



ALBANY COUNTY AIRPORT AUTHORITY

REGULAR MEETING

AGENDA

May 3, 2021

General:

- 1. Chairman's Remarks**
- 2. Approval of Minutes**
Regular Meeting - March 15, 2021
- 3. Communications and Report of Chief Executive Officer**

Reports:

- 4. Chief Financial Officer**
- 5. Project Development**
- 6. Counsel**
- 7. Concessions/Ambassador Program**
- 8. Public Affairs**
- 9. Business & Economic Development**

Action Items:

- 10. Authorization of Contracts/Leases/Contract Negotiations/Contract Amendments**
 - 10.1 Issue Purchase Order for Purchase and Installation of a new Carpet for A-Concourse**
 - 10.2 Agreement: Non-Exclusive Agreement to List & Sell Surplus Property on On-Line Auctioning Service - GovDeals.com**



- 10.3 Contract: Modernization Upgrade to 1998 Elevator #13 at the Air Traffic Control Tower Proposal dated 4/23/2021 under New York State Contract #PS901AA-ACAA Contract 21-1013-EV.**
- 10.4 Lease: Affirmation and authorization of Lease L-001506 Renewal, NYS Office of General Services on behalf of NYS Division of Military and Naval Affairs**
- 10.5 GE Collaborative Research Agreement**
- 11. Authorization of Change Orders**
 - 11.1 Change Order #1: Authorization to award Change Order #1 to Contract # 1029-GC Roof Replacement and Coating at CommutAir (Building #211)**
- 12. Authorization of Federal and State Grants - None**
- 13. Informational Only - None**

Old Business:

New Business:

Executive Session - Attorney-Client Privilege Matters:

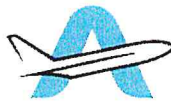
ES-1 – Employment history of a particular individual.

AGENDA ITEM NO. 1

Chairman's Remarks

AGENDA ITEM NO. 2

Approval of Minutes



Minutes of the Regular Meeting of the Albany County Airport Authority

March 15, 2021

Pursuant to notice duly given and posted, the regular meeting of the Albany County Airport Authority was called to order on Monday, March 15, 2021 @ 11:30 a.m. in the 3rd Floor Conference Room of the main terminal located at the Albany International Airport via telephonic/Zoom by Chairman Samuel A. Fresina with the following present:

MEMBERS PRESENT

Samuel A. Fresina
Kevin R. Hicks (via Zoom)
Lyon M. Greenberg, M.D.
Steven H. Heider
Sari M. O'Connor
Thomas A. Nardarcci
John-Raphael Pichardo

MEMBERS ABSENT

STAFF

Philip F. Calderone, Esq.
Christine C. Quinn
Michael F. Zonsius
Doug Myers
Matthew J. Cannon
Liz Charland
Dwayne Lovely
Steve Iachetta
John LaClair
Helen Chadderdon
Kathy Greenwood

ATTENDEES

Fred Acunto, Airport Manager, AvPorts
John DelBalso, Assistant Airport Manager, AvPorts
Ray Casey, Airport Consultant
Robert Heitz, Million Air
Dave Cook, Airport Fire Chief
Dennis Feeney, Majority Leader
Perry Blanchard, IT Albany County
George Penn, Albany County



General:

1. Chairman's Remarks

2. Approval of Minutes

Mr. Hicks moved to approve the minutes of the February 1, 2021 meeting.

The motion was adopted unanimously.

3. Communications and Report of Chief Executive Officer

Mr. Calderone presented the Communications and Report of the Chief Executive Officer for the month of March 2021.

Financial and Audit Items 14.1, 14.2, 14.3 & 14.4 for review/approval.

Dr. Greenberg, Chair of the Audit Committee, advised the Board that the Audit committee had met this morning prior to the regular Board meeting to review the Financial and Audit Items and recommended their acceptance and approval.

Mr. Fresina moved to “bundle” the approvals for the following items:

- 14.1 Comprehensive Annual Financial Report for the year-ended 2020 with draft auditor reports;**
- 14.2 Airlines Rates and Charges Settlement and Revenue Sharing Calculation Report for the year ended December 31, 2020 with draft consultant report;**
- 14.3 Annual Investment Report which includes a copy of the Cash Management and Investment Policy (the Policy) and explanation of the Policy and draft auditor report;**
- 14.4 Performance Measurement Report for 2020**
- 14.5 Financial Statements – Other Post Employment Benefit Trust**

The motion to “bundle” the approvals was adopted unanimously.

Dr. Greenberg moved to approve as a “bundle” the following items as recommended by the Audit Committee:

- 14.1 Comprehensive Annual Financial Report for the year-ended 2020 with draft auditor reports;**
- 14.2 Airlines Rates and Charges Settlement and Revenue Sharing Calculation Report for the year ended December 31, 2020 with draft consultant report;**
- 14.3 Annual Investment Report which includes a copy of the Cash Management and Investment Policy (the Policy) and explanation of the Policy and draft auditor report;**
- 14.4 Performance Measurement Report for 2020**



14.5 Financial Statements – Other Post Employment Benefit Trust

The motion was adopted unanimously.

Management Reports:

4. Chief Financial Officer

- 5.1 Statistical and Financial Performance
- 5.2 Comparison of Enplanements
- 5.3 Summary of Airline Scheduled Flights and Markets
- 5.4 USDOT Arrival and Departure Statistics

4. Project Development

Mr. LaClair presented the Project Development report for the month of March 2021.

6. Counsel

Ms. Quinn presented Counsel's report for the month of March 2021.

7. Concessions/Ambassador Program

Ms. Chadderdon presented the Concessions/Ambassador Status Report for the month of March 2021.

8. Public Affairs

Mr. Myers presented the Public Affairs Report for the month of March 2021.

9. Business & Economic Development

Mr. Cannon presented the Business & Economic Development Report for the month of March 2021.

Action Items:

10. Authorization of Contracts/Leases/Contract Negotiations/Contract Amendments

10.1 Issue Purchase Order for Purchase and Installation of a new Carpet for A-Concourse - **Tabled**

Mr. Fresina moved to table the issuance of a Purchase Order for the Purchase and Installation of new carpet for A-Concourse. The motion was adopted unanimously.

10.2 Construction Contract: Authorization to Award Construction Contract 20-1065-GC Runway 19 Obstruction Tree Removal to Terry Tree Service LLC.

Mr. LaClair recommended authorization to award Contract 1065-GC for Runway 19 Obstruction Tree Removal to qualified low bidder Terry Tree Service, LLC. for \$397,070.00. He advised the contract scope includes selective tree topping, tree removal and site restoration including select plantings in the Safety Area of Runway 19 to maintain FAA published approach minimums. The award of this contract is contingent on FAA concurrence and upon low bidder's compliance with NYSDOL apprenticeship requirements. If the low bidder does not comply, the CEO has authority to award to the second lower bidder.

Ms. O'Connor moved to authorize to award of Contract 1065-GC for Runway 19 Obstruction Tree



Removal to low bidder Terry Tree Service, LLC. in the amount of \$397,070.00 with award of this contract contingent on FAA concurrence and upon low bidder's compliance with NYSDOL apprenticeship requirements and if the low bidder does not comply, the CEO has authority to award to the second lower bidder. The motion was adopted by majority with Mr. Hicks opposing.

10.3 Heavy Equipment Contract: Authorization to Award Contract E-20-1071: Purchase of One 2021 Cab Forward Chassis with 18-Foot Front Mount Broom Including a Forced Air Blast Blower System;

Mr. Iachetta recommended authorization to approve Contract E-20-1070 for the Purchase of One 2021 Cab Forward Chassis with 18-Foot Front Mount Broom including a Forced Air Blast Blower System Airport Carrier Vehicle with High-Speed Snow Blower to qualified low-bidder M-B Companies, Inc. in the amount of \$580,635 as recommended by Project Engineer, Chris Brubach, P.E. He advised this procurement is necessary to replace fleet #M40, a 2001 Oshkosh MB Broom, which is beyond functional utility. This equipment procurement is programmed with FAA as one of three units for FY 2021 Discretionary Airport Improvement Program funding with 90% FAA and 5% State and Airport share allocations respectively. Final Award is contingent on FAA Grant issuance.

Dr. Greenberg moved to Award Contract E-20-1071 for the purchase of one 2021 Cab Forward Chassis with 18-Foot Front Mount Broom Including a Forced Air Blast Blower System in the amount of \$580,635 contingent on FAA grant issuance. The motion was adopted unanimously.

10.4 Lease Extension: One Year Lease Extension to AFCO AvPorts Management, LLC for Airport Management Services

Ms. Quinn recommended a one-year extension to AFCO AvPorts Management, LLC's agreement for Airport Management Services. She advised that the current agreement with AFCO AvPorts Management expires on December 31, 2021 and as we prepared to release an RFQ for Airport Management Services it became clear that due to the ongoing pandemic it would be most beneficial for the Airport to extend our current agreement with AFCO AvPorts Management for one year. She advised the current pandemic has had an unprecedented impact on the aviation industry and a one-year extension will allow for necessary continuity and a more meaningful RFQ process.

Mr. Pichardo moved to authorize a One-Year Lease Extension to AFCO AvPorts Management, LLC for Airport Management Services. The motion was adopted unanimously.

10.5 Elevator Equipment Contract: Authorization to Award Contract 21-1078: Furnish and Install Touchless Elevator Pushbutton Systems at Seventeen Airport Elevators; NYS Contract PS901AA

Mr. Iachetta recommended authorization to award Contract 21-1078 to KONE, Inc. to furnish and install the Phantom touchless pushbutton sensor system at 17 Airport elevators under New York State Contract PS901AA in the amount of \$97,036.50 and 100% Airport/PFC funded. He advised that if approved, Contract 21-1078 will complete the conversion of all 19 Airport elevators to this state-of-the-art hygienic elevator technology. (Elevators #6 and #12 are included under separate Contracts.)

Mr. Nardacci moved to authorize the award of Contract No. 21-1078 to Kone, Inc. to furnish and install the Phantom touchless pushbutton sensor system at seventeen Airport elevators under New York State Contract PS901AA in the amount of \$97,036.50. The motion was adopted unanimously.



10.6 Elevator Equipment Contract: Authorization to Award Contract 21-1063-EL: Concourse A Elevator #12 Modernization per KONE, Inc. Proposal dated 2/4/2021 under NYS Contract PS901AA

Mr. Iachetta recommended authorization to award Contract 21-1063-EL to KONE, Inc. to remove a 1979 elevator deemed beyond functional utility and to furnish and install the new KONE, Inc. elevator system under New York State Contract PS901AA in the amount of \$200,058.68. He advised the scope of work includes cab, door, operator equipment, new infrared door sensors, pump and machine room equipment and new touchless pushbutton controls and new Wilsonart interior panels, LED lighting and burnished chrome handrails and manual button functions remain to meet all Building Code requirements. The contract will be 100% Airport funded.

Mr. Nardacci moved to authorize the award of Contract No. 21-1063-EL to KONE, Inc. to remove a 1979 elevator and install the new KONE, Inc. elevator system under New York State Contract PS901AA in the amount of \$200,058.68. The motion was adopted unanimously.

10.7 Construction Contract: Authorization to Award Construction Contract S-20-1075FP Terminal Fire Alarm Replacement to Hewitt & Young Electric

Mr. LaClair recommended authorization to award Contract S-20-1075-FP for Terminal Fire Alarm Replacement to qualified low bidder Hewitt & Young Electric for \$1,447,500.00 (PFC funded)/100% airport funded. He advised the contract scope includes complete replacement of the existing 25-year-old system with new upgradable equipment including sensors, detectors, monitors and controls in both the Airport Operations and ARFF control centers and complete removal of the existing system after the new system is in place and tested. The award of this contract is contingent on compliance with the M/WBE requirements.

Mr. Hicks moved to authorize the award of Contract S-20-1075-FP for Terminal Fire Alarm Replacement to qualified low bidder Hewitt & Young Electric for \$1,447,500.00 contingent on compliance with the M/WBE requirements.

10.8 Amendment No. 4: Hangar Lease Agreement No. L-759: Hyannis Air Service, Inc. d/b/a Cape Air & Nantucket Airlines

Ms. Quinn recommended authorization to enter into Amendment No. 4 to Hangar Lease Agreement No. L-759 with Hyannis Air Service, Inc. d/b/a Cape Air & Nantucket Airline. She advised the current Lease was effective July 1, 2011, went to holdover, month-to-month status December 31, 2017, it's term was extended to December 31, 2017 by Amendment 2, and its term was extended to March 31, 2020 by Amendment No. 3 and has been month-to-month since. This Amendment No. 4 extends the term of the lease to March 31, 2021 and gives Cape Air the option to extend the term of the lease one year from April 1, 2021 to March 31, 2022. The rent will be \$6,532.43 per month (\$78,389.16 annually).

Mr. Nardacci moved to authorize said Amendment No. 4 to Hangar Lease Agreement No. L-759: Hyannis Air Service, Inc. d/b/a Cape Air & Nantucket Airlines. The motion was adopted unanimously.

