



Syracuse Regional Airport Authority Glycol Collection & Recycling Services Request for Quote #2021-09

The Syracuse Regional Airport Authority (SRAA) is the operator of the Syracuse Hancock International Airport and is seeking quotes for Glycol Collection & Recycling services starting with the SRAA 2022 fiscal year (commencing July 1, 2022).

GENERAL INFORMATION

Syracuse Hancock International Airport (SYR) is a small hub airport that serves an extensive area of Upstate New York, the northern tier of Pennsylvania and St. Lawrence Valley area of Ontario, Canada. The Airport's service area encompasses over 3 million well connected residents, served by Interstate and other major highways. Syracuse, the largest city in Central New York, serves as the focal point for commercial air service in Central New York.

The Airport is served by seven airlines with non-stop services to several destinations. Passenger traffic has grown over the past decade, peaking at 2.6 million in 2019. The onset of COVID 19 in 2020 brought restrictions to the travel industry and curtailed the growth previously experienced. The Airport has been experiencing a steady recovery both in the commercial and cargo areas. Enplanements are now at 76% of 2019 levels and air service levels are continuing to trend up with new air service additions.

General Conditions for Glycol Recycling Services

SRAA is looking for an operator to take over the current glycol collection system for both the Cargo and Terminal areas at SYR as well as design/build and operate a new glycol recycling facility. The intent of the airport is to recapture and recycle the glycol at SYR so that it can be resprayed as SAE Type I deicing fluid at the airport.

Overview of Services Requested

The objective of this RFP is to obtain proposals for the maintenance, operation, and management services for the glycol collection system currently installed at SYR, as well as install a design/build turn key project to add new glycol recycling facilities to the existing system. The Respondent will be responsible for winter and summer spent aircraft deicing fluid recovery. It is SRAA's objective to achieve as high a spent glycol capture rate as possible. The scope of this project is such that it will require the Respondent's team to be comprised of a mixture of design consultants, construction contractors, and operators. Services should encompass the following:

- Respondent shall have successfully certified their recycled glycol as SAE Type I fluid and had it resprayed for each of the last 5 deicing seasons
- Design, build and operate a glycol recycling facility at SYR that is scalable.
- Size the new recycling facility to accommodate SYR growth and create a closed-loop system that maximizes environmental and supply chain benefits by producing SAE Type I fluid from the glycol effluent.
- Ability to recover and recycle low glycol content fluid as low as **0.5%** glycol content.
- Ability to handle high volume low glycol content fluid treatment, up to 25,000 gallons per hour
- Outflow to be "clean" water at 250mg/l of COD only

- Experience in designing, building and managing a centralized deicing pad management at multiple airports
- SRAA is in the process of reducing the carbon footprint. Define how the respondent will assist in meeting that goal. Please include specific details of how sustainable, environmentally friendly practices will be incorporated into the daily operations.
- Ability to meet system development, operations and maintenance requirements outlined in Attachments A-C.
- Respondent should have the capability to provide de-icing services to Airlines and de-icing pad management. Please provide a description of service capabilities including reporting to both Airlines and SRAA.
- Provide all labor, equipment, materials, supplies, safety equipment and supervision to perform services in accordance with airline industry standards and best commercial practices.
- Respondent must provide all vehicles including GCVs used for services under this agreement.
- Respondent must maintain radio communications with Airport Operations, Air Traffic Control Tower, FAA and Glycol Application Contractors.
- Contractor shall provide shift supervisors and on-site crew with radios capable of meeting the communication requirements.
- Reporting to FAA, SRAA and Regulatory Agencies as required by any applicable rules, regulations and permit requirements.
- Installation of sampling and metering equipment in sewers, tanks and buildings.
- Prepare and submit accurate weekly collection reports including monthly summaries and any other reports requested to SRAA.
- Provide three (3) project references including project name, location, date completed, client contact information (name, position and telephone number) and brief description of each project (one page maximum). Experience will not be considered unless complete reference data is provided.
- Resumes of the proposed account manager, proposed project manager and the day to day site assigned staff. Briefly describe this individual's particular qualifications for his or her proposed role, including education, certifications and relevant past experience.
- Snow season is defined as October 15th through April 15th. Typical operations are approximately 18 hours a day and commence 04:30 am. Respondent must be available to cover all hours of operation. Respondent must adjust schedules to meet changing demand due to airline scheduling changes and inclement weather.
- Respondent shall provide sufficient and proper staffing levels to meet the hours of operation and service levels as designated by SRAA.
- As approved by SRAA, Respondent will order and stock spare parts in a manner not to delay or interfere with Airline operations.
- During non-collection months, Respondent will be responsible for monthly maintenance of diversion structures, lift station, tanks, disposal controls and underground vault system.
- Respondent is required to adhere to all badging requirements of SRAA at the Respondent's own expense. The policy can be viewed at <https://syrsraa.com/badging-and-vehicle-permit-policy/>.
- Respondent is required to maintain all insurance requirements for commercial and general liability, vehicle, worker's compensation coverage and any other insurance coverage required by SRAA.
- De-icing services are not part of this RFP. Deicing services are contracted between the Airlines and service providers.

