



**C&S Companies**  
499 Col. Eileen Collins Blvd.  
Syracuse, NY 13212  
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[www.cscos.com](http://www.cscos.com)

April 23, 2025

Mr. Edward Arcuri  
Griffiss International Airport  
660 Hangar Road, Suite 223  
Rome, NY 13441

Re: Griffiss International Airport  
Airfield Guidance Sign & NAVAID Upgrades Project  
FAA AIP No. 3-36-0119-065-2024 (D)  
NYSDOT PROJECT No. 2905.56  
ONEIDA COUNTY BID REF No. 2325

File: 146.177.001

Dear Mr. Arcuri:

One (1) bid for the above referenced project was received on or prior to April 15, 2025 at 1:30pm. The bid was opened by Oneida County Purchasing and witnessed by C&S Engineers, Inc. The bid was tabulated by C&S Engineers, Inc. The low bidder is as follows:

<u>CONTRACTOR</u>	<u>BID AMOUNT</u>
Baseline King Corp. 111 Liberty Lane Barneveld, NY 13304 Mr. James H. King P: (315) 896-6106 <a href="mailto:baselinekingcorp@gmail.com">baselinekingcorp@gmail.com</a>	<b>\$506,528.05 Total</b>

The low bid was reviewed by C&S Engineers, Inc. and found to be in order. For a complete breakdown of the bid please refer to the attached bid tabulation.

C&S performed a search of the General Services Administration's "System for Award Management (SAM)" website for CCI and determined that they are not registered. We have verified that the low bidder is not on the NYSDOL List of Debarred Contractors. CCI's status is listed as active on the NYS Department of State Division of Corporations Entity Information database. CCI is listed on the NYS Department of Labor public work contractor registry.

The low bid submitted is 37.4% below the Engineer's Opinion of Construction Cost for the project and is considered reasonable. We have requested and attached a bid verification letter. Baseline King is a well-established airfield electrical contractor. Baseline King has completed multiple projects with similar construction tasks at Griffiss International Airport and is deemed qualified for this work.

April 23, 2025

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Baseline King has provided the necessary contract forms that show they intend to meet the Disadvantage Business Enterprise (DBE) participation goals set forth in the Proposal. The proposed DBE contribution is 7.7% with a project goal of 7.7%. A copy of the DBE forms are attached.

Based on our review of information submitted and our past experience with this contractor on airport projects, we recommend award of the Contract in the amount of \$506,528.05 to Baseline King Corp. in accordance with the conditions of award stipulated in their bid and contingent upon Federal Aviation Administration concurrence and grant approval.

Please contact us should you disagree with our recommendation and decide not to award to Baseline King Corp. We will be happy to discuss your options within the Contract Documents. Please note as per the specifications Section 30-02, Award of Contract, the County has 45 days to award the contract from the bid opening date.

The Federal Aviation Administration is expected to issue a grant to the County of Oneida for the project based upon the bid amount. Please be advised that you will be responsible for requesting FAA concurrence of award.

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

Very truly yours,

C&S ENGINEERS, INC.



John F. Frazee, P.E.  
Chief Engineer

Enclosure

cc: Mr. Al Barbato, OC Purchasing Dept. (w/encl)  
Mr. Usman Noor, FAA NYADO (w/encl)  
Mr. Chris Brubach, C&S (w/encl.)  
Mr. Anthony Cypert, C&S (w/encl.)  
Ms. Tracey Marks, C&S (w/encl.)

**GRIFFISS INTERNATIONAL AIRPORT**  
**AIRFIELD GUIDANCE SIGN & NAVAID UPGRADES**  
 FAA AIP PROJECT NO. 3-36-0119-065-2024  
 NYSDOT PROJECT NO. 2905.56  
 ONEIDA COUNTY BID REF #: 2325



ENGINEERS  
 DESIGN BUILD  
 TECHNICAL RESOURCES  
 OPERATIONS

ENGINEER'S OPINION OF  
 CONSTRUCTION COST  
 C&S ENGINEERS, INC.  
 499 COL. EILEEN COLLINS  
 BOULEVARD  
 SYRACUSE, NY 13212

**BASELINE KING CORP.**  
 111 LIBERTY LANE  
 BARNEVELD, NY 13304  
 ATTN: JAMES H. KING, PRESIDENT  
[baselinekingcorp@gmail.com](mailto:baselinekingcorp@gmail.com)

