



Niagara Frontier Transportation Authority
Serving Buffalo Niagara

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November 23, 2015

Ms. Karen McCarthy
Clerk
Erie County Legislature
25 Delaware Avenue
Buffalo, New York 14202

Re: NFTA Board Minutes

Dear Ms. McCarthy:

Enclosed for your information and files please find a copy of the Minutes from the Niagara Frontier Transportation Authority's Regular Board Meeting held on October 22, 2015.

Very truly yours,

A handwritten signature in black ink, appearing to read "David J. State", written over a horizontal line.

David J. State
General Counsel

DJS:lf

Enclosure

**NIAGARA FRONTIER TRANSPORTATION AUTHORITY
 NIAGARA FRONTIER TRANSIT METRO SYSTEM, INC.
 REGULAR BOARD MEETING
 OCTOBER 22, 2015 12:30 PM
 MINUTES**

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1. CALL TO ORDER

A. Meeting Called to Order

The Vice Chairman called the meeting to order at approximately 12:45 p.m.

B. Approval of Minutes of the NFTA Regular Board Meeting held on September 24, 2015

It was moved by Commissioner Demakos, seconded by Commissioner Baynes that the Minutes of the September 24, 2015 Regular Meeting of the Niagara Frontier Transportation Authority and Niagara Frontier Transit Metro System, Inc., be accepted and approved.

**AYES: SLOMA, DEMAKOS, DURAND, ANSARI, BAYNES,
PERRY**

NOES: NONE

C. Executive Director Report

Executive Director Kimberley Minkel recognized operator Edwin Jones for his exemplary service which includes being a member of the Safety Committee, driving the shuttle bus for Governor Cuomo's visit and his participation in a recent bus rodeo held in Rochester, New York. Operator Jones received an award for excelling in three events at the bus rodeo. She also invited the Board to attend the 18th, and possible last, Honor Flight at BNIA for retired World War II veterans.

She informed the Board that staff is working on the next fiscal year budget which will be presented at the November meeting for discussion. She advised the Board to review the budget carefully prior to presentation for approval at the December Board meeting.

- 2. NFTA CORPORATE REPORT**
 - A. Audit and Governance Committee Report
 - B. Consolidated Financial
 - C. Corporate Resolutions

SEPTEMBER 2015 NFTA/METRO PERFORMANCE
(\$000's)

	BUDGET	ACTUAL	VARIANCE
NET SURPLUS/(DEFICIT)	1,526	1,824	298
Revenues and Operating Assistance			(50)
Expenses			256
Non-Operating/Capital			93
			298
OPER REVENUES & ASST	18,076	18,026	(50)
Metro Passenger Fares			(105)
Metro Other Operating Revenues - advertising income above minimum annual guarantee			113
BNIA Concessions/Commissions - decreased parking lot/ramp revenue			(89)
Property Development Rental Income - increased rents from our 247 Cayuga and Terminal A properties			46
Erie County Sales Tax			(106)
Mortgage Tax			125
Federal - PM - reprogramming of federal funds			(51)
All Other			16
			(50)
TOTAL OPER EXPENSES	15,277	15,021	(256)
Personnel Services			
Metro - higher than anticipated vacancies			(243)
BNIA - higher than anticipated vacancies and decreased overtime			(38)
Central Admin - vacancies in Executive, Public Affairs and Metro support branches and lower police overtime			(67)
All Other			(3)
			(352)
Maintenance & Repairs			
Metro - higher revenue vehicle maintenance and facility costs			52
Transportation Centers - increased facility maintenance expenses and material/supply costs			86
BNIA - lower automotive expenses, partially offset by higher environmental costs			(40)
NFIA - increased facility maintenance costs and automotive expenses			43
Central Admin - timing of MIS software and maintenance agreements			32
All Other			10
			183
Insurance & Injuries			
Metro - lower insurance premiums and reserve appropriations			(29)
All Other			(9)
			(38)
General Business/Other			
Metro - lower support labor, advertising and general office expenses, partially offset by Normal Communications bad debt expense			(48)
BNIA - decreased parking management costs, training and general office expenses			(42)
NFIA - higher parking management costs			27
			(63)
All Other			14
			(256)
NON-OPERATING/CAPITAL	(1,274)	(1,181)	93
Capital			
Property Development			43
Central Admin			(86)
All Other			2
			(41)
Non-Operating			
BNIA Operating Expense Reserve			26
BNIA - Debt Service Entitlement Applied			111
All Other			(3)
			134
			93

NFTA/METRO
KEY ITEM REPORT
SEPTEMBER 2015

(\$000 Omitted)

<u>MONTH ACTUAL TO BUDGET</u>	Sep 2015	Sep 2015	<u>Variance</u>	<u>%</u>
	<u>Budget</u>	<u>Actual</u>		
Operating Revenues	8,793	8,795	2	0.0%
Operating Assistance	9,284	9,232	(52)	-0.6%
Total Oper. Revenues & Assistance	18,076	18,026	(50)	-0.3%
Personnel Services	11,637	11,285	(352)	-3.0%
Maintenance & Repairs	1,420	1,602	183	12.9%
Transit Fuel/Power	583	568	(15)	-2.6%
Utilities	356	335	(21)	-5.9%
Insurance & Injuries	363	326	(38)	-10.4%
Safety & Security	983	976	(7)	-0.7%
General Business/Other	2,053	1,989	(63)	-3.1%
Other	(2,118)	(2,060)	58	2.7%
Total Operating Expenses	15,277	15,021	(256)	-1.7%
Operating Income/(Loss)	2,799	3,005	206	7.3%
Non-Operating/Capital	(1,274)	(1,181)	93	7.3%
Net Surplus/(Deficit)	1,526	1,824	298	19.5%

NFTA/METRO YEAR TO DATE SEPTEMBER 2015 PERFORMANCE
(\$000's)

	BUDGET	ACTUAL	VARIANCE
NET SURPLUS/(DEFICIT)	10,278	11,865	1,587
Revenues and Operating Assistance			46
Expenses			1,712
Non-Operating/Capital			(171)
			1,587
OPER REVENUES & ASST	108,390	108,436	46
Metro Other Operating Revenues - advertising income above minimum annual guarantee			142
Transportation Centers Rental Income - holdover rents from our MTC tenants			159
BNIA Airport Fees & Services - decreased compensatory billings based on lower expenses			(80)
BNIA Concessions/Commissions - decreased parking lot/ramp and auto rental revenue, partially offset by higher retail stores and other miscellaneous concession revenues			(463)
BNIA Resales & Rebillings - decreased electric and fuel farm service billings			(78)
Property Development Rental Income - increased rents from our 247 Cayuga, 485 Cayuga and Terminal A properties			230
Erie County Sales Tax			(377)
Mortgage Tax			631
Federal - PM - reprogramming of federal funds			(101)
All Other			(16)
			46
TOTAL OPERATING EXPENSES	90,950	89,238	(1,712)
Personnel Services			
Metro - higher than anticipated vacancies and lower instruction labor, partially offset by higher overtime			(624)
BNIA - higher than anticipated vacancies and decreased overtime			(142)
NFIA - increased overtime and timing in payment of stipend			30
Central Admin - vacancies in Executive, General Counsel, Public Affairs and Metro support branches and lower police overtime			(475)
All Other			(11)
			(1,222)
Maintenance & Repairs			
Metro - higher revenue vehicle maintenance costs, partially offset by lower facility and environmental expenses			282
Transportation Centers - increased facility maintenance costs and materials/supplies expense at MTC			107
BNIA - decreased facility maintenance costs, major facility repairs, automotive and and environmental expenses			(233)
NFIA - increased facility maintenance costs			65
Central Admin - timing of MIS software and maintenance agreements			70
All Other			20
			312
Metro Transit Fuel/Power - lower diesel, gasoline and rail traction costs			(153)
Utilities			
Metro - lower electric billings, partially offset by higher water billings			(57)
Transportation Centers - lower electric and gas billings at MTC			(41)
BNIA - lower electric, water and telephone billings			(166)
Property Development - lower electric billings at 485 Cayuga			(26)
All Other			(15)
			(305)
Insurance & Injuries			
Metro - lower insurance premiums and reserve appropriations			(376)
BNIA - decreased insurance premiums and claim losses			(20)
All Other			(13)
			(409)
All Other			66
			(1,712)
NON-OPERATING/CAPITAL	(7,162)	(7,333)	(171)
Capital			
Metro			(116)
BNIA			(25)
NFIA			(27)
Property Development			(188)
Central Admin			(134)
All Other			1
			(491)
Non-Operating			
BNIA Net Bond Debt Service			(32)
BNIA Operating Expense Reserve			129
BNIA - Debt Service Entitlement Applied			221
All Other			2
			320
			(171)

NFTA/METRO
KEY ITEM REPORT
SEPTEMBER YTD 2015

(\$000 Omitted)

	Sep 2015	Sep 2015		
<u>YTD ACTUAL TO BUDGET</u>	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>Variance</u>	<u>%</u>
Operating Revenues	52,482	52,440	(42)	-0.1%
Operating Assistance	55,908	55,996	88	0.2%
Total Oper. Revenues & Assistance	108,390	108,436	46	0.0%
Personnel Services	69,478	68,255	(1,222)	-1.8%
Maintenance & Repairs	8,405	8,716	312	3.7%
Transit Fuel/Power	3,507	3,354	(153)	-4.4%
Utilities	2,384	2,079	(305)	-12.8%
Insurance & Injuries	2,180	1,771	(409)	-18.8%
Safety & Security	5,931	5,892	(39)	-0.7%
General Business/Other	11,814	11,471	(343)	-2.9%
Other	(12,749)	(12,301)	448	3.5%
Total Operating Expenses	90,950	89,238	(1,712)	-1.9%
Operating Income/(Loss)	17,440	19,199	1,758	10.1%
Non-Operating/Capital	(7,162)	(7,333)	(171)	-2.4%
Net Surplus/(Deficit)	10,278	11,865	1,587	15.4%

NFTA/METRO
BUSINESS CENTERS
NET SURPLUS/(DEFICIT)
SEPTEMBER YTD 2015

(\$000 Omitted)

	Sep 2015	Sep 2015		
	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>Variance</u>	<u>%</u>
NFTA				
BNIA	6,359	6,751	392	6.2%
NFIA	(277)	(419)	(142)	-51.3%
Transportation Centers	(565)	(608)	(43)	-7.7%
Property Development	58	143	85	147.0%
NFTA Total	5,576	5,867	292	5.2%
 Metro	 4,703	 5,998	 1,295	 27.5%
NFTA/Metro	10,278	11,865	1,587	15.4%

SEPTEMBER NFTA/METRO PERFORMANCE
 FYE 2016 vs. FYE 2015
 (\$000's)

