



12

ACAA Approved
07/11/2022

Minutes of the Regular Meeting of the Albany County Airport Authority

June 6, 2022

Pursuant to notice duly given and posted, the regular meeting of the Albany County Airport Authority was called to order on Monday, June 6, 2022 @ 11:30 a.m. in the 3rd Floor Conference Room of the main terminal located at the Albany International Airport by Chairman Samuel A. Fresina with the following present:

MEMBERS PRESENT

Samuel A. Fresina

Kevin R. Hicks

Lyon M. Greenberg, M.D.

Steven H. Heider

Sari M. O'Connor

John-Raphael Pichardo

MEMBERS ABSENT

Thomas A. Nardacci

STAFF

Philip F. Calderone, Esq.

Christine C. Quinn

Matthew J. Cannon

Liz Charland

Steve Iachetta

Margaret Herrmann

Doug Myers

Helen Chadderdon

ATTENDEES

Steve Ferguson, Interim Airport Manager, AvPorts

Ray Casey, Airport Consultant

Fire Chief Dave Cook, AvPorts - ARFF

Captain Steve Dorsey, AvPorts - ARFF

Jim O'Brien Operations Manager

Ray Camilli Airfield Manager

Kevin Hehir Building Maintenance Manager

Dave Collins Custodial Manager

Katie Mahoney Parking Manager

Bob Heitz, Million Air

Dennis Feeney, Majority Leader

George Penn, Albany County Director of Operations

Jeffrey Jamison, Chief Counsel to the Albany County Executive



General:

1. Chairman's Remarks

2. Approval of Minutes

Mr. Hicks moved to approve the minutes of the May 2, 2022 meeting. The motion was adopted unanimously.

Management Reports:

3. Communications and Report of Chief Executive Officer

Mr. Calderone presented the Communications and Report of the Chief Executive Officer for the month of June 2022.

4. Chief Financial Officer

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

The Financial Report for the month of June 2022 was distributed.

5. Project Development

Mr. Iachetta presented the Project Development report for the month of June 2022.

6. Counsel

Ms. Quinn advised she would be presenting items under new business later in the meeting.

7. Concessions/Ambassador Program

Ms. Chadderdon presented the Concessions/Ambassador report for the month of June 2022.

8. Public Affairs

Mr. Myers presented the Public Affairs report for the month of June 2022.

9. Business & Economic Development

Mr. Cannon presented the Business & Economic Development Report for the month of June 2022.

Action Items:



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

10.1 Issue Purchase Order for Purchase and Installation of a new Anti-Fatigue Flooring from Flooring Environment

Mr. Iachetta recommended authorization to approve the purchase and installation of a new Anti-Fatigue Flooring for \$57,142.00 from Flooring Environment. He advised the existing flooring behind the Airline ticket counters is over 20 years old and is no longer serving the purpose of reducing fatigue of the ticket agents. The proposed new flooring system would be purchased under State Contract pricing. The purchase price includes removal of the existing flooring and installation of the new material to help maintain the leasing agreement with the Airlines. This purchase will be 100% Airport funded from account number CPN 52060-20.

Ms. O'Connor moved to approve the purchase and installation of a new Anti-Fatigue Flooring for \$57,142.00 from Flooring Environment. The motion was adopted unanimously.

11. Authorization of Change Orders - None

12. Authorization of Federal and State Grants - None

13. Informational Only - None

Old Business: None

New Business:

**NB-1 NYS Open Meetings Law - Video Conferencing
Sponsor ACAA Board Member John-Raphael Pichardo**

Ms. Quinn recommended authorization to Adopt Resolution No. NB-1 for NYS Open Meetings Law Videoconferencing. She advised that since the onset of the pandemic public bodies have been permitted to meet and take such action authorized by law without permitting in public in-person access to meetings and authorize such meetings to be held remotely by conference call or similar service, provided that the public has the ability to view or listen to such proceeding and that such meetings are recorded and later transcribed. Authorized most recently by Governor Hochul in September of 2021.

On April 9, 2022, Governor Hochul signed Chapter 56 of the Laws of 2022 relating to the New York State budget for 2022-2023 state fiscal year. Included in the bill is an amendment to the Open Meetings Law (OML) to make permanent (until July 1, 2024) the expanded use of videoconferencing by public bodies to conduct open meetings, under extraordinary circumstances, regardless of a declaration of emergency.

As a threshold matter, it should be understood that the new law is not meant to change or curtail what has always been required of public bodies complying with the Open Meetings Law. Public bodies may continue to operate now as they did before the onset of the pandemic in early 2020 when the "in person" aspects of the Open Meetings Law were first suspended.



In other words, if a public body was permitted to do it before the pandemic, this law does not change that. As noted above, this law is intended to expand, in extraordinary circumstances only, the ability of public bodies to meet using remote access technology.

Mr. Heider moved to Adopt Resolution No. NB-1 for NYS Open Meetings Law Videoconferencing. The motion was adopted unanimously.

NB-2 Procedures for Member Videoconferencing

Ms. Quinn recommended authorization to approve the Procedures for Member Videoconferencing Pursuant to Public Officers Law § 103-a.

Procedures for Member Videoconferencing Pursuant to Public Officers Law § 103-a

In compliance with Public Officers Law (POL) § 103-a(2)(a), the Albany County Airport Authority (ACAA), authorized by resolution on June 6, 2022 the use of videoconferencing as described in POL §103-a.

The following procedures are hereby established to satisfy the requirement of POL § 103-a(2)(b) that any public body which in its discretion wishes to permit its members to participate in meetings by videoconferencing from private locations – under extraordinary circumstances – must establish written procedures governing member and public attendance.

1. ACAA members shall be physically present at any meeting of the ACAA unless such member is unable to be physically present at one of the designated public meeting locations due to extraordinary circumstances.
2. For purposes of these procedures, the term “extraordinary circumstances” includes disability, illness, caregiving responsibilities, or any other significant or unexpected factor or event which precludes the member’s physical attendance at such meeting.
3. If a member is unable to be physically present at one of the designated public meeting locations and wishes to participate by videoconferencing from a private location due to extraordinary circumstances, the member must notify the ACAA Chair (Vice Chair in the absence of the Chair) and the Chief Executive Officer no later than four business days prior to the scheduled meeting in order for proper notice to the public to be given. If extraordinary circumstances present themselves on an emergent basis within four days of a meeting, the ACAA shall update its notice as soon as practicable to include that information. If it is not practicable for the ACAA to update its notice, the ACAA may reschedule its meeting.
4. If there is a quorum of members participating at a physical location(s) open to the public, the ACAA may properly convene a meeting. A member who is participating from a remote location that is not open to in-person physical attendance by the public shall not count toward a quorum of the ACAA but may participate and vote if there is a quorum of members at a physical location(s) open to the public.
5. Except in the case of executive sessions conducted pursuant to POL § 105, the ACAA shall ensure that its members can be heard, seen, and identified while the meeting is being



conducted, including but not limited to any motions, proposals, resolutions, and any other matter formally discussed or voted upon. This shall include the use of first and last name placards physically placed in front of the members or, for members participating by videoconferencing from private locations due to extraordinary circumstances, such members must ensure that their full first and last name appears on their videoconferencing screen.

6. The minutes of the meetings involving videoconferencing based on extraordinary circumstances pursuant to POL § 103-a shall include which, if any, members participated by videoconferencing from a private location due to such extraordinary circumstances.
7. The public notice for the meeting shall inform the public:
 - (i) that extraordinary circumstances videoconferencing will (or may) be used;
 - (ii) where the public can view and/or participate in such meeting;
 - (iii) where required documents and records will be posted or available; and
 - (iv) the physical location(s) for the meeting where the public can attend.
8. The ACAA shall provide that each open portion of any meeting conducted using extraordinary circumstances videoconferencing shall be recorded and such recordings posted or linked on the ACAA website within five business days following the meeting, and shall remain so available for a minimum of five years thereafter. Such recordings shall be transcribed upon request.
9. If members of the ACAA are authorized to participate by videoconferencing from a private location due to extraordinary circumstances, the ACAA shall provide the opportunity for members of the public to view such meeting by video, and to participate in proceedings by videoconference in real time where public comment or participation is authorized. The ACAA shall ensure that where extraordinary circumstances videoconferencing is used, it authorizes the same public participation or testimony as in person participation or testimony.
10. Open meetings of the ACAA conducted using extraordinary circumstances videoconferencing pursuant to the provisions of POL § 103-a shall utilize technology to permit access by members of the public with disabilities consistent with the 1990 Americans with Disabilities Act (ADA), as amended, and corresponding guidelines. For the purposes of this guideline, “disability” shall have the meaning defined in Executive Law § 292.
11. The in-person participation requirements of POL § 103-a(2)(c) shall not apply during a state disaster emergency declared by the Governor of the State of New York pursuant to Executive Law § 28 or a local state of emergency proclaimed by the chief executive of a county, city, village or town pursuant to § 24 of the Executive Law if the ACAA determines that the circumstances necessitating the emergency declaration would affect or impair the ability of the ACAA to hold an in person meeting.
12. These procedures shall be conspicuously posted on the ACAA website.

Mr. Pichardo recommended authorization to approve the Procedures for Member Videoconferencing Pursuant to Public Officers Law § 103-a. The motion was adopted unanimously.



Executive Session - Attorney-Client Privilege Matters – None

There being no further business, the meeting was adjourned at 12:20 p.m.



ALBANY COUNTY AIRPORT AUTHORITY

REGULAR MEETING

AGENDA

June 6, 2022

General:

- 1. Chairman's Remarks**
- 2. Approval of Minutes
Regular Meeting – May 2, 2022**
- 3. Communications and Report of Chief Executive Officer**

Reports:

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

Action Items:

- 10. Authorization of Contracts/Leases/Contract
Negotiations/Contract Amendments**
 - 10.1 Issue Purchase Order for Purchase and Installation of a
new Anti-Fatigue Flooring from Flooring Environment**
- 11. Authorization of Change Orders - None**
- 12. Authorization of Federal and State Grants - None**
- 13. Informational Only - None**

Old Business:



New Business:

ADD - ON NB-1 **NYS Open Meetings Law - Video Conferencing**

ADD - ON NB-2 **Procedures for Member Videoconferencing**

Executive Session - Attorney-Client Privilege Matters:

NOTICE



Posted:
facebook
Info Desk
website -
5/26/22
L. Paul

**ALBANY COUNTY AIRPORT AUTHORITY
MEETING NOTICE**

Notice is hereby given of the following regular meeting of the Albany County Airport Authority:

The Albany County Airport Authority will hold its regularly scheduled meeting on **Monday, June 6, 2022 at 11:30 a.m.** The meeting will be held in the Conference Room on the 3rd Floor located in the Main Terminal at the Albany International Airport, Albany, New York.

Liz Charland

From: Liz Charland
Sent: Thursday, May 26, 2022 11:23 AM
To: TU Legals
Subject: Account Number 061026000 - June 6, 2022 Meeting Notice

Please publish one time ASAP. Thank you. - Liz

**ALBANY COUNTY AIRPORT AUTHORITY
MEETING NOTICE**

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Liz Charland

From: Liz Charland
Sent: Thursday, May 26, 2022 11:22 AM
To: John-Raphael Pichardo; John-Raphael Pichardo - IPAD; Kevin R. Hicks, Sr. - IPAD; Kevin R. Hicks, Sr. (Personal); Lyon Greenberg, MD; Lyon Greenberg, MD - IPAD; Samuel A. Fresina; Samuel A. Fresina - IPAD; Sari O'Connor; Steve Heider; Steven H. Heider; Thomas A. Nardacci
Subject: Board Meeting Monday June 6, 2022 at 11:30 a.m.
Importance: High

Please advise whether or not you will be attending the Board meeting on June 6.

Thank you.
Liz

**ALBANY COUNTY AIRPORT AUTHORITY
MEETING NOTICE**

Notice is hereby given of the following regular meeting of the Albany County Airport Authority:

The Albany County Airport Authority will hold its regularly scheduled meeting on **Monday, June 6, 2022 at 11:30 a.m.** The meeting will be held in the Conference Room on the 3rd Floor located in the Main Terminal at the Albany International Airport, Albany, New York.

Liz Charland

From: Liz Charland
Sent: Thursday, May 26, 2022 11:20 AM
To: Bart Johnson; Bob Heitz; Brandon Russell, Majority Counsel; County Executive Daniel P. McCoy; Dave Collins; Douglas A. Bullock, Albany County Mass Transit Committee Chair; Fire Chief Dave Cook; Frank Mauriello, Albany County Minority Leader; Fred Acunto; George Penn (Albany County); Jill Bryce; Larry Rulison (Times Union); LRulison (Times Union); Lynne Lekakis Mass Transit Committee; Majority Leader Dennis Feeney; Mike DeMasi (Business Review); mmangini; Pete Rea (prea@dot.state.ny.us); Rick Karlin; Spotlight News; WRGB News; pscherrer@avports.com
Subject: Board Meeting June 6, 2022 at 11:30 a.m.

**ALBANY COUNTY AIRPORT AUTHORITY
MEETING NOTICE**

Notice is hereby given of the following regular meeting of the Albany County Airport Authority:

The Albany County Airport Authority will hold its regularly scheduled meeting on **Monday, June 6, 2022 at 11:30 a.m.** The meeting will be held in the Conference Room on the 3rd Floor located in the Main Terminal at the Albany International Airport, Albany, New York.

Liz Charland

From: Liz Charland
Sent: Thursday, May 26, 2022 11:16 AM
To: Saratogian Newspapers; The Colonie Spotlight; The Gazette; The Troy Record
Subject: Board Meeting Monday June 6, 2022 at 11:30 a.m.
Importance: High

Please publish in the Community Section of your paper. Thank you.

**ALBANY COUNTY AIRPORT AUTHORITY
MEETING NOTICE**

Notice is hereby given of the following regular meeting of the Albany County Airport Authority:

The Albany County Airport Authority will hold its regularly scheduled meeting on **Monday, June 6, 2022 at 11:30 a.m.** The meeting will be held in the Conference Room on the 3rd Floor located in the Main Terminal at the Albany International Airport, Albany, New York.

AGENDA ITEM NO. 1

Chairman's Remarks

AGENDA ITEM NO. 2

Approval of Minutes



ACAA
Approved
06/06/2022

Minutes of the Regular Meeting of the Albany County Airport Authority

May 2, 2022

Pursuant to notice duly given and posted, the regular meeting of the Albany County Airport Authority was called to order on Monday, May 2, 2022 @ 11:30 a.m. in the 3rd Floor Conference Room of the main terminal located at the Albany International Airport by Chairman Samuel A. Fresina with the following present:

MEMBERS PRESENT

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

MEMBERS ABSENT

STAFF

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

ATTENDEES

Fred Acunto, Airport Manager, AvPorts
Ray Casey, Airport Consultant
Fire Chief Dave Cook, AvPorts
Captain Steve Dorsey, AvPorts
Bob Heitz, Million Air
George Penn, Director of Operations (via teleconference)

General:

1. Chairman's Remarks



2. Approval of Minutes

Mr. Heider moved to approve the minutes of the March 24, 2022 meeting. The motion was adopted unanimously.

Management Reports:

3. Communications and Report of Chief Executive Officer

Mr. Calderone presented the Communications and Report of the Chief Executive Officer for the month of May 2022.

4. Chief Financial Officer

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

Mr. Zonsius presented the Financial Report for the month of May 2022.

5. Project Development

Mr. LaClair presented the Project Development report for the month of May 2022.

6. Counsel

Ms. Quinn presented Counsel's report for the month of May 2022.

7. Concessions/Ambassador Program

Ms. Chadderdon presented the Concessions/Ambassador report for the month of May 2022.

8. Public Affairs

Mr. Myers presented the Public Affairs report for the month of May 2022.

9. Business & Economic Development

Mr. Cannon presented the Business & Economic Development Report for the month of May 2022.

Action Items:

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



10.1 Approval of Modification and Extension Management Operating Agreement for Fixed Base of Operations and Fuel Farm with REW Investments, Inc., d/b/a Million Air – Albany.

Ms. Quinn recommended authorization for the approval of Modification and Extension Management Operating Agreement for Fixed Base Operations and Fuel Farm with REW Investment, Inc., d/b/a Million Air – Albany. She advised the current Management Operating Agreement (MOA) with REW Investments, Inc. d/b/a Million Air - Albany was awarded by competitive RFP in 2013 and the initial term was for three (3) years and the Authority renewed the proposal for three (3) years in 2016 and 2019. Million Air Interlink, Inc. which currently guaranties the existing Management Operating Agreement, will provide a continuing Guaranty of REW Investments, Inc. performance under the new MOA. Authorization is requested to approve the attached Contract and Guaranty.