ITEM NO.	FAA SPEC NO.	DESCRIPTION	QUANTITY	UNITS	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
1	C-102	COMPLIANCE W/ TEMPORARY WATER POLLUTION, SOIL EROSION & SILTATION CTRL.	1	LS	\$15,000.00	\$15,000.00	\$2,500.00	\$2,500.00
2	C-105	MOBILIZATION (4% MAX.)	1	LS	\$31,512.50	\$31,512.50	\$19,000.00	\$19,000.00
3	C-105	FIELD OFFICE EQUIPMENT	1	LS	\$5,000.00	\$5,000.00	\$3,750.00	\$3,750.00
4	C-106	SAFETY, SECURITY AND MAINTENANCE OF TRAFFIC	1	LS	\$100,000.00	\$100,000.00	\$27,500.00	\$27,500.00
5	L-101	AIRPORT ROTATING BEACON, LED	1	EACH	\$45,000.00	\$45,000.00	\$41,250.00	\$41,250.00
6	L-101	REMOVAL OF AIRPORT ROTATING BEACON	1	EACH	\$5,000.00	\$5,000.00	\$3,125.00	\$3,125.00
7	L-107	SUPPLEMENTAL WIND CONE INSTALLED ON EXISTING FOUNDATION, STYLE 1-B, SIZE 1, LED	2	EACH	\$12,000.00	\$24,000.00	\$7,625.00	\$15,250.00
8	L-107	REMOVAL OF EXISTING WIND CONE, FOUNDATION TO REMAIN	2	EACH	\$1,000.00	\$2,000.00	\$1,250.00	\$2,500.00
9	L-108	NO. 8 AWG, 5KV, L-824, TYPE C AIRFIELD LIGHTING CABLE, INSTALLED IN CONDUIT	4,500	LF	\$4.00	\$18,000.00	\$3.63	\$16,335.00
10	L-108	NO. 6 AWG, SOLID, BARE COPPER COUNTERPOISE WIRE, INSTALLED ABOVE CONDUIT	1,075	LF	\$4.50	\$4,837.50	\$5.00	\$5,375.00
11	L-110	2-INCH DIA. SCHEDULE 40 PVC CONCRETE ENCASED CONDUIT IN ASPHALT PAVEMENT	60	LF	\$70.00	\$4,200.00	\$70.63	\$4,237.80
12	L-110	2-INCH DIA. SCHEDULE 40 PVC CONDUIT IN TURF	1,050	LF	\$30.00	\$31,500.00	\$21.88	\$22,974.00
13	L-115	REMOVAL OF JUNCTION CAN	2	EACH	\$1,000.00	\$2,000.00	\$187.50	\$375.00
14	L-125	REMOVAL OF AIRFIELD GUIDANCE SIGN	45	EACH	\$1,000.00	\$45,000.00	\$687.50	\$30,937.50
15	L-125	REMOVAL OF AIRFIELD GUIDANCE SIGN FOUNDATION WITH ASPHALT RESTORATION	3	EACH	\$5,000.00	\$15,000.00	\$5,000.00	\$15,000.00
16	L-125	RETROREFLECTIVE TAXIWAY ENDING SIGN ON EXISTING FOUNDATION	2	EACH	\$3,000.00	\$6,000.00	\$1,937.50	\$3,875.00
17	L-125	SIGN BASE EXTENSION TYPE A	12	EACH	\$3,000.00	\$36,000.00	\$2,000.00	\$24,000.00
18	L-125	SIGN BASE EXTENSION TYPE B	4	EACH	\$4,500.00	\$18,000.00	\$2,125.00	\$8,500.00
