

**COUNTY FACILITIES COMMITTEE MEETING
AIRPORT AGENDA
September 27, 2022**

Committee Members: **BRUNO**, Magowan, Thomas, Strough, Conover, Beaty and Diamond

I. Committee Meeting Call to Order by Chair

II. Approval of Minutes of Prior Committee Meeting

III. Action Agenda/New Business Items:

1. Request: Increase Capital Project – Capital Project H414 Runway 1-19 Remarketing Project
Rationale: To update the Capital Project H414 by \$323,778 to match total project amount as stated in agreement with FAA AIP# 3-36-0033-072-2022.
2. Request: New Contract - Hi-Lite Airfield Services
Rationale: To authorize award of bid and agreement with Hi-Lite Airfield Services LLC for the remarketing of Runway 1-19 at the Floyd Bennett Memorial Airport to meet the requirements of Federal Aviation Regulations (FAR) Part 139 Subpart D Section 139.311. (WC30-22).
3. Request: Amend Budget - Capital Project H414 Runway 1-19 Remarketing Project Amendment
Rationale: To amend the Capital Project H414 by \$1,939.00 from A9950.910 Transfers to Capital Projects.
4. Request: Miscellaneous – Memorandum of Understanding (MOU)
Rationale: To request an MOU with Rich Air and Saratoga County Airport to jointly acquire and utilize one (1) Iron Tire 20k Recovery Dolly.

IV. Discussion Items

1. Balloonfest – VIP Parking tickets-Sold out
2. County Hangar Project update
3. Budget Presentation

V. Referrals/Pending Items

VI. Privilege of the floor and public comment (please allow for 15 second delay on live stream meetings)

VII. Motion to Adjourn

Attachments

1. Resolution Request No. 9 – Increase Capital Project
2. Resolution Request No. 3 – New Contract
3. Resolution Request No. 7 – Amend Budget
4. Resolution Request No. 20 – Miscellaneous
5. Budget Summary

RESOLUTION REQUEST FORM NO. 9

Request to Increase or Decrease or Amend Existing 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: County Facilities - Airport

DATE: 9/27/2022

Exact Title and Number of Project*: **H414 Airport Runway 1-19 Marking Project**

Is this a Capital Project? **Yes**

Is this a Capital Reserve Project? **No**

d Amount of Increase (if applicable): **\$323,778 (\$15,000 local match currently in H414)**

e Amount of Decrease (if applicable):

Source of Funding (if Increase) (including name & title of codes, etc.): **FAA \$304,900 (90% AIP# 3-36-0033-072-2022) NYSDOT - \$16,939 (5%) -Local \$16,939 (A892.00 Airport Repairs and Projects)**

g Changes in Funding (if Amendment):

Purpose of Increase or Decrease or Amendment: **To increase the Capital Project H414 Airport Runway 1-19 Marking Project by \$323,778 to match total project amount (\$338,778) as stated in agreement with FAA AIP# 3-36-0033-072-2022.**

PART III – BUDGET INFORMATION – CONSTRUCTION

SECTION A – GENERAL	
1. Federal Domestic Assistance Catalog Number:	20.106
2. Functional or Other Breakout:	

SECTION B – CALCULATION OF FEDERAL GRANT			
Cost Classification	Latest Approved Amount (Use only for revisions)	Adjustment + or (-) Amount (Use only for revisions)	Total Amount Required
1. Administration expense	2,000	0	2,000
2. Preliminary expense	0	0	0
3. Land, structures, right-of-way	0	0	0
4. Architectural engineering basic fees	26,013	0	26,013
5. Other Architectural engineering fees	0	0	0
6. Project inspection fees	14,748	0	14,748
7. Land development	0	0	0
8. Relocation Expenses	0	0	0
9. Relocation payments to Individuals and Businesses	0	0	0
10. Demolition and removal	0	0	0
11. Construction and project improvement	296,017	0	296,017
12. Equipment	0	0	0
13. Miscellaneous	0	0	0
14. Subtotal (Lines 1 through 13)	338,778	0	338,778
15. Estimated Income (if applicable)	0	0	0
16. Net Project Amount (Line 14 minus 15)	338,778	0	338,778
17. Less: Ineligible Exclusions (Section C, line 23 g.)	0	0	0
18. Subtotal (Lines 16 through 17)	338,778	0	338,778
19. Federal Share requested of Line 18	304,900	0	304,900
20. Grantee share	16,939	0	16,939
21. Other shares	16,939	0	16,939
22. TOTAL PROJECT (Lines 19, 20 & 21)	338,778	0	338,778