Amendments and Addenda

In the event that it becomes necessary to revise this request, such revision will be by addendum. If a

Respondent fails, prior to the submission deadline, to notify SRAA of a known error or an error that reasonably should have been known, the Respondent shall assume the risk. If awarded the contract, the Respondent shall not be entitled to additional compensation or time by reason of the error or its late correction.

Submission Requirements

The Respondent's proposal, including all required forms attached to this request, shall be submitted in PDF format and emailed to address below. The proposal shall be signed by an authorized representative of the Respondent. Respondents should make sure that their proposals are in compliance with all of the requirements of this request. Failure to do so may result in disqualification.

Respondents should also be willing and able to provide additional information that may be required. In addition, interviews may be requested. All information and materials submitted to SRAA in response to this request will become the property of SRAA. Respondents shall not submit proprietary or confidential business information unless they believe such information is critical to their proposals or presentations. If any such information is included, it shall clearly be identified as such. SRAA shall endeavor to protect the identified information only to the extent allowed under applicable law.

Submission Due Date

Proposals must be emailed no later than 2:30 p.m. ET on December 23, 2021 to bids@syraairport.org. Please include the RFP number and description in the subject line. Proposals received after that date will not be considered.

Proposals and Qualifications Review

Upon receipt of proposals, SRAA's Ad Hoc Committee for Deicing Services will review each proposal and make a recommendation to the Executive Team. Proposals will be reviewed on the basis of competency, experience and ability to perform the services required. Respondents should be willing and able to provide additional information that may be required. SRAA reserves the right to waive any formalities and to reject or negotiate any and all proposals without assigning any reason.

Award

SRAA may award the contract, following the required approvals, if it determines such contract is in the best interest of SRAA.

Restriction of Communications

Respondents are prohibited from contact related to this request with any Authority Board member, officer, staff, employee or representative other than designated personnel from the date this request is issued until the contract has been executed by SRAA. Violation of this provision would be grounds for immediate disqualification.

All inquiries concerning this procurement must be addressed to the following designated contacts:

Robin Watkins at bids@syraairport.org

Exceptions

Any and all exceptions to this request must be clearly and completely indicated in proposals submitted. Please be advised that any exceptions to the requirements in this request may be cause for a Respondent's proposal to be disqualified.

Revenue & Fee Structure:

The Respondent must provide details on the proposed revenue and fee structure for both SRAA and the Airlines. Information should include deicing services and management and glycol recycling.

Respondents are encouraged to propose innovative compensation and cost methodologies. Each proposal must contain an estimated annual budget for the services, capital costs and markups and should include annual costs for the contract term. Budgets must be broken down by type of service to be provided and indicate the estimated hours for those services. Proposals should include a cost plus methodology for management contract and include a proposed percentage of revenue on sales for recycled glycol.

Proposal Elements

Due to the nature of this proposal, it is requested that each proposal be brief and to the point. Each proposal shall provide the following information:

Profile

- Provide a short profile of the firm including at a minimum:
- Length of time in business.
- Length of time in providing proposed services. NOTE: It is a requirement of eligibility that the firm has been in continuous existence for at least the last five (5) years.
- Number of airports served.
- Small, Minority-owned, and/or Woman-owned business accreditation, if applicable.

