



**ALBANY COUNTY AIRPORT AUTHORITY**

**REGULAR MEETING**

**AGENDA**

**June 10, 2024**

**General:**

- 1. Chairman's Remarks**
- 2. Approval of Minutes**  
**Regular Meeting - May 9, 2024**
- 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 To authorize the issuance of multiple Purchase Orders for Janitorial Supplies to the lowest accepted bid.**
  - 10.2 Lease Amendment: Lease Amendment No. 9 to Contract No. L-637 with Prescott Holdings, Inc.**
  - 10.3 Issue Purchase Order for Purchase and Installation of a new MRL**



**Elevator Replacements for Elevators #1, 2, 3, 9, 10 & 11 with Kone.**

**10.4 Authorization to Award Construction Contract 1127-GC for Concourse A Rehabilitation to AOW Construction LLC.**

**10.5 Amendment #1 to Contract No. S-22-1129 Construction Management Services with Turner Construction Company**

**11. Authorization of Change Orders - None**

**12. Authorization of Federal and State Grants - None**

**13. Informational Only - None**

**Old Business:**

**New Business:**

**Executive Session - Attorney-Client Privilege Matters**



# NOTICE

# **AGENDA ITEM NO. 1**

## **Chairman's Remarks**

## **AGENDA ITEM NO. 2**

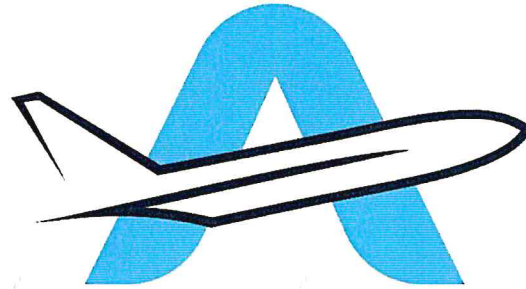
### **Approval of Minutes**

**AGENDA ITEM NO. 3**

**Communications and  
Report of Chief Executive Officer**

## **AGENDA ITEM NO. 4**

### **Financials**



# **ALBANY**

INTERNATIONAL AIRPORT

**Monthly Financial Report**

**April 2024**

(dated May 23, 2024)

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May 24, 2024

ACAA Members  
Philip F. Calderone, Esq.

**INTRODUCTION**

Changes in Enplanement, Cargo and Operations are shown below:

	2024 Current Year versus			
	2024 Month Budget	2023 Month Actual	2023 YTD	2023 Prev. 12 Mo.
Enplanements	0.6%	8.2%	9.9%	7.1%
Cargo	(17.6)	(7.4)	(5.6)	(0.7)
Operations	1.0	(0.6)	(2.3)	(1.9)

	Month	
	Apr23	Apr24
Destination Airports	19	20
Scheduled Monthly Flight	1,303	1,252
Average Daily Flights	43.4	40.3
Pax Lift (Pax Seats)	139,097	137,834
Enplanements	110,378	113,864

**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 \$36,564,945 and equates to approximately 10.83 months of operating reserves (Notes to Financial Statements #2, Page 8).

Cash Position – Restricted

Restricted cash available for capital purposes is as follows:

Projects	\$9,260,406
Projects – PFC	10,644,014
Projects – Other	<u>1,420,399</u>
	<b>\$21,324,819</b>

Accounts Receivable

The Accounts Receivable balance is approximately 14.37 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	\$ 1,141,682	\$ 5,113,904
FBO Profit	<u>247,284</u>	<u>711,077</u>
	1,388,966	5,824,981
Other Rev/Exp (d.ser.)	( 254,439)	(1,023,108)
Capital Contributions	3,438,046	3,438,046
Airline Incnt. Payts.	<u>( 22,591)</u>	<u>( 110,658)</u>
	<u>3,161,016</u>	<u>2,304,280</u>
	<b>\$ 4,549,982</b>	<b>\$8,129,261*</b>

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

Airport Operating Revenues

Monthly operating revenues increased approximately \$469K from the same month the prior year. YTD operating revenues increased approximately \$1,736K over the same time period the prior year.

Airport Operating Expenses

Monthly operating expenses were approximately \$3,513K and \$2,585K for 2024 and 2023, respectively. YTD operating expenses were \$12,622K and \$10,746K for 2024 and 2023, respectively.



**AIRPORT OPERATING BUDGET**

Monthly airport operating revenues were favorable to budget by approximately \$413K, due in large part to airline terminal space rental revenue. Monthly airport operating expenses compared to budget were unfavorable by approximately \$205K.

YTD airport operating revenues were favorable to budget by approximately \$772K. YTD airport operating expense were favorable by approximately \$610K.

**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:

	2024 Current Year versus			
	2024 Budget	2023 Month	2023 YTD	2023 Prev. 12 Mo.
JetA (gals)	2.6%	36.8%	(6.6%)	1.4%
AvGas (gals)	33.9	33.6	30.2	11.9

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

The FBO had operating profits of approximately \$247K and \$711K, for the month and year-to-date, respectively, both favorable as compared to the budget.

Monthly FBO operating revenues were favorable to budget by approximately \$118K. Monthly FBO COGS (cost of goods sold-fuel) compared to budget were unfavorable by approximately \$49K. Monthly FBO operating expenses compared to budget were unfavorable by approximately \$23K.

YTD FBO operating revenues were favorable to budget by approximately \$6K, due to deicing services. YTD FBO COGS (cost of goods sold-fuel) compared to budget were unfavorable by approximately \$68K. YTD FBO operating expenses compared to budget were unfavorable by approximately \$31K.

**PASSENGER AIRLINE SCHEDULES**

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

		Begin	+	-	End
Jan22	(week#22-04)	243	27	(27)	243
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
Jul23	(week#2330)	278	28	-	306
Aug23	(week#2334)	306	2	(9)	299
Sep23	(week#2338)	299	12	(25)	286
Oct23	(week#2343)	286	25	(14)	297
Nov23	(week#2347)	297	2	(41)	258
Dec23	(week#2352)	258	10	(11)	257
Jan24	(week#2404)	257	27	(17)	267
Feb24	(week#2408)	267	27	(7)	287
Mar24	(week#2412)	287	16	(18)	285
Apr24	(week#2417)	285	15	(12)	288
May24	(week#2421)	288	12	(7)	293
Jun24	(week#2426)	293	41	(6)	328

**PROJECTIONS**

2024 and 2025 enplanement projections are as follows:

	2024	2025
Jan 2024	1,425,000	1,460,000
Feb2024	1,425,000	1,460,000
Mar 2024	1,425,000	1,460,000
Apr 2024	1,435,000	1,460,000
May2024		
Jun 2024		
Jul 2024		
Aug 2024		
Sep 2024		
Oct 2024		
Nov 2024		
Dec2024		

**BOND RATINGS**

Apr21	Moody's	A3	Stable
Jul23	Moody's	A2	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>
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 <sup>(1)</sup>	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
Thru Week 23-22	186	5	(3)	188
Thru Week 23-33	188	2	(5)	185
Thru Week 23-36	185	5	(5)	185
Thru Week 23-41	185	6	(4)	187
Thru Week 23-46	187	5	(3)	189
Thru Week 23-50	189	6	4	191
Thru Week 24-03	191	7	7	191
Thru Week 24-07	191	7	2	196
Thru Week 24-11	196	2	4	194
Thru Week 24-15	194	3	1	196
Thru Week 24-20	196	5	3	198

(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>
Jan22	90.6	188.4	90.6	188.4	104.6	137.3
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		23.8	
Feb23	17.5	15.7	22.6	18.4	20.6	18.9
Mar23	9.7	0.6	17.5	13.6	17.0	17.0
Apr23	7.1	(2.7)	14.4	8.7	14.1	12.1
May23	7.1	2.2	12.7	7.2	12.2	9.5
Jun23	7.7	(1.2)	11.8	5.6	11.4	7.2
Jul23	7.8	(0.2)	11.2	4.6	11.4	5.7
Aug23	7.7	4.8	10.7	4.6	11.0	4.7
Sep23	5.7	3.3	10.2	4.5	10.0	3.9
Oct23	7.3	11.7	10.0	5.2	9.5	4.6
Nov23	7.0	11.0	9.7	5.9	9.4	5.5
Dec23	8.5	16.4	9.7	6.7	9.7	6.7
Jan24	3.5	6.8	3.5	6.8	8.1	5.5
Feb24		11.1		9.0		5.1
Mar24		13.2		10.5		6.2

Cargo (tons)

	<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>
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)
Jan23	(7.7)	(7.7)	(7.7)	(7.7)	(4.2)	(8.0)
Feb23	(6.7)	(10.3)	(7.5)	(9.4)	(5.0)	(9.4)
Mar23	(8.5)	(2.0)	(7.9)	(6.2)	(5.8)	(8.1)
Apr23	(11.0)	(2.4)	(8.7)	(5.2)	(6.0)	(6.1)
May23	(2.5)	4.6	(7.5)	(3.2)	(5.7)	(4.1)
Jun23	(6.6)	(1.5)	(7.3)	(2.9)	(6.0)	(3.7)
Jul23	(11.5)	(5.4)	(7.9)	(3.3)	(6.3)	(2.9)
Aug23	(3.1)	21.8	(7.3)	0.1	(6.6)	(1.0)
Sep23	(8.5)	(8.3)	(7.4)	(0.9)	(7.1)	(1.5)
Oct23	(7.7)	1.9	(7.5)	(0.6)	(7.2)	(0.9)
Nov23	(5.5)	4.2	(7.4)	(0.1)	(7.6)	(0.5)
Dec23	(7.1)	(4.4)	(7.3)	(0.6)	(7.3)	(0.6)
Jan24	(2.0)	(9.1)	(2.0)	(9.1)	(6.9)	(0.7)
Feb24		6.5		(1.6)		6.9
Mar24		(11.8)		(5.0)		(0.3)

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

	Unaudited April 30, 2023	Unaudited April 30, 2024
<b><u>ASSETS</u></b>		
<b>CURRENT ASSETS</b>		
Unrestricted Assets		
Cash and cash equivalents	\$7,276,106	\$9,454,320
Development Fund	20,875,430	27,110,625
Accounts Receivable - net	1,062,435	2,510,581
Lease Receivable	2,567,186	2,722,345
Prepaid Expenses	1,469,753	848,271
<b>Total Unrestricted Assets</b>	<b>33,250,910</b>	<b>42,646,142</b>
Restricted Assets		
Operating and Renewal Reserves	8,242,419	9,112,087
CFC Funds	457,344	472,417
Capital Funds	13,153,028	9,260,406
PFC Funds	9,255,464	10,644,014
Revenue Bond Funds	11,075,662	12,220,618
FAA Restricted Funds	207,375	214,084
Concession Improvement Funds	711,233	733,898
<b>Total Restricted Assets</b>	<b>43,102,525</b>	<b>42,657,524</b>
<b>Total Current Assets</b>	<b>76,353,435</b>	<b>85,303,666</b>
<b>NON-CURRENT ASSETS</b>		
Capital Assets	269,479,989	279,715,204
Lease Receivable	18,404,031	16,969,066
Prepaid Expenses	194,232	178,797
<b>Total Non-Current Assets</b>	<b>288,078,252</b>	<b>296,863,067</b>
<b>Total Assets</b>	<b>364,431,687</b>	<b>382,166,733</b>
<b><u>DEFERRED OUTFLOWS OF RESOURCES</u></b>		
Refunding	959,399	638,650
OPEB Expenses	1,025,989	906,998
Pension Expenses	1,048,107	1,063,610
<b>Total Deferred Outflows of Resources</b>	<b>3,033,495</b>	<b>2,609,258</b>
<b>TOTAL ASSETS AND DEFERRED OUTFLOWS</b>	<b>367,465,182</b>	<b>384,775,991</b>
<b><u>LIABILITIES AND NET ASSETS</u></b>		
<b>CURRENT LIABILITIES</b>		
Payable from Unrestricted Assets	5,631,130	11,136,338
Payable from Restricted Assets	11,343,367	15,366,992
<b>Total Current Liabilities</b>	<b>16,974,497</b>	<b>26,503,330</b>
<b>NON-CURRENT LIABILITIES</b>		
Bonds and other debt obligations	59,817,198	51,326,409
Net OPEB Liability	6,115,332	6,442,137
Net Pension Liability - proportionate share	(242,651)	1,141,928
<b>Total Non-Current Liabilities</b>	<b>65,689,879</b>	<b>58,910,474</b>
<b>Total Liabilities</b>	<b>82,664,376</b>	<b>85,413,804</b>
<b><u>DEFERRED INFLOWS OF RESOURCES</u></b>		
Concession Improvement Funds	819,947	951,816
OPEB Expenses	1,275,576	766,596
Pension Expenses	1,246,137	75,313
Leases	20,221,742	18,721,114
<b>Total Deferred Inflows of Resources</b>	<b>23,563,402</b>	<b>20,514,839</b>
<b><u>NET POSITION</u></b>		
Invested in Capital Assets, net of Related Debt	214,189,007	216,013,549
Restricted	27,481,108	39,570,530
Unrestricted	19,567,289	23,263,269
<b>Net Position</b>	<b>261,237,404</b>	<b>278,847,348</b>
<b>TOTAL LIABILITIES, DEFERRED INFLOWS AND NET POSITION</b>		
	<b>\$ 367,465,182</b>	<b>\$ 384,775,991</b>



**Albany County Airport Authority**  
**2023 Summary of Revenues, Expenses and Net Results**  
**For the four months ended April 30, 2024**

	Current Month			Year to Date		
	2024 Budget	2023 Actual	2024 Actual	2024 Budget	2023 Actual	2024 Actual
<b>AIRPORT OPERATING REVENUES</b>						
Airline	\$ 1,289,836	\$ 1,282,294	\$ 1,587,633	\$ 5,159,346	\$ 5,205,169	\$ 6,336,129
Non-Airline	2,951,175	2,903,446	3,067,193	11,804,699	10,794,536	11,400,025
<b>Total Revenues</b>	<b>4,241,011</b>	<b>4,185,740</b>	<b>4,654,826</b>	<b>16,964,045</b>	<b>15,999,705</b>	<b>17,736,154</b>
<b>AIRPORT OPERATING EXPENSES</b>						
Personal Services	1,073,882	912,536	970,741	4,295,529	3,380,938	4,035,458
Employee Benefits	561,368	442,332	483,204	2,245,473	1,796,471	1,910,328
Utilities & Communications	277,108	162,966	184,358	1,108,434	1,160,648	915,755
Purchased Services	644,465	488,066	1,068,624	2,577,859	1,845,564	3,099,183
Material & Supplies	483,710	422,750	544,697	1,934,842	1,740,452	1,745,486
Office	91,116	43,623	69,745	364,463	248,474	333,752
Administration	100,155	93,776	131,733	400,619	357,572	444,180
Non-Capital Equipment	76,304	18,742	60,042	305,217	215,838	138,108
<b>Total Expenses</b>	<b>3,308,108</b>	<b>2,584,791</b>	<b>3,513,144</b>	<b>13,232,436</b>	<b>10,745,957</b>	<b>12,622,250</b>
<b>AIRPORT OPERATING RESULTS</b>	<b>932,903</b>	<b>1,600,949</b>	<b>1,141,682</b>	<b>3,731,609</b>	<b>5,253,748</b>	<b>5,113,904</b>
<b>FBO OPERATING RESULTS</b>	<b>201,040</b>	<b>131,145</b>	<b>247,284</b>	<b>804,160</b>	<b>1,222,262</b>	<b>711,077</b>
<b>TOTAL OPERATING RESULTS</b>	<b>1,133,943</b>	<b>1,732,094</b>	<b>1,388,966</b>	<b>4,535,769</b>	<b>6,476,010</b>	<b>5,824,981</b>
<b>OTHER REVENUES (EXPENSES)</b>						
Interest Earnings	66,667	130,537	240,297	266,668	480,133	914,477
Passenger Facility Charges	303,456	303,456	303,456	1,213,824	1,213,824	1,213,824
ACAA Debt Service	(827,785)	(835,222)	(827,785)	(3,311,140)	(3,340,888)	(3,311,140)
Line of Credit Interest	(66,667)	-	(14,065)	(266,668)	-	(14,065)
Grant Income	11,558	1,520,533	12,958	46,232	2,095,442	50,996
Insurance Recoveries	-	-	-	-	-	-
Improvement Charges	30,700	30,700	30,700	122,800	122,800	122,800
<b>Total Other Revenues(Expenses)</b>	<b>(482,071)</b>	<b>1,150,004</b>	<b>(254,439)</b>	<b>(1,928,284)</b>	<b>571,311</b>	<b>(1,023,108)</b>
<b>INCOME/(LOSS) BEFORE CAPITAL CONTRIBUTIONS</b>	<b>651,872</b>	<b>2,882,098</b>	<b>1,134,527</b>	<b>2,607,485</b>	<b>7,047,321</b>	<b>4,801,873</b>
<b>AIRLINE INCENTIVES</b>	<b>(33,333)</b>	<b>(31,078)</b>	<b>(22,591)</b>	<b>(133,332)</b>	<b>(119,569)</b>	<b>(110,658)</b>
<b>CAPITAL CONTRIBUTIONS</b>	<b>-</b>	<b>1,725,630</b>	<b>3,438,046</b>	<b>-</b>	<b>2,440,233</b>	<b>3,438,046</b>
<b>INCREASE (DECREASE) IN NET POSITION</b>	<b>\$ 618,539</b>	<b>\$ 4,576,650</b>	<b>\$ 4,549,982</b>	<b>\$ 2,474,153</b>	<b>9,367,985</b>	<b>8,129,261</b>
<b>NET POSITION, BEGINNING OF PERIOD</b>					<b>251,869,419</b>	<b>270,718,087</b>
<b>NET POSITION, END OF PERIOD</b>					<b>\$ 261,237,404</b>	<b>\$ 278,847,348</b>
<b>RECONCILIATION TO AIRLINE FUNDS REMAINING:</b>						
<b>NET RESULTS BEFORE RESERVES</b>	<b>651,872</b>	<b>2,882,098</b>	<b>1,134,527</b>	<b>2,607,485</b>	<b>7,047,321</b>	<b>4,801,873</b>
Less: Capital Improvements	(332,701)	(287,060)	(332,701)	(1,330,804)	(1,148,239)	(1,330,804)
Less: Reserve Requirements	(107,545)	(71,443)	(107,545)	(430,179)	(285,771)	(430,179)
<b>NET RESULTS</b>	<b>211,626</b>	<b>2,523,596</b>	<b>694,281</b>	<b>846,502</b>	<b>5,613,311</b>	<b>3,040,890</b>
Revenue Sharing:						
Transfer to/from Airlines (50%)	105,813	1,261,798	347,141	423,251	2,806,656	1,520,445
Authority Share (50%)	105,813	1,261,798	347,141	423,251	2,806,656	1,520,445
Less: Airline Incentives	(33,333)	(31,078)	(22,591)	(133,332)	(119,569)	(110,658)
<b>Net Authority Share</b>	<b>\$ 72,480</b>	<b>\$ 1,230,720</b>	<b>\$ 324,550</b>	<b>\$ 289,919</b>	<b>\$ 2,687,087</b>	<b>\$ 1,409,787</b>

**Albany County Airport Authority**  
**Operating Revenues**  
**For the four months ended April 30, 2024**

	Current Month			Year to Date		
	2024 Budget	2023 Actual	2024 Actual	2024 Budget	2023 Actual	2024 Actual
<b>AIRLINE REVENUES</b>						
<b>COMMERCIAL</b>						
Landing Fees-Signatory	\$ 646,841	\$ 538,595	\$ 683,471	\$ 2,587,364	\$ 2,012,440	\$ 2,630,104
Landing Fees-Non Signatory	7,030	0	0	28,120	0	0
Airline Apron Fees	82,544	69,361	74,405	330,175	277,443	297,620
Glycol Disposal Fee	25,120	2,693	31,687	100,479	232,118	227,695
<b>CARGO</b>						
Landing Fees-Signatory	0	56,462	71,143	0	222,914	274,793
Landing Fees-Non Signatory	0	3,280	847	0	13,074	3,612
<b>TERMINAL</b>						
Loading Bridges	73,556	59,389	68,955	294,224	237,558	275,818
Space Rental	453,996	552,108	656,216	1,815,984	2,208,434	2,624,863
Non-Signatory Per Turn Fee	750	406	909	3,000	1,189	1,624
<b>TOTAL AIRLINE REVENUES</b>	<b>1,289,836</b>	<b>1,282,294</b>	<b>1,587,633</b>	<b>5,159,346</b>	<b>5,205,169</b>	<b>6,336,129</b>
<b>NON-AIRLINE REVENUES</b>						
<b>AIRFIELD</b>						
Tenant Maintenance	2,500	0	16,946	10,000	20,957	39,871
<b>Total Airfield</b>	<b>2,500</b>	<b>0</b>	<b>16,946</b>	<b>10,000</b>	<b>20,957</b>	<b>39,871</b>
<b>TERMINAL</b>						
Utility Reimbursement	2,000	2,880	2,771	8,000	12,257	12,036
Tenant Maintenance	1,713	0	1,675	6,853	2,180	4,945
Space Rent - Non Airline	13,011	18,851	16,410	52,045	76,012	66,225
Space Rent - Fixed Non Airline	48,329	47,130	47,130	193,316	188,518	188,518
Food & Beverage	121,125	106,149	119,627	484,500	402,573	436,419
Retail	90,250	95,448	80,636	361,000	312,598	300,192
Advertising	0	0	0	0	0	(4,300)
ATM	1,167	1,893	1,216	4,667	6,858	4,826
Operating Permits	29,256	31,911	34,795	117,024	122,020	136,412
Vending Machines	1,601	0	1,171	6,403	4,515	4,400
Baggage Cart Rentals	1,167	958	1,234	4,667	3,886	4,750
<b>Total Terminal</b>	<b>309,619</b>	<b>305,219</b>	<b>306,664</b>	<b>1,238,474</b>	<b>1,131,418</b>	<b>1,154,425</b>
<b>GROUND TRANSPORTATION</b>						
Parking	1,549,451	1,742,150	1,777,274	6,197,803	6,274,518	6,564,248
Rental Cars	546,250	389,213	409,237	2,185,000	1,387,392	1,440,170
Access Fees	16,714	672	20,757	66,855	71,873	53,635
TNCs	28,000	24,643	32,474	112,000	96,915	107,077
Garage Space Rent	7,187	6,911	7,188	28,750	27,644	28,750
Garage Kiosk Rent	1,800	1,800	1,800	7,200	7,200	7,200
<b>Total Ground Transportation</b>	<b>2,149,402</b>	<b>2,165,390</b>	<b>2,248,730</b>	<b>8,597,608</b>	<b>7,865,543</b>	<b>8,201,080</b>
<b>OTHER AIRPORT</b>						
Telephone System - Tenants	4,261	4,397	4,370	17,042	17,679	17,353
Building Rental	6,638	11,643	6,292	26,553	46,562	25,773
Control Tower Rental	66,210	64,595	65,887	264,842	258,381	263,549
Air Cargo Facility	91,667	41,707	109,550	366,667	171,842	438,201
State Executive Hangar	103,924	103,924	103,924	415,694	415,694	415,694
T Hangars	15,530	11,844	13,390	62,120	52,205	57,821
Tie Downs	132	252	136	529	1,009	544
Industrial Park	52,614	47,396	49,763	210,455	175,138	198,554
Land Rental	36,993	40,714	37,667	147,970	165,700	150,533
Eclipse Hangar	0	26,157	0	0	104,628	0
Hangar Rental	76,675	48,954	76,206	306,701	195,818	304,826
Antenna Space Rental	9,373	6,827	6,934	37,491	27,308	27,735
Internet and Cable Access	442	775	555	1,767	2,100	1,220
Fingerprinting	2,083	3,448	3,328	8,333	11,039	12,747
Tenant Maintenance	167	0	0	667	0	0
Ebay/Scrap/Equipment Sales	417	0	689	1,667	917	5,107
Utility Reimbursement	13,750	17,394	15,819	55,000	98,651	68,168
Reimb of Property Taxes	2,113	0	0	8,452	26,819	15,741
Other	6,667	2,809	344	26,667	5,129	1,081
<b>Total Other Airport</b>	<b>489,654</b>	<b>432,837</b>	<b>494,853</b>	<b>1,958,617</b>	<b>1,776,619</b>	<b>2,004,649</b>
<b>TOTAL NON AIRLINE REVENUES</b>	<b>2,951,175</b>	<b>2,803,446</b>	<b>3,067,193</b>	<b>11,804,699</b>	<b>10,794,536</b>	<b>11,400,025</b>
<b>TOTAL REVENUES</b>	<b>\$ 4,241,011</b>	<b>\$ 4,185,740</b>	<b>\$ 4,654,826</b>	<b>\$ 16,964,045</b>	<b>\$ 15,999,706</b>	<b>\$ 17,736,155</b>

April 2024 Monthly Financial Report

Albany County Airport Authority  
FBO Results  
For the four months ended April 30, 2024

	Current Month			Year to Date		
	2024 Budget	2023 Actual	2024 Actual	2024 Budget	2023 Actual	2024 Actual
<b>REVENUES</b>						
Retail Fuel						
Jet A Fuel Sales	\$ 620,833	\$ 440,324	\$ 663,214	\$ 2,483,333	\$ 1,825,357	\$ 1,774,398
AvGas Fuel Sales	35,363	35,065	48,559	141,450	94,558	122,371
Commercial AvGas Fuel Sales	1,667	2,611	1,309	6,667	5,071	5,431
Auto & Diesel Fuel Sales	24,583	16,345	20,885	98,333	108,550	117,685
Retail Fuel Sales	682,446	494,345	733,967	2,729,783	2,033,536	2,019,885
Into Plane Fees	67,500	64,690	60,345	270,000	241,995	227,155
Fuel Farm Fees	76,375	71,380	72,950	305,500	274,074	292,910
General Aviation Landing Fees	28,333	27,641	39,950	113,333	119,393	140,221
Aircraft Parking Fees	45,833	43,068	52,329	183,333	171,651	172,528
Deicing Services	124,954	20,617	172,809	499,817	1,887,685	1,222,118
FBO Properties	37,428	27,282	31,987	149,710	131,326	131,317
FBO Services	11,250	10,577	28,004	45,000	72,998	96,613
<b>TOTAL REVENUES</b>	<b>1,074,119</b>	<b>759,600</b>	<b>1,192,341</b>	<b>4,296,477</b>	<b>4,932,657</b>	<b>4,302,746</b>
<b>COST OF SALES</b>						
Fuel Costs - Jet A	311,667	226,081	339,647	1,246,667	980,469	963,236
Fuel Discounts - Jet A	25,000	13,727	16,666	100,000	53,716	62,358
Fuel Costs - SAF	0	0	0	0	0	0
Fuel Costs - AvGas	26,738	26,162	34,725	106,950	74,264	87,137
Fuel Discounts - AvGas	0	0	1,139	0	1,780	2,960
Fuel Costs - Commercial AvGas	1,250	1,046	1,321	5,000	4,119	4,699
Fuel Costs - Auto & Diesel	18,500	11,835	15,711	74,000	83,858	95,299
Total Fuel Costs	383,154	278,851	409,209	1,532,617	1,198,206	1,215,688
Deicing Costs - Type I & IV	94,442	16,190	111,115	377,769	1,211,712	750,185
Customs Garbage, Oil & Other	167	1,175	6,577	667	1,175	13,471
Total Cost of Sales	477,763	296,216	526,902	1,911,053	2,411,093	1,979,345
Net Operating	596,356	463,384	665,439	2,385,424	2,521,564	2,323,402
<b>OPERATING EXPENSES BY CATEGORY</b>						
Personal Services						
Salaries	150,710	160,676	175,366	602,841	544,117	648,503
Overtime	20,669	26,635	17,262	82,675	91,479	87,611
Total Personal Services	171,379	187,312	192,629	685,516	635,595	736,114
Employee Benefits	67,067	37,764	52,517	268,267	172,686	219,543
Utilities & Communications	8,507	10,347	9,364	34,029	46,646	40,376
Purchased Services	57,568	42,404	55,644	230,273	155,015	161,724
Materials & Supplies						
Buildings	11,117	3,622	7,206	44,469	47,577	36,336
Grounds	3,167	2,425	1,691	12,667	3,480	4,540
Vehicles	38,099	20,845	48,369	152,397	115,805	229,420
Total Materials & Supplies	52,383	26,892	57,266	209,532	166,862	270,296
Administrative Expenses	28,870	27,521	37,859	115,478	122,498	143,596
Non-Capital Equipment	9,542	0	12,876	38,168	0	40,676
<b>TOTAL EXPENSES</b>	<b>395,316</b>	<b>332,239</b>	<b>418,154</b>	<b>1,581,264</b>	<b>1,299,302</b>	<b>1,612,325</b>
FBO Net Direct Cost	\$ 201,040	\$ 131,145	\$ 247,284	\$ 804,160	\$ 1,222,262	\$ 711,077

**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**

2024 Operating Budget - Airport	\$40,097,302
2024 Operating Budget – FBO	<u>10,476,951</u>
	<u>\$50,574,253</u>

Monthly Operating Outflow (\$50,574,253/12)  
\$4,214,521

Months Operating Reserves Unrestricted  
\$36,564,945/\$4,214,521 ~ 8.67 months

Months Operating and Renewal Reserves  
\$9,112,087/\$4,214,521 ~ 2.16 months

	Unrest.	Restr	Total
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
May23	8.03	2.16	10.19
Jun23	8.44	2.16	10.60
Jul23	8.92	2.17	11.09
Aug23	9.63	2.17	11.80
Sep23	10.22	2.18	12.40
Oct23	10.41	2.19	12.60
Nov23	10.61	2.19	12.80
Dec23	11.19	2.34	13.53
Jan24	8.40	2.13	10.53
Feb24	8.36	2.14	10.50
Mar24	8.53	2.15	10.68
Apr24	8.67	2.16	10.83

**3. Accounts Receivable**

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

$$\$63,781,565 / 365 = \$174,744$$

$$\$2,510,581 / \$174,744 = 15.58$$

Jan22	14.98
Oct	6.40
Nov	8.23
Dec	3.23
Jan23	6.96
Feb	4.99
Mar	2.71
Apr	6.65
May	10.59
Jun	16.06
Jul	1.02
Aug	0.68
Sep	5.00
Oct	10.58
Nov	2.74
Dec	1.10
Jan24	13.50
Feb	13.57
Mar	15.58
Apr	14.37

**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	\$ 48,899,432
Buildings	247,884,827
Equipment	21,685,447
Improvements	<u>295,695,571</u>
	614,165,277
Accumulated Depreciation	<u>(358,738,428)</u>
	255,426,849
Construction In Progress	
CIP – Terminal Connector	16,910,988
CIP – Other	<u>7,377,367</u>
	<u>24,288,355</u>
	<b>\$279,715,204</b>

**5. FAA AIP 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
AIP141-M.Plan	\$ 751,154	\$ 644,551
AIP143-CARES	15,277,876	15,277,876 C
AIP144-CHRSSA <sup>3</sup>	5,093,917	5,093,917 C
AIP145-CHRSSA <sup>2</sup>	320,510	320,510 C
AIP146-Taxi A	6,256,890	6,256,890 C
AIP147-Snow Equi	1,537,634	954,635
AIP148-ARPA	12,113,224	-
AIP149-Con Relief	1,282,039	1,282,039 C
AIP150-Taxi C	7,144,824	6,430,342
AIP151-B #303 CT	2,000,000	422,370
Jobs Act of 21 <sup>1</sup>	28,551,945	-

<sup>1</sup> Bipartisan Infrastructure Law, annual appropriation \$5,568,244, award pending.

## 6. Line of Credit Draws

	<b>Paid</b>		<b>Reimbursed</b>
LOC24-01	Mar 8, 24	\$984,381.73	
LOC24-02	Mar 8, 24	761,816.97	Apr 2, 2024
LOC24-03	Mar 20, 24	959,955.24	Apr 9, 2024
LOC24-04	May 9, 24	2,152,308.12	
LOC24-05	May 9, 24	1,285,737.86	

Amount outstanding at May 23, 2024: \$4,422,427.71

## 7 Days Cash on Hand

May 23, 2024: \$43,838,435 316 days

Goal 400 days



Albany International Airport  
For the four months ended April 30, 2024

Statistics	Current Month			Year to Date			12 Month Running	
	Budget	2023	2024	Budget	2023	2024	2023	2024
<b>Enplanements</b>	118,750	110,378	119,477	475,000	409,658	450,271	1,323,263	1,417,252
	0.6%		8.2%			9.9%		7.1%
<b>Operations</b>								
<i>Passenger</i>	2,491	2,602	2,542	9,964	9,669	9,586	29,805	29,638
<i>Cargo</i>	230	236	160	920	938	630	3,244	2,436
<i>Charter, Corporate &amp; Diversions</i>	363	348	333	1,450	1,300	1,255	4,378	4,280
<i>General Aviation</i>	1,283	1,248	1,287	5,133	3,926	3,872	14,710	14,593
<i>Military</i>	167	171	256	667	600	705	2,130	2,278
<b>Total Operations</b>	4,533	4,605	4,578	18,134	16,433	16,048	54,267	53,225
	1.0%		-0.6%			-2.3%		-1.9%
<b>Landed Weight (1,000)</b>	125,000	128,831	128,641	500,000	481,407	498,764	1,493,591	1,548,540
	2.9%		-0.1%			3.6%		3.7%
<b>Cargo/Mail &amp; Express</b>	1,788	1,592	1,474	7,150	6,157	5,812	20,744	20,604
	-17.6%		-7.4%			-5.6%		-0.7%
<b>Jet A Gallons</b>	116,667	87,510	119,675	466,667	360,069	336,351	1,237,961	1,255,703
	2.6%		36.8%			-6.6%		1.4%
<b>AvGas Gallons</b>	5,750	5,764	7,699	23,000	15,454	20,128	68,965	77,145
	33.9%		33.6%			30.2%		11.9%
<b>Deicing Consortium</b>	5,417	669	6,864	21,667	42,745	49,880	62,999	67,757
<b>Deicing sprayed/retail</b>	7,000	503	7,646	28,000	61,312	51,582	85,306	65,917
<b>Parking Revenue</b>	\$ 1,549,451	\$ 1,742,150	\$ 1,777,274	\$ 6,197,803	\$ 6,274,518	\$ 6,564,248	\$ 16,644,323	\$ 17,656,270
Revenue per enplanement	\$ 13.05	\$ 15.78	\$ 14.88	\$ 13.05	\$ 15.32	\$ 14.58	\$ 12.58	\$ 12.46
Transactions		50,002	53,573		180,835	191,758	552,370	582,904
Average transaction		\$ 34.84	\$ 33.17		\$ 34.70	\$ 34.23	\$ 30.13	\$ 30.29
<b>Concession Sales</b>								
Rental Cars (estimate for Hertz)		\$ 3,868,175	\$ 4,087,364		\$ 13,686,014	\$ 14,402,629	\$ 62,008,344	\$ 64,751,740
Revenue per enplanement		\$ 35.04	\$ 34.21		\$ 33.41	\$ 31.99	\$ 46.86	\$ 45.69
Food and Beverage		\$ 858,156	\$ 995,910		\$ 3,234,220	\$ 3,602,377	\$ 9,940,060	\$ 10,924,710
Revenue per enplanement		\$ 7.76	\$ 8.34		\$ 7.89	\$ 8.00	\$ 7.51	\$ 7.71
Retail		\$ 416,801	\$ 403,180		\$ 1,437,028	\$ 1,500,960	\$ 4,477,160	\$ 4,918,758
Revenue per enplanement		\$ 3.78	\$ 3.37		\$ 3.51	\$ 3.33	\$ 3.38	\$ 3.47

## SCHEDULED AIRLINE PASSENGER SERVICE

	Airlines	Non-Stop Destination Airports	Non-Stop Destination Cities <sup>(1)</sup>	Scheduled Flights	Average Flights per Day	Monthly Seats Available	Monthly Landed Weight (lbs.)	Enplane.	Projected Load Factor
Jan2022	7	18	13	1,066	34.4	111,340	107,337,992	74,020	66.5%
Jan2023	6	19	13	1,140	36.8	120,608	116,740,592	93,882	77.8
Apr23	6	19	13	1,303	43.4	139,097	132,131,600	110,378	79.3
May23	6	20	13	1,293	41.7	137,445	129,031,742	111,996	81.4
Jun23	6	20	14	1,184	39.2	133,612	122,568,672	111,736	83.6
Jul23	6	20	14	1,298	41.9	149,717	139,876,606	125,462	83.8
Aug23	6	20	14	1,333	43.0	155,747	144,635,616	139,302	89.4
Sep23	6	19	14	1,202	40.0	135,091	126,024,544	113,844	84.3
Oct23	6	21	16	1,308	42.2	152,125	143,836,306	135,785	89.3
Nov23	6	20	15	1,172	39.1	134,799	133,262,258	114,293	84.8
Dec23	6	21	15	1,203	38.8	137,828	138,198,004	108,990	79.1
Jan24	6	20	14	1,154	37.2	129,460	131,096,230	102,258	79.0
Feb24	6	20	15	1,132	39.0	127,626	127,492,938	108,129	84.7
Mar24	6	22	16	1,249	40.3	141,947	141,120,946	122,407	86.2
Apr24	6	20	14	1,252	40.3	137,834	134,432,308	119,477	86.6
May24	6	20	14	1,295	41.77	145,241	140,610,190	125,778	86.6E
Jun24	7	20	16	1,375	45.8	154,158	145,611,146	133,500	

<sup>(1)</sup> 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		Week		Week		Week		
			#21-2024	+ (-)	#26-2024	#04-2024	+ (-)	#26-2024	#04-2023		
1	ATL	Atlanta, GA	20	1	-	21	20	2	(1)	21	20
2	BDL	Hartford, CT	-	-	-	-	-	-	-	-	-
3	BWI	Baltimore, MD	32	-	-	32	30	3	(1)	32	26
4	MDW	Chicago-Midway	12	7	-	19	10	9	-	19	12
5	ORD	Chicago-O'Hare	38	2	-	40	24	18	(2)	40	25
6	CLT	Charlotte, NC	21	7	-	28	21	7	-	28	20
7	DFW	Dallas/FT Worth, TX	7	-	-	7	7	-	-	7	-
8	DEN	Denver, CO	-	7	-	7	-	7	-	7	-
9	DTW	Detroit, MI	27	-	-	27	21	6	-	27	-
10	FLL	Fort Lauderdale, FL	7	-	-	7	7	2	(2)	7	6
11	RSW	Fort Myers, FL	-	-	-	-	-	1	(1)	-	-
12	MIA	Miami, FL	-	-	-	-	1	-	(1)	-	1
13	MSP	Minneapolis, MN	-	-	-	-	-	-	-	-	-
14	MYR	Myrtle Beach, SC	2	1	-	3	-	3	-	3	
15	BNA	Nashville, TN	2	-	-	2	2	-	-	2	3
16	EWR	Newark, NJ	14	-	-	14	20	-	(6)	14	14
17	LGA	New York, LaGuardia	13	-	-	13	13	-	-	13	24
18	MCO	Orlando, FL	20	-	(4)	16	20	3	(7)	16	15
19	SFB	Orlando/Sanford, FL	-	2	-	2	2	4	(4)	2	2
20	PHL	Philadelphia, PA	21	7	-	28	18	17	(7)	28	20
21	RDU	Raleigh-Durham, NC	2	-	-	2	-	2	-	2	-
22	PGD	Tampa/Punta Gorda, FL	2	-	-	2	2	5	(5)	2	2
23	TPA	Tampa, FL	3	-	(2)	1	7	-	(6)	1	2
24	PIE	Tampa/St. Pete, FL	2	1	-	3	2	3	(2)	3	2
25	DCA	Washington DC-Reagan	25	1	-	26	20	6	-	26	26
26	IAD	Washington DC-Dulles	23	5	-	28	20	12	(4)	28	21
			<b>293</b>	<b>41</b>	<b>(6)</b>	<b>328</b>	<b>267</b>	<b>110</b>	<b>(49)</b>	<b>328</b>	<b>269</b>

April 2024 Monthly Financial Report

**Week 20 2024**  
**Full Time Positions**

	<b>Budget Full Time</b>	<b>Budget Part Time</b>	<b>Budget Total</b>	<b>Filled Full Time</b>	<b>Vacant Full Time</b>
<b>AvPORTS</b>					
Jan22	165	15	180	132	33
Jan23	175	16	193	129	46
Thru Week 23-33	174	15	189	134	40
Thru Week 23-36	174	15	189	132	42
Thru Week 23-41	174	15	189	135	39
Thru Week 23-46	174	15	189	136	38
Thru Week 23-50	174	15	189	138	36
Thru Week 24-03	174	15	189	138	36
Thru Week 24-07	192	10	202	142	50
Thru Week 24-11	192	10	202	140	52
Thru Week 24-15	192	10	202	142	50
Thru Week 24-20	192	10	202	145	47
<b>FBO</b>					
Jan22	33	-	33	25	8
Jan23	36	2	38	30	7
Thru Week 23-33	36	2	38	31	5
Thru Week 23-35	36	2	38	31	5
Thru Week 23-41	36	2	38	32	4
Thru Week 23-46	36	2	38	33	3
Thru Week 23-50	36	2	38	33	3
Thru Week 24-03	36	2	38	33	3
Thru Week 24-07	36	2	38	34	2
Thru Week 24-11	36	2	38	34	2
Thru Week 24-15	36	2	38	34	2
Thru Week 24-20	36	2	38	33	3
<b>ACAA</b>					
Jan22	20	3	23	20	-
Jan23	20	3	23	20	-
Thru Week 23-23	20	3	23	20	-
Thru Week 23-36	20	3	23	20	-
Thru Week 23-41	20	3	23	20	-
Thru Week 23-46	20	3	23	20	-
Thru Week 23-50	20	3	23	20	-
Thru Week 24-03	20	3	23	20	-
Thru Week 24-07	20	3	23	20	-
Thru Week 24-11	20	3	23	20	-
Thru Week 24-15	20	3	23	20	-
<b>Total</b>					
Jan22	218	18	236	177	41
Jan23	231	21	252	179	53
Thru Week 23-22	230	20	250	188	42
Thru Week 23-28	230	20	250	185	45
Thru Week 23-36	230	20	250	183	47
Thru Week 23-41	230	20	250	187	43
Thru Week 23-46	230	20	250	189	41
Thru Week 23-50	230	20	250	191	39
Thru Week 24-03	230	20	250	191	39
Thru Week 24-07	248	15	263	196	52
Thru Week 24-11	248	15	263	194	54
Thru Week 24-15	248	15	263	196	52
Thru Week 24-20	248	15	263	198	50

**Week 20 2024**  
**Full Time Positions**

	Budget Full Time	Budget Part Time <sup>(1)</sup>	Budget Total	Filled Full Time	Vacant Full Time
10 Airfield (a)	29	2	31	19 (0 LOA)	10
20 Terminal-Custodial(b)	30	1	31	29 (1 LOA)	1
20 Terminal-Facilities(b)	11	1	12	10 (0 LOA)	1
21 Loading Bridge(b)	3	-	3	3 (0 LOA)	-
30 Parking (b)	22	5	27	14 (2 LOA)	8
30 Parking – Shuttle (b)	12	1	13	10 (0 LOA)	2
32 Landside	-	-	-	-	-
41 Operations (b)	38	-	38	17 (0 LOA)	21
42 ARFF (c)	25	-	25	25 (0 LOA)	-
43 Security	3	-	3	2	1
50 Vehicle Maint. (a)	12	-	12	10	2
59 Airport Mgmt.	7	-	7	6	1
60 FBO Comm.	11	-	11	10	1
61 FBO GA	21	2	23	20	1
69 FBO Admin (added)	4	-	4	3	1
71 ACAA	20	3	23	20	-
	248	15	263	198	50

<sup>(1)</sup> 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
Thru week 23-22	186	5	3	188
Thru week 23-33	188	2	5	185
Thru week 23-36	185	5	5	185
Thru week 23-41	185	6	4	187
Thru week 23-46	187	5	3	189
Thru week 23-46	189	6	4	191
Thru week 24-03	191	7	7	191
Thru week 24-07	191	7	2	196
Thru week 24-11	196	2	4	194
Thru week 24-15	194	3	1	196
Thru week 24-20	196	5	3	198

- (a) CSEA 12/31/2026
- (b) SMART 10/31/2023
- (c) IAFF 03/31/2023

## RFB/P/Qs Schedule

		Bid Notice	Pre Meeting	Bid Opening
<del>21-1082</del>	<del>Structural &amp; Interior for Terminal Expansion</del>	<del>Aug 15</del>	<del>Aug 29</del>	<del>Oct 11</del>
<del>23-1160</del>	<del>Sweeper Replacement Brushes</del>	<del>Aug 24</del>	<del>na</del>	<del>Sep 26</del>
<del>23-1161GC</del>	<del>Wade Road Tree Removal</del>	<del>Aug 31</del>	<del>Sep 14</del>	<del>Sep 21</del>
<del>23-1163GC</del>	<del>Airfield Lighting Control and Monitoring System</del>	<del>Sep 21</del>	<del>Oct 10</del>	<del>Nov 07</del>
<del>21-1082-TSA</del>	<del>TSA Equipment Location</del>	<del>Nov 9</del>	<del>Nov 18</del>	<del>Dec 18</del>
<del>23</del>	<del>Line of Credit</del>	<del>Dec 04</del>	<del>na</del>	<del>Jan 09</del>
<del>23</del>	<del>RFQ - Aviation Legal Services</del>	<del>Jan 18 &amp; 25</del>		<del>Feb 15</del>
<del>24</del>	<del>RFQ - Energy Broker Services</del>	<del>Feb 22</del>		<del>Mar 28</del>

Pending

24-	RFB - Janitorial Supplies	Feb 15		Mar 14
24-	RFB - Concourse A 1127-GC	April 18		May 29
24-	RFB- Fuel Farm Fire Suppression System	May 9		Jun 12
24-	RFB- Runway 01-19 Rehabilitation	May 16		Jun 20
24-	RFP - Shuttle Bus Detailing Services	pending Apr		
24-	RFB - Credit Card Charge Services	pending Jun		
24-	RFB - Deicing Product	pending Aug		

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**ALBANY COUNTY AIRPORT AUTHORITY**  
**Airport and FBO Operating Variances**  
**YTD Budget vs. Actual**  
For the 3 month period ending March 31, 2024

		Budget	Actual	Variance	
<b>Airport Operating Revenue</b>					
31	03011	Long Term Parking	5,000,000	5,310,727	310,727
31	03013	Economy Parking	755,250	882,855	127,605
31	01035	Glycol Disposal Fee	100,479	227,695	127,217
31	01065	NE Quad Cargo Facility	366,667	438,201	71,535
31	03500	Tenant Maintenance	12,640	44,817	32,177
31	02062	Operating Permits	117,024	136,412	19,388
31	02020	Non-Airline Space Rental	52,045	66,225	14,180
31	03410	Reimbursement of Property Taxes	2,113	15,741	13,628
31	03405	Utility Reimbursements	55,000	68,168	13,168
31	09001	Fingerprinting	8,333	12,747	4,414
31	02025	Utility Reimbursement	8,000	12,036	4,036
31	09008	Ebay/Scrap/Equipment Sales	1,250	5,107	3,857
31	01050	Land Rental	147,970	150,533	2,563
31	02105	Telephone - Monthly Usage	0	295	295
31	02064	ATM Income	4,667	4,826	160
31	02030	Non Signatory Per Turn Fee	1,500	1,624	124
31	02057	Baggage Cart Concession	4,667	4,750	84
31	02100	Telephone - Monthly Service	17,042	17,058	16
31	03200	Tie Downs	529	544	16
31	03040	Garage Space Rent	28,750	28,750	1
31	01071	Hangar Maintenance NYS Executiv	41,333	41,333	0
31	03050	Garage Kiosk Rent	7,200	7,200	0
31	02063	Internet & Cable Access	1,767	1,220	(547)
31	01060	Building Rental	26,553	25,773	(781)
31	01055	Control Tower Rental	264,842	263,549	(1,293)
31	01070	Hanger Rental NYS Executive Hang	681,062	679,187	(1,876)
31	02056	Vending Machine Concession	6,403	4,400	(2,003)
31	03024	Off-Airport Parking Facilities	57,000	53,635	(3,365)
31	03100	T-Hangar Rentals	62,120	57,821	(4,299)
31	02054	Advertising	0	(4,300)	(4,300)
31	02021	Non-Airline Space Fixed Rental	193,316	188,518	(4,798)
31	03027	TNCs	112,000	107,077	(4,923)
31	02200	Antennae Space Rentals	37,491	27,735	(9,756)
31	03014	Employee Parking	15,053	3,320	(11,733)
31	03300	Industrial Park	210,455	198,554	(11,901)
31	02011	Rental of Boarding Bridges	294,224	275,818	(18,406)
31	09005	Miscellaneous Income	26,667	1,081	(25,586)
31	02012	Baggage Claim Room	693,457	662,869	(30,588)
31	01021	Apron Parking Fees	330,175	297,620	(32,554)
31	02052	Food & Beverage Concession	484,500	436,419	(48,081)
31	02010	Airline Space Rental	2,013,070	1,961,994	(51,076)
31	03010	Short Term Parking	427,500	366,801	(60,699)
31	02053	Retail Concession	361,000	300,192	(60,808)
31	01010	Landing Fees - Commercial/Signatc	2,810,000	2,630,104	(179,896)
31	02051	Rental Car Concession	2,185,000	1,440,170	(744,830)
			<b>18,026,113</b>	<b>17,457,205</b>	<b>(568,908)</b>
<b>FBO Operating Revenue</b>					
31	01540	Deicing Services-GA Retail	291,200	689,272	398,072
31	01541	Deicing Type I - Consortium	146,850	367,575	220,725
31	01543	Deicing Type IV - Consortium	39,450	97,236	57,786
31	01550	Customer Services	45,000	96,613	51,613
31	01542	Deicing Type IV - Sprayed	22,317	68,035	45,718
31	01530	GA Landing Fees	113,333	140,221	26,887
31	01513	Diesel Fuel Sales	66,667	85,085	18,419
31	01512	Auto Gas Fuel Sales	31,667	32,600	933
31	01514	AvGas Fuel Sales-Commercial	6,667	5,431	(1,236)
31	01535	GA Parking Fees	183,333	172,528	(10,806)
31	01521	Fuel Farm Revenues	305,500	292,910	(12,590)
31	01545	Properties	149,710	131,317	(18,393)
31	01511	AvGas Fuel Sales	141,450	122,371	(19,079)
31	01520	Into Plane Revenues	270,000	227,155	(42,845)
31	01510	Jet A Fuel Sales	2,483,333	1,774,398	(708,936)
			<b>4,296,477</b>	<b>4,302,746</b>	<b>6,270</b>
			<b>22,322,589</b>	<b>21,759,951</b>	<b>(562,638)</b>

Totals may not reconcile with financial statement due to revenue sharing and other adjustments.  
April 2024 Monthly Financial Report

Albany County Airport Authority

Airport and FBO Operating Expenses  
YTD Budget vs. Actual High/Low by Category Report

For the 4 month period ending April 30/31, 2024

				Budget	Actual	Variance	Cumulative Variance
<b>Airport Operating Expenses</b>							
<b>Salaries Expense</b>							
34	12010	Overtime 1.5		299,264	349,035	(49,771)	(49,771)
34	12020	Overtime 2.0		17,622	42,900	(25,278)	(75,049)
34	13000	Temporary Help		0	0	0	(75,049)
34	12030	Incentives		3,333		3,333	(71,715)
34	11005	Part Time/Seasonal Salaries		75,996	39,997	35,999	(35,716)
34	11000	Salaries		3,899,314	3,602,927	296,386	260,670
				<u>4,295,529</u>	<u>4,034,859</u>	<u>260,670</u>	
<b>Other Employee Expenses</b>							
35	26010	Disability Insurance		41,744	67,617	(25,873)	(25,873)
35	29000	NYS Retirement		115,847	129,163	(13,316)	(39,190)
35	29001	TBI Retirement		109,441	114,535	(5,094)	(44,283)
35	24000	Medical Exams/Abstracts		6,700	9,233	(2,533)	(46,817)
35	22300	Health Insurance - Vision		1,967	2,818	(851)	(47,668)
35	24010	Employee EAP Program		323	435	(112)	(47,781)
35	22105	Other Post Employment Benefits (C		56,069	56,069	0	(47,781)
35	24015	Smoking Cessation Class		400		400	(47,381)
35	22200	Dental Insurance		14,810	13,788	1,022	(46,359)
35	23000	Health Insurance - AFLAC		2,166	86	2,080	(44,278)
35	25005	Uniform Purchases		14,505	9,924	4,581	(39,697)
35	25000	Uniforms & Laundry		25,242	17,456	7,786	(31,911)
35	26020	Unemployment Insurance		69,291	29,920	39,372	7,461
35	26030	Workers Compensation		178,111	135,247	42,864	50,325
35	21000	Social Security		323,541	244,635	78,906	129,231
35	22000	Health Insurance		1,285,315	1,079,401	205,914	335,145
				<u>2,245,473</u>	<u>1,910,328</u>	<u>335,145</u>	
<b>Utilities</b>							
36	34000	Sewer		23,833	78,812	(54,979)	(54,979)
36	33000	Natural Gas		126,122	141,925	(15,803)	(70,782)
36	36060	Cable Television		4,053	5,833	(1,780)	(72,562)
36	36015	Telephones-Monthly Service		4,945	5,986	(1,041)	(73,603)
36	36017	Payphones Annual & Monthly Servi		0	0	0	(73,603)
36	36018	Payphones - Monthly Usage		0	0	0	(73,603)
36	36035	Radio Communications		0	0	0	(73,603)
36	36016	Telephones-Monthly Usage		33	8	25	(73,577)
36	36012	Telephone - Sheriff		1,367	1,323	44	(73,534)
36	36011	Telephone Charges-Long Distance		170	59	111	(73,423)
36	36032	Internet Access		20,760	20,621	139	(73,284)
36	36010	Telephone Charges-Local		4,767	3,765	1,002	(72,282)
36	36020	Telephone Repairs		26,050	17,559	8,491	(63,791)
36	36030	Telephone-Cellular		30,067	12,143	17,924	(45,867)
36	35000	Water		33,183	9,823	23,360	(22,507)
36	31000	Electric		833,083	616,444	216,640	194,132
				<u>1,108,434</u>	<u>914,301</u>	<u>194,132</u>	
<b>Purchased Services</b>							
37	44005	Perimeter Security		258,515	771,114	(512,599)	(512,599)
37	44000	Public Safety		930,180	1,049,861	(119,681)	(632,279)
37	42060	Property Insurance		97,737	118,821	(21,083)	(653,362)
37	46010	Public Relations		34,500	45,601	(11,101)	(664,463)
37	44030	Employee Shuttle Service		4,167	13,750	(9,583)	(674,046)
37	49015	Consultant		16,000	25,500	(9,500)	(683,546)
37	45010	Refuse Removal Services		27,272	33,701	(6,429)	(689,975)
37	49020	Engineering Services		50,000	55,206	(5,206)	(695,182)
37	42020	Automotive Insurance		26,243	30,091	(3,848)	(699,030)
37	42010	Airport Liability		54,751	56,241	(1,490)	(700,520)
37	44010	Armored Car Service		1,452	1,900	(448)	(700,967)
37	41020	Rates & Charges		0	0	0	(700,967)
37	44020	Parking Valet Service		0	0	0	(700,967)
37	49010	Architectural Services		0	0	0	(700,967)
37	42075	Violent and Malicious Acts		5,707	5,447	260	(700,707)
37	42065	Crime Insurance		2,989	2,717	272	(700,435)
37	42090	Fiduciary Liability		994		994	(699,441)
37	46020	Passenger Info Booth		44,000	42,791	1,209	(698,232)
37	42070	Public Official Liability		15,785	14,350	1,435	(696,797)
37	42080	Cyber Liability Insurance		18,346	16,411	1,935	(694,862)

Totals may not reconcile with financial statement due to revenue sharing and other adjustments.



Airport and FBO Operating Expenses  
YTD Budget vs. Actual High/Low by Category Report

For the 4 month period ending April 30/31, 2024

				Budget	Actual	Variance	Cumulative Variance
<b>Airport Operating Expenses</b>							
<b>Purchased Services</b>							
37	43000	Legal Services		16,667	13,997	2,670	(692,192)
37	42093	Agency Fee		21,667	17,813	3,854	(688,338)
37	42041	Environmental Liability		16,437	11,783	4,654	(683,684)
37	42045	Builders Risk		8,333	3,675	4,658	(679,026)
37	42095	Insurance Claims		5,167		5,167	(673,859)
37	49060	Code Enforcement		16,667	9,197	7,470	(666,390)
37	47010	GIS Services		8,000		8,000	(658,390)
37	49005	Appraisal		8,333		8,333	(650,056)
37	46012	Artistic Exhibits		33,892	25,065	8,826	(641,230)
37	47000	Special Studies		39,333	26,681	12,653	(628,577)
37	45000	Janitorial Services		281,389	266,039	15,350	(613,227)
37	49040	Professional Management		233,333	216,667	16,667	(596,560)
37	41010	Financial Services		83,333	53,550	29,783	(566,777)
37	46015	Advertising		50,000	5,500	44,500	(522,277)
37	49070	Other Professional Services		166,667	103,013	63,653	(458,624)
				<u>2,577,859</u>	<u>3,036,483</u>	<u>(458,624)</u>	
<b>Material &amp; Supplies</b>							
38	53051	NYS Police Hangar Maintenance		41,667	110,253	(68,586)	(68,586)
38	52051	Control Tower Maintenance		93,333	157,445	(64,111)	(132,698)
38	51057	System Maintenance & Repairs		73,333	116,436	(43,103)	(175,800)
38	52010	Alarm & PA Systems		27,833	67,849	(40,015)	(215,816)
38	54050	Snow Equipment Repair & Mainten:		36,667	71,597	(34,930)	(250,746)
38	51015	Apron Maintenance		19,667	40,278	(20,611)	(271,357)
38	54045	ARFF Vehicle Repair & Maintenan		6,667	26,007	(19,340)	(290,897)
38	52055	Cargo Building Maintenance		26,667	38,937	(12,270)	(302,967)
38	53090	T-Hangar Maintenance		10,000	21,087	(11,087)	(314,055)
38	53071	Wildlife Hazard Management		11,667	20,935	(9,268)	(323,323)
38	52031	Electrical Repairs & Supplies		99,083	108,067	(8,984)	(332,307)
38	53040	Sign Expense		4,167	12,510	(8,343)	(340,650)
38	53048	Snow Removal Supplies		41,667	48,958	(7,291)	(347,941)
38	52063	Window Washing		22,000	28,516	(6,516)	(354,458)
38	52020	Baggage System		15,000	20,910	(5,910)	(360,367)
38	52013	CCTV Repair		20,000	25,726	(5,726)	(366,093)
38	54011	Diesel Fuel		63,333	68,712	(5,378)	(371,471)
38	52037	Pest Control		16,051	20,771	(4,719)	(376,191)
38	54070	Vehicle Shop Tools & Supplies		16,667	21,335	(4,668)	(380,859)
38	51016	Runway Painting		8,333	12,562	(4,229)	(385,088)
38	51055	Water District Charges		8,333	12,219	(3,885)	(388,973)
38	51052	Wastewater Conveyance		2,500	5,000	(2,500)	(391,473)
38	52036	Automatic Door Repairs & Supplies		4,000	5,232	(1,232)	(392,705)
38	36035	Radio Communications		0	943	(942)	(393,647)
38	52041	Fire Equipment Testing		1,443	1,918	(475)	(394,123)
38	52050	US Customs		333	491	(157)	(394,280)
38	53078	Liquid Waste Disposal		0		0	(394,280)
38	53085	Land Lease		5,145	5,145	0	(394,280)
38	53020	Fencing		333		333	(393,947)
38	52080	Sign Expense		500		500	(393,447)
38	52035	Plumbing Repairs & Supplies		39,667	39,002	665	(392,782)
38	51030	EMS Supplies		1,600	743	857	(391,925)
38	52059	Storage Space Rental		2,500	1,231	1,269	(390,656)
38	51054	Sewer District Charges		1,667		1,667	(388,989)
38	53041	Traffic Light Repairs		1,667		1,667	(387,322)
38	51033	ARFF Foam		1,950		1,950	(385,372)
38	51017	Airfield Shop Supplies		7,500	5,511	1,989	(383,383)
38	51032	Hazardous Material Supplies		2,000		2,000	(381,383)
38	51010	Fencing		2,667	623	2,044	(379,339)
38	53070	Hazardous Waste Management		2,200		2,200	(377,139)
38	53060	Dump Fees - Landfill		3,000	606	2,394	(374,745)
38	51014	Pavement Repairs		2,500		2,500	(372,245)
38	52040	Fire Equipment Services		2,792	194	2,598	(369,647)
38	53045	Catch Basin Maintenance		3,333	295	3,038	(366,609)
38	54015	CNG Fuel		3,333	104	3,229	(363,379)
38	54022	Vehicle Communication Equipment		3,333	50	3,283	(360,096)
38	54012	Oil / Grease		9,500	5,869	3,631	(356,465)
38	52014	Key Access System		4,167		4,167	(352,298)

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**Albany County Airport Authority**  
**Airport and FBO Operating Expenses**  
**YTD Budget vs. Actual High/Low by Category Report**  
For the 4 month period ending April 30/31, 2024

				Cumulative		
				Variance		
		Budget	Actual	Variance		
<b>Airport Operating Expenses</b>						
<b>Material &amp; Supplies</b>						
38	54060	Mower Repair & Maintenance	5,667	1,317	4,350	(347,948)
38	52071	ID Tags	12,333	7,491	4,842	(343,106)
38	54030	General Equipment Repair & Maint	52,605	46,972	5,633	(337,473)
38	54040	Heavy Equipment Maintenance	26,667	20,385	6,282	(331,191)
38	54010	Gasoline	41,667	35,279	6,388	(324,803)
38	52034	Roof	8,333	1,219	7,114	(317,689)
38	54013	Vehicle/Equipment Tires	27,333	19,410	7,923	(309,766)
38	54021	Vehicle Repair & Maintenance	42,667	31,926	10,740	(299,025)
38	51011	Airfield Lighting	36,667	22,119	14,547	(284,478)
38	51031	ARFF Supplies	29,398	11,035	18,363	(266,115)
38	52062	Janitorial Supplies	73,707	52,489	21,218	(244,897)
38	51053	Electric	66,667	45,321	21,345	(223,551)
38	53050	Snow Removal Services	126,000	101,278	24,722	(198,829)
38	52090	Flight Information Displays	11,367	(14,630)	25,997	(172,833)
38	53030	Pavement Repairs	30,000	2,096	27,904	(144,928)
38	52032	Elevator Repairs & Supplies	38,333	9,691	28,642	(116,286)
38	51020	Rubber Removal	30,000		30,000	(86,286)
38	52033	HVAC	53,500	21,859	31,641	(54,645)
38	52012	Card Access System	33,333	533	32,800	(21,845)
38	53010	Landscaping	67,833	14,301	53,532	-31,687
38	52060	Building Maintenance	225,667	149,104	76,563	108,250
38	51019	Snow Removal Supplies	123,333	13,328	110,005	218,255
			<u>1,934,842</u>	<u>1,716,587</u>	<u>218,255</u>	
<b>Office/Administration</b>						
39	66060	Credit Card Service Charges	229,333	283,327	(53,993)	(53,993)
39	55015	Hardware/Software Maint Support	200,303	224,905	(24,602)	(78,595)
39	66062	Bank & Paying Agent Fees	4,000	11,955	(7,955)	(86,551)
39	66012	Authority Management Travel & Edu	9,533	16,389	(6,855)	(93,406)
39	66050	Property Taxes	12,667	15,054	(2,387)	(95,794)
39	55012	Office Equipment Service Agreement	3,233	4,556	(1,323)	(97,117)
39	55050	Reference Materials	567	849	(282)	(97,399)
39	55010	Office Equipment Rental	5,159	4,996	164	(97,235)
39	66011	Authority Board Travel & Education	167		167	(97,069)
39	66002	AAAE	217		217	(96,852)
39	55040	Postage	3,000	2,649	351	(96,501)
39	55030	Printed Forms / Letterhead	933	539	394	(96,107)
39	55041	Express Mail	667	190	476	(95,630)
39	55011	Copy Machine Use	567		567	(95,064)
39	66014	Outside Functions	667		667	(94,397)
39	66020	Tuition Reimbursement	833		833	(93,564)
39	66040	Licenses & Permits	1,283	110	1,173	(92,390)
39	55060	Office Supplies	10,922	8,765	2,156	(90,234)
39	66010	Training / Travel	53,367	50,795	2,572	(87,662)
39	66000	Dues & Subscriptions	18,552	15,803	2,749	(84,913)
39	55032	Printing Outside Services	6,667	3,569	3,098	(81,815)
39	55070	Payroll Services	14,167	10,966	3,201	(78,614)
39	66013	Function Refreshments	5,000	1,226	3,774	(74,840)
39	55031	Parking Ticket Stock	4,667		4,667	(70,173)
39	55014	Computer Systems	21,433	16,758	4,675	(65,498)
39	66030	Advertising - Public Meetings	10,000	1,480	8,520	(56,978)
39	55020	Office Furniture & Fixtures	17,717	4,811	12,906	(44,072)
39	66061	EZ Pass Fees	55,000	42,017	12,983	(31,090)
39	55016	Computer Equipment	74,463	49,358	25,105	(5,985)
			<u>765,081</u>	<u>771,067</u>	<u>(5,985)</u>	
<b>Non-Capital Equipment</b>						
41	83000	Equipment	305,217	138,108	167,109	167,109
			<u>305,217</u>	<u>138,108</u>	<u>167,109</u>	
			<u>13,232,434</u>	<u>12,521,731</u>	<u>710,703</u>	

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**Albany County Airport Authority**  
**Airport and FBO Operating Expenses**  
**YTD Budget vs. Actual High/Low by Category Report**  
For the 4 month period ending April 30/31, 2024

				Budget	Actual	Variance	Cumulative Variance
<b>FBO Operating Expenses</b>							
<b>Cost of Good Sold (FBO)</b>							
32	51111	Deicing Type I - Consortium		146,850	382,143	(235,293)	(235,293)
32	51113	Deicing Type IV - Consortium		39,450	122,553	(83,103)	(318,395)
32	51110	Deicing Type I - Sprayed		176,873	222,767	(45,894)	(364,289)
32	51107	Fuel Costs - Diesel		50,000	69,124	(19,124)	(383,413)
32	51112	Deicing Type IV - Sprayed		14,597	22,723	(8,127)	(391,540)
32	51105	Fuel Costs - Auto Gas		24,000	26,175	(2,175)	(393,715)
32	51125	Oil		333	1,721	(1,388)	(395,103)
32	51108	Fuel Costs-AvGas Commercial		5,000	4,699	301	(394,802)
32	51126	TKS		333	0	333	(394,468)
32	51103	Fuel Costs - AvGas		106,950	87,137	19,813	(374,655)
32	51102	Jet A Discounts		100,000	62,358	37,642	(337,013)
32	51101	Fuel Costs - Jet A		1,246,667	963,236	283,431	(53,582)
				<u>1,911,053</u>	<u>1,964,635</u>	<u>(53,582)</u>	
<b>Salaries Expense</b>							
34	11000	Salaries		602,841	648,503	(45,662)	(45,662)
34	12010	Overtime 1.5		82,675	87,611	(4,936)	(50,598)
				<u>685,516</u>	<u>736,114</u>	<u>(50,598)</u>	
<b>Other Employee Expenses</b>							
35	21000	Social Security		45,089	55,299	(10,209)	(10,209)
35	25005	Uniform Purchases		8,030	13,434	(5,404)	(15,613)
35	29001	Retirement		5,133	8,733	(3,600)	(19,214)
35	24000	Medical Exams		500	500	0	(18,714)
35	22200	Dental Insurance		658	658	0	(18,056)
35	26020	Unemployment Insurance		9,589	8,826	763	(17,292)
35	26010	NYS Disability		1,406	1,406	0	(15,886)
35	25000	Uniforms & Laundry		5,217	1,233	3,984	(11,902)
35	22000	Health		192,644	132,017	60,627	48,724
				<u>268,267</u>	<u>219,543</u>	<u>48,724</u>	
<b>Utilities</b>							
36	33000	Natural Gas		8,933	19,724	(10,791)	(10,791)
36	36035	Radio Communications		150	443	(293)	(11,084)
36	36033	Wireless		952	1,100	(148)	(11,231)
36	36030	Telephone - Cellular		0	0	0	(11,231)
36	36010	Telephone Charges-Local		58	58	0	(11,173)
36	36011	Telephone Charges-Long Distance		65	65	0	(11,108)
36	35000	Water		667	467	200	(10,908)
36	36060	Cable Television		2,203	1,361	842	(10,066)
36	31000	Electric		21,000	17,280	3,720	(6,347)
				<u>34,029</u>	<u>40,376</u>	<u>(6,347)</u>	
<b>Purchased Services</b>							
37	45000	Janitorial Services		20,384	35,497	(15,114)	(15,114)
37	42095	Insurance Claims		1,667	3,000	(1,333)	(16,447)
37	42041	Environmental Liability		15,811	16,307	(496)	(16,944)
37	45010	Refuse Removal Services		883	1,035	(151)	(17,095)
37	46010	Public Relations		14,000	10,500	3,500	(13,595)
37	42060	Property Insurance		21,000	9,357	11,643	(1,952)
37	49040	Professional Management		96,300	84,027	12,273	10,321
37	42010	Airport Liability		60,228	60,228	0	70,549
				<u>230,273</u>	<u>159,724</u>	<u>70,549</u>	
<b>Material &amp; Supplies</b>							
38	54075	Fuel Truck Lease		42,592	124,445	(81,853)	(81,853)
38	52063	Window Washing		689	6,826	(6,137)	(87,990)
38	54030	General Equipment Repair/Maint		26,805	29,972	(3,167)	(91,157)
38	54011	Diesel Fuel		23,333	25,834	(2,500)	(93,657)
38	54070	Vehicle Shop Tools & Supplies		1,000	3,366	(2,366)	(96,023)
38	52031	Electrical Repairs & Supplies		3,900	5,269	(1,369)	(97,392)
38	54021	Vehicle Repair & Maintenance		1,167	2,024	(857)	(98,249)
38	54013	Vehicle/Equipment Tires		7,000	7,480	(480)	(98,729)
38	52037	Pest Control		267	256	11	(98,719)
38	54022	Vehicle Communications Equipmen		333	333	0	(98,385)
38	52036	Automatic Door Repairs & Supplies		667	667	0	(97,719)
38	52032	Elevator Repairs & Supplies		1,167	404	763	(96,955)
38	52010	Alarm & PA Systems		2,500	1,400	1,100	(95,855)
38	54031	Quality Control Equipment		2,333	1,229	1,104	(94,751)

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**Albany County Airport Authority**  
**Airport and FBO Operating Expenses**  
**YTD Budget vs. Actual High/Low by Category Report**  
For the 4 month period ending April 30/31, 2024

			Budget	Actual	Variance	Cumulative Variance
<b>FBO Operating Expenses</b>						
<b>Material &amp; Supplies</b>						
38	52060	Building Maintenance	14,280	13,168	1,112	(93,640)
38	52034	Roof	1,167		1,167	(92,473)
38	54010	Gasoline	4,000	2,619	1,381	(91,092)
38	52035	Plumbing Repairs & Supplies	1,833	316	1,517	(89,575)
38	52033	HVAC	9,000	5,571	3,429	(86,145)
38	52062	Janitorial Supplies	9,000	3,126	5,874	(80,271)
38	53078	Liquid Waste Disposal	12,667	4,540	8,126	(72,145)
38	54040	Heavy Equipment Maintenance	43,833	27,395	16,438	(55,707)
			<u>209,532</u>	<u>265,239</u>	<u>(55,707)</u>	
<b>Office/Administration</b>						
39	66000	Dues & Subscriptions	6,067	18,960	(12,894)	(12,894)
39	66015	Incentives	13,333	16,979	(3,646)	(16,539)
39	55015	Hardware/Software Maint Agreeme	4,428	6,525	(2,097)	(18,636)
39	66060	Credit Card Service Charges	75,000	76,146	(1,146)	(19,783)
39	55014	Computer Systems	917	1,269	(352)	(20,135)
39	55012	Office Equipment Service Agreeme	167	508	(341)	(20,476)
39	55030	Printed Forms/Letterhead	67	393	(326)	(20,803)
39	55010	Office Equipment Rental	467	727	(260)	(21,063)
39	55032	Printing Outside Services	0		0	(21,063)
39	55070	Payroll Services	6,333	5,806	527	(20,536)
39	55016	Computer Equipment	533		533	(20,002)
39	66010	Training/Travel	3,167		3,167	(16,835)
39	55060	Office Supplies	5,000	1,594	3,406	(13,430)
			<u>115,478</u>	<u>128,908</u>	<u>(13,430)</u>	
<b>Non-Capital Equipment</b>						
41	83000	Equipment	38,168	40,676	(2,508)	(2,508)
			<u>38,168</u>	<u>40,676</u>	<u>(2,508)</u>	
			<u>3,492,317</u>	<u>3,555,215</u>	<u>(62,898)</u>	

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**Albany County Airport Authority**  
**Airport and FBO Operating Expenses**  
**YTD Budget vs. Actual High/Low by Category Report**  
For the 4 month period ending April 30/31, 2024

<u>Budget</u>	<u>Actual</u>	<u>Variance</u>	Cumulative Variance
\$16,724,751	\$16,076,946	\$ 647,805	

Totals may not reconcile with financial statement due to revenue sharing and other adjustments.

## **AGENDA ITEM NO. 5**

### **Project Development**

**AGENDA ITEM NO. 6**

**Counsel**

**AGENDA ITEM NO. 7**

**Concessions/Ambassador Program**

## **AGENDA ITEM NO. 8**

**Public Affairs**



## **AGENDA ITEM NO. 9**

### **Business & Economic Development**

**AGENDA ITEM NO. 10**

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

**AGENDA ITEM NO. 10.1**

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

AGENDA ITEM NO: 10.1  
MEETING DATE: June 10, 2024

ALBANY COUNTY AIRPORT AUTHORITY  
REQUEST FOR AUTHORIZATION

**DEPARTMENT:** FINANCE

Contact Person: *Michael F. Zonsius*  
*Chief Financial Officer*

**PURPOSE OF REQUEST:**

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

**CONTRACT AMOUNT:**

Total Contract Amount: \$228,000 annually (based upon estimated usage)

**BUDGET INFORMATION:**

Anticipated in Current Budget: Yes  No  NA   
Funding Account Number: 52062-XX-0000 (various depts.)

**JUSTIFICATION:**

*The Authority issued an Invitation For Bid (IFB) for Janitorial Supplies on February 15, 2024. The Authority received responses from eleven (11) vendors on or before March 14, 2024 and recommends award to seven (7) vendors who submitted the lowest price for specific items. The award will be for a three (3) year term with the option to renew for two (2) additional one (1) year terms. Purchase orders will be issued on an as needed basis. Thirty-eight (38) specific items of janitorial supplies were bid and the awarded supplier's price is highlighted in green on the attached certified copy.*

**CHIEF EXECUTIVE OFFICER'S RECOMMENDATION:**

*Recommend approval.*

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

**DEPARTMENT APPROVAL:**

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

**BACK-UP MATERIAL:**

*Spreadsheet of all bids with recommended vendor and product award in highlighted column.*

**CONTRACT #1168**  
**Janitorial Supplies**

Company Name	Plastic Express, Inc.	Central Poly Bag Corp	C&C Janitorial Supplies, Inc.	WB Mason Co., Inc.	AramSCO, Inc.	Sanico, Inc.	Priority Cleans	United Sales USA Corp	Unipak Corp	Imperial Bag & Paper Co. LLC	Hill-n-Markes, Inc.
<b>Item #1: Toilet Tissue, 1 Ply</b>											
Cost per Case	\$52.48	\$38.00	\$43.25	\$32.42	NO BID	\$45.85	\$109.02	\$32.49	NO BID	\$31.67	\$31.34
Meet or Exceed Specs	Yes	Yes	Yes	Yes		Yes	Yes	Yes		Yes	Yes
Brand Bid	Boardwalk	Nittany	SCA/Tork	Tork		Essity	Bay West	Nittany		Alliance Paper	Cascades
Packaging	*12/2000'/case	*12/2000'/case	12/1000'/case	*12/583.3'/case		*12/1200'/case	Basic	*12/2000'/case		12/2000'	12/2M'/case
Delivery ARO	2-7 Days	10-14 Days	3 Days	1-3 Days		Wed. or Fri.	7 Days	1-7 Days		2-3 Days	3-5 Days
Emergency Delivery ARO	48 Hrs.	3-5 Days	48 Hrs.	48 Hrs.		Yes	48 Hrs.	24-36 Hrs.		2 Days	Yes
<b>Item #2: Toilet Tissue, 2 Ply</b>											
Cost per Case	\$57.89	\$54.00	\$52.59	\$39.91	\$64.72	\$41.98	\$127.98	NO BID	NO BID	\$36.79	\$48.00
Meet or Exceed Specs	Yes	Yes	Yes	Yes	Yes	Yes	Yes			Yes	Yes
Brand Bid	Boardwalk	Resolute	SCA/Tork	Resolute	Essity/Tork	Resolute	Bay West			Resolute	Soft Tone
Packaging	*96/500sh/case	*96/500sh rolls/case	96/500sh/rolls	500sh/96 ct	96/500sh/case	96/500/case	Basic			*96/500sh/case	96/500/case
Delivery ARO	2-7 Days	10-14 Days	3 Days	1-3 Days	14 Days	Wed. or Fri.	7 Days			2-3 Days	3-5 Days
Emergency Delivery ARO	48 Hrs.	3-5 Days	48 Hrs.	48 Hrs.	2 Days	Yes	48 Hrs.			2 Days	Yes
<b>Item #3: Multi Fold Towel</b>											
Cost per Case	\$30.13	\$54.00	\$33.66	\$20.24	\$35.58	\$20.45	\$83.72	NO BID	NO BID	\$19.95	\$26.28
Meet or Exceed Specs	Yes	Yes	Yes	Yes	Yes	Yes	Yes			Yes	Yes
Brand Bid	Boardwalk	Marcal	SCA/Tork	Marcal	Essity/Tork	Nittany	Other			Victoria Bay	Soft Tone
Packaging	4000/case	4000/case	16/250 ct/case	250/pk-16 pk/carton	15/250/case	16 pkg of 250	Standard			4000/case	16/250/case
Delivery ARO	2-7 Days	10-14 Days	3 Days	1-3 Days	14 Days	Wed. or Fri.	7 Days			2-3 Days	3-5 Days
Emergency Delivery ARO	48 Hrs.	3-5 Days	48 Hrs.	48 Hrs.	2 Days	Yes	48 Hrs.			2 Days	Yes

Company Name	Plastic Express, Inc.	Central Poly Bag Corp	C&C Janitorial Supplies, Inc.	WB Mason Co., Inc.	AramSCO, Inc.	Sanico, Inc.	Priority Cleans	United Sales USA Corp	Unipak Corp	Imperial Bag & Paper Co. LLC	Hill-n-Markes, Inc.
<b>Item #4: Tuff-Matt Hydro Wipe</b>											
Cost per Case	\$39.65	NO BID	47.84	62.61	\$113.74	NO BID	\$31.60	NO BID	NO BID	\$44.11	\$52.15
Meet or Exceed Specs	Yes		Yes	Yes	Yes		Yes			Yes	Yes
Brand Bid	Brawny		Hospesco	Wypall	Essity/Tork		Brawny			Kimberly Clark	Kimberly Clark
Packaging	*200 sht/roll/each		1100/9"x13"/case	1100/roll - 1/carton	*1/1050shts/case		*Vendor states unavailable			1/1100sht	1/1100 sht/case
Delivery ARO	2-7 Days		3 Days	1-3 Days	14 Days		7 Days			2-3 Days	3-5 Days
Emergency Delivery ARO	48 Hrs.		48 Hrs.	48 Hrs.	2 Days		48 Hrs.			2 Days	Yes
<b>Item #5: Paper Towel</b>											
Cost per Case	\$52.99	NO BID	42.61	44.71	\$38.23	NO BID	\$156.42	\$16.39	NO BID	\$22.65	\$61.55
Meet or Exceed Specs	Yes		Yes	Yes	Yes		Yes	Yes		Yes	Yes
Brand Bid	Georgia Pacific		SCA/Tork	Tork	Essity/Tork		Other	SKC		Victoria Bay	Kimberly Clark
Packaging	*6 rolls/800'/case		6/800' rolls/case	1000'/6/case	6/800'/case		Basic	*6/800'/case		6/800'	6/950'/case
Delivery ARO	2-7 Days		3 Days	1-3 Days	14 Days		7 Days	1-7 Days		2-3 Days	3-5 Days
Emergency Delivery ARO	48 Hrs.		48 Hrs.	48 Hrs.	2 Days		48 Hrs.	24-36 Hrs.		2 Days	Yes
<b>Item #6: Toilet Seat Covers</b>											
Cost per Case	\$31.62	\$88.00	\$43.31	\$28.25	\$66.00	\$38.40	\$51.97	NO BID	NO BID	\$28.50	\$31.60
Meet or Exceed Specs	Yes	Yes	Yes	Yes	Yes	Yes	Yes			Yes	Yes
Brand Bid	Boardwalk	Rochester Midland	Hospesco	WB Mason	Impact	Impact	Other			Victoria Bay	Individual
Packaging	250 covers/sleeve-10 sleeves/case	5000/case	250 covers/case	5000/case	2500/case	5000/case	Standard			5000/case	20/250/case
Delivery ARO	2-7 Days	10-14 Days	3 Days	1-3 Days	14 Days	Wed. or Fri.	7 Days			2-3 Days	3-5 Days
Emergency Delivery ARO	48 Hrs.	3-5 Days	48 Hrs.	48 Hrs.	2 Days	Yes	48 Hrs.			2 Days	Yes



Company Name	Plastic Express, Inc.	Central Poly Bag Corp	C&C Janitorial Supplies, Inc.	WB Mason Co., Inc.	AramSCO, Inc.	Sanico, Inc.	Priority Cleans	United Sales USA Corp	Unipak Corp	Imperial Bag & Paper Co. LLC	Hill-n-Markes, Inc.
<b>Item #7: Waxed Napkin Bag</b>											
Cost per Case	\$31.60	\$48.00	\$25.97	\$20.96	\$25.00	\$20.50	\$79.28	\$23.92	NO BID	\$20.25	\$21.12
Meet or Exceed Specs	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes		Yes	Yes
Brand Bid	Hospeco	Rubber Maid	Hospeco	Hospeco	Hospeco	Hospital Specialty	Other	Impact		Hospeco	Hospeco
Packaging	500/case	250/case	500/case	500/carton	500/case	250/case	Standard	250		500/case	250/case
Delivery ARO	5-10 Days	10-14 Days	3 Days	1-3 Days	14 Days	Wed. or Fri.	7 Days	1-7 Days		2-3 Days	3-5 Days
Emergency Delivery ARO	48 Hrs.	3-5 Days	48 Hrs.	48 Hrs.	2 Days	Yes	48 Hrs.	24-36 Hrs.		2 Days	Yes
<b>Item #8: Feminine Napkins</b>											
Cost per Case	\$60.82	\$83.00	\$48.44	\$41.55	\$50.01	\$56.20	\$97.00	NO BID	NO BID	\$39.75	\$53.29
Meet or Exceed Specs	Yes	Yes	Yes	Yes	Yes	Yes	Yes			Yes	Yes
Brand Bid	Hospeco	Gards	Sierra	Hospeco	Hospeco	Hospital Specialty	Other			Hospeco	Hospeco
Packaging	250/case	250/case	250/case	250/carton	250/case	250/case	Standard			250/case	250/case
Delivery ARO	5-10 Days	10-14 Days	3 Days	1-3 Days	14 Days	Wed. or Fri.	7 Days			2-3 Days	3-5 Days
Emergency Delivery ARO	48 Hrs.	3-5 Days	48 Hrs.	48 Hrs.	2 Days	Yes	48 Hrs.			2 Days	Yes
<b>Item #9: Tampons</b>											
Cost per Case	\$56.67	\$89.00	\$153.81	\$99.91	\$83.51	NO BID	\$259.12	NO BID	NO BID	\$67.00	\$81.83
Meet or Exceed Specs	Yes	Yes	Yes	Yes	Yes		Yes			Yes	Yes
Brand Bid	Comfort Plus	Tampax	Impact	Hospeco	Hospeco		Other			Tampax	Hospeco
Packaging	200/case	500/case	500/case	500/carton	500/case		Standard			500/case	500/case
Delivery ARO	5-10 Days	10-14 Days	3 Days	1-3 Days	14 Days		7 Days			2-3 Days	3-5 Days
Emergency Delivery ARO	48 Hrs.	3-5 Days	48 Hrs.	48 Hrs.	2 Days		48 Hrs.			2 Days	Yes

Company Name	Plastic Express, Inc.	Central Poly Bag Corp	C&C Janitorial Supplies, Inc.	WB Mason Co., Inc.	AramSCO, Inc.	Sanico, Inc.	Priority Cleans	United Sales USA Corp	Unipak Corp	Imperial Bag & Paper Co. LLC	Hill-n-Markes, Inc.
<b>Item #10: Can Liners (24x33)</b>											
Cost per Case	\$19.40	\$16.70	\$27.16	\$30.27	\$39.32	\$16.88	\$86.93	\$12.54	\$16.25	20.95	\$34.15
Meet or Exceed Specs	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Brand Bid	Plastic Prince	Central Poly	CCI	Heritage	Pro-Link	Berry Plastics	Other	SKC	UPC	Victoria Bay	Individual
Packaging	1000	1000/case	1000/case	1000/carton	1000/case	1000/case	Standard	50/roll-20/case	1000/case	1000/case	20/50/case
Delivery ARO	5-14 Days	10-14 Days	3 Days	1-3 Days	14 Days	Wed. or Fri.	7 Days	1-7 Days	1-10 Days	2-3 Days	3-5 Days
Emergency Delivery ARO	48 Hrs.	3-5 Days	48 Hrs.	48 Hrs.	2 Days	Yes	48 Hrs.	24-36 Hrs.	48 Hrs.	2 Days	Yes
<b>Item #11: Can Liners (33x40, .62mil)</b>											
Cost per Case	\$16.80	\$14.93	\$22.00	\$21.59	\$32.71	\$15.45	\$83.66	\$13.92	\$15.80	\$15.50	\$25.80
Meet or Exceed Specs	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Brand Bid	Plastic Prince	Central Poly	CCI	Heritage	Pro-Link	Aluf Plastics	Other	SKC	UPC	Victoria Bay	Individual
Packaging	250	250/case	250/case	250/carton	250/case	250/case	Standard	250	250	250/case	250/case, 16mic
Delivery ARO	5-14 Days	10-14 Days	3 Days	1-3 Days	14 Days	Wed. or Fri.	7 Days	1-7 Days	1-10 Days	2-3 Days	3-5 Days
Emergency Delivery ARO	48 Hrs.	3-5 Days	48 Hrs.	48 Hrs.	2 Days	Yes		24-36 Hrs.	48 Hrs.	2 Days	Yes
<b>Item #12: Can Liners (43x48)</b>											
Cost per Case	\$29.25	\$16.99	\$30.59	\$26.99	\$38.49	\$21.98	92.68	NO BID	\$19.50	21.75	\$33.28
Meet or Exceed Specs	Yes	Yes	Yes	Yes	Yes	Yes	Yes		Yes	Yes	Yes
Brand Bid	Plastic Prince	Central Poly	CCI	Heritage	Pro-Link	Aluf Plastics	Other		UPC	Victoria Bay	Heritage
Packaging	200	200/case	200/case	250/carton	250/case	200/case	Standard		200	200/case	200/case
Delivery ARO	5-14 Days	10-14 Days	3 Days	1-3 Days	14 Days	Wed. or Fri.	7 Days		1-10 Days	2-3 Days	3-5 Days
Emergency Delivery ARO	48 Hrs.	3-5 Days	48 Hrs.	48 Hrs.	2 Days	Yes	48 Hrs.		48 Hrs.	2 Days	Yes



Company Name	Plastic Express, Inc.	Central Poly Bag Corp	C&C Janitorial Supplies, Inc.	WB Mason Co., Inc.	AramSCO, Inc.	Sanico, Inc.	Priority Cleans	United Sales USA Corp	Unipak Corp	Imperial Bag & Paper Co. LLC	Hill-n-Markes, Inc.
<b>Item #13: Bleach</b>											
Cost per Case	\$25.25	NO BID	\$17.78	\$24.73	\$21.30	NO BID	\$130.97	NO BID	NO BID	\$17.50	\$24.49
Meet or Exceed Specs	Yes		Yes	Yes	Yes		Yes			Yes	Yes
Brand Bid	Pure Bright		Diamond Chemical	Pure Bright	Pure Bright		Other			KIK I-NTL	Hill n Markes
Packaging	*6/1gal/case		4 gal/case	1 gal/6 per carton	6/1 gal/case		Standard			6/1gal	6/1 gal/case
Delivery ARO	2-5 Days		3 Days	1-3 Days	14 Days		7 Days			2-3 Days	3-5 Days
Emergency Delivery ARO	48 Hrs.		48 Hrs.	48 Hrs.	2 Days		48 Hrs.			2 Days	Yes
<b>Item #14: Laundry Detergent</b>											
Cost per Case	NO BID	NO BID	\$91.66	NO BID	\$104.77	NO BID	\$124.80	NO BID	NO BID	\$63.00	\$29.62
Meet or Exceed Specs			Yes		Yes		Yes			Yes	Yes
Brand Bid			Spartan		Spartan		Other			Victoria Bay	Simoniz
Packaging			5 gal pail		5 gal pail		Standard			5 gal	5 gal pail
Delivery ARO			3 Days		14 Days		7 Days			2-3 Days	3-5 Days
Emergency Delivery ARO			48 Hrs.		2 Days		48 Hrs.			2 Days	Yes
<b>Item #15: Floor Wax/Finish</b>											
Cost per Case	\$82.45	NO BID	\$116.00	\$64.92	\$96.86	\$157.20	\$241.74	NO BID	NO BID	\$72.00	62.09
Meet or Exceed Specs	Yes		Yes	Yes	Yes	Yes	Yes			Yes	Yes
Brand Bid	Betco		Spartan	NCL	Spartan	Buckeye	Other			Victoria Bay	Simoniz
Packaging	5 gal		5 gal pail	5 gal	5 gal pail	5 gal	Premium			5 gal	5 gal pail
Delivery ARO	7-14 Days		3 Days	1-3 Days	14 Days	Wed. or Fri.	7 Days			2-3 Days	7-10 Days
Emergency Delivery ARO	48 Hrs.		48 Hrs.	48 Hrs.	2 Days	Yes	48 Hrs.			2 Days	NO

Company Name	Plastic Express, Inc.	Central Poly Bag Corp	C&C Janitorial Supplies, Inc.	WB Mason Co., Inc.	AramSCO, Inc.	Sanico, Inc.	Priority Cleans	United Sales USA Corp	Unipak Corp	Imperial Bag & Paper Co. LLC	Hill-n-Markes, Inc.
<b>Item #16: Floor Stripper (Ripsaw or Equal)</b>											
Cost per Case	\$136.58	NO BID	\$109.85	\$54.79	\$84.70	\$125.40	\$108.86	NO BID	NO BID		\$46.06
Meet or Exceed Specs	Yes		Yes	Yes	Yes	Yes	Yes			Yes	Yes
Brand Bid	Betco		Spartan	NCL	Spartan	Buckeye	Other			Victoria Bay	Simoniz
Packaging	5 gal		5 gal pail	5 gal	5 gal pail	5 gal	Premium			5 gal	5 gal pail
Delivery ARO	7-14 Days		3 Days	1-3 Days	14 Days	Wed. or Fri.	7 Days			2-3 Days	7-10 Days
Emergency Delivery ARO	48 Hrs.		48 Hrs.	48 Hrs.	2 Days	Yes	48 Hrs.			2 Days	NO
<b>Item #17: Floor Finish (Citation or Equal)</b>											
Cost per Case	\$124.45	NO BID	\$116.00	\$71.24	\$84.86	\$117.95	\$140.62	NO BID	NO BID	\$73.01	\$76.56
Meet or Exceed Specs	Yes		Yes	Yes	Yes	Yes	Yes			Yes	Yes
Brand Bid	Betco		Spartan	NCL	Spartan	Buckeye	Other			Victoria Bay	Betco
Packaging	5 gal		5 gal pail	5 gal	5 gal pail	5 gal	Premium			5 gal	5 gal pail
Delivery ARO	7-14 Days		3 Days	1-3 Days	14 Days	Wed. or Fri.	7 Days			2-3 Days	3-5 Days
Emergency Delivery ARO	48 Hrs.		48 Hrs.	48 Hrs.	2 Days	Yes	48 Hrs.			2 Days	Yes
<b>Item #18: Grout Cleaner</b>											
Cost per Case	\$94.07	NO BID	\$80.57	\$59.89	\$44.64	\$73.20	\$195.90	NO BID	NO BID	\$44.75	\$58.63
Meet or Exceed Specs	Yes		Yes	Yes	Yes	Yes	Yes			Yes	Yes
Brand Bid	Betco		Spartan	NCL	Viper	Spartan	Other			Victoria Bay	Clorox
Packaging	1 gal/4/case		4 gal/case	1 gal/4/case	4/1 gal/case	4 gal/case	Premium			12/32oz.	9/32oz./case
Delivery ARO			3 Days	1-3 Days	14 Days	Wed. or Fri.	7 Days			2-3 Days	3-5 Days
Emergency Delivery ARO	48 Hrs.		48 Hrs.		2 Days	Yes	48 Hrs.			2 Days	Yes

Company Name	Plastic Express, Inc.	Central Poly Bag Corp	C&C Janitorial Supplies, Inc.	WB Mason Co., Inc.	AramSCO, Inc.	Sanico, Inc.	Priority Cleans	United Sales USA Corp	Unipak Corp	Imperial Bag & Paper Co. LLC	Hill-n-Markes, Inc.
<b>Item #19: Mop (Medium Looped End)</b>											
Cost per Case	\$109.18	NO BID	\$69.43	\$3.09 ea.	\$5.59 ea.	\$3.35 ea.	\$52.72	NO BID	NO BID	\$27.95 (sold by case only)	\$4.14 ea. (sold by case only)
Meet or Exceed Specs	Yes		Yes	Yes	Yes	Yes	Yes			Yes	Yes
Brand Bid	Boardwalk		Golden Star	ABCO	Pro-Link	Golden Star	Other			Victoria Bay	Tuway
Packaging	12		12/case	Each	Each	12/case	*Each			12/case	3/case
Delivery ARO	2-7 Days		3 Days	1-3 Days	14 Days	Wed. or Fri.	7 Days			2-3 Days	3-5 Days
Emergency Delivery ARO	48 Hrs.		48 Hrs.	48 Hrs.	2 Days	Yes	48 Hrs.			2 Days	Yes
<b>Item #20: Mop (Large Looped End)</b>											
Cost per Case	\$133.79	NO BID	\$75.95	\$3.49 ea.	\$7.03 ea.	\$4.60 ea.	\$53.64	NO BID	NO BID	\$37.95 (sold by case only)	\$3.85 ea. (sold by case only)
Meet or Exceed Specs	Yes		Yes	Yes	Yes	Yes	Yes			Yes	Yes
Brand Bid	Boardwalk		Golden Star	ABCO	Pro-Link	Janico	Other			Victoria Bay	Tuway
Packaging	12		12/case	Each	Each	12/case	*Each			12/case	3/case
Delivery ARO	2-7 Days		3 Days	1-3 Days	14 Days	Wed. or Fri.	7 Days			2-3 Days	3-5 Days
Emergency Delivery ARO	48 Hrs.		48 Hrs.	48 Hrs.	2 Days	Yes	48 Hrs.			2 Days	Yes
<b>Item #21: Mop Head</b>											
Cost per Case	\$19.99 ea.	NO BID	\$164.54	\$6.47 ea.	\$5.60 ea.	\$8.80 ea.	\$39.50	NO BID	NO BID	\$4.95 ea.	\$8.30 ea. (sold by case only)
Meet or Exceed Specs	Yes		Yes	Yes	Yes	Yes	Yes			Yes	Yes
Brand Bid	Boardwalk		Golden Star	Genuine Joe	Pro-Link	Golden Star	Other			Victoria Bay	Tuway
Packaging	Each		12/case	Each	Each	12/case	*Each			Each	3/case
Delivery ARO	7-10 Days		3 Days	1-3 Days	14 Days	Wed. or Fri.	7 Days			2-3 Days	3-5 Days
Emergency Delivery ARO	48 Hrs.		48 Hrs.	48 Hrs.	2 Days	Yes	48 Hrs.			2 Days	Yes



Company Name	Plastic Express, Inc.	Central Poly Bag Corp	C&C Janitorial Supplies, Inc.	WB Mason Co., Inc.	AramSCO, Inc.	Sanico, Inc.	Priority Cleans	United Sales USA Corp	Unipak Corp	Imperial Bag & Paper Co. LLC	Hill-n-Markes, Inc.
<b>Item #22: Mop Frame</b>											
Cost per Case	\$9.99 ea.	NO BID	\$6.79 ea	\$5.40 ea.	\$4.47 ea.	\$3.99 ea.	\$108.94	NO BID	NO BID	\$3.75 ea.	\$5.80 ea.
Meet or Exceed Specs	Yes		Yes	Yes	Yes	Yes	Yes			Yes	Yes
Brand Bid	Boardwalk		Golden Star	Boardwalk	Pro-Link	Golden Star	Other			Victoria Bay	Tuway
Packaging	Each		Each	Each	Each	Each	*Each			Each	Each
Delivery ARO	5-7 D		3 Days	1-3 Days	14 Days	Wed. or Fri.	7 Days			2-3 Days	3-5 Days
Emergency Delivery ARO	48 Hrs.		48 Hrs.	48 Hrs.	2 Days	Yes	48 Hrs.			2 Days	Yes
<b>Item #23: Mop Handle (60" Wood)</b>											
Cost per Case	\$24.99 ea.	NO BID	\$11.95 ea.	\$11.32 ea.	\$9.82 ea.	\$8.35 ea.	\$43.45	NO BID	NO BID	\$3.75 ea.	\$11.79 ea.
Meet or Exceed Specs	Yes		Yes	Yes	Yes	Yes	Yes			Yes	Yes
Brand Bid	Rubbermaid		Golden Star	Boardwalk	Pro-Link	Golden Star	Other			Victoria Bay	Tuway
Packaging	Each		Each	Each	Each	Each	*Each			Each	Each
Delivery ARO	2-7 Days		3 Days	1-3 Days	14 Days	Wed. or Fri.	7 Days			2-3 Days	3-5 Days
Emergency Delivery ARO	48 Hrs.		48 Hrs.	48 Hrs.	2 Days	Yes	48 Hrs.			2 Days	Yes
<b>Item #24: Mop Handle (94-64" Plastic)</b>											
Cost per Case	\$24.91 ea.	NO BID	\$18.21 ea.	\$16.37 ea.	\$15.52 ea.	\$15.98 ea.	\$37.94	NO BID	NO BID	\$6.50 ea.	\$15.17 ea.
Meet or Exceed Specs	Yes		Yes	Yes	Yes	Yes	Yes			Yes	Yes
Brand Bid	Impact		Impact	Genuine Joe	Pro-Link	Impact	Other			Victoria Bay	Impact
Packaging	Each		Each	Each	Each	Each	*Each			Each	Each
Delivery ARO	2-7 Days		3 Days	1-3 Days	14 Days	Wed. or Fri.	7 Days			2-3 Days	3-5 Days
Emergency Delivery ARO	48 Hrs.		48 Hrs.	48 Hrs.	2 Days	Yes	48 Hrs.			2 Days	Yes

Company Name	Plastic Express, Inc.	Central Poly Bag Corp	C&C Janitorial Supplies, Inc.	WB Mason Co., Inc.	Aramco, Inc.	Sanico, Inc.	Priority Cleans	United Sales USA Corp	Unipak Corp	Imperial Bag & Paper Co. LLC	Hill-n-Markes, Inc.
<b>Item #25: Bathroom Cleaner (Urinal &amp; Bowl Cleaner)</b>											
Cost per Case	\$39.96	NO BID	\$42.81	\$25.90	\$36.12	\$22.56	\$113.92	NO BID	NO BID	\$29.95	\$36.60
Meet or Exceed Specs	Yes		Yes	Yes	Yes	Yes	Yes			Yes	Yes
Brand Bid	Misty		3M	NCL	Spartan	Spartan	Urinal			Victoria Bay	B
Packaging	*12/32oz./case		12/32oz./case	32oz./12/case	12/1qt/case	12 qts/case	Premium			4/1 gal	12/32oz./case
Delivery ARO	2-7 Days		3 Days	1-3 Days	14 Days	Wed. or Fri.	7 Days			2-3 Days	7-10 Days
Emergency Delivery ARO	48 Hrs.		48 Hrs.	48 Hrs.	2 Days	Yes	48 Hrs.			2 Days	No
<b>Item #26: Degreaser (Simple Green or Equal)</b>											
Cost per Case	\$16.99	NO BID	\$80.57	\$27.51	\$76.32	NO BID	\$99.54	NO BID	NO BID	\$27.50	6.62 ea
Meet or Exceed Specs	Yes		Yes	Yes	Yes		Yes			Yes	Yes
Brand Bid	Simple Green		Spartan	NCL	Simple Green		Other			Victoria Bay	Simoniz
Packaging	*1gal/each		4 gal/case	1 gal/4/case	6/1 gal/case		Standard			4/1 gal	4/1 gal/case
Delivery ARO	2-7 Days		3 Days	1-3 Days	14 Days		7 Days			2-3 Days	3-5 Days
Emergency Delivery ARO	48 Hrs.		48 Hrs.	48 Hrs.	2 Days		48 Hrs.			2 Days	Yes
<b>Item #27: Gum, Tar &amp; Grease Remover</b>											
Cost per Case	NO BID	NO BID	\$118.62	\$29.52	\$64.32	\$120.60	\$552.00	NO BID	NO BID	\$34.50	\$84.94
Meet or Exceed Specs			Yes	Yes	Yes	Yes	Yes			Yes	Yes
Brand Bid			Spartan	NCL	Spartan	Spartan	Other			Victoria Bay	3M
Packaging			12/32oz./case	32oz./12/case	12/9oz/case	12/16oz/case	Basic			12/6.5oz	6/8oz./case
Delivery ARO			3 Days	1-3 Days	14 Days	Wed. or Fri.	7 Days			2-3 Days	3-5 Days
Emergency Delivery ARO			48 Hrs.	48 Hrs.	2 Days	Yes	48 Hrs.			2 Days	Yes

Company Name	Plastic Express, Inc.	Central Poly Bag Corp	C&C Janitorial Supplies, Inc.	WB Mason Co., Inc.	AramSCO, Inc.	Sanico, Inc.	Priority Cleans	United Sales USA Corp	Unipak Corp	Imperial Bag & Paper Co. LLC	Hill-n-Markes, Inc.
<b>Item #28: Stainless Steel Cleaner</b>											
Cost per Case	NO BID	NO BID	\$54.03	\$45.83	\$68.40	\$61.32	\$49.52	NO BID	NO BID	\$39.95	\$73.99
Meet or Exceed Specs			Yes	Yes	Yes	Yes	Yes			Yes	Yes
Brand Bid			Spartan	NCL	Spartan	Spartan	Other			Betco	Claire
Packaging			12/32oz./case	*12/18oz./case	12/20oz/case	12/20oz/case	*Vendor states unavailable			12/16oz	12/15oz/case
Delivery ARO			3 Days	1-3 Days	14 Days	Wed. or Fri.	7 Days			2-3 Days	3-5 Days
Emergency Delivery ARO			48 Hrs.	48 Hrs.	2 Days	Yes	48 Hrs.			2 Days	Yes
<b>Item #29: Foam Hand Soap</b>											
Cost per Case	\$78.99	NO BID	\$61.36	\$46.14	\$53.12	NO BID	\$125.59	\$42.23	NO BID	\$47.75	\$40.09
Meet or Exceed Specs	Yes		Yes	Yes	Yes		Yes	Y		Yes	Yes
Brand Bid	Purell		GoJo	Purell	GoJo/Purell		Other	Purell		Victoria Bay/GoJo	GoJo
Packaging	*2/1200ml/case		2/1200ml/case	1200ml/2/case	2/1200ml/case		Standard	*2/1200ml/case		2/1200ml	2/1200ml/case
Delivery ARO	2-7 Days		3 Days	1-3 Days	14 Days		7 Days	1-7 Days		2-3 Days	3-5 Days
Emergency Delivery ARO	48 Hrs.		48 Hrs.	48 Hrs.	2 Days		48 Hrs.	24-36 Hrs.		2 Days	Yes
<b>Item #30: Hand Sanitizer</b>											
Cost per Case	\$99.99	NO BID	\$89.33	\$67.45	\$75.70	NO BID	\$178.35	\$73.71	NO BID	\$65.50	\$58.60
Meet or Exceed Specs	Yes		Yes	Yes	Yes		Yes	Y		Yes	Yes
Brand Bid	Purell		GoJo	Purell	GoJo/Purell		Other	Purell		GoJo	GoJo
Packaging	*2/1200ml/case		2/1200ml/case	1200ml/2/carton	2/1200ml/case		Premium	*2/1200ml/case		2/1200ml	2/1200ml/case
Delivery ARO	2-7 Days		3 Days	1-3 Days	14 Days		7 Days	1-7 Days		2-3 Days	3-5 Days
Emergency Delivery ARO	48 Hrs.		48 Hrs.	48 Hrs.	2 Days		48 Hrs.	24-36 Hrs.		2 Days	Yes



Company Name	Plastic Express, Inc.	Central Poly Bag Corp	C&C Janitorial Supplies, Inc.	WB Mason Co., Inc.	AramSCO, Inc.	Sanico, Inc.	Priority Cleans	United Sales USA Corp	Unipak Corp	Imperial Bag & Paper Co. LLC	Hill-n-Markes, Inc.
<b>Item #31: Powder Free Exam Gloves (Vinyl)</b>											
Cost per Case	\$33.99	NO BID	\$44.10	\$2.10 ea.	\$18.00	\$22.45	\$82.78	\$17.88	\$27.40	\$17.50	\$29.99
Meet or Exceed Specs	Yes		Yes	Yes	Yes	Yes	Yes	Y	Y	Yes	Yes
Brand Bid	Emerald		Emerald	WB Mason	Safety Zone	Elara	Other	Crystal Ware	Emerald	Victoria Bay	Food Handler
Packaging	100/box-10/case		10/100ct/case	100/box	10/100/box	10 boxes/100/case	Basic	1000	10/100	*10/100/case	10/100/case
Delivery ARO	2-7 Days		3 Days	1-3 Days	14 Days	Wed. or Fri.	7 Days	1-7 Days	1-10 Days	2-3 Days	3-5 Days
Emergency Delivery ARO	48 Hrs.		48 Hrs.	48 Hrs.	2 Days	Yes	48 Hrs.	24-36 Hrs.	48 Hrs.	2 Days	Yes
<b>Item #32: Alkaline Batteries (D-cell)</b>											
Cost per Case	NO BID	NO BID	\$130.24	\$7.77	\$18.24	NO BID	NO BID	NO BID	NO BID	*\$16.99	\$121.50
Meet or Exceed Specs			Yes	Yes	Yes					Yes	Y
Brand Bid			Rayovac	Duracell	Pro-Cell/Duracell					Duracell	Pro Cell
Packaging			12/6ct/case	12 pack	12/box					12/case	6/box-12/case
Delivery ARO			3 Days	1-3 Days	14 Days					2-3 Days	3-5 Days
Emergency Delivery ARO			48 Hrs.	48 Hrs.	2 Days					2 Days	Yes
<b>Item #33: Green Hand Pad (Scrub pad)</b>											
Cost per Case	\$21.99	NO BID	\$36.30	\$5.24	\$19.70	\$12.60	\$77.40	\$28.94	NO BID	*4.95	\$22.96
Meet or Exceed Specs	Yes		Yes	Yes	Yes	Yes	Yes	Y		Yes	Yes
Brand Bid	Boardwalk		3M	Boardwalk	ACS Scrubble	ACS Industries	Other	Amercare Royal		Victoria Bay	Disco
Packaging	60		60/case	20/carton	60/case	60/case	Basic	10/box-6/carton		20/case	6/box-10/case
Delivery ARO	2-7 Days		3 Days	1-3 Days	14 Days	Wed. or Fri.	7 Days	1-7 Days		2-3 Days	3-5 Days
Emergency Delivery ARO	48 Hrs.		48 Hrs.	48 Hrs.	2 Days	Yes	48 Hrs.	24-36 Hrs.		2 Days	Yes

Company Name	Plastic Express, Inc.	Central Poly Bag Corp	C&C Janitorial Supplies, Inc.	WB Mason Co., Inc.	AramSCO, Inc.	Sanico, Inc.	Priority Cleans	United Sales USA Corp	Unipak Corp	Imperial Bag & Paper Co. LLC	Hill-n-Markes, Inc.
<b>MILLION AIR FACILITY</b>											
<b>Item #34M: Toilet Tissue (2-Ply)</b>											
Cost per Case	\$89.63	NO BID	\$83.21	\$35.20	\$62.06	\$42.30	\$148.85	NO BID	NO BID	\$38.10	\$48.00
Meet or Exceed Specs	Yes		Yes	Yes	Yes	Yes	Yes			Yes	Y
Brand Bid	Georgia Pacific		SCA/Tork	Resolute	Essity/Tork	Essity	Other			Resolute	Softone
Packaging	*80rolls/450shts/case		80/500shts/case	500shts/roll-96/case	*96 rolls/500shts/case	80/500/case	Basic			96/500/case	96/500/case
Delivery ARO	2-7 Days		3 Days	1-3 Days	14 Days	Wed. or Fri.	7 Days			2-3 Days	3-5 Days
Emergency Delivery ARO	48 Hrs.		48 Hrs.	48 Hrs.	2 Days	Yes	48 Hrs.			2 Days	Yes
<b>Item #35M: Tissues</b>											
Cost per Case	\$77.80	NO BID	\$79.64	\$20.31	\$35.85	\$21.99	\$197.50	NO BID	NO BID	16.75	\$29.64
Meet or Exceed Specs	Yes		Yes	Yes	Yes	Yes	Yes			Yes	Yes
Brand Bid	Kleenex		SCA/Tork	Harmony Pro	Plastirun	Essity	Other			Victoria Bay	Softone
Packaging	*36/95shts/case		36/94ct/case	85 shts/box-36/case	36/160/case	30/100/case	Basic			30/100/case	36/90/case
Delivery ARO	2-7 Days		3 Days	1-3 Days	14 Days	Wed. or Fri.	7 Days			2-3 Days	3-5 Days
Emergency Delivery ARO	48 Hrs.		48 Hrs.	48 Hrs.	2 Days	Yes	48 Hrs.			2 Days	Yes
<b>Item #36M: C-Fold Towel</b>											
Cost per Case	\$51.58	\$27.50	\$33.66	\$22.46	\$26.20	\$25.60	\$154.84	NO BID	NO BID	\$16.75	\$22.63
Meet or Exceed Specs	Yes	Y	Yes	Yes	Yes	Yes	Yes			Yes	Y
Brand Bid	Georgia Pacific	Marcal	SCA/Tork	Marcal	Marcal	Nittany	Other			Victoria Bay	Cascades
Packaging	120/pack-12 packs/case	2400/case	6/250ct/case	150pk/16pk/case	2400/case	16pks/150/case	Standard			2400/case	12/200/case
Delivery ARO	2-7 Days	10-14 Days	3 Days	1-3 Days	14 Days	Wed. or Fri.	7 Days			2-3 Days	3-5 Days
Emergency Delivery ARO	48 Hrs.	3-5 Days	48 Hrs.	48 Hrs.	2 Days	Yes	48 Hrs.			2 Days	Yes



Company Name	Plastic Express, Inc.	Central Poly Bag Corp	C&C Janitorial Supplies, Inc.	WB Mason Co., Inc.	AramSCO, Inc.	Sanico, Inc.	Priority Cleans	United Sales USA Corp	Unipak Corp	Imperial Bag & Paper Co. LLC	Hill-n-Markes, Inc.
<b>Item #37M: Roll Towel</b>											
Cost per Case	\$53.99	\$28.00	\$42.61	\$26.10	\$36.48	\$29.88	\$86.88	NO BID	NO BID	\$22.75	\$61.55
Meet or Exceed Specs	Yes	Yes	Yes	Yes	Yes	Yes	Yes			Yes	Yes
Brand Bid	Georgia Pacific	Marcal	SCA/Tork	Marcal	Essity/Tork	Nittany	Other			Victoria Bay	Kimberly Clark
Packaging	*12/350'/case	12/350'/case	* 6 rolls/800'/case	*12 rolls/350'/case	*12/350'/case	12/350'/case	Standard			12/350'/case	6/950'/case
Delivery ARO	2-7 Days	10-14 Days	3 Days	1-3 Days	14 Days	Wed. or Fri.	7 Days			2-3 Days	3-5 Days
Emergency Delivery ARO	48 Hrs.	3-5 Days	48 Hrs.	48 Hrs.	2 Days	Yes	48 Hrs.			2 Days	Yes
<b>Item #38M: Granite and Marble Cleaner</b>											
Cost per Case	NO BID	NO BID	\$48.92	NO BID	\$53.04	NO BID	\$85.32	NO BID	NO BID	89.85	\$78.00
Meet or Exceed Specs			Yes		Yes		Yes			Yes	Y
Brand Bid			Spartan		Weiman		Other			Miracle Seal	Betco
Packaging			12/20oz/case		6/24oz/case		*6/18oz./case			4/1 gal	12/32oz/case
Delivery ARO			3 Days		14 Days		7 Days			2-3 Days	7-10 Days
Emergency Delivery ARO			48 Hrs.		2 Days		48 Hrs.			2 Days	No
Bid Bond	\$2,000 Check	Yes	N/A	Yes	Yes	\$2,000 Check		\$2,000 Check	\$2,000 Check	\$2,000 Check	\$2,000 Check
Offerer Disclosure	X	X	X	X	X	X	X	X	X	X	X
Non Colln.	X	X	X	X	X	X	X	X	X	X	X
References	X	X	X	X	X	X	X	X	X	X	X
Acknowledgment	X	X	X	X	X	X	X	X	X	X	X
Notes:	50% off list on additional items	0% off list on additional items	32% off list on additional items		15% off list on additional items	50% off list on additional items	0% off list on additional items	39% off list on additional items	21% off list on additional items	Minimum of 30% off list on additional items	At least 10% off list on additional items

\* Clarifications requested via email

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

Albany Airport Authority Purchasing Department

Sworn to before me this \_\_\_\_ day of \_\_\_\_\_ 20\_\_.

  
Bobbi Matthews  
Purchasing Agent

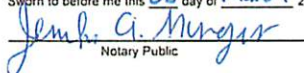
\_\_\_\_\_  
Notary Public

Company Name	Plastic Express, Inc.	Central Poly Bag Corp	C&C Janitorial Supplies, Inc.	WB Mason Co., Inc.	AramSCO, Inc.	Sanico, Inc.	Priority Cleans	United Sales USA Corp	Unipak Corp	Imperial Bag & Paper Co. LLC	Hill-n-Markes, Inc.
<b>Item #37M: Roll Towel</b>											
Cost per Case	\$53.99	\$28.00	\$42.61	\$26.10	\$36.48	\$29.88	\$86.88	NO BID	NO BID	\$22.75	\$61.55
Meet or Exceed Specs	Yes	Yes	Yes	Yes	Yes	Yes	Yes			Yes	Yes
Brand Bid	Georgia Pacific	Marcal	SCA/Tork	Marcal	Essity/Tork	Nittany	Other			Victoria Bay	Kimberly Clark
Packaging	*12/350'/case	12/350'/case	* 6 rolls/800'/case	*12 rolls/350'/case	*12/350'/case	12/350'/case	Standard			12/350'/case	6/950'/case
Delivery ARO	2-7 Days	10-14 Days	3 Days	1-3 Days	14 Days	Wed. or Fri.	7 Days			2-3 Days	3-5 Days
Emergency Delivery ARO	48 Hrs.	3-5 Days	48 Hrs.	48 Hrs.	2 Days	Yes	48 Hrs.			2 Days	Yes
<b>Item #38M: Granite and Marble Cleaner</b>											
Cost per Case	NO BID	NO BID	\$48.92	NO BID	\$53.04	NO BID	\$85.32	NO BID	NO BID	89.85	\$78.00
Meet or Exceed Specs			Yes		Yes		Yes			Yes	Y
Brand Bid			Spartan		Weiman		Other			Miracle Seal	Betco
Packaging			12/20oz/case		6/24oz/case		*6/18oz./case			4/1 gal	12/32oz/case
Delivery ARO			3 Days		14 Days		7 Days			2-3 Days	7-10 Days
Emergency Delivery ARO			48 Hrs.		2 Days		48 Hrs.			2 Days	No
Bid Bond	\$2,000 Check	Yes	N/A	Yes	Yes	\$2,000 Check		\$2,000 Check	\$2,000 Check	\$2,000 Check	\$2,000 Check
Offerer Disclosure	X	X	X	X	X	X	X	X	X	X	X
Non Colln.	X	X	X	X	X	X	X	X	X	X	X
References	X	X	X	X	X	X	X	X	X	X	X
Acknowledgment	X	X	X	X	X	X	X	X	X	X	X
Notes:	50% off list on additional items	0% off list on additional items	32% off list on additional items		15% off list on additional items	50% off list on additional items	0% off list on additional items	39% off list on additional items	21% off list on additional items	Minimum of 30% off list on additional items	At least 10% off list on additional items

\* Clarifications requested via email

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

Albany Airport Authority Purchasing Department  
  
 Bobbi Matthews  
 Purchasing Agent

Sworn to before me this 26<sup>th</sup> day of March, 2024  
  
 Notary Public

JENNIFER A. MUNGER  
 Notary Public, State of New York  
 No. 01MU6246332  
 Qualified in Schenectady County  
 Commission Expires Aug. 08, 2027

**AGENDA ITEM NO. 10.2**

**Lease Amendment: Lease Amendment No. 9  
to Contract No. L-637 with Prescott Holdings, Inc.**

AGENDA ITEM NO: 10.2  
MEETING DATE: June 10, 2024

ALBANY COUNTY AIRPORT AUTHORITY  
REQUEST FOR AUTHORIZATION

**DEPARTMENT:**                      *Engineering Department*

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

**PURPOSE OF REQUEST:**

    Lease Amendment:                      *Lease Amendment No. 9 to Contract No. L-637 with  
    Prescott Holdings, Inc.*

**CONTRACT AMOUNT:**

    Total Base Amount: \$ 990,000.00  
    Amendment No. 9                      135,674.00\*  
    Total                                      \$1,125,674.00

*\*Pending approval at this meeting.*

**BUDGET INFORMATION:**

    Anticipated in Current Budget: Yes   J   No    NA   

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

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

**JUSTIFICATION:**

*The proposed Lease Amendment No. 9 to Contract Lease No. L-637 builds upon the most recent Lease Amendment (No. 8 dated May 2023). 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. adding a roof hatch and ladder, additional door to secure roof access, hangar fire alarm upgrade and fire alarm connection to Airport Operations and ARFF and some insulation and fire protection upgrades to meet current NYS Codes)*

*The total project cost is projected at least \$1,130,000, of which the ACAA will reimburse Prescott Holdings \$550,000 (+ \$135,674.00) 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.*

AGENDA ITEM NO: 10.2  
MEETING DATE: June 10, 2024

*Note that the current lease with Prescott Holdings runs to December 31, 2026 and includes a “right to renew” for two additional five year options.*

**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:**

- 1) *Contractor invoice and backup.*

CR

**Invoice**

Invoice #	01
Invoice Date	8/21/2023
Job #	221097

Albany County Airport Authority  
737 Albany Shaker Rd  
Albany, NY 12211

Attn: John Leclair

Description	
Airport Office Renovations Bldg 203	
Subtotal	\$ 125,623.86
BBL OH&P (8%)	\$ 10,049.91
Total Cost SAY	\$ 135,674.00
Total Completed & Stored to Date	\$ 135,674.00
Less Previous Certificate for Payment (Before Retainage)	\$ -
<b>Total Amount Due</b>	<b>\$ 135,674.00</b>

By \_\_\_\_\_  
Jeff Campbell, Vice President

Questions concerning this invoice?  
Call (518) 452-8200

MAKE ALL CHECKS PAYABLE TO:  
BBL Construction Services, LLC





<u>CO #</u>		<u>Value</u>
1	Building Permit Fee	\$ 4,575.00
2	Civil Engineering Design	\$ 6,340.00
3	Permit Check for Latham Water	\$ 145.00
4	Latham Water Overtime for Water Tie In	\$ 663.90
5	Added Paving at Entrance and Side Entrance of Office Space and Wing Curb Between Buildings	\$ 4,000.00
6	Luizzi Sanitary Pipe Repair	\$ 8,397.00
7	Roof Ladder	\$ 4,200.00
8	Roof Hatch	\$ 6,050.00
9	Added Door in Stairwell and 2nd Floor Janitor Closet	\$ 3,141.00
10	Added Door for Roof Ladder Security	\$ 906.00
11	Thermax Insulation and Framing	\$ 13,340.66
12	Install Batt Insulation in Cavities of Exterior Walls	\$ 2,405.92
13	Add Wall With Door and Frame in Stairwell	\$ 554.34
14	Frame, Drywall, and Taping for Roof Ladder Wall and Door Frame	\$ 2,173.88
15	Additional Code Signage	\$ 198.16
16	Furnish and Install NFPA 409 in Lieu of NFPA 13	\$ 3,198.00
17	New Water Service Line to Offices From new 6" Main	\$ 19,072.00
18	Replace Navien Water Heater	\$ 3,638.00
19	Camera and Jetting of Sanitary Line	\$ 1,893.00
20	Replace Heat Exchanger in RTU	\$ 3,900.00
21	Repair Refrigerant in RTU	\$ 2,800.00
22	Hangar Maintenance Are Fire Alarm Device and Labor	\$ 13,282.00
23	FS&S Fire Alarm Connection to Fiber and Equipment	\$ 20,750.00

	<i>Subtotal</i>	\$ 125,623.86
	<i>BBL OH&amp;P</i>	\$ 10,049.91
	<i>Total Cost:</i>	\$ 135,673.77

**From:** [Collin Rostohar](#)  
**To:** [Jacklyn Kenny](#)  
**Cc:** [Christine Dietrick](#)  
**Subject:** FW: [EXTERNAL]Airport Building 203 Alterations  
**Date:** Thursday, January 12, 2023 12:30:03 PM  
**Attachments:** [Plan Review Airport Building 203 January 4 2023.pdf](#)

Jacklyn,

**CO #1 Accounting Summary:**

Page 1: \$ 3,975.00  
 Page 2: \$ 600.00  
**Total: \$ 4,575.00**

Please issue a permit check in the amount of \$3,975.00 per the attached.

Payable to : County of Albany Finance Director  
 Albany County Office of Code Enforcement  
 112 State St. Room 315  
 Albany, NY 12207

Thanks,

Collin

965855	221097
VENDOR #	EQUIPMENT# /JOB#
01701	OD
COST CODE	CATEGORY
3,975.00	jk 1/12/23
AMOUNT	CHECKED BY/DATE
JAN23 CAFD	Jan 12 2023
APPROVED FOR JOB COSTING/DATE	

**From:** Geddis, Zackery <Zackery.Geddis@albanycountyny.gov>  
**Sent:** Wednesday, January 4, 2023 4:18 PM  
**To:** jriley@hcpdesign.com  
**Cc:** David Prescott <david@prescottholdings.com>; Collin Rostohar <crostohar@bblinc.com>  
**Subject:** [EXTERNAL]Airport Building 203 Alterations

Joe/Collin

Here are our Plan Review Notes/Comments. Please provide 2 sets of signed and sealed drawings showing the necessary changes.

Collin, Provide the permit fee as noted on the Plan Review Notes and Carey Electrics Electrical license. In addition, please provide the following insurance documentation:

- Provide proof of general liability insurance naming the County of Albany as additional insured,
- Provide proof of NYS Workers Compensation insurance form C-105.2 or State Insurance Fund form U-26.3
- and provide proof of NYS Disability insurance form DB120.1.

If you have any questions please contact me.

Sincerely,

Zackery Geddis  
 Senior Code Enforcement Officer





DANIEL P. MCCOY  
COUNTY EXECUTIVE

DANIEL C. LYNCH, ESQ.  
DEPUTY COUNTY EXECUTIVE

COUNTY OF ALBANY  
DEPARTMENT OF GENERAL SERVICES  
DIVISION OF CODE ENFORCEMENT  
112 STATE STREET, ROOM 1315  
ALBANY, NEW YORK 12207-2021  
(518) 447-5638 - FAX (518) 447-5587  
[www.albanycounty.com](http://www.albanycounty.com)

DAVID M. LATINA  
COMMISSIONER

ZACKERY GEDDIES  
SENIOR CODE ENFORCEMENT OFFICER

January 4, 2023

Mr. Joseph M Riley, AIA, LEED AP  
hcp architects  
302 Washington Ave. Ext.  
Albany, New York 12203

**PROPERTY AT:** Albany International Airport  
**PROJECT NAME:** Airport Building 203 Alterations


Dear Mr. Riley:

The plans that you submitted to our office in connection with the application for a Building Permit proposing construction at the above referenced location have been reviewed for conformity with the provisions of the *NYS Uniform Fire Prevention and Building Code*, and other applicable laws.

The review has revealed the existence of certain deficiencies in the information submitted; these are detailed in the attached *Plan Review Notes*.

No permit for any work at this location will be issued until these deficiencies have been corrected. Revised drawings should be submitted to the Office of Code Enforcement, with reference to the address cited above.

Sincerely,

  
Zackery Geddies  
Sr. Code Enforcement Officer

ATTACHMENT

cc: J. LaClair  
C. Rotohar  
D. Prescott

*County of Albany*  
**Office of Code Enforcement**

**Plan Review Notes**

Address: **Albany International Airport  
Airport Building 203 Alterations**  
Date: **January 4, 2023**

<b><u>Deficiency</u></b>	<b><u>Code Section</u></b>
Provide Safety Glazing in all storefront windows, doors and glazing adjacent to doors.	BC2406.4
Identify each pane of glass... acid or laser etched.	BC2406.3
Recommend Janitors sink first and second floor.	
Sprinkler drawings need to be signed and sealed by NYS licensed engineer.	
Provide sprinkler system hydraulic calculations.	NFPA 13
What is partition type 13M?	
Provide exterior exit emergency lighting.	BC1008.3.2
Sht. E102 What is light fixture EM1? Not shown on Luminaire schedule.	
Provide written statement of compliance with the Energy Code on the drawings.	ECC105.2.2
Provide Mechanical ComCheck	ECC101.5.1
Provide ComCheck for electrical lighting.	ECC101.5.1
Please provide 2 sets of signed and sealed drawings.	
Enclose stairway on 2 <sup>nd</sup> floor adjacent to toilet room with self closing opening protective.	EBC805.4.1.1
Provide controls for exterior lighting.	C405.2.6

Based on the construction cost provided the permit fee is **\$3,975.00** Please make  
Check payable to: **County of Albany Finance Director and mail to**  
**Albany County Office of Code Enforcement**  
**112 State St., Room 1315**  
**Albany, NY 12207**

Pg. 2 Plan Review Airport Building 203 Alterations 1/4/23

Conduct water supply flow test notify our office.

FC507.4

Sht. P101 Provide backflow preventer on water supply to.

Refrigerator

PC608.3

Water Heater show detail, discharge pipe, valves ,expansion tank etc.

PC502,PC504

Please contact Mr. Maxwell Ferris at the County of Albany Health Department to comply with their requirements for backflow prevention devices. His contact information is below.

Mr. Maxwell Ferris  
Assistant Director  
Division of Environmental Health  
175 Green Street  
Albany, New York 12202  
(518) 447-4620  
Maxwell.Ferris@albanycountyny.gov



**Christine Dietrick**

**From:** Collin Rostohar  
**Sent:** Wednesday, February 22, 2023 5:04 PM  
**To:** Christine Dietrick  
**Subject:** 221097-Building 203 Albany Airport

Christine,

See below, please have a check cut for latham water district = \$600.00

**From:** Seaver, Daniel <seaverd@colonie.org>  
**Sent:** Wednesday, February 22, 2023 4:28 PM  
**To:** Collin Rostohar <crostohar@bblinc.com>  
**Cc:** Frazer, John <frazerj@colonie.org>  
**Subject:** [EXTERNAL]Building 203 Albany Airport

Collin,

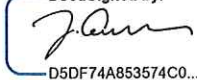
Latham Water has reviewed the Water Permit Application and we offer the following comments:

1. Please contact the airport to see if this building was formerly known as 100 Sicker Road. Latham Water District's field records/sketches indicate that this is a 1" water service that runs off the end of Sicker Road and onto the Airport Property. The account number is 054075 with a location address of 737 Albany Shaker Road. So as you can see the field sketches for service location and the water billing information have two different addresses. There is a note on the site plan indicating that Latham Water District is to abandon the existing water service at the main at the owner's expense and we need clarification that we are looking at the correct service/account.
2. The address on the site plan and application must be updated to 737 Albany Shaker Road.
3. The general liability insurance must be revised to indicate that the Town of Colonie is listed as an additional insured.
4. Need a check payable to the Latham Water District in the amount of \$600.00
5. Below is a standard comment from Latham Water on the approval of a water permit. Please note that none of the items in red were transmitted to Latham Water for review. Please submit the requested items.

Final Division of Latham Water approval will be granted with the issuance of a water service permit, pending submittal and approval of a water service application and a complete Albany County Department of Health Backflow Prevention Package. The design professional must submit one (1) copy of the following for our review: Latham Water District Water Service Permit Application, a current site plan, floor plan, plumbing plan, fire protection plan, water meter detail, backflow preventer detail, engineer's report for the backflow preventer installation and the New York State Department of Health DOH-347 form, as required. Once this package is acceptable to the Latham Water District, the design professional shall transmit five (5) copies of the backflow prevention package to our office for submission to the Albany County Department of Health. The Albany County Department of Health Backflow Prevention Package must include a check payable to the Albany County Dept. of Health in the amount of \$145.00 for their review fee.

If you have any questions, please let me know.

Dan

965855	221097
VENDOR #	EQUIPMENT# /JOB#
01701	od
COST CODE	CATEGORY
600.00	cd 2/23/23
AMOUNT	CHECKED BY/DATE
DocuSigned by: COMMENTS: Collin Rostohar Feb-23-2023	
APPROVED FOR THE COSTING/DATE DocuSigned by:  Feb-23-2023 D5DF74A853574C0...	

HERSHBERG & HERSHBERG  
 18 Locust Street  
 Albany NY 12203  
 Phone: 518-459-3096  
 Fax: 518-459-5683  
 Email: stacey@hhershberg.com

CO #2 Accounting Summary:

3/2 Invoice: \$ 2,250.00  
 4/5 Invoice: \$ 1,430.00  
 6/7 Invoice: \$ 1,550.00  
 7/10 Invoice: \$ 1,110.00  
**Total: \$ 6,340.00**

Invoice Date	Due Date
3/2/2023	4/1/2023

BBL CONSTRUCTION SERVICES

PO BOX 12789  
 ALBANY, NY 12212

Vendor #: 462090	Amt Approved: 2250.00	Invoice Number
Commitment #: 221097	- 003	2023-0028 13842
Sub Inv #: 3002813842	R	

Commitment Executed: YES  NO   
 Certified Payroll (NYS Work Only): YES  NO  N/A

WC: YES  NO  Exp. Date: \_\_\_\_\_  
 GL: YES  NO  Exp. Date: \_\_\_\_\_  
 Excess: YES  NO  Exp. Date: \_\_\_\_\_  
 Auto: YES  NO  Exp. Date: \_\_\_\_\_  
 PL: YES  NO  N/A  Exp. Date: \_\_\_\_\_

Checked By: CD Date: 4/7/23

Comments: CR Apr-10-2023

Description	Approved for Job Costing	Date	Curr %	Total %	Amount
For Engineering & Planning Services through FEBRUARY 28, 2023					
AIRPORT WATER SERVICE (PROPOSAL A: WATER SERVICE PLAN & PROFIL \$3,500.00 PROPOSAL C: WATER RECORD MAPS \$1500)					
745 ALBANY SHAKER ROAD					
Principal's Time Daniel R. Hershberg P.E., L.S.	1.5	200.00			300.00
Principal Designer	5	150.00			750.00
Project CAD Designer	10	120.00			1,200.00

When remitting, please refer to our INVOICE #	2023-0028 13842	Total	\$2,250.00
---	-----------------	-------	------------



**HERSHBERG & HERSHBERG**

18 Locust Street

Albany, NY 12202

Vendor #: 462090 Amt Approved: 1,430.00

Commitment #: 221097 - 003

Sub Inv #: 3002813917 R \_\_\_\_\_ m

Commitment Executed: YES  NO

Certified Payroll (NYS Work Only): YES  NO  N/A

WC: YES  NO  Exp. Date: \_\_\_\_\_

GL: YES  NO  Exp. Date: \_\_\_\_\_

Excess: YES  NO  Exp. Date: \_\_\_\_\_

Auto: YES  NO  Exp. Date: \_\_\_\_\_

PL: YES  NO  N/A  Exp. Date: \_\_\_\_\_

Checked By: jk Date: 4/14/23

Comments: pay as invoice what is this for? page is blank

**INVOICE**

Invoice Date
4/5/2023

Due Date
5/5/2023

Invoice Number
2023-0028 13917

CR 4/19/23

Approved for Job Costing

Date

Description	Qty	U/M	Rate	Prior %	Curr %	Total %	Amount
For Engineering & Planning Services through FEBRUARY 28, 2023							
AIRPORT WATER SERVICE (PROPOSAL A: WATER SERVICE PLAN & PROFILE \$3,500.00 PROPOSAL C: WATER RECORD MAPS \$1500)							
745 ALBANY SHAKER ROAD							
Principal's Time Daniel R. Hershberg P.E., L.S.	2		200.00				400.00
Principal Designer	6		150.00				900.00
Project CAD Designer	1		130.00				130.00

When remitting, please refer to our INVOICE #	2023-0028 13917	<b>Total</b> \$1,430.00
---	-----------------	-------------------------

HERSHBERG & HERSHBERG  
 18 Locust Street  
 Albany NY 12203  
 Phone: 518-459-3096  
 Fax: 518-459-5683  
 Email: stacey@hhershberg.com

Invoice Date
6/7/2023

Due Date
7/7/2023

BBL CONSTRUCTION SERVICES  
 PO BOX 12789  
 ALBANY, NY 12212

Invoice Number
2023-0028 14123

# INVOICE

Description	Qty	U/M	Rate	Prior %	Curr %	Total %	Amount
For Engineering & Planning Services through MAY 31, 2023							
AIRPORT WATER SERVICE (PROPOSAL A: WATER SERVICE PLAN & PROFILE \$3,500.00 PROPOSAL C: WATER RECORD MAPS \$1500)							
745 ALBANY SHAKER ROAD							
Principal's Time Daniel R. Hershberg P.E., L.S.	2.5		200.00				500.00
Vendor #: 462090 Amt Approved: 1550.00							
Commitment #: 221097 - 003							1,050.00
Sub Inv #: 3002814123 R							
Commitment Executed: YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>							
Certified Payroll (NYS Work Only): YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input checked="" type="checkbox"/>							
WC: YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> Exp. Date: 10/29/23							
GL: YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> Exp. Date: 5/4/24							
Excess: YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> Exp. Date: 5/4/24							
Auto: YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> Exp. Date: 5/4/24							
PL: YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/> Exp. Date: 5/4/24							
			#	2023-0028 14123		<b>Total</b>	<b>\$1,550.00</b>

Checked By: cd Date: 6/16/23  
 Comments: billing over PO - \$230.00 Please send PDF  
 CR Jun-19-2023

HERSHBERG & HERSHBERG  
 18 Locust Street  
 Albany NY 12203  
 Phone: 518-459-3096  
 Fax: 518-459-5683  
 Email: stacey@hhershberg.com

Invoice Date	Due Date
7/10/2023	8/9/2023

BBL CONSTRUCTION SERVICES  
 PO BOX 12789  
 ALBANY, NY 12212

Invoice Number
2023-0028 14190

Vendor #: 462090 Amt Approved: 1110.00  
 Commitment #: 221097 - 003  
 Sub Inv #: 3002814190 R \_\_\_\_\_

Commitment Executed: YES  NO

Certified Payroll (NYS Work Only): YES  NO  N/A

WC: YES  NO  Exp. Date: 10/29/23

GL: YES  NO  Exp. Date: 5/4/24

Excess: YES  NO  Exp. Date: 5/4/24

Auto: YES  NO  Exp. Date: 5/4/24

PL: YES  NO  N/A  Exp. Date: 5/4/24

Checked By: cd Date: 7/14/23

Comments: \_\_\_\_\_

CR 7-15-2023

Description	Qty	U/M	Amount
For Engineering & Planning Services through JUNE 30, 2023			
AIRPORT WATER SERVICE/CERTIFICATE (PROPOSAL A: WATER SERVICE PLAN & PROFILE \$3,500.00 PROPOSAL C: WATER RECORD MAPS \$1500)			
745 ALBANY SHAKER ROAD			
Principal's Time Daniel R. Hershberg P.E., L.S.	1.5		300.00
Principal Designer	3		450.00
Project CAD Designer	3		360.00

Approved for Job Costing

Date

200.00

300.00

150.00

450.00

120.00

360.00

When remitting, please refer to our INVOICE #	2023-0028 14190	Total	\$1,110.00
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**Christine Dietrick**

**From:** Collin Rostohar  
**Sent:** Tuesday, April 4, 2023 12:07 PM  
**To:** Christine Dietrick  
**Subject:** FW: [EXTERNAL]RE: [EXTERNAL]RE: [EXTERNAL]Building 203 Albany Airport  
**Attachments:** Bldg203.jpg

VENDOR #	EQUIPMENT# /JOB#
965855	221097
COST CODE	CATEGORY
01701	OD
AMOUNT	CHECKED BY/DATE
145.00	CD 4/5/23
DocuSigned by: APR 23 ALCO Collin Rostohar Apr-05-2023	
APPROVED FOR JOB COSTING/DATE	
DocuSigned by: Apr-05-2023	
D5DF74A853574C0...	

Can I have a check cut per item **number 9 below** please.

**From:** Seaver, Daniel <seaverd@colonie.org>  
**Sent:** Monday, March 20, 2023 11:37 AM  
**To:** Collin Rostohar <crostohar@bblinc.com>  
**Cc:** Frazer, John <frazerj@colonie.org>; Robert Curto <rcurto@bblinc.com>  
**Subject:** [EXTERNAL]RE: [EXTERNAL]RE: [EXTERNAL]Building 203 Albany Airport

Collin,

Latham Water District has reviewed the revised plans for Building 203 at the Albany Airport and we offer the following comments:

1. Previously the plans had a note indicating that the existing water service is to be abandoned at the main by the Latham Water District. This note needs to be placed back on the plans.
2. The footprint of the existing building does not match what is shown on the site plan and Latham Water District has concerns that the water line can be constructed as shown. Please have Hershberg show the correct building footprint and confirm constructability. See attached screenshot for reference when comparing to the site plan drawing.
3. FP1 – A note must be added to the Riser Detail that reads as follows: “All materials before the water meter and backflow preventers must be copper ductile iron or brass.”
4. FP1- The model number of the Wilkins 6” DCVA must be called out on the Riser Detail.
5. FP1- The dimensions of the 6” Flange Tee must be called out on the Riser Detail or the keyed notes must be provided if this is where the dimensions are located i.e. what is keyed note 12 – not on current version of plan submitted to LWD.
6. FP1 – Riser Detail says to see plumbing drawings for continuation of the domestic water, however no plumbing drawings that show this continuation have been provided. The plumbing plans provided show a simple, 1” point of connection to the existing water line. Please note Latham Water District only allows one service to a building, so a new water meter and backflow preventer will be required at the new sprinkler riser and the plumber will be responsible for reconnecting all domestic water within this building to the new domestic water source. Once this has occurred, then Latham Water will abandon the old 1” water service as referenced in comment 1 above.
7. DOH-347 has not been submitted yet for review.
8. Backflow engineer’s report has not been submitted yet for review.
9. Albany County Dept of Health Check in the amount of \$145.00 has not yet been submitted.
10. Repeating my comment from an earlier email as it outlines the process to get our final permit:

Final Division of Latham Water approval will be granted with the issuance of a water service permit, pending submittal and approval of a water service application and a complete Albany County Department of Health Backflow Prevention Package. The design professional must submit one (1) copy of the following for our review: Latham Water District Water Service Permit Application, a current site plan, **floor plan, plumbing plan, fire protection plan, water meter detail, backflow preventer detail, engineer’s report for the backflow**

LATHAM WATER DISTRICT  
347 OLD NISKAYUNA RD  
LATHAM, NY 12110-2213  
(518)783-2750



Invoice Date 6/6/2023  
Invoice No. MISC00000150263  
Account No. 800100

BBL CONSTRUCTION SERVICES, LLC  
302 WASHINGTON AVE E.  
ALBANY NY 12203

564115	221097
VENDOR# 01-701	EQUIPMENT# /JOB# Permits
COST CODE 663.90	CATEGORY cd 6/16/23
AMOUNT	CHECKED BY/DATE
COMMITMENTS: no po - need cost code	
CR	Jun-19-2023
APPROVED FOR JOB COSTING/DATE	

Description: OVERTIME

Overtime for work done  
TIE-IN @ 737 ALB SHAKER RD  
BUILD #203 (AIRPORT)  
6/1/23-6/2/23



**Total Due:** \$663.90

PLEASE RETURN THIS PORTION WITH PAYMENT

Invoice No. MISC00000150263  
Account No. 800100

MAKE CHECKS PAYABLE TO  
LATHAM WATER DISTRICT  
PHONE 518-783-2750

Bring or Mail Payment To:  
C. Michele Zilgme, Receiver of Taxes  
Memorial Town Hall  
534 New Loudon Rd.  
Latham, NY 12110

Due Date	Total Due
7/6/2023	\$663.90

TO AVOID FINANCE CHARGE OF 1 1/2% PER MONTH PLEASE PAY FROM THIS INVOICE WITHIN 30 DAYS

Handwritten initials 'JF' and a date '6.16.23' in blue ink.



## Nick Campana

---

**From:** Collin Rostohar  
**Sent:** Thursday, June 15, 2023 3:13 PM  
**To:** Joe Miskewicz  
**Cc:** Andrew Tymeson; Nick Campana  
**Subject:** RE: [EXTERNAL]RE: [EXTERNAL]Hangar 743 - 23037 PAY APP 1

Nick,

Please issue change order for the additional paving per below.

Collin

---

**From:** Joe Miskewicz <jmisk@luizzibros.com>  
**Sent:** Thursday, June 15, 2023 3:10 PM  
**To:** Collin Rostohar <crostohar@bblinc.com>  
**Cc:** Andrew Tymeson <atymeson@luizzibros.com>  
**Subject:** [EXTERNAL]RE: [EXTERNAL]Hangar 743 - 23037 PAY APP 1

Collin,

Additional paving was \$4,000.00. What do you need from me to process CO?

Thank you,  
 Joe J. Miskewicz Jr.  
*Project Manager/Estimator*  
**Peter Luizzi & Bros. Contracting Inc.**  
[jmisk@luizzibros.com](mailto:jmisk@luizzibros.com)  
 Cell: (518) 641-8341  
 Office: (518) 482-8954  
 Fax: (518) 482-4847

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



Please consider the environment before printing this e-mail

---

**From:** Collin Rostohar <[crostohar@bblinc.com](mailto:crostohar@bblinc.com)>  
**Sent:** Tuesday, June 13, 2023 4:45 PM  
**To:** Joe Miskewicz <[jmisk@luizzibros.com](mailto:jmisk@luizzibros.com)>  
**Cc:** Andrew Tymeson <[atymeson@luizzibros.com](mailto:atymeson@luizzibros.com)>  
**Subject:** RE: [EXTERNAL]Hangar 743 - 23037 PAY APP 1

Approved, please include BBL req form as well. Send to [invoices@bblinc.com](mailto:invoices@bblinc.com) and cc me please

---

**From:** Joe Miskewicz <[jmisk@luizzibros.com](mailto:jmisk@luizzibros.com)>  
**Sent:** Tuesday, June 13, 2023 2:51 PM  
**To:** Collin Rostohar <[crostohar@bblinc.com](mailto:crostohar@bblinc.com)>  
**Cc:** Andrew Tymeson <[atymeson@luizzibros.com](mailto:atymeson@luizzibros.com)>  
**Subject:** [EXTERNAL]Hangar 743 - 23037 PAY APP 1





**NEW YORK STATE DEPARTMENT OF TRANSPORTATION OR OTHER CLIENT  
DAILY RECORD OF WORK PERFORMED, NOT INCLUDED IN CONTRACT OR WORK DELAYED**

Contract No.		Contractor		Item No. and Description		Date							
LVS22E		BROS		# 23-037 THE HANGAR		8/12/23							
LABOR				MATERIALS				EQUIPMENT					
ID No	Name	Labor Classification	Hours			Material Description	Unit of Measure	Qty	Contractor Stock	ID No	Equipment Description	Hours	
			Total	Regular	O.T.							In Use	Standby
1	TONY CRENS	FOREMAN	8		8	CRUSHER RUN	TON	20	<input type="checkbox"/>		LINA BELT 80 EXC.	8	
2	JONAS STALSON	OPERATOR	8		8	WARRANTY INVOICE			<input type="checkbox"/>		BROCAF T LGO SKED	8	
3	JORDAN WARDLE	LABORER	8		8				<input type="checkbox"/>		TAFEXLE w/ DRIVER	8	
4									<input type="checkbox"/>		2500 p/u w/ TOOLS	8	
5									<input type="checkbox"/>		2500 p/u w/ TOOLS	8	
6									<input type="checkbox"/>				
7									<input type="checkbox"/>				
8									<input type="checkbox"/>				
9									<input type="checkbox"/>				
10									<input type="checkbox"/>				
11									<input type="checkbox"/>				
12									<input type="checkbox"/>				
13									<input type="checkbox"/>				
14									<input type="checkbox"/>				
15									<input type="checkbox"/>				
16									<input type="checkbox"/>				
17									<input type="checkbox"/>				
18									<input type="checkbox"/>				

**STATEMENT OF WORK ACCOMPLISHED:** EXCAVATE OUTSIDE BUILDING TO FIND SEWER BACK UP. CUT OPEN SEWER AND WAS HAD A BEER WIDENED INSIDE. ALSO THE INSIDE TRAP WAS FULL OF STENGE.

**CERTIFICATION:** I certify to the best of my knowledge and belief, that the equipment used on this work was of the proper size, that material taken from stock as shown above is charged at fair market value, and that the account herein shown is an accurate statement of the labor, materials and equipment used on this day.

Tony Crens  
 Printed Name \_\_\_\_\_ Signature and Date 8/15/23  
 Contractor

\_\_\_\_\_  
 Printed Name \_\_\_\_\_ Signature and Date \_\_\_\_\_  
 NYS Department of Transportation OR OTHER CLIENT



From - ALBANY WINWATER WORKS  
 27 CANAL RD  
 MENANDS, NY 12204-2744

To Reorder Dial: 518-438-9717  
 Fax: 518-438-9713

Sold To - PETER LUIZZI & BRO CONTRACTING  
 857 1ST ST  
 WATERVLIET, NY 12189-3536  
 518-482-8954

Ship To - PETER LUIZZI & BRO CONTRACTING  
 857 1ST ST  
 WATERVLIET, NY 12189-3536

\*\*\*\*\*  
 PACKING LIST  
 \*\*\*\*\*  
 JDROSS

Date - 8/11/23  
 Page - 1  
 Time - 11.45.13  
 Customer No. - 001306  
 Order No. - 060245-01

FILLED BY: \_\_\_\_\_ CHECKED BY: \_\_\_\_\_

Date Shipped - 8/11/23 Date Ordered - 8/11/23 Date Requested - 8/11/23 Date Printed - 8/11/23  
 Filled By - Ordered By - MATT Cust. Order # - HANGER  
 Ship Via - Salesman # - 010 Job Name - HANGER  
 Freight - .00 Taken By - JDROSS

Original Order	In Shipped	On B/O	Hold	UM	Description/Stock Number	Line No.	Bin Location	Extended Fr Weight	No. of Packages
28	28				FT 4X14 PVC SDR35 GASKET PIPE 060311051	1.0	L2B1	30.432	_____
28	28				FT 6X14 PVC SDR35 GASKET PIPE 060311071	2.0	L2B2	68.646	_____
1	1				EA 4" SDR35 GJ WYE 063801250	3.0	14B3D	1.800	_____
1	1				EA 4" SDR35 SPGXGJ 1/8 BEND STREET 45 063802150	4.0	14B2E	.760	_____
1	1				EA 4" STYRENE HXFIP ADAPTER 063826150	5.0	22A2G	.600	_____
1	1				EA 4" PVC DWV CLEANOUT PLUG THREADED PLUG 060405650	6.0	22A2D	.230	_____
1	1				EA 6" SDR35 GJ WYE 063801255	7.0	14B4D	4.660	_____
1	1				EA 6" SDR35 SPGXGJ 1/8 BEND STREET 45 063802155	8.0	14B3A	2.450	_____
1	1				EA 6" STYRENE HXFIP ADAPTER 063826155	9.0	22A2H	1.310	_____
1	1				EA 6" PVC DWV CLEANOUT PLUG ONLY THREADED PLUG 060405660	10.0	22A2E	.780	_____
1	1				EA 18111 LD RING/COVER SEWER (SMALL) 077518111S	11.0	MJ1A1B		_____
2	2				EA 1056-44 4" CI/PL-CI/PL 0171105644	12.0	12B4E 12B5E	2.000	_____

Customer Signature: \_\_\_\_\_

\*\* MATERIAL RECEIVED IN GOOD CONDITION \*\*

\$ 901.28



From - ALBANY WINWATER WORKS  
 27 CANAL RD  
 MENANDS, NY 12204-2744

To Reorder Data: 518-438-9717  
 Fax: 518-438-9713

Ship To - PETER LUIZZI & BRO CONTRACTING  
 857 1ST ST  
 WATERVLIET, NY 12189-3536  
 518-482-8954

Ship To - PETER LUIZZI & BRO CONTRACTING  
 857 1ST ST  
 WATERVLIET, NY 12189-3536

\*\*\*\*\*  
 PACKING LIST  
 \*\*\*\*\*  
 JDROSS

Date - 8/11/23  
 Page - 2  
 Time - 11.45.13  
 Customer No. - 001306  
 Order No. - 060245-01

FILLED BY: \_\_\_\_\_ CHECKED BY: \_\_\_\_\_

Date Shipped - 8/11/23 Date Ordered - 8/11/23 Date Requested - 8/11/23 Date Printed - 8/11/23  
 Filled By - Ordered By - MATT Cust. Order # - HANGER  
 Ship Via - Salesman # - 010 Job Name - HANGER  
 Freight - .00 Taken By - JDROSS

Original Order	Shipped	In On B/O	Hold UM	Description/Stock Number	Line No.	Bin Location	Extended Weight	No. of Packages
2	2			EA 1056-66 6" CI/PL-CI/PL	13.0	12B4I 12B5C	4.000	
				0171105666 EA 4" SDR35 GJ 1/8 BEND 45 DEGREE	14.0	14B2D	1.700	
				063802050 EA 6" SDR35 GJ 1/8 BEND 45 DEGREE	15.0	14B3B	5.340	
				063802055				
Total Weight-->							124.708	

END OF PACKING LIST

T&C: You agree that the sale of these products/services is subject to all of our standard terms and conditions of sale located at [www.winsupplyinc.com/tcsale](http://www.winsupplyinc.com/tcsale)

Customer Signature: \_\_\_\_\_

\*\* MATERIAL RECEIVED IN GOOD CONDITION \*\*



**BID FORM FOR:**  
**“Miscellaneous Metals”**

**Hangar at 743**  
**743 Albany Shaker Rd.**  
**Latham, NY 12110**  
**BBL Project #221097**  
**RFQ #221097-05520**  
**Dated: 3/14/2023**

The undersigned having familiarized ourselves with the local conditions affecting the cost of the work and the documents as outlined in the Request for Quotation, hereby proposes to furnish all labor, material, equipment and service required to perform the scope of work outlined in the aforementioned Request for Quotation, all in accordance therewith for the following sum:  
Four Thousand Two Hundred \_\_\_\_\_ **Dollars**

**CONTRACT BREAKDOWN:** (provide the breakdown for each item listed below)

	Value	Duration
1. Roof Ladder	\$ <u>4,200.00</u>	<u>1 week</u>

**BID TOTAL \$ 4,200.00**

Date: 03/15/2023

Name of Bidder: TROY IRONWORKS INC

By: Kathleen Abrey

Title: Project Manager/Estimator

Initial KA Date 03/15/2023



# TITAN ROOFING, INC.

200 Tapley St., Springfield, MA 01104

Main office phone (413) 536-1624  
 Main office fax (413) 533-2560  
 Estimating fax (413) 533-1186

MINORITY BUSINESS ENTERPRISE  
 Commonwealth of Massachusetts  
 State of New York

## Revised PROPOSAL

JOB – Roof Hatch for Bldg 203 Albany County Airport

To Collin Rostohar – BBL

ESTIMATOR – **Albany Office** : Gary J Mihal

BID DATE: 3/3/23 Revised 3/7/23

TAXABLE:            YES            NO

**BID AMOUNT: \$6,050.00**

SCOPE OF WORK: Provide and install Roof Hatch on the EPDM Roof Area of Building 203

- Set up 40' ladder to access roof.
- Bring up Safety Equipment with Lull and install it.
- Send up remainder of materials.
- At location marked by others, cut out roofing down to deck.
- Install wood blocking to a height even with existing roof insulation height.
- Install hatch and flash into existing EPDM Roof in a watertight manner.
- Clean up debris generated by our work, remove it to the ground with the Lull, and dispose of it properly.
- Provide 1 yr contractor's warranty on our work.

EXCLUSIONS: Bonds, Permits, Overtime, Shift work, cutting of the deck, Snow Removal, any work not specifically included.

Proposal is only good for 15 days.

165 Harding Street  
 Worcester, MA 01604  
 Phone 508-755-0487  
 Fax 508-756-8609

115 Old Colony Avenue  
 Quincy, MA 02170  
 Phone 617-773-7660  
 Fax 617-773-7727

32 Railroad Avenue  
 Albany, NY 12205  
 Phone 518-235-1707  
 Fax 518-235-1753



**TITAN ROOFING, INC.**  
 200 Tapley Street  
 Springfield, MA 01104  
 Phone: (413) 536-1624  
 Fax: (413) 533-2560

**TIME AND MATERIAL BILLING LABOR RATES**

Date: **2/1/2023**

Next Raise: **7/1/2023**

Job Name: **ALBANY INTERNATIONAL AIRPORT**

Customer Name: **BBL CONSTRUCTION SERVICES, LLC**

TRI Job # **2023**

Union Local: **241**

Job Classification: **ROOFER**

Period Covered: **7/1/2022** TO **6/30/2023**

DESCRIPTION	PERCENT	FOREMAN			MECHANIC		
		REGULAR TIME	PREMIUM TIME	DOUBLE TIME	REGULAR TIME	PREMIUM TIME	DOUBLE TIME
Base Time		37.05	55.58	74.10	33.55	50.33	67.10
New York Paid Sick Leave Law	3.33%	1.24	1.24	1.24	1.12	1.12	1.12
<b>Base Rate Subtotal</b>		<b>\$ 38.29</b>	<b>\$ 56.81</b>	<b>\$ 75.34</b>	<b>\$ 34.67</b>	<b>\$ 51.44</b>	<b>\$ 68.22</b>
Social Security / Medicare (FICA)	7.65%	2.93	4.35	5.76	2.65	3.94	5.22
Federal Unemployment (FUTA)	0.60%	0.23	0.34	0.45	0.21	0.31	0.41
State Unemployment (SUTA) - NY	9.90%	3.79	5.62	7.46	3.43	5.09	6.75
Paid Family Leave - NY	0.153%	0.06	0.09	0.12	0.05	0.08	0.10
<b>Payroll Taxes Subtotal</b>		<b>\$ 7.01</b>	<b>\$ 10.40</b>	<b>\$ 13.79</b>	<b>\$ 6.35</b>	<b>\$ 9.42</b>	<b>\$ 12.49</b>
Apprentice Fund		0.64	0.64	0.64	0.64	0.64	0.64
C.I.A.P. (ECA)		0.33	0.33	0.33	0.33	0.33	0.33
Insurance Fund		11.47	11.47	11.47	11.47	11.47	11.47
Labor Management		0.55	0.55	0.55	0.55	0.55	0.55
N.R.I.P.P. (pension)		0.81	0.81	0.81	0.81	0.81	0.81
Pension Fund		9.10	9.10	9.10	9.10	9.10	9.10
		-	-	-	-	-	-
		-	-	-	-	-	-
<b>Fringe Benefits Subtotal</b>		<b>\$ 22.90</b>	<b>\$ 22.90</b>	<b>\$ 22.90</b>	<b>\$ 22.90</b>	<b>\$ 22.90</b>	<b>\$ 22.90</b>
Workers Comp. Roofer - NY	10.06%	3.85	3.85	3.85	3.49	3.49	3.49
General Liability Insurance	3.16%	1.21	1.21	1.21	1.10	1.10	1.10
Truck Charge		15.00	15.00	15.00	15.00	15.00	15.00
<b>Insurance &amp; Other Subtotal</b>		<b>\$ 20.06</b>	<b>\$ 20.06</b>	<b>\$ 20.06</b>	<b>\$ 19.58</b>	<b>\$ 19.58</b>	<b>\$ 19.58</b>
<b>Before OH&amp;P Subtotal</b>		<b>\$ 88.25</b>	<b>\$ 110.17</b>	<b>\$ 132.08</b>	<b>\$ 83.50</b>	<b>\$ 103.34</b>	<b>\$ 123.19</b>
Overhead		8.83	11.02	13.21	8.35	12.52	12.32
<b>Subtotal</b>		<b>97.08</b>	<b>121.19</b>	<b>145.29</b>	<b>91.85</b>	<b>113.67</b>	<b>135.51</b>
Profit		4.85	6.06	7.26	4.59	5.68	6.78
<b>T&amp;M Billing Rate Total</b>		<b>\$ 101.93</b>	<b>\$ 127.25</b>	<b>\$ 152.55</b>	<b>\$ 96.44</b>	<b>\$ 119.35</b>	<b>\$ 142.29</b>

**PAID HOLIDAYS:** New Years Day, Memorial Day, Forth of July, Labor Day, Thanksgiving Day, Christmas Day, President's Day, Patriot's Day, Columbus Day, Veterans Day, Sundays.

**NOTE:** These rates are not all inclusive. They do not include the allowable Bond Charge, Fuel Surcharge, Travel allowance per diem per union contract. These items will be added at the time of the invoice.



CO #9



L & W SUPPLY  
36A GREEN MOUNTAIN DRIVE  
COHOES ,NY 12047  
Tel: 518-220-9428 Fax: 518-220-9387

HANGAR AT 743 - EXPEDITED WOOD DOORS  
Control No.0172  
D3205  
Submitted By:

### Bid Proposal

Filtered By Area(s): ADD

**Job Name:** HANGAR AT 743 - EXPEDITED WOOD DOORS

2/8/2023

**Contractor:** BBL CONSTRUCTION SERVICES

**Job Location:** 745 ALBANY SHAKER RD  
LATHAM NY 12110

**Attn:**  
**Phone #:** 518-452-8200

**Addendums Noted:**  
**Plans Dated:** January 04, 2023

**Fax:**  
**Sales Tax %:** 0.000  
**FOB:** NO

**Bid Ref #:** JL097

Bid Item	Bid Price
ADD-HARDWARE Hardware for door 19 and Janitor door  (3) Hinges Pasaage cylindrical lever lock Door closer	\$ 420.00
ADD-HM FRAMES Hm frame for door 19 and janitor door	\$ 410.00
ADD-WOOD DOORS (1) Mineral core rotary and (1) particle core white birch doors w/ standard stain color selection Doors are flush and do not contain glass  Lead time is 6-8 weeks	\$ 2,078.00
<del>Total: \$ 2,908.00</del>	

#### QUALIFICATIONS

~~Price excludes ALL taxes. All applicable taxes will be assessed and charged at time of transfer of material.~~

All purchases are made pursuant to L&W Supply Corporation's standard purchase terms and conditions of sale which are found at LWCredit-Customer-Account\_App\_3771 (lwsupply.com). L&W Supply Corporation objects to all other terms, makes no product warranties, and provides no indemnity without underlying culpability.

~~ALL PRICES ARE VALID 30 DAYS UNLESS NOTED OTHERWISE~~

**Price Valid For Life Of Contract**

Price excludes borrowedlights.

Price excludes all aluminum frames and/or entrances and related hardware.

Price excludes all labor and installation.

#### Accounting Summary:

Sub Total:	\$	2,908.0
ADD Tax @ 8%:	\$	232.6
<b>Total:</b>	<b>\$</b>	<b>3,140.6</b>
<b>Round Up For CO:</b>	<b>\$</b>	<b>3,141.0</b>

**Nick Campana**

---

**From:** Nick Campana  
**Sent:** Tuesday, April 11, 2023 12:28 PM  
**To:** Nick Campana  
**Subject:** FW: [EXTERNAL]RE: [EXTERNAL]RE: [EXTERNAL]RE: [EXTERNAL]RE: [EXTERNAL]RE: [EXTERNAL]RE: Airport office space

**From:** Jacob Ladd <[Jacob.Ladd@LWSupply.com](mailto:Jacob.Ladd@LWSupply.com)>  
**Sent:** Tuesday, April 11, 2023 9:21 AM  
**To:** Collin Rostohar <[crostohar@bblinc.com](mailto:crostohar@bblinc.com)>  
**Cc:** Patrick Bowden <[pbowden@bblinc.com](mailto:pbowden@bblinc.com)>  
**Subject:** [EXTERNAL]RE: [EXTERNAL]RE: [EXTERNAL]RE: [EXTERNAL]RE: [EXTERNAL]RE: [EXTERNAL]RE: Airport office space

Collin, for the additional door L&W Proposes to furnish only:

- (1) 2/0x7/0 HM Door
- (1) 2/0x7/0 HM frame
- (1) Yale AU-4605LN Storeroom Lock
- (3) McKinney BB Hinges

Price: \$906 **Accepted**

Lead time 5-7 business days.

Thanks!

Jacob Ladd  
 LW Supply  
 Commercial Door Estimating and Project Management  
 36A Green mountain Drive  
 Cohoes, NY 12047  
 518-220-9428

---

**From:** Collin Rostohar <[crostohar@bblinc.com](mailto:crostohar@bblinc.com)>  
**Sent:** Tuesday, April 11, 2023 8:29 AM  
**To:** Jacob Ladd <[Jacob.Ladd@LWSupply.com](mailto:Jacob.Ladd@LWSupply.com)>  
**Cc:** Patrick Bowden <[pbowden@bblinc.com](mailto:pbowden@bblinc.com)>  
**Subject:** Re: [EXTERNAL]RE: [EXTERNAL]RE: [EXTERNAL]RE: [EXTERNAL]RE: [EXTERNAL]RE: Airport office space

Yes 14th is fine and yea guys will be here. No we don't have a lift

Get [Outlook for iOS](#)

---

**From:** Jacob Ladd <[Jacob.Ladd@LWSupply.com](mailto:Jacob.Ladd@LWSupply.com)>  
**Sent:** Tuesday, April 11, 2023 7:19:03 AM  
**To:** Collin Rostohar <[crostohar@bblinc.com](mailto:crostohar@bblinc.com)>  
**Cc:** Patrick Bowden <[pbowden@bblinc.com](mailto:pbowden@bblinc.com)>  
**Subject:** [EXTERNAL]RE: [EXTERNAL]RE: [EXTERNAL]RE: [EXTERNAL]RE: [EXTERNAL]RE: Airport office space

















Top Line Ltd. Inc DBA AJ Signs  
 842 Saratoga Rd.  
 Burnt Hills, NY 12027 US  
 (518)399-9291

**ADDRESS**

BBL Construction Company  
 302 Washington Ave ext  
 Albany, NY 12203

Estimate 43353

DATE 06/22/2023

**SALES REP**

CC

ACTIVITY	QTY	COST	TOTAL
<b>ADA Plaques</b> EXIT- Approx. 4" x 6" single sided 1/8" thick thermoformed acrylic with VHB tape on the back for installation on a smooth, interior, painted wall.	2	33.60	67.20T
<b>Vinyl Sign</b> TRUSS ID- Reflective decal	3	14.00	42.00T
<b>Vinyl Sign</b> TRUSS ID- Reflective decal on aluminum	2	38.00	76.00T
This price reflects a cash discount price There will be a 3.5% convenience fee for all bills paid with a credit/debit card.			SUBTOTAL 185.20
			TAX (0.07) 12.96
			<b>TOTAL \$198.16</b>

Accepted By

Accepted Date

All Quotes good for 10 Days. Electric to be brought to sign location by others. Estimate pending technical site survey where applicable. Assumes normal digging conditions. AJ Signs must have full access to site with their equipment unless specified otherwise. All overdue accounts will be subject to finance charges in the amount of 1.5% per month.

**Nick Campana**

---

**From:** Collin Rostohar  
**Sent:** Tuesday, February 7, 2023 4:14 PM  
**To:** Nick Campana  
**Subject:** FW: [EXTERNAL]FW: [EXTERNAL]RE: Airport Office space

Please issue CO. use the email below as backup.

Collin

---

**From:** Travis Young <travis@rbm-guardian.com>  
**Sent:** Monday, February 6, 2023 12:00 PM  
**To:** Collin Rostohar <crostohar@bblinc.com>  
**Subject:** [EXTERNAL]FW: [EXTERNAL]RE: Airport Office space

Collin,

Additional cost associated with NFPA-409 Design excluding foam.

**\$3198.00**

Thanks,  
Travis





PCO #002

Collett Mechanical Inc  
138 Sicker Rd  
Latham, New York 12110  
Phone: (518) 862-2214  
Fax: (518) 862-2217

Project: 23-012 - Airport Coworking Space  
743 Albany Shaker Rd  
Colonie, New York 12110

## Prime Contract Potential Change Order #002: Furnish and Install New Water Service

<b>TO:</b>	BBL Construction Services, LLC 302 Washington Ave Ext Albany, New York 12203	<b>FROM:</b>	Collett Mechanical Inc 138 Sicker Rd Latham, New York 12110
<b>PCO NUMBER/REVISION:</b>	002 / 0	<b>CONTRACT:</b>	23-012 - AIRPORT COWORKING SPACE
<b>REQUEST RECEIVED FROM:</b>	Collin Rostohar (BBL Construction Services, LLC)	<b>CREATED BY:</b>	Christopher Sand (Collett Mechanical Inc)
<b>STATUS:</b>	Pending - In Review	<b>CREATED DATE:</b>	4/24/2023
<b>REFERENCE:</b>		<b>PRIME CONTRACT CHANGE ORDER:</b>	None
<b>FIELD CHANGE:</b>	No		
<b>SCHEDULE IMPACT:</b>		<b>PAID IN FULL:</b>	No
<b>EXECUTED:</b>	No	<b>SIGNED CHANGE ORDER RECEIVED DATE:</b>	
		<b>TOTAL AMOUNT:</b>	\$19,072.04

**POTENTIAL CHANGE ORDER TITLE:** Furnish and Install New Water Service

**CHANGE REASON:** Client Request

**POTENTIAL CHANGE ORDER DESCRIPTION:** *(The Contract Is Changed As Follows)*

CE #004 - Furnish and Install New Water Service

Furnish and install all necessary material and labor to install a new 1-1/2" domestic water service and connect to 1" line in new office space per P102 issued on 3/27/23. Pricing excludes all sawcutting, concrete work, patching of walls and floors, lifts (we will use owner's 32' scissor lift already onsite as discussed on 4/20 site visit), seismic and painting.

**ATTACHMENTS:**

#	Description	Unit Qty	Unit Cost	Amount
1	Foreman - Labor to Install Water Service and Domestic Water Piping	32.0	\$125.00	\$4,000.00
2	Journeyman - Labor to Install Water Service and Domestic Water Piping	32.0	\$114.00	\$3,648.00
3	1-1/2 Water Meter, RPZ, PRV and Piping / Fittings	1.0	\$8,163.85	\$8,163.85
4	Insulation to New Domestic Water Piping	1.0	\$1,345.50	\$1,345.50
<b>Subtotal:</b>				<b>\$17,157.35</b>
Overhead (10.00% Applies to Materials.):				\$816.39
Profit (5.00% Applies to Materials.):				\$408.19
Subs (2.75% Applies to Subs.):				\$37.00
Sales Tax (8.00% Applies to Materials.):				\$653.11
<b>Grand Total:</b>				<del>\$19,072.04</del>

**\$19,072.00**





PCO #003

Collett Mechanical Inc  
138 Sicker Rd  
Latham, New York 12110  
Phone: (518) 862-2214  
Fax: (518) 862-2217

Project: 23-012 - Airport Coworking Space  
743 Albany Shaker Rd  
Colonie, New York 12110

## Prime Contract Potential Change Order #003: Replace Existing Water Heater

<b>TO:</b>	BBL Construction Services, LLC 302 Washington Ave Ext Albany, New York 12203	<b>FROM:</b>	Collett Mechanical Inc 138 Sicker Rd Latham, New York 12110
<b>PCO NUMBER/REVISION:</b>	003 / 0	<b>CONTRACT:</b>	23-012 - AIRPORT COWORKING SPACE
<b>REQUEST RECEIVED FROM:</b>	Collin Rostohar (BBL Construction Services, LLC)	<b>CREATED BY:</b>	Christopher Sand (Collett Mechanical Inc)
<b>STATUS:</b>	Pending - In Review	<b>CREATED DATE:</b>	6/14/2023
<b>REFERENCE:</b>		<b>PRIME CONTRACT CHANGE ORDER:</b>	None
<b>FIELD CHANGE:</b>	No		
<b>SCHEDULE IMPACT:</b>		<b>PAID IN FULL:</b>	No
<b>EXECUTED:</b>	No	<b>SIGNED CHANGE ORDER RECEIVED DATE:</b>	
		<b>TOTAL AMOUNT:</b>	<del>\$3,638.17</del>

**POTENTIAL CHANGE ORDER TITLE:** Replace Existing Water Heater

**CHANGE REASON:** Client Request

**POTENTIAL CHANGE ORDER DESCRIPTION:** *(The Contract Is Changed As Follows)*

CE #006 - Replace Existing Water Heater

Price is to furnish and install a new Navien water heater to replace the existing one that is damaged beyond repair.

**ATTACHMENTS:**

#	Description	Unit Qty	Unit Cost	Amount
1	Foreman - Labor to Install New Water Heater	8.0	\$125.00	\$1,000.00
2	Navien Tankless Water Heater	1.0	\$1,769.85	\$1,769.85
3	Misc. Fittings to Hook Up Flue , Gas and Water	1.0	\$375.00	\$375.00
<b>Subtotal:</b>				<b>\$3,144.85</b>
Overhead (10.00% Applies to Materials.):				\$214.49
Profit (5.00% Applies to Materials.):				\$107.24
Sales Tax (8.00% Applies to Materials.):				\$171.59
<b>Grand Total:</b>				<del>\$3,638.17</del>

**\$3,638.00**

**BBL Construction Services, LLC**  
302 Washington Ave Ext  
Albany, New York 12203

**Collett Mechanical Inc**  
138 Sicker Rd  
Latham, New York 12110

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_ SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_ SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_



CO #19  
PCO #004

CO #19 Accounting Summary:  
7/24 Invoice: \$ 596.00  
8/2 Invoice: \$ 541.00  
J. Ellrott: \$ 756.00  
**Total: \$ 1,893.00**

Collett Mechanical Inc  
138 Sicker Rd  
Latham, New York 12110  
Phone: (518) 862-2214  
Fax: (518) 862-2217

Project: 23-012 - Airport Coworking Space  
743 Albany Shaker Rd  
Colonie, New York 12110

## Prime Contract Potential Change Order #004: Camera and Jet Sanitary Lines

<b>TO:</b>	BBL Construction Services, LLC 302 Washington Ave Ext Albany, New York 12203	<b>FROM:</b>	Collett Mechanical Inc 138 Sicker Rd Latham, New York 12110
<b>PCO NUMBER/REVISION:</b>	004 / 0	<b>CONTRACT:</b>	23-012 - AIRPORT COWORKING SPACE
<b>REQUEST RECEIVED FROM:</b>	Collin Rostohar (BBL Construction Services, LLC)	<b>CREATED BY:</b>	Christopher Sand (Collett Mechanical Inc)
<b>STATUS:</b>	Pending - In Review	<b>CREATED DATE:</b>	7/24/2023
<b>REFERENCE:</b>		<b>PRIME CONTRACT CHANGE ORDER:</b>	None
<b>FIELD CHANGE:</b>	No	<b>PAID IN FULL:</b>	No
<b>SCHEDULE IMPACT:</b>		<b>SIGNED CHANGE ORDER RECEIVED DATE:</b>	
<b>EXECUTED:</b>	No	<b>TOTAL AMOUNT:</b>	<del>\$596.23</del>

POTENTIAL CHANGE ORDER TITLE: Camera and Jet Sanitary Lines

CHANGE REASON: Client Request

POTENTIAL CHANGE ORDER DESCRIPTION: *(The Contract Is Changed As Follows)*

CE #009 - Camera and Jet Sanitary Lines

Price is to camera and jet new and existing sanitary lines at Warbird Facility. Video Link attached in email as well as invoice from J. Ellrott.

Results were new sanitary lines installed by CMI were found to be in proper working condition and no blockages present. Existing sanitary line outside of building was found to have a hard blockage that was not able to be broken up at 2.8 ft outside the building underneath the new sidewalk.

ATTACHMENTS:

[723-33 CM Warbird Factory CCTV.pdf](#)

#	Description	Unit Qty	Unit Cost	Amount
1	Collett - Supervision	2.0	\$125.00	\$250.00
2	J. Ellrott - Camera and Jet Sanitary Lines	1.0	\$336.96	\$336.96
			<b>Subtotal:</b>	<b>\$586.96</b>
			Subs (2.75% Applies to Subs.):	\$9.27
			<b>Grand Total:</b>	<del>\$596.23</del>

**\$596.00**

BBL Construction Services, LLC  
302 Washington Ave Ext  
Albany, New York 12203

Collett Mechanical Inc  
138 Sicker Rd  
Latham, New York 12110

SIGNATURE

DATE

SIGNATURE

DATE

SIGNATURE

DATE





Collett Mechanical Inc  
 138 Sicker Rd  
 Latham, New York 12110  
 Phone: (518) 862-2214  
 Fax: (518) 862-2217

Project: 23-012 - Airport Coworking Space  
 743 Albany Shaker Rd  
 Colonie, New York 12110

## Prime Contract Potential Change Order #005: Camera Sanitary Line from Manhole into Building

<b>TO:</b>	BBL Construction Services, LLC 302 Washington Ave Ext Albany, New York 12203	<b>FROM:</b>	Collett Mechanical Inc 138 Sicker Rd Latham, New York 12110
<b>PCO NUMBER/REVISION:</b>	005 / 0	<b>CONTRACT:</b>	23-012 - AIRPORT COWORKING SPACE
<b>REQUEST RECEIVED FROM:</b>	Collin Rostohar (BBL Construction Services, LLC)	<b>CREATED BY:</b>	Christopher Sand (Collett Mechanical Inc)
<b>STATUS:</b>	Pending - In Review	<b>CREATED DATE:</b>	8/2/2023
<b>REFERENCE:</b>		<b>PRIME CONTRACT CHANGE ORDER:</b>	None
<b>FIELD CHANGE:</b>	No	<b>PAID IN FULL:</b>	No
<b>SCHEDULE IMPACT:</b>		<b>SIGNED CHANGE ORDER RECEIVED DATE:</b>	
<b>EXECUTED:</b>	No	<b>TOTAL AMOUNT:</b>	<del>\$541.14</del> <b>\$541.00</b>

**POTENTIAL CHANGE ORDER TITLE:** Camera Sanitary Line from Manhole into Building

**CHANGE REASON:** Client Request

**POTENTIAL CHANGE ORDER DESCRIPTION:** *(The Contract Is Changed As Follows)*

CE #010 - Camera Sanitary Line from Manhole into Building

Price is to camera the sanitary line from the manhole into the building at the Warbird Facility.

Results were that the line was completely clean and dry and that it is assumed that this line is rarely ever used if at all. Used locator to try and trace out line and its routing. The only items that appear to be connected to this line are two floor drains and a cleanout inside the mechanic area.

**ATTACHMENTS:**

[8.2.23 - 723-56 CM Warbird Factory Hanger 743 CCTV.pdf](#)

#	Description	Unit Qty	Unit Cost	Amount
1	Collett - Supervision	1.0	\$125.00	\$125.00
2	J. Ellrott to Camera Sanitary Line from Manhole	1.0	\$405.00	\$405.00
<b>Subtotal:</b>				<b>\$530.00</b>
Subs (2.75% Applies to Subs.):				\$11.14
<b>Grand Total:</b>				<del>\$541.14</del>

**\$541.00**

**BBL Construction Services, LLC**  
 302 Washington Ave Ext  
 Albany, New York 12203

**Collett Mechanical Inc**  
 138 Sicker Rd  
 Latham, New York 12110

SIGNATURE	DATE	SIGNATURE	DATE
-----------	------	-----------	------



# INVOICE

J. Ellrott Excavating, Inc.  
3987 Albany Street  
Schenectady, NY 12304

BBL Construction  
302 Washington Ave. Ext.  
Albany NY 12203

Date: 8/8/2023  
Invoice: 823-04

Project: WarBird Factory

8/3/2023 Service call for obstructed drain. High pressure jet and CCTV the drain line. See video for findings.

Total Labor:	\$ 700.00
Tax 8%	\$ 56.00
<b>Total:</b>	<b>\$ 756.00</b>

\* A four percent charge is applied for credit card payments.  
\*\* Payment due within thirty days of dated invoice. Interest at 2.5% of the total bill will be applied thereafter.





**Nick Campana**

---

**From:** Greg Fillipone <GregF@cagrouphvac.com>  
**Sent:** Thursday, June 15, 2023 11:41 AM  
**To:** Collin Rostohar; Nick Campana  
**Cc:** Tom Quaresimo; Support CA Group HVAC  
**Subject:** [EXTERNAL]FW: 743 Hanger RTU Repair

Collin / Nick

We have a estimate of \$ 2,800 with parts, refrigerant, labor and tax for that refrigerant leak.

Unfortunately it is old R-22 refrigerant which is still available to buy, but obsolete and really expensive which is driving the cost here

If that is something you want us to go ahead and schedule the repair, please let us know

Thanks

Greg Fillipone  
CA Group - Operations Manager  
Cell# 518-630-7176 Office # 518-218-7095

-----Original Message-----

**From:** Tom Quaresimo <Tomq@cagrouphvac.com>  
**Sent:** Thursday, June 15, 2023 9:59 AM  
**To:** Greg Fillipone <GregF@cagrouphvac.com>; Amber Farrell <amberf@cagrouphvac.com>; Josh Horton <joshh@cagrouphvac.com>  
**Subject:** Re: 743 Hanger RTU Repair

Greg,

Figure \$2,800 for the repair, it's an older unit with R-22. Not sure of the compressor condition because we can't run it with no gas in it. If they want to do it I can probably get it in the schedule for next week.

Thanx

Tom Quaresimo  
Competitive Advantage Group  
518-218-7095  
518-528-2761

---

**From:** Greg Fillipone <GregF@cagrouphvac.com>  
**Sent:** Thursday, June 15, 2023 9:16 AM  
**To:** Tom Quaresimo; Amber Farrell; Josh Horton  
**Subject:** 743 Hanger RTU Repair

Not sure who's court this is in, I need a quick budget estimate to repair refrigerant leak in circuit #1 of a RTU over at the Hanger building. Im sure they will say go ahead so lets pencil in schedule too

# Change Order

## Fire Alarm Adds



**Carey Electric, Inc.**

11 Cannon St  
 Green Island, NY 12183  
 Phone: 518-283-5431 ext. 2

BBL Construction Services  
 302 Washington Ave. Extension  
 Albany , NY 12203

11 July 2023  
 Job ID: BN22-0104  
 Colonie NY

Attention: Collin Rostohar

Re: Change Order CO-0007 for: Hangar @ 743

We are pleased to quote on the above Change Order CO-0007 as follows.

1. Providing additional fire alarm devices throughout the Airport office area per AHJ
2. Providing additional fire alarm devices throughout the Hangar area per AHJ
3. Based on utilizing existing conduit in hangar
4. Based on using customer provided lift.

Rev 1:

5. Includes installation of monitor modules supplied by Lee Audio and FS&S.
6. Fiber work by others.

Breakout per area:

Airport co-working space: \$6,719.00  
 Hangar maintenance space: \$4,448.00  
 Monitoring Module integration: \$2,115.00

We reserve the right to correct this quote for errors and or omissions. All wiring to meet the requirements of the 2017 National Electrical Code.

Bid Items	Column 1	Column 2	Column 3	Column 4	Column 5	Column 6
DIRECT LABOR HRS	59.57					
DIRECT LABOR DOLLARS		5,892.73				
MATERIAL DOLLARS		1,210.11				
QUOTE DOLLARS		3,686.00				
MATERIAL & QUOTE TAX		391.69				
OVERHEAD TOTAL		1,118.05				
PROFIT TOTAL		983.89				

**Change Order Amount: \$13,282.00**



# Change Order

## Fire Alarm Adds

### Carey Electric, Inc.

11 Cannon St  
Green Island, NY 12183  
Phone: 518-283-5431 ext. 2

#### Pricing:

Qty	Description
1	**FIRE ALARM
140	3/4 EMT
4	3/4 EMT FIELD-BEND
10	3/4 EMT STEEL-SS COUPLING
8	3/4 EMT STEEL SS CONNECTOR
4	3/4 PLASTIC BUSHING
4	3/4 EMT NM TERMINATOR
2	4"SQ ENT BLANK COVER
30	12/2 FIRE ALARM MC/FPLP CABL
30	#22 4/C Red FIRE ALARM CA
600	#16 2/C Red FIRE ALARM CA
700	#14 2/C Red FA CABLE PLEN
4	1-1/2"D 4"SQ CMB-KO NO BRKT
4	2-1/8"D 4"SQ CMB-KO NO BRK
6	FLAT 1G 4"SQ PLASTER-RING
2	2-1/2"D 12.5 CI 1G DEVICE-BO
17	2-3/4"D 14.0 CI 1G DEVICE-BO
24	#10 PLTD FLAT WASHER
32	#10 x 1" TEK SCREW
68	#10 x 1 1/4" TEK SCREW
16	1/4 x 1-1/4 BLUE TAPPER CO
17	2/SET DRY WALL BOX HOLDER
34	3/4 EMT 1-HOLE STEEL STRAP
170	11" TIE-WRAP
1	FIRE ALARM CONTROL PANEL POWE
4	FIRE ALARM MONITOR MODULE
4	FIRE ALARM MINI MONITOR MODUL
7	FIRE ALARM STROBE LIGHT
18	FIRE ALARM AUDIO/VISUAL
144	PULL LINE (STRING)
4	3/4 ENCLOSURE HOLE PUNCH -ST
17	3/8 PLASTIC SINGLE RX CO

For the Sum of \$13,282.00

We request an additional days be added to the completion date of the project.

Pricing is only valid for 30 days from the date of this change order request.

Sincerely,

---

Jason Stilson  
Carey Electric, Inc.





# Fire Security & Sound Systems, Inc.

4 Avis Drive  
Latham, New York 12110  
Tel 518.250.4364 Fax 518.250.4365  
[www.firesecuritysound.com](http://www.firesecuritysound.com)

**To:** BBL Construction Services

**Sales Team:** Sean Reilly / Roy A. Yannes

**Attn:** Collin Rostohar

**Email:** seanreilly@firesecuritysound.com

**Quote #:** N6-19 Rev. 1

**Date:** July 5, 2023

**Re:** Albany Airport – Building 202 (Hanger 743)

We are pleased to submit the following quotation to provide a networked (via fiber) EST Fire Alarm Control Panel in Building 202 – Hanger 743. Our price does not include standard boxes, pipe, wire or installation.

**Fire Alarm System:** 1 Addressable EST Fire Alarm Control Panel w/Single Mode Fiber Modules, 2 Dual Monitor Modules, 1 Lot Engineering & Technician Labor

**Total Fire Alarm System Price is: \$20,750.00**

**Note:** The above quotation does not include any costs for equipment or labor required by Lee Audio' N Security, Inc. for the interconnection to the existing Notifier Fire Alarm Panel.

The above price includes submittals, demonstration, supervision of final connections of control equipment and assisting in testing the system. It does not include installation, engineered stamped drawings, permits or fees of any kind. Our terms are net 30 days with approved credit. Our proposal is subject to the attached terms and conditions.

As the aftereffects of the worldwide COVID-19 pandemic continue to impact our manufacturing, shipping, and distribution partners, we are experiencing a greater frequency of product shortages, extended lead times (backorders), and in some instances, bi-weekly price increases as they pertain to certain products and product lines. Materials will be invoiced once material is received all other billing will continue as contracted.

FS&S is committed to working closely with our vendors and suppliers to do what we can to mitigate these issues and minimize the impact to our valued customers, however delayed shipping & delivery times, as well as incremental price increases are quickly becoming the norm.

**Therefore, quotes will only be valid for 30 days and orders should be placed as soon as possible to mitigate delays in product allocation.**

Working together as a team to achieve common goals.

We appreciate your business.

Accepted by \_\_\_\_\_

Date \_\_\_\_\_

## Terms and Conditions

The terms and conditions below shall govern the rights and obligations of the parties hereto with respect to the subject matter hereof. In the event of a conflict between these provisions and any other Agreement, these Terms and Conditions shall prevail.

### 1) WARRANTY

Contractor warrants that the services provided hereunder will be performed in accordance with generally accepted industry standards and practices by competent personnel. In the event that any services fail to comply with the foregoing standard within a one (1) year period from the date such services are completed, Contractor will, at its option, provided it is promptly notified in writing upon the discovery of such failure, either re-perform such non-complying services at no additional charge or refund to Customer all fees theretofore paid by Customer with respect to such non-complying services. The foregoing remedies are the exclusive remedies for any breach of Contractor's services warranty.

Contractor warrants that any products supplied in connection with its services shall be free from defects in workmanship or material for a period of one (1) year from the date of delivery (the "Warranty Period"). During the Warranty Period, provided Contractor is promptly notified in writing upon the discovery of any defect in workmanship or material and further provided that all costs of returning the defective products to Contractor are pre-paid by Customer, Contractor agrees to, at Contractor's option, either repair or replace defective products, or refund Customer's fees paid for such products. Contractor's sole liability with respect to equipment, materials, parts or software furnished to Customer by third party suppliers shall be limited to the assignment by Contractor to Customer of any such third party supplier's warranty, to the extent the same is assignable. The foregoing remedies are the exclusive remedies for any breach of Contractor's products warranty. In no event shall Contractor have any obligation to make repairs, replacements or corrections required, in whole or in part, as the result of (i) normal wear and tear, (ii) accident, disaster or other event beyond the reasonable control or fault of Contractor, (iii) misuse, fault or negligence of or by Customer, (iv) use of the products in a manner for which they were not designed, (v) causes external to the products such as, but not limited to, power failure or electrical power surges or (vi) use of the products in combination with equipment or software not supplied by the Company. Any installation, maintenance, repair, service, relocation or alteration to or of, or other tampering with, the products performed by any person or entity other than Contractor without Contractor's prior written approval, or any use of replacement parts not supplied by contractor, shall immediately void and cancel all warranties with respect to the affected products.

THE FOREGOING WARRANTIES ARE THE SOLE AND EXCLUSIVE WARRANTIES GIVEN BY CONTRACTOR IN CONNECTION WITH THE SERVICES PERFORMED AND PRODUCTS PROVIDED HEREUNDER, AND ARE IN LIEU OF ALL OTHER WARRANTIES OF ANY KIND, WHETHER EXPRESS OR IMPLIED, ORAL OR WRITTEN, WHICH ARE HEREBY DISCLAIMED AND EXCLUDED BY CONTRACTOR, INCLUDING WITHOUT LIMITATION ANY WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE OR USE.

### 2) INSURANCE

Contractor agrees to maintain the following limits of insurance during the Agreement: (a) Comprehensive General Liability insurance covering bodily injury and property damage with a limit of \$1,000,000 (one million) per occurrence and \$1,000,000 (one million) in the aggregate, (b) Statutory workers' compensation and employer's liability insurance for a limit of \$1,000,000 (one million) per occurrence, (c) Automobile liability covering bodily injury and property damage with a combined single limit of \$1,000,000 (one million) per occurrence and (d) Excess/Umbrella Liability Insurance with a limit of \$1,000,000 (one million) per occurrence and \$1,000,000 (one million) in the aggregate. No policy will name other parties as additional insured or include a waiver of subrogation rights. If requested by Customer, certificates of insurance shall be furnished from its carrier evidencing the foregoing coverages.

### 3) CONSEQUENTIAL DAMAGES

Notwithstanding anything to the contrary contained herein, in no event shall Contractor be liable for any indirect, special, consequential or incidental damages (including, without limitation damages for loss of use of facilities or equipment, loss of revenue, loss of profits or loss of goodwill), regardless of whether such party (a) has been informed of the possibility of such damages or (b) is negligent.

### 4) FORCE MAJEURE

Contractor will not be in breach of this agreement or be liable to Customer if it fails to perform or delays their performance as a result of an event beyond its reasonable control, including, but not limited to, strikes, industrial disputes, fire, flood, act of God, war insurrection, vandalism, sabotage, invasion, riot, national emergency, piracy, hijack, acts of terrorism, embargoes or restraints, extreme weather of traffic conditions, temporary closure of roads, legislation, regulation, order or other act of any government or governmental agency.

### 5) LIMITATION OF LIABILITY

To the extent permitted by law, the aggregate liability of Contractor to Customer, whether in contract, tort (including negligence) or otherwise, will be limited to amount of payments received by Contractor from Customer under the Contract. The foregoing does not limit the liability of Contractor for any injury to, or death of a person, caused by the gross negligence of Contractor.



## **AGENDA ITEM NO. 10.3**

**Issue Purchase Order for Purchase and Installation of a new MRL Elevator Replacements for Elevators #1, 2, 3, 9, 10 & 11 with Kone.**

AGENDA ITEM NO: 10.3  
MEETING DATE: June 10, 2024

ALBANY COUNTY AIRPORT AUTHORITY  
REQUEST FOR AUTHORIZATION

**DEPARTMENT:**

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

**PURPOSE OF REQUEST:**

*Issue Purchase Order for Purchase and Installation of a new MRL Elevator Replacements for Elevators #1, 2, 3, 9, 10 & 11 with Kone.*

**CONTRACT AMOUNT:**

Total Contract Amount: *\$1,801,000.00*

**BUDGET INFORMATION:**

Federal Airport Improvement Program

Anticipated in Current ALB Capital Plan : Yes J No NA

Funding Account No.: CPN 2012

**FISCAL IMPACT – FUNDING**

Federal N/A State 100% Airport NA

Term of Funding: 2024-2025

Grant No. : Pending State PIN: Pending

**JUSTIFICATION:**

*Request is made to approve the purchase and installation of new MRL Elevator replacement systems for \$1,801,000.00 from KONE. The existing Elevators #1, 2, 3, 9, 10, & 11 are piston operated units that were recently found to have leaking or cracked hydraulic seals which is typical for units that are over 25 years old. All six elevators are currently in service but require constant maintenance. KONE is our service contractor and they determined that the existing systems could not be repaired and they proposed the MRL system which would be purchased under State Contract pricing. The MRL system will eliminate the underground piston and hydraulic system, which will also eliminate any potential hydraulic oil leaks into the ground. The existing system will be completely emptied and capped off. All work will be paid for under a NY State Grant.*

**CHIEF EXECUTIVE OFFICER'S RECOMMENDATION:**

*Recommend approval.*



AGENDA ITEM NO: 10.3  
MEETING DATE: June 10, 2024

**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 Proposals from KONE.*

Dedicated to People Flow™ **KONE**



Proposal for

# Albany Airport - FRB - #1, #2, #3

ALBANY COUNTY AIRPORT AUTHORITY  
Attention: John LaClair

KONE People Flow Solution Proposal  
04/29/2024




**ALBANY COUNTY AIRPORT AUTHORITY**

Attention: John LaClair  
 737 ALBANY SHAKER RD  
 ALBANY, New York 12211-1000

KONE People Flow Solutions Proposal  
 Albany Airport - FRB - #1, #2, #3  
 04/29/2024  
 T-0007304399

Prepared by: Andrew Dinovo, Sales Executive  
 +15184640002  
 andrew.dinovo@kone.com

## 1. Proposal

### Pricing summary

The KONE solution includes design, manufacturing, supply and installation of the following:

Equipment name	Solution	Capacity/Speed	Landings/Entrances	<input type="checkbox"/> Elevator Price
<b>#2, #3 Elevators</b>				
<input type="checkbox"/> Parking Garage #2	1 x KONE MonoSpace 500 DX	3500 lbs / 150 fpm	Landings: 5 Entrances: 5 front / 0 rear	\$ 325,000.00
Parking Garage #3	1 x KONE MonoSpace 500 DX	3500 lbs / 150 fpm	Landings: 5 Entrances: 5 front / 0 rear	\$ 325,000.00
			<b>Subtotal</b>	<b>\$ 650,000.00</b>
<b>North Parking Garage - #1</b>				
<input type="checkbox"/> Parking Garage #1	1 x KONE MonoSpace 500 DX	3500 lbs / 150 fpm	Landings: 2 Entrances: 2 front / 0 rear	\$ 280,000.00
			<b>Subtotal</b>	<b>\$ 280,000.00</b>
			<b>North Parking Garage Total</b>	<b>\$ 930,000.00</b>
			<b>Total Sales Price, net excluding TAX</b>	<b>\$ 930,000.00</b>

### Additional options

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

### Validity of proposal

Subject to the qualifications, clarifications, and technical specifications stated herein, our proposal is based on the architectural drawings dated **4/29/24** and specification (Division 14) dated **4/29/24** and meets, subject to those qualifications, clarifications, and specifications, the general intent of the project. Pricing is based on the contents specified in this Proposal and the appendices and Bid Attachments, which are incorporated into this Proposal (the "Proposal"). Contract terms shall be in accordance with Bid Attachment "A" / KONE Inc. General Terms and Conditions and Bid Attachment "B" / Site Safety



Requirements/ Work by Others, which are incorporated by reference. The pricing included in this Proposal is submitted with the understanding that all documents referenced and incorporated will be signed without modification. In the event of conflicts or inconsistencies between this Proposal and any other contract document (including any contract drawing or specification), this Proposal and all its terms and proposed technical specifications shall supersede and prevail, and the recipient of this Proposal shall be deemed on notice of all such conflicts or inconsistencies, the exact terms and specifications proposed by KONE in this Proposal, and any qualifications or clarifications made. This Proposal is valid for 30 days.





## 2. Your Solution

### Elevator Technical Specification

	#2, #3 Elevators Parking Garage #2	Parking Garage #3	North Parking Garage - #1 Parking Garage #1
<b>Base solution</b>			
KONE Solution	KONE MonoSpace 500 DX	KONE MonoSpace 500 DX	KONE MonoSpace 500 DX
Machinery location	Guiderail-mounted in overhead of hoistway	Guiderail-mounted in overhead of hoistway	Guiderail-mounted in overhead of hoistway
Capacity (lb)	3500	3500	3500
Speed (fpm)	150	150	150
Travel height (ft)	48 ft 1 in	48 ft 1 in	14 ft 1 in
Stops	5	5	2
Front entrances	5	5	2
Rear entrances	0	0	0
Control system	Full collective Duplex	Full collective Duplex	Full collective Simplex
IBC seismic design Category	B	B	B
Value (IP) (SDS)	0	0	0
Regulations	ASME A17.1-2016	ASME A17.1-2016	ASME A17.1-2016
KONE Environmental Product Declarations	<a href="https://www.kone.com/en/products-and-services/green-building/lifecycle-impact-assessments/">https://www.kone.com/en/products-and-services/green-building/lifecycle-impact-assessments/</a>		
<b>Shaft construction</b>			
Shaft size (W x D) (ft)	8 ft 5 in x 8 ft 10 in	8 ft 5 in x 8 ft 10 in	8 ft 5 in x 8 ft 10 in
Pit depth (ft)	4 ft 0 in	4 ft 0 in	4 ft 0 in
Clear Height under Ceiling (ft)	13 ft 8 in	13 ft 8 in	13 ft 8 in
Headroom Bracket attach type B side	Expansion anchor, CMU (11)	Expansion anchor, CMU (11)	Expansion anchor, CMU (11)
Headroom Bracket attach type D side	Expansion anchor, CMU (11)	Expansion anchor, CMU (11)	Expansion anchor, CMU (11)
<b>Mechanical components &amp; machinery</b>			
Power supply, machinery (V / Hz)	208 / 60	208 / 60	208 / 60
<b>Car and doors</b>			
Car size (WxDxH) (in)	6 ft 5.9528 in wide x 5 ft 6.9291 in deep x 8 ft 0 in high	6 ft 5.9528 in wide x 5 ft 6.9291 in deep x 8 ft 0 in high	6 ft 5.9528 in wide x 5 ft 6.9291 in deep x 8 ft 0 in high
Door opening dimensions (WxH) (ft)	3 ft 6 in x 7 ft 0 in	3 ft 6 in x 7 ft 0 in	3 ft 6 in x 7 ft 0 in
Controller location	3rd floor Hoistway to controller (horz) [ft]: 50	3rd floor Hoistway to controller (horz) [ft]: 50	1st floor Hoistway to controller (horz) [ft]: 50





## Materials and design

Please note that all images are for illustration purposes only. Some differences to actual product delivered may exist including number of wall panels, orientation of design, etc. Final approved layout drawings will reflect the actual cab design.

### Elevator Parking Garage #2

Car walls	Local Decoration
Front wall	#4 Brushed Stainless Steel, pan type door
Ceiling	Round, LED spotlights (CL88) #4 Brushed Stainless Steel
Flooring by others	Maximum floor thickness: 1 in Maximum floor weight: 3 lb/ft <sup>2</sup>
Handrail	No Handrail
Skirting	#4 Brushed Stainless Steel
Car Fan	Fan Required

### Local decoration

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Maximum cab finish weight allowance	500 lbs
Door type	Single-speed, center-opening
Entrance equipment	The existing hoistway entrances and hoistway door panels shall be retained and reused in place.
Door material	#4 Brushed Stainless Steel
Sill material	Aluminum
Number of car operating panels (COP)	1



COP details	Dot matrix Flush #4 Brushed Stainless Steel Vertical (VER) Media screen all in 1 (CM3) Metallic Black with White mark
Jamb mounted destination indicator	Car Lantern (jamb-mounted) included
Signalization Series	KSS 140 vandal resistant signalization

### Additional Options

24/7 Emergency Communications	Yes
Hall/Lobby panel included	No

### Hazard Avoidance

Emergency power drive	Emergency power drive included (generator by others)
Operation of car ventilation	KONE Standard Fan

Landing	Floor Marking	Landing Sill Material	Finish	Entrance Frame type	Hall Lantern / Position Indicator
5 Front	5	Retained	Retained		None
4 Front	4	Retained	Retained		None
3 Front	3	Retained	Retained		None
2 Front	2	Retained	Retained		None
1 Front	*1	Retained	Retained		None

### Elevator Parking Garage #3

Car walls	Local Decoration
Front wall	#4 Brushed Stainless Steel, pan type door
Ceiling	Round, LED spotlights (CL88) #4 Brushed Stainless Steel
Flooring by others	Maximum floor thickness: 1 in Maximum floor weight: 3 lb/ft <sup>2</sup>
Handrail	No Handrail
Skirting	#4 Brushed Stainless Steel
Car Fan	Fan Required

### Local decoration

Maximum cab finish weight allowance	500 lbs
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Door type	Single-speed, center-opening
Entrance equipment	The existing hoistway entrances and hoistway door panels shall be retained and reused in place.
Door material	#4 Brushed Stainless Steel
Sill material	Aluminum
Number of car operating panels (COP)	1
COP details	Dot matrix Flush #4 Brushed Stainless Steel Vertical (VER) Media screen all in 1 (CM3) Metallic Black with White mark
Jamb mounted destination indicator	Car Lantern (jamb-mounted) included
Signalization Series	KSS 140 vandal resistant signalization

#### Additional Options

24/7 Emergency Communications	Yes
Hall/Lobby panel included	No

#### Hazard Avoidance

Emergency power drive	Emergency power drive included (generator by others)
Operation of car ventilation	KONE Standard Fan

Landing	Floor Marking	Landing Sill Material	Finish	Entrance Frame type	Hall Lantern / Position Indicator
5 Front	5	Retained	Retained		None
4 Front	4	Retained	Retained		None
3 Front	3	Retained	Retained		None
2 Front	2	Retained	Retained		None
1 Front	*1	Retained	Retained		None

#### Elevator Parking Garage #1

Car walls	Local Decoration
Front wall	#4 Brushed Stainless Steel, pan type door
Ceiling	Round, LED spotlights (CL88) #4 Brushed Stainless Steel



Flooring by others      Maximum floor thickness: 1 in  
Maximum floor weight: 3 lb/ft<sup>2</sup>

Handrail      No Handrail

Skirting      #4 Brushed Stainless Steel

Car Fan      Fan Required

#### Local decoration

Maximum cab finish weight allowance      500 lbs

Door type      Single-speed, center-opening

Entrance equipment      The existing hoistway entrances and hoistway door panels shall be retained and reused in place.

Door material      #4 Brushed Stainless Steel

Sill material      Aluminum

Number of car operating panels (COP)      1

COP details      Dot matrix  
Flush  
#4 Brushed Stainless Steel  
Vertical (VER)  
Media screen all in 1 (CM3)  
Metallic Black with White mark

Jamb mounted destination indicator      Car Lantern (jamb-mounted) included

Signalization Series      KSS 140 vandal resistant signalization

#### Additional Options

24/7 Emergency Communications      Yes

Hall/Lobby panel included      No

#### Hazard Avoidance

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

Operation of car ventilation      KONE Standard Fan

Landing	Floor Marking	Landing Sill Material	Finish	Entrance Frame type	Hall Lantern / Position Indicator
2 Front	2	Retained	Retained		None
1 Front	*1	Retained	Retained		None



### 3. Project-Specific Clarifications

This proposal includes provisions for KONE 24/7 Emergency Video Communications, which fully meets the intent of IBC 2018 and ASME A17.1 2019 code. In addition to the two-way audio communication, it allows for text-based two-way communication between the elevator cab and the KONE Customer Care Center as well as means to visually verify if the cab is occupied when an emergency call is placed. This solution is turn-key and code compliant, and includes the following:

- Hardware that enables audio and text-based two-way communication and video into the elevator cab, including touchscreen mounted in the car operating panel, camera, and all related wiring
- Wireless communication to KONE Customer Care Center is provided by KONE. No additional data and voice network or phone line is required to be provided by others
- 4-hour battery backup of both of in-car communication devices, wireless data, and voice network
- 24 hour-a-day, 7-day-a-week monitoring of elevator by KONE Customer Care Center

A valid service contract with KONE, including KONE 24/7 Emergency Video Communications and KONE 24/7 Connected Services, must be active. These services are included in the proposal for the duration of the warranty maintenance period. The KONE 24/7 Emergency Video Communications contract addendum and General Terms and Conditions for KONE Digital Services, which define the fees for the audio, video, and data connections, must be signed by the Building Owner. The payment obligation, among other provisions, survives termination of any maintenance agreement. Sufficient AT&T or Verizon cellular in the United States, or Rogers Roaming in Canada, connectivity in the control space and a dedicated 110V disconnect are required to be provided by others to enable KONE 24/7 Emergency Video Communications.

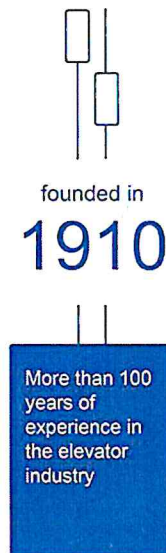


## 4. Why KONE?

### KONE in brief

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

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



over  
**800k**  
Ecodisc installations  
worldwide

over  
**1.2M**  
units  
maintained

**55,000+**  
employees



**450,000**  
customers worldwide

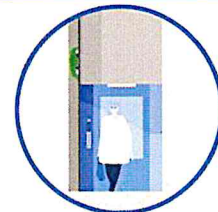
**25,000+**  
machine room-less elevators  
installed in the US

### Product offer

#### KONE MonoSpace DX®

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

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



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

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



Read more at  
[kone.us/connected](https://kone.us/connected)

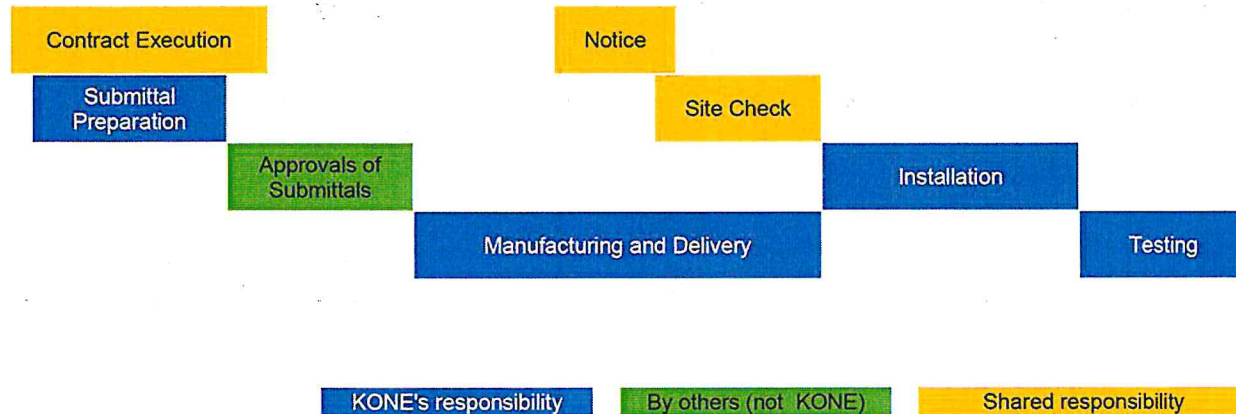




## 5. Ensuring Project Success

### Project Schedule Overview

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



Preparation of Submittals	2 weeks	From receipt of contract and first payment.
Contract Review	6 weeks	From receipt of full contract package. All referenced documents required.
Approval of Submittals	TBD	Mutually agreeable time to incorporate changes to the layout and approve the submittals. Approval of Submittals means notification in writing, by the Customer or Customer's Agent, that all submittals are approved, and manufacturing may commence. All finishes and features are to be confirmed at the time of submittal approval.
Manufacturing and Delivery	14-18 weeks	From receipt of submittal approval and an executed contract. KONE's policy is to release equipment to Manufacturing after the contract is fully executed by both parties. Note: KONE's factory has two-week shutdown over the months of July and December. Any manufacturing duration that falls during these months shall add two weeks to the manufacturing time. Delivery times may be extended due to delays caused by measures undertaken to stop the spreading of the Coronavirus (2019-nCoV) epidemic, availability of personnel, logistics providers, and supply chains.
Notice to commence on site and site check	2 weeks	Prior to starting the installation, KONE requires a two-week notice to inspect the site to ensure it fulfils the requirements set by KONE for commencing installation. Site Check will be performed in the two weeks before installation begins.
Installation	Approximately 6-8 weeks	Only after the site has passed the Site Check inspection, the installation can start. Duration is per unit. If multiple units need to be installed at the same time, a Foreman will be required at additional cost - based on availability.
Testing and Commissioning	1-2 weeks	Clean 3-phase power, active phone line to the controller, and all life safety provided by others is required prior to testing / commissioning.



## Site Preparation

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

- 1 Adequate access for delivery of elevator material + clean/dry 21' x 56' storage space per elevator.
- 2 The hoistway, pit, and machine room must be clean, dry, and constructed per the approved KONE final layout drawings. Any required support for guide rail brackets, divider beams and divider screens from pit floor to the top of the hoistway will be provided by others. Note: bracket support points may be required between floors. The hoistway must be plumb according to tolerances listed on KONE Final approved layout drawings.
- 3 Removable, OSHA approved barricades must be provided around all hoistway openings. Provide and install full entrance protection, made of nylon mesh or reinforced plastic at all hoistway openings per OSHA 1346 1926.502(j). Design and install entrance protection in such a way as to allow quick accessibility in and out of the hoistway.
- 4 Permanent or temporary three-phase and single-phase power of permanent characteristics with disconnect switches.
- 5 A hoist beam and safety beam (furnished by KONE) must be cut to size and installed in the elevator overhead per the approved KONE final layout drawings (hoistbeam capable of supporting the load requirement noted in our shop drawings).
- 6 Applicable work areas must have adequate lighting.
- 7 Finished floor marks must be visible from the hoistway openings at all landings.

## Warranty / maintenance

Our Proposal includes 12 months of KONE standard maintenance with KONE 24/7 Connected Services, including regular time callback service.

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

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





## Price Adjustment

KONE shall be entitled to an equitable adjustment in the Price, including but not limited to, any increased costs between the time the Contract is signed and the date of manufacture for materials, labor, or shipping, as well as increased costs resulting from any change in law or tariffs.

## Payment terms

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

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

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

## Sourcing

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

## Confidentiality

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

## Completion

**The price is based on KONE completing its work by December 31, 2025**, and a material manufacturing start, no later than six months from the date of this Proposal. The standard wage rate is assumed. If KONE's on-site work is not completed in the above calendar year (due to delays by others), you will be responsible for the labor rate increase that occurs on January 1st of each following year.

## Storage/delivery/remobilization

This Proposal is based on the site being handed over to KONE in accordance with KONE Site Safety Requirements, per Bid Attachment "B," on the agreed dates. Any changes to such dates are considered a change to the schedule and KONE shall be entitled to an extension of time and to recover all costs related to such changes and an extension of time. If the Site Requirements are not complete, KONE will not deliver the unit equipment to the job site. If KONE is unable to unload at the jobsite on the scheduled date and commence installation immediately, additional costs for off-site storage (\$3,000 / month per unit) and labor for double handling of the materials (\$4,000) shall be paid to KONE via a Change Order. Should KONE be required to demobilize, through no fault of its own, due to any suspension or work stoppage, and after material is delivered to the jobsite a charge of \$4,000 per crew shall be paid to KONE via a Change Order for each remobilization. Customer shall also store and protect the materials and equipment onsite or at a storage facility reasonably acceptable to KONE at Customer's sole risk and cost. If KONE is not able to commence installation on the agreed upon material delivery date or if KONE's work cannot be performed in an uninterrupted manner, labor may be reallocated to other projects and may not be available to reallocate to this project for several weeks. KONE is not responsible for any delay to the project resulting from labor reallocation because of Site Requirements not being complete by the material delivery date.



## Operator time

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

## Temporary construction time use

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

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

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

## Hoistway cleaning

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

## Other trade work

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

## Phone

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

## Inspections

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

## Changes to the work

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





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



## 6. Proposal Acceptance

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

Project Name: Albany Airport - FRB - #1, #2, #3

Proposal No: T-0007304399

Site Address: 12211, 737 Albany Shaker Road, Albany, New York

Total Sales Price: \$930,000.00

**Customer**

ALBANY COUNTY AIRPORT AUTHORITY

Date

Signature

Printed name





Dedicated to People Flow™



Proposal for

# Albany Airport #9

ALBANY COUNTY AIRPORT AUTHORITY  
Attention: John LaClair

KONE People Flow Solution Proposal  
01/18/2024





Albany Airport Authority  
737 Albany Shaker Road  
Albany, New York 12211

ATTN.: John LaClair

**KONE Inc.**  
Albany Office

25 Post Road  
Albany, NY, 12205  
Mobile +1 5182290069  
Work +5184640002  
noah.adams@kone.com  
[www.kone.us](http://www.kone.us)

## 1. Proposal

Dear John LaClair,

We are pleased to enclose, for your review and consideration, KONE's proposal to fully replace your equipment located at the following address: Albany Airport, 737 Albany Shaker Road, Albany, New York.

- This proposal is based on 2024 installation.
- This proposal is valid for (30) days.
- Anticipated downtime: **Approximately 9** weeks per unit for full replacement + 1 weeks for inspection.

The existing equipment, as outlined below, will be replaced in accordance with the explanation provided herein. Where additional items are made a part of this Proposal, a complete description is provided. Where existing equipment and/or systems are not mentioned, the intent of this Proposal is to reuse said item(s) "as is". The KONE solution includes design, manufacturing, supply and installation of the following:

Equipment name	Solution	Capacity/Speed	Landings/Entrances	Price
<input type="checkbox"/> Elevator #9	1 x KONE MonoSpace 500 DX	2500 lbs / 150 fpm	Landings: 2 Entrances: 1 front / 1 rear	\$ 285,000.00
<b>Albany International Airport Total</b>				<b>\$ 285,000.00</b>
<b>Total Sales Price, net excluding TAX</b>				<b>\$ 285,000.00</b>

## 2. Validity of proposal

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

Please know that we are available to assist you in coordinating the work by others as further described in our "Bid Attachment B". Should you have any questions or require additional information, please feel free to contact me directly.



We look forward to hearing from you and working together on this project.

Yours sincerely,

Andrew N. DiNovo  
Sr. Sales Executive



### 3. Your Solution

#### Elevator Technical Specification

Elevator #9

##### Base solution

KONE Solution	KONE MonoSpace 500 DX
Machinery location	Guiderail-mounted in overhead of hoistway
Capacity (lb)	2500
Speed (fpm)	150
Travel height (ft)	13 ft 1.5 in
Stops	2
Front entrances	1
Rear entrances	1
Control system	Full collective Simplex
IBC seismic design Category	B
Value (IP) (SDS)	0
Regulations	ASME A17.1-2016
KONE Environmental Product Declarations	<a href="https://www.kone.com/en/products-and-services/green-building/lifecycle-impact-assessments/">https://www.kone.com/en/products-and-services/green-building/lifecycle-impact-assessments/</a>

##### Shaft construction

Shaft size (W x D) (ft)	8 ft 3.5 in x 6 ft 8 in
Pit depth (ft)	4 ft 1.75 in
Clear Height under Ceiling (ft)	15 ft 10 in

##### Mechanical components & machinery

Power supply, machinery (V / Hz)	208 / 60
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##### Car and doors

Car size (WxDxH) (in)	6 ft 5.953 in wide x 4 ft 4.362 in deep x 8 ft 0 in high
Door opening dimensions (WxH) (ft)	3 ft 6 in x 7 ft 0 in
Controller location	1st floor Hoistway to controller (horz) [ft]: 35



## Materials and design

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

### Elevator Elevator #9

Car walls	Local Decoration
Front wall	#4 Brushed Stainless Steel, pan type door
Ceiling	Round, LED spotlights (CL88) #4 Brushed Stainless Steel
Flooring by others	Maximum floor thickness: 0.5 in Maximum floor weight: 3 lb/ft <sup>2</sup>
Handrail	Round, straight ends (HR61) #4 Brushed Stainless Steel Handrail on side walls
Skirting	#4 Brushed Stainless Steel
Car Fan	Fan Required
Protection pads	KONE standard pads and hooks included

### Local decoration

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Maximum cab finish weight allowance	400 lbs
Door type	Single-speed, center-opening
Entrance equipment	The existing hoistway entrances and hoistway door panels shall be retained and reused in place.
Door material	#4 Brushed Stainless Steel
Sill material	Aluminum
Number of car operating panels (COP)	1
COP details	Dot matrix Flush #4 Brushed Stainless Steel Vertical (VER) Media screen all in 1 (CM3)
Jamb mounted destination indicator	Car Lantern (jamb-mounted) included
Signalization Series	KSS570 series signalization

### Additional Options

---

24/7 Emergency Communications	Yes
Hall/Lobby panel included	No





Locking of car calls switch type      Card Reader Provisions

**Hazard Avoidance**

Emergency power drive      Emergency power drive included (generator by others)  
 Operation of car ventilation      KONE Standard Fan

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

**4. Project-Specific Clarifications**

This proposal includes provisions for KONE 24/7 Emergency Video Communications, which fully meets the intent of IBC 2018 and ASME A17.1 2019 code. In addition to the two-way audio communication, it allows for text-based two-way communication between the elevator cab and the KONE Customer Care Center as well as means to visually verify if the cab is occupied when an emergency call is placed. This solution is turn-key and code compliant, and includes the following:

- Hardware that enables audio and text-based two-way communication and video into the elevator cab, including touchscreen mounted in the car operating panel, camera, and all related wiring
- Wireless communication to KONE Customer Care Center is provided by KONE. No additional data and voice network or phone line is required to be provided by others
- 4-hour battery backup of both of in-car communication devices, wireless data, and voice network
- 24 hour-a-day, 7-day-a-week monitoring of elevator by KONE Customer Care Center

A valid service contract with KONE, including KONE 24/7 Emergency Video Communications and KONE 24/7 Connected Services, must be active. These services are included in the proposal for the duration of the warranty maintenance period. The KONE 24/7 Emergency Video Communications contract addendum and General Terms and Conditions for KONE Digital Services, which define the fees for the audio, video, and data connections, must be signed by the Building Owner. The payment obligation, among other provisions, survives termination of any maintenance agreement. Sufficient AT&T or Verizon cellular in the United States, or Rogers Roaming in Canada, connectivity in the control space and a dedicated 110V disconnect are required to be provided by others to enable KONE 24/7 Emergency Video Communications.

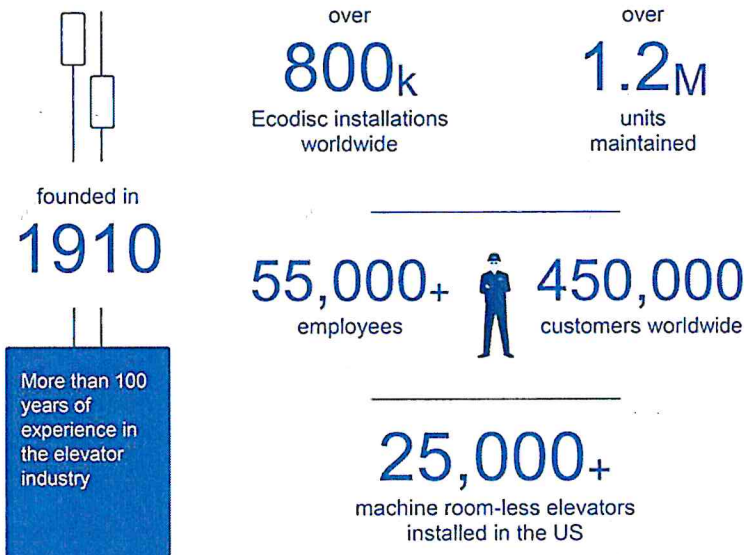


## 5. Why KONE?

### KONE in brief

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

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



### KONE MonoSpace®

Replacement of in-ground hydraulic elevator system(s) or geared traction elevators systems(s) with a flexible machine room-less traction elevator solution offers many benefits:

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



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

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



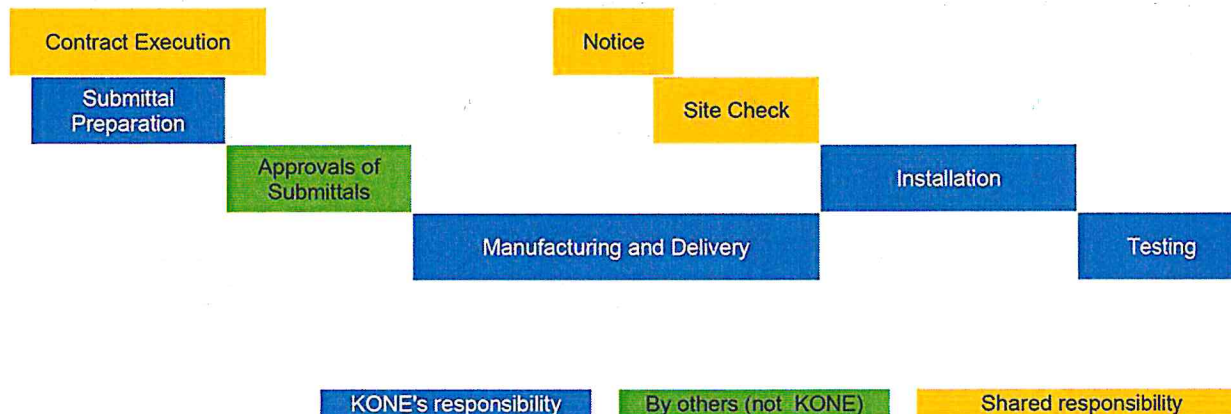
Read more at [kone.us/connected](https://kone.us/connected)



## 6. Ensuring Project Success

### Project Schedule Overview

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



Preparation of Submittals	2 weeks	From receipt of contract and first payment.
Contract Review	6 weeks	From receipt of full contract package. All referenced documents required.
Approval of Submittals	TBD	Mutually agreeable time to incorporate changes to the layout and approve the submittals. Approval of Submittals means notification in writing, by the Customer or Customer's Agent, that all submittals are approved, and manufacturing may commence. All finishes and features are to be confirmed at the time of submittal approval.
Manufacturing and Delivery	15 weeks	From receipt of submittal approval and an executed contract. KONE's policy is to release equipment to Manufacturing after the contract is fully executed by both parties. Note: KONE's factory has two-week shutdown over the months of July and December. Any manufacturing duration that falls during these months shall add two weeks to the manufacturing time. Delivery times may be extended due to delays caused by measures undertaken to stop the spreading of the Coronavirus (2019-nCoV) epidemic, availability of personnel, logistics providers, and supply chains.
Notice to commence on site and site check	2 weeks	Prior to starting the installation, KONE requires a two-week notice to inspect the site to ensure it fulfils the requirements set by KONE for commencing installation. Site Check will be performed in the two weeks before installation begins.
Installation	*** weeks	Only after the site has passed the Site Check inspection, the installation can start. Duration is per unit. If multiple units need to be installed at the same time, a Foreman will be required at additional cost - based on availability.
Testing and Commissioning	1-2 weeks	Clean 3-phase power, active phone line to the controller, and all life safety provided by others is required prior to testing / commissioning.





## Site Preparation

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

- 1 Adequate access for delivery of elevator material + clean/dry 21' x 56' storage space per elevator.
- 2 The hoistway, pit, and machine room must be clean, dry, and constructed per the approved KONE final layout drawings. Any required support for guide rail brackets, divider beams and divider screens from pit floor to the top of the hoistway will be provided by others. Note: bracket support points may be required between floors. The hoistway must be plumb according to tolerances listed on KONE Final approved layout drawings.
- 3 Removable, OSHA approved barricades must be provided around all hoistway openings. Provide and install full entrance protection, made of nylon mesh or reinforced plastic at all hoistway openings per OSHA 1346 1926.502(j). Design and install entrance protection in such a way as to allow quick accessibility in and out of the hoistway.
- 4 Permanent or temporary three-phase and single-phase power of permanent characteristics with disconnect switches.
- 5 A hoist beam and safety beam (furnished by KONE) must be cut to size and installed in the elevator overhead per the approved KONE final layout drawings (hoistbeam capable of supporting the load requirement noted in our shop drawings).
- 6 Applicable work areas must have adequate lighting.
- 7 Finished floor marks must be visible from the hoistway openings at all landings.

## Warranty / maintenance

Our Proposal includes 12 months of KONE standard maintenance with KONE 24/7 Connected Services, including regular time callback service.

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

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





## Price Adjustment

KONE shall be entitled to an equitable adjustment in the Price, including but not limited to, any increased costs between the time the Contract is signed and the date of manufacture for materials, labor, or shipping, as well as increased costs resulting from any change in law or tariffs.

## Payment terms

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

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

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

## Sourcing

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

## Confidentiality

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

## Completion

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

## Storage/delivery/remobilization

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



## Operator time

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

## Hoistway cleaning

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

## Other trade work

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

## Phone

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

## Inspections

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

## Changes to the work

KONE shall not be required to proceed with any Customer requested change to its Work ("Extra Work") until such Extra Work is evidenced in a mutually acceptable Change Order and signed by both parties. This includes, but is not limited to, any changes or revisions, accelerations, resequencing, suspension of KONE's schedule of Work or other delays outside of KONE's control. However, should KONE agree to proceed with Extra Work pursuant to a Construction Change Directive or Field Order without a fully executed Change Order, such agreement by KONE is conditioned on the Extra Work being converted promptly to a fully executed Change Order. KONE shall not be obligated to continue performance of Extra Work if the estimated value of unexecuted Change Orders exceeds 10% of the Agreement Price, or if there is a reasonable safety concern, a product limitation, or it is unreasonable to proceed. No action by KONE, including but not limited to KONE performing Extra Work without an executed Change Order, shall be construed to be a waiver of Subcontractor's right to seek payment for the Extra Work performed, or to obtain a Change Order at a later date. Customer shall remain directly liable to KONE for payment for changed or Extra Work ordered by the Customer for delays caused by Customer or others subordinated to Customer.



## 7. Proposal Acceptance

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

Project Name: Albany Airport #9, #10, #11

Proposal No: T-0005542236

Site Address: , , , New York

Total Sales Price: \$285,000.00

**Customer**

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ALBANY COUNTY AIRPORT AUTHORITY

Date

Signature

Printed name





## Appendix 1: Bid Attachment "A" / KONE Inc. General Terms and Conditions (Modernization)

### 1. APPLICATION OF THESE TERMS

The parties agree to be bound by the terms and conditions contained in the Bid Letter, this Bid Attachment A and Bid Attachment B, including the documents incorporated herein by reference (collectively, the "Proposal").

### 2. SPECIAL PURCHASING REQUIREMENTS

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

### 3. PROPOSAL CONDITIONS

The Proposal shall be open for acceptance within the period stated in the Bid Letter or, when no period is stated, for a period of 30 days from the date of the Bid Letter. Prior to commencing manufacture of the equipment described in the Bid Letter ("Equipment"), KONE must have (i) a fully executed contract; (ii) a schedule acceptable to KONE identifying the Equipment installation start date, or alternatively, KONE's letter specifying the ship date ("Ship Date Letter") signed by Customer, which, as applicable, is incorporated by reference herein; (iii) the first payment in Section 4 herein; and (iv) fully approved KONE layouts.

### 4. PAYMENT TERMS

Payment of the total Price is due within 30 days from invoice date, as follows:

- 30% of the Price for engineering, site management, and overhead, billable and due upon execution of this Proposal or receipt of the subcontract;
- 50% of the Price for material and shipping, billable and due upon delivery of material to the jobsite or KONE Distribution Center;
- 20% of the Price for Equipment installation, billable and due at the billing cycle following the start of installation.

KONE imposes a surcharge for payments made via credit card that is not greater than our cost of acceptance. The surcharge that we impose for this type of transaction is a percentage of the amount paid via credit card, which will be notified to the Customer at the payment portal. KONE reserves the right to delay, suspend, or stop the work, including manufacturing, delivery, installation and/or Equipment turnover, for non-payment, without liability to KONE or being held in default. Simple interest at 1.5% per month shall be charged on amounts not paid when due. Payments to KONE are not contingent on any third-party payments to Customer. Customer shall reimburse KONE for all costs of collection, including courts costs and reasonable attorneys' fees.

Prior to turnover, KONE must be paid in full, less 10% maximum retention, the Price including all change orders. Retention shall be due and payable within 30 days of execution of the Uniform Final Acceptance or Equipment turnover, whichever occurs first. If certified payroll reporting is required, KONE will submit the requested reporting in the format of the U.S. Department of Labor form WH 347 & WH 348. The Price does not include Textura or any other special billing requirements, which can be added via change order at a rate of 0.3% of the Price.

### 5. INSTALLATION

Customer shall be responsible for procurement and cost of all permits, except permits related to installation of the Equipment. Where KONE's scope of work or other responsibilities include the obligation to utilize materials and/or finishes resembling or identical to those pre-existing in the building, KONE shall use reasonable efforts to procure such materials and Customer acknowledges and accepts that the materials and/or finishes reasonably available may not be in all respects identical to those pre-existing in the building. This Proposal is conditioned upon KONE using its standard installation method. The installation of the Equipment shall start after Customer has completed all work set forth in Bid Attachment B and any other documents describing site requirements ("Site Requirements"), all of which are incorporated by reference herein. Within two (2) weeks prior to the scheduled delivery date for KONE's materials, KONE shall conduct a standard visual site survey to verify that the Site Requirements are complete and notify Customer if there are outstanding deficiencies preventing KONE from beginning installation.

KONE's site survey may include, but is not limited to, inspection of site access, working and safety conditions on site, wear and tear of any existing structures or surfaces, and planning of any dismantling or removal of existing equipment, components and materials, where applicable. KONE shall not be deemed to have surveyed any hidden structures, latent defects, subsurface conditions, or other non-visible matters, including but not limited to searching for hazardous substances and/or materials, which shall be subject to Section 16. If KONE's site survey reveals any deficiencies, KONE shall be entitled to delay the start of installation and Customer shall be responsible for all additional costs incurred by KONE, including without limitation, costs associated with: labor reallocation, re-directing materials to and storage in a KONE Distribution Center, additional labor for double handling of materials, and additional trucking, freight and insurance. Once the Site Requirements are completed, the start of installation shall be subject to the availability of labor and the delivery of material, if applicable.

KONE's work shall be performed during regular union working hours of regular working days, Monday to Friday, statutory holidays excluded. If overtime is mutually agreed upon and performed, the additional costs for such work shall be added to the Price at KONE's standard overtime rates. If the installation cannot be performed in an uninterrupted manner for any reason beyond KONE's control, Customer shall store the Equipment at Customer's cost and compensate KONE for any costs caused by such delay including, but not limited to, double handling of Equipment and demobilization. KONE shall not be required to perform overtime or any Customer directed change to its work ("Extra Work") without an executed change order. No action by KONE, including but not limited to, performing Extra Work without an executed change order, shall be a waiver of KONE's right to seek payment for Extra Work performed.

KONE shall be entitled to an extension of time and an equitable adjustment in the Price, including but not limited to, any increased costs of labor, including overtime, resulting from any change of schedule, re-direction of KONE personnel to another work area, acceleration, or out of sequence work.

KONE shall take reasonable methods to protect its work-in-place while KONE is actively on site and until execution of a KONE Uniform Final Acceptance, which is incorporated by reference herein. Should damage occur to KONE property, material or work-in-place by fire, water, theft or vandalism, Customer shall compensate KONE for said damages.





Additionally, the Customer is solely responsible for ensuring that the equipment maintenance contractor, if not KONE, does not disturb, delay or interfere with KONE's work. KONE shall abide by Customer's safety policies and procedures to the extent such policies and procedures are not in conflict with KONE's Safety Policy. Testing and/or security features of Equipment must be completed before Equipment turnover. KONE is not responsible for damages, either to Equipment or the building, or for any personal injury or death, arising out of or resulting from any code required safety tests performed on Equipment or hoistway access granted by Customer to other trades.

#### 6. TEMPORARY USE

Temporary use of certain types of Equipment may be permitted, provided the use period allows adequate time for Equipment restoration for final turnover and Customer executes KONE's Temporary Use Agreement. Temporary use shall be invoiced separately and subject to payment terms in Section 4 herein. At the end of temporary use, Customer shall return the Equipment to KONE in "like new" condition.

#### 7. HAZARDOUS MATERIALS

KONE's work shall not include any abatement or disturbance of asbestos containing material ("ACM"), presumed asbestos containing materials ("PACM"), or other hazardous materials (i.e. lead, PCBs) (collectively "HazMat"). KONE shall have the right to discontinue its work in any location where suspected HazMat is encountered or disturbed. Any HazMat removal or abatement, or delays caused by such, required in order for KONE to perform its work shall be Customer's sole responsibility and expense. Should any HazMat abatement occur within the shaft or machine room, Customer shall execute KONE's Hoistway or Pit Access Request. If any HazMat is known to be present on site before the start of work, HazMat removal or abatement shall be completed prior to KONE scheduling installation and delivering material.

#### 8. TITLE AND RISK TO EQUIPMENT

Title to and ownership of all Equipment intended for incorporation in KONE's work, whether installed or stored on or off site, shall remain with KONE until final payment is made. Risk of loss in KONE's work and Equipment passes to Customer upon delivery to the site or off-site storage.

Any tools, devices, or other equipment that KONE uses to perform its work or monitor the Equipment remains the sole property of KONE. If this Proposal terminates or expires for any reason, Customer will give KONE access to the premises to remove such tools, devices or equipment at KONE's expense.

#### 9. TURNOVER

Prior to turnover, KONE must receive a final punch list. Upon turnover, KONE requires a signed Uniform Final Acceptance. KONE shall provide its standard electronic O&M manuals with CD-ROMs in electronic format, if applicable, upon execution of the Uniform Final Acceptance. Standard KONE samples shall be provided upon request. No mock-ups or video training are included in the Price.

#### 10. DELAY

KONE shall not be liable for any loss, damage, claim, or delay due to any cause beyond KONE's control, including, but not limited to, acts of domestic or foreign government (including a change in law), strikes, lockouts, work interruption or other labor disturbance, delays caused by others, fire, explosion, theft, floods, inclement weather, riot, civil commotion, war, malicious mischief, infectious diseases, epidemic, pandemic, quarantine, border or port of entry and exit restrictions or acts of God.

In the event of such delays, KONE shall be entitled to an extension in time equal to the length of such delay affecting KONE and an equitable adjustment in the Price. Customer shall compensate KONE for labor and material cost escalations resulting from Project delays not caused by KONE, which extend completion of KONE's work beyond the end of the current calendar year. Customer is on notice that IUEC labor rates increase annually.

#### 11. LIMITED WARRANTY

For one (1) year after the acceptance date set forth in the signed Uniform Final Acceptance, date of Equipment turnover, or date of Customer's use of Equipment (unless such use is pursuant to the Temporary Use Agreement), whichever occurs first, KONE warrants Equipment against defect in workmanship and material. The warranty excludes remedy for damage or defect caused by abuse, misuse, vandalism, neglect; repairs, alteration or modifications not executed by KONE; improper or insufficient maintenance, improper operation, characteristics of the building such as electrical power or security features, natural or other catastrophe such as flood, fire, or storm, or normal wear and tear and normal usage. The warranty excludes training or instruction in the proper operation or maintenance of Equipment. Specific noise ratings and energy efficiencies cannot be guaranteed due to different building characteristics and ambient noise levels. Customer's remedy is limited to repair or replacement of a defective part, in KONE's sole discretion, and excludes labor.

#### 12. INDEMNIFICATION

KONE shall only indemnify and hold Customer harmless for claims, damages, losses or expenses, but excluding loss of use ("Claims") due to bodily injury, including death, or tangible property damage (other than the Project or KONE's work itself) to the extent caused by KONE's negligent acts or omissions. KONE shall not indemnify Customer for any other Claims. Customer agrees to indemnify and hold KONE harmless from any Claim for bodily injury, including death, or tangible property damage in connection with the use or operation of the Equipment. Each party shall defend itself in the event of a Claim.

#### 13. INTELLECTUAL PROPERTY

KONE shall retain title and ownership of all intellectual property rights relating (directly or indirectly) to the Equipment provided by KONE, including but not limited to software or firmware (whether in the form of source code, object code or other), drawings, technical documentation, or other technical information delivered under the Proposal. KONE grants Customer a non-exclusive and non-transferable license and right to use the software and firmware in connection with the use and maintenance of the Equipment. Customer shall not use any drawings, technical documentation or other technical information supplied by or on behalf of KONE for any purposes other than those directly related to the Proposal or to the use and maintenance of the Equipment. Customer shall not in any form copy, modify or reverse engineer the software, or give access to the software for such use to any third party without KONE's prior written consent.



#### 14. INSURANCE

In lieu of any Customer insurance requirements, KONE shall provide its standard certificate of insurance, which shall be deemed to satisfy all insurance requirements for this Project. KONE shall not provide loss runs, insurance rate information, copies of its insurance policies or any other information which KONE considers confidential. KONE shall not provide coverage for professional (E&O) liability, pollution liability, data privacy/security, or no-fault medical payments. If the Project is covered by a Wrap Up Insurance Program, KONE agrees to participate provided there is no cost to KONE, no reduction in the Price, and subject to KONE's review of the proposed program. If KONE's primary limits are sufficient to satisfy insurance coverage requirements, excess/umbrella liability will not be required or if excess/umbrella is required, KONE's excess coverage does not follow form although typically provides broader coverage than KONE's primary policies. The excess coverage is not AM Best Rated nor licensed to do business within the jurisdiction although the carrier has strong Standard & Poor's and Moody's financial ratings that may be evidenced upon request.

#### 15. LIMITATION OF LIABILITY

In no event shall either party be liable to the other party for any consequential, special, punitive, exemplary, liquidated, incidental, or indirect damages (including, but not limited to, loss of profits or revenue, loss of goodwill, loss of use, increase in financing costs) (collectively, "Consequential Damages") that arise out of or relate to this Proposal even if such party has been advised of the possibility of such Consequential Damages. The limitation set forth in this section shall apply whether the claim is based on contract, tort or other theory.

#### 16. CONCEALED OR UNKNOWN CONDITIONS

If during the course of its work, KONE encounters conditions at the site that are subsurface, differ materially from what is represented in the contract documents, or otherwise concealed physical conditions, KONE shall be entitled to an extension of time and additional costs for the performance of its work, which shall not be subject to any payment conditions or contingencies.

#### 17. TECHNICAL SURVEY

KONE's Price and obligations under this Proposal are subject to a technical survey to be performed on Customer's existing units within 90-days of the effective contract start date. If a safety hazard or code violation is identified during KONE's technical survey, Customer shall immediately remove the unit from service until repairs are performed. KONE is not obligated to perform tests, correct outstanding violations or deficiencies that were not addressed by the prior service provider and/or the owner, or make related necessary repairs or component replacements on the unit. If additional work is necessary, KONE shall provide a separate proposal or recommendation for such work. Customer agrees to indemnify, defend, and hold KONE harmless for any claims arising out of Customer's failure to comply with KONE's recommendations and proposal, and any obligation on the part of KONE to indemnify or defend Customer with regard to such claim shall be null and void. If Customer does not immediately approve KONE's proposal or recommendation, KONE reserves the right to terminate this Proposal/contract without penalty.

#### 18. TERMINATION

If a party materially breaches this Proposal, the other party shall provide written notice of the breach and a reasonable time to cure the breach, but in no event less than 30 days. If the breaching party fails to cure the breach within the specified time period, the non-breaching party may terminate the Proposal upon 15 days written notice to the other party. If KONE notifies Customer of a material breach pursuant to this paragraph, KONE may temporarily suspend its work without liability.

#### 19. GOVERNING LAW AND DISPUTE RESOLUTION

The parties agree that this Proposal shall be governed by the laws of the state where the Project is located, and venue for disputes shall be located in that state. KONE does not agree to participate in arbitration proceedings.

#### 20. PRICE ADJUSTMENT

KONE shall be entitled to an equitable adjustment in the Price, including but not limited to, any increased costs between the time the Contract is signed and the date of manufacture for materials, labor, or shipping, as well as increased costs resulting from any change in law or tariffs.

#### 21. 24/7 EMERGENCY VIDEO COMMUNICATIONS

Applicable only for projects where KONE 24/7 Emergency Video Communications is included: The KONE 24/7 Emergency Video Communications contract addendum and General Terms and Conditions for KONE Digital Services must be signed by the Building Owner. This contract addendum requires the Building Owner to pay a fee for audio, video, and data connectivity. This payment obligation, among other provisions, survives termination of any maintenance agreement.

#### 22. MISCELLANEOUS

This Proposal, including the documents incorporated herein by reference, constitutes the entire agreement of the parties and supersedes all prior negotiations, understandings, and representations whether written or oral in relation to the subject matter hereof. Where a conflict or ambiguity exists between this Proposal and any other contract document (including but not limited to, Customer's drawings and specifications), the terms and conditions of this Proposal shall control. This Proposal may be amended only in writing by the duly authorized representative of both parties. This Proposal may be executed in one or more counterparts. Each counterpart shall be considered an original and all of the counterparts shall constitute a single agreement binding all the parties as if all had signed a single document. For purposes of executing this Proposal, a document signed by electronic means is to be treated as an original document. The failure of either party to insist upon performance or strict performance of any of the terms or conditions of this Proposal shall not be deemed a waiver of any rights or remedies that such party may have or a waiver of any subsequent breach or default under this Proposal. Neither party may assign or transfer the benefit or burden of this Proposal without prior written consent of the other party.





## Appendix 2: Bid Attachment “B” / Site Requirements & Work by Other Trades

The work described below is a summary of work to be performed by others (“Work by Other Trades”) that may be required in conjunction with the elevator modernization performed by KONE (the “Work”). Purchaser shall provide any and all building electrical, structural and mechanical system upgrades required for code compliance, life safety, and proper equipment installation and operation. The Authorities Having Jurisdiction (AHJ) may require additional remedial or preparatory work. All required remedial or preparatory work shall be performed by properly licensed trade contractors in compliance with applicable codes and based on a schedule of performance that allows for uninterrupted progress of the Work. Under no circumstances shall KONE be responsible for any cost associated with the performance of remedial work by others. Purchaser shall provide the following unless specifically included in KONE’s Work:

### 1. GENERAL

Access to the building to perform the Work and for deliveries with dry, protected storage adjacent to the hoistway.

Cutting of existing walls, floors and finishes, together with all repairs made necessary by such cutting or changes, e.g. cutting of lobby walls for flush hall fixtures and removal of encroaching lobby features such as wall-mounted ashtrays. Removal, replacement, and/or repair of any mirrors, millwork, plaster, stone or other special hall finishes.

All work of other trades must be complete and ready at time of first elevator inspection, or elevator will not be released for operation by the AHJ. If the AHJ does allow temporary operation under a Temporary Operating Inspection (TOI), any associated costs shall be Purchaser’s responsibility. Our tender is based on suitable site conditions, material and tooling storage space, and bathroom access being available on site.

Any portion of the Work that is subject to the permissions of local authorities beyond the elevator permits must be identified to KONE. Responsibility for permits to be agreed. Permits and appropriate signage indicating any changes to pedestrian access routes for building users must be in place prior to start of the Work.

Provide and install finished elevator cab flooring. Owner must provide certification that flooring meets flame spread and smoke density requirements. (ASME B17.1/CSA B44 sec 2.14.2.1).

Our proposal includes tear out of existing elevator equipment unless stated otherwise in our proposal. Remove of entrances, if required, is by others unless stated otherwise in our proposal.

KONE is unable to estimate the amount of on-site mechanic labor required to coordinate the work of other trades unless stated otherwise in the proposal. Thus, KONE has not included any additional time and/or costs (outside of the equipment installation and inspection time) for coordination with the life safety system, security system, or any other trades. KONE shall be entitled to an extension of the contract time and/or additional costs incurred by additional time expended for coordination with other trades.

If KONE 24/7 Emergency Video Communications: For units with travel greater or equal to 60 ft (18 m), or if located in a seismic zone and the code year is 2016 or later (regardless the travel): Customer will provide a dedicated Windows-based PC or laptop with Chrome browser and 24-hour/day Internet access. This computer must be accessible by emergency personnel to communicate through voice and text with people in the elevator and to have a video display of the cab interior.

### 2. SAFETY

Emergency evacuation procedures to be clearly defined where required. Subject to site survey and actions agreed.

Provide free-standing, removable, OSHA-compliant barricades capable of withstanding 200lb (890N) of force in all directions around all hoistway openings per OSHA 29 CFR 1926.502, and/or any applicable local code.

Provide and install full-covering entry protection, made of nylon mesh or reinforced plastic, at all hoistway openings to prevent materials or tooling from falling into the elevator shaft during installation per Federal OSHA requirements listed in 29 CFR 1926.502(j). In Canada, where required by Provincial regulation, enclose the front of the hoistway with removable hoarding or screening to prevent material from entering the hoistway. Design and install entrance protection in such a way as to allow quick accessibility in and out of the hoistway.

Provide two (2) lifeline attachments at the top, front of the hoistway. Each must be capable of withstanding a 5000 lbs/2250 kg load per OSHA 29 CFR 1926.502, or any applicable local code. For machine-room-less applications, provide attachments as described above, or install KONE-provided 4” x 4” x 3/8” (100mm x 100mm x 9.6mm) tube steel lifeline beam in the elevator hoistway overhead 10”/254mm from front of hoistway to center line, with bottom of lifeline beam at same elevation as bottom of hoisting I-beam. Lifeline tube steel supplied by KONE by request at no additional cost on US installations only.

Safe working environment must be provided and supported by provision for adequate entrance protection, means of hoisting, hoistway dividing screens, and protection of floors walls and doors etc.

### 3. CONTROL SPACE/MACHINE ROOM

Provide a code-compliant, fire-rated, control space/machine room with access as indicated on the KONE final layout drawings. To include a temporary or permanent door that can be locked from outside. Permanent fire-rated door must be self-closing, self-locking, and require a key to open from outside.

Provide or maintain fire rating as required by building code.

Independent ventilation or an air conditioning system for the elevator machine room, to assure temperature is maintained between 65F/18C degrees and 95F/35C degrees. Maximum allowed humidity is 95% non-condensing.



Fire extinguisher inside machine room.

Minimum clear machine room height of 7'-0"/2130mm.

Must have adequate temporary or permanent lighting for installation purposes. Suitable lighting that provides a minimum of 19 ftc at floor.

Removal of any non-elevator related equipment and materials from within the machine room and proper disposal of oil and other hazardous or non-hazardous substances and materials.

If control space is adjacent to the hoistway, provide all applicable sleeves, or penetrations, located per control space plan view on the KONE final layout drawings.

Provide a clean and dry elevator machine room.

If applicable, provide a governor access door of size and location shown on the KONE final layout drawings. The access door shall be secured against unauthorized access. It shall be self-closing, self-locking and operable from the inside without a key.

#### 4. ELECTRICAL

A properly rated three phase fused disconnect switch, externally operable and lockable in the open position, located as required by code. Accommodate any increases in motor size or feeder loads.

A dedicated 110 VAC fused disconnect switch, externally operable and lockable in the open position adjacent to the machine room door for cab lighting and ventilation, located as required by code.

Shunt-trip disconnect if fire sprinklers are present in machine room or hoistway.

GFI 120 VAC convenience outlets in machine room and pit.

Separate outlet in the pit area if a sump pump is installed.

Telephone line service brought to the elevator machine room for emergency communication device.

Any required RF shielding of TV or radio transmitters, antennae and/or wave-guides.

Conduit with pull boxes from each elevator bank to any remote fire control or communication panels specified.

If required by building code, standby/emergency power, sufficiently sized to provide power of permanent characteristics to each elevator's disconnect, simultaneously, upon loss of regular power, including feeders, transfer switches and auxiliary contact signal outputs to elevator controllers.

Where applicable, provide 220 VAC single-phase temp. power and 115 VAC single-phase temp. power, of permanent characteristics at each elevator landing for lighting and installation method tools.

Locate connection points at elevator hoistway. Consult your KONE representative for confirmation of location and type of temporary power.

Fuses are to be current limiting class RK1 or equivalent. Circuit breakers are to have current-limiting characteristics equivalent to RK1 fuses. Provisions of these fuses are the responsibility of others, not KONE.

Provide a separate 15-amp, 115 VAC fused service with ground (powered by building emergency power system, when available) for KONE 24/7 Emergency Video Communications, when specified. Must include the means to disconnect each service and lock-off in the "open" position (NFPA 70 article 620.22 and 620.53 or CEC article 38.22 and 38.53).

#### 5. HOISTWAY

Provide a clear and plumb hoistway of size shown on approved KONE final layout drawings. Any variations from the detailed dimensions may not exceed 2"/50 mm and may not be less than the clear dimensions detailed (tolerance: -0"/-0mm + 2"/50mm). Provide or maintain fire rating as required by building code.

Our tender is contingent on the results of a laser survey of the elevator hoistway performed by KONE to determine suitable hoistway conditions.

Patching of all holes in hoistway walls with fire rated material.

Beveling all ledges within hoistway measuring over 4"/100mm.

Removal of any non-elevator related equipment and materials from within the hoistway and proper disposal of oil and other hazardous or non-hazardous substances and materials.

A guarded light fixture and light switch in pit. Switch must be located 42"/1065mm above the lowest landing floor level.

A means of displacing water located in the pit and containing and disposing of oil, chemicals, and other substances in compliance with environmental laws and regulations (KONE assumes no responsibility for discharge of oil, chemicals, and other substances into storm water systems, sanitary sewer systems, retention ponds, etc.). Sumps and/or sump pumps (where permitted) located within the pit may not interfere with the elevator equipment. Sumps to be covered with flush mounted, non-combustible cover capable of withstanding 150 lbs per square foot (7 kPa). The sump pump/drain must, at minimum, remove 3,000 gal/h (11.4 m<sup>3</sup>/h) per elevator.

Elevator hoistway ventilation to the outside atmosphere as required by building code.

Provide a legal, dry and clean pit, built per KONE final layout drawings. Pit shall be reinforced to sustain vertical forces detailed on KONE final layout drawings (vertical forces detailed are two times the static loads).





Provide for installation of hoisting I-beam in the elevator hoistway overhead per the KONE final layout drawings. Beam supplied by KONE unless otherwise noted on the layout drawings.

Provide adequate support for guide rail brackets from pit floor to the top of the hoistway. Locate rail backing per KONE final approved layout drawings. When maximum bracket span is exceeded, additional support shall be provided at purchaser's expense. Any bracket mounting surface that is not in line with the clear hoistway dimension detailed on the approved KONE final layout drawings may need to be corrected to meet the proper dimension at purchaser's expense.

If concrete block wall construction, refer to the approved KONE final approved layout drawings for proper installation of rail bracket attachments. Inserts provided by KONE unless otherwise noted on the approved KONE final approved layout drawings. Insert type must be approved by KONE. Concrete masonry units, mortar and grout, shall conform to IBC 2000 or any applicable local code. Concrete masonry units shall have a minimum compressive strength of 1500 PSI (10.5 MPa). Mortar and grout shall have a minimum compressive strength of 2000 PSI (13.8 MPa).

When entrances are being replaced, arrange for entrance walls to be constructed at the time doorframes and sills are installed to facilitate timely installation of hall fixture faceplates.

Entire front wall must be left open at top and bottom landings until elevator equipment is installed. Intermediate landings must have rough openings of the size and location shown on KONE final approved layout drawings to allow installation of entrances. All entrance openings must be aligned vertically. Adequate support for entrance attachment points shall be provided at all landings. Any marble, stone or similar wall material must be prepared after the entrance frames are installed. Provide corridor lines for any marble or "special finish" walls.

When entrances are being replaced, provide elevator landings suitably prepared to accept entrance sill installation per KONE final layout drawings. Grouting to be done by purchaser after sills are installed. Note: Traditional angle or concrete sill support is not required.

If the control space is located remote from the elevator hoistway top landing the following may apply:

1. If applicable, provide machine space access door of the size and in the location shown on the KONE final layout drawings. The access door shall be secured against unauthorized access. It shall be self-closing, self-locking and operable from the inside without a key.
2. Provide suitable lighting in or above the machine space access with light switch located within 18"/457 mm of strike jamb side of access space door where practical. When permitted by state and local code the light switch should also control the machine space lighting.
3. Conductors and cables located outside of the elevator hoistway, machine space and control space, that provide normal or standby

power, car lighting power, car ventilation power, car heating power, car air conditioning power, control signals, communication with the car and fire/heat-detecting systems control signals to Fire Service Access Elevators, shall be protected by construction having a fire-resistance rating of not less than 2 hours (APPLICABLE ONLY IN JURISDICTIONS ENFORCING THE IBC BUILDING CODE OR ANY APPLICABLE LOCAL CODES).

Provide and install GFCI-type receptacle located at machine in the top of the hoistway or in machine room as applicable (NFPA 70 article 620.85 or CEC article 38.85 whichever is applicable).

Provide and install light switch located at manual brake release location: may also be required in control space per local jurisdiction.

## 6. FIRE SERVICE

Fire alarm smoke detectors with wiring and relays in the machine room terminating at elevator controller.

Fire alarm initiating devices must be located in front of each elevator entrance as well as in the machine room and at the top of the hoistway.

Where sprinklers exist in the machine room and/or hoistway, a fire alarm initiating device within 12"/305mm of each sprinkler head.

## 7. ACCESS INTEGRATION/SECURITY

Our proposal includes KONE logic and possible requested provisions for the specified Touchscreen(s), Keypad Destination Operating Panel(s), Monitoring System(s) and Multi-Media Equipment.

Card Readers and/or any additional required hardware & software for proper functionality of access control/security system(s) shall be furnished and installed by others.

Any required software to ensure proper communication between KONE control system(s) and building system(s) shall be the responsibility of others.

A designated 115V 15A circuit is required at each of the remote monitoring stations.

KONE recommends a minimum 100 Mbit/s Ethernet for each of the following application(s): Integrated Touchscreen/Keypad Destination Operating Panels, Monitoring System, Multi-Media Equipment, and Card Readers.







Dedicated to People Flow™



Proposal for

# Albany Airport - #10 - FRB

ALBANY COUNTY AIRPORT AUTHORITY  
Attention: John LaClair

KONE People Flow Solution Proposal  
01/18/2024





Albany Airport Authority  
737 Albany Shaker Road  
Albany, New York 12211

Attn.: John LaClair

**KONE Inc.**  
Albany Office

25 Post Road  
Albany, NY, 12205  
Mobile +1 15182290069  
Work +15184640002  
andrew.dinovo@kone.com  
[www.kone.us](http://www.kone.us)

## 1. Proposal

Dear John LaClair,

We are pleased to enclose, for your review and consideration, KONE's proposal to fully replace your equipment located at the following address: Albany Airport, 737 Albany Shaker Road, Albany, New York.

- This proposal is based on 2024 installation.
- This proposal is valid for (30) days.
- Anticipated downtime: **Approximately** 9 weeks per unit for full replacement + 1 weeks for inspection.

The existing equipment, as outlined below, will be replaced in accordance with the explanation provided herein. Where additional items are made a part of this Proposal, a complete description is provided. Where existing equipment and/or systems are not mentioned, the intent of this Proposal is to reuse said item(s) "as is". The KONE solution includes design, manufacturing, supply and installation of the following:

Equipment name	Solution	Capacity/Speed	Landings/Entrances	<input type="checkbox"/> Elevator	Price
<input type="checkbox"/> MKOF FRB MonoSpace 500 23.2-1	1 x KONE MonoSpace 500 DX	2500 lbs / 150 fpm	Landings: 3 Entrances: 2 front / 1 rear		\$ 300,000.00
<b>Building 1 Total</b>					<b>\$ 300,000.00</b>
<b>Total Sales Price, net excluding TAX</b>					<b>\$ 300,000.00</b>

## 2. Validity of proposal

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

Please know that we are available to assist you in coordinating the work by others as further described in our "Bid Attachment B". Should you have any questions or require additional information, please feel free to contact me directly.



We look forward to hearing from you and working together on this project.

Yours sincerely,

Andrew N. DiNovo  
Sr. Sales Executive



### 3. Your Solution

#### Elevator Technical Specification

MKOF FRB MonoSpace 500 23.2-1

##### Base solution

KONE Solution	KONE MonoSpace 500 DX
Machinery location	Guiderail-mounted in overhead of hoistway
Capacity (lb)	2500
Speed (fpm)	150
Travel height (ft)	26 ft 6 in
Stops	3
Front entrances	2
Rear entrances	1
Control system	Full collective Simplex
IBC seismic design Category	B
Value (IP) (SDS)	0
Regulations	ASME A17.1-2016
KONE Environmental Product Declarations	<a href="https://www.kone.com/en/products-and-services/green-building/lifecycle-impact-assessments/">https://www.kone.com/en/products-and-services/green-building/lifecycle-impact-assessments/</a>

##### Shaft construction

Shaft size (W x D) (ft)	8 ft 4 in x 7 ft 3 in
Pit depth (ft)	4 ft 1 in
Clear Height under Ceiling (ft)	14 ft 2 in
Headroom Bracket attach type B side	Expansion anchor, CMU (11)
Headroom Bracket attach type D side	Expansion anchor, CMU (11)

##### Mechanical components & machinery

Power supply, machinery (V / Hz)	208 / 60
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##### Car and doors

Car size (WxDxH) (in)	6 ft 0.047 in wide x 4 ft 11.843 in deep x 8 ft 0 in high
Door opening dimensions (WxH) (ft)	3 ft 6 in x 7 ft 0 in
Controller location	1st floor Hoistway to controller (horz) [ft]: 35

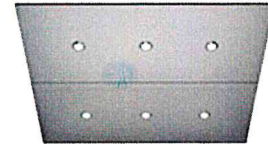


**Materials and design**

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

**Elevator MKOF FRB MonoSpace 500 23.2-1**

Car walls	Local Decoration
Front wall	#4 Brushed Stainless Steel, pan type door
Ceiling	Round, LED spotlights (CL88) #4 Brushed Stainless Steel
Flooring by others	Maximum floor thickness: 0.5 in Maximum floor weight: 3 lb/ft <sup>2</sup>
Handrail	Round, straight ends (HR61) #4 Brushed Stainless Steel Handrail on side walls
Skirting	#4 Brushed Stainless Steel
Car Fan	Fan Required
Protection pads	KONE standard pads and hooks included



**Local decoration**

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Maximum cab finish weight allowance	500 lbs
Door type	Single-speed, center-opening
Entrance equipment	The existing hoistway entrances and hoistway door panels shall be retained and reused in place.
Door material	#4 Brushed Stainless Steel
Sill material	Aluminum
Number of car operating panels (COP)	2





COP details  
 Dot matrix  
 Flush  
 #4 Brushed Stainless Steel  
 Vertical (VER)  
 Media screen all in 1 (CM3)

Panel 2 type  
 Dot matrix  
 Bottom

Jamb mounted destination indicator  
 Car Lantern (jamb-mounted) included

Signalization Series  
 KSS570 series signalization



**Additional Options**

24/7 Emergency Communications  
 Yes

Hall/Lobby panel included  
 No

Locking of car calls switch type  
 Card Reader Provisions

**Hazard Avoidance**

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



Operation of car ventilation KONE Standard Fan

Landing	Floor Marking	Landing Sill Material	Finish	Entrance Frame type	Hall Lantern / Position Indicator
3 Front	3	Retained	Retained		None
2 Front	*2	Retained	Retained		Lantern / Position Indicator
1 Rear	1	Retained	Retained		Lantern / Position Indicator

#### 4. Project-Specific Clarifications

This proposal includes provisions for KONE 24/7 Emergency Video Communications, which fully meets the intent of IBC 2018 and ASME A17.1 2019 code. In addition to the two-way audio communication, it allows for text-based two-way communication between the elevator cab and the KONE Customer Care Center as well as means to visually verify if the cab is occupied when an emergency call is placed. This solution is turn-key and code compliant, and includes the following:

- Hardware that enables audio and text-based two-way communication and video into the elevator cab, including touchscreen mounted in the car operating panel, camera, and all related wiring
- Wireless communication to KONE Customer Care Center is provided by KONE. No additional data and voice network or phone line is required to be provided by others
- 4-hour battery backup of both of in-car communication devices, wireless data, and voice network
- 24 hour-a-day, 7-day-a-week monitoring of elevator by KONE Customer Care Center

A valid service contract with KONE, including KONE 24/7 Emergency Video Communications and KONE 24/7 Connected Services, must be active. These services are included in the proposal for the duration of the warranty maintenance period. The KONE 24/7 Emergency Video Communications contract addendum and General Terms and Conditions for KONE Digital Services, which define the fees for the audio, video, and data connections, must be signed by the Building Owner. The payment obligation, among other provisions, survives termination of any maintenance agreement. Sufficient AT&T or Verizon cellular in the United States, or Rogers Roaming in Canada, connectivity in the control space and a dedicated 110V disconnect are required to be provided by others to enable KONE 24/7 Emergency Video Communications.

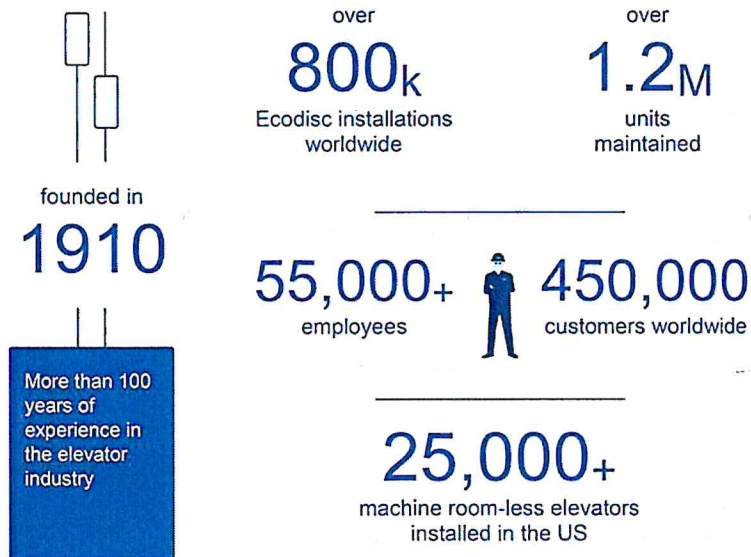


## 5. Why KONE?

### KONE in brief

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

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



### KONE MonoSpace®

Replacement of in-ground hydraulic elevator system(s) or geared traction elevators systems(s) with a flexible machine room-less traction elevator solution offers many benefits:

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



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

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



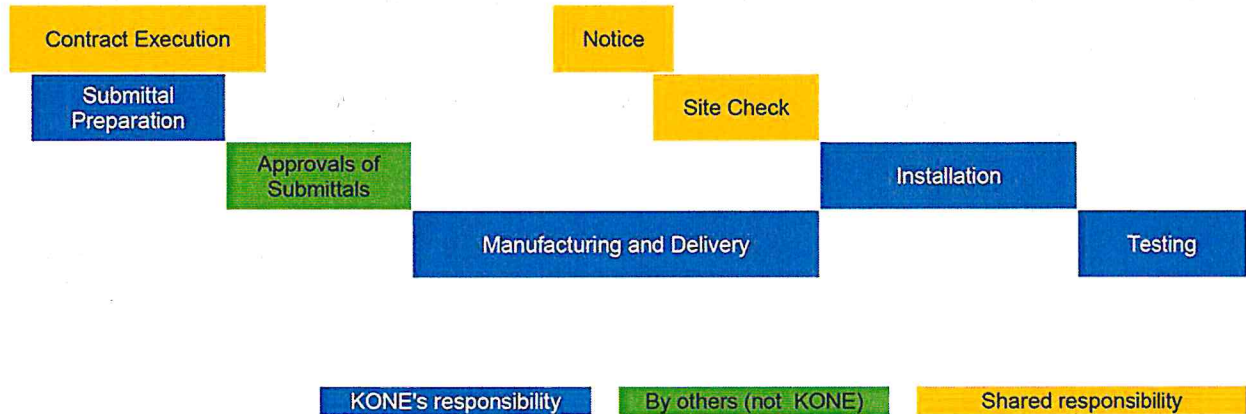
Read more at  
[kone.us/connected](https://kone.us/connected)



## 6. Ensuring Project Success

### Project Schedule Overview

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



Activity	Duration	Description
Preparation of Submittals	2 weeks	From receipt of contract and first payment.
Contract Review	6 weeks	From receipt of full contract package. All referenced documents required.
Approval of Submittals	TBD	Mutually agreeable time to incorporate changes to the layout and approve the submittals. Approval of Submittals means notification in writing, by the Customer or Customer's Agent, that all submittals are approved, and manufacturing may commence. All finishes and features are to be confirmed at the time of submittal approval.
Manufacturing and Delivery	15 weeks	From receipt of submittal approval and an executed contract. KONE's policy is to release equipment to Manufacturing after the contract is fully executed by both parties. Note: KONE's factory has two-week shutdown over the months of July and December. Any manufacturing duration that falls during these months shall add two weeks to the manufacturing time. Delivery times may be extended due to delays caused by measures undertaken to stop the spreading of the Coronavirus (2019-nCoV) epidemic, availability of personnel, logistics providers, and supply chains.
Notice to commence on site and site check	2 weeks	Prior to starting the installation, KONE requires a two-week notice to inspect the site to ensure it fulfils the requirements set by KONE for commencing installation. Site Check will be performed in the two weeks before installation begins.
Installation	*** weeks	Only after the site has passed the Site Check inspection, the installation can start. Duration is per unit. If multiple units need to be installed at the same time, a Foreman will be required at additional cost - based on availability.
Testing and Commissioning	1-2 weeks	Clean 3-phase power, active phone line to the controller, and all life safety provided by others is required prior to testing / commissioning.





## Site Preparation

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

- 1 Adequate access for delivery of elevator material + clean/dry 21' x 56' storage space per elevator.
- 2 The hoistway, pit, and machine room must be clean, dry, and constructed per the approved KONE final layout drawings. Any required support for guide rail brackets, divider beams and divider screens from pit floor to the top of the hoistway will be provided by others. Note: bracket support points may be required between floors. The hoistway must be plumb according to tolerances listed on KONE Final approved layout drawings.
- 3 Removable, OSHA approved barricades must be provided around all hoistway openings. Provide and install full entrance protection, made of nylon mesh or reinforced plastic at all hoistway openings per OSHA 1346 1926.502(j). Design and install entrance protection in such a way as to allow quick accessibility in and out of the hoistway.
- 4 Permanent or temporary three-phase and single-phase power of permanent characteristics with disconnect switches.
- 5 A hoist beam and safety beam (furnished by KONE) must be cut to size and installed in the elevator overhead per the approved KONE final layout drawings (hoistbeam capable of supporting the load requirement noted in our shop drawings).
- 6 Applicable work areas must have adequate lighting.
- 7 Finished floor marks must be visible from the hoistway openings at all landings.

## Warranty / maintenance

Our Proposal includes 12 months of KONE standard maintenance with KONE 24/7 Connected Services, including regular time callback service.

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

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



## Price Adjustment

KONE shall be entitled to an equitable adjustment in the Price, including but not limited to, any increased costs between the time the Contract is signed and the date of manufacture for materials, labor, or shipping, as well as increased costs resulting from any change in law or tariffs.

## Payment terms

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

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

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

## Sourcing

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

## Confidentiality

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

## Completion

**The price is based on KONE completing its work by December 31, 2024,** and a material manufacturing start, no later than six months from the date of this Proposal. The standard wage rate is assumed. If KONE's on-site work is not completed in the above calendar year (due to delays by others), you will be responsible for the labor rate increase that occurs on January 1st of each following year.

## Storage/delivery/remobilization

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





## Operator time

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

## Hoistway cleaning

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

## Other trade work

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

## Phone

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

## Inspections

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

## Changes to the work

KONE shall not be required to proceed with any Customer requested change to its Work ("Extra Work") until such Extra Work is evidenced in a mutually acceptable Change Order and signed by both parties. This includes, but is not limited to, any changes or revisions, accelerations, resequencing, suspension of KONE's schedule of Work or other delays outside of KONE's control. However, should KONE agree to proceed with Extra Work pursuant to a Construction Change Directive or Field Order without a fully executed Change Order, such agreement by KONE is conditioned on the Extra Work being converted promptly to a fully executed Change Order. KONE shall not be obligated to continue performance of Extra Work if the estimated value of unexecuted Change Orders exceeds 10% of the Agreement Price, or if there is a reasonable safety concern, a product limitation, or it is unreasonable to proceed. No action by KONE, including but not limited to KONE performing Extra Work without an executed Change Order, shall be construed to be a waiver of Subcontractor's right to seek payment for the Extra Work performed, or to obtain a Change Order at a later date. Customer shall remain directly liable to KONE for payment for changed or Extra Work ordered by the Customer for delays caused by Customer or others subordinated to Customer.



## 7. Proposal Acceptance

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

Project Name: Albany Airport - #10 - FRB

Proposal No: T-0007087557

Site Address: , , , New York

Total Sales Price: \$300,000.00

**Customer**

---

ALBANY COUNTY AIRPORT AUTHORITY

Date

Signature

Printed name





## Appendix 1: Bid Attachment "A" / KONE Inc. General Terms and Conditions (Modernization)

### 1. APPLICATION OF THESE TERMS

The parties agree to be bound by the terms and conditions contained in the Bid Letter, this Bid Attachment A and Bid Attachment B, including the documents incorporated herein by reference (collectively, the "Proposal").

### 2. SPECIAL PURCHASING REQUIREMENTS

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

### 3. PROPOSAL CONDITIONS

The Proposal shall be open for acceptance within the period stated in the Bid Letter or, when no period is stated, for a period of 30 days from the date of the Bid Letter. Prior to commencing manufacture of the equipment described in the Bid Letter ("Equipment"), KONE must have (i) a fully executed contract; (ii) a schedule acceptable to KONE identifying the Equipment installation start date, or alternatively, KONE's letter specifying the ship date ("Ship Date Letter") signed by Customer, which, as applicable, is incorporated by reference herein; (iii) the first payment in Section 4 herein; and (iv) fully approved KONE layouts.

### 4. PAYMENT TERMS

Payment of the total Price is due within 30 days from invoice date, as follows:

- 30% of the Price for engineering, site management, and overhead, billable and due upon execution of this Proposal or receipt of the subcontract;
- 50% of the Price for material and shipping, billable and due upon delivery of material to the jobsite or KONE Distribution Center;
- 20% of the Price for Equipment installation, billable and due at the billing cycle following the start of installation.

KONE imposes a surcharge for payments made via credit card that is not greater than our cost of acceptance. The surcharge that we impose for this type of transaction is a percentage of the amount paid via credit card, which will be notified to the Customer at the payment portal. KONE reserves the right to delay, suspend, or stop the work, including manufacturing, delivery, installation and/or Equipment turnover, for non-payment, without liability to KONE or being held in default. Simple interest at 1.5% per month shall be charged on amounts not paid when due. Payments to KONE are not contingent on any third-party payments to Customer. Customer shall reimburse KONE for all costs of collection, including courts costs and reasonable attorneys' fees.

Prior to turnover, KONE must be paid in full, less 10% maximum retention, the Price including all change orders. Retention shall be due and payable within 30 days of execution of the Uniform Final Acceptance or Equipment turnover, whichever occurs first. If certified payroll reporting is required, KONE will submit the requested reporting in the format of the U.S. Department of Labor form WH 347 & WH 348. The Price does not include Textura or any other special billing requirements, which can be added via change order at a rate of 0.3% of the Price.

### 5. INSTALLATION

Customer shall be responsible for procurement and cost of all permits, except permits related to installation of the Equipment. Where KONE's scope of work or other responsibilities include the obligation to utilize materials and/or finishes resembling or identical to those pre-existing in the building, KONE shall use reasonable efforts to procure such materials and Customer acknowledges and accepts that the materials and/or finishes reasonably available may not be in all respects identical to those pre-existing in the building. This Proposal is conditioned upon KONE using its standard installation method. The installation of the Equipment shall start after Customer has completed all work set forth in Bid Attachment B and any other documents describing site requirements ("Site Requirements"), all of which are incorporated by reference herein. Within two (2) weeks prior to the scheduled delivery date for KONE's materials, KONE shall conduct a standard visual site survey to verify that the Site Requirements are complete and notify Customer if there are outstanding deficiencies preventing KONE from beginning installation.

KONE's site survey may include, but is not limited to, inspection of site access, working and safety conditions on site, wear and tear of any existing structures or surfaces, and planning of any dismantling or removal of existing equipment, components and materials, where applicable. KONE shall not be deemed to have surveyed any hidden structures, latent defects, subsurface conditions, or other non-visible matters, including but not limited to searching for hazardous substances and/or materials, which shall be subject to Section 16. If KONE's site survey reveals any deficiencies, KONE shall be entitled to delay the start of installation and Customer shall be responsible for all additional costs incurred by KONE, including without limitation, costs associated with: labor reallocation, re-directing materials to and storage in a KONE Distribution Center, additional labor for double handling of materials, and additional trucking, freight and insurance. Once the Site Requirements are completed, the start of installation shall be subject to the availability of labor and the delivery of material, if applicable.

KONE's work shall be performed during regular union working hours of regular working days, Monday to Friday, statutory holidays excluded. If overtime is mutually agreed upon and performed, the additional costs for such work shall be added to the Price at KONE's standard overtime rates. If the installation cannot be performed in an uninterrupted manner for any reason beyond KONE's control, Customer shall store the Equipment at Customer's cost and compensate KONE for any costs caused by such delay including, but not limited to, double handling of Equipment and demobilization. KONE shall not be required to perform overtime or any Customer directed change to its work ("Extra Work") without an executed change order. No action by KONE, including but not limited to, performing Extra Work without an executed change order, shall be a waiver of KONE's right to seek payment for Extra Work performed.

KONE shall be entitled to an extension of time and an equitable adjustment in the Price, including but not limited to, any increased costs of labor, including overtime, resulting from any change of schedule, re-direction of KONE personnel to another work area, acceleration, or out of sequence work.

KONE shall take reasonable methods to protect its work-in-place while KONE is actively on site and until execution of a KONE Uniform Final Acceptance, which is incorporated by reference herein. Should damage occur to KONE property, material or work-in-place by fire, water, theft or vandalism, Customer shall compensate KONE for said damages.





Additionally, the Customer is solely responsible for ensuring that the equipment maintenance contractor, if not KONE, does not disturb, delay or interfere with KONE's work. KONE shall abide by Customer's safety policies and procedures to the extent such policies and procedures are not in conflict with KONE's Safety Policy. Testing and/or security features of Equipment must be completed before Equipment turnover. KONE is not responsible for damages, either to Equipment or the building, or for any personal injury or death, arising out of or resulting from any code required safety tests performed on Equipment or hoistway access granted by Customer to other trades.

#### 6. TEMPORARY USE

Temporary use of certain types of Equipment may be permitted, provided the use period allows adequate time for Equipment restoration for final turnover and Customer executes KONE's Temporary Use Agreement. Temporary use shall be invoiced separately and subject to payment terms in Section 4 herein. At the end of temporary use, Customer shall return the Equipment to KONE in "like new" condition.

#### 7. HAZARDOUS MATERIALS

KONE's work shall not include any abatement or disturbance of asbestos containing material ("ACM"), presumed asbestos containing materials ("PACM"), or other hazardous materials (i.e. lead, PCBs) (collectively "HazMat"). KONE shall have the right to discontinue its work in any location where suspected HazMat is encountered or disturbed. Any HazMat removal or abatement, or delays caused by such, required in order for KONE to perform its work shall be Customer's sole responsibility and expense. Should any HazMat abatement occur within the shaft or machine room, Customer shall execute KONE's Hoistway or Pit Access Request. If any HazMat is known to be present on site before the start of work, HazMat removal or abatement shall be completed prior to KONE scheduling installation and delivering material.

#### 8. TITLE AND RISK TO EQUIPMENT

Title to and ownership of all Equipment intended for incorporation in KONE's work, whether installed or stored on or off site, shall remain with KONE until final payment is made. Risk of loss in KONE's work and Equipment passes to Customer upon delivery to the site or off-site storage.

Any tools, devices, or other equipment that KONE uses to perform its work or monitor the Equipment remains the sole property of KONE. If this Proposal terminates or expires for any reason, Customer will give KONE access to the premises to remove such tools, devices or equipment at KONE's expense.

#### 9. TURNOVER

Prior to turnover, KONE must receive a final punch list. Upon turnover, KONE requires a signed Uniform Final Acceptance. KONE shall provide its standard electronic O&M manuals with CD-ROMs in electronic format, if applicable, upon execution of the Uniform Final Acceptance. Standard KONE samples shall be provided upon request. No mock-ups or video training are included in the Price.

#### 10. DELAY

KONE shall not be liable for any loss, damage, claim, or delay due to any cause beyond KONE's control, including, but not limited to, acts of domestic or foreign government (including a change in law), strikes, lockouts, work interruption or other labor disturbance, delays caused by others, fire, explosion, theft, floods, inclement weather, riot, civil commotion, war, malicious mischief, infectious diseases, epidemic, pandemic, quarantine, border or port of entry and exit restrictions or acts of God.

In the event of such delays, KONE shall be entitled to an extension in time equal to the length of such delay affecting KONE and an equitable adjustment in the Price. Customer shall compensate KONE for labor and material cost escalations resulting from Project delays not caused by KONE, which extend completion of KONE's work beyond the end of the current calendar year. Customer is on notice that IUEC labor rates increase annually.

#### 11. LIMITED WARRANTY

For one (1) year after the acceptance date set forth in the signed Uniform Final Acceptance, date of Equipment turnover, or date of Customer's use of Equipment (unless such use is pursuant to the Temporary Use Agreement), whichever occurs first, KONE warrants Equipment against defect in workmanship and material. The warranty excludes remedy for damage or defect caused by abuse, misuse, vandalism, neglect; repairs, alteration or modifications not executed by KONE; improper or insufficient maintenance, improper operation, characteristics of the building such as electrical power or security features, natural or other catastrophe such as flood, fire, or storm, or normal wear and tear and normal usage. The warranty excludes training or instruction in the proper operation or maintenance of Equipment. Specific noise ratings and energy efficiencies cannot be guaranteed due to different building characteristics and ambient noise levels. Customer's remedy is limited to repair or replacement of a defective part, in KONE's sole discretion, and excludes labor.

#### 12. INDEMNIFICATION

KONE shall only indemnify and hold Customer harmless for claims, damages, losses or expenses, but excluding loss of use ("Claims") due to bodily injury, including death, or tangible property damage (other than the Project or KONE's work itself) to the extent caused by KONE's negligent acts or omissions. KONE shall not indemnify Customer for any other Claims. Customer agrees to indemnify and hold KONE harmless from any Claim for bodily injury, including death, or tangible property damage in connection with the use or operation of the Equipment. Each party shall defend itself in the event of a Claim.

#### 13. INTELLECTUAL PROPERTY

KONE shall retain title and ownership of all intellectual property rights relating (directly or indirectly) to the Equipment provided by KONE, including but not limited to software or firmware (whether in the form of source code, object code or other), drawings, technical documentation, or other technical information delivered under the Proposal. KONE grants Customer a non-exclusive and non-transferable license and right to use the software and firmware in connection with the use and maintenance of the Equipment. Customer shall not use any drawings, technical documentation or other technical information supplied by or on behalf of KONE for any purposes other than those directly related to the Proposal or to the use and maintenance of the Equipment. Customer shall not in any form copy, modify or reverse engineer the software, or give access to the software for such use to any third party without KONE's prior written consent.



#### 14. INSURANCE

In lieu of any Customer insurance requirements, KONE shall provide its standard certificate of insurance, which shall be deemed to satisfy all insurance requirements for this Project. KONE shall not provide loss runs, insurance rate information, copies of its insurance policies or any other information which KONE considers confidential. KONE shall not provide coverage for professional (E&O) liability, pollution liability, data privacy/security, or no-fault medical payments. If the Project is covered by a Wrap Up Insurance Program, KONE agrees to participate provided there is no cost to KONE, no reduction in the Price, and subject to KONE's review of the proposed program. If KONE's primary limits are sufficient to satisfy insurance coverage requirements, excess/umbrella liability will not be required or if excess/umbrella is required, KONE's excess coverage does not follow form although typically provides broader coverage than KONE's primary policies. The excess coverage is not AM Best Rated nor licensed to do business within the jurisdiction although the carrier has strong Standard & Poor's and Moody's financial ratings that may be evidenced upon request.

#### 15. LIMITATION OF LIABILITY

In no event shall either party be liable to the other party for any consequential, special, punitive, exemplary, liquidated, incidental, or indirect damages (including, but not limited to, loss of profits or revenue, loss of goodwill, loss of use, increase in financing costs) (collectively, "Consequential Damages") that arise out of or relate to this Proposal even if such party has been advised of the possibility of such Consequential Damages. The limitation set forth in this section shall apply whether the claim is based on contract, tort or other theory.

#### 16. CONCEALED OR UNKNOWN CONDITIONS

If during the course of its work, KONE encounters conditions at the site that are subsurface, differ materially from what is represented in the contract documents, or otherwise concealed physical conditions, KONE shall be entitled to an extension of time and additional costs for the performance of its work, which shall not be subject to any payment conditions or contingencies.

#### 17. TECHNICAL SURVEY

KONE's Price and obligations under this Proposal are subject to a technical survey to be performed on Customer's existing units within 90-days of the effective contract start date. If a safety hazard or code violation is identified during KONE's technical survey, Customer shall immediately remove the unit from service until repairs are performed. KONE is not obligated to perform tests, correct outstanding violations or deficiencies that were not addressed by the prior service provider and/or the owner, or make related necessary repairs or component replacements on the unit. If additional work is necessary, KONE shall provide a separate proposal or recommendation for such work. Customer agrees to indemnify, defend, and hold KONE harmless for any claims arising out of Customer's failure to comply with KONE's recommendations and proposal, and any obligation on the part of KONE to indemnify or defend Customer with regard to such claim shall be null and void. If Customer does not immediately approve KONE's proposal or recommendation, KONE reserves the right to terminate this Proposal/contract without penalty.

#### 18. TERMINATION

If a party materially breaches this Proposal, the other party shall provide written notice of the breach and a reasonable time to cure the breach, but in no event less than 30 days. If the breaching party fails to cure the breach within the specified time period, the non-breaching party may terminate the Proposal upon 15 days written notice to the other party. If KONE notifies Customer of a material breach pursuant to this paragraph, KONE may temporarily suspend its work without liability.

#### 19. GOVERNING LAW AND DISPUTE RESOLUTION

The parties agree that this Proposal shall be governed by the laws of the state where the Project is located, and venue for disputes shall be located in that state. KONE does not agree to participate in arbitration proceedings.

#### 20. PRICE ADJUSTMENT

KONE shall be entitled to an equitable adjustment in the Price, including but not limited to, any increased costs between the time the Contract is signed and the date of manufacture for materials, labor, or shipping, as well as increased costs resulting from any change in law or tariffs.

#### 21. 24/7 EMERGENCY VIDEO COMMUNICATIONS

Applicable only for projects where KONE 24/7 Emergency Video Communications is included: The KONE 24/7 Emergency Video Communications contract addendum and General Terms and Conditions for KONE Digital Services must be signed by the Building Owner. This contract addendum requires the Building Owner to pay a fee for audio, video, and data connectivity. This payment obligation, among other provisions, survives termination of any maintenance agreement.

#### 22. MISCELLANEOUS

This Proposal, including the documents incorporated herein by reference, constitutes the entire agreement of the parties and supersedes all prior negotiations, understandings, and representations whether written or oral in relation to the subject matter hereof. Where a conflict or ambiguity exists between this Proposal and any other contract document (including but not limited to, Customer's drawings and specifications), the terms and conditions of this Proposal shall control. This Proposal may be amended only in writing by the duly authorized representative of both parties. This Proposal may be executed in one or more counterparts. Each counterpart shall be considered an original and all of the counterparts shall constitute a single agreement binding all the parties as if all had signed a single document. For purposes of executing this Proposal, a document signed by electronic means is to be treated as an original document. The failure of either party to insist upon performance or strict performance of any of the terms or conditions of this Proposal shall not be deemed a waiver of any rights or remedies that such party may have or a waiver of any subsequent breach or default under this Proposal. Neither party may assign or transfer the benefit or burden of this Proposal without prior written consent of the other party.





## Appendix 2: Bid Attachment “B” / Site Requirements & Work by Other Trades

The work described below is a summary of work to be performed by others (“Work by Other Trades”) that may be required in conjunction with the elevator modernization performed by KONE (the “Work”). Purchaser shall provide any and all building electrical, structural and mechanical system upgrades required for code compliance, life safety, and proper equipment installation and operation. The Authorities Having Jurisdiction (AHJ) may require additional remedial or preparatory work. All required remedial or preparatory work shall be performed by properly licensed trade contractors in compliance with applicable codes and based on a schedule of performance that allows for uninterrupted progress of the Work. Under no circumstances shall KONE be responsible for any cost associated with the performance of remedial work by others. Purchaser shall provide the following unless specifically included in KONE’s Work:

### 1. GENERAL

Access to the building to perform the Work and for deliveries with dry, protected storage adjacent to the hoistway.

Cutting of existing walls, floors and finishes, together with all repairs made necessary by such cutting or changes, e.g. cutting of lobby walls for flush hall fixtures and removal of encroaching lobby features such as wall-mounted ashtrays. Removal, replacement, and/or repair of any mirrors, millwork, plaster, stone or other special hall finishes.

All work of other trades must be complete and ready at time of first elevator inspection, or elevator will not be released for operation by the AHJ. If the AHJ does allow temporary operation under a Temporary Operating Inspection (TOI), any associated costs shall be Purchaser’s responsibility. Our tender is based on suitable site conditions, material and tooling storage space, and bathroom access being available on site.

Any portion of the Work that is subject to the permissions of local authorities beyond the elevator permits must be identified to KONE. Responsibility for permits to be agreed. Permits and appropriate signage indicating any changes to pedestrian access routes for building users must be in place prior to start of the Work.

Provide and install finished elevator cab flooring. Owner must provide certification that flooring meets flame spread and smoke density requirements. (ASME B44 sec 2.14.2.1).

Our proposal includes tear out of existing elevator equipment unless stated otherwise in our proposal. Remove of entrances, if required, is by others unless stated otherwise in our proposal.

KONE is unable to estimate the amount of on-site mechanic labor required to coordinate the work of other trades unless stated otherwise in the proposal. Thus, KONE has not included any additional time and/or costs (outside of the equipment installation and inspection time) for coordination with the life safety system, security system, or any other trades. KONE shall be entitled to an extension of the contract time and/or additional costs incurred by additional time expended for coordination with other trades.

If KONE 24/7 Emergency Video Communications: For units with travel greater or equal to 60 ft (18 m), or if located in a seismic zone and the code year is 2016 or later (regardless the travel): Customer will provide a dedicated Windows-based PC or laptop with Chrome browser and 24-hour/day Internet access. This computer must be accessible by emergency personnel to communicate through voice and text with people in the elevator and to have a video display of the cab interior.

### 2. SAFETY

Emergency evacuation procedures to be clearly defined where required. Subject to site survey and actions agreed.

Provide free-standing, removable, OSHA-compliant barricades capable of withstanding 200lb (890N) of force in all directions around all hoistway openings per OSHA 29 CFR 1926.502, and/or any applicable local code.

Provide and install full-covering entry protection, made of nylon mesh or reinforced plastic, at all hoistway openings to prevent materials or tooling from falling into the elevator shaft during installation per Federal OSHA requirements listed in 29 CFR 1926.502(j). In Canada, where required by Provincial regulation, enclose the front of the hoistway with removable hoarding or screening to prevent material from entering the hoistway. Design and install entrance protection in such a way as to allow quick accessibility in and out of the hoistway.

Provide two (2) lifeline attachments at the top, front of the hoistway. Each must be capable of withstanding a 5000 lbs/2250 kg load per OSHA 29 CFR 1926.502, or any applicable local code. For machine-room-less applications, provide attachments as described above, or install KONE-provided 4" x 4" x 3/8" (100mm x 100mm x 9.6mm) tube steel lifeline beam in the elevator hoistway overhead 10"/254mm from front of hoistway to center line, with bottom of lifeline beam at same elevation as bottom of hoisting I-beam. Lifeline tube steel supplied by KONE by request at no additional cost on US installations only.

Safe working environment must be provided and supported by provision for adequate entrance protection, means of hoisting, hoistway dividing screens, and protection of floors walls and doors etc.

### 3. CONTROL SPACE/MACHINE ROOM

Provide a code-compliant, fire-rated, control space/machine room with access as indicated on the KONE final layout drawings. To include a temporary or permanent door that can be locked from outside. Permanent fire-rated door must be self-closing, self-locking, and require a key to open from outside.

Provide or maintain fire rating as required by building code.

Independent ventilation or an air conditioning system for the elevator machine room, to assure temperature is maintained between 65F/18C degrees and 95F/35C degrees. Maximum allowed humidity is 95% non-condensing.





Fire extinguisher inside machine room.

Minimum clear machine room height of 7'-0"/2130mm.

Must have adequate temporary or permanent lighting for installation purposes. Suitable lighting that provides a minimum of 19 ftc at floor.

Removal of any non-elevator related equipment and materials from within the machine room and proper disposal of oil and other hazardous or non-hazardous substances and materials.

If control space is adjacent to the hoistway, provide all applicable sleeves, or penetrations, located per control space plan view on the KONE final layout drawings.

Provide a clean and dry elevator machine room.

If applicable, provide a governor access door of size and location shown on the KONE final layout drawings. The access door shall be secured against unauthorized access. It shall be self-closing, self-locking and operable from the inside without a key.

#### 4. ELECTRICAL

A properly rated three phase fused disconnect switch, externally operable and lockable in the open position, located as required by code. Accommodate any increases in motor size or feeder loads.

A dedicated 110 VAC fused disconnect switch, externally operable and lockable in the open position adjacent to the machine room door for cab lighting and ventilation, located as required by code.

Shunt-trip disconnect if fire sprinklers are present in machine room or hoistway.

GFI 120 VAC convenience outlets in machine room and pit.

Separate outlet in the pit area if a sump pump is installed.

Telephone line service brought to the elevator machine room for emergency communication device.

Any required RF shielding of TV or radio transmitters, antennae and/or wave-guides.

Conduit with pull boxes from each elevator bank to any remote fire control or communication panels specified.

If required by building code, standby/emergency power, sufficiently sized to provide power of permanent characteristics to each elevator's disconnect, simultaneously, upon loss of regular power, including feeders, transfer switches and auxiliary contact signal outputs to elevator controllers.

Where applicable, provide 220 VAC single-phase temp. power and 115 VAC single-phase temp. power, of permanent characteristics at each elevator landing for lighting and installation method tools.

Locate connection points at elevator hoistway. Consult your KONE representative for confirmation of location and type of temporary power.

Fuses are to be current limiting class RK1 or equivalent. Circuit breakers are to have current-limiting characteristics equivalent to RK1 fuses. Provisions of these fuses are the responsibility of others, not KONE.

Provide a separate 15-amp, 115 VAC fused service with ground (powered by building emergency power system, when available) for KONE 24/7 Emergency Video Communications, when specified. Must include the means to disconnect each service and lock-off in the "open" position (NFPA 70 article 620.22 and 620.53 or CEC article 38.22 and 38.53).

#### 5. HOISTWAY

Provide a clear and plumb hoistway of size shown on approved KONE final layout drawings. Any variations from the detailed dimensions may not exceed 2"/50 mm and may not be less than the clear dimensions detailed (tolerance: -0"/-0mm + 2"/50mm). Provide or maintain fire rating as required by building code.

Our tender is contingent on the results of a laser survey of the elevator hoistway performed by KONE to determine suitable hoistway conditions.

Patching of all holes in hoistway walls with fire rated material.

Beveling all ledges within hoistway measuring over 4"/100mm.

Removal of any non-elevator related equipment and materials from within the hoistway and proper disposal of oil and other hazardous or non-hazardous substances and materials.

A guarded light fixture and light switch in pit. Switch must be located 42"/1065mm above the lowest landing floor level.

A means of displacing water located in the pit and containing and disposing of oil, chemicals, and other substances in compliance with environmental laws and regulations (KONE assumes no responsibility for discharge of oil, chemicals, and other substances into storm water systems, sanitary sewer systems, retention ponds, etc.). Sumps and/or sump pumps (where permitted) located within the pit may not interfere with the elevator equipment. Sumps to be covered with flush mounted, non-combustible cover capable of withstanding 150 lbs per square foot (7 kPa). The sump pump/drain must, at minimum, remove 3,000 gal/h (11.4 m3/h) per elevator.

Elevator hoistway ventilation to the outside atmosphere as required by building code.

Provide a legal, dry and clean pit, built per KONE final layout drawings. Pit shall be reinforced to sustain vertical forces detailed on KONE final layout drawings (vertical forces detailed are two times the static loads).



Provide for installation of hoisting I-beam in the elevator hoistway overhead per the KONE final layout drawings. Beam supplied by KONE unless otherwise noted on the layout drawings.

Provide adequate support for guide rail brackets from pit floor to the top of the hoistway. Locate rail backing per KONE final approved layout drawings. When maximum bracket span is exceeded, additional support shall be provided at purchaser's expense. Any bracket mounting surface that is not in line with the clear hoistway dimension detailed on the approved KONE final layout drawings may need to be corrected to meet the proper dimension at purchaser's expense.

If concrete block wall construction, refer to the approved KONE final approved layout drawings for proper installation of rail bracket attachments. Inserts provided by KONE unless otherwise noted on the approved KONE final approved layout drawings. Insert type must be approved by KONE. Concrete masonry units, mortar and grout, shall conform to IBC 2000 or any applicable local code. Concrete masonry units shall have a minimum compressive strength of 1500 PSI (10.5 MPa). Mortar and grout shall have a minimum compressive strength of 2000 PSI (13.8 MPa).

When entrances are being replaced, arrange for entrance walls to be constructed at the time doorframes and sills are installed to facilitate timely installation of hall fixture faceplates.

Entire front wall must be left open at top and bottom landings until elevator equipment is installed. Intermediate landings must have rough openings of the size and location shown on KONE final approved layout drawings to allow installation of entrances. All entrance openings must be aligned vertically. Adequate support for entrance attachment points shall be provided at all landings. Any marble, stone or similar wall material must be prepared after the entrance frames are installed. Provide corridor lines for any marble or "special finish" walls.

When entrances are being replaced, provide elevator landings suitably prepared to accept entrance sill installation per KONE final layout drawings. Grouting to be done by purchaser after sills are installed. Note: Traditional angle or concrete sill support is not required.

If the control space is located remote from the elevator hoistway top landing the following may apply:

1. If applicable, provide machine space access door of the size and in the location shown on the KONE final layout drawings. The access door shall be secured against unauthorized access. It shall be self-closing, self-locking and operable from the inside without a key.
2. Provide suitable lighting in or above the machine space access with light switch located within 18"/457 mm of strike jamb side of access space door where practical. When permitted by state and local code the light switch should also control the machine space lighting.
3. Conductors and cables located outside of the elevator hoistway, machine space and control space, that provide normal or standby

power, car lighting power, car ventilation power, car heating power, car air conditioning power, control signals, communication with the car and fire/heat-detecting systems control signals to Fire Service Access Elevators, shall be protected by construction having a fire-resistance rating of not less than 2 hours (APPLICABLE ONLY IN JURISDICTIONS ENFORCING THE IBC BUILDING CODE OR ANY APPLICABLE LOCAL CODES).

Provide and install GFCI-type receptacle located at machine in the top of the hoistway or in machine room as applicable (NFPA 70 article 620.85 or CEC article 38.85 whichever is applicable).

Provide and install light switch located at manual brake release location; may also be required in control space per local jurisdiction.

## 6. FIRE SERVICE

Fire alarm smoke detectors with wiring and relays in the machine room terminating at elevator controller.

Fire alarm initiating devices must be located in front of each elevator entrance as well as in the machine room and at the top of the hoistway.

Where sprinklers exist in the machine room and/or hoistway, a fire alarm initiating device within 12"/305mm of each sprinkler head.

## 7. ACCESS INTEGRATION/SECURITY

Our proposal includes KONE logic and possible requested provisions for the specified Touchscreen(s), Keypad Destination Operating Panel(s), Monitoring System(s) and Multi-Media Equipment.

Card Readers and/or any additional required hardware & software for proper functionality of access control/security system(s) shall be furnished and installed by others.

Any required software to ensure proper communication between KONE control system(s) and building system(s) shall be the responsibility of others.

A designated 115V 15A circuit is required at each of the remote monitoring stations.

KONE recommends a minimum 100 Mbit/s Ethernet for each of the following application(s): Integrated Touchscreen/Keypad Destination Operating Panels, Monitoring System, Multi-Media Equipment, and Card Readers.









Dedicated to People Flow™ **KONE**



Proposal for

# Albany Airport - #11 - FRB

ALBANY COUNTY AIRPORT AUTHORITY  
Attention: John LaClair

KONE People Flow Solution Proposal  
01/18/2024





Albany Airport Authority  
 737 Albany Shaker Road  
 Albany, New York 12211

ATTN.: John LaClair

**KONE Inc.**  
 Albany Office

25 Post Road  
 Albany, NY, 12205  
 Mobile +1 15182290069  
 Work +15184640002  
 andrew.dinovo@kone.com  
[www.kone.us](http://www.kone.us)

## 1. Proposal

Dear John LaClair,

We are pleased to enclose, for your review and consideration, KONE's proposal to fully replace your equipment located at the following address: Albany Airport, 737 Albany Shaker Road, Albany, New York.

- This proposal is based on 2024 installation.
- This proposal is valid for (30) days.
- Anticipated downtime: **Approximately 9** weeks per unit for full replacement + **1** weeks for inspection.

The existing equipment, as outlined below, will be replaced in accordance with the explanation provided herein. Where additional items are made a part of this Proposal, a complete description is provided. Where existing equipment and/or systems are not mentioned, the intent of this Proposal is to reuse said item(s) "as is". The KONE solution includes design, manufacturing, supply and installation of the following:

Equipment name	Solution	Capacity/Speed	Landings/Entrances	Price
<input type="checkbox"/> MKOF FRB MonoSpace 500 23.2-1	1 x KONE MonoSpace 500 DX	2500 lbs / 150 fpm	Landings: 2 Entrances: 2 front / 0 rear	\$ 280,000.00
<b>Building 1 Total</b>				<b>\$ 280,000.00</b>
<b>Total Sales Price, net excluding TAX</b>				<b>\$ 280,000.00</b>

Elevator

## 2. Validity of proposal

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

Please know that we are available to assist you in coordinating the work by others as further described in our "Bid Attachment B". Should you have any questions or require additional information, please feel free to contact me directly.





We look forward to hearing from you and working together on this project.

Yours sincerely,

Andrew N. DiNovo  
Sr. Sales Executive



### 3. Your Solution

#### Elevator Technical Specification

MKOF FRB MonoSpace 500 23.2-1

##### Base solution

KONE Solution	KONE MonoSpace 500 DX
Machinery location	Guiderail-mounted in overhead of hoistway
Capacity (lb)	2500
Speed (fpm)	150
Travel height (ft)	13 ft 6.25 in
Stops	2
Front entrances	2
Rear entrances	0
Control system	Full collective Simplex
IBC seismic design Category	B
Value (IP) (SDS)	0
Regulations	ASME A17.1-2016
KONE Environmental Product Declarations	<a href="https://www.kone.com/en/products-and-services/green-building/lifecycle-impact-assessments/">https://www.kone.com/en/products-and-services/green-building/lifecycle-impact-assessments/</a>

##### Shaft construction

Shaft size (W x D) (ft)	8 ft 3.5 in x 6 ft 5 in
Pit depth (ft)	4 ft 1 in
Clear Height under Ceiling (ft)	16 ft 2 in
Headroom Bracket attach type B side	Expansion anchor, CMU (11)
Headroom Bracket attach type D side	Expansion anchor, CMU (11)

##### Mechanical components & machinery

Power supply, machinery (V / Hz)	208 / 60
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##### Car and doors

Car size (WxDxH) (in)	6 ft 5.953 in wide x 4 ft 5.543 in deep x 8 ft 0 in high
Door opening dimensions (WxH) (ft)	3 ft 6 in x 7 ft 0 in
Controller location	1st floor Hoistway to controller (horz) [ft]: 35

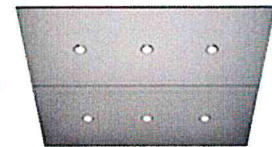


## Materials and design

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

### Elevator MKOF FRB MonoSpace 500 23.2-1

Car walls	Local Decoration
Front wall	#4 Brushed Stainless Steel, pan type door
Ceiling	Round, LED spotlights (CL88) #4 Brushed Stainless Steel



Flooring by others	Maximum floor thickness: 0.5 in Maximum floor weight: 3 lb/ft <sup>2</sup>
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Handrail	No Handrail
Skirting	#4 Brushed Stainless Steel



Car Fan	Fan Required
Protection pads	KONE standard pads and hooks included

#### Local decoration

Maximum cab finish weight allowance	700 lbs
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Door type	Single-speed, center-opening
Entrance equipment	The existing hoistway entrances and hoistway door panels shall be retained and reused in place.

Door material	#4 Brushed Stainless Steel
Sill material	Aluminum

Number of car operating panels (COP)	1
--------------------------------------	---





COP details  
 Dot matrix  
 Flush  
 #4 Brushed Stainless Steel  
 Vertical (VER)  
 Media screen all in 1 (CM3)



Jamb mounted destination indicator      Car Lantern (jamb-mounted) included  
 Signalization Series      KSS570 series signalization

**Additional Options**

24/7 Emergency Communications      Yes  
 Hall/Lobby panel included      No  
 Locking of car calls switch type      Card Reader Provisions

**Hazard Avoidance**

Emergency power drive      Emergency power drive included (generator by others)  
 Operation of car ventilation      KONE Standard Fan

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

**4. Project-Specific Clarifications**

This proposal includes provisions for KONE 24/7 Emergency Video Communications, which fully meets the intent of IBC 2018 and ASME A17.1 2019 code. In addition to the two-way audio communication, it allows for text-based two-way communication between the elevator cab and the KONE Customer Care Center as well as means to visually verify if the cab is occupied when an emergency call is placed. This solution is turn-key and code compliant, and includes the following:

- Hardware that enables audio and text-based two-way communication and video into the elevator cab, including



touchscreen mounted in the car operating panel, camera, and all related wiring

- Wireless communication to KONE Customer Care Center is provided by KONE. No additional data and voice network or phone line is required to be provided by others
- 4-hour battery backup of both of in-car communication devices, wireless data, and voice network
- 24 hour-a-day, 7-day-a-week monitoring of elevator by KONE Customer Care Center

A valid service contract with KONE, including KONE 24/7 Emergency Video Communications and KONE 24/7 Connected Services, must be active. These services are included in the proposal for the duration of the warranty maintenance period. The KONE 24/7 Emergency Video Communications contract addendum and General Terms and Conditions for KONE Digital Services, which define the fees for the audio, video, and data connections, must be signed by the Building Owner. The payment obligation, among other provisions, survives termination of any maintenance agreement. Sufficient AT&T or Verizon cellular in the United States, or Rogers Roaming in Canada, connectivity in the control space and a dedicated 110V disconnect are required to be provided by others to enable KONE 24/7 Emergency Video Communications.



## 5. Why KONE?

### KONE in brief

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

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



founded in  
**1910**



More than 100  
years of  
experience in  
the elevator  
industry

over  
**800k**  
Ecodisc installations  
worldwide

over  
**1.2M**  
units  
maintained

**55,000+**  
employees



**450,000**  
customers worldwide

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

### KONE MonoSpace®

Replacement of in-ground hydraulic elevator system(s) or geared traction elevators systems(s) with a flexible machine room-less traction elevator solution offers many benefits:

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



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

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



Read more at  
[kone.us/connected](https://kone.us/connected)

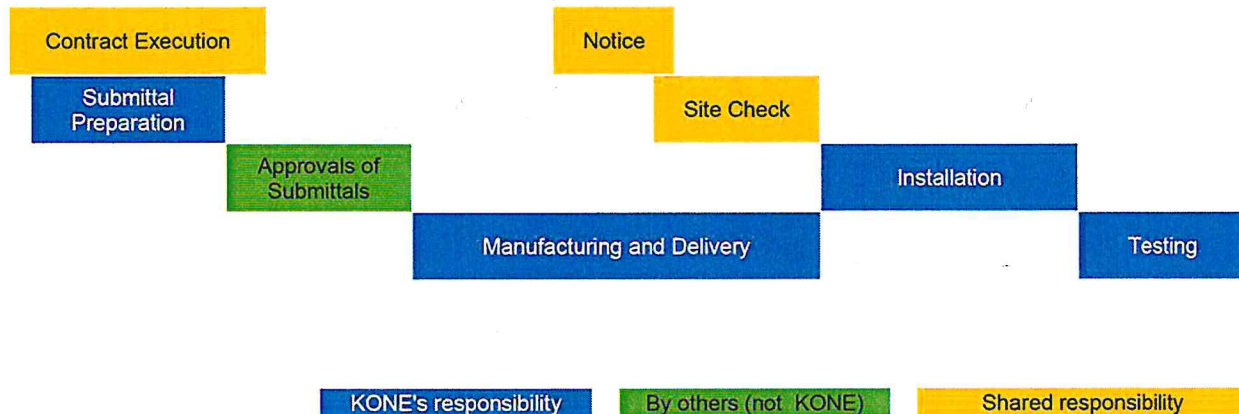




## 6. Ensuring Project Success

### Project Schedule Overview

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



Task	Duration	Description
Preparation of Submittals	2 weeks	From receipt of contract and first payment.
Contract Review	6 weeks	From receipt of full contract package. All referenced documents required.
Approval of Submittals	TBD	Mutually agreeable time to incorporate changes to the layout and approve the submittals. Approval of Submittals means notification in writing, by the Customer or Customer's Agent, that all submittals are approved, and manufacturing may commence. All finishes and features are to be confirmed at the time of submittal approval.
Manufacturing and Delivery	15 weeks	From receipt of submittal approval and an executed contract. KONE's policy is to release equipment to Manufacturing after the contract is fully executed by both parties. Note: KONE's factory has two-week shutdown over the months of July and December. Any manufacturing duration that falls during these months shall add two weeks to the manufacturing time. Delivery times may be extended due to delays caused by measures undertaken to stop the spreading of the Coronavirus (2019-nCoV) epidemic, availability of personnel, logistics providers, and supply chains.
Notice to commence on site and site check	2 weeks	Prior to starting the installation, KONE requires a two-week notice to inspect the site to ensure it fulfils the requirements set by KONE for commencing installation. Site Check will be performed in the two weeks before installation begins.
Installation	*** weeks	Only after the site has passed the Site Check inspection, the installation can start. Duration is per unit. If multiple units need to be installed at the same time, a Foreman will be required at additional cost - based on availability.
Testing and Commissioning	1-2 weeks	Clean 3-phase power, active phone line to the controller, and all life safety provided by others is required prior to testing / commissioning.



## Site Preparation

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

- 1 Adequate access for delivery of elevator material + clean/dry 21' x 56' storage space per elevator.
- 2 The hoistway, pit, and machine room must be clean, dry, and constructed per the approved KONE final layout drawings. Any required support for guide rail brackets, divider beams and divider screens from pit floor to the top of the hoistway will be provided by others. Note: bracket support points may be required between floors. The hoistway must be plumb according to tolerances listed on KONE Final approved layout drawings.
- 3 Removable, OSHA approved barricades must be provided around all hoistway openings. Provide and install full entrance protection, made of nylon mesh or reinforced plastic at all hoistway openings per OSHA 1346 1926.502(j). Design and install entrance protection in such a way as to allow quick accessibility in and out of the hoistway.
- 4 Permanent or temporary three-phase and single-phase power of permanent characteristics with disconnect switches.
- 5 A hoist beam and safety beam (furnished by KONE) must be cut to size and installed in the elevator overhead per the approved KONE final layout drawings (hoistbeam capable of supporting the load requirement noted in our shop drawings).
- 6 Applicable work areas must have adequate lighting.
- 7 Finished floor marks must be visible from the hoistway openings at all landings.

## Warranty / maintenance

Our Proposal includes 12 months of KONE standard maintenance with KONE 24/7 Connected Services, including regular time callback service.

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

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





## Price Adjustment

KONE shall be entitled to an equitable adjustment in the Price, including but not limited to, any increased costs between the time the Contract is signed and the date of manufacture for materials, labor, or shipping, as well as increased costs resulting from any change in law or tariffs.

## Payment terms

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

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

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

## Sourcing

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

## Confidentiality

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

## Completion

**The price is based on KONE completing its work by December 31, 2024**, and a material manufacturing start, no later than six months from the date of this Proposal. The standard wage rate is assumed. If KONE's on-site work is not completed in the above calendar year (due to delays by others), you will be responsible for the labor rate increase that occurs on January 1st of each following year.

## Storage/delivery/remobilization

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





## Operator time

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

## Hoistway cleaning

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

## Other trade work

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

## Phone

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

## Inspections

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

## Changes to the work

KONE shall not be required to proceed with any Customer requested change to its Work ("Extra Work") until such Extra Work is evidenced in a mutually acceptable Change Order and signed by both parties. This includes, but is not limited to, any changes or revisions, accelerations, resequencing, suspension of KONE's schedule of Work or other delays outside of KONE's control. However, should KONE agree to proceed with Extra Work pursuant to a Construction Change Directive or Field Order without a fully executed Change Order, such agreement by KONE is conditioned on the Extra Work being converted promptly to a fully executed Change Order. KONE shall not be obligated to continue performance of Extra Work if the estimated value of unexecuted Change Orders exceeds 10% of the Agreement Price, or if there is a reasonable safety concern, a product limitation, or it is unreasonable to proceed. No action by KONE, including but not limited to KONE performing Extra Work without an executed Change Order, shall be construed to be a waiver of Subcontractor's right to seek payment for the Extra Work performed, or to obtain a Change Order at a later date. Customer shall remain directly liable to KONE for payment for changed or Extra Work ordered by the Customer for delays caused by Customer or others subordinated to Customer.



## 7. Proposal Acceptance

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

Project Name: Albany Airport - #11 - FRB

Proposal No: T-0007087453

Site Address: 737 Albany, Shaker Road, Albany, New York

Total Sales Price: \$280,000.00

### Customer

ALBANY COUNTY AIRPORT AUTHORITY

Date

-----  
Signature

-----  
Printed name



## Appendix 1: Bid Attachment “A” / KONE Inc. General Terms and Conditions (Modernization)

### 1. APPLICATION OF THESE TERMS

The parties agree to be bound by the terms and conditions contained in the Bid Letter, this Bid Attachment A and Bid Attachment B, including the documents incorporated herein by reference (collectively, the “Proposal”).

### 2. SPECIAL PURCHASING REQUIREMENTS

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

### 3. PROPOSAL CONDITIONS

The Proposal shall be open for acceptance within the period stated in the Bid Letter or, when no period is stated, for a period of 30 days from the date of the Bid Letter. Prior to commencing manufacture of the equipment described in the Bid Letter (“Equipment”), KONE must have (i) a fully executed contract; (ii) a schedule acceptable to KONE identifying the Equipment installation start date, or alternatively, KONE’s letter specifying the ship date (“Ship Date Letter”) signed by Customer, which, as applicable, is incorporated by reference herein; (iii) the first payment in Section 4 herein; and (iv) fully approved KONE layouts.

### 4. PAYMENT TERMS

Payment of the total Price is due within 30 days from invoice date, as follows:

- 30% of the Price for engineering, site management, and overhead, billable and due upon execution of this Proposal or receipt of the subcontract;
- 50% of the Price for material and shipping, billable and due upon delivery of material to the jobsite or KONE Distribution Center;
- 20% of the Price for Equipment installation, billable and due at the billing cycle following the start of installation.

KONE imposes a surcharge for payments made via credit card that is not greater than our cost of acceptance. The surcharge that we impose for this type of transaction is a percentage of the amount paid via credit card, which will be notified to the Customer at the payment portal. KONE reserves the right to delay, suspend, or stop the work, including manufacturing, delivery, installation and/or Equipment turnover, for non-payment, without liability to KONE or being held in default. Simple interest at 1.5% per month shall be charged on amounts not paid when due. Payments to KONE are not contingent on any third-party payments to Customer. Customer shall reimburse KONE for all costs of collection, including courts costs and reasonable attorneys’ fees.

Prior to turnover, KONE must be paid in full, less 10% maximum retention, the Price including all change orders. Retention shall be due and payable within 30 days of execution of the Uniform Final Acceptance or Equipment turnover, whichever occurs first. If certified payroll reporting is required, KONE will submit the requested reporting in the format of the U.S. Department of Labor form WH 347 & WH 348. The Price does not include Textura or any other special billing requirements, which can be added via change order at a rate of 0.3% of the Price.

### 5. INSTALLATION

Customer shall be responsible for procurement and cost of all permits, except permits related to installation of the Equipment. Where KONE’s scope of work or other responsibilities include the obligation to utilize materials and/or finishes resembling or identical to those pre-existing in the building, KONE shall use reasonable efforts to procure such materials and Customer acknowledges and accepts that the materials and/or finishes reasonably available may not be in all respects identical to those pre-existing in the building. This Proposal is conditioned upon KONE using its standard installation method. The installation of the Equipment shall start after Customer has completed all work set forth in Bid Attachment B and any other documents describing site requirements (“Site Requirements”), all of which are incorporated by reference herein. Within two (2) weeks prior to the scheduled delivery date for KONE’s materials, KONE shall conduct a standard visual site survey to verify that the Site Requirements are complete and notify Customer if there are outstanding deficiencies preventing KONE from beginning installation.

KONE’s site survey may include, but is not limited to, inspection of site access, working and safety conditions on site, wear and tear of any existing structures or surfaces, and planning of any dismantling or removal of existing equipment, components and materials, where applicable. KONE shall not be deemed to have surveyed any hidden structures, latent defects, subsurface conditions, or other non-visible matters, including but not limited to searching for hazardous substances and/or materials, which shall be subject to Section 16. If KONE’s site survey reveals any deficiencies, KONE shall be entitled to delay the start of installation and Customer shall be responsible for all additional costs incurred by KONE, including without limitation, costs associated with: labor reallocation, re-directing materials to and storage in a KONE Distribution Center, additional labor for double handling of materials, and additional trucking, freight and insurance. Once the Site Requirements are completed, the start of installation shall be subject to the availability of labor and the delivery of material, if applicable.

KONE’s work shall be performed during regular union working hours of regular working days, Monday to Friday, statutory holidays excluded. If overtime is mutually agreed upon and performed, the additional costs for such work shall be added to the Price at KONE’s standard overtime rates. If the installation cannot be performed in an uninterrupted manner for any reason beyond KONE’s control, Customer shall store the Equipment at Customer’s cost and compensate KONE for any costs caused by such delay including, but not limited to, double handling of Equipment and demobilization. KONE shall not be required to perform overtime or any Customer directed change to its work (“Extra Work”) without an executed change order. No action by KONE, including but not limited to, performing Extra Work without an executed change order, shall be a waiver of KONE’s right to seek payment for Extra Work performed.

KONE shall be entitled to an extension of time and an equitable adjustment in the Price, including but not limited to, any increased costs of labor, including overtime, resulting from any change of schedule, re-direction of KONE personnel to another work area, acceleration, or out of sequence work.

KONE shall take reasonable methods to protect its work-in-place while KONE is actively on site and until execution of a KONE Uniform Final Acceptance, which is incorporated by reference herein. Should damage occur to KONE property, material or work-in-place by fire, water, theft or vandalism, Customer shall compensate KONE for said damages.





Additionally, the Customer is solely responsible for ensuring that the equipment maintenance contractor, if not KONE, does not disturb, delay or interfere with KONE's work. KONE shall abide by Customer's safety policies and procedures to the extent such policies and procedures are not in conflict with KONE's Safety Policy. Testing and/or security features of Equipment must be completed before Equipment turnover. KONE is not responsible for damages, either to Equipment or the building, or for any personal injury or death, arising out of or resulting from any code required safety tests performed on Equipment or hoistway access granted by Customer to other trades.

#### 6. TEMPORARY USE

Temporary use of certain types of Equipment may be permitted, provided the use period allows adequate time for Equipment restoration for final turnover and Customer executes KONE's Temporary Use Agreement. Temporary use shall be invoiced separately and subject to payment terms in Section 4 herein. At the end of temporary use, Customer shall return the Equipment to KONE in "like new" condition.

#### 7. HAZARDOUS MATERIALS

KONE's work shall not include any abatement or disturbance of asbestos containing material ("ACM"), presumed asbestos containing materials ("PACM"), or other hazardous materials (i.e. lead, PCBs) (collectively "HazMat"). KONE shall have the right to discontinue its work in any location where suspected HazMat is encountered or disturbed. Any HazMat removal or abatement, or delays caused by such, required in order for KONE to perform its work shall be Customer's sole responsibility and expense. Should any HazMat abatement occur within the shaft or machine room, Customer shall execute KONE's Hoistway or Pit Access Request. If any HazMat is known to be present on site before the start of work, HazMat removal or abatement shall be completed prior to KONE scheduling installation and delivering material.

#### 8. TITLE AND RISK TO EQUIPMENT

Title to and ownership of all Equipment intended for incorporation in KONE's work, whether installed or stored on or off site, shall remain with KONE until final payment is made. Risk of loss in KONE's work and Equipment passes to Customer upon delivery to the site or off-site storage.

Any tools, devices, or other equipment that KONE uses to perform its work or monitor the Equipment remains the sole property of KONE. If this Proposal terminates or expires for any reason, Customer will give KONE access to the premises to remove such tools, devices or equipment at KONE's expense.

#### 9. TURNOVER

Prior to turnover, KONE must receive a final punch list. Upon turnover, KONE requires a signed Uniform Final Acceptance. KONE shall provide its standard electronic O&M manuals with CD-ROMs in electronic format, if applicable, upon execution of the Uniform Final Acceptance. Standard KONE samples shall be provided upon request. No mock-ups or video training are included in the Price.

#### 10. DELAY

KONE shall not be liable for any loss, damage, claim, or delay due to any cause beyond KONE's control, including, but not limited to, acts of domestic or foreign government (including a change in law), strikes, lockouts, work interruption or other labor disturbance, delays caused by others, fire, explosion, theft, floods, inclement weather, riot, civil commotion, war, malicious mischief, infectious diseases, epidemic, pandemic, quarantine, border or port of entry and exit restrictions or acts of God.

In the event of such delays, KONE shall be entitled to an extension in time equal to the length of such delay affecting KONE and an equitable adjustment in the Price. Customer shall compensate KONE for labor and material cost escalations resulting from Project delays not caused by KONE, which extend completion of KONE's work beyond the end of the current calendar year. Customer is on notice that IUEC labor rates increase annually.

#### 11. LIMITED WARRANTY

For one (1) year after the acceptance date set forth in the signed Uniform Final Acceptance, date of Equipment turnover, or date of Customer's use of Equipment (unless such use is pursuant to the Temporary Use Agreement), whichever occurs first, KONE warrants Equipment against defect in workmanship and material. The warranty excludes remedy for damage or defect caused by abuse, misuse, vandalism, neglect; repairs, alteration or modifications not executed by KONE; improper or insufficient maintenance, improper operation, characteristics of the building such as electrical power or security features, natural or other catastrophe such as flood, fire, or storm, or normal wear and tear and normal usage. The warranty excludes training or instruction in the proper operation or maintenance of Equipment. Specific noise ratings and energy efficiencies cannot be guaranteed due to different building characteristics and ambient noise levels. Customer's remedy is limited to repair or replacement of a defective part, in KONE's sole discretion, and excludes labor.

#### 12. INDEMNIFICATION

KONE shall only indemnify and hold Customer harmless for claims, damages, losses or expenses, but excluding loss of use ("Claims") due to bodily injury, including death, or tangible property damage (other than the Project or KONE's work itself) to the extent caused by KONE's negligent acts or omissions. KONE shall not indemnify Customer for any other Claims. Customer agrees to indemnify and hold KONE harmless from any Claim for bodily injury, including death, or tangible property damage in connection with the use or operation of the Equipment. Each party shall defend itself in the event of a Claim.

#### 13. INTELLECTUAL PROPERTY

KONE shall retain title and ownership of all intellectual property rights relating (directly or indirectly) to the Equipment provided by KONE, including but not limited to software or firmware (whether in the form of source code, object code or other), drawings, technical documentation, or other technical information delivered under the Proposal. KONE grants Customer a non-exclusive and non-transferable license and right to use the software and firmware in connection with the use and maintenance of the Equipment. Customer shall not use any drawings, technical documentation or other technical information supplied by or on behalf of KONE for any purposes other than those directly related to the Proposal or to the use and maintenance of the Equipment. Customer shall not in any form copy, modify or reverse engineer the software, or give access to the software for such use to any third party without KONE's prior written consent.



#### 14. INSURANCE

In lieu of any Customer insurance requirements, KONE shall provide its standard certificate of insurance, which shall be deemed to satisfy all insurance requirements for this Project. KONE shall not provide loss runs, insurance rate information, copies of its insurance policies or any other information which KONE considers confidential. KONE shall not provide coverage for professional (E&O) liability, pollution liability, data privacy/security, or no-fault medical payments. If the Project is covered by a Wrap Up Insurance Program, KONE agrees to participate provided there is no cost to KONE, no reduction in the Price, and subject to KONE's review of the proposed program. If KONE's primary limits are sufficient to satisfy insurance coverage requirements, excess/umbrella liability will not be required or if excess/umbrella is required, KONE's excess coverage does not follow form although typically provides broader coverage than KONE's primary policies. The excess coverage is not AM Best Rated nor licensed to do business within the jurisdiction although the carrier has strong Standard & Poor's and Moody's financial ratings that may be evidenced upon request.

#### 15. LIMITATION OF LIABILITY

In no event shall either party be liable to the other party for any consequential, special, punitive, exemplary, liquidated, incidental, or indirect damages (including, but not limited to, loss of profits or revenue, loss of goodwill, loss of use, increase in financing costs) (collectively, "Consequential Damages") that arise out of or relate to this Proposal even if such party has been advised of the possibility of such Consequential Damages. The limitation set forth in this section shall apply whether the claim is based on contract, tort or other theory.

#### 16. CONCEALED OR UNKNOWN CONDITIONS

If during the course of its work, KONE encounters conditions at the site that are subsurface, differ materially from what is represented in the contract documents, or otherwise concealed physical conditions, KONE shall be entitled to an extension of time and additional costs for the performance of its work, which shall not be subject to any payment conditions or contingencies.

#### 17. TECHNICAL SURVEY

KONE's Price and obligations under this Proposal are subject to a technical survey to be performed on Customer's existing units within 90-days of the effective contract start date. If a safety hazard or code violation is identified during KONE's technical survey, Customer shall immediately remove the unit from service until repairs are performed. KONE is not obligated to perform tests, correct outstanding violations or deficiencies that were not addressed by the prior service provider and/or the owner, or make related necessary repairs or component replacements on the unit. If additional work is necessary, KONE shall provide a separate proposal or recommendation for such work. Customer agrees to indemnify, defend, and hold KONE harmless for any claims arising out of Customer's failure to comply with KONE's recommendations and proposal, and any obligation on the part of KONE to indemnify or defend Customer with regard to such claim shall be null and void. If Customer does not immediately approve KONE's proposal or recommendation, KONE reserves the right to terminate this Proposal/contract without penalty.

#### 18. TERMINATION

If a party materially breaches this Proposal, the other party shall provide written notice of the breach and a reasonable time to cure the breach, but in no event less than 30 days. If the breaching party fails to cure the breach within the specified time period, the non-breaching party may terminate the Proposal upon 15 days written notice to the other party. If KONE notifies Customer of a material breach pursuant to this paragraph, KONE may temporarily suspend its work without liability.

#### 19. GOVERNING LAW AND DISPUTE RESOLUTION

The parties agree that this Proposal shall be governed by the laws of the state where the Project is located, and venue for disputes shall be located in that state. KONE does not agree to participate in arbitration proceedings.

#### 20. PRICE ADJUSTMENT

KONE shall be entitled to an equitable adjustment in the Price, including but not limited to, any increased costs between the time the Contract is signed and the date of manufacture for materials, labor, or shipping, as well as increased costs resulting from any change in law or tariffs.

#### 21. 24/7 EMERGENCY VIDEO COMMUNICATIONS

Applicable only for projects where KONE 24/7 Emergency Video Communications is included: The KONE 24/7 Emergency Video Communications contract addendum and General Terms and Conditions for KONE Digital Services must be signed by the Building Owner. This contract addendum requires the Building Owner to pay a fee for audio, video, and data connectivity. This payment obligation, among other provisions, survives termination of any maintenance agreement.

#### 22. MISCELLANEOUS

This Proposal, including the documents incorporated herein by reference, constitutes the entire agreement of the parties and supersedes all prior negotiations, understandings, and representations whether written or oral in relation to the subject matter hereof. Where a conflict or ambiguity exists between this Proposal and any other contract document (including but not limited to, Customer's drawings and specifications), the terms and conditions of this Proposal shall control. This Proposal may be amended only in writing by the duly authorized representative of both parties. This Proposal may be executed in one or more counterparts. Each counterpart shall be considered an original and all of the counterparts shall constitute a single agreement binding all the parties as if all had signed a single document. For purposes of executing this Proposal, a document signed by electronic means is to be treated as an original document. The failure of either party to insist upon performance or strict performance of any of the terms or conditions of this Proposal shall not be deemed a waiver of any rights or remedies that such party may have or a waiver of any subsequent breach or default under this Proposal. Neither party may assign or transfer the benefit or burden of this Proposal without prior written consent of the other party.





## Appendix 2: Bid Attachment “B” / Site Requirements & Work by Other Trades

The work described below is a summary of work to be performed by others (“Work by Other Trades”) that may be required in conjunction with the elevator modernization performed by KONE (the “Work”). Purchaser shall provide any and all building electrical, structural and mechanical system upgrades required for code compliance, life safety, and proper equipment installation and operation. The Authorities Having Jurisdiction (AHJ) may require additional remedial or preparatory work. All required remedial or preparatory work shall be performed by properly licensed trade contractors in compliance with applicable codes and based on a schedule of performance that allows for uninterrupted progress of the Work. Under no circumstances shall KONE be responsible for any cost associated with the performance of remedial work by others. Purchaser shall provide the following unless specifically included in KONE’s Work:

### 1. GENERAL

Access to the building to perform the Work and for deliveries with dry, protected storage adjacent to the hoistway.

Cutting of existing walls, floors and finishes, together with all repairs made necessary by such cutting or changes, e.g. cutting of lobby walls for flush hall fixtures and removal of encroaching lobby features such as wall-mounted ashtrays. Removal, replacement, and/or repair of any mirrors, millwork, plaster, stone or other special hall finishes.

All work of other trades must be complete and ready at time of first elevator inspection, or elevator will not be released for operation by the AHJ. If the AHJ does allow temporary operation under a Temporary Operating Inspection (TOI), any associated costs shall be Purchaser’s responsibility. Our tender is based on suitable site conditions, material and tooling storage space, and bathroom access being available on site.

Any portion of the Work that is subject to the permissions of local authorities beyond the elevator permits must be identified to KONE. Responsibility for permits to be agreed. Permits and appropriate signage indicating any changes to pedestrian access routes for building users must be in place prior to start of the Work.

Provide and install finished elevator cab flooring. Owner must provide certification that flooring meets flame spread and smoke density requirements. (ASME B17.1/CSA B44 sec 2.14.2.1).

Our proposal includes tear out of existing elevator equipment unless stated otherwise in our proposal. Remove of entrances, if required, is by others unless stated otherwise in our proposal.

KONE is unable to estimate the amount of on-site mechanic labor required to coordinate the work of other trades unless stated otherwise in the proposal. Thus, KONE has not included any additional time and/or costs (outside of the equipment installation and inspection time) for coordination with the life safety system, security system, or any other trades. KONE shall be entitled to an extension of the contract time and/or additional costs incurred by additional time expended for coordination with other trades.

If KONE 24/7 Emergency Video Communications: For units with travel greater or equal to 60 ft (18 m), or if located in a seismic zone and the code year is 2016 or later (regardless the travel): Customer will provide a dedicated Windows-based PC or laptop with Chrome browser and 24-hour/day Internet access. This computer must be accessible by emergency personnel to communicate through voice and text with people in the elevator and to have a video display of the cab interior.

### 2. SAFETY

Emergency evacuation procedures to be clearly defined where required. Subject to site survey and actions agreed.

Provide free-standing, removable, OSHA-compliant barricades capable of withstanding 200lb (890N) of force in all directions around all hoistway openings per OSHA 29 CFR 1926.502, and/or any applicable local code.

Provide and install full-covering entry protection, made of nylon mesh or reinforced plastic, at all hoistway openings to prevent materials or tooling from falling into the elevator shaft during installation per Federal OSHA requirements listed in 29 CFR 1926.502(j). In Canada, where required by Provincial regulation, enclose the front of the hoistway with removable hoarding or screening to prevent material from entering the hoistway. Design and install entrance protection in such a way as to allow quick accessibility in and out of the hoistway.

Provide two (2) lifeline attachments at the top, front of the hoistway. Each must be capable of withstanding a 5000 lbs/2250 kg load per OSHA 29 CFR 1926.502, or any applicable local code. For machine-room-less applications, provide attachments as described above, or install KONE-provided 4” x 4” x 3/8” (100mm x 100mm x 9.6mm) tube steel lifeline beam in the elevator hoistway overhead 10”/254mm from front of hoistway to center line, with bottom of lifeline beam at same elevation as bottom of hoisting I-beam. Lifeline tube steel supplied by KONE by request at no additional cost on US installations only.

Safe working environment must be provided and supported by provision for adequate entrance protection, means of hoisting, hoistway dividing screens, and protection of floors walls and doors etc.

### 3. CONTROL SPACE/MACHINE ROOM

Provide a code-compliant, fire-rated, control space/machine room with access as indicated on the KONE final layout drawings. To include a temporary or permanent door that can be locked from outside. Permanent fire-rated door must be self-closing, self-locking, and require a key to open from outside.

Provide or maintain fire rating as required by building code.

Independent ventilation or an air conditioning system for the elevator machine room, to assure temperature is maintained between 65F/18C degrees and 95F/35C degrees. Maximum allowed humidity is 95% non-condensing.





Fire extinguisher inside machine room.

Minimum clear machine room height of 7'-0"/2130mm.

Must have adequate temporary or permanent lighting for installation purposes. Suitable lighting that provides a minimum of 19 ftc at floor.

Removal of any non-elevator related equipment and materials from within the machine room and proper disposal of oil and other hazardous or non-hazardous substances and materials.

If control space is adjacent to the hoistway, provide all applicable sleeves, or penetrations, located per control space plan view on the KONE final layout drawings.

Provide a clean and dry elevator machine room.

If applicable, provide a governor access door of size and location shown on the KONE final layout drawings. The access door shall be secured against unauthorized access. It shall be self-closing, self-locking and operable from the inside without a key.

#### 4. ELECTRICAL

A properly rated three phase fused disconnect switch, externally operable and lockable in the open position, located as required by code. Accommodate any increases in motor size or feeder loads.

A dedicated 110 VAC fused disconnect switch, externally operable and lockable in the open position adjacent to the machine room door for cab lighting and ventilation, located as required by code.

Shunt-trip disconnect if fire sprinklers are present in machine room or hoistway.

GFI 120 VAC convenience outlets in machine room and pit.

Separate outlet in the pit area if a sump pump is installed.

Telephone line service brought to the elevator machine room for emergency communication device.

Any required RF shielding of TV or radio transmitters, antennae and/or wave-guides.

Conduit with pull boxes from each elevator bank to any remote fire control or communication panels specified.

If required by building code, standby/emergency power, sufficiently sized to provide power of permanent characteristics to each elevator's disconnect, simultaneously, upon loss of regular power, including feeders, transfer switches and auxiliary contact signal outputs to elevator controllers.

Where applicable, provide 220 VAC single-phase temp. power and 115 VAC single-phase temp. power, of permanent characteristics at each elevator landing for lighting and installation method tools.

Locate connection points at elevator hoistway. Consult your KONE representative for confirmation of location and type of temporary power.

Fuses are to be current limiting class RK1 or equivalent. Circuit breakers are to have current-limiting characteristics equivalent to RK1 fuses. Provisions of these fuses are the responsibility of others, not KONE.

Provide a separate 15-amp, 115 VAC fused service with ground (powered by building emergency power system, when available) for KONE 24/7 Emergency Video Communications, when specified. Must include the means to disconnect each service and lock-off in the "open" position (NFPA 70 article 620.22 and 620.53 or CEC article 38.22 and 38.53).

#### 5. HOISTWAY

Provide a clear and plumb hoistway of size shown on approved KONE final layout drawings. Any variations from the detailed dimensions may not exceed 2"/50 mm and may not be less than the clear dimensions detailed (tolerance: -0"/-0mm + 2"/50mm). Provide or maintain fire rating as required by building code.

Our tender is contingent on the results of a laser survey of the elevator hoistway performed by KONE to determine suitable hoistway conditions.

Patching of all holes in hoistway walls with fire rated material.

Beveling all ledges within hoistway measuring over 4"/100mm.

Removal of any non-elevator related equipment and materials from within the hoistway and proper disposal of oil and other hazardous or non-hazardous substances and materials.

A guarded light fixture and light switch in pit. Switch must be located 42"/1065mm above the lowest landing floor level.

A means of displacing water located in the pit and containing and disposing of oil, chemicals, and other substances in compliance with environmental laws and regulations (KONE assumes no responsibility for discharge of oil, chemicals, and other substances into storm water systems, sanitary sewer systems, retention ponds, etc.). Sumps and/or sump pumps (where permitted) located within the pit may not interfere with the elevator equipment. Sumps to be covered with flush mounted, non-combustible cover capable of withstanding 150 lbs per square foot (7 kPa). The sump pump/drain must, at minimum, remove 3,000 gal/h (11.4 m3/h) per elevator.

Elevator hoistway ventilation to the outside atmosphere as required by building code.

Provide a legal, dry and clean pit, built per KONE final layout drawings. Pit shall be reinforced to sustain vertical forces detailed on KONE final layout drawings (vertical forces detailed are two times the static loads).



Provide for installation of hoisting I-beam in the elevator hoistway overhead per the KONE final layout drawings. Beam supplied by KONE unless otherwise noted on the layout drawings.

Provide adequate support for guide rail brackets from pit floor to the top of the hoistway. Locate rail backing per KONE final approved layout drawings. When maximum bracket span is exceeded, additional support shall be provided at purchaser's expense. Any bracket mounting surface that is not in line with the clear hoistway dimension detailed on the approved KONE final layout drawings may need to be corrected to meet the proper dimension at purchaser's expense.

If concrete block wall construction, refer to the approved KONE final approved layout drawings for proper installation of rail bracket attachments. Inserts provided by KONE unless otherwise noted on the approved KONE final approved layout drawings. Insert type must be approved by KONE. Concrete masonry units, mortar and grout, shall conform to IBC 2000 or any applicable local code. Concrete masonry units shall have a minimum compressive strength of 1500 PSI (10.5 MPa). Mortar and grout shall have a minimum compressive strength of 2000 PSI (13.8 MPa).

When entrances are being replaced, arrange for entrance walls to be constructed at the time doorframes and sills are installed to facilitate timely installation of hall fixture faceplates.

Entire front wall must be left open at top and bottom landings until elevator equipment is installed. Intermediate landings must have rough openings of the size and location shown on KONE final approved layout drawings to allow installation of entrances. All entrance openings must be aligned vertically. Adequate support for entrance attachment points shall be provided at all landings. Any marble, stone or similar wall material must be prepared after the entrance frames are installed. Provide corridor lines for any marble or "special finish" walls.

When entrances are being replaced, provide elevator landings suitably prepared to accept entrance sill installation per KONE final layout drawings. Grouting to be done by purchaser after sills are installed. Note: Traditional angle or concrete sill support is not required.

If the control space is located remote from the elevator hoistway top landing the following may apply:

1. If applicable, provide machine space access door of the size and in the location shown on the KONE final layout drawings. The access door shall be secured against unauthorized access. It shall be self-closing, self-locking and operable from the inside without a key.
2. Provide suitable lighting in or above the machine space access with light switch located within 18"/457 mm of strike jamb side of access space door where practical. When permitted by state and local code the light switch should also control the machine space lighting.
3. Conductors and cables located outside of the elevator hoistway, machine space and control space, that provide normal or standby

power, car lighting power, car ventilation power, car heating power, car air conditioning power, control signals, communication with the car and fire/heat-detecting systems control signals to Fire Service Access Elevators, shall be protected by construction having a fire-resistance rating of not less than 2 hours (APPLICABLE ONLY IN JURISDICTIONS ENFORCING THE IBC BUILDING CODE OR ANY APPLICABLE LOCAL CODES).

Provide and install GFCI-type receptacle located at machine in the top of the hoistway or in machine room as applicable (NFPA 70 article 620.85 or CEC article 38.85 whichever is applicable).

Provide and install light switch located at manual brake release location: may also be required in control space per local jurisdiction.

## 6. FIRE SERVICE

Fire alarm smoke detectors with wiring and relays in the machine room terminating at elevator controller.

Fire alarm initiating devices must be located in front of each elevator entrance as well as in the machine room and at the top of the hoistway.

Where sprinklers exist in the machine room and/or hoistway, a fire alarm initiating device within 12"/305mm of each sprinkler head.

## 7. ACCESS INTEGRATION/SECURITY

Our proposal includes KONE logic and possible requested provisions for the specified Touchscreen(s), Keypad Destination Operating Panel(s), Monitoring System(s) and Multi-Media Equipment.

Card Readers and/or any additional required hardware & software for proper functionality of access control/security system(s) shall be furnished and installed by others.

Any required software to ensure proper communication between KONE control system(s) and building system(s) shall be the responsibility of others.

A designated 115V 15A circuit is required at each of the remote monitoring stations.

KONE recommends a minimum 100 Mbit/s Ethernet for each of the following application(s): Integrated Touchscreen/Keypad Destination Operating Panels, Monitoring System, Multi-Media Equipment, and Card Readers.





**AGENDA ITEM NO. 10.4**

**Construction Contract: Authorization to  
Award Construction Contract 1127-GC for Concourse  
A Rehabilitation to AOW Construction LLC.**

**AGENDA ITEM NO. 10.4**

**Construction Contract: Authorization to  
Award Construction Contract 1127-GC for Concourse  
A Rehabilitation to AOW Construction LLC.**

AGENDA ITEM NO: 10.4  
MEETING DATE: June 10, 2024

ALBANY COUNTY AIRPORT AUTHORITY  
REQUEST FOR AUTHORIZATION

**DEPARTMENT:** *Planning and Engineering*

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

**PURPOSE OF REQUEST:**

Construction Contract: *Authorization to Award Construction Contract 1127-GC for Concourse A Rehabilitation to AOW Construction LLC.*

**CONTRACT AMOUNT:**

Base Amount	<i>\$12,206,800</i>
Add Alternate 3	<i>51,777</i>
Add Alternate 4	<i>444,492</i>
Add Alternate 5	<i>30,718</i>
Total	<i><u>\$12,733,787</u></i>

**BUDGET INFORMATION:**

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

**AWARD CONDITIONS MET:**

Apprenticeship *Y* DBE *N/A* MWBE *N/A*

Service Disable Veteran Owned Business (SDVOB) *N/A*

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

Federal *Pending* State *N/A* Airport *Pending*  
Term of Funding: *2024-2026*  
Grant No.: *N/A* STATE PIN: *N/A*

**JUSTIFICATION:**

*Request to award Contract # 1127-GC Concourse A rehabilitation to qualified low bidder AOW Construction LLC. of Albany, NY for \$12,733,787. The contract scope includes addition of two passenger boarding bridges, additional concrete apron pavement, infill of second floor for additional seating area, terrazzo floors, new ceilings and addition of a family restroom. Pending DBE goals.*

**CHIEF EXECUTIVE OFFICER'S RECOMMENDATION:**

*Recommend approval.*



AGENDA ITEM NO: 10.4  
MEETING DATE: June 10, 2024

**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 1127-GC Bid Tabulation.*

**CONTRACT #1127-GC**  
**Rehabilitation of Concourse A**

Company Name	VMJR Companies	VRH Construction	AOW Construction	Murnane Building Contractors
Addendums #1-7	X	X	X	X
Lump Sum Bid	\$13,900,000.00	\$14,236,000.00	\$12,206,800.00	\$15,241,900.00
Add Alternate 01	\$535,000.00	\$470,000.00	\$404,113.00	\$540,800.00
Add Alternate 02	\$40,000.00	\$178,000.00	\$123,833.00	\$944,000.00
Add Alternate 03	\$41,000.00	\$82,400.00	\$51,777.00	\$59,900.00
Add Alternate 04	\$535,000.00	\$730,200.00	\$444,492.00	\$374,900.00
Add Alternate 05	\$30,000.00	\$45,000.00	\$30,718.00	\$62,800.00
Bid Bond	5%	5%	5%	5%
Board of Directors	X	X	X	X
Non-Collusion	X	X	X	X
Qualification Questionnaire	X	X	X	X
Acknowledgment	X	X	X	X

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

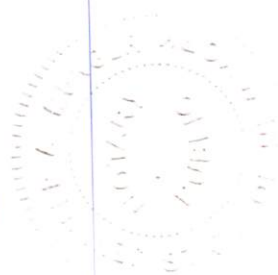
Albany Airport Authority Purchasing Department

*Bobbi Matthews*  
 Bobbi Matthews  
 Purchasing Agent

Sworn to before me this 30<sup>th</sup> day of May 2024

*Jennifer A. Munger*  
 Notary Public

JENNIFER A. MUNGER  
 Notary Public, State of New York  
 No. 01MU6246332  
 Qualified in Schenectady County  
 Commission Expires Aug. 08, 2027



**AGENDA ITEM NO. 10.5**

**Amendment #1 to Contract No. S-22-1129  
Construction Management Services with Turner  
Construction Company**



AGENDA ITEM NO: 10.5  
MEETING DATE: June 10, 2024

ALBANY COUNTY AIRPORT AUTHORITY  
REQUEST FOR AUTHORIZATION

**DEPARTMENT:** Administration/Legal Department

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

**PURPOSE OF REQUEST:**

*Amendment #1 to Contract No. S-22-1129 Construction Management Services with Turner Construction Company*

**CONTRACT AMOUNT:**

Amendment #1: NTE \$3,000,000\*

*\*Pending approval at this meeting*

**BUDGET INFORMATION:**

Anticipated in Current Budget: Yes ✓ No NA  
Funding Account No.: CPN's to be determined

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

Federal ✓ State     Airport ✓  
Funding Source: Airport Operating Budget

**JUSTIFICATION:**

*Authorization is requested to amend the Professional Services Contract S-22-1129, dated March 8, 2023, for Construction Management Services with Turner Construction Company.*

*The contract is proposed to be amended as follows:*

*Scope of Services:*

*Construction Management services for the ALB Central Terminal A Renovation Project and Transformer/Switch Gear upgrades. The Construction Manager Shall be the Authority representative on the project, coordinate master schedules, evaluate adverse conditions, coordinate and expedite the design professionals in designing the project, review design and construction documents, prepare estimates, maintain project budget control, monitor and coordinate the construction phase, review payment applications of contractors, review and process change orders and process and coordinate close-out.*

*Fee Schedule:*

*A fee schedule to be billed on a time card basis, for a fee not to exceed \$3,000,000.00.*

**CHIEF EXECUTIVE OFFICER'S RECOMMENDATION:**

AGENDA ITEM NO: 10.5  
MEETING DATE: June 10, 2024

*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:**

1. *Construction Management Services Fee Proposal*



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

May 3, 2024

Mr. Philip F Calderone, Esq.  
 Chief Executive Officer  
 Albany County Airport Authority  
 Albany International Airport  
 Administration Building  
 Albany, New York 12211-1057

**Re: Construction Management Services Fee Proposal- Terminal A**

Dear Mr. Calderone:

On behalf of Turner Construction, we offer the following fee proposal for construction management services for the ALB-Central **Terminal A Renovation** Project. Our proposal is based on the Terms, Agreement and Scope of Services in the executed Contract S-22-1129, dated March 8, 2023. This service will be a new phase under those terms with separate invoicing. The fee is staff and schedule dependent. Our approach is outlined as follows:

Description	Cost Type	Cost
Preconstruction -Dec. 2024 to April 2024	Lump Sum Cost	21,686.00
Front End Development/Bid/Award and Manage Construction – April 2024 thru August 2026	Budget Cost	2,834,077.00
Trailer Rental – April 2024 thru August 2026	Reimbursable	117,247.00
Trailer Holding Tank – April 2024 thru August 2026	Reimbursable	77,549.00
Trailer Furniture	Reimbursable	10,000.00
Procure – Current Rate of 0.000468 per volume	Reimbursable	15,818.00
Reproduction Cost	Reimbursable	13,000.00
<b>Total Proposed Budget of Cost</b>		<b>\$3,089,287.00</b>

Our proposal is based on the attached staff plan and the following rates, which will increase each April. Increases have been built into the overall budget cost above. Part time staff may be sharing the other part of their time with the Terminal Expansion Project.

Title/Person	2024 Rate (4/1/24-3/31/25)	Forecasted 2025 Rate (4/1/25-3/31/26)
Project Executive	300.81	315.85
Sr Project Manager	217.75	228.64
Super 1	157.28	165.15
Super 2	157.28	165.15





Sr. Engineer	147.42	154.79
Jr Engineer	103.13	108.29
Safety	215.83	226.63
Cost	151.23	158.80
Accounting	118.11	124.02
Precon Manager / Sr. Estimator	198.23	208.14
Sr Mech Estimator	201.60	211.68
CSA Estimator	166.88	175.22

Summary Qualifications

- 1) Reimbursable costs will be billed at cost plus 30%
- 2) OCP Insurance is EXCLUDED as this will be purchased from your Prime Contractors.
- 3) Payments are due within 30-days and payable on the 25th of each month.
- 4) There will be no retention.
- 5) An 11-month warranty walk through is included at no cost.

The above costs will be billed monthly based upon actual invoice. Please reach out to me directly with any questions.

Sincerely,  
TURNER CONSTRUCTION

Beth DiBattista  
Vice President and Operations Manager  
Turner Construction Company

Accepted and Agreed:

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Mr. Philip F Calderone, Esq.

**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**