

**OGDENSBURG BRIDGE & PORT AUTHORITY  
BOARD MEETING AGENDA  
WEDNESDAY, MARCH 18, 2026**

- I. Meeting to be Called to Order by Chair Vernon D. Burns at 5:00 PM.
- II. Letters and Communications to the Board.
- III. Approval of Board Minutes
  - A. February 12, 2026 Annual Board Meeting Minutes
- IV. Reports
  - A. Presentation and Reports
    - 1. Committee Reports
    - 2. Reports
      - i. Financial Reports
      - ii. Bridge Traffic Report
      - iii. Airport Activity Report
      - iv. Airport Event Report
      - v. Port Activity Report
      - vi. Economic Development Report, Including Building Occupancy
- V. Unfinished Business
- VI. Business Items
  - A. General Administration
    - 1. Approval of Aerial Boom Lift Rental with Haggett Excavating
  - B. Ogdensburg International Bridge
    - None
  - C. Commerce Park
    - 1. Approval of a Proposal from C&S Companies for Construction and Design Services for the Commerce Park Campus Childcare Facility Project
    - 2. Approval of tenant Entrance Door Replacement
  - D. Ogdensburg International Airport
    - 1. Approval of Grant Offer (PIN 7903.21) with the New York State Department of Transportation to Construct Terminal Renovation and Expansion
    - 2. Approval of Grant Offer (PIN 7903.22) with the New York State Department of Transportation to Conduct a Hazard Assessment Management Plan
    - 3. Approval of Grant Offer (PIN 7903.23) with the New York State Department of Transportation to Construct Terminal Renovation and Expansion

- E. Port of Ogdensburg  
1. Authorization to Execute MARAD FY 2023 PIDP Grant Agreement – Port of Ogdensburg Terminal Expansion Project
- F. New York & Ogdensburg Railroad  
None
- G. Border Station  
None
- H. Other Such Matters  
None

VII. , Concluding Comments from Citizens, Board Members, and/or Authority Staff

VIII. Next Meeting Dates:

April 9, 2026	Thursday	5:00 PM _____	(Proposed)
May 14, 2026	Thursday	5:00 PM _____	(Proposed)
June 11, 2026	Thursday	5:00 PM _____	(Proposed)
July 9, 2026	Thursday	5:00 PM _____	(Proposed)
August 13, 2026	Thursday	5:00 PM _____	(Proposed)
September 10, 2026	Thursday	5:00 PM _____	(Proposed)
October 8, 2026	Thursday	5:00 PM _____	(Proposed)
November 12, 2026	Thursday	5:00 PM _____	(Proposed)
December 10, 2026	Thursday	5:00 PM _____	(Proposed)

IX. Adjournment.

Dated: March 18, 2026

  
 \_\_\_\_\_  
 Anthony Adamczyk  
 Executive Director

**Board of Directors:**

Mr. Vernon D. "Sam" Burns, Chair  
 Ms. Megan J.M. Whitton, Vice Chair

Ms. Nicole Terminelli, Treasurer

Ms. Jennifer Quirk-Pickman, Secretary  
 Mr. David King, Member  
 Ms. Toni Squires, Member  
 Ms. Diana Para, Member

**Staff:**

Mr. Steven J. Lawrence, Executive Director  
 Ms. Patricia Nisco, Chief Financial Officer

Mr. Anthony Adamczyk, Dir. of Economic Development.

Mr. James Chase, Director of Operations  
 Mr. Charlie Garrelts, Airport Manager  
 Ms. Susan Davis, Airport Event Coordinator  
 Ms. Andrea Loran, Executive Accountant

**Press:**

Mr. Tom Graser, WDT  
 Ms. Monica Sandreszki, North Country Public Radio  
 Ms. Dawn Merz, Radio Station WNCQ/WPAC

Mr. Jimmy Lawton, North Country Now  
 Mr. Jim Levin, Community Broadcasters

**OGDENSBURG BRIDGE & PORT AUTHORITY**

**BOARD MEETING**

**THURSDAY, FEBRUARY 12, 2026**

A regular meeting of the Board of Directors of the Ogdensburg Bridge and Port Authority was held in the Great Room conference room at the Ogdensburg International Airport on Thursday, February 12, 2026, at 5:00 PM.

The following were present:

Vernon D. Burns, Chairperson  
Megan J. M. Whitton, Vice-Chairperson  
Jennifer Quirk-Pickman, Secretary  
Nicole Terminelli, Treasurer  
Toni Squires, Member  
David D. King, Member  
Diane Para, Member

ALSO: Jennifer Granzow, Counsel  
Steven J. Lawrence, Executive Director  
Anthony Adamczyk, Director of Economic Development  
James D. Chase, Director of Operations  
Charlie Garrelts, Airport Manager  
Andrea Loran, Executive Accountant  
Patricia A. Nisco, Chief Financial Officer

ABSENT:

I. Board Chair Vernon D. Burns called the meeting to order at 5:03 PM.

II. **Letters and Communications to the Board**

Executive Director, Steven J. Lawrence indicated that there was a request from a representative from the St. Lawrence Power & Equipment Museum requesting the Authority consider donating a decommissioned locomotive to the Museum. It has been out of service since 1998. The Authority is in receipt of the request and will do their due diligence on whether it can make that happen. The locomotive is in Norfolk and hasn't been in service since 1998. It is a plow and was purchased in the 1960's. The locomotive is a 1921 model and came from Union Pacific. Executive Director Steven J. Lawrence wanted to make the Board aware of the request and will look into it as it has been sitting decommissioned and the Museum representative was very familiar with the railroad.

Board Chair, Vernon D. Burns, asked Executive Director, Steven J. Lawrence, if there was a need for Executive Session. Executive Director, Steven J. Lawrence, stated there was a need for Executive Session under §105 item f of the Open Meeting Law to discuss the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation; after the Board Presentations and Reports.

At this time, Executive Director Steven J. Lawrence requested the Board go into Executive Session, on a motion from Diane Para, seconded by Toni Squires, the Board went into Executive session at 5:04 PM. The regular meeting of the Board resumed on a motion by Jennifer Quirk-Pickman, seconded by Toni Squires 5:55 PM.

III. **Approval of Board Minutes:**  
January 2026 Minutes

On a motion made by Jennifer Quirk-Pickman, seconded by Toni Squires, the meeting minutes were approved.

IV. **Reports**

**A. Presentations and Reports**

**1. Committee Reports**

**i. Personnel Committee**

- Personnel Committee Chair, Megan J.M. Whitton, reported that they would be putting forth two resolutions, one to accept Executive Director Steven J. Lawrence's retirement and one to appoint Anthony Adamczyk incoming Executive Director.
- The Personnel Committee accepted applications and resumes and interviewed a batch of candidates and are very happy to announce that Anthony Adamczyk has accepted the offer of Executive Director pending Board approval.

**2. Reports**

**i. Financial Report**

- Highlights from the Balance Sheet – Statement of Financial Position:
- Accounts Receivable Regular is at \$281,440; 93% of A/R either current or 1-30 days. Grants Receivable are \$5,291,389, grant money outstanding for revitalization program. Construction in Progress is at \$27,637,404 with the largest construction in progress still the airport revitalization project at \$22,696,903. The Airport EA PH 1 Drainage & Terminal Area is still open at \$2,259,594 and the Port-Dock Wall Expansion is just getting underway at \$803,369.
- Accounts Payable Regular is \$148,105; half of which went to one vendor who was four months behind in billing the Authority. The Authority paid the four months to help get this vendor caught up.
- The Open Project Accounts Payable stands at \$1,837,895; these payables are waiting for grants receivables to be received.
- Highlights from the Budget to Actual – Bridge revenue is down; Event Space is down as completion was projected for last June/July.

ii. Bridge Traffic Report

- Executive Director, Steven J. Lawrence, reported that this January was one of the slowest months percentage wise it is falling in line with what we have been seeing all of 2025. It is improving slightly and the trend is slightly better. When compared with 2019; total crossings are roughly at 27%, the high was 39% at the worst part of 2025.
- It has come down slightly, but when you look at revenue that's almost half of what it was in 2019. Down total crossings over the last year by 22% equivalent roughly to \$30K in revenue.

iii. Airport Activity Report

- Airport Manager Charlie Garrelts reported that January saw 30 flights, 1,471 enplanements, 36% load factors, and a 93% completion rate.
- Historically, January trends one of the slowest months for traveling in the past six years.
- The 93% completion rate included two extended delays due to heavy ice; rescue flight was scheduled for the next morning, and the regularly scheduled flight went on as slated.
- January 2025 had 400 enplanements as compared to January 2026 of 1,471.
- February numbers are expected to be higher. Spring Break flights are all booked and full. Continue to see upward trends.
- The return of the Orlando flights; direct flights are doing very well.
- Air Canada, Sunwing and WestJet suspended all service to Cuba until May 6 due to fuel shortage. This will create travelers to select other destinations which could be very good for Breeze.
- Airport Manager, Charlie Garrelts conducted meetings with operations team and ground handling crew regarding snow removal procedures and plans to better aid pilots and landing.
- Continuous work with McFarland Johnson and Breeze Airway regarding the new parking orientation for two plane operations.