Proposal

- Description of how the Respondent is positioned to provide all of the services requested, with a history of experience on providing similar services.
- Name, title, address, and telephone number of three references for comparable airports for whom similar services have been provided, including information referencing the actual services performed, number of users, and length of tenure.
- Identify the Project Manager (or equivalent title) who will be in overall charge of this project and who will represent the Respondent to the Airport Designee.
- Explanation of any contract termination for default or other incident in the past five years. Termination for default is defined as notice to stop services for non-performance or poor performance, and issue was either litigated or not litigated. If default occurred, list name, address, and telephone number of the party. If no such termination occurred for default, declare it. The Airport will evaluate the facts, and may, at its sole discretion, reject the vendor's proposal.
- A complete list and description of all business-related lawsuits and litigation (including bankruptcy petitions) claims, arbitrations, and administrative hearings; negligence; and errors and omissions during the past five years.
- SRAA is required to implement the provisions of New York State Executive Law Article 15-A and 5 NYCRR Parts 142-144 ("MWBE/SDVOB Regulations") for all State contracts as defined in Appendix A, with a value (1) in excess of \$25,000 for labor, services, equipment, materials, or any combination of the foregoing and (2) in excess of \$100,000 for real property renovations and construction. Describe how you will meet or exceed the requirements of the program.
- Required term of agreement with SRAA for amortization/cost recovery of improvements.

EVALUATION PROCESS

Proposal Review Criteria

Proposals will be reviewed based on a variety of criteria, including but not limited to:

- The Respondent's specific experience, stability and history of performance providing services similar to those under consideration.
- The Respondent's approach to the planning, organization, management of services at the Airport, including communications procedures, problem-solving approaches, costing and other level-of-service factors.
- The Respondent's revenue and fee proposal.
- The financial stability of Respondent's organization.
- The recommendations and opinions of each Respondent's previous customers.
- Information provided in response to specific questions of items contained in RFP documents.
- Information provided at interview (if required).
- Required term of agreement for covered services with SRAA.

The Committee will evaluate each proposal based on the "Best Value" concept. This means that the proposal that optimizes quality, cost, and efficiency among responsive and responsible Respondents shall be selected for award.

SRAA and its Committee will determine which proposal best satisfies its requirements. SRAA reserves all rights with respect to the award. All proposals deemed to be responsive to the requirements of this procurement will be evaluated. Proposals failing to meet the requirements of this request may be eliminated from consideration. Qualified staff/individuals will evaluate all submitted proposals. SRAA may request clarification of a proposal.

Agreement For Glycol Collection & Recycling Services

After a respondent is selected, an agreement incorporating the agreed upon compensation and scope of services will be used. The agreement will be drafted by SRAA's counsel and may also include such other terms that SRAA and its counsel deem in the best interests of SRAA.

Reservation of Rights

SRAA reserves the right to: withdraw the quote request at its sole discretion; reject any or all proposals received in response to this RFP; accept a proposal and any subsequent proposal for the contract from someone other than the lowest cost Respondent consistent with the criteria for the evaluation of proposals; waive or modify minor deviations in the proposals received after prior notification to the respondents; and request best and final offers.

Should SRAA be unsuccessful in negotiating a contract with a selected Respondent, SRAA may begin contract negotiations with the next highest-rated qualified Respondent. In addition, if it is subsequently determined by SRAA that the selected Respondent is non-responsible, SRAA may then invite the next highest rated, qualified Respondent(s) to enter into negotiations for purposes of executing a contract.

Title VI Solicitation Notice

The Syracuse Regional Airport Authority, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. §§ 2000d to 2000d-4) and the Regulations, hereby notifies all Respondents that

it will affirmatively ensure that in any Agreement entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit statements of qualifications in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.

If awarded a contract pursuant to this RFP, Respondent agrees to comply with Title VI of the Civil Rights Act of 1964, as amended, (Title VI) which prohibits discrimination on the grounds of race, color, or national origin under any program or activity receiving Federal financial assistance.

