESENTATION TO THE BOARD:1) HR Workflow Solutions and Records Management

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NEW YORK STATE BRIDGE AUTHORITY
BOARD RESOLUTION

Resolution No.: 018-092Resolution Date: August 16, 2018

WHEREAS, the Authority has determined it in the public interest to procure software and related professional services to provide for an improved document workflow and records management solution; and

WHEREAS, the Authority has reviewed the staff memo and recommendation relative to this procurement identified as BA-2018-OA-005-PS; and

WHEREAS, the Authority has been approved by NYS OGS to utilize an existing contract through the National Association of Procurement Officials (NASPO) with Konica Minolta Business Solutions for the identified software and implementation services and seeks to utilize Konica Minolta as a single source vendor for the related digitization services; now therefore

BE IT RESOLVED, the Board of Commissioners of the New York State Bridge Authority authorize award of a contract in an amount not to exceed \$205,994 for software and related services identified as project BA-2018-OA-005-PS Human Resources Workflow Solution and Document Digitization to Konica Minolta Business Solutions USA, Inc., ; and,

BE IT RESOLVED FURTHER RESOLVED, that the Executive Director, or his designee, is hereby authorized and directed to take the necessary measures to implement this resolution.

IN WITNESS WHEREOF, this resolution has been duly adopted this 16th day of August, 2018.

Joseph Ruggiero, Secretary

PRESENTATION TO THE BOARD:2) RVWB West Abutment Link Rehabilitation Overview

Mr. Wright presented to the Board a summary of the Rip Van Winkle Bridge Abutment Truss Link Rehabilitation & Steel Repairs Project. The presentation included a description of how the link is like a bearing that supports the through truss of the main span at the west abutment. Through inspections it was found that the pins of the link assemblies had worn into the supporting steel and that the stiffening diaphragms had cracks in them that were being monitored. The link wear has created deflections in the roadway joint above. The project has been initiated as the cracks in the diaphragms continue to propagate. In addition to the link rehabilitation, the roadway joint will be replaced and the bottom chord batten plates and lacing bars will be replaced, which were noted as having significant section loss in the inspection reports. Following the presentation and discussion, Chairman Gerentine called for a motion. On a motion of Commissioner Stanton, seconded by Commissioner Dressel, the following resolution was adopted unanimously:

NEW YORK STATE BRIDGE AUTHORITY
BOARD RESOLUTION

Resolution No.: 018-093

Resolution Date: August 16, 2018

WHEREAS, the New York State Bridge Authority has determined it is in the public interest to replace the existing steel bearing links, pins, and bushings at the West Abutment of the Rip Van Winkle Bridge and perform steel repairs, as specified on the contract drawings, as project BA-2018-RE-101-CM, "Abutment Truss Link Rehabilitation and Steel Repairs"; and

WHEREAS, the Authority's Engineering and Maintenance department advertised for this opportunity in the New York State Contract Reporter Bids with due August 14, 2018 and the Authority received four (4) proposals; and

WHEREAS, due to the specialized nature of the steel repairs, only three (3) firms of the three hundred (300) plus firms in the M/WBE and SDVOB databases were deemed possibly capable of meeting the requirements, the Authority requested a waiver from 30% M/WBE participation to 0%, which was granted on July 5, 2018; and

WHEREAS, the Authority's Engineering and Maintenance department has reviewed and approved Piasecki Steel Construction Corp., as the apparent low bidder; now therefore

BE IT RESOLVED that the Board of Commissioners of the New York State Bridge Authority approve issuing a construction contract to Piasecki Steel Construction Corp, of Castleton, New York in an amount not to exceed

\$1,136,000.00; and

BE IT FURTHER RESOLVED that the Executive Director, or his designee, is hereby authorized and directed to take the necessary measures to implement this resolution.

IN WITNESS WHEREOF, this resolution has been duly adopted this 16^h day of August 2018.