iv. Airport Event Report

- Interviews have been conducted for the Janitor/Utility position, and a candidate will be selected shortly.
- Events have been scheduled for January and February as awareness of The Great Room as a rentable event space continues to grow. Inquiries have already been received for a variety of purposes. Some future events include a baby shower for 80 people, the St. Lawrence SPCA is moving their board meetings to the airport conference room and Corning will be hosting their Christmas Party here.

v. Port Activity Report

- Director of Operations James Chase reported 1,108 outbound trucks, 5 inbound railcars, and zero inbound vessels, as the Seaway is closed with a March 22 opening date.
- Total outbound tonnage was 33,595; 11,000 greater than December. The Port has 1/3 or 42,000 tons of its Salt inventory left.
- There was a recent inquiry regarding loading rail cars for a current customer. This could increase traffic and rail traffic for Vermont Rail.
- Operations staff went in and replaced all new VCT tiles in the new café space.

vi. Economic Development Report

- Director of Economic Development, Anthony Adamczyk, reported building occupancy remains stable. Some quick highlights: a couple of major tenants will be up for renewal in 2026; the Director had the opportunity of speaking with Miss Aldrich's OFA grade 8 class to discuss STEAM careers, good OBPA impact for grade 8 students to understand what we do.
- The Authority hosted the childcare initiative roundtable with Assemblyman Scott Gray, which was the first public event held in the new space at the Airport. The team did great putting everything together with St. Lawrence University catering the event. The event created a good opportunity to work out some issues audio visual related.
- After the event Assmeblyman Gray had an interview with Capital Tonight on Spectrum News. He was in the conference room with the new event space and airport as his background, so the reporter made a point of mentioning the Ogdensburg International Airport in the interview which was a great plug.
- The Bluebird Café at Commerce Park will be opening on March 9<sup>th</sup>.

V. **Unfinished Business**

None

VI. **Business Items**

a. General Administration

Executive Director Steven J. Lawrence requested business items, A.1. and A.2. be tabled for a future meeting. On a motion from Nicole Terminielli, seconded by Jennifer Quirk-Pickman, items A.1. and A.2. were tabled.

A vote was called

AYES: Nicole Terminelli  
David King  
Jennifer Quirk-Pickman  
Vernon D. Burns  
Diane Para  
Toni Squires

MOTION CARRIED

b. Ogdensburg International Bridge

1. Approval of Supplemental Agreement No.3 – Federal Aid Local Project Agreement (PIN 7754.28) for the OBPA Bridge Maintenance and Rehabilitation Project. On a motion from Diane Para, seconded by Toni Squires, it was

**RESOLVE**, that the Ogdensburg Bridge and Port Authority hereby approves the above-subject project: and it is hereby further;

**RESOLVED**, that the Ogdensburg Bridge and Port Authority Board of Directors hereby authorizes the Executive Director of the Ogdensburg Bridge and Port Authority to pay in the first instance 100% of the federal and non-federal share of the cost of \$750,000.00 for the Project or portions thereof; and it is further;

**RESOLVED**, that the sum of the \$750,000 is hereby appropriated from the Ogdensburg Bridge and Port Authority's Capital Budget and made available to cover the cost of participation in the above a phase of the Project; and it is further;

**RESOLVED**, that in the event the full federal and non-federal share costs of the project exceeds the amount appropriated above, the Ogdensburg Bridge and Port Authority Board of Directors shall convene as soon as possible to appropriate said excess amount immediately upon the notification by the Executive Director thereof, and it is further;

**RESOLVED**, that the Executive Director of the Ogdensburg Bridge and Port Authority be and is hereby named as the Responsible Local Official (RLO) for the Ogdensburg Bridge and Port Authority and is authorized to execute all necessary Agreements, certifications or reimbursement requests for the Federal Aid on behalf of the Ogdensburg Bridge and Port Authority Board of Directors with the New York State Department of Transportation in connection with the advancement or approval of the Project and providing for the administration of the Project and the Authority's first instance funding of project costs and permanent funding of the local share of federal-aid and state-aid eligible Project costs and all Project costs within appropriations therefore that are not so eligible, and it is further;

**RESOLVED**, that a certified copy of this resolution be filed with the New York State Commissioner of Transportation by attaching it to any necessary Agreement in connection with the Project, and it is further;

**RESOLVED**, this Resolution shall take effect immediately.

A vote was called

AYES: David King  
Jennifer Quirk-Pickman  
Vernon D. Burns  
Diane Para  
Toni Squires  
Nicole Terminelli

MOTION CARRIED

c. Commerce Park  
None

d. Ogdensburg International Airport

1. Approval of McFarland-Johnson, Inc. Design Proposal, Task Order No. 07, for Engineering and Design Services for the Ogdensburg International Airport Water Main Extension Project (AIRNY PIN 7A03.02, NYS Contract No. K007644). On a motion from David King, seconded by Jennifer Quirk-Pickman, it was

**RESOLVED**, that the Board of Directors of the Ogdensburg Bridge and Port Authority hereby approves McFarland-Johnson, Inc. Design Proposal Task Order No. 07 for engineering design services associated with the Ogdensburg International Airport water main extension project, in an amount not to exceed \$98,827, under the AIRNY 2024 Grant PIN 7A03.02, and

**BE IT FURTHER RESOLVED**, that the Executive Director is hereby authorized to execute Task Order No. 07 and any related documents necessary to carry out this resolution, subject to funding availability and compliance with all applicable state and program requirements.

A vote was called

AYES: David King  
Jennifer Quirk-Pickman  
Vernon D. Burns  
Diane Para  
Toni Squires  
Nicole Terminelli

MOTION CARRIED

2. Approval of Grant Offer with the New York State Department of Transportation to Construct Terminal Renovation and Expansion: Bid Package Phase 2. On a motion from Diane Para, seconded by Toni Squires, it was

**RESOLVED**, that the Executive Director is hereby authorized and directed to execute a Grant Offer with the New York State Department of Transportation to accept the OGS FY-2024 BIL AIG Grant Offer to the Ogdensburg Bridge and Port Authority in the amount of \$12,500.00 to construct Terminal Renovation and Expansion: Bid Package Phase 2 as listed below:

**Project Description:**

Expansion of existing Passenger Terminal. Building - Design - Renovation of existing Passenger Terminal Building - Design

Financing participation is as follows:

Federal Aviation Administration (95%)	\$ 475,000.00
New York State Department of Transportation (2.5%)	\$ 12,500.00
Ogdensburg Bridge and Port Authority (2.5%)	<u>\$ 12,500.00</u>
	\$ 500,000.00

A vote was called

AYES: Jennifer Quirk-Pickman  
Vernon D. Burns  
Diane Para  
Toni Squires  
Nicole Terminelli  
David King

MOTION CARRIED

3. Approval of Grant Offer with the New York State Department of Transportation to Construct Terminal Renovation and Expansion. On a motion from Nicole Terminelli, seconded by Diane Para, it was

**RESOLVED**, that the Executive Director is hereby authorized and directed to execute a Grant Offer PIN 7903.17 with the New York State Department of Transportation to accept the NYSDOT FY-2024 Entitlement Funds Grant Offer to the Ogdensburg Bridge and Port Authority in the amount of \$52,632.00.00 to construct Terminal Renovation and Expansion: Bid Package Phase 1 as listed below:

**Project Description:**

Expand the existing terminal by 1,424 Renovation of Existing Hold Room feet, including Holding room area and baggage access - Phase I Construction - Reconstruct 2,496 feet of the existing terminal, including Holding room and public bathrooms - Phase I Construction

Financing participation is as follows:

Federal Aviation Administration (95%)	\$2,000,000
New York State Department of Transportation (2.5%)	\$ 52,632
Ogdensburg Bridge and Port Authority (2.5%)	<u>\$ 52,632*</u>
	\$2,105,264

The OBPA approved the FAA Entitlement Grant offer of \$2,000,000.00 at the August 8, 2024 Board Meeting.

A vote was called

AYES: Vernon D. Burns  
Diane Para  
Toni Squires  
Nicole Terminelli  
David King  
Jennifer Quirk-Pickman

MOTION CARRIED

\*The resolution was submitted with an error in the OBPA portion of the financing. A motion to amend the amount was made by Toni Squires and seconded by Nicole Terminelli. A verbal vote was taken and the motion was passed. The correct figure is in the minutes.

4. Approval of Grant Offer with the New York State Department of Transportation to Construct Terminal Renovation and Expansion: Bid Packages Phase 2. On a motion from Diane Para, seconded by Jennifer Quirk-Pickman, it was

**RESOLVED**, that the Executive Director is hereby authorized and directed to execute a Grant Offer with the New York State Department of Transportation to accept the OGS FY-2024 BIL AIG Grant Offer PIN 7903.18 to the Ogdensburg Bridge and Port Authority in the amount of \$67,502.00 to construct Terminal Renovation and Expansion: Bid Package 1 and 2 as listed below:

**Project Description:**

Expand the existing terminal by 3,508 feet, including ticket lobby, baggage screening, and baggage claim - Phase 2 Construction - Reconstruct 3,625 feet of the existing terminal, including ticket lobby, baggage screening, and baggage claim - Phase 2 Construction.

