

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

HELD AT HEADQUARTERS, HIGHLAND, N.Y. ON
October 20, 2016 (As Amended)

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
Jablonski, Diane, Commissioner

OFFICERS:

Ruggiero, Joseph, Secretary
Bushek, Brian, Treasurer
Whitbeck, Carl G., Counsel

ABSENT:

Dressel, Roderick O., Commissioner

Chairman Gerentine called the meeting to order at 3:09 pm. Chairman Gerentine called for a motion to adopt the amended agenda. On a motion of Vice Chairman Higgins, seconded by Commissioner Jablonski, the amended agenda was adopted unanimously. Chairman Gerentine called for a motion to adopt the minutes of the September 15, 2016 Regular meeting. On a motion of Vice Chairman Higgins, seconded by Commissioner Stanton, the minutes of the September 15, 2016 Regular meeting were adopted unanimously.

ADMINISTRATION:1) Disaster Recovery System Solution

Mr. Russo indicted to the Board that the Authority has researched options to establish a disaster recovery system for the IBM AS/400 server which hosts the JD Edwards Enterprise One financial software modules as well as the Kronos Timekeeper software for payroll data. Processing accounts payable, procurement, general accounting, fixed asset management and payroll transactions are critical daily functions supported by the AS/400 platform. There currently is no redundant server or practical option for a timely disaster recovery should the need arise. As part of the evaluation, the Authority researched the feasibility and costs associated with procuring simply a back-up server versus a back-up server with high availability software that would enable a near immediate cut-over in the event of a disaster. After considering the costs and the relative historical stability of the IBM AS/400 platform, it was determined that the best solution would be to procure and install a simple back-up system. This system would be installed on the network at another facility, whereby in the event of a disaster, it could be loaded with the current back up data and become the active server on the network thus permitting continuity of operations in a timely manner. A proposal has been received from Sirius Computer Solutions (SCS) for the IBM hardware offered through the NYS OGS contract in the amount of \$29,266.65. Also received was a proposal from SCS for 3 years of IBM maintenance support in the amount of \$3,020.77 as well as one time installation services in the amount of \$10,000 for a total installation and maintenance of \$13,020.77. The maintenance and installation are not included under the NYS OGS contract and have been proposed here as a single source cost through the reseller (SCS) who will also provide the installation and configuration of the equipment. Mr. Russo recommended an approval for this procurement, identified in the Capital Program budget, to Sirius Computer Solutions in the amount of \$42,287.42. 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.: 016-101Resolution Date: October 20, 2016

WHEREAS, the Authority has determined it in the public interest to provide for appropriate disaster recovery for its computing systems in support of its business operations; and,

WHEREAS, the Board has received and reviewed a proposal together with staff recommendations for the purchase and installation of a back-up server to support its financial and payroll systems; now therefore

BE IT RESOLVED, that the Board of Commissioners of the New York State Bridge Authority approves the purchase of an IBM server through its reseller, Sirius Computer Solutions, via NYS Office of General Services contract #PM20890 and related installation services with 3 years of IBM maintenance support through Sirius Computer Solutions as a single source vendor in the amount of \$42,287.42; 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 20th day of October 2016.

Joseph Ruggiero, Secretary

ENGINEERING:1) General Consultant & Inspection Services BA-2017-OE-102-ES

Mr. Wright indicated to the Board that the Authority advertised this project in the NYS Contract Reporter with technical proposals due October 7th, 2016. Twenty-one (21) contractors requested the proposal package with two (2) proposals received. Mr. Wright recommended Modjeski and Masters as the best qualified to provide the required professional services at a not-to-exceed cost of \$1,903,730.00. 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.: 016-102

Resolution Date: October 20, 2016

WHEREAS, the New York State Bridge Authority has determined that it is in the public interest to award a multi-year professional engineering services contract in connection with the Bear Mountain/Newburgh-Beacon/Mid-Hudson/Kingston-Rhinecliff/Rip Van Winkle/Walkway Over the Hudson Bridges "General Consultant and Inspection Services" to be designated (BA-2017-OE-102-ES); and

WHEREAS, the Authority advertised for "General Consultant and Inspection Services" in the New York State Contract Reporter; and

WHEREAS, two (2) firms submitted their technical and cost proposals; and

WHEREAS, the Authority has determined that Modjeski and Masters of Poughkeepsie, New York is best qualified to provide the required professional services; now therefore

BE IT RESOLVED that an agreement be issued to Modjeski and Masters, Inc. to provide General Consulting and Inspection Services for calendar years 2017, 2018, and 2019 at a not to exceed cost of \$1,903,730.00; and

BE IT FURTHER RESOLVED that the Authority may, at the Board's discretion, extend this contract for three or more additional years; 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 20th day of October 2016.