SECTION C – EXCLUSIONS	
23. Classification (Description of non-participating work)	Amount Ineligible for Participation
a.	0
b.	0
c.	0
d.	0
e.	0
f.	0
g. Total	0

SECTION D – PROPOSED METHOD OF FINANCING NON-FEDERAL SHARE	
24. Grantee Share – Fund Categories	Amount
a. Securities	0
b. Mortgages	0
c. Appropriations (by Applicant)	16,939
d. Bonds	0
e. Tax Levies	0
f. Non-Cash	0
g. Other (Explain):	0
h. TOTAL - Grantee share	16,939
25. Other Shares	Amount
a. State	16,939
b. Other	0
c. TOTAL - Other Shares	16,939
26. TOTAL NON-FEDERAL FINANCING	33,878

SECTION E – REMARKS (Attach sheets if additional space is required)

PART IV – PROGRAM NARRATIVE
(Suggested Format)

PROJECT: Runway 1-19 Remarketing (Design & Construction)

AIRPORT: Floyd Bennett Memorial Airport

1. Objective:

This project includes the removal and remarketing of approximately 75,875 square feet of runway markings for Runway 1-19. Runway 1 is marked as a precision runway and Runway 19 is marked as a non-precision. The project would remark the runway thresholds, numbers, centerlines, aiming points, touchdown zones, and runway side stripes. The Taxiway lead in lines would also be remarked back to the Runway 1-19 RSA.

2. Benefits Anticipated:

Airport management is prioritizing the removal and repainting of the primary runway (RW 1-19) to remain in compliance with FAA Part 139 requirements as the runway markings are several years old and are worn.

3. Approach: (See approved Scope of Work in Final Application)

4. Geographic Location:

Floyd Bennett Memorial Airport is located three nautical miles (6 km) northeast of the central business district of Glens Falls, in the town of Queensbury, Warren County, New York.

5. If Applicable, Provide Additional Information:

6. Sponsor's Representative: (include address & telephone number)

Mr. Robin Mapp, Airport Manager
443 Queensbury Ave., Suite 201, Queensbury, NY, 12804
rmapp@warrencountydpw.com; (518) 232-4272

RESOLUTION REQUEST FORM NO. 3

Request for New Contract

DEPARTMENT NAME: County Facilities - Airport

DATE: 9/27/2022

- (a) Is this a Result of a Bid or Request for Proposal? **Bid - WC 30-22 FLOYD BENNETT MEMORIAL AIRPORT RUNWAY 1-19 REMARKING**
- (b) Purpose of Contract: **To remark of Runway 1-19 at the Floyd Bennett Memorial Airport to meet the requirements of Federal Aviation Regulations (FAR) Part 139 Subpart D Section 139.311. (WC30-22).**
- (c) Name of Contractor: **Hi-Lite Airfield Services - LLC**
- (d) Address of Contractor: **20128 NYS 12F, Watertown, NY 13601**
- (e) Contractor's Contact Person and Telephone Number: **315-583-5807**
- (f) Has or will the Contract be provided, if so, please attach: **To be provided**
- (g) Commencement Date of Contract: **Upon Execution**
- (h) Termination Date of Contract: **Upon Completion**
- (i) Payment Provisions:
 - i) lump sum amount
 - ii) hourly rate amount
 - iii) total amount not to exceed **\$296,017**
 - iv) how will payments be made (i.e. monthly, quarterly, upon completion of the project, etc.
- (j) Where are the Funds for this Contract? List Budget Code, Object Code, Full Title* and Amount: **OR Capital Project OR Capital Reserve Project Number, Title, and Amount: **FAA grant AIP# 3-36-0033-072-2022 (90%/5%/5%) Capital Project H414 Runway Remarketing (\$16,939 local share) (Total Project \$338,778)****

Sample: A.1010 470 Legislative Board – Contract \$xx.xx
Capital Project No. H289.9550 480 – Old Jail Renovations \$xx.xx

