



Minutes of the Regular Meeting of the Albany County Airport Authority

June 12, 2023

Pursuant to notice duly given and posted, the regular meeting of the Albany County Airport Authority was called to order on Monday, June 12, 2023 @ 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, Sr.
Steven H. Heider
Sari M. O'Connor
John-Raphael Pichardo
Janet M. Thayer

MEMBERS ABSENT

Thomas A. Nardacci

STAFF

Philip F. Calderone, Esq.
Christine C. Quinn
Michael F. Zonsius
Liz Charland
John LaClair
Doug Myers
Helen Chadderdon
Margaret Herrmann
Bobbi Matthews

ATTENDEES

Arturo Garcia-Alonso, AvPorts, Chief Operating Officer
Todd Pennington, AvPorts Airport Manager
Carmiena Brooks, Assistant Airport Manager
Fire Chief Dave Cook, AvPorts – ARFF
Dennis Feeney, Majority Leader
George Penn, Director of Operations Albany County
Carl Stewart, Turner Construction
Ray Camilli, AvPorts
Kevin Hehir, AvPorts
Jim O'Brien, AvPorts
Katie Mahoney, AvPorts
Brian King, Million Air Manager
Paul McDonnell, AICP, VP-Chief Planner CHA
Kelly Melaragno, CHA Consulting, Inc.
Giavani Burdick, CHA Consulting, Inc., Intern
Jeff Lovell, Park Strategies, LLC



ALBANY COUNTY AIRPORT AUTHORITY

REGULAR MEETING

AGENDA

June 12, 2023

General:

- 1. Chairman's Remarks**
- 2. Approval of Minutes - Regular Meeting - May 8, 2023**
- 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 Purchase: Approve the purchase of a 7400 JetEx eGPU, Battery-powered Ground Power Unit ITW GSE Inc.**
 - 10.2 Amendment No. 1 Professional Services Contract No. S-22-1114: Design Services for Air Cargo Pavement Rehabilitation with Passero Associates (Construction Inspection).**
 - 10.3 Contract No. S-23-1146 - Airport Access Gate, Gate Operator, Power and Controls Replacement**



10.4 Lease Amendment: Amendment No. 5: Hangar Lease Agreement No. L-759: Hyannis Air Service, Inc. d/b/a Cape Air & Nantucket Airlines

10.5 Approval of a Memorandum of Agreement between the County of Albany & the Albany County Airport Authority for the provision of communication services

11. Authorization of Change Orders - None

12. Authorization of Federal and State Grants - None

13. Informational Only

Old Business:

New Business:

Executive Session - Attorney-Client Privilege Matters

AGENDA ITEM NO. 1

Chairman's Remarks

AGENDA ITEM NO. 2

Approval of Minutes



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MEMBERS PRESENT

Samuel A. Fresina
Kevin R. Hicks, Sr.
Steven H. Heider
Thomas A. Nardacci
Sari M. O'Connor
John-Raphael Pichardo
Janet M. Thayer

MEMBERS ABSENT

STAFF

Philip F. Calderone, Esq.
Christine C. Quinn
Michael F. Zonsius
Matt Cannon
Liz Charland
John LaClair
Connor Haskins
Helen Chadderdon
Margaret Herrmann
Bobbi Matthews

ATTENDEES

Ray Casey, Airport Consultant
Todd Pennington, AvPorts Airport Manager
Carmiena Brooks, Assistant Airport Manager
Fire Chief Dave Cook, AvPorts – ARFF
Captain Stephen Dorsey, AvPorts - ARFF
George Penn, Director of Operations Albany County
Jeffrey Jamison, Counsel to the Albany County Executive
Carl Stewart, Turner Construction
Rob Wagner, Turner Construction
Ray Camilli, AvPorts
Kevin Hehir, AvPorts
Jim O'Brien, AvPorts
Katie Mahoney, AvPorts
Brian King, Million Air Manager
Kelly Melaragno, CHA Consulting, Inc.



Jeremy Martelle, CHA Consulting, Inc.
Kelly Boyea, ACAA
John D'Antonio, Million Air
Jeff Lovell, Park Strategies, LLC
Gary Buchanan, VP Million Air
John Decatur, VP Alliant Insurance Services
John Panarello, VP of Operations AvPorts

Chair Fresina noted that there was a quorum.

General:

- 1. Chairman's Remarks**
- 2. Approval of Minutes**

Ms. Thayer moved to approve the minutes of the April 10, 2023 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 2023.

- 4. Chief Financial Officer Report**

Mr. Zonsius presented the Financial Report for the month of May 2023.

- 5. Project Development**

Mr. LaClair presented the Project Development report for the month of May 2023.

- 6. Counsel**

- 7. Concessions/Ambassador Program**

Ms. Chadderdon presented the Concessions/Ambassador report for the month of May 2023.

- 8. Public Affairs**



9. Business & Economic Development

Mr. Cannon presented an update on the Siena College Research Institute Survey. He advised the Board that Dr. Don Levy, Director of Siena College Research Institute will make a full presentation regarding the survey results at the next ACAA Capital Improvements Committee meeting on May 31, 2023.

Action Items:

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

10.1 Lease Amendment: Lease Amendment No. 8 to Contract No. L-637 with Prescott Holdings, Inc.

Mr. Casey recommended approval of Lease Amendment No. 8 to Contract No. L-637 with Prescott Holdings, Inc. This Amendment builds upon the most recent Lease Amendment (No. 7 dated December 2021). Combined these two amendments will result in the total upgrade of Building No. 203 leased to Prescott Holdings, Inc. The need for the additional Lease Amendment is caused by scope revisions (i.e. add full sprinkler system and resultant connection to Latham Water District’s main supply line, replacement of windows) not anticipated when the previous amendment was proposed, as well as labor and material cost increases caused by the pandemic and resultant supply chain complications.

The total project cost is projected at least \$990,000, of which the ACAA will reimburse Prescott Holdings, Inc. \$550,000 and Prescott Holdings will contribute \$440,000. The capital improvements will all permanently benefit the ACAA, and similar to past projects in this building and the adjacent building (202), this tenant’s improvements far exceed standards for lease spaces at the airport and result in significant enhanced value to the ACAA holdings.

All project work completed under proposed Lease Amendment No. 8 reference the Capital Improvement Provisions of the previous Lease Amendment and will include requirements for adherence to the payment of prevailing wages. The current lease with Prescott Holdings runs to December 31, 2026 and includes a “right to renew” for two additional five year options.

Mr. Heider moved to authorize said Lease Amendment No. 8. The motion was adopted unanimously.

10.2 Services Agreement No. SC-1133 Parking Equipment Maintenance

Mr. Zonsius recommended authorization to award service contract SC-1133 for Parking Equipment Maintenance to Access Technology



Integration (ATI) in the amount of \$133,423.70. ATI is a sole source vendor and is the vendor who installed the equipment. This service is 100% airport funded from account numbers 55015-30-0000 and 54030-30-0000. The request is made to approve this Services Agreement to provide the necessary maintenance and service for the parking systems.

This service contract covers: Twice a year preventative maintenance program of all the PARCS equipment such as ticket spitters, gate control, and exit pay stations as well as the pay stations in the terminal and garages; ATI support services for the PARCS equipment on an as needed basis; Twice a year preventative maintenance program for the Park Assist Hardware which includes camera and sensors, monument signs, wiring and the Find Your Car (FYC) kiosks; Park Assist support services for the garage cameras and sensors.

Ms. O'Connor moved to approve the award of Service Contract SC-1133 for Parking Equipment Maintenance with Access Technology Integration in the amount of \$133,423.70. The motion was adopted unanimously.

10.3 Construction Contract No. 21-1082-ESC – Terminal Expansion – Elevators & Escalators

Mr. LaClair recommended authorization to award Construction Contract 21-1082-ESC for Terminal Pre-TSA Expansion (Elevators and Escalators to Kone, Inc. in the amount of \$1,775,000.00. The contract scope includes removal of the existing elevators and escalators and supply and install new elevators and escalators for the Pre-TSA Expansion. The award of this contract is contingent on FAA concurrence and compliance with the apprenticeship program. This contract is 40% federally funded and 60% state funded.

Ms. Thayer moved to approve the award of Construction Contract 21-1082-ESC for Terminal Pre-TSA Expansion (Elevators and Escalators to Kone, Inc. in the amount of \$1,775,000.00 contingent on FAA concurrence and compliance with the apprenticeship program. The motion was adopted unanimously.

10.4 Construction Contract No. 1114-GC – Air Cargo Pavement Rehabilitation

Mr. LaClair recommended authorization to award Contract # 22-1114-GC Air Cargo Pavement rehabilitation to Jersen Construction Group, LLC in the amount of \$1,415,910.00. The contract scope includes removal of the existing deteriorated concrete at the south end of the Air Cargo apron. Then full depth excavation, drainage upgrades, placement of new subbase (P-209) and placement of new concrete pavement (P-501) in accordance with FAA specifications. The award of this contract is contingent on



M/WBE compliance and compliance with a NYS DOL approved apprenticeship program. This contract is 100% airport funded.

Mr. Hicks moved to approve the award of Construction Contract No. 22-1114-GC Air Cargo Pavement rehabilitation to Jersen Construction Group, LLC in the amount of \$1,415,910.00. contingent on M/WBE compliance and compliance with a NYS DOL approved apprenticeship program. The motion was adopted unanimously.

10.5 Purchase Order – State Contract No. PT68778 – North Parking Garage Video/Cameras

Ms. Quinn recommended authorization to issue a Purchase Order in the amount of \$444,584.04 to Convergent, 14 Petra Lane, Albany, New York 12205 for the purchase and installation of sixty-seven (67) security cameras in and around the north garage providing the Airport with video footage within our property. This purchase is 100% airport funded from account number 2023-00390-90-2018

Ms. O'Connor moved to approve the issuance of a Purchase Order in the amount of \$444,584.04 to Convergent, 14 Petra Lane, Albany, New York 12205 for the purchase and installation of sixty-seven (67) security cameras in and around the north garage. The motion was adopted unanimously.

10.6 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 in the estimated contract amount is \$190,000 over one year based upon total annual fixed fees of \$185,000 in the contract year ending in 2023 plus other fixed-rate fees applicable to variable activities and monthly advertising costs.

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. REW Investments 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 year ending in



2023 which was approved by the Board on May 2, 2022. REW Investment has agreed to renew the agreement for another one (1) year term ending August 31, 2024 with two one (1) year option renewals, with a \$5,000 increase annually.

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 estimated contract amount is \$190,000 over one year based upon total annual fixed fees of \$185,000 in the contract year ending in 2023 plus other fixed-rate fees applicable to variable activities and monthly advertising costs. The motion was adopted unanimously.

ADD-ON 10.7 Memo of Agreement for shared services with Albany County for Communications for the Expansion Project for the length of the project.

Mr. Nardacci recommended authorization for the Authority to negotiate a Memorandum of Agreement for shared services with Albany County for Communications for the Expansion Project for the length of the project. The motion was adopted unanimously.

11. Authorization of Change Orders

11.1 Change Order No. 1 – Contract No. 1047-GC Terminal Escalator #22 & #23 Replacement

Mr. LaClair Request for authorization of Change Order No. 1 for Contract 20-1047-GC for Terminal Escalator Replacement to Wainschaf Associates, Inc of Rensselaer, NY in the amount of \$205,964.64 (PFC funded). He advised this project was originally awarded in 2020 to replace escalators No. 22 & 23 (to baggage claim), but was put on hold when the Grant application process for the Terminal Pre TSA Expansion was started. The new retrofit equipment had already been purchased and stored at the Airport. Escalators No. 18 & 19 (in B Concourse) have been shutdown for sometime, but as part of the NYS Grant. This Change Order No. 1 is to cover the labor escalations over three years, the work is now being done in the SIDA area and the project has to be done in two setups instead of one, requiring additional enclosure construction. The original contract was funded by PFC funds and PFC's will be sought for this additional work.

Ms. O'Connor made a motion to approve Change Order No. 1 for Contract 20-1047-GC for Terminal Escalator Replacement to Wainschaf Associates, Inc of Rensselaer, NY in the amount of \$205,964.64 (PFC funded). The motion was adopted unanimously.



12. Authorization of Federal and State Grants

13. Informational Only

Old Business:

New Business: None

Executive Session - Attorney-Client Privilege Matters

Chair Fresina made a motion to go into executive session to discuss:

ES-1 Personnel Matter (ACTION)

ES-2 Contract Negotiations - No Action

There being no further business, the meeting was adjourning at 1:40 p.m.



ALBANY COUNTY AIRPORT AUTHORITY

REGULAR MEETING

AGENDA

May 8, 2023

General:

- 3. Chairman's Remarks**
- 4. Approval of Minutes - Regular Meeting - April 10, 2023**
- 4. Communications and Report of Chief Executive Officer**

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- 6. Counsel**
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- 8. Public Affairs**
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 - 10.1 Lease Amendment: Lease Amendment No. 8 to Contract No. L-637 with Prescott Holdings, Inc.**
 - 10.2 Services Agreement No. SC-1133 Parking Equipment Maintenance**
 - 10.3 Construction Contract No. 1082-ESC - Terminal Expansion - Elevators & Escalators**
 - 10.4 Construction Contract No. 1114-GC - Air Cargo Pavement Rehabilitation**
 - 10.5 Purchase Order - State Contract No. PT68778 - North Parking Garage Video/Cameras**



10.6 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.

ADD-ON 10.7 Authorize the Authority to negotiate a Memo of Agreement for shared services with Albany County for Communications for the Expansion Project for the length of the project.

11. Authorization of Change Orders

11.1 Change Order No. 1 – Contract No. 1047-GC Terminal Escalator #18 & #19 Replacement

12. Authorization of Federal and State Grants - None

13. Informational Only

Old Business:

New Business:

Executive Session - Attorney-Client Privilege Matters

ES-1 Personnel Matter (ACTION)