Joseph Ruggiero, Secretary

2) Schupp's Contract Second Extension – System- wide Fiber Maintenance Services- BA-2012-OO-002-IT

Mr. Wright indicated to the Board that in 2012, the Authority advertised for an on-call system-wide fiber maintenance repair contractor and selected Schupp's Line Construction, Inc., awarding them a three (3) year contract, BA-2012-OO-002-IT, with the option of extending the service period for two (2) additional one (1) year periods. In October of 2015, the Authority extended the contract for one (1) additional year. The Authority's experience with Schupp's has been a positive one and Mr. Wright recommended exerting the option to extend the contract for a second one (1) year term at the revised hourly rates and a not-to-exceed amount of \$75,000.00 approved for payment on a time and materials basis for emergency fiber optic repair work. 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.: 016-103

Resolution Date: October 20, 2016

WHEREAS, the New York State Bridge Authority has determined that it is in the public interest to extend the contract for professional services in connection with on-call system-wide response to fiber optic cable damage (BA-2012-OO-002-IT); and

WHEREAS, the Authority has previously awarded this contract to Schupp's Line Construction, Inc., of Albany, New York; and

WHEREAS, this contract included the option for the Authority to extend the term of the contract for two additional 1 year periods and the Authority exerted its first option to renew in October 2015; and

WHEREAS, the Authority's Engineering Department has reviewed and approved Schupp's following rates: fiber repair regular work week hours - \$242.00/hour, off hours - \$288.00; trenching and backfilling regular work week hours - \$262.00, off hours - \$319.00 with a total not-to-exceed amount of \$75,000.00; now therefore

BE IT RESOLVED that the second one (1) year extension of this agreement be issued to Schupp's Line Construction, Inc.; 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 20th day of October 2016.

Joseph Ruggiero, Secretary

3) Kapsch E-ZPass Maintenance Fees

Mr. Wright informed the Board that Kapsch TrafficCom IVHS, Inc. has been the sole source service provider for E-ZPass antennae and signal processing since the inception of E-ZPass. The rates and the contractual terms of their service agreement are negotiated by the Interagency Group (IAG) for all E-ZPass agencies. In 2010, the existing maintenance contract expired and terms of the new agreement were advertised and cost proposals received. Once again, Kapsch was chosen as the sole source provider. A new ten year maintenance service term began in 2012 and in November of that year the Board authorized the Authority to enter into a contract with Kapsch for the remaining nine (9) years under the terms and rates negotiated by the IAG. This maintenance contract provides for onsite support and monthly pro-active system conditioning, with the contract amount set at \$304,852.00. Due to an oversight, Kapsch failed to invoice the Authority for maintenance for the term of August 14, 2015-August 13, 2016. The current term of August 14, 2016-August 13, 2017 is now due, with maintenance invoices from both terms at \$26,120.16 each, for a total of \$52,240.32. 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.: 016-104

Resolution Date: October 20, 2016

WHEREAS, the New York State Bridge Authority utilizes Kapsch TrafficCom IVHS equipment for the reading of E-ZPass tags for electronic toll processing; and

WHEREAS, the Authority has determined it is in the public interest to maintain this equipment through services provided by Kapsch TrafficCom IVHS and identified through the current E-ZPass ten (10) year Interagency Agreement and accepted by the Authority's Board at their November 2012 meeting; and

WHEREAS, this maintenance contract provides for onsite support and monthly pro-active system conditioning and is billed on annual basis; and

WHEREAS, the Authority has reviewed Kapsch's invoices for maintenance services for the terms August 14, 2015 – August 13, 2016 and August 14, 2016 – August 15, 2017 in the amount of \$26,120.16 each, now therefore;

BE IT RESOLVED that the Authority issue a purchase order to Kapsch TrafficCom IVHS in a not-to-exceed amount of \$52,240.32; 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 20th day of October 2016.