10.9 Fifth Lease Extension to Lease No. L-479: 70 Sicker Road Bldg. No. 214 with Custom Auto Radio Distribution, Inc.

Ms. Quinn recommended authorization for a fifth lease extension for Lease No. L-479, 70 Sicker Road, Bldg. No. 214 with Custom Auto Radio Distribution, Inc. She advised this is a one-year lease extension expiring December 31, 2021. The rent during 2021 will be \$3,131.78 per month (\$37,581.36 annually). Rent will increase annually by the existing Consumer Price Index for All Urban Consumers – Northeast, Not Seasonally Adjusted.



Ms. O'Connor moved to authorize said Fifth Lease Extension. The motion was adopted unanimously.

10.10 Lease Agreement – Lease No. L-21-1080: 737 Albany Shaker Road – ACAA Building. No. 117 with Champlain Enterprises, LLC d/b/a CommutAir

Ms. Quinn recommended approval of a lease with Champlain Enterprises, LLC d/b/a CommutAir. She advised the lease agreement will be for a three--year term from May 1, 2021 to April 30, 2024 and as a part of this lease agreement the Authority will provide up to \$20,000 in necessary repair costs. Rent will be \$46,356.36 per year (\$3,863.03 per month) plus utilities. The rent will increase 3% each year.

Dr. Greenberg moved to approved Lease No. L-21-1080 – 737 Albany-Shaker Road – ACAA Building No. 117 with Champlain Enterprises, LLC d/b/a CommutAir. The motion was adopted unanimously.

11. Authorization of Change Orders

12. Authorization of Federal and State Grants

12.1 Grants: Authorization to Accept Airport Improvement Program Grant 3-36-001-xxx-2021; Coronavirus Response and Relief Supplemental Appropriations Act, 2021-General and Concessions;

Mr. Iachetta recommended Acceptance of Federal Airport Improvement Grant No. 3-36-001-XXX-2021; Coronavirus Response and Relief Supplemental Appropriations Act, 2021 – General and Concessions for a total program amount of \$5,412,267. General-Personnel/Debt Relief Share \$5,091,757; Concessions Relief Share \$320,510.

Dr. Greenberg moved to authorize Acceptance of Federal AIP No. 3-36-001-XXX-2021; Coronavirus Response and Relief Supplemental Appropriations Act, 2021 – General and Concessions. The motion was adopted unanimously.

13. Informational Only - None

14. Items 14.1, 14.2, 14.3, 14.4, 14.5, were presented and approved at the beginning of the meeting.

Old Business: None

New Business:

Executive Session - Attorney-Client Privilege Matters:

There being no further business, the meeting was adjourned at 12:55 p.m.



ALBANY COUNTY AIRPORT AUTHORITY

REGULAR MEETING

AGENDA

March 15, 2021

General:

Chairman's Remarks

Approval of Minutes

Regular Meeting – February 1, 2021

Communications and Report of Chief Executive Officer

Reports:

Chief Financial Officer

- 5. Project Development**
- 6. Counsel**
- 7. Concessions/Ambassador Program**
- 8. Public Affairs**
- 9. Business & Economic Development**

Action Items:

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- 10.6 Elevator Equipment Contract: Authorization to Award Contract 21-1063-EL: Concourse A Elevator #12 Modernization per KONE, Inc. Proposal dated 2/4/2021 under NYS Contract PS901AA**
- 10.7 Construction Contract: Authorization to Award Construction Contract S-20-1075FP Terminal Fire Alarm Replacement to Hewitt & Young Electric**
- 10.8 Amendment No. 4: Hangar Lease Agreement No. L-759: Hyannis Air Service, Inc. d/b/a Cape Air & Nantucket Airlines**
- 10.9 Fifth Lease Extension to Lease No. L-479: 70 Sicker Road Bldg. No. 214 with Custom Auto Radio Distribution, Inc.**
- 10.10 Lease Agreement – Lease No. L-21-1080: 737 Albany Shaker Road – ACAA Building. No. 117 with Champlain Enterprises, LLC d/b/a CommutAir**
- 11. Authorization of Change Orders
None**
- 12. Authorization of Federal and State Grants**
 - 12.1 Grants: Authorization to Accept Airport Improvement Program Grant 3-36-001-xxx-2021; Coronavirus Response and Relief Supplemental Appropriations Act, 2021-General and Concessions;**
- 13. Informational Only - None**
- 14.**
 - 14.1 Comprehensive Annual Financial Report for the year-ended 2020 with draft auditor reports;**
 - 14.2 Airlines Rates and Charges Settlement and Revenue Sharing Calculation Report for the year ended December 31, 2020 with draft consultant report;**



- 14.3 Annual Investment Report which includes a copy of the Cash Management and Investment Policy (the Policy) and explanation of the Policy and draft auditor report; and**
- 14.4 Performance Measurement Report for 2020**
- 14.5 Financial Statements – Other Post Employment Benefit Trust**

Old Business:

New Business:

Executive Session - Attorney-Client Privilege Matters:

AGENDA ITEM NO. 3

Communications and Report of Chief Executive Officer



MEMO: May 3, 2021

TO: Albany County Airport Authority Board Members

FROM: Philip F. Calderone, Esq., Chief Executive Officer

- New Logo, Branding, Website
- Improved Enplanements/Revised Rating Outlook
- Potential Infrastructure Projects for Federal/State Grant Opportunities:
Terminal Expansion, New Hangar Space, New Cargo Facilities
- GE Airport Collaborative Agreement
- Coronavirus Task Force Update

AGENDA ITEM NO. 4

Financials



ALBANY

INTERNATIONAL AIRPORT

Monthly Financial Report

March 2021

(dated April 26, 2021)

Table of Contents

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FBO Summary of Revenues, Expenses and Net Results	7
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Schedule of Scheduled Passenger Airline Services	10



April 26, 2021

ACAA Members

INTRODUCTION

The March 2021 highs and lows in brief are as follows:

- ↑ Airport operating profit \$272,259
- ↑ In May, Allegiant will start service to Nashville
- ↑ Seasonal destinations added in May include: Fort Lauderdale, Myrtle Beach, and Denver

- ↓ FBO operating profit (\$35,984)

Cargo continues to trend positively, while enplanement and operations continue to be below comparable month, YTD, and the previous twelve-month amounts, as shown below:

	Current Year versus			
	2021 Budget	2021 Month	2021 YTD	2021 Prev. 12 Mo.
Enplanements	(36.8%)	(20.9%)	(63.5%)	(77.1%)
Cargo	23.8	24.9	16.2	10.1
Operations	(5.2)	(21.1)	(32.9)	(36.1)

	Month	
	Mar20	Mar21
Destination Airports	18	15
Scheduled Monthly Flight	1,549	688
Average Daily Flights	50.0	22.2
Pax Lift (Pax Seats)	161,752	67,958
Enplanements	62,622	49,504

FINANCIAL INFORMATION

Cash Position – Unrestricted (Operating)

Despite continued unfavorable enplanement levels, the Airport continues to maintain a strong cash position. The Statements of Net Position provided on Page 5 reports unrestricted cash of \$19,297,325 and equates to approximately 7.26 months of operating reserves (Notes to Financial Statements #2, Page 8), this is a nominal change from the prior month.

Cash Position – Restricted

Restricted cash available for capital purposes is as follows:

Projects	\$ 5,666,132
Projects – PFC	9,161,832
Projects – Other	<u>1,351,399</u>
	\$16,179,363

Accounts Receivable

The Accounts Receivable balance is approximately 2.36 of average day total operating revenues.

Equity – YTD Earnings

The Summary of Revenues, Expenses and Net results is provided on Page 4. The Airport recorded a change in net position for the month and year-to-date shown as follows:

	Month	YTD
Airport Operating	\$272,259	(\$479,826)
FBO Profit	(<u>35,984</u>)	<u>197,558</u>
	236,275	(282,268)
Other Rev/Exp (d.ser.)	1,328,140	361,136
Capital Contributions	28,213	44,544
Airline Incnt. Payts.	(<u>20,088</u>)	(<u>60,264</u>)
	<u>1,336,265</u>	<u>345,416</u>
	\$1,572,540	\$ 63,148

Operating Revenues

The 2021 Operating Revenues do not include the following annual adjustments (generally reductions in revenue) that are recorded at each year end:

1. Airline Settlement - Landing, Terminal, Apron, Passenger Boarding Bridge; and,
2. Revenue Sharing (if any).

Monthly operating revenues were approximately \$2,196K and \$3,258K for 2021 and 2020, respectively, a difference of approximately \$1,062K. A portion of this decrease is attributable to the following:

Parking Revenue	\$ 521,822
Airline Revenue (total)	177,471
Rental Cars	121,157
Food & Beverage	26,466
Retail	38,300
Other	<u>176,979</u>
	\$1,062,195

YTD operating revenues were approximately \$6,036K and \$10,615K for 2021 and 2020, respectively, a difference of approximately \$4,579K. A portion of this decrease is attributable to the following:

Parking Revenue	~\$2,872,265
Airline Revenue (total)	~ 694,638
Rental Cars	~ 85,010
Food & Beverage	~ 80,109
Retail	~ 74,399
Other	~ <u>772,868</u>
	~ \$4,579,289

Airport Operating Expenses

Monthly operating expenses were approximately \$1,925K and \$2,337K for 2021 and 2020, respectively. YTD operating expenses were \$6,517K and \$7,794K for 2020 and 2019, respectively.

Non-Operating Revenue

Recorded in the month was \$1,820,194 of CARES Act funding, YTD CARES Act funding is \$1,820,194.

AIRPORT OPERATING BUDGET

Monthly operating revenues were unfavorable by approximately \$1,062K, again, due in large part to the decrease in parking revenue, rental car revenues and food & beverage sales. Monthly operating expenses compared to budget were favorable by \$412K.

YTD operating revenues were unfavorable by approximately \$2,171K, again, due in large part to the decrease in parking revenue, rental car revenues and food & beverage sales. YTD operating expense were favorable by approximately \$868K.

MILLION AIR FBO OPERATIONS

Revenues derived from the sale of JetA and AvGas fuels is the largest contributor of FBO revenue. Below are the fuel sold in gallons for both JetA and AvGas:

	<u>Current Year versus</u>			
	2021 Budget	2020 Month	2020 YTD	2020 Prev. 12 Mo.
JetA (gals)	(0.3%)	19.2%	(2.2%)	(25.7%)
AvGas (gals)	(35.0)	(29.2)	(33.7)	(13.1)

FBO Summary of Revenues, Expenses and Net results are shown on Page 7.

The FBO had operating profits of (\$35,984) and \$197,558, for the month and year-to-date, respectively. The decrease in the monthly operating profit is due to the decrease of de-icing activities during the month.

PASSENGER AIRLINE SCHEDULES

Weekly Passenger Airline schedule flight changes over the past months are as follows:

	<u>Begin</u>	<u>+</u>	<u>-</u>	<u>End</u>
Mar20 (week #13-20)				354
Apr20 (week #17)				313
May20 (week #22)				98
Jun20 (week #26)	98	12	185	140
July20 (week #30)	140	50	7	183
Aug20 (week #34)	183	40	2	221
Sep20 (week #39)	221	4	78	147
Oct20 (week #44)	147	26	5	168
Nov20 (week #49)	168	32	27	173
Dec20 (week #53)	173	16	17	172
Jan21 (week #03-21)	172	-	30	142
Feb21 (week #08-21)	131	12	1	142
Mar21 (week #12-21)	142	24	8	158
Apr21 (week #16-21)	158	43	(9)	192
May21 (week #21-21)	192	74	3	263

PROJECTIONS

Annual 2021 enplanement projections at the following dates are as follows:

Jan 2021	740,000
Feb 2021	650,000
Mar 2021	650,000

Annual 2022 enplanement projections at the following dates are as follows:

Jan 2021	1,200,000
Feb 2021	1,200,000
Mar 2021	1,200,000

COMPARISON WITH NATIONAL

Comparison of enplanement and cargo levels with the North American (NAM) amounts as provided by ACI-NA are as follows:

Enplanements

	<u>Month YOY%</u>		<u>YTD YOY%</u>		<u>12YE YOY%</u>	
	<u>NAM</u>	<u>ALB</u>	<u>NAM</u>	<u>ALB</u>	<u>NAM</u>	<u>ALB</u>
Jun20	(78.1)	(77.0)	(53.7)	(54.2)	(24.8)	(25.3)
Jul20	(69.9)	(78.4)	(56.3)	(58.2)	(31.6)	(33.1)
Aug20	(66.7)	(80.0)	(57.7)	(61.2)	(37.8)	(41.0)
Sep20	(63.0)	(76.5)	(58.3)	(62.8)	(43.1)	(47.3)
Oct20	(60.7)	(74.2)	(58.6)	(64.0)	(48.6)	(54.1)
Nov20	(60.2)	(75.3)	(58.7)	(65.0)	(53.4)	(59.9)
Dec20	(61.4)	(75.0)	(58.9)	(65.8)	(58.9)	(65.8)
Jan21	(61.1)	(75.9)	(61.1)	(75.9)	(63.6)	(71.7)
Feb21		(73.0)		(75.3)		(77.2)
Mar21		(20.9)		(63.5)		(77.1)