ES-2 Contract Negotiations – No Action

AGENDA ITEM NO. 3

**Communications and
Report of Chief Executive Officer**



MEMO: June 12, 2023

TO: Albany County Airport Authority Board Members

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

- Operations, Enplanements and Finances

AGENDA ITEM NO. 4

Financials



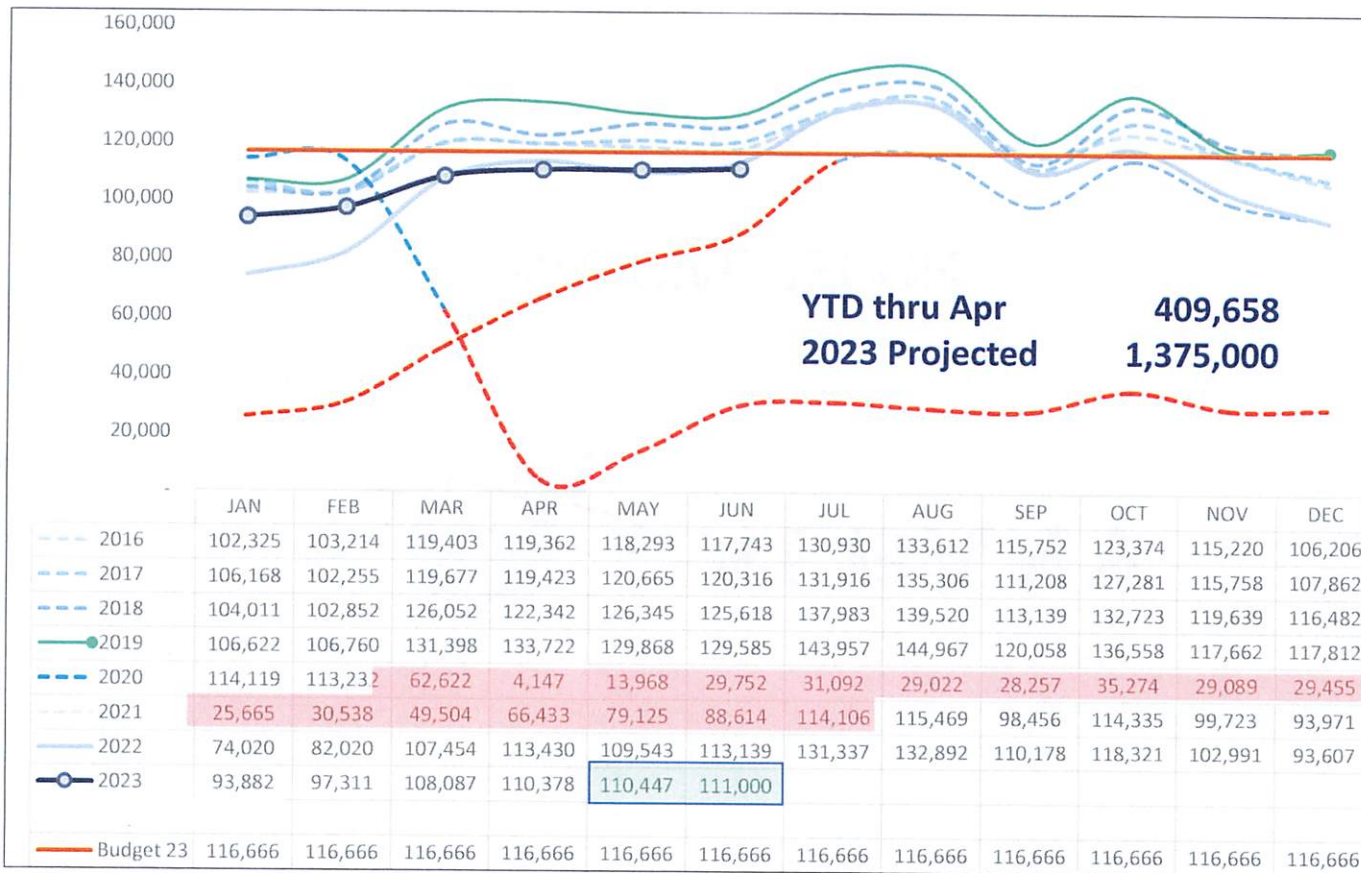
ALBANY
INTERNATIONAL AIRPORT

FINANCIAL REPORT

April 2023

June 12, 2023

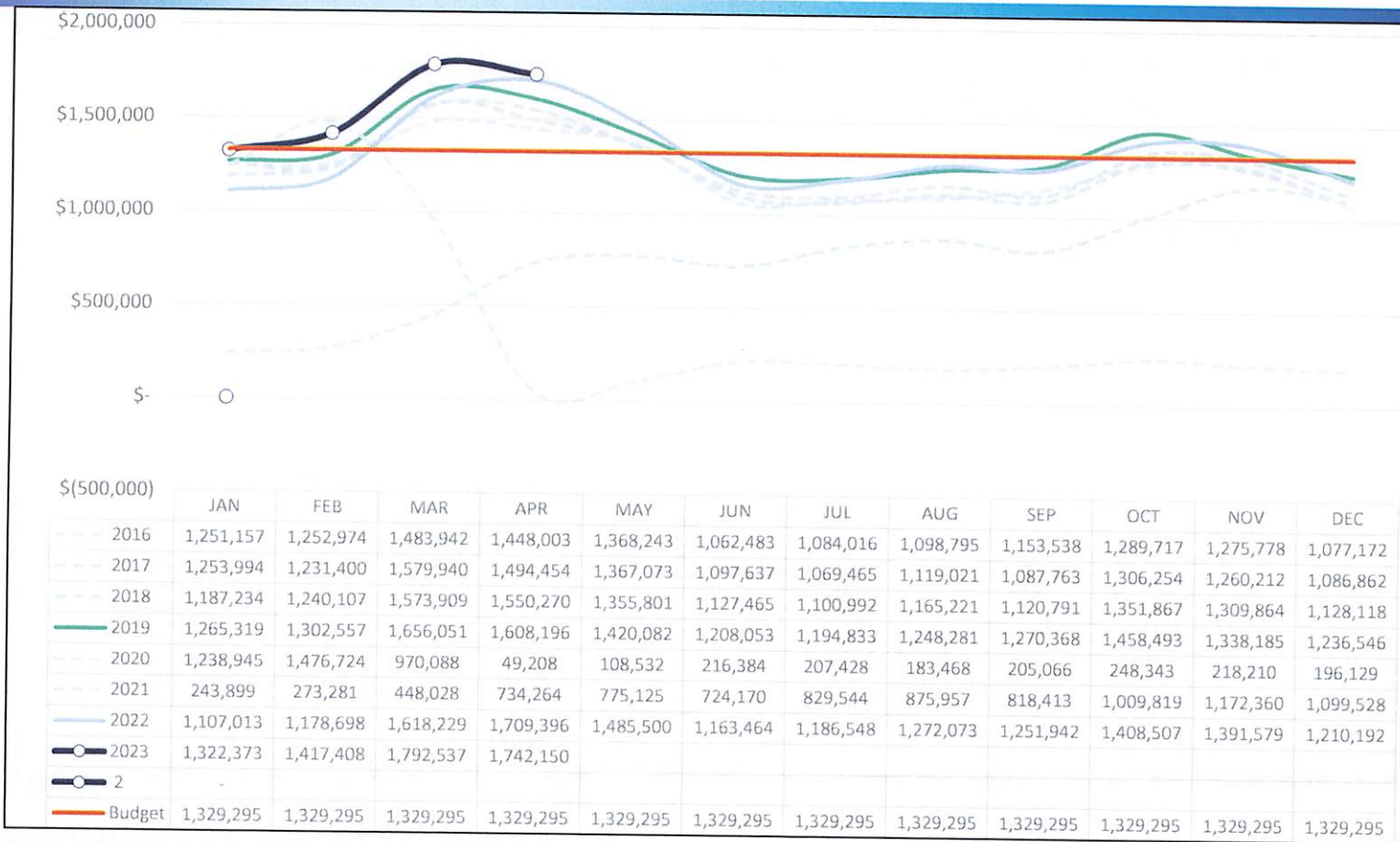
Monthly Enplanements



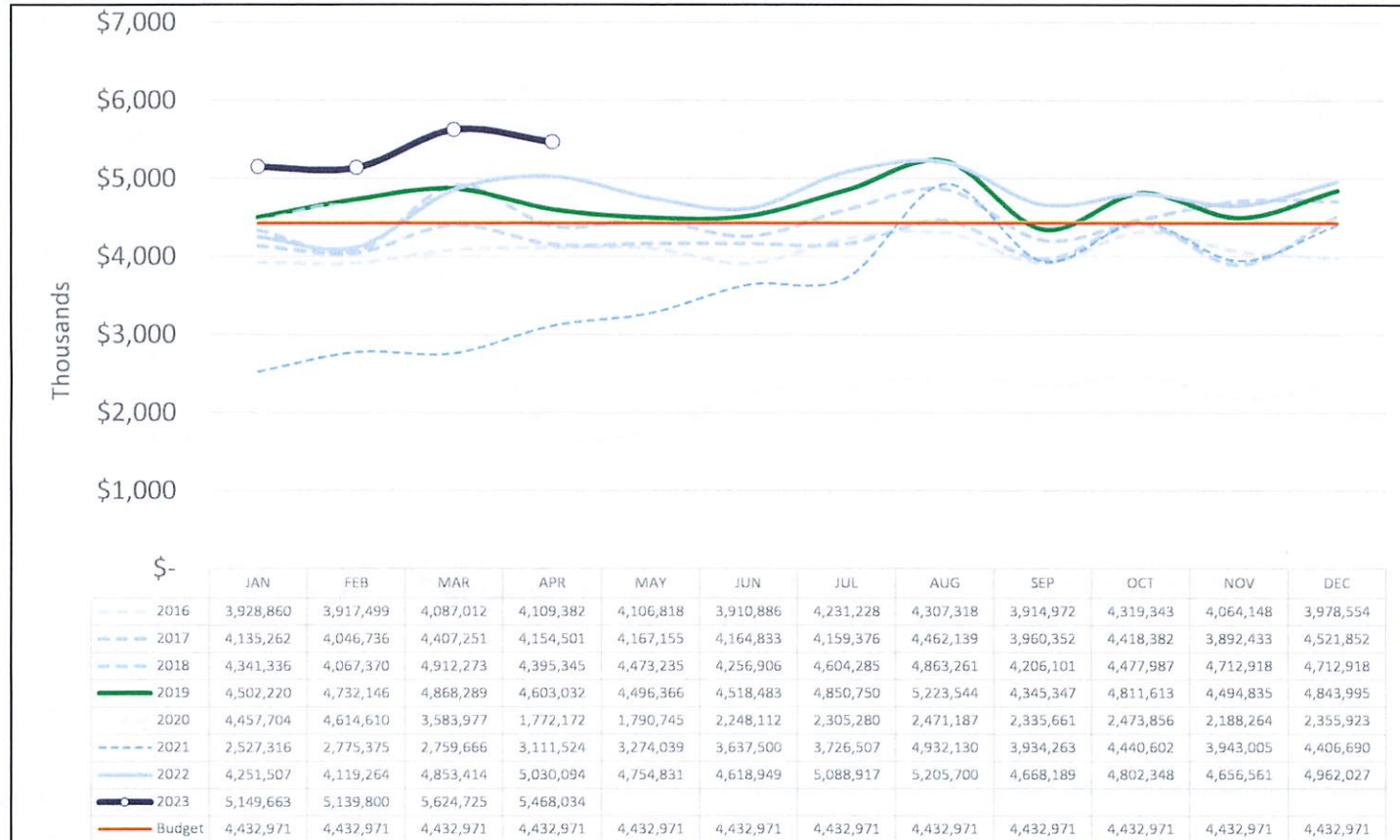
Monthly Jet A FBO only (gallons)



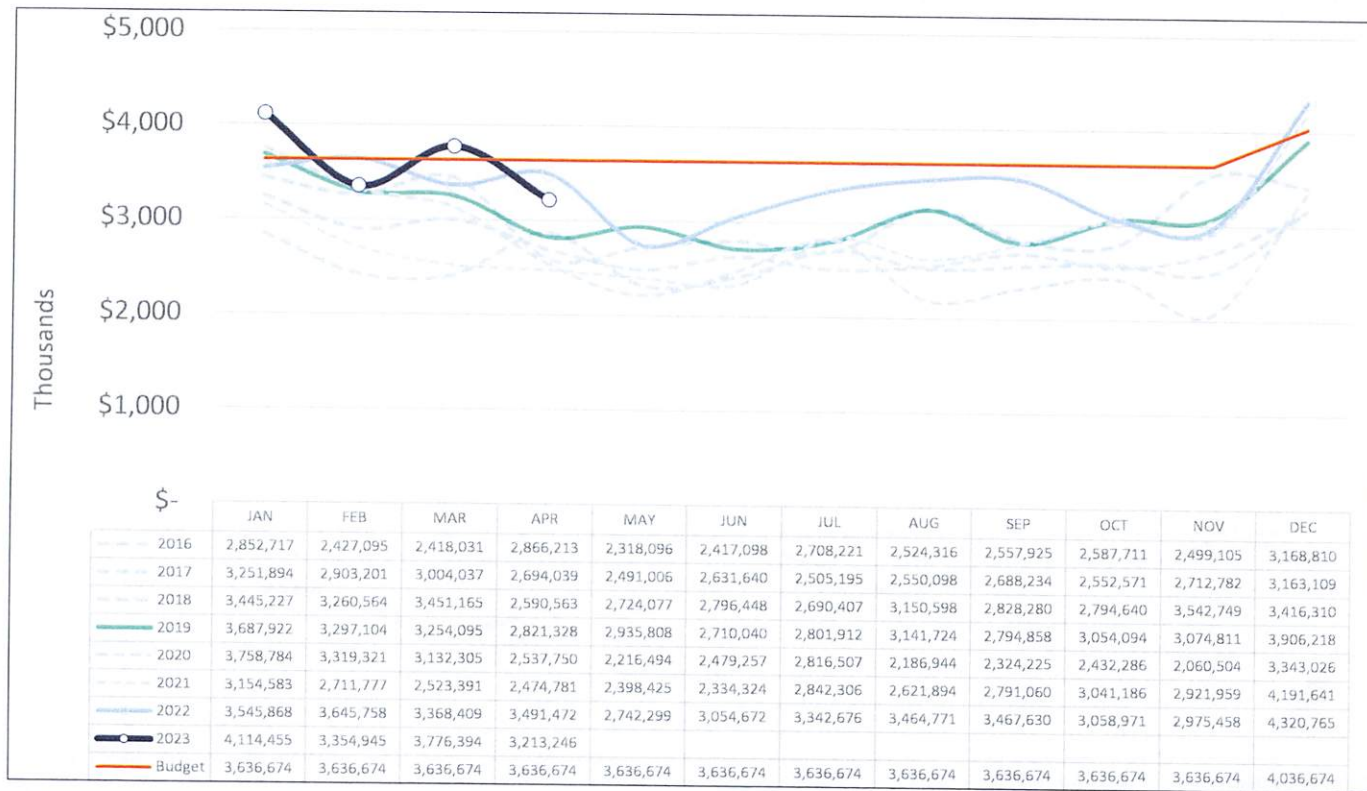
Parking Revenues



Operating Revenue (including FBO)

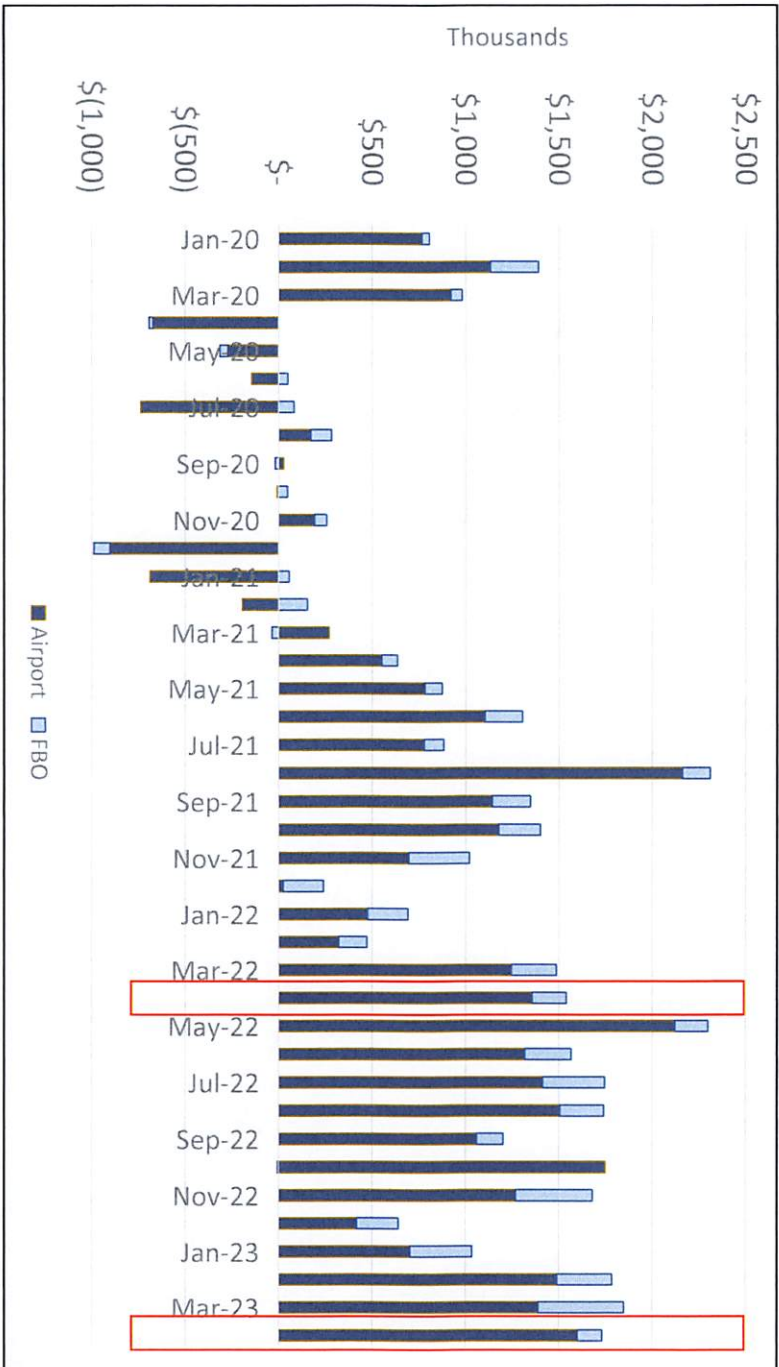


Operating Expense (including FBO)

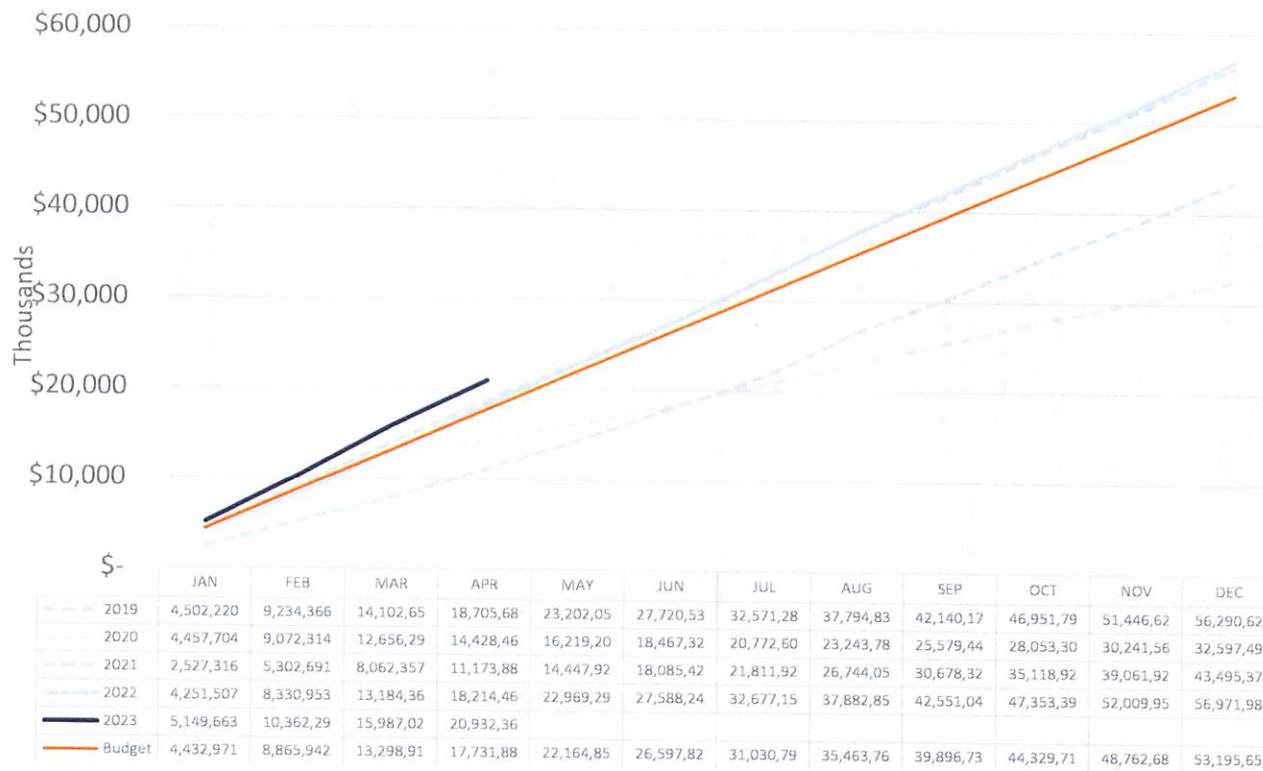




Operating Net Profit, Airport and FBO

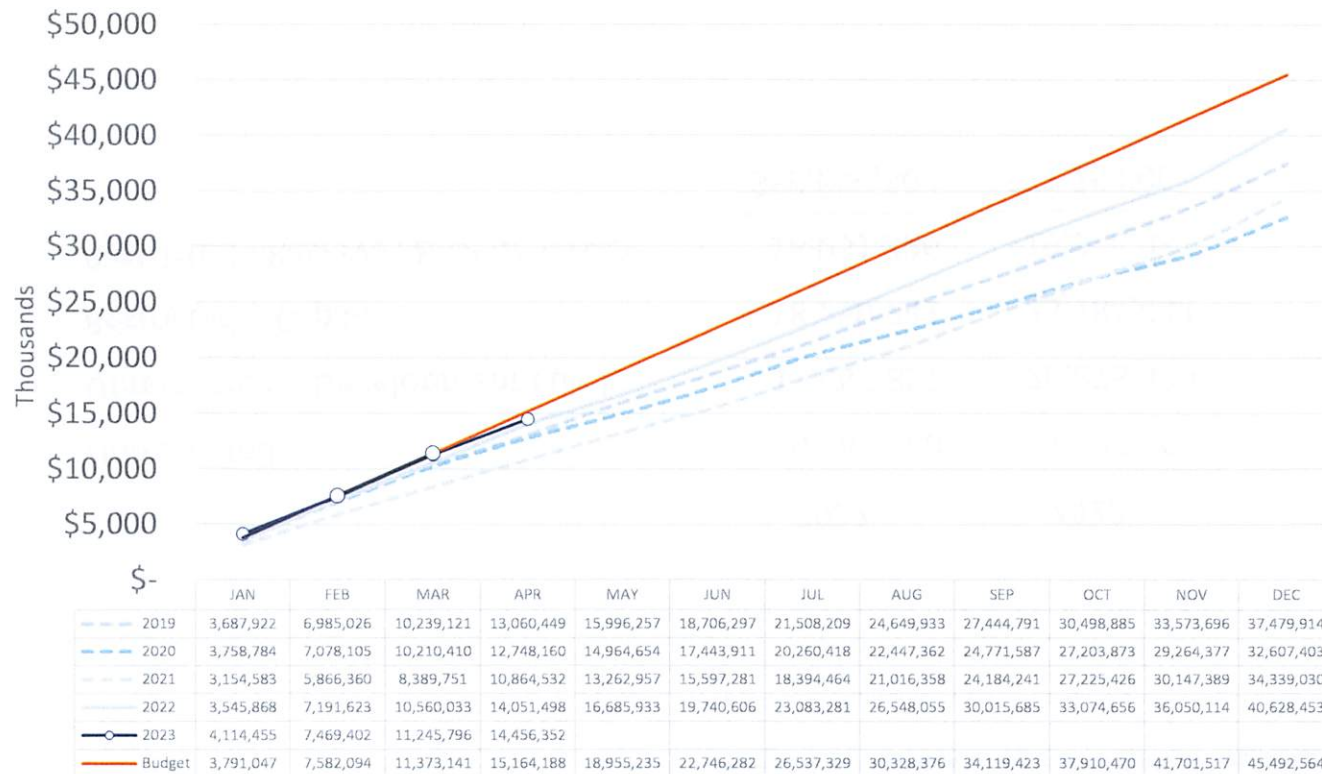


YTD Operating Revenue (excluding CARES) vs. YTD Budget (including FBO)





YTD Operating Expense vs. YTD Budget (including FBO)



