



ALBANY COUNTY AIRPORT AUTHORITY
 ALBANY INTERNATIONAL AIRPORT
 ADMINISTRATION BUILDING
 SUITE 200
 ALBANY, NEW YORK 12211-1057

TEL: 518-242-2222
 ADMIN FAX: 518-242-2641
 FINANCE FAX: 518-242-2640
 SITE: www.albanyairport.com

Minutes of the Regular Meeting of the Albany County Airport Authority

ACAA Approved
 06/10/2019

May 6, 2019

Pursuant to notice duly given and posted, the regular meeting of the Albany County Airport Authority was called to order on Monday, May 6, 2019 @ 11:30 a.m. in the 3rd Floor Conference Room of the main terminal located at the Albany International Airport by Chairman Kenneth J. Doyle with the following present:

MEMBERS PRESENT

Rev. Kenneth J. Doyle
 Lyon M. Greenberg, M.D.
 Patricia M. Reilly
 Kevin R. Hicks
 Steven H. Heider

MEMBERS ABSENT

Samuel A. Fresina
 Tony Gorman

STAFF

John A. O'Donnell
 William J. O'Reilly
 Peter Stuto
 Liz Charland
 Steve Iachetta
 Helen Chadderdon
 Doug Myers
 John LaClair
 Margaret Herrmann

ATTENDEES

Fred Acunto, Airport Manager, AvPorts
 John DelBalso, Assistant Airport Manager, AvPorts
 Bob Heitz, Manager Million Air
 Dennis Feeney, Majority Leader
 Michael DeSocio, Business Review
 Eric Anderson, Times Union
 Bart Johnson, FSD, TSA
 Michael Kilcullen, TSA
 Ray Casey, Airport Consultant

1. **CHAIRMAN'S REMARKS**
2. **MINUTES**

Mr. Hicks moved to approve the minutes of the April 22, 2019 Regular Meeting.

The motion was adopted unanimously.

3. COMMUNICATIONS AND REPORT OF CHIEF EXECUTIVE OFFICER

Mr. O'Donnell presented the Communications and Report of the Chief Executive Officer for the month of May 2019.

4. INTERESTING CORRESPONDENCE

Noted

MANAGEMENT REPORTS:

5. Chief Financial Officer

Mr. O'Reilly presented the following:

- 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**

6. Project Development

Mr. Iachetta presented the Project Development Status Report for the month of May 2019.

7. Counsel

8. Concessions/Ambassador Program

Ms. Chadderdon presented the Concessions/Ambassador Status Report for the month of May 2019.

9. Public Affairs

Mr. Myers presented the Public Affairs Status Report for the month of May 2019.

Action Items:

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

10.1 Concession Contract: Amendment No. 1 to Concessionaire Contract Term with OHM Concession Group, LLC (Contract No. 910-CON-FB)

Mr. O'Reilly recommended authorization to approve Amendment No. 1 to Concessionaire Contract Term with OHM Concession Group, LLC (Contract No. 910-CON-FB). He advised The Authority entered into a contract with OHM Concession Group, LLC on January 24, 2018 effective March 1, 2018

and subsequent to the commencement of the contract, the Concessionaire incurred unanticipated expenses and delays, some of which could not be reasonably anticipated. The Airport Authority Board was asked to allow an amendment to that contract to provide a change in the start date from March 1, 2018 to October 1, 2018 and to provide for an optional four-year extension (through September 30, 2030) subject to approval by the Authority. The Board approved this change at its December 10, 2018 meeting. Additionally, subsequent discussions with the Concessionaire led to a modified recommendation on the contract extension. We recommend the Board approve that the first two years of the extension (through September 30, 2030) be at the sole discretion of the Concessionaire and that the additional two years (through September 30, 2032) be at the discretion of the Authority.

Dr. Greenberg moved to approve that the first two years of the extension (through September 30, 2030) be at the sole discretion of the Concessionaire and that the additional two years (through September 30, 2032) be at the discretion of the Authority. The motion was adopted unanimously.

10.2 Lease Amendment: Lease Amendment No. 7 to Contract No. L-637 with Integra Optics, Inc.

Mr. O'Reilly recommended approval of Lease Amendment No. 7 to Contract No. L-637 with Integra Optics. He advised Integra Optics has been in continuing discussions with the Authority and the State of New York Economic Development staff about its need for an addition and alterations to one of its lease buildings (Building 203) to allow it to accommodate a larger work force caused by continued company growth and acquisitions. Also, we believe the overall project cost will approach \$130,000 of which the Authority proposes to contribute \$65,000, with Integra paying the remaining project amount. Completion of this work will increase the value of existing Building 203 (regardless of whether or not a building addition is eventually funded).

Ms. Reilly moved to authorize said Lease Amendment No. 7. The motion was adopted unanimously.

10.3 Terminal Bridge Maintenance: Upgrade to two Over-the-Wing Passenger Boarding Bridges C2 and C3 by APOCCA AB

Mr. Iachetta recommended authorization to award a Purchase Order based upon time and material amounts not-to-exceed \$276,716 to APOCCA AB for work required to upgrade the two Over-the-Wing (OTW) Passenger Boarding Bridges (C2 and C3). He advised the work will include onsite service scheduled for June 10 through 16. Also, APOCCA AB, provided a scope of required engineering service, installation, and support. Additionally, they subsequently agreed to extend the warranty on service and material to two full years.

Mr. Hicks moved to authorize the award of a Purchase Order based upon time and material amounts not-to-exceed \$276,716. The motion was adopted unanimously.

10.4 Amendment #3 to Contract No. S-912 Runway 1-19 and Taxiway A Edge Lighting Replacement for AECOM for Construction Inspection (CI).

Mr. LaClair recommended authorization to award Amendment #3 to Contract S-912 Construction Inspection Services for the Runway 1-19 and Taxiway A Edge Lighting Replacement project to AECOM in the amount of \$139,300. He advised the firm was previously selected as the most qualified firm responding to a competitive Request for Qualifications process and their fee for services was established by negotiation. He further advised that the contractor on the project did not complete the work within the allotted contract time and is currently being assessed Liquidated Damages which will help to offset the additional Construction Inspection costs.

Ms. Reilly moved to authorize Amendment No. 3 to Contract No. S-912 Runway 1-19 and Taxiway A Edge Lighting Replacement for AECOM for Construction Inspection (CI). The motion was adopted unanimously.

10.5 Construction Contract: Authorization to Award Construction Contract 991- W Terminal Amenities- Wayfinding Signs to Color Ad Signs

Mr. O'Donnell recommended authorization to award Contract No. 991-W for Terminal Amenities Wayfinding Signs to qualified low bidder Color Ad Signs of Manassas, Va. for \$1,459,999. He advised the contract scope includes removal and installation of terminal wayfinding signage, removal and installation of curbside signage, new signs in the new parking garage, electrical and data connections and coordination with contracts 989-GC and 991-GC. He further advised award of this contract is contingent on NYSDOT concurrence and compliance with the M/WBE requirements. Additionally, it is requested that in the event the low bidder cannot fulfill the requirements of the pre-award submittals, the CEO shall be authorized to award to the second low bidder, L.H. Companies.

Mr. Hicks inquired if Color Ad Signs will be signing a Project Labor Agreement.

Mr. O'Donnell advised they will be signing the Project Labor Agreement.

Mr. Hicks moved to authorize the award of Construction Contract 991-W Terminal Amenities- Wayfinding Signs to Color Ad Signs in the amount of \$1,459,999 contingent on NYSDOT concurrence and compliance with the M/WBE requirements. Additionally, in the event the low bidder cannot fulfill the requirements of the pre-award submittals, the CEO shall be authorized to award to the second low bidder, L.H. Companies. The motion was adopted unanimously.

10.6 Professional Service No. S-1013: Design Services for Renovations of the FAA Control Tower

Mr. O'Donnell recommended authorization to approve negotiations for professional engineering service Contract S-1013 with Sage Engineering Associates, LLP of Albany as recommended by the ACAA Selection Committee among two qualified Request for Qualification responses received on April 30, 2019. He advised the RFQ was widely advertised and each competitive engineering team proposal was deemed qualified and Sage Engineering received the highest evaluation score. Contract award is scheduled for a subsequent Board meeting following completion of professional engineering design and construction phase administration service

negotiations. Construction Inspection is proposed to be deferred pending completion of design services for the required Air Traffic Control Tower and TRACON Facility renovations. M/WBE program compliance has been demonstrated.

Dr. Greenberg moved to authorize negotiations for professional engineering service Contract S-1013 with Sage Engineering Associates, LLP. The motion was adopted unanimously.

11. Authorization of Change Orders

11.1 Construction/Demolition: Contract No. 989-DEM: Demolition of Building #113 at 7 Jetway Drive (former sand storage building) Change Order #3-FINAL

Mr. Iachetta recommended authorization to approve Change Order #3 in the amount of \$54,192.65 resulting in a final total contract amount of \$339,385.76 for Contract 989-DEM to NASDI, LLC for the demolition of Building No. 113 at 7 Jetway Drive (former sand storage building). He advised the project was completed on November 30, 2018 and NASDI, LLC has requested a change order to cover the cost of added contract scope related to additional hazardous demolition materials. Also, three subcontractors filed liens for nonpayment by NASDI, LLC. The Project Engineer has approved each change order. NASDI, LLC has further agreed to the issuance of Joint Checks by the Authority issued and made payable to the Contractor and each Subcontractors to satisfy the subcontractor liens.

Father Doyle moved to authorize Final Change Order No. 3 in the amount of \$54,192.65 to NASDI, LLC. The motion was adopted unanimously.

12. Authorization of Federal and State Grants - None

13. Emergency Procurement Approvals by CEO - Informational Only - None

Old Business:

New Business:

Executive Session:

Father Doyle made a motion to go into Executive Session to discuss:

ES-1 – Matter Leading to the Promotion of a Particular Corporation

The motion was adopted unanimously.

There being no further business, the meeting was adjourned at 12:45 p.m.



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ALBANY COUNTY AIRPORT AUTHORITY

REGULAR MEETING

AGENDA

May 6, 2019

General:

1. Chairman's Remarks
2. Approval of Minutes
- Special Meeting – April 22, 2019
3. Communications and Report of Chief Executive Officer
4. Interesting Correspondence

Management Reports:

5. 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
6. Project Development
7. Counsel
8. Concessions/Ambassador Program
9. Public Affairs

Action Items:

10. Authorization of Contracts/Leases/Contract Negotiations/Contract Amendments
 - 10.1 Concession Contract: Amendment No. 1 to Concessionaire Contract Term with OHM Concession Group, LLC (Contract No. 910-CON-FB)

- 10.2 **Lease Amendment: Lease Amendment No. 7 to Contract No. L-637 with Integra Optics, Inc.**
- 10.3 **Terminal Bridge Maintenance: Upgrade to two Over-the-Wing Passenger Boarding Bridges C2 and C3 by APOCCA AB**
- 10.4 **Amendment #3 to Contract No. S-912 Runway 1-19 and Taxiway A Edge Lighting Replacement for AECOM for Construction Inspection (CI).**
- 10.5 **Construction Contract: Authorization to Award Construction Contract 991- W Terminal Amenities- Wayfinding Signs to Color Ad Signs**
- 10.6 **Professional Service No. S-1013: Design Services for Renovations of the FAA Control Tower**

11. Authorization of Change Orders

- 11.1 **Construction/Demolition: Contract No. 989-DEM: Demolition of Building #113 at 7 Jetway Drive (former sand storage building) Change Order #3-FINAL**

12. Authorization of Federal and State Grants

None

13. Procurement Approvals by CEO – Informational Only

None

Old Business:

New Business:

Executive Session:

ES-1 – Matter Leading to the Promotion of a Particular Corporation

Attorney-Client Privilege Matters:

NOTICE

TIMES UNION

timesunion.com

Albany Times Union
News Plaza
Box 15000
Albany, New York 12212

ALBANY INTERNATIONAL AIRPORT
737 ALBANY SHAKER RD
ADMINISTRATIVE BLDG SUITE 204
ATTN: KATIE KANE
ALBANY, NY 12211

Account Number: 061026000
Order Number: 0004053028
Order Invoice Text: Meeting Notice

C Finnegan / A Loveridge / T Tomes / S Rawling / R Bernard / T Duquette of the city of Albany, being duly sworn, says that he/she is principal Clerk of THE TIMES UNION, a daily newspaper printed in the county of Albany, Town of Colonie, and Published in the County of Albany, Town of Colonie and the city of Albany, aforesaid and that notice of which a printed copy is annexed has been regularly published in the said ALBANY TIMES UNION on the following dates

04-30-2019

Jessie Jones

Sworn to before me, this 1 day of May 2019.

Traci Rabidoué

TRACI RABIDOUÉ
Notary Public - State of New York
No. 01RA6319968
Qualified in Albany County
My Comm. Expires Mar. 2, 2023

Notary Public
Albany County

NOTARY PUBLIC

STATE OF NEW YORK
COUNTY OF ALBANY
I, TRACI RABIDOU, Notary Public in and for the State of New York, do hereby certify that the following is a true and correct copy of the original as the same appears in my records.

TRACI RABIDOU
Notary Public
My Comm. Expires Mar. 2, 2023

...

TRACI RABIDOU
Notary Public - State of New York
No. 019A6319968
Qualified in Albany County
My Comm. Expires Mar. 2, 2023

**ALBANY COUNTY AIRPORT AUTHORITY
MEETING NOTICE**

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TU4053028



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cc: Facebook
Lobby

4/26/19
1 me

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Liz Charland

From: Liz Charland
Sent: Friday, April 26, 2019 1:12 PM
To: 'TU Legals'
Subject: Please publish once ASAP. Thank you.
Importance: High

ALBANY COUNTY AIRPORT AUTHORITY

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Liz Charland

From: Liz Charland
Sent: Friday, April 26, 2019 1:11 PM
To: Kenneth Doyle; Kevin R. Hicks, Sr. - IPAD; Kevin R. Hicks, Sr. (Personal); Lyon Greenberg, MD; Lyon Greenberg, MD - IPAD; Patricia M. Reilly; Patricia M. Reilly - IPAD; Rev. Kenneth Doyle (Personal); Samuel A. Fresina; Samuel A. Fresina - IPAD; Steve Heider; Steven H. Heider; Tony Gorman; Tony Gorman - IPAD
Subject: Meeting Notice - Note this will be a regular meeting with reports and action items. Monday, May 6, 2019 at 11:30 a.m.
Importance: High

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Liz Charland

From: Liz Charland
Sent: Friday, April 26, 2019 1:09 PM
To: ACAAList
Subject: May 6, 2019 Meeting Notice
Importance: High

NOTE: This is a full board meeting so I will need your reports. Please forward your reports and items by Tuesday, April 30. Thank you.

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Liz Charland

From: Liz Charland
Sent: Friday, April 26, 2019 1:10 PM
To: Bart Johnson; Bob Heitz; Brandon Russell, Majority Counsel; County Executive Daniel P. McCoy; Dave Collins; Douglas A. Bullock, Albany County Mass Transit Committee Chair; Eric Anderson; Frank Mauriello, Albany County Minority Leader; Fred Acunto; George Penn (Albany County); Jill Bryce; John DelBalso; Kelly Boyea (Albany County); Majority Leader Dennis Feeney; Mike DeMasi (Business Review); Mike DeSocio; Pam Allen; Pete Rea (prea@dot.state.ny.us); Spotlight News; WRGB News
Subject: ACAA Board Meeting Monday, May 6, 2019 at 11:30 a.m.

ALBANY COUNTY AIRPORT AUTHORITY

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Liz Charland

From: Liz Charland
Sent: Friday, April 26, 2019 1:09 PM
To: Saratogian Newspapers; The Colonie Spotlight; The Gazette; The Troy Record
Subject: Please publish in the Community Section of your paper. Thank you.

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ALBANY COUNTY AIRPORT AUTHORITY

REGULAR MEETING

AGENDA

May 6, 2019

General:

1. **Chairman's Remarks**
2. **Approval of Minutes**
Special Meeting – April 22, 2019
3. **Communications and Report of Chief Executive Officer**
4. **Interesting Correspondence**

Management Reports:

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

Action Items:

10. **Authorization of Contracts/Leases/Contract Negotiations/Contract Amendments**
 - 10.1 **Concession Contract: Amendment No. 1 to Concessionaire Contract Term with OHM Concession Group, LLC (Contract No. 910-CON-FB)**
 - 10.2 **Lease Amendment: Lease Amendment No. 7 to Contract No. L-637 with Integra Optics, Inc.**
 - 10.3 **Terminal Bridge Maintenance: Upgrade to two Over-the-Wing Passenger Boarding Bridges C2 and C3 by APOCCA AB**

- 10.4 **Amendment #3 to Contract No. S-912 Runway 1-19 and Taxiway A Edge Lighting Replacement for AECOM for Construction Inspection (CI).**
- 10.5 **Construction Contract: Authorization to Award Construction Contract 991- W Terminal Amenities- Wayfinding Signs to Color Ad Signs**
- 10.6 **Professional Service No. S-1013: Design Services for Renovations of the FAA Control Tower**
- 11. **Authorization of Change Orders**
 - 11.1 **Construction/Demolition: Contract No. 989-DEM: Demolition of Building #113 at 7 Jetway Drive (former sand storage building) Change Order #3-FINAL**
- 12. **Authorization of Federal and State Grants**
 - None
- 13. **Procurement Approvals by CEO – Informational Only**
 - None

Old Business:

New Business:

Executive Session:

ES-1 – Matter Leading to the Promotion of a Particular Corporation

Attorney-Client Privilege Matters:

AGENDA ITEM NO. 1

Chairman's Remarks

AGENDA ITEM NO. 2

Approval of Minutes



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Minutes of the Special/Informational Meeting of the Albany County Airport Authority

April 22, 2019

Pursuant to notice duly given and posted, the Special/Informational meeting of the Albany County Airport Authority was called to order on Monday, April 22, 2019 @ 11:30 a.m. in the 3rd Floor Conference Room of the main terminal located at the Albany International Airport by Chairman Kenneth J. Doyle with the following present:

MEMBERS PRESENT

Rev. Kenneth J. Doyle
 Patricia M. Reilly
 Tony Gorman (Via Telephone)
 Lyon M. Greenberg, M.D.
 Steven H. Heider
 Samuel A. Fresina
 Kevin R. Hicks

MEMBERS ABSENT

STAFF

John A. O'Donnell
 William J. O'Reilly
 Peter Stuto
 Liz Charland
 John LaClair
 Steve Iachetta
 Helen Chadderdon

ATTENDEES

Fred Acunto, Airport Manager, AvPorts
 John DelBalso, Assistant Airport Manager, AvPorts
 Michael DeSocio, Business Review
 Eric Anderson, Times Union

Action Items:

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

1.1 Construction Contract: Authorization to Award Construction Contract 989-GCR Parking Garage to LeChase Construction

Mr. O'Donnell recommended authorization to award Contract No. 989-GCR for the Parking Garage to the qualified low bidder, LeChase Construction in

the amount of \$15,700,000. He advised this contract will be funded from CPN 2263 and will be 53.7% airport funded, 43.8% state funded and 2.5% federal funded.

Mr. O'Donnell explained that with the concurrence of NYSDOT the original sole bidder was rejected and the project was immediately re-scheduled for bidding. During the first bid the contractors and subcontractors requested additional time to bid the project. The re-bid allowed the contractors and subcontractors sufficient time to put together a competitive bid. In summary, the reduced bid amount was the result of additional competition from the three bidders and the additional time afforded for bid preparation.

Mr. O'Donnell also stated that the Authority saved about \$2.2 million by re-bidding the project.

Ms. Reilly inquired if this bid included all of the original work. Mr. O'Donnell advised that the garage elevators were taken out of this contract and were bid separately.

Mr. Heider moved to authorize the award of Contract 989-GCR for the Parking Garage to LeChase Construction in the amount of \$15,700,000. The motion was adopted unanimously.

1.2 Amendment #1 to Contract No. S-945 Replacement of Passenger Boarding Bridges B5, B7, B8 & C3 to C & S Companies for Construction Inspection (CI).

Mr. LaClair recommended authorization to approve Amendment No. 1 in the amount of \$98,095 to Contract No. S-945 Replacement of Passenger Boarding Bridges B5, B7 & C3 to C&S Companies for Construction Inspection (CI). He advised C&S Companies was previously selected as the most qualified firm responding to a competitive Request for Qualifications process. Their fee for services was subsequently established by negotiation as provided for in the Federal Aviation Administration Advisory Circular 150/5100-14-D and the proposed fee will include all construction inspection services during the execution of the construction contract and is in conformance with the Disadvantaged Business Enterprise requirements.

Dr. Greenberg moved to authorize Amendment No. 1 in the amount of \$98,095 to Contract No. S-945 Replacement of Passenger Boarding Bridges B5, B7 & C3 to C&S Companies for Construction Inspection (CI). The motion was adopted unanimously.

1.3 To authorize the issuance of multiple Purchase Orders for Janitorial Supplies to the lowest accepted bid.

Mr. O'Reilly recommended authorization to approve multiple Purchase Orders for janitorial supplies to the lowest accepted bid. He advised the Authority issued an Invitation for Bids (IFB) for Janitorial Supplies with a thirty percent (30%) participation requirement for Minority and Women Owned Business Enterprises. The New York Industries for the Disabled (NYSID) is a preferred source provider under the New York State Finance Law and provided a separate proposal for thirty-seven (37) of the sixty-eight (68) items in the IFB. The Authority received responses from eight (8) vendors and recommends award to six (6) vendors who submitted the lowest price for specific material that NYSID could not provide or would have cost at least fifteen percent more if obtained from NYSID. Four (4) of the six (6) vendors requested a waiver from the MWBE participation

requirement and we obtained approval of the waivers from Empire State Development after their review of the documentation of Good Faith Efforts. The award will be for a three (3) year term with the option to renew for two (2) additional one (1) year terms. Additionally, NYSID as a “Preferred Source Supplier” under the State Finance will be awarded five (5) of the items. The NYSID product pricing for the remainder of their submitted items was more than 15% higher than the pricing obtained through bid. NYSID has been informed of the pricing comparison and accepted our finding.

Fr. Doyle inquired if NYSID was exempt from bidding. Mr. O’Reilly advised that they are exempt, but we could conduct an invitation for bid if NYSID’s prices were more than 15% above market.

Mr. Hicks inquire if Veteran Owned Business were invited to bid. Mr. O’Reilly advised there were no Veteran Owned Business enterprises that could provide these supplies.

Mr. Hicks moved to authorize the approval of multiple Purchase Orders for janitorial supplies. The motion was adopted unanimously.

1.4 Real-Property Acquisition Lease Amendment – Proposed Land Swap and Purchase Transaction with County of Albany for Acquisition of Sicker Road (West) cul-de-sac.

Mr. Iachetta recommended authorization to approve a land swap and purchase transaction with the County of Albany for acquisition of Sicker Road (West) cul-de-sac. He advised Board approval is requested for the proposed land swap and purchase transaction with the County of Albany for the Airport to acquire the end portion of Sicker Road (West), including cul-de-sac, and to create new cul-de-sac at the new road end. The newly acquired land will be used by the Airport for aeronautical purposes, specifically to enhance the CommutAir facility with additional aircraft parking and automobile parking. The components of the transaction are:

The County will transfer .53 +/- acres at no cost to the Authority. This transaction was approved by resolutions of both the County and Authority in 1996. The final transfer (by amendment of the lease with the County) lease amendment was never executed.

The remaining “swap” involves three parcels resulting in a net gain of .72 acres by the Authority. The Authority will pay the County \$90,000 for the .72 acres based upon fair market appraisal. This portion of the conveyance is to add .85 acres to the Airport Lease, subtract a .05 acre parcel from the Airport Lease and convey .08 acre parcel to the County.

Mr. Heider inquired as to who will pay for the new cul-de-sac. Mr. O’Donnell advised this will be our cost.

Mr. Fresina moved to authorize the Proposed Land Swap and Purchase Transaction with County of Albany for Acquisition of Sicker Road (West) cul-de-sac. The motion was adopted unanimously.

1.5 Amendment of ACAA Personnel Handbook - ADD ON/HAND-OUT

Mr. Gorman as Chair of the Personnel Committee recommended authorization of the Amended ACAA Personnel Handbook. He advised that the handbook was reviewed and approved by the Personnel Committee this morning and is being

presented to the full Board for concurrence of the proposed changes.

Mr. O'Donnell reviewed all of the highlighted changes presented.

Mr. Gorman moved to approve the Amended ACAA Personnel Handbook. The motion was adopted unanimously.

There being no further business, the meeting was adjourned at 11:55 a.m.



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**ALBANY COUNTY AIRPORT AUTHORITY
SPECIAL/INFORMATIONAL MEETING**

AGENDA

April 22, 2019

Action Items:

Minutes – April 8, 2019

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

- 1.1 Construction Contract: Authorization to Award Construction Contract 989-GCR Parking Garage to LeChase Construction**
- 1.2 Amendment #1 to Contract No. S-945 Replacement of Passenger Boarding Bridges B5, B7, B8 & C3 to C & S Companies for Construction Inspection (CI).**
- 1.3 To authorize the issuance of multiple Purchase Orders for Janitorial Supplies to the lowest accepted bid.**
- 1.4 Real-Property Acquisition Lease Amendment – Proposed Land Swap and Purchase Transaction with County of Albany for Acquisition of Sicker Road (West) cul-de-sac.**
- 1.5 ADD ON/HAND-OUT – Amendment to the ACAA Personnel Handbook**

AGENDA ITEM NO. 3

Communications and Report of Chief Executive Officer



May 2019



Albany International Airport presents
EVERYDAY PERFECTION
March 23 - September 2, 2019

Historic artifacts from the collections of Shaker Museum | Mount Lebanon and Shaker Heritage Society with works of contemporary art by

Amie Cunat
Kate Hamilton
Elana Herzog
Marietta Hoferer
Brece Honeycutt
Laura Kaufman
Matt LaFleur
Melissa Thorne

Opening Reception
Friday, April 12
5:30 - 7:30 PM









ALBANY COUNTY AIRPORT AUTHORITY
ALBANY INTERNATIONAL AIRPORT
ADMINISTRATION BUILDING
SUITE 200
ALBANY, NEW YORK 12211-1057

TEL: 518-242-2222
ADMIN FAX: 518-242-2641
FINANCE FAX: 518-242-2640
SITE: www.flyalbany.com

MEMO: May 2, 2019

TO: Albany County Airport Authority Board Members

FROM: John A. O'Donnell, Chief Executive Officer

Attached is the report of significant events for the period through May 2, 2019 as well as forward-looking, noteworthy items. If you have any questions regarding this report, please let me know.



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FINANCE FAX: 518-242-2640
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CHIEF EXECUTIVE OFFICER'S REPORT

May 2019

Airport Art Gallery Opens New Exhibit

A public reception was held on April 12 for the latest exhibit at the Albany International Airport. The exhibit is entitled "Everyday Perfection" and it portrays historic artifacts from the collections of the Shaker Museum, Mount Lebanon and the Shaker Heritage Society along with contemporary art. The show features Shaker inspired works by a variety of artists.

The exhibit will run until September 2. Kathy Greenwood is looking to curate a unique exhibit this fall since we anticipate a very busy terminal as the renovations continue.

AGENDA ITEM NO. 4

Interesting Correspondence

ALBANY AIRPORT PROFESSIONAL FIRE FIGHTERS ASSOCIATION, INC

10 JETWAY DRIVE, ALBANY, NEW YORK 12211
PHONE (518) 242-2332 / FAX (518) 242-2620



John and Deborah O'Donnell
643 Maple Lane
Niskayuna, NY 12309

John and Deborah,

On behalf of the Woodward family and the Albany Airport Professional Firefighters Local I -65, we would like to thank you for the generosity during our brother Josh's time of need. Our agency has been humbled by the overwhelming support and kind words that we have received on behalf of Josh.

On February 7th our firefighting family was stunned by the sudden critical illness that befell our brother, Firefighter Josh Woodward. Josh within an hour of arriving at the hospital, was rushed into emergency surgery for the infection that had taken over his body. He began the biggest fight of his life, highlighted by the support of the community that surrounds him. On February 8th the doctors gave him a 5% chance to make it thru the night. When morning came, he was still here fighting #WoodwardStrong. Today, after 2 months of hospitalization, he has returned home to his family.

Josh has a long road of recovery that lies ahead, but the support that has been shown to his family and our union has been extraordinary. We cannot thank you enough for your thoughtfulness and outpouring of support when we were in need. Our organization is forever grateful.

Forever humbled,

Christopher Menge,

Secretary / Treasurer

Albany Airport Professional Firefighters

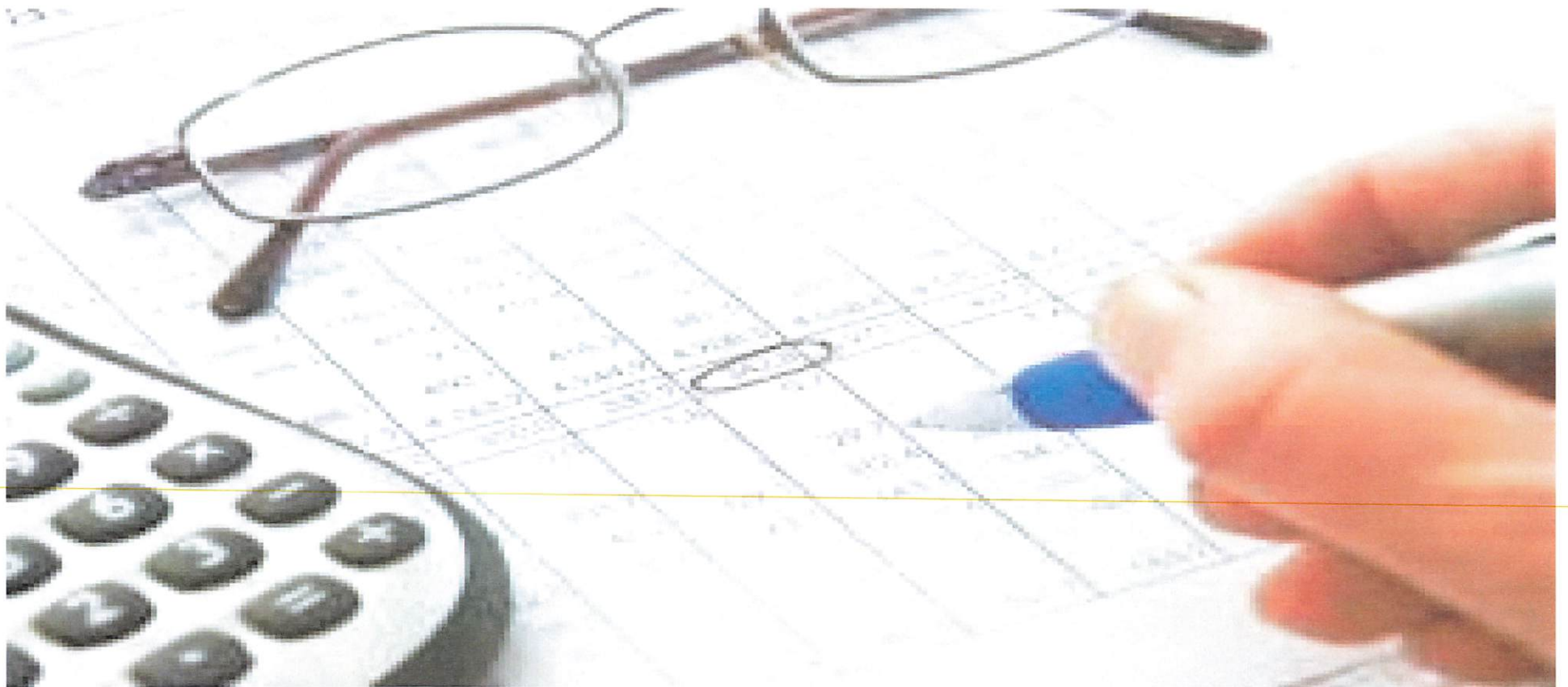
Local I-65

AGENDA ITEM NO. 5

Financials



Finance Report



ALBANY COUNTY AIRPORT AUTHORITY

**FINANCIAL & STATISTICAL
RESULTS FOR
March 2019**

ACAA STATISTICAL PERFORMANCE

The Month of March 2019

	Actual	Budget	Variance
Enplanements	131,398	128,913	1.9%
Aircraft Operations	5,460	5,693	-4.1%
Landed Weight	149,236,574	140,696,948	6.1%
Cargo (Tons)	1,534	1,562	-1.8%
FBO Jet A (gallons)	87,742	81,932	7.1%
FBO AvGas (gallons)	4,578	3,250	40.9%
AvGas Commercial (gallons)	8,377	4,632	80.9%
FBO Into-Plane (gallons)	1,937,662	1,667,496	16.2%
FBO Deicing (gallons)	15,789	22,005	-28.2%

ACAA STATISTICAL PERFORMANCE

3 Months Ended March 2019

	Actual	Budget	Variance
Enplanements	344,780	340,472	1.3%
Aircraft Operations	14,049	14,798	-5.1%
Landed Weight	386,937,840	381,973,647	1.3%
Cargo (Tons)	4,045	4,388	-7.8%
FBO Jet A (gallons)	269,743	252,476	6.8%
FBO AvGas (gallons)	10,607	8,972	18.2%
AvGas Commercial (gallons)	23,054	14,692	56.9%
FBO Into-Plane (gallons)	5,048,854	4,675,473	8.0%
FBO Deicing (gallons)	102,914	93,770	9.8%

COMPARISON OF ENPLANEMENTS

	EPAX	CHANGE	TWELVE	CHANGE
	MONTH OF	FROM	MONTHS	FROM
	March	March	ENDED	From 12 Mos
	<u>2019</u>	<u>2018</u>	<u>March</u>	<u>Ended March</u>
			<u>2019</u>	<u>2018</u>
ALBANY	131,398	4.2%	1,478,571	3.9%
BRADLEY			3,068,585 *	3.6%
BUFFALO	214,190	0.8%	2,520,595	6.8%
ROCHESTER	110,297	2.3%	1,290,890	4.6%
PLATTSBURGH	17,328	0.1%	121,388	-7.4%
STEWART			319,944 e *	36.3%
SYRACUSE	107,201	16.6%	1,189,397	12.8%
WESTCHESTER	71,484	15.2%	778,877	5.1%

* Eleven Months for Stewart and Bradley

e=estimate based upon total passengers

ACAA BUDGET PERFORMANCE

CHANGE IN UNRESTRICTED WORKING CAPITAL

	<u>March-19</u>	<u>December-18</u>	<u>CHANGE</u>
CASH	\$ 27,960,305	\$ 27,170,120	\$ 790,185
ACCOUNTS RECEIVABLE	1,586,750	2,206,229	(619,479)
PREPAID EXPENSES	466,667	1,200,397	(733,730)
UNRESTRICTED ASSETS	<u>30,013,722</u>	<u>30,576,746</u>	<u>(563,024)</u>
PAYABLES FROM			
UNRESTRICTED ASSETS	<u>(5,491,889)</u>	<u>(7,117,842)</u>	<u>1,625,953</u>
UNRESTRICTED WORKING CAPITAL	<u>\$ 24,521,833</u>	<u>\$ 23,458,904</u>	<u>\$ 1,062,929</u>

ACAA BUDGET PERFORMANCE

OPERATING REVENUES (3 Months Ended March 2019)

	March-19	Budget March-19	VARIANCE
AIRLINE REVENUES	\$ 3,915,130	\$ 3,758,586	\$ 156,544
NON-AIRLINE AIRFIELD REV	109,290	103,944	5,346
TERMINAL	892,308	802,362	89,946
GROUND TRANSPORTATION	5,245,305	5,072,738	172,567
OTHER AIRPORT REVENUE	1,449,390	1,493,894	(44,504)
FBO RETAIL SALES (net)	953,008	688,404	264,604
TOTAL	<u>12,564,431</u>	<u>11,919,928</u>	<u>644,503</u>

ACAA BUDGET PERFORMANCE

OPERATING EXPENSES (3 Months Ended March 2019)

	March-19	Budget March-19	VARIANCE
AIRFIELD	\$ 862,185	\$ 1,037,205	\$ 175,020
FBO	716,759	718,256	1,497
TERMINAL	1,608,071	1,572,547	(35,524)
LOADING BRIDGES	57,875	77,615	19,740
LANDSIDE	431,337	380,826	(50,511)
PARKING	1,249,689	1,305,325	55,636
ARFF	463,405	545,610	82,205
OPERATIONS & SECURITY	1,023,710	1,044,197	20,487
VEHICLES & EQUIP	395,965	440,947	44,982
ADMINISTRATION	1,891,902	1,907,252	15,350
TOTAL	8,700,898	9,029,780	328,882

ACAA BUDGET PERFORMANCE

OTHER (NONOPERATING) REVENUES/EXPENSES (3 Months Ended March 2019)

	<u>March-19</u>	<u>Budget March-19</u>	<u>VARIANCE</u>
INTEREST EARNINGS	\$ 371,899	\$ 218,864	\$ 153,035
PASS. FAC. CHARGES	1,129,035	1,129,035	-
CUST. FAC. CHARGES	-	-	-
DEBT SERVICE	(2,980,104)	(2,980,104)	-
LOC INTEREST	(2,187)	-	(2,187)
GRANT INCOME	34,200	34,675	(475)
ALL OTHER	45,403	(15,923)	61,326
TOTAL	<u>(1,401,754)</u>	<u>(1,613,453)</u>	<u>211,699</u>

ACAA BUDGET PERFORMANCE

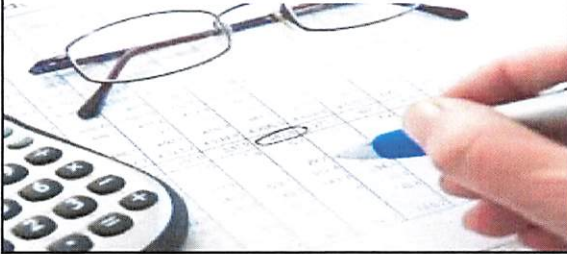
TOTAL OPERATING AND NONOPERATING NET RESULTS (3 Months Ended March 2019)

	March-19	Budget March-19	VARIANCE
OPERATING INCOME	\$ 12,564,431	\$ 11,919,928	\$ 644,503
OPERATING EXPENSES	(8,700,898)	(9,029,780)	328,882
OPERATING RESULTS	3,863,533	2,890,148	973,385
NONOPERATING, net	(1,401,754)	(1,613,453)	211,699
TOTAL	\$ 2,461,779	\$ 1,276,695	\$ 1,185,084

Net operating results are \$1.2 million more favorable than budgeted



Finance Report



ALBANY COUNTY AIRPORT AUTHORITY

FINANCIAL & STATISTICAL RESULTS FOR
March 2019

ACAA STATISTICAL PERFORMANCE

The Month of March 2019

	Actual	Budget	Variance
Enplanements	131,398	128,913	1.9%
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COMPARISON OF ENPLANEMENTS

	EPAX		TWELVE MONTHS ENDED		CHANGE FROM	
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ACAA BUDGET PERFORMANCE

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ACAA BUDGET PERFORMANCE

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DEBT SERVICE	(2,980,104)	(2,980,104)	-
LOC INTEREST	(2,187)	-	(2,187)
GRANT INCOME	34,200	34,675	(475)
ALL OTHER	45,403	(15,923)	61,326
TOTAL	(1,401,754)	(1,613,453)	211,699

AGENDA ITEM NO. 5.1

FINANCIAL PERFORMANCE



**FINANCIAL
REPORT
(unaudited)**

For the Quarter Ended

March 31, 2019

***** UNAUDITED - FOR INTERNAL REVIEW*****



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Statements of Revenues, Expenses and Changes in Net Position	
Statements of Cash Flows	
Statements of Fiduciary Fund Net Assets	
Statements of Changes in Fiduciary Fund Net Assets	
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MANAGEMENT'S DISCUSSION AND ANALYSIS

This Management's Discussion and Analysis (MD&A) of the Albany County Airport Authority (the Authority) provides an introduction of the basic financial statements for the quarter ended March 31, 2019 with selected comparative information for the quarter ended March 31, 2018 and March 31, 2017. Management prepared this unaudited MD&A, which should be read in conjunction with the financial statements, and the notes thereto, which follow in this section.

BASIC FINANCIAL STATEMENTS

The Authority's basic financial statements include three financial statements: the *Statements of Net Position*, the *Statements of Revenues, Expenses and Changes in Net Position* and the *Statements of Cash Flows*. The financial statements are prepared in accordance with accounting principles generally accepted in the United States of America as promulgated by the Governmental Accounting Standards Board (GASB). Certain information and footnote disclosures normally included in financial statements prepared in accordance with accounting principles generally accepted in the United States of America have been condensed or omitted. However, we believe that all disclosures are adequate to make the information presented not misleading. The December 31, 2018 Statements of Net Position and other prior year condensed financial information was derived from the Authority's audited 2018 basic financial statements, as restated to implement recently issued accounting standards, and other unaudited sections of the Authority's 2018 Comprehensive Annual Financial Report, but is not presented with all disclosures required by accounting principles generally accepted in the United States of America. The accompanying unaudited financial statements should be read in conjunction with the audited basic financial statements and the notes thereto, included in our Comprehensive Annual Financial Report for the year ended December 31, 2018 and the notes attached to these statements. In the opinion of our management, adjustments necessary to fairly present our financial position, report total operating revenues, operating expenses, non-operating income and expenses, capital contributions and the changes in net position during the three months ended March 31, 2019 and 2018 and cash flows for the interim periods presented have been included. The results of operations for the three months ended March 31, 2019 are not necessarily indicative of the results to be expected for the full year or for any future periods. Also included are the *Statements of Fiduciary Fund Net Position* and the *Statements of Changes in Fiduciary Fund Net Position*.

The *Statements of Net Position* depict the Authority's financial position at March 31, 2019 and December 31, 2018, the end of the Authority's previous fiscal year. The Statements report all assets, deferred outflows of resources, liabilities, deferred inflows of resources and net position. Net position is displayed in three components: net investment in capital assets, restricted (distinguished between major categories of restrictions) and unrestricted.

The *Statements of Revenues, Expenses and Changes in Net Position* report total operating revenues, operating expenses, non-operating income and expenses, capital contributions and the changes in net position during the three months ended March 31, 2019 and 2018. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of the cash flows.

The *Statements of Cash Flows* present information showing how the Authority's cash and cash equivalents position changed during the three months ended March 31, 2019 and 2018. The Statements classify cash receipts and cash payments by Operating Activities, Noncapital Financing Activities, Investing Activities, and Capital and Related Financing Activities.

The *Statements of Fiduciary Fund Net Position* is a snapshot of account balances of the Authority's fiduciary fund at March 31, 2019 and December 31, 2018. It indicates the assets available for future payments for retiree benefits and any current liabilities that are owed at this time.

The *Statements of Changes in Fiduciary Fund Net Position*, on the other hand, provides a view of current period additions to and deductions from the net position held in the Trust during the three months ended March 31, 2019 and 2018.

AIRPORT ACTIVITIES HIGHLIGHTS

The County of Albany owns the Albany International Airport (the Airport) and entered into an Airport Lease Management Agreement, pursuant to which the County leased the Airport to the Authority for a 40 year term commencing May 16, 1996. On November 5, 2018 the term of the Lease was extended through December 31, 2049. The Authority employs two firms to manage the daily operations of the Airport:

→ AFCO AvPorts Management LLC, (d/b/a Avports) manages the daily operations of the airport including airfield, terminal, security, ARFF, landside, building and vehicle maintenance and public parking pursuant to a management services agreement.

→ REW Investments, Inc., (d/b/a Million Air) manages the daily operations of the Fixed Based Operations (FBO) of the airport including fuel farm management, commercial aviation into-plane fueling, and ground handling, fueling and hangaring of general aviation aircraft pursuant to a management services agreement.

The Authority's revenues are derived primarily from: Airline rates and charges for the use of the Airport's facilities in the form of landing fees, terminal rentals, apron fees and loading bridge charges received from airlines using the Airport; concession fees from vendors serving the passengers including food and beverage, retail and rental cars; public parking fees including surface and garage parking; and FBO activities from general aviation activities.

AIRPORT REVENUES

Five major factors impact airport revenues: commercial operations, enplanements, FBO operations, concessions and parking:

COMMERCIAL OPERATIONS

The following shows the major indicators of the total commercial airline activities during the first three months of 2019, 2018 and 2017:

	2019	2018	2017
Enplanements	344,780	332,915	328,100
<i>% increase/(decrease)</i>	3.6%	1.5%	1.0%
Aircraft Landed Weight	386,937,840	369,475,723	378,518,450
<i>% increase/(decrease)</i>	4.7%	-2.4%	0.8%
Operations (take-offs and landings)			
Commercial	10,980	11,537	11,023
General Aviation	2,378	2,482	2,736
Military	691	779	682
Total	14,049	14,798	14,441
<i>% increase/(decrease)</i>	-5.1%	2.5%	-2.5%

Regular scheduled daily passenger flights departing from Albany decreased to 58 in March 2019 from 63 in March 2018 and 59 in March 2017. The number of flights for 2019 does not include the 5 flights a week for Frontier Airlines and the 8 flights a week for Allegiant Air which began in the late 3rd and 4th quarter of 2018.

	2019		2018		2017	
	Carriers	Flights	Carriers	Flights	Carriers	Flights
Jet Service						
Major Carriers	6	25	4	23	5	27
Regional Carriers	9	27	11	32	9	17
Commuter Service						
Regional Carriers	1	6	2	8	3	15
Total	16	58	17	63	17	59

Published available seats for the three months ended March 31, 2019 increased by 23,530 or 5.7% from the same period in the prior year while the passenger load factor decreased to 79%, resulting in an increase in enplanements for 2019. The published available seats and the yearly load factors for the first three months of 2019, 2018 and 2017 are below:

	2019	2018	2017
Total Available Seats	434,748	411,218	418,097
Passenger Load Factor	79%	81%	78%

Landing fee revenues are not sensitive to the number of operations or landed weight because the agreements with the airlines and cargo carriers provide for the Signatory Passenger and Cargo Airlines to fund the operating costs of the Airfield after receiving credit for all airfield revenue. Accordingly, landing fee revenue is sensitive to changes in the annual cost of operating the airfield that fluctuate with the weather and maintenance needs and costs of staffing. The change in airline operations and gross landed weight by airline for the first three months of 2019 compared to 2018 and 2018 compared to 2017 is as follows:

	2019 vs. 2018		2018 vs. 2017	
	Change in Operations	Change in Landed Weight	Change in Operations	Change in Landed Weight
Allegiant	358	24,859,218	-	-
American	122	(7,428,088)	(96)	757,978
Boutique Air	(270)	(1,339,202)	270	1,339,202
Cape Air	(8)	(27,400)	(470)	(1,609,751)
Delta	72	7,497,706	(46)	1,252,728
Frontier	136	10,431,780	-	-
Jet Blue	8	882,489	(6)	(381,396)
One Jet	(252)	(3,107,017)	252	3,107,017
Southwest	(298)	(20,278,800)	(102)	(3,654,000)
United	(124)	4,697,430	168	(9,606,505)
Other	20	1,274,000	(4)	(248,000)
Total	(236)	17,462,116	(34)	(9,042,727)

As of March 31, 2019, two regularly scheduled express mail and various special cargo carriers serve this Airport.

	2019	2018	2017
Mail and Express Cargo Tons	4,045	4,371	4,329
% increase/(decrease)	-7.5%	1.0%	-6.3%

ENPLANEMENTS

Enplanements for the first three months of 2019 compared to the first three months of 2018 increased by 11,865 passengers, compared to an increase of 4,815 for 2018 vs. 2017. The growth is attributed to new service from Allegiant and Frontier. The changes in enplanements by airline, including their express carriers for the first three months is as follows:

	2019 Market Share	Total 2019 Enplanements	2019 vs. 2018	Total 2018 Enplanements	2018 vs. 2017
Allegiant	6.4%	22,105	22,105	-	-
American	20.2%	69,588	(4,759)	74,347	3,333
Boutique Air	0.0%	-	(493)	493	493
Cape Air	0.7%	2,282	(277)	2,559	(1,052)
Delta	14.5%	50,105	5,798	44,307	888
Frontier	3.4%	11,793	11,793	-	-
Jet Blue	6.5%	22,555	(632)	23,187	(64)
One Jet	0.0%	-	(978)	978	978
Southwest	36.0%	124,039	(22,871)	146,910	3,106
United	12.1%	41,675	1,793	39,882	(2,825)
Other	0.2%	638	386	252	(42)
Total	100.0%	344,780	11,865	332,915	4,815

FBO OPERATIONS

REW Investments, Inc. (d/b/a Million Air) manages the daily operations of the FBO. A summary of the operating revenues and expenses, the gallons of Jet A and Aviation Gasoline sold, gallons of glycol sold and sprayed and the Jet A transferred to the commercial and cargo airlines is as follows for the first three months of 2019, 2018 and 2017:

	2019	2019 vs. 2018	2018	2018 vs. 2017	2017
Revenues	\$ 2,991,367	3.8%	\$ 2,881,569	23.5%	\$ 2,333,367
Expenses (inc. cost of sales)	\$ 2,452,789	0.6%	\$ 2,437,798	20.5%	\$ 2,022,788
Retail Gallons Sold					
Jet A	269,743	19.5%	225,816	10.7%	204,019
AvGas	10,607	17.5%	9,026	-12.5%	10,320
Commercial AvGas	23,054	4.2%	22,127	-41.4%	37,779
Glycol Gallons - Consortium	45,130	-34.1%	68,503	8.5%	63,113
Glycol Gallons - Sprayed	57,784	-6.0%	61,444	80.8%	33,986
Jet A Fuel Into-Plane Gallons	5,048,854	5.8%	4,771,499	3.6%	4,605,875

CONCESSIONS

Concession revenues for the first three months of 2019 were \$1,531,788, a 10.9% increase from the first three months of 2018. Concession revenues for the first three months of 2018 were 3.9% lower than the first three months of 2017.

Concession revenue highlights for the first three months of 2019 compared to 2018 and 2017 are as follows:

	2019	2019 vs. 2018	2018	2018 vs. 2017	2017
Rental Car Revenues					
Sales	\$ 8,098,209	-0.7%	\$ 8,152,478	-4.1%	\$ 8,504,840
Authority Revenues	\$ 809,821	4.3%	\$ 776,414	-8.7%	\$ 850,482
Food & Beverage					
Sales	\$ 2,261,483	14.8%	\$ 1,969,513	3.5%	\$ 1,903,140
Authority Revenues	\$ 284,902	28.3%	\$ 221,978	21.3%	\$ 183,065
Retail					
Sales	\$ 975,431	12.4%	\$ 867,887	1.4%	\$ 856,152
Authority Revenues	\$ 205,514	11.7%	\$ 184,005	-0.5%	\$ 184,983
Total Authority Concession Revenues	\$ 1,531,788	10.9%	\$ 1,380,767	-3.9%	\$ 1,437,101
Concession Revenue per Enplanement	\$ 4.44	7.1%	\$ 4.15	-5.3%	\$ 4.38

PARKING

The Airport directly manages all on-airport parking operations which at March 31, 2019 consisted of 181 short-term garage/surface, 1,912 long-term garage, 1,880 long-term surface, and 2,763 remote shuttle served parking spaces plus an onsite valet that parks and manages between 150 to 300 cars on other airport land. Revenue for the first three months of 2019 compared to the first three months of 2018 and 2017 are as follows:

	2019	2019 vs. 2018	2018	2018 vs. 2017	2017
Public Parking					
Revenues	\$ 4,227,598	5.5%	\$ 4,007,759	-1.6%	\$ 4,071,370
# of Vehicles Parked	151,454	2.0%	148,469	-2.4%	152,177
Parking Revenue per Enplanement	\$ 12.26	1.8%	\$ 12.04	-3.0%	\$ 12.41

SUMMARY OF REVENUES, EXPENSES AND CHANGES IN NET POSITION

The changes in net position over time may serve as a useful indicator of changes in the Authority's financial position. A summary of the Authority's change in net position for the three months ended March 31 is below:

	2019	2018	2017
Operating Revenues	\$ 14,102,655	\$ 13,320,978	\$ 12,589,249
Operating Expenses	(10,579,242)	(9,969,981)	(9,212,384)
Revenues in excess of expenses			
before depreciation	3,523,413	3,350,997	3,376,865
Depreciation	(3,725,000)	(3,526,875)	(3,526,875)
Income before non-operating income			
and expenses	(201,587)	(175,878)	(150,010)
Non-Operating income and (expenses), net	(108,896)	527,389	339,648
Income before capital contributions	(310,483)	351,511	189,638
Capital Contributions	1,171,245	-	-
Net Position			
Increase in Net Position	860,762	351,511	189,638
Net position, beginning of year	214,569,660	211,113,544	210,454,518
Net position, end of quarter	\$ 215,430,422	\$ 211,465,055	\$ 210,644,156

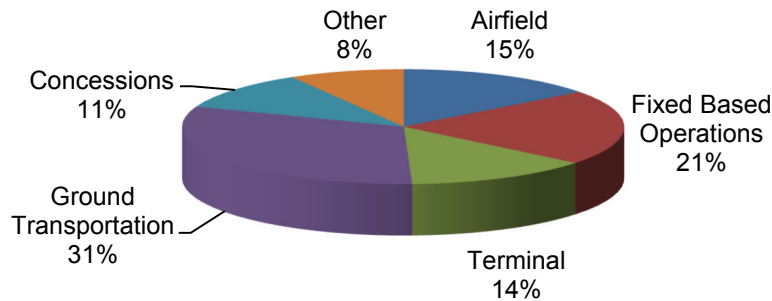
The Authority's operating revenues and expenses include the sales and cost of sales of fuel purchased and sold to general aviation customers through the FBO and also revenues for deicing activities. Gallons of jet fuel sold were 204,019, 225,816, and 269,743 for the first three months of 2017 to 2019, respectively. The FBO provides fueling services for all commercial airlines at the Airport. Some of the airlines provide their own aircraft deicing services. Accordingly, commercial aircraft deicing service revenue is sensitive to both demand for services and need for services based upon weather conditions. The total gallons of sprayed deicing services delivered in the first three months of 2017 through 2019 were 33,986, 61,444 and 57,784 gallons, respectively. The table below summarizes FBO revenues, expenses and net revenues for the first three months of 2019, 2018 and 2017:

	2019	2018	2017
FBO revenues	\$ 2,991,367	\$ 2,881,569	\$ 2,333,367
FBO expenses	2,452,789	2,437,798	2,022,788
FBO net revenues	\$ 538,578	\$ 443,771	\$ 310,579

OPERATING REVENUES AND NON-OPERATING INCOME HIGHLIGHTS

Total revenues for the first three months of 2019 were \$0.6 million or 3.8% greater than the first three months of 2018.

Allocation of 2019 Operating Revenues by Category



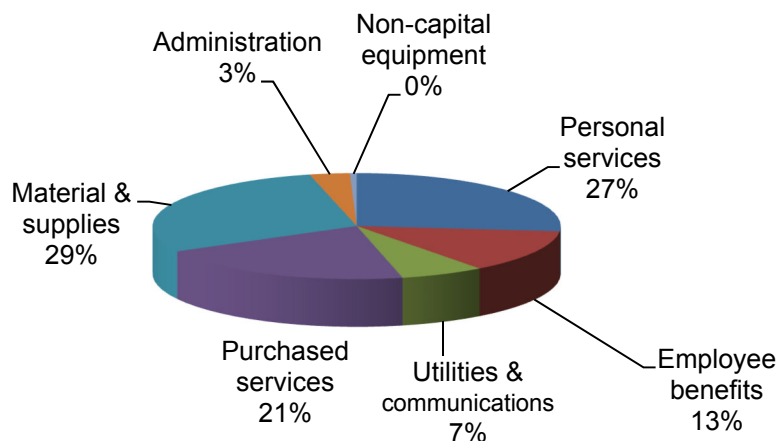
Operating			
Airfield	\$ 2,067,023	\$ 2,036,257	\$ 1,877,678
Fixed Based Operations	2,991,369	2,881,569	2,333,367
Terminal	1,907,810	1,809,091	1,679,160
Ground Transportation	4,412,981	4,138,229	4,177,263
Concessions	1,531,788	1,380,767	1,437,101
Other	1,191,684	1,075,065	1,084,680
Non-Operating Income			
Passenger Facility Charges	751,394	1,252,052	1,233,934
Customer Facility Charges	54,682	-	-
Grant Income	34,200	183,409	31,840
Improvement Charges	92,100	92,100	92,100
Insurance Recoveries	8,704	-	-
Interest Income	371,899	-	1,766
Total	\$ 15,415,634	\$ 14,848,539	\$ 13,948,889
<i>Percentage of Increase</i>	<i>3.8%</i>	<i>6.4%</i>	<i>4.1%</i>

Effective March 1, 2019 the Authority authorized the temporary collection of a Customer Facility Charge (CFC) on car rentals in the amount of \$2 per day for up to 5 rental days per transaction. The fee is designated to cover the cost of improvements and expansion of the rental car facilities and spaces at the Airport. The project is occurring in two phases, the first of which includes relocation and rebranding by April 1, 2019 and the second results in expansion of existing garage spaces to begin April 1, 2020. The Rental Car Companies collect the CFCs and provide the initial funding of the project costs which are to be reimbursed from the CFC funds remitted to the Authority.

OPERATING EXPENSES AND NON-OPERATING EXPENSES HIGHLIGHTS

Total expenses for the first three months of 2019 increased \$1.2 million or 8.5% as compared to the first three months of 2018.

Allocation of 2019 Operating Expenses by Category



	2019	2018	2017
Operating Expenses			
Personal services	\$ 2,737,796	\$ 2,588,479	\$ 2,614,482
Employee benefits	1,354,272	1,342,878	1,252,278
Utilities & communications	683,972	891,988	767,709
Purchased services	2,128,706	1,902,122	1,841,833
Material & supplies	3,005,777	2,997,751	2,349,971
Administration	328,602	214,413	332,859
Non-capital equipment	55,401	11,036	29,572
Depreciation	3,725,000	3,526,875	3,526,875
Non-Operating Expenses			
Interest Expense	1,097,413	983,095	1,152,595
Customer Facility Charges	309,457	-	-
Amortization of Bond Insurance Premiums	15,005	17,077	22,817
Air Service Incentive Program	284,716	21,314	23,680
Total	\$ 15,726,117	\$ 14,497,028	\$ 13,914,671
<i>Percentage of Increase</i>	<i>8.5%</i>	<i>4.2%</i>	<i>8.8%</i>

The Customer Facility Charges (CFC's) represent non-capital project costs incurred by Rental Car Companies for their rental facilities at this Airport that are reimbursable by the Airport from CFC funds collected under the Rental Car concession agreements.

SPECIAL ITEMS

During 2018, the Authority received \$1.5 million from its inclusion in a multi-state action led by 45-State Attorney Generals against a former derivative instrument counter-party related to manipulation of the former London Interbank Offered Rate index. During 2018, the Authority began a capital project that resulted in the early retirement of \$474.7 thousand in assets determined to be permanently impaired.

EXTRAORDINARY ITEM

During 2018, the Authority was required to convey twelve acres of land for a state highway project. The Authority recognized a gain of \$148.6 thousand on the disposition of the land.

FINANCIAL POSITION SUMMARY

The Statements of Net Position depict the Authority's financial position as of one point in time – December 31 – and reflects the residual difference between all assets, deferred outflows of resources, liabilities and deferred inflows of resources of the Authority. Net position represents the residual interest in the Authority's assets after deducting liabilities. The Authority's net position was \$215.4 million at March 31, 2019, a \$0.9M increase December 31, 2018.

A condensed summary of the Authority's total net position at March 31, 2019 and December 31, 2018 and 2017 is set forth below:

	March 31, 2019	December 31, 2018	December 31, 2017
ASSETS			
Capital assets	\$ 235,406,076	\$ 237,254,042	\$ 245,397,366
Other assets	87,014,451	84,771,609	55,013,670
Total Assets	<u>322,420,527</u>	<u>322,025,651</u>	<u>300,411,036</u>
DEFERRED OUTFLOWS OF RESOURCES	<u>3,627,845</u>	<u>3,849,411</u>	<u>4,722,111</u>
LIABILITIES			
Current (payable from unrestricted assets)	5,491,889	7,117,841	6,017,006
Current (payable from restricted assets)	10,440,845	9,320,889	11,366,663
Noncurrent liabilities	<u>93,247,834</u>	<u>93,450,771</u>	<u>70,583,675</u>
Total Liabilities	<u>109,180,568</u>	<u>109,889,501</u>	<u>87,967,344</u>
DEFERRED INFLOWS OF RESOURCES	<u>1,437,382</u>	<u>1,415,901</u>	<u>865,063</u>
NET POSITION			
Net investment in capital assets	168,405,255	169,856,832	172,661,198
Restricted	28,776,377	27,511,531	22,238,003
Unrestricted	<u>18,248,790</u>	<u>17,201,297</u>	<u>21,401,539</u>
Net Position	<u>\$ 215,430,422</u>	<u>\$ 214,569,660</u>	<u>\$ 216,300,740</u>

Net position is comprised of three components as follows:

Investment in capital assets (e.g., land, buildings, improvements, and equipment), less the related indebtedness outstanding used to acquire those capital assets, represents the largest portion of the Authority's

net position (78.1% at March 31, 2019). The Authority uses these capital assets to provide services to the airlines, passengers and to service providers and users located at the Airport; consequently, these assets are not available for future spending. Although the Authority's net investment in capital assets is net of related debt, the resources required to repay this debt annually are paid from operations, since it is unlikely that the capital assets will be liquidated to pay liabilities.

Restricted net position (13.4% at March 31, 2019), principally representing bond reserves and PFC funds, are restricted as to use pursuant to bond resolutions and Federal regulations. The restricted component of net position consists of restricted assets reduced by liabilities and deferred inflows of resources related to those assets.

Unrestricted net position totaling \$18.2 million (8.5% at March 31, 2019) are available to meet any of the Authority's ongoing obligations. The unrestricted component of net position is the net amount of the assets, deferred outflows of resources, liabilities and deferred inflows of resources that are not included in the determination of net investment in capital assets or the restricted component of net position.

AIRLINE SIGNATORY RATES AND CHARGES

The Authority and airlines entered into a Use and Lease Agreement ("Agreement") effective January 1, 2016 for five years, with an option for a five-year renewal, which establishes how the airlines that signed the Agreement will be assessed annual rates and charges for their use of the Airport. In the Agreement, signatory airlines have the option to designate some or all of their affiliate carriers as signatory airlines. This entitles the affiliates to signatory rates and charges for use of the Airport. As of March 31, 2019 signatories in the Agreement include seven commercial, nineteen affiliate carriers and two cargo airlines.

The Agreement with the signatory airlines is based on a hybrid rates and charges methodology. A residual cost methodology is used for the airfield and a commercial rental rate methodology for the terminal. The apron charge is based on a 10% allocation of total airfield costs and loading bridge rental rates is based on total actual operating costs for all the loading bridges. The resulting funds remaining each year are split fifty/fifty between the Authority and the signatory airlines. Each year the Authority prepares and issues an actual airline rates and charges analysis report in accordance with the Agreement and financial statements prepared in accordance with GAAP as audited by independent public accountants as of December 31. The Authority has the ability under the Agreement to adjust airline rates and charges at any time throughout the year to ensure adherence to all financial covenants in its bond resolutions. The Authority can impose a "Capital Charge Coverage" equal to 25% of its required debt service and also apply the Airline Share of Revenue sharing to meet debt service coverage if needed. Capital Charge Coverage provides for revenues less expenses, to be not less than one-hundred twenty-five percent (125%) of annual debt service. If needed to meet debt service coverage, the Airline Revenue Sharing is first suspended. The Authority may also impose "Extraordinary Coverage Protection", if necessary to meet the covenant debt service coverage ratio. The final rates and charges, after all year-end settlement adjustments and the revenue sharing allocations in accordance with the definitions and formulas contained in the Agreement with the signatory airlines are as follows:

	Budget 2019	Actual 2018	Actual 2017
Landing Fees (per 1,000 lbs. MGLW)	\$ 3.35	\$ 2.92	\$ 3.12
Terminal Rental Rate (per square foot)	\$ 83.59	\$ 86.48	\$ 79.86
Apron Fees (per square foot)	\$ 1.48	\$ 1.31	\$ 1.33
Loading Bridge (annual rate)	\$ 43,232	\$ 51,611	\$ 47,237
Airline Airport Cost per Enplanement	\$ 6.52	\$ 6.57	\$ 6.57
Revenue Sharing Credit	\$ 3,048,490	\$ 2,587,646	\$ 2,439,847

The Authority has from time to time adopted Air Service Development Incentive programs which can provide qualifying airlines with credits that maybe used to offset Airport rates in charges after the qualification period ends. In 2018 and 2017 the Authority provided air service development incentive credits to Airlines totaling \$244,691 and \$67,041 respectively. Incentive credits for the first three months of 2019 totaled \$284,716. The incentive credits are reported as an expense in the financial statements in the year earned and are funded from the Authority's portion of Revenue Sharing under the Agreement.