Cargo

	<u>NAM</u>	<u>ALB</u>	<u>NAM</u>	<u>ALB</u>	<u>NAM</u>	<u>ALB</u>
Jun20	11.7	11.8	2.2	8.7	1.1	10.0
Jul20	12.7	15.1	3.5	9.7	1.6	10.8
Aug20	1.5	1.8	3.3	8.6	1.8	10.7
Sept20	16.0	23.1	4.7	10.2	3.7	12.5
Oct20	10.0	9.8	5.3	10.1	4.5	12.6
Nov20	10.1	5.6	5.7	10.0	5.6	12.7
Dec20	15.5	4.0	6.5	9.2	6.5	9.2
Jan21	14.9	11.7	14.9	11.7	8.2	9.3
Feb21		11.5		11.6		8.4
Mar21		24.9		16.2		10.1

Albany County Airport Authority
Statements of Net Position

	Unaudited March 31, 2020	Unaudited March 31, 2021
<u>ASSETS</u>		
CURRENT ASSETS		
Unrestricted Assets		
Cash and cash equivalents	\$16,372,837	\$19,297,325
Accounts receivable - net	1,068,163	296,373
Prepaid Expenses	509,037	430,403
Total Unrestricted Assets	17,950,037	20,024,101
Restricted Assets		
Operating and Renewal Reserves	12,690,953	7,103,806
CFC Funds	447,971	449,183
Capital Funds	13,707,830	5,666,132
PFC Funds	16,730,445	9,161,832
Revenue Bond Funds	10,853,499	9,052,596
Revenue Bonds in Escrow	44,825,991	--
FAA Restricted Funds	1,085,796	203,675
Concession Improvement Funds	696,456	698,541
Total Restricted Assets	101,038,941	32,335,765
Total Current Assets	118,988,978	52,359,866
NON-CURRENT ASSETS		
Bond Insurance Premiums	230,587	--
Capital Assets	285,518,828	283,107,213
Prepaid Expenses	225,103	225,103
Total Non-Current Assets	285,974,518	283,332,316
Total Assets	404,963,496	335,692,182
<u>DEFERRED OUTFLOWS OF RESOURCES</u>		
Refunding	2,145,790	1,802,374
OPEB Expenses	621,658	504,922
Pension Expenses	541,970	1,046,330
Total Deferred Outflows of Resources	3,309,418	3,353,626
TOTAL ASSETS AND DEFERRED OUTFLOWS	408,272,914	339,045,808
<u>LIABILITIES AND NET ASSETS</u>		
CURRENT LIABILITIES		
Payable from Unrestricted Assets	6,691,800	3,154,956
Payable from Restricted Assets	17,267,069	9,310,732
Total Current Liabilities	23,958,869	12,465,688
NON-CURRENT LIABILITIES		
Bonds and other debt obligations	128,767,876	77,033,440
Net OPEB liability	7,660,297	5,782,738
Net pension liability - proportionate share	385,735	1,171,764
Total Non-Current Liabilities	136,813,908	83,987,942
Total Liabilities	160,772,777	96,453,630
<u>DEFERRED INFLOWS OF RESOURCES</u>		
Concession Improvement Funds	698,128	649,394
OPEB expenses	48,217	1,552,848
Pension expenses	119,207	44,658
Total Deferred Inflows of Resources	865,552	2,246,900
<u>NET POSITION</u>		
Invested in Capital Assets, net of Related Debt	157,170,182	204,682,374
Restricted	85,032,563	25,520,266
Unrestricted	4,431,839	10,142,638
Net Position	246,634,584	240,345,278
TOTAL LIABILITIES, DEFERRED INFLOWS AND NET POSITION		
	\$ 408,272,914	\$ 339,045,808

Albany County Airport Authority
2021 Summary of Revenues, Expenses and Net Results
For the three months ended March 31, 2021

	Current Month			Year to Date		
	2021 Budget	2020 Actual	2021 Actual	2021 Budget	2020 Actual	2021 Actual
AIRPORT						
OPERATING REVENUES						
Airline	\$ 1,023,709	\$ 1,079,852	\$ 902,381	\$ 3,071,126	\$ 3,384,276	\$ 2,689,638
Non-Airline	1,711,938	2,179,143	1,294,420	5,135,814	7,231,314	3,346,663
Total Revenues	2,735,647	3,258,995	2,196,801	8,206,940	10,615,590	6,036,301
OPERATING EXPENSES						
Personal Services	809,192	710,132	638,546	2,427,577	2,320,003	2,149,480
Employee Benefits	435,396	421,492	412,686	1,306,189	1,282,144	1,224,173
Utilities & Communications	161,782	183,886	209,930	563,346	658,629	610,386
Purchased Services	363,096	479,165	296,442	1,636,373	1,898,982	1,392,250
Material & Supplies	419,340	404,408	282,094	1,379,720	1,204,768	840,337
Office	59,866	82,336	42,806	179,598	224,537	175,303
Administration	59,641	55,466	42,038	190,924	205,147	124,198
Total Expenses	2,308,313	2,336,885	1,924,542	7,683,727	7,794,210	6,516,127
AIRPORT OPERATING RESULTS	427,334	922,110	272,259	523,213	2,821,380	(479,826)
FBO OPERATING RESULTS	99,312	59,289	(35,984)	272,485	356,459	197,558
TOTAL OPERATING RESULTS	526,646	981,399	236,275	795,698	3,177,839	(282,268)
OTHER REVENUES (EXPENSES)						
Interest Earnings	58,408	63,220	8,087	175,224	211,452	23,524
Passenger Facility Charges	303,214	345,076	303,214	909,642	1,035,228	909,642
ACAA Debt Service	(844,234)	(1,250,643)	(844,234)	(2,532,702)	(3,424,233)	(2,532,702)
Line of Credit Interest	-	(7,701)	-	-	(31,117)	-
Non-Capital Equipment	(136,208)	(36,478)	-	(408,625)	(47,878)	(12,641)
Insurance Recoveries	-	-	-	-	-	37,171
Customer Facility Charges Income	-	-	-	-	50	-
Grant Income	428,067	11,780	1,830,373	1,284,200	22,800	1,844,042
Improvement Charges	30,700	30,700	30,700	92,100	92,100	92,100
Total Other Revenues(Expenses)	(160,053)	(844,046)	1,328,140	(480,161)	(2,141,598)	361,136
INCOME/(LOSS) BEFORE CAPITAL CONTRIBUTIONS	366,593	137,353	1,564,415	315,537	1,036,241	78,868
AIRLINE INCENTIVES	(33,333)	(75,194)	(20,088)	(100,000)	(229,301)	(60,264)
CAPITAL CONTRIBUTIONS		1,659,941	28,213		5,237,903	44,544
INCREASE IN NET POSITION		\$ 1,722,100	\$ 1,572,540		6,044,843	63,148
NET POSITION, BEGINNING OF PERIOD					240,589,741	240,282,130
NET POSITION, END OF PERIOD					\$ 246,634,584	\$ 240,345,278
RECONCIATION TO AIRLINE FUNDS REMAINING:						
NET RESULTS BEFORE RESERVES	366,593	137,353	1,564,415	315,537	1,036,241	78,868
Less: Capital Improvements	(275,000)	(275,511)	(275,000)	(825,000)	(826,534)	(825,000)
Less: Reserve Requirements	23,409	(36,323)	23,409	70,226	(108,969)	70,226
NET RESULTS	115,002	(174,481)	1,312,824	(439,237)	100,739	(675,906)
Revenue Sharing:						
Transfer to/from Airlines (50%)	57,501	(87,241)	656,412	(219,619)	(87,241)	(337,953)
Authority Share (50%)	57,501	(87,241)	656,412	(219,619)	50,369	(337,953)
Less: Airline Incentives	(33,333)	(75,194)	(20,088)	(100,000)	(229,301)	(60,264)
Net Authority Share	\$ 24,168	\$ (162,435)	\$ 636,324	\$ (319,619)	\$ (178,932)	\$ (398,217)

Albany County Airport Authority
FBO Results
For the three months ended March 31, 2021

	Current Month			Year to Date		
	2021 Budget	2020 Actual	2021 Actual	2021 Budget	2020 Actual	2021 Actual
OPERATING REVENUES						
Retail Fuel						
Jet A Fuel Sales	\$ 413,333	\$ 274,853	\$ 379,093	\$ 1,240,000	\$ 977,884	\$ 995,557
AvGas Fuel Sales	24,983	21,413	17,201	74,949	55,629	39,069
Commercial AvGas Fuel Sales	0	883	1,656	0	3,950	4,024
Auto & Diesel Fuel Sales	25,625	17,893	15,892	76,875	86,326	63,275
Retail Fuel Sales	463,941	315,043	413,842	1,391,824	1,123,789	1,101,924
Into Plane Fees	37,260	49,155	30,655	111,781	154,655	80,875
Fuel Farm Fees	32,170	44,378	26,000	96,509	154,390	75,761
General Aviation Landing Fees	13,458	13,332	17,364	40,373	49,530	44,605
Aircraft Parking Fees	12,336	11,904	12,044	37,009	35,254	32,666
Deicing Services	194,937	98,264	24,058	844,727	657,652	583,914
FBO Properties	27,481	36,902	23,636	82,442	101,548	81,440
FBO Services	5,629	2,511	15,265	16,886	23,698	24,871
TOTAL REVENUES	787,211	571,488	562,865	2,621,550	2,300,517	2,026,057
COST OF SALES						
Fuel Costs - Jet A	225,833	139,969	190,775	677,500	520,693	496,703
Fuel Discounts - Jet A	22,112	21,308	26,916	66,337	76,915	67,080
Fuel Costs - AvGas	27,510	18,293	10,214	82,530	44,534	24,171
Fuel Discounts - AvGas	370	330	401	1,109	1,009	878
Fuel Costs - Commercial AvGas	0	836	1,283	0	3,774	3,277
Fuel Costs - Auto & Diesel	13,861	9,521	11,946	41,583	60,646	46,869
Total Fuel Costs	289,686	190,257	241,535	869,059	707,571	638,977
Deicing Costs - Type I & IV	142,395	46,209	12,427	617,044	358,247	315,133
Catering, Oil & Other	375	0	0	1,125	0	0
Total Cost of Sales	432,456	236,466	253,962	1,487,228	1,065,818	954,110
Net Operating	354,755	335,022	308,903	1,134,322	1,234,699	1,071,947
OPERATING EXPENSES						
Personal Services						
Salaries	109,762	101,200	98,116	329,286	315,203	303,983
Overtime	16,288	10,068	9,937	48,864	48,418	28,518
Total Personal Services	126,050	111,268	108,053	378,150	363,621	332,501
Employee Benefits	40,761	33,691	43,131	122,282	109,561	132,385
Utilities & Communications	6,573	10,156	9,770	19,718	27,941	28,366
Purchased Services	31,530	65,825	121,646	190,097	245,789	222,176
Materials & Supplies						
Buildings	6,342	1,220	4,701	19,027	11,853	14,566
Grounds	3,167	810	700	9,500	1,930	1,800
Vehicles	27,138	27,379	33,028	81,413	65,150	98,365
Total Materials & Supplies	36,646	29,409	38,429	109,939	78,932	114,731
Administrative Expenses	13,884	25,385	23,857	41,651	52,396	44,229
TOTAL EXPENSES	255,443	275,733	344,887	861,837	878,240	874,389
FBO Net Operating Results	\$ 99,312	\$ 59,289	\$ (35,984)	\$ 272,485	\$ 356,459	\$ 197,558