Cash and Cash Equivalents - Operating



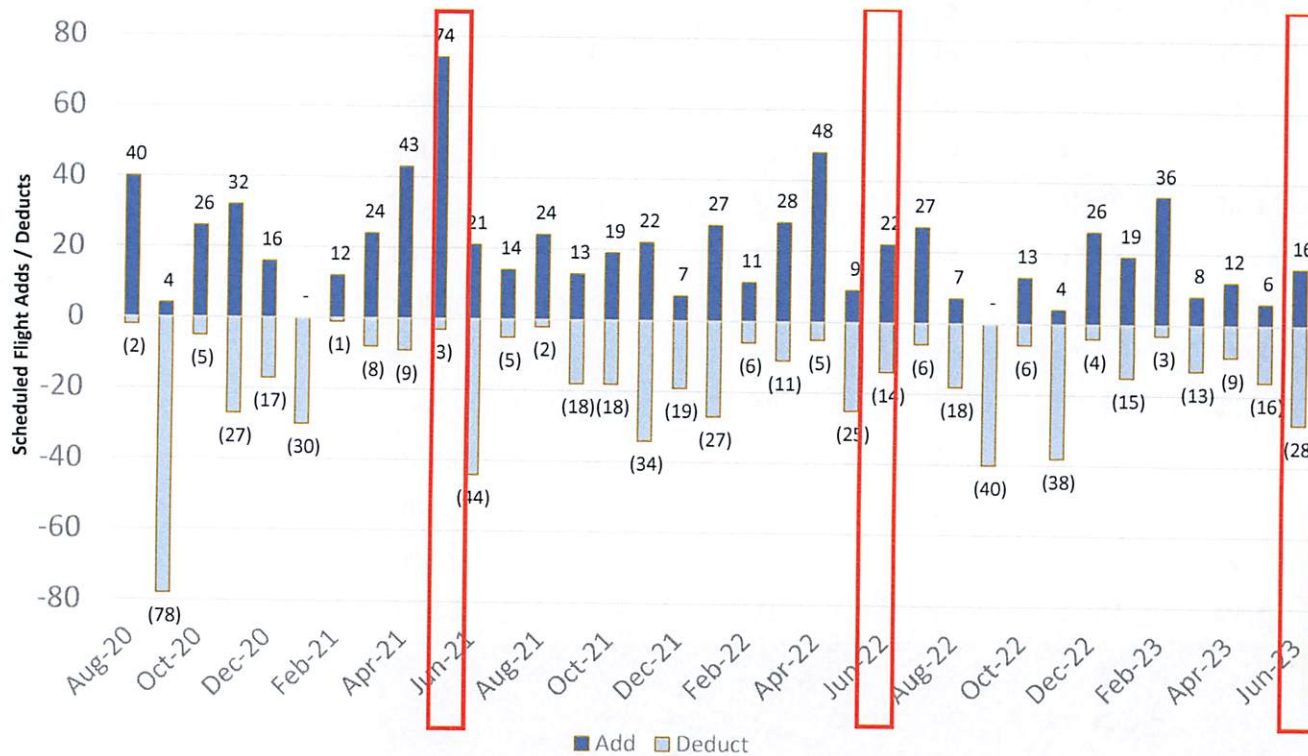
	2022	2023
Unrestricted	\$6,282,880	\$7,276,106
Unrestricted – Development Fund	17,065,857	20,875,430
Restricted – Capital	18,250,741	23,784,444
Restricted - Reserves & Debt Service	18,051,326	19,318,081
	<u>\$59,650,804</u>	<u>\$71,254,061</u>

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
Jan22	7	18	13	1,066	34.4	111,340	107,377K
Apr22	7	19	13	1,275	42.5	130,529	125,315K
May22	7	21	15	1,282	41.4	133,592	129,745K
Jun22	7	22	15	1,274	42.5	139,005	131,609K
Jul22	7	22	13	1,394	45.0	154,418	148,924K
Aug22	7	20	14	1,372	44.3	152,326	150,210K
Sep22	7	20	14	1,208	40.3	132,256	123,038K
Oct22	6	21	11	1,218	39.4	131,673	122,245K
Nov22	6	21	15	1,145	38.2	120,716	116,088K
Dec22	6	21	15	1,165	37.6	124,744	122,715
Jan23	6	19	13	1,140	36.8	120,608	116,740
Feb23	6	20	14	1,141	36.8	120,072	116,999
Mar23	6	20	14	1,321	42.6	140,331	136,110
Apr23	6	19	13	1,303	43.4	139,097	132,131

Weekly Scheduled Flight Adds and Deducts – Jun 2023



Beginning of Month 290

Weekly Flights Added

	EWR	7
	FLL	3
	CLT	2
	-	-
	Other	4
		<u>16</u>

Weekly Flights Reduced

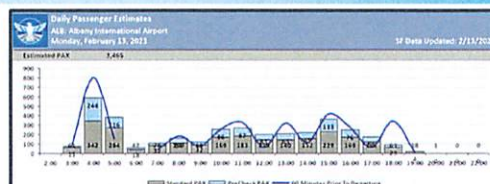
	LGA	(11)
	TPA	(6)
	MCO	(6)
	-	(-)
	Other	(5)
		<u>(28)</u>

End of Month 278

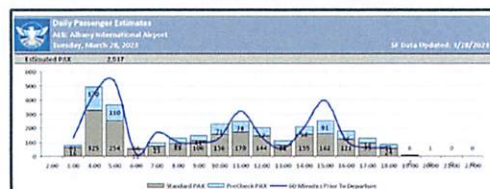


Daily Peak Period(s)

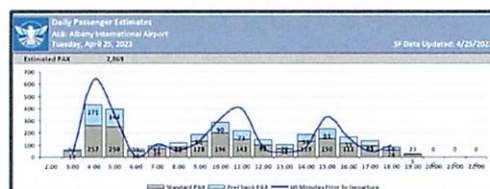
Mon, Feb 28, 2023



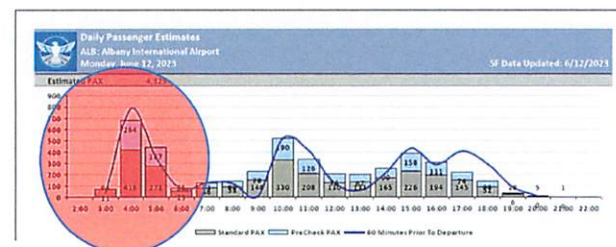
Tue, Mar 28, 2023



Tue, Apr 25, 2023

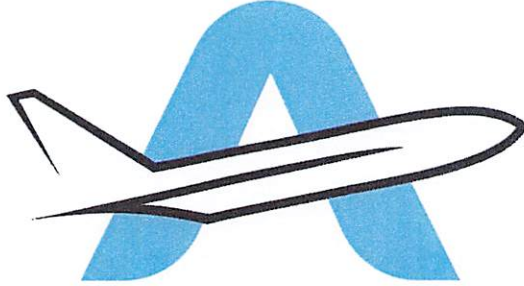


Mon, Jun 12, 2023



Thank You





ALBANY

INTERNATIONAL AIRPORT

Monthly Financial Report

April 2023

(dated May 23, 2023)

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May 23, 2023

ACAA Members
Philip F. Calderone, Esq.

INTRODUCTION

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

	2023 Current Year versus			
	2023	2022	2022	2022
	Month	Month	YTD	Prev.
	<u>Budget</u>	<u>Actual</u>		<u>12 Mo.</u>
Enplanements	(5.4%)	(2.7%)	8.7%	12.1%
Cargo	(13.4)	(2.4)	(5.2)	(6.1)
Operations	7.3	0.7	3.4	6.1

	Month	
	Mar22	Mar23
Destination Airports	18	20
Scheduled Monthly Flight	1,175	1,321
Average Daily Flights	37.9	42.6
Pax Lift (Pax Seats)	121,434	140,331
Enplanements	107,454	113,668

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 \$27,496,896 and equates to approximately 9.29 months of operating reserves (Notes to Financial Statements #2, Page 8).

Cash Position – Restricted

Restricted cash available for capital purposes is as follows:

Projects	\$ 13,153,028
Projects – PFC	9,255,464
Projects – Other	<u>1,375,952</u>
	\$22,784,444

Accounts Receivable

The Accounts Receivable balance is approximately 4.99 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	\$ 1,600,949	\$ 5,253,748
FBO Profit	<u>131,145</u>	<u>1,222,262</u>
	1,732,094	6,476,010
Other Rev/Exp (d.ser.)	1,150,004	571,311
Capital Contributions	1,725,630	2,440,233
Airline Incnt. Payts.	(31,078)	(119,569)
	<u>2,844,556</u>	<u>2,891,975</u>
	\$ 4,576,650	\$ 9,367,985*

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

Operating Revenues

Monthly operating revenues increased approximately \$247K from the same month the prior year. YTD operating revenues increased approximately \$2,031K over the same time period the prior year.

Airport Operating Expenses

Monthly operating expenses were approximately \$2,585K and \$2,583K for 2023 and 2022, respectively. YTD operating expenses were \$10,746K and \$10,735K for 2023 and 2022, respectively.

AIRPORT OPERATING BUDGET

Monthly airport operating revenues were favorable by approximately \$704K, due in large part to the increases in parking and terminal space rental revenue. Monthly airport operating expenses compared to budget were favorable by approximately \$359K.

YTD airport operating revenues were favorable by approximately \$2,073K. YTD airport operating expense were favorable by approximately \$1,027K.

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:

	2023 Current Year versus			
	2023 Budget	2022 Month	2022 YTD	2022 Prev. 12 Mo.
JetA (gals)	(25.0%)	(5.1%)	(5.5%)	(8.0%)
AvGas (gals)	30.5	34.3	4.9	31.4

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

The FBO had operating profits of \$131K and \$1,222K, for the month and year-to-date, respectively, both favorable as compared to the budget.

Monthly FBO operating revenues were unfavorable to budget by approximately \$192K, due in large part to JetA fuel sales. Monthly FBO COGS (cost of goods sold-fuel) compared to budget were favorable by approximately \$192K. Monthly FBO operating expenses compared to budget were favorable by approximately \$27K.

YTD FBO operating revenues were favorable to budget by approximately \$1,127K, due in large part to JetA fuel sales. YTD FBO COGS (cost of goods sold-fuel) compared to budget were unfavorable by approximately \$457K. YTD FBO operating expenses compared to budget were favorable by approximately \$137K.

PASSENGER AIRLINE SCHEDULES

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

		Begin	+	-	End
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
Jul22	(week#22-31)	300	27	(6)	321
Aug22	(week#22-35)	321	7	(18)	310
Sep22	(week#22-39)	310	-	(40)	270
Oct22	(week#22-44)	270	13	(6)	277
Nov22	(week#22-48)	277	4	(38)	243
Dec22	(week#22-52)	243	26	(4)	265
Jan23	(week#23-04)	265	19	(15)	269
Feb23	(week#2308)	269	36	(3)	302
Mar23	(week#2312)	302	8	(13)	297
Apr23	(week#2316)	297	12	(9)	300
May23	(week#2321)	300	6	(16)	290
Jun23	(week#2325)	290	16	(28)	278

PROJECTIONS

2022 and 2023 enplanement projections are as follows:

	2023	2024
Jan 2023	1,400,000	1,450,000
Feb2023	1,400,000	1,450,000
Mar 2023	1,400,000	1,450,000
Apr 2023	1,375,000	1,450,000
May2023	-	-
Jun 2023	-	-
Jul 2023	-	-
Aug 2023	-	-
Sep 2023	-	-
Oct 2023	-	-
Nov 2023	-	-
Dec2023	-	-

BOND RATINGS

Apr21	Moody's	A3	Stable
Mar20	S&P Global Ratings	A-	Negative
Apr21	S&P Global Ratings	A-	Stable
Aug22	S&P Global Ratings	A	Stable
	Fitch		Not Rated

FULL TIME FILLED POSITIONS

Workforce consists of the following Full-Time Filled positions:

	<u>Begin</u>	<u>+</u>	<u>-</u>	<u>End</u>
Mar 2022	173	2	(5)	170
Apr 2022	170	3	(2)	171
May 2022	171	7	(3)	175
Jun 2022	175	4	(2)	177
Jul 2022	173	-	(3)*	174
Aug 2022	174	8	(1)	181
Sep 2022	181	5	(3)	183
Oct 2022	187 ⁽¹⁾	6	(10)	184
Thru Week 50	184	-	(3)	181
Thru Week 23-02	181	-	(2)	179
Thru Week 23-06	179	-	-	181
Thru Week 23-10	181	4	(1)	184
Thru Week 23-18	184	13	11	186

(1) 4 position adjustment

*adjustment

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	104.2	168.6	95.5	177.6	142.3	208.4
Mar22	65.5	117.1	81.9	149.3	148.5	237.6
Apr22	46.8	70.7	69.8	119.0	122.9	196.6
May22	31.8	38.4	59.9	93.6	101.2	161.5
Jun22	18.1	21.7	49.6	43.3	82.2	136.7
Jul22	7.8	15.1	40.3	61.0	65.5	107.1
Aug22	12.4	15.1	35.6	51.7	54.5	83.7
Sep22	18.5	10.6	33.4	31.4	47.4	21.8
Oct22	13.8	4.9	30.9	39.8	40.0	53.1
Nov22	8.4	3.3	28.5	35.7	32.8	41.6
Dec22	5.8	(0.4)	26.2	32.2	26.2	32.2
Jan23		26.8		26.8		27.9
Feb23		15.7		18.4		18.9
Mar23		0.6		13.6		17.0

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

	<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>

Cargo (tons)

	<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	(7.3)	(14.3)	(7.3)	(14.3)	4.1	3.3
Feb22	3.3	(0.3)	(2.5)	(8.0)	4.0	2.6
Mar22	(0.8)	(8.5)	(1.8)	(8.2)	2.6	0.1
Apr22	(6.7)	(24.2)	(3.3)	(12.8)	0.5	(4.6)
May22	(6.3)	(18.7)	(3.9)	(14.1)	(0.4)	(7.1)
Jun22	(3.1)	(6.8)	(3.7)	(14.6)	(0.8)	(7.8)
Jul22	(5.5)	(14.5)	(4.0)	(13.0)	(1.3)	(9.1)
Aug22	(1.1)	(0.1)	(3.7)	(11.5)	(1.7)	(9.0)
Sep22	(2.5)	(2.3)	(3.5)	(11.7)	(2.3)	(9.5)
Oct22	(5.7)	(5.6)	(3.9)	(10.0)	(2.8)	(8.3)
Nov22	(3.4)	(0.8)	(3.8)	(9.2)	(3.4)	(8.4)
Dec22	(9.2)	(3.0)	(4.2)	(8.5)	(4.2)	(8.5)

* adjusted

Albany County Airport Authority
Statements of Net Position

	Unaudited April 30, 2022	Unaudited April 30, 2023
<u>ASSETS</u>		
CURRENT ASSETS		
Unrestricted Assets		
Cash and cash equivalents	\$6,282,880	\$7,276,106
Development Fund	17,065,857	20,875,430
Accounts Receivable - net	1,631,879	1,062,435
Lease Receivable	2,683,477	2,567,186
Prepaid Expenses	1,044,585	1,469,753
Total Unrestricted Assets	28,708,678	33,250,910
Restricted Assets		
Operating and Renewal Reserves	7,287,391	8,242,419
CFC Funds	449,786	457,344
Capital Funds	7,803,256	13,153,028
PFC Funds	9,094,272	9,255,464
Revenue Bond Funds	10,763,835	11,075,662
FAA Restricted Funds	203,948	207,375
Concession Improvement Funds	699,479	711,233
Total Restricted Assets	36,301,967	43,102,525
Total Current Assets	65,010,645	76,353,435
NON-CURRENT ASSETS		
Capital Assets	277,314,268	269,479,989
Lease Receivable	20,212,167	18,404,031
Prepaid Expenses	209,668	194,232
Total Non-Current Assets	297,736,103	288,078,252
Total Assets	362,746,748	364,431,687
<u>DEFERRED OUTFLOWS OF RESOURCES</u>		
Refunding	1,344,959	959,399
OPEB Expenses	391,588	1,025,989
Pension Expenses	1,136,675	1,048,107
Total Deferred Outflows of Resources	2,873,222	3,033,495
TOTAL ASSETS AND DEFERRED OUTFLOWS	365,619,970	367,465,182
<u>LIABILITIES AND NET ASSETS</u>		
CURRENT LIABILITIES		
Payable from Unrestricted Assets	5,487,990	5,631,130
Payable from Restricted Assets	11,268,546	11,343,367
Total Current Liabilities	16,756,536	16,974,497
NON-CURRENT LIABILITIES		
Bonds and other debt obligations	68,233,168	59,817,198
Net OPEB Liability	5,750,339	6,115,332
Net Pension Liability - proportionate share	102,715	(242,651)
Total Non-Current Liabilities	74,086,222	65,689,879
Total Liabilities	90,842,758	82,664,376
<u>DEFERRED INFLOWS OF RESOURCES</u>		
Concession Improvement Funds	726,295	819,947
OPEB Expenses	1,156,601	1,275,576
Pension Expenses	1,093,887	1,246,137
Leases	22,400,114	20,221,742
Total Deferred Inflows of Resources	25,376,897	23,563,402
<u>NET POSITION</u>		
Invested in Capital Assets, net of Related Debt	208,547,587	214,189,007
Restricted	26,212,415	27,481,108
Unrestricted	14,640,313	19,567,289
Net Position	249,400,315	261,237,404
TOTAL LIABILITIES, DEFERRED INFLOWS AND NET POSITION	\$ 365,619,970	\$ 367,465,182

Albany County Airport Authority
2023 Summary of Revenues, Expenses and Net Results
For the four months ended April 30, 2023

	Current Month			Year to Date		
	2023 Budget	2022 Actual	2023 Actual	2023 Budget	2022 Actual	2023 Actual
<u>AIRPORT</u>						
OPERATING REVENUES						
Airline	\$ 953,595	\$ 1,102,364	\$ 1,282,294	\$ 3,814,382	\$ 4,271,126	\$ 5,205,169
Non-Airline	2,527,970	2,836,070	2,903,446	10,111,878	9,697,113	10,794,536
Total Revenues	3,481,565	3,938,434	4,185,740	13,926,260	13,968,239	15,999,705
OPERATING EXPENSES						
Personal Services	962,888	824,997	912,536	3,851,552	3,509,910	3,380,938
Employee Benefits	493,446	468,960	442,332	1,973,782	1,770,739	1,796,471
Utilities & Communications	201,463	208,272	162,966	805,851	1,072,862	1,160,648
Purchased Services	550,841	489,222	488,066	2,203,363	1,699,834	1,845,564
Material & Supplies	499,112	400,497	422,750	1,996,447	2,006,186	1,740,452
Office	89,557	69,374	43,623	358,226	274,131	248,474
Administration	82,372	80,747	93,776	329,488	313,215	357,572
Non-Capital Equipment	63,625	40,727	18,742	254,500	87,860	215,838
Total Expenses	2,943,304	2,582,796	2,584,791	11,773,209	10,734,737	10,745,957
AIRPORT OPERATING RESULTS	538,261	1,355,638	1,600,949	2,153,051	3,233,502	5,253,748
FBO OPERATING RESULTS	103,663	182,984	131,145	414,651	929,453	1,222,262
TOTAL OPERATING RESULTS	641,924	1,538,622	1,732,094	2,567,702	4,162,955	6,476,010
OTHER REVENUES (EXPENSES)						
Interest Earnings	117,119	6,414	130,537	468,477	17,903	480,133
Passenger Facility Charges	374,992	303,367	303,456	1,499,966	1,213,468	1,213,824
ACAA Debt Service	(835,222)	(835,018)	(835,222)	(3,340,875)	(3,340,072)	(3,340,888)
Grant Income	435,871	11,400	1,520,533	1,743,486	45,600	2,095,442
Improvement Charges	-	30,700	30,700	-	122,800	122,800
Total Other Revenues(Expenses)	92,760	(483,137)	1,150,004	371,054	(1,940,301)	571,311
INCOME/(LOSS) BEFORE CAPITAL CONTRIBUTIONS	734,684	1,055,485	2,882,098	2,938,756	2,222,654	7,047,321
AIRLINE INCENTIVES	(33,333)	(22,636)	(31,078)	(133,334)	(81,688)	(119,569)
CAPITAL CONTRIBUTIONS	-	-	1,725,630	-	77,722	2,440,233
INCREASE (DECREASE) IN NET POSITION	\$ 701,351	\$ 1,032,849	\$ 4,576,650	\$ 2,805,422	2,218,688	9,367,985
NET POSITION, BEGINNING OF PERIOD					247,181,627	251,869,419
NET POSITION, END OF PERIOD					\$ 249,400,315	\$ 261,237,404
RECONCIATION TO AIRLINE FUNDS REMAINING:						
NET RESULTS BEFORE RESERVES	734,684	1,055,485	2,882,098	2,938,756	2,222,654	7,047,321
Less: Capital Improvements	(287,072)	(275,000)	(287,072)	(1,148,286)	(1,100,000)	(1,148,286)
Less: Reserve Requirements	(71,443)	(43,789)	(71,443)	(285,771)	(175,156)	(285,771)
NET RESULTS	376,170	736,696	2,523,584	1,504,699	947,498	5,613,264
Revenue Sharing:						
Transfer to/from Airlines (50%)	188,085	368,348	1,261,792	752,350	473,749	2,806,632
Authority Share (50%)	188,085	368,348	1,261,792	752,350	473,749	2,806,632
Less: Airline Incentives	(33,333)	(22,636)	(31,078)	(133,334)	(81,688)	(119,569)
Net Authority Share	\$ 154,752	\$ 345,712	\$ 1,230,714	\$ 619,016	\$ 392,061	\$ 2,687,063

