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ACAA
Approved
09/14/2020

Minutes of the Regular Telephonic Meeting of the Albany County Airport Authority

July 20, 2020

Pursuant to notice duly given and posted, the regular telephonic meeting of the Albany County Airport Authority was called to order on Monday, July 20, 2020 at 11:30 a.m. via telephonic by Chairman Kenneth J. Doyle with the following present:

MEMBERS PRESENT

Rev. Kenneth J. Doyle
 Tony Gorman
 Lyon M. Greenberg, M.D.
 Steven H. Heider
 Kevin R. Hicks
 Samuel A. Fresina (via telephone)
 Sari M. O'Connor

MEMBERS ABSENT

STAFF

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

ATTENDEES

Ray Casey, Airport Consultant
 Fred Acunto, Airport Manager, AvPorts (via telephone)
 John DelBalso, Assistant Airport Manager, AvPorts (via telephone)
 Dennis Feeney, Majority Leader (via telephone)
 Bob Heitz, Million Air (via telephone)

General:

1. Chairman's Remarks

2. Approval of Minutes

Mr. Hicks moved to approve the minutes of the May 4, 2020 regular meeting and the June 8, 2020 regular meeting.

The motion was adopted unanimously.

3. Communications and Report of Chief Executive Officer

Mr. Calderone presented the Communications and Report of the Chief Executive Officer for the month of July 2020

4. Interesting Correspondence

Management Reports:

5. Chief Financial Officer

Mr. Zonsius presented the Financial Report for the month of July 2020

6. Project Development

Mr. LaClair presented the Project Development Report for the month of July 2020.

7. Counsel

Ms. Quinn reported on the Airline Use & Lease agreement.

8. Concessions/Ambassador Program

Ms. Chadderdon presented the Concessions/Ambassador Program report for the month of July 2020.

9. Public Affairs

Mr. Myers presented the Public Affairs report for the month of July 2020.

Action Items:

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

10.1 Construction Contract: Authorization to Award Contract 20-1047-GC: Terminal Escalators # 22-23 Replacement

Mr. Iachetta recommended authorization to award Authorization is requested to award Contract 20-1047-GC for Terminal Baggage Claim Escalators 22-23 Replacement to qualified low-bidder Wainschaf Associates, Inc. in the amount of

\$1,199,000. The bid follows extensive advertising of the Notice to Bidders and over 17-planholders of record. The General Contractor received proposals from multiple escalator manufacturers who attended the pre-bid meeting. He further advised the scope includes, but is not limited to, in-truss modernization of Escalators #22-23 at the terminal baggage claim area, selective demolition and removals for placement of new components, temporary hard wall protective barriers and the use of special rigging.

He advised Passenger Facility Charge funding was approved as part of Application #20-04-C-00-ALB in the amount of \$1,100,000. The remaining amount of \$99,000 will be funded from ACAA Development Account. Further, the award is contingent on New York State Apprenticeship program compliance. Adjacent public stairs and Escalators #16-17 will remain in use through the project. Demolition will be performed at night or with sound-insulation barriers to mitigate potential passenger complaints.

Mr. Heider moved to authorize Contract No. 20-1047-GC for Terminal Escalators #22-23 Replacement to Wainschof Associates, Inc. in the amount of \$1,199,000 contingent upon New York State Apprenticeship Program compliance. The motion was adopted unanimously.

10.2 Lease: Authorization of Lease #20-1059-L, Transportation Security Administration (TSA) / General Services Administration (GSA) Lease (GS-02B-LNY00753), for Terminal Space.

Mr. Zonsius recommended authorization of Lease #20-1059-L, Transportation Security Administration (TSA) / General Services Administration (GSA) Lease (GS-02B-LNY00753), for Terminal Space. He advised that TSA, via their lease negotiator GSA, has requested that this lease be renewed for a five-year period with one-five year option. The new leased area is reduced to 8,841 sqft, but may increase to include two additional offices in Concourse B. He further advised that the lease is for an original term of five years with an initial rate of \$61.50 sqft/year (\$45,310.13/month, \$543,721.50/year) and has annual escalators of \$1.00/sqft per year throughout the remaining term and option period. The current lease rate is \$48.80 sqft/yr.

Mr. Hicks moved to authorize said Lease #20-1059-L, Transportation Security Administration (TSA) / General Services Administration (GSA) Lease (GS-02B-LNY00753), for Terminal Space for a lease amount of (\$45,310.13/month, \$543,721.50/year) and has annual escalators of \$1.00/sqft per year throughout the remaining term and option period. The motion was adopted unanimously.

11.1 Change Order #4: Authorization to award Change Order #4 to Contract # 989-PC New Parking Garage Precast to Unistress Industries.

Mr. LaClair recommended authorization of Change Order No. 4 for Contract No. 989-PC for New Parking Garage Precast Concrete in the amount of \$110,000 which includes payment for erection crane down time, Level 5 deck drains and additional cost for erecting the structure out of planned sequence. The percentage of construction change orders is less than 4.2% of the bid amount.

Mr. Heider moved to authorize Change Order No. 4 to Contract No. 989-PC – New Parking Garage Precast to Unistress Industries in the amount of \$110,000.00. The motion was adopted unanimously.

Old Business: **None**

New Business: **None**

Executive Session: Attorney-Client Privilege Matters:

Mr. Hicks made a motion to go into Executive Session to discuss three matters of Attorney-Client Privilege:

ES-1 Matter leading to the employment of a particular person or corporation.

ES-2 Matter leading to the appointment of a particular person or corporation.

ES-3 Acquisition of Real Estate

Dr. Greenberg moved to go out of Executive Session. The motion was adopted unanimously.

There was no action taken on either of the Executive Session items.

There being no further business, the meeting was adjourned at 1:15 p.m.

ALBANY COUNTY AIRPORT AUTHORITY

REGULAR MEETING

AGENDA

July 20, 2020

General:

- 3. Chairman's Remarks**
- 4. Approval of Minutes**
Regular Meeting – May 4, 2020
Regular Meeting - June 8, 2020
- 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 Construction Contract: Authorization to Award Contract 20-1047-GC: Terminal Escalators # 22-23 Replacement**
 - 10.2 Lease: Authorization of Lease #20-1059-L, Transportation Security Administration (TSA) / General Services Administration (GSA) Lease (GS-02B-LNY00753), for Terminal Space.**
- 11. Authorization of Change Orders**
 - 11.1 Change Order #4: Authorization to award Change Order #4 to Contract # 989-PC New Parking Garage Precast to Unistress Industries.**
- 12. Authorization of Federal and State Grants**

None

Old Business:

New Business:

Executive Session - Attorney-Client Privilege Matters:

ES-1 Matter leading to the employment of a particular person or corporation.

ES-2 Matter leading to the appointment of a particular person or corporation.

ES-3 Acquisition of Real Estate

ACAA

**Moderator: Liz Charland
July 20, 2020
11:26 am CT**

Operator: All participants are now in listen-only mode.

(Fr. Doyle): All right. We'll call the meeting to order, and thank you to all of you for being here. It's so nice to hear your voices, but it's even nicer to see your - see your faces. So glad to have everybody together. The first order of business is to approve the minutes of the last two regular meetings -- the June meeting and the - and the May meeting. Any comments, or additions, or subtractions from those minutes? If not I'll accept the motion to receive those minutes of both the May and June meetings. (Unintelligible) Second, (Sari). All those in favor?

All: Aye.

(Fr. Doyle): Thank you. And now, (Phil) will give us (unintelligible) work.

(Phil): Thank you, (Fr. Doyle). And I want to remind everyone that this meeting is being recorded pursuant to the governor's executive order. There will be a transcript made of this meeting which will be available to the public. And my report will begin with just an update on some of the things we proceeded to do

since our last meeting where I gave you a very comprehensive outline of what the airport was doing to deal with the challenges of the Coronavirus crisis. Since then we have used UVC on sanitizing (unintelligible) all of the escalators in the terminal.

That's a -- really I think an important step that we've taken to protect the safety of the public (unintelligible) in the airport. But we deemed it necessary and we're looking at other UVC technology (unintelligible) as well, specifically with the air filtration system in the airport.

Probably you've read articles about the opening of malls that was contingent on malls having installed UVC -- having installed MERV 13 filters in their air filtration systems, we have MERV 14 in our system, and in a couple of days -- hopefully within the next two or three days -- we'll have actually MERV 15 installed within our systems.

In addition to that, over the past few months, we've been increasing (unintelligible) with the use of temperature, amount of clean air being let into the terminal to provide additional assurance that the air within the terminal is as safe as possible for our visitors and for our faculty coming through.

We continue to use electrostatic cleaning on an hourly basis throughout the terminal. You will see workers throughout the terminal as you walk through it.

This electrostatic cleaning apparatus cleans the terminal regularly. And you'll see now billboards that we have put outside as you approach the airport reminding folks the steps that they need to take to work with us -- like they need to wear masks and we've received almost 100% compliance with the mandatory mask requirements.

We're requiring them to maintain social distancing, other things that they should be doing to protect themselves and their fellow travelers. We've repeated these messages on social media and on all of our messaging here at the airport, and I think it's been so far a very effective campaign.

We're also working closely with the Governor's office, and have been for the past couple of weeks. The Governor's State quarantine order -- they're now 22 States that are under mandatory quarantine -- meaning travelers who come off of a plane coming from those States are required to fill out forms that provide information to a State Department of Health and Health and State officials that can be used to track them down should they need to be tracked down for contact tracing purposes.

And we've had almost universal compliance -- acceptance of this requirement, as well. And I want to thank the folks from our Operations Team who have been working with the State Department of Health, and the Governor's office supplying on a daily basis -- sometimes multiple times during the day -- the necessary data that the State needs to make sure that this protective order is effective.

And there you'll see police officers working with officials from the State Health Department greeting passengers coming off the planes at the gate.

So we have both check-in points at - within the sterile area of the terminal, as well as outside the TSA checkpoint. You'll see that we've now completed the new Gateway - that's - that's just how the Gateway looked on the Fourth of July. I think it's spectacular looking. We opened the Mario and Matilda Cuomo Pavilion. If you haven't had a chance (unintelligible) and we toured it. I think it's really a unique space that adds something special to this airport.

There are books that are free of charge supplied by the Writer's Institute. They're books written by authors that the Writer's Institute has a relationship with and passengers or our visitors can take books, and there's no need to return them -- they're yours.

There are also cards with QR codes where you can download lectures, you can download books, by writers who have appeared at lectures at the Writer's Institute. There are curated -- there's one curated exhibit by Edward Kennedy, by William Kennedy and you will see that in that period exhibit he has some first drafts of a novel that he wrote.

And you'll also find a curated exhibit by Mario Cuomo featuring some of his executive orders related to (unintelligible). And we've completed and opened the parking garage. I think it's terrific. If you haven't had a chance to go through it.

Something that I think we should all be really proud of. A lot of work went into planning, effort went into getting it completed. And kudos to (John O'Donnell), (John LaClair), (Levi Kenna), all the folks from (Turner) and with (Chase). And all the (unintelligible) that worked on it.

Man 1: Can I ask a question?

(Phil): Absolutely.

Man 1: The -- is the abundance of New York State signs...

(Phil): Yes.

Man 1: ...that are appearing all over.

(Phil): Yes. They are on the original plans.

Man 1: They were on the original plans. They were. Okay.

Man 2: Are there any more coming?

((Crosstalk))

Man 2: There's no mention of the town or the county on of any of the signs here right.

(Phil): Umm.

Man 2: County still owns the airport, right.

(Phil): County still owns the airport.

Man 3: That's all that counts.

Man 2: Huh?

Man 3: That's all the counts.

(Phil): It was part of... As you know, the State put in an enormous amount of money when it came to building the garage (unintelligible). The planning was... We continue to do improvements and we just completed the long term parking lot paving.

We took advantage of the fact that you know, there has, you know, been an opportunity here to move folks to other parts of the parking garage or the

parking lot to free up space that, you know, enabled us to pave the parking lot at a fraction of the cost of what we would have paid in a normal year.

So that's a good thing. I really want to thank (John LaClair) and (Richard Beaty) and the push for it to happen. And I think it looks terrific. And throughout the airport grounds, you'll see caulking work going on, flowers being planted, beds, and just general improvement of the airport grounds.

So I think, you know, this place is starting to look really spectacular and I'm proud of everybody and the effort we've put into it. It's done a lot, I think, to improve morale around here as well as to increase the right image we want to project for the airport.

Man 4: Did we raise the flowers? Because they are beautiful.

(Phil): So, I think I mentioned at our last board meeting, I've hired the city's former gardener, (Judy Stacy). She's a Master Gardener and she has relationships with growers in the area.

Man 4: Well it looks sensational...

((Crosstalk))

(Phil): ...flower...

Man 4: ...I haven't seen a shopping center or anything with the kind of character found here.

(Phil): Judy is one of the hardest workers. She's been awesome. She's a real talent. We're lucky to have her on board. And my last comment. We are working on

the master plan. And (Matt) and I have had weekly conversations. And of course, (Herbert) and (Dale) will be coming in at the next board meeting to talk through that - the way that master plan spun out for you for your approval. They contemplate at least 11 public meetings over the course of the 18 months, two-year master plan process.

There will need the need to form two committees that will be part of that public outreach opportunity. One, a technical advisory group that will involve folks like (Steve Iachetta) from the technical side dealing with environmental claims issues and the like. And then a community group that we will want to make as diverse and inclusive as possible to make sure that we have an airport going forward for the next 20 to 30 years that reflects the region. Any questions for me?

Man 4: So are all the airlines requiring masks to be wear - worn - now on flights?

(Phil): They all are.

Man 4: They all are.

Man 2: Are the Sheriff having any part in making sure that that's enforced?

(Phil): The Sheriff has not been asked. The airlines are enforcing it on the planes (unintelligible). Within the terminal, we've made it mandatory, but we're not enforcing...

We're not finding anyone, as I mentioned, we've had almost 100% compliance. So we haven't felt that that's necessary.

Man 2: This is about the Sheriff. Are they back to full?

(Phil): No. So, the Sheriff called and he asked if we would add an additional Sheriff personnel on. We began a couple of weeks ago seeing a really encouraging increase in passengers who were in the terminal.

We were almost back up to 40% through flight. Since the travel ban has gone into... Since travel restrictions -- the quarantine has gone into effect -- and I think because of the outbreak in the South and in the West, and just travel declining nationally, we're back down to about 25 to 26%. So we've added one more Sheriff personnel so we're back now to 12 versus 20.

Man 1: Any more questions for (Phil)?

(Phil): The only other thing that I'll add is that I wanted to mention, the Signatory Use and Lease Agreement provides that... It expires at the end of this year and that airlines needed to give their intent to renew by June 30. I'm happy to say that five of the seven signatory airlines have indicated an intent to renew for a one year period on the same terms and conditions with two two-year extension options to extend, so potentially five-year renewal.

Man 2: Are the other two a problem?

(Phil): No. They won't be a problem. They're -- I mean the airline industry is going through, you know, turmoil as you can imagine at the moment. And so there's just a corporate policy on their part not to sign anything.

Man 1: (Michael Dunn), do you have the financial report?

(Michael Dunn): One of those (unintelligible) you can see there we said, "No intentions." I think that (unintelligible) traffic up to (unintelligible). You know, in (Kurt)'s,

(Phil)'s comments, you know, this is the (unintelligible) we've had since March 7th. This would have shown on a national level, which is the blue. And the purple level, which is Alden Airport. And if you can see it was back in June 24 when we did get encouraging signs of growth up until that point.

And then we had the quarantine go into effect which somewhat altered the (unintelligible). Currently, we're about 8,000 passengers (unintelligible) on a weekly basis because it takes out the variations in Mondays versus Thursdays.

And then 8,000 passengers per -- that's 9,000 passengers per day. Keep in mind (unintelligible) is not passengers but it's all those individuals going through security checkpoints. Now for all practical purposes, in May that was 86% of the passengers going through the checkpoints are indeed passengers.

The remaining are workers - TSA people. In June, which I did show, there was 90% of passengers going through these checkpoints were passengers. So it's something to keep in mind.

And as we elevate that, well, those numbers get larger. Well, then the percentage of course for passengers goes larger. Now, this is the monthly claimage. This is the monthly claimage. I have it for June. June we had about 30,000 passengers. And again if you divide by four, roughly that's 8,000, you know, passengers per week.

But we have June you know, and we have - we are in such unprecedented times. And what I am showing is that we have about 8,000 passengers per week, or 30,000 per month throughout the next four months and then I have an incline. Is this correct? No. But it's the best projection we have at the moment. We'll know more once we get into this -- when the quarantine comes back.

For next year we are projecting a \$1.2 million in claimage for the entire year. This, of course, is the operating revenues and expenses. No secret. You know, the revenues in the past few months were less than expenses. And I did want to say that I did pare down this presentation from what I provided you just for brevity and to keep it shorter and keep it a little bit more interesting for this call.

Revenues - operating revenues and of course we have it down below the \$3 million mark per month. This does not include the CARES Act funding for \$16.2 million, which we have collected about \$3 million thus far. Where it does show up, it's non-operating revenue.

As for operating expenses, you know, they are coming down, you know, towards the \$2 million mark and we do expect that to continue to drop the next few months. So we are below budget on that. You know, in -- so my biggest concern - our biggest concern - is cash which is why I include this.

Currently, our operating cash is still sufficient. We still have, you know, finance reserves capital. We do have some, but (unintelligible) in the moment. And then we have our debt service reserves. Operating, as I said, we are fine. Capital though, we, you know, still see those numbers go down.

One of the reasons why they've come down is because we are now completed with the garage project. We have reviewed all our capital projects throughout the rest of the year. And we have done our best and we will minimize those. But I have included, you know, for a capital funding source as shown on the financial statement, is we -- is the grant which we signed that we -- that was (unintelligible) the New York sign.

So, one of the projects that we do have to look at carefully is the air traffic control tower improvements which was \$2 plus million. As you may or may not recall we (unintelligible) on that one. However, the federal government said -- or the FAA has indicated -- that was not allowed - that type of project. So we have put that on hold and we are, unfortunately, going to have to wait to fund that.

These are just the capital projects. You know, we are okay now, but it's something that we just have to keep very mindful of - what projects are going and how much we are spending. This is HS - passenger airline service projections. And again I always look at this at the third week of the month, which would be this week. As of July, you know, we did have one increase in nonstop and that was to Atlanta in July.

We also had other increase, we increased from 8.25 daily flights to 25.1 flights. Now I expect that to possibly be revised since we quarantined and I hope to provide these financial statements for June 30th later this week or early next week.

(Phil): (Michael), thank you. Any questions for (Michael)? So (Jim), for clarity again, tell us about the projects we have underway.

(Jim): We'll try.

(Phil): Thanks (unintelligible).

(Jim): Okay, so we have an ongoing project (unintelligible) we're just waiting -- unfortunately, Covid hit us -- we're waiting on delivery of the remainder of LED lights that we... They're scheduled in at the end of this month which will probably be end of this week or early next week and then DOC will come

back.

We have about three weeks worth of work to finish that up and that job will be complete. We'll be able to close that one out. So it's getting there. It's just waiting for equipment that just couldn't get delivered. There we go. All right. I'm losing my mind. No. There we go. Sorry about that. All right. Jet bridges. So jet bridges. We don't have the funding for - quite yet - from FAA but the contract remains with Arrow Bridge Designs.

We are - CNS is the engineers for this - and they are doing a (unintelligible) anyway. We want to keep things moving. Right now JBP - who was the jet bridge manufacture - is back in full production. They're in Utah. Whether that stays, we don't know. As you know, Utah's one of the hot states, so we've got to be careful with that. So that's one reason we're trying to push this job (unintelligible) as fast as we can.

Get the order in because it all depends on where you end up in the manufacturing order as to when you get the bridges. We're hoping to have these delivered for Spring of next year. We're going to -- but manufacturing is a three-month process. So we've got to get them from the right manufacturers.

So that's where we are with that. License plate readers - you've all gone in and out of the parking lot, the garages. It reads your license plates, also reads your E-ZPass, so if you don't hide your E-ZPass -- if you don't want it -- it's going to pick it up.

Man 3: Sure does.

(Jim): Thank you for donating. We appreciate it.

Man 3: That happened to me a number of times.

(Jim): I'm sure.

Man 3: And you can't take your E-ZPass down. It's on the windshield.

(Jim): Right.

Man 3: Is there no way around that?

(Jim): There is. If you go in any lane - in the lanes that don't call for E-ZPass -- you have to look - there are signs for then -- there is... It should not read your E-ZPass. And it should -- so it should read your license plate instead of the E-ZPass.

There are designated lanes actually for E-ZPass. It should - it should not read it if you're not in an E-ZPass lane. I know sometimes it does. And a lot of that believe it or not is weather-dependant on how hot - if it's really humid out, it will pick up the signal - just like anything else. Radio signals go further in the humid weather. The moisture carries the signal and it picks it up.

Man 3: It picks it...

(Jim): If you donate. We appreciate it.

Woman 1: They have the metal bag...

Man 3: We'll find out.

(Jim): Yes. They have the bags like (unintelligible) was saying, if you have it on

your windshield there's really not anyway -- you have to pull it off.

Woman 1: I just pull it off and put it in...

(Jim): Pull it off and put it in the bag. Right. If you put it in the bag, then you cover yourself. But I do know what you're saying.

Man 3: I'll let you know tomorrow (Jim).

(Jim): Sweet. Just pay the bill; that's all we ask. We're good that way. Just pay the bill. So as we said, the new garage is open.

The new entrance is the sign - is the picture on the upper right-hand side. That's, you know, that's the -- the little green sign underneath the big sign that says - tells you garage open/closed, that's actually hooked to the parts system in the garage. So when the garage is full, it will say, "Closed."

And I've had comments saying that we probably put another sign further back so we're looking at maybe doing that. Just to give you more warning before you get to the ramp. But, I mean, it seems to be working, should be able to use it. On the lower left-hand side, you see the kiosk. The one on the left-hand side - the larger one - is the cash/credit card, anything to pay the ticket (unintelligible). The one on the right is credit card only.

And then the lower right-hand corner is the look to the pedestrian bridge in the evening with the multi-colored lights that we can change the colors just like we can -- just like we're working to do the same on the outside of the garage. Unfortunately, the people that program them come from Canada -- and Canada -- they're not coming in right now.

Again, COVID has wreaked havoc with all these little tweaks that we had that nobody thought about when we designed the garage, unfortunately. But all-in-all, the garage is open. I don't know if you've been in it. It looks nice. It seems to be working well.

Go inside the terminal, upper left-hand corner, the terrazzo floors. I mean, that's a great picture right there. You can see the reflection of light. I mean, it just lightens the whole thing right up. Darker wall upper -- upper right-hand side are the restrooms.

I'm sure you've seen them. They're all good, you know, all new with blue tiles and the new floor tiles. It just lightens it up. Lower left is the portable (unintelligible). They're done. They're all hooked up. We've been generating power. (Steve), I forget what we're getting a day. But basically we're getting the maximum you can get out them. And then the escalators in the garage. They're actually energy-saving escalators.

And if you go by, a lot of times you'll see them almost at a crawl mode. And that's - they're supposed to do that. If you walk up, it will sense you coming and then they start speeding up as you get on -- they don't go lightning speed - - they slowly speed up so you don't trip getting on to them.

Man 3: Why's that one shut down today?

(Jim): The garage?

Man 3: No, the escalator.

(Fr. Doyle): I think it's maintenance.

(Jim): Yes. They do. That's a normal maintenance. Yes. We have a program with (Kone). They come in and they do normal maintenance monthly but because they were here doing the UV stuff, they got a little behind so they had to catch up to put the UV... They said, "We'd rather have the UV things that were installed" the last couple of weeks. This was just a regular maintenance thing.

There's your new signage. That's the latest graphics on the signs and you can see the sockets with the lights. And it's just -- what a difference that the LED in the terminal has made.

As (Phil) alluded to, the long-term parking -- we took advantage of an opportunity. Unfortunately, we don't have a lot of people getting on planes. But that allowed me to get to a park -- to close up a couple of parking lots and get great bids.

Newcastle Painting came in, ripped it apart. They filled up both long term and the employee lot in two days. Ripped them right apart and then they paved them back. You can see, upper left, is them paving long term.

Lower left, is them finish rolling it. Upper right is the employee lot. We had our employees - our parking people - paint the bottom of the light poles in the yellow. And our airfield maintenance crew did all the striping on the parking lot. And did a phenomenal job.

Another cost-saving thing. We have the equipment. We have the guys. They did their own layout. They did their own striping. They did a phenomenal job. Air traffic control tower. There's really not much we can do there. They're still on lockdown.

FA still on lockdown. So we're just waiting. As (Phil), or as (Michael) said

we're waiting on some money - the money got cut back on that. The one thing we will have a look at once they get opened up is their elevator. That's going to be an ongoing thing. We need to get that done - elevator is 23 years old and it needs help. (Unintelligible) - actually that's an older picture the building is lot further than that. The piles down, the towers are out. They need the countertops around. There's still some work to be done but right now HMS is not pushing to get it done.

So (Greico) Construction, which is the contractor doing work that pulled out the job. Until HMS gets it back in a program with that but it is ready to be constructed. It'll take about three weeks to finish up and get it open when HMS is ready. And (unintelligible).

So, one other thing I just want to mention and you saw it in (Bill)'s report was the Daktronics sign with big like that. It used to be over by the Denson when you come from the desert. On the back of the (unintelligible) parking lot.

As you come in from Route 7 or from (unintelligible) road, no matter which way you come in, when you stop at the light, you can't miss that sign. It sits right up there and that allows us to put the advertisements, like the weather maps on.

As you come in from that direction, with the gateway sign being the other way, over by the desert, we didn't need it. So, we moved up there with the help of (unintelligible) who remembered the company that did the original erection of it. We picked it up, we moved it (unintelligible). And it's all lit up and it's a great repurposing of that sign.

Man 2: (Unintelligible) Graphic Design.

Man 3: Thank you (unintelligible). I think most of you have had a chance to meet (unintelligible) legal counsel for the airport. And...

((Crosstalk))

Man 3: Pardon.

Man 2: (Unintelligible) Okay.

Woman 1: Thank you (Father). (Unintelligible) Upon my arrival out there. (Unintelligible) has already shared (unintelligible) and that's critically important (unintelligible) and you look forward to (unintelligible).

Man 4: (Unintelligible) debriefing, I think having five out of seven is that it means (unintelligible) goes into place if you have under the terms of this agreement, signatory airline constituting this MRI and that's a formula based on landed weight and we already have that. So we essentially have the intent of this required number airlines to ensure that come to the end of the year, we'll have (unintelligible).

Man 1: Thank you (Chris). (Unintelligible).

Woman 2: Thank you, Father. We have about 26% of our employees in this discussion have effected. (Unintelligible) Zero (unintelligible) not a minority. (Unintelligible) At the moment, it's 21 (unintelligible) and 17 on the minority (unintelligible) four out of six.

Most of the concessions, of course, as you know remain closed. (Unintelligible). I am happy to answer any questions in regards to that. (Unintelligible) Com back, we have been staging that slowly. The stores

(unintelligible) we have canceled. And the hours from zero in April (unintelligible) 8 to 200 hours in June. The number of deaths has gone up and of course, we do not have (unintelligible). And the Business Centers picking up ever so slightly (unintelligible).

Man 3: Thank you (unintelligible) July 3rd. (Unintelligible) News conference in October. One year away from the (unintelligible). Air Force One, we decided (unintelligible) because Air Force One was always kickoff locally (unintelligible). It is always something to see (unintelligible).

Man 1: ((unintelligible) I think that we've all met (unintelligible) come on board recently as our Director for Business and Economic Development (unintelligible).

Man 4: Thank you, Father. (Unintelligible) Social media channels for the airport. So we currently have three platforms, Facebook and Twitter and it sits in for quite a while. We launched an Instagram account a few months ago. With all three of this (unintelligible) non-COVID world.

Really trying to focus more on information for our travelers of what they need to know, what's going on with COVID (unintelligible) also more important informing them about what we're doing (unintelligible) standpoint and really just trying to feel confident in our travelers.

Each month I'll (unintelligible) growth from month to month. These are numbers from last week, I wrote down the new ones this morning. All have already gone (unintelligible) with the public. One note I will make (unintelligible) travelers looking for more information. Hey, I'm flying back in August what do I need to know.

And this is a great way for us to quickly provide that information for the travelers, you know, often these are coming over the weekend for that (unintelligible). Obviously the Fourth of July pictures of the gateway sign (unintelligible). What's pretty cool about that was seeing how people were sharing on the platform, to the point that I actually had someone (unintelligible) these are the type of images that should now be (unintelligible).

Pretty cool concept that hopefully will work (unintelligible) September and October. (Unintelligible) slow down a little bit, some of the huge friction we see going on right now. (Unintelligible).

Man 1: Thank you very much. Now we have a couple of action items. First is on (unintelligible) terminal and escalators and (unintelligible). This is part of our verbal transport systems and vital our building 29 elevators and escalators. (Unintelligible) These are over 20 years old to share. (Unintelligible) Competitively bid (unintelligible) and two bidders on the escalators which are items for your consideration now.

(Unintelligible) 1979 building. (Unintelligible) by our sources in Buffalo. (Unintelligible) 99 thousand was noted to be funded from (unintelligible). The adjacent escalators baggage will remain open for minimal interference with potential noise with extra insulation from (unintelligible) 1.248900 (unintelligible) future funding.

Man 1: So, people what we need is a motion to award (unintelligible) second (unintelligible).

Man 2: We can go down to 64000. Our favorite originally we're looking for to help fill the gap. I'm not gonna be ordering ten thousand but that includes having to work out of the sequence that we're there. We have the work we're gonna see of Ukraine extra pieces downtime on the train waiting for a couple of things to

get done

Man 1: I'll accept the motion to adjourn and to go into (unintelligible) session to talk about the appointment of a particular person. The appointment of a particular person, the acquisition is real (unintelligible). Motion to go into these Executive Session. (Dr. Greenberg) Thank you, all of you.

Operator: Your conference is ending now as requested by the host. Please hang up.

END



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ALBANY COUNTY AIRPORT AUTHORITY

REGULAR MEETING

AGENDA

July 20, 2020

General:

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

Regular Meeting – May 4, 2020
Regular Meeting - June 8, 2020
3. **Communications and Report of Chief Executive Officer**

Reports:

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

Action Items:

10. **Authorization of Contracts/Leases/Contract Negotiations/Contract Amendments**
 - 10.1 **Construction Contract: Authorization to Award Contract 20-1047-GC: Terminal Escalators # 22-23 Replacement**
 - 10.2 **Lease: Authorization of Lease #20-1059-L, Transportation Security Administration (TSA) / General Services Administration (GSA) Lease (GS-02B-LNY00753), for Terminal Space.**
11. **Authorization of Change Orders**
 - 11.1 **Change Order #4: Authorization to award Change Order #4 to Contract # 989-PC New Parking Garage Precast to Unistress Industries.**

12. Authorization of Federal and State Grants

None

Old Business:

New Business:

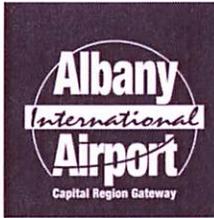
Executive Session - Attorney-Client Privilege Matters:

ES-1 Matter leading to the employment of a particular person or corporation.

ES-2 Matter leading to the appointment of a particular person or corporation.

ES-3 Acquisition of Real Estate

NOTICE



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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, July 20, 2020 at 11:30 a.m.

Due to COVID-19 this will be a telephonic meeting. The call in number for the meeting is 866-590-5055 or 816-423-4282 Access Code 3535358.

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: 0004116880
Order Invoice Text: Meeting Notice 7.20.20

R Bernard / T Duquette / C Finnegan / P Sheehan / A Rubel 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

07-13-2020

SUSAN R WRIGHT
NOTARY PUBLIC, STATE OF NEW YORK
Registration No. 01WR4793115
Qualified in Albany County
My Commission Expires 11/31/22

Renee E Bernard 7/17/2020
Renee E Bernard

Sworn to before me, this 17 day of July 2020.

Susan Wright
Notary Public
Albany County

ALBANY COUNTY AIRPORT AUTHORITY

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TU 1T (0004116880)

Liz Charland

From: Liz Charland
Sent: Friday, July 10, 2020 11:00 AM
To: TU Legals
Subject: Please publish one time ASAP. Thank you.
Importance: High

ALBANY COUNTY AIRPORT AUTHORITY

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From: Tomes, Terrie <Terrie.Tomes@timesunion.com> **On Behalf Of** TU Legals
Sent: Thursday, May 28, 2020 11:10 AM
To: Liz Charland <LCHARLAND@albanyairport.com>
Subject: RE: Please publish one time ASAP. Thank you.

Hi Liz,

Please always use your account # 061026000 when sending in a legal ad. It would save us time trying to locate the account # when there is not a phone # in email to reference as well.

Please see your proof and charges, please review. Ad order #4111413

Thank you.

In the interest of the health of our employees, we may be working and checking messages remotely.



Terrie Tomes
Classified Sales and Service
tulegals@timesunion.com
645 Albany Shaker Rd, Albany, NY 12211
Ph: 518-454-5543



From: Liz Charland <LCHARLAND@albanyairport.com>
Sent: Thursday, May 28, 2020 10:43 AM
To: TU Legals <TULegals@TimesUnion.com>
Subject: [EXTERNAL] Please publish one time ASAP. Thank you.
Importance: High

ALBANY COUNTY AIRPORT AUTHORITY

MEETING NOTICE

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

The Albany County Airport Authority will hold its regularly scheduled meeting on Monday, June 8, 2020 at 11:30 a.m.

Due to COVID-19 this will be a telephonic meeting. The call in number for the meeting is 866-590-5055 or 816-423-4282 Access Code 3535358.

Liz Charland

From: Liz Charland
Sent: Friday, July 10, 2020 10:58 AM
To: Kenneth Doyle; Kevin R. Hicks, Sr. - IPAD; Kevin R. Hicks, Sr. (Personal); Lyon Greenberg, MD; Lyon Greenberg, MD - IPAD; Rev. Kenneth Doyle (Personal); Samuel A. Fresina; Samuel A. Fresina - IPAD; Sari O'Connor; Steve Heider; Steven H. Heider; Tony Gorman; Tony Gorman - IPAD
Subject: ACAA Meeting Notice - July 20, 2020 At 11:30 (You are all welcome to come in ---- I will spread your seats out like last month. - Also we are cancelling the August meeting.
Importance: High

ALBANY COUNTY AIRPORT AUTHORITY

MEETING NOTICE

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Liz Charland

From: Liz Charland
Sent: Friday, July 10, 2020 10:55 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'; 'Eric Anderson'; 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 Telephonic Meeting Notice - Monday - July 20, 2020 at 11:30 a.m.

ALBANY COUNTY AIRPORT AUTHORITY

MEETING NOTICE

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Liz Charland

From: Liz Charland
Sent: Friday, July 10, 2020 10:54 AM
To: Saratogian Newspapers; The Colonie Spotlight; The Gazette; The Troy Record
Subject: Please publish in the Community Section - Thank you.
Importance: High

ALBANY COUNTY AIRPORT AUTHORITY

MEETING NOTICE

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Due to COVID-19 this will be a telephonic meeting. The call in number for the meeting is 866-590-5055 or 816-423-4282 Access Code 3535358.

Liz Charland

From: Liz Charland
Sent: Friday, July 10, 2020 10:53 AM
To: ACAAList
Subject: Board Meeting Notice

Importance: High

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, July 20, 2020 at 11:30 a.m.

Due to COVID-19 this will be a telephonic meeting. The call in number for the meeting is 866-590-5055 or 816-423-4282 Access Code 3535358.

AGENDA ITEM NO. 1

Chairman's Remarks

AGENDA ITEM NO. 2

Approval of Minutes



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Minutes of the Regular Telephonic Meeting of the Albany County Airport Authority

May 4, 2020

**ACAA Approved
 07-20-2020**

Pursuant to notice duly given and posted, the regular telephonic meeting of the Albany County Airport Authority was called to order on Monday, May 4, 2020 at 11:30 a.m. via telephonic by Chairman Kenneth J. Doyle with the following present:

MEMBERS PRESENT

Rev. Kenneth J. Doyle
 Tony Gorman (via telephone)
 Lyon M. Greenberg, M.D.
 Steven H. Heider (via telephone)
 Kevin R. Hicks (via telephone)
 Samuel A. Fresina (via telephone)
 Sari M. O'Connor (via telephone)

MEMBERS ABSENT

STAFF

Philip F. Calderone, Esq.
 Michael F. Zonsius
 Peter Stuto (via telephone)
 Liz Charland
 Steve Iachetta
 Helen Chadderdon (via telephone)
 John LaClair
 Margaret Herrmann (via telephone)
 Kathy Greenwood (via telephone)
 Matt Cannon

ATTENDEES

Fred Acunto, Airport Manager, AvPorts (via telephone)
 John DelBalso, Assistant Airport Manager, AvPorts (via telephone)
 Robert Heitz, Million Air (via telephone)
 Dave Cook, Airport Fire Chief (via telephone)
 Dennis Feeney, Majority Leader (via telephone)
 Michael DeSocio, Business Review (via telephone)
 Frank Cocoman, Risk Strategies ACAA Consultant/Agent (via telephone)
 John O'Donnell, Airport Consultant (via telephone)

General:

1. Chairman's Remarks

2. Approval of Minutes

Mr. Hicks moved to approve the minutes of the March 16, 2020 regular meeting.

The motion was adopted unanimously.

3. Communications and Report of Chief Executive Officer

Mr. Calderone presented the Communications and Report of the Chief Executive Officer for the month of May 2020

4. Interesting Correspondence

Management Reports:

5. Chief Financial Officer

Mr. Zonsius presented the Financial Report for the month of May 2020

6. Project Development

Mr. LaClair presented the Project Development Report for the month of May 2020.

7. Counsel

8. Concessions/Ambassador Program

Ms. Chadderdon presented the Concessions/Ambassador Status Report for the month of May 2020.

9. Public Affairs

Mr. Myers presented the Public Affairs Status Report for the month of May 2020.

Action Items:

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

10.1 Authorize Service Contract No. – SC-1045 Maintenance & Testing Services of Fire Detection, Alarm & Suppression System. Approve one (1) year Contract with four (4) optional annual renewals at option of Chief Executive Officer.

Mr. Zonsius recommended authorization to award a one year Contract SC-1045

for Maintenance & Testing Services of Fire Detection, Alarm & Suppression System with four (4) optional annual renewals at option of the Chief Executive Officer with Johnson Controls, 1399 Vischer Ferry Road Clifton Park, NY 12065 in the amount of \$75,000. This is an estimated cost for 1 year – inspection fees are \$68,606 and are fixed, additional services are performed at \$140/hour for Sprinklers and \$140.00/hour for Fire Alarms for additional services performed on an as needed basis. He stated this contract will be funded from the Airport Operating Budget and is 100% airport funded.

Dr. Greenberg moved to authorize Service Contract No. – SC-1045 for Maintenance & Testing Services of Fire Detection, Alarm & Suppression System. Approve one (1) year Contract with four (4) optional annual renewals at option of Chief Executive Officer in the estimated amount of \$75,000 with Johnson Controls. The motion was adopted unanimously.

10.2 Professional Services Negotiations: Authorization to Negotiate Contract S-1042 with CHA Consulting, Inc. for Preparation of the Airport Master Plan;

Mr. Calderone requested authorization to proceed with negotiations for professional engineering service Contract S-1042 with CHA Consulting, Inc. as recommended by the ACAA Selection Committee among three qualified Request for Qualification responses received on March 11, 2020. The RFQ was widely advertised and each competitive engineering team proposal was familiar with this Airport from prior projects and was deemed well qualified; CHA had a higher point score based on team criteria evaluations. Contract award is scheduled for the June 8 Board meeting following completion of professional service scope and fee negotiations. He advised the last full FAA Airport Master Plan was completed in 1979 with a comprehensive Airport Layout Plan Update completed in 1996 to support Terminal and Air Cargo Improvements completed in 2002. Award will be contingent on satisfaction of Federal DBE program compliance. He stated this contract will be funded from CPN account number 2276 and is 90% federal; 5% state and 5% airport.

Discussion in attached transcript.

Mr. Heider moved to authorize the Negotiations for Contract S-1042 with CHA Consulting, Inc. for Preparation of the Airport Master Plan. The motion was approved unanimously.

10.3 Construction Contract: Authorization to Award Construction Contract 1034-GC Terminal Sidewalk Caulking to Debrino Caulking Associates

Mr. LaClair recommended authorization to award Contract 1034-GC for Terminal Sidewalk Caulking to qualified low bidder Debrino Caulking Associates in the amount of \$131,965. He advised the contract scope includes removal of the existing caulk, cleaning of the joints and installation of new caulk to seal the joints in the sidewalk and curbs around the Terminal and existing Parking Garage to prevent water intrusion and damage. He advised this contract will be funded from CPN account number 2250 and will be 100% airport funded.

Discussion in attached transcript.

Mr. Gorman moved to authorize Contract 1034-GC for Terminal Sidewalk Caulking to Debrino Caulking Associates in the amount of \$131,965. The motion was adopted unanimously.

11. Authorization of Change Orders

11.1 Change Order #7: Authorization to award Change Order #7 to Contract # 989 GCr New Parking Garage (Gateway Sign) General Construction to LeChase Construction Services, LLC

Mr. LaClair recommended authorization of Change Order #7 for Contract 989-GCr for the New Parking Garage General Construction to LeChase Construction Services LLC in the amount of \$243,199.05 unforeseen conditions encountered by the contractor during construction. The additional work items for Change Order #7 include additional roof drains, field modifications to roof steel, painting the existing vestibule, supplying power to sliding doors, SACO lighting reconfiguration, pavement modifications, additional microwave detectors for traffic signals, elevator door contacts, modifications to foundation cap sizes, roof ramp modifications, DOT wayfinding signage revisions, additional fire alarm tamper switches and fire alarm revisions and various other smaller work items listed in the Change Order backup.

Discussion in attached transcript.