CASH MANAGEMENT POLICIES AND CASH FLOW ACTIVITIES

All cash receipts are initially deposited daily into collateralized or insured bank accounts. After initial deposit of receipts, all funds are transferred to various segregated bank accounts comprising the various funds defined in the Authority's Master Bond Resolution. The Authority's temporarily idle cash is maintained in collateralized or insured bank accounts consistent with the Authority's liquidity, available short-term investment opportunities, and desired level of risk. The Authority maintains some debt service reserves in United States Treasury obligations. All deposits and investments are in compliance with the laws of the State and the Cash Management and Investment Policy adopted by the Authority.

Cash equivalents represent cash-on-hand, bank deposits and liquid investments with a maturity of three months or less. The following shows a summary of the major sources and uses of cash and cash equivalents for the first three months of 2019, 2018 and 2017:

	2019	2018	2017
Cash flows from:			
Operating Activities	\$ 3,931,584	\$ 3,220,832	\$ 3,153,153
Non Capital Financing Activities	34,200	183,409	31,840
Investing Activities	367,358	4,286	6,052
Capital and related financing activities	(332,005)	792,595	282,200
Net increases in cash and cash equivalents	4,001,137	4,201,122	3,473,245
Cash and Cash Equivalents:			
Beginning of period	66,275,365	47,905,608	48,024,342
End of period	\$ 70,276,502	\$ 52,106,730	\$ 51,497,587

The Authority's available cash and cash equivalents increased during the first three months of 2019 by \$4,001,137. Cash and cash equivalents as of March 31, 2019, 2018 and 2017 are composed of:

	2019	2018	2017
Funds available for unrestricted operations	\$ 27,960,305	\$ 23,632,031	\$ 22,378,140
Restricted for:			
Capital Projects	23,990,854	2,703,019	4,437,491
PFCs available for debt service payments	13,180,964	10,608,619	8,843,214
Revenue bond reserves	3,198,664	14,142,307	14,938,330
Other restrictions	1,945,715	1,020,754	900,412
Total	\$ 70,276,502	\$ 52,106,730	\$ 51,497,587

CAPITAL ACTIVITIES

The enabling legislation creating the Authority set forth that every five years the Authority must submit to the County legislature a capital plan for approval for the subsequent five year period. The plan for 2015 – 2019 was approved by the County on December 1, 2014. The original plan provided for total spending of up to \$120.5 million over five years of which \$61 million is eligible for 95% grant funding. On May 8, 2017, the County of Albany approved an amendment to the capital plan to reallocate certain projects and increase the total authorized by \$22 million to a new total of \$142.5 million. The plan does not represent a firm commitment of the Authority. The Authority has included every known possible project that could conceivably occur during the five-year period for disclosure purposes. During 2018 the Authority was awarded a \$22.1 million Upstate Airport Development and Revitalization Project grant from the State of New York (the project). The grant requires the Authority to provide additional funding to complete a modernization project. The project's estimated total cost is \$53.3 million, which the Authority intends to fund with \$22.2 million in State grants, \$2.6 million in federal funds, \$7.1 million in Passenger Facility Charge Funds and \$21.4 million in bond proceeds. The Authority obtained \$16.8 million in project proceeds from a portion of the \$22.6 million Series 2018 bond issued on November 29, 2018 for new projects. The Authority intends to obtain the final project funds needed, currently estimated at \$4.6 million, from an additional bond issuance that would likely be combined with a refunding issue of the Series 2010 bonds in early 2020 and would be reflected in the Authority's next five-year capital plan for 2020-2024. There is no assurance that future additional Federal or State grant funds will be awarded to the Authority as anticipated in the plan. At March 31, 2019, the Authority had \$31.9 million outstanding capital commitments.

The following is a summary of the approved 2015 – 2019 capital plan including the activity through March 31, 2019:

	Total 2015- 2019 Plan	Total Plan Through 3-31-19
Approved Projects		
Airfield	\$ 34,520,000	\$ 9,995,732
Terminal	14,000,000	11,029,971
Landside	60,000,000	18,733,581
Major Equipment	12,000,000	4,485,926
Total	<u>\$120,520,000</u>	<u>\$ 44,245,210</u>
Projected Funding Sources		
Federal Funds	\$ 61,020,000	\$ 20,626,393
State Funds	6,250,000	6,534,330
Debt Issuances	34,500,000	-
Authority Funds	18,750,000	17,084,487
Total	<u>\$120,520,000</u>	<u>\$ 44,245,210</u>

DEBT ADMINISTRATION

The Authority's obligation for debts that are fixed and settled in cash include General Airport Revenue bonds and a revolving bank line of credit. The Authority issues Airport Revenue Bonds to provide funds for the acquisition and construction of major capital facilities. Airport Revenue Bonds are direct obligations and are pledged by the full faith and credit of the Authority. Certain outstanding bonds may be redeemed prior to their normal maturity dates in accordance with the terms of the related bond indentures. The Authority has never defaulted on any principal or interest payments.

The Authority has also obtained a \$10,000,000 revolving bank line of credit. Repayment of principal under the bank line of credit is secured by a pledge and assignment of certain grant payments receivable. Grant payments are not included in revenue as defined under the Master Bond Resolution and are not pledged to bondholders. Interest due on the line of credit is payable from the net revenues of the Authority not needed to pay bondholders. The Tax Exempt interest rate under the Loan Agreement is a rate per year equal to the sum of LIBOR One-Month Floating Rate and 1.75 percentage points, multiplied by 0.76. Should for any reason it be determined interest paid under the Loan Agreement is subject to Income Tax, the rate reverts to the LIBOR I-Month Floating Rate and 1.75 percentage points effective as of the date on which the interest payable has been determined to be taxable. The rate in effect at March 31, 2019 was 3.2249%

In accordance with Section 2785 of the New York Public Authorities Law, the Authority may issue Bonds, Notes and Other Obligations up to \$285 million outstanding at any time plus certain amounts issued for refunding purposes. The total Authority principal debt outstanding at March 31, 2018 for General Airport Revenue Bonds (GARB) was \$91,093,280 as compared to \$90,489,000 as of December 31, 2018. The aggregate par amount of bonds and bank loans outstanding that was issued by the Authority as of March 31, 2019 and December 31, 2018 is summarized in the following table:

	Issued	Outstanding at 12-31-18	Outstanding at 03-31-19
Authority Revenue Bonds and Other Debt			
1999 NYS EFC	\$ 7,895,303	\$ 699,000	\$ 699,000
2010 Refunding Series A & B	109,855,000	55,220,000	55,220,000
2017 Refunding Series A & B	14,395,000	11,980,000	11,980,000
2018 GARB Series A & B	22,590,000	22,590,000	22,590,000
Bank Line of Credit - 2018	10,000,000	-	604,280
Total Authority Debt Obligations	<u>\$ 164,735,303</u>	<u>\$ 90,489,000</u>	<u>\$ 91,093,280</u>

In the table above, the bonds and debt obligation are presented on a stated par-amount basis. Under generally accepted accounting principles certain items associated with the debts above are deferred and amortized into future periods by subtracting or adding the deferred items to the stated par amounts outstanding and expensing those deferred items in future periods as the debt matures using a systematic and rational method that conforms with generally accepted accounting described in Note 2 to the Financial Statements. The reported amount of bonds issued by the Authority that was outstanding as of December 31, 2018, additions and/or deletions during the first three months of 2019, and the balances reported at March 31, 2019 with adjustments to the reported value required by generally accepted accounting principles is summarized in the following table:

	Outstanding at 12-31-18	Additions	Deletions	Outstanding at 03-31-19
Authority Revenue Bonds/Debt Obligations				
Bonds Payable				
Series 1999 NYS EFC	\$ 699,000	\$ -	\$ -	\$ 699,000
Series 2010A Refunding	55,220,000	-	-	55,220,000
Series 2017A & B Refunding	11,980,000	-	-	11,980,000
Series 2018A & B GARB	22,590,000	-	-	22,590,000
Total Bonds Payable	90,489,000	-	-	90,489,000
Deferred Loss on Refunding	(3,031,916)	-	221,566	(2,810,350)
Unamortized Premiums/Discounts (net)	3,741,495	-	(202,937)	3,538,558
Net Bonds Payable	<u>\$ 91,198,579</u>	<u>\$ -</u>	<u>\$ 18,629</u>	<u>\$ 91,217,208</u>
Bank Line of Credit - 2018	-	604,280	-	604,280
Total Debt	<u>\$ 91,198,579</u>	<u>\$ 604,280</u>	<u>\$ 18,629</u>	<u>\$ 91,821,488</u>

BONDS ISSUED IN 2018

On November 29, 2018 the Authority completed the marketing and pricing for the sale of its Series 2018 Bonds in the total par amount of \$22,590,000 of which \$14,770,000 were sold as Series 2018A Non-AMT (not subject to any Federal Tax) and \$7,820,000 were sold as Series 2018B AMT (subject to the Federal Alternative Minimum Tax). The Series 2018 Bonds were issued to provide a portion of the funds required for the Upstate Airport Development & Revitalization Project and other projects.

BANK LINE OF CREDIT

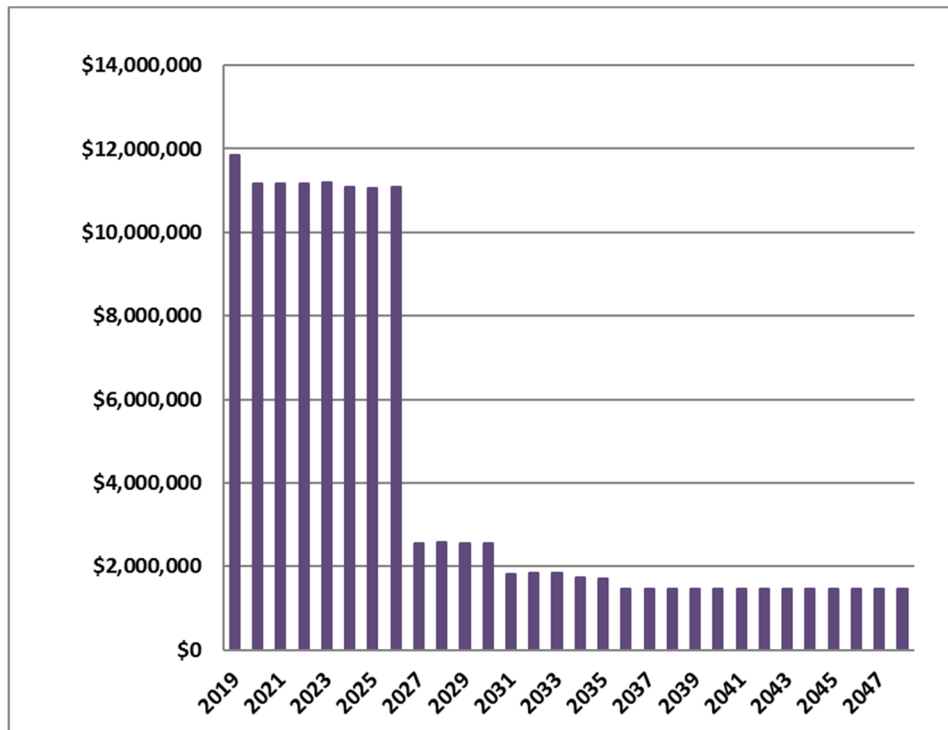
On December 31, 2018 the Authority obtained a \$10 million Bank Line of Credit (LOC) to provide contingent and temporary financing of grants receivable from the State under the \$22,131,900 Upstate Airport Development & Revitalization Project funding agreement with the State. The State grant funds are paid on a reimbursement basis. At March 31, 2019 the balance of the line of credit was \$604,280 which included \$50,000 of funds drawn and on deposit at the line of credit bank, and \$554,280.15 of funds equal to the amount of grant claim payments submitted for reimbursement to the State of New York.

REFUNDING BONDS ISSUED IN 2017

On April 13, 2017 the Authority completed the marketing and pricing for the sale of its Series 2017 Bonds in the total par amount of \$14,395,000 of which \$7,795,000 were sold as Series 2017A Non-AMT (not subject to any Federal Tax) and \$6,600,000 were sold as Series 2017B AMT (subject to the Federal Alternative Minimum Tax). The Series 2017 Bonds were used, along with other funds of the Authority, to fully refund the Authority's Series 2003A, Series 2006A, Series 2006B, and Series 2006C Bonds in the aggregate amount of \$16,490,000 (the Refunded Bonds).

At March 31, 2019 the Authority maintained debt service reserve funds in the amount of \$12.5 million and Passenger Facility Charge Funds in the amount of \$13.5 million, both of which are restricted to repayment of debt. Thus, the Authority's direct obligations outstanding, net of funds restricted for the repayment of debt, was \$64.4 million in aggregate par amount of bonds outstanding.

The graph and table on the following page presents combined annual debt service to maturity as of March 31, 2019:



2019	\$11,860,396	2029	\$ 2,557,175	2039	\$ 1,473,500
2020	11,161,131	2030	2,554,931	2040	1,473,250
2021	11,166,131	2031	1,829,363	2041	1,475,750
2022	11,172,881	2032	1,833,056	2042	1,470,750
2023	11,181,131	2033	1,834,450	2043	1,473,500
2024	11,073,381	2034	1,728,050	2044	1,473,500
2025	11,065,381	2035	1,718,150	2045	1,470,750
2026	11,081,463	2036	1,471,500	2046	1,470,250
2027	2,563,575	2037	1,472,500	2047	1,471,750
2028	2,570,700	2038	1,471,500	2048	1,470,000

OTHER LONG-TERM DEBT

Under generally accepted accounting principles, the term “debt” includes bonds, notes, loans, leases and other obligations including the net unfunded obligations for employee benefits. During 2018, the Authority adopted Governmental Accounting Standards Board Statement Number 75 - *Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions* (GASB 75). GASB 75 required the Authority to report its actuarially estimated net unfunded liability for retiree health insurance (OPEB) as a liability on the Statement of Net Position for 2018. The Authority restated its January 1, 2018 Net Position by decreasing it by \$6,781,739 and reported a net unfunded liability for OPEB of \$6,621,984 at December 31, 2018. The Authority also reported \$152,292 and \$436,071 at December 31, 2018 and 2017 respectively for its proportionate share of the unfunded liability for employee pensions.

PASSENGER FACILITY CHARGE (PFC)

The Authority initially received approval from the FAA to impose a PFC of \$3.00 per enplaned passenger beginning March 1, 1994, not to exceed \$40,726,364, principally to finance the Terminal Improvement Program. During 1996, the Authority requested and received approval to increase the amount of PFCs to \$116,888,308 to be collected through the year 2022. Effective September 1, 2009, the Authority implemented

an approved change in the PFC collection from \$3.00 per passenger to \$4.50 per passenger, with a current estimated collection period through 2020. Through March 31, 2019, the Authority has collected PFCs, including interest earnings thereon, totaling \$105,383,596, or 90.2% of the total authorized. Passengers pay PFCs on the first two and last two portions of any trip. No PFCs are collected from non-revenue passengers such as a passenger using a frequent flier award ticket. The Authority calculates that it is collecting PFCs on approximately 86.7% of its enplanements. Additional information about PFC activity can found under “Note 2 – Summary of Significant Accounting Policies” in the Notes to the Financial Statements.

CREDIT RATINGS AND BOND INSURANCE

The table below presents the enhanced and underlying ratings on each of the Authority’s outstanding bonds.

Series *	Bond Insurer	Moody's/Fitch/S&P/Kroll Enhanced Rating	Moody's/Fitch/S&P Underlying Rating
Series 2010A	AGMC	A2/NR/AA/AA+	A3/A-/A
2017A	uninsured	N/A	A3/NR/A
2017B	uninsured	N/A	A3/NR/A
2018A	uninsured	N/A	A3/NR/A
2018B	uninsured	N/A	A3/NR/A

* Not all maturities within a Series are insured.

NR = Not Rated

Fitch Ratings has withdrawn its insured rating of all bonds insured by AGMC effective February 25, 2010. Moody’s lowered their rating of AGMC from “A3” to “A2” on January 17, 2013. Standard and Poor’s upgraded their enhanced rating of AGMC from “AA-” to “AA” on March 18, 2014. On June 14, 2018, Standard and Poor’s raised the Authority’s underlying credit rating from “A-” to “A”. On January 23, 2018 AGMC received a rating of AA+ from Kroll Bond Rating Agency. The Authority’s underlying credit ratings are: Moody’s Investors Service “A3”, Fitch Ratings “A-” and Standard and Poor’s “A”.

RESERVES AND DEBT SERVICE COVERAGE

Under the Authority’s master bond resolution adopted in 1997, it is required to maintain an operating reserve equal to two months operating expenses. At March 31, 2019 the reserve requirement was \$6.3 million and for which the Authority had \$11.9 million on hand. The Authority also had \$15.4 million in its Airport Development Fund which can be used to restore a deficiency in any other fund and it had a repair and replacement reserve fund of \$500,000. Also provided for in the bond resolution for each bond issue, the Authority maintains debt service reserve funds. As of March 31, 2019 the debt service reserve funds totaled \$12.5 million.

FINANCIAL STATEMENTS

The Authority’s financial statements are prepared on an accrual basis of accounting in accordance with generally accepted accounting principles promulgated by the Governmental Accounting Standards Board (GASB). The Authority operates as a single enterprise fund with revenues recognized when earned, not when received. Expenses are recognized when incurred, not when they are paid. Capital assets are capitalized and (except land) are depreciated over their estimated useful lives. Certain funds are reported as restricted based upon constraints placed on their use by contributors, grantors and debt covenants. See the Notes to the Financial Statements for a summary of the Authority’s significant accounting policies.

REQUEST FOR INFORMATION

The Authority's basic financial statements are designed to provide detailed information on the Authority's operations and to the Authority's Board, management, investors, creditors, customers and all others with an interest in the Authority's financial affairs and to demonstrate the Authority's accountability for the assets it controls and the funds it receives and expends. Questions concerning any of the information provided in this report or any request for additional information should be addressed to the Chief Financial Officer by e-mail: boreilly@albanyairport.com or in writing to, Albany County Airport Authority, Administration Building, Suite 204, Albany, NY 12211-1057.

Respectfully submitted,



William J. O'Reilly, CPA
Chief Financial Officer

Albany County Airport Authority
 Statements of Net Position
 As of March 31, 2019 and December 31, 2018

	March 31, 2019	December 31, 2018
<u>ASSETS</u>		
CURRENT ASSETS		
Unrestricted Assets:		
Cash and cash equivalents	\$ 27,960,305	\$ 27,170,120
Accounts receivable - net	1,586,750	2,206,229
Due from County of Albany	9,779	248,724
Prepaid expenses	456,888	951,673
Total Unrestricted Assets	30,013,722	30,576,746
Restricted Assets:		
Capital Funds:		
Cash and cash equivalents	23,990,854	23,375,582
Grant funds receivable	1,209,636	1,660,986
Passenger Facility Charge Funds:		
Cash and cash equivalents	13,180,964	13,558,608
Passenger Facility Charges receivable	345,671	345,671
Revenue Bond Funds:		
Cash and cash equivalents	3,198,664	252,565
Investments	12,524,389	12,524,389
Accrued interest receivable	78,513	1,809
FAA Restricted Funds:		
Cash and cash equivalents	1,065,136	1,059,392
Concession Improvement Funds:		
Cash and cash equivalents	880,579	859,098
Total Restricted Assets	56,474,406	53,638,100
Total Current Assets	86,488,128	84,214,846
NON-CURRENT ASSETS		
Bond Insurance Premiums	285,785	300,790
Net Assets held in trust for OPEB	-	-
Prepaid expenses	240,538	255,973
Capital Assets:		
Land and easements	48,102,683	48,102,683
Buildings, improvements and equipment, net of depreciation	179,696,405	183,421,405
Construction in progress	7,606,988	5,729,954
Total Capital Assets	235,406,076	237,254,042
Total Non-Current Assets	235,932,399	237,810,805
Total Assets	322,420,527	322,025,651
<u>DEFERRED OUTFLOWS OF RESOURCES</u>		
Refunding	2,810,347	3,031,913
OPEB Expenses	34,725	34,725
Pension Expenses	782,773	782,773
Total Deferred Outflows of Resources	3,627,845	3,849,411

Albany County Airport Authority
 Statements of Net Position
 As of March 31, 2019 and December 31, 2018

	March 31, 2019	December 31, 2018
<u>LIABILITIES AND NET POSITION</u>		
CURRENT LIABILITIES		
Payable from Unrestricted Assets:		
Accounts payable	\$ 460,456	\$ 1,054,285
Accrued expenses	5,031,433	6,063,556
Total Payable from Unrestricted Assets	5,491,889	7,117,841
Payable from Restricted Assets:		
Construction contracts payable	330,000	1,303,881
Construction contract retainages	335,605	232,105
Bank line of credit payable	604,280	-
Customer facility charges payable	309,457	-
Accrued interest payable	1,307,503	230,903
Current maturities of long - term debt	7,554,000	7,554,000
Total Payable From Restricted Assets	10,440,845	9,320,889
Total Current Liabilities	15,932,734	16,438,730
NON-CURRENT LIABILITIES		
Bonds and other debt obligations	\$ 86,473,558	\$ 86,676,495
Net OPEB liability	6,621,984	6,621,984
Net pension liability - proportionate share	152,292	152,292
Total Non-Current Liabilities	93,247,834	93,450,771
Total Liabilities	109,180,568	109,889,501
<u>DEFERRED INFLOWS OF RESOURCES</u>		
Concession Improvement funds	880,579	859,098
OPEB expenses	64,289	64,289
Pension expenses	492,514	492,514
Total Deferred Inflows of Resources	1,437,382	1,415,901
<u>NET POSITION</u>		
Net investment in capital assets	168,405,255	169,856,832
Restricted:		
Bond reserve funds	14,494,063	12,547,860
Passenger facility charge funds	13,526,635	13,904,279
Other restricted funds	755,679	1,059,392
Total Restricted:	28,776,377	27,511,531
Unrestricted	18,248,790	17,201,297
Net Position	215,430,422	214,569,660

Albany County Airport Authority
 Statements of Revenues, Expenses and Changes in Net Position
 For the Three Months Ended March 31, 2019 and March 31, 2018

	March 31, 2019	March 31, 2018
Operating Revenues		
Airfield	\$ 2,067,023	\$ 2,036,257
Fixed Based Operations	2,991,369	2,881,569
Terminal	1,907,810	1,809,091
Concessions	1,531,788	1,380,767
Ground transportation	4,412,981	4,138,229
Other revenue	1,191,684	1,075,065
Total Operating Revenues	14,102,655	13,320,978
Operating Expenses		
Airfield	899,458	988,016
Fixed Based Operations	2,254,984	2,258,599
Terminal	1,608,071	1,527,104
Loading bridges	57,875	90,745
Landside	1,681,026	1,593,734
Public safety	1,041,838	1,025,709
Aircraft Rescue and Fire Fighting	463,405	443,448
Vehicle maintenance	395,965	404,711
Administration	2,176,620	1,637,915
Total Operating Expenses	10,579,242	9,969,981
Revenues in excess of expenses before depreciation	3,523,413	3,350,997
Depreciation	3,725,000	3,526,875
Loss Before Non-Operating Income and Expenses	(201,587)	(175,878)
Non-Operating Income and (Expenses)		
Passenger Facility Charges	751,394	1,252,052
Grant income	34,200	183,409
Improvement charges	92,100	92,100
Interest income	371,899	-
Customer facility charge income	54,682	-
Customer facility charge expense	(309,457)	-
Insurance recoveries	8,704	76,654
Insured expenses	-	(76,654)
Interest expense	(1,097,413)	(983,095)
Amortization of bond insurance premiums	(15,005)	(17,077)
Total Non-Operating Income and (Expenses)	(108,896)	527,389
Income/(Loss) before Capital Contributions	(310,483)	351,511
Capital Contributions	1,171,245	-
Net Position		
Increase in Net Position	860,762	351,511
Net Position, Beginning of Year	214,569,660	216,300,740
Cumulative change in accounting principle	-	(5,187,196)
Net Position, Beginning of Year, as restated	214,569,660	211,113,544
Net Position, End of Year	\$ 215,430,422	\$ 211,465,055

Albany County Airport Authority
 Statements of Cash Flows
 For the Three Months Ended March 31, 2019 and March 31, 2018

	March 31, 2019	March 31, 2018
Cash Flows From Operating Activities		
Cash received from providing services	\$ 14,730,838	\$ 13,622,372
Cash paid to suppliers	(10,472,244)	(10,082,991)
Cash paid to employees	(327,010)	(318,549)
Net Cash Provided By Operating Activities	3,931,584	3,220,832
Cash Flows From Noncapital Financing Activities		
Grant income	34,200	183,409
Net Cash Provided By Noncapital Financing Activities	34,200	183,409
Cash Flows From Investing Activities		
Interest received	295,195	-
Interest on passenger facility charges	72,163	4,286
Net Cash Provided/(Used) by Investing Activities	367,358	4,286
Cash Flows From Capital and Related Financing Activities		
Purchase of property and equipment	(2,747,412)	(818,404)
Interest paid	-	(9,101)
Concession improvement funds	21,481	40,246
Improvement charges	92,100	92,100
Capital grants	1,622,595	239,988
Passenger facility charges	679,231	1,247,766
Net Cash Provided/(Used) By Capital and Related Financing Activities	(332,005)	792,595
Net Increase in cash and cash equivalents	4,001,137	4,201,122
Cash and cash equivalents, beginning of year	66,275,365	47,905,608
Cash and cash equivalents, end of year	\$ 70,276,502	\$ 52,106,730
Reconciliation of Operating Income to Net Cash Provided By Operating Activities:		
Loss before non-operating income and expenses	\$ (201,587)	\$ (175,878)
Adjustments to reconcile loss from operations to net cash provided by operating activities:		
Depreciation	3,725,000	3,526,875
Decrease/(increase) in assets:		
Accounts receivable	628,183	301,394
Due from County of Albany	238,945	303,478
Prepaid expenses	510,220	449,192
Deferred OPEB expenses	-	(38,235)
Deferred pension expenses	-	-
Increase/(decrease) in liabilities:		
Due to County of Albany	-	128,720
Accounts payable and accrued expenses	(969,177)	(1,274,714)
Net Cash Provided By Operating Activities	\$ 3,931,584	\$ 3,220,832
Noncash Capital and Related Financing Activities:		
Capital Assets and related receivables	\$ 1,622,595	\$ 239,988
Total Noncash Capital and Related Financing Activities	\$ 1,622,595	\$ 239,988

Albany County Airport Authority OPEB Trust
 Statements of Fiduciary Fund Net Position
 As of March 31, 2019 and December 31, 2018

	March 31, 2019	December 31, 2018
<u>ASSETS</u>		
Cash and cash equivalents	\$ 2,233,994	\$ 2,220,686
Total Assets	2,233,994	2,220,686
 <u>DEFERRED OUTFLOWS OF RESOURCES</u>		
Total Deferred Outflows of Resources	-	-
 <u>LIABILITIES</u>		
Total Liabilities	-	-
 <u>DEFERRED INFLOWS OF RESOURCES</u>		
Total Deferred Inflows of Resources	-	-
 <u>NET POSITION</u>		
Net Position - Restricted for OPEB	\$ 2,233,994	\$ 2,220,686

Albany County Airport Authority OPEB Trust
 Statements of Changes in Fiduciary Fund Net Position
 For the Three Months Ended March 31, 2019 and March 31, 2018

	March 31, 2019	March 31, 2018
Additions to Net Position Attributed to:		
Contributions		
Employer	\$ -	\$ -
Interest Income	13,308	508
Total Additions	13,308	508
Deductions from Net Position Attributed to:		
Retirement benefits	-	-
Administrative expenses	-	-
Total Deductions	-	-
Increase in Net Position	13,308	508
Net Position - Restricted for OPEB, Beginning of Year	2,220,686	2,058,413
Net Position - Restricted for OPEB, End of Year	\$ 2,233,994	\$ 2,058,921

ALBANY COUNTY AIRPORT AUTHORITY

Notes to Financial Statements

March 31, 2019

NOTE 1 - Organization and Reporting Entity

Organization:

The Albany County Airport Authority (Authority), a body corporate and politic, constituting a public benefit corporation, was established by the State of New York (State) August 4, 1993, pursuant to the provisions of Chapter 686 of the Laws of 1993 as set forth in Title 32 of the State's Public Authorities Law. As a public benefit corporation, the Authority is independent, distinct from, and not an agent of the State or any other of the State's political subdivisions, including the County of Albany (County).

The Authority consists of seven members, four appointed by the majority leader of the County Legislature and three by the County Executive, who jointly designate one of the seven members as chairperson, and all with approval of the County Legislature. The Authority members serve for a term of four years or until their successor is appointed, except that any person appointed to fill a vacancy will be appointed to serve only the unexpired term. Members of the Authority are eligible for reappointment.

On March 15, 1994, the Authority and the County entered into an Interim Agreement whereby the County granted, and the Authority accepted, sole possession, use, occupancy and management of the Albany International Airport (Airport), including all rights, interest, powers, privileges and other benefits in each and every contract relating to the maintenance, operation, leasing, management or construction of the Airport, and all other rights, privileges or entitlement necessary to continue to use, operate and develop the Airport.

The Authority and the County entered into a permanent Airport Lease Agreement, dated December 5, 1995, which upon its approval by the Federal Aviation Administration (FAA) became effective on May 16, 1996 for a term of forty (40) years, whereby the Authority has the exclusive right to operate, maintain and improve the Airport and do anything else permitted by law, subject only to the restrictions and conditions stated in such Airport Lease Agreement and in accordance with applicable Federal, State and local laws. On November 5, 2018 the term of the Lease was extended through December 31, 2049.

Pursuant to the State enabling Legislation, the Authority may not undertake any capital project (see Note 15), other than the redevelopment project described in the enabling legislation, known as the Terminal Improvement Program, unless the project has first been approved by the County as part of a five-year Capital Improvement Program. For these purposes, the term "capital project" is defined as the construction, reconstruction or acquisition of airport or aviation facilities.

Prior to March 15, 1994, the Airport operated as a fund of the County. As of March 15, 1994 the County transferred the use of all assets and substantially all liabilities of the County's Airport Enterprise Fund to the Authority. These assets and liabilities were recorded by the Authority at a Net Asset value equal to \$46,824,500.

The Authority is not subject to Federal, State or local income, property or sales taxes, except for property taxes due on properties acquired by the Authority until they are removed from the tax rolls as of the next assessment

date. However, the Authority may agree to make certain payments in lieu of taxes for real property owned or used by the Authority for purposes other than public aviation purposes and under other limited circumstances.

The Authority has contracted with AFCO AvPorts Management LLC, (d/b/a Avports), to manage the daily operations of the airport under a three year term expiring December 31, 2021. The Authority has also contracted with REW Investments, Inc., (d/b/a Million Air), to manage the fixed based operations of the airport under a three year term expiring August 31, 2019. Both agreements are renewable with the approval of both parties.

Reporting Entity:

The Authority meets the criteria set forth in generally accepted accounting principles as promulgated by the Governmental Accounting Standards Board (GASB) for inclusion as a component unit within the County's basic financial statements based on the County's responsibility for the appointment of the Authority members, and their approval of capital programs and certain debt issuances. As such, the Authority is included in the County's basic financial statements. The accompanying financial statements present the financial position and the changes in net position and cash flows of the Authority only. The Authority is not involved in any joint ventures.

The Authority has established a written, single employer, defined benefit plan to provide healthcare benefits to eligible former employees and/or their qualifying dependents. The Authority also established a legally separate trust known as the Albany County Airport Authority OPEB Trust to receive and manage contributions from the Authority to fund its obligations for retiree health care benefits under the written plan. The Albany County Airport Authority OPEB Trust is included in the Authority's financial statements as a separate Fiduciary Fund of the Authority under accounting principles promulgated by GASB.

NOTE 2 - Summary of Significant Accounting Policies

Basis of Accounting:

The accompanying financial statements have been prepared in conformity with generally accepted accounting principles (GAAP) for state and local governments. GASB is the accepted standard-setting body for establishing governmental accounting and financial reporting principles for state and local governments in the United States of America.

The Authority's operations are presented as a single enterprise fund. Enterprise funds distinguish operating revenues and expenses from non-operating items in accordance with the flow of economic resources measurement focus and the accrual basis of accounting. All assets, liabilities, net position, revenues, and expenses are accounted for through a single enterprise fund with revenues recorded when earned and expenses recorded at the time liabilities are incurred.

Revenues from airlines, FBO operations, concessions, property rentals, operating permits, and parking fees are reported as operating revenues. All expenses related to operating the Airport are reported as expenses. Passenger facility charges, noncapital grants, capital improvement charges, interest and investment income are reported as non-operating income. Interest expense, financing costs and grant expenses are reported as non-operating expenses. Capital contributions, special and extraordinary items are reported separately after non-operating revenues and non-operating expenses.

Cash, Cash Equivalents and Investments:

The deposit and investment of Authority monies is governed by provisions in its enabling legislation and by a Cash Management and Investment Policy adopted by the Authority on September 13, 1994 and last amended July 23, 2018. The policy allows the Authority to use any depository bank that is a State or Federally chartered commercial bank that can meet the Authority's requirements for cash vault services, is a member of the National Automated Clearing House Association (NACHA), and is able to act as an Originating Depository Financial Institution (ODFI) for direct deposit of payments. Additionally, the bank must have a minimum long term credit rating of "A" without regard to subcategories from at least one of the Nationally Recognized Statistical Rating Organizations (NRSRO) and no rating below investment grade from any other NRSRO.

Monies not needed for immediate expenditure may be invested in (1) United States Treasury obligations with maturities of seven years or less, (2) obligations backed by the United States Government full faith and credit, (3) New York State, New York State agency or New York State subdivisions (cities, towns, villages, counties) obligations with, (4) certificates of deposit fully collateralized from a bank or trust company in New York State, (5) notes, bonds, debentures, mortgages and other evidences of indebtedness of certain agencies sponsored by the United States government provided at the time of investment such agency or its obligations are rated and the agency receives, or its obligations receive, the highest rating of all independent rating agencies that rate such agency or its obligations, and (6) repurchase agreements using United States Treasury obligations with maturities of seven years or less. Investments are stated at fair value or amortized cost.

For purposes of the statement of cash flows, the Authority considers all highly liquid investments (including restricted assets) with an original maturity of three months or less when purchased to be cash equivalents. Cash equivalents, which are stated at cost, consist of certificates of deposit, and treasury notes. Investments are reported at fair value.

Receivables:

Receivables are reported at their gross value when earned and are reduced by the estimated portion that is expected to be uncollectible. The allowance for uncollectible amounts is based on collection history, aviation industry trends and current information regarding the credit worthiness of the tenants and others doing business with the Authority. When continued collection activity results in receipt of amounts previously written off, revenue is recognized for the amount collected.

Restricted Assets:

Restricted assets consist of monies and other resources which are restricted legally as described below:

Capital Funds - These assets represent capital debt proceeds and grant funds that are restricted for designated capital projects and cannot be expended for any other item.

Passenger Facility Charges Funds - These assets represent Passenger Facility Charges (PFC) collections based on an approved FAA application to "Impose" such charges on enplaned passengers at the Airport. These funds are restricted for designated capital projects and any debt incurred to finance the construction of those projects. The Authority recognizes and reports as other income PFCs earned when all conditions have been met that entitles the Authority to retain the PFCs. PFCs received prior to this time are reported as restricted net position.

Revenue Bond Funds - These assets represent Series 2010, 2017 and 2018 general airport revenue bond (GARB) proceeds and Series 1999 Environmental Facilities Corporation (EFC) bond proceeds held in Bond

Reserve Accounts. Bond reserve accounts for the Series 2010, Series 2017 and Series 2018 Bonds equal 125% of the average annual debt service due on bonds at the time of issuance.

FAA Restricted Funds - These assets represent proceeds from the disposition of property acquired with capital grants from the Federal Aviation Administration through the Airport Improvement Program and the Airport Noise Compatibility Grants under FAR150 or a combination of both. These Airport funds were generated through the disposition of properties acquired with Federal and State aid and interest earnings thereon. The use of such revenues is restricted to Airport Improvement Program eligible project costs contingent upon FAA concurrence.

Concession Improvement Funds - These assets represent 1% of gross revenues of all food and beverage and retail concessions held in escrow to potentially fund the planning, developing, construction, remodeling, renovating or replacing of any of the concessionaires' leased areas during the term of the concession agreement. Use of the funds during the term of the lease is subject to the Authority's sole approval. Funds remaining at the end of a concession agreement are retained by the Authority.

Capital Assets:

Capital assets include land, improvements to land, easements, buildings, building improvements, vehicles, equipment and all other tangible assets that are used in operations and have useful lives extending beyond a single reporting period. Capital Assets assumed by the Authority on March 15, 1994 are carried at historical cost, net of accumulated depreciation. Acquisitions of new assets costing \$50,000 or more are recorded at cost.

Maintenance and repairs are expensed as incurred. When depreciable assets are disposed of, the related costs and accumulated depreciation are removed from the respective accounts and any gain or loss on disposition is credited or charged to an expense. Capital Assets are written off when fully depreciated unless clearly identified as still being in use. Capital Assets are written-down due to impairment if circumstances indicate a significant or unexpected decline in an assets service utility has occurred. Impaired Capital assets are written down using an approach that best reflects the decline in service utility. Assets to be disposed of and assets held for sale are reported at the lower of carrying value or fair value less costs to dispose of.

Depreciation of capital assets is computed using the straight-line method at various rates considered adequate to allocate costs over the estimated useful lives of such assets. The estimated lives by general classification are as follows:

	<u>Years</u>
Buildings and improvements	5-30
Vehicles, machinery and equipment	5-15

Capitalization of Interest:

Interest costs incurred during the construction period for capital assets acquired with debt was capitalized in certain years prior to 2018. After 2007 the Authority did not incur or pay any interest that was eligible for capitalization.

Bond Issue Costs, Original Issue Discount and Deferred Loss on Bond Refundings:

Bond insurance (an issuance cost) is deferred and amortized over the life of the respective issue on an effective interest method. Original issue discounts and deferred loss on refundings on long-term indebtedness

are amortized using the effective interest method over the life of the debt to which it relates. Interest on capital appreciation debt is accreted using the effective interest method.

Capital Contributions:

Certain expenditures for Airport capital assets are significantly funded through the Airport Improvement Program (AIP) of the Federal Aviation Administration (FAA), with certain matching funds provided by the State and the Authority, or from various State allocations or grant programs. Capital funding provided under government grants is considered earned as the related allowable expenditures are incurred.

Grants for capital asset acquisition, facility development and rehabilitation and eligible long-term planning studies are reported in the *Statements of Revenues, Expenses and Changes in Net Position*, after non-operating income and expenses, as capital contributions.

Revenue Recognition:

Airfield Landing Fee Charges - Landing fees are principally generated from scheduled airlines, cargo carriers and non-scheduled commercial aviation and are based on the gross landed weight of the aircraft. The estimated landing fee structure is determined annually pursuant to an agreement between the Authority and the signatory airlines based on the adopted operating budget of the Authority and is adjusted at year end for the actual landed weight of all aircraft. Landing fees are recognized as revenue when the related facilities are utilized.

FBO, Terminal Rents, Concessions and Ground Transportation - FBO revenues are generated from commercial and general aviation users, rental and concession fees are generated from airlines, parking lots, food and beverage, retail, rental cars, advertising and other commercial tenants. Leases are for terms from one to ten years and generally require rentals based on the volume of business, with specific minimum annual rental payments required. Rental revenue is recognized over the life of the respective leases and concession revenue is recognized based on reported concessionaire revenue.

Other - All other types of revenues are recognized when earned.

Special Items and Extraordinary Items:

Special Items - Special items are significant transactions or other events within the control of management that are either unusual in nature or infrequent in occurrence. During 2018, the Authority received \$1.5 million from its inclusion in a multi-state action led by 45-State Attorney Generals against a former derivative instrument counter-party related to manipulation of the former London Interbank Offered Rate index. During 2018, the Authority began a capital project that resulted in the early retirement of \$474.7 thousand in assets determined to be permanently impaired.

Extraordinary Items - Extraordinary items are transactions or other events that are both unusual in nature and infrequent in occurrence. During 2018, the Authority was required to convey twelve acres of land for a state highway project. The Authority recognized a gain of \$148.6 thousand on the disposition of the land.

Passenger Facility Charges:

Passenger Facility Charges (PFC) at the rate of \$3 per enplaned passenger have been levied by the Airport since March 1, 1994 under an FAA approved application to impose \$40,726,364 with collection thereof estimated to be complete in the year 2005. During 1996, the Authority received approval to increase the

amount of PFC collections to \$116,888,308 extending the estimated collection period through the year 2022. In 2009, the Authority received approval to change the PFC collection from \$3.00 per passenger to \$4.50 per passenger, with a current estimated collection period through 2020. Through March 31, 2019, the Authority has collected PFCs including interest earnings thereon totaling \$105,383,596.

PFC funds, along with related interest earnings, are recorded as restricted net position until they are applied against future debt service payments under an FAA approved Application to Use. PFC receipts are recognized and recorded as non-operating revenues in the year they are collected.

The Authority previously expended \$11.2 million of PFCs on projects funded on a pay-as-you-go basis. The Authority also covenanted in the Resolution authorizing the Series 2010A Refunding Bonds to apply future PFC collections to pay a portion of the debt service related to the FAA approved projects included in the Applications. Pursuant to the Resolution, PFCs collected and deposited in a segregated account, together with the interest earned thereon, are applied towards the subsequent debt service payments reducing the amount of debt to be funded from net operating revenue. Through March 31, 2019, the Authority has applied \$89.6 million of PFC's towards the payment of debt service.

Customer Facility Charges:

A rental car Customer Facility Charge (CFC) at the rate of \$2 per day up to 5 rental days per transaction was approved by the Authority and became effective March 1, 2019. The CFC funds are collected by the Rental Car Companies and remitted to the Authority in accordance with the Rental Car agreements as amended. CFC funds may only be used to pay for CFC project costs. The current CFC project includes costs incurred by the rental car companies for relocation, space remodeling, rebranding and expansion of rental car spaces. The CFC project costs are to be funded by the Airport from CFC funds collected which are restricted to pay for CFC project costs. There were no CFC funds on hand as of March 31, 2019. It is the opinion of the Authority management that CFC funds are excluded revenue under Authority's Master Bond Resolution and CFC project costs are excluded from Operating and Maintenance (O&M) Expense. Under the Master Bond Resolution, O&M expenses are a first priority use of revenue before debt service. Accordingly, the CFC project costs do not constitute a use of Net Revenue available to pay debt service. The total scope of the CFC project is currently estimated at less than \$1 million but the space expansion has not been fully designed yet. The rental car companies reported \$309,457 in CFC project expense through March 31, 2019 which has been reported as an accrued liability payable from Restricted Assets.

Compensated Absences:

Employees accrue vacation in varying amounts based on length of service. Employees can accumulate up to 300 hours, or 37.5 days of vacation time. Unused vacation time can be liquidated for cash upon separation, retirement or death.

Sick leave is earned by regular, full-time employees at the rate of one day per month. Employees can accumulate up to 1,320 hours or 165 days of sick leave. Any sick leave hours unused at the time of an employee's retirement can be applied as additional service credit in calculating retirement benefits in the New York State Employees' Retirement System. It is the policy of the Authority not to pay accumulated sick leave to employees who terminate prior to retirement.

The liability for compensated absences earned through year-end, but not yet taken, is accrued by charging the expense for the change in the liability from the prior year.

Pension Plans:

The Authority applies GASB Statement No. 68, Accounting and Financial Reporting for Pensions (GASB 68) to recognize the net pension asset (liability), deferred outflows and deferred inflows of resources, pension expense (revenue), and information about and changes in the fiduciary net position on the same basis as reported by the cost-sharing, multiple employer, defined benefit pension plan. The Authority also applies GASB Statement No. 71, Pension Transition for Contributions Made Subsequent to the Measurement Date (GASB 71) to report additional deferred outflows. The Authority's participation in the plans are mandated by State law and includes the New York State and Local Employees' Retirement System (ERS) and the New York State Voluntary Defined Contribution (NYS VDC) plan (the Systems). The Systems recognize benefit payments when due and payable in accordance with benefit terms; investment assets are reported at fair value.

Estimates:

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, through subsequent events, actual results could differ from those estimated.

Adoption of New Accounting Standards:

During 2017 the Authority adopted Governmental Accounting Standards Board Statements No. 80 - *Blending Requirements for Certain Component Units*, and No. 81 - *Irrevocable Split-Interest Agreements*, and No. 82 *Pension Issues*, effective for the fiscal year ended December 31, 2017. The adoption of these accounting standards did not have a significant effect on the Authority's financial statements.

During 2018 the Authority adopted Governmental Accounting Standards Board Statement No. 75 - *Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions* (GASB 75). GASB 75 establishes financial reporting standards for other postemployment benefits (OPEB) plans for state and local governments. This standard replaces the requirements of GASB Statement No. 45 - *Accounting and Financial Reporting by Employers for Postemployment Benefits Other Than Pensions*, as amended. The statement establishes standards for recognizing and measuring liabilities, deferred inflows and outflows of resources, and expense/expenditures, as well as identifying the methods and assumptions required to project benefit payments, discount projected benefit payments to their actuarial present value, and attribute that present value to periods of employee service. Additionally, GASB No. 75 lays out the requirements for additional note disclosures and required supplementary information. As a result, beginning of year net position has been restated as follows:

Net position previously reported, January 1, 2018	\$ 216,300,740
Recognition of net OPEB liability, January 1, 2018	(6,473,234)
Eliminate net assets held in trust for OPEB, January 1, 2018	<u>(308,505)</u>
Net position, January 1, 2018, as restated	<u>\$ 209,519,001</u>

During 2018 the Authority adopted Governmental Accounting Standards Board Statement No. 85 – *Governmental Accounting Standards Board Omnibus 2017* (GASB 85). GASB 85 establishes accounting and financial reporting requirements for blending component units, goodwill, fair value measurement and application, and postemployment benefits (pensions and other postemployment benefits [OPEB]).

During 2018 the Authority adopted Governmental Accounting Standards Board Statement No. 86 – *Certain Debt Extinguishment Issues* (GASB 86). GASB 86 primarily requires disclosure for in-substance defeasance of debt in which cash and other monetary assets acquired with only existing resources—resources other than the proceeds of refunding debt—are placed in an irrevocable trust for the sole purpose of extinguishing debt and also provides guidance on accounting for prepaid insurance on debt that is extinguished by in-substance defeasance. This Statement also requires that any remaining prepaid insurance related to the extinguished debt be included in the net carrying amount of that debt for the purpose of calculating the difference between the reacquisition price and the net carrying amount of the debt.

During 2018 the Authority adopted Governmental Accounting Standards Board Statement No. 88 – *Certain Disclosures Related to Debt, including Direct Borrowings and Direct Placements* (GASB 88). GASB 88 requires that additional essential information related to debt be disclosed in the notes to financial statements, including unused lines of credit; assets pledged as collateral for the debt; and terms specified in debt agreements related to significant events of default with finance-related consequences, significant termination events with finance-related consequences, and significant subjective acceleration clauses. (see Note 8).

During 2018, the Authority prospectively adopted Governmental Accounting Standards Board Statement No. 89 – *Accounting for Interest Cost Incurred before the End of a Construction Project* (GASB 89). GASB 89 requires interest cost incurred before the end of a construction period be included in current expense and not included in the cost of the capital asset. Under prospective adoption, interest included in the reported cost of capital assets prior to adoption of GASB 89 continues to be included in the cost of capital assets.

**** UNAUDITED - FOR INTERNAL REVIEW****



Financial Information

Albany County Airport Authority
2019 Summary of Revenues, Expenses and Net Results

	2019	MARCH 2019				March	2019 Actual /
	Adopted FY Budget	Budget YTD	Actual YTD	Variance YTD	Variance %	2018 YTD Actual	Prior Year Var %
AIRPORT REVENUES							
Airline	\$ 15,065,276	\$ 3,758,586	\$ 3,915,130	\$ 156,544	4.16%	\$ 3,773,663	3.75%
Non-Airline	30,777,802	7,472,938	7,696,293	223,355	2.99%	7,184,380	7.13%
Total Revenues	45,843,078	11,231,524	11,611,423	379,899	3.38%	10,958,043	5.96%
FIXED BASED OPERATOR RETAIL SALES							
Fixed Based Operator Retail Sales	8,083,298	2,290,129	2,491,233	201,104	8.78%	2,362,937	5.43%
Cost of Sales	5,494,245	1,601,725	1,538,225	63,500	3.96%	1,556,571	1.18%
Net FBO Retail Sales	2,589,053	688,404	953,008	264,604	38.44%	806,366	18.19%
EXPENSE SUMMARY							
AvPorts-Airport Management	24,011,186	6,630,813	6,304,593	326,220	4.92%	6,325,585	0.33%
Million Air-FBO Management Authority	3,265,773	901,161	914,566	(13,405)	-1.49%	881,227	-3.78%
	4,862,390	1,497,805	1,481,738	16,067	1.07%	1,393,573	-6.33%
Total Expenses	32,139,349	9,029,779	8,700,897	328,882	3.64%	8,600,385	-1.17%
OPERATING RESULTS	16,292,782	2,890,149	3,863,534	973,385	33.68%	3,164,024	22.11%
OTHER REVENUES (EXPENSES)							
Interest Earnings	875,457	218,864	371,899	153,035	69.92%	0	100.00%
Passenger Facility Charges	4,516,141	1,129,035	1,129,035	0	0.00%	1,082,727	4.28%
ACAA '99 EFC Debt	(712,765)	(178,191)	(178,191)	0	0.00%	(111,801)	-59.38%
ACAA '10 A Debt Service	(8,172,601)	(2,043,150)	(2,043,150)	0	0.00%	(2,656,536)	23.09%
ACAA '17 A Debt Service	(430,225)	(107,556)	(107,556)	0	0.00%	(189,345)	43.20%
ACAA '17 B Debt Service	(1,130,125)	(282,531)	(282,531)	0	0.00%	(300,981)	6.13%
ACAA '18 A Debt Service	(771,322)	(192,831)	(192,831)	0	0.00%	0	100.00%
ACAA '18 B Debt Service	(703,378)	(175,845)	(175,845)	0	0.00%	0	100.00%
Line of Credit Interest	0	0	(2,187)	(2,187)	100.00%	0	100.00%
Non-Capital Equipment	(432,090)	(108,023)	(55,401)	52,622	-48.71%	(11,036)	100.00%
Insurance Recoveries	0	0	8,704	8,704	0.00%	0	0.00%
Customer Facility Charges Income	0	0	54,682	54,682	100.00%	0	100.00%
Customer Facility Charges Expense	0	0	(54,682)	(54,682)	100.00%	0	100.00%
Grant Income	138,700	34,675	34,200	(475)	-1.37%	183,409	81.35%
Improvement Charges	368,400	92,100	92,100	0	0.00%	92,100	0.00%
Total Other Revenues(Expenses)	(6,453,808)	(1,613,453)	(1,401,754)	211,699	-13.12%	(1,911,463)	26.67%
NET RESULTS BEFORE RESERVES	9,838,974	1,276,696	2,461,780	1,185,084	92.82%	1,252,561	-96.54%
Less: Capital Improvements	(3,306,134)	(826,534)	(2,479,601)	(1,653,067)	200.00%	(780,924)	-217.52%
Less: Reserve Requirements	(435,879)	(435,879)	(435,879)	0	0.00%	(200,381)	117.53%
NET RESULTS	6,096,961	14,284	(453,700)	(467,983)	-3276.39%	271,256	267.26%
Revenue Sharing:							
Transfer to/from Airlines (50%)	3,048,481	7,142	(226,850)	(233,992)	-3276.39%	135,628	267.26%
Authority Share (50%)	3,048,481	7,142	(226,850)	(233,992)	-3276.39%	135,628	267.26%
Less: Airline Incentives	(1,000,000)	(250,000)	(284,716)	(34,716)	13.89%	(21,314)	1235.82%
Net Authority Share	\$ 2,048,481	\$ (242,858)	\$ (511,566)	\$ (268,708)	110.64%	\$ 114,314	-547.51%

MONTHLY RECAP	Adopted FY Budget		2019 Actual YTD		2018 Actual YTD	
	Operating Results	Net Results	Operating Results	Net Results	Operating Results	Net Results
	JANUARY	\$ 656,283	\$ 118,465	\$ 814,297	\$ 347,237	\$ 896,108
FEBRUARY	935,136	397,318	1,435,042	974,785	806,806	122,834
MARCH	1,298,730	760,913	1,614,195	1,139,758	1,461,110	916,451
Sub Total	\$ 2,890,149	\$ 1,276,696	\$ 3,863,534	\$ 2,461,780	\$ 3,164,024	\$ 1,252,561
APRIL	1,521,551	983,734				
MAY	1,449,727	911,910				
JUNE	1,471,425	933,608				
JULY	1,717,001	1,179,184				
AUGUST	1,629,546	1,091,729				
SEPTEMBER	1,219,386	681,568				
OCTOBER	1,813,529	1,275,712				
NOVEMBER	1,317,012	779,195				
DECEMBER	1,263,456	725,638				
TOTAL	\$ 16,292,782	\$ 9,838,974	\$ 3,863,534	\$ 2,461,780	\$ 3,164,024	\$ 1,252,561

Albany County Airport Authority
Revenue Summary

	2019	MARCH 2019			March 2018 Actual	2019 Actual / Prior Year Variance %
	Adopted FY Budget	Budget YTD	Actual YTD	Variance YTD		
AIRLINE REVENUES						
COMMERCIAL	\$ 6,728,685	\$ 1,688,857	\$ 1,736,012	\$ 47,154	2.79%	\$ 1,702,808 1.95%
CARGO	581,234	139,086	138,567	(519)	-0.37%	138,759 -0.14%
TERMINAL	6,462,546	1,615,637	1,719,798	104,161	6.45%	1,615,250 6.47%
FBO	1,292,811	315,006	320,753	5,747	1.82%	316,846 1.23%
TOTAL AIRLINE REVENUES	15,065,276	3,758,586	3,915,130	156,543	4.16%	3,773,663 3.75%
NON-AIRLINE REVENUES						
AIRFIELD	517,879	103,944	109,290	5,346	5.14%	108,387 0.83%
TERMINAL	3,549,419	802,362	892,308	89,947	11.21%	780,439 14.33%
GROUND TRANSPORTATION	21,082,046	5,072,738	5,245,305	172,567	3.40%	4,936,430 6.26%
OTHER AIRPORT	5,628,458	1,493,894	1,449,390	(44,505)	-2.98%	1,359,124 6.64%
TOTAL NON AIRLINE REVENUES	30,777,802	7,472,938	7,696,293	223,355	2.99%	7,184,380 7.13%
TOTAL REVENUES	\$ 45,843,078	\$ 11,231,524	\$ 11,611,423	\$ 379,898	3.38%	\$ 10,958,043 5.96%

Albany County Airport Authority
Net FBO Retail Sales
For the Three Months Ending Sunday, March 31, 2019

	Total Annual Budget	This Month Budget	This Month Actual	Var This Mo. To Budget	Year to Date Budget	Year to Date Actual	Var This Year to Budget
FIXED BASED OPERATOR RETAIL SALES							
Jet A Fuel Sales	\$5,782,543	\$394,912	\$403,588	\$8,677	\$1,216,935	\$1,232,787	\$15,852
Fuel Costs - Jet A	(3,383,148)	(231,048)	(227,783)	3,265	(711,983)	(703,139)	8,844
Fuel Discounts - Jet A	(350,000)	(23,903)	(28,352)	(4,450)	(73,657)	(86,523)	(12,866)
Net Jet A Fuel Sales	2,049,395	139,961	147,453	7,492	431,295	443,124	11,829
AvGas Fuel Sales	274,825	16,865	23,141	6,276	46,563	51,046	4,483
Fuel Costs - AvGas	(208,635)	(12,803)	(21,262)	(8,459)	(35,348)	(40,925)	(5,577)
Fuel Discounts - AvGas	(4,000)	(245)	(375)	(129)	(678)	(760)	(83)
Net AvGas Fuel Sales	62,190	3,817	1,504	(2,312)	10,537	9,361	(1,176)
Commercial AvGas Fuel Sales	256,631	18,669	32,634	13,966	59,207	84,189	24,982
Fuel Costs-Comm AvGas	(233,069)	(16,955)	(29,042)	(12,087)	(53,771)	(74,437)	(20,666)
Net Comm AvGas Fuel Sales	23,562	1,714	3,592	1,878	5,436	9,752	4,316
Auto & Diesel Fuel Sales	330,581	41,654	34,247	(7,408)	136,133	121,813	(14,319)
Fuel Costs - Auto & Diesel	(278,000)	(30,680)	(25,845)	4,835	(106,378)	(90,911)	15,467
Net Auto & Diesel Fuel Sales	52,581	10,974	8,402	(2,573)	29,755	30,902	1,147
Deicing Services	734,920	105,073	121,222	16,148	425,761	679,369	253,609
Deicing Costs Type I, Type IV	(390,173)	(56,037)	(51,183)	4,854	(225,638)	(238,740)	(13,102)
Net Deicing Services	344,747	49,036	70,039	21,002	200,123	440,629	240,506
Deicing Consortium	643,220	89,371	38,515	(50,855)	393,272	300,406	(92,866)
Deicing Costs Type I, Type IV	(643,220)	(89,371)	(39,762)	49,608	(393,272)	(301,929)	91,343
Net Deicing Consortium	0	0	(1,247)	(1,247)	0	(1,523)	(1,523)
FBO Services	60,578	6,816	12,966	6,150	12,259	21,623	9,365
Catering	(1,000)	(83)	0	83	(250)	0	250
Oil	(3,000)	(250)	(860)	(610)	(750)	(860)	(110)
Net FBO Services	56,578	6,483	12,106	5,623	11,259	20,763	9,505
NET FBO RETAIL SALES	2,589,053	211,985	241,849	29,864	688,404	953,008	264,604

Albany County Airport Authority
Expense Summary

	2019	MARCH 2019			March 2018 Actual	2019 Actual / Prior Year Variance %
	Adopted FY Budget	Budget YTD	Actual YTD	Variance YTD		
EXPENSES - SUMMARY						
AvPort-Airport Management	\$ 24,011,186	\$ 6,630,813	\$ 6,304,593	\$ 326,220	4.9%	\$ 6,325,585 0.3%
Million Air-FBO Management Authority	3,265,773	901,161	914,566	(13,405)	-1.5%	881,227 -3.8%
	4,862,390	1,497,805	1,481,738	16,067	1.1%	1,393,573 -6.3%
	<u>\$ 32,139,349</u>	<u>\$ 9,029,779</u>	<u>\$ 8,700,897</u>	<u>\$ 328,882</u>	<u>3.6%</u>	<u>\$ 8,600,385</u> -1.2%
EXPENSES BY CATEGORY						
Personal Services	\$ 11,231,810	\$ 2,871,087	\$ 2,737,796	\$ 133,290	4.6%	\$ 2,629,152 -4.1%
Employee Benefits	5,668,604	1,463,403	1,354,272	109,131	7.5%	1,342,878 -0.8%
Utilities & Communications	2,205,123	845,847	683,972	161,874	19.1%	891,988 23.3%
Purchased Services						
Accounting & Auditing	61,000	25,527	76,324	(50,797)	-199.0%	22,119 -245.1%
Insurance	808,178	554,243	591,580	(37,337)	-6.7%	546,747 -8.2%
Legal Services	50,000	12,500	2,492	10,008	80.1%	5,710 56.4%
Public Safety	309,107	91,182	82,684	8,498	9.3%	63,204 -30.8%
Albany County Sheriffs	2,731,859	682,965	682,965	-	0.0%	656,914 -4.0%
Parking Valet Service	350,000	91,545	119,182	(27,637)	-30.2%	92,351 -29.1%
Employee Shuttle	25,000	-	15,000	(15,000)	0.0%	- 100.0%
Janitorial	499,204	124,801	136,541	(11,740)	-9.4%	122,498 -11.5%
Public Communications	975,374	228,703	195,680	33,023	14.4%	180,718 -8.3%
Special Studies	69,200	17,300	2,992	14,308	82.7%	14,385 79.2%
Professional Services	879,160	222,183	223,267	(1,084)	-0.5%	197,476 -13.1%
Total Purchased Services	<u>6,758,082</u>	<u>2,050,949</u>	<u>2,128,707</u>	<u>(77,758)</u>	<u>-3.8%</u>	<u>1,902,122</u> -11.9%
Material & Supplies						
Airfield	914,500	323,293	227,660	95,633	29.6%	333,634 31.8%
Buildings	2,134,569	528,199	594,847	(66,648)	-12.6%	616,960 3.6%
Grounds	897,785	302,231	415,905	(113,674)	-37.6%	271,513 -53.2%
Vehicles	944,900	270,743	229,140	41,604	15.4%	255,054 10.2%
Total Material & Supplies	<u>4,891,754</u>	<u>1,424,467</u>	<u>1,467,554</u>	<u>(43,082)</u>	<u>-3.0%</u>	<u>1,477,164</u> 0.7%
Office Administration	477,206	120,298	103,921	16,377	13.6%	86,092 -20.7%
	906,770	253,730	224,678	29,053	11.5%	270,994 17.1%
Total Expenses	<u>\$ 32,139,349</u>	<u>\$ 9,029,781</u>	<u>\$ 8,700,900</u>	<u>\$ 328,885</u>	<u>3.6%</u>	<u>\$ 8,600,390</u> -1.2%
DEPARTMENT SUMMARY (DIRECT & INDIRECT)						
Direct Cost Centers						
Airfield	\$ 3,408,313	\$ 1,037,205	\$ 862,185	\$ 175,020	16.9%	\$ 985,207 12.5%
FBO	2,581,429	718,256	716,759	1,497	0.2%	702,028 -2.1%
Terminal	5,575,507	1,572,547	1,608,071	(35,525)	-2.3%	1,508,895 -6.6%
Loading Bridges	311,452	77,615	57,875	19,740	25.4%	90,745 36.2%
Parking	4,725,138	1,305,325	1,249,689	55,636	4.3%	1,154,972 -8.2%
Landside	1,271,568	380,826	431,337	(50,511)	-13.3%	463,509 6.9%
Total Direct Cost Centers	<u>17,873,407</u>	<u>5,091,774</u>	<u>4,925,916</u>	<u>165,857</u>	<u>3.3%</u>	<u>4,905,356</u> -0.4%
Indirect Cost Center						
ARFF	2,144,562	545,610	463,405	82,205	15.1%	483,825 4.2%
Operations	1,005,988	255,365	257,109	(1,744)	-0.7%	251,926 -2.1%
Security	3,152,170	788,832	766,601	22,231	2.8%	773,783 0.9%
Vehicles & Equipment	1,505,340	440,947	395,965	44,982	10.2%	404,711 2.2%
Airport Mgmt Administration	911,147	226,542	212,356	14,186	6.3%	208,011 -2.1%
FBO Administration	684,344	182,905	197,808	(14,903)	-8.1%	179,199 -10.4%
Airport Authority Administration	4,862,390	1,497,805	1,481,738	16,067	1.1%	1,393,573 -6.3%
Total Indirect Cost Centers	<u>14,265,941</u>	<u>3,938,006</u>	<u>3,774,982</u>	<u>163,024</u>	<u>4.1%</u>	<u>3,695,028</u> -2.2%
Total Expenses	<u>\$ 32,139,348</u>	<u>\$ 9,029,780</u>	<u>\$ 8,700,898</u>	<u>\$ 328,881</u>	<u>3.6%</u>	<u>\$ 8,600,384</u> -1.2%