Joseph Ruggiero, Secretary

ADMINISTRATION:3) OGS Heating Fuel Contract Awards

Mr. Russo indicated to the Board that the NYS Office of General Services (OGS) recently awarded new, two-year contracts for the bulk purchase of heating oil to be used by all agencies and authorities. The Authority typically relies on the OGS contracts which provide the benefit of a statewide volume discount. Mr. Russo made a recommendation for the Boards consideration to adopt the use of the NYS OGS contracts for the purchase of heating oil as needed based on the terms and daily pricing provisions described therein with not-to-exceed amounts for the purchase orders to be issued. Chairman Gerentine called for a motion. On a motion of Vice Chairman Higgins, seconded by Commissioner Jablonski, the following resolution was adopted unanimously:

NEW YORK STATE BRIDGE AUTHORITY
BOARD RESOLUTION

Resolution No.: 018-094

Resolution Date: August 16, 2018

WHEREAS the Board has established that it is necessary to procure heating fuel to maintain its facilities; and

WHEREAS, the Authority has the opportunity to participate in the use of contracts negotiated by the NYS Office of General Services (OGS) for the procurement of heating fuel oil at bulk quantity rates for all agencies and authorities; now therefore

BE IT RESOLVED the Authority hereby adopts the following NYS OGS Fuel contracts and the terms and conditions defined therein for the procurement of fuel from the identified vendors as needed at the daily unit prices calculated in accordance with the contract terms and to issue purchase orders to the designated vendors with the following not to exceed amounts:

OGS Award 23091 Heating Fuel Oil Period: 08/31/2018 through 08/30/2020

Vendor(s): Sprague Operating Resources, LLC, Portsmouth, NH (BMB) \$31,236.00

KoscoHeritagenergy, LLC, Kingston, NY (MHB, NBB) \$8,916.60;

and

BE IT FURTHER RESOLVED that the Executive Director, or his designee, is hereby authorized and directed to take the necessary measures to implement this resolution.

IN WITNESS WHEREOF, this resolution has been duly adopted this 16th day of August 2018.

Joseph Ruggiero, Secretary

4) ESTN Travel Request Justification

Mr. Russo reported to the Board that the Eastern States Transportation Network (ESTN) is a coalition of transportation agencies that has been in existence in one form or another since 1970 under various organizational names. ESTN was established to provide an opportunity for peers within specific departments across agencies to meet and establish connections with counterparts for the purpose of sharing common issues and solutions. Members would share information and make inquiries through conference calls and email chains throughout the year and annually meet in person to discuss, share insights and experiences and dive deeper into pre-selected topic areas. The Bridge Authority had been a member of ESTN for a number of years and was represented on the Human Resource, Operations and Maintenance Committees with staff serving as chairs at different times. The annual ESTN conferences ceased in recent years for a number of reasons and in 2017 there was a renewed interest among the members to re-establish the organization and its annual meeting. Through a poll of the members of the various sub-committees, it was determined that there were new, common interests and issues to be addressed across the transportation agencies and significant staff changes in recent years to support interest in re-establishing the connections and dialogue. Accordingly, planning has taken place to schedule a one day ESTN conference to be hosted by the Delaware River Port Authority on Friday, November 16, 2018. After a hiatus, this will be the 40th ESTN meeting. Mr. Russo requested travel authorization for Craig Gardner and him to attend, representing Maintenance and Human Resources respectively. Craig has been invited to chair the Maintenance Committee as he was the chair the last time an ESTN meeting took place. Mr. Russo indicated that they would travel by car and require one overnight stay. Commissioner Stanton made a motion, noting the importance and benefit to the Authority of such peer meetings. The motion was seconded by Vice Chairman Higgins, and the following resolution was adopted unanimously:

NEW YORK STATE BRIDGE AUTHORITY
BOARD RESOLUTION

Resolution No.: 018-095

Resolution Date: August 16, 2018

WHEREAS, the Board has received and reviewed a request for overnight, out-of-state travel for staff to attend a meeting of the Eastern States Transportation Network (ESTN) to be held November 16, 2018 and hosted by the Delaware River Port Authority ; now therefore

BE IT RESOLVED that travel is authorized by the Board, in accordance with the Authority's travel reimbursement guidelines, for Mr. Russo and Mr. Gardner to attend as the Authority's staff representatives, the identified ESTN meeting on November 16, 2018 with approximate travel & lodging costs estimated not to exceed

\$400 ; and

BE IT FURTHER RESOLVED that the Executive Director, or his designee, is hereby authorized and directed to take the necessary measures to implement this resolution.