	Sep 2014 Actual	Sep 2015 Actual	VARIANCE
NET SURPLUS/(DEFICIT)	278	1,824	1,546
Revenues and Operating Assistance			14
Expenses			232
Non-Operating/Capital			1,300
			<u>1,546</u>
OPER REVENUES & ASST	18,013	18,026	14
Metro Passenger Fares			(131)
Metro Other Operating Revenues - advertising income above minimum annual guarantee in FYE16			111
BNIA Airport Fees & Services - higher general aviation and air cargo fees			82
BNIA Rental Income - increased compensatory airline billings due to lower PFC credit and higher overnight gate parking fees			191
BNIA Concessions/Commissions - decreased parking lot/ramp revenue			(92)
Boat Harbor Fees - NFTA no longer operates this property			(243)
Boat Harbor Retail Sales - gasoline sales discontinued as NFTA no longer operates this property			(76)
Local - 88c Funds			(228)
State - MTOAF			(176)
State - Additional General Fund			391
State - Capital Spending			324
Federal - PM - reprogramming of federal funds			(132)
All Other			(8)
			<u>14</u>
TOTAL OPERATING EXPENSES	15,253	15,021	(232)
Personnel Services			
Metro - higher than anticipated vacancies in FYE16			(164)
BNIA - decreased workers' compensation and pension costs			(45)
Property Development - Boat Harbor no longer operated by NFTA			(40)
All Other			(9)
			<u>(258)</u>
Maintenance & Repairs			
Metro - higher rail escalator maintenance costs and facility expenses			108
Transportation Centers - increased facility maintenance expenses			86
BNIA - timing in annual pavement maintenance program expenses in FYE15 and lower automotive expenses, partially offset by increased environmental costs			(76)
NFIA - timing in annual pavement maintenance program expenses in FYE15, partially offs by higher facility maintenance and automotive costs			(179)
All Other			14
			<u>(47)</u>
Metro Transit Fuel/Power - lower diesel and gasoline costs			(92)
Insurance & Injuries			
NFIA - lower claim losses			(23)
All Other			(10)
			<u>(33)</u>
General Business/Other			
Metro - higher support labor, timing of software maintenance/license agreement and Normal Communications bad debt expense in FYE16			185
BNIA - increased parking management costs and advertising expenses			54
NFIA - higher parking management costs and advertising expenses			83
Property Development - no Boat Harbor temporary help costs or purchases of gasoline for sale as the property is not operated by NFTA			(84)
All Other			26
			<u>264</u>
All Other			(66)
			<u>(232)</u>
NON-OPERATING/CAPITAL	(2,481)	(1,181)	1,300
Capital			
Metro			770
Property Development			(47)
Central Admin			(100)
All Other			(6)
			<u>617</u>
Non-Operating			
Metro MRF Reserve Funding/Other			347
BNIA Net Bond Debt Service			(68)
BNIA - Debt Service Entitlement Applied			74
BNIA - Capital Funding Reallocation			105
NFIA Debt Service			165
NFIA Seneca Proceeds			83
All Other			(23)
			<u>683</u>
			<u>1,300</u>

NFTA/METRO
KEY ITEM REPORT
FYE 2016 vs. FYE 2015
SEPTEMBER

(\$000 Omitted)

<u>MONTH PRIOR YEAR COMPARISON</u>	Sep 2014	Sep 2015	<u>Variance</u>	<u>%</u>
	<u>Actual</u>	<u>Actual</u>		
Operating Revenues	8,947	8,795	(152)	-1.7%
Operating Assistance	9,066	9,232	166	1.8%
Total Oper. Revenues & Assistance	<u>18,013</u>	<u>18,026</u>	<u>14</u>	<u>0.1%</u>
Personnel Services	11,543	11,285	(258)	-2.2%
Maintenance & Repairs	1,649	1,602	(47)	-2.8%
Transit Fuel/Power	660	568	(92)	-13.9%
Utilities	347	335	(12)	-3.6%
Insurance & Injuries	359	326	(33)	-9.1%
Safety & Security	981	976	(5)	-0.5%
General Business/Other	1,726	1,989	264	15.3%
Other	(2,011)	(2,060)	(49)	-2.4%
Total Operating Expenses	<u>15,253</u>	<u>15,021</u>	<u>(232)</u>	<u>-1.5%</u>
Operating Income/(Loss)	<u>2,759</u>	<u>3,005</u>	<u>246</u>	<u>8.9%</u>
Non-Operating/Capital	<u>(2,481)</u>	<u>(1,181)</u>	<u>1,300</u>	<u>52.4%</u>
Net Surplus/(Deficit)	<u><u>278</u></u>	<u><u>1,824</u></u>	<u><u>1,546</u></u>	<u><u>556.1%</u></u>

NFTA/METRO YEAR TO DATE SEPTEMBER PERFORMANCE
FYE 2016 vs. FYE 2015
(\$000's)

	Sep 2014 YTD Actual	Sep 2015 YTD Actual	VARIANCE
NET SURPLUS/(DEFICIT)	6,974	11,865	4,891
Revenues and Operating Assistance			2,114
Expenses			847
Non-Operating/Capital			1,930
			4,891
OPER REVENUES & ASST	106,322	108,436	2,114
Metro Passenger Fares			489
Metro Other Operating Revenues - advertising income above minimum annual guarantee in FYE16			121
Transportation Centers Rental Income - holdover rents from our MTC tenants			203
BNIA Airport Fees & Services - lower compensatory billings based on decreased expenses and bond debt service costs, a capped reimbursement of NFIA's net deficit, and decreased terminal ramp fees			(284)
BNIA Rental Income - increased compensatory airline billings due to lower PFC credit and higher overnight gate parking fees			456
BNIA Concessions/Commissions - decreased parking lot/ramp and auto rental revenue, partially offset by higher retail stores and other miscellaneous concession revenues			(243)
Boat Harbor Fees - NFTA no longer operates this property			(1,138)
Boat Harbor Retail Sales - gasoline sales discontinued as NFTA no longer operates this property			(408)
Erie County Sales Tax			201
Mortgage Tax			898
Local - 88c Funds			(1,371)
State - MTOAF			(1,054)
State - Additional General Fund			2,349
State - Capital Spending			1,942
All Other			(48)
			2,114
TOTAL OPERATING EXPENSES	90,084	89,238	(847)
Maintenance & Repairs			
Metro - higher revenue vehicle maintenance costs and rail escalator maintenance expenses		460	
BNIA - timing in annual pavement maintenance program expenses in FYE15, lower facility maintenance, automotive and environmental costs		(377)	
Property Development - no further maintenance costs at Boat Harbor		(127)	
Central Admin - timing of MIS software and maintenance agreements		174	
All Other		24	155
Metro Transit Fuel/Power - lower diesel, gasoline and rail traction costs			(650)
Utilities			
Metro - decreased electric billings		(84)	
Transportation Centers - lower electric billings at MTC		(31)	
BNIA - decreased electric and gas billings		(137)	
Property Development - lower electric billings at 485 Cayuga and no further utility billings at Boat Harbor		(64)	
All Other		(16)	(331)
Insurance & Injuries			
NFIA - lower claim losses		(25)	
Property Development - no further insurance premiums at Boat Harbor		(41)	
All Other		(10)	(75)
All Other			55
			(847)
NON-OPERATING/CAPITAL	(9,263)	(7,333)	1,930
Capital			
Metro		449	
BNIA		(188)	
NFIA		(89)	
Property Development		(195)	
Central Admin		299	
All Other		(7)	269
Non-Operating			
BNIA Net Bond Debt Service		(369)	
BNIA - Capital Funding Reallocation		631	
BNIA - ADF Funding		(48)	
NFIA Debt Service		946	
NFIA Seneca Proceeds		500	
All Other		(1)	

NFTA/METRO
KEY ITEM REPORT
FYE 2016 vs. FYE 2015
SEPTEMBER YTD

(\$000 Omitted)

	Sep 2014	Sep 2015	<u>Variance</u>	<u>%</u>
	<u>Prior</u>	<u>Current</u>		
<u>YTD PRIOR YEAR COMPARISON</u>	<u>YTD Actual</u>	<u>YTD Actual</u>		
Operating Revenues	53,092	52,440	(652)	-1.2%
Operating Assistance	53,230	55,996	2,766	5.2%
Total Oper. Revenues & Assistance	106,322	108,436	2,114	2.0%
Personnel Services	68,258	68,255	(3)	0.0%
Maintenance & Repairs	8,561	8,716	155	1.8%
Transit Fuel/Power	4,005	3,354	(650)	-16.2%
Utilities	2,411	2,079	(331)	-13.7%
Insurance & Injuries	1,847	1,771	(75)	-4.1%
Safety & Security	5,941	5,892	(49)	-0.8%
General Business/Other	11,494	11,471	(23)	-0.2%
Other	(12,432)	(12,301)	131	1.1%
Total Operating Expenses	90,084	89,238	(847)	-0.9%
Operating Income/(Loss)	16,237	19,199	2,961	18.2%
Non-Operating/Capital	(9,263)	(7,333)	1,930	20.8%
Net Surplus/(Deficit)	6,974	11,865	4,891	70.1%

Corporate Resolutions

- i. Niagara Frontier Transportation Authority, Acceptance of Corporate Resolutions 2. C. (1) through 2. C. (7)
1. Authorization for NYSDOT Aviation Capital Project Agreement, Contract K, PIN 5A00.10, BNIA
2. Authorization for NYSDOT Aviation Capital Project Agreement, Contract K, PIN 5902.18, NFIA
3. Authorization for NYSDOT Mass Transportation Capital Project Agreement, Contract No. K006751, Supplemental Agreement No. 13
4. Authorization for Agreement, Auctions International, Auctioneer Services for Disposal of Surplus Equipment, NFTA
5. Authorization for Agreement, Ashland Pest Control, Inc., Pest Management Services, NFTA
6. Authorization for Agreement, Fingerlakes Technology Group, WiFi Network Equipment, Metro
7. Authorization for Agreements, Paolini Enterprises, Inc., Dreamscapes Development, Inc., Landscaping & Snowplowing Maintenance of Buffalo, LLC, Snow Removal, NFTA/Metro

CORPORATE:

2. C. (i) **Niagara Frontier Transportation Authority, Acceptance of Corporate Resolutions 2. C. (1) through 2. C. (7)**

The Executive Director advised that Items 2. C. (1) through 2. C. (7) have been discussed with the Board of Commissioners of the NFTA, and the Board is unanimously in favor of all subject Resolutions.

Whereupon, it was moved by Commissioner Durand, seconded by Commissioner Baynes, that the following Resolution be adopted:

“**RESOLVED**, that the Resolutions of the Niagara Frontier Transportation Authority, identified as numbers 2. C. (1) through 2. C. (7) and dated October 22, 2015 as set forth herein, be and hereby are accepted and approved in their entirety.”