Financing participation is as follows:

Federal Aviation Administration (95%)	\$2,565,051.00
<b>New York State Department of Transportation (2.5%)</b>	<b>\$ 67,502.00</b>
Ogdensburg Bridge and Port Authority (2.5%)	<u>\$ 67,502.00</u>
	\$2,700,054.00

A vote was called

AYES: Diane Para  
Toni Squires  
Nicole Terminelli  
David King  
Jennifer Quirk-Pickman  
Vernon D. Burns

MOTION CARRIED

- b. Port of Ogdensburg  
None
- c. New York & Ogdensburg Railroad  
None
- d. Border Station  
None

h. Other Such Matters

1. Accepting the Retirement of Executive Director Steven J. Lawrence. On a motion from Toni Squires, seconded by Diane Para, it was

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Directors of the Ogdensburg Bridge and Port Authority hereby accepts the retirement of Steven J. Lawrence, effective April 10, 2026; and

**BE IT FURTHER RESOLVED** that the Board expresses its sincere appreciation and gratitude to Steven J. Lawrence for his years of service, leadership and commitment to the Authority, its employees, stakeholders and the North Country.

A vote was called

AYES: Toni Squires  
Nicole Terminelli  
David King  
Jennifer Quirk-Pickman  
Vernon D. Burns  
Diane Para

MOTION CARRIED

2. Appointment of Executive Director. On a motion from Toni Squires, seconded by Diane Para, it was,

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Directors of the Ogdensburg Bridge & Port Authority hereby appoints Anthony Adamczyk as Executive Director, effective April 11, 2026, following the retirement of Steven J. Lawrence; and

**BE IT FURTHER RESOLVED** that the Chair of the Board is authorized to execute and employment agreement and take all actions necessary and appropriate to effectuate this appointment, consistent with Board direction and applicable law; and

**BE IT FURTHER RESOLVED** that the Board expresses its appreciation to Steven J. Lawrence for his years of dedicated service and leadership to the Authority and its mission.

A vote was called

AYES: Nicole Terminelli  
David King  
Jennifer Quirk-Pickman  
Vernon D. Burns  
Diane Para  
Toni Squires

MOTION CARRIED

VII. Concluding Comments from Citizens, Board Members, and/or Authority Staff

VIII. Next Meeting Date

The next Board meeting is proposed for Thursday, March 12, 2026, at 5:00 PM in the new conference room at the Ogdensburg International Airport. Board Chairman Vernon D. Burns requested Susan to poll the Board to see if we have a quorum.

IX. Adjournment

On a motion by Diane Para, seconded by Nicole Terminelli, the meeting adjourned at 7:20 PM.

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Jennifer Quirk-Pickman  
Secretary

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Vernon D. Burns  
Chairperson

**OGDENSBURG BRIDGE & PORT AUTHORITY**  
**STATEMENT OF FINANCIAL POSITION**  
as of January 31, 2026

**Current Assets:**

Cash - Checking Accounts	\$ 132,491	
Cash - Reserves & Other Restricted Accounts	10,234,611	①
Cash - Security Deposits	151,411	
Accounts Receivable - Regular	283,491	
Grants Receivable	2,939,123	
Investments	-	
Inventories	12,908	
Prepaid Expenses	240,949	
Total Current Assets	<u>\$ 13,994,983</u>	

**Fixed Assets:**

Land & Land Improvements	\$ 48,424,249	
Buildings & Building Improvements	108,711,370	
Machinery & Equipment	8,946,184	
Vehicles	2,018,770	
Furniture & Fixtures	142,506	
Signage	181,132	
Bond Issuance Costs - 2017 Series	157,054	
Total Fixed Assets	\$ 168,581,265	
Less Accumulated Depreciation	<u>(88,477,826)</u>	
Net Fixed Assets	<u>\$ 80,103,439</u>	

**Other Assets:**

1,193,640

**Construction in Progress**

\$ 27,817,262 ②

**TOTAL ASSETS** \$ 123,109,324

**Current Liabilities:**

Accounts Payable - Regular	250,005	③
Accounts Payable - All Project A/P	174,349	
Current Portion of Long Term Debt	940,823	
Accrued Expenses	22,604,054	
Total Current Liabilities	<u>23,969,230</u>	

**Other General Liabilities**

1,992,720

**Long Term Liabilities**

Long Term Portion of Long Term Debt	7,118,418	
Total Long Term Liabilities	<u>7,118,418</u>	

**Capital**

90,028,956

**TOTAL LIABILITIES** 123,109,324

(0)

①	Restricted Accounts - Top 5 Bank Accounts	
	Royal Bank of Canada Investment	6,199,311
	Consolidated Reserve Fund - CBNA	2,618,588
	Debt Service Reserve Fund - Wilmington Trust	577,931
	Aviation Credit Card - FBO Fueling/Landing Fees/etc.	250,923
	Tompkins Trust - Compensating Balance Account	218,507
		<u>9,865,259</u>
	8 Additional Restricted Bank Accounts share the balance	369,352
②	Construction in Progress - Top 4 Projects	
	Airport Revitalization Project	22,876,761
	Airport EA PH 1 Drainage & Terminal Area	2,259,594
	Port - Dock Wall Expansion	803,369
	CIP - Building Construction (Childcare Bldg)	437,401
		<u>26,377,126</u>
	6 Additional Projects share the balance	1,440,137
③	Regular Accounts Payable - Top 7-10 Vendors	
	Wladis	44,100.00
	Liberty Utilities	41,932.32
	Comptroller, City of O'burg: Water/Sewer & LEO	32,193.77
	Parsons	22,494.50
	OMLC	15,605.07
	Trego Dugan	10,520.00
	MX Fuels	8,909.54
	Strategic Development	7,600.00
	Adirondack Techs	6,784.10
		<u>190,139</u>
	30 +/- Additional Vendors share the balance	59,866

**OGDENSBURG BRIDGE & PORT AUTHORITY: JANUARY 2026 BUDGET TO ACTUAL**

**INCOME**

	Monthly Budget	Monthly Actual	Over/ (Under)	YTD Budget	YTD Actual	Over/ (Under)
Bridge Revenue	273,508	230,710	(42,798)	3,144,682	2,701,497	(443,185)
Airport Revenue	29,298	56,581	27,283	292,670	615,635	322,965
Airport Revenue - Fuel Sales	15,381	12,496	(2,885)	223,297	262,667	39,370
Airport Revenue - Event Space	2,300	0	(2,300)	13,100	0	(13,100)
Commerce Park Campus Revenue	75,831	87,302	11,471	758,311	917,101	158,790
Marine Terminal (Port) Revenue	101,525	67,562	(33,963)	1,141,541	1,180,778	39,237
Marine Terminal - Interest Income	0	15,998	15,998	0	272,312	272,312
Railroad Revenue	0	0	0	0	24,794	24,794
<b>TOTAL INCOME</b>	<b>497,843</b>	<b>470,649</b>	<b>(27,194)</b>	<b>5,573,601</b>	<b>5,974,784</b>	<b>401,183</b>

**EXPENSES**

	Monthly Budget	Monthly Actual	Over/ (Under)	YTD Budget	YTD Actual	Over/ (Under)
<b>BRIDGE EXPENSE</b>						
Salary Expense	177,242	130,233	(47,009)	1,335,857	1,310,022	(25,835)
Employee Benefits	56,177	42,544	(13,633)	781,366	660,456	(120,910)
Maintenance Expense	7,445	29,270	21,825	78,860	141,585	62,725
Bridge Maintenance Expense	0	26,362	26,362	82,989	69,774	(13,215)
Utility Expense	8,450	7,790	(660)	74,997	70,231	(4,766)
General Expenses	45,028	52,624	7,596	450,277	503,913	49,176
Legal Expense	11,000	61,313	50,313	119,500	394,158	274,658
<b>TOTAL BRIDGE EXPENSES</b>	<b>305,342</b>	<b>350,136</b>	<b>44,794</b>	<b>2,923,846</b>	<b>3,150,139</b>	<b>221,833</b>

**AIRPORT EXPENSE**

	Monthly Budget	Monthly Actual	Over/ (Under)	YTD Budget	YTD Actual	Over/ (Under)
Salary Expense	72,911	45,870	(27,041)	476,516	442,939	(33,577)
Employee Benefits	15,428	13,789	(1,639)	201,866	219,739	17,873
Maintenance Expense	5,000	28,757	23,757	55,500	166,924	111,424
Fuel Sales Expense	2,534	0	(2,534)	128,404	142,245	13,841
Utility Expense	13,249	4,407	(8,842)	94,879	61,319	(33,560)
General Expenses	56,082	53,092	(2,990)	560,820	478,443	(82,377)
Interest Expense	0	11,866	11,866	28,875	121,082	92,207
Legal Expense	8,500	0	(8,500)	81,000	11,363	(69,637)
Event Space Expense	1,420	0	(1,420)	4,260	0	(4,260)

TOTAL AIRPORT EXPENSES	175,124	157,781	(17,343)	1,632,120	1,644,054	11,934
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**COMMERCE PARK EXPENSE**

Salary Expense	5,585	3,268	(2,317)	40,954	34,620	(6,334)
Employee Benefits	2,077	320	(1,757)	18,717	10,536	(8,181)
Maintenance Expense	1,845	999	(846)	23,260	108,407	85,147
Utility Expense	26,323	5,063	(21,260)	167,205	70,495	(96,710)
General Expenses	5,197	3,341	(1,856)	51,976	44,603	(7,373)
Interest Expense	1,630	482	(1,148)	16,300	19,070	2,770
Legal Expenses	1,250	0	(1,250)	12,500	0	(12,500)
TOTAL INDUSTRIAL PARK EXPENSES	43,907	13,473	(30,434)	330,912	287,731	(43,181)

