

County Facilities Committee - Airport
Department of Public Works
AGENDA
November 28, 2017 – 10:00am

Committee Members: *GIRARD, Strough, Seeber, Beaty, Montesi, Braymer, Simpson, Leggett, MacDonald, Geraghty, Vacant*

I. Committee Meeting Call To Order..... Chairman Girard

II. Motion to Approve Minutes of Prior Committee Meeting..... Chairman Girard

III. Action Agenda/New Business

Page

1 Establish Cap Proj – H379 - Airport Security System (\$38,000)... Jeff Tennyson
Rationale – Replace obsolete access security system.

5 Transfer – A9950 to Airport Contracts A5610 (\$145,855.01)..... Jeff Tennyson
Rationale – Reimbursement to Highway Division D5110 for construction work.

IV. Referral/Pending Items

1) Committee to revisit Proposal from Rich Air for construction of additional T-hangars. (02.28.17) Update: The Committee authorized the County Attorney to commence negotiations with Rich Air relative to the ground lease rate and terms for the T-Hangars proposed. (05.01.17) Update: Discussions between the County Attorney and Rich Air are on-going regarding ground lease rate for additional t-hangar construction. (05.23.17) Mr. Dubarry informed he was waiting to hear from the State regarding the grant for the T-hangers, as the grant application had been sent to the Aviation Bureau following which it would be sent to the Governor for award but he was unsure of when an answer would be given. (08.21.17)

2) The Committee requested that Ross Dubarry compile an accounting of total overtime expenses accumulated in connection with the Adirondack Balloon Festival for the Committee to review at their next meeting. (10.30.17)

V. Information for Discussion/Review

- Airport Advisory Group – Report and Referrals..... Supervisor Sokol
- 6. Balloon Festival OT and Revenue Update..... Jeff Tennyson
- Runway 1-19 Extension EA Update..... Jeff Tennyson
- Airport Training and other activities..... Jeff Tennyson
- FBO Request for Statement of Quals and RFP Status..... Wayne Lamothe

VI. Privilege of the Floor to discuss any additional items to come before the Committee

VII. Motion to Adjourn

Attachments

Balloon Festival Overtime and Revenue Chart

RESOLUTION REQUEST FORM NO. 8

Request to Establish Capital Project or Capital Reserve Project*

**If this is the result of a grant award, also complete and submit Form No. 5 or 6*

DEPARTMENT NAME: DPW - Airport

DATE: 11/28/2017

- (a) Exact Title* and Number of Project (must be obtained from Treasurer's Office): **H379- Airport Security System**
- (b) Is this a Capital Project? **Yes**
- (c) Is this a Capital Reserve Project? **No**
- (d) Amount of Project: **\$38,000**
- (e) Source of Funding (including name & title of codes, etc.): **A 892.00 Airport Repair & Projects Reserve**
- (f) Purpose of Establishment: **This project will replace the current airport security access control hardware and software used to control and monitor access to the County owned Terminal building, Firefighting building, and 4 vehicle access gates to the airfield. The existing system was installed in 2006 and is functionally obsolete. The new system will include secure access control for both transient and based customers.**

***Title should reflect department if possible:**

i.e. Capital Project No. H274.9550 280 *Replace VASI with PAPI* would be clearer if name was listed as Airport Replace VASI with PAPI.

Access Control Upgrade Project

Purpose and Need

New York State "Transportation Law Article 2, Section 14-m Airport Security" requires that owners of General Aviation airports register their facility with the New York State Department of Transportation (NYSDOT) every three years. Such registration shall be accompanied by a written security plan of the airport facility that is consistent with the most recent security guidelines for general aviation airports published by the United States Transportation Security Administration (TSA). According to the Airport Characteristics Measurement Tool, access controls are a recommended security enhancement and ours is included in the approved security plan.

The existing access control system was installed around 2005 to provide a means for controlling and monitoring access to the airfield and terminal building. The system is comprised of typical hardware and software used at many different types of installations. The system administrator can grant or deny a user's access by way of a programming a proximity card and card readers. Currently, the airport has access control points for the four (4) main vehicle gates and the main doors of the terminal building.

The systems hardware is beyond its serviceable life and the system installer will no longer provide contract support for the any of the system components due to its age. The system has also reached its maximum capacity for the number of controlled access points and expansion of the current system in not advisable due to the age, limitations, and performance issues of the current hardware. The existing system frequently freezes up and needs to be reset in order to administer any changes. It is just a matter of time before the system stops functioning all together. Maintaining system functionality is important for security, and for general customer service. The system needs to function properly for the tenants and employees at the airport to go about their daily business.

Scope of Project

The airport recently upgraded the video surveillance system as a separate task under the fuel farm upgrade project. The camera system was installed with a new wireless backbone that can be integrated with a new access control system. The main objectives of the project are as follows:

- Provide modern upgraded system hardware and software for reliability
- Add the Airport Rescue Firefighting (ARFF) building to the access control system
- Add two pedestrian gates and eliminate a weak-link in perimeter security
- Utilize web-based software solution to provide off-site administrator functionality

The current system has experienced hardware and software failures that are jeopardizing the future security control of the airport that if completely fails, will cause significant disruptions to the airports customers and employees. The proposed system will be a web based solution that only requires an internet connection to access the administrator controls. There are two main advantages for a web base solution; 1) Fewer hardware components to purchase and maintain; and 2) The ability to administer the authorized users and door schedules from any device connected to the internet.

The ARFF building is not currently part of the access control system. The airport is not staffed 24/7. Due to security concerns for the FBO's front counter, the terminal building doors are scheduled to lock at the close of normal FBO business hours. In order to provide the flying public with basic restroom facilities, the airport has made the building available for public use of the restrooms. Locking interior doors of the ARFF building would result in an unsafe condition for occupants and especially during an emergency response. Adding this building to the access control system will provide the flexibility and control of the doors to safely limit pilot access the restrooms afterhours. The proposed system will also improve mutual aid accessibility to emergency response supplies when the airport firefighter(s) are not on site.

The main pedestrian gate between the terminal building and the restaurant currently uses a cypher lock with a pin code for access, and a release button to exit. The security challenge with this type of system is that

the code for access to the main ramp can be easily passed on without anyone's knowledge. Because the airport is not staffed 24/7, reentry afterhours for transient pilots is impossible with the current system. The proposal for the new access control system will allow based tenants and employees to use their access card. Transient pilots will need to enter their own, one-time-use, personal access code to exit and reenter, thereby establishing a secure access point afterhours.

The web based features of the proposed access control system will provide a means to quickly address customer issues with lost or faulty access cards from any computer via a secure logon with any internet browser. The system can integrate seamlessly with the current camera system and is virtually limitless for expansion needs as the facilities continue to grow.

Budgetary estimate for the system is \$38,000.

5

REQUEST FOR TRANSFER OF FUNDS

TO: AMANDA ALLEN, CLERK, WARREN COUNTY BOARD OF SUPERVISORS

FROM: FACILITIES - F B AIRPORT

Name of Department

SIGNED: *[Signature]* DATE: 11/28/2017

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.9950 910	General, Interfund Transfers	A.5610 470	General, Airport, Contract	\$145,855.01

CONTINGENT FUND TRANSFER REQUESTS

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.1990 439	Contingent Fund			

Please state reason for transfer request:

Airport Taxiway Culvert Replacement & Emergency Access Road

Please file original request with Clerk of the Board and retain copy for your records.

Balloon Festival Overtime Vs. Revenue