*as listed in budget and LOGOS

WARREN COUNTY BID TABULATION SHEET

BID NO: WC 30-22 ITEM(S): FLOYD BENNETT MEMORIAL AIRPORT RUNWAY 1-19 REMARKING APRIL 28, 2022 TIME: 3:00 P.M.	NAME & ADDRESS OF BIDDER		NAME & ADDRESS OF BIDDER		NAME & ADDRESS OF BIDDER	
	Hi-Lite Airfield Services, LLC. Attn: Kelly Spinner 20128 NYS 12F Watertown, NY 13601 Ph: 315-583-6111 Fax: 315-777-8270		Axtell's, Inc. Attn: Teri Butts 1586 Heart Lake Road Jermyn, PA 18433 Ph: 570-254-9999 Fax: 570-254-6193		K5 Corporation Attn: Kathy DeLong 9 Rockview Way Rockland, MA 02370 Ph: 781-982-9229 Fax: 781-982-9226	
BID AWARDED TO:			RESOLUTION NO. XXX of 2022			
√ JULIE A. BUTLER, PURCHASING AGENT			TERM: The work shall be completed within five (5) calendar days of the date specified in the Notice to Proceed.			
PROJECT:	BID PRICE		BID PRICE		BID PRICE	
BASE BID TOTAL FOR FLOYD BENNETT MEMORIAL AIRPORT RUNWAY 1-19 REMARKING:	\$296,017.00		\$380,602.00		\$390,627.50	
ITEMIZED BREAKDOWN	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
Maintenance & Protection of Traffic :						
Project Survey & Stakeout:						
Mobilization:						
Site Preparation:						
Marking:						
Temporary Runway & Taxiway Markings:						
Preformed Markings:						
TOTAL BASE BID:						

RESOLUTION REQUEST FORM NO. 7

Request to Amend County Budget*

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

DEPARTMENT NAME: County Facilities - Airport

DATE: 9/27/22

- (a) Purpose of Amendment: To increase H414 Airport Runway 1-19 Remarking Project \$1,939.00 with A.9950 910 Transfer - Capital Project as source of funding to cover local match of NYSDOT & FAA AIP# 3-36-0033-0722022.

- (b) Appropriation Code (with title), Object Code (with title) and Amount:

H414.9550 280 - Airport Runway 1-19 Remarking Project, Projects (\$1,939.00)

- (c) Revenue Code (with title), and Amount:

H414.9550 5031 - Airport RW 1-19 Remarking Project, Interfund Transfers (\$1,939.00)

RESOLUTION REQUEST FORM NO. 20

MISCELLANEOUS

****Please List All Other Requests Not Covered by Previous Resolution Request Forms Here.
Please attach any backup information available and be as detailed as possible.***

DEPARTMENT NAME: County Facilities - Airport

DATE: 9/27/2022

- (a) Purpose of Request: **To authorize the Chairman of the Board of Supervisors to approve Memorandum of Understanding (MOU) with Rich Air and Saratoga County Airport for the acquisition and use of a recovery dolley at a one time cost of \$2,216.38 (Total cost of dolley \$6,649.14).**
- (b) Details: **The recovery dolley "Iron Tire 20k" has a weight capacity of 18,000lbs and can assist in recovery efforts of single and twin engine aircraft. The agreement would allow the two locations (Saratoga County Airport and Warren County's airport) to share the use and cost of the important piece of equipment.**
- (c) Previous Resolution Number: **N/A**
- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount: **A5610 260 Airport DPW, Other Equipment \$2,216.38**

Sample: A.8021 470 Planning & Community Development – Contract

* as listed in budget and LOGOS



443 QUEENSBURY AVE ♦ QUEENSBURY, NY 12804
T. 518.798.3091 F. 518.615.0774

08-23-22

Memorandum of Understanding

To: Robin Mapp, (Warren County, NY Airport Manager)
John Zilka, (Saratoga County, NY Airport Manager)
CC: Kevin Hajos, (Superintendent of DPW: Warren County, NY);
Rich Schermerhorn, (President & CEO: Rich Air - KGFL)

From: Stephen D. Abbott, (General Manager: Rich Air - KGFL)

RE: Shared Ownership of the "Aircraft / Heavy Equipment Recovery Dolly", (Iron Tire 20K) from Aero Specialties (PO#336609), Between Rich Air, Warren County Airport (KGFL) and Saratoga County Airport (5B2).

In our continued commitment to provide the most Efficient and Safest Service possible during any Aircraft / Heavy Equipment Recovery Operations at our Local Airports for the Capital / ADK Region, General Manager for Rich Air at (KGFL) Stephen D. Abbott; Warren County Airport Manager at (KGFL) Robin Mapp and The Saratoga County Airport Manager at (5B2) John Zilka, have partnered together in sharing 3 ways the total cost of purchasing the GSE Equipment called the "Iron Tire 20K" from Aero Specialties on August 17th, 2022, to help facilitate the above mentioned missions. The Total cost of the "Iron Tire 20K" (We will call "Recovery Dolly" moving forward), totaled \$6,649.14, and will be split three ways & payable to Rich Air in the amount of \$2,216.38, (who was the primary Purchasing Agent from Aero Specialties).

