



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](http://www.albanyairport.com)

## ALBANY COUNTY AIRPORT AUTHORITY

### REGULAR MEETING

#### AGENDA

December 9, 2019

#### General:

1. **Chairman's Remarks**
2. **Approval of Minutes**  
  
**Special Meeting – October 7, 2019**  
**Regular Meeting – November 4, 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**
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 **Lease Amendment: Addendum No. 6: Lease and Operating Agreement No. L-635: 72 Sicker Road, ACAA Bldg. No. 213 with Lansing Flight Support, Inc.**
  - 10.2 **Amendment #1 to Contract No. S-969 Construction Management Services with Turner Construction Company**

- 10.3 **Authorization to make purchases using State of New York Contracts: Road Salt (Group # 01800) Gasoline & E-85 (Group # 05600)**
- 10.4 **Authorization to contract with Adirondack Cabling for a Telecom Technician**
- 10.5 **Approve Operating Permit with H&H Aircraft Services, Inc. to provide Overnight Aircraft Cleaning for Piedmont Airlines (PA), a subsidiary of American Airlines Group**
- 11. **Authorization of Change Orders**
  - 11.1 **Change Order #5: Authorization to award Change Order #5 to Contract # 989-SF New Parking Garage Site and Foundations to LeChase Construction Services, LLC.**
  - 11.2 **Change Order #2: Authorization to award Change Order #2 to Contract # 989-GCR New Parking Garage General Construction to LeChase Construction Services, LLC.**
- 12. **Authorization of Federal and State Grants**
  - None
- 13. **Informational Only**
  - 13.1 **Host Site Agreement**
- 14. **Adoption of the \$55,292,363 Operating Budget for 2020 and authorization to transfer \$163,719 from the Authority to the Albany County Airport Authority OPEB Trust.**
- 15. **Intentionally left blank.**
- 16. **Review and approval of the Authority's PROCUREMENT CONTRACT GUIDELINES, OPERATIVE POLICY, PETTY CASH ACCOUNTS AND INSTRUCTIONS (Procurement Guidelines) adopted December 14, 2015 and last reviewed December 10, 2018.**

**Old Business:**

**New Business:**

**Executive Session:**

**ES-1 – Employment History of a Particular Individual**

**ES-2 – Employment History of a Particular Individual**

**Attorney-Client Privilege Matters:**



# **AGENDA ITEM NO. 1**

## **Chairman's Remarks**

## **AGENDA ITEM NO. 2**

### **Approval of Minutes**



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**

**October 7, 2019**

Pursuant to notice duly given and posted, the regular meeting of the Albany County Airport Authority was called to order on Monday, October 7, 2019 @ 11:30 a.m. in the 3<sup>rd</sup> 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  
 Tony Gorman  
 Lyon M. Greenberg, M.D.  
 Steven H. Heider  
 Kevin R. Hicks  
 Samuel A. Fresina

**MEMBERS ABSENT**

**STAFF**

John A. O'Donnell  
 Michael F. Zonsius  
 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  
 Sari O'Connor, Pending New Board Member  
 Ray Casey, Airport Consultant  
 Dave Cook, Airport Fire Chief  
 Dennis Feeney, Majority Leader  
 Michael DeSocio, Business Review  
 Robert N. Pattison, Executive Director, Morgan Stanley  
 Ayanna Louis-Charles, Vice-President, Morgan Stanley  
 Michael T. Logan, Hodgson Russ, LLP  
 A. Joseph Scott, III, Hodgson Russ, LLP

**1. CHAIRMAN’S REMARKS**

**Father Doyle made a motion 1.1 Election of Officers. The motion was adopted unanimously.**

**2. MINUTES**

Mr. Heider moved to approve the minutes of the September 16, 2019. 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 October 2019.

**4. INTERESTING CORRESPONDENCE**

**MANAGEMENT REPORTS:**

**5. Chief Financial Officer**

**Michael F. Zonsius, 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 October 2019.

**7. Counsel**

**8. Concessions/Ambassador Program**

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

**9. Public Affairs**

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

**Action Items:**

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

**10.1 Construction Contract: Authorization to Award Emergency Construction Contract 990-GC Sitework for Revenue Island Extensions for PARCS to HMA Contracting Corp. (Correction)**

Mr. LaClair corrected the funding percentages from the September 16, 2019 Special Meeting for Emergency Construction Contract 990-GC Sitework for Revenue Island Extensions for PARCS to HMA Contracting Corp. He advised the correct funding source percentages are 87.2% - State and 12.8% Airport.

The corrections were noted.

**10.2 Construction Contract: Authorization to Award Contract 1013-M: Air Traffic Control Tower HVAC Improvements**

Mr. Iachetta recommended authorization to award Contract No. 1013-M: Air Traffic Control Tower HVAC Improvements to qualified low-bidder Eckert Mechanical, LLC in the amount of \$248,367 to be funded from CPN No. 2276 and this contract is 100% airport funded.

Mr. Iachetta advised the scope includes but is not limited to removal and replacement of two TRACON Computer Room air conditioning units and also two ductless split air-conditioning units at 128 Sicker Road East. Also, low-bidder, BPI, formally requested withdrawal due to math errors in their bid. Eckert Mechanical LLC has demonstrated compliance with State Apprenticeship requirements.

Dr. Greenberg moved to authorize award of Contract No. 1013-M to Eckert Mechanical, LLC in the amount of \$248,367 for Air Traffic Control Tower HVAC Improvements. The motion was adopted unanimously.

**10.3 Construction Contract: Authorization to Award Contract 1013-SW Air Traffic Control Tower Parking Lot Re-Paving and Sitework Improvements**

Mr. Iachetta recommended authorization to award Contract 1013-SW for Air Traffic Control Tower Parking Lot Re-Paving and Sitework Improvements to low-bidder James H. Maloy, Inc. in the amount of \$333,000 as recommended by Project Engineer, David Layton, P.E. The scope includes but is not limited to asphalt parking lot re-paving, parking space marking, replacement of all concrete sidewalks and landscaping for the facilities leased by the Federal Aviation Administration at 128 Sicker Road East. The Contractor has demonstrated compliance with State Apprenticeship requirements. Award is contingent on New York State M/WBE Program compliance. The funding source is CPN 2276 and this project is 100% airport funded.

Mr. Hicks moved to authorize Contract No. 1013-SW with James H. Maloy, Inc. in the amount of \$333,000 contingent upon compliance with M/WBE requirements. The motion was adopted unanimously.

**10.4 Construction Contract: Authorization to Award Contract 1013-E Air Traffic Control Tower Electric Improvements**

Mr. Iachetta recommended authorization to award Contract 1013-E for Air Traffic Control Tower Electric Improvements to low-bidder, Stilsing Electric, Inc., in the amount of \$32,280 as recommended by Project Engineer, David

Layton, P.E.

The scope includes wiring to support the replacement of two TRACON computer room air conditioning units and installation of ductless split air conditioning units for the facilities leased by the Federal Aviation Administration at 128 Sicker Road East. The Contractor has demonstrated compliance with State Apprenticeship requirements. Stilsing Electric, Inc is a State certified WBE.

Dr. Greenberg moved to authorize Contract No. 1013-E with Stilsing Electric, Inc. in the amount of \$32,280. The motion was adopted unanimously.

**10.5 Lease Renewal: One Year Extension Lease No. L-858: 22 Jetway Drive – Office Space (5,384± sf) with Champlain Enterprises, d/b/a CommutAir**

Mr. Stuto recommended authorization to extend for one year, until October 31, 2020, Lease Agreement with Champlain Enterprises d/b/a CommutAir. CommutAir is an affiliate airline operating at this Airport and providing service as United Express for United Airlines. CommutAir has the office space at 22 Jetway Drive (5,384± sf) since November 2014 for a five-year term. The lease for the one-year extension will be \$3,641.28 per month (\$43,695.36 per year) plus a utility charge subject to a three (3%) annual adjustment. The lease may be terminated if the Airport Authority finds alternative premises for CommutAir.

Mr. Heider moved to authorize said extension. The motion was adopted unanimously.

**10.6 Professional Service Contract Amendment: Amendment No. 2 to Professional Services Contract 999-I: Construction Inspection for the New Parking Garage and Terminal Amenities with Creighton Manning, LLP**

Mr. LaClair recommended authorization of the Amendment No. 2 in the amount of \$400,000 Professional Service Contract to include onsite construction inspection of both the construction of the new Parking Garage and the Terminal Amenities including daily reports, SWPPPS inspections, material testing, progress photos, FAA Project Duration reports and Special Inspections per FAA, NYSDOT, NYS Building Codes and Albany County Building Codes. This amendment puts the Construction Inspection cost at 2.6% of the total construction project cost.

The cost to date was the result of the inspectors monitoring the deep pile installation whereby the contractor supplied two rigs to hammer the piles into the ground as the work advanced. In addition, the grade beams and column caps were advanced six days per week which required inspection staff to be on site. Lastly, the Terminal Amenities projects require multiple shifts and weekend work to maintain our aggressive schedules.

Mr. Hicks moved to authorize Amendment No. 2 to Professional Service Contract 999-I in the amount of \$400,000. The motion was adopted unanimously.

**10.7 SELECTION/NEGOTIATIONS: Professional Services: Authorization to Negotiate Contract S-904 with Greenman-Pedersen, Inc. (GPI) for Snow Removal Equipment Building Improvements at 130 Sicker Road Design and Construction Administration**

Mr. Iachetta recommended authorization to proceed with negotiations for professional engineering service Contract S-904 with Greenman-Pedersen, Inc. (GPI) of Albany as recommended by the ACAA Selection Committee among six qualified Request for Qualification responses received on September 26, 2019. The RFQ was widely advertised and each competitive engineering team proposal was deemed qualified; Greenman-Pedersen, Inc. had a higher point 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 Snow removal Equipment Storage Building Improvements. Award will be contingent on satisfaction of Federal DBE program compliance.

Mr. Hicks moved to authorize said contract selection/negotiations. The motion was adopted unanimously.

**10.8 Construction Contract: Contract No. SC-1028; Plumbing Services with BPI Piping, Inc. and Eckert Mechanical**

Mr. O'Donnell recommended authorization to award Contract SC-1028 for Plumbing Services to BPI Piping, Inc. and Eckert Mechanical in the amount of \$75,000 (estimated total contract cost – there is no fixed total contract amount). He advised the Airport relies upon the services of an independent contractor to provide plumbing and drain repairs and maintenance as directed by the Airport building and maintenance department on an as needed basis. The RFP stated two (2) contractors would be awarded this contract to avoid project delays if one contractor is not readily available. Requested work will be alternated between the two contractors at the discretion of the Airport Authority Representative. Request is made that a contract for 1 (one) year with four 1 (one) optional renewals be awarded to each of these contractors. BPI Piping only provided pricing for three years based on union contract rates only available to them for the next three years. Therefore, renewals will be subject to annual approval by the Chief Executive Officer.

Dr. Greenberg moved to authorize said Service Contract. The motion was adopted by majority with Mr. Gorman recusing himself.

**11. Authorization of Change Orders**

**11.1 Change Order #1: Authorization to award Change Order #1 to Contract # 990-PARCS New Parking Access Revenue Control System to Amano McGann, Inc. (Correction)**

Mr. LaClair recommended authorization to approve Change Order No. 1 to Contract No. 990-PARCS New Parking Access Revenue Control System to Amano McGann, Inc. in the amount of \$38,433.06 to address the purchase of 18 Ea. LPR (License Plate Reader) pedestals to mount the equipment on. He advised these pedestals were not in the original contract because the original plan was to mount them from above. After further discussions the manufacturer showed that pedestal mounted LPRs are more reliable with less missed readings, which improves the accuracy of the entire system. He advised this Changer Order No. 1 will be funded from CPN account number 2290 and will be funded 37% state and 63% airport. Mr. Hudson, Interim CFO, advised the funding percentages will be corrected to 87.2% state and 12.8% airport at the October 7, 2019

Special Board Meeting. (NOTE - Subsequent to this meeting Ms. Herrmann advised the shares should be corrected to 87.2% state and 12.8% airport.)

Father Doyle moved to authorize Change Order No. 1 to Contract No. 990-PARCS – New Parking Access Revenue Control System to Amano McGann in the amount of \$38,433.06. The motion was adopted unanimously.

**11.2 Change Order #1: Authorization to award Change Order #1 to Construction Contract 1010-GC Million Air Hangar Door Removal to Sam Greco Construction, Inc.**

Mr. LaClair recommended authorization to approve Change Order #1 for Contract No. 1010-GC Construction Contract 1010-GC Million Air Hangar Door Removal to Sam Greco Construction, Inc. for electrical work which was originally designed into the project but the work was omitted from the bid package. The work was done to expedite the door installation.

Mr. Fresina moved to authorize Change Order No. 1 to Contract No. 1010-GC – Million Air Hangar Door Removal to Sam Greco Construction, Inc. in the amount of \$43,000.00. The motion was adopted unanimously.

**11.3 Change Order #1: Authorization to award Change Order #1 to Construction Contract 1003-GC Building 211 CommutAir Alterations to Rosch Brothers, Inc.**

Mr. O'Donnell recommended authorization to approve Change Order #1 for Construction Contract 1003-GC, Building 211 CommutAir Alterations to Rosch Brothers, Inc. for additional work was requested by the tenant to maintain their operations and safe guard their personnel and parts inventory. The additional work includes installation of a sprinkler system, epoxy paint coating of the floors, additional HVAC work to reduce moisture in the parts storage area and repairs to walls, floors, plumbing, electrical and alarm systems that were found to be deteriorated or nonfunctioning (due to the age of the building) during the course of the planned project work.

The advancement of the additional work was necessary to maintain current building standards as determined by the Airport.

Mr. Fresina moved to authorize Change Order No. 1 to Contract No. 1003-GC – Building 211 CommutAir Alterations to Rosch Brothers, Inc. in the amount of \$187,179.45. The motion was adopted by majority with Dr. Greenberg recusing himself.

**12. Authorization of Federal and State Grants**

None

**13. Procurement Approvals by CEO – Informational Only**

**13.1 Presentation of Plan of Finance and letter of recommendation for the sale of \$50,000,000 (fifty million) of Bonds by Private Negotiated Sale.**

The “Guidelines for Establishing Procedures for the Selection and Underwriters; For the Sale of the Authority’s Bonds; and “Certain Other Matters” adopted by the Authority on August 7, 1995, as amended (the “Bond Sale Guidelines”),



prescribes the requirements for the sale of bonds by the Authority pursuant to Section 2785 of the Albany County Airport Authority Act, Title 32 of Article 8 of the Public Authorities Law (“the Act”). The Master Resolution adopted by the Authority on January 6, 1997 requires a Supplemental Resolution for each of the bonds issued by the Authority. Pursuant to the Act, the issuance of the Bonds and Refunding Bonds referenced above will require the approval of the Comptrollers of the County of Albany and the State of New York.

**Old Business: - None**

**New Business: - None**

**Executive Session:**

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

**ES-1 – Employment history of a particular individual.**

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



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](http://www.albanyairport.com)

## ALBANY COUNTY AIRPORT AUTHORITY

### REGULAR MEETING

#### AGENDA

October 7, 2019

#### General:

1. Chairman's Remarks
  - 1.1 Election of Officers
2. Approval of Minutes
  - Special Meeting – September 16, 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 **Construction Contract: Authorization to Award Emergency Construction Contract 990-GC Sitework for Revenue Island Extensions for PARCS to HMA Contracting Corp. (Correction)**
- 10.2 **Construction Contract: Authorization to Award Contract 1013-M: Air Traffic Control Tower HVAC Improvements**
- 10.3 **Construction Contract: Authorization to Award Contract 1013-SW Air Traffic Control Tower Parking Lot Re-Paving and Sitework Improvements**
- 10.4 **Construction Contract: Authorization to Award Contract 1013-E Air Traffic Control Tower Electric Improvements**
- 10.5 **Lease Renewal: One Year Extension Lease No. L-858: 22 Jetway Drive – Office Space (5,384± sf) with Champlain Enterprises, d/b/a CommutAir**
- 10.6 **Professional Service Contract Amendment: Amendment No. 2 to Professional Services Contract 999-I: Construction Inspection for the New Parking Garage and Terminal Amenities with Creighton Manning, LLP**
- 10.7 **SELECTION/NEGOTIATIONS: Professional Services: Authorization to Negotiate Contract S-904 with Greenman-Pedersen, Inc. (GPI) for Snow Removal Equipment Building Improvements at 130 Sicker Road Design and Construction Administration**
- 10.8 **Construction Contract: Contract No. SC-1028; Plumbing Services with BPI Piping, Inc. and Eckert Mechanical**

#### **11. Authorization of Change Orders**

- 11.1 **Change Order #1: Authorization to award Change Order #1 to Contract # 990-PARCS New Parking Access Revenue Control System to Amano McGann, Inc. (Correction)**
- 11.2 **Change Order #1: Authorization to award Change Order #1 to Construction Contract 1010-GC Million Air Hangar Door Removal to Sam Greco Construction, Inc.**
- 11.3 **Change Order #1: Authorization to award Change Order #1 to Construction Contract 1003-GC Building 211 CommutAir Alterations to Rosch Brothers, Inc.**

#### **12. Authorization of Federal and State Grants**

**None**

**13. Informational Only**

**HAND-OUT 13.1 Presentation of Plan of Finance and letter of recommendation for the sale of \$50,000,000 (fifty million) of Bonds by Private Negotiated Sale.**

**Old Business:**

**New Business:**

**Executive Session:**

**ES-1 – Employment history of a particular individual.**

**Attorney-Client Privilege Matters:**



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**

**November 4, 2019**

Pursuant to notice duly given and posted, the regular meeting of the Albany County Airport Authority was called to order on Monday, November 4, 2019 @ 11:30 a.m. in the 3<sup>rd</sup> 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  
 Tony Gorman  
 Lyon M. Greenberg, M.D.  
 Steven H. Heider  
 Kevin R. Hicks  
 Samuel A. Fresina  
 Sari M. O'Connor

**MEMBERS ABSENT**

**STAFF**

John A. O'Donnell  
 Michael F. Zonsius  
 Peter Stuto  
 Liz Charland  
 Steve Iachetta  
 Helen Chadderdon  
 John LaClair  
 Margaret Herrmann

**ATTENDEES**

Fred Acunto, Airport Manager, AvPorts  
 John DelBalso, Assistant Airport Manager, AvPorts  
 Ray Casey, Airport Consultant  
 Dave Cook, Airport Fire Chief  
 Dennis Feeney, Majority Leader  
 Eric Anderson, Times Union  
 A. Joseph Scott, III, Hodgson Russ, LLP  
 Robert Pattison, Morgan Stanley  
 William E. Verfuss, P.E., McFarland Johnson

**1. CHAIRMAN'S REMARKS**

Father Doyle introduced Philip F. Calderone, Esq. He advised Mr. Calderone will be the

new Chief Executive Officer of the Albany County Airport Authority starting December 2, 2019.

**2. MINUTES**

Mr. Hicks moved to approve the minutes of the September 16, 2019. The motion was adopted unanimously.

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 November 2019.

**4. INTERESTING CORRESPONDENCE**

**MANAGEMENT REPORTS:**

**5. Chief Financial Officer**

Michael F. Zonsius, presented the following:

- 5.1 Statistical and Financial Performance
- 5.2 Comparison of Enplanements
- 5.3 Summary of Airline Scheduled Flights and Markets

**6. Project Development**

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

**7. Counsel**

**8. Concessions/Ambassador Program**

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

**9. Public Affairs**

Mr. O'Donnell presented the Public Affairs Status Report for the month of November 2019.

**Action Items:**

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

**10.1 Authorization to Award Engineering Design and Construction Administration Contract S-1009 with Bergmann Associates, Architects, Engineers, Landscape Architects & Surveyors D.P.C.**

Mr. Iachetta requested to award professional engineering service Contract S-1009 with Bergmann Associates, Architects, Engineers, Landscape Architects & Surveyors D.P.C. of Albany for the Terminal Parking Solar Canopy Improvements project in the amount of \$133,686. Construction Inspection is proposed to be deferred pending completion of design services for the Terminal Parking Solar Canopy Improvements. New York State M/WBE program compliance has been demonstrated with 33% goal attainment noted. NYSDOT Aviation Grant funding was Board authorized on June 11, 2019.

Dr. Greenberg moved to authorize award of Contract No. S-1009 to Bergmann Associates, Architects, Engineers, Landscape Architects & Surveyors D.P.C. in the amount of \$133,686 for Terminal Parking Solar Canopy Improvements. The motion was adopted unanimously.

**10.2 Contract No. SC-1027; HVAC Services BPI Piping, Inc. & Eckert Mechanical**

Mr. O'Donnell recommended authorization to award a one year contract with four additional one year terms in the amount of \$75,000 (Estimated Total Contract Cost – There is No Fixed Total Contract Amount) to the two contractors receiving the highest evaluation score; BPI Piping and Eckert Mechanical. He advised the Airport relies upon the services of an independent contractor to provide technical and support services as requested and directed by the Airport Heating, Ventilating, and Air Conditioning (HVAC Mechanic). The Authority received seven proposals. The RFP stated two (2) contractors would be awarded this contract to avoid project delays if one contractor is not readily available. Requested work will be alternated between the two contractors at the discretion of the Airport Authority Representative.

Mr. Hicks moved to authorize award of Contract No. SC-1027 to BPI Piping and Eckert Mechanical in the amount of \$75,000 (Estimated Total Contract Cost – There is No Fixed Total Contract Amount) for HVAC Services. The motion was adopted unanimously.

**10.3 Issue Annual Purchase Orders for Deicer Products for runways, taxiways and ramps. Authorize four (4) one (1) year option year extensions subject to approval of the Chief Executive Officer**

Mr. Zonsius recommended authorization of purchase orders for both solid and liquid deicing materials for the deicing of runways, taxiways, and ramps in the amount of \$250,000. There were a total of four different deicer products that were part of the RFB. Liquid Deicing fluid must meet FAA SAE-AMS 1435 Generic Fluid Specifications and Solid Deicer materials must meet FAA SAE-AMS 1431 specifications.

This contract is for one (1) year with four (4) one year extensions subject to annual price redetermination requests based upon changes in material costs.

Mr. Gorman moved to authorize said purchase orders in the amount of \$250,000. The motion was adopted unanimously.

**10.4 Lease Agreement 70 B Sicker Road – ACAA Bldg. No. 214 with ELRAC, LLC d/b/a Enterprise Rent-A-Car**

Mr. O'Donnell recommended authorization to approve Lease Agreement with ELRAC, LLC d/b/a Enterprise Rent-A-Car for 70 B Sicker Road, in the Airport Industrial Park, a 3,350 square foot office/warehouse space. The rental rate starts at \$5 per SF plus \$2.25 per SF maintenance charge for an initial annual rent and charge of \$25,287. Rent and maintenance charges are subject to a 3% cost of living increase November 1 of each year. The initial term is five (5) years. Tenant has an option to renew for three (3) additional terms of five (5) years each.

The Authority will fit-up bathrooms and provide 45 exterior stone base parking spaces. Tenant will use space for Truck/Automotive rental related operations including washing, cleaning and inspection of rental vehicles. Tenant will provide interior renovations throughout the facility and add an oil water separator. The rental rate shall be adjusted based upon future Industrial Park upgrades.

Dr. Greenberg moved to authorize said Lease Agreement with ELRAC, LLC d/b/a Enterprise Rent-A-Car. The motion was adopted unanimously.

**10.5 Authorization to Award Asphalt Pavement Repairs to HMA Contracting – ACAA Quote No. 19-1010**

Mr. LaClair recommended authorization to award Asphalt Paving Contract to qualified low bidder HMA Contracting of Mechanicville, NY for \$55,820.00. The contract scope includes milling and paving asphalt repairs at 27 various sites around the Airport property.

Mr. Heider moved to authorize award of Quote No. 19-1010 to HMA Contracting in the amount of \$55,820.00 for Asphalt Pavement Repairs contingent on compliance with the apprenticeship requirements. The motion was adopted unanimously.

**10.6 Authorization to Award Construction Contract 1030-GC Water Service for new Sprinkler at Building #211 to J.H. Maloy Construction, Inc.**

Mr. LaClair recommended authority to award Contract 1030-GC for Water Service for new Sprinkler at Building #211 to qualified low bidder J.H. Maloy Construction, Inc. of Latham, NY for \$167,000.00. The contract scope includes installation of new 4" D.I.P. pipe with a connection to existing Latham Water District watermain, install water line inside the building and make the required connections to the new system and test the system.

Mr. Hicks moved to authorize award of Contract No. 1030-GC to J.H. Maloy in the amount of \$167,000.00 for Water Service for new Sprinkler at Building #211 contingent on compliance with the apprenticeship requirements. The motion was adopted unanimously.

**10.7 Request approval of the Fifteenth Supplemental Resolution and Sixteenth Supplemental Resolution to authorize Authority staff to proceed with a private negotiated sale of: Airport Revenue Bond Series 2019 ("Series 2019 Bonds") in an amount not to exceed \$8,685,000; Airport Revenue Refunding Bond Series 2020A (Non-AMT) (Forward Delivery) in an amount not to exceed \$4,560,000, and; Airport Revenue Refunding Bonds, Series 2020B (AMT) (Forward Delivery) in an amount not to exceed \$31,555,000 (collectively "Series 2020 Bonds").**



Mr. Zonsius recommended approval of the Series 2019 Bonds being issued to provide funds to finance: a portion of the cost of the Upstate Airport Development & Revitalization Project at the Albany International Airport (the “Airport”) and other projects in the Authority’s 2015-2019 Capital Plan; the required deposit into the account in the Bond Reserve Fund established with respect to the Series 2019 Bonds, and; the costs of issuance of the Series 2019 Bonds.

The Series 2020 Bonds are being issued to provide funds to finance: refunding of part or all of the Authority’s Airport Revenue Refunding Bonds, Series 2010A (Tax-Exempt) (“Series 2010A Bonds”); the required deposit into the Bond Reserve Fund established with respect to the Series 2020 Bonds, and; the costs of issuance of the Series 2020 Bonds.

The Master Bond Resolution adopted by the Authority on January 6, 1997 prescribes the limitations on and the conditions for of issuance and form of any bonds issued by the Authority. The Fifteenth Supplemental Bond Resolution and Sixteenth Supplemental Bond Resolutions, sets forth the procedures for the issuance of the Series 2019 Bonds and Series 2020 Bonds, respectively, to be sold at a Private Negotiated Sale pursuant to the Authorities Guidelines Establishing procedures for the Sale of the Authorities Bonds.

The Authority was informed of the sale of \$50,000,000 of Bonds by Private Negotiated Sale and the Plan of Finance at its October 7, 2019 meeting. The Authority Appointed the Underwriter bond Syndicate at its September 26, 2019 meeting led by Morgan Stanley as Manager. Samuel A. Ramirez & Co. Inc. and Roosevelt & Cross Incorporated are included as Co-Senior Managers. The Chief Financial Officer is authorized to take actions necessary to issue bonds and otherwise carry out the actions authorized in the resolution.

Dr. Greenberg moved to authorize said Series 2019 Bonds. The motion was adopted unanimously.

## **11. Authorization of Change Orders**

### **11.1 Change Order #4: Authorization to award Change Order #4 to Contract 989-SF New Parking Garage Site and Foundations to LeChase Construction Services, LLC.**

Mr. LaClair recommended authorization to approve of Change Order #4 for Contract 989-SF for New Parking Garage Site and Foundations, to LeChase Construction Services LLC of Schenectady, N.Y. in the amount of \$180,434.30. The additional work includes the modification to an existing storm line to maintain the glycol force main which needed to be redirected in one location. The rental and maintenance of a holding tank for the ACAA building septic system (including regular emptying), work was done to provide access for Hanson Drilling (drill a depressurization well) and C & C Unlimited (remove asbestos ductbank) to allow them to do their work. The increase in the number of piles and the increase in the quantities of concrete and reinforcement steel (including modifications to the formwork) to make pile caps on column line C larger due to the driven piles not maintaining their alignment due existing subsurface conditions that were encountered.

Mr. Heider moved to authorize Change Order No. 4 to Contract No. 989-SF – New Parking Garage Site and Foundations to LeChase Construction in the amount of 180,434.30. The motion was adopted unanimously.

### **11.2 Change Order #2: Authorization to award Change Order #2 to Contract #**

**989-PC New Parking Garage Precast to Unistress Industries.**

Mr. O'Donnell recommended authorization of Change Order #2 for Contract No. 989-PC for New Parking Garage Precast Concrete of Pittsfield, Mass. in the amount of \$200,000.00 which is the incentive (\$10,000/day x 20days) which was included in the base contract. The contractor completed the erection of the precast garage pieces 20 days ahead of the revised (by Change Order #1) completion date.

Dr. Greenberg moved to authorize Change Order No. 2 to Contract No. 989-PC – New Parking Garage Precast to Unistress Industries in the amount of \$200,000.00. The motion was adopted unanimously.

**11.3 Change Order #1: Authorization to award Change Order #1 to Contract # 989-GCR New Parking Garage General Construction to LeChase Construction Services, LLC.**

Mr. LaClair recommended authorization of Change Order #1 for Contract No. 989-GCR for New Parking Garage Site and Foundations, to LeChase Construction Services LLC of Schenectady, N.Y. in the amount of \$60,694.95 for unforeseen conditions encountered by the contractor during construction. The additional items include removal of an existing foundation not shown on any record plans, change in the type of conduit pipe used to a heavier walled pipe to allow it to be direct buried without concrete encasement and replacement of a deteriorated drain pipe.

Mr. Hicks moved to authorize Change Order No. 1 to Contract No. 989-GCR – New Parking Garage General Construction to LeChase Construction, LLC in the amount of \$60,694.95. The motion was adopted unanimously.

**11.4 Change Order #1: Authorization to Award Change Order #1 Construction Contract 906-GC Terminal Apron Glycol Deicing System Replacement to VMJR Companies, Inc.**

Mr. LaClair recommended authorization of Change Order #1 to Contract 906-GC for the Terminal Apron Glycol Deicing System Replacement to VMJR Companies, Inc. of Glens Falls, NY for \$115,519.42. VMJR Companies, Inc. were the low bidder and met all the requirements for a NYS MBE, WBE and an approved apprenticeship program. The contract scope includes the removal of existing 9” trench drain and installation of three different types of trench drains. During the design the engineers, found there was more existing trench that was deteriorated and needing to be replaced than initially scoped for the project. McFarland Johnson Engineering added the additional work to the contract drawings but the quantities in the bid tab for the three different types of trench drain were not revised to reflect the additional quantities.

Ms. O'Connor moved to authorize Change Order No. 1 to Contract No. 906-GC – Terminal Apron Glycol Deicing System Replacement to VMJR Companies, Inc. in the amount of \$115,519.42. The motion was adopted unanimously.

**12. Authorization of Federal and State Grants**

None

**13. Procurement Approvals by CEO – Informational Only**

None

**Old Business: - None**

**New Business: -None**

**Executive Session:**

Mr. Hicks made a motion to go into Executive Session to discuss:

ES-1 – Public Safety.

ES-2 – Employment history of a particular individual.

There being no further business, the meeting was adjourned at 12:35 p.m.



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](http://www.albanyairport.com)

**November 4, 2019**

**General:**

- 1. Chairman's Remarks**
- 2. Approval of Minutes**  
**Special Meeting – October 10, 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**
- 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 Professional Services: Authorization to Award Engineering Design and Construction Administration Contract S-1009 with Bergmann Associates, Architects, Engineers, Landscape Architects & Surveyors D.P.C.**
  - 10.2 Construction Contract: Contract No. SC-1027; HVAC Services BPI Piping, Inc. & Eckert Mechanical**

- 10.3 **Purchase Orders: Issue Annual Purchase Orders for Deicer Products for runways, taxiways and ramps. Authorize four (4) one (1) year option year extensions subject to approval of the Chief Executive Officer.**
- 10.4 **Lease: Lease Agreement 70 B Sicker Road – ACAA Bldg. No. 214 with ELRAC, LLC d/b/a Enterprise Rent-A-Car**
- 10.5 **Purchase Order: Authorization to Award Asphalt Pavement Repairs to HMA Contracting – ACAA Quote No. 19-1010**
- 10.6 **Construction Contract: Authorization to Award Construction Contract 1030-GC Water Service for new Sprinkler at Building No. 211 to J.H. Maloy Construction, Inc.**
- 10.7 **Fifteenth Supplemental Resolution and Sixteenth Supplemental Resolution to authorize Authority staff to proceed with a private negotiated sale of: Airport Revenue Bond Series 2019 (“Series 2019 Bonds”) in an amount not to exceed \$8,685,000; Airport Revenue Refunding Bond Series 2020A (Non-AMT) (Forward Delivery) in an amount not to exceed \$4,560,000, and; Airport Revenue Refunding Bonds, Series 2020B (AMT) (Forward Delivery) in an amount not to exceed \$31,555,000 (collectively “Series 2020 Bonds”).**

**11. Authorization of Change Orders**

- 11.1 **Change Order No. 4: Authorization to award Change Order No. 4 to Contract No. 989-SF New Parking Garage Site and Foundations to LeChase Construction Services, LLC.**
- 11.2 **Change Order No. 1: Authorization to award Change Order No. 2 to Contract No. 989-PC New Parking Garage Pre Cast to Unistress Industries.**
- 11.3 **Change Order No. 1: Authorization to award Change Order No. 1 to Contract No. 989-GCR New Parking Garage General Construction to LeChase Construction Services, LLC.**
- 11.4 **Change Order No. 1: Authorization to Award Change Order No. 1 Construction Contract 906-GC Terminal Apron Glycol Deicing System Replacement to VMJR Companies, Inc.**

**12. Authorization of Federal and State Grants**

**None**

**13. Procurement Approvals by CEO – Informational Only**

**None**

**Old Business:**

**New Business:**

**Executive Session:**

**ES-1 – Employment History of a Particular Individual**

**Attorney-Client Privilege Matters:**

## **AGENDA ITEM NO. 3**

### **Communications and Report of Chief Executive Officer**



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](http://www.flyalbany.com)

**MEMO:** December 5, 2019

**TO:** Albany County Airport Authority Board Members

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

Attached is the report of significant events for the period through December 5, 2019 as well as forward-looking, noteworthy items. If you have any questions regarding this report, please let me know.





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](http://www.flyalbany.com)

## CHIEF EXECUTIVE OFFICER'S REPORT

December 5, 2019

### Winter Storm Information

- Due to the forecasted weather on one of the busiest travel days of the year, which is the Sunday after Thanksgiving, the airport began preparation for this snow event on Wednesday, November 27<sup>th</sup>.
- During snow events our airfield and vehicle maintenance department begin 24 hour coverage in order to keep our primary runway, associated taxiways and ramps clear for aircraft operations.
- At the airport it began to snow at approximately 1:30pm and within the first 7 hours of the event 11 inches of snow had fallen.
- Snow fall rates during the storm reached 1 to 2 inches per hour.
- It is not uncommon during large snow events for airlines to proactively thin, or even suspend, all operations until the storm has passed and they can resume operations.
- The recent storm is now ranked as the 8<sup>th</sup> largest snow storm ever tracked with a snow fall total of 22.6 inches locally.
- Cancellations from 1:00 p.m. December 1, 2019 to 11:00 p.m. December 3, 2019 were 49.
- Departure delays from 1:00 p.m. December 1, 2019 to 11:00 p.m. December 3, 2019 were 75. Please keep in mind not all these delays were due to the weather, but a high majority of them were due to the storm.

- For a storm of this magnitude in terms of duration and snowfall accumulation, airport operations and ground crews did an outstanding job of ensuring the safety of passengers and aircraft during one of the busiest travel times of the year.

**Update:** Airport Gateway Project:  
Target date April 1, 2020

**Update:** Bond Refinancing

- Completed refinancing of Authority Debt with a \$4.4 million savings.
- Completed borrowing of \$10 million for NYS Grant Projects.

**Update:** Meeting with Regional CEO's from the Chamber of Commerce, CEG, CDTA, CDRPC and CDTC. Discussion centered on taking a coordinated regional approach to branding and promoting the Capital Region.

## **AGENDA ITEM NO. 4**

### **Interesting Correspondence**



October 15, 2019

John O'Donnell

Executive Director

Albany International Airport

Administration Building

Albany, New York 12211

Dear John,

We are writing on behalf of our stellar Capital District Patriot Flight Team and the appreciative veterans who benefitted from your generosity and hard work to thank for your support of our October 5<sup>th</sup> send-off and welcome home ceremonies held at the Albany International Airport. In spite of the ungodly hour that the send-off event took place, it turned out to be a hugely successful, very moving and a fitting ceremony for the veterans we wanted to thank and welcome home.

The events were excellent examples of what can happen when caring individuals come together, sharing their skills and resources to create something that will be remembered forever.

Starting with, and actually before the travelers' meeting at and exciting procession from the CBA lot, we received help with event planning, site preparation, transportation and entertainment.

It is hard to believe that the procession with the escorts could move the veterans so but those involved again succeeded in doing so.

The welcoming bagpiper, flag line and color guards along with the many flags and banners adorning the baggage claim area certainly set the tone for the great day that was just beginning.

Our presenters clearly delivered the message that the veterans are appreciated and of course, our Music Studio Kids outdid themselves, bringing tears to the eyes of many.

With the help of our TSA and our Southwest partners, a seemingly flawless (almost) move to the boarding area and the morning's refreshments came together.

SO, we cannot thank you enough for your support and contributions. The Patriot Flight Team will be scheduling another flight that will take off 6 months from now and we look forward to working with you again to develop an experience worthy of those special individuals we are honoring. For updates, visit [www.patriotflight.org](http://www.patriotflight.org).

We encourage you to contact us if you have any questions or suggestions on how we, as a team, can do our job better.

Stay well.

Respectfully,



Bob Wolfgang

[Bob.wolfgang@commsoft.net](mailto:Bob.wolfgang@commsoft.net)

518 858-9690

DOUG AND THE MEMBERS  
OF YOUR TEAM ARE THE  
BEST! THEY MADE  
EVERYTHING COME  
TOGETHER WELL.  
THANKS AGAIN!

John.  
Thank you for all  
your support.  
Bob Smith

Bob Smith

[Bobbys1947@yahoo.com](mailto:Bobbys1947@yahoo.com)

518 269-2208

Volunteers

## **AGENDA ITEM NO. 5**

### **Financials**

***AGENDA ITEM NO. 5.1***

***FINANCIAL PERFORMANCE***



**STATISTICAL  
&  
FINANCIAL  
PERFORMANCE**

**October 2019**



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



	<u>Page</u>
Transmittal Letter .....	1
Statistical Highlights.....	5
Financial Information .....	16
Airport Revenues.....	22
AvPort Airport Operations .....	32
Million Air FBO Operations.....	42
Authority Operations .....	57



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](http://www.albanyairport.com)

**TO: ACAA Members**

**FROM: Michael F. Zonsius, CFO**

**RE: August 2019 Financial Performance**

**INTRODUCTION**

The attached report includes the Airport’s August 2019 statistical highlights, financial information, and operating information. This financial information is presented for the purposes of comparing budget to actual results and for indicating generally how revenues and expenses have compared to budgeted revenues and expenses through August 2019. The financial information presented herewith is prepared on the Albany County Airport Authority’s budgetary basis of accounting. The information provided in this report does not include a forecast of the effects of the final settlement based upon the calculation provided for in the Airport Use and Lease Agreement, which expires December 31, 2020, or make any provision for accrual of funds owed to or from the Signatory Airlines. *This report includes preliminary operating and performance statistics and financial forecasts based upon the budgetary basis of accounting estimates that involve uncertainties that could result in actual financial results differing materially from preliminary estimates.* This report is divided into the following sections: Statistical Highlights, Financial Statements, Airport Revenues, AFCO/AvPorts Airport Operations, Million Air FBO Operations, Authority Operations, and Investment Report.

	Current Year Versus		
	2019 YTD Budget	2018 August	2018 YTD
<b>Enplanements</b>	2.0%	3.9%	4.3%
<b>Operations (Take Offs/Landings)</b>	-4.2%	1.0%	-4.2%
<b>Landed Weight</b>	0.9%	3.6%	4.3%
<b>Cargo, Mail &amp; Express (Tons)</b>	1.5%	2.2%	1.1%

August 2019 seat capacity was 2.6% more than August 2018 and the monthly load factor was 92% for August 2019 and 90% for August 2018.

## ENPLANEMENT SHARE

A summary of YTD 2019 and 2018 market share by airline is as follows:

	2019			2018		
	Major Carriers	Express Carriers	Totals	Major Carriers	Express Carriers	Totals
Allegiant Air	5.5%		5.5%	0.0%		0.0%
American	5.2%	14.6%	19.8%	7.4%	13.9%	21.3%
Boutique Air	0.0%		0.0%	0.1%		0.1%
Cape Air	0.3%		0.3%	0.8%		0.8%
Delta	11.0%	5.3%	16.3%	11.0%	4.1%	15.1%
Elite Airways	0.0%		0.0%	0.1%		0.1%
Frontier	4.0%		4.0%	0.0%		0.0%
Jet Blue	5.9%		5.9%	6.1%		6.1%
Southwest	32.8%		32.8%	39.4%		39.4%
OneJet	0.0%		0.0%	0.4%		0.4%
United	7.0%	8.3%	15.3%	6.3%	10.3%	16.6%
Charters	0.1%		0.1%	0.1%		0.1%
Totals	71.8%	28.2%	100.0%	71.7%	28.3%	100.0%

## FINANCIAL INFORMATION

The summary of Revenues, Expenses and Net Results shows YTD 2019 results compared to the 2019 budgeted amounts and 2018 actual amounts. The summary shows the YTD net operating results for 2019 are more than the amount budgeted by \$3,870,872. These YTD results do not reflect the adjustments for year-end settlement or reflect other year-end adjustments for 2019 which effect the revenue sharing with the airlines.

	2019 YTD Budget	2019 YTD Actual	2018 YTD Actual	2019 YTD vs 2018 YTD
Airport revenues	\$ 30,794,581	\$ 32,246,681	\$ 30,362,610	1,884,071
FBO revenues less cost of sales	1,752,004	2,066,393	1,877,075	189,318
Total operating expenses	(21,867,184)	(21,168,176)	(20,434,720)	(733,456)
Operating results	10,679,401	13,144,898	11,804,965	1,339,933
Other revenue and expenses, net	(4,302,539)	(3,897,164)	(6,211,101)	2,313,937
Net results	\$ 6,376,862	\$ 9,247,734	\$ 5,593,864	
Net variances: (2019 Actual to Budget)		\$ 2,870,872		
(2019 Actual to 2018 Actual)				\$ 3,653,870

Under the revenue sharing formula, the net revenues or deficiency at year-end are split fifty (50) percent to the signatory airlines and fifty (50) percent to the Authority, subject to certain limitations which require the airlines to ensure the Authority's net revenues are not less than 125 percent of its annual debt service requirement.

The summary information above does not reflect the effect of allocating all budget variances in accordance with the Airport Use and Lease Agreement or the potential assessment of charges to meet debt service coverage requirements, and accordingly, does not reflect the amount of an accumulated potential year-end settlement with the signatory airlines.

## AIRLINE RATES AND CHARGES

Airline Rates and Charges shown for 2019 are based on the adopted budget and are calculated using the formulas incorporated into the Airline Use and Lease Agreement. Final 2019 rates will be calculated in the final settlement and revenue sharing report. The signatory airlines will be billed or credited for their share of any final variance and the Authority will fund its share of any negative variance from its reserves.

## AIRPORT REVENUES

AIRPORT REVENUES for YTD 2019 are \$32.2 million and are \$1,452,100 more than the \$30.8 million budget to date.

PUBLIC PARKING REVENUES for YTD 2019 total \$10,941,700 compared to \$10,343,000 in YTD 2018, a 5.8% increase and are \$554,500 more than budget. Parking revenue per passenger increased from \$10.50 in YTD 2018 to \$10.66 in YTD 2019.

RENTAL CAR REVENUES for YTD 2019 total \$3,641,300 compared to \$3,517,200 in YTD 2018, and are \$217,500 more than budget. Rental car revenue per passenger decreased to \$3.55 in YTD 2019 from \$3.57 in YTD 2018.

FOOD AND BEVERAGE REVENUES for YTD 2019 total \$815,000 compared to \$557,800 in YTD 2018 and are \$158,400 more than budget. Concessionaire sales' per enplaned passenger were \$6.33 in YTD 2019 compared to \$5.70 in YTD 2018. Authority revenue per passenger was \$0.79 in YTD 2019, which is an increase from \$0.57 in YTD 2018.

RETAIL REVENUES for YTD 2019 total \$649,200 compared to \$574,500 in YTD 2018, and are \$45,700 more than budgeted. Concessionaire sales' for YTD 2019 per enplanement were \$2.99 in YTD 2019 compared to \$2.73 in YTD 2018. Authority revenue per passenger was \$0.63 in YTD 2019 compared to \$0.58 in YTD 2018.

## COMBINED MANAGEMENT OPERATING EXPENSES

The airports three operating centers have combined operating expense results as follows:

	2019 YTD Budget	2019 YTD Actual	Budget Variance	2018 YTD Actual	Prior Year Variance
AvPorts	\$ 16,289,994	\$ 15,715,954	\$ 574,040	\$ 15,149,963	\$ (565,991)
Million Air	2,192,753	2,212,736	(19,983)	2,102,455	(110,281)
Authority	3,384,437	3,239,486	144,951	3,182,302	(57,184)
Total	<u>\$ 21,867,184</u>	<u>\$ 21,168,176</u>	<u>\$ 699,008</u>	<u>\$ 20,434,720</u>	<u>\$ (733,456)</u>
Variance			3.20%		-3.59%

## OTHER REVENUES AND EXPENSES

Other revenues and expenses when netted together for YTD 2019 are \$405,400 more than budgeted mainly due to interest earnings that were \$425,500 more than budgeted and which is offset by timing difference in non-capital equipment expenses.

## AFCO/AVPORTS AIRPORT OPERATIONS

Operating expenses for AFCO/AvPorts in YTD 2019 are \$574,000 (3.5%) under budget based upon a combination of variances and timing differences.

## MILLION AIR FBO OPERATIONS

The commercial and retail YTD revenues and cost of sales results are as follows:

	2019 YTD Budget	2019 YTD Actual	2019 Variance	2018 YTD Actual	Prior Year Variance
Revenues	\$ 6,906,160	\$ 7,028,470	\$ 122,310	\$ 6,997,365	\$ 31,105
Cost of Sales	(3,688,630)	(3,481,759)	206,871	(3,674,327)	192,568
Net results before O & M Expenses	\$ 3,217,530	\$ 3,546,711	\$ 329,181	\$ 3,323,038	\$ 223,673
FUEL SALES (gallons)					
Jet A	818,623	846,668	28,045	782,518	64,150
AvGas - Retail	36,015	44,140	8,125	35,825	8,315
AvGas - Commercial	42,198	34,229	(7,969)	63,554	(29,325)
DEICING SALES (gallons)					
Sprayed	36,947	60,630	23,683	66,508	(5,878)
Consortium	62,552	46,412	(16,140)	73,261	(26,849)
FUEL NET REVENUES					
Jet A	\$ 1,398,422	\$ 1,457,747	\$ 59,325	\$ 1,340,354	\$ 117,393
AvGas - Retail	\$ 42,298	\$ 42,345	\$ 47	\$ 43,019	\$ (674)
AvGas - Commercial	\$ 15,613	\$ 14,476	\$ (1,137)	\$ 25,289	\$ (10,813)
DEICING NET REVENUE					
Sprayed	\$ 214,254	\$ 460,370	\$ 246,116	\$ 448,980	\$ 11,390
Consortium	\$ -	\$ (1,145)	\$ (1,145)	\$ (62,904)	\$ 61,759

YTD Net Results before YTD Operating and Maintenance expenses were \$329,200 more than budgeted and \$223,700 more than the YTD 2018. Revenue from sprayed deicing services was the most significant variance from the budget amounts.

Operating expenses, not including the cost of retail sales, for YTD 2019 are \$20,000 more than budgeted. A detail account listing of expenses is included for all Million Air cost centers.

## AUTHORITY OPERATIONS

YTD operating expenses in 2019 were \$145,000 less than budgeted mainly because of timing differences between budgeted and actual expenses. Departure's net operating results are (\$26,300) for YTD 2019 compared to (\$10,600) for YTD 2018.

A detail account listing of expenses is included for the Authority.

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



# **Statistical Highlights**

## Albany International Airport October Highlights

ACTIVITIES:		2019	2019	Percentage	2018	Percentage
		ACTUAL	BUDGET	Actual vs. Budget	Actual	Actual 2019 VS. 2018
<i>Enplanements</i>	Current Month	136,558	135,736	0.6%	132,723	2.9%
	Year - to - Date	1,283,495	1,258,519	2.0%	1,230,585	4.3%
<i>Aircraft Operations</i>	Current Month	5,309	5,479	-3.1%	5,478	-3.1%
	Year - to - Date	51,601	53,776	-4.0%	53,771	-4.0%
<i>Landed Weight (#)</i>	Current Month	145,174,948	148,910,201	-2.5%	144,037,958	0.8%
	Year - to - Date	1,408,903,109	1,401,445,037	0.5%	1,355,590,687	3.9%
<i>Cargo, Mail &amp; Express (Tons)</i>	Current Month	1,818	1,631	11.4%	1,672	8.7%
	Year - to - Date	15,838	15,488	2.3%	15,530	2.0%
<i>FBO Jet A (Gallons)</i>	Current Month	108,828	115,440	-5.7%	110,506	-1.5%
	Year - to - Date	1,043,678	1,027,854	1.5%	996,345	4.8%
<i>FBO AvGas (Gallons)</i>	Current Month	6,149	4,571	34.5%	4,616	33.2%
	Year - to - Date	57,707	46,103	25.2%	45,213	27.6%
<i>AvGas Commercial (gallons)</i>	Current Month	480	5,555	-91.4%	8,366	-94.3%
	Year - to - Date	35,230	53,107	-33.7%	79,984	-56.0%
<i>FBO Into-Plane (Gallons)</i>	Current Month	1,840,769	1,867,963	-1.5%	1,906,328	-3.4%
	Year - to - Date	18,592,497	17,037,694	9.1%	17,387,619	6.9%
<i>FBO Deicing (Gallons)</i>	Current Month	2,985	6,559	0.0%	8,981	0.0%
	Year - to - Date	110,027	105,150	4.6%	144,458	-23.8%

### REVENUES:

<i>Landing Fees</i>	Current Month	\$568,542	\$574,916	-1.1%	\$551,563	3.1%
	Year - to - Date	\$5,471,821	\$5,430,907	0.8%	\$5,177,642	5.7%
<i>Terminal</i>	Current Month	\$572,222	\$538,545	6.3%	\$514,498	11.2%
	Year - to - Date	\$5,731,615	\$5,385,456	6.4%	\$5,310,349	7.9%
<i>Parking</i>	Current Month	\$1,459,224	\$1,337,356	9.1%	\$1,353,320	7.8%
	Year - to - Date	\$13,671,971	\$12,863,638	6.3%	\$12,818,602	6.7%
<i>Rental Cars</i>	Current Month	\$563,137	\$511,144	10.2%	\$557,914	0.9%
	Year - to - Date	\$4,691,936	\$4,389,976	6.9%	\$4,553,646	3.0%
<i>Food &amp; Beverage</i>	Current Month	\$109,171	\$91,143	19.8%	\$88,479	23.4%
	Year - to - Date	\$1,012,734	\$827,433	22.4%	\$714,704	41.7%
<i>Retail</i>	Current Month	\$87,168	\$88,730	-1.8%	\$84,466	3.2%
	Year - to - Date	\$809,145	\$759,696	6.5%	\$723,188	11.9%
<i>Departure</i>	Current Month	\$37,320	\$27,618	35.1%	\$24,362	53.2%
	Year - to - Date	\$191,483	\$214,689	-10.8%	\$168,440	13.7%
<i>FBO Jet A , Net</i>	Current Month	\$184,894	\$197,201	-6.2%	\$192,929	-4.2%
	Year - to - Date	\$1,791,790	\$1,755,843	2.0%	\$1,709,069	4.8%
<i>FBO AvGas, Net</i>	Current Month	\$7,358	\$5,368	37.1%	\$5,591	31.6%
	Year - to - Date	\$60,234	\$54,146	11.2%	\$53,633	12.3%
<i>AvGas Commercial, Net</i>	Current Month	\$128	\$2,055	-93.8%	\$3,372	-96.2%
	Year - to - Date	\$14,964	\$19,649	-23.8%	\$31,594	-52.6%
<i>FBO Into-Plane</i>	Current Month	\$57,785	\$60,462	-4.4%	\$59,725	-3.2%
	Year - to - Date	\$579,435	\$551,475	5.1%	\$562,410	3.0%
<i>FBO Deicing, Net</i>	Current Month	(\$1,117)	\$10,327	0.0%	\$10,658	0.0%
	Year - to - Date	\$458,108	\$224,582	104.0%	\$396,734	15.5%

## Albany International Airport October Highlights

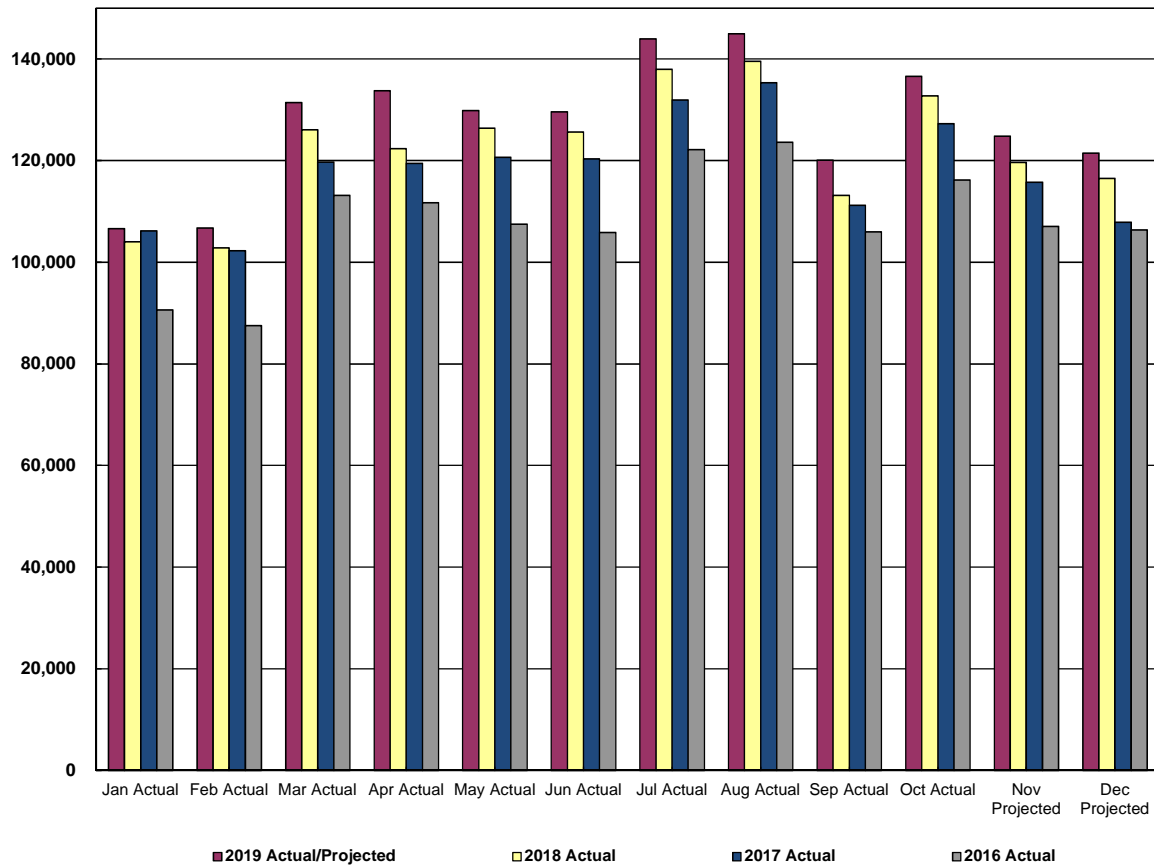
	2019 YTD	2018	2017	2016	2015
<b>REVENUE PER ENPLANEMENT:</b>	PRELIMINARY	AUDITED	AUDITED	AUDITED	AUDITED
Parking	\$10.65	\$10.40	\$10.57	\$10.57	\$9.87
Rental Car	\$3.66	\$3.79	\$3.83	\$3.59	\$3.89
Food & Beverage	\$0.79	\$0.62	\$0.57	\$0.56	\$0.51
Retail	\$0.63	\$0.58	\$0.57	\$0.56	\$0.54
Departure	\$0.15	\$0.17	\$0.20	\$0.17	\$0.19

## Annual Rates and Charges Summary

	2019	2018	2017	2016	2015
<b>AIRLINE RATES &amp; CHARGES:</b>	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



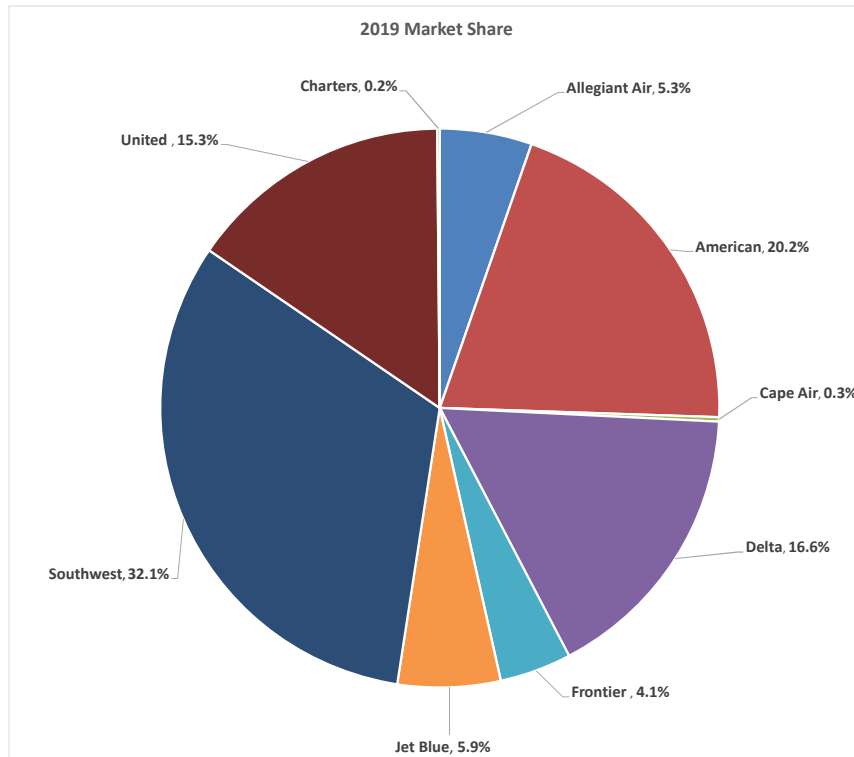
## Albany International Airport Monthly Enplanements 2016-2019 For the ten months ended October 31



		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	(Actual)	133,722	125,119	8,603	6.9%	122,342	9.3%	119,423	119,362
May	(Actual)	129,868	129,213	655	0.5%	126,345	2.8%	120,665	118,293
June	(Actual)	129,585	128,470	1,115	0.9%	125,618	3.2%	120,316	117,743
July	(Actual)	143,957	141,115	2,842	2.0%	137,983	4.3%	131,916	130,930
August	(Actual)	144,967	142,687	2,280	1.6%	139,520	3.9%	135,306	133,612
September	(Actual)	120,058	115,707	4,351	3.8%	113,139	6.1%	111,208	115,752
<b>October</b>	<b>(ACTUAL)</b>	<b>136,558</b>	<b>135,736</b>	<b>822</b>	<b>0.6%</b>	<b>132,723</b>	<b>2.9%</b>	<b>127,281</b>	<b>123,374</b>
November	(Projected)	124,783	122,355	2,428	2.0%	119,639	4.3%	115,758	115,220
December	(Projected)	121,490	119,126	2,364	2.0%	116,482	4.3%	107,862	108,206
<b>Total</b>		<b>1,529,768</b>	<b>1,500,000</b>	<b>29,768</b>	<b>2.0%</b>	<b>1,466,706</b>	<b>4.3%</b>	<b>1,417,835</b>	<b>1,407,434</b>

YTD Enplanements      1,283,495    1,258,519    24,976    2.0%    1,230,585    4.3%    1,194,215    1,184,008

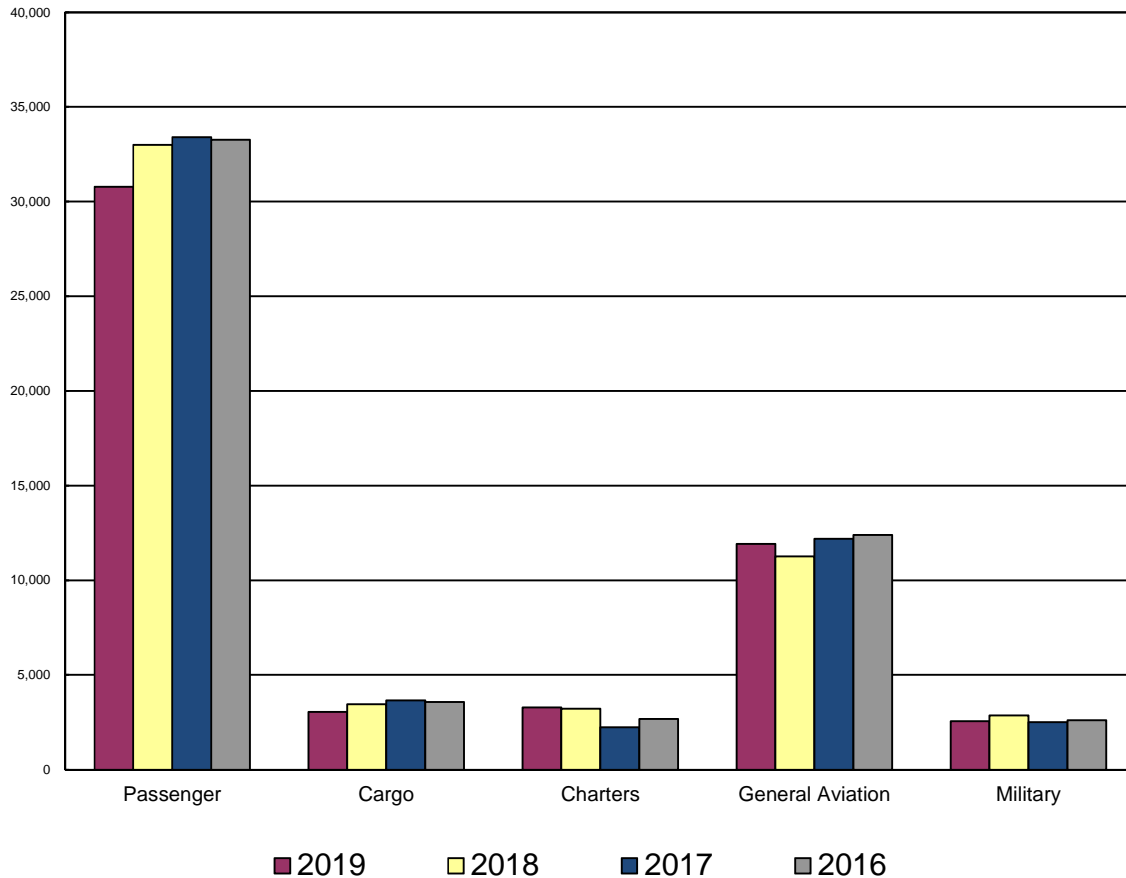
## Albany International Airport Enplanements Per Carrier For the ten months ended October 31



Carrier	Current Month		#	%	Year To Date		#	%	YTD Market Share		%
	2019	2018			Change	Change			2019	2018	
Allegiant Air	5,834	0	5,834	100.0%	68,331	0	68,331	100.0%	5.3%	0.0%	5.3%
American	11,839	9,952	1,887	19.0%	74,936	91,448	(16,512)	-18.1%	5.8%	7.4%	-1.6%
American Eagle-Air Wisconsin	0	0	0	0.0%	0	313	(313)	-100.0%	0.0%	0.0%	0.0%
American Eagle - Envoy	1,682	4,931	(3,249)	-65.9%	23,545	35,396	(11,851)	-33.5%	1.8%	2.9%	-1.0%
American Eagle-Piedmont	8,639	6,117	2,522	41.2%	75,304	39,902	35,402	88.7%	5.9%	3.2%	2.6%
American Eagle-PSA	3,825	4,953	(1,128)	-22.8%	51,660	37,931	13,729	36.2%	4.0%	3.1%	0.9%
American Eagle-Republic	4	0	4	100.0%	11,002	44,001	(32,999)	-75.0%	0.9%	3.6%	-2.7%
American Eagle-SkyWest	3,285	0	3,285	100.0%	22,412	0	22,412	100.0%	1.7%	0.0%	1.7%
American Eagle-TransStates	0	0	0	0.0%	0	8,177	(8,177)	-100.0%	0.0%	0.7%	-0.7%
Boutique Air	0	0	0	0.0%	0	827	(827)	-100.0%	0.0%	0.1%	-0.1%
Cape Air	0	1,014	(1,014)	-100.0%	3,275	10,005	(6,730)	-67.3%	0.3%	0.8%	-0.6%
Delta	16,008	15,005	1,003	6.7%	145,653	137,238	8,415	6.1%	11.3%	11.2%	0.2%
Delta - Endeavor	181	1,978	(1,797)	-90.8%	12,784	9,496	3,288	34.6%	1.0%	0.8%	0.2%
Delta - Go Jet	0	2,531	(2,531)	-100.0%	13,739	17,436	(3,697)	-21.2%	1.1%	1.4%	-0.3%
Delta - Republic	0	0	0	0.0%	155	0	155	100.0%	0.0%	0.0%	0.0%
Delta - SkyWest	6,595	2,087	4,508	100.0%	40,143	26,176	13,967	53.4%	3.1%	2.1%	1.0%
Elite Airways	0	0	0	0.0%	0	1,044	(1,044)	-100.0%	0.0%	0.1%	-0.1%
Frontier	6,564	3,520	3,044	86.5%	53,183	4,095	49,088	1198.7%	4.1%	0.3%	3.8%
Jet Blue	8,591	7,099	1,492	21.0%	76,150	74,662	1,488	2.0%	5.9%	6.1%	-0.1%
One-Jet	0	0	0	0.0%	0	3,964	(3,964)	-100.0%	0.0%	0.3%	-0.3%
Southwest	41,729	49,387	(7,658)	-15.5%	411,842	477,743	(65,901)	-13.8%	32.1%	38.8%	-6.7%
United	11,809	11,263	546	4.8%	95,848	83,602	12,246	14.6%	7.5%	6.8%	0.7%
United Express - Air Wisconsin	361	381	(20)	-5.2%	11,787	7,974	3,813	47.8%	0.9%	0.6%	0.3%
United Exp-Commutair	8,433	9,069	(636)	-7.0%	73,493	79,246	(5,753)	-7.3%	5.7%	6.4%	-0.7%
United Exp-Express Jet	49	1,211	(1,162)	-96.0%	6,529	6,375	154	2.4%	0.5%	0.5%	0.0%
United Exp-Go Jet	0	939	(939)	-100.0%	0	1,162	(1,162)	-100.0%	0.0%	0.1%	-0.1%
United Express - Go Jet	0	0	0	0.0%	658	0	658	100.0%	0.1%	0.0%	0.1%
United Exp-Mesa	526	0	526	100.0%	4,430	4,335	95	2.2%	0.3%	0.4%	0.0%
United Exp-Republic	0	36	(36)	-100.0%	650	4,078	(3,428)	-84.1%	0.1%	0.3%	-0.3%
United Exp-SkyWest	149	179	(30)	-16.8%	3,833	12,669	(8,836)	-69.7%	0.3%	1.0%	-0.7%
United Exp-TransStates	125	813	(688)	-84.6%	125	10,197	(10,072)	-98.8%	0.0%	0.8%	-0.8%
Other - Charters	330	258	72	27.9%	2,028	1,093	935	85.5%	0.2%	0.1%	0.1%
<b>Total</b>	<b>136,558</b>	<b>132,723</b>	<b>3,835</b>	<b>2.9%</b>	<b>1,283,495</b>	<b>1,230,585</b>	<b>52,910</b>	<b>4.3%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>0.0%</b>

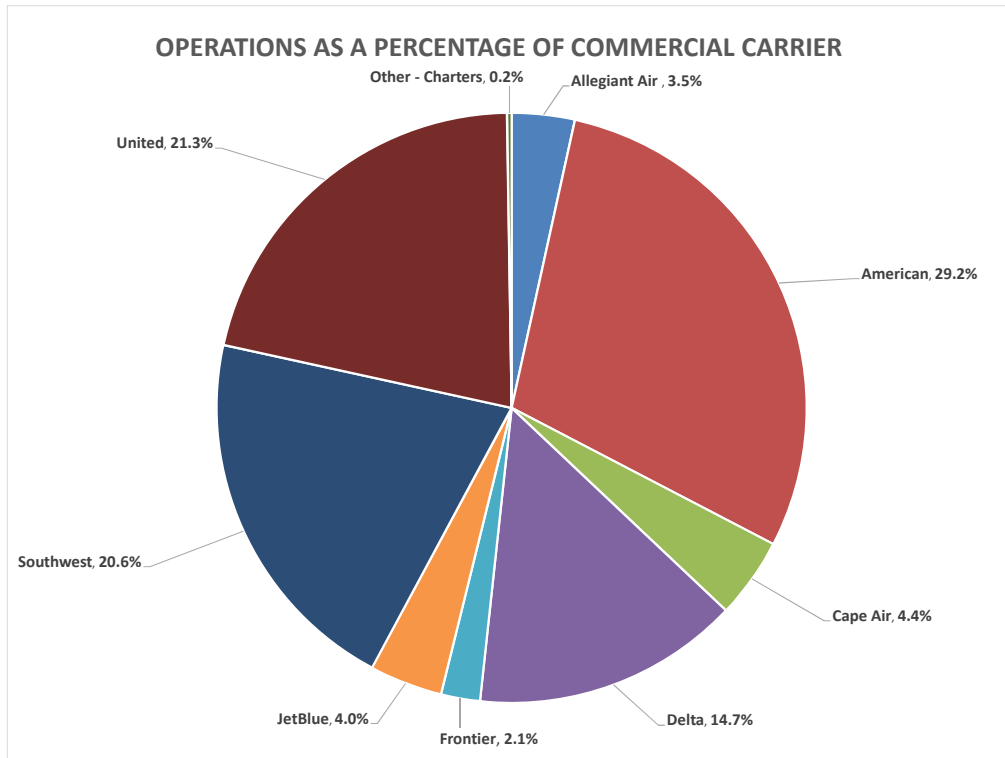
YTD Budget	YTD Actual	# Variance	% Variance
1,258,519	1,283,495	24,976	2.0%

## Albany International Airport Aircraft Operations by Type For the ten months ended October 31



Type	2019	2018	% Change	2017	2016
Passenger	30,778	32,990	-6.7%	33,402	33,260
Cargo	3,046	3,450	-11.7%	3,648	3,566
Charters & Corporate	3,290	3,212	2.4%	2,241	2,675
Sub Total	37,114	39,652	-6.4%	39,291	39,501
General Aviation	11,924	11,263	5.9%	12,198	12,386
Military	2,563	2,856	-10.3%	2,507	2,612
<b>Total</b>	<b>51,601</b>	<b>53,771</b>	<b>-4.0%</b>	<b>53,996</b>	<b>54,499</b>

## Albany International Airport Operations Per Carrier For the ten months ended October 31

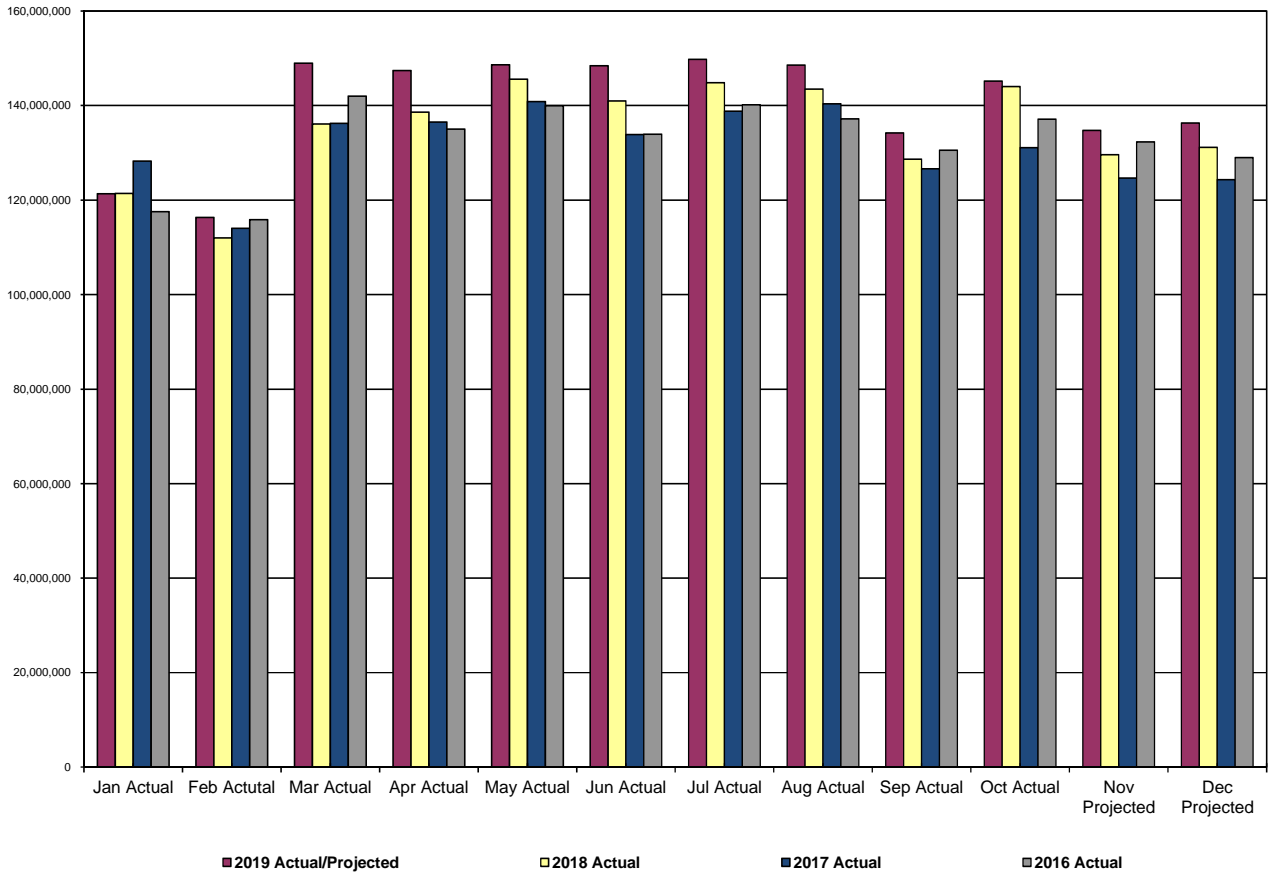


Carrier	# Sch.	Current Month				Year To Date				YTD Market Share		
		2019	2018	# Change	% Change	2019	2018	# Change	% Change	2019	2018	% Change
Allegiant Air	84	84	0	84	100.0%	1062	0	1062	100.0%	2.9%	0.0%	2.9%
American	184	184	174	10	5.7%	1,314	1,522	-208	-13.7%	3.5%	3.8%	-0.3%
American - Air Wisconsin	0	0	0	0	0.0%	0	18	-18	-100.0%	0.0%	0.0%	0.0%
American - Envoy	54	50	180	(130)	-72.2%	822	1,256	-434	-34.6%	2.2%	3.2%	-1.0%
American - Piedmont	408	410	286	124	43.4%	3,504	1,858	1,646	88.6%	9.4%	4.7%	4.7%
American - PSA	168	164	242	(78)	-32.2%	2,180	1,776	404	22.7%	5.9%	4.5%	1.4%
American - Republic Airways	0	2	0	2	0.0%	352	1,444	-1,092	-75.6%	0.9%	3.6%	-2.7%
American - Skywest	122	120	0	120	100.0%	812	0	812	100.0%	2.2%	0.0%	2.2%
American - Trans States	0	0	0	0	0.0%	0	374	-374	-100.0%	0.0%	0.9%	-0.9%
Boutique Air	0	0	0	0	0.0%	0	502	-502	-100.0%	0.0%	1.3%	-1.3%
Cape Air	0	0	360	(360)	-100.0%	1,356	3,464	-2,108	-60.9%	3.7%	8.7%	-5.0%
Delta	244	248	236	12	5.1%	2,410	2,310	100	4.3%	6.5%	5.8%	0.7%
Delta - Endeavor	4	4	60	(56)	-93.3%	380	338	42	12.4%	1.0%	0.9%	0.1%
Delta - Express Jet	0	0	0	0	0.0%	0	2	-2	-100.0%	0.0%	0.0%	0.0%
Delta - Go Jet	0	0	84	(84)	-100.0%	466	548	-82	-15.0%	1.3%	1.4%	-0.1%
Delta-Republic	0	0	2	(2)	-100.0%	14	10	4	40.0%	0.0%	0.0%	0.0%
Delta - Sky West	200	202	66	136	206.1%	1,246	1,050	196	18.7%	3.4%	2.6%	0.8%
Elite Airlines	0	0	0	0	0.0%	0	92	-92	-100.0%	0.0%	0.2%	-0.2%
Frontier	82	82	52	30	57.7%	656	60	596	993.3%	1.8%	0.2%	1.6%
JetBlue	124	126	126	0	0.0%	1,232	1,210	22	1.8%	3.3%	3.1%	0.2%
One Jet	0	0	0	0	0.0%	0	744	-744	-100.0%	0.0%	1.9%	-1.9%
Southwest	606	606	716	(110)	-15.4%	6,332	7,276	-944	-13.0%	17.1%	18.3%	-1.2%
United	204	204	202	2	1.0%	1,592	1,316	276	21.0%	4.3%	3.3%	1.0%
United Air Wisconsin	18	18	18	0	0.0%	536	372	164	44.1%	1.4%	0.9%	0.5%
United - Commut Air	430	430	420	10	2.4%	3,666	3,828	-162	-4.2%	9.9%	9.7%	0.2%
United - Express Jet	6	6	60	(54)	-90.0%	400	344	56	16.3%	1.1%	0.9%	0.2%
United - Go Jet	0	0	30	(30)	-100.0%	20	38	-18	-47.4%	0.1%	0.1%	0.0%
United - Mesa	20	20	0	20	0.0%	144	134	10	7.5%	0.4%	0.3%	0.1%
United - Republic Airways	0	0	2	(2)	-100.0%	30	130	-100	-76.9%	0.1%	0.3%	-0.2%
United - SkyWest	8	8	8	0	0.0%	170	466	-296	-63.5%	0.5%	1.2%	-0.7%
United - Trans States	6	6	38	(32)	-84.2%	6	468	-462	-98.7%	0.0%	1.2%	-1.2%
Other - Charters	10	10	14	(4)	-28.6%	76	40	36	90.0%	0.2%	0.1%	0.1%
<b>Subtotal</b>	<b>2,982</b>	<b>2,984</b>	<b>3,376</b>	<b>(392)</b>	<b>-11.6%</b>	<b>30,778</b>	<b>32,990</b>	<b>-2,212</b>	<b>-6.7%</b>	<b>82.9%</b>	<b>83.2%</b>	<b>-0.3%</b>

DHL - Ameriflight, Inc.	46	44	2	4.5%	434	434	0	0.0%	1.2%	1.1%	0.1%
Federal Express	46	44	2	4.5%	442	430	12	2.8%	1.2%	1.1%	0.1%
Federal Express - Wiggins Airways	150	208	(58)	-27.9%	1,462	1,884	-422	-22.4%	3.9%	4.8%	-0.9%
United Parcel Service	86	80	6	7.5%	708	702	6	0.9%	1.9%	1.8%	0.1%
<b>Subtotal</b>	<b>328</b>	<b>376</b>	<b>(48)</b>	<b>-12.8%</b>	<b>3,046</b>	<b>3,450</b>	<b>-404</b>	<b>-11.7%</b>	<b>8.2%</b>	<b>8.7%</b>	<b>-0.5%</b>

Charter, Corporate & Diversions	337	311	26	8.4%	3,290	3,212	78	2.4%	8.9%	8.1%	0.8%
<b>Total</b>	<b>3,649</b>	<b>4,063</b>	<b>(414)</b>	<b>-10.2%</b>	<b>37,114</b>	<b>39,652</b>	<b>-2,538</b>	<b>-6.4%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>0.0%</b>

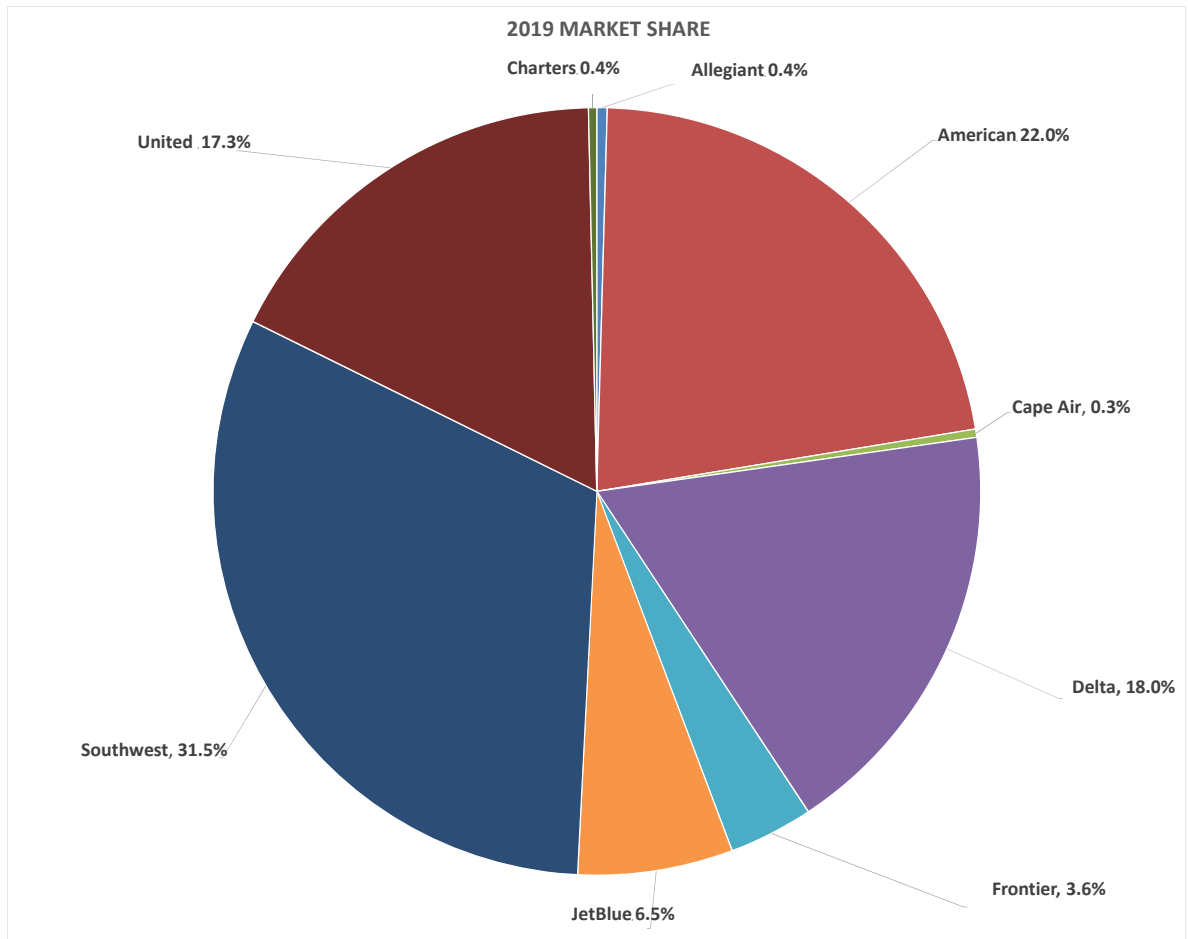
## Albany International Airport Landed Weights 2016 - 2019 For the ten months ended October 31



		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)	148,943,975	140,696,948	8,247,027	136,093,437	9.4%	136,249,073	142,019,773
April	(Actual)	147,433,306	143,280,167	4,153,139	138,592,135	6.4%	136,505,291	135,028,314
May	(Actual)	148,624,852	150,472,077	(1,847,224)	145,548,731	2.1%	140,846,914	139,980,749
June	(Actual)	148,440,298	145,739,073	2,701,225	140,970,587	5.3%	133,835,433	133,960,121
July	(Actual)	149,788,017	149,711,669	76,348	144,813,203	3.4%	138,796,395	140,184,045
August	(Actual)	148,593,387	148,340,625	252,762	143,487,018	3.6%	140,343,697	137,206,202
September	(Actual)	134,203,060	133,017,578	1,185,482	128,665,331	4.3%	126,632,991	130,566,058
<b>October</b>	<b>(ACTUAL)</b>	<b>145,174,948</b>	<b>148,910,201</b>	<b>(3,735,253)</b>	<b>144,037,958</b>	<b>0.8%</b>	<b>131,118,304</b>	<b>137,092,985</b>
November	(Projected)	134,726,585	134,013,405	713,179	129,628,576	3.9%	124,636,868	132,288,190
December	(Projected)	136,326,205	135,604,558	721,647	131,167,667	3.9%	124,327,179	128,999,178
<b>Total</b>		<b>1,679,955,899</b>	<b>1,671,063,000</b>	<b>8,892,899</b>	<b>1,616,386,930</b>	<b>3.9%</b>	<b>1,575,561,523</b>	<b>1,590,691,408</b>

YTD Landed Weight      1,408,903,109    1,401,445,037    7,458,072    1,355,590,687    3.9%    1,326,597,475    1,329,404,040

## Albany International Airport Landed Weights Per Carrier For the ten months ended October 31



Carrier	Current Month		#	%	Year To Date		#	%	YTD Market Share		%
	2019	2018			Change	Change			2019	2018	
Allegiant	5,870,893	0	5,870,893	100.0%	74,012,203	0	74,012,203	100.0%	5.3%	0.0%	5.3%
American	12,887,206	11,979,901	907,305	7.6%	91,450,725	107,210,411	(15,759,686)	-14.7%	6.5%	7.9%	-1.4%
American Eagle	19,277,221	18,042,517	1,234,704	6.8%	203,022,931	194,281,165	8,741,766	4.5%	14.4%	14.3%	0.1%
Boutique Air	0	0	0	0.0%	0	2,489,923	(2,489,923)	-100.0%	0.0%	0.2%	-0.2%
Cape Air	0	1,233,000	(1,233,000)	-100.0%	4,644,301	11,864,198	(7,219,897)	-60.9%	0.3%	0.9%	-0.5%
Delta	17,366,400	16,318,502	1,047,898	6.4%	163,803,907	154,716,117	9,087,790	5.9%	11.6%	11.4%	0.2%
Delta Connection	7,735,301	7,560,913	174,389	2.3%	77,122,940	59,829,450	17,293,490	28.9%	5.5%	4.4%	1.1%
Elite Airlines	0	0	0	0.0%	0	2,182,000	(2,182,000)	-100.0%	0.0%	0.2%	-0.2%
Frontier	5,830,119	3,535,113	2,295,006	100.0%	47,608,506	4,103,904	43,504,602	100.0%	3.4%	0.3%	3.1%
JetBlue	8,987,776	8,958,474	29,302	0.3%	87,559,684	86,029,790	1,529,894	1.8%	6.2%	6.3%	-0.1%
One Jet	0	0	0	0.0%	0	11,115,418	(11,115,418)	-100.0%	0.0%	0.8%	-0.8%
Southwest	40,512,000	48,066,000	(7,554,000)	-15.7%	422,383,200	483,610,399	(61,227,199)	-12.7%	30.0%	35.7%	-5.7%
United	14,991,851	14,285,126	706,725	100.0%	119,425,045	101,147,580	18,277,465	18.1%	8.5%	7.5%	1.0%
United Expresses	11,060,582	13,215,757	(2,155,175)	-16.3%	113,138,263	134,546,174	(21,407,911)	-15.9%	8.0%	9.9%	-1.9%
Charters/Divisions	655,599	842,656	(187,057)	-22.2%	4,731,403	2,464,156	2,267,247	92.0%	0.3%	0.2%	0.2%
<b>Total</b>	<b>145,174,948</b>	<b>144,037,958</b>	<b>1,136,990</b>	<b>0.8%</b>	<b>1,408,903,109</b>	<b>1,355,590,687</b>	<b>53,312,423</b>	<b>3.9%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>0.0%</b>

YTD Budget	YTD Actual	# Variance	% Variance
1,401,445,037	1,408,903,109	7,458,072	0.5%

# Albany International Airport

## Cargo, Mail & Express Handled by Carrier

### For the ten months ended October 31

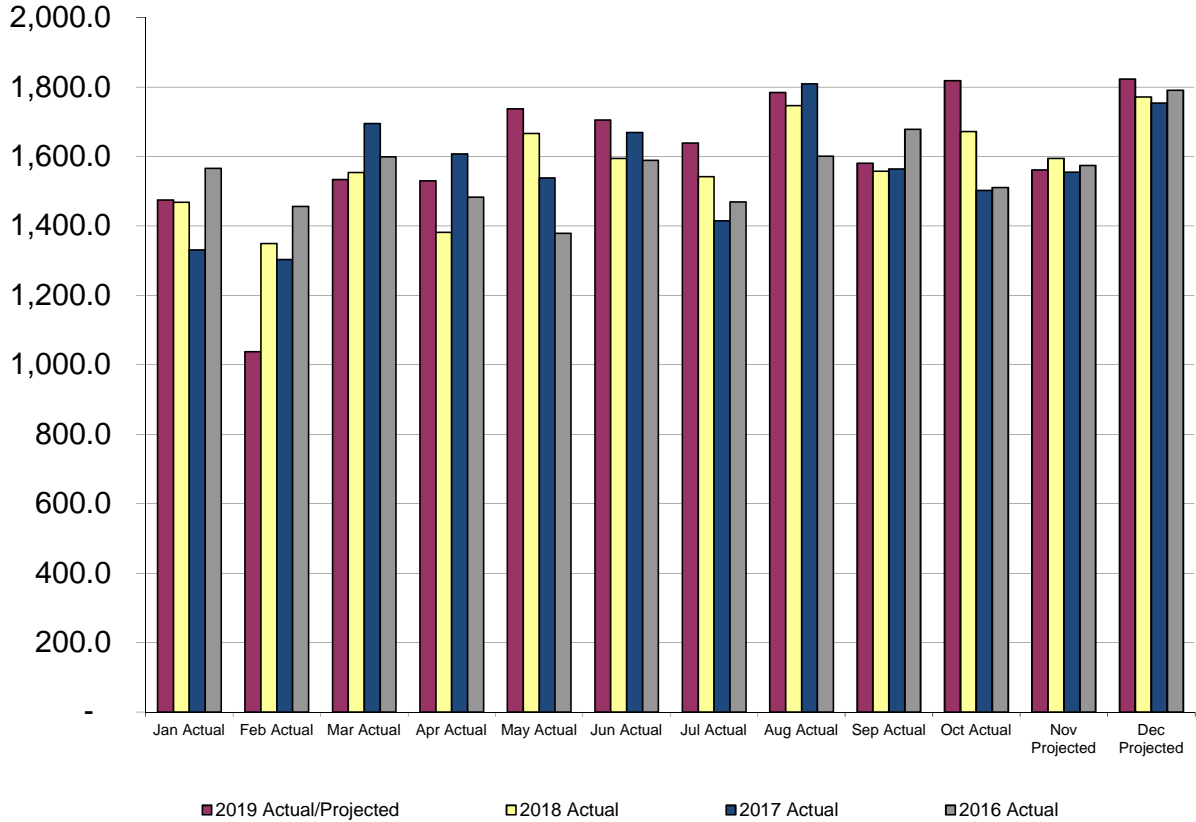
(In Tons)

	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	929.33	871.82	6.6%	600.63	509.85	17.8%
May	984.11	1,011.26	-2.7%	753.02	655.23	14.9%
June	883.57	970.52	-9.0%	820.97	624.09	31.5%
July	942.71	940.60	0.2%	695.91	600.88	15.8%
August	963.63	1,039.71	-7.3%	820.55	706.45	16.2%
September	834.83	925.13	-9.8%	745.74	632.21	18.0%
October	973.99	1,023.92	-4.9%	843.79	647.75	30.3%
November		976.95	-100.0%		617.48	-100.0%
December		928.31	-100.0%		842.98	-100.0%
<b>Total</b>	<b>8,918.22</b>	<b>9,542.67</b>	<b>-6.5%</b>	<b>6,919.55</b>	<b>5,987.62</b>	<b>15.6%</b>
<b>Total Fiscal Year</b>		<b>12,039.20</b>			<b>6,700.28</b>	

Carrier	Cargo, Mail & Express		19 vs. 18	Cargo, Mail & Express	
	2019	2018	% Change	2017	2016
American	0.18	1.54	-88.1%	26.07	43.67
American - Air Wisconsin	0.00	0.08	-100.0%	1.27	4.02
American - Envoy	0.95	0.60	58.6%	0.22	3.13
American - Piedmont	21.34	2.57	729.8%	1.56	2.69
American - PSA	19.34	10.46	84.9%	2.29	0.53
American - Republic Airways	0.02	0.00	0.0%	0.06	0.01
American - Skywest	140.44	0.00	0.0%	0.02	0.31
American - Trans States	0.00	1.25	0.0%	0.06	0.00
Delta	68.08	97.04	-29.8%	61.86	69.07
Southwest	301.89	328.99	-8.2%	407.44	394.82
United	5.09	29.40	-82.7%	11.57	2.64
<b>Airline Subtotal</b>	<b>557.32</b>	<b>471.93</b>	<b>18.1%</b>	<b>512.43</b>	<b>520.88</b>
DHL - Ameriflight, Inc.	416.57	451.80	-7.8%	481.92	354.05
Federal Express	7,285.90	7,589.37	-4.0%	7,695.94	7,901.41
Federal Express - Wiggins Airways	556.02	789.86	-29.6%	892.64	1,046.24
United Parcel Serv	7,021.96	6,227.32	12.8%	5,848.85	5,504.67
<b>Subtotal Cargo</b>	<b>15,280.45</b>	<b>15,058.36</b>	<b>1.5%</b>	<b>14,919.35</b>	<b>14,806.37</b>
<b>Total</b>	<b>15,837.77</b>	<b>15,530.29</b>	<b>2.0%</b>	<b>15,431.78</b>	<b>15,327.25</b>
<b>Total Fiscal Year</b>		<b>18,739.48</b>		<b>18,692.11</b>	<b>19,372.93</b>

## Albany International Airport Cargo, Mail & Express 2016 - 2019 For the ten months ended October 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
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 (Actual)	1,530.0	1,509.0	21.0	1.4%	1,381.7	10.7%	1,607.6	1,482.5	
May (Actual)	1,737.1	1,642.5	94.7	5.8%	1,666.5	4.2%	1,537.5	1,379.0	
June (Actual)	1,704.5	1,574.3	130.3	8.3%	1,594.6	6.9%	1,669.2	1,588.9	
July (Actual)	1,638.6	1,508.9	129.8	8.6%	1,541.5	6.3%	1,414.4	1,468.6	
August (Actual)	1,784.2	1,630.3	153.9	9.4%	1,746.2	2.2%	1,808.9	1,601.0	
September (Actual)	1,580.6	1,603.7	(23.1)	-1.4%	1,557.3	1.5%	1,563.4	1,677.6	
<b>October (ACTUAL)</b>	<b>1,817.8</b>	<b>1,631.4</b>	<b>186.4</b>	<b>11.4%</b>	<b>1,671.7</b>	<b>8.7%</b>	<b>1,502.2</b>	<b>1,510.3</b>	
November (Projected)	1,560.7	1,526.2	34.5	2.3%	1,594.4	-2.1%	1,554.4	1,574.1	
December (Projected)	1,822.3	1,782.0	40.3	2.3%	1,771.3	2.9%	1,753.3	1,790.7	
		19,220.7	18,796.0	424.7	2.3%	18,896.0	1.7%	18,739.5	18,692.1
YTD Cargo, Mail, & Express		15,837.8	15,487.8	350.0	2.3%	15,530.3	2.0%	15,431.8	15,327.3