19	L-125	AIRFIELD GUIDANCE SIGN ON EXISTING FOUNDATION, LED, SIZE 3, 1 MODULE	10	EACH	\$4,000.00	\$40,000.00	\$2,562.50	\$25,625.00
20	L-125	AIRFIELD GUIDANCE SIGN ON EXISTING FOUNDATION, LED, SIZE 3, 2 MODULE	14	EACH	\$5,000.00	\$70,000.00	\$3,250.00	\$45,500.00
21	L-125	AIRFIELD GUIDANCE SIGN ON EXISTING FOUNDATION, LED, SIZE 3, 3 MODULE	11	EACH	\$6,000.00	\$66,000.00	\$4,562.50	\$50,187.50
22	L-125	AIRFIELD GUIDANCE SIGN ON EXISTING FOUNDATION, LED, SIZE 3, 4 MODULE	3	EACH	\$7,000.00	\$21,000.00	\$5,437.50	\$16,312.50
23	L-125	AIRFIELD GUIDANCE SIGN ON EXISTING FOUNDATION, LED, SIZE 3, 5 MODULE	1	EACH	\$8,000.00	\$8,000.00	\$7,187.50	\$7,187.50
24	L-125	AIRFIELD GUIDANCE SIGN WITH FOUNDATION, LED, SIZE 3, 2 MODULE	2	EACH	\$7,600.00	\$15,200.00	\$5,062.50	\$10,125.00
25	L-125	AIRFIELD GUIDANCE SIGN WITH FOUNDATION, LED, SIZE 3, 3 MODULE	4	EACH	\$9,000.00	\$36,000.00	\$6,925.00	\$27,700.00
26	L-125	MODIFICATION OF EXISTING GUIDANCE SIGN, REPLACE PANELS	7	EACH	\$2,250.00	\$15,750.00	\$656.25	\$4,593.75
27	L-125	DEMOLITION OF EXISTING PAPI BACKBOARD	1	LS	\$7,500.00	\$7,500.00	\$750.00	\$750.00
28	L-125	DEMOLITION OF EXISTING REIL BACKBOARD	1	LS	\$7,500.00	\$7,500.00	\$687.50	\$687.50
29	L-125	REMOVE AND REPLACE RUNWAY 15 PAPI SYSTEM	1	LS	\$50,000.00	\$50,000.00	\$40,625.00	\$40,625.00
30	L-125	RUNWAY 15 RUNWAY END IDENTIFIER LIGHT (REIL) SYSTEM	1	LS	\$40,000.00	\$40,000.00	\$17,000.00	\$17,000.00
31	L-125	FAA FLIGHT CHECK	1	LS	\$5,000.00	\$5,000.00	\$2,000.00	\$2,000.00
32	L-125	SPARE PARTS (NOT TO EXCEED \$10,000 OR 10% TOTAL FIXTURE COST)	1	LS	\$10,000.00	\$10,000.00	\$7,500.00	\$7,500.00
33	L-125	AIRFIELD GUIDANCE SIGN WITH FOUNDATION, LED, SIZE 3, 1 MODULE	1	EACH	\$6,000.00	\$6,000.00	\$3,250.00	\$3,250.00
34	L-125	RETROREFLECTIVE RUNWAY IDENTIFICATION SIGN ON EXISTING FOUNDATION	1	EACH	\$3,000.00	\$3,000.00	\$1,000.00	\$1,000.00
<b>TOTAL BID:</b>						<b>\$809,000.00</b>		<b>\$506,528.05</b>
PERCENT DIFFERENCE FROM ENGINEER'S ESTIMATE:							-37.39%	
BID SECURITY:							5% BID BOND	
NOTE: NO BIDS ERRORS WERE IDENTIFIED.								