**MARINE TERMINAL (PORT) EXPENSE**

Salary Expense	55,378	23,395	(31,983)	317,361	226,158	(91,203)
Employee Benefits	7,264	12,110	4,846	111,512	131,301	19,789
Maintenance Expense	19,252	22,039	2,787	183,625	157,363	(26,262)
Utility Expense	5,274	4,646	(628)	48,774	45,574	(3,200)
General Expenses	28,167	30,278	2,111	281,670	229,041	(52,629)
Interest Expense	2,200	0	(2,200)	17,600	9	(17,591)
Legal Expense	4,250	0	(4,250)	41,500	6,853	(34,647)
TOTAL MARINE TERMINAL EXPENSES	121,785	92,468	(29,317)	1,002,042	796,299	(205,743)

**RAILROAD EXPENSES**

	0	0	0	0	0	0
--	---	---	---	---	---	---

**BORDER STATION EXPENSES**

	0	7,428	7,428	0	54,308	54,308
--	---	-------	-------	---	--------	--------

**TOTAL EXPENSES**

	646,158	621,286	(24,872)	5,888,920	5,932,531	43,611
--	---------	---------	----------	-----------	-----------	--------

**OPERATING INCOME (Net Gain/(Loss))**

	(148,315)	(150,637)	(315,319)	42,253		
--	-----------	-----------	-----------	--------	--	--

**Debt Service**

	---	72,633	---	---	920,231	
--	-----	--------	-----	-----	---------	--

**OPBA Portion of Projects & Capital**

	---	(2,764,129)	---	---	492,084	
--	-----	-------------	-----	-----	---------	--

**OPERATING INCOME (Net Gain/(Loss))**

	2,540,859				(1,370,062)	
--	-----------	--	--	--	-------------	--





Ogdensburg Bridge and Port Authority  
February Port Activity

	# of units	Sum of Tonnage
Vessels		
Inbound	-	
Outbound		
Trucks		
Inbound		
Outbound	594	19,623
Rail		
Inbound	-	-
Outbound		
Grand Total	594	19,623

Annual Summary

Salt		
Outbound		179,241.45
Inbound		116,595.10
Grain		
Outbound		7,847.80
Inbound		6,670



**OGDENSBURG BRIDGE & PORT AUTHORITY**  
**BUILDING OCCUPANCY REPORT**  
 March 18, 2026

**Commerce Park Campus**

<i>Building</i>	<i>% Occupied</i>	<i>Total SF</i>	<i>Available</i>	<i>Occupied</i>	<i>Tenant</i>
1	98%	30,000	750	7,356	Lincare
				5,708	6482228 Canada Inc.
				3,626	Oburg Parcel Service / AB Tech.
				1,650	Med-Eng
				1,217	Bluebird at Commerce Park
				424	Miracle Ear / Quality Hearing
				300	West End Asset Management
				211	KDM Analytics
				8,758	Non-Rentable
3	88%	15,000	1,773	7,971	Strader-Ferris
				4,860	AN Deringer
				256	5G Technologies USA
				140	Non-Rentable
4	67%	20,000	6,577	4,892	T-Base Communications
				3,566	6482228 Canada Inc.
				2,324	Day Automation
				1,516	DASNY
				850	Matrix Instruments
				275	Non-Rentable
6	100%	30,000	0	28,825	Strader-Ferris
				1,175	Non-Rentable
11	100%	40,000	0	20,000	Strader-Ferris
				20,000	Frank Ralphs, Inc.
12	100%	11,200	0	8,776	T-Base Communications
				2,424	NYS Legal Service
14	100%	24,000	0	23,220	Med-Eng
				780	Non-Rentable
	95%	170,200	9,100	161,100	

**Bridge Administration Building**

<i>Suite</i>	<i>% Occupied</i>	<i>Total SF</i>	<i>Available</i>	<i>Occupied</i>	<i>Tenant</i>
BAB	98%	5,316	120		
103				536	OBPA Economic Development
104				1,054	SUNY IT
201A			120	0	Vacant
201B				140	Cortech/Penski
201C				368	OBPA Executive Director
204				1,689	Stephens Media Group
205				207	Griffith/Lambert
206				182	Griffith/Lambert
207A				170	Dan Dodge
207B				220	Mack Global Engineering
208				158	Barbara Pleet
209				180	Knudsen Systems
210				292	Glenda Jones
	98%	5,316	240	5,196	

**Port of Ogdensburg**

<i>Building</i>	<i>% Occupied</i>	<i>Total SF</i>	<i>Available</i>	<i>Occupied</i>	<i>Tenant</i>
P2	100%	30,000	0	30,000	Compass Minerals/Thawrox
P3	100%	20,000	0	19,607	Ingredion - Grain Storage
				393	NYOG Office
P4	100%	15,000	0	15,000	Corning
P5	33%	40,000	26,667	13,333	Ingredion - Grain Storage
P6	40%	20,000	12,000	8,000	Port Operations
P8	100%	23,000	0	23,000	Compass Minerals/Thawrox
Yard	100%	43,560	0	43,560	Steel Beam Storage
	80%	191,560	38,667	152,893	

**Ogdensburg International Airport**

<i>Building</i>	<i>% Occupied</i>	<i>Total SF</i>	<i>Available</i>	<i>Occupied</i>	<i>Tenant</i>
Terminal	100%	10,800	0	10,800	TSA/Trego-Dugan
Hangar	100%	3,672	0	3,672	OGS Equipment Storage
GSE	100%	6,324	0	3,162	Trego-Dugan
				3,162	OGS Equipment Storage
T-Hangar	82%	11,550	2,072		
1				1,036	Robertson
2				1,108	Richardson
3				1,036	Proven
4				1,036	Weston
5			1,036	0	Vacant
6				1,036	Bogardus
7				1,036	Kelly
8				1,036	Tate
9				1,108	Oudheusden
10			1,036	0	Vacant
				1,046	Mechanical / Operations Storage
	94%	32,346	4,144	30,274	

**OGDENSBURG BRIDGE & PORT AUTHORITY**  
**March 18, 2026, BOARD MEETING**

Agenda Item A. Aerial Boom Lift Rental

1. Approval of Aerial Boom Lift Rental with Haggett Excavating

**REPORT:**

An aerial boom lift is necessary to support safety training, building maintenance activities, and the biannual bridge inspection. The training is part of a PERMA safety grant that was awarded to the Ogdensburg Bridge and Port Authority. Renting the equipment will allow the organization to safely and efficiently perform these required tasks without the expense of purchasing equipment.

A breakdown of the quotes received is below.

Haggett Excavation	\$14,200.00
Herc Rentals	\$15,524.00
United Rentals	\$14,600.00

Staff reviewed the details of this purchase and recommends purchasing this service from Haggett Excavation, a total cost not to exceed \$14,200.00.

**RESOLUTION:**

RESOLVED, that the Director of Operations is hereby authorized and directed to execute a Purchase Order with Haggett Excavation to rent an Aerial Boom Lift, a total cost not to exceed \$14,200.00.

INITIATOR/PREPARER: **James D. Chase**

APPROVED BY:



MOTION PASSED BY: \_\_\_\_\_

Unanimous: Yes

No

SECONDED BY: \_\_\_\_\_

Abstained By: \_\_\_\_\_

**OGDENSBURG BRIDGE & PORT AUTHORITY  
MARCH 18, 2026 BOARD MEETING**

Agenda Item C. Commerce Park Campus

- 1) Approval of a Proposal from C&S Companies for Construction and Design Services for the Commerce Park Campus Childcare Facility Project.

**REPORT:**

WHEREAS, the Ogdensburg Bridge and Port Authority ("OBPA") is advancing the development of a 15,000 square foot Child Care Facility on the Commerce Park Campus in Ogdensburg, New York; and

WHEREAS, the proposed Child Care Facility is designed to provide approximately 125 childcare slots and serve as a regional model for testing and implementing remedial and support programs benefiting children, parents, and area businesses; and

WHEREAS, in April 2024, the OBPA Board of Directors approved a proposal from C&S Companies to provide project architectural, engineering, and design services for the Childcare Facility project, which services have since been completed and paid for with OBPA funds; and

WHEREAS, the United States Department of Agriculture (USDA) requires that OBPA have a Construction Design and Administration Services agreement in place prior to full obligation of grant funding for the project; and

WHEREAS, C&S Companies has submitted a proposal to provide Construction Design and Administration Services for the project in the amount of \$170,650.00; and

WHEREAS, funding for these services is anticipated to be provided through the revised project budget request currently under development; and

WHEREAS, execution of the agreement with C&S Companies shall be solely dependent upon OBPA's ability to secure the additional funding necessary to advance the project.

Staff recommends approval of this proposal with C&S Companies.

**RESOLUTION:**

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the Ogdensburg Bridge and Port Authority hereby approves the proposal from C&S Companies in the amount of \$170,650.00 for Construction Design and Administration Services associated with the 15,000 square foot Child Care Facility project; and

BE IT FURTHER RESOLVED, that the Executive Director is authorized to execute all agreements and related documents necessary to effectuate this Resolution, contingent upon OBPA securing sufficient additional project funding.