REW Investments has agreed to renew the agreement for another one (1) year term ending August 31, 2023 with a \$5,000 increase in the annual Management fee in the contract years ending in 2023. The estimated contract amount is \$185,000 over one year based upon total annual fixed fees of \$180,000 in the contract year ending in 2022 plus other fixed-rate fees applicable to variable activities and monthly advertising costs.

Ms. O'Connor moved to approve the Modification and Extension Management Operating Agreement for Fixed Base Operations and Fuel Farm with REW Investment, Inc., d/b/a Million Air – Albany in the amount of \$185,000 over one year based upon total annual fixed fees of \$180,000 in the contract year ending in 2022 plus other fixed-rate fees applicable to variable activities and monthly advertising costs. The motion was adopted unanimously.

10.2 Parking Lot C Rehabilitation (Contract #S-22-1119-GC)

Mr. Iachetta recommended authorization to Award Construction Contract 22-1119-GC for the Rehabilitation of Parking Lot C to the qualified low bidder James H. Maloy, Inc. in the amount of \$269,800. He advised the contract scope includes repair of the perimeter security wall and fence, removal of revenue equipment and temporary barriers and reconnecting perimeter obstruction lighting. The award of this contract is contingent on compliance with the apprenticeship program and MWBE requirements. This contract is 100% airport funded.

Mr. Heider moved to approve Construction Contract 22-1119-GC for the Rehabilitation of Parking Lot C to the qualified low bidder James H. Maloy, Inc. in the amount of \$269,800 contingent on compliance with the apprenticeship program and MWBE requirements. The motion was adopted unanimously.



10.3 Negotiations: Contract No. S-22-1114 Design Services for Air Cargo Pavement Rehabilitation with Passero Associates

Mr. LaClair recommended authorization to negotiate a fee for Professional Services Contract S-22-1114 Design Services for the Air Cargo Pavement Rehabilitation with Passero Associates. Contract award is contingent upon Board approval of the negotiated fee. He advised this contract will be 100% Airport funded.

Mr. Pichardo moved to authorize negotiations of the fee for Contract No. S-22-1114 Design Services for Air Cargo Pavement Rehabilitation with Passero Associates contingent upon the Board's approval of the negotiated fee. The motion was adopted unanimously.

10.4 Construction Contract: Authorization to Award Construction Contract 22-1109-FP - Hangar 1 Sprinkler

Mr. LaClair recommended authorization to approve Contract No. 22-1109-FP Hangar 1 Sprinkler Installation to Absolute Fire Protection in the amount of \$498,000. He advised the contract scope includes making a water connection to the existing 8" watermain and bringing the service into the building, installation of a dry sprinkler system in the hangar and wet system in the classroom area. The award of this contract is contingent on compliance with the apprenticeship program. This contract is 100% Airport funded.

Dr. Greenberg moved to approve Contract No. 22-1109-FP Hangar 1 Sprinkler Installation to Absolute Fire Protection to Absolute Fire Protection in the amount of \$498,000. contingent on compliance with the apprenticeship program. The motion was adopted unanimously.

10.5 Construction Contract: Authorization to Award Construction Contract 21-1100-GC for Runway 10-28 and Taxiway C Rehabilitation to Callanan Industries Inc.

Mr. LaClair recommended authorization to approve Contract No. 21-1100-GC Runway 10-28 and Taxiway C Rehabilitation to Callanan Industries Inc. in the amount of \$7,070,135.50. He advised the contract scope includes removal of the existing asphalt pavement, placement of new asphalt pavement, grooving, striping and centerline lighting repair. This contract will be funded 90% Federal, 5% State and 5% Airport and the contract award is contingent on FAA concurrence and compliance with the apprenticeship program.

Mr. Nardacci moved to authorize the award of Contract # 21-1100-GC Runway 10-28 and Taxiway C Rehabilitation to Callanan Industries Inc. in the amount of \$7,070,135.50. to be funded 90% Federal, 5% State and 5% Airport and contingent on FAA concurrence and compliance with the apprenticeship program. The motion was adopted unanimously.

10.6 Main Terminal Elevator #8 Replacement (Purchase Order)



Mr. LaClair recommended authorization to approve the issuance of a Purchase Order for the purchase and installation of a new MRL elevator replacement for Elevator No. 8 in the amount of \$239,500. He advised Elevator #8 in the terminal has been the main passenger elevator since elevator #6 has been out of service. The additional wear and tear requires elevator #8 to be refurbished once elevator #6 is back in operation. He advised the elevator is being maintained by Kone the elevator maintenance company for the Airport and Kone has provided the Airport with proposal to eliminate the piston system and convert the elevator to an MRL cable system under State Contract pricing once Elevator No. 6 is back in service. This purchase is 100% airport funded through CPN 2012.

Dr. Greenberg moved to authorize the issuance of a Purchase Order for the purchase and installation of a new MRL elevator replacement for Elevator No. 8 in the amount of \$239,500. The motion was adopted unanimously.

10.7 Amendment No. 3: General Services Administration, Transportation Security Office

Mr. Zonsius recommended authorization to approve Amendment No. 3 to Contract 20-1059 (TL00305). He advised this Amendment will add an additional clause: “FAR 52.204025 PROHIBITION ON CONTRACTING FOR CERTAIN TELECOMMUNICATIONS AND VIDEO SUREVEILLANCE SERVICES OR EQUIPMENT”

Mr. Nardacci moved to authorize Amendment No. 3 to Contract 20-1059 (TL00305) which will add an additional clause: “FAR 52.204025 PROHIBITION ON CONTRACTING FOR CERTAIN TELECOMMUNICATIONS AND VIDEO SUREVEILLANCE SERVICES OR EQUIPMENT.” The motion was adopted unanimously.

- 11. Authorization of Change Orders - None**
- 12. Authorization of Federal and State Grants - None**
- 13. Informational Only - None**

Old Business: None

New Business: None

Executive Session - Attorney-Client Privilege Matters –

ES-1 – Personnel Matter

Moved to go into Executive Session at 11:05 a.m. No action taken on Executive Session Item.

Moved to go back into regular session 11:40 a.m. The motion was adopted unanimously.

There being no further business, the meeting was adjourned at 12:30 p.m.



ALBANY COUNTY AIRPORT AUTHORITY

REGULAR MEETING

AGENDA

May 2, 2022

General:

- 1. Chairman's Remarks**
- 2. Approval of Minutes
Regular Meeting – March 24, 2022**
- 3. Communications and Report of Chief Executive Officer**

Reports:

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

Action Items:

- 10. Authorization of Contracts/Leases/Contract Negotiations/Contract Amendments**
 - 10.1 Approval of Modification and Extension Management Operating Agreement for Fixed Base of Operations and Fuel Farm with REW Investments, Inc., d/b/a Million Air – Albany.**
 - 10.2 Parking Lot C Rehabilitation (Contract #S-22-1119-GC)**



- 10.3 Negotiations: Contract No. S-22-1114 Design Services for Air Cargo Pavement Rehabilitation with Passero Associates**
- 10.4 Construction Contract: Authorization to Award Construction Contract 22-1109-FP - Hangar 1 Sprinkler**
- 10.5 Construction Contract: Authorization to Award Construction Contract 21-1100-GC for Runway 10-28 and Taxiway C Rehabilitation to Callanan Industries Inc.**
- 10.6 Main Terminal Elevator #8 Replacement (Purchase Order)**
- 10.7 Amendment No. 3: General Services Administration, Transportation Security Office**

11. Authorization of Change Orders - None

12. Authorization of Federal and State Grants - None

13. Informational Only - None

Old Business:

New Business:

Executive Session - Attorney-Client Privilege Matters:

AGENDA ITEM NO. 3

Communications and Report of Chief Executive Officer



MEMO: June 6, 2022

TO: Albany County Airport Authority Board Members

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

- **Operations, Enplanements and Finances**
- **Proposed New Expansion Projects/Grant Update**
- **Collaborations & Partnerships Update**