C&S ENGINEERS, INC.

I CERTIFY THAT THIS IS A TRUE AND CORRECT TABULATION OF BIDS RECEIVED  
 APR 15, 2025 at 1:30pm.

C&S PROJECT NUMBER: 146.177.001

SIGNED:

*John Frayer*

18-Apr-25

**John Frazee**

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**From:** Baseline King Corp <baselinekingcorp@gmail.com>  
**Sent:** Wednesday, April 23, 2025 2:57 PM  
**To:** John Frazee  
**Subject:** Griffiss International Airport

RE: Airfield Guidance Sign & Navaid Upgrades  
FAA AIP Project No. 3-36-01-0119-065-2024

Baseline King Corp is satisfied with our bid for the above referenced project.

Bid Amount \$506,528.05

Thank you,

Jim King  
Baseline King Corporation  
111 Liberty Lane  
Barneveld, NY 13304

315-896-6106

## DISADVANTAGED BUSINESS ENTERPRISE (DBE) STATEMENT

The requirements of 49 CFR Part 26, Regulations of the U.S. Department of Transportation, apply to this contract. It is the policy of the Sponsor to practice nondiscrimination based on race, color, sex, or national origin in the award or performance of this contract.

### DISADVANTAGED BUSINESS ENTERPRISE:

The requirements of 49 CFR Part 26, Regulations of the U.S. Department of Transportation, apply to this contract. It is the policy of the Sponsor to practice nondiscrimination based on race, color, sex, or national origin in the award or performance of this contract. All firms qualifying under this solicitation are encouraged to submit proposals. Award of this contract will be conditioned upon satisfying the DBE requirements of this contract. These requirements apply to all bidders, including those who qualify as a DBE. A DBE contract goal of 7.7 percent has been established for this contract. The bidder shall make good faith efforts, as defined in Appendix A, 49 CFR Part 26, to meet the contract goal for DBE participation in the performance of this contract. Excerpts from 49 CFR Part 26 are included in Special Provisions to the General Provisions, Section SP 70-23, subsection A12.

As a condition of bid responsiveness, the Bidder or Offeror shall submit with its Proposal the "Contractor's DBE Plan", and "DBE Letter of Intent Forms" from each of the DBE firms the Bidder or Offeror intends to use. If the contract goal is not met, Bidder or Offeror shall include documentation of good faith efforts with its DBE Plan.

The Contractor's DBE Plan Form and DBE Letter Of Intent Form are located in Special Provisions. The website for the Unified Certification Program directory in the state of New York is:

<https://nysucp.newnycontracts.com/>.

**CERTIFICATION OF BIDDER/OFFEROR:** The undersigned Bidder or Offeror will satisfy the DBE requirements of these specifications in the following manner (please check the appropriate space):

☒ The Bidder or Offeror is committed to meeting or exceeding the DBE utilization goal stated above on this contract.

☐ The Bidder or Offeror, is unable to meet the DBE utilization goal stated above. However, we are committed to a minimum of \_\_\_\_% DBE utilization on this contract, and include documentation demonstrating good faith efforts.

### SMALL BUSINESS PARTICIPATION:

This Contract does not have a Small Business Element (SBE) set-aside.

IRS Number: 13-4035681

Signature and Title

President

(This form must be completed and submitted with the Proposal.)

**BIDDER'S LIST COLLECTION FORM**  
**(Bidder's Information)**

The sponsor is required by CFR Title 49, Subtitle A, Part 26, subpart A, § 26.11(c) to collect bidders list information from all bidders at the time of bid submittal. The data must be collected for all firms who bid as prime contractors or subcontractors (successfully or not). **All DBE firms listed in the bidder's letter of intent forms shall be included as well as any potential subcontractors for the project.**

As such, it is the responsibility of the bidder to complete the following information as a condition of submitting a proposal for this project. The sponsor will consider incomplete information to be an irregular proposal.

Airport Name: Griffiss International Airport

AIP No. 3-36-0119-065-2024 (D)

Project Name: Airfield Guidance Sign & Navigational Aid Upgrades

Bid Date: 4/15/25

**Bidder's Information**

Firm Name	Firm Street Address, City, State, Zip Code, Phone No.	DBE/Non DBE Status	NAICS Code(s) of Scope(s) Bid	Race/Gender of Majority Owner	Age of Firm	Annual Gross Receipts
MRS Airfield Lights & Supplies	48 Main St Waretown NJ 08758	<input checked="" type="checkbox"/> DBE <input type="checkbox"/> Non-DBE		<input type="checkbox"/> Black American <input type="checkbox"/> Hispanic American <input type="checkbox"/> Asian-Pacific American <input type="checkbox"/> Subcontinent Asian American <input type="checkbox"/> Native American <input checked="" type="checkbox"/> Non-Minority Woman <input type="checkbox"/> Other  Gender: <input type="checkbox"/> Male <input checked="" type="checkbox"/> Female	<input type="checkbox"/> Less than 1 year <input type="checkbox"/> 1-3 years <input type="checkbox"/> 4-7 years <input type="checkbox"/> 8-10 years <input checked="" type="checkbox"/> More than 10 yrs.	<input type="checkbox"/> Less than \$1M <input type="checkbox"/> \$1-\$3M <input type="checkbox"/> \$3-\$6M <input type="checkbox"/> \$6-\$10M <input checked="" type="checkbox"/> More than \$10M