Joseph Ruggiero, Secretary

4) System-Wide Joint Repairs Award Typographical Error

Mr. Wright explained to the Board that this project was publicly bid and awarded in June to Foit-Albert Associates in the amount \$33,790.00. However, the contract number was listed on the resolution as BA-2015-RE-110-DE, when it should have read BA-2016-RE-110-DE. 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.: 016-105

Resolution Date: October 20, 2016

WHEREAS, the Board of Commissioners of the New York State Bridge Authority determined that it was in the public interest to award a contract for professional design services to Foit-Albert Associates in connection with System-Wide Joint Repairs on June 16th, 2016 as per Resolution #016-062; and

WHEREAS, the contract number designated BA-2015-RE-110-DE on the resolution was incorrect; now therefore

NOW THEREFORE BE IT RESOLVED that the Board of Commissioners of the New York State Bridge Authority amend the contract designation to now be BA-2016-RE-110-DE, awarded to Foit-Albert Associates of Albany, NY in the amount of \$33,790.00; and

BE IT FURTHER RESOLVED that this resolution shall supersede Resolution #016-062 and render it void; 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 20th day of October 2016.

Joseph Ruggiero, Secretary

5) Quarterly Accident Report

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

6) Jobs in Progress

Mr. Wright advised the Board regarding the Engineering Jobs in Progress Report for the month of August. Mr. Wright reported that the contractor for the sidewalk and railing replacement project at the Rip Van Winkle Bridge is awaiting additional railing and sidewalk panel delivery and work will resume late October. The Walkway Over the Hudson north railing rehab project is nearing completion expected by the end of November. Mr. Wright also mentioned that the Mid-Hudson expansion joint repairs emergency night work is ongoing and scheduled to be complete in five more nights. Also the roof at the old Administration building is 90% complete, with the office roof project to begin in early November. Modjeski and Masters is in the process of designing the 9W railing for the Newburgh Beacon Bridge and the contractor continues shoring work on the North span. 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.: 016-106

Resolution Date: October 20, 2016

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 20th day of October 2016.

Joseph Ruggiero, Secretary

FINANCIAL:1) Investment Transaction Report

Mr. Bushek reviewed the Investment Report for the month of September noting six 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.: 016-107

Resolution Date: October 20, 2016

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 September 15, 2016; 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 20th day of October, 2016.

Joseph Ruggiero, Secretary

2) Workers Compensation Renewal

Mr. Bushek indicated to the Board that the Authority's Workers' Compensation Insurance policy renews October 21, 2016 and the State Insurance Fund has offered the Authority a 35% upfront discount on the manual rates charged on each dollar of Authority payroll. This discount is a return to the level from 2014 that was lost last year due to loss experience. Typically, all companies offer some percentage discount but in comparison the State Insurance Fund still offers the highest discount that no other carriers match. The Board approves workers compensation by resolution noting a premium is "subject to audit." The final premium will be revised based on final audited payroll numbers that routinely vary from original estimates. The Board is effectively approving the rates that will be applied to audited payroll after the close of the policy period next year.

Based upon projected salaries for the 2016-2017 budget this year's premium quote increases from the estimated \$461,645.02 to \$508,697.07, an increase of \$47,052.05, or 10.2% not including the \$5,000 broker fee charged annually. The increase is attributable to several factors reflected in the quote from the broker.

Mr. Bushek noted that the Authority compares the estimated renewal premium to the prior years' estimated renewal premium at the time of Board consideration as the audit for the current year payroll will not be complete until after the new policy year begins.

Mr. Bushek emphasized the final premium cost will be based on actual salaries which are audited by the State Insurance Fund after the end of the policy year. That audit will determine the final cost for the policy year. Mr. Bushek believes the Authority have received the lowest price possible for workers compensation insurance and recommended the Board approve this purchase. 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.: 016-108

Resolution Date: October 20, 2016

WHEREAS, the Board has reviewed the report relative to the purchase of workers' compensation insurance; now therefore

BE IT RESOLVED the New York State Bridge Authority does hereby approve this purchase with the State Insurance Fund, through Associates of Glens Falls Inc., at the projected payroll level cost not-to-exceed cost, subject to payroll audit, of \$508,697.07 in addition to a \$5,000 broker fee; 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 20th day of October 2016.