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Statistical Highlights

Albany International Airport March Highlights

ACTIVITIES:		2019	2019	Percentage	2018	Percentage
		ACTUAL	BUDGET	Actual vs. Budget	AUDITED	Actual 2019 VS. 2018
<i>Enplanements</i>	Current Month	131,398	128,913	1.9%	126,052	4.2%
	Year - to - Date	344,780	340,472	1.3%	332,915	3.6%
<i>Aircraft Operations</i>	Current Month	5,460	5,693	-4.1%	5,693	-4.1%
	Year - to - Date	14,049	14,798	-5.1%	14,798	-5.1%
<i>Landed Weight (#)</i>	Current Month	149,236,574	140,696,948	6.1%	136,093,437	9.7%
	Year - to - Date	386,937,840	381,973,647	1.3%	369,475,723	4.7%
<i>Cargo, Mail & Express (Tons)</i>	Current Month	1,534	1,562	-1.8%	1,554	-1.3%
	Year - to - Date	4,045	4,388	-7.8%	4,371	-7.5%
<i>FBO Jet A (Gallons)</i>	Current Month	87,742	81,932	7.1%	72,099	21.7%
	Year - to - Date	269,743	252,476	6.8%	225,816	19.5%
<i>FBO AvGas (Gallons)</i>	Current Month	4,578	3,250	40.9%	3,134	46.1%
	Year - to - Date	10,607	8,972	18.2%	9,026	17.5%
<i>AvGas Commercial (gallons)</i>	Current Month	8,377	4,632	80.8%	6,977	20.1%
	Year - to - Date	23,054	14,692	56.9%	22,127	4.2%
<i>FBO Into-Plane (Gallons)</i>	Current Month	1,937,662	1,667,496	16.2%	1,701,744	13.9%
	Year - to - Date	5,048,854	4,675,473	8.0%	4,771,499	5.8%
<i>FBO Deicing (Gallons)</i>	Current Month	15,789	22,005	-28.2%	51,090	-69.1%
	Year - to - Date	102,914	93,770	9.8%	129,947	-20.8%

REVENUES:

<i>Landing Fees</i>	Current Month	\$570,496	\$542,441	5.2%	\$523,984	8.9%
	Year - to - Date	\$1,498,053	\$1,480,084	1.2%	\$1,427,709	4.9%
<i>Terminal</i>	Current Month	\$573,266	\$538,545	6.4%	\$539,438	6.3%
	Year - to - Date	\$1,719,798	\$1,615,637	6.4%	\$1,615,250	6.5%
<i>Parking</i>	Current Month	\$1,656,049	\$1,570,286	5.5%	\$1,574,995	5.1%
	Year - to - Date	\$4,227,598	\$4,086,547	3.5%	\$4,007,759	5.5%
<i>Rental Cars</i>	Current Month	\$292,437	\$280,085	4.4%	\$257,554	13.5%
	Year - to - Date	\$809,821	\$799,514	1.3%	\$776,414	4.3%
<i>Food & Beverage</i>	Current Month	\$106,302	\$85,450	24.4%	\$74,351	43.0%
	Year - to - Date	\$284,902	\$231,208	23.2%	\$193,404	47.3%
<i>Retail</i>	Current Month	\$74,380	\$71,868	3.5%	\$68,414	8.7%
	Year - to - Date	\$205,514	\$193,294	6.3%	\$184,005	11.7%
<i>Departure</i>	Current Month	\$16,570	\$16,514	0.3%	\$15,175	9.2%
	Year - to - Date	\$42,233	\$46,562	-9.3%	\$43,993	-4.0%
<i>FBO Jet A , Net</i>	Current Month	\$147,453	\$139,961	5.4%	\$130,403	13.1%
	Year - to - Date	\$443,125	\$431,295	2.7%	\$392,997	12.8%
<i>FBO AvGas, Net</i>	Current Month	\$1,504	\$3,817	-60.6%	\$2,405	-37.5%
	Year - to - Date	\$9,361	\$10,537	-11.2%	\$8,861	5.6%
<i>AvGas Commercial, Net</i>	Current Month	\$3,593	\$1,714	109.6%	\$2,981	20.5%
	Year - to - Date	\$9,752	\$5,436	79.4%	\$9,111	7.0%
<i>FBO Into-Plane</i>	Current Month	\$62,080	\$53,973	15.0%	\$57,225	8.5%
	Year - to - Date	\$162,785	\$151,335	7.6%	\$159,485	2.1%
<i>FBO Deicing, Net</i>	Current Month	\$68,792	\$49,120	40.1%	\$145,274	-52.6%
	Year - to - Date	\$439,107	\$200,373	119.1%	\$356,860	23.0%

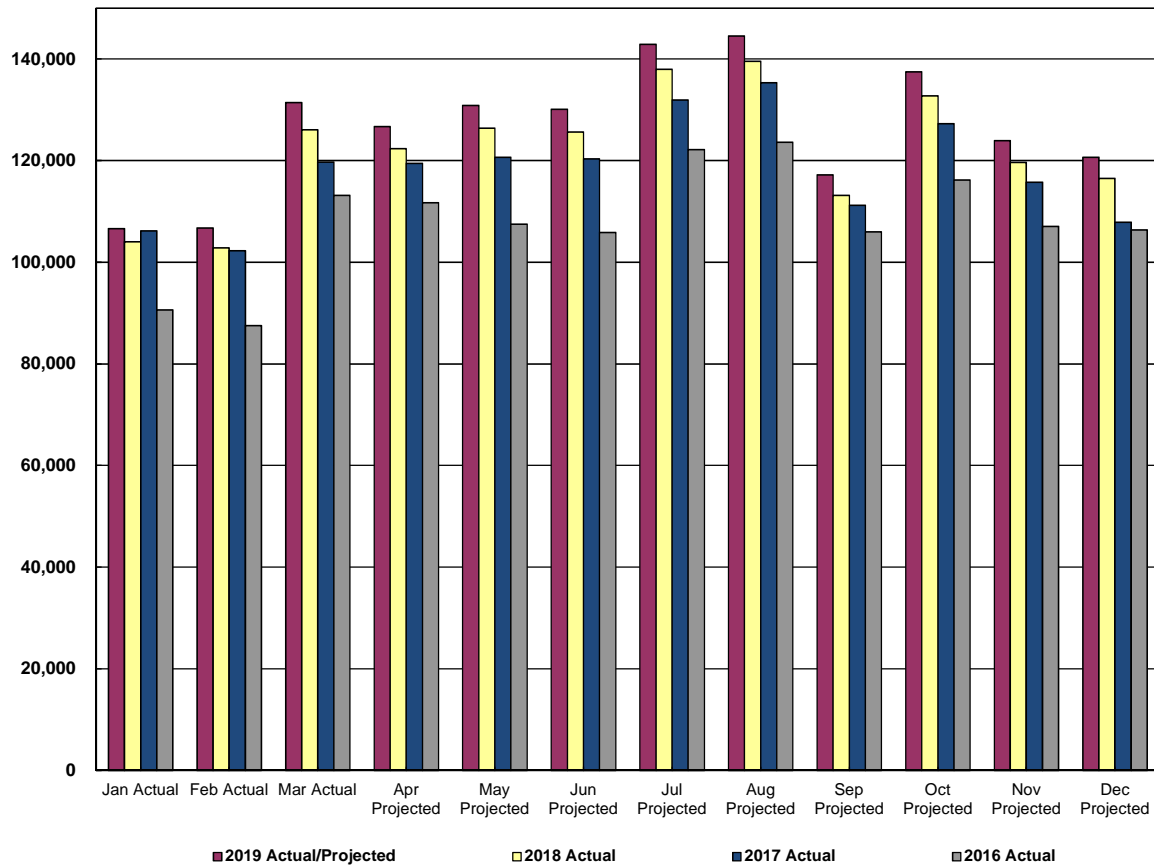
Albany International Airport March Highlights

	2019 YTD	2018	2017	2016	2015
REVENUE PER ENPLANEMENT:	PRELIMINARY	AUDITED	AUDITED	AUDITED	AUDITED
Parking	\$12.26	\$10.40	\$10.57	\$10.57	\$9.87
Rental Car	\$2.35	\$3.79	\$3.83	\$3.59	\$3.89
Food & Beverage	\$0.83	\$0.62	\$0.57	\$0.56	\$0.51
Retail	\$0.60	\$0.58	\$0.57	\$0.56	\$0.54
Departure	\$0.12	\$0.17	\$0.20	\$0.17	\$0.19

Annual Rates and Charges Summary

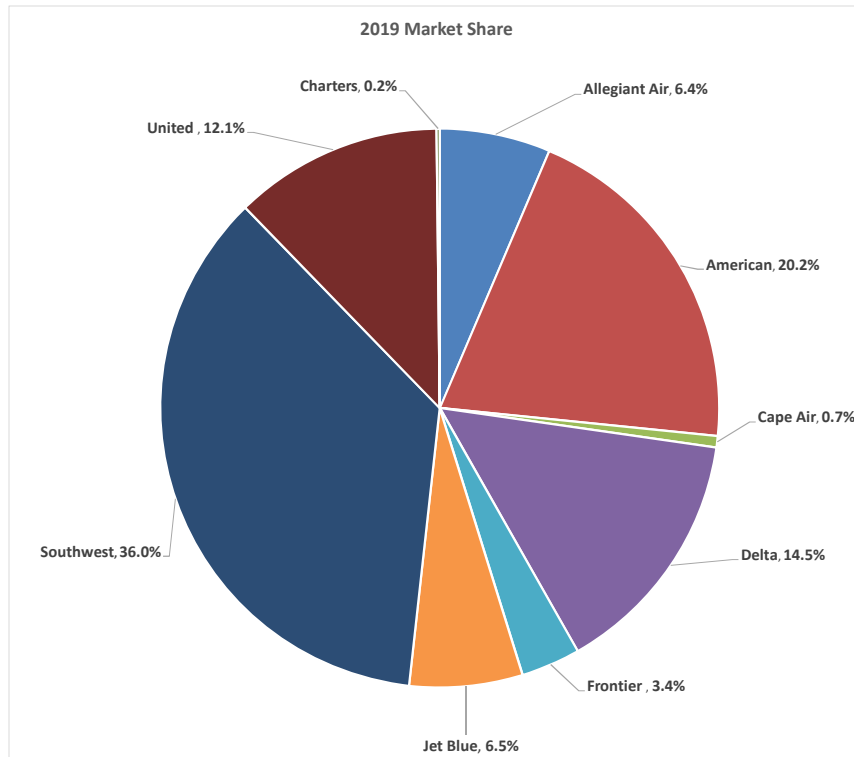
	2019	2018	2017	2016	2015
AIRLINE RATES & CHARGES:	BUDGET	AUDITED	AUDITED	AUDITED	AUDITED
Landing Fees Per 1,000 lbs. MGLW:					
Signatory	\$3.35	\$2.92	\$3.12	\$2.73	\$3.27
Non-Signatory	\$4.19	\$4.16	\$3.91	\$4.04	\$4.04
Apron Fees Per Square Foot:	\$1.48	\$1.31	\$1.33	\$1.19	\$1.52
Terminal Rental Per Square Foot:					
Signatory	\$83.59	\$86.48	\$79.86	\$81.11	\$74.63
Non-Signatory	\$104.49	\$101.96	\$100.98	\$93.48	\$93.48
Loading Bridges - Annual:	\$43,232	\$51,611	\$47,237	\$40,383	\$44,761
Cost per Enplanement :					
Airport CPE (after revenue sharing)	\$6.52	\$6.57	\$6.57	\$6.00	\$7.12

Albany International Airport Monthly Enplanements 2016-2019 For the three months ended March 31



		2019	2019 Budget	# Variance	% Variance	2018	2019 vs. 2018	2017	2016
January	(Actual)	106,622	106,372	250	0.2%	104,011	2.5%	106,168	102,325
February	(Actual)	106,760	105,187	1,573	1.5%	102,852	3.8%	102,255	103,214
March	(ACTUAL)	131,398	128,913	2,485	1.9%	126,052	4.2%	119,677	119,403
April	(Projected)	126,702	125,119	1,583	1.3%	122,342	3.6%	119,423	119,362
May	(Projected)	130,848	129,213	1,635	1.3%	126,345	3.6%	120,665	118,293
June	(Projected)	130,095	128,470	1,625	1.3%	125,618	3.6%	120,316	117,743
July	(Projected)	142,901	141,115	1,785	1.3%	137,983	3.6%	131,916	130,930
August	(Projected)	144,492	142,687	1,805	1.3%	139,520	3.6%	135,306	133,612
September	(Projected)	117,171	115,707	1,464	1.3%	113,139	3.6%	111,208	115,752
October	(Projected)	137,453	135,736	1,717	1.3%	132,723	3.6%	127,281	123,374
November	(Projected)	123,903	122,355	1,548	1.3%	119,639	3.6%	115,758	115,220
December	(Projected)	120,633	119,126	1,507	1.3%	116,482	3.6%	107,862	108,206
Total		1,518,979	1,500,000	18,979	1.3%	1,466,706	3.6%	1,417,835	1,407,434
YTD Enplanements		344,780	340,472	4,308	1.3%	332,915	3.6%	328,100	324,942

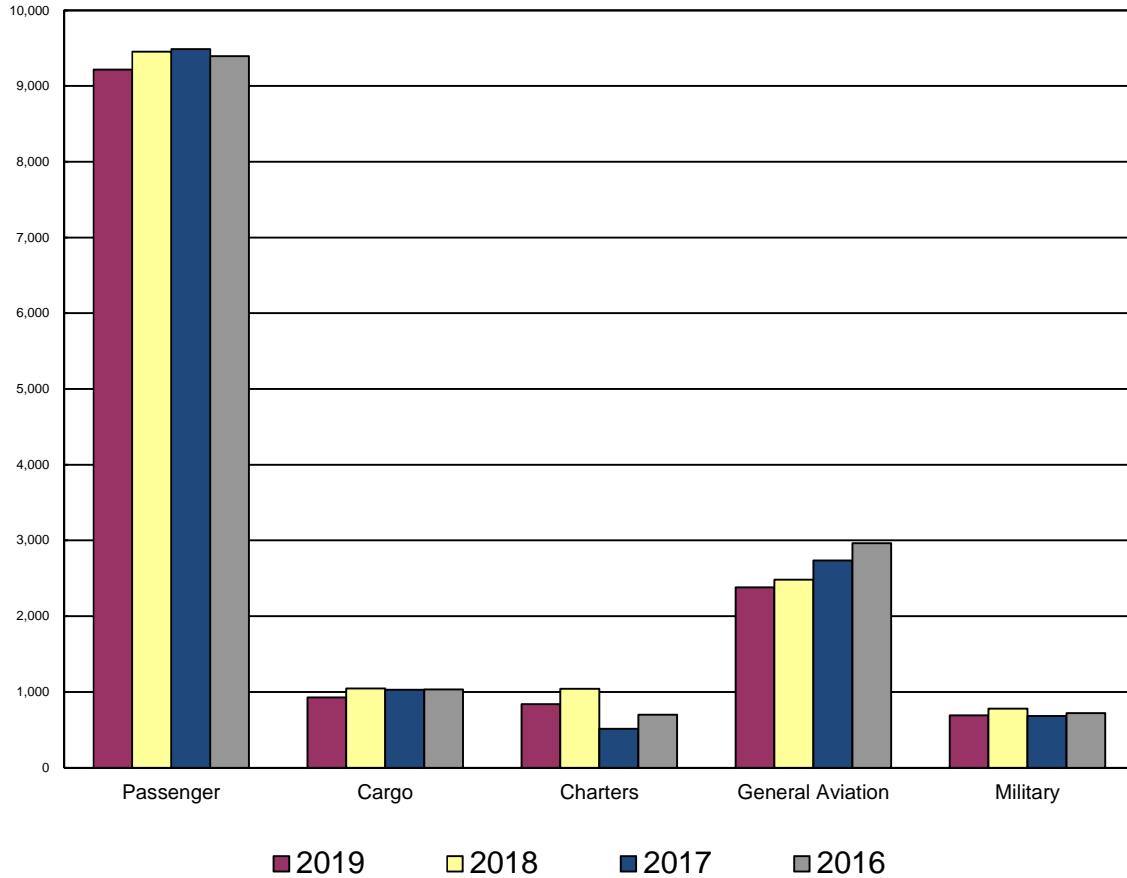
Albany International Airport Enplanements Per Carrier For the three months ended March 31



Carrier	Current Month		#	%	Year To Date		#	%	YTD Market Share		%
	2019	2018			Change	Change			2019	2018	
Allegiant Air	11,492	0	11,492	100.0%	22,105	0	22,105	100.0%	6.4%	0.0%	6.4%
American	6,160	9,642	(3,482)	-36.1%	22,793	24,634	(1,841)	-7.5%	6.6%	7.4%	-0.8%
American Eagle-Air Wisconsin	0	0	0	0.0%	0	313	(313)	-100.0%	0.0%	0.1%	-0.1%
American Eagle - Envoy	4,151	3,892	259	6.7%	10,945	10,276	669	6.5%	3.2%	3.1%	0.1%
American Eagle-Piedmont	7,689	1,505	6,184	410.9%	19,451	6,671	12,780	191.6%	5.6%	2.0%	3.6%
American Eagle-PSA	6,835	6,072	763	12.6%	16,399	17,387	(988)	-5.7%	4.8%	5.2%	-0.5%
American Eagle-Republic	0	6,079	(6,079)	-100.0%	0	14,869	(14,869)	-100.0%	0.0%	4.5%	-4.5%
American Eagle-TransStates	0	0	0	0.0%	0	197	(197)	-100.0%	0.0%	0.1%	-0.1%
Boutique Air	0	183	(183)	-100.0%	0	493	(493)	-100.0%	0.0%	0.1%	-0.1%
Cape Air	928	1,010	(82)	-8.1%	2,282	2,559	(277)	-10.8%	0.7%	0.8%	-0.1%
Delta	13,249	12,627	622	4.9%	32,792	34,539	(1,747)	-5.1%	9.5%	10.4%	-0.9%
Delta - Endeavor	121	1,209	(1,088)	100.0%	3,167	1,209	1,958	100.0%	0.9%	0.4%	0.6%
Delta - Go Jet	2,957	0	2,957	100.0%	8,771	180	8,591	4772.8%	2.5%	0.1%	2.5%
Delta - SkyWest	2,853	3,840	(987)	-25.7%	5,375	8,379	(3,004)	-35.9%	1.6%	2.5%	-1.0%
Frontier	3,892	0	3,892	100.0%	11,793	0	11,793	100.0%	3.4%	0.0%	3.4%
Jet Blue	7,991	8,236	(245)	-3.0%	22,555	23,187	(632)	-2.7%	6.5%	7.0%	-0.4%
One-Jet	0	698	(698)	-100.0%	0	978	(978)	-100.0%	0.0%	0.3%	-0.3%
Southwest	46,178	56,200	(10,022)	-17.8%	124,039	146,910	(22,871)	-15.6%	36.0%	44.1%	-8.2%
United	3,239	0	3,239	100.0%	9,572	1,175	8,397	714.6%	2.8%	0.4%	2.4%
United Express - Air Wisconsin	2,121	0	2,121	100.0%	6,665	0	6,665	100.0%	1.9%	0.0%	1.9%
United Exp-Commutair	7,859	8,854	(995)	-11.2%	18,674	20,992	(2,318)	-11.0%	5.4%	6.3%	-0.9%
United Exp-Express Jet	2,365	1,141	1,224	107.3%	5,501	4,724	777	16.4%	1.6%	1.4%	0.2%
United Exp-Mesa	44	0	44	100.0%	44	0	44	100.0%	0.0%	0.0%	0.0%
United Exp-Republic	29	0	29	100.0%	247	0	247	100.0%	0.1%	0.0%	0.1%
United Exp-SkyWest	922	3,173	(2,251)	-70.9%	972	7,197	(6,225)	-86.5%	0.3%	2.2%	-1.9%
United Exp-TransStates	0	1,557	(1,557)	-100.0%	0	5,794	(5,794)	-100.0%	0.0%	1.7%	-1.7%
Other - Charters	323	134	189	141.0%	638	252	386	153.2%	0.2%	0.1%	0.1%
Total	131,398	126,052	5,346	4.2%	344,780	332,915	11,865	3.6%	100.0%	100.0%	0.0%

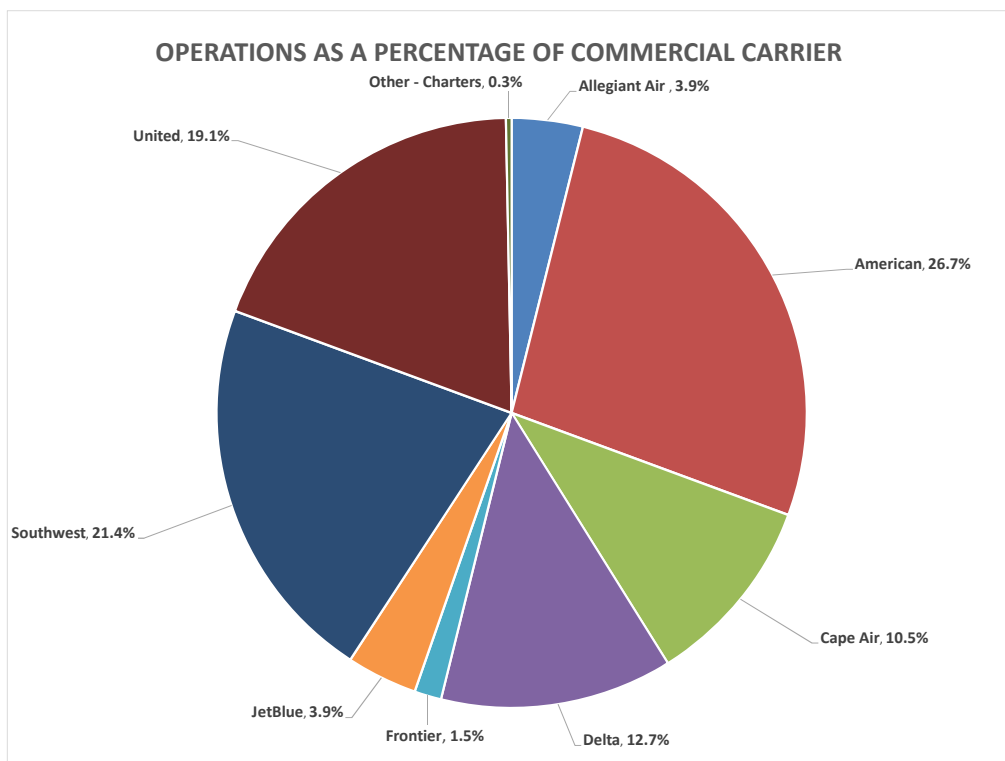
YTD Budget	YTD Actual	# Variance	% Variance
340,472	344,780	4,308	1.3%

Albany International Airport Aircraft Operations by Type For the three months ended March 31



Type	2019	2018	% Change	2017	2016
Passenger	9,216	9,452	-2.5%	9,486	9,394
Cargo	928	1,044	-11.1%	1,026	1,032
Charters & Corporate	836	1,041	-19.7%	511	698
Sub Total	10,980	11,537	-4.8%	11,023	11,124
General Aviation	2,378	2,482	-4.2%	2,736	2,965
Military	691	779	-11.3%	682	719
Total	14,049	14,798	-5.1%	14,441	14,808

Albany International Airport Operations Per Carrier For the three months ended March 31

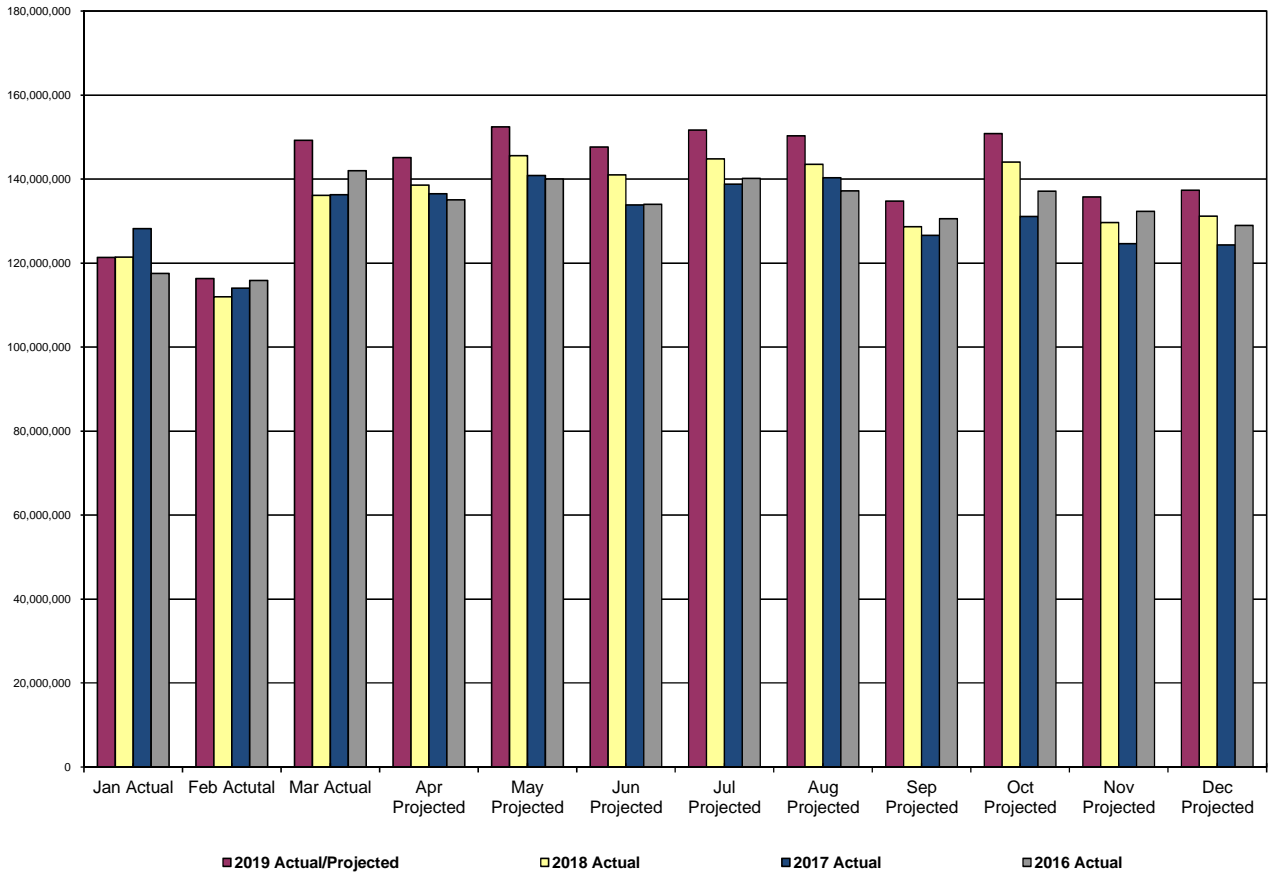


Carrier	# Sch.	Current Month			%	Year To Date			%	YTD Market Share		
		2019	2018	Change		2019	2018	Change		2019	2018	Change
Allegiant Air	184	184	0	184	100.0%	358	0	358	100.0%	3.3%	0.0%	3.3%
American	124	122	124	(2)	-1.6%	424	364	60	16.5%	3.9%	3.2%	0.7%
American - Air Wisconsin	0	0	0	0	0.0%	0	18	-18	-100.0%	0.0%	0.2%	-0.2%
American - Envoy	162	162	118	44	37.3%	418	348	70	20.1%	3.8%	3.0%	0.8%
American - Piedmont	350	346	72	274	380.6%	892	326	566	173.6%	8.1%	2.8%	5.3%
American - PSA	290	288	254	34	13.4%	728	780	-52	-6.7%	6.6%	6.8%	-0.2%
American - Republic Airways	0	0	204	(204)	-100.0%	0	494	-494	-100.0%	0.0%	4.3%	-4.3%
American - Skywest	0	0	0	0	0.0%	0	0	0	0.0%	0.0%	0.0%	0.0%
American - Trans States	0	0	0	0	0.0%	0	10	-10	-100.0%	0.0%	0.1%	-0.1%
Boutique Air	0	0	96	(96)	-100.0%	0	270	-270	-100.0%	0.0%	2.3%	-2.3%
Cape Air	362	362	336	26	7.7%	966	974	-8	-0.8%	8.8%	8.4%	0.4%
Delta	238	238	236	2	0.8%	568	676	-108	-16.0%	5.2%	5.9%	-0.7%
Delta - Endeavor	4	4	58	(54)	100.0%	108	60	48	100.0%	1.0%	0.5%	0.5%
Delta - Express Jet	0	0	0	0	0.0%	0	0	0	0.0%	0.0%	0.0%	0.0%
Delta - Go Jet	104	106	0	106	0.0%	310	4	306	7650.0%	2.8%	0.0%	2.8%
Delta-Republic	0	0	0	0	0.0%	0	0	0	0.0%	0.0%	0.0%	0.0%
Delta - Sky West	102	102	154	(52)	-33.8%	186	360	-174	-48.3%	1.7%	3.1%	-1.4%
Elite Airlines	0	0	0	0	0.0%	0	0	0	0.0%	0.0%	0.0%	0.0%
Frontier	48	46	0	46	100.0%	136	0	136	100.0%	1.2%	0.0%	1.2%
JetBlue	124	126	120	6	5.0%	358	350	8	2.3%	3.3%	3.0%	0.3%
One Jet	0	0	132	(132)	-100.0%	0	252	-252	-100.0%	0.0%	2.2%	-2.2%
Southwest	766	766	862	(96)	-11.1%	1,970	2,268	-298	-13.1%	17.9%	19.7%	-1.8%
United	60	60	0	60	0.0%	184	24	160	666.7%	1.7%	0.2%	1.5%
United Air Wisconsin	96	96	0	96	100.0%	302	0	302	100.0%	2.8%	0.0%	2.8%
United - Commut Air	382	382	424	(42)	-9.9%	904	1,080	-176	-16.3%	8.2%	9.4%	-1.2%
United - Express Jet	130	124	60	64	106.7%	316	246	70	28.5%	2.9%	2.1%	0.8%
United - Go Jet	0	0	0	0	0.0%	0	0	0	0.0%	0.0%	0.0%	0.0%
United - Mesa	2	2	0	2	100.0%	4	0	4	100.0%	0.0%	0.0%	0.0%
United - Republic Airways	2	2	0	2	100.0%	14	0	14	100.0%	0.1%	0.0%	0.1%
United - SkyWest	42	40	110	(70)	-63.6%	42	266	-224	-84.2%	0.4%	2.3%	-1.9%
United - Trans States	0	0	74	(74)	-100.0%	0	274	-274	-100.0%	0.0%	2.4%	-2.4%
Other - Charters	16	16	4	12	100.0%	28	8	20	100.0%	0.3%	0.1%	0.2%
Subtotal	3,588	3,574	3,438	136	4.0%	9,216	9,452	-236	-2.5%	83.9%	81.9%	2.0%

DHL - Ameriflight, Inc.	46	42	4	9.5%	132	128	4	3.1%	1.2%	1.1%	0.1%
Federal Express	44	48	(4)	-8.3%	130	130	0	0.0%	1.2%	1.1%	0.1%
Federal Express - Wiggins Airways	142	186	(44)	-23.7%	506	552	-46	-8.3%	4.6%	4.8%	-0.2%
United Parcel Service	80	82	(2)	-2.4%	160	234	-74	-31.6%	1.5%	2.0%	-0.5%
Subtotal	312	358	(46)	-12.8%	928	1,044	-116	-11.1%	8.5%	9.0%	-0.5%

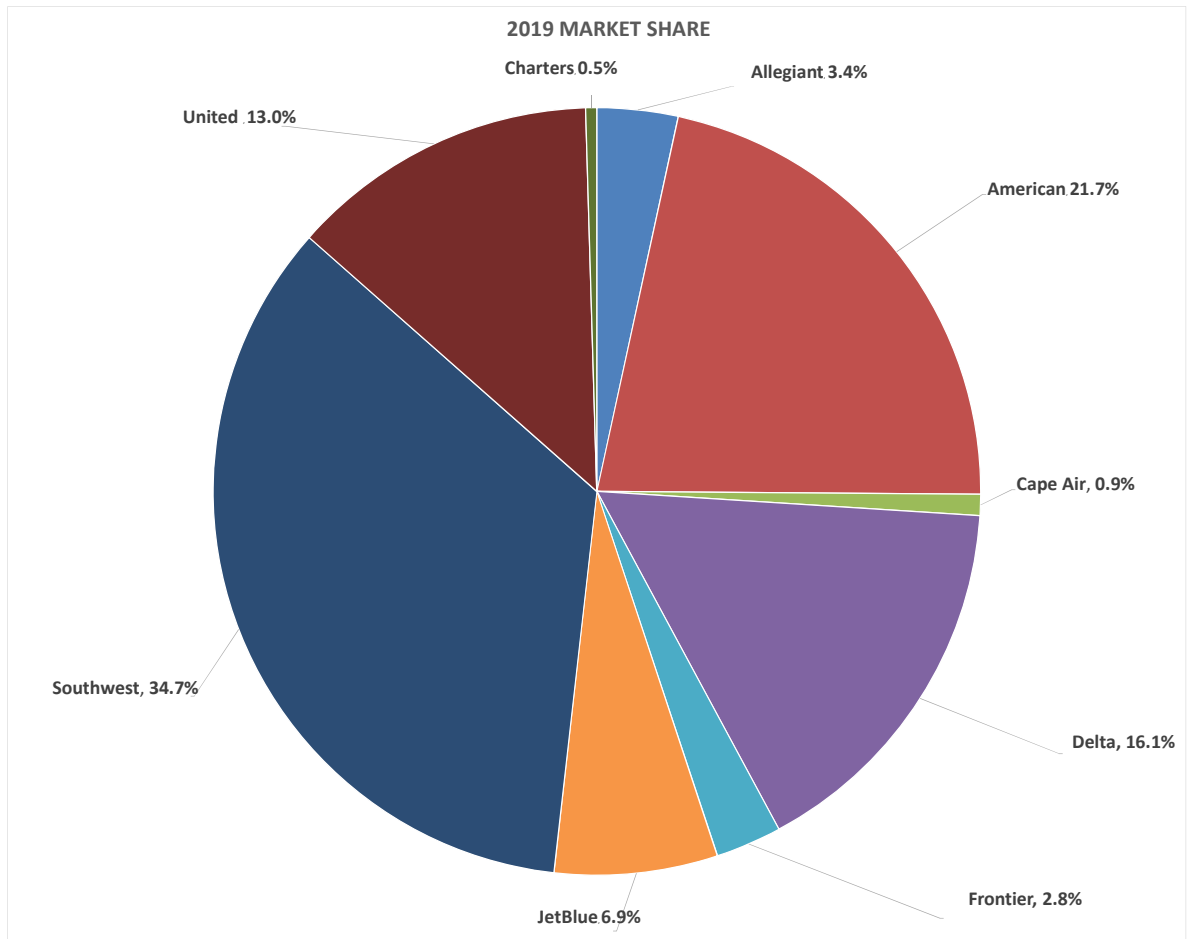
Charter, Corporate & Diversions	246	594	(348)	-58.6%	836	1,041	-205	-19.7%	7.6%	9.0%	-1.4%
Total	4,132	4,390	(258)	-5.9%	10,980	11,537	-557	-4.8%	100.0%	100.0%	0.0%

Albany International Airport Landed Weights 2016 - 2019 For the three months ended March 31



		2019	2019 Budget	2019 Variance	2018	2019 vs. 2018	2017	2016
January	(Actual)	121,373,829	125,515,413	(4,141,584)	121,408,632	0.0%	128,222,843	117,525,483
February	(Actual)	116,327,437	115,761,286	566,151	111,973,654	3.9%	114,046,534	115,840,308
March	(ACTUAL)	149,236,574	140,696,948	8,539,626	136,093,437	9.7%	136,249,073	142,019,773
April	(Projected)	145,142,260	143,280,167	1,862,093	138,592,135	4.7%	136,505,291	135,028,314
May	(Projected)	152,427,637	150,472,077	1,955,560	145,548,731	4.7%	140,846,914	139,980,749
June	(Projected)	147,633,122	145,739,073	1,894,049	140,970,587	4.7%	133,835,433	133,960,121
July	(Projected)	151,657,347	149,711,669	1,945,678	144,813,203	4.7%	138,796,395	140,184,045
August	(Projected)	150,268,484	148,340,625	1,927,859	143,487,018	4.7%	140,343,697	137,206,202
September	(Projected)	134,746,297	133,017,578	1,728,719	128,665,331	4.7%	126,632,991	130,566,058
October	(Projected)	150,845,463	148,910,201	1,935,262	144,037,958	4.7%	131,118,304	137,092,985
November	(Projected)	135,755,066	134,013,405	1,741,661	129,628,576	4.7%	124,636,868	132,288,190
December	(Projected)	137,366,897	135,604,558	1,762,339	131,167,667	4.7%	124,327,179	128,999,178
Total		1,692,780,413	1,671,063,000	21,717,413	1,616,386,930	4.7%	1,575,561,523	1,590,691,408
YTD Landed Weight		386,937,840	381,973,647	4,964,193	369,475,723	4.7%	378,518,450	375,385,565

Albany International Airport Landed Weights Per Carrier For the three months ended March 31



Carrier	Current Month		#	%	Year To Date		#	%	YTD Market Share		%
	2019	2018			2019	2018			2019	2018	
Allegiant	12,759,197	0	12,759,197	100.0%	24,859,218	0	24,859,218	100.0%	6.4%	0.0%	6.4%
American	8,399,701	9,673,201	(1,273,500)	-13.2%	29,302,606	26,864,009	2,438,597	9.1%	7.6%	7.3%	0.3%
American Eagle	20,614,203	21,360,604	(746,401)	-3.5%	52,096,006	61,962,691	(9,866,685)	-15.9%	13.5%	16.8%	-3.3%
Boutique Air	0	476,161	(476,161)	-100.0%	0	1,339,202	(1,339,202)	-100.0%	0.0%	0.4%	-0.4%
Cape Air	1,239,851	1,150,799	89,052	7.7%	3,308,549	3,335,949	(27,400)	-0.8%	0.9%	0.9%	0.0%
Delta	15,686,000	14,661,502	1,024,498	7.0%	38,526,501	42,102,105	(3,575,604)	-8.5%	10.0%	11.4%	-1.4%
Delta Connection	7,563,701	5,796,898	1,766,804	30.5%	21,940,307	10,866,997	11,073,310	101.9%	5.7%	2.9%	2.7%
Frontier	3,534,432	0	3,534,432	100.0%	10,431,780	0	10,431,780	100.0%	2.7%	0.0%	2.7%
JetBlue	8,987,776	8,531,880	455,896	5.3%	25,767,137	24,884,649	882,489	3.5%	6.7%	6.7%	-0.1%
One Jet	0	2,165,024	(2,165,024)	-100.0%	0	3,107,017	(3,107,017)	-100.0%	0.0%	0.8%	-0.8%
Southwest	50,651,200	56,662,799	(6,011,599)	-10.6%	130,127,200	150,406,000	(20,278,800)	-13.5%	33.6%	40.7%	-7.1%
United	4,287,848	0	4,287,848	100.0%	13,215,054	1,712,180	11,502,874	671.8%	3.4%	0.5%	3.0%
United Expresses	14,485,066	15,366,571	(881,505)	-5.7%	35,593,481	42,398,925	(6,805,444)	-16.1%	9.2%	11.5%	-2.3%
Charters/Diversions	1,027,599	248,000	779,599	314.4%	1,770,000	496,000	1,274,000	256.9%	0.5%	0.1%	0.3%
Total	149,236,574	136,093,437	13,143,137	9.7%	386,937,840	369,475,723	17,462,117	4.7%	100.0%	100.0%	0.0%

149,236,574.00
0.309835076

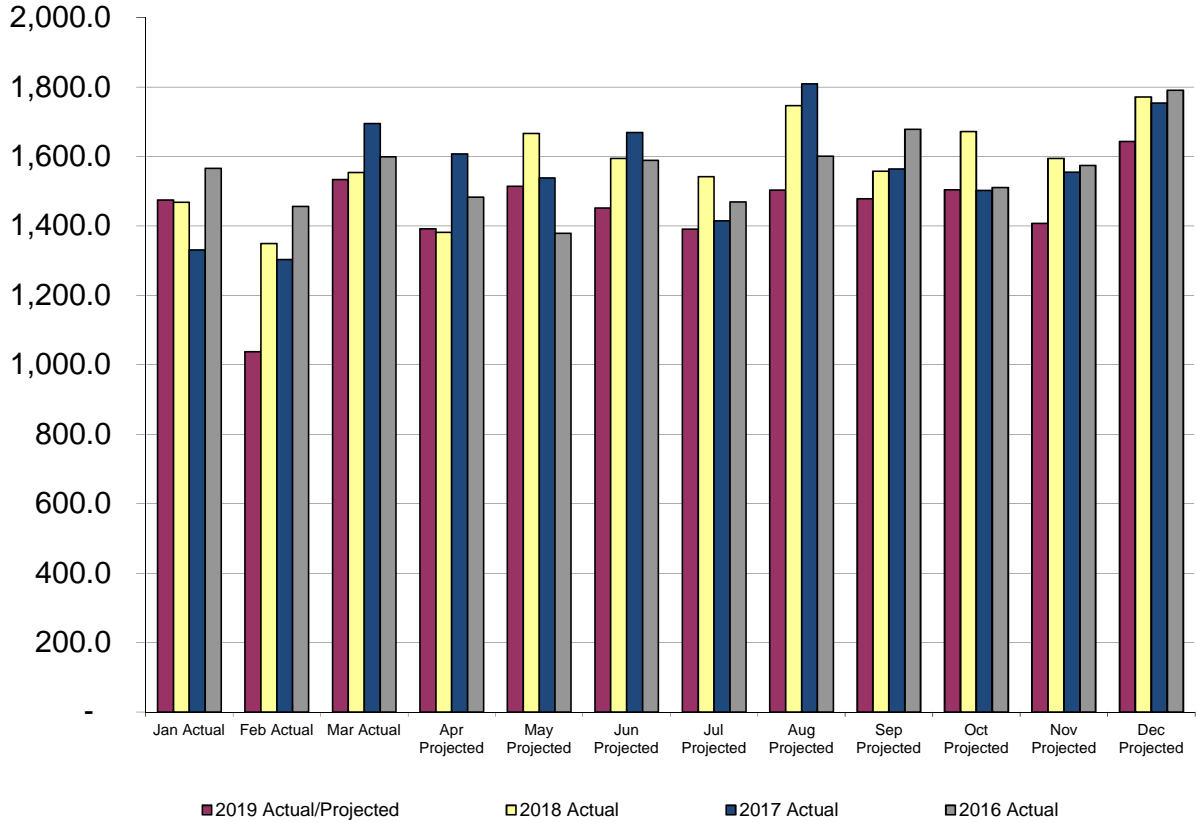
YTD Budget	YTD Actual	# Variance	% Variance
381,973,647	386,937,840	4,964,193	1.3%

Albany International Airport Cargo, Mail & Express Handled by Carrier For the three months ended March 31 (In Tons)

	CARGO		19 vs. 18	MAIL & EXPRESS		19 vs. 18
	2019	2018	% Change	2019	2018	% Change
January	926.34	906.25	2.2%	547.91	561.55	-2.4%
February	540.45	867.99	-37.7%	496.76	481.10	3.3%
March	939.26	985.47	-4.7%	594.27	568.51	4.5%
April		871.82	-100.0%		509.85	-100.0%
May		1,011.26	-100.0%		655.23	-100.0%
June		970.52	-100.0%		624.09	-100.0%
July		940.60	-100.0%		600.88	-100.0%
August		1,039.71	-100.0%		706.45	-100.0%
September		925.13	-100.0%		632.21	-100.0%
October		1,023.92	-100.0%		647.75	-100.0%
November		976.95	-100.0%		617.48	-100.0%
December		928.31	-100.0%		842.98	-100.0%
Total	2,406.05	2,759.71	-12.8%	1,638.94	1,611.16	1.7%
Total Fiscal Year		12,039.20			6,700.28	

Carrier	Cargo, Mail & Express		19 vs. 18	Cargo, Mail & Express	
	2019	2018	% Change	2017	2016
American	0.15	1.34	-89.1%	13.05	12.74
American - Air Wisconsin	0.00	0.08	-100.0%	0.20	1.69
American - Envoy	0.18	0.56	-67.4%	0.00	0.59
American - Piedmont	6.58	0.52	1167.9%	0.29	0.36
American - PSA	5.13	3.25	57.9%	0.00	0.00
American - Republic Airways	0.00	0.00	0.0%	0.01	0.01
American - Skywest	0.00	0.00	0.0%	0.02	0.00
American - Trans States	0.00	0.00	0.0%	0.00	0.00
Delta	21.20	27.45	-22.8%	20.16	22.98
Southwest	103.80	81.75	27.0%	96.16	143.27
United	1.34	0.08	1654.2%	8.40	0.00
Airline Subtotal	138.38	115.01	20.3%	138.28	181.64
DHL - Ameriflight, Inc.	108.23	125.80	-14.0%	226.62	106.00
Federal Express	1,919.92	2,215.69	-13.3%	2,218.35	2,515.32
Federal Express - Wiggins Airways	188.85	226.05	-16.5%	239.70	261.02
United Parcel Serv	1,689.63	1,688.32	0.1%	1,505.62	1,555.38
Subtotal Cargo	3,906.62	4,255.86	-8.2%	4,190.29	4,437.72
Total	4,044.99	4,370.87	-7.5%	4,328.57	4,619.36
Total Fiscal Year		18,739.48		18,692.11	19,372.93

Albany International Airport Cargo, Mail & Express 2016 - 2019 For the three months ended March 31



(In tons)		2019	Budget 2019	# Variance	% Variance	2018	2019 vs. 2018	2017	2016
January	(Actual)	1,474.3	1,461.6	12.7	0.9%	1,467.8	0.4%	1,330.9	1,565.4
February	(Actual)	1,037.2	1,364.6	(327.4)	-24.0%	1,349.1	-23.1%	1,303.2	1,455.6
March	(ACTUAL)	1,533.5	1,561.7	(28.1)	-1.8%	1,554.0	-1.3%	1,694.5	1,598.4
April	(Projected)	1,391.1	1,509.0	(117.9)	-7.8%	1,381.7	0.7%	1,607.6	1,482.5
May	(Projected)	1,514.1	1,642.5	(128.3)	-7.8%	1,666.5	-9.1%	1,537.5	1,379.0
June	(Projected)	1,451.2	1,574.3	(123.0)	-7.8%	1,594.6	-9.0%	1,669.2	1,588.9
July	(Projected)	1,390.9	1,508.9	(117.9)	-7.8%	1,541.5	-9.8%	1,414.4	1,468.6
August	(Projected)	1,502.9	1,630.3	(127.4)	-7.8%	1,746.2	-13.9%	1,808.9	1,601.0
September	(Projected)	1,478.4	1,603.7	(125.3)	-7.8%	1,557.3	-5.1%	1,563.4	1,677.6
October	(Projected)	1,503.9	1,631.4	(127.5)	-7.8%	1,671.7	-10.0%	1,502.2	1,510.3
November	(Projected)	1,406.9	1,526.2	(119.3)	-7.8%	1,594.4	-11.8%	1,554.4	1,574.1
December	(Projected)	1,642.8	1,782.0	(139.2)	-7.8%	1,771.3	-7.3%	1,753.3	1,790.7
		17,327.2	18,796.0	(1,468.8)	-7.8%	18,896.0	-8.3%	18,739.5	18,692.1
YTD Cargo, Mail, & Express		4,045.0	4,387.9	(342.9)	-7.8%	4,370.9	-7.5%	4,328.6	4,619.4

***** UNAUDITED - FOR INTERNAL REVIEW*****



Airport Revenues

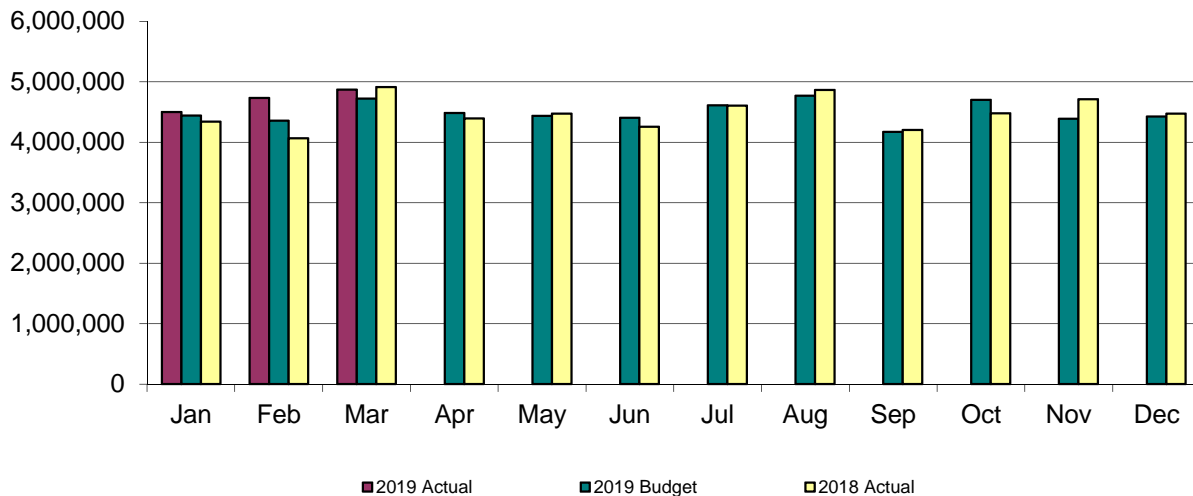
ALBANY COUNTY AIRPORT AUTHORITY
For the Three Months Ending Sunday, March 31, 2019

	2019	March 2019				March 2018 Actual	2019 Actual/ Prior Year Variance %
	Adopted FY Budget	Budget YTD	Actual YTD	Variance YTD	Variance %		
AIRLINE REVENUES							
COMMERCIAL							
Landing Fees	\$5,619,263	\$1,284,458	\$1,306,491	\$22,033	1.72%	\$1,236,666	5.65%
Airline Apron Fees	749,370	188,627	199,675	11,048	5.86%	176,137	13.36%
Glycol Disposal Fee	360,052	215,772	229,846	14,073	6.52%	290,005	-20.74%
CARGO							
Landing Fee	581,234	139,086	138,567	(519)	-0.37%	138,759	-0.14%
TERMINAL							
Loading Bridges	562,011	140,503	172,928	32,425	23.08%	149,780	15.46%
Space Rental	5,900,535	1,475,134	1,546,870	71,736	4.86%	1,465,470	5.55%
FBO							
Into Plane Fees	666,474	151,335	162,785	11,450	7.57%	159,485	2.07%
Fuel Farm Fee	626,337	163,671	157,968	(5,703)	-3.48%	157,361	0.39%
TOTAL AIRLINE REVENUES	15,065,276	3,758,586	3,915,129	156,543	4.16%	3,773,662	3.75%
NON-AIRLINE REVENUES							
AIRFIELD							
Gen Aviation Landing Fees	276,222	56,540	52,995	(3,545)	-6.27%	52,284	1.36%
Aircraft Parking Fees	206,657	30,922	30,294	(628)	-2.03%	27,857	8.75%
Tenant Maintenance	35,000	16,482	26,001	9,519	57.75%	28,246	-7.95%
Total Airfield	517,879	103,944	109,290	5,346	5.14%	108,387	0.83%
TERMINAL							
FIS Facility Use Fee	0	0	0	0	0.00%	1,520	-100.00%
Utility Reimbursement	24,000	5,820	6,407	588	10.10%	6,512	-1.60%
Tenant Maintenance	25,000	2,815	(1,670)	(4,485)	-159.34%	6,333	-126.37%
Space Rent - Non Airline	737,745	183,113	183,275	162	0.09%	179,477	2.12%
Food & Beverage	1,000,812	231,208	284,902	53,694	23.22%	221,978	28.35%
Retail	887,626	193,294	205,514	12,220	6.32%	184,005	11.69%
Advertising	300,000	67,224	83,552	16,328	24.29%	69,342	20.49%
Foreign Currency	26,600	6,650	6,650	0	0.00%	6,650	0.00%
Payphones	2,141	616	364	(253)	-41.01%	519	-29.97%
ATM	36,803	9,175	8,258	(918)	-10.00%	8,742	-5.54%
Museum Shop	256,092	46,562	42,233	(4,329)	-9.30%	43,993	-4.00%
Operating Permits	212,385	46,091	62,466	16,375	35.53%	41,590	50.19%
Vending Machines	33,215	8,043	7,688	(355)	-4.41%	8,028	-4.23%
Baggage Cart Rentals	7,000	1,750	2,670	920	52.58%	1,750	52.58%
Total Terminal	3,549,419	802,362	892,308	89,947	11.21%	780,439	14.33%
GROUND TRANSPORTATION							
Parking	15,283,333	4,086,547	4,227,598	141,051	3.45%	4,007,759	5.49%
Rental Cars	5,177,978	799,514	809,821	10,307	1.29%	776,414	4.30%
Access Fees	330,970	114,237	111,385	(2,852)	-2.50%	105,792	5.29%
TNCs	200,000	50,000	73,998	23,998	48.00%	24,678	199.85%
Garage Space Rent	89,765	22,441	22,503	61	0.27%	21,786	3.29%
Total Ground Transportation	21,082,046	5,072,738	5,245,305	172,567	3.40%	4,936,430	6.26%

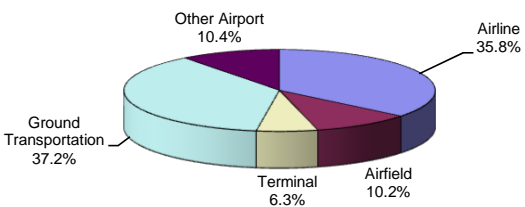
ALBANY COUNTY AIRPORT AUTHORITY
For the Three Months Ending Sunday, March 31, 2019

	2019	March 2019			March 2018 Actual	2019 Actual/ Prior Year Variance %
	Adopted FY Budget	Budget YTD	Actual YTD	Variance YTD		
OTHER AIRPORT						
Telephone System -	71,000	18,399	17,671	(728)	-3.96%	17,756 -0.47%
Building Rental	110,882	45,469	44,433	(1,036)	-2.28%	32,816 35.40%
Control Tower Rental	665,776	166,444	166,444	0	0.00%	166,444 0.00%
Air Cargo Facility	922,420	236,784	234,029	(2,755)	-1.16%	224,294 4.34%
State Executive Hangar	1,247,083	311,771	311,771	0	0.00%	311,771 0.00%
T Hangars	100,328	25,082	25,729	647	2.58%	25,082 2.58%
Tie Downs	4,176	1,044	1,065	21	1.97%	1,044 1.97%
AV Gas Fuel Sales	41,068	7,399	5,358	(2,041)	-27.59%	4,922 8.86%
FBO Properties	387,384	129,627	96,093	(33,534)	-25.87%	121,645 -21.01%
Industrial Park	568,282	140,980	140,741	(239)	-0.17%	134,345 4.76%
Land Rental	314,289	78,746	88,497	9,751	12.38%	78,431 12.84%
Eclipse Hangar	331,373	82,792	83,101	309	0.37%	10,297 707.05%
Hangar Rental	526,833	132,705	127,068	(5,637)	-4.25%	123,327 3.03%
Internet and Cable Access	7,680	1,920	1,920	0	0.00%	2,800 -31.43%
Fingerprinting	26,000	6,500	7,282	781	12.02%	6,564 10.93%
Tenant Maintenance	1,000	250	889	639	255.45%	0 0.00%
Purchasing Proposals	5,000	1,250	450	(800)	-64.00%	265 69.81%
Ebay/Scrap/Equipment	15,000	3,750	1,996	(1,754)	-46.77%	2,194 -9.04%
Utility Reimbursement	170,000	64,041	64,954	913	1.43%	58,986 10.12%
Reimb of Property Taxes	42,883	21,442	17,189	(4,252)	-19.83%	20,386 -15.68%
Other	70,000	17,500	12,712	(4,788)	-27.36%	15,755 -19.32%
Total Other Airport	5,628,458	1,493,894	1,449,389	(44,505)	-2.98%	1,359,124 6.64%
TOTAL NON AIRLINE REVENUES	30,777,801	7,472,939	7,696,292	223,354	2.99%	7,184,379 7.13%
TOTAL REVENUES	45,843,078	11,231,525	11,611,422	379,897	3.38%	10,958,041 5.96%

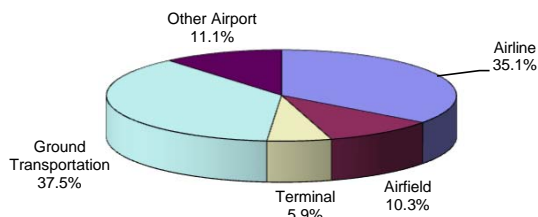
Albany International Airport Operating Revenue For the three months ended March 31



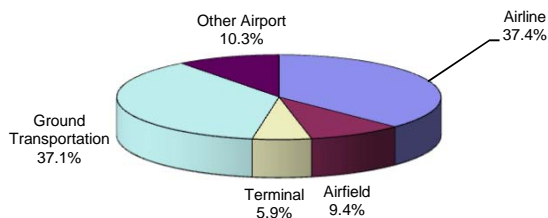
YTD 2019 Actual



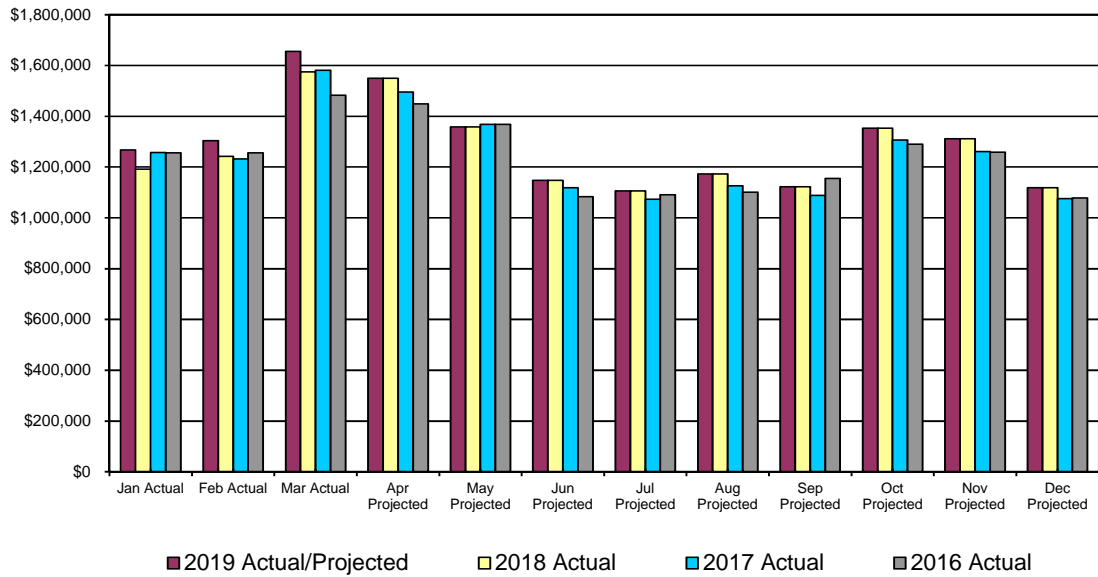
YTD 2019 Budget



YTD 2018 Actual



Albany International Airport Public Parking Revenues 2016-2019 For the three months ended March 31

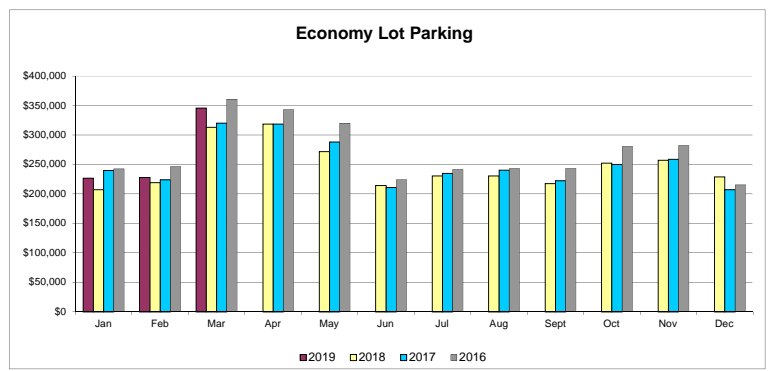
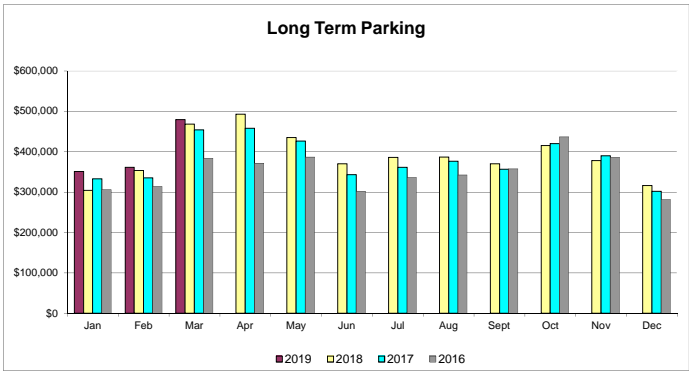
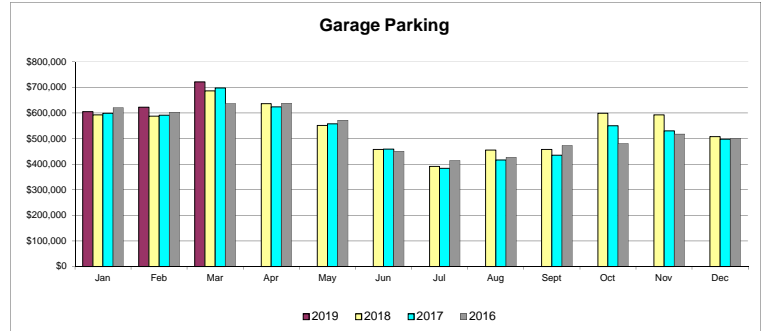
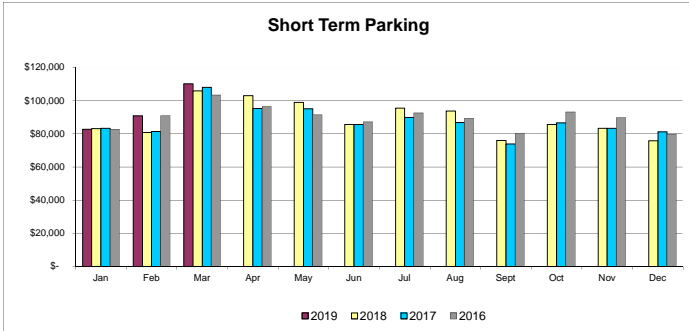


YTD Revenues	2019	% of Total Revenues	2018	2019 vs. 2018	2017	2016
Cash	\$390,475	9.2%	\$379,333	2.9%	\$424,206	\$458,982
Credit Cards	1,143,721	27.1%	519,351	120.2%	655,641	571,148
Express Credit Card Machine	1,600,459	37.9%	2,035,469	-21.4%	1,904,912	1,948,803
Express EZ Pass	905,226	21.4%	942,950	-4.0%	948,639	883,028
EZ Pass	181,450	4.3%	124,205	46.1%	130,208	124,474
Misc Parking Revenue (*)	6,267	0.1%	6,451	-2.9%	7,765	8,333
Total Rev handled at the Parking Location	\$4,227,598	100.0%	\$4,007,759	141.0%	\$4,071,370	\$3,994,768