**(This form must be completed and submitted with the Proposal.)**

**Subcontractor's Information**

Firm Name	Firm Street Address, City, State, Zip Code, Phone No.	DBE/Non DBE Status	NAICS Code(s) of Scope(s) Bid	Race/Gender of Majority Owner	Age of Firm	Annual Gross Receipts
Baseline King Corp.	111 Liberty Lane Barneveld, NY 13304	<input type="checkbox"/> DBE <input checked="" type="checkbox"/> Non-DBE		<input type="checkbox"/> Black American <input type="checkbox"/> Hispanic American <input type="checkbox"/> Asian-Pacific American <input type="checkbox"/> Subcontinent Asian American <input type="checkbox"/> Native American <input type="checkbox"/> Non-Minority Woman <input checked="" type="checkbox"/> Other  Gender: <input checked="" type="checkbox"/> Male <input type="checkbox"/> Female	<input type="checkbox"/> Less than 1 year <input type="checkbox"/> 1-3 years <input type="checkbox"/> 4-7 years <input type="checkbox"/> 8-10 years <input checked="" type="checkbox"/> More than 10 yrs.	<input type="checkbox"/> Less than \$1M <input type="checkbox"/> \$1-\$3M <input type="checkbox"/> \$3-\$6M <input type="checkbox"/> \$6-\$10M <input checked="" type="checkbox"/> More than \$10M
		<input type="checkbox"/> DBE <input type="checkbox"/> Non-DBE		<input type="checkbox"/> Black American <input type="checkbox"/> Hispanic American <input type="checkbox"/> Asian-Pacific American <input type="checkbox"/> Subcontinent Asian American <input type="checkbox"/> Native American <input type="checkbox"/> Non-Minority Woman <input type="checkbox"/> Other  Gender: <input type="checkbox"/> Male <input type="checkbox"/> Female	<input type="checkbox"/> Less than 1 year <input type="checkbox"/> 1-3 years <input type="checkbox"/> 4-7 years <input type="checkbox"/> 8-10 years <input type="checkbox"/> More than 10 yrs.	<input type="checkbox"/> Less than \$1M <input type="checkbox"/> \$1-\$3M <input type="checkbox"/> \$3-\$6M <input type="checkbox"/> \$6-\$10M <input type="checkbox"/> More than \$10M

**(This form must be completed and submitted with the Proposal.)**

### Subcontractor's Information

Firm Name	Firm Street Address, City, State, Zip Code, Phone No.	DBE/Non DBE Status	NAICS Code(s) of Scope(s) Bid	Race/Gender of Majority Owner	Age of Firm	Annual Gross Receipts
	_____	<input type="checkbox"/> DBE <input type="checkbox"/> Non-DBE		<input type="checkbox"/> Black American <input type="checkbox"/> Hispanic American <input type="checkbox"/> Asian-Pacific American <input type="checkbox"/> Subcontinent Asian American <input type="checkbox"/> Native American <input type="checkbox"/> Non-Minority Woman <input type="checkbox"/> Other  Gender: <input type="checkbox"/> Male <input type="checkbox"/> Female	<input type="checkbox"/> Less than 1 year <input type="checkbox"/> 1-3 years <input type="checkbox"/> 4-7 years <input type="checkbox"/> 8-10 years <input type="checkbox"/> More than 10 yrs.	<input type="checkbox"/> Less than \$1M <input type="checkbox"/> \$1-\$3M <input type="checkbox"/> \$3-\$6M <input type="checkbox"/> \$6-\$10M <input type="checkbox"/> More than \$10M
	_____	<input type="checkbox"/> DBE <input type="checkbox"/> Non-DBE		<input type="checkbox"/> Black American <input type="checkbox"/> Hispanic American <input type="checkbox"/> Asian-Pacific American <input type="checkbox"/> Subcontinent Asian American <input type="checkbox"/> Native American <input type="checkbox"/> Non-Minority Woman <input type="checkbox"/> Other  Gender: <input type="checkbox"/> Male <input type="checkbox"/> Female	<input type="checkbox"/> Less than 1 year <input type="checkbox"/> 1-3 years <input type="checkbox"/> 4-7 years <input type="checkbox"/> 8-10 years <input type="checkbox"/> More than 10 yrs.	<input type="checkbox"/> Less than \$1M <input type="checkbox"/> \$1-\$3M <input type="checkbox"/> \$3-\$6M <input type="checkbox"/> \$6-\$10M <input type="checkbox"/> More than \$10M

**(This form must be completed and submitted with the Proposal.)**  
 If additional space is needed, copy this form and submit with your original proposal



## CONTRACTOR'S DBE PLAN

(Submit this form and attach a DBE Letter of Intent Form for each DBE subcontractor, supplier or manufacturer.)