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



# **Financial Information**

Albany County Airport Authority  
Statements of Net Position

	Unaudited October 31, 2019	Audited December 31, 2018
<b><u>ASSETS</u></b>		
<b>CURRENT ASSETS</b>		
Unrestricted Assets		
Cash and cash equivalents	\$ 32,931,605	\$ 27,170,120
Accounts receivable - net	543,170	2,206,229
Due from Albany County	-	248,724
Prepaid Expenses	427,113	951,673
Total Unrestricted Assets	33,901,888	30,576,746
Restricted Assets		
CFC Funds	0	-
Capital Funds	12,836,154	25,897,864
PFC Funds	14,981,022	13,904,279
Revenue Bond Funds	19,992,613	12,778,763
FAA Restricted Funds:	1,078,495	198,096
Concession Improvement Funds	937,592	859,098
Total Restricted Assets	49,825,876	53,638,100
Total Current Assets	83,727,764	84,214,846
<b>NON-CURRENT ASSETS</b>		
Bond Insurance Premiums	250,774	300,790
Capital Assets	272,080,177	237,254,042
Prepaid Expenses	240,538	255,973
Total Non-Current Assets	272,571,489	237,810,805
Total Assets	356,299,253	322,025,651
<b><u>DEFERRED OUTFLOWS OF RESOURCES</u></b>		
Refunding	3,031,913	3,031,913
OPEB Expenses	34,725	34,725
Pension Expenses	782,773	782,773
Total Deferred Outflows of Resources	3,849,411	3,849,411
<b><u>LIABILITIES AND NET ASSETS</u></b>		
<b>CURRENT LIABILITIES</b>		
Payable from Unrestricted Assets	\$ 3,595,214	\$ 7,117,841
Payable from Restricted Assets	21,477,169	9,320,889
Total Current Liabilities	25,072,383	16,438,730
<b>NON-CURRENT LIABILITIES</b>		
Bonds and other debt obligations	86,676,494	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	93,450,770	93,450,771
Total Liabilities	118,523,153	109,889,501
<b><u>DEFERRED INFLOWS OF RESOURCES</u></b>		
Concession Improvement Funds	937,592	859,098
OPEB expenses	64,289	64,289
Pension expenses	492,514	492,514
Total Deferred Inflows of Resources	1,494,395	1,415,901
<b><u>NET POSITION</u></b>		
Invested in Capital Assets, net of Related Debt	185,116,461	170,718,128
Restricted	30,981,024	26,650,235
Unrestricted	24,033,631	17,201,297
Net Position	240,131,116	214,569,660

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

	2019 Adopted FY Budget	Budget YTD	OCTOBER 2019			October 2018 YTD Actual	2019 Actual / Prior Year Var %
			Actual YTD	Variance YTD	Variance %		
<b>AIRPORT REVENUES</b>							
Airline	\$ 15,065,276	\$ 12,508,405	\$ 12,996,483	\$ 488,078	3.90%	\$ 12,294,689	5.71%
Non-Airline	30,777,802	25,955,225	27,376,216	1,420,991	5.47%	25,498,132	7.37%
Total Revenues	45,843,078	38,463,630	40,372,699	1,909,069	4.96%	37,792,821	6.83%
<b>FIXED BASED OPERATOR RETAIL SALES</b>							
Fixed Based Operator Retail Sales	8,083,298	6,643,714	6,579,092	(64,622)	-0.97%	6,805,277	-3.32%
Cost of Sales	5,494,245	4,488,750	4,139,142	349,608	7.79%	4,506,140	8.14%
Net FBO Retail Sales	2,589,053	2,154,964	2,439,950	284,986	13.22%	2,299,137	6.12%
<b>EXPENSE SUMMARY</b>							
AvPorts-Airport Management	24,011,186	20,025,450	19,508,435	517,015	2.58%	18,691,072	-4.37%
Million Air-FBO Management Authority	3,265,773	2,756,282	2,816,785	(60,503)	-2.20%	2,609,951	-7.92%
Authority	4,862,390	4,124,546	4,034,525	90,021	2.18%	3,924,804	-2.80%
Total Expenses	32,139,349	26,906,278	26,359,745	546,533	2.03%	25,225,827	-4.50%
<b>OPERATING RESULTS</b>	16,292,782	13,712,316	16,452,904	2,740,588	19.99%	14,866,131	10.67%
<b>OTHER REVENUES (EXPENSES)</b>							
Interest Earnings	875,457	729,548	1,222,410	492,862	67.56%	177,701	587.90%
Passenger Facility Charges	4,516,141	3,763,450	3,763,450	0	0.00%	2,500,000	50.54%
ACAA '99 EFC Debt	(712,765)	(593,971)	(593,971)	0	0.00%	(372,670)	-59.38%
ACAA '10 A Debt Service	(8,172,601)	(6,810,501)	(6,810,501)	0	0.00%	(8,855,120)	23.09%
ACAA '17 A Debt Service	(430,225)	(358,521)	(358,521)	0	0.00%	(631,150)	43.20%
ACAA '17 B Debt Service	(1,130,125)	(941,771)	(941,771)	0	0.00%	(1,003,270)	6.13%
ACAA '18 A Debt Service	(771,322)	(642,768)	(642,768)	0	0.00%	0	100.00%
ACAA '18 B Debt Service	(703,378)	(586,148)	(586,148)	0	0.00%	(59,758)	100.00%
Line of Credit Interest	0	0	(33,678)	(33,678)	100.00%	0	100.00%
Special Item - LIBOR Settlement	0	0	0	0	0.00%	1,496,915	100.00%
Extraordinary Item - Sale of Land	0	0	0	0	0.00%	148,595	100.00%
Non-Capital Equipment	(432,090)	(360,075)	(355,541)	4,534	-1.26%	(368,716)	3.57%
Insurance Recoveries	0	0	8,704	8,704	100.00%	76,654	88.65%
Insured Expenses	0	0	0	0	100.00%	(76,654)	100.00%
Customer Facility Charges Income	0	0	309,457	309,457	100.00%	0	100.00%
Customer Facility Charges Expense	0	0	(309,457)	(309,457)	100.00%	0	100.00%
Grant Income	138,700	115,583	115,520	(63)	-0.05%	289,217	60.06%
Improvement Charges	368,400	307,000	307,000	0	0.00%	307,000	0.00%
Total Other Revenues(Expenses)	(6,453,808)	(5,378,174)	(4,905,815)	472,359	-8.78%	(6,371,256)	23.00%
<b>NET RESULTS BEFORE RESERVES</b>	9,838,974	8,334,142	11,547,089	3,212,947	38.55%	8,494,875	-35.93%
Less: Capital Improvements	(3,306,134)	(2,755,112)	(2,755,112)	0	0.00%	(2,603,080)	-5.84%
Less: Reserve Requirements	(435,879)	(435,879)	(435,879)	0	0.00%	(200,381)	117.53%
<b>NET RESULTS</b>	6,096,961	5,143,151	8,356,098	3,212,947	62.47%	5,691,414	-46.82%
Revenue Sharing:							
Transfer to/from Airlines (50%)	3,048,481	2,571,576	4,178,049	1,606,474	62.47%	2,845,707	-46.82%
Authority Share (50%)	3,048,481	2,571,576	4,178,049	1,606,474	62.47%	2,845,707	-46.82%
Less: Airline Incentives	(1,000,000)	(833,333)	(1,180,386)	(347,053)	41.65%	(111,000)	963.41%
Net Authority Share	\$ 2,048,481	\$ 1,738,242	\$ 2,997,663	\$ 1,259,421	72.45%	\$ 2,734,707	9.62%

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	884,983	1,461,110	916,451
APRIL	1,521,553	983,736	1,781,702	1,358,849	1,804,780	1,083,612
MAY	1,449,727	911,910	1,560,561	1,151,239	1,749,157	1,066,326
JUNE	1,471,425	933,608	1,808,441	1,524,382	1,460,459	653,885
JULY	1,717,001	1,179,184	2,048,838	1,393,367	1,913,878	870,137
AUGUST	1,629,546	1,091,729	2,081,822	1,612,892	1,712,667	667,343
SEPTEMBER	1,219,386	681,568	1,550,546	1,046,520	1,377,820	2,377,965
OCTOBER	1,813,529	1,227,205	1,757,460	1,656,491	1,683,346	523,046
Sub Total	\$ 13,712,316	\$ 8,285,636	\$ 16,452,904	\$ 11,950,745	\$ 14,866,131	\$ 8,494,875
NOVEMBER	1,317,012	779,195				
DECEMBER	1,263,454	774,143				
TOTAL	\$ 16,292,782	\$ 9,838,974	\$ 16,452,904	\$ 11,950,745	\$ 14,866,131	\$ 8,494,875

Albany County Airport Authority  
Revenue Summary

	2019	OCTOBER 2019			October	2019 Actual /	
	Adopted FY Budget	Budget YTD	Actual YTD	Variance YTD	Variance %	2018 Actual	Prior Year Variance %
<b>AIRLINE REVENUES</b>							
COMMERCIAL	\$ 6,728,685	\$ 5,585,637	\$ 5,681,219	\$ 95,582	1.71%	\$ 5,440,148	4.43%
CARGO	581,234	472,288	462,391	(9,897)	-2.10%	465,274	-0.62%
TERMINAL	6,462,546	5,385,456	5,731,615	346,161	6.43%	5,310,349	7.93%
FBO	1,292,811	1,065,024	1,121,258	56,234	5.28%	1,078,918	3.92%
TOTAL AIRLINE REVENUES	15,065,276	12,508,405	12,996,483	488,080	3.90%	12,294,689	5.71%
<b>NON-AIRLINE REVENUES</b>							
AIRFIELD	517,879	463,181	466,743	3,562	0.77%	455,056	2.57%
TERMINAL	3,549,419	2,986,265	3,238,982	252,717	8.46%	2,806,433	15.41%
GROUND TRANSPORTATION	21,082,046	17,774,354	18,995,177	1,220,823	6.87%	17,823,246	6.58%
OTHER AIRPORT	5,628,458	4,731,425	4,675,314	(56,111)	-1.19%	4,413,397	5.93%
TOTAL NON AIRLINE REVENUES	30,777,802	25,955,225	27,376,216	1,420,991	5.47%	25,498,132	7.37%
TOTAL REVENUES	\$ 45,843,078	\$38,463,630	\$40,372,699	\$ 1,909,071	4.96%	\$37,792,821	6.83%

Albany County Airport Authority  
Net FBO Retail Sales  
For the Ten Months Ending Thursday, October 31, 2019

	2019	October 2019			October 2018 Actual	2019 Act... Prior Year Variance %
	Adopted... Budget	Budget YTD	Actual YTD	Variance YTD		
<b>FIXED BASED OPERATOR RETAIL SALES</b>						
Jet A Fuel Sales	\$5,782,543	\$4,954,258	\$4,821,578	(\$132,680)	-2.68%	\$4,763,902 1.21%
Fuel Costs - Jet A	(3,383,148)	(2,898,549)	(2,701,485)	197,065	-6.80%	(2,741,147) -1.45%
Fuel Discounts - Jet A	(350,000)	(299,866)	(328,303)	(28,437)	9.48%	(313,686) 4.66%
<b>Net Jet A Fuel Sales</b>	<b>2,049,395</b>	<b>1,755,842</b>	<b>1,791,791</b>	<b>35,948</b>	<b>2.05%</b>	<b>1,709,069 4.84%</b>
AvGas Fuel Sales	274,825	239,275	285,583	46,307	19.35%	234,565 21.75%
Fuel Costs - AvGas	(208,635)	(181,646)	(221,586)	(39,939)	21.99%	(177,924) 24.54%
Fuel Discounts - AvGas	(4,000)	(3,483)	(3,763)	(281)	8.06%	(3,008) 25.10%
<b>Net AvGas Fuel Sales</b>	<b>62,190</b>	<b>54,146</b>	<b>60,234</b>	<b>6,088</b>	<b>11.24%</b>	<b>53,633 12.31%</b>
Commercial AvGas Fuel Sales	256,631	214,019	133,376	(80,644)	-37.68%	323,457 -58.77%
Fuel Costs-Comm AvGas	(233,069)	(194,370)	(118,412)	75,958	-39.08%	(291,863) -59.43%
<b>Net Comm AvGas Fuel Sales</b>	<b>23,562</b>	<b>19,649</b>	<b>14,964</b>	<b>(4,686)</b>	<b>-23.85%</b>	<b>31,594 -52.64%</b>
Auto & Diesel Fuel Sales	330,581	268,557	240,706	(27,851)	-10.37%	260,420 -7.57%
Fuel Costs - Auto & Diesel	(278,000)	(213,375)	(181,056)	32,319	-15.15%	(202,926) -10.78%
<b>Net Auto &amp; Diesel Fuel Sales</b>	<b>52,581</b>	<b>55,182</b>	<b>59,650</b>	<b>4,468</b>	<b>8.10%</b>	<b>57,494 3.75%</b>
Deicing Services	734,920	476,020	715,300	239,280	50.27%	707,051 1.17%
Deicing Costs Type I, Type IV	(390,173)	(252,272)	(254,920)	(2,648)	1.05%	(252,076) 1.13%
<b>Net Deicing Services</b>	<b>344,747</b>	<b>223,748</b>	<b>460,380</b>	<b>236,632</b>	<b>105.76%</b>	<b>454,975 1.19%</b>
Deicing Consortium	643,220	441,856	324,673	(117,183)	-26.52%	463,077 -29.89%
Deicing Costs Type I, Type IV	(643,220)	(441,856)	(327,974)	113,881	-25.77%	(521,879) -37.16%
<b>Net Deicing Consortium</b>	<b>0</b>	<b>0</b>	<b>(3,302)</b>	<b>(3,302)</b>	<b>0.00%</b>	<b>(58,802) -94.39%</b>
FBO Services	60,578	49,729	57,876	8,147	16.38%	52,805 9.60%
Catering	(1,000)	(833)	(117)	716	-85.92%	0 0.00%
Oil	(3,000)	(2,500)	(1,526)	974	-38.96%	(1,631) -6.45%
<b>Net FBO Services</b>	<b>56,578</b>	<b>46,395</b>	<b>56,233</b>	<b>9,838</b>	<b>21.20%</b>	<b>51,174 9.89%</b>
<b>NET FBO RETAIL SALES</b>	<b>2,589,053</b>	<b>2,154,964</b>	<b>2,439,950</b>	<b>284,986</b>	<b>13.22%</b>	<b>2,299,137 6.12%</b>

Albany County Airport Authority  
Expense Summary

	2019	OCTOBER 2019			October	2019 Actual /	
	Adopted FY Budget	Budget YTD	Actual YTD	Variance YTD	Variance %	2018 Actual	Prior Year Variance %
<b>EXPENSES - SUMMARY</b>							
AvPort-Airport Management	\$ 24,011,186	\$ 20,025,450	\$ 19,508,435	\$ 517,015	2.6%	\$ 18,691,072	-4.4%
Million Air-FBO Management Authority	3,265,773	2,756,282	2,816,785	(60,503)	-2.2%	2,609,951	-7.9%
	4,862,390	4,124,546	4,034,525	90,021	2.2%	3,924,804	-2.8%
	<u>\$ 32,139,349</u>	<u>\$ 26,906,278</u>	<u>\$ 26,359,745</u>	<u>\$ 546,533</u>	<u>2.0%</u>	<u>\$ 25,225,827</u>	<u>-4.5%</u>
<b>EXPENSES BY CATEGORY</b>							
Personal Services	\$ 11,231,810	\$ 9,242,893	\$ 9,043,541	\$ 199,352	2.2%	\$ 8,597,708	-5.2%
Employee Benefits	5,668,604	4,731,245	4,487,805	243,440	5.1%	4,267,326	-5.2%
Utilities & Communications	2,205,123	1,921,231	1,656,901	264,330	13.8%	1,787,936	7.3%
<b>Purchased Services</b>							
Accounting & Auditing	61,000	52,366	104,561	(52,195)	-99.7%	50,946	-105.2%
Insurance	808,178	801,303	808,693	(7,390)	-0.9%	737,476	-9.7%
Legal Services	50,000	41,667	23,120	18,546	44.5%	149,905	84.6%
Public Safety	309,107	255,911	289,712	(33,801)	-13.2%	265,772	-9.0%
Albany County Sheriffs	2,731,859	2,276,549	2,276,549	-	0.0%	2,189,713	-4.0%
Parking Valet Service	350,000	304,076	384,759	(80,683)	-26.5%	311,615	-23.5%
Employee Shuttle	25,000	25,000	15,000	10,000	0.0%	25,000	40.0%
Ground Transportation	-	-	33,600	(33,600)	100.0%	-	100.0%
Janitorial	499,204	415,894	489,265	(73,371)	200.0%	456,476	300.0%
Public Communications	975,374	802,886	609,706	193,180	300.0%	642,264	400.0%
Special Studies	69,200	57,667	75,320	(17,653)	400.0%	103,446	500.0%
Professional Services	879,160	738,650	703,886	34,764	500.0%	694,886	600.0%
Total Purchased Services	<u>6,758,082</u>	<u>5,771,969</u>	<u>5,814,171</u>	<u>(42,203)</u>	<u>-0.7%</u>	<u>5,627,499</u>	<u>-3.3%</u>
<b>Material &amp; Supplies</b>							
Airfield	914,500	733,348	522,227	211,121	28.8%	639,554	18.3%
Buildings	2,134,569	1,777,023	2,294,450	(517,426)	-29.1%	1,945,806	-17.9%
Grounds	897,785	796,664	613,323	183,341	23.0%	567,740	-8.0%
Vehicles	944,900	750,257	805,865	(55,607)	-7.4%	666,834	-20.8%
Total Material & Supplies	<u>4,891,754</u>	<u>4,057,293</u>	<u>4,235,867</u>	<u>(178,568)</u>	<u>-4.4%</u>	<u>3,819,937</u>	<u>-10.9%</u>
Office Administration	477,206	401,443	350,561	50,883	12.7%	312,576	-12.2%
	906,770	780,205	770,902	9,303	1.2%	812,849	5.2%
Total Expenses	<u>\$ 32,139,349</u>	<u>\$ 26,906,279</u>	<u>\$ 26,359,748</u>	<u>\$ 546,537</u>	<u>2.0%</u>	<u>\$ 25,225,831</u>	<u>-4.5%</u>
<b>DEPARTMENT SUMMARY (DIRECT &amp; INDIRECT)</b>							
<b>Direct Cost Centers</b>							
Airfield	\$ 3,408,313	\$ 2,807,296	\$ 2,364,079	\$ 443,217	15.8%	\$ 2,661,201	11.2%
FBO	2,581,429	2,166,505	2,263,108	(96,603)	-4.5%	2,087,524	-8.4%
Terminal	5,575,507	4,677,530	4,836,393	(158,863)	-3.4%	4,607,979	-5.0%
Loading Bridges	311,452	258,352	260,893	(2,541)	-1.0%	274,800	5.1%
Parking	4,725,138	3,966,768	3,801,736	165,032	4.2%	3,350,067	-13.5%
Landside	1,271,568	1,097,998	1,142,390	(44,392)	-4.0%	1,051,988	-8.6%
Total Direct Cost Centers	<u>17,873,407</u>	<u>14,974,449</u>	<u>14,668,599</u>	<u>305,850</u>	<u>2.0%</u>	<u>14,033,559</u>	<u>-4.5%</u>
<b>Indirect Cost Center</b>							
ARFF	2,144,562	1,776,551	1,646,302	130,249	7.3%	1,546,512	-6.5%
Operations	1,005,988	833,494	869,010	(35,516)	-4.3%	819,315	-6.1%
Security	3,152,170	2,626,184	2,568,952	57,231	2.2%	2,499,856	-2.8%
Vehicles & Equipment	1,505,340	1,225,550	1,147,929	77,622	6.3%	1,159,720	1.0%
Airport Mgmt Administration	911,147	755,726	870,749	(115,023)	-15.2%	719,634	-21.0%
FBO Administration	684,344	589,777	553,676	36,101	6.1%	522,428	-6.0%
Airport Authority Administration	4,862,390	4,124,546	4,034,525	90,021	2.2%	3,924,804	-2.8%
Total Indirect Cost Centers	<u>14,265,941</u>	<u>11,931,828</u>	<u>11,691,143</u>	<u>240,685</u>	<u>2.0%</u>	<u>11,192,269</u>	<u>-4.5%</u>
Total Expenses	<u>\$ 32,139,348</u>	<u>\$ 26,906,277</u>	<u>\$ 26,359,742</u>	<u>\$ 546,535</u>	<u>2.0%</u>	<u>\$ 25,225,828</u>	<u>-4.5%</u>

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



## **Airport Revenues**

ALBANY COUNTY AIRPORT AUTHORITY  
For the Ten Months Ending Thursday, October 31, 2019

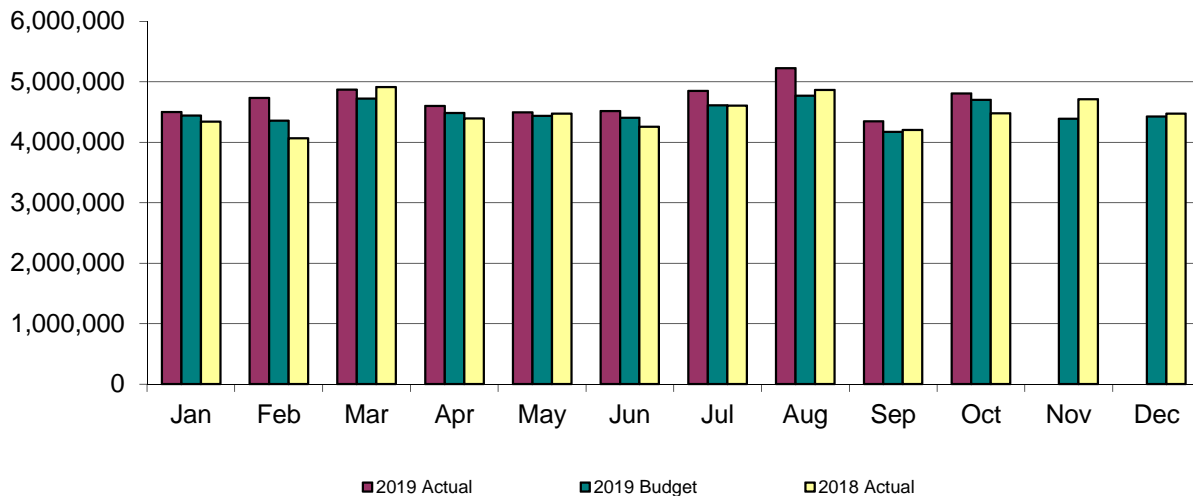
	2019	October 2019			October 2018 Actual	2019 Actual/ Prior Year Variance %
	Adopted FY Budget	Budget YTD	Actual YTD	Variance YTD		
<b>AIRLINE REVENUES</b>						
<b>COMMERCIAL</b>						
Landing Fees	\$5,619,263	\$4,712,622	\$4,763,791	\$51,169	1.09%	\$4,539,928 4.93%
Airline Apron Fees	749,370	631,067	671,873	40,806	6.47%	577,008 16.44%
Glycol Disposal Fee	360,052	241,948	245,555	3,607	1.49%	323,212 -24.03%
<b>CARGO</b>						
Landing Fee	581,234	472,288	462,391	(9,897)	-2.10%	465,274 -0.62%
<b>TERMINAL</b>						
Loading Bridges	562,011	468,343	576,427	108,085	23.08%	500,400 15.19%
Space Rental	5,900,535	4,917,113	5,155,188	238,076	4.84%	4,809,949 7.18%
<b>FBO</b>						
Into Plane Fees	666,474	551,475	579,435	27,960	5.07%	562,410 3.03%
Fuel Farm Fee	626,337	513,549	541,823	28,274	5.51%	516,508 4.90%
<b>TOTAL AIRLINE REVENUES</b>	<b>15,065,276</b>	<b>12,508,404</b>	<b>12,996,483</b>	<b>488,079</b>	<b>3.90%</b>	<b>12,294,688 5.71%</b>
<b>NON-AIRLINE REVENUES</b>						
<b>AIRFIELD</b>						
General Av Landing Fees	276,222	245,997	245,639	(358)	-0.15%	231,858 5.94%
Aircraft Parking Fees	206,657	188,332	173,384	(14,948)	-7.94%	172,440 0.55%
Tenant Maintenance	35,000	28,852	47,720	18,868	65.40%	50,758 -5.98%
<b>Total Airfield</b>	<b>517,879</b>	<b>463,181</b>	<b>466,744</b>	<b>3,562</b>	<b>0.77%</b>	<b>455,057 2.57%</b>
<b>TERMINAL</b>						
FIS Facility Use Fee	0	0	0	0	0.00%	1,520 -100.00%
Utility Reimbursement	24,000	19,539	19,621	83	0.42%	19,618 0.02%
Tenant Maintenance	25,000	20,512	6,409	(14,103)	-68.76%	19,559 -67.23%
Space Rent - Non Airline	737,745	615,198	615,872	673	0.11%	608,142 1.27%
Food & Beverage	1,000,812	827,433	1,012,735	185,302	22.39%	706,927 43.26%
Retail	887,626	759,696	809,145	49,449	6.51%	723,189 11.89%
Advertising	300,000	250,213	247,997	(2,216)	-0.89%	251,880 -1.54%
Foreign Currency	26,600	22,167	8,867	(13,300)	-60.00%	22,167 -60.00%
Payphones	2,141	1,915	1,049	(867)	-45.24%	1,666 -37.04%
ATM	36,803	30,815	28,901	(1,914)	-6.21%	29,479 -1.96%
Museum Shop	256,092	214,689	191,483	(23,207)	-10.81%	192,802 -0.68%
Operating Permits	212,385	190,163	255,255	65,092	34.23%	195,983 30.24%
Vending Machines	33,215	28,092	28,972	879	3.13%	27,670 4.71%
Baggage Cart Rentals	7,000	5,833	12,678	6,845	117.34%	5,833 117.34%
<b>Total Terminal</b>	<b>3,549,419</b>	<b>2,986,265</b>	<b>3,238,982</b>	<b>252,717</b>	<b>8.46%</b>	<b>2,806,433 15.41%</b>
<b>GROUND TRANSPORTATION</b>						
Parking	15,283,333	12,863,636	13,672,558	808,921	6.29%	12,818,602 6.66%
Rental Cars	5,177,978	4,389,976	4,691,936	301,961	6.88%	4,553,646 3.04%
Access Fees	330,970	279,271	253,668	(25,604)	-9.17%	272,574 -6.94%
TNCs	200,000	166,667	300,559	133,893	80.34%	105,804 184.07%
Garage Space Rent	89,765	74,804	76,456	1,652	2.21%	72,620 5.28%
<b>Total Ground Transportation</b>	<b>21,082,046</b>	<b>17,774,354</b>	<b>18,995,177</b>	<b>1,220,823</b>	<b>6.87%</b>	<b>17,823,246 6.58%</b>



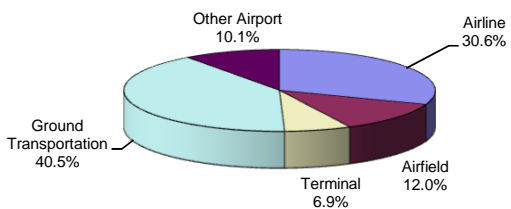
ALBANY COUNTY AIRPORT AUTHORITY  
For the Ten Months Ending Thursday, October 31, 2019

	2019	October 2019			October 2018 Actual	2019 Actual/ Prior Year Variance %	
	Adopted FY Budget	Budget YTD	Actual YTD	Variance YTD			Variance %
<b>OTHER AIRPORT</b>							
Telephone System -	71,000	61,078	55,620	(5,458)	-8.94%	58,918	-5.60%
Building Rental	110,882	96,282	103,866	7,584	7.88%	100,556	3.29%
Control Tower Rental	665,776	554,813	554,813	0	0.00%	554,813	0.00%
Air Cargo Facility	922,420	796,504	750,098	(46,406)	-5.83%	762,582	-1.64%
State Executive Hangar	1,247,083	1,039,236	1,039,236	0	0.00%	1,039,236	0.00%
T Hangars	100,328	83,607	90,055	6,448	7.71%	84,651	6.38%
Tie Downs	4,176	3,480	3,473	(7)	-0.21%	3,480	-0.21%
AV Gas Fuel Sales	41,068	37,136	34,622	(2,514)	-6.77%	34,754	-0.38%
FBO Properties	387,384	320,552	295,232	(25,320)	-7.90%	305,080	-3.23%
Industrial Park	568,282	472,758	468,733	(4,026)	-0.85%	459,027	2.11%
Land Rental	314,289	261,944	269,094	7,150	2.73%	260,877	3.15%
Eclipse Hangar	331,373	275,973	277,002	1,030	0.37%	34,323	707.05%
Hangar Rental	526,833	439,246	426,562	(12,684)	-2.89%	415,450	2.67%
Internet and Cable Access	7,680	6,800	6,800	0	0.00%	8,670	-21.57%
Fingerprinting	26,000	21,667	40,247	18,580	85.75%	24,834	62.06%
Tenant Maintenance	1,000	833	6,964	6,131	735.75%	178	3821.99%
Purchasing Proposals	5,000	4,167	490	(3,677)	-88.24%	855	-42.69%
Ebay/Scrap/Equipment	15,000	12,500	5,718	(6,782)	-54.25%	7,146	-19.98%
Utility Reimbursement	170,000	141,634	139,592	(2,042)	-1.44%	133,412	4.63%
Reimb of Property Taxes	42,883	42,883	27,804	(15,079)	-35.16%	42,883	-35.16%
Other	70,000	58,333	79,294	20,960	35.93%	81,673	-2.91%
<b>Total Other Airport</b>	<b>5,628,458</b>	<b>4,731,425</b>	<b>4,675,313</b>	<b>(56,111)</b>	<b>-1.19%</b>	<b>4,413,397</b>	<b>5.93%</b>
<b>TOTAL NON AIRLINE REVENUES</b>							
	<u>30,777,801</u>	<u>25,955,226</u>	<u>27,376,216</u>	<u>1,420,990</u>	<u>5.47%</u>	<u>25,498,133</u>	<u>7.37%</u>
<b>TOTAL REVENUES</b>	<u><b>45,843,078</b></u>	<u><b>38,463,629</b></u>	<u><b>40,372,699</b></u>	<u><b>1,909,069</b></u>	<u><b>4.96%</b></u>	<u><b>37,792,821</b></u>	<u><b>6.83%</b></u>

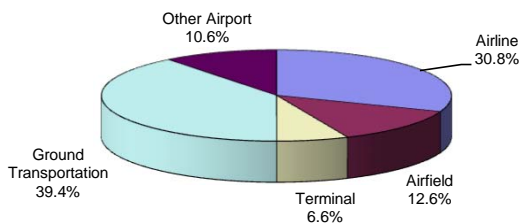
# Albany International Airport Operating Revenue For the ten months ended October 31



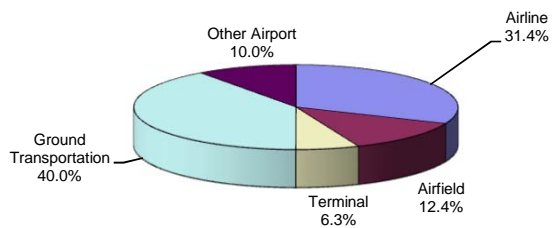
**YTD 2019 Actual**



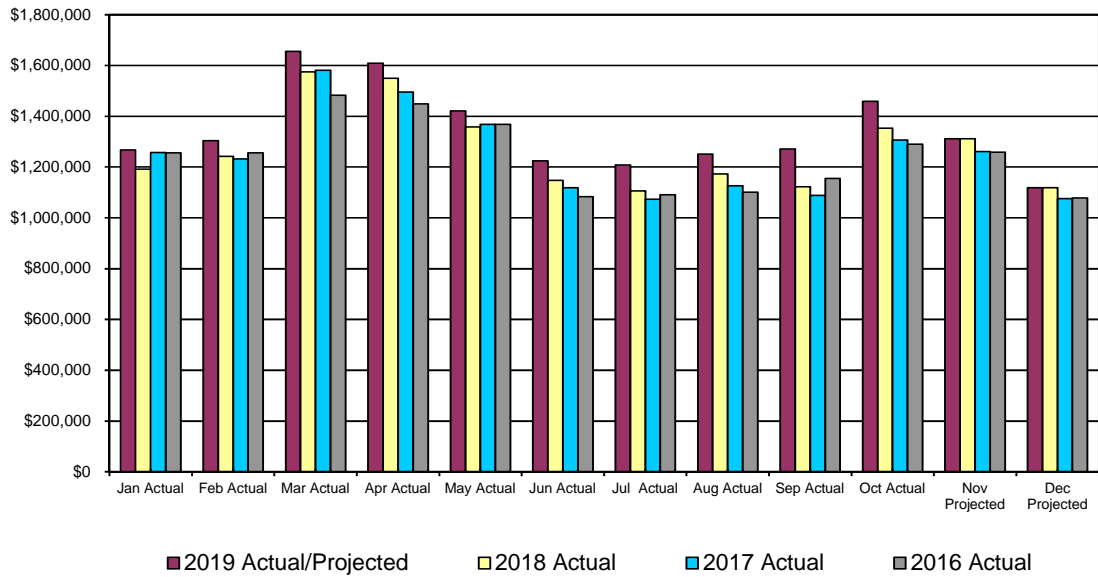
**YTD 2019 Budget**



**YTD 2018 Actual**



## Albany International Airport Public Parking Revenues 2016-2019 For the ten months ended October 31

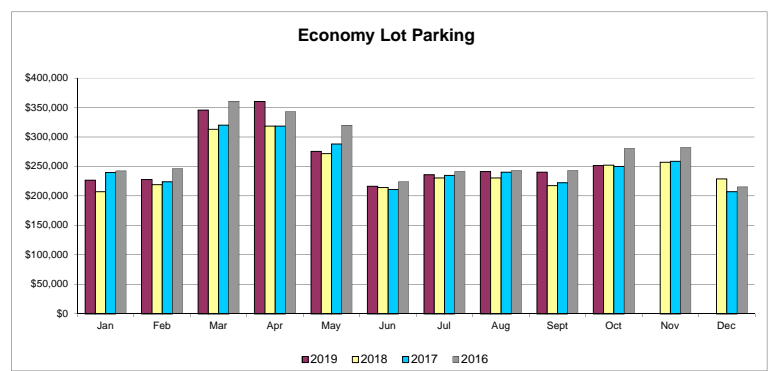
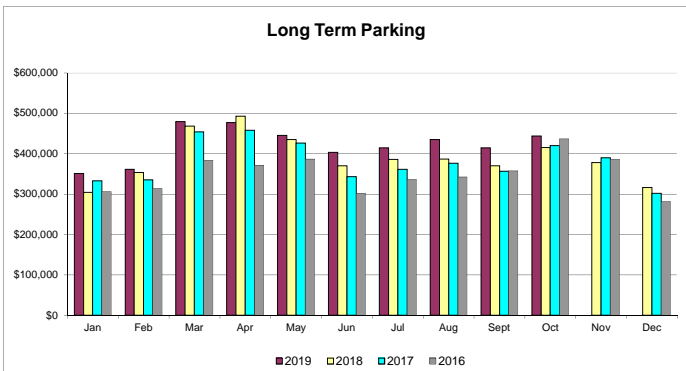
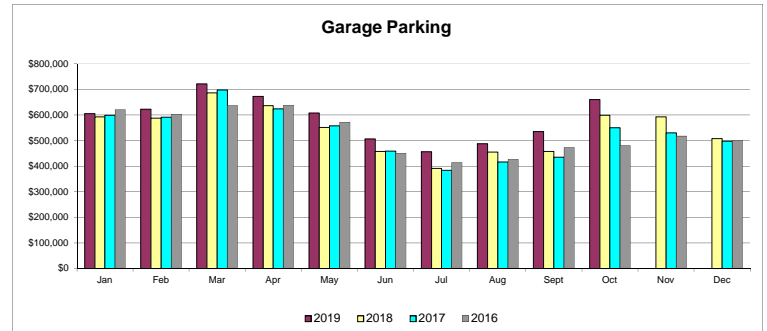
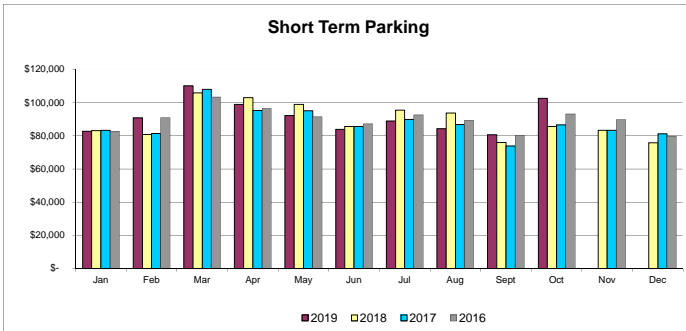


YTD Revenues	2019	% of Total Revenues	2018	2019 vs. 2018	2017	2016
Cash	\$1,283,966	9.4%	\$1,242,055	3.4%	\$1,334,292	\$1,465,098
Credit Cards	4,173,392	30.5%	2,098,743	98.9%	1,801,405	1,751,139
Express Credit Card Machine	4,843,992	35.4%	6,155,801	-21.3%	6,234,629	6,187,846
Express EZ Pass	2,592,599	19.0%	2,882,351	-10.1%	2,871,875	2,710,788
EZ Pass	735,389	5.4%	395,363	86.0%	361,302	376,514
Misc Parking Revenue (*)	42,633	0.3%	44,289	-3.7%	44,792	42,258
Total Rev handled at the Parking Location	\$13,671,971	100.0%	\$12,818,602	153.1%	\$12,648,294	\$12,533,643

(\*) 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 (Actual)	1,609,555	1,521,748	87,807	1,550,273	3.8%	1,495,565	1,449,407
May (Actual)	1,421,577	1,386,547	35,030	1,358,290	4.7%	1,368,602	1,368,289
June (Actual)	1,224,225	1,133,472	90,753	1,147,240	6.7%	1,118,414	1,083,242
July (Actual)	1,207,722	1,107,479	100,243	1,106,181	9.2%	1,073,350	1,091,119
August (Actual)	1,250,979	1,151,398	99,581	1,173,263	6.6%	1,125,907	1,101,308
September (Actual)	1,271,091	1,139,091	132,000	1,122,276	13.3%	1,088,340	1,155,036
<b>October (ACTUAL)</b>	<b>1,459,224</b>	<b>1,337,356</b>	<b>121,868</b>	<b>1,353,320</b>	<b>7.8%</b>	<b>1,306,746</b>	<b>1,290,474</b>
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
<b>Total</b>	<b>\$16,243,716</b>	<b>\$15,283,333</b>	<b>\$818,118</b>	<b>\$15,248,081</b>	<b>6.5%</b>	<b>\$14,985,272</b>	<b>\$14,870,476</b>
YTD Revenues	\$13,671,971	\$12,863,638	\$808,333	\$12,818,602	6.7%	\$12,648,294	\$12,533,643
YTD Enplanements	1,283,495	1,258,519	24,976	1,230,585	4.3%	1,194,215	1,184,008
Revenue Per Enplanement:	\$10.65	\$10.22	\$0.43	\$10.42	2.2%	\$10.59	\$10.59

## Albany International Airport Public Parking by Parking Lots 2016-2019 For the ten months ended October 31



### Current Month

	2019	2019 Budget	2019 Variance	2018	2019 vs. 2018	2017	2016
Short Term	\$ 102,709	\$ 89,785	\$ 12,924	\$ 85,609	20.0%	\$ 86,565	\$ 93,153
Long Term	444,100	430,414	13,686	414,945	7.0%	420,416	436,579
Garage	659,832	551,280	108,552	599,001	10.2%	549,713	480,402
E Lot	251,403	264,859	(13,456)	252,383	-0.4%	249,995	280,321
Employee Parking	0	1,018	(1,018)	1,215	-100.0%	683	1,110
Customer Adjustments	967	0	967	46	2002.2%	(435)	(738)
Short/Over	213	0	213	121	76.0%	(191)	(353)
<b>Total</b>	<b>\$ 1,459,224</b>	<b>\$ 1,337,356</b>	<b>\$ 121,868</b>	<b>\$ 1,353,320</b>	<b>7.8%</b>	<b>\$ 1,306,746</b>	<b>\$ 1,290,474</b>

### YTD Revenues

	2019	2019 Budget	2019 Variance	2018	2019 vs. 2018	2017	2016
Short Term	\$ 915,185	\$ 914,372	\$ 813	\$ 908,457	0.7%	\$ 886,070	\$ 907,583
Long Term	4,225,340	3,851,411	373,929	3,980,872	6.1%	3,863,802	3,536,835
Garage	5,874,473	5,427,111	447,362	5,416,484	8.5%	5,311,616	5,309,844
E Lot	2,620,290	2,627,731	(7,441)	2,473,965	5.9%	2,547,892	2,743,491
Employee Parking	39,739	43,010	(3,271)	43,916	-9.5%	41,458	41,728
Customer Adjustments	(2,448)	0	(2,448)	(5,554)	-55.9%	(2,510)	(4,885)
Short/Over	(608)	0	(608)	462	-231.6%	(34)	(953)
<b>Total</b>	<b>\$ 13,671,971</b>	<b>\$ 12,863,638</b>	<b>\$ 808,333</b>	<b>\$ 12,818,602</b>	<b>6.7%</b>	<b>\$ 12,648,294</b>	<b>\$ 12,533,643</b>

Parking Activity 2019

Monthly Totals

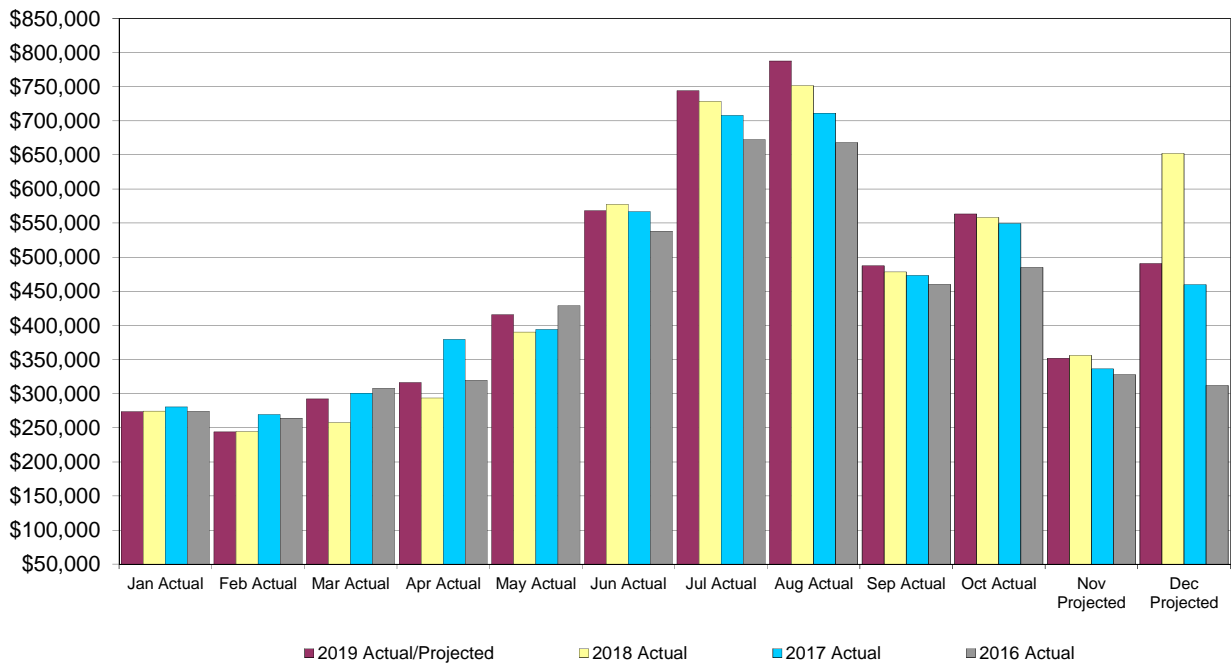
	SHORT TERM / LOT A				GARAGE				LONG TERM / LOT D				ECONOMY / LOT E				Total
	#	\$	\$/#	%	#	\$	\$/#	%	#	\$	\$/#	%	#	\$	\$/#	%	\$
January	20,887	\$82,689	\$3.96	6.5%	11,539	\$604,822	\$52.42	47.8%	8,748	\$351,086	\$40.13	27.8%	5,695	\$226,529	\$39.78	17.9%	\$1,265,126
February	17,919	\$90,794	\$5.07	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	24,208	\$98,905	\$4.09	6.2%	12,661	\$672,231	\$53.09	41.8%	12,645	\$476,999	\$37.72	29.7%	9,957	\$359,991	\$36.15	22.4%	\$1,608,126
May	25,378	\$92,244	\$3.63	6.5%	12,912	\$607,673	\$47.06	42.8%	11,729	\$445,189	\$37.96	31.3%	8,156	\$275,670	\$33.80	19.4%	\$1,420,776
June	26,824	\$83,877	\$3.13	6.9%	10,600	\$506,347	\$47.77	41.8%	9,885	\$403,283	\$40.80	33.3%	6,511	\$216,424	\$33.24	17.9%	\$1,209,931
July	31,499	\$88,870	\$2.82	7.4%	9,210	\$456,013	\$49.51	38.2%	9,267	\$414,245	\$44.70	34.7%	6,469	\$235,984	\$36.48	19.7%	\$1,195,112
August	30,044	\$84,355	\$2.81	6.8%	9,915	\$488,058	\$49.22	39.1%	9,771	\$434,695	\$44.49	34.8%	6,723	\$241,304	\$35.89	19.3%	\$1,248,412
September	22,172	\$80,614	\$3.64	6.3%	11,067	\$535,507	\$48.39	42.1%	9,781	\$414,621	\$42.39	32.6%	7,000	\$239,956	\$34.28	18.9%	\$1,270,698
October	22,629	\$102,709	\$4.54	7.0%	13,375	\$659,832	\$49.33	45.3%	10,722	\$444,064	\$41.42	30.5%	7,616	\$251,403	\$33.01	17.2%	\$1,458,008
November																	
December																	
Total	245,326	\$915,185	\$3.73	6.7%	115,812	\$5,874,473	\$50.72	43.1%	105,049	\$4,225,304	\$40.22	31.0%	73,993	\$2,620,290	\$35.41	19.2%	\$13,635,252

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	86,780	\$382,516	\$4.41	6.6%	48,733	\$2,621,043	\$53.78	44.9%	43,894	\$1,669,207	\$38.03	28.6%	31,518	\$1,159,549	\$36.79	19.9%	\$5,832,315
May	112,158	\$474,760	\$4.23	6.5%	61,645	\$3,228,716	\$52.38	44.5%	55,623	\$2,114,396	\$38.01	29.2%	39,674	\$1,435,219	\$36.18	19.8%	\$7,253,091
June	138,982	\$558,637	\$4.02	6.6%	72,245	\$3,735,063	\$51.70	44.1%	65,508	\$2,517,679	\$38.43	29.7%	46,185	\$1,651,643	\$35.76	19.5%	\$8,463,022
July	170,481	\$647,507	\$3.80	6.7%	81,455	\$4,191,076	\$51.45	43.4%	74,775	\$2,931,924	\$39.21	30.4%	52,654	\$1,887,627	\$35.85	19.5%	\$9,658,134
August	200,525	\$731,862	\$3.65	6.7%	91,370	\$4,679,134	\$51.21	42.9%	84,546	\$3,366,619	\$39.82	30.9%	59,377	\$2,128,931	\$35.85	19.5%	\$10,906,546
September	222,697	\$812,476	\$3.65	6.7%	102,437	\$5,214,641	\$50.91	42.8%	94,327	\$3,781,240	\$40.09	31.1%	66,377	\$2,368,887	\$35.69	19.5%	\$12,177,244
October	245,326	\$915,185	\$3.73	6.7%	115,812	\$5,874,473	\$50.72	43.1%	105,049	\$4,225,304	\$40.22	31.0%	73,993	\$2,620,290	\$35.41	19.2%	\$13,635,252
November																	
December																	

# Albany International Airport Rental Car Revenues 2016-2019 For the ten months ended October 31

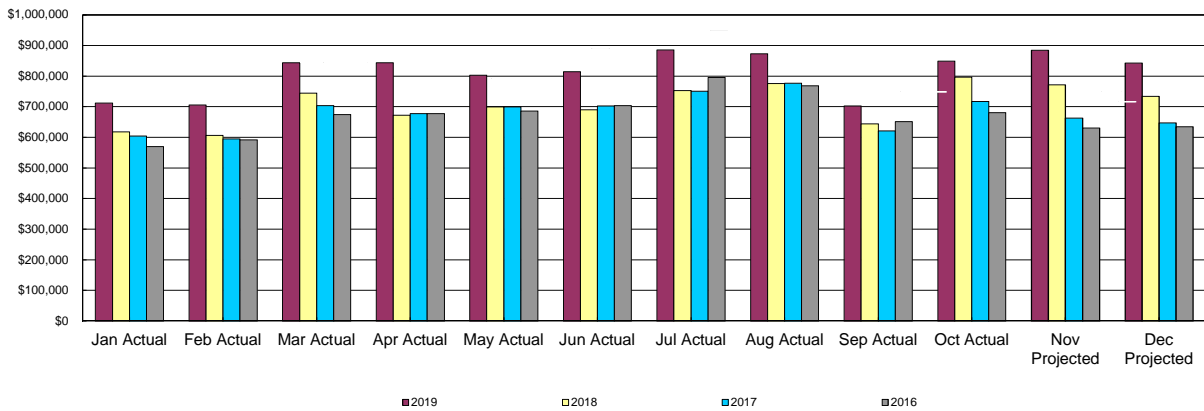


YTD Revenues		2019	2019 Budget	2019 Variance	2018	2019 vs. 2018	2017	2016
On Airport Rental Car Rev		\$4,663,864	\$4,231,325	\$432,539	\$4,358,938	\$304,925	\$4,430,346	\$4,268,550
Off Airport Rental Car Rev		28,072	158,651	(130,579)	194,708	(166,636)	201,496	148,625
<b>Total YTD</b>		<b>\$4,691,936</b>	<b>\$4,389,976</b>	<b>\$301,960</b>	<b>\$4,553,646</b>	<b>\$138,289</b>	<b>\$4,631,842</b>	<b>\$4,417,172</b>
		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)	292,438	280,085	12,353	257,554	13.5%	300,825	307,890
April	(Actual)	316,211	321,266	(5,055)	293,529	7.7%	379,319	319,224
May	(Actual)	415,543	392,036	23,507	390,188	6.5%	394,053	428,748
June	(Actual)	568,224	542,589	25,635	577,170	-1.5%	566,799	537,901
July	(Actual)	743,889	680,263	63,626	728,505	2.1%	707,627	672,335
August	(Actual)	787,627	688,162	99,465	751,410	4.8%	711,095	667,716
September	(Actual)	487,483	455,003	32,480	478,515	1.9%	473,049	460,324
<b>October</b>	<b>(ACTUAL)</b>	<b>563,137</b>	<b>511,144</b>	<b>51,993</b>	<b>557,914</b>	<b>0.9%</b>	<b>549,416</b>	<b>484,966</b>
November	(Projected)	351,599	328,971	22,628	356,094	-1.3%	336,262	328,000
December	(Projected)	490,606	459,032	31,574	652,180	-24.8%	459,637	312,090
<b>Total</b>		<b>5,534,140</b>	<b>\$5,177,978</b>	<b>\$356,162</b>	<b>5,561,921</b>	<b>-0.5%</b>	<b>\$5,427,741</b>	<b>\$5,057,262</b>

YTD Revenues	\$4,691,936	\$4,389,976	\$301,960	\$4,553,646	3.0%	\$4,631,842	\$4,417,172
YTD Enplanements	1,283,495	1,258,519	24,976	1,230,585	4.3%	1,194,215	1,184,008
Revenue Per Enplanement:	\$3.66	\$3.49	\$0.17	\$3.70	-1.1%	\$3.88	\$3.73

# Albany International Airport Food & Beverage Sales & Revenues 2016-2019 For the ten months ended October 31

Gross Food & Beverage Sales



Sales per Enplanement:		Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	YTD
<b>2019</b>	HMS Host	\$4.33	\$4.45	\$4.43	\$4.37	\$4.17	\$4.45	\$4.27	\$4.11	\$3.92	\$4.20			\$4.27
	OHM	\$2.35	\$2.16	\$1.99	\$1.94	\$2.02	\$1.84	\$1.88	\$1.91	\$1.93	\$2.02			\$2.00
	<b>Total 2019</b>	<b>\$6.68</b>	<b>\$6.61</b>	<b>\$6.42</b>	<b>\$6.31</b>	<b>\$6.18</b>	<b>\$6.29</b>	<b>\$6.15</b>	<b>\$6.02</b>	<b>\$5.85</b>	<b>\$6.22</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$6.27</b>

Sales per Enplanement:		Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	YTD
<b>2018</b>	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	\$1.20
	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	\$4.16
	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	\$0.05
	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	\$0.23
	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	\$0.09
<b>Total 2018</b>	<b>\$5.94</b>	<b>\$5.90</b>	<b>\$5.91</b>	<b>\$5.57</b>	<b>\$5.63</b>	<b>\$5.55</b>	<b>\$5.48</b>	<b>\$5.59</b>	<b>\$5.69</b>	<b>\$6.00</b>	<b>\$6.45</b>	<b>\$6.30</b>	<b>\$5.73</b>	

Sales per Enplanement:		Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	YTD
<b>2017</b>	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	\$0.98
	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	\$3.85
	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	\$0.41
	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	\$0.49
<b>Total 2017</b>	<b>\$5.69</b>	<b>\$5.82</b>	<b>\$5.88</b>	<b>\$5.67</b>	<b>\$5.80</b>	<b>\$5.84</b>	<b>\$5.69</b>	<b>\$5.74</b>	<b>\$5.58</b>	<b>\$5.64</b>	<b>\$5.73</b>	<b>\$6.00</b>	<b>\$5.74</b>	

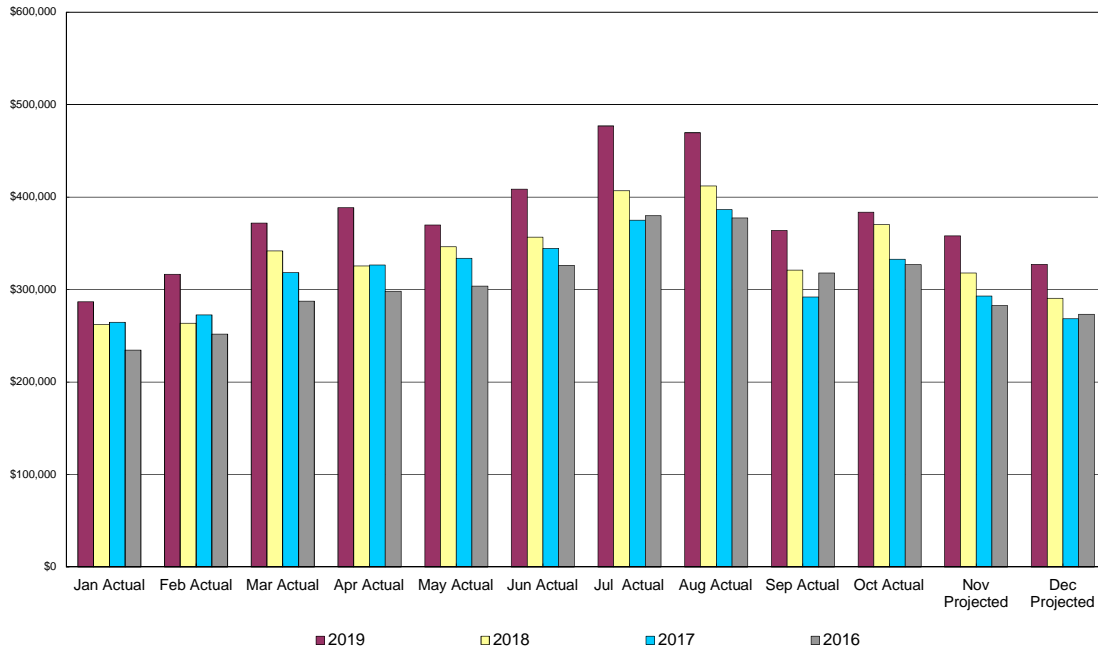
Sales per Enplanement:		Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	YTD
<b>2016</b>	McDonalds	\$0.96	\$0.98	\$0.92	\$0.96	\$0.91	\$0.94	\$1.01	\$0.97	\$0.97	\$0.97	\$0.99	\$1.03	\$0.96
	HMS Host	\$3.74	\$3.79	\$3.76	\$3.72	\$3.91	\$4.00	\$4.03	\$3.79	\$3.84	\$3.73	\$3.60	\$3.94	\$3.83
	Greenleaf's	\$0.42	\$0.45	\$0.46	\$0.47	\$0.46	\$0.48	\$0.45	\$0.41	\$0.37	\$0.37	\$0.39	\$0.37	\$0.43
	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	\$0.51
<b>Total 2016</b>	<b>\$5.57</b>	<b>\$5.73</b>	<b>\$5.64</b>	<b>\$5.68</b>	<b>\$5.80</b>	<b>\$5.97</b>	<b>\$6.08</b>	<b>\$5.75</b>	<b>\$5.63</b>	<b>\$5.52</b>	<b>\$5.47</b>	<b>\$5.86</b>	<b>\$5.74</b>	

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)	106,136	77,711	28,425	67,265	57.8%	65,228	65,817
May	(Actual)	102,957	82,531	20,426	70,417	46.2%	67,955	66,960
June	(Actual)	101,748	81,707	20,041	69,137	47.2%	68,162	68,057
July	(Actual)	110,146	90,729	19,417	76,437	44.1%	71,600	76,561
August	(Actual)	109,080	92,667	16,414	81,127	34.5%	75,973	74,763
September	(Actual)	88,594	79,737	8,857	68,439	29.4%	62,093	65,090
<b>October</b>	<b>(ACTUAL)</b>	<b>109,171</b>	<b>91,143</b>	<b>18,028</b>	<b>88,479</b>	<b>23.4%</b>	<b>73,404</b>	<b>68,546</b>
November	(Projected)	111,628	91,203	20,425	98,121	13.8%	68,188	70,403
December	(Projected)	100,579	82,176	18,403	89,705	12.1%	68,271	51,597
<b>Total</b>		<b>1,224,941</b>	<b>\$1,000,812</b>	<b>\$224,129</b>	<b>\$902,530</b>	<b>35.7%</b>	<b>\$803,939</b>	<b>\$785,197</b>
YTD Revenues		\$1,012,734	\$827,433	\$185,301	\$714,704	41.7%	\$667,480	\$663,197
YTD Enplanements		1,283,495	1,258,519	24,976	1,230,585	4.3%	1,194,215	1,184,008
Revenue Per Enplanement:		\$0.79	\$0.66	\$0.13	\$0.58	36.2%	\$0.56	\$0.56

# Albany International Airport Retail Sales & Revenues 2016-2019 For the ten months ended October 31

Gross Retail Sales



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	YTD
<b>Sales per Enplanement:</b>													
2019	\$2.69	\$2.97	\$2.83	\$2.91	\$2.85	\$3.15	\$3.31	\$3.24	\$3.03	\$2.81			\$2.98
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	\$2.77
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	\$2.71
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	\$2.61

ACAA Retail Revenues

		2019	2019	2018	2019 vs.	2017	2016	
		2019	Budget	Variance	2018	2018	2016	
January	(Actual)	\$67,806	\$66,042	\$1,764	\$62,868	7.9%	\$65,706	\$65,583
February	(Actual)	63,328	55,385	7,943	52,723	20.1%	55,583	55,584
March	(Actual)	74,379	71,868	2,511	68,414	8.7%	63,695	57,541
April	(Actual)	88,164	79,348	8,816	75,535	16.7%	75,478	69,653
May	(Actual)	74,028	72,771	1,257	69,274	6.9%	66,785	60,783
June	(Actual)	81,744	74,971	6,773	71,368	14.5%	68,968	65,255
July	(Actual)	105,823	96,447	9,376	91,812	15.3%	85,180	85,995
August	(Actual)	93,912	86,620	7,292	82,457	13.9%	77,344	75,532
September	(Actual)	72,793	67,516	5,277	64,271	13.3%	58,406	63,581
<b>October</b>	<b>(ACTUAL)</b>	<b>87,168</b>	<b>88,730</b>	<b>(1,562)</b>	<b>84,466</b>	<b>3.2%</b>	<b>76,689</b>	<b>75,432</b>
November	(Projected)	71,168	66,819	4,349	63,608	11.9%	58,637	56,553
December	(Projected)	65,088	61,111	3,978	58,174	11.9%	50,063	55,583
<b>Total</b>		<b>\$945,402</b>	<b>\$887,626</b>	<b>\$57,776</b>	<b>\$844,970</b>	<b>11.9%</b>	<b>\$802,534</b>	<b>\$787,075</b>
YTD Revenues		\$809,145	\$759,696	\$49,449	\$723,188	11.9%	\$693,834	\$674,939
YTD Enplanements		1,283,495	1,258,519	24,976	1,230,585	4.3%	1,194,215	1,184,008
Revenue Per Enplanement:		\$0.63	\$0.60	\$0.03	\$0.59	6.8%	\$0.58	\$0.57



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



# **AvPort Airport Operations**

Albany County Airport Authority  
Summary of AvPorts Expenses

	2019	October 2019			Variance %	October 2018 Actual	2019 Actual/ & Prior Year Variance %
	Adopted FY Budget	Budget YTD	Actual YTD	Variance YTD			
<b>EXPENSES BY CATEGORY</b>							
Personal Services	\$ 7,805,707	\$ 6,397,432	\$ 6,121,726	\$ 275,706	4.31%	\$ 5,785,646	-5.81%
Employee Benefits	3,694,377	3,076,338	2,838,361	237,978	7.74%	2,746,538	-3.34%
Utilities & Communications	2,019,051	1,762,563	1,513,467	249,097	14.13%	1,647,863	8.16%
Purchased Services							
Insurance	269,656	266,115	307,057	(40,943)	-15.39%	263,198	-16.66%
Legal	0	0	0	0	-100.00%	70,000	100.00%
Public Safety	309,107	255,911	289,712	(33,801)	-13.21%	265,772	-9.01%
Albany County Sheriffs	2,731,859	2,276,549	2,276,549	0	0.00%	2,189,713	-3.97%
Parking Valet Service	350,000	304,076	384,759	(80,683)	-26.53%	311,615	-23.47%
Employee Shuttle	25,000	25,000	15,000	10,000	40.00%	25,000	40.00%
Ground Transportation	0	0	33,600	(33,600)	100.00%	0	-100.00%
Janitorial	479,141	399,284	473,561	(74,277)	-18.60%	440,313	-7.55%
Public Communications	518,420	422,091	416,432	5,658	1.34%	429,354	3.01%
Special Studies	34,200	28,500	2,992	25,508	89.50%	12,378	75.83%
Professional Services	498,000	415,000	374,672	40,328	9.72%	389,068	3.70%
Total Purchased Services	5,215,383	4,392,526	4,574,334	(181,810)	-4.14%	4,396,411	-4.05%
Material & Supplies							
Airfield	914,500	733,348	522,227	211,121	28.79%	639,554	18.35%
Buildings	2,020,884	1,682,286	2,201,099	(518,813)	-30.84%	1,836,415	-19.86%
Grounds	874,185	776,747	596,263	180,484	23.24%	546,341	-9.14%
Vehicles	652,900	514,549	511,369	3,180	0.62%	452,382	-13.04%
Total Material & Supplies	4,462,469	3,706,930	3,830,958	(124,028)	-3.35%	3,474,692	-10.25%
Office Administration	212,248	174,519	112,583	61,936	35.49%	90,448	-24.47%
Administration	601,950	515,141	517,006	(1,865)	-0.36%	549,473	5.91%
Total Expenses	\$ 24,011,185	\$ 20,025,449	\$ 19,508,435	\$ 517,014	2.58%	\$ 18,691,071	-4.37%

**DEPARTMENT SUMMARY (DIRECT & INDIRECT)**

<b>Direct Cost Centers</b>							
Airfield	\$ 3,408,313	\$ 2,807,296	\$ 2,364,079	\$ 443,217	15.79%	\$ 2,661,201	11.16%
Terminal	5,575,507	4,677,530	4,836,393	(158,863)	-3.40%	4,607,979	-4.96%
Loading Bridges	311,452	258,352	260,893	(2,541)	-0.98%	274,800	5.06%
Parking	4,725,138	3,966,768	3,801,736	165,032	4.16%	3,350,067	-13.48%
Landside	1,271,568	1,097,998	1,142,390	(44,392)	-4.04%	1,051,988	-8.59%
Total Direct Cost Centers	15,291,978	12,807,944	12,405,491	402,453	3.14%	11,946,035	-3.85%
<b>Indirect Cost Center</b>							
ARFF	2,144,562	1,776,551	1,646,302	130,249	7.33%	1,546,512	-6.45%
Operations	1,005,988	833,494	869,010	(35,516)	-4.26%	819,315	-6.07%
Security	3,152,170	2,626,184	2,568,952	57,231	2.18%	2,499,856	-2.76%
Vehicles & Equipment	1,505,340	1,225,550	1,147,929	77,622	6.33%	1,159,720	1.02%
Airport Mgmt Administration	911,147	755,726	870,749	(115,023)	-15.22%	719,634	-21.00%
Total Indirect Cost Centers	8,719,207	7,217,505	7,102,942	114,563	1.59%	6,745,037	-5.31%
Total Expenses	\$ 24,011,185	\$ 20,025,449	\$ 19,508,433	\$ 517,016	2.58%	\$ 18,691,072	-4.37%

ALBANY COUNTY AIRPORT AUTHORITY  
Detail of AvPorts Departments  
For the Ten Months Ending Thursday, October 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
<b>EXPENSES</b>								
<b>Personal Services</b>								
11000	Salaries	\$7,088,746	\$545,288	\$488,068	\$57,220	\$5,861,848	\$5,384,265	\$477,583
12010	Overtime 1.5	678,976	30,518	42,425	(11,907)	505,873	701,456	(195,582)
12020	Overtime 2.0	37,985	489	469	20	29,711	36,006	(6,295)
	<b>Total Personal Services</b>	<b>7,805,707</b>	<b>576,296</b>	<b>530,962</b>	<b>45,334</b>	<b>6,397,432</b>	<b>6,121,726</b>	<b>275,706</b>
<b>Employee Benefits</b>								
21000	Social Security	563,085	40,078	39,339	739	463,194	453,837	9,357
22000	Health Insurance	2,173,435	181,120	172,585	8,535	1,811,196	1,689,910	121,286
24000	Medical Exams	21,600	1,800	179	1,621	18,000	11,390	6,610
25000	Uniforms & Laundry	46,700	3,892	2,896	996	38,917	41,567	(2,650)
25005	Uniform Purchases	32,600	1,797	1,209	588	24,187	16,545	7,642
26010	Disability Insurance	135,481	11,290	17,519	(6,229)	112,901	142,186	(29,286)
26020	Unemployment Insurance	52,123	410	0	410	51,475	43,629	7,846
26030	Workers Compensation	506,275	42,190	29,463	12,727	421,896	294,626	127,270
29001	Airport & FBO 401K	163,078	12,580	12,655	(75)	134,574	144,672	(10,098)
	<b>Total Employee Benefits</b>	<b>3,694,377</b>	<b>295,156</b>	<b>275,843</b>	<b>19,313</b>	<b>3,076,338</b>	<b>2,838,361</b>	<b>237,978</b>
<b>Utilities &amp; Communications</b>								
31000	Electric	1,456,250	89,342	96,611	(7,269)	1,251,919	1,026,070	225,849
33000	Natural Gas	273,500	9,337	9,984	(647)	236,469	209,175	27,294
34000	Sewer	92,400	0	0	0	92,400	79,331	13,069
35000	Water	106,150	0	0	0	106,150	131,136	(24,986)
36010	Telephone Charges-Local	13,870	1,156	1,137	19	11,558	11,416	143
36011	Tele Chg-Long Dist	675	56	38	19	562	432	130
36012	Telephone - Sheriff	4,200	350	338	12	3,500	3,356	144
36017	Payphones-Annual & Mo Serv	21,271	1,773	612	1,160	17,726	9,821	7,904
36018	Payphones-Monthly Usage	300	25	15	10	250	205	45
36020	Telephone Repairs	5,000	417	0	417	4,167	3,345	822
36030	Telephone-Cellular	42,000	3,500	6,266	(2,766)	35,000	37,397	(2,397)
36035	Radio Communications	0	0	100	(100)	0	100	(100)
36040	Paging Service	0	0	(348)	348	0	0	0
36060	Cable Television	3,435	286	(1,180)	1,467	2,863	1,684	1,178
	<b>Total Utilities &amp; Communications</b>	<b>2,019,051</b>	<b>106,242</b>	<b>113,572</b>	<b>(7,330)</b>	<b>1,762,563</b>	<b>1,513,467</b>	<b>249,097</b>
<b>PURCHASED SERVICES</b>								
<b>Insurance</b>								
42010	Airport Liability Insurance	5,750	479	485	(6)	4,792	4,846	(55)
42020	Automotive Insurance	68,378	0	0	0	68,378	77,061	(8,683)
42060	Property Insurance	180,028	0	0	0	180,028	212,103	(32,075)
42095	Insurance Claims	15,500	1,292	0	1,292	12,917	13,047	(130)
	<b>Total Insurance</b>	<b>269,656</b>	<b>1,771</b>	<b>485</b>	<b>1,286</b>	<b>266,115</b>	<b>307,057</b>	<b>(40,943)</b>
<b>Public Safety</b>								
44000	Public Safety	2,731,859	227,655	227,655	0	2,276,549	2,276,549	0
44005	Outside Security Services	298,107	17,198	21,436	(4,238)	246,745	282,173	(35,429)
44010	Armored Car Service	11,000	917	786	131	9,167	7,539	1,628
44020	Parking Valet Service	350,000	32,949	33,896	(947)	304,076	384,759	(80,683)
44030	Employee Shuttle Service	25,000	12,500	0	12,500	25,000	15,000	10,000
44035	Ground Transportation	0	0	0	0	0	33,600	(33,600)
	<b>Total Public Safety</b>	<b>3,415,966</b>	<b>291,218</b>	<b>283,773</b>	<b>7,445</b>	<b>2,861,537</b>	<b>2,999,620</b>	<b>(138,084)</b>

ALBANY COUNTY AIRPORT AUTHORITY  
Detail of AvPorts Departments  
For the Ten Months Ending Thursday, October 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
<b>Janitorial</b>							
45000 Janitorial Services	413,081	34,423	51,482	(17,058)	344,234	411,780	(67,546)
45010 Refuse Removal Services	66,060	5,505	11,601	(6,096)	55,050	61,780	(6,730)
<b>Total Janitorial</b>	<b>479,141</b>	<b>39,928</b>	<b>63,083</b>	<b>(23,155)</b>	<b>399,284</b>	<b>473,561</b>	<b>(74,277)</b>
<b>Public Communications</b>							
46012 Artistic Exhibits	100,817	7,194	4,875	2,319	87,160	75,140	12,020
46013 Museum Shop	266,471	22,729	35,028	(12,299)	208,987	215,352	(6,365)
46020 Passenger Information Booth	151,132	12,594	12,594	0	125,943	125,940	3
<b>Total Public Communications</b>	<b>518,420</b>	<b>42,518</b>	<b>52,497</b>	<b>(9,980)</b>	<b>422,091</b>	<b>416,432</b>	<b>5,658</b>
<b>Studies</b>							
47000 Special Studies	22,000	1,833	0	1,833	18,333	0	18,333
47010 GIS Services	12,200	1,017	0	1,017	10,167	2,992	7,175
<b>Total Studies</b>	<b>34,200</b>	<b>2,850</b>	<b>0</b>	<b>2,850</b>	<b>28,500</b>	<b>2,992</b>	<b>25,508</b>
<b>Professional Services</b>							
49010 Architectural	40,000	3,333	0	3,333	33,333	681	32,652
49020 Engineering Services	33,000	2,750	3,731	(981)	27,500	21,074	6,426
49040 Professional Management	425,000	35,417	35,417	0	354,167	352,917	1,250
<b>Total Professional Services</b>	<b>498,000</b>	<b>41,500</b>	<b>39,148</b>	<b>2,352</b>	<b>415,000</b>	<b>374,672</b>	<b>40,328</b>
<b>Total Purchased Services</b>	<b>5,215,383</b>	<b>419,785</b>	<b>438,987</b>	<b>(19,202)</b>	<b>4,392,526</b>	<b>4,574,335</b>	<b>(181,809)</b>
<b>MATERIALS &amp; SUPPLIES</b>							
<b>Airfield</b>							
51010 Fencing	10,000	57	0	57	8,508	2,775	5,733
51011 Airfield Lighting	100,000	7,563	0	7,563	90,214	18,800	71,413
51014 Pavement Repairs	10,000	833	0	833	8,333	133	8,200
51015 Apron Maintenance	50,000	0	24,097	(24,097)	35,068	81,905	(46,837)
51016 Runway Painting	40,000	2,489	0	2,489	35,432	20,070	15,362
51017 Airfield Shop Supplies	25,000	2,083	5,213	(3,130)	20,833	25,326	(4,493)
51019 Snow Removal Supplies	250,000	0	0	0	155,569	140,259	15,310
51020 Rubber Removal	35,000	0	0	0	27,901	22,192	5,709
51030 EMS Supplies	12,000	1,000	1,321	(321)	10,000	10,069	(69)
51031 ARFF Supplies	25,000	2,083	253	1,831	20,833	15,141	5,693
51032 Hazardous Material Supplies	6,000	500	(711)	1,211	5,000	3,486	1,514
51033 Foam	24,000	2,000	0	2,000	20,000	162	19,838
51052 Wastewater Conveyance	7,500	0	0	0	7,500	7,500	0
51053 Electric	95,000	2,733	2,320	412	86,927	65,535	21,392
51054 Sewer District Charges	5,000	0	0	0	5,000	0	5,000
51055 Water District Charges	20,000	738	554	184	17,537	25,995	(8,458)
51057 System Maint & Repairs	200,000	38,798	3,038	35,760	178,694	82,880	95,814
<b>Total Airfield</b>	<b>914,500</b>	<b>60,876</b>	<b>36,086</b>	<b>24,791</b>	<b>733,348</b>	<b>522,227</b>	<b>211,121</b>
<b>Buildings</b>							
52010 Alarm & PA Systems	107,995	9,000	20,747	(11,747)	89,996	86,325	3,671
52012 Card Access Control	55,000	4,583	2,680	1,903	45,833	48,950	(3,117)
52013 CTV Repair	35,000	2,917	3,787	(870)	29,167	28,504	662
52014 Key Access System	25,000	2,083	0	2,083	20,833	4,246	16,588
52020 Baggage System	20,000	1,667	7,533	(5,867)	16,667	86,965	(70,299)

ALBANY COUNTY AIRPORT AUTHORITY  
Detail of AvPorts Departments  
For the Ten Months Ending Thursday, October 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
52031 Electrical Repairs & Supplies	209,000	17,417	57,611	(40,194)	174,167	297,462	(123,296)
52032 Elevator Repairs & Supplies	120,000	10,000	5,606	4,394	100,000	103,758	(3,758)
52033 HVAC	211,000	17,583	13,199	4,385	175,833	151,560	24,273
52034 Roof	28,000	2,333	0	2,333	23,333	14,086	9,248
52035 Plumbing Repairs & Supplies	66,000	5,500	9,759	(4,259)	55,000	99,159	(44,159)
52036 Automatic Door Repairs	9,000	750	1,870	(1,120)	7,500	10,851	(3,351)
52037 Pest Control	16,640	1,387	2,459	(1,073)	13,867	23,349	(9,482)
Building Maintenance Contract							
52038 Services	0	0	0	0	0	7,542	(7,542)
52040 Fire Equipment Services	6,000	500	0	500	5,000	4,230	770
52041 Fire Equipment Testing	3,800	317	0	317	3,167	1,709	1,457
52050 US Customs	25,000	2,952	10,720	(7,768)	19,050	43,224	(24,174)
52051 Control Tower	300,000	25,000	29,066	(4,066)	250,000	318,903	(68,903)
52060 Building Maintenance	437,500	36,458	98,472	(62,014)	364,583	603,842	(239,259)
52062 Janitorial Supplies	153,500	12,792	18,057	(5,265)	127,917	135,800	(7,883)
52063 Window Washing	64,907	5,409	14,987	(9,578)	54,089	75,002	(20,913)
52071 ID Tags	27,000	2,250	3,412	(1,162)	22,500	31,841	(9,341)
52080 Sign Expense	4,000	333	1,255	(922)	3,333	8,353	(5,020)
52090 Flight Information Displays	96,542	8,045	750	7,295	80,452	15,437	65,015
<b>Total Buildings</b>	<b>2,020,884</b>	<b>169,275</b>	<b>301,970</b>	<b>(132,694)</b>	<b>1,682,286</b>	<b>2,201,099</b>	<b>(518,813)</b>
<b>Grounds</b>							
53010 Landscaping	19,200	0	1,020	(1,020)	19,200	7,789	11,411
53020 Fencing	1,500	125	0	125	1,250	14,264	(13,014)
53030 Pavement Repairs	120,000	0	19,536	(19,536)	120,000	55,082	64,918
53035 Utility Repairs	500	42	0	42	417	0	417
53040 Sign Expense	15,000	1,250	2,305	(1,055)	12,500	11,528	972
53041 Traffic Light Repairs	2,000	167	0	167	1,667	1,350	317
53045 Catch Basin Maintenance	3,000	250	0	250	2,500	0	2,500
53048 Snow Removal Supplies	70,000	0	0	0	66,443	0	66,443
53050 Snow Removal Services	265,600	0	0	0	238,283	262,644	(24,361)
53051 NYS Police Hangar Maint	125,000	10,417	8,455	1,962	104,167	90,188	13,979
53060 Dump Fees - Landfill	9,150	763	113	650	7,625	1,975	5,650
53070 Hazardous Waste Mgmt	12,300	1,025	0	1,025	10,250	1,980	8,270
53071 Wildlife Hazard Management	38,000	3,167	9,174	(6,007)	31,667	35,699	(4,032)
53078 Liquid Waste Disposal	30,000	2,500	0	2,500	25,000	3,110	21,890
53085 Land Lease	22,935	1,911	1,286	625	19,113	33,863	(14,750)
53090 T-Hangar Facility Maintenance	140,000	11,667	8,125	3,541	116,667	76,790	39,876
<b>Total Grounds</b>	<b>874,185</b>	<b>33,282</b>	<b>50,013</b>	<b>(16,731)</b>	<b>776,747</b>	<b>596,263</b>	<b>180,484</b>
<b>Vehicles</b>							
54010 Gasoline	67,000	7,756	2,084	5,672	55,844	42,039	13,804
54011 Diesel Fuel	137,000	7,895	3,870	4,025	108,929	83,999	24,931
54012 Oil / Grease	28,000	2,333	0	2,333	23,333	8,005	15,328
54015 CNG Fuel	23,000	1,400	1,699	(299)	20,056	17,722	2,334
54013 Vehicle / Equipment Tires	43,000	3,583	1,908	1,675	35,833	45,866	(10,033)
54021 Vehicle Repair & Maintenance	62,000	5,167	24,276	(19,110)	51,667	80,460	(28,793)
54022 Vehicle Communication Equip	7,000	583	0	583	5,833	6,319	(485)
54023 Sheriff Vehicle Repair & Maint	100	8	0	8	83	0	83
54030 General Equip Repair & Maint	70,800	5,900	3,778	2,122	59,000	16,830	42,170
54040 Heavy Equipment Maint	60,000	1,483	7,303	(5,820)	41,018	34,373	6,645
54045 ARFF Vehicle Repair & Maint	20,000	1,667	693	974	16,667	10,589	6,078
54050 Snow Equip Repair & Maint	80,000	3,591	86,109	(82,518)	50,412	104,772	(54,360)
54060 Mower Repair & Maintenance	15,000	1,879	0	1,879	12,540	12,721	(180)

ALBANY COUNTY AIRPORT AUTHORITY  
Detail of AvPorts Departments  
For the Ten Months Ending Thursday, October 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>
54070 Vehicle Shop Tools & Supplies	40,000	3,333	13,488	(10,154)	33,333	47,674	(14,341)
<b>Total Vehicles</b>	<b>652,900</b>	<b>46,580</b>	<b>145,210</b>	<b>(98,630)</b>	<b>514,549</b>	<b>511,369</b>	<b>3,180</b>
<b>Total Material &amp; Supplies</b>	<b>4,462,469</b>	<b>310,013</b>	<b>533,278</b>	<b>(223,265)</b>	<b>3,706,930</b>	<b>3,830,957</b>	<b>(124,027)</b>
<b>Office</b>							
55010 Office Equipment Rental	5,794	483	710	(227)	4,828	4,924	(96)
55011 Copy Machine Use	25	2	0	2	21	0	21
55012 Office Equipment Serv Agrmnt	3,292	187	187	0	2,919	3,228	(309)
55013 Office Equipment Repairs	700	58	0	58	583	0	583
55014 Computer System Supplies	31,850	2,654	0	2,654	26,542	2,908	23,634
55015 Hardware/Software Maint	82,637	6,886	7,323	(437)	68,864	37,420	31,444
55016 Computer Equipment	13,500	1,125	3,687	(2,562)	11,250	12,555	(1,305)
55020 Office Furniture & Fixtures	6,750	563	0	563	5,625	1,249	4,376
55030 Printed Forms / Letterhead	3,200	267	302	(35)	2,667	391	2,275
55031 Parking Ticket Stock	16,000	1,333	12,095	(10,762)	13,333	17,742	(4,409)
55032 Printing Outside Services	100	8	0	8	83	0	83
55041 Express Mail	600	50	20	30	500	313	187
55050 Reference Materials	700	58	0	58	583	736	(152)
55060 Office Supplies	13,100	1,092	579	513	10,917	7,683	3,234
55070 Payroll Services	34,000	2,650	2,845	(195)	25,803	23,434	2,370
<b>Total Office</b>	<b>212,248</b>	<b>17,416</b>	<b>27,749</b>	<b>(10,333)</b>	<b>174,519</b>	<b>112,583</b>	<b>61,936</b>
<b>Administration</b>							
66000 Dues & Subscriptions	8,850	315	0	315	8,516	6,453	2,063
66002 A.A.A.E. Memberships	1,100	0	275	(275)	1,100	925	175
66010 AvPorts/MA Training & Travel	70,600	7,318	8,053	(735)	61,613	47,664	13,950
66030 Advertising - Public Meetings	2,000	167	0	167	1,667	0	1,667
66031 Economic Development	10,000	833	0	833	8,333	0	8,333
66040 License & Permits	2,400	2,400	2,300	100	2,400	2,300	100
66050 Property Taxes	37,000	0	0	0	37,000	38,063	(1,063)
66060 Credit Card Service Charges	350,000	34,293	34,871	(578)	293,874	327,183	(33,309)
66061 EZ Pass Fees	120,000	5,619	1,774	3,845	100,637	94,418	6,219
<b>Total Administration</b>	<b>601,950</b>	<b>50,945</b>	<b>47,273</b>	<b>3,672</b>	<b>515,141</b>	<b>517,006</b>	<b>(1,865)</b>
Total Expenses	24,011,186	1,775,853	1,967,664	(191,812)	20,025,450	19,508,435	517,015
83000 Non Capital Equipment	432,090	36,008	14,194	21,813	360,075	356,140	3,935
Total Exp & Non Cap Equip.	<u>24,443,276</u>	<u>1,811,860</u>	<u>1,981,858</u>	<u>(169,998)</u>	<u>20,385,525</u>	<u>19,864,575</u>	<u>520,951</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. Oct 31, 19
<b><u>AIRPORT MANAGEMENT - AVPORTS:</u></b>														
<b>Airfield</b>														
Maintenance Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	0.00
Deputy Maintenance Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	0.00
Airport Maintenance Supervisor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	0.00
Airport Maintenance Lead-Airfield Electrician	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	0.00
Airport Maintenance Tech-Electrical	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	0.00
Airport Maintenance Tech-Electrical	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	-1.00
Airport Maintenance Lead-Grounds	1.00	1.00	1.00	1.00	1.00	2.00	2.00	2.00	2.00	2.00	1.00	1.00	1.00	0.00
Airport Maint Tech Lead-Glycol	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	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	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Airport Maint Tech-Glycol	4.00	1.00	1.00	1.00	2.00	2.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	-1.00
Airport Maint Tech Airfield Secretary	12.00	9.00	10.00	11.00	11.00	9.50	8.75	7.75	7.00	6.00	7.00	7.00	7.00	-5.00
	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.00
<b>Terminal</b>														
Facilities Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	0.00
Facilities Coordinator	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.00
Facilities Maint Lead	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	0.00
Facilities Maint - HVAC	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	0.00
Facilities Maint Technician	5.00	4.00	5.00	5.00	5.00	5.00	5.00	5.00	5.25	5.25	5.25	5.25	5.25	0.25
Custodial Supervisor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	0.00
Custodial Lead	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	0.00
Custodial Worker	18.00	18.00	18.00	18.00	18.00	17.00	16.00	16.00	16.00	16.00	17.00	17.00	17.00	-1.00
Floor Care Technician	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	0.00
Airport Custodial Technician	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	0.00
Artistic Exhibits	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.00
Museum Shop	5.50	3.50	3.50	3.50	3.50	3.50	3.50	3.50	3.50	3.50	3.50	2.50	2.50	-3.00
<b>Loading Bridges</b>														
Facilities Maint Lead-Loading Bridge	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	0.00
<b>Parking</b>														
Deputy, Commercial Services	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	0.00
Parking Supervisor	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	1.00	1.00	1.00	1.00	1.00	-1.00
Lead Cashier	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	0.00
Cashier, Full Time	14.00	14.00	13.00	13.00	10.00	12.00	12.00	14.00	14.00	13.00	13.00	13.00	13.00	-1.00
Cashier, Part Time - FTE	2.50	0.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-2.50
Shuttle Operator Lead	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	0.00
Shuttle Detailer	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	0.00
Shuttle Operator, Full Time	12.00	12.00	12.00	12.00	14.00	14.00	14.00	13.00	13.00	13.00	13.00	12.00	12.00	0.00
Shuttle Operator, Part Time - FTE	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	0.00
Lead Parking Maint Tech	1.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-1.00
Parking Assistant	1.00	0.00	0.00	0.00	0.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	0.00
Parking Maint Technician	4.00	4.00	4.00	4.00	4.00	4.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	-1.00
<b>Security</b>														
Curbside Monitors, Full Time	4.00	2.00	3.00	4.00	4.00	3.00	3.00	3.00	4.00	4.00	4.00	4.00	4.00	0.00
Curbside Monitors, Part Time - FTE	2.50	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	-0.50
<b>Landside</b>														
Tower/Custodial	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	0.00
Admin Building/Custodial	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.00
<b>ARFF</b>														
Chief/Safety Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	0.00
Captains/Safety Supervisor	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	0.00
Firefighters/Safety Officer	16.00	15.00	15.00	15.00	15.00	15.00	15.00	15.00	15.00	15.00	15.00	15.00	15.00	-1.00
<b>Operations</b>														
Airport Operations Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	0.00
Airport Security Supervisor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	0.00
Asst Airport Security Supervisor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	0.00
Airport Operations Supervisor	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	0.00
Airport Operations Officer	4.00	4.00	4.00	3.00	3.00	3.00	4.00	4.25	5.00	5.00	5.00	5.00	5.00	1.00
Receptionist	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	0.00
<b>Vehicles &amp; Equipment</b>														
Airport Maint Lead-Vehicle Maint	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	0.00
Inventory Control Specialist	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	0.00
Airport Maint Tech-Vehicle Maint	8.00	7.00	8.00	7.00	7.00	7.00	6.00	6.00	6.00	6.00	6.00	6.00	6.00	-2.00
<b>Administration</b>														
	3.50	3.50	3.50	4.50	5.50	5.50	5.50	6.50	6.50	6.50	6.50	5.50	5.50	2.00
<b>Total AvPORTS Positions</b>	<b>173.00</b>	<b>156.50</b>	<b>159.00</b>	<b>160.00</b>	<b>161.00</b>	<b>161.50</b>	<b>159.75</b>	<b>160.25</b>	<b>161.25</b>	<b>158.25</b>	<b>156.25</b>	<b>0.00</b>	<b>0.00</b>	<b>-16.75</b>

# Personnel Services & Benefits

For the ten months ended October 31, 2019

	<b>AFCO (AvPorts)</b>		
	Year to Date Budget	Year to Date Actual	Variance
<b>Personnel Services</b>			
Regular - Salaries	\$ 4,716,805	\$ 4,629,884	\$ 86,921
Holiday Pay	186,411	128,545	57,866
Other Dollars/Funeral/Jury/Retro	414,546	152,955	261,591
Shift Premium	73,762	66,012	7,750
Lead Pay	7,449	5,555	1,894
Sick Pay	101,023	107,573	(6,550)
Personal Pay	-	-	-
Vacation Pay	361,852	293,741	68,111
Sub Total	5,861,848	5,384,265	477,583
Overtime	505,873	701,456	(195,583)
Double Time Pay	29,711	36,006	(6,295)
Total	6,397,432	6,121,727	275,705
<b>Employee Benefits</b>			
Social Security & Medicare	463,194	453,837	9,357
Federal Unemployment Tax	8,353	7,283	1,070
NYS Unemployment	43,122	36,346	6,776
Workers Compensation	421,896	294,626	127,270
401 (K) Plan Match	134,574	144,672	(10,098)
Health & Dental Insurance	2,052,063	1,918,717	133,346
Employee Benefits Deductions	(240,867)	(228,807)	(12,060)
Disability/Life Insurance	112,901	142,186	(29,285)
Total	2,995,236	2,768,860	226,376
Total Salaries and Benefits	\$ 9,392,668	\$ 8,890,587	\$ 502,081



## Albany International Airport 2019 AvPort's Performance Measurements For the ten months ended October 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	594
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	16,330,000
water removed (the higher the better)	2.9%	3.3%	4.4%	3.5%	3.6%
Employees with CDL licenses	34	33	33	40	32
Runway incidents	0	0	0	0	1
Notices to Airmen (NOTAMs) for airfield lighting	66	28	37	0	109
Occupational Safety and Health Administration (OSHA) reportable incidents	2	2	2	0	1
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	599,429
Overtime/Personnel Services (%)	11.3%	14.0%	13.2%	10.6%	11.5%

N/A for Oct

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	3,013
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	2.6
Plumbing Equipment in operation	100%	100%	100%	100%	100%
Terminal Maintenance direct cost per square foot	\$18.38	\$17.77	\$20.34	\$19.43	\$16.83
Terminal electrical usage (KWH): 79 Building	1,547,262	1,337,120	1,412,191	1,400,000	1,089,230
Terminal electrical usage (KWH): 98 Building	7,339,716	7,041,849	6,945,277	7,000,000	5,808,803
Overtime/Personnel Services (%)	6.9%	7.6%	8.4%	6.2%	7.2%

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	\$17,393
Airline Employees trained	2	13	35	10	54
Over-the-Wing (OTW) Loading Bridge total operations	4,278	4,249	4,031	4,200	1,524
Loading Bridge electrical usage (KWH) (6.1% of 98 building gets allocated)	635,970	635,970	601,792	600,000	503,320
OTW Loading Bridge Maintenance calls (new measurement for 2009)	93	80	93	10	30
OTW Loading Bridge out of service (new measurement for 2009)	19.5%	30.2%	32.3%	0.0%	30.8%
Number of leased loading bridges	14	13	13	13	15
Overtime/Personnel Services (%)	16.8%	16.1%	15.4%	11.2%	17.9%

N/A for Sept/Oct

N/A for Sept/Oct

N/A for Sept/Oct

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	226,608
Cashier parking transactions	322,647	292,572	301,127	300,000	313,572
Cashier parking transaction errors	110	67	53	50	53
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	2
Parking electrical usage (KWH)	348,356	348,356	351,034	345,000	271,349
Parking Garage electrical usage (KWH) (23.5% of 98 building gets allocated)	2,450,047	2,450,047	2,318,381	2,500,000	1,939,018
YTD Loss/Gain	-\$1,080	-\$636	\$165	\$0	-\$612
Overtime/Personnel Services (%)	18.0%	14.8%	16.2%	11.6%	15.2%

N/A for Sept/Oct

Landside Performance Measurements					
	2016 Final	2017 Final	2018 Final	2019 Budget	2019 YTD Actual
Number of tenants	53	56	55	56	57
Landside building rental (Sq ft) *	327,108	329,478	428,094	429,165	400,686
Landside land rental (acres)*	34	36	36	36	35
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	527
Tour conducted by ARFF	34	21	41	35	21
AED classes conducted	27	22	4	15	5
Fire Extinguishers inspected/serviced	5,711	5,970	5,920	5,800	4,462
NYS Fire Fighter training (training hours)	504	504	504	504	420
OSHA required fire training (training hours)	156	156	156	156	130
NYS EMT training (training hours)	480	480	480	480	400
FAA ARFF training (training hours)	516	516	516	516	430
Building code inspections	52	45	31	20	14
Overtime/Personnel Services (%)	16.2%	18.6%	15.2%	11.4%	16.6%

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	2,943
Work Orders (139) aeronautical areas	729	999	1,030	1,000	669
Notice to airmen (NOTAMS)	978	1,471	2,488	1,500	1,795
Bird Strikes	48	71	28	15	15
Property Damage Reports	147	176	190	140	161
Bodily Injury Reports	248	246	227	200	182
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%	17.5%

Security Performance Measurements					
	2016 Final	2017 Final	2018 Final	2019 Budget	2019 YTD Actual
Security Trainees	686	697	797	700	749
Driver Trainees	408	422	501	400	534
Finger Printing	763	743	934	750	913
Badges Issued	166	186	260	200	291
Revalidations*	656	681	854	900	621
Escort Required Badges Issued	2,840	2,137	3,490	2,500	4,151
Business Center Security Passes	169	64	199	100	205
Curbside Accidents	0	0	0	0	0
Curbside Security - Overtime/Personnel Services (%)	8.6%	5.4%	5.2%	2.7%	5.3%

\*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	6
Fuel Truck (Not less than 7 operational)	7	7	7	7	11
Technicians trained	0	24	16	2	24
Overtime/Personnel Services (%)	9.7%	10.2%	9.0%	8.5%	9.5%

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	156.3
Total AvPort's overtime	12.4%	12.4%	12.2%	9.2%	12.0%
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	14
Administration Overtime/Personnel Services (%)	0.0%	0.0%	0.0%	0.0%	0.0%
Employee turnover	15.9%	12.9%	15.4%	13.0%	11.400%