Mr. Hicks moved to authorize Change Order No. 7 for Contract No. 989-GCr for the New Parking Garage General Construction to LeChase Construction Services, LLC in the amount of \$243,199.05. The motion was adopted unanimously

12. Coronavirus Aid, Relief and Economic Security (CARES Act) Grant Federal/State Grant: Acceptance of Federal Airport Improvement Program Grant #3-36-0001-001-2020; Coronavirus Aid, Relief and Economic

Mr. Iachetta recommended authorization to accept Airport Improvement Program grant 3-36-0001-001-2020 to establish CARES Act-Coronavirus Aid, Relief and Economic Security funding in the amount of \$15,277,876 established by FAA. He advised this grant is intended to keep airports in reliable, safe operations to serve the aviation industry, the travelling public, air freight, and support the economy. The CARES Act is also intended to keep airport and aviation workers employed and keep Airport credit ratings stable. He also advised conformance with Federal regulatory requirements has been reviewed and confirmed with the Federal Aviation Administration to assure ongoing AIP program compliance.

Dr. Greenberg moved to authorize the acceptance of Airport Improvement Program grant 3-36-0001-001-2020 to establish CARES Act-Coronavirus Aid, Relief and Economic Security funding in the amount of \$15,277,876 established by FAA. The motion was adopted unanimously.

Old Business: None

New Business: None

Executive Session: Attorney-Client Privilege Matters:

There being no further business, the meeting was adjourned at 12:25 p.m.

ALBANY COUNTY AIRPORT AUTHORITY

REGULAR MEETING

AGENDA

May 4, 2020

General:

- 3. Chairman's Remarks**
- 4. Approval of Minutes**
Regular Meeting – March 16, 2020
- 4. Communications and Report of Chief Executive Officer**
- 4. Interesting Correspondence**

Management Reports:

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

Action Items:

- 10. Authorization of Contracts/Leases/Contract Negotiations/Contract Amendments**
 - 10.1 Authorize Service Contract No. – SC-1045 Maintenance & Testing Services of Fire Detection, Alarm & Suppression System. Approve one (1) year Contract with four (4) optional annual renewals at option of Chief Executive Officer.**
 - 10.2 Professional Services Negotiations: Authorization to Negotiate Contract S-1042 with CHA Consulting, Inc. for Preparation of the Airport Master Plan;**
 - 10.3 Construction Contract: Authorization to Award Construction Contract 1034-GC Terminal Sidewalk Caulking to Debrino Caulking Associates**
- 11. Authorization of Change Orders**
 - 11.1 Change Order #7: Authorization to award Change Order #7 to Contract # 989 GCr New Parking Garage (Gateway Sign) General Construction to LeChase Construction Services, LLC**
- 12. Coronavirus Aid, Relief and Economic Security (CARES Act) Grant Federal/State Grant: Acceptance of Federal Airport Improvement Program Grant #3-36-0001-001-2020; Coronavirus Aid, Relief and Economic**

Old Business:

New Business:

Executive Session:

Attorney-Client Privilege Matters:

None

ALBANY COUNTY AIRPORT AUTHORITY

Moderator: Liz Charland
May 4, 2020
11:12 a.m.

Operator: Liz Charland has joined the conference. All participants are now in listen-only mode.

Ken Doyle: Okay. This is Father Ken Doyle. I have a mask on so my voice might be muffled. I'm only going to take it off to eat. But we're here - I'm here at the airport.

Operator: Kevin Hicks has joined the conference.

Ken Doyle: I'm here at the airport with Phil Calderone and members of the Airport Authority.

Operator: Has joined the conference.

Ken Doyle: I want to make sure that we have a quorum. So Dr. Greenberg is here with us at the airport. Kevin Hicks, you're on, right?

Operator: Has joined the conference.

Ken Doyle: Kevin Hicks is on?

Kevin Hicks: Yes.

Ken Doyle: Sari is on.

Sari O'Connor: Yes.

Ken Doyle: Tony Gorman is on?

Tony Gorman: Yes, sir.

Ken Doyle: Steve Heider?

Liz Charland: He's on.

Steve Heider: I'm on.

Kevin Hicks: You have me, Father?

Ken Doyle: Is that Kevin?

Kevin Hicks: Yes.

Ken Doyle: Good. Okay, okay. We have everybody. Okay, great. First order of business is to approve the minutes from our last meeting which was in March. You've received copies of the minutes. Take a motion - are there any changes or corrections to the minutes?

Man: No.

Ken Doyle: If not, I'll take a motion to approve.

Kevin Hicks: I approve, Kevin Hicks.

Ken Doyle: Kevin? Okay, thanks.

Sari O'Connor: Second, Sari O'Connor, I second.

Ken Doyle: Sari? All in favor?

Man: Aye.

Man: Aye.

Ken Doyle: Phil Calderone's going to give a report.

Phil Calderone: Thank you, Father. And good morning, everyone, and thank you for being part of our meeting today. I just want to remind everyone that, pursuant to the executive order -

Operator: A participant has joined the conference.

Phil Calderone: This call is being, and this meeting being recorded, and a transcript will be made and that transcript will be posted to our social media account and available to the public. Let's begin with just an opening comment and observation. Every day at this airport essential workers, TSA agents, air traffic controllers, flight mechanics, grounds crews, maintenance workers, shuttle bus drivers, firefighter EMTs, flight attendants, pilots - every day these essential workers show up to ensure that essential cargo land safely, that

medical supplies that are critical our area hospitals and medical facilities, supplies like thousands of PPEs that have arrived and other necessary equipment that supplies our research labs and facilities in the area arrive safely, doctors and researchers and scientists land in flights every day, coming into those hospitals and labs.

Medivac flights arrive at our Million Air facility and are safely transported to area hospitals. These essential workers show up every day to make sure that this airport performs 24-7 an essential role in the vital air transportation system that is so critical to serving our nation. And I know that I speak for the entire Board when I express our gratitude to these workers for the extraordinary work that they do. We are eternally grateful to them for being part of the challenge of this moment, and I want to, again, emphasize our appreciation for that services.

That being said, I also now want to comment on the coronavirus task force that we put together at this airport back at the end of February to deal with the challenges posed by the virus, and how our airport has responded to those challenges. On that task force, we have folks from TSA, Homeland Security, FAA, Chief Cook and our fire department is represented. We have folks from AvPorts and Million Air and many of the other component units of the airport family. But also on that task force, we have our own Dr. Greenberg, one of the most prominent physicians in the region.

We have Dr. Whalen, our County Health Commissioner, and we have Dr. Dailey from Albany Medical Center, who have provided us with invaluable guidance and assistance as we've tried to make sure that, here at our airport, our passengers, our staff and the visitors at our airport are protected as much as we possibly can protect them, by putting into place procedures and policies that ensure, hopefully, that our airport is doing everything that it can to deal

with the challenge in front of us. So we now know as you - we now have in place, as you now know, a requirement that anyone entering our facilities here at the airport must wear a mask. That requirement applies to, not only visitors and passengers, but also to all staff. We have been distributing for weeks bottles of hand sanitizers, hand wipes.

We have been doing deep cleaning of all hard surfaces at the airport. All carpets are cleaned by microbial cleaning. We make sure that the escalators are constant - handrails are constantly cleaned and wiped down. We're also ordered special to be placed on all of the escalators. These are little boxes that are attached to the handrails, mechanical boxes that contain ultraviolet light that will be sanitizing the handrails on a continual basis. We're made sure that our air conditioners or the filters have been changed, and that they have filters that are capable of dealing with the virus going through the system and purifying the air.

We've also been allowing more to recirculate within the terminal. We've been - we bought equipment that allows us to do antibacterial fogging throughout the airport terminal, including antibacterial fogging of surfaces to kill germs and other pathogens. We've installed Plexiglas shields for all of the counters and touch points throughout the terminal where there is person-to-person interaction to provide protection for both the passengers and for the workers who work here at the airport.

We've done, I think, you know, a number of things to ensure the public when they begin coming back to use the terminal with some more degree of regularity that there is a degree a confidence here that our airport is using all best practices and recommended practices for their safety. But there is still shelter in place orders in this state, and so our best advice at the moment is to stay grounded and stay safe, and there will come a time when we'll be

traveling together more often.

I also wanted to mention that we are taking all steps possible to reduce costs at the airport. We were fortunate enough – and we'll talk about it in a few minutes – to receive a federal CARES Act \$15.3 million. That's money that's vitally needed to deal with operational expenses and guest service requirements so that we continue to keep the airport running, to keep those essential employees that I talked about employed and that we meet our guest service covenants on our bonds. So in an effort to keep workers employed here, we have been working with our unions to repurpose to perform functions that we might otherwise have gone out to contract for.

So you'll see working around the airport folks who may have been driving shuttle buses and doing work as cashiers and the like now doing that extra cleaning that I talked about, doing pressure washing of the garage. They'll be doing security functions. They're doing landscaping. They're doing work that needs to be done to keep the airport operational and in a way, hopefully, that saves us money and keeps our employees working without being laid off or furloughed. And for that, I want to thank the unions. I want thank the management at AvPort, and I want to thank the Board for giving us permission to allow us to do that. And Father?

Ken Doyle: Okay. Thank you. Are there any questions first of all? Michael Zonsius, financial report?

Michael Zonsius: Thank you, Father Doyle. The financial report was provided to you in your packet and this morning was provided and updated PowerPoint presentation. No surprises, no - March revenues were down. It all began probably the 15th of the month. We had received the \$15.3 million, as Phil had just spoken about, from the CARES Act. With this funding, we will be able to meet our

1.25 percent coverage for bondholders, which is very import. What I'm projecting is - and this is kind of in concert with what others in the industry have considered (unintelligible) conserving - conservatively projecting 50 percent of enplanements for 2020 and 80 percent enplanements for 2021. You know, right now enplanements 1.5 million.

That means I'm just projecting 750 this year and approximately 1.2 million next year. Hopefully, we'll be north of that, and I believe that will be. I'm just very conservative on my projections. That said, we have been in contact, you know, with S&P, our bond rating agencies, and we have had responses for them, and they have been - seemed pleased. And we expect - I have added another schedule to the financial statements about the expense schedule just so that we can see the detail of the expenses and match those up in our budget. If anyone has any questions, I'll (unintelligible).

We will have the airline PFC consultation meeting on Thursday at 10 o'clock. This will approve or give the airlines the opportunity to comment our \$11.1 fabrication for federal - well, not for federal but for PFC. Also included was a little - few slides on the COVID funding (unintelligible) indicating will be using the funds to reimburse our death service counselors and personnel costs. And any questions, I'll be glad to answer them.

Ken Doyle: Any questions for Mike? Thank you, Michael. John LaClair, project development?

John LaClair: Thank you, Father Doyle. Starting with the airside improvements, the runway 10-28 and taxiway C edge light project is progressing nicely. We're able to a lot more. They're working days instead nights which - and longer hours, and they've also had better access to the runway. So it's given them an opportunity to really move along on this project. They're a little - they had to move out a

little bit - out of the intersection for a little bit, just this next couple of weeks. And I'll explain that in a minute, because the next contractor's the reason why. So actually airfield-wise, we're doing really well, getting a lot of work done during the day which is great. I mean, I hate to say it (unintelligible) number of planes that are problem but to get them out of the way helps us out to get some really critical work done.

This lighting job will be great to have. It's really needed so we'll move on with that one. Also, the next one is the airport drainage and culvert replacement. That's at the south end of runway one, and Rifenburg is just mobilizing starting today actually. We got our clearances. They're in there. They're going to be in there for two and half weeks, and they'll be out, going to go in, go hit it hard and fast, long hours, double shifts because they can do it because of the light air traffic. And they'll be able to get this done, instead of seven-eight weeks, we're looking at two and a half. So it's impressive we get out and then we won't have to worry.

They'll get all the water on the south end draining so we won't have any (plumbing) problems like we used to have with ducks and birds. So that helps eliminate bird hazards and bird strikes for planes once they start flying again, which will be nice. As far as replacement of boarding bridges, passenger boarding bridges A3, A5, B10 and C1, that contract is being advertised this week. We'll get that out to bid, and we'll move forward on that. That's our AIP money so that'll move forward. I hope - I don't know what the production schedules are like for some of these companies, but hopefully JBT or whoever gets it (unintelligible) still be in production and we can produce (unintelligible) at least start putting them in by the end of the year. This is the last four we need to do to get all our bridges up to date, which will be nice.

Moving on to the landside improvements. The revenue upgrades and PARCS

system that is completely installed. They actually did a software update last week, and it's just matter of getting parts for the garage and let it learn. It has - the new garage needs to learn. The old garage is all set and ready to go. We can turn it back on when we're ready. It has level counts, has monument signs. So as you go level to level, they're all there. The new garage, it's a three-week learning period to get that to learn. So once we start getting cars in, that'll be - system's ready to go. It's just a matter of getting the learning period in.

Moving on to the new parking garage, that's basically ready to go. There's a few little small punch list items. Things that are - and they're - LeChase has got a small crew working here, caulking, fixing signs, small stuff, lights adjustment, things like that, but all around that's ready to go. When we're ready, it's ready. So we'll be ready to do that, including the new ramps, all the new revenue equipment's all in. So that's all set to go. And then - and the gateway sign is up. That's here and that's - we've been doing a little bit of work on that, but that's ready to be start whenever that's - whenever this COVID goes by and everybody's ready to have a grand opening. We'll be ready to do that. It'll be nice.

As far as the terminal amenities, same thing. The COVID with the - (unintelligible) for the contractor in that he was allowed to work days instead of nights, and they really moved along and allowed them to just about meet their schedule. They're off a little bit here and there, but the work is basically done. They're out doing punch lists, touch-up paint, patching, things that - small stuff, a few adjustments. But overall, the work is done. Unfortunately, there's nobody in the terminal to see it. It looks really (unintelligible) but there's nobody in the terminal to see it.

Phil and walked it the other day and there's a few others, but it's almost said that, you know, we have brand new terminal and no one can come look at it.

So - but all the new signs, all the new way finding signs are up. So that's a good thing. There's a few that - they're changing a few, just the covers on them, but all and all that's 99.9 percent. But again, ready to go when we're ready to go.

To the water service for sprinkler system at building 211, that's on hold because I can't Latham Water District to issue a permit. With the COVID-19, they've suspended all water permits, no live taps. So they don't want any transmission of the germs or whatever, so they won't allow live taps. So as soon as that goes by, I'll get that permit and we'll get that one going.

Air traffic control tower, that one's on hold. They are on lockdown, FAA's on lockdown (unintelligible) on lockdown. Steve, we don't have idea when they're coming. So again, till this COVID goes by, we're kind of on a - that's in a holding pattern. And then the new terminal concessions, it's the same deal. The contractor's in there, they're on hold right now. It looks like May 15 they'll be able to come back and go in there and finish the work. They've got a few weeks work in there. The equipment is all here. It got shipped, so that was one good thing. They're ready to install it. Tile work needs to be done, and then they'll install the equipment. So by early June, that'll be ready to go. So there'll be a Beer Union set up and a wine bar, but that'll be ready. And so when we get ready to open up, it'll be ready.

Ken Doyle: John, what's open now in terms of concessions.

John LaClair: Right now, Dunkin' Donuts.

Ken Doyle: Dunkin' Donuts? Yes.

John LaClair: Yes, that's it.

Kevin Hicks: Hey, John, Kevin Hicks. The roadway sign that we were supposed to have done by -

John LaClair: Freeway sign, yes, sir.

Kevin Hicks: What's going on with that?

John LaClair: The columns are up and ready. The gateway sign is currently being held in our back - behind the county lot in what we call red lot, way in the back. We have it on a trailer. They've been doing some modifications to it. Phil and I and the DOT went and looked at it last week, and they're looking at possible changing a few of lettering but, other than a little touch-up on the steel, it's ready to be put up whenever when we get the okay to do that.

Kevin Hicks: So obviously, we're waiting for the governor to okay that, right?

John LaClair: Correct.

Kevin Hicks: Okay. Thank you.

Phil Calderone: We've just - if I could clarify, we've just kind of - if you recall, we - you know, we've allowed essential work to go forward at the terminal, and other work we've kind of put on hold.

Kevin Hicks: Yes, I just - reason for my questioning, Phil, was that, you know, the cost of it and is it still - are we still going to get paid back for it?

Phil Calderone: Yes.

Kevin Hicks: I guess that's what I was leading up.

Phil Calderone: Yes.

Lyon Greenberg: Kevin, I've noticed one of the large office building people have put stick-ems on all of the handles that people use and supposedly disinfects immediately anything. Are you aware of that?

Kevin Hicks: Yes. We were - several different systems we looked at, Dr. Greenberg. As we've mentioned, we're putting a UV system on the handrails for the escalators. We've looked at a couple systems. There's actually one that is good for 30 days on the doorknobs. So what we're going to do is order some of those systems for 30-day systems on the - I would say the high-traffic doorknobs, and then the other ones we'll look at what you're talking about which is the ones we'd have to change out every so often to keep them up to date.

Lyon Greenberg: Yes, they say they - they don't even have to wipe them down.

Kevin Hicks: Correct.

Lyon Greenberg: And they don't get dirty.

Kevin Hicks: No, they disinfect themselves and they -

Lyon Greenberg: So they do work, as far as you know?

Kevin Hicks: As far as they tell me, yes. I mean, everything I've read and there's a lot of buildings - I talked to a friend of mine that is a manager for seven OGS buildings and they've been installing them in the buildings, and he tells me

they work pretty well so we're getting those.

Lyon Greenberg: And how many flights do we have a day? In normal time, we're in the low fifties. What are we like, 12 or 14?

Kevin Hicks: We're in that range, yes. It varies day to day because, you know, each airline tends to adjust according to what's booked and what's not booked. So, you know, they have a flight booked and they'll cancel. But you're in that range - you're in the right range.

Lyon Greenberg: Yes, about 75 percent.

Kevin Hicks: Yes, you're in the right range.

Ken Doyle: Okay. Any questions for John? Mr. Peter Stuto?

Peter Stuto: Yes.

Ken Doyle: Is there a counsel's report? Peter on?

Peter Stuto: I don't have anything, Father. Thank you.

Ken Doyle: Thank you, Peter. Helen - Helen Chadderdon?

Helen Chadderdon: Hi, Father. How are you?

Ken Doyle: Good, thanks. Good. How about you?

Helen Chadderdon: I am well, thank you. For my report, of course, you know the concessions are quite limited. As was mentioned before, for food and beverage, the only

one open is Dunkin' Donuts. And airside we do have two of the News and (unintelligible), and the one on C is open all day. And the one on D has some limited hours. Oh, and Dunkin' is opening at 4:00 am and staying until 8:00 pm. I speak to them regularly. They're sales are okay. They're covering their cost, their labor and their cost of goods sold.

On the minority side of it, OHM doesn't have anybody coming in. HMS held onto their general manager. He comes in a few times a week and checks on the equipment. Apparently (Shots) has eight employees. One is a minority so that puts them at 12.5 percent. Dunkin' Donuts has five employees, with three minorities. So they're at 60 percent. And of course, on the Ambassador side of things, it's quiet, although they are eager to come back as soon as they can. So with that, I'm happy to answer any questions.

Ken Doyle: Questions for Helen? Thank you, Helen.

Helen Chadderdon: Thank you.

Ken Doyle: Doug Myers?

Doug Myers: Thank you, Father. I'm in direct contact with the media every (unintelligible) from home with either press releases or phone conversation. We provide them updates. You all, the members, get a copy of everything that's going out to the meeting. I'm involved also with, of course, with those morning meetings, and I do provide a morning news wrap for everyone on coronavirus news regarding the airport or something dealing with the capitol district that you might be interested in. And we're also in contact 24-7 with the Phil and the airport's people and airport operations from here. Be happy to answer any questions.

Ken Doyle: Questions for Doug? Thank you, Doug.

Phil Calderone: The morning meetings, for the benefit of the public that's listening in, that Doug is referring to. Because of the executive order, 50 percent of our staff is out at any given day. So we have every day a call-in in the morning at 11 o'clock where (unintelligible) has the opportunity to report in and check in on what they're working on, and we check in on staff to make sure they're doing okay and to fill them in on what's happening here at the airport.

Ken Doyle: Thank you, Phil.

Man: Phil, how many people are actually working in the offices now (unintelligible)?

Phil Calderone: We have probably on average about 11 to 12 people a day.

Man: Okay. Does that rotate?

Phil Calderone: Some folks rotate in finance, and one or two rotate in the rest of the office.

Man: Thank you.

Ken Doyle: Now, we have some action items. And the first is the maintain and testing our fire detection system. And, Steve, you're going to speak about that.

Steve Iachetta: (unintelligible) for the maintenance and testing services, the fire detection, alarm and compression system, the airport has approximately 28 buildings, and this will be a contract for the testing of the systems within those buildings for one year with an option for four years. Three of those buildings are hangars and the services include the (unintelligible) testing of the fire

suppression, which is the foam testing for those hangars.

Lyon Greenberg: Hey, Stan.

Ken Doyle: Dr. Greenberg?

Lyon Greenberg: No questions.

Ken Doyle: You have a question?

Lyon Greenberg: No.

Ken Doyle: Any questions for Michael on that fire detection maintenance and testing?
Motion to approve, Dr. Greenberg?

Lyon Greenberg: Second.

Ken Doyle: Second, who's that, Kevin?

Kevin Hicks: Yes.

Ken Doyle: Okay. So all those in favor?

Members: Aye.

Ken Doyle: Thank you. Next is Phil about the airport master plan.

Phil Calderone: Just a little preface to the airport master plan action item. One of the first things that I asked for permission when I came onboard here about 150 days ago – seems like a lot longer – was to allow me to pursue a master plan. A

master plan is a once in a generation opportunity to tell the airport's story. I talked at the beginning of this meeting a little bit about the essential role that the airport provides in the delivery of essential services, but the story is a much broader story than that. The airport is a major economic development driver for the region.

As a result of the airport's activity, we drive nearly a billion dollars' worth of economic activity in the region and are directly or indirectly responsible for over 9,000 jobs in the region. So we're a major economic development player. And the opportunity to do a master plan is an exciting opportunity to look at how the airport can expand that role to involve the public in that vision. It's a chance for all of us, collectively as a community, to dream about what this airport can be to this regions. It's an opportunity that will allow a lot of people to begin to realize what the airport's role can be and what it should be going forward, and we were looking for a firm that would allow us to best tell that story in an effective way.

At the same time we were planning to select a firm and we put out an RFQ and were very pleased to get three major firms respond, we applied to the FAA for an airport improvement grant. And just by luck on Friday night, as I was looking at - at a quarter to midnight, to the FAA's website just to see what the latest might be going on, primarily with regard to what was happening to airports across the country dealing with COVID, I came across an announcement that AIP grants had been awarded that day.

I looked up Albany's - to see if Albany had received a grant, and I'm happy to report to the board and to the public that we received \$750,000, the full amount of our application, to fund the master plan without a local match. That's exciting news. I immediately sent out text messages to the staff around this table and, to my amazement, people were up and responding. So I'm

really pleased to announce that. I'm also pleased to talk about the three firms that responded, high quality firms, (A&R), an international leader in the aviation field, C&S, another major firm that has done business with airports previously, (Plus Harbor) and Associates, one of the largest industry firms in the world.

Operator: Has left the conference.

Phil Calderone: And all three firms put together terrific teams. There were very, very competitive interviews, but I'm pleased to recommend today to the board, and for reasons that we can discuss more depth, Clough, Harbour & Associates. Clough Harbour put together – I thought and I think that the group that worked with me in evaluating the three forms – the strongest team. Jacobsen Daniels for aviation planning and forecasting, Gensler for terminate design, CKMG for financial planning and (unintelligible) Spatial to provide GIS services. Clough Harbour clearly understood the role that a firm would play in helping us gauge the community, developing a website, for example, that would help us be as transparent as possible, that would encourage community engagement in the process, that would work with us over the year to year and a half time period for developing that master plan.

And the team that they put together, many of them have worked us in the past, they are neighbors to the airport. They're literally - their offices are right in our backyard. So they would be readily and constantly available to us as the needs will grow for their services as we get more and more into developing the plan. And I'm please to recommend to the board and to ask for your permission to allow me to award the contract to CHA and permission to negotiate the fee with them. I'd like to invite Matt, who sat in, Michael, Steve and John to add anything that they'd like to add because they were all part of the evaluation team. And they've also worked with Clough Harbour in the

past.

Man: The amount is exactly the same that we're getting?

Phil Calderone: Oh, we have to negotiate the fee with Clough Harbour, and that's part of what I'm going to be asking permission for.

Ken Doyle: And so did I read that Clough Harbour has done a number of master plans for other airports, like Hartford, Rochester?

Phil Calderone: And that's what I was going to add -

John LaClair: Yes, they have. They have experience with other airports, Rochester. They've done it in Hartford. So they know the area, they know the upstate New York area. And, again, as Phil said, they're neighbors right down the road, and they have a very good understanding of this airport, having done many design works for the major addition projects for runways and parking lots and (unintelligible) collection. So they have a very knowledge of our whole facility.

Phil Calderone: And quick, Father, to add to what John said and to answer your question, all of these firms had experience with dealing with master plans. But I think it was our impressions that Clough Harbour, without taking away from any of the other firms and their experience, Clough Harbour has dealt probably more extensively with airports of our size, small and medium size airports in developing master plans. You know, there are other firms that have dealt with much larger airports, the presentations, without naming them, would be more cookie cutter in terms of, you know, this is what we do with every report, you know, and in developing their master plan. But Clough understands airports of our size.

Man: Not to take Phil and John, but the one other point that I would add is also their current proposed management. It's a perfect pairing time where, you know, their accessibility as our neighbors, but also they can give us their top people. As they're wrapping up other master plans, it's a great time for them drop onboard with us so -

Phil Calderone: One of the people who was part of their plan was (Aaron Perate), who I think we all know from being a leader (at the state) is going to, you know, working with us as part of the team and messaging to the public and getting, you know, our website up and running and getting that public engage piece, I think critical to this, up and running.

Man: I would agree that Jacobsen Daniels (unintelligible) both great terms and concur with everyone just to (unintelligible).

Ken Doyle: Okay. Steve?

Man: Do we have anything budgeted - in the budget, Michael, for this and will - and if so, will it be offset by the grant?

Michael Zonsius: This'll be a capital budgeted item and will not be an operating item. So, yes, it is in the capital budget.

Man: 100 percent funded.

Man: Very briefly, if I may, Clough - CHA - Jacobsen Daniels team had best liaison talent pool with FAA as well as (Aaron Karate) on the state side. So that resulted in a high numerical point score.

Phil Calderone: Just to add to - you know, to Michael's point about it's in the capital budget but we, of course, pay debt service out of the general fund. So if it had been, you know - you know, something that we would have to pay for, we'd be paying debt service on it which we obviously are not going to be doing. So that's very good news.

Ken Doyle: Okay. So we have a motion to approve. Yes, Kevin?

Kevin Hicks: Well, I just had - I just had one question. Do we feel - the people met with, Clough Harbour, feel that the amount that we've been given by the FAA will cover that cost item?

Phil Calderone: So in appreciation of - you know, where you're in a RFQ situation, you're looking at qualifications, and you're not negotiating price. I can't begin discussing price with them until I get authorization from the board and, at that point, then I'll go to Clough. I'll talk about, you know, what we, you know, expect them to, you know, charge us for these services. And I would then come back to the board with that dollar amount for authorization going forward.

Ken Doyle: So at this point so you need permission to negotiate the contract with CHA, correct? Motion to approve?

Steve Heider: I'll make the motion, Father, Steve Heider.

Ken Doyle: Who's that, Steve? Thank you, Steve. Second, Dr. Greenberg?

Sari O'Connor: Second, Sari.

Ken Doyle: Everybody's second. Okay. All those in favor.

Members: Aye.

Ken Doyle: Thank you. And now we have (unintelligible) three, John LaClair on sidewalk caulking.

John LaClair: Thank you, Mr. Chairman. Yes, this for the board's authorization to award construction contract 734-GC for terminal sidewalk caulking to DeBrino Caulking Associates for the value of \$131,965. This is a project that was initiated last year that moved around due to other items. Obviously, we're working on garages and terminals, and we didn't want to get in each other's way. So it got pushed forward. What it will do, it's going to allow us to maintain the sidewalks in (unintelligible) lines we have right now with the caulk between the joints are all worn out. So you get water, you get salt intrusion and then ice heave and it's just - we're trying to maintain what we have right now by cleaning this up and make it - and now being a great time to do it. No one's around, people won't step in it, track it. So we bid it, and DeBrino came in as the low bidder, and so I'm looking for the board's authorization to award the contract.

Man: What were the other bids? Were they much different?

John LaClair: They were - they were all fairly close. They're within \$15-20,000 and progressed up from that. The highest (Giana) was \$55,000.

Man: John, again, who was the highest one?

John LaClair: I don't know off top of my head. I will get that information and get it back to you. The highest one -

Man: One was - looks like AI Construction is 210. No, Jones -

John LaClair: Jones Masonry. Jones Masonry and Restoration was 290 - so they were 290 - they were way up there 291.

Man: Most of them are fairly close but it's good -

John LaClair: They are. It was - I think the bids were pretty for the first three, four, and then they kind of got a little - and then you always get the ones that just throw numbers out there just to see if they get one.

Man: Right.

John LaClair: I think the price we got is fairly competitive and a good-sized number. That - that's the season people are looking for work so -

Man: And this is all our own funding?

John LaClair: That is correct.

Ken Doyle: Motion - motion to approve?

Tony Gorman: I'll motion.

Ken Doyle: Who's that?

Tony Gorman: Tony.

Ken Doyle: Tony?

Ken Doyle: Tony Gorman makes a motion to approve that contract on the sidewalk caulking. Second?

Sari O'Connor: Second, Sari.

Ken Doyle: Sari? Okay. All those in favor?

Members: Aye.

Ken Doyle: Motion is approved. And now we have a change order on the parking garage, and that's John.

John LaClair: Yes, thank you again, Mr. Chairman. This is change order number seven, and we're looking for the board's authorization to award change number seven to contract 989-PCR. It's the new parking garage, including with that is the gateway sign, general construction so the Chase Construction Services. Change order number seven's value is \$243, 199.05, which brings the total for this contract up to \$16,894,278. And that represents just under a 7.4 percent increase against the base contract which, for a contract this size if you get standard time, we're doing pretty good. So 7.4, I don't think we're doing bad.

Some of the items that are involved in this, we had some additional groove drains that were bound to be needed. We had some work painting the vestibules. We had field modifications to some of the roof steel just because of the way the precast was fabricated. There was a couple changes. As we put them together, we found that we needed fencing. So we had to make changes to connection. So that came into play. We had to have - the SACO lighting had to be reconfigured. What they originally spec'd out changed and their - the distance between wiring had - power units had to be moved in so we had to add additional power units, and that's all for the colored lighting that we did,

blue, for the first responders and everything. That's what that is. That's the SACO lighting. There was additional microwave detectors for the traffic signals. Once we put the new traffic signals up and reconfigured Jetway Drive, we found that there was a couple of tie-up areas.

Operator: (unintelligible) has left the conference.

John LaClair: We bought a couple of additional microwave detectors to keep the traffic flow, keep the patterns moving. There was some modifications to the foundation cast sizes to - again, so that - to meet the conditions of the precast and some of the new pieces of fence that had to go in. We had some (unintelligible) way finding sign revisions that we had to approve to get them changed to meet what DOT was looking - as we all know, they were changing some of our signage to concur with their new exit. So we did that. And then we had a couple of additional fire alarm - fire alarm switches that we had to put in just due to the configuration of the doors around the pedestrian bridge and the new walkways to meet the revised - to keep it up with the equipment that we had installed.

Man: And, John, you're comfortable that these changes could not have been foreseen in the original contract?

John LaClair: Well, yes, these - some of these changes could have been foreseen. And we - Phil and I and Matt, we've talked to CHA and we're looking to recoup some money from them on some of these items. So we're getting some money back for some of these items.

Operator: Sari O'Connor has joined the conference.

John LaClair: (unintelligible) some of it, but we are chasing some of that money to get it

back.

Man: So some of it you knew should have been done under the old contract?

John LaClair: Correct.

Man: I wondered about that.

John LaClair: And we talked to CHA and they're - they understand our position and they're working with us right now. We're negotiating some payback for some of this. But that's not included in this. That would be - come back from them against their design contract.

Man: And Turner works very closely with us.

John LaClair: Yes, and Turner's worked with us.

Kevin Hicks: John, Kevin Hicks. Seeing as though your forecast over at seven percent and quoting your - anything under ten is acceptable and I agree with that. However, do you see us getting to ten?

John LaClair: No, sir.

Kevin Hicks: Okay. That's important. You know, as we're wrapping this up and -

John LaClair: We are wrapping this up, Kevin. I foresee one more change order, the bonus money which is by contract with all of them. We're negotiating that with Chase right now, and a few small little closeout items and we will not - we will not hit ten percent.

Kevin Hicks: So you do expect a little - a little - a few more items.

John LaClair: Well, because of the bonus. We have to pay that bonus, that's a contractual obligation that we have for them finishing this at a schedule.

Kevin Hicks: Right.

John LaClair: So that's a contractual thing. So, yes, we'll definitely have one more change order, and there'll probably be a few more items in it. But we will not even approach the ten percent.

Kevin Hicks: Okay.

Man: Well, could they - because they didn't do all the work?

John LaClair: No. This project was actually managed pretty well. This piece of this project was managed very well, and they got very lucky that they got a mild winter which is what allowed them to get under. The mild winter was probably the biggest blessing. As you know, January we had phenomenal days. And I mean, you're doing work outside with just sweatshirt on. That helps a lot.

Ken Doyle: Questions for John LaClair?

Man: None here.

Ken Doyle: Motion to approve this change order?

Kevin Hicks: I'll make that motion.

Ken Doyle: That's Kevin?

Kevin Hicks: Yes.

Ken Doyle: Thanks, Kevin. Second anybody? Dr. Greenberg? All those in favor?

Members: Aye.

Ken Doyle: And now we have item number 12, which is a very difficult one. Question whether we want to accept \$15 million. Steve, you're going to talk about that.

Steve Iachetta: Thank you, Father Doyle. This first round of Corona Virus Aid Relief and Economic Security Act back in early April included airports. Our Congressional delegation should be commended for establishing this very strong preservation act for all airports in the state, particularly Senator Schumer. Senator Schumer...

Operator: Dennis Feeney has left the conference.

Steve Iachetta Okay. Only Buffalo is larger among airports upstate in the allocation with one anomaly, West Chester. Fifteen million, two seventy-seven, eight seventy-six is the amount established by Congress and FAA based on financial criteria. And the grant should be for all airport lawful purposes as mentioned in the application signed by Phil on April 14 included in your backup. We inquired with FAA several times a week and they still do not have an update on the actual grant agreement, but it will be used to reimburse payroll and any other necessary operating expenses.

Man: Michael, (unintelligible) and I and Don had a conversation with FAA administrators and indicated our intent to use the funds for operating expenses and guest services and we gave them our schedule and they were very pleased

with our proposal.

Man: And these are retroactive back to January 20th.

Steve Iachetta Thank you. I'll be happy to answer any questions. Questions for Steve on the grant? Motion to approve our accepting the grant. Dr. Greenberg? Dr. Greenberg? Second?

Man: So moved.

Steve Iachetta All those in favor?

Man: Aye.

Man: Aye.

Steve Iachetta Opposed?

Man: You have a full board now?

Steve Iachetta Thank you. I don't know if we have any other business. Do we have anything else? Anybody have anything else that they want to add or discuss?

Man: John?

Man: Yes, sir.

Man: Did you ever give me an answer on our discussion?

Man: Yes, sir. I emailed it to you. I will call you and give you the - I did email it to

you a couple weeks ago.

Man: I'm sorry. I must have misplaced it.

Man: My apologies. I will call you and give you the answer you're looking for.

Man: Yes. Could you send the email to me again?

Man: I can do that and I'll call and give it to you, too.

Man: Thank you very much.

Steve Iachetta Anything else? Motion to adjourn?

Man: So moved.

Steve Iachetta Dr. Greenberg? The second, Kevin. Okay. Thank you very much. Thank you, everyone. Bye-bye.

Operator: (Unintelligible) has left the conference. A participant has left the conference. Peter has left the conference. Kathy has left the conference. John (unintelligible) has left the conference. Liz Charland (unintelligible) has left the conference. Sam (unintelligible) has left the conference. John O'Donnell has left the conference. (Unintelligible) Gorman has left the conference.

END



ALBANY COUNTY AIRPORT AUTHORITY
 ALBANY INTERNATIONAL AIRPORT
 ADMINISTRATION BUILDING
 SUITE 200
 ALBANY, NEW YORK 12211-1057

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Minutes of the Regular Telephonic Meeting of the Albany County Airport Authority

June 8, 2020

**ACAA Approved
 07-20-2020**

Pursuant to notice duly given and posted, the regular telephonic meeting of the Albany County Airport Authority was called to order on Monday, June 8, 2020 at 11:30 a.m. via telephonic by Chairman Kenneth J. Doyle with the following present:

MEMBERS PRESENT

Rev. Kenneth J. Doyle
 Tony Gorman
 Lyon M. Greenberg, M.D.
 Steven H. Heider (via telephone)
 Kevin R. Hicks
 Samuel A. Fresina
 Sari M. O'Connor

MEMBERS ABSENT

STAFF

Philip F. Calderone, Esq.
 Michael F. Zonsius
 Liz Charland
 Steve Iachetta
 John LaClair
 Helen Chadderdon (via telephone)
 Margaret Herrmann (via telephone)
 Kathy Greenwood (via telephone)
 Matt Cannon (via telephone)
 Chris Quinn (via telephone)

ATTENDEES

Fred Acunto, Airport Manager, AvPorts (via telephone)
 John DelBalso, Assistant Airport Manager, AvPorts (via telephone)
 Dennis Feeney, Majority Leader (via telephone)
 Bob Heitz, Million Air (via telephone)
 Eric Anderson, Times Union (via telephone)
 Ray Casey, Airport Consultant (via telephone)
 John O'Donnell, Airport Consultant (via telephone)

General:

1. Chairman's Remarks

2. Approval of Minutes

Mr. Hicks moved to approve the minutes of the April 6, 2020 regular meeting.

The motion was adopted unanimously.

3. Communications and Report of Chief Executive Officer

Mr. Calderone presented the Communications and Report of the Chief Executive Officer for the month of June 2020

4. Interesting Correspondence

Management Reports:

5. Chief Financial Officer

Mr. Zonsius presented the Financial Report for the month of June 2020

6. Project Development

Mr. LaClair presented the Project Development Report for the month of June 2020.

7. Counsel

8. Concessions/Ambassador Program Month of June 2020

9. Public Affairs Month of June 2020

Action Items:

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

10.1 Construction Contract: Authorization to Award Construction Contract 1039-GC Passenger Boarding Bridge Improvements to AERO Bridgeworks, Inc.

Mr. Iachetta recommended authorization to award Contract 1039-GC for Passenger Boarding Bridge Improvements to qualified low bidder AERO Bridgeworks, Inc. in the amount of \$2,520,000. The contract scope includes replacement of existing passenger boarding bridges A-3, A-5, B-10 & C-1 and the removal of the Over-the-Wing bridges at gates C-2 & C-3. The existing passenger boarding bridges are over 20 years old and the maintenance costs to keep them operational increases annually. The new bridge installation will include removal of the existing unit and installation of a newly fabricated unit at each location. Award contingent upon FAA concurrence and compliance with Apprenticeship Program. He advised this contract will be funded

from CPN account number 2251 and will be 90% Federally funded and 10% CARES Act funded.

Mr. Fresina moved to authorize Contract 1039-GC for Passenger Boarding Bridge Improvements to AERO Bridgeworks, Inc. to AERO Bridgeworks, Inc. to AERO Bridgeworks, Inc. in the amount of \$2,520,000 contingent upon FAA concurrence and compliance with the Apprenticeship Program. The motion was adopted unanimously.

10.2 Construction Contract: Authorization to Award Construction Contract 1039-E Passenger Boarding Bridge Improvements to AERO Bridgeworks, Inc.

Mr. Iachetta recommended authorization to award Contract 1039-E for Passenger Boarding Bridge Improvements to qualified low bidder AERO Bridgeworks, Inc. in the amount of \$694,000. The contract scope includes all electrical removal and replacement of electrical equipment for passenger boarding bridges A-3, A-5, B-10 & C-1 and the removal of the Over the Wing (OTW) bridges at gates C-2 & C-3. The existing passenger boarding bridges are over 20 years old and the maintenance costs to keep them operational increases annually. New bridge installation will include removal of the existing unit and installation of a newly fabricated unit at each location. The award is contingent upon FAA concurrence and compliance with Apprenticeship Program. He also advised this contract will be funded from CPN account number 2251 and will be 90% Federally funded and 10% CARES Act funded.

Mr. Fresina moved to authorize Contract 1039-E for Passenger Boarding Bridge Improvements to AERO Bridgeworks, Inc. in the amount of \$694,000 contingent upon FAA concurrence and compliance with the Apprenticeship Program. The motion was adopted unanimously.

10.3 Construction Contract: Authorization to Award Construction Contract 1009-PAV Long Term and Employee Parking Lot Paving to New Castle Paving

Mr. LaClair recommended authorization to award Contract 1009-PAV Long Term and Employee Parking Lot Paving to New Castle Paving in the amount of \$195,892. The contract scope includes removal (milling) of 2” of the existing pavement, cleaning and tack coating of the surface and paving the areas with 2” of Hot Mix Asphalt. The award of this contract is contingent on compliance with the M/WBE requirements.

In addition, each successful contractor and subcontractor utilized by the successful bidder, which are performing work shall have an apprenticeship agreement appropriate for the type and scope of work performed in all trades that has been registered with and approved by the NS Commissioner of Labor. The award of this contract is contingent on compliance with the M/WBE requirements. This contract will be funded from CPN account number 2261 and will be 100% airport funded.

Dr. Greenberg moved to authorize Contract 1009-PAV for the long term and employee parking lot paving to New Castle Paving in the amount of \$195,892 contingent upon compliance with M/WBE requirements. In addition, each successful contractor and subcontractor utilized by the successful bidder, which are performing work shall have an apprenticeship agreement appropriate for the type and scope of work performed in all trades that has been registered with and approved by the NS Commissioner of Labor. The motion was adopted unanimously.

10.4 Professional Services: Authorization to Award Contract S-1042 with CHA Consulting, Inc. for Preparation of the Airport Master Plan

Mr. Iachetta requested authorization to award professional engineering service Contract S-1042 with CHA Consulting, Inc. in the amount of \$749,965. Authorization to negotiate with CHA Consulting, Inc. was authorized at the May 4 ACAA Board meeting. He advised the last full FAA Airport Master Plan was completed in 1979 with a comprehensive Airport Layout Plan Update completed in 1998 by CHA to support Terminal and Air Cargo Improvements completed in 2002. Award will be contingent on satisfaction of Federal DBE program compliance, FAA Contract Concurrence and AIP grant issuance. Funding is programmed with FAA as AIP Entitlement grant #3-36-0001-141-2020 This contract will be funded from CPN account number 2290 and will be 90% Federally funded and 10% CARES Act funded.