Davis-Bacon Requirements

In any agreement awarded to a Successful Respondent pursuant to this RFP (i.e., the “Respondent”) such Respondent shall be responsible for ensuring that Respondent and all tiers of Respondent subcontractors and sub-subcontractors providing any Work that is subject to the provisions of the Davis-Bacon Act (40 U.S.C. 3141-44 and 3146-47) and associated rules and regulations promulgated pursuant thereto by the Department of Labor (collectively, “Davis-Bacon Act”), governing minimum rates for wages for laborers and mechanics employed directly in the Work, comply with the provisions of the Davis-Bacon Act.

Conflicts of Interest

Members, officers, staff and employees of SRAA may respond to this request only in accordance with SRAA’s Code of Ethics and Article 18 of New York General Municipal Law.

Buy American Preference

If applicable, the Respondent agrees to comply with 49 USC § 50101, which provides that Federal funds may not be obligated unless all steel and manufactured goods used in AIP funded projects are produced in the United States, unless the Federal Aviation Administration has issued a waiver for the product; the product is listed as an Excepted Article, Material Or Supply in Federal Acquisition Regulation subpart 25.108; or is included in the FAA Nationwide Buy American Waivers Issued list.

Respondent further agrees to complete and submit the applicable Buy American certification when required.

Debarment and Suspension

Certification of Respondent Regarding Debarment

- By submitting a Proposal under this solicitation, the Respondent certifies that neither it nor its principals are presently debarred or suspended by any Federal department or agency from participation in this transaction.

Certification of Lower Tier Respondents Regarding Debarment

- The successful Respondent, by administering each lower tier subcontract that exceeds \$25,000 as a “covered transaction,” must verify each lower tier participant of a “covered transaction” under the project is not presently debarred or otherwise disqualified from participation in this federally assisted project. The successful Respondent will accomplish this by:
 - Checking the System for Award Management at website: <http://www.sam.gov>
 - Collecting a certification statement like the Certification of Respondent/Bidder Regarding Debarment, above.
 - Inserting a clause or condition in the covered transaction with the lower tier contract.

- If the Federal Aviation Administration later determines that a lower tier participant failed to disclose to a higher tier participant that it was excluded or disqualified at the time it entered the covered transaction, the FAA may pursue any available remedies, including suspension and debarment of the non-compliant participant.

Trade Restrictions Certification

By submission of a Proposal, the Respondent certifies that with respect to this solicitation and any resultant contract, the Respondent:

- is not owned or controlled by one or more citizens of a foreign country included in the list of countries that discriminate against U.S. firms as published by the Office of the United States Trade Representative (USTR);
- has not knowingly entered into any contract or subcontract for this project with a person that is a citizen or national of a foreign country included on the list of countries that discriminate against U.S. firms as published by the USTR; and
- has not entered into any subcontract for any product to be used on the Federal project that is produced in a foreign country included on the list of countries that discriminate against U.S. firms published by the USTR.

This certification concerns a matter within the jurisdiction of an agency of the United States of America and the making of a false, fictitious, or fraudulent certification may render the maker subject to prosecution under Title 18 USC Section 1001.

The Respondent/Contractor must provide immediate written notice to the Owner if the Respondent/Contractor learns that its certification or that of a subcontractor was erroneous when submitted or has become erroneous by reason of changed circumstances. The Proposer/Respondent/Contractor must require subcontractors provide immediate written notice to the Proposer/Respondent/Contractor if at any time it learns that its certification was erroneous by reason of changed circumstances.

Unless the restrictions of this clause are waived by the Secretary of Transportation in accordance with 49 CFR 30.17, no contract shall be awarded to a Proposer/Respondent/Contractor or subcontractor thereof:

- who is owned or controlled by one or more citizens or nationals of a foreign country included on the list of countries that discriminate against U.S. firms published by the USTR, or
- whose subcontractors are owned or controlled by one or more citizens or nationals of a foreign country on such USTR list, or
- who incorporates in the public works project any product of a foreign country on such USTR list.

Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render, in good faith, the certification required by this provision. The knowledge and information of a Respondent/Contractor is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings. The Respondent/Contractor agrees that, if awarded a contract resulting from this solicitation, it will incorporate this provision for certification without modification in all lower tier subcontracts. The Respondent/Contractor may rely on the certification of a prospective subcontractor that it is not a firm from a foreign country included on the list of countries that discriminate against U.S. firms as published by USTR, unless the Respondent/Contractor has knowledge that the certification is erroneous.

This certification is a material representation of fact upon which reliance was placed when making an award. If it is later determined that the Respondent/Contractor or subcontractor knowingly rendered an erroneous certification, the Federal Aviation Administration (FAA) may direct through the Owner cancellation of the contract or subcontract for

default at no cost to the Owner or the FAA.

Certification Regarding Lobbying:

The Proposer/Respondent/Contractor certifies by signing and submitting this bid or proposal, to the best of his or her knowledge and belief, that:

- No Federal appropriated funds have been paid or will be paid, by or on behalf of the Proposer/Respondent/Contractor, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Procurement of Recovered Materials:

To the extent applicable to any awarded contract, Proposer/Respondent/Contractor and subcontractor agree to comply with Section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act, and the regulatory provisions of 40 CFR Part 247. In the performance of this contract and to the extent practicable, the Respondent and subcontractors are to use products containing the highest percentage of recovered materials for items designated by the Environmental Protection Agency (EPA) under 40 CFR Part 247 whenever:

- The contract requires procurement of \$10,000 or more of a designated item during the fiscal year; or
- The Proposer/Respondent/Contractor has procured \$10,000 or more of a designated item using Federal funding during the previous fiscal year.

The list of EPA-designated items is available at www.epa.gov/smm/comprehensive-procurement-guidelines-construction-products.

Section 6002(c) establishes exceptions to the preference for recovery of EPA-designated products if the Proposer/Respondent/Contractor can demonstrate the item is:

- Not reasonably available within a time frame providing for compliance with the contract performance schedule,

- Fails to meet reasonable contract performance requirements; or
- Is only available at an unreasonable price.

Attachment A

The Respondent is to provide the following services:

- The Respondent shall design, construct and operate a closed-loop system that maximizes environmental and supply chain benefits of producing SAE Type I deicing fluid that meets AMS 1424 standards as revised and used by the airlines at SYR.
- Provide all engineering, procurement of equipment, modifications to existing facilities as required, interconnect between existing and new systems, and commission and start-up the facilities. The commissioning and startup shall include that portion which serves as an interconnection between the existing collection system and the new recycling facility.
- The Respondent shall develop and maintain a Master Project Schedule for the Project in Microsoft Project or similar format. This schedule shall be provided within 60 days of the effective date of the Contract for review and approval by SYR. This schedule shall incorporate all activities necessary to complete the design and construction of the Project.
- The Respondent shall provide all professional architectural, engineering, sustainability, consulting services, and all construction contracting and activities necessary for the completion of the Project, which shall include but is not limited to, the following:
 - a. Programming
 - b. Sustainability and Life Cycle Costing
 - c. Site Survey
 - d. Architectural Design
 - e. Structural Engineering
 - f. Mechanical Engineering
 - g. Fire Protection and Life Safety
 - h. Electrical Engineering
 - i. Cathodic Protection
 - ii. Communication and Data Systems Engineering
 - iii. Lightning Protection
 - iv. Signage
 - i. Specialty Systems
- The Respondent shall provide regular design updates to SYR for review and comment prior to moving on to the next portion of design. These deliverables include 30% Completion, 60% Completion, and 100% Completion. SYR reserves the right to reject any and all deliverables, or any portion of the deliverables which, in the sole opinion of SYR, do not adequately represent the intended level of completion or standards of performance, do not include relevant or accurate information or data, or do not include all documents reasonably necessary for the required submittal.
- All engineered documents must be developed to meet the latest Federal, State, Municipal, codes and standards as required by the SYR. Designs must be developed in accordance with MCI Design and BIM standards.
- The Respondent will permit the design documents through the necessary authorities after approval by SYR. They must be stamped by a licensed Professional Engineer (PE) registered in the State of New York.
- The Respondent shall provide preconstruction services for the project. Such services include, but are not limited to, design and construction coordination, sustainability design,

construction scheduling and cost estimating, constructability reviews, value engineering, construction phasing and interface, etc.