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

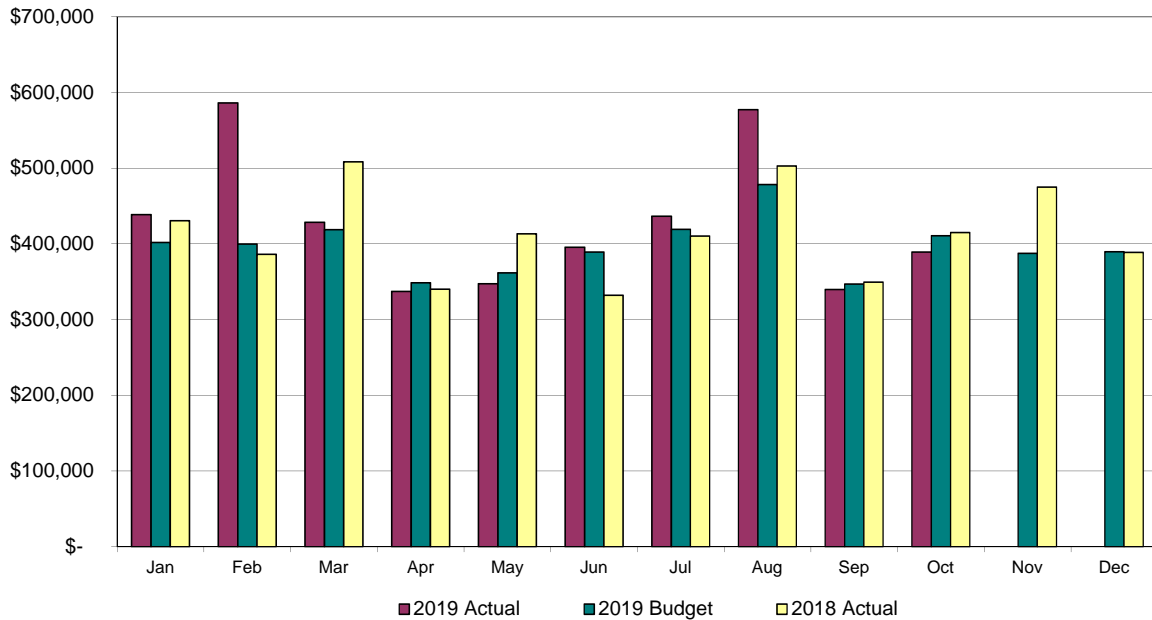


# **Million Air FBO Operations**

Albany County Airport Authority  
FBO Operations Summary  
For the ten months ended October 31, 2019

	Commercial Fueling (60)		GA & Facilities (61)		Administration (69)		TOTAL		
	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Variance
<b>REVENUES</b>									
<b>Retail Fuel</b>									
Jet A Fuel Sales	\$ -	\$ -	\$ 4,954,258	\$ 4,821,578	\$ -	\$ -	\$ 4,954,258	\$ 4,821,578	\$ (132,680)
AvGas Fuel Sales	-	-	239,275	285,583	-	-	239,275	285,583	46,308
Commercial AvGas Fuel Sales	214,019	133,376	-	-	-	-	214,019	133,376	(80,643)
Auto & Diesel Fuel Sales	268,557	240,706	-	-	-	-	268,557	240,706	(27,851)
<b>Retail Fuel Sales</b>	<b>482,576</b>	<b>374,082</b>	<b>5,193,533</b>	<b>5,107,161</b>	<b>-</b>	<b>-</b>	<b>5,676,109</b>	<b>5,481,243</b>	<b>(194,866)</b>
Into Plane Fees	551,475	579,435	-	-	-	-	551,475	579,435	27,960
Fuel Farm Fees	513,549	541,823	-	-	-	-	513,549	541,823	28,274
General Aviation Landing Fees	-	-	245,997	245,639	-	-	245,997	245,639	(358)
Aircraft Parking Fees	-	-	188,332	173,384	-	-	188,332	173,384	(14,948)
Deicing Services	889,763	987,786	28,113	52,187	-	-	917,876	1,039,973	122,097
FBO Properties	-	-	320,552	295,232	-	-	320,552	295,232	(25,320)
FBO Services	-	-	49,729	57,876	-	-	49,729	57,876	8,147
<b>TOTAL REVENUES</b>	<b>\$ 2,437,363</b>	<b>\$ 2,483,126</b>	<b>\$ 6,026,256</b>	<b>\$ 5,931,479</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 8,463,619</b>	<b>\$ 8,414,605</b>	<b>\$ (49,014)</b>
<b>COST OF SALES ( )</b>									
Fuel Costs - Jet A	-	-	2,898,549	2,701,485	-	-	2,898,549	2,701,485	(197,064)
Fuel Volume Discounts - Jet	-	-	299,866	328,303	-	-	299,866	328,303	28,437
Fuel Costs - AvGas	-	-	181,646	221,586	-	-	181,646	221,586	39,940
Fuel Volume Discounts - AvGas	-	-	3,483	3,763	-	-	3,483	3,763	280
Fuel Costs - Commercial AvGas	194,370	118,412	-	-	-	-	194,370	118,412	(75,958)
Fuel Costs - Auto & Diesel	213,375	181,056	-	-	-	-	213,375	181,056	(32,319)
<b>Fuel Costs</b>	<b>407,745</b>	<b>299,468</b>	<b>3,383,544</b>	<b>3,255,137</b>	<b>-</b>	<b>-</b>	<b>3,791,289</b>	<b>3,554,605</b>	<b>(236,684)</b>
Deicing Costs - Type I & IV	693,294	581,866	-	-	-	-	693,294	581,866	(111,428)
Catering, Oil & Other	-	-	4,167	2,671	-	-	4,167	2,671	(1,496)
<b>Total Cost of Sales</b>	<b>1,101,039</b>	<b>881,334</b>	<b>3,387,711</b>	<b>3,257,808</b>	<b>-</b>	<b>-</b>	<b>4,488,750</b>	<b>4,139,142</b>	<b>(349,608)</b>
<b>Net Operating</b>	<b>\$ 1,336,324</b>	<b>\$ 1,601,792</b>	<b>\$ 2,638,545</b>	<b>\$ 2,673,671</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,974,869</b>	<b>\$ 4,275,463</b>	<b>\$ 300,594</b>
<b>EXPENSES ( )</b>									
<b>Personal Services</b>									
Salaries	\$ 376,032	\$ 325,948	\$ 499,746	\$ 527,350	\$ 177,674	\$ 175,777	\$ 1,053,452	\$ 1,029,075	\$ 24,377
Overtime	43,941	46,194	100,663	161,138	-	-	144,604	207,332	(62,728)
Total Personal Services	419,973	372,142	600,409	688,488	177,674	175,777	1,198,056	1,236,407	(38,351)
Employee Benefits	140,199	135,542	271,545	313,318	75,198	73,666	486,942	522,526	(35,584)
Utilities & Communications	18,160	15,534	61,546	52,021	1,192	826	80,898	68,381	12,517
Purchased Services	69,727	59,510	110,949	109,814	293,368	271,678	474,044	441,002	33,042
<b>Materials &amp; Supplies</b>									
Buildings	10,584	5,585	58,101	63,850	-	-	68,685	69,435	(750)
Grounds	16,667	15,249	2,750	1,811	-	-	19,417	17,060	2,357
Vehicles	173,259	226,887	62,449	67,609	-	-	235,708	294,496	(58,788)
Total Materials & Supplies	200,510	247,721	123,300	133,270	-	-	323,810	380,991	(57,181)
Office & Administration	-	-	150,186	135,750	42,346	31,728	192,532	167,478	25,054
Non-Capital Equipment	-	-	-	-	-	-	-	-	-
<b>TOTAL EXPENSES</b>	<b>848,569</b>	<b>830,449</b>	<b>1,317,935</b>	<b>1,432,661</b>	<b>589,778</b>	<b>553,675</b>	<b>2,756,282</b>	<b>2,816,785</b>	<b>(60,503)</b>
<b>FBO Net Direct Cost</b>	<b>\$ 487,755</b>	<b>\$ 771,343</b>	<b>\$ 1,320,610</b>	<b>\$ 1,241,010</b>	<b>\$ (589,778)</b>	<b>\$ (553,675)</b>	<b>\$ 1,218,587</b>	<b>\$ 1,458,678</b>	<b>\$ 240,091</b>
<b>Allocation of Indirect Cost Centers</b>									
ARFF	53,297	49,389	53,297	49,389	-	-	106,593	98,778	7,815
Operations	41,675	43,451	41,675	43,451	-	-	83,349	86,901	(3,552)
Security	26,262	25,690	26,262	25,690	-	-	52,524	51,379	1,145
Vehicles & Equipment	61,278	57,396	36,767	34,438	-	-	98,044	91,834	6,210
Airport Mgmt Administration	27,473	25,675	31,884	41,218	-	-	59,357	66,893	(7,536)
FBO Administration	272,979	212,514	316,798	341,162	(589,777)	(553,676)	-	-	-
ACAA Administration	197,341	156,199	229,019	250,756	-	-	426,361	406,955	19,406
<b>Total Allocation</b>	<b>680,304</b>	<b>570,314</b>	<b>735,701</b>	<b>786,103</b>	<b>(589,777)</b>	<b>(553,676)</b>	<b>826,228</b>	<b>802,740</b>	<b>23,488</b>
<b>FBO Net Results</b>	<b>\$ (192,549)</b>	<b>\$ 201,029</b>	<b>\$ 584,909</b>	<b>\$ 454,907</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 392,359</b>	<b>\$ 655,938</b>	<b>\$ 263,579</b>

## Albany International Airport FBO Net Revenue Before Operating and Maintenance Expenses For the ten months ended October 31

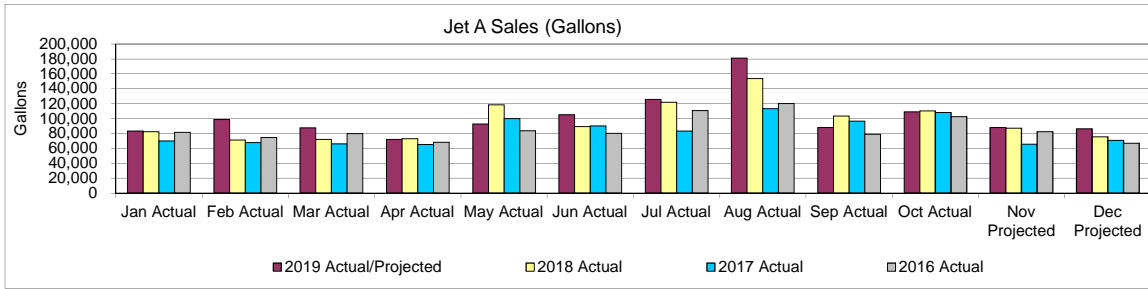


YTD Revenues	2019 Actual			2019 Budget			2018 Actual		
	Gross Revenues	Cost of Sales	Net Revenue	Gross Revenues	Cost of Sales	Net Revenue	Gross Revenues	Cost of Sales	Net Revenue
Jet A Fuel Sales	\$ 4,821,578	\$ 2,701,485	\$ 2,120,093	\$ 4,954,258	\$ 2,898,549	\$ 2,055,709	\$ 4,763,902	\$ 2,741,147	\$ 2,022,755
Fuel Volume Discounts-Jet A		328,303	(328,303)		299,866	(299,866)		313,686	(313,686)
AvGas Fuel Sales-Commercial	133,376	118,412	14,964	214,019	194,370	19,649	323,457	291,863	31,594
AvGas Fuel Sales	285,583	221,586	63,997	239,275	181,646	57,629	234,565	177,924	56,641
Fuel Volume Discounts-AvGas		3,763	(3,763)		3,483	(3,483)		3,008	(3,008)
Auto & Diesel Fuel Sales	240,706	181,056	59,650	268,557	213,374	55,183	260,420	202,926	57,494
Into-Plane Fees	579,435		579,435	551,475		551,475	562,410		562,410
Fuel Farm Fees	541,823		541,823	513,549		513,549	516,508		516,508
Landing Fees	245,639		245,639	245,997		245,997	231,858		231,858
Parking Fees	173,384		173,384	188,332		188,332	172,440		172,440
Deicing	1,039,974	581,866	458,108	917,875	693,294	224,581	1,170,128	773,394	396,734
Properties	295,232		295,232	320,552		320,552	305,080		305,080
FBO Services (Catering, etc)	57,876	2,670	55,206	49,729	4,168	45,561	52,805	2,193	50,612
<b>Total</b>	<b>\$ 8,414,606</b>	<b>\$ 4,139,141</b>	<b>\$ 4,275,465</b>	<b>\$ 8,463,618</b>	<b>\$ 4,488,750</b>	<b>\$ 3,974,868</b>	<b>\$ 8,593,573</b>	<b>\$ 4,506,141</b>	<b>\$ 4,087,432</b>

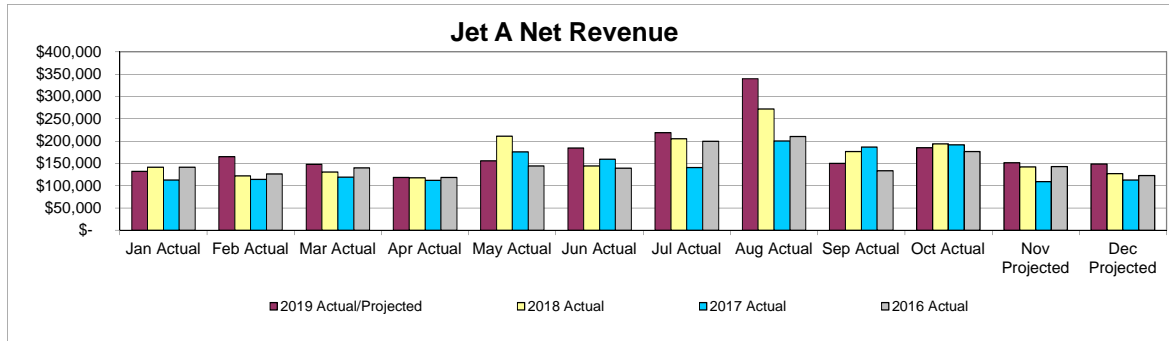
	2019 Actual			2019 Budget			2018 Actual		
	Gross Revenues	Cost of Sales	Net Revenue	Gross Revenues	Cost of Sales	Net Revenue	Gross Revenues	Cost of Sales	Net Revenue
January	\$ 930,877	\$ 492,248	\$ 438,629	\$ 968,749	\$ 566,759	\$ 401,990	\$ 981,904	\$ 551,280	\$ 430,624
February	1,207,502	621,512	585,990	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	642,494	305,445	337,049	715,370	366,690	348,680	682,197	342,099	340,098
May	664,298	316,871	347,427	722,868	361,190	361,678	843,555	430,353	413,202
June	729,804	334,297	395,507	801,318	412,050	389,268	673,250	341,233	332,017
July	852,228	415,774	436,454	863,799	444,701	419,098	859,036	448,941	410,095
August	1,148,278	571,146	577,132	980,582	502,274	478,308	1,057,757	555,130	502,627
September	634,827	295,184	339,643	693,298	346,517	346,781	738,734	389,209	349,525
October	751,308	362,200	389,108	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
<b>Total</b>	<b>\$ 8,414,606</b>	<b>\$ 4,139,141</b>	<b>\$ 4,275,465</b>	<b>\$ 10,246,372</b>	<b>\$ 5,494,246</b>	<b>\$ 4,752,126</b>	<b>\$ 10,427,352</b>	<b>\$ 5,476,229</b>	<b>\$ 4,951,123</b>

YTD \$ 8,414,606 \$ 4,139,141 \$ 4,275,465 \$ 8,463,618 \$ 4,488,750 \$ 3,974,868 \$ 8,593,573 \$ 4,506,141 \$ 4,087,432

## Albany International Airport FBO Jet A Fuel Sales For the ten months ended October 31

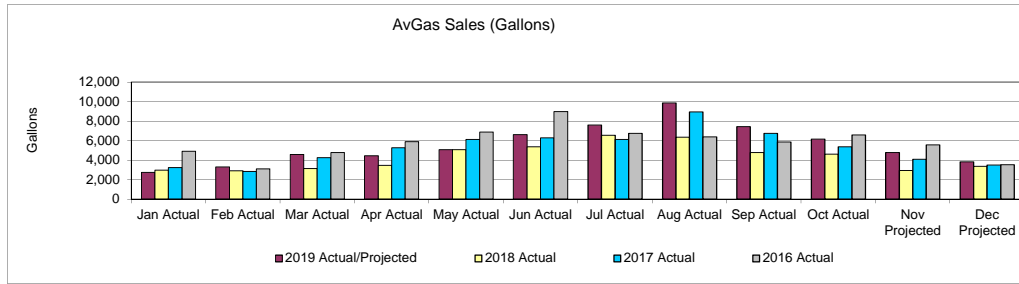


Jet A Gallons		2019	2019 Budget	# Variance	% Variance	2018	2019 vs 2018	2017	2016
January	(Actual)	83,336	87,543	(4,207)	-4.8%	82,592	0.9%	70,070	81,710
February	(Actual)	98,665	83,002	15,663	18.9%	71,125	38.7%	67,820	74,536
March	(Actual)	87,742	81,932	5,810	7.1%	72,099	21.7%	66,129	79,951
April	(Actual)	72,253	88,173	(15,920)	-18.1%	72,863	-0.8%	65,069	68,402
May	(Actual)	92,728	97,342	(4,614)	-4.7%	118,650	-21.8%	99,920	83,850
June	(Actual)	105,222	114,968	(9,746)	-8.5%	89,409	17.7%	89,950	80,224
July	(Actual)	125,728	124,465	1,263	1.0%	122,091	3.0%	83,365	110,860
August	(Actual)	180,994	141,198	39,796	28.2%	153,689	17.8%	113,131	120,313
September	(Actual)	88,182	93,791	(5,609)	-6.0%	103,321	-14.7%	96,413	79,169
<b>October</b>	<b>(ACTUAL)</b>	<b>108,828</b>	<b>115,440</b>	<b>(6,612)</b>	<b>-5.7%</b>	<b>110,506</b>	<b>-1.5%</b>	<b>107,989</b>	<b>102,474</b>
November	(Projected)	88,098	86,762	1,336	1.5%	86,915	1.4%	65,483	82,517
December	(Projected)	86,391	85,081	1,310	1.5%	75,434	14.5%	70,963	67,060
<b>Total</b>		<b>1,218,167</b>	<b>1,199,698</b>	<b>18,469</b>	<b>1.5%</b>	<b>1,158,694</b>	<b>5.1%</b>	<b>996,302</b>	<b>1,031,066</b>
<b>YTD Gallons</b>		<b>1,043,678</b>	<b>1,027,854</b>	<b>15,824</b>	<b>1.5%</b>	<b>996,345</b>	<b>4.8%</b>	<b>859,856</b>	<b>881,489</b>

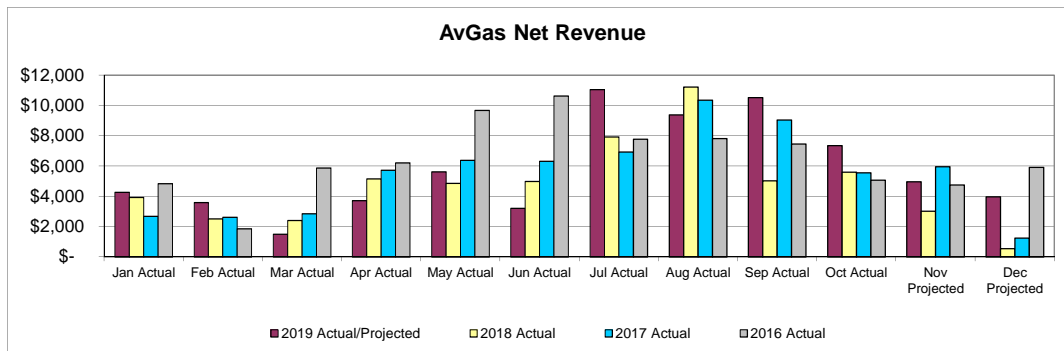


Jet A Net Revenue		2019	2019 Budget	# Variance	% Variance	2018	2019 vs 2018	2017	2016
January	(Actual)	\$ 131,406	\$ 149,546	\$ (18,140)	-12.1%	\$ 141,143	-6.9%	\$ 112,128	\$ 140,607
February	(Actual)	164,266	141,788	22,478	15.9%	121,451	35.3%	113,822	125,545
March	(Actual)	147,453	139,961	7,492	5.4%	130,403	13.1%	118,397	139,416
April	(Actual)	117,685	150,623	(32,938)	-21.9%	117,160	0.4%	111,173	117,903
May	(Actual)	155,129	166,285	(11,156)	-6.7%	210,246	-26.2%	175,376	143,880
June	(Actual)	183,921	196,396	(12,475)	-6.4%	143,769	27.9%	158,488	138,577
July	(Actual)	218,301	212,619	5,682	2.7%	204,549	6.7%	140,062	199,181
August	(Actual)	339,586	241,203	98,383	40.8%	271,633	25.0%	199,745	210,063
September	(Actual)	149,149	160,220	(11,071)	-6.9%	175,786	-15.2%	186,356	132,912
<b>October</b>	<b>(ACTUAL)</b>	<b>184,894</b>	<b>197,201</b>	<b>(12,307)</b>	<b>-6.2%</b>	<b>192,929</b>	<b>-4.2%</b>	<b>191,217</b>	<b>176,189</b>
November	(Projected)	151,247	148,213	3,034	2.0%	141,572	6.8%	108,259	142,396
December	(Projected)	148,316	145,341	2,976	2.0%	126,192	17.5%	111,976	121,863
<b>Total</b>		<b>\$ 2,091,354</b>	<b>\$ 2,049,396</b>	<b>\$ 41,958</b>	<b>2.0%</b>	<b>\$ 1,976,833</b>	<b>5.8%</b>	<b>\$ 1,726,999</b>	<b>\$ 1,788,532</b>
<b>YTD Net Revenues</b>		<b>\$ 1,791,790</b>	<b>\$ 1,755,843</b>	<b>\$ 35,947</b>	<b>2.0%</b>	<b>\$ 1,709,069</b>	<b>4.8%</b>	<b>\$ 1,506,764</b>	<b>\$ 1,524,273</b>

## Albany International Airport FBO Av Gas Retail Sales For the ten months ended October 31

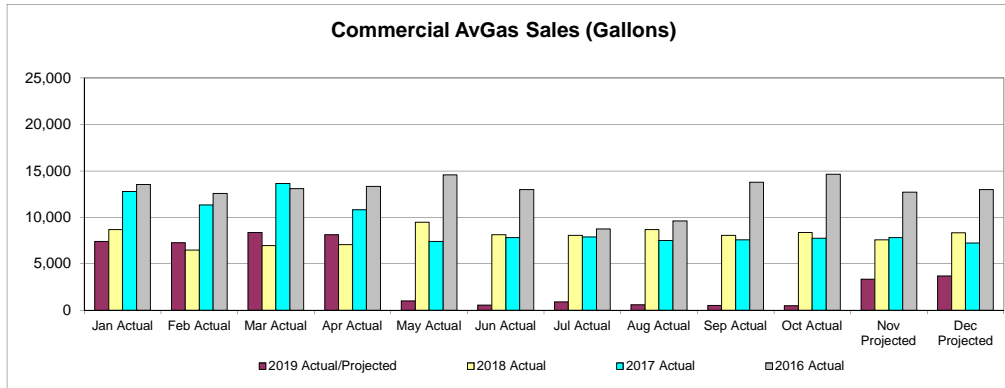


		2019		# Variance	% Variance	2018	2019 vs 2018	2017	2016
		2019	Budget						
January	(Actual)	2,738	3,016	(278)	-9.2%	2,978	-8.1%	3,248	4,915
February	(Actual)	3,291	2,706	585	21.6%	2,914	12.9%	2,836	3,087
March	(Actual)	4,578	3,250	1,328	40.9%	3,134	46.1%	4,236	4,773
April	(Actual)	4,431	4,482	(51)	-1.1%	3,471	27.7%	5,261	5,879
May	(Actual)	5,054	5,266	(212)	-4.0%	5,062	-0.2%	6,101	6,884
June	(Actual)	6,600	5,539	1,061	19.1%	5,378	22.7%	6,292	8,954
July	(Actual)	7,604	5,627	1,977	35.1%	6,547	16.1%	6,118	6,733
August	(Actual)	9,844	6,128	3,716	60.6%	6,341	55.2%	8,939	6,380
September	(Actual)	7,418	5,517	1,901	34.5%	4,772	55.4%	6,751	5,863
<b>October</b>	<b>(ACTUAL)</b>	<b>6,149</b>	<b>4,571</b>	<b>1,578</b>	<b>34.5%</b>	<b>4,616</b>	<b>33.2%</b>	<b>5,359</b>	<b>6,588</b>
November	(Projected)	4,763	3,805	958	25.2%	2,952	61.4%	4,090	5,563
December	(Projected)	3,811	3,044	766	25.2%	3,369	13.1%	3,479	3,537
<b>Total</b>		<b>66,281</b>	<b>52,953</b>	<b>13,328</b>	<b>25.2%</b>	<b>51,534</b>	<b>28.6%</b>	<b>62,710</b>	<b>69,156</b>
<b>YTD Gallons</b>		<b>57,707</b>	<b>46,103</b>	<b>11,604</b>	<b>25.2%</b>	<b>45,213</b>	<b>27.6%</b>	<b>55,141</b>	<b>60,056</b>

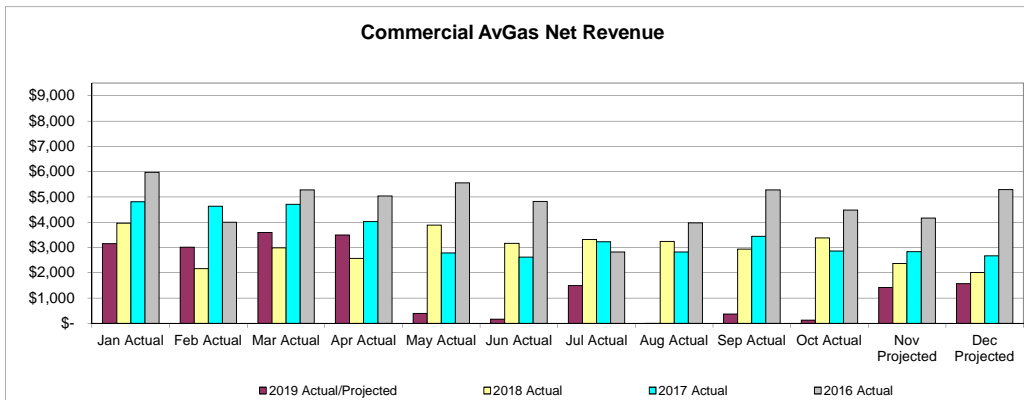


		2019		# Variance	% Variance	2018	2019 vs 2018	2017	2016
		2019	Budget						
January	(Actual)	\$ 4,275	\$ 3,542	\$ 733	20.7%	\$ 3,940	8.5%	\$ 2,687	\$ 4,839
February	(Actual)	3,582	3,178	404	12.7%	2,516	42.4%	2,618	1,857
March	(Actual)	1,504	3,817	(2,313)	-60.6%	2,405	-37.5%	2,843	5,885
April	(Actual)	3,722	5,264	(1,542)	-29.3%	5,159	-27.9%	5,721	6,205
May	(Actual)	5,614	6,185	(571)	-9.2%	4,869	15.3%	6,373	9,675
June	(Actual)	3,212	6,506	(3,294)	-50.6%	4,982	-35.5%	6,322	10,632
July	(Actual)	11,052	6,609	4,443	67.2%	7,935	39.3%	6,925	7,786
August	(Actual)	9,384	7,197	2,187	30.4%	11,213	-16.3%	10,360	7,815
September	(Actual)	10,531	6,480	4,051	62.5%	5,023	109.7%	9,049	7,463
<b>October</b>	<b>(ACTUAL)</b>	<b>7,358</b>	<b>5,368</b>	<b>1,990</b>	<b>37.1%</b>	<b>5,591</b>	<b>31.6%</b>	<b>5,560</b>	<b>5,076</b>
November	(Projected)	4,972	4,469	502	11.2%	3,028	64.2%	5,967	4,755
December	(Projected)	3,978	3,576	402	11.2%	554	618.0%	1,237	5,917
<b>Total</b>		<b>\$ 69,183</b>	<b>\$ 62,191</b>	<b>\$ 6,992</b>	<b>11.2%</b>	<b>\$ 57,215</b>	<b>20.9%</b>	<b>\$ 65,662</b>	<b>\$ 77,905</b>
<b>YTD Net Revenues</b>		<b>\$ 60,234</b>	<b>\$ 54,146</b>	<b>\$ 6,088</b>	<b>11.2%</b>	<b>\$ 53,633</b>	<b>12.3%</b>	<b>\$ 58,458</b>	<b>\$ 67,233</b>

## Albany International Airport Commercial Av Gas Retail Sales For the ten months ended October 31



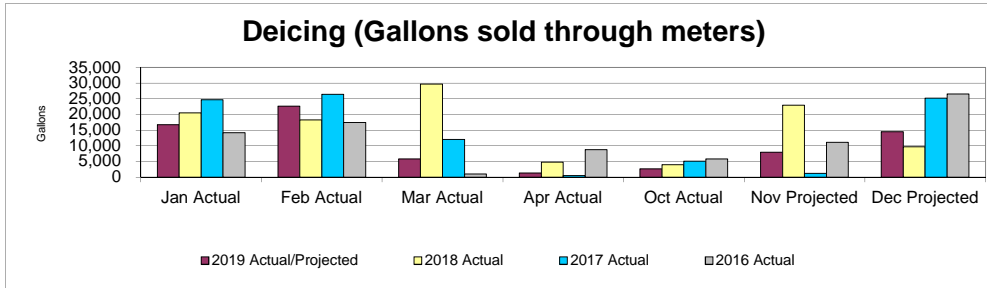
Commercial AvGas Gallons		2019	2019 Budget	# Variance	% Variance	2018	2019 vs 2018	2017	2016
January	(Actual)	7,400	5,765	1,635	28.4%	8,683	-14.8%	12,793	13,548
February	(Actual)	7,277	4,294	2,983	69.5%	6,467	12.5%	11,347	12,560
March	(Actual)	8,377	4,632	3,745	80.8%	6,977	20.1%	13,639	13,080
April	(Actual)	8,127	4,698	3,429	73.0%	7,076	14.9%	10,817	13,340
May	(Actual)	1,012	6,281	(5,269)	-83.9%	9,460	-89.3%	7,402	14,577
June	(Actual)	562	5,399	(4,837)	-89.6%	8,132	-93.1%	7,834	13,001
July	(Actual)	884	5,358	(4,474)	-83.5%	8,070	-89.0%	7,875	8,754
August	(Actual)	590	5,769	(5,179)	-89.8%	8,689	-93.2%	7,506	9,604
September	(Actual)	521	5,354	(4,833)	-90.3%	8,064	-93.5%	7,594	13,774
<b>October</b>	<b>(ACTUAL)</b>	<b>480</b>	<b>5,555</b>	<b>(5,075)</b>	<b>-91.4%</b>	<b>8,366</b>	<b>-94.3%</b>	<b>7,743</b>	<b>14,650</b>
November	(Projected)	3,334	5,026	(1,692)	-33.7%	7,569	-56.0%	7,820	12,715
December	(Projected)	3,681	5,548	(1,868)	-33.7%	8,356	-56.0%	7,223	12,983
<b>Total</b>		<b>42,244</b>	<b>63,680</b>	<b>(21,436)</b>	<b>-33.7%</b>	<b>95,909</b>	<b>-56.0%</b>	<b>109,593</b>	<b>152,586</b>
<b>YTD Gallons</b>		<b>35,230</b>	<b>53,107</b>	<b>(17,877)</b>	<b>-33.7%</b>	<b>79,984</b>	<b>-56.0%</b>	<b>94,550</b>	<b>126,888</b>



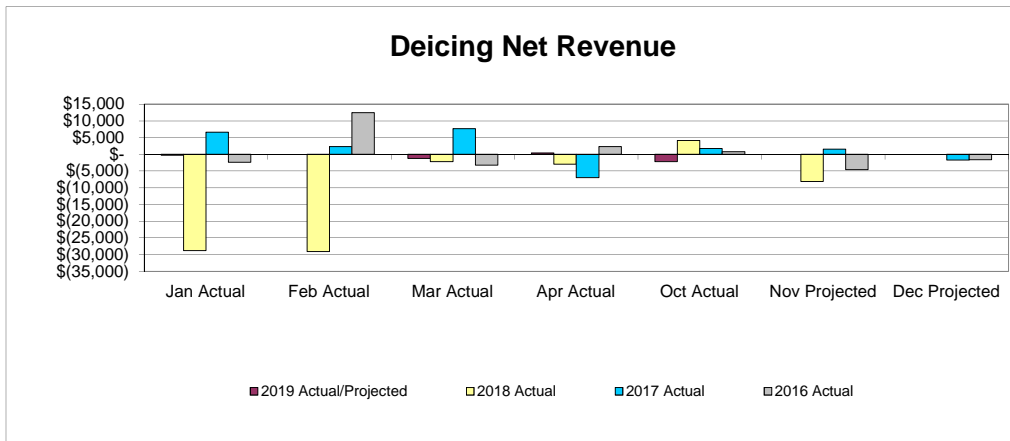
Commercial AvGas Net Revenue		2019	2019 Budget	# Variance	% Variance	2018	2019 vs 2018	2017	2016
January	(Actual)	\$ 3,154	\$ 2,133	\$ 1,021	47.9%	\$ 3,965	-20.5%	\$ 4,805	\$ 5,974
February	(Actual)	3,005	1,589	1,416	89.1%	2,165	38.8%	4,625	4,003
March	(Actual)	3,593	1,714	1,879	109.6%	2,981	20.5%	4,706	5,277
April	(Actual)	3,497	1,738	1,759	101.2%	2,564	36.4%	4,016	5,040
May	(Actual)	393	2,324	(1,931)	-83.1%	3,889	-89.9%	2,780	5,548
June	(Actual)	161	1,998	(1,837)	-91.9%	3,168	-94.9%	2,619	4,822
July	(Actual)	1,497	1,983	(486)	-24.5%	3,315	-54.8%	3,229	2,817
August	(Actual)	(824)	2,135	(2,959)	-138.6%	3,242	-125.4%	2,825	3,970
September	(Actual)	360	1,981	(1,621)	-81.8%	2,933	-87.7%	3,443	5,271
<b>October</b>	<b>(ACTUAL)</b>	<b>128</b>	<b>2,055</b>	<b>(1,927)</b>	<b>-93.8%</b>	<b>3,372</b>	<b>-96.2%</b>	<b>2,860</b>	<b>4,476</b>
November	(Projected)	1,416	1,859	(443)	-23.8%	2,369	-40.2%	2,831	4,165
December	(Projected)	1,563	2,053	(489)	-23.8%	2,008	-22.1%	2,668	5,293
<b>Total</b>		<b>\$ 17,943</b>	<b>\$ 23,562</b>	<b>\$ (5,618)</b>	<b>-23.8%</b>	<b>\$ 35,971</b>	<b>-50.1%</b>	<b>\$ 41,407</b>	<b>\$ 56,656</b>
<b>YTD Net Revenues</b>		<b>\$ 14,964</b>	<b>\$ 19,649</b>	<b>\$ (4,685)</b>	<b>-23.8%</b>	<b>\$ 31,594</b>	<b>-52.6%</b>	<b>\$ 35,908</b>	<b>\$ 47,198</b>



**Albany International Airport  
FBO Deicing Sales Consortium  
For the ten months ended October 31**

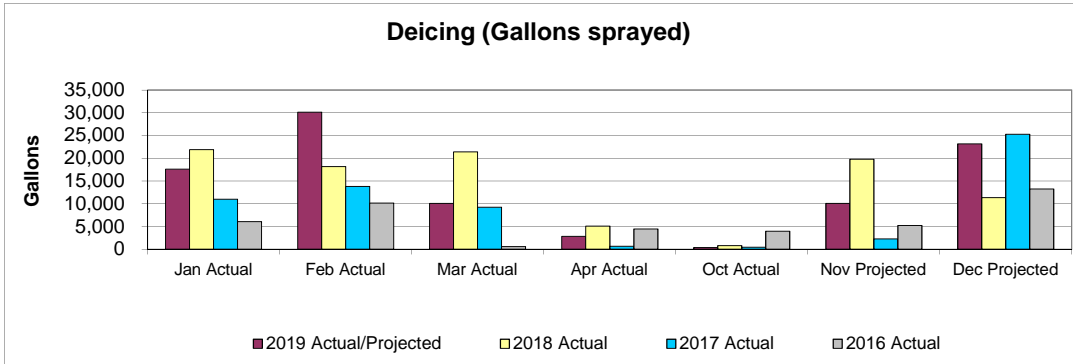


Deicing gallons sold through meters		2019	2019	#	%	2019	2019 vs	2017	2016
		2019	Budget	Variance	Variance	2018	2018	2017	2016
January	(Actual)	16,742	20,776	(4,034)	-19.4%	20,525	-18.4%	24,685	14,145
February	(Actual)	22,642	25,024	(2,382)	-9.5%	18,289	23.8%	26,437	17,437
March	(Actual)	5,746	13,494	(7,748)	-57.4%	29,689	-80.6%	11,991	981
April	(Actual)	1,282	3,259	(1,977)	-60.7%	4,758	-73.1%	530	8,786
<b>October</b>	<b>(ACTUAL)</b>	<b>2,650</b>	<b>4,088</b>	<b>(1,438)</b>	<b>-35.2%</b>	<b>3,917</b>	<b>-32.3%</b>	<b>5,049</b>	<b>5,767</b>
November	(Projected)	7,912	10,747	(2,835)	-26.4%	22,905	-65.5%	1,184	11,114
December	(Projected)	14,439	19,613	(5,173)	-26.4%	9,627	50.0%	25,203	26,507
<b>Total</b>		<b>71,414</b>	<b>97,000</b>	<b>(25,586)</b>	<b>-26.4%</b>	<b>109,710</b>	<b>-34.9%</b>	<b>95,079</b>	<b>84,737</b>
<b>YTD Gallons</b>		<b>49,062</b>	<b>66,640</b>	<b>(17,578)</b>	<b>-26.4%</b>	<b>77,178</b>	<b>-36.4%</b>	<b>68,692</b>	<b>47,116</b>

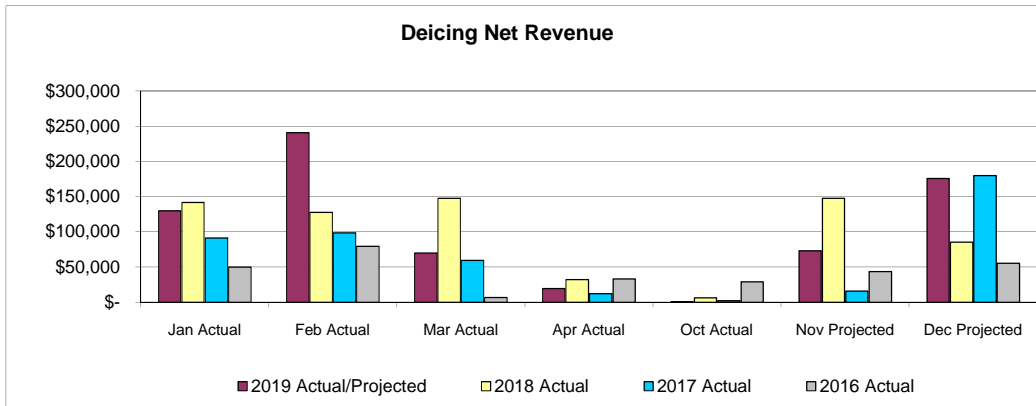


Deicing gallons sold through meters Net Revenue		2019	2019	#	%	2019	2019 vs	2017	2016
		2019	Budget	Variance	Variance	2018	2018	2017	2016
January	(Actual)	\$ (276)	0	-276	100.0%	\$ (28,775)	-99.0%	\$ 6,670	(2,395)
February	(Actual)	0	0	0	0.0%	(29,046)	-100.0%	2,322	12,514
March	(Actual)	(1,247)	0	-1,247	0.0%	(2,171)	-42.6%	7,706	(3,199)
April	(Actual)	378	0	378	0.0%	(2,912)	0.0%	(6,980)	2,292
<b>October</b>	<b>(ACTUAL)</b>	<b>(2,156)</b>	<b>0</b>	<b>-2,156</b>	<b>0.0%</b>	<b>4,102</b>	<b>-152.6%</b>	<b>1,749</b>	<b>778</b>
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)
<b>Total</b>		<b>-3,301</b>	<b>0</b>	<b>(\$3,301)</b>	<b>100.0%</b>	<b>(\$66,883)</b>	<b>-95.1%</b>	<b>\$ 11,311</b>	<b>\$ 3,739</b>
<b>YTD Net Revenues</b>		<b>\$ (3,301)</b>	<b>\$ -</b>	<b>(\$3,301)</b>	<b>100.0%</b>	<b>(\$58,802)</b>	<b>-94.4%</b>	<b>\$ 11,467</b>	<b>\$ 9,990</b>

**Albany International Airport  
FBO Deicing Sales Sprayed  
For the ten months ended October 31**

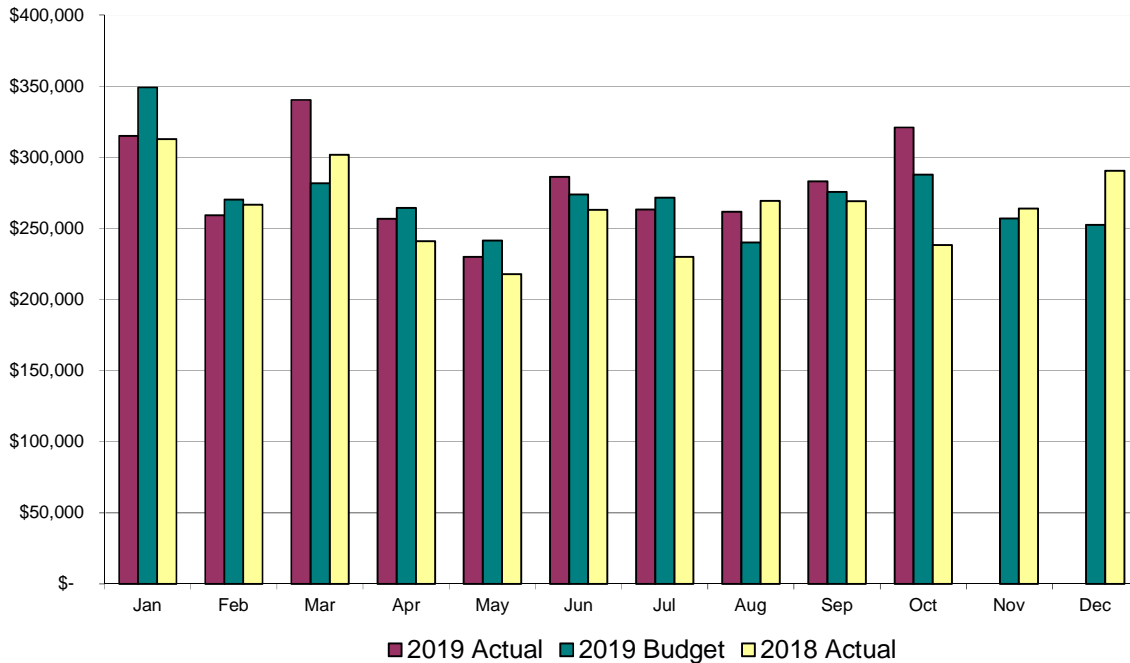


Deicing gallons sprayed		2019	2019 Budget	# Variance	% Variance	2018	2019 vs 2018	2017	2016
January	(Actual)	17,624	12,057	5,567	46.2%	21,867	-19.4%	10,964	6,053
February	(Actual)	30,117	13,908	16,209	116.5%	18,176	65.7%	13,776	10,149
March	(Actual)	10,043	8,511	1,532	18.0%	21,401	-53.1%	9,246	551
April	(Actual)	2,846	2,471	375	15.2%	5,064	-43.8%	675	4,433
<b>October</b>	<b>(ACTUAL)</b>	<b>335</b>	<b>1,563</b>	<b>(1,228)</b>	<b>-78.6%</b>	<b>772</b>	<b>-56.6%</b>	<b>431</b>	<b>3,928</b>
November	(Projected)	10,062	6,356	3,706	58.3%	19,799	-49.2%	2,231	5,209
December	(Projected)	23,166	14,634	8,533	58.3%	11,339	104.3%	25,237	13,260
<b>Total</b>		<b>94,193</b>	<b>59,500</b>	<b>34,693</b>	<b>58.3%</b>	<b>98,418</b>	<b>-4.3%</b>	<b>62,560</b>	<b>43,583</b>
YTD Gallons		60,965	38,510	22,455	58.3%	67,280	-9.4%	35,092	25,114



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	98,604	79,410
March	(Actual)	70,039	49,120	20,919	42.6%	147,445	59,441	6,732
April	(Actual)	19,740	13,882	5,858	42.2%	32,128	12,121	33,181
<b>October</b>	<b>(ACTUAL)</b>	<b>1,039</b>	<b>10,327</b>	<b>(9,288)</b>	<b>-89.9%</b>	<b>6,556</b>	<b>2,237</b>	<b>28,882</b>
November	(Projected)	73,160	35,609	37,551	105.5%	147,769	16,093	43,735
December	(Projected)	175,777	85,556	90,221	105.5%	85,365	179,788	55,253
<b>Total</b>		<b>710,346</b>	<b>\$ 345,747</b>	<b>\$ 364,599</b>	<b>105.5%</b>	<b>\$ 688,670</b>	<b>\$ 459,407</b>	<b>\$ 296,975</b>
YTD Net Revenues		\$ 461,409	\$ 224,582	\$ 236,827	105.5%	\$ 455,536	\$ 263,526	\$ 197,987

# Albany International Airport FBO Operating and Maintenance Expenses For the ten months ended October 31



YTD Expenses	2019 Actual	2019 Budget	2018 Actual
<b>Personal Services</b>			
Salaries	\$ 1,029,075	\$ 1,053,451	\$ 1,004,612
Overtime	207,332	144,605	174,149
<b>Total Personal Services</b>	<u>1,236,407</u>	<u>1,198,056</u>	<u>1,178,761</u>
Employee Benefits	522,526	486,942	416,055
Utilities & Communications	68,381	80,898	74,984
Purchased Services	441,002	474,044	411,593
<b>Material &amp; Supplies</b>			
Buildings	69,435	68,684	94,802
Grounds	17,060	19,417	21,237
Vehicles	294,496	235,709	214,452
<b>Total Materials &amp; Supplies</b>	<u>380,991</u>	<u>323,810</u>	<u>330,491</u>
Administration	167,478	192,532	198,069
Non-Capital Equipment	-	-	-
<b>Total Expenses</b>	<u>\$ 2,816,783</u>	<u>\$ 2,756,282</u>	<u>\$ 2,609,951</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	256,693	264,505	241,095
May	230,092	241,383	217,740
June	286,279	273,886	263,094
July	263,299	271,679	229,965
August	261,807	240,138	269,334
September	283,212	275,642	269,166
October	320,834	287,887	238,330
November	-	257,095	263,932
December	-	252,395	290,514
<b>Total</b>	<u>\$ 2,816,783</u>	<u>\$ 3,265,772</u>	<u>\$ 3,164,397</u>

YTD \$ 2,816,783      \$ 2,756,282      \$ 2,609,951

ALBANY COUNTY AIRPORT AUTHORITY  
Detail of FBO/Million Air Departments  
For the Ten Months Ending Thursday, October 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
<b>EXPENSES</b>							
<b>Personal Services</b>							
11000 Salaries	\$1,273,941	\$97,995	\$95,148	\$2,847	\$1,053,451	\$1,029,075	\$24,376
12010 Overtime 1.5	175,277	13,899	19,593	(5,694)	144,605	207,332	(62,728)
<b>Total Personal Services</b>	<b>1,449,218</b>	<b>111,894</b>	<b>114,741</b>	<b>(2,847)</b>	<b>1,198,056</b>	<b>1,236,407</b>	<b>(38,351)</b>
<b>Employee Benefits</b>							
21000 Social Security	110,866	9,556	8,514	1,042	94,625	91,789	2,836
22000 Health Insurance	410,237	34,186	93,291	(59,105)	341,864	392,705	(50,841)
24000 Medical Exams	1,500	125	0	125	1,250	1,335	(85)
25000 Uniforms & Laundry	6,650	554	403	151	5,542	4,187	1,355
25005 Uniform Purchases	11,500	958	0	958	9,583	10,112	(529)
26010 Disability Insurance	3,470	289	1,154	(865)	2,892	1,470	1,422
26020 Unemployment Insurance	19,910	369	(41)	411	19,397	5,991	13,406
29001 Airport & FBO 401K	13,967	1,247	1,382	(135)	11,789	14,937	(3,148)
<b>Total Employee Benefits</b>	<b>578,100</b>	<b>47,285</b>	<b>104,703</b>	<b>(57,418)</b>	<b>486,942</b>	<b>522,526</b>	<b>(35,584)</b>
<b>Utilities &amp; Communications</b>							
31000 Electric	53,000	4,682	2,866	1,816	46,200	38,028	8,172
33000 Natural Gas	33,000	665	517	147	28,437	21,910	6,527
35000 Water	1,400	0	0	0	1,400	1,966	(566)
36010 Telephone Charges-Local	550	46	25	21	458	273	186
36011 Tele Chg-Long Dist	650	54	30	25	542	263	279
36033 Wireless	2,414	201	200	1	2,012	2,002	10
36035 Radio Communications	400	0	0	0	400	397	3
36060 Cable Television	1,740	145	0	145	1,450	3,543	(2,093)
<b>Total Utilities &amp; Communications</b>	<b>93,154</b>	<b>5,793</b>	<b>3,638</b>	<b>2,155</b>	<b>80,898</b>	<b>68,381</b>	<b>12,518</b>
<b>PURCHASED SERVICES</b>							
<b>Insurance</b>							
42010 Airport Liability Insurance	120,868	30,856	0	30,856	120,868	99,178	21,690
42041 Environmental Liability	7,642	0	0	0	7,642	0	7,642
42060 Property Insurance	52,017	0	0	0	52,017	54,690	(2,673)
42095 Insurance Claims	20,000	1,667	0	1,667	16,667	0	16,667
<b>Total Insurance</b>	<b>200,527</b>	<b>32,523</b>	<b>0</b>	<b>32,523</b>	<b>197,194</b>	<b>153,869</b>	<b>43,326</b>
<b>Janitorial</b>							
45010 Refuse Removal Services	3,000	250	220	30	2,500	2,203	297
<b>Total Janitorial</b>	<b>3,000</b>	<b>250</b>	<b>220</b>	<b>30</b>	<b>2,500</b>	<b>2,203</b>	<b>297</b>
<b>Public Communications</b>							
46010 Public Relations	42,000	3,500	0	3,500	35,000	48,613	(13,613)
<b>Total Public Communications</b>	<b>42,000</b>	<b>3,500</b>	<b>0</b>	<b>3,500</b>	<b>35,000</b>	<b>48,613</b>	<b>(13,613)</b>
<b>Professional Services</b>							
49020 Engineering Services	0	0	0	0	0	1,940	(1,940)
49040 Professional Management	280,000	25,386	11,073	14,312	239,350	234,379	4,971
<b>Total Professional Services</b>	<b>280,000</b>	<b>25,386</b>	<b>11,073</b>	<b>14,312</b>	<b>239,350</b>	<b>236,318</b>	<b>3,031</b>
<b>Total Purchased Services</b>	<b>525,527</b>	<b>61,659</b>	<b>11,294</b>	<b>50,365</b>	<b>474,044</b>	<b>441,002</b>	<b>33,042</b>

ALBANY COUNTY AIRPORT AUTHORITY  
Detail of FBO/Million Air Departments  
For the Ten Months Ending Thursday, October 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	325,541	276,070	49,471	2,898,549	2,701,485	197,065
51102	Fuel Discounts - Jet A	350,000	33,678	29,531	4,148	299,866	328,303	(28,437)
51103	Fuel Costs - AvGas	208,635	18,009	21,828	(3,819)	181,646	221,586	(39,939)
51104	Fuel Discount - AvGas	4,000	345	420	(74)	3,483	3,763	(281)
51108	Fuel Costs - Comm AvGas	233,069	20,330	1,871	18,459	194,370	118,412	75,958
51105	Fuel Costs - Auto Gas	78,000	5,257	4,988	269	61,093	61,775	(681)
51107	Fuel Costs - Diesel	200,000	13,457	7,192	6,264	152,281	119,281	33,001
51110	Deicing Type I - Sprayed	344,414	8,564	1,217	7,347	221,735	204,657	17,077
51111	Deicing Type I - Consortium	505,500	18,637	9,763	8,874	346,677	270,695	75,982
51112	Deicing Type IV - Sprayed	44,759	1,090	1,302	(212)	29,704	49,235	(19,531)
51113	Deicing Type IV - Consortium	137,720	8,279	8,019	260	95,178	57,279	37,899
51120	Catering	1,000	83	0	83	833	117	716
51125	Oil	3,000	250	0	250	2,500	1,526	974
51126	TKS	1,000	83	0	83	833	1,028	(194)
	<b>Total FBO</b>	<b>5,494,246</b>	<b>453,603</b>	<b>362,200</b>	<b>91,403</b>	<b>4,488,750</b>	<b>4,139,141</b>	<b>349,609</b>

**Buildings**

52010	Alarm & PA Systems	6,200	517	0	517	5,167	457	4,710
52031	Electrical Repairs & Supplies	10,000	833	167	666	8,333	8,328	5
52032	Elevator Repairs & Supplies	5,000	417	297	120	4,167	4,704	(537)
52033	HVAC	10,500	875	0	875	8,750	11,423	(2,673)
52034	Roof	5,500	458	0	458	4,583	1,439	3,144
52035	Plumbing Repairs & Supplies	3,500	292	0	292	2,917	5,433	(2,516)
52036	Automatic Door Repairs	4,000	333	528	(195)	3,333	528	2,805
52037	Pest Control	744	62	62	0	620	628	(8)
52060	Building Maintenance	27,000	2,250	5,645	(3,395)	22,500	23,660	(1,160)
52062	Janitorial Supplies	5,000	417	136	281	4,167	7,670	(3,503)
52063	Window Washing	4,477	373	1,033	(660)	3,731	5,166	(1,435)
52080	Sign Expense	500	42	0	42	417	0	417
	<b>Total Buildings</b>	<b>82,421</b>	<b>6,868</b>	<b>7,868</b>	<b>(999)</b>	<b>68,684</b>	<b>69,435</b>	<b>(751)</b>

**Grounds**

53010	Landscaping	500	0	0	0	500	0	500
53030	Pavement Repairs	500	0	0	0	500	0	500
53040	Sign Expense	100	8	0	8	83	0	83
53070	Hazardous Waste Mgmt	10,000	833	0	833	8,333	0	8,333
53078	Liquid Waste Disposal	12,000	1,000	2,559	(1,559)	10,000	17,060	(7,060)
	<b>Total Grounds</b>	<b>23,100</b>	<b>1,842</b>	<b>2,559</b>	<b>(717)</b>	<b>19,417</b>	<b>17,060</b>	<b>2,357</b>

**Vehicles**

54010	Gasoline	10,000	624	451	173	7,130	7,889	(759)
54011	Diesel Fuel	64,000	4,288	4,149	138	50,453	55,874	(5,421)
54013	Vehicle / Equipment Tires	10,500	875	2,589	(1,714)	8,750	9,677	(927)
54021	Vehicle Repair & Maintenance	1,500	125	668	(543)	1,250	817	433
54022	Vehicle Communication Equip	2,000	167	0	167	1,667	4,903	(3,236)
54030	General Equip Repair & Maint	57,500	4,792	36,953	(32,161)	47,917	92,394	(44,477)
54031	Quality Control Testing Equip	15,000	1,250	2,553	(1,303)	12,500	6,488	6,012
54040	Heavy Equipment Maint	125,000	20,712	13,619	7,094	100,626	111,388	(10,762)
54070	Vehicle Shop Tools & Supplies	6,500	542	0	542	5,417	5,066	351
	<b>Total Vehicles</b>	<b>292,000</b>	<b>33,374</b>	<b>60,981</b>	<b>(27,607)</b>	<b>235,709</b>	<b>294,496</b>	<b>(58,787)</b>

ALBANY COUNTY AIRPORT AUTHORITY  
Detail of FBO/Million Air Departments  
For the Ten Months Ending Thursday, October 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
<b>Total Material &amp; Supplies</b>	<b>5,891,767</b>	<b>495,687</b>	<b>433,608</b>	<b>62,079</b>	<b>4,812,560</b>	<b>4,520,132</b>	<b>292,428</b>
<b>Office</b>							
55010 Office Equipment Rental	1,912	159	123	37	1,593	1,049	545
55012 Office Equipment Serv Agrmnt	600	0	0	0	400	360	40
55013 Office Equipment Repairs	100	8	0	8	83	0	83
55014 Computer System Supplies	6,250	521	0	521	5,208	0	5,208
55015 Hardware/Software Maint	8,390	699	295	404	6,992	5,419	1,573
55016 Computer Equipment	650	54	0	54	542	644	(102)
55020 Office Furniture & Fixtures	2,000	167	0	167	1,667	0	1,667
55030 Printed Forms / Letterhead	1,000	83	0	83	833	0	833
55032 Printing Outside Services	300	25	0	25	250	294	(44)
55041 Express Mail	250	21	0	21	208	0	208
55060 Office Supplies	5,000	417	32	385	4,167	4,301	(134)
55070 Payroll Services	18,000	1,276	963	313	14,936	15,682	(747)
<b>Total Office</b>	<b>44,452</b>	<b>3,430</b>	<b>1,412</b>	<b>2,018</b>	<b>36,879</b>	<b>27,749</b>	<b>9,130</b>
<b>Administration</b>							
66000 Dues & Subscriptions	17,300	33	0	33	17,138	15,052	2,086
66010 AvPorts/MA Training & Travel	11,500	958	2,279	(1,321)	9,583	5,190	4,393
66013 Function Refreshments	1,000	83	0	83	833	0	833
66015 Incentives	43,000	3,710	4,056	(346)	34,335	35,184	(849)
66031 Economic Development	1,000	83	0	83	833	0	833
66060 Credit Card Service Charges	104,000	10,875	7,305	3,571	92,930	84,302	8,628
<b>Total Administration</b>	<b>177,800</b>	<b>15,743</b>	<b>13,639</b>	<b>2,103</b>	<b>155,653</b>	<b>139,729</b>	<b>15,925</b>
Total Expenses	8,760,018	741,490	683,035	58,455	7,245,032	6,955,926	289,106
Total Exp & Non Cap Equip.	<u>8,760,018</u>	<u>741,490</u>	<u>683,035</u>	<u>58,455</u>	<u>7,245,032</u>	<u>6,955,926</u>	<u>289,106</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. Oct 31, 19
<b><u>FBO MANAGEMENT - MILLION AIR:</u></b>														
<b>Commercial</b>														
Fuel Farm Technician	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	0.00
Line Service Technician	9.00	8.00	8.00	8.00	8.00	8.00	8.00	8.00	8.00	7.00	7.00	7.00	7.00	-2.00
Fuel Farm /Facility Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	0.00
<b>General Aviation</b>														
Line Service Technician	15.00	16.00	15.00	14.00	15.00	16.00	17.00	17.00	14.00	12.00	14.00	14.00	14.00	-1.00
Facilities Maintenance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Customer Service Representative	5.00	5.00	5.00	5.00	5.00	5.00	6.00	6.00	5.00	5.00	5.00	5.00	5.00	0.00
<b>Administration</b>														
General Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	0.00
LSM-GA Trainer	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	0.00
Operations Supervisors/PM	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	0.00
<b>Total Million Air Positions</b>	<b>35.00</b>	<b>35.00</b>	<b>34.00</b>	<b>33.00</b>	<b>34.00</b>	<b>35.00</b>	<b>37.00</b>	<b>37.00</b>	<b>32.00</b>	<b>30.00</b>	<b>32.00</b>	<b>0.00</b>	<b>0.00</b>	<b>-3.00</b>

## Personnel Services & Benefits

For the ten months ended October 31, 2019

	<b>Million Air</b>		
	Year to Date Budget	Year to Date Actual	Variance
<b>Personnel Services</b>			
Regular - Salaries	\$ 921,673	\$ 914,861	\$ 6,812
Holiday Pay	-	-	-
Other Dollars/Funeral/Jury/Retro	56,779	40,110	16,669
Shift Premium	5,147	5,698	(551)
Lead Pay	1,610	3,349	(1,739)
Sick Pay	17,447	16,845	602
Personal Pay	27,045	24,156	2,889
Vacation Pay	23,750	24,056	(306)
Sub Total	1,053,451	1,029,075	24,376
Overtime	144,605	207,332	(62,727)
Double Time Pay	-	-	-
Total	1,198,056	1,236,407	(38,351)
<b>Employee Benefits</b>			
Social Security & Medicare	94,625	91,789	2,836
Federal Unemployment Tax	3,970	1,598	2,372
NYS Unemployment	15,427	4,393	11,034
Workers Compensation	-	-	-
401 (K) Plan Match	11,789	14,937	(3,148)
Health & Dental Insurance	381,761	430,828	(49,067)
Employee Benefits Deductions	(39,897)	(38,123)	(1,774)
Disability/Life Insurance	2,892	1,470	1,422
Total	470,567	506,892	(36,325)
Total Salaries and Benefits	\$ 1,668,623	\$ 1,743,299	\$ (74,676)



# Albany International Airport 2019 FBO Performance Measurements For the ten months ended October 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	18
Into-plane gallons pumped	18,602,032	19,495,122	21,013,458	20,590,563	18,592,497
Number of Audits performed by Airlines/ Quality Control-Employee Training Records	25	28	31	5	20
Number of non-compliance items reported in Airline Audits	10	9	6	4	9
AvGas fuel sales commercial	152,586	109,593	95,909	63,680	35,230
Deicing gallons pumped	128,320	157,039	208,128	156,500	109,027
Workers' compensation cases	4	0	0	0	0
Employees who have completed Safety Programs	20	55	60	15	39
Quality control audits at the Fuel Farm (less the better)	13	25	17	5	15
Completed monthly training programs	12	12	12	12	10
Monthly survey of airlines	100%	100%	100%	100%	100%
Overtime/Personnel Services (%)	13.3%	14.3%	13.9%	10.7%	12.4%

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	57,707
Jet A fuel sales (gallons)	1,031,066	996,302	1,158,694	1,199,698	1,043,678
Number of international flights	517	456	426	500	27
General Aviation Aircraft customer transactions	7,392	6,931	7,479	7,687	6,640
Number of Aircraft Arrivals	7,349	7,260	7,822	8,000	6,347
Number of Aircraft fueled	5,958	6,307	5,833	6,000	5,489
Number of ramp fees collected	2,102	1,743	2,071	2,200	2,102
Number of landing fees collected	4,147	3,637	3,682	3,800	3,522
Employees who completed the NATA Safety 1st Program	20	9	21	20	1
Employees who completed all Safety Programs	15	54	79	14	41
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%	23.4%

N/A for Oct

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	32.0
Total Million Air overtime	13.0%	13.9%	15.5%	12.1%	16.8%
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%	24%
Workers' compensation cases	2	3	1	0	0
Number of customers gained (prior year comparison)	6%	-6%	8%	1%	3%
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

	2019	October 2019				October 2018 Actual	2019 Actual/ Prior Year Variance %
	Adopted FY Budget	Budget YTD	Actual YTD	Variance YTD	Variance %		
<b>EXPENSES BY CATEGORY</b>							
Personal Services	\$ 1,976,885	\$ 1,647,404	\$ 1,685,407	\$ ( 38,003 )	-2.31%	\$ 1,633,301	-3.19%
Employee Benefits	1,396,127	1,167,965	1,126,918	41,047	3.51%	1,104,733	-2.01%
Utilities & Communications	92,918	77,769	75,054	2,715	3.49%	65,089	-15.31%
<b>Purchased Services</b>							
Accounting & Auditing	61,000	52,366	104,561	(52,195)	-99.67%	50,946	-105.24%
Insurance	337,994	337,994	347,767	(9,773)	-2.89%	339,622	-2.40%
Legal Services	50,000	41,667	23,120	18,546	44.51%	79,905	71.07%
Janitorial	17,063	14,110	13,502	608	4.31%	14,002	3.58%
Public Communications	414,954	345,795	144,661	201,134	58.17%	177,911	18.69%
Special Studies	35,000	29,167	72,328	(43,161)	-147.98%	84,318	14.22%
Professional Services	101,160	84,300	92,896	(8,596)	100.00%	72,790	-27.62%
<b>Total Purchased Services</b>	<b>1,017,171</b>	<b>905,399</b>	<b>798,835</b>	<b>106,563</b>	<b>11.77%</b>	<b>819,494</b>	<b>2.52%</b>
<b>Material &amp; Supplies</b>							
Buildings	31,263	26,053	23,915	2,137	8.20%	14,589	-63.93%
Grounds	500	500	0	500	100.00%	162	100.00%
<b>Total Material &amp; Supplies</b>	<b>31,763</b>	<b>26,553</b>	<b>23,915</b>	<b>2,637</b>	<b>9.93%</b>	<b>14,751</b>	<b>-62.13%</b>
Office	220,506	190,045	210,228	(20,183)	-10.62%	190,552	-10.33%
Administration	127,020	109,411	114,168	(4,757)	-4.35%	96,883	-17.84%
<b>Total Expenses</b>	<b>\$ 4,862,390</b>	<b>\$ 4,124,546</b>	<b>\$ 4,034,525</b>	<b>\$ 90,019</b>	<b>2.18%</b>	<b>\$ 3,924,803</b>	<b>-2.80%</b>

ALBANY COUNTY AIRPORT AUTHORITY  
 ACAA  
 For the Ten Months Ending Thursday, October 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
<b>EXPENSES</b>							
<b>Personal Services</b>							
11000 Salaries	\$1,976,885	\$164,740	\$160,152	\$4,588	\$1,647,404	\$1,633,937	\$13,467
12010 Overtime 1.5	0	0	0	0	0	47	(47)
13000 Temporary Help	0	0	36,428	(36,428)	0	51,423	(51,423)
<b>Total Personal Services</b>	<b>1,976,885</b>	<b>164,740</b>	<b>196,580</b>	<b>(31,839)</b>	<b>1,647,404</b>	<b>1,685,407</b>	<b>(38,003)</b>
<b>Employee Benefits</b>							
21000 Social Security	151,803	11,980	12,136	(157)	130,342	123,638	6,704
22000 Health Insurance	598,427	49,869	44,093	5,776	498,689	457,296	41,393
22105 OPEB	325,000	27,083	27,083	0	270,833	270,833	0
22200 Health-Dental	45,232	3,769	3,195	574	37,693	33,780	3,913
22300 Health-Vision	6,643	554	487	67	5,536	5,104	432
23000 Health - AFLAC	7,560	630	576	54	6,300	5,954	346
24010 EAP Program	970	178	0	178	970	791	179
24015 Smoking Cessation Class	1,200	100	0	100	1,000	0	1,000
25005 Uniform Purchases	0	0	0	0	0	994	(994)
26010 Disability Insurance	644	54	0	54	537	171	365
26020 Unemployment Insurance	3,259	9	51	(42)	3,241	2,477	764
26030 Workers Compensation	4,812	401	0	401	4,010	7,476	(3,466)
29000 NYS Retirement	250,577	20,881	23,178	(2,296)	208,814	218,405	(9,591)
<b>Total Employee Benefits</b>	<b>1,396,127</b>	<b>115,508</b>	<b>110,798</b>	<b>4,710</b>	<b>1,167,965</b>	<b>1,126,918</b>	<b>41,047</b>
<b>Utilities &amp; Communications</b>							
31000 Electric	23,000	1,160	1,241	(81)	19,302	15,356	3,946
33000 Natural Gas	5,500	56	68	(12)	4,786	4,607	179
36010 Telephone Charges-Local	5,500	458	415	43	4,583	4,115	469
36011 Tele Chg-Long Dist	1,500	125	335	(210)	1,250	4,644	(3,394)
36015 Telephones-Monthly Service	15,000	1,250	1,295	(45)	12,500	11,336	1,164
36016 Telephones-Monthly Usage	1,500	125	104	21	1,250	2,383	(1,133)
36020 Telephone Repairs	23,585	1,965	353	1,612	19,654	12,052	7,602
36032 Internet Access	17,100	1,425	1,437	(12)	14,250	20,371	(6,121)
36060 Cable Television	233	19	23	(3)	194	189	5
<b>Total Utilities &amp; Communications</b>	<b>92,918</b>	<b>6,584</b>	<b>5,271</b>	<b>1,313</b>	<b>77,769</b>	<b>75,054</b>	<b>2,715</b>
<b>PURCHASED SERVICES</b>							
<b>Accounting &amp; Auditing</b>							
41010 Financial Services	55,000	3,684	0	3,684	46,366	99,239	(52,873)
41020 Rates & Charges	6,000	0	0	0	6,000	5,322	678
<b>Total Accounting &amp; Auditing</b>	<b>61,000</b>	<b>3,684</b>	<b>0</b>	<b>3,684</b>	<b>52,366</b>	<b>104,561</b>	<b>(52,195)</b>
<b>Insurance</b>							
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	0	0	0	2,027	2,388	(361)
42065 Crime Insurance	2,397	0	0	0	2,397	6,577	(4,180)
42090 Fiduciary Insurance	1,272	0	0	0	1,272	1,690	(418)
42070 Public Official Liability	24,519	0	0	0	24,519	25,061	(542)
42080 Cyber Liability	11,906	0	0	0	11,906	16,160	(4,254)
42093 Agency Fee	30,000	0	0	0	30,000	30,000	0
<b>Total Insurance</b>	<b>337,994</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>337,994</b>	<b>347,767</b>	<b>(9,773)</b>

ALBANY COUNTY AIRPORT AUTHORITY  
 ACAA  
 For the Ten Months Ending Thursday, October 31, 2019

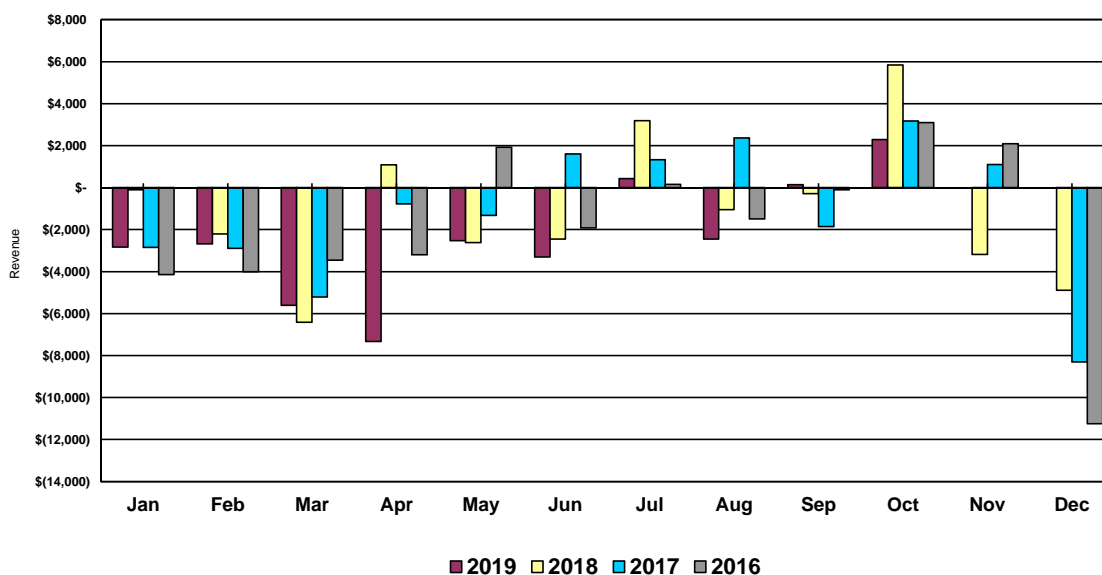
	Total Annual Budget	This Month Budget	This Month Actual	Var this Mo To Budget	Year to Date Budget	Year to Date Actual	Var this Yr to Budget
<b>Legal</b>							
43000 Legal Services	50,000	4,167	8,573	(4,406)	41,667	23,120	18,546
<b>Total Legal</b>	<b>50,000</b>	<b>4,167</b>	<b>8,573</b>	<b>(4,406)</b>	<b>41,667</b>	<b>23,120</b>	<b>18,546</b>
<b>Janitorial</b>							
45000 Janitorial Services	17,063	1,313	1,350	(38)	14,110	13,502	608
<b>Total Janitorial</b>	<b>17,063</b>	<b>1,313</b>	<b>1,350</b>	<b>(38)</b>	<b>14,110</b>	<b>13,502</b>	<b>608</b>
<b>Public Communications</b>							
46010 Public Relations	85,389	7,116	14,869	(7,753)	71,158	97,921	(26,764)
46015 Advertising	329,565	27,464	4,035	23,429	274,638	46,740	227,898
<b>Total Public Communications</b>	<b>414,954</b>	<b>34,580</b>	<b>18,904</b>	<b>15,676</b>	<b>345,795</b>	<b>144,661</b>	<b>201,134</b>
<b>Studies</b>							
47000 Special Studies	35,000	2,917	14,893	(11,976)	29,167	72,328	(43,161)
<b>Total Studies</b>	<b>35,000</b>	<b>2,917</b>	<b>14,893</b>	<b>(11,976)</b>	<b>29,167</b>	<b>72,328</b>	<b>(43,161)</b>
<b>Professional Services</b>							
49005 Appraisal	5,000	417	0	417	4,167	0	4,167
49010 Architectural	30,000	2,500	0	2,500	25,000	0	25,000
49015 Consultant	18,000	1,500	6,313	(4,813)	15,000	37,563	(22,563)
49020 Engineering Services	3,000	250	0	250	2,500	17,700	(15,200)
49060 Code Enforcement	45,160	3,763	3,763	0	37,633	37,633	0
<b>Total Professional Services</b>	<b>101,160</b>	<b>8,430</b>	<b>10,076</b>	<b>(1,646)</b>	<b>84,300</b>	<b>92,896</b>	<b>(8,596)</b>
<b>Total Purchased Services</b>	<b>1,017,171</b>	<b>55,089</b>	<b>53,795</b>	<b>1,295</b>	<b>905,398</b>	<b>798,834</b>	<b>106,564</b>
<b>MATERIALS &amp; SUPPLIES</b>							
<b>Buildings</b>							
52010 Alarm & PA Systems	3,000	250	0	250	2,500	6,875	(4,375)
52031 Electrical Repairs & Supplies	8,000	667	668	(1)	6,667	2,089	4,578
52032 Elevator Repairs & Supplies	3,000	250	297	(47)	2,500	4,704	(2,204)
52033 HVAC	1,500	125	0	125	1,250	0	1,250
52034 Roof	500	42	0	42	417	0	417
52035 Plumbing Repairs & Supplies	1,500	125	0	125	1,250	4,110	(2,860)
52036 Automatic Door Repairs	500	42	0	42	417	0	417
52037 Pest Control	1,500	125	0	125	1,250	0	1,250
52059 Storage Space Rental	7,500	625	730	(105)	6,250	5,951	299
52060 Building Maintenance	3,000	250	0	250	2,500	186	2,314
52063 Window Washing	1,263	105	0	105	1,053	0	1,053
<b>Total Buildings</b>	<b>31,263</b>	<b>2,605</b>	<b>1,695</b>	<b>911</b>	<b>26,053</b>	<b>23,915</b>	<b>2,137</b>
<b>Grounds</b>							
53010 Landscaping	500	0	0	0	500	0	500
<b>Total Grounds</b>	<b>500</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>500</b>	<b>0</b>	<b>500</b>
<b>Total Material &amp; Supplies</b>	<b>31,763</b>	<b>2,605</b>	<b>1,695</b>	<b>911</b>	<b>26,553</b>	<b>23,915</b>	<b>2,637</b>
<b>Office</b>							
55010 Office Equipment Rental	10,133	844	700	144	8,444	8,396	48
55011 Copy Machine Use	0	0	0	0	0	839	(839)

ALBANY COUNTY AIRPORT AUTHORITY  
 ACAA  
 For the Ten Months Ending Thursday, October 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
55012 Office Equipment Serv Agrmnt	3,297	275	275	0	2,748	2,896	(149)
55013 Office Equipment Repairs	500	42	0	42	417	0	417
55014 Computer System Supplies	26,500	2,208	282	1,926	22,083	21,311	772
55015 Hardware/Software Maint	107,356	8,892	13,450	(4,557)	95,562	118,498	(22,935)
55016 Computer Equipment	10,720	893	2,580	(1,687)	8,933	10,520	(1,587)
55020 Office Furniture & Fixtures	10,000	833	715	119	8,333	1,952	6,381
55030 Printed Forms / Letterhead	1,000	83	0	83	833	202	632
55032 Printing Outside Services	20,000	1,667	350	1,317	16,667	16,978	(311)
55040 Postage	8,500	708	1,280	(572)	7,083	7,970	(887)
55041 Express Mail	500	42	50	(8)	417	567	(150)
55050 Reference Materials	1,000	83	0	83	833	0	833
55060 Office Supplies	15,000	1,250	1,769	(519)	12,500	14,838	(2,338)
55070 Payroll Services	6,000	325	116	209	5,191	5,260	(70)
<b>Total Office</b>	<b>220,506</b>	<b>18,147</b>	<b>21,566</b>	<b>(3,419)</b>	<b>190,045</b>	<b>210,228</b>	<b>(20,183)</b>
<b>Administration</b>							
66000 Dues & Subscriptions	18,000	822	312	510	13,828	10,273	3,556
66001 Airport Membership (ACI)	14,000	0	0	0	14,000	14,217	(217)
66002 A.A.A.E. Memberships	550	0	0	0	550	550	0
66003 G.F.O.A.	800	67	0	67	667	780	(113)
66005 NYS Bar Association	670	0	275	(275)	442	275	167
66006 NY Airport Managers Assoc	5,000	0	(3,000)	3,000	5,000	5,000	0
66007 Local Chamber Of Commerce	6,000	284	450	(166)	6,000	6,096	(96)
66008 Center For Economic Growth	3,000	0	0	0	3,000	3,000	0
66011 Authority Travel & Education	500	42	0	42	417	48	369
66012 Authority Mgmt Travel & Educ	20,000	1,667	8,664	(6,997)	16,667	17,841	(1,174)
66013 Function Refreshments	20,000	1,667	3,238	(1,572)	16,667	13,395	3,272
66014 Outside Functions	5,000	417	0	417	4,167	2,828	1,339
66020 Tuition Reimbursement	0	0	0	0	0	1,946	(1,946)
66030 Advertising - Public Meetings	20,000	1,667	2,508	(841)	16,667	25,015	(8,349)
66031 Economic Development	1,000	83	0	83	833	0	833
66060 Credit Card Service Charges	2,500	235	259	(24)	2,174	2,582	(408)
66062 Bank & Paying Agent Fees	10,000	833	984	(151)	8,333	10,322	(1,989)
<b>Total Administration</b>	<b>127,020</b>	<b>7,783</b>	<b>13,691</b>	<b>(5,908)</b>	<b>109,411</b>	<b>114,168</b>	<b>(4,757)</b>
Total Expenses	4,862,390	370,457	403,395	(32,938)	4,124,546	4,034,525	90,021
83000 Non Capital Equipment	0	0	0	0	0	(598)	598
Total Exp & Non Cap Equip.	<u>4,862,390</u>	<u>370,457</u>	<u>403,395</u>	<u>(32,938)</u>	<u>4,124,546</u>	<u>4,033,927</u>	<u>90,619</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	\$120,155	\$79,578	\$40,577	\$106,725	\$60,685	\$46,040	\$59,237	\$46,639
Direct Purchase	70,704	22,048	48,657	85,578	28,506	57,071	46,454	40,212
Salaries	0	109,514	(109,514)	0	104,579	(104,579)	(106,702)	(96,743)
Misc Rev/Exp (*)	623	4,213	(3,590)	499	4,049	(3,550)	(5,430)	(3,262)
<b>Total</b>	<b>\$191,483</b>	<b>\$215,352</b>	<b>(\$23,870)</b>	<b>\$192,802</b>	<b>\$197,819</b>	<b>(\$5,018)</b>	<b>(\$6,441)</b>	<b>(\$13,153)</b>
(*) 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	13,689	21,018	(7,329)	18,944	17,859	1,085	(769)	(3,193)
May	18,740	21,271	(2,530)	22,284	24,897	(2,613)	(1,320)	1,929
June	16,625	19,924	(3,299)	19,899	22,354	(2,455)	1,602	(1,923)
July	21,882	21,454	428	22,297	19,108	3,188	1,322	154
August	23,998	26,444	(2,446)	21,174	22,218	(1,044)	2,359	(1,491)
September	16,995	16,855	140	19,849	20,137	(288)	(1,863)	(107)
October	37,320	35,028	2,291	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)
<b>Total</b>	<b>\$191,483</b>	<b>\$ 215,352</b>	<b>(\$23,870)</b>	<b>\$ 242,117</b>	<b>\$ 255,211</b>	<b>(\$13,094)</b>	<b>(\$13,658)</b>	<b>(\$22,315)</b>
YTD	\$ 191,483	\$ 215,352	\$ (23,870)	\$ 192,802	\$ 197,819	\$ (5,018)	\$ (6,441)	\$ (13,153)

# Albany International Airport Departure Operating Summary For the ten months ended October 31

	Total 2019 Budget	This Month		Year to Date		
		Budget	Actual	Budget	Actual	Variance
<b>Revenue</b>						
Museum Shop	\$141,607	14,197.36	\$31,072	\$118,678	\$120,155	\$1,477
Direct Buy	113,560	13,403	6,576	95,201	70,704	(24,497)
Shipping	926	18	118	810	820	10
Layaway	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0
Over/(Short)	0	0	(47)	0	(47)	(47)
Gift Cert. Redeemed/(Sold)	0	0	(400)	0	(150)	(150)
<b>Total Revenues</b>	<b>\$256,092</b>	<b>\$27,618</b>	<b>\$37,320</b>	<b>\$214,689</b>	<b>\$191,483</b>	<b>(\$23,207)</b>
<b>Expenses</b>						
Salaries and Benefits						
Salaries	\$101,593	\$8,805	\$7,615	\$83,883	\$84,556	-\$674
Benefits	31,574	3,183	1,245	27,259	24,957	2,301
<b>Total Salaries and Benefits</b>	<b>133,166</b>	<b>11,989</b>	<b>8,860</b>	<b>111,141</b>	<b>109,514</b>	<b>1,628</b>
Museum Shop	80,751	8,777	25,801	64,875	79,578	(14,703)
Direct Buy	38,213	1,794	0	28,860	22,048	6,813
Shipping	610	18	263	481	739	(258)
Parking	584	53	0	434	581	(147)
Telephone	156	17	0	136	97	39
Travel/Membership/Donations	285	0	0	285	50	235
Equipment/Repairs/Loss/Supplies	3,345	83	106	2,774	2,745	29
Credit Card Fees	9,362	0	0	0	0	0
<b>Total Expenses</b>	<b>\$266,471</b>	<b>\$22,729</b>	<b>\$35,028</b>	<b>\$208,987</b>	<b>\$215,352</b>	<b>(\$6,365)</b>
<b>Net Revenues</b>	<b>(\$10,379)</b>	<b>\$4,889</b>	<b>\$2,291</b>	<b>\$5,702</b>	<b>(\$23,870)</b>	<b>(\$29,571)</b>



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. Oct 31, 19
<b><u>AUTHORITY</u></b>														
Administration	23.00	22.00	22.00	22.00	22.00	22.00	22.00	22.00	22.00	22.00	22.00			-1.00
Total Authority Positions	23.00	22.00	22.00	22.00	22.00	22.00	22.00	22.00	22.00	22.00	22.00	0.00	0.00	-1.00
Total Airport Positions	231.00	213.50	215.00	215.00	217.00	218.50	218.75	219.25	215.25	210.25	210.25	0.00	0.00	-20.75

# Albany International Airport 2019 ACAA Performance Measurements For the ten months ended October 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	68
Aviation conferences/meetings	29	30	51	30	35
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%	10%
T Hangar rent increase/(decrease) from previous year	-3%	1%	4%	-2%	7%
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%	5%
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%	36%
Paradies	37%	43%	54%	38%	62%
Dunkin Donuts	33%	44%	48%	50%	57%
OHM (New concessionaire as of March 2018)	N/A	N/A	33%	20%	73%
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	12,412
Ambassador assistance - landside	66,111	120,038	21,750	20,000	16,470
Ambassador assistance - airside	31,768	29,670	27,568	30,000	37,168
Canine assistance-landside (new for 2015)	45,294	93,060	80,333	80,000	60,591
Canine assistance-airside (new for 2015)	6,442	7,024	4,375	5,000	2,857
Concession revenue increase from previous year	3.7%	7.0%	2.4%	1.3%	8.5%
Business Center Visitors (new for 2017)	1278	2670	3275	3,500	3310
Community tours	33	44	30	40	24

***AGENDA ITEM NO. 5.2***

***COMPARISON OF ENPLANEMENTS***

## Comparison of Enplanements 2018 - 2019

	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	TOTAL
<b>Albany International Airport (ALB)</b>													
Current Year	119,639	116,482	106,622	106,760	131,398	133,722	129,868	129,585	143,957	144,967	120,058	136,558	1,519,616
Prior Year	115,758	107,862	104,011	102,852	126,052	122,342	126,345	128,470	137,983	139,520	113,139	132,723	1,457,057
% of Change	3.35%	7.99%	2.51%	3.80%	4.24%	9.30%	2.79%	0.87%	4.33%	3.90%	6.12%	2.89%	4.29%
<b>Bradley International Airport (BDL)</b>													
Current Year	285,639	270,790	241,312	238,652	286,170	302,915	302,763	290,619	302,636	297,662	261,996	N/A	3,081,154
Prior Year	264,878	264,878	237,215	235,556	269,481	288,401	284,122	285,063	311,100	312,711	255,985	N/A	3,009,390
% of Change	7.84%	2.23%	1.73%	1.31%	6.19%	5.03%	6.56%	1.95%	-2.72%	-4.81%	2.35%	N/A	2.38%
<b>Buffalo Niagara International Airport (BUF)</b>													
Current Year	201,219	191,142	158,054	153,200	214,190	218,968	232,113	225,693	237,078	242,176	201,851	212,507	2,488,191
Prior Year	189,261	180,112	162,717	158,607	212,421	213,631	237,279	232,716	246,058	244,123	206,248	222,735	2,505,908
% of Change	6.32%	6.12%	-2.87%	-3.41%	0.83%	2.50%	-2.18%	-3.02%	-3.65%	-0.80%	-2.13%	-4.59%	-0.71%
<b>Greater Rochester International Airport (ROC)</b>													
Current Year	109,024	100,547	91,034	90,318	110,297	109,411	121,722	109,801	116,857	115,732	102,703	115,325	1,292,771
Prior Year	104,404	99,445	89,012	91,691	107,777	108,161	117,556	112,539	121,371	115,854	100,068	114,121	1,281,999
% of Change	4.43%	1.11%	2.27%	-1.50%	2.34%	1.16%	3.54%	-2.43%	-3.72%	-0.11%	2.63%	1.06%	0.84%
<b>Plattsburgh International Airport (PBG)</b>													
Current Year	9,787	11,404	10,083	15,177	17,328	13,794	7,491	7,448	11,783	10,541	3,566	6,903	125,305
Prior Year	7,568	10,783	9,945	13,711	17,305	12,352	6,803	5,832	9,943	9,432	5,020	8,227	116,921
% of Change	29.32%	5.76%	1.39%	10.69%	0.13%	11.67%	10.11%	27.71%	18.51%	11.76%	-28.96%	-16.09%	7.17%
<b>Stewart International Airport (SWF)</b>													
Current Year	28,417	28,589	22,330	17,736	21,118	22,945	27,430	26,283	30,081	31,156	17,019	N/A	273,102
Prior Year	22,562	23,242	21,466	19,631	23,893	25,249	32,325	34,999	38,163	30,074	31,647	N/A	303,250
% of Change	25.95%	23.01%	4.02%	-9.65%	-11.62%	-9.13%	-15.14%	-24.90%	-21.18%	3.60%	-46.22%	N/A	-9.94%
<b>Syracuse International Airport (SYR)</b>													
Current Year	98,723	94,647	85,812	88,986	107,201	102,828	114,544	109,483	123,947	124,608	105,130	117,855	1,273,764
Prior Year	89,892	85,481	75,835	81,317	91,908	97,947	96,879	96,337	110,919	109,613	94,907	107,426	1,138,461
% of Change	9.82%	10.72%	13.16%	9.43%	16.64%	4.98%	18.23%	13.65%	11.75%	13.68%	10.77%	9.71%	11.88%
<b>Westchester County Airport (HPN)</b>													
Current Year	55,952	66,193	60,594	60,693	71,484	73,250	74,590	70,960	77,854	77,940	65,139	75,791	830,440
Prior Year	61,476	62,600	57,087	56,060	62,078	64,854	63,429	63,828	70,569	73,990	58,935	68,356	763,262
% of Change	-8.99%	5.74%	6.14%	8.26%	15.15%	12.95%	17.60%	11.17%	10.32%	5.34%	10.53%	10.88%	8.80%

N/A - Not Available

***AGENDA ITEM NO. 5.3***

***SUMMARY AIRLINES SCHEDULED***

***FLIGHTS AND MARKETS***



**ALBANY INTERNATIONAL AIRPORT  
DAILY DEPARTURES  
CHANGES TO BE IMPLEMENTED BY DECEMBER 11, 2019**

<u>JET SERVICE</u>	<u>Destination</u>	<u># of Flights</u>		<u>Inc/(Dec) in Flights</u>	<u>Daily Seat Changes</u>
		<u>This Month</u>	<u>Last Month</u>		
<b>DELTA</b>	Atlanta - Equipment Change	3	3	0	3
	Detroit Wayne County - Equipment Change	1	1	0	24
<b>DELTA CONNECTION</b>					
	Endeavor Detroit Wayne County	0	1	-1	-76
	SkyWest Detroit Wayne County	3	2	1	76
	Minneapolis	0	1	-1	-76
<b>UNITED</b>	Chicago O'Hare - Equipment Change	1	1	0	4
<b>UNITED EXPRESS</b>					
	Air Wisconsin Chicago O'Hare	3	2	1	50
	Commutair New York Newark	4	5	-1	-50
	Expressjet New York Newark	1	0	1	50
	SkyWest Chicago O'Hare	0	1	-1	-70
<b>TOTAL</b>				-1	-65

**RECAP OF CHANGES BY MARKET**

<b>Atlanta</b>	Delta	3
<b>Chicago O'Hare</b>	United	-16
<b>Detroit Wayne County</b>	Delta	24
<b>Minneapolis</b>	Delta	-76
<b>TOTAL</b>		-65

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

<b>AS OF DATES</b>	<b>1/17/18</b>	<b>2/14/18</b>	<b>3/14/18</b>	<b>4/18/18</b>	<b>5/16/18</b>	<b>6/13/18</b>	<b>7/18/18</b>	<b>8/15/18</b>	<b>9/12/18</b>	<b>10/17/18</b>	<b>11/14/18</b>	<b>12/12/18</b>
<b>DAILY DEPARTURES</b>												
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	
	<b>45</b>	<b>47</b>	<b>55</b>	<b>52</b>	<b>54</b>	<b>52</b>	<b>52</b>	<b>50</b>	<b>48</b>	<b>50</b>	<b>50</b>	<b>48</b>
Boutique Air	2	2	2	2	2	2						
Cape Air	6	6	6	6	6	6	6	6	6	6	6	6
	<b>8</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>
<b>TOTAL DAILY FLIGHTS</b>	<b>53</b>	<b>55</b>	<b>63</b>	<b>60</b>	<b>62</b>	<b>60</b>	<b>58</b>	<b>56</b>	<b>54</b>	<b>56</b>	<b>56</b>	<b>54</b>
<b>MAXIMUM SEATS AVAILABLE</b>												
Enplanements	133,025	123,950	154,243	147,265	155,012	152,309	154,730	154,351	138,536	153,820	141,065	143,531
YTD Load Factor 84%	104,011	102,852	126,052	122,342	126,345	125,618	137,983	139,520	113,139	132,723	119,639	116,462
	78%	83%	82%	83%	82%	82%	89%	90%	82%	86%	85%	81%
<b>DIRECT FLIGHT MARKETS</b>												
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
	<b>45</b>	<b>47</b>	<b>55</b>	<b>52</b>	<b>54</b>	<b>52</b>	<b>52</b>	<b>50</b>	<b>48</b>	<b>50</b>	<b>50</b>	<b>48</b>
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
	<b>8</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>
<b>TOTAL MARKETS</b>	<b>53</b>	<b>55</b>	<b>63</b>	<b>60</b>	<b>62</b>	<b>60</b>	<b>58</b>	<b>56</b>	<b>54</b>	<b>56</b>	<b>56</b>	<b>54</b>
<b>AIRCRAFT TYPE</b>												
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
	<b>53</b>	<b>55</b>	<b>63</b>	<b>60</b>	<b>62</b>	<b>60</b>	<b>58</b>	<b>56</b>	<b>54</b>	<b>56</b>	<b>56</b>	<b>54</b>

\*\* 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 December 11, 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		4	14								2				618
06:00 - 06:59		4	10		1		2						1		325
07:00 - 07:59		4	6		2		2								395
08:00 - 08:59	1	2	5		1		1			1				76	100
09:00 - 09:59	2	4	3	2	2						1		1	100	319
10:00 - 10:59	3	2	4		1	2	1					1		269	100
11:00 - 11:59	4	5	3			1	2			2	1		2	419	562
12:00 - 12:59	5	3	5	1		3	2				1		1	453	286
13:00 - 13:59	2	3	4		1	1	1	1					1	200	243
14:00 - 14:59	1	3	2	1	1		1		1					70	270
15:00 - 15:59	1		3			1								63	
16:00 - 16:59	6	2	7	1		1	1	1		1		2	1	625	206
17:00 - 17:59	3	5	5	1	1	1	1		1		1	1	1	343	482
18:00 - 18:59	3	5	3	1	1	1	1				1	1	2	363	636
19:00 - 19:59	1	1	3	1	1									50	70
20:00 - 20:59	3		6	1		1						1		243	
21:00 - 21:59	3		9	1		2								267	
22:00 - 22:59	1		10	1										50	
23:00 - 23:59	6		16	1		1				2		2		718	
00:00 - 00:59	2		18							1		1		303	
01:00 - 01:59			18												
	47	47			12		15		2		7		11	4,612	4,612
Overnights	Gates		16		5		5				3		3		
	Remote		2										2		
	Total		18												
Times	First Departure			6:00		6:12		14:38		5:35		5:30			
	Last Departure			19:30		18:52		17:16		18:15		18:55			
	Last Arrival			23:33		23:43		16:31		23:59		0:05			

***AGENDA ITEM NO. 5.4***

***USDOT ARRIVAL AND DEPARTURE STATISTICS***

**U.S. DEPARTMENT OF TRANSPORTATION AIR TRAVEL CONSUMER REPORT**

	9 MO				6 MO				3 MO				12 MO			
	2019	SEP 19	AUG 19	JUL 19	2019	JUN 19	MAY 19	APR 19	2019	MAR 19	FEB 19	JAN 19	2018	DEC 18	NOV 18	OCT 18
<b>ALBANY ON-TIME (%)</b>																
Arrivals	-	86.1	75.9	72.5	-	73.1	78.2	79.6	-	82.4	75.1	71.9	-	75.2	78.2	84.6
Departures	-	87.1	75.9	76.0	-	79.5	83.3	82.8	-	85.1	76.5	74.0	-	82.2	83.0	87.7
<b>ON-TIME ARRIVALS (%)</b>																
Allegiant	78.6	84.1	76.8	78.6	78.3	72.9	79.5	81.6	78.0	85.3	75.2	73.4	77.4	78.8	78.7	83.5
American	75.3	82.9	74.6	73.7	74.4	67.1	70.4	75.6	78.0	78.3	75.8	80.0	78.4	79.6	80.9	78.8
Delta	84.6	88.6	83.2	80.8	84.9	79.9	86.7	86.2	85.5	88.3	81.6	86.7	85.7	89.1	83.3	90.0
Endeavor	79.8	88.0	79.3	77.8	78.9	72.2	84.0	78.9	79.4	83.7	76.2	78.3	79.3	82.9	77.3	83.3
Envoy	74.5	80.2	75.9	74.2	73.4	68.6	74.1	79.6	72.8	82.3	66.5	69.5	76.7	76.7	78.5	80.6
Express Jet	68.5	71.9	66.4	66.9	68.6	59.5	69.0	68.8	71.4	75.1	69.6	69.6	76.3	70.3	71.6	75.5
Frontier	72.0	78.8	71.2	66.0	72.5	64.0	67.0	77.6	75.5	78.3	74.3	73.9	69.4	74.4	70.1	68.2
Jetblue	72.7	82.0	67.8	70.2	72.4	70.1	77.6	73.4	71.1	73.8	70.0	69.4	71.0	74.5	71.2	78.8
Mesa	75.9	80.8	73.9	76.4	75.4	68.5	74.3	79.6	76.7	78.6	72.3	79.1	77.3	76.1	76.1	73.0
Republic	77.6	85.7	74.0	76.3	77.0	73.5	78.4	78.4	77.3	82.5	76.8	72.6	78.6	82.2	78.2	82.0
Southwest	79.5	88.1	82.2	80.3	77.5	75.1	75.8	78.7	78.5	80.0	73.5	81.9	81.1	78.8	81.7	83.5
Skywest	78.3	83.7	81.0	78.7	76.8	76.3	80.5	82.0	74.1	79.2	69.5	73.5	79.8	78.3	78.6	83.4
United	74.0	79.0	75.4	73.6	76.7	70.2	75.5	79.7	78.2	78.8	77.0	78.8	79.7	80.6	77.8	81.9

SUMMARY ALL AIRLINES - **SEPTEMBER** - On-time 84.12%; Cancelled 1.67%; Diverted 0.21%; Delays: Air Carrier 3.93%, Weather 0.36%; Aviation System 4.85%; Security 0.02%; Late Arrivals 4.83%

<b>COMPLAINTS/100,000 PASSENGERS (%)</b>																
Allegiant	1.6	2.11	1.82	1.30	1.50	1.42	1.55	1.71	1.56	0.66	2.53	1.49	1.65	1.02	1.55	1.28
American	1.8	1.52	2.10	2.49	1.69	2.27	1.76	1.88	1.38	1.46	1.33	1.36	1.38	1.25	1.20	1.56
Delta	0.5	0.49	0.61	0.65	0.47	0.60	0.52	0.46	0.42	0.31	0.53	0.41	0.65	0.44	1.11	0.39
Endeavor	0.4	0.24	0.78	0.51	0.38	0.66	0.08	0.73	0.26	0.15	0.42	0.20	0.43	0.34	0.26	0.25
Envoy	1.2	0.81	1.29	2.42	0.99	1.56	0.59	1.00	0.93	0.72	1.29	0.78	0.84	0.62	0.90	0.42
Express Jet	0.7	0.40	1.75	1.69	0.48	0.43	0.48	0.21	0.57	0.53	0.21	0.96	0.36	0.50	0.31	0.28
Frontier	2.6	2.25	3.29	3.32	2.41	3.58	1.73	2.03	2.33	2.19	2.47	2.34	4.02	2.47	3.60	4.37
Jetblue	1.0	1.31	1.28	1.46	0.80	1.11	0.78	0.79	0.68	0.71	0.70	0.64	0.99	0.87	0.71	0.92
Mesa	0.8	0.76	1.31	1.37	0.69	1.05	1.00	0.41	0.54	0.38	0.56	0.68	0.63	0.67	0.40	0.86
Republic	0.4	0.20	1.01	0.78	0.31	0.41	0.18	0.38	0.28	0.31	0.23	0.31	0.50	0.39	0.52	0.12
Southwest	0.3	0.21	0.30	0.30	0.39	0.40	0.30	0.44	0.38	0.38	0.51	0.26	0.36	0.21	0.31	0.27
Skywest	0.5	0.35	0.57	0.59	0.42	0.63	0.24	0.23	0.48	0.39	0.61	0.44	0.43	0.31	0.41	0.44
United	1.4	1.39	1.92	2.12	1.26	1.81	1.29	1.19	1.06	0.97	1.32	0.88	1.28	0.84	1.09	1.08

SUMMARY ALL AIRLINES - **SEPTEMBER** - 0.97%; 2019 **SIX MONTHS**- 1.05%

<b>MISHANDLED BAGS/1,000 PASSENGERS (%)</b>																
Allegiant	1.75	1.43	1.90	2.00	1.73	1.98	1.64	1.59	1.70	1.54	1.71	1.94	N/A	N/A	N/A	N/A
American	8.79	6.72	9.67	9.71	8.91	11.15	10.06	8.85	7.64	7.38	7.73	7.85	3.77	4.53	3.39	3.34
Delta	4.84	3.87	4.83	5.36	4.91	5.42	5.06	4.54	4.78	4.47	5.23	4.74	1.80	1.68	1.75	1.30
Endeavor	4.53	3.44	4.77	5.10	4.56	5.05	4.60	4.04	4.53	4.1	4.89	4.73	N/A	N/A	N/A	N/A
Envoy	9.82	7.45	9.70	10.11	10.36	13.41	12.73	9.01	8.63	8.2	9.04	8.74	5.3	6.76	5.18	5.01
Express Jet	4.85	4.78	6.32	6.44	6.08	7.99	6.25	2.70	3.06	2.88	2.77	3.51	4.98	6.06	4.11	3.97
Frontier	4.16	4.94	4.02	3.91	4.12	4.43	4.35	3.70	4.01	3.6	3.93	4.52	2.6	1.95	2.00	2.19
Jetblue	5.69	5.46	6.33	6.36	5.50	5.92	5.60	5.59	5.30	5.1	5.25	5.59	1.75	2.24	1.63	1.45
Mesa	8.34	5.94	8.63	8.71	9.47	13.46	12.37	6.39	6.51	6.3	6.65	6.54	N/A	N/A	N/A	N/A
Republic	7.84	6.58	9.70	9.94	7.93	9.84	8.02	6.99	6.44	5.9	6.25	7.34	N/A	N/A	N/A	N/A
Southwest	4.50	3.24	4.14	4.69	4.72	5.05	4.73	4.42	4.70	4.23	5.08	4.91	2.81	3.79	2.66	2.50
Skywest	5.89	4.55	5.53	6.08	6.84	7.37	8.18	3.98	5.74	5.3	6.22	5.84	4.0	6.18	4.44	3.57
United	6.84	5.56	6.96	7.37	6.95	8.39	6.24	5.95	6.99	6.63	7.41	7.03	2.51	3.10	2.33	1.96

SUMMARY ALL AIRLINES - **SEPTEMBER**- 4.68%; 2019 **SIX MONTHS** - 6.00%

Consistent with the Department's introduction of new on-time performance data into the ATCR 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) (%)**

	Nine	V	INV	Six	V	INV	Three	V	INV	Twelve	V	INV
	Months			Months			Months			Months		
Delta		6.15	0.00		8.51	0.00		8.67	0.00		5.89	0.00
Jetblue	Stats	0.80	0.01	Stats	0.72	0.02	Stats	0.80	0.03	Stats	0.66	0.01
Southwest		1.18	0.08		2.81	0.32		2.67	0.43		1.34	0.15
United		3.38	0.00		4.08	0.01		3.91	0.01		3.59	0.01
American		7.09	0.52		10.11	0.73		8.57	0.52		4.58	0.20
ALL AIRLINES		5.08	0.19		6.61	0.31		6.05	0.31		4.49	0.14

<b>COMPLAINTS</b>			
	Screening	Processing	Personal
	Procedures	Time	Property
706	30	47	525
0.00109%	0.00005%	0.00007%	0.00081%

<b>Animal Incidents</b>	
Death	1
Injury	2
Loss	0

## **AGENDA ITEM NO. 6**

### **Project Development**



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](http://www.albanyairport.com)

## PROJECT STATUS REPORT

December 09, 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 updating the data collected. Final report was submitted to the FAA. Stantec and ACAA continue to address the FAA comments.