Airport Name: Griffiss International Airport

Project Name: Airfield Guidance Sign & Navigational Aid Upgrades

FAA AIP Project No: 3-36-0119-065-2024 (D)

Total Awarded Contract Amount: \$ 506,528.05 DBE Contract Goal: 7.7%

Name of Bidder's Firm: Baseline King Corp

Street Address: 111 Liberty Lane

City: Barneveld State: NY Zip: 13304

Printed name of signer: James King Printed title of signer: President

Email Address: baselinekingcorp@gmail.com

### DBE UTILIZATION SUMMARY

	DBE Contract Amount	DBE Value	Contract %
DBE Prime Contractor	\$ _____ x 1.00 =	\$ _____	_____ %
DBE Subcontractors	\$ _____ x 1.00 =	\$ _____	_____ %
DBE Suppliers (Dealer)*	\$ _____ x 0.60 =	\$ _____	_____ %
DBE Suppliers (Distributor)*	\$ <u>100,000</u> x 0.40 =	\$ <u>40,000</u>	<u>7.7</u> %
DBE Manufacturers	\$ _____ x 1.00 =	\$ _____	_____ %
<b>Total Proposed DBE Participation **</b>		\$ <u>40,000</u>	<u>7.7</u> %

\* DBE Suppliers must complete the USDOT Dealer / Distributor classification form. This form must be included with the submission of the DBE plan.

\*\*If the total proposed DBE participation is less than the established DBE goal, Bidder must provide adequate written documentation of good faith efforts as required by 49 CFR Part 26, Appendix A.

### Affirmation:

The undersigned hereby assures that the information included herein is true and correct, and that the DBE firm(s) listed on the attached DBE Letter of Intent Forms have agreed to perform a commercially useful function in the work items noted for each firm. The undersigned further understands that no changes to this plan may be made without prior approval from the Airport.

By: [Signature] (Signature of Bidder's representative) President (Title)

(This form must be completed and submitted with the Proposal.)

## DBE LETTER OF INTENT FORM

(Submit one form for each DBE subcontractor, supplier or manufacturer.)

Project Name/Location: Airfield Guidance Sign & Navigational Aid Upgrades / Griffiss International Airport  
FAA AIP Project No: 3-36-0119-065-2024 (D)  
Name of Bidder's Firm: Baseline King Corp  
Street Address: 111 Liberty Lane  
City: Barnesville State: NY Zip: 13304  
Name of DBE firm: MRS Airfield Lights & Supplies  
Street Address: 48 main St  
City: Waretown State: NJ Zip: 08758  
Contact Person: Shelly Schindewolf Email: shelly@mrselectricalsupplies.com  
Certifying Agency: \_\_\_\_\_  
(DBE firm shall submit evidence, such as a photocopy, of their certification status)

Classification: Prime Contractor ☐ Subcontractor ☐ Joint Venture ☒  
☒ Supplier/Dealer ☒ Supplier/Distributor ☐ Manufacturer

Disadvantaged Group (check one):

Black American Male Female	Hispanic American Male Female	Native American Male Female	Subcont. Asian American Male Female
Asian Pacific American Male Female	Non-Minority Male Female <input checked="" type="checkbox"/>	Other (not of any group listed here) Male Female	

### SUMMARY OF WORK ITEMS

Work Item(s)	Detailed Description of Work to be Performed Under Work Item	NAICS	Dollar Amount	Manufacturer / Regular Dealer / <u>Distributor</u> / Broker*
<u>L-125</u>	<u>electrical items</u>		<u>100,000</u>	<u>Distributor</u>

\*For DBE suppliers only, state how the DBE will perform. For dealer/distributor/broker, Form 3 must be included

The undersigned bidder/offeree is committed to utilizing the above-named DBE firm for the work described above. The total expected dollar value of this work is \$ 100,000. The bidder/offeree understands that if it is awarded the contract/agreement resulting from this procurement, it must enter a subcontract with the DBE firm identified above that is representative of the type and amount of work listed. Bidder/offeree understands that upon submitting this form with its bid/offer, it may not substitute for or terminate the DBE listed above without following the procedures of 49 CFR Part 26, §26.53. A termination includes any reduction or underrun in work listed for a DBE not caused by a material change to the prime contract by the recipient.