AYES: SLOMA, DEMAKOS, DURAND, ANSARI, BAYNES, PERRY

NOES: NONE

ADOPTED

CORPORATE:

2. C. (1) **Authorization for NYSDOT Aviation Capital Project Agreement, Contract K, PIN 5A00.10, BNIA**

RECOMMENDATION: Staff recommends that the Board authorize Contract K with the New York State Department of Transportation (NYSDOT) for Project Identification Number (PIN) 5A00.10 in the amount of \$139,218.00 for the design of the Runway 14/32 Rehabilitation project at the Buffalo Niagara International Airport (BNIA).

INFORMATION: Contract K for PIN 5A00.10 provides the NYSDOT match of \$139,218.00 to the NFTA for Airport Improvement Program (AIP) Capital Project Agreement No. 3-36-0009-089-2015 with the Federal Aviation Administration (FAA). This project will design the rehabilitation of Runway 14/32 which includes design of the edge lighting along Runway 14/32, and replacement signage.

FUNDING: Funding associated with the projects and the NYS share provided by PIN 5A00.10 are as follows:

<u>PIN</u>	<u>Project</u>	<u>Total Cost</u>	<u>FAA Share</u>	<u>NYSDOT Share</u>	<u>Local Share</u>
5A00.10	Design of Runway 14/32 rehabilitation, which includes design of edge lighting along Runway 14/32 and replacement signage.	\$1,113,744	\$835,308	\$139,218	\$139,218

“RESOLVED, that the Board authorizes the New York State Department of Transportation Aviation Capital Project Agreement, Contract K, PIN 5A00.10 in the amount of \$139,218.00 for the projects described above; and

BE IT FURTHER RESOLVED, that the Executive Director, her designee and/or the Chairman be authorized to execute the New York State Department of Transportation Aviation Capital Project Agreement, Contract K, PIN 5A00.10 in the amount of \$139,218.00 for the projects described above; and

BE IT FURTHER RESOLVED, that said Agreement shall include such additional terms, conditions and safeguards to the Authority as deemed appropriate by the General Counsel.”

CORPORATE:

2. C. (2) **Authorization for NYSDOT Aviation Capital Project Agreement, Contract K, PIN 5902.18, NFIA**

RECOMMENDATION: Staff recommends that the Board authorize Contract K with the New York State Department of Transportation (NYS DOT) for Project Identification Number (PIN) 5902.18 in the amount of \$116,189.00 for the reimbursement of eligible costs for construction of the passenger terminal at the Niagara Falls International Airport (NFIA).

INFORMATION: Contract K for PIN 5902.18 provides the NYSDOT match of \$116,189.00 to the NFTA as identified in the Airport Improvement Program (AIP) Capital Project Agreement No. 3-36-0086-044-2015 with the Federal Aviation Administration (FAA). This project will reimburse eligible costs for construction of the passenger terminal at the NFIA.

FUNDING: Funding associated with the project and the NYS share provided by PIN 5902.18 are as follows:

<u>PIN</u>	<u>Project</u>	<u>Total Cost</u>	<u>FAA Share</u>	<u>NYSDOT Share</u>	<u>Local Share</u>
5902.18	Reimbursement of Eligible Costs for Construction of the Passenger Terminal at the NFIA	\$2,323,767	\$2,091,390	\$116,189	\$116,188

“RESOLVED, that the Board authorizes the New York State Department of Transportation Aviation Capital Project Agreement, Contract K, PIN 5902.18 in the amount of \$116,189.00 for the projects described above; and

BE IT FURTHER RESOLVED, that the Executive Director, her designee and/or the Chairman be authorized to execute the New York State Department of Transportation Aviation Capital Project Agreement, Contract K, PIN 5902.18 in the amount of \$116,189.00 for the projects described above; and

BE IT FURTHER RESOLVED, that said Agreement shall include such additional terms, conditions and safeguards to the Authority as deemed appropriate by the General Counsel.”

CORPORATE:

2. C. (3) **Authorization for NYSDOT Mass Transportation Capital Project Agreement, Contract No. K006751, Supplemental Agreement No. 13**

RECOMMENDATION: Staff recommends that the Board authorize the Executive Director to execute New York State Department of Transportation (NYSDOT) Mass Transportation Capital Project Agreement, Contract Number K006751, Supplemental Agreement Number 13, in the amount of \$7,168,424.

INFORMATION: The NYSDOT Mass Transportation Capital Project Agreement, identified by amended and restated Contract Number K006751, Supplemental Agreement No. 13 in the amount of \$3,101,702, and consisting of the Project Identification Numbers (the PINs) set forth in the next succeeding paragraph, provides a 10 percent New York State match of federal funds awarded in connection with the PINS. The Federal Award IDs for the PINS are (i) NY-90-X743 (Federal Fiscal Year (FFY) 2014 Section 5307 Urbanized Area Formula Program) and (ii) NY-54-0003 (FFY 2014 Section 5337 State of Good Repair Program).

Amended and restated Contract Number K006751, Supplemental Agreement No. 13 in the amount of \$3,101,702 will serve to combine for administrative purposes: (i) Contract Number K006695, Supplemental Agreement No. 10 in the amount of \$318,697 and (ii) the existing Contract Number K006751, Supplemental Agreement No. 13 in the amount of \$2,783,005, both of which were approved by the Board on March 26, 2015 and have a combined total value equal to \$3,101,702. The amendment and restatement contemplated hereby was requested by the NYSDOT for the purpose of reflecting all the PINS listed in the table below under a single contract number and a single supplement number.

In addition to the aforementioned amendment and restatement, the NYSDOT recently added two new awards to Contract K006751, Supplemental Agreement No. 13. The Federal Award IDs for the two new awards are (iii) NY-34-0013 (FFY 2014 Section 5339 Bus & Bus Facilities Program) that provides a 10 percent New York State match of federal funds awarded in connection with PIN 5823.75 and (iv) ATC-15-NFT (SFY 15-16 Accelerated Transit Capital Funds). The awards provide a total of \$4,066,722 in New York State funding in connection with the PINS. Following the Board's approval of this item, the amended and restated Contract Number K006751, Supplement Agreement No. 13, in the amount of \$7,168,424 will be the only contract and supplement in effect with respect to the PINs listed in the table below.

FUNDING: Funding from NYSDOT is outlined below.

<i>PIN</i>	<i>Project Description</i>	<i>Award ID</i>	<i>Total Amount</i>	<i>Federal Share</i>	<i>State Share</i>	<i>Local Share</i>
5823.63.001	SFY 14/15 Preventative Maintenance	NY-90-X743-00	\$22,042,443	\$17,633,954	\$2,204,245	\$2,204,244
5823.64.001	Purchase Bus Shelters & Rail Passenger Info Systems	NY-90-X743-00	\$253,000	\$202,400	\$25,300	\$25,300

CORPORATE 2. C. (3)

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5823.70.001	Preventative Maintenance – Rail SFY 14-15	NY-54-0003-00	\$3,078,163	\$2,462,530	\$307,817	\$307,816
5823.75.001	Replacement 40 ft. Buses – FY 14 Bus & Bus Facilities SFY 13/14	NY-34-0013-00	\$1,836,067	\$1,468,854	\$183,607	\$183,606
5T17.78.001	Preventative Maintenance SFY 15/16	NY-90-X743-00	\$5,643,393	\$4,514,714	\$564,340	\$564,339
5T18.21.001	Replacement 40 ft. Buses	ATC-15-NFT-00	\$3,883,115	\$0	\$3,883,115	\$0
Total			\$36,736,181	\$26,282,452	\$7,168,424	\$3,285,305

“RESOLVED, that the Board authorizes the New York State Department of Transportation Capital Project Agreement, Contract K006751, Supplemental Agreement No. 13 for the projects set forth in the chart above; and

BE IT FURTHER RESOLVED, that the Executive Director, her designee and/or the Chairman be, and hereby is, authorized to execute and deliver the New York State Department of Transportation Mass Transportation Capital Project Agreement, Contract K006751, Supplemental Agreement No. 13, as described above; and

BE IT FURTHER RESOLVED, that said Agreement shall include such additional terms, conditions and safeguards to the Authority as deemed appropriate by the General Counsel.”

CORPORATE:

2. C. (4) **Authorization for Agreement, Auctions International, Auctioneer Services for Disposal of Surplus Equipment, NFTA**

RECOMMENDATION: Staff recommends that the Board authorize an Agreement with Auctions International to perform auctioneer services for the disposal of surplus equipment, vehicles and other assets. The proposed Agreement term is for three years with two one-year renewals at the sole option of the NFTA.

INFORMATION: The NFTA and NFTA Metro has, from time to time, assets that are life expired, have no book value and for which the Authority no longer has a need. Requests for Proposals were solicited for an auction service to dispose of these assets. Two proposals were received one from Auctions International Inc. and the other from Cash Realty & Auctions, LLC. They were reviewed, based on level of services provided, compliance with NFTA specifications, experience and cost, by a team consisting of the Procurement Assistant Manager, Controller, Metro Manager of Finance, Aviation Manager of Finance, and the Capital Project Accountant. Auctions International ranked well in all selection criteria. Auctions International shall conduct on-line silent auctions on an as needed basis. The auctioneer will provide advertising, gather all pre-sale condition reports, photos, as well as manage the money exchange for each successful bid. The NFTA has the discretion to accept or deny any offer and rebid the item. The Auctioneer is responsible for payment of all advertising costs. NFTA is responsible for payment of listing fees.

Auctions International will receive a 10% buyer's premium to be paid by the purchasers of the auctioned surplus equipment. NFTA will be responsible for listing fees in the amount of \$5 each for general merchandise and \$30 for vehicles or motorized equipment. The listing fees will be deducted from auction proceeds.

FUNDING: Funding for the listing fees is included in the operating budget of the Authority.

“RESOLVED, that the Board hereby authorizes an Agreement with Auctions International for auctioneer services for the disposal of surplus equipment as described above; and

BE IT FURTHER RESOLVED, that the Executive Director, her designee and/or the Chairman, be and are hereby authorized to execute and deliver an Agreement with Auctions International as described above; and

BE IT FURTHER RESOLVED, that said Agreement shall include such additional terms, conditions and safeguards to the Authority as deemed appropriate by the General Counsel; and

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BE IT FURTHER RESOLVED, that the Chief Financial Officer, be and he is hereby authorized to make payments under said Agreement upon certification by the Chief Financial Officer, that such payments are in order based upon receipt of all required supporting documentation.”

