

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

HELD AT HEADQUARTERS, HIGHLAND, N.Y. ON  
JANUARY 16, 2020

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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  
Stanton, J. Henry, Commissioner  
Dressel, Roderick O., Commissioner

OFFICERS:

Sullivan, Tara, Secretary  
Bushek, Brian, Treasurer  
Whitbeck, Carl G., Counsel

ABSENT:

Jablonski, Diane, Commissioner

Chairman Gerentine called the meeting to order at 3:09 pm. Chairman Gerentine called for a motion to adopt the Regular minutes of the December 19, 2019 Regular meeting. On a motion of Vice Chairman Higgins, seconded by Commissioner Stanton, the Regular minutes of the December 19, 2019 Regular meeting were adopted unanimously.

ADMINISTRATION:1) E-ZPass IAG Membership Dues 2020

Mr. Russo informed the Board that he received an invoice for the Authority's annual assessment as a full member of the E-ZPass Interagency Group (IAG) for 2020. The IAG is the operating structure comprised of the member agencies that facilitate operational consistency, reciprocity and shared decision-making with respect to E-ZPass and its implementation. The Authority is a full voting member of this organization. As a "small" member agency, the Authority's annual assessment for 2020 remains at \$25,000 in accordance with the IAG's dues structure. Chairman Gerentine called for a motion. On a motion of Vice Chairman Higgins, seconded by Commissioner Stanton, the following resolution was adopted unanimously:

NEW YORK STATE BRIDGE AUTHORITY  
BOARD RESOLUTION

Resolution No.: 020-001

Resolution Date: January 16, 2020

WHEREAS, the NYS Bridge Authority is a Full Member Agency of the E-ZPass Interagency Group ("IAG") to jointly and cooperatively implement an electronic toll collection system known as E-ZPass; and,

WHEREAS, the NYS Bridge Authority has received an invoice from the IAG for its 2020 annual assessment in the amount of \$25,000 in accordance with the E-ZPass Interagency Group Operating Agreement; and

WHEREAS, the NYS Bridge Authority agrees it is in the public interest to continue its full voting membership in the E-ZPass Interagency Group; now therefore

BE IT RESOLVED, that the Board of Commissioners of the New York State Bridge Authority approves the payment of the E-ZPass Interagency Group invoice for the 2020 annual membership assessment in the amount of \$25,000; and

BE IT FURTHER RESOLVED, that the Acting Executive Director, or her 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<sup>th</sup> day of January 2020.

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Tara Sullivan, Secretary

2) The McLean Group – Supervisory Management Training and Coaching Services for All Employees

Mr. Russo indicated to the Board that the Authority's management and senior staff have benefitted from past professional development training. The Authority now seeks to provide additional training/coaching services to its staff. Staff researched the availability and profiles of firms servicing the Mid-Hudson Valley region that matched NYSBA's professional development needs. Four local firms that specialize in supervisory management training/coaching were solicited for bids adhering to a one-year contract for specialized management training. All firms submitted proposals that outlined their scope of services and a projected price. Each firm was scored on a matrix that included important criteria such as experience working with state employees, accessibility, M/WBE participation, and price. The McLean Group scored highest on the matrix. Kathleen McLean was notified that the Bridge Authority would like to engage in a one-year consultant contract. Mr. Russo recommended the Board to approve a one year contract not-to-exceed \$37,060. Chairman Gerentine called for a motion. On a motion of Vice Chairman Higgins, seconded by Commissioner Stanton, the following resolution was adopted unanimously:

NEW YORK STATE BRIDGE AUTHORITY  
BOARD RESOLUTION

Resolution No.: 020-002

Resolution Date: January 16, 2020

WHEREAS, the New York State Bridge Authority has determined that it is in the public interest to provide management training/coaching to its employees and

WHEREAS, the Authority has solicited, received, and reviewed proposals from qualified firms

WHEREAS, management staff recommends entering into a one-year agreement with The McLean Group of Albany, New York, a NYS certified M/WBE, for an amount not-to-exceed \$37,060; now therefore

BE IT RESOLVED that the Board of Commissioners of the New York State Bridge Authority authorizes the Acting Executive Director to enter into contract with The McLean Group for a period of one year in an amount not-to-exceed \$37,060 for the purpose of providing management training/coaching for employees as needed; and

BE IT FURTHER RESOLVED that the Acting Executive Director, or her 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 January 2020.