IN WITNESS WHEREOF, this resolution has been duly adopted this 16th day of August 2018.

Joseph Ruggiero, Secretary

ENGINEERING:5) Hudson Valley Bridges – Standby Readiness Increase – BA-2016-RE-101-CM

Mr. Wright indicated to the Board that the Standby Readiness contract, which allows the Authority to have an on-call contractor available for emergency and priority repairs, was last awarded in December of 2015. It is a three year contract with two (2) optional one (1) year extensions and expires in December of this year. The Authority has nearly exhausted its funds for emergency repairs for this year. The Authority used the money for deck repairs at NBB (\$177,000), various guide rail and barrier repairs due to accidents (\$35,000), Yellow Flag repair at NBB (\$13,000) and Pavement Grooving at NBB (\$11,000). Mr. Wright recommended replenishing the emergency repair budget with \$200,000.00, which is over the Capital Program amount approved by the Board. The overage is mainly due to NBB deck repair spending anticipated to be \$125,000 more than last year and \$45,000 to repair storm damage from the May storm. Mr. Wright went on to say that having a contractor available for a quick response allows us to return facilities back to full service in a timely manner. Chairman Gerentine called for a motion. On a motion of Vice Chairman Higgins, seconded by Commissioner Jablonski, the following resolution was adopted unanimously:

NEW YORK STATE BRIDGE AUTHORITY
BOARD RESOLUTION

Resolution No.: 018-096

Resolution Date: August 16, 2018

WHEREAS, bids were solicited through the New York State Contract Reporter for the contract entitled "System-wide Emergency Bridge and Highway Repairs – Standby Readiness" (BA-2016-RE-101-CM) and four (4) bids were received on November 24, 2015, the low bidder being the firm of Hudson Valley Bridge (HVB) Construction; and

WHEREAS, we have nearly exhausted our emergency repair funds for this year, having performed deck repairs at NBB (\$177,000), various guide rail and barrier repairs due to accidents (\$35,000), Yellow Flag repair at NBB (\$13,000) and Pavement Grooving at NBB (\$11,000).; now therefore

BE IT RESOLVED that the contract awarded to HVB of Harriman, New York be increased in the amount of \$200,000.00 from the amount of \$992,250.00 to a total contract amount of \$1,192,250.00; and

BE IT FURTHER RESOLVED that the Executive Director, or his designee, is hereby authorized and directed to take the necessary measures to implement this resolution.

IN WITNESS WHEREOF, this resolution has been duly adopted this 16th day of August 2018.

Joseph Ruggiero, Secretary

6) Jobs in Progress

Mr. Wright advised the Board regarding the Engineering Jobs in Progress Report for the month. Mr. Wright mentioned that field work for the solar project at Kingston-Rhinecliff Bridge has begun and ground breaking started. Cable Inspection has begun at the Mid-Hudson Bridge. Steel repairs continue on the Walkway Over the Hudson. Also steel repairs at the Newburgh-Beacon Bridge continue and are on schedule, as well as the catwalk lowering project. Chairman Gerentine called for a motion. On a motion of Vice Chairman Higgins, seconded by Commissioner Dressel, the following resolution was adopted unanimously:

NEW YORK STATE BRIDGE AUTHORITY
BOARD RESOLUTION

Resolution No.: 018-097Resolution Date: August 16, 2018

WHEREAS, the Board has reviewed the monthly Engineering Progress Report on Capital Project Status; and

BE IT RESOLVED that the Engineering Progress Report is accepted as an instrument documenting the Board's briefing of Capital Construction activities; and

BE IT FURTHER RESOLVED that the Executive Director, or his designee, is hereby authorized and directed to take the necessary measures to implement this resolution.