#### Affirmation:

The above-named DBE firm affirms that it will perform the portion of the contract for the estimated dollar value as stated above.

By: Michelle Schindewolf President (Signature of DBE firm's representative) (Title)

By: \_\_\_\_\_ (Signature of Bidders representative) (Title)

If the bidder does not receive award of the prime contract, any and all representations in this Letter of Intent and Affirmation shall be null and void.

(This form must be completed and submitted with the Proposal.)



U.S. Department of  
Transportation

# DBE Regular Dealer/Distributor Affirmation Form

Contract Name/Number:

Sections 26.53(c)(1) of Title 49 Code of Federal Regulations requires recipients to make a preliminary counting determination for each DBE listed as a regular dealer or distributor to assess its eligibility for 60 or 40 percent credit, respectively, of the cost of materials and supplies based on its demonstrated capacity and intent to perform as a regular dealer or distributor, as defined in section 26.55(e)(2)(iv)(A),(B),(C), and (3) under the contract at issue. The regulation requires the recipient's preliminary determination to be made based on the DBE's written responses to relevant questions and its affirmation that its subsequent performance of a commercially useful function will be consistent with the preliminary counting of such participation. The U.S. Department of Transportation is providing this form as a tool for recipients, prime contractors, regular dealers, and distributors to use to carry out their respective responsibilities under this regulation. The form may be used by each DBE supplier whose participation is submitted by a bidder for regular dealer or distributor credit on a federally-assisted contract with a DBE participation goal. The form may also be used by prime contractors in connection with DBE regular dealer or distributor participation submitted after a contract has been awarded provided such participation is subject to the recipient's prior evaluation and approval. If this form is used, it should be accompanied by the bidder's commitment, contract, or purchase order showing the materials the DBE regular dealer or distributor is supplying. Use of this tool is not mandatory. If a recipient chooses a different method for complying with Section 26.53(c)(1), it must include that method in its DBE Program Plan.

DBE Name: **MRS Airfield Lights & Supplies, LLC**

Total Subcontract/Purchase Order Amount:

Authorized DBE Representative (Name and Title):

**Michele Schindewolf, President**

NAICS Code(s) Related to the Items to be Sold/Leased:  
**423610**

1. Will all items sold or leased be provided from the on-hand inventory at your establishment? ☐ YES ☒ NO

(If "YES," you have indicated that your performance will satisfy the regular dealer requirements and may be counted at 60%. **STOP here. Read and sign the affirmation below.** If "NO" Continue.)

- a) Are you selling bulk items (e.g., petroleum products, steel, concrete, concrete products, sand, gravel, asphalt, etc.) or items not typically stocked due to their unique characteristics (aka specialty items)?  
☒ YES ☐ NO (If "YES," Go to Question 2. If "NO" Continue.)

- b) Will at least 51% of the items you are selling be provided from the inventory maintained at your establishment, and will the minor quantities of items delivered from and by other sources be of the general character as those provided from your inventory?

☐ YES ☐ NO\* (If "YES," you have indicated that your performance will satisfy the regular dealer requirements and may be counted at 60%. **STOP here. Read and sign the affirmation below.**

\*If 1., 1.a), and 1. b) above are "NO," your performance on the whole will not satisfy the regular dealer requirements; therefore, only the value of items to be sold or leased from inventory can be counted at 60%. (Go to Question 3. to determine if the items delivered from and by other sources are eligible for Distributor credit.)

2. Will you deliver all bulk or specialty items using distribution equipment you own (or under a long-term lease) and operate?

☐ YES ☒ NO  
(If "YES," you have indicated that your performance will satisfy the requirements for a regular dealer of bulk items and may be counted at 60%. **STOP here. Read and sign the affirmation below.**)

If "NO," your performance will not satisfy the requirements for a regular dealer of bulk items; the value of items to be sold or leased cannot be counted at 60%. (Go to Question 3.)

3. Will the written terms of your purchase order or bill of lading from a third party transfer responsibility, including risk for loss or damage, to your company at the point of origin (e.g. a manufacture's facility)?

☒ YES<sup>2</sup> ☐ NO<sup>3</sup>

- a) Will you be using sources other than the manufacturer (or other seller) to deliver or arrange delivery of the items sold or leased?