Mr. Hicks moved to authorize Contract S-1042 with CHA Consulting, Inc. for Preparation of the Airport Master Plan in the amount of \$749,965 contingent on satisfaction of Federal DEB program compliance. The motion was approved unanimously.

11.1 Change Order #7: Authorization to award Change Order #7 (credit) to Contract # 989-SF New Parking Garage Site and Foundations to LeChase Construction Services, LLC.

Mr. LaClair recommended authorization of Change Order #7 for Contract 989-SF for New Parking Garage Site and Foundations, to LeChase Construction Services LLC in the credit amount of (-\$162,000.00). This item is a credit for the depressurization well which was never completed by the contractor in accordance with the plans and specifications.

Dr. Greenberg moved to authorize Change Order No. 7 for Contract No. 989-SF for the New Parking Garage General Construction to LeChase Construction Services, LLC in the credit amount of (-\$162,000.00). The motion was adopted unanimously.

11.2 Change Order #8: Authorization to award Change Order #8 to Contract # 989-GCr New Parking Garage (Gateway Sign) General Construction to LeChase Construction Services, LLC

Mr. LaClair recommended authorization of Change Order #8 for Contract 989-GCr for the New Parking Garage General Construction to LeChase Construction Services LLC in the amount of \$200,000.00 the contract incentive for early completion. The Contractor completed this project 20 days ahead of schedule, per the incentive \$10,000.00 a day to a maximum of \$200,000.00.

Mr. Hicks moved to authorize Change Order No. 8 or Contract 989-GCr for the New Parking Garage General Construction to LeChase Construction Services LLC in the amount of \$200,000.00 the contract incentive for early completion. The motion was adopted unanimously

12. Authorize CEO to Issue Safety Directives to Ground Transportation Providers at the Airport Due to Covid-19

Mr. Calderone requested to adopt the Special Rule below so that the CEO can issue safety directives to ground transportation companies in the quickly changing environment relative to Covid-19.

SPECIAL RULE RELATED TO GROUND TRANSPORTATION SAFETY
DIRECTIVES
Due to COVID-19

Due to the Covid-19 health epidemic, the Albany County Airport Authority hereby authorizes its Chief Executive Officer to issue directives relative to the operation of ground transportation businesses (Taxicabs, Transportation Network Companies, shuttles and limousines) at the Airport to ensure safety. These directives may include, but not be limited to the wearing of personal protection equipment by vehicle operators and passengers, limitation on shared rides and numbers of passengers, and disinfection of vehicles.

Father Doyle moved to authorize CEO to Issue Safety Directives to Ground Transportation Providers at the Airport Due to Covid-19 and adopt the Special Rule below so that the CEO can issue safety directives to ground transportation companies in the quickly changing environment relative to Covid-19.

SPECIAL RULE RELATED TO GROUND TRANSPORTATION SAFETY
DIRECTIVES
Due to COVID-19

Due to the Covid-19 health epidemic, the Albany County Airport Authority hereby authorizes its Chief Executive Officer to issue directives relative to the operation of ground transportation businesses (Taxicabs, Transportation Network Companies, shuttles and limousines) at the Airport to ensure safety. These directives may include, but not be limited to the wearing of personal protection equipment by vehicle operators and passengers, limitation on shared rides and numbers of passengers, and disinfection of vehicles. The motion was adopted unanimously.

13. Authorization of Federal and State Grants

13.1 Acceptance of Federal Airport Improvement Program Grant No. 3-36-0001-141 2020; Prepare Airport Master Plan

Mr. Iachetta recommended Acceptance of Federal Airport Improvement Grant No. **3-36-0001-141 2020; Prepare Airport Master Plan** as follows in the amount of \$676,039 Federal Share 90% and Federal CARES Act \$75,116.00 for a total of \$751,155.0.

Mr. Fresina moved to authorize the Acceptance of Federal Airport Improvement Grant No. **3-36-0001-141 2020; Prepare Airport Master Plan** as follows in the amount of \$676,039 Federal Share 90% and Federal CARES Act 10% \$75,116 for a total of \$751,155.00. The motion was adopted unanimously.

13.2 Federal/State Grant: Acceptance of Federal Airport Improvement Program Grant #3-36-0001-142-2020; Replace Boarding Bridges A3, A5, B10, and C1; Remove OTW Bridge C2 and C3; Design and Construction; Phase 4 of 6

Mr. Iachetta recommended Acceptance of Federal Airport Improvement Grant No. 3-36-

0001-142-2020; Replace Boarding Bridges A3, A5, B10, and C1; Remove OTW Bridge C2 and C3; Design and Construction; Phase 4 of 6 in the amount of \$3,140,730 Federal Share 90% and Federal CARES Act 10% \$348,970 for a total of \$3,489,700 to support Contracts S-1039; 1039-GC and 1039-E

Ms. O'Connor moved to authorize the Acceptance of Federal Airport Improvement Grant No. 3-36-0001-142-2020; Replace Boarding Bridges A3, A5, B10, and C1; Remove OTW Bridge C2 and C3; Design and Construction; Phase 4 of 6 in the amount of \$3,140,730 Federal Share 90% and Federal CARES Act 10% \$348,970 for a total of \$3,489,700. The motion was adopted unanimously.

Old Business: None

New Business: None

Executive Session: Attorney-Client Privilege Matters:

Mr. Gorman made a motion to go into Executive Session to discuss two matters of Attorney-Client Privilege:

ES-1 – Employment history of a particular individual.

ES-2 – Employment history of a particular individual.

Dr. Greenberg moved to go out of Executive Session. The motion was adopted unanimously.

There was no action taken on either of the Executive Session items.

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

ALBANY COUNTY AIRPORT AUTHORITY

REGULAR MEETING

AGENDA

June 8, 2020

General:

- 3. Chairman's Remarks**
- 4. Approval of Minutes**
Regular Meeting – April 6, 2020
- 4. Communications and Report of Chief Executive Officer**
- 4. Interesting Correspondence**

Management Reports:

- 5. Chief Financial Officer**
- 6. Project Development**
- 7. Counsel**
- 8. Concessions/Ambassador Program (Refer to report.)**
- 9. Public Affairs (Refer to report.)**

Action Items:

- 10. Authorization of Contracts/Leases/Contract Negotiations/Contract Amendments**
 - 10.1 Construction Contract: Authorization to Award Construction Contract 1039-GC Passenger Boarding Bridge Improvements to AERO Bridgeworks, Inc.**
 - 10.2 Construction Contract: Authorization to Award Construction Contract 1039-E Passenger Boarding Bridge Improvements to AERO Bridgeworks, Inc.**
 - 10.3 Construction Contract: Authorization to Award Construction Contract 1009-PAV Long Term and Employee Parking Lot Paving to New Castle Paving**
 - 10.4 Professional Services: Authorization to Award Contract S-1042 with CHA Consulting, Inc. for Preparation of the Airport Master Plan**

11. Authorization of Change Orders

11.1 Change Order #7: Authorization to award Change Order #7 (credit) to Contract # 989-SF New Parking Garage Site and Foundations to LeChase Construction Services, LLC.

11.2 Change Order #8: Authorization to award Change Order #8 to Contract # 989-GCr New Parking Garage (Gateway Sign) General Construction to LeChase Construction Services, LLC

12. Authorize CEO to Issue Safety Directives to Ground Transportation Providers at the Airport Due to Covid-19

13. Authorization of Federal and State Grants

13.1 Acceptance of Federal Airport Improvement Program Grant No. 3-36-0001-141 2020; Prepare Airport Master Plan

13.2 Federal/State Grant: Acceptance of Federal Airport Improvement Program Grant #3-36-0001-142-2020; Replace Boarding Bridge A3, A5, B10, and C1; Remove OTW Bridge C2 and C3; Design and Construction; Phase 4 of 6

Old Business:

New Business:

Executive Session - Attorney-Client Privilege Matters:

Add On:

ES-1 – Employment history of a particular individual.

ES-2 – Employment history of a particular individual.

ACAA

Moderator: Liz Charland
June 8, 2020
11:21 a.m.

Man 1: All right. It's 11:30 so we're going to call the meeting to order. And thanks, for everybody who is here and everybody who is online. It's nice to see faces again. The first order of business is to approve the minutes from our last meeting which was April 6th. Any additions or changes to those minutes? If not, I'll take a motion to approve. (Kevin Hicks). Second, (Sari). All of those in favor?

Man: Aye.

Man: Aye.

Man 1: The minutes are approved. Phil Calderone will give us a report now.

Phil Calderone: I'm going to echo (Father)'s comments about it's nice to see faces and everyone - having everyone in the room again. And we're - welcome to everyone who is listening in remotely. I thought what I would begin doing is just take us through since we're, you know, moving into hopefully a new phase, the reopening phase for our state. I'll take us back through a little bit of where we were in February and what the airport did in response to the

Coronavirus pandemic crisis.

Beginning in February, we - reading about what was happening throughout the world and other locations, particularly in China and Europe, we began taking steps here proactively at Albany International, by convening a Coronavirus taskforce. The members of the task force grew over time to include (unintelligible) center. But Dr. (Greenberg) has been there from the beginning along with representatives from the Sheriff's Department and from Air Traffic Control and TSA, Homeland Security and our own fire department (unintelligible) and authority of staff.

And with that task force, we began reviewing and implementing plans that we had already had in place here at the Authority, including our disaster preparedness plan, the pandemic preparedness plans which were very well done. But we did tweak them a bit and we for example, worked with Air Traffic Control to work on a remote plan should there be a need to close down this - our operation. That was something that was not in the pandemic preparedness plan and it's something that we did early on that helped us in a way I think that avoided problems with other airports.

We also were fortunate that we had (Cyber WA) on retainer. We brought them in after we had the ransomware attack. And they were in the process of meeting with all of the different operation centers here at the airport, accepting and putting together a plan for critical needs at the airport should there be any kind of a disaster. And we worked with (Cyber WA) to refine that plan to tailor it to specific needs for remote working in the event that that's the single possibility. And of course, that is exactly what happened.

Moving into thinking of March through April, we saw a dramatic change in - as did the world, in the way operations took place here. We went from having

nearly 4000 folks going through the TSA checkpoints to having nearly - by the end of April, a 97% reduction in folks going through the checkpoint. And that required us to begin early in March, doing some things to assure passengers that we were doing everything possible to protect their safety.

It began with simple things in the beginning like installation of hand sanitizers and the distribution of our now infinite bottles of hand lotion. But it again became a much more involved protocol. We followed CDC guidelines, we purchased high intensity cleaning sprayers. We began a protocol of disinfecting all surfaces in the terminal. We purchased touchless timekeeping systems to protect our employees, we began working with the employees' unions to share with the airlines, the concessions, and the media, to get the message out of what is happening at the airport and what the steps were that we were taking to ensure the traveling public that we at the airport were ready for travel to be as safe as possible.

We also looked at our financial situation because with a 97% reduction in folks at the checkpoint obviously our passenger facility charges, our parking fee revenue and landing weight charges from the airlines were being impacted in significant ways on the revenue side. So we began looking at the expense side to see how we could limit expenditures, toe the line on discretionary spending, limit capital expenditures where possible and working with the unions very successfully, to repurpose employees so that money that we would have spent on outside contractors, we repurposed employees to do that kind of work so that we were able to avoid furloughing or laying off employees.

We also closed the below parking areas, we closed the parking garages, we ended shuttle and valet services all in an effort to save money on the expense side. We also were faced with the governor to approve executive orders to try

to make the state stay safe. Those orders included (CS40). We were part of the state workforce that was ordered to reduce our nonessential workforce, (ICE), risk employees here at the (surety) by as much as 50%. We did that.

And as I mentioned earlier, because of the work that had been done by (Cyber WA), (ES) and our own IT department, we were able to set up employees so that they were able to work remotely. We began having daily call-ins with all of our employees every morning, routinely both to keep track of work that was going on and also to keep morale up.

In February we had a lot of work going on here at the Authority as (John LaClair)'s filing will attest to. At that point of February we were literally meeting every single day, with different groups of contractors and subcontractors as well as our general construction manager, Turner, on the status of different aspects of the airport that were under construction. Work in the terminal, work, you know, in the new parking garage and we had a deadline, if you'll recall, a deadline of March 31 which we were very successfully moving toward and which we did accomplish.

But during that time period the governor's executive order also included shutting down all non-essential work. We made determinations of projects that were going to be put on hold and we gave the move forward and met our deadline of completing the essential projects by March - that deadline of March 31st. But it also required us to coordinate safety protocols with all of the construction workers here working in the terminal or in the garage.

And thanks (John) and Turner for ensuring the safety of all the workers who were coming into the airport, to complete those construction projects. Simultaneously, we were at this point, realizing that the world of aviation was in the disaster mode and we began working with our colleagues and our

lobbying groups through AAAP and New York Association of Airline Executives, to lobby for CARES Act funding. Our folks here at the Authority, made direct contact with our Congressional leaders and with Senator Schumer's office in particular.

Airports were not included in the first CARES Act round of funding, the first draft of the bill. We pushed hard to explain that if we weren't successful the beer and wine industry was not going to be successful in a recovery. We were able successfully, to make our case and happily \$10 billion in CARES Act funding was included for airports and our share of it was a significant amount of money, over \$15 million which we'll get more to in a minute.

We also began working on enhancing at the same time, the importance of airports to the economy and impressing on folks the work that we were doing. And I did in that regard, a number of outreach opportunities, some provided by the County Executive, others provided by local media, to tell our story of what we were doing and our importance to the region. Once we did receive notice that the CARES Act funding had been approved and the \$15 million plus to our airport, we began the process of obtaining FAA approval to use that CARES Act money to begin paying payroll and debt service at the airport.

It's critical to us. It's my goal. We'll talk about it to ensure that we have adequate revenue and have adequate revenue to meet our bond covenant. And that's why we structured our CARES Act funding as we have. And FAA was very pleased with our proposal and I'm happy to say that we've already received over - we received two installments of CARES Act funding already. And I'm hopeful that the remainder of the CARES Act funding we'll come in so the rest of you will carry up through without having to dip into reserves if we continue to be prudent.

At the same time that we were working on CARES Act funding, we were again focused on getting our message out to the public and letting the public know, both public coming into the terminal as well as general traveling public, the steps that we were taking here at the airport to protect those coming into the terminal. And we began putting into place requirements that folks coming here are needing to wear. And we did this earlier than I think most other airports throughout the country.

Wear face masks in not only the terminal but all airport buildings. We began working with all of the businesses here at the airport and there are many including all of the concessionaires, to put into place the governor's return to work plans that are required to be in place before businesses can reopen. We also began installing throughout the terminal, things like the social distancing footprint that you see. We work with TSA on cleaning protocols, we work with the airlines, TSA and concessionaires on installing Plexiglas shields at all contact point interactions with the public, to protect both the workers and the public.

We purchased and have installed UV lighting treatments for the handrails on the escalators. We installed high filtration screens on all air handlers in the terminal, as well as increased air flow in the terminals to create better circulation and better purification of the air. Again, I mentioned the touchless time clock. We are now going to be working with ground transportation at the airport and I'll talk more about that later on in the meeting, to ensure that those coming to the airport can pick folks up, packaged as Uber, Lyft or shuttle buses will have sanitation protocols in place.

We're beginning to explore new touchless - we're continuing to (explore) new touchless technology. And in that regard, we're working with critical partners

who reached out to GE Research and Development, through (RPI), and to (AC)'s Pleasant Valley Community College, to help us in this regard. I'm thrilled that Dr. (Jackson) has assigned two of her top (unintelligible) to work with us. And we will be able to discuss exploring the partnership and ways they can work with us.

Our relationship with GE has been very, very productive. Dr. (Nelson) who is one of their top scientists, he's actually working on one of the critical Coronavirus vaccines, has volunteered to be a resource to us to review new touchless technologies that we've already asked his opinion on. And so we're very fortunate to have some very high level, high caliber folks working with us as we move forward. Preparing for the recovery we're working on our master plan and that's inflating opportunity. We'll be talking about that also later on in the meeting.

It's going to be an opportunity for us to again tell the public about the exciting plans we have here in the future, in the very near future hopefully, as we begin to grow and expand our footprint as an economic development driver for the region. And in that regard, we have a number of projects that we're seeking approval from the AIA for capital projects going forward in the future. And we're working with the airlines on renewing our use and lease agreements with them.

We had a very productive meeting at the end of last week with both Southwest and American. And we're sending that - (Michael) and I, a letter summarizing that meeting. So hopefully if they are in agreement, we will bring back a proposal to the board at the next meeting of the board. And we are continuing to work with the airlines, with TSA and all of our partners, to instill confidence that the airline industry is back and ready and will rebound.

In March I see that just this morning we were down by 97% as I mentioned earlier, by the end of March, the beginning of April. This past Tuesday we had 543 folks through the TSA turnstile and on Friday we did 1000 again. Going into - the younger generation will not remember this movie, but there's a movie Being There with Chance the gardener, it's a Peter Sellers movie. It's an allegorical film, one of my favorites. And this is a line from Chance the gardener. Growth has its seasons. First, comes spring and summer. We've been through a tough spring and summer, we probably will have a challenging fall and winter as well.

But we're going to have a new spring and we're going to have a new summer and we'll be back. The country will be back. Our airport will be back and we're ready. So that's my presentation. And I included this photo, I wish those on the line could see it. It's a photo of a number of (hosta) flowers that you might see around the airport. One of the things that I did do, we had an opening that asked for a gardener. I enticed the former city gardener, (Judy Stacy). Many of you might remember her. She's an award-winning gardener and extraordinary woman.

She used to fly to Holland and pick out the tulip bulbs herself that she would plant for the city. I enticed her to be our gardener at Albany International. So I expect great things for the airport to be blooming again, literally and figuratively. So thank you everyone.

Man: Well, thanks, Phil. I - you never dreamed when you took this job that you'd have to learn so much all at once because of the circumstances. But you've kept on top of it all and we're (unintelligible). Any questions for (Phil)?

Man: (Unintelligible) of bringing in the medical aspect to things and (technical) on top of (unintelligible). And just the implication is (unintelligible). And we

were aware and we were thinking about - Phil was thinking about things long before the (unintelligible).

Man: Terrific. Terrific. Next, Michael Zonsius. You may not recognize him with the haircut.

Michael Zonsius: Thank you, (unintelligible). Interesting times but we're really getting better and we're passionate with (unintelligible) we're going to be okay. This is where we work. This is (unintelligible) and as we continue we have to (unintelligible) going back, you know, to April we were about 300,000 (unintelligible). Well over the next, you know, eight months, May through December, we expect probably around another 300,000 (unintelligible). The reason is, is what we've seen from Fitch, you know, the rating agency (unintelligible) they came out with what the projections are.

I mean correct (unintelligible) gap but they're pretty solid here and it's what we're going with. And after discussions with Phil, we decided on what (unintelligible). The imaging that we were (unintelligible) for this year we were (unintelligible) down 40%, next year 80%, the year after '22, is 84%, the year 2023 86% and thereafter 2024, we'll be up 102%. And that's 102% of what we did in 2019. Although we had 1.48 million passengers, so round it out I use 1.5 million. So what you can see here in the dark purple (unintelligible) color, that's where we are and that we're right here.

And then this green line is what we project for the next eight months. Again, January through April, 293,000 passengers, call it 300,000. So that's what we're projecting for the end of the year, 600,000 passengers. And (unintelligible) running 12-month average, and I use 12-months of running average, just to take the variability out of the (graph). We continue - by giving it would look like a (unintelligible) make sense. But this is where we are right

now. And as we go through the next two months probably down here will be in December.

And then this is the recovery period here. And so then in 2021 we're up 80%, in 2022, 84%, in 2023 I think I said 86% not 88%. And then full recovery by November of 2024. I did want to mention this light green line right here, that's what we project out in 2021. This is- now this is interesting for me. This is the throughput from TSA and the throughput at the airport.

Throughput is the number of people that are going through the - standing at the terminal. Keep in mind some of those people are employees and they're including in those (unintelligible) in material amounts. This is where we were in March and how it came down. This (unintelligible) a weekly basis because every day there's a different number of flights scattered into (unintelligible) Monday through Thursday.

So again, by doing it on a seven-day running average and taking out the (unintelligible) this was (unintelligible). And it looked kind of bleak. I mean it was kind of flat but I'm very hopeful these past few days, Friday, Saturday, Sunday, they came up. You know, 453,000 people go through - nationwide for throughput. So that reached the largest we had and that was yesterday. And in case I didn't mention and I forgot, the blue is the national average or the national amount, the red is the (unintelligible) Albany International Airport.

I've been on sites for (unintelligible) a lot and I should say, you know, pretty much 50% of what the load factor is. So our people flying came in last night. We had people coming off of American, United and Southwest and we're really excited. Oh. I also put the screen back here. And gain, this is where we were at December, around 12,000 passengers per week. That will give us the 600,000 threshold that we are modeling again.

This is the revenues (unintelligible) operating expenses and probably for the first time you've seen operating expenses greater than operating revenues and that is shown on this screen as well. Operating revenue (unintelligible) of course, you know, most of them parking. (Unintelligible) parking. We've got the concession sales. Ranging (unintelligible) are down, however with (unintelligible) be able to (unintelligible) we will get that back at the back end of this. But again, (unintelligible) here. I wish I could.

Man: Does the operating revenue include the federal money?

Michael Zonsius: No. It would not. It will not, because what we regard as secured debt, those are non-operating expenses. And so I don't - and it's good that way because, you know, as I showed you everything would look good. And (unintelligible) it will be good. And here we have the operating revenue divided by the (FPO) (unintelligible) rest of the airport. I separate those because those are kind of like a separate business. Not every airport has one. So I think (unintelligible) at the airport.

Operating expenses are coming down which is probably one of the few good things. (Unintelligible) for the past (two) years. Operating expense again, (unintelligible) for expenses for the (FPO) or course is the (unintelligible) sales across from the fuel for the sale (unintelligible) processing fuel yes, for the sale. And that's broken down between (Jet) A and the (unintelligible) which is for the (unintelligible).

I understand the (unintelligible) is still doing good. It still has cash in these times. You know, so (unintelligible) says, you know, it's a good idea that we, you know, when we get this CARES money perhaps we defer some of it to the next year, only because it will help us meet our debt service coverage into the

next year.

Because, you know, right (unintelligible) right now, this next year when we start in 2021 that we just don't know what it's going to look like. We're planning on, you know, \$1.2 billion in finance which is good. Anything over \$1.1 billion, you know, I (unintelligible). Cash and cash equivalents, everything was good on that. Capital - we're finishing up our project here for the garage. So we spent a lot of capital.

We don't have any really major, major deposits going out at this time. And then of course, the debt (unintelligible) very important. The second project would then - we're just leading our capital. This is the net passenger schedule and I'll just put this for some reference. And this is on a monthly basis. When it's provided to you though in the financial reports, I provided that on a weekly basis for the third week of the last month.

The reason is because it's scheduled to change so frequently and they change from one day Monday, to Friday, the 7th. They're all different. But in the financial statements, I grouped them all and I gave you one week because they are grouped. If you look at the third week of April or the third week of May versus what they put out the third week of June, you'll see a decrease of 45 (flight)s and then we have a decrease of (30) (flights on United to Chicago. But (unintelligible) reflective of the (unintelligible) weeklies in your financial report is automatic to follow the monthly (unintelligible). Any questions?

Man: Questions for Michael?

Man: This is a substantial jump between May and June, so that's going to be a good benchmark.

Michael Zonsius: That's going to get a lot of (unintelligible) for Southwest. Southwest is going to increase their traffic to Baltimore and Orlando.

Man: Even in - even on (commanded) weights and seats? I mean it's all pretty much a big jump between now and next month.

Michael Zonsius: It was a big jump. Yes. You know, and that's why (unintelligible) compared the third week of January to the (unintelligible) the other way. That took effect in April and May and now (unintelligible). But yes, (unintelligible), Baltimore (unintelligible).

((Crosstalk))

Michael Zonsius: Delta now maintains its service (unintelligible).

((Crosstalk))

Man: Is that going to be an issue for us as far as...

Michael Zonsius: I believe that other - I don't think it will. No.

Man: Okay.

Man: AAAE (unintelligible) shouldn't (unintelligible). One good thing that's from Southwest I think, you know, because we have a strong relationship with them, they gave us notice by September (unintelligible).

Man: Okay. Any other questions for Mike? Thank you, Mike. (John LaClair), project development?

(John LaClair): Thank you, Mr. Chairman. Okay. This is the project development report. The first item on the list is (unintelligible) each other (unintelligible) and I hate to say it but (unintelligible) COVID, but we were able to really expedite this job with the reduced number of flights. (Unintelligible) was able to get a lot of work done during the day that normally you wouldn't be able to do.

They had a substantial amount of thresholds (unintelligible) under (tax) (UA)s, existing (tax) (UA)s that were able to be done during the day. It really sped this job up. This job is on track to complete shortly. The only hold up is we have a - we have one set of lights that we're waiting on. The manufacturing company that makes them was shut down for a while. But we are expecting them in July and we'll put them in.

But the rest of this project should be complete by the end of this week as far as everything else. It's just to be we have to plug in the lights and be done. So this - we took advantage of a bad situation. Let's leave it at that. Okay. The drainage job - the drainage job - this is right (unintelligible) road. They had work to do at the South end from wave one. And that definitely affected the flights. We had to shorten the approach pattern, we had - the landing approach for that was short enough.

We gave - the other (unintelligible) with us and we set it up with them to go into two weeks. But the (unintelligible) the whole area, two (unintelligible) they put it all the way across the end of the runway and then did all re-drainage and they were done in less than two weeks.

It's been my (unintelligible) and it turned out that what we did actually made the (unintelligible) better. So that was again, we took advantage of the situation. That was all going to be done (unintelligible) over seven, eight weeks and we did it in about 13 days.

Man: That was (unintelligible)?

(John LaClair): That was (unintelligible). Yes. Moving onto bridges, the jet bridges, this will be an action item for later in this meeting, but we did bid the (unintelligible). Also included in that is the removal of the tool to the wing jet bridges. So that will be an action item for later in this meeting. (Steve) will be presenting those to you for approval. I think the number (unintelligible) produce but they're good.

All the new equipment is in. Unfortunately we don't really get a chance to use it as much as we want. We did close down the garage, the old garage, which actually worked out well for me because we had (unintelligible) do a quick little ceiling patching (unintelligible). With all the floors empty they were able to get in and out in five days and seal all the floors. And we did it with our own in house (unintelligible). All we had to do was buy the material.

We saved a substantial amount of money doing it that way; way over half a million dollars was saved doing it that way. And they were in and out in five days. They did (unintelligible) and sprayed it and put the (unintelligible) and sprayed it and (unintelligible). That looks good. So in doing so we had one weekend where we had one level of the garage, we opened level three. And we did test the (revenue) equipment and it was working very well.

You can see (unintelligible) and you see the number on that board by one. So it's working. Unfortunately it's not getting tested as much as we'd like to but we're working on it. There's the parking garage. It's in the (unintelligible) working on just a little (unintelligible) items, you know, had a little. But other than that it's ready to go. We're ready to open this up and when we get the okay to do so all of the equipment has been tested. Unfortunately the license

plate reader equipment that goes inside the (unintelligible) equipment needs cars in there to actually learn. So we can't test reading license plates.

But in the meantime it's ready to go, it's ready to be tested. We shut it down just to save energy as far as bills (unintelligible) so we've shutdown the lighting as much as we can. Only essential lighting now. We shut down the power for other equipment. We're trying to save some money. But it's ready. When they're ready we're ready. (Unintelligible) square the new ceiling on top, the new lighting. You can see the (unintelligible) set up notes with the bar. We did that all stone and (unintelligible) the new furniture inside, the new tile, the new terrazzo.

Again, that's - we got (unintelligible) people here and there doing (unintelligible) work but I mean again, we're ready to put (unintelligible) and open things up when they're ready. I know Phil and everybody (unintelligible) concessions and get them open again. And as they open we'll adjust the furniture accordingly for social distancing and that type of thing. But it's there. I mean you can see it's there and it's ready to go.

So here is another action item. Again, I'm taking advantage of a bad situation. That is actually our long term parking behind short term, on the grass. We closed up a large section of this and also closed off the employee parking lot and moved them. So we put out bids to repave it. And we got some phenomenal numbers on this. The contract is (resolving) (unintelligible) production. It's not piecemeal work and actually blocked out about a half million to do it. But because we can do it in one fell swoop without any interference, our prices are actually coming in very low.

We have to see it's (unintelligible) for approval, but it's under \$200,000 which is pretty good again. Again, making the best of a bad situation. Air traffic

control - we're ready when they are. Unfortunately as Phil told you, they have their own protocols. We have to wait for them. They're on lockdown. They're really not letting us in except for basic maintenance items. That's all they'll let us do.

They have their own protocols. The one thing that changed their protocol where they open up more it's like we're ready to go in and complete the work (unintelligible) elevator work, and roof work. We have - and it's actually (unintelligible) so it's site work that - we're ready but we're on hold until they let us.

The (unintelligible) is the - replacing the old (unintelligible) another one of our and that's the (unintelligible). The work stopped because it was considered nonessential. So work was stopped on that. We do have all of the equipment. All of the equipment is here ready to be installed. All of the new (unintelligible), the tile work is basically done. But as of right now, HMS has put a hold on it with their contractor. HMS is the concessionaire. They put a hold on that with the contractor.

So once they get ready it'll be about - take about three weeks. I talked to (unintelligible) doing the work. They said they can get it up and running in about three weeks. So - but that's (unintelligible) that. And I'm happy to take any questions if you have any.

Man:

Questions for (John)? Thank you, (John). (Peter Stuto) is there a counsel report? I guess not. The concessions report and the public affairs report you have in print on your program so you can read that at your leisure. And we'll go right to the action items. The first one, 10.1 is (Steve) and this is about the boarding bridge improvements.

(Steve): Thank you very much, Mr. Chairman, Father (Doyle). I'm very pleased to report agenda item 10.1 received very competitive bids for (unintelligible) bidding environment. (Unintelligible) to award our first FAA airport improvement (unintelligible) contract number (unintelligible) general construction has programs with the Federal Aviation Administration under this year's entitlement grant number 142.

The three competitive bids were received after wide advertising. The low bidder is (Harrow) Bridgeworks Incorporated of Marietta, Georgia and has been vetted and recommended by the (unintelligible) hearing in (unintelligible). And so we're recommending your authorization to proceed with this general funded contract, \$2,520,000. Let me clarify, the funding is 90% under the passenger entitlement grant number 142 of 2020, and 10% CARES Act funded.

So those two combined at the 100% federal, AIP plus 10% CARES Act. There is no state or Authority share on this (unintelligible) related item.

Phil Calderone: And that was an additional piece of the CARES Act that we lobbied for. So this is over and above the \$10 million. This is money - this is not over and above the \$15 billion money so there is no local match that applies the CARES Act.

Man: Terrific.

(Steve): So a final note, the final execution of the contracts will be contingent on (unintelligible) contract work because their program over the past years and very favorable bidding once again, competitive bidding and (unintelligible). I'd be happy to answer any questions on this (item).

Man: So in the C terminal there won't be any more back entrances to the planes, right?

(Steve): You would be over the wing (unintelligible) Southwest terminated (unintelligible) here December 31st by Southwest. So the removal of the tool (unintelligible) was a late add to this program which replaces the 20-year-old bridges in A3, A5, P10 and Charles 1.

Man: So I want to clarify that scope (unintelligible).

(Steve): After 20 years of abuse our non-functioning (unintelligible).

Man: Yes. Any other questions for (Steve)? So we need a motion to approve this contract. (/sari). Second, Dr. (Greenberg). All those in favor. Aye. Okay. That's approved. And (Steve), I think you're on for 10.2 again on the boarding bridges, right?

(Steve): Thank you, Mr. Chairman. I have 10.2 relating to the prior item, to contract (unintelligible) which is required to be broken out under the New York State (WIX) law for the same program scope replacing the bridges A3, A5, P10 and Charlie 1. (Unintelligible) competitively bid, three bids were received. Very competitive bids again. Under the engineer's (unintelligible) for awards better than review by staff and the recommendation to work the contract (unintelligible) to the low bidder, (Arrow) Bridgeworks, Incorporated, Marietta, Georgia.

Again, this is a page 4 of 6 program, (unintelligible) bridge replacement of that also. And in prior phases (unintelligible) the low bidder for (unintelligible) also worked with a (unintelligible) electrician who bid on the (unintelligible). So this is not unusual (unintelligible) the same bidder. So the

(unintelligible) work here (unintelligible) the electric portion, the electric contract \$694,000 similarly funded under grant 142 of the share entitlement 90% and 10% carry back. So there is no state nor any Authority funding. It's 100% federal with 90% entitlement and 10% share. I'd be happy to answer your questions on this slide.

Man: Questions for (Steve) on that? Motion to approve the electrical, (Sam). Second, (Tony). All those in favor aye. Thank you. In 10.3 I want to make a comment on this before we start. And just to say that this award is contingent upon the compliance with the minority and women requirements. And each contractor and subcontractor have to have an apprentice agreement for all trade that's been registered and approved by the New York State Commission of Labor. So all of that covers this 10.3.

And (John LaClair), you're going to talk about that - the employee parking lot paving.

(John LaClair): Thank you, Mr. Chairman. As I said during the (unintelligible) taking advantage of the opportunity to have two big lots filled and paved. All bulk in doing so we bid this out and we got some really low prices. And the low bidder for this contract is 1009 (EAV) is \$195,800.92 and that was Newcastle Paving from Troy, New York.

The scope of this work is like I said, (unintelligible) pave it and (unintelligible) surprisingly that we had a half a million dollars earmarked and because it's vital (unintelligible) we got such great prices which is a good thing. So (unintelligible) airport funded but it's an opportunity that I don't know if we'll ever get again between now and (unintelligible) when we get in (unintelligible) done like this.

They could easily go two to three times higher if we had (unintelligible). So I think this is a really good opportunity, but I'm willing to take any questions on this.

Man: (Tony), who is Newcastle? Do you know them?

(Tony): (Dave Valenti) and...

Man: Oh, is that right? Yes.

((Crosstalk))

Man: (Unintelligible).

Man: Any questions on this? Motion to approve the parking lot pavement, Dr. (Greenberg). Second (Terry). All those in favor, aye. Thank you, (John). (Steve), we're going to talk to you about the CHA and the master plan, right?

(Steve): Thank you, Mr. Chairman. I have 10.4 on the agenda (unintelligible) authorization to (unintelligible) contract S1042 CHA. The whole thing is (unintelligible) in preparation of the airport master plan. As authorized at the prior board meeting (unintelligible) negotiation was granted and we have successfully negotiated with an independent fee estimate all in the FAA (unintelligible) for selection of professional consultant services for airport (unintelligible) project. And we come to the resolution that represents for your consideration today, full scope.

The contract (amount) is \$749,965 which will be (KIP) grant funded 90% and 10% CARES Act also, so it will be (unintelligible) share. At this time, Dr. (Folder) will provide a consolidated 20-year version for (unintelligible)

airport. That the master plan - the full master plan was done in 1976 by (unintelligible) who was (unintelligible) ALP update for terminal development.

(Unintelligible) and we've been doing (unintelligible) divisions on an annual basis for all other capital improvements and (revisions), but (unintelligible), the recession of 2008, et cetera.

So it's very timely and appropriate because (unintelligible) as our Chief Executive, has made (unintelligible). I'm excited to present this to you. The contract is contingent on satisfaction of federal (unintelligible) business programs. The program appears to be very well satisfied that that will be further concerns with (unintelligible) about 20% (unintelligible) 4% goal (GDP). Also, FAA (unintelligible) awards for the contract advantage (unintelligible).

So there may be minor technical decisions for the scope (unintelligible) deliverables (unintelligible). The final scope is 2/3 (unintelligible) agenda and we're really comfortable with it being that. And it does appear to satisfy and go above all FAA requirements of the advisory (unintelligible), the design of airports, the airport master plan in development, and (unintelligible) with FAA on this contract as well. So with that, I'd be happy to answer any questions about the federal funding (unintelligible) for the contract.

Man: What did we approve at the last meeting? We approved entering into negotiations...

(Steve): Correct.

Man: ...with (Bob Parker). Right? And this is the number that they've come up with

and...

((Crosstalk))

(Steve): This is the amount that we were awarded by FAA and this is what we told them we had.

Man: Good. Okay.

(Steve): They wanted a lot.

((Crosstalk))

(Steve): They were over a billion dollars with what they wanted and, you know, (unintelligible) negotiated with them and Michael as well, helped and we got to (unintelligible).

Man: Do they have a team leader?

Man: Yes. The team leader (unintelligible).

(Steve): There's a team leader and a consultant with which (unintelligible) financials were brought down. We had (unintelligible) adjustments with (unintelligible) coordination issue with the contract and that's the fee estimates (unintelligible) and he'll ask you where the (unintelligible) follow the FAA criteria and guidance of the (unintelligible) selection (unintelligible).

Man: The (ALP).

(Steve): They were (unintelligible) to meet in the middle or below the middle and still

ensure full deliverables even with the (unintelligible). So a quick synopsis of a full month's effort. Thank you.

Man: Motion to approve this contract with CHA and (unintelligible)? (Kevin) moves. (Sam) second. All those in favor. Aye. Thanks. Thank you, (Steve). And then we have a couple of change orders on the parking garage and (John), you're going to handle those. Right?

(John LaClair): Yes. Thank you, Mr. Chairman. Okay, let's - starting with Item 11.1, I'm looking for the board's authorization to (unintelligible) number 7 to (unintelligible) SF with the foundation for the new parking garage to (unintelligible) financial services. As you'll notice, this is a credit. This is for a well that was not developed and we didn't have the measures to handle this. This is the (unintelligible) that was brought in. This is a vital changeover for this job.

We're (unintelligible) this job out and assuming the changeover gets approved the vital contract increase over the original bid price will be under 7-1/2% on this job, which with that site was not bad at all. That was a pretty (unintelligible) as the board is aware from some of the (unintelligible) you have approved for me. But this is (district credit) and I wanted to make sure that the board knew that we realized that. It was something that didn't pan out the right way. So we didn't just let it go away. We made them pay back for that.

Man: So we need a motion to accept the \$162,000. Right?

(John LaClair): Actually we'll be getting 62.6 (unintelligible). Right?

Man: Correct.

(John LaClair): Is that enough?

Man: No.

Man: Motion from Dr. (Greenberg)? Second, (Sam). All those in favor.

Man: Aye. And let's see, (John) you have the sign, the gateway sign, right?

(John LaClair): (Unintelligible) for the many (unintelligible) parking guys. It does - which does include the gateway sign too but this is for the general construction part itself. Again, this is a vital changeover to close out the (unintelligible) as far as the (strategy) (construction). This is the GP. This is for (unintelligible) \$200,000 and by contract that's the contract of bonus money for completing ahead of time. They did complete it within 20 days in advance of the contract, so this is the bonus money.

There is a lot of other back up material. You'll see it at the board agenda and what that is, is negotiates prices back and forth between credits owed to us and additional work that they did which basically became zero. Not basically. Became zero. So the only thing we owe them is \$200,000 only and that will close this project up.

Man: We're meeting the timeline up at the (unintelligible).

(John LaClair): We're meeting the timeline (unintelligible) by contract 20 days (unintelligible) get that. So this will close - if the board approves this \$200,000 this will close this project out with the same percentages (Sam) that we looked at, and then (unintelligible). Just so you know, even with all of the changes including the (moment), the contract price came in at 7.7% over the original (date). We

were low in the (unintelligible) which was pretty good. But again, this site was a tough site and it's tough to see we're working there.

Man: And as I mentioned, you know, those last couple of weeks during the Coronavirus crisis they kept the work going.

(John LaClair): Yes. They kept the work going and we (unintelligible) and that's with the bonus. So that's pretty appreciable.

Man: We don't have any discretion here. We agreed in the contract that...

(John LaClair): Correct.

Man: ...that we do give them back this money.

(John LaClair): Correct.

Man: Okay. Motion to approve, (Sam). Second, (Sari). All those in favor. Thanks, (John). Phil, we're going to talk about the safety directive.

Phil Calderone: So I mentioned earlier in the slideshow, one of the things that we're proud of here is that we have been taking I think very proactive steps to make sure that all of those who enter our terminal are safe. I want to make sure that everyone also leaves the terminal safe as well. And so what we like to put into play with the board's permission, are some directives that are consistent with published CDC guidelines for the operation of Uber, Lyft, taxicab drivers and shuttle drivers, who come onto airport property.

It's requiring them to - the drivers to have face masks, requires passengers to wear face masks, will require a protocol that the cabs - the vehicles - Uber and

Lyft vehicles maintain a log of every (unintelligible) if it's sanitized after each passenger so if the passenger for the airport wanted to see that log that log would be produced. So it's another step that we're talking to ensure the traveling public that they're safe if they come to this airport and when they leave and get into a cab or a vehicle that is also taking steps to ensure they're safe.

Man: So there's no financial component to this? It's just...

((Crosstalk))

Man: ...Phil to make sure the ground transportation stays safely.

Phil Calderone: This is going to require me to directly (unintelligible) and possibly a member of (unintelligible).

Man: Motion to approve that, Dr. (Greenberg). Second, (Tony). All those in favor. Aye. Thank you, Phil. And now we have to authorize a couple of grants. (Steve), you're on the airport master plan, right?

(Steve): Thank you again, Mr. Chairman. For this report we're ready to accept the federal airport (unintelligible) program grant number 141 of 2020. There is no safety (unintelligible) deleted. As mentioned, it is 90% federal AIP with 10% (unintelligible) funding which is 100% federal. (Unintelligible) 90% share is going to be 5000, 1.6 is the 10% CARES Act for a total of \$751,155 with respect to the (unintelligible) contract authorized previously.

It was reviewed and confirmed with FAA staff and we do (unintelligible) the FAA grant documents. The backup presented to (unintelligible) agenda was the application (unintelligible) signed by (CDO). I'll be answering questions

on this federal (VIP) grant.

Man: I'm wondering about the figures. You said 700,000 and some and our materials...

((Crosstalk))

Man: Okay. Okay.

(Steve): I'm wondering which (unintelligible).

Man: Okay, great.

(Steve): I've got it here and it is strictly the (unintelligible) contract authorized the two items.(unintelligible) towards the agenda is 10.2 with (EHA) consulting (unintelligible) small independent estimate purchase order including for federal reimbursement as an eligible expense.