IN WITNESS WHEREOF, this resolution has been duly adopted this 16th day of August 2018.

Joseph Ruggiero, Secretary

FINANCIAL:1) Investment Transaction Report

Mr. Ruggiero spoke on behalf of Mr. Bushek and reviewed the Investment Report for the month of July noting ten investments for the month. Chairman Gerentine called for a motion. On a motion of Vice Chairman Higgins, seconded by Commissioner Jablonski, the following resolution was adopted unanimously:

NEW YORK STATE BRIDGE AUTHORITY
BOARD RESOLUTION

Resolution No.: 018-098Resolution Date: August 16, 2018

WHEREAS, the investment control procedures for the New York State Bridge Authority provide that the Board shall review and approve the report of investment transactions completed since the meeting of the Board on July 19, 2018; now therefore and,

BE IT RESOLVED, that the Board of Commissioners of the New York State Bridge Authority the New York State Bridge Authority does hereby concur with and approve the investment report as filed with this body on this date for the purpose noted; and

BE IT FURTHER RESOLVED, that the Executive Director, or his designee, is hereby authorized and directed to take the necessary measures to implement this resolution.

IN WITNESS WHEREOF, this resolution has been duly adopted this 16th day of August, 2018.

Joseph Ruggiero, Secretary

Mr. Ruggiero reported to the Board that S&P downgraded the Authority to A+ from AA- as a result of a fundamental change in how they compute Debt Service Coverage (DSC). The Authority has always computed DSC in a specific method identified in the Authority's bond resolution that considers solely operating net revenue (revenues less operating expenses) divided by debt service costs. S&P, in an attempt to recognize the cash outflow associated with continuous repairs, rehabilitation, and reconstruction (capital) expenditures, has now developed a "baseline" capital expenditure that is included to their own DSC computation. They are using a 10 year average of capital expenditures and adding them to operating expenditures to compute DSC. The end result is a significant increase in cash outflows and a reduction from the Authority's reported resolution DSC of 3.08 to approximately 1.25. For this Authority, it is unlikely to reach the old rating supported by the resolution computed DSC without significantly increasing the toll and generating excess cash to the extent that it exceeds our running 10 year average capital expenditures. The result of this is the anticipated increased borrowing costs. While the Authority currently does not expect to be in the market until 2021, we are only able to provide a rough estimate of what it would cost. The financial adviser from the Authority's last issue indicated this would cost approximately 10-15 basis points today, market conditions when we go out to market in 2021 may increase that cost. Given the general direction of interest rates it will likely be more. No action was required by the Board.

BRIDGE OPERATIONS:1) System-Wide Automatic Incident Detection Equipment Change
BA-2016-RE-116-AC

Mr. Kelly explained to the Board that at the October 19, 2017 the Board of Directors approved a purchase order for cameras and equipment for the Citilog Phase II project. Within that authorization was \$54,592.80 for 43 cameras. During the deployment phase of the project the purchased cameras that have worked well in other locations could not achieve performance requirements in isolated areas at the Kingston-Rhinecliff Bridge. This was primarily due to low lighting where thermal cameras that the Authority has deployed in similar conditions have proven to be a better solution. Since the original 6 cameras purchased have been deployed they are not returnable, however the Authority plans to utilize them in other locations as needed and/or as spares. To support the Kingston-Rhinecliff Bridge coverage gaps Mr. Kelly recommended the purchase of 6 thermal cameras to complete this portion of the project. A quote was provided by Adirondack Cabling Inc. totaling \$15,786.36. The overall project is expected to remain within the original Board approved amount of \$1,159,547.71 since the construction portion is substantially completed and under budget. Adirondack Cabling Inc. is on NYS OGS contract therefore there is no MWBE requirement. Chairman Gerentine called for a motion. On a motion of Vice Chairman Higgins, seconded by Commissioner Dressel, the following resolution was adopted unanimously:

NEW YORK STATE BRIDGE AUTHORITY
BOARD RESOLUTION

Resolution No.: 018-099

Resolution Date: August 16, 2018

WHEREAS, the Board of Commissioners have reviewed the memorandum describing how the cameras will be purchased under BA-2016-RE-118-AC.5; and,

WHEREAS, the Authority will participate in the NYS OGS Contract # PT 64058 through Adirondack Cabling and Security, Inc to purchase the cameras.; now therefore

BE IT RESOLVED, that the Board of Commissioners of the New York State Bridge Authority approve the procurement of six Axis Q-1941-E thermal cameras at a not to exceed amount of \$15,786.36; and

BE IT FURTHER RESOLVED, that the Executive Director, or his designee, is hereby authorized and directed to take the necessary measures to implement this resolution.

IN WITNESS WHEREOF, this resolution has been duly adopted this 16th day of August, 2017.

Joseph Ruggiero, Secretary

REPORTS TO BOARD:

- 1) Monthly Activity Report of the Executive Director
The Monthly Activity Report was submitted by Executive Director Joseph Ruggiero noting no expenditures.
- 2) July 2018 Traffic and Revenue Analysis
Mr. Ruggiero noted for the month of July traffic increased 1.03% and revenue decreased 1.53%. No action was required by the Board.
- 3) July 2018 E-ZPass Sales Analysis
Mr. Ruggiero indicated that year-to-date 2018 tag sales were 5,810, compared to 7,190 sold year-to-date 2017. No action was required by the Board.
- 4) Historic Bridges of the Hudson Valley (HBHV) Monthly Report for July 2018
The full monthly and detailed report was submitted to the NYSBA Board of Commissioners and submitted by the Historic Bridges of the Hudson Valley President Tara Sullivan and Director Kathy Burke.

Chairman Gerentine made a motion to recess to Attorney Client at 4:15pm, seconded by Vice Chairman Higgins.

Attorney Client Privilege:

- 1) Authorization to Retain Separate Independent Defense Counsel for Joseph Ruggiero

The Board returned from Attorney Client Privilege session at 4:44pm noting one action was required. Chairman Gerentine called for a motion. On a motion of Vice Chairman Higgins, seconded by Commissioner Jablonski, the following resolution was adopted unanimously:

NEW YORK STATE BRIDGE AUTHORITY
BOARD RESOLUTION

Resolution No.: 018-100

Resolution Date: August 16, 2018

WHEREAS, Executive Director, Joseph Ruggiero, sent a letter dated August 10, 2018, to Carl G. Whitbeck, Jr., Esq., General Counsel of the

Authority, seeking independent defense counsel *In the Matter of the Application of Michael Sgro, Plaintiff/Petitioner, -against- Joseph Ruggiero, in his capacity as Executive Director of the New York State Bridge Authority, Joseph Ruggiero, and Clotelle Drakeford, Esq., in their individual capacities, Defendants/Respondents*, pursuant to Article VIII of the By-Laws of the Authority which adopted Section 18 of the Public Officers Law of the State of New York; and

WHEREAS, General Counsel has provided his memo to the Board recommending approval of such independent defense counsel; now therefore

BE IT RESOLVED that Executive Director, Joseph Ruggiero, may retain separate independent defense counsel to represent his individual interests *In the Matter of the Application of Michael Sgro, Plaintiff/Petitioner, -against- Joseph Ruggiero, in his capacity as Executive Director of the New York State Bridge Authority, Joseph Ruggiero, and Clotelle Drakeford, Esq., in their individual capacities, Defendants/Respondents*.

IN WITNESS WHEREOF, this resolution has been duly adopted this 16th day of August, 2018.

Joseph Ruggiero, Secretary

This concluded the regular meeting. Chairman Gerentine asked for a motion to adjourn the meeting. On a motion of Vice Chairman Higgins, seconded by Commissioner Stanton and approved unanimously, the regular meeting adjourned at 4:46 P.M.

The next regular Meeting of the Board of Commissioners meeting is scheduled for September 20, 2018 at 3:00 P.M. at the Bear Mountain Museum.