RFP NO. 4473

AUCTIONEER SERVICES

RFP DOCUMENTS REQUIRED (Completed by Procurement)	CASH REALTY & AUCTIONS, LLC Tonawanda, NY	AUCTIONS INTERNATIONAL, INC. East Aurora, NY
Cover Letter	X	X
Description of services	X	X
Firm, Mgmt & Staff Qualifications	X	X
References	X	X
Itemized Cost Proposal	X	X
Disclosure of Prior Non-Rep Determinations	X	X
Bidder's/Proposer's Affirmation & Certification	X	X
Non-Collusive Certification	X	X
Contact Information	X	X
Proof of Insurance	X	X
MWBE Forms	X	X
Acknowledgement of Addenda	X	X
SELECTION CRITERIA (Completed by Team)	Rate on a score of 1 - 10 with 10 being the highest	
Cost - Fee Schedule 50%	10.00	9.00
Technical - Compliance with Specifications, Project Approach, Method and Design 30%	6.00	9.00
Qualifications and Experience - Demonstrated ability in the industry, Past Experience, Depth of Knowledge of Key Personnel in Critical Areas, References - 20%	4.00	9.00
TOTAL	7.60	9.00
FEE SCHEDULE		
YEAR 1		
Buyers Premium Rate	10%	10%
General Merchandise Check-in Fee (per lot, for all items but motor vehicles or equipment asset)	\$0.00	\$5.00
Vehicle Check-In Fee (per each)	\$0.00	\$30.00
YEAR 2		
Buyers Premium Rate	10%	10%
General Merchandise Check-in Fee (per lot, for all items but motor vehicles or equipment asset)	\$0.00	\$5.00
Vehicle Check-In Fee (per each)	\$0.00	\$30.00
YEAR 3		
Buyers Premium Rate	10%	10%
General Merchandise Check-in Fee (per lot, for all items but motor vehicles or equipment asset)	\$0.00	\$5.00
Vehicle Check-In Fee (per each)	\$0.00	\$30.00
YEAR 4		
Buyers Premium Rate	10%	10%

**RFP NO. 4473
AUCTIONEER SERVICES**

General Merchandise Check-in Fee (per lot, for all items but motor vehicles or equipment asset)	\$0.00	\$5.00
Vehicle Check-In Fee (per each)	\$0.00	\$30.00
YEAR 5		
Buyers Premium Rate	10%	10%
General Merchandise Check-in Fee (per lot, for all items but motor vehicles or equipment asset)	\$0.00	\$5.00
Vehicle Check-In Fee (per each)	\$0.00	\$30.00

CORPORATE:

2. C. (5) **Authorization for Agreement, Ashland Pest Control, Inc., Pest Management Services, NFTA**

RECOMMENDATION: Staff recommends that the Board approve Ashland Pest Control, Inc. of Buffalo for the provision of Pest Management Services at all NFTA and Metro locations. The term of the contract will be for three years with the option to renew for four additional one-year terms, to be exercised at the discretion of the NFTA. The total costs for routine maintenance and total estimated costs for supplemental services for year one is \$28,611.60; second year \$29,038.67; third year \$29,474.15. Option year four is estimated at \$29,916.14; year five \$30,364.72; year six \$30,820.00; year seven \$31,282.08. The estimated total cost for all seven years is \$209,507.36.

INFORMATION: RFP 4495 was issued in accordance with NFTA Procurement Guidelines. Four responsive proposals were received. The proposals were evaluated based on compliance with technical specifications, cost, and qualifications and experience. The review team was comprised of the NFTA Procurement Department, Facilities and Properties Department, NFTA Metro Bus Garage Department, NFTA/Metro Rail Operations and AARF Department. It determined that the proposal from Ashland Pest Control, Inc. complied with all requirements of the RFP. The costs were determined to be fair and reasonable based on past purchases. Refer to the attached spreadsheet for more details.

FUNDING: Funding is included in the operating budgets of NFTA and Metro.

“RESOLVED, that the Board hereby authorizes an Agreement with Ashland Pest Control, Inc. for pest management services as described above; and

BE IT FURTHER RESOLVED, that the Executive Director, her designee and/or the Chairman, be and are hereby authorized to execute and deliver an Agreement with Ashland Pest Control, Inc. as described above; and

BE IT FURTHER RESOLVED, that said Agreement shall include such additional terms, conditions and safeguards to the Authority as deemed appropriate by the General Counsel; and

BE IT FURTHER RESOLVED, that the Chief Financial Officer, be and he is hereby authorized to make payments under said Agreement upon certification by the Chief Financial Officer, that such payments are in order based upon receipt of all required supporting documentation.”

**RFP 4495 EVALUATION FORM
PEST MANAGEMENT SERVICES**

SELECTION CRITERIA (Completed by Team)	ASHLAND PEST CONTROL, INC. Buffalo, NY	J.C. EHRlich CO., INC. (D.B.A. Buffalo Exterminating) Orchard Park, NY	GOOD RIDDANCE PEST CONTROL, LLC. Elma, NY	PESTECH EXTERMINATING, INC. Liberty, NY
Rate on a score of 1 - 10 with 10 being the highest				
Technical Criteria - Project Approach and Method, Compliance with Technical Specifications 40%	9.00	9.00	7.00	4.00
Cost 40%	7.72	7.16	5.47	10.00
Qualifications & Experience - Demonstrated Ability in the Industry, Resumes, References, Past Performance, Depth of Knowledge of Key Personnel in Critical Areas 20%	8.00	9.00	6.00	6.00
TOTAL	8.29	8.26	6.19	6.80
COSTS				
ROUTINE MAINTENANCE COSTS				
Year 1	\$28,471.60	\$31,627.00	\$38,558.00	\$21,490.00
Year 2	\$28,898.67	\$31,627.00	\$39,714.74	\$21,919.80
Year 3	\$29,332.15	\$31,627.00	\$40,906.18	\$22,358.20
Year 4	\$29,772.14	\$31,943.00	\$42,133.36	\$22,805.36
Year 5	\$30,218.72	\$32,263.00	\$43,397.36	\$23,261.47
Year 6	\$30,672.00	\$32,585.00	\$44,299.28	\$23,726.70
Year 7	\$31,132.08	\$32,912.00	\$45,640.25	\$24,201.23
TOTAL	\$208,497.36	\$224,584.00	\$294,649.17	\$159,762.76
ESTIMATED SUPPLEMENTAL SERVICES COSTS				
Year 1	\$140.00	\$190.00	\$130.00	\$250.00
Year 2	\$140.00	\$190.00	\$130.00	\$250.00
Year 3	\$142.00	\$190.00	\$135.00	\$270.00
Year 4	\$144.00	\$190.00	\$135.00	\$270.00
Year 5	\$146.00	\$190.00	\$140.00	\$270.00
Year 6	\$148.00	\$190.00	\$140.00	\$290.00
Year 7	\$150.00	\$190.00	\$145.00	\$290.00
TOTAL	\$1,010.00	\$1,330.00	\$955.00	\$1,890.00
<i>(For evaluation purposes only, the Estimated Supplemental Services Cost is based on 1 hour of work per year for Pests, Wildlife and Birds not covered under the general contract and for locations not included under the general contract.)</i>				
GRAND TOTAL	\$209,507.36	\$225,914.00	\$295,604.17	\$161,652.76

CORPORATE:

2. C. (6) **Authorization for Agreement, Fingerlakes Technology Group, WiFi Network Equipment, Metro**

RECOMMENDATION: Staff recommends that the Board authorize an Agreement to Finger Lakes Technology Group for the lump sum amount of \$109,462.65, for the acquisition, installation and implementation of the required data network backbone equipment to support NFTA Bus WiFi Router project at the Frontier Garage.

INFORMATION: This project provides the necessary network access points, wireless controllers and management equipment to enable the communication with NFTA buses and provide the data transfers supporting current and planned approved projects such as the new Fare Collection System and Bus WiFi Routers. This work will need to be completed at all NFTA garages, but this project is specifically to accomplish the work at Frontier garage only.

Fingerlakes Technology Group is an NFTA term consultant for the technology services and is an authorized vendor under the New York State Contract for the equipment herein procured.

FUNDING: Funding is provided in Metro's capital budget.

“RESOLVED, that the Board hereby authorizes an Agreement with Fingerlakes Technology Group for the acquisition, installation and implementation of the required network backbone equipment to support the NFTA Bus WiFi Routers at the Frontier garage for a lump sum of \$109,462.65 as described hereinabove; and

BE IT FURTHER RESOLVED, that the Executive Director, her designee and/or the Chairman, be and are hereby authorized to execute an Agreement with Fingerlakes Technology Group for the total amount of \$109,462.65 as described hereinabove; and

BE IT FURTHER RESOLVED, that said Agreement shall include such additional terms, conditions and safeguards to the Authority as deemed appropriate by the General Counsel; and

BE IT FURTHER RESOLVED, that the Chief Financial Officer, be and he is hereby authorized to make payments under said Agreement upon certification by the Chief Information Officer, that such payments are in order based upon receipt of all required supporting documentation.”

CORPORATE:

2. C. (7) **Authorization for Agreements, Paolini Enterprises, Inc., Dreamscapes Development, Inc., Landscaping & Snowplowing Maintenance of Buffalo, LLC, Snow Removal, NFTA/Metro**

RECOMMENDATION: Staff recommends that the Board authorize agreements with Dreamscapes Development, Inc. of Cheektowaga, NY; Paolini Enterprises, Inc. of North Tonawanda, NY; and Landscaping & Snowplowing Maintenance of Buffalo, LLC. of Cheektowaga, NY for the provision of snowplowing and snow removal services at the NFTA and Metro locations listed below. The term of each contract will be for three (3) years with the option to renew for two additional one-year periods, to be exercised at the discretion of the NFTA. The total costs for each contract for the five-year period is \$300,650.00 for the agreement with Dreamscapes Development, Inc.; \$58,000 for the agreement with Paolini Enterprises, Inc.; and approximately \$50,000 for the agreement with Landscaping & Snowplowing Maintenance of Buffalo, LLC.

INFORMATION: NFTA and Metro requires snowplowing and snow removal services for the following properties.

CAYUGA ROAD /AERO DRIVE PROPERTIES:

- 485 Cayuga Road Parking Lots
- 247 Cayuga Road Parking Lots
- 587 Aero Drive
- BNIA Transit Police – 175 Aero Drive
- Facilities Maintenance Department (FMD)- 199 Aero Drive

ATHOL SPRINGS PARK & RIDE LOT

NIAGARA FALLS PROPERTIES:

- 1120 Portage Road, Niagara Falls
- 2250 Factory Outlet Blvd., Niagara Falls

NFT METRO BUS FACILITIES:

- ColdSpring Shop Facility – 78 East Ferry Street
- ColdSpring Bus Garage Facility – 1581 Michigan Avenue
- Frontier Bus Garage Facility – 1000 Military Road
- Babcock Bus Garage Facility – 721 New Babcock Street

RFP 4510 was issued in accordance with NFTA Procurement Guidelines. Contractors were invited to propose on some or all of the properties listed. Services for Metro Bus Garages are required on an as needed basis only and are priced per single event. All other properties require regular service depending on snow levels or when requested.