Man: Okay. So \$751,000 is correct?

(Steve): ...for that at the same (contract).

Man: Okay. Good. Motion to approve that? (Sam). Second, (Tony). All those in favor? Aye.

((Crosstalk))

(Steve): ...planning in a few years so it...

((Crosstalk))

Man: I mean one of the things that we depend on is (unintelligible). So - and it's a requirement, a number of community outreach efforts to advise the community (unintelligible) as well as we're going to want to go to the editorial board; we're going to want to, you know, inform the public we'll be looking for their input. So it's difficult to use a lot of that, you know, in a Coronavirus situation. So we may delay some of the (unintelligible).

(Steve): We're fully (unintelligible) periodic meeting reports among the multiple advisory committees and three public meetings (unintelligible). We'll work that (unintelligible).

Man: I think we have one more contract - a grant to approve. And that's the boarding bridges and that is the 3.5. (Tony)?

(Tony): Thank you, Mr. Chairman. Item 13.2 of the (unintelligible) federal airport (unintelligible) program grant number 142 of 2020 (unintelligible) design and construction. (Unintelligible) is the designer of record. The competitive bid has been authorized and the total combined design with construction budget is covered by this grant, totaling \$3,147,000 (unintelligible) the 90% (AIT) shares supplemented by the 10% CARES Act (248970) for a total program just shy of \$3-1/2 million, (unintelligible).

So this has been coordinated with FAA staff and the application was in the agenda and we do expect the federal paperwork to intend to moving things up so we see this as a July 4th meeting since the meetings are on the 4th of the month (unintelligible) favorite airports. They're keeping us on track as this is fully funded. So we appreciate your support.

Man: Motion to approve the acceptance of the FAA grant? (Sari). Second, (Sam).

All those in favor, aye. Thank you. Thanks, (Steve). Phil, anything else? Is there no old business, new business? No executive session?

Phil Calderone: No executive session unless the board feels there's a need for one. We'll have an opportunity afterwards to meet (unintelligible) and (Sue Blanchard) who will be starting (unintelligible) the (counties) of the council and the (unintelligible) directors. So it looks like we have them onboard.

Man: (Unintelligible). Can we go into executive session? I have a question.

Man: Sure. Absolutely. Motion to go in executive session. (Sari) moves, (Sam) second. All those in favor, aye. We're in executive session.

((Crosstalk))

Operator: Has left the conference.

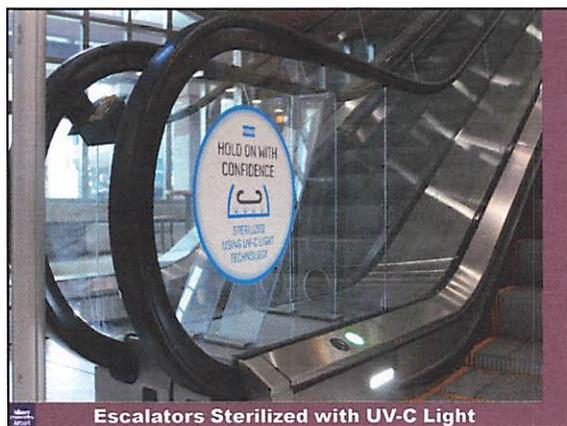
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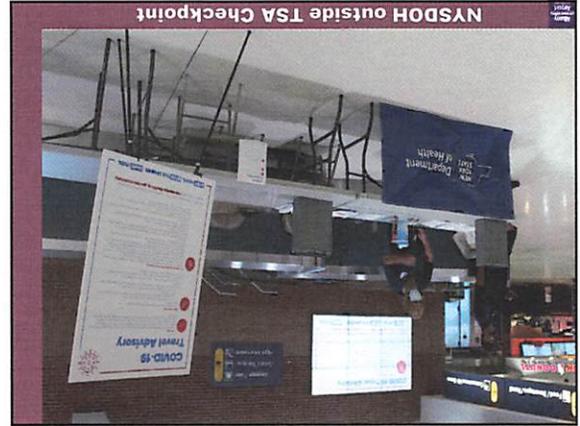
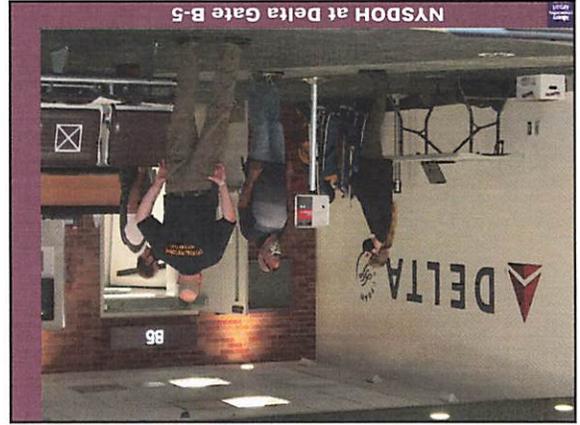
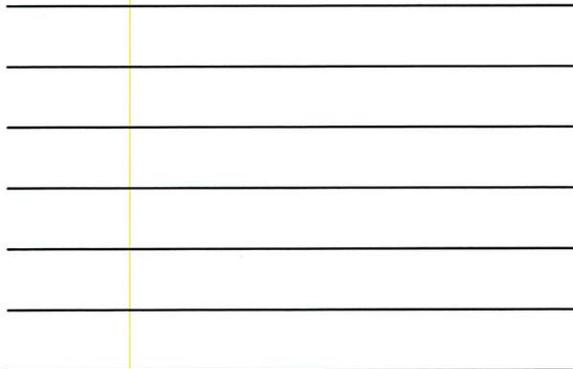
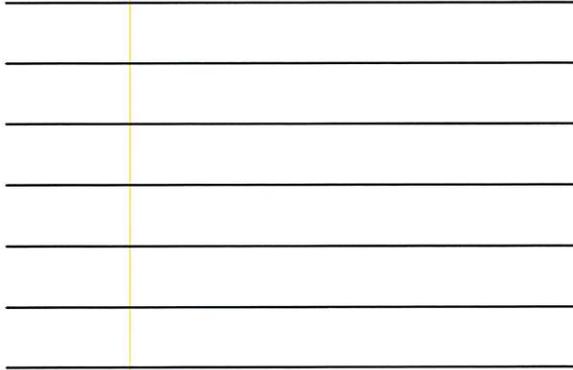
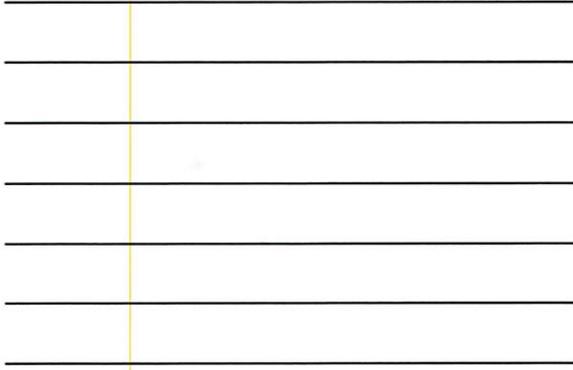
AGENDA ITEM NO. 3

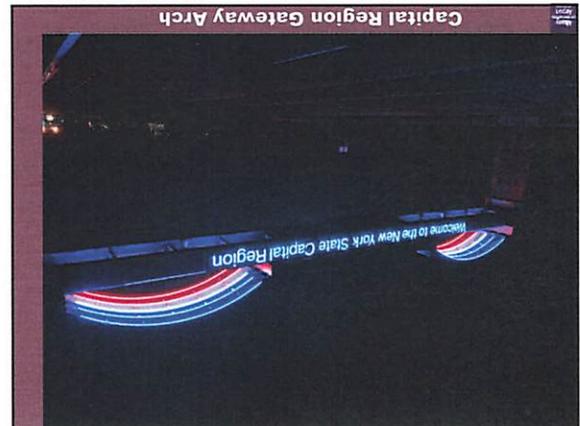
Communications and Report of Chief Executive Officer

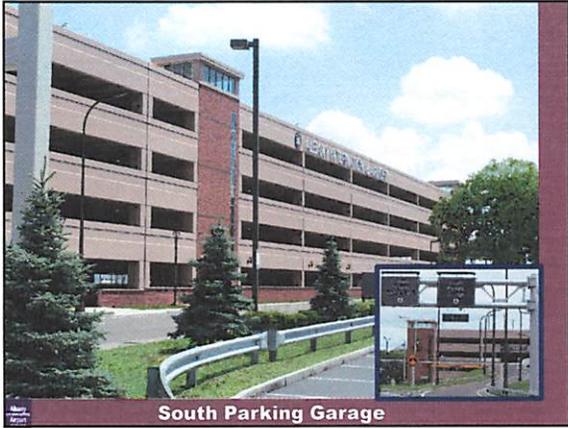


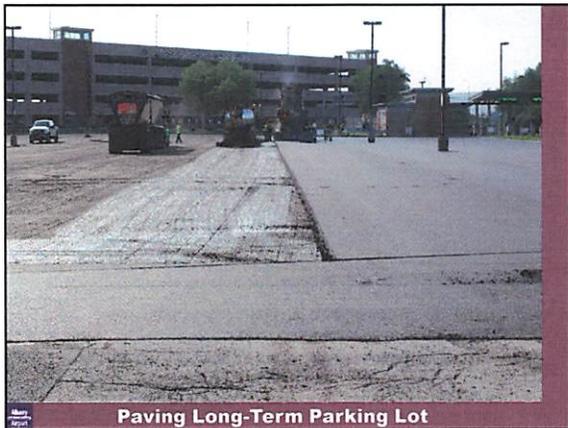








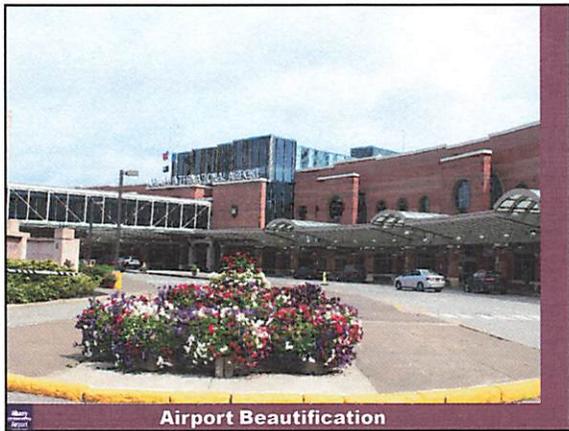








Airport Beautification



Airport Beautification



ALBANY COUNTY AIRPORT AUTHORITY
ALBANY INTERNATIONAL AIRPORT
ADMINISTRATION BUILDING
SUITE 200
ALBANY, NEW YORK 12211-1057

TEL: 518-242-2222
ADMIN FAX: 518-242-2641
FINANCE FAX: 518-242-2640
SITE: www.flyalbany.com

MEMO: July 20, 2020
TO: Albany County Airport Authority Board Members
FROM: Philip F. Calderone, Esq., Chief Executive Officer

Attached is the report of significant events for the period through July 17, 2020 as well as forward-looking, noteworthy items. If you have any questions regarding this report, please let me know.



ALBANY COUNTY AIRPORT AUTHORITY
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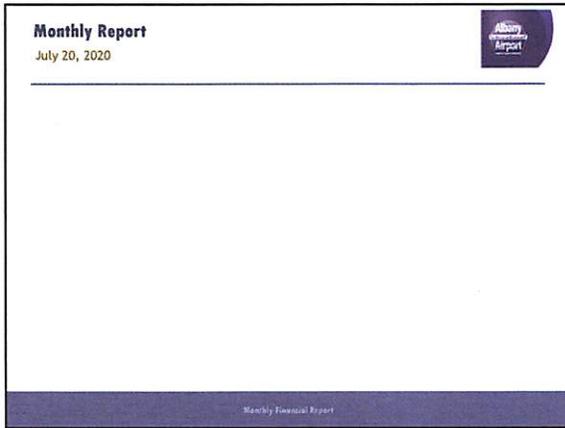
CHIEF EXECUTIVE OFFICER'S JULY 2020 REPORT

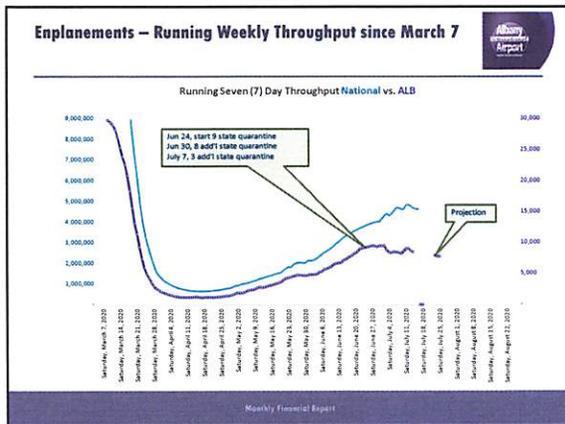
- Fly Safe, Fly Smart (Coronavirus Mitigation Update)
- NYS Executive Order Multi State Quarantine
- Gateway Completion
- Parking Garage Opening
- Mario & Matilda Cuomo Pavilion Opening
- Repaving of Long Term Parking Lot
- Ongoing Grounds Beautification & Improvements
- Signatory Airline Use & Lease Agreement (Update)
- CARES Act Funding/Draft 2021 Budget
- Master Plan (Update)

AGENDA ITEM NO. 4

Financials







Monthly Report

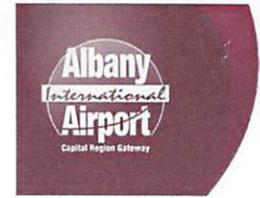
THANK YOU

Monthly Financial Report



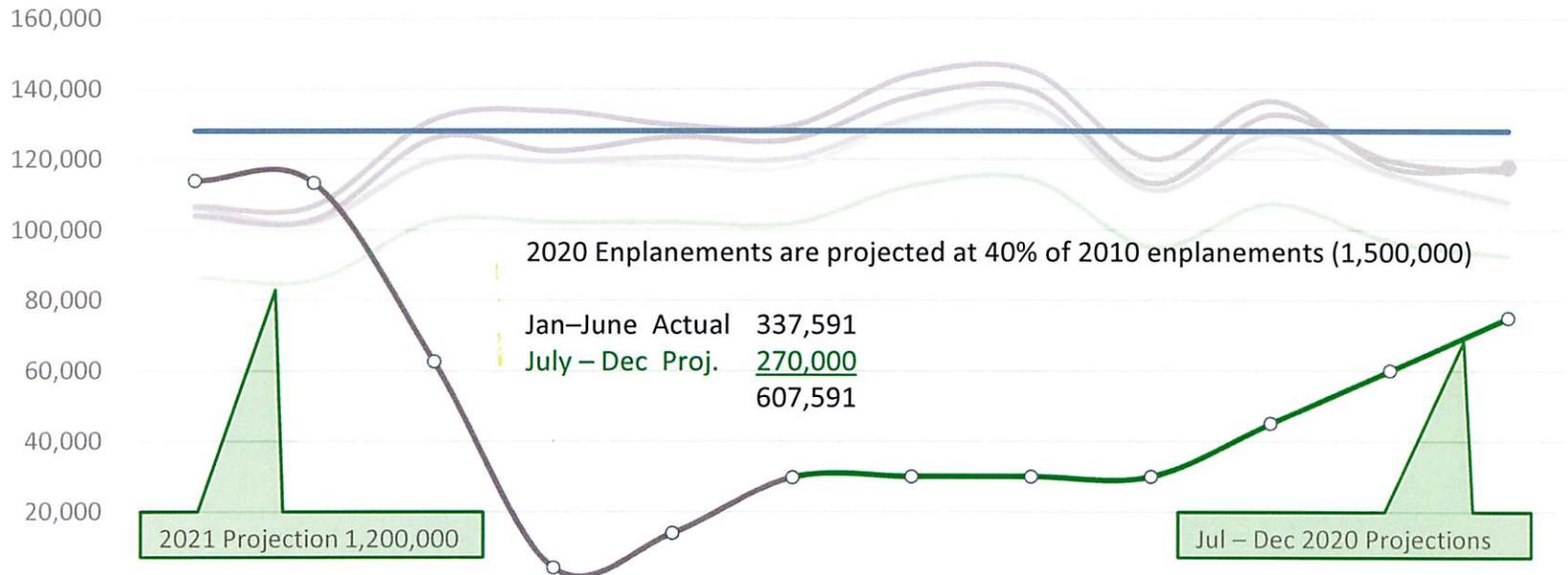
Monthly Report

May 2020



Monthly Enplanements

May 2020



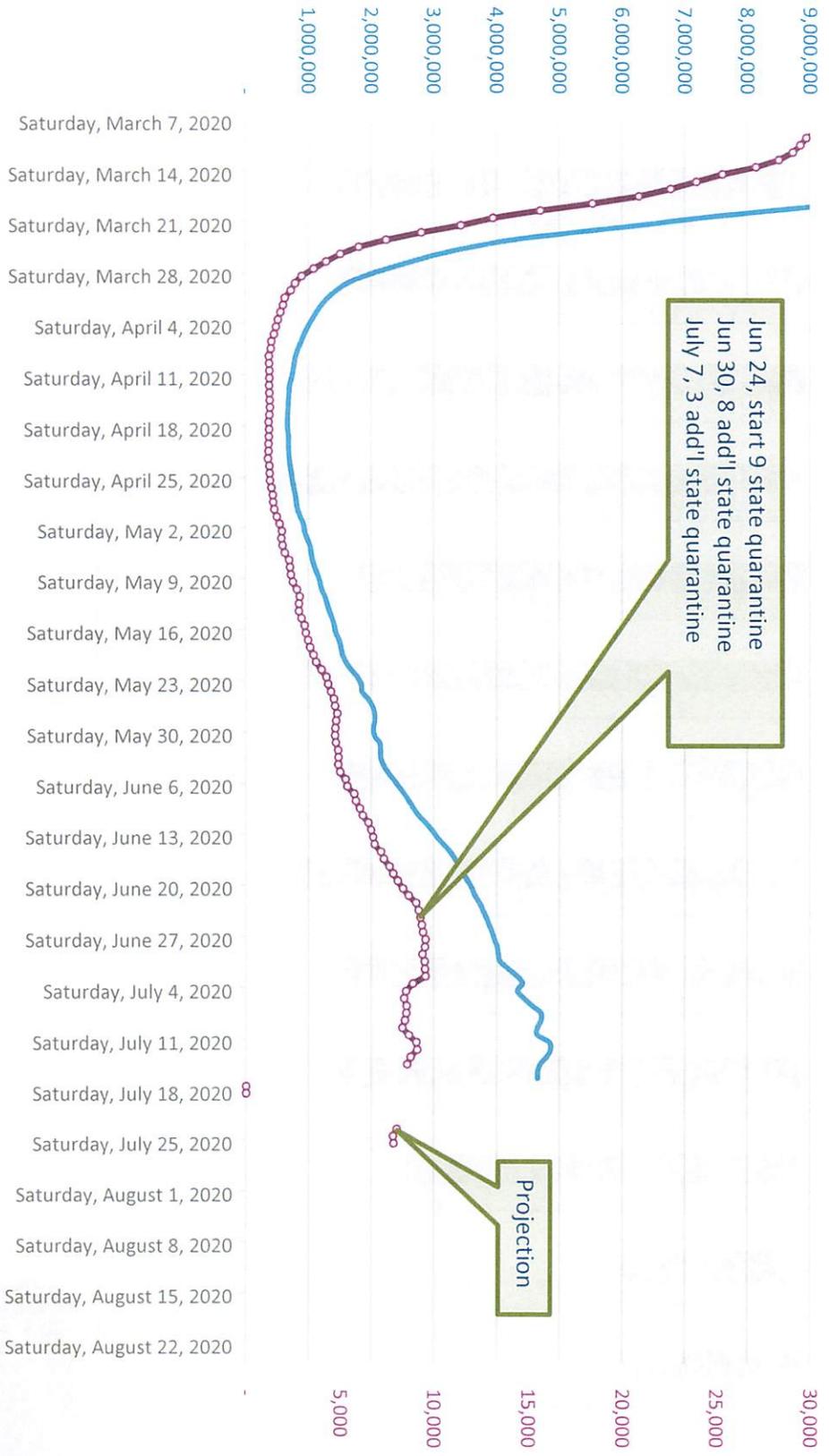
	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
2016	102,325	103,214	119,403	119,362	118,293	117,743	130,930	133,612	115,752	123,374	115,220	106,206
2017	106,168	102,255	119,677	119,423	120,665	120,316	131,916	135,306	111,208	127,281	115,758	107,862
2018	104,011	102,852	126,052	122,342	126,345	125,618	137,983	139,520	113,139	132,723	119,639	116,482
2019	106,622	106,760	131,398	133,722	129,868	129,585	143,957	144,967	120,058	136,558	117,662	117,812
2020	113,870	113,232	62,622	4,147	13,968	29,752	30,000	30,000	30,000	45,000	60,000	75,000
Proj 2021	86,582	85,746	102,572	102,225	102,291	101,897	112,541	114,321	95,058	107,407	96,736	92,621
Budget	128,041	128,041	128,041	128,041	128,041	128,041	128,041	128,041	128,041	128,041	128,041	128,041

Enplanements – Running Weekly Throughput since March 7

May 2020

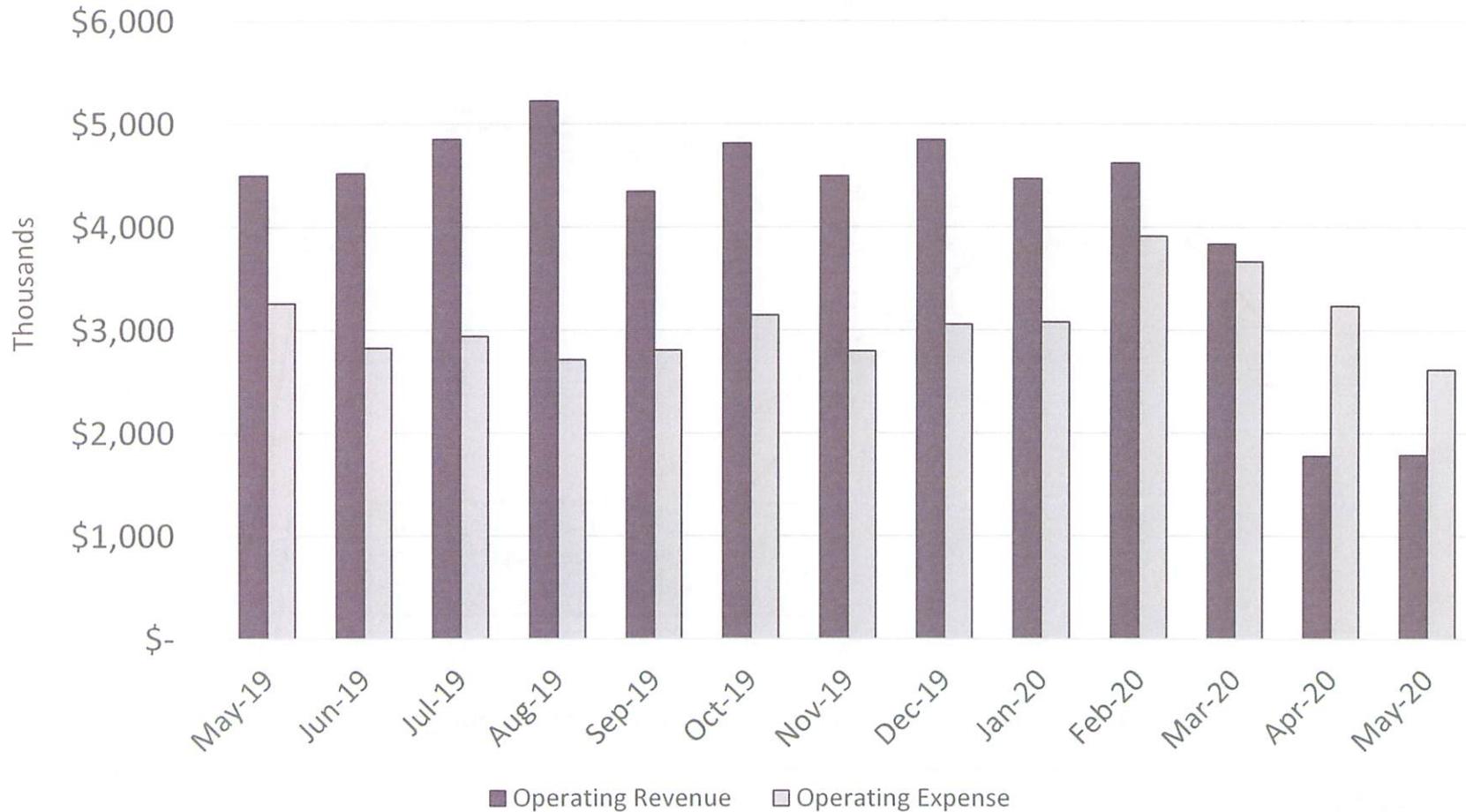


Running Seven (7) Day Throughput National vs. ALB



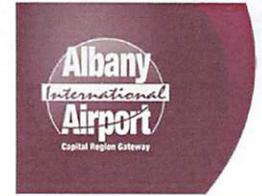
Operating Revenue vs Operating Expense (including FBO)

May 2020



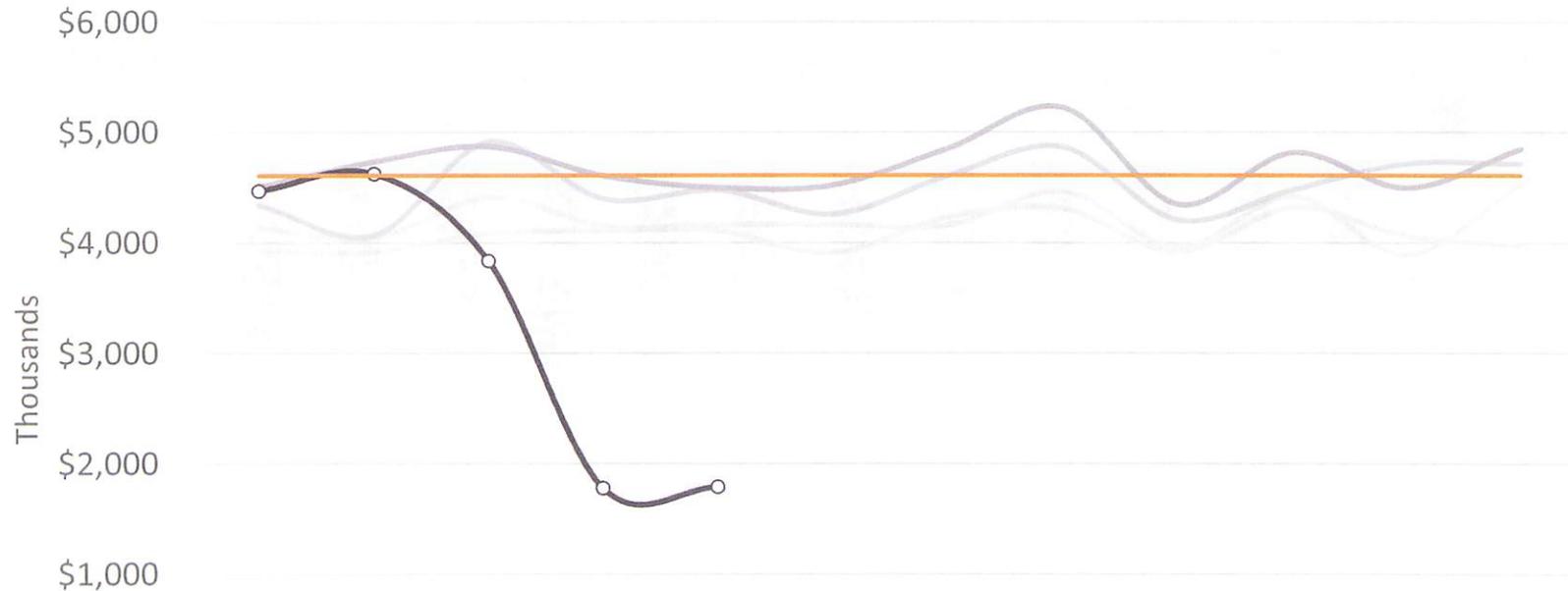
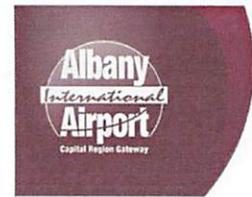
Operating Profit w FBO Operating Profit

May 2020



Operating Revenue

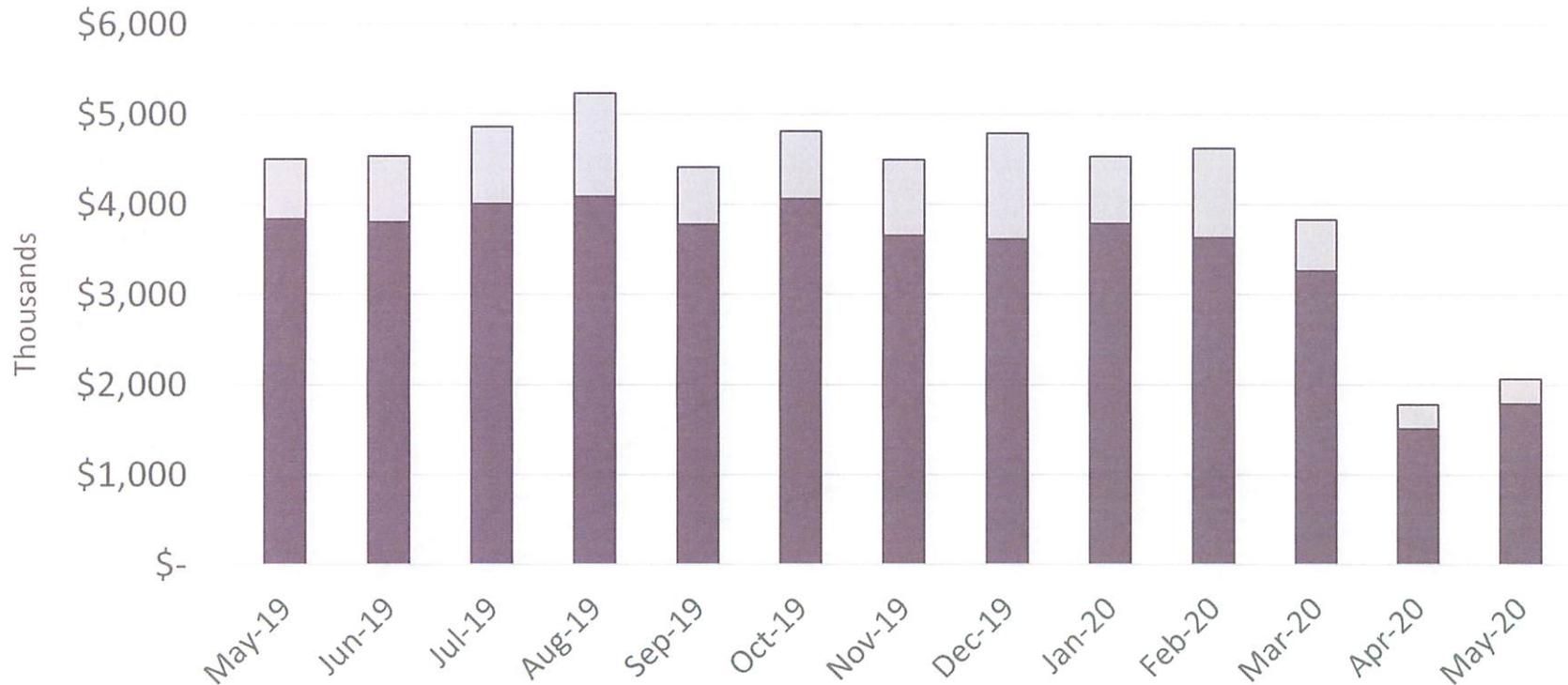
May 2020



\$-	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	4,465,887	4,619,737	3,830,483	1,775,425	1,787,412							
Budget	4,607,697	4,607,697	4,607,697	4,607,697	4,607,697	4,607,697	4,607,697	4,607,697	4,607,697	4,607,697	4,607,697	4,607,697

Operating Revenue

May 2020

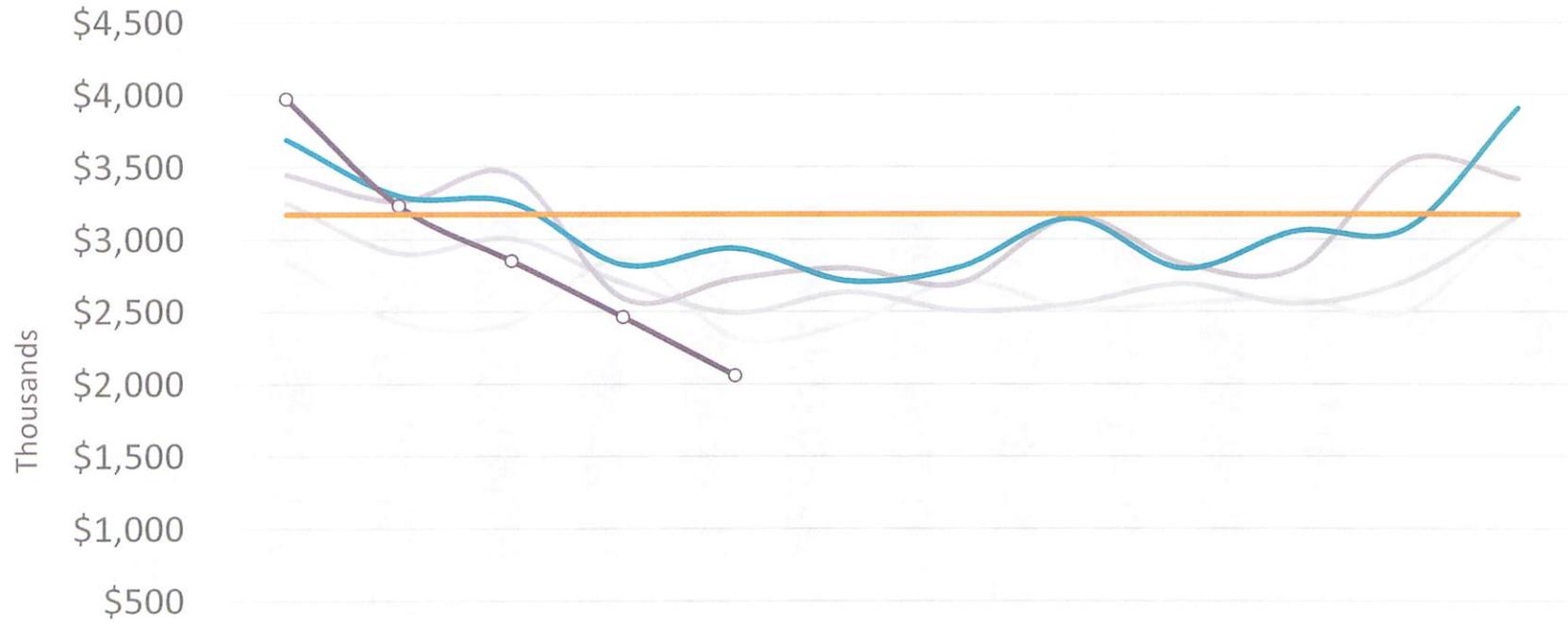
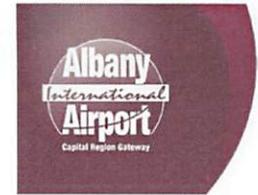


	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20
□ FBO	664,296	729,805	852,230	1,148,274	634,829	751,308	841,822	1,170,465	742,496	986,533	571,488	269,164	279,002
■ Airport	3,839,041	3,804,268	4,007,541	4,085,761	3,777,875	4,059,831	3,654,429	3,615,318	3,788,835	3,633,204	3,258,995	1,506,251	1,787,412

■ Airport □ FBO

Operating Expense

May 2020



	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
2016	2,852,717	2,427,095	2,418,031	2,866,213	2,318,096	2,417,098	2,708,221	2,524,316	2,557,925	2,587,711	2,499,105	3,168,810
2017	3,251,894	2,903,201	3,004,037	2,694,039	2,491,006	2,631,640	2,505,195	2,550,098	2,688,234	2,552,571	2,712,782	3,163,109
2018	3,445,227	3,260,564	3,451,165	2,590,563	2,724,077	2,796,448	2,690,407	3,150,598	2,828,280	2,794,640	3,542,749	3,416,310
2019	3,687,922	3,297,104	3,254,095	2,821,328	2,935,808	2,710,040	2,801,912	3,141,724	2,794,858	3,054,094	3,074,811	3,906,218
2020	3,970,707	3,230,788	2,849,086	2,461,173	2,058,013							
Budget	3,172,139	3,172,139	3,172,139	3,172,139	3,172,139	3,172,139	3,172,139	3,172,139	3,172,139	3,172,139	3,172,139	3,172,139

Operating Expense

May 2020



Unrestricted and Restricted Funds

As of May 2019 & 2020

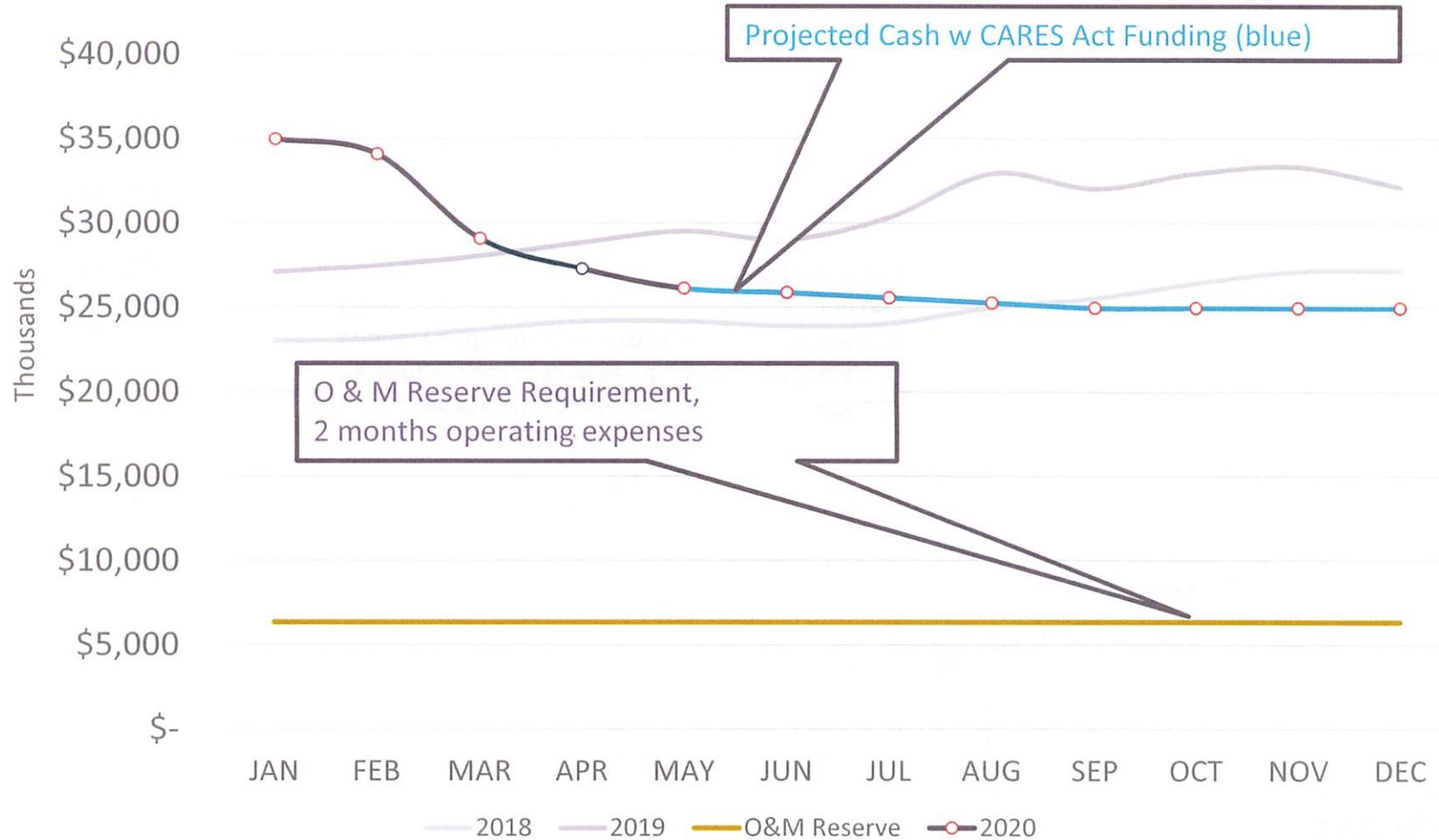
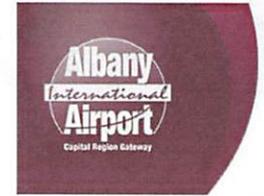


	2019	2020
Operating	\$29,225,713	\$26,095,067
Capital	39,639,779	27,341,193
Reserves – Debt Service	17,807,517	57,330,612
	<u>\$86,673,009</u>	<u>\$110,766,872</u>