AGENDA ITEM NO. 4

Financials



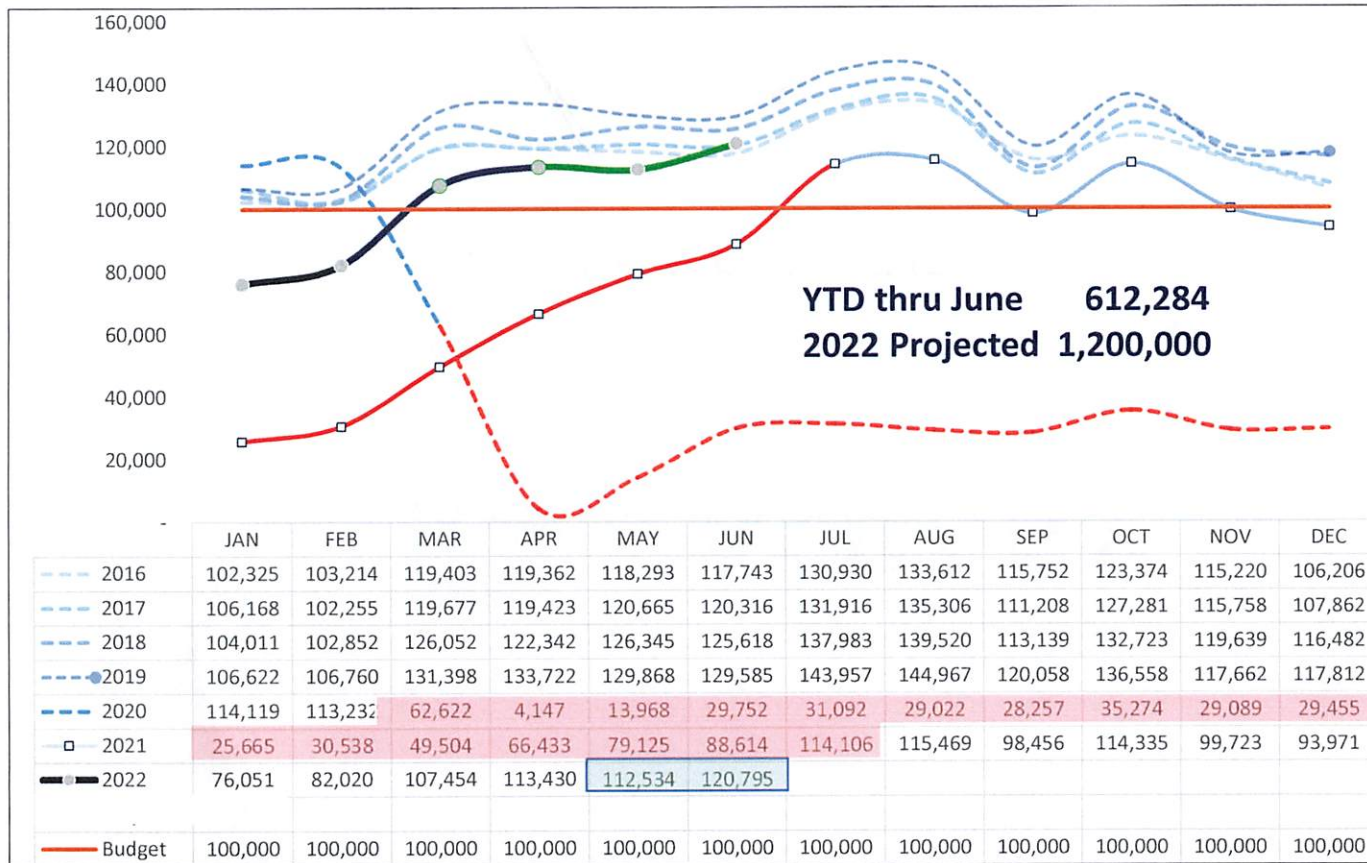
ALBANY
INTERNATIONAL AIRPORT

APRIL FINANCIAL REPORT

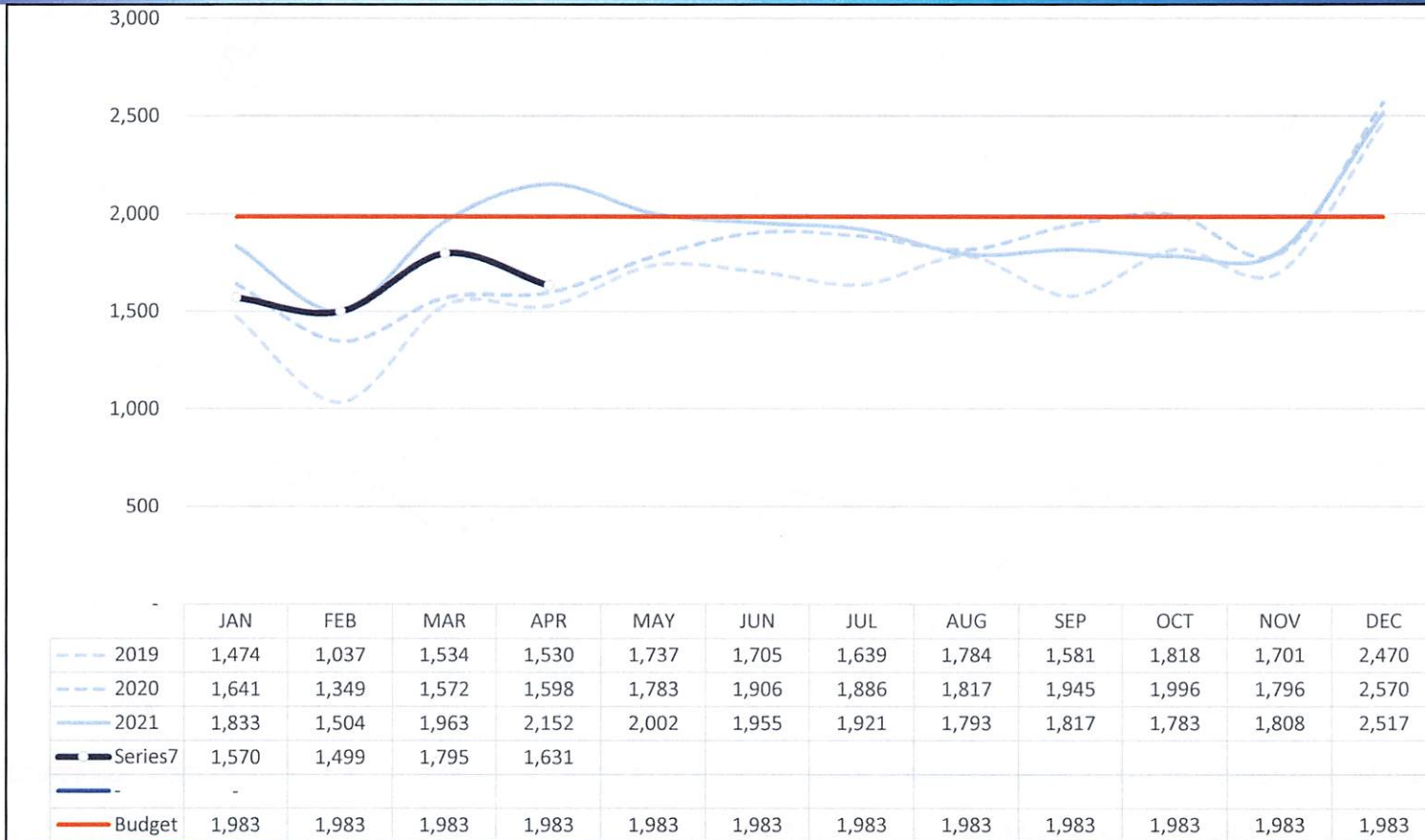
June 6, 2022



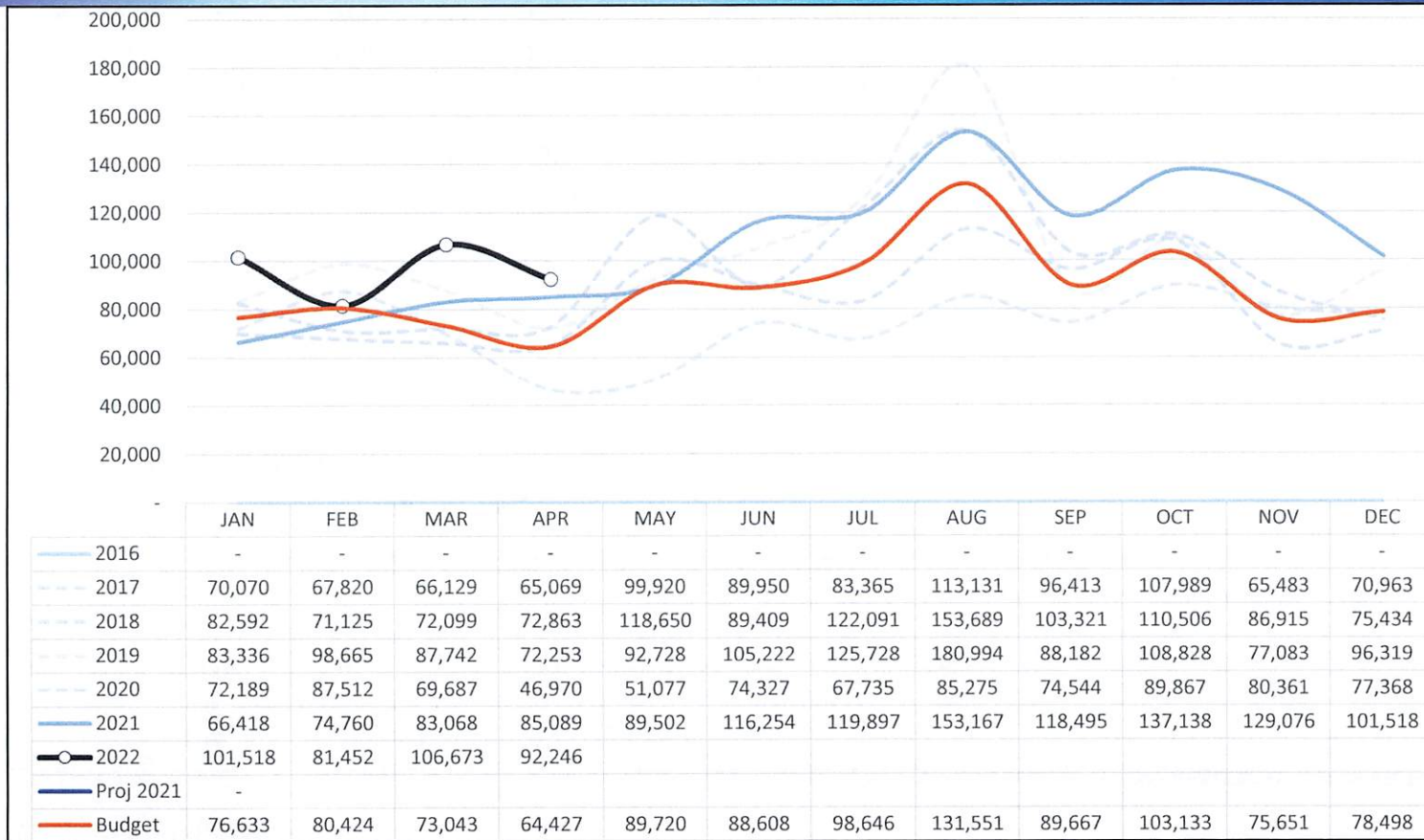
Monthly Enplanements



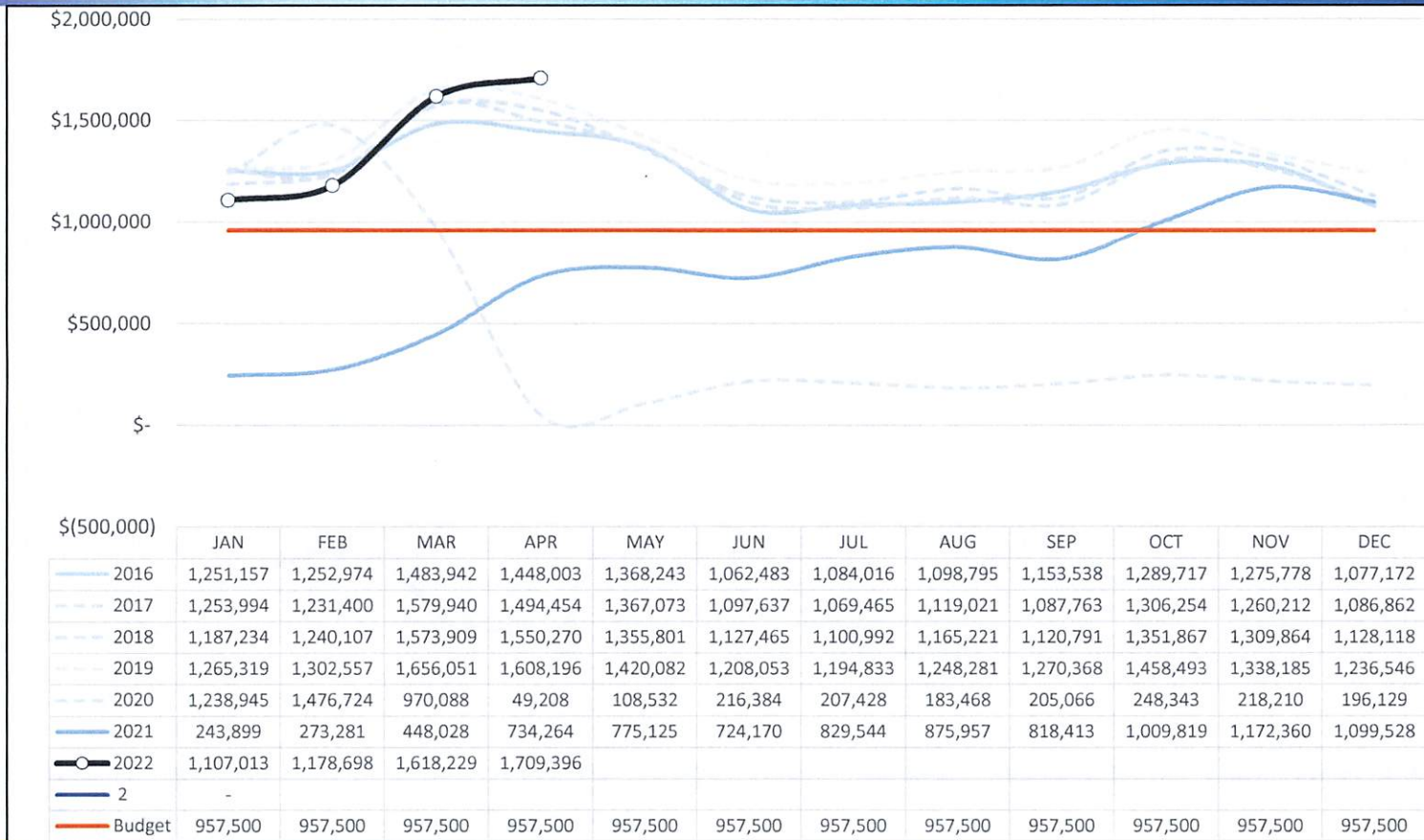
Monthly Cargo (tons)



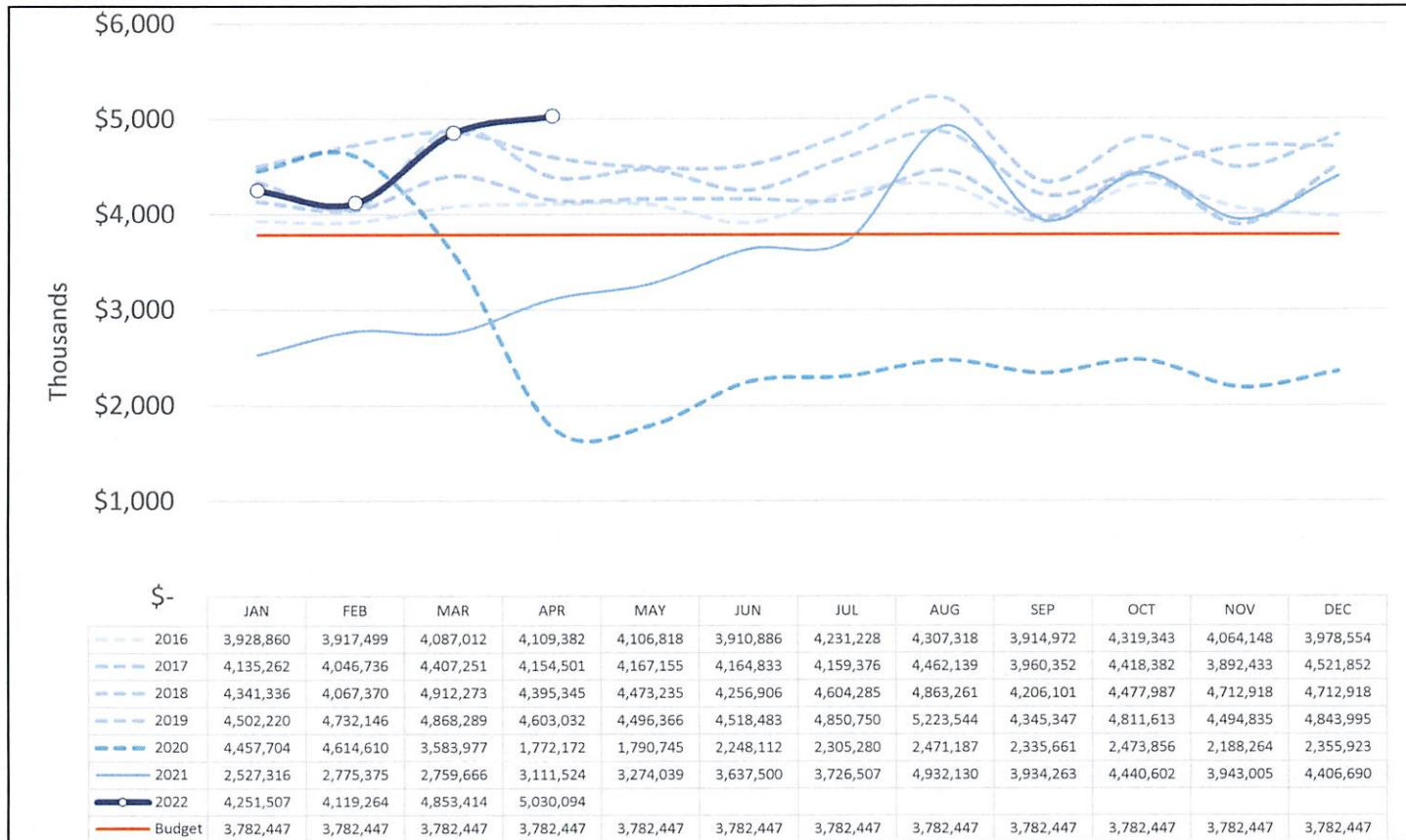
Monthly Jet A FBO only (gallons) – Highest April JETA Fuel Gallons Sold



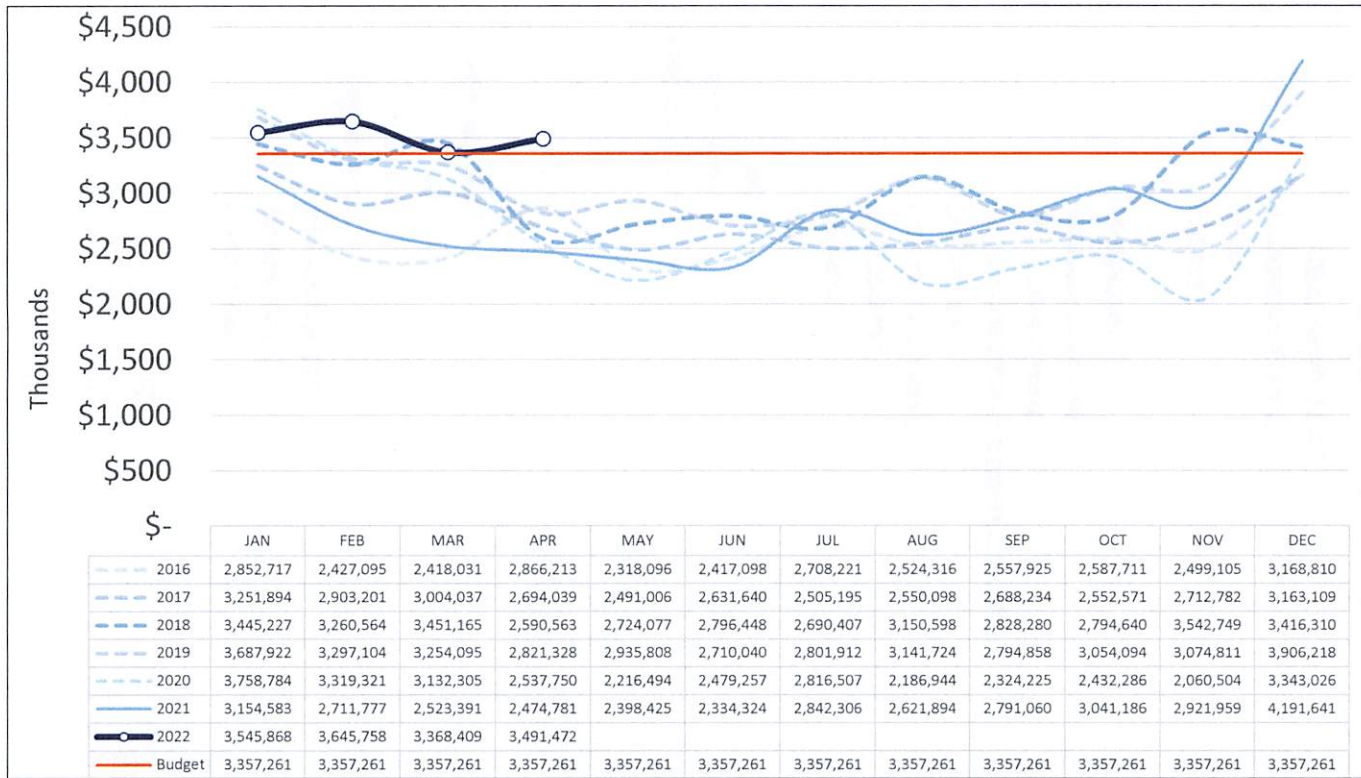
Parking Revenues



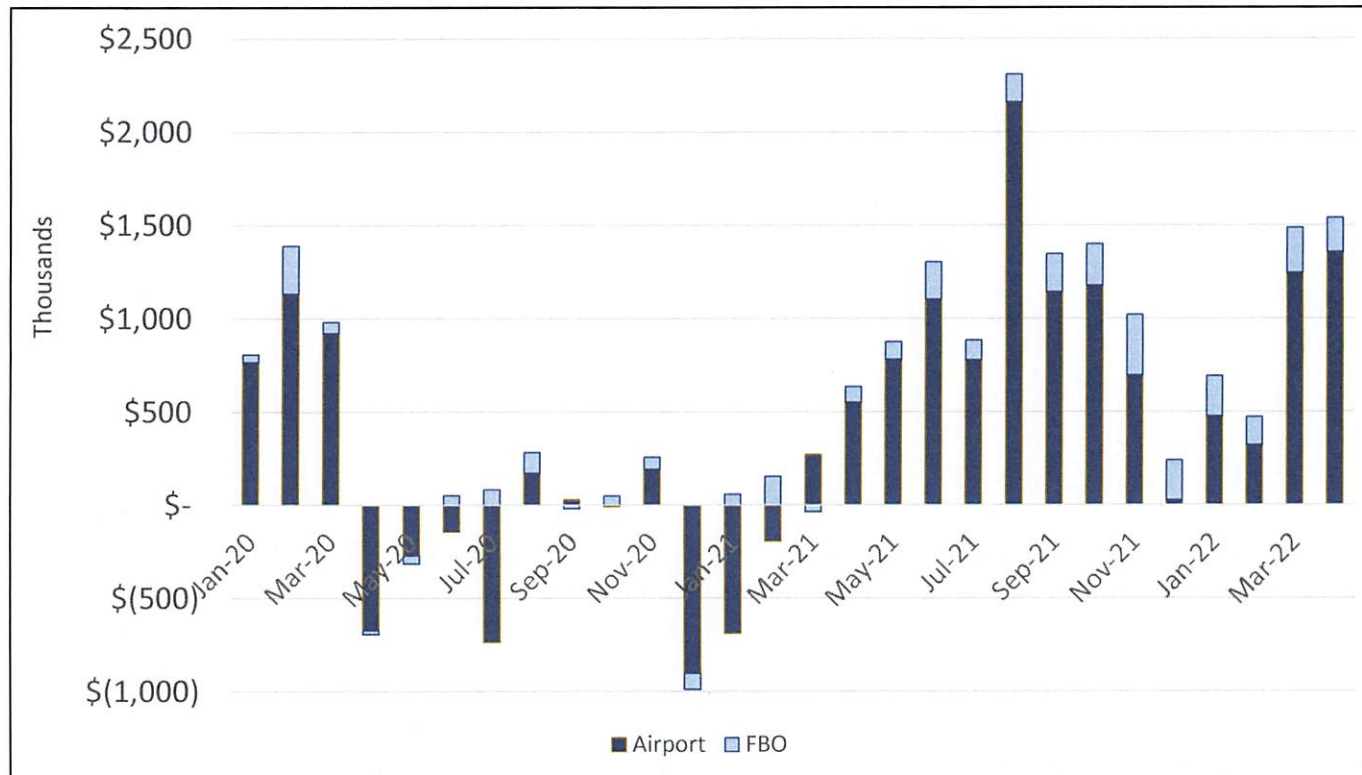
Operating Revenue (including FBO)