(*) Employee Parking, Over/Short, and adjustments

	2019	2019 Budget	2019 Variance	2018	2019 vs. 2018	2017	2016
January (Actual)	\$1,267,193	\$1,253,225	\$13,968	\$1,191,119	6.4%	\$1,257,733	\$1,255,963
February (Actual)	1,304,356	1,263,036	41,320	1,241,645	5.1%	1,232,330	1,255,458
March (ACTUAL)	1,656,049	1,570,286	85,763	1,574,995	5.1%	1,581,307	1,483,347
April (Projected)	1,550,273	1,521,748	28,525	1,550,273	0.0%	1,495,565	1,449,407
May (Projected)	1,358,290	1,386,547	(28,257)	1,358,290	0.0%	1,368,602	1,368,289
June (Projected)	1,147,240	1,133,472	13,768	1,147,240	0.0%	1,118,414	1,083,242
July (Projected)	1,106,181	1,107,479	(1,298)	1,106,181	0.0%	1,073,350	1,091,119
August (Projected)	1,173,263	1,151,398	21,865	1,173,263	0.0%	1,125,907	1,101,308
September (Projected)	1,122,276	1,139,091	(16,815)	1,122,276	0.0%	1,088,340	1,155,036
October (Projected)	1,353,320	1,337,356	15,964	1,353,320	0.0%	1,306,746	1,290,474
November (Projected)	1,310,935	1,303,496	7,439	1,310,935	0.0%	1,260,873	1,258,315
December (Projected)	1,118,544	1,116,198	2,346	1,118,544	0.0%	1,076,105	1,078,518
Total	\$15,810,851	\$15,283,333	\$184,588	\$15,248,081	3.7%	\$14,985,272	\$14,870,476
YTD Revenues	\$4,227,598	\$4,086,547	\$141,051	\$4,007,759	5.5%	\$4,071,370	\$3,994,768
YTD Enplanements	344,780	340,472	4,308	332,915	3.6%	328,100	324,942
Revenue Per Enplanement:	\$12.26	\$12.00	\$0.26	\$12.04	1.8%	\$12.41	\$12.29

Albany International Airport Public Parking by Parking Lots 2016-2019 For the three months ended March 31



Current Month

	2019	2019 Budget	2019 Variance	2018	2019 vs. 2018	2017	2016
Short Term	\$ 110,128	\$ 107,424	\$ 2,704	\$ 105,942	4.0%	\$ 108,099	\$ 103,412
Long Term	479,618	441,903	37,715	468,419	2.4%	453,708	383,764
Garage	721,200	683,762	37,438	686,771	5.0%	697,868	635,981
E Lot	345,487	336,341	9,146	313,112	10.3%	319,949	360,879
Employee Parking	1,453	856	597	955	52.1%	1,089	487
Customer Adjustments	(704)	0	(704)	(256)	175.0%	370	(94)
Short/Over	(1,133)	0	(1,133)	52	-2278.8%	224	(1,082)
Total	\$ 1,656,049	\$ 1,570,286	\$ 85,763	\$ 1,574,995	5.1%	\$ 1,581,307	\$ 1,483,347

YTD Revenues

	2019	2019 Budget	2019 Variance	2018	2019 vs. 2018	2017	2016
Short Term	\$ 283,611	\$ 277,423	\$ 6,188	\$ 269,901	5.1%	\$ 272,741	\$ 277,185
Long Term	1,192,208	1,099,998	92,210	1,126,004	5.9%	1,121,259	1,003,398
Garage	1,948,812	1,899,570	49,242	1,867,788	4.3%	1,887,980	1,857,753
E Lot	799,558	802,947	(3,389)	739,453	8.1%	783,734	849,644
Employee Parking	5,538	6,609	(1,071)	6,104	-9.3%	6,401	7,025
Customer Adjustments	(496)	0	(496)	(1,684)	-70.5%	(511)	93
Short/Over	(1,633)	0	(1,633)	193	-946.1%	(234)	(330)
Total	\$ 4,227,598	\$ 4,086,547	\$ 141,051	\$ 4,007,759	5.5%	\$ 4,071,370	\$ 3,994,768

Parking Activity 2019

Monthly Totals

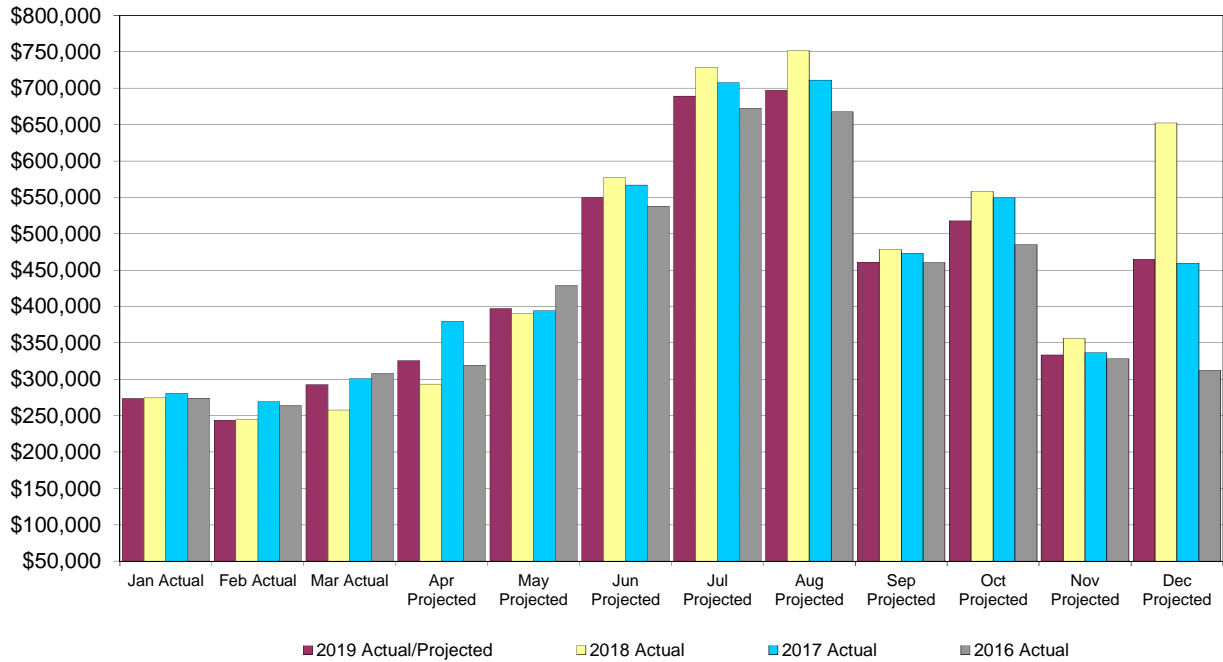
	SHORT TERM / LOT A				GARAGE				LONG TERM / LOT D				ECONOMY / LOT E				Total
	#	\$	\$/#	%	#	\$	\$/#	%	#	\$	\$/#	%	#	\$	\$/#	%	\$
January	20,887	\$82,689	\$3.96	6.5%	11,539	\$604,822	\$52.42	47.8%	8,748	\$351,086	\$40.13	27.8%	5,695	\$226,529	\$39.78	17.9%	\$1,265,126
February	17,919	\$90,794	\$5.07	7.0%	11,268	\$622,790	\$55.27	47.8%	9,848	\$361,504	\$36.71	27.8%	6,376	\$227,542	\$35.69	17.5%	\$1,302,630
March	23,766	\$110,128	\$4.63	6.6%	13,265	\$721,200	\$54.37	43.5%	12,653	\$479,618	\$37.91	29.0%	9,490	\$345,487	\$36.41	20.9%	\$1,656,433
April																	
May																	
June																	
July																	
August																	
September																	
October																	
November																	
December																	
Total	62,572	\$283,611	\$4.53	6.7%	36,072	\$1,948,812	\$54.03	46.1%	31,249	\$1,192,208	\$38.15	28.2%	21,561	\$799,558	\$37.08	18.9%	\$4,224,189

Parking Activity 2019

Cummulative Totals

	SHORT TERM / LOT A				GARAGE				LONG TERM / LOT D				ECONOMY / LOT E				Total
	#	\$	\$/#	%	#	\$	\$/#	%	#	\$	\$/#	%	#	\$	\$/#	%	\$
January	20,887	\$82,689	\$3.96	6.5%	11,539	\$604,822	\$52.42	47.8%	8,748	\$351,086	\$40.13	27.8%	5,695	\$226,529	\$39.78	17.9%	\$1,265,126
February	38,806	\$173,483	\$4.47	6.8%	22,807	\$1,227,612	\$53.83	47.8%	18,596	\$712,590	\$38.32	27.8%	12,071	\$454,071	\$37.62	17.7%	\$2,567,756
March	62,572	\$283,611	\$4.53	6.7%	36,072	\$1,948,812	\$54.03	46.1%	31,249	\$1,192,208	\$38.15	28.2%	21,561	\$799,558	\$37.08	18.9%	\$4,224,189
April																	
May																	
June																	
July																	
August																	
September																	
October																	
November																	
December																	

Albany International Airport Rental Car Revenues 2016-2019 For the three months ended March 31

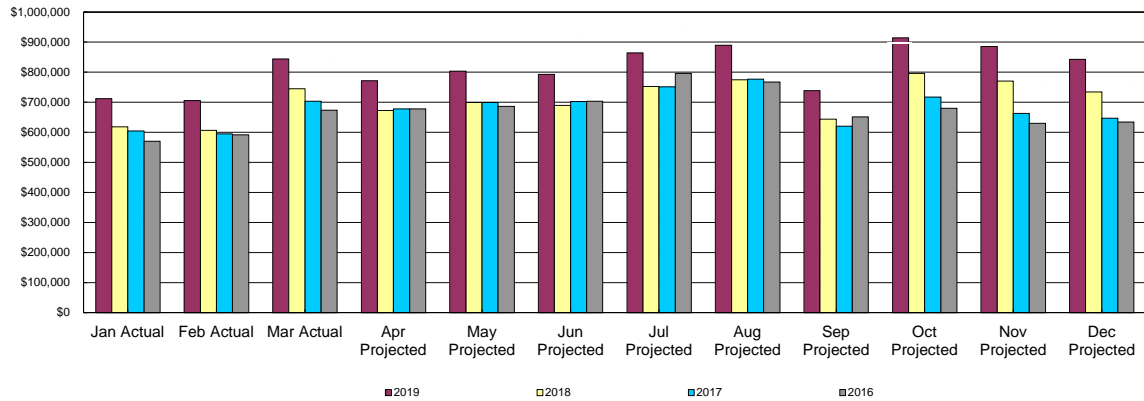


YTD Revenues		2019	2019 Budget	2019 Variance	2018	2019 vs. 2018	2017	2016
On Airport Rental Car Rev		\$775,145	\$776,493	(\$1,348)	\$748,366	\$26,779	\$823,154	\$824,731
Off Airport Rental Car Rev		34,676	23,020	11,655	28,047	6,628	27,332	21,229
Total YTD		\$809,821	\$799,514	\$10,307	\$776,414	\$33,407	\$850,484	\$845,958
		2019	2019 Budget	2019 Variance	2018	2019 vs. 2018	2017	2016
January (Actual)		\$273,534	\$267,859	\$5,675	\$274,396	-0.3%	\$280,610	\$274,115
February (Actual)		243,850	251,570	(7,720)	244,464	-0.3%	269,050	263,953
March (ACTUAL)		292,437	280,085	12,352	257,554	13.5%	300,825	307,890
April (Projected)		325,407	321,266	4,142	293,529	10.9%	379,319	319,224
May (Projected)		397,090	392,036	5,054	390,188	1.8%	394,053	428,748
June (Projected)		549,584	542,589	6,995	577,170	-4.8%	566,799	537,901
July (Projected)		689,033	680,263	8,770	728,505	-5.4%	707,627	672,335
August (Projected)		697,033	688,162	8,872	751,410	-7.2%	711,095	667,716
September (Projected)		460,869	455,003	5,866	478,515	-3.7%	473,049	460,324
October (Projected)		517,733	511,144	6,589	557,914	-7.2%	549,416	484,966
November (Projected)		333,212	328,971	4,241	356,094	-6.4%	336,262	328,000
December (Projected)		464,949	459,032	5,918	652,180	-28.7%	459,637	312,090
Total		5,244,731	\$5,177,978	\$66,753	5,561,921	-5.7%	\$5,427,741	\$5,057,262

YTD Revenues	\$809,821	\$799,514	\$10,307	\$776,414	4.3%	\$850,484	\$845,958
YTD Enplanements	344,780	340,472	4,308	332,915	3.6%	328,100	324,942
Revenue Per Enplanement:	\$2.35	\$2.35	\$0.00	\$2.33	0.9%	\$2.59	\$2.60

Albany International Airport Food & Beverage Sales & Revenues 2016-2019 For the three months ended March 31

Gross Food & Beverage Sales



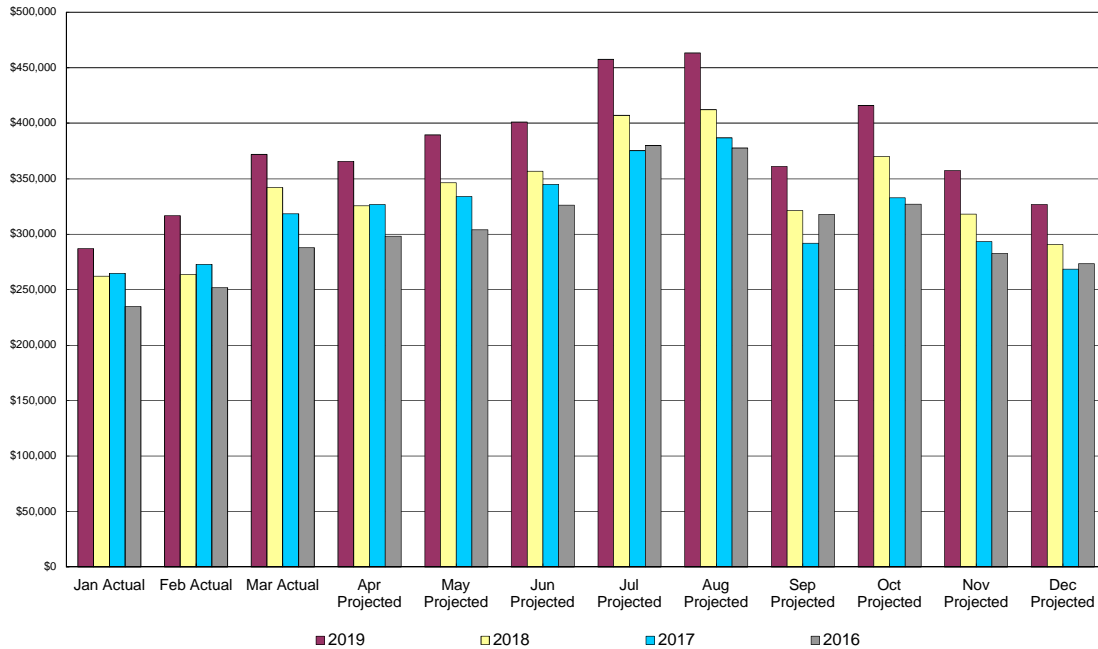
Sales per Enplanement:		Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	YTD
2019	HMS Host	\$4.33	\$4.45	\$4.43										\$4.40
	OHM	\$2.35	\$2.16	\$1.99										\$2.17
	Total 2019	\$6.68	\$6.61	\$6.42	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6.57
Sales per Enplanement:		Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	YTD
2018	McDonalds	\$1.11	\$1.10	\$1.33	\$1.23	\$1.21	\$1.21	\$1.23	\$1.25	\$1.23	\$1.08	\$0.93	\$0.94	\$1.18
	HMS Host	\$4.11	\$4.14	\$4.48	\$4.13	\$4.21	\$4.11	\$4.01	\$4.11	\$4.27	\$4.06	\$3.79	\$3.66	\$4.24
	Greenleaf's	\$0.28	\$0.25	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.18
	OHM	\$0.00	\$0.00	\$0.10	\$0.21	\$0.21	\$0.23	\$0.24	\$0.23	\$0.19	\$0.86	\$1.73	\$1.71	\$0.03
	Villa	\$0.44	\$0.41	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.28
	Total 2018	\$5.94	\$5.90	\$5.91	\$5.57	\$5.63	\$5.55	\$5.48	\$5.59	\$5.69	\$6.00	\$6.45	\$6.30	\$5.92
Sales per Enplanement:		Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	YTD
2017	McDonalds	\$1.06	\$1.05	\$1.00	\$1.01	\$0.96	\$0.97	\$0.95	\$0.97	\$0.94	\$0.91	\$1.01	\$1.04	\$1.04
	HMS Host	\$3.78	\$3.81	\$3.94	\$3.72	\$3.96	\$4.02	\$3.75	\$3.81	\$3.81	\$3.92	\$4.00	\$4.26	\$3.84
	Greenleaf's	\$0.38	\$0.45	\$0.46	\$0.45	\$0.40	\$0.39	\$0.44	\$0.43	\$0.37	\$0.35	\$0.30	\$0.26	\$0.43
	Villa	\$0.47	\$0.51	\$0.47	\$0.49	\$0.48	\$0.47	\$0.54	\$0.54	\$0.46	\$0.45	\$0.41	\$0.44	\$0.48
	Total 2017	\$5.69	\$5.82	\$5.88	\$5.67	\$5.80	\$5.84	\$5.69	\$5.74	\$5.58	\$5.64	\$5.73	\$6.00	\$5.80
Sales per Enplanement:		Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	YTD
2016	McDonalds	\$0.96	\$0.98	\$0.92	\$0.96	\$0.91	\$0.94	\$1.01	\$0.97	\$0.97	\$0.97	\$0.99	\$1.03	\$0.95
	HMS Host	\$3.74	\$3.79	\$3.76	\$3.72	\$3.91	\$4.00	\$4.03	\$3.79	\$3.84	\$3.73	\$3.60	\$3.94	\$3.76
	Greenleaf's	\$0.42	\$0.45	\$0.46	\$0.47	\$0.46	\$0.48	\$0.45	\$0.41	\$0.37	\$0.37	\$0.39	\$0.37	\$0.44
	Villa	\$0.46	\$0.51	\$0.50	\$0.54	\$0.52	\$0.55	\$0.59	\$0.58	\$0.46	\$0.45	\$0.49	\$0.53	\$0.49
	Total 2016	\$5.57	\$5.73	\$5.64	\$5.68	\$5.80	\$5.97	\$6.08	\$5.75	\$5.63	\$5.52	\$5.47	\$5.86	\$5.65

ACAA Food & Beverage Revenues

		2019	2019 Budget	2019 Variance	2018	2019 vs. 2018	2017	2016
January	(Actual)	\$89,647	\$72,615	\$17,032	\$59,517	50.6%	\$57,444	\$54,811
February	(Actual)	88,953	73,143	15,810	59,536	49.4%	57,118	56,890
March	(ACTUAL)	106,302	85,450	20,852	74,351	43.0%	68,502	65,702
April	(Actual)	95,758	77,711	18,047	67,265	42.4%	65,228	65,817
May	(Actual)	101,697	82,531	19,166	70,417	44.4%	67,955	66,960
June	(Actual)	100,681	81,707	18,975	69,137	45.6%	68,162	68,057
July	(Actual)	111,799	90,729	21,070	76,437	46.3%	71,600	76,561
August	(Actual)	114,186	92,667	21,520	81,127	40.7%	75,973	74,763
September	(Actual)	98,255	79,737	18,517	68,439	43.6%	62,093	65,090
October	(Actual)	112,309	91,143	21,166	88,479	26.9%	73,404	68,546
November	(Actual)	112,383	91,203	21,180	98,121	14.5%	68,188	70,403
December	(Actual)	101,260	82,176	19,084	89,705	12.9%	68,271	51,597
Total		1,233,231	\$1,000,812	\$232,419	\$902,530	36.6%	\$803,939	\$785,197
YTD Revenues		\$284,902	\$231,208	\$53,694	\$193,404	47.3%	\$183,065	\$177,403
YTD Enplanements		344,780	340,472	4,308	332,915	3.6%	328,100	324,942
Revenue Per Enplanement:		\$0.83	\$0.68	\$0.15	\$0.58	43.1%	\$0.56	\$0.55

Albany International Airport Retail Sales & Revenues 2016-2019 For the three months ended March 31

Gross Retail Sales



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	YTD
Sales per Enplanement:													
2019	\$2.69	\$2.97	\$2.83										\$2.83
2018	\$2.52	\$2.56	\$2.71	\$2.70	\$2.79	\$2.87	\$2.96	\$2.97	\$2.84	\$2.79	\$2.66	\$2.50	\$2.60
2017	\$2.49	\$2.67	\$2.66	\$2.74	\$2.77	\$2.87	\$2.84	\$2.86	\$2.63	\$2.61	\$2.53	\$2.49	\$2.61
2016	\$2.29	\$2.44	\$2.41	\$2.50	\$2.57	\$2.77	\$2.90	\$2.83	\$2.75	\$2.65	\$2.45	\$2.53	\$2.38

ACAA Retail Revenues

		2019	2019	2018	2019 vs.	2017	2016
		2019	Budget	2018	2018	2017	2016
January	(Actual)	\$67,806	\$66,042	\$62,868	7.9%	\$65,706	\$65,583
February	(Actual)	63,328	55,385	52,723	20.1%	55,583	55,584
March	(ACTUAL)	74,380	71,868	68,414	8.7%	63,695	57,541
April	(Projected)	84,365	79,348	75,535	11.7%	75,478	69,653
May	(Projected)	77,372	72,771	69,274	11.7%	66,785	60,783
June	(Projected)	79,710	74,971	71,368	11.7%	68,968	65,255
July	(Projected)	102,544	96,447	91,812	11.7%	85,180	85,995
August	(Projected)	92,096	86,620	82,457	11.7%	77,344	75,532
September	(Projected)	71,784	67,516	64,271	11.7%	58,406	63,581
October	(Projected)	94,340	88,730	84,466	11.7%	76,689	75,432
November	(Projected)	71,043	66,819	63,608	11.7%	58,637	56,553
December	(Projected)	64,974	61,111	58,174	11.7%	50,063	55,583
Total		\$943,742	\$887,626	\$844,970	11.7%	\$802,534	\$787,075
YTD Revenues		\$205,514	\$193,294	\$184,005	11.7%	\$184,984	\$178,708
YTD Enplanements		344,780	340,472	332,915	3.6%	328,100	324,942
Revenue Per Enplanement:		\$0.60	\$0.57	\$0.55	9.1%	\$0.56	\$0.55

**** UNAUDITED - FOR INTERNAL REVIEW****



AvPort Airport Operations

Albany County Airport Authority
Summary of AvPorts Expenses

	2018	March 2019				March 2018 Actual	2019 Actual/ & Prior Year Variance %
	Adopted FY Budget	Budget YTD	Actual YTD	Variance YTD	Variance %		
EXPENSES BY CATEGORY							
Personal Services	\$ 7,805,707	\$ 2,015,156	\$ 1,861,890	\$ 153,266	7.61%	\$ 1,810,613	-2.83%
Employee Benefits	3,694,377	954,260	872,659	81,601	8.55%	859,787	-1.50%
Utilities & Communications	2,019,051	779,934	624,637	155,297	19.91%	820,579	23.88%
Purchased Services							
Insurance	269,656	126,677	155,342	(28,666)	-22.63%	122,802	-26.50%
Public Safety	309,107	91,182	82,684	8,498	100.00%	63,204	-30.82%
Albany County Sheriffs	2,731,859	682,965	682,965	0	0.00%	656,914	-3.97%
Parking Valet Service	350,000	91,545	119,182	(27,637)	-30.19%	92,351	-29.05%
Employee Shuttle	25,000	0	15,000	(15,000)	0.00%	0	100.00%
Janitorial	479,141	119,785	131,830	(12,044)	-10.05%	117,649	-12.05%
Public Communications	518,420	114,464	125,668	(11,203)	-9.79%	116,112	-8.23%
Special Studies	34,200	8,550	2,992	5,558	65.01%	12,378	75.83%
Professional Services	498,000	124,500	113,546	10,954	8.80%	104,610	-8.54%
Total Purchased Services	5,215,383	1,359,668	1,429,209	(69,541)	-5.11%	1,286,020	-11.13%
Material & Supplies							
Airfield	914,500	323,293	227,660	95,633	29.58%	333,634	31.76%
Buildings	2,020,884	499,778	577,275	(77,497)	-15.51%	576,102	-0.20%
Grounds	874,185	296,706	408,954	(112,248)	-37.83%	269,138	-51.95%
Vehicles	652,900	192,991	133,553	59,438	30.80%	182,239	26.72%
Total Material & Supplies	4,462,469	1,312,768	1,347,442	(34,674)	-2.64%	1,361,113	1.00%
Office	212,248	51,546	26,314	25,233	48.95%	26,304	-0.04%
Administration	601,950	157,482	142,441	15,041	9.55%	161,167	11.62%
Total Expenses	\$ 24,011,185	\$ 6,630,814	\$ 6,304,592	\$ 326,223	4.92%	\$ 6,325,583	0.33%

DEPARTMENT SUMMARY (DIRECT & INDIRECT)

Direct Cost Centers							
Airfield	\$ 3,408,313	\$ 1,037,205	\$ 862,185	\$ 175,020	16.87%	\$ 985,207	12.49%
Terminal	5,575,507	1,572,547	1,608,071	(35,525)	-2.26%	1,508,895	-6.57%
Loading Bridges	311,452	77,615	57,875	19,740	25.43%	90,745	36.22%
Parking	4,725,138	1,305,325	1,249,689	55,636	4.26%	1,154,972	-8.20%
Landside	1,271,568	380,826	431,337	(50,511)	-13.26%	463,509	6.94%
Total Direct Cost Centers	15,291,978	4,373,518	4,209,157	164,360	3.76%	4,203,328	-0.14%
Indirect Cost Center							
ARFF	2,144,562	545,610	463,405	82,205	15.07%	483,825	4.22%
Operations	1,005,988	255,365	257,109	(1,744)	-0.68%	251,926	-2.06%
Security	3,152,170	788,832	766,601	22,231	2.82%	773,783	0.93%
Vehicles & Equipment	1,505,340	440,947	395,965	44,982	10.20%	404,711	2.16%
Airport Mgmt Administration	911,147	226,542	212,356	14,186	6.26%	208,011	-2.09%
Total Indirect Cost Centers	8,719,207	2,257,296	2,095,436	161,860	7.17%	2,122,256	1.26%
Total Expenses	\$ 24,011,185	\$ 6,630,814	\$ 6,304,593	\$ 326,220	4.92%	\$ 6,325,584	0.33%

ALBANY COUNTY AIRPORT AUTHORITY
Detail of AvPorts Departments
For the Three Months Ending Sunday, March 31, 2019

		Total Annual Budget	This Month Budget	This Month Actual	Var this Mo To Budget	Year to Date Budget	Year to Date Actual	Var this Yr to Budget
EXPENSES								
Personal Services								
11000	Salaries	\$7,088,746	\$681,610	\$627,866	\$53,744	\$1,772,186	\$1,553,115	\$219,072
12010	Overtime 1.5	678,976	68,775	89,122	(20,346)	224,169	282,101	(57,932)
12020	Overtime 2.0	37,985	6,180	8,976	(2,797)	18,800	26,674	(7,874)
	Total Personal Services	7,805,707	756,565	725,965	30,601	2,015,156	1,861,890	153,266
Employee Benefits								
21000	Social Security	563,085	50,626	53,850	(3,223)	141,128	137,860	3,268
22000	Health Insurance	2,173,435	181,120	159,936	21,183	543,359	504,714	38,645
24000	Medical Exams	21,600	1,800	1,980	(180)	5,400	4,916	484
25000	Uniforms & Laundry	46,700	3,892	2,053	1,839	11,675	10,643	1,032
25005	Uniform Purchases	32,600	2,208	1,739	469	6,962	2,960	4,003
26010	Disability Insurance	135,481	11,290	11,591	(301)	33,870	39,744	(5,873)
26020	Unemployment Insurance	52,123	7,591	6,903	688	45,149	39,217	5,931
26030	Workers Compensation	506,275	42,190	28,706	13,483	126,569	88,388	38,181
29001	Airport & FBO 401K	163,078	14,962	17,231	(2,269)	40,148	44,218	(4,070)
	Total Employee Benefits	3,694,377	315,678	283,990	31,688	954,260	872,659	81,601
Utilities & Communications								
31000	Electric	1,456,250	147,563	62,940	84,624	484,663	350,871	133,793
33000	Natural Gas	273,500	42,877	36,624	6,253	127,108	113,799	13,309
34000	Sewer	92,400	0	0	0	92,400	79,331	13,069
35000	Water	106,150	53,075	62,457	(9,382)	53,075	62,742	(9,667)
36010	Telephone Charges-Local	13,870	1,156	1,128	28	3,468	3,383	84
36011	Tele Chg-Long Dist	675	56	46	10	169	110	59
36012	Telephone - Sheriff	4,200	350	331	19	1,050	998	52
36017	Payphones-Annual & Mo Serv	21,271	1,773	601	1,172	5,318	2,643	2,675
36018	Payphones-Monthly Usage	300	25	18	7	75	63	12
36020	Telephone Repairs	5,000	417	0	417	1,250	2,478	(1,228)
36030	Telephone-Cellular	42,000	3,500	1,677	1,823	10,500	7,743	2,757
36060	Cable Television	3,435	286	317	(31)	859	475	383
	Total Utilities & Communications	2,019,051	251,078	166,138	84,941	779,934	624,637	155,297
PURCHASED SERVICES								
Insurance								
42010	Airport Liability Insurance	5,750	479	0	479	1,438	964	473
42020	Automotive Insurance	68,378	5,615	6,333	(718)	34,688	39,063	(4,375)
42060	Property Insurance	180,028	15,559	18,507	(2,948)	86,676	112,854	(26,178)
42095	Insurance Claims	15,500	1,292	2,461	(1,170)	3,875	2,461	1,414
	Total Insurance	269,656	22,945	27,301	(4,357)	126,677	155,342	(28,666)
Public Safety								
44000	Public Safety	2,731,859	227,655	227,655	0	682,965	682,965	0
44005	Outside Security Services	298,107	50,630	31,335	19,294	88,432	80,472	7,959
44010	Armored Car Service	11,000	917	742	174	2,750	2,212	538
44020	Parking Valet Service	350,000	36,819	61,529	(24,710)	91,545	119,182	(27,637)
44030	Employee Shuttle Service	25,000	0	0	0	0	15,000	(15,000)
	Total Public Safety	3,415,966	316,020	321,261	(5,241)	865,691	899,831	(34,139)
Janitorial								
45000	Janitorial Services	413,081	34,423	38,802	(4,379)	103,270	113,870	(10,600)

ALBANY COUNTY AIRPORT AUTHORITY
Detail of AvPorts Departments
For the Three Months Ending Sunday, March 31, 2019

	Total Annual Budget	This Month Budget	This Month Actual	Var this Mo To Budget	Year to Date Budget	Year to Date Actual	Var this Yr to Budget
45010 Refuse Removal Services	66,060	5,505	5,747	(242)	16,515	17,960	(1,445)
Total Janitorial	479,141	39,928	44,549	(4,621)	119,785	131,830	(12,044)
Public Communications							
46012 Artistic Exhibits	100,817	9,621	21,187	(11,566)	22,078	34,529	(12,451)
46013 Museum Shop	266,471	20,733	22,177	(1,445)	54,603	53,357	1,246
46020 Passenger Information Booth	151,132	12,594	12,594	0	37,783	37,782	1
Total Public Communications	518,420	42,948	55,959	(13,010)	114,464	125,668	(11,203)
Studies							
47000 Special Studies	22,000	1,833	0	1,833	5,500	0	5,500
47010 GIS Services	12,200	1,017	0	1,017	3,050	2,992	58
Total Studies	34,200	2,850	0	2,850	8,550	2,992	5,558
Professional Services							
49010 Architectural	40,000	3,333	0	3,333	10,000	(7)	10,007
49020 Engineering Services	33,000	2,750	0	2,750	8,250	8,553	(303)
49040 Professional Management	425,000	35,417	35,417	0	106,250	105,000	1,250
Total Professional Services	498,000	41,500	35,417	6,083	124,500	113,546	10,954
Total Purchased Services	5,215,383	466,191	484,487	(18,296)	1,359,668	1,429,209	(69,541)
MATERIALS & SUPPLIES							
Airfield							
51010 Fencing	10,000	1,885	1,260	625	4,929	1,944	2,985
51011 Airfield Lighting	100,000	1,578	255	1,323	39,049	6,886	32,163
51014 Pavement Repairs	10,000	833	0	833	2,500	83	2,417
51015 Apron Maintenance	50,000	4,321	0	4,321	4,321	18	4,302
51016 Runway Painting	40,000	0	0	0	1,255	0	1,255
51017 Airfield Shop Supplies	25,000	2,083	1,127	957	6,250	2,729	3,521
51019 Snow Removal Supplies	250,000	7,557	2,408	5,149	146,576	140,259	6,317
51020 Rubber Removal	35,000	0	0	0	6,701	0	6,701
51030 EMS Supplies	12,000	1,000	0	1,000	3,000	0	3,000
51031 ARFF Supplies	25,000	2,083	310	1,773	6,250	1,776	4,474
51032 Hazardous Material Supplies	6,000	500	0	500	1,500	0	1,500
51033 Foam	24,000	2,000	0	2,000	6,000	0	6,000
51052 Wastewater Conveyance	7,500	0	0	0	0	0	0
51053 Electric	95,000	15,182	12,524	2,658	45,595	30,586	15,010
51054 Sewer District Charges	5,000	0	0	0	5,000	0	5,000
51055 Water District Charges	20,000	2,388	1,812	576	5,825	15,564	(9,739)
51057 System Maint & Repairs	200,000	24,959	7,021	17,939	38,542	27,815	10,727
Total Airfield	914,500	66,371	26,717	39,654	323,293	227,660	95,633
Buildings							
52010 Alarm & PA Systems	107,995	9,000	4,198	4,802	26,999	10,693	16,306
52012 Card Access Control	55,000	4,583	4,937	(354)	13,750	18,286	(4,536)
52013 CTV Repair	35,000	2,917	3,706	(790)	8,750	13,385	(4,635)
52014 Key Access System	25,000	2,083	914	1,169	6,250	(144)	6,394
52020 Baggage System	20,000	1,667	0	1,667	5,000	77,299	(72,299)
52031 Electrical Repairs & Supplies	209,000	17,417	41,036	(23,619)	52,250	58,058	(5,808)
52032 Elevator Repairs & Supplies	120,000	10,000	0	10,000	30,000	1,289	28,711
52033 HVAC	211,000	17,583	38,771	(21,187)	52,750	66,061	(13,311)

ALBANY COUNTY AIRPORT AUTHORITY
Detail of AvPorts Departments
For the Three Months Ending Sunday, March 31, 2019

	Total Annual Budget	This Month Budget	This Month Actual	Var this Mo To Budget	Year to Date Budget	Year to Date Actual	Var this Yr to Budget
52034 Roof	28,000	2,333	408	1,925	7,000	1,748	5,252
52035 Plumbing Repairs & Supplies	66,000	5,500	23,686	(18,186)	16,500	42,078	(25,578)
52036 Automatic Door Repairs	9,000	750	1,191	(441)	2,250	1,192	1,058
52037 Pest Control	16,640	1,387	2,114	(728)	4,160	6,353	(2,193)
Building Maintenance Contract							
52038 Services	0	0	0	0	0	7,542	(7,542)
52040 Fire Equipment Services	6,000	500	0	500	1,500	0	1,500
52041 Fire Equipment Testing	3,800	317	0	317	950	89	861
52050 US Customs	25,000	751	252	499	807	556	251
52051 Control Tower	300,000	25,000	33,730	(8,730)	75,000	80,562	(5,562)
52060 Building Maintenance	437,500	36,458	81,417	(44,958)	109,375	149,639	(40,264)
52062 Janitorial Supplies	153,500	12,792	11,658	1,134	38,375	32,937	5,438
52063 Window Washing	64,907	5,409	0	5,409	16,227	67	16,160
52071 ID Tags	27,000	2,250	2,811	(561)	6,750	5,578	1,172
52080 Sign Expense	4,000	333	515	(181)	1,000	1,220	(220)
52090 Flight Information Displays	96,542	8,045	2,037	6,008	24,136	2,787	21,349
Total Buildings	2,020,884	167,075	253,381	(86,307)	499,778	577,275	(77,497)
Grounds							
53010 Landscaping	19,200	0	0	0	0	0	0
53020 Fencing	1,500	125	0	125	375	14,264	(13,889)
53030 Pavement Repairs	120,000	0	7,021	(7,021)	0	22,676	(22,676)
53035 Utility Repairs	500	42	0	42	125	0	125
53040 Sign Expense	15,000	1,250	1,264	(14)	3,750	1,938	1,812
53041 Traffic Light Repairs	2,000	167	0	167	500	0	500
53045 Catch Basin Maintenance	3,000	250	0	250	750	0	750
53048 Snow Removal Supplies	70,000	17,603	0	17,603	19,064	0	19,064
53050 Snow Removal Services	265,600	80,383	38,852	41,531	177,796	262,644	(84,849)
53051 NYS Police Hangar Maint	125,000	10,417	32,373	(21,956)	31,250	55,595	(24,345)
53060 Dump Fees - Landfill	9,150	763	91	672	2,288	850	1,438
53070 Hazardous Waste Mgmt	12,300	1,025	600	425	3,075	600	2,475
53071 Wildlife Hazard Management	38,000	3,167	0	3,167	9,500	15,474	(5,974)
53078 Liquid Waste Disposal	30,000	2,500	0	2,500	7,500	0	7,500
53085 Land Lease	22,935	1,911	7,286	(5,375)	5,734	9,859	(4,125)
53090 T-Hangar Facility Maintenance	140,000	11,667	6,866	4,801	35,000	25,053	9,947
Total Grounds	874,185	131,268	94,353	36,916	296,706	408,954	(112,248)
Vehicles							
54010 Gasoline	67,000	6,784	6,858	(74)	17,954	15,052	2,901
54011 Diesel Fuel	137,000	24,718	16,635	8,083	67,367	58,223	9,144
54012 Oil / Grease	28,000	2,333	0	2,333	7,000	377	6,623
54015 CNG Fuel	23,000	2,241	917	1,324	6,438	4,632	1,806
54013 Vehicle / Equipment Tires	43,000	3,583	2,717	866	10,750	6,049	4,701
54021 Vehicle Repair & Maintenance	62,000	5,167	2,712	2,455	15,500	9,728	5,772
54022 Vehicle Communication Equip	7,000	583	0	583	1,750	0	1,750
54023 Sheriff Vehicle Repair & Maint	100	8	0	8	25	0	25
54030 General Equip Repair & Maint	70,800	5,900	0	5,900	17,700	5,786	11,914
54040 Heavy Equipment Maint	60,000	8,608	2,879	5,729	16,482	8,360	8,122
54045 ARFF Vehicle Repair & Maint	20,000	1,667	1,455	211	5,000	3,949	1,051
54050 Snow Equip Repair & Maint	80,000	4,738	6,307	(1,569)	16,430	8,987	7,443
54060 Mower Repair & Maintenance	15,000	516	0	516	595	1,824	(1,229)
54070 Vehicle Shop Tools & Supplies	40,000	3,333	3,893	(559)	10,000	10,587	(587)
Total Vehicles	652,900	70,181	44,372	25,808	192,991	133,553	59,438

ALBANY COUNTY AIRPORT AUTHORITY
Detail of AvPorts Departments
For the Three Months Ending Sunday, March 31, 2019

	<u>Total Annual Budget</u>	<u>This Month Budget</u>	<u>This Month Actual</u>	<u>Var this Mo To Budget</u>	<u>Year to Date Budget</u>	<u>Year to Date Actual</u>	<u>Var this Yr to Budget</u>
Total Material & Supplies	4,462,469	434,894	418,823	16,071	1,312,768	1,347,443	(34,675)
Office							
55010 Office Equipment Rental	5,794	483	595	(113)	1,448	1,021	427
55011 Copy Machine Use	25	2	0	2	6	0	6
55012 Office Equipment Serv Agrmnt	3,292	336	373	(38)	859	709	150
55013 Office Equipment Repairs	700	58	0	58	175	0	175
55014 Computer System Supplies	31,850	2,654	262	2,392	7,963	3,260	4,703
55015 Hardware/Software Maint	82,637	6,886	0	6,886	20,659	9,069	11,590
55016 Computer Equipment	13,500	1,125	0	1,125	3,375	2,008	1,367
55020 Office Furniture & Fixtures	6,750	563	0	563	1,688	0	1,688
55030 Printed Forms / Letterhead	3,200	267	0	267	800	0	800
55031 Parking Ticket Stock	16,000	1,333	0	1,333	4,000	5,647	(1,647)
55032 Printing Outside Services	100	8	0	8	25	0	25
55041 Express Mail	600	50	40	10	150	94	56
55050 Reference Materials	700	58	0	58	175	0	175
55060 Office Supplies	13,100	1,092	327	765	3,275	1,982	1,293
55070 Payroll Services	34,000	4,218	2,524	1,694	6,949	2,524	4,425
Total Office	212,248	19,133	4,121	15,012	51,546	26,314	25,233
Administration							
66000 Dues & Subscriptions	8,850	131	4,739	(4,608)	7,766	6,317	1,449
66002 A.A.A.E. Memberships	1,100	550	0	550	550	275	275
66010 AvPorts/MA Training & Travel	70,600	7,134	1,693	5,441	15,092	9,214	5,878
66030 Advertising - Public Meetings	2,000	167	0	167	500	0	500
66031 Economic Development	10,000	833	0	833	2,500	0	2,500
66040 License & Permits	2,400	0	0	0	0	0	0
66050 Property Taxes	37,000	0	0	0	18,500	11,224	7,276
66060 Credit Card Service Charges	350,000	28,718	30,628	(1,911)	81,069	86,605	(5,536)
66061 EZ Pass Fees	120,000	12,401	11,453	949	31,505	28,806	2,698
Total Administration	601,950	49,934	48,513	1,421	157,482	142,441	15,041
Total Expenses	24,011,186	2,293,474	2,132,036	161,438	6,630,813	6,304,593	326,220
83000 Non Capital Equipment	432,090	36,008	37,273	(1,265)	108,023	55,401	52,621
Total Exp & Non Cap Equip.	<u>24,443,276</u>	<u>2,329,482</u>	<u>2,169,309</u>	<u>160,172</u>	<u>6,738,836</u>	<u>6,359,994</u>	<u>378,842</u>

Albany International Airport
Employee Count 2019

	Budget	As of	As of	As of	As of	As of	As of	As of	As of	As of	As of	As of	As of	Variance
	2019	Jan 31, 19	Feb 28, 19	Mar 31, 19	Apr 30, 19	May 31, 19	Jun 30, 19	Jul 31, 19	Aug 31, 19	Sep 30, 19	Oct 31, 19	Nov 30, 19	Dec 31, 19	Budget vs. Mar 31, 19
AIRPORT MANAGEMENT - AVPORTS:														
Airfield														
Maintenance Manager	1.00	1.00	1.00	1.00										0.00
Deputy Maintenance Manager	1.00	1.00	1.00	1.00										0.00
Airport Maintenance Supervisor	1.00	1.00	1.00	1.00										0.00
Airport Maintenance Lead-Airfield	2.00	2.00	2.00	2.00										0.00
Electrician	2.00	2.00	2.00	2.00										0.00
Airport Maintenance Tech-Electrical	1.00	1.00	1.00	1.00										0.00
Airport Maintenance Lead-Grounds	1.00	1.00	1.00	1.00										0.00
Airport Maint Tech Lead-Glycol	1.00	1.00	1.00	1.00										0.00
Airport Maint Tech -Chief Glycol	0.00	1.00	1.00	1.00										1.00
Airport Maint Tech-Glycol	4.00	1.00	1.00	1.00										-3.00
Airport Maint Tech Airfield	12.00	9.00	10.00	11.00										-1.00
Secretary	0.50	0.50	0.50	0.50										0.00
Terminal														
Facilities Manager	1.00	1.00	1.00	1.00										0.00
Facilities Coordinator	0.50	0.50	0.50	0.50										0.00
Facilities Maint Lead	2.00	2.00	2.00	2.00										0.00
Facilities Maint - HVAC	1.00	1.00	1.00	1.00										0.00
Facilities Maint Technician	5.00	4.00	5.00	5.00										0.00
Custodial Supervisor	1.00	1.00	1.00	1.00										0.00
Custodial Lead	5.00	5.00	5.00	5.00										0.00
Custodial Worker	18.00	18.00	18.00	18.00										0.00
Floor Care Technician	1.00	1.00	1.00	1.00										0.00
Airport Custodial Technician	1.00	1.00	1.00	1.00										0.00
Artistic Exhibits	0.50	0.50	0.50	0.50										0.00
Museum Shop	5.50	3.50	3.50	3.50										-2.00
Loading Bridges														
Facilities Maint Lead-Loading Bridge	2.00	2.00	2.00	2.00										0.00
Parking														
Deputy, Commercial Services	1.00	1.00	1.00	1.00										0.00
Parking Supervisor	2.00	2.00	2.00	2.00										0.00
Lead Cashier	5.00	5.00	5.00	5.00										0.00
Cashier, Full Time	14.00	14.00	13.00	13.00										-1.00
Cashier, Part Time - FTE	2.50	0.50	0.00	0.00										-2.50
Shuttle Operator Lead	1.00	1.00	1.00	1.00										0.00
Shuttle Detailer	1.00	1.00	1.00	1.00										0.00
Shuttle Operator, Full Time	12.00	12.00	12.00	12.00										0.00
Shuttle Operator, Part Time - FTE	1.00	1.00	1.00	1.00										0.00
Lead Parking Maint Tech	1.00	0.00	0.00	0.00										-1.00
Parking Assistant	1.00	0.00	0.00	0.00										-1.00
Parking Maint Technician	4.00	4.00	4.00	4.00										0.00
Security														
Curbside Monitors, Full Time	4.00	2.00	3.00	4.00										0.00
Curbside Monitors, Part Time - FTE	2.50	2.00	2.00	2.00										-0.50
Landside														
Tower/Custodial	2.00	2.00	2.00	2.00										0.00
Admin Building/Custodial	0.50	0.50	0.50	0.50										0.00
ARFF														
Chief/Safety Manager	1.00	1.00	1.00	1.00										0.00
Captains/Safety Supervisor	4.00	4.00	4.00	4.00										0.00
Firefighters/Safety Officer	16.00	15.00	15.00	15.00										-1.00
Operations														
Airport Operations Manager	1.00	1.00	1.00	1.00										0.00
Airport Security Supervisor	1.00	1.00	1.00	1.00										0.00
Asst Airport Security Supervisor	1.00	1.00	1.00	1.00										0.00
Airport Operations Supervisor	5.00	5.00	5.00	5.00										0.00
Airport Operations Officer	4.00	4.00	4.00	3.00										-1.00
Receptionist	1.00	1.00	1.00	1.00										0.00
Vehicles & Equipment														
Airport Maint Lead-Vehicle Maint	2.00	2.00	2.00	2.00										0.00
Inventory Control Specialist	1.00	1.00	1.00	1.00										0.00
Airport Maint Tech-Vehicle Maint	8.00	7.00	8.00	7.00										-1.00
Administration	3.50	3.50	3.50	4.50										1.00
Total AvPORTS Positions	173.00	156.50	159.00	160.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-13.00

Personnel Services & Benefits

For the three months ended March 31, 2019

	AFCO (AvPorts)		
	Year to Date Budget	Year to Date Actual	Variance
Personnel Services			
Regular - Salaries	\$ 1,426,010	\$ 1,371,718	\$ 54,292
Holiday Pay	56,357	51,086	5,271
Other Dollars/Funeral/Jury/Retro	125,328	34,857	90,471
Shift Premium	22,300	24,005	(1,705)
Lead Pay	2,252	1,499	753
Sick Pay	30,542	33,144	(2,602)
Personal Pay	-	-	-
Vacation Pay	109,397	36,806	72,591
Sub Total	1,772,186	1,553,115	219,071
Overtime	224,169	282,101	(57,932)
Double Time Pay	18,800	26,674	(7,874)
Total	2,015,155	1,861,890	153,265
Employee Benefits			
Social Security & Medicare	141,128	137,860	3,268
Federal Unemployment Tax	7,326	6,468	858
NYS Unemployment	37,823	32,749	5,074
Workers Compensation	126,569	88,388	38,181
401 (K) Plan Match	40,148	44,218	(4,070)
Health & Dental Insurance	615,619	571,469	44,150
Employee Benefits Deductions	(72,260)	(66,755)	(5,505)
Disability/Life Insurance	33,870	39,744	(5,874)
Total	930,223	854,141	76,082
Total Salaries and Benefits	\$ 2,945,378	\$ 2,716,031	\$ 229,347

Albany International Airport 2019 AvPort's Performance Measurements For the three months ended March 31

Airfield Performance Measurements					
	2016 Final	2017 Final	2018 Final	2019 Budget	2019 YTD Actual
Number of vehicle accidents on Airfield over \$1,000	1	1	0	0	0
Airport remained open for all airline operations	100%	100%	100%	100%	100%
Electrical work-orders	727	868	1026	700	261
SPEDES permit sanctions	0	0	0	0	0
Gallons of deicing aircraft storm water fluid collected	13,606,000	18,499,000	17,013,812	25,000,000	10,147,000
water removed (the higher the better)	2.9%	3.3%	4.4%	3.5%	3.1%
Employees with CDL licenses	34	33	33	40	35
Runway incidents	0	0	0	0	1
Notices to Airmen (NOTAMs) for airfield lighting	66	28	37	0	35
Occupational Safety and Health Administration (OSHA) reportable incidents	2	2	2	0	0
Liquid potassium acetate used on runways (avg gallons per snow ice event)	785	2,418	2,419	4,000	3,596
Airfield electric usage (KWH)	636,751	659,988	678,226	675,000	204,624
Overtime/Personnel Services (%)	11.3%	14.0%	13.2%	10.6%	26.1%

Terminal Performance Measurements					
	2016 Final	2017 Final	2018 Final	2019 Budget	2019 YTD Actual
HVAC Equipment in operation	100.0%	100.0%	100.0%	100.0%	100.0%
Work Orders	3,586	3,548	4,228	4,000	1,027
Survey: cleanliness of the terminal	N/A	N/A	N/A	80%	N/A
Average # of days a work order remains open	2.5	2.5	2.5	2.5	2.7
Plumbing Equipment in operation	100%	100%	100%	100%	100%
Terminal Maintenance direct cost per square foot	\$18.38	\$17.77	\$20.34	\$19.43	\$5.54
Terminal electrical usage (KWH): 79 Building	1,547,262	1,337,120	1,412,191	1,400,000	446,231
Terminal electrical usage (KWH): 98 Building	7,339,716	7,041,849	6,945,277	7,000,000	1,877,857
Overtime/Personnel Services (%)	6.9%	7.6%	8.4%	6.2%	9.7%

Loading Bridge Performance Measurements					
	2016 Final	2017 Final	2018 Final	2019 Budget	2019 YTD Actual
Direct Cost per Loading Bridge	\$20,933	\$23,787	\$26,868	\$23,958	\$4,452
Airline Employees trained	2	13	35	10	0
Over-the-Wing (OTW) Loading Bridge total operations	4,278	4,249	4,031	4,200	630
Loading Bridge electrical usage (KWH) (6.1% of 98 building gets allocated)	635,970	635,970	601,792	600,000	162,712
OTW Loading Bridge Maintenance calls (new measurement for 2009)	93	80	93	10	15
OTW Loading Bridge out of service (new measurement for 2009)	19.5%	30.2%	32.3%	0.0%	25.1%
Number of leased loading bridges	14	13	13	13	14
Overtime/Personnel Services (%)	16.8%	16.1%	15.4%	11.2%	15.1%

N/A for Mar

N/A for Mar

N/A for Mar

Parking Performance Measurements					
	2016 Final	2017 Final	2018 Final	2019 Budget	2019 YTD Actual
Express parking transactions	327,771	345,998	336,899	350,000	69,702
Cashier parking transactions	322,647	292,572	301,127	300,000	81,752
Cashier parking transaction errors	110	67	53	50	20
Shuttle Bus Survey (new measurement for 2008)	N/A	N/A	80%	85%	N/A
Customer/Vehicle Contact	0	0	0	0	0
OSHA recordable accidents	6	2	2	0	0
Parking electrical usage (KWH)	348,356	348,356	351,034	345,000	107,706
Parking Garage electrical usage (KWH) (23.5% of 98 building gets allocated)	2,450,047	2,450,047	2,318,381	2,500,000	626,841
YTD Loss/Gain	-\$1,080	-\$636	\$165	\$0	-\$1,633
Overtime/Personnel Services (%)	18.0%	14.8%	16.2%	11.6%	17.9%

Landside Performance Measurements					
	2016 Final	2017 Final	2018 Final	2019 Budget	2019 YTD Actual
Number of tenants	53	56	55	56	56
Landside building rental (Sq ft) *	327,108	329,478	428,094	429,165	361,113
Landside land rental (acres)*	34	36	36	36	37
Tenant complaints	0	0	0	0	0

*Includes rented space/land only

ARFF Performance Measurements					
	2016 Final	2017 Final	2018 Final	2019 Budget	2019 YTD Actual
Annual Dispatch Calls	536	658	643	650	129
Tour conducted by ARFF	34	21	41	35	2
AED classes conducted	27	22	4	15	3
Fire Extinguishers inspected/serviced	5,711	5,970	5,920	5,800	1,092
NYS Fire Fighter training (training hours)	504	504	504	504	126
OSHA required fire training (training hours)	156	156	156	156	39
NYS EMT training (training hours)	480	480	480	480	120
FAA ARFF training (training hours)	516	516	516	516	129
Building code inspections	52	45	31	20	2
Overtime/Personnel Services (%)	16.2%	18.6%	15.2%	11.4%	13.5%

Operations Performance Measurements					
	2016 Final	2017 Final	2018 Final	2019 Budget	2019 YTD Actual
Work Orders (Facility) Building Maintenance calls	3,698	3,644	4,236	3,500	1,027
Work Orders (139) aeronautical areas	729	999	1,030	1,000	330
Notice to airmen (NOTAMS)	978	1,471	2,488	1,500	866
Bird Strikes	48	71	28	15	0
Property Damage Reports	147	176	190	140	61
Bodily Injury Reports	248	246	227	200	70
FAA 139 Inspections discrepancies	18	9	7	5	17
Operations' employee accidents	0	0	0	0	0
Operations' property accidents	2	0	1	0	0
Overtime/Personnel Services (%)	13.1%	11.0%	12.3%	8.0%	19.3%

Security Performance Measurements					
	2016 Final	2017 Final	2018 Final	2019 Budget	2019 YTD Actual
Security Trainees	686	697	797	700	183
Driver Trainees	408	422	501	400	117
Finger Printing	763	743	934	750	192
Badges Issued	166	186	260	200	83
Revalidations*	656	681	854	900	195
Escort Required Badges Issued	2,840	2,137	3,490	2,500	877
Business Center Security Passes	169	64	199	100	77
Curbside Accidents	0	0	0	0	0
Curbside Security - Overtime/Personnel Services (%)	8.6%	5.4%	5.2%	2.7%	7.2%

*Revalidations of badges are performed every other year

Vehicle Maintenance Performance Measurements					
	2016 Final	2017 Final	2018 Final	2019 Budget	2019 YTD Actual
Heavy Equipment (Units)	47	47	45	45	45
Light Vehicles (Units)	34	34	35	36	38
Light Equipment (Units)	233	233	230	230	225
Average age of ARFF Fleet (yrs)	9	8	9	9	8
Average age of Shuttle Buses (yrs)	4	3	4	5	5
Average age of Fuel Trucks (yrs)	12	14	15	16	16
Average age of other large vehicles	17	16	17	18	17
Average age of Pick-ups	15	10	11	8	6
Shuttle Bus (Not less than 6 operational)	7	7	7	8	8
Fuel Truck (Not less than 7 operational)	7	7	7	7	10
Technicians trained	0	24	16	2	20
Overtime/Personnel Services (%)	9.7%	10.2%	9.0%	8.5%	22.5%

AvPort's Administration Performance Measurements					
	2016 Final	2017 Final	2018 Final	2019 Budget	2019 YTD Actual
AvPort's total full time employment equivalents	154.3	159.5	153.8	173.0	160.0
Total AvPort's overtime	12.4%	12.4%	12.2%	9.2%	16.6%
Budgetary needs met	Yes	Yes	Yes	Yes	Yes
Saving/revenue producing ideas	0	0	0	0	0
Total AvPorts Property Damage Reports	16	23	4	1	6
Administration Overtime/Personnel Services (%)	0.0%	0.0%	0.0%	0.0%	0.0%
Employee turnover	15.9%	12.9%	15.4%	13.0%	2.900%

**** UNAUDITED - FOR INTERNAL REVIEW****

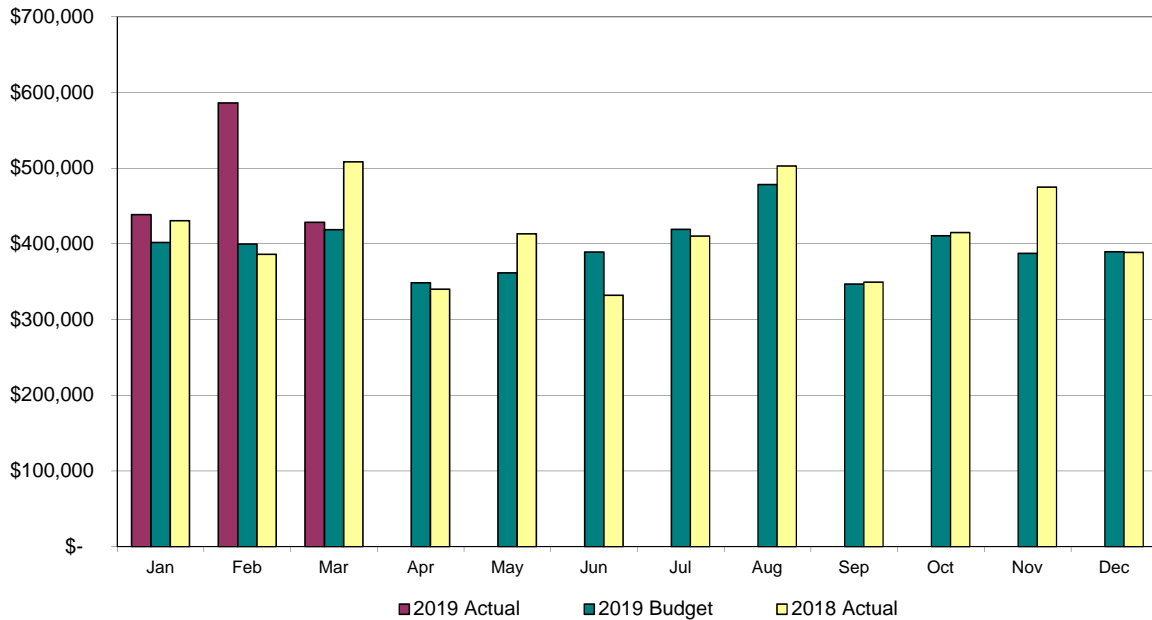


Million Air FBO Operations

Albany County Airport Authority
FBO Operations Summary
For the three months ended March 31, 2019

	Commercial Fueling (60)		GA & Facilities (61)		Administration (69)		TOTAL		
	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Variance
REVENUES									
Retail Fuel									
Jet A Fuel Sales	\$ -	\$ -	\$ 1,216,935	\$ 1,232,787	\$ -	\$ -	\$ 1,216,935	\$ 1,232,787	\$ 15,852
AvGas Fuel Sales	-	-	46,563	51,046	-	-	46,563	51,046	4,483
Commercial AvGas Fuel Sales	59,207	84,189	-	-	-	-	59,207	84,189	24,982
Auto & Diesel Fuel Sales	136,133	121,813	-	-	-	-	136,133	121,813	(14,320)
Retail Fuel Sales	195,340	206,002	1,263,498	1,283,833	-	-	1,458,838	1,489,835	30,997
Into Plane Fees	151,335	162,785	-	-	-	-	151,335	162,785	11,450
Fuel Farm Fees	163,671	157,968	-	-	-	-	163,671	157,968	(5,703)
General Aviation Landing Fees	-	-	56,540	52,995	-	-	56,540	52,995	(3,545)
Aircraft Parking Fees	-	-	30,922	30,294	-	-	30,922	30,294	(628)
Deicing Services	795,398	931,508	23,634	48,267	-	-	819,032	979,775	160,743
FBO Properties	-	-	129,627	96,093	-	-	129,627	96,093	(33,534)
FBO Services	-	-	12,259	21,623	-	-	12,259	21,623	9,364
TOTAL REVENUES	\$ 1,305,744	\$ 1,458,263	\$ 1,516,480	\$ 1,533,105	\$ -	\$ -	\$ 2,822,224	\$ 2,991,368	\$ 169,144
COST OF SALES ()									
Fuel Costs - Jet A	-	-	711,983	703,139	-	-	711,983	703,139	(8,844)
Fuel Volume Discounts - Jet	-	-	73,657	86,523	-	-	73,657	86,523	12,866
Fuel Costs - AvGas	-	-	35,348	40,925	-	-	35,348	40,925	5,577
Fuel Volume Discounts - AvGas	-	-	678	760	-	-	678	760	82
Fuel Costs - Commercial AvGas	53,771	74,437	-	-	-	-	53,771	74,437	20,666
Fuel Costs - Auto & Diesel	106,378	90,911	-	-	-	-	106,378	90,911	(15,467)
Fuel Costs	160,149	165,348	821,666	831,347	-	-	981,815	996,695	14,880
Deicing Costs - Type I & IV	618,660	540,669	-	-	-	-	618,660	540,669	(77,991)
Catering, Oil & Other	-	-	1,250	860	-	-	1,250	860	(390)
Total Cost of Sales	778,809	706,017	822,916	832,207	-	-	1,601,725	1,538,224	(63,501)
Net Operating	\$ 526,935	\$ 752,246	\$ 693,564	\$ 700,898	\$ -	\$ -	\$ 1,220,499	\$ 1,453,144	\$ 232,645
EXPENSES ()									
Personal Services									
Salaries	\$ 113,684	\$ 102,496	\$ 151,086	\$ 160,340	\$ 53,715	\$ 52,729	\$ 318,485	\$ 315,565	\$ 2,920
Overtime	14,384	15,288	28,840	47,514	-	-	43,224	62,802	(19,578)
Total Personal Services	128,068	117,784	179,926	207,854	53,715	52,729	361,709	378,367	(16,658)
Employee Benefits	45,779	39,175	86,412	82,427	23,733	11,552	155,924	133,154	22,770
Utilities & Communications	8,464	5,826	29,300	24,892	638	524	38,402	31,242	7,160
Purchased Services	55,888	46,343	33,297	32,369	92,251	125,504	181,436	204,216	(22,780)
Materials & Supplies									
Buildings	3,175	1,588	17,430	11,956	-	-	20,605	13,544	7,061
Grounds	5,000	6,951	525	-	-	-	5,525	6,951	(1,426)
Vehicles	56,098	76,077	21,654	19,510	-	-	77,752	95,587	(17,835)
Total Materials & Supplies	64,273	84,616	39,609	31,466	-	-	103,882	116,082	(12,200)
Office & Administration	-	-	47,238	44,006	12,568	7,498	59,806	51,504	8,302
Non-Capital Equipment	-	-	-	-	-	-	-	-	-
TOTAL EXPENSES	302,472	293,744	415,782	423,014	182,905	197,807	901,159	914,565	(13,406)
FBO Net Direct Cost	\$ 224,463	\$ 458,502	\$ 277,782	\$ 277,884	\$ (182,905)	\$ (197,807)	\$ 319,340	\$ 538,579	\$ 219,239
Allocation of Indirect Cost Centers									
ARFF	16,368	13,902	16,368	13,902	-	-	32,737	27,804	4,932
Operations	12,768	12,855	12,768	12,855	-	-	25,537	25,711	(174)
Security	7,888	7,666	7,888	7,666	-	-	15,777	15,332	445
Vehicles & Equipment	22,047	19,798	13,228	11,879	-	-	35,276	31,677	3,599
Airport Mgmt Administration	18,394	13,495	22,395	24,250	-	-	40,789	37,745	3,044
FBO Administration	82,483	70,723	100,422	127,085	(182,905)	(197,808)	-	-	-
ACAA Administration	134,143	105,358	163,317	189,321	-	-	297,460	294,679	2,780
Total Allocation	294,092	243,798	336,387	386,959	(182,905)	(197,808)	447,574	432,948	14,626
FBO Net Results	\$ (69,629)	\$ 214,704	\$ (58,605)	\$ (109,075)	\$ -	\$ -	\$ (128,234)	\$ 105,631	\$ 233,865