Three responsive proposals were received. The proposals were evaluated based on qualifications and experience, compliance with technical specifications, and cost. The review team consisting of

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representatives of NFTA Procurement, Facilities Maintenance, Property, and Metro Bus Garages determined that Dreamscapes Development, Inc. was the highest rated for the Cayuga Road/Aero Drive and Athol Springs properties; Paolini Enterprises, Inc. was the highest rated for the Niagara Falls properties; Landscaping & Snowplowing Maintenance of Buffalo, LLC was the highest rated for the Metro Bus Facilities. Costs were determined to be fair and reasonable based on past purchases. Refer to the attached spreadsheets for details.

FUNDING: Funding is included in the operating budgets of NFTA and Metro, as applicable.

“RESOLVED, that the Board hereby authorizes Agreements with Paolini Enterprises, Inc., Dreamscapes Development, Inc. and Landscaping & Snowplowing Maintenance of Buffalo, LLC for snow removal as described hereinabove; and

BE IT FURTHER RESOLVED, that the Executive Director, her designee and/or the Chairman, be and hereby are authorized to execute Agreements with Paolini Enterprises, Inc., Dreamscapes Development, Inc. and Landscaping & Snowplowing Maintenance of Buffalo, LLC as described above; and

BE IT FURTHER RESOLVED, that the said Agreements and any renewal Agreements shall include such terms, conditions and safeguards to the Authority as deemed appropriate by the General Counsel; and

BE IT FURTHER RESOLVED, that the Chief Financial Officer, be and he is hereby authorized to make payments under said Agreements upon certification by the Chief Financial Officer, that such payments are in order based upon receipt of all required supporting documentation.”

RFP 4510 EVALUATION FORM FOR SNOWPLOWING AND REMOVAL SERVICES
FOR NFTA /METRO PROPERTIES

NFTA PROPERTIES

	485 CAYUGA ROAD		247 CAYUGA ROAD		587 AERO DRIVE		175 AERO DRIVE	
	DREAMSCAPES DEVELOPMENT, INC. Cheektowaga, NY	LANDSCAPING & SNOWPLOWING MAINTENANCE OF BUFFALO, LLC. Cheektowaga, NY	DREAMSCAPES DEVELOPMENT, INC. Cheektowaga, NY	LANDSCAPING & SNOWPLOWING MAINTENANCE OF BUFFALO, LLC. Cheektowaga, NY	DREAMSCAPES DEVELOPMENT, INC. Cheektowaga, NY	LANDSCAPING & SNOWPLOWING MAINTENANCE OF BUFFALO, LLC. Cheektowaga, NY	DREAMSCAPES DEVELOPMENT, INC. Cheektowaga, NY	LANDSCAPING & SNOWPLOWING MAINTENANCE OF BUFFALO, LLC. Cheektowaga, NY
SELECTION CRITERIA								
(Completed by Team - Rate on a score of 1 - 10, with 10 being the highest)								
Qualifications & Experience 40% - Demonstrated ability in the industry, References, Past performance, Depth of knowledge of key personnel in critical areas, Organization of the team and management procedures.	9.00	7.00	9.00	7.00	9.00	7.00	9.00	7.00
Technical Criteria 30% - Project approach, Methods, Compliance with technical specifications.	9.00	7.00	9.00	7.00	9.00	7.00	9.00	7.00
Cost 30%	10.00	6.54	10.00	5.64	10.00	6.27	7.51	10.00
TOTAL	9.30	6.86	9.30	6.59	9.30	4.68	8.55	7.90
COST								
YEAR 1	\$27,500.00	\$42,000.00	\$10,500.00	\$18,600.00	\$2,600.00	\$4,200.00	\$6,000.00	\$4,500.00
YEAR 2	\$27,500.00	\$42,840.00	\$10,500.00	\$18,972.00	\$2,600.00	\$4,284.00	\$6,000.00	\$4,590.00
YEAR 3	\$28,300.00	\$43,696.00	\$10,800.00	\$19,730.00	\$2,700.00	\$4,370.00	\$6,200.00	\$4,682.00
YEAR 4	\$29,000.00	\$44,569.00	\$11,400.00	\$20,125.00	\$2,800.00	\$4,457.00	\$6,350.00	\$4,775.00
YEAR 5	\$30,600.00	\$45,460.00	\$12,000.00	\$20,527.00	\$3,000.00	\$4,546.00	\$6,650.00	\$4,870.00
TOTAL	\$142,900.00	\$218,565.00	\$55,200.00	\$97,954.00	\$13,700.00	\$21,857.00	\$31,200.00	\$23,417.00

RFP 4510 EVALUATION FORM FOR SNOWPLOWING AND REMOVAL SERVICES
FOR NFTA /METRO PROPERTIES

NFTA PROPERTIES	FMD - 199 AERO DRIVE		ATHOL SPRINGS PARK & RIDE LOT		NFTC - 2250 FACTORY OUTLET BLVD.		NFT - 1124 PORTAGE ROAD	
	DREAMSCAPES DEVELOPMENT, INC. Cheektowaga, NY	LANDSCAPING & SNOWPLOWING MAINTENANCE OF BUFFALO, LLC. Cheektowaga, NY	DREAMSCAPES DEVELOPMENT, INC. Cheektowaga, NY		DREAMSCAPES DEVELOPMENT, INC. Cheektowaga, NY	PAOLINI ENTERPRISES, INC. N. Tonawanda, NY	DREAMSCAPES DEVELOPMENT, INC. Cheektowaga, NY	PAOLINI ENTERPRISES, INC. N. Tonawanda, NY
SELECTION CRITERIA								
(Completed by Team - Rate on a score of 1 - 10, with 10 being the highest)								
Qualifications & Experience 40% - Demonstrated ability in the industry, References, Past performance, Depth of knowledge of key personnel in critical areas, Organization of the team and management procedures.	9.00	7.00	9.00		9.00	8.00	9.00	8.00
Technical Criteria 30% - Project approach, Methods, Compliance with technical specifications.	9.00	7.00	9.00		9.00	8.00	9.00	8.00
Cost 30%	10.00	2.88	10.00		5.81	10.00	6.72	10.00
TOTAL	9.30	5.76	9.30		8.04	8.60	8.32	8.60
COST								
YEAR 1	\$3,500.00	\$12,500.00	\$7,600.00		\$9,550.00	\$5,800.00	\$8,300.00	\$5,800.00
YEAR 2	\$3,500.00	\$12,750.00	\$7,600.00		\$9,550.00	\$5,800.00	\$8,300.00	\$5,800.00
YEAR 3	\$3,600.00	\$13,005.00	\$7,800.00		\$9,800.00	\$5,800.00	\$8,500.00	\$5,800.00
YEAR 4	\$3,700.00	\$13,265.00	\$8,000.00		\$10,200.00	\$5,800.00	\$8,800.00	\$5,800.00
YEAR 5	\$3,900.00	\$13,530.00	\$8,450.00		\$10,800.00	\$5,800.00	\$9,250.00	\$5,800.00
TOTAL	\$18,200.00	\$65,050.00	\$39,450.00		\$49,900.00	\$29,000.00	\$43,150.00	\$29,000.00

RFP 4510 EVALUATION FORM FOR SNOWPLOWING AND REMOVAL SERVICES
FOR NFTA /METRO PROPERTIES

METRO BUS FACILITIES		LANDSCAPING & SNOWPLOWING MAINTENANCE OF BUFFALO, LLC. Cheektowaga, NY					
SELECTION CRITERIA		YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	TOTAL AMOUNT
(Completed by Team - Rate on a score of 1 - 10, with 10 being the highest)							
Qualifications & Experience 40% - Demonstrated ability in the industry, References, Past performance, Depth of knowledge of key personnel in critical areas, Organization of the team and management procedures.	7.00						
Technical Criteria 30% - Project approach, Methods, Compliance with technical specifications.	7.00						
Cost 30%	10.00						
TOTAL	7.90						
ESTIMATED COST *							
ColdSpring Shop		\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$12,500.00
ColdSpring Bus Garage		\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$12,500.00
Frontier Garage		\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$12,500.00
Babcock Garage		\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$12,500.00
TOTAL		\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$50,000.00

*Note: The estimated cost is based on a per event charge as service is needed.

3. AVIATION BUSINESS GROUP REPORT

- A. Aviation Committee Report
- B. Financial Update
- C. Business Update
- D. Resolutions

Aviation Resolutions

- i. Niagara Frontier Transportation Authority, Acceptance of Aviation Resolutions 3. D. (1) through 3. D. (5)
- 1. Amendment to Ground Transportation Rules and Regulations, BNIA
- 2. Authorization for Agreement, Arconas Corporation, Air Terminal Hold Room Seating, BNIA
- 3. Authorization for Procurement, Gernatt Asphalt Products, Inc., Special Grade Runway Sand, BNIA and NFIA
- 4. Acquisition of Real Property, Young Street/Packard Road Vacant Land in the Town of Niagara, NFIA
- 5. Authorization for Procurement, W.B. Mason Co., Inc. and Regional Distributor, Restroom Paper Products, BNIA

AVIATION:

3. D. (i) **Niagara Frontier Transportation Authority, Acceptance of Aviation Resolutions 3. D. (1) through 3. D. (5)**

The Executive Director advised that Items 3. D. (1) through 3. D. (5) have been discussed with the Board of Commissioners of the NFTA, and the Board is unanimously in favor of all subject Resolutions.

Whereupon, it was moved by Commissioner Demakos, seconded by Commissioner Durand, that the following Resolution be adopted:

“**RESOLVED**, that the Resolutions of the Niagara Frontier Transportation Authority, identified as numbers 3. D. (1) through 3. D. (5) and dated October 22, 2015 as set forth herein, be and hereby are accepted and approved in their entirety.”

AYES: SLOMA, DEMAKOS, DURAND, ANSARI, *BAYNES, PERRY

ABSTENTION: BAYNES [Item 3. D. (3) Only]

NOES: NONE

ADOPTED

AVIATION:

3. D. (1) **Amendment to Ground Transportation Rules and Regulations, BNIA**

RECOMMENDATION: Staff recommends the Board adopt the attached Amendments to Part 1160 of Title 21 of the Official Compilation of Codes, Rules, and Regulations of the State of New York.

INFORMATION: Part 1160 of Title 21 of the Official Compilation of Codes, Rules, and Regulations of the State of New York Regulates commercial ground transportation at the Buffalo Niagara International Airport (Rules and Regulations). The Rules and Regulations were enacted in 1994 and the official name of the airport at that time was Greater Buffalo International Airport. Subsequent to the enactment of the Rules and Regulations the official name of the airport was changed, upon the opening of the new terminal, to Buffalo Niagara International Airport. The Rules and Regulations need to be updated to reflect the existing name of the airport and Manager. The attached amendments are considered a consensus rule under the State Administrative Procedure Act (SAPA). A Notice of Proposed Rule Making was published in the State Register on August 5, 2015 and no public comments were received. SAPA requires a formal adoption of the amendments and publication of a Notice of Adoption in the State Register.

FUNDING: No funding is necessary.