2020 Reserves – Debt Service includes Bond Series 2010 held in escrow.

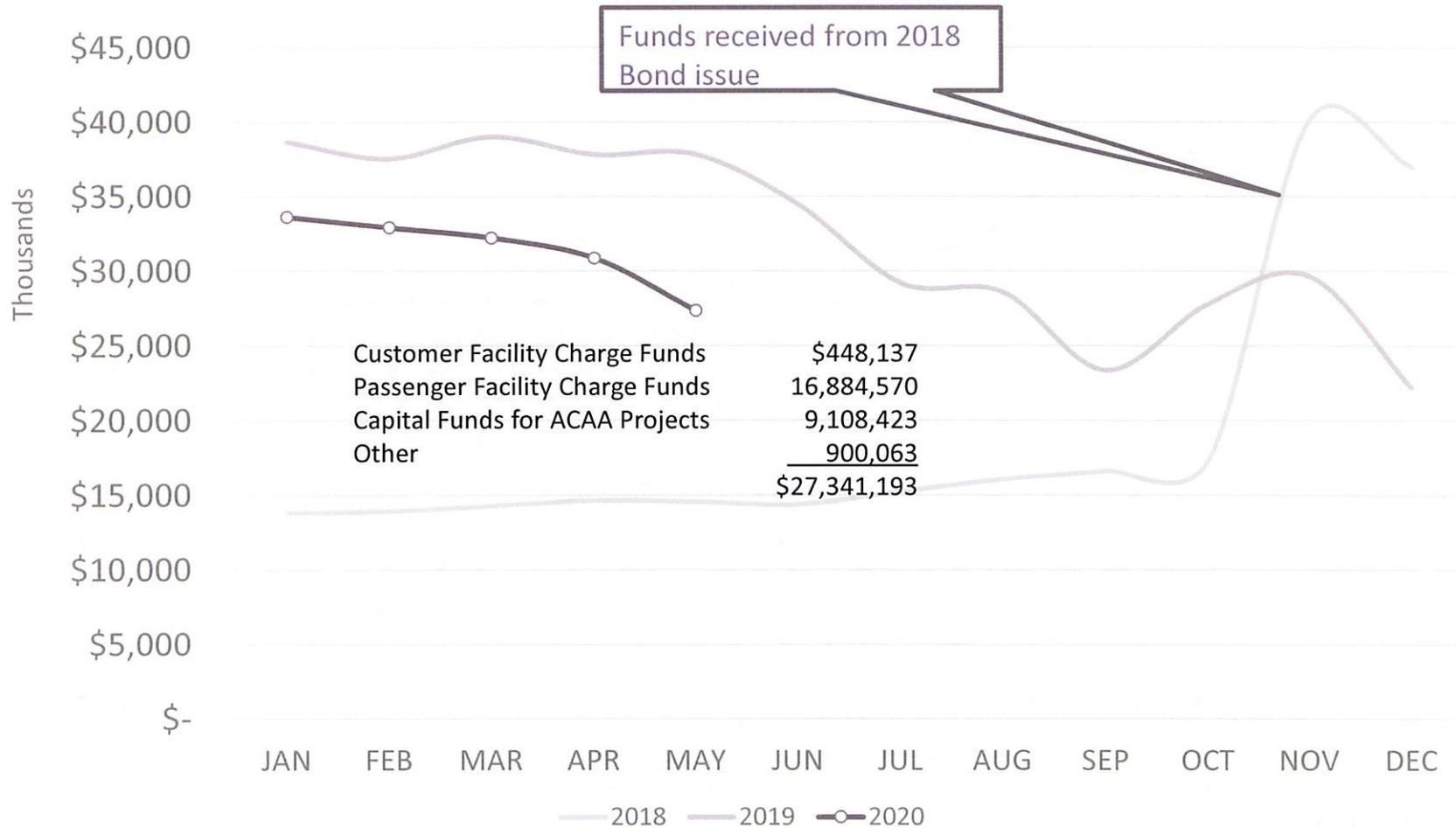
Cash and Cash Equivalents - Operating

May 2020



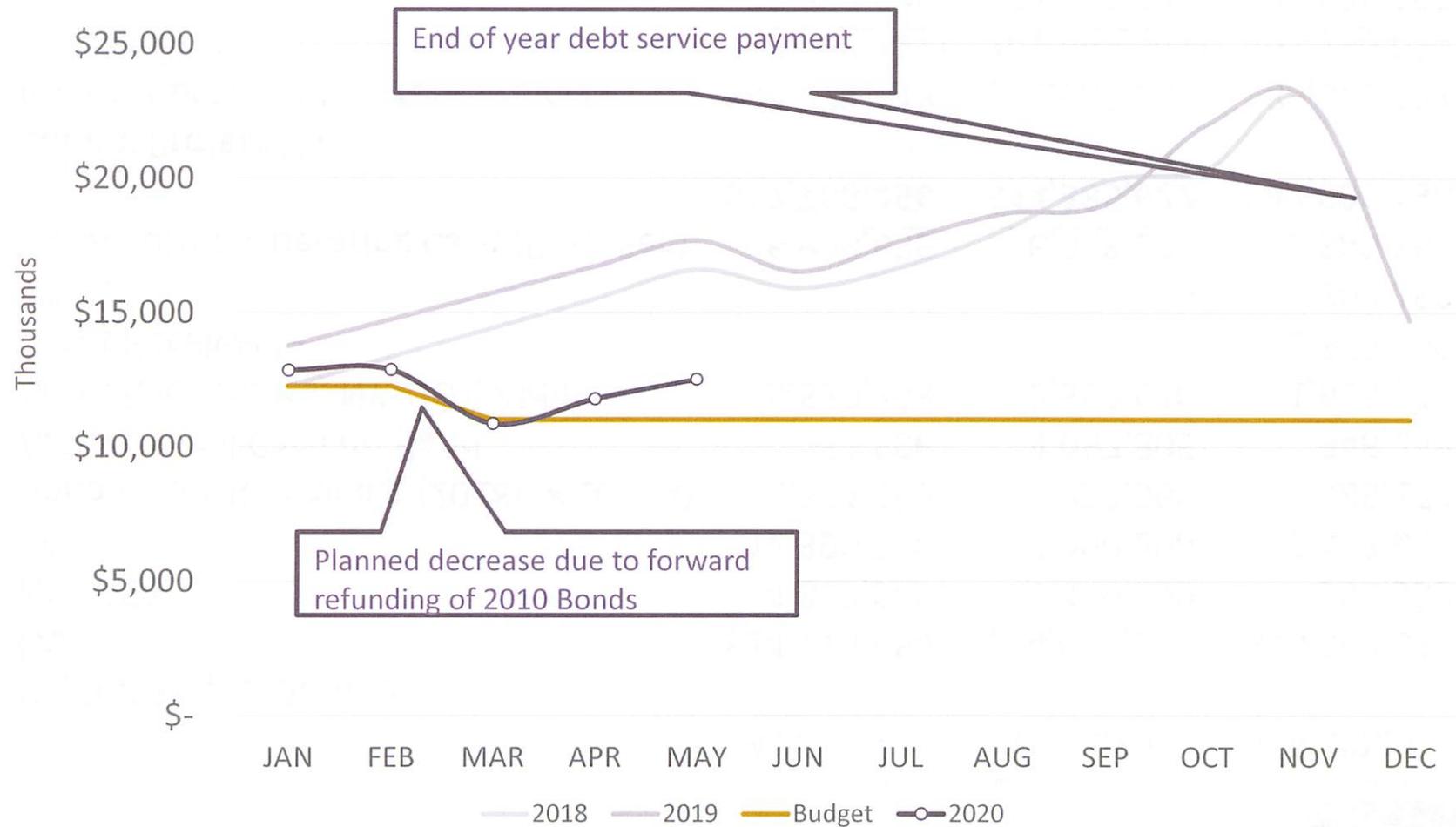
Cash and Cash Equivalents - Capital

May 2020



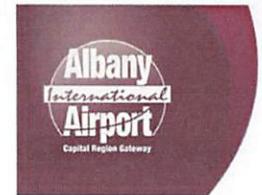
Cash and Cash Equivalents— Reserves & Debt Service

May 2020



Capital Projects (including \$11.0M of Debt Service)

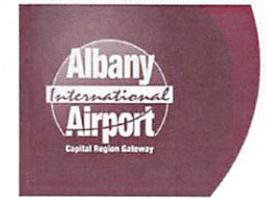
May 2020 (as of June 30)



	Mar 2020	Apr 2020	June 2020
Capital Project Sources			
FAA	\$14,773,654	\$14,058,521	\$10,542,831
NYS DOT	4,867,565	3,449,159	983,558
PFCs	12,390,298	12,390,298	7,438,634
Bond Funds Remaining (2018B &2019A)	2,554,399	953,568	985,174
ACAA Capital Cash on Hand	751,506	4,067,805	946,248
ACAA Receivables, NYSDOT, Airlines	5,520,398	2,557,640	1,655,730
Grant Receivable	-	-	2,865,560
Other	-	-	203,150
ACAA Future Operating Cash (Debt Ser.)	<u>6,908,636</u>	<u>6,908,636</u>	<u>6,880,553</u>
	\$47,766,456	\$44,385,627	\$32,501,438
Capital Project Uses			
Project Costs 20 Current Projects	\$94,272,148	\$95,505,362	89,325,681
Cost To Date	<u>(58,569,512)</u>	<u>(61,889,941)</u>	<u>(67,790,084)</u>
	35,702,636	33,615,421	21,535,597
Debt Service	<u>11,049,553</u>	<u>11,049,553</u>	<u>11,049,553</u>
Commitment Balance	\$46,752,189	\$44,664,974	\$32,585,150

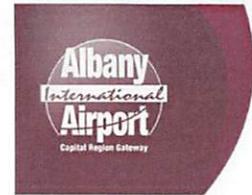
Monthly Scheduled Passenger Airline Service

May 2020



	Airlines	Non-Stop Destination Airports	Non-Stop Destination Cities	Non-Stop Scheduled Flights	Average Flights per Day	Monthly Seats Available	Monthly Landed Weight
Jan20	7	17	13	1,391	44.9	141,803	147,829K
Feb20	7	16	12	1,374	47.4	141,833	147,219K
Mar20	7	18	14	1,549	50.0	161,752	162,630K
Apr20	7	17	13	891	30.0	103,200	102,522K
May20	7	12	10	418	13.5	49,913	45,124K
Jun20	7	15	12	556	18.5	65,955	65,335K
Jul20	7	16	13	779	25.1	82,887	87,150K

Monthly Report



THANK YOU

ALBANY COUNTY AIRPORT AUTHORITY

Monthly Financial Report

May 2020

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Schedule of Operating Revenues	5
Schedule of Operating Expenses	6
FBO Summary of Revenues, Expenses and Net Results	10
Notes to Financial Statements	11
Schedule of Statistics	12
Schedule of Scheduled Passenger Airline Services	13



June 25, 2020

ACAA Members

INTRODUCTION

The COVID -19 pandemic continues to have a devastating effect on the Albany County Airport Authority’s (“ACAA”) financial and statistical results as shown below:

	Current Year versus			
	2020	2019	2019	2019
	Budget	Month	YTD	Prev.
	<u>12 Mo.</u>			
Enplanements	(89.1%)	(89.2%)	(49.4%)	(18.4%)
Cargo	13.4	2.7	8.0	9.6
Operations	(20.4)	(19.5)	(27.3)	(12.8)
Landed Weight	(75.1)	(74.9)	(33.1)	(12.4)
	<u>Month</u>			
		2019	2020	
Average Daily Flights		50	25.1	
Seat Capacity		164,709	47,495	
Load Factor		79.0%	29.4%	

FINANCIAL INFORMATION

Cash Position – Unrestricted (Operating)

Despite the unfavorable above results, the Airport continues to have a strong cash position. The Statements of Net Position provided on Page 3 reports unrestricted cash of \$26,095,067. This unrestricted cash balance equates to approximately 6.9 months of operating reserves (Notes to Financial Statements #2, Page 11), this is a 0.2 month decrease from the prior month.

Cash Position – Restricted

Restricted cash available for capital purposes is as follows:

Projects	\$ 9,108,423
Projects – PFC	16,884,570
Projects – Other	<u>1,348,200</u>
	\$27,341,193

Accounts Receivable

The Accounts Receivable balance is approximately 17.76 of average day total operating revenues. The cause for this increase is due to the COVID-19 pandemic and tenants deferring payments.

Equity – YTD Earnings

The Summary of Revenues, Expenses and Net results is provided on Page 4. As shown, the Airport has an increase in net position of \$581,528 and \$6,616,731 for the month and year-to-date, respectively, itemized as follows:

	Month	YTD
Airport Operating	(\$ 270,601)	\$1,636,690
FBO Profit	<u>(41,983)</u>	<u>294,842</u>
	(312,584)	1,931,532
Other Rev/Exp (d.ser.)	538,118	(2,297,068)
Capital Contributions	430,292	7,108,958
Airline Incnt. Payts.	<u>(74,297)</u>	<u>(126,691)</u>
	<u>894,113</u>	<u>4,685,199</u>
	\$581,529	\$6,616,731

As shown above, the results would have been materially different had Capital Contributions not been included in the calculation.

Operating Revenues

Monthly operating revenues were approximately \$1,787K and \$3,832K for 2020 and 2019, respectively, a difference of \$2,044K. Most of this decrease is attributable to a \$1,312K loss in parking revenue and landing fees. YTD operating revenues were approximately \$13,666K and \$18,903K for 2020 and 2019, respectively. This \$5,237K decrease is likewise attributed to a decrease in parking operations and landing fees.

Operating Expenses

Monthly operating expenses were approximately \$2,058K and \$2,388K for 2020 and 2019, respectively. YTD operating expenses were \$12,029K and \$12,434K for 2020 and 2019 respectively.

Non-Operating Revenue

Recorded in May, \$1,243,590 in CARES Act funding.

BUDGET

Monthly operating revenues were unfavorable by approximately \$1,911K, again, due in large part to the decrease in parking revenue. On a pleasant note, monthly operating expenses were favorable by approximately \$367K due to cost saving measures enacted as a result of COVID-19.

YTD operating revenues were unfavorable by approximately \$4,536K. YTD operating expense were favorable by approximately \$1,121K.

MILLION AIR FBO OPERATIONS

Revenues derived from the sale of JetA and AvGas fuels, is the largest contributor of FBO revenue. Below is the decrease of the fuel sold in gallons as a result of decreased operations attributed to the COVID-19 pandemic.

	<u>Current Year versus</u>			
	2020	2019	2019	2019
	Budget	Month	YTD	Prev.
				<u>12 Mo.</u>
JetA (gals)	(54.0%)	(44.9%)	(24.1%)	(5.4%)
AvGas (gals)	(29.8)	(15.7)	(4.4)	20.4

The FBO Summary of Revenues, Expenses and Net results are shown on Page 4.

Operating Profits for YTD 2020 are \$161,614 lower and \$441,423 lower than budget and the previous year, respectively.

Commercial AvGas Fuel Sales has decreased substantially from the prior year due to Cape Air leaving the Boston and Ogdensburg markets.

PASSENGER AIRLINE SCHEDULES

Passenger Airline schedule (flight) changes over the past month and Year-To-Date are as follows:

	<u>Begin</u>	<u>+</u>	<u>-</u>	<u>End</u>
Month	140	50	7	183
Year-To-Date	313	62	192	183

In May, Delta Airlines (re)established daily service to Atlanta.

Albany County Airport Authority
Statements of Net Position

	Unaudited May 31, 2019	Unaudited May 31, 2020
<u>ASSETS</u>		
CURRENT ASSETS		
Unrestricted Assets		
Cash and cash equivalents	\$ 29,225,713	\$ 26,095,067
Accounts receivable - net	1,934,098	2,224,513
Prepaid Expenses	474,809	513,329
Total Unrestricted Assets	<u>31,634,620</u>	<u>28,832,909</u>
Restricted Assets		
CFC Funds	186,056	448,137
Capital Funds	23,285,590	9,108,423
PFC Funds	14,202,766	16,884,570
Revenue Bond Funds	17,807,517	12,504,621
Refunding Bonds Escrow	0	44,825,991
FAA Restricted Funds	1,069,056	203,201
Concession Improvement Funds	896,311	696,862
Total Restricted Assets	<u>57,447,296</u>	<u>84,671,805</u>
Total Current Assets	<u>89,081,916</u>	<u>113,504,714</u>
NON-CURRENT ASSETS		
Bond Insurance Premiums	275,782	223,798
Capital Assets	242,020,605	294,295,861
Prepaid Expenses	240,538	225,103
Total Non-Current Assets	<u>242,536,925</u>	<u>294,744,762</u>
Total Assets	<u>331,618,841</u>	<u>408,249,476</u>
<u>DEFERRED OUTFLOWS OF RESOURCES</u>		
Refunding	3,031,914	2,145,790
OPEB Expenses	34,725	621,658
Pension Expenses	782,773	541,970
Total Deferred Outflows of Resources	<u>3,849,412</u>	<u>3,309,418</u>
TOTAL ASSETS AND DEFERRED OUTFLOWS	<u>335,468,253</u>	<u>411,558,894</u>
<u>LIABILITIES AND NET ASSETS</u>		
CURRENT LIABILITIES		
Payable from Unrestricted Assets	6,042,857	6,668,612
Payable from Restricted Assets	13,488,661	19,919,917
Total Current Liabilities	<u>19,531,518</u>	<u>26,588,529</u>
NON-CURRENT LIABILITIES		
Bonds and other debt obligations	86,676,494	128,767,876
Net OPEB liability	6,621,984	7,701,088
Net pension liability - proportionate share	152,292	426,349
Total Non-Current Liabilities	<u>93,450,770</u>	<u>136,895,313</u>
Total Liabilities	<u>112,982,288</u>	<u>163,483,842</u>
<u>DEFERRED INFLOWS OF RESOURCES</u>		
Concession Improvement Funds	896,311	701,156
OPEB expenses	64,289	48,217
Pension expenses	492,514	119,207
Total Deferred Inflows of Resources	<u>1,453,114</u>	<u>868,580</u>
<u>NET POSITION</u>		
Invested in Capital Assets, net of Related Debt	170,859,856	159,015,303
Restricted	30,854,275	72,765,225
Unrestricted	<u>19,318,720</u>	<u>15,425,944</u>
Net Position	<u>221,032,851</u>	<u>247,206,472</u>
TOTAL LIABILITIES, DEFERRED INFLOWS AND NET POSITION	<u>\$ 335,468,253</u>	<u>\$ 411,558,894</u>

Albany County Airport Authority
2020 Summary of Revenues, Expenses and Net Results
For the five months ended May 31, 2020

	Current Month			Year to Date		
	2020 Budget	2019 Actual	2020 Actual	2020 Budget	2019 Actual	2020 Actual
<u>AIRPORT</u>						
OPERATING REVENUES						
Airline	\$ 1,133,628	\$ 1,193,631	\$ 805,343	\$ 5,678,452	\$ 5,979,719	\$ 5,025,335
Non-Airline	2,564,525	2,638,439	982,069	12,524,403	12,924,175	8,641,134
Total Revenues	3,698,153	3,832,070	1,787,412	18,202,855	18,903,894	13,666,469
OPERATING EXPENSES						
Personal Services	913,979	923,008	811,722	4,287,434	4,026,869	3,814,131
Employee Benefits	443,828	390,967	415,074	2,274,852	2,008,886	2,095,672
Utilities & Communications	132,022	150,793	85,614	1,012,772	986,371	926,581
Purchased Services	504,222	509,919	349,706	2,958,015	2,918,312	2,714,045
Material & Supplies	332,071	329,336	334,647	2,074,491	2,023,904	1,884,080
Office	29,963	20,360	41,600	192,412	137,348	332,478
Administration	69,767	64,460	19,650	350,995	332,674	262,792
Total Expenses	2,425,852	2,388,843	2,058,013	13,150,971	12,434,364	12,029,779
AIRPORT OPERATING RESULTS	1,272,301	1,443,227	(270,601)	5,051,884	6,469,530	1,636,690
FBO OPERATING RESULTS	99,198	117,331	(41,983)	456,456	736,265	294,842
TOTAL OPERATING RESULTS	1,371,499	1,560,558	(312,584)	5,508,340	7,205,795	1,931,532
OTHER REVENUES (EXPENSES)						
Interest Earnings	77,322	134,429	11,538	386,610	640,776	234,579
Passenger Facility Charges	345,076	376,345	345,076	1,725,382	1,881,725	1,725,382
ACAA Debt Service	(920,796)	(993,368)	(1,086,794)	(4,603,981)	(4,966,838)	(5,600,982)
Line of Credit Interest	-	(1,211)	(5,992)	-	(3,399)	(39,459)
Non-Capital Equipment	(32,917)	(91,395)	-	(164,586)	(260,550)	(47,878)
Insurance Recoveries	-	-	-	-	8,704	-
Customer Facility Charges Income	-	127,348	-	-	313,404	-
Customer Facility Charges Expense	-	-	-	-	(309,457)	-
Grant Income	11,018	11,780	1,243,590	69,768	57,380	1,277,790
Improvement Charges	30,700	30,700	30,700	153,500	153,500	153,500
Total Other Revenues(Expenses)	(489,597)	(405,372)	538,118	(2,433,307)	(2,484,755)	(2,297,068)
INCOME/(LOSS) BEFORE CAPITAL CONTRIBUTIONS	881,902	1,155,186	225,534	3,075,033	4,721,040	(365,536)
AIRLINE INCENTIVES		(98,362)	(74,297)		(547,087)	(126,691)
CAPITAL CONTRIBUTIONS		1,194,254	430,292		2,289,238	7,108,958
INCREASE IN NET POSITION		\$ 2,251,078	\$ 581,529		6,463,191	6,616,731
NET POSITION, BEGINNING OF PERIOD					214,569,660	240,589,741
NET POSITION, END OF PERIOD					\$ 221,032,851	\$ 247,206,472
RECONCIATION TO AIRLINE FUNDS REMAINING:						
NET RESULTS BEFORE RESERVES	881,902	1,155,186	225,534	3,075,033	4,721,040	(365,536)
Less: Capital Improvements	(275,956)	(275,511)	(275,956)	(1,379,778)	(1,377,556)	(1,379,778)
Less: Reserve Requirements	(10,473)	(36,323)	(10,473)	(52,367)	(181,616)	(52,367)
NET RESULTS	595,473	843,352	(60,895)	1,642,888	3,161,868	(1,797,681)
Revenue Sharing:						
Transfer to/from Airlines (50%)	297,737	421,676	(30,447)	821,444	1,580,934	(898,840)
Authority Share (50%)	297,737	421,676	(30,447)	821,444	1,580,934	(898,840)
Less: Airline Incentives	(83,333)	(98,362)	(74,297)	(83,333)	(547,087)	(126,691)
Net Authority Share	\$ 214,403	\$ 323,314	\$ (104,744)	\$ 738,111	\$ 1,033,847	\$ (1,025,531)

Albany County Airport Authority
Operating Revenues
For the five months ended May 31, 2020

	Current Month			Year to Date		
	2020 Budget	2019 Actual	2020 Actual	2020 Budget	2019 Actual	2020 Actual
AIRLINE REVENUES						
COMMERCIAL						
Landing Fees	\$ 461,908	\$ 502,972	\$ 114,914	\$ 2,109,074	\$ 2,306,846	\$ 1,409,713
Airline Apron Fees	56,674	67,457	67,255	283,368	334,588	325,339
Glycol Disposal Fee	0	(23)	0	223,407	238,754	169,096
CARGO						
Landing Fee	44,731	49,960	39,446	211,026	233,202	202,548
TERMINAL						
Loading Bridges	55,336	57,643	59,592	276,678	288,214	297,961
Space Rental	514,980	515,623	524,136	2,574,900	2,578,116	2,620,678
TOTAL AIRLINE REVENUES	1,133,628	1,193,631	805,343	5,678,452	5,979,719	5,025,335
NON-AIRLINE REVENUES						
AIRFIELD						
Tenant Maintenance	4,344	2,709	8,071	24,504	29,695	15,880
Total Airfield	4,344	2,709	8,071	24,504	29,695	15,880
TERMINAL						
Utility Reimbursement	1,833	1,703	1,591	10,381	9,845	9,706
Tenant Maintenance	837	1,800	1,047	3,300	1,176	23,475
Space Rent - Non Airline	61,638	61,276	60,955	308,192	305,468	305,381
Food & Beverage	79,812	102,956	(21,092)	382,944	493,995	289,522
Retail	69,840	74,028	13,781	339,460	367,706	187,346
Advertising	25,000	30,002	325,000	125,000	134,539	395,299
Foreign Currency Concession	0	0	0	0	8,867	0
Payphones	190	104	0	949	577	194
ATM	2,965	2,864	2,570	14,824	14,422	13,392
Museum Shop	0	18,740	0	0	74,662	0
Operating Permits	17,517	22,026	7,727	82,836	108,991	83,710
Vending Machines	2,994	2,858	0	13,062	12,946	7,273
Baggage Cart Rentals	1,383	1,358	702	6,914	5,228	3,476
Total Terminal	264,010	319,716	392,280	1,287,862	1,538,420	1,318,774
GROUND TRANSPORTATION						
Parking	1,457,516	1,421,577	108,761	7,371,249	7,258,730	3,996,991
Rental Cars	388,415	415,543	45,003	1,497,126	1,541,574	1,041,143
Access Fees	25,737	21,897	(568)	168,052	166,390	80,619
TNCs	25,066	30,368	3,089	108,198	131,086	84,338
Garage Space Rent	7,708	7,708	8,123	38,538	37,918	38,601
Total Ground Transportation	1,904,442	1,897,093	164,408	9,183,164	9,135,699	5,241,691
OTHER AIRPORT						
Telephone System - Tenants	5,833	5,716	4,734	29,167	29,126	28,377
Building Rental	8,451	8,301	7,196	65,212	61,661	63,199
Control Tower Rental	55,481	55,481	55,481	277,407	277,407	277,407
Air Cargo Facility	39,005	73,010	40,292	195,025	385,049	224,501
State Executive Hangar	103,924	103,924	103,924	519,618	519,618	519,618
T Hangars	8,361	8,361	10,653	41,803	42,910	53,764
Tie Downs	355	355	241	1,774	1,774	1,205
AV Gas Fuel Sales	3,049	2,466	3,720	12,807	9,338	17,367
Industrial Park	48,236	49,775	47,866	240,916	236,986	237,229
Land Rental	26,278	26,167	33,548	131,625	140,832	133,486
Eclipse Hangar	27,806	27,700	28,331	139,031	138,501	141,448
Hangar Rental	42,848	42,848	43,811	214,238	212,271	217,235
Internet and Cable Access	440	440	385	3,400	3,400	3,180
Fingerprinting	2,500	4,313	1,311	12,500	15,993	11,056
Tenant Maintenance	83	0	0	417	889	0
Purchasing Proposals	83	0	0	417	450	75
Ebay/Scrap/Equipment Sales	1,250	1,485	0	6,250	3,491	1,508
Utility Reimbursement	11,079	6,913	11,460	88,200	90,085	82,704
Reim of Property Taxes	0	0	0	15,736	17,189	18,128
Other	6,667	1,667	24,357	33,333	33,391	33,302
Total Other Airport	391,729	418,921	417,310	2,028,874	2,220,361	2,064,789
TOTAL NON AIRLINE REVENUES	2,564,525	2,638,439	982,069	12,524,403	12,924,175	8,641,134
TOTAL REVENUES	\$ 3,698,153	\$ 3,832,070	\$ 1,787,412	\$ 18,202,856	\$ 18,903,894	\$ 13,666,469

Albany County Airport Authority
Operating Expenses
For the five months ended May 31, 2020

	Current Month			Year to Date		
	2020 Budget	2019 Actual	2020 Actual	2020 Budget	2019 Actual	2020 Actual
PERSONAL SERVICES						
Salaries	\$ 866,555	\$ 837,829	\$ 777,755	\$ 3,910,846	\$ 3,541,238	\$ 3,511,425
Overtime 1.5	44,507	81,518	33,967	346,714	436,167	274,770
Overtime 2.0	2,083	3,662	0	25,707	34,468	16,873
Temporary Help	833	0	0	4,167	14,996	11,062
Total Personal Services	913,979	923,008	811,722	4,287,434	4,026,869	3,814,131
EMPLOYEE BENEFITS						
Social Security	60,366	68,731	60,244	313,909	298,575	283,172
Health Insurance	238,760	201,590	228,593	1,193,801	1,069,598	1,126,242
OPEB	34,314	27,083	34,314	171,572	135,417	171,572
Health-Dental	3,595	3,424	3,003	17,975	17,119	17,832
Health-Vision	522	516	557	2,612	2,582	2,656
Health - AFLAC	600	606	1,776	3,000	2,984	2,903
Medical Exams	1,550	1,336	665	7,750	6,892	7,316
EAP Program	0	0	613	613	613	613
Smoking Cessation Class	100	0	0	500	0	0
Uniforms & Laundry	4,392	4,757	2,891	21,958	19,845	17,938
Uniform Purchases	3,067	684	202	15,333	5,326	15,088
Disability Insurance	13,979	12,274	12,514	61,538	68,621	67,784
Unemployment Insurance	914	932	380	52,667	44,616	40,331
Workers Compensation	46,178	30,072	30,083	230,888	153,031	153,563
NYS Retirement	21,065	21,682	23,529	105,326	108,410	117,646
Airport & FBO 401K	14,426	17,280	15,710	75,409	75,257	71,016
Total Employee Benefits	443,828	390,967	415,074	2,274,852	2,008,886	2,095,672
UTILITIES & COMMUNICATIONS						
Electric	96,917	114,916	62,757	614,927	616,325	589,781
Natural Gas	21,569	20,271	8,782	174,696	166,419	116,738
Sewer	0	0	0	91,400	79,331	91,820
Water	0	0	0	64,075	62,742	61,383
Telephone Charges-Local	1,579	1,596	1,489	7,896	7,781	7,411
Tele Chg-Long Dist	560	599	1,702	2,802	1,332	4,723
Telephone - Sheriff	335	337	337	1,677	1,669	1,689
Telephones-Monthly Service	1,167	1,232	1,236	5,833	4,933	6,190
Telephones-Monthly Usage	250	58	27	1,250	1,720	128
Payphones-Annual & Mo Serv	1,042	1,019	602	5,208	5,101	4,697
Payphones-Monthly Usage	25	22	11	125	104	50
Telephone Repairs	1,750	3,342	2,472	8,750	13,922	5,899
Telephone-Cellular	3,667	4,437	1,877	18,333	15,751	21,969
Internet Access	2,937	1,437	4,324	14,686	7,185	14,222
Cable Television	223	1,528	0	1,113	2,055	(119)
Total Utilities & Communications	132,022	150,793	85,614	1,012,772	986,371	926,581
PURCHASED SERVICES						
Accounting & Auditing						
Financial Services	2,299	0	7,759	36,584	76,184	83,576
Rates & Charges	0	0	0	6,000	5,322	6,000
Total Accounting & Auditing	2,299	0	7,759	42,584	81,506	89,576
Insurance						
Airport Liability Insurance	499	485	485	236,498	229,606	256,061
Automotive Insurance	7,294	6,333	6,350	50,196	51,729	50,058
Environmental Liability	0	0	0	39,866	38,705	35,350
Property Insurance	22,139	18,705	7,064	153,836	151,467	147,453
Crime Insurance	0	0	0	6,774	6,577	6,604
Fiduciary Insurance	0	0	0	0	0	14,209
Public Official Liability	0	0	0	25,813	25,061	39,615
Cyber Liability	0	0	0	16,644	5,073	0
Agency Fee	0	0	0	30,000	30,000	30,000
Insurance Claims	1,292	9,769	0	6,458	12,230	0
Total Insurance	31,224	35,291	13,899	566,086	550,448	579,350

Albany County Airport Authority
Operating Expenses
For the five months ended May 31, 2020

	Current Month			Year to Date		
	2020 Budget	2019 Actual	2020 Actual	2020 Budget	2019 Actual	2020 Actual
Legal						
Legal Services	8,333	888	0	41,667	5,797	0
Total Legal	8,333	888	0	41,667	5,797	0
Public Safety						
Public Safety	233,233	227,655	233,233	1,166,165	1,138,275	1,166,165
Outside Security Services	32,981	47,380	(13,684)	145,115	134,246	87,878
Armored Car Service	750	748	784	3,750	3,700	4,046
Parking Valet Service	40,288	37,252	0	204,321	197,672	113,226
Employee Shuttle Service	0	0	0	15,000	15,000	0
Ground Transportation	0	8,680	0	0	28,560	0
Total Public Safety	307,252	321,715	220,333	1,534,352	1,517,453	1,371,316
Janitorial						
Janitorial Services	43,069	40,231	42,385	215,345	198,304	199,826
Refuse Removal Services	5,677	6,340	1,987	28,384	30,838	23,039
Total Janitorial	48,746	46,571	44,372	243,729	229,142	222,866
Public Communications						
Public Relations	8,542	12,521	3,263	42,708	52,334	33,724
Artistic Exhibits	9,206	8,224	(788)	43,791	47,170	29,415
Museum Shop	0	21,271	156	0	95,646	782
Advertising	16,667	7,240	0	83,333	28,724	18,338
Passenger Information Booth	12,859	12,594	12,342	64,293	62,970	63,727
Total Public Communications	47,273	61,849	14,973	234,125	286,844	145,986
Studies						
Special Studies	4,750	1,800	0	23,750	1,800	9,990
GIS Services	1,017	0	0	5,083	2,992	6,164
Total Studies	5,767	1,800	0	28,833	4,792	16,155
Professional Services						
Appraisal	417	0	0	2,083	0	0
Architectural	5,833	0	0	29,167	(7)	0
Consultant	4,167	2,625	0	20,833	18,313	50,167
Engineering Services	3,000	0	3,270	15,000	29,374	13,130
Professional Management	35,417	35,417	35,417	177,083	175,833	177,083
Code Enforcement	4,495	3,763	9,683	22,474	18,817	48,417
Total Professional Services	53,328	41,805	48,370	266,640	242,330	288,797
Total Purchased Services	504,222	509,919	349,706	2,958,015	2,918,312	2,714,045
MATERIALS & SUPPLIES						
Airfield						
Fencing	288	752	610	2,966	2,696	3,063
Airfield Lighting	11,238	1,806	4,006	57,473	17,349	68,543
Pavement Repairs	10	50	0	136	133	0
Apron Maintenance	3,752	0	0	6,324	18	45,244
Runway Painting	0	0	189	691	0	189
Airfield Shop Supplies	2,083	2,161	60	10,417	9,057	4,420
Snow Removal Supplies	0	0	0	153,516	140,259	69,580
Rubber Removal	5,152	22,192	0	9,024	22,192	19,104
EMS Supplies	1,000	0	1,130	5,000	2,190	1,130
ARFF Supplies	2,083	115	946	10,417	2,146	13,896
Hazardous Material Supplies	500	0	0	2,500	0	760
Foam	2,000	0	0	10,000	0	0
Wastewater Conveyance	0	0	0	7,500	7,500	0
Electric	10,289	7,379	8,166	67,073	49,692	56,350
Sewer District Charges	0	0	0	5,000	0	0
Water District Charges	2,890	2,445	2,691	17,287	20,362	8,891
System Maint & Repairs	28,750	9,603	16,868	78,853	49,508	64,580
Total Airfield	70,036	46,503	34,665	444,176	323,101	355,751

Albany County Airport Authority
Operating Expenses
For the five months ended May 31, 2020

	Current Month			Year to Date		
	2020 Budget	2019 Actual	2020 Actual	2020 Budget	2019 Actual	2020 Actual
Buildings						
Alarm & PA Systems	9,042	17,727	10,149	45,208	45,951	28,966
Card Access Control	6,250	3,192	6,861	31,250	21,672	16,827
CTV Repair	3,333	1,465	439	16,667	15,176	9,184
Key Access System	2,083	0	2,080	10,417	4,246	4,057
Baggage System	2,083	1,158	0	10,417	78,457	0
Electrical Repairs & Supplies	21,000	9,813	66,940	105,000	88,795	204,384
Elevator Repairs & Supplies	10,708	9,958	9,132	53,542	61,858	49,139
HVAC	9,551	15,380	5,285	88,691	101,672	69,647
Roof	2,375	4,383	0	11,875	7,108	7,222
Plumbing Repairs & Supplies	7,917	1,428	4,212	39,583	47,807	39,184
Automatic Door Repairs	792	0	0	3,958	1,873	258
Pest Control	2,441	2,133	3,396	12,207	10,967	36,597
Services	0	0	0	0	7,542	0
Fire Equipment Services	417	1,441	0	2,083	2,782	1,237
Fire Equipment Testing	333	89	89	1,667	178	1,348
US Customs	1,331	34	29	8,838	1,824	443
Control Tower	25,000	82,602	24,775	125,000	182,132	129,687
Storage Space Rental	625	1,107	545	3,125	2,811	3,575
Building Maintenance	51,458	52,227	83,220	257,292	260,453	379,527
Janitorial Supplies	13,583	9,404	13,863	67,917	55,188	91,534
Window Washing	5,969	0	0	29,845	67	14,987
ID Tags	2,917	4,395	565	14,583	13,211	7,870
Sign Expense	417	90	189	2,083	2,528	1,889
Flight Information Displays	8,045	0	0	40,226	2,787	8,371
Total Buildings	187,672	218,024	231,769	981,473	1,017,083	1,105,934
Grounds						
Landscaping	96	166	1,790	3,324	549	2,471
Fencing	125	0	0	625	14,264	0
Pavement Repairs	5,490	5,229	782	11,152	32,187	57,492
Utility Repairs	42	0	0	208	0	0
Sign Expense	1,250	1,759	1,354	6,250	4,972	17,578
Traffic Light Repairs	167	1,350	0	833	1,350	0
Catch Basin Maintenance	250	0	0	1,250	0	0
Snow Removal Supplies	0	0	0	19,566	0	27,420
Snow Removal Services	0	0	0	205,845	262,644	24,559
NYS Police Hangar Maint	10,417	1,230	17,857	52,083	68,274	41,054
Dump Fees - Landfill	763	81	0	3,813	1,543	604
Hazardous Waste Mgmt	425	319	0	2,125	919	525
Wildlife Hazard Management	3,167	0	0	15,833	19,201	7,736
Liquid Waste Disposal	2,500	2,190	0	12,500	2,190	1
Land Lease	2,411	1,286	1,286	12,056	27,431	6,431
T-Hangar Facility Maintenance	4,955	3,130	7,561	37,603	33,059	54,312
Total Grounds	32,057	16,739	30,630	385,066	468,584	240,184
Vehicles						
Gasoline	4,996	3,458	1,318	25,245	22,252	15,824
Diesel Fuel	3,918	4,771	2,262	65,465	66,389	33,576
Oil / Grease	2,333	4,700	5,749	11,667	5,269	9,201
CNG Fuel	1,887	1,898	347	10,065	8,466	7,431
Vehicle / Equipment Tires	3,583	1,904	54	17,917	8,983	33,835
Vehicle Repair & Maintenance	6,000	7,256	1,544	30,000	28,776	13,229
Vehicle Communication Equip	583	1,459	0	2,917	1,528	641
Sheriff Vehicle Repair & Maint	0	0	0	0	0	(53)
General Equip Repair & Maint	4,092	902	21,702	20,458	7,837	32,327
Heavy Equipment Maint	5,000	11,125	2,662	25,000	20,558	7,677
ARFF Vehicle Repair & Maint	1,667	2,937	88	8,333	7,452	3,303
Snow Equip Repair & Maint	2,492	2,359	238	22,119	13,994	7,679
Mower Repair & Maintenance	1,588	785	141	3,757	3,817	4,449
Vehicle Shop Tools & Supplies	4,167	4,515	1,478	20,833	19,816	13,093
Total Vehicles	42,307	48,069	37,583	263,777	215,136	182,211
Total Material & Supplies	332,071	329,336	334,647	2,074,491	2,023,904	1,884,080

Albany County Airport Authority
Operating Expenses
For the five months ended May 31, 2020

	Current Month			Year to Date		
	2020 Budget	2019 Actual	2020 Actual	2020 Budget	2019 Actual	2020 Actual
OFFICE						
Office Equipment Rental	1,403	996	1,728	7,013	6,086	7,837
Copy Machine Use	83	596	0	417	839	952
Office Equipment Serv Agrmnt	486	474	461	2,954	2,766	3,191
Office Equipment Repairs	67	0	0	333	0	0
Computer System Supplies	4,588	364	2,658	22,938	6,615	29,215
Hardware/Software Maint	9,696	8,860	18,436	90,967	64,768	196,617
Computer Equipment	2,135	1,450	12,197	10,675	6,728	51,388
Office Furniture & Fixtures	1,596	271	256	7,979	1,146	4,766
Printed Forms / Letterhead	392	0	0	1,958	103	1,104
Parking Ticket Stock	1,333	0	0	6,667	5,647	4,244
Printing Outside Services	1,675	2,147	462	8,375	11,984	2,166
Postage	708	1,086	(15)	3,542	4,875	4,136
Express Mail	108	122	28	542	419	(55)
Reference Materials	233	0	0	1,167	736	255
Office Supplies	2,408	1,054	2,116	12,042	10,274	9,119
Payroll Services	3,051	2,940	3,273	14,843	14,363	17,542
Total Office	29,963	20,360	41,600	192,412	137,348	332,478
ADMINISTRATION						
Dues & Subscriptions	1,869	2,373	328	14,905	13,156	8,242
Airport Membership (ACI)	0	0	0	14,500	14,217	14,787
A.A.A.E. Memberships	0	0	275	1,200	825	550
G.F.O.A.	0	0	0	290	780	0
NYS Bar Association	0	0	0	0	0	145
NY Airport Managers Assoc	0	0	0	5,000	8,000	5,000
Local Chamber Of Commerce	1,254	668	0	5,005	5,236	4,175
AvPorts/MA Training & Travel	6,357	(2,084)	0	38,148	26,997	16,064
Authority Travel & Education	42	0	0	208	0	0
Authority Mgmt Travel & Educ	1,779	470	1,305	7,600	4,813	4,799
Function Refreshments	2,935	945	423	8,118	5,278	2,687
Outside Functions	417	0	0	2,083	2,828	2,700
Tuition Reimbursement	208	0	0	1,042	0	0
Advertising - Public Meetings	2,250	4,134	1,918	11,250	12,364	6,966
Economic Development	917	0	0	4,583	0	0
Property Taxes	0	0	0	11,314	11,224	11,367
Credit Card Service Charges	40,047	45,633	1,403	166,812	170,084	140,800
EZ Pass Fees	10,859	10,321	13,886	54,770	51,763	42,337
Bank & Paying Agent Fees	833	2,000	111	4,167	5,109	2,174
Total Administration	69,767	64,460	19,650	350,995	332,674	262,792
TOTAL EXPENSES	\$ 2,425,853	\$ 2,388,843	\$ 2,058,013	\$ 13,150,972	\$ 12,434,364	\$ 12,029,779

Albany County Airport Authority
FBO Results
For the five months ended May 31, 2020