Albany International Airport FBO Net Revenue Before Operating and Maintenance Expenses For the three months ended March 31

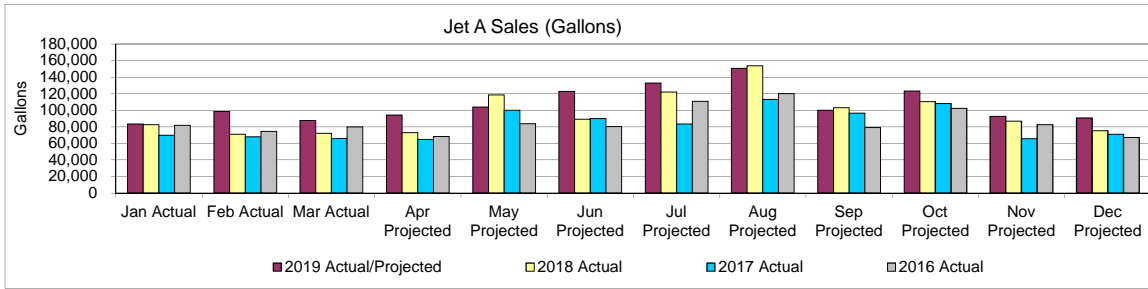


YTD Revenues	2019 Actual			2019 Budget			2018 Actual		
	Gross Revenues	Cost of Sales	Net Revenue	Gross Revenues	Cost of Sales	Net Revenue	Gross Revenues	Cost of Sales	Net Revenue
Jet A Fuel Sales	\$ 1,232,787	\$ 703,139	\$ 529,648	\$ 1,216,935	\$ 711,983	\$ 504,952	\$ 1,038,107	\$ 577,371	\$ 460,736
Fuel Volume Discounts-Jet A		86,523	(86,523)		73,657	(73,657)		67,739	(67,739)
AvGas Fuel Sales-Commercial	84,189	74,437	9,752	59,207	53,771	5,436	86,552	77,441	9,111
AvGas Fuel Sales	51,046	40,925	10,121	46,563	35,348	11,215	45,503	35,995	9,508
Fuel Volume Discounts-AvGas		760	(760)		678	(678)		647	(647)
Auto & Diesel Fuel Sales	121,813	90,911	30,902	136,133	106,378	29,755	131,631	105,027	26,604
Into-Plane Fees	162,785		162,785	151,335		151,335	159,485		159,485
Fuel Farm Fees	157,968		157,968	163,671		163,671	157,361		157,361
Landing Fees	52,995		52,995	56,540		56,540	52,284		52,284
Parking Fees	30,294		30,294	30,922		30,922	27,857		27,857
Deicing	979,776	540,669	439,107	819,033	618,660	200,373	1,048,652	691,791	356,861
FOB Services	96,093		96,093	129,627		129,627	121,645		121,645
FBO Services (Catering, etc)	21,623	860	20,763	12,259	1,250	11,009	12,493	560	11,933
Total	\$ 2,991,369	\$ 1,538,224	\$ 1,453,145	\$ 2,822,224	\$ 1,601,725	\$ 1,220,499	\$ 2,881,570	\$ 1,556,571	\$ 1,324,999

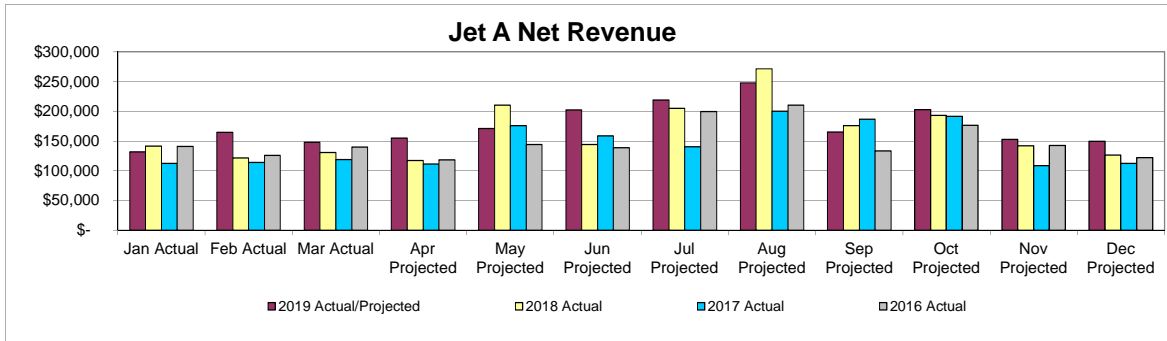
	2019 Actual			2019 Budget			2018 Actual		
	Gross Revenues	Cost of Sales	Net Revenue	Gross Revenues	Cost of Sales	Net Revenue	Gross Revenues	Cost of Sales	Net Revenue
January	\$ 930,877	\$ 492,248	\$ 438,629	\$ 968,749	\$ 566,759	\$ 401,990	\$ 981,904	\$ 551,280	\$ 430,624
February	1,207,502	621,512	585,990	973,400	573,590	399,810	838,732	452,647	386,085
March	852,990	424,464	428,526	880,075	461,376	418,699	1,060,934	552,644	508,290
April	-	-	-	715,370	366,690	348,680	682,197	342,099	340,098
May	-	-	-	722,868	361,190	361,678	843,555	430,353	413,202
June	-	-	-	801,318	412,050	389,268	673,250	341,233	332,017
July	-	-	-	863,799	444,701	419,098	859,036	448,941	410,095
August	-	-	-	980,582	502,274	478,308	1,057,757	555,130	502,627
September	-	-	-	693,298	346,517	346,781	738,734	389,209	349,525
October	-	-	-	864,159	453,603	410,556	857,474	442,605	414,869
November	-	-	-	833,239	445,685	387,554	1,054,884	579,770	475,114
December	-	-	-	949,515	559,811	389,704	778,895	390,318	388,577
Total	\$ 2,991,369	\$ 1,538,224	\$ 1,453,145	\$ 10,246,372	\$ 5,494,246	\$ 4,752,126	\$ 10,427,352	\$ 5,476,229	\$ 4,951,123

YTD \$ 2,991,369 \$ 1,538,224 \$ 1,453,145 \$ 2,822,224 \$ 1,601,725 \$ 1,220,499 \$ 2,881,570 \$ 1,556,571 \$ 1,324,999

Albany International Airport FBO Jet A Fuel Sales For the three months ended March 31

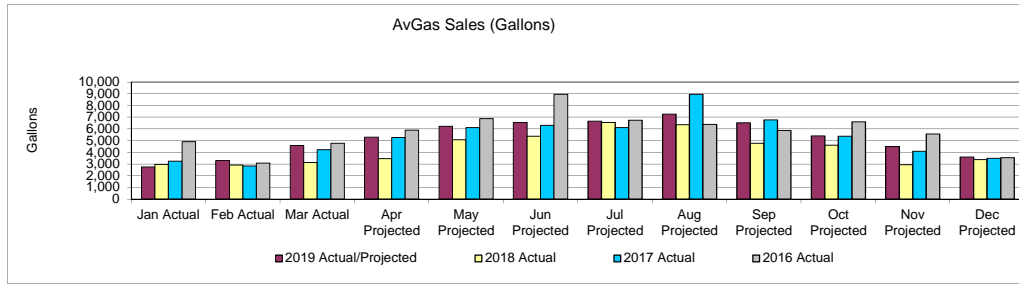


Jet A Gallons		2019	2019 Budget	# Variance	% Variance	2018	2019 vs 2018	2017	2016
January	(Actual)	83,336	87,543	(4,207)	-4.8%	82,592	0.9%	70,070	81,710
February	(Actual)	98,665	83,002	15,663	18.9%	71,125	38.7%	67,820	74,536
March	(ACTUAL)	87,742	81,932	5,810	7.1%	72,099	21.7%	66,129	79,951
April	(Projected)	94,204	88,173	6,030	6.8%	72,863	29.3%	65,069	68,402
May	(Projected)	103,999	97,342	6,657	6.8%	118,650	-12.3%	99,920	83,850
June	(Projected)	122,831	114,968	7,863	6.8%	89,409	37.4%	89,950	80,224
July	(Projected)	132,977	124,465	8,512	6.8%	122,091	8.9%	83,365	110,860
August	(Projected)	150,855	141,198	9,657	6.8%	153,689	-1.8%	113,131	120,313
September	(Projected)	100,206	93,791	6,414	6.8%	103,321	-3.0%	96,413	79,169
October	(Projected)	123,335	115,440	7,895	6.8%	110,506	11.6%	107,989	102,474
November	(Projected)	92,696	86,762	5,934	6.8%	86,915	6.7%	65,483	82,517
December	(Projected)	90,900	85,081	5,819	6.8%	75,434	20.5%	70,963	67,060
Total		1,281,745	1,199,698	82,047	6.8%	1,158,694	10.6%	996,302	1,031,066
YTD Gallons		269,743	252,476	17,267	6.8%	225,816	19.5%	204,019	236,197

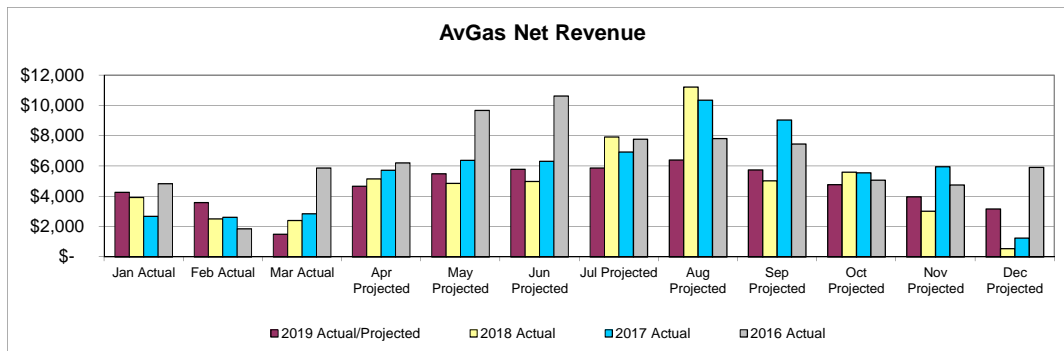


Jet A Net Revenue		2019	2019 Budget	# Variance	% Variance	2018	2019 vs 2018	2017	2016
January	(Actual)	\$ 131,406	\$ 149,546	\$ (18,140)	-12.1%	\$ 141,143	-6.9%	\$ 112,128	\$ 140,607
February	(Actual)	164,266	141,788	22,478	15.9%	121,451	35.3%	113,822	125,545
March	(ACTUAL)	147,453	139,961	7,492	5.4%	130,403	13.1%	118,397	139,416
April	(Projected)	154,754	150,623	4,131	2.7%	117,160	32.1%	111,173	117,903
May	(Projected)	170,846	166,285	4,561	2.7%	210,246	-18.7%	175,376	143,880
June	(Projected)	201,783	196,396	5,387	2.7%	143,769	40.4%	158,488	138,577
July	(Projected)	218,451	212,619	5,832	2.7%	204,549	6.8%	140,062	199,181
August	(Projected)	247,819	241,203	6,616	2.7%	271,633	-8.8%	199,745	210,063
September	(Projected)	164,614	160,220	4,395	2.7%	175,786	-6.4%	186,356	132,912
October	(Projected)	202,611	197,201	5,409	2.7%	192,929	5.0%	191,217	176,189
November	(Projected)	152,278	148,213	4,065	2.7%	141,572	7.6%	108,259	142,396
December	(Projected)	149,327	145,341	3,987	2.7%	126,192	18.3%	111,976	121,863
Total		\$ 2,105,609	\$ 2,049,396	\$ 56,213	2.7%	\$ 1,976,833	6.5%	\$ 1,726,999	\$ 1,788,532
YTD Net Revenues		\$ 443,125	\$ 431,295	\$ 11,830	2.7%	\$ 392,997	12.8%	\$ 344,347	\$ 405,568

Albany International Airport FBO Av Gas Retail Sales For the three months ended March 31

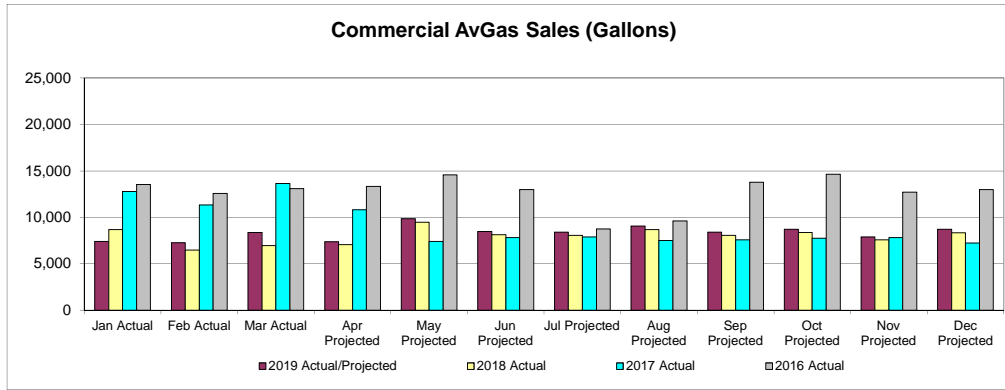


		2019		# Variance	% Variance	2018	2019 vs 2018	2017	2016
		2019	2019 Budget						
January	(Actual)	2,738	3,016	(278)	-9.2%	2,978	-8.1%	3,248	4,915
February	(Actual)	3,291	2,706	585	21.6%	2,914	12.9%	2,836	3,087
March	(ACTUAL)	4,578	3,250	1,328	40.9%	3,134	46.1%	4,236	4,773
April	(Projected)	5,299	4,482	817	18.2%	3,471	52.7%	5,261	5,879
May	(Projected)	6,226	5,266	960	18.2%	5,062	23.0%	6,101	6,884
June	(Projected)	6,549	5,539	1,010	18.2%	5,378	21.8%	6,292	8,954
July	(Projected)	6,653	5,627	1,026	18.2%	6,547	1.6%	6,118	6,733
August	(Projected)	7,245	6,128	1,117	18.2%	6,341	14.3%	8,939	6,380
September	(Projected)	6,523	5,517	1,006	18.2%	4,772	36.7%	6,751	5,863
October	(Projected)	5,404	4,571	833	18.2%	4,616	17.1%	5,359	6,588
November	(Projected)	4,499	3,805	694	18.2%	2,952	52.4%	4,090	5,563
December	(Projected)	3,599	3,044	555	18.2%	3,369	6.8%	3,479	3,537
Total		62,606	52,953	9,653	18.2%	51,534	21.5%	62,710	69,156
YTD Gallons		10,607	8,972	1,635	18.2%	9,026	17.5%	10,320	12,775

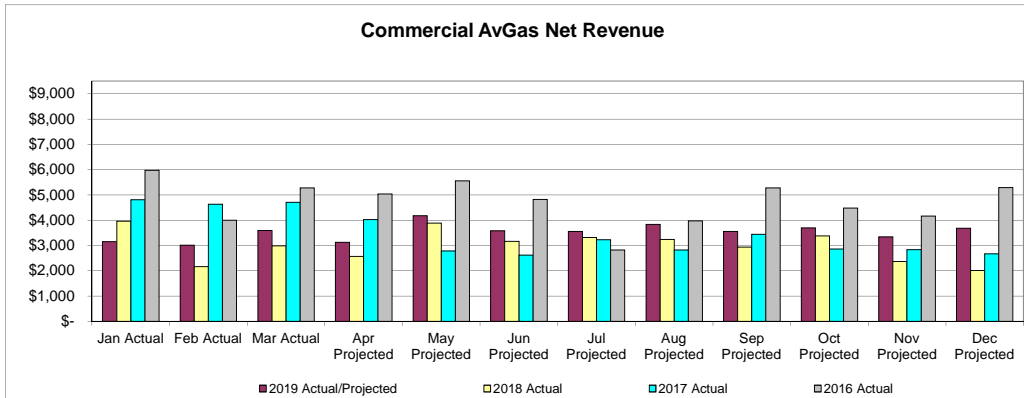


		2019		# Variance	% Variance	2018	2019 vs 2018	2017	2016
		2019	2019 Budget						
January	(Actual)	\$ 4,275	\$ 3,542	\$ 733	20.7%	\$ 3,940	8.5%	\$ 2,687	\$ 4,839
February	(Actual)	3,582	3,178	404	12.7%	2,516	42.4%	2,618	1,857
March	(ACTUAL)	1,504	3,817	(2,313)	-60.6%	2,405	-37.5%	2,843	5,885
April	(Projected)	4,677	5,264	(587)	-11.2%	5,159	-9.4%	5,721	6,205
May	(Projected)	5,495	6,185	(690)	-11.2%	4,869	12.9%	6,373	9,675
June	(Projected)	5,780	6,506	(726)	-11.2%	4,982	16.0%	6,322	10,632
July	(Projected)	5,872	6,609	(738)	-11.2%	7,935	-26.0%	6,925	7,786
August	(Projected)	6,394	7,197	(803)	-11.2%	11,213	-43.0%	10,360	7,815
September	(Projected)	5,757	6,480	(723)	-11.2%	5,023	14.6%	9,049	7,463
October	(Projected)	4,769	5,368	(599)	-11.2%	5,591	-14.7%	5,560	5,076
November	(Projected)	3,971	4,469	(499)	-11.2%	3,028	31.1%	5,967	4,755
December	(Projected)	3,177	3,576	(399)	-11.2%	554	473.4%	1,237	5,917
Total		\$ 55,251	\$ 62,191	\$ (6,940)	-11.2%	\$ 57,215	-3.4%	\$ 65,662	\$ 77,905
YTD Net Revenues		\$ 9,361	\$ 10,537	\$ (1,176)	-11.2%	\$ 8,861	5.6%	\$ 8,148	\$ 12,581

Albany International Airport Commercial Av Gas Retail Sales For the three months ended March 31

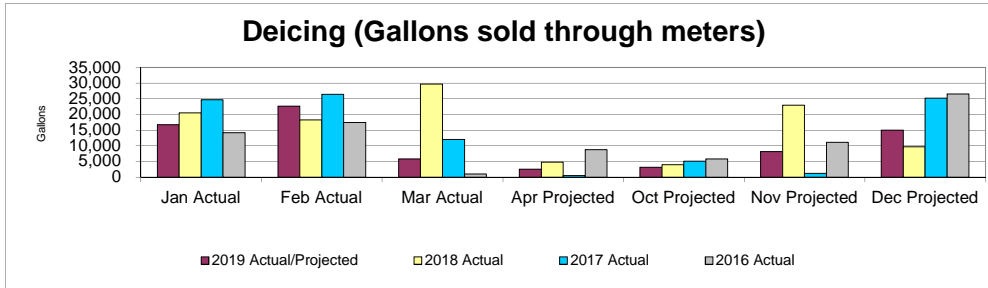


Commercial AvGas Gallons		2019	2019 Budget	# Variance	% Variance	2018	2019 vs 2018	2017	2016
January	(Actual)	7,400	5,765	1,635	28.4%	8,683	-14.8%	12,793	13,548
February	(Actual)	7,277	4,294	2,983	69.5%	6,467	12.5%	11,347	12,560
March	(ACTUAL)	8,377	4,632	3,745	80.8%	6,977	20.1%	13,639	13,080
April	(Projected)	7,372	4,698	2,674	56.9%	7,076	4.2%	10,817	13,340
May	(Projected)	8,856	6,281	3,575	56.9%	9,460	4.2%	7,402	14,577
June	(Projected)	8,473	5,399	3,073	56.9%	8,132	4.2%	7,834	13,001
July	(Projected)	8,408	5,358	3,050	56.9%	8,070	4.2%	7,875	8,754
August	(Projected)	9,053	5,769	3,284	56.9%	8,689	4.2%	7,506	9,604
September	(Projected)	8,402	5,354	3,048	56.9%	8,064	4.2%	7,594	13,774
October	(Projected)	8,716	5,555	3,162	56.9%	8,366	4.2%	7,743	14,650
November	(Projected)	7,886	5,026	2,861	56.9%	7,569	4.2%	7,820	12,715
December	(Projected)	8,706	5,548	3,158	56.9%	8,356	4.2%	7,223	12,983
Total		99,927	63,680	36,247	56.9%	95,909	4.2%	109,593	152,586
YTD Gallons		23,054	14,692	8,362	56.9%	22,127	4.2%	37,779	39,188

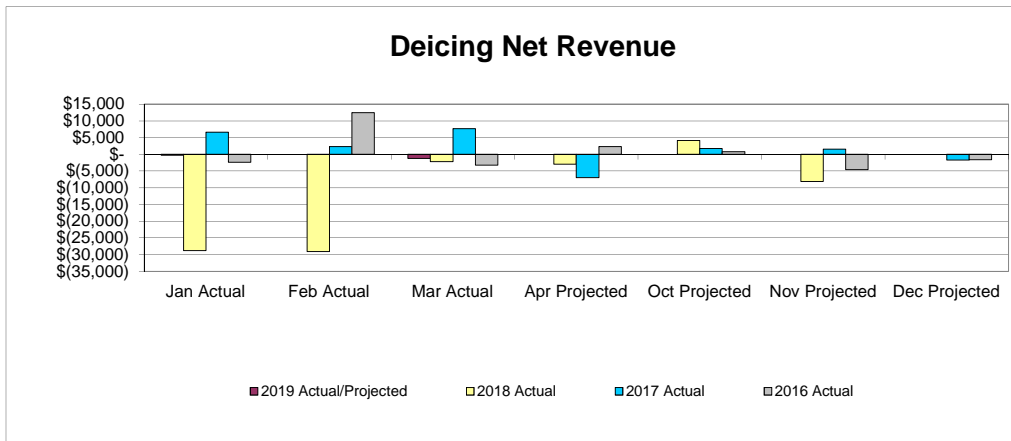


Commercial AvGas Net Revenue		2019	2019 Budget	# Variance	% Variance	2018	2019 vs 2018	2017	2016
January	(Actual)	\$ 3,154	\$ 2,133	\$ 1,021	47.9%	\$ 3,965	-20.5%	\$ 4,805	\$ 5,974
February	(Actual)	3,005	1,589	1,416	89.1%	2,165	38.8%	4,625	4,003
March	(ACTUAL)	3,593	1,714	1,879	109.6%	2,981	20.5%	4,706	5,277
April	(Projected)	3,119	1,738	1,380	79.4%	2,564	21.6%	4,016	5,040
May	(Projected)	4,169	2,324	1,845	79.4%	3,889	7.2%	2,780	5,548
June	(Projected)	3,584	1,998	1,586	79.4%	3,168	13.1%	2,619	4,822
July	(Projected)	3,557	1,983	1,574	79.4%	3,315	7.3%	3,229	2,817
August	(Projected)	3,829	2,135	1,695	79.4%	3,242	18.1%	2,825	3,970
September	(Projected)	3,554	1,981	1,573	79.4%	2,933	21.2%	3,443	5,271
October	(Projected)	3,687	2,055	1,632	79.4%	3,372	9.3%	2,860	4,476
November	(Projected)	3,336	1,859	1,476	79.4%	2,369	40.8%	2,831	4,165
December	(Projected)	3,683	2,053	1,630	79.4%	2,008	83.4%	2,668	5,293
Total		\$ 42,270	\$ 23,562	\$ 18,708	79.4%	\$ 35,971	17.5%	\$ 41,407	\$ 56,656
YTD Net Revenues		\$ 9,752	\$ 5,436	\$ 4,316	79.4%	\$ 9,111	7.0%	\$ 14,136	\$ 15,254

**Albany International Airport
FBO Deicing Sales Consortium
For the three months ended March 31**

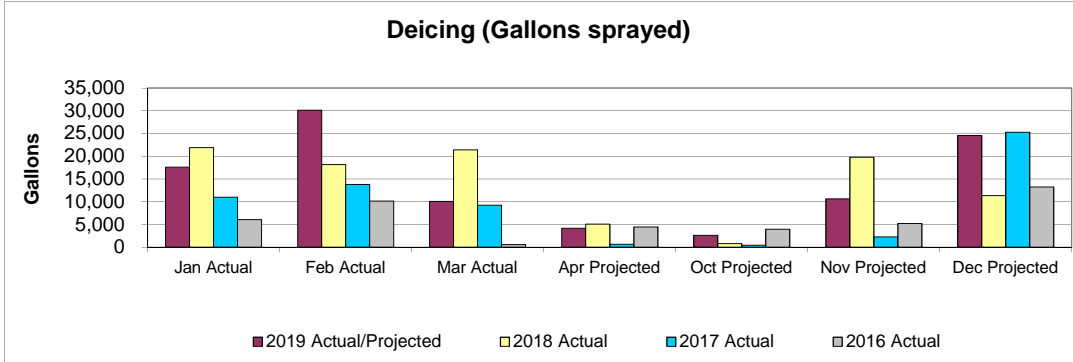


Deicing gallons sold through meters		2019	2019	#	%	2018	2019 vs	2017	2016
		2019	Budget	Variance	Variance	2018	2018	2017	2016
January	(Actual)	16,742	20,776	(4,034)	-19.4%	20,525	-18.4%	24,685	14,145
February	(Actual)	22,642	25,024	(2,382)	-9.5%	18,289	23.8%	26,437	17,437
March	(ACTUAL)	5,746	13,494	(7,748)	-57.4%	29,689	-80.6%	11,991	9,811
April	(Projected)	2,480	3,259	(778)	-23.9%	4,758	-47.9%	530	8,786
October	(Projected)	3,111	4,088	(976)	-23.9%	3,917	-20.6%	5,049	5,767
November	(Projected)	8,180	10,747	(2,567)	-23.9%	22,905	-64.3%	1,184	11,114
December	(Projected)	14,928	19,613	(4,685)	-23.9%	9,627	55.1%	25,203	26,507
Total		73,829	97,000	(23,171)	-23.9%	109,710	-32.7%	95,079	84,737
YTD Gallons		45,130	59,294	(14,164)	-23.9%	68,503	-34.1%	63,113	32,563

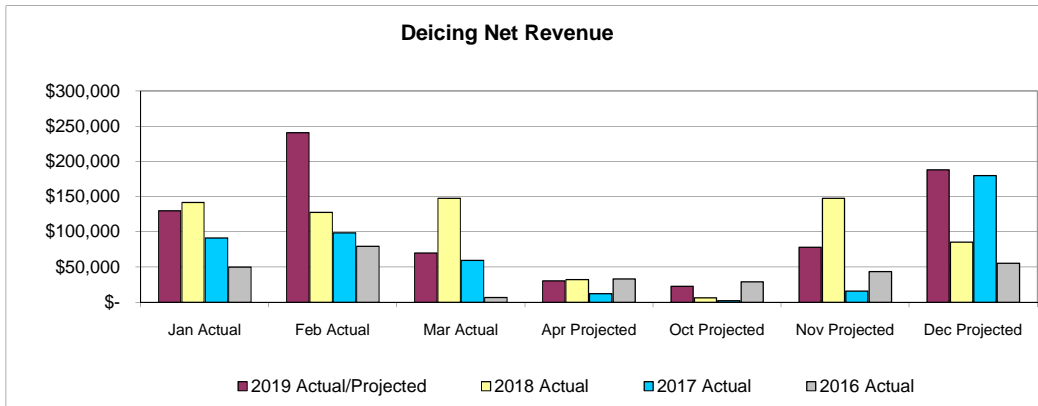


Deicing gallons sold through meters Net Revenue		2019	2019	#	%	2018	2019 vs	2017	2016
		2019	Budget	Variance	Variance	2018	2018	2017	2016
January	(Actual)	\$ (276)	0	-276	100.0%	\$ (28,775)	-99.0%	\$ 6,670	(2,395)
February	(Actual)	0	0	0	0.0%	(29,046)	-100.0%	2,322	12,514
March	(ACTUAL)	(1,247)	0	-1,247	0.0%	(2,171)	-42.6%	7,706	(3,199)
April	(Projected)	0	0	0	0.0%	(2,912)	0.0%	(6,980)	2,292
October	(Projected)	0	0	0	0.0%	4,102	-100.0%	1,749	778
November	(Projected)	0	0	0	0.0%	(8,081)	-100.0%	1,574	(4,603)
December	(Projected)	0	0	0	0.0%	0	0.0%	(1,730)	(1,648)
Total		-1,523	0	(\$1,523)	100.0%	(\$66,883)	-97.7%	\$11,311	\$3,739
YTD Net Revenues		\$ (1,523)	\$ -	(\$1,523)	100.0%	(\$59,992)	-97.5%	\$16,698	\$6,920

**Albany International Airport
FBO Deicing Sales Sprayed
For the three months ended March 31**

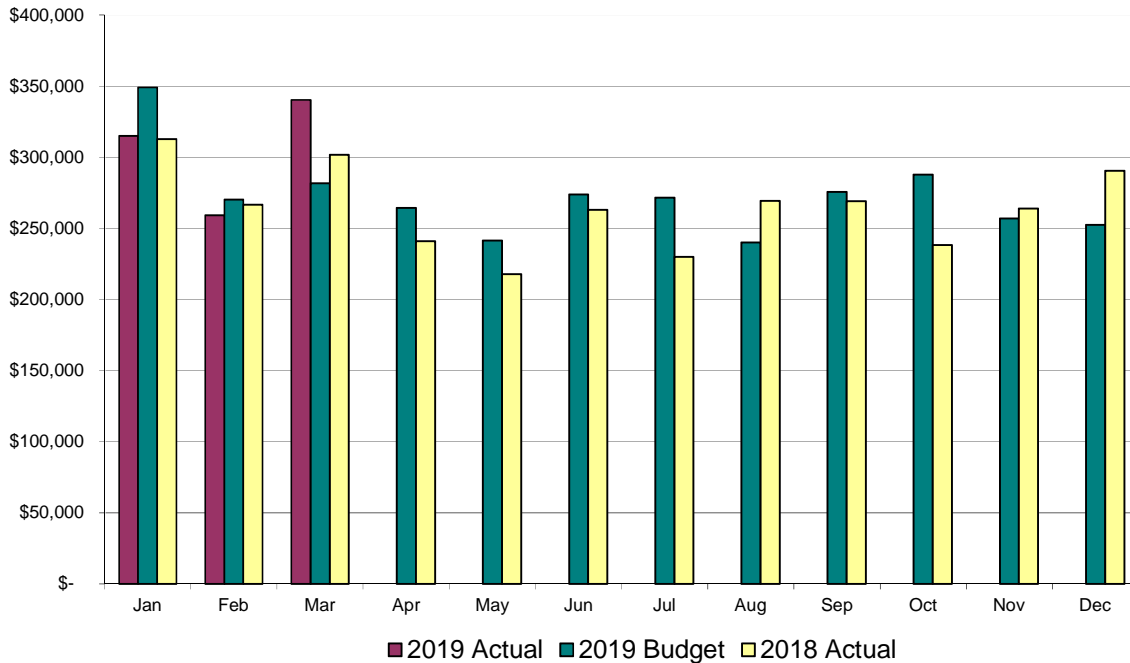


Deicing gallons sprayed		2019	2019 Budget	# Variance	% Variance	2018	2019 vs 2018	2017	2016
January	(Actual)	17,624	12,057	5,567	46.2%	21,867	-19.4%	10,964	6,053
February	(Actual)	30,117	13,908	16,209	116.5%	18,176	65.7%	13,776	10,149
March	(ACTUAL)	10,043	8,511	1,532	18.0%	21,401	-53.1%	9,246	551
April	(Projected)	4,142	2,471	1,671	67.6%	5,064	-18.2%	675	4,433
October	(Projected)	2,620	1,563	1,057	67.6%	772	239.4%	431	3,928
November	(Projected)	10,653	6,356	4,297	67.6%	19,799	-46.2%	2,231	5,209
December	(Projected)	24,527	14,634	9,893	67.6%	11,339	116.3%	25,237	13,260
Total		99,726	59,500	40,226	67.6%	98,418	1.3%	62,560	43,583
YTD Gallons		57,784	34,476	23,308	67.6%	61,444	-6.0%	33,986	16,753



Deicing gallons sprayed Net Revenue		2019	# Variance	% Variance	2018	2019 vs 2018	2017	2016
January	(Actual)	\$ 129,840	\$ 69,385	\$ 60,455	87.1%	\$ 141,663	\$ 91,123	\$ 49,782
February	(Actual)	240,751	81,868	158,883	194.1%	127,744	88.5%	98,604
March	(ACTUAL)	70,039	49,120	20,919	42.6%	147,445	-52.5%	59,441
April	(Projected)	30,526	13,882	16,645	119.9%	32,128	-5.0%	12,121
October	(Projected)	22,710	10,327	12,383	119.9%	6,556	246.4%	2,237
November	(Projected)	78,307	35,609	42,697	119.9%	147,769	-47.0%	16,093
December	(Projected)	188,142	85,556	102,586	119.9%	85,365	120.4%	179,788
Total		760,315	\$ 345,747	\$ 414,568	119.9%	\$ 688,670	10.4%	\$ 459,407
YTD Net Revenues		\$ 440,630	\$ 200,373	\$ 240,257	119.9%	\$ 416,852	5.7%	\$ 249,168

Albany International Airport FBO Operating and Maintenance Expenses For the three months ended March 31



YTD Expenses	2019 Actual	2019 Budget	2018 Actual
Personal Services			
Salaries	\$ 315,565	\$ 318,485	\$ 284,348
Overtime	62,803	43,225	51,718
Total Personal Services	<u>378,368</u>	<u>361,710</u>	<u>336,066</u>
Employee Benefits	133,155	155,925	141,396
Utilities & Communications	31,242	38,402	38,314
Purchased Services	204,216	181,436	177,153
Material & Supplies			
Buildings	13,544	20,605	34,922
Grounds	6,951	5,525	2,375
Vehicles	95,587	77,753	72,815
Total Materials & Supplies	<u>116,082</u>	<u>103,883</u>	<u>110,112</u>
Administration	51,505	59,806	78,186
Non-Capital Equipment	-	-	-
Total Expenses	<u>\$ 914,567</u>	<u>\$ 901,162</u>	<u>\$ 881,227</u>

	2019 Actual	2019 Budget	2018 Actual
January	\$ 315,065	\$ 349,105	\$ 312,720
February	259,182	270,382	266,639
March	340,320	281,675	301,868
April	-	264,505	241,095
May	-	241,383	217,740
June	-	273,886	263,094
July	-	271,679	229,965
August	-	240,138	269,334
September	-	275,642	269,166
October	-	287,887	238,330
November	-	257,095	263,932
December	-	252,395	290,514
Total	<u>\$ 914,567</u>	<u>\$ 3,265,772</u>	<u>\$ 3,164,397</u>

YTD \$ 914,567 \$ 901,162 \$ 881,227

ALBANY COUNTY AIRPORT AUTHORITY
Detail of FBO/Million Air Departments
For the Three Months Ending Sunday, March 31, 2019

	Total Annual Budget	This Month Budget	This Month Actual	Var this Mo To Budget	Year to Date Budget	Year to Date Actual	Var this Yr to Budget
EXPENSES							
Personal Services							
11000 Salaries	\$1,273,941	\$122,494	\$128,181	(\$5,686)	\$318,485	\$315,565	\$2,920
12010 Overtime 1.5	175,277	14,580	25,971	(11,391)	43,225	62,803	(19,578)
Total Personal Services	1,449,218	137,074	154,152	(17,078)	361,710	378,367	(16,658)
Employee Benefits							
21000 Social Security	110,866	9,643	11,455	(1,812)	27,953	28,078	(125)
22000 Health Insurance	410,237	34,186	35,534	(1,348)	102,559	89,738	12,821
24000 Medical Exams	1,500	125	1,335	(1,210)	375	1,335	(960)
25000 Uniforms & Laundry	6,650	554	282	273	1,663	1,055	607
25005 Uniform Purchases	11,500	958	0	958	2,875	3,147	(272)
26010 Disability Insurance	3,470	289	0	289	868	0	868
26020 Unemployment Insurance	19,910	2,764	1,163	1,601	15,845	5,456	10,389
29001 Airport & FBO 401K	13,967	1,379	1,810	(430)	3,788	4,345	(558)
Total Employee Benefits	578,100	49,899	51,578	(1,679)	155,925	133,155	22,770
Utilities & Communications							
31000 Electric	53,000	4,929	1,427	3,501	15,619	10,814	4,805
33000 Natural Gas	33,000	6,013	5,356	657	20,344	17,204	3,140
35000 Water	1,400	700	514	186	700	514	186
36010 Telephone Charges-Local	550	46	26	20	137	84	54
36011 Tele Chg-Long Dist	650	54	24	31	163	73	89
36033 Wireless	2,414	201	200	1	604	601	3
36035 Radio Communications	400	0	0	0	400	397	3
36060 Cable Television	1,740	145	162	(17)	435	1,555	(1,120)
Total Utilities & Communications	93,154	12,088	7,709	4,379	38,402	31,242	7,159
PURCHASED SERVICES							
Insurance							
42010 Airport Liability Insurance	120,868	0	0	0	40,501	56,504	(16,004)
42041 Environmental Liability	7,642	0	0	0	7,642	0	7,642
42060 Property Insurance	52,017	1,228	1,461	(233)	44,650	45,927	(1,277)
42095 Insurance Claims	20,000	1,667	0	1,667	5,000	0	5,000
Total Insurance	200,527	2,895	1,461	1,434	97,793	102,432	(4,639)
Janitorial							
45010 Refuse Removal Services	3,000	250	220	30	750	661	89
Total Janitorial	3,000	250	220	30	750	661	89
Public Communications							
46010 Public Relations	42,000	3,500	20,613	(17,113)	10,500	27,613	(17,113)
Total Public Communications	42,000	3,500	20,613	(17,113)	10,500	27,613	(17,113)
Professional Services							
49040 Professional Management	280,000	23,644	23,913	(268)	72,393	73,511	(1,118)
Total Professional Services	280,000	23,644	23,913	(268)	72,393	73,511	(1,118)
Total Purchased Services	525,527	30,289	46,206	(15,917)	181,436	204,216	(22,780)

ALBANY COUNTY AIRPORT AUTHORITY
Detail of FBO/Million Air Departments
For the Three Months Ending Sunday, March 31, 2019

	Total Annual Budget	This Month Budget	This Month Actual	Var this Mo To Budget	Year to Date Budget	Year to Date Actual	Var this Yr to Budget
MATERIALS & SUPPLIES							
FBO							
51101 Fuel Costs - Jet A	3,383,148	231,048	227,783	3,265	711,983	703,139	8,844
51102 Fuel Discounts - Jet A	350,000	23,903	28,352	(4,450)	73,657	86,523	(12,866)
51103 Fuel Costs - AvGas	208,635	12,803	21,262	(8,459)	35,348	40,925	(5,577)
51104 Fuel Discount - AvGas	4,000	245	375	(129)	678	760	(83)
51108 Fuel Costs - Comm AvGas	233,069	16,955	29,042	(12,087)	53,771	74,437	(20,666)
51105 Fuel Costs - Auto Gas	78,000	9,558	9,471	87	32,223	30,813	1,410
51107 Fuel Costs - Diesel	200,000	21,122	16,374	4,748	74,155	60,098	14,057
51110 Deicing Type I - Sprayed	344,414	51,424	39,871	11,553	198,369	193,574	4,795
51111 Deicing Type I - Consortium	505,500	68,781	36,989	31,792	310,219	252,669	57,550
51112 Deicing Type IV - Sprayed	44,759	4,529	11,312	(6,782)	27,019	45,166	(18,147)
51113 Deicing Type IV - Consortium	137,720	20,590	2,773	17,817	83,053	49,260	33,793
51120 Catering	1,000	83	0	83	250	0	250
51125 Oil	3,000	250	860	(610)	750	860	(110)
51126 TKS	1,000	83	0	83	250	0	250
Total FBO	5,494,246	461,375	424,465	36,910	1,601,725	1,538,225	63,499
Buildings							
52010 Alarm & PA Systems	6,200	517	0	517	1,550	(676)	2,226
52031 Electrical Repairs & Supplies	10,000	833	970	(137)	2,500	2,460	40
52032 Elevator Repairs & Supplies	5,000	417	0	417	1,250	0	1,250
52033 HVAC	10,500	875	0	875	2,625	7	2,618
52034 Roof	5,500	458	0	458	1,375	0	1,375
52035 Plumbing Repairs & Supplies	3,500	292	4,103	(3,811)	875	5,433	(4,558)
52036 Automatic Door Repairs	4,000	333	0	333	1,000	0	1,000
52037 Pest Control	744	62	62	0	186	186	0
52060 Building Maintenance	27,000	2,250	1,830	420	6,750	4,724	2,026
52062 Janitorial Supplies	5,000	417	368	49	1,250	1,410	(160)
52063 Window Washing	4,477	373	0	373	1,119	0	1,119
52080 Sign Expense	500	42	0	42	125	0	125
Total Buildings	82,421	6,868	7,333	(465)	20,605	13,544	7,062
Grounds							
53010 Landscaping	500	0	0	0	0	0	0
53030 Pavement Repairs	500	0	0	0	0	0	0
53040 Sign Expense	100	8	0	8	25	0	25
53070 Hazardous Waste Mgmt	10,000	833	0	833	2,500	0	2,500
53078 Liquid Waste Disposal	12,000	1,000	1,875	(875)	3,000	6,951	(3,951)
Total Grounds	23,100	1,842	1,875	(33)	5,525	6,951	(1,426)
Vehicles							
54010 Gasoline	10,000	940	1,289	(349)	3,082	4,178	(1,096)
54011 Diesel Fuel	64,000	6,131	7,575	(1,445)	21,943	23,544	(1,602)
54013 Vehicle / Equipment Tires	10,500	875	0	875	2,625	2,286	339
54021 Vehicle Repair & Maintenance	1,500	125	0	125	375	54	321
54022 Vehicle Communication Equip	2,000	167	0	167	500	0	500
54030 General Equip Repair & Maint	57,500	4,792	6,744	(1,952)	14,375	16,200	(1,825)
54031 Quality Control Testing Equip	15,000	1,250	1,223	27	3,750	1,223	2,527
54040 Heavy Equipment Maint	125,000	11,719	29,661	(17,942)	29,478	47,376	(17,898)
54070 Vehicle Shop Tools & Supplies	6,500	542	0	542	1,625	726	899
Total Vehicles	292,000	26,539	46,492	(19,953)	77,753	95,587	(17,834)

ALBANY COUNTY AIRPORT AUTHORITY
Detail of FBO/Million Air Departments
For the Three Months Ending Sunday, March 31, 2019

	<u>Total Annual Budget</u>	<u>This Month Budget</u>	<u>This Month Actual</u>	<u>Var this Mo To Budget</u>	<u>Year to Date Budget</u>	<u>Year to Date Actual</u>	<u>Var this Yr to Budget</u>
Total Material & Supplies	5,891,767	496,624	480,164	16,460	1,705,608	1,654,306	51,301
Office							
55010 Office Equipment Rental	1,912	159	30	129	478	71	407
55012 Office Equipment Serv Agrmnt	600	0	0	0	0	0	0
55013 Office Equipment Repairs	100	8	0	8	25	0	25
55014 Computer System Supplies	6,250	521	0	521	1,562	0	1,562
55015 Hardware/Software Maint	8,390	699	0	699	2,098	1,131	967
55016 Computer Equipment	650	54	0	54	163	0	163
55020 Office Furniture & Fixtures	2,000	167	0	167	500	0	500
55030 Printed Forms / Letterhead	1,000	83	0	83	250	0	250
55032 Printing Outside Services	300	25	0	25	75	0	75
55041 Express Mail	250	21	0	21	62	0	62
55060 Office Supplies	5,000	417	5	412	1,250	1,040	210
55070 Payroll Services	18,000	2,202	2,123	79	4,855	5,052	(197)
Total Office	44,452	4,357	2,159	2,198	11,318	7,294	4,024
Administration							
66000 Dues & Subscriptions	17,300	364	13,506	(13,142)	14,357	13,506	851
66010 AvPorts/MA Training & Travel	11,500	958	0	958	2,875	0	2,875
66013 Function Refreshments	1,000	83	0	83	250	0	250
66015 Incentives	43,000	4,345	1,410	2,935	9,074	6,335	2,739
66031 Economic Development	1,000	83	0	83	250	0	250
66060 Credit Card Service Charges	104,000	6,885	7,901	(1,016)	21,683	24,370	(2,687)
Total Administration	177,800	12,719	22,817	(10,098)	48,488	44,211	4,277
Total Expenses	8,760,018	743,050	764,784	(21,735)	2,502,886	2,452,792	50,094
Total Exp & Non Cap Equip.	<u>8,760,018</u>	<u>743,050</u>	<u>764,784</u>	<u>(21,735)</u>	<u>2,502,886</u>	<u>2,452,792</u>	<u>50,094</u>

Albany International Airport
Employee Count 2019

	Budget	As of	As of	As of	As of	As of	As of	As of	As of	As of	As of	As of	As of	Variance
	2019	Jan 31, 19	Feb 28, 19	Mar 31, 19	Apr 30, 19	May 31, 19	Jun 30, 19	Jul 31, 19	Aug 31, 19	Sep 30, 19	Oct 31, 19	Nov 30, 19	Dec 31, 19	Budget vs.
														Mar 31, 19
<u>FBO MANAGEMENT - MILLION AIR:</u>														
Commercial														
Fuel Farm Technician	2.00	2.00	2.00	2.00										0.00
Line Service Technician	9.00	8.00	8.00	8.00										-1.00
Fuel Farm /Facility Manager	1.00	1.00	1.00	1.00										0.00
General Aviation														
Line Service Technician	15.00	16.00	15.00	14.00										-1.00
Facilities Maintenance	0.00	0.00	0.00	0.00										0.00
Customer Service Representative	5.00	5.00	5.00	5.00										0.00
Administration														
General Manager	1.00	1.00	1.00	1.00										0.00
LSM-GA Trainer	1.00	1.00	1.00	1.00										0.00
Operations Supervisors/PM	1.00	1.00	1.00	1.00										0.00
Total Million Air Positions	35.00	35.00	34.00	33.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-2.00

Personnel Services & Benefits

For the three months ended March 31, 2019

	Million Air		
	Year to Date Budget	Year to Date Actual	Variance
Personnel Services			
Regular - Salaries	\$ 278,645	\$ 280,554	\$ (1,909)
Holiday Pay	-	-	-
Other Dollars/Funeral/Jury/Retro	17,166	15,256	1,910
Shift Premium	1,556	1,728	(172)
Lead Pay	487	866	(379)
Sick Pay	5,275	7,692	(2,417)
Personal Pay	8,176	5,175	3,001
Vacation Pay	7,180	4,294	2,886
Sub Total	318,485	315,565	2,920
Overtime	43,225	62,803	(19,578)
Double Time Pay	-	-	-
Total	361,710	378,368	(16,658)
Employee Benefits			
Social Security & Medicare	27,953	28,078	(125)
Federal Unemployment Tax	3,243	1,406	1,837
NYS Unemployment	12,602	4,050	8,552
Workers Compensation	-	-	-
401 (K) Plan Match	3,788	4,345	(557)
Health & Dental Insurance	114,528	101,540	12,988
Employee Benefits Deductions	(11,969)	(11,802)	(167)
Disability/Life Insurance	868	-	868
Total	151,013	127,617	23,396
Total Salaries and Benefits	\$ 512,723	\$ 505,985	\$ 6,738

Albany International Airport 2019 FBO Performance Measurements For the three months ended March 31

Commercial Aviation Performance Measurements					
	2016 Final	2017 Final	2018 Final	2019 Budget	2019 YTD Actual
Number of accidents/incidents	5	1	4	0	2
Number of airline delays counted against MA	14	14	36	0	7
Into-plane gallons pumped	18,602,032	19,495,122	21,013,458	20,590,563	5,048,854
Number of Audits performed by Airlines/ Quality Control-Employee Training Records	25	28	31	5	7
Number of non-compliance items reported in Airline Audits	10	9	6	4	1
AvGas fuel sales commercial	152,586	109,593	95,909	63,680	23,054
Deicing gallons pumped	128,320	157,039	208,128	156,500	101,914
Workers' compensation cases	4	0	0	0	0
Employees who have completed Safety Programs	20	55	60	15	19
Quality control audits at the Fuel Farm (less the better)	13	25	17	5	4
Completed monthly training programs	12	12	12	12	3
Monthly survey of airlines	100%	100%	100%	100%	100%
Overtime/Personnel Services (%)	13.3%	14.3%	13.9%	10.7%	13.0%

General Aviation Performance Measurements					
	2016 Final	2017 Final	2018 Final	2019 Budget	2019 YTD Actual
AvGas fuel sales (gallons)	69,156	62,710	51,534	52,953	10,607
Jet A fuel sales (gallons)	1,031,066	996,302	1,158,694	1,199,698	269,743
Number of international flights	517	456	426	500	90
General Aviation Aircraft customer transactions	7,392	6,931	7,479	7,687	1,458
Number of Aircraft Arrivals	7,349	7,260	7,822	8,000	1,511
Number of Aircraft fueled	5,958	6,307	5,833	6,000	1,262
Number of ramp fees collected	2,102	1,743	2,071	2,200	311
Number of landing fees collected	4,147	3,637	3,682	3,800	829
Employees who completed the NATA Safety 1st Program	20	9	21	20	0
Employees who completed all Safety Programs	15	54	79	14	22
Property Accidents	5	0	2	0	0
Quarterly reports from monthly safety meetings	100%	100%	100%	100%	100%
Overtime/Personnel Services (%)	16.4%	17.6%	20.7%	16.6%	22.9%

Million Air's Administrative Performance Measurements					
	2016 Final	2017 Final	2018 Final	2019 Budget	2019 YTD Actual
Million Air's total full time employment equivalents	33	36	32	35.0	33.0
Total Million Air overtime	13.0%	13.9%	15.5%	12.1%	16.6%
Number of marketing events attended	1	2	3	4	0
Number of based tenants	15	18	16	16	18
Employee turnover annum	30%	16%	25%	10%	-6%
Workers' compensation cases	2	3	1	0	0
Number of customers gained (prior year comparison)	6%	-6%	8%	1%	-1%
Overtime/Personnel Services (%)	0.0%	0.0%	0.0%	0.0%	0.0%

**** UNAUDITED - FOR INTERNAL REVIEW****



Authority Operations

Albany County Airport Authority
Expense Summary

	2018	March 2019				March 2018 Actual	2019 Actual/ Prior Year Variance %
	Adopted FY Budget	Budget YTD	Actual YTD	Variance YTD	Variance %		
EXPENSES BY CATEGORY							
Personal Services	\$ 1,976,885	\$ 494,221	\$ 497,539	\$ (3,318)	-0.67%	\$ 482,473	-3.12%
Employee Benefits	1,396,127	353,219	348,458	4,761	1.35%	341,694	-1.98%
Utilities & Communications	92,918	27,511	28,093	(582)	-2.12%	33,094	15.11%
Purchased Services							
Accounting & Auditing	61,000	25,527	76,324	(50,797)	-198.99%	22,119	-245.06%
Insurance	337,994	329,773	333,806	(4,033)	-1.22%	329,203	-1.40%
Legal Services	50,000	12,500	2,492	10,008	80.06%	5,710	56.36%
Janitorial	17,063	4,266	4,050	215	5.04%	4,201	3.58%
Public Communications	414,954	103,739	42,400	61,339	59.13%	54,106	21.64%
Special Studies	35,000	8,750	0	8,750	100.00%	2,007	100.00%
Professional Services	101,160	25,290	36,209	(10,919)	-43.18%	21,602	-67.61%
Total Purchased Services	1,017,171	509,845	495,281	14,563	2.86%	438,948	-12.83%
Material & Supplies							
Buildings	31,263	7,816	4,028	3,788	48.47%	5,936	32.15%
Grounds	500	0	0	0	0.00%	0	0.00%
Total Material & Supplies	31,763	7,816	4,028	3,788	48.47%	5,936	32.15%
Office	220,506	57,434	70,314	(12,880)	-22.43%	47,054	-49.43%
Administration	127,020	47,760	38,026	9,734	20.38%	44,374	14.31%
Total Expenses	\$ 4,862,390	\$ 1,497,806	\$ 1,481,739	\$ 16,066	1.07%	\$ 1,393,573	-6.33%

ALBANY COUNTY AIRPORT AUTHORITY
 ACAA
 For the Three Months Ending Sunday, March 31, 2019

	Total Annual Budget	This Month Budget	This Month Actual	Var this Mo To Budget	Year to Date Budget	Year to Date Actual	Var this Yr to Budget
EXPENSES							
Personal Services							
11000 Salaries	\$1,976,885	\$164,740	\$157,355	\$7,386	\$494,221	\$482,543	\$11,678
13000 Temporary Help	0	0	5,288	(5,288)	0	14,996	(14,996)
Total Personal Services	1,976,885	164,740	162,643	2,098	494,221	497,539	(3,318)
Employee Benefits							
21000 Social Security	151,803	13,110	11,896	1,214	39,605	36,490	3,115
22000 Health Insurance	598,427	49,869	48,524	1,345	149,607	145,445	4,162
22105 OPEB	325,000	27,083	27,083	0	81,250	81,250	0
22200 Health-Dental	45,232	3,769	3,424	346	11,308	10,271	1,037
22300 Health-Vision	6,643	554	516	37	1,661	1,549	112
23000 Health - AFLAC	7,560	630	606	24	1,890	1,773	117
24010 EAP Program	970	614	178	437	614	613	1
24015 Smoking Cessation Class	1,200	100	0	100	300	0	300
26010 Disability Insurance	644	54	(740)	794	161	(740)	901
26020 Unemployment Insurance	3,259	47	171	(124)	2,976	2,262	713
26030 Workers Compensation	4,812	401	610	(209)	1,203	4,499	(3,296)
29000 NYS Retirement	250,577	20,881	21,682	(801)	62,644	65,046	(2,402)
Total Employee Benefits	1,396,127	117,113	113,950	3,163	353,219	348,458	4,761
Utilities & Communications							
31000 Electric	23,000	2,535	2,036	499	8,137	4,752	3,385
33000 Natural Gas	5,500	1,093	928	165	3,270	3,310	(40)
36010 Telephone Charges-Local	5,500	458	399	59	1,375	1,220	155
36011 Tele Chg-Long Dist	1,500	125	127	(2)	375	374	2
36015 Telephones-Monthly Service	15,000	1,250	1,234	16	3,750	3,701	49
36016 Telephones-Monthly Usage	1,500	125	101	24	375	327	48
36020 Telephone Repairs	23,585	1,965	0	1,965	5,896	10,047	(4,151)
36032 Internet Access	17,100	1,425	1,437	(12)	4,275	4,311	(36)
36060 Cable Television	233	19	36	(16)	58	51	7
Total Utilities & Communications	92,918	8,996	6,299	2,697	27,511	28,093	(582)
PURCHASED SERVICES							
Accounting & Auditing							
41010 Financial Services	55,000	6,220	16,800	(10,580)	23,199	76,324	(53,124)
41020 Rates & Charges	6,000	2,327	0	2,327	2,327	0	2,327
Total Accounting & Auditing	61,000	8,547	16,800	(8,253)	25,527	76,324	(50,797)
Insurance							
42010 Airport Liability Insurance	227,168	0	0	0	227,168	227,186	(18)
42041 Environmental Liability	38,705	0	0	0	38,705	38,705	0
42060 Property Insurance	2,027	166	197	(31)	1,031	1,204	(173)
42065 Crime Insurance	2,397	0	0	0	2,397	6,577	(4,180)
42090 Fiduciary Insurance	1,272	0	0	0	0	0	0
42070 Public Official Liability	24,519	0	0	0	24,519	25,061	(542)
42080 Cyber Liability	11,906	0	0	0	5,953	5,073	880
42093 Agency Fee	30,000	0	0	0	30,000	30,000	0
Total Insurance	337,994	166	197	(31)	329,773	333,806	(4,033)
Legal							

ALBANY COUNTY AIRPORT AUTHORITY
 ACAA
 For the Three Months Ending Sunday, March 31, 2019

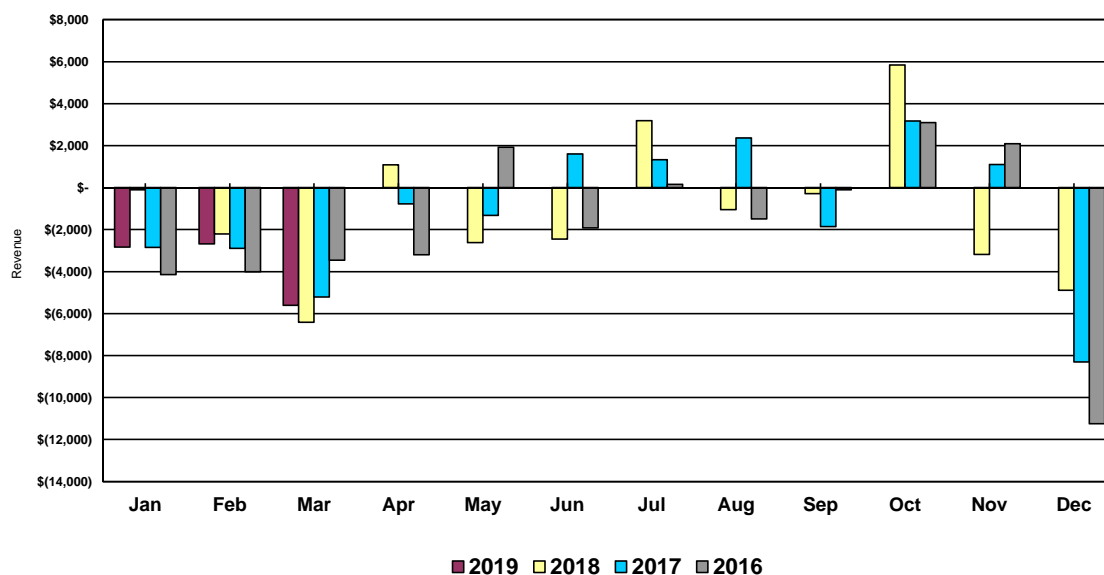
	<u>Total Annual Budget</u>	<u>This Month Budget</u>	<u>This Month Actual</u>	<u>Var this Mo To Budget</u>	<u>Year to Date Budget</u>	<u>Year to Date Actual</u>	<u>Var this Yr to Budget</u>
43000 Legal Services	50,000	4,167	225	3,942	12,500	2,492	10,008
Total Legal	50,000	4,167	225	3,942	12,500	2,492	10,008
Janitorial							
45000 Janitorial Services	17,063	1,641	1,250	391	4,266	4,050	215
Total Janitorial	17,063	1,641	1,250	391	4,266	4,050	215
Public Communications							
46010 Public Relations	85,389	7,116	3,903	3,213	21,347	31,655	(10,307)
46015 Advertising	329,565	27,464	650	26,814	82,391	10,745	71,646
Total Public Communications	414,954	34,580	4,553	30,027	103,739	42,400	61,339
Studies							
47000 Special Studies	35,000	2,917	0	2,917	8,750	0	8,750
Total Studies	35,000	2,917	0	2,917	8,750	0	8,750
Professional Services							
49005 Appraisal	5,000	417	0	417	1,250	0	1,250
49010 Architectural	30,000	2,500	0	2,500	7,500	0	7,500
49015 Consultant	18,000	1,500	0	1,500	4,500	7,219	(2,719)
49020 Engineering Services	3,000	250	15,000	(14,750)	750	17,700	(16,950)
49060 Code Enforcement	45,160	3,763	3,763	0	11,290	11,290	0
Total Professional Services	101,160	8,430	18,763	(10,333)	25,290	36,209	(10,919)
Total Purchased Services	1,017,171	60,446	41,788	18,658	509,844	495,280	14,564
MATERIALS & SUPPLIES							
Buildings							
52010 Alarm & PA Systems	3,000	250	0	250	750	1,500	(750)
52031 Electrical Repairs & Supplies	8,000	667	709	(42)	2,000	824	1,176
52032 Elevator Repairs & Supplies	3,000	250	0	250	750	0	750
52033 HVAC	1,500	125	0	125	375	0	375
52034 Roof	500	42	0	42	125	0	125
52035 Plumbing Repairs & Supplies	1,500	125	0	125	375	0	375
52036 Automatic Door Repairs	500	42	0	42	125	0	125
52037 Pest Control	1,500	125	0	125	375	0	375
52059 Storage Space Rental	7,500	625	505	120	1,875	1,703	172
52060 Building Maintenance	3,000	250	0	250	750	0	750
52063 Window Washing	1,263	105	0	105	316	0	316
Total Buildings	31,263	2,605	1,214	1,392	7,816	4,028	3,788
Grounds							
53010 Landscaping	500	0	0	0	0	0	0
Total Grounds	500	0	0	0	0	0	0
Total Material & Supplies	31,763	2,605	1,214	1,392	7,816	4,028	3,788
Office							
55010 Office Equipment Rental	10,133	844	368	477	2,533	1,718	815
55012 Office Equipment Serv Agrmnt	3,297	275	412	(137)	824	973	(149)
55013 Office Equipment Repairs	500	42	0	42	125	0	125
55014 Computer System Supplies	26,500	2,208	1,688	520	6,625	4,441	2,184

ALBANY COUNTY AIRPORT AUTHORITY
 ACAA
 For the Three Months Ending Sunday, March 31, 2019

	<u>Total Annual Budget</u>	<u>This Month Budget</u>	<u>This Month Actual</u>	<u>Var this Mo To Budget</u>	<u>Year to Date Budget</u>	<u>Year to Date Actual</u>	<u>Var this Yr to Budget</u>
55015 Hardware/Software Maint	107,356	9,380	11,508	(2,128)	28,361	39,686	(11,325)
55016 Computer Equipment	10,720	893	1,300	(407)	2,680	2,430	250
55020 Office Furniture & Fixtures	10,000	833	0	833	2,500	507	1,993
55030 Printed Forms / Letterhead	1,000	83	0	83	250	103	147
55032 Printing Outside Services	20,000	1,667	2,362	(695)	5,000	9,161	(4,161)
55040 Postage	8,500	708	1,242	(534)	2,125	3,951	(1,826)
55041 Express Mail	500	42	18	23	125	52	73
55050 Reference Materials	1,000	83	0	83	250	0	250
55060 Office Supplies	15,000	1,250	2,158	(908)	3,750	4,209	(459)
55070 Payroll Services	6,000	877	1,286	(409)	2,285	3,083	(798)
Total Office	220,506	19,186	22,341	(3,156)	57,434	70,314	(12,880)
Administration							
66000 Dues & Subscriptions	18,000	1,521	722	800	6,516	3,346	3,169
66001 Airport Membership (ACI)	14,000	0	0	0	14,000	14,217	(217)
66002 A.A.A.E. Memberships	550	0	275	(275)	275	275	0
66003 G.F.O.A.	800	67	0	67	200	780	(580)
66005 NYS Bar Association	670	0	0	0	0	0	0
66006 NY Airport Managers Assoc	5,000	5,000	0	5,000	5,000	0	5,000
66007 Local Chamber Of Commerce	6,000	1,259	0	1,259	1,927	868	1,059
66008 Center For Economic Growth	3,000	0	0	0	0	0	0
66011 Authority Travel & Education	500	42	0	42	125	0	125
66012 Authority Mgmt Travel & Educ	20,000	1,667	3,221	(1,554)	5,000	3,336	1,664
66013 Function Refreshments	20,000	1,667	1,044	623	5,000	3,116	1,884
66014 Outside Functions	5,000	417	0	417	1,250	2,828	(1,578)
66030 Advertising - Public Meetings	20,000	1,667	3,656	(1,989)	5,000	7,364	(2,364)
66031 Economic Development	1,000	83	0	83	250	0	250
66060 Credit Card Service Charges	2,500	217	122	95	717	730	(12)
66062 Bank & Paying Agent Fees	10,000	833	0	833	2,500	1,166	1,334
Total Administration	127,020	14,439	9,039	5,400	47,760	38,026	9,734
Total Expenses	4,862,390	387,526	357,274	30,252	1,497,805	1,481,738	16,067
Total Exp & Non Cap Equip.	<u>4,862,390</u>	<u>387,526</u>	<u>357,274</u>	<u>30,252</u>	<u>1,497,805</u>	<u>1,481,738</u>	<u>16,067</u>

Albany International Airport Departure Revenue and Expenses 2016 - 2019

Departure Operating Results



	2019 Gross Revenues	2019 Direct Expenses	2019 Operating Results	2018 Gross Revenues	2018 Direct Expenses	2018 Operating Results	2017 Operating Results	2016 Operating Results
YTD Revenues								
Museums	\$25,030	\$14,456	\$10,574	\$24,798	\$14,100	\$10,698	\$12,765	\$9,576
Direct Purchase	16,826	6,015	10,811	19,191	6,503	12,688	7,967	6,347
Salaries	0	31,653	(31,653)	0	30,614	(30,614)	(30,579)	(26,969)
Misc Rev/Exp (*)	376	1,232	(856)	4	1,511	(1,506)	(1,102)	(568)
Total	\$42,233	\$53,357	(\$11,125)	\$43,993	\$52,727	(\$8,734)	(\$10,949)	(\$11,615)
(*) Supplies, shipping, parking discounts, credit card expenses								
	2019 Gross Revenues	2019 Direct Expenses	2019 Operating Results	2018 Gross Revenues	2018 Direct Expenses	2018 Operating Results	2017 Operating Results	2016 Operating Results
January	\$ 10,529	\$ 13,361	\$ (2,832)	\$ 14,604	\$ 14,713	\$ (109)	\$ (2,845)	\$ (4,146)
February	\$ 15,134	\$ 17,818	(2,685)	14,215	16,419	(2,204)	(2,900)	(4,010)
March	16,570	22,177	(5,607)	15,175	21,595	(6,420)	(5,204)	(3,459)
April	-	-	-	18,944	17,859	1,085	(769)	(3,193)
May	-	-	-	22,284	24,897	(2,613)	(1,320)	1,929
June	-	-	-	19,899	22,354	(2,455)	1,602	(1,923)
July	-	-	-	22,297	19,108	3,188	1,322	154
August	-	-	-	21,174	22,218	(1,044)	2,359	(1,491)
September	-	-	-	19,849	20,137	(288)	(1,863)	(107)
October	-	-	-	24,362	18,519	5,842	3,178	3,092
November	-	-	-	21,398	24,578	(3,180)	1,093	2,089
December	-	-	-	27,917	32,813	(4,896)	(8,310)	(11,250)
Total	\$42,233	\$ 53,357	(\$11,125)	\$ 242,117	\$ 255,211	(\$13,094)	(\$13,658)	(\$22,315)
YTD	\$ 42,233	\$ 53,357	\$ (11,125)	\$ 43,993	\$ 52,727	\$ (8,734)	\$ (10,949)	\$ (11,615)

Albany International Airport Departure Operating Summary For the three months ended March 31

	Total 2019 Budget	This Month		Year to Date		
		Budget	Actual	Budget	Actual	Variance
Revenue						
Museum Shop	\$141,607	8,598.41	\$9,240	\$26,047	\$25,030	(\$1,017)
Direct Buy	113,560	7,877	7,316	20,217	16,826	(3,391)
Shipping	926	38	30	297	127	(170)
Layaway	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0
Over/(Short)	0	0	(1)	0	(1)	(1)
Gift Cert. Redeemed/(Sold)	0	0	(16)	0	250	250
Total Revenues	\$256,092	\$16,514	\$16,570	\$46,562	\$42,233	(\$4,329)
Expenses						
Salaries and Benefits						
Salaries	\$101,593	\$8,679	\$10,122	\$23,854	\$23,576	\$278
Benefits	31,574	2,510	2,786	7,953	8,077	(124)
Total Salaries and Benefits	133,166	11,189	12,907	31,807	31,653	154
Museum Shop	80,751	4,309	5,325	14,759	14,456	303
Direct Buy	38,213	4,662	3,493	6,480	6,015	465
Shipping	610	38	23	137	48	89
Parking	584	15	68	108	248	(140)
Telephone	156	11	11	38	33	5
Travel/Membership/Donations	285	0	0	170	50	120
Equipment/Repairs/Loss/Supplies	3,345	508	350	1,105	853	251
Credit Card Fees	9,362	0	0	0	0	0
Total Expenses	\$266,471	\$20,733	\$22,177	\$54,603	\$53,357	\$1,246
Net Revenues	(\$10,379)	(\$4,219)	(\$5,607)	(\$8,042)	(\$11,125)	(\$3,083)

Albany International Airport
Employee Count 2019

	Budget 2019	As of Jan 31, 19	As of Feb 28, 19	As of Mar 31, 19	As of Apr 30, 19	As of May 31, 19	As of Jun 30, 19	As of Jul 31, 19	As of Aug 31, 19	As of Sep 30, 19	As of Oct 31, 19	As of Nov 30, 19	As of Dec 31, 19	Variance Budget vs. Mar 31, 19
<u>AUTHORITY</u>														
Administration	23.00	22.00	22.00	22.00										-1.00
Total Authority Positions	23.00	22.00	22.00	22.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-1.00
Total Airport Positions	231.00	213.50	215.00	215.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-16.00

Albany International Airport 2019 ACAA Performance Measurements For the three months ended March 31

ACAA Performance Measurements					
	2016 Final	2017 Final	2018 Final	2019 Budget	2019 YTD Actual
ACAA's total full time employment equivalents	22	22	22	23	22
Community meetings	70	62	86	50	22
Aviation conferences/meetings	29	30	51	30	8
Open Accounts Receivable/Total Operating Revenues	4.2%	4.3%	4.0%	3.0%	4.0%
Open Accounts Payable/Total Operating Expenses	1.9%	1.8%	2.9%	1.6%	2.9%
SPDES Permit	yes	yes	yes	yes	yes
FAA: Part 139 Operation Compliance	yes	yes	yes	yes	yes
Part 77 Airspace Compliance	yes	yes	yes	yes	yes
Part 150 Noise Program	yes	yes	yes	yes	yes
Part 121 Air Cargo Carriers	yes	yes	yes	yes	yes
Update maps & charts of Airport	yes	yes	yes	yes	yes
Landside building rent increase/(decrease) from previous year	8%	2%	1%	10%	15%
T Hangar rent increase/(decrease) from previous year	-3%	1%	4%	-2%	4%
Tie Down rent increase/(decrease) from previous year	-6%	26%	2%	0%	2%
Landside land rent increase/(decrease) from previous year	4%	14%	2%	0%	19%
DBE Participation for construction/engineer contractors	9%	9%	7%	7%	7%
MWBE Participation for construction/engineer contractors	30%	30%	30%	20%	30%
Minority Representation in the Workforce-Concessions					
HMS Host	28%	29%	38%	30%	40%
Paradies	37%	43%	54%	38%	59%
Dunkin Donuts	33%	44%	48%	50%	50%
OHM (New concessionaire as of March 2018)	N/A	N/A	33%	20%	77%
Terminal Survey Results (average, 5 being the highest)	N/A	N/A	4.8	5.0	4.6
Ambassador Program-hours volunteered	15,879	15,827	14,963	15,000	3,385
Ambassador assistance - landside	66,111	120,038	21,750	20,000	6,322
Ambassador assistance - airside	31,768	29,670	27,568	30,000	2,750
Canine assistance-landside (new for 2015)	45,294	93,060	80,333	80,000	19,232
Canine assistance-airside (new for 2015)	6,442	7,024	4,375	5,000	761
Concession revenue increase from previous year	3.7%	7.0%	2.4%	1.3%	10.9%
Business Center Visitors (new for 2017)	1278	2670	3275	3,500	678
Community tours	33	44	30	40	1

**** UNAUDITED - FOR INTERNAL REVIEW****



Investment Schedule

**ALBANY COUNTY AIRPORT AUTHORITY
INVESTMENT SCHEDULE
MARCH 31, 2019**

DEBT SERVICE RESERVE FUNDS:

	SECURITY	DATES		AMOUNT	RATE
		INV.	MAT.		
<u>Series:</u>					
1999 EFC	SLGS *	6/24/2010	10/15/2019	\$ 277,389	3.093%
2010	SLGS	12/31/2018	6/30/2019	\$ 9,512,000	2.540%
2017A	SLGS	12/31/2018	6/30/2019	\$ 704,000	2.540%
2017B	SLGS	12/31/2018	6/30/2019	\$ 556,000	2.540%
2018A	SLGS	12/31/2018	6/30/2019	\$ 962,000	2.540%
2018B	SLGS	12/31/2018	6/30/2019	\$ 513,000	2.540%

* SLGS are State and Local Government Series Securities sold by the U.S. Treasury and offered only to issuers of state and local government tax-exempt debt to assist with compliance of yield restriction or arbitrage rebate provisions of the Internal Revenue Code. Purchasers may only invest Tax-Exempt Bond Proceeds. The Authority makes purchases of SLGS directly from the U.S. Treasury without a broker or dealer and with maturities of generally no more than twelve months.