“RESOLVED, that the Board hereby authorizes the Amendments to Part 1160 of Title 21 of the Official Compilation of Codes, Rules and Regulations of the State of New York as described above, and authorizes staff to undertake promulgation of the amendment in accordance with the agency rulemaking procedures set forth in the state administrative rulemaking procedures act.”

The Title of Part 1160 is amended to read as follows:

Commercial Ground Transportation Rules and Regulations for the Landside Terminal Operations at the [Greater Buffalo Niagara International Airport] Buffalo Niagara International Airport.

The objective of these rules and regulations governing commercial ground transportation at [Greater Buffalo International Airport (GBIA)] Buffalo Niagara International Airport is to promote high quality and reasonably priced ground transportation services consistent with the public safety and convenience, to insure the efficient movement of passengers to and from the airport terminal, to foster competition among providers of ground transportation services, and to develop revenues for support of the airport system.

Section 1160.2(b), (c), (w) and (x) are amended to read as follows:

(b) Airport. [Greater Buffalo Niagara International Airport] Buffalo Niagara International Airport.

(c) Airport Manager. The [manager] Director of Aviation of the [Greater Buffalo International] Airport.

(w) Properties superintendent. An NFTA employee responsible for administration of [the NFTA/GBIA] commercial ground transportation at the Airport.

(x) Rules and Regulations. These commercial ground transportation rules and regulations for landside terminal operations at the [Greater Buffalo International Airport,] Airport, and any other NFTA rules and regulations found in this Chapter.

Section 1160.21 is amended to delete the last paragraph of 1160.21 which paragraph starts with the words:

“Please note”.

AVIATION:

3. D. (2) **Authorization for Agreement, Arconas Corporation, Air Terminal Hold Room Seating, BNIA**

RECOMMENDATION: Staff recommends that the Board authorize an Agreement for the complete replacement of hold room seating at the Buffalo Niagara International Airport (BNIA) terminal building at a cost not-to-exceed \$1,300,000 from Arconas Corporation, Mississauga, Ontario (Canada) pending final product design and configuration.

INFORMATION: The existing BNIA hold room seating was purchased approximately 18 years ago. Replacement parts are available on a limited basis from an overseas vendor with lengthy delivery turnaround time. There are several hold rooms which do not have adequate seating capacity for flight needs. The current seating has serviced approximately 42 million departing passengers since its original purchase and has exceeded its useful life with numerous worn/torn coverings.

In accordance with NFTA procurement guidelines, Staff issued RFP #4499 for replacement seating which will improve our service to patrons in each hold room as follows:

- two 4-seat benches with electric power will be provided to accommodate cell phone and laptop power needs,
- cup holders will be provided at the ends of each bench, and
- an ADA bench will be furnished.

An evaluation team consisting of members from BNIA Administration and the NFTA Procurement Department evaluated 4 proponent responses for RFP #4499 taking into account:

- Qualifications and experience including references and warranties,
- Technical criteria including project approach and compliance with our requirements, and
- Cost.

The evaluation team is recommending Arconas Corporation at a cost not-to-exceed \$1,300,000 pending final product design and configuration. Arconas' is a unique company who specializes in airport seating. Arconas has been approved by the New York State Office of General Services (NYSOGS) to provide this product and is offering the product to the NFTA at a cost which is lower than the NYSOGS award. Other specific factors which the Evaluation Team ranked higher included:

- Highest rated design/styles with most options available,
- Power seating had efficient and safe electric outlet placement locations,
- Layout configuration is more efficient allowing higher seating capacity,

**Regular Meeting
October 22, 2015**

- Most airport experience including Dallas/Fort Worth, Boston, Los Angeles, San Francisco, JFK, Hong Kong, etc.) compared to others, and
- Official seating supplier for American Airlines, Southwest Airlines, and Virgin Air Lines.

The current hold room seating will be salvaged with seats in the best condition to be transferred to NFIA and the MTC bus terminal. The remaining seats will be auctioned.

FUNDING: 100% funded using FAA Special Condition #7 funds.

“RESOLVED, that the Board hereby authorizes an Agreement with Arconas Corporation for replacement hold room seating at the Buffalo Niagara International Airport at a cost not-to-exceed \$1,300,000.00 as described above; and

BE IT FURTHER RESOLVED, that the Executive Director, her designee and/or the Chairman, be and are hereby authorized to execute and deliver an Agreement with Arconas Corporation as described above; and

BE IT FURTHER RESOLVED, that said Agreements shall include such additional terms, conditions and safeguards to the Authority as deemed appropriate by the General Counsel; and

BE IT FURTHER RESOLVED, that the Chief Financial Officer, be and he is hereby authorized to make payments under said Agreement upon certification by the Director, Aviation, that such payments are in order based upon receipt of all required supporting documentation.”

	Thompson Contract, Inc Bohemia, NY	Group Four Furniture Oakville, ON	Prentice Office Buffalo, NY	Arconas Mississauga, ON	innerspace Buffalo, NY
SELECTION CRITERIA (Score on a scale of 1 - 10)					
Qualifications and Experience - demonstrated ability in the industry, references, organization, management, warranty - 40%	6.00	4.50	4.50	10.00	7.50
Technical Criteria - project approach, design proposed, methods, compliance with technical specifications - 30%	5.00	4.00	5.00	9.00	6.00
Cost - 30%	7.50	9.00	4.42	4.40	10.00
RATING	6.00	5.25	4.63	8.58	7.55
Cost Proposals					
Average Cost per Seat	\$342	\$283	\$581	\$583	\$257

AVIATION:

3. D. (3) **Authorization for Procurement, Gernatt Asphalt Products, Inc., Special Grade Runway Sand, BNIA and NFIA**

RECOMMENDATION: Staff recommends that the Board authorize the procurement of 3,000 tons and 120 tons of special grade runway sand per year for use at the Buffalo Niagara International Airport (BNIA) and at the Niagara Falls International Airport (NFIA), respectively, from Gernatt Asphalt Products, Inc., Collins New York, for a period of five (5) years commencing November 2015. The delivered price for the sand over the 5 year period will total \$429,630.00 including \$411,000.00 at BNIA and \$18,630.00 at NFIA.

INFORMATION: Airfield staff require sand to maintain runways, taxiways, ramps and roadways in a safe condition during the winter season. A special grade and continued supply of sand on site is required to ensure safe operations of aircraft using our airports. The sand must meet specifications developed by the Federal Aviation Administration (FAA) to ensure that inadvertent ingestion by aircraft with low slung, high bypass engines with close tolerances would not be damaging.

Bid No. 4514 was advertised in accordance with NFTA procurement guidelines. There was only one respondent. The Internal Audit Department reviewed the proposed cost and determined it to be fair and reasonable. Gernatt Asphalt Inc. has supplied sand to BNIA since 1999. Airfield staff has inspected the sand to ensure it meets the FAA specifications.

FUNDING: Funding is included in the BNIA and NFIA operating budgets.

“RESOLVED, that the Board hereby authorizes the procurement of special grade runway sand from Gernatt Asphalt Products to be used at the Buffalo Niagara International Airport and at the Niagara Falls International Airport as described above; and

BE IT FURTHER RESOLVED, that the Manager, Procurement, be and she is hereby authorized to issue Purchase Orders to Gernatt Asphalt Products for the procurement of special grade runway sand to be used as described hereinabove; and

BE IT FURTHER RESOLVED, that said Purchase Orders shall include such additional terms, conditions and safeguards to the Authority as deemed appropriate by the General Counsel; and

BE IT FURTHER RESOLVED, that the Chief Financial Officer, be and he is hereby authorized to make payments under said Agreement upon certification by the Director, Aviation that such payments are in order based upon receipt of all required supporting documentation.”

AVIATION:

3. D. (4) **Acquisition of Real Property, Young Street/Packard Road Vacant Land in the Town of Niagara, NFIA**

RECOMMENDATION: Staff recommends that the Board authorize the purchase of approximately 70.4 acres of vacant property which is located on the east side of Young Street, north of Porter Road and a contiguous parcel on the south side of Packard Road in the Town of Niagara (the "Property") for the price of \$1,000,000 and execution of a purchase agreement.

INFORMATION: The portion of the Property located on Young Street is owned by Hutch Enterprises, Inc., and the portion of the Property located on Packard Road is owned by John J. Hutchins. The NFTA identified that a portion of the Property is located within the RW 10L Runway Protection Zone (RPZ) at the Niagara Falls International Airport.

The NFTA as a condition of receiving Federal Grants for NFIA improvement projects provides grant assurances regarding the use, operation and maintenance of NFIA. These grant assurances require the NFTA to take appropriate action to protect instrument and visual operations, take appropriate action to clear and remove airport hazards, prevent the establishment and creation of future airport hazards and ensure compatible land. The FAA encourages airport operators to acquire property within the RPZ. The NFTA has consulted with the FAA regarding the acquisition of the Property and the FAA has confirmed that the acquisition of the Property is eligible to receive grant funding and supports the NFTA's acquisition of the Property at the stated purchase price. Acquisition of the Property would enable the NFTA to eliminate Part 77 obstructions through future tree abatement projects, prevent future hazards through uncontrolled development, ensure compatible land use and thereby ensure public and property safety.

The owner of the Property was seeking \$1.2 million dollars. Staff commissioned an appraisal of the Property. The appraiser established a market value of \$950,000 based upon the highest and best use of the Property. The Property owner did not accept the appraised value offer. The NFTA negotiated an administrative settlement with the property owner for \$1,000,000. The FAA concurs with the administrative settlement. FAA encourages airport sponsors to resolve property value disputes amicably through negotiation and generally considers an administrative settlement within ten percent of the appraised value to be reasonable. The negotiated administrative settlement is slightly more than 5% of the appraised value and justified.

The NFTA does not possess zoning powers and as such has no authority to restrict or control development around NFIA. Any new development of the Property may result in further hazards and obstructions and serve to increase the market value of the Property. The acquisition of the Property will allow the NFTA to comply with its federal grant assurances and remove the RPZ hazards and obstructions at the RW 10L and control the development of the Property.

FUNDING: Temporarily funded with Airport Development monies pending AIP Grant approval including 90% FAA, 5% NYS, and 5% PFC.

“RESOLVED, that the Board hereby authorizes the purchase of the Young Street/Packard Road vacant land in the Town of Niagara, which is located within the RW 10L Runway Protection Zone at the Niagara Falls International Airport for the reasons and costs set forth and described above; and

BE IT FURTHER RESOLVED, that the Executive Director, her designee and/or the Chairman, be and hereby are authorized to execute the necessary legal documents to effectuate the purchase of said property in the Town of Niagara as set forth and described above; and

BE IT FURTHER RESOLVED, that all such legal documents shall include such additional terms, conditions and safeguards to the Authority as deemed appropriate by the General Counsel; and

BE IT FURTHER RESOLVED, that the Chief Financial Officer, be and he is hereby authorized to make payment under said legal documents upon certification by the Director, Aviation, that such payments are in order.”