Albany County Airport Authority
Operating Revenues
For the four months ended April 30, 2023

	Current Month			Year to Date		
	2023 Budget	2022 Actual	2023 Actual	2023 Budget	2022 Actual	2023 Actual
AIRLINE REVENUES						
COMMERCIAL						
Landing Fees-Signatory	\$ 467,201	\$ 447,320	\$ 538,595	\$ 1,868,805	\$ 1,544,310	\$ 2,012,440
Landing Fees-Non Signatory	5,230	0	0	20,920	0	0
Airline Apron Fees	72,926	65,412	69,361	291,705	261,649	277,443
Glycol Disposal Fee	25,120	15,297	2,693	100,479	172,741	232,118
CARGO						
Landing Fees-Signatory	0	48,748	56,462	0	187,462	222,914
Landing Fees-Non Signatory	0	3,693	3,280	0	13,894	13,074
TERMINAL						
Loading Bridges	59,389	48,040	59,389	237,558	192,160	237,558
Space Rental	322,979	473,853	552,108	1,291,916	1,895,412	2,208,434
Non-Signatory Per Turn Fee	750	0	406	3,000	3,498	1,189
TOTAL AIRLINE REVENUES	953,595	1,102,364	1,282,294	3,814,382	4,271,126	5,205,169
NON-AIRLINE REVENUES						
AIRFIELD						
Tenant Maintenance	2,500	3,608	0	10,000	45,853	20,957
Total Airfield	2,500	3,608	0	10,000	45,853	20,957
TERMINAL						
Utility Reimbursement	2,000	2,766	2,880	8,000	10,340	12,257
Tenant Maintenance	1,713	0	0	6,853	0	2,180
Space Rent - Non Airline	73,160	69,634	18,851	292,639	278,901	76,012
Space Rent - Fixed Non Airline	0	0	47,130	0	0	188,518
Food & Beverage	83,125	102,496	106,149	332,500	337,433	402,573
Retail	73,625	85,884	95,448	294,500	257,483	312,598
Advertising	9,050	9,050	0	36,200	37,157	0
ATM	1,650	1,702	1,893	6,600	3,870	6,858
Operating Permits	18,300	38,470	31,911	73,200	76,025	122,020
Vending Machines	2,328	2,151	0	9,310	7,250	4,515
Baggage Cart Rentals	1,306	982	958	5,225	3,946	3,886
Total Terminal	266,257	313,135	305,219	1,065,027	1,012,405	1,131,418
GROUND TRANSPORTATION						
Parking	1,329,295	1,709,396	1,742,150	5,317,180	5,616,006	6,274,518
Rental Cars	427,500	362,214	389,213	1,710,000	1,154,873	1,387,392
Access Fees	17,136	13,704	672	68,543	71,664	71,873
TNCs	20,188	6,939	24,643	80,750	59,705	96,915
Garage Space Rent	8,376	8,445	6,911	33,505	33,781	27,644
Garage Kiosk Rent	0	0	1,800	0	0	7,200
Total Ground Transportation	1,802,494	2,100,698	2,165,390	7,209,977	6,936,029	7,865,543
OTHER AIRPORT						
Telephone System - Tenants	3,496	4,454	4,397	13,982	17,895	17,679
Building Rental	11,686	11,367	11,643	46,745	45,456	46,562
Control Tower Rental	67,983	55,481	64,595	271,934	221,925	258,381
Air Cargo Facility	43,750	39,701	41,707	175,000	159,419	171,842
State Executive Hangar	103,924	103,924	103,924	415,694	415,694	415,694
T Hangars	10,937	10,973	11,844	43,750	45,017	52,205
Tie Downs	241	248	252	964	993	1,009
AV Gas Fuel Sales	0	0	0	0	140	0
Industrial Park	44,617	48,422	47,396	178,466	191,221	175,138
Land Rental	36,640	48,378	40,714	146,560	191,845	165,700
Eclipse Hangar	25,141	25,141	26,157	100,565	100,565	104,628
Hangar Rental	82,332	46,275	48,954	329,327	185,099	195,818
Antenna Space Rental	0	0	6,827	0	0	27,308
Internet and Cable Access	775	775	775	3,100	2,100	2,100
Fingerprinting	2,083	3,000	3,448	8,333	11,429	11,039
Tenant Maintenance	167	0	0	667	0	0
Ebay/Scrap/Equipment Sales	417	13	0	1,667	1,278	917
Utility Reimbursement	13,750	17,626	17,394	55,000	90,492	98,651
Reimb of Property Taxes	2,113	0	0	8,452	14,339	26,819
Other	6,667	2,851	2,809	26,667	7,918	5,129
Total Other Airport	456,718	418,629	432,837	1,826,874	1,702,826	1,776,619
TOTAL NON AIRLINE REVENUES	2,527,970	2,836,070	2,903,446	10,111,878	9,697,113	10,794,536
TOTAL REVENUES	\$ 3,481,565	\$ 3,938,433	\$ 4,185,740	\$ 13,926,260	\$ 13,968,239	\$ 15,999,706

Albany County Airport Authority
FBO Results
For the four months ended April 30, 2023

	Current Month			Year to Date		
	2023 Budget	2022 Actual	2023 Actual	2023 Budget	2022 Actual	2023 Actual
REVENUES						
Retail Fuel						
Jet A Fuel Sales	\$ 505,000	\$ 710,521	\$ 440,324	\$ 2,020,000	\$ 2,089,413	\$ 1,825,357
AvGas Fuel Sales	21,233	28,512	35,065	84,933	92,064	94,558
Commercial AvGas Fuel Sales	1,750	2,171	2,611	7,000	7,383	5,071
Auto & Diesel Fuel Sales	19,583	17,744	16,345	78,333	115,717	108,550
Retail Fuel Sales	547,567	758,948	494,345	2,190,267	2,304,576	2,033,536
Into Plane Fees	45,000	63,435	64,690	180,000	222,565	241,995
Fuel Farm Fees	57,625	69,061	71,380	230,500	265,564	274,074
General Aviation Landing Fees	25,000	24,821	27,641	100,000	89,357	119,393
Aircraft Parking Fees	42,298	36,327	43,068	169,191	147,476	171,651
Deicing Services	180,254	107,572	20,617	721,017	1,053,009	1,887,685
FBO Properties	44,913	29,413	27,282	179,652	125,409	131,326
FBO Services	8,750	2,084	10,577	35,000	38,265	72,998
TOTAL REVENUES	951,406	1,091,660	759,600	3,805,626	4,246,221	4,932,657
COST OF SALES						
Fuel Costs - Jet A	274,167	425,290	226,081	1,096,667	1,063,975	980,469
Fuel Discounts - Jet A	33,333	19,443	13,727	133,333	87,897	53,716
Fuel Costs - SAF	0	0	0	0	0	0
Fuel Costs - AvGas	15,102	23,007	26,162	60,407	67,325	74,264
Fuel Discounts - AvGas	370	589	0	1,478	2,173	1,780
Fuel Costs - Commercial AvGas	1,250	1,669	1,046	5,000	5,777	4,119
Fuel Costs - Auto & Diesel	10,000	12,882	11,835	40,000	86,567	83,858
Total Fuel Costs	334,221	482,880	278,851	1,336,885	1,313,714	1,198,206
Deicing Costs - Type I & IV	153,998	49,057	16,190	615,993	691,288	1,211,712
Customs Garbage, Oil & Other	375	0	1,175	1,500	0	1,175
Total Cost of Sales	488,594	531,937	296,216	1,954,377	2,005,002	2,411,093
Net Operating	462,812	559,723	463,384	1,851,249	2,241,219	2,521,564
CATEGORY						
Personal Services						
Salaries	151,014	131,598	160,676	604,058	437,876	544,117
Overtime	17,116	4,125	26,635	68,465	45,184	91,479
Total Personal Services	168,131	135,723	187,312	672,523	483,060	635,595
Employee Benefits	59,282	38,306	37,764	237,128	159,901	172,686
Utilities & Communications	6,782	9,136	10,347	27,129	48,031	46,646
Purchased Services	51,764	83,924	42,404	207,056	192,039	155,015
Materials & Supplies						
Buildings	9,384	36,517	3,622	37,535	135,158	47,577
Grounds	3,167	0	2,425	12,667	688	3,480
Vehicles	39,058	32,930	20,845	156,230	146,856	115,805
Total Materials & Supplies	51,608	69,447	26,892	206,432	282,701	166,862
Administrative Expenses	13,497	34,684	27,521	53,990	131,983	122,498
Non-Capital Equipment	8,085	5,520	0	32,339	14,053	0
TOTAL EXPENSES	359,149	376,739	332,239	1,436,597	1,311,767	1,299,302
FBO Net Direct Cost	\$ 103,663	\$ 182,984	\$ 131,145	\$ 414,651	\$ 929,453	\$ 1,222,262

ALBANY COUNTY AIRPORT AUTHORITY
Airport and FBO Operating Variances
YTD Budget vs. Actual
For the 4 month period ending April 30, 2023

	Budget	Actual	Variance
Airport Operating Revenue			
31 03011 Long Term Parking	3,966,250	5,121,710	1,155,460
31 01035 Glycol Disposal Fee	100,479	232,118	131,640
31 02052 Food & Beverage Concession	332,500	402,573	70,073
31 03010 Short Term Parking	370,500	420,413	49,913
31 02062 Operating Permits	73,200	122,020	48,820
31 03405 Utility Reimbursements	55,000	98,651	43,651
31 02010 Airline Space Rental	1,618,991	1,650,728	31,736
31 03024 Off-Airport Parking Facilities	23,750	50,198	26,448
31 03410 Reimbursement of Property Taxes	2,113	26,819	24,706
31 01050 Land Rental	146,560	165,700	19,139
31 02053 Retail Concession	294,500	312,598	18,098
31 03027 TNCs	80,750	96,915	16,165
31 03500 Tenant Maintenance	8,427	23,137	14,710
31 03022 Hotels	3,250	16,900	13,650
31 03100 T-Hangar Rentals	43,750	52,205	8,455
31 02025 Utility Reimbursement	8,000	12,257	4,257
31 01075 Eclipse Hangar Rental	100,565	104,628	4,063
31 02100 Telephone - Monthly Service	13,982	17,058	3,076
31 09001 Fingerprinting	8,333	11,039	2,706
31 03021 Limousines	2,351	4,522	2,171
31 02105 Telephone - Monthly Usage	0	621	621
31 02064 ATM Income	6,600	6,858	258
31 09008 Ebay/Scrap/Equipment Sales	833	917	84
31 03200 Tie Downs	964	1,009	45
31 01071 Hangar Maintenance NYS Executiv	41,333	41,333	0
31 02012 Baggage Claim Room	557,706	557,706	0
31 02011 Rental of Boarding Bridges	237,558	237,558	0
31 01060 Building Rental	46,745	46,562	(183)
31 02030 Non Signatory Per Turn Fee	1,500	1,189	(311)
31 02063 Internet & Cable Access	3,100	2,100	(1,000)
31 02057 Baggage Cart Concession	5,225	3,886	(1,339)
31 02056 Vending Machine Concession	6,983	4,515	(2,467)
31 01065 NE Quad Cargo Facility	175,000	171,842	(3,158)
31 03300 Industrial Park	178,466	175,138	(3,328)
31 03040 Garage Space Rent	33,505	27,644	(5,860)
31 03020 Contract Taxi	8,556	253	(8,303)
31 01055 Control Tower Rental	271,934	258,381	(13,553)
31 01021 Apron Parking Fees - Commercial	291,705	277,443	(14,262)
31 09005 Miscellaneous Income	26,667	5,129	(21,537)
31 03014 Employee Parking	30,430	4,810	(25,620)
31 01010 Landing Fees - Commercial/Signatc	2,090,000	2,012,440	(77,560)
31 01070 Hanger Rental NYS Executive Hang	703,688	570,179	(133,510)
31 02020 Non-Airline Space Rental	292,639	76,012	(216,627)
31 03013 Economy Parking	950,000	727,488	(222,512)
31 02051 Rental Car Concession	1,710,000	1,387,392	(322,608)
	14,924,388	15,540,595	616,207
FBO Operating Revenue			
31 01540 Deicing Services-GA Retail	383,925	1,142,816	758,891
31 01541 Deicing Type I - Consortium	244,350	534,263	289,913
31 01542 Deicing Type IV - Sprayed	20,987	98,473	77,486
31 01520 Into Plane Revenues	180,000	241,995	61,995
31 01543 Deicing Type IV - Consortium	56,450	112,132	55,682
31 01521 Fuel Farm Revenues	230,500	274,074	43,574
31 01550 Customer Services	35,000	72,998	37,998
31 01513 Diesel Fuel Sales	50,000	76,764	26,764
31 01530 GA Landing Fees	100,000	119,393	19,393
31 01511 AvGas Fuel Sales	84,933	94,558	9,624
31 01512 Auto Gas Fuel Sales	28,333	31,786	3,452
31 01535 GA Parking Fees	169,191	171,651	2,460
31 01514 AvGas Fuel Sales-Commercial	5,250	5,071	(179)
31 01545 Properties	179,652	131,326	(48,326)
31 01510 Jet A Fuel Sales	2,020,000	1,825,357	(194,643)
	3,788,572	4,932,657	1,144,085
	18,712,960	20,473,252	1,760,292

ALBANY COUNTY AIRPORT AUTHORITY
Airport and FBO Operating Variances
YTD Budget vs. Actual
For the 4 month period ending April 30, 2023

		Budget	Actual	Variance	
Airport Operating Expenses					
<u>Salaries Expense</u>					
34	11000	Salaries	3,489,072	2,980,415	508,657
34	11005	Part Time/Seasonal Salaries	54,659	27,862	26,796
34	12020	Overtime 2.0	11,801	22,100	(10,299)
34	12010	Overtime 1.5	204,290	349,633	(145,344)
			<u>3,759,822</u>	<u>3,380,011</u>	<u>379,811</u>
<u>Other Employee Expenses</u>					
35	26030	Workers Compensation	206,931	131,538	75,393
35	22000	Health Insurance	1,031,429	992,720	38,709
35	21000	Social Security	281,729	252,862	28,868
35	26020	Unemployment Insurance	60,276	43,187	17,089
35	25000	Uniforms & Laundry	19,258	9,322	9,936
35	22200	Dental Insurance	14,810	13,473	1,336
35	23000	Health Insurance - AFLAC	2,166	2,017	150
35	22105	Other Post Employment Benefits (O	58,198	58,198	0
35	25005	Uniform Purchases	8,535	8,935	(400)
35	24010	Employee EAP Program	81	613	(532)
35	22300	Health Insurance - Vision	2,306	4,000	(1,694)
35	24000	Medical Exams/Abstracts	4,792	6,890	(2,098)
35	29001	Retirement	88,044	95,507	(7,463)
35	29000	NYS Retirement	107,103	118,842	(11,739)
35	26010	NYS Disability	40,898	58,367	(17,469)
			<u>1,926,556</u>	<u>1,796,471</u>	<u>130,086</u>
<u>Utilities</u>					
36	36020	Telephone Repairs	14,884	2,751	12,133
36	36032	Internet Access	24,700	19,264	5,436
36	36030	Telephone-Cellular	16,200	13,734	2,466
36	36010	Telephone Charges-Local	5,600	3,722	1,878
36	36016	Telephones-Monthly Usage	1,000	5	995
36	36060	Cable Television	1,520	942	578
36	36011	Telephone Charges-Long Distance	750	249	501
36	36012	Telephone - Sheriff	1,367	1,349	17
36	36015	Telephones-Monthly Service	4,945	5,610	(665)
36	34000	Sewer	7,625	38,429	(30,804)
36	35000	Water	8,046	55,435	(47,389)
36	33000	Natural Gas	79,431	159,026	(79,594)
36	31000	Electric	586,083	859,749	(273,666)
			<u>752,151</u>	<u>1,160,265</u>	<u>(408,114)</u>
<u>Purchased Services</u>					
37	44000	Public Safety	963,514	886,105	77,409
37	49060	Code Enforcement	29,050	(32,083)	61,133
37	42010	Airport Liability	68,864	13,918	54,946
37	49020	Engineering Services	33,333	1,589	31,744
37	45000	Janitorial Services	244,723	215,479	29,244
37	46012	Artistic Exhibits	33,892	15,554	18,338
37	42060	Property Insurance	97,737	82,534	15,204
37	46010	Public Relations	33,333	19,311	14,023
37	46020	Passenger Info Booth	50,376	42,791	7,585
37	42041	Environmental Liability	15,811	11,850	3,961
37	41010	Financial Services	66,667	63,584	3,083
37	43000	Legal Services	8,333	5,937	2,396
37	42080	Cyber Liability Insurance	17,723	16,678	1,044
37	42070	Public Official Liability	15,082	14,350	731
37	42090	Fiduciary Liability	465	0	465
37	42065	Crime Insurance	2,694	2,717	(24)
37	44010	Armored Car Service	1,452	1,591	(139)
37	42020	Automotive Insurance	26,243	26,661	(418)
37	47010	GIS Services	2,000	2,684	(684)
37	42075	Violent and Malicious Acts	2,822	5,324	(2,502)
37	42093	Agency Fee	15,000	18,355	(3,355)
37	42095	Insurance Claims	1,667	9,799	(8,132)
37	45010	Refuse Removal Services	20,871	30,266	(9,396)
37	49015	Consultant	16,000	27,219	(11,219)