AGENDA ITEM NO. 5.2

COMPARISON OF ENPLANEMENTS

Comparison of Enplanements 2018 - 2019

	Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	TOTAL
Albany International Airport (ALB)													
Current Year	122,342	126,345	125,618	137,983	139,520	113,139	132,723	119,639	116,482	106,622	106,760	131,398	1,478,571
Prior Year	119,423	120,665	120,316	131,916	135,306	111,208	127,281	115,758	107,862	104,011	102,852	126,052	1,422,650
% of Change	2.44%	4.71%	4.41%	4.60%	3.11%	1.74%	4.28%	3.35%	7.99%	2.51%	3.80%	4.24%	3.93%
Bradley International Airport (BDL)													
Current Year	288,239	284,122	284,975	311,100	312,711	255,985	295,060	285,639	270,790	241,312	238,652	N/A	3,068,585
Prior Year	274,438	282,732	283,061	295,649	296,002	240,489	287,873	264,878	264,878	237,215	235,556	N/A	2,962,771
% of Change	5.03%	0.49%	0.68%	5.23%	5.64%	6.44%	2.50%	7.84%	2.23%	1.73%	1.31%	N/A	3.57%
Buffalo Niagara International Airport (BUF)													
Current Year	213,631	237,279	232,716	246,058	244,123	206,248	222,735	201,219	191,142	158,054	153,200	214,190	2,520,595
Prior Year	202,696	208,707	204,662	224,446	226,490	193,870	196,194	189,261	180,112	162,717	158,607	212,421	2,360,183
% of Change	5.39%	13.69%	13.71%	9.63%	7.79%	6.38%	13.53%	6.32%	6.12%	-2.87%	-3.41%	0.83%	6.80%
Greater Rochester International Airport (ROC)													
Current Year	108,161	117,556	112,539	121,371	115,854	100,068	114,121	109,024	100,547	91,034	90,318	110,297	1,290,890
Prior Year	101,950	106,604	104,204	111,621	111,901	95,523	109,805	104,404	99,445	89,012	91,691	107,777	1,233,937
% of Change	6.09%	10.27%	8.00%	8.73%	3.53%	4.76%	3.93%	4.43%	1.11%	2.27%	-1.50%	2.34%	4.62%
Plattsburgh International Airport (PBG)													
Current Year	12,352	6,803	5,832	9,943	9,432	5,020	8,227	9,787	11,404	10,083	15,177	17,328	121,388
Prior Year	16,904	9,262	9,134	13,276	12,255	3,988	6,903	7,568	10,783	9,945	13,711	17,305	131,034
% of Change	-26.93%	-26.55%	-36.15%	-25.11%	-23.04%	25.88%	19.18%	29.32%	5.76%	1.39%	10.69%	0.13%	-7.36%
Stewart International Airport (SWF)													
Current Year	25,249	30,417	32,325	34,999	38,163	30,074	31,647	28,417	28,589	22,330	17,736	N/A	319,944
Prior Year	12,746	15,054	15,054	27,854	28,311	22,997	25,849	22,562	23,242	21,466	19,631	N/A	234,765
% of Change	98.09%	102.05%	114.72%	25.65%	34.80%	30.78%	22.43%	25.95%	23.01%	4.02%	-9.65%	N/A	36.28%
Syracuse International Airport (SYR)													
Current Year	97,947	96,879	96,337	110,919	109,613	94,907	107,426	98,723	94,647	85,812	88,986	107,201	1,189,397
Prior Year	83,486	90,416	85,789	92,969	95,736	83,242	98,274	89,892	85,481	75,835	81,317	91,908	1,054,345
% of Change	17.32%	7.15%	12.30%	19.31%	14.50%	14.01%	9.31%	9.82%	10.72%	13.16%	9.43%	16.64%	12.81%
Westchester County Airport (HPN)													
Current Year	64,854	63,429	63,828	70,569	73,990	58,935	68,356	55,952	66,193	60,594	60,693	71,484	778,877
Prior Year	58,769	64,043	62,919	67,836	66,218	54,319	67,530	61,476	62,600	57,087	56,060	62,078	740,935
% of Change	10.35%	-0.96%	1.44%	4.03%	11.74%	8.50%	1.22%	-8.99%	5.74%	6.14%	8.26%	15.15%	5.12%

N/A - Not Available

AGENDA ITEM NO. 5.3

SUMMARY AIRLINES SCHEDULED

FLIGHTS AND MARKETS

**ALBANY COUNTY AIRPORT AUTHORITY
SUMMARY AIRLINE SCHEDULED FLIGHTS AND MARKETS**

AS OF DATES	1/09/19	2/6/19	3/13/19	4/10/19	5/15/19	6/ /19	7/ /19	8/ /19	9/ /19	10/ /19	11/ /19	12/ /19
DAILY DEPARTURES												
Allegiant Air			3	3								
American Airlines	3	3	2	2	3							
American Eagle/Envoy	2	2	2	2								
American Eagle/Piedmont	5	5	5	6	6							
American Eagle/PSA	4	4	5	5	4							
American Eagle/SkyWest												3
Delta Air Lines	3	3	4	4	4							
Delta Connection/Endeavor	1	1										
Delta Connection/GoJet	2	2	2	3								
Delta Connection/SkyWest	1	1	2	1	4							
jetBlue Airways	2	2	2	2	2							
Southwest Airlines	11	11	13	12	12							
United Airlines	1	1	1	2	3							
United Express/Air Wisconsin	2	2	1	2	1							
United Express/Commutair	4	4	7	6	7							
United Express/Expressjet	2	2	2	1								
United Express/Mesa				1	1							
United Express/SkyWest			1									
	43	43	52	52	50	0	0	0	0	0	0	0
Cape Air	6	6	6	6								
	6	6	6	6	0	0	0	0	0	0	0	0
TOTAL DAILY FLIGHTS	49	49	58	58	50	0	0	0	0	0	0	0
MAXIMUM SEATS AVAILABLE <1>	140,055	131,467	163,226	167,206	164,709							
Enplanements	106,622	106,760	131,398									
YTD Load Factor 79%	76%	81%	81%									
DIRECT FLIGHT MARKETS												
Atlanta	3	3	3	3	3							
Baltimore-Washington	5	5	5	5	5							
Charlotte	3	3	3	3	3							
Chicago Midway	2	2	2	2	2							
Chicago O'Hare	5	5	6	6	7							
Denver			1	1	1							
Detroit Wayne County	4	4	4	4	4							
Fort Lauderdale/Hollywood	2	2	2	2	2							
Fort Myers			1									
Minneapolis			1	1	1							
New York-Newark	4	4	5	5	5							
Orlando	3	3	3	3	3							
Philadelphia	5	5	5	6	6							
Punta Gorda			1	1								
Sanford, FL			1	1								
St. Petersburg/Clearwater			1	1								
Tampa	1	1	1	1	1							
Washington Dulles	2	2	3	3	3							
Washington National	4	4	4	4	4							
	43	43	52	52	50	0	0	0	0	0	0	0
Boston	3	3	3	3								
Ogdensburg	3	3	3	3								
	6	6	6	6	0	0	0	0	0	0	0	0
TOTAL MARKETS	49	49	58	58	50	0	0	0	0	0	0	0
AIRCRAFT TYPE												
Jets	20	20	25	22	24	0	0	0	0	0	0	0
RJ's	23	23	27	30	26	0	0	0	0	0	0	0
Commuters	6	6	6	6	0	0	0	0	0	0	0	0
	49	49	58	58	50	0	0	0	0	0	0	0

<1> Maximum seats includes non-daily service by Frontier

- ** Effective 10/2/18, Frontier Airlines has 3 flights a week direct to Orlando, FL
- ** Effective 11/21/18, Frontier Airlines has 2 flights a week direct to Fort Myers, FL
- ** Effective 12/12/18, Allegiant Air has 3 flights a week to St. St. Pete / Clearwater / Tampa, FL
- ** Effective 12/13/18, Allegiant Air has 3 flights a week to Orlando / Sanford, FL
- ** Effective 12/13/18, Allegiant Air has 2 flights a week to Punta Gorda / Fort Myers, FL

**ALBANY INTERNATIONAL AIRPORT
DAILY DEPARTURES
CHANGES TO BE IMPLEMENTED BY MAY 15, 2019**

	Destination	# of Flights		Inc/(Dec) in Flights	Daily Seat Changes
		This Month	Last Month		
<u>JET SERVICE</u>					
ALLEGIANT AIR	Punta Gorda	0	1	-1	-177
	Sanford, FL	0	1	-1	-156
	St. Petersburg/Clearwater	0	1	-1	-156
AMERICAN AIRLINES	Charlotte	3	2	1	106
AMERICAN EAGLE					
Envoy	Chicago O'Hare	0	2	-2	-126
Piedmont	Philadelphia	5	6	-1	-50
	Washington National	1	0	1	50
PSA	Charlotte	0	1	-1	-75
	Philadelphia	1	0	1	75
	Washington National	3	4	-1	-50
SkyWest	Chicago O'Hare	3	0	3	189
DELTA CONNECTION					
GoJet	Detroit Wayne County	0	3	-3	-207
SkyWest	Detroit Wayne County	3	0	3	214
UNITED AIRLINES	Chicago O'Hare	3	2	1	96
UNITED EXPRESS					
Air Wisconsin	Chicago O'Hare	0	2	-2	-100
	Washington Dulles	1	0	1	50
Commutair	New York Newark	5	4	1	50
Expressjet	New York Newark	0	1	-1	-50
Mesa	Washington Dulles	0	1	-1	-70
SkyWest	Chicago O'Hare	1	0	1	50
<u>REGIONAL CARRIERS</u>					
CAPE AIR	Boston	0	3	-3	-27
	Ogdensburg	0	3	-3	-27
TOTAL				-8	-391

RECAP OF CHANGES BY MARKET

Boston	Cape Air	-27
Charlotte	American	31
Chicago O'Hare	United	46
Chicago O'Hare	American	63
Detroit Wayne County	Delta	7
New York Newark	United	0
Ogdensburg	Cape Air	-27
Philadelphia	American	25
Punta Gorda	Allegiant	-177
Sanford, FL	Allegiant	-156
St. Petersburg/Clearwater	Allegiant	-156
Washington Dulles	United	-20
Washington National	American	0
TOTAL		-391

**ALBANY COUNTY AIRPORT AUTHORITY
SUMMARY AIRLINE SCHEDULED FLIGHTS AND MARKETS**

AS OF DATES	1/17/18	2/14/18	3/14/18	4/18/18	5/16/18	6/13/18	7/18/18	8/15/18	9/12/18	10/17/18	11/14/18	12/12/18
DAILY DEPARTURES												
American Airlines	2	2	2	2	3	3	3	3	3	3	3	3
American Eagle/Envoy	2	2	2	2	2	2	2	2	2	3	3	3
American Eagle/Piedmont	3	3	1	4	4	3	3	3	5	5	5	5
American Eagle/PSA	6	6	5	1	1	1	4	2	4	4	5	5
American Eagle/Republic	2	2	4	4	5	3	2	2				
American Eagle/Trans States				1		3	1	3				
Delta Air Lines	4	3	4	4	4	4	4	4	4	4	4	4
Delta Connection/Endeavor			1					1	3	1		
Delta Connection/GoJet						2	3	3	1	2	1	2
Delta Connection/SkyWest	2	2	3	4	4	2	1			1	3	1
jetBlue Airways	2	2	2	2	3	2	2	2	2	2	2	2
OneJet		2	4	3	2	3	3	2	2			
Southwest Airlines	12	13	15	13	13	12	12	11	10	12	11	10
United Airlines				2	2	4	4	4	3	4	1	1
United Express/Air Wisconsin				2	2	1	1	1	1			2
United Express/Commutair	5	5	8	8	5	6	6	6	7	7	8	8
United Express/Expressjet	2	2	1							1	2	1
United Express/GoJet										1		
United Express/Mesa						1	1	1				
United Express/Republic					1							
United Express/SkyWest	1	1	2		2						1	1
United Express/Transtates	2	2	1		1				1		1	
	45	47	55	52	54	52	52	50	48	50	50	48
Boutique Air	2	2	2	2	2	2						
Cape Air	6	6	6	6	6	6	6	6	6	6	6	6
	8	8	8	8	8	8	6	6	6	6	6	6
TOTAL DAILY FLIGHTS	53	55	63	60	62	60	58	56	54	56	56	54
MAXIMUM SEATS AVAILABLE	133,025	123,950	154,243	147,265	155,012	152,309	154,730	154,351	138,536	153,820	141,065	143,531
Enplanements	104,011	102,852	126,052	122,342	126,345	125,618	137,983	139,520	113,139	132,723	119,639	116,462
YTD Load Factor 84%	78%	83%	82%	83%	82%	82%	89%	90%	82%	86%	85%	81%
DIRECT FLIGHT MARKETS												
Atlanta	3	2	3	3	3	3	3	3	3	3	3	3
Baltimore	5	5	5	6	6	6	6	6	6	6	4	4
Buffalo			2	2	2	2	2	2	2			
Charlotte	3	3	3	2	3	3	3	3	3	3	3	3
Chicago Midway	2	2	2	2	2	2	2	2	2	2	2	2
Chicago O'Hare	5	5	6	6	7	6	6	6	6	8	8	8
Denver	1	1	1	1	1	1	1	1	1	1	1	1
Detroit	3	3	4	4	4	4	4	4	4	4	4	4
Fort Lauderdale/Hollywood	2	2	2	2	2	2	2	1	1	1	2	2
Fort Myers			1									
Las Vegas										1		
Minneapolis			1	1	1	1	1	1	1	1	1	
New York-Newark	5	5	5	5	5	5	5	5	5	5	5	5
Orlando	3	4	4	3	3	2	2	2	2	2	3	3
Philadelphia	5	5	5	6	6	6	6	6	5	5	6	6
Pittsburgh		2	2	1	1	1	1					
Tampa	1	1	2	1	1	1	1	1		1	1	1
Washington Dulles	2	2	3	3	3	3	3	3	3	3	3	3
Washington National	5	5	4	4	4	4	4	4	4	4	4	4
	45	47	55	52	54	52	52	50	48	50	50	48
Boston	3	3	3	3	3	3	3	3	3	3	3	3
Massena	2	2	2	2	2	2						
Ogdensburg	3	3	3	3	3	3	3	3	3	3	3	3
	8	8	8	8	8	8	6	6	6	6	6	6
TOTAL MARKETS	53	55	63	60	62	60	58	56	54	56	56	54
AIRCRAFT TYPE												
Jets	20	20	23	23	25	25	25	24	22	25	21	20
RJ's	25	27	32	29	29	27	27	26	26	25	29	28
Commuters	8	8	8	8	8	8	6	6	6	6	6	6
	53	55	63	60	62	60	58	56	54	56	56	54

** Effective 4/5/18, Elite Airways has 2 flights a week direct to Myrtle Beach, SC (ceased operations 9/30/18)
 ** Effective 9/17/18, Frontier Airlines has 3 flights a week direct to Denver, CO (ceased operations 11/13/18)
 ** Effective 10/2/18, Frontier Airlines has 3 flights a week direct to Orlando, FL
 ** Effective 11/21/18, Frontier Airlines has 2 flights a week direct to Fort Myers, FL
 ** Effective 12/12/18, Allegiant Air has 3 flights a week to St. St. Pete / Clearwater / Tampa, FL
 ** Effective 12/13/18, Allegiant Air has 3 flights a week to Orlando / Sanford, FL
 ** Effective 12/13/18, Allegiant Air has 2 flights a week to Punta Gorda / Fort Myers, FL

**ALBANY INTERNATIONAL AIRPORT
AIRLINES ARRIVALS AND DEPARTURES**

As of May 15, 2019

TIME	TOTAL FLIGHTS			CONCOURSE "A"		CONCOURSE "B"				CONCOURSE "C"		DAILY SEATS			
	Arr	Dep	On Ground	United & Expresses Arr	Dep	American & Eagle Arr	Dep	jetBlue Arr	Dep	Delta & Connections Arr	Dep	Southwest Arr	Dep	Arrivals	Departures
05:00 - 05:59		2	15				1						1		193
06:00 - 06:59		8	7		1		2				3		2		897
07:00 - 07:59		4	3		2		1						1		406
08:00 - 08:59		1	2				1								50
09:00 - 09:59	2	5	-1	1	3					1	1		1	119	394
10:00 - 10:59	4		3	1		2						1		306	
11:00 - 11:59	3	6	0		1	2	4			1			1	327	484
12:00 - 12:59	4	2	2	1		1	1			1	1		1	454	224
13:00 - 13:59	2	5	-1		1	1	1			1	1		2	193	572
14:00 - 14:59	4	2	1	1	1	1	1	1				1		425	100
15:00 - 15:59	2	3	0			1		1	1			1	2	238	500
16:00 - 16:59	3	1	2			1	1	1				1		375	63
17:00 - 17:59	4	4	2	2		2	1		1	2	1		1	396	444
18:00 - 18:59	4	5	1	1	2	2	1				1		1	403	552
19:00 - 19:59		2	-1		1		1								178
20:00 - 20:59	2		1	1		1								100	
21:00 - 21:59	6		7	2		3						1		594	
22:00 - 22:59	1		8									1		143	
23:00 - 23:59	8		16	2		1				3		2		809	
00:00 - 00:59	1		17									1		175	
01:00 - 01:59			17												
	50	50			12		16		2		8		12	5,057	5,057
Overnights	Gates		14		5		4				3		2		
	Remote		3										3		
	Total		17												
Times	First Departure			6:00		5:30		15:06		6:00		5:15			
	Last Departure			19:45		19:03		17:22		18:19		18:50			
	Last Arrival			23:31		23:42		16:36		23:59		0:45			

AGENDA ITEM NO. 5.4

USDOT ARRIVAL AND DEPARTURE STATISTICS

U.S. DEPARTMENT OF TRANSPORTATION AIR TRAVEL CONSUMER REPORT

	12 MO				9 MO				6 MO				3 MO				
	JAN 19	2018	DEC 18	NOV 18	OCT 18	2018	SEP 18	AUG 18	JUL 18	2018	JUN 18	MAY 18	APR 18	2018	MAR 18	FEB 18	JAN 18
ALBANY ON-TIME (%)																	
Arrivals	71.9	-	75.2	78.2	84.6	-	83.3	71.8	72.6	-	76.7	78.1	82.0	-	74.4	79.1	77.1
Departures	74.0	-	82.2	83.0	87.7	-	89.5	79.4	77.2	-	83.2	83.8	86.3	-	78.1	82.1	78.1
ON-TIME ARRIVALS (%)																	
Allegiant	73.4	77.4	78.8	78.7	83.5	76.4	82.2	78.2	67.0	76.8	69.7	76.7	78.8	78.5	78.5	78.3	78.6
American	80.0	78.4	79.6	80.9	78.8	77.9	78.3	72.5	70.0	78.1	72.4	78.6	83.9	81.9	82.3	80.8	82.5
Delta	86.7	85.7	89.1	83.3	90.0	85.1	88.3	83.3	83.4	82.6	81.5	85.0	86.4	86.4	87.0	87.9	84.3
Endeavor	78.3	79.3	82.9	77.3	83.3	78.7	82.3	74.7	77.5	78.9	81.2	83.2	77.9	77.0	75.8	78.8	76.5
Envoy	69.5	76.7	76.7	78.5	80.6	76.1	79.7	74.3	74.3	76.1	70.4	77.3	80.0	76.2	83.4	70.6	74.7
Express Jet	69.6	76.3	70.3	71.6	75.5	77.5	75.9	74.0	77.2	78.5	78.3	83.0	80.9	76.3	79.1	74.9	74.6
Frontier	73.9	69.4	74.4	70.1	68.2	69.2	66.3	61.4	59.7	72.6	60.3	71.8	76.4	75.7	78.4	73.8	74.9
Jetblue	69.4	71.0	74.5	71.2	78.8	69.7	77.5	66.7	67.2	69.4	73.8	71.0	67.6	67.9	64.2	74.6	65.8
Mesa	79.1	77.3	76.1	76.1	73.0	78.1	71.9	75.4	74.7	80.1	79.0	82.2	85.4	78.1	84.8	74.7	74.7
Republic	72.6	78.6	82.2	78.2	82.0	77.8	80.4	74.0	75.6	78.4	76.9	79.8	79.4	78.0	77.6	80.3	76.2
Southwest	81.9	81.1	78.8	81.7	83.5	78.5	85.0	77.9	74.5	78.3	77.7	76.4	77.7	79.3	78.9	77.1	81.8
Skywest	73.5	79.8	78.3	78.6	83.4	79.6	84.3	76.4	80.4	79.3	78.7	80.8	82.8	77.8	82.1	76.0	75.3
United	78.8	79.7	80.6	77.8	81.9	79.5	82.2	70.8	75.1	78.8	74.1	78.9	83.9	84.4	83.9	84.7	84.7

SUMMARY ALL AIRLINES - JAN - On-time 78.37%; Cancelled 3.06%; Diverted 0.23%; Delays: Air Carrier 4.77%, Weather 0.72%; Aviation System 6.52%; Security 0.05%; Late Arrivals 6.31%

COMPLAINTS/100,000 PASSENGERS (%)

Allegiant	1.49	1.65	1.02	1.55	1.28	1.79	1.48	1.68	1.70	1.88	1.81	1.57	2.39	1.83	1.65	1.29	2.54
American	1.36	1.38	1.25	1.20	1.56	1.39	1.68	1.65	1.69	1.24	1.57	1.24	1.11	1.16	1.05	1.18	1.28
Delta	0.41	0.65	0.44	1.11	0.39	0.65	0.50	0.78	0.61	0.65	0.65	0.51	0.55	0.74	0.56	0.79	0.93
Endeavor	0.20	0.43	0.34	0.26	0.25	0.53	0.37	0.61	0.47	0.56	0.47	0.24	0.34	0.76	0.61	0.70	0.98
Envoy	0.78	0.84	0.62	0.90	0.42	0.91	0.55	1.23	1.61	0.80	0.78	0.50	0.98	0.85	0.82	0.53	1.20
Express Jet	0.96	0.36	0.50	0.31	0.28	0.36	0.88	0.37	0.36	0.28	0.35	0.00	0.49	0.28	0.54	0.13	0.12
Frontier	2.34	4.02	2.47	3.60	4.37	4.07	6.00	7.23	5.82	2.93	3.03	3.30	3.15	2.70	2.38	3.16	2.55
Jetblue	0.64	0.99	0.87	0.71	0.92	1.04	0.81	1.61	1.11	0.96	0.35	0.74	0.86	1.10	0.77	1.10	1.49
Mesa	0.68	0.63	0.67	0.40	0.86	0.61	0.25	0.76	0.66	0.64	0.66	0.42	0.45	0.78	0.74	0.51	1.08
Republic	0.31	0.50	0.39	0.52	0.12	0.51	0.56	0.85	0.60	0.43	0.50	0.71	0.38	0.33	0.38	0.30	0.30
Southwest	0.26	0.36	0.21	0.31	0.27	0.39	0.32	0.43	0.51	0.38	0.41	0.37	0.46	0.34	0.27	0.37	0.38
Skywest	0.44	0.43	0.31	0.41	0.44	0.45	0.38	0.36	0.41	0.49	0.49	0.27	0.51	0.56	0.55	0.56	0.56
United	0.88	1.28	0.84	1.09	1.08	1.38	1.38	1.51	1.21	1.39	1.19	0.97	1.12	1.74	2.25	1.32	1.51

SUMMARY ALL AIRLINES - JAN - 0.75%; 2018 TWELVE MONTHS - 0.98%

MISHANDLED BAGS/1,000 PASSENGERS (%)

Allegiant	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
American	N/A	3.77	4.53	3.39	3.34	3.86	3.58	4.34	4.39	3.73	4.42	3.36	3.05	3.33	3.33	3.65	4.62
Delta	N/A	1.80	1.68	1.75	1.30	1.86	1.39	1.94	1.83	1.93	2.15	1.54	1.53	1.81	1.81	1.72	3.01
Endeavor	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Envoy	N/A	5.3	6.76	5.18	5.01	5.19	5.00	6.21	6.37	4.86	5.94	4.81	4.95	4.48	4.92	0.53	8.00
Express Jet	N/A	4.98	6.06	4.11	3.97	5.2	4.31	5.87	5.46	5.10	6.00	4.58	4.01	4.7	4.7	4.67	6.70
Frontier	N/A	2.6	1.95	2.00	2.19	2.7	2.32	2.77	3.10	2.75	2.81	2.65	2.47	2.9	2.4	3.16	2.97
Jetblue	N/A	1.75	2.24	1.63	1.45	1.8	1.60	1.97	1.96	1.77	1.76	1.62	1.59	1.9	1.8	1.58	2.30
Mesa	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Republic	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Southwest	N/A	2.81	3.79	2.66	2.50	2.87	2.50	2.90	3.39	2.82	3.03	2.84	2.56	2.65	2.65	2.78	3.11
Skywest	N/A	4.0	6.18	4.44	3.57	3.72	3.65	4.69	4.32	3.48	4.20	3.37	3.91	3.1	3.83	0.56	4.98
United	N/A	2.51	3.10	2.33	1.96	2.59	2.08	3.15	2.77	2.54	2.77	2.33	1.98	2.42	2.42	2.52	3.31

SUMMARY ALL AIRLINES - DEC - 3.73%; 2018 TWELVE MONTHS - 2.78%

Consistent with the Department's introduction of new on-time performance data into the ATRC last year, the Department is delaying the publication of the new mishandled baggage data to give the Department and airlines an opportunity to verify the accuracy of the data.

OVERSALES/10,000 PASSENGERS (Denied Boarding= "V" Voluntary, "INV" Involuntary) (%)

	Twelve	V	INV	Nine	V	INV	Six	V	INV	Three	V	INV
	Months			Months			Months			Months		
	Stats			Stats			Stats			Stats		
Delta	5.89	0.00	0.00	4.77	0.01	0.01	4.86	0.00	0.00	7.70	0.00	0.00
Express Jet	n/a	n/a	n/a	n/a	n/a	n/a	9.46	0.05	0.01	9.25	0.01	0.01
Jetblue	0.66	0.01	0.01	0.62	0.01	0.01	0.56	0.01	0.01	1.06	0.01	0.01
Southwest	1.34	0.15	0.15	1.61	0.24	0.24	1.43	0.09	0.09	1.17	0.18	0.18
United	3.59	0.01	0.01	4.19	0.01	0.01	3.32	0.01	0.01	3.85	0.01	0.01
American	4.58	0.20	0.20	3.71	0.11	0.11	3.67	0.06	0.06	4.97	0.15	0.15
ALL AIRLINES	4.49	0.14	0.14	4.35	0.13	0.13	3.91	0.10	0.10	4.75	0.12	0.12

COMPLAINTS

	Screening Procedures	Processing Time	Personal Property
Courtesy	845	71	521
	0.00128%	0.00005%	0.00011%

Animal Incidents

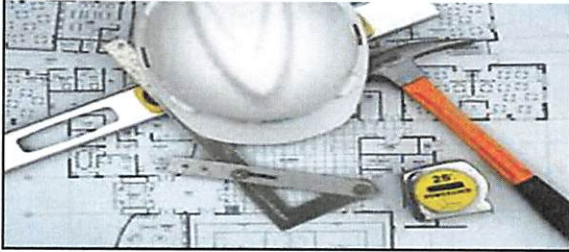
Death	1
Injury	1
Loss	0

AGENDA ITEM NO. 6

Project Development



Project Development





Airport Aeronautical Survey



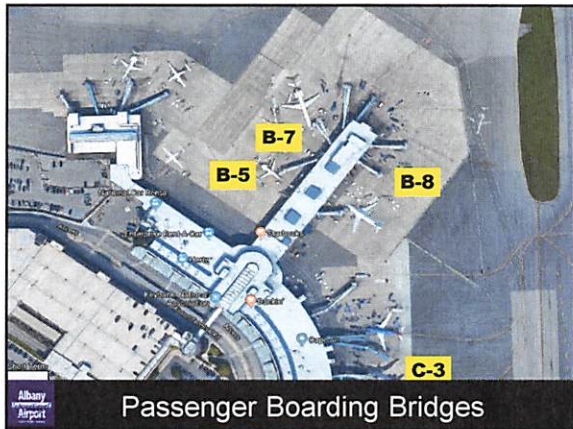
Runway 1-19 & Taxiway Edge Lighting



Terminal Glycol Collection System



Drainage Culvert Replacement



Passenger Boarding Bridges



Albany International Airport Runway 10-28 & Taxiway-C Edge Lighting



Albany International Airport Million Air Hangar Door





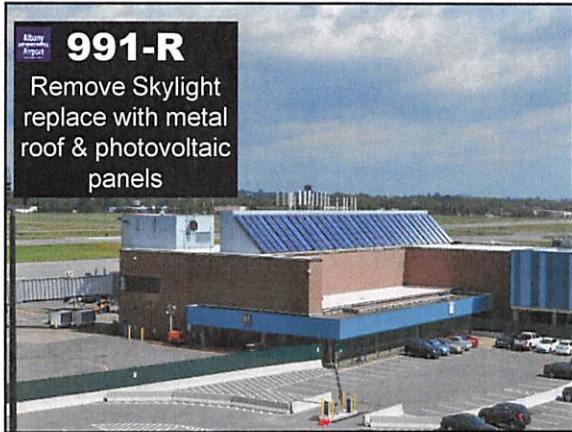


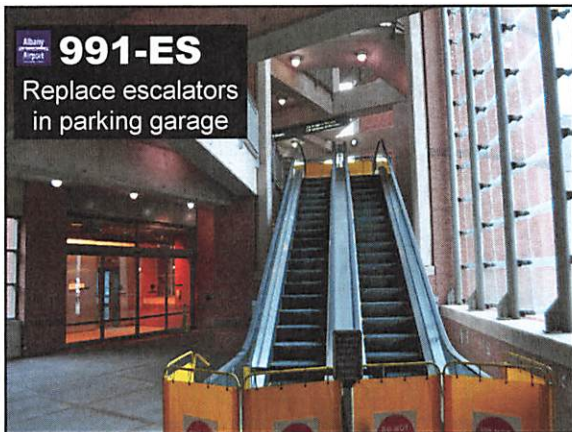
















CommutAir Alterations



Million Air Hangar Removal



**May
2019**



ALBANY COUNTY AIRPORT AUTHORITY
ALBANY INTERNATIONAL AIRPORT
ADMINISTRATION BUILDING
SUITE 200
ALBANY, NEW YORK 12211-1057

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PROJECT STATUS REPORT

May 6, 2019

I. AIRSIDE IMPROVEMENTS

A) Airport Aeronautical Survey and Obstruction Evaluation (Contract No. S-886)

Stantec Engineering has collected all data required by the FAA including flights over the Airport to collect photogrammetry information. All data was compiled, reviewed and will be submitted in accordance with FAA regulations. The Airport Authority and Stantec Engineering are collating the data collected. Final report was submitted to the FAA. Stantec is addressing the FAA's comments.

B) Runway 01-19 and Taxiway A Edge Light Replacement (Contract No. S-912)

George Martin & Son Electric, the contractor resumed installing new conduits and light bases along Runway 1-19 and Taxiway "A" on April 8, 2019, working at night to allow for runway and taxiway closures. The contractor is also working days installing new wire and edge light assemblies. The contractor is working weekends, weather permitting to do the runway intersection work. The project is scheduled to be completed June 2019.

C) Terminal Glycol Deicing Collection System Replacement (Contract No. S-906)

The project for the replacement of approximately 1300 ft. of glycol collection trench drains around the B-concourse was awarded to VMJR Companies, the low bidder. The project will replace existing 10" trench drains with 14" trench drains to increase the collection capacity of the system and reduce the amount of icing in the trench during snow removal. The project is being funded by a grant from NYSDOT. The contractor resumed work on April 10, 2019, on the two sections out of fourteen that were left to complete. VMJR completed the work on April 26, 2019. The project is being closed out.

D) Airport Drainage Culvert Replacement (Contract No. SD-930)

C.T. Male Associates has submitted the 90% design plans for the drainage project based on the Drainage Report done by CHA Companies. C.T. Male Assocs. has made several visits to the airfield gathering hydrologic information. C.T. Male is working on the new culvert design and is working with NYSDOT, Albany County and the Town of Colonie for proposed additional roadway crossings for additional drainage pipes. The Exit 4 project overlaps part of the drainage work and DOT is working with the designers and ACAA.

E) Passenger Boarding Bridges B5, B7, B8 & C3 (Contract S-945)

Oxford Airport Technical Services was the low bidder for both the GC & E portions of this project. Oxford has ordered the new bridges and they are fabricated and ready for shipment. Oxford is onsite today to begin the removal of the existing and installation of all 4 new bridges starting in May 6, 2019 with bridge B5.

F) Runway 10-28 and Taxiway C Edge Light Replacement (Contract S-946)

C & S Companies, the firm selected to design the Runway 10-28 Edge Lighting project, has had a survey crew working on the Airfield. Also C & S has provided the FAA with required preliminary documents for this project. C & S has submitted 100% drawings for review, the final revised drawings were submitted in March 2019. This project is scheduled to be advertised for bid in May 2, 2019 and bid on May 29, 2019.

II. LANDSIDE IMPROVEMENTS

A) Million Air Hangar Door Replacement (Contract No. 971-GC)

The existing hangar door system at the Million Air Hangar (building #109) will be removed and a new ASSA Abloy “Mega Door” will be installed. The new door has been designed, ordered and is in fabrication. The delivery is on track for May 13, 2019, with the installation time being 2-3 weeks. Million Air will empty the hangar for the month of May to accommodate the installation.

B) New Parking Garage (Contract No. S-989)

Turner Construction is the Construction Manager for this project and CHA Companies design team (including Desman Design) are the designers for the new Parking Garage. The project has been divided into 4 separate contracts to expedite the construction. There is Contract 989-PC which is the fabrication and erection of the precast garage has been awarded to Unistress Corporation. They are currently in production of the precast concrete pieces for the new garage. Contract 989-SF which is the site and utility relocations, pile driving and concrete pile caps was awarded to LeChase Construction.

LeChase has been onsite since March relocating existing utilities and driving steel H-piles for the garage foundation. Contract 989-ES is for the elevators (3 units) two for the Garage and one for the Pedestrian Bridge was awarded to Kone, Inc. Kone is in the process of submitting shop drawings. Contract 989-GCR which includes the pedestrian bridge to the Terminal, the vehicle bridge to the garage, electrical, communication and plumbing work inside the new precast structure was awarded to LeChase Construction after the re-bid. A pre-construction meeting was held and the contractor has begun the submittal process.

C) Terminal Amenities (Contract No. S-991)

C & S Companies has completed the design for the project which has been divided into 5 separate contracts. Contract 991-GC is for the new Terminal flooring (terrazzo tile and carpet), soffit lighting, new ceiling in Times Square and various wall finishes was awarded to VMJR Companies. Contract 991-P is for the Toilet rooms rehab and upgrades, the Pet Relief area, the ceiling and lighting in the baggage carousel area, HVAC upgrade at the ticket counters and door refinishing and replacements has been awarded to VMJR Companies. VMJR has begun the submittal process for both projects and work will begin in May, 2019. Contract 991-R is for the removal of the existing skylight in A Concourse and replacement with a metal roof and photovoltaic panels mounted on top which was awarded to Kasselmann Electric. Kasselmann has begun the submittal process and work will begin in June, 2019. Contract 991-ES is for the replacement of the escalators in the existing parking garage was awarded to Wainschaf Associates. Wainschaf has begun the submittal process and work is scheduled to begin in Sept. 2019. Contract 991-W is for all new Wayfinding signs throughout the Terminal and new parking garage to guide people to all the Terminal amenities was bid April 30, 2019. The Contract award for 991-W to be presented to the board later in this meeting.

D) CommutAir Alterations (Contract 1003-GC)

Bergmann Associates designed the reconfiguration of the interior of the office and parts area in Building 211 that is leased by CommutAir. The tenant asked to increase their aircraft parts storage area within the existing building. Bergmann designed a new parts area which includes demolition of existing walls, construction of new walls, electrical, plumbing and HVAC work. Rosch Brothers were awarded the contract and have begun demolition of the existing offices.

E) Million Air Hangar Removal (Contract 1010-GC)

Ryan, Biggs, Clark and Davis Engineering worked with ASSA-ABLOY on the Mega Door (Contract 971-GC) to develop a set of plans for the removal of the existing hangar door and add some structural members and electrical service in preparation for the ASSA ABLOY installation crew to install the Mega Door. The contractor will provide assistance to the ASSA ABLOY crew as needed. S. Greco Construction was awarded the the contract and will be removal of the existing hangar door on May 6, 2019.

AGENDA ITEM NO. 7

Counsel

AGENDA ITEM NO. 8

Concessions/Ambassador Program

Canine 2019

Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
7380	6100	6513									

YTD – 19,993

Business Center 2019

Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
302	167	209	251								

YTD – 929

AGENDA ITEM NO. 9

Public Affairs



ALBANY COUNTY AIRPORT AUTHORITY
ALBANY INTERNATIONAL AIRPORT
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SUITE 200
ALBANY, NEW YORK 12211-1057

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ADMIN FAX: 518-242-2641
FINANCE FAX: 518-242-2640
SITE: www.flyalbany.com

Public Affairs Report May 6, 2019

AOPA Seminar

The Airport Authority hosted a Safety Seminar sponsored by the Aircraft Owners and Pilots Association (AOPA) on April 15 on the Observation Level. The seminar was entitled “Perks to Pavement...Applying Lessons from the Backcountry.” Eighty-two area pilots attended the event.



Capitan Vogel

Albany County Sheriff Capitan Doug Vogel was “piped” out of the terminal on April 17, ending his career as the commander of the Airport detail. Capitan Vogel was accompanied by his daughter who is a New York State Trooper.



Patriot Flight

We continue to work with the organizers of Patriot Flight, the region’s first program to take WWII veterans to the WWII memorial in Washington DC, to bring its send-off event back to the Airport on Saturday, May 4 at 6 a.m. Patriot Flight had been conducting its send off at Christian Brothers Academy. The early morning send-off celebrations usually draw up to 100 well-wishers.



Delta Blood Drive

Delta Airlines will conduct an airport-wide Red Cross Blood Drive on May 7. The blood drives take place on the observation level. Each of the Delta blood drives collected between 25-35 pints of blood.

Piedmont MRO Grand Opening

Piedmont Airlines, a wholly owned subsidiary of American Airlines, will celebrate its grand opening at Albany International Airport on Wednesday, May 8, 2019 at noon. The Piedmont facility is capable of servicing three regional jets in the former Eclipse hangar. Piedmont now employs 50 people at its ALB facility.



AGENDA ITEM NO. 10

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

AGENDA ITEM NO. 10.1

**Concession Contract: Amendment No. 1 to
Concessionaire Contract Term with OHM Concession
Group, LLC (Contract No. 910-CON-FB)**

AGENDA ITEM NO: 10.1
MEETING DATE: May 6, 2019

ALBANY COUNTY AIRPORT AUTHORITY
REQUEST FOR AUTHORIZATION

ACAA Approved
05/06/2019

DEPARTMENT:

Contact Person: *William J. O'Reilly, Chief Financial Officer
Helen Chadderdon, Concessions and Marketing Manager*

PURPOSE OF REQUEST:

Concession Contract: *Amendment No. 1 to Concessionaire Contract Term with OHM
Concession Group, LLC (Contract No. 910-CON-FB)*

CONTRACT AMOUNT:

Total Contract Amount:

BUDGET INFORMATION:

Anticipated in Current Budget: Yes___ No___ NA J

FISCAL IMPACT - FUNDING (Dollars or Percentages)

Federal _____ State _____ Airport _____ NA J
Funding Source: Airport Operating Budget

JUSTIFICATION:

The Authority entered into a contract with OHM Concession Group, LLC on January 24, 2018 effective March 1, 2018. Subsequent to the commencement of the contract, the Concessionaire incurred unanticipated expenses and delays, some of which could not be reasonably anticipated. Consequently, the Airport Authority Board was asked to allow an amendment to that contract to provide a change in the start date from March 1, 2018 to October 1, 2018 and to provide for an optional four year extension (through September 30, 2030) subject to approval by the Authority. The Board approved this change at its December 10, 2018 meeting.

Subsequent discussions with the Concessionaire have led to a modified recommendation on the contract extension. We recommend the Board approve that the first two years of the extension (through September 30, 2030) be at the sole discretion of the Concessionaire and that the additional two years (through September 30, 2032) be at the discretion of the Authority.

CHIEF EXECUTIVE OFFICER'S RECOMMENDATION:

Recommend approval.

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

AGENDA ITEM NO: 10.1
MEETING DATE: May 6, 2019

PROCUREMENT DEPARTMENT APPROVAL:

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

BACK-UP MATERIAL:

Please refer to First Amendment attached.

FIRST AMENDMENT TO LEASE

This **FIRST AMENDMENT TO LEASE** (this "**Amendment**") is made this ___ day of _____, 20___ by and between **Albany County Airport Authority (the "Authority")**, a body corporate and politic, constituting a public benefit corporation established and existing pursuant to the Albany County Airport Authority Act, enacted by Chapter 686 of the laws of 1993 and set forth in Title 32 of the New York Public Authorities Law, having offices at the Administration Building, Room 200, Albany County Airport, Albany, NY, 12211, and **OHM Concession Group, LLC**, (the "**Concessionaire**"), a Missouri Limited Liability Company, having its principal place of business at 4482 Woodson Road, St Louis, MO 63134.

WHEREAS, the Authority and Concessionaire entered into that certain lease Agreement (Contract # 910-CON-FB) dated February 23rd, 2018, with respect to certain premises known as Location A, Wolfgang Puck Pizza; Location B, Chick-fil-A; and Location C, Albany Empire Deli described therein located at the Albany International Airport (hereinafter the "**Lease**"); and

WHEREAS, Concessionaire has incurred extraordinary costs associated with matters not related to the design, construction and operations of the referenced locations as prescribed as Concessionaire responsibility in the Lease.

WHEREAS, Concessionaire has invested in Temporary and Grab & Go facilities at additional costs not contemplated by Concessionaire.

NOW THEREFORE, in consideration of the covenants and agreements hereinafter set forth, Landlord and Concessionaire, intending to be legally bound, mutually covenant and agree as follows:

1. **Definitions.**

(a) Unless otherwise defined in this Amendment, each capitalized term used herein shall have the same meaning ascribed to such term in the Lease.

(b) Effective as of March 1st, 2018 the "Term of the Agreement" as set forth in Article 3, Section 3.1 of the Lease is hereby deleted in its entirety and replaced with the following:

“The Term of the Agreement shall commence October 1st, 2018 and shall terminate, unless sooner terminated or canceled pursuant to the terms of this Agreement, on September 30th, 2028, which date shall be the "Date of Termination". The Date of Termination may be extended for two additional years ending September 30, 2030 by Concessionaire. Concessionaire may exercise its right to extend the Date of Termination by giving the Authority written notice, between January 1, 2027 and September 30, 2027, of its intention to so extend. The Date of Termination may be extended further, for an additional two years, ending September 30, 2032, if agreed to in writing by the Concessionaire and the Authority.

(c) Effective as of March 1st, 2018 the “Minimum Annual Guarantee Per Location as set forth in Article 6: FEES, CHARGES, AND ACCOUNTABILITY”, Sections 6.1, 6.2 and 6.3 of the Lease are hereby deleted in their entirety and replaced with the following:

6.1 For purposes of Fees, Charges and Accountability, the Fiscal Years for this Agreement shall commence on October 1st, 2018 and end on the last day in September during the following year (“Fiscal Year”). CONCESSIONAIRE agrees to pay the AUTHORITY the following Percentage Payments: Thirteen Percent (13%) of all sales from Location “A”; Thirteen Percent (13%) of all sales from Location “B”; and Thirteen Percent (13%) of all sales from Location “C”.

6.2

The Minimum Annual Guarantee from October 1, 2018 through September 30, 2032 for each location shall be in those amounts set forth in the following chart:

Minimum Annual Guaranty Per Location by Year

Fiscal Year Commencing October 1	WP Pizza Location A	Chick-fil-A Location B	Empire Deli Location C
2018	\$ 114,000	\$ 171,600	\$ 57,200
2019	\$ 124,800	\$ 187,200	\$ 62,400
2020	\$ 128,544	\$ 192,816	\$ 64,272
2021	\$ 132,400	\$ 198,600	\$ 66,200
2022	\$ 136,372	\$ 204,558	\$ 68,186
2023	\$ 140,463	\$ 210,695	\$ 70,232
2024	\$ 144,677	\$ 217,016	\$ 72,339
2025	\$ 149,018	\$ 223,527	\$ 74,509
2026	\$ 153,488	\$ 230,232	\$ 76,744
2027	\$ 158,093	\$ 237,139	\$ 79,046
2028	\$ 162,836	\$ 244,253	\$ 81,417
2029	\$ 167,721	\$ 251,581	\$ 83,860
2030	\$ 172,752	\$ 259,128	\$ 86,376
2031	\$ 177,935	\$ 266,902	\$ 88,967

(d) **Minimum Annual Guarantee Credit:** Concessionaire shall be credited for all Minimum Annual Guarantee rents paid from March 1st, 2018 thru September 30th, 2018. Any credit shall be applied commencing October 1st, 2018.

(e) **Percentage Rents Due:** Concessionaire shall only be liable to pay Percentage Rents (13%) of Gross Sales generated by Temporary Facilities from March 1st 2018 thru September 30th, 2018.

2. **No Waiver.** Concessionaire acknowledges that the Lease is in full force and effect and that Concessionaire has no claims, causes of action, defenses or rights of offset with respect to its obligations under the Lease. Concessionaire further acknowledges that all of

Authority's rights and remedies under the Lease, as amended hereby, are intended to be distinct, separate and cumulative, and no such right or remedy therein or herein mentioned, whether exercised by Authority or not, is intended to be an exclusion of or a waiver of any of the others.

3. **Binding Effect.** Each of the provisions of the Lease, as amended by this Amendment, shall extend to and shall, as the case may require, bind and inure to the benefit not only of Authority and of Concessionaire, but also of their respective successors or permitted assigns, provided this clause shall not be deemed to permit any transfer or assignment by Concessionaire.

4. **Counterparts.** This Amendment may be executed simultaneously in counterparts, each of which shall be deemed an original, and it shall not be necessary in making proof of this Amendment to produce or account for more than one such counterpart.

5. **Further Assurances.** Each party agrees to cooperate with the other and to execute and deliver all such further instruments and documents and do all such further acts and things as such party may be reasonably requested to do from time to time by the other party, in order to carry out the provisions and objectives of this Amendment.

6. **Free Act.** THE PARTIES HAVE READ THIS AMENDMENT AND THE RELEASES CONTAINED IN IT, AND, ON ADVICE OF COUNSEL, THEY HAVE FREELY AND VOLUNTARILY ENTERED INTO THE AMENDMENT.

7. **Entire Agreement.** This Amendment contains the entire agreement of the parties with respect to the subject matter described herein, and all preliminary and prior negotiations or discussions with respect thereto are merged into and superseded by this Amendment.

8. **Representations.**

(a) Concessionaire represents and warrants that it is in good standing in the State of New York.

(b) Concessionaire and Authority each represent and warrant that each has full power and authority to execute this Amendment and that no further approvals are required before this Amendment is binding on the parties.

(c) Concessionaire and Authority each represent and warrant that each has no knowledge of any existing or threatened third-party claim arising from, related to or in any manner connected with the Lease or the Premises.

(d) Concessionaire represents and warrants that Concessionaire has not done or suffered, and will not do or suffer, any act or thing whereby the Premises or any part thereof is or may be in any way charged, affected or covered by any lien or claim and shall indemnify, defend and hold Authority harmless from all liability, expenses, damages or costs arising from same, including without limitation attorney's fees.

9. **Savings Clause.** Except as modified hereby, all terms and provisions of the Lease shall remain in full force and effect, and the Lease as modified is ratified and confirmed in all respects.

IN WITNESS WHEREOF, and intending to be legally bound, the parties hereto have caused this First Amendment to Lease to be signed and sealed the day and year first above written.

ATTEST:

Albany County Airport Authority

By: _____

By: _____

Name: _____

Name: Rev. Kenneth J. Doyle

Title: _____

Title: Chairman

ATTEST:

OHM Concession Group, LLC, a Missouri limited liability company

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

AGENDA ITEM NO. 10.2

**Lease Amendment: Lease Amendment No. 7 to
Contract No. L-637 with Integra Optics, Inc.**

AGENDA ITEM NO: 10.2
MEETING DATE: May 6, 2019

ALBANY COUNTY AIRPORT AUTHORITY
REQUEST FOR AUTHORIZATION

ACAA Approved
05/06/2019

DEPARTMENT: *Administration/Finance Department*

Contact Person: *John A. O'Donnell, Chief Executive Officer*
William J. O'Reilly, Chief Financial Officer

PURPOSE OF REQUEST:

Lease Amendment: *Lease Amendment No. 7 to Contract No. L-637 with Integra Optics, Inc.*

BUDGET INFORMATION:

Anticipated in Current Budget: Yes ✓ No NA

FISCAL IMPACT - FUNDING (Dollars or Percentages)

Federal State Airport 50% NA ✓
Funding Source: *Airport Operating Budget* Lessee 50%

JUSTIFICATION:

Integra Optics has been in continuing discussions with the Authority and the State of New York Economic Development staff about its need for an addition and alterations to one of its lease buildings (Building 203) to allow it to accommodate a larger work force caused by continued company growth and acquisitions. Over the last two years, employment has increased to the mid 60's in Building 203, and is expected to continue to grow over the next year.

While Integra pursues potential economic development grants to help fund a possible building expansion (estimated to cost \$3-4 million with equipment), the Authority and Integra have determined that we could jointly accomplish a long needed replacement and expansion of existing bathrooms, janitor's closet and ancillary spaces in the current structure to better accommodate the staff. We believe the overall project cost will approach \$130,000 of which the Authority proposes to contribute \$65,000, with Integra paying the remaining project amount.

Completion of this work will increase the value of existing Building 203 (regardless of whether or not a building addition is eventually funded), while meeting the basic needs of the growing Integra work force. Lease Amendment No. 7 requires all work to be completed with prevailing wages paid.

CHIEF EXECUTIVE OFFICER'S RECOMMENDATION:

Recommend approval.

AGENDA ITEM NO: 10.2
MEETING DATE: May 6, 2019

FINAL AGREEMENT SUBJECT TO APPROVAL BY COUNSEL: YES NA

PROCUREMENT DEPARTMENT APPROVAL:

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

BACK-UP MATERIAL:

- 1) *Draft Lease Amendment No. 7*

LEASE AMENDMENT NO. 7
Lease Agreement Between

ALBANY COUNTY AIRPORT AUTHORITY
AND
INTEGRA OPTICS, INC.
(f/k/a INTEGRA NETWORKS, INC.)

AT THE ALBANY INTERNATIONAL AIRPORT
Contract No. – L-637

THIS LEASE AMENDMENT is made and entered into effective the 1st day of June, 2019, by and between the **ALBANY COUNTY AIRPORT AUTHORITY** (the “Authority”), and **INTEGRA OPTICS, INC. (formerly known as INTEGRA NETWORKS, INC.)**, (the “Tenant”). David Prescott, as principal of Tenant, is making a certain limited guaranty as set forth below.

WHEREAS, the Authority and Tenant have entered into a Lease Agreement known as Contract No. – L-637 for the lease of space at Building 203 at the Albany International Airport and amended such Lease Agreement by Lease Amendment No. 1 effective the first day of May, 2009, Lease Amendment No. 2 effective the seventh day of December, 2009, Lease Amendment No. 3 effective the 12th day of July 2010, Lease Amendment No. 4 effective June 30, 2011, Lease Amendment No. 5 (which among other things, added Building No. 202 to the Assigned Area) effective July 1, 2014, and Lease Amendment No. 6 effective January 1, 2017;

WHEREAS, the Authority and the Tenant are desirous of revising the Lease Agreement;

WHEREAS, the Board of the Authority approved the terms of this Lease Amendment No. 7 at its meeting held May 6, 2019.

NOW THEREFORE, be it resolved by the parties that:

1. The Authority and the Tenant desire to construct additional bathrooms and upgrade ancillary spaces in Building 203 to better handle the increase in staff assigned to this building.
2. The term of previous Lease Amendment No. 6 will remain unchanged.
3. Rent due as delineated in Amendment No. 6 will remain unchanged, subject only to annual escalator adjustments spelled out in that amendment.
4. Tenant will undertake and complete approximately \$130,000 worth of construction improvements consisting of expansion and reconstruction of existing staff bathrooms, locker facilities, and ancillary facilities including janitor’s closet. Such improvements shall be made in accordance with the terms of the Authority Tenant and Design Handbook, the receipt of which is acknowledged by the Tenant.

The Authority reserves the right to review and approve the qualifications of any contractor retained for construction, maintenance and repair of the Leased Area, which approval shall not be unreasonably withheld. Any workers performing work on the Tenant Improvements, shall be paid

Prevailing Wage under New York State Prevailing Wage Law, and the employers of such workers shall be required to provide certified payrolls as required by the prevailing wage law.

Such Capital Investment shall be actual dollars spent by Tenant to third parties for the design and construction of the improvements made. Tenant shall not apportion any of these capital investments to Tenant or a related party. Soft costs (architectural, engineering, design, construction, management, and the like) shall not exceed 25% of such capital investment. Any expenditures for items not in this capital plan shall not be included as Tenant Improvements.

All Tenant Improvements installed by the Tenant, its agents, or contractors, and the corresponding plans and specifications shall conform to all applicable statutes, ordinances, building codes, permit procurement and other governmental approvals, and rules and regulations. The approval given by the Authority shall not constitute a representation or warranty as to such conformity: responsibility at all times shall remain in Tenant, including any costs associated therewith.

Tenant shall require that any contractor or contractors who perform the work contemplated herein, or otherwise, at the Leased Areas furnish a good and sufficient Performance and Labor and Materials Bond in an amount not less than the full amount of the contract price for completing the interior of the premises herein designated, as surety for the faithful performance of the contract by contractor, and for the payment of all persons performing labor and furnishing material in connection with the work. Contractors must be licensed in the State of New York. Tenant shall further require the contractor to procure Contractor's General Public Liability and Property Damage Insurance in an amount not less than one million dollars (\$1,000,000), combined single limit, and Workmen's Compensation Insurance. Such Public Liability and Property Damage Insurance policies shall name the Authority, its officers, commissioners, employees, and agents (Maquarie Aviation North America 2, Inc. d/b/a Avports) and the County of Albany as additional insureds. Tenant shall, before the commencement of any work, furnish the Authority with evidence that the contractor or contractors are covered to the satisfaction of the CEO with insurance as outlined above. If at any time during the continuance of the contract a surety on the contractor's bond or bonds becomes irresponsible, the Authority shall have the right to require additional and sufficient sureties which the contractor shall furnish within ten (10) days after notice to do so. All workers performing construction work be paid prevailing wage in accordance with New York State Department of Labor requirements.

Upon completion of the approved Tenant Improvements, the Tenant must, no later than December 31, 2017, provide the Authority: (1) a certified statement from the construction contractor(s) specifying the total improvement cost in sufficient detail as the Authority may require, provided that such statement is limited to construction, equipment and material costs, architectural and engineering fees, taxes, freight fees, performance and payment bond premiums attributable to construction (costs attributable to overhead, "in-house" or personnel costs of the Contractor or Tenant or its affiliates shall not be included in such statement); (2) a certificate certifying that the Tenant Improvements have been constructed in accordance with the approved plans and specifications, and in strict compliance with all applicable building codes, laws, rules, ordinances and regulations; and (3) a certified statement that all costs and expenses have been satisfactorily paid in full, with copies of all canceled checks or other proof of payment. The costs of such improvements, so certified no later than December 31, 2019, to the satisfaction of the C.F.O. of the Authority shall be referred to as "Certified Tenant Improvement Expenditures".