The "Recovery Dolly", (Now owned and labeled as "Owners" of the Recovery Dolly, Rich Air, The Warren County Airport, and the Saratoga County Airport), is intended exclusively for recovery operations on Airport Property Only and is a shared ownership between the three parties as mentioned above. Although priority for use of the "Recovery Dolly" will be given to KGFL and 5B2 Airport Recovery Operations, any airport in need of the "Recovery Dolly" may borrow the equipment within the region, if permission from any owner has been received and communicated to all owners. No owner of the "Recovery Dolly" shall be liable for any damages of Aircraft or "Recovery Dolly" when not in use by said owner. The operator of the "Recovery Dolly" shall be solely responsible for its proper use and any damages sustained to the "Recovery Dolly" while in its care.

Any qualifying Warranty Claims on the “Iron Tire 20K” Recovery Dolly, (If Applicable), will be handled between Rich Air & Aero Specialties. Copies of the Signed Quote and Purchase Order between Rich Air, (Who was the Primary Purchasing Agent), and Aero Specialties can be found in **Appendix B**. (Please Note Purchase Order #336609 Total Purchase Price is incorrect as shown in Appendix B. The Actual Total Purchase Price was \$6,649.14). Images and Demonstration Video Links of the “Iron Tire 20K” Recovery Dolly can be found in **Appendix A**.

Lastly, the Primary Storage Location will be at KGFL. Please contact Rich Air 24/7 for any assistance requiring access to the “Recover Dolly” at (518) 798-3091.

Thank you again to all parties involved, for having a genuine interest with ensuring such a Vital Recovery Tool is available to use for future Aircraft / Heavy Equipment recovery operations within our region!

Best Regards,



Stephen D Abbott

General Manager: Rich Air - KGFL

APPENDIX A

“Iron Tire 20K” Recovery Dolly Images...



Demonstration Video Links of the “Iron Tire 20K” Recovery Dolly...

<https://www.youtube.com/watch?v=-mDujyWtbnU>

https://www.youtube.com/watch?v=5KH58pwf6lQ&list=TLGGi45P_7Ztao0xNjA4MjAyMg&t=1s

Summary of 2023 Budget

County Facilities (Airport and Building and Grounds)

- A.1610 Fleet Management – Increase, Insurance, gas
- A.1620 Buildings – Increase – salaries, benefits, gas, road material/contracts for nurses parking lot
- A.1621 Building #11 – no increase
- A.1624 HHS – Increase – salaries, benefits & building repairs, contract - elevator
- A.5610 Airport – Increase – Salaries, benefits, electricity, heat, natural gas

DPW (Public Works, Parks Recreation and Railroad, Solid Waste)

- A.1490 DPW Administration –minimal increase- primarily salaries
- A.1626 West Brook Parking Lot – Increase with equipment - 2 street lamps
- A.1627 Beach Road Parking Lot – Increase with parking lot gross up, Village keep 75%
- A.1628 Waste Management – Increase in equipment – 2 – 40 yd compactors
- A.7110 Parks and Recreation – Increase in salaries, benefits & internal equipment rental
- A.7111 Up Yonda – decrease in benefits
- A.7111.0198 Up Yonda Bed Tax – Flat
- A.7112 Snowmobile Grant – Flat
- A .7113 Railroad – Increase in heat, electrical, repair of heat pump
- D.3310 Traffic – Increase in guiderail supplies, guiderail & striping contracts
- D.5010 Highway Admin – slight Increase – employee benefits
- D.5020 Engineering – decrease in employee benefits
- D.5110 Maintenance of Roads – Increase salaries, benefits, oil gas heating, insurance, contracts
- D.5112 County Roads – decrease in County Roads.
- D.5142 County Snow Removal – Reduced – Supplies, Salt cost

D.5148 Services to Other Govt. –decrease

D.9950 – Transfers to Capital Projects – Local match increase of Co Bridge, Culvert and Federal Aid Projects

DM.5130 Machinery – Increase in salaries, oil gas heat, insurance and vehicle gas

DM.5140 Motor Fuel Farm – Flat

Park O&M

A.1625 Gaslight Village Property – Increase in electric, heating, insurance.