AVIATION:

3. D. (5) **Authorization for Procurement, W.B. Mason Co., Inc. and Regional Distributor, Restroom Paper Products, BNIA**

RECOMMENDATION: Staff recommends that the Board accept the lowest responsive bids for restroom paper products which meet quality standards established by BNIA staff for the passenger terminal. The bid proposal identified that acceptance of product was contingent upon successful sample testing and the price provided was based on estimated annual usage requirements. The term of the procurement is one (1) year with the option to extend for four (4) additional one-year periods at the sole discretion of the NFTA. The following suppliers and products are recommended including estimated costs over the 5-year procurement term:

W.B. Mason Co., Inc., North Tonawanda, N.Y. – lowest responsive bidder for:

- Toilet Tissue – 1,086 cases annually – \$198,973.35
- Industrial Shop Wipes – 495 cases annually - \$114,102.45
- Toilet Seat Covers – 290 cases annually - \$41,873.10

Regional Distributor, Rochester, N.Y. – lowest responsive bidder for:

- Hardwound roll towels – 1,017 cases annually - \$108,554.58

The combined estimated cost for restroom paper products over the 5-year term is \$463,503.48.

INFORMATION: In accordance with NFTA procurement guidelines, Staff issued Bid #4497 to procure various restroom paper products for use at the Buffalo Niagara International Airport terminal building. Staff is responsible for providing quality restroom facilities for approximately 4.8 million passengers who visit the terminal on an annual basis. BNIA received 12 responses to the bid request. Respondents who provided incomplete pricing, fail to provide required samples, and that were unable to fill minimum order quantities and make timely delivery were deemed non-responsive. Staff has recommended the procurement of paper products from the lowest responsive bidder while maintaining quality standards.

FUNDING: Funding is available in the BNIA operating budget.

“RESOLVED, that the Board hereby authorizes the procurement of restroom paper products used at the Buffalo Niagara International Airport from W.B. Mason Co., Inc. and Regional Distributor as described above; and

BE IT FURTHER RESOLVED, that the Manager, Procurement, be and she is hereby authorized to issue Purchase Orders to W.B. Mason Co., Inc. and Regional Distributor for the restroom paper products used at the Buffalo Niagara International Airport as described hereinabove; and

BE IT FURTHER RESOLVED, that said Purchase Orders shall include such additional terms, conditions and safeguards to the Authority as deemed appropriate by the General Counsel; and

BE IT FURTHER RESOLVED, that the Chief Financial Officer, be and he is hereby authorized to make payments under said Agreement upon certification by the Director, Aviation, that such payments are in order based upon receipt of all required supporting documentation.”

NFTA BID ANALYSIS

BID NO: 4497
BID FOR: PAPER PRODUCTS
DEPT: BNIA
BID DATE: 9/4/2015

ITEM 1 1 PLY TOILET PAPER	HILL & MARKES, INC. Amsterdam, NY				REGIONAL DISTRIBUTOR Rochester, NY				W.B. MASON North Tonawanda, NY						
	NFTA ESTIMATED SQ. IN. USAGE	COST PER SQ. IN.	ESTIMATED # OF CASES	COST PER CASE	TOTAL ANNUAL COST	SQ. IN. PER CASE	COST PER SQ. IN.	ESTIMATED # OF CASES	COST PER CASE	TOTAL ANNUAL COST	SQ. IN. PER CASE	COST PER SQ. IN.	ESTIMATED # OF CASES	COST PER CASE	TOTAL ANNUAL COST
Year 1	1,782,259,200	0.00002556	1,317	\$34.58	\$45,558.41	1,530,000	0.00002127	1,165	\$32.55	\$37,916.69	1,641,600	0.000020	1,086	\$32.99	\$35,816.72
Year 2	1,782,259,200	0.00002709	1,317	\$36.65	\$48,285.59	1,530,000	0.00002127	1,165	\$32.55	\$37,916.69	1,641,600	0.000021	1,086	\$34.73	\$37,705.81
Year 3	1,782,259,200	0.00002869	1,317	\$38.81	\$51,131.34	1,530,000	0.00002255	1,165	\$34.50	\$40,188.20	1,641,600	0.000022	1,086	\$36.56	\$39,692.61
Year 4	1,782,259,200	0.00003038	1,317	\$41.10	\$54,148.39	1,530,000	0.00002390	1,165	\$36.57	\$42,599.49	1,641,600	0.000023	1,086	\$38.48	\$41,777.13
Year 5	1,782,259,200	0.00003216	1,317	\$43.50	\$57,310.33	1,530,000	0.00002390	1,165	\$36.57	\$42,599.49	1,641,600	0.000025	1,086	\$40.51	\$43,981.07
TOTAL BID AMOUNT				\$256,434.06						\$201,228.86					\$198,873.36
Manufacturer's Name/Brand	Cascades/Decor				Metro Paper Industries/Mont Royal				Atlas Paper Mills/Green Heritage						
MFG. Rem No.	CAS4024A				MBT1971				125						
Lead Time	3-5 Days				10-14 days for 1st order, then 3-5 days				Next Day Lowest Bidder						

ITEM 2 INDUSTRIAL SHOP WIPES	HILL & MARKES, INC. Amsterdam, NY				REGIONAL DISTRIBUTOR Rochester, NY				W.B. MASON North Tonawanda, NY						
	NFTA ESTIMATED SQ. IN. USAGE	COST PER SQ. IN.	ESTIMATED # OF CASES	COST PER CASE	TOTAL ANNUAL COST	SQ. IN. PER CASE	COST PER SQ. IN.	ESTIMATED # OF CASES	COST PER CASE	TOTAL ANNUAL COST	SQ. IN. PER CASE	COST PER SQ. IN.	ESTIMATED # OF CASES	COST PER CASE	TOTAL ANNUAL COST
Year 1	75,675,600	0.0002914	495	\$44.55	\$22,052.25	150,750	0.0003183	502	\$47.98	\$24,085.67	152,880	0.00027	495	\$41.50	\$20,542.50
Year 2	75,675,600	0.0003030	495	\$46.33	\$22,833.35	150,750	0.0003183	502	\$47.98	\$24,085.67	152,880	0.00029	495	\$43.68	\$21,621.60
Year 3	75,675,600	0.0003150	495	\$48.15	\$23,834.25	150,750	0.0003374	502	\$50.86	\$25,531.42	152,880	0.00030	495	\$45.98	\$22,760.10
Year 4	75,675,600	0.0003274	495	\$50.05	\$24,774.75	150,750	0.0003576	502	\$53.91	\$27,062.50	152,880	0.00032	495	\$48.40	\$23,958.00
Year 5	75,675,600	0.0003405	495	\$52.05	\$25,764.75	150,750	0.0003576	502	\$53.91	\$27,062.50	152,880	0.00033	495	\$50.95	\$25,220.25
TOTAL BID AMOUNT				\$119,388.36						\$127,827.76					\$114,102.48
Manufacturer's Name/Brand	Kimberly Clark/Wypall x70				Hospital Specialty Co/Hospesco				Kimberly Clark/Wypall x70						
MFG. Rem No.	KIM41455				N-P0701DW				41455						
Lead Time	3-5 Days				10-14 days for 1st order, then 3-5 days				Next Day						

NFTA BID ANALYSIS

BID NO: 4497
 BID FOR: PAPER PRODUCTS
 DEPT: BNIA
 BID DATE: 9/4/2015

ITEM 3	REGIONAL DISTRIBUTOR Rochester, NY					W.B. MASON North Tonawanda, NY				
	NFTA ESTIMATED USAGE SQ. IN.	COST PER SQ. IN.	ESTIMATED # OF CASES	TOTAL ANNUAL COST	SQ. IN. PER CASE	COST PER SQ. IN.	ESTIMATED # OF CASES	TOTAL ANNUAL COST	SQ. IN. PER CASE	COST PER CASE
Year 1	468,633,600	0.0000436	1,017	\$20,451.87	460,800	0.000043	1,017	\$20,329.83		
Year 2	468,633,600	0.0000436	1,017	\$20,451.87	460,800	0.000046	1,017	\$21,397.68		
Year 3	468,633,600	0.0000463	1,017	\$21,682.44	460,800	0.000048	1,017	\$22,526.55		
Year 4	468,633,600	0.0000490	1,017	\$22,984.20	460,800	0.000051	1,017	\$23,716.44		
Year 5	468,633,600	0.0000490	1,017	\$22,984.20	460,800	0.000053	1,017	\$24,967.35		
TOTAL BID AMOUNT \$108,654.68										
Manufacturer's Name/Brand Metro Paper Industries										
MFG. Item No. RT602W										
Lead Time 10-14 days for 1st order, than 3-5 days										

Lowest Bidder
 Solidal America / Heavenly Soft
 41D102
 Next Day

ITEM 4	REGIONAL DISTRIBUTOR Rochester, NY					W.B. MASON North Tonawanda, NY				
	NFTA ESTIMATED USAGE OF COVERS	COST PER COVER	ESTIMATED # OF CASES	TOTAL ANNUAL COST	NO. COVERS PER CASE	COST PER COVER	ESTIMATED # OF CASES	TOTAL ANNUAL COST	NO. COVERS PER CASE	COST PER CASE
Year 1	1,450,000	0.005464	290	\$7,922.80	5,000	\$0.00577	290	\$8,363.60	5,000	\$25.99
Year 2	1,450,000	0.005734	290	\$8,314.30	5,000	\$0.00577	290	\$8,363.60	5,000	\$27.36
Year 3	1,450,000	0.006020	290	\$8,729.00	5,000	\$0.00611	290	\$8,865.30	5,000	\$28.80
Year 4	1,450,000	0.006320	290	\$9,164.00	5,000	\$0.00642	290	\$9,309.00	5,000	\$30.32
Year 5	1,450,000	0.006630	290	\$9,613.50	5,000	\$0.00662	290	\$9,309.00	5,000	\$31.92
TOTAL BID AMOUNT \$43,743.60										
Manufacturer's Name/Brand Hospesco/Discreet Seat										
MFG. Item No. HSPD5000										
Lead Time 3-5 Days										

Lowest Bidder
 Hospital Specialty Co./Hospesco
 DS-5000
 10-14 days for 1st order, than 3-5 days
 Next Day
 Lowest Bidder

SUMMARY OF LOWEST BIDS	
ITEM 1	W.B. MASON \$198,973.35
ITEM 2	W.B. MASON \$114,102.45
ITEM 3	REGIONAL DISTRIBUTOR \$108,554.58
ITEM 4	W.B. MASON \$41,873.10
\$463,503.48	

- 4. SURFACE TRANSPORTATION BUSINESS GROUP REPORT**
 - A. Surface Transportation Committee Report
 - B. Financial Update
 - C. Business Update
 - D. Resolutions

Surface Transportation Resolutions

- i. Niagara Frontier Transportation Authority, Acceptance of Surface Transportation Resolutions 4. D. (1) through 4. D. (2)
1. Authorization for Agreement, Cambridge Systematics, Integrated Corridor Management Study, NITTEC
2. Authorization for Procurement, Henderson Ford MV-1, Supervisor Vehicles, Metro

SURFACE:

4. D. (i) Niagara Frontier Transportation Authority, Acceptance of Surface Transportation Resolutions 4. D. (1) through 4. D. (2)

The Executive Director advised that Items 4. D. (1) through 4. D. (2) have been discussed with the Board of Commissioners of the NFTA, and the Board is unanimously in favor of all subject Resolutions.