Operating Expense (including FBO)



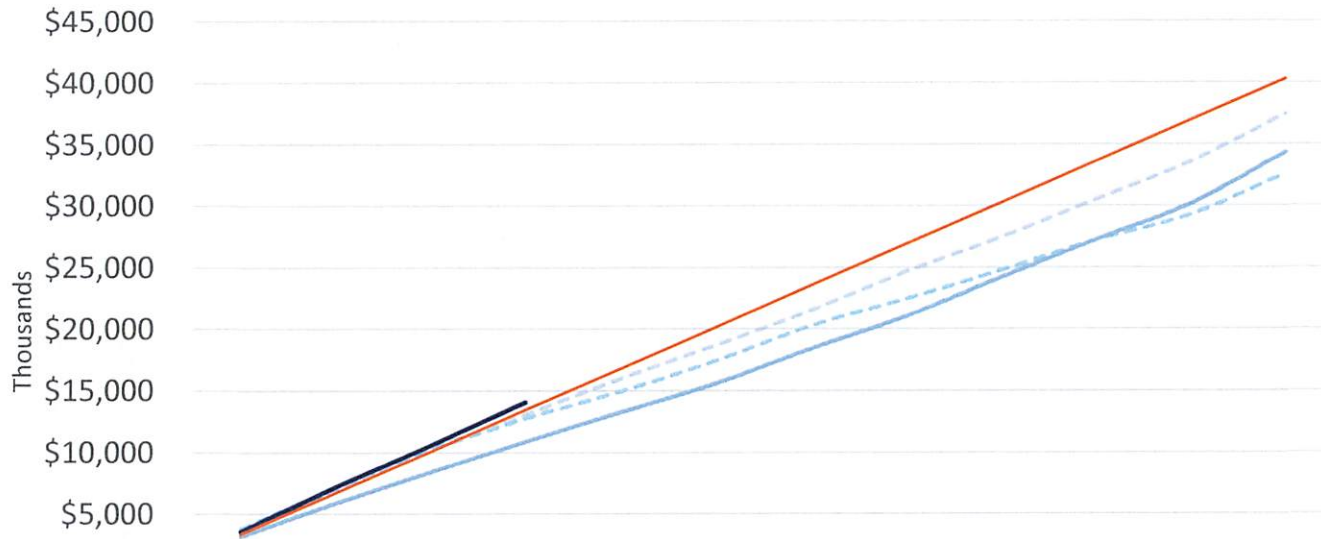
Operating Net Profit, Airport and FBO



YTD Operating Revenue (excluding CARES) vs. YTD Budget (including FBO)



YTD Operating Expense vs. YTD Budget (including FBO)



	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
2019	3,687,922	6,985,026	10,239,121	13,060,449	15,996,257	18,706,297	21,508,209	24,649,933	27,444,791	30,498,885	33,573,696	37,479,914
2020	3,758,784	7,078,105	10,210,410	12,748,160	14,964,654	17,443,911	20,260,418	22,447,362	24,771,587	27,203,873	29,264,377	32,607,403
2021	3,154,583	5,866,360	8,389,751	10,864,532	13,262,957	15,597,281	18,394,464	21,016,358	24,184,241	27,225,426	30,147,389	34,339,030
2022	3,545,868	7,191,623	10,560,033	14,051,498								
Budget	3,357,261	6,714,522	10,071,783	13,429,044	16,786,305	20,143,566	23,500,827	26,858,088	30,215,349	33,572,610	36,929,871	40,287,132

Cash and Cash Equivalents - Operating



	2021	2022
Unrestricted	\$16,996,059	\$23,348,737
Restricted – Capital	16,574,010	18,250,741
Restricted - Reserves & Debt Service	17,946,123	18,051,226
	<u>\$51,516,192</u>	<u>\$59,650,704</u>

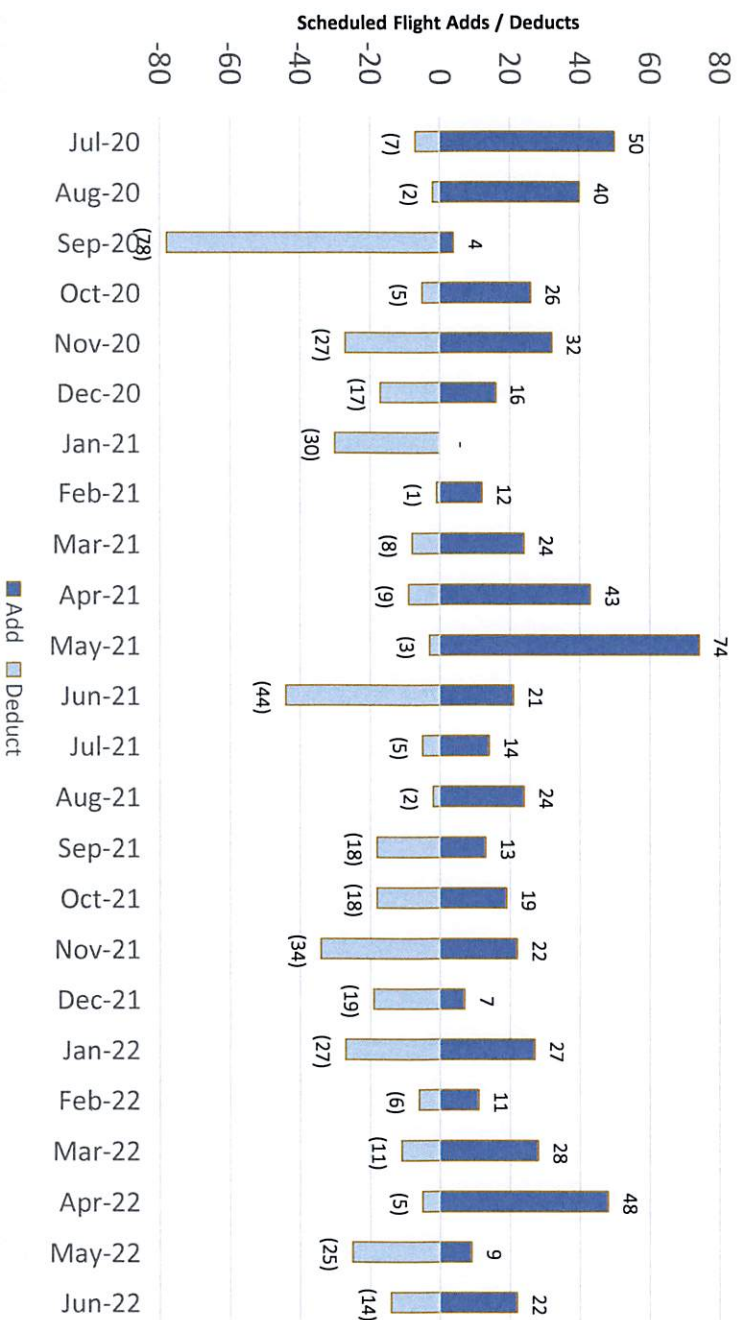
Monthly Scheduled Passenger Airline Service



	Airlines	Non-Stop Destination Airports	Non-Stop Destination Cities	Non-Stop Scheduled Flights	Average Flights per Day	Monthly Seats Available	Monthly Landed Weight
Jan20	7	17	13	1,391	44.9	141,803	147,829K
Jan21	7	15	11	622	20.6	56,129	58,693K
Apr21	7	14	11	841	28.0	79,363	79,959K
May21	7	17	14	1,097	35.4	106,783	108,429K
Jun21	7	19	14	991	33.0	97,420	96,960K
Jul21	7	19	14	1,100	35.5	114,081	111,304K
Aug21	7	19	15	1,165	37.9	123,051	125,165K
Sep21	7	17	13	1,129	37.6	120,713	116,139K
Oct21	7	18	13	1,182	38.1	125,324	115,091K
Nov21	7	17	12	1,120	37.3	118,803	112,293K
Dec21	7	17	12	1,096	35.4	114,381	111,014K
Jan22	7	18	13	1,066	34.4	111,340	107,377K
Feb22	7	19	13	999	35.7	105,195	99,654K
Mar22	7	18	12	1,175	37.9	121,434	116,508K
Apr22	7	19	13	1,275	42.5	130,529	125,315K



Weekly Scheduled Flight Adds and Deducts – June 2022



Beginning of Month 292

Weekly Flights Added

- EWR 13
- MYS 2
- RDU 2
- Others 5
- 22

Weekly Flights Reduced

- BWI 8
- PHL 4
- MCO 2
- Others -
- 14

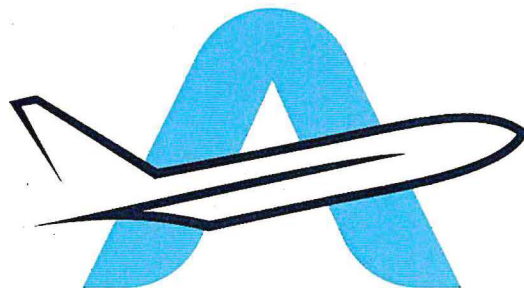
End of Month 300



Thank You



2



ALBANY

INTERNATIONAL AIRPORT

Monthly Financial Report

April 2022

(dated May 23, 2022)

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May 23, 2022

ACAA Members
Philip F. Calderone, Esq.

INTRODUCTION

Enplanement, Cargo and Operations continue to trend positively from the prior year, as shown below:

	2022 Current Year versus			
	2022	2021	2021	2021
	Month	Month	YTD	Prev.
	<u>Budget</u>	<u>Actual</u>		<u>12 Mo.</u>
Enplanements	7.5%	117.1%	149.3%	70.4%
Cargo	(9.5)	(8.5)	(8.2)	0.1
Operations	2.5	26.6	27.4	23.8

	Month	
	Apr21	Apr22
Destination Airports	14	19
Scheduled Monthly Flight	841	1,275
Average Daily Flights	28.0	42.5
Pax Lift (Pax Seats)	79,363	130,529
Enplanements	66,435	113,430

FINANCIAL INFORMATION

Cash Position – Unrestricted (Operating)

The Airport continues to maintain a strong cash position. The Statements of Net Position provided on Page 4 reports unrestricted cash of \$23,348,737 and equates to approximately 8.88 months of operating reserves (Notes to Financial Statements #2, Page 8), this is a nominal change from the prior month.

Cash Position – Restricted

Restricted cash available for capital purposes is as follows:

Projects	\$ 7,803,256
Projects – PFC	9,094,272
Projects – Other	<u>1,353,213</u>
	\$18,250,741

Accounts Receivable

The Accounts Receivable balance is approximately 11.8 of average day total operating revenues.

Equity – YTD Earnings

The Summary of Revenues, Expenses and Net results is provided on Page 5. The Airport recorded a change in net position for the month and year-to-date shown as follows:

	Month	YTD
Airport Operating	\$ 1,355,638	\$ 3,233,510
FBO Profit	<u>182,984</u>	<u>929,453</u>
	1,538,622	4,162,963
Other Rev/Exp (d.ser.)	(483,137)	(1,940,309)
Capital Contributions	-	77,722
Airline Incnt. Payts.	(<u>22,636</u>)	(<u>81,688</u>)
	<u>(505,773)</u>	<u>(1,944,275)</u>
	\$1,032,849	\$2,218,688*

*Please note, depreciation is not recorded on the monthly financial statements.

Operating Revenues

Airline and Non-Airline Revenue are as follows:

	Month 2021	Month 2022
Airline Revenue	\$928,003	\$1,102,364
Non-Airline Revenue		
Airfield	-	3,608
Terminal	206,740	313,135
Ground Transportation	1,050,583	2,100,698
Other Airport	362,389	418,629
Non-Airline Revenue	<u>1,619,712</u>	<u>2,836,070</u>
	\$2,547,715	\$3,938,433

Airport Operating Expenses

Monthly operating expenses were approximately \$2,582K and \$1,996K for 2022 and 2021, respectively. YTD operating expenses were \$10,734K and \$8,524K for 2022 and 2021, respectively.

AIRPORT OPERATING BUDGET

Monthly airport operating revenues were favorable by approximately \$968K, due in large part to the increase parking revenues. Monthly airport operating expenses compared to budget were favorable by approximately \$61K.

YTD airport operating revenues were favorable by approximately \$2,090K. YTD airport operating expense were unfavorable by approximately \$162K.

Please see Budget vs. Actual High/Low by Category Reports, pages 10 – 12, for further details. High/Low by Category Report may not reconcile with the Summary of Revenues, Expenses and Net Results as some accounts need to be reflected in former.

MILLION AIR FBO OPERATIONS

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

	2022 Current Year versus			
	2022 Budget	2021 Month	2021 YTD	2021 Prev. 12 Mo.
JetA (gals)	5.4%	8.4%	23.2%	38.1%
AvGas (gals)	(1.3)	1.7	22.2	(11.7)

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

The FBO had operating profits of \$241,447 and \$746,469, for the month and year-to-date, respectively, both favorable as compared to the budget.

Monthly FBO operating revenues were favorable by approximately \$278K, due in large part to JetA fuel sales. Monthly FBO COGS (cost of goods sold) compared to budget were unfavorable by approximately \$92K. Monthly FBO operating expenses compared to budget were unfavorable by approximately \$103K.

YTD FBO operating revenues were favorable by approximately \$994K, due in large part to JetA fuel sales. YTD FBO COGS (cost of goods sold) compared to budget were unfavorable by approximately \$244K. YTD FBO operating expenses compared to budget were unfavorable by approximately \$218K.

PASSENGER AIRLINE SCHEDULES

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

		Begin	+	-	End
Jun20	(week #26)	98	12	(185)	140
July20	(week #30)	140	50	(7)	183
Aug20	(week #34)	183	40	(2)	221
Sep20	(week #39)	221	4	(78)	147
Oct20	(week #44)	147	26	(5)	168
Nov20	(week #49)	168	32	(27)	173
Dec20	(week #53)	173	16	(17)	172
Jan21	(week #21-03)	172	-	(30)	142
Feb21	(week #21-08)	131	12	(1)	142
Mar21	(week #21-12)	142	24	(8)	158
Apr21	(week #21-16)	158	43	(9)	192
May21	(week #21-21)	192	74	(3)	263
Jun21	(week #21-25)	263	21	(44)	240
Jul21	(week #21-29)	240	14	(5)	249
Aug21	(week #21-34)	249	24	(2)	271
Sep21	(week #21-38)	271	13	(18)	266
Oct21	(week #21-42)	266	19	(18)	267
Nov21	(week#21-46)	267	22	(34)	255
Dec21	(week#21-50)	255	7	(19)	243
Jan22	(week#22-04)	243	27	(27)	243
Feb22	(week#22-08)	243	11	(6)	248
Mar22	(week#22-13)	248	28	(11)	265
Apr22	(week#22-17)	265	48	(5)	308
May22	(week#22-21)	308	9	(25)	292
Jun22	(week#22-26)	288	22	(14)	300

PROJECTIONS

2022 and 2023 enplanement projections are as follows:

	2022	2023
Jan 2022	1,200,000	1,400,000
Feb2022	1,200,000	1,400,000
Mar 2022	1,200,000	1,400,000
Apr 2022	1,200,000	1,400,000
May 2022		
Jun 2022		
Jul 2022		
Aug 2022		
Sep 2022		
Oct 2022		
Nov 2022		
Dec 2022		

BOND RATINGS

Apr21	Moody's	A3	Stable
Mar20	S&P Global Ratings	A-	Negative
Apr21	S&P Global Ratings	A-	Stable
	Fitch	Not Rated	

FULL TIME FILLED POSITIONS

Workforce consists of the following Full-Time Filled positions :

AvPORTS	128
Millionaire	23
ACAA	<u>20</u>
	171

	<u>Begin</u>	<u>+</u>	<u>-</u>	<u>End</u>
Mar 2022	173	2	(5)	170
Apr 2022	170	3	(2)	171

COMPARISON WITH NATIONAL

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

Enplanements

	<u>Month YOY%</u>		<u>YTD YOY%</u>		<u>12YE YOY%</u>	
	<u>NAM</u>	<u>ALB</u>	<u>NAM</u>	<u>ALB</u>	<u>NAM</u>	<u>ALB</u>
Mar21	7.4	(20.9)	(45.8)	(63.5)	(66.5)	(77.1)
Apr21	*	*	(20.6)	(41.5)	(58.0)	(70.2)
May21	*	*	5.2	(18.4)	(47.7)	(62.0)
Jun21	*	*	27.6	0.6	(36.0)	(53.3)
Jul21	*	*	44.7	23.1	(22.3)	(39.9)
Aug21	*	*	55.2	43.1	(7.5)	(22.3)
Sep21	*	*	61.2	56.7	6.8	(4.6)
Oct21	*	*	66.2	69.5	25.2	20.6
Nov21	*	*	71.4	79.8	46.9	49.8
Dec21	*	*	75.1	87.7	75.1	87.7
Jan22	90.6	188.4	90.6	188.4	104.6	137.3
Feb22		168.6		177.6		208.4
Mar22		117.1		149.3		237.6
Apr22		70.7		119.0		196.6

* Percentage reflects a meaningless amount due to the reduced number of enplanements in April 2020.