	Current Month			Year to Date		
	2020 Budget	2019 Actual	2020 Actual	2020 Budget	2019 Actual	2020 Actual
OPERATING REVENUES						
Retail Fuel						
Jet A Fuel Sales	\$ 523,295	\$ 434,340	\$ 169,490	\$ 2,107,491	\$ 2,003,303	\$ 1,314,901
AvGas Fuel Sales	30,288	26,588	17,595	108,912	100,820	85,143
Commercial AvGas Fuel Sales	1,965	4,181	342	9,825	121,607	4,805
Auto & Diesel Fuel Sales	14,090	16,838	7,268	157,949	160,002	101,355
Retail Fuel Sales	569,638	481,946	194,695	2,384,177	2,385,731	1,506,203
Into Plane Fees	58,973	61,005	15,915	270,420	283,845	189,150
Fuel Farm Fees	50,685	54,829	11,128	267,367	270,550	176,847
General Aviation Landing Fees	24,776	25,234	8,935	99,720	99,425	63,528
Aircraft Parking Fees	19,504	16,023	11,517	68,835	58,149	51,636
Deicing Services	0	(122)	0	796,553	1,020,789	667,922
FBO Properties	22,024	23,733	33,945	161,039	145,483	164,121
FBO Services	3,809	1,648	2,868	23,716	34,187	29,276
TOTAL REVENUES	749,409	664,296	279,002	4,071,827	4,298,159	2,848,683
COST OF SALES						
Fuel Costs - Jet A	301,089	246,193	49,631	1,212,591	1,143,589	631,602
Fuel Discounts - Jet A	35,067	33,018	11,013	141,229	143,776	108,244
Fuel Costs - AvGas	22,701	20,589	13,173	81,629	80,702	65,812
Fuel Discounts - AvGas	419	385	409	1,507	1,421	1,543
Fuel Costs - Commercial AvGas	2,107	3,788	310	8,611	107,965	4,715
Fuel Costs - Auto & Diesel	12,052	11,869	6,498	131,460	119,609	74,780
Total Fuel Costs	373,435	315,843	81,034	1,577,026	1,597,062	886,697
Deicing Costs - Type I & IV	0	1	0	588,668	561,566	363,191
Catering, Oil & Other	417	1,028	0	2,083	1,913	238
Total Cost of Sales	373,852	316,871	81,034	2,167,777	2,160,540	1,250,126
Net Operating	375,557	347,425	197,968	1,904,050	2,137,619	1,598,557
OPERATING EXPENSES						
Personal Services						
Salaries	128,966	95,499	117,209	567,450	507,692	528,893
Overtime	13,799	15,445	4,592	70,408	96,873	53,256
Total Personal Services	142,765	110,944	121,801	637,857	604,566	582,149
Employee Benefits	40,772	43,247	64,705	222,032	232,196	206,928
Utilities & Communications	5,119	2,917	5,817	49,961	46,048	39,772
Purchased Services	35,547	28,961	26,903	261,180	266,031	296,624
Materials & Supplies						
Buildings	7,441	2,265	5,398	36,213	26,035	21,960
Grounds	1,896	810	0	9,429	11,090	9,026
Vehicles	25,496	31,741	6,543	140,311	140,314	80,500
Total Materials & Supplies	34,832	34,817	11,940	185,953	177,439	111,486
Administrative Expenses	17,325	9,209	8,784	90,611	75,074	66,757
Non-Capital Equipment	0	0	0	0	0	0
TOTAL EXPENSES	276,360	230,094	239,951	1,447,594	1,401,354	1,303,715
FBO Net Operating Results	\$ 99,198	\$ 117,331	\$ (41,983)	\$ 456,456	\$ 736,265	\$ 294,842

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

2020 Operating Budget	\$38,819,754
2020 Debt Service	10,950,553
2020 Debt Service Paid by PFCs	(4,140,917)
	\$45,629,390

Monthly Cash Outflow	(\$45,629,390/12)
	\$3,802,449

Months Operating Reserves	
\$26,095,067/3,802,449	~ 6.9 months

Apr 20	7.1
May 20	6.9

3. Accounts Receivable

The amount of accounts receivables represents approximately 10.91 days of average annual daily revenues calculated as follows:

$$\$45,728,390 / 365 = \$125,283$$

$$\$2,224,513 / \$125,283 = 17.76$$

Apr 20	10.91
May 20	17.76

Albany International Airport
For the five months ended May 31, 2020

	Current Month			Year to Date			12 Month Running	
	Budget	2019	2020	Budget	2019	2020	2019	2020
Statistics								
Total Enplanements	128,470	129,868	13,968	598,830	608,370	308,088	1,493,474	1,218,687
	-89.1%	(0.892)			(0.494)		(0.184)	
Operations	5,388	5,325	4,287	25,127	24,592	17,882	61,935	54,038
	-20.4%	-19.5%			-27.3%		-12.8%	
Landed Weight	150,001,752	148,624,852	37,353,676	684,909,026	682,703,400	456,886,070	1,645,473,740	1,441,981,359
	-75.1%	-74.9%			-33.1%		-12.4%	
Cargo/Mail & Express	1,572.6	1,737.1	1,783.3	7,434.6	7,312.1	7,896.4	18,789.1	20,593.1
	13.4%	2.7%			8.0%		9.6%	
Jet A Gallons	111,103	92,728	51,077	447,450	434,724	330,135	1,176,089	1,112,491
	-54.0%	-44.9%			-24.1%		-5.4%	
AvGas Gallons	6,070	5,054	4,261	21,826	20,092	19,217	54,067	65,118
	-29.8%	-15.7%			-4.4%		20.4%	
Deicing Consortium	-	-	-	62,552	46,412	36,902	82,861	77,839
Deicing sprayed/retail	-	-	-	35,543	57,386	40,868	86,549	82,937
Parking Revenue	\$ 1,457,516	\$ 1,421,577	\$ 108,761	\$ 7,371,249	\$ 7,258,730	\$ 3,996,991	\$ 15,590,489	\$ 12,990,445
Revenue per enplanement	\$	\$ 10.95	\$ 7.79	\$	\$ 11.93	\$ 12.97	\$ 10.44	\$ 10.66
Transactions		58,175	6,984		269,100	150,841	644,192	524,408
Average transaction	\$	\$ 24.44	\$ 15.57	\$	\$ 26.97	\$ 26.50	\$ 24.20	\$ 24.77
Concession Sales								
Rental Cars		\$ 4,155,428	\$ 1,318,276		\$ 15,415,747	\$ 8,486,873	\$ 53,079,603	\$ 47,036,931
Revenue per enplanement		\$ 32.00	\$ 94.38		\$ 25.34	\$ 27.55	\$ 35.54	\$ 38.60
Food and Beverage		\$ 803,229	\$ 19,777		\$ 3,908,059	\$ 2,213,105	\$ 9,071,459	\$ 7,948,982
Revenue per enplanement		\$ 6.18	\$ 1.42		\$ 6.42	\$ 7.18	\$ 6.07	\$ 6.52
Retail		\$ 370,142	\$ 68,904		\$ 1,734,254	\$ 832,457	\$ 4,210,762	\$ 3,556,346
Revenue per enplanement		\$ 2.85	\$ 4.93		\$ 2.85	\$ 2.70	\$ 2.82	\$ 2.92

SCHEDULED AIRLINE PASSENGER SERVICE

Monthly Scheduled Flights are as follows:

	Airlines	Destination Airports	Non-Stop Destination Cities ⁽¹⁾	Non-Stop Scheduled Flights	Average Flights per Day	Mo. Seats Available	Mo. Landed Weight (lbs.)
Jan20	7	17	13	1,391	44.9	141,803	147,829,062
Feb20	7	16	12	1,374	47.4	141,833	147,219,632
Mar20	7	18	14	1,549	50.0	161,752	162,630,904
Apr20	7	17	13	891	30.0	103,200	102,522,032
May20	7	12	10	418	13.5	45,913	45,124,706
Jun20	7	15	12	556	18.5	65,955	65,335,083
Jul20	7	16	13	779	25.1	82,887	87,150,492

⁽¹⁾ Five (5) cities may be served by two (2) airports; Chicago, Denver, Orlando, Tampa, and Washington DC.

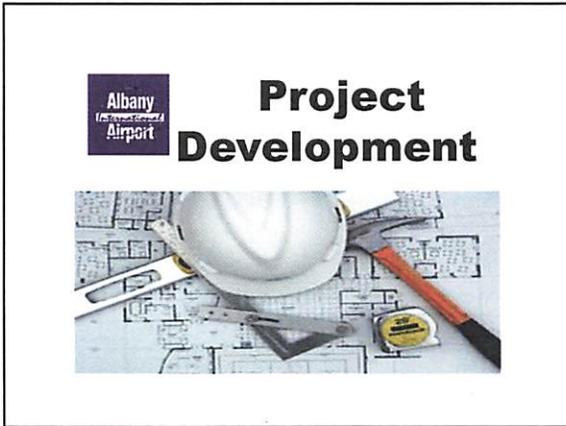
Weekly schedule flight changes for the third week of May 2020 (#22) versus June 2020 (#26) and the third week of January 2020 (#3) versus June 2020 (#26) are as follows:

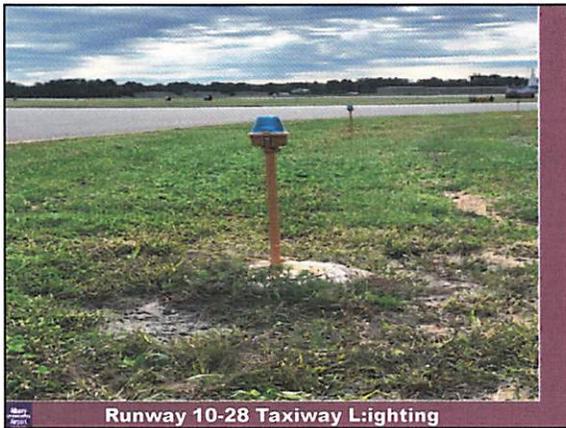
		Week				Year-To-Date (net)			
		#22		#26		#3		#26	
		+	(-)	+	(-)	+	(-)	+	(-)
ATL	Atlanta, GA	-	7	-	7	20	7	(20)	7
BWI	Baltimore, MD	26	2	-	28	26	2	-	28
MDW	Chicago-Midway	13	1	-	14	12	2	-	14
ORD	Chicago-O'Hare	16	9	-	25	40	9	(24)	25
CLT	Charlotte, NC	14	3	-	17	19	3	(5)	17
DEN	Denver, CO	7	2	-	9	-	9	-	9
DTW	Detroit, MI	14	7	-	21	25	7	(11)	21
FLL	Fort Lauderdale, FL	3	-	-	3	10	-	(7)	3
RSW	Fort Myers, FL	-	-	-	-	4	-	(4)	-
MYR	Myrtle Beach, SC	3	-	-	3	-	3	-	3
EWR	Newark, NJ	-	-	-	-	31	-	(31)	-
MCO	Orlando, FL	13	-	(7)	6	27	-	(21)	6
SFB	Orlando/Sanford, FL	2	-	-	2	2	-	-	2
PHL	Philadelphia, PA	10	12	-	22	30	12	(20)	22
PGD	Punta Gorda, FL	3	-	-	3	2	1	-	3
TPA	Tampa, FL	-	-	-	-	9	-	(9)	-
PIE	Tampa/St. Pete, FL	2	-	-	2	2	-	-	2
DCA	Washington DC-Reagan	7	-	-	7	33	-	(26)	7
IAD	Washington DC-Dulles	<u>7</u>	<u>7</u>	<u>-</u>	<u>14</u>	<u>21</u>	<u>7</u>	<u>(14)</u>	<u>14</u>
		140	50	(7)	183	313	62	(192)	183

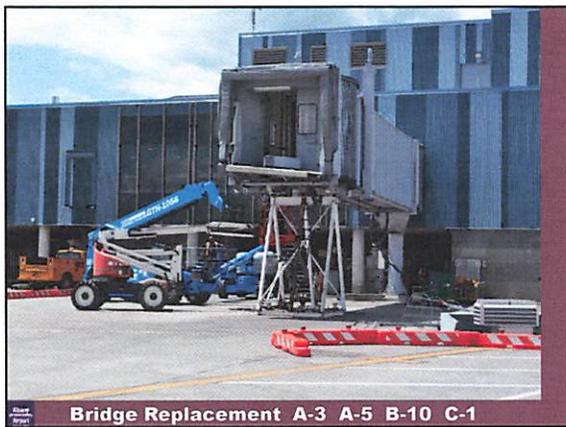
Flight schedule changes for the third week of May 2020 (week #22) versus the third week of June 2020 (week #26) are as follows:

AGENDA ITEM NO. 5

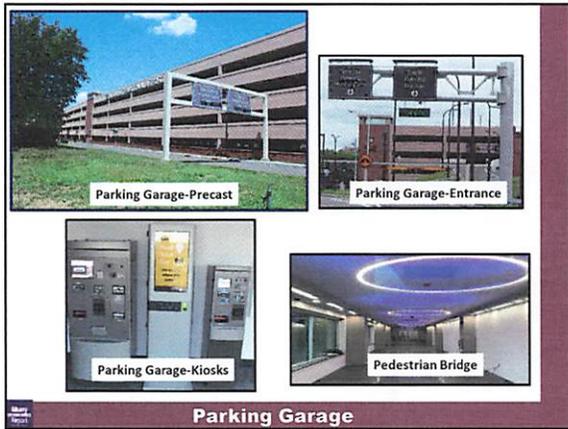
Project Development







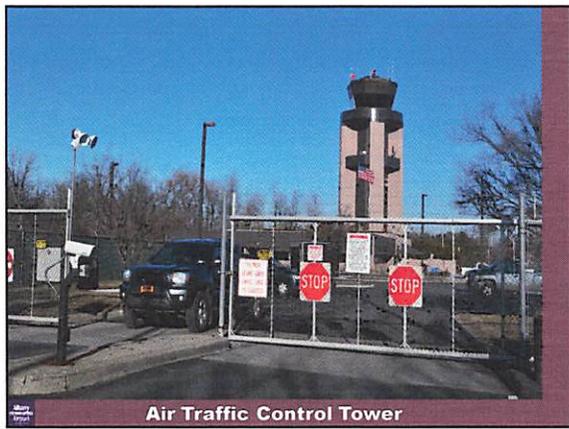


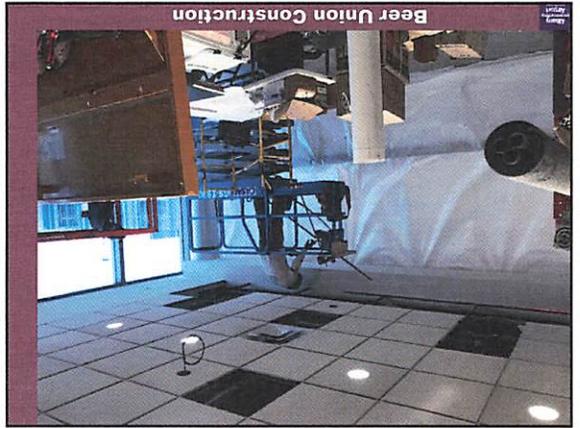








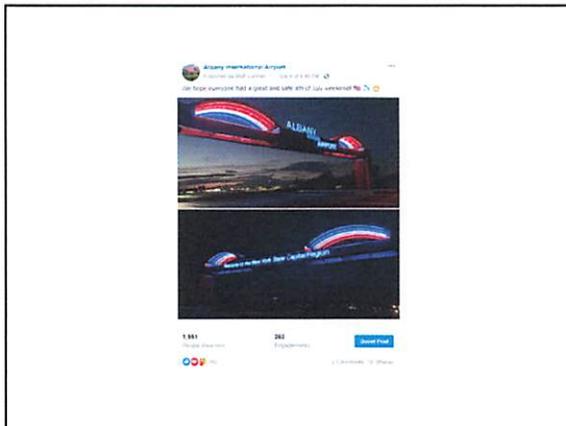




Social Media Update
As of July 14, 2020

Page	Likes/Followers	Monthly Change/Engagement
 @AlbanyAirport	6,103 Likes 6,334 Followers	+70 Likes +70 Followers 41,001 Engagement
 @AlbanyAirport	578 Followers	+22 Followers 10.6K Impressions
 @FlyAlbany	163 Followers	553 Impressions 91 Likes

Social Media Update







ALBANY COUNTY AIRPORT AUTHORITY
ALBANY INTERNATIONAL AIRPORT
ADMINISTRATION BUILDING
SUITE 200
ALBANY, NEW YORK 12211-1057

TEL: 518-242-2222
ADMIN FAX: 518-242-2641
FINANCE FAX: 518-242-2640
SITE: www.albanyairport.com

PROJECT STATUS REPORT

July 20, 2020

I. AIRSIDE IMPROVEMENTS

A) Runway 10-28 and Taxiway C Edge Light Replacement (Contract No. 946-E)

DLC Electric remobilized and is continuing the installation of the new Runway 10-28 and Taxiway C edge lights. The project includes directional drilling under several taxiways, installation of new wind cones along with the new LED edge lights and wiring. Due to the current COVID-19 situation, the contractor has been able to work longer hours and work days instead of nights, speeding the project schedule. The new edge lights and wind cones have been installed. The contractor is currently offsite waiting for delivery of runway end lights, which are back ordered. The contractor will complete work by mid-August 2020.

B) Replacement of Boarding Bridges A3, A5, B10 & C1 (Contract No. S-1039)

The Board approved the low bids for both 1039-GC and 1039-E to AERO Bridge last board meeting. Once FAA funding is in place, AERO Bridge will be submitting shop drawings for review and will be ordering the new bridges once the drawings are approved. The new bridges are currently scheduled to be erected in the Spring of 2021.

II. LANDSIDE IMPROVEMENTS

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

The existing parking revenue system has been replaced with the PARCS system. Amano McGann is working with ATI Access Control to monitor and upgrade the new PARCS system that includes LPR's (License Plate Readers) and EZ Pass Plus antennas, which are all in place and active. The Long Term, Short Term and North Garage entrances and exits are operating with the new equipment. The new equipment has been installed in the new garage. Testing of the new equipment has resumed since the new garage was opened.

B) New Parking Garage (Contract No. S-989, GCR, PC, SF & EL)

The project was divided into 4 separate contracts to expedite the construction. The Precast Concrete Contract 989-PC, which is the fabrication and erection of the precast garage, was completed. The contractor was onsite last week cleaning the brick veneer. There is a final Change Order to close out the project that is an action item for this meeting. Contract 989-SF, which is the site and utility relocations, pile driving and concrete pile caps that LeChase Construction was awarded is closed out. Contract 989-EL is for the elevators (3 units) two for the Garage and one for the Pedestrian Bridge that was awarded to Kone, Inc. is being closed out. LeChase Construction is the contractor for 989-GCR, which includes the pedestrian bridge to the Terminal, the vehicle bridge to the garage, electrical, communication and plumbing work inside the new precast structure. The contractor is currently working on punch list items. The Garage is open for business.

C) Terminal Amenities (Contract No. S-991, GC, P, R, W, ES)

This project was divided into 5 separate contracts. Contract 991-GC is for the new Terminal flooring (terrazzo tile and carpet), soffit lighting, new ceiling in Times Square and various wall finishes was awarded to VMJR Companies. VMJR has completed the terrazzo and tile work, as well as wall finishes. The crew continues to work on punch list items. Contract 991-P is for the Toilet rooms rehab and upgrades, the Pet Relief area, the ceiling and lighting in the baggage carousel area, HVAC upgrade at the ticket counters and door refinishing and replacements was awarded to VMJR Companies. VMJR has completed the work for this contract. Turner Construction and VMJR are working to close out this project. Contract 991-R for the removal of the existing skylight in A Concourse and replacement with a metal roof and photovoltaic panels mounted on top, was awarded to Kasselmann Electric. Kasselmann has completed the work and is working with Turner Construction to close out the project. Contract 991-ES is for the replacement of the escalators in the existing parking garage was awarded to Wainschaf Associates. Wainschaf has completed the installation of the new escalators and the project is closed out. Contract 991-W is for all new Wayfinding signs throughout the Terminal and new parking garage to guide people to all the Terminal amenities. The Color Ad crew completed the sign installation in the new garage this week and is working on their punch list items and contract closeout.

The Gateway Sign was erected with the Lt. Governor presiding over the unveiling. The contractor is completing the programming of the lighting systems, to allow for varied color schemes.

D) Long Term and Employee Parking Lot Paving (Contract 1009-PAV)

Due to the COVID-19 virus passenger parking is greatly reduced which allowed for a unique opportunity to empty two parking lots completely and contract to mill and pave them in entirety. New Castle Paving was the low bid contractor for this project, approved by the Board at the last Board meeting. The project is ongoing and should be completed this week weather permitting.

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

The FAA has requested some upgrades to their facility. Sage Engineering put together bid packages for Sitework (SW), HVAC (M) and Electrical (E) which were bid the end of September and approved by the Board in October. J.H. Maloy Construction has completed all the sitework except landscaping which will be completed in the Spring of 2020. Eckert Mechanical and Stilsing Electric have completed the installation of the new equipment and are in working with ACAA and the FAA to complete the punch list. Sage Engineering is completing the design for the roof and elevator replacements to be bid later this year. The FAA is restricting access to their facility due to the COVID-19.

F) New Terminal Concessions

The Hudson Valley Wine Bar was closed on January 2, 2020. Construction work was progressing but has been halted due to COVID-19. The vendor, HMS Host, has taken delivery of the new equipment, which will be installed when work resumes. The space is being converted to the Beer Union, which is going to feature craft beers. It will be advertised as part of the Taste New York campaign.

AGENDA ITEM NO. 6

Counsel

AGENDA ITEM NO. 7

Concessions/Ambassador Program



ALBANY COUNTY AIRPORT AUTHORITY
 ALBANY INTERNATIONAL AIRPORT
 ADMINISTRATION BUILDING
 SUITE 200
 ALBANY, NEW YORK 12211-1057

TEL: 518-242-2222
 ADMIN FAX: 518-242-2641
 FINANCE FAX: 518-242-2640
 SITE: www.albanyairport.com

July 20, 2020

Marketing, Concessions & Ambassador Program

Minority Percentages in the Concession’s Workforce

Date	HMS Host	OHM	Paradies	Dunkin Donuts
June 2019	20/64=31.2%	24/41=58.5%	15/24=62.5%	6/10=60%
July 2019	20/64=31.2%	23/40=57.5%	15/24=62.5%	7/12=58.3%
Aug 2019	20/58=34.5%	27/33=81.8%	13/22=59%	6/10=60%
Sept 2019	21/55=38.2%	25/32=78%	12/20=65%	6/9=66.6%
Oct 2019	23/61=37.7%	37/48=77%	16/24=66%	7/10=70%
Nov 2019	29/61=47.5%	37/45=82%	15/22=68%	8/12=66.6%
Dec 2019	27/69=39%	64/75=85.3%	15/22=68%	5/11=45.45%
Jan 2020	26/67=38.8%	60/70=86%	15/22=68%	5/11=45.45%
Feb 2020	26/60=43.3%	50/63=79.3%	13/25= 52%	5/11=45.45%
Mar 2020	0/4=0%	2/4=50%	2/10=20%	3/5=60%
April 2020	0/1=0%	0	1/8=12.5%	3/5=60%
May 2020	0/1=0%	0	2/9=22%	4/6=66.6%
June 2020	0/6=0%	17/21=80.95%	2/9=22%	4/6=66.6%

159 employees/norw 42 (26.41% of the workforce is back on staff)

Concessions

- Adirondack Lodge – closed
- Silks of Saratoga – opened on Friday June 26, 2020 (started 8 – 4 now 10 – 6)
- Starbucks – closed
- The Local – closed
- Burger King - closed
- Hudson Valley Beer Union – closed under remodel

- Empire Deli – closed
- Wolfgang Puck Pizza - closed
- Chick fil A – opened on Monday June 22, 2020 (5:00 am – 5:00 pm)

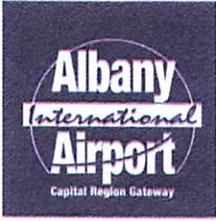
Dunkin Donuts – Open, hours of operation – 4:00 am – 8:00 pm
 Plans for remodeling are on hold.

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

AGENDA ITEM NO. 8

Public Affairs

PL



ALBANY COUNTY AIRPORT AUTHORITY
ALBANY INTERNATIONAL AIRPORT
ADMINISTRATION BUILDING
SUITE 200
ALBANY, NEW YORK 12211-1057

TEL: 518-242-2222
ADMIN FAX: 518-242-2641
FINANCE FAX: 518-242-2640
SITE: www.flyalbany.com

Public Affairs Report July 2020

EVENTS

The Airport Authority closed the third floor Observation Level following the onset of the Coronavirus. This resulted in the cancellation of events planned for the Observation Level including an AOPA Safety Seminar. Both the Patriot Flight and Leatherstocking Honor Flight cancelled their spring and fall veterans' flights to Washington. Pre-flight welcoming ceremonies for the veterans are held in the baggage claim area at 6:00 a.m.



UNCLE SAM

Uncle Sam (Fred Polnisch) greeted travelers at the Airport on the morning of Friday, July 3, 2020. This was the second year that Uncle Sam has been at the Airport prior to the July 4th holiday weekend. During the latest visit, Uncle Sam was urging travelers to wear a protective facemask while in the Airport and onboard aircraft.



REAL ID NEWS CONFERENCE

We are planning a joint event with the TSA for early October to encourage travelers to obtain a REAL ID by October 1, 2021. Due to the Coronavirus, the original October 1, 2020 date was extended one year.

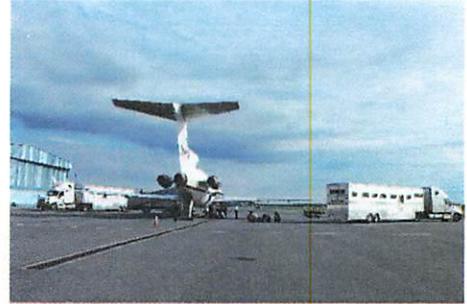


MEDIA

Reporters have been kept up-to-date on Airport actions during the pandemic via news releases, advisories, personal and phone interviews.

AIR HORSE ONE

The Saratoga racing season kicked off on July 13 with the arrival of the first Horse Plane of the season. The Tex Sutton Boeing 727 was carrying 19 horses that would be transported by Salle horse transporters from the apron to the Saratoga track. The aircraft typically uses a very “soft” landing and take-off slope so as not to frighten the special passengers. The aircraft also carries a number of grooms that travel with the horses.



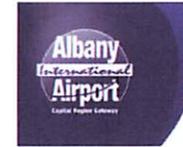
AGENDA ITEM NO. 9

Economic Development

92

Social Media Update

As of July 14, 2020



Page	Likes/Followers	Monthly Change/Engagement
 @AlbanyAirport	6,103 Likes 6,334 Followers	+70 Likes +70 Followers 41,001 Engagement
 @AlbanyAirport	578 Followers	+22 Followers 10.6K Impressions
 @FlyAlbany	163 Followers	553 Impressions 91 Likes

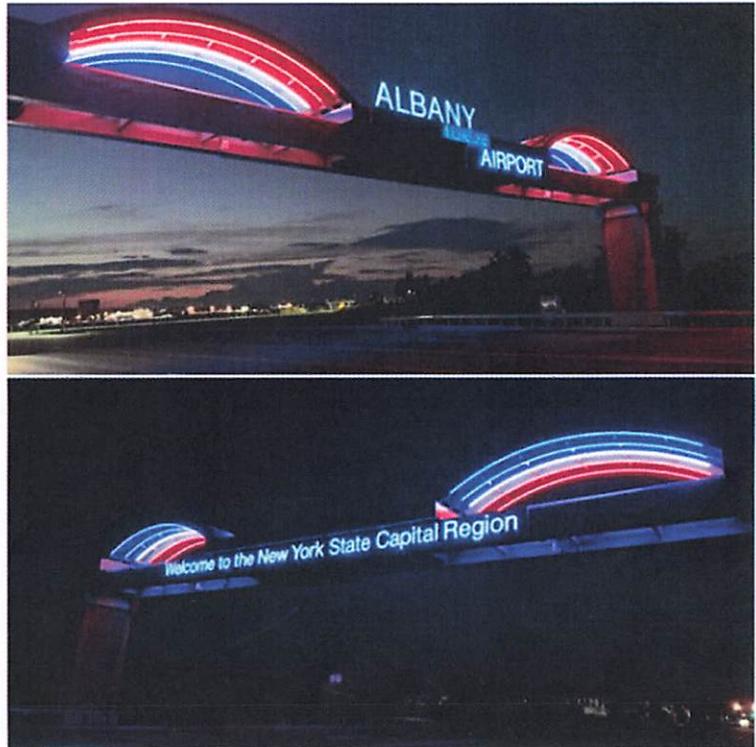


Albany International Airport



Published by Matt Cannon [?] · July 5 at 9:46 PM

We hope everyone had a great and safe 4th of July weekend! 🇺🇸 ✈️ 😊



1,951
People Reached

263
Engagements

[Boost Post](#)

116

2 Comments 10 Shares

AGENDA ITEM NO. 10

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

AGENDA ITEM NO. 10.1

**Construction Contract: Authorization to
Award Contract 20-1047-GC: Terminal
Escalators # 22-23 Replacement**

AGENDA ITEM NO: 10.1
MEETING DATE: July 20, 2020

ALBANY COUNTY AIRPORT AUTHORITY
REQUEST FOR AUTHORIZATION

DEPARTMENT: *Planning and Engineering*

Contact Person: *Stephen Iachetta, AICP, Airport Planner*

PURPOSE OF REQUEST:

Construction Contract: *Authorization to Award Contract 20-1047-GC: Terminal Escalators # 22-23 Replacement*

CONTRACT AMOUNT: *\$1,199,000*

BUDGET INFORMATION:

Anticipated in Current ALB Capital Plan: Yes J No ___ NA
Funding Account No.: CPN 50-2001

FISCAL IMPACT - FUNDING (Dollars or Percentages)

Federal 0% State 0% Airport/PFC 100%
Term of Funding: 2020-2022
Grant No.: NA; STATE PIN: NA

JUSTIFICATION:

Authorization is requested to award Contract 20-1047-GC for Terminal Baggage Claim Escalators 22-23 Replacement to qualified low-bidder Wainschaf Associates, Inc. of Rensselaer in the amount of \$1,199,000 as recommended by Project Engineer, Aaron Rasco in the attached post-bid analysis letter. The bid follows extensive advertising of the Notice to Bidders and over 17-planholders of record. The General Contractor received proposals from multiple escalator manufacturers who attended the pre-bid meeting.

The scope includes but is not limited to in-truss modernization of Escalators #22-23 at the terminal baggage claim area, selective demolition and removals for placement of new components, temporary hard wall protective barriers and the use of special rigging.

Passenger Facility Charge funding was approved as part of Application #20-04-C-00-ALB in the amount of \$1,100,000. The remaining amount of \$99,000 will be funded from ACAA Development Account. Award is contingent on New York State Apprenticeship program compliance. Adjacent public stairs and Escalators #16-17 will remain in use through the project. Demolition will be performed at night or with sound-insulation barriers to mitigate potential passenger complaints.

ACAA Approved
Contingent on NYS
Apprenticeship
Program
Compliance
07/20/2020

AGENDA ITEM NO: 10.1
MEETING DATE: July 20, 2020

CHIEF EXECUTIVE OFFICER'S RECOMMENDATION:

Recommend approval.

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

PROCUREMENT DEPARTMENT APPROVAL:

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

BACK-UP MATERIAL:

Please refer to the attached Certified Bid Table, Engineer's letter of recommendation for award, Contract Bid Form; Plan-holders List and Notice to Bidders and Site Location Map.

Architectural Resources

505 Franklin Street
Buffalo, NY 14202

716 883 5566
716 883 5569 fax
mail@archres.com

303 West 13th Street
New York, NY 10014

212 674 1457



July 13, 2020

Mr. Philip F Calderone, Esq.
Albany County Airport Authority CEO
Albany International Airport
Administration Building
Second Floor
Albany, NY 12211

Terminal Escalator Replacement #22 & #23 Authority Contract No. 1047-GC A|r Project No. 630.02

Mr. Calderone,

The receipt of bids for the above Contract were received by the Airport Authority on July 09, 2020. We were subsequently asked to perform post bid interviews and provide a letter recommendation.

Architectural Resources Representative, Aaron Rasco contacted Rob Stone, Project Manager with Wainschaf Associates, Inc., the apparent low bidder, to review qualifications and scope confirmation. During the tele-conference, the following key items were reviewed and confirmed:

- The General Contractor attended the pre-bid conference call and is very familiar with the site.
- The General Contractor only received a proposal from Kone Elevator to complete the escalator scope of work.
- The General Contractor has recently completed an escalator replacement project with Kone Elevator at the Albany Airport.
- The General Contractor indicated that the construction duration of 200 calendar days is adequate for the scope of work. The only concern raised was regarding the work restriction between Thanksgiving and New Year. The escalator equipment should be delivered in November. If they are not able to start until January 4th there is concern with losing these 39 days.
- The General Contractor has a clear understanding of the scope and is aware of the special site security and material delivery restrictions.
- The Subcontractor, Kone Elevator has completed numerous escalator projects similar to the scope proposed for this Project.

Architectural Resources also spoke with Stephen Iachetta, AICP; Project Manager and was advised that Wainschaf Associates have handled multiple projects at the



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Albany airport, including the most recent escalator replacement project for escalators #16, #17, #20 & #21. We were advised they repeatedly complete projects within budget and on schedule.

Upon final review, Architectural Resources, based on the above information, would recommend award of the project to Wainschaf Associates, Inc. for their bid price of \$1,199,000.

Should you have any further questions, please do not hesitate to contact us.

Sincerely,

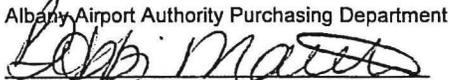
Aaron J Rasco, AIA

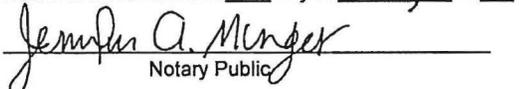


**CONTRACT #1047-GC
Escalator Replacement**

Company Name	Wainschaf Associates	Duncan & Cahill
Addendum #1	X	X
Addendum #2	X	X
Addendum #3		X
Lump Sum Bid	\$1,199,000.00	\$1,248,900.00
Bid Bond	5%	5%
Board of Directors	X	X
Non-Collusion	X	X
Qualification Questionnaire	X	X
Acknowledgment	X	X

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

Albany Airport Authority Purchasing Department

 Bobbi Matthews
 Purchasing Agent

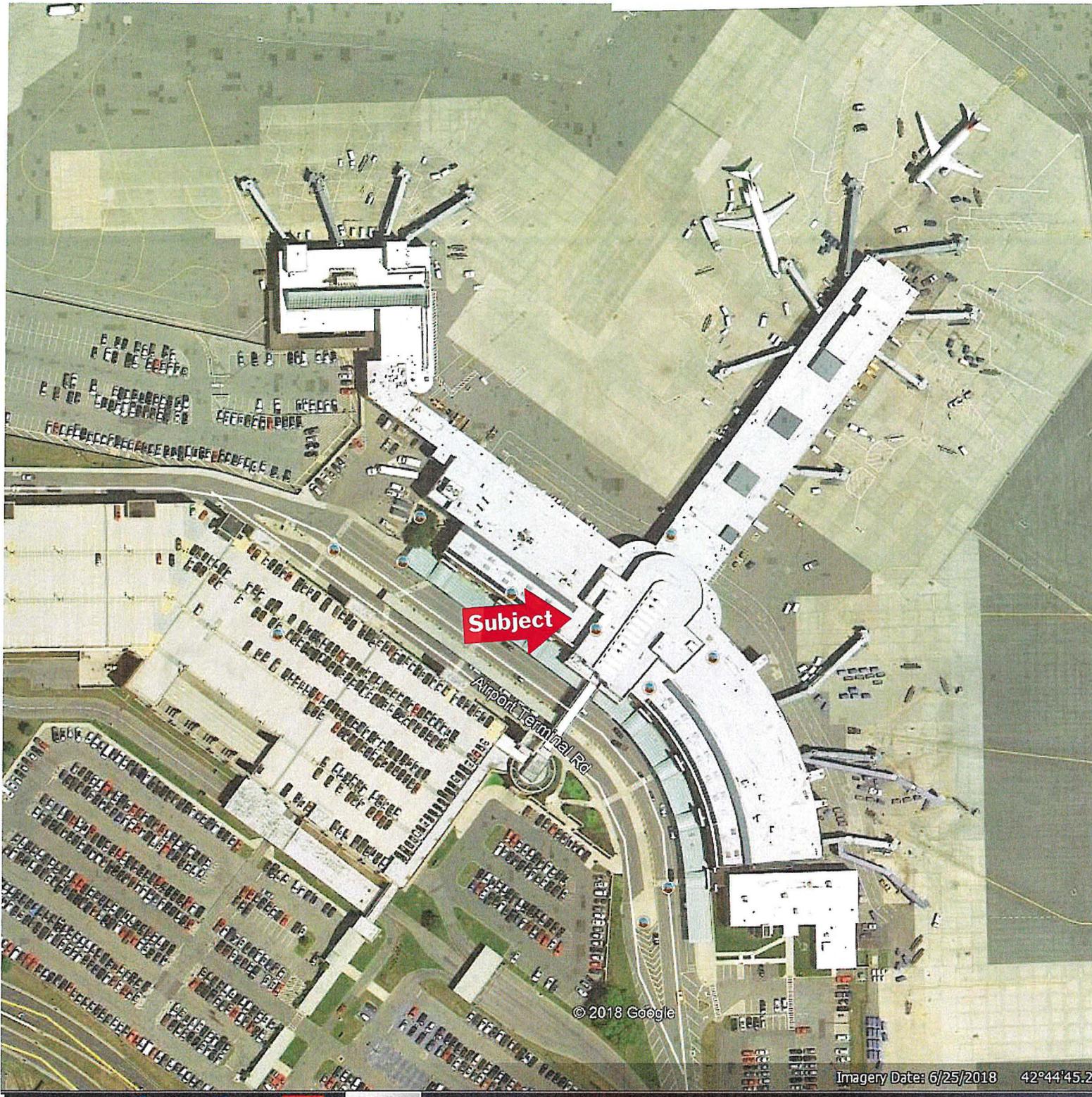
Sworn to before me this 10th day of July, 2020

 Notary Public

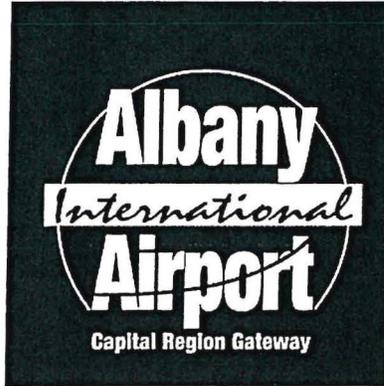
JENNIFER A. MUNGER
 Notary Public, State of New York
 No. 01MU6246332
 Qualified in Schenectady County
 Commission Expires Aug 08, 2023

ALBANY COUNTY AIRPORT AUTHORITY
INVITATION FOR BID

Sealed bids are hereby requested by the Albany County Airport Authority for **Contract No. 1047-GC&E for ESCALATOR REPLACEMENT at Albany International Airport**. The project scope of work includes a complete in-truss modernization of Escalators #22 & #23 located in the baggage claim area of the main terminal. The work will consist of General Construction and Electrical work as prime contractors. The General Construction work includes, but is not limited to: selective demolition, construction of temporary hard wall barriers, removals, and installation of major escalator components including the use of special rigging. The Electrical Work includes, but is not limited to: safety switch, pit lighting and receptacle replacement, existing feeder connections to new escalator equipment including miscellaneous connections. There is no hazardous materials abatement anticipated for the scope of the work. Contractors will be required to comply with all Airport access control protocols as well as special work schedules. Bid DOCUMENTS MAY BE OBTAINED beginning at 10:00 AM on **June 11, 2020**, from Bid Net Direct by visiting www.bidnetdirect.com/albany-county-airport-authority or AT THE ALBANY COUNTY AIRPORT AUTHORITY PURCHASING OFFICE for a non-refundable fee of \$75.00. No bid shall be considered unless the organization making the bid has first obtained a copy of the IFB. In accordance with State Finance Law §§139-j and 139-k, this solicitation includes and imposes certain restrictions on communications between the Airport Authority and an Offerer/bidder during the procurement process. An Offerer/bidder is restricted from making contacts from the earliest notice of intent to solicit offers by this solicitation through final award and approval of the Procurement Contract by the Authority ("restricted period") to other than designated staff unless it is a contact that is included among certain statutory exceptions set forth in State Finance Law §139-j(3)(a). Designated staff, as of the date hereof, is Bobbi Matthews, Purchasing Agent. Authority employees are also required to obtain certain information when contacted during the restricted period and make a determination of the responsibility of the Offerer/bidder pursuant to these two statutes. Certain findings of non-responsibility can result in rejection for contract award and in the event of two findings within a 4 year period the Offerer/bidder is debarred from obtaining governmental Procurement Contracts. Further information about these requirements can be found by request to the designated staff and the New York State Office of General Services Advisory Council on Procurement Lobbying Web site at: <https://www.ogs.ny.gov/acpl/>. A non-mandatory pre-bid meeting will be held on **June 24, 2020 at 10:00 A.M.** by telephonic means. All interested parties **MUST** pre-register for this meeting by emailing the Airport Purchasing Agent at bmatthews@albanyairport.com or call 518-242-2213. Only those bids in the hands of the ALBANY COUNTY AIRPORT AUTHORITY, PURCHASING OFFICE, ADMINISTRATION BUILDING, ROOM 204, SECOND FLOOR, ALBANY, NEW YORK 12211 at **2:00 P.M. (EST) July 9, 2020**, shall be considered. Bids shall be opened and read at such time. Bidders will not physically attend the bid opening. Bidders may listen via telephonic mean. Instructions will be distributed to bidders. This opening will be recorded and available upon request to the Airport Authority Purchasing Department. MWBE/SDVOB RESPONSES ARE ENCOURAGED.

ESCALATOR 22-23 SITE LOCATION





PROJECT MANUAL
FOR
TERMINAL ESCALATOR #22 & #23 REPLACEMENT
ALBANY COUNTY AIRPORT AUTHORITY
CONTRACT NO. 1047-GC & E

Release - June 11, 2020 @ 10:00 a.m.
Pre-Bid - June 24, 2020 @ 10:00 a.m.
Opening - July 9, 2020 @ 2:00 p.m.

ARCHITECT:

Architectural Resources, P.C.
505 Franklin Street
Buffalo, New York 14202

Telephone: 716-883-5566
Facsimile: 716-883-5569
E-Mail: dscheu@archres.com

Unauthorized alteration or addition to the
Contract Documents referenced herein is a
violation of Section 7209 Subdivision 2 of the
New York State Education Law



BID FORM**a) PROJECT IDENTIFICATION:**

Terminal Escalator #22 & #23 Replacement
 Albany County Airport Authority
 Albany International Airport
 Albany, New York
Contract No. 1047-GC

b) THIS BID IS SUBMITTED TO:

Albany County Airport Authority
 Purchasing Agent
 Albany International Airport
 Administration Building, Room 204
 Albany, New York 12211

c) TIME OF COMPLETION:

Substantial completion is 200 calendar days after Notice to Proceed. Final completion is 210 calendar days after Notice to Proceed.