		Budget	Actual	Variance	
37	44030	Employee Shuttle Service	1,042	12,500	(11,458)
37	47000	Special Studies	5,833	20,000	(14,167)
37	49040	Professional Management	141,667	160,417	(18,750)
37	44005	Perimeter Security	72,594	148,338	(75,744)
			<u>1,988,786</u>	<u>1,823,467</u>	<u>165,319</u>
Material & Supplies					
38	52060	Building Maintenance	245,417	94,725	150,692
38	52051	Control Tower Maintenance	185,333	70,449	114,885
38	52062	Janitorial Supplies	85,957	41,666	44,292
38	52033	HVAC	88,333	58,845	29,488
38	52012	Card Access System	36,500	13,533	22,967
38	54021	Vehicle Repair & Maintenance	28,000	9,978	18,022
38	52035	Plumbing Repairs & Supplies	39,417	23,456	15,961
38	52050	US Customs	16,200	378	15,822
38	52013	CCTV Repair	15,000	6,085	8,915
38	53051	NYS Police Hangar Maintenance	41,667	33,627	8,040
38	52037	Pest Control	22,151	14,736	7,415
38	52063	Window Washing	17,867	11,099	6,767
38	51011	Airfield Lighting	33,333	28,285	5,048
38	54015	CNG Fuel	7,667	3,153	4,514
38	54040	Heavy Equipment Maintenance	20,000	16,479	3,521
38	52090	Flight Information Displays	3,654	266	3,388
38	51057	System Maintenance & Repairs	66,667	64,053	2,614
38	54045	ARFF Vehicle Repair & Maintenance	6,000	3,602	2,398
38	54030	General Equipment Repair & Maintenance	26,667	24,286	2,380
38	52014	Key Access System	1,375	0	1,375
38	54060	Mower Repair & Maintenance	4,667	3,640	1,027
38	53040	Sign Expense	1,042	125	917
38	51010	Fencing	750	65	685
38	51030	EMS Supplies	3,467	2,807	660
38	52080	Sign Expense	542	225	316
38	52036	Automatic Door Repairs & Supplies	667	458	209
38	51032	Hazardous Material Supplies	417	239	178
38	53041	Traffic Light Repairs	1,000	840	160
38	52031	Electrical Repairs & Supplies	83,708	83,618	91
38	53085	Land Lease	5,145	5,145	0
38	52041	Fire Equipment Testing	821	907	(86)
38	52071	ID Tags	12,000	12,152	(152)
38	52059	Storage Space Rental	2,500	2,714	(214)
38	53060	Dump Fees - Landfill	2,167	2,418	(252)
38	52032	Elevator Repair & Supplies	38,333	38,856	(523)
38	53030	Pavement Repairs	16,667	17,729	(1,062)
38	54022	Vehicle Communication Equipment	1,067	2,267	(1,200)
38	52040	Fire Equipment Services	1,441	2,892	(1,451)
38	51055	Water District Charges	8,333	10,447	(2,113)
38	51054	Sewer District Charges	2,625	5,000	(2,375)
38	53071	Wildlife Hazard Management	8,750	11,236	(2,486)
38	52034	Roof	5,667	8,943	(3,276)
38	54012	Oil / Grease	7,833	14,384	(6,550)
38	52020	Baggage System	11,250	18,040	(6,790)
38	51052	Wastewater Conveyance	625	7,500	(6,875)
38	51017	Airfield Shop Supplies	7,500	14,920	(7,420)
38	51031	ARFF Supplies	22,390	32,907	(10,517)
38	54010	Gasoline	26,667	40,894	(14,227)
38	54013	Vehicle/Equipment Tires	7,250	22,604	(15,354)
38	52010	Alarm & PA Systems	21,667	37,892	(16,225)
38	53090	T-Hangar Maintenance	3,167	20,384	(17,217)
38	54070	Vehicle Shop Tools & Supplies	15,000	32,714	(17,714)
38	54011	Diesel Fuel	51,750	76,262	(24,512)
38	53010	Landscaping	26,875	58,209	(31,334)
38	51019	Snow Removal Supplies	102,496	151,677	(49,180)
38	51015	Apron Maintenance	14,750	64,653	(49,903)
38	54050	Snow Equipment Repair & Maintenance	30,000	82,841	(52,841)
38	51053	Electric	33,333	86,985	(53,652)
38	53048	Snow Removal Supplies	5,500	62,178	(56,678)
38	53050	Snow Removal Contract Svcs	75,500	176,199	(100,699)
			<u>1,652,532</u>	<u>1,732,666</u>	<u>(80,135)</u>
Office/Administration					
39	55015	Hardware/Software Maint Support	171,386	155,433	15,953
39	66010	Training / Travel	32,182	17,608	14,574
39	55014	Computer Systems	10,725	5,540	5,185
39	66013	Function Refreshments	5,000	2,519	2,481
39	55040	Postage	3,000	852	2,148
39	55032	Printing Outside Services	5,000	3,884	1,116

		Budget	Actual	Variance	
39	55012	Office Equipment Service Agreemer	2,587	2,319	268
39	55010	Office Equipment Rental	4,759	4,557	203
39	55070	Payroll Services	14,167	14,271	(104)
39	55030	Outside Printing Services	42	147	(105)
39	55020	Office Furniture and Fixtures	917	1,159	(242)
39	55050	Reference Materials	425	970	(545)
39	66012	Authority Management Travel & Edu	7,867	9,131	(1,264)
39	55060	Office Supplies	8,382	10,129	(1,747)
39	66030	Advertising & Public Meetings	6,833	9,496	(2,663)
39	66062	Bank & Paying Agent Fees	1,167	4,035	(2,868)
39	66050	Property Taxes	3,167	11,089	(7,923)
39	66061	EZ Pass Fees	40,000	58,030	(18,030)
39	66000	Dues & Subscriptions	16,571	34,914	(18,343)
39	66080	Airline Incentive Expenses	100,000	119,569	(19,569)
39	66060	Credit Card Service Charges	183,333	210,691	(27,358)
39	55016	Computer Equipment	9,056	48,609	(39,553)
		626,566	724,952	(98,386)	
<u>Non-Capital Equipment</u>					
41	83000	Equipment	66,625	165,372	(98,747)
		66,625	165,372	(98,747)	
		(10,773,037)	(10,783,203)	10,166	

	Budget	Actual	Variance
FBO Operating Expenses			
Cost of Good Sold (FBO)			
32 51101 Fuel Costs - Jet A	1,096,667	980,469	116,198
32 51102 Jet A Discounts	133,333	53,716	79,618
32 51108 Fuel Costs-AvGas Commercial	5,000	4,119	881
32 51104 AvGas Discounts	1,109	1,780	(671)
32 51103 Fuel Costs - AvGas	60,407	74,264	(13,858)
32 51107 Fuel Costs - Diesel	40,000	56,560	(16,560)
32 51105 Fuel Costs - Auto Gas	0	27,299	(27,299)
32 51113 Deicing Type IV - Consortium	56,450	112,421	(55,971)
32 51112 Deicing Type IV - Sprayed	20,887	85,834	(64,948)
32 51110 Deicing Type I - Sprayed	294,306	451,216	(156,910)
32 51111 Deicing Type I - Constortium	244,350	562,242	(317,892)
	1,952,508	2,409,918	(457,410)
Salaries Expense			
34 11000 Salaries	604,058	544,117	59,941
34 12010 Overtime 1.5	68,465	91,479	(23,014)
	672,523	635,595	36,928
Other Employee Expenses			
35 22000 Health	162,310	98,391	63,919
35 21000 Social Security	51,029	47,926	3,103
35 25000 Uniforms & Laundry	2,217	1,054	1,162
35 26020 Unemployment Insurance	9,589	9,321	268
35 29001 Retirement	5,586	5,574	12
35 26010 NYS Disability	39	928	(889)
35 25005 Uniform Purchases	2,417	9,490	(7,074)
	233,187	172,686	60,501
Utilities			
36 36033 Wireless	952	1,081	(129)
36 36035 Radio Communications	34	426	(392)
36 35000 Water	167	1,824	(1,657)
36 33000 Natural Gas	8,933	19,466	(10,533)
36 31000 Electric	11,658	22,218	(10,560)
	21,745	45,015	(23,271)
Purchased Services			
37 42010 Airport Liability	45,171	0	45,171
37 42060 Property Insurance	17,500	7,715	9,785
37 49040 Professional Management	88,467	81,818	6,649
37 46010 Public Relations	14,000	14,000	0
37 45010 Refuse Removal Services	662	1,818	(1,156)
37 42041 Environmental Liability	7,906	15,242	(7,336)
	173,706	120,592	53,113
Material & Supplies			
38 53078 Liquid Waste Disposal	6,333	3,200	3,133
38 54010 Gasoline	4,000	2,601	1,399
38 54030 General Equipment Repair/Maint	12,986	12,563	423
38 52010 Alarm & PA Systems	208	200	8
38 54021 Vehicle Repair & Maintenance	83	78	5
38 54070 Vehicle Shop Tools & Supplies	208	723	(514)
38 52032 Elevator Repairs & Supplies	875	1,621	(746)
38 52062 Janitorial Supplies	3,000	3,843	(843)
38 52034 Roof	583	1,437	(854)
38 54013 Vehicles/Equipment Tires	2,167	4,594	(2,428)
38 52033 HVAC	6,583	9,085	(2,502)
38 52035 Plumbing Repairs & Supplies	375	3,191	(2,816)
38 52060 Building Maintenance	13,613	17,446	(3,832)
38 54040 Heavy Equipment Maintenance	40,500	44,453	(3,953)
38 52031 Electrical Repairs & Supplies	3,525	9,038	(5,513)
38 54075 Fuel Truck Lease	12,992	18,992	(6,000)
38 54011 Diesel Fuel	23,333	31,428	(8,095)
	131,366	164,493	(33,127)
Office/Administration			
39 55015 Hardware/Software Maint Agreeemer	3,317	2,971	346
39 55060 Office Supplies	1,250	1,284	(34)
39 55010 Office Equipment Rental	467	562	(95)
39 55012 Office Equipment Service Agreeemer	42	156	(115)
39 55030 Printed Forms/Letterhead	33	475	(442)
39 55070 Payroll Services	4,750	7,725	(2,975)
39 66015 Incentives	10,000	16,391	(6,391)
39 66010 Training / Travel	500	8,057	(7,557)
39 66000 Dues & Subscriptions	1,433	15,690	(14,257)
39 66060 Credit Card Service Charges	21,333	69,565	(48,232)

<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
<u>43,126</u>	<u>122,877</u>	<u>(79,751)</u>
(3,228,160)	(3,671,176)	443,016

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

2023 Operating Budget - Airport	\$35,719,629
2023 Operating Budget – FBO	<u>10,172,924</u>
	\$45,892,553

Monthly Operating Outflow (\$45,892,553/12)
\$3,824,379

Months Operating Reserves Unrestricted
\$28,151,536/\$3,824,379 ~ 7.36 months

Months Operating and Renewal Reserves
\$8,242,419/\$3,824,379 ~ 2.16 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
May	6.95	2.0	8.95
Jun	6.93	2.0	8.93
Jul	7.26	2.0	9.26
Aug	7.65	2.0	9.65
Sep	8.03	2.0	10.03
Oct	8.26	2.0	10.26
Nov	8.23	2.0	10.23
Dec	7.94	2.0	9.94
Jan23	6.85	2.1	8.95
Feb23	7.19	2.1	9.29
Mar23	7.49	2.1	9.59
Apr23	7.36	2.16	9.52

3. Accounts Receivable

The amount of accounts receivables, shown as days of average annual (2023 Budget) daily revenues, is as follows:

$$\$58,287,414 / 365 = \$159,691$$

$$\$1,062,435 / \$159,691 = 6.65$$

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
May	17.96
Jun	4.60
Jul	7.26
Aug	8.34
Sep	2.86
Oct	6.40
Nov	8.23
Dec	3.23
Jan23	6.96
Feb	4.99
Mar	2.71
Apr	6.65

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	20,162,269
Improvements	<u>281,299,716</u>
	597,548,641
Accumulated Depreciation	<u>(339,687,644)</u>
	257,860,997
Construction In Progress	<u>11,618,992</u>
	\$269,479,989

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	2,049,842
AIP145-CHRSSA ²	320,510	320,510 C
AIP148-ARPA	12,113,224	-
AIP149-Con Relief	1,282,039	-
Jobs Act of 21 ¹	28,551,945	-
	<u>\$62,639,511</u>	<u>\$17,648,228</u>

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

² Closed, March 2022

³ Must collect by March 19, 2025

Albany International Airport
For the four months ended April 30, 2023

Statistics	Budget	Current Month		Budget	Year to Date		12 Month Running	
		2022	2023		2022	2023	2022	2023
Enplanements	116,667	113,430	110,378	466,667	376,924	409,658	1,180,723	1,323,263
		-5.4%	-2.7%			-6.7%		-12.1%
Operations								
Passenger	2,187	2,628	2,602	8,747	8,978	9,669	26,950	29,805
Cargo	251	274	236	1,005	1,040	938	3,390	3,244
Charter, Corporate & Diversions	312	276	348	1,248	1,075	1,300	3,577	4,378
General Aviation	1,250	1,149	1,248	5,000	3,737	3,926	13,990	14,710
Military	292	244	171	1,167	1,062	600	3,241	2,130
Total Operations	4,292	4,571	4,605	17,167	15,892	16,433	51,148	54,267
		7.3%	0.7%			3.4%		6.1%
Landed Weight (1,000)	111,250	126,719	128,831	445,000	437,277	481,407	1,290,018	1,493,591
		15.0%	1.7%			10.1%		16.0%
Cargo/Mail & Express	1,838	1,631	1,592	7,350	6,495	6,157	22,092	20,744
		-13.1%	-2.4%			-6.2%		-6.1%
Jet A Gallons	116,667	92,246	87,510	466,667	381,130	360,069	1,346,177	1,237,961
		-25.0%	-6.1%			-6.0%		-8.0%
AvGas Gallons	4,417	4,293	5,764	17,667	14,738	15,454	52,492	68,965
		-3.0%	34.3%			4.9%		31.4%
Deicing Consortium	6,250	985	669	25,000	38,453	42,745	56,324	62,999
Deicing sprayed/retail	7,092	5,530	503	28,367	40,792	61,312	58,550	85,306
Parking Revenue	\$ 1,329,295	\$ 1,709,396	\$ 1,742,150	\$ 5,317,180	\$ 5,616,006	\$ 6,274,518	\$ 12,953,768	\$ 16,644,323
Revenue per enplanement	\$ 11.39	\$ 15.07	\$ 15.78	\$ 11.39	\$ 14.90	\$ 15.32	\$ 10.97	\$ 12.58
Transactions		48,021	50,002		159,190	180,835	486,384	552,370
Average transaction		\$ 35.60	\$ 34.84		\$ 35.28	\$ 34.70	\$ 28.63	\$ 30.13
Concession Sales								
Rental Cars (estimate for Hertz)		\$ 3,590,249	\$ 2,708,498		\$ 11,851,430	\$ 12,526,337	\$ 54,288,750	\$ 60,848,667
Revenue per enplanement		\$ 31.65	\$ 24.54		\$ 31.44	\$ 30.58	\$ 45.98	\$ 45.98
Food and Beverage		\$ 814,602	\$ 856,156		\$ 2,667,627	\$ 3,234,220	\$ 7,271,427	\$ 9,940,060
Revenue per enplanement		\$ 7.18	\$ 7.76		\$ 7.08	\$ 7.89	\$ 6.16	\$ 7.51
Retail		\$ 372,456	\$ 416,801		\$ 1,173,491	\$ 1,437,028	\$ 3,894,013	\$ 4,477,160
Revenue per enplanement		\$ 3.28	\$ 3.78		\$ 3.11	\$ 3.51	\$ 3.30	\$ 3.38

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
Jan2022	7	18	13	1,066	34.4	111,340	107,337,992	74,020	66.5
May22	7	21	15	1,282	41.4	133,592	129,745,040	109,543	82.0
Jun22	7	22	15	1,274	42.5	139,005	131,608,948	113,139	81.4
Jul22	7	22	15	1,394	45.0	154,418	148,924,672	131,337	85.0
Aug22	7	20	14	1,372	44.3	152,326	150,210,904	132,892	87.2
Sep22	7	20	14	1,208	40.3	132,256	123,038,424	110,210	83.3
Oct22	7	20	14	1,218	39.4	131,673	122,245,126	119,918	91.1
Nov22	6	21	15	1,145	38.2	120,716	116,088,296	102,991	85.3
Dec22	6	21	15	1,165	37.6	124,744	122,715,142	93,607	75.0
Jan23	6	19	13	1,140	36.8	120,608	116,740,592	93,882	77.8
Feb23	6	20	14	1,141	36.8	120,072	116,999,582	97,311	81.0
Mar23	6	20	14	1,321	42.6	140,331	136,110,262	108,087	81.0E
Apr23	6	19	13	1,303	43.4	139,097	132,131,600	110,378	81.0E
May23	6	18	12	1,293	41.7	137,445	129,031,742		
Jun2023	6	20	14	1,184	39.2	133,612	122,568,672		

⁽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:

	Airlines	Destination	Year-To-Date (net)								
			Week #21-2023	+	Week (-) #25-2023	Week #04-2023	+	Week (-) #25-2023	#17-2022		
1	ATL	Atlanta, GA	20	-	-	20	20	1	(1)	20	21
2	BDL	Hartford, CT	-	-	-	-	-	-	-	-	-
3	BWI	Baltimore, MD	31	-	(1)	30	26	8	(4)	30	33
4	MDW	Chicago-Midway	12	1	-	13	12	1	-	13	20
5	ORD	Chicago-O'Hare	39	-	(6)	33	25	14	(6)	33	40
6	CLT	Charlotte, NC	19	2	-	21	20	3	(2)	21	19
7	DEN	Denver, CO	-	1	-	1	-	1	-	1	4
8	DTW	Detroit, MI	27	-	-	27	28	3	(4)	27	25
9	FLL	Fort Lauderdale, FL	4	3	-	7	6	6	(5)	7	7
10	RSW	Fort Myers, FL	-	-	-	-	-	-	-	-	-
11	MIA	Miami, FL	-	-	-	-	1	-	(1)	-	1
12	MSP	Minneapolis, MN	-	-	-	-	-	-	-	-	-
13	MYR	Myrtle Beach, SC	2	1	-	3	-	3	-	3	3
14	BNA	Nashville, TN	2	-	-	2	3	-	(1)	2	2
15	EWR	Newark, NJ	14	7	-	21	14	13	(6)	21	26
16	LGA	New York, LaGuardia	24	-	(11)	13	24	-	(11)	13	19
17	MCO	Orlando, FL	18	-	(3)	15	15	7	(7)	15	17
18	SFB	Orlando/Sanford, FL	-	1	-	1	2	3	(4)	1	2
19	PHL	Philadelphia, PA	21	-	(1)	20	20	1	(1)	20	27
20	RDU	Raleigh-Durham, NC	-	-	-	-	-	-	-	-	4
21	PGD	Tampa/Punta Gorda, FL	2	-	-	2	2	5	(5)	2	2
22	TPA	Tampa, FL	7	-	(6)	1	2	7	(8)	1	1
23	PIE	Tampa/St. Pete, FL	2	-	-	2	2	2	(2)	2	2
24	DCA	Washington DC-Reagan	25	-	-	25	26	-	(1)	25	25
25	IAD	Washington DC-Dulles	21	-	-	21	21	-	-	21	21
			290	16	(28)	278	269	78	(69)	278	321

April 2023 Monthly Financial Report

Week 06 2023
Full Time Positions

	Budget Full Time	Budget Part Time	Budget Total	Filled Full Time	Vacant Full Time
AvPORTS					
Jan22	165	15	180	132	33
May	165	15	180	129	36
Jun	165	15	180	128	37
Jul	166	15	181	127	39
Aug	166+3	15	184	127	42
Sep	169	15	184	136	33
Oct	169	15	184	135	34
Thru Week 22-50	170	15	175	130	40
Thru Week 23-02	175	16	193	129	46
Thru Week 23-06	175	15	190	127	48
Thru Week 23-10	175	15	190	131	44
Thru Week 23-18	174	15	189	134	40
FBO					
Jan22	33	-	33	25	8
May	34	2	36	26	8
Jun	34	2	36	27	7
Jul	34	2	36	27	7
Aug	34+1	2	37	28	8
Sep	35	2	37	28	7
Oct	35	2	37	28	7
Thru Week 50	35+1	2	36	31	5
Thru Week 23-02	36	2	38	30	7
Thru Week 23-06	36	2	38	34	2
Thru Week 23-10	36	2	38	33	3
Thru Week 23-18	36	2	38	32	4
ACAA					
Jan22	20	3	23	20	-
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	-
Thru Week 50	20	3	23	20	-
Thru Week 23-02	20	3	23	20	-
Thru Week 23-06	20	3	23	20	-
Thru Week 23-10	20	3	23	20	-
Thru Week 23-18	20	3	23	20	-
Total					
Jan22	218	18	236	177	41
May	219	20	239	175	44
Jun	219	20	239	175	44
Jul	220	20	240	174	46
Aug	220+4	20	244	176	50
Sep	224	20	244	184	40
Oct	224	20	244	183	41
Thru Week 50	226	20	246	181	45
Thru Week 23-02	231	21	252	179	53
Thru Week 23-06	231	20	251	181	50
Thru Week 23-10	231	20	251	184	47
Thru Week 23-18	230	20	250	186	44

Week 18 2023
Full Time Positions

	Budget Full Time	Budget Part Time⁽¹⁾	Budget Total	Filled Full Time	Vacant Full Time	In Process To Fill
10 Airfield (a)	29	2	31	17 (0 LOA)	12	
20 Terminal-Custodial(b)	35	1	36	24 (1 LOA)	11	
20 Terminal-Facilities(b)	10	1	11	9	1	
21 Loading Bridge(b)	3	-	3	3 (0 LOA)	-	
30 Parking (b)	21	5	26	15 (1 LOA)	6	
30 Parking – Shuttle (b)	12	1	13	10 (0 LOA)	2	
32 Landside	-	-	-	-	-	
41 Operations (b)	18	-	18	15 (0 LOA)	3	
42 ARFF (c)	23	-	23	23 (1 LOA)	-	
43 Security	4	5	9	3	1	
50 Vehicle Maint. (a)	12	-	12	10	2	
59 Airport Mgmt.	7	-	7	5	2	
60 FBO Comm.	11	-	11	11	-	
61 FBO GA	21	2	23	18	3	
69 FBO Admin (added)	4	-	4	3	1	
71 ACAA	20	3	23	20	-	
	230	20	250	186	44	

⁽¹⁾ Does not include seasonal.