The Tenant shall not remove or demolish, in whole or in part, any Tenant Improvements within the Leased Areas without the prior written consent of the CEO. Consent may be conditioned

upon the obligation of Tenant to replace the same by a similar or like kind improvement. The CEO shall not withhold consent unreasonably. Tenant shall however, have the right to make interior, non-structural alternatives to the Leased Area which do not affect the look or appearance of the Leased Area and to cause any necessary repairs to its equipment without the prior written consent of the Authority.

With respect to its obligations and with respect to the design and construction of the Tenant Improvements, Tenant shall furnish to the Authority a performance Bond and a labor and material payment Bond, each in an amount at least equal to 100% of the Contract Price as security for the faithful performance and payment of all Tenant's obligations under this Agreement. These Bonds shall remain in effect at least until one year after the date Tenant occupies the Leased Area, except as otherwise provided by law. Tenant shall also furnish such other Bonds as are required by this Agreement. All Bonds shall be in the forms prescribed by this Agreement and be executed by such Sureties as: (i) are licensed to conduct business in the State of New York and (ii) are named in the current list of "Companies Holding Certificates of Authority as Acceptable Sureties on Federal Bonds and as Acceptable Reinsuring Companies" as published in circular 570 (amended) by the Audit Staff Bureau of Accounts, U.S. Treasury Department. All Bonds signed by an agent must be accompanied by a certified copy of the authority to act.

If the Surety on any Bond furnished by Tenant is declared bankrupt or becomes insolvent or its right to do business is terminated in the State of New York or it ceases to meet the requirements of clauses (i) and (ii) above, Tenant shall, within five (5) days thereafter, substitute another Bond and Surety, both of which shall be acceptable to Authority.

The Authority will reimburse Tenant for Certified Tenant Improvement Expenditures up to the first \$65,000 expended. The Authority will make such reimbursement payment within 60 days of receiving required certifications approved by the Authority CFO.

5. Limited Guaranty. David Prescott ("Guarantor"), in consideration of inducing the Authority to enter into this Lease Amendment No. 7 and as a principal in Landlord, does by signing below, individually guaranty payment and performance as set forth in this paragraph 5. Guarantor hereby covenants and agrees that if there shall occur any default by Tenant in the payment of fixed rent or additional rent or any other charges set forth in the Lease, or if Tenant shall default in the performance of any of the covenants, terms, conditions and agreements contained in the Lease Agreement then the undersigned shall in each and every instance up to and including the Release Date (as defined below) (i) pay such fixed rent, additional rent and any other charges due and payable by Tenant to Authority (ii) faithfully perform and fulfill all of such covenants, terms, conditions and agreements to be performed by Tenant as set forth in the Lease, and (iii) pay to Authority all consequential damages that may be incurred by Authority as the result of any default by Tenant under the Lease Agreement including without limitation all attorneys' fees and disbursements incurred by Authority as a result of any such default and/or the enforcement of any of the provisions of this paragraph 3. The "Release Date" shall mean the date upon which Tenant returns to the Authority the keys to the Premises and surrenders possession of the Premises in the condition required by the Lease Agreement as of the expiration or termination thereof free of all tenancies or rights or claims of occupancy by Tenant or any party claiming through Tenant.

6. All capitalized terms shall have the meaning set forth in the Lease Agreement or as otherwise defined herein. The balance of the terms of the Lease Agreement as amended shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have caused this Lease Amendment to be executed the day and year first above written.

ALBANY COUNTY AIRPORT AUTHORITY

Rev. Kenneth J. Doyle, Chair

INTEGRA OPTICS, INC.
(f/k/a Integra Networks, Inc.)

By: David Prescott
Title:

DAVID PRESCOTT, Individually, as to Limited
Guaranty set forth in Paragraph 5.

STATE OF NEW YORK)
)ss.:
COUNTY OF ALBANY)

On this day of _____, 20____ before me personally came and appeared **REV. KENNETH J. DOYLE**, to me known to be the person who executed the above instrument, who, being duly sworn, did depose and say that he resides in the County of Albany, that he is the Chairman of the Albany County Airport Authority, the public benefit corporation described in, and which executed, the foregoing instrument; that he executed the foregoing instrument in the name of the Albany County Airport Authority pursuant to a resolution adopted by the Albany County Airport Authority on **May 6, 2019**; and that he signed his name thereto by like authorization.

Notary Public

STATE OF NEW YORK)
)ss.:
COUNTY OF ALBANY)

On this ____ day of _____, 20__ before me personally came David Prescott to me known, who being by me duly sworn, did depose and say that he/she resides in _____County, that he/she is the _____ of **INTEGRA OPTICS, INC. (f/k/a INTEGRA NETWORKS, INC.)**, the corporation described in, and which executed the within instrument; that he/she knows the seal of said corporation; that the seal affixed to said instrument is such corporate seal; that it was affixed by order to the Board of Directors of said corporation; and that he/she signed his/her name thereto by like order.

Notary Public

STATE OF NEW YORK)
) ss.:
COUNTY OF ALBANY)

Before me personally appeared David Prescott, to me well known and known to me to be the person described in and who executed the foregoing instrument, and acknowledged to and before me that he executed said instrument for the purpose therein expressed.

WITNESS my hand and official seal, this ____ day of _____, A.D. 20__.

Notary Public

AGENDA ITEM NO. 10.3

**Terminal Bridge Maintenance: Upgrade to two
Over-the-Wing Passenger Boarding
Bridges C2 and C3 by
APOCCA AB**

AGENDA ITEM NO: 10.3
MEETING DATE: May 6, 2019

ALBANY COUNTY AIRPORT AUTHORITY
REQUEST FOR AUTHORIZATION

ACAA Approved
05/06/2019

DEPARTMENT: *Planning and Engineering*

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

PURPOSE OF REQUEST:

Terminal Bridge Maintenance: *Upgrade to two Over-the-Wing Passenger Boarding Bridges C2 and C3 by APOCCA AB*

CONTRACT AMOUNT:

Base Amount: \$276,716

BUDGET INFORMATION:

Anticipated in Capital Plan: Yes ✓ No NA
Funding Account No: CPN 2251

FISCAL IMPACT - FUNDING (Dollars or Percentages)

Federal 0% State 0% Airport 100%*
Term of Funding: 2019
Grant No. NA; NYS DOT PIN – NA.

** Initially funding will be provided from Discretionary Capital Projects funds on hand anticipated to be reimbursed from Passenger Facilities Charge funds later application.*

JUSTIFICATION:

Authorization is requested to award a Purchase Order based upon time and material amounts not-to-exceed \$276,716 for work required to upgrade the two Over-the-Wing (OTW) Passenger Boarding Bridges (C2 and C3) in order to continue their expected remaining service life of at least ten more years. The work includes onsite service scheduled for June 10 through 16. The original equipment was manufactured and installed by FMT AIRCRAFT GATE SUPPORT SYSTEMS AB, which is no longer in business. APOCCA AB, provided a scope of required engineering service, installation, and support in the attached proposal which will be attached to the Purchase Order. They subsequently agreed to extent the warranty on service and material to two full years. All required cabling, conduits, software and software engineering is included. The airport will provide one man-lift, electrician support while pulling cable, and airside security escort.

CHIEF EXECUTIVE OFFICER'S RECOMMENDATION:

Recommend approval.

AGENDA ITEM NO: 10.3
MEETING DATE: May 6, 2019

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:

Please refer to the attached Offer number 1904-030-2 dated April 17, 2019 and site location map.

Albany County Airport Authority

Attn: Stephen Iachetta

Mail

Malmö 19-04-17

Your ref: Stephen Iachetta
Our ref: Tom Nilsson
Contents: OTW at gates C2 and C3



APOCCA AB is hereby pleased to quote upgrade of the OTW at C2 and C3.

Quotation as follows:

1 APIS, gate C3	91 221 USD
1.1 Thyssen Krupp APIS single row	73 333 USD
1.2 Installation of APIS, hardware (dismantling old system)	5 653 USD
1.3 Installation of APIS, electrical / software	5 653 USD
1.4 Training of maintenance personal	471 USD
1.5 Freight	6 111 USD
2 Canopy & Bellow, gate C2 & C3	16 960 USD
2.1 Dismantling of old covers and mounting of new covers.	1 884 USD
2.2 Cleaning and adjusting canopy	7 538 USD
2.3 Cleaning and adjusting bellow	7 538 USD
3 Control System, gate C2 and C3	111 895 USD
3.1 PLC, I/O communication and operator panel	26 114 USD
3.2 Ethernet switches	1 652 USD
3.3 A/D converter for new sensors	1 544 USD
3.4 Camera and PoE injectors	1 951 USD
3.5 Absolute encoders (rotunda, height and length)	3 612 USD
3.6 Ultrasonic sensors (close to A/C and winglet)	4 421 USD
3.7 Photocell sensors (tail, fuselage, A/C door)	5 580 USD
3.8 Emergency stop	87 USD
3.9 Cable	2 872 USD
3.10 Installation of hardware	16 018 USD
3.11 Installation material	1 667 USD
3.12 Software modification for sensors, PLC and operators panel	29 444 USD
3.13 Drawings and manual	14 489 USD
3.14 Freight	2 444 USD

4 Start up and training	18 845 USD
4.1 Start up	15 076 USD
4.2 Training	3 769 USD
5 Overheads	37 795 USD
5.1 Per diem abroad, incl ESTA (2 persons)	10 749 USD
5.2 Travelling hours (2 persons)	7 320 USD
5.3 Travelling costs	5 999 USD
5.4 Accommodation	9 130 USD
5.5 Rental car	4 597 USD

All-inclusive Total: 276 716 USD

6 Terms of payment

100% of material invoice and software development: when material has arrived on site

Rest of total quotation: after approved SAT

Penalty interest is charged at present to 18% per year.

All delivered equipment belongs to APOCCA AB until full compensation is received.

7 Guarantee

We guarantee that delivered equipment and software corresponds to quality and performance requirements. We accept no liability for equipment belonging to associated customer or contractor, or work performed by personnel other than APOCCA AB's or APOCCA AB's subcontractors.

Guarantee 12 months from goods been taken into commercial operation by Albany Airport. Travel costs, allowance for expenses and accommodation are excluded from any warranty and are to be paid by the purchaser.

8 Delivery

Delivery time equipment etc, preliminary:

- Components 7 weeks
- Cables 7 weeks
- Engineering 6 weeks

9 Scope of delivery

Main purpose of upgrading the over the wing bridges (OTW) at the gates C2 and C3 is to have a less downtime and to have an easier, and less, maintenance.

APIS

The APIS at gate C3 has to be replaced since the B737-800 and B737-MAX8 will be handled in the gate after the upgrading of the JBT bridge (first door bridge).

It will be configured just as gate C2.

Canopy & bellow C2 & C3

The canopy/bellow in general is in good shape and only needs to be refurbished.

Furthermore, delivery time from the manufacturer is 16-20 weeks, so our recommendation is to refurbish the existing units. Following needs to be done:

- The cushion covers has to be replaced, and Albany Airport has bought those in 2018.
- Cleaning
- Readjustment

Control system C2 & C3

The PLC system has to be upgraded, since the existing units is not available on the market anymore. We have opted for the Allen Bradley PLC, so that we can use the same software as before.

The Operators panels will be of another brand and will have the latest Microsoft Window 10 operating system. We have opted to a smaller display, so that it can be incorporated with the operator panel in the JBT bridges. The camera monitor will be incorporated into the operator panel, meaning that the viewing will be good, since the cameras will be upgraded as well. We have also, lately, seen some problems with the DeviceNet communication, and will upgrade that to Ethernet. This means that the cables, relating to the communication, will be replaced.

To make it possible to have different floor positions for the B737-700, -800 and MAX8, the ultrasonic and the photocell sensors will be upgraded. This means that the settings of the sensors will be moved from the sensors into the PLC system. With this upgrade it will be a lot easier for the maintenance crew to replace a damaged sensor in the future.

The software in control system will be simplified so that the downtime of the bridges will be kept to a minimum. The operator panel will be able to show what kind of interlock that is preventing the bridge to operate.

We will incorporate two cameras so that the Southwest operators will be able to view the complete bridge and tunnel from the panel, before sending the OTW from the aircraft. The cameras can be linked, if wanted, to Southwest screens in the terminal area as well.

Following components will be replaced/added:

- PLC
- Operator panel
- I/O communication modules
- Absolute encoder, rotunda
- Absolute encoder, height
- Absolute encoder, length
- Close to aircraft sensors
- Winglet sensor
- Above aircraft sensor
- Above tail wing sensor
- Aircraft door position sensor
- DeviceNet cable, complete in the bridge
- I/O modules for the new sensor types.
- Sensor settings incorporated into the PLC and operator panel
- Simplified software in the PLC
- Simplified software in the operator panel
- Cameras so that the operator can view the complete bridge
- Camera views incorporated in the operator panel
- Network hubs and switches

Curved bumper C2 & C3

APOCCA will provide drawings so that Albany Airport can have the bumper extension made locally. Installation will be done by the airport, and APOCCA will assist during the installation.

Training

We will train both the maintenance and operator crew so that they get comfortable with the new control system.

Best regards,

APOCCA AB

Tom Nilsson

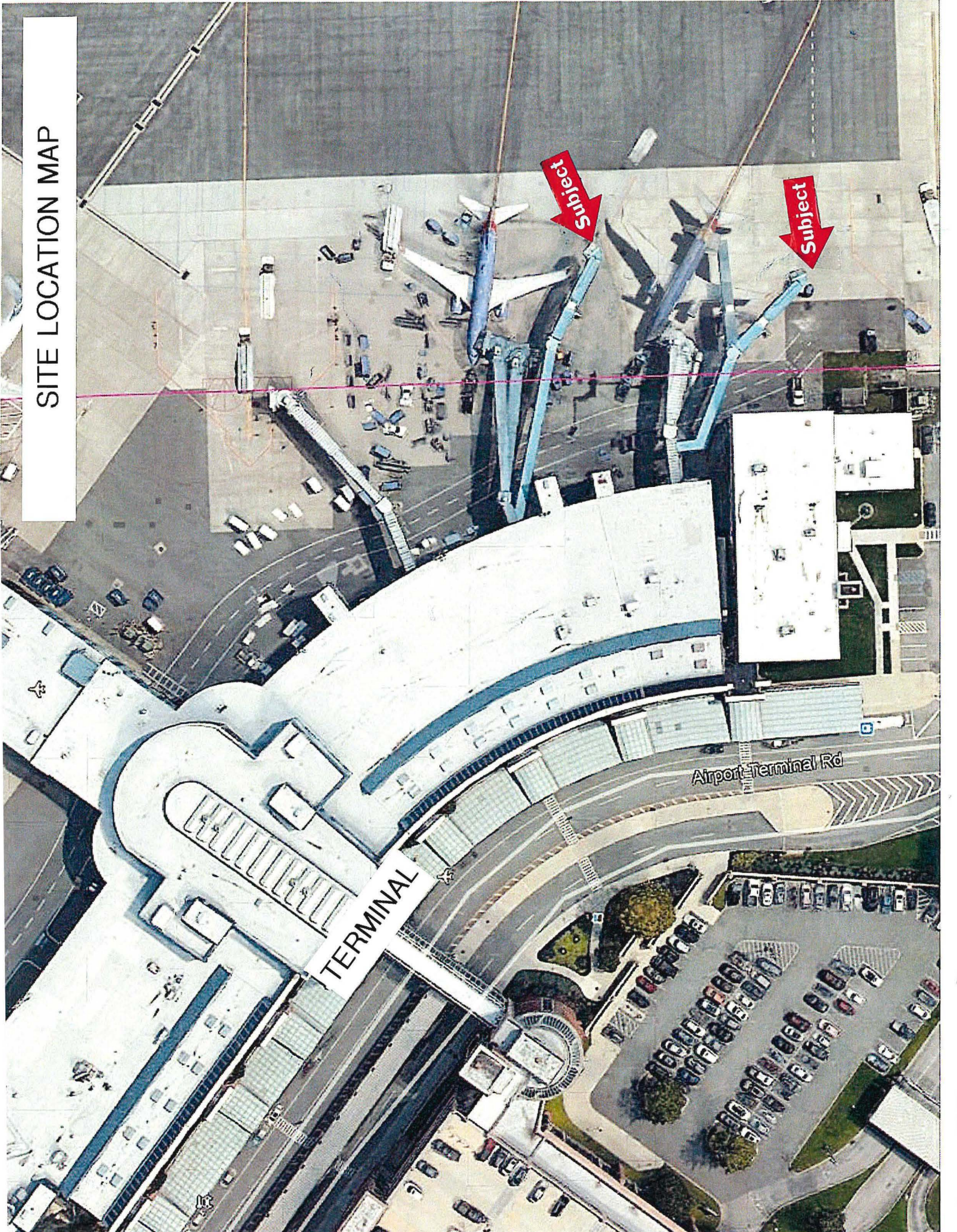
tom.nilsson@apocca.se

+46 704 28 77 60

QUOTATION SPECIFICATIONS, TERMS AND CONDITIONS

Terms of delivery	<p>Orgalime S2012 and S2012S if not thing else has been specified in this quotation. Incoterms 2010 Ex Works (Malmö, Sweden) if applicable. Interest is currently charged with 18% per year.</p>
Price adjustments	<p>In case of changing exchange rates, raw material prices, taxes or public duties after the date of quotation, price list or agreement, APOCCA AB is entitled to adjust the price accordingly upon invoice dates. 1USD=9,27SEK ±5%</p> <p>All costs related to sureties required for the supplier's performance requested by the purchaser are to be paid by the purchaser.</p>
Material	<p>All delivered equipment belongs to APOCCA AB until full compensation is received.</p>
Value Added Tax (VAT)	<p>Additional on all prices</p>
Warranty terms	<p>We guarantee that delivered equipment and software corresponds to quality and performance requirements specified in contract. We accept no liability for equipment belonging to associated customer or contractor, or work performed by personnel other than APOCCA AB's or APOCCA AB's subcontractors.</p> <p>Travel costs, allowance for expenses and accommodation are excluded from any warranty and are to be paid by the purchaser.</p>
Time schedule	<p>Time schedule to be defined together with the customer upon order. Completed payment according to the payment plan is presupposed.</p>
Validity of the quotation	<p>30 days from printing date of quotation. Stated piece prices valid only in conjunction with undivided orders.</p>
Dispute	<p>Disputes arising out of this agreement, where the amount in the dispute can be judged to be a maximum of 500.000SEK, shall be considered by the District court of general jurisdiction in suppliers country and may not be settled by arbitration. The verdict of the District Court shall be valid and may not be appealed.</p>
Other / Reservations	<p>The price excludes expenses such as travel, allowance for expenses, accommodation etc, during the completion of the facility, unless otherwise stated.</p> <p>Additional work beyond the contracted work and additional work beyond schedule caused by another contractor or client and such work related travel costs, allowance for expenses, accommodation etc, will be charged in 2-week intervals. All documentation produced by APOCCA AB is written in Swedish or English. Cancellation of orders will be charged with the costs incurred +20% of the order value.</p>
Quotation information	<p>For further information, please contact:</p> <p>APOCCA AB</p> <p>Tele nr.: +46-44-25 31 400 Fax nr.: +46-44-12 55 22</p>

SITE LOCATION MAP



TERMINAL

Airport Terminal Rd

Subject

Subject

AGENDA ITEM NO. 10.4

Amendment #3 to Contract No. S-912 Runway 1-19 and Taxiway A Edge Lighting Replacement for AECOM for Construction Inspection (CI).

AGENDA ITEM NO: 10.4
MEETING DATE: May 6, 2019

ALBANY COUNTY AIRPORT AUTHORITY
REQUEST FOR AUTHORIZATION

DEPARTMENT:

ACAA Approved
05/06/2019

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

PURPOSE OF REQUEST:

Amendment #3 to Contract No. S-912 Runway 1-19 and Taxiway A Edge Lighting Replacement for AECOM for Construction Inspection (CI).

CONTRACT AMOUNT:

Base Amount:	\$248,495.00
Amendment #1:	\$299,970.00
Amendment #2:	\$107,690.00
<u>Amendment #3</u>	<u>\$139,300.00</u>
Total:	\$795,455.00

FISCAL IMPACT - FUNDING (Dollars or Percentages)

Federal 90% State 5% Airport 5% NA _____
Term of Funding: 2017-2019
Grant No.: 3-36-0001-xx-17 State PIN: <pending>

JUSTIFICATION:

Authorization is requested for the award of Amendment #3 to Contract S-912 Construction Inspection Services for the Runway 1-19 and Taxiway A Edge Lighting Replacement project to AECOM in the amount of \$139,300.00. The firm was previously selected as the most qualified firm responding to a competitive Request for Qualifications process. Their fee for services was subsequently established by negotiation as provided for in the Federal Aviation Administration Advisory Circular 150/5100-14-D. The contractor working on the project did not complete the work within the allotted contract time and is currently being assessed Liquidated Damages per calendar day which will help to offset the additional Construction Inspection costs. The proposed fee conforms will include all construction inspection services during the execution of the construction contract and is in conformance with the Disadvantaged Business Enterprise requirements.

CHIEF EXECUTIVE OFFICER'S RECOMMENDATION:

Recommend approval.

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

AGENDA ITEM NO: 10.4
MEETING DATE: May 6, 2019

PROCUREMENT DEPARTMENT APPROVAL:

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

BACK-UP MATERIAL:

Please refer to attached CI fee proposal from AECOM.



In reply, please refer to: 60536536

April 4, 2019
April 18, 2019 Revision 1

Mr. John LaClair, PE, GGP
Albany County Airport Authority
Albany International Airport
Administration Building
Albany, NY 12211

Reference: Price Proposal
Professional Engineering and Construction Services, 2018-Addendum No. 3
Runway 01-19 and Taxiway "A" Edge Lighting Systems Replacement Project
Professional Engineering Services Contract S-912
AIP No.: 3-36-0001-134-2017
Albany International Airport
Albany, New York

Dear Mr. LaClair:

The Albany County Airport Authority (Authority) has requested that AECOM USA, Inc. (AECOM) provide additional professional engineering and construction phase services at Albany International Airport (ALB) for the Runway 01-19 and Taxiway "A" Edge Lighting System Replacement Project.

This Scope of Services sets forth the work efforts required to complete the requested task.

A. PROFESSIONAL ENGINEERING AND CONSTRUCTION PHASE SERVICES

Task 1 Project Management and Quality Assurance

To accommodate the revised extended project construction schedule, AECOM will provide additional project management services and associated office support, including coordination with the ACAA for preparation of a detailed scope of work, ongoing consultation with the Authority, overall supervision of subconsultant activities, invoicing, safety management oversight, quality management oversight, risk management oversight, change management oversight, and coordination with the ACAA.

Task 2 Resident Inspection

During the construction period, ending June 1, 2019, AECOM will provide one (1) Resident Engineer part time at one day a week at 8 hour days and one (1) Construction Inspector full time at 6 days a week at 8 hour days, to inspect, monitor and support the Contractor's work force and construction activities for compliance with the Contract Documents dated July 2017.

During the construction period, only one Construction Inspector will be available. This proposal considers the ACAA directive that Martin Electric's day work for wire pulling will not require construction inspection.



Mr. John LaClair, PE, GGP

April 4, 2019

April 18, 2019 Revision 1

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During the project closeout period, ending July 1, 2019, AECOM will provide one (1) Resident Engineer full time at 5 days a week at 8 hour days and one (1) Construction Inspector part time at 1 day a week at 8 hour days, to close-out project construction activities for compliance with the Contract Documents dated July 2017.

A Document Control/Office Support person will not be provided.

AECOM Construction Inspection operations resumed April 1, 2019 and are estimated to continue for nine (9) weeks, ending on June 1, 2019. The 2019 construction project close-out will include an additional four (4) weeks of Project Closeout that will extend from June 2, 2019 to July 1, 2019.

The Resident Inspection Team will be responsible for:

- Review of Contractor's submittals, outstanding shop drawings, and material for content;
- Addressing Submittals, Outstanding Shop Drawings, Field Revisions, Change Orders and Pay Requests;
- Contractor RFI coordination;
- Weekly Inspection Reports;
- Schedule Analysis;
- Final Inspection/Project Acceptance - 2019 Services, Not Included in this proposal;
- Acquisition and development of contractor-supplied Red Line Revision Drawings - 2019 Services, Not Included in this proposal;
- Coordinate with the Engineer to develop Record Drawings; and
- Project Closeout

B. ITEMS FURNISHED BY THE AUTHORITY

The following items are requested of the Authority:

- Right of entry onto Airport property;
- Available operational data;
- Resident Inspection Team office space;
- Coordination of closure for site investigations; and
- Comments on design submittals.

C. ITEMS NOT INCLUDED

The following items are not included in this Scope of Services:

- Provisions for field office space, office setup and necessary office equipment;
- Grant coordination, acceptance and reimbursements efforts;
- GIS data collection and reporting in accordance with FAA Advisory Circular 150/5300-18B;
- Attendance at meetings or site visits other than those identified herein;
- Permit fees;
- Preparation of permit applications with supporting drawings, figures and attachments;

Mr. John LaClair, PE, GGP

April 4, 2019

April 18, 2019 Revision 1

Page 3

- Geotechnical Analysis;
- Claims analysis, resolution, or arbitration;
- Design and/or construction phase services for work not included in the scope of work;
- Issuance of Notices to Airmen (NOTAMS) for airfield or apron closures or other reasons;
- Printing or delivery of hard copies of any submittal;
- Existing Structure(s) evaluations;
- Design of airfield pavement or infield horizontal or vertical geometry compliant to FAA Advisory Circular 150/5300-13A, Change 1;
- Value Engineering efforts.

D. COMPENSATION

For services extending to July 1, 2019 and described above, we ask compensation to be on a Time and Material Basis. We estimate the cost of these services to be \$139,300. Approval of this proposal shall authorize AECOM to invoice an additional \$139,300 for Construction Inspection Services under Contract # S-912.

A detailed breakdown of man-hours and derivation of the aforementioned costs is given in attached Exhibit A.

E. PROJECT SCHEDULE

Spring startup – April 1, 2019

Anticipated construction completion – June 1, 2019

Anticipated project closeout completion – July 1, 2019

F. AUTHORIZATION

The proposed services will begin upon issuance of a written Notice-to-Proceed and an Executed Contract. Thank you for the opportunity to submit this Price Proposal. Should you have any questions, please feel free to contact me.

Sincerely,

AECOM USA, INC.



Kenneth J. Krach, Jr., PE

Vice President

cc: Mr. Frank Wengler, Vice President
Mr. Samuel Donelson, Vice President
Ms. Jennifer Lutz, Associate Vice President
Mr. Curtis Grieveson, Associate Vice President
Mr. Navin Natarajan
Mr. Kenneth Lepera, Project Manager

PROFESSIONAL ENGINEERING AND CONSTRUCTION PHASE SERVICES			
Albany County Airport Authority			
Albany International Airport			
2019 Engineering Costs			
Runway 01-19 and Taxiway A Edge Lighting System Replacement			
Category	Man-Hours	Billing Base Rate*	Total
Project Manager	26	\$ 192.77	\$5,012
Senior Engineer	-	\$ -	\$0
Resident Engineer	232	\$ 295.63	\$68,586
Inspector	464	\$ 136.62	\$63,392
Design Engineer (to be billed at Office Overhead)	8	\$ 95.17	\$761
Office Assistant	13	\$ 71.28	\$927
	Subtotal	743	\$138,678
	Subtotal		\$138,678
Expenses (See Attached)			\$621
	TOTAL		\$139,300

PROFESSIONAL ENGINEERING AND CONSTRUCTION PHASE SERVICES
 Albany County Airport Authority
 Albany International Airport

2019 Man-Hours Estimate - Office
 Runway 01-19 and Taxiway A Edge Lighting System Replacement

	Project Manager	Senior Engineer	Design Engineer	Office Assistant	Total
B. Professional Engineering and Construction Phase Services					
Task 1: Project Management					
Project Management	26	0	0	13	39
Subtotal	26	0	0	13	39
Task 3: Office Support Staff					
Subtotal	0	0	0	0	0
Task 4: Quality Assurance Survey					
Coordination with Atlantic Testing Laboratory	0	0	8	0	8
Subtotal	0	0	8	0	8
Task 5: Record Drawings					
Subtotal	0	0	0	0	0
Task 6: Project Closeout					
Subtotal	0	0	0	0	0
TOTAL	26	0	8	13	47



PROFESSIONAL ENGINEERING AND CONSTRUCTION PHASE SERVICES
 Albany County Airport Authority
 Albany International Airport

2019 Man-Hours Estimate - Field
 Runway 01-19 and Taxiway A Edge Lighting System Replacement

Phase	Duration			Hours
	Weeks	Days/Week	Hours/Day	
Task 2: Construction				
Resident Engineer - Part Time 04/1/2019 - 06/01/2019 (Construction)	9	1	8	72
Resident Engineer - Part Time 06/2/2019 - 07/13/2019 (Closeout)	4	5	8	160
Total	4	5	8	232
Inspector - FullTime 04/1/2019 - 06/01/2019 (Construction)	9	6	8	432
Inspector - Part Time 06/2/2019 - 07/13/2019 (Closeout)	4	1	8	32
Total				464

Field Office set up, and furniture/equipment is provided by ACAA. Cost is not included

PROFESSIONAL ENGINEERING AND CONSTRUCTION PHASE SERVICES
 Albany County Airport Authority
 Albany International Airport

2019 Out-of-Pocket Expenses
 Runway 01-19 and Taxiway A Edge Lighting System Replacement

Printing							
Field Revisions	4 Sheets	x \$	1.00	Sheet	x	3 copies	= 12.00
Drawings	33 Sheets	x \$	1.00	Sheet	x	3 copies	= 99.00
Reports	100 B&W 8.5x11	x \$	0.80	Sheet	x	6 copies	= 480.00
	5 Sheets	x \$	1.00	Sheet	x	6 copies	= 30.00
SUBTOTAL							621
TOTAL							621

AGENDA ITEM NO. 10.5

**Construction Contract: Authorization to Award
Construction Contract 991- W Terminal Amenities-
Wayfinding Signs to Color Ad Signs**

AGENDA ITEM NO: 10.5
MEETING DATE: May 6, 2019

ALBANY COUNTY AIRPORT AUTHORITY
REQUEST FOR AUTHORIZATION

ACAA Approved
contingent on
NYSDOT concurrence
and compliance with
M/WBE requirements.
05/06/2019

DEPARTMENT: *Planning and Engineering*
Contact Person: *John LaClair, P.E., Airport Engineer*

PURPOSE OF REQUEST:

Construction Contract: *Authorization to Award Construction Contract 991- W Terminal Amenities- Wayfinding Signs to Color Ad Signs*

CONTRACT AMOUNT:

Base Amount *\$1,459,999.00*

BUDGET INFORMATION:

Anticipated in Current ALB Capital Plan: Yes ✓ No ___ NA
Funding Account No.: CPN 2250

AWARD CONDITIONS MET:

Apprenticeship Y DBE N/A MWBE Y

Service Disable Veteran Owned Business (SDVOB) N/A

FISCAL IMPACT - FUNDING (Dollars or Percentages)

Federal 0%* State 31.1%* Airport 68.9%*
Term of Funding: 2019-2020
Grant No.: N/A STATE PIN: N/A

JUSTIFICATION:

Request to award Contract 991-W for Terminal Amenities Wayfinding Signs to qualified low bidder Color Ad Signs of Manassas, Va. for \$1,459,999.00. The contract scope includes removal and installation of terminal wayfinding signage, removal and installation of curbside signage, new signs in the new parking garage, electrical and data connections and coordination with contracts 989-GC and 991-GC. The award of this contract is contingent on NYSDOT concurrence and compliance with the M/WBE requirements. In the event the low bidder cannot fulfill the requirements of the pre-award submittals, the CEO shall be authorized to award to the second low bidder, L.H. Companies.

CHIEF EXECUTIVE OFFICER'S RECOMMENDATION:

Recommend approval.

AGENDA ITEM NO: 10.5
MEETING DATE: May 6, 2019

FINAL AGREEMENT SUBJECT TO APPROVAL BY COUNSEL: YES NA _____

PROCUREMENT DEPARTMENT APPROVAL:

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

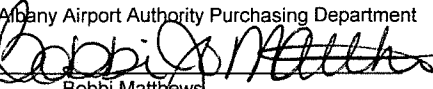
BACK-UP MATERIAL:

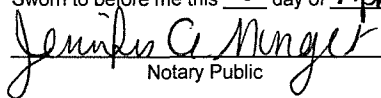
Please refer to the attached Contract 991-W Bid Table and Bid Offering.

CONTRACT #991-W
Terminal Amenities - Wayfinding Signage

Company Name	VMJR Companies	Nova Sign Group	Design Communications	LH Companies	Color Ad Inc.
Addendum #1	X	X	X	X	X
Addendum #2	X	X	X	X	X
Addendum #3	X	X	X	X	X
Addendum #4	X	X	X	X	X
Addendum #5	X	X	X	X	X
Addendum #6	X	X	X		X
Lump Sum Bid	\$2,150,000.00	\$2,119,919.00	\$2,116,539.00	\$1,718,066.00	\$1,459,999.00
Bid Bond	5%	5%	5%	5%	5%
Board of Directors	X	X	X	X	X
Non-Collusion	X	X	X	X	X
Qualification Questionnaire	X	X	X	X	X
Acknowledgment	X	X	X	X	X

I, Bobbi Matthews, certify that this bid tabulation is a true copy of the prices submitted by each bidder for the construction project shown above.

Albany Airport Authority Purchasing Department

 Bobbi Matthews
 Purchasing Agent

Sworn to before me this 30th day of April 2019

 Notary Public

JENNIFER A. MUNGER
 Notary Public, State of New York
 No. 01MU6246332
 Qualified in Schenectady County
 Commission Expires Aug. 08, 2019

ALBANY COUNTY AIRPORT AUTHORITY
INVITATION FOR BID

Sealed bids are hereby requested by the Albany County Airport Authority for **Contract No. 991-W Terminal Amenities – Wayfinding Signage at Albany International Airport**. This project includes, but not limited to, provide the following (1) removal and installation of terminal wayfinding signage, (2) removal and installation of curbside signage, (3) new signs in parking garage (4) electrical and data connections, (5) coordination with other contracts 989-GCR and 991-GC. DOCUMENTS MAY BE OBTAINED beginning at 10:00 AM on **March 28, 2019**, from Bid Net Direct by visiting www.bidnetdirect.com/albany-county-airport-authority or AT THE ALBANY COUNTY AIRPORT AUTHORITY PURCHASING OFFICE for a non-refundable fee of \$75.00. No bid shall be considered unless the organization making the bid has first obtained a copy of the IFB. In accordance with Article 15A of the Executive Law, this project includes a combined Minority Owned Business Enterprise Participation and Woman Owned Business Enterprise Participation goal of thirty percent (30%). In accordance with State Finance Law §§139-j and 139-k, this solicitation includes and imposes certain restrictions on communications between the Airport Authority and an Offerer/bidder during the procurement process. An Offerer/bidder is restricted from making contacts from the earliest notice of intent to solicit offers by this solicitation through final award and approval of the Procurement Contract by the Authority (“restricted period”) to other than designated staff unless it is a contact that is included among certain statutory exceptions set forth in State Finance Law §139-j(3)(a). Designated staff, as of the date hereof, is Bobbi Matthews, Purchasing Agent. Authority employees are also required to obtain certain information when contacted during the restricted period and make a determination of the responsibility of the Offerer/bidder pursuant to these two statutes. Certain findings of non-responsibility can result in rejection for contract award and in the event of two findings within a 4 year period the Offerer/bidder is debarred from obtaining governmental Procurement Contracts. Further information about these requirements can be found by request to the designated staff and the New York State Office of General Services Advisory Council on Procurement Lobbying Web site at: <https://www.ogs.ny.gov/acpl/> . A non-mandatory pre-bid meeting will be held on **April 11, 2019 at 11:00 A.M.** in the Albany County Airport Authority Conference Room, located in the Administration Building, Second Floor at Albany International Airport. Only those bids in the hands of the ALBANY COUNTY AIRPORT AUTHORITY, PURCHASING OFFICE, ADMINISTRATION BUILDING, ROOM 204, SECOND FLOOR, ALBANY, NEW YORK 12211 available to read at **2:00 P.M. (EST) April 23, 2019**, shall be considered. Bids shall be opened read aloud at such time in the Albany County Airport Authority Conference Room, Administration Building, Second Floor, Room 202, Albany, New York. All interested parties may attend. MWBE / SDVOB RESPONSES ARE ENCOURAGED.

AGENDA ITEM NO. 10.6

Professional Services: Authorization to Negotiate Contract S-1013 with Sage Engineering Associates, LLP of Albany for Air Traffic Control Tower and TRACON Facility Improvements

AGENDA ITEM NO: 10.6
MEETING DATE: May 6, 2019

ALBANY COUNTY AIRPORT AUTHORITY
REQUEST FOR AUTHORIZATION

ACAA Approved
Negotiations
05/06/2019

DEPARTMENT: *Planning and Engineering*

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

PURPOSE OF REQUEST:

Professional Services: *Authorization to Negotiate Contract S-1013 with Sage Engineering Associates, LLP of Albany for Air Traffic Control Tower and TRACON Facility Improvements*

CONTRACT AMOUNT:

Base Amount: *Not Applicable*

BUDGET INFORMATION:

Anticipated in Current Capital Plan: Yes ✓ No NA
Funding Account No: CPN 2276

FISCAL IMPACT - FUNDING (Dollars or Percentages)

Federal 0% State 0% Airport 100%*
Term of Funding: 2019-20
Grant No. NA; NYS DOT PIN - NA.
* May be reimbursed with Passenger Facility Charge Funds

JUSTIFICATION:

Authorization is requested to proceed with negotiations for professional engineering service Contract S-1013 with Sage Engineering Associates, LLP of Albany as recommended by the ACAA Selection Committee among two qualified Request for Qualification responses received on April 30, 2019. The RFQ was widely advertised and each competitive engineering team proposal was deemed qualified and Sage Engineering received the highest evaluation score. Contract award is scheduled for a subsequent Board meeting following completion of professional engineering design and construction phase administration service negotiations. Construction Inspection is proposed to be deferred pending completion of design services for the required Air Traffic Control Tower and TRACON Facility renovations. M/WBE program compliance has been demonstrated.

CHIEF EXECUTIVE OFFICER'S RECOMMENDATION:

Recommend approval.

FINAL AGREEMENT SUBJECT TO APPROVAL BY COUNSEL: YES ✓ NA

AGENDA ITEM NO: 10.6
MEETING DATE: May 6, 2019

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: Certification of Proposals Received; Proposal Received (with financials deleted); RFQ issued; Certified RFQ Response Table and Selection Committee Recommendation Memo.

Bill O'Reilly

From: Bobbi Matthews
Sent: Wednesday, May 01, 2019 3:39 PM
To: Steve Iachetta; John LaClair; John A. O'Donnell
Cc: Kathryn Kane; Bill O'Reilly
Subject: RFP Evaluation / S-1013 Design Services

Contract # S-1013 / Design Services of the FAA Control Tower

Two Proposals Received; Sage Engineering and William Taylor Architects

Evaluation Committee:
John O'Donnell
John LaClair
Steve Iachetta

Each committee member completed their evaluation score sheet based on the evaluation criteria outlined in the RFQ document.

The highest possible score: 300

Scoring results are as follows:

Sage Engineering:	288
William Taylor Architects:	268

Therefore, the proposer receiving the highest evaluation score is SAGE ENGINEERING.

*Bobbi Matthews
Purchasing Agent
Albany County Airport Authority
Administration Building, Suite 204
Albany, NY 12211
Phone: (518)242-2213
Fax: (518)242-2640*

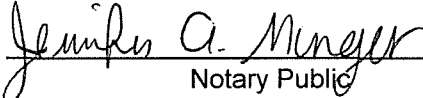
Contract #S-1013
Design Services for Renovations of the FAA Control Tower

Company Name	William Taylor Architects	Sage Engineering Associates, LLP
---------------------	---------------------------	----------------------------------

I, Bobbi Matthews, certify that this proposal acknowledgment is a true copy of the submittals received for the proposal (RFQ) above.

Albany Airport Authority Purchasing Department

Bobbi Matthews,
Purchasing Agent

Sworn to before me this 30th day of April 20 19.

Notary Public

JENNIFER A. MUNGER
Notary Public, State of New York
No. 01MU6246332
Qualified in Schenectady County,
Commission Expires Aug. 08, 2019



Albany International Airport Request for Qualifications Statement

Design Services for the FAA Air Traffic Control Tower Contract S-1013



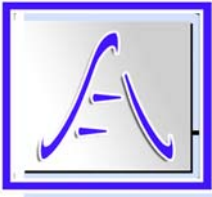
April 30, 2019



SAGE ENGINEERING ASSOCIATES, LLP

1211 Western Avenue Albany, NY (518) 453 6091 F (518) 453 6092





SAGE ENGINEERING ASSOCIATES, LLP

1211 Western Avenue Albany, NY (518) 453 6091 F (518) 453 6092

April 30, 2019

Bobbi Matthews
Purchasing Agent
Albany County Airport Authority
Administration Building
Room 204
Albany, New York 12211-1057

Re: Design Services for the FAA Control Tower Contract #S-1013

To Whom it May Concern:

Sage Engineering is pleased to provide this Statement of Qualifications for the above referenced project.

We feel especially qualified to provide these services for the following reasons:

- Sage Engineering, in conjunction with Spring Line Design (our proposed A/E team partner in this qualifications package) provided the study services and Building Assessment Report that constitutes the nature of this design contract.
- Sage Engineering has been providing design and engineering consultation services for the Albany County Airport Authority since 1999, when we began our design services which resulted in the construction of the Albany Airport Terminal Expansion project, which brought Southwest Airlines to Albany.
- Sage Engineering is very experienced in providing design services for New York State public agencies and public benefit corporations. Since our formation in 1996 we have been producing work of this nature, meeting the requirements for Wickes Law compliance, Executive Orders and other demands of New York State construction design in the public sector. We presently have, or have previously held term contracts with the Office of General Services, the State University Construction Fund, the Dormitory Authority, The State University at Albany, and the Capital District Transportation Authority.



For this project, we propose to utilize Spring Line Design Architecture + Engineering (SLD) for the required architectural services. SLD is a New York State certified women-owned business (WBE). Since 30% of the work identified in the study that we prepared which constitutes the scope of this project is architectural in nature, we expect to satisfy your goal that 30% of the design fees be targeted to M/WBE firms.

This Statement of Qualifications includes the following items, found in the following Sections;

1. Sage Engineering Qualifications
 - a. Business Background
 - b. Experience and Capabilities
2. Description of Project Approach
3. Certifications

We are confident that our team of experience engineers and architects possess the necessary skills and experience to provide the Albany County Airport Authority with the services necessary for an exceptional design project.

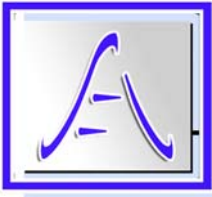
If you have any questions, please do not hesitate to contact me.

Sincerely,



John S. Edwards, P.E., LEED AP
Principal





DESIGN SERVICES FOR THE FAA CONTROL TOWER CONTRACT #S-1013

SECTION 1

SAGE ENGINEERING QUALIFICATIONS

A. Business Background

5.1.1 Sage Engineering Associates, LLP has been in business 23 years.

5.1.2

5.1.2.1 Date of Organization: January 1, 1996

5.1.2.2 Partnership Organized in the State of New York

5.1.2.3 Partners

5.1.2.3.1 Evan C. Walden, P.E., Principal

5.1.2.3.2 John S. Edwards, P.E., Principal

5.1.2.3.3 David P. Layton, P.E., Principal

5.1.2.3.4 Michael O. Meyers, P.E., Principal

5.1.3 Sage Engineering Associates, LLP has never failed to complete any contract awarded to us.

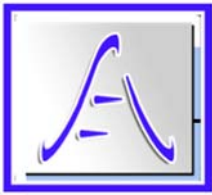
5.1.4 No officer or partner of Sage Engineering Associates LLP has ever been an officer or partner of any other firm who has failed to complete a contract.

5.1.5 A copy of Sage Engineering Associates, LLP's financial statement for 2018 is attached in Section 5 of this Statement of Qualifications

B. Experience and Capabilities

The following project sheets describe projects which relate to Contract S-1013 because they consist of renovations and rehabilitation projects to existing facilities through New York State agencies and public benefit corporations.





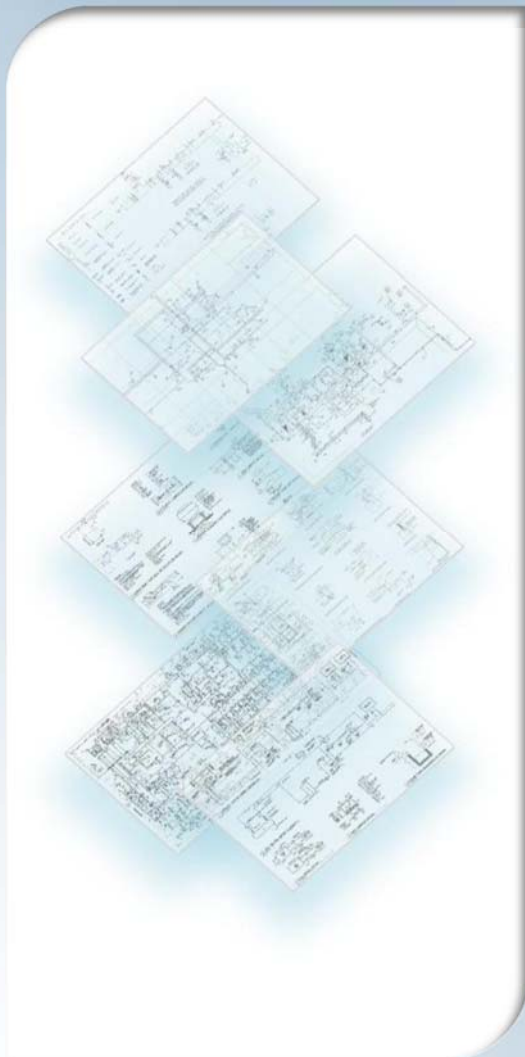
Albany International Airport

Terminal Expansion

Albany, New York



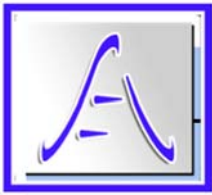
Sage Engineering Associates, LLP provided engineering design services for a new 16,000 SF, \$6.5 million expansion of the main terminal building. This design was fast-track in nature with equipment selections and orders placed prior to the completion of design. Complicated site issues required resolution due to the close adjacency of an existing building that was pending future demolition, as well as to the presence of sub-surface utility mains that serve the entire airport terminal building.



Project features included:

- Plumbing
- Fire Protection
- HVAC including a \$100,000 Expansion of the Existing Facility DDC Controls System
- Wet-pipe Fire Sprinkler System
- Electrical Power Distribution and Lighting
- Extended Chill Water System
- Extended Fire Alarm System
- Extended Sound System
- Extended Security System with Card Access





Albany International Airport Various System Forensic Investigations

Albany, New York

Forensic Investigation of HVAC Systems Control Tower and Administration Base Building

Sage Engineering Associates, LLP provided forensic engineering services to determine the cause of temperature control problems in both the Albany International Airport Control Tower as well as the Administrative Base Building serving the Tower. Sage Engineering determined that a number of equipment and control system failures had contributed to occupant complaints, and worked with Airport maintenance personnel to correct the equipment failures. The existing Control Tower DDC control systems were also modified and improved to ameliorate unacceptable Tower conditions.

Forensic Investigation and Reprogramming of HVAC Control Systems - Terminal Building

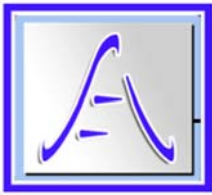
Sage Engineering Associates, LLP provided forensic investigation to determine why, for the first eighteen (18) months of operation, the existing air handling units serving the newly-completed building were surging and unable to provide scheduled capacity, despite the efforts of the original design engineers and outside consultants to remedy this problem. After examination of the fan and control systems, Sage Engineering determined that the control systems were incorrectly processing and transmitting digital instructions to the individual fan speed controls.

Sage Engineering reprogrammed the direct digital control (DDC) system, resulting in the elimination of unstable fan operation and establishment of complete fan capacity.

Forensic Investigation and Corrections to Emergency Power Systems - Terminal Building

Sage Engineering Associates, LLP provided proactive review of the Airport emergency power systems in advance of the Year 2000 date change, and determined that the backup power systems installed with completion of the Main Terminal Building were unable to correctly transfer loads under a variety of circumstances. Sage Engineering, working with an electrical contractor, modified relay settings and corrected installation conditions increasing reliability of the backup power systems.





Renovate Historic AE Smith State Office Building New York State Office of General Services

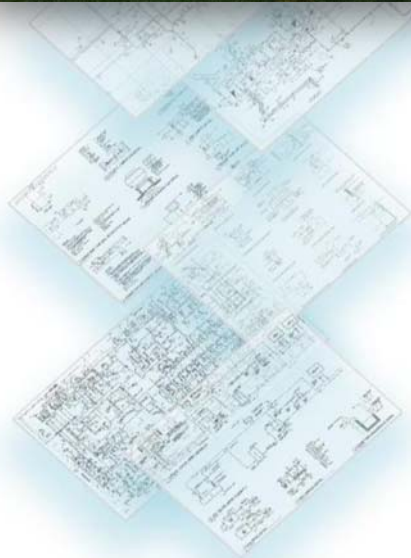
Albany, New York

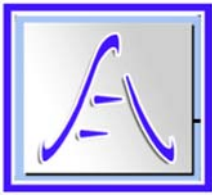


Sage Engineering Associates, LLP provided plumbing, design services for the complete renovation of this 560,000 square foot, 34-story office historically-significant building, including a ground floor kitchen, as well as interior fitup services throughout the building for HVAC, electrical, fire alarm, fire protection, and plumbing systems. Sage also provided mechanical and electrical engineering construction phase services.

Project features included:

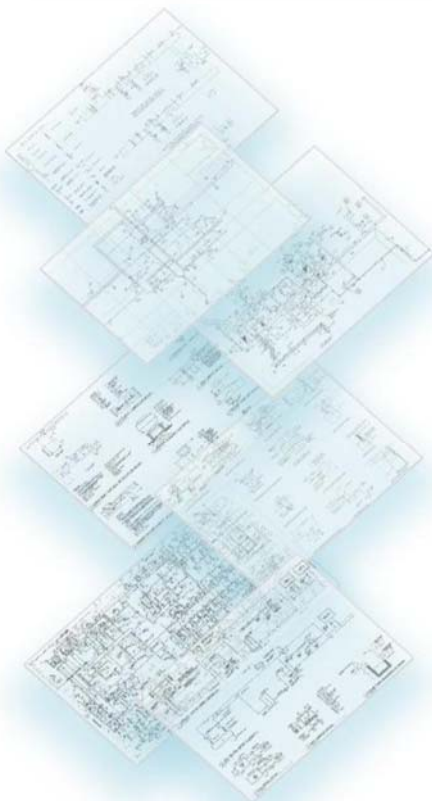
- Detailed Mechanical and Electrical Coordination Activities During Construction
- Security Initiative Designs
- Complete Plumbing System Design
- Electrical and HVAC Interior Design
- Renovation of Emergency Power System
- Coordination with Utility Providers
- Ground Fault Design





Renovate Public Safety Building City of Amsterdam

Amsterdam, New York



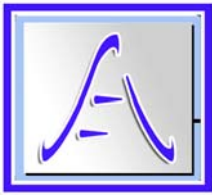
Sage Engineering Associates, LLP provided engineering design services for the renovation of this early 1970s 50,000 SF concrete and steel building consisting of two (2) floors and a basement. The scope of work included multiple prime contracts.

Following completion of the Master Plan, Sage Engineering designed the first phase recommended under this Plan.

Project features included:

- Upgrade Main Mechanical Room to meet ASHRAE Standard 15 Requirements
- New Air Filters to All Air Handling and Fan Coil Units
- Replace Boilers and Hot Water Pumps
- Convert Hot Water Piping System to Primary/secondary
- Replace Existing Roof Mounted Air-cooled Condensing Unit with Roof Mounted Evaporative Condenser
- Provide DDC System to Control Air Handlers and Boiler and Chilled Water Plants
- Provide Gas Fired Radiant Heat System to Serve Apparatus Bay
- Provide Commercial Kitchen Exhaust Hood and Fan and Makeup Air Unit Serving Fire Department Kitchen
- Replace Emergency Generator and Identified Fixtures, Lamps, and Ballasts
- Relocate/replace Panels, Disconnects, and Combination Motor Starters
- Install Panel, Variable Speed Drives, Conduit, Wire, and Miscellaneous Materials to Support Installation of HVAC Equipment
- Remove/install Wiring Devices and Appliances to Support Construction Renovations.





State University of New York Central Administration Bldg. Renovate 2nd and 3rd Floors

Albany, New York



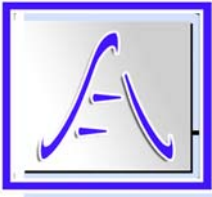
Sage Engineering Associates, LLP provided engineering design services for the renovation of 26,000 SF of office spaces, including new HVAC, lighting, and power. The renovation tasks included HVAC renovation of main air handling units, which serve the entire building, for the purpose of increasing ventilation delivered to the building occupants.



This project required careful phased construction to permit the building to remain occupied throughout the full period of construction, and ventilation was continuously provided from equipment that was being removed and replaced.

A new DDC system was installed for operation of the systems replaced under the contract as well as to provide a backbone for later-installed DDC controls as well as security and fire alarm integration.





DESIGN SERVICES FOR THE FAA CONTROL TOWER CONTRACT #S-1013

SECTION 2

DESCRIPTION OF PROJECT APPROACH

Sage Engineering conjunction with Spring Line Design will meet with the Airport Authority to discuss each recommended scope item for the purpose of confirming the priority of the item and to discuss specifics of the work. This meeting will also establish those work items that will constitute the ATCT Priority Project. The work specifics for discussion of all work will include the nature of site access for field verification during the design phase, as well as for contractor access during construction so that restrictions can be identified in the contract documents. Of particular discussion will be issues related to the elevator work, since a number of options were presented. The nature of the elevator work will greatly impact phasing of the project so that complete operational capabilities of the ATC Tower and Base Building are maintained. A through discussion of these impacts may affect the decision-making on the part of the Airport Authority

Because much of the nature of the work includes repair to existing finishes and work materials, Sage Engineering anticipates that the contract documents may include photographs to more directly instruct the contractor in the nature of individual work items.

ATCT Priority Project

A Construction Document package that selectively accelerates project completion for those work items deemed to be of critical priority will be prepared with a working submission at approximately 50% of the construction document completion submitted for review by the Airport Authority. The A/E team will continue developing the contract documents while this submission is under review. A walk-through to discuss Airport Authority Comments will be conducted prior to delivery of the final construction documents. The ATCT Priority Project deliverables will include construction drawings, specifications and a cost estimate.



As a part of the ATCT Priority Project, the A/E team will prepare and submit FAA 7460-1 as required by the FAA, on behalf of the Airport Authority. The A/E team will also coordinate with and provide responses to questions raised by the Albany County Codes department to support the building permit application filed by the contractor.

During the ATCT Priority Project Bid Phase, the A/E will provide required clarifications and addenda, modify contract documents are required to satisfy bidders questions, attend a pre-bid conference, assist the Airport Authority in the bid review, and provide a recommendation for bid award.

During the construction phase of the ATCT Priority Project, A/E team representatives will be present at construction meetings if required by the Airport Authority. Document modifications or clarifications will be produced as required to assist in resolution of questions. The team will provide review of the contractor shop drawing submittals, will answer Requests for Information (RFI's) submitted by the contractor, and will provide site visits for construction observation at intervals to be determined by the Airport Authority, including punchlist site visits and final inspection. As-built markups provided by the contractor will be added to the project electronic construction documents for the purpose of provide both a printed and electronic record of the as-built work conditions.

For the purpose of providing accuracy and responsiveness, construction phase support services will be provided by those individuals who are the key architects and engineers who developed the construction documents during the design phase of the project; a separate team of construction engineers and architects will not be used.

Base Building Non-Priority Project

After a notice to proceed is provided Sage Engineering will prepare a Schematic Phase Submission which consists of key-noted plans that indicate areas for work with associated descriptions of the work anticipated for each indicated area. An outline specification with anticipated CSI sections and appropriate Part 2 titles will be provided. A meeting to review the Schematic Phase Submission will be conducted to confirm the contents of the submission and the response comments from the Airport Authority.

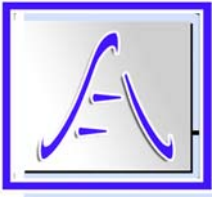
The Design Development Submission will include further-developed drawings that relate the work areas identified in the Schematic Phase Submission but with more advanced direction and details developed for the contractor's instruction. A complete plan set will be projected with drawing numbering and titles listed. A construction cost estimate will be prepared, and a technical specification (less Division 1) will be provided with further development on the Part 2 descriptions. The Construction Document Submission will complete the drawings and specifications reviewed under the Design Development Submission. During this phase, a final plan-in-hand walkthrough of the facility with a representative of the Airport Authority as well as the appropriate FAA personnel to confirm site conditions and review the work, prior to final completion of the Contract Documents. The final submission will include all drawings, specifications and a cost estimate.

As a part of the Base Building Non-Priority Project, the A/E team will prepare and submit FAA 7460-1 as required by the FAA, on behalf of the Airport Authority. The A/E team will also coordinate with and provide responses to questions raised by the Albany County Codes department to support the building permit application filed by the contractor.

During the Base Building Non-Priority Project Bid Phase, the A/E will provide required clarifications and addenda, modify contract documents are required to satisfy bidders questions, attend a pre-bid conference, assist the Airport Authority in the bid review, and provide a recommendation for bid award.

As in the ATCT Priority Project, A/E team representatives will be present at construction meetings if required by the Airport Authority. Document modifications or clarifications will be produced as required to assist in resolution of questions. The team will provide review of the contractor shop drawing submittals, will answer Requests for Information (RFI's) submitted by the contractor, and will provide site visits for construction observation at intervals to be determined by the Airport Authority, including punchlist site visits and final inspection. As-built markups provided by the contractor will be added to the project electronic construction documents for the purpose of provide both a printed and electronic record of the as-built work conditions.

As in the ATCT Priority Project, construction phase support services will be provided by those individuals who are the key architects and engineers who developed the construction documents during the design phase of the project; a separate team of construction engineers and architects will not be used.



DESIGN SERVICES FOR THE FAA CONTROL TOWER CONTRACT #S-1013

SECTION 3

CERTIFICATIONS

The following certifications/forms follow in this Section;

- A. Affirmation of Understanding
- B. Qualification Acknowledgement
- C. Non-Collusion Affidavit
- D. Insurance Requirement Affidavit
- E. Partnership Statement
- F. Financial Information
- G. Work Force Composition



SECTION IV: SCHEDULE "A" CONSULTANT'S RESPONSE


OFFERER/BIDDER/PROPOSER'S AFFIRMATION OF UNDERSTANDING OF AND AGREEMENT PURSUANT TO STATE FINANCE LAW §139-j(3) and §139-j(6)(b)

Contract No.: ~~S-969~~ S-1013

Contract Name: ~~Construction Management~~ DESIGN SERVICES FOR THE FAA CONTROL TOWER

Pursuant to State Finance Law §§139-j and 139-k (attached), this Solicitation/Invitation for Bid/Request for Proposal includes and imposes certain restrictions on communications between the Authority and an offerer/bidder during the procurement process. An offerer/bidder/proposer is restricted from making contacts from the earliest notice of intent to solicit offers through final award and approval of the contract by the Authority ("restricted period") to other than designated staff unless it is a contact that is included among certain statutory exceptions set forth in State Finance Law §139-j(3)(a). Designated staff, as of the date hereof, is identified in the Solicitation/Invitation for Bid/Request for Proposal for the contract referenced above. Authority employees are also required to obtain certain information when contacted during the restricted period and make a determination of the responsibility of the offerer/bidder/proposer pursuant to these two statutes. Certain findings of non-responsibility can result in rejection for contract award and in the event of two findings within a 4 year period, the offerer/bidder/proposer is debarred from obtaining governmental procurement contracts. Further information about these requirements can be found by examining the New York State Procurement Lobbying Law.

Offerer affirms that it understands and agrees to comply with the procedures of the Authority relative to permissible Contacts as required by State Finance Law §139-j (3) and §139-j (6) (b).

Signature:  Date: April 30, 2019

Name: John S. Edwards, P.E.

Title: Principal

Contractor Name: Sage Engineering Associates, LLP

Contractor Address: 1211 Western Avenue, Albany, NY 12203

QUALIFICATION ACKNOWLEDGMENT FORM

The proposers acknowledge that he/she has carefully examined the RFQ, the attached Agreement draft and the proposed location/s for his proposed operation/s.

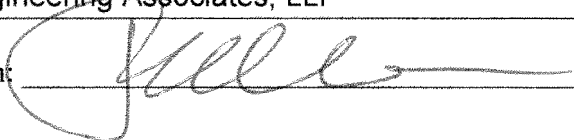
The proposer warrants that if qualifications are accepted, he will contract with the Albany County Albany Authority the form of an Agreement substantially in the form attached and comply with the requirements of the RFQ and the executed Agreement. Proposer agrees to deliver an executed Agreement to the Albany County Airport Authority within fourteen (14) calendar days of receiving the tendered Agreement from the Authority.

I, the undersigned, guarantee our qualifications meet or exceed specifications contained in the RFQ document. Any exceptions are described in detail and all requested information has been submitted as requested.

I affirm that I have read and understand all the provisions and conditions as set forth in this RFQ. Our firm will comply with all provisions and conditions as specified, unless specifically noted as an exception with our Qualifications.

I also affirm that I am duly authorized to execute the Agreement contemplated herein; that this company, corporation, firm, partnership, or individual has not prepared these Qualifications in collusion with any other proposer.

Name of Proposer: Sage Engineering Associates, LLP

Signature of Authorized Person: 

Title: Principal

Business Address of Proposer: 1211 Western Avenue, Albany, NY 12203

Business Phone Number: (518) 453-6091

Date: April 30, 2019

Subscribed and sworn to before me this 30 day of April, 20019.

TINA HUBER
Notary Public, State of New York
No. 01HU6066082
Qualified in Albany County
Commission Expires Nov. 5, 2021

NON-COLLUSION AFFIDAVIT

Authorized officer: Proposer's qualifications containing statements, letters, etc., shall be signed in the qualifications by a duly authorized officer of the company whose signature is binding on the qualifications.

The undersigned offers and agrees to furnish all of the items/services upon which qualifications are stated in the accompanying proposal. The period of acceptance of this proposal will be _____ calendar days from the date of the acknowledgment. (Period of acceptance will be ninety (90) calendar days unless otherwise indicated by proponent).

STATE OF New York COUNTY OF Albany

BEFORE ME, the undersigned authority, a Notary Public in and for the State of New York on this day personally appeared John S. Edwards who after being by me duly sworn did depose and say: I, John S. Edwards am a duly authorized officer of/agent for and have been duly authorized to execute the foregoing on behalf of the said Sage Engineering Associates, LLP.

I hereby certify that the foregoing offer has not been prepared in collusion with any other proponent or other person or persons engaged in the same line of business prior to the official opening of this proposal. Further, I certify that the proponent is not now, nor has been for the past six (6) months, directly or indirectly concerned in any pool or agreement or combination, to control the type of services/commodities offered, or to influence any person or persons to offer or not to offer thereon.