Albany County Airport Authority

Operating Revenues

For the three months ended March 31, 2021

	Current Month			Year to Date		
	2021 Budget	2020 Actual	2021 Actual	2021 Budget	2020 Actual	2021 Actual
AIRLINE REVENUES						
COMMERCIAL						
Landing Fees-Signatory	\$ 367,755	\$ 371,962	\$ 265,372	\$ 1,103,264	\$ 1,162,689	\$ 664,686
Landing Fees-Non-Signatory	18,990	0	13,667	56,971	0	26,527
Airline Apron Fees	63,186	61,107	66,296	189,557	183,322	198,889
Glycol Disposal Fee	30,025	22,814	5,987	90,076	165,589	156,487
CARGO						
Landing Fees-Signatory	53,171	40,242	55,200	159,514	121,493	157,171
Landing Fees-Non-Signatory	5,179	0	4,338	15,537	0	11,314
TERMINAL						
Loading Bridges	44,841	59,592	44,841	134,522	178,776	134,523
Space Rental	440,561	524,136	446,680	1,321,683	1,572,407	1,340,041
TOTAL AIRLINE REVENUES	1,023,709	1,079,852	902,381	3,071,126	3,384,276	2,689,638
NON-AIRLINE REVENUES						
AIRFIELD						
Tenant Maintenance	2,500	0	0	7,500	7,810	14,081
Total Airfield	2,500	0	0	7,500	7,810	14,081
TERMINAL						
Utility Reimbursement	2,000	2,841	2,484	6,000	6,383	5,834
Tenant Maintenance	1,713	1,047	0	5,140	21,382	0
Space Rent - Non Airline	61,407	60,955	68,539	184,220	183,472	196,439
Food & Beverage	37,600	64,043	37,577	112,800	261,030	80,921
Retail	33,683	33,437	35,866	101,050	159,187	84,788
Advertising	12,500	17,105	15,794	37,500	61,381	81,429
Payphones	0	0	0	0	176	0
ATM	2,515	2,689	2,656	7,545	8,275	7,890
Operating Permits	21,150	21,646	19,318	63,450	71,369	47,737
Vending Machines	1,746	1,854	987	5,238	7,415	3,246
Baggage Cart Rentals	735	547	413	2,206	2,452	1,113
Total Terminal	175,049	206,164	183,634	525,148	782,520	509,397
GROUND TRANSPORTATION						
Parking	851,246	970,424	448,602	2,553,738	3,838,552	966,287
Rental Cars	249,883	339,243	218,086	749,650	924,964	539,954
Access Fees	16,597	1,793	4,485	49,791	81,121	28,350
TNCs	14,583	18,607	6,642	43,750	79,476	17,859
Garage Space Rent	8,376	7,944	8,190	25,129	22,354	24,942
Total Ground Transportation	1,140,686	1,338,012	686,004	3,422,057	4,946,467	1,577,393
OTHER AIRPORT						
Telephone System - Tenants	4,334	5,006	0	13,002	18,800	4,265
Building Rental	9,377	8,338	7,347	28,131	47,665	22,033
Control Tower Rental	55,481	55,481	55,481	166,444	166,444	166,444
Air Cargo Facility	36,110	40,243	42,814	108,329	141,262	121,458
State Executive Hangar	103,924	103,924	103,924	311,771	311,771	311,771
T Hangars	10,102	10,451	9,754	30,307	31,903	29,262
Tie Downs	241	241	245	723	723	734
AV Gas Fuel Sales	4,213	3,694	2,823	12,639	10,252	9,808
Industrial Park	49,602	49,035	47,330	148,807	141,982	144,155
Land Rental	27,528	23,572	27,380	82,584	76,314	82,639
Eclipse Hangar	28,911	28,279	25,141	86,732	84,838	75,424
Hangar Rental	38,037	43,356	48,052	114,110	130,068	144,156
Internet and Cable Access	552	385	385	1,655	1,810	1,655
Fingerprinting	2,000	1,972	2,389	6,000	8,401	5,966
Tenant Maintenance	83	0	0	250	0	0
Purchasing Proposals	83	0	0	250	75	0
Ebay/Scrap/Equipment Sales	417	609	1,789	1,250	1,213	1,095
Utility Reimbursement	13,000	16,457	22,693	39,000	52,743	59,966
Reimb of Property Taxes	3,042	0	0	9,125	18,128	14,016
Other	6,667	243,926	27,234	20,000	250,126	50,945
Total Other Airport	393,703	634,967	424,781	1,181,108	1,494,517	1,245,791
TOTAL NON AIRLINE REVENUES	1,711,938	2,179,143	1,294,420	5,135,814	7,231,314	3,346,663
TOTAL REVENUES	\$ 2,735,647	\$ 3,258,996	\$ 2,196,801	\$ 8,206,940	\$ 10,615,590	\$ 6,036,301

Notes to Financial Statements

1. Accounting Basis

This financial information is presented for the purposes of comparing budget to actual results and for indicating generally how revenues and expenses have compared to budgeted revenues and expenses through on a monthly basis. The financial information presented herewith is prepared on the Albany County Airport Authority's budgetary basis of accounting.

This report includes preliminary operating and performance statistics, and financial forecasts based upon the budgetary basis of accounting estimates that involve uncertainties that could result in actual financial results differing materially from preliminary estimates.

2. Cash Reserves

2021 Operating Budget - Airport	\$29,813,717
2021 Operating Budget – FBO	7,720,611
2021 Debt Service	10,130,800
2021 Debt Service Paid by PFCs	<u>(3,638,568)</u>
	\$44,026,560

Monthly Cash Outflow (\$44,026,560/12)
\$3,668,880

Months Operating Reserves Unrestricted
\$19,297,325/\$3,668,880 ~ 5.26 months

Months Operating Reserves Restricted
\$6,600,000/\$3,234,979 ~ 2.00 months

(\$38,819,754 FY20Budg/12 = \$3,234,979)

	Unrest.	Restr	
Apr 20			7.10
May 20			6.90
Jun 20			7.70
Jul 20			7.25
Aug20	4.85	2.0	6.85
Sep20	5.37	2.0	7.37
Oct20	5.31	2.0	7.31
Nov20	5.14	2.0	7.14
Dec20	5.63	2.0	7.63
Jan21	5.30	2.0	7.30
Feb21	5.22	2.0	7.22
Mar21	5.26	2.0	7.26

3. Accounts Receivable

The amount of accounts receivables, shown as days of average annual (2021 Budget) daily revenues, is as follows:

\$45,747,662 / 365 = \$125,336

\$296,373 / \$125,336 = 2.36

Apr 20	10.91
May 20	17.76
Jun 20	7.45
Jul 20	8.99
Aug 20	10.04
Sep 20	4.52
Oct20	4.65
Nov20	4.46
Dec20	3.75
Jan21	8.52
Feb21	11.47
Mar21	2.36

4. COVID Relief Funding

The following are grant amounts awarded to the Authority. Revenue is recognized when expenses are submitted for reimbursement, not when they are awarded.

	Awarded	Collected
AIP143	\$15,277,876	\$11,515,161
AIP144	5,091,757	-
AIP145	320,510	-
* AIP146'	<u>13,395,263</u>	-
*Pending	\$34,085,406	\$11,515,161

Albany International Airport
For the three months ended March 31, 2021

	Current Month			Year to Date			12 Month Running	
	Budget	2020	2021	Budget	2020	2021	2020	2021
Statistics								
Total Enplanements	78,333	62,622	49,504	235,000	289,973	105,707	1,464,162	335,763
	-36.8%		-20.9%			-63.5%		-77.1%
Operations								
Passenger	1,799	2,618	1,528	5,395.75	8,132	4,026	35,362	15,498
Cargo	185	274	290	555.25	772	738	3,522	3,140
Charter, Corporate & Diversions	185	162	241	554.50	572	650	3,553	2,268
General Aviation	1,122	980	1,061	3,365	2,888	2,681	14,373	14,017
Military	303	285	287	908.50	875	790	3,128	3,402
	3,593	4,319	3,407	10,779	13,239	8,885	59,938	38,325
	-5.2%		-21.1%			-32.9%		-36.1%
Landed Weight (1,000)	94,318	120,996	67,900	282,954.75	378,278	168,723	1,659,431	698,581
Cargo/Mail & Express	1,584.8	1,571.7	1,962.7	4,754.5	4,562.0	5,300.1	20,525.8	22,595.7
	23.8%		24.9%			16.2%		10.1%
Jet A Gallons	83,333	69,687	83,068	250,000	229,388	224,246	1,176,725	874,470
	-0.3%		19.2%			-2.2%		-25.7%
AvGas Gallons	5,007	4,597	3,256	15,020	11,828	7,840	67,214	58,380
	-35.0%		-29.2%			-33.7%		-13.1%
Deicing Consortium	14,528	3,725	970	62,955	35,842	34,116	78,061	51,382
Deicing sprayed/retail	8,550	7,167	1,687	37,050	40,402	36,981	85,072	47,742
Parking Revenue	\$ 851,246	\$ 970,424	\$ 448,602	\$ 2,553,738	\$ 3,838,552	\$ 966,287	\$ 21,335,167	\$ 2,602,126
Revenue per enplanement	\$ 15.50	\$ 9.06	\$ 9.06	\$ 13.24	\$ 9.14	\$ 9.14	\$ 14.57	\$ 7.75
Transactions	33,301	20,782		132,150	45,465		623,363	158,680
Average transaction	\$ 29.14	\$ 21.59		\$ 29.05	\$ 21.25		\$ 34.23	\$ 16.40
Concession Sales								
Rental Cars (estimate for Hertz)	\$ 2,093,246	\$ 1,923,768		\$ 7,950,431	\$ 4,781,165		\$ 53,818,028	\$ 21,546,462
Revenue per enplanement	\$ 33.43	\$ 38.86		\$ 27.42	\$ 45.23		\$ 36.76	\$ 64.17
Food and Beverage	\$ 439,659	\$ 282,406		\$ 2,173,704	\$ 571,771		\$ 9,556,157	\$ 1,514,454
Revenue per enplanement	\$ 7.02	\$ 5.70		\$ 7.50	\$ 5.41		\$ 6.53	\$ 4.51
Retail	\$ 167,185	\$ 179,332		\$ 743,796	\$ 366,979		\$ 4,226,508	\$ 1,266,164
Revenue per enplanement	\$ 2.67	\$ 3.62		\$ 2.57	\$ 3.47		\$ 2.89	\$ 3.77

SCHEDULED AIRLINE PASSENGER SERVICE

Monthly Scheduled Flights are as follows:

	Airlines	Non-Stop Destination Airports	Non-Stop Destination Cities ⁽¹⁾	Scheduled Flights	Average Flights per Day	Monthly Seats Available	Monthly Landed Weight (lbs.)	Enplane.
Jan2020	7	17	13	1,391	44.9	141,803	147,829,062	114,119
Feb20	7	16	12	1,374	47.4	141,833	147,219,632	113,232
Mar20	7	18	14	1,549	50.0	161,752	162,630,904	62,622
Apr20	7	17	13	891	30.0	103,200	102,522,032	4,147
May20	7	12	10	418	13.5	45,913	45,124,706	13,968
Jun20	7	15	12	556	18.5	65,955	65,335,083	29,752
Jul20	7	16	13	779	25.1	82,887	87,150,492	31,092
Aug20	7	17	13	937	30.2	103,399	106,554,438	29,022
Sep20	7	14	12	642	21.4	63,168	64,144,804	28,257
Oct20	7	16	13	740	23.9	67,992	68,410,190	35,274
Nov20	7	16	12	735	24.5	68,806	73,145,608	29,089
Dec20	7	16	12	693	22.4	64,017	67,995,130	29,455
Jan21	7	15	11	622	20.6	56,129	58,693,922	25,665
Feb21	7	16	11	560	20.0	50,558	52,562,092	30,538
Mar21	7	15	10	688	22.2	67,958	67,148,188	49,504
Apr21	7	14	11	841	28.0	79,363	79,959,604	61,500E
May21	7	17	14	1097	35.4	106,783	108,428,900	

⁽¹⁾ Four (4) cities may be served by two (2) airports; Chicago (ORD/MDW), Orlando (MCO/SFB), Tampa (TPA/PIE/PGD), and Washington DC (DCA/IAD).

Weekly schedule flight changes are as follows:

			Year-To-Date (net)								
			Week		Week		Week		Week		Week
			#16-2021	+	(-) #21-2021	#03-2021	+	(-) #21-2021	#13-2020		
1	ATL	Atlanta, GA	19	-	-	19	7	12	-	19	20
2	BDL	Hartford, CT	-	-	-	-	-	1	(1)	-	-
3	BWI	Baltimore, MD	25	3	-	28	14	16	(2)	28	28
4	MDW	Chicago-Midway	6	8	-	14	6	9	(1)	14	12
5	ORD	Chicago-O'Hare	23	24	-	47	14	35	(2)	47	46
6	CLT	Charlotte, NC	20	1	-	21	18	4	(1)	21	28
7	DEN	Denver, CO	-	8	-	8	-	8	-	8	6
8	DTW	Detroit, MI	20	-	-	20	19	1	-	20	25
9	FLL	Fort Lauderdale, FL	7	-	(1)	6	1	7	(2)	6	14
10	RSW	Fort Myers, FL	-	-	-	-	-	-	-	-	5
11	MSP	Minneapolis, MN	-	-	-	-	-	-	-	-	6
11	MYR	Myrtle Beach, SC	-	1	-	1	-	1	-	1	-
12	BNA	Nashville, TN	-	2	-	2	-	2	-	2	
13	EWR	Newark, NJ	7	14	-	21	7	14	-	21	27
14	MCO	Orlando, FL	19	-	(1)	18	10	9	(1)	18	24
15	SFB	Orlando/Sanford, FL	-	-	-	-	-	3	(3)	-	3
16	PHL	Philadelphia, PA	18	2	-	20	13	7	-	20	42
17	PGD	Tampa/Punta Gorda, FL	-	-	-	-	2	-	(2)	-	2
18	TPA	Tampa, FL	2	-	(1)	1	1	1	(1)	1	10
19	PIE	Tampa/St. Pete, FL	2	-	-	2	2	2	(2)	2	2
20	DCA	Washington DC-Reagan	12	2	-	14	5	10	(1)	14	33
21	IAD	Washington DC-Dulles	<u>12</u>	<u>9</u>	<u>-</u>	<u>21</u>	<u>12</u>	<u>11</u>	<u>(2)</u>	<u>21</u>	<u>21</u>
			192	74	(3)	263	131	153	(21)	263	354

March 31, 2021Full Time Positions

	Budget Full Time	Budget Part Time	Budget Total	Filled Full Time	Vacant Full Time	In Process To Fill
AvPORTS						
Feb	151	18	169	128	23	8
Mar	151	18	169	129	22	6
FBO						
Feb	33	-	33	32	1	1
Mar	33	-	33	33	-	-
ACAA						
Feb	21	3	24	21	-	-
Mar	21	3	24	22	-	-
<hr/>						
Total						
Feb	205	21	226	181	24	9
Mar	205	21	226	184	23	6

AGENDA ITEM NO. 5

Project Development



PROJECT STATUS REPORT

May 03, 2021

I. AIRSIDE IMPROVEMENTS

A) Taxiway A Pavement Rehabilitation design (Contract S-1064)

McFarland Johnson was contracted as the design firm for this project by the RFP selection committee. The project includes milling and resurfacing of the entire Taxiway A and complete reconstruction of south end of Taxiway A. The design engineers completed site investigation work including soil borings and cores and have produced the 100% FAA required documents for bid. This project was advertised and bid on April 22, 2021. This project will be brought to the Board for approval once FAA funding is in place.