Cargo

	<u>NAM</u>	<u>ALB</u>	<u>NAM</u>	<u>ALB</u>	<u>NAM</u>	<u>ALB</u>
Mar21	16.2	24.9	12.6	16.2	10.1	10.1
Apr21*	16.2	34.7	13.5	21.0	11.1	12.4
May21	5.2	12.3	11.7	19.0	11.5	13.2
Jun21	2.3	2.6	9.7	15.9	10.5	12.4
Jul21	(0.8)	1.9	8.2	13.6	9.5	11.2
Aug21	4.4	(1.3)	7.5	11.6	9.4	10.9
Sep21	3.8	(6.6)	7.1	9.3	8.4	8.5
Oct21	(0.5)	(10.6)	6.4	7.0	7.6	6.6
Nov21	4.1	0.7	6.6	6.5	7.5	6.2
Dec21	0.4	(2.1)	5.8	5.5	5.8	5.5
Jan22	(7.30)	(14.3)	(7.3)	(14.3)	4.1	3.3
Feb22		(0.3)		(8.0)		2.6
Mar22		(8.5)		(8.2)		0.1
Apr22		(24.2)		(12.8)		(4.6)

* adjusted

April 2022 Monthly Financial Report

**Albany County Airport Authority
Statements of Net Position**

	Unaudited April 30, 2021	Unaudited April 30, 2022
<u>ASSETS</u>		
CURRENT ASSETS		
Unrestricted Assets		
Cash and cash equivalents	\$16,996,059	\$23,348,737
Accounts receivable - net	92,785	1,631,879
Lease receivable	--	2,683,477
Prepaid Expenses	389,076	1,044,585
Total Unrestricted Assets	17,477,920	28,708,678
Restricted Assets		
Operating and Renewal Reserves	7,104,682	7,287,391
CFC Funds	449,239	449,786
Capital Funds	6,290,322	7,803,256
PFC Funds	8,932,122	9,094,272
Revenue Bond Funds	10,841,441	10,763,835
FAA Restricted Funds	203,700	203,948
Concession Improvement Funds	698,627	699,479
Total Restricted Assets	34,520,133	36,301,967
Total Current Assets	51,998,053	65,010,645
NON-CURRENT ASSETS		
Capital Assets	283,499,296	277,314,268
Lease Receivable	--	20,212,167
Prepaid Expenses	225,103	209,668
Total Non-Current Assets	283,724,399	297,736,103
Total Assets	335,722,452	362,746,748
<u>DEFERRED OUTFLOWS OF RESOURCES</u>		
Refunding	1,802,374	1,344,959
OPEB Expenses	504,922	391,588
Pension Expenses	1,046,330	1,136,675
Total Deferred Outflows of Resources	3,353,626	2,873,222
TOTAL ASSETS AND DEFERRED OUTFLOWS	339,076,078	365,619,970
<u>LIABILITIES AND NET ASSETS</u>		
CURRENT LIABILITIES		
Payable from Unrestricted Assets	1,746,737	5,487,990
Payable from Restricted Assets	10,059,121	11,268,546
Total Current Liabilities	11,805,858	16,756,536
NON-CURRENT LIABILITIES		
Bonds and other debt obligations	77,033,440	68,233,168
Net OPEB liability	5,802,489	5,750,339
Net pension liability - proportionate share	1,191,318	102,715
Total Non-Current Liabilities	84,027,247	74,086,222
Total Liabilities	95,833,105	90,842,758
<u>DEFERRED INFLOWS OF RESOURCES</u>		
Concession Improvement Funds	654,394	726,295
OPEB expenses	1,552,848	1,156,601
Pension expenses	44,658	1,093,887
Leases	--	22,400,114
Total Deferred Inflows of Resources	2,251,900	25,376,897
<u>NET POSITION</u>		
Invested in Capital Assets, net of Related Debt	205,183,310	208,547,587
Restricted	26,847,305	26,212,415
Unrestricted	8,960,458	14,640,313
Net Position	240,991,073	249,400,315
TOTAL LIABILITIES, DEFERRED INFLOWS AND NET POSITION	339,076,078	365,619,970

Albany County Airport Authority
2022 Summary of Revenues, Expenses and Net Results
For the four months ended April 30, 2022

	Current Month			Year to Date		
	2022 Budget	2021 Actual	2022 Actual	2022 Budget	2021 Actual	2022 Actual
AIRPORT						
OPERATING REVENUES						
Airline	\$ 920,213	\$ 928,003	\$ 1,102,364	\$ 3,680,850	\$ 3,617,641	\$ 4,271,126
Non-Airline	2,049,287	1,619,712	2,836,070	8,197,147	4,966,375	9,697,113
Total Revenues	2,969,500	2,547,715	3,938,434	11,877,997	8,584,016	13,968,239
OPERATING EXPENSES						
Personal Services	872,063	776,927	824,997	3,488,251	2,926,407	3,509,910
Employee Benefits	476,893	392,383	468,960	1,907,572	1,616,556	1,770,739
Utilities & Communications	165,058	137,593	208,272	660,230	747,980	1,072,862
Purchased Services	458,162	352,081	489,222	1,832,646	1,744,331	1,699,834
Material & Supplies	423,350	261,677	400,497	1,693,398	1,102,014	2,006,186
Office	61,460	37,037	69,374	245,838	212,341	274,131
Administration	64,765	38,244	80,747	259,060	162,442	313,207
Non-Capital Equipment	121,583	0	40,727	486,333	12,641	87,860
Total Expenses	2,643,334	1,995,942	2,582,796	10,573,328	8,524,712	10,734,729
AIRPORT OPERATING RESULTS	326,166	551,773	1,355,638	1,304,669	59,304	3,233,510
FBO OPERATING RESULTS	99,020	84,970	182,984	396,080	282,528	929,453
TOTAL OPERATING RESULTS	425,186	636,743	1,538,622	1,700,749	341,832	4,162,963
OTHER REVENUES (EXPENSES)						
Interest Earnings	52,408	4,823	6,414	209,631	28,347	17,895
Passenger Facility Charges	303,367	303,214	303,367	1,213,468	1,212,856	1,213,468
ACAA Debt Service	(835,018)	(844,235)	(835,018)	(3,340,072)	(3,376,940)	(3,340,072)
Insurance Recoveries	-	-	-	-	37,171	-
Grant Income	435,716	525,457	11,400	1,742,852	2,369,498	45,600
Improvement Charges	30,700	30,700	30,700	122,800	122,800	122,800
Total Other Revenues(Expenses)	(12,827)	19,959	(483,137)	(51,321)	393,732	(1,940,309)
INCOME/(LOSS) BEFORE CAPITAL CONTRIBUTIONS	412,359	656,702	1,055,485	1,649,428	735,564	2,222,654
AIRLINE INCENTIVES	(33,333)	(20,088)	(22,636)	(133,332)	(80,352)	(81,688)
CAPITAL CONTRIBUTIONS	-	9,192	-	-	53,732	77,722
INCREASE (DECREASE) IN NET POSITION	\$ 379,026	\$ 645,806	\$ 1,032,849	\$ 1,516,096	708,944	2,218,688
NET POSITION, BEGINNING OF PERIOD					240,282,129	247,181,627
NET POSITION, END OF PERIOD					\$ 240,991,073	\$ 249,400,315
RECONCIATION TO AIRLINE FUNDS REMAINING:						
NET RESULTS BEFORE RESERVES	412,359	656,702	1,055,485	1,649,428	735,564	2,222,654
Less: Capital Improvements	(275,000)	(275,000)	(275,000)	(1,100,000)	(1,100,000)	(1,100,000)
Less: Reserve Requirements	(43,789)	(10,473)	(43,789)	(175,156)	(41,892)	(175,156)
NET RESULTS	93,570	371,229	736,696	374,272	(406,328)	947,498
Revenue Sharing:						
Transfer to/from Airlines (50%)	46,785	185,615	368,348	187,136	(203,164)	473,749
Authority Share (50%)	46,785	185,615	368,348	187,136	(203,164)	473,749
Less: Airline Incentives	(33,333)	(20,088)	(22,636)	(133,332)	(80,352)	(81,688)
Net Authority Share	\$ 13,452	\$ 165,527	\$ 345,712	\$ 53,804	\$ (283,516)	\$ 392,061

Albany County Airport Authority
Operating Revenues
For the four months ended April 30, 2022

	Current Month			Year to Date		
	2022 Budget	2021 Actual	2022 Actual	2022 Budget	2021 Actual	2022 Actual
AIRLINE REVENUES						
COMMERCIAL						
Landing Fees-Signatory	\$ 414,865	\$ 293,109	\$ 447,320	\$ 1,659,459	\$ 971,463	\$ 1,544,310
Landing Fees-Non Signatory	4,440	0	0	17,760	12,860	0
Airline Apron Fees	65,328	66,296	65,412	261,312	265,185	261,649
Glycol Disposal Fee	25,120	4,729	15,297	100,479	161,216	172,741
CARGO						
Landing Fees-Signatory	0	63,505	48,748	0	225,013	187,462
Landing Fees-Non Signatory	0	8,842	3,693	0	15,818	13,894
TERMINAL						
Loading Bridges	48,040	44,841	48,040	192,159	179,364	192,160
Space Rental	361,670	446,680	473,853	1,446,681	1,786,722	1,895,412
Non-Signatory Per Turn Fee	750	0	0	3,000	0	3,498
TOTAL AIRLINE REVENUES	920,213	928,003	1,102,364	3,680,850	3,617,641	4,271,126
NON-AIRLINE REVENUES						
AIRFIELD						
Tenant Maintenance	2,500	0	3,608	10,000	14,081	45,853
Total Airfield	2,500	0	3,608	10,000	14,081	45,853
TERMINAL						
Utility Reimbursement	2,000	1,591	2,766	8,000	7,425	10,340
Tenant Maintenance	1,713	0	0	6,853	0	0
Space Rent - Non Airline	60,682	68,539	69,634	242,729	264,978	278,901
Food & Beverage	65,000	48,034	102,496	260,000	128,954	337,433
Retail	62,000	59,270	85,884	248,000	144,058	257,483
Advertising	12,500	7,804	9,050	50,000	89,233	37,157
ATM	1,450	2,671	1,702	5,800	10,561	3,870
Operating Permits	21,150	16,980	38,470	84,600	64,717	76,025
Vending Machines	3,000	1,300	2,151	12,000	4,546	7,250
Baggage Cart Rentals	1,100	551	982	4,400	1,664	3,946
Total Terminal	230,595	206,740	313,135	922,382	716,136	1,012,405
GROUND TRANSPORTATION						
Parking	960,898	734,764	1,709,396	3,843,590	1,701,051	5,616,006
Rental Cars	399,500	288,451	362,214	1,598,000	828,405	1,154,873
Access Fees	16,597	11,350	13,704	66,388	39,700	71,664
TNCs	14,583	7,829	6,939	58,333	25,688	59,705
Garage Space Rent	8,376	8,190	8,445	33,505	33,132	33,781
Total Ground Transportation	1,399,954	1,050,583	2,100,698	5,599,816	2,627,976	6,936,029
OTHER AIRPORT						
Telephone System - Tenants	3,801	0	4,454	15,204	4,265	17,895
Building Rental	9,586	7,347	11,367	38,344	29,380	45,456
Control Tower Rental	67,983	55,481	55,481	271,934	221,925	221,925
Air Cargo Facility	36,110	5,327	39,701	144,439	126,785	159,419
State Executive Hangar	103,924	103,924	103,924	415,694	415,694	415,694
T Hangars	10,102	9,754	10,973	40,410	39,016	45,017
Tie Downs	241	245	248	964	978	993
AV Gas Fuel Sales	4,213	3,625	0	16,852	13,432	140
Industrial Park	50,061	47,330	48,422	200,243	191,485	191,221
Land Rental	36,576	27,434	48,378	146,304	110,074	191,845
Eclipse Hangar	25,141	25,141	25,141	100,565	100,565	100,565
Hangar Rental	42,656	48,052	46,275	170,623	192,208	185,099
Internet and Cable Access	552	885	775	2,207	2,540	2,100
Fingerprinting	2,000	2,436	3,000	8,000	8,402	11,429
Tenant Maintenance	83	0	0	333	0	0
Purchasing Proposals	83	0	0	333	0	0
Ebay/Scrap/Equipment Sales	417	0	13	1,667	1,095	1,278
Utility Reimbursement	13,000	13,701	17,626	52,000	73,668	90,492
Reimb of Property Taxes	3,042	0	0	12,167	14,016	14,339
Other	6,667	11,707	2,851	26,667	62,652	7,918
Total Other Airport	416,237	362,389	418,629	1,664,949	1,608,181	1,702,826
TOTAL NON AIRLINE REVENUES	2,049,287	1,619,712	2,836,070	8,197,147	4,966,375	9,697,113
TOTAL REVENUES	\$ 2,969,459	\$ 2,547,715	\$ 3,938,434	\$ 11,877,997	\$ 8,584,016	\$ 13,968,239

April 2022 Monthly Financial Report

Albany County Airport Authority
FBO Results
For the four months ended April 30, 2022

	Current Month			Year to Date		
	2022 Budget	2021 Actual	2022 Actual	2022 Budget	2021 Actual	2022 Actual
OPERATING REVENUES						
Retail Fuel						
Jet A Fuel Sales	\$ 437,500	\$ 382,467	\$ 710,521	\$ 1,750,000	\$ 1,378,024	\$ 2,089,413
AvGas Fuel Sales	21,315	21,836	28,512	85,260	60,905	92,064
Commercial AvGas Fuel Sales	1,750	1,829	2,171	7,000	5,853	7,383
Auto & Diesel Fuel Sales	18,333	11,772	17,744	73,333	75,047	115,717
Retail Fuel Sales	478,898	417,905	758,948	1,915,593	1,519,829	2,304,576
Into Plane Fees	42,855	33,945	63,435	171,420	114,820	222,565
Fuel Farm Fees	60,075	27,768	69,061	240,300	103,529	265,564
General Aviation Landing Fees	18,750	17,773	24,821	75,000	62,379	89,357
Aircraft Parking Fees	14,167	11,368	36,327	56,667	44,034	147,476
Deicing Services	152,785	21,821	107,572	611,141	605,736	1,053,009
FBO Properties	37,500	27,324	29,413	150,000	108,764	125,409
FBO Services	7,917	5,905	2,084	31,667	30,776	38,265
TOTAL REVENUES	812,947	563,809	1,091,660	3,251,787	2,589,866	4,246,221
COST OF SALES						
Fuel Costs - Jet A	261,675	191,425	425,290	1,046,700	688,128	1,063,975
Fuel Discounts - Jet A	28,333	21,186	19,443	113,333	88,266	87,897
Fuel Costs - AvGas	14,790	15,556	23,007	59,160	39,727	67,325
Fuel Discounts - AvGas	370	288	589	1,478	1,165	2,173
Fuel Costs - Commercial AvGas	1,417	1,514	1,669	5,667	4,792	5,777
Fuel Costs - Auto & Diesel	14,167	8,596	12,882	56,667	55,464	86,567
Total Fuel Costs	320,751	238,564	482,880	1,283,005	877,541	1,313,714
Deicing Costs - Type I & IV	119,163	8,395	49,057	476,651	323,528	691,288
Catering, Oil & Other	375	0	0	1,500	0	0
Total Cost of Sales	440,289	246,960	531,937	1,761,156	1,201,070	2,005,002
Net Operating	372,658	316,850	559,723	1,490,631	1,388,796	2,241,219
CATEGORY						
Personal Services						
Salaries	109,762	93,378	131,598	439,048	397,361	437,876
Overtime	17,116	11,116	4,125	68,465	39,634	45,184
Total Personal Services	126,878	104,493	135,723	507,513	436,994	483,060
Employee Benefits	40,894	49,309	38,306	163,577	181,694	159,901
Utilities & Communications	6,573	6,252	9,136	26,291	34,618	48,031
Purchased Services	47,811	28,409	83,924	191,245	250,586	192,039
Materials & Supplies						
Buildings	7,842	6,271	36,517	31,369	20,837	135,158
Grounds	3,167	2,275	0	12,667	4,075	688
Vehicles	27,418	25,046	32,930	109,672	123,411	146,856
Total Materials & Supplies	38,427	33,592	69,447	153,707	148,322	282,701
Administrative Expenses	13,055	9,825	34,684	52,218	54,055	131,983
Non-Capital Equipment	0	0	5,520	0	0	14,053
TOTAL EXPENSES	273,638	231,880	376,739	1,094,552	1,106,269	1,311,767
FBO Net Direct Cost	\$ 99,020	\$ 84,970	\$ 182,984	\$ 396,080	\$ 282,528	\$ 929,453