☒ YES<sup>2</sup> ☐ NO<sup>3</sup>

<sup>2</sup> If your responses to 3 and 3.a) are "YES," you have indicated that your performance will satisfy the requirements of a distributor; therefore, the value of items sold or leased may be counted at 40%.

<sup>3</sup> If you responded "NO" to either 3 or 3.a), counting of your participation is limited to the reasonable cost of fees or commissions charged, including transportation charges for the delivery of materials or supplies; the cost of materials or supplies may not be counted.

I affirm that the information that I provided above is true and correct and that my company's subsequent performance of a commercially useful function will be consistent with the above responses. I further affirm that my company will independently negotiate price, order specified quantities, and pay for the items listed in the bidder's commitment. This includes my company's responsibility for the quality of such items in terms of necessary repairs, exchanges, or processing of any warranty claims for damaged or defective materials.

Printed Name and Signature of DBE Owner/Authorized Representative:

**Michele Schindewolf**

*Michele Schindewolf*

The bidder acknowledges its responsibility for verifying the information provided by the DBE named above and ensuring that the counting of the DBE's participation is accurate. Any shortfall caused by errors in counting are the responsibility of the bidder.

Printed Name and Signature of Bidder's Authorized Representative:

**James King**

*James King*

January 29, 2025

Michele Schindewolf  
President  
**MRS Airfield Lights & Supplies, LLC**  
48 Main Street  
Waretown, NY 08758

**RE: ANNUAL DECLARATION OF ELIGIBILITY - CONTINUED DBE ELIGIBILITY**

Dear Michele Schindewolf:

We are pleased to inform you that **MRS Airfield Lights & Supplies, LLC**, continues to meet the eligibility criteria for Disadvantaged Business Enterprise (DBE) certification pursuant to U.S. Department of Transportation, Code of Federal Regulations Title 49 Part 26.

You must submit every year on the anniversary of the original certification the Declaration of Eligibility (DOE) along with documentation to support gross receipts. It is your responsibility to notify this office in writing within 30 days of any changes. Failure to do so may result in decertification of your business.

If you have any questions regarding this letter, please contact me at (201) 395-3902 or via email at [tsessoms@panynj.gov](mailto:tsessoms@panynj.gov)

We invite you to use the following links to:

- Provide us with feedback on your experience with the certification process -  
<https://forms.office.com/g/w033bEN0Yv>
- Learn more about next steps to take to find opportunities -  
<https://www.panynj.gov/content/dam/port-authority/business-opportunities/certified-firms-next-step-guide.pdf>

Sincerely,



Tamir Sessoms  
Certification Analyst  
Office of Diversity, Equity & Inclusion



Please be sure to add [panynj@diversitysoftware.com](mailto:panynj@diversitysoftware.com) - our official system email address- to your safe sender list so you don't miss any messages from us.

## Business & Contact Information

BUSINESS NAME	<b>MRS Airfield Lights &amp; Supplies, LLC</b>
OWNER	<b>MS. MICHELE SCHINDEWOLF</b>
ADDRESS	<b>48 Main Street Waretown, NJ 08758 <a href="#">[map]</a></b>
PHONE	<b>609-259-5720</b>
FAX	<b>609-259-2152</b>
EMAIL	<b><a href="mailto:shelly@mrselectricalsupplies.com">shelly@mrselectricalsupplies.com</a></b>
WEBSITE	<b><a href="https://www.mrselectricalsupplies.com">https://www.mrselectricalsupplies.com</a></b>
COUNTY	<b>Ocean (NJ)</b>

## Certification Information

CERTIFYING AGENCY	<b>The Port Authority of New York &amp; New Jersey</b>
CERTIFICATION TYPE	<b>DBE - Disadvantaged Business Enterprise</b>
CERTIFIED BUSINESS DESCRIPTION	<b>Electrical Supply Distributor: Wiring Supplies Merchant Wholesalers Airfield Lighting (runway/taxiway, obstruction, approach) Lamps Transformers Windcones Regulators Safety Supplies.</b>

## Commodity Codes

Code	Description
NAICS 423610	Electrical Apparatus and Equipment, Wiring Supplies, and Related Equipment Merchant Wholesalers
NAICS 425120	Agents and brokers, durable goods, wholesale trade