B) Replacement of Boarding Bridges A3, A5, B10, & C1 (Contract No. S-1039)

The Board approved the low bids for both 1039-GC and 1039-E to AERO Bridge at the June 8, 2020 Board meeting. AERO Bridge worked with C & S Companies to provide approved shop drawings to the fabricator. AERO Bridge has scheduled the installation starting May 10, 2021 with work scheduled to be completed by September 2021. ACAA and AvPorts will work with the affected airlines to accommodate the installations. Also included in this project is the removal of the Gate C-2 & C-3 over-the-wing jet bridges which will be done concurrently with the new bridge installation.

C) Construction of a New Hangar (Contract #S-21-1081)

The ACAA advertised a Request for Proposals (RFP) for A/E firms to design a new aircraft hangar to be constructed between the exiting Million Air facility and the Piedmont hangar. The proposals are being reviewed by a committee which will make the selection of a firm, to be presented to the Board for approval at the next Board Meeting.

II. LANDSIDE IMPROVEMENTS

A) Main Terminal Alarm Replacement (Contract No. 20-1075-FP)

Contract 1075-FP is for the Main Terminal Alarm Replacement project was awarded to Hewitt & Young Electric at the last Board meeting. This project is to replace the existing Terminal



alarm system, which is beyond its 20-year working life. The project will replace the existing equipment with the latest in fire and smoke detection technology, which can be upgraded to extend its working life. A pre-construction meeting was held and the contractor has begun the submittal process.

B) Air Traffic Control Tower (Contract 1013-SW, M, E, R & EV)

The FAA has requested some upgrades to their facility. The FAA has agreed to ease the access restriction to their facility, which was due to the COVID-19, so the projects can be progressed. The roof replacement project (1013-R) for the facility is moving forward with the design and will be ready to be advertised for bid in May 2021. The elevator replacement project (1013-EV) will be an action item for today's Board meeting.

C) MDF (Main Distribution Frame) Room Fire Protection

Condor Fire Sprinkler was the low bidder for this project and the Board approved their contract. The work includes the installation of a new dry fire protection system in the MDF room where all the Airport computers, telephones and security systems are routed. This project will replace the existing sprinkler system that currently serves as fire protection, eliminating the possibility of a system failure due to sprinklers going off. Condor has ordered the equipment and will begin installation as soon as it is delivered. Condor has completed the submittal process.

D) Terminal Pre-TSA Expansion (Contract # S-21-1082)

To accommodate the rising number of passengers going through the Terminal while still maintaining, "social distancing" in accordance with CDC guidelines, the ACAA, advertised an RFP for A/E firms to design a Terminal expansion. This project would extend the existing Terminal second floor over the existing Terminal drive and Commercial lanes and integrating the existing pedestrian bridge, which allow a larger Pre-TSA queueing area to accommodate the rising number of passengers using the Airport.

AGENDA ITEM NO. 6

Counsel



MEMO: May 3, 2021

TO: Albany County Airport Authority Board Members

FROM: Christine C. Quinn, Esq., Authority Counsel

- GE Collaborative Research Agreement
- Legalization of recreational marijuana in New York State.

AGENDA ITEM NO. 7

Concessions/Ambassador Program



Monday, May 3, 2021

Concessions & Ambassador Program Report

Minority Percentages in the Concession's Workforce

There are currently 49 concession employees. 45% are minorities.
See chart below.

Date	HMSHost	OHM	Paradies	Dunkin
Mar-20	0/4=0%	2/4=50%	2/10=20%	3/5=60%
Apr-20	0/1=0%	0	1/8=12.5%	3/5=60%
May-20	0/1=0%	0	2/9=22%	4/6=66.6%
Jun-20	0/6=0%	17/21=81%	2/9=22%	4/6=66.6%
Jul-20	0/6=0%	15/17=88%	2/9=22%	3/5=60%
Aug-20	0/6=0%	15/17=88%	3/10=30%	3/6=50%
Sep-20	0/6=0%	9/11=82%	5/11=45%	3/6=50%
Oct-20	1/6=17%	10/12=83%	5/10=50%	3/6=50%
Nov-20	1/6=17%	14/16=88%	6/12=50%	3/5=60%
Dec-20	1/6=17%	13/17=76%	6/12=50%	2/5=40%
Jan-21	1/6=17%	12/19=63%	6/12=50%	1/4=25%
Feb-21	2/9=22%	17/23=74%	5/10=50%	2/5=40%
Mar-21	2/9=22%	12/25=48%	5/10=50%	3/5=60%

Concessions

HMSHost

Silks of Saratoga – Open (10:00 a.m. – 6:00 p.m.) Daily

Starbucks – Open (4:30 a.m. – 11:30 a.m.) Daily

The Local – closed

Burger King – closed

Adirondack Lodge – closed

Hudson Valley Beer Union – Planning to open in May

Dunkin Donuts – Open (4:00 a.m. – 6:00 p.m.) Daily

OHM

Empire Deli – closed

Wolfgang Puck Pizza - closed

Chick fil A – Open (5:00 a.m. – 5:00 p.m.) Monday - Saturday

Paradies

Gift/News on A – intermittent hours through last departure on A

Gift News on B – intermittent hours through last departure on B

Gift/News on C – open 4:30 am through to the last departure on C



Ambassador Program												
There are currently 34 Ambassadors who are back in the program.												
Tours												YTD
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
0	0	0	0									0
Canines												
0	0	0	0									0
Ambassador Hours												
238	567	1566										930
Guests Served												
49	50	96										2560
Business Center												
49	50	96										195
Concession Contract Update												
<p>Bank of America's ATM Contract is expiring on May 31, 2021. They have elected not to renew. The Key Bank ATM contract expires December 31, 2021. They have two locations; one landside on the first floor and a second one airside as you go through the checkpoint at the beginning of Concourse B.</p>												

AGENDA ITEM NO. 8

Public Affairs



PC

Public Affairs Report May, 2021

Dignified Transfer

The Airport is awaiting the arrival of the remains of Army Corporal Abigail Jenks of Gansevoort. Ms. Jenks perished during a paratrooper training exercise at Fort Bragg North Carolina. The date and time of the arrival have not been announced as of April 26. The Airport Authority and Million Air will provide a hospitality room for the family and close friends. A Military Honor Guard will be present during the transfer from the aircraft to an awaiting hearse. A number of Military, Saratoga County and Saratoga city public safety vehicles will be involved in the motorcade. The event requires considerable oversight on the part of Airport Operations which is required to obtain a Change of Condition from TSA to enable family and others to be present on the airfield for the arrival.

Patriot-Honor Flights

Patriot Flights and Leatherstocking Honor Flights as well as the Hudson Valley Honor Flight out of Stewart International Airport have received word from the National Honor Flight Network that all flights have been suspended through August 15 due to COVID-19. The Honor Flights fly World War II, Korean War and Vietnam War veterans for a free one-day excursion to visit the World War II, Korean War, and Vietnam War memorials as well as historic sites in Washington, D.C. and Arlington, Va.



Military Courtesy Room

The John J. McKenna IV Military Courtesy Room has reopened after a lengthy closure due to the COVID-19 pandemic. Since its opening in 2010, the Military Courtesy Room has serviced over 42,000 members of the military and their families.

COVID Test Kits Sales

The Airport continues to sell COVID-19 test kits to the general public and our air travelers. The price is \$65. Airport employees are eligible for free tests once each week.



AGENDA ITEM NO. 9

Economic Development



Jee

MEMO: May 3, 2021

TO: Albany County Airport Authority Board Members

FROM: Matthew J. Cannon, Director of Development & Government Affairs

- Rebranding
- Government Affairs
- Air Service Development

AGENDA ITEM NO. 10

**Authorization of Contracts/Leases/Contract
Negotiations/Contract Amendments**

AGENDA ITEM NO. 10.1

**Issue Purchase Order for Purchase and Installation of
a new Carpet for A-Concourse**

AGENDA ITEM NO: 10.1
MEETING DATE: May 3, 2021
Tabled from March 15, 2021 Meeting

ALBANY COUNTY AIRPORT AUTHORITY
REQUEST FOR AUTHORIZATION

DEPARTMENT:

Contact Person: *John LaClair, P.E. Chief Engineer*

PURPOSE OF REQUEST:

Issue Purchase Order for Purchase and Installation of a new Carpet for A-Concourse.

CONTRACT AMOUNT:

Total Contract Amount: \$79,854.00

BUDGET INFORMATION:

Federal Airport Improvement Program
Anticipated in Current ALB Capital Plan : Yes J No ___ NA
Funding Account No.: CPN 83000-20-0000

FISCAL IMPACT – FUNDING

Federal N/A State N/A Airport 100% NA _____
Term of Funding: 2021-2022
Grant No. : N/A State PIN: N/A

JUSTIFICATION:

Request is made to approve the purchase and installation of carpet for the second level of the A-Concourse (79 building) to match the new carpet installed throughout the second floor of the Terminal as part of the Terminal Renovation project completed in 2020. The material will be purchased and installed under State contract pricing by Flooring Environment, which is a WBE business.

CHIEF EXECUTIVE OFFICER'S RECOMMENDATION:

Recommend approval.

FINAL AGREEMENT SUBJECT TO APPROVAL BY COUNSEL: YES J NA _____

PROCUREMENT DEPARTMENT APPROVAL:

Procurement complies with Authority Procurement Guidelines and Chief Financial Officer has approved. YES J NO _____.

AGENDA ITEM NO: 10.1
MEETING DATE: May 3, 2021
Tabled from March 15, 2021 Meeting

BACK-UP MATERIAL:

Please refer to attached Quotation from Flooring Environment.

FLOORING Environment

200 Fillpoint Drive
 Mechanicville, NY 12118
 Ph: 518.383.5510 Fax:518.383.4740
 Woman-Owned Business Enterprise

Proposal

Attn: KEVIN HEHIR
From: JOE TESSITORE
Estimator: _____
Admin: _____
Revision #: _____
Date: 3/2/2021 *Bid Due Date:* 3/2/2021
Plan Date: _____ *Addendum :* _____

<u>To</u>	<u>Project</u>
ALBANY COUNTY AIRPORT AUTHORITY MAIN TERMINAL - SUITE 300 737 ALBANY SHAKER ROAD ALBANY, NY 122111057 Phone:	A CONCOURSE RENOVATIONS 737 ALBANY SHAKER ROAD ALBANY, NY 12211

PROPOSAL TO

			<i>Quantity</i>	<i>Unit</i>	<i>Price</i>	<i>Line Total</i>
1 REMOVE EXISTING CARPET REMOVE EXISTING CARPET TILE ON NYS CONTRACT PC67778. FLOORING ENVIRONMENT, INC. N/A	N/A /N/A		1,470.00	SY	3.900	5,733.00
2 CARPET DISPOSAL CARPET TILE DISPOSAL ON NYS CONTRACT PC67778. FLOORING ENVIRONMENT, INC. N/A	N		1,470.00	SY	0.960	1,411.00
3 C-1 CARPET SUPPLIED PATCRAFT CARPET TILE SUPPLIED ON NYS CONTRACT PC67778. PATCRAFT COMMERCIAL CARPETS ETCHED TILE	UNDERLING LAYER / 00480		1,503.06	SY	37.005	55,621.00
4 FREIGHT CHARGES FLOORING ENVIRONMENT, INC. N/A	N/A /N/A		1,503.06	SY	1.333	2,004.00
5 ADHESIVE SUPPLIED PATCRAFT ADHESIVE SUPPLIED ON NYS CONTRACT PC67778. PATCRAFT COMMERCIAL CARPETS ADHESIVE 5000---STANDARD TILE ADHESIVE (4-GALLON)	NA		15.00	EA	96.000	1,440.00
6 LABOR TO INSTALL CARPET TILE LABOR TO INSTALL CARPET TILE ON NYS CONTRACT PC67778. FLOORING ENVIRONMENT, INC. N/A	N/A /N/A		1,503.60	SY	9.075	13,645.00

TOTAL (THESE LINE ITEMS TAX EXEMPT) \$79,854.00

INCLUDES MINOR FLOOR PREPARATION. EXCLUDES MOVING FURNITURE OR FIXTURES.

Flooring Environment furnishes all materials, supplies, tools, equipment and project management necessary to complete the scope of work described in this proposal. Installation labor for this scope will be subcontracted out and may be subcontracted to a non-WBE installer.

