



ALBANY PORT DISTRICT COMMISSION
MINUTES OF A REGULAR MEETING
FEBRUARY 28, 2023

Chairperson Steffens called the meeting to order. In attendance were Commissioners Abriel, Coffey and Tagliento. Also present were CEO Hendrick, General Counsel Jordan, CCO Daly, CFO Stuto, SCM Yagan, DEA Vavura, Director of Security Williams, Deputy Director of Security Teller and Administrative Assistant DiLillo.

Chairperson Steffens introduced the minutes of the January 30, 2023 Commission meeting. No changes were made to the minutes. Chairperson Steffens called for a motion to approve the minutes. A motion was made by Commissioner Tagliento, seconded by Commissioner Abriel, and passed unanimously.

PUBLIC COMMENT

Each person listed below spoke to the APDC Board about their perspective related to the Port Expansion Project site.

John Burger – Towne Place Suites, Albany, NY – business stays generated by the Port.
Joanne Maier – Resident, Glenmont, NY – Port Expansion Project.

FINANCIAL UPDATE

CFO Stuto presented the financials as of January 31, 2023 compared to what had been budgeted for January 2023. She reported that month end results were slightly below budget by \$40,000 in revenue and \$46,000 in expenses. Overall, change in net position was a positive variance of \$16,000.

CEO UPDATE

CEO Hendrick updated the Board on the following:

- Port staff attended the first AAPA POWERS Summit about renewable energy and Ports. Staff will join the first AAPA offshore wind committee meeting this month.
- Port staff will attend the upcoming AAPA Legislative Sessions in Washington DC.

- Port staff will be attending a program hosted by the Center for Economic Growth relating to the Offshore Wind Industry at which CCO Daly will present.
- Port team participated in a Town of Bethlehem community meeting with the Town of Bethlehem Chamber of Commerce, Albany County Legislators and local businesses.

REAL PROPERTY/DEVELOPMENT UPDATE

SCM Yagan provided the Board with an update on the expansion project. He reported that requests for information were addressed and satisfied with the National Marine Fisheries related to the Project's mitigation plan which now enables the ACOE to move forward with their findings statement and final review.

Marmen/Welcon is collaborating directly with a consultant to remodel emissions to address comments received in the review process with DEC. Package will be resubmitted in early March. Wastewater treatment plant permit package has been resubmitted for review. The multisector general permit package for the facilities operational stormwater pollution prevention plan has been submitted and is waiting comments from DEC. DEC conducted a site visit to observe the Normans Kill and the rail bridge that previous crossed the Normans Kill. Through environmental reviews and litigative efforts the expansion project development has provided the Port a variety of opportunities for participation in environmental programs and contributions totaling \$3 million dollars.

Construction activity continues on site. Surcharge work is complete on Building A and Building B as well as the location of the planned concrete pad between the two buildings. Subbase placement of structural fill is in place at an elevation of 20 feet for Building D and subgrade preparation work is taking place in the southern portion of Building C. The geotechnical engineering program oversight has indicated that progress is proceeding as designed.

Staff continues to meet with the Town of Bethlehem administration to discuss the progress of the Project and respond to any inquiries. Staff also recently conducted site tours for the Albany Business Review and Center for Economic Growth.

CCO Daly noted that all work underway is covered under the predevelopment funding agreement.

DEA Vavura provided the Board with an overview of external communication, outreach and media coverage relating to the expansion project as well as development at the Port district-wide and provided an update on internal communication efforts which include weekly staff updates, communication meetings and the reintroduction/reimagination of Port Industry Day. DEA Vavura spoke to the Board about community outreach and focusing on education.

OVERHEAD DOOR AND SECURITY GATE SERVICE CONTRACT

CFO Stuto presented Resolution 07-2023 related to the servicing of Overhead Doors and Port Entry Security Gate. An RFP was issued and two responses were received. After a thorough

review, APDC staff recommended awarding the contract to All Type Professional Door Services Inc., for a regular hourly price of \$145/hr. and after hours/emergency rate of \$217.50/hr. with a \$30% mark-up on cost. Chairperson Steffens called for a motion to approve Resolution 07-2023. A motion was made by Commissioner Coffey, seconded by Commissioner Abriel and passed unanimously.