Joseph Ruggiero, Secretary

3) Accident Review Committee Report Q3 2016

There were 84 accidents on Authority facilities in the third quarter of 2016, compared to 78 the previous year. During this period there was 1 accident, no injuries, involving Authority vehicles as compared to 7 in the prior year. No action required by the Board.

BRIDGE OPERATIONS:1) TRANSCOM Open Outreach Assessment 2016

Mr. Smith explained to the Board that Transcom's Open Reach is a web interface whereby NYSBA Command Center Administrators can log into the Transcom regional conditions database. This system allows member agencies to enter traffic and road conditions that may affect the travelling public throughout the region, including on NYSBA facilities. Additionally, it allows the Authority to monitor and receive notifications of events which occur throughout the area that may impact traffic crossing our facilities. A fee is assessed annually upon each member agency for maintenance, operation, and expansion of the system. Transcom estimates the Authority's share this year to be \$12,219.81, which includes a credit of \$3,662.19 from the 2015 reconciled costs. 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.: 016-109

Resolution Date: October 20, 2016

WHEREAS, the Authority Board has reviewed the memorandum regarding the annual assessment for Transcom's Open Reach interface; now therefore

BE IT RESOLVED that the Board approves payment for the 2016 Annual Open Reach assessment in the amount of \$12,219.81 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 20th day of October 2016.

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) September 2016 Traffic and Revenue Analysis

Mr. Ruggiero noted for the month of September traffic increased 2.89% and revenue increased 1.34%. No action was required by the Board.

3) September 2016 E-ZPass Sales Analysis

Mr. Ruggiero indicated that year-to-date 2016 tag sales were 4,377, compared to 4,656 sold year-to-date 2015. No action was required by the Board.

4) Historic Bridges of the Hudson Valley (HBHV) Monthly Report for August 2016

Ms. Sullivan reported to the Board that the HBHV Board of Trustees will be meeting on October 20th 2016 to review old and new business and to hear reports as noted below.

Expenditures for September:

1. Payroll for Kathryn Burke, Director
2. No other expenditures to date

Tara Sullivan's HBHV projects included:

1. Weekly meetings and reports with Kathy Burke
2. Project updates
 - a. Preparing press release for HBHV presentation to Mid-Hudson Teacher Center
 - b. Skywalk update-sidewalk project is underway
 - c. Interpretive signage update-research and design continues for the RVWB signs with the Bureau of Historic Sites, part of OPRHP
 - d. Anchorage update-contractor working on conceptual design and will furnish us with a completion date on October 11th as well as subsequent weekly updates

Kathy Burke's projects included:

1. Major presentation to the Board of Mid-Hudson Teacher Center (HBHV is a new affiliate) including curriculum—see attached press release
2. Preparing presentations for "Lifetime Learning" at Marist and other regional colleges

3. Preparing for oral histories for NYSBA/HBHV
4. Continued development and expansion of HBHV.org including lesson plans and interactive aspects to be used by educators in a Google “share”
5. Update of social media Extensive historic research for interpretive signage at RVWB

OLD BUSINESS:1) Update on TTI AET Feasibility Study

Mr. Bushek explained to the Board since the approval of the AET Feasibility Study in August, TTI has commenced work on the project and has tentatively scheduled dates to issue a survey to cash patrons. The Authority survey will assist the Authority in understanding cash patron behavior at all facilities.

The Authority anticipates distributing surveys with toll collectors passing out cards from all cash lanes during the following times:

Thursday, November 17	8:00am to 6:00pm
Friday, November 18	8:00am to 6:00pm
Saturday, November 19	10:00am to 8:00pm

Based on TTI's recommendation the Authority will offer free passage to patrons who complete and return the survey on a subsequent trip. Previous surveys by TTI have demonstrated that incentives improve patron responses by over 600%. Based on traffic patterns during the previous year if roughly 30% of cash patrons return the survey it would amount to approximately 25,000 responses or \$40,000 in tolls. All surveys must be returned by December 19th or they become ineligible for free passage. No action required by the Board.

This concluded the regular meeting. Chairman Gerentine asked for a motion to adjourn the meeting. On a motion of Commissioner Stanton, seconded by Commissioner Jablonski and approved unanimously, the regular meeting adjourned at 3:30 P.M.

The next regular Meeting of the Board of Commissioners meeting is scheduled for November 17th at 3:00 P.M. at Headquarters.