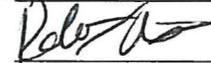
The undersigned BIDDER proposes and agrees, if this Bid is accepted, to enter into an Agreement with AUTHORITY in the form included in the Contract Documents to complete all Work as specified or indicated in the Contract Documents for the Contract Price and within the Contract Time indicated in the Agreement and in accordance with the Contract Documents.

BIDDER accepts all of the terms and conditions of the Instructions to Bidders, including without limitation those dealing with the disposition of Bid Security. This Bid will remain open for forty-five (45) days after the day of Bid opening. BIDDER will sign the Agreement and submit the Bonds and other documents required by the Contract Documents within (7) calendar days after the date of AUTHORITY'S Notice of Award.

In submitting this Bid, BIDDER represents, as more fully set in the Agreement, that:

- (a)** BIDDER has examined the site and locality where the Work is to be performed, the legal requirements (federal, state and local laws, ordinances, rules and regulations) and the conditions affecting cost, progress or performance of the Work and has made such independent investigations as BIDDER deems necessary;
- (b)** This Bid is genuine and not made in the interest of or on behalf of any undisclosed person, firm or corporation and is not submitted in conformity with any agreement or rules of any group, association, organization or corporation; BIDDER has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid; BIDDER has not solicited or induced any person, firm or a corporation to refrain from bidding; and BIDDER has not sought by collusion to obtain for himself any advantage over any other Bidder or over AUTHORITY;
- (c)** BIDDER has examined copies of all of the Contract Documents;

- (d) BIDDER further understands and agrees that he is to furnish and provide for the lump sum amount of the Base Bid, plus the amount Bid for any Alternates as selected by the AUTHORITY, if any, totaled separately, all the necessary material, machinery, implements, tools, labor, services, and other items of whatever nature, and to do and perform all the construction necessary under the aforesaid conditions, to complete the Work in accordance with the Contract Documents, which it is agreed, are a part of this Bid, and to accept in full compensation therefore the amount of the total lump sum Bid.
- (e) BIDDER further agrees that, at any time during the progress of Work, if the AUTHORITY adds, alters or omits portions of the Work, BIDDER shall so perform such Work and accept as compensation a lump sum price mutually agreed to prior to the start of the Additional Work.
- (f) BIDDER acknowledges the receipt of the following addenda: (If none, so state and affix signature).

<u>Addendum</u>	<u>Date</u>	<u>Signature</u>
<u>1</u>	<u>6/22/2020</u>	<u></u>
<u>2</u>	<u>6/25/2020</u>	<u></u>
<u> </u>	<u> </u>	<u> </u>
<u> </u>	<u> </u>	<u> </u>

and have included these requirements in the Bid.

- (g) BIDDER will complete all the Work for the total Lump Sum Bid of:
 One Million One Hundred Ninety Nine Thousand and 00/100

 Dollars (\$1,199,000.00).

BIDDER agrees that the Work will be substantially completed within the number of calendar days indicated in Article 4.1 of the Agreement.

BIDDER accepts the provisions of Article 4.2 of the Agreement as to liquidated damages in the event of failure to complete the Work within the Contract Time.

The terms used in this Bid are defined in the Agreement or elsewhere in the Contract Documents and have the meanings assigned to them in the Agreement or other Contract Documents.

The following documents are attached to and made a part of this Bid:

- (a) Bid Bond
- (b) Certified Copy of Resolution of Board of Directors
- (c) Non-Collusion Form
- (d) Bidder Qualification Questionnaire

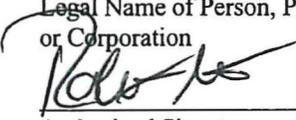
(e) Acknowledgment by Bidder

DATE: July 9, 2020

Wainschaf Associates, Inc.

Legal Name of Person, Partnership
or Corporation

By:


Authorized Signature

Vice President of Field Operations

Title

589 3rd Avenue Extension

Address

Rensselaer, NY 12144

Rob Stone

NAME OF CONTACT PERSON

518-449-2220

TELEPHONE NUMBER

518-449-1438

FACSIMILE NUMBER

FORM OF BID BOND

(To be submitted, at the option of the Bidder, in lieu of certified check for guarantee.)

Bond No. WAIN6-29-20-1

KNOW ALL MEN BY THESE PRESENTS, That we, the undersigned, _____
Wainschaf Associates, Inc.

as Principal, and Western Surety Company

as Surety, are hereby held and firmly bound unto the Albany County Airport Authority, Administration Building, Second Floor, Albany International Airport, Albany, New York 12211 (the "AUTHORITY"), as Obligee, in the penal sum of Five Percent of the Amount Bid

 Dollars, (\$ (5%)) lawful money of the United States of America, for the payment of which well and truly to be made, we hereby jointly and severally bind ourselves, our heirs, executors, administrators, successors and assigns.

WHEREAS, the Principal has submitted to the Obligee a certain Bid, dated July 9, 2020, attached hereto and made a part hereof, to enter into an Agreement in writing, for the rehabilitation and/or construction of the Work specified in such Bid and Agreement.

Terminal Escalator #22 & #23 Replacement, Contract 1047 - GC

NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION IS SUCH, that:

- (a) If said Bid shall be rejected, or in the alternate,
- (b) If said Bid shall be accepted and the Principal shall execute and deliver an Agreement in the form of Agreement attached hereto (properly completed in accordance with said Bid) and shall furnish a bond for his faithful performance of said Agreement, and for the payment of all persons performing labor or furnishing materials in connection therewith, and shall in all other respects perform the Agreement created by the acceptance of said Bid, 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, in the aggregate, the penal amount of this obligation as herein stated.

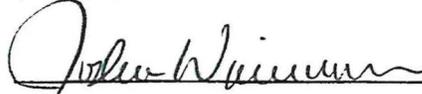
The Surety, for value received, hereby stipulates and agrees that the obligations of said Surety and its bond shall be in no way impaired or affected by an extension of the time within which the AUTHORITY may accept such Bid; and said Surety does hereby waive notice of any such extension.

IN WITNESS WHEREOF, the Principal and Surety have hereunto set their hands and seals and such of them as are corporations have caused their corporate seals to be hereto affixed and these presents to be signed by their proper officers, this 29th day of June, 2020.

Wainschaf Associates, Inc.

(Principal)

By:

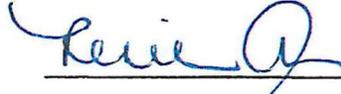


Joshua Wainman, President

Western Surety Company

(Surety)

By:



Renee A. Manny, Attorney-in-Fact

STATE OF NEW YORK)
COUNTY OF Rensselaer)

Bond No. **WAIN6-29-20-1**

C On this 2nd day of July, 2020 before me personally came
O **Joshua Wainman** to me known, being sworn
R by me, did depose and say that he/she resides in **East Greenbush, NY**
P that he/she is the **President** of **WAINSCRAF ASSOCIATES, INC.**
O the corporation described in and which
R executed the above instrument; that he/she knows the said seal of such
A corporation; that the seal affixed to said instrument is such corporate
T seal; and that it was so affixed by the order of the Board of Directors of
I said corporation, and that he/she signed his/her name thereto by like order.
O
N Sworn to and acknowledged on the above date, Beth Bobel.

BETH BOBEL
Notary Public, State of New York
No. 4989793
Qualified in Rensselaer County
Commission Expires December 16, 2021

STATE OF NEW YORK)
COUNTY OF RENSSELAER)

S On this 29th day of June, 2020 before me personally came
U **Renee A. Manny** to me known who resides in **Rensselaer, NY**
R and duly sworn and says that he/she is the Attorney-in-fact of
E the **WESTERN SURETY COMPANY**
T and knows the corporate seal and that it was affixed thereto by order of the
Y Board of Directors by Power of Attorney of said Company; of which a certified
copy is attached; and that he/she signed said instrument as an Attorney-in-Fact
of said Company by like authority.

Sworn to and acknowledged on the above date, Jennifer S. Vanat.

JENNIFER S. VANAT
Notary Public, State of New York
Qualified In Columbia County
Reg # 01VA6135808
Commission Expires Oct. 24, 2021

I STATE OF NEW YORK)
N COUNTY OF _____)
D

I On this _____ day of _____, 20____, before me personally came
V _____ to me known and known to me to be
I the person described in and who executed the foregoing instrument and
D he thereupon acknowledged to me that he executed the same.

U Sworn to and acknowledged on the above date, _____.
A
L

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

Arnold E Finaldi Jr, David W Cooper, Charles R Daniels III, Mark C Nickel, Kevin J Garrity, Christopher Terzian, Stephen J Donnelly, Audrey J Danielson, John C Tickner, Vikki L LaVean, Lori A Francett, Renee A Manny, Derek P Hannon, John F Murray Jr, Diane M Peligian, Mary Dixon, Milton H Kotin, Jennifer Susan Vanat, Tanya M Volk, Individually

of East Greenbush, 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 31st day of March, 2020.



WESTERN SURETY COMPANY

Paul T. Bruflat
Paul T. Bruflat, Vice President

State of South Dakota }
County of Minnehaha } ss

On this 31st day of March, 2020, 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
June 23, 2021



J. Mohr
J. Mohr, 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 29th day of June, 2020.



WESTERN SURETY COMPANY

L. Nelson
L. Nelson, Assistant Secretary

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.

WESTERN SURETY COMPANY
Sioux Falls, South Dakota
Statement of Net Admitted Assets and Liabilities
December 31, 2019

ASSETS

Bonds	\$	1,943,152,245
Stocks		27,166,227
Cash, cash equivalents, and short-term investments		27,903,793
Receivables for securities		-
Investment income due and accrued		17,854,019
Premiums and considerations		56,706,652
Amounts recoverable from reinsurers		1,307,522
Current federal and foreign income tax recoverable and interest hereon		2,678,469
Net deferred tax asset		11,798,536
Receivable from parent, subsidiaries, and affiliates		12,821,583
Other assets		601
Total Assets	\$	2,101,389,646

LIABILITIES AND SURPLUS

Losses	\$	206,051,147
Loss adjustment expense		52,124,445
Commissions payable, contingent commissions and other similar charges		9,862,381
Other expenses (excluding taxes, license and fees)		3,624
Taxes, License and fees (excluding federal and foreign income taxes)		3,875,999
Federal and foreign income taxes payable		-
Unearned premiums		248,521,840
Advance premiums		6,112,006
Ceded reinsurance premiums payable (net of ceding commissions)		1,673,524
Amounts withheld or retained by company for account of others		5,332,206
Provision for reinsurance		290,516
Payable to parent, subsidiaries and affiliates		2905
Payable on security transactions		-
Other liabilities		97,836
Total Liabilities	\$	533,948,430

Surplus Account:

Common stock	\$	4,000,000
Gross paid in and contributed surplus		280,071,837
Unassigned funds		1,283,369,380
Surplus as regards policyholders	\$	1,567,441,217
Total Liabilities and Capital	\$	2,101,389,646

I, Amy Smith, Senior 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, 2019, 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.

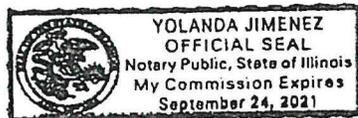


Western Surety Company

By Amy Smith
Senior Vice President

Subscribed and sworn to me this 11th day of March, 2020.

My commission expires:



By Yolanda Jimenez
Notary Public

**CERTIFIED COPY OF RESOLUTION OF
BOARD OF DIRECTORS OF**

(NAME OF CORPORATION)

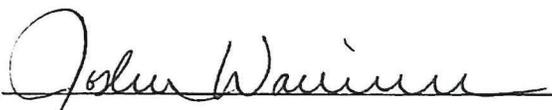
RESOLVED that Rob Stone, Vice President of Field Operations
(Person Authorized to Sign) (Title)

of Wainschaf Associates, Inc. be authorized to sign and
(NAME OF CORPORATION)

submit the Bid of this corporation for the following Project: Terminal Escalator #22 & #23 Replacement and to include in such bid the certificate as to non-collusion, and for any inaccuracies or misstatements in such certificate this corporate Bidder shall be liable under the penalties of perjury.

The foregoing is a true and correct copy of the resolution adopted by _____
Wainschaf Associates, Inc. at a meeting of its Board of Directors
held
(NAME OF CORPORATION)

on the 3rd day of January 2020

By: 

Title: President

(SEAL)

The above form must be completed if the Bidder is a Corporation.

ALBANY COUNTY AIRPORT AUTHORITY

STATEMENT OF NON-COLLUSION

Pursuant to Section 2878 of the New York Public Authorities Law.

Non-collusive bidding certification.

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

- (1) The prices in this Bid 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 Bidder or with any competitor;
- (2) Unless otherwise required by law, the prices which have been quoted in this Bid have not been knowingly disclosed by the Bidder and will not knowingly be disclosed by the Bidder prior to opening, directly or indirectly, to any other Bidder or to any competitor; and,
- (3) No attempt has been made or will be made by the Bidder to induce any other person, partnership or corporation to submit or not to submit a bid for the purpose of restricting competition.

This statement is subscribed by the undersigned and affirmed by such bidder as true under the penalties of perjury.

FIRM (Bidder) Wainschaf Associates, Inc.



SIGNED

DATE July 9, 2020

(b) A bid shall not be considered for award nor shall any award be made where (a)(1) (2) and (3) above have not been complied with; provided however, that if in any case the bidder cannot make the foregoing certification, the bidder shall so state and shall furnish with the bid a signed statement which sets forth in detail the reasons therefor. Where (a) (1) (2) and (3) above have not been complied with, the bid shall not be considered for award nor shall any award be made unless the head of the purchasing unit of the state, public department or agency to which the bid is made, or his designee, determines that such disclosure was not made for the purpose of restricting competition.

The fact that a bidder (a) has published price lists, rates, or tariffs covering items being procured, (b) has informed prospective customers of proposed or pending publication of new or revised price lists for such items, or (c) has sold the same items to other customers at the same prices being bid, does not constitute, without more, a disclosure within the meaning of subparagraph one (a).

**BIDDER'S QUALIFICATION
QUESTIONNAIRE**

CONTRACT NO. 1047-GC & E

TERMINAL ESCALATOR #22 & #23 REPLACEMENT

The undersigned guarantees the accuracy of all statements and answers herein contained. *(Please print in ink).*

1. How many years has your firm been in business as a Contractor?

40

2. List up to three (3) projects of this nature that you have completed in the last three (3) years, and give the name, address and telephone number of a reference from each. Also give the completion date, the original contract bid price and the completed cost of each project listed.

Albany Airport - Garage Escalator: CS Group Mike LaMontagne (315) 345-7430

Original \$775,000 Completed \$817,674

Albany Airport - Escalator Replac. #16, 17, 20 & 21: Architectural Resources Terry Brittan (716) 883-5566

Original \$1,855,528 Completed \$1,855,528

Amtrak -Alb-Ren Chris Angelone (215) 349-3954 Original \$3,354,048 Completed \$3,385,738

3. List projects presently under construction by your firm the dollar volume of the contract and the percentage completion of the contract.

See Attached

4. Have you ever failed to complete work on a contract awarded to you? If so, state where and why.

No

5. Do you plan to subcontract any part of this work? If so, give details.

Yes, Escalator, Painting, Carpentry, Trucking

6. What equipment do you own that is available for this work?

Scissor Lift, Lull

7. What equipment do you plan to rent or purchase for this work?

Fork Lift

8. Have you ever performed work under the direction of a Professional Engineer or Registered Architect? If so, list up to three (3) such firms giving the name of the firm, its address, telephone number and the name of the project. (List most recent projects).

Hyman Hayes Architects: Stan Hayes (518) 452-3470 Ext. 209 - AMC - A Basement Project

SMRT Architects & Engineers: Nicole Maurer (518) 782-2316 - Excelsior College

Architecture+: Will Dorgan (518) 272-4481 ACCA - Albany & RPI Dorms

9. Give the name, address and telephone number of an individual who represents each of the following and whom the Authority may contact to investigate your financial responsibility: a surety, a bank, and a major material supplier.

Rose & Kiernan - Tyler Kuznia (518) 244-4374

Community Bank - Shoham Pirentino (518) 758-7101

Curtis Lumber (518) 477-7503

10. Give a summary of your financial statement. List assets and liabilities, use an insert sheet, if needed. Only the three (3) lowest bidders shall submit this information to the Authority within one hundred twenty (120) hours of the opening of the Bids.

Will submit if requested

11. Is your firm presently or has your firm ever been a party defendant in a lawsuit commenced against your firm alleging failure to properly complete work in accordance with the contract for same; if so, give details.

No

12. Has your firm received two (2) Final Determinations within any consecutive six-year period, the second final determination occurring within the past five (5) years, that your firm willfully failed to pay the prevailing rate of wages or to provide supplements in accordance with Article 8 of the Labor Law? If so, give details.

No

13. Disclosure of prior Non-Responsibility Determinations

A. 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:

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

No Yes

C. 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

D. 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)

E. 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

F. 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)

14. State the true, exact, correct and complete name of the partnership, corporation and trade name under which you do business, and the address of the place of business. (If a partnership, state the name of all general partners. If a trade name, state the names of the individuals who do business under the trade name.) It is absolutely necessary that this information be furnished.

Complete Legal Name of Bidder Wainschaf Associates, Inc.

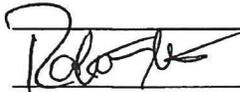
(a) The Bidder is a Corporation
(corporation, partnership, or individual)

(b) The State of incorporation or partnership is New York

(c) The address of principal place of business is (in case of an individual, also list residence):
589 3rd Ave. Extension, Rensselaer, NY 12144

(d) The names of the corporate officers, or partners, or individuals doing business under a trade name, are as follows:

Joshua Wainman



Signature of BIDDER

Robert Stone, Vice President of Field Operations
Print Name and Title

Robert Stone (518) 449-2220 (518) 449-1438
Name of Contact Person –Telephone No. – Facsimile No.

3.4 Jobs in Progress

<u>Projects</u>	<u>Owner</u>	<u>Architect</u>	<u>Contract \$</u>	<u>% Comp</u>
Fucillo Ford East Greenbush	WBI Properties XVI	Lanmon Architects	4,275,054.00	98.49
St. Margaret's Center - HVAC & Elec	Center For Disability Services	Invision Architects	2,721,818.00	8.47
Academy of the Holy Names	Academy of the Holy Names	CSArch	1,579,315.82	98.97
Chatham CSD - 2018 Alterations	Chatham Center School District	SEI Design Group	2,808,314.36	66.46
Regeneron B26 SPAR Office	Regeneron Pharmaceuticals, Inc.	HBT Architects	633,187.00	93.49
Regeneron B26 Autolask	Regeneron Pharmaceuticals, Inc.	HBT Architects	4,217,210.00	60.01
SUNY Rehab Toilet Rooms - Phase II	State University Construction Fund	Dembling & Dembling	3,282,000.00	19.35
Regeneron B26 Addition Labs	Regeneron Pharmaceuticals, Inc.	HBT Architects	8,060,552.89	88.74
Accent Furniture Lobby Upgrades	Accent Furniture		92,250.00	36.39
Regeneron B26 - Replace Roof	Regeneron Pharmaceuticals, Inc.	HBT Architects	495,312.00	99.75
Regeneron - B26 Virology	Regeneron Pharmaceuticals, Inc.	HBT Architects	2,067,011.00	60.96
Regeneron - B26 Warehouse	Regeneron Pharmaceuticals, Inc.	HBT Architects	1,271,479.00	62.36
Regeneron B26 Generator	Regeneron Pharmaceuticals, Inc.	HBT Architects	294,454.00	0.30
Regeneron Global View - Miscellaneo	Regeneron Pharmaceuticals, Inc.	HBT Architects	18,567.00	0.00
Regeneron DayCare Ctr Interior Dem	Regeneron Pharmaceuticals, Inc.	HBT Architects	218,879.00	82.80
CDPC - Renovate Inpatient Bathrooms	NYS - Office of General Services	Hyman Hayes Architects	705,000.00	1.23
Regeneron B26 Lobby Renovation	Regeneron Pharmaceuticals, Inc.	HBT Architects	913,403.00	24.57
Regeneron B85 Bathrooms Rms 279 & 2	Regeneron Pharmaceuticals, Inc.	HBT Architects	295,895.00	17.34
CDPC Pharmacy Fit-Up	NYS - DASNY	Architecture+	410,000.00	1.63
Crellin Park - Concrete	Town of Chatham	Wallace Architecture	61,520.00	1.31
Crellin Park-Construction	Town of Chatham	Wallace Architecture	224,750.00	1.34

By acknowledging, below, Bidder certifies that all information provided (including information with respect to State Finance Law §139k) is complete, true and accurate. The Authority reserves the right to terminate the contract in the event it is found that the certification filed by the Bidder in accordance with New York State Finance Law §139k was intentionally false or intentionally incomplete. Upon such finding, the Authority may exercise its termination right by providing written notification to the Bidder in accordance with the written notification terms of this contract.

ACKNOWLEDGMENT BY BIDDER:

If Individual or Individuals:

State of _____)
County of _____) ss.:

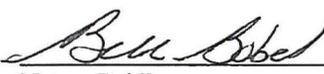
On this _____ day of _____, 20__ before me personally appeared _____, known to me to be same person(s) described in and who executed the within instrument, and ___he (or they severally) acknowledged to me that ___he (or they) executed the same.

Notary Public
State of _____
Qualified in _____
My Commission expires _____

If Corporation:

State of NY)
County of Rensselaer) ss.:

On this 8th day of July, 2020 before me personally appeared _____, to me known, who, being by me sworn, did say that (he) resides at (give address) 589 3rd Avenue Extension, Rensselaer, NY 12144; that he is the (give title) Vice President of Field Operations of (name of Corporation), Wainschaf Associates, Inc., the Corporation described in and which executed the above instrument; that he knows the seal of the Corporation; that the seal was affixed to the foregoing instrument by order of the Board of Directors of the Corporation; and that he signed his name thereto by like order.



Notary Public
State of _____
Qualified in _____
My Commission expires _____
BETH BOBEL
Notary Public, State of New York
No. 4989793
Qualified in Rensselaer County
Commission Expires December 16, 2021

AGENDA ITEM NO. 10.2

**Lease: Authorization of Lease #20-1059-L,
Transportation Security Administration
(TSA) / General Services Administration
(GSA) Lease (GS-02B-LNY00753), for
Terminal Space.**

AGENDA ITEM NO: 10.2
MEETING DATE: July 20, 2020

ALBANY COUNTY AIRPORT AUTHORITY
REQUEST FOR AUTHORIZATION

ACAA Approved
07-20-2020

DEPARTMENT: *Finance / Legal*

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

PURPOSE OF REQUEST:

Lease: *Authorization of Lease #20-1059-L, Transportation Security Administration (TSA) / General Services Administration (GSA) Lease (GS-02B-LNY00753), for Terminal Space.*

CONTRACT AMOUNT:

Year 1: \$543,721.50 (\$61.50 per sqft)
Year 2: \$552,562.50 (\$62.50 per sqft)
Year 3: \$561,403.50 (\$63.50 per sqft)
Year 4: \$570,244.50 (\$64.50 per sqft)
Year 5: \$579,085.50 (\$65.50 per sqft)

BUDGET INFORMATION:

Anticipated in Current Budget: Yes No NA

FISCAL IMPACT - FUNDING (Dollars or Percentages)

Federal State Airport NA

JUSTIFICATION:

TSA occupies 9,198 sqft of office space in the terminal building and said lease will expire on July 31, 2020. TSA, via their lease negotiator GSA, has requested that this lease be renewed for a five-year period with one-five year option. The new leased area is reduced to 8,841 sqft, but may increase to include two additional office in Concourse B.

The lease is for an original term of five years with an initial rate of \$61.50 sqft/year (\$45,310.13/month, \$543,721.50/year) and has annual escalators of \$1.00/sqft per year throughout the remaining term and option period. The current lease rate is \$48.80 sqft/yr.

CHIEF EXECUTIVE OFFICER'S RECOMMENDATION:

Recommend approval.

AGENDA ITEM NO: 10.2
MEETING DATE: July 20, 2020

FINAL AGREEMENT SUBJECT TO APPROVAL BY COUNSEL: YES ✓ NA _____

BACK-UP MATERIAL: *Please see attached draft lease.*

LEASE NO. GS-02B-LNY00753

On-Airport Lease
GSA FORM L201D (February 2020)

This Lease is made and entered into between **ALBANY COUNTY AIRPORT AUTHORITY** (Lessor), whose principal place of business is 737 Albany Shaker Road, Albany NY 12211, and whose interest in the Property described herein is that of Fee Owner, and the **UNITED STATES OF AMERICA**, (Government), acting by and through the designated representative of the General Services Administration (GSA), upon the terms and conditions set forth herein.

Witnesseth: The parties hereto, for the consideration hereinafter mentioned, covenant and agree as follows:

Lessor hereby leases to the Government the Premises described herein, being all or a portion of the Property located at the **Albany International Airport, Albany Shaker Road, Albany NY 2211-1057**, and more fully described in Section 1 and Exhibit **A**, together with rights to the use of parking and other areas as set forth herein, to be used for such purposes as determined by GSA.

LEASE TERM

To Have and To Hold the said Premises with its appurtenances for the term beginning upon acceptance of the Premises as required by this Lease and continuing for a period of **Five (5) Years Firm**, subject to termination and renewal rights as may be hereinafter set forth. The commencement date of this Lease, along with any applicable termination and renewal rights, shall be more specifically set forth in a Lease Amendment upon substantial completion and acceptance of the Space by the Government.

In Witness Whereof, the parties to this Lease evidence their agreement to all terms and conditions set forth herein by their signatures below, to be effective as of the date of delivery of the fully executed Lease to the Lessor.

FOR THE LESSOR:

Name: _____
Title: _____
Entity: _____
Date: _____

FOR THE GOVERNMENT:

Name: _____
Title: Lease Contracting Officer
General Services Administration, Public Buildings Service
Date: _____

WITNESSED FOR THE LESSOR BY:

Name: _____
Title: _____
Date: _____

The information collection requirements contained in this Solicitation/Contract, that are not required by the regulation, have been approved by the Office of Management and Budget pursuant to the Paperwork Reduction Act and assigned the OMB Control No. 3090-0163.

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SECTION 1 THE PREMISES, RENT, AND OTHER TERMS

1.01 THE PREMISES (SEP 2015)

The Premises are described as follows:

- A. Office and Related Space: **8,841** rentable square feet (RSF), yielding **8,841** ANSI/BOMA Office Area (ABOA) square feet (SF) of office and related Space located on the First (1st) and Third (3rd) Floors of the Building, as depicted on the floor plan(s) attached hereto as Exhibit A.
- B. Common Area Factor: The Common Area Factor (CAF) is established as **1.0**. This factor, which represents the conversion from ABOA to rentable square feet, rounded to the nearest whole percentage, shall be used for purposes of rental adjustments in accordance with the Payment Clause of the General Clauses.

1.02 EXPRESS APPURTENANT RIGHTS (SEP 2013)

The Government shall have the non-exclusive right to the use of Appurtenant Areas, and shall have the right to post Rules and Regulations Governing Conduct on Federal Property, Title 41, CFR, Part 102-74, Subpart C within such areas. The Government will coordinate with Lessor to ensure signage is consistent with Lessor's standards. Appurtenant to the Premises and included in the Lease are rights to use the following:

- A. Parking: **Ten (10)** surface/outside parking spaces as depicted on the plan attached hereto as Exhibit B, reserved for the exclusive use of the Government. In addition, the Lessor shall provide such additional parking spaces as required by the applicable code of the local government entity having jurisdiction over the Property.

B. INTENTIONALLY DELETED

1.03 RENT AND OTHER CONSIDERATION (ON-AIRPORT) (OCT 2019)

- A. The Government shall pay the Lessor annual rent payable monthly in arrears at the following rates:

Year 1: \$543,721.50 (\$61.50 per RSF), payable monthly at a rate of \$45,310.13
Year 2: \$552,562.50 (\$62.50 per RSF), payable monthly at a rate of \$46,046.88
Year 3: \$561,403.50 (\$63.50 per RSF), payable monthly at a rate of \$46,783.63
Year 4: \$570,244.50 (\$64.50 per RSF), payable monthly at a rate of \$47,520.38
Year 5: \$579,085.50 (\$65.50 per RSF), payable monthly at a rate of \$48,251.13

The Operating Costs in this Lease includes the Shell Rent component of the Annual Rent..

B. INTENTIONALLY DELETED

C. INTENTIONALLY DELETED

- D. Rent is subject to adjustment based upon a mutual measurement of the Space upon acceptance, not to exceed **8,841** ABOA SF. based upon the methodology outlined under the "Payment" clause of GSA Form 3517.

- E. Rent is subject to adjustment based upon the final TI cost to be amortized in the rental rate, as agreed upon by the parties subsequent to the Lease Award Date.

- F. If the Government occupies the Premises for less than a full calendar month, then rent shall be prorated based on the actual number of days of occupancy for that month.

- G. Rent shall be paid to Lessor by electronic funds transfer (EFT) in accordance with the provisions of the General Clauses. Rent shall be payable using the EFT information contained in the System for Award Management (SAM). In the event the EFT information changes, the Lessor shall be responsible for providing the updated information to SAM. Failure by the Lessor to maintain an active registration in SAM may result in delay of rental payments until such time as the SAM registration is activated. This registration service is free of charge.

- H. The Lessor shall provide to the Government, in exchange for the payment of rental and other specified consideration, the following:

1. The leasehold interest in the Property described herein in the paragraph entitled "The Premises,"
2. All costs, expenses and fees to perform the work required for acceptance of the Premises in accordance with this Lease, including all costs for labor, materials, and equipment, professional fees, contractor fees, attorney fees, permit fees, inspection fees, and similar such fees, and all related expenses;
3. Performance or satisfaction of all other obligations set forth in this Lease; and,
4. All services, utilities, and maintenance required for the proper operation of the Property, the Building, and the Premises in accordance with the terms of the Lease, including, but not limited to, all inspections, modifications, repairs, replacements, and improvements required to be made thereto to meet the requirements of this Lease.

1.04 TERMINATION RIGHTS (ON-AIRPORT) (SEP 2013)

A. The Government may terminate this Lease, in whole or in part, at any time during the term of this lease with **120** days' prior written notice to the Lessor if (i) regularly scheduled commercial air services cease, (ii) the airport opts to replace TSA screeners with private contractors, (iii) the checkpoint supported by the leased Space is closed, or (iv) the Government reduces its presence at the airport due to a reduction in enplanements. The effective date of the termination shall be the day following the expiration of the required notice period or the termination date set forth in the notice, whichever is later. No rental shall accrue after the effective date of termination.

B. The Government may terminate this Lease, in whole or in part, at any time effective after the Firm Term of this Lease, by providing not less than **120** days' prior written notice to the Lessor. The effective date of the termination shall be the day following the expiration of the required notice period or the termination date set forth in the notice, whichever is later. No rental shall accrue after the effective date of termination.

1.05 RENEWAL RIGHTS (OCT 2016)

This Lease may be renewed at the option of the Government for a term of **5 YEARS** at the following rental rate(s):

	OPTION TERM, YEARS 6-10	
	ANNUAL RENT	ANNUAL RATE / RSF
SHELL RENTAL RATE	\$587,926.50	\$66.50
RATE INCREASES	For the term of the renewal period, the Annual Rent will increase at a rate of \$1.00 per RSF annually.	

provided notice is given to the Lessor at least **90** days before the end of the original lease term, all other terms and conditions of this Lease, as same may have been amended, shall remain in full force and effect during any renewal term.

Termination rights outlined "Termination Rights" paragraph apply to all renewal terms.

1.06 DOCUMENTS INCORPORATED IN THE LEASE (ON-AIRPORT) (OCT 2019)

The following documents are attached to and made part of the Lease:

DOCUMENT NAME	NO. OF PAGES	EXHIBIT
Floor Plan	1	A
Parking Plan	1	B
GSA Form 3517B, General Clauses	17	C
TSA Program of Requirements	87	D

1.07 OPERATING COST BASE (OCT 2016) INTENTIONALLY DELETED

1.08 LESSOR'S DUNS NUMBER (OCT 2017)

Lessor's Dun & Bradstreet DUNS Number: **145701699**

SECTION 2 GENERAL TERMS, CONDITIONS, AND STANDARDS

2.01 DEFINITIONS AND GENERAL TERMS (OCT 2016)

Unless otherwise specifically noted, all terms and conditions set forth in this Lease shall be interpreted by reference to the following definitions, standards, and formulas:

- A. Appurtenant Areas. Appurtenant Areas are defined as those areas and facilities on the Property that are not located within the Premises, but for which rights are expressly granted under this Lease, or for which rights to use are reasonably necessary or reasonably anticipated with respect to the Government's enjoyment of the Premises and express appurtenant rights.
- B. Broker. If GSA awarded this Lease using a contract real estate broker, Broker shall refer to GSA's broker.
- C. Building. Building(s) situated on the Property in which the Premises are located.
- D. Commission Credit. If GSA awarded this Lease using a Broker, and the Broker agreed to forego a percentage of its commission to which it is entitled in connection with the award of this Lease, the amount of this credit is referred to as the "Commission Credit."
- E. Common Area Factor. The "Common Area Factor" (CAF) is a conversion factor determined by the Building owner and applied by the owner to the ABOA SF to determine the RSF for the leased Space. The CAF is expressed as a percentage of the difference between the amount

of rentable SF and ABOA SF, divided by the ABOA SF. For example 11,500 RSF and 10,000 ABOA SF will have a CAF of 15% [(11,500 RSF-10,000 ABOA SF)/10,000 ABOA SF]. For the purposes of this Lease, the CAF shall be determined in accordance with the applicable ANSI/BOMA standard for the type of space to which the CAF shall apply.

- F. Contract. Contract shall mean this Lease.
- G. Contractor. Contractor shall mean Lessor.
- H. Days. All references to "day" or "days" in this Lease shall mean calendar days, unless specified otherwise.
- I. FAR. All references to the FAR shall be understood to mean the Federal Acquisition Regulation, codified at 48 CFR Chapter 1.
- J. Firm Term/Non-Firm Term. The Firm Term is that part of the Lease term that is not subject to termination rights. The Non-Firm Term is that part of the Lease term following the end of the Firm Term.
- K. GSAR. All references to the GSAR shall be understood to mean the GSA supplement to the FAR, codified at 48 CFR Chapter 5.
- L. Lease Term Commencement Date. The date on which the Lease term commences.
- M. Lease Award Date. The date the LCO executes the Lease and mails or otherwise furnishes written notification of the executed Lease to the successful Offeror (date on which the parties' obligations under the Lease begin).
- N. Premises. The Premises are defined as the total Office Area or other type of Space, together with all associated common areas, described in Section 1 of this Lease, and delineated by plan in the attached exhibit. Parking and other areas to which the Government has rights under this Lease are not included in the Premises.
- O. Property. The Property is defined as the land and Buildings in which the Premises are located, including all Appurtenant Areas (e.g., parking areas) to which the Government is granted rights.
- P. Rentable Space or Rentable Square Feet (RSF). Rentable Space is the area for which a tenant is charged rent. It is determined by the Building owner and may vary by city or by building within the same city. The Rentable Space may include a share of Building support/common areas such as elevator lobbies, Building corridors, and floor service areas. Floor service areas typically include restrooms, janitor rooms, telephone closets, electrical closets, and mechanical rooms. The Rentable Space does not include vertical building penetrations and their enclosing walls, such as stairs, elevator shafts, and vertical ducts. Rentable Square Feet is calculated using the following formula for each type of Space (e.g., office, warehouse, etc.) included in the Premises: ABOA SF of Space x (1 + CAF) = RSF.
- Q. Space. The Space shall refer to that part of the Premises to which the Government has exclusive use, such as Office Area, or other type of Space. Parking areas to which the Government has rights under this Lease are not included in the Space.
- R. Office Area. For the purposes of this Lease, Space shall be measured in accordance with the standard (Z65.1-1996) provided by American National Standards Institute/Building Owners and Managers Association (ANSI/BOMA) for Office Area, which means "the area where a tenant normally houses personnel and/or furniture, for which a measurement is to be computed." References to ABOA mean ANSI/BOMA Office Area.
- S. Working Days. Working Days shall mean weekdays, excluding Saturdays and Sundays and Federal holidays.

2.02 AUTHORIZED REPRESENTATIVES (OCT 2016)

Signatories to this Lease shall have full authority to bind their respective principals with regard to all matters relating to this Lease. No other persons shall be understood to have any authority to bind their respective principals, except to the extent that such authority may be explicitly delegated by notice to the other party, or to the extent that such authority is transferred by succession of interest. The Government shall have the right to substitute its Lease Contracting Officer (LCO) by notice, without an express delegation by the prior LCO.

2.03 WAIVER OF RESTORATION (OCT 2018)

Lessor shall have no right to require the Government to restore the Premises upon expiration or earlier termination (full or partial) of the Lease, and waives all claims against the Government for waste, damages, or restoration arising from or related to (a) the Government's normal and customary use of the Premises during the term of the Lease (including any extensions thereof), as well as (b) any initial or subsequent alteration to the Premises regardless of whether such alterations are performed by the Lessor or by the Government. At its sole option, the Government may abandon property in the Space following expiration or earlier termination (full or partial) of the Lease, in which case the property will become the property of the Lessor and the Government will be relieved of any liability in connection therewith.

2.04 OPERATING COSTS ADJUSTMENT (JUN 2012) INTENTIONALLY DELETED

2.05 RELOCATION RIGHTS (JUN 2012)

If it becomes necessary in the orderly development of the Airport, Lessor may require the relocation of Premises to other space at the Airport which, in the reasonable judgment of Lessor, is similar and suitable for the purposes for which this Lease is entered as such purposes are set forth herein. Should such relocation be necessary, the Lessor shall provide the Government a minimum of 120 days prior written notice. Lessor shall be responsible for all costs for such relocation, including all costs for moving furniture, office equipment, telephone and data lines, and any other costs associated with replicating necessary operational features provided in the space originally leased. The Airport shall provide such relocated Premises

at the same rental rate as the original Premises, unless the new Premises are located in an area for which the Airport charges tenants a lower rate, in which event the parties shall negotiate a reduction in the rental rate.

2.06 RECITALS FOR TRANSPORTATION SECURITY ADMINISTRATION (ON-AIRPORT) (JUN 2012)

- A. The Transportation Security Administration (TSA) is required, pursuant to 49 U.S.C. 40101—The Aviation and Transportation Security Act (ATSA), to oversee security measures at the .
- B. TSA is responsible for airline passenger and baggage screening services at the Airport.
- C. The U.S. General Services Administration (GSA), on behalf of TSA, leases certain facilities on the Airport premises for administrative offices and/or break rooms in support of airport passenger and baggage screening services by the TSA.
- D. Space for TSA to screen passengers and baggage is expressly excluded from this Lease.

2.07 ACCEPTANCE OF SPACE AND CERTIFICATE OF OCCUPANCY (ON-AIRPORT) (MAY 2015)

- A. The Lessor shall provide floor plans for the Space and a valid Certificate of Occupancy (C of O), issued by the local jurisdiction, for the intended use of the Government. If the local jurisdiction does not issue C of O's or if the C of O is not available, the Lessor may satisfy this condition by providing a report prepared by a licensed fire protection engineer that verifies that the Space complies with all applicable local fire protection and life safety codes and ordinances and all fire protection and life safety-related requirements of this Lease.
- B. Neither the Government's acceptance of the Premises for occupancy or acceptance of related appurtenances, nor the Government's occupancy of the Premises, shall be construed as a waiver of any requirement or right of the Government under this lease, or as otherwise prejudicing the Government with respect to any such requirement or right, or as an acceptance of any latent defect or condition.

2.08 ALTERATIONS PRIOR TO ACCEPTANCE (JUN 2012)

The Government's rights stated under the General Clause "Alterations" also apply to initial build-out of the Premises.

2.09 SYSTEM FOR AWARD MANAGEMENT (MAR 2020)

The Offeror must have an active registration in the System for Award Management (SAM), via the Internet at, <https://www.sam.gov/SAM/> prior to the Lease Award Date. Registration must be for purposes of "All Awards" and include completion of all required representations and certifications within SAM. Registration must be active throughout the life of the Lease. To remain active, the Offeror/Lessor is required to update or renew its registration annually. The Government will not process rent payments to Lessors without an active registration in SAM. No change of ownership of the leased Premises will be recognized by the Government until the new owner registers in SAM.

2.10 SECURITY UPGRADES DUE TO IMMEDIATE THREAT (APR 2011)

The Government reserves the right, at its own expense and with its own personnel, to heighten security in the Building under Lease during heightened security conditions due to emergencies such as terrorist attacks, natural disaster, and civil unrest.

SECTION 3 CONSTRUCTION STANDARDS AND SHELL COMPONENTS

3.01 BUILDING SHELL REQUIREMENTS (ON-AIRPORT) (SEP 2013)

- A. The Building Shell shall be designed, constructed, and maintained in accordance with the standards set forth herein and completed prior to acceptance of Space. For pricing, fulfillment of all requirements not specifically designated as operating costs or other rent components as indicated shall be deemed included in the Shell Rent.
- B. Base structure and Building enclosure components shall be complete. All common areas accessible by the Government, such as lobbies, fire egress corridors and stairwells, elevators, garages, and service areas, shall be complete. Restrooms shall be complete and operational. All newly installed Building shell components, including but not limited to, heating, ventilation, and air conditioning (HVAC), electrical, ceilings, sprinklers, etc., shall be furnished, installed, and coordinated with TIs. Circulation corridors are provided as part of the base Building only on multi-tenanted floors where the corridor is common to more than one tenant. On single tenant floors, only the fire egress corridor(s) necessary to meet code is provided as part of the shell.

3.02 MEANS OF EGRESS (MAY 2015)

- A. Prior to occupancy, the Premises and any parking garage areas shall meet or will be upgraded to meet, either the applicable egress requirements in the National Fire Protection Association, Life Safety Code (NFPA 101), or the International Code Council, International Building Code (IBC), each current as of the Lease Award Date, or use an alternative approach or method that achieves an equivalent level of safety deemed acceptable by the Government.
- B. The Space shall have unrestricted access to a minimum of two remote exits on each floor of Government occupancy.
- C. Interlocking or scissor stairs located on the floor(s) where Space is located shall only count as one exit stair.