- The existing collection system operates 7 days a week from mid-October to mid-April, weather depending. Construction activities that will be performed while the existing facility is in operation must be coordinated to prevent impact to existing Airport Operations. The Respondent is responsible for maintaining the safety of personnel operating the existing plant and for the safety of their personnel and subcontracted personnel during the construction phase. The Respondent shall take all necessary precautions to ensure the construction is isolated from the existing operating area.
- Tie-ins to the existing systems are the responsibility of the Respondent. The Respondent is required to make the necessary modification to the existing system to ensure both systems are properly connected, and that the new system can perform as designed.
- The Respondent is required to perform all flushing and required function testing/start-up of all systems as required. Testing is to be performed by qualified and certified personnel. Documentation of these activities must be submitted to SYR for final approval and acceptance of the systems prior to initiating these activities.
- The Respondent, Operator, and SYR shall coordinate the development of punch lists for the Project and will perform the final inspection to verify that the punch list items have been satisfactorily completed.
- The Respondent shall monitor the performance of all sub-contractors with respect to the preparation of marked-up drawings to reflect as-built field conditions. The Respondent is to maintain redline models and/or drawings. Upon completion of the work, the Respondent shall coordinate and expedite the transmittal of formal record documents to SYR and the Operator. The Respondent will ensure that all deliverables and submittals required by the design and construction contracts have been completed and transmitted.
- Upon Substantial and Final Completion, including inspection and commissioning, the Respondent shall provide to SYR written notice of such completion for SYR to review and accept. Such notice shall constitute a representation to SYR that the Respondent has performed all services and other work necessary or required to complete the Project in accordance with the Contract and that the standards, requirements, and criteria have been fulfilled.

Attachment B

Operations:

- Provide services for collection of fluids from the Cargo and Terminal areas via the existing glycol collection system. This includes operating valves in the collection/diversion vaults.
- Treat collected fluids through recycling. Obtain certification of all recycled glycol as SAE Type I fluid. Make available to the airlines at SYR, all recycled glycol for their purchase and use.
- Maintain an accurate inventory record of all spent glycol collected and recycled at the airport monthly.
- Operate and maintain the infrastructure necessary to provide the elements of services described above.
- Track and assess the condition of the infrastructure necessary to provide the elements of services described above. Provide full condition assessments every 2 years, to coincide with Capital Project Requests.
- The Operator will obtain their own permit from the City of Syracuse for discharge of process effluent. The Operator is solely responsible for the costs of any such permit and the associated costs associated with any discharges or disposal fees.
- The Operator shall notify SYR in advance of any significant changes to the collection or recycling operations, or any substantial changes in the volume or character or pollutants in its discharge of effluent to SYR's systems. In the event of an unavoidable bypass of the recycling facilities or spill, the Operator shall notify SYR immediately.
- The Operator shall provide adequate physical structures and operational procedures to prevent accidental discharge of toxic or hazardous materials, or excessive quantities of glycol impacted effluent from entering any SYR system. In the event of accidental or unusual discharge, the Operator shall notify SYR immediately.
- The Operator shall provide a monthly report to SYR for this agreement containing the recordkeeping information on collection and recycling. This shall include:
 - Any notifications from Airport Operations regarding deicing;
 - Current valve positions and dates of any changes during the month;
 - Volumes of fluid received from each area of the airport;
 - Glycol concentrations of fluids received from each area of the airport;
 - Quantities of material recycled;
 - Influent/effluent and product concentrations;
 - Special operations procedures such as recirculation, transfers, etc.;
 - Maintenance records for facilities owned by SYR; and
 - Any discharge of process effluent or bypasses of recycling system.
- At the end of the deicing season, an annual report shall be provided to SYR summarizing the reporting information for the deicing year. The report shall be due by July 15th of each year. A sample report shall be provided in advance of the first submittal for review and approval by SYR.