#### B) Runway 10-28 and Taxiway C Edge Light Replacement (Contract No. S-946)

DLC Electric, the low bid contractor mobilized and has been working nights installing light bases along Runway 10-28 and Taxiway "C". Working at night allows for runway and taxiway closures. The contractor is also working days doing threshold lighting and wiring on Runway 10-28 and Taxiway "C". The contractor is working weekend nights, weather permitting, to do the light installations at the intersection of the two Runways which requires an Airport closure. The project was forced to shut-down before Thanksgiving due to winter weather conditions.

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

Rifenburg Contracting was the low bidder for this project. Rifenburg completed pipe installation across Albany Shaker Road. Rifenburg and C.T. Male coordinated the work with NYS DOT due to the overlap of work zones with the Exit 4 project. Rifenburg completed the pipe installation across Albany Shaker Road on November 1, 2019 and restoration was completed on December 6, 2019. All work for the road crossing was done at night to avoid conflicts with the NYSDOT Exit 3 project. The airfield work will be done in the Spring of 2020.

## **II. LANDSIDE IMPROVEMENTS**

### **A) Revenue Upgrades and PARCS System (Contract #990-GC)**

The existing parking revenue system is being replaced with the PARCS system. Amano Magan is working with ATI Access Control and HMA Contracting to remove the existing equipment, install revenue island extensions and install and test the new PARCS system which includes LPR's (License Plate Readers) and EZ Pass Plus antennas as well as pay on foot kiosks to be installed at key locations, which will allow parking customers to pay for parking before they get to their vehicle, speeding up their exit from the parking lot. The Long Term, Short Term and North Garage entrances and exits are operating with the new equipment. The Economy Lot entrance/exit is operating with the new equipment and the installation in the back entrance/exit of Economy Lot will be complete by the end of the year.

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

The project was divided into 4 separate contracts to expedite the construction. The Precast Concrete Contract 989-PC which is the fabrication and erection of the precast garage which includes caulking the joints and sealing the top of the double T's which is currently over 70% completed. The contractor is in the process of making repairs to small area damaged during shipping or erection. Contract 989-SF which is the site and utility relocations, pile driving and concrete pile caps which LeChase Construction is working on is 98% complete. All concrete work has been completed, there is a high mast light which needs to be reinstalled. 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 has the equipment onsite and plans to begin installation before the end of the year. 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. The contractor completed the concrete work and built and paved the ramp to the vehicular bridge including completion of the MSES walls. The concrete curb, sidewalk and asphalt parking area in front of the ACAA building and around the vehicular bridge was completed. The plumbing and electrical work inside the new garage structure continues and the reconfiguration of the Jetway Drive intersection is ongoing.

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

This project was 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. VMJR has moved partitions in the B Concourse (which are moved as the floor is completed) and is working on the Terrazzo floor installation in B concourse and the partitions in A concourse have been installed and terrazzo work is continuing. Floor tile near TSA checkpoint has been started. 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 completed the renovation of men's and women's

bathroom in B Concourse and continues work on the first floor main Terminal women's room which has been ripped out and all tile and electric work is complete, the plumbing work continues and also the remodeling of the bathrooms in the 79 building upper level is ongoing with tile work ongoing. Work on the new ceiling and lighting in the Baggage Claim area has progressed to the last area over carousel #3 and plumbing work for the Pet Relief station is being continued. 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 completed the installation and testing of the photovoltaic panels. Kasselmann has completed work and is working to close out the project. Contract 991-ES is for the replacement of the escalators in the existing parking garage was awarded to Wainschaf Associates. Wainschaf has completed removal of the existing escalators and the new escalators are in place and were turned over to the Airport for use last week. Contract 991-W is for all new Wayfinding signs throughout the Terminal and new parking garage to guide people to all the Terminal amenities. Color Ad the contractor has been working with Turner and with C & S Companies to get all the sign submittals in and approved. Color Ad has provided mock ups of each of the signs for the new garage which were approved and are in production.

**D) Water Service for Sprinkler at Building 211 (Contract 1030-GC)**

CommutAir the tenant asked to have a sprinkler system installed in their newly renovated aircraft parts storage area. The project to bring a water service to the building was awarded last Board meeting to J.H. Maloy, Inc. The contractor has applied for a permit from Latham Water District to make a tap to LWD's system.

**E) Escalator Replacement (Contract 960-GC)**

Wainschaf was awarded the contract and completed the installation of the escalators in the main Terminal. Wainschaf has set their partitions, and removed the existing escalators. Installation of the new equipment is in progress. Work on this project should be completed by the end of the year.

**F) Air Traffic Control Tower (Contract 1013-SW, M & E)**

The FAA has requested some upgrades to their facility. Sage Engineering put together bid packages for Sitework (SW), HVAC (M) and Electrical (E) which were bid the end of September and approved by the Board in October. J.H. Maloy Construction has completed all the sitework except landscaping which will be completed in the Spring of 2020. Eckert Mechanical has begun the submittal process for the new equipment and are in the process of getting FAA security clearance.

**G) New Terminal Concessions**

The new Wolfgang Puck Pizza is nearing completion and has been done a few soft openings to train their staff. Once their sign and store front is installed the concession will be opened for business. All testing and certifications are complete.

**AGENDA ITEM NO. 7**

**Counsel**



## **AGENDA ITEM NO. 8**

### **Concessions/Ambassador Program**



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

**December 9, 2019**

**Marketing, Concessions & Ambassador Program**

Minority Percentages in the Concession's Workforce

Date	HMS Host	OHM	Paradies	Dunkin Donuts
Nov 2018	23/62=37%	49/59=83%	13/21=61.9%	6/11 = 54.5%
Dec 2018	23/53=43.4%	40/47=85%	15/23=65%	5/10=50%
Jan 2019	21/54=38.8%	42/50=84%	15/25=60%	5/10=50%
Feb 2019	24/60 =40%	42/51=82.3%	12/22=54.5%	5/9=55.5%
Mar 2019	26/61=42.6%	34/52=65.3%	14/22=63.6%	4/9=44.4%
Apr 2019	21/57= 36.8%	35/42=83.3%	14/23=60%	4/8=50%
May 2019	18/67=26.8%	28/43=65%	15/22=68%	5/9=55%
June 2019	20/64=31.2%	24/41=58.5%	15/24=62.5%	6/10=60%
July 2019	20/64=31.2%	23/40=57.5%	15/24=62.5%	7/12=58.3%
Aug 2019	20/58=34.5%	27/33=81.8%	13/22=59%	6/10=60%
Sept 2019	21/55=38.2%	25/32=78%	12/20=65%	6/9=66.6%
Oct 2019	23/61=37.7%	37/48=77%	16/24=66%	7/10=70%
Nov 2019	29/61=47.5%	37/45=82%	15/22=68%	8/12=66.6%

**Concessions**

**Wolfgang Puck Pizza** – It is anticipated that WPP will open on Wednesday, December 11<sup>th</sup>.

**Silks of Saratoga** – This remodel is planned to start in the Spring.

**HVWB** – This remodel is planned to start in January, 2020 and will be The Hudson Valley Beer Union.

**Dunkin Donuts** - A remodel is planned to start in the Spring.

**Marketing**

The airport will be participating in the Regional Food Bank's *Retail Store Donation Program*. HMSHost, OHM, Dunkin Donuts and the Paradies Shops will all be a part of the program.

**Ambassador Program**

**Tours 2019**

Jan - 0	Feb - 0	Mar - 1	Apr - 3	May - 4	June - 5												<b>YTD - 27</b>
July - 4	Aug - 1	Sept - 1	Oct - 5	Nov - 3	Dec -												

**Hours 2019**

Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec							<b>YTD - 13,760</b>
1153	1025	1207	1215	1234	1230	1316	1234	1363	1435	1348								

**Guest Served 2019**

Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec							<b>YTD - 131,673</b>
11,227	8,590	9,926	11,460	9,558	13,385	12,396	14,316	11,531	15550	13734								

**Canine 2019**

Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec							<b>YTD - 70,789</b>
7380	6100	6513	6183	4816	5826	6677	7487	5428	7036	7343								

**Business Center 2019**

Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec							<b>YTD - 3,582</b>
302	167	209	251	306	494	350	378	419	341	365								

## **AGENDA ITEM NO. 9**

**Public Affairs**

OK



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

## Public Affairs Report December 9, 2019

### Fear of Flying

The Airport Authority held its third Fear of Flying Class on November 6. The class drew 18 individuals. Once again, comments were favorable, although some in attendance expressed an interest in taking an actual flight. The price of the two-hour class hosted by Loretta Malta and Rick Weiss was \$60. The cost of a flight would push the price to over \$400. We are considering the flight option for future classes.



### NCAA

Million Air hosted a meeting with the staff of the NCAA (MACC-Tournament) on November 11. The purpose of the meeting was to discuss plans for the Airport's arrival and departure of basketball teams that will be competing in this year's MACC Tournament at the Times Union Center.



### University Club

Public Affairs provided an Airport presentation before the Albany Roundtable at the University Club on November 13. The Albany Roundtable is an all-volunteer, not-for-profit organization that presents an opportunity for people from around the region and from all walks of life to gather to hear speakers with diverse viewpoints on timely subjects.



### Delta Air Lines Blood Drive

Delta Air Lines continued its quarterly Red Cross Blood Drives on November 20. Delta utilizes the third floor Observation Level for the day-long event.



### Hospitality Summit

John O'Donnell represented the Albany International Airport at the November 21 Hospitality Summit hosted by Discover Albany (Albany Convention and Visitors Bureau). The event, held at SUNY Polytechnic Institute, also featured speakers from CDTA, Empire State Development, the Convention Center Authority as well as Discover Albany. Over 100 leaders of regional venues participated in the Summit.



**AGENDA ITEM NO. 10**

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

**AGENDA ITEM NO. 10.1**

**Lease Amendment: Addendum No. 6: Lease  
and Operating Agreement No. L-635:  
72 Sicker Road, ACAA Bldg. No. 213 with  
Lansing Flight Support, Inc.**

AGENDA ITEM NO: 10.1  
MEETING DATE: December 9, 2019

ALBANY COUNTY AIRPORT AUTHORITY  
REQUEST FOR AUTHORIZATION

**DEPARTMENT:**        *Legal Department*

    Contact Person:    *Peter F. Stuto, General Counsel*

**PURPOSE OF REQUEST:**

    Lease Amendment: *Addendum No. 6: Lease and Operating Agreement No. L-635:  
    72 Sicker Road, ACAA Bldg. No. 213 with Lansing Flight  
    Support, Inc.*

**CONTRACT AMOUNT:**

    N/A

**BUDGET INFORMATION:**

    Anticipated in Current Budget: Yes   J   No    NA

**FISCAL IMPACT - FUNDING (Dollars or Percentages)**

    Federal                             State                             Airport                             NA   J  

**JUSTIFICATION:**

*Lansing Flight Support has been a tenant since 2002. This Lease and Operating Addendum extends the contract for five years. For the year commencing January 1, 2020, the rent shall be \$3,793.70 (\$45,524.40/yr) and shall increase by 3.0% each January 1 thereafter. The company owner, Michael Lansing, will provide a personal guaranty. The premises is a 5,000 SF office/warehouse.*

*Lansing Flight Support provides mechanical support to ground equipment for the Airlines.*

**CHIEF EXECUTIVE OFFICER'S RECOMMENDATION:**

*Recommend approval.*

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

**BACK-UP MATERIAL:** *Please see attached Lease Addendum No. 6.*



**ADDENDUM NO. 6**

**LEASE AND OPERATING AGREEMENT BETWEEN**

**ALBANY COUNTY AIRPORT AUTHORITY  
AND  
LANSING FLIGHT SUPPORT, INC.**

**AT THE ALBANY INTERNATIONAL AIRPORT  
CONTRACT NO. - L-635**

**THIS LEASE ADDENDUM No. 6** is made and entered into the \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by and between the ALBANY COUNTY AIRPORT AUTHORITY (the “Authority”), and LANSING FLIGHT SUPPORT, INC., (the “Tenant”).

**WHEREAS**, the Authority and Tenant entered into a Lease and Operating Agreement effective the first day of May, 2002 and amended such Lease and Operating Agreement by Addendum Number One, effective the first day of May, 2004 and further amended such Lease and Operating Agreement by Addendum Number Two, effective the 1<sup>st</sup> day of January, 2006, and further amended such Lease and Operating Agreement by Addendum Number Three, effective the 1<sup>st</sup> day of January, 2009, and further amended such Lease and Operating Agreement by Addendum Number Four, effective the 6<sup>st</sup> day of February, 2012; by Addendum Number Five, effective the 4<sup>th</sup> Day of June, 2015 and

**WHEREAS** the Authority and the Tenant are desirous of extending the lease for a five year period.

**NOW THEREFORE**, be it resolved by the parties that:

1. **Term.** The Lease is hereby extended for five years beginning January 1, 2020 and expiring December 31, 2024.
2. **Fees, charges and accountability.** For the period commencing January 1, 2020 and ending December 31, 2021, the rent shall be \$3,793.70 (\$45,524.40/yr) and shall increase by 3.0% each January 1 thereafter. In addition, at all times during this extended term, Tenant shall continue to pay a three percent (3%) fee on all gross revenues generated from all Albany Airport or aviation clients.
3. Michael Lansing, a principal of Tenant, in consideration of the Authority executing this Addendum No. 6, shall execute the attached Personal Guaranty.
4. All of the terms of the Lease shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have caused this Addendum No. 6 to be executed the day and year first above written.

ALBANY COUNTY AIRPORT AUTHORITY

\_\_\_\_\_  
Rev. Kenneth J. Doyle, Chair

LANSING FLIGHT SUPPORT, INC.

\_\_\_\_\_  
By:  
Title:

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 **December 9, 2019**; and that he signed his name thereto by like authorization.

\_\_\_\_\_  
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 **LANSING FLIGHT SUPPORT, 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

PERSONAL GUARANTY

The undersigned, in consideration of the leasing of the premises described in the attached lease to the tenant mentioned in it, does hereby absolutely, unconditionally and irrevocably guarantee to landlord the full and complete performance of all of tenant's covenants and obligations under such lease and the full payment by tenant of all rentals, additional rentals and other charges and amounts required to be paid thereunder.

The undersigned does hereby waive all requirements of notice of the acceptance of this guarantee and all requirements of notice of breach or nonperformance by tenant. The undersigned further waives any demand by landlord and/or prior action by landlord of any nature whatsoever against tenant. The undersigned's obligations hereunder shall remain fully binding although landlord may have waived one or more defaults by tenant, extended the time of performance by tenant, modified or amended the lease, released, returned or misapplied other collateral given later as additional security (including other guarantees) and released tenant from the performance of its obligations under such Lease.

This guarantee shall be binding upon the undersigned and its respective successors, successors in interest, representatives and assigns and shall continue in effect subsequent to any assignment of the lease by tenant or by operation of law.

In witness to the above, the undersigned has signed this guaranty on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
MICHAEL LANSING

\_\_\_\_\_  
STATE OF )  
 )ss.:  
COUNTY OF )

On this \_\_\_\_ day of \_\_\_\_\_, 20\_\_, before me personally came MICHAEL LANSING, to me personally known, who being duly sworn, did depose and say that he/she resides in \_\_\_\_\_ County, and which executed the within instrument and that he/she signed his/her name thereto by like order.

\_\_\_\_\_  
Notary Public

U:\LEGAL\LEASE\Lansing See also U-legal-lansing\Addendum 6.doc

**AGENDA ITEM NO. 10.2**

**Amendment #1 to Contract No. S-969  
Construction Management Services with  
Turner Construction Company**

AGENDA ITEM NO: 10.2  
MEETING DATE: December 9, 2019

ALBANY COUNTY AIRPORT AUTHORITY  
REQUEST FOR AUTHORIZATION

**DEPARTMENT:**

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

**PURPOSE OF REQUEST:**

*Amendment #1 to Contract No. S-969 Construction Management Services with Turner Construction Company*

**CONTRACT AMOUNT:**

Base Amount: \$600,000.00  
Amendment #1: 290,055.00\*  
Total: \$890,055.00

*\*Pending approval at this meeting.*

**BUDGET INFORMATION:**

Anticipated in Current ALB Capital Plan: Yes J No \_\_\_ NA  
Funding Account No.: CPN

**AWARD CONDITIONS MET:**

Apprenticeship N/A DBE N/A MWBE N/A

Service Disable Veteran Owned Business (SDVOB) N/A

**FISCAL IMPACT - FUNDING (Dollars or Percentages)**

Federal 2.2% State 37.9% Airport 59.9% NA \_\_\_\_\_  
Term of Funding: 2018-2021  
Grant No.: <pending> State PIN: <pending>

**JUSTIFICATION:**

*Authorization is requested for award of Amendment #1 to Contract S-969 Construction Management Services programmed for the execution of the NYSDOT Grant. Turner Construction was selected through the RFQ process and were selected to provide construction management for all work associated with the NYSDOT Grant including the new parking garage, terminal amenities and wayfinding signage. Turner Construction handles the project schedule tracking, project cost tracking, project meetings, material submittals, payment applications, RFI's and change orders. To manage all nine projects associated with the Grant, Turner needed to supply an additional fulltime person to handle the volume of paperwork required to keep all projects on schedule and to satisfy the reporting requirements of the NYSDOT.*

AGENDA ITEM NO: 10.2  
MEETING DATE: December 9, 2019

**CHIEF EXECUTIVE OFFICER'S RECOMMENDATION:**

*Recommend approval.*

**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  NO .*

**BACK-UP MATERIAL:**

*Please refer to attached Supplemental Agreement proposal.*



Turner Construction Company  
1 Computer Drive South  
Albany, NY 12205  
Phone: 518.432.0277

December 01, 2019

Rev. Kenneth J. Doyle  
Albany County Airport  
Administration Building  
Suite 200  
Albany, NY 12211-1057

Re: Construction Management Services  
Contract No. – S-969  
Contract Amendment #1- Additional Services

Dear Rev. Kenneth J. Doyle,

We are writing this letter to request additional compensation to our base contract dated December 1, 2018. This Amendment is to increase the contract value by an amount of Two Hundred Ninety Thousand Fifty Five Dollars and No Cents, \$290,055.00.

This will allow Turner to extend services for a full time Project Manager, full time Field Engineer and, part time Project Executive, Cost Engineer, Accounting and Safety Manager from November 2019 through May 2020. The Amendment is based upon the attached rates, using the 2.62 multiplier.

This cost excludes any additional MWBE, SDVOB and DBE requirements or percentages. It is assumed that it is not required for the Amendment value.

Please sign where indicated below and return a copy to me of this Amendment confirming Albany County Airports agreement to the above terms and extension.

Accepted and Agreed: date: \_\_\_\_\_

Accepted and Agreed: date: \_\_\_\_\_

\_\_\_\_\_  
Albany County Airport Authority  
Rev. Kenneth J Doyle  
Chairman

\_\_\_\_\_  
Turner Construction Company  
Carlton Stewart III  
Vice President/General Manager

Sincerely,

Robert Wagner  
Project Manager

11/22/2019 Contract Amendment #1  
 Updated Staff Rates

Staff	Nov-19		Dec-19		Jan-20		Feb-20		Mar-20		Apr-20		May-20	
	Actual	Billable	Actual	Billable	Actual	Billable	Actual	Billable	Actual	Billable	Actual	Billable	Actual	Billable
Project Manager	67.52	176.9	67.52	176.9	67.52	176.9	67.52	176.9	67.52	176.9	70.22	183.98	70.22	183.98
Filed Engineer	28.37	74.33	29.5	77.29	29.5	77.29	29.5	77.29	29.5	77.29	30.68	80.38	30.68	80.38
Engineer	39.51	103.52	39.51	103.52	39.51	103.52	39.51	103.52						
Accountant	42.95	112.53	42.95	112.53	42.95	112.53	42.95	112.53	42.95	112.53	44.67	117.04	44.67	117.04
Cost Engineer	31.71	83.08	31.71	83.08	31.71	83.08	31.71	83.08	31.71	83.08	32.98	86.41	32.98	86.41
Safety Manager	63.18	165.53	63.18	165.53	63.18	165.53	63.18	165.53	63.18	165.53	65.71	172.16	65.71	172.16
Project Executive	86.98	227.89	86.98	227.89	86.98	227.89	86.98	227.89	86.98	227.89	90.46	237.01	90.46	237.01



**Cost Monitor**

Project Name: Albany Airport Reno. & Parking Garage  
 Job Number: 190154  
 Data Date: 10/31/2019

DATA DATE

\*\*For Internal Use Only\*\*

WBS Element	Description	Budget		Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Jul-20	SAP	EST TO COMPLETE	ACTUALS TO DATE	INDICATED COSTS	SAVINGS / OVERUN	
		Original	Revised																								
Turner Staff		499,500	-	499,500																							
	RM (PM)													18,588													
	ER (PE)													10,014													
	ED (PA)													4,460													
	LM (PA)													1,367													
	CF (SO)													976													
	MM (SC)													993													
	Reimbursable Materials (Procure)	25,500	-	25,500										478													
	ADP/Precon/PLA	7,500	-	7,500										1,500	1,500	1,500	1,500	1,500	1,500	1,500	-	-	-	-	-	-	-
	Consultants (C. Lancelot Scheduling)	67,500	-	67,500			2,720.25							8,029	6,590	6,590	6,590	6,590	6,590	6,590	-	-	-	-	-	-	-
<b>Total Billings</b>		<b>600,000</b>	<b>-</b>	<b>600,000</b>			<b>36,724</b>	<b>35,807</b>	<b>42,836</b>	<b>64,288</b>	<b>44,781</b>	<b>52,810</b>	<b>53,501</b>	<b>26,678</b>	<b>8,090</b>	<b>8,090</b>	<b>8,090</b>	<b>8,090</b>	<b>8,090</b>	<b>8,090</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	

WBS Element	Description	Budget		Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Jul-20	SAP	EST TO COMPLETE	ACTUALS TO DATE	INDICATED COSTS	SAVINGS / OVERUN	
		Original	Revised																								
Turner Staff		499,500	308,643	808,143																							
	RM (PM)		194,543	808,143										48,929	65,134	44,909	48,929	51,428	49,313								
	ER (PE)		82,854	808,143										31,134	40,687	28,304	31,134	32,350	30,909								
	ED (PA)		12,106	808,143										13,082	17,295	11,897	13,082	14,147	13,504								
	LM (PA)		5,978	808,143										1,823	2,944	1,823	1,823	1,826	1,896								
	CF (SO)		8,793	808,143										900	1,454	900	900	936	936								
	MM (SC)		4,412	808,143										1,324	2,095	1,324	1,324	1,377	1,377								
	Reimbursable Materials (Procure)	25,500	-	25,500										952	1,027	952	952	991	991								
	ADP/Precon/PLA	7,500	-	7,500										1,500	1,500	1,500	1,500	1,500	1,500	-	-	-	-	-	-	-	
	Consultants (C. Lancelot Scheduling)	67,500	-	67,500			2,720.25							8,029	6,590	6,590	6,590	6,590	6,590	6,590	-	-	-	-	-	-	
<b>Total Billings</b>		<b>600,000</b>	<b>308,643</b>	<b>908,643</b>			<b>36,724</b>	<b>35,807</b>	<b>42,836</b>	<b>64,288</b>	<b>44,781</b>	<b>52,810</b>	<b>53,501</b>	<b>57,019</b>	<b>73,224</b>	<b>52,999</b>	<b>57,019</b>	<b>59,518</b>	<b>57,403</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	

Staff Supplement 01: 308,643  
 Balance of Staff in December: (18,588)  
 Total Staff Supplement: 290,055

**AGENDA ITEM NO. 10.3**

**Authorization to make purchases using State  
of New York Contracts:  
Road Salt (Group # 01800)  
Gasoline & E-85 (Group # 05600)**

AGENDA ITEM NO: 10.3  
MEETING DATE: December 9, 2019

ALBANY COUNTY AIRPORT AUTHORITY  
REQUEST FOR AUTHORIZATION

**DEPARTMENT:**        *Finance*

    Contact Person:    *Michael Zonsius, Chief Financial Officer*

**PURPOSE OF REQUEST:**

*Authorization to make purchases using State of New York Contracts:*

*Road Salt (Group # 01800)  
                    Gasoline & E-85 (Group # 05600)*

**CONTRACT AMOUNT:**

    Base Amount:        *N/A*

**BUDGET INFORMATION:**

    Anticipated in Current Budget: Yes J No \_\_\_ NA \_\_\_

**FISCAL IMPACT - FUNDING (Dollars or Percentages)**

    Federal \_\_\_\_\_        State \_\_\_\_\_        Airport \_\_\_\_\_        NA J \_\_\_\_\_

**JUSTIFICATION:**

*New York State Office of General Services Procurement Services have conducted competitive Bidding for the above mentioned contracts. The awarded vendors have agreed to offer the Airport the same terms and conditions of these contracts. A vendor can bid pricing for commodities/services under these contracts with the assumption that larger quantities would be purchased state-wide as compared to the Airport completing a separate Request for Bid. Both Road Salt and Gasoline are purchased on an as needed basis.*

*Road Salt will be purchased under the OGS contract and will be stored at the NYS Department of Transportation located on 695 Watervliet Shaker Road in Latham, New York.*

*The cost of the Gasoline is \$2.1418/gal.  
    The cost of the Road Salt is \$54.89/ton.*

**CHIEF EXECUTIVE OFFICER'S RECOMMENDATION:**

*Recommend approval.*

**FINAL AGREEMENT SUBJECT TO APPROVAL BY COUNSEL: YES** J **NA** \_\_\_\_\_

AGENDA ITEM NO: 10.3  
MEETING DATE: December 9, 2019

**PROCUREMENT DEPARTMENT APPROVAL:**

*Procurement complies with Authority Procurement Guidelines.*

**BACK-UP MATERIAL:**

*Copies of the applicable contract awarded by the State and County are available upon request.*

- 1) *Road Salt (Group # 01800)*
- 2) *Gasoline & E-85 (Group # 05600)*

**New York State Office of General Services  
Procurement Services  
Attachment 1 - Pricing (Road Salt)  
Contract Term: September 1, 2019 - August 31, 2020**

AWARD	ITEM NUMBER	COUNTY	FILED REQUIREMENT (TONS)	CONTRACTOR	PRICE PER TON	TYPE OF SALT
23175	1	ALBANY	84,246.00	Apalachee, LLC	\$54.89	Rock
23175	2	ALLEGANY	37,283.00	American Rock Salt Co., LLC	\$55.71	Rock
22955	3	BRONX, KINGS, NEW YORK, QUEENS, RICHMOND	1,100.00	Atlantic Salt, Inc.	\$64.24	Rock & Solar
23134	4	BROOME	79,708.00	Cargill, Inc.	\$59.94	Rock
23175	5	CATTARAUGUS	70,992.00	American Rock Salt Co., LLC	\$62.77	Rock
23134	6	CAYUGA & SENECA	47,535.00	Cargill, Inc.	\$54.47	Rock
23175	7	CHAUTAUQUA	97,902.00	American Rock Salt Co., LLC	\$71.55	Rock
23134	8	CHEMUNG & TIOGA	58,569.00	Cargill, Inc.	\$57.00	Rock
23134	9	CHENANGO	37,805.00	Cargill, Inc.	\$63.13	Rock
23175	10	CLINTON	23,053.00	Apalachee, LLC	\$84.75	Rock
22955	11	COLUMBIA	44,703.00	Morton Salt, Inc.	\$62.71	Rock
23134	12	CORTLAND & TOMPKINS	77,153.00	Cargill, Inc.	\$52.90	Rock
23134	13	DELAWARE	57,981.00	Cargill, Inc.	\$72.28	Rock
22955	14	DUTCHESS	27,655.00	American Rock Salt Co., LLC	\$82.31	Rock
23175	15	ERIE	160,047.00	American Rock Salt Co., LLC	\$58.33	Rock

**New York State Office of General Services  
Procurement Services  
Attachment 1 - Pricing (Road Salt)  
Contract Term: September 1, 2019 - August 31, 2020**

AWARD	ITEM NUMBER	COUNTY	FILED REQUIREMENT (TONS)	CONTRACTOR	PRICE PER TON	TYPE OF SALT
23134	16	ESSEX	21,200.00	Apalachee, LLC	\$80.00	Rock
23175	17	FRANKLIN	21,195.00	Apalachee, LLC	\$85.75	Rock
23134	18	FULTON & MONTGOMERY	61,059.00	Atlantic Salt, Inc.	\$62.98	Rock
23175	19	GENESEE & ORLEANS	37,442.00	American Rock Salt Co., LLC	\$55.42	Rock
22955	20	GREENE	32,956.00	American Rock Salt Co., LLC	\$70.06	Rock
23134	21	HAMILTON	16,850.00	Cargill, Inc.	\$73.49	Rock
23134	22	HERKIMER	51,876.00	Cargill, Inc.	\$66.70	Rock
23175	23	JEFFERSON	80,779.00	American Rock Salt Co., LLC	\$72.76	Rock
23134	24	LEWIS	25,395.00	Cargill, Inc.	\$68.19	Rock
23175	25	LIVINGSTON & WYOMING	35,801.00	American Rock Salt Co., LLC	\$52.98	Rock
23134	26	MADISON	41,167.00	Cargill, Inc.	\$63.04	Rock
23175	27	MONROE	159,545.00	American Rock Salt Co., LLC	\$54.52	Rock
22955	28	NASSAU	69,653.00	Atlantic Salt, Inc.	\$68.85	Rock & Solar
23175	29	NIAGARA	64,985.00	American Rock Salt Co., LLC	\$59.42	Rock
23134	30	ONEIDA	120,327.00	Cargill, Inc.	\$65.28	Rock

**New York State Office of General Services  
Procurement Services  
Attachment 1 - Pricing (Road Salt)  
Contract Term: September 1, 2019 - August 31, 2020**

AWARD	ITEM NUMBER	COUNTY	FILED REQUIREMENT (TONS)	CONTRACTOR	PRICE PER TON	TYPE OF SALT
23134	31	ONONDAGA	52,158.00	American Rock Salt Co., LLC	\$64.76	Rock
23175	32	ONTARIO	79,585.00	American Rock Salt Co., LLC	\$55.42	Rock
23134	33	ORANGE	129,357.00	Cargill, Inc.	\$68.80	Rock
23175	34	OSWEGO	77,162.00	Cargill, Inc.	\$53.44	Rock
23134	35	OTSEGO	53,812.00	Cargill, Inc.	\$65.18	Rock
22955	36	PUTNAM	45,265.00	Morton Salt, Inc.	\$84.54	Rock
23175	37	RENSELAER	66,714.00	Apalachee, LLC	\$54.89	Rock
22955	38	ROCKLAND	55,180.00	Atlantic Salt, Inc.	\$67.02	Rock & Solar
23175	39	ST LAWRENCE	44,702.00	American Rock Salt Co., LLC	\$92.35	Rock
22955	40	SARATOGA	37,523.00	Morton Salt, Inc.	\$64.72	Rock
23175	41	SCHENECTADY	46,280.00	Apalachee, LLC	\$54.89	Rock
23134	42	SCHOHARIE	27,635.00	Apalachee, LLC	\$61.70	Rock
23134	43	SCHUYLER & YATES	23,654.00	Cargill, Inc.	\$52.49	Rock
23134	44	STEUBEN	74,295.00	American Rock Salt Co., LLC	\$52.45	Rock
22955	45	SUFFOLK	184,389.00	Atlantic Salt, Inc.	\$73.61	Rock & Solar

**New York State Office of General Services  
Procurement Services  
Attachment 1 - Pricing (Road Salt)  
Contract Term: September 1, 2019 - August 31, 2020**

AWARD	ITEM NUMBER	COUNTY	FILED REQUIREMENT (TONS)	CONTRACTOR	PRICE PER TON	TYPE OF SALT
23134	46	SULLIVAN	74,280.00	Cargill, Inc.	\$72.83	Rock
22955	47	ULSTER	48,605.00	American Rock Salt Co., LLC	\$74.22	Rock
23175	48	WARREN	15,700.00	Atlantic Salt, Inc.	\$65.00	Rock
23175	49	WASHINGTON	38,196.00	Atlantic Salt, Inc.	\$62.40	Rock
23175	50	WAYNE	60,700.00	American Rock Salt Co., LLC	\$54.90	Rock
22955	51	WESTCHESTER	166,620.00	Atlantic Salt, Inc.	\$65.74	Rock & Solar



## AWARDS BY COUNTY

The pricing included in this section is the original pricing bid by the contractors. Current contract pricing is found in the "Pricing Information" link on the Award page.

County	Fuel Type	Bid Price Per Gallon	Volume Discounts	Awarded Vendor
Albany	Flex Fuel (E-85)	\$ 1.8374		Global Montello Group
Albany	Gas Regular	\$ 2.1418		Global Montello Group
Albany	Gas Mid Range	\$ 2.2106		Global Montello Group
Albany	Gas Premium	\$ 2.3493		Global Montello Group
Allegany	Flex Fuel (E-85)	\$ 2.8333		Sunoco LLC
Allegany	Gas Regular	\$ 2.6261	\$ 0.1000	Sunoco LLC
Allegany	Gas Mid Range	\$ 2.6829		Sunoco LLC
Bronx	OPRG(E) Gas Regular	\$ 2.1799		United Metro Energy Corp.
Broome	Gas Regular	\$ 2.1761		Mirabito Energy Products
Broome	Gas Mid Range	\$ 2.2329		Mirabito Energy Products
Cattaraugus	Flex Fuel (E-85)	\$ 2.8333		Sunoco LLC
Cattaraugus	Gas Regular	\$ 2.2046		NOCO Energy Corp.
Cattaraugus	Gas Mid Range	\$ 2.3219		NOCO Energy Corp.
Cayuga	Gas Regular	\$ 2.5206		Mirabito Energy Products
Chautauqua	Flex Fuel (E-85)	\$ 2.8333		Sunoco LLC
Chautauqua	Gas Regular	\$ 2.2681		NOCO Energy Corp.
Chautauqua	Gas Mid Range	\$ 2.3219		NOCO Energy Corp.
Chautauqua	Gas Premium	\$ 2.4073		NOCO Energy Corp.
Chemung	Flex Fuel (E-85)	\$ 2.5833		Sunoco LLC
Chemung	Gas Regular	\$ 2.3261		Sunoco LLC
Chemung	Gas Mid Range	\$ 2.6329		Sunoco LLC
Chemung	Gas Premium	\$ 2.7183		Sunoco LLC
Chenango	Gas Regular	\$ 2.5506		Mirabito Energy Products
Clinton	Gas Regular	\$ 2.2513	\$ 0.1200	MX Petroleum Corp.
Clinton	Gas Mid Range	\$ 2.3529	\$ 0.1200	MX Petroleum Corp.
Columbia	Gas Regular	\$ 2.2542		Global Montello Group
Cortland	Gas Regular	\$ 2.5816		Mirabito Energy Products
Cortland	Gas Premium	\$ 2.7238		Mirabito Energy Products
Delaware	Gas Regular	\$ 2.5816		Mirabito Energy Products
Dutchess	OPRG(E) Gas Regular	\$ 2.2772		Global Montello Group
Dutchess	OPRG(E) Gas Premium	\$ 2.4109		Global Montello Group
Dutchess	OPRG(E) Gas Mid Range	\$ 2.3221		Global Montello Group
Erie	Flex Fuel (E-85)	\$ 2.2833		Sunoco LLC
Erie	Gas Regular	\$ 2.1261	\$ 0.0100	NOCO Energy Corp.
Erie	Gas Mid Range	\$ 2.3289		NOCO Energy Corp.
Erie	Gas Premium	\$ 2.4143		NOCO Energy Corp.

**AGENDA ITEM NO. 10.4**

**Authorization to contract with Adirondack  
Cabling for a Telecom Technician**

AGENDA ITEM NO: 10.4  
MEETING DATE: December 9, 2019

ALBANY COUNTY AIRPORT AUTHORITY  
REQUEST FOR AUTHORIZATION

**DEPARTMENT:**        *Finance*

    Contact Person:    *Michael Zonsius, Chief Financial Officer*

**PURPOSE OF REQUEST:**

*Authorization to contract with Adirondack Cabling for a Telecom Technician*

**CONTRACT AMOUNT:**

    Base Amount:        *N/A*

**BUDGET INFORMATION:**

    Anticipated in Current Budget: Yes *J* No \_\_\_ NA \_\_\_\_\_

**FISCAL IMPACT - FUNDING (Dollars or Percentages)**

    Federal \_\_\_\_\_        State \_\_\_\_\_        Airport \_\_\_\_\_        NA *J* \_\_\_\_\_

**JUSTIFICATION:**

*The previous Cable Plant Technician, an AvPorts employee, retired October 31, 2019 and it was decided that it would be more cost effective to hire a contractor that will provide a more broad based knowledge of cable technology. The contractor can also provide additional manpower as need.*

**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.*

**BACK-UP MATERIAL:**

- 1) *Hour Rate Schedule*
- 2) *Certified Spreadsheet.*

## MEMORANDUM

TO: Michael Zonsius  
Chief Financial Officer

FROM: Bobbi Matthews  
Purchasing Agent

DATE: October 30, 2019

RE: Recommendation of Award Contract # SC-1033  
Cable & Telecommunication Technician

---

On October 29, 2019, a single proposal was received and acknowledged for a cable and telecommunication technician. The only proposal received was from Adirondack Cabling.

The Airport Authority's Telecommunications Supervisor, Dwayne Lovely, has reviewed the proposal receive from Adirondack. He has indicated that they meet our specifications and recommends award.

Upon approval, an award letter and service contract will be sent to the proposer.contractor.

Attachment

Contract # SC-1033

Cable & Telecommunication Technician

<b>Company Name</b>	<b>Adirondack Cabling</b>
<b>Proposed Hourly Rates:</b>	
<b>Based on Monday thru Friday, non Holiday, Non Emergency</b>	
Year 1	\$98.00
Year 2	\$101.00
Year 3	\$103.00
Year 4	\$109.00
Year 5	\$112.00
<b>Weekend / Holiday Call In *RFP is marked by Proposer OT/DT &amp; Holiday</b>	
Year 1	\$127/\$156
Year 2	\$133/\$162
Year 3	\$136/\$168
Year 4	\$140/\$175
Year 5	\$145/\$179
<b>Emergency Call In *RFP is marked by Proposer OT/DT &amp; Holiday</b>	
Year 1	\$127/\$156
Year 2	\$133/\$162
Year 3	\$136/\$168
Year 4	\$140/\$175
Year 5	\$145/\$179
Proposer Acknowledgment Form	X
Non Collusion Affidavit	X
Offerer Disclosure	X
Insurance Affidavit	X
Financial Statements	X

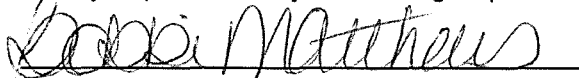
**Contract #SC-1033  
Telecommunications Technician**

<b>Company Name</b>	Adirondack Cabling
---------------------	--------------------

---

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

Albany Airport Authority Purchasing Department



Bobbi Matthews,  
Purchasing Agent

Sworn to before me this 30<sup>th</sup> day of October 20 19.

  
Notary Public

JENNIFER A. MUNGER  
Notary Public, State of New York  
No. 01MU6246332  
Qualified in Schenectady County  
Commission Expires Aug. 08, 2023

**AGENDA ITEM NO. 10.5**

**Approve Operating Permit with H&H Aircraft Services, Inc. to provide Overnight Aircraft Cleaning for Piedmont Airlines (PA), a subsidiary of American Airlines Group**

AGENDA ITEM NO: 10.5  
MEETING DATE: December 9, 2019

ALBANY COUNTY AIRPORT AUTHORITY  
REQUEST FOR AUTHORIZATION

**DEPARTMENT:**        *Legal/Finance*

**Contact Person:**    *Peter F. Stuto, General Counsel*  
                                  *Michael F. Zonsius, Chief Financial Officer*

**PURPOSE OF REQUEST:**

*Approve Operating Permit with H&H Aircraft Services, Inc. to provide Overnight Aircraft Cleaning for Piedmont Airlines (PA), a subsidiary of American Airlines Group.*

**CONTRACT AMOUNT:**

**Base Amount:**                                N/A

**BUDGET INFORMATION:**

**Anticipated in Current Budget:** Yes\_\_\_ No ✓ NA\_\_\_

**FISCAL IMPACT - FUNDING (Dollars or Percentages)**

Federal \_\_\_            State \_\_\_\_\_            Airport \_\_\_\_\_            NA ✓

**JUSTIFICATION:**

*H&H Aircraft Services, Inc. (H&H) has contracted with Piedmont Airlines (PA), a subsidiary of American Airlines Group (AA) to provide overnight aircraft cleaning in the hangar located at 22 Jetway Drive (Building 119) at Albany International Airport. H&H will provide services in this hangar leased by AA. The operating permit will expire on December 31, 2023, the expiration date for the hangar with AA. The permit requires payment to the Authority of five (5) percent of all gross revenue generated from PA at the Airport along with other appropriate terms and conditions that include but are not limited to insurance, indemnification, contract assignment, current bankruptcy status of AE, and reporting obligations under the Agreement.*

**CHIEF EXECUTIVE OFFICER'S RECOMMENDATION:**

*Recommend approval.*

**FINAL AGREEMENT SUBJECT TO APPROVAL BY COUNSEL:** YES ✓ NA \_\_\_

**BACK-UP MATERIAL:**

*Please refer to the attached agreement.*



**OPERATING PERMIT, OP19-01**  
**BETWEEN THE**  
**ALBANY COUNTY AIRPORT AUTHORITY**  
**AND**  
**H&H AIRCRAFT SERVICES, INC.**  
**AT**  
**THE ALBANY INTERNATIONAL AIRPORT**

THIS OPERATING PERMIT (“Operating Permit”) is made and entered into effective the 1st day of January, 2020 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 County Airport, Albany, NY, 12211 and **H&H AIRCRAFT SERVICES, INC. (H&H)**, (the “Operator”), organized and existing under the laws of the State of Virginia, licensed to do business in the State of New York, having offices at 8 East Canal St., Richmond, VA 27219.

**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 expiring 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. The Operator has requested to provide aircraft cleaning and ground handling services to Piedmont Airlines, Inc. (a subsidiary of American Airlines Group) at the Airport, and has entered into a certain agreement with Piedmont Airlines, Inc. to provide such services (the “Operator/H&H Agreement”)
4. The Authority has accepted the request of the Operator to operate at the Airport as described herein; and
5. This Operating Permit has been duly authorized by the Authority by a resolution of the Authority adopted at a meeting of the Authority on December 9, 2019.

**NOW THEREFORE**, In consideration of the mutual covenants contained herein, the parties agree as follows:

**ARTICLE I: DEFINITIONS**

1.1 “CEO” shall mean the Chief Executive Officer of Albany County Airport Authority as, from time to time, appointed by the Authority and shall include such person or persons as may, from time to time, be authorized in writing by the CEO to act for him or her with respect to any or all matters pertaining to this Operating Permit.

**ARTICLE II: ASSIGNED AREAS**

2.1 The Authority does not assign any specific area to the Operator. Operator is granted a license to conduct its business on the Airport in the Hangar leased to American Airlines, Inc. in Hangar Lease Agreement, Contract No: L-959 (“Hangar Agreement”), as may be amended from time to time, to the extent permitted or limited by American Airlines, Inc. in the Hangar Agreement.

**ARTICLE III: TERM**

3.1 The Term of this Operating Permit and the rights and obligations of Operator and Authority hereunder, shall commence on December 10, 2019 and shall terminate the earlier of: i) on December 31, 2023 (“Date of Expiration”), or ii) the termination or expiration of the Signatory Airline Use and Lease Agreement with American Airlines, or iii) the termination or expiration of the of the Signatory Airline’s termination of the Affiliate’s status as an Affiliate of the Signaory Airline in accordance with Section 10.4 of the Signatory Airlines Use and Lease Agreement, whichever is sooner. This Operating Permit may also be terminated as provided in Article VI.

3.2 **Provided a valid Hangar Lease Agreement is in effect with AA at January 1, 2024**, the Date of Expiration may be extended in increments beginning the first day of January, 2023, (and the day after succeeding Expiration Dates) if approved in writing by both the AUTHORITY and the Operator at least ninety (90) days before the expiration of the current period. In no event shall the Operating Permit be extended beyond December 31, 2030 unless the AUTHORITY’s lease with the County has been extended, or approval has been obtained from the County.

3.3 In the event the Operator shall continue to provide services to Piedmont Airlines beyond the Expiration Date without AUTHORITY's written renewal thereof, such continuation of services shall not constitute a renewal or extension of this Operating Permit, but shall create a month to month permit which may be terminated at any time by the AUTHORITY by giving thirty (30) days written notice to the Operator. The AUTHORITY may, however, at its option, increase the fee of the Operating Permit.

3.4 The Operator further agrees that upon the expiration of the term or termination of this Operating Permit any area of the Airport over which Operator had license and utilized will be delivered to AUTHORITY in good condition, reasonable wear and tear and matters covered by insurance excepted. Reasonable wear and tear shall be determined at the sole discretion of AUTHORITY upon inspection of the area from time to time.

#### **ARTICLE IV: USES AND PRIVILEGES**

- 4.1 The Operator has a non-exclusive right, privilege, and obligation to perform the services identified in Appendix “A” exclusively to Piedmont Airlines at the Airport. Similar services shall not be provided to any other airlines at the Airport without the prior written authorization of the Authority.
- 4.2 The Operator has the rights of ingress and egress from the area assigned to Piedmont Airlines over Airport roadways, including common use roadways, subject to any rules or regulations which may have been established or shall be established in the future by the Authority. Such rights of ingress and egress shall apply to all the Operator's employees.
- 4.3 The Operator, its officers, employees, agents and those under its control, shall comply with security measures required of the Airport by the Federal Aviation Administration (FAA), the Transportation Security Agency (TSA) or contained in any Airport master security plan approved by either. If the Operator, its officers, employees, agents or those under its control, shall fail or refuse to comply with said measures and such non-compliance results in a monetary penalty being assessed against the Authority, then the Operator shall be responsible and shall reimburse the Authority in the full amount of any such monetary penalty or other damages. Failure to pay or reimburse the Authority for any amounts due within sixty (60) days of written request of the Authority shall be considered an event of default. Nothing contained herein shall prohibit the Operator from contesting with the FAA the validity or amount of such penalty.
- 4.4 The Authority, if providing parking facilities to the Operator's employees in common with employees of other users of the Airport, retains the right to institute a reasonable charge for the privilege of utilizing these parking facilities.

#### **ARTICLE V: OBLIGATIONS OF OPERATOR**

- 5.1 The Operator shall be responsible for the conduct, demeanor and appearance of its employees, officers or agents, and invitees and of those doing business with it. Upon receipt of any complaint or objection to the conduct, demeanor or appearance of the employees, officers or agents, invitees or those doing business with the Operator, the Operator shall take all reasonable steps necessary to remove the cause of the complaint or objection.
- 5.2 The Authority prohibits the use of any public area for the storage of anything.
- 5.3 Should a conflict arise between the Operator and other Operators at the Airport regarding the scope of Operator privileges, the CEO will serve as the final arbitrator. The Operator agrees to abide by the CEO's decision.
- 5.4 The Operator hereby warrants and agrees that: (1) it will conduct an operation which complies with the highest standards of providing support services to Piedmont Airlines, Inc. at the Airport and will furnish all necessary fixtures, equipment, supplies, materials, and personnel; (2) it will furnish such services promptly, efficiently and adequately to meet all reasonable demands therefore on a fair, equal and nondiscriminatory basis.

- 5.5 Operator agrees:
- A. The Operator agrees to abide by all Airport Rules and Regulations and directives.
  - B. No storage of oil, petroleum products, combustibles or hazardous materials.
  - C. All cleaning supplies will be stored in proper containers.
  - D. No vehicles will be left running unattended on Airport.
  - E. The Operator will be responsible for any environmental impact from products used by the Operator.
- 5.6 The Operator shall assume and pay for all costs or charges for utilities and communications services furnished during the term of the Operating Permit.
- 5.7 The use of the Piedmont Airlines, Inc. area by the Operator will be without cost or expense to Authority. It shall be the sole responsibility of the Operator pay any applicable taxes or fees, at Operator's sole cost and expense.

#### **ARTICLE VI: FEES, CHARGES AND ACCOUNTABILITY**

- 6.1 In consideration for access to airport roadways and ramp areas, Operator agrees to pay five percent (5%) fee on all gross revenues generated from Piedmont Airlines, Inc. at Albany Airport. Operator shall, on or before the 20th of the month commencing with the twentieth (20th) day of the second month of the first contract year and continuing monthly throughout, pay to the Authority the five percent (5%) of gross revenues from the prior month. Along with the payment for the five percent (5%) fee, Operator shall submit a report of gross revenues for that month.
- 6.2 Payments shall be made in lawful money of the United States, free from all claims, demands, set-offs, or counter-claims of any kind against the Authority. Any payments not paid when due shall be subject to interest thereon at the rate of eighteen (18%) percent per annum. These payments shall be made payable to the Albany County Airport Authority and sent to:
- Albany County Airport Authority  
ATTN. Accounts Receivable  
Admin Bldg., Room 204  
Albany, New York 12211-1057
- 6.3 The Operator shall keep full and accurate books and records showing all of its said Gross Revenues, in accordance with generally accepted accounting practices. The Authority shall have the right, either directly or through its representatives, and at all reasonable times, upon 72 hours notice, to inspect such cash receipts, books and records. All such records will be made available to the Authority in Albany County, New York during the Term of this Operating Permit, and at Albany County, New York for six years following the period in which the activity reported therein occurs. Operator shall fully cooperate with the Authority to facilitate such inspection.

- 6.4 Should any examination, inspection, and/or audit of Operator's books and records by Authority disclose that the actual Gross Revenues for any Year are more than the Gross Revenues reported for the same Year, Operator shall promptly pay the Authority the amount of such underpayment together with all interest charges thereon from the date such payment was due at the rate provided in Section 6.2. Any audits as described in this Section 6.3 shall be at Authority's expense except that if such audit discloses that actual Gross Revenue for any Year exceeded by more than five percent (5%) the Gross Revenues reported, Operator shall reimburse Authority for all costs incurred in the conduct of such examination, inspection, and/or audit. After attempting to collect the underpayment, and the Operator failing to remit such payment within thirty (30) days, the Authority shall have the right to utilize the services of legal counsel in connection with collecting the reimbursement for such examination, inspection, and/or audit, Operator shall reimburse Authority for reasonable fees and/or litigation expenses as part of the aforementioned costs incurred.
- 6.5 The Authority will recognize a December 31 fiscal year ending date for Operator. Within ninety (90) days after the end of Operator's fiscal year, Operator shall submit to the Authority a copy of Operator's tax return Schedule "C" for verification of reported and paid gross revenues.
- 6.6 For purposes of this Article VI, "Gross Revenues" shall mean all monies or other consideration paid to Operator for all sales, equipment rentals, merchandise or services. There shall be allowed, when properly recorded and accounted for, as a reduction from Gross Revenues: sales taxes of or excise taxes where stated separately and collected from the customer for remittance to the taxing authority; credit card and cash refunds made by the Operator to customers because of unacceptable or unsatisfactory goods or services; manufacturer's rebates to Operator.

#### **ARTICLE VII: SIGNS**

- 7.1 No signs may be constructed or erected without the Authority's prior written approval. Prior to the erection, construction or placing of any such signs on the premises or on Operator's equipment, the Operator shall submit to the Authority for its written approval such drawings, sketches, design dimensions and type, number and character of the signs.

#### **ARTICLE VIII: MAINTENANCE OF AIRPORT AREAS**

- 8.1 The Operator shall at all times and at its sole expense, maintain in good repair and keep in an orderly condition and appearance all of the Operator's fixtures, equipment and personal property which are located in or on any part of the Airport, such conditions at all times satisfactory to the Authority.
- 8.2 All repairs done by the Operator or on its behalf shall be of first class quality in both materials and workmanship. All repairs will be made in conformity with the rules and regulations prescribed from time to time by Federal, State, or local authority having jurisdiction over the work in the Operator's Leased Area.
- 8.3 The CEO or his duly appointed representatives shall have the right to enter the area upon which the Operator conducts business at the Airport to:
- A. Inspect such area at reasonable intervals during the Airport's regular business hours, or at

any time in case of emergency, to determine whether the Operator has complied with and is complying with the terms and conditions of this Operating Permit. The CEO may, at his discretion, require the Operator to affect repairs at the Operator's own cost.

- B. Perform any and all things which the Operator is obligated to and has failed after reasonable notice to do so, including: maintenance, repairs and replacements to any area on which Operator conducts its business. The cost of all labor and materials required to complete the work will be paid by the Operator to the Authority. Such work shall be paid for by the Operator within ten (10) days following demand by CEO for said payment at the Authority's standard rates plus any overhead which may be determined by the CEO.
- C. Exercise the Authority's police power.

#### **ARTICLE IX: REMOVAL OF PROPERTY**

- 9.1 Upon termination of this Operating Permit (whether by expiration of the term, cancellation, forfeiture, or otherwise, whichever first occurs), any trade fixtures, signs and other personal property of Operator at the Airport shall remain the property of Operator if removed from the Airport no later than fourteen (14) days following such expiration or termination. Should Operator fail within fourteen (14) days following the expiration or termination of this Operating Agreement to remove its trade fixtures, signs and other personal property of Operator, the Authority, at its sole option, may determine that title to the property shall vest in Authority, without cost to the Authority or compensation to the Operator. Should Operator effect removal of its personal property, signs and trade fixtures under the provisions of this Paragraph, such removal will be undertaken in a manner and at a time which permits continued, uninterrupted operation of the facilities. Operator shall repair all damage done to the Airport or other Authority-owned property resulting from the removal of such personal property, signs and trade fixtures and shall restore the Airport and said property to the state of good repair which existed prior to the installation of such personal property, signs and trade fixtures, less normal wear and tear.

#### **ARTICLE X: LIABILITY, INDEMNITY, AND INSURANCE**

- 10.1 To the fullest extent permitted by law, Operator shall indemnify, save, hold harmless, and defend the Authority, its officials, agents and employees, its successors and assigns, individually or collectively, from and against any claim, action, loss, damage, injury, liability, and the cost and expenses of whatsoever kind or nature (including, but not limited to, reasonable attorney's fees, disbursements, court costs and expert fees) of any environmental claim arising out of, resulting from, or incident to Operator's use of the Airport, including, but not limited to any claim for (I) contamination of the Airport, including the air, surface water, ground water or soil from any source, including underground septic tanks, (ii) generation, handling, treatment, storage, disposal or transportation of solid, gaseous or liquid waste, (iii) electromagnetic or other radiation or noise, (iv) exposure to any hazardous materials, (v) manufacture, processing, distribution, use, or storage of any hazardous material, (vi) the release or threatened release of any contamination or hazardous material to, from or through the Airport, or (vii) any of the foregoing related to, caused by or arising from Operator related activities. Notwithstanding the above, Operator shall not be liable for any environmental claim solely and directly attributable to a pre-existing condition on any Airport property not previously occupied by Operator at any prior time.

- 10.2 The Operator hereby agrees to release, indemnify and save harmless the Authority, the County of Albany, their officers, agents and employees, AFCO AvPorts Management, LLC, or successor, if any, from and against any and all loss of, or damage to, property, or injuries to, or death of, any person or persons, including property and employees or agents of the Authority, and shall defend, indemnify and save harmless the Authority, their officers, agents and employees from any and all claims, damages, suits, costs, expense, liability, actions or proceedings of any kind or nature whatsoever, including Worker's Compensation claims, of or by anyone whomsoever, in any way resulting from, or arising out of, directly or indirectly, Operator's operations in connection herewith, or its use or occupancy of any portion of the Airport, and including acts and omissions of officers, employees, representatives, suppliers, invitees, customers, guests, patrons, contractors, and agents of the Operator; provided, however, that the Operator need not release, indemnify, or save harmless the Authority, the County of Albany, their officers, agents, and employees from damages resulting from the sole negligence of the Authority's or County's officers, agents, or employees. The minimum insurance requirements prescribed herein shall not be deemed to in any way limit or define the obligations of the Operator hereunder.
- 10.3 Each party hereto shall give to the other prompt and timely written notice of any claim made or suit instituted coming to its knowledge which in any way, directly, or indirectly, contingently, or otherwise, affects or might affect either, and each shall have the right to participate in the defense of the same to the extent of its own interest.
- 10.4 The Operator shall procure and maintain at its own expense, the following types and amounts of insurance for the term of this Operating Permit:
- A. Comprehensive General Liability Insurance, including Automobile Liability Insurance covering owned, hired, and non-owned vehicles. The policy or policies providing said coverage shall include premises-operations, independent contractors, personal injury (deleting any exclusion relating to employees), products, and contractual liability including, but not limited to, the liability assumed by Operator under the Hold Harmless provisions of this Lease. Said policy or policies shall cover loss or liability for damages in an amount not less than Five Million Dollars (\$5,000,000), combined single limit, for each occurrence for bodily injury, death, or property damage occurring by reason of the Operator's operations in, on, or about the concession premises or Airport.
  - B. Worker's Compensation and Employers' Liability insurance in the amounts and form required by the Worker's Compensation Act and insurance laws of the State of New York.
  - C. Fire Legal Liability Insurance - Operator shall insure against the perils of fire, extended coverage, and other perils on any and all the Leased Area. Such insurance shall be in the amount \$300,000. The Authority, County of Albany and AFCO AvPorts Management, LLC shall be named as additional insured under the policy or policies herein described. All fire legal liability insurance policies shall contain loss payable endorsements in favor of the parties as their respective interests may appear hereunder.
- 10.5 The insurance specified above shall, either by provisions in the policies or by special endorsements attached thereto, insure the Authority, the County of Albany and AFCO AvPorts Management, LLC, or successor, if any, against the risks to which it is exposed as the owner of the concession premises and as the grantor of the right to operate the concession business authorized to be

conducted under this Operating Permit, and except for Worker's Compensation and Employers' Liability coverage, shall include the Authority, the County of Albany, and all of its officers, employees, and agents (AFCO AvPorts Management, LLC), as additional insureds, shall contain a standard cross-liability provision and shall stipulate that no insurance held by the Authority or the County of Albany will be called on the contribute to a loss covered thereunder. The Authority and the County of Albany shall have no liability for any premiums charged for such coverage, and the inclusion of the Authority and the County of Albany as additional insureds is not intended to, and shall not, make the Authority or the County of Albany a partner of joint venture with Operator in Operator's operations at the Airport. Such policies shall also insure Operator against the risks to which it is exposed as the operator of the concession business authorized under this Lease, including fire insurance on personal property, and shall be for full coverage with any deductibles and/or retentions subject to approval by the Authority and shall contain provisions on the part of the respective insurers waiving the right of such insurers to subrogation.

- 10.6 Certificates evidencing the existence thereof of such insurance shall be delivered to the Authority upon the execution of this Operating Permit. H&H will make a diligent effort to notify the Authority in writing thirty (30) days in advance of any cancellation or material alteration of such policy to the Chief Executive Officer, Albany County Airport Authority, Administration Building, Suite 200, Albany, New York, 12211, sent by certified mail, return receipt requested.”
- 10.7 A renewal policy shall be delivered to the CEO at least thirty (30) days prior to a policy's expiration date except for any policy expiring on the expiration date of this Operating Permit or thereafter.

#### **ARTICLE XI: ASSIGNMENT**

- 11.1 The Operator shall not assign or transfer this Operating Permit or any other right, privilege, or license conferred by this Operating Permit, either in whole or in part, provided however that Operator Permit to any entity that assumes all or substantially all of its operations



**ARTICLE XII: [INTENTIONALLY OMITTED]**

**ARTICLE XIII: COMPLIANCE**

- 13.1 The Operator, its officers, agents, servants, employees, contractors, licenses, and any other person over which the Operator controls or has the right to control shall comply with all present and future laws, ordinances, orders, directives, rules, and regulations of the Federal, State, and Municipal governments as well as the Rules & Regulations of the Authority which may be applicable to its operations at the Airport.
- 13.2 Operator shall pay, on or before their respective due dates, to the appropriate collecting authority, all Federal, State, and local taxes and fees, which are now or may hereafter be levied upon the Operator, or upon the business conducted on the premises, or upon any of Operator's property used in connection therewith; and shall have and maintain in current status all Federal, State, and local licenses and permits required or the operation of the business conducted by Operator.
- 13.3 This Operating Permit is governed by the laws of New York. Any disputes relating to this Operating Permit must be resolved in accordance with the laws of New York. Claims, disputes and other matters in question will be decided in the Supreme Court, State of New York, Albany County.

**ARTICLE XIV: DEFAULT BY OPERATOR**

- 14.1 The following contingencies shall be a condition of default by Operator:
- A. Operator fails to pay the rentals or to make any other payments required hereunder when due to the Authority within ten (10) days after receipt of written notice from the Authority of non-payment therefore;
  - B. Operating Permit to continue, for a period of three (3) days after receipt of written notice from CEO, the existence of unsanitary conditions or practices in or about the Airport; provided, however, if the unsanitary condition is such as to require replacement, repair, construction, or reconstruction, Operator shall have a reasonable time in which to correct, but must begin action on the matter immediately upon receipt of said 3-day notice;
  - C. The happening of any act which results in the suspension or revocation of the Operator's rights, powers, licenses, permits, and authorities necessary for the conduct and operation of the business authorized herein for a period of more than thirty (30) days;
  - D. Other than as permitted in Section 11.1, The interest of Operator under this Operating Permit is transferred, passes to, or devolves upon, by operation of law or otherwise, any other person, firm, or corporation without the written consent, not to be unreasonably withheld, of the Authority;
  - E. Other than as permitted in Section 11.1, Operator becomes, without the prior written approval of the Authority, a successor or merged corporation in a merger, a constituent corporation

in a consolidation or a corporation in dissolution;

- F. Operator fails to keep, perform, and observe each and every promise, covenant, and condition set forth in this Operating Permit on its part to be kept, performed, or observed after receipt of written notice of default from the Authority, except where fulfillment of Operator's obligation requires activity over a period of time and Operator has commenced to perform whatever may be required within ten (10) days after receipt of such notice and continues such performance without interruption except for causes beyond its control;
- G. The levy of any attachment or execution, or the appointment of any receiver, or the execution of any other process of any court of competent jurisdiction which is not vacated, dismissed, or set aside within a period of thirty (30) days and which does, or as a direct consequence of such process will, interfere with Operator's use of the concession premises or with its operations under this Operating Permit;
- H. Operator becomes insolvent, or takes the benefit of any present or future insolvency statute, or makes a general assignment for the benefit of creditors, or files a voluntary petition in bankruptcy, or a petition or answer seeking an arrangement for its reorganization, or the readjustment of its indebtedness under the federal bankruptcy laws or under any other law, or statute of the United States, or of any state law, or consents to the appointment of a receiver, trustee or liquidator of all or substantially all of its property or its property located within the concession areas; notwithstanding this Paragraph "H", the Authority acknowledges that Operator has filed for bankruptcy under federal bankruptcy laws. The Authority will not be permitted to terminate this Agreement solely on the basis of such existing bankruptcy filing.
- I. By order or decree of court, Operator is adjudged bankrupt, or an order is made approving a petition filed by any of the creditors or stockholders of Operator seeking its reorganization or the readjustment of its indebtedness under the federal bankruptcy laws, or under any law or statute of the United States, or any state thereof;
- J. A petition under any part of the federal bankruptcy laws, or an action under any present or future solvency law or statute is filed against Operator and is not dismissed with sixty (60) days.
- K. By or pursuant to, or under authority of, any legislative act, resolution or rule, order or decree of any court, governmental board, agency or officer having jurisdiction, a receiver, trustee or liquidator takes possession or control of all or substantially all of the property of Operator, and such possession or control continues in effect for a period of sixty (60) days;
- L. Cessation or deterioration of service for any period which, in the opinion of the Authority, materially and adversely affects the operation of service required to be performed by Operator under this Operating Permit, which is not corrected within thirty (30) days of notice from the Authority;
- M. Any lien is filed against the concession premises because of any act or omission of Operator and such lien is not removed, enjoined or a bond for satisfaction of such lien is not posted within thirty (30) days; or

- N. Operator voluntarily abandons, deserts, vacates, or discontinues its operation of the business herein authorized.

Any default which remains uncorrected by the Operator twenty (20) days, after written notice by the Authority, shall entitle the Authority to terminate and cancel this Operating Permit at any time by giving written notice to Operator of such cancellation or termination.

- 14.2 Nothing in this Article shall require Operator to observe or conform to any governmental authority's requirements to pay any tax, lien, claim, charge, or demand so long as the validity or enforceability thereof is contested in good faith and to the extent appropriate, unless in the Authority's judgment the performance of Operator's obligations is being materially and adversely affected thereby.
- 14.3 No acceptance by the Authority of the rentals or other payments specified herein, in whole or in part, and for any period of periods, after a default of any of the terms, covenants, and conditions to be performed, kept or observed by Operator, other than the default in the payment thereof, shall be deemed a waiver of any right on the part of the Authority to cancel or terminate this Lease on account of such default.
- 14.4 No waiver by the Authority at any time of any default on the part of the Operator in the performance of any of the terms, covenants, or conditions hereof to be performed, kept, or observed by Operator shall be or be construed to be a waiver at any time thereafter by the Authority of any other or subsequent default in performance of any of said terms, covenants, or conditions, and no notice by the Authority shall be required to restore or revive time as of the essence hereof after waiver by the Authority of default in one or more instances.
- 14.5 The Authority shall, as an additional remedy, upon the giving of written notice of cancellation or termination as above provided, have the right to enter the any area utilized by Operator and every part thereof on the effective date of cancellation or termination without further notice of any kind, remove any and all persons therefrom and may regain and resume possession either with or without the institution of summary or legal proceedings or otherwise. Such re-entry, however, shall not in any manner affect, alter, or diminish any of the obligations of Operator under this Operating Permit.
- 14.6 The Authority, upon termination or cancellation of this Operating Permit, or upon reentry, regaining, or resumption of possession of any area utilized by Operator, may occupy said premises and shall have the right to permit any person, firm, or corporation to enter upon any area utilized by Operator and use the same.
- 14.7 In the event this Operating Permit is terminated or canceled by the Authority, or in the event the Authority re-enters, regains, or resumes possession of any area utilized by Operator, all of the obligations of Operator hereunder shall survive and shall remain in full force and effect for the full term of this Operating Permit. And, subject to the Authority's obligation to mitigate damages, the amount or amounts of fees shall become due and payable to the Authority to the same extent, at the same time or times and in the same manner as if no termination, cancellation, re-entry, regaining, or resumption of possession had taken place. The Authority may maintain separate actions each month to recover any monies then due, or at its option and at any time, may sue to recover the full deficiency.

## **ARTICLE XV: GENERAL PROVISIONS**

- 15.1 Nondiscrimination - The Operator, for itself, its personal representatives, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree: (i) that no person, on the grounds of race, color, creed, political ideas, sex, age, or physical or mental handicap, shall be excluded from participation, denied the benefits of, or be otherwise subjected to discrimination in the use of said facilities; (ii) that in the construction of any improvements and the furnishing of services, no person on the grounds of race, color, creed, political ideas, sex, age, or physical or mental handicap, shall be excluded from participation in, denied the benefits of, or otherwise be subjected to discrimination; (iii) that the Operator shall use the assigned Areas in compliance with all other requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally Assisted Programs of the Department of Transportation, Effectuation of Title VI of the Civil Rights Act of 1964, and as said Regulations may be amended; (iv) that should the Authority provide handicapped accessible ingress and egress in specific locations, Operator shall not block or close or otherwise cause the access way to be nonfunctional without providing an alternative means of access approved in writing by the Authority.

Noncompliance shall constitute a material breach hereof, and in the event of such noncompliance, within a reasonable period, the Authority shall have the right to terminate this Operating Permit

- 15.2 Federal Aviation Act, Section 308 - Nothing herein contained shall be deemed to grant the Operator any exclusive right or privilege within the meaning of Section 308 of the Federal Aviation Act or the conduct of any activity on the Airport, except that, subject to the terms and conditions hereof, the Operator shall have the right to possess the assigned Area under the provisions of this Operating Permit.
- 15.3 Subordination to Operating Permit with the United States Government - This Operating Permit is subject and subordinate to the provisions of any Operating Permit heretofore or hereafter made between the Authority and the United States Government, relative to the operation or maintenance of the Airport, the execution of which has been required as a condition precedent to the transfer of federal rights or property to the Authority for Airport purposes, or the expenditure of federal funds for the improvement or development of the Airport, including the expenditure of federal funds for the development of the Airport in accordance with the provisions of the Federal Aviation Act of 1958, as it has been amended from time to time. The Authority covenants that it has no existing Operating Permit with the United States Government in conflict with the express provisions hereof.
- 15.4 Nonwaiver of Rights - No waiver of default by either party of any of the terms, covenants, and conditions hereof to be performed, kept, and observed by the other party shall be construed as, or shall operate as, a waiver of any subsequent default of any of the terms, covenants, or conditions herein contained, to be performed, kept, and observed by the other party.
- 15.5 Notices - Notices required herein may be given by registered or certified mail by depositing the same in the United States mail in the continental United States, postage prepaid. Any such notice so mailed shall be presumed to have been received by the addressee seventy-two (72) hours after deposit of same in the mail. Either party shall have the right, by giving written notice to the other, to change the address at which its notices are to be received. Until any such change is made, notices to Authority shall be delivered as follows:

Chief Executive Officer  
Albany County Airport Authority  
Administration Building  
Room 200  
Albany, NY 12211-1057

Notices to Operator shall be deemed sufficient if in writing and mailed, registered or certified mail, postage prepaid, addressed to Operator at the following address:

H&H AIRCRAFT SERVICES, INC.  
8 East Canal Street  
Richmond, VA 27219

- 15.6 Captions - The headings of the several articles of this Operating Permit are inserted only as a matter of convenience and for reference and in no way define, limit, or describe the scope or intent of any provisions of this Lease and shall not be construed to affect in any manner the terms and provisions hereof or the interpretation or construction thereof.
- 15.7 Severability - If one or more clauses, section, or provisions of this Operating Permit shall be held to be unlawful, invalid, or unenforceable, it is agreed that the remainder of the Operating Permit shall not be affected thereby.
- 15.8 Waiver of Claims - The Operator hereby waives any claim against the Authority and its officers, or employees for loss of anticipated profits caused by any suit or proceedings directly or indirectly attacking the validity of this Operating Permit or any part thereof, or by any judgment or award in any suit proceeding declaring this Operating Permit null, void or voidable, or delaying the same or any part hereof, from being carried out.
- 15.9 Right to Develop Airport - It is further covenanted and agreed that the Authority reserves the right to further develop or improve the Airport and all landing areas and taxiways as it may see fit, regardless of the desires or views of the Operator and without interference or hindrance.
- 15.10 Incorporation of Exhibits - All exhibits referred to in this Operating Permit are intended to be and hereby are specifically made a part of this Operating Permit.
- 15.11 Incorporation of Required Provision - The parties incorporate herein by this reference all provisions lawfully required to be contained herein by any governmental body or agency.
- 15.12 Non-liability of Agents or Employees - No member, officer, agent director, or employee of the Authority shall be charged personally or held contractually liable by or to the other party under term or provisions of this Operating Permit or because of any breach thereof or because of its or their execution or attempted execution.
- 15.13 Successors and Assigns Bound - This Operating Permit shall be binding upon and inure to the benefit of the successors and assignees of the parties hereto where permitted by this Operating Permit.

- 15.14 Right to Amend - In the event that the Federal Aviation Administration or its successors requires modifications or changes in this Airport, or otherwise, the Operator agrees to consent to such amendments, modifications, revisions, supplements, or deletions of any of the terms, conditions, or requirements of this Operating Permit as may be reasonably required.
- 15.15 Time of Essence - Time is expressed to be of the essence in this Operating Permit.
- 15.16 Gender - Words of any gender used in this Operating Permit shall be held and construed to include any other gender and words in the singular number shall be held to include the plural, unless the context otherwise requires.
- 15.17 Force Majeure - Neither party hereto shall be liable to the other for any failure, delay or interruption in the performance of any of the terms, covenants or conditions of this Operating Permit due to causes beyond the control of that party including, without limitation, strikes, boycotts, labor disputes, embargoes, acts of God, acts of the public enemy, acts of superior governmental authority, weather conditions, floods, riots, rebellion, sabotage or any other circumstance for which such party is not responsible or which is not in its own power to control.

#### **ARTICLE XVI: ENTIRE OPERATING PERMIT**

- 16.1 This Operating Permit represents the entire and integrated Operating Permit between the Authority and the Operator and supersedes all prior negotiations, representations and Operating Permits, either written or oral. This Operating Permit may be amended only by written instrument signed by both the Authority and the Operator.
- 16.2 Nothing in this Operating Permit shall be deemed or construed to give any third party any claim or right of action against the Authority or the Operator which does not otherwise exist without regard to this Operating Permit.

\*\*\*\*\*

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

ALBANY COUNTY AIRPORT AUTHORITY

By: \_\_\_\_\_  
REV. KENNETH DOYLE  
Chairman

H&H AIRCRAFT SERVICES, INC.

By: \_\_\_\_\_  
Jay Hill  
President

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

On this day of \_\_\_\_\_, 2019, before me personally came and appeared **KENNETH 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 and that he signed his name thereto by like authorization.

\_\_\_\_\_  
Notary Public

STATE OF \_\_\_\_\_ )  
  ) ss.:  
COUNTY OF \_\_\_\_\_ )

On this day of \_\_\_\_\_, 2019, before me personally came \_\_\_\_\_, to me personally known, who being duly sworn, did depose and say that he resides in \_\_\_\_\_ County, State of \_\_\_\_\_ and which executed the within instrument and that he signed his name thereto by like order.

\_\_\_\_\_  
Notary Public

**EXHIBIT A**

**SUPPORT SERVICES TO BE PROVIDED**  
**TO PIEDMONT AIRLINES CORPORATION AT**  
**ALBANY INTERNATIONAL AIRPORT**

- H&H Aircraft Services, Inc. will provide overnight aircraft cleaning for Piedmont Airlines in the hangar located at 22 Jetway Drive, Albany, NY 12211, also known as Building #119.

U:\LEGAL\PERMITS\GAT AIRLINE GROUND SUPPORT INC.2.doc



**AGENDA ITEM NO. 11**

**Authorization of Change Orders**

## **AGENDA ITEM NO. 11.1**

**Change Order #5: Authorization to award  
Change Order #5 to Contract # 989-SF New  
Parking Garage Site and Foundations to  
LeChase Construction Services, LLC.**

AGENDA ITEM NO: 11.1  
MEETING DATE: December 9, 2019

111,173.35ALBANY COUNTY AIRPORT AUTHORITY  
REQUEST FOR AUTHORIZATION

**DEPARTMENT:**

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

**PURPOSE OF REQUEST:**

Change Order #5: *Authorization to award Change Order #5 to Contract # 989-SF New Parking Garage Site and Foundations to LeChase Construction Services, LLC.*

**CONTRACT AMOUNT:**

Base Amount:	\$8,821,000.00
Change Order #1:	197,569.82
Change Order #2:	169,837.05
Change Order #3:	47,561.92
Change Order #4:	180,434.30
Change Order #5:	<u>111,173.35*</u>
Total:	\$9,527,576.44

*\*Pending approval at this meeting.*

**BUDGET INFORMATION:**

Federal Airport Improvement Program  
Anticipated in Current ALB Capital Plan : Yes J No \_\_\_ NA  
Funding Account No.: CPN 2261

**FISCAL IMPACT – FUNDING**

Federal 2.2% State 37.9% Airport 59.9% NA \_\_\_\_\_  
Term of Funding: 2018-2020  
Grant No.: N/A State PIN: 1A00.97

**JUSTIFICATION:**

*Request for authorization of Change Order #5 for Contract 989-SF for New Parking Garage Site and Foundations, to LeChase Construction Services LLC of Schenectady, N.Y. in the amount of \$111,173.35 for additional work items including additional lengths and splices for the driven piles due to piles going deeper than plan depth and all labor and materials needed to reroute the sanitary sewer force main for the ACAA building to an existing system near C concourse and maintaining the temporary sanitary holding tank while the new connection was made.*

AGENDA ITEM NO: 11.1  
MEETING DATE: December 9, 2019

**CHIEF EXECUTIVE OFFICER'S RECOMMENDATION:**

*Recommend approval.*

**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  NO .*

**BACK-UP MATERIAL:**

*Please refer to attached Change Order backup information compiled by Creighton Manning Engineering and Turner Construction.*

the 1990s, the number of people in the world who are poor has increased from 1.2 billion to 1.6 billion.

There are a number of reasons why the number of people in the world who are poor has increased. One reason is that the world's population has grown rapidly.

Another reason is that the world's economy has not grown fast enough to keep pace with the population growth.

A third reason is that the world's resources are being used up too fast.

There are a number of things that we can do to help reduce the number of people in the world who are poor.

One thing we can do is to help the world's economy grow faster.

Another thing we can do is to help the world's resources last longer.

There are a number of things that we can do to help reduce the number of people in the world who are poor.

One thing we can do is to help the world's economy grow faster.

Another thing we can do is to help the world's resources last longer.

There are a number of things that we can do to help reduce the number of people in the world who are poor.

One thing we can do is to help the world's economy grow faster.

Another thing we can do is to help the world's resources last longer.

There are a number of things that we can do to help reduce the number of people in the world who are poor.

One thing we can do is to help the world's economy grow faster.

Another thing we can do is to help the world's resources last longer.

There are a number of things that we can do to help reduce the number of people in the world who are poor.

One thing we can do is to help the world's economy grow faster.

Another thing we can do is to help the world's resources last longer.

There are a number of things that we can do to help reduce the number of people in the world who are poor.

One thing we can do is to help the world's economy grow faster.

Another thing we can do is to help the world's resources last longer.

There are a number of things that we can do to help reduce the number of people in the world who are poor.

One thing we can do is to help the world's economy grow faster.

Another thing we can do is to help the world's resources last longer.

There are a number of things that we can do to help reduce the number of people in the world who are poor.

One thing we can do is to help the world's economy grow faster.

Another thing we can do is to help the world's resources last longer.

There are a number of things that we can do to help reduce the number of people in the world who are poor.

One thing we can do is to help the world's economy grow faster.

Another thing we can do is to help the world's resources last longer.

There are a number of things that we can do to help reduce the number of people in the world who are poor.

One thing we can do is to help the world's economy grow faster.

Another thing we can do is to help the world's resources last longer.

There are a number of things that we can do to help reduce the number of people in the world who are poor.

One thing we can do is to help the world's economy grow faster.

Another thing we can do is to help the world's resources last longer.

There are a number of things that we can do to help reduce the number of people in the world who are poor.



# Change Order Request

LeChase Construction Services, LLC  
 220 Harborside Drive, Suite 301  
 Schenectady, NY 12305  
 Phone: 518-388-9200

Date: 8/14/2019

**Owner :** Albany County Airport Authority

**Project:** 1934002 - Albany County Airport Contract 989-SF

**Reason:**

**Change Order Request # : 21 -**

**Description of Change:** Bulletin #4 Changes-Force main sewer relocation. This scope includes both landside and airside work to complete scope as outlined.

Work complete on Time and Material Basis as directed by the client

~~NOTE: This COR is partial in nature, and does not include all work required to complete this additive scope. Field work to be completed in the future will be submitted under separate cover.~~

Description	Scope of Work	Cost
<del>Project Manager</del>	<del>Per COR breakdown</del>	<del>3,312.30</del>
Superintendent	Per COR breakdown	9,044.75
COR #21-Sanitary FM work		64,891.25
<b>Subtotal of Costs</b>		<b>77,248.38</b>

**Change Order Add Ons**

Fee	3,863.00	<b>3,655.69</b>
GL Insurance	827.00	<b>782.74</b>
P&P Bond	744.00	<b>704.18</b>

**Total For Change Order Request**

**82,682.38** **78,256.35**

*No Additional Time Req'd*

Albany County Airport Authority


LeChase Construction Services, LLC Other: If Applicable

Print: \_\_\_\_\_

Print: HILLS

Print: \_\_\_\_\_

Signed: \_\_\_\_\_

Signed: 

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

Date: 11.21.19

Date: \_\_\_\_\_

CHANGE ORDER REQUEST BREAKDOWN SUMMARY SHEET

Project Name: ACAA - 989-SF  
 Building / Area: Various

PCO #: 21  
 COR #:

Subcontractor/Vendc: Wm. J Keller & Sons Construction Corp.  
 BP #: 989-SF  
 Change Order Sourc: Field direction to proceed on T&M

Various owner direction time and material changes for sanitary forced main-WORK COMPLETE

Item No.	WBS/CSI Cost Code	Description	Materials & Equipment				Subcontract				Fully Burdened Labor Rate						Duration				
			Qty	Unit	Unit Cost	Subtotal	Qty	Unit	Unit Cost	Subtotal	Straight Hours	Time + 1/2 Hours	Double Time Hours	Labor Costs			Total	Start	Finish		
												Straight Time	EO Time & 1/2	EO Double Time							
		Ticket #1						1	LS	\$4,971.00	\$ 4,971.00										
		Ticket #2						1	LS	\$ 3,699.00	\$ 3,699.00										
		Ticket #3						1	LS	\$ 2,953.00	\$ 2,953.00										
		Ticket #4						1	LS	\$ 440.00	\$ 440.00										
		Ticket #5						1	LS	\$ 1,308.00	\$ 1,308.00										
		Ticket #6						1	LS	\$ 462.00	\$ 462.00										
		Ticket #7						1	LS	\$ 3,342.00	\$ 3,342.00										
		Ticket #8						1	LS	\$ 481.00	\$ 481.00										
		Ticket #9						1	LS	\$ 7,076.00	\$ 7,076.00										
		Ticket #10						1	LS	\$ 6,088.00	\$ 6,088.00										
		Ticket #11						1	LS	\$ 8,955.00	\$ 8,955.00										
		Ticket #12						1	LS	\$ 8,170.00	\$ 8,170.00										
		Ticket #13						1	LS	\$ 4,715.00	\$ 4,715.00										
		Ticket #14						1	LS	\$ 7,470.00	\$ 7,470.00										
		Ticket #15						1	LS	\$ 1,431.00	\$ 1,431.00										
		Ticket #16						1	LS	\$ 2,629.00	\$ 2,629.00										
		LeChase #7-Superintendent time and work vehicle	1	HR	\$ 15.00	\$ 15.00						1.00			\$110.00	145.00				\$110.00	
		LeChase #9-Superintendent time and work vehicle	8.5	HR	\$ 15.00	\$ 127.50						8.00	1		\$110.00	145.00				\$952.50	
		LeChase #10-Superintendent time and work vehicle	8	HR	\$ 15.00	\$ 120.00						8.00			\$110.00	145.00				\$880.00	
		LeChase #11-Superintendent time and work vehicle	10.5	HR	\$ 15.00	\$ 157.50						10.50			\$110.00	145.00				\$1,155.00	
		LeChase #12-Superintendent time and work vehicle	9	HR	\$ 15.00	\$ 135.00						8.00	1		\$110.00	145.00				\$1,025.00	
		LeChase #13-Superintendent time and work vehicle	5.5	HR	\$ 15.00	\$ 82.50						5.50			\$110.00	145.00				\$605.00	
		LeChase Management ticket 9.18.19										8.00	2		\$110.00	145.00				\$1,170.00	
		LeChase Management ticket 9.19.19										8.00	2		\$110.00	145.00				\$1,170.00	
		LeChase Management ticket 9.20.19										4.50			\$110.00	145.00				\$495.00	
		LeChase Management ticket 9.20.19										2.00			\$110.00	145.00				\$220.00	
		LeChase Management ticket 10.3.19										1.00			\$110.00	145.00				\$110.00	
		LeChase #15-Superintendent time and work vehicle										3.00			\$110.00	145.00				\$330.00	
		Project Management time-25% of superintendent time										18.25			\$165.00					\$3,011.25	
																				\$0.00	
		<b>Net Subtotals:</b>				\$637.50					<b>Net Subtotals:</b>	\$64,190.00	86	6	0	\$0.00	1,740.00	0.00		\$11,233.75	
		<b>Total SGA &amp; OH+P</b>				\$63.75	10.00%				<b>Total SGA &amp; OH+P</b>	\$0.00	0.00%						<b>Total SGA &amp; OH+P</b>	\$1,123.38	10.00%
		<b>Tax (if applicable)</b>				\$0.00					<b>Tax (if applicable)</b>	\$0.00								\$0.00	
		<b>Total</b>				\$701.25					<b>Total</b>	\$64,190.00							<b>Total Labor:</b>	\$12,357.13	
																			<b>Total Materials, Subcontract &amp; Labor, &amp; OH+P:</b>	\$77,248.38	

TICKET #1

WM. J. KELLER & SONS CONSTRUCTION CORP.  
DAILY RECORD OF WORK AUTHORIZED, NOT INCLUDED IN CONTRACT

Contract		19-01		Owner				A/c part.				Date			9-18-19		
Item No. or Description													Force main				
LABOR				MATERIALS				EQUIPMENT									
Name	Labor Classification	Hours		Material	Quant.	Bare Cost	Trans. Taxes	Description	Hours	Rate	Cost						
		Reg.	O.T.														
Corey Stollert	Farmer	1	2	4" - 4.5 in 45	4			Case 50	3								
Janet Suss	Operator	1	2	m/s adapter	2			Excavator machine	27								
Chris Werner	Operator	8	2.5	4 in cap	2			3000 with generator	27								
Frank Corradini	Laborer	1	2	electro coup	2			truck 10	3.5								
Bob Souza	Super	3.5		mags legs + Bolts	3			Pipe trailer	3.5								
				20 cy gravel	20cy												
				4 in pipe	250'												
													<p><i>[Signature]</i> Freight Planning 9/19/19 * Can not verify hrs of Bob Souza or pipe Excav. Can not verify</p>				
													<p><i>[Signature]</i> 9/30/19 LECHARE ITEMS TO FOLLOW</p>				
Total for Day					Total for Day												

STATEMENT OF WORK ACCOMPLISHED:

Exc 4 in pipe start Dig from Building

CERTIFICATION: - I certify to the best of my knowledge and belief, that the equipment used on this work was of the proper size and that the account herein shown is an accurate statement of the labor, materials and equipment used on this day.