AMENDMENT TO EXPANSION SITE PREPARATION CONTRACT

CFO Stuto presented Resolution 08-2023 related to the Port Expansion Site Preparation Project. During the course of the contracted work additional requirements arose due to regulatory requirements causing scope changes to the project. After discussions and further review of the changes, Port staff recommended that the Board approve the necessary updates related to the scope of work. Chairperson Steffens called for a motion to authorize the CEO to execute the necessary documents to process a contract amendment for the predevelopment site work for additional fill, removal and testing of material, paving of south entrance apron, the installation of a sediment pond and structural fill for the frost wall at an additional cost not to exceed \$2,321,219.83. A motion was made by Commissioner Abriel, seconded by Commissioner Tagliento and passed unanimously.

Commissioner Coffey requested that change order information include the amended contract cost and any implications to the contract completion date.

SPONSORSHIP REQUEST FOR CAPITAL REGION CHAMBER DINNER

Chairperson Steffens presented Resolution 09-2023 related to the request for sponsorship for the Capital Region Chamber Dinner. She noted that the request complied with the Port's Sponsorship Policy. Chairperson Steffens called for a motion to approve Resolution 09-2023. A motion was made by Commissioner Tagliento, seconded by Commissioner Abriel and passed unanimously.

SHED 1 ROOF REPAIR

CFO Stuto presented Resolution 10-2023 related to Roof Repairs to Shed 1. Port staff solicited bids and received four responses. After a thorough review of the bids received, staff recommended awarding the roof repair contract to Titan Roofing, a certified Minority Business Enterprise, for a price not to exceed \$836,200. Chairperson Steffens called for a motion to approve Resolution 10-2023. A motion was made by Commissioner Coffey, seconded by Commissioner Abriel and passed unanimously.

SHED 1 ELECTRICAL SYSTEM UPGRADES

CFO Stuto presented Resolution 11-2023 related to Electrical System Upgrades to Shed 1. Port staff issued an RFP and received four responses. After a thorough review of the bids received, staff recommended awarding the electrical system upgrades contract to J. McBain Electric Company, a

Woman-owned Business Enterprise, for a price not to exceed \$84,607. Chairperson Steffens called for a motion to approve Resolution 11-2023. A motion was made by Commissioner Abriel, seconded by Commissioner Tagliento and passed unanimously.

SHED 1 FIRE SPRINKLER SYSTEM UPGRADES

CFO Stuto presented Resolution 12-2023 related to Fire Sprinkler System Upgrades to Shed 1. Port staff issued an RFP and received three responses. After a thorough review of the bids received, staff recommended awarding the fire sprinkler system upgrades contract to RBM Guardian Fire Protection, a Woman-owned Business Enterprise, for a price not to exceed \$255,746. Chairperson Steffens called for a motion to approve Resolution 12-2023. A motion was made by Commissioner Abriel, seconded by Commissioner Tagliento and passed unanimously.

EXECUTIVE SESSION

Chairperson Steffens called for a motion to enter into Executive Session for the purpose of discussing current litigation and the proposed acquisition, sale or lease of real property. A motion was made by Commissioner Tagliento, seconded by Commissioner Abriel and passed unanimously.

No action was taken during Executive Session. The regular meeting resumed.

OTHER BUSINESS

No other business for discussion.

NEXT MEETING

Chairperson Steffens informed all those in attendance that the **next meeting of the APDC Board of Commissioners will be Friday, March 31, 2023, immediately following the Audit Committee Meeting being held at noon.**

Chairperson Steffens called for a motion to adjourn the meeting. A motion was made by Commissioner Abriel, seconded by Commissioner Tagliento and passed unanimously. The meeting was adjourned.