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Tara Sullivan, Secretary

ENGINEERING:1) 2020 In-House Capital Improvement Plan

Mr. Wright indicated to the Board that based on the most recent inspections, the Authority's Engineering and Maintenance department has developed both an update to the Authority's five year capital plan and a series of in-house capital improvements. These in-house projects are necessary and can be accomplished with our own forces. The Authority is able to save a significant amount by performing these tasks in-house versus by contract; the projected savings this year is \$1,366,260.00. A copy was sent to the Board for their review of the in-house program, prepared by our General Consultant, Modjeski & Masters. Mr. Wright recommended to the Board an approval to authorize \$1,310,000.00 for the 2020 In-House Capital Improvement Program. Chairman Gerentine called for a motion. On a motion of Vice Chairman Dressel, seconded by Commissioner, the following resolution was adopted unanimously:

NEW YORK STATE BRIDGE AUTHORITY  
BOARD RESOLUTION

Resolution No.: 020-003

Resolution Date: January 16, 2020

WHEREAS, the New York State Bridge Authority has determined it is in the public interest to authorize the in-house capital projects as recommended by the Authority's Consulting Engineer; and

WHEREAS, the Authority continues to invest in cost savings measures utilizing our in-house maintenance skills wherever practical; the projected savings generated by performing these tasks in-house versus by contract is \$1,366,260.00; and

WHEREAS, the scope of work for these projects has been developed by the Engineering and Maintenance department and determined to be necessary for the continued safe and efficient operation of the bridges by the General Consultant; now therefore

BE IT RESOLVED that the Board of Commissioners of the New York State Bridge Authority authorizes the 2020 In-House Capital Projects in the amount of \$1,310,000.00; and

BE IT FURTHER RESOLVED that the Acting Executive Director, or her 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<sup>th</sup> day of January, 2020.

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Tara Sullivan, Secretary

2) Biennial Bridge Inspection Service BA-2017-RE-103-ES

Mr. Wright informed the Board that the Authority advertised this project in the NYS Contract Reporter with proposals due November 9th, 2016. Twenty-seven (27) firms requested the proposal package with seven (7) proposals received. After reviewing the technical and cost proposals, the following three (3) Consultants were approved by the Board to perform the work: ATANE, Modjeski and Masters, and WSP. The original three year contract is expiring and, per the contract, Mr. Wright would like to extend it an additional three years as each Consultant has satisfactorily performed the biennial bridge inspections the past three years. The authorized consultants provided the following cost proposals to inspect the bridge they have been directed to examine in 2020: ATANE: Mid-Hudson Bridge at a cost of \$164,569.30, Modjeski and Masters: Rip Van Winkle Bridge at a cost of \$150,483.00, WSP: Bear Mountain Bridge at a cost of \$149,730.00, with a total cost of \$464,782.30. Each of the next two years, the Consultants will provide a cost proposal to inspect the bridge they have been directed to inspect and Mr. Wright will present those proposals to the Board for approval. Commissioner Stanton stated that this was instituted 3 years ago and commended Mr. Wright for his great management. Chairman Gerentine called for a motion. On a motion of Vice Chairman Higgins, seconded by Commissioner Stanton, the following resolution was adopted unanimously:

NEW YORK STATE BRIDGE AUTHORITY  
BOARD RESOLUTION

Resolution No.: 020-004

Resolution Date: January 16, 2020

WHEREAS, in late 2016, the New York State Bridge Authority publicly bid and awarded a multi-year professional engineering services contract for biennial bridge inspections of the Authority's river crossings to begin in 2017: the Bear Mountain Bridge, Newburgh Beacon Bridge North and South Spans, Balmville Road Bridge over I-84, I-84 Bridge over 9W, Mid-Hudson Bridge, Route 44/55 Bridge over 9W, Kingston-Rhinecliff Bridge and the Rip Van Winkle Bridge to be designated as (BA-2017-RE-103-ES); and

WHEREAS, M/WBE goals were set for this contract at 30% and SDVOB goals at 6%; and

WHEREAS, the original agreement allows for an additional three (3) year extension of the base contract; and

WHEREAS, the Authority hired three (3) Consultants to each inspect one main bridge and its ancillary structures and approaches per year; and;

WHEREAS, each year of the three year contract, the approved Consultants shall provide a cost proposal for Board approval to inspect the bridge they have been directed to examine; and

WHEREAS; the Consultants have provided their technical and cost proposals; now therefore

BE IT RESOLVED that the Board of Commissioners approve a three (3) year

extension of the base contract and the following Biennial Bridge Inspection Services for 2020 at the following costs:

BA-2017-RE-103-ES.20.1: WSP: Bear Mountain Bridge at \$149,730.00;

BA-2017-RE-103-ES.20.2: Modjeski & Masters: Rip Van Winkle Bridge at \$150,483.00;

BA-2017-RE-103-ES.20.3: ATANE (formerly HAKS): Mid-Hudson Bridge at \$164,569.30; for a total not-to-exceed cost of \$464,782.30

BE IT FURTHER RESOLVED that the Acting Executive Director, or her 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 January, 2020.