	Balance	Hire	Vacated	Balance
Jan22		2	2	
Feb		2	2	
Mar	171	2	5	168
Apr	168	3	2	169
May	169	7	3	173
June	173	4	2	175
July	175	-	2	174
Aug	174	8	1	181
Sep	181	5	3	183
Oct	183	-	2	181
Thru week 50	181	2	2	181
Thru week 23-02	181	-	2	179
Thru week 23-06	179	-	-	181
Thru week 23-10	181	4	1	184
Thru week 23-18	184	13	11	186

- (a) CSEA
- (b) SMART / Jet Bridge
- (c) IAFF

AGENDA ITEM NO. 5

Project Development



PROJECT STATUS REPORT

June 12, 2023

I. AIRSIDE IMPROVEMENTS

A) Rehabilitation of Concourse A (Contract S-22-1127)

Fennick McCredie Architecture will be the project designers. Fennick McCredie has done a site walk through and has begun the design. FM has submitted 30% drawings to ACAA for review. The design continues and FM have made several site visits to gather more information to enhance the design.

B) Air Cargo Pavement Rehabilitation (Contract S-22-1114)

Passero Associates has completed the process of investigating of the concrete pavement failure on the south end of the Air Cargo apron (leased by UPS) and completed the design for the repair and replacement of the pavement. This project was awarded to Jersen Construction at the last Board meeting. Passero Associates negotiated a supplemental agreement with ACAA for the Construction Inspection (C.I.), which will be an action item later in this Board Meeting.

C) Airport Access Gates and Gate Controllers (Contract S-23-1146)

C & S Engineering were retained to do an evaluation of the perimeter security fence access gates. They prepared a comprehensive report, which outlined the need for repair or replacement of motorized and swing gates. The project was bid in May and Access Anvil Corp. was the low bidder. Their contract award will be an action item later in this Board meeting.

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

Callanan Industries was the low bidder and their contract was approved at the May Board meeting. Collier Engineering is the inspection firm. Callanan Ind. re-mobilized in mid-May to get the centerline lights replaced. Taxiway C was shutdown for 5 days to allow for milling and paving work to be completed. Callanan will complete striping, grooving and site restoration in accordance with the FAA funding by August.

II. LANDSIDE IMPROVEMENTS

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

The FAA as part of the lease renewal, requested some upgrades to their facility. The roof replacement project (1013-R) will be bid in mid-June 2023. Sage Engineering worked with ACAA to complete the design for the HVAC system upgrade, which was bid as two projects (Mechanical & Electrical) as multiple projects (1013 HVAC-M & 1013 HVAC-E) which will be action items for this Board Meeting.

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

Hewitt & Young Electric is continuing the installation of the new Terminal Fire alarm system. The contractor is currently testing the new sensors and panels throughout the Terminal. Installation of the alarm system continues with the contractor working two shifts. Removal of the old system is currently scheduled to be completed by the end of June 2023.

C) Terminal Pre-TSA Expansion (Contract S-21-1082)

CHA and their design team have been working to prepare design drawings for all 5 bid packages. Two of the bid packages have been advertised. ACAA has been coordinating with CHA's design team to advance the design of the project to meet the time. Bid packages #2 Sitework, Demo and Foundations & #3 Electrical and Mechanical Equipment have both been advertised for bid in June.

D) Main Terminal Concourse B Escalator Replacement (Contract 1047-GC)

The escalators in B concourse have been nonoperational since the ground boarding gates were taken out of service. The escalators to the Baggage Claim area were going to be replaced under this contract, but since those are getting removed as part of the Terminal Pre-TSA expansion, the project was put on hold and the new equipment was stored. Since lower B Concourse is going to have several passenger amenities and the equipment had already been purchased, the contractor has been reengaged to complete this contract replacing the two escalators in B-Concourse. Change Order #1 for Wainschaf Associates was approved by the Board at the last meeting. Removal work has been started.

E) New In-Line Checked Baggage Inspection System (CBIS) (S-22-1139)

As part of the TSA's efforts to streamline their operations, the TSA is offering grants for the design of a new In-Line Checked Baggage Inspection System to replace the current individual airline baggage inspections. ACAA advertised an RFQ for the design services and a selection committee reviewed and selected VTC to be the design firm. The Board approved the contract award to VTC (pending TSA funding) and their scope and fee proposal was submitted to the TSA for approval for funding. TSA informed ACAA that the scope and fee submitted to them was acceptable and has been approved.

AGENDA ITEM NO. 6

Counsel

AGENDA ITEM NO. 7

Concessions/Ambassador Program

AGENDA ITEM NO. 8

Public Affairs

R

Public Affairs Report June 2023

ACI Accreditation

The Authority will conduct a news conference on June 12 to announce that the Albany International Airport has become the first airport in the United States and the fourth airport in the world to receive the new Accessibility Enhancement Accreditation (AEA) from Airports Council International (ACI). The ACI AEA program provides a continuous path of improvement for airports in the area of accessibility for passengers with disabilities. It is designed to help airports measure, evaluate, and improve their accessibility management and culture



Commemorative Air Force

Historic WWII aircraft operated by the Commemorative Air Force will arrive at ALB on June 12. The aircraft including a B-29 and B-24 will be on display on the ramp at Million Air from June 14-19. Paid rides will be available to the public.



Fear of Flying

Public Affairs is preparing to resume our popular Fear of Flying program. The program will consist of a 2-hour evening session lead by Griffan Randall, a specialist in anxiety disorders and a retired Southwest Airlines pilot Rick Weiss.



Media

The TSA invited the Airport to participate in its seasonal joint news conference on May 25. The purpose was to announce the plans for summer travel.



AGENDA ITEM NO. 9

Business & Economic Development

AGENDA ITEM NO. 10

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

AGENDA ITEM NO. 10.1

**Purchase: Approve the purchase of a 7400 JetEx
eGPU, Battery-powered Ground Power Unit**

**ITW GSE Inc.
11001 US Highway 41 North
Palmetto, FL 34221**

AGENDA ITEM NO: 10.1
MEETING DATE: June 12, 2023

ALBANY COUNTY AIRPORT AUTHORITY
REQUEST FOR AUTHORIZATION

ACAA Approved
06/12/2023

DEPARTMENT: *Finance*

Contact Person: *Christine C. Quinn, Airport Counsel*
Michael Zonsius, Chief Financial Officer

PURPOSE OF REQUEST:

Purchase: Approve the purchase of a 7400 JetEx eGPU, Battery-powered Ground Power Unit

*ITW GSE Inc.
11001 US Highway 41 North
Palmetto, FL 34221*

AMOUNT:

<i>Purchase of a 7400 JetEx eGPU Battery-powered Ground Power Unit</i>	<i>\$58,515</i>
<i>Total</i>	<i>\$58,515</i>

BUDGET INFORMATION:

Anticipated in Current Budget: Yes: No: ✓
Account String: 2023 00390-90-2018

FISCAL IMPACT - FUNDING (Dollars or Percentages)

Federal: State: Airport: 100% NA:

JUSTIFICATION:

The purchase of a 7400 JetEx EGPU Battery-Powered Ground Power Unit.

EXECUTIVE OFFICER'S RECOMMENDATION:

Recommends approval.

AGENDA ITEM NO: 10.1
MEETING DATE: June 12, 2023

FINAL AGREEMENT SUBJECT TO APPROVAL BY COUNSEL:

YES: J NA:

PROCUREMENT DEPARTMENT APPROVAL:

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

BACK-UP MATERIAL:

Purchase Quote



It's all about connections

ITW GSE Inc., 11001 US Highway 41 North, Palmetto, FL 34221 USA

Page: 1 of 1 TO: Million Air Attn: Brian King, Operations Manager Phone: T: 914-946-0100; C: 914-843-7733 Email: bking@milionair.com RE: ITW Model 7400 JetEx (28VDC) eGPU for Bozeman	QUOTE NO: QAR10052022-1 DATE: 10/5/2022 FROM: Alberto Rocha PHONE: 561-235-4387 EMAIL: arocha@itwgse.us
--	---

WE ARE PLEASED TO OFFER THE FOLLOWING QUOTATION:

ITEM #	QTY	MODEL/ PART NO.	DESCRIPTION	UNIT PRICE U.S.D.	TOTAL U.S.D.
001	1	7400 JetEx eGPU AP-543500	ITW GSE 28VDC eGPU, Battery Powered, Type 3GWB-28/40I Battery: 1 x Nissan Leaf 40kWh battery pack, 40 kWh total * Trailer Mounted * DC Output: 28V; 600A Continuous, 2000A Peak * Operating beacon, amber; Low battery beacon, blue * FINISH: RAL 7035 Light Grey; Trailer RAL 7043 Traffic Grey * Warranty: Electrical Components 24 months; Batteries 60 months subject to conditions. All other warranty terms will be according to ITW GSE Inc.'s General Sales & Delivery Conditions and does not include wear and tear	\$ 53,570.00	\$ 53,570.00
001A	1	JB2840-30	ITW GSE DC Cable Assembly, 30 ft	Included	
001B	1	WI11858	#12 AWG 4-conductor charging cable, with pigtails, 20 ft.	Included	
002	1	Freight Out	FOB Palmetto, FL with freight prepaid to BZN. Does not including unloading or storage at destination. Please advise if there are any special requirements, i.e., lift gate or other.	\$ 4,945.00	\$ 4,945.00
				Total with tax:	\$ 58,515

ENCLOSED: Data Sheet
FOB POINT: PALMETTO, FLORIDA, USA (Ex-Works)
TERMS: Net 30 Days on Accounting Approval
VALIDITY: 60 Days
SHIPMENT: **4-6 weeks ARO, subject to availability when ordered**
WARRANTY: ITW GSE Standard Terms & Conditions (current rev.) Apply

Alberto Rocha
 Alberto Rocha, Sales Director, Americas
arocha@itwgse.us

Terms and Conditions of Sale may be viewed on our website @ www.itwgse.com

BUYER: Sales of ITW GSE Inc. products and services are expressly limited to and made conditional on acceptance of ITW GSE Terms and Conditions of Sale, dated 20 January 2020, found at <<http://itwgse.com/terms-and-conditions-of-sale/>>. Any other Terms, additional or different, are hereby rejected. Commencement of work by ITW GSE or acceptance of delivery of products by the customer constitutes acceptance of the "Terms and Conditions of Sale."

- > *This equipment is not to be exported to or used in any country named on the U.S. Government's list of restricted nations.*
- > *All shipments are subject to review by U.S. Export offices*
- > *Order confirmation is subject to a disclosure statement declaring end-user and country.*

ITW GSE

7400 JetEx 28 VDC eGPU

Battery-powered Ground Power Unit
Ideal for hangars and remote use



Zero Emission



Large battery capacity
allowing numerous engine starts

It's all about connections



EXTREME FLEXIBILITY

Single
or 3-phase
input voltage

Ideal for
hangar use.
No emissions
and low noise
level

Mobile
GPU and
line-powered
converter
in one unit

On-Board
Charging
System

BC

Can supply
power and
recharge at the
same time

Recharge
from any
50/60Hz
standard
socket



INDEPENDENT AND POWERFUL

The 28 VDC JetEx eGPU is independent due to the onboard battery. Powerful enough to perform at least 100 engine starts on a full charge, the 7400 JetEx is the ultimate in battery driven units. It can even be charged while delivering power to an aircraft.

This innovative eGPU can be used for engine starts, ramp operations and test of avionics.

BUILT TO LAST

Modular design is the basis of ITW GSE design and the 7400 eGPU is no exception. Components are well organized thus ensuring fast service and repair. The eGPU has no rotating parts, subject to wear and tear and is therefore practically maintenance free. The overall result is a very reliable and dependable GPU that is built to last. The eGPU is furnished with a weatherproof steel cabinet, mounted on a pneumatic tire trailer that can easily be towed.

EQUALLY IDEAL FOR HANGAR AND REMOTE USE

Quiet and emission free operation is what you get with the 28 VDC JetEx eGPU. The unit is autonomous and can be in use for long periods of time before it needs recharging. These qualities make this eGPU ideal for hangars and remote use.

ADJUSTABLE VOLTAGE

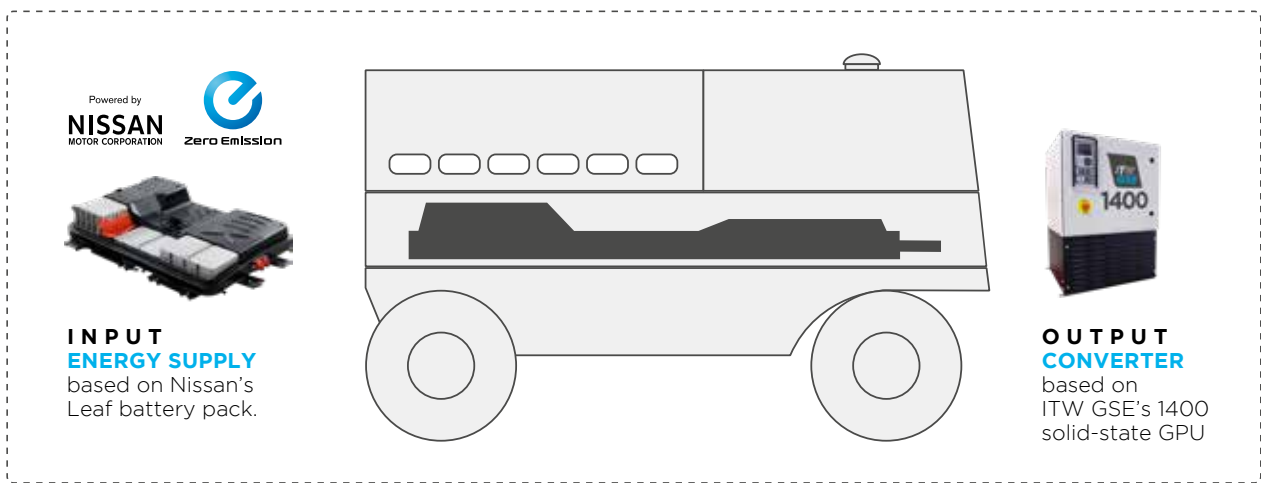
To ensure the best voltage quality at the aircraft plug, the operator can adjust the voltage compensation via the set-up menu in the user interface. The compensation can be done automatically via feed-back from the F-signal or it can be manually set. Also, the 7400 JetEx offers Line Drop Compensation, Current Limit (300 to 2000 Amps). Those features can easily be configured and provide the operator unprecedented flexibility for ramp and hangar operation.

A WELL-PROVEN SOLUTION

THE ITW GSE 7400 JetEx 28 VDC eGPU COMBINES TWO KNOWN TECHNOLOGIES INTO ONE INNOVATIVE GPU

The JetEx eGPU is powered by a 4 fourth-generation Nissan Leaf battery pack with a capacity of 40 kWh. The same type of battery as in all Nissan-branded electric vehicles. Since 2010, over 400,000 of these vehicles have been sold, with close to 90,000 in 2018 alone.

At the output of the eGPU is ITW GSE's well-proven 28 VDC solid-state converter. This combination of two tried and true technologies has created the rock-solid eGPU.



SAME EASY-TO-USE PLATFORM AS ALL OTHER ITW GSE PRODUCTS

Like all ITW GSE products, the 7400 JetEx eGPU has a common icon-based user interface that is as easy to use as a smartphone or a tablet. This means airport employees already familiar with one ITW GSE product can easily operate another, reducing human error during operation and making product training easier.



SPECIFICATIONS

ITW GSE 7400 JetEx mobile 28 VDC eGPU



Input

- Charger Power: 15 kW @ 3-phase
5 kW @ 1-phase
- Charger input voltage range:
3 phase @ 260-530 V / 45-65 Hz
1 phase @ 170-300 V / 45-65 Hz
- Maximum pre-fuse: 50 A

Output

- Current: 600 A continuously
- Engine Start Capability: 2400 A
Voltage: 28 VDC (or as adjusted)
- Ripple: less than 2% at full load
- Voltage regulation:
<0.5% from no load to full load
- Voltage compensation:
3 V @ 600 A
Manual or voltage feed-back
via interlocks

Weight (Without cables)

- Mobile unit approx.
740 kg (1630 lbs.)