Albany County Airport Authority

Airport Operating Revenue (does not include FBO)
YTD Budget vs. Actual High/Low by Category Report

For the 4 month period ending April 30/31, 2022

			Budget	Actual	Variance	Cumulative Variance
Revenues						
31	02051	Rental Car Concession	(1,598,000)	(1,154,873)	(443,127)	(443,127)
31	01055	Control Tower Rental	(271,934)	(221,925)	(50,009)	(493,136)
31	01010	Landing Fees - Cargo/Signatory	(1,765,000)	(1,731,773)	(33,227)	(526,363)
31	09005	Miscellaneous Income	(26,667)	(7,918)	(18,749)	(545,112)
31	03280	Fuel Sales - AV Gas	(16,852)	(140)	(16,712)	(561,824)
31	02054	Advertising	(50,000)	(37,157)	(12,843)	(574,667)
31	03300	Industrial Park	(200,243)	(191,221)	(9,022)	(583,689)
31	03014	Employee Parking	(13,590)	(4,930)	(8,660)	(592,349)
31	02062	Operating Permits	(84,600)	(76,025)	(8,575)	(600,924)
31	02056	Vending Machine Concession	(12,000)	(7,250)	(4,750)	(605,674)
31	01011	Landing Fees - Cargo/Non-Signator	(17,760)	(13,894)	(3,866)	(609,540)
31	02064	ATM Income	(5,800)	(3,870)	(1,931)	(611,471)
31	03020	Contract Taxi	(4,441)	(2,769)	(1,672)	(613,143)
31	02057	Baggage Cart Concession	(4,400)	(3,946)	(454)	(613,597)
31	09008	Ebay/Scrap/Equipment Sales	(1,667)	(1,278)	(389)	(613,985)
31	09007	Purchasing Proposals	(333)		(333)	(614,319)
31	02063	Internet & Cable Access	(2,207)	(2,100)	(107)	(614,425)
31	02012	Baggage Claim Room	(466,889)	(466,889)	0	(614,425)
31	01071	Hangar Maintenance NYS Executiv	(41,333)	(41,333)	0	(614,425)
31	02115	Payphones - Concessions	0		0	(614,425)
31	03023	Off-Airport Rental Cars	0		0	(614,425)
31	01075	Eclipse Hangar Rental	(100,565)	(100,565)	0	(614,425)
31	03012	Preferred Lot Parking	0		0	(614,425)
31	02011	Rental of Boarding Bridges	(192,159)	(192,160)	0	(614,425)
31	03200	Tie Downs	(964)	(993)	29	(614,396)
31	03017	Short & Over	0	(104)	104	(614,292)
31	03040	Garage Space Rent	(33,505)	(33,781)	276	(614,015)
31	01021	Apron Parking Fees - Commercial	(261,312)	(261,649)	337	(613,678)
31	03015	Lost Card Fees-Employees	0	(400)	400	(613,278)
31	02030	Non Signatory Per Turn Fee	(3,000)	(3,498)	498	(612,780)
31	03024	Off-Airport Parking Facilities	(51,519)	(52,332)	814	(611,966)
31	02105	Telephone - Monthly Usage	0	(837)	837	(611,129)
31	03021	Limousines	(2,411)	(3,563)	1,152	(609,977)
31	03027	TNCs	(58,333)	(59,705)	1,372	(608,605)
31	02100	Telephone - Monthly Service	(15,204)	(17,058)	1,854	(606,751)
31	03410	Reimbursement of Property Taxes	(12,167)	(14,339)	2,172	(604,579)
31	02025	Utility Reimbursement	(8,000)	(10,340)	2,340	(602,239)
31	09001	Fingerprinting	(8,000)	(11,429)	3,429	(598,810)
31	03100	T-Hangar Rentals	(40,410)	(45,017)	4,608	(594,202)
31	03022	Hotels	(8,017)	(13,000)	4,983	(589,219)
31	01060	Building Rental	(38,344)	(45,456)	7,112	(582,107)
31	02053	Retail Concession	(248,000)	(257,483)	9,483	(572,624)
31	01070	Hangar Rental - Airline	(544,984)	(559,460)	14,476	(558,148)
31	01065	NE Quad Cargo Facility	(144,439)	(159,419)	14,980	(543,168)
31	03010	Short Term Parking	(308,000)	(334,425)	26,425	(516,743)
31	02010	Airline Space Rental	(1,401,954)	(1,428,522)	26,568	(490,174)
31	03500	Tenant Maintenance	(17,186)	(45,853)	28,667	(461,508)
31	02020	Non-Airline Space Rental	(242,729)	(278,901)	36,172	(425,335)
31	03405	Utility Reimbursements	(52,000)	(90,492)	38,492	(386,844)
31	01050	Land Rental	(146,304)	(191,845)	45,541	(341,303)
31	01035	Glycol Disposal Fee	(100,479)	(172,741)	72,263	(269,041)
31	02052	Food & Beverage Concession	(260,000)	(337,433)	77,433	(191,608)
31	03013	Economy Parking	(414,000)	(496,656)	82,656	(108,952)
31	01012	Airfield Revenue Sharing	105,541		105,541	(3,411)
31	02013	Terminal Revenue Sharing	422,163		422,163	418,752
31	03011	Long Term Parking	(3,108,000)	(4,779,491)	1,671,491	2,090,242
			<u>(11,877,997)</u>	<u>(13,968,239)</u>	<u>2,090,242</u>	
			\$ (11,877,997)	\$ (13,968,239)	\$ 2,090,242	

Albany County Airport Authority

**Airport Operating Expenses (does not include FBO)
YTD Budget vs. Actual High/Low by Category Report**

For the 4 month period ending April 30/31, 2022

				Budget	Actual	Variance	Cumulative Variance
Salaries Expense							
34	12010	Overtime 1.5		234,833	285,455	(50,622)	(50,622)
34	12020	Overtime 2.0		13,039	38,634	(25,596)	(76,218)
34	11000	Salaries		3,126,036	3,148,855	(22,819)	(99,037)
34	13000	Temporary Help		3,333		3,333	(95,704)
34	11005	Part Time/Seasonal Salaries		111,011	36,966	74,045	(21,659)
				<u>3,488,251</u>	<u>3,509,910</u>	<u>(21,659)</u>	
Other Employee Expenses							
35	26010	Disability Insurance		41,098	55,020	(13,922)	(13,922)
35	29001	TBI Retirement		71,160	71,677	(517)	(14,439)
35	29000	NYS Retirement		107,103	107,353	(250)	(14,689)
35	24000	Medical Exams/Abstracts		7,367	7,491	(124)	(14,813)
35	22105	Other Post Employment Benefits (O		58,198	58,198	0	(14,813)
35	23000	Health Insurance - AFLAC		2,166	2,145	21	(14,792)
35	22300	Health Insurance - Vision		2,306	2,172	134	(14,658)
35	24010	Employee EAP Program		323	178	145	(14,513)
35	24015	Smoking Cessation Class		400		400	(14,113)
35	25000	Uniforms & Laundry		17,317	15,943	1,373	(12,740)
35	21000	Social Security		265,365	262,966	2,399	(10,341)
35	25005	Uniform Purchases		12,105	4,062	8,044	(2,297)
35	26020	Unemployment Insurance		54,163	35,775	18,388	16,091
35	22200	Dental Insurance		47,259	17,993	29,266	45,356
35	22000	Health Insurance		1,025,707	993,978	31,729	77,086
35	26030	Workers Compensation		195,536	135,789	59,747	136,833
				<u>1,907,572</u>	<u>1,770,739</u>	<u>136,833</u>	
Utilities							
36	31000	Electric		429,750	720,078	(290,328)	(290,328)
36	34000	Sewer		30,500	132,884	(102,384)	(392,712)
36	33000	Natural Gas		81,122	147,408	(66,286)	(458,998)
36	36032	Internet Access		15,204	18,509	(3,305)	(462,302)
36	36060	Cable Television		1,915	2,967	(1,052)	(463,354)
36	36015	Telephones-Monthly Service		4,945	5,242	(297)	(463,651)
36	36017	Payphones Annual & Monthly Servi		0		0	(463,651)
36	36012	Telephone - Sheriff		1,367	1,339	28	(463,623)
36	36018	Payphones - Monthly Usage		50		50	(463,573)
36	36010	Telephone Charges-Local		5,785	5,710	75	(463,499)
36	36016	Telephones-Monthly Usage		1,000	7	993	(462,506)
36	36011	Telephone Charges-Long Distance		5,297	580	4,717	(457,789)
36	36030	Telephone-Cellular		21,600	15,547	6,053	(451,737)
36	36020	Telephone Repairs		18,512	725	17,787	(433,950)
36	35000	Water		43,183	21,865	21,318	(412,631)
				<u>660,230</u>	<u>1,072,862</u>	<u>(412,631)</u>	
Purchased Services							
37	41010	Financial Services		33,333	59,500	(26,167)	(26,167)
37	44005	Perimeter Security		72,594	91,464	(18,870)	(45,036)
37	49020	Engineering Services		10,000	20,519	(10,519)	(55,555)
37	42095	Insurance Claims		5,167	13,591	(8,424)	(63,979)
37	44030	Employee Shuttle Service		4,167	12,500	(8,333)	(72,312)
37	42045	Builders Risk		0	6,953	(6,953)	(79,265)
37	42080	Cyber Liability Insurance		6,667	11,815	(5,148)	(84,413)
37	42093	Agency Fee		10,000	15,000	(5,000)	(89,413)
37	47000	Special Studies		21,667	26,000	(4,333)	(93,747)
37	49015	Consultant		16,000	18,125	(2,125)	(95,872)
37	42070	Public Official Liability		11,667	13,711	(2,044)	(97,916)
37	42065	Crime Insurance		2,333	2,559	(226)	(98,141)
37	44000	Public Safety		697,289	697,289	0	(98,141)
37	41020	Rates & Charges		0		0	(98,141)
37	44020	Parking Valet Service		0		0	(98,141)
37	49010	Architectural Services		0		0	(98,141)
37	49040	Professional Management		141,667	141,667	0	(98,141)
37	49060	Code Enforcement		38,733	38,733	0	(98,141)
37	42041	Environmental Liability		11,783	11,783	0	(98,141)
37	44010	Armored Car Service		1,667	1,423	244	(97,898)
37	42090	Fiduciary Liability		6,000	5,323	677	(97,221)
37	42010	Airport Liability		84,485	83,730	755	(96,466)
37	42020	Automotive Insurance		25,000	23,857	1,143	(95,323)
37	45010	Refuse Removal Services		24,768	23,230	1,538	(93,785)

Albany County Airport Authority

Airport Operating Expenses (does not include FBO)
YTD Budget vs. Actual High/Low by Category Report

For the 4 month period ending April 30/31, 2022

		Budget	Actual	Variance	Cumulative Variance	
37	47010	GIS Services	8,000	8,000	(85,785)	
37	49005	Appraisal	8,333	8,333	(77,452)	
37	46020	Passenger Info Booth	50,376	40,403	9,973	(67,479)
37	46010	Public Relations	33,333	19,426	13,907	(53,572)
37	42060	Property Insurance	97,737	81,520	16,217	(37,355)
37	43000	Legal Services	16,667		16,667	(20,688)
37	46012	Artistic Exhibits	32,815	15,177	17,638	(3,050)
37	45000	Janitorial Services	193,731	173,643	20,088	17,038
37	46015	Advertising	50,000	1,392	48,608	65,646
37	49070	Other Professional Services	116,667	49,500	67,167	132,813
		<u>1,832,647</u>	<u>1,699,834</u>	<u>132,813</u>		
Material & Supplies						
38	51019	Snow Removal Supplies	83,167	495,324	(412,157)	(412,157)
38	52051	Control Tower Maintenance	100,000	204,947	(104,947)	(517,104)
38	53050	Snow Removal Services	99,333	186,632	(87,299)	(604,402)
38	54011	Diesel Fuel	36,667	76,483	(39,816)	(644,218)
38	53010	Landscaping	4,317	34,406	(30,089)	(674,308)
38	51011	Airfield Lighting	23,333	48,521	(25,188)	(699,495)
38	52063	Window Washing	27,723	49,110	(21,387)	(720,882)
38	54010	Gasoline	15,220	36,164	(20,944)	(741,827)
38	51053	Electric	36,667	55,895	(19,228)	(761,055)
38	51020	Rubber Removal	26,667	44,183	(17,516)	(778,570)
38	53090	T-Hangar Maintenance	31,675	41,392	(9,717)	(788,287)
38	53051	NYS Police Hangar Maintenance	41,667	47,720	(6,053)	(794,340)
38	54021	Vehicle Repair & Maintenance	24,333	28,655	(4,321)	(798,662)
38	53071	Wildlife Hazard Management	12,667	16,049	(3,382)	(802,044)
38	52012	Card Access System	26,667	29,464	(2,798)	(804,842)
38	54030	General Equipment Repair & Mainte	14,500	17,159	(2,659)	(807,500)
38	53040	Sign Expense	4,417	7,056	(2,639)	(810,140)
38	51052	Wastewater Conveyance	2,500	5,000	(2,500)	(812,640)
38	52061	Building Materials	0	571	(571)	(813,210)
38	52075	Advertising Displays	0	457	(457)	(813,667)
38	53070	Hazardous Waste Management	1,200	1,504	(304)	(813,971)
38	53085	Land Lease	5,145	5,145	0	(813,971)
38	53020	Fencing	300		300	(813,671)
38	51055	Water District Charges	8,333	8,030	304	(813,367)
38	52041	Fire Equipment Testing	1,535	1,222	313	(813,054)
38	51032	Hazardous Material Supplies	1,667	1,250	417	(812,637)
38	52059	Storage Space Rental	2,500	1,921	579	(812,058)
38	53041	Traffic Light Repairs	667		667	(811,391)
38	51017	Airfield Shop Supplies	7,500	6,490	1,010	(810,381)
38	53078	Liquid Waste Disposal	1,200		1,200	(809,181)
38	53045	Catch Basin Maintenance	1,333		1,333	(807,848)
38	52071	ID Tags	11,667	10,117	1,550	(806,298)
38	54022	Vehicle Communication Equipment	2,133	481	1,652	(804,646)
38	52080	Sign Expense	2,167	486	1,680	(802,965)
38	53060	Dump Fees - Landfill	2,760	1,065	1,695	(801,270)
38	54045	ARFF Vehicle Repair & Maintenanc	6,000	4,121	1,879	(799,391)
38	52040	Fire Equipment Services	1,955		1,955	(797,436)
38	51010	Fencing	3,000	1,044	1,956	(795,480)
38	51014	Pavement Repairs	2,000		2,000	(793,480)
38	52036	Automatic Door Repairs & Supplies	4,000	1,576	2,424	(791,056)
38	54070	Vehicle Shop Tools & Supplies	15,000	12,380	2,620	(788,437)
38	54060	Mower Repair & Maintenance	4,667	1,527	3,139	(785,297)
38	54015	CNG Fuel	7,667	3,722	3,944	(781,353)
38	54012	Oil / Grease	7,833	3,501	4,332	(777,021)
38	51015	Apron Maintenance	16,667	11,982	4,684	(772,337)
38	52050	US Customs	16,867	11,947	4,919	(767,417)
38	54013	Vehicle/Equipment Tires	11,333	6,367	4,966	(762,452)
38	51030	EMS Supplies	5,395	239	5,155	(757,296)
38	52014	Key Access System	5,500		5,500	(751,796)
38	52010	Alarm & PA Systems	28,015	22,202	5,813	(745,984)
38	51031	ARFF Supplies	19,997	13,559	6,439	(739,545)
38	52034	Roof	8,333	1,507	6,827	(732,718)
38	52037	Pest Control	20,469	11,685	8,784	(723,934)
38	51054	Sewer District Charges	10,500		10,500	(713,434)
38	52013	CCTV Repair	16,667	6,132	10,534	(702,900)
38	52031	Electrical Repairs & Supplies	9,850	65,960	10,690	(692,210)