INITIATOR/PREPARER: Anthony Adamczyk

APPROVED BY: 

MOTION PASSED BY: \_\_\_\_\_

Unanimous: Yes      No

SECONDED BY: \_\_\_\_\_

Abstained By: \_\_\_\_\_

January 21, 2026

Steve Lawrence, Executive Director  
Ogdensburg Bridge and Port Authority  
1 Bridge Plaza  
Ogdensburg, New York

Re: **Proposed Child Care Center**

File: 393.001.001

Dear Steve:

C&S Engineers Inc. is pleased to present this cost proposal for the design and construction administration of your proposed Child Care Center in the OBPA park.

**PROJECT DESCRIPTION:**

Generally, the project consists of the Scope of Work outlined below:

As we understand, the Ogdensburg Bridge and Port Authority would like to re-bid a 15,000 square foot Child Care facility on the Commerce Park Campus in Ogdensburg, New York. The Center has been designed and previously Bid. The center will provide 125 actual child care slots which will also serve for testing and remedial plans to benefit children, parents and businesses in the area. The building was designed as a one (1) story, wood framed structure. The project will also include but not limited to all site related features such as parking lots, sidewalks & landscaping.

**SCOPE OF SERVICES:**

Considering the above Scope of Work, C&S's Scope of Services are as follows:

**Bid Document Phase:**

- The Construction Documents will have to be updated to meet the new 2025 NYS Family of Codes, including but not limited to the NYS Energy Conservation Code.

**Bidding Phase:**

- Assist in solicitation of contractors thru advertised public bid process. Packaged as one prime contract for General Construction.
- Electronic distribution of bid documents to owner and local Builders Exchanges.
- Respond to bidder questions with written addenda and any required supplemental drawings.
- Conduct a pre-bid walk thru with the Contractors.
- Prepare a bid tabulation sheet.

- Review bids received to determine technical responsiveness and bidder experience and qualification to perform the work.
- Assist the Owner with the selection of the best qualified Bidder.
- Provide written recommendation to Owner for award of contract.

#### **Construction Administration Phase:**

- Review Contractor's bonds and insurances.
- Review and certify Contractor's schedule of values.
- Draft and execute owner / Contractor AIA agreement.
- Attend pre-construction meeting (at site) with Owner, Resident Project Representative (RPR) and Contractor. Meeting minutes by (RPR).
- One review for each shop drawing submittal.
- Periodically observe the Contractor's activities with regard to compliance with contract specifications and drawings (once to twice a month). Attend job meeting (at site) with Owner, RPR and Contractor. Meeting minutes by (RPR).
- Provide job clarifications and field directives as necessary.
- Assist in developing modifications and change orders to the contract where necessary whether the modifications are developed by the Engineer, the Owner, or result from claims submitted by the Contractor. All change orders shall be approved by Owner prior to proceeding with said work.
- Review Form E by Rural Development.
- Review certificates for payment and Form E and authorize payment for work completed less retainage.
- Conduct a final walk thru with Owner and RPR and distribute a punch list to the Contractor and copy owner.
- One final inspection of completed punch list items.
- Review close out paperwork including but not limited to Substantial Completion, Release of Liens and Warranty information.

#### **ASSUMPTIONS:**

- All approval and permit-related fees are by the Owner.
- As we understand the Owner will retain a Resident Project Representative (RPR or Clerk of the Works) to monitor daily or weekly progress and conduct / document bi-weekly progress meetings.
- Project to be re-bid with no changes to the existing documents, other than changes required to comply with the current Codes, Rules and Regulations of New York State.

**FEE:**

We propose providing the Construction Administration services associated with this project for a lump sum fee of **\$170,650** which includes direct expenses. We have priced our professional services for this project as competitively as possible. Our goal is to deliver excellent professional services throughout the project while maintaining a reasonable funding stream to achieve a successful project. If the Scope of Service changes, this amount may require revision. However, no additional amount will be expended without your prior authorization.

This proposal, including the attached Terms and Conditions, will become an agreement upon your acceptance, as acknowledged below. Your acceptance will constitute authorization to proceed on this project.

If you have any questions or require additional information, please do not hesitate to contact me.

Sincerely,  
C&S ARCHITECTS, ENGINEERS, &  
LANDSCAPE ARCHITECT, LLC



Patrick J. Currier, Sr. R.A  
Managing Architect

Accepted this _____ day of _____, 2026  By: _____ Authorized Representative
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*\*C&S Architects, Engineers, & Landscape Architect, LLC is our primary architectural practice; however, C&S Engineers, Inc. will be the contracting entity.*

**OGDENSBURG BRIDGE & PORT AUTHORITY  
MARCH 18, 2026 BOARD MEETING**

Agenda Item C. Commerce Park Campus  
2) Approval of Tenant Entrance Door Replacement

**REPORT:**

The Tenant Entry Door at the Commerce Park Campus Building Six is in need of repair and no longer meets energy efficiency or aesthetic standards. The replacement of the Entry Door is necessary to maintain functionality, thermal efficiency, and appearance of the property. The following bids were received for the project.

Northern Glass	\$9,093.60
Colton Glass	\$8,450.00

The scope of work for this upgrade includes: demolition of existing door, preparing the opening, installing new door and related hardware, as well as ensuring the function of all components to complete the project.

Staff reviewed the details of this purchase and recommends purchasing this service from Colton Glass & Mirror, Inc. for the amount of \$8,450.00

**RESOLUTION:**

RESOLVED, that the Director of Operations is hereby authorized and directed to execute a Purchase Order with Colton Glass & Mirror, Inc. to upgrade the Tenant Entry Door at Commerce Park Campus Building Six, a total cost not to exceed \$8,450.00.

INITIATOR/PREPARER: James D. Chase APPROVED BY:  

MOTION PASSED BY: \_\_\_\_\_ Unanimous:            Yes            No

SECONDED BY: \_\_\_\_\_ Abstained By: \_\_\_\_\_

**OGDENSBURG BRIDGE & PORT AUTHORITY**  
**MARCH 18, 2026, BOARD MEETING**

Agenda Item D. Ogdensburg International Airport

1.Approval of Grant Offer (PIN 7903.21) with the New York State Department of Transportation to Construct Terminal Renovation and Expansion

**REPORT:**

The New York State Department of Transportation (NYSDOT) is requesting that the Ogdensburg Bridge and Port Authority receive Board approval to execute a NYSDOT grant offer PIN 7903.21. In anticipation of the NYSDOT grant offer, it is requested that the Board approve the Executive Director to sign the FY-2025 Grant Application – AIP Grant Offer for NYS Match to the Ogdensburg Bridge and Port Authority in the amount of \$7,422.00 to construct Terminal Renovation and Expansion as listed below:

**Project Description:**

Expand the existing terminal by 1,505 square feet, including a 1,287 square foot portion of the canopy (out of 1,505 square feet -Phase 3 Construction

Financing participation is as follows:

Federal Aviation Administration (95%)	\$282,000.00
<b>New York State Department of Transportation (2.5%)</b>	<b>\$ 7,422.00</b>
Ogdensburg Bridge and Port Authority (2.5%)	<u>\$ 7,421.00</u>
	\$296,843.00

Staff requests Board approval to accept this AIP Grant Offer for NYS Match agreement with the New York State Department of Transportation upon receipt of Grant offer.

**RESOLUTION:**

RESOLVED, that the Executive Director is hereby authorized and directed to execute a AIP Grant Offer for NYS Match with the New York State Department of Transportation to accept the OGS FY-2025 AIP Grant Offer PIN 7903.21 to the Ogdensburg Bridge and Port Authority in the amount of \$7,422.00 to construct Terminal Renovation and Expansion as listed below:

**Project Description:**

Expand the existing terminal by 1,505 square feet, including a 1,287 square foot portion of the canopy (out of 1,505 square feet -Phase 3 Construction

Financing participation is as follows:

Federal Aviation Administration (95%)	\$282,000.00
<b>New York State Department of Transportation (2.5%)</b>	<b>\$ 7,422.00</b>
Ogdensburg Bridge and Port Authority (2.5%)	<u>\$ 7,421.00</u>
	\$296,843.00

Staff requests Board approval to accept this AIP Grant Offer for NYS Match with the New York State Department of Transportation upon receipt of Grant offer.

INITIATOR/PREPARER: Anthony Adamczyk APPROVED BY: 

MOTION PASSED BY: \_\_\_\_\_ Unanimous: Yes                      No

SECONDED BY: \_\_\_\_\_ Abstained By: \_\_\_\_\_



**OGDENSBURG BRIDGE & PORT AUTHORITY  
MARCH 18, 2026, BOARD MEETING**

Agenda Item D. Ogdensburg International Airport  
2. Approval of Grant Offer (PIN 7903.22) with the New York State Department of Transportation to Conduct a Hazard Assessment Management Plan

**REPORT:**

The New York State Department of Transportation (NYSDOT) is requesting that the Ogdensburg Bridge and Port Authority receive Board approval to execute a NYSDOT grant offer PIN 7903.22. In anticipation of the NYSDOT grant offer, it is requested that the Board approve the Executive Director to sign the FY-2025 Grant Application - AIP Grant Offer for NYS Match to the Ogdensburg Bridge and Port Authority in the amount of \$4,768.00 to Conduct a Hazard Assessment Management Plan as listed below:

**Project Description:**

Conduct an Airport Wildlife Hazard Assessment. Develop a Wildlife Hazard management Plan.