Environmental

- Operating temperature:
-10°C to 45°C (14°F to 113°F)
without additional heating/cooling.
For other operational temperatures,
please contact ITW GSE
Relative humidity 10-100%
- Noise level: <65 dB(A)@1m
- typically 60 dB(A)

Overload ratings

- 600 A continuous use
- 600-1200 A for 120 seconds
- 1200-1500 A for 60 seconds
- 1500-1900 A for 30 seconds
- 1900-2400 A for 10 seconds
- 2400 A maximum

The ITW GSE 7400 JetEx eGPU is well suited to cover the power need for aircraft like the following:

- Cessna Citation
- Beechcraft
- Gulfstream G250
- Dassault FalconJet
- ATR 42 & 72
- Bombardier Q Series / Dash 8

Standards

- ISO 6858:2017(E) Aircraft ground support electrical supplies - General requirements
- MIL-704F Aircraft electric power characteristics (Machinery - Specific safety requirements)
- EN 12312-20 (Machinery - Electrical safety)
- EN 60204-1 LVD - Safety standards
- EN 62040-1-1 LVD - Safety standards
- EN 61558-2-6 LVD - Safety standards
- EN 61000-6-2 EMC - Immunity standard
- EN 61000-6-4 EMC - Emission standards
- AHM 907 Guidelines for electric powered GSE (e-GSE)

Miscellaneous

- MTTR: max. 20 minutes
- Communication: TCP/IP, USB

Protection

- Protection class: IP55 (electronic section)
- Over/under voltage at in/output
- Over temperature
- Internal voltage error
- Short circuit at output
- Trip in case that:
 - U<20 VDC for more than 4 seconds
 - U>32 VDC for more than 4 seconds
 - U>40 VDC for more than 150 ms

Options

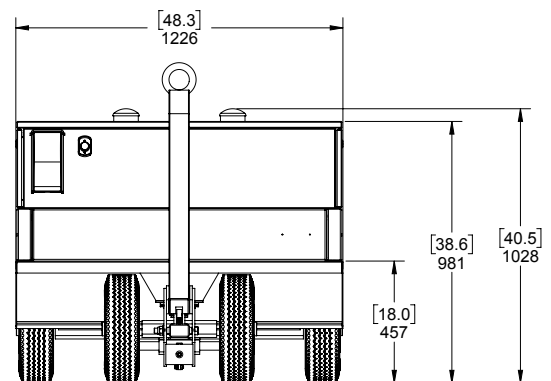
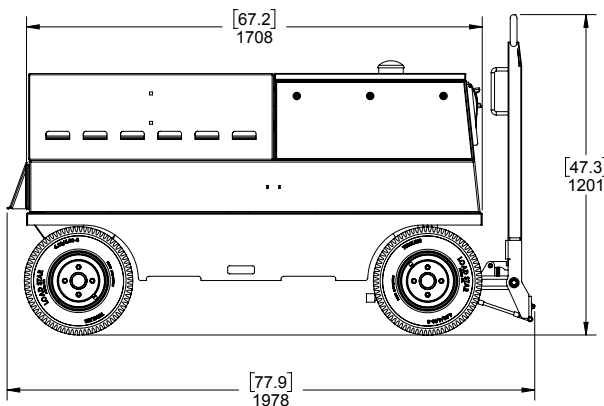
Output cables upon request

Standard Features/Equipment

- Beacon* for operation/charging
- Beacon* for warning/ low battery incl. siren
*Color: specify yellow,blue,red or green
- Simultaneous charging while supplying 28 VDC power

Standard Options Available

- Input cable and plug according to clients specifications
- Towbar with DIN40 towing eye
- Monitoring over GSM/GPS



Dimensions are shown in mm and [inches]



AGENDA ITEM NO. 10.2

**Amendment #1 to Contract: No. S-22-1114 Design
Services for Air Cargo Pavement Rehab
with Passero Associates
(Construction Inspection)**

AGENDA ITEM NO: 10.2
MEETING DATE: June 12, 2023

ALBANY COUNTY AIRPORT AUTHORITY
REQUEST FOR AUTHORIZATION

ACAA Approved
06/12/2023

DEPARTMENT:

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

PURPOSE OF REQUEST:

Amendment #1 to Contract: No. S-22-1114 Design Services for Air Cargo Pavement Rehab with Passero Associates (Construction Inspection)

CONTRACT AMOUNT:

Base Amount:	\$ 80,727.00
Amendment #1:	<u>186,675.00*</u>
Total:	\$267,402.00

**Pending approval at this meeting.*

BUDGET INFORMATION:

Anticipated in Current ALB Capital Plan: Yes J No NA
Funding Account No.: CPN 2001

AWARD CONDITIONS MET:

Apprenticeship N/A DBE Y MWBE N/A

Service Disable Veteran Owned Business (SDVOB) N/A

FISCAL IMPACT - FUNDING (Dollars or Percentages)

Federal N/A State 0% Airport 100% NA NA
Term of Funding: 2022-2024
Grant No.: <pending> State PIN: <pending>

JUSTIFICATION:

Authorization is requested for Amendment #1 to Professional Services Contract S-22-1114 Design Services programmed for the Air Cargo Pavement Rehab report in the amount of \$186,675.00 to Passero Associates of Albany, N.Y. The Amendment is for Construction Inspection (C.I.) for the project. The work will include fulltime onsite Construction Inspection, materials testing, project reporting and processing the contractor's payment applications.

AGENDA ITEM NO: 10.2
MEETING DATE: June 12, 2023

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 Scope and Fee.

**SCHEDULE “A”
SCOPE OF WORK**

Project Title: Air Cargo Pavement Rehabilitation
Airport Name: Albany International Airport (ALB)
Service Provided: Construction Administration and Observation

PROJECT DESCRIPTION:

The CONSULTANT shall provide the following services, including construction contract administration and construction observation, during construction of the **Air Cargo Pavement Rehabilitation** Project (the “Project”). The Project will be constructed with local share by the SPONSOR in conformance with the Federal Aviation Administration (FAA) standards.

This Project generally includes concrete pavement reconstruction, asphalt pavement rehabilitation, storm sewer pipe lining and catch basin repair for the aircraft cargo apron, at Albany International Airport (ALB). Concrete pavement reconstruction work is approximately 22,000 SF and the asphalt pavement rehabilitation work is approximately 14,000 SF. Project includes storm drainage network exploratory work (televising and cleaning), concrete and asphalt removal, excavation, concrete placement, pipelining, milling, paving, and pavement marking application. Professional services to be provided by the CONSULTANT shall include services required to accomplish the following:

GRANTS AND CONTRACT ADMINISTRATION PHASE:

The CONSULTANT shall aid the SPONSOR in administering the construction contract with the construction contractor for compliance with applicable regulations and requirements of the Federal Aviation Administration. This phase shall include the following items of work:

1. Assist the SPONSOR in compiling and submitting necessary funding/Project closeout documents required by the FAA.
2. The construction budget for the Project is \$1,415,910. The CONSULTANT shall evaluate the feasibility of this budget, based upon the CONSULTANT’S experience as a design professional, and keep the SPONSOR apprised during each phase of the Project of the results of such evaluation. The CONSULTANT shall advise the SPONSOR as to options available for reducing construction costs to stay within the budget, if it appears likely that contractor bid prices will exceed the budget.
3. Attend, conduct, and prepare meeting minutes for pre-construction conference, pre-paving conference, bi-weekly construction progress meetings, and any other special meetings as needed or required.
4. Perform Project management duties such as Project planning, invoice preparation, schedule coordination, and coordination with the design team.
5. Serve as the SPONSOR’S liaison with the contractor and various local agencies, including the FAA.

6. Review of MWBE goals and preparation of reporting.

CONSTRUCTION OBSERVATION PHASE:

In the construction observation phase, the CONSULTANT shall provide on-site monitoring of construction procedures by a full-time Resident Project Representative and supporting staff who will:

1. Report regularly to the SPONSOR pertaining to the construction progress and, based on on-site observations, its compliance to the Project plans and specifications.
2. Review the construction schedule prepared by the contractor for compliance with the contract and give written advice to the SPONSOR concerning its acceptability.
3. Attend and prepare meeting minutes for pre-construction conference, pre-paving conference, bi-weekly construction progress meetings, and any other special meetings as needed or required.
4. Serve as the SPONSOR'S liaison with the contractor and various local agencies, including the FAA.
5. Check that required permits and approvals were obtained by the contractor and the associated conditions complied with the contract.
6. Obtain and review the proposed subcontractor and supplier list for compliance with contract documents and the intent of the design.
7. Assist the SPONSOR in obtaining required field samples and keep a record of observations.
8. Maintain an approved shop drawing file and verify construction is in compliance with these submittals. Alert the contractor if materials are being installed without approved shop drawings.
9. Conduct on-site observations of the construction activities for compliance with contract documents and the intent of the design.
10. Verify that tests, including equipment and system start-ups, are conducted and that the results are documented.
11. Arrange for or witness field, laboratory, or shop tests of construction materials as required by the plans and specifications.
12. Accompany visitors or other agencies having jurisdiction on the Project, as needed.
13. Interpret the requirements of the contract documents and advise the contractor of these requirements on behalf of the SPONSOR.

14. Review and recommend to the SPONSOR an appropriate action on any alternative construction methods proposed by the contractor. Review and process supplemental drawings and Change Orders necessary to properly execute the work within the intended scope and to accommodate changed field conditions.
15. Maintain neat and orderly files for correspondence, Inspector's (Observation) Reports, meeting minutes, and other submissions.
16. Keep a daily diary recording work hours, weather conditions, site visitors, and other daily observations.
17. Develop, maintain, and distribute an emergency contact list.
18. Maintain a redline set of construction drawings to record as-built conditions, including back-up documentation. Prepare as-built plans from redline set, and distribute to Owner.
19. Certify the final record plans.
20. Furnish weekly written summary reports of contractor activities observed, work progress, and compliance with the approved construction schedule.
21. Notify the SPONSOR in advance of scheduled major tests or important construction phases.
22. Prepare, review, and approve monthly and final payments to the contractor.
23. Assemble and deliver to the SPONSOR required guarantees, certificates, or other data obtained from the contractor.
24. Develop and confirm punch list completion.
25. Conduct a final site visit and prepare a final list of items to be corrected.
26. Recommend final Project acceptance to the SPONSOR.

The CONSULTANT agrees to perform the services in the Construction Observation Phase of this Project during the construction contract period, estimated to be as follows:

Pre-Construction:	Sr. Project Manager	5 days
	Resident Project Rep. III	4 days
<hr/> <hr/>		
Construction		
Observation:	Sr. Project Manager	6 days
	Resident Project Rep. III	62 days @ 10 hrs/day
	Resident Project Rep. I	10 days @ 8 hrs/day
<hr/> <hr/>		
Post-Construction:	Sr. Project Manager	3 days
	Resident Project Rep. III	5 days

RESPONSIBILITIES/PROJECT RECORDS:

In general, the on-site administration and inspection (observation) staff are responsible for monitoring construction activity on a Project and documenting their observations in a formal Project record. The Project record contents and its preparation are required to be in accordance with the NYSDOT Manual of Uniform Record Keeping (M.U.R.K.). The M.U.R.K. system consists of the following:

1. Engineer's Periodic Project Diary
2. Inspector's (Observation) Periodic Reports
3. Field Measure Quantities, on a Periodic Basis
4. Prepare Statement of Days Charged, on a Weekly Basis
5. Summary of Inspector's (Observation) Periodic Reports
6. Preparation of Weekly Reports
7. Prime/Subcontractor Work Summary
8. Preparation of Material Acceptance Reports
9. Certification and Testing Log Book
10. Conduct Weekly Project Meetings with SPONSOR and Contractors and Prepare Minutes
11. Conduct Wage Rate Interviews with Prime/Subcontractors
12. Review Subcontractor Approval Forms
13. Review Weekly Payrolls for Prime/Subcontractors

14. Preparation of Periodic Payment Request for Contractor
15. Retain Copies of EEO/MWBE Monthly Utilization Reports for Audit
16. Preparation and Review of Change Orders/Force Account Work
17. Maintain Redline As-Built Drawings and Records as Work Progresses.

The resident inspection (observation) staff is also responsible for observing construction activity as it relates to aircraft operations, report any violations to the SPONSOR, coordination of Notice to Airmen (NOTAMS) as required with SPONSOR or designated representative, and to allow the construction of the Project to be in compliance with the contract documents.

CLARIFICATION OF RESPONSIBILITY

The SPONSOR acknowledges that the Contractor, in accordance with the Contract Documents, is solely responsible for the completion of the Project in a quality and timely manner. Passero Associates' (CONSULTANT'S) construction-phase work tasks for the Project are limited to those specified in this Scope of Work.

The SPONSOR acknowledges that at no time will Passero Associates' responsibilities include supervision or direction of the actual work by the Contractor or its employees, subcontractors, or suppliers.

The SPONSOR acknowledges that the Contractor is aware that neither the approval of contractor shop drawings nor the presence of Passero field representatives nor the observation of the work by Passero representatives shall excuse the Contractor in any way from defects discovered in the Work.

The SPONSOR acknowledges that the Contractor is responsible for Project site safety. Passero staff will not control, direct or be responsible for construction means, methods, techniques, sequences (other than specified in the Construction Phasing Plan) or procedures in connection with the Contractor's work.

If construction extends the anticipated completion date, a supplemental Work Order to extend Passero Associates' services may be required.

End of Schedule A



ARCHITECTURAL/ENGINEERING COST SUMMARY SCHEDULE "B"

PROJECT NAME: Air Cargo Pavement Rehabilitation (Construction)
 PROJ DESCRIPTION: Air Cargo Pavement Rehabilitation (Construction)
 CLIENT: Albany County Airport Authority
 CLIENT MANAGER: John LaClair, Airport Engineer

DATE: 25-May-23
 A/E: Passero Associates
 PROJECT NO: 20120402.0013
 PA CONTACT: Matt Nissen

I. ESTIMATE OF DIRECT SALARY COSTS:

	TITLE	MAXIMUM RATE OF PAY (\$/HR)	AVERAGE RATE OF PAY (\$/HR)	@	ESTIMATED HOURS		ESTIMATED COST
A.	DEPARTMENT MANAGER	\$102.57	\$90.32	X	0	=	\$0.00
B.	MANAGING ENGINEER	\$80.59	\$70.97	X	0	=	\$0.00
C.	SENIOR PROJECT MANAGER	\$73.26	\$64.52	X	112	=	\$7,225.81
D.	PROJECT MANAGER	\$69.60	\$61.29	X	0	=	\$0.00
E.	SENIOR PROJECT ENGINEER	\$60.44	\$53.23	X	48	=	\$2,554.84
F.	PROJECT ENGINEER / ENV SCIENTIST	\$53.12	\$46.77	X	0	=	\$0.00
G.	STAFF ENGINEER	\$45.79	\$40.32	X	0	=	\$0.00
H.	ENGINEER I/II	\$36.63	\$32.26	X	0	=	\$0.00
I.	SENIOR DESIGNER	\$37.85	\$33.33	X	0	=	\$0.00
J.	DESIGNER	\$34.07	\$30.00	X	0	=	\$0.00
K.	SENIOR PROJECT PLANNER	\$75.71	\$66.67	X	0	=	\$0.00
L.	PROJECT PLANNER II	\$51.28	\$45.16	X	0	=	\$0.00
M.	GRANTS ADMINISTRATOR	\$43.53	\$38.33	X	16	=	\$613.33
N.	ADMINISTRATIVE ASSISTANT	\$28.39	\$25.00	X	0	=	\$0.00
O.	RESIDENT PROJECT REPRESENTATIVE III	\$58.67	\$51.67	X	692	=	\$35,753.33
P.	RESIDENT PROJECT REPRESENTATIVE II	\$47.62	\$41.94	X	0	=	\$0.00
Q.	RESIDENT PROJECT REPRESENTATIVE I	\$42.13	\$37.10	X	80	=	\$2,967.74
R.	SENIOR/MANAGING ARCHITECT	\$95.24	\$83.87	X	0	=	\$0.00
S.	PROJECT ARCHITECT	\$64.35	\$56.67	X	0	=	\$0.00
T.	JOB CAPTAIN	\$43.53	\$38.33	X	0	=	\$0.00
U.	READYVIS/LANDSCAPE ARCHITECT	\$49.21	\$43.33	X	0	=	\$0.00
V.	SENIOR.MANAGING STRUCTURAL	\$75.71	\$66.67	X	0	=	\$0.00
W.	STRUCTURAL ENG	\$49.21	\$43.33	X	0	=	\$0.00
X.	SURVEY MANAGER	\$52.99	\$46.67	X	0	=	\$0.00
Y.	*SURVEY PARTY CHIEF	\$89.58	\$78.88	X	0	=	\$0.00
Z.	*SURVEYOR (FIELD) - 2 man	\$156.64	\$137.94	X	0	=	\$0.00
AA	SURVEYOR (OFFICE)	\$35.96	\$31.67	X	0	=	\$0.00

948

* Prevailing Wage

TOTAL ESTIMATED DIRECT SALARY COST:

\$49,115.05

II. OVERHEAD EXPENSES & PAYROLL BURDEN PER SCHEDULE "C" -

(AUDITABLE, ESTIMATED AND EXPRESSED AS A PERCENTAGE
OF DIRECT SALARY COST):

166.25%

\$81,653.78

III. SUBTOTAL OF ITEMS I & II:

TOTAL LABOR AND OVERHEAD

\$130,768.83

IV. ESTIMATE OF DIRECT EXPENSES:

A. TRAVEL, BY AUTO:

24 TRIPS @ 225 MILES/TRIP @ \$0.655 = \$3,537.00

B.	ON SITE TRAVEL BY RES. PROJ. REP.:					
		10 MILES/DAY	62	DAYS @	\$0.655	= \$406.10
C.	PER DIEM:					
		62 DAYS @	1	PERSONS @	\$183.00	= \$11,346.00
D.	MISCELLANEOUS (E.g.: Reproductions, Postage, Tolls, Etc.):					= \$1.74

TOTAL ESTIMATE OF DIRECT EXPENSES:

\$15,290.84

V. FIXED FEE (PROFIT):

A.	LABOR PLUS OVERHEAD:	15%	(OF III.)	\$19,615.32
B.	DIRECT EXPENSES:	0%	(OF IV.)	\$0.00
C.	SERVICES BY OTHERS (SBO's):	0%		\$0.00

TOTAL FIXED FEE:

\$19,615.32

VI. SUBCONTRACTS:

A. ESTIMATE OF SUBSURFACE INVESTIGATION & TESTS:

1	MOBILIZATION/DEMobilIZATION:	0	LUMP SUM	\$1,000.00	=	\$0.00
2	PAVEMENT CORES:	0	EACH @	\$110.00	=	\$0.00
3	CONTINUOUS SAMPLING:	0	L.F. @	\$25.00	=	\$0.00
4	OBSERVATION WELL:	0	L.F. @	\$15.00	=	\$0.00
5	TEST PITS:	0	EACH @	\$450.00	=	\$0.00
6	FIELD CBR:	0	EACH @	\$450.00	=	\$0.00
7	FIELD DENSITY TESTS:	0	EACH @	\$35.00	=	\$0.00
8	MECHANICAL ANALYSIS:	0	EACH @	\$80.00	=	\$0.00
9	LABORATORY PROCTORS:	0	EACH @	\$145.00	=	\$0.00
10	SOAKED LAB CBR (ASTM D1883, PAR 8.1.1):	0	EACH @	\$290.00	=	\$0.00
11	SOAKED LAB CBR (ASTM D1883, PAR 8.1.2):	0	EACH @	\$390.00	=	\$0.00
12	SOAKED LAB CBR (ASTM D1883, PAR 8.2):	0	EACH @	\$490.00	=	\$0.00
13	ATTERBERG LIMITS:	0	EACH @	\$90.00	=	\$0.00
14	NATURAL MOISTURE CONTENT:	0	EACH @	\$12.00	=	\$0.00
15	HYDROMETER ANALYSIS:	0	EACH @	\$60.00	=	\$0.00

TOTAL ESTIMATED SUBSURFACE INVESTIGATION & TESTS:

B. OTHER SBO'S, M/WBE, DBE:

1	Material Testing	\$16,000.00
2	Environmental Oversight	\$5,000.00

TOTAL SERVICES BY OTHERS COST

\$21,000.00

VII. TOTALS:

A. MAXIMUM TOTAL COST FOR CA/CO SERVICES, AGREEMENT TOTAL & FAA ELIGIBLE:

LUMP SUM: NOT TO EXCEED \$186,675.00

**PASSERO ASSOCIATES
ARCHITECTURAL/ENGINEERING
WORK SUMMARY**

PROJECT: Air Cargo Pavement Rehabilitation (Construction)
 SERVICES: CONSTRUCTION OBSERVATION
 CLIENT: Albany County Airport Authority
 CLIENT MGR: John LaClair, Airport Engineer