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Tara Sullivan, Secretary

3) System-Wide Vol/Hosted/Cloud Based Phone System Provider BA-2019-OO-123-PS

Mr. Wright indicated to the Board that the Authority recently advertised in the NYS Contract Reporter for a VoIP/Hosted/Cloud Based phone system provider as the current three (3) year agreement the Authority has with Fusion will expire shortly. Fifty (50) vendors requested the proposal package with six (6) proposals received. After a thorough review by a committee composed of Glen Chalmers, of Broadband Consulting and Mike Bernazzani and Greg Herd of NYSBA, Mr. Wright recommended T2 Technologies of Denver, Colorado at a cost of \$59,147.00 for the equipment and installation and \$3,038.15 per month for service costs for the duration of the 36 month contract, for a total not-to-exceed cost of \$168,520.40. Additionally, it is estimated that reconfiguration work of the Cisco routers may need to be performed by ConvergeOne, the NYS OGS contractor for this work, at a not-to-exceed cost of \$3,000.00, bringing the total not-to-exceed cost of the project to \$171,520.40. M/WBE and SDVOB goals did not apply as telecommunications are on the list of Authority exemptions. 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.: 020-005

Resolution Date: January 16, 2020

WHEREAS, the New York State Bridge Authority has determined that it is in the public interest to award a contract to provide for a System-Wide VoIP/Hosted/Cloud Based Phone System System-Wide to be designated BA-2019-OO-123-PS; and

WHEREAS, the Authority advertised this request in the New York State Contract Reporter and received six (6) cost proposals; and

WHEREAS, the Authority's Review Committee has evaluated the cost proposals and has determined that T2 Technologies is best qualified to provide the required equipment and professional services; and

WHEREAS, reconfiguration work to the Cisco routers may need to be performed by ConvergeOne, the NYS OGS contractor for this work, at a not-to-exceed cost of \$3,000.00; now therefore

BE IT RESOLVED that the Board of Commissioners of the New York State Bridge Authority award a three year contract, with two one year options, to T2 Technologies, of Denver, Colorado, in an amount not to exceed \$168,520.40 which includes \$59,147.00 for the equipment and installation and \$3,038.15 for basic monthly service costs; and

BE IT RESOLVED that the Board of Commissioners of the New York State Bridge Authority authorize ConvergeOne to perform any necessary router work at a cost of \$125.00 per hour, not-to-exceed \$3,000.00, bringing the total not-to-exceed cost of the project to \$171,520.40.

BE IT FURTHER RESOLVED that the Acting Executive Director, or her 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 January, 2020.

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Tara Sullivan, Secretary

4) 4Q 2019 Accident Review

Mr. Wright indicated that all accidents were reviewed by him and the Manager of Maintenance to determine if something could be done to possibly prevent similar accidents from happening in the future. All accidents were believed to be from driver error, driving too fast for weather conditions, not paying attention, or distracted driving. No action was required by the Board.

5) Jobs in Progress

Mr. Wright advised the Board regarding the Engineering Jobs in Progress Report for the month. The South span sidewalk repairs at the Newburgh Beacon Bridge are on hold until spring. Chairman Gerentine called for a motion. On a motion of Vice Chairman Higgins, seconded by Commissioner Stanton, the following resolution was adopted unanimously:

NEW YORK STATE BRIDGE AUTHORITY  
BOARD RESOLUTION

Resolution No.: 020-006

Resolution Date: January 16, 2020

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 Acting Executive Director, or her 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 January 2020.

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Tara Sullivan, Secretary

FINANCIAL:1) Investment Report

Mr. Bushek reviewed the monthly Investment Report noting eleven investments for the month. 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.: 020-007Resolution Date: January 16, 2020

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 December 19, 2019; now therefore

BE IT RESOLVED, that the Board of Commissioners of 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 Acting Executive Director, or her 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<sup>th</sup> day of January, 2020.