Unless specifically included in this proposal: excludes floor preparation, leveling or repair; removal of existing flooring or adhesive, buffing, waxing or floor protection, moving or lifting furniture. Excludes labor premiums for evening or weekend work. Flooring Environment is not responsible for any claims that might result from product delivery date changes beyond their control. This proposal is valid for forty-five (45) days. Full payment is due ten (10) days from receipt of invoice unless otherwise specified.

WARRANTY DOES NOT INCLUDE ANY MOISTURE RELATED SUBFLOOR FAILURES

A CONCOURSE RENOVATIONS
Flooring Environment

ALBANY COUNTY AIRPORT
ALBANY COUNTY AIRPORT AUTHORITY

Page 2 of 2

Signed: _____
JOE TESSITORE

Signed: _____

Proposal Total: \$79,854.00

Proposed Installation Start Date: _____

AGENDA ITEM NO. 10.2

**Agreement: Non-Exclusive Agreement to List & Sell
Surplus Property on On-Line Auctioning
Service – GovDeals.com**

AGENDA ITEM NO: 10.2
MEETING DATE: May 3, 2021

ALBANY COUNTY AIRPORT AUTHORITY
REQUEST FOR AUTHORIZATION

DEPARTMENT: *Finance*

Contact Person: *Michael Zonsius, Chief Financial Officer*

PURPOSE OF REQUEST:

Agreement: *Non-Exclusive Agreement to List & Sell Surplus Property on On-Line Auctioning Service – GovDeals.com*

CONTRACT AMOUNT:

Base Amount: *N/A*

BUDGET INFORMATION:

Anticipated in Current Budget: Yes ___ No NA ___

FISCAL IMPACT - FUNDING (Dollars or Percentages)

Federal ___ **State** _____ **Airport** 100% **NA** ___

JUSTIFICATION:

The Airport Authority has utilized the on-line services of Gov Deals since 2009 following ACAA Board approval on August 10, 2009. There have been 210 items sold to date in the amount of \$286,976.43. Authorization is requested to continue using this on-lines service as we complete a larger surplus auction of various equipment in the upcoming weeks. GovDeals is used by governmental entities to sell surplus property.

The buyer pays a buyer's premium of 12.5% of the selling price to GovDeals directly. No fee is due for unsold items. The agreement is non-exclusive - nothing would prevent the Authority from selling items by other means.

CHIEF EXECUTIVE OFFICER'S RECOMMENDATION:

Recommend approval.

FINAL AGREEMENT SUBJECT TO APPROVAL BY COUNSEL: YES NA _____

BACK-UP MATERIAL: *None*

AGENDA ITEM NO. 10.3

**Contract: Modernization Upgrade to 1998
Elevator #13 at the Air Traffic Control Tower
Proposal dated 4/23/2021 under New York State
Contract #PS901AA-ACAA Contract 21-1013-EV.**

AGENDA ITEM NO: 10.3
MEETING DATE: May 3, 2021

ALBANY COUNTY AIRPORT AUTHORITY
REQUEST FOR AUTHORIZATION

DEPARTMENT: *Planning and Engineering*

Contact Person: *Stephen Iachetta, AICP, Airport Planner*

PURPOSE OF REQUEST:

Contract: *Modernization Upgrade to 1998 Elevator #13 at the Air Traffic Control Tower Proposal dated 4/23/2021 under New York State Contract #PS901AA-ACAA Contract 21-1013-EV.*

CONTRACT AMOUNT:

Base Amount: *\$215,410.21*

BUDGET INFORMATION:

Anticipated in Current Budget: Yes J No NA

Funding Account No:

FISCAL IMPACT - FUNDING (Dollars or Percentages)

Federal 0% State 0% Airport 100%

Term of Funding: 2021

Grant No. NA; NYS DOT PIN - NA

JUSTIFICATION:

Authorization is requested for award of Contract 21-1013-EV to KONE, Inc. of Albany to remove a 1998 elevator deemed beyond functional utility and furnish and install a new KONE, Inc. elevator system defined in the attached Proposal dated 4/23/2021 under New York State Contract PS901AA. This NYS Contract is in effect through 4/19/2023. The proposed work scope includes cab, door, machine-room-less operator equipment, new touchless pushbutton controls and new Wilsonart interior panels, LED lighting and burnished chrome handrails. Manual button functions remain to meet all Building Code requirements. If approved the proposed schedule for improvements would support completion by December 2021.

CHIEF EXECUTIVE OFFICER'S RECOMMENDATION:

Recommend approval.

FINAL AGREEMENT SUBJECT TO APPROVAL BY COUNSEL: YES J NA

AGENDA ITEM NO: 10.3
MEETING DATE: May 3, 2021

PROCUREMENT DEPARTMENT APPROVAL:

Procurement complies with Authority Procurement Guidelines and Chief Financial Officer has approved. Yes J NA

BACK-UP MATERIAL:

Please refer to the attached KONE Proposal dated 4/23/2021.

Dedicated to People Flow™



Proposal for

Airport Control Tower

ALBANY COUNTY AIRPORT AUTHORITY
Attention:

KONE People Flow Solution Proposal
04/23/2021



ALBANY COUNTY AIRPORT AUTHORITY
 Attention:
 737 ALBANY SHAKER RD
 ALBANY, New York 12211-1000

KONE People Flow Solutions Proposal
 Airport Control Tower
 04/23/2021
 T-0002863078



Prepared by: Andrew N. DiNovo
 +15184640002
 andrew.dinovo@kone.com

1. Proposal

Pricing summary

The KONE solution includes design, manufacturing, supply and installation.

Elevator

Building 1

Equipment name	Solution	Capacity/Speed	Landings/Entrances	Price
Group 1				
<input type="checkbox"/> -1	1 x KONE MonoSpace500	2500 lbs / 200 fpm	Landings: 5 Entrances: 5 front / 0 rear	\$ 215,410.21
Building 1 Total				\$ 215,410.21
Total Sales Price, net excluding TAX				\$ 215,410.21

Additional options

The following options may be added to our proposal if desired.

Add Alternate 1.1:

Add Alternate 1.2:

Validity of proposal

Our proposal is based on the architectural drawings dated August 14, 2020 and specification (Division 14) dated XXX and meets the general intent of the project. Pricing is based on the contents specified in this Proposal and the appendices and Bid Attachments, which are incorporated into this Proposal (the "Proposal"). Contract terms shall be in accordance with Bid Attachment "A" / KONE Inc. General Terms and Conditions and Bid Attachment "B" / Site Safety Requirements / Work by Others, which are incorporated by reference. The pricing included in this Proposal is submitted with the understanding that all documents referenced and incorporated will be signed without modification. In the event of conflicts or inconsistencies between this Proposal and any other contract document, this Proposal shall supersede and prevail. This Proposal is valid for 30 days.



2. Your Solution

Elevator Technical Specification

-1

Base solution

KONE Solution	KONE MonoSpace500
Machinery location	Guiderail-mounted in overhead of hoistway
Capacity (lb)	2500
Speed (fpm)	200
Travel height (ft)	60 ft 0 in
Stops	5
Front entrances	5
Rear entrances	0
Control system	Full collective Simplex

Shaft construction

Shaft size (W x D) (ft)	7 ft 10 in x 6 ft 8 in
Pit depth (ft)	ft 0 in
Clear overhead (under hoist beam) (ft)	15 ft 10 in

Mechanical components & machinery

Power supply, machinery (V / Hz)	480 / 60
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Car and doors

Car size (WxDxH) (in)	6 ft 0.047 in wide x 4 ft 7.906 in deep x 8 ft 0 in high
Door opening dimensions (WxH) (ft)	3 ft 0 in x 7 ft 0 in
Controller location	Above top landing

Materials and design

Please note that all images are for illustration purposes only. Some differences to actual product delivered may exist.

Elevator -1

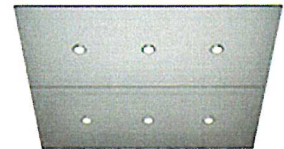
Interior

Walls

Side walls	Oiled bronze (6200 Wilson Art) or other KONE standard laminate
Rear wall	Plex Bronzetoned (M6486 Formica) or other KONE standard laminate
Side walls	Oiled bronze (6200 Wilson Art) or other KONE standard laminate
Front wall	#4 Brushed Stainless Steel, pan type door

Ceiling

Type and material	Round, LED spotlights (CL88) #4 Brushed Stainless Steel
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Floor

Flooring by others	Maximum floor thickness: 0.5 in Maximum floor weight: 5 lb/ft ²
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Accessories

Handrail	Handrail on side and rear walls Round, straight ends (HR61) #4 Brushed Stainless Steel
Skirting	#4 Brushed Stainless Steel
Protection pads	KONE standard pads and hooks included



Entrances

Door Type	Single-speed, right-hand, side-opening
Entrance equipment	The existing hoistway entrances and hoistway door panels shall be retained and reused in place.

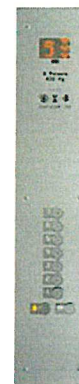
Car door

Door material	#4 Brushed Stainless Steel
Sill material	Aluminum

User interfaces

Car operating panel

No. of Car Operating Panels (COP)	1
Panel type and design	Dot matrix #4 Brushed Stainless Steel



Door jamb mounted indicator	Car Lantern (jamb-mounted) included
-----------------------------	-------------------------------------

Signalization

Signalization Series	KSS 140 vandal resistant signalization
----------------------	--

Landing	Floor Marking	Landing Sill Material	Finish	Entrance Frame type	Hall Lantern / Position Indicator
5 Front	5	Retained	Retained		Lantern / Position Indicator
4 Front	4	Retained	Retained		Lantern / Position Indicator
3 Front	3	Retained	Retained		Lantern / Position Indicator
2 Front	2	Retained	Retained		Lantern / Position Indicator
1 Front	*1	Retained	Retained		Lantern / Position Indicator

Additional Options

Hall/Lobby panel included	No
---------------------------	----

Security

Locking of car calls switch type	Card Reader Provisions
----------------------------------	------------------------

Hazard Avoidance

Emergency power drive	Emergency power drive included (generator by others)
-----------------------	--

Eco-Efficiency

Operation of car ventilation	KONE Standard Fan
Regenerative drive	Yes

3. Project-Specific Clarifications

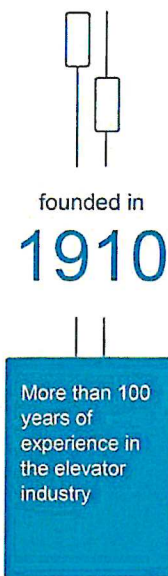
- Access is required to building to verify measurements since building has been secured due to FAA Covid restriction.

4. Why KONE?

KONE in brief

KONE is a global leader in the elevator and escalator industry. Our versatile product portfolio features a wide range of innovative products including elevators, escalators, and autowalks.

You are supported by our broad district and branch network across North America.



over
800k
Ecodisc installations worldwide

over
1.2M
units maintained

55,000+ employees

450,000 customers worldwide

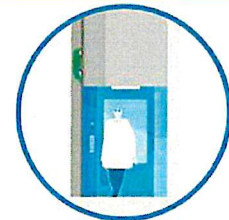
25,000+
machine room-less elevators installed in the US

Product offer

KONE EcoSpace & KONE MonoSpace®

A flexible machine room-less traction elevator solution for low to mid-rise buildings.

- Excellent eco-efficiency – hoisting technology, lighting and standby solutions for energy efficient operation.
- Superb ride comfort – smooth and quiet operation in compliance with our strict ride-comfort standards.
- Versatile design - a broad set of attractive materials and accessories to create the perfect interior for your elevator.



KONE 24/7 Connected Services – improved safety, full transparency, and peace of mind

KONE elevators can be equipped with KONE 24/7 Connected Services. This solution allows our teams to predict issues and take action before a shutdown occurs. For our customer and building tenants, it means improved reporting and communication on maintenance work with full transparency and ease of mind.