Date: 5/25/23
 Service Group Mgr: Lisa Cheung
 PA Project Manager: Matt Nissen
 Project Number: 20120402.0013

PHASE NO.	CODE NO.	PHASE	DEPT MAN	MAN ENG	SEN MAN	PROJ MAN	SEN PROJ	PROJ ENG/SCI	STAFF ENG	ENG III	SEN DES	PROJ PLAN	SEN ADMIN ASSIST	RES PROJ REP III	RES PROJ REP II	SEN PROJ ARCH	JOB CAPTAIN ARCH	READY LAND ARCH	SEN MAN SUCT	SURV SURV PARTY CHIEF	SURV FIELD OFFICE	LABOR COSTS	EXPENSES	SERVICES BY OTHERS	LOADED COSTS TOTALS	TOTAL HOURS PER TASK	
1	400	PROJECT MONITOR/GENERAL SUPERVISION			48									28													
2	401	GRANT'S ADMINISTRATION			16		16															\$4,543.44	\$16,260.04	\$16,000.00	\$13,971.45	76	
3	403	MEET/INDUSTRIAL VISITS			4		16							2								\$673.33			\$1,877.85	16	
4	404	SHOP DRAWINGS/REVIEWS			4		16							2								\$1,983.67			\$5,768.18	32	
5	405	FIELD/CONSTR. POS. / CONEST / ADMIN			40		16							40								\$1,213.01			\$3,714.09	22	
6	500	PHASE CONSTRUCTION OBSERVATION												620								\$4,647.31			\$14,229.49	60	
7	501	PHASE CONSTRUCTION OBSERVATION																				\$35,007.08			\$10,768.92	700	
8	701	Environmental Officer																							\$16,000.00		
9	702	Environmental Officer																							\$5,000.00		
10	600	DIRECT EXPENSES (ALL)																								\$16,260.04	
					112		48							692								\$49,715.05	\$17,260.04	\$21,000.00	\$198,675.00	945	

AGENDA ITEM NO. 10.3

**Construction Contract: Authorization to Award
Construction Contract 23-1146 for Airport Access
Gates and Operators and Power Controls
to Access Anvil Corp.**

AGENDA ITEM NO: 10.3
MEETING DATE: June 12, 2023

ALBANY COUNTY AIRPORT AUTHORITY
REQUEST FOR AUTHORIZATION

DEPARTMENT: *Planning and Engineering*

ACAA Approved
06/12/2023

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

PURPOSE OF REQUEST:

Construction Contract: *Authorization to Award Construction Contract 23-1146 for Airport Access Gates and Operators and Power Controls to Access Anvil Corp.*

CONTRACT AMOUNT:

Base Amount \$2,169,839.01

BUDGET INFORMATION:

Anticipated in Current ALB Capital Plan: Yes ✓ No NA
Funding Account No.: CPN 2002

AWARD CONDITIONS MET:

Apprenticeship ✓ DBE ✓ MWBE N/A

Service Disable Veteran Owned Business (SDVOB) N/A

FISCAL IMPACT - FUNDING (Dollars or Percentages)

Federal 90% State N/A Airport 10%
Term of Funding: 2023-2025
Grant No.: N/A STATE PIN: N/A

JUSTIFICATION:

Request to award Contract # 23-1146 Airport Access Gates and Operators and Power Controls to qualified low bidder Access Anvil Corp. of Albany, NY for \$2,169,839.01. The contract scope includes removal of the existing perimeter fence vehicle gates and operators and providing and installing new gates and operators. Also all perimeter fence man gates will be replaced or refurbished per the project plans. The award of this contract is contingent on FAA concurrence and compliance with the apprenticeship program.

CHIEF EXECUTIVE OFFICER'S RECOMMENDATION:

Recommend approval.

AGENDA ITEM NO: 10.3
MEETING DATE: June 12, 2023

FINAL AGREEMENT SUBJECT TO APPROVAL BY COUNSEL: YES NA

PROCUREMENT DEPARTMENT APPROVAL:

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

BACK-UP MATERIAL:

Please refer to the attached Contract 23-1146 Bid Tabulation.

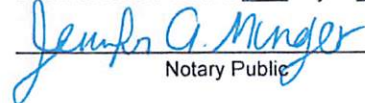
CONTRACT #23-1146
Airport Access Gate, Gate Operator, Power and Controls Replacement

Company Name	Access Anvil	GB Hastie Fence
Addendum #1	X	X
Addendum #2	X	X
Addendum #3	X	X
Addendum #4	X	X
Lump Sum Bid	\$2,199,999.00	\$3,321,040.00
Bid Bond	5%	5%
Board of Directors	x	X
Non-Collusion	X	X
Qualification Questionnaire	X	X
Acknowledgment	X	X

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

Albany Airport Authority Purchasing Department


 Katie Kane
 Deputy Purchasing Agent

Sworn to before me this 25th day of May 2023

 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. 10.4

**Lease Amendment: Amendment No. 5: Hangar
Lease Agreement No. L-759: Hyannis Air Service, Inc.
d/b/a Cape Air & Nantucket Airlines**

AGENDA ITEM NO: 10.4
MEETING DATE: June 12, 2023

ALBANY COUNTY AIRPORT AUTHORITY
REQUEST FOR AUTHORIZATION

ACAA Approved
06/12/2023

DEPARTMENT: *Legal Department*

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

PURPOSE OF REQUEST:

Lease Amendment: *Amendment No. 5: Hangar Lease Agreement No. L-759: Hyannis Air Service, Inc. d/b/a Cape Air & Nantucket Airlines*

CONTRACT AMOUNT:

Rent: *Current Rate \$6,997.71 per month to increase 3.5% to \$7,242.64 per month in January 2024*

BUDGET INFORMATION:

Anticipated in Current Budget: Yes No NA

FISCAL IMPACT - FUNDING (Dollars or Percentages)

Federal State Airport NA

JUSTIFICATION:

Hyannis Air Service, Inc. d/b/a Cape Air & Nantucket Airlines has been a tenant of Building No. 201 (Bluebird Hangar) for several years. The current Lease was effective July 1, 2011, went to holdover, month-to-month status December 31, 2017, it's term was extended to December 31, 2017 by Amendment 2; its term extended to March 31, 2019 by Amendment 3 and then month-to-month; and its term most recently extended to March 31, 2022 by Amendment 4 and has been month-to-month since. This Amendment also extends the term of the lease to March 31, 2024. Authorization is requested to enter into attached Amendment No. 5.

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 NA

BACK-UP MATERIAL: *Lease Amendment No. 5*

**LEASE AMENDMENT NO. 5
HANGAR LEASE AGREEMENT BETWEEN
ALBANY COUNTY AIRPORT AUTHORITY
AND
HYANNIS AIR SERVICE, INC. d/b/a CAPE AIR & NANTUCKET AIRLINES
AT THE ALBANY INTERNATIONAL AIRPORT
CONTRACT NO. L-759**

THIS LEASE AMENDMENT is made and entered into effective the _____ day of _____, 20___, by and between the **ALBANY COUNTY AIRPORT AUTHORITY** (the "Authority"), and **HYANNIS AIR SERVICE, INC. d/b/a Cape Air & Nantucket Airlines** (the "OPERATOR"), organized and existing under the laws of the Commonwealth of Massachusetts, licensed to do business in the State of New York, having an office at 660 Barnstable Road, Hyannis, Massachusetts 02601.

WHEREAS, the Authority and Operator have entered into a Hangar Lease Agreement ("Lease") effective July 1, 2011 known as Contract No. L-759 for the lease of space at Building 201 (a/k/a Bluebird Hangar) at the Albany International Airport; and

WHEREAS, the Lease was amended by Lease Amendment No. 1, effective the fifth day of November 2012;

WHEREAS, the Lease was amended by Lease Amendment No. 2, effective the first day of May 2017;

WHEREAS, the Lease was amended by Lease Amendment No. 3, effective the 18th day of October 2018;

WHEREAS, the Lease was amended by Lease Amendment No. 4, effective the 7th day of July 2021;

WHEREAS, the Authority and the Operator desire to revise the Lease to extend the Term of the Lease.

NOW THEREFORE, be it resolved by the parties that the Lease is amended and retroactive, effective April 1, 2022 as follows:

1. The Term of the Lease is extended until March 31, 2024.
2. Operator shall have the right to extend the Term of the Lease for two additional years, from April 1, 2022 until March 31, 2024 by giving the Authority written notice of its intention to do so.
3. The balance of the terms of the Lease shall remain in full force and effect. All capitalized terms herein, not otherwise defined, shall have the meanings ascribed to them in the Lease.

4. The Operator and Authority agree the delivery by facsimile or by electronic transmission in portable document format (PDF) of an executed original of this Lease Amendment is as effective as delivery of an originally executed License or Proposed Lease.

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

ALBANY COUNTY AIRPORT AUTHORITY

Samuel A. Fresina, Chairman

HYANNIS AIR SERVICE, d/b/a Cape Air & Nantucket Airlines

By:
Title:

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

On this ____ day of _____, 20__ before me personally came and appeared **Samuel A. Fresina**, 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 June 12, 2023; 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 **HYANNIS AIR SERVICE, INC. d/b/a Cape Air & Nantucket Airlines**, 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

AGENDA ITEM NO. 10.5

**Approval of a Memorandum of Agreement between
the County of Albany & the Albany
County Airport Authority for the provision of
communication services**

AGENDA ITEM NO: 10.5
MEETING DATE: June 12, 2023

ALBANY COUNTY AIRPORT AUTHORITY
REQUEST FOR AUTHORIZATION

ACAA Approved
06/12/2023

DEPARTMENT:

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

PURPOSE OF REQUEST:

Approval of a Memorandum of Agreement between the County of Albany & the Albany County Airport Authority for the provision of communication services

CONTRACT AMOUNT:

*Initial Term:
June 12, 2023 – June 11, 2024 – NTE \$96,000.00 (\$8,000/Mo)*

*Renewal Term:
June 12, 2024 – February 22, 2025 – NTE \$66,857.00 (\$8,000/Mo)*

BUDGET INFORMATION:

Anticipated in Current ALB Capital Plan: Yes__ No ✓ NA

FISCAL IMPACT - FUNDING (Dollars or Percentages)

Federal N/A State 0% Airport 100% NA _____

JUSTIFICATION:

Approval of a Memorandum of Agreement between the County of Albany & the Albany County Airport Authority for the provision of communication services as it relates to the upcoming Upstate Airport Economic Development & Revitalization Competition Grant Expansion Project. There will be an initial one (1) year term from June 12, 2023 – June 11, 2024, in an amount Not To Exceed \$96,000.00 with a renewal term from June 12, 2024 – February 22, 2025 (State Aviation Project Funding Agreement – Project Completion Date).

AGENDA ITEM NO: 10.5
MEETING DATE: June 12, 2023

CHIEF EXECUTIVE OFFICER'S RECOMMENDATION:

Recommend approval.

FINAL AGREEMENT SUBJECT TO APPROVAL BY COUNSEL: YES NO

PROCUREMENT DEPARTMENT APPROVAL:

Chief Financial Officer has approved. YES NO .

BACK-UP MATERIAL:

Memorandum of Agreement

COMMUNICATION
SERVICES

MEMORANDUM OF AGREEMENT
BETWEEN THE COUNTY OF ALBANY
AND THE ALBANY COUNTY AIRPORT AUTHORITY
FOR THE PROVISION OF
COMMUNICATION SERVICES
Contract No. 2023-

This Memorandum of Agreement entered into the ____ day of _____ 2023, by and between the County of Albany, a municipal corporation duly organized under the laws of the State of New York, acting by and through its County Executive, having a principal place of business at 112 State Street, Albany, New York 12207 (hereinafter, the “County”), and the Albany County Airport Authority, a public benefit corporation located at 737 Albany Shaker Road, Colonie, New York 12211 (hereinafter, the “Authority” and together with the County, may be referred to herein individually as a “[p]arty” and collectively as the “[P]arties”).

WITNESSETH:

WHEREAS, the Authority is engaged in a multimillion dollar transformational terminal expansion project (hereinafter the “Project”); and,

WHEREAS, the Authority intends to communicate to all visitors, residents, community stakeholders, government leaders, partners and the media through various outlets to effectively, accurately and timely present, all construction plan phases, road detours, possible delays and other events impacting the Airport and its users regarding this Project; and,

WHEREAS, the Authority is seeking assistance in this communication effort; and,

WHEREAS, the County possesses the requisite skills, expertise and resources necessary to assist the Authority in drafting, effectuating and implementing a communication plan for the duration of the Project; and,

WHEREAS, the Authority has agreed to accept the County’s assistance in in this communication effort; and,

WHEREAS, the communication plan shall be subject to the Authority’s approval and shall provide that all communication shall be from the Authority and at the Authority’s direction and with its approval; and

WHEREAS, the Authority shall maintain oversight over all of its statutory responsibilities and operational business; and

WHEREAS, the parties find that the performance of this Memorandum of Agreement is in the best interest of all parties, that the undertaking will benefit the public, and that the division of costs fairly compensates the performing party for the services or functions under this Memorandum of Agreement.

NOW THEREFORE, in consideration of the mutual benefits conferred by this Memorandum of Agreement, and parties hereby agree as follows:

SECTION I. SERVICES

1.1 The County shall provide the Authority with Communication Services as set forth in Exhibit "A" Scope of Services, incorporated into and made part hereof. The County shall provide the personnel, resources and expertise necessary to provide Communication Services, subject to the Authority's approval

1.2 The County shall maintain records of services provided herein. The Authority shall pay to the County an amount not to exceed \$8,000.00 per month each month for such services as may be provided and as further set forth in Exhibit "A" for the entirety of the project until completion of the project. The period of this MOU shall be until completion of this project or expiration of one year from execution of this MOU, whichever comes first. If at expiration of this MOU, the project is not completed, the parties agree to enter into a renewal of this MOU until completion of the project.

1.3 All County staff providing services under this Agreement shall remain employees of the County and be subject to supervision of the County. They shall continue to receive compensation and benefits from Albany County and will at all times be considered a County employee for all purposes.

1.4 The County shall invoice the Authority each month for such services as may be provided and as further set forth in Exhibit "A".

SECTION II. INDEMNIFICATION

The County shall defend, indemnify, and save harmless the Authority, its agents, representatives, and employees, from and against any and all claims, damages, losses, and expenses (including, but not limited to, reasonable attorney's fees) arising from the services rendered by the County in relation to this Memorandum of Agreement, provided, however, that the County shall not be obligated to indemnify the Authority for that portion of any claim, loss, or damage arising hereunder due to the negligent act or failure to act by the Authority.

The Authority shall defend, indemnify, and save harmless the Authority, its agents, representatives, and employees, from and against any and all claims, damages, losses, and

expenses (including, but not limited to, reasonable attorney's fees) arising out of this Memorandum of Agreement, provided however, that the Authority shall not be obligated to indemnify the County for that portion of any claim, loss, or damage arising hereunder due to the negligent act or failure to act by the County.

SECTION III. EFFECTIVE DATE AND TERM

The services and terms outlined in this Memorandum of Agreement shall be in full force and effect commencing on June 12, 2023. This MOU shall terminate upon completion of the project or expiration of one year from execution of the MOU whichever comes first. If at expiration of the MOU, the project is not completed, the parties agree to renew this Agreement for a period through completion of the project.

SECTION IV. AMENDMENTS

This Memorandum of Agreement represents the entire agreement between the Parties and no amendments or additions thereto or modifications thereof have been agreed to or shall be binding hereafter, unless evidenced in writing by the Parties.

SECTION V. NOTICE

All notices to be given hereunder shall be given in writing and shall be delivered personally or by U.S. mail as follows:

If to the County of Albany:

Daniel C. Lynch, Esq.
Deputy County Executive
Albany County Executive's Office
112 State Street, Rm. 1200
Albany, New York 12207

If to the Authority:

Philip F. Calderone, Esq.
Chief Executive Officer
Albany International Airport
Administration Building
Suite 200
Colonie, New York 12211

SECTION VI. INSURANCE REQUIREMENTS

6.1 The Authority shall maintain insurance for General Liability, Employment Practices Liability, Worker's Compensation, Property, Bodily Injury, and for the premises utilized in completing this

Memorandum of Agreement in an amount not less than ONE MILLION (\$1,000,000.00) DOLLARS per occurrence subject to a THREE MILLION (\$3,000,000.00) DOLLAR aggregate.

6.2 Certificates of insurance shall be issued naming the County of Albany as certificate holder and primary/non-contributory additional insured as required by written contract.

6.3 The County shall maintain General Liability insurance and Worker's Compensation Insurance for any employees performing work under this agreement.

SECTION VII. ENTIRE AGREEMENT

This Memorandum of Agreement represents the sole and entire agreement between the Parties and shall supersede any and all other agreements regarding the topic of this Agreement. The Parties acknowledge and agree that neither Party has made any representation with respect to the subject matter of this Memorandum of Agreement or any representations inducing the execution and delivery hereof except such representations as are specifically set forth herein and each of the Parties acknowledge that each has relied on its own judgment in entering into this Memorandum of Agreement. The Parties further acknowledge that any prior statements or representations made, if at all, are void and of no effect on this Memorandum of Agreement, and that neither Party has relied on such prior statements or representations in connection with this Memorandum of Agreement.

IN WITNESS WHEREOF, each of the Parties has duly signed this Memorandum of Agreement on the dates written below. The Authority and County agree the delivery by facsimile or by electronic transmission in portable document format (PDF) of an executed original of this Agreement is as effective as delivery of an originally executed Agreement.

The County of Albany

By: _____ Date _____
Daniel P. McCoy
County Executive
Or
Daniel C. Lynch, Esq.
Deputy County Executive

The Albany County Airport Authority

By: _____ Date _____
Names: Philip F. Calderone, Esq.
Title: Chief Executive Officer

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

On the ____ day of _____, 2023, before me, the undersigned, a notary public in and for the state, personally appeared Daniel P. McCoy, personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the attached instrument and acknowledged to me that s/he executed the same in his/her capacity, and that by his/her signature on the instrument, the individual, or the person upon behalf of which the individual acted, executed the instrument.

NOTARY PUBLIC

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

On the ____ day of _____, 2023, before me, the undersigned, a notary public in and for the state, personally appeared Daniel C. Lynch, personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the attached instrument and acknowledged to me that s/he executed the same in his/her capacity, and that by his/her signature on the instrument, the individual, or the person upon behalf of which the individual acted, executed the instrument.

NOTARY PUBLIC

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

On the ____ day of _____, 2023, before me, the undersigned, a notary public in and for the state, personally appeared Phillip F. Calderone, personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the attached instrument and acknowledged to me that s/he executed the same in his/her capacity, and that by his/her signature on the instrument, the individual, or the person upon behalf of which the individual acted, executed the instrument.

NOTARY PUBLIC

Exhibit “A”
Scope of Services
Scope of Work

The Authority shall consult with the County and the County will assist the Authority on the Project as follows:

- Coordinate strategic communications with project timeline
- Integrate with project team and consultants
- Message Development
- Define audiences and communications channels
- Stakeholder engagement and relations
- Community liaison
- Public relations – both proactive and reactive – maintain editorial and columnist support
- Facility and jobsite communications programming
- Reporting; drafting and submitting timely reports, plans and supporting material to the Authority

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1. The parties agree that the points of contact for each party shall be a follows:

For the County: The Director of Communications
 County Executive’s Office

For the Airport Authority:

The Chief Executive Officer of the Airport Authority
And
The Board Member, Chair of the Communications
Committee

AGENDA ITEM NO. 11

Authorization of Change Orders

AGENDA ITEM NO. 12

Authorization of Federal and State Grants

AGENDA ITEM NO. 13

Informational Only

Old Business

New Business

Executive Session
Attorney-Client Privilege Matters