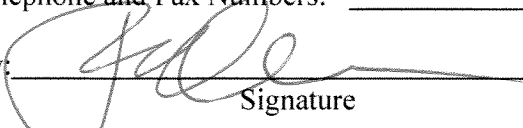
By submission of these qualifications, each proponent and each person signing on behalf of any proponent certifies and in the case of a joint proposal each party thereto certifies as to its own organization, under penalty of perjury that to the best of his knowledge and belief:

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


Name and Address of Proponent: Sage Engineering Associates, LLP

1211 Western Avenue, Albany, NY 12203

Telephone and Fax Numbers: (518) 453-6091 (P), (518) 453-6092 (F)

By:  Name & Title John S. Edwards, Principal
Signature

SUBSCRIBED AND SWORN to before me by the above-named on this 30 day of Apr^l 2019.


Notary Public in and for the State of New York

TINA HUBER
Notary Public, State of New York
No. 01HU6066082
Qualified in Albany County
Commission Expires Nov. 5, 2021

INSURANCE REQUIREMENT AFFIDAVIT

To be completed by appropriate insurance agent:

I, the undersigned agent, certify that the insurance requirements contained in this qualifications document have been reviewed by me with the below identified offerer. If the below identified offerer is awarded this contract by Albany County Airport Authority, I will be able, within ten (10) days after offerer is notified of such award, to furnish a valid insurance certificate to the Airport meeting all of the requirements contained in this contract.

Agent: Hayri Darzanoff Signature DKB Agency, LLC (DKB Group, LLC) Agent

Name of Insurance Carriers: Axis Insurance Company

Address of Agency: 7 Oak Place, Suite 8, Montclair, NJ 07042

Phone Number Where Agent May Be Contacted: 973-337-5718

Offerer's Name (Print or Type) Hayri Darzanoff

SUBSCRIBED AND SWORN to before me by the above named on this day of April 29, 2019



Sara Chauna
Notary Public in and for
State of New Jersey

PARTNERSHIP STATEMENT

IF A PARTNERSHIP, answer the following:

1. Date of Organization? January 1, 1996
2. General Partnership _____ Limited Partnership X
3. Partnership Agreement Recorded? X Yes _____ No _____
Date: December 28, 1995

Book: _____

Page: _____

County: Albany

4. Has the Partnership done business in New York?
Yes X No _____ When? Continuous since 1-1-96
5. Name, address, and partnership share of each general or limited partner:

Name	Address	Percent Of Share Partner	General Limited
1. Evan C. Walden	126 Dedham Post Drive Schenectady, NY 12303	46.425%	General
2. John S. Edwards	2100 Cook Road Ballston Lake, NY 12019	34.75%	General
3. David P. Layton	514 Muitzeskill Road Schodack Landing, NY 12156	15.95%	General
4. Michael O. Meyers	52 Swatling Road Latham, NY 12110	2.875%	General

ALL PROPOSALS - FINANCIAL INFORMATION

A. Financial Statements

Proponents shall attached a Balance Sheet and Income Statement prepared in accordance with Generally Accepted Accounting Principles (GAAP) for the most current year-to-date period, together with a copy of the Proponent's most recent fiscal year Financial Statements, audited by a Certified Public Accountant or firm of Certified Public Accountants, including the auditor's opinion thereon.

B. Surety Information

1. Have you, or any entity you have had an ownership interest in, ever had a bond or surety canceled or forfeited? Yes () No (X)

2. If Yes, state the name of the bonding company, date, amount of the bond and the reason for such cancellation or forfeiture

C. Bankruptcy Information

1. Have you, or any entity you have had an ownership interest in, ever filed a petition for bankruptcy, or been declared bankrupt? Yes () No (X)

2. If Yes, state the name of the entity, date, amount of the filed or declared bankruptcy

D. County of Albany and any Affiliated Entity

1. Have you ever entered into an agreement with the County of Albany or any affiliated entity? Yes (X) No ()

2. If Yes, identify the agreement(s), its purpose, and its term.
Design Services for Wash Facility, 2005 - 2007

3. Have you ever been sent a default notice concerning any such agreement(s)?
Yes () No (X) If Yes, please explain

ALBANY COUNTY AIRPORT AUTHORITY

**Administration Building, Suite 204
Albany, NY 12211-1057**



REQUEST FOR QUALIFICATION STATEMENTS

**Design Services
For Renovations of the Federal Aviation Administration
Air Traffic Control Tower**

Contract S-1013

Issue Date

April 11, 2019

Return Date:

April 30, 2019 @ 11:00 A.M.

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ALBANY COUNTY AIRPORT AUTHORITY**

REQUEST FOR QUALIFICATIONS:

**Design Services for Renovations for
the Federal Aviation Administration Air
Traffic Control Tower (ATCT)**

Contract # S-1013

- I. Notice of Request for Qualifications**
- II. Request for Qualifications**
- III. Sample Professional Services Agreement**
- IV. Schedule "A"
Consultant's Response**

ALBANY COUNTY AIRPORT AUTHORITY

Design Services for Renovations of the Federal Aviation Administration Air Traffic Control Tower (ATCT) Contract # S-1013

SECTION I: NOTICE FOR REQUEST FOR STATEMENT OF QUALIFICATIONS

This Request for Qualifications (RFQ) is intended to identify qualifications for Design Services for renovations of the Federal Aviation Administration (FAA) control tower at the Albany County Airport Authority (ACAA) at the Albany International Airport (ALB). The formal Requests for Qualifications ("RFQ") will be available April 11, 2019, at the Albany County Airport Authority, Purchasing Office, Administration Building, Suite 204, Albany, New York 12211-1057, telephone number (518) 242-2214 and facsimile (518) 242-2640 or at www.bidnetdirect.com//albany-county-airport-authority. No response will be considered unless the organization making the response has first obtained a copy of the RFQ from Bid Net Direct or the Airport Purchasing Office. Specific details of the qualifications and scope of services are provided in the RFQ.

Participation by Minority and Women Owned Business Enterprises (MWBE) is encouraged. The WMBE participation requirement for this project is 30%.

The response to this RFQ must be received no later than **April 30, 2019 at 11:00 a.m.**, at the Albany County Airport Authority Purchasing Office.

The Authority reserves the right to reject any or all qualifications, in whole or in part, to waive any and all informalities, and to disregard all non-conforming, non-responsive, or conditional qualifications.

Qualification statements received in the Authority Purchasing Office after the submission deadline shall be returned unopened and will be considered void and unacceptable. The Airport Authority is not responsible for lateness of mail, carriers, etc., and the date/time stamp clock in the Purchasing Department shall be the official time of receipt.

ALBANY COUNTY AIRPORT AUTHORITY

Design Services for the Federal Aviation Administration Air Traffic Control Tower (ATCT) Contract S-1013

SECTION II: REQUEST FOR QUALIFICATIONS

1.0 INSTRUCTIONS TO RESPONDENTS:

The Albany County Airport Authority (“Authority”) is seeking design services qualification statements with hourly rates by staffing titles at the Albany International Airport.

The Consultant shall conduct its work in accordance with applicable Federal, State and local laws and regulations. Where approvals by Federal, State or Local bodies or agencies are necessary, the Consultant shall identify such approvals and assist the Authority in obtaining same.

Furthermore, the Consultant shall perform in a manner consistent with all existing legal agreements and leases at the Airport. Where variances to existing agreements or leases may be recommended, ample justification shall be provided. Airport Counsel will provide access to existing agreements and leases, as well as interpretations thereof and assessments of possible amendments as may be necessary as a result of the Contractor’s work.

In response to this RFQ, the Consultant may define, from its perspective, a more specific scope of services that will achieve the Authority’s objectives based upon procedures and methods as approved by the Authority. The Authority reserves the right to modify, amend, or waive any provision of this RFQ, prior to letting of a contract for contracting services.

Any interpretation, correction or change to this Request for Qualifications will be made by addenda. Sole issuing authority of addenda shall be vested in the Purchasing Agent as entrusted by the Albany County Airport Authority. Addenda will be posted on Bid Net Direct.

All questions concerning this RFQ shall be submitted in writing to Purchasing Agent, Bobbi Matthews at the above address, by email to BMatthews@albanyairport.com or by facsimile to (518) 242-2640 and interpretations and responses will be addressed to all respondents as addenda to the RFQ. Respondents are advised to refrain from requesting information in any manner other than as specified herein. Questions should be submitted in writing at least 72 hours prior to the due date and time to allow for a thorough response.

The Authority is extremely appreciative of the time and effort you must expend to submit a response. We would appreciate your informing us of any requirements of this RFQ which may have influenced your decision to “NO OFFER”. If, however, you choose to “NO OFFER” this

service and wish to remain on list for other services, please state the particular service under which you wish to be classified.

2.0 PROJECT MANAGEMENT AND ORGANIZATIONAL STRUCTURE:

- 2.1 The **ALBANY COUNTY AIRPORT AUTHORITY**, is a body corporate and politic constituting a public benefit corporation established and existing pursuant to the Albany County Airport Authority Act enacted by Chapter 686 of the laws of 1993 and set forth in Title 32 of the New York Public Authorities Law, having offices at the Administration Building, 2nd Floor, Albany International Airport, Albany, NY, 12211-1057.

The County of Albany (the "County") is the owner of the Albany International Airport located in the Town of Colonie, County of Albany, State of New York.

The County and the Authority have entered into an Airport Lease Agreement, effective as of May 16, 1996, for a term ending December 31, 2049, whereby the Authority has the exclusive right to operate, maintain and improve the Airport and do anything else permitted by law, subject only to the restrictions and conditions stated in such Airport Lease Agreement and in accordance with applicable law.

3.0 PROJECT SCOPE OF WORK: Contract No. S-1013

The Albany County Airport Authority is hereby requesting statements of qualifications from firms with Engineering and Design Services experience.

Background:

Albany International Airport's Air Traffic Control Tower (ATCT) was constructed in 1996 and is in need of restoration. The renovations will bring the ATCT back into good condition and involve all aspects of the building from simple caulking to the replacement of major building components.

The Albany County Airport Authority commissioned a study that was completed by Sage Engineering Associates dated February 4, 2019. In addition to the study a separate elevator analysis was conducted and supplements the building assessment report. An elevator review dated February 12, 2019 was prepared by Kone and is included as part of the assessment.

Design Services Phase:

Thoroughly review the building assessment prepared by Sage Engineering and Kone elevator and make suggestions as appropriate. The assessment with recommendations shall form the

basis of design.

Design Submissions:

Document preparation must adhere to Wick's Law requirements and contain work broken into separate trades.

Schematic Phase:

Submit three (3) sets of schematic phase drawings along with technical specifications (paper C size sheets)

Design Development Phase:

Submit three (3) sets of Design Development Phase Drawings along with technical specifications (paper c size sheets). Include estimated cost of construction.

Construction Document Phase: (100%)

Submit three (3) sets of construction document phase drawings along with technical specifications (paper c size sheets). Include estimated cost of construction.

ATCT Priority Project:

A separate accelerated bid and construction phase shall be advanced quickly to address immediate FAA ATCT needs. This will be a separate project which shall address the priority needs of the ATCT.

The total duration of the design, bid, and award shall not exceed 9 weeks and construction shall not exceed 4 months.

Deliverables:

In addition to the above, the following list entails what the consultant shall include for design deliverable;

- PDF of stamped and signed Final 100% Contract Drawings, technical specifications, stamped/signed certification spec pages for bidding purposes.
- PDF of construction observation reports following each site visit during construction.
- PDF of punch lists, once construction is substantially complete.

Regulatory Agency Coordination and Approvals:

The consultant shall follow all the latest Advisory Circulars issued by the Federal Aviation Administration.

The consultant shall prepare and submit the FAA 7460-1, Notice of Proposed Construction or alteration for any lift or crane place at the project site. The forms shall be submitted through the FAA Obstruction Evaluation / Airport Airspace Analysis (OE/AAA) website on behalf of the ACAA.

The consultant shall coordinate with Albany County Codes to ascertain a building permit for all bid projects.

Bidding & Award Phase:

The following tasks will be provided for bidding phase services:

- Prepare clarification and addenda (two addenda estimated for each of the bid packages) required for bid documents during the bidding period.
- Prepare any necessary modification to the drawings or specifications.
- Answer pertinent contractor questions applicable to the project during an estimated three week bidding timeframe for each of the bid packages that will be issued by the Authority's Procurement Office.
- Attend a pre-bid conference meeting, as scheduled by the Authority.
- Assist ACAA in assessing bid results and provide recommendation on the award of contract.

Construction Administration Phase:

The construction Administration services shall be as follow:

- Transmit to the Albany County Airport Authority requests for interpretations of the meaning and intent of the drawings and specifications, and assist in the resolution of questions that may arise.
- Develop appropriate drawings, sketches, respond to RFIs, bulletins, etc.
- Attend construction meetings & / or site visits over a 12 month construction period (two per month)
- Review and ensure that work is being constructed per contract documents.
- Be responsible for reviewing and approving of samples, schedules, shop drawings and other submission to the extent necessary for compliance with the design intent.
- Review contractors' proposed change orders relative to changes in the work and recommended appropriate action.
- Perform a punch list walk through at the substantial completion of the project and issue a punch list via the Construction Manager to be completed by the Contractors.
- Provide final inspection of the work in accordance with the contract document.
- Prepare as-built documents base on work performed in the field.

Professional Fee:

The fee shall be compensated on a Lump Sum based on a breakout of the project phases and associated fees. These fees reflect engineering disciplines of site/civil, structural, mechanical, electrical, plumbing, fire protection, transportation, and project management services, as well as sub-consultants.

Payment Schedule:

ATCT Priority Project	15%	\$ _____
Design Services Phase	60%	\$ _____
Bidding & Award Phase	5%	\$ _____
Construction Administration Phase	20%	\$ _____
Total Lump Sum Fee	100%	\$ _____

Reimbursable Expenses:

In addition, reimbursable expenses for items such as mileage, meals, hotels, federal express, special inspections, reproductions, billed at one point one (1.10) times actual cost.

An invoice shall be billed at the end of each month according to work completed within each Design, Bid and Construction administration phase.

Project Budget:

Refer to Sage Engineering Building Assessment for the project budgets.

Inspection Services

Inspection of contractors work will be advanced under a separate contract or amendment to this scope.

4.0 PROJECT SCHEDULE

The following milestone schedule includes key dates on the award of a contract for, and performance of, the specified services. The Authority reserves the right to modify this schedule; whereupon, notice will be issued as an addendum to this RFQ.

4.1 Design Schedule:

The following schedule is anticipated:

Advertise/Release RFQ:	April 11, 2019
Return Date	April 30, 2019 at 11:00 A.M.
Evaluation of Qualifications:	May 2019
Schematic Design:	2 Months
Design Development	2 Months
100% Construction Documents	<u>2 Months</u>
Design Phase:	6 Months
Contract Award:	June 2019
Design Phase Complete:	December 2019
Bid Phase:	January 2020
Start of Construction:	March 2020
Construction Complete:	December 2020

The priority project shall follow its own track and be accelerated to meet the immediate needs for the FAA ATCT Operation.

Prior to the award of contract, the Authority shall establish with the Consultant a detailed work schedule for the performance of services.

5.0 CONSULTANT QUALIFICATIONS:

In response to this RFQ, respondents shall structure their response to the requirements as specified hereinafter. The Authority will consider these factors in the evaluation of each response. Incomplete Qualification Statements shall be rejected, and the Authority is under no obligation to request, nor obtain additional information than as presented in response to these requirements.

5.1 BUSINESS BACKGROUND:

5.1.1 The number of years your firm has been in business under its present business name.

5.1.2 Please answer the following:

5.1.2.1 Date of Incorporation or Organization

5.1.2.2 State of Incorporation or Organization

5.1.2.3 Names:

5.1.2.3.1 President/CEO

5.1.2.3.2 Vice President

5.1.2.3.3 Secretary or Clerk

5.1.2.3.4 Treasurer

5.1.3 Has your firm ever failed to complete any contract awarded to you? If so, state when, where, and why.

5.1.4 Has any officer or partner of your firm or the joint venture or members hereof, if applicable, ever been an officer or partner of another firm that failed to complete a contract? If so, state the circumstances.

5.1.5 Respondents shall submit three (3) most recent past year's financial statements with their response. Audited financial statements are not mandatory. If respondent's firm does, however, have audited statements, please include a copy with your response.

5.1.6 Attach any other information or conditions concerning your business background which you desire to present.

5.2 EXPERIENCE AND CAPABILITIES:

5.2.1 Recent experience on projects similar to the one being proposed. Identify previous client contacts with addresses and telephone numbers. Identify key personnel responsible for those projects.

5.2.1.1 List five similar completed projects with name, address, and telephone number of clients for reference.

5.2.2 Ability to complete recent projects on time and within budget. To be qualified for consideration the Consultant must have successful experience in the application of its proposed methods and systems at a commercial airport of the size and nature of, or larger than, the Albany International Airport.

- 5.2.3 Availability of qualified personnel and necessary equipment to provide the services within schedule. Discuss current work load and percentage of resources available to this project.
- 5.2.4 Provide the name of your project manager and key members of your proposed team in an organizational chart which complements your project approach statement. Provide resumes of the above personnel indicating their education, experience and certification/registration(s).
- 5.2.5 Provide your Affirmative Action Policy Statement and evidence of compliance with Equal Employment Opportunity and Disadvantaged Business Enterprise goals on recent projects undertaken.
 - 5.2.5.1 The percentage of work to be performed by MBE/WBE's.
- 5.2.6 Identification of knowledge of regulations and laws of New York State and County of Albany.
- 5.2.7 Certifications
 - 5.2.7.1 Certification of Professional Registration in the State of New York.
 - 5.2.7.2 Certification of required insurance as specified in the proposed Agreement.

5.3 SECURITY IDENTIFICATION DISPLAY AREA (SIDA) ACCESS POLICY FOR CONTRACTED CONSTRUCTION/MAINTENANCE ACTIVITY

- 5.3.1. Contractor Supervisory Personnel:
 - 5.3.1.1. Contractor supervisory personnel (lead/foreman) who routinely or by separate Contract, supervise construction/maintenance personnel on the airport will be fingerprinted, identified, trained and issued an airport identification card authorizing them unescorted access to the SIDA.
 - 5.3.1.2. The identification card will be retained by the Airport Security/Operations Department and issued to the holder when access is required. Employers shall be responsible for providing the Airport Security/Operations Department with the Five Year Employment Background Check as

required by the FAA.

- 5.3.1.3. These personnel will escort working parties within the SIDA and will remain with the working party(ies) at all times. If the carded supervisory person leaves the SIDA, all individuals being supervised by that supervisor must also leave the SIDA.

5.3.2. Other Contractor Personnel:

- 5.3.2.1. Contractors, through their supervisory personnel, will provide the Airport Security/Operations Department with a daily roster of personnel who will be working within the SIDA on that day or shift as the case may be. This roster shall contain each individuals name, job title and employer (if subcontractor).

- 5.3.2.2. The supervisor will provide a daily roster to the Airport Security/Operations Department prior to the commencement of work and will obtain a numbered color coded badges for each individual on that roster. The buttons must be displayed on an outer garment at all times while the individual is in the SIDA. Individuals shall also have a valid New York State Driver's License or other photo identification in their possession. This additional identification shall be used to positively identify each individual.

- 5.3.2.3. At the end of the shift all buttons will be returned to the Airport Security/Operations Department. Failure to return the buttons will delay future access to the SIDA by the Contractor.

- 5.3.2.4. This policy shall apply to ALL Contractors involved in both short and long term projects, whether locally or federally funded.

6.0 CONTRACTOR'S RESPONSE:

All responses meeting the intent of this Request for Qualifications will be considered for award. By offering substitutions, respondent shall state exceptions in the section pertaining to that area. Exceptions or substitutions, if accepted, must meet or exceed the stated intent of the RFQ. The absence of such a list shall indicate that the respondent has not taken exceptions and shall

obligate the respondent to perform in strict accordance with the RFQ and contract. The Authority reserves the right to accept any or none of the exception(s) or substitution(s) as deemed to be in the best interest of the Airport. The Contractor shall demonstrate that proposed exceptions or substitutions are equal to the specifications herein.

6.1 PROJECT APPROACH:

- 6.1.1** Demonstration of knowledge and understanding of the Scope of Services and the current environment in which services will be performed.
- 6.1.2** Based upon the specified scope of services, provide a work program to satisfy the requirements of the Authority. Explain the approach to be utilized in accomplishing the work required within the time frame permitted.
- 6.1.3** Identify and certify the availability of personnel, equipment, and other resources to perform the scope of services.
- 6.1.4** Identify any potential problem areas and proposed mitigation.
- 6.1.5.** State the level of priority this project will have within the firm from project commencement to completion.

6.2 CERTIFICATIONS:

In response to this RFQ, respondents shall certify in their submittals the following:

- 6.2.1** Incorporation or license to conduct business in the State of New York;
- 6.2.2** Understanding of and agreement with, the sufficiency of the specified scope of services to achieve the Authority's objectives;
- 6.2.3** Assurance to comply with the Airport's Rules and Regulations;
- 6.2.4** A list of certified MWBEs may be obtained from the MWBE Office at the Albany County Airport Authority by contacting the DBE Liaison Officer, Ellen Addington at eaddington@albanyairport.com; or (518) 242-2210.

Bidders are encouraged to make a good faith effort in working toward the attainment of the goals set by the Airport Authority.

- 6.2.5** Evidence of availability of, or the intent to procure, required insurance as specified, in the attached Contractual Agreement. Respondents shall complete

and submit the Insurance Requirement Affidavit, as attached.

7.0 EVALUATION PROCEDURE:

7.1 The Authority will designate an evaluation committee to review Qualifications Statement. This Committee will consist of personnel selected by the Airport Authority's Executive Office.

7.2 The Committee shall evaluate the Respondent's qualifications submitted for compliance with this RFQ.

7.3 The following criteria will be utilized in the evaluation of qualifications and the referenced weighted values will be utilized to rank respondents.

7.3.1 Pertinent Experience of Consultant (28 Points)

7.3.1.1 Recent Experience in Projects that are Similar in Nature to the Albany International Airport.

7.3.1.2 Capability to Perform Work

7.3.1.3 Demonstrated Experience in Specialized Areas of Design

7.3.1.4 Experience and Demonstrated Positive Response to Value-Engineering Studies

7.3.2 Proposed Design Team Organization (22 points)

7.3.2.1 Qualifications of Team Members, as having experience with Qualified Team Structure

7.3.2.2 Key Personnel's Professional Background, Leadership, and Expertise and relationship to the Project

7.3.2.3 Proposed Design Team Composition to Cost Effectively and Responsively Accomplish the Project

7.3.3 Project Approach (20 points)

7.3.3.1 Interest in Undertaking the Project

7.3.3.2 Understanding of the Project's Potential Problems and Unique Characteristics

7.3.3.3 Capability to Blend Aesthetic and Function while Accomplishing the Basic Requirements of Airport Facilities

7.3.4 Past Performance (15 points)

7.3.4.1 Reputation for Personal and Professional Integrity and Competence

7.3.4.2 Ability to Meet Schedules and Budgets

7.3.4.3 Quality of Projects Previously Undertaken by Respondent

7.3.5 Work Load (5 points)

7.3.5.1 Current and Projected Work Loads Allow for a Timely Response to the Project.

7.3.6 Disadvantage Business Enterprise Participation (DBE) (10 points)

7.3.6.1 Demonstration of Consultant's good faith efforts to achieve DBE goals and review of Consultant's utilization plan.

Total Points - 100

7.4 Where necessary, respondents may be required to interview with the appropriate Committee of the Authority.

7.5 Based upon the evaluation, the Airport Authority shall recommend award of contract to the Authority for approval.

8.0 AWARD OF CONTRACT

8.1 Award will be made to the most qualified respondent.

8.2 Upon authorization, the contract will be executed on behalf of the Authority by the Chairman.

8.3 Notwithstanding anything contained herein to the contrary, no default shall be deemed to occur in the event no funds or insufficient funds are appropriated, budgeted, or otherwise unavailable to the Authority for payment. The Authority will immediately notify the respondent of such occurrence, and the Agreement shall terminate on the last day of the fiscal period for which appropriations were

made, without penalty or expense to the Authority of any kind whatsoever, except as to those portions herein agreed upon for which funds shall have been appropriated and budgeted.

9.0 SUBMISSION OF QUALIFICATIONS

9.1 Proposals are to be emailed to bmatthews@albanyairport.com.

Subject on email should read:

“Design Services for the FAA Control Tower Contract #S-1013”

9.2 Deadline: 11:00 A.M., April 30, 2019

9.3 Each submittal should not exceed 20 pages including the cover letter. Do not include company brochures. This page limit does not include financial statements or other required documents. Emailed submittals should be in PDF format.

9.4 Late Responses: Qualification Statements received in the Airport Purchasing Office after the submission deadline will be considered void and unacceptable. The Airport Authority is not responsible for lateness of mail, carriers, or emails not being received due to technical difficulties. It is recommended that proposers request a receipt acknowledgement for all email submittals sent to the Airport Authority Purchasing Agent, Bobbi Matthews at bmatthews@albanyairport.com

9.5 A response may not be withdrawn or canceled by the respondent for a period of ninety (90) days following the date designated for the receipt of response and respondent so agrees to this condition upon submittal of their response.

9.6 Qualifications shall be received and acknowledged only so as to avoid disclosure of the contents to competing respondents and kept secret during the evaluation/negotiation process. However, all qualifications shall be open for public inspection after the contract is awarded. Trade secrets and confidential information contained in the response and so identified will be treated as confidential by the Authority to the extent allowable in the Freedom of Information Law.

All questions or comments regarding this request may be submitted in writing to:
Ms. Bobbi Matthews, Purchasing Agent, Albany County Airport Authority, Administration Building, Room 204, Albany, New York 12211-1057, by email: bmatthews@albanyairport.com, or facsimile (518) 242-2640.

SECTION III

SAMPLE PROFESSIONAL SERVICES AGREEMENT

BETWEEN THE

ALBANY COUNTY AIRPORT AUTHORITY
AND
XXXXXXXXXX

FOR THE
XXXXXXXXXXXXXXXXXXXX
AT THE ALBANY INTERNATIONAL AIRPORT

CONTRACT NO. XXXXXXXXX

THIS AGREEMENT is made and entered into effective the _____ day of XXXXXX , 201__, by and between the **ALBANY COUNTY AIRPORT AUTHORITY** (the "Authority"), a body corporate and politic constituting a public benefit corporation established and existing pursuant to the Albany County Airport Authority Act enacted by Chapter 686 of the laws of 1993 and set forth in Title 32 of the New York Public Authorities Law, having offices at the Administration Building, Room 200, Albany International Airport, Albany, NY, 12211 and XXXXXXXX, (the "Consultant"), a **New York Corporation** having its office and principal place of business at XXXXXXXX.

RECITALS

1. The County of Albany (the County) is the owner of the Albany International Airport (the Airport), located in the Town of Colonie, County of Albany, State of New York.
2. The County and the Authority have entered into an Airport Lease Agreement, effective as of May 16, 1996, for a term of forty (40) years, whereby the AUTHORITY has the exclusive right to operate, maintain and improve the Airport and do anything else permitted by law, subject only to the restrictions and conditions stated in such Airport Lease Agreement and in accordance with applicable law.
3. The Consultant has heretofore submitted a proposal, dated XXXXXXXX, for the project entitled XXXXXXXX.
4. The Authority has negotiated a scope of work with the Consultant as described herein.

5. This Agreement had been duly authorized by the Albany County Airport Authority by resolution adopted on XXXXXXXX.

NOW THEREFORE, in consideration of the mutual covenants contained herein, the parties hereto agree as follows:

ARTICLE I - SERVICES TO BE PERFORMED

The Consultant shall perform the services hereinafter set forth under Article II, entitled Scope of Work during the period from execution of this Agreement until completion of the work, as described in Article XIII, hereof.

ARTICLE II - SCOPE OF WORK

The Authority agrees to and hereby does retain and employ the service of the Consultant because of its ability and reputation, and the Consultant agrees to perform such service of said project being particularly described in the Scope of Work, attached as **SCHEDULE "A"** hereto, and made a part hereof.

ARTICLE III - FEES

In consideration of the terms and obligations of this Agreement, the Authority agrees to pay and the Consultant agrees to accept as full compensation for all services rendered under this Agreement those costs for work actually performed in accordance with the "Fee Schedule" attached as SCHEDULE "B" hereto, and made a part hereof.

Consultant's fees in the aggregate shall not exceed ____ .

Payment of fees shall be made upon proper completion of a Claim Form by the Consultant. The Claim Form is set forth at the end of Schedule "B", Fee Schedule. Payment by the Authority to the Consultant shall be due and payable within thirty (30) days of receipt of a complete, accurate and acceptable Claim Form by the Authority. The Authority shall retain five percent (5%) of each payment until 100% completion of the work by Consultant. Upon completion of 100% of the work by the Consultant, and acceptance of such work by the Authority, the Consultant shall be entitled to any amounts retained by the Authority hereunder.

ARTICLE IV - AVAILABLE DATA

All technical or other data relative to the work in the possession of the Authority or in possession of the Consultant shall be made available to either party without expense.

ARTICLE V - COOPERATION

The Consultant shall cooperate with representatives, agents and employees of the Authority and the Authority shall cooperate with the Consultant to the end that work may proceed expeditiously and economically.

ARTICLE VI - EXTRA WORK

If the Consultant is of the opinion that any work the Consultant has been directed to perform is beyond the scope of this Agreement and constitutes Extra Work, the Consultant shall promptly notify the Authority in writing of the fact. The Authority shall be the sole judge as to whether or not such work is in fact beyond the scope of this Agreement and whether or not it constitutes Extra Work. In the event that the Authority determines in writing that such work does constitute Extra Work, it shall provide extra compensation to the Consultant on a negotiated basis.

ARTICLE VII - ACCOUNTING RECORDS

Proper and full accounting records shall be maintained by the Consultant, which records shall clearly identify the costs of the work performed under this Agreement. Such records shall be subject to periodic and final audit by the Authority upon request. Such records shall be accessible to the Authority for a period of six (6) years following the date of final payment by the Authority to the Consultant for the performance of the work contemplated herein.

ARTICLE VIII - ASSIGNMENTS

The Consultant specifically agrees as required by Section 109 of the New York General Municipal Law that the Consultant is prohibited from assigning, transferring, conveying, sub-contracting, or otherwise disposing of this Agreement, or of Consultant's right, title or interest therein without the previous consent, in writing, of the Authority.

ARTICLE IX - OWNERSHIP OF MATERIALS

All rights, titles and ownership in and to all materials prepared under the provision of this Agreement shall be in the Authority including the right of republication.

ARTICLE X - INDEPENDENT CONTRACTOR

The Consultant, in accordance with its status as an independent contractor, covenants and agrees that it will conduct itself consistent with such status, that it will neither hold itself out as, nor claim to be an agent, employee, or otherwise of the Authority by reason hereof, and that it will not, by reason hereof, make for itself, its representatives, or employees, any claim, demand or application to or for any right or privilege applicable to an agent, employee, or otherwise of the Authority, including, but not limited to Workman's Compensation coverage, Unemployment Insurance benefits, Social Security coverage, or Retirement membership or credit.

ARTICLE XI - INDEMNIFICATION

The Consultant shall indemnify and save harmless the Authority, its employees and agents, including the County of Albany, the Federal Aviation Administration, the State of New York and AFCO AvPORTS Management, LLC, from and against all claims, damages, losses and expenses (including, without limitation, reasonable attorney's fees) arising out of, or in consequence of, any negligent act

or omission or intentional act of the Consultant, to the extent of their responsibility for such claims, damages, losses and expenses and to the fullest extent as possible by law.

ARTICLE XII - INSURANCE

The CONSULTANT shall procure and maintain at its own expense and without direct expense to the AUTHORITY until final acceptance by the AUTHORITY of the services covered by this Agreement, insurance policies of the kinds and the amounts hereafter provided, issued by insurance companies **licensed** by New York State and having an **A.M. Best rating of "A" or better**, covering all operations under this Agreement, whether performed by the CONSULTANT or by sub-contractors. Before commencing the work, the CONSULTANT shall furnish the AUTHORITY a certificate or certificates, in a form satisfactory to the AUTHORITY, showing that it has complied with these requirements, which certificate or certificates shall provide that the policies shall be automatically renewed and not be materially changed or canceled until thirty (30) days written notice has been mailed to the AUTHORITY. Certificates which contain a provision or reservation in the cancellation clause that the issuing company will endeavor to mail thirty (30) days notice to the certificate holder, but failure to mail such notice shall impose no obligation or liability of any kind upon the company, its agents or representatives, or similar conditional notice of cancellation provisions, will not be accepted by the AUTHORITY.

- (a) The kinds and amounts of insurance required are as follows: (CONSULTANT'S sub-contractors and subconsultants shall procure and maintain the same insurance as applicable.)

1. Workers Compensation and Employers Liability Insurance: A policy or policies providing protection for Employees of the CONSULTANT or subcontractor in the event of job-related injuries as required by law.

Coverage A:	Statutory		
Coverage B:	Bodily Injury by Accident	\$1,000,000	each accident
	Bodily Injury by Disease	\$1,000,000	policy limit
	Bodily Injury by Disease	\$1,000,000	each employee

2. Automobile Liability Policies including coverage for any owned automobile(s), hired automobile(s) and non-owned automobile(s), shall be furnished with limits of not less than:

Liability For Bodily Injury & Property Damage	
Combined Single Limit	\$5,000,000

3. General Liability Insurance: Commercial General Liability (Occurrence Form) including contractual, personal injury, premises/products and completed operations liability, explosion, collapse and underground and broad form property damage and shall cover all operations and shall be furnished with limits of not less than:

Liability For Bodily Injury & Property Damage	
Combined Single Limit	\$5,000,000

The general liability insurance required must include contractual liability insurance applicable to CONSULTANT'S obligations under this Agreement. Provide a list of all endorsed exclusions, if any. CONSULTANT shall maintain products/completed operations coverage for the duration of this Agreement and for a minimum of three years after completion of all services covered by this Agreement.

4. Professional Liability Insurance: CONSULTANT shall maintain a Professional Liability policy throughout the duration of this Agreement and agrees to maintain the policy for a minimum of three years after completion of all services covered by this Agreement.

Limit \$5,000,000 Each Claim

If the policy has an annual aggregate limit, CONSULTANT shall immediately notify the AUTHORITY of any and all claims which have or may be charged against such limit.

The above specified limits may be met through either primary or excess coverage policies, provided that any excess coverage is written on a following form basis and it is at least as broad as the underlying policies and that any deductible or retention amount does not exceed \$25,000 or 10% (in total), whichever is less, of the required liability limits. The AUTHORITY may accept policies with coverage, exclusions or liability limits different than those specified above when such policies, in the sole judgment of the AUTHORITY, will provide satisfactory protection to the AUTHORITY.

The policies specified above, except for Professional Liability, Workers Compensation and Disability Benefits, shall be endorsed to include the **ALBANY COUNTY AIRPORT AUTHORITY AND ITS AGENT, AFCA AvPORTS Management, LLC, THE COUNTY OF ALBANY, THE FEDERAL AVIATION ADMINISTRATION, and THE STATE OF NEW YORK**, and any other substituted or additional agents the AUTHORITY may hire, as additional insureds, as respects services performed by the CONSULTANT and all policies shall include a provision restricting the right of the insurer to cancel or materially change such coverage except upon thirty days' written notice to AUTHORITY. Certificates evidencing the coverage of the additional insureds a copy of the policy endorsement that adds the requested entities as Additional Insureds, or that section of the General Liability policy that provides for automatic coverage for Additional Insureds when it is required under the terms of a written contract shall be delivered to AUTHORITY prior to performing any services under this Agreement.

If the Project involves on-site construction-phase services by the CONSULTANT, construction contractors shall be required to provide (or AUTHORITY may provide) Owner's Protective Liability insurance naming the **ALBANY COUNTY AIRPORT AUTHORITY, AND ITS AGENT, AFCA AvPORTS Management, LLC, THE COUNTY OF ALBANY, THE FEDERAL AVIATION ADMINISTRATION, and THE STATE OF NEW YORK** and any other substituted and additional consultants the AUTHORITY may retain as named insureds and the CONSULTANT as an additional insured on the construction contractor's liability insurance policies covering claims for personal injuries and property damage.

- (b) The policy or policies covering the obligations of the CONSULTANT, set forth in subparagraph (a)(1) above, shall be in accordance with the provisions of any applicable Workers Compensation or Disability Benefits Law, including for the State of New York, Chapter 41, Laws of 1914, as amended, known as the Workers Compensation Law, and amendments thereto, and Chapter 600 of the Laws of 1949, as amended, known as the Disability Benefits Law. This Agreement shall be void and

of no effect unless the CONSULTANT procures such policy or policies and maintains the same in force during the term of this Agreement.

- (c) If AUTHORITY has any objection to the coverage afforded by or other provisions of the insurance required to be purchased and maintained by CONSULTANT in accordance with paragraph (a) on the basis of its not complying with this Agreement, the AUTHORITY will notify CONSULTANT in writing thereof within thirty (30) days of the date of delivery of such certificates to the AUTHORITY. CONSULTANT will provide such additional information in respect of insurance provided by CONSULTANT as the AUTHORITY may reasonably request. Failure of AUTHORITY to give any such notice of objection within the time provided shall constitute acceptance of such insurance as carried by the CONSULTANT as complying with this Agreement.

ARTICLE XIII - TERMINATION OF CONTRACT

The Parties agree that the service set forth under Article II - "Scope of Work" of this Agreement shall commence upon execution of the Agreement and will continue in effect until completed.

The Authority shall have the right at any time to terminate this Agreement without cause, provided that thirty (30) days written notice of such termination is given in advance by the party terminating the contract. In the event this Agreement is terminated, the Consultant shall be entitled to full compensation, as allowed for herein, for all work previously authorized and performed pursuant to this Agreement. This Agreement can be terminated on twenty four (24) hours written notice or termination for cause and compensation to Consultant will be on quantum meruit less any backcharges or damages sustained or to be sustained by the Authority.

Suspension or Termination of Performance

- (A) Authority may at any time, and for any reason, direct architect to stop architect's services under this agreement for a period of time. This direction must be in writing and must specify the period during which the services are to be stopped. Consultant shall resume services on the date specified in the direction, or on any other date owner subsequently specifies in writing. The period during which services are stopped is deemed to be added to the time fixed for performance. Stoppage of services under this Section shall not give rise to any claim against owner.

- (B) In the event that:

- (a) For any reason or through any cause, consultant fails to complete performance within the time fixed for performance under this agreement;
- (b) Grounds for cancellation of the agreement under this section arise;
- (c) Consultant otherwise defaults under this agreement;
- (d) Authority gives consultant written notice that in its opinion, the conduct of consultant is such that the interests of owner are likely to be impaired or prejudiced, stating the facts on which the opinion is based;

then authority may, on written notice to consultant, immediately terminate this agreement for cause.

- (C) Nothing in this Section is to be construed to relieve consultant from any liability and/or damages sustained by authority as a result of any breach by consultant of this agreement, and payment by authority to consultant of any monies pursuant to this section does not bar owner from any and all remedies it may otherwise have against consultant for any failure of consultant to perform its services in accordance with this agreement.
- (D) Authority is not required to pay consultant under this section until consultant has satisfactorily completed the services required to be performed to the agreed point of suspension of termination.
- (E) Payment by owner to consultant of any monies pursuant to this Section does not bar owner from any and all remedies it may otherwise have against consultant for any failure of consultant to perform its services in accordance with this agreement.
- (F) If this agreement is terminated for any reason, consultant, prior to any payment to consultant pursuant to this section, shall deliver to authority the complete set of all original drawings prepared to the date of termination. Authority is entitled to use the ideas and designs contained in this agreement for the completion of the project; in the event of termination of this agreement or upon completion of the project, authority may, at all times, retain the originals of all such drawings, originals of renderings, special art work, or models. All drawings, plans, specifications, rendering and models, etc. are the property of authority. They are not to be used by any person other than authority on other projects unless expressly authorized by owner. Consultant is not responsible for any work that has not been completed as of the date of termination under this agreement.

ARTICLE XIV - DELIVERY OF RECORDS

In the event of the termination of this Agreement, as provided in ARTICLE XIII, hereof, all data and records pertaining to the Agreement shall be delivered within twenty (20) days to the Authority or its duly authorized representative. In case of failure of the Consultant to make such delivery on demand, then and in that event, the Consultant shall be liable to the Authority for any damages it may sustain by reason thereof.

ARTICLE XV - DISSOLUTION

In the event of dissolution of the Consultant during the existence of this Agreement, the Consultant shall give thirty (30) days notice in writing to the Authority in advance of such dissolution.

ARTICLE XVI - LICENSES

The Consultant shall at all times obtain and maintain all licenses required by New York State to perform the services required under this Agreement.

ARTICLE XVII - NON-DISCRIMINATION REQUIREMENT

In accordance with Article 15 of the Executive Law (also known as the Human Rights Law) and all other State and Federal Statutory and constitutional non-discrimination provisions, the Consultant agrees that it shall not, by reason of race, creed, color, national origin, age, sex or disability: (a) discriminate in hiring against any person who is qualified and available to perform the work; or (b) discriminate against or intimidate any employee hired for the performance of work under this Agreement.

ARTICLE XVIII - NON-APPROPRIATIONS CLAUSE

Notwithstanding anything contained herein to the contrary, no default shall be deemed to occur in the event no funds or insufficient funds are appropriated and budgeted by or are otherwise unavailable to the Authority for payment, the Authority will immediately notify the Consultant of such occurrence and this Agreement shall terminate on the last day of the fiscal period for which appropriations were received without penalty or expense to the Authority of any kind whatsoever, except as to those portions herein agreed upon for which funds shall have been appropriated and budgeted.

ARTICLE XIX - APPLICABLE LAW

This Agreement shall be construed for all purposes under the laws of the State of New York. Any litigation pursuant to this Agreement shall be in the Supreme Court of the State of New York in the County of Albany.

ARTICLE XX – MANDATORY FEDERAL CONTRACT PROVISIONS

Federal laws and regulations prescribe that certain provisions be included in certain contracts. The provisions set forth in Appendix B are attached hereto and made a part hereof.

ARTICLE XX - NOTICE

All notices and documents required to be given or made by the Consultant pursuant to this Agreement shall be given or made to:

Albany County Airport Authority
Chief Executive Officer
Albany International Airport
Administration Bldg. Room 200
Albany, NY 12211

All notices and documents to be given or made by the Authority pursuant to this Agreement shall be given or made to:XXXXXXXX

ARTICLE XXI - INVALID PROVISIONS

It is further expressly understood and agreed by and between the parties hereto that in the event any covenant, condition or provision herein contained is held to be invalid by any court or competent jurisdiction, the invalidity of such covenant, condition or provision shall in no way affect any other covenant, condition or provision herein contained; provided, however, that the invalidity

of any such covenant, condition or provision does not materially prejudice either Authority or Consultant in their respective rights and obligations contained in the valid covenants, conditions or provisions in this Agreement.

IN WITNESS WHEREOF, this Agreement has been executed by the Authority, acting by and through the Chairman of the Authority, and the Consultant, by and through a duly authorized officer has executed this Agreement effective the day and year first above written.

ALBANY COUNTY AIRPORT AUTHORITY

BY: _____
Chairman

XXXXXXXXXXXX

BY: _____

XXXXXXXXXXXXXXXXXXXX

STATE OF NEW YORK)

) ss.:

COUNTY OF ALBANY)

On the _____ day of _____, 20____, before me personally appeared DAVID E. LANGDON, to me known, to be the person who executed the above instrument, who, being duly sworn, did depose and say that he resides in the County of Albany, that he is the Chairman of the Albany County Airport Authority, the public benefit corporation described in, and which executed the foregoing instrument in the name of the Albany County Airport Authority pursuant to a resolution adopted by the Albany County Airport Authority on ; and that he signed his name thereto by like authorization.

—

Notary Public



STATE OF ALBANY)

) ss.:

COUNTY OF ALBANY)

On this _____ day of _____, 20____, before me personally came _____, to me known, who, being duly sworn, did depose and say that he resides in _____ County, that he is a _____ of _____, the partnership described in, and which executed the within instrument.

Notary Public

STATE OF)

) ss.:

COUNTY OF)

On this _____ day of _____, 20____, before me personally came _____, to me known, who being by me duly sworn, did depose and say that he/she resides in _____ County, that he/she is the _____ of _____, the corporation described in, and which executed the within instrument; that he/she knows the seal of said corporation; that the seal affixed to said instrument is such corporate seal; that it was affixed by order to the Board of Directors of said corporation; and that he/she signed his/her name thereto by like order.

Notary Public

SCHEDULE "A"

SCOPE OF WORK

SAMPLE SERVICE AGREEMENT

SCHEDULE "B"

FEE SCHEDULE
(with Claim Form, attached)

SAMPLE SERVICE AGREEMENT

SCHEDULE "C"

INSURANCE CERTIFICATE(S)

SAMPLE SERVICE AGREEMENT

SECTION IV: SCHEDULE “A” CONSULTANT’S RESPONSE

OFFERERER/BIDDER/PROPOSER’S AFFIRMATION OF UNDERSTANDING OF AND AGREEMENT PURSUANT TO STATE FINANCE LAW §139-j(3) and §139-j(6)(b)

Contract No.: S-969

Contract Name: Construction Management

Pursuant to State Finance Law §§139-j and 139-k (attached), this Solicitation/Invitation for Bid/Request for Proposal includes and imposes certain restrictions on communications between the Authority and an offerer/bidder during the procurement process. An offerer/bidder/proposer is restricted from making contacts from the earliest notice of intent to solicit offers through final award and approval of the contract by the Authority (“restricted period”) to other than designated staff unless it is a contact that is included among certain statutory exceptions set forth in State Finance Law §139-j(3)(a). Designated staff, as of the date hereof, is identified in the Solicitation/Invitation for Bid/Request for Proposal for the contract referenced above. Authority employees are also required to obtain certain information when contacted during the restricted period and make a determination of the responsibility of the offerer/bidder/proposer pursuant to these two statutes. Certain findings of non-responsibility can result in rejection for contract award and in the event of two findings within a 4 year period, the offerer/bidder/proposer is debarred from obtaining governmental procurement contracts. Further information about these requirements can be found by examining the New York State Procurement Lobbying Law.

Offerer affirms that it understands and agrees to comply with the procedures of the Authority relative to permissible Contacts as required by State Finance Law §139-j (3) and §139-j (6) (b).

Signature: _____ Date: _____

Name: _____

Title: _____

Contractor Name: _____

Contractor Address: _____

QUALIFICATION ACKNOWLEDGMENT FORM

The proposers acknowledge that he/she has carefully examined the RFQ, the attached Agreement draft and the proposed location/s for his proposed operation/s.

The proposer warrants that if qualifications are accepted, he will contract with the Albany County Albany Authority the form of an Agreement substantially in the form attached and comply with the requirements of the RFQ and the executed Agreement. Proposer agrees to deliver an executed Agreement to the Albany County Airport Authority within fourteen (14) calendar days of receiving the tendered Agreement from the Authority.

I, the undersigned, guarantee our qualifications meet or exceed specifications contained in the RFQ document. Any exceptions are described in detail and all requested information has been submitted as requested.

I affirm that I have read and understand all the provisions and conditions as set forth in this RFQ. Our firm will comply with all provisions and conditions as specified, unless specifically noted as an exception with our Qualifications.

I also affirm that I am duly authorized to execute the Agreement contemplated herein; that this company, corporation, firm, partnership, or individual has not prepared these Qualifications in collusion with any other proposer.

Name of Proposer: _____

Signature of Authorized Person: _____

Title: _____

Business Address of Proposer: _____

Business Phone Number: _____

Date: _____

Subscribed and sworn to before me this _____ day of _____, 200__.

NON-COLLUSION AFFIDAVIT

Authorized officer: Proposer's qualifications containing statements, letters, etc., shall be signed in the qualifications by a duly authorized officer of the company whose signature is binding on the qualifications.

The undersigned offers and agrees to furnish all of the items/services upon which qualifications are stated in the accompanying proposal. The period of acceptance of this proposal will be _____ calendar days from the date of the acknowledgment. (Period of acceptance will be ninety (90) calendar days unless otherwise indicated by proponent).

STATE OF _____ COUNTY OF _____

BEFORE ME, the undersigned authority, a Notary Public in and for the State of _____ on this day personally appeared _____ who after being by me duly sworn did depose and say: I, _____ am a duly authorized officer of/agent for and have been duly authorized to execute the foregoing on behalf of the said _____
_____.

I hereby certify that the foregoing offer has not been prepared in collusion with any other proponent or other person or persons engaged in the same line of business prior to the official opening of this proposal. Further, I certify that the proponent is not now, nor has been for the past six (6) months, directly or indirectly concerned in any pool or agreement or combination, to control the type of services/commodities offered, or to influence any person or persons to offer or not to offer thereon.

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

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

Name and Address of Proponent: _____

Telephone and Fax Numbers: _____

By: _____ Name & Title _____

Signature

SUBSCRIBED AND SWORN to before me by the above-named on this day of
20__ .

Notary Public in and for the State of New York

INSURANCE REQUIREMENT AFFIDAVIT

To be completed by appropriate insurance agent:

I, the undersigned agent, certify that the insurance requirements contained in this qualifications document have been reviewed by me with the below identified offerer. If the below identified offerer is awarded this contract by Albany County Airport Authority, I will be able, within ten (10) days after offerer is notified of such award, to furnish a valid insurance certificate to the Airport meeting all of the requirements contained in this contract.

Agent: _____
Signature Agent

Name of Insurance Carriers: _____

Address of Agency: _____

Phone Number Where
Agent May Be Contacted: _____

Offerer's Name (Print or Type) _____

SUBSCRIBED AND SWORN to before me by the above named on this
day of _____, 200 .

Notary Public in and for
State of New York

CORPORATION STATEMENT

IF A CORPORATION, answer the following:

1. When incorporated?

2. Where incorporated?

3. Is the corporation authorized to do business in New York?

_____ Yes _____ No

If New York is not state of incorporation:

- A. Address of the registered office in New York:

- B. Name of registered agent in New York at such office:

- C. Attach Certificate of Authority to transact business in New York.

4. The Corporation is held: _____ Publicly _____ Privately

5. Furnish the name, title, and address of each officer, director, and shareholders of the corporation's issued stock:

Officer's Name	Address	Position	%
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Director's Name	Address	Principal Business Affiliation Other Than Proposer's Directorship
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Principal Shareholders	Address	Percentage Ownership
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PARTNERSHIP STATEMENT

IF A PARTNERSHIP, answer the following:

- 1. Date of Organization? _____
- 2. General Partnership _____ Limited Partnership _____
- 3. Partnership Agreement Recorded? _____ Yes _____ No
Date: _____

Book: _____

Page: _____

County: _____

- 4. Has the Partnership done business in New York?
Yes _____ No _____ When? _____
- 5. Name, address, and partnership share of each general or limited partner:

Name	Address	Percent Of Share Partner	General Limited
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____
4.	_____	_____	_____

ALL PROPOSALS - FINANCIAL INFORMATION

A. Financial Statements

Proponents shall attached a Balance Sheet and Income Statement prepared in accordance with Generally Accepted Accounting Principles (GAAP) for the most current year-to-date period, together with a copy of the Proponent’s most recent fiscal year Financial Statements, audited by a Certified Public Accountant or firm of Certified Public Accountants, including the auditor’s opinion thereon.

B. Surety Information

1. Have you, or any entity you have had an ownership interest in, ever had a bond or surety canceled or forfeited? Yes () No ()

2. If Yes, state the name of the bonding company, date, amount of the bond and the reason for such cancellation or forfeiture

C. Bankruptcy Information

1. Have you, or any entity you have had an ownership interest in, ever filed a petition for bankruptcy, or been declared bankrupt? Yes () No ()

2. If Yes, state the name of the entity, date, amount of the filed or declared bankruptcy

D. County of Albany and any Affiliated Entity

1. Have you ever entered into an agreement with the County of Albany or any affiliated entity? Yes () No ()

2. If Yes, identify the agreement(s), its purpose, and its term.

3. Have you ever been sent a default notice concerning any such agreement(s)? Yes () No () If Yes, please explain

WORK FORCE COMPOSITION

Name of Firm

Phone Number

Address

City

State

Zip Code

Name & Title of Authorized Executive

Full Time Employees	Total # of Employees	White	American Indian	Black	Hispanic	Other (*)
		M/F	M/F	M/F	M/F	M/F
	Male / Female					
Admin & Manager						
Professional						
Technical						
Sales Workers						
Office Workers						
Semiskilled Workers						
Unskilled Workers						
Apprentices						
Seasonal						
Temporary						
Part Time						
TOTAL						

***Use Additional Sheets To Identify The Ethnicity Of Employees Identified In This Category.**

Remarks: _____

CONSULTANT' CERTIFICATION

The above information is true and complete to the best of my knowledge and belief. I further understand and agree that if awarded the contract, this certification shall be attached thereto and become a part thereof.

Name & Title of Signer: _____

Signature: _____ Date: _____

WORK FORCE COMPOSITION

Sage Engineering Associates, LLP

(518) 453-6091

Name of Firm		Phone Number	
1211 Western Avenue	Albany	NY	12203
Address	City	State	Zip Code
John S. Edwards, Principal			

Name & Title of Authorized Executive

Full Time Employees	Total # of Employees	White	American Indian	Black	Hispanic	Other (*)
	Male / Female	M/F	M/F	M/F	M/F	M/F
Admin & Manager	4/0	4/0				
Professional	14/0	13/0		1/0		
Technical	5/3	5/0				
Sales Workers						
Office Workers	1/3	1/2			0/1	
Semiskilled Workers						
Unskilled Workers						
Apprentices						
Seasonal Temporary						
Part Time						
TOTAL	24/3	23/2		1/0	0/1	

***Use Additional Sheets To Identify The Ethnicity Of Employees Identified In This Category.**

Remarks: _____

CONSULTANT' CERTIFICATION

The above information is true and complete to the best of my knowledge and belief. I further understand and agree that if awarded the contract, this certification shall be attached thereto and become a part thereof.

Name & Title of Signer: John S. Edwards, Principal

Signature:  Date: April 30, 2019

ALBANY COUNTY AIRPORT AUTHORITY

A D D E N D U M Number 1

DATE: April 29, 2019

CONTRACT # S-1013
**Design Services For Renovations of the Federal Aviation
Administration Air Traffic Control Tower**

The following addendum shall be added to the original bid documents.

****GENERAL LIABILITY INSURANCE REQUIREMENT CHANGE***

The General liability insurance limits required by the selected consultant for this project are:

General Commercial Liability:

General Aggregate:	\$4,000,000
Each Occurrence:	\$2,000,000

Professional Liability:

Aggregate:	\$2,000,000
Each Occurrence:	\$2,000,000

End of Addendum Number 1

AGENDA ITEM NO. 11

Authorization of Change Orders

**AGENDA ITEM NO. 11.1
HAND-OUT**

**Construction/Demolition: Contract No. 989-DEM:
Demolition of Building #113 at 7 Jetway Drive (former
sand storage building) Change Order #3-FINAL**

AGENDA ITEM NO: 11.1
HAND-OUT
MEETING DATE: May 6, 2019

ALBANY COUNTY AIRPORT AUTHORITY
REQUEST FOR AUTHORIZATION

ACAA Approved
Negotiations
05/06/2019

DEPARTMENT: *Planning and Engineering*

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

PURPOSE OF REQUEST:

Construction/Demolition: *Contract No. 989-DEM: Demolition of Building #113 at 7 Jetway Drive (former sand storage building) Change Order #3-FINAL*

CONTRACT AMOUNT:

Base Contract: *\$255,700.00*
\$ 23,474.91 Change Order #1
\$ 6,018.20 Change Order #2
\$ 54,192.65 Change Order #3-Final- Pending Authorization

\$339,385.76 Total

BUDGET INFORMATION:

Anticipated in Capital Plan: Yes ✓ No NA
Funding Account No: CPN 2261

FISCAL IMPACT - FUNDING (Dollars or Percentages)

Federal 0% State 55% +/- Airport 45% +/-
Term of Funding: 2018-2020
Grant No. NA; NYS DOT PIN – 1A00.97
* May be reimbursed from available bond proceeds.

JUSTIFICATION:

Authorization is requested for Change Order #3 in the amount of \$54,192.65 resulting in a final total contract amount of \$339,385.76 for Contract 989-DEM for demolition of Airport Building #113 at 7 Jetway Drive to NASDI, LLC of Woburn, MA. The project was completed on November 30, 2018. NASDI, LLC requested a change order to cover the cost of added contract scope related to additional hazardous demolition materials. Three subcontractors also filed liens for nonpayment by NASDI, LLC. The Project Engineer has approved each change order. NASCI, LLC has further agreed to the issuance of Joint Checks by the Authority issued and made payable to the Contractor and each Subcontractors to satisfy the subcontractor liens.

AGENDA ITEM NO: 11.1
HAND-OUT
MEETING DATE: May 6, 2019

CHIEF EXECUTIVE OFFICER'S RECOMMENDATION:

Recommend approval.

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

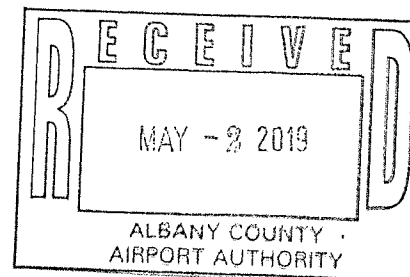
PROCUREMENT DEPARTMENT APPROVAL:

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

BACK-UP MATERIAL:

Please refer to the attached Contract 989-DEM correspondence, AIA G714 Change Order 3-Final signed by Engineer in Charge Michael Hollowood, P.E. of CHA.. and Vendor Payment Record.

AIA[®] Document G714[™] – 2017



Construction Change Directive

PROJECT: <i>(name and address)</i> Sand Storage Building Demolition Albany International Airport 7 Jetway Drive, Albany, NY	CONTRACT INFORMATION: Contract For: General Construction Date: 09/28/18	CCD INFORMATION: Directive Number: 003 Rev 5 FINAL Date: 05/02/19
OWNER: <i>(name and address)</i> Albany County Airport Authority 737 Albany Shaker Rd, Albany, NY 12211	ARCHITECT: <i>(name and address)</i> CHA Consulting, Inc. 3 Winners Circle, Albany, NY 12205	CONTRACTOR: <i>(name and address)</i> NASDI, LLC 39 Olympia Ave, Woburn, MA 01801

The Contractor is hereby directed to make the following change(s) in this Contract:
(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits.)

Removal and Disposal of an additional 3,278.48sf of 12" CMU block wall as RACM waste.

PROPOSED ADJUSTMENTS

- The proposed basis of adjustment to the Contract Sum or Guaranteed Maximum Price is:
 - Lump Sum increase of \$54,192.65
 - Unit Price of \$ _____ per
 - Cost, as defined below, plus the following fee:
(Insert a definition of, or method for determining, cost)
 - As follows:

- The Contract Time is proposed to not be adjusted. The proposed adjustment, if any, is 0 days.

NOTE: The Owner, Architect and Contractor should execute a Change Order to supersede this Construction Change Directive to the extent they agree upon adjustments to the Contract Sum, Contract Time, or Guaranteed Maximum price for the change(s) described herein.

When signed by the Owner and Architect and received by the Contractor, this document becomes effective IMMEDIATELY as a Construction Change Directive (CCD), and the Contractor shall proceed with the change(s) described above.

Contractor signature indicates agreement with the proposed adjustments in Contract Sum and Contract Time set forth in this CCD.

CHA Consulting, Inc.

ARCHITECT *(Firm name)*

SIGNATURE

Michael Hollowood, PE
 Sr. Vice President

PRINTED NAME AND TITLE

05/02/19

DATE

Albany County Airport Authority

OWNER *(Firm name)*

SIGNATURE

John A. O'Donnell, PE
 Chief Executive Officer

PRINTED NAME AND TITLE

05/02/19

DATE

NASDI, LLC

CONTRACTOR *(Firm name)*

SIGNATURE

John Cibien
 Senior Project Manager

PRINTED NAME AND TITLE

05/02/19

DATE

AIRPORT CONSULTANT/CONTRACTORS:

NASDI, LLC

ACCOUNT:

2263

Board Approval 9/17/2018

Notice Of Award

Notice to Proceed

Completion Date 12/31/2018

Entered in Contract System Yes

ID #: **NAS20**
 PROJECT: 989-DEM - Demolition of Building #113 at Jetway Dr (former sand storage bldg)

FAA #:
 NYSPIN #: 50.7% 1A00.97 SG
 Airport: 45%+-

NYS DOT
 Concurrence

Contract
 Amount

ACAA
 Approved

Signed
 Agreement

5% combined

Liens

CO#1 \$ 255,700.00
 \$ 23,474.91 11-Dec-18
 CO#2 \$ 6,018.20 11-Dec-18

TOTAL CONT \$ 285,193.11

DATE	INVOICE #	GROSS BILLED	Adjusted	INVOICE AMOUNT	Retained	AMOUNT PAYABLE	AMT PAID	CK DATE	CHECK #	COMMENTS
06-Nov-18	1	\$ 140,630.25		\$ 140,630.25	\$ 7,031.51	\$ 133,598.74	\$ 133,598.74	9-Nov-18	9563	
07-Dec-18	2	\$ 108,969.75		\$ 108,969.75	\$ 5,448.49	\$ 103,521.26	\$ 103,521.26	14-Dec-18	9584	
8-Jan-19	3			\$ -	\$ -	\$ -				

\$ 249,600.00 \$ - \$ 249,600.00 \$ 12,480.00 \$ 237,120.00 \$ 237,120.00

OUTSTANDING	\$ -	NASDI JOINT CHECK PROPOSAL	
REMAINING CONTRACT \$	\$ 48,073.11	Check to Action Waste	\$ 67,760.85
% CONTRACT BILLED	83%	Check To Eckert Mechanical	11,875.00
% CONTRACT PAID	83%	Check to SM Gallivan	22,629.91
		Total Suggest	<u>\$ 102,265.76</u>
		New Cocntract Total	\$ 339,385.76
		Prior Contract Total 4/30/2019	285,193.11
		Change order 3	<u>\$ 54,192.65</u>
		Paid thru 4/30/2019	\$ 237,120.00
		Joint Checks to issue	102,265.76
		Total	<u>\$ 339,385.76</u>

From: Torp,Mark R. <Mark.Torp@cnsurety.com>
Sent: Thursday, May 02, 2019 11:04 AM
To: 'John Cibien'; Peter Stuto; Steve Iachetta; Hollowood, Mike; Watson, Seth
Cc: John A. O'Donnell; Bill O'Reilly; John LaClair; 'ROB WAGNER (RWAGNER@TCCO.COM)'; Sawyer, Mike; 'Cheryl Marinucci (cmarinucci@risk-strategies.com)'; Jeffery Teagarden
Subject: RE: ALB Airport 989-DEM sand storage demo Closeout Request Final CO #3 requested

All,

Western Surety Company has no objection to Mr. Cibien's proposal and supports the issuance of joint checks.

Sincerely,

Mark Torp
Authorized Representative for Western Surety Company

From: John Cibien [mailto:jcibien@nasdidemo.com]
Sent: Wednesday, May 01, 2019 3:25 PM
To: Peter Stuto; Steve Iachetta; Hollowood, Mike; Watson, Seth
Cc: John A. O'Donnell; Bill O'Reilly; John LaClair; 'ROB WAGNER (RWAGNER@TCCO.COM)'; Sawyer, Mike; Torp,Mark R.; 'Cheryl Marinucci (cmarinucci@risk-strategies.com)'; Jeffery Teagarden
Subject: RE: ALB Airport 989-DEM sand storage demo Closeout Request Final CO #3 requested

Good afternoon Peter

I have spoken with the company principles and while we strongly feel we have been treated unfairly and also dispute the subcontractor invoicing amounts, we will offer the following resolution while maintaining and reserving our contractual rights and the following is made for settlement purposes only and in good faith:

- Authority issue a joint check directly to Action Waste in the amount of \$67,760.85
- Authority issue a joint check directly to Eckert Mechanical in the amount of \$11,875.00
- Authority issue a joint check directly to SM Gallivan in the amount of \$22,629.91

In closing, the above payments would constitute full and final payment to NASDI LLC as follows:

- Application for payment #3 open balance amount of \$40,943.31
- Application for payment #3 open retainage balance amount of \$7,129.80
- Change order #3 rev. 5 in the revised amount of \$54,192.65

Thank you

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