Financing participation is as follows:

Federal Aviation Administration (95%)	\$181,174.00
<b>New York State Department of Transportation (2.5%)</b>	<b>\$ 4,768.00</b>
Ogdensburg Bridge and Port Authority (2.5%)	<u>\$ 4,768.00</u>
	\$190,710.00

Staff requests Board approval to accept this AIP Grant Offer for NYS Match agreement with the New York State Department of Transportation upon receipt of Grant offer.

**RESOLUTION:**

RESOLVED, that the Executive Director is hereby authorized and directed to execute a AIP Grant Offer for NYS Match with the New York State Department of Transportation to accept the OGS FY-2025 AIP Grant Offer PIN 7903.22 to the Ogdensburg Bridge and Port Authority in the amount of \$4,768.00 to Conduct a Hazard Assessment Management Plan as listed below:

**Project Description:**

Conduct an Airport Wildlife Hazard Assessment. Develop a Wildlife Hazard management Plan.

Financing participation is as follows:

Federal Aviation Administration (95%)	\$181,174.00
<b>New York State Department of Transportation (2.5%)</b>	<b>\$ 4,768.00</b>
Ogdensburg Bridge and Port Authority (2.5%)	<u>\$ 4,768.00</u>
	\$190,710.00

Staff requests Board approval to accept this AIP Grant Offer for NYS Match with the New York State Department of Transportation upon receipt of Grant offer.

INITIATOR/PREPARER: Charlie Garrelts APPROVED BY: 

MOTION PASSED BY: \_\_\_\_\_ Unanimous: Yes No

SECONDED BY: \_\_\_\_\_ Abstained By: \_\_\_\_\_

**Contract:** T042301  
**Grantee:** Ogdensburg Bridge and Port Authority  
**Facility:** OGDENSBURG INTERNATIONAL



**Schedule A-2**

PIN	Project Description	Estimated Total Cost	Federal Share	Local Share	State Share
7903.22	Conduct an airport wildlife hazard assessment. Develop a wildlife hazard management plan	\$190,710.00	\$181,174.00	\$4,768.00	\$4,768.00
Maximum State Share Payable*					\$5,483.20

\* The State share payable under this Agreement is 50% of the non-federal share of eligible costs. In accordance with the separate federal grant referenced herein, the federal share shown above may be increased administratively, upon request of the grantee based on increases in eligible costs, to a maximum of 15%. If and when the federal share increases, the State share shall be increased proportionately, without further amendment to this Agreement, up to the maximum amount shown above.

**OGDENSBURG BRIDGE & PORT AUTHORITY  
MARCH 18, 2026, BOARD MEETING**

Agenda Item D. Ogdensburg International Airport

3. Approval of Grant Offer (PIN 7903.23) with the New York State Department of Transportation to Construct Terminal Renovation and Expansion

**REPORT:**

The New York State Department of Transportation (NYSDOT) is requesting that the Ogdensburg Bridge and Port Authority receive Board approval to execute a NYSDOT grant offer PIN 7903.23. In anticipation of the NYSDOT grant offer, it is requested that the Board approve the Executive Director to sign the AIP FY-2025 Grant Application - AIP Grant Offer for NYS Match to the Ogdensburg Bridge and Port Authority in the amount of \$12,552.00 to construct Terminal Renovation and Expansion as listed below:

**Project Description:**

Expand the existing terminal by 1,505 square feet, including a 218 square foot portion of the existing canopy, and the ticketing lobby, screening and baggage claim areas-Phase 4 Construction

Financing participation is as follows:

Federal Aviation Administration (95%)	\$476,968.00
<b>New York State Department of Transportation (2.5%)</b>	<b>\$ 12,552.00</b>
Ogdensburg Bridge and Port Authority (2.5%)	<u>\$ 12,552.00</u>
	\$502,072.00

Staff requests Board approval to accept this AIP Grant Offer for NYS Match agreement with the New York State Department of Transportation upon receipt of Grant offer.

**RESOLUTION:**

RESOLVED, that the Executive Director is hereby authorized and directed to execute a AIP Grant Offer for NYS Match with the New York State Department of Transportation to accept the OGS FY-2025 AIP Grant Offer PIN 7903.23 to the Ogdensburg Bridge and Port Authority in the amount of \$12,552.00 to construct Terminal Renovation and Expansion as listed below:

**Project Description:**

Expand the existing terminal by 1,505 square feet, including a 218 square foot portion of the existing canopy, and the ticketing lobby, screening and baggage claim areas-Phase 4 Construction

Financing participation is as follows:

Federal Aviation Administration (95%)	\$476,968.00
<b>New York State Department of Transportation (2.5%)</b>	<b>\$ 12,552.00</b>
Ogdensburg Bridge and Port Authority (2.5%)	<u>\$ 12,552.00</u>
	\$502,072.00

Staff requests Board approval to accept this AIP Grant Offer for NYS Match with the New York State Department of Transportation upon receipt of Grant offer.

INITIATOR/PREPARER: Anthony Adamczyk

APPROVED BY: 

MOTION PASSED BY: \_\_\_\_\_

Unanimous: Yes

No

SECONDED BY: \_\_\_\_\_

Abstained By: \_\_\_\_\_

**Contract:** T042301  
**Grantee:** Ogdensburg Bridge and Port Authority  
**Facility:** OGDENSBURG INTERNATIONAL



**Schedule A-3**

PIN	Project Description	Estimated Total Cost	Federal Share	Local Share	State Share
7903.23	Expand existing terminal by 1,505 square feet, including a 218 square foot portion of the existing canopy, and the ticketing lobby, screening, and baggage claim areas - Phase IV Construction	\$502,072.00	\$476,968.00	\$12,552.00	\$12,552.00
<b>Maximum State Share Payable*</b>					<b>\$14,434.80</b>

\* The State share payable under this Agreement is 50% of the non-federal share of eligible costs. In accordance with the separate federal grant referenced herein, the federal share shown above may be increased administratively, upon request of the grantee based on increases in eligible costs, to a maximum of 15%. If and when the federal share increases, the State share shall be increased proportionately, without further amendment to this Agreement, up to the maximum amount shown above.

**OGDENSBURG BRIDGE & PORT AUTHORITY  
MARCH 18, 2026, BOARD MEETING**

Agenda Item E. Port of Ogdensburg

1) Authorization to Execute MARAD FY 2023 PIDP Grant Agreement- Port of Ogdensburg Terminal Expansion Project

**REPORT:**

WHEREAS, the Ogdensburg Bridge and Port Authority, hereinafter referred to as the "Authority," has been awarded a grant under the U.S. Department of Transportation Maritime Administration's Fiscal Year 2023 Port Infrastructure Development Program in the amount of \$5,107,649 for the Port of Ogdensburg Terminal Expansion Project; and

WHEREAS, the Project consists generally of an approximately 435 linear-foot expansion of the Authority's main dock terminal, installation of a mooring dolphin system, shoreline stabilization improvements, and dredging to establish a new berthing area immediately adjacent to the expanded dock structure; and

WHEREAS, the total eligible Project cost is \$18,687,564, comprised of \$5,107,649 in PIDP Federal funds and \$13,579,915 in non-Federal funds; and

WHEREAS, the Grant Agreement establishes a Period of Performance ending March 31, 2029; and

WHEREAS, the Maritime Administration has issued a Finding of No Significant Impact, thereby satisfying federal environmental review requirements; and

WHEREAS, execution of said Grant Agreement is necessary for the Authority to obligate and access the awarded Federal funds and to proceed with implementation of the Terminal Expansion Project in accordance with federal requirements;

**RESOLUTION:**

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the Ogdensburg Bridge and Port Authority hereby accepts the MARAD FY 2023 Port Infrastructure Development Program Grant in the amount of \$5,107,649 for the Port of Ogdensburg Terminal Expansion Project; and

BE IT FURTHER RESOLVED, that the Executive Director is hereby authorized and directed to execute the Grant Agreement and any associated certifications, assurances, and required documentation on behalf of the Authority; and

BE IT FURTHER RESOLVED, that the Executive Director is authorized to take all actions necessary and appropriate to implement the Project in accordance with the terms and conditions of the Grant Agreement and applicable federal regulations; and

BE IT FINALLY RESOLVED, that this Resolution shall take effect immediately.

INITIATOR/PREPARER: Anthony Adamczyk APPROVED BY:  

MOTION PASSED BY: \_\_\_\_\_ Unanimous: Yes                      No

SECONDED BY: \_\_\_\_\_ Abstained By: \_\_\_\_\_

**U.S. DEPARTMENT OF TRANSPORTATION  
MARITIME ADMINISTRATION**

**GRANT AGREEMENT UNDER THE  
FISCAL YEAR 2023 PORT INFRASTRUCTURE DEVELOPMENT PROGRAM (PIDP)**

MARAD FY 2023 PIDP Grant No. 693JF72444087

702333PIDG 2026 IPO2444087 0000150000 41010 61006600 — \$5,107,649

This agreement is between the United States Department of Transportation Maritime Administration (“MARAD”) and the Ogdensburg Bridge and Port Authority (the “Recipient”).