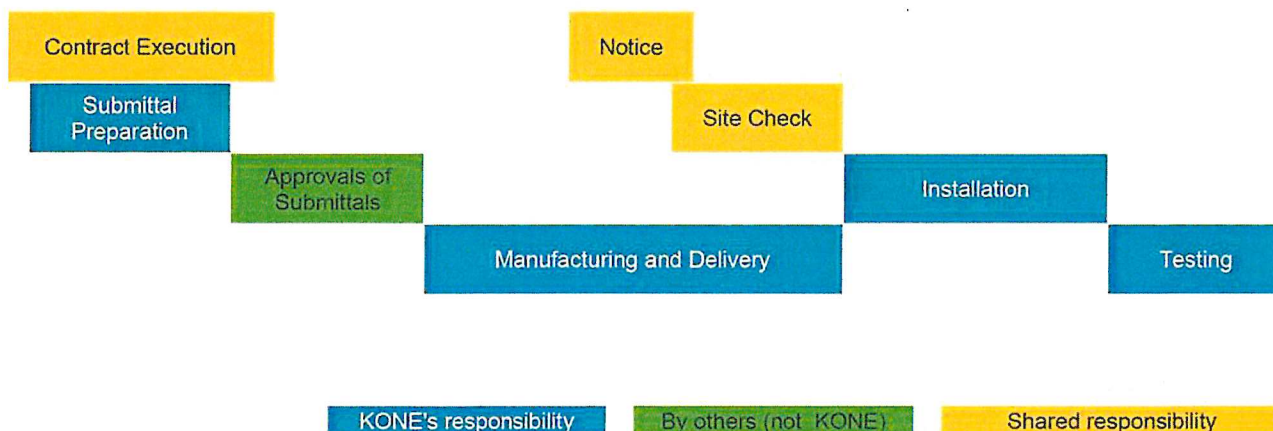


Read more at
kone.us/connected

5. Ensuring Project Success

Project Schedule Overview

This Proposal is conditioned upon KONE's standard installation methodology and all work performed during normal business hours, excluding IUEC (International Union of Elevator Constructors) holidays. The following schedule is proposed:



Preparation of Submittals	2 weeks	From receipt of contract and first payment.
Contract Review	6 weeks	From receipt of full contract package. All referenced documents required.
Approval of Submittals	TBD	Mutually agreeable time to incorporate changes to the layout and approve the submittals. Approval of Submittals means notification in writing, by the Customer or Customer's Agent, that all submittals are approved, and manufacturing may commence. All finishes and features are to be confirmed at the time of submittal approval.
Manufacturing and Delivery	14 weeks	From receipt of submittal approval and an executed contract. KONE's policy is to release equipment to Manufacturing after the contract is fully executed by both parties. Note: KONE's factory has two-week shutdown over the months of July and December. Any manufacturing duration that falls during these months shall add two weeks to the manufacturing time. Delivery times may be extended due to delays caused by measures undertaken to stop the spreading of the Coronavirus (2019-nCoV) epidemic, availability of personnel, logistics providers, and supply chains.
Notice to commence on site and site check	2 weeks	Prior to starting the installation, KONE requires a two-week notice to inspect the site to ensure it fulfils the requirements set by KONE for commencing installation. Site Check will be performed in the two weeks before installation begins.
Installation	*** weeks	Only after the site has passed the Site Check inspection, the installation can start. Duration is per unit. If multiple units need to be installed at the same time, a Foreman will be required at additional cost - based on availability.
Testing and Commissioning	1-2 weeks	Clean 3-phase power, active phone line to the controller, and all life safety provided by others is required prior to testing / commissioning.



Site Preparation

KONE requires the following conditions fulfilled two weeks prior to commencement on site. Please see Bid Attachment "B" / Site Safety Requirements / Work by Others for more detailed site requirements. These conditions will be verified during the site readiness visit.

- 1 Adequate access for delivery of elevator material + clean/dry 20' x 20' storage space per elevator.
- 2 The hoistway, pit, and machine room must be clean, dry, and constructed per the approved KONE final layout drawings. Any required support for guide rail brackets, divider beams and divider screens from pit floor to the top of the hoistway will be provided by others. Note: bracket support points may be required between floors. The hoistway must be plumb according to tolerances listed on KONE Final approved layout drawings.
- 3 Removable, OSHA approved barricades must be provided around all hoistway openings. Provide and install full entrance protection, made of nylon mesh or reinforced plastic at all hoistway openings per OSHA 1346 1926.502(j). Design and install entrance protection in such a way as to allow quick accessibility in and out of the hoistway.
- 4 Permanent or temporary three-phase and single-phase power of permanent characteristics with disconnect switches.
- 5 A hoist beam and safety beam (furnished by KONE) must be cut to size and installed in the elevator overhead per the approved KONE final layout drawings (hoistbeam capable of supporting the load requirement noted in our shop drawings).
- 6 Applicable work areas must have adequate lighting.
- 7 Finished floor marks must be visible from the hoistway openings at all landings.

Warranty / maintenance

[FIRST_MAINTENANCE_ENA(12/RT/MID)]

Under no circumstances shall indicators or predictions from KONE 24/7 Connected Services be cause for immediate services. They shall be addressed upon the next scheduled maintenance visit, or otherwise at the sole discretion of KONE. The remote monitoring devices are provided to the Customer as part of the Services. Customer gives KONE the right to utilize 24/7 Connected Services to collect, export and use data generated by the use and operation of the equipment. Customer has no ownership or proprietary rights to such data, nor the device or software that monitors, analyzes, translates, reports or compiles such data. KONE 24/7 Connected Services, including any data collected, the device(s) to perform the service, and any software related thereto shall be the exclusive property of KONE. KONE MAKES NO WARRANTY THAT SERVICES WILL BE UNINTERRUPTED OR ERROR-FREE. KONE IS NOT LIABLE FOR ANY DAMAGES RELATING TO LACK OF NETWORK COVERAGE AT THE SITE OF THE EQUIPMENT, DUE TO TAMPERING WITH THE REMOTE MONITORING DEVICE, INTEROPERABILITY, SERVICE DEFECTS, SERVICE LEVELS, DELAYS, SERVICE ERRORS, INTERRUPTIONS OR ANY OTHER REASON OUTSIDE OF KONE'S REASONABLE CONTROL. KONE DISCLAIMS ANY LIABILITY FOR DAMAGES OR INJURIES (INCLUDING DEATH) ARISING FROM OR IN CONNECTION WITH THE OPERATION OR USE OF THE SERVICES SET FORTH HEREIN.

The Product Warranty is specified in Bid Attachment A. Installation by KONE of any parts covered under the Product Warranty on parts will only occur while KONE maintains an active maintenance contract. The Product Warranty and Warranty Maintenance commences on the date of acceptance set forth in the Uniform Final Acceptance Form. For long-term reliability, a continuing maintenance agreement is necessary. This Proposal is conditioned upon KONE receiving a ten (10) year KONE Extended Warranty maintenance contract from ownership prior to the date of acceptance set forth in the Uniform Final Acceptance Form.



Tariffs

Please note: This proposal is inclusive of an equitable adjustment in price in accordance with the known impact of recent U.S. tariffs in effect at the time of this proposal. After the date of this proposal, **whether in the US or Canada**, if further tariff legislation impacts the work included in this proposal, and KONE's price or time to perform the work, KONE shall be entitled to an equitable adjustment in contract price and a time extension to complete its work commensurate with the impact.

Payment terms

Proposal price is valid with the following payment terms (Payment due date is 30 days net, from the date of KONE's invoices):

30%	Engineering & Site Management
50%	Material
20%	Installation

KONE reserves the right to delay and/or suspend the work, including manufacturing, delivery, installation and/or final turnover of the equipment for non-payment. Prior to equipment turnover, KONE must be paid in full including all change orders, less retention. Additionally, prior to turnover KONE requires a signed Final Acceptance and receipt of a Final Punchlist from all parties. Should you have a requirement other than that shown above; we will be pleased to discuss it with you.

Sourcing

This Proposal is made without regard to compliance with any special purchasing and/or manufacturing requirements including, but not limited to, Buy America, Buy American, U.S. Steel, FAR clauses, minority/disadvantaged supplier requirements or similar state procurement laws. Should such requirements be applicable to this project, KONE reserves the right to modify and/or withdraw our Proposal.

Confidentiality

Any pictures or images included in this Proposal are for information purposes only. This proposal and all attachments are intended for the exclusive use of the addressee-recipient. This proposal and attachments are proprietary, confidential, and protected by copyright laws of the United States of America and international treaties. Reproducing, copying, disclosing, adapting, publishing, or distributing this proposal or the attachments, in whole or part, is prohibited. Copyright © 2020 KONE Inc. All rights reserved.

Completion

The price is based on KONE completing its work by December 31, 20**, and a material manufacturing start, no later than six months from the date of this Proposal. The standard wage rate is assumed. If KONE's on-site work is not completed in the above calendar year (due to delays by others), you will be responsible for the labor rate increase that occurs on January 1st of each following year.

Storage/delivery/remobilization

This Proposal is based on the site being handed over to KONE in accordance with KONE Site Safety Requirements, per Bid Attachment "B," on the agreed dates. Any changes to such dates are considered a change to the schedule and KONE shall be entitled to an extension of time and to recover all costs related to such changes and an extension of time. If the Site Requirements are not complete, KONE will not deliver the unit equipment to the job site. If KONE is unable to unload at the jobsite on the scheduled date and commence installation immediately, additional costs for off-site storage (\$1,600 / month per unit) and labor for double handling of the materials (\$4,000) shall be paid to KONE via a Change Order. Should KONE be required to demobilize, through no fault of its own, due to any suspension or work stoppage, and after material is delivered to the jobsite a charge of \$4,000 per crew shall be paid to KONE via a Change Order for each remobilization. Customer shall also store and protect the materials and equipment onsite or at a storage facility reasonably acceptable to KONE at Customer's sole risk and cost. If KONE is not able to commence installation on the agreed upon material delivery date or if KONE's work cannot be performed in an uninterrupted manner, labor may be reallocated to other projects and may not be available to reallocate to this project for several weeks. KONE is not responsible for any delay to the project resulting from labor reallocation because of Site Requirements not being complete by the material delivery date.



Operator time

No operator time is included in this proposal. If the General Contractor or another subcontractor requires access to the shaft or the use of the elevator platform for any reason prior to Final Acceptance, KONE will provide an operator per the standard hourly rate of **\$250/hour** for straight time or **\$500/hour** for overtime. Availability of an operator will be determined at the time of the request. KONE's installation schedule shall be extended by the time needed by other trades for access to the shaft.

Temporary construction time use

This proposal does not include provisions for temporary use of the elevator(s). Should temporary use be required, a monthly fee (**\$3,500**), costs of temporary inspections / re-inspections (**\$2,500**), and a hoistway screening cost (if applicable) will apply per elevator. Any additional cost for screening the hoistway (if applicable) and readjusting / refurbishment will be paid by customer. The General Contractor will provide:

- Protection of the elevator(s)
- Protection of hoistway openings
- Electrical service
- Temporary car enclosure
- Operator
- Two-way voice communication boxes at each landing

The KONE Temporary Acceptance Form shall be executed before any elevator is placed into temporary service. Please note that KONE requires two weeks minimum to refurbish the elevator(s) to a "like new" state prior to final turnover.

Hoistway cleaning

KONE is unable to estimate the cleanliness of an elevator hoistway on a construction site, as the amount of debris/dust is dependent on work completed by other trades within the building. As such, KONE has not included any costs for clean down of the elevator shaft but can provide a price if conditions warrant.

Other trade work

No additional time or costs (outside of the equipment installation and inspection time) have been included in this proposal for coordination with the life safety system, security system, or any other trades. KONE shall be entitled to an extension of time and / or additional costs incurred by additional time expended for coordination with other trades.

Phone

This proposal includes one standard, hands-free ADA compliant speakerphone per cab. It will automatically dial to a determined location. A KONE Care – Emergency Phone Monitoring or Wireless Phone service agreement must be completed, (either accepting or denying KONE's monitoring service) two weeks prior to final inspection.

Inspections

This Proposal includes one final inspection by the elevator code authority, per elevator, during normal working hours. Prior to scheduling the elevator final inspection with the Authority Having Jurisdiction (AHJ), building life safety including fire alarm and dedicated phone lines for each elevator must be fully operational. If the final inspection fails due to KONE's sole responsibility, KONE shall pay for the cost of re-inspection(s). Should re-inspection be required due to deficiencies by others, you will be responsible for the cost of re-inspection(s). All other testing will be provided for additional cost at normal KONE billing rates. During the final testing, a representative of the fire-life-safety contractors will be required (at no cost to KONE) while testing the elevators. No overtime has been included in this Proposal.

Changes to the work

KONE shall not be required to proceed with any Customer requested change to its Work ("Extra Work") until such Extra Work is evidenced in a mutually acceptable Change Order and signed by both parties. This includes, but is not limited to, any changes or revisions, accelerations, resequencing, suspension of KONE's schedule of Work or other delays outside of KONE's control. However, should KONE agree to proceed with Extra Work pursuant to a Construction Change Directive or Field Order without a fully executed Change Order, such agreement by KONE is conditioned on the Extra Work being converted promptly to a fully executed Change Order. KONE shall not be obligated to continue performance of Extra Work if the estimated value of unexecuted Change Orders exceeds 10% of the Agreement Price, or if there is a reasonable safety concern, a product



limitation, or it is unreasonable to proceed. No action by KONE, including but not limited to KONE performing Extra Work without an executed Change Order, shall be construed to be a waiver of Subcontractor's right to seek payment for the Extra Work performed, or to obtain a Change Order at a later date. Customer shall remain directly liable to KONE for payment for changed or Extra Work ordered by the Customer for delays caused by Customer or others subordinated to Customer.



6. Proposal Acceptance

We have read in full and accept the content of this Proposal and all attachments.