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Tara Sullivan, Secretary

## 2) Insurance Fund Balance Determination

Mr. Bushek indicated to the board that per requirements of its General Revenue Bond Resolution, the Authority maintains insurance policies to protect it against various risks. Where insurance carries a significant deductible, such as with the property damage and loss of revenue policy on the bridges, the Authority has determined to deposit in the Insurance Fund an amount necessary to cover the deductible. As evidenced by the Professional Certificate from Modjeski & Masters, Inc., independent Consulting Engineer, the Insurance Fund balance necessary to equal the deductible amount is now \$11,733,000, determined by multiplying the \$373,873,000 replacement value of the South Span at Newburgh-Beacon by the 3% deductible amount. As such, Mr. Bushek proposed increasing the Insurance Fund balance to \$11,733,000. Mr. Gerentine called for a motion. On a motion of Vice Chairman Higgins, seconded by Commissioner Stanton, the following resolution was dopted unanimously:

### NEW YORK STATE BRIDGE AUTHORITY BOARD RESOLUTION

Resolution No.: 020-008

Resolution Date: January 16, 2020

WHEREAS, the Board has reviewed the report relative to determining the adequate balance in the Insurance Fund; now therefore and,

BE IT RESOLVED, that the balance shall be increased from \$11,599,000 for 2019 to \$11,733,000 for 2020 as recommended by the consulting Engineers, Modjeski and Masters, Inc.; and

BE IT FURTHER RESOLVED, that the Acting Executive Director, or her 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<sup>th</sup> day of January, 2020.

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Tara Sullivan, Secretary

### 3) Accident Review Committee Q4 2019

Mr. Bushek reported to the Board that there were 111 accidents on Authority facilities in the fourth quarter of 2019 as classified by bridge compared with 99 accidents in the previous year. No action was required by the Board.

BRIDGE OPERATIONS:1) Transcom Annual Dues

Mr. Pavlin presented the invoice for the Authority's 2020 Member Operations Support to TRANSCOM. The Authority's annual contribution of \$79,054.00 remains at 1.96% of TRANSCOM's overall operating costs. This amount has been allocated in the Authority's 2020 operations budget. Mr. Pavlin recommended an approval by the Board for payment of this invoice. Chairman Gerentine called for a motion. On a motion of Vice Chairman Higgins, seconded by Commissioner Stanton the following resolution was dopted unanimously:

NEW YORK STATE BRIDGE AUTHORITY  
BOARD RESOLUTION

Resolution No.: 020-009Resolution Date: January 16, 2020

WHEREAS, The Authority is a member of TRANSCOM and along with twelve other transportation agencies provides operations support to this organization in the form of an annual dues payment; and

WHEREAS, The Authority has reviewed the memorandum and invoice regarding the annual membership dues for TRANSCOM and have found it to be consistent with the 2020 budget as approved on September 13, 2019 by the TRANSCOM Board; now therefore

BE IT RESOLVED, that the Board of Commissioners of the New York State Bridge Authority approves payment for 2020 TRANSCOM annual dues in the amount of \$79,054.00; and

BE IT FURTHER RESOLVED, that the Acting Executive Director, or her 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<sup>th</sup> day of January, 2020.

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Tara Sullivan, Secretary

REPORTS TO BOARD:1) Monthly Activity Report of the Acting Executive Director

The Monthly Activity Report was submitted by Acting Executive Director Tara Sullivan noting no expenditures. No action required by the Board.

2) December 2019 Traffic and Revenue Analysis

Ms. Sullivan noted for the month of December that the Authority's revenues are \$51,382.00 below last year's receipts (\$58,968,657 in 2019, \$59,020,039 in 2018), a decrease of 0.09%. No action was required by the Board.

3) December 2019 E-ZPass Sales Analysis

Ms. Sullivan indicated that year-to-date 2019 tag sales were 9,210, compared to 9,647 sold year-to-date 2018, a decrease of 4.5%. No action was required by the Board.

4) Historic Bridges of the Hudson Valley (HBHV) Monthly Report for December 2019

The full monthly and detailed report was submitted to the NYSBA Board of Commissioners and submitted by the Historic Bridges of the Hudson Valley Director Kathy Burke. No action was required by the Board.

PRESENTATION TO THE BOARD:

1) Engineering Video Written and Produced by NYSBA Engineering Intern Juan Cardenas in Cooperation with HBHV

Engineering Intern, Juan Cardenas, presented an 8 minute video to the Board which he produced and narrated. The video profiles the various Engineering fields, focusing on what Engineers do and why they do it. The video is used in the classroom to show to the students taking tours at the BMB.” No action was required by the Board.

Ms. Sullivan took the opportunity to commend the Maintenance staff at the Rip-Van Winkle Bridge for an entire year of no injuries. Ms. Sullivan also congratulated and thanked Ms. Francine Byrne for her 20 years of service.

This concluded the regular meeting. Chairman Gerentine asked for a motion to adjourn the meeting. On a motion of Commissioner Dressel, seconded by Vice Chairman Higgins and approved unanimously, the regular meeting adjourned at 3:48 P.M.

The next Regular Meeting of the Board of Commissioners meeting is scheduled for January 16, 2020 at 3:00 P.M. at Headquarters.