Signed: *[Signature]* 9-18-19  
For Contractor Date

For Owner Date



85

WM. J. Keller and Sons Construction Corporation  
DAILY RECORD OF WORK AUTHORIZED, NOT INCLUDED IN CONTRACT

Contract:		19-01 / 989-SF				Owner:		LeChase				Date:		9/18/2019 Wednesday		
Item No. or Description:		T&M - Prep and install forcemain from PS to Existing Bldg.														
Name	Labor Classification	LABOR Hours		LABOR Rates (\$)		Total	MATERIALS					EQUIPMENT				
		Reg	O.T	Reg	O.T		Material	Quant.	Cost	Tax	Total	Description	Hours	Rate	Total	
Corey S.	Foreman	1.00	2.00	\$ 82.09	\$ 108.92	\$ 299.93	4" 45 deg bend	4.00	\$26.31		\$ 105.24	Kubota KX 121 Mini-Excavator	3.00	\$40.00	\$ 120.00	
Jared F.	Operator	1.00	2.00	\$ 79.75	\$ 105.42	\$ 290.59	4" MJ Adapter	2.00	\$93.37		\$ 186.74	F-350 Utility Truck	3.50	\$29.00	\$ 101.50	
Chris W	Operator	8.00	2.50	\$ 79.75	\$ 105.42	\$ 901.55	4" tapped cap	1.00	\$32.89		\$ 32.89				\$ -	
Frank C	Laborer	1.00	0.00	\$ 61.41	\$ 79.64	\$ 61.41	4" EF coupling	2.00	\$56.99		\$ 113.98	3000w generator	7.00	\$10.00	\$ 70.00	
Bob S.	Foreman	3.50	0.00	\$ 82.09	\$ 108.92	\$ 287.32	4" Megalug w/ gasket and bolt kit	3.00	\$14.50		\$ 43.50	Fusing machine	7.00	\$25.00	\$ 175.00	
						\$ -	4" HDPE IPS	250.00	\$4.95		\$ 1,237.50	Pipe trailer	3.50	\$18.50	\$ 64.75	
						\$ -	Item 4 Gravel	20.00	\$14.25		\$ 285.00				\$ -	
						\$ -	Tracer wire	250.00	\$0.57		\$ 142.50				\$ -	
						\$ -					\$ -				\$ -	
						\$ -					\$ -				\$ -	
						\$ -					\$ -				\$ -	
						\$ -					\$ -				\$ -	
						\$ -					\$ -				\$ -	
						\$ -					\$ -				\$ -	
						\$ -					\$ -				\$ -	
						\$ -					\$ -				\$ -	
<b>Labor Total:</b>						\$ 1,840.80	<b>Material Total:</b>					\$ 2,147.35	<b>Equipment Total:</b>			\$ 531.25
<b>Grand Total =</b>						\$ 4,519	<b>10% OH&amp;P =</b>					\$	<b>4,971</b>			

Statement of Work Accomplished: T&M - Mobilize pipe to site, start to fuse pipe, begin excavation from existing bldg. to pump station

CERTIFICATION: I certify to the best of my knowledge and belief, that the equipment used on this work was of the proper size and that the account herein shown is an accurate statement of the labor, materials and equipment used on this day

Signed: Jameson Phillips 9/18/2019  
For Contractor Date

For Owner Date

TICKET #2

WM. J. KELLER & SONS CONSTRUCTION CORP.  
DAILY RECORD OF WORK AUTHORIZED, NOT INCLUDED IN CONTRACT

Contract 19-01				Owner A - Post				Date 9-17-17			
Item No. or Description											
LABOR				MATERIALS				EQUIPMENT			
Name	Labor Classification	Hours		Material	Quant.	Bare Cost	Trans. Taxes	Description	Hours	Rate	Cost
		Reg.	O.T.								
Carey Stollard	Farmer		1	Gravel	400			Case 50	10		
Frank Saccardi	1-hr	5	2					Piling machine	1		
Chris ...	Operator	5	2					3000 watt generator	1		
								local rental DT			
								4 local ...	6		
								<p><i>W. H. H. Creighton Manning 9/19/17</i></p> <p><i>THUS 9/30/17</i></p> <p><i>LEASE ITEMS TO FOLLOW</i></p>			
Total for Day						Total for Day					

STATEMENT OF WORK ACCOMPLISHED: *Excavated and installed approximatel 146 LF of 4" pipe.*

CERTIFICATION: - I certify to the best of my knowledge and belief, that the equipment used on this work was of the proper size and that the account herein shown is an accurate statement of the labor, materials and equipment used on this day.

Signed: *[Signature]* 9-19-17  
For Contractor Date

\_\_\_\_\_  
For Owner Date

WM. J. Keller and Sons Construction Corporation  
DAILY RECORD OF WORK AUTHORIZED, NOT INCLUDED IN CONTRACT

Contract:		19-01 / 989-SF					Owner:		LeChase			Date:		9/19/2019 Thursday		
Item No. or Description:		T&M - Forcemain excavation and backfill														
Name	Labor Classification	LABOR				Total	MATERIALS					EQUIPMENT				
		Hours		Rates (\$)			Material	Quant.	Cost	Tax	Total	Description	Hours	Rate	Total	
		Reg.	O.T.	Reg.	O.T.											
Corey S.	Foreman	0.00	1.00	\$ 82.09	\$ 108.92	\$ 108.92	Item 4 Gravel	40.00	\$14.25		\$ 570.00	Kubota KX 121 Mini-Excavator	10.00	\$40.00	\$ 400.00	
Jared F.	Operator	0.00	2.00	\$ 79.75	\$ 105.42	\$ 210.84					\$ -	F-350 Utility Truck	1.00	\$29.00	\$ 29.00	
Chris W.	Operator	8.00	2.00	\$ 79.75	\$ 105.42	\$ 848.84					\$ -	Rental Tri-axle	6.00	\$85.00	\$ 510.00	
Frank C.	Laborer	8.00	2.00	\$ 61.41	\$ 79.64	\$ 650.56					\$ -	3000w generator	1.00	\$10.00	\$ 10.00	
Bob S.	Foreman	0.00	0.00	\$ 82.09	\$ 108.92	\$ -					\$ -	Fusing machine	1.00	\$25.00	\$ 25.00	
						\$ -					\$ -				\$ -	
						\$ -					\$ -				\$ -	
						\$ -					\$ -				\$ -	
						\$ -					\$ -				\$ -	
						\$ -					\$ -				\$ -	
						\$ -					\$ -				\$ -	
						\$ -					\$ -				\$ -	
						\$ -					\$ -				\$ -	
						\$ -					\$ -				\$ -	
						\$ -					\$ -				\$ -	
Labor Total: \$ 1,819.16						Material Total: \$ 570.00					Equipment Total: \$ 974.00					
Grand Total = \$ 3,363 10% OH&P = \$ 3,699																

Statement of Work Accomplished: T&M - Complete forcemain excavation and begin backfill

CERTIFICATION: I certify to the best of my knowledge and belief, that the equipment used on this work was of the proper size and that the account herein shown is an accurate statement of the labor, materials and equipment used on this day

Signed: Jameson Phillips 9/19/2019  
 For Contractor Date For Owner Date



WM. J. Keller and Sons Construction Corporation  
DAILY RECORD OF WORK AUTHORIZED, NOT INCLUDED IN CONTRACT

19

Contract:		19-01 / 989-SF				Owner:				LeChase		Date:		9/20/2019 Friday	
Item No. or Description:		T&M - Backfill forcemain													
Name	Labor Classification	LABOR				Total	MATERIALS					EQUIPMENT			
		Hours		Rates (\$)			Material	Quant.	Cost	Tax	Total	Description	Hours	Rate	Total
		Reg	O.T.	Reg	O.T.										
Corey S	Foreman	2.50	0.00	\$ 82.09	\$ 108.92	\$ 205.23	Item 4 Gravel	40.00	\$14.25		\$ 570.00	Kubota KX 121 Mini-Excavator	2.00	\$40.00	\$ 80.00
Jared F.	Operator	3.50	0.00	\$ 79.75	\$ 105.42	\$ 279.13					\$ -	Kobelco SK 160 Excavator	3.50	\$70.00	\$ 245.00
Chris W.	Operator	4.50	0.00	\$ 79.75	\$ 105.42	\$ 358.88					\$ -	Komatsu WA 320 Loader	1.00	\$50.00	\$ 50.00
Kyle J.	Laborer	4.50	0.00	\$ 61.41	\$ 79.64	\$ 276.35					\$ -	Kubota SVL 90 Track Skid Steer	5.00	\$40.00	\$ 200.00
Kim S.	Laborer	4.00	0.00	\$ 61.41	\$ 79.64	\$ 245.64					\$ -	Reversible Plate Tamper	2.50	\$20.00	\$ 50.00
Al D.	Operator	1.00	0.00	\$ 79.75	\$ 105.42	\$ 79.75					\$ -	Jumping jack compactor	3.00	\$15.00	\$ 45.00
						\$ -					\$ -				\$ -
						\$ -					\$ -				\$ -
						\$ -					\$ -				\$ -
						\$ -					\$ -				\$ -
						\$ -					\$ -				\$ -
						\$ -					\$ -				\$ -
						\$ -					\$ -				\$ -
						\$ -					\$ -				\$ -
						\$ -					\$ -				\$ -
						\$ -					\$ -				\$ -
						\$ -					\$ -				\$ -
<b>Labor Total: \$ 1,444.96</b>						<b>Material Total: \$ 570.00</b>					<b>Equipment Total: \$ 670.00</b>				
<b>Grand Total = \$ 2,685</b>						<b>10% OH&amp;P = \$</b>					<b>2,953</b>				

Statement of Work Accomplished: T&M - Backfill forcemain

CERTIFICATION: I certify to the best of my knowledge and belief, that the equipment used on this work was of the proper size and that the account herein shown is an accurate statement of the labor, materials and equipment used on this day

Signed: Jameson Phillips      9/20/2019  
For Contractor      Date

\_\_\_\_\_      \_\_\_\_\_  
For Owner      Date



WM. J. Keller and Sons Construction Corporation  
DAILY RECORD OF WORK AUTHORIZED, NOT INCLUDED IN CONTRACT

(19)

Contract:		19-01 / 989-SF				Owner:		LeChasc			Date:		9/26/2019 Thursday			
Item No. or Description:		T&M - Pressure test forcemain														
Name	Labor Classification	Hours		Rates (\$)		Total	MATERIALS					EQUIPMENT				
		Reg.	O.T.	Reg.	O.T.		Material	Quant	Cost	Tax	Total	Description	Hours	Rate	Total	
Corey S.	Foreman	1.00	0.00	\$ 82.09	\$ 108.92	\$ 82.09	none				\$ -	F-350 Utility Truck	2.00	\$29.00	\$ 58.00	
Chris W.	Operator	2.00	0.00	\$ 79.75	\$ 105.42	\$ 159.50					\$ -	Water Truck	1.00	\$40.00	\$ 40.00	
Chris W.	Operator	0.00	0.00	\$ 79.75	\$ 105.42	\$ -					\$ -				\$ -	
Kyle J.	Laborer	0.00	0.00	\$ 61.41	\$ 79.64	\$ -					\$ -				\$ -	
Kim S.	Laborer	0.00	0.00	\$ 61.41	\$ 79.64	\$ -					\$ -				\$ -	
Al D.	Operator	0.00	0.00	\$ 79.75	\$ 105.42	\$ -					\$ -	Test pump	3.00	\$20.00	\$ 60.00	
						\$ -					\$ -				\$ -	
						\$ -					\$ -				\$ -	
						\$ -					\$ -				\$ -	
						\$ -					\$ -				\$ -	
						\$ -					\$ -				\$ -	
						\$ -					\$ -				\$ -	
						\$ -					\$ -				\$ -	
						\$ -					\$ -				\$ -	
						\$ -					\$ -				\$ -	
						\$ -					\$ -				\$ -	
						\$ -					\$ -				\$ -	
Labor Total:						\$ 241.59	Material Total:					\$ -	Equipment Total:			\$ 158.00
Grand Total =						\$ 400	10% OH&P =					\$	440			

Statement of Work Accomplished: T&M - Pressure test forcemain

CERTIFICATION: I certify to the best of my knowledge and belief, that the equipment used on this work was of the proper size and that the account herein shown is an accurate statement of the labor, materials and equipment used on this day

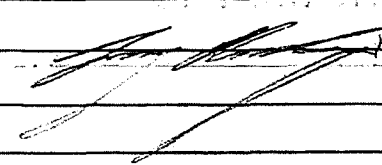
Signed: Jameson Phillips      9/26/2019  
For Contractor      Date

\_\_\_\_\_  
For Owner      Date

TICKET #5

**WM. J. KELLER & SONS CONSTRUCTION CORP.  
DAILY RECORD OF WORK AUTHORIZED, NOT INCLUDED IN CONTRACT**

Contract <u>19-01</u>				Owner <u>Lechase</u>				Date <u>9-30-19</u>			
Item No. or Description											
<i>from force main to pump station, 12" dia. line from next to ball</i>											
LABOR				MATERIALS				EQUIPMENT			
Name	Labor Classification	Hours		Material	Quant.	Bare Cost	Trans. Taxes	Description	Hours	Rate	Cost
		Reg.	O.T.								
<i>Carpenter</i>	<i>5</i>	<i>5</i>						<i>Kubota 35</i>	<i>5</i>		
<i>Iron lines</i>	<i>operator</i>	<i>5</i>						<i>Jump sock tamper</i>	<i>2</i>		
								<i>gas glade tamper</i>	<i>1</i>		
				Total for Day							

  
Lechase 9/30

STATEMENT OF WORK ACCOMPLISHED:

CERTIFICATION: - I certify to the best of my knowledge and belief, that the equipment used on this work was of the proper size and that the account herein shown is an accurate statement of the labor, materials and equipment used on this day.

Signed: \_\_\_\_\_ Date \_\_\_\_\_  
 For Contractor For Owner Date Date



WM. J. Keller and Sons Construction Corporation  
DAILY RECORD OF WORK AUTHORIZED, NOT INCLUDED IN CONTRACT

62

Contract:		19-01 / 989-SF				Owner:		LcChase			Date:		9/30/2019 Monday			
Item No. or Description:		T&M - Tic-in FM to pump station														
Name	Labor Classification	Hours		Rates (\$)		Total	MATERIALS					EQUIPMENT				
		Reg	O.T.	Reg	O.T.		Material	Quant	Cost	Tax	Total	Description	Hours	Rate	Total	
Cory S	Foreman	5.00	0.00	\$ 82.09	\$ 108.92	\$ 410.45	none					\$ -	F-350 Utility Truck	5.00	\$29.00	\$ 145.00
Jared F	Operator	5.00	0.00	\$ 79.75	\$ 105.42	\$ 398.75						\$ -	Kubota KX 121 Mini-Excavator	5.00	\$40.00	\$ 200.00
Chris W	Operator	0.00	0.00	\$ 79.75	\$ 105.42	\$ -						\$ -	Reversible Plate Tamper	1.00	\$20.00	\$ 20.00
Kyle J	Laborer	0.00	0.00	\$ 61.41	\$ 79.64	\$ -						\$ -				\$ -
Kim S	Laborer	0.00	0.00	\$ 61.41	\$ 79.64	\$ -						\$ -				\$ -
Al D	Operator	0.00	0.00	\$ 79.75	\$ 105.42	\$ -						\$ -	Jumping jack compactor	1.00	\$15.00	\$ 15.00
						\$ -						\$ -				\$ -
						\$ -						\$ -				\$ -
						\$ -						\$ -				\$ -
						\$ -						\$ -				\$ -
						\$ -						\$ -				\$ -
						\$ -						\$ -				\$ -
						\$ -						\$ -				\$ -
						\$ -						\$ -				\$ -
						\$ -						\$ -				\$ -
						\$ -						\$ -				\$ -
Labor Total:						\$ 809.20	Material Total:					\$ -	Equipment Total:			\$ 380.00
Grand Total =						\$ 1,189	10% OH&P =					\$	1,308			

Statement of Work Accomplished: T&M - Tic-in forcemain to pump station

CERTIFICATION: I certify to the best of my knowledge and belief, that the equipment used on this work was of the proper size and that the account herein shown is an accurate statement of the labor, materials and equipment used on this day.

Signed: Jameson Phillips 9/30/2019  
For Contractor Date \_\_\_\_\_ \_\_\_\_\_  
For Owner Date



63

WM. J. Keller and Sons Construction Corporation  
DAILY RECORD OF WORK AUTHORIZED, NOT INCLUDED IN CONTRACT

Contract:		19-01 / 989-SF				Owner:		LeChase			Date:		10/3/2019 Thursday		
Item No. or Description:		T&M - Move FM holding tank													
Name	Labor Classification	LABOR				Total	MATERIALS					Description	Hours	Rate	Total
		Hours		Rates (\$)			Material	Quant	Cost	Tax	Total				
		Reg	O.T	Reg.	O.T										
Corey S	Foreman	1.00	0.00	\$ 82.09	\$ 108.92	\$ 82.09	4" PVC coupling	1.00	57.61		\$ 7.61	F-350 Utility Truck	1.00	\$29.00	\$ 29.00
Jared F	Operator	1.00	0.00	\$ 79.75	\$ 105.42	\$ 79.75	Glue & Prine	1.00	59.18		\$ 9.18	Kobelco SK 160 Excavator	1.00	\$70.00	\$ 70.00
Chris W.	Operator	0.00	0.00	\$ 79.75	\$ 105.42	\$ -					\$ -	Concrete Saw	1.00	\$20.00	\$ 20.00
Kyle J	Laborer	1.00	0.00	\$ 61.41	\$ 79.64	\$ 61.41					\$ -				\$ -
Kim S.	Laborer	1.00	0.00	\$ 61.41	\$ 79.64	\$ 61.41					\$ -				\$ -
						\$ -					\$ -				\$ -
						\$ -					\$ -				\$ -
						\$ -					\$ -				\$ -
						\$ -					\$ -				\$ -
						\$ -					\$ -				\$ -
						\$ -					\$ -				\$ -
						\$ -					\$ -				\$ -
						\$ -					\$ -				\$ -
						\$ -					\$ -				\$ -
						\$ -					\$ -				\$ -
						\$ -					\$ -				\$ -
						\$ -					\$ -				\$ -
						\$ -					\$ -				\$ -
						\$ -					\$ -				\$ -
Labor Total: \$ 284.66						Material Total: \$ 16.79						Equipment Total: \$ 119.00			
Grand Total = \$ 420						10% OH&P = \$						462			

Statement of Work Accomplished: T&M - Move FM holding tank out of parking lot area so we can construct admin lot.

CERTIFICATION: I certify to the best of my knowledge and belief, that the equipment used on this work was of the proper size and that the account herein shown is an accurate statement of the labor, materials and equipment used on this day

Signed: Jameson Phillips 10/3/2019  
For Contractor Date

For Owner Date



WM. J. Keller and Sons Construction Corporation  
DAILY RECORD OF WORK AUTHORIZED, NOT INCLUDED IN CONTRACT

Contract:		19-01 / 989-SF					Owner:		LeChase			Date:		10/15/2019 Tuesday			
Item No. or Description:		T&M - Assist private utility locate on airside															
Name	Labor Classification	LABOR				Total	MATERIALS/SUBCONTRACTORS					EQUIPMENT					
		Hours		Rates (\$)			Material	Quant.	Cost	Tax	Total	Description	Hours	Rate	Total		
Reg.	O.T.	Reg.	O.T.														
Sean C.	Foreman	1.00	0.00	\$ 82.09	\$ 108.92	\$ 82.09	On the mark locating	1.00	\$2,895.00		\$ 2,895.00			\$ -			
Mike K Sr	Laborer	1.00	0.00	\$ 61.41	\$ 79.64	\$ 61.41					\$ -			\$ -			
	Laborer	0.00	0.00	\$ 61.41	\$ 79.64	\$ -					\$ -			\$ -			
	Operator	0.00	0.00	\$ 79.75	\$ 105.42	\$ -					\$ -			\$ -			
	Laborer	0.00	0.00	\$ 61.41	\$ 79.64	\$ -					\$ -			\$ -			
						\$ -					\$ -			\$ -			
						\$ -					\$ -			\$ -			
						\$ -					\$ -			\$ -			
						\$ -					\$ -			\$ -			
						\$ -					\$ -			\$ -			
						\$ -					\$ -			\$ -			
						\$ -					\$ -			\$ -			
						\$ -					\$ -			\$ -			
						\$ -					\$ -			\$ -			
						\$ -					\$ -			\$ -			
						\$ -					\$ -			\$ -			
						\$ -					\$ -			\$ -			
						\$ -					\$ -			\$ -			
						\$ -					\$ -			\$ -			
						\$ -					\$ -			\$ -			
						\$ -					\$ -			\$ -			
						\$ -					\$ -			\$ -			
						\$ -					\$ -			\$ -			
		Labor Total:				\$ 143.50			Material Total:			\$ 2,895.00	Equipment Total:				\$ -
		Grand Total = \$ 3,039						10% OH&P = \$						3,342			

Statement of Work Accomplished: T&M - Assist private utility locating service on airside to identify any underground utilities with FM work area.

CERTIFICATION: I certify to the best of my knowledge and belief, that the equipment used on this work was of the proper size and that the account herein shown is an accurate statement of the labor, materials and equipment used on this day

Signed: Jameson Phillips 10/15/2019  
For Contractor Date

\_\_\_\_\_  
For Owner Date



WM. J. Keller and Sons Construction Corporation  
DAILY RECORD OF WORK AUTHORIZED, NOT INCLUDED IN CONTRACT

TICKET #8

Contract:		19-01 / 989-SF					Owner:		LeChase				Date:		10/18/2019 Friday		
Item No. or Description:		T&M - Prep for FM work on Monday															
Name	Labor Classification	LABOR Hours		Rates (\$)		Total	MATERIALS/SUBCONTRACTORS					EQUIPMENT					
		Reg.	O.T.	Reg.	O.T.		Material	Quant.	Cost	Tax	Total	Description	Hours	Rate	Total		
Joe H.	Foreman	2.00	0.00	\$ 82.09	\$ 108.92	\$ 164.18	none	0.00	\$0.00		\$ -	Peterilt 55TN Lowboy	2.00	\$75.00	\$ 150.00		
Mike S.	Teamster	2.00	0.00	\$ 61.58	\$ 79.04	\$ 123.16					\$ -				\$ -		
	Laborer	0.00	0.00	\$ 61.41	\$ 79.64	\$ -					\$ -				\$ -		
	Operator	0.00	0.00	\$ 79.75	\$ 105.42	\$ -					\$ -				\$ -		
	Laborer	0.00	0.00	\$ 61.41	\$ 79.64	\$ -					\$ -				\$ -		
						\$ -					\$ -				\$ -		
						\$ -					\$ -				\$ -		
						\$ -					\$ -				\$ -		
						\$ -					\$ -				\$ -		
						\$ -					\$ -				\$ -		
						\$ -					\$ -				\$ -		
						\$ -					\$ -				\$ -		
						\$ -					\$ -				\$ -		
						\$ -					\$ -				\$ -		
						\$ -					\$ -				\$ -		
						\$ -					\$ -				\$ -		
						\$ -					\$ -				\$ -		
						\$ -					\$ -				\$ -		
						\$ -					\$ -				\$ -		
						\$ -					\$ -				\$ -		
						\$ -					\$ -				\$ -		
		Labor Total:		\$ 287.34		Material Total:		\$ -		Equipment Total:		\$ 150.00					
		Grand Total =		\$ 437		10% OH&P =		\$		481							

Statement of Work Accomplished: T&M - Prep for forcemain work on Monday 10/21/19. Load road saw, prep F-450 dump body, mobilize Kubota KX-121 excavator to the site

CERTIFICATION: I certify to the best of my knowledge and belief, that the equipment used on this work was of the proper size and that the account herein shown is an accurate statement of the labor, materials and equipment used on this day

Signed: Jameson Phillips 10/18/2019  
For Contractor Date

\_\_\_\_\_  
For Owner Date

DAILY RECORD OF WORK AUTHORIZED, NOT INCLUDED IN CONTRACT

Contract:	19-01 / 989-SF					Owner:	LeChase				Date:	10/18/2019 Friday					
Item No. or Description:	T&M - Prep for FM work on Monday																
Name	Labor Classification	LABOR				Total	MATERIALS/SUBCONTRACTORS					EQUIPMENT					
		Hours		Rates (\$)			Material	Quant.	Cost	Tax	Total	Description	Hours	Rate	Total		
		Reg.	O.T.	Reg.	O.T.												
Joe H.	Foreman	2.00	0.00	\$ 82.09	\$ 108.92	\$ 164.18	none	0.00	\$0.00		\$ -	Peterilt 55TN Lowboy	2.00	\$75.00	\$ 150.00		
Mike S.	Teamster	2.00	0.00	\$ 61.58	\$ 79.04	\$ 123.16					\$ -				\$ -		
	Laborer	0.00	0.00	\$ 61.41	\$ 79.64	\$ -					\$ -				\$ -		
	Operator	0.00	0.00	\$ 79.75	\$ 105.42	\$ -					\$ -				\$ -		
	Laborer	0.00	0.00	\$ 61.41	\$ 79.64	\$ -					\$ -				\$ -		
						\$ -					\$ -				\$ -		
						\$ -					\$ -				\$ -		
						\$ -					\$ -				\$ -		
						\$ -					\$ -				\$ -		
						\$ -					\$ -				\$ -		
						\$ -					\$ -				\$ -		
						\$ -					\$ -				\$ -		
						\$ -					\$ -				\$ -		
						\$ -					\$ -				\$ -		
						\$ -					\$ -				\$ -		
						\$ -					\$ -				\$ -		
Labor Total:						\$ 287.34	Material Total:					\$ -	Equipment Total:				\$ 150.00
Grand Total =						\$ 437	10% OH&P =					\$	481				

Statement of Work Accomplished: T&M - Prep for forcemain work on Monday 10/21/19. Load road saw, prep F-450 dump body, mobilize Kubota KX-121 excavator to the site

CERTIFICATION: I certify to the best of my knowledge and belief, that the equipment used on this work was of the proper size and that the account herein shown is an accurate statement of the labor, materials and equipment used on this day

*John W. Crighton 10/29/19*  
*returning*  
*Inspector not notified*

Signed: Jameson Phillips 10/18/2019  
 For Contractor Date

Eqp Owner Date  
**ACKNOWLEDGEMENT OF TIME ONLY**  
*Jameson Phillips LeChase 10/21/19*



TICKET #9

LeCHASE CONSTRUCTION

No. 004602

ATTACH COPY OF MATERIAL TRANSFER TO THIS WORK ORDER  
DAILY TIME AND MATERIAL WORK ORDER

DATE 10/21/19 OWNER JOB NO. 9895F P.C. IB #4 PROJECT NO. ACAA Parking Garage

WORK BEING PERFORMED FOR 4" Formmain Line Revision P.C. COMPLETE \_\_\_\_\_ INCOMPLETE \_\_\_\_\_

COST CODE	CLASS	NAME	REGULAR HOURS	OVER TIME	RATE INCL. INS./ TAXES	DOLLAR AMOUNT	LCS & RENTAL EQUIPMENT WORKING TODAY <input type="checkbox"/> YES <input type="checkbox"/> NO				
							DELIVERY TICKET NO	TYPE OF EQUIPMENT	LCS/ VENDOR	HOURS WORKED	RATE
	11	EARY Mariszewski	8	1/2			Truck		8 hr 1/2 hr		
							TRUCK				
							SUBTOTAL EQUIPMENT				
							TAXES				
							TOTAL EQUIPMENT				
							SUBCONTRACTORS			E. W. O. #	
09	SHOP LABOR										
05	TEAMSTER										
TOTAL LABOR											

MATERIAL USED TODAY <input type="checkbox"/> YES <input type="checkbox"/> NO							LABOR CLASSIFICATION CODES			
DELIVERY TICKET NO	LCS YARD VENDOR NO	P.O. NO.	QTY.	DESCRIPTION	UNIT PRICE	DOLLAR AMOUNT	01 MASON	08 LABOR FORMAN	09 SHOP LABOR	10 SURVEYOR
							02 MASON FOREMAN	11 SUPERINTENDENT	12 ASST SUPERINTENDENT	13 PROJECT MANAGER
							03 CARPENTER			
							04 CARPENTER FOREMAN			
							05 TEAMSTER			
							06 ENGINEER			
							07 LABORER			

OTHER CHARGES	HOURS	RATE	DOLLARS
CARTAGE			
DUMPSTER			
TOTAL OTHER CHARGES			

SUB TOTAL MATERIAL	CUSTOMER
TAXES	JOB SUPT.
TOTAL MATERIAL	DATE
SUMMARY OF TODAY'S WORK PERFORMED UNDER THIS P.C.	
Supervision of Foremain work on Airside	
	FEE
	TOTAL

WM. J. Keller and Sons Construction Corporation  
DAILY RECORD OF WORK AUTHORIZED, NOT INCLUDED IN CONTRACT

Contract:		19-01 / 989-SF					Owner:		LeChase			Date:		10/21/2019 Monday			
Item No. or Description:		T&M - 4-inch forcemain airside															
Name	Labor Classification	LABOR				Total	MATERIALS/SUBCONTRACTORS					EQUIPMENT					
		Hours		Rates (\$)			Material	Quant.	Cost	Tax	Total	Description	Hours	Rate	Total		
		Reg.	O.T.	Reg.	O.T.												
Scott F.	Operator	8.00	2.50	\$ 79.75	\$ 105.42	\$ 901.55	none	0.00	\$0.00		\$ -	F-350 Utility Truck	10.50	\$29.00	\$ 304.50		
Gregg J.	Laborer	8.00	1.50	\$ 61.41	\$ 79.64	\$ 610.74					\$ -	F-550 Dump Truck	10.50	\$39.00	\$ 409.50		
Dan D.	Operator	8.00	1.50	\$ 79.75	\$ 105.42	\$ 796.13					\$ -	6tn trailer	10.50	\$20.00	\$ 210.00		
John A.	Laborer	8.00	1.50	\$ 61.41	\$ 79.64	\$ 610.74					\$ -	Kubota KX 121 Mini-Excavator	9.50	\$40.00	\$ 380.00		
Mike K.	Laborer	8.00	1.50	\$ 61.41	\$ 79.64	\$ 610.74					\$ -	Walk-behind saw & blade	2.00	\$30.00	\$ 60.00		
Joe H	Foreman	8.00	2.50	\$ 82.09	\$ 108.92	\$ 929.02					\$ -				\$ -		
						\$ -					\$ -	Admar rental 65 hp saw and blade	1.00	\$610.00	\$ 610.00		
						\$ -					\$ -				\$ -		
						\$ -					\$ -				\$ -		
						\$ -					\$ -				\$ -		
						\$ -					\$ -				\$ -		
						\$ -					\$ -				\$ -		
						\$ -					\$ -				\$ -		
						\$ -					\$ -				\$ -		
						\$ -					\$ -				\$ -		
						\$ -					\$ -				\$ -		
Labor Total:						\$ 4,458.92	Material Total:					\$ -	Equipment Total:				\$ 1,974.00
Grand Total =						\$ 6,433	10% OH&P =					\$	7,076				

Statement of Work Accomplished: T&M - Went thru LeChase orientation, cut asphalt in work area, dug to locate existing forcemain at bldg. Picked up pipe and fittings to install forcemain. Blacktop was thicker than expected, get larger saw.

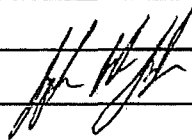
CERTIFICATION: I certify to the best of my knowledge and belief, that the equipment used on this work was of the proper size and that the account herein shown is an accurate statement of the labor, materials and equipment used on this day

Signed: Jameson Phillips 10/21/2019  
For Contractor Date For Owner Date

**WM. J. KELLER & SONS CONSTRUCTION CORP.  
 DAILY RECORD OF WORK AUTHORIZED, NOT INCLUDED IN CONTRACT**

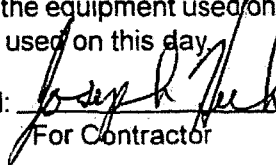
Contract **ALBANY Co. AIRPORT** Owner **LECHNER** Date **OCT. 21, 2019 MON**

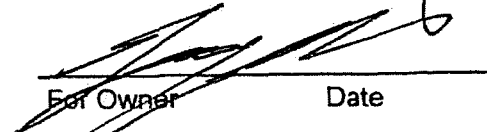
Item No. or Description **4" FORCE MAIN INSTALLATION**

LABOR				MATERIALS			EQUIPMENT				
Name	Labor Classification	Hours		Material	Quant.	Bare Cost	Trans. Taxes	Description	Hours	Rate	Cost
		Reg.	O.T.								
S. FONTAINE	OE	8	2.5					PICKUP TRK	10.5		
G. JACOBS	L	8	1.5					1 TON DUMP TRK	10.5		
D. DODGE	OE	8	1.5					6 TON TRAILER	10.5		
J. AUSTIN	L	8	1.5					KUBOTA KX16J EXCAVATOR	9.5		
M KOBLENSKY	L	8	1.5					BLACKTOP SAW/DIAMOND BLADE	2		
J. HAHN	F	8	2.5								
								FLOOR SAW 65 HP	2		
								DP MODEL CC 650-			
								XLS-36 w/ DIAMOND BLADE 36"			
								ADMAR RENTAL			
								 Creighton Manning 10/22/19			
				Total for Day			Total for Day				

STATEMENT OF WORK ACCOMPLISHED: **WENT THRU ORIENTATION - CUT BLACKTOP IN WORK AREA - DUG TO LOCATE EXISTING FORCE MAIN AT BUILDING. PICKED UP PIPE + FITTINGS TO INSTALL FORCE MAIN. BLACKTOP WAS THICKER THAN EXPECTED - GOT LARGER SAW TO CUT DEEPER**

CERTIFICATION: - I certify to the best of my knowledge and belief, that the equipment used on this work was of the proper size and that the account herein shown is an accurate statement of the labor, materials and equipment used on this day

Signed:  10-21-19  
 For Contractor Date

  
 For Owner Date



WM. J. Keller and Sons Construction Corporation  
DAILY RECORD OF WORK AUTHORIZED, NOT INCLUDED IN CONTRACT

Contract:		19-01 / 989-SF					Owner:		LeChase			Date:		10/22/2019 Tuesday			
Item No. or Description:		T&M - 4-inch forcemain airside															
Name	Labor Classification	LABOR Hours		Rates (\$)		Total	MATERIALS/SUBCONTRACTORS					EQUIPMENT					
		Reg.	O.T.	Reg.	O.T.		Material	Quant.	Cost	Tax	Total	Description	Hours	Rate	Total		
Scott F.	Operator	8.00	1.50	\$ 79.75	\$ 105.42	\$ 796.13	Quikrete 80 lb 3000#	6.00	\$5.39		\$ 32.34	F-350 Utility Truck	9.00	\$29.00	\$ 261.00		
Gregg J.	Laborer	0.00	0.00	\$ 61.41	\$ 79.64	\$ -					\$ -	F-550 Dump Truck	9.50	\$39.00	\$ 370.50		
Dan D.	Operator	8.00	0.50	\$ 79.75	\$ 105.42	\$ 690.71					\$ -	6tn trailer	8.00	\$20.00	\$ 160.00		
John A.	Laborer	8.00	0.50	\$ 61.41	\$ 79.64	\$ 531.10					\$ -	Kubota KX 121 Mini-Excavator	8.00	\$40.00	\$ 320.00		
Mike K.	Laborer	8.00	0.50	\$ 61.41	\$ 79.64	\$ 531.10					\$ -	Concrete Saw	1.00	\$10.00	\$ 10.00		
Joe H	Foreman	8.00	1.00	\$ 82.09	\$ 108.92	\$ 765.64					\$ -	Kubota RTV-900 (2-seat)	8.00	\$37.00	\$ 296.00		
						\$ -					\$ -	4' x 8' steel road plate	8.00	\$5.00	\$ 40.00		
						\$ -					\$ -	4' x 8' steel road plate	8.00	\$5.00	\$ 40.00		
						\$ -					\$ -	4' x 8' steel road plate	8.00	\$5.00	\$ 40.00		
						\$ -					\$ -	4' x 8' steel road plate	8.00	\$5.00	\$ 40.00		
						\$ -					\$ -	Admar rental 65 hp saw and blade	1.00	\$610.00	\$ 610.00		
						\$ -					\$ -				\$ -		
						\$ -					\$ -				\$ -		
						\$ -					\$ -				\$ -		
						\$ -					\$ -				\$ -		
Labor Total:						\$ 3,314.68	Material Total:					\$ 32.34	Equipment Total:				\$ 2,187.50
Grand Total =						\$ 5,535	10% OH&P =				\$	6,088					

Statement of Work Accomplished: T&M - Cut blacktop deeper (+/- 12"). Uncovered electrical conduit and cut into 4" cast iron pipe to determine if it was the one we are looking for, excavate under conduit and remove some of 4" cast iron in the way

CERTIFICATION: I certify to the best of my knowledge and belief, that the equipment used on this work was of the proper size and that the account herein shown is an accurate statement of the labor, materials and equipment used on this day

Signed: Jameson Phillips 10/22/2019  
For Contractor Date For Owner Date



**WM. J. KELLER & SONS CONSTRUCTION CORP.**  
**DAILY RECORD OF WORK AUTHORIZED, NOT INCLUDED IN CONTRACT**

Contract <b>ALBANY Co. AIRPORT</b>				Owner <b>LECHASE</b>			Date <b>OCT. 22, 2019 TUES</b>				
Item No. or Description <b>REGT BLACKTOP DEEPER WITH 36" SAW BLADE - INSTALL SEWER FORCE MAIN</b>											
LABOR				MATERIALS			EQUIPMENT				
Name	Labor Classification	Hours		Material	Quant.	Bare Cost	Trans. Taxes	Description	Hours	Rate	Cost
		Reg.	O.T.								
D. DODGE	OE.	8	.5	QUIXRETE CONCRETE MIX 80LR 3000# MIX	6			PICKUP TRK	9		
S. FONTAINE	OE.	8	1.5	GRIMM BUILDING #384787				1 TON DUMP TRK	9.5		
M. KOBLENSKY	L	8	.5					6 TON TRAILER	8		
J. AUSTIN	L	8	.5					KUBOTA KX121 EXCAVATOR	8		
G. JACOBS	L							FLOOR SAW 65 HP.			
J. HAHN	F	8	1					DP MODEL CC 1650 XLS 36 w/36" DIAMOND BLADE (ADMAR RENTAL)	3		
								4- 4'x8' ROAD PLATES	8 EA.		
								KUBOTA RTV 900 BUGGY	8		
								DEMO SAW 14"	1		
					Total for Day		Total for Day				

STATEMENT OF WORK ACCOMPLISHED: CUT BLACK TOP DEEPER (4'-12") + UNCOVERED ELECTRICAL CONDUITS + CUT INTO 4" CAST IRON PIPE TO DETERMINE IF IT WAS THE ONE WE ARE LOOKING FOR - IT IS; EXCAVATE UNDER CONDUIT AND REMOVE SOME OF THE 4" CAST IN THE WAY OF NEW PIPE INSTALLATION

CERTIFICATION: - I certify to the best of my knowledge and belief, that the equipment used on this work was of the proper size and that the account herein shown is an accurate statement of the labor, materials and equipment used on this day.

*W. J. Keller*  
 Inspected from 8am-3pm  
 10/24/19  
 Manning

Signed: *Joe Hahn* 10-22-19  
 For Contractor Date

*LeChase*  
 For Owner Date

LeCHASE CONSTRUCTION

No. 004604

ATTACH COPY OF MATERIAL TRANSFER TO THIS WORK ORDER  
DAILY TIME AND MATERIAL WORK ORDER

DATE Oct 23 2019 OWNER JOB NO 989 SF P.C. IB #4 PROJECT NO. AAA PARKING GARAGE

WORK BEING PERFORMED FOR 4" Foremain line Revision P.C. COMPLETE \_\_\_\_\_ INCOMPLETE \_\_\_\_\_

COST CODE	CLASS	NAME	REGULAR HOURS	OVER TIME	RATE INCL. INS./TAXES	DOLLAR AMOUNT	LCS & RENTAL EQUIPMENT WORKING TODAY <input type="checkbox"/> YES <input type="checkbox"/> NO					
							DELIVERY TICKET NO	TYPE OF EQUIPMENT	LCS/VENDOR	HOURS WORKED	RATE	DOLLAR AMOUNT
	11	GARY MALISZONSKI	8	2.5				Truck		10 1/2		
	09	SHOP LABOR										
	05	TEAMSTER										
		TOTAL LABOR										

MATERIAL USED TODAY <input type="checkbox"/> YES <input type="checkbox"/> NO						
DELIVERY TICKET NO	LCS YARD VENDOR NO.	P.O. NO.	QTY.	DESCRIPTION	UNIT PRICE	DOLLAR AMOUNT

LABOR CLASSIFICATION CODES			
01 MASON	08 LABOR FORMAN		
02 MASON FOREMAN	09 SHOP LABOR		
03 CARPENTER	10 SURVEYOR		
04 CARPENTER FOREMAN	11 SUPERINTENDENT		
05 TEAMSTER	12 ASST. SUPERINTENDENT		
06 ENGINEER	13 PROJECT MANAGER		
07 LABORER			
OTHER CHARGES	HOURS	RATE	DOLLARS
CARTAGE			
DUMPSTER			
TOTAL OTHER CHARGES			

SUB TOTAL MATERIAL  
TAXES  
TOTAL MATERIAL

SUMMARY OF TODAY'S WORK PERFORMED UNDER THIS P.C.  
Supervision of Foremain Work on Airside  
10/24

CUSTOMER \_\_\_\_\_  
JOB SUPT. [Signature]  
DATE \_\_\_\_\_  
L \_\_\_\_\_  
M \_\_\_\_\_  
E \_\_\_\_\_  
FEE \_\_\_\_\_  
TOTAL \_\_\_\_\_

WM. J. Keller and Sons Construction Corporation  
DAILY RECORD OF WORK AUTHORIZED, NOT INCLUDED IN CONTRACT

Contract:		19-01 / 989-SF					Owner:		LeChase				Date:		10/23/2019 Wednesday		
Item No. or Description:		T&M - 4-inch forcemain airside															
Name	Labor Classification	Hours		Rates (\$)		Total	MATERIALS/SUBCONTRACTORS					EQUIPMENT					
		Reg.	O.T.	Reg.	O.T.		Material	Quant.	Cost	Tax	Total	Description	Hours	Rate	Total		
Scott F.	Operator	8.00	4.00	\$ 79.75	\$ 105.42	\$ 1,059.68	4" PVC DR-21 (20' ea)	60.00	\$2.78		\$ 166.80	F-350 Utility Truck	10.50	\$29.00	\$ 304.50		
Gregg J.	Laborer	0.00	0.00	\$ 61.41	\$ 79.64	\$ -	4" MJ 22-1/2 deg bend	3.00	\$39.25		\$ 117.75	F-550 Dump Truck	12.00	\$39.00	\$ 468.00		
Dan D.	Operator	8.00	2.50	\$ 79.75	\$ 105.42	\$ 901.55	4" MJ 45 deg bend	3.00	\$40.75		\$ 122.25	6tn trailer	4.00	\$20.00	\$ 80.00		
John A.	Laborer	8.00	2.50	\$ 61.41	\$ 79.64	\$ 690.38	4" megalug	10.00	\$38.00		\$ 380.00	Kubota KX 121 Mini-Excavator	10.50	\$40.00	\$ 420.00		
Mike K.	Laborer	8.00	2.50	\$ 61.41	\$ 79.64	\$ 690.38	4" gasket and bolt kit	10.00	\$15.50		\$ 155.00	Concrete Saw	0.50	\$10.00	\$ 5.00		
Joe H	Foreman	8.00	3.50	\$ 82.09	\$ 108.92	\$ 1,037.94	4" MJ x IPS pvc transition gasket	10.00	\$9.50		\$ 95.00	Kubota RTV-900 (2-seat)	10.50	\$37.00	\$ 388.50		
						\$ -	4" x 2" MJ Tap cap	2.00	\$39.88		\$ 79.76	4' x 8' steel road plate	12.00	\$5.00	\$ 60.00		
						\$ -	2" x 3/4" bushing	2.00	\$15.32		\$ 30.64	4' x 8' steel road plate	12.00	\$5.00	\$ 60.00		
						\$ -	3/4" corp	2.00	\$51.73		\$ 103.46	4' x 8' steel road plate	12.00	\$5.00	\$ 60.00		
						\$ -	Select gravel	8.00	\$13.00		\$ 104.00	4' x 8' steel road plate	12.00	\$5.00	\$ 60.00		
						\$ -	Crusher run	12.00	\$22.00		\$ 264.00	4' x 8' steel road plate	12.00	\$5.00	\$ 60.00		
						\$ -	Geotextile fabric	200.00	\$0.08		\$ 16.00	4' x 8' steel road plate	12.00	\$5.00	\$ 60.00		
						\$ -					\$ -	4' x 8' steel road plate	12.00	\$5.00	\$ 60.00		
						\$ -					\$ -	Jumping jack compactor	4.00	\$10.00	\$ 40.00		
						\$ -					\$ -				\$ -		
<b>Labor Total:</b>						<b>\$ 4,379.93</b>	<b>Material Total:</b>					<b>\$ 1,634.66</b>	<b>Equipment Total:</b>				<b>\$ 2,126.00</b>
<b>Grand Total =</b>						<b>\$ 8,141</b>	<b>10% OH&amp;P =</b>					<b>\$</b>	<b>8,955</b>				

Statement of Work Accomplished: T&M - Install 4" SDR-21 PVC pipe and fittings in excavation with test caps on ends to get from building to pump station. Poured concrete thrust blocks with bag mix, backfill with select fill, install geotextile and crusher run subbase

CERTIFICATION: I certify to the best of my knowledge and belief, that the equipment used on this work was of the proper size and that the account herein shown is an accurate statement of the labor, materials and equipment used on this day

Signed: Jameson Phillips 10/23/2019  
For Contractor Date

\_\_\_\_\_  
For Owner Date



**WM. J. KELLER & SONS CONSTRUCTION CORP.  
DAILY RECORD OF WORK AUTHORIZED, NOT INCLUDED IN CONTRACT**

Contract <b>ALBANY CO. AIRPORT</b>			Owner <b>LECHASE</b>			Date <b>OCT. 23, 2019 WED.</b>					
Item No. or Description <b>INSTALL 4" SEWER FORCE MAIN</b>											
LABOR				MATERIALS			EQUIPMENT				
Name	Labor Classification	Hours		Material	Quant.	Bare Cost	Trans. Taxes	Description	Hours	Rate	Cost
		Reg.	O.T.								
P. DODGE	OE	8	25					Pickup TRK	10.5		
S. FONTAINE	OE	8	4	4" PVC SDR21 PVC PIPE 20ft	3			1 TOW DUMP TRK	12		
M. KOZLENSKY	L	8	25	MJ 22" C153IMP 4"	3			6 TON TRAILER	4		
J. AUSTIN	L	8	25	4" MJ 450 C153IMP	3			KUBOTA KY121 EXCAV.	10.5		
G. JACOBS	L			4" EBAA MEGALUG C900XIPS 2004 PV	10			KUBOTA RTV 900 BUGGY	10.5		
J. HALL	F	8	35	4" MJ GASKET + BLUE GASKET KIT	10			7 4'x8' ROAD PLATES	12		
				4" MJ XIPS PVC TRANS GASKET	10			DIEMO SAW 14"	.5		
				4" MJ MJ TAPT CAP C153IMP	2			JUMPING JACK COMPACTOR	4		
				2'x3/4" BRASS BUSHING NL	2						
				F10030NL 3/4" COP	2						
				SELECT GRAVEL	8 YD						
				ITEM 304.12 (CRUSHER RUN)	12 YD						
				WOVEN GEOTEXTILE FABRIC	200 SAPL						
Total for Day								Total for Day			

STATEMENT OF WORK ACCOMPLISHED: **INSTALLED 4" SDR21 PVC PIPE & FITTINGS IN EXCAVATION WITH TEST CAPS ON ENDS TO GET FROM BUILDING TO PUMP STATION - POURED CONCRETE TRUSS BLOCKS - BACKFILL WITH SELECT GRAVEL TO 1FT. BELOW BLACK PP-INSTALL FABRIC - THEN 12" ITEM 304.12**

CERTIFICATION: - I certify to the best of my knowledge and belief, that the equipment used on this work was of the proper size and that the account herein shown is an accurate statement of the labor, materials and equipment used on this day.

*[Signature]*  
Craighton  
Manning  
8am - 3pm  
10/24/19

Signed: *[Signature]* 10-23-19  
For Contractor Date

*[Signature]*  
For Owner Date

TICKET #12


### LeCHASE CONSTRUCTION

No. **004605**

ATTACH COPY OF MATERIAL TRANSFER TO THIS WORK ORDER  
DAILY TIME AND MATERIAL WORK ORDER

DATE Oct 24 2019 OWNER JOB NO. 989 SF P.C. IB\*4 PROJECT NO. ACAR Parking Garage

WORK BEING PERFORMED FOR 4" Foremain line Revision P.C. COMPLETE  INCOMPLETE

COST CODE	CLASS	NAME	REGULAR HOURS	OVER TIME	RATE INCL. INS./ TAXES	DOLLAR AMOUNT	LCS & RENTAL EQUIPMENT WORKING TODAY <input type="checkbox"/> YES <input type="checkbox"/> NO					
							DELIVERY TICKET NO	TYPE OF EQUIPMENT	LCS/ VENDOR	HOURS WORKED	RATE	DOLLAR AMOUNT
	11	GARY MALISEVSKI	8	1				TRUCK			9 hrs	
								TRUCK				
								SUBTOTAL EQUIPMENT				
								TAXES				
								TOTAL EQUIPMENT				
								SUBCONTRACTORS		E. W. O. #		
	09	SHOP LABOR										
	05	TEAMSTER										
	TOTAL LABOR											
MATERIAL USED TODAY <input type="checkbox"/> YES <input type="checkbox"/> NO							LABOR CLASSIFICATION CODES					
DELIVERY TICKET NO	LCS YARD VENDOR NO.	P.O. NO.	QTY.	DESCRIPTION	UNIT PRICE	DOLLAR AMOUNT	01 MASON		08 LABOR FOREMAN			
							02 MASON FOREMAN		09 SHOP LABOR			
							03 CARPENTER		10 SURVEYOR			
							04 CARPENTER FOREMAN		11 SUPERINTENDENT			
							05 TEAMSTER		12 ASST SUPERINTENDENT			
							06 ENGINEER		13 PROJECT MANAGER			
							07 LABORER					
							OTHER CHARGES	HOURS	RATE	DOLLARS		
							CARTAGE					
							DUMPSTER					
							TOTAL OTHER CHARGES					
SUB TOTAL MATERIAL							CUSTOMER					
TAXES							JOB SUPT.					
TOTAL MATERIAL							DATE					
SUMMARY OF TODAY'S WORK PERFORMED UNDER THIS P.C. <u>SUPERVISION OF FOREMAIN WORK ON N/SIDE</u> <u>APK/cmk on 10/24</u>							L					
							M					
							E					
							FEE					
							TOTAL					

WM. J. Keller and Sons Construction Corporation  
DAILY RECORD OF WORK AUTHORIZED, NOT INCLUDED IN CONTRACT

Contract:		19-01 / 989-SF					Owner:		LeChase			Date:		10/24/2019 Thursday			
Item No. or Description:		T&M - 4-inch forcemain airside															
Name	Labor Classification	LABOR				Total	MATERIALS/SUBCONTRACTORS					EQUIPMENT					
		Hours		Rates (\$)			Material	Quant.	Cost	Tax	Total	Description	Hours	Rate	Total		
		Reg.	O.T.	Reg.	O.T.												
Scott F.	Operator	8.00	2.50	\$ 79.75	\$ 105.42	\$ 901.55	CI/PVCXCI/PVC Coupling	4.00	\$9.43		\$ 37.72	F-350 Utility Truck	11.50	\$29.00	\$ 333.50		
Gregg J.	Laborer	0.00	0.00	\$ 61.41	\$ 79.64	\$ -	Fast plug	1.00	\$65.00		\$ 65.00	F-550 Dump Truck	11.50	\$39.00	\$ 448.50		
Dan D.	Operator	8.00	1.50	\$ 79.75	\$ 105.42	\$ 796.13	Hymax coupling	2.00	\$336.32		\$ 672.64	6tn trailer	8.00	\$20.00	\$ 160.00		
John A.	Laborer	8.00	1.50	\$ 61.41	\$ 79.64	\$ 610.74	Select fill	8.00	\$13.00		\$ 104.00	Kubota KX 121 Mini-Excavator	9.50	\$40.00	\$ 380.00		
Mike K.	Laborer	8.00	1.50	\$ 61.41	\$ 79.64	\$ 610.74	Crusher run	8.00	\$22.00		\$ 176.00	Core machine	2.00	\$42.00	\$ 84.00		
Joe H	Foreman	8.00	2.50	\$ 82.09	\$ 108.92	\$ 929.02					\$ -	Kubota RTV-900 (2-seat)	9.50	\$37.00	\$ 351.50		
						\$ -					\$ -	4' x 8' steel road plate	56.00	\$5.00	\$ 280.00		
						\$ -					\$ -	Jumping jack compactor	3.00	\$10.00	\$ 30.00		
						\$ -					\$ -	Test pump	2.50	\$52.00	\$ 130.00		
						\$ -					\$ -	7000w generator	2.00	\$23.00	\$ 46.00		
						\$ -					\$ -	Rental compressor / 90lb hammer	1.00	\$280.00	\$ 280.00		
						\$ -					\$ -				\$ -		
						\$ -					\$ -				\$ -		
						\$ -					\$ -				\$ -		
						\$ -					\$ -				\$ -		
Labor Total:						\$ 3,848.18	Material Total:					\$ 1,055.36	Equipment Total:				\$ 2,523.50
Grand Total = \$ 7,427      10% OH&P = \$ 8,170																	

Statement of Work Accomplished: T&M - Set-up core drill machine, drill 6" hole in pump station to install 4" forcemain. Purged air out of line and pressure test, pick up parts to connect forcemain to cast iron pipe from building and seal it into pump station. Pass test, connect forcemain to cast iron and pump station. start to backfill

CERTIFICATION: I certify to the best of my knowledge and belief, that the equipment used on this work was of the proper size and that the account herein shown is an accurate statement of the labor, materials and equipment used on this day

Signed: Jameson Phillips      10/24/2019  
For Contractor      Date

\_\_\_\_\_  
For Owner      Date



**WM. J. KELLER & SONS CONSTRUCTION CORP.**  
**DAILY RECORD OF WORK AUTHORIZED, NOT INCLUDED IN CONTRACT**

Contract <b>ALBANY AIRPORT</b>			Owner <b>LECHASE</b>			Date <b>OCT. 24, 2019 TILURS</b>					
Item No. or Description <b>INSTALL 4" SEWER FORCE MAIN</b>											
LABOR				MATERIALS			EQUIPMENT				
Name	Labor Classification	Hours		Material	Quant.	Bare Cost	Trans. Taxes	Description	Hours	Rate	Cost
		Reg.	O.T.								
D. DODGE	OE	8	1.5	CORE & MAIN <sup>TH</sup> 425575				PICKUP TRK	10.5		
S. FONTAINE	OE	8	2.5	C/PUCXC/PUCCEG	4			1 TON DUMP TRK	11.5		
M. KOBUENSKY	L	8	1.5	1056-333				6 TON TRAILER	8		
J. AUSTIN	L	8	1.5	FAST PLUG - PAIL	5			KUBOTA KX121 EXCAV.	9.5		
G. JACOBS	L			860-56-0108-16C 4 HYMAX CPLG				KUBOTA RTV GOOD BUGGY	9.5		
J. HAHN	F	8	2.5	4025-500LR 4.92- 5.63	2			7- 4'x8' ROAD PLATES	8		
								CORE MACHINE	2		
				SELECT GRAVEL	8 yd.			7000 WATT GEN.	2		
								WATER MAIN TEST PUMP	2.5		
				ITEM 304.12 CRUSHER RUN	8 yd.			PODSAN 185 CFM AIR COMP. + 3/4" x 50' AIR HOSE (PRATT RENT)	4		
								90# JACK HAMMER JUMPING JACK TAMPER	3		
Total for Day									Total for Day		

**STATEMENT OF WORK ACCOMPLISHED:** SET UP CORE DRILL + DRILLED 6" HOLE IN PUMP STATION TO INSTALL 4" FORCE MAIN PURGED AIR OUT OF FORCE MAIN AND PRESSURE TESTED IT. PICKED UP PARTS TO CONNECT FORCE MAIN TO CAST IRON PIPE FROM BUILDING + SEAL IT INTO THE PUMP STATION - PASS TEST - CONNECT FORCE MAIN TO CAST IRON + TO PUMP STATION - BACK FILL

**CERTIFICATION:** - I certify to the best of my knowledge and belief, that the equipment used on this work was of the proper size and that the account herein shown is an accurate statement of the labor, materials and equipment used on this day.

*Handwritten signature and notes:*  
 10/24/19  
 3:40 on site 8am-4:50pm

Signed: *Handwritten signature* 10-24-19  
 For Contractor Date

*Handwritten signature*  
 For Owner Date

TICKET #13

LeCHASE CONSTRUCTION

No.004606

ATTACH COPY OF MATERIAL TRANSFER TO THIS WORK ORDER  
DAILY TIME AND MATERIAL WORK ORDER

DATE Oct 25 2019 OWNER JOB NO. 9895F P.C. IB\*4 PROJECT NO. ACAA PARKING GARAGE

WORK BEING PERFORMED FOR \_\_\_\_\_ P.C. COMPLETE \_\_\_\_\_ INCOMPLETE \_\_\_\_\_

COST CODE	CLASS	NAME	REGULAR HOURS	OVER TIME	RATE INCL. INS./ TAXES	DOLLAR AMOUNT	LCS & RENTAL EQUIPMENT WORKING TODAY <input type="checkbox"/> YES <input type="checkbox"/> NO						
							DELIVERY TICKET NO	TYPE OF EQUIPMENT	LCS/ VENDOR	HOURS WORKED	RATE	DOLLAR AMOUNT	
	11	GARY MALISZANSKI	5.5					Truck			5.5		
								TRUCK					
							SUBTOTAL EQUIPMENT						
							TAXES						
							TOTAL EQUIPMENT						
							SUBCONTRACTORS				E. W. O. #		
	09	SHOP LABOR											
	05	TEAMSTER											
TOTAL LABOR													
MATERIAL USED TODAY <input type="checkbox"/> YES <input type="checkbox"/> NO							LABOR CLASSIFICATION CODES						
DELIVERY TICKET NO	LCS YARD VENDOR NO.	P.O. NO.	QTY.	DESCRIPTION	UNIT PRICE	DOLLAR AMOUNT	01 MASON	08 LABOR FORMAN	09 SHOP LABOR	10 SURVEYOR	11 SUPERINTENDENT	12 ASST. SUPERINTENDENT	13 PROJECT MANAGER
							02 MASON FOREMAN	03 CARPENTER	04 CARPENTER FOREMAN	05 TEAMSTER	06 ENGINEER	07 LABORER	
							OTHER CHARGES	HOURS	RATE	DOLLARS			
				<i>Wsgy 10/25/19</i>			CARTAGE						
							DUMPSTER						
							TOTAL OTHER CHARGES						
SUB TOTAL MATERIAL							CUSTOMER						
TAXES							JOB SUPT. <i>[Signature]</i>						
TOTAL MATERIAL							DATE						
SUMMARY OF TODAY'S WORK PERFORMED UNDER THIS P.C.							L						
<u>Supervision of Forcmain Work on Aeside</u>							M						
							E						
							FEE						
							TOTAL						

WM. J. Keller and Sons Construction Corporation  
DAILY RECORD OF WORK AUTHORIZED, NOT INCLUDED IN CONTRACT

Contract:		19-01 / 989-SF					Owner:		LeChase			Date:		10/25/2019 Friday		
Item No. or Description:		T&M - 4-inch forcemain airside														
Name	Labor Classification	LABOR Hours		Rates (\$)		Total	MATERIALS/SUBCONTRACTORS					EQUIPMENT				
		Reg.	O.T.	Reg.	O.T.		Material	Quant.	Cost	Tax	Total	Description	Hours	Rate	Total	
Scott F.	Operator	6.50	0.00	\$ 79.75	\$ 105.42	\$ 518.38	Pea stone	2.00	\$23.00		\$ 46.00	F-350 Utility Truck	5.50	\$29.00	\$ 159.50	
Gregg J.	Laborer	0.00	0.00	\$ 61.41	\$ 79.64	\$ -	Select fill	4.00	\$13.00		\$ 52.00	F-550 Dump Truck	5.50	\$39.00	\$ 214.50	
Dan D.	Operator	5.50	0.00	\$ 79.75	\$ 105.42	\$ 438.63	Crusher run	4.00	\$22.00		\$ 88.00	6tn trailer	4.00	\$20.00	\$ 80.00	
John A.	Laborer	3.50	0.00	\$ 61.41	\$ 79.64	\$ 214.94					\$ -	Kubota KX 121 Mini-Excavator	5.50	\$40.00	\$ 220.00	
Mike K.	Laborer	5.50	0.00	\$ 61.41	\$ 79.64	\$ 337.76					\$ -	Jumping jack compactor	1.50	\$10.00	\$ 15.00	
Joe H	Foreman	6.50	0.00	\$ 82.09	\$ 108.92	\$ 533.59					\$ -	Kubota RTV-900 (2-seat)	5.50	\$37.00	\$ 203.50	
						\$ -					\$ -	4' x 8' steel road plate	56.00	\$5.00	\$ 280.00	
						\$ -					\$ -	Vac Truck	3.00	\$295.00	\$ 885.00	
						\$ -					\$ -				\$ -	
						\$ -					\$ -				\$ -	
						\$ -					\$ -				\$ -	
						\$ -					\$ -				\$ -	
						\$ -					\$ -				\$ -	
						\$ -					\$ -				\$ -	
						\$ -					\$ -				\$ -	
Labor Total:						\$ 2,043.28	Material Total:					\$ 186.00	Equipment Total:			\$ 2,057.50
Grand Total =						\$ 4,287	10% OH&P =			\$	4,715					

Statement of Work Accomplished: T&M - Uncover discharge line (2") from pump station with Vac-truck. 2" line continues out toward air field. Instructed to backfill. Backfill with select fill, crusher run. Load out coring machine, load out road plates to be unloaded.

CERTIFICATION: I certify to the best of my knowledge and belief, that the equipment used on this work was of the proper size and that the account herein shown is an accurate statement of the labor, materials and equipment used on this day

Signed: Jameson Phillips 10/25/2019  
For Contractor Date

\_\_\_\_\_  
For Owner Date



**WM. J. KELLER & SONS CONSTRUCTION CORP.  
DAILY RECORD OF WORK AUTHORIZED, NOT INCLUDED IN CONTRACT**

Contract <b>ALBANY Co AIRPORT</b>				Owner <b>LECHASE</b>				Date <b>OCT. 25, 2019 FRI.</b>			
Item No. or Description <b>4" FORCE MAIN INSTALLATION</b>											
LABOR				MATERIALS				EQUIPMENT			
Name	Labor Classification	Hours		Material	Quant.	Bare Cost	Trans. Taxes	Description	Hours	Rate	Cost
		Reg.	O.T.								
<b>P. DODGE</b>	<b>OE</b>	<b>5.5</b>		<b>PEA STONE</b>	<b>2 YD</b>			<b>PICKUP TRUCK</b>	<b>5.5</b>		
<b>S. FONTAINE</b>	<b>OE</b>	<b>5.5</b>		<b>SELECT GRAVEL</b>	<b>4 YD</b>			<b>1 TON DUMP TRUCK</b>	<b>5.5</b>		
<b>A. KOZLEWSKY</b>	<b>L</b>	<b>6.5</b>		<b>CRUSHER RUN</b>	<b>4 YD</b>			<b>VACUUM TRUCK</b>	<b>3</b>		
<b>J. AUSTIN</b>	<b>L</b>	<b>3.5</b>						<b>KUBOTA KX121 EXCAVATOR</b>	<b>5.5</b>		
<b>S. HAHN</b>	<b>F</b>	<b>6.5</b>						<b>KUBOTA RTV900 BUGGY</b>	<b>5.5</b>		
<b>M. KOZLEWSKY</b>		<b>5.5</b>						<b>7- 4'x8' ROAD PLATES</b>	<b>8 EA.</b>		
								<b>JUMPING JACK TAMPER</b>	<b>1.5</b>		
								<del><b>TRUSSAN 18000 AIR COMP</b></del>	<del><b>4</b></del>		
								<del><b>3- 3/4" x 50' HOSE</b></del>	<del><b>4</b></del>		
								<del><b>7- 4'x8' ROAD PLATES</b></del>	<del><b>8 EA.</b></del>		
								<b>6 TON TRAILER</b>	<b>4</b>		
<b>JRW</b>											
Total for Day						Total for Day					

STATEMENT OF WORK ACCOMPLISHED: UN COVER DISCHARGE LINE (2") FROM PUMP STATION WITH VACTRUCK - 2" LINE CONTINUES OUT TOWARD AIRFIELD. TOLD TO BACK FILL. BACK FILED & COMPACTED WITH GRAVEL & THEN CRUSHER RUN. LOAD OUT CORING MACHINE - LOAD OUT ROAD PLATES - TO BE UNLOADED

CERTIFICATION: - I certify to the best of my knowledge and belief, that the equipment used on this work was of the proper size and that the account herein shown is an accurate statement of the labor, materials and equipment used on this day.

Signed: Joseph Hahn 10-25-19  
For Contractor Date

[Signature]  
For Owner Date

WM. J. Keller and Sons Construction Corporation  
DAILY RECORD OF WORK AUTHORIZED, NOT INCLUDED IN CONTRACT

**TICKET #14**

Contract:		19-01 / 989-SF					Owner:		LeChase			Date:		10/28/2019 Monday			
Item No. or Description:		T&M - 4-inch forcemain airside															
Name	Labor Classification	LABOR Hours		Rates (\$)		Total	MATERIALS/SUBCONTRACTORS					EQUIPMENT					
		Reg.	O.T.	Reg.	O.T.		Material	Quant.	Cost	Tax	Total	Description	Hours	Rate	Total		
Scott F.	Operator	8.00	3.50	\$ 79.75	\$ 105.42	\$ 1,006.97	Base	2.00	\$62.00		\$ 124.00	F-350 Utility Truck	11.00	\$29.00	\$ 319.00		
Gregg J.	Laborer	0.00	0.00	\$ 61.41	\$ 79.64	\$ -	Binder	4.00	\$66.00		\$ 264.00	Int. Dump Truck	11.50	\$39.00	\$ 448.50		
Dan D.	Operator	8.00	2.50	\$ 79.75	\$ 105.42	\$ 901.55	Top	4.00	\$72.00		\$ 288.00	6tn trailer	8.00	\$20.00	\$ 160.00		
John A.	Laborer	8.00	2.50	\$ 61.41	\$ 79.64	\$ 690.38	Tack coat	1.00	\$30.00		\$ 30.00	Kubota KX 121 Mini-Excavator	10.00	\$40.00	\$ 400.00		
Mike K.	Laborer	8.00	2.50	\$ 61.41	\$ 79.64	\$ 690.38					\$ -	Double Drum Asphalt Roller	1.00	\$35.00	\$ 35.00		
Joe H	Foreman	8.00	3.00	\$ 82.09	\$ 108.92	\$ 983.48					\$ -	Kubota RTV-900 (2-seat)	10.00	\$37.00	\$ 370.00		
						\$ -					\$ -	Reversible Plate Tamper	4.00	\$20.00	\$ 80.00		
						\$ -					\$ -				\$ -		
						\$ -					\$ -				\$ -		
						\$ -					\$ -				\$ -		
						\$ -					\$ -				\$ -		
						\$ -					\$ -				\$ -		
						\$ -					\$ -				\$ -		
						\$ -					\$ -				\$ -		
						\$ -					\$ -				\$ -		
Labor Total:						\$ 4,272.76	Material Total:					\$ 706.00	Equipment Total:				\$ 1,812.50
Grand Total = \$ 6,791      10% OH&P = \$ 7,470																	

Statement of Work Accomplished: Excavate +/- 10" of crusher run for base, binder and top. Place and compact 2-3" lifts of base course, 2-1/2" of binder course and 1-1/2" of top course.

CERTIFICATION: I certify to the best of my knowledge and belief, that the equipment used on this work was of the proper size and that the account herein shown is an accurate statement of the labor, materials and equipment used on this day

Signed: Jameson Phillips      10/28/2019  
For Contractor      Date

\_\_\_\_\_  
For Owner      Date



**WM. J. KELLER & SONS CONSTRUCTION CORP.**  
**DAILY RECORD OF WORK AUTHORIZED, NOT INCLUDED IN CONTRACT**

Contract ALBANY Co. AIR PORT Owner LECHASE Date OCT. 28, 2019 MON

Item No. or Description RESTORE BLACKTOP AT SOUTH WEST TERMINAL

LABOR			MATERIALS				EQUIPMENT				
Name	Labor Classification	Hours		Material	Quant.	Bare Cost	Trans. Taxes	Description	Hours	Rate	Cost
		Reg.	O.T.								
D. DODGE	OE	8	2.5	HEM# 462377903	17.90 TONS			PRKUP TRK	11		
S. FONTAINE	OE	8	3.5	ASPHALT BINDER	5.99 TONS			KUBOTA KX121 EXCAVATOR	10		
J. ALSTIN	L	8	2.5					KUBOTA RTV1600 BUCKY	10		
M. KOBLENSKY SR.	L	8	2.5	ASPHALT TOP	4.99 TONS			1 TON BOMAG ROLLER	1		
J. HAHN	F	8	3	12.5MM				BOMAG BUP 18/45 PLATE TAMPER	4		
								6 TON TRAILER	8		
								TRUCK #60 6 WHEEL INTERNATIONAL			
								Dump TRK.	11.5		
				TACK COAT	1 GAL.						
Total for Day											
					Total for Day						

STATEMENT OF WORK ACCOMPLISHED: EXCAVATE +/- 10" OF CRUSHER RUN FOR BASE (6"), BINDER (2 1/2") AND TOP (1 1/2")  
PLACE & COMPACT 2-3" LIFTS OF BASE, 2 1/2" OF BINDER AND 1 1/2" OF TOP

CERTIFICATION: - I certify to the best of my knowledge and belief, that the equipment used on this work was of the proper size and that the account herein shown is an accurate statement of the labor, materials and equipment used on this day.

*[Signature]*  
 10/29/19  
 Craigton  
 Mknang  
 730-5pm

Signed: *[Signature]* 10-28-19  
 For Contractor Date

*[Signature]*  
 For Owner Date

LeCHASE CONSTRUCTION

No. 004608

ATTACH COPY OF MATERIAL TRANSFER TO THIS WORK ORDER  
DAILY TIME AND MATERIAL WORK ORDER

DATE 9/18-10/3/19 OWNER JOB NO Albany Airport P.C. 989 SF IB#4 PROJECT NO. 1934002

WORK BEING PERFORMED FOR Forcemain Work in Admin lot P.C. COMPLETE  INCOMPLETE

COST CODE	CLASS	NAME	REGULAR HOURS	OVER TIME	RATE INCL. INS./TAXES	DOLLAR AMOUNT	LCS & RENTAL EQUIPMENT WORKING TODAY <input type="checkbox"/> YES <input type="checkbox"/> NO				
							DELIVERY TICKET NO	TYPE OF EQUIPMENT	LCS/VENDOR	HOURS WORKED	RATE
9/18	11	GARY MALISZANSKI	8 hr	2							
9/19	11	GARY MALISZANSKI	8 hr	2							
9/20	11	GARY MALISZANSKI	4.5								
9/20	11	GARY MALISZANSKI	2								
10/3	11	GARY MALISZANSKI	1								
							TRUCK				
							SUBTOTAL EQUIPMENT				
							TAXES				
							TOTAL EQUIPMENT				
							SUBCONTRACTORS			E. W. O. #	
09	SHOP LABOR										
05	TEAMSTER										
TOTAL LABOR											

MATERIAL USED TODAY <input type="checkbox"/> YES <input type="checkbox"/> NO							LABOR CLASSIFICATION CODES												
DELIVERY TICKET NO	LCS YARD VENDOR NO.	P.O. NO.	QTY.	DESCRIPTION	UNIT PRICE	DOLLAR AMOUNT	01 MASON	02 MASON FOREMAN	03 CARPENTER	04 CARPENTER FOREMAN	05 TEAMSTER	06 ENGINEER	07 LABORER	08 LABOR FORMAN	09 SHOP LABOR	10 SURVEYOR	11 SUPERINTENDENT	12 ASST SUPERINTENDENT	13 PROJECT MANAGER
							OTHER CHARGES	HOURS	RATE	DOLLARS									
							CARTAGE												
							DUMPSTER												
							TOTAL OTHER CHARGES												
SUB TOTAL MATERIAL											CUSTOMER								
TAXES											JOB SUPT. <i>[Signature]</i>								
TOTAL MATERIAL											DATE <u>10/2/19</u>								
SUMMARY OF TODAY'S WORK PERFORMED UNDER THIS P.C.											M <u>[Signature]</u>								
Supervision of Forcemain Work Admin lot											E <u>[Signature]</u>								
<i>[Signature]</i> Creighton Manning 10/2/19											FEE								
											TOTAL								





WM. J. Keller and Sons Construction Corporation  
DAILY RECORD OF WORK AUTHORIZED, NOT INCLUDED IN CONTRACT

Contract:		19-01 / 989-SF					Owner:		LeChase			Date:		11/14/2019 Thursday			
Item No. or Description:		T&M - Forcemain work inside bldg. 117															
Name	Labor Classification	LABOR				Total	MATERIALS/SUBCONTRACTORS					Total	EQUIPMENT				
		Hours		Rates (\$)			Material	Quant.	Cost	Tax	Description		Hours	Rate	Total		
		Reg.	O.T.	Reg.	O.T.												
Ron Caunter	Foreman	3.50	0.00	\$ 82.09	\$ 108.92	\$ 287.32	4" hymax	2.00	\$209.00		\$ 418.00	F-350 Utility Truck	3.50	\$29.00	\$ 101.50		
Jim M.	Laborer	3.50	0.00	\$ 61.41	\$ 79.64	\$ 214.94	4" MJ gaskets with bolt kit	4.00	\$16.15		\$ 64.60				\$ -		
Mike D.	Laborer	3.50	0.00	\$ 61.41	\$ 79.64	\$ 214.94					\$ -				\$ -		
						\$ -					\$ -				\$ -		
						\$ -					\$ -				\$ -		
						\$ -					\$ -				\$ -		
						\$ -					\$ -				\$ -		
						\$ -					\$ -				\$ -		
						\$ -					\$ -				\$ -		
						\$ -					\$ -				\$ -		
						\$ -					\$ -				\$ -		
						\$ -					\$ -				\$ -		
						\$ -					\$ -				\$ -		
						\$ -					\$ -				\$ -		
						\$ -					\$ -				\$ -		
Labor Total:						\$ 717.19	Material Total:					\$ 482.60	Equipment Total:				\$ 101.50
Grand Total = \$ 1,301                      10% OH&P = \$ 1,431																	

Statement of Work Accomplished: Forcemain work inside bldg. 117 to change direction of sewage flow as shown on IB4-C-03

CERTIFICATION: I certify to the best of my knowledge and belief, that the equipment used on this work was of the proper size and that the account herein shown is an accurate statement of the labor, materials and equipment used on this day

Signed: Jameson Phillips                      11/14/2019  
For Contractor                      Date                      \_\_\_\_\_                      \_\_\_\_\_  
For Owner                      Date



WM. J. Keller and Sons Construction Corporation  
DAILY RECORD OF WORK AUTHORIZED, NOT INCLUDED IN CONTRACT

TICKET #16

Contract:		19-01 / 989-SF				Owner:		LeChase			Date:		11/18/2019 Monday			
Item No. or Description:		T&M - Tie-in forcemain outside bldg. 117														
Name	Labor Classification	LABOR Hours		Rates (\$)		Total	MATERIALS/SUBCONTRACTORS					EQUIPMENT				
		Reg.	O.T.	Reg.	O.T.		Material	Quant.	Cost	Tax	Total	Description	Hours	Rate	Total	
Ron C.	Foreman	4.00	0.00	\$ 82.09	\$ 108.92	\$ 328.36	4" DIP	20.00	\$22.69		\$ 453.80	F-350 Utility Truck	4.00	\$29.00	\$ 116.00	
Jim M.	Laborer	4.00	0.00	\$ 61.41	\$ 79.64	\$ 245.64	4" MJ solid sleeve	1.00	\$59.00		\$ 59.00	Kubota KX 121 Mini-Excavator	4.00	\$40.00	\$ 160.00	
Mike D.	Laborer	4.00	0.00	\$ 61.41	\$ 79.64	\$ 245.64	4" MJ 45 deg	2.00	\$49.00		\$ 98.00	Kubota SVL 90 Track Skid Steer	4.00	\$40.00	\$ 160.00	
Don N.	Operator	4.00	0.00	\$ 79.75	\$ 105.42	\$ 319.00	4" restraint w/ gasket and bolt kit	6.00	\$34.15		\$ 204.90				\$ -	
						\$ -					\$ -				\$ -	
						\$ -					\$ -				\$ -	
						\$ -					\$ -				\$ -	
						\$ -					\$ -				\$ -	
						\$ -					\$ -				\$ -	
						\$ -					\$ -				\$ -	
						\$ -					\$ -				\$ -	
						\$ -					\$ -				\$ -	
						\$ -					\$ -				\$ -	
						\$ -					\$ -				\$ -	
						\$ -					\$ -				\$ -	
						\$ -					\$ -				\$ -	
Labor Total:						\$ 1,138.64	Material Total:					\$ 815.70	Equipment Total:			\$ 436.00
Grand Total =						\$ 2,390	10% OH&P =			\$	2,629					

Statement of Work Accomplished: T&M - Tie-in forcemain outside bldg. 117

CERTIFICATION: I certify to the best of my knowledge and belief, that the equipment used on this work was of the proper size and that the account herein shown is an accurate statement of the labor, materials and equipment used on this day

Signed: Jameson Phillips      11/18/2019  
For Contractor      Date      \_\_\_\_\_      \_\_\_\_\_  
            For Owner      Date









# Change Order Request

LeChase Construction Services, LLC  
 220 Harborside Drive, Suite 301  
 Schenectady, NY 12305  
 Phone: 518-388-9200

**Date:** 8/28/2019

**Owner :** Albany County Airport Authority

**Project:** 1934002 - Albany County Airport Contract 989-SF

**Reason:**

**Change Order Request # : 22 -**

**Description of Change:** The attached is a breakdown of the additional splices and driven lengths completed by Ferraro on C-line between columns 11 and 15 where pile tip elevations were running deeper than estimated on the drawings.

In all, the team completed 21 additional splices in this area and 204.35 added LF of pile length. We seek to be compensated for this work at the unit rates of \$696/ea. and \$75/LF, respectively, based on unit prices.

Additionally, Ferraro worked overtime to complete the additional work to minimize the schedule impact from this change. All additional costs are summarized below:

- 1) Additional pile splices = 21 EA x \$696/EA = \$14,616
- 2) Added pile length = 204.35 LF x \$70/LF = \$15,326.25
- 3) Premium Time = 8 HRS x \$235/HR = \$1,880

Description	Scope of Work	Cost
Project Manager	5 days @ \$165/hour	6,600.00
General Superintendent	5 days @ \$110/hour	4,400.00
Driven Piles-Ferraro Pile and Shoring		31,822.25
General Requirements	5 days @ 500/day	2,500.00
<b>Subtotal of Costs</b>		<b>45,322.25</b>

**Change Order Add Ons**

Fee	2,266.11
GL Insurance	483.62
P&P Bond	290.17

**Total For Change Order Request**

**48,362.15**

Price negotiated to \$32,917.00

NO ADDITIONAL TIME REQ'D

**5 Days added to contract completion**

**Albany County Airport Authority**

**LeChase Construction Services, LLC**

**Other: If Applicable**

**Print:** \_\_\_\_\_

**Print:** HILLS

**Print:** \_\_\_\_\_

**Signed:** \_\_\_\_\_

**Signed:** 

**Signed:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Date:** 8.28.19

**Date:** \_\_\_\_\_

Ferraro Pile & Shoring, Inc.  
 ACAA - Parking Garage  
 Additional Splices

PILE NUMBER	PILE CUT-OFF ELEVATION	CURRENT EST. LENGTH BELOW CUT OFF	CURRENT TIP ELEVATION	ESTIMATED TIP ELEVATION*	DISTANCE BELOW EST. TIP	ADDITIONAL SPLICES
108	261.75	127.0	134.75	137	2.25	1
109	261.75	128.0	133.75	137	3.25	1
110	261.75	125.0	136.75	137	0.25	1
111	261.75	124.5	137.25	137	-0.25	1
112	261.75	121.0	140.75	137	-3.75	1
113**	261.75	123.4	138.32	137	-1.32	1
114	261.75	128.0	133.75	137	3.25	1
115	261.75	127.0	134.75	137	2.25	1
116	261.75	125.0	136.75	137	0.25	1
117	261.75	125.0	136.75	137	0.25	1
118	261.75	127.0	134.75	137	2.25	1
119	261.75	129.0	132.75	137	4.25	1

\* Tip Elevations provided on S-001, Foundation Note #9

\*\* Pile 113 has achieved capacity without an additional splice

## Jeremy Hills

---

**From:** Jeremy Hills  
**Sent:** Tuesday, August 20, 2019 11:46 AM  
**To:** Wagner, Robert C - (NYN); 'John LaClair'; 'DiBattista, Beth - (NYN)'  
**Cc:** Neil Schiavi; Gary Maliszewski  
**Subject:** ACAA-989SF-Pile Length & Design criteria issue

**Importance:** High

Team,

LeChase is writing you to advise you of a condition that we are currently experiencing that has the project suffering further delays, and also incurring additional costs. Both of these items are outside of our control and are the responsibility of others to mitigate/rectify. Please note that this issue is of urgent importance to this project; with regard to schedule!

The piles in pile cluster for C11, C12, and C13 have not reached design capacity. The failed piles numbers are as follows:

**C11 (required additional splicing and driving completed previously)**

105  
106

**C12**

108  
109  
110  
111  
112

**C13**

114  
115  
116  
117  
118  
119

NOTE: we will be following up shortly with a table showing the installed length, neat length, and estimated tip elevation and actual elevation for the record. It is also important to note that the several of the piles in cluster C14, C15 and C16 have not yet achieved design capacity, so this problem may become exacerbated even further.

The piles that did not reach capacity did so because bedrock elevation in this area is deeper than shown on the borings contained within the geotechnical report. This constitutes a clear change of condition. The geotechnical information provided by CHA, dictated what pile lengths were to be used for the project. The pile lengths used (and ultimately the tip elevation) on caps C11, C12 and C13 met or exceeded the depths provided. In other words, the piles were driven deeper than both the criteria provided in the geotechnical report, as well as the estimated criteria provided on the contract drawings S-001.

With all of these facts stated, we need a written work authorization to complete the additional splicing work and additional driving work on each of these locations.

The worst case scenario calculation (assuming that all the piles in C14-16 fail to 'fetch' up) is herein enclosed:

31 piles total:  
31 additional splices: \$696 Each=\$21,576, pursuant to unit prices

31 additional pile lengths (assume 10' each) @ \$75'=\$23,250, pursuant to unit prices

Total required work authorization \$44,826

LeChase shall receive work authorization by close of business today or our driving crew will be placed on standby to which the billable rate is \$965/hour.

Best,

*Jeremy*

**Jeremy Hills, LEED AP** | *Project Manager*

220 Harborside Dr. Suite 301

d 518.831.9725 | c 518.429.9366 | p 518.388.9200 | f 518.388.9206

[www.lechase.com](http://www.lechase.com)







# Change Order Request

LeChase Construction Services, LLC  
220 Harborside Drive, Suite 301  
Schenectady, NY 12305  
Phone: 518-388-9200

Date: 11/22/2019

Owner : Albany County Airport Authority

Project: 1934002 - Albany County Airport Contract 989-SF

## Reason:

Change Order Request #: 27 - PCO #27-Tank pumping Final

Description of Change: Final True up septic tank pumping

Description	Scope of Work	Cost
HOLDING TANK PUMPING AS DIRECTED		4,071.00
	Subtotal of Costs	<u>4,071.00</u>
<b>Change Order Add Ons</b>		
	Fee	204.00
	GL Insurance	44.00
	P&P Bond	26.00
	<b>Total For Change Order Request</b>	<u><u>4,345.00</u></u>

No ADDITIONAL TIME REQ'D

Albany County Airport Authority

LeChase Construction Services, LLC Other: If Applicable

Print: \_\_\_\_\_

Print: HILLS

Print: \_\_\_\_\_

Signed: \_\_\_\_\_

Signed: 

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

Date: 11.22.19

Date: \_\_\_\_\_



**CHANGE ORDER REQUEST BREAKDOWN SUMMARY SHEET**

Project Name: ACAA - 989-SF  
 Building / Area: Various

PCO #:  
 COR #:

Subcontractor/Vendor: Stone  
 BP #: 989-SF Sewage tank pumping from 9.25.19 -11.15.19  
 Change Order Source: Pumping of Holding Tank

Item No.	WBS/CSI Cost Code	Description	Materials & Equipment				Subcontract				Fully Burdened Labor Rate					Duration					
			Qty	Unit	Unit Cost	Subtotal	Qty	Unit	Unit Cost	Subtotal	Straight Hours	Time + 1/2 Hours	Double Time Hours	Labor Costs			Total	Start	Finish		
														Straight Time	EO Time & 1/2	EO Double Time					
9.27.19		Pump Holding Tank (Various quantity pumped)					1	LS	\$251.10	\$	251.10										
9.30.19		Pump Holding Tank (Various quantity pumped)					1	LS	\$167.40	\$	167.40										
10.2.19		Pump Holding Tank (Various quantity pumped)					1	LS	\$167.40	\$	167.40										
10.4.19		Pump Holding Tank (Various quantity pumped)					1	LS	\$167.40	\$	167.40										
10.8.19		Pump Holding Tank (Various quantity pumped)					1	LS	\$167.40	\$	167.40										
10.11.19		Pump Holding Tank (Various quantity pumped)					1	LS	\$167.40	\$	167.40										
10.15.19		Pump Holding Tank (Various quantity pumped)					1	LS	\$167.40	\$	167.40										
10.18.19		Pump Holding Tank (Various quantity pumped)					1	LS	\$167.40	\$	167.40										
10.21.19		Pump Holding Tank (Various quantity pumped)					1	LS	\$167.40	\$	167.40										
10.25.19		Pump Holding Tank (Various quantity pumped)					1	LS	\$251.10	\$	251.10										
10.28.19		Pump Holding Tank (Various quantity pumped)					1	LS	\$167.40	\$	167.40										
11.1.19		Pump Holding Tank (Various quantity pumped)					1	LS	\$251.10	\$	251.10										
11.4.19		Pump Holding Tank (Various quantity pumped)					1	LS	\$167.40	\$	167.40										
11.6.19		Pump Holding Tank (Various quantity pumped)					1	LS	\$167.40	\$	167.40										
11.8.19		Pump Holding Tank (Various quantity pumped)					1	LS	\$167.40	\$	167.40										
11.11.19		Pump Holding Tank (Various quantity pumped)					1	LS	\$167.40	\$	167.40										
11.15.19		Pump Holding Tank (Various quantity pumped)					1	LS	\$167.40	\$	167.40										
Various		LeChase General labor forman. Coordinating trucks and delivery services (.5 Hr each time)										9				\$71.00				\$603.50	
<b>Net Subtotals:</b>					<b>\$0.00</b>				<b>\$3,096.90</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>\$0.00</b>	<b>0.00</b>	<b>0.00</b>				<b>\$603.50</b>	
<b>Total SGA &amp; OH+P</b>					<b>\$0.00</b>	<b>0.00%</b>			<b>\$309.69</b>		<b>10.00%</b>									<b>\$60.35</b>	<b>10.00%</b>
<b>Tax (if applicable)</b>					<b>\$0.00</b>				<b>\$0.00</b>											<b>\$0.00</b>	
<b>Total</b>					<b>\$0.00</b>			<b>Total</b>	<b>\$3,406.59</b>										<b>Total Labor:</b>	<b>\$663.85</b>	
															<b>Total Materials, Subcontract &amp; Labor, &amp; OH+P:</b>		<b>\$4,071.00</b>				



Stone Industries, LLC  
4305 Route 50  
Saratoga Springs, NY 12866  
(518) 584-1048  
Phone: (518) 584-1048  
Fax: (518) 584-8850

**Invoice**

INVOICE NUMBER: 0408230  
INVOICE DATE 9/27/2019  
CONTRACT  
BEGIN DATE  
END DATE

BILLED TO:

LeChase Construction Services  
220 Harborside Dr  
Ste 301  
Schenectady, NY 12305

SHIP TO:

Albany County Airport  
737 Albany Shaker Rd  
Albany, NY 12211

CONFIRM TO: Jeremv Hills 518-429-9366

CUSTOMER P.O. 1934002

ITEM DESCRIPTION	UNIT	Shipped	PRICE	AMOUNT
Holding Tank Pumping - FRI	1000	1.50	155.00	232.50

1,500 gals septic pumped from holding tank

Did You Know We Can Also Help You With:  
• Septic System Designs, Installations, Inspections, & Repairs  
• High Pressure Line Jetting/Cleaning, Powersnaking, & Video Line Inspections  
Call Us Today at (518) 584-1048 For Your FREE Estimate!

Net Invoice: 232.50  
Less Discount: 0.00  
Fuel Surcharge: 0.00  
Sales Tax: 18.60  
**Invoice Total:** 251.10





Stone Industries, LLC  
 4305 Route 50  
 Saratoga Springs, NY 12866  
 (518) 584-1048  
 Phone: (518) 584-1048  
 Fax: (518) 584-8850

**Invoice**

INVOICE NUMBER: 0408357  
 INVOICE DATE 9/30/2019  
 CONTRACT  
 BEGIN DATE  
 END DATE

BILLED TO:

LeChase Construction Services  
 220 Harborside Dr  
 Ste 301  
 Schenectady, NY 12305

SHIP TO:

Albany County Airport  
 737 Albany Shaker Rd  
 Albany, NY 12211

CONFIRM TO: Jeremv Hills 518-429-9366

CUSTOMER P.O. 1934002

ITEM DESCRIPTION	UNIT	Shipped	PRICE	AMOUNT
Holding Tank Pumping - MON	1000	1.00	155.00	155.00

500 gals septic pumped from holding tank

Did You Know We Can Also Help You With:  
 • Septic System Designs, Installations, Inspections, & Repairs  
 • High Pressure Line Jetting/Cleaning, Powersnaking, & Video Line Inspections  
 Call Us Today at (518) 584-1048 For Your FREE Estimate!

Net Invoice: 155.00  
 Less Discount: 0.00  
 Fuel Surcharge: 0.00  
 Sales Tax: 12.40  
**Invoice Total: 167.40**



Stone Industries, LLC  
4305 Route 50  
Saratoga Springs, NY 12866  
(518) 584-1048  
Phone: (518) 584-1048  
Fax: (518) 584-8850

## Invoice

INVOICE NUMBER: 0408585  
INVOICE DATE: 10/2/2019  
CONTRACT  
BEGIN DATE  
END DATE

BILLED TO:

LeChase Construction Services  
220 Harborside Dr  
Ste 301  
Schenectady, NY 12305

SHIP TO:

Albany County Airport  
737 Albany Shaker Rd  
Albany, NY 12211

CONFIRM TO: Jeremv Hills 518-429-9366

---

CUSTOMER P.O. 1934002

---

ITEM DESCRIPTION	UNIT	Shipped	PRICE	AMOUNT
Holding Tank Pumping - WEDS	1000	1.00	155.00	155.00

---

500 gals septic pumped from holding tank

Did You Know We Can Also Help You With:

- Septic System Designs, Installations, Inspections, & Repairs
  - High Pressure Line Jetting/Cleaning, Powersnaking, & Video Line Inspections
- Call Us Today at (518) 584-1048 For Your FREE Estimate!

Net Invoice: 155.00  
Less Discount: 0.00  
Fuel Surcharge: 0.00  
Sales Tax: 12.40  
**Invoice Total:** 167.40



Stone Industries, LLC  
4305 Route 50  
Saratoga Springs, NY 12866  
(518) 584-1048  
Phone: (518) 584-1048  
Fax: (518) 584-8850

**Invoice**

INVOICE NUMBER: 0408884  
INVOICE DATE 10/4/2019  
CONTRACT  
BEGIN DATE  
END DATE

BILLED TO:

LeChase Construction Services  
220 Harborside Dr  
Ste 301  
Schenectady, NY 12305

SHIP TO:

Albany County Airport  
737 Albany Shaker Rd  
Albany, NY 12211

CONFIRM TO: Jeremv Hills 518-429-9366

---

CUSTOMER P.O. 1934002

---

ITEM DESCRIPTION	UNIT	Shipped	PRICE	AMOUNT
Holding Tank Pumping - FRI	1000	1.00	155.00	155.00

1,000 gals septic pumped from holding tank

Did You Know We Can Also Help You With:  
• Septic System Designs, Installations, Inspections, & Repairs  
• High Pressure Line Jetting/Cleaning, Powersnaking, & Video Line Inspections  
Call Us Today at (518) 584-1048 For Your FREE Estimate!

Net Invoice: 155.00  
Less Discount: 0.00  
Fuel Surcharge: 0.00  
Sales Tax: 12.40  
**Invoice Total:** 167.40



Stone Industries, LLC  
 4305 Route 50  
 Saratoga Springs, NY 12866  
 (518) 584-1048  
 Phone: (518) 584-1048  
 Fax: (518) 584-8850

**Invoice**

INVOICE NUMBER: 0409565  
 INVOICE DATE 10/11/2019  
 CONTRACT  
 BEGIN DATE  
 END DATE

BILLED TO:

LeChase Construction Services  
 220 Harborside Dr  
 Ste 301  
 Schenectady, NY 12305

SHIP TO:

Albany County Airport  
 737 Albany Shaker Rd  
 Albany, NY 12211

CONFIRM TO: Jeremv Hills 518-429-9366

CUSTOMER P.O. 1934002

ITEM DESCRIPTION	UNIT	Shipped	PRICE	AMOUNT
Holding Tank Pumping - FRI	1000	1.00	155.00	155.00

700 gals pumped from holding tank

Did You Know We Can Also Help You With:  
 • Septic System Designs, Installations, Inspections, & Repairs  
 • High Pressure Line Jetting/Cleaning, Powersnaking, & Video Line Inspections  
 Call Us Today at (518) 584-1048 For Your FREE Estimate!

Net Invoice: 155.00  
 Less Discount: 0.00  
 Fuel Surcharge: 0.00  
 Sales Tax: 12.40  
**Invoice Total: 167.40**



Stone Industries, LLC  
 4305 Route 50  
 Saratoga Springs, NY 12866  
 (518) 584-1048  
 Phone: (518) 584-1048  
 Fax: (518) 584-8850

**Invoice**

INVOICE NUMBER: 0409899  
 INVOICE DATE 10/15/2019  
 CONTRACT  
 BEGIN DATE  
 END DATE

BILLED TO:

LeChase Construction Services  
 220 Harborside Dr  
 Ste 301  
 Schenectady, NY 12305

SHIP TO:

Albany County Airport  
 737 Albany Shaker Rd  
 Albany, NY 12211

CONFIRM TO: Jeremv Hills 518-429-9366

CUSTOMER P.O. 1934002

ITEM DESCRIPTION	UNIT	Shipped	PRICE	AMOUNT
Holding Tank Pumping - MON	1000	1.00	155.00	155.00

500 gals pumped from holding tank

Did You Know We Can Also Help You With:  
 • Septic System Designs, Installations, Inspections, & Repairs  
 • High Pressure Line Jetting/Cleaning, Powersnaking, & Video Line Inspections  
 Call Us Today at (518) 584-1048 For Your FREE Estimate!

Net Invoice: 155.00  
 Less Discount: 0.00  
 Fuel Surcharge: 0.00  
 Sales Tax: 12.40  
**Invoice Total:** 167.40



Stone Industries, LLC  
 4305 Route 50  
 Saratoga Springs, NY 12866  
 (518) 584-1048  
 Phone: (518) 584-1048  
 Fax: (518) 584-8850

**Invoice**

INVOICE NUMBER: 0410577  
 INVOICE DATE 10/18/2019  
 CONTRACT  
 BEGIN DATE  
 END DATE

BILLED TO:

LeChase Construction Services  
 220 Harborside Dr  
 Ste 301  
 Schenectady, NY 12305

SHIP TO:

Albany County Airport  
 737 Albany Shaker Rd  
 Albany, NY 12211

CONFIRM TO: Jeremv Hills 518-429-9366

CUSTOMER P.O. 1934002

ITEM DESCRIPTION	UNIT	Shipped	PRICE	AMOUNT
Holding Tank Pumping - FRI	1000	1.00	155.00	155.00

600 gals septic from holding tank

Did You Know We Can Also Help You With:  
 • Septic System Designs, Installations, Inspections, & Repairs  
 • High Pressure Line Jetting/Cleaning, Powersnaking, & Video Line Inspections  
 Call Us Today at (518) 584-1048 For Your FREE Estimate!

Net Invoice: 155.00  
 Less Discount: 0.00  
 Fuel Surcharge: 0.00  
 Sales Tax: 12.40  
**Invoice Total: 167.40**



Stone Industries, LLC  
 4305 Route 50  
 Saratoga Springs, NY 12866  
 (518) 584-1048  
 Phone: (518) 584-1048  
 Fax: (518) 584-8850

**Invoice**

INVOICE NUMBER: 0410693  
 INVOICE DATE 10/21/2019  
 CONTRACT  
 BEGIN DATE  
 END DATE

BILLED TO:

LeChase Construction Services  
 220 Harborside Dr  
 Ste 301  
 Schenectady, NY 12305

SHIP TO:

Albany County Airport  
 737 Albany Shaker Rd  
 Albany, NY 12211

CONFIRM TO: Jeremy Hills 518-429-9366

CUSTOMER P.O. 1934002

ITEM DESCRIPTION	UNIT	Shipped	PRICE	AMOUNT
Holding Tank Pumping - MON	1000	1.00	155.00	155.00

500 gals pumped from holding tank

Did You Know We Can Also Help You With:  
 • Septic System Designs, Installations, Inspections, & Repairs  
 • High Pressure Line Jetting/Cleaning, Powersnaking, & Video Line Inspections  
 Call Us Today at (518) 584-1048 For Your FREE Estimate!

Net Invoice: 155.00  
 Less Discount: 0.00  
 Fuel Surcharge: 0.00  
 Sales Tax: 12.40  
**Invoice Total:** 167.40



Stone Industries, LLC  
4305 Route 50  
Saratoga Springs, NY 12866  
(518) 584-1048  
Phone: (518) 584-1048  
Fax: (518) 584-8850

### Invoice

INVOICE NUMBER: 0411177  
INVOICE DATE 10/25/2019  
CONTRACT  
BEGIN DATE  
END DATE

BILLED TO:

LeChase Construction Services  
220 Harborside Dr  
Ste 301  
Schenectady, NY 12305

SHIP TO:

Albany County Airport  
737 Albany Shaker Rd  
Albany, NY 12211

CONFIRM TO: Jeremv Hills 518-429-9366

---

CUSTOMER P.O. 1934002

---

ITEM DESCRIPTION	UNIT	Shipped	PRICE	AMOUNT
Holding Tank Pumping - FRI	1000	1.50	155.00	232.50

1,200 gals septic pumped from holding tank

Did You Know We Can Also Help You With:

- Septic System Designs, Installations, Inspections, & Repairs
  - High Pressure Line Jetting/Cleaning, Powersnaking, & Video Line Inspections
- Call Us Today at (518) 584-1048 For Your FREE Estimate!

Net Invoice: 232.50  
Less Discount: 0.00  
Fuel Surcharge: 0.00  
Sales Tax: 18.60  
**Invoice Total:** 251.10





Stone Industries, LLC  
 4305 Route 50  
 Saratoga Springs, NY 12866  
 (518) 584-1048  
 Phone: (518) 584-1048  
 Fax: (518) 584-8850

**Invoice**

INVOICE NUMBER: 0411260  
 INVOICE DATE 10/28/2019  
 CONTRACT  
 BEGIN DATE  
 END DATE

BILLED TO:

LeChase Construction Services  
 220 Harborside Dr  
 Ste 301  
 Schenectady, NY 12305

SHIP TO:

Albany County Airport  
 737 Albany Shaker Rd  
 Albany, NY 12211

CONFIRM TO: Jeremv Hills 518-429-9366

CUSTOMER P.O. 1934002

ITEM DESCRIPTION	UNIT	Shipped	PRICE	AMOUNT
Holding Tank Pumping - MON	1000	1.00	155.00	155.00
500 gals septic pumped				

Did You Know We Can Also Help You With:

- Septic System Designs, Installations, Inspections, & Repairs
- High Pressure Line Jetting/Cleaning, Powersnaking, & Video Line Inspections

Call Us Today at (518) 584-1048 For Your FREE Estimate!

Net Invoice: 155.00  
 Less Discount: 0.00  
 Fuel Surcharge: 0.00  
 Sales Tax: 12.40  
**Invoice Total: 167.40**



Stone Industries, LLC  
4305 Route 50  
Saratoga Springs, NY 12866  
(518) 584-1048  
Phone: (518) 584-1048  
Fax: (518) 584-8850

**Invoice**

INVOICE NUMBER: 0411676  
INVOICE DATE 11/1/2019  
CONTRACT  
BEGIN DATE  
END DATE

BILLED TO:

LeChase Construction Services  
220 Harborside Dr  
Ste 301  
Schenectady, NY 12305

SHIP TO:

Albany County Airport  
737 Albany Shaker Rd  
Albany, NY 12211

CONFIRM TO: Jeremy Hills 518-429-9366

---

CUSTOMER P.O. 1934002

---

ITEM DESCRIPTION	UNIT	Shipped	PRICE	AMOUNT
Holding Tank Pumping - FRI	1000	1.50	155.00	232.50

1,500 gals septic pumped from holding tank

Did You Know We Can Also Help You With:  
• Septic System Designs, Installations, Inspections, & Repairs  
• High Pressure Line Jetting/Cleaning, Powersnaking, & Video Line Inspections  
Call Us Today at (518) 584-1048 For Your FREE Estimate!

Net Invoice: 232.50  
Less Discount: 0.00  
Fuel Surcharge: 0.00  
Sales Tax: 18.60  
**Invoice Total:** 251.10



Stone Industries, LLC  
 4305 Route 50  
 Saratoga Springs, NY 12866  
 (518) 584-1048  
 Phone: (518) 584-1048  
 Fax: (518) 584-8850

**Invoice**

INVOICE NUMBER: 0411776  
 INVOICE DATE 11/4/2019  
 CONTRACT  
 BEGIN DATE  
 END DATE

BILLED TO:

LeChase Construction Services  
 220 Harborside Dr  
 Ste 301  
 Schenectady, NY 12305

SHIP TO:

Albany County Airport  
 737 Albany Shaker Rd  
 Albany, NY 12211

CONFIRM TO: Jeremy Hills 518-429-9366

CUSTOMER P.O. 1934002

ITEM DESCRIPTION	UNIT	Shipped	PRICE	AMOUNT
Holding Tank Pumping - MON	1000	1.00	155.00	155.00

500 gals septic pumped from holding tank

Did You Know We Can Also Help You With:  
 • Septic System Designs, Installations, Inspections, & Repairs  
 • High Pressure Line Jetting/Cleaning, Powersnaking, & Video Line Inspections  
 Call Us Today at (518) 584-1048 For Your FREE Estimate!

Net Invoice: 155.00  
 Less Discount: 0.00  
 Fuel Surcharge: 0.00  
 Sales Tax: 12.40  
**Invoice Total: 167.40**



Stone Industries, LLC  
4305 Route 50  
Saratoga Springs, NY 12866  
(518) 584-1048  
Phone: (518) 584-1048  
Fax: (518) 584-8850

**Invoice**

INVOICE NUMBER: 0412255  
INVOICE DATE 11/6/2019  
CONTRACT  
BEGIN DATE  
END DATE

BILLED TO:

LeChase Construction Services  
220 Harborside Dr  
Ste 301  
Schenectady, NY 12305

SHIP TO:

Albany County Airport  
737 Albany Shaker Rd  
Albany, NY 12211

CONFIRM TO: Jeremv Hills 518-429-9366

---

CUSTOMER P.O. 1934002

---

ITEM DESCRIPTION	UNIT	Shipped	PRICE	AMOUNT
Holding Tank Pumping - WEDS	1000	1.00	155.00	155.00

1,000 gals septic pumped

Did You Know We Can Also Help You With:  
• Septic System Designs, Installations, Inspections, & Repairs  
• High Pressure Line Jetting/Cleaning, Powersnaking, & Video Line Inspections  
Call Us Today at (518) 584-1048 For Your FREE Estimate!

Net Invoice: 155.00  
Less Discount: 0.00  
Fuel Surcharge: 0.00  
Sales Tax: 12.40  
**Invoice Total:** 167.40



Stone Industries, LLC  
 4305 Route 50  
 Saratoga Springs, NY 12866  
 (518) 584-1048  
 Phone: (518) 584-1048  
 Fax: (518) 584-8850

**Invoice**

INVOICE NUMBER: 0412478  
 INVOICE DATE 11/8/2019  
 CONTRACT  
 BEGIN DATE  
 END DATE

BILLED TO:

LeChase Construction Services  
 220 Harborside Dr  
 Ste 301  
 Schenectady, NY 12305

SHIP TO:

Albany County Airport  
 737 Albany Shaker Rd  
 Albany, NY 12211

CONFIRM TO: Jeremv Hills 518-429-9366

CUSTOMER P.O. 1934002

ITEM DESCRIPTION	UNIT	Shipped	PRICE	AMOUNT
Holding Tank Pumping - FRI	1000	1.00	155.00	155.00

500 gals septic pumped from holding tank

Did You Know We Can Also Help You With:

- Septic System Designs, Installations, Inspections, & Repairs
- High Pressure Line Jetting/Cleaning, Powersnaking, & Video Line Inspections

Call Us Today at (518) 584-1048 For Your FREE Estimate!

Net Invoice: 155.00  
 Less Discount: 0.00  
 Fuel Surcharge: 0.00  
 Sales Tax: 12.40  
**Invoice Total: 167.40**



Stone Industries, LLC  
 4305 Route 50  
 Saratoga Springs, NY 12866  
 (518) 584-1048  
 Phone: (518) 584-1048  
 Fax: (518) 584-8850

**Invoice**

INVOICE NUMBER: 0412587  
 INVOICE DATE 11/11/2019  
 CONTRACT  
 BEGIN DATE  
 END DATE

BILLED TO:

LeChase Construction Services  
 220 Harborside Dr  
 Ste 301  
 Schenectady, NY 12305

SHIP TO:

Albany County Airport  
 737 Albany Shaker Rd  
 Albany, NY 12211

CONFIRM TO: Jeremv Hills 518-429-9366

CUSTOMER P.O. 1934002

ITEM DESCRIPTION	UNIT	Shipped	PRICE	AMOUNT
Holding Tank Pumping - MON	1000	1.00	155.00	155.00

500 gals pumped from holding tank

Did You Know We Can Also Help You With:

- Septic System Designs, Installations, Inspections, & Repairs
- High Pressure Line Jetting/Cleaning, Powersnaking, & Video Line Inspections

Call Us Today at (518) 584-1048 For Your FREE Estimate!

Net Invoice: 155.00  
 Less Discount: 0.00  
 Fuel Surcharge: 0.00  
 Sales Tax: 12.40  
**Invoice Total: 167.40**



Stone Industries, LLC  
 4305 Route 50  
 Saratoga Springs, NY 12866  
 (518) 584-1048  
 Phone: (518) 584-1048  
 Fax: (518) 584-8850

**Invoice**

INVOICE NUMBER: 0413039  
 INVOICE DATE 11/15/2019  
 CONTRACT  
 BEGIN DATE  
 END DATE

BILLED TO:

LeChase Construction Services  
 220 Harborside Dr  
 Ste 301  
 Schenectady, NY 12305

SHIP TO:

Albany County Airport  
 737 Albany Shaker Rd  
 Albany, NY 12211

CONFIRM TO: Jeremv Hills 518-429-9366

CUSTOMER P.O. 1934002

ITEM DESCRIPTION	UNIT	Shipped	PRICE	AMOUNT
Holding Tank Pumping - FRI	1000	1.00	155.00	155.00

1,000 gals septic from holding tank. Tank was removed from property. MWF service contracts have been closed.

Did You Know We Can Also Help You With:  
 • Septic System Designs, Installations, Inspections, & Repairs  
 • High Pressure Line Jetting/Cleaning, Powersnaking, & Video Line Inspections  
 Call Us Today at (518) 584-1048 For Your FREE Estimate!

Net Invoice: 155.00  
 Less Discount: 0.00  
 Fuel Surcharge: 0.00  
 Sales Tax: 12.40  
**Invoice Total: 167.40**

**AGENDA ITEM NO. 11.2**

**Change Order #2: Authorization to award  
Change Order #2 to Contract # 989-GCR  
New Parking Garage General Construction  
to LeChase Construction Services, LLC.**



AGENDA ITEM NO: 11.2  
MEETING DATE: December 9, 2019

ALBANY COUNTY AIRPORT AUTHORITY  
REQUEST FOR AUTHORIZATION

**DEPARTMENT:**

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

**PURPOSE OF REQUEST:**

Change Order #2: *Authorization to award Change Order #2 to Contract # 989-GCR New Parking Garage General Construction to LeChase Construction Services, LLC.*

**CONTRACT AMOUNT:**

Base Amount:	\$15,700,000.00
Change Order #1:	60,694.95
Change Order #2:	<u>56,318.00*</u>
Total:	\$15,817,012.95

*\*Pending approval at this meeting.*

**BUDGET INFORMATION:**

Federal Airport Improvement Program  
Anticipated in Current ALB Capital Plan : Yes J No NA  
Funding Account No.: CPN 2263

**FISCAL IMPACT – FUNDING**

Federal 2.2% State 37.9% Airport 59.9% NA             
Term of Funding: 2018-2020  
Grant No.: N/A State PIN: 1A00.97

**JUSTIFICATION:**

*Request for authorization of Change Order #2 for Contract 989-GCr for New Parking Garage Site and Foundations, to LeChase Construction Services LLC of Schenectady, N.Y. in the amount of \$56,318.00 for unforeseen conditions encountered by the contractor during construction. The additional work items that include rerouting the first floor electric conduits underground, supplying a duct bank to the new pedestrian bridge, shifting the canopy footings to avoid conflict with the existing glycol pipe, pouring concrete to infill areas around drains in the garage, lowering a gas line and an electric duct for storm drain installation, installing two vent lines from the new oil water separator to the face of the new garage, change the type of glass to be used in the stairways on the garage and install new drain in existing sideway near new pedestrian bridge. All work was done in accordance with contract specifications.*

AGENDA ITEM NO: 11.2  
MEETING DATE: December 9, 2019

**CHIEF EXECUTIVE OFFICER'S RECOMMENDATION:**

*Recommend approval.*

**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  NO .*

**BACK-UP MATERIAL:**

*Please refer to attached Change Order backup information compiled by Creighton Manning Engineering and Turner Construction.*

The first part of the document discusses the importance of maintaining accurate records of all transactions. This includes not only sales and purchases but also any other financial activities that may occur. It is essential to ensure that all entries are properly documented and supported by appropriate evidence.

In addition, the document emphasizes the need for regular reconciliation of accounts. This process involves comparing the company's internal records with external statements, such as bank statements or supplier invoices, to identify any discrepancies. Regular reconciliation helps to prevent errors and ensures that the financial data is up-to-date and accurate.

Another key aspect of financial management is the timely payment of bills and invoices. Failure to do so can result in late fees, damaged relationships with suppliers, and potential legal action. Therefore, it is crucial to establish a system for tracking and paying bills on time.

The second part of the document focuses on budgeting and financial forecasting. A well-defined budget allows a company to allocate resources effectively and track its performance against its financial goals. It also provides a clear picture of the company's expected cash flow and profitability over a specific period.

Financial forecasting is closely related to budgeting and involves predicting the company's future financial performance based on historical data and market trends. This process helps management to make informed decisions about investments, expansion, and other strategic initiatives.

It is important to note that both budgeting and forecasting are dynamic processes. As market conditions change, the budget and forecasts should be reviewed and adjusted accordingly to reflect the current reality.

Finally, the document discusses the importance of maintaining a strong relationship with financial institutions. This includes banks, credit unions, and other lenders. A good relationship can provide a company with access to credit, favorable interest rates, and other financial services that can be beneficial to its operations.

To maintain a strong relationship, it is essential to communicate openly and honestly with financial institutions. This includes providing accurate financial information, keeping them informed of the company's financial health, and addressing any issues or concerns promptly.

In conclusion, effective financial management is a critical component of a company's success. By following the principles outlined in this document, a company can ensure that its financial affairs are handled in a professional and responsible manner, leading to long-term growth and stability.



# Change Order Request

LeChase Construction Services, LLC  
220 Harborside Drive, Suite 301  
Schenectady, NY 12305  
Phone: 518-388-9200

Date: 9/10/2019

Owner : Albany County Airport Authority

Project: 1934006 - Albany Airport Parking Garage - 989-GCR

## Reason:

Change Order Request # : 8 - PCO 013 - Garage Underground Electric

Description of Change: This COR is for all additional work associated with excavation and backfill for installing underground electric in the garage slab on grade. These conduits were to be installed above ground in accordance with the design documents, but there is insufficient room for that to happen in mouse holes provided. The design team has approved this layout and John LaClair has agreed that no duct bank is required. A credit for the install of hangers has also been provided as they are no longer required for most of these conduits. Please note: this does not include anything in regards to the parcs system or wayfinding. NO Time extension is required.

Description	Scope of Work	Cost
Electrical		19,742.00
Earthwork		-4,330.00
	Subtotal of Costs	15,412.00

### Change Order Add Ons

Fee	771.00
GL Insurance	165.00
P&P Bond	99.00

**Total For Change Order Request** **16,447.00**

Albany County Airport Authority

LeChase Construction Services, LLC

Other: If Applicable

Print: \_\_\_\_\_

Print: \_\_\_\_\_

Print: \_\_\_\_\_

Signed: \_\_\_\_\_

Signed: \_\_\_\_\_

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**CHANGE ORDER REQUEST**



<b>Contractor:</b> <u>Nfrastructure</u> <b>Contractor COR #:</b> _____ <b>Bid Package #:</b> <u>989-GC Bulletin 03 [IB3-PEC] 05/22/19</u>	<b>Albany Airport Parking Garage 989-GCR</b> <b>Date:</b> <u>08/27/19</u> <b>PCO #:</b> <u>DCO-002</u> <b>Building/Area:</b> <u>Parking Garage</u>
---	---

**Change Order Reference Document:**

RFI #: \_\_\_\_\_ Bulletin #: \_\_\_\_\_ Other: \_\_\_\_\_

**Description of Change:**

Deductive change order to migrate overhead conduit to underground.

**Justification**

**Change Order Attachment List:**

- |                         |   |
|-------------------------|---|
| 1. COR cover page       | 4 |
| 2. COR Reference Doc    | 5 |
| 3. Subcontractor backup | 6 |

**Commercial Verification of Price:**

- |  |   |
|--|---|
| 1. Verification of unit rates consistent with contract | 4 |
| 2. Verification of quantities and locations            | 5 |
| 3  | 6 |

**Schedule Impact:**

- A - Zero / Noncritical Impact to Schedule
- B - Impact Critical, Recoverable w/ Overtime
- C - Impact Critical, Not Recoverable

**Days to Complete Added Scope:**

<b>Current Contract Completion Date</b>		<b>Adjusted Contract Completion Date:</b>	

For both B and C: Attached detailed description of impact. List milestones impacted & state why. Attach schedule showing the impact & a recovery schedule.

**Signatory Approval**

**Subcontractor:** Name: \_\_\_\_\_ Title: \_\_\_\_\_ Date \_\_\_\_\_

**LeChase:** Name: \_\_\_\_\_ Title: \_\_\_\_\_ Date \_\_\_\_\_

**Owner:** Name: \_\_\_\_\_ Title: \_\_\_\_\_ Date \_\_\_\_\_

Name: \_\_\_\_\_ Title: \_\_\_\_\_ Date \_\_\_\_\_

**Request Termination:**

**Voided**                      **Explanation:**

**Denied**

**CHANGE ORDER REQUEST BREAKDOWN SUMMARY SHEET**

Project Name: Albany Airport Parking Garage 989-GCR  
 Building / Area: Parking Garage

PCO #: 3  
 COR #:

Subcontractor/Vendor: Mrastructure  
 BP #:

Change Order Source: Deductive Change order MIGRATE PVC UNDERGROUND

<b>MWBE Participation: Percentage Overall</b>	
MBE	#REF!
WBE	#REF!

Item No.	WBS/CSI Cost Code	Description	Materials & Equipment				Subcontract				Fully Burdened Labor Rate				Duration		MBE Contractor Total	WBE Contractor Total		
			Qty	Unit	Unit Cost	Subtotal	Qty	Unit	Unit Cost	Subtotal	Straight Hours	Time + 1/2 Hours	Double Time Hours	Labor Costs					Start	Finish
														Straight Time	EO Time & 1/2	EO Double Time				
1	SACO Lighting Conduit	Conduit/Hanger Credit																#REF!	#REF!	
2	SACO Lighting Wire	Wire Credit																	#REF!	#REF!
3	Pedestrian Bridge Conduit	Conduit/Hanger Credit																	#REF!	#REF!
4	Pedestrian Bridge Conduit	Conduit/Hanger Credit																	#REF!	#REF!
5	Pedestrian Bridge Wire	Wire Credit																	#REF!	#REF!
6	Pedestrian Bridge Conduit	Conduit/Hanger Credit																	#REF!	#REF!
7	Pedestrian Bridge Wire	Wire Credit																	#REF!	#REF!
8	Pedestrian Bridge Wire	Wire Credit																	#REF!	#REF!
9	Pedestrian Bridge Wire	Wire Credit																	#REF!	#REF!
10	Fire Alarm Conduit	Conduit/Hanger Credit																	#REF!	#REF!
11	Fire Alarm Wire	Wire Credit																	#REF!	#REF!
12	Security Conduit	Conduit/Hanger Credit																	#REF!	#REF!
13	Security Wire	Wire Credit																	#REF!	#REF!
14	Data Conduit	Conduit/Hanger Credit																	#REF!	#REF!
15	Data Wire	Wire Credit																	#REF!	#REF!
Deduct for added scope																				
16	SACO Lighting Conduit	Add vertical RMC Risers/Core Drilling																	#REF!	#REF!
17	SACO Lighting Wire	Add vertical Wire																	#REF!	#REF!
18	Pedestrian Bridge Conduit	Add vertical RMC Risers/Core Drilling																	#REF!	#REF!
19	Pedestrian Bridge Conduit	Add vertical RMC Risers/Core Drilling																	#REF!	#REF!
20	Pedestrian Bridge Wire	Add vertical Wire																	#REF!	#REF!
21	Pedestrian Bridge Conduit	Add vertical RMC Risers/Core Drilling																	#REF!	#REF!
22	Pedestrian Bridge Wire	Add vertical Wire																	#REF!	#REF!
23	Pedestrian Bridge Wire	Add vertical Wire																	#REF!	#REF!
24	Pedestrian Bridge Wire	Add vertical Wire																	#REF!	#REF!
25	Fire Alarm Conduit	Add vertical RMC Risers/Core Drilling																	#REF!	#REF!
26	Fire Alarm Wire	Add vertical Wire																	#REF!	#REF!
27	Security Conduit	Add vertical RMC Risers/Core Drilling																	#REF!	#REF!
28	Security Wire	Add vertical Wire																	#REF!	#REF!
29	Data Conduit	Add vertical RMC Risers/Core Drilling																	#REF!	#REF!
30	Data Wire	Add vertical Wire																	#REF!	#REF!

Net Subtotals:	\$0.00		Net Subtotals:	\$0.00	(27)	0	0	\$0.00	0.00	0.00									#REF!	#REF!		
Total SGA & OH+P	\$0.00	10.00%		\$0	10.00%															#REF!	#REF!	
Tax (if applicable)	\$0.00			\$0.00																#REF!	#REF!	
<b>Total</b>	<b>\$0.00</b>		<b>Total</b>	<b>\$0</b>																#REF!	#REF!	
												<b>Total Labor:</b>										
												<b>Total Materials, Subcontract &amp; Labor, &amp; OH+P:</b>										



**CHANGE ORDER REQUEST BREAKDOWN SUMMARY SHEET**

**Project Name:** ACAA - 989-GCR  
**Building / Area:** Ground floor garage

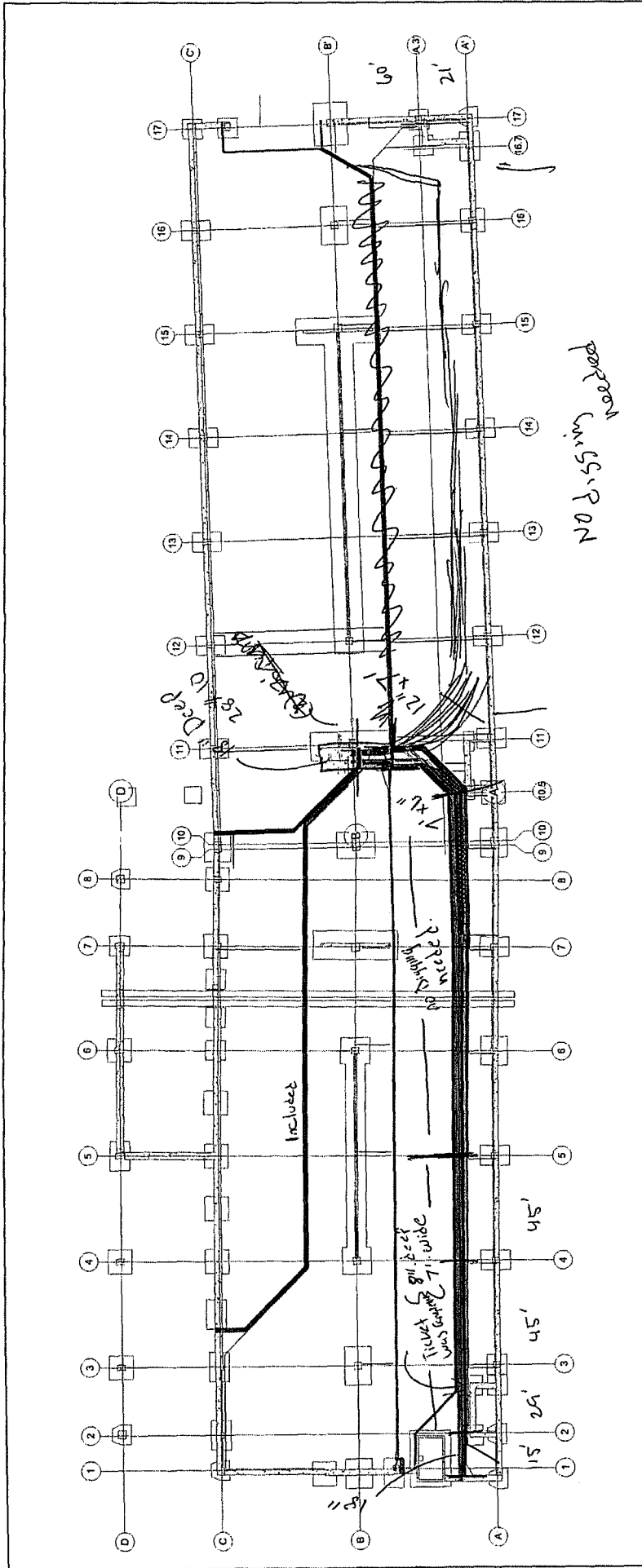
**PCO #:**  
**COR #:**

**Subcontractor/Vendor:** Wm. J Keller & Sons Construction Corp.  
**BP #:** 989-GCR  
**Change Order Source:** Infrastructure underslab electrical

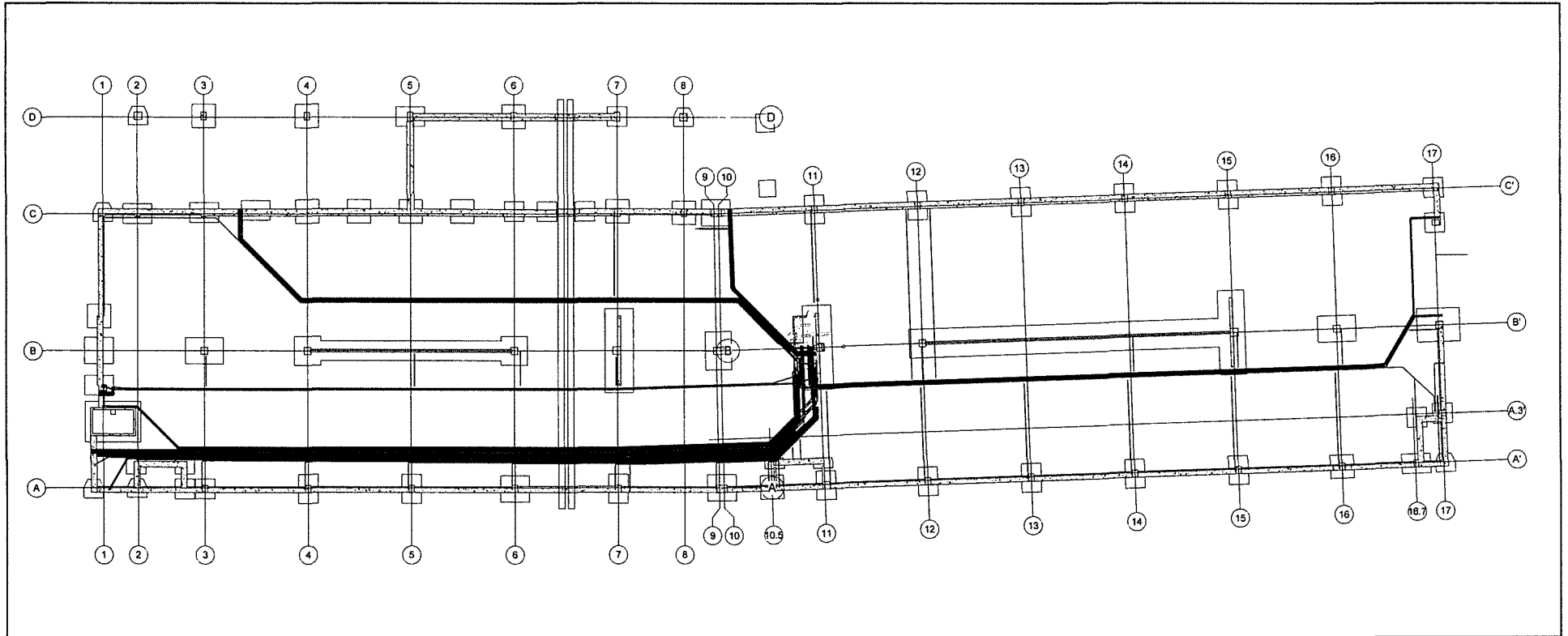
Item No.	WBS/CSI Cost Code	Description	Materials & Equipment				Subcontract				Fully Burdened Labor Rate						Duration		
			Qty	Unit	Unit Cost	Subtotal	Qty	Unit	Unit Cost	Subtotal	Straight Hours	Time + 1/2 Hours	Double Time Hours	Labor Costs			Total	Start	Finish
														Straight Time	EO Time & 1/2	EO Double Time			
	Figure 2.5 days excavation. Figure 3 days backfill	Foreman								44	5	0	\$ 82.09	\$ 108.92	\$ 135.73	\$	4,156.56		
		Operator								44	5	0	\$ 79.75	\$ 105.42	\$ 131.10	\$	4,036.10		
		Laborer								44	5	0	\$ 61.41	\$ 79.64	\$ 97.89	\$	3,100.24		
		Laborer								44	5	0	\$ 61.41	\$ 79.64	\$ 97.89	\$	3,100.24		
		Case Mini Ex	49	HR	\$ 45.00	\$	2,205.00												
		Plate Tamper	29	HR	\$ 20.00	\$	580.00												
		Item 4	54	CY	\$ 14.25	\$	769.50												
																\$0.00			
<b>Net Subtotals:</b>					\$3,554.50				<b>Net Subtotals:</b>	\$0.00	176	20	0	\$0.00	373.62	462.61	\$14,393.14		
<b>Total SGA &amp; OH+P</b>					\$355.45	10.00%		<b>Total SGA &amp; OH+P</b>		\$0.00	10.00%						\$1,439.31	10.00%	
<b>Tax (If applicable)</b>					\$0.00			<b>Tax (If applicable)</b>		\$0.00							\$0.00		
<b>Total</b>					\$3,909.95			<b>Total</b>		\$0.00							\$15,832.45		
																<b>Total Labor:</b>	\$15,832.45		
																<b>Total Materials, Subcontract &amp; Labor, &amp; OH+P:</b>	\$19,742.40		



# Underground Electrical



### Underground Electrical



the study. The first author (SM) was the primary investigator and was responsible for the design, data collection, and data analysis.

The study was approved by the Institutional Review Board of the University of Illinois at Chicago. All participants gave their informed consent before participating in the study.

## 2. Methods

### 2.1. Subjects

Forty-four young adults (22 females and 22 males) were recruited from the University of Illinois at Chicago. The participants were screened for any history of psychiatric or medical conditions, current use of medications, and current use of alcohol or recreational drugs. The participants were screened for any current or past history of substance use disorders.

The participants were screened for any current or past history of substance use disorders.

The participants were screened for any current or past history of substance use disorders.

The participants were screened for any current or past history of substance use disorders.

The participants were screened for any current or past history of substance use disorders.

The participants were screened for any current or past history of substance use disorders.

The participants were screened for any current or past history of substance use disorders.

The participants were screened for any current or past history of substance use disorders.

The participants were screened for any current or past history of substance use disorders.

The participants were screened for any current or past history of substance use disorders.

The participants were screened for any current or past history of substance use disorders.

The participants were screened for any current or past history of substance use disorders.

The participants were screened for any current or past history of substance use disorders.

The participants were screened for any current or past history of substance use disorders.

The participants were screened for any current or past history of substance use disorders.

The participants were screened for any current or past history of substance use disorders.

The participants were screened for any current or past history of substance use disorders.

The participants were screened for any current or past history of substance use disorders.

The participants were screened for any current or past history of substance use disorders.

The participants were screened for any current or past history of substance use disorders.

The participants were screened for any current or past history of substance use disorders.

The participants were screened for any current or past history of substance use disorders.

The participants were screened for any current or past history of substance use disorders.

The participants were screened for any current or past history of substance use disorders.

The participants were screened for any current or past history of substance use disorders.

# Change Order Request

LeChase Construction Services, LLC  
220 Harborside Drive, Suite 301  
Schenectady, NY 12305  
Phone: 518-388-9200

Date: 9/16/2019

Owner : Albany County Airport Authority

Project: 1934006 - Albany Airport Parking Garage - 989-GCR

**Reason:**

---

Change Order Request # : **9 - PCO 015 - Pedestrian Ductbank**

Description of Change: This COR is for all additional work associated with installing electrical from Pedestrian Building to garage underground in concrete fiber mesh as directed by the Owner in work directive #016. No additional time is required for this COR.

Description	Scope of Work	Cost
Concrete		3,482.00
Electrical		-7,188.00
Earthwork		9,200.00
	Subtotal of Costs	<u>5,494.00</u>

**Change Order Add Ons**

Fee	275.00
GL Insurance	59.00
P&P Bond	35.00

**Total For Change Order Request** 5,863.00

---

Albany County Airport Authority

LeChase Construction Services, LLC

Other: If Applicable

Print: \_\_\_\_\_

Print: \_\_\_\_\_

Print: \_\_\_\_\_

Signed: \_\_\_\_\_

Signed: \_\_\_\_\_

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_



**Albany County Airport Authority  
Work Directive**

Contractor Name	<u>LeChase Construction</u>	Change Directive No.	<u>16</u>
Contact	<u>Ryan Faulkner</u>	Contract No.	<u>989-GC</u>
Address	<u>1473 Erie Boulevard</u>	Project Name	<u>Parking Garage General Construction</u>
City, State ZIP	<u>Schenectady, NY 12305</u>	Project Location	<u>Albany International Airport</u>

**Basis of Work Directive**

- |  |   |
|--|---|
| <input type="checkbox"/> Error/Omission    | <input type="checkbox"/> Differing Site Condition |
| <input type="checkbox"/> Owner Request     | <input type="checkbox"/> Field Resolution         |
| <input type="checkbox"/> Value Engineering | <input type="checkbox"/> Information Bulletin     |

**Adjustment to Contract Sum** (indicate if zero cost)

Add: \$ 30,000 Deduct: \$ \_\_\_\_\_

**Adjustment to Contract Time**

- |   |                   |
|---|-------------------|
| <input checked="" type="checkbox"/> No Change | ___ Days Added    |
|   | ___ Days Deducted |

**Cost Basis** (check all that apply)

- |   |                                      |
|---|--------------------------------------|
| <input checked="" type="checkbox"/> Time & Material Not to Exceed | <input type="checkbox"/> Fixed Price |
| <input type="checkbox"/> Allowance (described below)              | <input type="checkbox"/> Unit Price  |

**Your company is authorized and directed to proceed with the following (attach additional sheets if needed):**

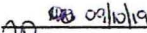

*Please proceed with installing the electric underground as outlined in the approved submittal (260500.1.10E - Shop Drawings) and the underground electrical duct bank for the Pedestrian Bridge. Credit is required for original scope of work + provide size of trench excavations.*

**Justification:**

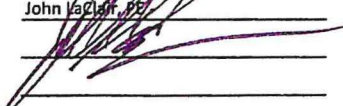
*LeChase proposed installing the electric underground in lieu of installing it through the precast mouse holes. This was acceptable by CHA and TCCo*

**Special Notice:** This Change Directive identifies satisfaction of all compensation and time adjustments related to this change in the Work

**Construction Manger Recommendation**

Name Robert Wagner  
 Signature   
 Date 

**Contracting Authority Approval**

Name John LaClair, PE  
 Signature   
 Date \_\_\_\_\_



CHANGE ORDER REQUEST BREAKDOWN SUMMARY SHEET

Project Name: ACAA - 989-GCR  
 Building / Area: Exterior NW

PCO #:  
 COR #:

Subcontractor/Vendor: Wm. J Keller & Sons Construction Corp.  
 BP #: 989-GCR  
 Change Order Source:

Item No.	WBS/CSI Cost Code	Description	Materials & Equipment				Subcontract				Fully Burdened Labor Rate						Duration			
			Qty	Unit	Unit Cost	Subtotal	Qty	Unit	Unit Cost	Subtotal	Straight Hours	Time + 1/2 Hours	Double Time Hours	Labor Costs			Total	Start	Finish	
														Straight Time	EO Time & 1/2	EO Double Time				
	Ped bldg. interior	Foreman								6	1	0	\$ 82.09	\$ 108.92	\$ 135.73	\$	601.46			
		Operator								6	1	0	\$ 79.75	\$ 105.42	\$ 131.10	\$	583.92			
		Laborer								6	1	0	\$ 61.41	\$ 79.64	\$ 97.89	\$	448.10			
		Laborer								6	1	0	\$ 61.41	\$ 79.64	\$ 97.89	\$	448.10			
		CAT 303 Excavator	7	HR	\$ 45.00	\$ 315.00														
		Plate Tamper	4	HR	\$ 20.00	\$ 80.00														
	Between garage and ped. Bldg. Need to cross 4" water, gas, storm, forcemain	Foreman								10	2	0	\$ 82.09	\$ 108.92	\$ 135.73	\$	1,038.74			
		Operator								10	2	0	\$ 79.75	\$ 105.42	\$ 131.10	\$	1,008.34			
		Laborer								10	2	0	\$ 61.41	\$ 79.64	\$ 97.89	\$	773.38			
		Laborer								10	2	0	\$ 61.41	\$ 79.64	\$ 97.89	\$	773.38			
		Teamster								10	2	0	\$ 61.58	\$ 79.04	\$ 96.52	\$	773.88			
		Tri-axe dump truck	8	HR	\$ 40.00	\$ 320.00														
		Kobelco SK 70 Excavator	12	HR	\$ 49.00	\$ 588.00														
		Plate Tamper	8	HR	\$ 20.00	\$ 160.00														
		Item 4	31.68	CY	\$ 14.25	\$ 451.44														
			Net Subtotals:				\$1,914.44	Net Subtotals:				\$0.00	74	14	0	\$0.00	826.28	1,021.74	\$6,449.30	
			Total SGA & OH+P				\$191.44	Total SGA & OH+P				\$0.00	10.00%	Total SGA & OH+P				\$644.93	10.00%	
			Tax (if applicable)				\$0.00	Total				\$0.00	Total Labor:				\$7,094.23			
			Total				\$2,105.88	Total				\$0.00	Total Materials, Subcontract & Labor, & OH+P:				\$9,200.11			

CHANGE ORDER REQUEST



Contractor: Nfrastructure  
Contractor COR #: \_\_\_\_\_  
Bid Package #: 989-GC Bulletin 03 [IB3-PEC] 05/22/19

Albany Airport Parking Garage 989-GCR  
Date: 09/19/19  
PCO #: DCO-004  
Building/Area: PB

Change Order Reference Document:

RFI #: \_\_\_\_\_ Bulletin #: \_\_\_\_\_ Other: \_\_\_\_\_

Description of Change:

DEDUCTIVE CHANGE ORDER TO MOVE OVERHEAD CONDUIT TO UNDERGROUND ACROSS THE PEDESTRIAN BRIDGE

Justification

Change Order Attachment List:

- 1. COR cover page 4
- 2. COR Reference Doc 5
- 3. Subcontractor backup 6

Commercial Verification of Price:

- 1. Verification of unit rates consistent with contract 4
- 2. Verification of quantities and locations 5
- 3 6

Schedule Impact:

- A - Zero / Noncritical Impact to Schedule
- B - Impact Critical, Recoverable w/ Overtime
- C - Impact Critical, Not Recoverable

Days to Complete Added Scope:

Current Contract Completion Date	Adjusted Contract Completion Date:

For both B and C: Attached detailed description of impact. List milestones impacted & state why. Attach schedule showing the impact & a recovery schedule.

Signatory Approval

Subcontractor: Name: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_

LeChase: Name: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_

Owner: Name: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_

Name: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_

Request Termination:

- Voided Explanation: \_\_\_\_\_
- Denied



**CHANGE ORDER REQUEST BREAKDOWN SUMMARY SHEET**

Project Name: Albany Airport Parking Garage 989-GCR  
 Building / Area: Parking Garage

MWBE Participatoin:		Percentage Overall
MBE		#REF!
WBE		#REF!

PCO #: 4  
 COR #:

Subcontractor/Vendor: Infrastructure  
 BP #: PEDESTRIAN BRIDGE UG DEDUCT  
 Change Order Source:

Item No.	WBS/CSI Cost Code	Description	Materials & Equipment				Subcontract				Fully Burdened Labor Rate				Duration		MBE Contractor Total	WBE Contractor Total					
			Qty	Unit	Unit Cost	Subtotal	Qty	Unit	Unit Cost	Subtotal	Straight Hours	Time + 1/2 Hours	Double Time Hours	Labor Costs	EO Time & 1/2	EO Double Time			Total	Start	Finish		
1	OVERHEAD	OVERHEAD FEEDER CREDIT	1		-\$2,503.48	(\$2,503.48)														#REF!	#REF!		
2	UNDERGROUND	UNDERGROUND FEEDER COST	1		\$1,509.02	\$1,509.02															#REF!	#REF!	
																					#REF!	#REF!	
																						#REF!	#REF!
																						#REF!	#REF!
																						#REF!	#REF!
																						#REF!	#REF!
																						#REF!	#REF!
																						#REF!	#REF!
																						#REF!	#REF!
																						#REF!	#REF!
																						#REF!	#REF!
																						#REF!	#REF!
																						#REF!	#REF!
																						#REF!	#REF!
																						#REF!	#REF!
																						#REF!	#REF!
																						#REF!	#REF!
																						#REF!	#REF!
																						#REF!	#REF!
																						#REF!	#REF!
																						#REF!	#REF!
																						#REF!	#REF!
																						#REF!	#REF!
																						#REF!	#REF!
																						#REF!	#REF!
																						#REF!	#REF!
																						#REF!	#REF!
																						#REF!	#REF!
																						#REF!	#REF!
																						#REF!	#REF!
																						#REF!	#REF!
																						#REF!	#REF!
Net Subtotals:					(\$994.48)			Net Subtotals:			\$0.00	(38)	0	0	\$0.00	0.00	0.00			\$-6,094.44	#REF!	#REF!	
Total SGA & OH+P:					(\$99.48)		10.00%				\$0		10.00%								\$0.00		0.00%
Tax (if applicable):					\$0.00						\$0.00										\$0.00		
Total:					(\$1,093.96)			Total:			\$0										\$-6,094.44		
															Total Labor:				\$-6,094.44				
															Total Materials, Subcontract & Labor, & OH+P:				\$-7,188.35				

DATED: 9/9/19

PCO #LC-0001



Albany Intl Airport #1934303

# LeChase Construction Services, LLC

Capital District Office  
220 Harborside Drive SUITE 301  
Schenectady, New York 12305

Phone: (518) 388-9200

Fax: (518) 388-9206

Website: [www.LeChase.com](http://www.LeChase.com)

**Description of Change:** Provide 70 LF of ductbank for concrete. Include Fibermesh Concrete ONLY. No reinforcing bar

Labor:	6 men x \$72/ hour x 4 hours	\$1,728.00
Materials:	10 CY with waste	\$1,300.00
Equipment:	NA	

Subtotal: \$3,028.00

10% OH/P \$3,482.20

Subcontractors: (see back-up attached)

Subs \$0.00

10% O & P \$0.00

LeChase & Subs \$3,482.20

Total \$3,482

Time Change: Extension of (0) days is required.  
Completion Date is .....



the 1990s, the number of people in the world who are under 15 years of age is expected to increase from 1.1 billion to 1.5 billion.

As a result of the demographic changes, the number of children in the world is expected to increase from 1.1 billion in 1990 to 1.5 billion in 2000. The number of children in the world is expected to increase from 1.1 billion in 1990 to 1.5 billion in 2000.

The number of children in the world is expected to increase from 1.1 billion in 1990 to 1.5 billion in 2000. The number of children in the world is expected to increase from 1.1 billion in 1990 to 1.5 billion in 2000.

The number of children in the world is expected to increase from 1.1 billion in 1990 to 1.5 billion in 2000. The number of children in the world is expected to increase from 1.1 billion in 1990 to 1.5 billion in 2000.

The number of children in the world is expected to increase from 1.1 billion in 1990 to 1.5 billion in 2000. The number of children in the world is expected to increase from 1.1 billion in 1990 to 1.5 billion in 2000.

The number of children in the world is expected to increase from 1.1 billion in 1990 to 1.5 billion in 2000. The number of children in the world is expected to increase from 1.1 billion in 1990 to 1.5 billion in 2000.

The number of children in the world is expected to increase from 1.1 billion in 1990 to 1.5 billion in 2000. The number of children in the world is expected to increase from 1.1 billion in 1990 to 1.5 billion in 2000.

The number of children in the world is expected to increase from 1.1 billion in 1990 to 1.5 billion in 2000. The number of children in the world is expected to increase from 1.1 billion in 1990 to 1.5 billion in 2000.

The number of children in the world is expected to increase from 1.1 billion in 1990 to 1.5 billion in 2000. The number of children in the world is expected to increase from 1.1 billion in 1990 to 1.5 billion in 2000.

The number of children in the world is expected to increase from 1.1 billion in 1990 to 1.5 billion in 2000. The number of children in the world is expected to increase from 1.1 billion in 1990 to 1.5 billion in 2000.

The number of children in the world is expected to increase from 1.1 billion in 1990 to 1.5 billion in 2000. The number of children in the world is expected to increase from 1.1 billion in 1990 to 1.5 billion in 2000.



# Change Order Request

LeChase Construction Services, LLC  
220 Harborside Drive, Suite 301  
Schenectady, NY 12305  
Phone: 518-388-9200

Date: 9/18/2019

Owner : Albany County Airport Authority

Project: 1934006 - Albany Airport Parking Garage - 989-GCR

Reason:

Change Order Request # : 10 - RFI 125.1

Description of Change: Remove and replace existing storm drains and associated piping at pedestrian bridge.

*No additional time required.*

Description	Scope of Work	Cost
Earthwork	Furnish and install all material, labor and equipment needed to remove and install new underground drainage piping on west side of pedestrian building due to poor condition of existing pipe we are tying into.	2,433.29
	Subtotal of Costs	<u>2,433.29</u>
<b>Change Order Add Ons</b>		
	Fee	121.17
	GL Insurance	25.96
	P&P Bond	15.58
	<b>Total For Change Order Request</b>	<u><u>2,596.00</u></u>

Albany County Airport Authority

LeChase Construction Services, LLC

Other: If Applicable

Print: \_\_\_\_\_

Print: \_\_\_\_\_

Print: \_\_\_\_\_

Signed: \_\_\_\_\_

Signed: \_\_\_\_\_

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_



**CHANGE ORDER REQUEST BREAKDOWN SUMMARY SHEET**

Project Name: ACAA - 989-GCR  
 Building / Area: West side Ped. Bldg.

PCO #:  
 COR #:

Subcontractor/Vendor: Wm. J Keller & Sons Construction Corp.  
 BP #: 989-GCR

Change Order Source:

Item No.	WBS/CSI Cost Code	Description	Materials & Equipment				Subcontract				Fully Burdened Labor Rate						Duration			
			Qty	Unit	Unit Cost	Subtotal	Qty	Unit	Unit Cost	Subtotal	Straight Hours	Time + 1/2 Hours	Double Time Hours	Labor Costs			Total	Start	Finish	
														Straight Time	EO Time & 1/2	EO Double Time				
	Roof drain	Foreman								6	0	0	\$ 82.09	\$ 108.92	\$ 135.73	\$	492.54			
		Operator								6	0	0	\$ 79.75	\$ 105.42	\$ 131.10	\$	478.50			
		Laborer								6	0	0	\$ 61.41	\$ 79.64	\$ 97.89	\$	368.46			
		Laborer								6	0	0	\$ 61.41	\$ 79.64	\$ 97.89	\$	368.46			
		CAT 303 Excavator	6	HR	\$ 45.00	\$ 270.00														
		Stihl pipe saw	2	HR	\$ 10.00	\$ 20.00														
		4" SDR-35	28	LF	\$ 1.99	\$ 55.72														
		4" Misc. bends	5	EA	\$ 18.00	\$ 90.00														
		# 1 & # 2 Stone	3	CY	\$ 22.80	\$ 68.40														
																\$0.00				
Net Subtotals:			\$504.12				Net Subtotals:				\$0.00	24	0	0	\$0.00	373.62	462.61	\$1,707.96		
Total SGA & OH+P			\$50.41 10.00%				Total SGA & OH+P			\$0.00	10.00%	Total SGA & OH+P			\$170.80	10.00%				
Tax (If applicable)			\$0.00				Total			\$0.00		Total Labor:			\$1,878.76					
Total			\$554.53				Total			\$0.00		Total Materials, Subcontract & Labor, & OH+P:			\$2,433.29					





## Wagner, Robert C - (NYN)

---

**From:** Ryan Faulkner <Ryan.Faulkner@leCHASE.com>  
**Sent:** Saturday, November 2, 2019 8:07 AM  
**To:** Wagner, Robert C - (NYN); Riehl, Eric - (NYN)  
**Subject:** REVISED COR 025 - Bulletin 14

LeChase is voiding this COR and considering it a zero cost change

Best,  
*Ryan*

## LeCHASECONSTRUCTION

**Ryan M. Faulkner, CPC** | *Project Executive*  
220 Harborside Dr. Ste. 301 | Schenectady, NY 12305  
c 607.343.9150 | p 518.388.9200 | f 518.388.9206  
[www.leCHASE.com](http://www.leCHASE.com)



### CONFIDENTIALITY NOTICE:

This email and any attachments may contain confidential and privileged information. If you are not the intended recipient, please notify the sender immediately by return email, delete this email and destroy any copies. Any dissemination or use of this information by a person other than the intended recipient is not authorized and may be illegal. Please note that any views or opinions presented in this E-mail are solely those of the author and do not necessarily represent those of LeChase Construction Services. Finally, the recipient should check this E-mail and any attachments for the presence of viruses. LeChase accepts no liability for any damage caused by any virus transmitted by this E-mail. Upon transmission this E-mail has been scanned for malicious software and has been found free of infection.



# Change Order Request

LeChase Construction Services, LLC  
220 Harborside Drive, Suite 301  
Schenectady, NY 12305  
Phone: 518-388-9200

Date: 10/8/2019

Owner : Albany County Airport Authority

Project: 1934006 - Albany Airport Parking Garage - 989-GCR

## Reason:

Change Order Request # : 25 - PCO 025 - Bulletin 14

Description of Change: PCO 025 - Bulletin 14-

The columns supporting the canopy and the related curbed islands at the east entry plaza were shifted to avoid conflict with the existing glycol line. Spot grades in this area have been altered to match the updated layout plan of the entry plaza.

NO TIME EXTENSION REQUIRED

Description	Scope of Work	Cost
Earthwork		1,409.00
	Subtotal of Costs	1,409.00
<b><u>Change Order Add Ons</u></b>		
	Fee	70.00
	GL Insurance	15.00
	P&P Bond	9.00
	<b>Total For Change Order Request</b>	<b>1,503.00</b>

Albany County Airport Authority

LeChase Construction Services, LLC Other: If Applicable

Print: \_\_\_\_\_

Print: FAULKNER

Print: \_\_\_\_\_

Signed: \_\_\_\_\_

Signed: \_\_\_\_\_

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_



**INFORMATION BULLETIN No. 14**

**Project Name:** ALBANY COUNTY AIRPORT AUTHORITY    **No.:** IB14-C-01  
989-GCR Contract – GENERAL CONSTRUCTION RESUBMIT

**Date:** 9-10-19

**Description:**

East Entry Plaza Grades

**Information:**

The columns supporting the canopy and the related curbed islands at the east entry plaza were shifted to avoid conflict with the existing glycol line. Spot grades in this area have been altered to match the updated layout plan of the entry plaza.

**IB Status:**

**CLARIFICATION** - This serves as a clarification to the Contract Documents. Contractor to proceed with this work. No Cost and/or Schedule Impact.

**FOR PRICING** - Contractor to proceed with this work only after receiving written direction to proceed.

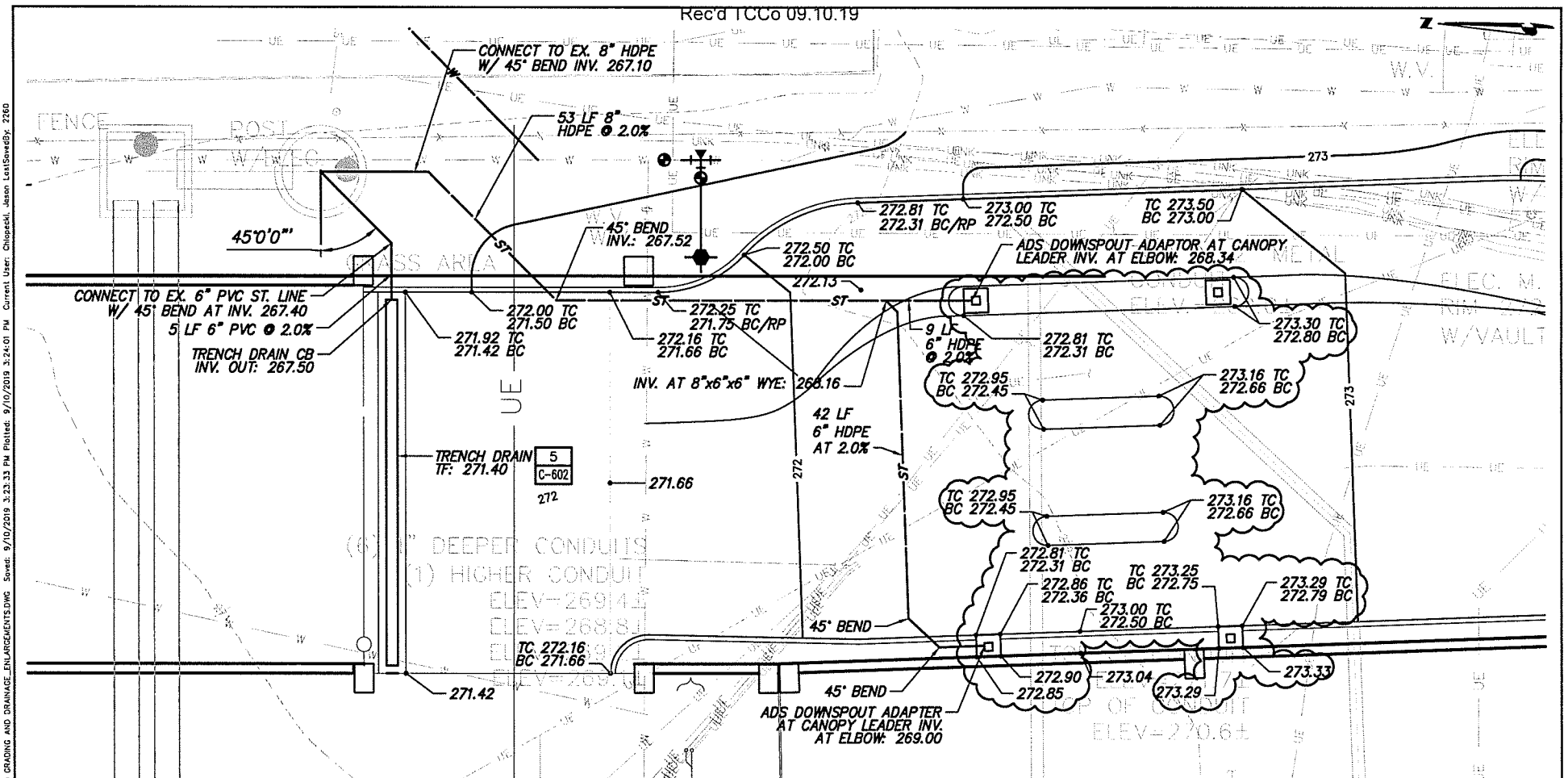
**NOTICE TO CONTRACTOR:** Unless this is a Clarification, Price Quotations are required within 5 days of this notice, and MUST include Labor, Material and Equipment breakdown as required.

**Comments:**

[Empty box for comments]

**Generated By:** Ron Treers, CHA

Rec'd TCC6 09.10.19



File: V:\PROJECTS\ANY\35031\CADD\CAD\C-310 GRADING AND DRAINAGE ENLARGEMENTS.DWG. Saved: 9/10/2019 3:23:33 PM Plotted: 9/10/2019 3:24:01 PM Current User: Chappell, Jason LastSavedBy: 2260

Drawing Copyright © 2019

111 Winery Circle, PO Box 5269  
Albany, NY 12205-0269  
518.453.4502 • www.chainpalettes.com

Capital Source Albany

ALBANY INTERNATIONAL AIRPORT PARKING GARAGE  
GARAGE GENERAL CONSTRUCTION

DRAWING NAME:  
**REVISED PLAZA GRADES**

(ALTERS DRAWING C-310)

PROJECT No.:  
35034

DATE:  
09/10/2019

DRAWING No.:  
**IB14-C-01**

### CHANGE ORDER REQUEST



**Contractor:**                         Keller                          
**Contractor COR #:** \_\_\_\_\_  
**Bid Package #:**                         989-GCR                        

**Date:**                         09/25/19                          
**PCO #:** \_\_\_\_\_  
**Building/Area:**                         east                        

**Change Order Reference Document:**

**RFI #:** \_\_\_\_\_ **Bulletin #:**                         14                         **Other:** \_\_\_\_\_

**Description of Change:**

Revised grades on east side of site per bulletin 14

**Justification**

Revised grades on east side of site per bulletin 14

**Change Order Attachment List:**

- |                         |   |
|-------------------------|---|
| 1. COR cover page       | 4 |
| 2. COR Reference Doc    | 5 |
| 3. Subcontractor backup | 6 |

**Commercial Verification of Price:**

- |  |   |
|--|---|
| 1. Verification of unit rates consistent with contract | 4 |
| 2. Verification of quantities and locations            | 5 |
| 3  | 6 |

**Schedule Impact:**

<input checked="" type="checkbox"/> A - Zero / Noncritical Impact to Schedule  <input type="checkbox"/> B - Impact Critical, Recoverable w/ Overtime  <input type="checkbox"/> C - Impact Critical, Not Recoverable	<table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th colspan="2" style="text-align: center;">Days to Complete Added Scope:</th> </tr> </thead> <tbody> <tr> <td style="text-align: center; padding: 2px;">0.5</td> <td style="width: 50px;"></td> </tr> <tr> <td style="text-align: center; font-size: small;">Current Contract Completion Date</td> <td style="text-align: center; font-size: small;">Adjusted Contract Completion Date:</td> </tr> <tr> <td style="height: 15px;"></td> <td style="height: 15px;"></td> </tr> </tbody> </table>	Days to Complete Added Scope:		0.5		Current Contract Completion Date	Adjusted Contract Completion Date:		
Days to Complete Added Scope:									
0.5									
Current Contract Completion Date	Adjusted Contract Completion Date:								

For both B and C: Attached detailed description of impact. List milestones impacted & state why. Attach schedule showing the impact & a recovery schedule.

**Signatory Approval**

Subcontractor:	Jameson Phillips	<b>Estimator / PM</b>	09/25/19
	Name:	Title:	Date
LeChase:		Title:	Date
	Name:	Title:	Date
Owner:		Title:	Date
	Name:	Title:	Date

**Request Termination:**

<input type="checkbox"/>	<b>Voided</b>	<b>Explanation:</b>
<input type="checkbox"/>	<b>Denied</b>	







# Change Order Request

LeChase Construction Services, LLC  
220 Harborside Drive, Suite 301  
Schenectady, NY 12305  
Phone: 518-388-9200

Date: 10/9/2019

Owner : Albany County Airport Authority

Project: 1934006 - Albany Airport Parking Garage - 989-GCR

Reason:

---

Change Order Request # : 26 - PCO 040 - RFI 120

Description of Change: This COR is for all additional work as directed in RFI 120. No Time Extension Required.

---

Description	Scope of Work	Cost
Structural Steel	All additional work associated with RFI 120	1,751.00
	<b>Subtotal of Costs</b>	<b>1,751.00</b>
 <b>Change Order Add Ons</b>		
	Fee	88.00
	GL Insurance	19.00
	P&P Bond	11.00
	<b>Total For Change Order Request</b>	<b>1,869.00</b>

---

Albany County Airport Authority

LeChase Construction Services, LLC

Other: If Applicable

Print: \_\_\_\_\_

Print: \_\_\_\_\_

Print: \_\_\_\_\_

Signed: \_\_\_\_\_

Signed: \_\_\_\_\_

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_





TCCo New York North  
1 Computer Drive South  
Albany, New York 12205  
Phone: (518) 432-0277  
Fax: (518) 432-0279

Project: 190154 - 989 [Parking Garage] Albany Airport  
737 Albany Shaker Road  
Albany, New York 12205  
Phone: (518) 852-1093

### [989 GC] Pedestrian Bridge Bent Plate Detail

<b>TO:</b>	Cody Messier (Bergmann Architects + Engineers )	<b>FROM:</b>	Zachary Johnson (LeChase Construction [989-GC]) 229 Harborside Drive, Suite #301 Schenectady, New York 12305
<b>DATE INITIATED:</b>	07/26/2019	<b>STATUS:</b>	Closed
<b>LOCATION:</b>		<b>DUE DATE:</b>	07/26/2019
<b>PROJECT STAGE:</b>	Pre-Construction	<b>COST CODE:</b>	
<b>SUB JOB:</b>		<b>SCHEDULE IMPACT:</b>	TBD
<b>COST IMPACT:</b>	TBD	<b>SPEC SECTION:</b>	051200 [989-GC] - Structural Steel Framing (Pedestrian Bridge)
<b>DRAWING NUMBER:</b>	PB-S-502	<b>REFERENCE:</b>	
<b>LINKED DRAWINGS:</b>	<a href="#">PB-S-502</a> , <a href="#">PB-S-503</a>		

**RECEIVED FROM:** Zachary Johnson (LeChase Construction [989-GC])

**COPIES TO:**

Sonia Bangalore (Parsons ), Joe Johnson (Creighton Manning), Christopher Kovary, RA (Parsons ), John LaClair, PE (Albany County Airport Authority), Rich LaRose, AIA (CHA - Clough Harbor ), John O'Donnell, PE (Albany County Airport Authority), Eric Riehl (Turner Special Projects Division), Howard Unger, PE (Parsons )

**Question from Zachary Johnson (LeChase Construction [989-GC]) at 03:10 PM on 07/23/2019**

There may be a discrepancy on the contract drawings as follows:  
At the Pedestrian Bridge (PB-S-101), Section 3/PB-S-301 is cut and refers to Section 4/PB-S-503. This detail refers to BENT PLATE PER 8/PB-S-502.  
Detail 8/PB-S-502 is not a condition showing any Bent plate pour stop at the edge of slab.  
Please clarify if the Horizontal studs attached to the vertical leg of the bent plate are a requirement for the Pedestrian Bridge Slab. Sim to 9/PB-502.

**Attachments:**

[Bent Plate Detail on Ped Bridge STS RFI #-015.pdf](#)

**Official Response:** Cody Messier (Bergmann Architects + Engineers ) responded on Friday, July 26th, 2019 at 8:12AM EDT

Headed stud anchors are required. 4/PB-S-503 should indicate 9/PB-S-502 and not 8/PB-S-502.

**Attachments:**

BY \_\_\_\_\_

DATE \_\_\_\_\_

COPIES TO \_\_\_\_\_



# CONTRACT CHANGE NOTICE

STS Steel, Inc.  
10 Rush Street  
Schenectady, NY 12305  
PHONE (518) 370-2693  
FAX (518) 370-2696

**TO:** LeChase Construction Service  
220 Harborside Dr, Suite 301  
Schenectady, NY 12305

**Date:** August 1, 2019  
*Rev 1: 09/30/19*

**ATTN:** Zachary Johnson

**STS Job #** 1903

**RE:** Albany Int Airport – Parking Garage  
Contract 989- GCR

**C.C.N.** #1903-05 Rev 1

---

## CONTRACT CHANGE NOTICE # 05 R1

---

**Description:** RFI #120 Response indicated the requirement of horizontal headed studs on the vertical leg of bent plate at the pedestrian bridge slab. Added a total of 98 studs to framing details.

Shear Studs (98 @ \$4.00ea)	\$	392.00	
Shop Labor (10hrs @ \$75/hr)	\$	750.00	
Detailing	\$	450.00	
Subtotal	\$	1,592.00	
10% -15% OH&P	<del>\$</del>	<del>239.00</del>	\$159.00
STS Add	<del>\$</del>	<del>1,831.00</del>	
			\$1,751.00

The cost to provide labor and materials for the scope of work above is:

**ONE THOUSAND EIGHT HUNDRED THIRTY ONE DOLLARS** ~~(\$1,831.00)~~  
\$1,751.00

Documents:

STS Steel RFI #15 and LeChase RFI #120 Response dated 7/26/19

We have proceeded with this change. Please issue a change order as soon as possible.

Submitted By:



Jeremy Krupa - PM



The first part of the document discusses the importance of maintaining accurate records of all transactions. It emphasizes that every entry, no matter how small, should be recorded to ensure the integrity of the financial statements. This includes not only sales and purchases but also expenses, income, and any other financial activity.

The second part of the document provides a detailed breakdown of the accounting process. It starts with the identification of the accounting cycle, which consists of eight steps: identifying the accounting cycle, analyzing and journalizing the business transactions, posting to the ledger, preparing a trial balance, adjusting the accounts, preparing financial statements, and closing the books. Each step is explained in detail, with examples and practical advice.

The third part of the document focuses on the preparation of financial statements. It covers the balance sheet, the income statement, and the statement of owner's equity. It explains how these statements are derived from the accounting records and how they provide a comprehensive view of the company's financial health.

The fourth part of the document discusses the importance of internal controls. It outlines various control procedures, such as segregation of duties, authorization, and regular audits, to prevent errors and fraud. It also emphasizes the need for a strong internal control system to ensure the accuracy and reliability of the financial information.

The fifth part of the document covers the final steps of the accounting process, including the closing of the books and the preparation of the final financial statements. It explains how the temporary accounts are closed to the permanent accounts and how the final financial statements are prepared and presented.

# Change Order Request

LeChase Construction Services, LLC  
220 Harborside Drive, Suite 301  
Schenectady, NY 12305  
Phone: 518-388-9200

Date: 10/9/2019

Owner : Albany County Airport Authority

Project: 1934006 - Albany Airport Parking Garage - 989-GCR

Reason:

Change Order Request # : 28 - PCO 052 - RFI 202

Description of Change: This COR is for all additional work associated with the direction provided in RFI 202. No time extension required.

Description	Scope of Work	Cost
Earthwork	T&M 10/3 & 10/7	2,442.00
	<b>Subtotal of Costs</b>	<b>2,442.00</b>
<b>Change Order Add Ons</b>		
	Fee	122.00
	GL Insurance	26.00
	P&P Bond	16.00
	<b>Total For Change Order Request</b>	<b>2,606.00</b>

Albany County Airport Authority

LeChase Construction Services, LLC

Other: If Applicable

Print: \_\_\_\_\_

Print: \_\_\_\_\_

Print: \_\_\_\_\_

Signed: \_\_\_\_\_

Signed: \_\_\_\_\_

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_





TCCo New York North  
 1 Computer Drive South  
 Albany, New York 12205  
 Phone: (518) 432-0277  
 Fax: (518) 432-0279

Project: 190154 - 989 [Parking Garage] Albany Airport  
 737 Albany Shaker Road  
 Albany, New York 12205  
 Phone: (518) 852-1093

## [989 GC] Gas Line Conflict

<b>TO:</b>	Ron Treers, RLA (CHA - Clough Harbor )	<b>FROM:</b>	Zachary Johnson (LeChase Construction [989-GC])
<b>DATE INITIATED:</b>	09/24/2019		229 Harborside Drive, Suite #301
<b>LOCATION:</b>	Pedestrian Bridge		Schenectady, New York 12305
<b>PROJECT STAGE:</b>	Course of Construction	<b>STATUS:</b>	Closed
<b>SUB JOB:</b>		<b>DUE DATE:</b>	09/27/2019
<b>COST IMPACT:</b>	TBD	<b>COST CODE:</b>	
<b>DRAWING NUMBER:</b>		<b>SCHEDULE IMPACT:</b>	TBD
<b>LINKED DRAWINGS:</b>		<b>SPEC SECTION:</b>	334100 [989-SF] - Storm Utility Drainage Piping
		<b>REFERENCE:</b>	

**RECEIVED FROM:** Zachary Johnson (LeChase Construction [989-GC])

**COPIES TO:**

Sonia Bangalore (Parsons ), Joe Johnson (Creighton Manning), Christopher Kovary, RA (Parsons ), John LaClair, PE (Albany County Airport Authority), Rich LaRose, AIA (CHA - Clough Harbor ), John O'Donnell, PE (Albany County Airport Authority), Eileen O'Neil (Ambient Environmental Inc.), Eric Riehl (Turner Special Projects Division), Howard Unger, PE (Parsons )

### Question from Zachary Johnson (LeChase Construction [989-GC]) at 02:33 PM on 09/24/2019

At the pedestrian bridge our new storm line that will accommodate the pedestrian building roof drains conflicts with the existing gas line that runs from east to west. See the attached drawing for the specific location of conflict and also the attached photo of the conflict in the field. Please advise how we are to proceed.

**Attachments:**

[C-301 Gas Line Conflict.pdf](#)

**Official Response:** Ron Treers, RLA (CHA - Clough Harbor ) responded on Monday, September 30th, 2019 at 4:23PM EDT

Suggest lowering the gas line to avoid the conflict with the storm line. The storm line is already at minimum pitch with minimal cover.

**Attachments:**

BY \_\_\_\_\_

DATE \_\_\_\_\_

COPIES TO \_\_\_\_\_

DAILY RECORD OF WORK AUTHORIZED, NOT INCLUDED IN CONTRACT

Contract:	19-01 / 989-GCR				Owner:	LeChase				Date:	10/5/2019 Saturday					
Item No. or Description:	T&M - Gas Main															
LABOR							MATERIALS				EQUIPMENT					
Name	Labor Classification	Hours		Rates (\$)		Total	Material	Quant.	Cost	Tax	Total	Description	Hours	Rate	Total	
		Reg.	O.T.	Reg.	O.T.											
Paul D.	Foreman	0.00	1.50	\$ 82.09	\$ 108.92	\$ 163.38	none				\$ -	F-350 Utility Truck	1.50	\$29.00	\$ 43.50	
Jim S.	Operator	0.00	1.50	\$ 79.75	\$ 105.42	\$ 158.13					\$ -	Kubota 035 EX	1.50	\$40.00	\$ 60.00	
Bruce V.	Laborer	0.00	1.50	\$ 61.41	\$ 79.64	\$ 119.46					\$ -				\$ -	
Frank C.	Laborer	0.00	1.50	\$ 61.41	\$ 79.64	\$ 119.46					\$ -				\$ -	
						\$ -					\$ -				\$ -	
						\$ -					\$ -				\$ -	
						\$ -					\$ -				\$ -	
						\$ -					\$ -				\$ -	
						\$ -					\$ -				\$ -	
						\$ -					\$ -				\$ -	
						\$ -					\$ -				\$ -	
						\$ -					\$ -				\$ -	
						\$ -					\$ -				\$ -	
						\$ -					\$ -				\$ -	
						\$ -					\$ -				\$ -	
						\$ -					\$ -				\$ -	
						\$ -					\$ -				\$ -	
Labor Total:						\$ 560.43	Material Total:				\$ -	Equipment Total:				\$ 103.50
Grand Total =						\$ 664	10% OH&P =				\$	730				

Statement of Work Accomplished: T&M: Excavate and hand dig to locate gas main. Excavated under gas main to discover that the gas main elevation will interfere with new drainage pipe installation.

CERTIFICATION: I certify to the best of my knowledge and belief, that the equipment used on this work was of the proper size and that the account herein shown is an accurate statement of the labor, materials and equipment used on this day

Signed: Jameson Phillips / 10/5/2019  
For Contractor      Date      For Owner      Date



WM. J. Keller and Sons Construction Corporation  
DAILY RECORD OF WORK AUTHORIZED, NOT INCLUDED IN CONTRACT

Contract:		19-01 / 989-GCR				Owner:		LeChase			Date:		10/3/2019 Thursday				
Item No. or Description:		T&M - Excavate and lower gas main within admin lot due to storm conflict															
Name	Labor Classification	LABOR				Total	MATERIALS					EQUIPMENT					
		Hours		Rates (\$)			Material	Quant.	Cost	Tax	Total	Description	Hours	Rate	Total		
		Reg.	O.T.	Reg.	O.T.												
Corey S.	Foreman	1.00	0.00	\$ 82.09	\$ 108.92	\$ 82.09	none				\$ -	Kubota KX 121 Mini-Excavator	5.00	\$45.00	\$ 225.00		
Jared F.	Operator	5.00	0.00	\$ 79.75	\$ 105.42	\$ 398.75					\$ -				\$ -		
Kyle J.	Laborer	5.00	0.00	\$ 61.41	\$ 79.64	\$ 307.05					\$ -				\$ -		
						\$ -					\$ -				\$ -		
						\$ -					\$ -				\$ -		
						\$ -					\$ -				\$ -		
						\$ -					\$ -				\$ -		
						\$ -					\$ -				\$ -		
						\$ -					\$ -				\$ -		
						\$ -					\$ -				\$ -		
						\$ -					\$ -				\$ -		
						\$ -					\$ -				\$ -		
						\$ -					\$ -				\$ -		
						\$ -					\$ -				\$ -		
						\$ -					\$ -				\$ -		
						\$ -					\$ -				\$ -		
Labor Total:						\$ 787.89	Material Total:					\$ -	Equipment Total:				\$ 225.00
Grand Total =						\$ 1,013	10% OH&P =					\$	1,114				

Statement of Work Accomplished: T&M: excavate and lower gas main from CB-B to the east in order to get 12" HDPE running north out of CB-B over the gas main.

CERTIFICATION: I certify to the best of my knowledge and belief, that the equipment used on this work was of the proper size and that the account herein shown is an accurate statement of the labor, materials and equipment used on this day

Signed: Jameson Phillips 10/3/2019  
For Contractor Date \_\_\_\_\_ \_\_\_\_\_  
For Owner Date





WM. J. Keller and Sons Construction Corporation  
 DAILY RECORD OF WORK AUTHORIZED, NOT INCLUDED IN CONTRACT

Contract:		19-01 / 989-GCR				Owner:		LeChase				Date:		10/7/2019 Monday			
Item No. or Description:		T&M - Backfill gas main															
Name	Labor Classification	LABOR				Total	MATERIALS					EQUIPMENT					
		Hours		Rates (\$)			Material	Quant.	Cost	Tax	Total	Description	Hours	Rate	Total		
		Reg.	O.T.	Reg.	O.T.												
Corey S.	Foreman	2.00	0.00	\$ 82.09	\$ 108.92	\$ 164.18	none				\$ -	Kobelco SK 160 Excavator	2.00	\$75.00	\$ 150.00		
Jared F.	Operator	2.00	0.00	\$ 79.75	\$ 105.42	\$ 159.50					\$ -	Bomag BW 177 Roller	1.00	\$50.00	\$ 50.00		
						\$ -					\$ -	Reversible Plate Tamper	1.00	\$20.00	\$ 20.00		
						\$ -					\$ -				\$ -		
						\$ -					\$ -				\$ -		
						\$ -					\$ -				\$ -		
						\$ -					\$ -				\$ -		
						\$ -					\$ -				\$ -		
						\$ -					\$ -				\$ -		
						\$ -					\$ -				\$ -		
						\$ -					\$ -				\$ -		
						\$ -					\$ -				\$ -		
						\$ -					\$ -				\$ -		
						\$ -					\$ -				\$ -		
Labor Total:						\$ 323.68	Material Total:					\$ -	Equipment Total:				\$ 220.00
Grand Total =						\$ 544	10% OH&P =					\$	598				

Statement of Work Accomplished: T&M: Backfill gas main that was lowered to run storm pipe to pedestrian building.

CERTIFICATION: I certify to the best of my knowledge and belief, that the equipment used on this work was of the proper size and that the account herein shown is an accurate statement of the labor, materials and equipment used on this day

Signed: Jameson Phillips 10/7/2019  
 For Contractor Date

\_\_\_\_\_  
 For Owner Date



the 1990s, the number of people aged 65 and over in the United States is projected to increase from 20 million to 35 million, and the number of people aged 75 and over from 10 million to 15 million (U.S. Census Bureau 1997).

As the number of people aged 65 and over increases, the number of people aged 75 and over increases at a faster rate. The number of people aged 75 and over is projected to increase from 10 million in 1990 to 15 million in 2010, an increase of 50%. The number of people aged 65 and over is projected to increase from 20 million in 1990 to 35 million in 2010, an increase of 75%.

As the number of people aged 75 and over increases, the number of people aged 85 and over increases at a faster rate. The number of people aged 85 and over is projected to increase from 3 million in 1990 to 5 million in 2010, an increase of 67%. The number of people aged 75 and over is projected to increase from 10 million in 1990 to 15 million in 2010, an increase of 50%.

As the number of people aged 85 and over increases, the number of people aged 95 and over increases at a faster rate. The number of people aged 95 and over is projected to increase from 1 million in 1990 to 2 million in 2010, an increase of 100%. The number of people aged 85 and over is projected to increase from 3 million in 1990 to 5 million in 2010, an increase of 67%.

As the number of people aged 95 and over increases, the number of people aged 100 and over increases at a faster rate. The number of people aged 100 and over is projected to increase from 0.5 million in 1990 to 1 million in 2010, an increase of 100%. The number of people aged 95 and over is projected to increase from 1 million in 1990 to 2 million in 2010, an increase of 100%.

As the number of people aged 100 and over increases, the number of people aged 105 and over increases at a faster rate. The number of people aged 105 and over is projected to increase from 0.2 million in 1990 to 0.5 million in 2010, an increase of 150%. The number of people aged 100 and over is projected to increase from 0.5 million in 1990 to 1 million in 2010, an increase of 100%.

As the number of people aged 105 and over increases, the number of people aged 110 and over increases at a faster rate. The number of people aged 110 and over is projected to increase from 0.1 million in 1990 to 0.2 million in 2010, an increase of 100%. The number of people aged 105 and over is projected to increase from 0.2 million in 1990 to 0.5 million in 2010, an increase of 150%.

As the number of people aged 110 and over increases, the number of people aged 115 and over increases at a faster rate. The number of people aged 115 and over is projected to increase from 0.05 million in 1990 to 0.1 million in 2010, an increase of 100%. The number of people aged 110 and over is projected to increase from 0.1 million in 1990 to 0.2 million in 2010, an increase of 100%.

As the number of people aged 115 and over increases, the number of people aged 120 and over increases at a faster rate. The number of people aged 120 and over is projected to increase from 0.02 million in 1990 to 0.05 million in 2010, an increase of 150%. The number of people aged 115 and over is projected to increase from 0.05 million in 1990 to 0.1 million in 2010, an increase of 100%.

# Change Order Request

LeChase Construction Services, LLC  
220 Harborside Drive, Suite 301  
Schenectady, NY 12305  
Phone: 518-388-9200

Date: 10/9/2019

Owner : Albany County Airport Authority

Project: 1934006 - Albany Airport Parking Garage - 989-GCR

**Reason:**

Change Order Request # : 30 - PCO 049 - RFI 209

Description of Change: This COR is for all additional work associated with direction provided in RFI 209. No time extension required.

Description	Scope of Work	Cost
Earthwork		2,105.00
	Subtotal of Costs	<u>2,105.00</u>
<b>Change Order Add Ons</b>		
	Fee	105.00
	GL Insurance	22.00
	P&P Bond	13.00
	<b>Total For Change Order Request</b>	<b><u>2,245.00</u></b>

Albany County Airport Authority

LeChase Construction Services, LLC

Other: If Applicable

Print: \_\_\_\_\_

Print: \_\_\_\_\_

Print: \_\_\_\_\_

Signed: \_\_\_\_\_

Signed: \_\_\_\_\_

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_





TCCo New York North  
 1 Computer Drive South  
 Albany, New York 12205  
 Phone: (518) 432-0277  
 Fax: (518) 432-0279

Project: 190154 - 989 [Parking Garage] Albany Airport  
 737 Albany Shaker Road  
 Albany, New York 12205  
 Phone: (518) 852-1093

## [989 GC] Storm Line Conflict with Existing Electrical Ductbank

<b>TO:</b>	Ron Treers, RLA (CHA - Clough Harbor )	<b>FROM:</b>	Zachary Johnson (LeChase Construction [989-GC])
<b>DATE INITIATED:</b>	10/01/2019		229 Harborside Drive, Suite #301
<b>LOCATION:</b>	Parking Garage		Schenectady, New York 12305
<b>PROJECT STAGE:</b>	Course of Construction	<b>STATUS:</b>	Closed
<b>SUB JOB:</b>		<b>DUE DATE:</b>	10/04/2019
<b>COST IMPACT:</b>	Yes (Unknown)	<b>COST CODE:</b>	
<b>DRAWING NUMBER:</b>		<b>SCHEDULE IMPACT:</b>	Yes (Unknown)
<b>LINKED DRAWINGS:</b>		<b>SPEC SECTION:</b>	
		<b>REFERENCE:</b>	

**RECEIVED FROM:** Zachary Johnson (LeChase Construction [989-GC])

**COPIES TO:**

Sonia Bangalore (Parsons ), Joe Johnson (Creighton Manning), Christopher Kovary, RA (Parsons ), John LaClair, PE (Albany County Airport Authority), Rich LaRose, AIA (CHA - Clough Harbor ), John O'Donnell, PE (Albany County Airport Authority), Eileen O'Neil (Ambient Environmental Inc.), Eric Riehl (Turner Special Projects Division), Howard Unger, PE (Parsons )

### Question from Zachary Johnson (LeChase Construction [989-GC]) at 04:39 PM on 10/01/2019

On the west side of the parking garage we have determined that the storm line exiting one of the precast structures is in direct conflict with the adjacent existing electrical duct bank. Attached is a marked up drawing which shows the location in question and the elevations of the existing electrical duct bank. Please advise how we are to complete the installation of the new storm line in this location.

**Attachments:**

[C-301\\_GRADING AND DRAINAGE PLAN- Conflict Detail.pdf](#)

**Official Response:** Ron Treers, RLA (CHA - Clough Harbor ) responded on Wednesday, October 2nd, 2019 at 5:15PM EDT

Use of PVC pipe and 45 degree bends as shown on the attached sketch is acceptable.

**Attachments:**

[12-in PVC Under Duct Bank.pdf](#)

BY \_\_\_\_\_

DATE \_\_\_\_\_

COPIES TO \_\_\_\_\_



**CHANGE ORDER REQUEST BREAKDOWN SUMMARY SHEET**

Project Name: ACAA - 989-GCR  
 Building / Area: West side of garage

PCO #:  
 COR #:

Subcontractor/Vendor: Wm. J Keller & Sons Construction Corp.  
 BP #: 989-GCR  
 Change Order Source: RFI-209

Ran Into pipe conflict on 12" HDPE exiting 5' CDS on west side of garage. Keller figured on double 45 below existing duct bank with SDR pipe and tying into structure set in SF package.

Item No.	WBS/CSI Cost Code	Description	Materials & Equipment				Subcontract				Fully Burdened Labor Rate							Duration						
			Qty	Unit	Unit Cost	Subtotal	Qty	Unit	Unit Cost	Subtotal	Straight Hours	Time + 1/2 Hours	Double Time Hours	Labor Costs			Total	Start	Finish					
														Straight Time	EO Time & 1/2	EO Double Time								
	Change pipe and depth from CDS 5' to STMH 8'	Foreman								3	0	0	\$ 82.09	\$ 106.92	\$ 135.73	\$	246.27							
		Operator								3	0	0	\$ 79.75	\$ 105.42	\$ 131.10	\$	239.25							
		Laborer								3	0	0	\$ 61.41	\$ 79.64	\$ 97.89	\$	184.23							
		Laborer								3	0	0	\$ 61.41	\$ 79.64	\$ 97.89	\$	184.23							
		Case Mini Ex	2	HR	\$ 45.00	\$ 90.00																		
		Kubota SVL95 Skid Steer	1	HR	\$ 45.00	\$ 45.00																		
		Plate Tamper	6	HR	\$ 20.00	\$ 120.00																		
		12" HDPE	-20	LF	\$ 5.84	\$ (116.80)																		
		12" SDR-35	28	LF	\$ 13.25	\$ 371.00																		
		12" SDR-35 (45 deg bend)	2	EA	\$ 38.62	\$ 77.24																		
		Core drill 8' STMH	1	EA	\$ 450.00	\$ 450.00																		
		Mortar	2	EA	\$ 11.50	\$ 23.00																		
																\$0.00								
<b>Net Subtotals:</b>						\$1,059.44	<b>Net Subtotals:</b>						\$0.00	12	0	0	\$0.00	373.62	462.61	\$853.98				
<b>Total SGA &amp; OH+P</b>						\$105.94	10.00%	<b>Total SGA &amp; OH+P</b>						\$0.00	10.00%	<b>Total SGA &amp; OH+P</b>						\$85.40	10.00%	
<b>Tax (if applicable)</b>						\$0.00	<b>Tax (if applicable)</b>						\$0.00	<b>Total Labor:</b>						\$939.38	<b>Total Materials, Subcontract &amp; Labor, &amp; OH+P:</b>			\$2,105
<b>Total</b>						\$1,165.38	<b>Total</b>						\$0.00											







## Change Order Request

LeChase Construction Services, LLC  
 220 Harborside Drive, Suite 301  
 Schenectady, NY 12305  
 Phone: 518-388-9200

Date: 10/9/2019

Owner : Albany County Airport Authority

Project: 1934006 - Albany Airport Parking Garage - 989-GCR

**Reason:**

**Change Order Request # :** 31 - PCO 050 - Vent Lines Oil/Water Separator

**Description of Change:** This COR is for all additional work associated with designer markups to the submittal that added vent lines to oil/water separator. No Extension of Time Required.

Description	Scope of Work	Cost
Earthwork		3,353.00
	<b>Subtotal of Costs</b>	<b>3,353.00</b>
<b><u>Change Order Add Ons</u></b>		
	Fee	168.00
	GL Insurance	36.00
	P&P Bond	21.00
	<b>Total For Change Order Request</b>	<b>3,578.00</b>

**Albany County Airport Authority**

**LeChase Construction Services, LLC**

**Other: If Applicable**

Print: \_\_\_\_\_

Print: \_\_\_\_\_

Print: \_\_\_\_\_

Signed: \_\_\_\_\_

Signed: \_\_\_\_\_

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**CHANGE ORDER REQUEST**



<b>Contractor:</b> _____	<b>Keller</b>	<b>Date:</b> _____	<b>09/19/19</b>
<b>Contractor COR #:</b> _____		<b>PCO #:</b> _____	
<b>Bid Package #:</b> _____	<b>989-GCR</b>	<b>Building/Area:</b> _____	<b>NW</b>

**Change Order Reference Document:**

RFI #: \_\_\_\_\_ Bulletin #: \_\_\_\_\_ Other: \_\_\_\_\_

**Description of Change:**

Added vent lines on 2,000 gal & 5,000 gal oil water separators per comments in returned submittal. Installation instructions say not to tie inlet and outlet to manways so these will be separate vent lines

**Justification**

Added vent lines on 2,000 gal & 5,000 gal oil water separators per comments in returned submittal. Installation instructions say not to tie inlet and outlet to manways so these will be separate vent lines. These vent lines were not shown on the drawings like the vent line for the pump station

**Change Order Attachment List:**

- |                         |   |
|-------------------------|---|
| 1. COR cover page       | 4 |
| 2. COR Reference Doc    | 5 |
| 3. Subcontractor backup | 6 |

**Commercial Verification of Price:**

- |  |   |
|--|---|
| 1. Verification of unit rates consistent with contract | 4 |
| 2. Verification of quantities and locations            | 5 |
| 3  | 6 |

**Schedule Impact:**

<input checked="" type="checkbox"/> A - Zero / Noncritical Impact to Schedule	<b>Days to Complete Added Scope:</b>
	1
<input type="checkbox"/> B - Impact Critical, Recoverable w/ Overtime	<b>Current Contract Completion Date</b>
	<b>Adjusted Contract Completion Date:</b>
<input type="checkbox"/> C - Impact Critical, Not Recoverable	

For both B and C: Attached detailed description of impact. List milestones impacted & state why. Attach schedule showing the impact & a recovery schedule.

**Signatory Approval**

<b>Subcontractor:</b>	Jameson Phillips	Estimator / PM	09/19/19
	Name: _____	Title: _____	Date _____
<b>LeChase:</b>	_____	_____	_____
	Name: _____	Title: _____	Date _____
<b>Owner:</b>	_____	_____	_____
	Name: _____	Title: _____	Date _____

**Request Termination:**

Voided                      **Explanation:**

Denied





## Shop Drawing Processing Form

### Single – Discipline Review

<b>Date Sent by Contractor</b>	05/19/19	<b>Project:</b>	Albany International Airport Parking Garage Site Work and Foundations
<b>ID Number:</b>	#3	<b>Resubmission:</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <b>CHA Project No.</b> 35034
<b>Description:</b>	Oil Water Separators		
<i>(Insert info above as it appears on shop dwg transmittal and attach this form to it.)</i>			

<b>To Department:</b> Civil	<b>Reviewer:</b> J. Chlopecki	<b>Date:</b> 05/29/2019
-----------------------------	-------------------------------	-------------------------

*Reviewer's Comments:*

**Oil Water Separators**

**Highland Tank – 5000 Gallon Oil Water Separator HTC, Highguard, Double Wall – Make Corrections Noted**

-Per addendum No. 3 the metal gauges for the oil water separators shall be as follows:  
The 5000-gallon oil water separator should have the following metal gauges:

	Inner	Outer
<b>Shell</b>	1/4"	1/4"
<b>Head</b>	5/16"	1/4"

-Provide 2" SCH 80 PVC vent piping from four locations on the oil water separator with 2" FNTTP connections for venting. The vent connections are located at the inlet pipe, outlet pipe, and near the top of both manways. Connect the four vent lines together below grade and run the vent pipe to the side of the new parking garage adjacent to the oil water separator. The above grade vertical portion of the vent pipe should be terminated three feet above grade with a gooseneck and bird screen at the south building elevation.

**Highland Tank – 2000 Gallon Oil Water Separator HTC, Highguard, Double Wall – Make Corrections Noted**

-Per addendum No. 3 the metal gauges for the oil water separators shall be as follows:  
The 2000-gallon oil water separator should have the following metal gauges:

	Inner	Outer
<b>Shell</b>	1/4"	10 GA.
<b>Head</b>	1/4"	10 GA.

-Provide 2" SCH 80 PVC vent piping from four locations on the oil water separator with 2" FNTTP connections for venting. The vent connections are located at the inlet pipe, outlet pipe, and near the top of both manways. Connect the four vent lines together below grade and run the vent pipe to the side of the new parking garage. Locate the above grade vertical portion adjacent to the vent pipe for the sanitary pump station. The vent pipe should be terminated three feet above grade with a gooseneck and bird screen at the west building elevation.

*CHECKING IS ONLY FOR GENERAL CONFORMANCE WITH THE DESIGN CONCEPT OF THE PROJECT AND GENERAL COMPLIANCE WITH THE INFORMATION GIVEN IN THE CONTRACT DOCUMENTS. ANY ACTION SHOWN IS SUBJECT TO THE REQUIREMENTS OF THE PLANS AND SPECIFICATIONS, CONTRACTOR IS RESPONSIBLE FOR: DIMENSIONS WHICH SHALL BE CONFIRMED AND CORRELATED AT THE JOB SITE; FABRICATION PROCESSES AND TECHNIQUES OF CONSTRUCTION; COORDINATION OF HIS WORK WITH THAT OF ALL OTHER TRADES AND THE SATISFACTORY PERFORMANCE OF HIS WORK.*

**Review Status:** (check one)       No Exception Taken       Make Corrections Noted       Rejected  
 Submit Specified Item       Revise & Resubmit       Received

**Reviewed by:** Jason Chlopecki

# SUBMITTAL COVER SHEET

Albany County Airport Contract 989-GC



Date: 5/19/2019

### GENERAL CONTRACTOR:

LeChase Construction Services, LLC  
220 Harborside Dr. Suite 301  
Schenectady, NY 12305

SUBMITTER: Zachary Johnson

PROJECT #: 1934002

### ARCHITECT / ENGINEER:

Turner Construction Company  
1 Computer Drive South  
Albany, NY 12201

REVIEWER: Robert Wagner

**SUBMITTAL #:** #3 [989-GC] **REV:** 0

Oil Water Separator

### SUBMITTAL INFO:

Subcontractor: LeChase

Spec Section #:

Spec Desc: Oil Water Separator Shop Drawings

Drawing #: C603

### SUBMITTAL TYPE:

- Product Data
- Shop Drawings
- Samples
- Calculations
- Test Report
- Close-Out Document
- Other

## REVIEW

- REVIEWED
- MAKE CORRECTIONS NOTED
- REVISE & RESUBMIT
- REJECTED
- SUBMIT SPECIFIED ITEM

# Turner

Turner | Submittal Stamp

05/19/2019 2:55:43 PM

Reviewed by Turner Construction for General Compliance with the Contract Documents. This review does not relieve the subcontractor of the responsibility for making the work conform to the requirements of the contract. The subcontractor is responsible for all dimensions, correct fabrication and accurate fit with the work of other trades.

Submittal #: Submittal # 4 - oil-water separators

Reviewed by - rwagner

Reviewed By: \_\_\_\_\_

Date: \_\_\_\_\_

**WM. J KELLER & SONS CONSTRUCTION CORP.**

**SUBMITTAL**

**No. 4**

1435 ROUTE 9  
CASTLETON, NY 12033

**Phone:** (518) 732-7782  
**Fax:** (518) 732-4574

**PROJECT:** Albany Airport 989-GCR

**DATE:** 05/09/19

**TITLE:** Oil water separators

**TO:** LECHASE CONSTRUCTION SERVICES  
220 HARBORSIDE DRIVE, SUITE 301  
SCHENECTADY, NY 12305  
Phone:518-831-9725 Fax:518-388-9206

**DIVISION:**  
**TRADE:**SITE  
**SECTION:**  
**DRAWING:**VARIOUS  
**RE-SUBMITTAL:**

**ATTN:** Brent Bochenek

<input checked="" type="checkbox"/> Shop Drawings <input type="checkbox"/> Letter <input type="checkbox"/> Prints <input type="checkbox"/> Plans	<input type="checkbox"/> Samples <input type="checkbox"/> Specifications <input checked="" type="checkbox"/> Other: Product data <input type="checkbox"/> Other:
---	---

<b>COPIES</b>	<b>SECTION</b>	<b>DESCRIPTION</b>
1		2,000 gal oil water separator
		5,000 gal oil water separator

**REMARKS:**

Could not locate spec on oil/water separators



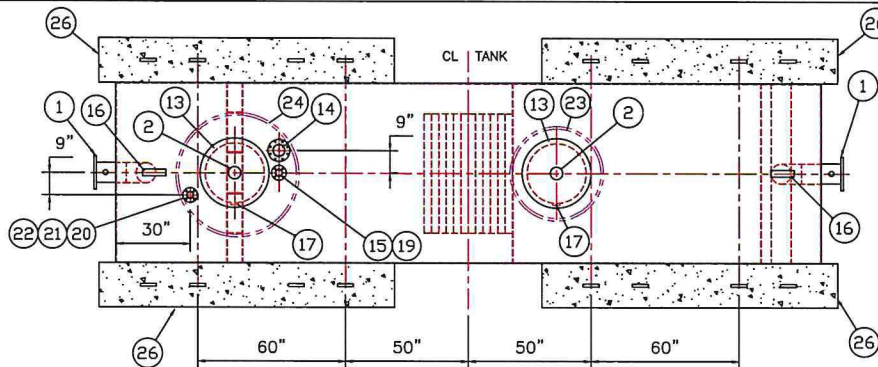
**GENERAL SPECIFICATIONS**

NO. REQ'D: (1)  
 CAPACITY: 5000 GALLONS  
 TYPE: HTC, HIGHGUARD, DOUBLE WALL  
 MATERIAL: MILD CARBON STEEL  
 FLOW RATE: 500 GPM  
 GAUGE: BASED ON 112" BURIAL  
 INNER OUTER  
 SHELL- 1/4" 7-GA. 10-GA. 1/4"  
 HEADS 5/16" 7-GA. 7-GA. 1/4"  
 SURFACE PREP:  
 SSPC NO.6 BLAST ALL EXTERIOR SURFACES  
 SSPC NO.10 BLAST ALL INTERIOR SURFACES  
 COATING: MATERIAL THICKNESS  
 EXTERIOR- HIGHGUARD (75 MILS)  
 INTERIOR- POLYURETHANE (15 MILS)  
 CONSTRUCTION:  
 LAP FIT & WELD ALL EXTERIOR SEAMS  
 OPERATING PRESSURE: ATMOSPHERIC

Fabrication Will Not Begin  
 Until Approved Drawing Is  
 Received By Highland Tank

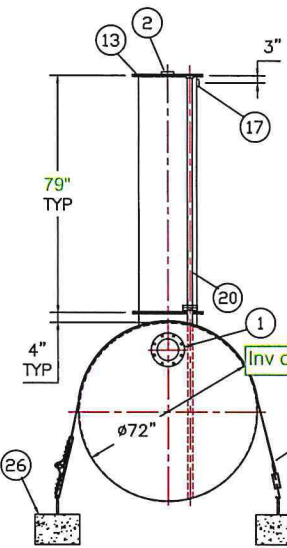
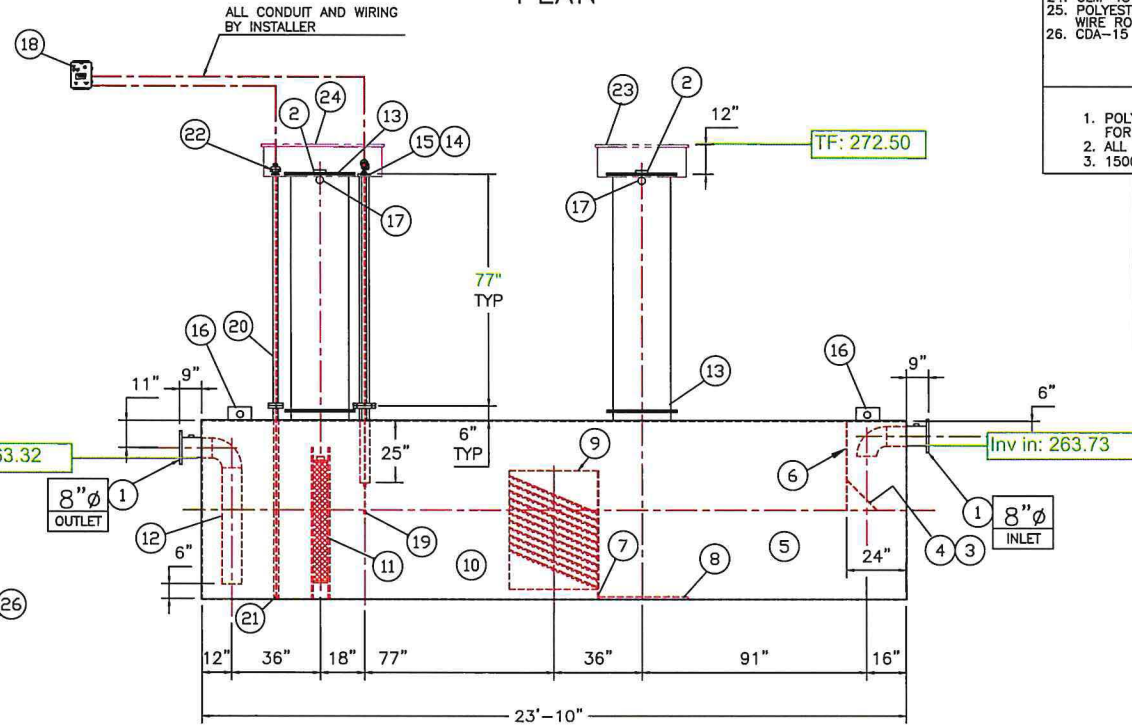
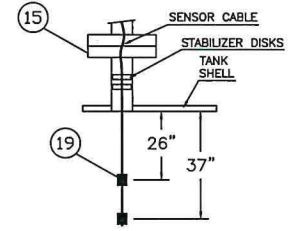
APPROVED:

Date:



- PROVIDED EQUIPMENT**
- 150# R.F.S.O. FLANGE W/ 2" FNPT FOR VENT
  - 4" FNPT FOR GAUGE WITH PLUG
  - VELOCITY HEAD DIFFUSION BAFFLE
  - WEAR PLATE
  - SEDIMENT CHAMBER
  - UNDERFLOW BAFFLE
  - SLUDGE BAFFLE
  - STRIKER PLATES
  - PARALLEL CORRUGATED PLATE COALESCER. CORELLA PVC PLATES (3" PLATE SPACING)
  - OIL/WATER SEPARATOR CHAMBER
  - PETROSCREEN COALESCER MATERIAL INSTALLED W/ PULL ROD SHIPPED LOOSE (6" THICK)
  - STEEL OUTLET DOWNCOMER
  - 24" MANWAY WITH NEO-CORK GASKETS. BOLT-ON EXTENSION SHIPPED LOOSE
  - 4" 150# RFSO FLANGE FOR OIL PUMP-OUT WITH INTERNAL PVC PIPE INSTALLED. RISER PIPE W/ CPLG ON TOP SHIPPED LOOSE
  - 2" 150# RFSO FLANGE FOR LEVEL SENSOR. RISER PIPE WITH CPLG ON TOP SHIPPED LOOSE
  - LIFTING LUG
  - 2" FNPT FOR VENT
  - CC-HT-A2-LD NEMA 4 ALARM 120V/60HZ/1PH
  - HTSF-2 FLOAT INTERFACE SENSOR W/ NEMA 4 CAP
  - 2" 150# RFSO FLANGE FOR LEAK SENSOR. RISER PIPE WITH CPLG ON TOP SHIPPED LOOSE
  - HTLP-1.5" LIQUID ONLY LEAK SENSOR W/ 15' CABLE
  - HTSC-2A PVC CAP FOR LEAK SENSOR
  - GLM-36 ROUND GRADE LEVEL MANWAY
  - GLM-48 ROUND GRADE LEVEL MANWAY
  - POLYESTER HOLD DOWN STRAPS W/ GALVANIZED TURNBUCKLE, WIRE ROPE AND CLAMPS
  - CDA-15 CONCRETE DEADMEN (4) REQUIRED

- NOTES**
- POLYURETHANE HIGHGUARD TANK IS NOT APPROVED FOR THE STORAGE OF HEATED PRODUCTS
  - ALL VENT PIPING BY INSTALLER
  - 15000 VOLT SPARK TEST PROVIDED AT FACTORY



**Highland Tank**  
 U.S. Patent #4,722,800 Canadian Patent # 1,296,263  
 #6,606,224 # 2,389,065

5000 GALLON OIL WATER SEPARATOR  
 HTC, HIGHGUARD, DOUBLE WALL

CUSTOMER: CORE & MAIN

PROJECT: PARKING GARAGE  
 ALBANY, NY

QUOTE NO: 457215

SCALE: 1/4"=1'-0" DATE: 5-6-19 DWG. BY: REM DWG. NO.: 110366

NOTE:  
 ALL RIGHTS RESERVED. THIS DRAWING OR ANY PART THEREOF MUST NOT BE REPRODUCED IN ANY FORM WITHOUT THE WRITTEN PERMISSION OF HIGHLAND TANK.  
 HIGHLAND TANK SHALL BE RESPONSIBLE ONLY FOR ITEMS INDICATED ON THIS FABRICATION DRAWING UNLESS OTHERWISE NOTED. CUSTOMER IS RESPONSIBLE FOR VERIFYING CORRECTNESS OF SIZE / LOCATION OF FITTINGS, ACCESSORIES & COATINGS SHOWN ON THIS DRAWING

UNLESS OTHERWISE SPECIFIED DIMENSIONS ARE IN INCHES  
 TOLERANCES ARE + OR - 1"

**GENERAL SPECIFICATIONS**

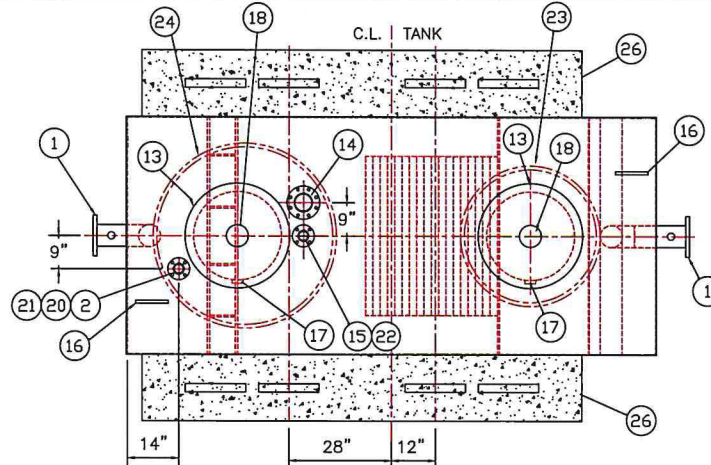
NO. REQ'D: (1)  
 CAPACITY: 2000 GALLON  
 TYPE: HTC, HIGHGUARD, DOUBLE WALL  
 MATERIAL: MILD CARBON STEEL  
 FLOW RATE: 200 GPM  
 GAUGE: BASED ON 104" MAX. BURIAL  
 SHELL- 1/4" 7-GA. INNER 10 GA. OUTER  
 HEADS- 1/4" 7-GA. 10 GA.  
 SURFACE PREP:  
 SSPC NO.6 BLAST ALL EXTERIOR SURFACES  
 SSPC NO.10 BLAST ALL INTERIOR SURFACES  
 COATING: MATERIAL THICKNESS  
 EXTERIOR- POLYURETHANE (75 MILS)  
 INTERIOR- POLYURETHANE (15 MILS)  
 CONSTRUCTION : LAP FIT & WELD ALL EXTERIOR SEAMS  
 OPERATING PRESSURE : ATMOSPHERIC

**NOTES**

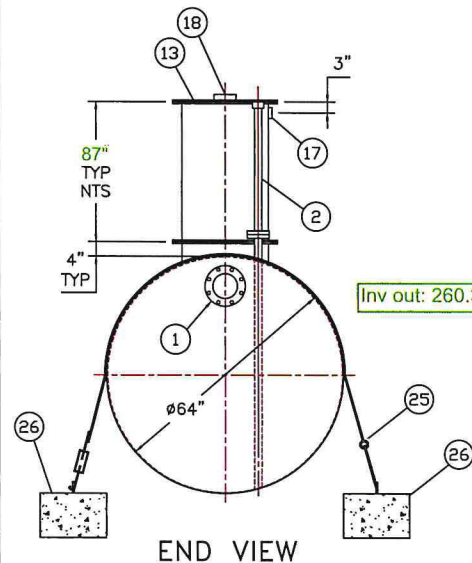
1. POLYURETHANE HIGHGUARD TANK IS NOT APPROVED FOR THE STORAGE OF HEATED PRODUCTS
2. ALL VENT PIPING BY INSTALLER
3. 15000 VOLT SPARK TEST PROVIDED AT FACTORY

**PROVIDED EQUIPMENT**

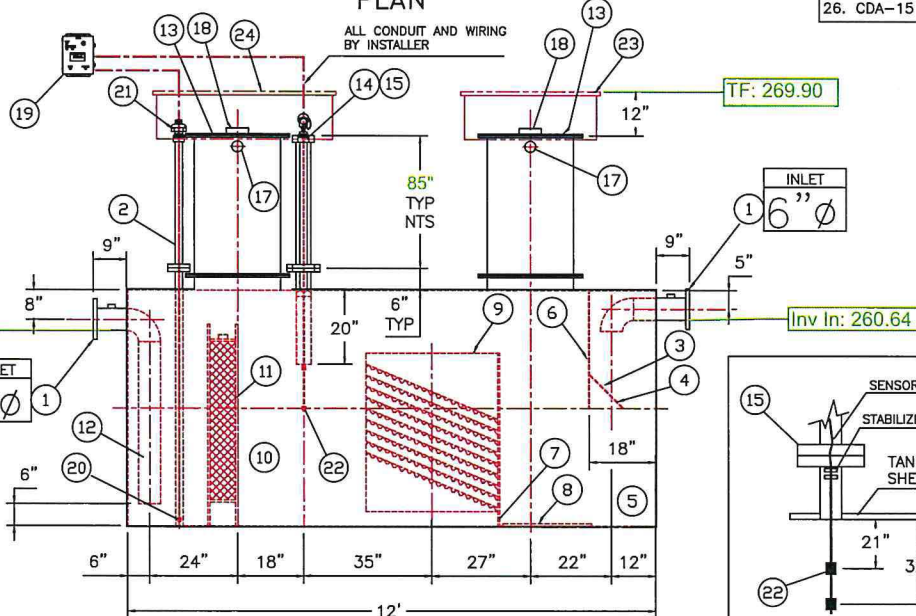
1. 150# R.F.S.O. FLANGE W/ 2" FNPT FOR VENT
2. 2" 150# RFSO FLANGE FOR LEAK SENSOR. RISER PIPE WITH CPLG ON TOP SHIPPED LOOSE
3. VELOCITY HEAD DIFFUSION BAFFLE
4. WEAR PLATE
5. SEDIMENT CHAMBER
6. UNDERFLOW BAFFLE (REMOVABLE)
7. SLUDGE BAFFLE
8. STRIKER PLATES
9. PARALLEL CORRUGATED PLATE COALESCER. CORELLA PVC PLATES 3" PLATE SPACING
10. OIL/WATER SEPARATOR CHAMBER
11. 6" THICK PETROSCREEN COALESCER MATERIAL INSTALLED WITH PULL ROD SHIPPED LOOSE
12. STEEL OUTLET DOWNCOMER
13. 24" 2" MANWAY WITH NEO-CORK GASKETS. BOLT ON EXTENSION SHIPPED LOOSE
14. 4" 150# RFSO FLANGE FOR OIL PUMP-OUT WITH INTERNAL PVC PIPE INSTALLED. RISER PIPE W/ CPLG ON TOP SHIPPED LOOSE
15. 2" 150# RFSO FLANGE FOR LEVEL SENSOR. RISER PIPE WITH CPLG ON TOP SHIPPED LOOSE
16. LIFTING LUG
17. 2" FNPT FOR VENT TYP. BOTH MANWAYS
18. 4" FNPT FOR GAUGE WITH PLUG TYP. BOTH MANWAYS
19. CC-HT-A2-LD ALARM PANEL 120V,60H,1PH,STD.
20. HTLP-1.5" LIQUID ONLY LEAK SENSOR W/ 15' CABLE
21. HTSC-2A PVC CAP FOR LEAK SENSOR
22. HTSF-2 FLOAT INTERFACE SENSOR W/ NEMA 4 CAP
23. GLM-36 ROUND GRADE LEVEL MANWAY
24. GLM-48 ROUND GRADE LEVEL MANWAY
25. POLYESTER HOLD DOWN STRAPS W/ GALVANIZED TURNBUCKLE, WIRE ROPE AND CLAMPS
26. CDA-15 CONCRETE DEADMEN (2) REQUIRED



**PLAN**



**END VIEW**

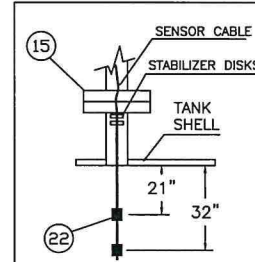


**ELEVATION**

UNLESS OTHERWISE SPECIFIED DIMENSIONS ARE IN INCHES  
 TOLERANCES ARE + DR - 1"

Fabrication Will Not Begin  
 Until Approved Drawing Is  
 Received By Highland Tank

APPROVED: \_\_\_\_\_  
 Date: \_\_\_\_\_



**INTERFACE SENSOR  
 FLOAT POSITION**  
 HTSF-2B-74E-63E/32

NOTE:  
 ALL RIGHTS RESERVED. THIS DRAWING OR ANY PART THEREOF MUST NOT BE REPRODUCED IN ANY FORM WITHOUT THE WRITTEN PERMISSION OF HIGHLAND TANK.  
 HIGHLAND TANK SHALL BE RESPONSIBLE ONLY FOR ITEMS INDICATED ON THIS FABRICATION DRAWING UNLESS OTHERWISE NOTED. CUSTOMER IS RESPONSIBLE FOR VERIFYING CORRECTNESS OF SIZE / LOCATION OF FITTINGS, ACCESSORIES & COATINGS SHOWN ON THIS DRAWING

REVISIONS	
 <b>Highland Tank</b> U.S. Patent #4,722,800 Canadian Patent # 1,296,263 #6,606,224 # 2,389,065	
2000 GALLON OIL WATER SEPARATOR HTC,HIGHGUARD,DOUBLE WALL	
CUSTOMER: CORE & MAIN	
PROJECT: PARKING GARAGE ALBANY, NY	
QUOTE NO: 457215	CHK'D BY:
SCALE: 3/8"=1'-0"	DATE: 5-6-19
DWG. BY: REM	DWG. NO.: 110373





# Change Order Request

LeChase Construction Services, LLC  
 220 Harborside Drive, Suite 301  
 Schenectady, NY 12305  
 Phone: 518-388-9200

Date: 10/9/2019

Owner : Albany County Airport Authority

Project: 1934006 - Albany Airport Parking Garage - 989-GCR

**Reason:**

Change Order Request # : **32 - PCO 052 - Bridge Abutment OT**

Description of Change: This COR is for LeChase Concrete and Whitacre to work OT on North Bridge Abutment wall at the direction of Turner to progress work in order to maintain flow for Unistress.

No additional time required

Description	Scope of Work	Cost
Concrete		3,299.00
Concrete Reinforcing		507.00
<b>Subtotal of Costs</b>		<b>3,806.00</b>

Change Order Add Ons

Fee	190.00
GL Insurance	40.00
P&P Bond	24.00

**Total For Change Order Request 4,060.00**

Price Agrees To 2k in Progress Meeting  
=

**Albany County Airport Authority**

**LeChase Construction Services, LLC**

**Other: If Applicable**

Print: \_\_\_\_\_

Print: \_\_\_\_\_

Print: \_\_\_\_\_

Signed: \_\_\_\_\_

Signed: \_\_\_\_\_

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

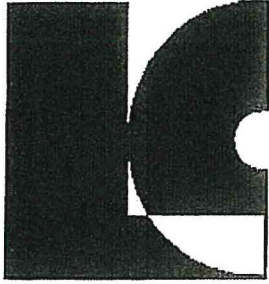
Date: \_\_\_\_\_

Date: \_\_\_\_\_



DATED: 10/2/19

PCO #LC-0003



Albany Intl Airport #1934303

# LeChase Construction Services, LLC

Capital District Office  
220 Harborside Drive SUITE 301  
Schenectady, New York 12305

Phone: (518) 388-9200

Fax: (518) 388-9206

Website: [www.LeChase.com](http://www.LeChase.com)

Description of Change: Premium Time for Abutment Formwork

Premium Time T & M 9/9	\$621.01
Premium Time T & M 9/11	\$56.03
Premium Time T & M 9/12	\$433.00
Premium Time T & M 9/13	\$351.50
Premium Time T & M 9/14	\$1,029.02
Premium Time T & M 9/17	\$212.50
Premium Time T & M 9/18	\$165.50

Subtotal: \$2,868.56

10% OH/P \$3,298.84

Subcontractors: (see back-up attached)

Subs \$0.00

10% O & P \$0.00

LeChase & Subs \$3,298.84

Total \$3,299

Time Change: ~~Extension of (X) days is required.~~

Completion Date is ~~.....~~ ~~YES~~

PREMIUM TIME

LeCHASE CONSTRUCTION

No. 004506

ATTACH COPY OF MATERIAL TRANSFER TO THIS WORK ORDER  
DAILY TIME AND MATERIAL WORK ORDER

DATE 9/9/19 OWNER JOB NO 989-GC P.C. PROJECT NO 1984303

WORK BEING PERFORMED FOR 989-GC-ACAA P.C. COMPLETE \_\_\_\_\_ INCOMPLETE \_\_\_\_\_

COST CODE	CLASS	NAME	REGULAR HOURS	OVERTIME	RATE INCL. INS/TAXES	DOLLAR AMOUNT	LCS & RENTAL EQUIPMENT WORKING TODAY <input type="checkbox"/> YES <input type="checkbox"/> NO					
							DELIVERY TICKET NO	TYPE OF EQUIPMENT	LCS/VENDOR	HOURS WORKED	RATE	DOLLAR AMOUNT
	08	EARL WILKINSON		1	20 <sup>00</sup>	20 <sup>00</sup>						
	06	MORRIS MORTON		0.5	24 <sup>00</sup>	12 <sup>00</sup>						
	06	CHRIS KRZYACK		0.5	24 <sup>00</sup>	12 <sup>00</sup>						
	03	JOHN MADISON		0.5	19 <sup>00</sup>	9 <sup>50</sup>						
	03	DAN EKOTHOLT		0.5	19 <sup>00</sup>	9 <sup>50</sup>						
	03	PHILIP BERGERON		0.5	19 <sup>00</sup>	9 <sup>50</sup>						
	03	SCOTT BARBATO		0.5	19 <sup>00</sup>	9 <sup>50</sup>						
	03	SCOTT SMITH		0.5	19 <sup>00</sup>	9 <sup>50</sup>						
	03	KURT GRIPPEN		0.5	19 <sup>00</sup>	9 <sup>50</sup>						
	03	STEVE MANNING		0.5	19 <sup>00</sup>	9 <sup>50</sup>						
	07	ERIC KRETZER		0.5	17 <sup>00</sup>	8 <sup>50</sup>						
	07	DOUG RUSSO		0.5	17 <sup>00</sup>	8 <sup>50</sup>						
	07	GREG PERROTTI		0.5	17 <sup>00</sup>	8 <sup>50</sup>						
	07	RYAN MERCHANT		0.5	17 <sup>00</sup>	8 <sup>50</sup>						
	07	SHOP LABOR BEA WELCH		0.5	17 <sup>00</sup>	8 <sup>50</sup>						
	05	TEAMSTER										
TOTAL LABOR				8		141 <sup>00</sup>						

SUBTOTAL EQUIPMENT  
TAXES  
TOTAL EQUIPMENT  
SUBCONTRACTORS  
E. W. O. #  
CRANE OPERATOR  
PREMIUM TIME  
EAGLE CRANE  
1 HR  
\$ 480 / HR

MATERIAL USED TODAY <input type="checkbox"/> YES <input type="checkbox"/> NO							LABOR CLASSIFICATION CODES												
DELIVERY TICKET NO	LCS YARD VENDOR NO	P.O. NO	QTY	DESCRIPTION	UNIT PRICE	DOLLAR AMOUNT	01 MASON	02 MASON FOREMAN	03 CARPENTER	04 CARPENTER FOREMAN	05 TEAMSTER	06 ENGINEER	07 LABORER	08 LABOR FORMAN	09 SHOP LABOR	10 SURVEYOR	11 SUPERINTENDENT	12 ASST. SUPERINTENDENT	13 PROJECT MANAGER

OTHER CHARGES	HOURS	RATE	DOLLARS
CARTAGE			
DUMPSTER			
TOTAL OTHER CHARGES			
SUB TOTAL MATERIAL			
TAXES			
TOTAL MATERIAL			
SUMMARY OF TODAY'S WORK PERFORMED UNDER THIS P.C.			
<u>PREMIUM TIME FOR BEGIN ADJUSTMENT FORMWORK</u>			
<u>9/9</u>			
CUSTOMER <u>BAH</u> , <u>9/13/19</u>			
JOB SUPT.			
DATE			
FEE			
TOTAL <u>\$ 621<sup>00</sup></u>			









Premium Time

**LeCHASE CONSTRUCTION**

No. 004509

ATTACH COPY OF MATERIAL TRANSFER TO THIS WORK ORDER  
DAILY TIME AND MATERIAL WORK ORDER

DATE 9/13/19 OWNER JOB NO 989-GC P C \_\_\_\_\_ PROJECT NO 1934303

WORK BEING PERFORMED FOR 989-GC - ADAA P.C. COMPLETE \_\_\_\_\_ INCOMPLETE \_\_\_\_\_

COST CODE	CLASS	NAME	REGULAR HOURS	OVER TIME	RATE INCL. INS./TAXES	DOLLAR AMOUNT	LCS & RENTAL EQUIPMENT WORKING TODAY <input type="checkbox"/> YES <input type="checkbox"/> NO					
							DELIVERY TICKET NO	TYPE OF EQUIPMENT	LCS/VENDOR	HOURS WORKED	RATE	DOLLAR AMOUNT
	07	BEN WELCH		1.5	17 <sup>00</sup>	25 <sup>00</sup>						
	07	ERIC KRETZER		2	17 <sup>00</sup>	34 <sup>00</sup>						
	07	RYAN MERCHANT		1.5	17 <sup>00</sup>	25 <sup>00</sup>						
	07	DOUG RUSSO		1.5	17 <sup>00</sup>	25 <sup>00</sup>						
	07	GREG PERMOTTI		1	17 <sup>00</sup>	17 <sup>00</sup>						
	03	STEVE MANNING		2	19 <sup>00</sup>	38 <sup>00</sup>						
	03	KURT GRIFFEN		2	19 <sup>00</sup>	38 <sup>00</sup>						
	03	SCOTT BARBATO		2.5	19 <sup>00</sup>	47 <sup>50</sup>		TRUCK				
	03	PHILIP BERGIRON		3	19 <sup>00</sup>	57 <sup>00</sup>	SUBTOTAL EQUIPMENT					
	03	DAN EINHORN		0.5	19 <sup>00</sup>	9 <sup>50</sup>	TAXES					
	03	JOHN MADISON		0.5	19 <sup>00</sup>	9 <sup>50</sup>	TOTAL EQUIPMENT					
	06	MORRIS HORTON		1	24 <sup>00</sup>	24 <sup>00</sup>	SUBCONTRACTORS		E. W. O. #			
	08	EARL WILKINSON		2	20 <sup>00</sup>	40 <sup>00</sup>						
	09	SHOP LABOR										
	05	TEAMSTER										
<b>TOTAL LABOR</b>							<b>351<sup>50</sup></b>					

MATERIAL USED TODAY <input type="checkbox"/> YES <input type="checkbox"/> NO							LABOR CLASSIFICATION CODES			
DELIVERY TICKET NO	LCS YARD VENDOR NO	P.O. NO.	QTY	DESCRIPTION	UNIT PRICE	DOLLAR AMOUNT	01 MASON		08 LABOR FORMAN	
							02 MASON FOREMAN		09 SHOP LABOR	
							03 CARPENTER		10 SURVEYOR	
							04 CARPENTER FOREMAN		11 SUPERINTENDENT	
							05 TEAMSTER		12 ASST SUPERINTENDENT	
							06 ENGINEER		13 PROJECT MANAGER	
							07 LABORER			
							OTHER CHARGES	HOURS	RATE	DOLLARS
							CARTAGE			
							DUMPSTER			
							TOTAL OTHER CHARGES			

<b>SUB TOTAL MATERIAL</b>	CUSTOMER <u>BSA</u>
<b>TAXES</b>	JOB SUPT. _____
<b>TOTAL MATERIAL</b>	DATE _____
<b>SUMMARY OF TODAY'S WORK PERFORMED UNDER THIS P.C.</b>	L _____
<u>PREMIUM TIME FOR BEGIN PROTECTMENT FORMWORK</u>	M _____
<u>9/19/19</u>	E _____
	FEE _____
	TOTAL <b>351<sup>50</sup></b>



Premium Time

LeCHASE CONSTRUCTION

No.004510

ATTACH COPY OF MATERIAL TRANSFER TO THIS WORK ORDER  
DAILY TIME AND MATERIAL WORK ORDER

SATURDAY

DATE 9/14/19 OWNER JOB NO 989-GC P.C. \_\_\_\_\_ PROJECT NO 1934303

WORK BEING PERFORMED FOR 989-GC-ACAA P C COMPLETE \_\_\_\_\_ INCOMPLETE \_\_\_\_\_

COST CODE	CLASS	NAME	REGULAR HOURS	OVER TIME	RATE INCL. INSV. TAXES	DOLLAR AMOUNT	LCS & RENTAL EQUIPMENT WORKING TODAY <input type="checkbox"/> YES <input type="checkbox"/> NO					
							DELIVERY TICKET NO	TYPE OF EQUIPMENT	LCS/ VENDOR	HOURS WORKED	RATE	DOLLAR AMOUNT
	07	BEN WELCH		5	17 <sup>00</sup>	85 <sup>00</sup>						
	07	ERIC KRETZER		5	17 <sup>00</sup>	85 <sup>00</sup>						
	07	RYAN MERCHANT		5	17 <sup>00</sup>	85 <sup>00</sup>						
	07	DOUG RUSSO		2	17 <sup>00</sup>	34 <sup>00</sup>						
	07	GREG PERROTTI		5	17 <sup>00</sup>	85 <sup>00</sup>						
	03	STEVE MANNING		5	19 <sup>00</sup>	95 <sup>00</sup>						
	03	KURT GRIFFEN		5	19 <sup>00</sup>	95 <sup>00</sup>						
	06	CHRIS KRZACK		5	24 <sup>00</sup>	120 <sup>00</sup>		TRUCK				
	06	MORRIS MERTON		5	24 <sup>00</sup>	120 <sup>00</sup>						
	OR	EPAL WILKINSON		5	20 <sup>00</sup>	100 <sup>00</sup>						
	11	FRED PERROTTI		5	25 <sup>00</sup>	125 <sup>00</sup>						
SUBTOTAL EQUIPMENT												
TAXES												
TOTAL EQUIPMENT												
SUBCONTRACTORS							E. W. O. #					
09	SHOP LABOR											
05	TEAMSTER											
TOTAL LABOR						1,029 <sup>00</sup>						

MATERIAL USED TODAY  YES  NO

DELIVERY TICKET NO	LCS YARD VENDOR NO.	P.O. NO.	QTY.	DESCRIPTION	UNIT PRICE	DOLLAR AMOUNT

LABOR CLASSIFICATION CODES

01 MASON	08 LABOR FORMAN
02 MASON FOREMAN	09 SHOP LABOR
03 CARPENTER	10 SURVEYOR
04 CARPENTER FOREMAN	11 SUPERINTENDENT
05 TEAMSTER	12 ASST. SUPERINTENDENT
06 ENGINEER	13 PROJECT MANAGER
07 LABORER	

OTHER CHARGES	HOURS	RATE	DOLLARS
CARTAGE			
DUMPSTER			
TOTAL OTHER CHARGES			

SUB TOTAL MATERIAL

TAXES

TOTAL MATERIAL

CUSTOMER BSA

JOB SUPT. \_\_\_\_\_

DATE \_\_\_\_\_

M \_\_\_\_\_

E \_\_\_\_\_

FEE \_\_\_\_\_

TOTAL \_\_\_\_\_

SUMMARY OF TODAY'S WORK PERFORMED UNDER THIS P.C.

PREMIUM TIME FOR BEGIN APPOINTMENT FORMWORK

9/19/19



Premium Time

LeCHASE CONSTRUCTION

No. 004511

ATTACH COPY OF MATERIAL TRANSFER TO THIS WORK ORDER  
DAILY TIME AND MATERIAL WORK ORDER

DATE 9/17/19 OWNER JOB NO 989-GC P.C. PROJECT NO 1934303

WORK BEING PERFORMED FOR 989-GC-ACAA P.C. COMPLETE  INCOMPLETE

COST CODE	CLASS	NAME	REGULAR HOURS	OVER TIME	RATE INCL. INS./TAXES	DOLLAR AMOUNT	LCS & RENTAL EQUIPMENT WORKING TODAY <input type="checkbox"/> YES <input type="checkbox"/> NO				
							DELIVERY TICKET NO	TYPE OF EQUIPMENT	LCS/VENDOR	HOURS WORKED	RATE
	03	PHILIP BERGERON		1.5	19 <sup>00</sup>	28 <sup>50</sup>					
	08	EARL WILKINSON		2	20 <sup>00</sup>	40 <sup>00</sup>					
	07	JIM MIKULEC		1	17 <sup>00</sup>	17 <sup>00</sup>					
	07	CHRIS DESSURMAYEU		1.5	17 <sup>00</sup>	25 <sup>50</sup>					
	07	ERIC KLETZEE		1.5	17 <sup>00</sup>	25 <sup>50</sup>					
	03	SCOTT SMITH		0.5	19 <sup>00</sup>	9 <sup>50</sup>					
	03	KURT GRIFFEN		2	19 <sup>00</sup>	38 <sup>00</sup>					
	03	STEVE MANNING		1.5	19 <sup>00</sup>	28 <sup>50</sup>					
								TRUCK			
SUBTOTAL EQUIPMENT											
TAXES											
TOTAL EQUIPMENT											
SUBCONTRACTORS							E. W. O. #				
09	SHOP LABOR										
05	TEAMSTER										
TOTAL LABOR				11.5		212 <sup>50</sup>					

MATERIAL USED TODAY <input type="checkbox"/> YES <input type="checkbox"/> NO						
DELIVERY TICKET NO	LCS YARD VENDOR NO	P.O. NO.	QTY	DESCRIPTION	UNIT PRICE	DOLLAR AMOUNT

LABOR CLASSIFICATION CODES			
01 MASON	08 LABOR FORMAN		
02 MASON FOREMAN	09 SHOP LABOR		
03 CARPENTER	10 SURVEYOR		
04 CARPENTER FOREMAN	11 SUPERINTENDENT		
05 TEAMSTER	12 ASST. SUPERINTENDENT		
06 ENGINEER	13 PROJECT MANAGER		
07 LABORER			
OTHER CHARGES	HOURS	RATE	DOLLARS
CARTAGE			
DUMPSTER			
TOTAL OTHER CHARGES			

SUB TOTAL MATERIAL

TAXES

TOTAL MATERIAL

SUMMARY OF TODAY'S WORK PERFORMED UNDER THIS P.C.

PREMIUM TIME FOR END ABUTMENT FORMWORK

9/19/19

CUSTOMER BAI

JOB SUPT.

DATE

M

E

FEE

TOTAL 212 50

PREMIUM TIME

LeCHASE CONSTRUCTION

No. 004512

ATTACH COPY OF MATERIAL TRANSFER TO THIS WORK ORDER  
DAILY TIME AND MATERIAL WORK ORDER

DATE 9/18/19 OWNER JOB NO 989-GC P C \_\_\_\_\_ PROJECT NO 1934382

WORK BEING PERFORMED FOR 989-GC-ACAA P C COMPLETE \_\_\_\_\_ INCOMPLETE \_\_\_\_\_

COST CODE	CLASS	NAME	REGULAR HOURS	OVER TIME	RATE INCL. INS./ TAXES	DOLLAR AMOUNT	LCS & RENTAL EQUIPMENT WORKING TODAY <input type="checkbox"/> YES <input type="checkbox"/> NO					
							DELIVERY TICKET NO	TYPE OF EQUIPMENT	LCS/ VENDOR	HOURS WORKED	RATE	DOLLAR AMOUNT
		STEVE MANNING			19 <sup>00</sup>	19 <sup>00</sup>						
		KURT GRIFFEN			19 <sup>00</sup>	19 <sup>00</sup>						
		SCOTT SMITH			19 <sup>00</sup>	19 <sup>00</sup>						
		ERIC KRETZER			17 <sup>00</sup>	17 <sup>00</sup>						
		CHRIS DESORHIAU			17 <sup>00</sup>	17 <sup>00</sup>						
		TIM MIKULEC			17 <sup>00</sup>	17 <sup>00</sup>						
		EARL WILKINSON		1.5	20 <sup>00</sup>	30 <sup>00</sup>						
		WILSON RODRIGUEZ		0.5	17 <sup>00</sup>	8 <sup>50</sup>		TRUCK				
		PHILIP BERGERON			19 <sup>00</sup>	19 <sup>00</sup>						
SUBTOTAL EQUIPMENT												
TAXES												
TOTAL EQUIPMENT												
SUBCONTRACTORS							E. W. O. #					
	09	SHOP LABOR										
	05	TEAMSTER										
TOTAL LABOR						165 <sup>50</sup>						

MATERIAL USED TODAY <input type="checkbox"/> YES <input type="checkbox"/> NO							LABOR CLASSIFICATION CODES												
DELIVERY TICKET NO	LCS YARD VENDOR NO	P O NO.	QTY.	DESCRIPTION	UNIT PRICE	DOLLAR AMOUNT	01 MASON	02 MASON FOREMAN	03 CARPENTER	04 CARPENTER FOREMAN	05 TEAMSTER	06 ENGINEER	07 LABORER	08 LABOR FORMAN	09 SHOP LABOR	10 SURVEYOR	11 SUPERINTENDENT	12 ASST. SUPERINTENDENT	13 PROJECT MANAGER
OTHER CHARGES							HOURS	RATE	DOLLARS										
CARTAGE																			
DUMPSTER																			
TOTAL OTHER CHARGES																			

SUB TOTAL MATERIAL	
TAXES	
TOTAL MATERIAL	
SUMMARY OF TODAY'S WORK PERFORMED UNDER THIS P.C.	
PREMIUM TIME FOR END ABUTMENT FORMWORK	
<u>[Signature]</u> 9/19/19	
CUSTOMER	<u>[Signature]</u>
JOB SUPT.	
DATE	
L	
M	
E	
FEE	
TOTAL	165 <sup>50</sup>

**CHANGE ORDER REQUEST**



**Contractor:** Whitacre Engineering Co  
**Contractor COR #:** \_\_\_\_\_  
**Bid Package #:** 989GC

**Albany Airport Parking Garage 989-GCR**  
**Date:** 09/16/19  
**PCO #:** 501  
**Building/Area:** Bridge Abutment

**Change Order Reference Document:**

RFI #: \_\_\_\_\_ Bulletin #: \_\_\_\_\_ Other: Labor Only

**Description of Change:**

Overtime charges on 8/23 - worked on foundation for bridge abutment; placed wall dowels Drawing 201. Overtime charges on 9/9 & 9/11 placing abutment wall 3 and abutment wall elevations 2,3,4. Drawing 202. All hours are premium time ONLY.

**Justification**

All signed tickets signed by Bill Hess

**Change Order Attachment List:**

- |                         |   |
|-------------------------|---|
| 1. COR cover page       | 4 |
| 2. COR Reference Doc    | 5 |
| 3. Subcontractor backup | 6 |

**Commercial Verification of Price:**

- |  |   |
|--|---|
| 1. Verification of unit rates consistent with contract | 4 |
| 2. Verification of quantities and locations            | 5 |
| 3  | 6 |

**Schedule Impact:**

- A** A - Zero / Noncritical Impact to Schedule
- B** - Impact Critical, Recoverable w/ Overtime
- C** - Impact Critical, Not Recoverable

**Days to Complete Added Scope:**

Days to Complete Added Scope:	
Current Contract Completion Date	Adjusted Contract Completion Date:

For both B and C: Attached detailed description of impact. List milestones impacted & state why. Attach schedule showing the impact & a recovery schedule.

**Signatory Approval**

**Subcontractor:**

Name: \_\_\_\_\_ Title: \_\_\_\_\_ Date \_\_\_\_\_

**LeChase:**

Name: \_\_\_\_\_ Title: \_\_\_\_\_ Date \_\_\_\_\_

**Owner:**

Name: \_\_\_\_\_ Title: \_\_\_\_\_ Date \_\_\_\_\_

Name: \_\_\_\_\_ Title: \_\_\_\_\_ Date \_\_\_\_\_

**Request Termination:**

**Voided**

**Explanation:**

**Denied**



**CHANGE ORDER REQUEST BREAKDOWN SUMMARY SHEET**

Project Name: Albany Airport Parking Garage 988-GCR  
 Building / Area: Bridge Abutment

PCO #: 501  
 COR #:

Subcontractor/Vend Whitacre Engineering Co  
 BP #: 089GC  
 Change Order Source:

<b>MWBE Participatin:</b>	<b>Percentage Overall</b>
MBE	#REF!
WBE	#REF!

Item No.	WBS/CSI Cost Code	Description	Materials & Equipment				Subcontract				Fully Burdened Labor Rate			Duration				
			Qty	Unit	Unit Cost	Subtotal	Qty	Unit	Unit Cost	Subtotal	Straight Hours	Time + 1/2 Hours	Double Time Hours		Labor Costs			
															Straight Time	EO Time & 1/2	EO Double Time	Total
1		Signed Slip Ticket 082319 - General Foreman									3		28.08			\$84.24		
		Signed Slip Ticket 082319 - Journeyman									3		25.64			\$76.92		
2		Signed Slip Ticket 090319 - General Foreman									2		28.08			\$56.16		
		Signed Slip Ticket 090319 - Journeyman									2		25.64			\$51.28		
3		Signed Slip Ticket 091119 - General Foreman									2		28.08			\$56.16		
		Signed Slip Ticket 091119 - Foreman									2		27.28			\$54.52		
		Signed Slip Ticket 091119 - Journeyman									5		25.64			\$128.20		
<b>Net Subtotal:</b>						<b>\$0.00</b>					<b>0</b>	<b>19</b>	<b>0</b>	<b>\$0.00</b>	<b>188.42</b>	<b>0.00</b>	<b>\$507.48</b>	
<b>Total SGA &amp; OH+P</b>						<b>\$0.00</b>	<b>15.00%</b>										<b>\$0.00</b>	<b>0.00%</b>
<b>Tax (if applicable)</b>						<b>\$0.00</b>											<b>\$0.00</b>	
<b>Total</b>						<b>\$0.00</b>											<b>\$0.00</b>	
<b>Net Subtotal:</b>						<b>\$0.00</b>											<b>\$0</b>	
<b>FEE @ 5%</b>																	<b>\$0</b>	
<b>GL @ 1%</b>																	<b>\$0</b>	
<b>Total</b>						<b>\$0.00</b>											<b>\$0</b>	
													<b>Total Labor:</b>	<b>\$507.48</b>				
													<b>Total Materials, Subcontract &amp; Labor, &amp; OH+P:</b>	<b>\$507</b>				



## Whitacre Field Changes and Extras

Submitted by: Merritt, Jeff

Created date: 8/26/2019 5:55:21 AM EDT

### Global Info

Question	Answer	Flag
Foreman	Jeff Merritt	
Job Number	1900473	
Job Name	Albany airport	
Number of Employees	2	

### Field Changes & Extras Authorization

Question	Answer	Flag
Contractor	Lechase	
Date	8/23/2019 6:18 AM	
Type of Work	Original Scope of Work	

### Crew Members

Question	Answer	Flag
Crew Member Printed Name	Jeff Merritt	
Job Class	General Foreman	
Hours Worked Straight Time	0	
Hours Worked Time & Half	3	

Hours Worked Double Time 0

### Crew Members

Question	Answer	Flag
Crew Member Printed Name	Dewey Sims	
Job Class	Journeyman	
Hours Worked Straight Time	0	
Hours Worked Time & Half	3	
Hours Worked Double Time	0	

### Hours

Question	Answer	Flag
Total Employee Hours Worked	6	

### Description

Question	Answer	Flag
Describe the actual work completed.	Foundation for bridge abutment place wall dowels	
Why is this considered to be outside the normal scope of work?	Overtime	
What segment (area) of the job did you complete the work?	Beginning abutment	
Drawing Number	201	
Barlist	N/A	
Additional Comments	N/A	

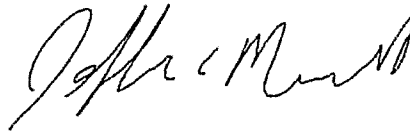
### Signatures

Question

Answer

Flag

Foreman's Signature



Contractor Representative

Bill Hess

Contractor Representative Signature: By signing this document, I affirm that I am a representative of the company and authorized to approve additional work beyond the original scope of the contract.



**Submit Completed Form**

Question

Answer

Flag

Submit Form

Yes







## Whitacre Field Changes and Extras

Submitted by: Merritt, Jeff

Created date: 9/13/2019 11:51:19 AM EDT

### Global Info

Question	Answer	Flag
Foreman	Jeff Merritt	
Job Number	1900473	
Job Name	Albany airport parking garage	
Number of Employees	2	

### Field Changes & Extras Authorization

Question	Answer	Flag
Contractor	Lechase	
Date	9/9/2019 6:20 AM	
Type of Work	Original Scope of Work	

### Crew Members

Question	Answer	Flag
Crew Member Printed Name	Jeff Merritt	
Job Class	General Foreman	
Hours Worked Straight Time	0	
Hours Worked Time & Half	2	

Hours Worked Double Time 0

### Crew Members

Question	Answer	Flag
Crew Member Printed Name	Dewey Sims	
Job Class	Journeyman	
Hours Worked Straight Time	0	
Hours Worked Time & Half	2	
Hours Worked Double Time	0	

### Hours

Question	Answer	Flag
Total Employee Hours Worked	4	

### Description

Question	Answer	Flag
Describe the actual work completed.	Walls	
Why is this considered to be outside the normal scope of work?	Overtime	
What segment (area) of the job did you complete the work?	Beginning abutment wall 3	
Drawing Number	202	
Barlist	N/A	
Additional Comments	N/A	

### Signatures

Question	Answer	Flag
----------	--------	------

Foreman's Signature




Contractor Representative

Bill Hess

Contractor Representative Signature: By signing this document, I affirm that I am a representative of the company and authorized to approve additional work beyond the original scope of the contract.



**Submit Completed Form**

Question	Answer	Flag
Submit Form	Yes	



## Whitacre Field Changes and Extras

Submitted by: Merritt, Jeff

Created date: 9/13/2019 11:50:38 AM EDT

### Global Info

Question	Answer	Flag
Foreman	Jeff Merritt	
Job Number	1900473	
Job Name	Albany airport parking garage	
Number of Employees	5	

### Field Changes & Extras Authorization

Question	Answer	Flag
Contractor	Lechaase	
Date	9/11/2019 6:28 AM	
Type of Work	Original Scope of Work	

### Crew Members

Question	Answer	Flag
Crew Member Printed Name	Jeff Merritt	
Job Class	General Foreman	
Hours Worked Straight Time	0	
Hours Worked Time & Half	2	

Hours Worked Double Time 0

### Crew Members

Question	Answer	Flag
----------	--------	------

Crew Member Printed Name	Jay Sims	
--------------------------	----------	--

Job Class	Journeyman	
-----------	------------	--

Hours Worked Straight Time	0	
----------------------------	---	--

Hours Worked Time & Half	1	
--------------------------	---	--

Hours Worked Double Time	0	
--------------------------	---	--

### Crew Members

Question	Answer	Flag
----------	--------	------

Crew Member Printed Name	Adam Hassett	
--------------------------	--------------	--

Job Class	Journeyman	
-----------	------------	--

Hours Worked Straight Time	0	
----------------------------	---	--

Hours Worked Time & Half	2	
--------------------------	---	--

Hours Worked Double Time	0	
--------------------------	---	--

### Crew Members

Question	Answer	Flag
----------	--------	------

Crew Member Printed Name	Dewey Sims	
--------------------------	------------	--

Job Class	Journeyman	
-----------	------------	--

Hours Worked Straight Time	0	
----------------------------	---	--

Hours Worked Time & Half	2	
--------------------------	---	--

Hours Worked Double Time	0	
--------------------------	---	--

### Crew Members

Question	Answer	Flag
Crew Member Printed Name	Brad Branagan	
Job Class	Foreman	
Hours Worked Straight Time	0	
Hours Worked Time & Half	2	
Hours Worked Double Time	0	

### Hours

Question	Answer	Flag
Total Employee Hours Worked	9	

### Description

Question	Answer	Flag
Describe the actual work completed.	Walls	
Why is this considered to be outside the normal scope of work?	Overtime	
What segment (area) of the job did you complete the work?	Beginning abutment walls elevation 2,3,4	
Drawing Number	202	
Barlist	N/A	
Additional Comments	N/A	

### Signatures

Question	Answer	Flag
----------	--------	------

Foreman's Signature




Contractor Representative

Bill Hess

Contractor Representative Signature: By signing this document, I affirm that I am a representative of the company and authorized to approve additional work beyond the original scope of the contract.



**Submit Completed Form**

Question	Answer	Flag
Submit Form	Yes	



the 1990s, the number of people who are employed in the service sector has increased rapidly. In 1990, the service sector employed 20.5% of the total labour force, but by 2000, it had increased to 32.5%. The service sector has become the largest sector in the economy, and it is expected that this trend will continue in the future.

The service sector has also become the main source of income for many people. In 1990, the service sector accounted for 45.5% of the total income, but by 2000, it had increased to 55.5%. The service sector has become the main source of income for many people, and it is expected that this trend will continue in the future.

The service sector has also become the main source of employment for many people. In 1990, the service sector employed 20.5% of the total labour force, but by 2000, it had increased to 32.5%. The service sector has become the main source of employment for many people, and it is expected that this trend will continue in the future.

The service sector has also become the main source of income for many people. In 1990, the service sector accounted for 45.5% of the total income, but by 2000, it had increased to 55.5%. The service sector has become the main source of income for many people, and it is expected that this trend will continue in the future.

The service sector has also become the main source of employment for many people. In 1990, the service sector employed 20.5% of the total labour force, but by 2000, it had increased to 32.5%. The service sector has become the main source of employment for many people, and it is expected that this trend will continue in the future.

The service sector has also become the main source of income for many people. In 1990, the service sector accounted for 45.5% of the total income, but by 2000, it had increased to 55.5%. The service sector has become the main source of income for many people, and it is expected that this trend will continue in the future.

The service sector has also become the main source of employment for many people. In 1990, the service sector employed 20.5% of the total labour force, but by 2000, it had increased to 32.5%. The service sector has become the main source of employment for many people, and it is expected that this trend will continue in the future.

The service sector has also become the main source of income for many people. In 1990, the service sector accounted for 45.5% of the total income, but by 2000, it had increased to 55.5%. The service sector has become the main source of income for many people, and it is expected that this trend will continue in the future.

The service sector has also become the main source of employment for many people. In 1990, the service sector employed 20.5% of the total labour force, but by 2000, it had increased to 32.5%. The service sector has become the main source of employment for many people, and it is expected that this trend will continue in the future.

# Change Order Request

LeChase Construction Services, LLC  
220 Harborside Drive, Suite 301  
Schenectady, NY 12305  
Phone: 518-388-9200

Date: 10/14/2019

Owner : Albany County Airport Authority

Project: 1934006 - Albany Airport Parking Garage - 989-GCR

## Reason:

Change Order Request # : **38 - PCO 031 - Bulletin 17**

Description of Change: This COR is for changing steel grade from 1085 to A500 as directed in Bulletin 17. This change is actually a cost increase of \$1,970, but Lechase and STS are agreeing to consider this a zero cost change.

Description	Scope of Work	Cost
Structural Steel	Bulletin 17 is an agreed upon zero cost change.	0.00
	<b>Subtotal of Costs</b>	<b>0.00</b>
<b><u>Change Order Add Ons</u></b>		
	Fee	0.00
	GL Insurance	0.00
	P&P Bond	0.00
	<b>Total For Change Order Request</b>	<b>0.00</b>

Albany County Airport Authority

LeChase Construction Services, LLC

Other: If Applicable

Print: \_\_\_\_\_

Print: \_\_\_\_\_

Print: \_\_\_\_\_

Signed: \_\_\_\_\_

Signed: \_\_\_\_\_

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**Albany County Airport Authority  
Work Directive**

Contractor Name	<u>LeChase Construction</u>	Change Directive No.	<u>36</u>
Contact	<u>Ryan Faulkner</u>	Contract No.	<u>989-GC</u>
Address	<u>1473 Erie Boulevard</u>	Project Name	<u>Parking Garage General Construction</u>
City, State ZIP	<u>Schenectady, NY 12305</u>	Project Location	<u>Albany International Airport</u>

**Basis of Work Directive**

- |  |  |
|--|--|
| <input type="checkbox"/> Error/Omission          | <input type="checkbox"/> Differing Site Condition        |
| <input type="checkbox"/> Owner Request           | <input type="checkbox"/> Field Resolution                |
| <input type="checkbox"/> Value Engineering       | <input checked="" type="checkbox"/> Information Bulletin |
| <input type="checkbox"/> Request for Information |  |

**Adjustment to Contract Sum (Indicate if zero cost)**

Add: \$ TBD Deduct: \$ \_\_\_\_\_

**Adjustment to Contract Time**

- |   |                   |
|---|-------------------|
| <input checked="" type="checkbox"/> No Change | ___ Days Added    |
|   | ___ Days Deducted |

**Cost Basis (check all that apply)**

- |  |                                      |
|--|--------------------------------------|
| <input type="checkbox"/> Time & Material Not to Exceed | <input type="checkbox"/> Fixed Price |
| <input type="checkbox"/> Allowance (described below)   | <input type="checkbox"/> Unit Price  |


**Your company is authorized and directed to proceed with the following (attach additional sheets if needed):**  
*Provide credit for the steel grade change from Level 4 and Level 5 for the Ramp Roof.*

**Justification:**

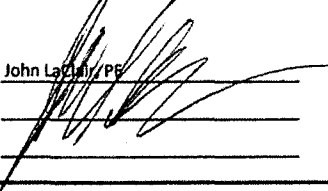
*989-GC Information Bulletin 17 [IB17-A-01] dated 09.17.19 and RFI #70. The grade change from ASTM 1085 to A500 Grade B requires a credit.*

**Special Notice: This Change Directive identifies satisfaction of all compensation and time adjustments related to this change in the Work**

**Construction Manger Recommendation**

Name Robert Wagner  
Signature   
Date 06/19

**Contracting Authority Approval**

Name John Lazzari, PE  
Signature   
Date \_\_\_\_\_

Size	Weight Purchased (Tons)	A1085 Price Per Pound	Cost of 1085	A500 Price Per Pound	Cost of A500
20x8x5/8	5.297	\$ 1.04	\$ 11,017.76	\$ 1.07	\$ 11,340.88
12x6x3/8	7.488	\$ 0.52	\$ 7,787.52	\$ 0.54	\$ 8,096.03
10x10x5/8	1.145	\$ 0.56	\$ 1,270.95	\$ 0.62	\$ 1,430.79
5x3x1/4	2.051	\$ 0.52	\$ 2,133.04	\$ 0.54	\$ 2,215.49
12x12x5/8	1.867	\$ 0.56	\$ 2,072.37	\$ 0.57	\$ 2,135.47
10x6x3/8	15.805	\$ 0.52	\$ 16,437.20	\$ 0.55	\$ 17,236.93
6x4x3/8	0.537	\$ 0.52	\$ 558.48	\$ 0.56	\$ 603.59
6x4x1/2	0.498	\$ 0.52	\$ 517.92	\$ 0.63	\$ 626.78
4x4x3/8	0.345	\$ 0.52	\$ 358.80	\$ 0.64	\$ 438.50
Total			\$ 42,154.04		\$ 44,124.46

<i>Cost Difference Add</i>	\$ 1,970.42
----------------------------	-------------



## Jeremy Krupa

---

**From:** Matthew Partak  
**Sent:** Tuesday, October 01, 2019 11:02 AM  
**To:** Jeremy Krupa  
**Subject:** FW: 1902 A-1085 material  
**Attachments:** albany international airport 1085 job - MMUSA update 06202019.xlsx

---

**From:** Demoncada, Scott <Scott.Demoncada@atlastube.com>  
**Sent:** Thursday, June 20, 2019 5:21 PM  
**To:** Matthew Partak <mattp@stssteel.com>  
**Cc:** Kulak, Jennifer <Jennifer.Kulak@atlastube.com>; Michael Stefanski <mikes@stssteel.com>  
**Subject:** RE: 1902 A-1085 material

Matt – on the

- 24 x 12 x .750 we would need an order no later than July 6<sup>th</sup> for a January 2020 delivery. If they have coil available it could be sooner.
- You must buy the minimum weight on the 1085
- I've updated prices where possible. This quote is valid through 06/28/2019 and firm with delivery to 07/31/2019 on the items produced domestically

I'm in the office tomorrow if you have any other questions.

---

**From:** Matthew Partak <mattp@stssteel.com>  
**Sent:** Thursday, June 20, 2019 2:04 PM  
**To:** Demoncada, Scott <Scott.Demoncada@atlastube.com>  
**Cc:** Kulak, Jennifer <Jennifer.Kulak@atlastube.com>; Michael Stefanski <mikes@stssteel.com>  
**Subject:** FW: 1902 A-1085 material  
**Importance:** High

Scott/Jen,

Couple questions we need answered ASAP:

If we were to buy the HSS 24x12x3/4 before the end of June, when would we see the material to us? Also if we ordered in July, what would the lead time be?

On the remaining material that is under the rolling minimum, do you guys upcharge the price if we can't reach the minimum weight or do we have to buy the minimum weight just to get into the rolling?

I copied the last list you sent us regarding the A1085 HSS we need for the job if you can review and let me know if pricing or lead times have changed as I know the beam pricing recently has gone down from the mills so I'm not sure on the HSS

We need to advise the Owner of the project by EOD today so if you can please get back to us ASAP I'd greatly appreciate it

Thanks,

*Matthew Partak*  
*Manager of Purchasing/ Production Control*  
*STS Steel, Inc.*  
*10 Rush Street*  
*Schenectady, NY 12305*  
*Phone 518 370 2693 Ext. 240*  
*Fax 518 370 2696*  
[Mattp@stssteel.com](mailto:Mattp@stssteel.com)

---

**From:** Michael Stefanski <[mikes@stssteel.com](mailto:mikes@stssteel.com)>  
**Sent:** Thursday, June 20, 2019 1:37 PM  
**To:** Matthew Partak <[mattp@stssteel.com](mailto:mattp@stssteel.com)>  
**Cc:** Geoff Frazier <[geoff@stssteel.com](mailto:geoff@stssteel.com)>  
**Subject:** 1902 A-1085 material

Matt

Check with Atlas Tube on:

- Leadtime for HSS 24 x 12 x  $\frac{3}{4}$  A-1085
- The upcharge to have the material for all remaining HSS Shapes required for the A-1085. (i.e buy the rolling requirements)

Looking for this info buy the end of the day today.

Michael Stefanski  
STS Steel, Inc. - Project Manager  
10 Rush Street  
Schenectady, NY 12305

p 518-370-2693 Ext 232

f 518-370-2696

[mikes@stssteel.com](mailto:mikes@stssteel.com)

[WWW.STSSTEEL.COM](http://WWW.STSSTEEL.COM)

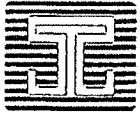
An Affirmative Action-Equal Opportunity Employer

spec	size	size	wall	length /FT	#pcs	weight per foot	total weight	total weight by section	lead time	Mill Min	Price CWT Dlvd
1085	24	12	0.75	48	14	171.16	57.51				\$ 121.50
1085	24	12	0.75	40	11	171.16	37.66	95.16	24 weeks		
1085	20	8	0.625	47.0156	2	110.36	5.19	5.19	8 weeks	20 tons	\$ 104.00
1085	12	6	0.375	32.0677	10	42.79	6.86	6.86	8 weeks	30 tons	\$ 52.00
1085	10	10	0.625	6.0164	2	76.33	0.46	1	8 weeks	20 tons	\$ 55.50
1085	10	10	0.625	7.0225	2	76.33	0.54				
1085	5	3	0.25	47.0017	7	12.21	2.01	2.01	8 weeks	20 tons	\$ 52.00
1085	12	12	0.625	3.75	2	93.34	0.35	1.70	8 weeks	20 tons	\$ 55.50
1085	12	12	0.625	3.9166	3	93.34	0.55				
1085	12	12	0.625	4	2	93.34	0.37				
1085	12	12	0.625	4.5	1	93.34	0.21				
1085	12	12	0.625	4.75	1	93.34	0.22				
1085	10	6	0.375	18.0607	3	37.69	1.02	15.16	8 weeks	10 ton min - POC	\$ 52.00
1085	10	6	0.375	18.0616	8	37.69	2.72				
1085	10	6	0.375	18.0611	8	37.39	2.70				
1085	10	6	0.375	18.062	5	37.69	1.70				
1085	10	6	0.375	18.0629	14	37.69	4.77				
1085	10	6	0.375	18.75	3	37.69	1.06				
1085	10	6	0.375	21.0225	3	37.69	1.19				
1085	6	4	0.375	8.006	2	22.37	0.18	0.1	8 weeks	10 ton min - POC	\$ 52.00
1085	6	4	0.5	8.006	4	28.43	0.46	0.1	8 weeks	10 ton min - POC	\$ 52.00
1085	4	4	0.375	11.0763	1	17.27	0.10	0.1	8 weeks	10 ton min - POC	\$ 52.00

127.81

must take product of coils  
20 min lengths  
bundle sizes TBD





# STS STEEL, INC.

ENGINEERS • FABRICATORS • ERECTORS  
AN EMPLOYEE OWNED COMPANY  
AN AFFIRMATIVE ACTION-EQUAL OPPORTUNITY EMPLOYER

10 Rush Street Schenectady, NY 12305  
Phone: (518) 370-2693 Fax: (518) 370-4873

## Purchase Order # 1903D-

This number must appear on all invoices and shipping papers.

### ISSUED TO:

Steel Sales, Inc.  
PO Box 539

Sherburne, NY 13460

Attn: Penne Wolf

TEL: (607) 674-6363

FAX: (607) 674-9706

### DELIVER TO:

STS Steel, Inc.  
25 Mohawk Harbor Way

Schenectady, NY 12305 USA

Shipping via: Truck  
FOB Point: STS Steel  
Shop Release: GF-IP

Issued on: 07-01-19 Deliver by: 07-17-19 AM  
PO Terms:

Domestic (M & M) steel only

Certified Material Test Reports Required

Please provide delivery schedule prior to shipping. Notify STS Steel immediately if delivery schedule must be changed.  
Receiving hours are from 6:00 AM to 2:00 PM ET Monday through Thursday; 6:00 AM to 9:00 AM ET Friday, excluding holidays.

No.	Qty	Type	Size	Grade	Length	Weight	Unit Cost	Extended Cost
1	7	HSS	5x3x1/4	A500-Gr B	48' 0"	2.051T	\$0.5401 #/	\$2,215.79
							Phase 1903	GL Acct100
2	1	HSS	10x10x5/8	A500-Gr B	30' 0"	1.145T	\$0.6248 #/	\$1,430.73
							Phase 1903	GL Acct100
3	10	HSS	12x6x3/8	A500-Gr B	35' 0"	7.488T	\$0.5406 #/	\$8,096.30
							Phase 1903	GL Acct100
4	1	HSS	12x12x5/8	A500-Gr B	40' 0"	1.867T	\$0.5719 #/	\$2,135.25
							Phase 1903	GL Acct100
5	2	HSS	20x8x5/8	A500-Gr B	48' 0"	5.297T	\$1.0705 #/	\$11,341.48
							Phase 1903	GL Acct100
6	1	HSS	6x4x3/8	A500-Gr B	48' 0"	0.537T	\$0.5620 #/	\$603.45
							Phase 1903	GL Acct100
7	1	HSS	6x4x1/2	A500-Gr B	35' 0"	0.498T	\$0.6293 #/	\$626.18
							Phase 1903	GL Acct100
8	1	HSS	4x4x3/8	A500-Gr B	40' 0"	0.345T	\$0.6355 #/	\$439.00
							Phase 1903	GL Acct100

Material \$26,888.18

Freight

Sales Tax

Cut Charges

Total Weight 19.228T

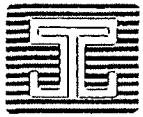
Total Cost \$26,888.18

**PLEASE NOTE THAT OUR MAILING AND PHYSICAL DELIVERY ADDRESS HAVE CHANGED:**  
WE HAVE NOT PHYSICALLY RELOCATED - ONLY STREET NAME CHANGES HAVE OCCURED.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Issued by: MATT PARTAK



# STS STEEL, INC.

ENGINEERS • FABRICATORS • ERECTORS  
AN EMPLOYEE OWNED COMPANY  
AN AFFIRMATIVE ACTION-EQUAL OPPORTUNITY EMPLOYER

10 Rush Street Schenectady, NY 12305  
Phone: (518) 370-2693 Fax: (518) 370-4873

<b>Purchase Order # 1903E-</b>		<b>Revision: 1</b> This number must appear on all invoices and shipping papers.	
<b>ISSUED TO:</b> Atlas Tube Inc. 200 Clark Street  Harrow, ONTARIO, NORIGO Attn: Jennifer Kulac		<b>DELIVER TO:</b> STS Steel, Inc. 25 Mohawk Harbor Way  Schenectady, NY 12305 USA	
TEL: 1-877-776-6774 FAX:			
Shipping via: Truck FOB Point: STS Steel Shop Release: GF-IP		Issued on: 07-01-19 Deliver by: 08-30-19 AM PO Terms:	
<input checked="" type="checkbox"/> Domestic (M & M) steel only		<input checked="" type="checkbox"/> Certified Material Test Reports Required	
Please provide delivery schedule prior to shipping. Notify STS Steel immediately if delivery schedule must be changed. Receiving hours are from 6:00 AM to 2:00 PM ET Monday through Thursday; 6:00 AM to 9:00 AM ET Friday, excluding holidays.			

No.	Qty	Type	Size	Grade	Length	Weight	Unit Cost	Extended Cost	
1	4	HSS	10x6x3/8	A500-Gr B	21' 4"	1.608T	\$0.5453 /#	\$1,753.80	
			INCLUDES SHIPPING				Phase 1903	GL Acct100	
2	20	HSS	10x6x3/8	A500-Gr B	37' 8"	14.197T	\$0.5453 /#	\$15,482.77	
			INCLUDES SHIPPING				Phase 1903	GL Acct100	
							<b>Material</b>	<b>\$17,236.57</b>	
							<b>Freight</b>		
							<b>Sales Tax</b>		
							<b>Cut Charges</b>		
						<b>Total Weight</b>	<b>15.805T</b>	<b>Total Cost</b>	<b>\$17,236.57</b>

**PLEASE NOTE THAT OUR MAILING AND PHYSICAL DELIVERY ADDRESS HAVE CHANGED:**  
WE HAVE NOT PHYSICALLY RELOCATED - ONLY STREET NAME CHANGES HAVE OCCURED.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Issued by: MATT PARTAK





## Change Order Request

LeChase Construction Services, LLC  
 220 Harborside Drive, Suite 301  
 Schenectady, NY 12305  
 Phone: 518-388-9200

Date: 11/2/2019

Owner : Albany County Airport Authority

Project: 1934006 - Albany Airport Parking Garage - 989-GCR

**Reason:**

**Change Order Request # :** 41 - PCO 066 - Keller T&M Catch Basin & Elec Conduit

**Description of Change:** This COR is for all T&M work as directive by Turner for the following:

1. Work around existing electrical conduit at retaining wall
2. Rebuild storm structure on west side of garage

No additional time required.

Description	Scope of Work	Cost
Earthwork	Tickets 10/5 Electrical conduits at retaining wall 10/25 storm structure rebuild	2,943.00
<b>Subtotal of Costs</b>		<b>2,943.00</b>

**Change Order Add Ons**

Fee	147.00
GL Insurance	31.00
P&P Bond	19.00

**Total For Change Order Request** **3,140.00**

Albany County Airport Authority

LeChase Construction Services, LLC

Other: If Applicable

Print: \_\_\_\_\_

Print: \_\_\_\_\_

Print: \_\_\_\_\_

Signed: \_\_\_\_\_

Signed: \_\_\_\_\_

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_







**WM. J. KELLER & SONS CONSTRUCTION CORP.**  
**DAILY RECORD OF WORK AUTHORIZED, NOT INCLUDED IN CONTRACT**

Contract <u>1901</u>		Owner <u>Lechise</u>				Date <u>10/25/19</u>					
Item No. or Description											
LABOR				MATERIALS				EQUIPMENT			
Name	Labor Classification	Hours		Material	Quant.	Bare Cost	Trans. Taxes	Description	Hours	Rate	Cost
		Reg.	O.T.								
Paul Dignum	S	1		6" concrete pipe	2			Hub 035 +	2		
Jim Smith	o/s	3.5		Steel plate 4"x1" x 1"	1			F250 track	1		
Russ Wilson	lab	3.5		GROUT	4 bags						
Frank Corradi	lab	3.5		Hydraulic cement	2.5 cu ft						
Mike Slicer	Track Driver	1									
Mike Yowell	lab	1.5									
				Total for Day -				Total for Day			

STATEMENT OF WORK ACCOMPLISHED: Cut & prep steel plate - Demo structure + frame - install pipes + rebuild structure + set frame to grade

**CERTIFICATION:** - I certify to the best of my knowledge and belief, that the equipment used on this work was of the proper size and that the account herein shown is an accurate statement of the labor, materials and equipment used on this day.

Signed: [Signature] 10/25/19 For Contractor Date [Signature] 10/25/19 For Owner Date



DAILY RECORD OF WORK AUTHORIZED, NOT INCLUDED IN CONTRACT *Retaining Wall*

Contract:		19-01 / 989-GCR				Owner:		LeChase				Date:		10/5/2019 Saturday			
Item No. or Description:		T&M - Conduit (National Grid Conduit)															
Name	Labor Classification	Hours		Rates (\$)		Total	MATERIALS					EQUIPMENT					
		Reg.	O.T.	Reg.	O.T.		Material	Quant.	Cost	Tax	Total	Description	Hours	Rate	Total		
Paul D.	Foreman	0.00	2.50	\$ 82.09	\$ 108.92	\$ 272.30	none					\$ -	F-350 Utility Truck	2.50	\$29.00	\$ 72.50	
Jim S.	Operator	0.00	2.50	\$ 79.75	\$ 105.42	\$ 263.55						\$ -	Kubota 035 EX	2.50	\$40.00	\$ 100.00	
Bruce V.	Laborer	0.00	2.50	\$ 61.41	\$ 79.64	\$ 199.10						\$ -				\$ -	
Frank C.	Laborer	0.00	2.50	\$ 61.41	\$ 79.64	\$ 199.10						\$ -				\$ -	
						\$ -						\$ -				\$ -	
						\$ -						\$ -				\$ -	
						\$ -						\$ -				\$ -	
						\$ -						\$ -				\$ -	
						\$ -						\$ -				\$ -	
						\$ -						\$ -				\$ -	
						\$ -						\$ -				\$ -	
						\$ -						\$ -				\$ -	
						\$ -						\$ -				\$ -	
						\$ -						\$ -				\$ -	
						\$ -						\$ -				\$ -	
						\$ -						\$ -				\$ -	
						\$ -						\$ -				\$ -	
						\$ -						\$ -				\$ -	
Labor Total:						\$ 934.05	Material Total:					\$ -	Equipment Total:				\$ 172.50
Grand Total =						\$ 1,107	10% OH&P =					\$	1,217				

Statement of Work Accomplished: T&M: Excavate and hand dig to expose electric conduit. Conduit interferes with new utility insulation

CERTIFICATION: I certify to the best of my knowledge and belief, that the equipment used on this work was of the proper size and that the account herein shown is an accurate statement of the labor, materials and equipment used on this day

Signed: Jameson Phillips 10/5/2019  
 For Contractor Date For Owner Date







## Change Order Request

LeChase Construction Services, LLC  
 220 Harborside Drive, Suite 301  
 Schenectady, NY 12305  
 Phone: 518-388-9200

Date: 11/2/2019

Owner : Albany County Airport Authority

Project: 1934006 - Albany Airport Parking Garage - 989-GCR

**Reason:**

Change Order Request # : **43 - PCO 071 - RFI 121**

Description of Change: This COR is for all additional work associated with the designs response to RFI 121. Change glass and storefront system to accommodate 9/16 laminated glass at elevator shaft.

No time extension required.

Description	Scope of Work	Cost
Curtain Wall And Glazed Assemblies		1,579.00
<b>Subtotal of Costs</b>		<b>1,579.00</b>
<b><u>Change Order Add Ons</u></b>		
	Fee	79.00
	GL Insurance	17.00
	P&P Bond	10.00
<b>Total For Change Order Request</b>		<b>1,685.00</b>

Albany County Airport Authority

LeChase Construction Services, LLC

Other: If Applicable

Print: \_\_\_\_\_

Print: \_\_\_\_\_

Print: \_\_\_\_\_

Signed: \_\_\_\_\_

Signed: \_\_\_\_\_

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_



TCCo New York North  
1 Computer Drive South  
Albany, New York 12205  
Phone: (518) 432-0277  
Fax: (518) 432-0279

Project: 190154 - 989 [Parking Garage] Albany Airport  
737 Albany Shaker Road  
Albany, New York 12205  
Phone: (518) 852-1093

**[989 GC] Elevator Shaft Glass**

<b>TO:</b>	Amy Signor, AIA (Bergmann Architects + Engineers ) Jeff Snay (Desman Inc)	<b>FROM:</b>	Zachary Johnson (LeChase Construction [989-GC]) 229 Harborside Drive, Suite #301 Schenectady, New York 12305
<b>DATE INITIATED:</b>	07/26/2019	<b>STATUS:</b>	Closed
<b>LOCATION:</b>	Parking Garage	<b>DUE DATE:</b>	07/28/2019
<b>PROJECT STAGE:</b>		<b>COST CODE:</b>	
<b>SUB JOB:</b>		<b>SCHEDULE IMPACT:</b>	TBD
<b>COST IMPACT:</b>	Yes (Unknown)	<b>SPEC SECTION:</b>	
<b>DRAWING NUMBER:</b>		<b>REFERENCE:</b>	
<b>LINKED DRAWINGS:</b>	<a href="#">A-201</a>		
<b>RECEIVED FROM:</b>	Zachary Johnson (LeChase Construction [989-GC])		
<b>COPIES TO:</b>	Sonia Bangalore (Parsons ), Joe Johnson (Creighton Manning), Christopher Kovary, RA (Parsons ), John LaClair, PE (Albany County Airport Authority), Rich LaRose,AIA (CHA - Clough Harbor ), John O'Donnell, PE (Albany County Airport Authority), Eric Riehl (Turner Special Projects Division), Howard Unger, PE (Parsons )		

**Question from Zachary Johnson (LeChase Construction [989-GC]) at 12:26 PM on 07/25/2019**

We have ordered a 5/16" laminated glass with a green inter layer for above the elevator shaft, but this green looks and much different than the 1/4" green tempered at all of the other locations. After going through the spec again, it says color of interlayer to be clear unless otherwise indicated. Please advise if you want a tint on the laminated glass above the elevator or should this be clear? If they want a tint to match the other glass we'll have to go with a 9/16" laminated product and change the storefront system, which would result in an upcharge. Please advise.

**Attachments:**  
[RFI Elevator Glass.pdf](#)

**Official Response:** Amy Signor, AIA (Bergmann Architects + Engineers ) responded on Monday, August 5th, 2019 at 12:19PM EDT  
Please provide the samples of the different glazing types for comparison and approval.

**Attachments:**

BY \_\_\_\_\_ DATE \_\_\_\_\_ COPIES TO \_\_\_\_\_

**CHANGE ORDER REQUEST**



**Contractor:** Architectural Glass and Metal  
**Contractor COR #:** 3  
**Bid Package #:** \_\_\_\_\_

**Albany Airport Parking Garage 989-GCR**  
**Date:** 10/10/19  
**PCO #:** \_\_\_\_\_  
**Building/Area:** Parking Garage

**Change Order Reference Document:**

RFI #: 121      Bulletin #: \_\_\_\_\_      Other: \_\_\_\_\_

**Description of Change:**

Change glass and storefront system to accommodate 9/16 laminated glass at elevator shaft.

**Justification**

**Specified 450 storefront and 5/16" laminated glass, but green tint isn't available in 5/16" laminated glass.**

**Change Order Attachment List:**

- 1. COR cover page 4
- 2. COR Reference Doc 5
- 3. Subcontractor backup 6

**Commercial Verification of Price:**

- 1. Verification of unit rates consistent with contract 4
- 2. Verification of quantities and locations 5
- 3 6

**Schedule Impact:**

- A - Zero / Noncritical Impact to Schedule
- B - Impact Critical, Recoverable w/ Overtime
- C - Impact Critical, Not Recoverable

**Days to Complete Added Scope:**

Days to Complete Added Scope:	
Current Contract Completion Date	Adjusted Contract Completion Date:

For both B and C: Attached detailed description of impact. List milestones impacted & state why. Attach schedule showing the impact & a recovery schedule.

**Signatory Approval**

**Subcontractor:**      Dan Serfilippi      Project Manager      10/102019  
Name: \_\_\_\_\_      Title: \_\_\_\_\_      Date: \_\_\_\_\_

**LeChase:**      \_\_\_\_\_  
Name: \_\_\_\_\_      Title: \_\_\_\_\_      Date: \_\_\_\_\_

**Owner:**      \_\_\_\_\_  
Name: \_\_\_\_\_      Title: \_\_\_\_\_      Date: \_\_\_\_\_

\_\_\_\_\_  
Name: \_\_\_\_\_      Title: \_\_\_\_\_      Date: \_\_\_\_\_

**Request Termination:**

- Voided**      **Explanation:** \_\_\_\_\_
- Denied**







## Change Order Request

LeChase Construction Services, LLC  
 220 Harborside Drive, Suite 301  
 Schenectady, NY 12305  
 Phone: 518-388-9200

Date: 11/2/2019

Owner : Albany County Airport Authority

Project: 1934006 - Albany Airport Parking Garage - 989-GCR

Reason:

Change Order Request # : 48 - PCO 061 - Topping Infills

Description of Change: This COR is for all additional work associated with topping 40 "16x16" openings in garage deck that were left open by Unistress. *No additional time required.*

Description	Scope of Work	Cost
Concrete		5,972.00
<b>Subtotal of Costs</b>		<b>5,972.00</b>
<u>Change Order Add Ons</u>		
	Fee	299.00
	GL Insurance	64.00
	P&P Bond	38.00
<b>Total For Change Order Request</b>		<b>6,373.00</b>

Albany County Airport Authority

LeChase Construction Services, LLC

Other: If Applicable

Print: \_\_\_\_\_

Print: \_\_\_\_\_

Print: \_\_\_\_\_

Signed: \_\_\_\_\_

Signed: \_\_\_\_\_

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

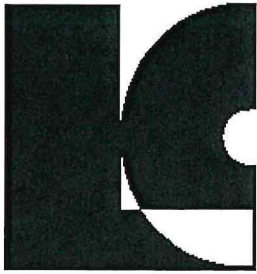
Date: \_\_\_\_\_

Date: \_\_\_\_\_



DATED: 10/21/19

PCO #LC-0010



Albany Intl Airport #1934303

# LeChase Construction Services, LLC

Capital District Office  
220 Harborside Drive SUITE 301  
Schenectady, New York 12305

Phone: (518) 388-9200

Fax: (518) 388-9206

Website: www.LeChase.com

**Description of Change:** Provide added topping infills at 40 locations. 10 additional locations per floor.

Labor:	4 men x \$72/ hr x 16 hours Prep, place, and finish	\$4,608.00
Materials:	3 CY Additional concrete & amixtures with waste	\$360.00
Equipment:		
	Lull Use	\$75.00
	Buggies	\$75.00
	Fuel	\$25.00
	Misc. Tools	\$50.00

Subtotal: \$5,193.00

10% OH/P \$5,971.95

**Subcontractors:** (see back-up attached)

**WITH ENTERPRISES:**

Subs \$0.00

10% O & P \$0.00

LeChase & Subs \$5,971.95

Total \$5,972

Time Change: ~~Extension of (0) days is required.~~  
Completion Date is .....

~~YES~~



# Change Order Request

LeChase Construction Services, LLC  
220 Harborside Drive, Suite 301  
Schenectady, NY 12305  
Phone: 518-388-9200

Date: 11/5/2019

Owner : Albany County Airport Authority

Project: 1934006 - Albany Airport Parking Garage - 989-GCR

**Reason:**

Change Order Request # : **49 - PCO 065 - RFI 250 SOG Elevation B/12**

Description of Change: This COR is for all additional work associated with RFI 250 as directed by the design team. Elevations at SOG needed to be modified based off drain elevations...Grades and plumbing drawings did not match and modifications to grade work that was already completed needed to be made. No time extension required.

Description	Scope of Work	Cost
Earthwork		7,419.00
	Subtotal of Costs	<u>7,419.00</u>
<b>Change Order Add Ons</b>		
	Fee	371.00
	GL Insurance	79.00
	P&P Bond	47.00
	<b>Total For Change Order Request</b>	<u><u>7,916.00</u></u>

Albany County Airport Authority

LeChase Construction Services, LLC

Other: If Applicable

Print: \_\_\_\_\_

Print: \_\_\_\_\_

Print: \_\_\_\_\_

Signed: \_\_\_\_\_

Signed: \_\_\_\_\_

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_





TCCo New York North  
 1 Computer Drive South  
 Albany, New York 12205  
 Phone: (518) 432-0277  
 Fax: (518) 432-0279

Project: 190154 - 989 [Parking Garage] Albany Airport  
 737 Albany Shaker Road  
 Albany, New York 12205  
 Phone: (518) 852-1093

**[989 GC] SOG Column Line 12 Elevation Issue**

<b>TO:</b>	Jeff Snay (Desman Inc)	<b>FROM:</b>	Zachary Johnson (LeChase Construction [989-GC])
<b>DATE INITIATED:</b>	10/30/2019		229 Harborside Drive, Suite #301
<b>LOCATION:</b>	Parking Garage		Schenectady, New York 12305
<b>PROJECT STAGE:</b>	Course of Construction	<b>STATUS:</b>	Closed
<b>SUB JOB:</b>		<b>DUE DATE:</b>	11/02/2019
<b>COST IMPACT:</b>	Yes (Unknown)	<b>COST CODE:</b>	
<b>DRAWING NUMBER:</b>		<b>SCHEDULE IMPACT:</b>	Yes (Unknown)
<b>LINKED DRAWINGS:</b>		<b>SPEC SECTION:</b>	033000 [989-GC] [2] - Cast-In-Place Concrete (Parking Garage)
		<b>REFERENCE:</b>	

**RECEIVED FROM:** Zachary Johnson (LeChase Construction [989-GC])

**COPIES TO:**

Sonia Bangalore (Parsons ), Clifford Cool (Creighton Manning), Joe Johnson (Creighton Manning), Christopher Kovary, RA (Parsons ), John LaClair, PE (Albany County Airport Authority), Rich LaRose, AIA (CHA - Clough Harbor ), John O'Donnell, PE (Albany County Airport Authority), Eileen O'Neil (Ambient Environmental Inc.), Eric Riehl (Turner Special Projects Division), Howard Unger, PE (Parsons )

**Question from Zachary Johnson (LeChase Construction [989-GC]) at 08:33 AM on 10/30/2019**

This RFI is for record. A decision has already been determined and set into place via the email correspondence attached.

As discussed on the phone we have an issue with completing our final grades on the ground level of the parking garage. On column line 13 we have followed the response of RFI 84 early on and have installed the plumbing in accordance with the plumbing drawings. We are now realizing that column line 13/B is the high point in the slab and this does not account for the area drains in this location. We believe this location at 13/B should be the low spot for proper drainage.

Jeff Snay Response- I'm OK with raising B/12 to 271'-9". Just to help get a little more slope, I would like to raise A/12 & C/12 to 272'-0"; it would be flat for those bays on the outside, but it would allow for more slope to the drains in the center.

**Attachments:**

[SOG Elevation Issue.pdf](#)

**Official Response:** Jeff Snay (Desman Inc) responded on Thursday, October 31st, 2019 at 3:38PM EDT

I'm OK with raising B/12 to 271'-9". Just to help get a little more slope, I would like to raise A/12 & C/12 to 272'-0"; it would be flat for those bays on the outside, but it would allow for more slope to the drains in the center.

**Attachments:**

BY \_\_\_\_\_

DATE \_\_\_\_\_

COPIES TO \_\_\_\_\_

**CHANGE ORDER REQUEST**



Contractor: Keller  
 Contractor COR #: \_\_\_\_\_  
 Bid Package #: 989-GCR

Date: 10/30/19  
 PCO #: \_\_\_\_\_  
 Building/Area: Garage B/12

**Change Order Reference Document:**

RFI #: \_\_\_\_\_ Bulletin #: \_\_\_\_\_ Other: \_\_\_\_\_

**Description of Change:**

Due to plumbing coordination the grades were raised around B/12

**Justification**

Due to plumbing coordination the grades were raised around B/12. Added more stone subbase to the area since it was already cut to subgrade

**Change Order Attachment List:**

- 1. COR cover page 4
- 2. COR Reference Doc 5
- 3. Subcontractor backup 6

**Commercial Verification of Price:**

- 1. Verification of unit rates consistent with contract 4
- 2. Verification of quantities and locations 5
- 3 6

**Schedule Impact:**

A - Zero / Noncritical Impact to Schedule

B - Impact Critical, Recoverable w/ Overtime

C - Impact Critical, Not Recoverable

**Days to Complete Added Scope:**

1	
Current Contract Completion Date	Adjusted Contract Completion Date:

For both B and C: Attached detailed description of impact. List milestones impacted & state why. Attach schedule showing the impact & a recovery schedule.

**Signatory Approval**

Subcontractor: Jameson Phillips Estimator / PM 10/30/19  
 Name: \_\_\_\_\_ Title: \_\_\_\_\_ Date

LeChase: \_\_\_\_\_  
 Name: \_\_\_\_\_ Title: \_\_\_\_\_ Date

Owner: \_\_\_\_\_  
 Name: \_\_\_\_\_ Title: \_\_\_\_\_ Date

\_\_\_\_\_ Name: \_\_\_\_\_ Title: \_\_\_\_\_ Date

**Request Termination:**

Voided Explanation:

Denied







Civil Engineering Technology  
Construction Technology  
Architectural Technology

Name: AIRPORT GCR

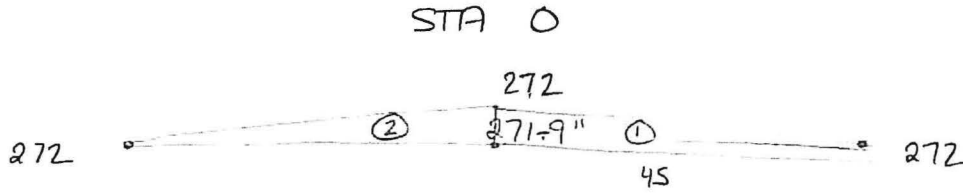
Date: 10/30/19

Course # and Section: SOG REV.

Page 1 of 1

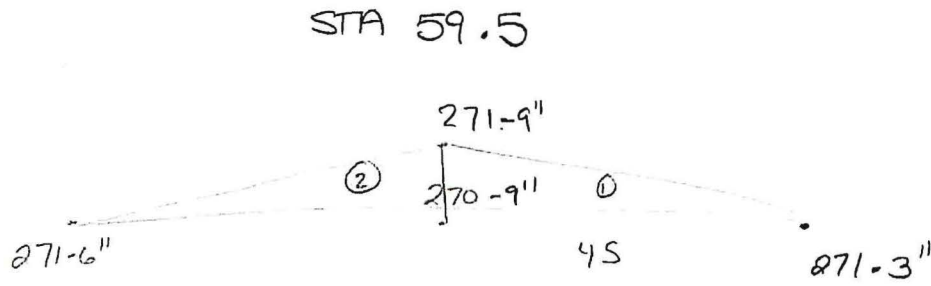
Problem #: CWH

Due Date:



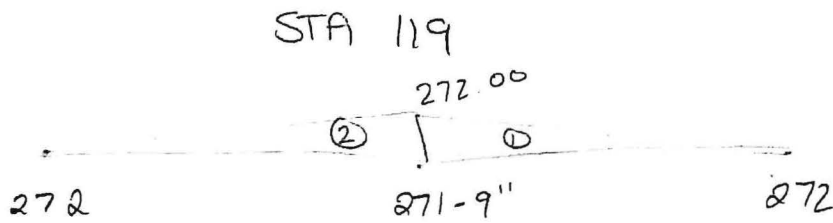
$$1+2 = BH/2 = \text{AREA} \times 2$$

$$1+2 = 45 \times .25/2 = 5.625 \times 2 = 11.25 \text{ SF}$$



$$1+2 = BH/2 = \text{AREA} \times 2$$

$$1+2 = 45 \times 1/2 = 22.5 \times 2 = 45 \text{ SF}$$



$$1+2 = BH/2 = \text{AREA} \times 2$$

$$1+2 = 45 \times .25/2 = 5.625 \times 2 = 11.25 \text{ SF}$$

**Airport SOG Revision**

Station	Cut End Area (sf)	Fill End Area (sf)	Cut Volume (BCY)	Fill Volume (CCY)	Stripping Cut Section (BCY)	Stripping Fill Section (CCY)	Total Cut (BCY)	Total Fill (CCY)	Adjusted Fill (BCY)	Algebraic Sum (BCY)	Mass Ordinate (BCY)
0	0	0	0	0	0	0	0	0	0	0	0
0	0	11.25	0	0	0	0	0	0	0	0	0
59.5	0	45	0	62	0	0	0	62	69	-69	-69
119	0	11.25	0	62	0	0	0	62	69	-69	-139
0	0	0	0	0	0	0	0	0	0	0	-139
0	0	0	0	0	0	0	0	0	0	0	-139
0	0	0	0	0	0	0	0	0	0	0	-139
0	0	0	0	0	0	0	0	0	0	0	-139
0	0	0	0	0	0	0	0	0	0	0	-139
0	0	0	0	0	0	0	0	0	0	0	-139
0	0	0	0	0	0	0	0	0	0	0	-139
0	0	0	0	0	0	0	0	0	0	0	-139
0	0	0	0	0	0	0	0	0	0	0	-139
0	0	0	0	0	0	0	0	0	0	0	-139
0	0	0	0	0	0	0	0	0	0	0	-139
0	0	0	0	0	0	0	0	0	0	0	-139

Shrinkage 12%

Fill Total: 139  
 Cut Total: 0

Is this a waste or borrow project?

Borrow Project

Required: **139** CY

**AGENDA ITEM NO. 12**

**Authorization of Federal and State Grants**

**AGENDA ITEM NO. 13**

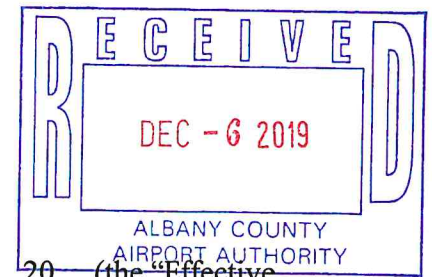
**Emergency Procurement Approvals by CEO –  
Informational Only**

**INFORMAITONAL ONLY  
AGENDA ITEM NO. 13.1**

**Host Site Agreement**

# 13.1 INFORMATIONAL ONLY

## HOST SITE AGREEMENT



This Host Agreement (“Agreement”) is effective as of \_\_\_\_\_, 20\_\_ (the “Effective Date”) by and between the New York Power Authority, a corporate municipal instrumentality of the State of New York with an office located at 123 Main Street, White Plains, New York 10601 (the “Authority”) and \_\_\_\_\_, a \_\_\_\_\_ with offices located at \_\_\_\_\_ (“Host Site Owner”).

WHEREAS, the Authority is permitted pursuant to Section 1005(9-a) of the New York Public Authorities Law, to construct, install, lease, operate and maintain electric vehicle charging stations throughout the state for use by the public; and

WHEREAS, the Host Site Owner acknowledges the value of installing electric vehicle charging stations on its premises (described more accurately in Section 2, below), and desires to grant access and use of a portion of the premises to the Authority pursuant to the terms set forth herein;

NOW THEREFORE, the Authority and the Host Site Owner (sometimes referred to herein collectively as the “Parties” and individually as a “Party”), in consideration of the above and for other good and valuable consideration, the receipt and legal sufficiency of which is hereby acknowledged, the Parties agree as follows:

### 1. DEFINITIONS:

For the purposes of this Agreement the terms listed below shall have the following definitions:

“Charging Station(s)” shall mean DCFC 150 kilowatt electric charging station to charge electric vehicles, and encompasses all requisite Trade Fixtures and ancillary equipment related thereto, but does not include Infrastructure.

“Charging Station Hub” shall mean a bank or set of more than one Charging Stations sharing the same Infrastructure (as defined below).

“Commencement Date” shall have the meaning attributed to it in Section 6.

“Data” shall have the meaning attributed to it in Section 22.

“Event of Default” shall have the meaning attributed to it in Section 15.

“Hazardous Material” shall mean any petroleum, petroleum products or byproducts, and all other regulated hydrocarbons (including without limitation, petrochemicals and crude oil), or any fraction thereof, coal ash, radon gas, asbestos, asbestos-containing material, urea formaldehyde, polychlorinated biphenyls, chlorofluorocarbons, and other ozone-depleting substances; and any chemical, material, substance, product or waste (including thermal discharges and hazardous waste) that is prohibited, limited, or regulated by or pursuant to any environmental laws, this includes waste PCBs (as defined by the United States Environmental Protection Agency (“USEPA”) in 40 CFR Part 761) and hazardous waste (as defined by the USEPA in 40 CFR Part 261 and the NYS DEC in 6 NYCRR Part 371) as well as other material



regulated for purposes of release, reuse, disposal, or recycling (e.g. CFCs, ethylene glycol, mercury, oil, asbestos).

“Host Site” shall have the meaning attributed to it in Section 2.

“Infrastructure” shall mean the permanent improvements to the premises that serve the Charging Stations or Charging Station Hub, including but not limited to, the power supply, utility connections, concrete pads, and the conduit and wiring that run to the Trade Fixtures.

“Initial Term” shall have the meaning attributed to it in Section 13.

“Possession Date” shall have the meaning attributed to it in Section 5.

“Property” shall have the meaning attributed to it in Section 2.

“Renewal Term” shall have the meaning attributed to in Section 13.

“Term” shall have the meaning attributed to in Section 13.

“Trade Fixtures” shall mean the components that comprise the Charging Station including, without limitation, the charger cabinets, charge posts, switchgear, signage, and an energy storage system. Trade Fixtures may also include canopies and lighting systems that exclusively serve the Charging Station(s).

## 2. HOST SITE:

- (i) The Host Site Owner hereby grants to the Authority, its designated representative(s) and their suppliers and subcontractors, unlimited and unrestricted access to approximately 1,000 square feet of landscaped space, including up to 5 parking spaces (the “Host Site”) and such other space as may be required for installation of the Charging Stations (or Charging Station Hub), Infrastructure, Trade Fixtures and appurtenant equipment on the property commonly known as \_\_\_\_\_ (the “Property”).
- (ii) The Host Site Owner will not place any additional electric vehicle charging equipment on the Property without obtaining the Authority’s prior written approval, which will not be unreasonably withheld. The Host Site Owner will provide the Authority with at least sixty (60) days prior written notice before installing any additional electric vehicle charging equipment on the Property. The Host Site Owner will provide the Authority with all necessary information to permit Authority to determine whether the proposed additional electric vehicle charging equipment will interrupt or adversely affect the use of the Charging Station (or Charging Station Hub). A determination that the additional electronic vehicle charging equipment will interrupt or adversely affect the use of the Charging Station (or Charging Station Hub) constitutes a valid basis for withholding consent.

### 3. CONSTRUCTION OF CHARGING STATIONS:

- (i) A total of up to (5) parking spaces are required, where up to (4) shall be outfitted with one Charging Station per parking space and (1) additional parking spot will be marked for ADA accessibility. Upon securing access to the Host Site and obtaining any required approvals from the servicing electric utility, the Authority will, at the its cost and expense, construct or install the Charging Station (or Charging Station Hub), Infrastructure, any additional Trade Fixtures, ancillary equipment and related improvements as described in Exhibit B, attached hereto, in accordance with the site design plan depicted in Exhibit A, attached hereto. The Authority will not commence such construction unless or until the plans and specifications, including exact locations, have been approved by the Host Site Owner, which approval may be by e-mail communication and shall not be unreasonably withheld, conditioned or delayed. All such construction and improvements shall at all times comply with applicable laws, codes and ordinances and shall be installed, maintained and replaced at the Authority's cost and expense, as described herein.
- (ii) This Agreement may be terminated without any liability on the part of the Authority in the event that:
  - a. the Host Site Owner delays the approval of the plans and specifications as required in section 3(i) beyond a period of fifteen (15) days after written notice from the Authority; or
  - b. the Authority cannot secure the required approvals to construct, own, operate and/or maintain the Charging Stations; or
  - c. environmental or other site-related factors adversely affect the Authority's return on investment in the Charging Stations; or
  - d. the Authority cannot obtain an economically viable interconnection with the local utility services as required to operate the Charging Stations and appurtenant equipment contemplated by this Agreement.

4. **ACCESS DATE:** The first date where the Authority may enter the Host Site and Property to begin their work pursuant to this Agreement is \_\_\_\_\_ (the "Access Date").

5. **COMMENCEMENT DATE:** The date that the Charging Station(s) open to the public (the "Commencement Date") shall be within six (6) months following the completion of all external permitting, utility or other requirements necessary to commence construction of the Charging Station (or Charging Station Hub). The Authority will deliver written notice to the Host Site Owner promptly following the Commencement Date to confirm such date for recordkeeping purposes.

### 6. DELIVERABLES:

- (iii) Maintenance. The Charging Station (or Charging Station Hub), Infrastructure, any additional Trade Fixtures, will be owned, operated and maintained by the Authority.

Notwithstanding the foregoing, the Host Site Owner's normal responsibility to maintain the common areas of the Property shall also apply to the Host Site, such as debris and garbage collection and removal, grounds maintenance and snow removal. The Host Site Owner agrees to coordinate any parking lot maintenance with the Authority to ensure that Charging Station(s) remain(s) available to electric vehicle owners. The Authority may, in its discretion and at its cost, install security cameras and other equipment to monitor the Host Site remotely.

- (iv) Utilities. All utility services provided or used to operate and maintain the Charging Stations and related Trade Fixtures, if any, in or at the Host Site during the Term of the Agreement shall be separately metered and paid for by the Authority. The Host Site Owner shall not be responsible for any damages suffered by the Authority in connection with the quality, quantity or interruption of utility service, unless the cause of the disruption or damage was due to the Host Site Owner's negligence or willful misconduct.
- (v) Training. The Authority will provide initial training to Host Site Owner's personnel for the operation of the Charging Stations, related Trade Fixtures and ancillary equipment.
- (vi) Contractors and Subcontractors. The Authority may in its sole discretion use a contractor or subcontractors of its choosing to perform its obligations under this Agreement.
- (vii) Licenses. All licenses, permits or approvals in relation to the installation and operation of the Charging Station (or Charging Station Hub), Infrastructure, any additional Trade Fixtures, ancillary equipment and related improvements shall be obtained by the Authority.

#### **7. HOST SITE OWNER REPRESENTS AND COVENANTS:**

- (i) The Host Site Owner represents that it is the owner of the Property and that this Agreement does not violate any agreement, lease or other commitment of the Host Site Owner.
- (ii) The Host Site Owner is duly incorporated or organized, validly existing and in good standing under the laws of the jurisdiction of its organization and has all requisite corporate power and authority to carry out its obligation under this Agreement.
- (iii) The execution, delivery and performance by the Host Site Owner of this Agreement and each of the transactions contemplated hereby have been duly and validly authorized by the Host Site Owner and no other act or proceeding on the part of the Host Site Owner is necessary to authorize the execution, delivery or performance by the Host Site Owner of this Agreement or the consummation of any of the transactions contemplated hereby. This Agreement has been duly executed and delivered by the Host Site Owner and this Agreement constitutes, upon execution and delivery by the Host Site Owner, the valid and binding obligation of the Host Site Owner, enforceable against the Host Site Owner in accordance with its terms, subject only to the effect, if

any, of applicable bankruptcy and similar laws affecting the rights of creditors generally and rules of law governing specific performance, injunctive relief and other equitable remedies.

- (iv) The Host Site Owner shall not take any action that would impair or interrupt the use of the Host Site or Charging Station(s), Infrastructure, any related Trade Fixtures, ancillary equipment and related improvements and agrees to use commercially reasonable efforts to protect against the misuse of the Charging Station(s) and ensure that parking spaces remain accessible and available to the owners of electric vehicles.
- (v) The Host Site Owner shall provide the Authority, its employees, agents and/or contractors safe, proper and timely access to the Property and the Host Site as necessary to install, operate and maintain the Charging Station(s), Infrastructure, any additional Trade Fixtures, ancillary equipment and related improvements. The Host Site Owner shall also permit the Authority to temporarily close down the parking area both surrounding and encompassing the Charging Station(s), Infrastructure, any additional Trade Fixtures, ancillary equipment and related improvements as necessary to carry out maintenance or repairs.
- (vi) The Host Site Owner must promptly notify the Authority of any site-specific construction, safety, technical or other requirements and restrictions related to its Host Site that might impact construction and installation of the Charging Station(s), Infrastructure, any additional Trade Fixtures, ancillary equipment and related improvements prior to the preparation of plans and specifications. The Host Site Owner's approval of the plans and specifications shall be deemed a representation that no such site-specific requirements are known (or should be known) to exist.
- (vii) The Host Site Owner shall provide the utility company, proper and timely access to the Property and/or Host Site as necessary to install a dedicated metering device to serve the Charging Station(s) and any additional Trade Fixtures.
- (viii) The Host Site Owner shall cooperate with the Authority and provide reasonable and customary resources to support the construction, installation and operation of the Charging Station(s), Infrastructure, any additional Trade Fixtures, ancillary equipment and related improvements during the Term of this Agreement.
- (ix) The Host Site Owner shall use commercially reasonable efforts to observe the operation of the Charging Stations and promptly notify the Authority if it observes, is notified or, or obtains actual knowledge of (i) any malfunctions of the Charging Stations (or Charging Station Hub), Infrastructure, any additional Trade Fixtures, ancillary equipment and related improvements, including but not limited to operational issues, abnormalities and damage; or (ii)
- (x) the impairment or misuse of the Host Site, Charging Station(s), Infrastructure, related Trade Fixtures, ancillary equipment or related improvements (by way of example, gas fueled vehicles intentional blocking access to the charging stations by electric vehicles known as "ICEing");

- (xi) The Host Site Owner shall permit the Authority to install use-related controls including but not limited to signage, additional lighting and pavement markings to the Host Site.
  - (xii) The Host Site Owner shall provide the Authority with all documents, including without limitation, plans, drawings, specifications, details and other information concerning the Host Site, as reasonably required by the Authority in connection with the installation and operation of the Charging Stations, Trade Fixtures, Infrastructure and related improvements.
8. **OWNERSHIP:** The Charging Station(s), Infrastructure, and any related Trade Fixtures, ancillary equipment and all related intellectual property shall at all times remain the property of the Authority.
  9. **USE:** The Authority shall have the right to use, access and occupy the Host Site during the Term of this Agreement with respect to the Charging Station(s), Infrastructure, and any related Trade Fixtures, and for incidental purposes, including installation of telecommunication infrastructure, generating photovoltaic electricity and operating an energy storage system. All use of the Host Site by the Authority shall comply with applicable codes, laws, and ordinances.
  10. **PAYMENT FOR CHARGING SERVICES:** The Host Site Owner shall have no right to request or accept payment in connection with use of the Charging Station(s).
  11. **CURTAILMENT OF CHARGING STATIONS:** The Authority shall have the right to remotely control the Charging Station(s) in order to respond to grid conditions, including the curtailment of the total power output of the Charging Station(s) and any related Trade Fixtures during periods of peak demand.
  12. **HOST SITE OWNER COSTS:** The Host Site Owner shall pay all costs associated with: (i) maintenance of the Host Site; (ii) disposal of Hazardous Materials in accordance with Section 26; and (iii) installing promotional and “way-finding” signage to make the general public aware that the Charging Station(s) are available for public use (such signage shall be subject to the prior written approval of the Authority).
  13. **TERM:** The initial term of the Agreement shall expire ten (10) years from the Commencement Date (the “Initial Term”). The Authority shall have the option to renew or extend the term of this Agreement for two (2) additional terms of five (5) years each (the “Renewal Term” and together with the Initial Term, the “Term”). Following the Renewal Term, any further renewals will be subject to mutual agreement between the Authority and the Host Site Owner. To extend the Term, the Authority shall deliver written notice of such extension to Host Site Owner no later than thirty (30) days prior to the expiration of the Term. In the event of a sale or transfer of the Property or Host Site by Host Site Owner while this Agreement is in effect, the Host Site Owner shall ensure that the Authority’s rights and remedies under this Agreement are conveyed with the Property or Host Site.

**14. DESTRUCTION:** Any total destruction of the Host Site shall, at the Host Site Owner's or the Authority's written election, within thirty (30) days of such destruction, terminate this Agreement.

**15. DEFAULT:**

Each of the following shall constitute an "Event of Default" under this Agreement:

- (i) the failure by Host Site Owner to perform or observe any material term or condition of this Agreement and such failure continues for a period of thirty (30) days after receipt of written notice thereof, provided however, that if the nature of such default is such that the same cannot reasonably be cured within said thirty (30) day period, then Host Site Owner shall have such additional time as is reasonably required to cure such failure provided the Host Site Owner commences to cure such failure within such thirty (30) day period and proceeds to cure such failure with diligence and continuity; or
- (ii) the appointment of a receiver or trustee to take possession of all or substantially all of the assets of the Host Site Owner located at the Host Site if possession is not restored to the Host Site Owner within sixty (60) days; or a general assignment by the Host Site Owner for the benefit of creditors; or any action or proceeding commenced by or against the Host Site Owner under any insolvency or bankruptcy act, or under any other statute or regulation having as its purpose the protection of creditors and in the case of involuntary actions filed against the Host Site Owner the same are not discharged within sixty (60) days after the date of commencement.

**16. TERMINATION:**

- (i) Unless otherwise provided in this Agreement, the Authority may terminate this Agreement at any time upon thirty (30) days' prior written notice to the Host Site Owner.
- (ii) This Agreement may be terminated during the Term by the Authority upon the occurrence of an Event of Default.
- (iii) Upon expiration or termination of this Agreement for any reason, the Charging Station(s) and related Trade Fixtures will be promptly removed by the Authority. The Host Site Owner shall have the option to purchase the Charging Station(s) and related Trade Fixtures from the Authority on mutually agreed terms and in accordance with applicable law, rules and regulations governing the Authority's disposition of property. All underground Infrastructure, including all curbs and other permanent improvements to the Host Site, shall remain in "as is" condition at the time of termination.
- (iv) Upon termination of this Agreement as a result of an Event of Default, or if the Host Site Owner otherwise materially breaches this Agreement and such breach results in the early termination of this Agreement, then the Host Site Owner shall pay the Authority an early termination fee equal to the unamortized costs to construct the Charging Stations (including the costs of Trade Fixtures, Infrastructure and related

improvements), calculated as of the early termination date based on straight-line depreciation over a ten (10) year period as reflected on the Depreciation Schedule annexed as Exhibit C.

## **17. INDEMNIFICATION AND LIMITATION OF LIABILITY**

To the extent permitted by law, each Party agrees to indemnify and hold the other Party from and against loss, damage, liability or expense (including without limitation, judgments, attorney's fees, and court costs) incurred as a result of injury to or death of any person or on account of damage to property, or any other claim arising out of, in connection with, or as a consequence of, the indemnifying Party's gross negligence or willful misconduct with respect to the utilization of the Host Site.

IN NO EVENT SHALL EITHER PARTY BE LIABLE TO THE OTHER PARTY INDIRECT, INCIDENTAL, CONSEQUENTIAL, SPECIAL, PUNITIVE OR EXEMPLARY DAMAGES, EVEN IF A PARTY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES ARISING FROM ANY PROVISION OF THIS AGREEMENT, AND EACH PARTY HEREBY WAIVES ANY CLAIM WITH REGARD TO SUCH INDIRECT, INCIDENTAL, CONSEQUENTIAL, SPECIAL, PUNITIVE AND EXEMPLARY DAMAGES PROVIDED, HOWEVER, THAT THIS LIMITATION SHALL NOT APPLY TO CLAIMS ARISING OUT OF EITHER PARTY'S GROSS NEGLIGENCE OR WILLFUL MISCONDUCT.

IN NO EVENT SHALL THE AUTHORITY'S TOTAL LIABILITY (WHETHER IN CONTRACT, TORT OR OTHERWISE) FOR ALL CLAIMS UNDER THIS AGREEMENT, EXCEPT FOR THE AUTHORITY'S OBLIGATION TO PAY THE MAINTENANCE FEE SET FORTH IN SECTION 7, ABOVE, EXCEED ONE HUNDRED THOUSAND DOLLARS (\$100,000).



**18. ASSIGNMENT:**

- (v) The Host Site Owner shall not assign this Agreement voluntarily or by operation of law, or any right hereunder, without the prior written consent of the Authority; provided that the foregoing prohibition shall not limit the Host Site Owner's ability to transfer this Agreement to a company that is controlled by, controls, or is under common control with the Host Site Owner. Any assignment by Host Site Owner in violation of this provision shall be void.
- (vi) The Authority's right and remedies under this Agreement may be assigned and reassigned in whole or in part to one or more assignees without the necessity of obtaining the consent of the Host Site Owner; provided, however, that no such assignment shall be effective and binding on the Host Site Owner unless and until the Host Site Owner shall have received notice of the assignment disclosing the name and address of the assignee. The Host Site Owner agrees to execute all documents, including acknowledgements of assignment or financing statements, which may be reasonably requested by the Authority or its assignee to protect their interest in the Charging Station(s), Infrastructure, any additional Trade Fixtures, and ancillary equipment and in this Agreement.

**19. ALTERATIONS:** Excepting the items of Exhibit B, the Authority shall not make or permit to be made any alterations, changes in or additions to the Host Site without the prior written consent of the Host Site Owner, which shall not be unreasonably withheld, conditioned or delayed.

**20. SIGNAGE:** The Authority's signage to be installed at the Host Site is represented in Exhibit B. Any material revisions or additions to the signage depicted in Exhibit B shall be subject to the Host Site Owner's approval, which shall not be unreasonably withheld, conditioned or delayed. All such signage shall be professionally prepared, installed and maintained at the Authority's expense.

**21. ACCESS TO INFORMATION.** The Host Site Owner acknowledges that the Authority will be collecting Charging Station usage data, including charge event information ("Data"), such as when a charge event occurs, energy transferred during the charge event, duration of the plug-in event, and duration of the charging period. The Host Site Owner acknowledges that the Data may be used by the Authority for reasonable purposes, including, without limitation, analyzing usage and charging patterns, the effectiveness of infrastructure put in place to meet the needs of drivers of electric vehicles, and the efficacy of the Project.

**22. INSURANCE:**

- (i) Host Site Owner agrees to obtain and maintain at its expense a policy or policies of: (a) commercial general liability insurance with coverage to include bodily injury or death, personal injury, and property damage with per occurrence limits of at least \$6,000,000, which may be met via umbrella coverage. (b) automobile liability insurance with a per accident combined single limit of not less than \$1,000,000. Host Site Owner shall deliver to the Authority a certificate evidencing such insurance upon the execution of

this Agreement and from time to time thereafter as such policy is renewed. The New York Power Authority and the State of New York must be named and scheduled as additional insureds to the Host Site Owner's policy and Waiver of Subrogation endorsement. Host Site Owner will also carry worker's compensation insurance in accordance with state and federal law. Under Sections 57 & 220 Subd. 8 of the New York State Workers' Compensation Law, it is required that Vendors/Contractors doing business with a Municipal or State entity evidence proof of workers' compensation coverage on approved forms, as listed below:

1. If coverage is with a private insurance carrier, the entity must provide evidence of coverage on a completed C105.2 form. The C105.2 form is supplied and completed by the insurance carrier or its authorized agent.

2. If coverage is with the State Insurance Fund, the entity must provide a completed U-26.3 form provided by the Fund.

3. If the business entity has been approved by the Workers' Compensation Board's Office of Self Insurance as a qualified self-insurer, a completed SI-12

4. Or Form CE-200, Certificate of Attestation of Exemption, if the business is not required to carry NYS specific Workers' compensation insurance.

(ii) The Authority agrees to obtain and maintain at its expense a policy or policies of: (a) commercial general liability insurance with coverage to include bodily injury or death, personal injury, and property damage with per occurrence limits of at least \$6,000,000, which may be met via umbrella coverage. (b) automobile liability insurance with a per accident combined single limit of not less than \$1,000,000. (c) workers compensation insurance with statutory coverage and limits, (d) any additional insurance coverage(s) not specifically listed above but otherwise required by applicable law, rule, or regulation as same may pertain to the Charging Station(s) or Charging Station Hub. The Host Site Owner must be named and scheduled as additional insureds to the New York Power Authority's policy and Waiver of Subrogation endorsement. The Authority may, at its option, elect to self-insure any and all the coverages herein.

(iii) Both Parties insurances shall provide that coverage thereunder shall not lapse or be terminated without at least (30) days prior written notice. Each policy obtained hereunder shall be written with one or more carriers that have and maintain a minimum A.M. Best rating of A- and VIII or better and are licensed to write insurance in the state wherein the site is located.

## **23. ENVIRONMENTAL MATTERS AND HAZARDOUS MATERIALS**

- (i) To the best of Host Site Owner's knowledge, the Host Site are free of environmental contamination and Hazardous Material. The Authority shall have no liability for any environmental contamination unless caused by the Authority, its agents, employees or contractors. During the Term, the Host Site Owner is responsible, at its sole cost and expense, for remediating any contamination on the Host Site, including the disposal of any contaminated materials that may result from the construction of the Charging Stations and

any excavated contaminated soil that needs to be properly disposed of. The Authority shall have no liability for diminution in value of the Property as it relates to environmental contamination.

- (i) The Host Site Owner acknowledges that it is, and remains the generator of, and holds title to, any Hazardous Materials at the Host Site. In the event of a release of Hazardous Materials during construction of the Charging Stations, Host Site Owner shall, in accordance with applicable law and regulations, be responsible for all cost and obligations with respect to the discovery, reporting, handling, and disposal applicable to the Hazardous Materials to the extent that such disposal is required by applicable law or regulations. Notwithstanding, the Site Host Owner's obligations with respect to Hazardous Materials set forth above, the Authority may be obligated to report the discovery to the applicable regulatory agency having jurisdiction over the Host Site. All Hazardous Materials shall be handled, transported and disposed of in accordance with applicable local, state and federal laws and regulations.
- (ii) In addition, to the extent permitted by law, the Host Site Owner shall, at its sole cost and expense, indemnify, defend and hold harmless the Authority and the State of New York against any loss, liability (including, without limitation, judgments, attorney's fees, court costs, penalties or fines), or expenses of any type (including, but not limited to, required corrective actions) which the Authority or the State of New York incurs because of injury to, or death of any person, or on account of damage to property, or any other claim arising out of, in connection with, or as a consequence of any cleanup costs associated with any site where Hazardous Materials are disposed of or come to be situated traceable to such Hazardous Materials including, but not limited to, response and remedial costs.
- (iii) Except to the extent of any gross negligence, willful misconduct or breach of this Agreement on the part of the other Party, each Party hereby agrees to indemnify, hold harmless and defend the other Party, its managers, members, agents and representatives from all liability, damages, loss, costs and obligations, including, court costs and attorney's fees, on account of or arising out of or alleged to have arisen out of any claim of any third party directly related to environmental contamination arising out of the installation or operation of the Charging Station(s), Infrastructure, any additional Trade Fixtures, ancillary equipment or related improvements.

**24. CONFIDENTIALITY AND PUBLICITY:** Neither Party will use the other Party's name, trademark or logo without such other Party's prior written consent.

**25. NOTICES:** All notices or demands shall be in writing and shall be deemed duly served or given only if delivered by prepaid (i) U.S. Mail, certified or registered, return receipt requested, or (ii) reputable, overnight courier service (such as UPS or FedEx) to the addresses of the respective Parties as specified below. The Host Site Owner and the Authority may change their respective addresses for notices by giving notice of such new address in accordance with the provisions of this paragraph.

Host Site Owner's Address for Notices:

[Name]  
[Address]  
[Address]  
Attention: *[insert details]*  
Phone: *[insert details]*  
Email: *[insert details]*

Authority's Address for Notices:

NEW YORK POWER AUTHORITY  
123 Main Street  
White Plains, NY 10301  
Attention: *[insert details]*  
Phone: *[insert details]*  
Email: *[insert details]*

26. **BROKERS**: The Host Site Owner and the Authority represent to each other that each has dealt with no broker and each hereby agrees to indemnify and hold the other harmless from any claims against the other Party for any commissions or fees in the event of a breach or failure of such representation.
27. **THIRD PARTY BENEFICIARIES**: Nothing contained in this Agreement shall, directly or indirectly, create a contractual relationship with, or give any claim or right of action in favor of, any third party against the Authority, including, without limitation, any sub-consultant or supplier.
28. **SUCCESSORS AND ASSIGNS**: This Agreement shall be binding upon and shall inure to the benefit of the Host Site Owner and the Authority and their respective successors and assigns.
29. **GOVERNING LAW AND VENUE**: This Agreement shall be governed by the laws of the State of New York, without giving effect to any choice or conflict of laws provision or rule that would cause the application of the laws of any jurisdiction other than New York. Any action at law, or in equity, for the enforcement of this Agreement or any dispute arising in connection herewith shall be instituted only in a court of competent jurisdiction located in the County of Albany, State of New York.
30. **COUNTERPARTS**: This Agreement may be executed in counterparts via inked signature or electronic mark, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument. The fully executed Agreement may be delivered using pdf or similar file type transmitted via electronic mail, cloud based server, e-signature technology or other similar electronic means.

*[signature page follows]*

IN WITNESS WHEREOF, the Parties hereto have each caused an authorized representative to execute this Agreement as of the Effective Date first written above.

**[HOST SITE OWNER]**

**NEW YORK POWER AUTHORITY**

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

By: \_\_\_\_\_  
Name: John Canale  
Title: Vice President, Strategic Supply  
Management  
Date: \_\_\_\_\_

**EXHIBIT A**

**Site Design**

*[details to be inserted]*

## **EXHIBIT B**

### **Improvements**

The type of charge posts installed at the Charging Station [*insert details*]

The Trade Fixtures to be installed as of the Commencement Date will include the following:

[*insert details*]

### **Signage**

#### **Dedicated Stall Sign Example**

[*insert details*]



**AGENDA ITEM NO. 14**

**Adoption of the \$55,292,363 Operating Budget for 2020 and authorization to transfer \$163,719 from the Authority to the Albany County Airport Authority OPEB Trust.**

AGENDA ITEM NO: 14  
MEETING DATE: December 9, 2019

ALBANY COUNTY AIRPORT AUTHORITY  
REQUEST FOR AUTHORIZATION

**DEPARTMENT:** *Finance*

Contact Person: *Michael F. Zonsius, Chief Financial Officer*

**PURPOSE OF REQUEST:**

*Adoption of the \$55,292,363 Operating Budget for 2020 and authorization to transfer \$163,719 from the Authority to the Albany County Airport Authority OPEB Trust.*

**BACKUP MATERIALS:**

- *Please refer to Preliminary 2020 Operating Budget Previously distributed; and*
- *Attached Final 2020 Operating Budget Memo to Finance Committee including:*
  - *Summary of Significant Assumptions;*
  - *Budgeted Staff Positions;*
  - *Airline Rates & Charges;*
  - *Projected 2019 End of Year Settlement with Airlines;*
  - *Adoption of 2020 Operating Budget;*
  - *Exhibit A Proposed 2020 Rates and Charges;*
  - *Exhibit B Operating Budget Summary;*
  - *Exhibit C Line by Line Schedule of changes from preliminary budget.*

**JUSTIFICATION:**

*On November 26, the ACAA Finance Committee met and approved revisions to the preliminary budget that are incorporated into the final budget. The Authority's Airline Rates & Charges consultant has also reviewed the budgetary data and airline rates and charges for consistency with the Airline Use and Lease Agreement and the Master Bond Resolution.*

**FINANCE COMMITTEE RECOMMENDATION:**

*Recommend adoption of the 2020 Operating Budget.*

**CHIEF EXECUTIVE OFFICER'S RECOMMENDATION:**

*Recommend adoption of the 2020 Operating Budget.*



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

**TO:** ACAA Board Members  
**FROM:** Michael F. Zonsius, CFO  
**Date:** December 6, 2019  
**RE:** Adoption of 2020 Operating Budget

**INTRODUCTION**

A Preliminary 2020 Operating Budget was provided at the October ACAA Meeting held on October 7. An updated version of this budget was subsequently provided and discussed at an ACAA Finance Committee Meeting held on November 25. As a result of these meeting, revisions were made, the results of which are shown as follows:

	<b>2020 Budget Oct 7, 2019</b>	<b>Revisions</b>	<b>2020 Budget Nov 22, 2019</b>	<b>Revisions</b>	<b>2020 Budget Final</b>
Revenues	\$55,296,876	\$ 36,506	\$55,333,382	(\$41,019)	\$55,292,363 <sup>(1)</sup>
Operating Expenses	38,736,665	231,817	38,968,482	(148,728)	38,819,754 <sup>(2)</sup>
Debt Service	7,266,790	(358,154)	6,908,636	-	6,908,636
Reserve Requirements	111,832	38,636	150,468	( 24,788)	125,680
Capital Expenditures	<u>3,296,875</u>	<u>14,034</u>	<u>3,310,909</u>	<u>558</u>	<u>3,311,467</u>
	<u>49,412,162</u>	<u>(73,667)</u>	<u>49,338,495</u>	<u>(172,958)</u>	<u>49,165,537</u>
Funds Remaining	\$ 5,884,714	\$ 110,173	\$ 5,994,887	\$ 131,939	\$ 6,126,826

<sup>(1)</sup>Amount is before revenue sharing of \$3,063,413 (\$6,126,826/2). Revenue, net revenue of revenue sharing is \$52,228,950.

<sup>(2)</sup>Operating Expenses by Entity (see Exhibit B for itemization by expense type)

AvPorts	\$25,297,437
Million Air	8,479,787
Albany County Airport Authority	<u>5,042,530</u>
	\$38,819,754

**SIGNIFICANT ASSUMPTIONS**

As follows are the significant assumptions that were used in the completion of the 2020 Budget:

	<b>Actual 2018</b>	<b>Budget 2019</b>	<b>Projected 2019</b>	<b>Budget 2020</b>
<b>Statistics</b>				
Enplanements	1,466,706	1,500,000	1,526,930	1,500,000
Operations (L/TO)	64,603	63,545	60,943	60,943
<b>Airline Revenue</b>				
PAX Landed Weight (,000)	1,616,387	1,671,063	1,679,062	1,679,956
Cargo Landed Weight	167,910	169,884	167,835	167,835
Terminal Airline Space (sqft)	91,744	91,744	91,484	91,484
Apron Area (sqft)	517,248	505,472	505,472	505,472
<b>Non Airline Revenue</b>				
Parking Revenue	\$15,721,089	\$15,814,302	\$16,671,119	\$16,918,187
Rental Car Revenue	5,561,921	5,177,978	5,401,365	5,306,102
Concession – Food & Bev	902,530	1,000,812	902,693	941,804
Concession – Retail	844,970	887,626	865,950	866,687
Advertising	306,782	300,000	300,000	300,000

**BUDGETED STAFF POSITIONS (FTE)**

Personnel salaries and wages accounts for the highest percentage of operating expenses, and as follows, are the position counts (FTEs), for the three entities included in this budget:

	<b>2019 Budget</b>	<b>incr</b>	<b>(decr)</b>	<b>2020 Budget</b>
AvPORTS, LLC	173	2	1	174
Million Air	35	-	-	35
ACAA	<u>22</u>	<u>-</u>	<u>-</u>	<u>22</u>
	230	2	1	232

Position Changes are as follows:

Added: AvPorts, LLC - Secretary	\$50,481
Added: AvPorts. LLC – Lead Cashier	38,812
Less: Lead Parking Maint. Tech.	(32,592)

## **AIRLINE RATES AND CHARGES**

Exhibit A provides the 2020 Airline Rates and Charges based on the budgeted Airport revenues, expenses, debt service and other charges.

The 2020 Operating Budget will result in Airline Capital Contributions of \$3,311,467 based upon the anticipated 2020 Airline Use Agreement. Funds remaining for Revenue Sharing between the Signatory Airlines and the Airport will be \$6,126,826 of which \$3,063,413 will go to the Airlines, \$2,063,413 will go to the Authority and \$1,000,000 will be used to fund the anticipated cost of Air Service Incentive Program costs. The 2020 Operating Budget provides for a debt service coverage ratio of 1.81 a decrease from a projected ratio of 1.83 for 2019 and an increase of an actual ratio of 1.44 in 2018.

The Rates and Charges, Exhibit B, shown above for 2020 Operating Budget are dependent upon actual Airport activities, revenues and expenses not being significantly different from amounts anticipated. A variance of \$18,665 in Airfield charges will cause the landing fee to change by one cent per thousand pounds of landed weight. A variance of \$135,985 in terminal expenses will cause the terminal rental rate to change by \$1 per square foot.

## **PROJECTED 2019 END OF YEAR SETTLEMENT WITH AIRLINES**

Based upon actual revenues and expenses compiled through October 31, 2019, the estimated 2019 revenues to be shared between ACAA, the Airlines and the Airport Development is approximately \$8,356,096. The projected settlement amount is still subject to change based upon actual results through the remainder of the year.

## **ADOPTION OF 2020 OPERATING BUDGET**

Based upon all of the above, the 2020 Operating Budget is recommended for adoption at the December 9, 2019 Board Meeting resulting in the imposition of the proposed Airline rates and charges on January 1, 2020. The 2020 Operating Budget will require on-going monitoring and management during the course of 2020 and may require revision to address significant adverse developments. Upon adoption of the budget, Airline Rates and Charges can only be adjusted during the year under more limited circumstances which include: provisions for adjustment if revenues from rates and charges are projected to be off by more than ten (10) percent; a provision for adjustment if debt service coverage is projected to be less than one-hundred-twenty-five (125) percent of net revenues; or in accordance with a financing resolution adopted by the Authority.

Exhibit A

ALBANY COUNTY AIRPORT AUTHORITY  
OPERATING BUDGET SUMMARY  
(Before revenue sharing)

	2018 Audited	2019 Budget	2019 Projected	2020 Budget	Budget 2020 vs. Projected 2019		Budget 2020 vs. Budget 2019	
					\$ of Change	% of Change	\$ of Change	% of Change
<b>REVENUES</b>								
Airfield charges	\$7,105,659	\$8,010,706	\$6,791,755	\$7,446,339	\$654,585	8.8%	(564,367)	-7.6%
FBO	10,427,353	10,246,373	10,287,931	9,905,295	-382,636	-3.9%	(341,078)	-3.4%
Terminal rentals	7,608,403	7,249,290	7,980,293	7,623,008	-357,285	-4.7%	373,717	4.9%
Concessions	8,262,260	8,011,652	8,029,486	7,803,241	-226,245	-2.9%	(208,411)	-2.7%
Ground Transportation	15,721,089	15,814,302	16,671,119	16,918,187	247,068	1.5%	1,103,885	6.5%
Other Airport	4,292,489	4,594,062	4,473,830	4,162,468	-311,362	-7.5%	(431,594)	-10.4%
Other Revenues	912,667	1,382,557	1,493,533	1,433,824	-59,709	-4.2%	51,267	3.6%
Total Revenues	\$54,329,920	\$55,308,944	\$55,727,947	\$55,292,363	-\$435,584	-0.8%	(16,581)	0.0%
<b>EXPENSES</b>								
Personal Services	\$10,749,750	\$11,231,809	\$11,059,346	\$11,631,411	\$572,065	4.9%	399,602	3.4%
Employee Benefits	5,099,987	5,668,597	5,541,764	5,915,831	374,067	6.3%	247,233	4.2%
Utilities & Communications	2,203,013	2,205,123	2,008,713	2,091,723	83,009	4.0%	(113,400)	-5.4%
Purchased Services	6,421,597	6,758,081	6,415,314	6,971,633	556,319	8.0%	213,552	3.1%
Materials & Supplies	10,744,507	10,385,998	10,163,034	10,353,015	189,980	1.8%	(32,983)	-0.3%
Offices	372,704	477,205	397,043	483,298	86,255	17.8%	6,092	1.3%
Administration	929,843	906,770	900,307	977,837	77,530	7.9%	71,067	7.3%
Noncapital Equipment	414,411	432,090	341,348	395,006	53,659	13.6%	(37,084)	-9.4%
Total Expenses	\$36,935,812	\$38,065,674	\$36,826,870	\$38,819,754	\$1,992,883	5.1%	\$754,079	1.9%
<b>DEBT SERVICE</b>								
P&I Payments	8,704,884	7,404,275	7,879,576	6,908,636	-\$970,940	-14.1%	(495,639)	-7.2%
<b>RESERVE REQUIREMENTS</b>								
	200,381	435,879	435,879	125,680	-\$310,200	-246.8%	(310,200)	-246.8%
<b>CAPITAL EXPENDITURES</b>								
	3,313,550	3,306,134	3,362,751	3,311,467	-\$51,284	-1.5%	5,333	0.2%
<b>FUNDS REMAINING</b>								
	\$5,175,293	\$6,096,981	\$7,222,870	\$6,126,826	-\$1,096,044	-17.9%	\$ 29,845	
Check to Flow Tab	\$5,175,293	\$6,096,981	\$7,222,870	\$6,126,826				

**EXHIBIT B**

**Albany County Airport Authority  
Rates and Charges Summary**

	<b>Audited 2018</b>	<b>Budget 2019</b>	<b>Projected 2019</b>	<b>Budget 2020</b>	<b>Projected 2019 vs. Budget 2020</b>	<b>Budget 2019 vs Budget 2020</b>
Landing Fee Rate						
Signatory	\$2.92	\$3.35	\$2.72	\$3.05	12.1%	-9.0%
Billing Rate						
Non-Signatory	\$3.65	\$4.19	\$3.40	\$3.81	12.1%	-9.0%
Landing Fee Surcharge						
Apron Fee Rate - Annual	\$1.31	\$1.48	\$1.22	\$1.35	10.7%	-8.8%
Terminal Rental Rate - Annual						
Signatory	\$86.48	\$83.59	\$89.76	\$84.97	-5.3%	1.7%
Billing Rate						
Non-Signatory	\$108.10	\$104.49	\$112.20	\$106.21	-5.3%	1.7%
Tenant Rate - Annual	\$43.24	\$41.80	\$44.88	\$42.49	-5.3%	1.7%
Loading Bridge Rate - Annual	\$51,611	\$43,232	\$44,473	\$51,079	14.9%	18.2%
Low Volume Carrier terminal charge per EPAX	\$6.37	\$6.01	\$6.41	\$6.27	-2.1%	4.3%
Cost per Enplanement						
Airport CPE (after revenue sharing)	\$6.57	\$6.69	\$5.87	\$6.44	9.7%	-3.8%
FBO CPE	\$2.00	\$1.75	\$1.93	\$1.71	-11.5%	-2.7%
Total Cost per Enplanement	\$8.58	\$8.45	\$7.80	\$8.14	4.5%	-3.6%
Debt Service Coverage	1.44	1.80	1.83	1.81	-1.1%	0.6%
Enplanements						
Signatory	1,448,487	1,464,310	1,461,125	1,434,195	-1.8%	-2.1%
Non Signatory	18,219	35,690	65,805	65,805	0.0%	84.4%
Total	1,466,706	1,500,000	1,526,930	1,500,000	-1.8%	0.0%
Commercial Landed Weights						
Signatory	1,586,585	1,646,409	1,616,653	1,617,547	0.1%	-1.8%
Non Signatory	29,802	24,654	62,409	62,409	0.0%	153.1%
Total	1,616,387	1,671,063	1,679,062	1,679,956	0.1%	0.5%
Cargo Landed Weights	167,910	169,884	167,835	167,835	0.0%	-1.2%
Funds Remaining	\$5,175,293	\$6,096,981	\$7,222,870	\$6,126,826	-15.2%	0.5%
ACAA	2,342,955	2,048,490	2,611,435	2,063,413	-21.0%	0.7%
Air Service Incentive Costs	244,691	1,000,000	1,000,000	1,000,000	0.0%	0.0%
Airlines	2,587,646	3,048,490	3,611,435	3,063,413	-15.2%	0.5%
1 cent on the landing fee = approx.	\$17,952	\$18,506	\$18,656	\$18,665	0.0%	0.9%
1 dollar on the terminal rate = approx.	\$136,245	\$136,245	\$135,985	\$135,985	0.0%	-0.2%



Exhibit C  
Albany County Airport Authority  
2020 Revised Budget Proposal

	2020 Preliminary Budget	Adjustments	2020 Proposed Budget
<b><u>REVENUES</u></b>			
<b>AIRFIELD</b>			
Airline Landing Fees	5,240,946	(67,775)	5,173,170
Airline Airfield Revenue Sharing	(588,471)	(24,211)	(612,683)
Cargo Landing Fees	528,520	(6,958)	521,562
Glycol Disposal Fee	360,750	0	360,750
Airline Apron Fees	690,232	(10,150)	680,082
TSA Apron Fee	0	0	0
Tenant Maintenance	45,000	0	45,000
Control Tower Rental	665,776	0	665,776
<b>AIRFIELD TOTAL:</b>	<b>6,942,751</b>	<b>(109,095)</b>	<b>6,833,657</b>
<b>FBO</b>			
Jet A Fuel Sales	5,608,086	137,087	5,745,173
Avgas Fuel Sales	309,282	8,805	318,087
Auto Gas Fuel Sales	100,000	0	100,000
Diesel Fuel Sales	200,000	0	200,000
Into Plane	675,000	0	675,000
Fuel Farm	630,659	(926)	629,733
General Aviation Landing Fees	254,881	23,603	278,484
General Aviation Parking Fees	202,150	18,720	220,870
Avgas Fuel Sales Commercial	28,296	(4,716)	23,580
Deicing Type I-Sprayed	584,500	0	584,500
Deicing Type IV-Sprayed	79,030	0	79,030
Deicing Type I-Consortium	464,250	0	464,250
Deicing Type IV-Consortium	127,380	0	127,380
Deicing-GA	45,400	0	45,400
General Aviation Tenants	347,963	0	347,963
General Aviation Customer Services	60,265	5,581	65,846
<b>FBO TOTAL:</b>	<b>9,717,142</b>	<b>188,153</b>	<b>9,905,295</b>
<b>TERMINAL</b>			
Airline Terminal Space Rental	6,281,370	(101,610)	6,179,760
Airline Terminal Revenue Sharing	(2,353,886)	(96,845)	(2,450,731)
TSA Space Rental	448,828	0	448,828
Non-Airlines Space Rental - Flat Ra	80,198	0	80,198
Nonairline Space Rental - Signatory	42,077	(672)	41,405
Space Rent - Non-Airlines	171,975	(2,745)	169,230
Loading Bridge Rentals	670,382	(6,354)	664,028
Tenant Maintenance	12,559	0	12,559
Utility Reimbursement	27,000	0	27,000
<b>TERMINAL TOTAL:</b>	<b>5,380,503</b>	<b>(208,225)</b>	<b>5,172,277</b>
<b>GROUND TRANSPORTATION</b>			
Parking	16,300,374	0	16,300,374
Access Fees	317,813	0	317,813
TNCs	300,000	0	300,000
<b>GROUND TRANSPORTATION TOTAL:</b>	<b>16,918,187</b>	<b>0</b>	<b>16,918,187</b>
<b>CONCESSIONS</b>			
Rental Cars	5,306,102	0	5,306,102
Food and Beverage	941,804	0	941,804
Retail	866,687	0	866,687
Advertising	300,000	0	300,000
Foreign Currency	0	0	0
Museum Shop	0	0	0
Operating Permits	230,665	0	230,665
Telephone - Payphones	2,278	0	2,278
Telephone - Tenants	70,000	0	70,000
Phone Cards	0	0	0
Bank ATM's	35,577	0	35,577
Business Center	0	0	0
Vending Machines	33,535	0	33,535
Baggage Car Concessions	16,594	0	16,594
<b>CONCESSIONS TOTAL</b>	<b>7,803,241</b>	<b>0</b>	<b>7,803,241</b>

Exhibit C  
Albany County Airport Authority  
2020 Revised Budget Proposal

	2020 Preliminary Budget	Adjustments	2020 Proposed Budget
<b>OTHER AIRPORT</b>			
Land Rental	315,604	0	315,604
Airport Industrial Park	579,690	0	579,690
T Hangars	100,328	0	100,328
Tie Downs	4,258	0	4,258
AV Gas Fuels	38,850	3,598	42,448
Parking Garage Space Rent	92,492	0	92,492
Hangar Rentals	514,171	0	514,171
Building Rental	125,383	0	125,383
Cargo Building Rental	468,059	0	468,059
Eclipse Hangar Rental	333,894	0	333,894
State Executive Hangar/Maint	1,247,083	0	1,247,083
Utility Reimbursement	170,000	0	170,000
Reimbursement of Property Taxes	34,380	0	34,380
Internet/Cable	7,680	0	7,680
Fingerprinting	30,000	0	30,000
Tenant Maint	1,000	0	1,000
Purchasing Proposals	1,000	0	1,000
EBay/Scrap/Equipment Sales	15,000	0	15,000
Other	80,000	0	80,000
<b>OTHER AIRPORT TOTAL</b>	<b>4,158,871</b>	<b>3,598</b>	<b>4,162,468</b>
<b>OTHER (NON-OPERATING) REVENUES</b>			
Investment Earnings	927,864	0	927,864
TSA (LEO) Reimbursement	137,560	0	137,560
Air Service Development	0	0	0
Improvement Charges	368,400	0	368,400
<b>OTHER TOTAL:</b>	<b>1,433,824</b>	<b>0</b>	<b>1,433,824</b>
<b>GRAND TOTAL:</b>	<b>52,354,519</b>	<b>(125,569)</b>	<b>52,228,950</b>
<b>Preliminary Budget 2020</b>			<b>52,354,519</b>
<b>Adjustments</b>			<b>(125,569)</b>
<b>Revised Preliminary Revenue Budget 2018</b>			<b><u>52,228,950</u></b>
			<b>52,228,950</b>

Exhibit C  
Albany County Airport Authority  
2020 Revised Budget Proposal

	2020		2020
	Preliminary	Adjustments	Proposed
	Budget	Budget	Budget
<b><u>EXPENSES</u></b>			
<b>AIRFIELD - 10</b>			
Salaries - 11000	1,212,877	(0)	1,212,877
Overtime (1.5) - 12010	120,776	0	120,776
Overtime (2.0) - 12020	22,065	(0)	22,065
<b>Total Personnel Services</b>	<b>1,355,718</b>	<b>(1)</b>	<b>1,355,717</b>
Social Security/Medicare - 21000	103,712	0	103,712
Health Insurance-Active - 22000	349,922	(0)	349,922
Uniforms and Laundry - 25000	15,000	0	15,000
Uniform Purchases - 25005	8,000	0	8,000
NYS Disability Insurance/Life Insura	23,319	0	23,319
Unemployment Insurance - 26020	8,974	(0)	8,974
Workers Compensation-26030	96,559	0	96,559
Retirement Plans - 29000	29,260	0	29,260
<b>Total Benefits</b>	<b>634,746</b>	<b>0</b>	<b>634,746</b>
Electric - 31000	105,000	(5,000)	100,000
Natural Gas - 33000	6,000	200	6,200
Sewer - 34000	1,400	0	1,400
Water - 35000	800	0	800
Telephone Charges - Local - 36010	100	0	100
Telephone Charges - Long Distance	100	0	100
<b>Total Utilities &amp; Communications</b>	<b>113,400</b>	<b>(4,800)</b>	<b>108,600</b>
Property Insurance - 42060	21,250	638	21,888
Insurance Claims - 42095	500	0	500
Perimeter Security - 44005	190,000	8,000	198,000
Janitorial Services - 45000	18,402	0	18,402
Refuse Removal Services - 45010	3,121	0	3,121
Special Studies - 47000	0	0	0
GIS Services - 47010	10,000	0	10,000
Engineering Services - 49020	5,000	0	5,000
<b>Total Purchased Services</b>	<b>248,273</b>	<b>8,638</b>	<b>256,910</b>
Fencing - 51010	10,000	0	10,000
Airfield Lighting System - 51011	100,000	0	100,000
Pavement Repairs - 51014	6,000	0	6,000
Apron Maintenance - 51015	50,000	0	50,000
Runway Painting - 51016	35,000	0	35,000
Airfield Shop Supplies - 51017	25,000	0	25,000
Snow Removal Supplies - 51019	250,000	0	250,000
Rubber Removal - 51020	35,000	0	35,000
Glycol Disposal (BOD) - 51051	0	0	0
Waste Water Conveyance - 51052	7,500	0	7,500
Electricity & Gas - 51053	100,000	0	100,000
Sewer District Charges - 51054	5,000	0	5,000
Water District Chemical Analysis - 5	30,000	0	30,000
System Maintenance & Repairs - 51	200,000	(20,000)	180,000
Alarm and PA Systems - 52010	500	0	500
Electrical Repairs & Supplies - 5203	7,500	0	7,500
HVAC - 52033	4,000	0	4,000
Roof - 52034	1,000	0	1,000
Plumbing Repairs & Supplies - 5203	2,000	0	2,000
Pest Control - 52037	488	(200)	288
US Customs - 52050	25,000	15,000	40,000
Building Maintenance - 52060	10,000	0	10,000
Landscaping - 53010	2,500	0	2,500
Sign Expense - 53040	1,000	0	1,000
Catch Basin Maintenance - 53045	500	0	500
Snow Removal Contract Services -	70,000	0	70,000
Dump Fees - Landfill - 53060	6,000	0	6,000
Hazardous Waste Management - 53	0	0	0
Wildlife Hazard Management - 5307	35,000	0	35,000
Oil/Water Separator - 53078	4,000	0	4,000
<b>Total Materials and Supplies</b>	<b>1,022,988</b>	<b>(5,200)</b>	<b>1,017,788</b>
Office Equipment Rental - 55010	600	0	600
Office Equipment Service Agreeemer	524	0	524
Computer System Supplies - 55014	700	0	700
Computer Equipment - 55016	3,950	0	3,950
Office Furniture and Fixtures - 5502	500	0	500
Printed Forms/Letterhead - 55030	500	0	500
Reference Materials - 55050	100	0	100
Office Supplies - 55060	1,500	0	1,500
Dues and Subscriptions - 66000	0	0	0
AvPorts/MA Travel and Education -	8,300	0	8,300
License and Permits - 66040	3,850	0	3,850
<b>Total Office and Admin</b>	<b>20,524</b>	<b>0</b>	<b>20,524</b>
<b>Total Non-Capital Equipment</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>DEPARTMENT TOTAL:</b>		<b>(1,363)</b>	
<b>Preliminary Budget 2020</b>	<b>3,395,649</b>		
<b>Updated Department Total</b>	<b>3,394,286</b>		
	3,394,285		(1)

Exhibit C  
Albany County Airport Authority  
2020 Revised Budget Proposal

	2020 Preliminary Budget	Adjustments	2020 Proposed Budget
<b>TERMINAL - 20</b>			
Salaries - 11000	1,303,701	0	1,303,701
Overtime (1.5) - 12010	94,518	0	94,518
Overtime (2.0) - 12020	652	(0)	652
<b>Total Personnel Services</b>	<b>1,398,871</b>	<b>0</b>	<b>1,398,872</b>
Social Security/Medicare - 21000	97,921	0	97,921
Health Insurance-Active - 22000	438,599	0	438,599
Uniforms and Laundry - 25000	12,000	1,000	13,000
Uniform Purchases - 25005	3,000	0	3,000
NYS Disability Insurance/Life Insura	24,981	0	24,981
Unemployment Insurance - 26020	10,421	0	10,421
Workers Compensation-26030	113,309	0	113,309
Retirement Plans - 29000	31,297	0	31,297
<b>Total Benefits</b>	<b>731,527</b>	<b>1,000</b>	<b>732,527</b>
Electric - 31000	800,000	(100,000)	700,000
Natural Gas - 33000	140,000	0	140,000
Sewer - 34000	75,000	0	75,000
Water - 35000	80,000	20,000	100,000
Telephone Charges - Local - 36010	100	0	100
Telephone Charges - Long Distance	50	0	50
Payphones-Annual & Monthly Serv	12,000	500	12,500
Payphones-Monthly Usage - 36017	300	0	300
Telephone Repairs - 36020	5,000	0	5,000
Cable Television - 36060	1,978	453	2,431
<b>Utilities and Communications</b>	<b>1,114,428</b>	<b>(79,047)</b>	<b>1,035,381</b>
Property Insurance - 42060	91,292	2,739	94,031
Insurance Claims - 42095	10,000	0	10,000
Perimeter Security - 44005	119,328	25,672	145,000
Janitorial Services - 45000	448,169	30,519	478,688
Refuse Removal Services - 45010	71,000	(6,000)	65,000
Artistic Exhibits - 46012	105,421	0	105,421
Museum - 46013	0	0	0
Passenger Information Booth - 4602	154,302	0	154,302
Special Studies - 47000	10,000	0	10,000
Architectural - 49010	25,000	0	25,000
Engineering Services - 49060	10,000	0	10,000
<b>Total Purchased Services</b>	<b>1,044,512</b>	<b>52,930</b>	<b>1,097,441</b>
Alarm and PA Systems - 52010	60,000	0	60,000
Baggage System - 52020	25,000	0	25,000
Electrical Repairs & Supplies - 5203	170,000	0	170,000
Elevator Repairs & Supplies - 52032	110,000	0	110,000
HVAC - 52033	150,000	0	150,000
Roof - 52034	4,000	0	4,000
Plumbing Repairs & Supplies - 5203	25,000	0	25,000
Automatic Door Repairs & Supplies	5,000	0	5,000
Pest Control - 52037	19,800	2,200	22,000
Building Maintenance - 52060	308,000	0	308,000
Janitorial Supplies - 52062	160,000	0	160,000
Window Washing - 52063	30,000	15,000	45,000
Sign Expense - 52080	2,500	0	2,500
FIDS - 52090	96,542	0	96,542
Landscaping - 53010	3,000	0	3,000
Pavement Repairs - 53030	5,000	0	5,000
Dump Fees - Landfill - 53060	1,000	0	1,000
Hazardous Waste Management - 53	0	0	0
Liquid Waste Disposal - 53078	6,000	0	6,000
Diesel Fuel - 54011	3,000	0	3,000
<b>Total Materials and Supplies</b>	<b>1,183,842</b>	<b>17,200</b>	<b>1,201,042</b>
Office Equipment Rental - 55010	800	20	820
Computer System Supplies - 55014	5,050	0	5,050
Hardware/Software Maint Agreemer	25,535	0	25,535
Computer Equipment - 55016	0	0	0
Office Furniture and Fixtures - 55021	500	0	500
Printed Forms / Letterhead - 55030	0	0	0
Office Supplies - 55060	2,000	0	2,000
AvPorts/MA Travel and Education -	3,000	0	3,000
<b>Total Office and Admin</b>	<b>36,885</b>	<b>20</b>	<b>36,905</b>
<b>Total Non-Capital Equipment</b>	<b>40,452</b>	<b>0</b>	<b>40,452</b>
<b>DEPARTMENT TOTAL:</b>		<b>(7,897)</b>	
<b>Preliminary Budget 2020</b>	<u>5,550,517</u>		
<b>Updated Department Total</b>	<u><u>5,542,621</u></u>		
	<b>5,542,621</b>	<b>0</b>	

Exhibit C  
Albany County Airport Authority  
2020 Revised Budget Proposal

	2020 Preliminary Budget	Adjustments	2020 Proposed Budget
<b>LOADING BRIDGES - 21</b>			
Salaries - 11000	83,415	0	83,415
Overtime (1.5) - 12010	12,512	0	12,512
Overtime (2.0) - 12020	1,668	0	1,668
<b>Total Personnel Services</b>	<b>97,595</b>	<b>0</b>	<b>97,595</b>
Social Security/Medicare - 21000	7,466	0	7,466
Health Insurance-Active - 22000	37,108	0	37,108
Uniforms & Laundry - 25000	1,200	0	1,200
Uniform Purchases - 25005	200	0	200
NYS Disability Insurance/Life Insura	1,740	0	1,740
Unemployment Insurance - 26020	608	0	608
Workers Compensation-26030	6,757	0	6,757
Retirement Plans - 29000	2,928	0	2,928
<b>Total Benefits</b>	<b>58,007</b>	<b>0</b>	<b>58,007</b>
Electric - 31000	68,250	0	68,250
<b>Utilities and Communications</b>	<b>68,250</b>	<b>0</b>	<b>68,250</b>
Alarm and PA Systems - 52010	1,500	0	1,500
Electrical Repairs & Supplies - 5203	6,000	0	6,000
HVAC - 52033	2,000	0	2,000
Building Maintenance - 52060	75,000	0	75,000
Oil/Grease - 54012	3,000	0	3,000
Vehicle/Equipment Tires - 54013	7,000	0	7,000
<b>Total Materials and Supplies</b>	<b>94,500</b>	<b>0</b>	<b>94,500</b>
AvPorts Training/Travel - 66010	0	0	0
<b>Total Office and Admin</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Non-Capital Equipment</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>DEPARTMENT TOTAL:</b>		<b>0</b>	
<b>Preliminary Budget 2020</b>		<u>318,352</u>	
<b>Updated Department Total</b>		<u><u>318,352</u></u>	<b>0</b>

Exhibit C  
Albany County Airport Authority  
2020 Revised Budget Proposal

	2020		2020
	Preliminary	Adjustments	Proposed
	Budget		Budget
<b>PARKING - 30</b>			
Salaries - 11000	1,724,204	124,004	1,848,208
Overtime (1.5) - 12010	232,328	17,857	250,185
Overtime (2.0) - 12020	8,067	620	8,687
<b>Total Personnel Services</b>	<b>1,964,599</b>	<b>142,481</b>	<b>2,107,080</b>
Social Security/Medicare - 21000	150,292	10,900	161,192
Health Insurance-Active - 22000	559,992	18,981	578,973
Medical Exams - 24000	600	0	600
Uniforms and Laundry - 25000	12,000	0	12,000
Uniform Purchases - 25005	3,000	0	3,000
NYS Disability Insurance/Life Insura	33,879	2,551	36,430
Unemployment Insurance - 26020	15,514	227	15,741
Workers Compensation-26030	84,081	6,602	90,683
Retirement Plans - 29000	38,886	6,136	45,022
<b>Total Benefits</b>	<b>898,244</b>	<b>45,398</b>	<b>943,642</b>
Electric - 31000	312,000	0	312,000
Water - 35000	350	0	350
Telephone Charges - Local - 36010	1,500	0	1,500
Telephone Charges - Long Distance	25	0	25
<b>Total Utilities &amp; Communications</b>	<b>313,875</b>	<b>0</b>	<b>313,875</b>
Property Insurance - 42060	57,992	1,740	59,732
Insurance Claims - 42095	5,000	0	5,000
Armored Car Services - 44010	9,000	0	9,000
Parking Valet Service 44020	490,000	(20,000)	470,000
Special Studies - 47000	12,000	0	12,000
Engineering Services - 49020	8,000	0	8,000
<b>Total Purchased Services</b>	<b>581,992</b>	<b>(18,260)</b>	<b>563,732</b>
Alarm and PA Systems - 52010	10,000	0	10,000
Electrical Repairs & Supplies - 5203	30,000	0	30,000
Elevator Repairs & Supplies - 52032	15,000	0	15,000
HVAC - 52033	15,000	0	15,000
Roof - 52034	2,000	0	2,000
Plumbing Repairs & Supplies - 5203	25,000	0	25,000
Automatic Door Repairs & Supplies	4,000	0	4,000
Pest Control - 52037	648	0	648
Building Maintenance - 52060	65,000	0	65,000
Window Washing - 52063	12,683	12,683	25,366
Sign Expense - 52080	2,000	0	2,000
Landscaping - 53010	2,500	0	2,500
Fencing - 53020	1,000	0	1,000
Pavement Repairs - 53030	100,000	0	100,000
Sign Expense - 53040	10,000	0	10,000
Snow Removal Supplies - 53048	65,000	0	65,000
Snow Removal Contract Services -	170,000	0	170,000
Wildlife Hazard Management - 5307	3,000	0	3,000
Liquid Waste Disposal - 53078	2,000	0	2,000
Land Lease - 53085	28,935	0	28,935
Gasoline - 54010	40,000	(4,000)	36,000
Diesel Fuel - 54011	15,000	(8,000)	7,000
Oil/Grease - 54012	0	0	0
Vehicle/Equipment Tires - 54013	10,000	0	10,000
CNG - 54015	23,000	0	23,000
Vehicle Repair and Maintenance - 5	42,000	0	42,000
Vehicle Communication Equip - 540	1,000	0	1,000
General Equip. Repair/Maintenance	24,100	0	24,100
<b>Total Materials and Supplies</b>	<b>718,867</b>	<b>683</b>	<b>719,549</b>
Office Equipment Rental - 55010	1,000	0	1,000
Office Equipment Service Agreemer	0	315	315
Office Equipment Repairs - 55013	100	0	100
Computer System Supplies - 55014	10,100	0	10,100
Hardware/Software Maint Agreemer	44,984	0	44,984
Office Furniture and Fixtures - 5502	1,500	0	1,500
Printed Forms/Letterhead - 55030	2,000	0	2,000
Parking Ticket Stock - 55031	16,000	0	16,000
Office Supplies - 55060	2,000	0	2,000
Dues and Subscriptions - 66000	600	0	600
AvPorts/MA Training & Travel - 660	3,500	0	3,500
Credit Card Service Charges - 6606	400,000	(10,000)	390,000
EZ Pass Fees - 66061	120,000	0	120,000
<b>Total Office and Admin</b>	<b>601,784</b>	<b>(9,685)</b>	<b>592,099</b>
<b>Total Non-Capital Equipment</b>	<b>60,000</b>	<b>0</b>	<b>60,000</b>
<b>DEPARTMENT TOTAL:</b>		<b>160,616</b>	
<b>Preliminary Budget 2020</b>		<u>5,139,361</u>	
<b>Updated Department Total</b>		<u>5,299,977</u>	0
		<b>5,299,977</b>	

Exhibit C  
Albany County Airport Authority  
2020 Revised Budget Proposal

	2020 Preliminary Budget	Adjustments	2020 Proposed Budget
<b>LANDSIDE - 32</b>			
Electric - 31000	124,000	(4,000)	120,000
Natural Gas - 33000	104,000	1,000	105,000
Sewer - 34000	15,000	0	15,000
Water - 35000	25,000	2,000	27,000
Telephone - 36010	4,100	100	4,200
Telephone Charges - Long Distance	25	0	25
<b>Total Utilities &amp; Communications</b>	<b>272,125</b>	<b>(900)</b>	<b>271,225</b>
Property Insurance - 42060	57,992	1,740	59,732
CDTA - 44030	30,000	0	30,000
Janitorial Services - 45000	0	0	0
GIS Services - 47010	2,200	0	2,200
Architectural - 49010	15,000	0	15,000
Engineering Services - 49020	10,000	0	10,000
<b>Total Purchased Services</b>	<b>115,192</b>	<b>1,740</b>	<b>116,932</b>
Alarm and PA Systems - 52010	30,000	0	30,000
Electrical Repairs & Supplies - 5203	30,000	(5,000)	25,000
HVAC - 52033	45,000	(10,000)	35,000
Roof - 52034	20,000	0	20,000
Plumbing Repairs & Supplies - 5203	25,000	0	25,000
Pest Control - 52037	4,356	0	4,356
Control Tower - 52051	300,000	0	300,000
Building Maintenance - 52060	200,000	(50,000)	150,000
Window Washing - 52063	0	0	0
Sign Expense - 52080	500	0	500
Landscaping - 53010	5,000	0	5,000
Fencing - 53020	500	0	500
Pavement Repairs - 53030	30,000	0	30,000
Utility Repairs - 53035	500	0	500
Sign Expense - 53040	4,000	0	4,000
Traffic Light Repairs and Material - 53045	2,000	0	2,000
Catch Basin Maintenance - 53045	2,500	0	2,500
Snow Removal Supplies - 53048	5,000	0	5,000
Snow Removal Contract Service - 53048	25,600	2,400	28,000
NYS Police Hangar - 53051	125,000	0	125,000
Dump Fees - Landfill - 53060	150	0	150
Hazardous Waste Management - 53078	0	0	0
Liquid Waste Disposal - 53078	16,000	0	16,000
T-Hangar Maintenance - 53090	110,000	(10,000)	100,000
<b>Total Materials and Supplies</b>	<b>981,106</b>	<b>(72,600)</b>	<b>908,506</b>
Computer System Supplies - 55014	2,600	0	2,600
Computer Equipment - 55016	2,050	0	2,050
Economic Development - 66031	10,000	0	10,000
Property Taxes - 66050	38,000	0	38,000
<b>Total Office and Admin</b>	<b>52,650</b>	<b>0</b>	<b>52,650</b>
<b>Total Non-Capital Equipment</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>DEPARTMENT TOTAL:</b>		<b>(71,760)</b>	
<b>Preliminary Budget 2020</b>	<u>1,421,073</u>		
<b>Updated Department Total</b>	<u><b>1,349,313</b></u>		
	<b>1,349,313</b>		<b>0</b>



Exhibit C  
Albany County Airport Authority  
2020 Revised Budget Proposal

	2020		2020
	Preliminary	Adjustments	Proposed
	Budget		Budget
<b>ARFF - 42</b>			
Salaries - 11000	1,148,647	(2,770)	1,145,877
Overtime (1.5) - 12010	157,800	(407)	157,393
Overtime (2.0) - 12020	1,142	(3)	1,139
<b>Total Personnel Services</b>	<b>1,307,588</b>	<b>(3,180)</b>	<b>1,304,408</b>
Social Security/Medicare - 21000	100,072	(243)	99,829
Health Insurance-Active - 22000	348,116	0	348,116
Medical Exams - 24000	3,000	0	3,000
Uniform Purchases - 25005	12,000	0	12,000
NYS Disability Insurance/Life Insura	22,374	(48)	22,326
Unemployment Insurance - 26020	6,142	34	6,176
Workers Compensation-26030	105,915	0	105,915
Retirement Plans - 29000	35,420	0	35,420
<b>Total Benefits</b>	<b>633,038</b>	<b>(257)</b>	<b>632,782</b>
Electric - 31000	17,000	(3,000)	14,000
Natural Gas - 33000	9,000	(1,000)	8,000
Telephone Charges - Local - 36010	200	(100)	100
Telephone Charges - Long Distance	100	0	100
<b>Total Utilities &amp; Communications</b>	<b>26,300</b>	<b>(4,100)</b>	<b>22,200</b>
Property Insurance - 42060	4,417	133	4,550
Pubic Relations - 46010	2,500	0	2,500
<b>Total Purchased Services</b>	<b>6,917</b>	<b>133</b>	<b>7,050</b>
EMS Supplies - 51030	12,000	0	12,000
ARFF Supplies - 51031	25,000	0	25,000
Hazardous Material Supplies - 5103	6,000	0	6,000
Foam - 51033	24,000	0	24,000
Alarm and PA Systems - 52010	2,500	0	2,500
Electrical Repairs & Supplies - 5203	3,000	0	3,000
HVAC - 52033	10,000	0	10,000
Roof - 52034	1,000	0	1,000
Plumbing Repairs & Supplies - 5203	3,000	0	3,000
Pest Control - 52037	504	0	504
Fire Extinguishers - 52040	5,000	0	5,000
Fire Equipment Testing - 52041	4,000	0	4,000
Building Maintenance - 52060	7,500	0	7,500
Janitorial Supplies - 52062	3,000	0	3,000
Landscaping - 53010	200	0	200
Hazardous Waste Management - 53	1,100	0	1,100
Oil/Water Seperator - 53078	2,000	0	2,000
Vehicle/Equipment Tires - 54013	5,000	0	5,000
ARFF Equipment Maintenance - 540	20,000	0	20,000
<b>Total Materials and Supplies</b>	<b>134,804</b>	<b>0</b>	<b>134,804</b>
Office Equipment Rental - 55010	500	(100)	400
Office Equipment Service Agreeemer	375	0	375
Computer System Supplies - 55014	1,400	0	1,400
Hardware/Software Maint Agreeemer	3,108	0	3,108
Computer Equipment - 55016	1,250	0	1,250
Office Furniture and Fixtures - 55021	3,000	0	3,000
Printed Forms/Letterhead - 55030	150	0	150
Reference Materials - 55050	1,600	0	1,600
Office Supplies - 55060	1,500	0	1,500
Dues and Subscriptions - 66000	2,200	0	2,200
AvPorts/MA Travel and Education -	59,488	0	59,488
<b>Total Office and Admin</b>	<b>74,571</b>	<b>(100)</b>	<b>74,471</b>
<b>Total Non-Capital Equipment</b>	<b>51,554</b>	<b>0</b>	<b>51,554</b>
<b>DEPARTMENT TOTAL:</b>		<b>(7,504)</b>	
<b>Preliminary Budget 2020</b>	<u>2,234,773</u>		
<b>Updated Department Total</b>	<u><u>2,227,269</u></u>		<b>0</b>
	2,227,269		

Exhibit C  
Albany County Airport Authority  
2020 Revised Budget Proposal

	2020 Preliminary Budget	Adjustments	2020 Proposed Budget
<b>OPERATIONS - 41</b>			
Salaries - 11000	584,417	0	584,417
Overtime (1.5) - 12010	93,507	0	93,507
<b>Total Personnel Services</b>	<b>677,924</b>	<b>0</b>	<b>677,924</b>
Social Security/Medicare - 21000	51,861	0	51,861
Health Insurance-Active - 22000	183,245	0	183,245
Uniforms & Laundry - 25000	1,500	0	1,500
Uniform Purchases - 25005	4,000	0	4,000
NYS Disability Insurance/Life Insura	11,963	0	11,963
Unemployment Insurance - 26020	3,955	0	3,955
Workers Compensation-26030	47,338	0	47,338
Retirement Plans - 29000	15,611	0	15,611
<b>Total Benefits</b>	<b>319,472</b>	<b>0</b>	<b>319,472</b>
Telephone Charges - Local - 36010	7,500	300	7,800
Telephone Charges - Long Distance	150	(50)	100
Telephone Cellular - 36030	45,000	(1,000)	44,000
Radio Communication - 36035	0	0	0
Paging Services - 36040	0	0	0
<b>Total Utilities &amp; Communications</b>	<b>52,650</b>	<b>(750)</b>	<b>51,900</b>
Office Equipment Rental - 55010	1,550	150	1,700
Copy Machine Use - 55011	0	0	0
Office Equipment Service Agreeer	1,194	0	1,194
Computer System Supplies - 55014	2,200	0	2,200
Hardware/Software Maint Agreeer	5,900	0	5,900
Computer Equipment - 55016	650	0	650
Office Furniture and Fixtures - 5502	2,500	0	2,500
Printed Forms/Letterhead - 55030	500	0	500
Office Supplies - 55060	2,300	0	2,300
Dues and Subscriptions - 66000	4,389	0	4,389
A.A.A.E. Memberships - 66002	825	0	825
AvPorts/MA Travel and Education -	22,200	0	22,200
<b>Total Office and Admin</b>	<b>44,208</b>	<b>150</b>	<b>44,358</b>
<b>Total Non-Capital Equipment</b>	<b>24,000</b>		<b>24,000</b>
<b>DEPARTMENT TOTAL:</b>		<b>(600)</b>	
<b>Preliminary Budget 2020</b>		<u>1,118,255</u>	
<b>Updated Department Total</b>		<u>1,117,655</u>	0
		<b>1,117,655</b>	

Exhibit C  
Albany County Airport Authority  
2020 Revised Budget Proposal

	2020		2020	
	Preliminary		Proposed	
	Budget	Adjustments	Budget	
<b>SECURITY - 43</b>				
Salaries - 11000	178,275	342	178,616	
Overtime (1.5) - 12010	5,048	0	5,048	
Overtime (2.0) - 12020	0	0	0	
<b>Total Personnel Services</b>	<b>183,323</b>	<b>342</b>	<b>183,665</b>	
Social Security/Medicare - 21000	14,024	26	14,050	
Health Insurance-Active - 22000	28,099	0	28,099	
Uniforms and Laundry - 25000	2,500	0	2,500	
Uniform Purchases - 25005	1,500	0	1,500	
NYS Disability Insurance/Life Insura	2,235	0	2,235	
Unemployment Insurance - 26020	2,738	(626)	2,112	
Workers Compensation-26030	14,849	0	14,849	
Retirement Plans - 29000	3,529	0	3,529	
<b>Total Benefits</b>	<b>69,474</b>	<b>(599)</b>	<b>68,874</b>	
Telephone - Sheriff - 36012	4,025	0	4,025	
Radio Communications - 36035	0	0	0	
Public Safety - 44000	2,772,837	25,959	2,798,796	
Safety Program - 44015	0	0	0	
<b>Total Purchased Services</b>	<b>2,776,862</b>	<b>25,959</b>	<b>2,802,821</b>	
Card Access Control - 52012	75,000	0	75,000	
CCTV Repair - 52013	40,000	0	40,000	
Key Access System - 52014	25,000	0	25,000	
ID Tags - 52071	35,000	0	35,000	
<b>Total Materials and Supplies</b>	<b>175,000</b>	<b>0</b>	<b>175,000</b>	
Computer System Supplies - 55014	3,000	0	3,000	
Hardware/Software Maint Agreeemer	600	0	600	
Computer Equipment - 55016	650	0	650	
Office Furniture and Fixtures - 5502	150	0	150	
Office Supplies - 55060	100	0	100	
<b>Total Office</b>	<b>4,500</b>	<b>0</b>	<b>4,500</b>	
<b>Total Non-Capital Equipment</b>	<b>49,000</b>	<b>0</b>	<b>49,000</b>	
<b>DEPARTMENT TOTAL:</b>		<b>25,702</b>		
<b>Preliminary Budget 2020</b>		<u>3,258,158</u>		
<b>Updated Department Total</b>		<u><b>3,283,860</b></u>		
		<b>3,283,860</b>	0	

Exhibit C  
Albany County Airport Authority  
2020 Revised Budget Proposal

	2020 Preliminary Budget	Adjustments	2020 Proposed Budget
<b>VEHICLES &amp; EQUIPMENT - 50</b>			
Salaries - 11000	556,899	0	556,899
Overtime (1.5) - 12010	48,342	0	48,342
Overtime (2.0) - 12020	4,710	0	4,710
<b>Total Personnel Services</b>	<b>609,950</b>	<b>0</b>	<b>609,950</b>
Social Security/Medicare - 21000	46,471	0	46,471
Health Insurance-Active - 22000	215,406	0	215,406
Uniforms and Laundry - 25000	7,000	500	7,500
Uniform Purchases - 25005	3,500	0	3,500
NYS Disability Insurance/Life Insura	10,630	0	10,630
Unemployment Insurance - 26020	3,346	51	3,397
Workers Compensation - 26030	73,078	0	73,078
Retirement Plans - 29000	11,911	0	11,911
<b>Total Benefits</b>	<b>371,342</b>	<b>551</b>	<b>371,893</b>
Electric - 31000	8,000	(500)	7,500
Natural Gas - 33000	14,500	0	14,500
Telephone Charges - Local - 36010	50	0	50
Telephone Charges - Long Distance	25	0	25
<b>Total Utilities &amp; Communications</b>	<b>22,575</b>	<b>(500)</b>	<b>22,075</b>
Automotive Insurance - 42020	77,061	2,312	79,373
<b>Total Purchased Services</b>	<b>77,061</b>	<b>2,312</b>	<b>79,373</b>
Electrical Repairs & Supplies - 5203	2,500	0	2,500
Dump Fees - Landfill - 53060	2,000	0	2,000
Hazardous Waste Management - 53	4,000	0	4,000
Gasoline - 54010	20,000	0	20,000
Diesel Fuel - 54011	110,000	(10,000)	100,000
Oil/Grease -54012	25,000	0	25,000
Vehicle/Equipment Tires - 54013	21,000	0	21,000
Vehicle Repair and Maintenance - 54	30,000	0	30,000
Vehicle Communication Equip. Rep	6,000	0	6,000
Sheriff Vehicle Repair and Maintena	0	0	0
General Equip. Repair/Maintenance	25,000	0	25,000
Heavy Equipment Maintenance - 54	60,000	0	60,000
Snow Equipment Repair/Maintenan	100,000	0	100,000
Mower Repair/Maintenance - 54060	15,000	0	15,000
Vehicle Shop Tools and Supplies - 5	50,000	0	50,000
<b>Total Materials and Supplies</b>	<b>470,500</b>	<b>(10,000)</b>	<b>460,500</b>
Office Equipment Rental - 55010	12	0	12
Office Equipment Service Agreeemer	149	0	149
Office Equipment Repairs - 55013	100	0	100
Computer System Supplies - 55014	2,150	0	2,150
Hardware/Software Maint Agreeemer	4,260	0	4,260
Computer Equipment - 55016	2,850	0	2,850
Printed Forms/Letterhead - 55030	500	0	500
Reference Materials - 55050	300	0	300
Office Supplies - 55060	100	0	100
AvPorts/MA Travel and Education -	500	0	500
Dues & Subscriptions - 66000	0	0	0
AvPorts/MA Travel and Education -	3,250	0	3,250
<b>Total Office and Admin</b>	<b>14,171</b>	<b>0</b>	<b>14,171</b>
<b>Total Non-Capital Equipment</b>	<b>170,000</b>	<b>0</b>	<b>170,000</b>
<b>DEPARTMENT TOTAL:</b>		<b>(7,638)</b>	
<b>Preliminary Budget 2020</b>		<u>1,735,600</u>	
<b>Updated Department Total</b>		<u><u>1,727,962</u></u>	
		<u>1,727,962</u>	0

Exhibit C  
Albany County Airport Authority  
2020 Revised Budget Proposal

	2020 Preliminary Budget	Adjustments	2020 Proposed Budget
<b>AvPorts - ADMINISTRATION</b>			
Salaries - 11000	412,298	(12,834)	399,464
<b>Total Personnel Services</b>	<b>412,298</b>	<b>(12,834)</b>	<b>399,464</b>
Social Security/Medicare - 21000	30,333	(982)	29,351
Health Insurance-Active - 22000	96,431	(9,204)	87,227
Medical Exams - 24000	18,000	(3,000)	15,000
Uniform Purchases	600	0	600
NYS Disability Insurance/Life Insura	10,475	769	11,244
Unemployment Insurance - 26020	1,673	(108)	1,565
Workers Compensation - 26030	825	0	825
Retirement Plans - 29000	9,304	2,380	11,683
<b>Total Benefits</b>	<b>167,640</b>	<b>(10,145)</b>	<b>157,494</b>
Telephone Charges - Local - 36010	100	0	100
Telephone Charges - Long Distance	300	0	300
<b>Total Utilities &amp; Communications</b>	<b>400</b>	<b>0</b>	<b>400</b>
Airport Liability Insurance - 42010	5,823	168	5,991
Professional Management - 49040	425,000	0	425,000
<b>Total Purchased Services</b>	<b>430,823</b>	<b>168</b>	<b>430,991</b>
Office Equipment Rental - 55010	1,300	0	1,300
Copy Machine Use - 55011	0	0	0
Office Equipment Service Agreeemer	1,193	0	1,193
Office Equipment Repairs - 55013	100	0	100
Computer System Supplies - 55014	1,350	0	1,350
Hardware/Software Maint Agreeemer	1,250	0	1,250
Computer Equipment - 55016	3,500	0	3,500
Office Furniture and Fixtures - 55021	500	0	500
Printed Forms/Letterhead - 55030	250	0	250
Printing Outside Services - 55032	100	0	100
Express Mail - 55041	600	0	600
Office Supplies - 55060	2,000	0	2,000
Payroll Services - 55070	30,000	0	30,000
A.A.A.E. Memberships - 66002	550	100	650
AvPorts/MA Training & Travel - 66003	3,000	0	3,000
Functions/Refreshments - 66013	0	0	0
Advertising/Public Meetings - 66030	2,000	0	2,000
<b>Total Office and Admin</b>	<b>47,693</b>	<b>100</b>	<b>47,793</b>
<b>DEPARTMENT TOTAL:</b>		<b>(22,711)</b>	
<b>Preliminary Budget 2020</b>	<u>1,058,853</u>		
<b>Updated Department Total</b>	<u><b>1,036,143</b></u>		
	<b>1,036,143</b>		0

Exhibit C  
Albany County Airport Authority  
2020 Revised Budget Proposal

	2020 Preliminary Budget	Adjustments	2020 Proposed Budget
<b>MA COMMERCIAL 60</b>			
Salaries - 11000	481,326	0	481,326
Overtime (1.5) - 12010	57,759	0	57,759
<b>Total Salaries &amp; OT</b>	<b>539,085</b>	<b>0</b>	<b>539,085</b>
Social Security/Medicare - 21000	41,240	0	41,240
Health Insurance-Active - 22000	92,584	0	92,584
Uniforms & Laundry - 25000	3,000	0	3,000
Uniform Purchases - 25005	5,000	0	5,000
Disability Insurance - 26010	1,156	0	1,156
Unemployment Insurance - 26020	6,745	0	6,745
Retirement Plans - 29000	8,470	0	8,470
<b>Total Benefits</b>	<b>158,195</b>	<b>0</b>	<b>158,195</b>
Electric	14,500	(1,500)	13,000
Natural Gas - 33000	2,000	0	2,000
Water - 35000	1,500	500	2,000
Telephone Charges-Local - 36010	100	0	100
Telephone Charges-Long Distance	100	0	100
Wireless - 36033	2,412	0	2,412
<b>Total Utilities &amp; Communications</b>	<b>20,612</b>	<b>(1,000)</b>	<b>19,612</b>
Environmental Liability - 42041	0	0	0
Property Insurance - 42060	37,021	1,111	38,132
Professional Management - 49040	28,000	0	28,000
<b>Total Purchased Services</b>	<b>65,021</b>	<b>1,111</b>	<b>66,132</b>
Fuel Cost - Auto - 51005	75,000	0	75,000
Fuel Cost-Diesel - 51107	175,000	0	175,000
Fuel Cost - Avgas Commercial - 511	25,632	(4,272)	21,360
Deicing Type I Sprayed - 51109	317,238	0	317,238
Deicing Type IV Sprayed - 51110	41,399	0	41,399
Deicing Type I Consortium - 51111	464,250	0	464,250
Deicing Type IV Consortium - 51112	127,380	0	127,380
Alarm and PA Systems - 52010	4,200	0	4,200
Electrical Repairs & Supplies - 5203	5,000	0	5,000
HVAC - 52033	500	0	500
Roof - 52034	500	0	500
Plumbing Repairs & Supplies - 5203	500	0	500
Building Maintenance - 52060	5,000	0	5,000
Hazardous Waste Management - 52	10,000	0	10,000
Oil/Water Disposal - 53078	10,000	0	10,000
Gasoline - 54010	6,000	0	6,000
Diesel Fuel - 54011	35,000	0	35,000
Vehicle/Equipment Tires - 54013	7,500	0	7,500
Vehicle Repair & Maintenance - 540	500	0	500
Veh Communication Equip. Repairs	1,000	0	1,000
General Equip. Repair/Maintenance	70,000	0	70,000
Quality Control Testing Equipment -	10,000	2,000	12,000
Heavy Equipment Maintenance - 54	100,000	0	100,000
Vehicle Shop Tools and Supplies - 5	2,500	0	2,500
Fuel Truck Rental - 54075	0	0	0
<b>Total Materials and Supplies</b>	<b>1,494,098</b>	<b>(2,272)</b>	<b>1,491,826</b>
Training & Travel - 66010	2,000	0	2,000
<b>Total Office and Admin</b>	<b>2,000</b>	<b>0</b>	<b>2,000</b>
<b>DEPARTMENT TOTAL:</b>		<b>(2,161)</b>	
<b>Preliminary Budget 2020</b>	<u>2,279,011</u>		
<b>Updated Department Total</b>	<u>2,276,849</u>		
	<u>2,276,849</u>		0

Exhibit C  
Albany County Airport Authority  
2020 Revised Budget Proposal

	2020 Preliminary Budget	Adjustments	2020 Proposed Budget
<b>MA GENERAL AVIATION AND FACILITIES - 61</b>			
Salaries - 11000	639,249	0	639,249
Overtime (1.5) - 12010	127,690	0	127,690
<b>Total Salaries &amp; OT</b>	<b>766,939</b>	<b>0</b>	<b>766,939</b>
Social Security/Medicare - 21000	58,671	0	58,671
Health Insurance-Active - 22000	199,954	0	199,954
Uniforms & Laundry - 25000	3,000	0	3,000
Uniform Purchases - 25005	6,000	0	6,000
Disability Insurance - 26010	1,656	0	1,656
Unemployment Insurance - 26020	11,522	0	11,522
Retirement Plans - 29000	4,002	0	4,002
<b>Total Benefits</b>	<b>284,805</b>	<b>0</b>	<b>284,805</b>
Electric - 31000	35,000	0	35,000
Natural Gas - 33000	30,000	0	30,000
Cable Television - 36060	1,740	1,803	3,543
<b>Total Utilities and Communications</b>	<b>66,740</b>	<b>1,803</b>	<b>68,543</b>
Property Insurance - 42060	17,669	530	18,199
Insurance Claims - 42095	20,000	0	20,000
Refuse Removal Services - 45010	3,000	0	3,000
Professional Management - 49040	96,000	9,000	105,000
<b>Total Purchased Services</b>	<b>136,669</b>	<b>9,530</b>	<b>146,199</b>
Fuel Cost - Jet A - 51101	3,226,733	78,876	3,305,609
Fuel Discounts-Jet A - 51102	375,000	10,000	385,000
Fuel Cost - Avgas - 51103	231,806	6,600	238,406
Fuel Discounts-Avgas - 51104	3,800	600	4,400
Catering - 51120	0	0	0
Charts, Pilot Supplies - 51130	0	0	0
Oil - 51125	3,000	0	3,000
TKS (Deicing Fluid) - 51126	2,000	0	2,000
Alarm and PA Systems - 52010	2,000	0	2,000
Electrical Repairs & Supplies - 5203	8,000	0	8,000
Elevator Repairs & Supplies - 52032	5,000	0	5,000
HVAC - 52033	12,000	0	12,000
Roof - 52034	5,000	0	5,000
Plumbing Repairs & Supplies - 52035	5,000	0	5,000
Automatic Door Repairs & Supplies	2,500	0	2,500
Pest Control - 52037	744	0	744
Building Maintenance - 52060	20,000	0	20,000
Janitorial Supplies - 52062	6,000	0	6,000
Window Washing - 52063	4,477	0	4,477
Sign Expense - 52080	500	0	500
Landscaping - 53010	500	0	500
Pavement Repairs - 53030	500	0	500
Sign Expense - 53040	100	0	100
Liquid Waste Disposal - 53078	2,000	0	2,000
Gasoline - 54010	6,000	0	6,000
Diesel Fuel - 54011	35,000	0	35,000
Oil/Grease - 54012	0	0	0
Vehicle/Equipment Tires - 54013	3,500	0	3,500
Vehicle Repair and Maintenance - 5	1,000	0	1,000
Veh Communication Equip. Repairs	1,000	0	1,000
General Equip. Repair/Maintenance	5,000	0	5,000
Heavy Equipment Maintenance - 54	35,000	0	35,000
Vehicle Shop Tools and Supplies - 54	5,000	0	5,000
Fuel Truck Rental - 54075	0	0	0
<b>Total Materials and Supplies</b>	<b>4,008,160</b>	<b>96,076</b>	<b>4,104,236</b>
Office Equipment Rental - 55010	1,000	0	1,000
Office Furniture and Fixtures - 5502	1,000	0	1,000
Dues and Subscriptions - 66000	15,000	0	15,000
AvPorts/MA Training & Travel - 660	5,000	0	5,000
Functions/Refreshments - 66013	0	0	0
Incentives - 66015	43,000	0	43,000
Economic Development - 66031	0	0	0
Credit Card Service Charges - 6606	100,000	0	100,000
<b>Total Office and Admin</b>	<b>165,000</b>	<b>0</b>	<b>165,000</b>
<b>DEPARTMENT TOTAL:</b>		<b>107,409</b>	
<b>Preliminary Budget 2020</b>	<u>5,428,313</u>		
<b>Updated Department Total</b>	<u>5,535,722</u>		
	5,535,722	0	0



Exhibit C  
Albany County Airport Authority  
2020 Revised Budget Proposal

	2020 Preliminary Budget	Adjustments	2020 Proposed Budget
<b>MA ADMINISTRATION - 69</b>			
Salaries - 11000	220,670	0	220,670
Overtime (1.5)	0	0	0
<b>Total Salaries &amp; OT</b>	<b>220,670</b>	<b>0</b>	<b>220,670</b>
Social Security/Medicare - 21000	16,881	0	16,881
Health Insurance-Active - 22000	45,657	0	45,657
Medical Exams - 24000	1,500	0	1,500
Uniforms & Laundry - 25000	500	0	500
Uniform Purchases - 25005	500	0	500
Disability Insurance - 26020	470	0	470
Unemployment Insurance - 26020	1,728	0	1,728
Retirement Plans -29001	3,717	0	3,717
<b>Total Employee Benefits</b>	<b>70,954</b>	<b>0</b>	<b>70,954</b>
Television Charges - Local - 36010	350	0	350
Television Charges - Long Distance	400	0	400
Telephone Parts & Repairs - 36020	0	0	0
Radio Communication - 36035	400	0	400
<b>Total Utilities and Communications</b>	<b>1,150</b>	<b>0</b>	<b>1,150</b>
Airport Liability - 42010	119,269	0	119,269
Public Relations - 46010	42,000	0	42,000
Professional Management - 49040	165,000	0	165,000
<b>Total Purchased Services</b>	<b>326,269</b>	<b>0</b>	<b>326,269</b>
Office Equipment Rental - 55010	850	(192)	658
Copy Machine Use - 55011	0	0	0
Office Equipment Service Agreeemer	509	0	509
Office Equipment Repairs - 55013	100	0	100
Computer System Supplies - 55014	6,250	0	6,250
Hardware/Software Maint Agreeemer	8,390	0	8,390
Computer Equipment - 55016	650	0	650
Office Furniture and Fixtures - 55021	1,000	0	1,000
Printed Forms/Letterhead - 55030	1,000	0	1,000
Printing Outside Services - 55032	300	0	300
Express Mail - 55041	0	0	0
Office Supplies - 55060	5,000	0	5,000
Payroll Services - 55070	20,000	0	20,000
Dues and Subscriptions - 66000	1,315	0	1,315
AvPorts/MA Training & Travel - 66001	2,000	0	2,000
Functions/Refreshments - 66013	1,000	0	1,000
Economic Development - 66031	0	0	0
<b>Total Office and Admin</b>	<b>48,364</b>	<b>(192)</b>	<b>48,172</b>
<b>DEPARTMENT TOTAL:</b>		<b>(192)</b>	
<b>Preliminary Budget 2020</b>		<u>667,407</u>	
<b>Updated Department Total</b>		<u><b>667,215</b></u>	0
		667,215	

Exhibit C  
Albany County Airport Authority  
2020 Revised Budget Proposal

	2020		2020
	Preliminary	Adjustments	Proposed
	Budget		Budget
<b>ACAA - ADMINISTRATION</b>			
Salaries - 11000	2,042,744	(82,702)	1,960,042
Temporary Help - 13000	0	10,000	10,000
Interns - 14000	0	0	0
<b>Total Personnel Services</b>	<b>2,042,744</b>	<b>(72,702)</b>	<b>1,970,042</b>
Social Security/Medicare - 21000	157,469	(6,200)	151,269
Health Insurance-Active - 22000	611,657	(13,228)	598,429
OPEB - 22105	425,000	(13,228)	411,772
Health Insurance - Dental - 22200	43,903	(764)	43,139
Health Insurance - Vision - 22300	6,406	(137)	6,269
Health-AFLAC - 23000	7,560	(360)	7,200
Capital EAP Program - 24010	969	0	969
Smoking Cessation Class - 24015	1,200	0	1,200
Uniform Purchases - 25005	0	1,000	1,000
Disability Insurance - 26010	644	(50)	594
Unemployment Insurance - 26020	3,259	(262)	2,997
Workers Compensation - 26030	4,975	(156)	4,819
Retirement Plans - 29000	256,720	(3,937)	252,783
<b>Total Employee Benefits</b>	<b>1,519,762</b>	<b>(37,322)</b>	<b>1,482,440</b>
Electric - 31000	23,000	(4,000)	19,000
Natural Gas - 33000	6,000	0	6,000
Telephone Charges - Local - 36010	5,500	(500)	5,000
Telephone Charges - Long Distance	4,000	2,000	6,000
Telephones-Monthly Service - 36011	15,000	(1,000)	14,000
Telephones-Monthly Usage - 36016	3,800	(800)	3,000
Telephone Parts & Repairs - 36020	23,585	(7,585)	16,000
Internet Access - 36032	17,245	18,002	35,247
Cable Television - 36060	240	0	240
<b>Total Utilities and Communications</b>	<b>98,369</b>	<b>6,117</b>	<b>104,486</b>
Financial - 41010	55,000	5,000	60,000
Rates and Charges - 41020	6,000	0	6,000
Airport Liability - 42010	227,186	6,816	234,002
Environmental Liability - 42020	38,705	1,161	39,866
Property Insurance - 42060	2,388	72	2,460
Crime - 42065	6,577	197	6,774
Public Officials Liability - 42070	25,061	752	25,813
Cyber Liability Insurance - 42080	16,160	485	16,644
Fiduciary Liability - 42090	1,272	38	1,310
Agent Fee - 42093	30,000	0	30,000
Legal - 43000	50,000	50,000	100,000
Janitorial Services - 45000	19,738	0	19,738
Public Relations - 46010	100,000	0	100,000
Advertising - 46015	329,565	(129,565)	200,000
Special Studies - 47000	35,000	0	35,000
Appraisals - 49005	5,000	0	5,000
Architectural - 49010	30,000	0	30,000
Consultant - 49015	50,000	0	50,000
Engineering Services - 49020	3,000	0	3,000
Code Enforcement - 49060	45,160	71,040	116,200
<b>Total Purchased Services</b>	<b>1,075,811</b>	<b>5,996</b>	<b>1,081,807</b>
Alarm and PA Systems - 52010	4,000	0	4,000
Electrical Repairs & Supplies - 5203	8,000	0	8,000
Elevator Repairs & Supplies - 52032	3,500	0	3,500
HVAC - 52033	1,000	0	1,000
Roof - 52034	500	0	500
Plumbing Repairs & Supplies - 52035	15,000	0	15,000
Automatic Door Repairs - 52036	500	0	500
Pest Control - 52037	1,500	0	1,500
Storage Space Rental - 52059	7,500	0	7,500
Building Maintenance - 52060	2,000	0	2,000
Window Washing - 52063	1,263	0	1,263
Landscaping - 53010	500	0	500

Exhibit C  
Albany County Airport Authority  
2020 Revised Budget Proposal

	2020		2020
	Preliminary		Proposed
	Budget	Adjustments	Budget
<b>Total Materials and Supplies</b>	<b>45,263</b>	<b>0</b>	<b>45,263</b>
Office Equipment Rental - 55010	12,000	(1,000)	11,000
Copy Machine Use - 55011	0	1,000	1,000
Office Equipment Service Agreemer	3,297	149	3,446
Office Equipment Repairs - 55013	500	0	500
Computer System Supplies - 55014	26,500	0	26,500
Hardware/Software Maint Agreemer	107,356	0	107,356
Computer Equipment - 55016	10,720	0	10,720
Office Furniture and Fixtures - 55021	10,000	0	10,000
Printed Forms/Letterhead - 55030	1,000	0	1,000
Printing Outside Services - 55032	20,000	0	20,000
Postage - 55040	8,500	0	8,500
Express Mail - 55041	500	200	700
Reference Materials - 55050	1,000	0	1,000
Office Supplies - 55060	15,000	2,000	17,000
Payroll Services - 55070	6,000	500	6,500
Dues and Subscriptions - 66000	18,000	(2,000)	16,000
Airport Membership (ACI) - 66001	14,000	500	14,500
AAAE - 66002	550	0	550
GFOA - 66003	800	0	800
NYS Bar Association - 66005	670	(250)	420
NY Airport Managers Association - 66006	5,000	0	5,000
Local Chambers of Commerce - 66007	6,000	0	6,000
Center for Economic Growth - 66008	3,000	0	3,000
Authority Travel and Education - 66009	500	0	500
Mgmt. Travel and Education - 6601	20,000	0	20,000
Functions/Refreshments - 66013	20,000	0	20,000
Outside Functions - 66014	5,000	0	5,000
Tuition Reimbursement - 66020	0	2,500	2,500
Advertising/Public Meetings - 66030	20,000	5,000	25,000
Economic Development - 66031	1,000	0	1,000
Credit Card Service Charges - 6606	2,500	500	3,000
Bank & Paying Agent Fees - 66062	10,000	0	10,000
County Indirect - 66095	0	0	0
<b>Total Office and Admin</b>	<b>349,393</b>	<b>9,099</b>	<b>358,492</b>
<b>Total Non-Capital Equipment</b>	<b>0</b>		<b>0</b>
<b>DEPARTMENT TOTAL:</b>		<b>(88,812)</b>	
<b>Preliminary Budget 2020</b>	<u>5,131,343</u>		
<b>Updated Department Total</b>	<u>5,042,530</u>		
	<u>5,042,530</u>		<b>0</b>
<b>BUDGET CHANGES EXPENSES GRAND TOTAL</b>		<b>83,089</b>	
<b>Preliminary Budget 2020</b>	<b>38,736,665</b>		
<b>Adjustments</b>	<b>83,089</b>		
<b>Revised Preliminary 2020 Expense Budget</b>	<u>38,819,754</u>		
	<u>38,819,754</u>		<b>0</b>

## **Old Business**

## **New Business**

## **Executive Session**

## **Attorney-Client Privilege Matters**