This agreement reflects the selection of the Recipient to receive a PIDP Grant for the Port of Ogdensburg Terminal Expansion Project.

The parties therefore agree to the following:

**ARTICLE 1  
GENERAL TERMS AND CONDITIONS**

**1.1 General Terms and Conditions.**

- (a) In this agreement, “General Terms and Conditions” means the content of the document titled “General Terms and Conditions Under the Fiscal Year 2023 Port Infrastructure Development Program Grants,” dated November 20, 2025, which is available at <https://www.maritime.dot.gov/grants/federal-grant-assistance/federal-grant-assistance>. The General Terms and Conditions reference the information contained in the schedules to this agreement. The General Terms and Conditions are part of this agreement.
- (b) The Recipient states that it has knowledge of the General Terms and Conditions.
- (c) The Recipient acknowledges that the General Terms and Conditions impose obligations on the Recipient and that the Recipient’s non-compliance with the General Terms and Conditions may result in remedial action, terminating of the PIDP Grant, disallowing costs incurred for the Project, requiring the Recipient to refund to MARAD the PIDP Grant, and reporting the non-compliance in the Federal-government-wide integrity and performance system.

**ARTICLE 2  
SPECIAL TERMS AND CONDITIONS**

There are no special terms for this award.

**SCHEDULE A  
ADMINISTRATIVE INFORMATION**

**1. Application.**

Application Title: Port of Ogdensburg Terminal Expansion

Application Date: April 26, 2023

**2. Recipient's Unique Entity Identifier.**

Recipient's Unique Entity Identifier: MXZTTVS52ZJ3

**3. Recipient Contact(s).**

Steve Lawrence  
Executive Director  
Ogdensburg Bridge and Port Authority  
1 Bridge Plaza  
Ogdensburg, NY 13669-2201  
(315) 393-4080 ext. 226  
[slawrence@ogdensport.com](mailto:slawrence@ogdensport.com)

and

Anthony Adamczyk  
Director of Economic Development  
Ogdensburg Bridge and Port Authority  
1 Bridge Plaza  
Ogdensburg, NY 13669-2201  
(315) 393-4080 ext. 244  
[aadamczyk@ogdensport.com](mailto:aadamczyk@ogdensport.com)

and

Troy Gawronski  
Senior Project Manager  
Foth Infrastructure & Environment  
2121 Innovation Court  
DePere, WI 54115  
(920) 562-6706  
[troy.gawronski@foth.com](mailto:troy.gawronski@foth.com)

**4. Recipient Key Personnel.**

None.

**5. MARAD Project Contact(s).**

Kelly Mitchell-Carroll  
Grants and Cooperative Agreements Officer  
DOT – Maritime Administration  
1200 New Jersey Ave, SE  
Washington, DC 20590  
MAR-380  
W26-422  
Mailstop 5  
(202) 366-9714  
[k.mitchell-carroll@dot.gov](mailto:k.mitchell-carroll@dot.gov)

and

David Bohnet  
Grant Management Division Chief  
DOT – Maritime Administration  
1200 New Jersey Ave, SE  
Washington, DC 20590  
MAR-510  
W21-226  
Mailstop 3  
(202) 366-0586  
[david.bohnet@dot.gov](mailto:david.bohnet@dot.gov)

**6. Payment System.**

MARAD Payment System: Delphi eInvoicing System

**7. Federal Award Identification Number.**

Federal Award Identification Number: 693JF72444087

## **SCHEDULE B PROJECT ACTIVITIES**

### **1. General Project Description.**

The Project includes an approximately 435-linear-foot expansion of the Port of Ogdensburg's main dock terminal along with installation of a mooring dolphin system and associated dredging necessary to establish a new approximately 100-foot-wide by 500-foot-long berthing area immediately adjacent to the new terminal dock wall structure.

### **2. Statement of Work.**

The Project will be completed in three components with the following elements:

#### **Component 1 – Environmental Reviews, Permitting, Engineering & Design and Construction Management**

- Final design
- Environmental review
- Construction contract bid development, advertising, evaluation, and award process
- Construction phase services – engineering support during construction, inspections, and punch list item resolution

#### **Component 2 – Terminal Expansion**

- Remove approximately 1,505 cubic yards (CY) of current revetment stone to prepare the site for drilling and blasting necessary to complete the dredging near the shoreline; stockpile stone in the staging area for potential future reuse to construct the new revetment adjacent to the newly constructed dock wall.
- Tie new dock structure into the existing terminal and extend in a southerly direction.
- Install a ±435 linear foot (LF) cellular, solid-filled steel cellular cofferdam structure that will be constructed utilizing approximately seven “major” cells and approximately six “minor” cells and will include a continuous pile-supported concrete cap/relieving platform running along the entire length of the expanded dock.
  - A second design is also being advanced termed the “o-pile” design. This design consists of ±435 LF of steel joined pipe pile to form the outer face of the new dock wall along with structural piles to support a similar concrete/cap relieving platform. Similar footprint will be disturbed in each option.
  - The new dock wall will ultimately be based on one of the two designs mentioned above.
- Install steel pipe piles to support the concrete cap/relieving platform.
- Attach a fender system directly to the face of the concrete relieving platform/cap; install mooring bollards along the facility.

- Design the new terminal structure to support loads of up to  $\pm 3,000$  pounds per square foot (PSF) up to the in-shore face of the concrete cap, with loadings being reduced to  $\pm 500$  PSF along the length of the 15-foot-wide relieving platform/concrete cap.
- Install a free-standing, pile-supported mooring dolphin system approximately  $\pm 42$  feet south of the terminus of the new dock wall structure. The system will be comprised of a reinforced concrete cap supported by a total of six steel pipe piles that will be socketed into bedrock.
- Stabilize approximately 20,322 square feet (SF) of the shoreline embankment area that extends immediately beyond the limits of the new dock wall by augmenting the existing stone revetment.
- Construct an approximately 2-foot-thick stone revetment, constructed using an estimated 1,505 CY of 150-to-250-pound stone to create a final slope of 3H:1V. Of this, approximately 846 CY of revetment material would be placed below the ordinary high water mark (OHWM).
- Conduct grading and excavation (approximately 3,620 CY) to achieve the final revetment slope.
- Install an approximately 42-inch diameter, flared end reinforced concrete stormwater outfall within the footprint of the newly constructed revetment, consolidating the two outfalls that presently exist on-site into a single point of stormwater discharge.

### **Component 3 – Dredging**

- Deepen the harbor via a combination of mechanical dredging and drilling and blasting to achieve the desired water depth. Drilling and blasting may occur throughout the 104-foot by 596-foot footprint, but primarily within 24 feet of the bulkhead. Blasting is expected to be required prior to dredging of the till and rock layers, which is present between -22 and -27 feet low water datum (LWD). Conduct a pre-condition assessment prior to drilling to determine the current conditions of nearby structures and implement mitigation measures as needed. Conduct a post-condition damage assessment when drilling is complete.
- Dredge approximately  $\pm 12,600$  CY to establish a new approximately 104-foot wide by 596-foot-long non-Federal channel berthing area immediately adjacent to the new terminal dock wall structure.
- Deepen the portion of the waterway immediately adjacent to the dock wall (24 feet x 596 feet) to approximately -27 feet LWD, with an allotment of 2-foot overdredge, for a maximum dredging depth of -29 feet LWD. Dredge the remaining area (80 feet x 596 feet) to approximately -22 feet LWD plus 2-foot overdredge allowance.
- Reuse the dredged materials from the new berth area as cell backfill, if geotechnically suitable, and/or truck and place dewatered dredge materials to a suitable disposal location. Implement appropriate stormwater control measures to ensure proper stormwater management throughout the disposal area construction and use.

**3. Documents Describing Mitigation Activities.**

<b>Document Description</b>	<b>Date</b>
MARAD Finding of No Significant Impact (FONSI) and accompanying Environmental Assessment (EA)	January 29, 2026

**SCHEDULE C  
AWARD DATES AND PROJECT SCHEDULE**

**1. Award Dates.**

Budget Period End Date: March 31, 2029

Period of Performance End Date: March 31, 2029

**2. Estimated Project Schedule.**

<b>Milestone</b>	<b>Schedule Date</b>
Actual Engineering and Construction Management Start Date	May 21, 2025
Planned Terminal Expansion Start Date	June 1, 2026
Planned Terminal Expansion Substantial Completion Date	March 14, 2028
Planned Dredging Start Date	July 16, 2026
Planned Dredging Substantial Completion Date	March 14, 2028
Planned Engineering and Construction Management Completion Date	May 31, 2028

**3. Special Milestone Deadlines.**

None.