Whereupon, it was moved by Commissioner Baynes, seconded by Commissioner Ansari, that the following Resolution be adopted:

“**RESOLVED**, that the Resolutions of the Niagara Frontier Transportation Authority, identified as numbers 4. D. (1) through 4. D. (2) and dated October 22, 2015 as set forth herein, be and hereby are accepted and approved in their entirety.”

AYES: SLOMA, DEMAKOS, DURAND, ANSARI, BAYNES, PERRY

NOES: NONE

ADOPTED

SURFACE:

4. D. (1) **Authorization for Agreement, Cambridge Systematics, Integrated Corridor Management Study, NITTEC**

RECOMMENDATION: Staff recommends that the Board authorize an Agreement with Cambridge Systematics, Inc, in an amount not-to-exceed \$485,655.00.

INFORMATION: The Niagara International Transportation Technology Coalition (NITTEC) has received grants from Federal Highway Administration (FHWA) and New York State Research and Development Authority (NYSERDA) to conduct an Integrated Corridor Management (ICM) study in the BiNational region in partnership with NFTA and GBNRTC. This study will serve to reduce congestion, increase energy efficiency and facilitate travel in the BiNational region, centered on the I-190 corridor.

PROCUREMENT: The contract was publicly advertised in accordance with NFTA Procurement Guidelines. One firm submitted a proposal that was reviewed and determined to be acceptable per the terms of the RFP. The proposal was reviewed by representatives of the Niagara Frontier Transportation Authority, New York State Department of Transportation, NITTEC, GBNRTC and Ministry of Transport Ontario. This review was based on criteria that included: qualifications, technical criteria, and cost. The results of the proposal review are shown below:

<u>FIRM</u>	<u>PROPOSAL REVIEW TOTAL</u>
Cambridge Systematics (Cambridge, Massachusetts)	95.2

FUNDING: Funding for this effort has been made available from USDOT-FHWA grant and NYESRDA grant. As host agency, NITTEC contracts are administered by NFTA. No costs to NFTA are incurred. NFTA administrative costs are fully reimbursed through this grant effort.

“RESOLVED, that the Board hereby authorizes an Agreement with Cambridge Systematics, Inc. to conduct an Integrated Corridor Management Study as described above and for a cost not-to-exceed \$485,655.00; and

BE IT FURTHER RESOLVED, that the Executive Director, her designee and/or the Chairman, be and are hereby authorized to execute and deliver an Agreement with Cambridge Systematics, Inc. as described above; and

BE IT FURTHER RESOLVED, that said Agreement shall include such additional terms, conditions and safeguards to the Authority as deemed appropriate by the General Counsel; and

BE IT FURTHER RESOLVED, that the Chief Financial Officer, be and he is hereby authorized to make payments under said Agreement upon certification by the Director, Public Transit, that such payments are in order based upon receipt of all required supporting documentation.”

SURFACE:

4. D. (2) **Authorization for Procurement, Henderson Ford MV-1, Supervisor Vehicles, Metro**

RECOMMENDATION: Staff recommends that the Board authorize the procurement of two (2) mobility device accessible supervisor vehicles at a total cost of \$112,830.00 from Henderson Ford MV-1 of Rochester of Webster, New York.

INFORMATION: These vehicles will replace two model year 2008 hybrid SUV's that are used by Bus Operations Supervisors to perform various duties throughout the Metro system. The requested vehicles are powered by compressed natural gas, can carry one wheelchair and three seated passengers. Three responsive bids were received in accordance with the NFTA Procurement Guidelines.

FUNDING: This purchase is planned, budgeted and part of "Replacement Non-Revenue Vehicles FYE 16" account #120000003216, and project # 23447.

"RESOLVED, that the Board hereby authorizes the procurement of two supervisor vehicles from Henderson Ford MV-1 at a cost of \$112,830.00 as described above; and

BE IT FURTHER RESOLVED, that the Manager, Procurement, be and she is hereby authorized to issue Purchase Order(s) to Henderson Ford MV-1 for the procurement of two supervisor vehicles to be used as described above; and

BE IT FURTHER RESOLVED, that said Purchase Order(s) shall include such additional terms, conditions and safeguards to the Authority as deemed appropriate by the General Counsel; and

BE IT FURTHER RESOLVED, that the Chief Financial Officer, be and he is hereby authorized to make payments under said Purchase Order upon certification by the Director, Public Transit, that such payments are in order."

BID ANALYSIS

BIDDERS

BID NUMBER: 4504	Shepard Brothers, Inc	Webster Ford	Alliance Bus Group
Mobility Device Accessible Vehicles (2)	Canandaigua, NY	dba Henderson Ford Webster, NY	Carlstadt, NJ
Department: Metro			
Bid Open Date: October 5, 2015			
TOTAL COST			
(2) Mobility Device Accessible Vehicles	\$115,690.00	\$112,830.00	\$114,000.00

- 5. PROPERTY/RISK MANAGEMENT GROUP REPORT**
- A. Property/Risk Management Committee Report
 - B. Financial Update
 - C. Business Update
 - D. Resolutions

Property/Risk Management Resolutions

- i. Niagara Frontier Transportation Authority, Acceptance of Property/Risk Management Resolutions 5. D. (1) through 5. D. (2)
1. Authorization for License Agreement, Hale Northeastern, Inc., 901 Fuhrmann Boulevard
2. Authorization for Lease Agreement, E3 Diagnostics, 247 Cayuga Road

PROPERTY:

5. D. (i) Niagara Frontier Transportation Authority, Acceptance of Property Resolutions 5. D. (1) through 5. D. (2)

The Executive Director advised that Items 5. D. (1) through 5. D. (2) have been discussed with the Board of Commissioners of the NFTA, and the Board is unanimously in favor of all subject Resolutions.

Whereupon, it was moved by Commissioner Durand, seconded by Commissioner Demakos, that the following Resolution be adopted:

“RESOLVED, that the Resolutions of the Niagara Frontier Transportation Authority, identified as numbers 5. D. (1) through 5. D. (2) and dated October 22, 2015 as set forth herein, be and hereby are accepted and approved in their entirety.”

AYES: SLOMA, DEMAKOS, DURAND, ANSARI, *BAYNES, PERRY

ABSTENTION: BAYNES [*Item 5. D. 1 only]

NOES: NONE

ADOPTED

PROPERTY:

5. D. (1) **Authorization for License Agreement, Hale Northeastern, Inc., 901 Fuhrmann Boulevard**

RECOMMENDATION: Staff recommends that the Board authorize a License Agreement with Hale Northeastern, Inc. (Hale) for the limited use of certain designated parking lot space at 901 Fuhrmann Boulevard.

INFORMATION: Hale has been awarded a contract to provide marshalling services for the following two upcoming local events, both scheduled to be held at the Buffalo Niagara Convention Center: (1) the 2016 International Aviation Snow Symposium and (2) the 2016 Buffalo Home Show. As in prior years, Hale requires approximately 80,000 square feet of space to stage vehicles providing exhibits for such events.

The revocable license granted to Hale pursuant to the License Agreement will limit Hale's use of such designated parking lot space to the period beginning on March 4, 2016 and ending on March 6, 2016 and the period beginning on April 23, 2016 and ending on April 27, 2016. The license fee for such use by Hale shall be equal to \$2,000.00, per event, for a total of \$4,000.00. Hale will provide the NFTA with the required proof of insurance and be responsible for any and all costs and expenses relating to the revocable license granted to it by the NFTA.

FUNDING: No funding is necessary.

“RESOLVED, that the Board hereby authorizes a License Agreement with Hale Northeastern, Inc., for use of certain designated parking lot space at 901 Fuhrmann Boulevard, as described above; and

BE IT FURTHER RESOLVED, that the Executive Director, her designee and/or the Chairman, be, and hereby are, authorized to execute a License Agreement with Hale Northeastern, Inc., which will grant Hale a revocable license for the period beginning on March 4, 2016 and ending on March 6, 2016 and the period beginning on April 23, 2016 and ending on April 27, 2016, on the terms set forth above and as negotiated; and

BE IT FURTHER RESOLVED, that said License Agreement shall include such additional terms, conditions and safeguards to the Authority as deemed appropriate by the General Counsel.”

PROPERTY:

5. D. (2) **Authorization for Lease Agreement, E3 Diagnostics, 247 Cayuga Road**

RECOMMENDATION: Staff recommends that the Board authorize a lease agreement with E3 Diagnostics (Don Williams, President) for office space at 247 Cayuga Road, Cheektowaga.

INFORMATION: E3 Diagnostics is purchasing AudioMedtric, an existing NFTA tenant at 247 Cayuga that services and calibrates audiometric equipment. Staff is recommending cancelling AudioMedtric's current lease upon consummation of the purchase and contemporaneously therewith entering into a new lease with E3 for the same 1,772 square foot space.

The new lease will have a three year term commencing on November 1, 2015 and expiring on October 31, 2018. The rental rate will be \$12.50 per square foot per year, or \$22,150 per year with a 3% increase each year. AudioMedtric is currently paying \$11.26 per square foot per year, or \$19,952 per year, with a 3% increase each year. This space is classified as Class B- space.

FUNDING: No funding is necessary.

“RESOLVED, that the Board hereby authorizes a Lease Agreement with the E3 Diagnostics for use of space at 247 Cayuga Road, as described hereinabove; and

BE IT FURTHER RESOLVED, that the Executive Director, her designee and/or the Chairman, be and hereby are authorized to execute a Lease Agreement with E3 Diagnostics as set forth above and as negotiated; and

BE IT FURTHER RESOLVED, that said Lease Agreement shall include such terms, conditions and safeguards to the Authority as deemed appropriate by the General Counsel.”

6. General Counsel Report - Written
7. Executive Session - None
8. Adjournment

At approximately 1:27 p.m., the Vice Chairman indicated that there was no further business coming before the Board, whereupon it was moved by Commissioner Perry, seconded by Commissioner Durand, and unanimously approved that the Regular Meeting of the Niagara Frontier Transportation Authority and Niagara Frontier Transit Metro System, Inc. be adjourned.

**AYES: SLOMA, DEMAKOS, DURAND, ANSARI, BAYNES,
PERRY**

NOES: NONE