Project Name: Airport Control Tower

Proposal No: T-0002863078

Site Address: Albany International Airport, Control Tower, Albany, New York

Total Sales Price: \$215,410.21

Customer

ALBANY COUNTY AIRPORT AUTHORITY

Date

Signature

Printed name

AGENDA ITEM NO. 10.4

Lease: Affirmation and authorization of Lease L-001506 Renewal, NYS Office of General Services on behalf of NYS Division of Military and Naval Affairs

AGENDA ITEM NO: 10.4
MEETING DATE: May 3, 2021

ALBANY COUNTY AIRPORT AUTHORITY
REQUEST FOR AUTHORIZATION

DEPARTMENT: *Finance/Legal*

Contact Person: *Michael F. Zonsius, Chief Financial Officer*
 Christine C. Quinn, Authority Counsel
 Raymond W. Casey, Senior Project Consultant

PURPOSE OF REQUEST:

Lease: *Affirmation and authorization of Lease L-001506 Renewal, NYS Office of General Services on behalf of NYS Division of Military and Naval Affairs*

BUDGET INFORMATION:

Anticipated in Current ALB Capital Plan: Yes ✓ No NA

FISCAL IMPACT - FUNDING (Dollars or Percentages)

Federal State Airport NA ✓

JUSTIFICATION:

This long-term land lease with the NYS Office of General Services acting on behalf of the NYS Division of Military and Naval Affairs includes approximately twenty-two (22) land locked acres of land in the southeast part of the Albany International Airport (site map attached). This lease renewal replaces a fifteen-year agreement, which expires July 31, 2021. The last five years of that expiring agreement resulted in an annual payment of \$239,580 to the Authority.

The new ten-year agreement commencing August 1, 2021 will result in an annual payment to the Authority of \$300,000, increasing to \$315,000 in years six through ten.

The updated lease renewal rates were negotiated by the Authority and the State upon completion of two appraisals contracted by the Authority with the New York State Certified General Appraisers.

CHIEF EXECUTIVE OFFICER'S RECOMMENDATION:

Recommend approval.

FINAL AGREEMENT SUBJECT TO APPROVAL BY COUNSEL: YES ✓ NA

BACK-UP MATERIAL: *Site Map*

AGENDA ITEM NO. 10.5

Agreement: Collaborative Research Agreement to establish Albany International Airport as a digital incubator for new technologies. GE will be allowed workspace within the terminal for that purpose.

AGENDA ITEM NO: 10.5
MEETING DATE: May 3, 2021

ALBANY COUNTY AIRPORT AUTHORITY
REQUEST FOR AUTHORIZATION

DEPARTMENT: *Legal Department*

Contact Person: *Christine C. Quinn, Authority Counsel*

PURPOSE OF REQUEST:

Agreement: *Collaborative Research Agreement to establish Albany International Airport as a digital incubator for new technologies. GE will be allowed workspace within the terminal for that purpose.*

CONTRACT AMOUNT:

Total Contract Amount: *None*

BUDGET INFORMATION:

Anticipated in Current Budget: Yes ✓ No NA

FISCAL IMPACT - FUNDING (Dollars or Percentages)

Federal State Airport NA ✓
Funding Source: *Airport Operating Budget*

JUSTIFICATION:

GE Research and Albany International Airport (ALB) have been working together for the last 6 months to develop, test and implement digital technologies aimed at demonstrating new technology to address ALB's number one priority of making air travel safer in a post pandemic world. ALB has implemented a GE developed sanitization program application to inform the public when an area was last sanitized using their smart phones as well as camera and computer vision technology to implement counting of passengers in a queue and social distancing. In addition to working with ALB to address a response to COVID, there is a good symbiosis between the 2 business entities. We can envision creating a live testbed for several technologies across the areas of artificial intelligence, 5G, robotics including drones, and imaging technology for the TSA. In addition, with ALB growing as the digitally focused airport of the future, it would be a great platform to showcase other technology from the Aviation, Renewable Energy, and Healthcare Sectors.

CHIEF EXECUTIVE OFFICER'S RECOMMENDATION:

Recommend approval.

AGENDA ITEM NO: 10.5
MEETING DATE: May 3, 2021

FINAL AGREEMENT SUBJECT TO APPROVAL BY COUNSEL: YES J NA _____
PROCUREMENT DEPARTMENT APPROVAL:

Procurement complies with Authority Procurement Guidelines and Chief Financial Officer has approved. Yes J NA _____

BACK-UP MATERIAL: *None*

AGENDA ITEM NO. 11

Authorization of Change Orders

AGENDA ITEM NO. 11.1

Change Order #1: Authorization to award Change Order #1 to Contract # 1029-GC Roof Replacement and Coating at CommutAir (Building #211)

AGENDA ITEM NO: 11.1
MEETING DATE: May 3, 2021

ALBANY COUNTY AIRPORT AUTHORITY
REQUEST FOR AUTHORIZATION

DEPARTMENT:

Contact Person: *John LaClair, P.E. Airport Engineer*

PURPOSE OF REQUEST:

Change Order #1: *Authorization to award Change Order #1 to Contract # 1029-GC Roof Replacement and Coating at CommutAir (Building #211)*

CONTRACT AMOUNT:

Base Amount:	\$334,811.00
Change Order #1:	<u>67,033.65*</u>
Total:	\$401,844.65

**Pending approval at this meeting.*

BUDGET INFORMATION:

Federal Airport Improvement Program
Anticipated in Current ALB Capital Plan : Yes No NA
Funding Account No.: CPN 2272

FISCAL IMPACT - FUNDING

Federal N/A State N/A Airport 100% NA
Term of Funding: 2019-2021
Grant No.: N/A State PIN: 1A00.97

JUSTIFICATION:

Request for authorization of Change Order #1 for Contract 1029-GC for Roof Replacement and Coating at CommutAir (Building #211) to Mid-State Industries, Ltd. of Schenectady, N.Y. in the amount of \$67,033.65 to address additional work required due to unforeseen site conditions. The contractor found when the original roof system was removed that the roof decking that supports the roof was deteriorated and needed to be replaced. In order to replace the metal roof decking, the contractor was required to have their asbestos abatement contractor clean out the existing asbestos protection and install additional interior protection to keep CommutAir's operations going and protect their employees from exposure to asbestos.

CHIEF EXECUTIVE OFFICER'S RECOMMENDATION:

Recommend approval.

AGENDA ITEM NO: 11.1
MEETING DATE: May 3, 2021

FINAL AGREEMENT SUBJECT TO APPROVAL BY COUNSEL: YES NO

PROCUREMENT DEPARTMENT APPROVAL:

Procurement complies with Authority Procurement Guidelines and Chief Financial Officer has approved. YES NO .

BACK-UP MATERIAL:

Please refer to attached Change Order backup information complied by Hoffman & Riley Architects.



AIA Document G701™ – 2017

Change Order

PROJECT: <i>(name and address)</i> Contract No: 1029-GC ACAA CommutAir Building 211	CONTRACT INFORMATION: Contract For: General Construction Date: March 17, 2021	CHANGE ORDER INFORMATION: Change Order Number: 001 Date: March 5, 2021
OWNER: <i>(name and address)</i> ACAA Albany International Airport Albany NY 12211	ARCHITECT: <i>(name and address)</i> Hoffman + Riley Architects 1735 Central Ave. Albany NY 12203	CONTRACTOR: <i>(name and address)</i> Mid-State Industries, Ltd 1105 Catalyn Street Schenectady, NY 12303

THE CONTRACT IS CHANGED AS FOLLOWS:

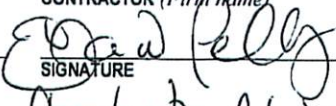
(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

- No: 1: Interior Protection Proposal \$ 34,800.00
- No: 2: Interior Protection & Cleaning \$ 25,500.00
- No: 3: Steel Deck Replacement \$ 6,735.65

The original (Contract Sum) was	\$ 334,811.00
The net change by previously authorized Change Orders	\$ 0.00
The Contract Sum prior to this Change Order was	\$ 334,811.00
The Contract Sum will be increased by this Change Order in the amount of	\$ 67,033.65
The new Contract Sum , including this Change Order, will be	\$ 401,844.65
The Contract Time will be unchanged by (0) days.	
The new date of Substantial Completion will be February 28, 2021	

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

Hoffman + Riley Architects ARCHITECT <i>(Firm name)</i>	Mid-State Industries Ltd. CONTRACTOR <i>(Firm name)</i>	Albany County Airport Authority OWNER <i>(Firm name)</i>
SIGNATURE	 SIGNATURE	SIGNATURE
John H Riley PRINTED NAME AND TITLE	Construction Admin Mgr PRINTED NAME AND TITLE	
DATE	3.22.2021 DATE	DATE

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MSI

MID-STATE INDUSTRIES, LTD.

Roofing • Sheet Metal • Exterior/Interior Restoration Specialists

PROPOSAL (revised)

Change Order #1

May 29, 2020

Mr. John Riley
Hoffman & Riley Architects, LLP
1735 Central Avenue
Albany, NY

RE: **Albany Airport CommutAir Bldg # 211- Interior Protection Proposal**

Dear Mr. Riley:

We propose to provide all the necessary labor, material, equipment, and insurances to perform the following work at the above referenced location:

1. Interior Protection Plan for 4,845 SF.
2. The reason for the interior protection on this project is dust concerns, debris falling into the building, possible rotten decking, to keep the area open & public safety.
3. The lights are below the roof joist and the sprinklers run above the roof joist. Due to this condition the 6 mil non, fire-retardant poly will need to be installed above the lights and below the sprinkler system. We will also cover all shelving with 4 mil poly.
4. All HVAC, smoke detectors, and cameras will be exposed.
5. All work will be completed on 2nd shift.
6. The work will take approximately 6 days to complete.
7. MSI will supply a supervisor to assist with installation and escorting individuals thought-out the site.

**TOTAL FOR ABOVE
THIRTY-FOUR THOUSAND EIGHT HUNDRED AND FIFTY DOLLARS AND NO CENTS
(\$34,800.00)**

Notes:

1. This quote does not include any permits that may be required.
2. Any latent conditions would be performed on a time and materials cost plus basis and the value would be added to the base quote.
3. This proposal is subject to all 2020 AIA stipulations and regulations in effect.
4. This price will be in effect for thirty (30) days

Thank you for the opportunity to be of service to you. If you have any questions, do not hesitate to contact our office.

Sincerely,

Michael Lucey II

Michael W. Lucey II
Director of Roofing & Waterproofing Division

Accepted By:

John Riley

MSI

MID-STATE INDUSTRIES, LTD.

Roofing • Sheet Metal • Exterior/Interior Restoration Specialists

November 19, 2020

PROPOSAL (revised)

Change Order # 2

Mr. John Riley
Hoffman & Riley Architects, LLP
1735 Central Avenue
Albany, NY

RE: **Albany Airport Commuter Bldg # 211- Interior Protection (Clean Air Environmental WBE)**

Dear Mr. Riley:

We propose to provide all the necessary labor, material, equipment, and insurances to perform the following work at the above referenced location:

1. All work will be performed by NYS certified asbestos contractor.
2. Modify the existing plastic as required for the removal of the interior protection.
3. Clean all surface at that are above the poly equipment, lights, piping etc.
4. All work will be completed on 2nd shift.
5. MSI will supply a supervisor to assist with installation and escorting individuals thought-out the site.

TOTAL FOR ABOVE
TWENTY-FIVE THOUSAND FIVE HUNDRED DOLLARS AND NO CENTS
(\$25,500.00)

Alt # 1 Debris & Cleaning:

\$38,500.00

Notes:

1. This quote does not include any permits that may be required.
2. Any latent conditions would be performed on a time and materials cost plus basis and the value would be added to the base quote.
3. This proposal is subject to all 2020 AIA stipulations and regulations in effect.
4. This price will be in effect for thirty (30) days
5. MSI will not be responsible of the for conduit, lighting, piping that is secured to the roof deck if it falls.


Thank you for the opportunity to be of service to you. If you have any questions, do not hesitate to contact our office.

Sincerely,

Michael Lucey II

Michael W. Lucey II
Director of Roofing & Waterproofing Division

Accepted by:


John LaClair, P.E.
Chief Engineer



Roofing ▪ Sheet Metal ▪ Exterior/Interior Restoration Specialists

Change Order #~~8~~1

January 22, 2021

Mr. John Riley
Hoffman & Riley Architects, LLP
1735 Central Avenue
Albany, NY

RE: Albany Airport CommutAir Bldg # 211- Steel Deck Replacement

Dear Mr. Riley:

We propose to provide all the necessary labor, material, equipment, and insurances to perform the following work at the above referenced location:

Remove and replace deteriorated steel roof decking with new 20 ga. Steel roof decking 4 20 ga steel flat sheets.

**TOTAL FOR ABOVE
THREE THOUSAND NINE HUNDRED TWENTY-FOUR DOLLARS AND NO CENTS
(\$6,733.65)**

Notes:

1. This quote does not include any permits that may be required.
2. Any latent conditions would be performed on a time and materials cost plus basis and the value would be added to the base quote.
3. This proposal is subject to all 2020 AIA stipulations and regulations in effect.
4. This price will be in effect for thirty (30) days

Thank you for the opportunity to be of service to you. If you have any questions, do not hesitate to contact our office.

Sincerely,

Michael Lucey II

Michael W. Lucey II
Director of Roofing & Waterproofing Division

Accepted By:

AGENDA ITEM NO. 12

Authorization of Federal and State Grants

AGENDA ITEM NO. 13

**Emergency Procurement Approvals by CEO –
Informational Only**

Old Business

New Business

Executive Session

Attorney-Client Privilege Matters