**SCHEDULE D  
AWARD AND PROJECT FINANCIAL INFORMATION**

**1. Award Amount.**

PIDP Grant Amount: \$5,107,649

**2. Federal Obligation Information.**

Federal Obligation Type: Single

**3. Approved Project Budget.**

**Eligible Project Costs**

	<b>Component 1 – Engineering &amp; Construction Management</b>	<b>Component 2 – Terminal Expansion</b>	<b>Component 3 - Dredging</b>	<b>Total</b>
PIDP Funds:	\$353,080	\$4,197,988	\$556,581	\$5,107,649
Non-Federal Funds:	\$826,835	\$11,258,521	\$1,494,559	\$13,579,915
<b>Total:</b>	<b>\$1,179,915</b>	<b>\$15,456,509</b>	<b>\$2,051,140</b>	<b>\$18,687,564</b>

**4. Cost Classification Table.**

<b>Cost Classification</b>	<b>Total Costs</b>	<b>Non-PIDP Previously Incurred Costs</b>	<b>Eligible Costs</b>
Administrative and legal expenses	\$150,000		<b>\$150,000</b>
Architectural and engineering fees	\$400,000	\$120,085	<b>\$279,915</b>
Other architectural and engineering fees	\$50,000		<b>\$50,000</b>
Project inspection fees	\$850,000		<b>\$850,000</b>
Site work	\$280,583		<b>\$280,583</b>
Demolition and removal	\$320,665		<b>\$320,665</b>
Construction	\$13,298,795		<b>\$13,298,795</b>
Equipment	\$949,000		<b>\$949,000</b>
Miscellaneous	\$225,000		<b>\$225,000</b>
Contingency	\$2,283,606		<b>\$2,283,606</b>
<b>Project Total</b>	<b>\$18,807,649</b>	<b>\$120,085</b>	<b>\$18,687,564</b>

**5. Approved Pre-award Costs.**

On May 21, 2025, MARAD approved the Recipient's request to allow the following pre-award costs under both 46 U.S.C. 54301(a)(10)(B) and 2 CFR 200.458 to be reimbursed with PIDP funds based on the Federal and non-Federal match percentages in the approved grant agreement:

- Engineering & Design: \$145,000
- Permitting: \$65,000
- NEPA Preparation: \$60,000
- Sediment Sampling: \$145,000
- **TOTAL:** **\$415,000**

The pre-award costs will be eligible to count towards the Project's costs, assuming such costs would have been allowable if incurred after the date of the Federal award.

**SCHEDULE E  
CHANGES FROM APPLICATION**

**Scope:** Between the time the grant was awarded and when MARAD approved the Recipient’s pre-award application on May 21, 2025, the Recipient incurred \$120,085 worth of costs for engineering & design and environmental reviews and studies in support of the NEPA review. These activities have, therefore, been removed from the scope of work of the Project.

**Schedule:** The Project schedule has been delayed by roughly two years due to the time required to complete the Federal NEPA review process.

The table below compares the Project milestone dates.

<b>Milestone</b>	<b>Application</b>	<b>Agreement</b>
Actual Engineering and Construction Management Start Date	No date stated in application	May 21, 2025
Planned Terminal Expansion Start Date	April 1, 2024	June 1, 2026
Planned Terminal Expansion Substantial Completion Date	December 31, 2025	March 14, 2028
Planned Dredging Start Date	April 1, 2024	July 16, 2026
Planned Dredging Substantial Completion Date	December 31, 2025	March 14, 2028
Planned Engineering and Construction Management Completion Date	No date stated in application	May 31, 2028

**Budget:** The updated budget reflects removal of the \$120,085 worth of costs for activities as discussed in the scope section above. MARAD determined that these costs would have been eligible if the Recipient had waited to incur them following MARAD approval. Therefore, MARAD will remove the costs from the total eligible Project cost but will allow the costs to count towards the Recipient’s voluntary cost share.

The table below provides a summary comparison of the Project budget.

<b>Fund Source</b>	<b>Application</b>		<b>Schedule D</b>	
	<b>\$</b>	<b>%</b>	<b>\$</b>	<b>%</b>
<b>Previously Incurred Costs</b>				
Federal Funds				
Non-Federal Funds			\$120,085	0.64%
Total Previously Incurred Costs				
<b>Future Eligible Project Costs</b>				
PIDP Funds	\$5,107,649	27.16%	\$5,107,649	27.16%
Other Federal Funds				
Non-Federal Funds	\$13,700,000	72.84%	\$13,579,915	72.20%

<b>Fund Source</b>	<b>Application</b>		<b>Schedule D</b>	
	<b>\$</b>	<b>%</b>	<b>\$</b>	<b>%</b>
Total Future Eligible Project Costs	\$18,807,649		\$18,687,564	
Total Project Costs	\$18,807,649	100%	\$18,807,649	100%

**Other:** None.

**SCHEDULE F  
PIDP DESIGNATIONS**

**1. Urban or Rural Designation.**

Urban-Rural Designation: Rural

**2. Capital or Planning Designation.**

Capital-Planning Designation: Capital

**3. Funding Act.**

Funding Act: IJJA

**4. Security Risk Designation.**

Security Risk Designation: Low

**SCHEDULE G  
PIDP PERFORMANCE MEASUREMENT INFORMATION**

**Study Area:** Port of Ogdensburg in Ogdensburg, NY

**Baseline Measurement Date:** June 1, 2025 – May 31, 2026

**Baseline Report Date:** July 31, 2026

**Table 1: Performance Measure Table**

<b>Measure</b>	<b>Category and Description</b>	<b>Measurement Frequency</b>
Vessel Calls	<p style="text-align: center;">Economic Competitiveness and Opportunity</p> <p>Total Vessel Calls per Year. Measures the number of vessels calling to the Project study area. Must be reported in total and disaggregated by any of the following where applicable: vessel type (e.g., container, bulk, ro-ro, LNG), freight capacity, vessel length, or other.</p>	Quarterly
Cargo Volume (TEUs)	<p style="text-align: center;">Economic Competitiveness and Opportunity</p> <p>Total Tons of Cargo Moved per Year (TEUs). Cargo volume measures the movement of freight through the Project study area.</p>	Quarterly
Cargo Volume (Tons)	<p style="text-align: center;">Economic Competitiveness and Opportunity</p> <p>Total Tons of Cargo Moved per Year (Tons). Cargo volume measures the movement of freight through the Project study area.</p>	Quarterly

**SCHEDULE H  
LABOR AND WORK**

**1. Efforts to Support Good-Paying Jobs and Strong Labor Standards.**

The Recipient states that rows marked with “X” in the following table are accurate:

	The Recipient or a project partner promotes robust job creation by supporting good-paying jobs directly related to the project with the free and fair choice to join a union. <i>(Describe robust job creation and identify the good-paying jobs in the supporting narrative below.)</i>
	The Recipient or a project partner will invest in high-quality workforce training programs such as registered apprenticeship programs to recruit, train, and retain skilled workers, and implement policies such as targeted hiring preferences. <i>(Describe the training programs in the supporting narrative below.)</i>
	The Recipient or a project partner will partner with high-quality workforce development programs with supportive services to help train, place, and retain workers in good-paying jobs or registered apprenticeships including through the use of local and economic hiring preferences, linkage agreements with workforce programs, and proactive plans to prevent harassment. <i>(Describe the supportive services provided to trainees and employees, preferences, and policies in the supporting narrative below.)</i>
	The Recipient or a project partner will partner and engage with local unions or other worker-based organizations in the development and lifecycle of the project, including through evidence of project labor agreements and/or community benefit agreements. <i>(Describe the partnership or engagement with unions and/or other worker-based organizations and agreements in the supporting narrative below.)</i>
	The Recipient or a project partner will partner with communities or community groups to develop workforce strategies. <i>(Describe the partnership and workforce strategies in the supporting narrative below.)</i>
X	The Recipient or a project partner has taken other actions related to the Project to create good-paying jobs with the free and fair choice to join a union and incorporate strong labor standards. <i>(Describe those actions in the supporting narrative below.)</i>
	The Recipient or a project partner has not yet taken actions related to the Project to create good-paying jobs with the free and fair choice to join a union and incorporate strong labor standards but, before beginning construction of the Project, will take relevant actions described in schedule B. <i>(Identify the relevant actions from schedule B in the supporting narrative below.)</i>

The Recipient or a project partner has not taken actions related to the Project to improve good-paying jobs and strong labor standards and will not take those actions under this award.
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**2. Supporting Narrative.**

**The Recipient or a project partner has taken other actions related to the Project to create good-paying jobs with the free and fair choice to join a union and incorporate strong labor standards.**

By expanding dock capacity, the Project will enable the Port of Ogdensburg to handle two vessels at once, boosting efficiency while creating new opportunities for local workers. The increased demand for stevedores and other essential port staff will translate into more hours, better wages, and long-term stability for the region's maritime workforce. Because these positions are largely represented by the International Longshoremen's Association, the Project not only strengthens the Recipient's operational capabilities but also reinforces its commitment to good-paying, union-supported jobs that benefit families and communities across northern New York.

**RECIPIENT SIGNATURE PAGE**

The Recipient, intending to be legally bound, is signing this agreement on the date stated opposite that party's signature.

**OGDENSBURG BRIDGE AND PORT AUTHORITY**

\_\_\_\_\_ By: \_\_\_\_\_  
Date Signature of Recipient's Authorized Representative

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title

**MARAD SIGNATURE PAGE**

MARAD, intending to be legally bound, is signing this agreement on the date stated opposite that party's signature.

**UNITED STATES DEPARTMENT OF  
TRANSPORTATION MARITIME  
ADMINISTRATION**

\_\_\_\_\_ By: \_\_\_\_\_  
Date Signature of MARAD's Authorized Representative

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title