

Upstate Airport Economic Development and Revitalization Competition Frequently Asked Questions

(Last Update June 24, 2016)

- Will the NYSDOT be publishing any program guidelines for this competition?

No. The application process is similar to an RFI/RFP process. Respondents are requested to propose projects or a program of projects that promote, revitalize and accelerate investments in Upstate commercial passenger and cargo service airports.

- Is there a list of eligible projects?

No. Respondents to this solicitation are encouraged to take a blank-slate approach to the proposed project and/or program of projects. This may include, but not be limited to the development of retail, hotel and/or meeting and conference centers; enhanced highway and/or transit airport access; improved security-screening; terminal expansion or rehabilitation; runway extension or rehabilitation; state-of-the art boarding concourse and concession areas; and on-airport projects to develop aviation-related technology incubators.

- Is there any information available on the application rating system?

This Information will be provided no later than June 13, 2016.

- Does the Sponsor have to provide a minimum match?

The State will provide up to \$40 million in 100 percent funding for a single sponsor's project/program of projects. Project sponsors will be responsible for costs in excess of the maximum award.

- Does the project have to appear on the current approved Airport Layout Plan?

No, but the Airport Layout Plan will need to be amended/approved prior to contract.

- Does Smart Growth Legislation apply to these projects?

Yes.

- Please confirm...\$190 million available for commercial service/cargo airports (\$40 million max.) AND \$10 million for GA airports (\$1.5 million max.)? Will there be separate guidelines and rating criteria for the two grant programs (commercial service and GA)?

This solicitation includes \$190 million to specifically promote, revitalize and accelerate investments in Upstate commercial passenger and cargo service airports. The remaining \$10 million will be combined with and allocated through the Governor's Aviation Capital Grant Program, which supports safety, infrastructure, and economic development projects at all airports across the State. Applications for funding from the Aviation Capital Grant Program will be available in July 2016.

- Do projects/applications have to be for the full \$40 million, i.e. will projects less than \$40 million be considered?"

The Department will consider applications up to \$40 million.

- Are the awards still limited to five total?

The Department may consider more than five project awards.

- Could you please explain who the industry experts are who will be reviewing the application?

The Department has secured the services of a leading international firm in airport planning, design, engineering and construction management of large-scale aviation-related and economic development projects.

- Please elaborate on the selection process after the Initial Project Proposal and what 'consultant service support' means.

The Department will provide engineering consultant support to assist short-listed proposals proceed through the final application process.

- Please confirm that funding is available for commercial service/cargo airports only? The list of eligible airports includes a number airports that don't meet that criteria.

This opportunity is open to all owners of Upstate public-use airports that currently provide, or propose to provide, scheduled commercial passenger air and/or cargo service.

- Can an application include multiple projects that total \$40 million? Is there a minimum dollar amount required?

Yes. Applications may include a program of projects that total up to \$40 million. There is no minimum threshold.

- Per the application it states that there are two required attachments to the application. Could you please clarify what the required attachments should be; the application does not further explain.

The application requires that sponsors provide (1) a detailed project budget; and (2) project plans, drawings, reports or other supporting documents. Sponsors have the option to attach environmental documentation such as SEQR/NEPA record of decision if available.

- Is the application the only submission requirement or is a supplemental proposal packet needed? If a proposal packet is needed, is there a list of required information that must be within the proposal?

The application requires that sponsors provide (1) a detailed project budget; and (2) project plans, drawings, reports or other supporting documents. Sponsors have the option to attach any supplemental information that they deem appropriate.

- Can an airport submit a program of projects that exceeds the \$40 million award threshold?

Yes. An airport or airport sponsor may submit a program of projects that exceed the \$40 million threshold. It is strongly recommended that each project with independent utility be clearly identified and marked with the sponsor's priority (e.g., Anywhere Airport, NY; Construct New Concourse; Project Priority #1).

- How should the airport or airport sponsor submit multiple projects as part of a program of projects.

Revised - The airport sponsor should use the automated application to detail the overall scope and interrelationship between the program of projects. Each specific project application may then be uploaded as a separate attachment. It is strongly recommended that each project with independent utility be clearly identified and marked with the sponsor's priority (e.g., Anywhere Airport, NY; Construct New Concourse; Project Priority #1). *The applicant may also send each project within a program of projects separately. As noted above, separate e-mails should include the applicant's name, project and project priority in the subject line.*

- Will scoring criteria be made available?

Yes. Please see separate Excel attachment.

- *New* - May an applicant attach a video in a .wav format as part of the e-mail submission for this application?

As noted above, applicants have the option – and are encouraged – to attach any and all supplemental information that they deem appropriate. This includes, but is not limited to simulations, schematics, pictures and/or videos.

- *New* - Must the person signing the application/Attestation have a valid NYS Grants Gateway ID that matches the ID provided on Page 1?

No. The Grants Gateway ID belongs to the organization itself, not any particular member.

- *New* - May the contract information on Part B Applicant Information be a different person than the Attestation Signature/NYS Grants Gateway ID?

Yes. The applicant contact information may identify an individual other than the person who signs the attestation.

- *New* - What is the maximum message (email message size in MBs) upstateairportsolicitation@dot.ny.gov can receive?

The maximum message size is 20 MBs. As noted above, the applicant may also send each project within a program of projects or a portion of a single project separately. Separate e-mails should include the applicant's name, project and project priority in the subject line.

- *New* - Where the application requests "NYS Grants Gateway ID" is the information sought here

what NYS Grants Gateway refers to as the “Document Vault” Number?

Yes.

- **New** - When I print the PDF, only the visible text in the text box appears and not all the text in the text box. This renders the printed application to be a truncated version of the delivered application in some instances. Is this condition anticipated/acceptable?

Electronically submitted applications will retain all entered text. If you exceed the visible space, any text beyond that point will not appear on a printed copy. It is recommended that you use a word processing program to write your response and then cut and paste the response into the text box.

- **New** - When I try to upload pictures, the pictures do not appear to be saved in the form. How can I save the pictures in the form?

We have posted a revised Application Form based on this feedback. Please reload the Application form using Internet Explorer to maximize this function.