Albany County Airport Authority

**Airport Operating Expenses (does not include FBO)
YTD Budget vs. Actual High/Low by Category Report**

For the 4 month period ending April 30/31, 2022

			Budget	Actual	Variance	Cumulative Variance
38	54040	Heavy Equipment Maintenance	20,000	9,227	10,773	(681,437)
38	51033	ARFF Foam	11,086		11,086	(670,352)
38	52020	Baggage System	15,000	3,900	11,100	(659,251)
38	51016	Runway Painting	11,667		11,667	(647,585)
38	52090	Flight Information Displays	13,091	0	13,091	(634,493)
38	52032	Elevator Repairs & Supplies	38,333	21,613	16,720	(617,773)
38	52062	Janitorial Supplies	80,645	61,278	19,367	(598,406)
38	53048	Snow Removal Supplies	20,333		20,333	(578,073)
38	51057	System Maintenance & Repairs	60,000	39,044	20,956	(557,117)
38	54050	Snow Equipment Repair & Maintenance	30,000	6,300	23,700	(533,417)
38	53030	Pavement Repairs	33,333	1,478	31,855	(501,562)
38	52035	Plumbing Repairs & Supplies	52,000	14,305	37,695	(463,867)
38	52033	HVAC	93,750	41,611	52,139	(411,728)
38	52060	Building Maintenance	264,020	165,079	98,941	(312,787)
			<u>1,693,399</u>	<u>2,006,186</u>	<u>(312,787)</u>	
Office/Administration						
39	55015	Hardware/Software Maint Support	146,910	190,945	(44,035)	(44,035)
39	66060	Credit Card Service Charges	130,667	167,663	(36,997)	(81,032)
39	66070	2008A Remarketing & LOC Fees	0	31,419	(31,419)	(112,451)
39	66000	Dues & Subscriptions	18,148	37,150	(19,001)	(131,452)
39	55014	Computer Systems	15,367	25,242	(9,875)	(141,328)
39	66061	EZ Pass Fees	40,000	47,607	(7,607)	(148,934)
39	55070	Payroll Services	14,167	15,966	(1,799)	(150,733)
39	66062	Bank & Paying Agent Fees	2,333	4,120	(1,787)	(152,520)
39	66040	Licenses & Permits	1,283	2,900	(1,617)	(154,137)
39	55011	Copy Machine Use	333	970	(637)	(154,773)
39	66003	G.F.O.A.	0	595	(595)	(155,368)
39	55012	Office Equipment Service Agreement	3,133	3,577	(444)	(155,812)
39	55041	Express Mail	0	92	(92)	(155,904)
39	66011	Authority Board Travel & Education	167		167	(155,738)
39	66002	AAAE	217		217	(155,521)
39	55050	Reference Materials	567	165	402	(155,119)
39	55032	Printing Outside Services	6,667	6,195	472	(154,647)
39	55040	Postage	3,000	2,526	474	(154,173)
39	66020	Tuition Reimbursement	833		833	(153,340)
39	55060	Office Supplies	9,748	8,631	1,117	(152,223)
39	66014	Outside Functions	1,667		1,667	(150,556)
39	55030	Printed Forms / Letterhead	2,700	819	1,881	(148,675)
39	55031	Parking Ticket Stock	2,000		2,000	(146,675)
39	55010	Office Equipment Rental	5,931	3,640	2,291	(144,384)
39	66013	Function Refreshments	5,000	2,539	2,461	(141,923)
39	66012	Authority Management Travel & Education	7,800	4,891	2,909	(139,014)
39	55020	Office Furniture & Fixtures	5,983	2,245	3,739	(135,275)
39	66030	Advertising - Public Meetings	7,333	2,438	4,895	(130,380)
39	66050	Property Taxes	12,667		12,667	(117,713)
39	55016	Computer Equipment	29,333	13,118	16,215	(101,499)
39	66010	Training / Travel	30,945	11,894	19,051	(82,448)
			<u>504,898</u>	<u>587,346</u>	<u>(82,448)</u>	
Non-Capital Equipment						
41	83000	Equipment	486,333	87,860	398,474	398,474
			<u>486,333</u>	<u>87,860</u>	<u>398,474</u>	
			\$10,573,331	\$10,734,736	\$ (161,405)	

Notes to Financial Statements

1. Accounting Basis

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

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

2. Cash Reserves

2022 Operating Budget - Airport	\$32,120,020
2022 Operating Budget – FBO	<u>8,567,123</u>
	\$40,687,143

Monthly Operating Outflow	(\$40,687,143/12)
	\$3,390,595

Months Operating Reserves Unrestricted
\$23,348,737/\$3,390,595 ~ 6.88 months

Months Operating and Renewal Reserves
\$6,786,305/\$3,390,595 ~ 2.0 months

	Unrest.	Restr	Total
Aug20	4.85	2.0	6.85
Sep20	5.37	2.0	7.37
Oct20	5.31	2.0	7.31
Nov20	5.14	2.0	7.14
Dec20	5.63	2.0	7.63
Jan21	5.30	2.0	7.30
Feb21	5.22	2.0	7.22
Mar21	5.26	2.0	7.26
Apr21	4.63	2.1	6.73
May21	5.23	2.1	7.33
Jun21	5.50	2.1	7.71
Jul21	5.98	2.1	8.08
Aug21	5.99	2.1	8.09
Sep21	6.22	2.1	8.32
Oct21	6.11	2.1	8.21
Nov21	6.19	2.1	8.29
Dec21	6.09	2.1	8.19
Jan22	6.51	2.0	8.51
Feb	6.51	2.0	8.51
Mar	6.72	2.0	8.72
Apr	6.88	2.0	8.88

3. Accounts Receivable

The amount of accounts receivables, shown as days of average annual (2022 Budget) daily revenues, is as follows:

$$\$50,481,110 / 365 = \$138,304$$

$$\$1,631,879 / \$138,304 = 11.80$$

Aug 20	10.04
Sep 20	4.52
Oct20	4.65
Nov20	4.46
Dec20	3.75
Jan21	8.52
Feb21	11.47
Mar21	2.36
Apr21	0.74
May21	4.10
Jun21	4.98
Jul21	5.70
Aug21	14.74
Sep21	12.92
Oct21	19.20
Nov21	17.06
Dec21	17.14
Jan22	14.98
Feb	12.53
Mar	7.80
Apr	11.80

4. Capital Assets

The following are capital expenditures that are greater than \$50,000 and have a useful life greater than one year:

	Collected
Land	\$ 48,201,829
Buildings	247,884,827
Equipment	19,762,574
Improvements	<u>273,662,249</u>
	589,511,479
Accumulated Depreciation	<u>(321,208,749)</u>
	268,302,730
Construction In Progress	<u>9,011,538</u>
	\$277,314,268

5. COVID Relief Funding

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

	Awarded	Collected
AIP143-CARES	\$15,277,876	\$15,277,876 C
AIP144-CHRSSA ³	5,093,917	-
AIP145-CHRSSA ²	320,510	320,510 C
AIP148-ARPA	12,113,224	-
AIP149-Con Relief	1,282,039	-
Jobs Act of 21 ¹	<u>28,551,945</u>	-
	\$62,639,511	\$15,277,876

¹ Aka Bipartisan Infrastructure Law, 2022 appropriation \$5,568,244, award pending.

² Must collect by March 2022
³ Must collect by March 19, 2025

Albany International Airport
For the four months ended April 30, 2022

Statistics	Current Month			Year to Date			12 Month Running	
	Budget	2021	2022	Budget	2021	2022	2021	2022
Enplanements	100,000	66,433	113,430	400,000	172,140	376,924	398,049	1,180,723
	13.4%		70.7%			119.0%		193.6%
Operations								
Passenger	2,462	1,700	2,628	9,848	5,726	8,978	16,318	26,950
Cargo	205	330	274	819	1,068	1,040	3,222	3,390
Charter, Corporate & Diversions	240	224	276	960	874	1,075	2,371	3,577
General Aviation	1,010	1,184	1,149	4,040	3,865	3,737	14,447	13,990
Military	292	270	244	1,167	1,060	1,062	3,534	3,241
Total Operations	4,208	3,708	4,571	16,833	12,593	15,892	39,892	51,148
	8.6%		23.9%			26.2%		28.2%
Landed Weight (1,000)	125,000	73,446	126,719	500,000	242,169	437,277	730,772	1,290,018
	1.4%		72.5%			80.6%		78.5%
Cargo/Mail & Express	1,983	2,152	1,631	7,933	7,452	6,495	23,150	22,092
	-17.8%		-24.2%			-12.8%		-4.6%
Jet A Gallons	87,500	85,089	92,246	350,000	309,335	381,130	909,889	1,256,675
	5.4%		8.4%			23.2%		35.1%
AvGas Gallons	4,350	4,221	4,293	17,400	12,061	14,738	59,473	52,492
	-1.3%		1.7%			22.2%		-11.7%
Deicing Consortium	6,313	432	985	49,238	34,548	38,453	50,754	56,324
	-84.4%		128.0%			11.3%		11.0%
Deicing sprayed/retail	7,441	1,883	5,530	58,039	38,864	40,792	49,159	58,550
	-25.7%		193.7%			5.0%		19.1%
Parking Revenue	\$ 960,898	\$ 734,764	\$ 1,709,396	\$ 3,843,590	\$ 1,701,051	\$ 5,616,006	\$ 3,287,212	\$ 12,953,768
Revenue per enplanement	\$ 9.61	\$ 11.06	\$ 15.07	\$ 9.61	\$ 9.88	\$ 14.90	\$ 8.26	\$ 10.97
Transactions		29,030	48,021		74,495	159,190	176,003	486,384
Average transaction		\$ 25.31	\$ 35.60		\$ 22.83	\$ 35.28	\$ 18.68	\$ 26.63
Concession Sales								
Rental Cars (estimate for Hertz)		\$ 2,548,447	\$ 3,365,379		\$ 7,415,190	\$ 11,626,560	\$ 23,383,305	\$ 54,063,879
Revenue per enplanement		\$ 38.36	\$ 29.67		\$ 43.08	\$ 30.85	\$ 58.74	\$ 45.79
Food and Beverage		\$ 364,650	\$ 814,602		\$ 936,421	\$ 2,667,627	\$ 1,859,480	\$ 7,271,427
Revenue per enplanement		\$ 5.49	\$ 7.18		\$ 5.44	\$ 7.08	\$ 4.67	\$ 6.16
Retail		\$ 239,388	\$ 372,456		\$ 606,367	\$ 1,173,491	\$ 1,485,795	\$ 3,894,013
Revenue per enplanement		\$ 3.60	\$ 3.28		\$ 3.52	\$ 3.11	\$ 3.73	\$ 3.30

SCHEDULED AIRLINE PASSENGER SERVICE

Monthly Scheduled Flights are as follows:

	Airlines	Non-Stop Destination Airports	Non-Stop Destination Cities ⁽¹⁾	Scheduled Flights	Average Flights per Day	Monthly Seats Available	Monthly Landed Weight (lbs.)	Enplane.	Projected Load Factor
Jan2020	7	17	13	1,391	44.9	141,803	147,829,062	114,119	80.5%
Jan2021	7	15	11	622	20.6	56,129	58,693,922	25,665	45.7
Apr21	7	14	11	841	28.0	79,363	79,959,604	66,435	83.7
May21	7	17	14	1,097	35.4	106,783	108,428,900	79,125	75.1
Jun21	7	19	14	991	33.0	97,420	96,959,934	88,614	91.0
Jul21	7	19	15	1,100	35.5	114,081	111,304,466	114,106	100.0
Aug21	7	19	15	1,165	37.9	123,051	125,168,610	115,469	94.8
Sep21	7	17	13	1,129	37.6	120,713	116,138,848	98,456	81.6
Oct21	7	18	13	1,182	38.1	125,324	115,091,066	114,335	91.2
Nov21	7	17	12	1,120	37.3	118,803	112,293,096	99,723	83.9
Dec21	7	17	12	1,096	35.4	114,381	111,014,472	93,971	82.1
Jan22	7	18	13	1,066	34.4	111,340	107,337,992	74,020	66.5
Feb22	7	19	13	999	35.7	105,195	99,654,094	82,020	78.0
Mar22	7	18	12	1,175	37.9	121,434	116,508,440	107,454	88.4
Apr22	7	19	13	1,275	42.5	130,529	125,318,092	113,430	86.9
May22	7	21	15	1,282	41.4	133,592	129,745,040	110,695	86.5E
Jun22	7	22	15	1,274	42.5	139,005	131,608,948	120,795E	86.9E

⁽¹⁾ Five (5) cities may be served by two or more airports; Chicago (ORD/MDW), New York (EWR/LGA), Orlando (MCO/SFB), Tampa (TPA/PIE/PGD), and Washington DC (DCA/IAD).

Weekly schedule flight changes are as follows:

		Year-To-Date (net)								
		Week		Week		Week		Week		
		#17-2022	+	(-) #26-2022	#04-2022	+	(-) #26-2022	#04-2022	+	(-) #26-2022
1	ATL Atlanta, GA	21	-	-	21	20	2	(1)	21	
2	BDL Hartford, CT	-	-	-	-	-	-	-	-	
3	BWI Baltimore, MD	27	-	(8)	19	25	3	(9)	19	
4	MDW Chicago-Midway	13	-	-	13	13	-	-	13	
5	ORD Chicago-O'Hare	41	-	-	41	28	13	-	41	
6	CLT Charlotte, NC	21	-	-	21	13	8	-	21	
7	DEN Denver, CO	3	1	-	4	-	4	-	4	
8	DTW Detroit, MI	26	1	-	27	27	6	(6)	27	
9	FLL Fort Lauderdale, FL	7	-	-	7	4	4	(1)	7	
10	RSW Fort Myers, FL	-	-	-	-	1	-	(1)	-	
11	MIA Miami, FL	-	1	-	1	1	1	(1)	1	
12	MSP Minneapolis, MN	-	-	-	-	-	-	-	-	
13	MYR Myrtle Beach, SC	1	2	-	3	-	3	-	3	
14	BNA Nashville, TN	2	-	-	2	-	2	-	2	
15	EWR Newark, NJ	13	13	-	26	12	24	(10)	26	
16	LGA New York, LaGuardia	18	1	-	19	13	6	-	19	
17	MCO Orlando, FL	19	-	(2)	17	16	4	(3)	17	
18	SFB Orlando/Sanford, FL	2	-	-	2	-	5	(3)	2	
19	PHL Philadelphia, PA	25	-	(4)	21	17	12	(8)	21	
20	RDU Raleigh-Durham, NC	2	2	-	4	-	4	-	4	
21	PGD Tampa/Punta Gorda, FL	2	-	-	2	2	4	(4)	2	
22	TPA Tampa, FL	1	-	-	1	2	6	(7)	1	
23	PIE Tampa/St. Pete, FL	2	1	-	3	2	5	(4)	3	
24	DCA Washington DC-Reagan	25	-	-	25	26	1	(2)	25	
25	IAD Washington DC-Dulles	21	-	-	21	21	1	(1)	21	
		292	22	(14)	300	243	118	(61)	300	

March 31, 2022
Full Time Positions

	Budget Full Time	Budget Part Time	Budget Total	Filled Full Time	Vacant Full Time	In Process To Fill
AvPORTS						
May	155	19	174	131	23	7
Jun	155	19	174	132	23	7
Jul	155	19	174	132	23	7
Aug(1)	157	19	176	134	23	6
Sep	157	19	176	135	21	4
Oct	157	19	176	131	26	7
Nov	157	19	176	130	25	7
Dec	157	19	176	130	27	6
Jan22	165	15	180	132	33	6
Feb	165	15	180	129	36	8
Mar	165	15	180	125	40	9
Apr	165	15	180	128	37	13
FBO						
May	33	-	33	30	3	3
Jun	33	-	33	29	4	4
Jul	33	-	33	29	4	4
Aug	33	-	33	26	7	7
Sep	33	-	33	26	7	7
Oct	33	-	33	26	7	7
Nov	33	-	33	26	7	7
Dec	33	-	33	24	9	9
Jan22	33	-	33	25	8	8
Feb	33	-	33	26	7	6
Mar	33	-	33	25	8	8
Apr	34	2	36	23	11	11
ACAA						
May	20	3	23	20	-	-
Jun	20	3	23	20	-	-
Jul	20	3	23	20	-	-
Aug	20	3	23	20	-	-
Sep	20	3	23	20	-	-
Oct	20	3	23	20	-	-
Nov	20	3	23	20	-	-
Dec	20	3	23	20	-	-
Jan22	20	3	23	20	-	-
Feb	20	3	23	20	-	-
Mar	20	3	23	20	-	-
Apr	20	3	23	20	-	-
Total						
May	208	22	230	181	26	10
Jun	208	22	230	181	27	11
Jul	208	22	230	181	27	11
Aug	210	22	231	180	30	13
Sep	210	22	231	181	28	11
Oct	210	22	232	177	33	14
Nov	210	22	232	176	32	14
Dec	210	22	232	174	36	9
Jan22	218	18	236	177	41	14
Feb	218	18	236	175	43	14
Mar	218	18	236	170	48	17
Apr	219	20	239	189	48	25

	2019/2020				2020/2021				2021/2022			
	Trace	Events	Amt.	Cum. Amt.	Trace	Events	Amt.	Cum. Amt.	Trace	Events	Amt.	Cum. Amt.
Oct	0	0	0.0"	0.0"	0	0	0.0"	0.0"	0	0	0.0"	0.0"
Nov	4	3	2.3	2.3	7	0	0.0	0.0	3	2	1.4	1.4
Dec	7	4	27.9	30.2	9	3	26.2	26.2	11	6	4.1	5.5
Jan	9	3	5.1	35.3	11	6	12.1	38.3	6	11	8.3	13.8
Feb	9	6	7.0	42.3	9	7	13.8	52.1	9	6	10.7	24.5
Mar	6	3	6.4	48.7	4	1	0.8	52.9	4	3	9.1	33.6
Apr	6	2	1.0	49.7	4	2	0.5	53.4				

Event – Measurable snowfall, 0.1" or greater.