Attachment C

Maintenance:

- Maintain the glycol collection and recycling facilities to ensure reliable, safe, and efficient operation conditions and repairs. This includes existing infrastructure and equipment that will be added in accordance with this contract. The facility shall be maintained in good working order with the ability to respond 24-hours a day, 7-days a week, 365-days a year.
- Perform maintenance in accordance with the Terms & Conditions of the Contract; the Operator's Maintenance Plan and routine maintenance schedule; manufacturer's recommendations; and all applicable local, state, federal, and commercial industry standards, codes, and regulations.
- From the time of award, the Operator will have 60 days for discovery and an additional 90 days to develop and provide SYR a comprehensive Maintenance Plan for the glycol collection and recycling facilities.
- Equipment failures may require emergency maintenance to return the glycol collection or recycling systems to full operation. When performing this work, the Operator must communicate with SYR to determine if the repair is like-for-like (or routine) maintenance, or a process improvement that must be completed as a design build service for which a permit document and/or review by qualified personnel is required for the emergency maintenance activity. If so, unless otherwise arranged with SYR, the Operator will engage with their Design/Build Respondent to review the repair and provide necessary documentation.

ATTACHMENT D

NON-COLLUSIVE PROPOSAL CERTIFICATION

By submission of this proposal, each Respondent and each person signing on behalf of any Respondent certifies, and in the case of a joint proposal each party thereto certifies as to its own organization, under penalty of perjury, that to the best of knowledge and belief:

1. The prices in this Proposal have been arrived at independently without collusion, consultation, communication, or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other Respondent, or with any competitor;
2. Unless otherwise required by law, the prices which have been quoted in this Proposal have not been knowingly disclosed by the Respondent and will not knowingly be disclosed by the Respondent prior to opening, directly or indirectly, to any other Respondent or to any competitor; and
3. No attempt has been made or will be made by the Respondent to induce any other person, partnership, or corporation to submit or not to submit a Proposal for purpose of restricting competition.

I hereby affirm under the penalties of perjury that the foregoing statement is true.

I also acknowledge notice that a false statement made in the foregoing is punishable under Article 20 of the Penal Law.

Signature of Respondent's Authorized Person

Date: _____

Name of Respondent

Name of Respondent's Authorized Person

Title of Respondent's Authorized Person

ATTACHMENT E

PROCUREMENT LOBBYING FORM

1. Bidder/Respondent certifies that it understands and agrees to comply with the procedures of the Syracuse Regional Airport Authority relative to permissible contacts as required by State Finance Law Section 139-j (3) and Section 139-j (6) (b).

Contractor DISCLOSURE OF PRIOR NON-RESPONSIBILITY DETERMINATIONS
Pursuant to Procurement Lobbying Law (SFL §139-j)

2. Has any governmental entity made a finding of non-responsibility regarding the individual or entity seeking to enter into this procurement contract in the previous four years?

_____ Yes _____ No

If "Yes" to the above question, please answer the following question: (Make Notations Clear)

- (a) Was the basis for the finding of non-responsibility due to a violation of State Finance Law §139-j?

_____ Yes _____ No

- (b) If "Yes", was the basis for the finding of non-responsibility due to the intentional provision of false or incomplete information to a governmental entity?

_____ Yes _____ No

If "Yes" to any of the above questions, please provide details regarding the finding of non-responsibility:

Governmental Entity: _____

Date of Finding of Non-Responsibility: _____

Basis of Finding of Non-Responsibility: _____

3. Has any governmental entity terminated or withheld a procurement contract with the above-named individual or entity due to the intentional provision of false or incomplete information?

_____ Yes _____ No

If "Yes" to the above question, provide details

Governmental Entity: _____

Date of Termination or Withholding of Contract: _____

Basis of Termination or Withholding: (add additional pages if necessary)

4. Bidder/Respondent certifies that all information provided to the Syracuse Regional Airport Authority with respect to State Finance Law Section 139-k is complete, true and accurate.

Name of Bidder/Respondent:

Bidder's/Respondent's Business Address:

Bidder's/Respondent's Signature:

Date: _____

*I understand that my signature
represents that I am signing and
responding to all certifications/questions
listed above*

Print Name:

Title of Person signing this form:
