



Minutes of the Regular Meeting of the Albany County Airport Authority

**ACAA Approved
03-24-2022**

January 24, 2022

Pursuant to notice duly given and posted, the regular meeting of the Albany County Airport Authority was called to order on Monday, January 24, 2022 @ 11:30 a.m. in the 3rd Floor Conference Room of the main terminal located at the Albany International Airport by Chairman Samuel A. Fresina with the following present:

MEMBERS PRESENT

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

MEMBERS ABSENT

STAFF

Philip F. Calderone, Esq.
Christine C. Quinn, Authority Counsel
Michael F. Zonsius
Matthew J. Cannon
John LaClair
Liz Charland
Steve Iachetta
Margaret Herrmann

ATTENDEES

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

General:

1. Chairman's Remarks

1.1 Election of Officers and Assignment of Committees



Chair Fresina requested a motion to elect the following slate of 2022 Officers to the ACAA Board:

Chair Samuel A. Fresina (Appointed 01/05/2021)
Kevin R. Hicks, Sr., Vice-Chair (Elected 02/01/2021)
Lyon M. Greenberg, M.D., Treasurer (Elected 10/07/2019)
Steven H. Heider, Secretary (Elected 10/07/2019)

Ms. O'Connor moved to approve the slate of officers. The motion was adopted unanimously.

2. Approval of Minutes

Mr. Heider moved to approve the minutes of the December 6, 2021 meeting. The motion was adopted unanimously.

Management Reports:

3. Communications and Report of Chief Executive Officer

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

4. Chief Financial Officer

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

5. Project Development

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

6. Counsel

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

7. Concessions/Ambassador Program

8. Public Affairs

9. Business & Economic Development

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



Action Items:

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

10.1 Purchase: Three (3) 2022 Chevrolet Silverado 2500HD 4WD Crew Cab 159" Work Trucks; Two (2) 2022 Chevrolet Silverado 3500HD 4WD Reg Cab 142" Work Trucks.

Mr. Zonsius recommended authorization to Purchase: Three (3) 2022 Chevrolet Silverado 2500HD 4WD Crew Cab 159" Work Trucks; Two (2) 2022 Chevrolet Silverado 3500HD 4WD Reg Cab 142" Work Trucks from Joe Basil Chevrolet, Inc., 5111 Transit Rd., Depew, New York 14043

In the following amounts:

One (1) 2022 Chevrolet Silverado 2500HD with plow \$48,095.09; Two (2) 2022 Chevrolet Silverado 2500HD with utility body and plow \$55,836.09 ea.(total \$111,672.18); Two (2) 2022 Chevrolet Silverado 3500HD with plow \$46,402.45 ea. (total \$92,804.90) --- for a total purchase price of \$252,572.17. It was noted that these purchases are 100% airport funded.

Mr. Pichardo moved to authorize the purchase of - Three (3) 2022 Chevrolet Silverado 2500HD 4WD Crew Cab 159" Work Trucks; Two (2) 2022 Chevrolet Silverado 3500HD 4WD Reg Cab 142" Work Trucks from Joe Basil Chevrolet, Inc., 5111 Transit Rd., Depew, New York 1403 in the amount of \$252,572.17. The motion was adopted unanimously.

10.2 Service Contract: Service Contract No. SC-21-1102: Electrical Contractor

Mr. LaClair recommended authorization to award service contract No. SC-21-1102 Electrical Contractors Kasselmann Electric and LaCorte Companies in an estimated annual amount of \$100,000. He advised the Airport relies upon the services of an independent electrical contractor on an as needed basis. The Authority issued a Request for Proposals. The recommendation is to award a service contract to the two proponents receiving the highest evaluation score. Future work will be assigned to the two contractors based upon the quality of the work previously performed and a rotation as needed. The two (2) electrical contractors will enter into a service contract for a one (1) year term with four (4) additional one (1) year options to renew. He further noted that these contracts will be 100% airport funded.

Mr. Heider moved to authorize service contracts with the two (2) electrical contractors (Kasselmann Electric and LaCorte Companies) for one (1) year terms with four (4) additional one (1) year options to renew in an annual estimated amount of \$100,000 . The motion was adopted unanimously.



10.3 Professional Services Contract: No. S-21-1101 Design Services for Pavement Condition Index (PCI) report with McFarland Johnson

Mr. LaClair recommended authorization to award Professional Service Contract S-21-1101 Design Services for the new Pavement Condition Index (PCI) report in the amount of \$202,342.00 to McFarland Johnson of Saratoga, N.Y. This contract will be 90% federal, 5% State and 5% airport funded.

Ms. O'Connor moved to authorize the award of Professional Service Contract S-21-1101 for Design Services for the new Pavement Condition Index (PCI) report in the amount of \$202,342.00 to McFarland Johnson. The motion was adopted unanimously.

10.4 Professional Services Contract: No. S-21-1100 Design Services for Runway 10-28 Rehabilitation with Collier Engineering

Mr. LaClair recommended authorization to award Professional Service Contract S-21-1100 Design Services for the Runway 10-28 Rehabilitation in the amount of \$307,409.00 to Collier Engineering. This contract will be 90% federal, 5% State and 5% airport funded.

Ms. O'Connor moved to authorize the award of Professional Service Contract S-21-1100 for Design Services for the Runway 10-28 Rehabilitation in the amount of \$307,409.00 to Collier Engineering. The motion was adopted unanimously.

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

Old Business: None

New Business: None

Executive Session - Attorney-Client Privilege Matters

There being no further business, the meeting was adjourned at 12:15 p.m.



ALBANY COUNTY AIRPORT AUTHORITY

REGULAR MEETING

AGENDA

January 24, 2022

General:

- 3. Chairman's Remarks**
 - 1.1 Election of Officers**
- 4. Approval of Minutes**

Regular Meeting – December 6, 2021
- 4. Communications and Report of Chief Executive Officer**

Reports:

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

Action Items:

- 10. Authorization of Contracts/Leases/Contract Negotiations/Contract Amendments**
 - 10.1 Purchase: Three (3) 2022 Chevrolet Silverado 2500HD 4WD Crew Cab 159" Work Trucks; Two (2) 2022 Chevrolet Silverado 3500HD 4WD Reg Cab 142" Work Trucks.**



**10.2 Service Contract: Service Contract No. SC-21-1102:
Electrical Contractor**

**10.3 Professional Services Contract: No. S-21-1101 Design
Services for Pavement Condition Index (PCI) report with
McFarland Johnson**

**10.4 Professional Services Contract: No. S-21-1100 Design
Services for Runway 10-28 Rehabilitation with Collier
Engineering**

11. Authorization of Change Orders

12. Authorization of Federal and State Grants - None

13. Informational Only

Old Business:

New Business:

Executive Session - Attorney-Client Privilege Matters

NOTICE

TIMES UNION

timesunion.com

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

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

Account Number: 061026000
Order Number: 0004192852
Order Invoice Text: January 24, 2022 Meeting

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

01-21-2022



01/21/2022

Denise R. LaCoppola

SUSAN QUINE
NOTARY PUBLIC-STATE OF NEW YORK
No. 01QU6396414
Qualified in Rensselaer County
My Commission Expires 08-19-2023

Sworn to before me, this 21 day of Jan 2022


Notary Public
Albany County

**ALBANY COUNTY AIRPORT AUTHORITY
MEETING NOTICE**

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

The Albany County Airport Authority will hold its regularly scheduled meeting on Monday, January 24, 2022 at 11:30 a. m. The meeting will be held in the Conference Room on the 3rd Floor located in the Main Terminal at the Albany International Airport, Albany, New York.

TU114192852



Posted - Facebook
Info Desk
Website
1-18-22

**ALBANY COUNTY AIRPORT AUTHORITY
MEETING NOTICE**

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Liz Charland

From: Liz Charland
Sent: Tuesday, January 18, 2022 10:49 AM
To: Bart Johnson; Bob Heitz; Brandon Russell, Majority Counsel; County Executive Daniel P. McCoy; Dave Collins; Douglas A. Bullock, Albany County Mass Transit Committee Chair; Fire Chief Dave Cook; Frank Mauriello, Albany County Minority Leader; Fred Acunto; George Penn (Albany County); Jill Bryce; John DelBalso; Lynne Lekakis Mass Transit Committee; Majority Leader Dennis Feeney; Mike DeMasi (Business Review); Mike DeSocio; Pam Allen; Pete Rea (prea@dot.state.ny.us); Spotlight News; WRGB News
Subject: ACAA Board Meeting Monday January 24, 2022

ALBANY COUNTY AIRPORT AUTHORITY MEETING NOTICE

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Liz Charland

From: Liz Charland
Sent: Tuesday, January 18, 2022 10:54 AM
To: TU Legals
Subject: Account Number 061026000 - January 24, 2022 Meeting Notice

Please publish one time ASAP. Thank you. – Liz

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MEETING NOTICE**

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Liz Charland

From: Liz Charland
Sent: Tuesday, January 18, 2022 10:58 AM
To: Saratogian Newspapers; The Colonie Spotlight; The Gazette; The Troy Record
Subject: ACAA Board Meeting Monday January 24, 2022 at 11:30 a.m.

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

**ALBANY COUNTY AIRPORT AUTHORITY
MEETING NOTICE**

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AGENDA ITEM NO. 1

Chairman's Remarks

AGENDA ITEM NO. 1.1

Albany County Airport Authority Officers



ACAA Elected Officers
01/24/2022

ALBANY COUNTY AIRPORT AUTHORITY OFFICERS

Chair Samuel A. Fresina (Appointed 01/05/2021)
Kevin R. Hicks, Sr., Vice-Chair (Elected 02/01/2021)
Lyon M. Greenberg, M.D., Treasurer (Elected 10/07/2019)
Steven H. Heider, Secretary (Elected 10/07/2019)

AGENDA ITEM NO. 2

Approval of Minutes



**ACAA Approved
01/24/2022**

Minutes of the Regular Meeting of the Albany County Airport Authority

December 6, 2021

Pursuant to notice duly given and posted, the regular meeting of the Albany County Airport Authority was called to order on Monday, December 6, 2021 @ 11:30 a.m. in the 3rd Floor Conference Room of the main terminal located at the Albany International Airport by Chairman Samuel A. Fresina with the following present:

MEMBERS PRESENT

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

MEMBERS ABSENT

John-Raphael Pichardo

STAFF

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

ATTENDEES

Fred Acunto, Airport Manager, AvPorts
John DelBalso, Assistant Airport Manager, AvPorts
Dennis Feeney, Majority Leader
Ray Casey, Airport Consultant
Fire Chief Dave Cook, AvPorts
Captain Steve Dorsey, AvPorts
John DeCater, Vice-President, Alliant Insurance Services, Inc.

General:

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



Ms. O'Connor moved to approve the minutes of the November 8, 2021 meeting.

The motion was adopted unanimously.

Management Reports:

3. Communications and Report of Chief Executive Officer

Mr. Calderone presented the Communications and Report of the Chief Executive Officer for the month of December 2021.

4. Chief Financial Officer

5.1 Statistical and Financial Performance

5.2 Comparison of Enplanements

5.3 Summary of Airline Scheduled Flights and Markets

5.4 USDOT Arrival and Departure Statistics

5. Project Development

Mr. Iachetta presented the Project Development report for the month of December 2021.

6. Counsel

Ms. Quinn presented Counsel's report for the month of December 2021.

7. Concessions/Ambassador Program

Ms. Chadderdon presented the Concessions/Ambassador Status Report for the month of December 2021.

8. Public Affairs

Mr. Myers presented the Public Affairs Report for the month of December 2021.

9. Business & Economic Development

Mr. Cannon presented the Business & Economic Development Report for the month of December 2021.

Action Items:

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

10.1 Approval of expenditure in the amount of \$847,849 and approximately \$45,000 for insurance policy premiums and insurance broker services,



respectively (\$892,849 total).

Mr. Zonsius recommended authorization for an expenditure in the amount of \$847,849 and \$45,000 for insurance policy premiums and insurance broker services, respectively (\$892,849 total). He advised the insurance policies are renewed on an annual basis and although not necessarily shopped to insurance underwriters on an annual basis, underwriters were invited by the insurance broker, Alliant Insurance Services, to provide updated quotes for next year's renewal period.

Mr. Heider moved to authorize an expenditure in the amount of \$847,849 and \$45,000 for insurance policy premiums and insurance broker services, respectively (\$892,849 total). The motion was adopted unanimously.

10.2 Purchase Order: Contract No. 21-1094: Filtered Sand to Holliston Sand Company

Mr. LaClair recommended authorization to issue a Purchase Order for filtered sand that meets FAA specifications to be used during 2021-2022 winter snow operations to the only responsible bidder, Holliston Sand Company, Inc. in the amount of \$130.25 per ton. He advised the estimated annual usage of filtered sand is 2,000 tons. To ensure that the sand meets FAA specifications, the sand will be tested to confirm that the required specifications are met. This bid award is for one year with the Authority reserving the right to purchase at the same terms and conditions in the bid document for four (4) additional one-year terms as it is deemed to be in the best interest of the Airport. Authorization is also requested to allow the Chief Executive Officer to exercise the Authority's right to purchase product at the same price in each of the four (4) option years.

Dr. Greenberg moved to authorize the purchase of filtered sand that meets FAA specifications to be used during 2021-2022 winter snow operations to Holliston Sand Company, Inc. in the amount of \$130.25 per ton with the estimated annual usage of filtered sand to be 2,000 tons. The bid award is for one year with the Authority reserving the right to purchase at the same terms and conditions in the bid document for four (4) additional one-year terms as it is deemed to be in the best interest of the Airport and to allow the Chief Executive Officer to exercise the Authority's right to purchase product at the same price in each of the four (4) option years. This purchase is 100% Airport funded. The motion was adopted unanimously.

10.3 Service Contract No. . ~~SC-915~~ SC-21-1098*: Floor Maintenance with NYSID – Rehabilitation Support Services (RSS). **Edit made due to clerical error.*

Ms. Quinn recommended authorization to award a service contract for floor maintenance services in the Terminal Building, subject to pricing concurrence and approval by the New York State Office of General Services (OGS) in an estimated annual amount of \$738,555.09. She advised these services were solicited from a Preferred Source Provider in accordance with the New York



State Finance Law and the contract is for an initial 1 year term that can be extended each year if the Chief Executive Officer determines services have been satisfactorily performed in accordance with the terms and conditions of the agreement. Renewal pricing adjustments are based upon the New York State Department of Labor changes in Prevailing Wage Rates and the Consumer Price Index for non-labor costs. This contract will be funded from account number 45000-20-000 (Terminal-Purchase Services).

Ms. O'Connor moved to authorize a service contract for floor maintenance services in the Terminal Building, subject to pricing concurrence and approval by the New York State Office of General Services (OGS) in an estimated annual amount of \$738,555.09 from a Preferred Source Provider in accordance with the New York State Finance Law for an initial 1 year term that can be extended each year if the Chief Executive Officer determines services have been satisfactorily performed in accordance with the terms and conditions of the agreement. Renewal pricing adjustments are based upon the New York State Department of Labor changes in Prevailing Wage Rates and the Consumer Price Index for non-labor costs. The motion was adopted unanimously.

10.4 Extension of Contract No. 409-F with Airport Rates and Charges Consultant January 1, 2022 through December 31, 2022 at the attached fee schedule.

Mr. Zonsius recommended authorization to extend Contract No. 409-F with Airport Rates and Charges Consultant, LeighFisher, Inc., from January 1, 2022 through December 31, 2022 in the amount of \$60,000. He advised the Consultant provides servicing related to Airport rate setting including an annual opinion that the rates and charges imposed on airlines are appropriate in accordance with the Signatory Airline Use and Lease Agreement and they also may be called upon to provide reports in conjunction with the issuance of bonds. The Airport master bond resolution requires that the Airport utilize the service of an "Airport Consultant" that meets the following definition: "Airport Consultant" means an independent person or firm or corporation (a) not under the control of the Authority or any airline or air carrier landing at the Airport on a routine basis, and (b) who shall have a widely known and favorable reputation for special skill, knowledge and experience in methods of the development, operation and management of airports of the approximate size and character as the properties constituting the Airport System. The retention of LeighFisher Inc. fulfills the need to appoint a firm well qualified to fulfill the role of Airport Consultant.

Mr. Nardacci moved to authorize the extension of Contract No. 409-F with Airport Rates and Charges Consultant, LeighFisher, Inc., from January 1, 2022 through December 31, 2022 in the amount of \$60,000. The motion was adopted unanimously.

10.5 Negotiations Professional Services Contract: Contract No. S-21-1101 Design Services for Pavement Condition Index (PCI) report with McFarland Johnson



Mr. LaClair recommended authorization to approve Negotiations for Professional Services Contract No. S-21-1101 for Design Services for Pavement Condition Index (PCI) report with McFarland Johnson. He advised the RFQ evaluation committee met and discussed each proposal and the firm receiving the highest score and recommendation for award is McFarland Johnson. He further advised that subsequent prospective contract award is contingent upon Board approval of negotiated fee established following grant guidelines and the project will be 90% federally funded, 5% State and 5% Airport funded.

Mr. Hicks moved to approve Negotiations for Professional Services Contract No. S-21-1101 for Design Services for Pavement Condition Index (PCI) report with McFarland Johnson. The motion was adopted unanimously.

11. Authorization of Change Orders

11.1 Construction Contract: Authorization to Award Change Order No. 1 to Contract S-20-1075FP Terminal Fire Alarm Replacement to Hewitt & Young Electric

Mr. LaClair recommended authorization to approve Change Order No. 1 to Contract S-20-1075FP Terminal Fire Alarm Replacement to Hewitt & Young Electric in the amount of \$132,606 which would bring the amended contract amount to \$1,580,106. He advised the additional items of work include field engineering and testing of existing mechanical systems for compatibility with new alarm system, supplying and installing new modules where existing modules failed or did not exist to maintain the fire protection system currently in place while the new system is installed. A temporary system was installed for elevator #12, which was recently rehabilitated to make it code compliant to get a Certificate of Occupancy. The controls for the Terminal exhaust fans and the Terminal annunciator will have additional remote control access to an area readily accessible to the ARFF, to allow faster and safer emergency response without entering the building.

Mr. Heider moved to approve Change Order No. 1 to Contract S-20-1075FP Terminal Fire Alarm Replacement to Hewitt & Young Electric in the amount of \$132,606. The motion was adopted unanimously.

12. Authorization of Federal and State Grants - None

13. Informational Only - None

14. Adoption of Budget 2022 in the amount of \$68,008,794 and authorization to transfer \$197,386 from the Authority to the Albany County Airport Authority OPEB Trust.



Mr. Zonsius advised the Finance Committee met on November 15, 2021 and the committee recommends Adoption of the 2022 Airport Operating Budget in the amount of \$68,008,794 and also recommends authorization to transfer \$197,386 from the Authority to the Albany County Airport Authority OPEB Trust.

Mr. Hicks, Chair of the Finance Committee, moved to adopt the 2022 Airport Operating Budget in the amount of \$68,008,794 and to authorize the transfer of \$197,386 from the Authority to the Albany County Airport Authority OPEB Trust. The motion was adopted unanimously.

15. Review and approval of the Authority’s PROCUREMENT CONTRACT GUIDELINES, OPERATIVE POLICY, PETTY CASH ACCOUNTS AND INSTRUCTIONS (Procurement Guidelines) adopted December 14, 2015 and last reviewed December 16, 2020.

Mr. Zonsius recommended review and approval of the Authority’s Procurement Guidelines adopted December 14, 2015 and last reviewed and approved December 16, 2020. He advised that the NYS Authority Budget Office requires that the Authority annually disclose if the procurement guidelines have been annually reviewed, amended if needed, and approved by its governing Board.

Mr. Zonsius recommended the following changes to the Procurement Contract Guidelines, Operative Policy, Petty Cash Accounts and Instructions:

Changed: Appendix A, Goods, Materials and Supplies, phone quotes for \$1,000-\$4,999 decreased from 3 to 1.

Changed: Appendix A, Other Administrative Contracts, phone quotes for \$1,000-\$4,999 decreased from 3 to 1.

Changed: Appendix A, Purchased Services, phone quotes for \$0-\$4,999 decreased from 3 to 1.

Mr. Heider moved to approve the Procurement Guidelines with the following changes: Changed: Appendix A, Goods, Materials and Supplies, phone quotes for \$1,000-\$4,999 decreased from 3 to 1; Changed: Appendix A, Other Administrative Contracts, phone quotes for \$1,000-\$4,999 decreased from 3 to 1; and Changed: Appendix A, Purchased Services, phone quotes for \$0-\$4,999 decreased from 3 to 1.

The motion was adopted unanimously.

Old Business: None

New Business: None

Executive Session: None



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

ES-1 Personnel Matter

The motion was adopted unanimously.

There being no action taken on the Executive Session item and there being no further business, the meeting was adjourned at 1:25 p.m.



ALBANY COUNTY AIRPORT AUTHORITY

REGULAR MEETING

AGENDA

REGULAR MEETING

AGENDA

December 6, 2021

General:

- 3. Chairman's Remarks**
- 4. Approval of Minutes**
Regular Meeting – November 8, 2021
- 4. Communications and Report of Chief Executive Officer**

Reports:

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

Action Items:

- 10. Authorization of Contracts/Leases/Contract Negotiations/Contract Amendments**
 - 10.1 Approval of expenditure in the amount of \$847,849 and approximately \$45,000 for insurance policy premiums and insurance broker services, respectively (\$892,849 total).**



- 10.2 Purchase Order: Contract No. 21-1094: Filtered Sand to Holliston Sand Company
- 10.3 Service Contract No. ~~SC-915~~ **SC-21-1098*** Floor Maintenance with NYSID – Rehabilitation Support Services (RSS). **Edit made due to clerical error.*
- 10.4 Extension of Contract No. 409-F with Airport Rates and Charges Consultant January 1, 2022 through December 31, 2022 at the attached fee schedule.
- 10.5 Negotiations Professional Services Contract: Contract No. S-21-1101 Design Services for Pavement Condition Index (PCI) report with McFarland Johnson
- 11. Authorization of Change Orders
 - 11.1 Construction Contract: Authorization to Award Change Order No. 1 to Contract S-20-1075FP Terminal Fire Alarm Replacement to Hewitt & Young Electric
- 12. Authorization of Federal and State Grants - None
- 13. Informational Only
- 14. Adoption of Budget 2022 in the amount of \$68,008,794 and authorization to transfer \$197,386 from the Authority to the Albany County Airport Authority OPEB Trust.
- 15. Review and approval of the Authority's PROCUREMENT CONTRACT GUIDELINES, OPERATIVE POLICY, PETTY CASH ACCOUNTS AND INSTRUCTIONS (Procurement Guidelines) adopted December 14, 2015 and last reviewed December 16, 2020.

Old Business:

New Business:

Executive Session - Attorney-Client Privilege Matters

AGENDA ITEM NO. 3

Communications and Report of Chief Executive Officer



MEMO: **January 24, 2022**

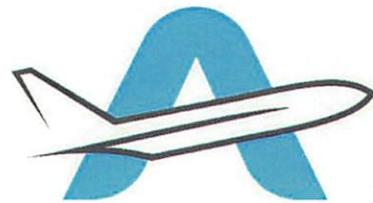
TO: **Albany County Airport Authority Board Members**

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

- **Omicron Impact on Operations, Enplanements and Finances**
- **Proposed New Expansion Projects/Masterplan Update**
- **Collaborations & Partnerships Update**
- **5(g) Deployment**

AGENDA ITEM NO. 4

Financials



ALBANY
INTERNATIONAL AIRPORT

NOVEMBER FINANCIAL REPORT

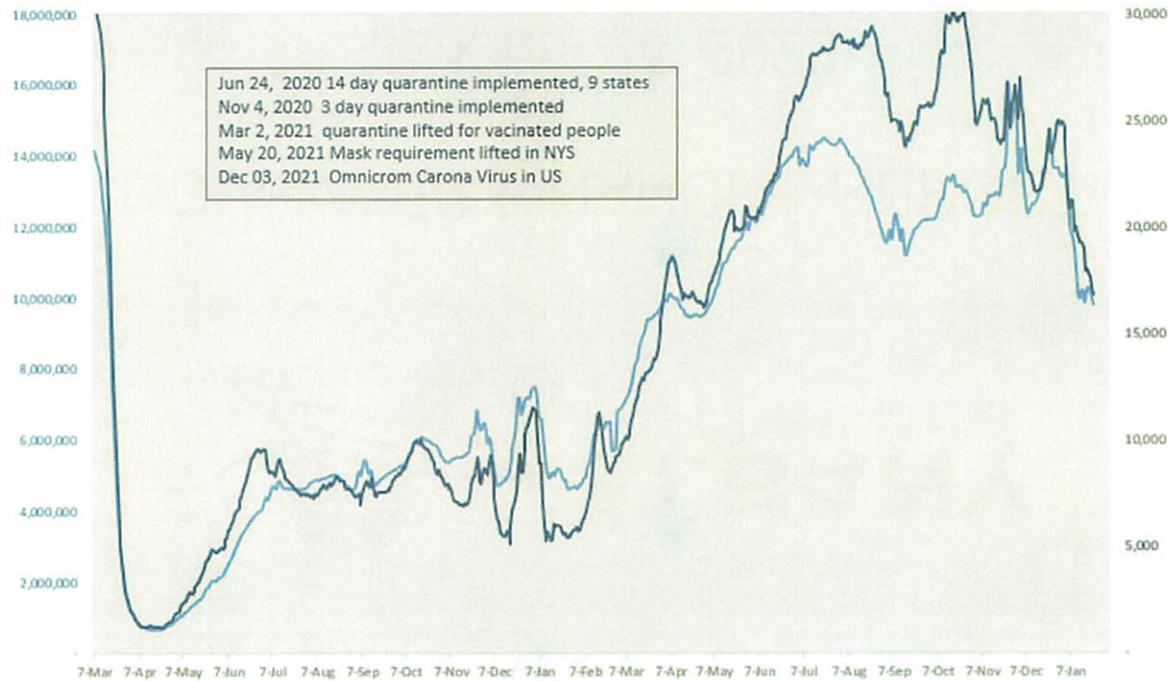
January 24, 2022



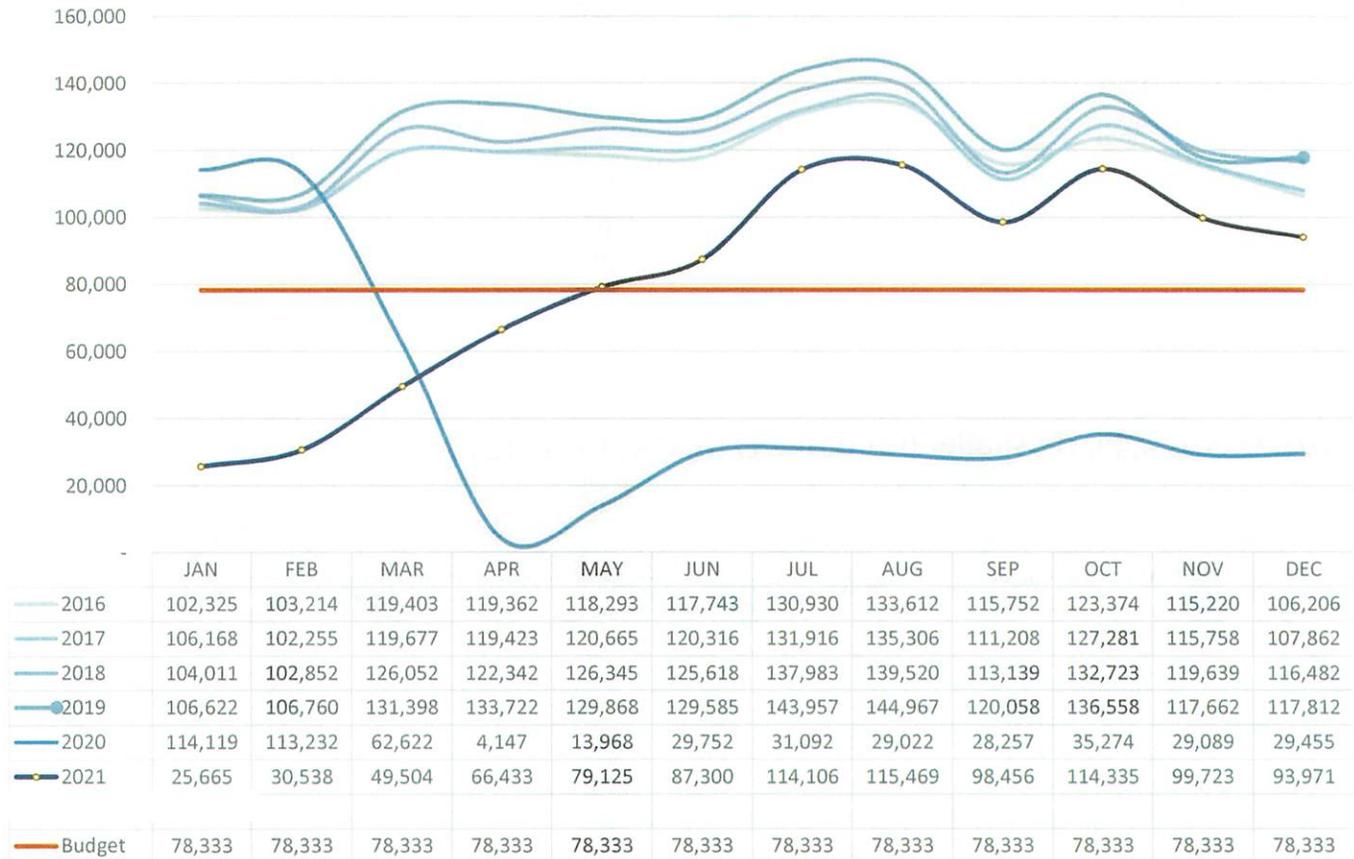
Running Seven (7) Day – Weekly - Throughput National vs ALB



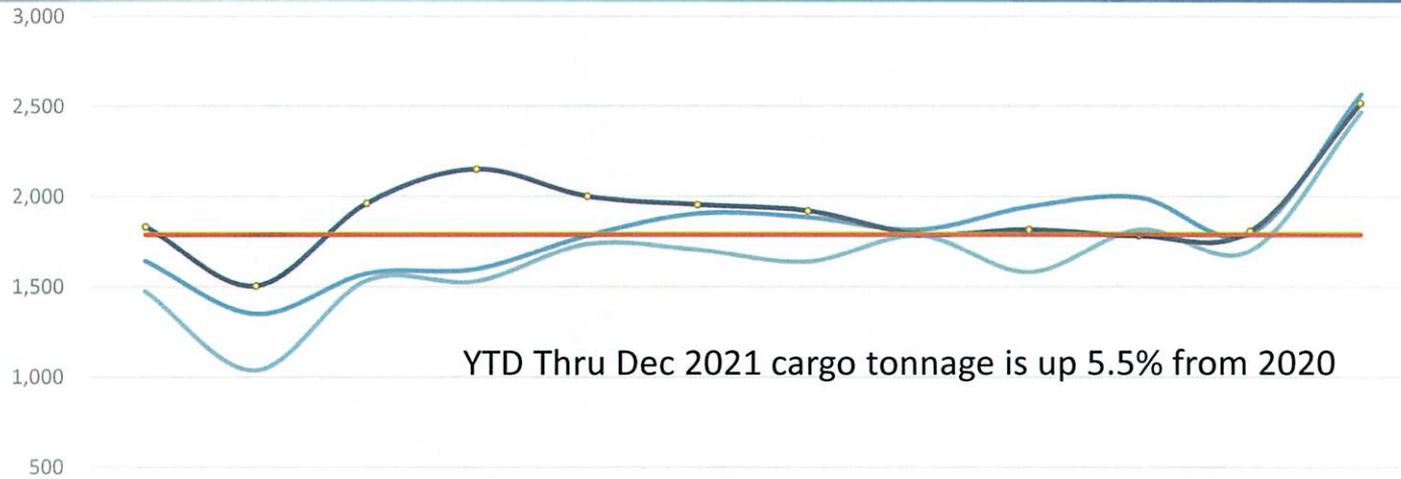
Running Seven (7) Day - Weekly - Throughput National vs. ALB



Monthly Enplanements – Total 2021 Enplanements 975,939

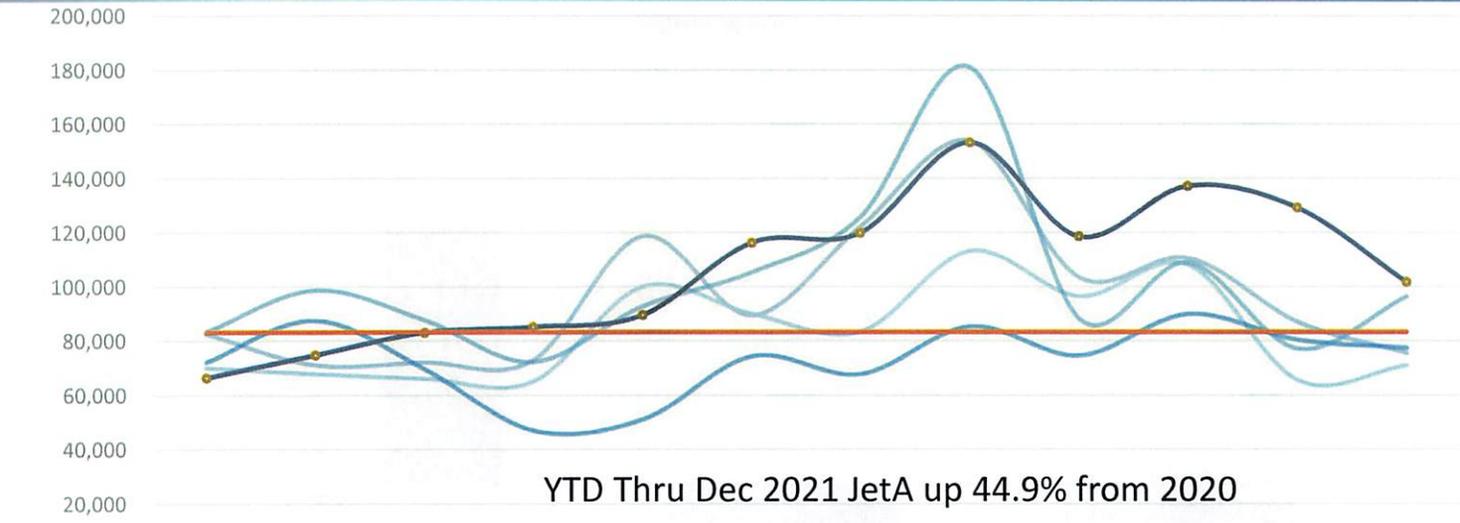


Monthly Cargo (tons)



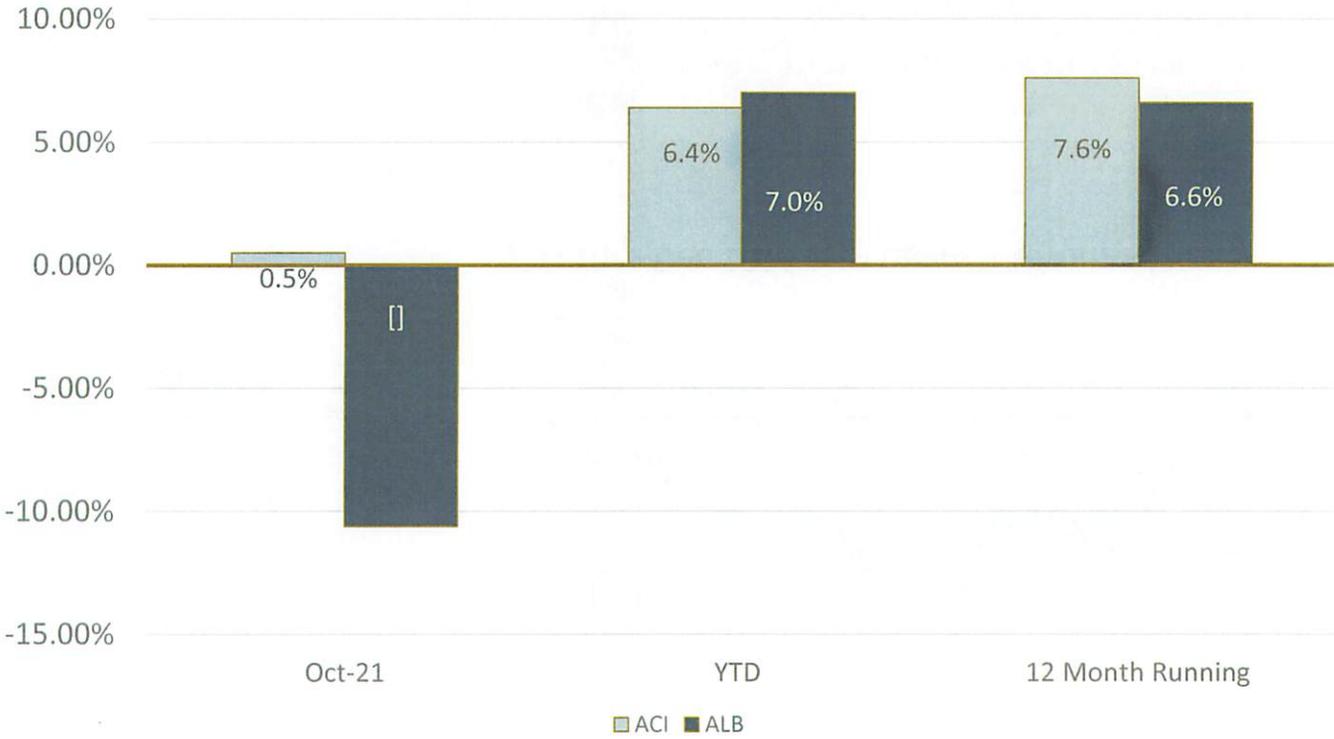
	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
2016	-	-	-	-	-	-	-	-	-	-	-	-
2017	-	-	-	-	-	-	-	-	-	-	-	-
2018	-	-	-	-	-	-	-	-	-	-	-	-
2019	1,474	1,037	1,534	1,530	1,737	1,705	1,639	1,784	1,581	1,818	1,701	2,470
2020	1,641	1,349	1,572	1,598	1,783	1,906	1,886	1,817	1,945	1,996	1,796	2,570
2021	1,833	1,504	1,963	2,152	2,002	1,955	1,921	1,793	1,817	1,783	1,808	2,517
Budget	1,792	1,792	1,792	1,792	1,792	1,792	1,792	1,792	1,792	1,792	1,792	1,792

Monthly Jet A FBO only (gallons)



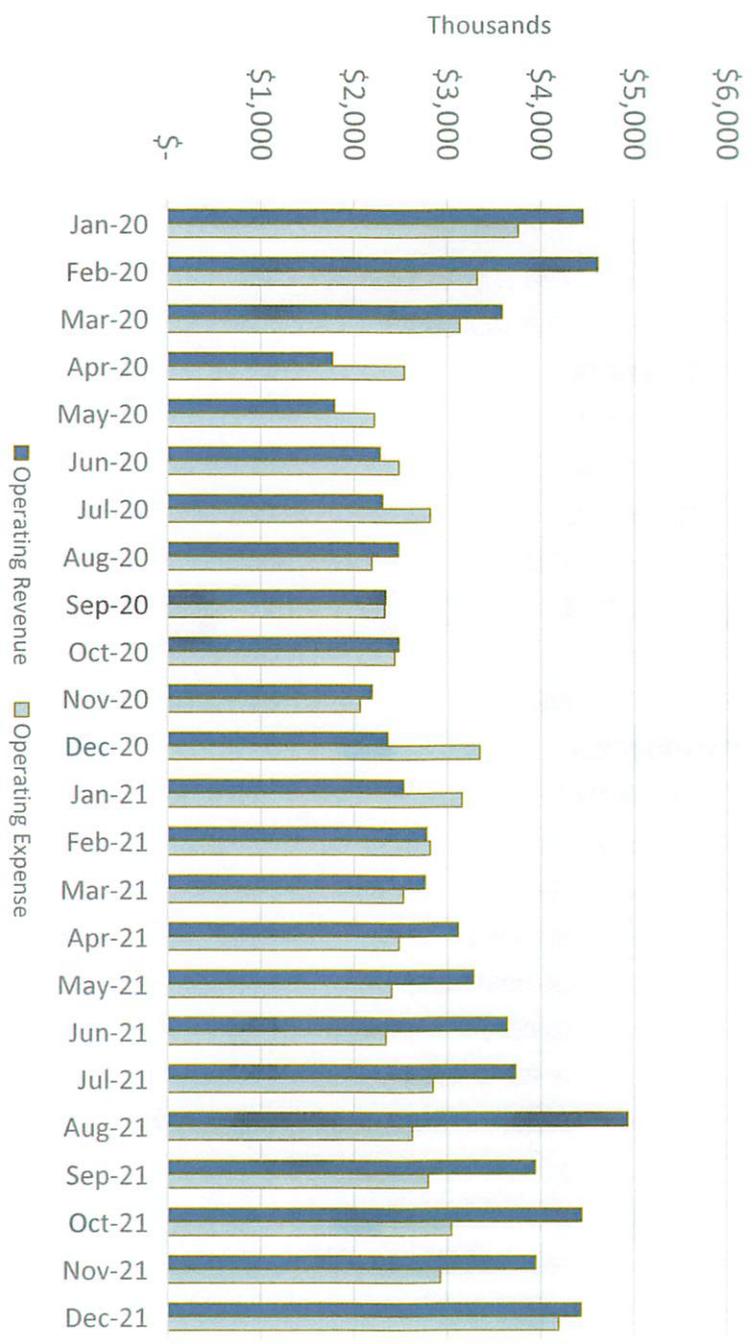
	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
2016	-	-	-	-	-	-	-	-	-	-	-	-
2017	70,070	67,820	66,129	65,069	99,920	89,950	83,365	113,131	96,413	107,989	65,483	70,963
2018	82,592	71,125	72,099	72,863	118,650	89,409	122,091	153,689	103,321	110,506	86,915	75,434
2019	83,336	98,665	87,742	72,253	92,728	105,222	125,728	180,994	88,182	108,828	77,083	96,319
2020	72,189	87,512	69,687	46,970	51,077	74,327	67,735	85,275	74,544	89,867	80,361	77,368
2021	66,418	74,760	83,068	85,089	89,502	116,254	119,897	153,167	118,495	137,138	129,076	101,518
Budget	83,333	83,333	83,333	83,333	83,333	83,333	83,333	83,333	83,333	83,333	83,333	83,333

Freight Comparison Domestic North America vs. ALB (October 2021)



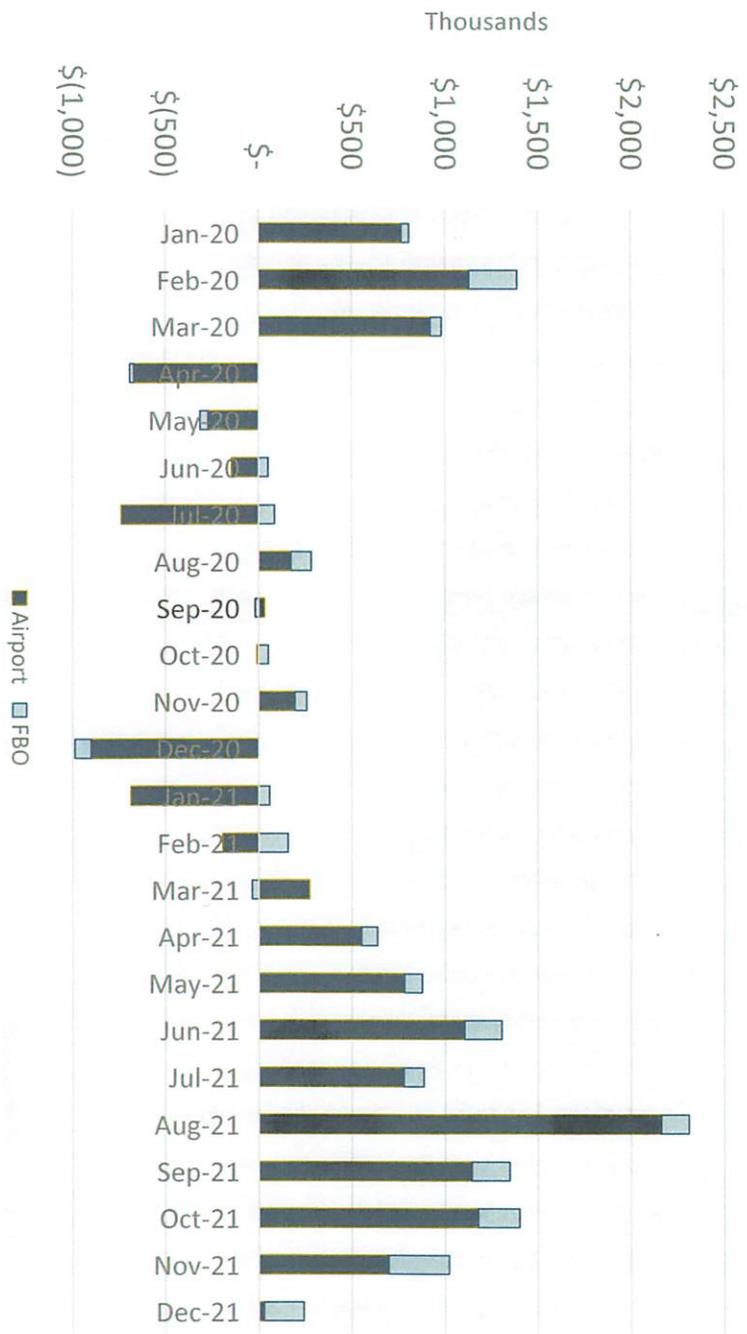


Operating Revenue vs Operating Expense (including FBO)

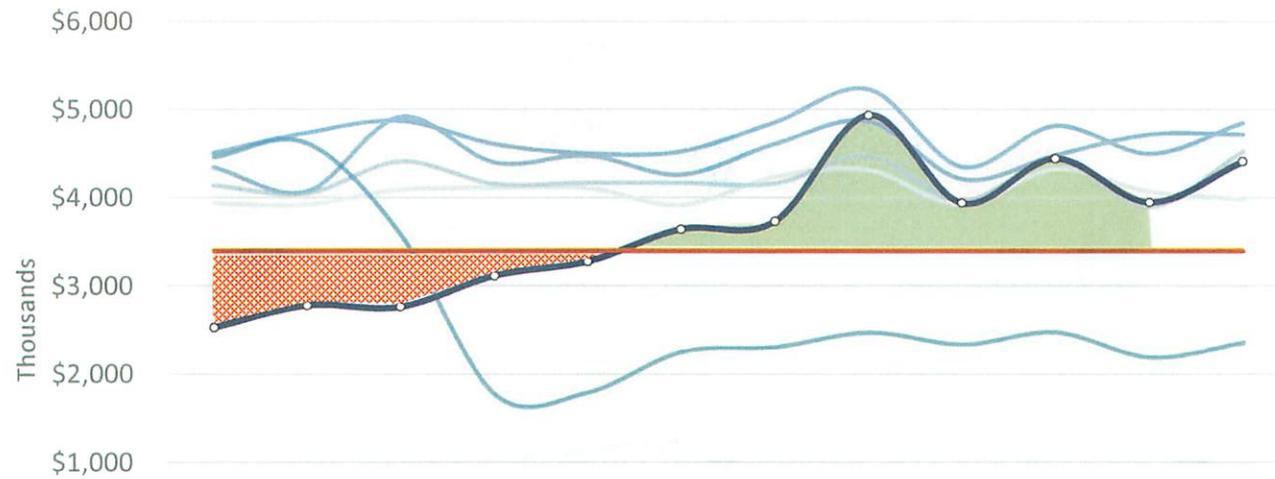




Operating Net Profit, Airport and FBO

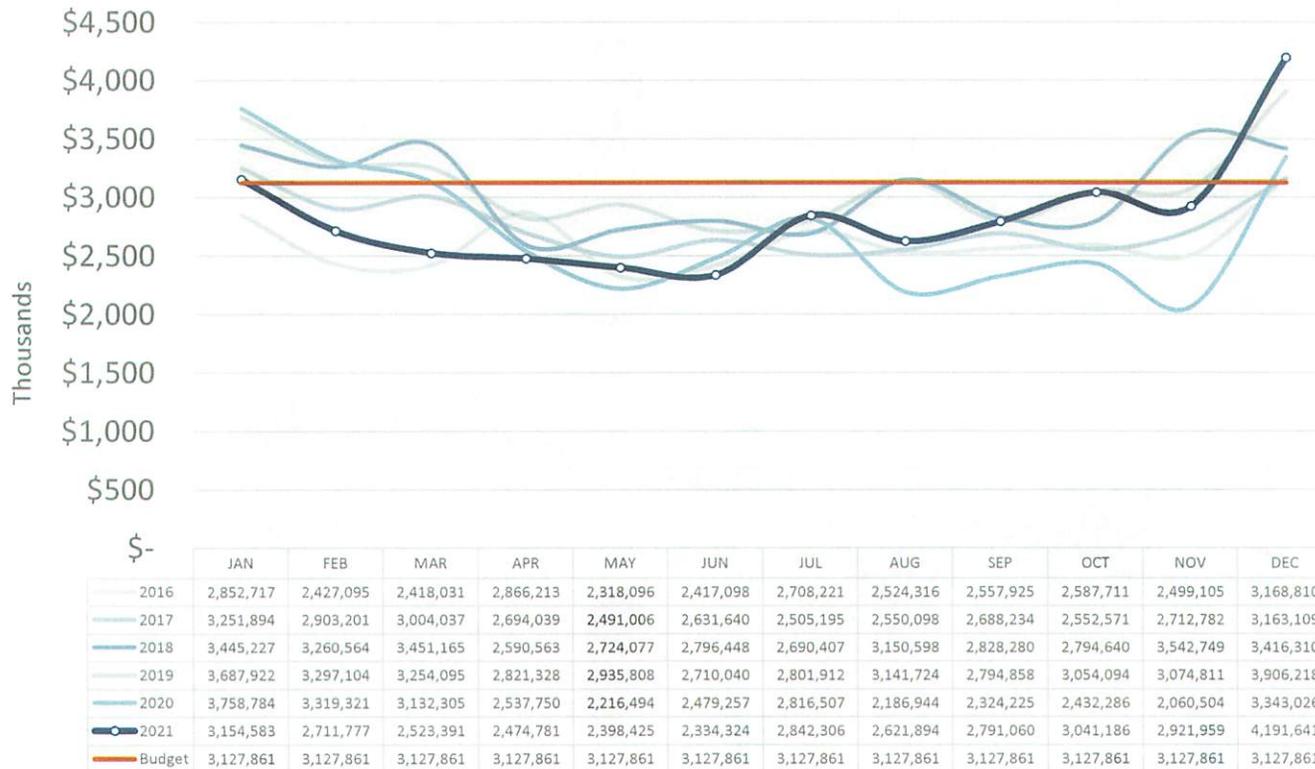


Operating Revenue (including FBO)

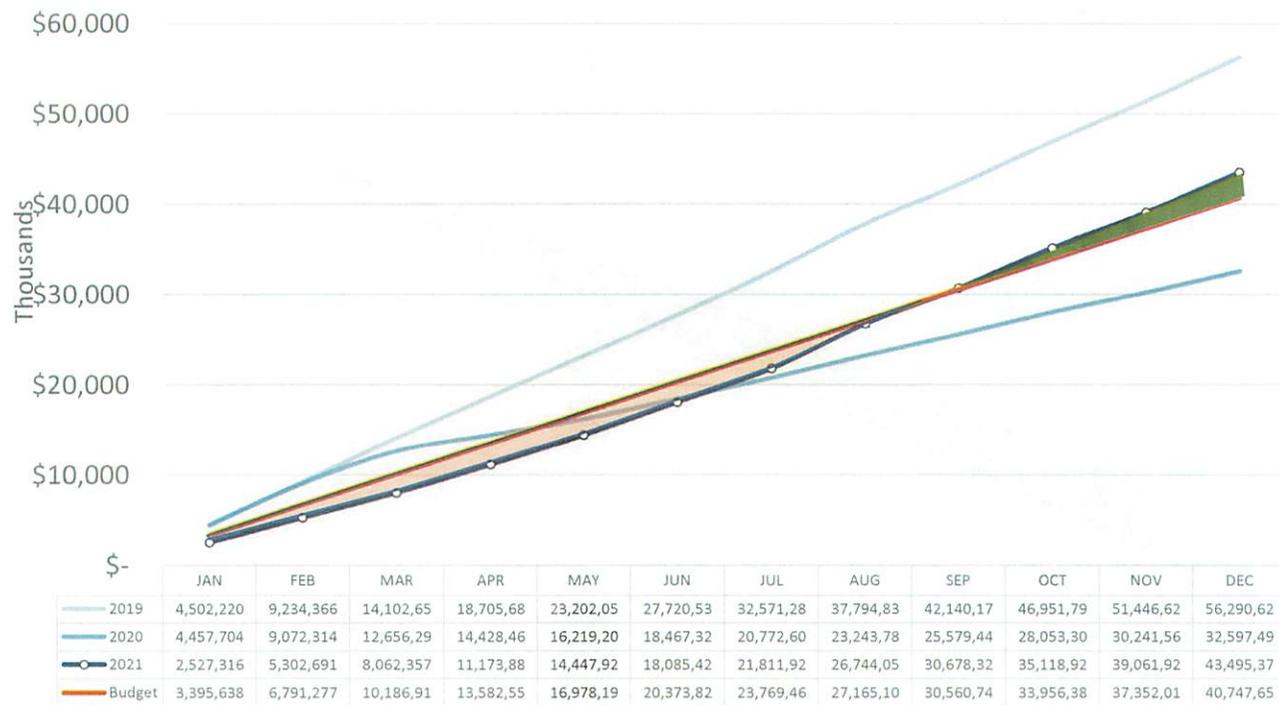


\$-	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
2016	3,928,860	3,917,499	4,087,012	4,109,382	4,106,818	3,910,886	4,231,228	4,307,318	3,914,972	4,319,343	4,064,148	3,978,554
2017	4,135,262	4,046,736	4,407,251	4,154,501	4,167,155	4,164,833	4,159,376	4,462,139	3,960,352	4,418,382	3,892,433	4,521,852
2018	4,341,336	4,067,370	4,912,273	4,395,345	4,473,235	4,256,906	4,604,285	4,863,261	4,206,101	4,477,987	4,712,918	4,712,918
2019	4,502,220	4,732,146	4,868,289	4,603,032	4,496,366	4,518,483	4,850,750	5,223,544	4,345,347	4,811,613	4,494,835	4,843,995
2020	4,457,704	4,614,610	3,583,977	1,772,172	1,790,745	2,248,112	2,305,280	2,471,187	2,335,661	2,473,856	2,188,264	2,355,923
2021	2,527,316	2,775,375	2,759,666	3,111,524	3,274,039	3,637,500	3,726,507	4,932,130	3,934,263	4,440,602	3,943,005	4,406,690
Budget	3,395,639	3,395,639	3,395,639	3,395,639	3,395,639	3,395,639	3,395,639	3,395,639	3,395,639	3,395,639	3,395,639	3,395,639

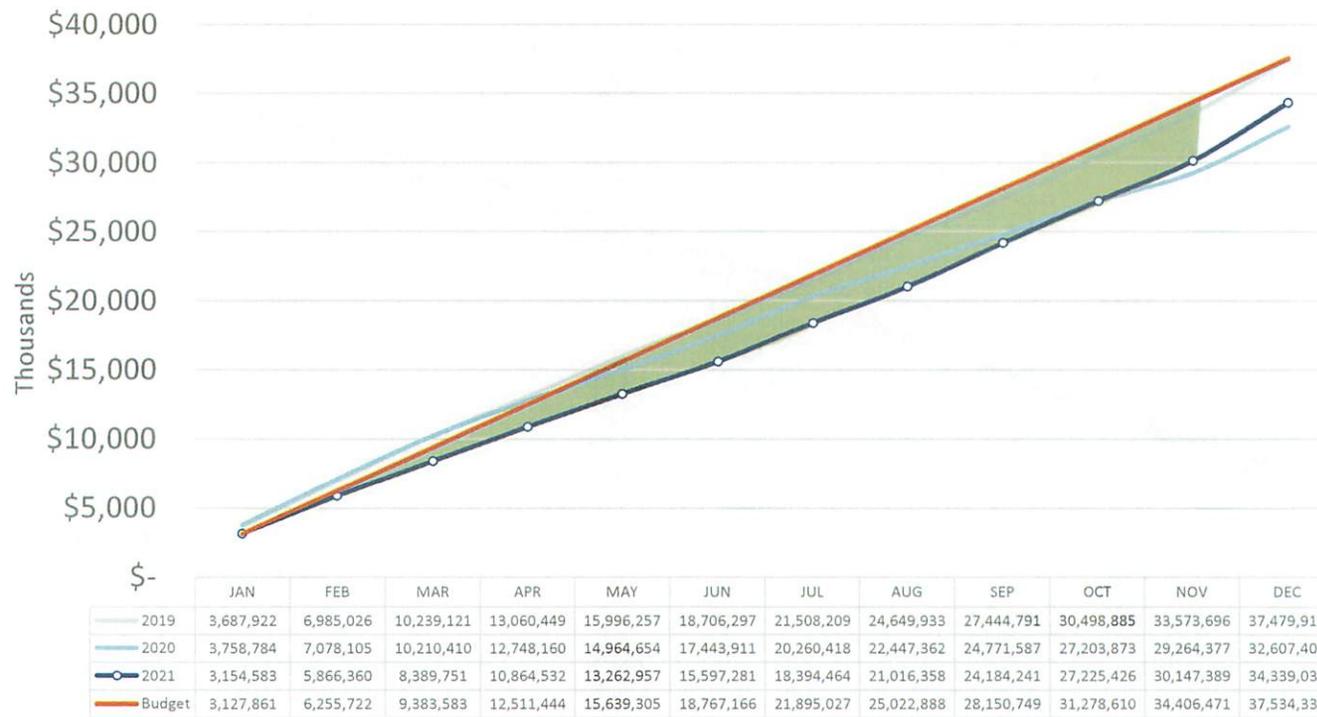
Operating Expense (including FBO)



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



YTD Operating Expense vs. YTD Budget (including FBO)



Cash and Cash Equivalents - Operating



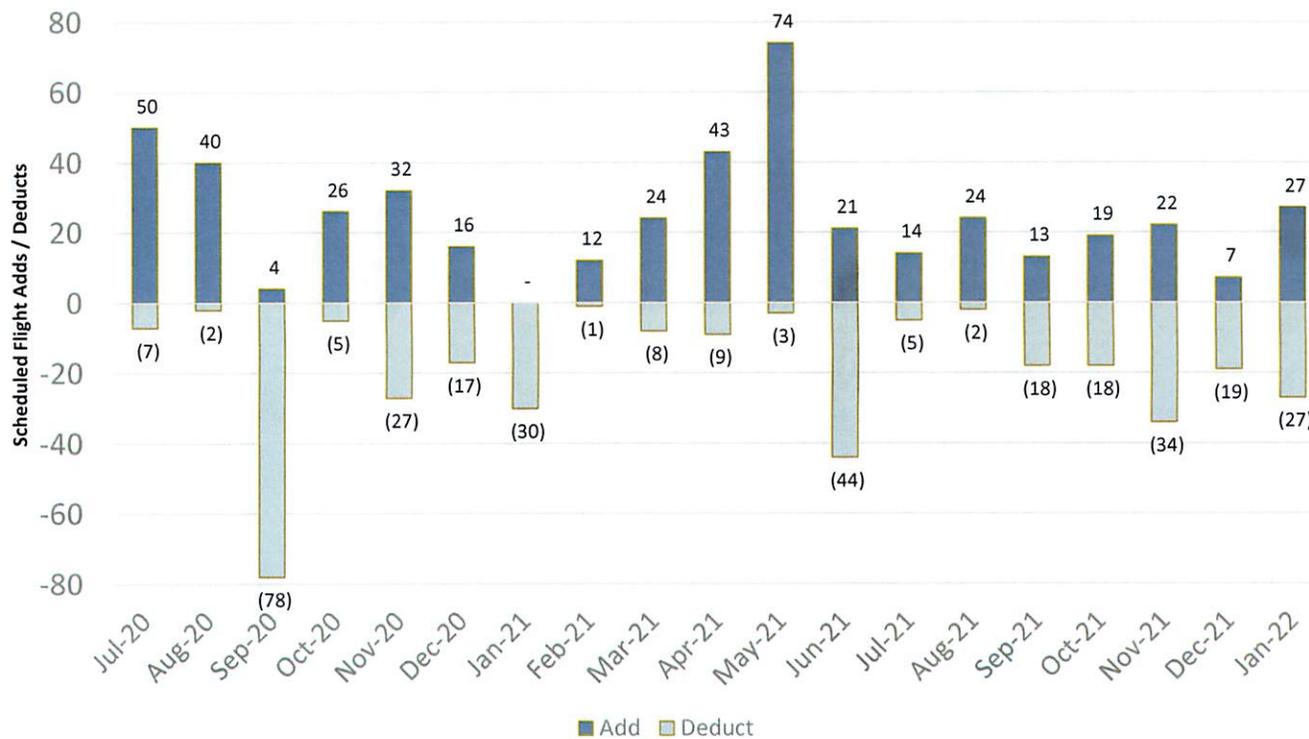
	2020	2021
Unrestricted	\$21,399,156	\$ 22,357,372
Restricted – Capital	15,835,325	16,814,046
Restricted - Reserves & Debt Service	14,381,796	14,686,449
	<u>\$51,616,277</u>	<u>\$53,857,867</u>

Monthly Scheduled Passenger Airline Service



	Airlines	Non-Stop Destination Airports	Non-Stop Destination Cities	Non-Stop Scheduled Flights	Average Flights per Day	Monthly Seats Available	Monthly Landed Weight
Dec20	7	16	12	693	22.4	64,017	67,995K
Jan21	7	15	11	622	20.6	56,129	58,693K
Feb21	7	16	11	560	20.0	50,558	52,562K
Mar21	7	15	10	688	22.2	67,958	67,148K
Apr21	7	14	11	841	28.0	79,363	79,959K
May21	7	17	14	1,097	35.4	106,783	108,429K
Jun21	7	19	14	991	33.0	97,420	96,960K
Jul21	7	19	14	1,100	35.5	114,081	111,304K
Aug21	7	19	15	1,165	37.9	123,051	125,165K
Sep21	7	17	13	1,129	37.6	120,713	116,139K
Oct21	7	18	13	1,182	38.1	125,324	115,091K
Nov21	7	17	12	1,120	37.3	118,803	112,293K
Dec21	7	17	12	1,096	35.4	114,381	111,014K
Jan22	7	18	13	1,066	34.4	111,340	107,377K

Weekly Scheduled Flight Adds and Deducts – Jan 2022



Beginning of Month	243
Weekly Flights Added	
LGA	13
DTW	5
MDW	3
DCA	3
Others	<u>3</u>
	27

Weekly Flights Reduced	
ORD	10
CLT	7
FLL	3
Others	<u>7</u>
	27

End of Month **243**

Thank You





ALBANY

INTERNATIONAL AIRPORT

Monthly Financial Report

November 2021

(dated December 21, 2021)

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December 21, 2021

ACAA Members
Philip F. Calderone, Esq.

INTRODUCTION

The monthly highs and lows in brief are as follows:

- ↑ Thirteen weekly flights to LGA;
- ↑ Month Airport operating profit \$538,041;
- ↑ Month FBO operating profit: \$324,654;

Cash Position – Restricted

Restricted cash available for capital purposes is as follows:

Projects	\$ 5,868,915
Projects – PFC	9,514,896
Projects – Other	1,352,586
	<u>\$16,736,397</u>

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

	<u>Current Year versus</u>			
	2021 Budget	2021 Month	2021 YTD	2021 Prev. 12 Mo.
Enplanements	27.3%	242.8%	79.8%	49.8%
Cargo	14.1	0.7	6.5	6.2
Operations	20.7	32.9	10.6	6.7

Accounts Receivable

The Accounts Receivable balance is approximately 17.06 of average day total operating revenues.

Equity – YTD Earnings

The Summary of Revenues, Expenses and Net results is provided on Page 4. The Airport recorded a change in net position for the month and year-to-date shown as follows:

	<u>Month</u>	<u>YTD</u>
Airport Operating	\$696,393	\$ 7,332,035
FBO Profit	<u>324,654</u>	<u>1,582,505</u>
	1,021,047	8,914,540
Other Rev/Exp (d.ser.)	(483,006)	(697,445)
Capital Contributions	1,109,287	6,780,737
Airline Incnt. Payts.	(_____)	(<u>126,162</u>)
	<u>626,281</u>	<u>5,957,130</u>
	\$1,647,328	\$14,871,670

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 \$22,714,363 and equates to approximately 8.29 months of operating reserves (Notes to Financial Statements #2, Page 8), this is a nominal change from the prior month.

Operating Revenues

The 2021 Operating Revenues do not include the following annual adjustments (generally reductions in revenue) that are recorded at each year-end:

1. Airline Settlement - Landing, Terminal, Apron, Passenger Boarding Bridge; and,

Dec21 (\$271,891)

2. ACAA Share of Revenue Sharing (if any).

Dec21 \$2,326,742

Monthly and YTD 2021 operating revenue differences from the prior year are shown below:

	Month	YTD
Airline Revenue	\$ 227,372	\$ 590,366
Non-Airline Revenue		
Parking Revenue	955,205	2,658,970
Rental Cars	162,428	2,307,031
Food & Beverage	5,318	317,488
Retail	(292,882)	(14,341)
Other	37,958	27,934
Non-Airline Revenue	<u>868,027</u>	<u>5,297,082</u>
	<u>\$1,095,399</u>	<u>\$5,887,448</u>

Airport Operating Expenses

Monthly operating expenses were approximately \$2,240K and \$1,787K for 2021 and 2020, respectively. YTD operating expenses were \$23,307K and \$24,061K for 2021 and 2020, respectively.

AIRPORT OPERATING BUDGET

Monthly operating revenues were favorable by approximately \$200K, again, due in large part to the increase rental car revenues, food & beverage and retail sales. Monthly operating expenses compared to budget were favorable by approximately \$142K.

YTD operating revenues were favorable by approximately \$546K, due in large part to the decrease in parking revenue in the first three months of the year. YTD operating expense were favorable by approximately \$3,665K.

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

MILLION AIR FBO OPERATIONS

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

	<u>Current Year versus</u>			
	2021 Budget	2020 Month	2020 YTD	2020 Prev. 12 Mo.
JetA (gals)	54.9%	60.6%	46.2%	39.1%
AvGas (gals)	(16.4)	(13.6)	(20.4)	(19.6)

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

The FBO had operating profits of \$324,654 and \$1,582,505, for the month and year-to-date, respectively

PASSENGER AIRLINE SCHEDULES

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

	<u>Begin</u>	<u>+</u>	<u>-</u>	<u>End</u>
Mar20 (week #13-20)				354
Apr20 (week #17)				313
May20 (week #22)				98
Jun20 (week #26)	98	12	(185)	140
July20 (week #30)	140	50	(7)	183
Aug20 (week #34)	183	40	(2)	221
Sep20 (week #39)	221	4	(78)	147
Oct20 (week #44)	147	26	(5)	168
Nov20 (week #49)	168	32	(27)	173
Dec20 (week #53)	173	16	(17)	172
Jan21 (week #21-03)	172	-	(30)	142
Feb21 (week #21-08)	131	12	(1)	142
Mar21 (week #21-12)	142	24	(8)	158
Apr21 (week #21-16)	158	43	(9)	192
May21 (week #21-21)	192	74	(3)	263
Jun21 (week #21-25)	263	21	(44)	240
Jul21 (week #21-29)	240	14	(5)	249
Aug21 (week #21-34)	249	24	(2)	271
Sep21 (week #21-38)	271	13	(18)	266
Oct21 (week #21-42)	266	19	(18)	267
Nov21 (week#21-46)	267	22	(34)	255
Dec21 (week#21-50)	255	7	(19)	243
Jan22 (week#22-04)	243	27	(27)	243

PROJECTIONS

2021 and 2022 enplanement projections are as follows:

	2021	2022
Jan 2021	740,000	1,200,000
Feb 2021	650,000	1,200,000
Mar 2021	650,000	1,200,000
Apr 2021	792,300	1,200,000
May 2021 (June 25)	860,000	1,200,000
Jun 2021 (Jul 22)	900,000	1,200,000
Jul 2021 (Aug26)	940,000	1,200,000
Aug 2021 (Sep24)	940,000	1,200,000
Sep 2021 (Oct22)	998,000	1,200,000
Oct 2021 (Nov19)	980,000	1,200,000
Nov 2021 (Dec21)	980,000	1,200,000

BOND RATINGS

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

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>
Jun20	(78.1)	(77.0)	(53.7)	(54.2)	(24.8)	(25.3)
Jul20	(69.9)	(78.4)	(56.3)	(58.2)	(31.6)	(33.1)
Aug20	(66.7)	(80.0)	(57.7)	(61.2)	(37.8)	(41.0)
Sep20	(63.0)	(76.5)	(58.3)	(62.8)	(43.1)	(47.3)
Oct20	(60.7)	(74.2)	(58.6)	(64.0)	(48.6)	(54.1)
Nov20	(60.2)	(75.3)	(58.7)	(65.0)	(53.4)	(59.9)
Dec20	(61.4)	(75.0)	(58.9)	(65.8)	(58.9)	(65.8)
Jan21	(61.1)	(75.9)	(61.1)	(75.9)	(63.6)	(71.7)
Feb21	(61.2)	(73.0)	(61.2)	(75.3)	(68.3)	(77.2)
Mar21	7.4	(20.9)	(45.8)	(63.5)	(66.5)	(77.1)
Apr21	*	*	(20.6)	(41.5)	(58.0)	(70.2)
May21	*	*	5.2	(18.4)	(47.7)	(62.0)
Jun21	*	*	27.6	0.6	(36.0)	(53.3)
Jul21	*	*	44.7	23.1	(22.3)	(39.9)
Aug21	*	*	55.2	43.1	(7.5)	(2.3)
Sep21	*	*		56.7		(4.6)
Oct21	*	*		69.5		20.6
Nov21	*	*		79.8		49.8

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

Cargo

	<u>NAM</u>	<u>ALB</u>	<u>NAM</u>	<u>ALB</u>	<u>NAM</u>	<u>ALB</u>
Jun20	11.7	11.8	2.2	8.7	1.1	10.0
Jul20	12.7	15.1	3.5	9.7	1.6	10.8
Aug20	1.5	1.8	3.3	8.6	1.8	10.7
Sept20	16.0	23.1	4.7	10.2	3.7	12.5
Oct20	10.0	9.8	5.3	10.1	4.5	12.6
Nov20	10.1	5.6	5.7	10.0	5.6	12.7
Dec20	15.5	4.0	6.5	9.2	6.5	9.2
Jan21	14.9	11.7	14.9	11.7	8.2	9.3
Feb21	4.0	11.5	9.9	11.6	8.4	8.4
Mar21	16.2	24.9	12.6	16.2	10.1	10.1
Apr21*	16.2	34.7	13.5	21.0	11.1	12.4
May21	5.2	12.3	11.7	19.0	11.5	13.2
Jun21	2.3	2.6	9.7	15.9	10.5	12.4
Jul21	(0.8)	1.9	8.2	13.6	9.5	11.2
Aug21	4.4	(1.3)	7.5	11.6	9.4	10.9
Sep21		(6.6)		9.3		8.5
Oct21		(10.6)		7.0		6.6
Nov21		0.7		6.5		6.2

* adjusted

Albany County Airport Authority
Statements of Net Position

	<u>Unaudited</u> <u>November 30, 2020</u>	<u>Unaudited</u> <u>November 30, 2021</u>
<u>ASSETS</u>		
CURRENT ASSETS		
Unrestricted Assets		
Cash and cash equivalents	\$ 19,545,647	\$ 22,714,363
Accounts receivable - net	556,966	2,139,220
Prepaid Expenses	512,889	265,957
Total Unrestricted Assets	20,615,502	25,119,540
Restricted Assets		
Operating and Renewal Reserves	7,105,278	7,107,345
CFC Funds	448,811	449,578
Capital Funds	2,568,227	5,868,915
PFC Funds	12,629,481	9,514,896
Revenue Bond Funds	14,634,313	14,749,407
FAA Restricted Funds	203,506	203,853
Concession Improvement Funds	697,963	699,155
Total Restricted Assets	38,287,579	38,593,149
Total Current Assets	58,903,081	63,712,689
NON-CURRENT ASSETS		
Bond Insurance Premiums	203,432	--
Capital Assets	300,122,894	290,464,037
Prepaid Expenses	225,103	225,103
Total Non-Current Assets	300,551,429	290,689,140
Total Assets	359,454,510	354,401,829
<u>DEFERRED OUTFLOWS OF RESOURCES</u>		
Refunding	2,145,790	1,802,374
OPEB Expenses	621,658	504,922
Pension Expenses	541,970	1,046,330
Total Deferred Outflows of Resources	3,309,418	3,353,626
TOTAL ASSETS AND DEFERRED OUTFLOWS	362,763,928	357,755,455
<u>LIABILITIES AND NET ASSETS</u>		
CURRENT LIABILITIES		
Payable from Unrestricted Assets	2,263,696	1,576,915
Payable from Restricted Assets	15,046,238	14,708,883
Total Current Liabilities	17,309,934	16,285,798
NON-CURRENT LIABILITIES		
Bonds and other debt obligations	84,937,110	77,033,440
Net OPEB liability	7,823,462	5,940,745
Net pension liability - proportionate share	554,471	1,043,979
Total Non-Current Liabilities	93,315,043	84,018,164
Total Liabilities	110,624,977	100,303,962
<u>DEFERRED INFLOWS OF RESOURCES</u>		
Concession Improvement Funds	638,443	700,187
OPEB expenses	48,217	1,552,848
Pension expenses	119,207	44,658
Total Deferred Inflows of Resources	805,867	2,297,693
<u>NET POSITION</u>		
Invested in Capital Assets, net of Related Debt	207,525,661	209,782,152
Restricted	32,552,723	28,635,929
Unrestricted	11,254,700	16,735,719
Net Position	251,333,084	255,153,800
TOTAL LIABILITIES, DEFERRED INFLOWS AND NET POSITION		
	\$ 362,763,928	\$ 357,755,455

Albany County Airport Authority
2021 Summary of Revenues, Expenses and Net Results
For the eleven months ended November 30, 2021

	Current Month			Year to Date		
	2021 Budget	2020 Actual	2021 Actual	2021 Budget	2020 Actual	2021 Actual
AIRPORT						
OPERATING REVENUES						
Airline	\$ 1,023,709	\$ 886,784	\$ 1,114,156	\$ 11,260,795	\$ 10,398,538	\$ 10,988,904
Non-Airline	1,711,938	953,644	1,821,671	18,831,316	14,352,247	19,649,329
Total Revenues	2,735,647	1,840,428	2,935,827	30,092,111	24,750,785	30,638,233
OPERATING EXPENSES						
Personal Services	809,192	710,748	709,698	8,901,117	8,144,505	8,109,787
Employee Benefits	435,396	381,357	372,085	4,789,360	4,474,430	4,289,839
Utilities & Communications	161,782	120,452	200,436	1,857,603	1,559,733	1,658,379
Purchased Services	330,815	132,312	336,417	4,476,582	4,324,843	4,143,157
Material & Supplies	388,915	269,370	298,099	4,095,516	4,135,659	3,202,113
Office	59,866	14,429	87,935	658,527	577,569	491,294
Administration	59,641	17,631	64,292	694,053	392,131	643,361
Non-Capital Equipment	136,208	140,092	170,472	1,498,292	452,338	768,268
Total Expenses	2,381,815	1,786,391	2,239,434	26,971,050	24,061,208	23,306,198
AIRPORT OPERATING RESULTS	353,832	54,037	696,393	3,121,061	689,577	7,332,035
FBO OPERATING RESULTS	83,718	64,981	324,654	567,514	638,249	1,582,505
TOTAL OPERATING RESULTS	437,550	119,018	1,021,047	3,688,575	1,327,826	8,914,540
OTHER REVENUES (EXPENSES)						
Interest Earnings	58,408	11,090	4,134	642,484	301,252	62,373
Passenger Facility Charges	303,214	345,076	303,214	3,335,354	3,795,836	3,335,354
ACAA Debt Service	(844,234)	748,476	(844,234)	(9,286,566)	(10,320,640)	(9,286,566)
Line of Credit Interest	-	(555)	-	-	(53,406)	-
Insurance Recoveries	-	-	-	-	-	53,128
Customer Facility Charges Income	-	-	-	-	50	-
Grant Income	428,067	1,211,538	23,180	4,708,733	8,603,376	4,800,566
Improvement Charges	30,700	30,700	30,700	337,700	337,700	337,700
Total Other Revenues(Expenses)	(23,845)	2,346,325	(483,006)	(262,295)	2,664,168	(697,445)
INCOME/(LOSS) BEFORE CAPITAL CONTRIBUTIONS	413,705	2,465,343	538,041	3,426,280	3,991,994	8,217,095
AIRLINE INCENTIVES	(33,333)	(68,815)	-	(366,667)	(619,384)	(126,162)
CAPITAL CONTRIBUTIONS		20,604	1,109,287		7,370,733	6,780,737
INCREASE (DECREASE) IN NET POSITION		\$ 2,417,132	\$ 1,647,328		10,743,343	14,871,670
NET POSITION, BEGINNING OF PERIOD					240,589,741	240,282,130
NET POSITION, END OF PERIOD					\$ 251,333,084	\$ 255,153,800
RECONCIATION TO AIRLINE FUNDS REMAINING:						
NET RESULTS BEFORE RESERVES	413,705	2,465,343	538,041	3,426,280	3,991,994	8,217,095
Less: Capital Improvements	(275,000)	(275,956)	(275,000)	(3,025,000)	(3,035,516)	(3,025,000)
Less: Reserve Requirements	23,409	(10,473)	23,409	257,495	(115,203)	257,495
NET RESULTS	162,114	2,178,914	286,450	658,775	841,275	5,449,590
Revenue Sharing:						
Transfer to/from Airlines (50%)	81,057	1,089,457	143,225	329,388	420,638	2,724,795
Authority Share (50%)	81,057	1,089,457	143,225	329,388	420,638	2,724,795
Less: Airline Incentives	(33,333)	(68,815)	-	(366,667)	(619,384)	(126,162)
Net Authority Share	\$ 47,724	\$ 1,020,642	\$ 143,225	\$ (37,279)	\$ (198,747)	\$ 2,598,633

Albany County Airport Authority
Operating Revenues
For the eleven months ended November 30, 2021

	Current Month			Year to Date		
	2021 Budget	2020 Actual	2021 Actual	2021 Budget	2020 Actual	2021 Actual
AIRLINE REVENUES						
COMMERCIAL						
Landing Fees-Signatory	\$ 367,755	\$ 192,728	\$ 457,891	\$ 4,045,303	\$ 2,624,822	\$ 3,989,974
Landing Fees-Non Signatory	18,990	0	0	208,893	0	14,090
Airline Apron Fees	63,186	61,107	66,296	695,044	705,256	729,259
Glycol Disposal Fee	30,025	7,509	35,381	330,279	191,171	200,151
CARGO						
Landing Fees-Signatory	53,171	41,712	57,384	584,886	456,282	615,723
Landing Fees-Non Signatory	5,179	0	4,045	56,970	0	43,391
TERMINAL						
Loading Bridges	44,841	59,592	44,841	493,249	655,513	493,250
Space Rental	440,561	524,136	443,951	4,846,171	5,765,493	4,894,381
Non-Signatory Per Turn Fee	0	0	4,366	0	0	8,685
TOTAL AIRLINE REVENUES	1,023,709	886,784	1,114,156	11,260,795	10,398,538	10,988,904
NON-AIRLINE REVENUES						
AIRFIELD						
Tenant Maintenance	2,500	0	1,396	27,500	27,517	38,801
Total Airfield	2,500	0	1,396	27,500	27,517	38,801
TERMINAL						
Utility Reimbursement	2,000	625	2,029	22,000	21,217	22,812
Tenant Maintenance	1,713	(1,591)	0	18,846	23,977	0
Space Rent - Non Airline	61,407	60,955	68,539	675,472	671,109	744,747
Food & Beverage	37,600	19,258	24,576	413,600	389,509	706,997
Retail	33,683	19,300	(312,182)	370,517	351,319	336,978
Advertising	12,500	25,000	17,855	137,500	245,299	154,104
Payphones	0	0	0	0	194	0
ATM	2,515	2,582	1,976	27,665	29,002	23,565
Operating Permits	21,150	13,426	50,487	232,650	176,106	230,167
Vending Machines	1,746	918	1,551	19,207	16,227	17,393
Baggage Cart Rentals	735	338	541	8,088	5,814	10,404
Total Terminal	175,049	140,811	(144,628)	1,925,544	1,929,773	2,247,167
GROUND TRANSPORTATION						
Parking	851,246	218,469	1,173,674	9,363,706	5,278,155	7,937,125
Rental Cars	249,883	180,193	342,621	2,748,717	2,352,614	4,659,645
Access Fees	16,597	4,118	13,299	182,566	109,543	101,387
TNCs	14,583	11,899	18,818	160,417	127,656	148,464
Garage Space Rent	8,376	8,123	8,190	92,138	87,340	90,460
Total Ground Transportation	1,140,686	422,803	1,556,602	12,547,543	7,955,308	12,937,081
OTHER AIRPORT						
Telephone System - Tenants	4,334	4,664	4,456	47,674	56,819	40,474
Building Rental	9,377	7,338	11,357	103,146	107,226	93,279
Control Tower Rental	55,481	55,481	55,481	610,295	610,294	610,294
Air Cargo Facility	36,110	41,418	42,124	397,206	460,787	409,789
State Executive Hangar	103,924	103,924	103,924	1,143,159	1,143,159	1,143,159
T Hangars	10,102	10,102	10,451	111,127	118,210	116,301
Tie Downs	241	241	245	2,650	2,650	2,690
AV Gas Fuel Sales	4,213	5,221	79	46,343	43,778	47,801
Industrial Park	49,602	48,034	51,076	545,625	517,118	537,345
Land Rental	27,528	27,380	42,475	302,808	297,764	354,286
Eclipse Hangar	28,911	24,648	25,141	318,016	303,903	276,554
Hangar Rental	38,037	47,630	44,972	418,403	487,795	485,456
Internet and Cable Access	552	385	385	6,068	6,490	6,235
Fingerprinting	2,000	1,620	3,680	22,000	20,428	31,172
Tenant Maintenance	83	0	0	917	0	0
Purchasing Proposals	83	0	0	917	170	40
Ebay/Scrap/Equipment Sales	417	5	2,006	4,583	8,086	16,204
Utility Reimbursement	13,000	10,782	9,688	143,000	138,845	150,818
Reimb of Property Taxes	3,042	0	0	33,458	39,574	25,920
Other	6,667	1,159	761	73,333	76,553	78,464
Total Other Airport	393,703	390,031	408,301	4,330,729	4,439,650	4,426,281
TOTAL NON AIRLINE REVENUES	1,711,938	953,644	1,821,671	18,831,316	14,352,247	19,649,329
TOTAL REVENUES	\$ 2,735,647	\$ 1,840,428	\$ 2,935,827	\$ 30,092,112	\$ 24,750,785	\$ 30,638,233

November 2021 Monthly Financial Report

Albany County Airport Authority
FBO Results
For the eleven months ended November 30, 2021

	Current Month			Year to Date		
	2021 Budget	2020 Actual	2021 Actual	2021 Budget	2020 Actual	2021 Actual
OPERATING REVENUES						
Retail Fuel						
Jet A Fuel Sales	\$ 413,333	\$ 315,569	\$ 587,925	\$ 4,546,667	\$ 3,191,247	\$ 5,503,095
AvGas Fuel Sales	24,983	26,214	23,648	274,811	259,720	253,966
Commercial AvGas Fuel Sales	0	(4,312)	1,776	0	11,539	20,090
Auto & Diesel Fuel Sales	25,625	10,366	17,060	281,875	160,247	177,293
Retail Fuel Sales	463,941	347,836	630,409	5,103,353	3,622,752	5,954,445
Into Plane Fees	37,260	28,655	44,885	409,865	356,490	418,120
Fuel Farm Fees	32,170	20,073	41,593	353,866	312,607	389,899
General Aviation Landing Fees	13,458	13,449	22,476	148,033	159,083	240,469
Aircraft Parking Fees	12,336	10,351	14,475	135,698	127,124	173,779
Deicing Services	129,958	25,685	215,650	1,039,664	740,473	837,699
FBO Properties	27,481	28,730	27,579	302,286	358,254	320,734
FBO Services	5,629	4,407	10,112	61,916	51,961	88,548
TOTAL REVENUES	722,232	479,186	1,007,178	7,554,681	5,728,744	8,423,693
COST OF SALES						
Fuel Costs - Jet A	225,833	139,388	300,786	2,484,167	1,391,114	2,856,378
Fuel Discounts - Jet A	22,112	22,657	37,592	243,234	248,021	365,486
Fuel Costs - SAF	0	0	26,907	0	0	26,907
Fuel Costs - AvGas	27,510	11,697	17,115	302,610	181,330	172,076
Fuel Discounts - AvGas	370	721	441	4,065	5,806	4,674
Fuel Costs - Commercial AvGas	0	1,053	1,483	0	10,745	16,603
Fuel Costs - Auto & Diesel	13,861	7,343	12,979	152,472	114,867	141,994
Total Fuel Costs	289,686	182,859	397,303	3,186,548	1,951,884	3,584,118
Deicing Costs - Type I & IV	94,930	15,714	53,993	759,439	419,092	385,997
Catering, Oil & Other	375	831	856	4,125	3,152	1,938
Total Cost of Sales	384,991	199,405	452,152	3,950,112	2,374,127	3,972,052
Net Operating	337,241	279,781	555,026	3,604,569	3,354,617	4,451,641
OPERATING EXPENSES						
Personal Services						
Salaries	109,762	119,942	84,018	1,207,383	1,151,529	1,080,895
Overtime	16,288	8,474	16,259	179,166	95,403	160,217
Total Personal Services	126,050	128,416	100,277	1,386,550	1,246,932	1,241,112
Employee Benefits	40,761	38,527	33,577	448,368	488,583	456,809
Utilities & Communications	6,573	3,617	4,781	72,300	64,042	72,076
Purchased Services	29,610	25,895	49,962	574,006	494,981	629,920
Materials & Supplies						
Buildings	6,342	1,690	3,219	69,764	78,821	50,172
Grounds	3,167	810	980	34,833	19,752	9,353
Vehicles	27,138	9,524	16,835	298,513	203,741	237,739
Total Materials & Supplies	36,646	12,024	21,033	403,110	302,314	297,265
Administrative Expenses	13,884	6,321	20,742	152,721	119,515	171,954
Non-Capital Equipment	0	0	0	0	0	0
TOTAL EXPENSES	253,523	214,800	230,373	3,037,055	2,716,368	2,869,136
FBO Net Operating Results	\$ 83,718	\$ 64,981	\$ 324,654	\$ 567,514	\$ 638,249	\$ 1,582,505

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

For the 11 month period ending November 30/31, 2021

		Budget	Actual	Variance	Cumulative Variance	
Revenues						
31	03013	Economy Parking	(1,783,755)	(25,414)	(1,758,341)	(1,758,341)
31	01011	Landing Fees - Cargo/Non-Signator	(265,863)	(57,481)	(208,383)	(1,966,724)
31	01035	Glycol Disposal Fee	(330,279)	(200,151)	(130,128)	(2,096,852)
31	03024	Off-Airport Parking Facilities	(141,676)	(65,241)	(76,435)	(2,173,287)
31	01075	Eclipse Hangar Rental	(318,016)	(276,554)	(41,462)	(2,214,749)
31	02053	Retail Concession	(370,517)	(336,978)	(33,539)	(2,248,288)
31	01010	Landing Fees - Commercial/Signatc	(4,630,189)	(4,605,697)	(24,492)	(2,272,780)
31	03027	TNCs	(160,417)	(148,464)	(11,953)	(2,284,733)
31	01060	Building Rental	(103,146)	(93,279)	(9,867)	(2,294,600)
31	03500	Tenant Maintenance	(47,262)	(38,801)	(8,462)	(2,303,062)
31	03300	Industrial Park	(545,625)	(537,345)	(8,280)	(2,311,342)
31	03410	Reimbursement of Property Taxes	(33,458)	(25,920)	(7,538)	(2,318,880)
31	03014	Employee Parking	(37,373)	(31,640)	(5,733)	(2,324,613)
31	02064	ATM Income	(27,665)	(23,565)	(4,100)	(2,328,713)
31	02105	Telephone - Monthly Usage	(5,500)	(1,513)	(3,987)	(2,332,700)
31	02100	Telephone - Monthly Service	(42,174)	(38,962)	(3,212)	(2,335,912)
31	03022	Hotels	(22,046)	(19,500)	(2,546)	(2,338,458)
31	02062	Operating Permits	(232,650)	(230,167)	(2,483)	(2,340,941)
31	03020	Contract Taxi	(12,213)	(10,195)	(2,018)	(2,342,959)
31	02056	Vending Machine Concession	(19,207)	(17,393)	(1,814)	(2,344,773)
31	03040	Garage Space Rent	(92,138)	(90,460)	(1,678)	(2,346,451)
31	09007	Purchasing Proposals	(917)	(40)	(877)	(2,347,328)
31	03021	Limousines	(6,631)	(6,451)	(180)	(2,347,507)
31	01055	Control Tower Rental	(610,295)	(610,294)	0	(2,347,508)
31	01071	Hangar Maintenance NYS Executiv	(113,667)	(113,667)	0	(2,347,508)
31	02115	Payphones - Concessions	0	0	0	(2,347,508)
31	03023	Off-Airport Rental Cars	0	0	0	(2,347,508)
31	02012	Baggage Claim Room	(1,202,925)	(1,202,925)	0	(2,347,508)
31	02011	Rental of Boarding Bridges	(493,249)	(493,250)	1	(2,347,507)
31	03200	Tie Downs	(2,650)	(2,690)	40	(2,347,467)
31	02063	Internet & Cable Access	(6,068)	(6,235)	167	(2,347,301)
31	02025	Utility Reimbursement	(22,000)	(22,812)	812	(2,346,489)
31	03280	Fuel Sales - AV Gas	(46,343)	(47,801)	1,458	(2,345,031)
31	02057	Baggage Cart Concession	(8,088)	(10,404)	2,317	(2,342,715)
31	09005	Miscellaneous Income	(73,333)	(78,464)	5,131	(2,337,584)
31	03100	T-Hangar Rentals	(111,127)	(116,301)	5,174	(2,332,410)
31	03405	Utility Reimbursements	(143,000)	(150,818)	7,818	(2,324,593)
31	09001	Fingerprinting	(22,000)	(31,172)	9,172	(2,315,421)
31	09008	Ebay/Scrap/Equipment Sales	(4,583)	(16,204)	11,621	(2,303,800)
31	01065	NE Quad Cargo Facility	(397,206)	(409,789)	12,582	(2,291,218)
31	02054	Advertising	(137,500)	(154,104)	16,604	(2,274,614)
31	01021	Apron Parking Fees - Commercial	(695,044)	(729,259)	34,215	(2,240,399)
31	02010	Airline Space Rental	(3,643,247)	(3,691,457)	48,210	(2,192,189)
31	01050	Land Rental	(302,808)	(354,286)	51,478	(2,140,710)
31	03010	Short Term Parking	(622,985)	(686,629)	63,644	(2,077,066)
31	01070	Hangar Rental - Airline	(1,447,896)	(1,514,949)	67,053	(2,010,013)
31	02020	Non-Airline Space Rental	(675,472)	(744,747)	69,275	(1,940,738)
31	03011	Long Term Parking	(6,919,593)	(7,192,817)	273,224	(1,667,515)
31	02052	Food & Beverage Concession	(413,600)	(706,997)	293,397	(1,374,118)
31	02051	Rental Car Concession	(2,748,717)	(4,659,645)	1,910,928	536,811
		<u>(30,092,112)</u>	<u>(30,628,923)</u>	<u>536,811</u>		
		\$ (30,092,112)	\$ (30,628,923)	\$ 536,811		

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

For the 11 month period ending November 30/31, 2021

			Budget	Actual	Variance	Cumulative Variance
Salaries Expense						
34	13000	Temporary Help	9,167		9,167	9,167
34	12020	Overtime 2.0	25,835	16,432	9,403	18,570
34	12010	Overtime 1.5	589,248	518,604	70,644	89,214
34	11005	Part Time/Seasonal Salaries	188,516	116,941	71,575	160,789
34	11000	Salaries	8,088,352	7,457,811	630,541	791,330
			<u>8,901,117</u>	<u>8,109,787</u>	<u>791,330</u>	
Other Employee Expenses						
35	29000	NYS Retirement	215,020	236,724	(21,704)	(21,704)
35	25000	Uniforms & Laundry	40,058	42,667	(2,609)	(24,313)
35	24010	Employee EAP Program	888	1,419	(530)	(24,843)
35	22300	Health Insurance - Vision	5,759	5,919	(161)	(25,004)
35	22105	Other Post Employment Benefits (O	366,667	366,667	0	(25,004)
35	23000	Health Insurance - AFLAC	5,957	5,919	38	(24,966)
35	22200	Dental Insurance	39,523	39,430	93	(24,873)
35	24015	Smoking Cessation Class	1,100		1,100	(23,773)
35	25005	Uniform Purchases	29,623	25,458	4,165	(19,608)
35	24000	Medical Exams/Abstracts	19,800	11,335	8,465	(11,143)
35	26010	Disability Insurance	123,185	104,261	18,924	7,780
35	29001	TBI Retirement	174,400	150,506	23,894	31,675
35	21000	Social Security	634,888	598,186	36,702	68,377
35	26020	Unemployment Insurance	82,803	44,629	38,174	106,551
35	26030	Workers Compensation	466,172	325,637	140,536	247,087
35	22000	Health Insurance	2,583,517	2,331,082	252,435	499,521
			<u>4,789,360</u>	<u>4,289,839</u>	<u>499,521</u>	
Utilities						
36	34000	Sewer	90,375	117,458	(27,083)	(27,083)
36	36015	Telephones-Monthly Service	13,599	14,189	(590)	(27,673)
36	36018	Payphones - Monthly Usage	138	1	137	(27,537)
36	36010	Telephone Charges-Local	15,909	15,711	198	(27,339)
36	36012	Telephone - Sheriff	3,758	2,997	761	(26,578)
36	36032	Internet Access	41,811	39,349	2,462	(24,116)
36	36060	Cable Television	5,266	2,802	2,464	(21,652)
36	36016	Telephones-Monthly Usage	2,750	21	2,729	(18,923)
36	36017	Payphones Annual & Monthly Servi	11,270	17	11,253	(7,670)
36	36011	Telephone Charges-Long Distance	14,566	2,725	11,841	4,171
36	36030	Telephone-Cellular	59,400	43,748	15,652	19,823
36	33000	Natural Gas	230,511	199,500	31,011	50,833
36	36020	Telephone Repairs	50,909	17,213	33,696	84,530
36	31000	Electric	1,198,588	1,141,473	57,114	141,644
36	35000	Water	118,754	56,110	62,644	204,288
			<u>1,857,603</u>	<u>1,653,315</u>	<u>204,288</u>	

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

For the 11 month period ending November 30/31, 2021

	Budget	Actual	Variance	Cumulative Variance
Purchased Services				
37 44000 Public Safety	1,459,212	1,574,177	(114,965)	(114,965)
37 47000 Special Studies	59,583	108,626	(49,043)	(164,008)
37 42093 Agency Fee	30,000	65,000	(35,000)	(199,008)
37 49010 Architectural Services	0	26,140	(26,140)	(225,148)
37 46010 Public Relations	93,958	119,628	(25,670)	(250,818)
37 42095 Insurance Claims	14,208	17,506	(3,298)	(254,116)
37 42080 Cyber Liability Insurance	11,420	14,616	(3,196)	(257,312)
37 46020 Passenger Info Booth	138,534	141,310	(2,776)	(260,087)
37 42090 Fiduciary Liability	18,102	18,906	(804)	(260,891)
37 41020 Rates & Charges	0	0	0	(260,891)
37 44020 Parking Valet Service	0	0	0	(260,891)
37 49040 Professional Management	389,583	389,583	0	(260,891)
37 46013 Museum Shop	0	(135)	135	(260,757)
37 42065 Crime Insurance	7,595	6,868	727	(260,030)
37 42041 Environmental Liability	40,652	35,350	5,302	(254,728)
37 45000 Janitorial Services	482,644	476,630	6,014	(248,714)
37 41010 Financial Services	91,667	84,424	7,243	(241,471)
37 44010 Armored Car Service	8,250	859	7,391	(234,080)
37 42070 Public Official Liability	45,557	33,726	11,831	(222,249)
37 49015 Consultant	44,000	29,528	14,473	(207,777)
37 49020 Engineering Services	27,500	12,556	14,944	(192,832)
37 47010 GIS Services	22,000	6,820	15,180	(177,652)
37 49070 Other Professional Services	114,583	99,000	15,583	(162,069)
37 49005 Appraisal	22,917	2,500	20,417	(141,652)
37 42020 Automotive Insurance	96,109	73,405	22,704	(118,948)
37 44030 Employee Shuttle Service	22,917	0	22,917	(96,032)
37 45010 Refuse Removal Services	68,113	42,269	25,843	(70,189)
37 49060 Code Enforcement	106,517	80,504	26,013	(44,176)
37 46012 Artistic Exhibits	83,166	56,779	26,387	(17,789)
37 42060 Property Insurance	296,497	254,741	41,756	23,968
37 43000 Legal Services	45,833	0	45,833	69,801
37 42010 Airport Liability Insurance	298,330	229,154	69,176	138,977
37 46015 Advertising	137,500	43,557	93,943	232,920
37 44005 Perimeter Security	199,634	97,825	101,809	334,729
	<u>4,476,582</u>	<u>4,141,853</u>	<u>334,729</u>	

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

For the 11 month period ending November 30/31, 2021

	Budget	Actual	Variance	Cumulative Variance
Material & Supplies				
38 53010 Landscaping	11,871	159,177	(147,307)	(147,307)
38 52051 Control Tower Maintenance	275,000	353,151	(78,151)	(225,457)
38 51015 Apron Maintenance	41,250	100,441	(59,191)	(284,649)
38 52032 Elevator Repairs & Supplies	89,833	147,537	(57,703)	(342,352)
38 51057 System Maintenance & Repairs	137,500	160,427	(22,927)	(365,280)
38 53040 Sign Expense	8,938	27,003	(18,066)	(383,346)
38 54010 Gasoline	41,855	57,628	(15,773)	(399,119)
38 52012 Card Access System	68,750	83,789	(15,039)	(414,157)
38 53090 T-Hangar Maintenance	91,300	105,553	(14,253)	(428,411)
38 54070 Vehicle Shop Tools & Supplies	41,250	47,856	(6,606)	(435,017)
38 52010 Alarm & PA Systems	83,794	90,360	(6,566)	(441,583)
38 52080 Sign Expense	2,567	6,641	(4,074)	(445,657)
38 51010 Fencing	7,333	10,956	(3,623)	(449,280)
38 51016 Runway Painting	28,875	32,240	(3,365)	(452,644)
38 52059 Storage Space Rental	6,875	8,553	(1,678)	(454,322)
38 51052 Wastewater Conveyance	6,875	7,500	(625)	(454,947)
38 52040 Fire Equipment Services	12,497	12,705	(207)	(455,154)
38 52061 Building Materials	0	0	0	(455,154)
38 53085 Land Lease	14,149	14,149	0	(455,154)
38 54045 ARFF Vehicle Repair & Maintenance	16,500	16,496	4	(455,150)
38 52041 Fire Equipment Testing	2,563	2,541	22	(455,128)
38 51031 ARFF Supplies	19,983	19,910	74	(455,054)
38 53041 Traffic Light Repairs	1,833	1,716	117	(454,937)
38 51030 EMS Supplies	13,095	12,723	371	(454,566)
38 53045 Catch Basin Maintenance	413		413	(454,153)
38 53078 Liquid Waste Disposal	3,300	2,874	426	(453,727)
38 52037 Pest Control	38,874	38,191	683	(453,044)
38 53020 Fencing	825		825	(452,219)
38 51032 Hazardous Material Supplies	4,583	3,505	1,078	(451,141)
38 53070 Hazardous Waste Management	3,300	1,674	1,626	(449,515)
38 51017 Airfield Shop Supplies	20,625	18,777	1,848	(447,667)
38 54022 Vehicle Communication Equipment	5,867	3,930	1,937	(445,730)
38 53071 Wildlife Hazard Management	34,833	32,483	2,350	(443,380)
38 54060 Mower Repair & Maintenance	12,375	8,575	3,800	(439,580)
38 51014 Pavement Repairs	4,950	784	4,166	(435,414)
38 51054 Sewer District Charges	4,583		4,583	(430,831)
38 54030 General Equipment Repair & Maintenance	39,875	34,935	4,940	(425,891)
38 51055 Water District Charges	22,917	16,175	6,742	(419,149)
38 52036 Automatic Door Repairs & Supplies	11,458	4,388	7,071	(412,078)
38 52033 HVAC	165,229	158,108	7,121	(404,957)
38 53060 Dump Fees - Landfill	7,590	188	7,402	(397,555)
38 54012 Oil / Grease	20,625	11,848	8,777	(388,777)
38 51020 Rubber Removal	32,083	22,091	9,992	(378,785)
38 54013 Vehicle/Equipment Tires	29,700	19,657	10,043	(368,742)
38 52014 Key Access System	15,125	4,151	10,974	(357,768)
38 52013 CCTV Repair	38,500	25,263	13,237	(344,531)
38 52034 Roof	20,625	5,076	15,549	(328,982)
38 53048 Snow Removal Supplies	48,800	31,908	16,892	(312,090)
38 52020 Baggage System	18,333	1,313	17,021	(295,069)
38 51011 Airfield Lighting	73,333	55,358	17,975	(277,094)
38 54040 Heavy Equipment Maintenance	55,000	36,707	18,293	(258,801)
38 52050 US Customs	46,383	27,594	18,789	(240,012)
38 51033 ARFF Foam	23,762	4,590	19,172	(220,840)
38 52071 ID Tags	32,083	12,813	19,270	(201,569)
38 54021 Vehicle Repair & Maintenance	66,917	46,737	20,180	(181,389)
38 54015 CNG Fuel	21,083	(260)	21,343	(160,046)
38 52090 Flight Information Displays	47,551	24,388	23,163	(136,883)
38 52031 Electrical Repairs & Supplies	218,992	193,829	25,162	(111,721)
38 51053 Electric	100,833	72,783	28,051	(83,670)
38 53051 NYS Police Hangar Maintenance	114,583	86,231	28,352	(55,317)
38 54011 Diesel Fuel	100,833	69,214	31,620	(23,698)
38 54050 Snow Equipment Repair & Maintenance	82,500	46,422	36,078	12,380
38 52063 Window Washing	67,825	6,112	61,713	74,093
38 53030 Pavement Repairs	91,667	2,052	89,615	163,708
38 52062 Janitorial Supplies	221,774	130,778	90,996	254,704
38 52035 Plumbing Repairs & Supplies	145,292	45,384	99,908	354,611
38 51019 Snow Removal Supplies	199,600	42,946	156,654	511,265

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

For the 11 month period ending November 30/31, 2021

				Budget	Actual	Variance	Cumulative Variance
Material & Supplies							
38	53050	Snow Removal Services		238,400	67,948	170,452	681,717
38	52060	Building Maintenance		517,229	284,750	232,479	914,196
				<u>4,095,516</u>	<u>3,181,321</u>	<u>914,196</u>	
Office/Administration							
39	66070	COVID Related Expenses		0	92,305	(92,305)	(92,305)
39	55016	Computer Equipment		44,215	110,016	(65,801)	(158,106)
39	66010	Training / Travel		65,720	75,386	(9,666)	(167,772)
39	66013	Function Refreshments		13,750	19,895	(6,145)	(173,917)
39	66062	Bank & Paying Agent Fees		6,417	10,190	(3,773)	(177,690)
39	55060	Office Supplies		26,258	28,619	(2,361)	(180,051)
39	55070	Payroll Services		33,458	35,501	(2,043)	(182,093)
39	55011	Copy Machine Use		917	2,025	(1,108)	(183,202)
39	66000	Dues & Subscriptions		48,353	48,793	(440)	(183,641)
39	66007	Local Chamber of Commerce		0	400	(400)	(184,041)
39	66050	Property Taxes		38,000	38,312	(312)	(184,354)
39	55041	Express Mail		0	149	(149)	(184,503)
39	66002	A.A.A.E. Memberships		0	0	0	(184,503)
39	66006	NY Airport Managers Association		0		0	(184,503)
39	66011	Authority Board Travel & Education		458		458	(184,044)
39	55032	Printing Outside Services		18,333	17,659	675	(183,370)
39	66040	Licenses & Permits		3,529	2,300	1,229	(182,141)
39	55050	Reference Materials		1,558		1,558	(180,582)
39	55012	Office Equipment Service Agreemer		8,615	6,751	1,864	(178,718)
39	66020	Tuition Reimbursement		2,292		2,292	(176,427)
39	55040	Postage		8,250	3,884	4,366	(172,061)
39	66014	Outside Functions		4,583		4,583	(167,478)
39	55010	Office Equipment Rental		14,936	9,694	5,242	(162,236)
39	66030	Advertising - Public Meetings		20,167	14,245	5,921	(156,314)
39	55020	Office Furniture & Fixtures		16,363	9,334	7,029	(149,286)
39	55030	Printed Forms / Letterhead		7,425	165	7,260	(142,026)
39	55014	Computer Systems		41,708	29,351	12,358	(129,668)
39	66012	Authority Management Travel & Edu		21,450	7,681	13,769	(115,899)
39	66061	EZ Pass Fees		110,000	64,722	45,278	(70,621)
39	66060	Credit Card Service Charges		359,333	255,031	104,302	33,681
39	55015	Hardware/Software Maint Support		436,491	237,762	198,729	232,410
				<u>1,352,580</u>	<u>1,120,170</u>	<u>232,410</u>	
Non-Capital Equipment							
41	83000	Equipment		1,498,292	572,833	925,459	925,459
				<u>1,498,292</u>	<u>572,833</u>	<u>925,459</u>	
				\$26,971,050	\$23,069,118	\$ 3,901,932	

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

2021 Operating Budget - Airport	\$29,813,717
2021 Operating Budget – FBO	7,720,611
2021 Debt Service	10,130,800
2021 Debt Service Paid by PFCs	(3,638,568)
	<u>\$44,026,560</u>

Monthly Cash Outflow (\$44,026,560/12)
\$3,668,880

Months Operating Reserves Unrestricted
\$22,714,363/\$3,668,880 ~ 6.19 months

Months Operating Reserves Restricted
\$6,600,000/\$3,127,860 ~ 2.11 months

(\$37,534,328 FY21Budg/12 = \$3,127,860)

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

3. Accounts Receivable

The amount of accounts receivables, shown as days of average annual (2021 Budget) daily revenues, is as follows:

$$\$45,747,662 / 365 = \$125,336$$

$$\$2,139,220 / \$125,336 = 17.06$$

Apr 20	10.91
May 20	17.76
Jun 20	7.45
Jul 20	8.99
Aug 20	10.04
Sep 20	4.52
Oct20	4.65
Nov20	4.46
Dec20	3.75
Jan21	8.52
Feb21	11.47
Mar21	2.36
Apr21	0.74
May21	4.10
Jun21	4.98
Jul21	5.70
Aug21	14.74
Sep21	12.92
Oct21	19.20
Nov21	17.06

4. Capital Assets

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

	Collected
Land	\$ 48,201,829
Buildings	247,884,827
Equipment	18,740,620
Improvements	268,513,971
	<u>583,341,247</u>
Accumulated Depreciation	(302,821,541)
	<u>280,519,706</u>
Construction In Progress	9,944,330
	<u>\$290,464,036</u>

5. COVID Relief Funding

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

	Awarded	Collected
AIP143-CARES	\$15,277,876	\$15,277,876
AIP144-CHRSSA	5,093,917	-
AIP145-CHRSSA	320,510	-
AIP148-ARPA	12,113,224	-
Jobs Act of 21	28,551,945	-
	<u>\$61,357,472</u>	<u>\$15,277,876</u>

6. Revenues – Retail

A one-time adjustment was made to reflect the correct recording of retail revenues in 2021.

**Albany International Airport
Statistics
For the nine months period ending November 30, 2021**

	Current Month			Year to Date			12 Month Running	
	Budget	2020	2021	Budget	2020	2021	2020	2021
Total Enplanements	78,333 27.3%	29,089	99,723 242.8%	861,667	490,574	881,968 79.8%	608,386	911,423 49.8%
Operations								
<i>Passenger</i>	1,799	1,490	2,316	19,784	18,292	21,322	21,068	22,634
<i>Cargo</i>	185	254	284	2,036	2,796	3,004	3,140	3,382
<i>Charter, Corporate & Divers</i>	185	172	296	2,033	2,003	3,211	2,288	3,398
<i>General Aviation</i>	1,122	1,163	1,192	12,337	13,268	13,305	14,065	14,261
<i>Military</i>	303	185	250	3,331	3,264	2,991	3,403	3,214
Total Operations	3,593 20.7%	3,264	4,338 32.9%	39,521	39,623	43,833 10.6%	43,964	46,889 6.7%
Landed Weight (000)	94,318	62,984	112,279	1,037,501	852,594	985,263	979,595	1,040,804
Cargo/Mail & Express	1,584.8 14.1%	1,796.0	1,808.3 0.7%	17,433	19,287.9	20,532.5 6.5%	21,758.0	23,102.2 6.2%
Jet A Gallons	83,333 54.9%	80,361	129,076 60.6%	916,667	802,244	1,172,864 46.2%	898,563	1,250,232 39.1%
AvGas Gallons	5,007 -16.4%	4,845	4,185 -13.6%	55,072	59,351	47,233 -20.4%	62,513	50,250 -19.6%
Deicing Consortium	9,685	2,029	7,787	77,483	43,252	43,870	66,221	53,726
Deicing sprayed/retail	5,700	1,174	8,418	45,600	44,367	47,282	71,707	54,078
Parking Revenue	\$ 851,246	\$ 218,469	\$ 1,173,674	9,363,706	\$ 5,278,155	\$ 7,937,125	\$ 6,516,195	\$ 8,133,361
Revenue per enplanement		\$ 7.51	\$ 11.77		\$ 10.76	\$ 9.00	\$ 10.71	\$ 8.92
Transactions		13,080	42,871		231,887	362,494	284,060	375,972
Average transaction		\$ 16.70	\$ 27.38		\$ 22.76	\$ 21.90	\$ 22.94	\$ 21.63
Concession Sales								
Rental Cars		\$ 1,608,551	\$ 3,589,871		\$ 23,260,993	\$ 46,596,417	\$ 26,782,945	\$ 48,051,152
Revenue per enplanement		\$ 55.30	\$ 36.00		\$ 47.42	\$ 52.83	\$ 44.02	\$ 52.72
Food and Beverage		\$ 144,518	\$ 582,233		\$ 2,969,591	\$ 4,924,778	\$ 3,789,311	\$ 5,071,574
Revenue per enplanement		\$ 4.97	\$ 5.84		\$ 6.05	\$ 5.58	\$ 6.23	\$ 5.56
Retail		\$ 96,499	\$ 305,621		\$ 1,548,046	\$ 3,049,208	\$ 1,853,778	\$ 3,144,143
Revenue per enplanement		\$ 3.32	\$ 3.06		\$ 3.16	\$ 3.46	\$ 3.05	\$ 3.45

SCHEDULED AIRLINE PASSENGER SERVICE

Monthly Scheduled Flights are as follows:

	Airlines	Non-Stop Destination Airports	Non-Stop Destination Cities ⁽¹⁾	Scheduled Flights	Average Flights per Day	Monthly Seats Available	Monthly Landed Weight (lbs.)	Enplane.	Projected Load Factor
Jan2020	7	17	13	1,391	44.9	141,803	147,829,062	114,119	80.5%
Nov20	7	16	12	735	24.5	68,806	73,145,608	29,089	42.3
Dec20	7	16	12	693	22.4	64,017	67,995,130	29,455	46.0
Jan21	7	15	11	622	20.6	56,129	58,693,922	25,665	45.7
Feb21	7	16	11	560	20.0	50,558	52,562,092	30,538	60.4
Mar21	7	15	10	688	22.2	67,958	67,148,188	49,504	72.8
Apr21	7	14	11	841	28.0	79,363	79,959,604	66,435	83.7
May21	7	17	14	1,097	35.4	106,783	108,428,900	79,125	75.1
Jun21	7	19	14	991	33.0	97,420	96,959,934	88,614	91.0
Jul21	7	19	15	1,100	35.5	114,081	111,304,466	114,106	100.0
Aug21	7	19	15	1,165	37.9	123,051	125,168,610	115,469	94.8
Sep21	7	17	13	1,129	37.6	120,713	116,138,848	98,456	81.6
Oct21	7	18	13	1,182	38.1	125,324	115,091,066	114,335	91.2
Nov21	7	17	12	1,120	37.3	118,803	112,293,096	99,723	83.9E
Dec21	7	17	12	1,096	35.4	114,381	111,014,472	97,000E	84.8E
Jan22	7	18	13	1,066	34.4	111,340	107,337,992	93,500E	

⁽¹⁾ Four (4) cities may be served by two or more airports; Chicago (ORD/MDW), Orlando (MCO/SFB), Tampa (TPA/PIE/PGD), and Washington DC (DCA/IAD).

Weekly schedule flight changes are as follows:

		<u>Year-To-Date (net)</u>								
		<u>Week</u>		<u>Week</u>		<u>Week</u>		<u>Week</u>		<u>Week</u>
		<u>#50-2021</u>	<u>+</u>	<u>(-) #04-2022</u>	<u>#04-2022</u>	<u>+</u>	<u>(-) #50-2021</u>	<u>#03-2021</u>	<u>#03-2021</u>	
1	ATL Atlanta, GA	19	1	-	20	20	-	-	20	7
2	BDL Hartford, CT	-	-	-	-	-	-	-	-	-
3	BWI Baltimore, MD	26	-	(1)	25	25	-	-	25	14
4	MDW Chicago-Midway	10	3	-	13	13	-	-	13	6
5	ORD Chicago-O'Hare	38	-	(10)	28	28	-	-	28	14
6	CLT Charlotte, NC	20	-	(7)	13	13	-	-	13	18
7	DEN Denver, CO	-	-	-	-	-	-	-	-	-
8	DTW Detroit, MI	22	5	-	27	27	-	-	27	19
9	FLL Fort Lauderdale, FL	7	-	(3)	4	4	-	-	4	1
10	RSW Fort Myers, FL	-	1	-	1	1	-	-	1	-
11	MIA Miami, FL	2	-	(1)	1	1	-	-	1	-
12	MSP Minneapolis, MN	-	-	-	-	-	-	-	-	-
13	MYR Myrtle Beach, SC	-	-	-	-	-	-	-	-	-
14	BNA Nashville, TN	-	-	-	-	-	-	-	-	-
15	EWR Newark, NJ	13	-	(1)	12	12	-	-	12	7
16	LGA New York, LaGuardia	-	13	-	13	13	-	-	13	-
16	MCO Orlando, FL	16	-	-	16	16	-	-	16	10
17	SFB Orlando/Sanford, FL	2	-	(2)	-	-	-	-	-	-
18	PHL Philadelphia, PA	19	-	(2)	17	17	-	-	17	13
19	PGD Tampa/Punta Gorda, FL	2	-	-	2	2	-	-	2	2
20	TPA Tampa, FL	2	-	-	2	2	-	-	2	1
21	PIE Tampa/St. Pete, FL	2	-	-	2	2	-	-	2	2
22	DCA Washington DC-Reagan	23	3	-	26	26	-	-	26	5
23	IAD Washington DC-Dulles	<u>20</u>	<u>1</u>	<u>-</u>	<u>21</u>	<u>21</u>	<u>-</u>	<u>-</u>	<u>21</u>	<u>12</u>
		243	27	(27)	243	243	-	-	243	131

October 31, 2021
Full Time Positions

	Budget Full Time	Budget Part Time	Budget Total	Filled Full Time	Vacant Full Time	In Process To Fill
AvPORTS						
Feb	151	18	169	128	23	8
Mar	151	18	169	129	22	6
Apr	155 (adj)	18	173	132	23	7
May	155	19	174	131	23	7
Jun	155	19	174	132	23	7
Jul	155	19	174	132	23	7
Aug(1)	157	19	176	134	23	6
Sep	157	19	176	135	21	4
Oct	157	19	176	131	26	7
Nov	157	19	176	130	25	7
FBO						
Feb	33	-	33	32	1	1
Mar	33	-	33	33	-	-
Apr	33	-	33	30	3	3
May	33	-	33	30	3	3
Jun	33	-	33	29	4	4
Jul	33	-	33	29	4	4
Aug	33	-	33	26	7	7
Sep	33	-	33	26	7	7
Oct	33	-	33	26	7	7
Nov	33	-	33	26	7	7
ACAA						
Feb	21	3	24	21	-	-
Mar	21	3	24	22	-	-
Apr	20 (adj)	3	23	21	-	-
May	20	3	23	20	-	-
Jun	20	3	23	20	-	-
Jul	20	3	23	20	-	-
Aug	20	3	23	20	-	-
Sep	20	3	23	20	-	-
Oct	20	3	23	20	-	-
Nov	20	3	23	20	-	-
Total						
Feb	205	21	226	181	24	9
Mar	205	21	226	184	23	6
Apr	208	21	229	183	26	10
May	208	22	230	181	26	10
Jun	208	22	230	181	27	11
Jul	208	22	230	181	27	11
Aug	210	22	231	180	30	13
Sep	210	22	231	181	28	11
Oct	210	22	232	177	33	14
Nov	210	22	232	176	32	14

(1) Added Airport Operations Officer

AGENDA ITEM NO. 5

Project Development



PROJECT STATUS REPORT

January 24, 2022

I. AIRSIDE IMPROVEMENTS

A) Taxiway A Pavement Rehabilitation design (Contract S-1064)

Rifenburg Construction was awarded the contract, working with McFarland Johnson Engineering doing construction inspection. The contractor worked days and nights with Airport Operations arranging nightly Taxiway closures. The Contractor completed all asphalt paving by early November. Temporary striping and site restoration was done to close up the project for the winter and final striping is scheduled for the Spring of 2022.

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

The FAA requires Airports to have a PCI done every five years. The last PCI done was in 2015. The PCI is a thorough onsite investigation of all asphalt paved surfaces on the Airport. The report details the current conditions and notes all issues and defects. McFarland Johnson Engineering was selected out of six RFP's submitted by the review committee. McFarland Johnson's scope and fee are on today's agenda for Board approval.

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

To maintain the quality of the pavement for aircraft to land on the runways need to be milled and resurfaced with new asphalt pavement. An RFQ was advertised to find an engineering firm to design the rehabilitation project in accordance with FAA specifications. Collier Engineering's scope and fee is currently being negotiated and will be a Board item at the March 2022 meeting.

II. LANDSIDE IMPROVEMENTS

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

The FAA as part of the lease renewal, requested some upgrades to their facility. The roof replacement project (1013-R) the roof project will be bid in the Spring of 2022 when materials are more available. The elevator replacement project (1013-EV) was awarded last Board meeting to Kone under NYS Contract pricing and the shop drawings are being reviewed. Kone has submitted a schedule to begin work in March 2022 with concurrence from the FAA Tech Ops.

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

Hewitt & Young Electric was awarded the contract and has begun installation of the new Terminal Fire alarm system. The contractor is currently installing conduits and pulling wire throughout the Terminal. Installation of the alarm system will be started once all the components have been received in March 2022.

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

Condor Fire Sprinkler was contracted to install a new dry fire protection system in the MDF room where all the Airport computer, telephone and security system are routed back to. This project is replacing the existing sprinkler system that currently serves as fire protection, eliminating the possibility system failure due to sprinklers going off. Condor has completed the installation and is currently testing the system as required by NYS Fire Code. The contractor completed all testing and is scheduled to remove the existing system in February 2022.

D) HVCC Aircraft Technician School

HVCC and ACAA worked together to get the classrooms set up at 6 Jetway Drive, so classes could begin on August 30, 2021. The construction of the lab area is ongoing, HVCC and their architect submitted the plans for a Building Permit and HVCC selected Rosch Bros. as their contractor and they completed the work by January 1, 2022 in time for the required FAA inspection for certification. HVCC has begun moving their equipment into the hangar area. The HVAC and sprinkler systems have been installed. There will be one more project put out for bid in February 2022, to install a sprinkler system throughout the hangar and connection to the municipal water supply.

AGENDA ITEM NO. 6

Counsel



MEMO: January 24, 2022

TO: Albany County Airport Authority Board Members

FROM: Christine C. Quinn, Esq., Authority Counsel

- COVID Testing

AGENDA ITEM NO. 7

Concessions/Ambassador Program

AGENDA ITEM NO. 8

Public Affairs



Public Affairs Report January 2022

Holiday Travel

The local broadcast and print media focused on the increase in holiday travel with several print articles and on-site broadcasts. Holiday Entertainment was suspended as a precaution due to the increased level of COVID.



National Travel Writers

Public Affairs is coordinating the Airport arrival of a group of national travel industry writers that will be arriving at Albany International Airport in April, on-route to the Otesaga Hotel in Cooperstown.



ARFF

Members of the Airport Rescue and Fire Fighting Department (ARFF) participated several holiday events including the Make-A-Wish holiday party at Hangar 743, visiting a day care center and participating in Fire Prevention Week.



MEDIA

Several News Releases were issued by Public Affairs including the installation of addition electric vehicle chargers, Delta Air Lines' new direct service to LaGuardia Airport and the resumption of Albany-Nashville service by Allegiant Airlines.



FOR IMMEDIATE RELEASE

Feature Article

Times Union columnist, Paul Grondahl penned an extensive feature on the Airport's Ambassador Program in the paper's January 12 edition. The article focused on two long-time Airport Ambassadors, Paul Cooney and Betty Nash. The article also mentioned the impact of COVID on the ranks of our Ambassadors and the need for additional volunteers.

**PAUL
GRONDAHL**

■ Contact
Paul Grondahl at
518-454-5623
or email
pgrondahl@
timesunion.
com



A
concern
robust
hai

AGENDA ITEM NO. 9

Business & Economic Development



MEMO: January 24, 2022

TO: Albany County Airport Authority Board Members

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

- Airline Update

AGENDA ITEM NO. 10

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

AGENDA ITEM NO. 10.1

**Purchase: Three (3) 2022 Chevrolet Silverado
2500HD 4WD Crew Cab 159" Work Trucks;
Two (2) 2022 Chevrolet Silverado
3500HD 4WD Reg Cab 142" Work Trucks.**

AGENDA ITEM NO: 10.1
MEETING DATE: January 24, 2022

ALBANY COUNTY AIRPORT AUTHORITY
REQUEST FOR AUTHORIZATION

ACAA Approved
01/24/2022

DEPARTMENT: *Finance*

Contact Person: *Michael Zonsius, Chief Financial Officer*

PURPOSE OF REQUEST:

*Purchase: Three (3) 2022 Chevrolet Silverado 2500HD 4WD Crew Cab 159" Work Trucks;
Two (2) 2022 Chevrolet Silverado 3500HD 4WD Reg Cab 142" Work Trucks.*

*Joe Basil Chevrolet, Inc.
5111 Transit Rd.
Depew, New York 1403*

AMOUNT:

<i>One (1) 2022 Chevrolet Silverado 2500HD with plow</i>	<i>\$ 48,095.09</i>
<i>Two (2) 2022 Chevrolet Silverado 2500HD with utility body and plow \$55,836.09 ea.</i>	<i>111,672.18</i>
<i>Two (2) 2022 Chevrolet Silverado 3500HD with plow \$46,402.45 ea.</i>	<i><u>92,804.90</u></i>
<i>Total</i>	<i>\$252,572.17</i>

BUDGET INFORMATION:

*Anticipated in Current Budget: Yes: No: NA
Account String: 2022 83000-50*

FISCAL IMPACT - FUNDING (Dollars or Percentages)

Federal: State: Airport: 100% NA:

AGENDA ITEM NO: 10.1
MEETING DATE: January 24, 2022

JUSTIFICATION:

Three Silverado 2500HD and two 3500HD Silverado will replace five (5) like kind trucks (M-8, M-10, C-1, M-3, P-5) due to service reliability and age. The purchase price is based upon a competitively awarded contract by the State of New York. The sources for funding will include airport operating revenue. A purchase order will be issued for \$252,572.17 which is the total purchase amount fo all five (5) trucks configured in the attached quotes.

CHIEF EXECUTIVE OFFICER'S RECOMMENDATION:

Recommends approval.

FINAL AGREEMENT SUBJECT TO APPROVAL BY COUNSEL:

YES: ✓ NA:

PROCUREMENT DEPARTMENT APPROVAL:

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

BACK-UP MATERIAL:

Three (3) quotes and replacement schedule per email.



SALES QUOTE

Joe Basil Chevrolet, Inc.

5111 Transit Rd

Depew, NY 14043

Dir. 716-206-1746

Fax 716-685-1746

michaelh@joebasilchevrolet.com

INVOICE NO.

DATE November 8, 2021

CUSTOMER ID 960536

3500 REG w PLOW-INCOMING STOCK

TO: CHRIS PASQUINI

ALBANY COUNTY AIRPORT

130 SICKER RD.

LATHOM, NY 12110

(518) 242-2379

cpasquini@albanyairport.com

SHIP TO: [Contact Name]

[Company Name]

[Street Address]

[City, ST ZIP Code]

[Phone]

Salesperson	Customer PO#	Mini Bid	Contract	Option Discount %	Contract Discount %	Manufacturer's Bid Assistance	PAYMENT TERMS
Mike H		8440	PC68942	0%	16.50%	INCL	Net 30
VIN#						STK#	

QTY	ITEM #	DESCRIPTION	UNIT PRICE	DISCOUNT	NET TOTAL
1	CK30903	2022 Chevrolet Silverado 3500HD 4WD Reg Cab 142" Work Truck	\$ 44,470.00	\$ 7,337.55	\$ 37,132.45
1	1WT	Work Truck Preferred Equipment Group	\$ -	\$ -	\$ -
1	9L7	Upfitter switch kit, (5)	\$ -	\$ -	\$ -
1	AE7	Seats, front 40/20/40 split-bench	\$ -	\$ -	\$ -
1	AED	Window, power front, passenger express down	\$ -	\$ -	\$ -
1	AQQ	Remote Keyless Entry	\$ -	\$ -	\$ -
1	AU3	Door locks, power	\$ -	\$ -	\$ -
1	AXG	Window, power front, drivers express up/down	\$ -	\$ -	\$ -
1	CGN	Chevytec spray-on bedliner	\$ -	\$ -	\$ -
1	DBG	Mirrors, outside power-adjustable vertical trailing with heated upper glass	\$ -	\$ -	\$ -
1	E63	Durabed, pickup bed	\$ -	\$ -	\$ -
1	GAZ	Summit White	\$ -	\$ -	\$ -
1	GT4	Rear axle, 3.73 ratio	\$ -	\$ -	\$ -
1	H2G	Jet Black, Vinyl seat trim	\$ -	\$ -	\$ -
1	IOR	Audio system, Chevrolet Infotainment 3 system, 7" diagonal color touchscreen, AM/FM stereo	\$ -	\$ -	\$ -
1	JFN	GVWR, 11,100 lbs. (5035 kg) with single rear wheels	\$ -	\$ -	\$ -
1	JL1	Trailer brake controller, integrated	\$ -	\$ -	\$ -
1	K34	Cruise control, electronic	\$ -	\$ -	\$ -
1	K4B	Battery, auxiliary, 730 cold-cranking amps/70 Amp-hr	\$ -	\$ -	\$ -
1	KC9	Power outlet, bed mounted, 120-volt	\$ -	\$ -	\$ -
1	KI4	Power outlet, instrument panel, 120-volt	\$ -	\$ -	\$ -
1	KW5	Alternator, 220 amps	\$ -	\$ -	\$ -
1	L8T	Engine, 6.6L V8 with Direct Injection and Variable Valve Timing, gasoline	\$ -	\$ -	\$ -
1	MYD	Transmission, 6-speed automatic, heavy-duty	\$ -	\$ -	\$ -
1	NE1	Emissions	\$ -	\$ -	\$ -
1	NZZ	Skid Plates	\$ -	\$ -	\$ -
1	PYT	Wheels, 18" (45.7 cm) painted steel	\$ -	\$ -	\$ -
1	QF6	Tires, LT275/70R18E all-terrain, blackwall	\$ -	\$ -	\$ -
1	QT5	Tailgate, gate function manual with EZ Lift	\$ -	\$ -	\$ -

1	R9Y	Fleet Free Maintenance Credit	\$ -	\$ -	\$ -
1	SFW	Back-up alarm calibration	\$ -	\$ -	\$ -
1	SRW	Single Rear Wheels	\$ -	\$ -	\$ -
1	VK3	License plate kit, front	\$ -	\$ -	\$ -
1	VQO	LPO, Black work step	\$ -	\$ -	\$ -
1	VYU	Snow Plow Prep/Camper Package	\$ -	\$ -	\$ -
1	ZLQ	WT Fleet Convenience Package	\$ -	\$ -	\$ -
1	ZYG	Tire, spare LT275/70R18 all-terrain, blackwall	\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -
1		NON-OEM EQUIPMENT PACKAGE	\$ 9,270.00	\$ -	\$ 9,270.00
	9L7	INSTALL FACTORY ORDERED UPFITTER SWITCH KIT	\$ -	\$ -	\$ -
		8 1/2' MVP-3 STEEL WESTERN SNOW PLOW COMPLETE W/ HAND HELD CONTROL HALOGEN HEADLIGHTS STANDARD	\$ -	\$ -	\$ -
		BACK UP ALARM	\$ -	\$ -	\$ -
		3M VINYL WRAP CAB, HOOD, AND FENDERS YELLOW, EXTERIOR ONLY, DOES NOT INCLUDE UNDER HOOD OR JAMBS, INSTALLED BY 3M CERTIFIED INSTALLER	\$ -	\$ -	\$ -
		HighLighter™ LED Mini-Lightbars, Solid color, permanent mount, Clear dome, Amber LEDs	\$ -	\$ -	\$ -
1	DELIVERY	REGION 3	\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -
			TOTAL DISCOUNT		
				SUBTOTAL	\$ 46,402.45
				SALES TAX	\$ -
				TOTAL	\$ 46,402.45



Please Make Checks Payable to Joe Basil Chevrolet, Inc
Thank you For Your Business

THIS QUOTE SERVES AS YOUR ACKNOWLEDGMENT THAT THIS ORDER HAS BEEN REVIEWED FOR ACCURACY AND DEEMED CORRECT.

Name Title Date

Sign Revised 12/2/2021 11:11



SALES QUOTE

Joe Basil Chevrolet, Inc.
 5111 Transit Rd
 Depew, NY 14043
 Dir. 716-206-1746
 Fax 716-685-1746
michaelh@joebasilchevrolet.com

INVOICE NO.
 DATE November 8, 2021
 CUSTOMER ID 960536

2500 CREW w PLOW- INCOMING STOCK

TO: CHRIS PASQUINI
 ALBANY COUNTY AIRPORT
 130 SICKER RD.
 LATHOM, NY 12110
 (518) 242-2379
cpasquini@albanyairport.com

SHIP TO: [Contact Name]
 [Company Name]
 [Street Address]
 [City, ST ZIP Code]
 [Phone]

Salesperson	Customer PO#	Mini Bid	Contract	Option Discount %	Contract Discount %	Manufacturer's Bid Assistance	PAYMENT TERMS
Mike H		8441	PC68942	0%	17.90%	INCL	Net 30
VIN#						STK#	

QTY	ITEM #	DESCRIPTION	UNIT PRICE	DISCOUNT	NET TOTAL
1	CK20743	2022 Chevrolet Silverado 2500HD 4WD Crew Cab 159" Work Truck	\$ 47,290.00	\$ 8,464.91	\$ 38,825.09
1	1WT	Work Truck Preferred Equipment Group	\$ -	\$ -	\$ -
	9L7	Upfitter switch kit, (5)	\$ -	\$ -	\$ -
	AE7	Seats, front 40/20/40 split-bench	\$ -	\$ -	\$ -
	AQQ	Remote Keyless Entry	\$ -	\$ -	\$ -
	C49	Defogger, rear-window electric	\$ -	\$ -	\$ -
	C7A	Lowered GVWR, 10,000 lbs. (4536 kg)	\$ -	\$ -	\$ -
	CGN	Chevytec spray-on bedliner	\$ -	\$ -	\$ -
	DBG	Mirrors, outside power-adjustable vertical trailing	\$ -	\$ -	\$ -
	GAZ	Summit White	\$ -	\$ -	\$ -
	GT4	Rear axle, 3.73 ratio	\$ -	\$ -	\$ -
	H2G	Jet Black, Vinyl seat trim	\$ -	\$ -	\$ -
	IOR	Audio system, Chevrolet Infotainment 3 system	\$ -	\$ -	\$ -
	JL1	Trailer brake controller, integrated	\$ -	\$ -	\$ -
	K34	Cruise control, electronic	\$ -	\$ -	\$ -
	K4B	Battery, auxiliary, 730 cold-cranking amps/70 Amp-hr	\$ -	\$ -	\$ -
	KC9	Power outlet, bed mounted, 120-volt	\$ -	\$ -	\$ -
	KI4	Power outlet, instrument panel, 120-volt	\$ -	\$ -	\$ -
	KW5	Alternator, 220 amps	\$ -	\$ -	\$ -
	L8T	Engine, 6.6L V8	\$ -	\$ -	\$ -
	MYD	Transmission, 6-speed automatic, heavy-duty	\$ -	\$ -	\$ -
	NE1	Emissions	\$ -	\$ -	\$ -
	NZZ	Skid Plates	\$ -	\$ -	\$ -
	PYN	Wheels, 17" (43.2 cm) painted steel, Silver	\$ -	\$ -	\$ -
	QT5	Tailgate, gate function manual with EZ Lift	\$ -	\$ -	\$ -
	QXT	Tires, LT265/70R17E all-terrain, blackwall	\$ -	\$ -	\$ -
	R9Y	Fleet Free Maintenance Credit	\$ -	\$ -	\$ -
	SFW	Back-up alarm calibration	\$ -	\$ -	\$ -
	VK3	License plate kit, front	\$ -	\$ -	\$ -
	VQO	LPO, Black work step	\$ -	\$ -	\$ -
	VYU	Snow Plow Prep/Camper Package	\$ -	\$ -	\$ -
	ZLQ	WT Fleet Convenience Package	\$ -	\$ -	\$ -

	ZXT	Tire, spare LT265/70R17E all-terrain, blackwall	\$ -	\$ -	\$ -
1		NON-OEM EQUIPMENT PACKAGE	\$ 9,270.00		\$ 9,270.00
	9L7	INSTALL FACTORY ORDERED UPFITTER SWITCH KIT	\$ -	\$ -	\$ -
		8 1/2' MVP-3 STEEL WESTERN SNOW PLOW COMPLETE W/ HAND HELD CONTROL HALOGEN HEADLIGHTS STANDARD	\$ -	\$ -	\$ -
		BACK UP ALARM	\$ -	\$ -	\$ -
		3M VINYL WRAP CAB, HOOD, AND FENDERS YELLOW, EXTERIOR ONLY, DOES NOT INCLUDE UNDER HOOD OR JAMBS, INSTALLED BY 3M CERTIFIED INSTALLER	\$ -	\$ -	\$ -
		HighLighter™ LED Mini-Lightbars, Solid color, permanent mount, Clear dome, Amber LEDs	\$ -	\$ -	\$ -
		Highlighter Flat Mount Kit	\$ -	\$ -	\$ -
1	DELIVERY	REGION 3	\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -

TOTAL DISCOUNT



Please Make Checks Payable to Joe Basil Chevrolet, Inc
Thank you For Your Business

SUBTOTAL	\$ 48,095.09
SALES TAX	\$ -
TOTAL	\$ 48,095.09

THIS QUOTE SERVES AS YOUR ACKNOWLEDGMENT THAT THIS ORDER HAS BEEN REVIEWED FOR ACCURACY AND DEEMED CORRECT.

Name

Title

Date

Sign

Revised 12/2/2021 11:15



SALES QUOTE

Joe Basil Chevrolet, Inc.
 5111 Transit Rd
 Depew, NY 14043
 Dir.716-206-1746
 Fax 716-685-1746
michaelh@joebasilchevrolet.com

INVOICE NO.
 DATE December 15, 2021
 CUSTOMER ID 960536

TO: CHRIS PASQUINI
 ALBANY COUNTY AIRPORT
 130 SICKER RD.
 LATHOM, NY 12110
 (518) 242-2379
cpasquini@albanyairport.com

SHIP TO: [Contact Name]
 [Company Name]
 [Street Address]
 [City, ST ZIP Code]
 [Phone]

Salesperson	Customer PO#	Mini Bid	Contract	Option Discount %	Contract Discount %	Manufacturer's Bid Assistance	PAYMENT TERMS
Mike H		8569	PC68942	0%	17.90%	INCL	Net 30
VIN#						STK#	

QTY	ITEM #	DESCRIPTION	UNIT PRICE	DISCOUNT	NET TOTAL
1	CK20743	2022 Chevrolet Silverado 2500HD (CK20743) 4WD Crew Cab 159" Work Truck	\$ 47,290.00	\$ 8,464.91	\$ 38,825.09
1	1WT	Work Truck Preferred Equipment Group	\$ -	\$ -	\$ -
	9L7	Upfitter switch kit, (5)	\$ -	\$ -	\$ -
	AE7	Seats, front 40/20/40 split-bench	\$ -	\$ -	\$ -
	AQQ	Remote Keyless Entry	\$ -	\$ -	\$ -
	C49	Defogger, rear-window electric	\$ -	\$ -	\$ -
	C7A	Lowered GVWR, 10,000 lbs. (4536 kg)	\$ -	\$ -	\$ -
	CGN	Chevytec spray-on bedliner	\$ -	\$ -	\$ -
	DBG	Mirrors, outside power-adjustable vertical trailinging	\$ -	\$ -	\$ -
	GAZ	Summit White	\$ -	\$ -	\$ -
	GT4	Rear axle, 3.73 ratio	\$ -	\$ -	\$ -
	H2G	Jet Black, Vinyl seat trim	\$ -	\$ -	\$ -
	IOR	Audio system, Chevrolet Infotainment 3 system	\$ -	\$ -	\$ -
	JL1	Trailer brake controller, integrated	\$ -	\$ -	\$ -
	K34	Cruise control, electronic	\$ -	\$ -	\$ -
	K4B	Battery, auxiliary, 730 cold-cranking amps/70 Amp-hr	\$ -	\$ -	\$ -
	KC9	Power outlet, bed mounted, 120-volt	\$ -	\$ -	\$ -
	KI4	Power outlet, instrument panel, 120-volt	\$ -	\$ -	\$ -
	KW5	Alternator, 220 amps	\$ -	\$ -	\$ -
	L8T	Engine, 6.6L V8	\$ -	\$ -	\$ -
	MYD	Transmission, 6-speed automatic, heavy-duty	\$ -	\$ -	\$ -
	NE1	Emissions	\$ -	\$ -	\$ -
	NZZ	Skid Plates	\$ -	\$ -	\$ -
	PYN	Wheels, 17" (43.2 cm) painted steel, Silver	\$ -	\$ -	\$ -
	QT5	Tailgate, gate function manual with EZ Lift	\$ -	\$ -	\$ -
	QXT	Tires, LT265/70R17E all-terrain, blackwall	\$ -	\$ -	\$ -
	R9Y	Fleet Free Maintenance Credit	\$ -	\$ -	\$ -
	SFW	Back-up alarm calibration	\$ -	\$ -	\$ -
	VK3	License plate kit, front	\$ -	\$ -	\$ -
	VQO	LPO, Black work step	\$ -	\$ -	\$ -
	VYU	Snow Plow Prep/Camper Package	\$ -	\$ -	\$ -
	ZLQ	WT Fleet Convenience Package	\$ -	\$ -	\$ -

	ZXT	Tire, spare LT265/70R17E all-terrain, blackwall	\$ -	\$ -	\$ -
NON-OEM EQUIPMENT					
1	9L7	INSTALL FACTORY ORDERED UPFITTER SWITCH KIT	\$ 17,011.00	\$ -	\$ 17,011.00
1	---	6'6" KNAPHEIDE SERVICE BODY	\$ -	\$ -	\$ -
	---	14 Ga. 2-SIDED A-40 GALVANNEAL STEEL BODY SHELL	\$ -	\$ -	\$ -
	---	DOUBLE SHELL REINFORCED DOORS W/ALL STAINLESS STEEL CONTINUOUS HINGES	\$ -	\$ -	\$ -
	---	PADDLE-ACTIVATED, ROTARY STYLE LATCHES	\$ -	\$ -	\$ -
	---	RECESSED REAR LIGHTS & GALVA-GRIP REAR STEP	\$ -	\$ -	\$ -
	---	BODY HEIGHT: 40"	\$ -	\$ -	\$ -
	---	COMPARTMENT DEPTH: 14 1/2"	\$ -	\$ -	\$ -
	---	FLOOR WIDTH: 49"	\$ -	\$ -	\$ -
	---	BODY WIDTH: 78"	\$ -	\$ -	\$ -
	---	PAINT TO MATCH COLOR OF CAB	\$ -	\$ -	\$ -
	---	BOX REMOVAL-FUEL FILL ASSM	\$ -	\$ -	\$ -
	---	REAR LED AMBER STROBES	\$ -	\$ -	\$ -
	---	BUYERS PINTLE BALL COMBO	\$ -	\$ -	\$ -
	---	TRAILER PLUG	\$ -	\$ -	\$ -
	---	BACK UP ALARM	\$ -	\$ -	\$ -
	---	INSTALL OEM BACKUP CAMERA	\$ -	\$ -	\$ -
	---	110V OUTLET INSTALLED IN UTILITY BODY - EXACT LOCATION TBD	\$ -	\$ -	\$ -
1	---	WESTERN: 8.5' MVP-3 PLOW COMPLETE	\$ -	\$ -	\$ -
1	---	3M VINYL WRAP CAB, HOOD, AND FENDERS YELLOW, EXTERIOR ONLY, DOES NOT INCLUDE UNDER HOOD OR JAMBS, INSTALLED BY 3M CERTIFIED INSTALLER	\$ -	\$ -	\$ -
1	---	SPRAY LINE CARGO AREA, TOPS OF CABINETS, GATE, AND REAR BUMPER	\$ -	\$ -	\$ -
1	---	HighLighter™ LED Mini-Lightbars, Solid color, permanent mount, Clear dome, Amber LEDs	\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -
1	DELIVERY	REGION 3	\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -

TOTAL DISCOUNT



Please Make Checks Payable to Joe Basil Chevrolet, Inc
Thank you For Your Business

SUBTOTAL	\$ 55,836.09
SALES TAX	\$ -
TOTAL	\$ 55,836.09

THIS QUOTE SERVES AS YOUR ACKNOWLEDGMENT THAT THIS ORDER HAS BEEN REVIEWED FOR ACCURACY AND DEEMED CORRECT.

Name Title Date

Sign Revised 12/17/2021 11:16

Michael Zonsius

From: Chris Pasquini
Sent: Thursday, January 13, 2022 2:07 PM
To: Michael Zonsius
Subject: RE: Vehicles

M-8 replacement 2500 crew cab w/ plow
M-10 replacement 2500 crew cab with utility body and plow
C-1 replacement 2500 crew cab with utility body and plow
M-3 replacement 3500 reg cab with plow
P-5 replacement 3500 reg cab with plow

From: Michael Zonsius
Sent: Wednesday, January 12, 2022 2:17 PM
To: Chris Pasquini
Subject:

Hi Chris,

Sorry I did not have time to speak with you yesterday, will you be over here anytime Thurs or Fri?

Michael F. Zonsius, CPA, AAE
Chief Financial Officer



O: 518.242.2204 | C: 518.378.4882
Email: mzonsius@albanyairport.com
Web: AlbanyAirport.com

AGENDA ITEM NO. 10.2

**Service Contract: Service Contract No. SC-21-1102:
Electrical Contractors**

AGENDA ITEM NO: 10.02
MEETING DATE: January 24, 2022

ALBANY COUNTY AIRPORT AUTHORITY
REQUEST FOR AUTHORIZATION

ACAA Approved
01/24/2022

DEPARTMENT: *Finance and Engineering*

Contact Person: *John LaClair, P.E., Airport Engineer*
Michael Zonsius, Chief Financial Officer

PURPOSE OF REQUEST:

Service Contract: *Service Contract No. SC-21-1102: Electrical Contractor*

<i>Kasselmann Electric</i>	<i>LaCorte Companies</i>
<i>279 Broadway</i>	<i>630 7th Avenue</i>
<i>Menards, New York 12204</i>	<i>Troy, New York 12182</i>

AMOUNT:

Total Contract Amount: *\$100,000 estimated (annual)*

BUDGET INFORMATION:

Anticipated in Current Budget: *Yes: No:*
Account String – 2022 52031

FISCAL IMPACT - FUNDING (Dollars or Percentages)

Federal: *State:* *Airport: 100%* *NA:*

JUSTIFICATION:

The Airport relies upon the services of an independent electrical contractor on an as needed basis. The Authority issued a Request For Proposals. Three (3) proposals were received and evaluated. The evaluation criteria included: qualifications; experience; ability to respond to emergency situations and overall cost to the airport. The recommendation is to award a service contract to the two proponents receiving the highest evaluation score. Future work will be assigned to the two contractors based upon the quality of the work previously performed and a rotation as needed. The two (2) electrical contractors will enter into a service contract for a one (1) year term with four (4) additional one (1) year options to renew.

CHIEF EXECUTIVE OFFICER'S RECOMMENDATION:

Recommends approval.

AGENDA ITEM NO: 10.02
MEETING DATE: January 24, 2022

FINAL AGREEMENT SUBJECT TO APPROVAL BY COUNSEL: YES NO

PROCUREMENT DEPARTMENT APPROVAL:

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

BACK-UP MATERIAL:

Recommendation award memorandum and proposals.

MEMORANDUM

TO: Michael Zonsius
Chief Financial Officer

FROM: Katie Kane
Deputy Purchasing Agent

DATE: January 19, 2022

RE: Recommendation of Award Contract # SC-21-1102
Approved List of Electrical Contractors

On December 30, 2021, three proposals were received for Approved List of Electrical Contractors at Albany International Airport; Stilsing Electric, Kasselmann Electric and LaCorte Companies. Per the proposal two contractors would be awarded the contract.

The evaluation committee met, discussed and scored all proposals as set forth in the RFP. Kasselmann Electric and LaCorte Companies received the highest scores.

Recommendation of award is to Kasselmann Electric and LaCorte Companies.

Upon approval, an award letter and service contract will be sent to both companies.

Exhibit D: Proposal A

PROPOSAL ACKNOWLEDGMENT FORM

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

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

I, the undersigned, guarantee our proposal meets or exceeds specifications contained in the RFP document. Any exceptions are described in detail and all requested information has been submitted as requested.

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

I also affirm that I am duly authorized to execute the Agreement contemplated herein; that this company, corporation, firm, partnership, or individual has not prepared this Proposal in collusion with any other proposer and that the contents of this proposal as to rent, terms or conditions of said proposal have not been communicated by the undersigned nor by any employee or agent to any other proposer or to any other person/s engaged in this type of business prior to the official opening of the proposal.

Name of Proposer: Kasselman Electric Co. Inc

Signature of Authorized Person: *Thomas J. Murphy*

Title: Senior Vice President

Business Address of Proposer: 279 Broadway Menands NY 12204

Business Phone Number: 518-465-4795

Date: 12/30/2021

Subscribed and sworn to before me this 30th day of December, 2021.

Kellen Guariglia
Notary Public



Exhibit D: Proposal B

NON-COLLUSION AFFIDAVIT

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

The undersigned offers and agrees to furnish all of the items/services upon which qualifications are stated in the accompanying proposal. The period of acceptance of this proposal will be 45 calendar days from the date of the bid opening. (Period of acceptance will be forty-five (45) calendar days unless otherwise indicated by proponent).

STATE OF New York COUNTY OF Albany

BEFORE ME, the undersigned authority, a Notary Public in and for the State of New York on this day personally appeared Thomas J. Henchey who after being by me duly sworn did depose and say: I, Thomas J. Henchey am a duly authorized officer of/agent for Kasselman Electric Co. Inc and have been duly authorized to execute the foregoing on behalf of the said .

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

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

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

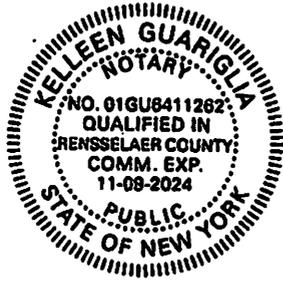
person, partnership or corporation to submit or not to submit a proposal for the purpose of restricting competition.

Name and Address of Proponent: Kasselman Electric Co. Inc
279 Broadway Menands NY 12204

Telephone and Fax Numbers: 518-465-4795 518-465-4161

By: *Thomas J. Henchey* Name & Title Thomas J. Henchey Senior Vice President
Signature

SUBSCRIBED AND SWORN to before me by the above-named on this
30th day of December 2021.



Kelleen Guariglia
Notary Public in and for the State of NY

Exhibit D: Proposal C

Offerer Disclosure of Prior Non-Responsibility Determinations

Name of Individual or Entity Seeking to Enter into the Procurement Contract:

Kasselman Electric Co. Inc

Address: 279 Broadway Menands NY 12204

Name and Title of Person Submitting this Form: Thomas J. Henchey Senior Vice President

Contract Procurement Number: SC-21-1102

Date: 12/30/2021

1. Has any Governmental Entity made a finding of non-responsibility regarding the individual or entity seeking to enter into the Procurement Contract in the previous four years? (Please circle):

No

Yes

If yes, please answer the next questions:

2. Was the basis for the finding of non-responsibility due to a violation of State Finance Law §139-j (Please circle):

No

Yes

3. Was the basis for the finding of non-responsibility due to the intentional provision of false or incomplete information to a Governmental Entity? (Please circle):

No

Yes

4. If you answered yes to any of the above questions, please provide details regarding the finding of non-responsibility below.

Governmental Entity: _____

Date of Finding of Non-responsibility: _____

Basis of Finding of Non-Responsibility: _____

(Add additional pages as necessary)

5. Has any Governmental Entity or other governmental agency terminated or withheld a Procurement Contract with the above-named individual or entity due to the intentional provision of false or incomplete information? (Please circle):

No

Yes

6. If yes, please provide details below.

Governmental Entity: _____

Date of Termination or Withholding of Contract: _____

Basis of Termination or Withholding: _____

(Add additional pages as necessary)

Offerer certifies that all information provided to the Governmental Entity with respect to State Finance Law §139-k is complete, true and accurate.

By: Thomas J. Henchey Date: 12/30/21
Signature

Name: Thomas J. Henchey

Title: Senior Vice President

Exhibit D: Proposal D

PROPOSAL BOND

KNOW ALL MEN BY THESE PRESENT, that we, the undersigned, Kasselman Electric Co., Inc. as Principal, and Western Surety Company, c/o CNA Surety, 151 N. Franklin St., Chicago, Illinois 60606 as Surety, a corporation chartered and existing under the laws of the State of South Dakota, and fully authorized to the business in the State of New York, and hereby held and firmly bound unto Albany International Airport Authority, as Owner in the sum of \$ ^{Two Thousand and 00/100} ~~52,000.00~~ dollars and no cents in good and lawful money of the United States of America, to be paid upon demand to the Albany International Airport, New York, to which payment well and truly made, we hereby jointly and severally bind ourselves, our heirs, executors, administrators, successors, and assigns.

The condition of the above obligation is such that whereas the Principal has submitted to Albany County Airport Authority, certain Proposal, attached hereto and hereby made a part hereof to enter into a contract in writing, for the performance of services at the Albany International Airport,

NOW, THEREFORE,

- A. If said Proposal shall be rejected, or in the alternate;
- B. If said Proposal shall be accepted and the Principal shall, within fourteen (14) calendar days after receipt of written notification from the Authority of the Notice of Award, execute and deliver such contract and shall furnish sufficient and satisfactory bonds for his faithful performance of said contract, and for the payment of all amounts in connection therewith, and shall in all other respects perform the agreement created by the acceptance of said Proposal, then this obligation shall be void; otherwise the same shall remain in force and effect, it being expressly understood and agreed that the liability of the Surety for any and all claims hereunder shall, in no event, exceed the penal amount of this obligation as herein stated.

The Surety, for value received, hereby stipulated and agrees that the obligations of said Surety and its bond shall be in no way impaired or affected by any extension of the time within which the Authority accepts such Proposal; and said Surety does hereby waive notice of any such extension.

IN WITNESS WHEREOF, the Principal and the Surety have hereunto set their hands and seals, and such of them as are corporations have cause their corporate seals to be hereto affixed and these presents to be signed by their proper officers.

Signed, this 28th day of December, 20 21.



Kasselman Electric Co., Inc.
Principal

Western Surety Company
Surety

Thomas J. Henchey
By T.J. Henchey, Vice President

Jaymie Patricia Columbus
By Jaymie Patricia Columbus, Attorney-in-Fact

CERTIFICATE AS TO CORPORATE PRINCIPAL

I, Kevin J. Shaughnessy, certify that I am the Secretary of the Corporation named as Principal in the within bond; that TJ Henchey, who signed the said bond of said Corporation is the President of said Corporation; that I know his signature, and his signature hereto is genuine; and that said bond was duly signed, sealed, and attested for in behalf of said Corporation by authority of its governing body.

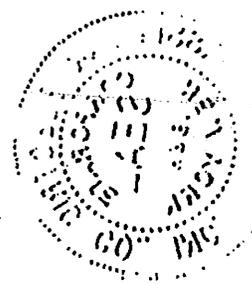
Kevin J. Shaughnessy

(Corporate Seal)



Handwritten signature or initials

Vertical handwritten text



INDIVIDUAL

STATE OF _____ }
COUNTY OF _____ } ss

On this _____ day of _____, _____, before me personally appeared _____ to me known and known to me to be the individual in and who executed the foregoing instrument and _____ acknowledged to me that _____ executed the same in his individual capacity.

Notary Public

COPARTNERSHIP

STATE OF _____ }
COUNTY OF _____ } ss

On this _____ day of _____, _____, before me personally appeared _____ to me known and known to me to be one of the firm of _____ described in and who executed the foregoing instrument and he/she thereupon acknowledged to me that he/she executed the same as and for the act and deed of said firm.

Notary Public

CORPORATE

STATE OF NEW YORK }
COUNTY OF ALBANY } ss

On this 28th day of December, 2021, before me personally appeared T.J. Henchey to me known, who, being by me first duly sworn, did depose and say that he/she resides in East Greenbush, New York; that he/she is the Vice President of Kasselman Electric Co., Inc. the corporation described in and which executed the foregoing instrument; that he/she knows the corporate seal of said corporation; that the corporate seal affixed to said instrument is such corporate seal; that it was so affixed by order and authority of the Board of Directors of said corporation, and that he/she signed his/her name thereto by like order and authority.

Notary Public



SURETY

STATE OF NEW YORK }
COUNTY OF ALBANY } ss

I, Barbara A. Lavenia, Notary Public of Schenectady County, in the State of New York do hereby certify that Jaymie Patricia Columbus Attorney-in-Fact, of the Western Surety Company, who is personally known to me to be the same person whose name is subscribed to the foregoing instrument, appeared before me this day in person, and acknowledged that he/she signed, sealed and delivered said instrument, for and on behalf of the Western Surety Company, for the uses and purposes therein set forth.

Given under my hand and notarial seal at my office in the City of Albany in said County, this 28th day of December, A.D. 2021.

BARBARA A. LAVENIA
Notary Public, State of New York
Qualified in Schenectady County
No. 01LA506827
Commission Expires 05/20/2022

Notary Public

WESTERN SURETY COMPANY
Sioux Falls, South Dakota
Statement of Net Admitted Assets and Liabilities
December 31, 2020

<u>ASSETS</u>	
Bonds	\$ 1,912,532,179
Stocks	25,319,501
Cash, cash equivalents, and short-term investments	40,409,249
Receivables for securities	-
Investment income due and accrued	17,596,947
Premiums and considerations	66,346,899
Amounts recoverable from reinsurers	3,171,900
Current federal and foreign income tax recoverable and interest thereon	2,464,571
Net deferred tax asset	14,052,177
Receivable from parent, subsidiaries, and affiliates	12,599,707
Other assets	-
Total Assets	\$ 2,094,493,130

<u>LIABILITIES AND SURPLUS</u>	
Losses	\$ 215,792,050
Loss adjustment expense	51,323,326
Commissions payable, contingent commissions and other similar charges	10,245,562
Other expenses (excluding taxes, license and fees)	-
Taxes, License and fees (excluding federal and foreign income taxes)	3,169,742
Federal and foreign income taxes payable	-
Unearned premiums	256,859,522
Advance premiums	5,954,577
Ceded reinsurance premiums payable (net of ceding commissions)	977,849
Amounts withheld or retained by company for account of other	9,740,338
Provision for reinsurance	420,825
Payable to parent, subsidiaries and affiliates	2,297
Payable on security transactions	-
Other liabilities	31,467
Total Liabilities	\$ 554,517,555

Surplus Account:	
Common stock	\$ 4,000,000
Gross paid in and contributed surplus	280,071,837
Unassigned funds	1,255,903,739
Surplus as regards policyholders	<u>\$ 1,539,975,575</u>
Total Liabilities and Capital	\$ 2,094,493,130

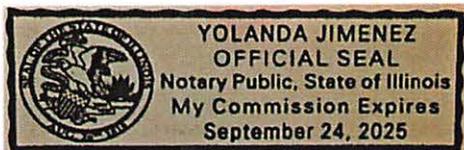
I, Julie Lee, Assistant Vice President of Western Surety Company hereby certify that the above is an accurate representation of the financial statement of the Company dated December 31, 2020, as filed with the various Insurance Departments and is a true and correct statement of the condition of Western Surety Company as of that date.



WESTERN SURETY COMPANY

By Julie Lee
Assistant Vice President, External Reporting

Subscribed and sworn to me this 9 day of April 2021
My commission expires:



By Yolanda Jimenez
Notary Public

10/1/54



Western Surety Company

POWER OF ATTORNEY APPOINTING INDIVIDUAL ATTORNEY-IN-FACT

Know All Men By These Presents, That WESTERN SURETY COMPANY, a South Dakota corporation, is a duly organized and existing corporation having its principal office in the City of Sioux Falls, and State of South Dakota, and that it does by virtue of the signature and seal herein affixed hereby make, constitute and appoint

Charles C Leach, Patrick J Clyne, Timothy M Tyrrell, Jaymie Patricia Columbus, Kimberly Ritchie, Individually

of Latham, NY, its true and lawful Attorney(s)-in-Fact with full power and authority hereby conferred to sign, seal and execute for and on its behalf bonds, undertakings and other obligatory instruments of similar nature

- In Unlimited Amounts -

and to bind it thereby as fully and to the same extent as if such instruments were signed by a duly authorized officer of the corporation and all the acts of said Attorney, pursuant to the authority hereby given, are hereby ratified and confirmed.

This Power of Attorney is made and executed pursuant to and by authority of the By-Law printed on the reverse hereof, duly adopted, as indicated, by the shareholders of the corporation.

In Witness Whereof, WESTERN SURETY COMPANY has caused these presents to be signed by its Vice President and its corporate seal to be hereto affixed on this 14th day of July, 2021.



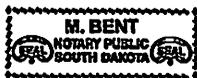
WESTERN SURETY COMPANY

Paul T. Bruflat
Paul T. Bruflat, Vice President

State of South Dakota }
County of Minnehaha } ss

On this 14th day of July, 2021, before me personally came Paul T. Bruflat, to me known, who, being by me duly sworn, did depose and say: that he resides in the City of Sioux Falls, State of South Dakota; that he is the Vice President of WESTERN SURETY COMPANY described in and which executed the above instrument; that he knows the seal of said corporation; that the seal affixed to the said instrument is such corporate seal; that it was so affixed pursuant to authority given by the Board of Directors of said corporation and that he signed his name thereto pursuant to like authority, and acknowledges same to be the act and deed of said corporation.

My commission expires
March 2, 2026



M. Bent
M. Bent, Notary Public

CERTIFICATE

I, L. Nelson, Assistant Secretary of WESTERN SURETY COMPANY do hereby certify that the Power of Attorney hereinabove set forth is still in force, and further certify that the By-Law of the corporation printed on the reverse hereof is still in force. In testimony whereof I have hereunto subscribed my name and affixed the seal of the said corporation this 28th day of December, 2021.



WESTERN SURETY COMPANY

L. Nelson
L. Nelson, Assistant Secretary



[Handwritten signature]
/s/

Authorizing By-Law

ADOPTED BY THE SHAREHOLDERS OF WESTERN SURETY COMPANY

This Power of Attorney is made and executed pursuant to and by authority of the following By-Law duly adopted by the shareholders of the Company.

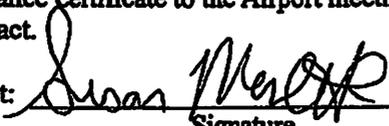
Section 7. All bonds, policies, undertakings, Powers of Attorney, or other obligations of the corporation shall be executed in the corporate name of the Company by the President, Secretary, and Assistant Secretary, Treasurer, or any Vice President, or by such other officers as the Board of Directors may authorize. The President, any Vice President, Secretary, any Assistant Secretary, or the Treasurer may appoint Attorneys in Fact or agents who shall have authority to issue bonds, policies, or undertakings in the name of the Company. The corporate seal is not necessary for the validity of any bonds, policies, undertakings, Powers of Attorney or other obligations of the corporation. The signature of any such officer and the corporate seal may be printed by facsimile.

Exhibit D: Proposal E

INSURANCE REQUIREMENT AFFIDAVIT

To be completed by appropriate insurance agent:

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

Agent:  Arthur J Gallagher Risk Management Services, Inc.
Signature Agent

Name of Insurance Carriers: Travelers Indemnity Company

Address of Agency: 784 Troy-Schenectady Road
Latham, NY 12110

Phone Number Where Agent May Be Contacted: 518-852-8867

Offerer's Name (Print or Type) Kasselman Electric Company, Inc.

SUBSCRIBED AND SWORN to before me by the above named on this 29th
day of December, 2021.

ELIZABETH M. FOX
Notary Public, State of New York
Reg. No. 01FO6373379
Qualified In Saratoga County
Commission Expires 04/09/2022

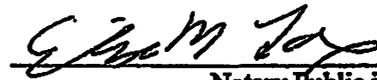

Notary Public in and for
State of New York

Exhibit D: Proposal F-1

CORPORATION/LIMITED LIABILITY COMPANY STATEMENT

IF A CORPORATION, answer the following:

1. When incorporated/formed?

7/3/1888

2. Where incorporated/formed?

New York

3. Is the corporation/LLC authorized to do business in New York?

Yes No

If New York is not state of incorporation/formation:

A. Address of the registered office in New York:

B. Name of registered agent in New York at such office:

C. Attach Certificate of Authority to transact business in New York.

4. The Corporation/LLC is held: _____ Publicly Privately

5. Furnish the name, title, and address of each officer, director, and shareholders /members of the corporation's/limited liability company's issued stock:

Officer's Name	Address	Position	%
Becky Kasselmann	279 Broadway Menands NY 12204	CEO	55%

Paul Kasselman	279 Broadway Menands NY 12204	Strategic Advisor	45%
Kevin Shaughnessy	See above	CFO	0%
TJ Henchey	See above	Senior Vice President	0%
Amber Robinson	See above	Corporate Secretary	0%

Director's Name	Address	Principal Business Affiliation Other Than Proposer's Directorship
Becky Kasselman	279 Broadway Menands NY 12204	CEO+ President
Paul Kasselman	See above	Strategic Advisor

Exhibit D: Proposal F-2

PARTNERSHIP STATEMENT

IF A PARTNERSHIP, answer the following:

1. Date of Organization? _____
2. General Partnership _____ Limited Partnership _____
3. Partnership Agreement Recorded? _____ Yes _____ No

Date: _____

Book: _____

Page: _____

County: _____

4. Has the Partnership done business in New York?
Yes _____ No _____ When? _____

5. Name, address, and partnership share of each general or limited partner:

Name	Address	Percent	
		General Of Share	Limited Partner
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____
4.	_____	_____	_____

Exhibit D: Proposal F-3

ALL PROPOSALS - FINANCIAL INFORMATION

A. Financial Statements

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

B. Surety Information

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

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

C. Bankruptcy Information

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

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

D. County of Albany and any Affiliated Entity

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

2. If Yes, identify the agreement(s), its purpose, and its term.

Albany Capital Center- electrical construction at Albany capital

Albany Airport Solar- 891-R 4/19-10/20

3. **Have you ever been sent a default notice concerning any such agreement(s)?**

Yes () No (✓) If Yes, please explain

Exhibit D: Proposal G

WORK FORCE COMPOSITION

Kasselman Electric Co. Inc

518-465-4795

Name of Firm

Phone Number

279 Broadway

Manands

New York

12204

Address

City

State

Zip Code

Thomas J. Henchey Senior Vice President

Name & Title of Authorized Executive

Full Time Employees	Total # of Employees	White	American Indian	Black	Hispanic	Other (*)
	Male / Female	M/F	M/F	M/F	M/F	M/F
Admin & Manager	3/2	3/2				
Professional	6/4	6/4				
Technical	137/2	119/2	0/0	11/0	7/0	
Sales Workers						
Office Workers						
Semiskilled Workers	4/0	4/0				
Unskilled Workers						
Apprentices	4/0	4/0				
Seasonal Temporary Part Time						
TOTAL	154/8	136/8	0/0	11/0	7/0	

***Use Additional Sheets To Identify The Ethnicity Of Employees Identified In This Category.**

Remarks: _____

Exhibit D: Proposal H

REFERENCES

List three (3) companies or governmental agencies where like or similar services have been provided within the last three years:

1. **Company Name:** Turner Construction

Address: 1 Computer Dr S Albany NY 12205
Street/P.O. Box City State Zip Code

Contact Person: Kevin Hennion **Title:** Project Engineer

Phone: (518) 432-0277 **Fax:** _____

2. **Company Name:** The Pike Company

Address: 20 Loudonville Rd Albany NY 12204
Street/P.O. Box City State Zip Code

Contact Person: Adam McWilliams **Title:** Project Manager

Phone: (518) 371-5900 **Fax:** _____

3. **Company Name:** Johnson Controls

Address: 116 Railroad Ave Albany NY 12205
Street/P.O. Box City State Zip Code

Contact Person: Bill Bivona **Title:** Regional Account Manager

Phone: (518) 451-2700 **Fax:** _____

EXHIBIT D: Proposal I

PROPOSAL SUBMITTAL FORM

Exhibit C contains the minimum requirements and are intended to govern, in general, the performance requirements and the type of services desired. Please check "yes" or "no" if you can meet these specifications.

The bidder can meet or exceed required specifications as required in EXHIBIT C?

YES

NO

Proposer has all vehicles to be used in this contract available for inspection.

YES

NO

All drivers have a valid New York State Drivers License.

YES

NO

All drivers will complete their security clearance by the Airport Operations Office prior to issuance of the contract.

YES

NO

PRICING

The undersigned hereby proposed to furnish ALL labor per the terms and conditions of the proposal specifications.

FINAL PER HOUR COST TO PERFORM REQUESTED SERVICES WHICH INCLUDES ALL COSTS (INSURANCE, BURDENS, OVERHEAD AND PROFIT):

Journey Man:

<u>Year 1</u>	\$ 104	/ Hour
<u>Year 2</u>	\$ 107	/ Hour
<u>Year 3</u>	\$ 111	/ Hour
<u>Year 4</u>	\$ 114	/ Hour
<u>Year 5</u>	\$ 118	/ Hour

Apprentice:

<u>Year 1</u>	\$ 83	/ Hour
<u>Year 2</u>	\$ 86	/ Hour
<u>Year 3</u>	\$ 89	/ Hour
<u>Year 4</u>	\$ 91	/ Hour
<u>Year 5</u>	\$ 94	/ Hour

*****OVERTIME RATE*****

Journey Man:

<u>Year 1</u>	\$ 130	/ Hour
<u>Year 2</u>	\$ 134	/ Hour
<u>Year 3</u>	\$ 139	/ Hour
<u>Year 4</u>	\$ 143	/ Hour
<u>Year 5</u>	\$ 148	/ Hour

Apprentice:

<u>Year 1</u>	\$ 104	/ Hour
<u>Year 2</u>	\$ 107	/ Hour
<u>Year 3</u>	\$ 111	/ Hour
<u>Year 4</u>	\$ 114	/ Hour
<u>Year 5</u>	\$ 118	/ Hour

*****HOLIDAY RATES*****

Journey Man:

<u>Year 1</u>	\$	<u>155</u>	/ Hour
<u>Year 2</u>	\$	<u>161</u>	/ Hour
<u>Year 3</u>	\$	<u>166</u>	/ Hour
<u>Year 4</u>	\$	<u>172</u>	/ Hour
<u>Year 5</u>	\$	<u>177</u>	/ Hour

Apprentice:

<u>Year 1</u>	\$	<u>124</u>	/ Hour
<u>Year 2</u>	\$	<u>129</u>	/ Hour
<u>Year 3</u>	\$	<u>133</u>	/ Hour
<u>Year 4</u>	\$	<u>138</u>	/ Hour
<u>Year 5</u>	\$	<u>142</u>	/ Hour

Note Contract Term: *It is the intention of the Authority to award to the successful proposer a contract for the term of one year. The Authority reserves the option to renew, with mutual written consent, up to four (4) additional one year terms.*

Cost Plus (+): The awarded vendor(s) are to enter a markup on invoice costs for supplies used in conjunction with this proposal when requested by the Airport Authority Representative. This markup **MUST** be approved by the Airport Authority Representative.

Vendor Markup: 22 % (on supplies)

RESPONSE TIME AFTER RECEIPT OF CALL:

24 HR./HRS.

EMERGENCY RESPONSE TIME AFTER RECEIPT OF CALL:

1 HR./HRS.

CONTACT INFORMATION

Name of Contact Person: Scott Richards

Phone Number(s): (518) 465-4795

(518) 221-3927

Email: Scotttr@kasselmanelectric.com



**NEW YORK STATE
MINORITY- AND WOMEN-OWNED BUSINESS ENTERPRISE ("MWBE")
CERTIFICATION**

Empire State Development's Division of Minority and Women's Business Development grants a

Women Business Enterprise (WBE)

pursuant to New York State Executive Law, Article 15-A to:

Kasselmann Electric Co. Inc.

Certification Awarded on: November 29, 2021
Expiration Date: November 29, 2026
File ID#: 51338



NEW YORK
STATE OF
OPPORTUNITY

Division of Minority
and Women's
Business Development

A Division of Empire State Development



630 SEVENTH AVENUE
TROY, NY 12182
518.286.6000

December 30, 2021

Albany County Airport Authority

Purchasing Office

737 Albany Shaker Rd

Main Terminal Third Floor

Albany, NY 122141-1057

To whom it may concern,

It is with great pleasure to represent LaCorte Cos, Inc. in this proposal for work at the Albany Airport.

LaCorte Companies has been in business for forty two (42) years and has been awarded many projects including projects at the Albany County Airport. Our headquarters is located at 630 7th Avenue, Troy, NY 12182. Over the years LaCorte Companies has proved to be a reputable and award winning contractor.

LaCorte Companies is a Federal Small Business and 100% NYS Certified Woman Owned Business. We serve many owners thru contracts and service maintenance.

In this proposal we will list projects and owners that depend of LaCorte Companies Inc. but it is only a small sample of the jobs we have completed and work we presently do for owners.

Contacts at LaCorte Companies Inc.

Eileen LaCorte, President 630 7th Avenue, Troy, NY 12182 Office # 518-880-1107,

Cell # 518-281-6420, elacorte@lacorte.com

Jennifer Harrington, Treasurer, 630 7th Avenue, Troy, NY 12182 Office #518-880-1105

Jharrington@lacorte.com

Al Parascandola, Secretary 630 7th Avenue, Troy, NY 12182 Office # 518-880-1157

Cell # 518-365-2830, aparascandola@lacorte.com

Fax # 518-286-6110

Thank you again for this opportunity.

Sincerely,

Eileen LaCorte, President

EXECUTIVE SUMMARY

Eileen LaCorte, President, CEO SINCE 1998

Employed since 1979.

Jennifer Harrington, Treasurer, CONTRACT AND BILLING ADMINISTRATOR

Employed since 2004

Al Parascandola, Secretary

Employed since 1998. AL Parascandola heads our Service and Maintenance Department.

His experience includes being a Licensed Journeyman Electrician and holds a NYS Fire Alarm License.

LaCorte Companies is a union contractor and affiliated with Local 236, Local 1249, Local 363

in NYS. Our Main Local is 236 Albany, NY. All Field employees are a member of Local 236.

We hold all Journeyman with a high standard of workmanship and safety.

Technical Journeyman for phone and data are employed by LaCorte Companies.

OSHA 10 are held by all our employees. Sexual Harassment training is renewed every year.

Safety is a very important standard at LaCorte Companies.

Most of our employees have been with LaCorte Companies for many years which speaks

volumes for a Union contractor.

EXPERIENCE

1. PISOEV, Plug in Stations Online, LLC

Chris Carmody, Plugin Stations 7 Cotton Mill Lane Valatie, NY 12184

chris@pisoev.com

Office # 855-467-9751

Cell # 347-327-4980

DC FAST CHARGE INSTALLATIONS.

(5) SEPARATE CONTRACTS FOR CHARGING STATIONS INSTALLATIONS IN KEENE, CLIFTON PARK, AMSTERDAM, SCHENECTADY, FULTON CTY.

2. DUOGARD, 40442 Koppernick Rd Canton, Michigan 48187

Justin Watts: jwatts@duogard.com ,

Office # 734-207-9700

Cell# 248-408-8781

CDTA Solar Projects Locations Albany area.

3. NYS OGS Emergency Services

Currently on the list of contractors for bids of emergency jobs. One attached for reference.

4. H2h Geoscience Engineering, PLLC

Jennifer Popp: jpopp@h2hg-e.com

179 river street, Troy, NY 12180

Office# 518-270-1620

Cell # 631-300-6733

Five (5) Generator installations at different locations NYS Dormitory Authority

Schenectady, Troy, Clifton park locations

5. Ironsword Enterprises LLC, P.O. Box 149971, Austin Texas 78714-8971

Ben Baker b.baker@ironswordllc.com

845-863-1788

Stratton VA Cooling Towers, Albany, NY

6. HRI Health Research Inc. 150 Broadway Albany, NY

Data and Fiber Optics

Tammy Young, tammy.young@healthresearch.org 518-431-1221

LaCorte Companies has 24/7 emergency services with someone on call at all times.

I have attached another listing of other jobs used for NYS CCA requirements

LaCorte companies Inc. maintains a service level based on all contract sizes.

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**Office of
General Services**

Design and Construction
AN ISO 9001:2015 CERTIFIED ORGANIZATION

Division of Construction, 34th Floor, Corning Tower
The Governor Nelson A. Rockefeller Empire State Plaza
Albany, New York 12242

Phone: (518) 474-0337

CONTRACTOR FINAL EVALUATION

Project No.: **EE556-V**

Project Description: (Title, Facility Name and Address) Repair Electric Feeder, Grant's Cottage Mt McGregor CF 1000 Mt McGregor Rd Wilton, NY 12831-5071	Vendor Name: Lacorte Companies, Inc.	Final Evaluation Date: 05/03/2021
	Contractual Substantial Completion Date: 07/31/2021	Scheduled Completion Date (P6): P6 Variance:

D&C Engineer-In-Charge: William Belden	D&C Area Supervisor: Patrick Szabo	D&C Regional Supervisor: Andrew Jarnak
--	--	--

Was a show cause hearing held?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
LD Letters: anticipated or issued?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
DOL Violations?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
OGS (Safety Violations?)	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

Evaluate the performance on an excellent, satisfactory, and poor scale. All ratings must be accompanied by a justification to support the rating. The evaluation criteria listed below is not all inclusive and additional items may be applicable.

Highest Lowest

PROJECT MANAGEMENT

Excellent Satisfactory Poor

Article 3: Prompt notification of discrepancies in the Contract Documents

Comments and other considerations:
Good management and supervision.

Article 4: Submittals are complete, accurate, and correct

Article 6: Supervision and coordination of the work in accordance with the levels and responsibilities identified

Article 7: Disruption to the facility, facility operations, and neighbors is minimized

Article 10, Section 012200: Proposals are accurate, reasonable and timely

Section 011000: Inform the Director's Representative of work area access requirements

Section 013100: Deviation Requests submitted by BDC 49 are complete, accurate, and submitted in a timely manner

Section 013119: Attends and is prepared for contractually required meetings

QUALITY OF CONSTRUCTION

Excellent Satisfactory Poor

Article 9: Correction of work that does not conform to contract documents

Comments and other considerations:
Quality work provided.

Article 9: Materials and equipment provided are in accordance with the contract documents and approved submittals

SCHEDULING AND TIMELINESS

Excellent Satisfactory Poor

Specification 013113: Scheduling Deadlines met

Comments and other considerations:
Project completed on schedule.

Specification 013113: Schedule updates accurately reflect completed work

Specification 013113: Activities for change management and time impacts are accurate and input into the schedule

Specification 013200: Work is performed in accordance with the approved Project Schedule and sequence

VENDOR RESPONSIBILITY

Excellent Satisfactory Poor

Article 6: Submission of each proposed subcontractor and supplier

Comments and other considerations:
BDC 329 submitted as required.

Section 007324: Initial BDC 329 submitted within 15 days after award

Section 013000: Submission of a revised BDC 329 to reflect subcontractor or supplier additions or changes throughout the contract duration

LIFE, HEALTH & SAFETY

Excellent Satisfactory Poor

Section 011100: Maintained site and promoted good housekeeping

Comments and other considerations:
Excellent safety practices.

Section 011100: Immediate notification of any and all accidents and property damage: accident report submitted within 24 hours

Section 011100: Employee Orientation, Weekly Safety Inspections, and Toolbox Talks held, and documentation submitted

Timely correction of identified Safety Hazards

Repeat Safety Hazard violations

PROJECT CLOSEOUT

Excellent Satisfactory Poor

Section 017716: Timely completion of Contract Completion List Items, Detailed Inspection Items, and Final Inspection items

Comments and other considerations:
Completed as required.

Section 017716: Timely completion of project closeout including delivery of O&M's/As-builts

EIC'S Overall Evaluation & Comments

Excellent Satisfactory Poor

Provide a justification for the overall rating

Comments and other considerations:
Good contractor.

Evaluator:

William Belden / O&S EIC
Print Name and Title

Will Belden
Signature

6/28/21
Date

This section is to be filled out by the Area/Regional Supervisor that conducts the review with the Vendor:

Print Vendor Representative Name and Title

Date/Time Reviewed

Method of Review

Area or Regional Supervisor:

Print Name and Title

Signature

Date

**NEW YORK STATE
VENDOR RESPONSIBILITY QUESTIONNAIRE**

ATTACHMENT A – COMPLETED CONSTRUCTION CONTRACTS

Vendor Name: LaCorte Companies Inc.

NYS Vendor ID: 20173612

Question 3.0: List the ten most recent construction contracts the Business Entity has completed. If less than ten, include most recent subcontracts on projects up to that number:

1.	Agency/Owner South Colonie CSD		Award Date 5/7/2020	Amount 153,697.00	Date Completed 3/23/2021
	Contact Person Chris Nolte		Telephone No. 518-479-4000	Designer Architect and /or Design Engineer Mosaic Associates	
	Contract No. SED#01-06-01-06-0-017-014	Prime or Sub Prime	Joint Venture (JV) Name, if applicable NA		EIN of JV, if applicable NA
2.	Agency/Owner South Colonie CSD		Award Date 8/28/2020	Amount 229,781.00	Date Completed 4/20/2021
	Contact Person Chris Nolte		Telephone No. 518-479-4000	Designer Architect and /or Design Engineer Mosaic Associates	
	Contract No. SED#010601-060-0003-017	Prime or Sub Prime	Joint Venture (JV) Name, if applicable NA		EIN of JV, if applicable NA
3.	Agency/Owner BMPC-Kapl		Award Date 9/8/2021	Amount 1,430,335.00	Date Completed 4/4/2021
	Contact Person Mike Tate		Telephone No. 518-370-0044	Designer Architect and /or Design Engineer C&S Engineers	
	Contract No. NA	Prime or Sub Sub	Joint Venture (JV) Name, if applicable		EIN of JV, if applicable NA
4.	Agency/Owner Hoosick Falls CSD		Award Date 2/13/2020	Amount \$47,931.00	Date Completed 11/30/2020
	Contact Person Jeff West		Telephone No. 518-272-2541	Designer Architect and /or Design Engineer Synthesis Architects LLP	
	Contract No.	Prime or Sub Sub	Joint Venture (JV) Name, if applicable NA		EIN of JV, if applicable NA
5.	Agency/Owner NYS Thruway		Award Date 3/24/2020	Amount 47,234.00	Date Completed 11/15/2020
	Contact Person Peter Maloy		Telephone No. 518-437-7881	Designer Architect and /or Design Engineer NA	
	Contract No. -	Prime or Sub Sub	Joint Venture (JV) Name, if applicable NA		EIN of JV, if applicable NA

**NEW YORK STATE
VENDOR RESPONSIBILITY QUESTIONNAIRE
ATTACHMENT A – COMPLETED CONSTRUCTION CONTRACTS**

Vendor Name: LaCorte Companies Inc.

NYS Vendor ID: 20173612

Question 3.0: List the ten most recent construction contracts the Business Entity has completed. If less than ten, include most recent subcontracts on projects up to that number:

6.	Agency/Owner Watervliet Arsenal		Award Date 9/29/20	Amount 109,533.00	Date Completed 2/28/21
	Contact Person Billy Wells	Telephone No. 845-863-1789	Designer Architect and /or Design Engineer NA		
	Contract No. 200728-26A	Prime or Sub Sub	Joint Venture (JV) Name, if applicable NA	EIN of JV, if applicable NA	
7.	Agency/Owner Mag Land Development LLC		Award Date 11/24/2020	Amount 41,297.00	Date Completed September 18th
	Contact Person Gordon Heeps	Telephone No. 518-952-7500	Designer Architect and /or Design Engineer Excel Engineering		
	Contract No. D18-039	Prime or Sub Sub	Joint Venture (JV) Name, if applicable N/A	EIN of JV, if applicable N/A	
8.	Agency/Owner Dormitory Authority State of New York		Award Date 9/16/2020	Amount 32,125.00	Date Completed 3/3/21
	Contact Person Jennifer Popp	Telephone No. 518-270-1620	Designer Architect and /or Design Engineer NA		
	Contract No. 40020.017	Prime or Sub Sub	Joint Venture (JV) Name, if applicable N/A	EIN of JV, if applicable NA	
9.	Agency/Owner Dormitory Authority State of New York		Award Date 9/16/20	Amount 37,250.00	Date Completed 3/3/21
	Contact Person Jennifer Popp	Telephone No. 518-270-1620	Designer Architect and /or Design Engineer NA		
	Contract No. 40020.013	Prime or Sub Sub	Joint Venture (JV) Name, if applicable NA	EIN of JV, if applicable N/A	
10.	Agency/Owner Dormitory Authority State of New York		Award Date 9/16/20	Amount 35,520.00	Date Completed 3/3/21
	Contact Person Jennifer Popp	Telephone No. 518-270-1620	Designer Architect and /or Design Engineer NA		
	Contract No. 40020.015	Prime or Sub Sub	Joint Venture (JV) Name, if applicable NA	EIN of JV, if applicable NA	

**NEW YORK STATE
VENDOR RESPONSIBILITY QUESTIONNAIRE
ATTACHMENT B – UNCOMPLETED CONSTRUCTION CONTRACTS**

Vendor Name: LaCorte Companies Inc.

NYS Vendor ID: 20173612

Question 3.1: List all current uncompleted construction contracts:								
1.	Agency/Owner Whitehall Central School District					Award Date 4/24/2020	Completion Date	
	Contact Person Mark Bouley			Telephone No. 607-216-6796	Designer Architect and /or Design Engineer Tetra Tech Arch & Engineers			
	Contract No. 20107-18001	Prime or Sub Prime	Joint Venture (JV) Name, if applicable NA			EIN of JV, if applicable NA		
				Total Contract Amount 402,296.00	Amount Sublet to others N/A	Uncompleted Amount Unable to Determine		
2.	Agency/Owner Hamilton Elementary					Award Date	Completion Date	
	Contact Person Nick Martin			Telephone No. 518-390-8211	Designer Architect and /or Design Engineer NA			
	Contract No. 53-06-00-01-009-009	Prime or Sub Sub	Joint Venture (JV) Name, if applicable NA			EIN of JV, if applicable NA		
				Total Contract Amount 1,172,558.00	Amount Sublet to others NA	Uncompleted Amount 1,026,732.00		
3.	Agency/Owner Stratton VA					Award Date November 17th	Completion Date May 19th	
	Contact Person Mathew Petrangelo			Telephone No. 845-863-1788	Designer Architect and /or Design Engineer N/A			
	Contract No. 26-001	Prime or Sub SUB	Joint Venture (JV) Name, if applicable N/A			EIN of JV, if applicable N/A		
				Total Contract Amount 64,887.00	Amount Sublet to others N/A	Uncompleted Amount 64,887.00		
4.	Agency/Owner Suny					Award Date December 18th	Completion Date August 19th	
	Contact Person Chris Martin			Telephone No. 518-952-6046	Designer Architect and /or Design Engineer NA			
	Contract No. 901968000	Prime or Sub Sub	Joint Venture (JV) Name, if applicable N/A			EIN of JV, if applicable NA		
				Total Contract Amount 37,900	Amount Sublet to others NA	Uncompleted Amount 37,900		

**NEW YORK STATE
VENDOR RESPONSIBILITY QUESTIONNAIRE
ATTACHMENT B – UNCOMPLETED CONSTRUCTION CONTRACTS**

Vendor Name: LaCorte Companies Inc.

NYS Vendor ID: 20173612

Question 3.1: List all current uncompleted construction contracts:								
5.	Agency/Owner Warren County					Award Date 5/19/2020	Completion Date	
	Contact Person Chris Brubach			Telephone No.	Designer Architect and /or Design Engineer C&S Engineers			
	Contract No. 1903.16	Prime or Sub Prime	Joint Venture (JV) Name, if applicable NA			EIN of JV, if applicable NA		
				Total Contract Amount \$266,200	Amount Sublet to others N/A	Uncompleted Amount 266,200		
6.	Agency/Owner					Award Date	Completion Date	
	Contact Person			Telephone No.	Designer Architect and /or Design Engineer			
	Contract No.	Prime or Sub	Joint Venture (JV) Name, if applicable			EIN of JV, if applicable NA		
				Total Contract Amount	Amount Sublet to others	Uncompleted Amount		
7.	Agency/Owner					Award Date	Completion Date	
	Contact Person			Telephone No.	Designer Architect and /or Design Engineer			
	Contract No.	Prime or Sub	Joint Venture (JV) Name, if applicable			EIN of JV, if applicable		
				Total Contract Amount	Amount Sublet to others	Uncompleted Amount		
8.	Agency/Owner					Award Date	Completion Date	
	Contact Person			Telephone No.	Designer Architect and /or Design Engineer			
	Contract No.	Prime or Sub	Joint Venture (JV) Name, if applicable			EIN of JV, if applicable		
				Total Contract Amount	Amount Sublet to others	Uncompleted Amount		

**NEW YORK STATE
VENDOR RESPONSIBILITY QUESTIONNAIRE
ATTACHMENT A – COMPLETED CONSTRUCTION CONTRACTS**

Vendor Name: LaCorte Companies Inc.

NYS Vendor ID: 20173612

Question 3.0: List the ten most recent construction contracts the Business Entity has completed. If less than ten, include most recent subcontracts on projects up to that number:					
1.	Agency/Owner NYS Thruway/Sano Rubin Construction		Award Date March 18th	Amount \$1,543,211.00	Date Completed November 18th
	Contact Person Dave Hollander or Contract Admin		Telephone No. 518-462-6471	Designer Architect and /or Design Engineer N/A	
	Contract No. TAA78-22/D214670	Prime or Sub SUB	Joint Venture (JV) Name, if applicable N/A		EIN of JV, if applicable N/A
2.	Agency/Owner KAPL/ Knolls Atomic Lab/Plank Construction		Award Date August 17 th	Amount \$270,653.00	Date Completed March 18th
	Contact Person Andrew Neubauer/ or Contract Admin		Telephone No. 518-344-5400	Designer Architect and /or Design Engineer N/A	
	Contract No. 2017.011	Prime or Sub SUB	Joint Venture (JV) Name, if applicable N/A		EIN of JV, if applicable N/A
3.	Agency/Owner NYS OGS		Award Date April 16 th	Amount \$222,375.00	Date Completed April 18th
	Contact Person Donald Gailor/contract admin		Telephone No. 518-486-1946	Designer Architect and /or Design Engineer N/A	
	Contract No. 45269-E	Prime or Sub PRIME	Joint Venture (JV) Name, if applicable N/A		EIN of JV, if applicable N/A
4.	Agency/Owner SUNY Cobleskill		Award Date October 16 th	Amount \$131,239.00	Date Completed July 17th
	Contact Person Mike Murphy/contract admin		Telephone No. 518-255-5011	Designer Architect and /or Design Engineer N/A	
	Contract No. T000-587	Prime or Sub PRIME	Joint Venture (JV) Name, if applicable N/A		EIN of JV, if applicable N/A
5.	Agency/Owner Watervliet Arsenal/Benaka		Award Date April 16th	Amount \$1,099,000.00	Date Completed July 18th
	Contact Person Amit Deshmukh/contract admin		Telephone No. 732-246-7060	Designer Architect and /or Design Engineer N/A	
	Contract No. W912DS- 15C-0026	Prime or Sub SUB	Joint Venture (JV) Name, if applicable N/A		EIN of JV, if applicable N/A

**NEW YORK STATE
VENDOR RESPONSIBILITY QUESTIONNAIRE
ATTACHMENT A – COMPLETED CONSTRUCTION CONTRACTS**

Vendor Name: LaCorte Companies Inc.

NYS Vendor ID: 20173612

Question 3.0: List the ten most recent construction contracts the Business Entity has completed. If less than ten, include most recent subcontracts on projects up to that number:						
6.	Agency/Owner Fulton Montgomery Community College			Award Date April 18th	Amount \$109,000.00	Date Completed August 18th
	Contact Person Scott Henze		Telephone No. 618-735-3622	Designer Architect and /or Design Engineer JMZ Architects		
	Contract No. N/A	Prime or Sub PRIME	Joint Venture (JV) Name, if applicable N/A		EIN of JV, if applicable N/A	
7.	Agency/Owner Watervliet Arsenal/ Arcadis US Inc.			Award Date September 17th	Amount \$237,831.00	Date Completed September 18th
	Contact Person A.J. Brooks		Telephone No. 518-371-1181	Designer Architect and /or Design Engineer N/A		
	Contract No. D18-039	Prime or Sub SUB	Joint Venture (JV) Name, if applicable N/A		EIN of JV, if applicable N/A	
8.	Agency/Owner SUNY/ Wainschaf Associate Inc.			Award Date March 16th	Amount \$210,103.00	Date Completed December 17th
	Contact Person Robert Stole		Telephone No. 518-449-2220	Designer Architect and /or Design Engineer Architectural Resources		
	Contract No. 40166-02	Prime or Sub SUB	Joint Venture (JV) Name, if applicable N/A		EIN of JV, if applicable N/A	
9.	Agency/Owner Bunt Hills			Award Date February 18th	Amount \$227,299.00	Date Completed February 19th
	Contact Person Annette Schilling		Telephone No. 315-476-7917	Designer Architect and /or Design Engineer Bivenst Associate Arch PLLC		
	Contract No.	Prime or Sub PRIME	Joint Venture (JV) Name, if applicable N/A		EIN of JV, if applicable N/A	
10.	Agency/Owner Board of Education			Award Date February 18th	Amount \$429,000.00	Date Completed 8.13.19
	Contact Person Todd Vogel		Telephone No. 518-477-1356	Designer Architect and /or Design Engineer Mosaic Associate		
	Contract No. APN1610.0	Prime or Sub PRIME	Joint Venture (JV) Name, if applicable N/A		EIN of JV, if applicable N/A	

Work PLAN

LaCorte Companies Inc. has the capabilities with all your service needs with a 24/7 emergency service.

LaCorte Companies presently has 20 union personnel, two project managers, Shop personnel for deliveries, and administrative staff for all the needs of any project.

Equipment consisting of bucket truck, rack truck, excavators, lifts, service vans box truck, and tools for all the needs of any type of electrical construction with the experience it takes to handle it efficiently, on time and within the budget.

We have the experience not only in the field but with years of handling projects requirements. When a project call comes in house a work order is produced.

Dispatching is then considered based on the work scope, timeliness of the project that is needed, the manpower, tools and equipment needs.

A call will be made to the owner to let them know when the staff will there for the work at hand. We will produce the needs of the project as it gets underway for all that is necessary.

Proposals will be handled in a call to the office. It is customary that the Service Manager will make an appointment to visit jobsite, assess the work and then a proposal will be produced.

Knowing the services, frequency and staffing a job scope is required.

I only hope you will consider LaCorte Companies as a contractor for your needs now and in the future.

Exhibit D: Proposal A

PROPOSAL ACKNOWLEDGMENT FORM

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

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

I, the undersigned, guarantee our proposal meets or exceeds specifications contained in the RFP document. Any exceptions are described in detail and all requested information has been submitted as requested.

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

I also affirm that I am duly authorized to execute the Agreement contemplated herein; that this company, corporation, firm, partnership, or individual has not prepared this Proposal in collusion with any other proposer and that the contents of this proposal as to rent, terms or conditions of said proposal have not been communicated by the undersigned nor by any employee or agent to any other proposer or to any other person/s engaged in this type of business prior to the official opening of the proposal.

Name of Proposer: Lalonde Companies LLC

Signature of Authorized Person: Galen Lalonde

Title: President

Business Address of Proposer: 630 7th Ave Troy, NY 12182

Business Phone Number: 518-286-6000

Date: Dec 29, 2021

Subscribed and sworn to before me this 29th day of December, 2021.

Exhibit D: Proposal B

NON-COLLUSION AFFIDAVIT

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

The undersigned offers and agrees to furnish all of the items/services upon which qualifications are stated in the accompanying proposal. The period of acceptance of this proposal will be ___ calendar days from the date of the bid opening. (Period of acceptance will be forty-five (45) calendar days unless otherwise indicated by proponent).

STATE OF New York COUNTY OF Rensselaer

BEFORE ME, the undersigned authority, a Notary Public in and for the State of N.Y. on this day personally appeared Ylkeew LaCorte who after being by me duly sworn did depose and say: I, Ylkeew LaCorte am a duly authorized officer of/agent for LaCorte Cos and have been duly authorized to execute the foregoing on behalf of the said .

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

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

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

person, partnership or corporation to submit or not to submit a proposal for the purpose of restricting competition.

Name and Address of Proponent: LaCorde Cos Inc

630 7th Ave Troy ny 12182

Telephone and Fax Numbers: 518 286-6000 518 286-6110

By: *Green LaCorde* Name & Title Green LaCorde President
Signature

SUBSCRIBED AND SWORN to before me by the above-named on this
29th day of December 2021.

KIMBERLY CONNORS
Notary Public, State of New York
Reg. No. 01C05372921
Qualified in Rensselaer County
Commission Expires 04/02/2022

Kimberly Connors
Notary Public in and for the State of NY

Exhibit D: Proposal C

Offerer Disclosure of Prior Non-Responsibility Determinations

Name of Individual or Entity Seeking to Enter into the Procurement Contract:

LaCorde Companies Inc

Address: 630 7th Ave

Troy NY 12182

Name and Title of Person Submitting this Form:

Gileen LaCorde President

Contract Procurement Number: SC-21-1102

Date: Dec 30, 2021

1. Has any Governmental Entity made a finding of non-responsibility regarding the individual or entity seeking to enter into the Procurement Contract in the previous four years? (Please circle):

No Yes

If yes, please answer the next questions:

2. Was the basis for the finding of non-responsibility due to a violation of State Finance Law §139-j (Please circle):

No Yes

3. Was the basis for the finding of non-responsibility due to the intentional provision of false or incomplete information to a Governmental Entity? (Please circle):

No Yes

4. If you answered yes to any of the above questions, please provide details regarding the finding of non-responsibility below.

Governmental Entity: _____

Date of Finding of Non-responsibility: _____

Basis of Finding of Non-Responsibility: _____

(Add additional pages as necessary)

5. Has any Governmental Entity or other governmental agency terminated or withheld a Procurement Contract with the above-named individual or entity due to the intentional provision of false or incomplete information? (Please circle):

No

Yes

6. If yes, please provide details below.

Governmental Entity: _____

Date of Termination or Withholding of Contract: _____

Basis of Termination or Withholding: _____

(Add additional pages as necessary)

Offerer certifies that all information provided to the Governmental Entity with respect to State Finance Law §139-k is complete, true and accurate.

By: _____

Signature

Date: _____

Dec 30, 2021

Name: _____

Title: _____

Exhibit D: Proposal D

PROPOSAL BOND

KNOW ALL MEN BY THESE PRESENT, that we, the undersigned, LaCorte Companies, Inc. as Principal, and Old Republic Insurance Company as Surety, a corporation chartered and existing under the laws of the State of Pennsylvania, and fully authorized to the business in the State of New York, and hereby held and firmly bound unto Albany International Airport Authority, as Owner in the sum of \$ 2,000.00 dollars and no cents in good and lawful money of the United States of America, to be paid upon demand to the Albany International Airport, New York, to which payment well and truly made, we hereby jointly and severally bind ourselves, our heirs, executors, administrators, successors, and assigns.

The condition of the above obligation is such that whereas the Principal has submitted to Albany County Airport Authority, certain Proposal, attached hereto and hereby made a part hereof to enter into a contract in writing, for the performance of services at the Albany International Airport, Contract No. SC-21-1102

NOW, THEREFORE,

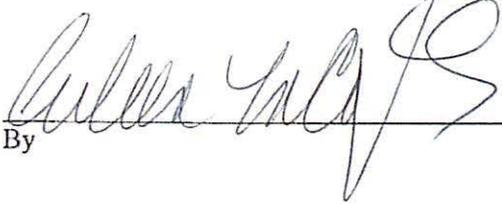
- A. If said Proposal shall be rejected, or in the alternate;
- B. If said Proposal shall be accepted and the Principal shall, within fourteen (14) calendar days after receipt of written notification from the Authority of the Notice of Award, execute and deliver such contract and shall furnish sufficient and satisfactory bonds for his faithful performance of said contract, and for the payment of all amounts in connection therewith, and shall in all other respects perform the agreement created by the acceptance of said Proposal, then this obligation shall be void; otherwise the same shall remain in force and effect, it being expressly understood and agreed that the liability of the Surety for any and all claims hereunder shall, in no event, exceed the penal amount of this obligation as herein stated.

The Surety, for value received, hereby stipulated and agrees that the obligations of said Surety and its bond shall be in no way impaired or affected by any extension of the time within which the Authority accepts such Proposal; and said Surety does hereby waive notice of any such extension.

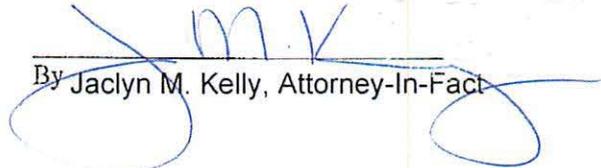
IN WITNESS WHEREOF, the Principal and the Surety have hereunto set their hands and seals, and such of them as are corporations have cause their corporate seals to be hereto affixed and these presents to be signed by their proper officers.

Signed, this 23rd day of December, 2021.

LaCorte Companies, Inc.
Principal

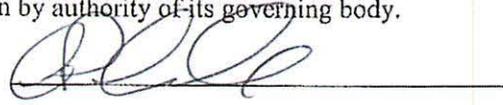
By 

Old Republic Insurance Company
Surety


By Jaclyn M. Kelly, Attorney-In-Fact

CERTIFICATE AS TO CORPORATE PRINCIPAL

I, Al Parascanota, certify that I am the Secretary of the Corporation named as Principal in the within bond; that Eileen LaCorte, who signed the said bond of said Corporation is the President of said Corporation; that I know his signature, and his signature hereto is genuine; and that said bond was duly signed, sealed, and attested for in behalf of said Corporation by authority of its governing body.





(Corporate Seal)



[Faint, illegible handwritten text]



NOTARIAL JURAT
INDIVIDUAL ACKNOWLEDGEMENT

State of _____]
County of _____] ss:
On this _____ day of _____, _____ before me personally appeared

known to me to be the person _____ described in and who executed the foregoing instrument, and _____ he duly acknowledged to me that _____ he executed the same.

Notary Public

PARTNERSHIP ACKNOWLEDGEMENT

State of _____]
County of _____] ss:
On this _____ day of _____, _____ before me personally appeared

known to me to be a member of the firm of _____ described in and which executed the foregoing instrument, and _____ he thereupon acknowledged to me that _____ he executed the same as and for the act and deed of said firm.

Notary Public

CORPORATION ACKNOWLEDGEMENT

State of NY]
County of Albany] ss:
On this 23 day of December before me personally appeared

Gillen Latorre to me known, who being by me duly sworn, did depose and say: that s he resides at Albany NY; that she is President of the corporation described in and which executed the foregoing instrument; that she knows the seal of said corporation; that the seal affixed to said instrument is such corporate seal; that it was so affixed by order of the Board of Directors of said corporation; and that she signed her name thereto by like order.

Kimberly Connors
Notary Public
KIMBERLY CONNORS
Notary Public, State of New York
Reg. No. 01C0637921
Qualified in Rensselaer County
Commission Expires 04/02/2022

SURETY ACKNOWLEDGEMENT

State of New York]
County of Schenectady] ss:
On this 23rd day of December, 2021 before me personally appeared

Jaelyn M. Kelly to me known, who being by me duly sworn, did depose and say: that she resides in the City of Scotia, New York; that she is the Attorney-In-Fact of the above signed surety, the corporation described in and which executed the within instrument; that she knows the corporate seal of said corporation; that the seal affixed to said instrument is such corporate seal; that it was so affixed by order of the Board of Directors of said corporation; and that she signed her name thereto by like order.

KIMBERLY S. SYLVESTER
Notary Public, State of New York
No. 01SY6089309
Qualified in Schenectady County
Commission Expires March 24, 2023

Kimberly Sylvester
Notary Public

KIMBERLY S. SILVESTER
Notary Public State of New York
No. 018Y6089309
Qualified in Schoharie County
Commission Expires March 24, 20



OLD REPUBLIC INSURANCE COMPANY

POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS: That OLD REPUBLIC INSURANCE COMPANY, a Pennsylvania stock insurance corporation, does make, constitute and appoint:

Jeanne M. Maloy, Jaclyn M. Kelly, Maria T. Delorenzo, J. Carlos Viana, Deborah L. Kruman of Scotia, NY

its true and lawful Attorney(s)-in-Fact, with full power and authority, not exceeding \$50,000,000, for and on behalf of the Company as surety, to execute and deliver and affix the seal of the Company thereto (if a seal is required), bonds, undertakings, recognizances or other written obligations in the nature thereof, (other than self-insurance workers compensation bonds guaranteeing payment of benefits, asbestos abatement contract bonds, waste management bonds, hazardous waste remediation bonds or black lung bonds), as follows:

ALL WRITTEN INSTRUMENTS IN AN AMOUNT NOT TO EXCEED FIFTY MILLION (\$50,000,000) FOR ANY SINGLE OBLIGATION

and to bind OLD REPUBLIC INSURANCE COMPANY thereby, and all of the acts of said Attorneys-in-Fact, pursuant to these presents, are ratified and confirmed. This appointment is made under and by authority of the board of directors at a meeting held on March 14, 2014. This Power of Attorney is signed and sealed by facsimile under and by the authority of the following resolutions adopted by the board of directors of the OLD REPUBLIC INSURANCE COMPANY on March 14, 2014.

RESOLVED FURTHER, that the chairman, president or any vice president of the Company's surety division, in conjunction with the secretary or any assistant secretary of the Company, be and hereby are authorized and directed to execute and deliver, to such persons as such officers of the Company may deem appropriate. Powers of Attorney in the form presented to and attached to the minutes of this meeting, authorizing such persons to execute and deliver and affix the seal of the Company to bonds, undertakings, recognizances, and suretyship obligations of all kinds, other than bail bonds, bank depository bonds, mortgage deficiency bonds, mortgage guaranty bonds, guarantees of installment paper and not guaranty bonds. The said officers may revoke any Power of Attorney previously granted to any such person. The authority of any Power of Attorney granted by any such officer of the Company as aforesaid shall not exceed fifty million dollars (\$50,000,000.00), except (a) bonds required to be filed as open penalty bonds, and (b) bonds filed with any court or governmental authority requiring an unlimited penalty in bonds filed in that court.

RESOLVED FURTHER that any bond, undertaking, recognizance, or suretyship obligation shall be valid and binding upon the Company

- (i) when signed by chairmen, president or any vice president of the Company's surety division and attested and sealed (if a seal be required) by any secretary or assistant secretary; or
- (ii) when signed by a duly authorized Attorney-in-Fact and sealed with the seal of the Company (if a seal be required).

RESOLVED FURTHER, that the signature of any officer designated above, and the seal of the Company, may be affixed by facsimile to any Power of Attorney or certification thereof authorizing the execution and delivery of any bond, undertaking, recognizance, or other suretyship obligations of the Company, and such signature and seal when so used shall have the same force and effect as though manually affixed.

IN WITNESS WHEREOF, OLD REPUBLIC INSURANCE COMPANY has caused these presents to be signed by its proper officer, and its corporate seal to be affixed this 12th day of October, 2018.

Jane E. Cherney
Assistant Secretary



Alan Pavlic
Vice President

STATE OF WISCONSIN, COUNTY OF WAUKESHA - SS

On this 12th day of October, 2018, personally came before me, Alan Pavlic and Jane E Cherney, to me known to be the individuals and officers of the OLD REPUBLIC INSURANCE COMPANY who executed the above instrument, and they each acknowledged the execution of the same, and being by me duly sworn, did severally depose and say: that they are the said officers of the corporation aforesaid, and that the seal affixed to the above instrument is the seal of the corporation, and that said corporate seal and their signatures as such officers were duly affixed and subscribed to the said instrument by the authority of the board of directors of said organization.



Kathryn R. Pearson
Notary Public

My Commission Expires: September 28, 2022

CERTIFICATE

(Expiration of notary's commission does not invalidate this instrument)

I, the undersigned, assistant secretary of the OLD REPUBLIC INSURANCE COMPANY, a Pennsylvania corporation, CERTIFY that the foregoing and attached Power of Attorney remains in full force and has not been revoked; and furthermore, that the Resolutions of the board of directors set forth in the Power of Attorney, are now in force.



95-0071

Signed and sealed at the City of Brookfield, WI this 23rd day of December, 2021.

Jane E. Cherney
Assistant Secretary

OLD REPUBLIC INSURANCE COMPANY
OF MT. PLEASANT, PENNSYLVANIA

STATUTORY FINANCIAL STATEMENT AS OF DECEMBER 31, 2019

ADMITTED ASSETS

Bonds	\$1,700,421,473
Common stocks	697,255,292
Cash, cash equivalents and short-term investments	91,915,363
Bonds, short-term investments and cash held under retrospective rating agreements	22,635,707
Premiums and considerations – uncollected premiums and agents' balances in the course of collection	251,065,666
Deferred premiums, agents' balances and installments booked but deferred and not yet due	6,683,519
Accrued retrospective premiums	430,099
Funds held by or deposited with reinsured companies	392,657
Amounts recoverable from reinsurers	70,113,985
Electronic data processing equipment and software	362,660
Investment income due and accrued	16,546,264
Receivables from parent, subsidiaries and affiliates	3,337,943
Other assets	8,759,887
TOTAL ADMITTED ASSETS	\$2,869,920,515

LIABILITIES AND SURPLUS

Losses	\$771,719,416
Reinsurance payable on paid losses and loss adjustment expenses	8,803,210
Loss adjustment expenses	152,191,364
Commissions payable, contingent commissions and other similar charges	8,209,349
Other expenses (excluding taxes, licenses and fees)	19,559,435
Taxes, licenses and fees (excluding federal income taxes)	72,694,006
Current federal income taxes	1,060,956
Net deferred tax liability	14,730,878
Unearned premiums	292,772,015
Dividends declared and unpaid - policyholders	851,532
Advance premium	46,082
Ceded reinsurance premiums payable (net of ceding commissions)	169,762,316
Funds held by company under reinsurance treaties	103,948,022
Amounts withheld or retained by company for account of others	32,753,655
Remittances and items not allocated	634,002
Provision for reinsurance	13,338,946
Payable to parent, subsidiaries and affiliates	2,666,572
Other liabilities	3,000,644
TOTAL LIABILITIES	\$1,668,742,400
Common capital stock	3,800,004
Surplus notes	155,000,000
Gross paid in and contributed surplus	103,869,422
Unassigned funds (surplus)	938,508,689
SURPLUS AS REGARDS POLICYHOLDERS	\$1,201,178,115
TOTAL LIABILITIES AND SURPLUS	\$2,869,920,515

Securities carried at \$367,439,547 are deposited with States or Other Authorities as required by law.

STATE OF WISCONSIN)

)SS

COUNTY OF WAUKESHA)

Alan P. Pavlic, Vice President, and Karen J. Haffner, Vice President of Old Republic Insurance Company of Mt. Pleasant, Pennsylvania being duly sworn, each for himself, deposes and says that they are the above described officers of the said company, and that on the 31st day of December, 2019, the company was actually possessed of the assets set forth in the foregoing statement and that such assets were available for the payment of losses and claims and held for the protection of its policyholders and creditors, except as here-in-before indicated, and that the foregoing statement is a correct exhibit of such assets and liabilities of the said company on the 31st day of December, 2019, according to the best of their information, knowledge and belief, respectively.

Alan P. Pavlic, Vice President

Karen J. Haffner, Vice President

Sworn to and subscribed before me this 12th day of March, 2020.

Notary Public, State of Wisconsin

My Commission expires: July 31, 2023



Exhibit D: Proposal E

INSURANCE REQUIREMENT AFFIDAVIT

To be completed by appropriate insurance agent:

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

Agent: *[Signature]* Signature Kara M. Derenzo Agent

Name of Insurance Carriers: Selective Insurance Company

Address of Agency: 25 Mohawk Avenue, Scotia NY 12302

Phone Number Where Agent May Be Contacted: 518-384-1100

Offerer's Name (Print or Type) LaCorte Companies, Inc.

SUBSCRIBED AND SWORN to before me by the above named on this 23rd day of December, 2021.

Laurie W. Gibson
Notary Public in and for
State of New York

Laurie W. Gibson
Notary Public, State of New York
No. 4945004
Qualified in Saratoga County
Commission Expires Jan 27 2023

Exhibit D: Proposal F-1

CORPORATION/LIMITED LIABILITY COMPANY STATEMENT

IF A CORPORATION, answer the following:

- 1. When incorporated/formed?
1982
- 2. Where incorporated/formed?
NY
- 3. Is the corporation/LLC authorized to do business in New York?
 Yes No

If New York is not state of incorporation/formation:

- A. Address of the registered office in New York:
630 7th Ave
TROY NY 12182
- B. Name of registered agent in New York at such office:

- C. Attach Certificate of Authority to transact business in New York.

4. The Corporation/LLC is held: _____ Publicly Privately

5. Furnish the name, title, and address of each officer, director, and shareholders /members of the corporation's/limited liability company's issued stock:

Officer's Name	Address	Position	%
<u>Eileen LaCorde</u>	<u>Albany ny</u>	<u>President</u>	<u>100%</u>

**Principal
Shareholders / Members**

Address

**Percentage
Ownership**

Gillen LaCorde Albany NY 100%

Exhibit D: Proposal F-3

ALL PROPOSALS - FINANCIAL INFORMATION

A. Financial Statements

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

B. Surety Information

1. Have you, or any entity you have had an ownership interest in, ever had a bond or surety canceled or forfeited? Yes () No (X)
2. If Yes, state the name of the bonding company, date, amount of the bond and the reason for such cancellation or forfeiture

C. Bankruptcy Information

1. Have you, or any entity you have had an ownership interest in, ever filed a petition for bankruptcy, or been declared bankrupt? Yes () No (X)
2. If Yes, state the name of the entity, date, amount of the filed or declared bankruptcy

D. County of Albany and any Affiliated Entity

1. Have you ever entered into an agreement with the County of Albany or any affiliated entity? Yes (X) No ()
2. If Yes, identify the agreement(s), its purpose, and its term.

Thiel sch Engineering - Albany City office Bldg
Albany City DDS Albany City Health
Albany City Mental Health - Lighting clusters
Albany City Courthouse Renovations '2005
Entire Bldg 5,000,000. -
SCR 56257 Albany Airport Concourse - Eckert Mechanical
Airport Albany City RTU Fan Shutdown - Johnson Controls

3. Have you ever been sent a default notice concerning any such agreement(s)?

Yes () No If Yes, please explain

Exhibit D: Proposal G

WORK FORCE COMPOSITION

LaCorde Companies Inc 518 286 6000
 Name of Firm Phone Number
1630 7th Ave Troy NY 12182
 Address City State Zip Code
Gilew LaCorde President
 Name & Title of Authorized Executive

Full Time Employees	Total # of Employees	White	American Indian	Black	Hispanic	Other (*)
	Male / Female	M/F	M/F	M/F	M/F	M/F
Admin & Manager	3	3				
Professional	2	2				
Technical	20	20				
Sales Workers						
Office Workers	5	5				
Semiskilled Workers	2	2				
Unskilled Workers						
Apprentices	2	2				
Seasonal Temporary	N/A					
Part Time						
TOTAL						

***Use Additional Sheets To Identify The Ethnicity Of Employees Identified In This Category.**

Remarks: _____

EXHIBIT D: Proposal I

PROPOSAL SUBMITTAL FORM

Exhibit C contains the minimum requirements and are intended to govern, in general, the performance requirements and the type of services desired. Please check "yes" or "no" if you can meet these specifications.

The bidder can meet or exceed required specifications as required in EXHIBIT C?

YES

NO

Proposer has all vehicles to be used in this contract available for inspection.

YES

NO

All drivers have a valid New York State Drivers License.

YES

NO

All drivers will complete their security clearance by the Airport Operations Office prior to issuance of the contract.

YES

NO

PRICING

The undersigned hereby proposed to furnish ALL labor per the terms and conditions of the proposal specifications.

FINAL PER HOUR COST TO PERFORM REQUESTED SERVICES WHICH INCLUDES ALL COSTS (INSURANCE, BURDENS, OVERHEAD AND PROFIT):

Journey Man:

<u>Year 1</u>	\$	<u>115.00</u>	/ Hour
<u>Year 2</u>	\$	<u>118.45</u>	/ Hour
<u>Year 3</u>	\$	<u>122.00</u>	/ Hour
<u>Year 4</u>	\$	<u>125.46</u>	/ Hour
<u>Year 5</u>	\$	<u>130.00</u>	/ Hour

Apprentice:

<u>Year 1</u>	\$	<u>95.00</u>	/ Hour
<u>Year 2</u>	\$	<u>97.85</u>	/ Hour
<u>Year 3</u>	\$	<u>100.79</u>	/ Hour
<u>Year 4</u>	\$	<u>125.46</u>	/ Hour
<u>Year 5</u>	\$	<u>130.00</u>	/ Hour

*****OVERTIME RATE*****

Journey Man:

<u>Year 1</u>	\$	<u>160.00</u>	/ Hour
<u>Year 2</u>	\$	<u>165.00</u>	/ Hour
<u>Year 3</u>	\$	<u>170.00</u>	/ Hour
<u>Year 4</u>	\$	<u>175.00</u>	/ Hour
<u>Year 5</u>	\$	<u>180.25</u>	/ Hour

Apprentice:

<u>Year 1</u>	\$	<u>125.00</u>	/ Hour
<u>Year 2</u>	\$	<u>128.75</u>	/ Hour
<u>Year 3</u>	\$	<u>132.61</u>	/ Hour
<u>Year 4</u>	\$	<u>175.00</u>	/ Hour
<u>Year 5</u>	\$	<u>180.25</u>	/ Hour

*****HOLIDAY RATES*****

Journey Man:

<u>Year 1</u>	\$	<u>190.00</u>	/ Hour
<u>Year 2</u>	\$	<u>195.70</u>	/ Hour
<u>Year 3</u>	\$	<u>201.57</u>	/ Hour
<u>Year 4</u>	\$	<u>207.62</u>	/ Hour
<u>Year 5</u>	\$	<u>213.85</u>	/ Hour

Apprentice:

<u>Year 1</u>	\$	<u>156.00</u>	/ Hour
<u>Year 2</u>	\$	<u>159.63</u>	/ Hour
<u>Year 3</u>	\$	<u>164.43</u>	/ Hour
<u>Year 4</u>	\$	<u>207.62</u>	/ Hour
<u>Year 5</u>	\$	<u>213.85</u>	/ Hour

Note Contract Term: It is the intention of the Authority to award to the successful proposer a contract for the term of one year. The Authority reserves the option to renew, with mutual written consent, up to four (4) additional one year terms.

Cost Plus (+): The awarded vendor(s) are to enter a markup on invoice costs for supplies used in conjunction with this proposal when requested by the Airport Authority Representative. This markup MUST be approved by the Airport Authority Representative.

Vendor Markup: 14 % (on supplies)

RESPONSE TIME AFTER RECEIPT OF CALL:

EMERGENCY RESPONSE TIME AFTER RECEIPT OF CALL:

2 HR./HRS.
2 HR./HRS.

CONTACT INFORMATION

Name of Contact Person:

Aileen White

Phone Number(s):

(578) 286-6000 578 888-1187 direct line

()

Email:

elaacorde@lacorte.com

Al Parasandola - Service Manager

57 Secretary

cell 578 365-2830

aparascandola@lacorte.com

AGENDA ITEM NO. 10.3

**Professional Services Contract: No. S-21-1101 Design
Services for Pavement Condition Index (PCI) report
with McFarland Johnson**

AGENDA ITEM NO: 10.3
MEETING DATE: January 24, 2022

ALBANY COUNTY AIRPORT AUTHORITY
REQUEST FOR AUTHORIZATION

ACAA Approved
01/24/2022

DEPARTMENT:

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

PURPOSE OF REQUEST:

Professional Services Contract: No. S-21-1101 Design Services for Pavement Condition Index (PCI) report with McFarland Johnson

CONTRACT AMOUNT:

Base Amount: \$202,342.00

BUDGET INFORMATION:

Anticipated in Current ALB Capital Plan: Yes J No ___ NA
Funding Account No.: N/A

AWARD CONDITIONS MET:

Apprenticeship N/A DBE J MWBE N/A

Service Disable Veteran Owned Business (SDVOB) N/A

FISCAL IMPACT - FUNDING (Dollars or Percentages)

Federal 90% State 5% Airport 5% NA _____
Term of Funding: 2021-2023
Grant No.: <pending> State PIN: <pending>

JUSTIFICATION:

Authorization is requested to award the Professional Services Contract S-21-1101 Design Services programmed for the new Pavement Condition Index (PCI) report in the amount of \$202,342.00 to McFarland Johnson of Saratoga, N.Y. The RFQ evaluations committee met and discussed each proposal. Each committee member completed the evaluation score sheet with the criteria outlined in the RFQ document. The firm receiving the highest score and recommendation for award is the design firm of McFarland Johnson of Saratoga, New York. ~~Subsequent prospective contract award is contingent upon Board approval of negotiated fee established following grant guidelines.~~*

**Edit made due to clerical error.*

AGENDA ITEM NO: 10.3
MEETING DATE: January 24, 2022

CHIEF EXECUTIVE OFFICER'S RECOMMENDATION:

Recommend approval.

FINAL AGREEMENT SUBJECT TO APPROVAL BY COUNSEL: YES NA

PROCUREMENT DEPARTMENT APPROVAL:

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

BACK-UP MATERIAL: *Please refer to attached Scope and Fee.*



EXHIBIT A

SCOPE OF SERVICES

**FOR
Albany International Airport
Albany County, NY**

**AIRPORT PAVEMENT CONDITION INDEX (PCI) UPDATE
CONTRACT #S-21-1101**

PROJECT DESCRIPTION:

McFarland Johnson (CONSULTANT) shall provide services associated with the development of a Pavement Condition Index (PCI) and report at the Albany International Airport (ALB) in accordance with FAA AC 150/5380-7B, Airport Pavement Management Program. The project will generally consist of a visual pavement condition inspection of all airside paved surfaces (runways, taxiways, aprons, and service roads), the establishment of a Pavement Condition Index (PCI) for these pavements, and the development of a formal PCI Report with recommendations on the scope and timing of pavement maintenance, repairs and/or reconstruction. See attached Exhibit C for a sketch showing the airside pavements included in the scope. FAA AC 150/5380-7B refers to PCI as defined by ASTM D5340-12 (2018), Standard Test Method for Airport Pavement Condition Index Surveys. PCI is a numerical rating, on a scale of 0 (failed) to 100 (excellent), of the surface condition of a pavement with implications of structural performance.

The PCI Update will aid the Sponsor in project planning and securing grants and funding as part of an overall maintenance and rehabilitation plan for their airfield pavements.

The project will be completed by the Albany County Airport Authority (SPONSOR) with grant assistance from the Federal Aviation Administration (FAA) Airport Improvement Program (AIP), and New York State Department of Transportation (NYSDOT) at funding levels of 90% FAA, 5% NYSDOT and 5% SPONSOR.

SCOPE OF WORK

The CONSULTANT shall provide the following professional services under this contract as related to the above-described project including the completion of a visual pavement condition survey, development of a pavement inventory, analysis of pavement condition, and development of a PCI Report.



1. RESEARCH OF PAST PAVEMENT PROJECT RECORDS AND BASE MAPPING

- A. The CONSULTANT will review relevant record information from past pavement-related projects at the airport including pavement type, pavement section, age, and other pertinent data. Sources for the record information will be limited to the documentation in the SPONSOR's possession.
- B. The CONSULTANT will prepare a scalable, electronic base map for the locations of all pavements included in the PCI Report, and pavement boundaries. The CONSULTANT will furnish the mapping in AutoCAD 2021 format.
 - The CONSULTANT will furnish the mapping in ESRI shapefile format to the FAA.

2. PAVEMENT INSPECTION AND PAVEMENT CONDITION INDEX (PCI) EVALUATION

- A. Attend a pre-inspection meeting with the SPONSOR's representatives, the funding agencies, and other appropriate agencies such as the FAA and State Department of Transportation.
- B. Define the airside pavement network, dividing pavements into uniform sections, and develop sampling rates and units to be visually inspected in accordance with ASTM D5340-12 (2018), *Standard Test Method for Airport Pavement Condition Index Surveys* and FAA AC 150/5380-7B, *Airport Pavement Management Program*. The sampling rate will be identified based on the network-level survey procedure identified within ASTM D5340-12 (2018). In addition to inspecting the sample units selected through stratified random sampling, any unique or isolated pavement situation will be identified as an additional sample unit and inspected. An airfield pavement network map will be included in the final PCI Report.
- C. Visually inspect the airfield pavements and document the types, level of severity and quantity of the various pavement defects. The inspection will be performed by two, two-person crews familiar with performing PCI surveys at airports. During the survey, inspection crews will photograph each pavement section to be inspected to catalog typical conditions and any unique conditions. Photo locations will be geo-referenced and provide to the FAA.

The CONSULTANT shall provide ample notice to the airport prior to conducting airfield pavement inspections. It is assumed that inspections will occur during weekdays and during daylight hours.

- D. Develop a Pavement Condition Index (PCI) value for each inspected sample unit. Section PCIs will be extrapolated based upon the sample unit information, per the



previously mentioned ASTM and FAA guidance. The overall-weighted PCI for each airfield pavement (runways, taxiways, aprons, service roads) will also be calculated.

- E. A color-coded PCI map will be prepared upon completion of PCI calculations, results, and finalization of data.
- F. Schedule and conduct a meeting with the SPONSOR to review the initial findings of the pavement inspection and evaluation phase.

3. PAVEMENT ANALYSIS AND RECOMMENDATIONS

- A. Data analysis will include the evaluation of the distress data, a needs analysis, and the development of a maintenance plan and a 5-year, near term, capital improvement plan, along with the identification of anticipated improvements over the 20-year life of the capital plan developed as part of this project. CONSULTANT will analyze the pavement condition data for PCI, the type of distress, and the rate of deterioration. This analysis will be done utilizing the pavement management software PAVERTM V7.05.
- B. Minimum Service Level PCIs will be established by the CONSULTANT. A Minimum Service Level PCI determines the minimum acceptable pavement condition for airside operations. The CONSULTANT will work with SPONSOR's operations, maintenance, and administrative staff to identify Minimum Service Level PCI values.
- C. The types of distress identified during the surveys will be analyzed to provide insight into the cause of the pavement deterioration. Distress types are characterized as load-related (such as alligator cracking), climate-related (such as weathering and raveling), and materials-related (such as durability cracking). Understanding the cause of distress allows a treatment to be selected that corrects the cause of deterioration.
- D. Develop a future inspection schedule and repeatable inspections methods, based on the critical PCI level and anticipated pavement deterioration rates.
- E. A 20-year Pavement Capital Improvement Plan (CIP) will be developed that will list the individual pavement sections along with their specific Maintenance & Repair (M&R) needs. The CIP will present a list of pavement M&R projects for the airport, including estimated project costs and projected timing of the projects.
- F. Pavement Classification Number (PCN) will be developed for the runways' pavements in accordance with the FAA AC 150/5335-5C, *Standardized Method of*



Reporting Airport Pavement Strength – PCN. The assessment will include the evaluation of the pavement strength rating based solely on the data collected during this project. No structural testing or geotechnical testing will be conducted.

- G. Schedule and conduct a meeting with the SPONSOR to review the pavement analysis findings of this study.

4. PAVEMENT CONDITION INDEX (PCI) REPORT

- A. CONSULTANT will provide a report, describing the purpose of the study, types of data collected and details of existing pavement conditions. In addition to this background information, the report shall include:

- Table of Contents
- Definitions of terms used in the report
- Pavement project history information
- Network Map of airfield pavements
- Map of airfield pavements showing color-coded PCI values calculated using data from pavement visual inspection
- Summary of PCI results
- Recommendations for future pavement maintenance and rehabilitation
- Prediction of future pavement conditions over time, based on the visual inspection data and results obtained using the PAVER™ V7.05 software
- 20-year pavement maintenance (M&R) plan and capital improvement plan (CIP)
- Future pavement inspection frequency and methodology
- Runway PCN
- Pavement Inspection photographs

ASSUMPTIONS

- The pavement areas to be studied include the existing airport runways, taxiways, aprons, and service roads as depicted on the attached Exhibit C, Project Sketch. No landside pavement areas will not be studied as part of this project.
- Only existing available airport mapping will be used for this project. No new topographic mapping or other instrument surveys will be conducted as part of this project.
- Inspections by field crews are anticipated to occur during weekdays (Mon. – Fri.) and during daylight hours only.
- No physical testing of the pavements, pavement base and subbase, subgrade, aircraft traffic counts or other studies will be conducted as part of this project.



-
- No structural, roughness or friction testing will be conducted, and no drainage studies will be conducted as part of this project.
 - In accordance with recommendations in FAA AC 150/5380-7B, PAVERTM V7.05 software program will be utilized by CONSULTANT to determine airfield PCI values and for pavement condition predictive modeling.

EXHIBIT B
Airport Pavement Condition Index (PCI) Report
Albany International Airport
Albany County Airport Authority
Contract #S-21-1101

January 2022

FEE SUMMARY

	CONSTRUCTION SERVICES	
1. DIRECT TECHNICAL LABOR	\$56,614.10	
2. ESTIMATED OVERHEAD EXPENSES AND PAYROLL BURDEN Based on Percentage of Direct Salary Cost (exclusive of Premium Pay) with the estimated Percentage being 175.00 %	\$99,074.68	
3. SUBTOTAL OF ITEMS 1 & 2	\$155,688.78	
4. FIXED FEE / PROFIT	\$23,353.32	
5. DIRECT EXPENSES	\$1,299.00	
6. SUBCONSULTANT COSTS	\$22,000.00	
Aubertine & Currier (Inspection Staff)	\$22,000	
7. SUBCONTRACT COSTS - (ESTIMATE)		
8. OVERTIME PREMIUM		
9. TOTAL FEE ESTIMATE	\$202,341.10	
10. TOTAL FEE FOR ALL SERVICES		\$202,342

NOTE: Authorized hours worked in excess of forty per week are subject to a premium time charge

Airport Pavement Condition Index (PCI) Report
Albany International Airport
**Albany County Airport Authority
Contract #S-21-1101**
January 2022
McFARLAND-JOHNSON LABOR RATES
DIRECT TECHNICAL LABOR

<u>CLASSIFICATION</u>	<u>CURRENT AVG. RATE</u>	<u>PROJECT AVG. RATE</u>	<u>2021 MAX. RATE</u>
Vice President (VP)	\$87.08	\$90.56	\$87.08
Division Director/Reg.Div.Director (DD)	\$78.80	\$81.95	\$93.00
Senior Project Manager (SPM)	\$74.28	\$77.25	\$80.60
Senior Project Engineer (SPE)	\$58.30	\$60.63	\$65.00
Project Engineer (PE)	\$51.31	\$53.36	\$58.78
Technician Supervisor (TS)	\$46.13	\$47.98	\$47.50
Enior Technician (ST)	\$35.33	\$36.74	\$38.50
Junior Technician (JT)	\$18.50	\$19.24	\$18.50
Resident Engineer (RE)	\$51.03	\$53.07	\$52.32
Senior Construction Observation (SC)	\$38.60	\$40.14	\$46.00
Construction Observation (CO)	\$33.65	\$35.00	\$37.90

Assume Notice to Proceed:	2/15/2022
Design Project Duration (months):	8
Assume Salary Escalation:	4.0%

Year	Compounded Escalation Factor	% Work in year	Effective %
2021	1.000		
2022	1.040	100.0%	104.0%
2023	1.082		
		100.0%	104.0%

Airport Pavement Condition Index (PCI) Report
Albany International Airport
**Albany County Airport Authority
Contract #S-21-1101**
January 2022
DIRECT COSTS

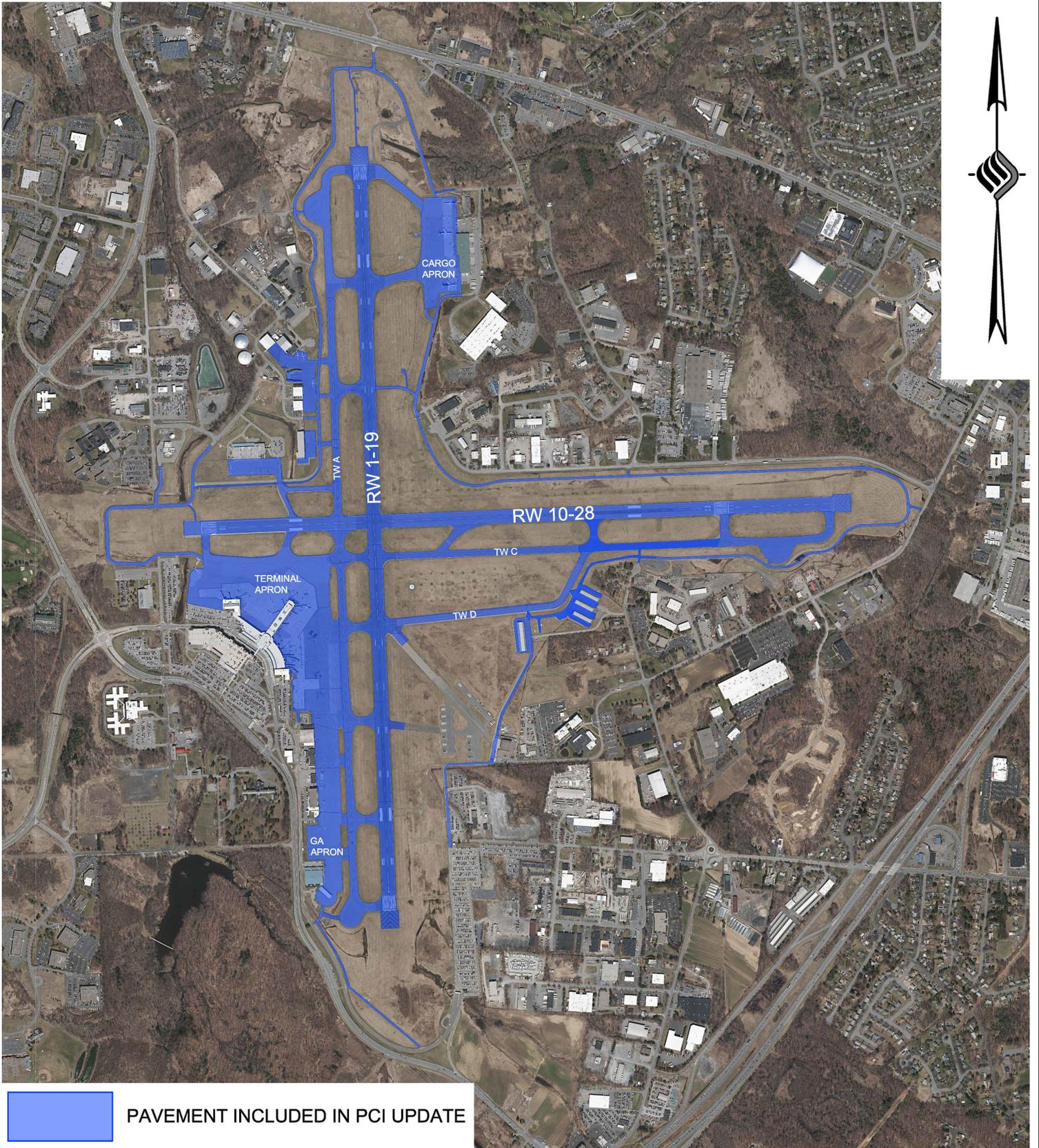
	CONSTRUCTION SERVICES	
Travel Related Costs:		
Vehicle Cost Plus Fuel Per Diem	\$1,129	
Reproduction		
CADD Plots Prints Photocopies		
Photo Costs		
Telephone/Fax:		
Postage/Delivery	\$120	
Miscellaneous	\$50	
	\$1,299	\$1,299

Airport Pavement Condition Index (PCI) Report
Albany International Airport
Albany County Airport Authority
Contract #S-21-1101

January 2022

ESTIMATED HOURS

PHASE/TASK DESCRIPTION		HOURS BY CLASSIFICATION												
		VP	DD	SPM	SPE	PE	PE	TS	T	JT	RE	SC	CO	SUM
		\$90.56	\$81.95	\$77.25	\$60.63	\$51.28	\$53.36	\$47.98	\$36.74	\$19.24	\$53.07	\$40.14	\$35.00	
	Research of Past Pavement Projects and Basemapping		4		12		24		48					88
1.A.	Review of Record Plans		2		8		16		32					58
1.B.	Creation of Basemapping		2		4		8		16					30
	Pavement Inspection and PCI Evaluation		12		44		260		496					812
2.A.	Pre-Inspection Meeting		2		8		8							18
2.B.	Pavement Network Sample Areas		2		4		8		16					30
2.C.	Visual Inspection		2		16		200		400					618
2.D.	Development of PCI		2		4		20		48					74
2.E.	Color PCI Map		2		4		16		32					54
2.F.	Client Meeting		2		8		8							18
	Pavement Analysis and Recommendations		14		48		56		80					198
3.A.	Distress Analysis		2		8		8		16					34
3.B.	Minimum Level PCI's		2		4		8		8					22
3.C.	Distress Categorization		2		4		8		16					30
3.D.	Future Inspection Schedule		2		8		8		8					26
3.E.	20-Year Pavement CIP		2		8		8		8					26
3.F.	Runway PCN's		2		8		8		16					34
3.G.	Recommendations		2		8		8		8					26
	PCI Report		8		24		60		40					132
4.A.	Report		8		24		60		40					132
Total Hours - Construction Services			38		128		400		664					1230
Total Labor Cost - Construction Services			\$3,114		\$7,761		\$21,344		\$24,395					\$56,614



 PAVEMENT INCLUDED IN PCI UPDATE

IT IS A VIOLATION OF LAW FOR ANY PERSON, UNLESS THEY ARE ACTING UNDER THE DIRECT DIRECTION OF A LICENSED PROFESSIONAL ENGINEER, ARCHITECT, LANDSCAPE ARCHITECT, OR LAND SURVEYOR, TO ALTER AN ITEM IN ANY WAY. IF AN ITEM BEARING THE STAMP OF A LICENSED PROFESSIONAL IS ALTERED, THE ALTERING ENGINEER, ARCHITECT, LANDSCAPE ARCHITECT, OR LAND SURVEYOR SHALL STAMP THE DOCUMENT AND INCLUDE THE NOTATION "ALTERED BY" FOLLOWED BY THEIR SIGNATURE, THE DATE OF SUCH ALTERATION, AND A SPECIFIC DESCRIPTION OF THE ALTERATION.



McFarland Johnson
60 RAILROAD PLACE, SUITE 402
SARATOGA SPRINGS, NEW YORK 12866

**ALBANY INTERNATIONAL AIRPORT
PCI UPDATE**

**PROPOSAL
CONTRACT #S-21-1101**

SCALE:	1" = 1500'
DRAWN:	TCB
CHECKED:	TCB
DESIGN:	TCB
PROJECT:	PROPOSAL
DATE:	01/2022

EXHBT C
01 OF 01

AGENDA ITEM NO. 10.4

**Professional Services Contract: No. S-21-1100 Design
Services for Runway 10-28 Rehabilitation with
Collier Engineering**

AGENDA ITEM NO: 10.4
MEETING DATE: January 24, 2022

ALBANY COUNTY AIRPORT AUTHORITY
REQUEST FOR AUTHORIZATION

ACAA Approved
01/24/2022

DEPARTMENT:

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

PURPOSE OF REQUEST:

Professional Services Contract: No. S-21-1100 Design Services for Runway 10-28 Rehabilitation with Collier Engineering

CONTRACT AMOUNT:

Base Amount: \$307,409.00

BUDGET INFORMATION:

Anticipated in Current ALB Capital Plan: Yes No NA
Funding Account No.: N/A

AWARD CONDITIONS MET:

Apprenticeship N/A DBE MWBE N/A

Service Disable Veteran Owned Business (SDVOB) N/A

FISCAL IMPACT - FUNDING (Dollars or Percentages)

Federal 90% State 5% Airport 5% NA
Term of Funding: 2021-2023

JUSTIFICATION:

Authorization is requested to award the Professional Services Contract S-21-1100 Design Services programmed for the Runway 10-28 Rehabilitation in the amount of \$307,409.00 to Collier Engineering of Albany, N.Y. The RFQ evaluations committee met and discussed each proposal. Each committee member completed the evaluation score sheet with the criteria outlined in the RFQ document. The firm receiving the highest score and recommendation for award is the design firm of Collier Engineering. Subsequent prospective contract award is contingent upon Board approval of negotiated fee established following grant guidelines. ~~Subsequent prospective contract award is contingent upon Board approval of negotiated fee established following grant guidelines.~~*

**Edit made due to clerical error.*

AGENDA ITEM NO: 10.4
MEETING DATE: January 24, 2022

CHIEF EXECUTIVE OFFICER'S RECOMMENDATION:

Recommend approval.

FINAL AGREEMENT SUBJECT TO APPROVAL BY COUNSEL: YES NA _____

PROCUREMENT DEPARTMENT APPROVAL:

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

BACK-UP MATERIAL:

Please refer to attached Scope and Fee.

January 12, 2022

John LaClair, P.E., Chief Engineer
Albany County Airport Authority
737 Albany Shaker Road
Main Terminal, Third Floor
Albany International Airport
Albany, NY 12211-1057

Runway 10-28 and Taxiway C Rehabilitation Design,
Bid, and Construction Administration Services
Colliers Engineering & Design Project No. 21005692P

Dear Mr. LeClair,

Colliers Engineering & Design (CED) is pleased to submit this proposal to provide professional Engineering services associated with the referenced project at the Albany International Airport (ALB). The CED team includes Johnson, Kukata & Lucchesi, Engineers (JKL) who will be supporting and providing airfield design assistance on this project. Our proposal is based on the details provide in the original Request for Qualifications and the coordination meetings on December 9, 2021 and January 7, 2022.

Scope of Work

Runway 10-28 is a non-precision instrument runway and is approximately 7,200' long with 1,200' displacement (at the Runway 28 end). It is a crosswind runway with a full parallel taxiway on the southside (Taxiway C) and a run-up pad at the 28 end.

The major items in the scope of work include:

1. Pavement Rehabilitation of Runway 10-28 (7,200 LF x 150 LF) and two blast pads (each 200 LF x 200 LF) except for 400 LF x 150 LF at the intersection with Runway 1-19.
2. Pavement Rehabilitation of full-length Parallel Taxiway C (7,200 LF x 150 LF) except for 490 LF x 75 feet and the fillets at the intersection with Runway 1-19.
3. Pavement Rehabilitation of all connector taxiways on the south side of Runway 10-28 including the two end taxiways, Taxiways K, J and N.
4. Pavement Rehabilitation of Taxiway K on the north side of Runway 10-28 past the runway hold line.
5. Pavement Rehabilitation of East Run-Up Pad (approximate 300 LF x 200 LF).
6. Runway 10-28 centerline lighting cable replacement.
7. Runway 10-28 centerline conduit replacement for a limited area (approximately 500 LF).

8. Temporary and Permanent Pavement Markings.
9. Runway Pavement Grooving.
10. Runway 28 PAPI Replacement with LED 4-Box PAPI.
11. Potential Signage Improvements (designation changes) for the apron edge Taxiway C west of Taxiway A.
12. Wing-gutter drainage improvements.

Details of each major scope item are provided in the remainder of this proposal. The services for this proposal will include design, bidding, and construction administration (CA). The CA will include the typical office support which includes shop drawing review and responses to contractor requests for information (RFIs). Upon construction contract award to the successful contractor, a supplemental proposal will be provided at your request for the full-time resident engineering and inspection services.

DESCRIPTION OF WORK

The detailed description of work for each of the four major scope items is provided below.

Runway 10-28 and Taxiway C Pavement Rehabilitation

1. Existing information from the Pavement Management Plan (PMP) and previous pavement evaluation reports will be reviewed prior to scheduling a site visit to do a visual inspection of the pavement condition and documentation of the pavement distresses. Based on the existing and field data collected, a rehabilitation recommendation will be made for review and approval by ALB. It is anticipated that the pavement rehabilitation will be a 3" mill and fill. The limits of work are detailed in the Scope of Work.
2. Taxiway C intersections at Taxiways J and H have some ponding concerns. Existing survey data (additional survey as needed) will be reviewed, field updated (as required), and recommendations will be made to alleviate the ponding at these intersections.
3. No additional geotechnical data is anticipated for the design effort.
4. Existing centerline lights have extension rings. They must be removed to facilitate the paving operation. As-built documents will be used, and information will be field verified to make sure the extension rings are deep enough for milling and paving operations.
5. The blast pad on the east end was paved 20-years ago and has settlement cracks and will require further evaluation.
6. The west blast pad has two telephone/communication structures that were damaged over the years. The covers/lids will need to be replaced.

7. The rehabilitation method is anticipated to be a milling and fill operation with no changes to the runway centerline profile grade or transverse slopes.
8. Runway 10-28 does not have surface sensors, and none are anticipated to be installed.
9. Runway 10-28 does have several Federal Aviation Administration (FAA) approved Modifications of Standard (MOS). None of the MOS' are expected to be corrected by this project.

Runway 10-28 centerline lighting cable replacement

1. The existing cabling for the Runway 10-28 centerline lights is approximately twenty years. The base cans and lights are in good shape and shall be re-used. There is no desire to replace with LED approved fixtures currently. The cabling should be replaced along the length of the runway and the homerun back to the electrical vault. No vault or lighting control system upgrades are anticipated.
2. There is a section of the centerline conduit (approximately 500 LF) on the east side that may be inadvertently filled with the P-606 epoxy material and may not allow removal and reinstallation of the cable within that section. New conduit will need to be installed as part of this project.
3. Condition of the base cans will be field verified and recommendations for coating of the cans (galvanization) will be made.

Wing-gutter drainage improvements

Runway 10-28 has wing gutters for approximately 6,000 feet of the runway with inlet structures located at 65-foot on each side of the runway centerline. The wing gutter drainage system cannot handle the quantity of water that flows through the system at times.

1. CED will field survey and update the existing topography between the taxiway C and the 10-28 runway. In addition, the existing topography for the grassed area north of runway 10-28 will be obtained for drainage swale purposes.
2. CED Team will review the existing information on the wing gutters, pipe sizes (run east-west) and slopes and make recommendations for improvements. Improvements may include installing outlet pipes from the inlet structures to the drainage swale on the north side of the runway which will be routed to existing drainage relief areas.

Runway 28 PAPI Replacement

1. The existing 4-box Precision Approach Path Indicator (PAPI) for the Runway 28 approach will be removed and a new 4-box LED PAPI (FAA approved) will be designed for installation as part of this project.

2. Existing power and disconnects will be field verified and any improvements required will be incorporated into the contract documents.

PROFESSIONAL ENGINEERING SERVICES

Professional Engineering Services to be performed under this task will be as detailed below.

Project Management

CED will provide project management services throughout the course of the project including consultation with ALB, supervision of subconsultant activities, assistance with grant application preparation, grant administration, coordination with the Federal Aviation Administration New York Airports District Office (FAA- NY ADO), Air Traffic Control Tower (ATCT) personnel and overall quality assurance/quality control of project deliverables.

Design Phase Services

1. Project initiation and design review meetings will be held and will include personnel from ALB, NY ADO and the ATCT.
2. Obtain field surveys to supplement the existing information and prepare base drawings.
3. Determine the pavement rehabilitation design based on the anticipated fleet mix/forecast for the 20-year design life and by utilizing the historical documents, recent PCI Study, and visual pavement condition survey.
4. Prepare construction documents including but not limited to General Project Layout, General and Safety & Security Notes, Survey Control Plan, Construction Safety and Phasing Plans, Paving and Geometry Plans, Paving Details, Grading Plans and Details, Pavement Marking/Signage Plans and Details, Pavement Grooving Plans and Details, Electrical Demolition and New Work Plans and Details.
5. Preparation of the technical specifications conforming to FAA standard specifications.
6. Design submittals will be made at Preliminary (30%), Pre-Final (90%) and the final stages (100% or bid ready plans) of completion. Plans and specifications will be submitted to ALB, and NY ADO for review and comment, as required.
7. Prepare for and attend design review meetings after the 30%, 90% and Final submittals.
8. Preparation and assembly of Instructions and Invitations to Bidders, General Provisions, Special Provisions, Contract Forms, and Bid Forms.
9. Preparation of construction quantity/cost estimates and design report. Cost estimates will be based on unit prices from recent projects at the Airport and in the vicinity.
10. On or before the 30% submittal, prepare and submit FAA Form 7460 for temporary construction objects to FAA for review and determination.

11. At the 90% design submittal level or before, submit Construction Safety and Phasing Plans to FAA for review and approval (of the airspace case).
12. Assist ALB with Grant Quarterly Performance Reporting, as required.
13. Assist ALB with Grant Annual Financial Reporting, as needed.

Bid Phase Services

Following final approval of plans and specifications by ALB, bidding services will commence and will include the following services:

1. Preparation of pre-bid meeting agenda and attendance at the pre-bid meeting.
2. Preparation of responses to bidder's questions and requests for clarifications.
3. Preparation of addenda.
4. Preparation of bid tabulation, review of bids and recommendation for award to ALB.

Construction Administration Phase Services

During construction we will provide the typical Construction Administration (CA) service which includes the following:

1. Review and response of contractor submitted shop drawings.
2. Review and response of contractor submitted Requests for Information (RFI's).
3. Virtual attendance at weekly progress meetings as required.
4. Bi-weekly site visit as required.

COMPENSATION

For the Professional Engineering Services described above, we request compensation on a **cost-plus fixed fee** basis. The cost of these services as described above is anticipated to be \$307,409.

A list of tasks and breakdowns of the man-hours and costs required for the project are attached.

SCHEDULE

The CED Team will complete the project for contractor bidding in May 2022, barring any weather delays in field survey conditions. Contractor Bids are anticipated for June 2022 which will be time for the June Authority Board meeting and approval.

ASSUMPTIONS

Based on discussion at the scoping meeting the following design directives and assumptions are part of our design services. The items below are in addition to some of the directive of the scope item comments noted above.

- Historical and 'As-built' documents including but not limited to topographic surveys, plans, drainage studies and reports, PMP or PCI studies, and other relevant documents will be provided and used for design purposes.
- The new 4-Box PAPI will be installed at the same location as the existing PAPI. It is assumed that the PAPI is airport maintained.
- The construction phasing shall be based on nightly closures from 10 PM to 6 AM (contractor to be off the runway at 5:30 AM).
- A full field closure is required for work within the runway/runway intersection for electrical work.
- Final paving limits on Runway 10-28 will be developed during the design. Ideally the runway paving limit will extend to the Runway 1-19 paving limit from several years ago. Looking at recent aerial images, this limit will extend into the Runway 1-19 safety area.
- Liquidated Damages for failure to reopen the runway on-time will need be substantial for every 15 minutes or fraction thereof.
- Markings for surface painted signs are to be thermoplastic (verify if all markings are to be thermoplastic).

Thank you for the opportunity to submit this Proposal on this very important airfield improvement project at Albany International Airport. If you have any questions, please do not hesitate to contact me at 518.469.4634.

Sincerely,

Colliers Engineering & Design CT, P.C.
(DBA Maser Consulting Engineering & Land Surveying)



Brett Reynolds, PE
Department Manager

AGENDA ITEM NO. 11

Authorization of Change Orders

AGENDA ITEM NO. 12

Authorization of Federal and State Grants

AGENDA ITEM NO. 13

Emergency Procurement Approvals by CEO -

Informational Only

Old Business

New Business

Executive Session

Attorney-Client Privilege Matters