Source: <https://www.ncdc.gov/cdo-web/quickdata>

AGENDA ITEM NO. 5

Project Development



PROJECT STATUS REPORT

June 6, 2022

I. AIRSIDE IMPROVEMENTS

A) Taxiway A Pavement Rehabilitation Design (Contract S-20-1064)

Rifenburg Construction is working with McFarland Johnson Engineering doing construction inspection. The contractor remobilized in early April and is working to complete final striping and site restoration by the end of June 2022.

B) Pavement Condition Index (PCI) Report (Contract# S-21-1101)

The FAA requires Airports to have a PCI done every five years. The last PCI done was in 2015. The PCI is a thorough onsite investigation of all asphalt-paved surfaces on the Airport. The report details the current conditions and notes all issues and defects. McFarland Johnson's crews have been onsite since April 5, 2022 and will produce a complete report to be submitted to the FAA when all fieldwork is completed by the end of June 2022.

C) Air Cargo Pavement Rehabilitation (Contract No. S-22-1114)

Negotiations with Passero Associates were approved by the Board in May 2022. Passero will need to do investigation of the concrete pavement failure on the south end of the Air Cargo apron (leased by UPS) and then design the repair and replacement of the pavement. Passero has been working with ACAA to determine the extent of the investigation and compile a proposal to complete the work. Passero's engineering proposal will be on the next Board Meeting agenda.

D) Runway 10-28 Rehabilitation (Contract #S-21-1100)

To maintain the quality of the pavement for aircraft to land on the runways they need to be milled and resurfaced with new asphalt pavement. Collier Engineering's scope and fee were approved by the Board at the January 2022 meeting. Collier completed the design with ACAA and AvPorts. The Project was bid in April 2022. Callanan Industries was the low bidder and their contract was approved at the May Board meeting.

II. LANDSIDE IMPROVEMENTS

A) Air Traffic Control Tower (Contract 1013-R & EV)

The FAA as part of the lease renewal requested some upgrades to their facility. The roof replacement project (1013-R) will be bid late in 2022 when materials are more available. The elevator replacement project (1013-EV) was awarded to Kone under NYS Contract pricing. The equipment is in production and Kone has revised the schedule to begin work in June 2022 with concurrence from the FAA Tech Ops.

B) Main Terminal Fire Alarm Replacement (Contract 20-1075-FP)

Hewitt & Young Electric was awarded the contract and is continuing the installation of the new Terminal Fire Alarm System. The contractor are currently installing conduits and pulling wire throughout the Terminal. Installation of the alarm system will continue now that all the components have been received. All installation work and testing of the new system will be completed this summer.

C) MDF (Main Distribution Frame) Room Fire Protection (Contract 1053-FP)

Condor Fire Sprinkler was contracted to install a new dry fire protection system in the MDF room where all the Airport computer, telephone and security system are routed. This project is replacing the existing sprinkler system that currently serves as fire protection, eliminating the possibility of system failure due to sprinklers going off. Condor has completed testing the system as required by NYS Fire Code. The contractor will remove the remaining wet system.

D) Main Terminal Elevator #6 Replacement (Purchase Order 149119)

Elevator #6 in the Terminal, which is the main public use elevator to and from the TSA checkpoint, was found to have a faulty hydraulic piston. The elevator that was taken out of service by Kone is the elevator maintenance company for the Airport. Kone has provided the Airport a proposal to eliminate the piston system and convert the elevator to an MRL cable system under State Contract pricing. The equipment is in production and scheduled for delivery for August 2022. This was Agenda Item No. 10.6 which was approved by the Board at the March 2022 Board meeting.

E) Main Terminal Elevator #8 Replacement (Purchase Order)

Elevator #8 in the Terminal, which is currently the main public use elevator to and from the TSA checkpoint is experiencing a very high volume of passengers since Elevator #6 is out-of-service. The elevator is being maintained by Kone the elevator maintenance company for the Airport. Kone has provided the Airport with a proposal to eliminate the piston system and convert the elevator to an MRL cable system under State Contract pricing once Elevator #6 is back in service. The equipment is in production.

F) Parking Lot C Rehabilitation (Contract #S-22-1119-GC)

Parking Lot C was originally part of an aircraft parking apron. With the FAA's permission in 2015, the Airport was allowed to convert part of that apron to a parking lot which at the time was needed. The agreement with the FAA was to use the space for a parking lot for 5 years. The ACAA requested a one-year extension from the FAA, which was granted, and the pandemic extended use for an additional year. The FAA is now insisting that the lot be reverted to aircraft parking. James H. Maloy, Inc.'s contract was approved at the May Board meeting and work has begun.

G) HVCC Aircraft Technician School Sprinkler System (Contract#S-22-1109-FP)

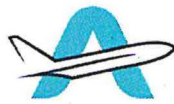
HVCC and ACAA worked together to get the classrooms set up at 6 Jetway Drive, so classes could begin on August 30, 2021. The construction of the lab area was completed by Rosch Bros. Contracting in time for the required FAA inspection for certification. HVCC has begun moving their equipment into the hangar area. The HVAC and sprinkler systems have been installed in the lab area. This project was put out for bid in April 2022, to install a dry sprinkler system throughout the hangar, install sprinklers in the classroom area at 6 Jetway Drive and connection to the municipal water supply. The contractor plans to start work as soon as they get SIDA badged.

AGENDA ITEM NO. 6

Counsel

AGENDA ITEM NO. 7

Concessions/Ambassador Program



ok

Monday, June 6, 2022

Concessions & Ambassador Program Report

Minority Percentages in the Concessions' Workforce

Date	min/total	HMSHost	OHM	Paradies	Dunkin
May 2021	29/60 = 48%	5/16=32%	15/25=20%	5/12=23%	4/7=57%
June 2021	31/61 = 48%	6/21=29%	15/25=60%	6/11=55%	4/7=57%
July 2021	28/70 = 40%	8/27=30%	13/25=52%	5/11=46%	2/7=29%
August 2021	35/70 = 50%	12/23=52%	14/30=47%	5/10=50%	4/7=57%
September 2021	35/70 = 50%	11/25=44%	15/23=65%	5/14=36%	4/8=50%
October 2021	41/85 = 48%	13/33=39%	20/29=69%	5/14=36%	3/9=33%
November 2021	50/100=50%	14/33=42%	27/43=63%	5/14=36%	4/10=40%
December 2021	67/104=65%	17/37=46%	37/46=80%	8/14=57%	5/7=71%
January 2022	72/105=69%	23/42=55%	37/42=88%	8/14=57%	4/7=57%
February 2022	69/100=69%	20/37=54%	38/41=93%	7/15=46%	4/7=57%
March 2022	66/102=65%	21/43=49%	33/36=92%	7/15=46%	5/8=62%
April 2022	66/106=62%	20/43=47%	35/39=80%	7/16=44%	4/8=50%
May 2022	64/109=59%	15/38=40%	36/43=84%	9/21=43%	4/7=57%

Concessions

HMSHost

- Silks of Saratoga – Open (10:00 a.m. – 6:00 p.m.) Daily
- Starbucks – Open (4:00 a.m. – 6:00 p.m.) Daily
- The Local – Open (10:00 a.m. – 6:00 p.m.) Daily
- Burger King – Open (10:00 a.m. – 6:00 p.m.)
- Adirondack Lodge – closed
- Hudson Valley Beer Union – Open (10:00 a.m. – 6:00 p.m.) Daily
- Dunkin Donuts – Open (4:00 a.m. – 8:00 p.m.) Daily

OHM

- Empire Deli – Open (11:00 a.m. - 6:00 p.m.) Daily
- Wolfgang Puck Pizza - Open (11:00 a.m. – 6:00 p.m.)
- [Thursdays and Sunday – 7:30 a.m. – 6:00 p.m.]
- Chick fil A – Open (5:00 a.m. – 7:00 p.m.) Closed Sunday

Paradies

- Gift/News on A – intermittent hours
- Gift News on B – intermittent hours
- Gift/News on C – open 4:30 am through to the last departure

Vending

To accommodate passengers and employees Vending Machines are on all three Concourses which offers an after-hours option of sandwiches and salads.



Ambassador Program 2022

Tours

YTD

Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
0	0	0	1	0								1

Four tours to date are scheduled for June.

Canines

1838	1722	2934	4319									10,813
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Ambassador Hours

418	401	719	981									2,519
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Guests Served

2220	2742	4337	4586									13,885
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Ambassador Shifts

-	-	216	282									498
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Business Center

86	55	141	123									405
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AGENDA ITEM NO. 8

Public Affairs

**Public Affairs Report
June 2022**

DMV REAL ID Table

The New York State Department of Motor Vehicles has been operating a REAL ID Informational Table in the terminal for the past two weeks. The table is staffed by DMV employees and offers our travelers timely important information on how they can obtain a REAL ID. REAL ID's will be required for all air travel within the US by May 3, 2023.



Patriot Flight

The Albany Patriot Flight organization is sponsoring its first Patriot Flight to Washington in over two years. Both the Albany-based Patriot Flights and Montgomery County Honor Flights were suspended with the emergence of COVID-19. Veterans will arrive at the Airport at 4:30 am on June 18. A brief send-off ceremony will take place in baggage claim at 5:00 am. The TSA provides expedited boarding for the veterans through the TSA's Crew Lane. The flight will depart at 6:00 am. ARFF will provide a Water Cannon Salute, weather permitting.



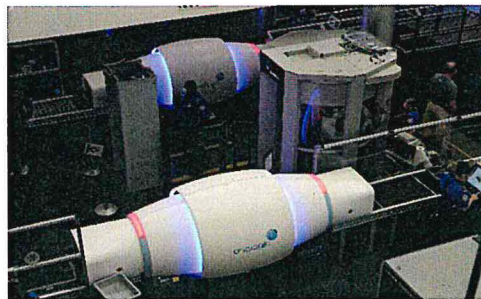
Happy the Elephant

A crew from Australian Television traveled to the Airport to video the arrival of attorney Steven Wise. Mr. Wise represents Happy the Elephant. Happy has been an attraction at the Bronx Zoo for over 30 years. New York's highest court is set to determine whether Happy, a 47-year-old Asian elephant, is being unlawfully imprisoned. On May 4, the New York Court of Appeals in Albany heard arguments on both sides for Happy's release from the zoo. The court will likely issue a decision in 4-6 weeks.



TSA Scanners

We anticipate conducting a joint news conference with the TSA to announce the installation of the TSA's new baggage scanners. The former grey plastic bins have been replaced with larger bins and are sized to hold airline-approved carry-bags. Bags that do not fit within the new bins will not be permitted beyond the security checkpoint and must be returned to the ticket counter where they will be handled as checked luggage.



on

AGENDA ITEM NO. 9

Business & Economic Development



MEMO: June 6, 2022

TO: Albany County Airport Authority Board Members

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

- Government Affairs

AGENDA ITEM NO. 10

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

AGENDA ITEM NO. 10.1

**Issue Purchase Order for Purchase and
Installation of a new Anti-Fatigue Flooring
from Flooring Environment**

AGENDA ITEM NO: 10.1
MEETING DATE: June 6, 2022

ALBANY COUNTY AIRPORT AUTHORITY
REQUEST FOR AUTHORIZATION

ACAA Approved
06/06/2022

DEPARTMENT:

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

PURPOSE OF REQUEST:

Issue Purchase Order for Purchase and Installation of a new Anti-Fatigue Flooring from Flooring Environment

CONTRACT AMOUNT:

Total Contract Amount: \$57,142.00

BUDGET INFORMATION:

Anticipated in Current ALB Capital Plan: Yes ✓ No NA
Funding Account No.: CPN 52060-20

AWARD CONDITIONS MET:

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

Service Disable Veteran Owned Business (SDVOB) N/A

FISCAL IMPACT – FUNDING

Federal N/A State N/A Airport 100% NA
Term of Funding: 2022-2023
Grant No.: N/A State PIN: N/A

JUSTIFICATION:

Request is made to approve the purchase and installation of a new Anti-Fatigue Flooring for \$57,142.00 from Flooring Environment. The existing flooring behind the Airline ticket counters is over 20 years old and is no longer serving the purpose of reducing fatigue of the ticket agents. The proposed new flooring system would be purchased under State Contract pricing. The purchase price includes removal of the existing flooring and installation of the new material to help maintain the leasing agreement with the Airlines.

CHIEF EXECUTIVE OFFICER'S RECOMMENDATION:

Recommend approval.

FINAL AGREEMENT SUBJECT TO APPROVAL BY COUNSEL: YES ✓ NA

AGENDA ITEM NO: 10.1
MEETING DATE: June 6, 2022

PROCUREMENT DEPARTMENT APPROVAL:

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

BACK-UP MATERIAL:

Please refer to attached Proposal from Flooring Environment.

FLOORING Environment

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

Proposal

Attn: KEVIN HEHIR
From: JOE TESSITORE
Estimator:
Admin: JOE TESSITORE
Revision #:
Date: 5/12/2022 Bid Due Date: 5/10/2022
Plan Date: Addendum :

<u>To</u>	<u>Project</u>
ALBANY COUNTY AIRPORT AUTHORITY MAIN TERMINAL - SUITE 300 737 ALBANY SHAKER ROAD ALBANY, NY 12211057 Phone:	TICKET COUNTER - FLOORING ALBANY AIRPORT ALBANY, NY 12211

PROPOSAL TO

<u>Manufacturer Style</u>	<u>Color Name Color Number</u>	<u>Line Total</u>
1 REJUVENATOR MAT SUPPLIED FLOORING ENVIRONMENT, INC. REJUVENATOR 3' X 3'	BLACK	46,093.00
2 RAMPING SUPPLIED FLOORING ENVIRONMENT, INC. REJUVENATOR RAMP 2" X 39" MALE	TBD	1,428.00
3 INSTALLATION LABOR ONLY LABOR TO DEMO AND DISPOSE OF EXISTING RUBBER FLOORING. INSTALL FLOORING ENVIRONMENT, INC. N/A	N/A / N/A	9,621.00

TOTAL (THESE LINE ITEMS TAX EXEMPT) \$57,142.00

WORK HOURS TO BE SCHEDULED AFTER LAST FLIGHT OUT.

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

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

WARRANTY DOES NOT INCLUDE ANY MOISTURE RELATED SUBFLOOR FAILURES

Flooring Environment

ALBANY COUNTY AIRPORT AUTHORITY

Signed:

Signed:

JOE TESSITORE

Proposal Total: \$57,142.00

Proposed Installation Start Date:

AGENDA ITEM NO. 11

Authorization of Change Orders

AGENDA ITEM NO. 12

Authorization of Federal and State Grants

AGENDA ITEM NO. 13

Emergency Procurement Approvals by CEO -

Informational Only

Old Business

New Business

Executive Session

Attorney-Client Privilege Matters