- D. A fire escape located on the floor(s) where Space is located shall not be counted as an approved exit stair.
- E. Doors shall not be locked in the direction of egress unless equipped with special locking hardware in accordance with requirements of NFPA 101 or the IBC.

3.03 AUTOMATIC FIRE SPRINKLER SYSTEM (SEP 2013)

- A. Any portion of the Space located below-grade, including parking garage areas, and all areas in a Building referred to as "hazardous areas" (defined in National Fire Protection Association (NFPA) 101) that are located within the entire Building (including non-Government areas) shall be protected by an automatic fire sprinkler system or an equivalent level of safety.
- B. For Buildings in which any portion of the Space is on or above the sixth floor, then, at a minimum, the Building up to and including the highest floor of Government occupancy shall be protected by an automatic fire sprinkler system or an equivalent level of safety.
- C. For Buildings in which any portion of the Space is on or above the sixth floor, and lease of the Space will result, either individually or in combination with other Government Leases in the Building, in the Government leasing 35,000 or more ANSI/BOMA Office Area SF of Space in the Building, then the entire Building shall be protected throughout by an automatic fire sprinkler system or an equivalent level of safety.
- D. Automatic fire sprinkler system(s) shall be installed in accordance with the requirements of NFPA 13, Standard for the Installation of Sprinkler Systems that was in effect on the actual date of installation.
- E. Automatic fire sprinkler system(s) shall be maintained in accordance with the requirements of NFPA 25, Standard for the Inspection, Testing, and Maintenance of Water-based Fire Protection Systems (current as of the Lease Award Date).
- F. "Equivalent level of safety" means an alternative design or system (which may include automatic fire sprinkler systems), based upon fire protection engineering analysis, which achieves a level of safety equal to or greater than that provided by automatic fire sprinkler systems.

3.04 FIRE ALARM SYSTEM (SEP 2013)

- A. A Building-wide fire alarm system shall be installed in the entire Building in which any portion of the Space is located on the 3rd floor or higher.
- B. The fire alarm system shall be installed in accordance with the requirements of NFPA 72, National Fire Alarm and Signaling Code that was in effect on the actual date of installation.
- C. The fire alarm system shall be maintained in accordance with the requirements of NFPA 72, National Fire Alarm and Signaling Code (current as of the Lease Award Date).
- D. The fire alarm system shall transmit all fire alarm signals to the local fire department via any of the following means: directly to the local fire department, to the (911) public communications center, to a central station, to a remote supervising station, or to a proprietary supervising station.
- E. If the Building's fire alarm control unit is over 25 years old as of the Lease Award Date, Lessor shall install a new fire alarm system in accordance with the requirements of NFPA 72, National Fire Alarm and Signaling Code (current as of the Lease Award Date), prior to Government acceptance and occupancy of the Space.

3.05 ENERGY INDEPENDENCE AND SECURITY ACT (DEC 2011)

- A. The Energy Independence and Security Act (EISA) establishes the following requirements for Government Leases in Buildings that have not earned the ENERGY STAR® Label conferred by the Environmental Protection Agency (EPA) within one year prior to the due date for final proposal revisions ("most recent year").
- B. If this Lease was awarded under any of EISA's Section 435 statutory exceptions, the Lessor shall either:
1. Earn the ENERGY STAR® Label prior to acceptance of the Space (or not later than one year after the Lease Award Date of a succeeding or superseding Lease); or
 2. Complete energy efficiency and conservation improvements if any, agreed to by Lessor in lieu of earning the ENERGY STAR® Label prior to acceptance of the Space (or not later than one year after the Lease Award Date of a succeeding or superseding Lease).
- C. If this Lease was awarded to a Building to be built or to a Building predominantly vacant as of the due date for final proposal revisions and was unable to earn the ENERGY STAR® label for the most recent year (as defined above) due to insufficient occupancy, but was able to demonstrate sufficient evidence of capability to earn the ENERGY STAR® label, then Lessor must earn the ENERGY STAR® label within 18 months after occupancy by the Government.

3.06 ACCESSIBILITY (FEB 2007)

The Building, leased Space, and areas serving the leased Space shall be accessible to persons with disabilities in accordance with the Architectural Barriers Act Accessibility Standard (ABAAS), Appendices C and D to 36 CFR Part 1191 (ABA Chapters 1 and 2, and Chapters 3 through 10). To the extent the standard referenced in the preceding sentence conflicts with local accessibility requirements, the more stringent shall apply.

3.07 MECHANICAL, ELECTRICAL, PLUMBING: GENERAL (APR 2011)

The Lessor shall provide and operate all Building equipment and systems in accordance with applicable technical publications, manuals, and standard procedures. Mains, lines, and meters for utilities shall be provided by the Lessor. Exposed ducts, piping, and conduits are not permitted in office Space.

3.08 RESTROOMS (ON-AIRPORT) (JUN 2012)

Government employees shall have access to all public restroom facilities for men and women in the Airport terminal at all times without additional payment.

3.09 HEATING, VENTILATION, AND AIR CONDITIONING (ON-AIRPORT) (APR 2011)

A. Temperatures shall conform to local commercial equivalent temperature levels and operating practices to maximize tenant satisfaction. These temperatures shall be maintained throughout the leased Premises and service areas, regardless of outside temperatures, during the hours of operation specified in this Lease. The Lessor shall perform any necessary systems start-up required to meet the commercially equivalent temperature levels prior to the first hour of each day's operation. At all times, humidity shall be maintained below 60 percent relative humidity.

B. The Lessor shall conduct HVAC system balancing after all HVAC system alterations during the term of the Lease and shall make a reasonable attempt to schedule major construction outside of office hours.

C. Normal HVAC systems maintenance shall not disrupt tenant operations.

3.10 TELECOMMUNICATIONS: LOCAL EXCHANGE ACCESS (ON-AIRPORT) (SEP 2013)

A. The Government may elect to contract its own telecommunications (voice, data, video, Internet, or other emerging technologies) service in the Space. The Government may contract with one or more parties to have inside wiring (or other transmission medium) and telecommunications equipment installed.

B. The Lessor shall allow the Government's designated telecommunications providers access to utilize existing Building wiring to connect its services to the Government's Space. If the existing Building wiring is insufficient to handle the transmission requirements of the Government's designated telecommunications providers, the Lessor shall provide access from the point of entry into the Building to the Government's floor Space, subject to any inherent limitations in the pathway involved.

C. The Lessor shall allow the Government's designated telecommunications providers to affix telecommunications antennas (high frequency, mobile, microwave, satellite, or other emerging technologies), subject to weight and wind load conditions, to roof, parapet, or Building envelope as required.

SECTION 4 UTILITIES, SERVICES, AND OBLIGATIONS DURING THE LEASE TERM

4.01 SERVICES, UTILITIES, AND MAINTENANCE (ON-AIRPORT) (OCT 2013)

The Lessor is responsible for providing all utilities necessary for base building and tenant operations and all associated costs are included as a part of the established rental rates. The following services, utilities, and maintenance shall be provided by the Lessor as part of the rental consideration (check all that apply):

- | | | | | |
|--|--|--|---|--------------------------------|
| <input checked="" type="checkbox"/> HEAT | <input checked="" type="checkbox"/> TRASH REMOVAL | <input checked="" type="checkbox"/> ELEVATOR SERVICE | <input checked="" type="checkbox"/> INITIAL & REPLACEMENT LAMPS, TUBES & BALLASTS | <input type="checkbox"/> OTHER |
| <input checked="" type="checkbox"/> ELECTRICITY | <input checked="" type="checkbox"/> CHILLED DRINKING WATER | <input checked="" type="checkbox"/> WINDOW WASHING | <input checked="" type="checkbox"/> PAINTING FREQUENCY | (Specify below) |
| <input checked="" type="checkbox"/> POWER (Special Equip.) | <input checked="" type="checkbox"/> AIR CONDITIONING | Frequency <u>As Required</u> | Space <u>Every 5 years</u> | _____ |
| <input checked="" type="checkbox"/> WATER (Hot & Cold) | <input checked="" type="checkbox"/> RESTROOM SUPPLIES | <input checked="" type="checkbox"/> CARPET CLEANING | Public Areas <u>As Required</u> | |
| <input checked="" type="checkbox"/> SNOW REMOVAL | <input checked="" type="checkbox"/> JANITORIAL SERV. & SUPP. | Frequency <u>As Required</u> | | |

The Lessor shall have an onsite building superintendent or a locally designated representative available to promptly respond to deficiencies, and immediately address all emergency situations.

4.02 PROVISION OF SERVICES, ACCESS, AND NORMAL HOURS FOR AIRPORT OCCUPANCIES (SEP 2013)

The Government shall have access to the Premises and its Appurtenant Areas at all times without additional payment, including the use, during other than normal hours, of necessary services and utilities such as elevators, restrooms, lights, and electric power. Cleaning shall be performed after tenant working hours unless daytime cleaning is specified as a special requirement elsewhere in this Lease. Janitorial Services shall not be required on weekends or Federal holidays. Services, maintenance, and utilities shall be provided from **6 AM to 6 PM**,

4.03 MAINTENANCE AND TESTING OF SYSTEMS (SEP 2013)

A. The Lessor is responsible for the total maintenance and repair of the leased Premises. Such maintenance and repairs include the site and private access roads. All equipment and systems shall be maintained to provide reliable, energy efficient service without unusual interruption, disturbing noises, exposure to fire or safety hazards, uncomfortable drafts, excessive air velocities, or unusual emissions of dirt. The Lessor's maintenance responsibility includes initial supply and replacement of all supplies, materials, and equipment necessary for such maintenance. Maintenance, testing, and inspection of appropriate equipment and systems shall be done in accordance with current applicable codes, and inspection certificates shall be displayed as appropriate. Copies of all records in this regard shall be forwarded to the Government's designated representative.

B. At the Lessor's expense, the Government reserves the right to require documentation of proper operations, inspection, testing, and maintenance of fire protection systems, such as, but not limited to, fire alarm, fire sprinkler, standpipes, fire pump, emergency lighting, illuminated exit signs, emergency generator, prior to occupancy to ensure proper operation. These tests shall be witnessed by the Government's designated representative.

4.04 RECYCLING (ON-AIRPORT) (JUN 2012)

Where state or local law, code, or ordinance requires recycling programs (including mercury-containing lamps) for the Space to be provided pursuant to this Lease, the Lessor shall comply with such state and local law, code, or ordinance in accordance with GSA Form 3517, General Clauses, 552.270-8, *Compliance with Applicable Law*. During the lease term, the Lessor agrees, upon request, to provide the Government with additional information concerning recycling programs maintained in the Building and in the Leased Space.

4.05 RANDOLPH-SHEPPARD COMPLIANCE (SEP 2013)

During the term of the Lease, the Lessor may not establish vending facilities within the leased Space that will compete with any Randolph-Sheppard vending facilities.

4.06 SAFEGUARDING AND DISSEMINATION OF CONTROLLED UNCLASSIFIED INFORMATION (CUI) BUILDING INFORMATION (FEB 2020)

This clause applies to all recipients of CUI building information (which falls within the CUI Physical Security category), including offerors, bidders, awardees, contractors, subcontractors, lessors, suppliers and manufacturers.

Marking CUI. Contractors must submit any contractor-generated documents that contain building information to GSA for review and identification of any CUI building information that may be included. In addition, any documents GSA identifies as containing CUI building information must be marked in accordance with the Order and the Marking Controlled Unclassified Information Handbook (the current version may be found at <https://www.archives.gov/files/cui/20161206-cui-marking-handbook-v1-1.pdf>) before the original or any copies are disseminated to any other parties. If CUI content is identified, the CO may direct the contractor, as specified elsewhere in this contract, to imprint or affix CUI document markings (CUI) to the original documents and all copies, before any dissemination, or authorized GSA employees may mark the documents.

1. Authorized recipients.

- a. Building information designated as CUI must be protected with access strictly controlled and limited to those individuals having a Lawful Government Purpose to access such information, as defined in 32 C.F.R. § 2002.4(bb). Those with such a Lawful Government Purpose may include Federal, state and local government entities, and non-governmental entities engaged in the conduct of business on behalf of or with GSA. Non-governmental entities may include architects, engineers, consultants, contractors, subcontractors, suppliers, utilities, and others submitting an offer or bid to GSA, or performing work under a GSA contract or subcontract. Recipient contractors must be registered as "active" in the System for Award Management (SAM) database at www.sam.gov, and have a Lawful Government Purpose to access such information. If a subcontractor is not registered in the SAM database and has a Lawful Government Purpose to possess CUI building information in furtherance of the contract, the subcontractor must provide to the contractor its DUNS number or its tax ID number and a copy of its business license. The contractor must keep this information related to the subcontractor for the duration of the contract and subcontract.
- b. All GSA personnel and contractors must be provided CUI building information when needed for the performance of official Federal, state, and local government functions, such as for code compliance reviews and the issuance of building permits. Public safety entities such as fire and utility departments may have a Lawful Government Purpose to access CUI building information on a case-by-case basis. This clause must not prevent or encumber the necessary dissemination of CUI building information to public safety entities.

2. Dissemination of CUI building information:

- a. By electronic transmission. Electronic transmission of CUI information outside of the GSA network must use session encryption (or alternatively, file encryption) consistent with National Institute of Standards and Technology (NIST) SP 800-171. Encryption must be through an approved NIST algorithm with a valid certification, such as Advanced Encryption Standard or Triple Data Encryption Standard, in accordance with Federal Information Processing Standards Publication 140-2, Security Requirements for Cryptographic Modules, as required by GSA policy.
- b. By non-electronic form or on portable electronic data storage devices. Portable electronic data storage devices include CDs, DVDs, and USB drives. Non-electronic forms of CUI building information include paper documents, photographs, and film, among other formats.
 - i. By mail. Contractors must only use methods of shipping that provide services for monitoring receipt such as track and confirm, proof of delivery, signature confirmation, or return receipt.
 - ii. In person. Contractors must provide CUI building information only to authorized recipients with a Lawful Government Purpose to access such information. Further information on authorized recipients is found in section 1 of this clause.

3. Record keeping. Contractors must maintain a list of all entities to which CUI is disseminated, in accordance with sections 2 and 3 of this clause. This list must include, at a minimum:
 - a. The name of the state, Federal, or local government entity, utility, or firm to which CUI has been disseminated;
 - b. The name of the individual at the entity or firm who is responsible for protecting the CUI building information, with access strictly controlled and limited to those individuals having a Lawful Government Purpose to access such information;
 - c. Contact information for the named individual; and
 - d. A description of the CUI building information provided.

Once "as built" drawings are submitted, the contractor must collect all lists maintained in accordance with this clause, including those maintained by any subcontractors and suppliers, and submit them to the CO. For Federal buildings, final payment may be withheld until the lists are received.

4. Safeguarding CUI documents. CUI building information (both electronic and paper formats) must be stored within controlled environments that prevent unauthorized access. GSA contractors and subcontractors must not take CUI building information outside of GSA or their own facilities or network, except as necessary for the performance of that contract. Access to the information must be limited to those with a Lawful Government Purpose for access.
5. Destroying CUI building information. When no longer needed, CUI building information must either be returned to the CO or destroyed in accordance with guidelines in NIST Special Publication 800-88, Guidelines for Media Sanitization.
6. Notice of disposal. The contractor must notify the CO that all CUI building information has been returned or destroyed by the contractor and its subcontractors or suppliers in accordance with paragraphs 4 and 5 of this clause, with the exception of the contractor's record copy. This notice must be submitted to the CO at the completion of the contract to receive final payment. For leases, this notice must be submitted to the CO at the completion of the lease term.
7. CUI security incidents. All improper disclosures or receipt of CUI building information must be immediately reported to the CO and the GSA Incident Response Team Center at gsa-ir@gsa.gov. If the contract provides for progress payments, the CO may withhold approval of progress payments until the contractor provides a corrective action plan explaining how the contractor will prevent future improper disclosures of CUI building information. Progress payments may also be withheld for failure to comply with any provision in this clause until the contractor provides a corrective action plan explaining how the contractor will rectify any noncompliance and comply with the clause in the future.
8. Subcontracts. The contractor and subcontractors must insert the substance of this clause in all subcontracts.

4.07 INDOOR AIR QUALITY (OCT 2019)

A. The Lessor shall control airborne contaminants at the source and/or operate the Space in such a manner that indoor air quality action limits identified in the PBS Desk Guide for Indoor Air Quality Management (Companion to GSA Order PBS 1000.8), OSHA regulatory limits, and generally accepted consensus standards are not exceeded. .

B. The Lessor shall avoid the use of products containing toxic, hazardous, carcinogenic, flammable, or corrosive ingredients as determined from the product label or manufacturer's safety data sheet. The Lessor shall use available odor-free or low odor products when applying paints, glues, lubricants, and similar wet products. When such equivalent products are not available, lessor shall use the alternate products outside normal working hours. Except in an emergency, the Lessor shall provide at least 72 hours advance notice to the Government before applying chemicals or products with noticeable odors in occupied Spaces and shall adequately ventilate those Spaces during and after application.

C. The Lessor shall serve as first responder to any occupant complaints about indoor air quality (IAQ). The Lessor shall promptly investigate such complaints and implement the necessary controls to address each complaint. Investigations shall include testing as needed, to ascertain the source and severity of the complaint.

D. The Government reserves the right to conduct independent IAQ assessments and detailed studies in Space that it occupies, as well as in space serving the Space (e.g., common use areas, mechanical rooms, HVAC systems, etc.). The Lessor shall assist the Government in its assessments and detailed studies by:

1. Making available information on Building operations and Lessor activities;
2. Providing access to Space for assessment and testing, if required; and
3. Implementing corrective measures required by the LCO. The Lessor shall take corrective action to correct any tests or measurements that do not meet GSA policy action limits in the PBS Desk Guide for Indoor Air Quality Management (Companion to GSA Order PBS 1000.8), OSHA regulatory limits and generally accepted consensus standards.

E. The Lessor shall provide to the Government safety data sheets (SDS) upon request for the following products prior to their use during the term of the Lease: adhesives, caulking, sealants, insulating materials, fireproofing or fire-stopping materials, paints, carpets, floor and wall patching or leveling materials, lubricants, clear finish for wood surfaces, janitorial cleaning products, pesticides, rodenticides, and herbicides. The Government reserves the right to review such products used by the Lessor within the Space, common building areas, ventilation systems and zones serving the Space, and the area above suspended ceilings and engineering space in the same ventilation zone as the Space.

F. The Lessor shall use high efficiency (HEPA) filtration vacuums for cleaning and minimum MERV 10 rated ventilation system filtration whenever feasible.

G. The Lessor is encouraged to comply with best practices outlined in Appendix D- Indoor Air Quality in GSA Leased Facilities (Best Practices) within the PBS Desk Guide for Indoor Air Quality Management (Companion to GSA Order PBS 1000.8).

4.08 HAZARDOUS MATERIALS (ON-AIRPORT) (OCT 2018)

The leased Space shall be free of hazardous materials, hazardous substances, and hazardous wastes, as defined by and according to applicable Federal, state, and local environmental regulations including, but not limited to, the following:

A. The leased Space shall be free of all asbestos containing materials, except undamaged asbestos flooring in the Space or undamaged boiler or pipe insulation outside the Space, in which case an asbestos management program conforming to EPA guidance shall be implemented.

B. The Lessor shall provide Space to the Government that is free from ongoing water leaks or moisture infiltration. The Space and ventilation zones serving the Space shall also be free of visible mold or actionable airborne mold.

1. Actionable mold is either visible mold or airborne mold of types and concentrations in excess of that found in the local outdoor air or non-problematic control areas elsewhere in the same building, whichever is lower. The Lessor shall safely remediate all actionable mold in accordance with sub-paragraph B.2 below

2. The Lessor shall be responsible for conducting the remediation in accordance with the relevant provisions of the document entitled "Mold Remediation in Schools and Commercial Buildings" (EPA 402-K-01-001, September 2008), published by EPA, as same may be amended or revised from time to time, and any other applicable Federal, state, or local laws, regulatory standards, and guidelines.

3. The Lessor acknowledges and agrees that the Government shall have a reasonable opportunity to inspect the leased Space after conclusion of the remediation. If the results of the Government's inspection indicate that the remediation does not comply with the plan or any other applicable Federal, state, or local laws, regulatory standards, or guidelines, the Lessor, at its sole cost, expense, and risk, shall immediately take all further actions necessary to bring the remediation into compliance.

4. If the Lessor fails to exercise due diligence, or is otherwise unable to remediate the actionable mold, the Government may implement a corrective action program and deduct its costs from the rent.

4.09 OCCUPANT EMERGENCY PLANS (SEP 2013)

The Lessor is required to cooperate, participate and comply with the development and implementation of the Government's Occupant Emergency Plan (OEP) and if necessary, a supplemental Shelter-in Place (SIP) Plan. Periodically, the Government may request that the Lessor assist in reviewing and revising its OEP and SIP. The Plan, among other things, must include an annual emergency evacuation drill, emergency notification procedures for the Lessor's Building engineer or manager, Building security, local emergency personnel, and Government agency personnel.

SECTION 5 ADDITIONAL TERMS AND CONDITIONS

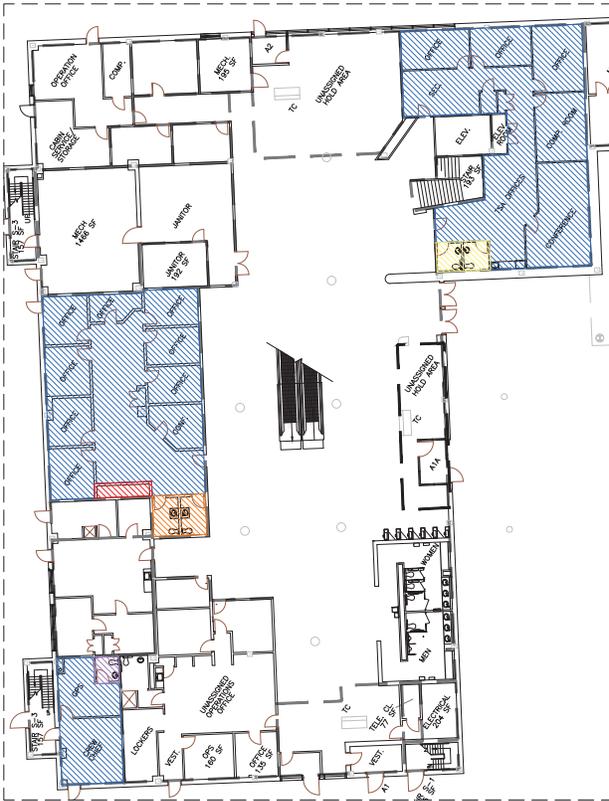
NO ADDITIONAL TERMS AND CONDITIONS -----

TSA ALBANY NY

LNY-00753

EXHIBIT A

FLOOR PLAN



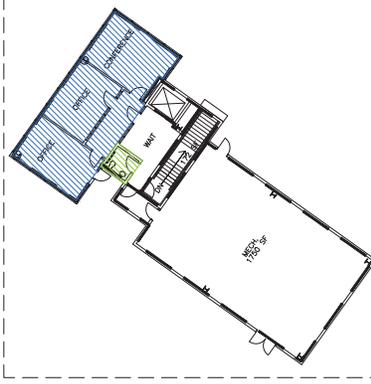
KEY PLAN - FLOOR 1
N.T.S.

1ST FLOOR SCALING PLAN
SCALE: 1/32" = 1'-0"

LEGEND:

	1st Floor - TSA	#7,673.44 Sq.Ft. ANSI BOMA
	BATHROOM 1	#146.03 Sq.Ft.
	BATHROOM 2	#44.67 Sq.Ft.
	BATHROOM 3	#106.94 Sq.Ft.
	VOIDED WALL	#53.84 Sq.Ft.

SQUARE FOOTAGE WITH BATH ROOM & VOID WALL INCLUDED:
#7,925.52 Sq.Ft.



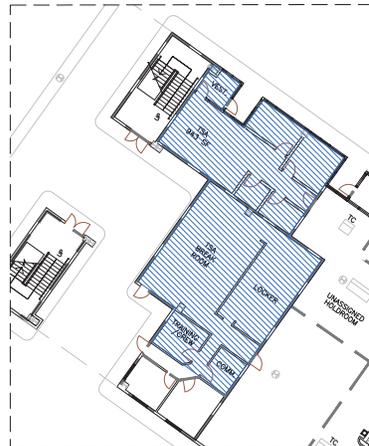
KEY PLAN - FLOOR 3
N.T.S.

3RD FLOOR SCALING PLAN
SCALE: 1/32" = 1'-0"

LEGEND:

	3RD Floor - TSA	#917.0 Sq.Ft. ANSI BOMA
	BATHROOM	#59.64 Sq.Ft.

SQUARE FOOTAGE WITH BATH ROOM INCLUDED:
#971.34 Sq.Ft.

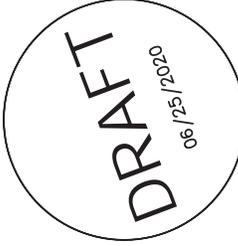


	1st Floor - TSA	#7,673.44 Sq.Ft.
	3RD Floor - TSA	#917.0 Sq.Ft.
+	TOTAL:	8,651.44 Sq.Ft.
	1st Floor - TSA	#7,925.52 Sq.Ft.
	3RD Floor - TSA	#971.34 Sq.Ft.
+	TOTAL:	8,896.86 Sq.Ft.
	1st Floor - TSA	#7,889.68 Sq.Ft.
	3RD Floor - TSA	#971.34 Sq.Ft.
+	TOTAL:	8,841.02 Sq.Ft.

Total Sq.Ft on the 1st & 3rd floor combined - **excluding** bathrooms & void wall:

Total Sq.Ft on the 1st & 3rd floor combined - **including** bathrooms & void wall:

Total Sq.Ft on the 1st & 3rd floor combined - **including** bathrooms & **excluding** the void wall:



NOTE: IF INACCURATE/INADEQUATE PLANS ARE SUBMITTED FOR SCALINGS, MEASUREMENTS AND TOTAL SQUARE FOOTAGE CAN ONLY BE APPROXIMATED.

SCALE: 1/32" = 1'-0"	FLOOR NO: SB	8 3
PROJECT NO: -	CHECKED BY: JK/KPD	DRAWING NO: SC-1-3
BUILDING NO: -	PROJECT PR: JULIUS BYRD	SHEET NO: 01 OF 01
DATE: 06/25/2020	REVISION DATE: -	

1ST & 3RD FLOOR SCALING PLAN

TSB

ALBANY INTERNATIONAL AIRPORT
ALBANY SHAKER RD, COLONIE, NY

GENERAL SERVICES ADMINISTRATION
NORTHEAST & CARIBBEAN, REGION 2
DESIGN & CONSTRUCTION DIVISION
100 OLD HOLLAND AVENUE, SUITE 1000
NEW YORK, N.Y. 10007-0008

B (11.0 x 17.0 INCHES)

TSA ALBANY NY

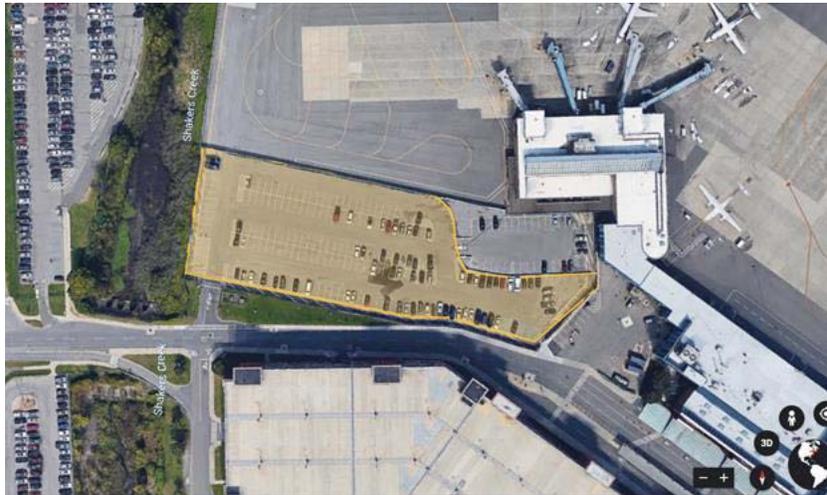
LNK-00753

EXHIBIT B

PARKING PLAN

TSA Albany NY – LNY00753

Parking Plan



Lessor _____ Government _____

AGENDA ITEM NO. 11

Authorization of Change Orders

AGENDA ITEM NO. 11.1

**Change Order #4: Authorization to award
Change Order #4 to Contract # 989-PC New
Parking Garage Precast to Unistress
Industries.**

AGENDA ITEM NO: 11.1
MEETING DATE: July 20, 2020

ALBANY COUNTY AIRPORT AUTHORITY
REQUEST FOR AUTHORIZATION

DEPARTMENT:

ACAA Approved
07-20-2020

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

PURPOSE OF REQUEST:

Change Order #4: *Authorization to award Change Order #4 to Contract # 989-PC New Parking Garage Precast to Unistress Industries.*

CONTRACT AMOUNT:

Base Amount:	\$10,400,000.00
Change Order #1:	60,984.22
Change Order #2:	200,000.00
Change Order #3:	85,340.72
Change Order #4:	<u>110,000.00 *</u>
Total:	\$10,856,324.94

**To be approved at this meeting.*

BUDGET INFORMATION:

Federal Airport Improvement Program
Anticipated in Current ALB Capital Plan: Yes No NA
Funding Account No.: CPN 2263

FISCAL IMPACT – FUNDING

Federal 2.0% State 35.5% Airport 62.5% NA
Term of Funding: 2018-2020
Grant No.: N/A State PIN: 1A00.97

JUSTIFICATION:

Request for authorization of Change Order #4 to Contract 989-PC for New Parking Garage Precast Concrete to Unistress Industries of Pittsfield, Mass. in the amount of \$110,000.00 which includes payment for erection crane down time, Level 5 deck drains and additional cost for erecting the structure out of planned sequence. The percentage of construction change orders is less than 4.2% of the bid amount.

CHIEF EXECUTIVE OFFICER'S RECOMMENDATION:

Recommend approval.

AGENDA ITEM NO: 11.1
MEETING DATE: July 20, 2020

FINAL AGREEMENT SUBJECT TO APPROVAL BY COUNSEL: YES NA

BACK-UP MATERIAL:

Please refer to attached Change Order backup information compiled by Turner Construction.



Document G701/CMa™ – 1992

Change Order - Construction Manager-Adviser Edition

PROJECT (Name and address): Albany County Airport Authority Parking Garage: Sitework & Foundations 737 Albany Shaker Road Albany, New York 12211	CHANGE ORDER NUMBER: 008 INITIATION DATE: 07/09/2020	OWNER: <input type="checkbox"/> CONSTRUCTION MANAGER: <input type="checkbox"/> ARCHITECT: <input type="checkbox"/> CONTRACTOR: <input type="checkbox"/> FIELD: <input type="checkbox"/> OTHER: <input type="checkbox"/>
TO CONTRACTOR (Name and address): Unistress Industries 550 Cheshire Road Pittsfield, MA 01202	PROJECT NUMBERS: / 989-PC CONTRACT DATE: 02/27/2019 CONTRACT FOR: Precast Concrete	

THE CONTRACT IS CHANGED AS FOLLOWS:

- COR-007: Crane Shutdown from August 23rd to September 9th [Add \$64,509.00]
 - COR-009: Deck Drains [Add \$43,000.00]
 - COR-014: Change Conditions, Resequencing + Inefficiencies [Add \$156,160.00]
- ** Negotiated Price of \$110,00.00 on July 9, 2020

The original Contract Sum was	\$ 10,400,000.00
Net change by previously authorized Change Orders	\$ 573,129.91
The Contract Sum prior to this Change Order was	\$ 10,973,129.91
The Contract Sum will be increased by this Change Order in the amount of	\$ 110,000.00
The new Contract Sum including this Change Order will be	\$ 11,083,129.91

The Contract Time will be increased by zero (0 calander) days.
The date of Substantial Completion as of the date of this Change Order therefore is March 16, 2020.

NOTE: This summary does not reflect changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE OWNER, CONSTRUCTION MANAGER, ARCHITECT AND CONTRACTOR.

<u>Turner Construction Company</u> CONSTRUCTION MANAGER (Firm name) 1 Computer Drive South Albany, New York 12205 ADDRESS	<u>CHA</u> ARCHITECT (Firm name) III Winners Circle Albany, New York 12205 ADDRESS
<u>Robert Wagner</u> BY (Signature) (Typed name) DATE:	<u>Rich LaRose , AIA</u> BY (Signature) (Typed name) DATE:
<u>Unistress Industries</u> CONTRACTOR (Firm name) 550 Cheshire Road Pittsfield, MA 01202 ADDRESS	<u>Albany County Airport Authority</u> OWNER (Firm name) 737 Albany Shaker Road Albany, New York 12211 ADDRESS
<u>Joe Aberdale</u> BY (Signature) (Typed name) DATE:	<u>Phil Calderone</u> BY (Signature) (Typed name) DATE:

989-PC CHANGE ORDER #008

ACAA CHANGE ORDER # 4

\$110,000.00

- **Draft AIA to Unistress**
- **Draft AIA Tara Collins**
- **AIA Executed by Unistress**
- **AIA Executed by Turner Construction**
- **AIA Executed by CHA**
- **AIA Executed by ACAA**
- **Backup Provided for COR 007, 009 and 014**



AIA[®]

Document G701/CMa™ - 1992

Change Order - Construction Manager-Adviser Edition

PROJECT (Name and address):
 Albany County Airport Authority
 Parking Garage: Sitework &
 Foundations
 737 Albany Shaker Road
 Albany, New York 12211

CHANGE ORDER NUMBER: 008
INITIATION DATE: 07/09/2020

OWNER:
CONSTRUCTION MANAGER:
ARCHITECT:
CONTRACTOR:
FIELD:
OTHER:

TO CONTRACTOR (Name and address):
 Unistress Industries
 550 Cheshire Road
 Pittsfield, MA 01202

PROJECT NUMBERS: / 989-PC
CONTRACT DATE: 02/27/2019
CONTRACT FOR: Precast Concrete

THE CONTRACT IS CHANGED AS FOLLOWS:

1. COR-007: Crane Shutdown from August 23rd to September 9th [Add \$64,509.00]
 2. COR-009: Deck Drains [Add \$43,000.00]
 3. COR-014: Change Conditions, Resequencing + Inefficiencies [Add \$156,160.00]
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The Contract Sum will be increased by this Change Order in the amount of	\$	110,000.00
The new Contract Sum including this Change Order will be	\$	11,083,129.91

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 The date of Substantial Completion as of the date of this Change Order therefore is March 16, 2020.

NOTE: This summary does not reflect changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE OWNER, CONSTRUCTION MANAGER, ARCHITECT AND CONTRACTOR.

Turner Construction Company
CONSTRUCTION MANAGER (Firm name)
 1 Computer Drive South
 Albany, New York 12205
ADDRESS

BY (Signature)
 Robert Wagner
 (Typed name) DATE: 07/09/20

CHA
ARCHITECT (Firm name)
 111 Winners Circle
 Albany, New York 12205
ADDRESS

BY (Signature)
 Rich LaRose, AIA
 (Typed name) DATE: 7/9/20

Unistress Industries
CONTRACTOR (Firm name)
 550 Cheshire Road
 Pittsfield, MA 01202
ADDRESS

BY (Signature)
 Joe Aberdale
 (Typed name) DATE:

Albany County Airport Authority
OWNER (Firm name)
 737 Albany Shaker Road
 Albany, New York 12211
ADDRESS

BY (Signature)
 Phil Calderone
 (Typed name) DATE:

The first part of the document discusses the importance of maintaining accurate records of all transactions. It emphasizes that every entry, no matter how small, should be recorded to ensure the integrity of the financial statements. This includes not only sales and purchases but also expenses, income, and transfers between accounts.

Next, the document outlines the process of reconciling bank statements with the company's records. This involves comparing the bank's record of transactions with the company's ledger to identify any discrepancies. Common reasons for differences include timing issues, such as deposits in transit or outstanding checks, as well as potential errors in recording or bank charges.

The document then addresses the preparation of the income statement. It explains how the data from the ledger is used to calculate the company's net income for a specific period. Key components include total revenue, cost of goods sold, and operating expenses. The final result is the net profit, which is a crucial indicator of the company's financial health.

Finally, the document discusses the importance of reviewing and auditing the financial records. Regular audits help to detect and correct errors, prevent fraud, and ensure that the financial statements are accurate and reliable. It also highlights the role of external auditors in providing an independent opinion on the company's financial performance.

unistress

UNISTRESS CORP.
250 Lincoln Road
Post Office Box 1145
Albany, NY 12202
918 494 1041
FAX: 918 494 1254

January 10, 2020

Mr. Robert Wagner
Turner Construction Co.
Albany International Airport
Albany, NY

Re: Albany International Airport PG
Albany, NY
Unistress Job No. 51651

Subject: **Change Order Request No. 7 - Crane Changed Condition Rev. 1**

Dear Robert:

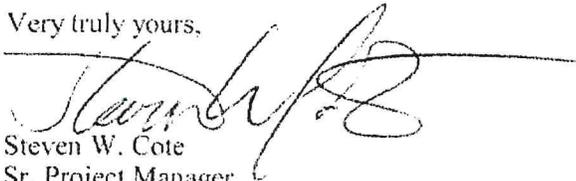
Unistress requests a change order in the amount of \$64,509.27. This is in regard to the changed condition which caused the stoppage of erection on two different occasions, outlined below. Each changed condition involved the lack of completed foundations. As written in our contract at least, 50% of the foundations (understood as being Grid 1-9/10) were to be complete by May 27, 2019. The expectations were that the balance of the foundations would be complete prior to us reaching the mid-point of the garage. Neither of these conditions were met. Adjustment to the start of erection was made however foundation completion dates were still not met.

The first occasion being on Tuesday, August 6, 2019. We erected as much as we could up to grid line 6 but had to wait for foundations to be completed and stripped from A/6 to A/9. The crane and part of the crew were left without work for 2.5 hours. Work was re-started the next day. The EWO for this day is attached.

The second occasion was a two week duration from 9:00 am on Friday, August 23, 2019 through Friday, September 6, 2019. At the completion of sequence #12, on the attached sequence plan, the foundation contractor had not completed foundations along grid line C as well as the foundation at B/16. Unistress' erector was able to reassign, relocate or lay off some of the crew to minimize the costs associated with the stoppage. I have attached the breakdown showing the total costs for both the August 6th date as well as the two week period referenced here.

Finally, in accordance with our contract, we request the addition of 16 calendar days to the two incentive dates set in our contract and revised once by change order #2 issued by the ACAA. With the addition of these 16 days the "Early Precast Erection Completion" incentive date would now be November 3, 2019 and the new "Early Substantial Completion" date would be November 24, 2019.

Very truly yours,


Steven W. Cote
Sr. Project Manager

Attachments

unistress

UNISTRESS CORP.
550 Cheshire Road
Post Office Box 1145
Pittsfield, MA 01202
Tel: 413-629-2054
FAX: 413-822-2503

unistress

50 years of growth and innovation

PO Box 1145
550 Cheshire Rd.
Pittsfield, MA 01202
Direct: 413.629.2054
Mobile: 413-822-2503
www.unistresscorp.com

Follow us:



Albany Airport PG, Albany, NY

26-Aug

Downtime for Foundation Issues

Daily Rates	Per MTH	Per MD	Days Per MTH	Crew	Total \$/Day
Crane	\$ 37,500.00	0	20	0	\$ 1,875.00
Operators	\$ -	\$ 743.83	\$ -	1	\$ 743.83
Co. Foreman	\$ -	\$ 745.65	\$ -	0.75	\$ 559.24
Co. Foreman 2	\$ -	\$ 735.25	\$ -	0	\$ -
Local Foreman	\$ -	\$ 622.00	\$ -	0	\$ -
Co. Crew	\$ -	\$ 930.80	\$ -	0	\$ -
Local Crew	\$ -	\$ 599.43	\$ -	0	\$ -

**Working,
re-assigned
or laid off.**

Per Diem, Tools and Equipment	Per MTH	Per Day	Days Per MTH	Crew	Total \$/Day
	\$ 44,600.00		20		\$ 2,230.00

Project Management	# of men	# of hrs	total hrs	\$/hr	
	1	2	2	125	\$ 250.00

Subtotal \$ 3,431.07
 PSI OH/P 7.5% \$ 257.33

\$ 3,688.40

NOTE: PSI has been able to either re-assign, lay off or keep guys working and being productive so that is why the last four crew designations above have no costs associated with them.

PSI Costs from above:	\$ 3,688.40
Unistress Superintendent:	\$ 1,200.00
Trailer Rental (25 Trlrs. x \$48/Day):	\$ 1,200.00
(Drop Yard)	\$ 6,088.40
Unistress OH/P (7.5%):	\$ 456.63
Grand Total Per Day:	\$ 6,545.03

Total Per Hour: \$818.13

8/06/19: 2.5 Hours @ \$725.48 = \$ 1,813.70 (Per attached EWO ticket)
 8/23/19: 6 Hours @ \$818.13 = \$ 4,908.78 (Shut down @ 9:00 am)
 8/26/19: 1 Day @ \$6,545.03 = \$ 6,545.03
 8/27/19: 1 Day @ \$6,545.03 = \$ 6,545.03
 8/28/19: 1 Day @ \$6,545.03 = \$ 6,545.03
 8/29/19: 1 Day @ \$6,545.03 = \$ 6,545.03
 8/30/19: 1 Day @ \$6,545.03 = \$ 6,545.03
 9/03/19: 1 Day @ \$6,545.03 = \$ 5,985.79 (Co Foreman off site)
 9/04-19: 1 Day @ \$6,545.03 = \$ 5,985.79 (Co Foreman off site)
 9/05/19: 1 Day @ \$6,545.03 = \$ 6,545.03
 9/06/19: 1 Day @ \$6,545.03 = \$ 6,545.03

GRAND TOTAL: \$ 64,509.27

Steven Cote

From: Eric Odgen
Sent: Tuesday, August 06, 2019 1:33 PM
To: Steven Cote
Cc: Joe Aberdale
Subject: Signed Invoice

CUSTOMER ORDER NO.		DATE	STATUS	DATE
001			AS NOTED	8-06-2019
WORK ORDER INVOICE:				
AS DISCUSS ON 8-05-2019, ERECTION WILL CEASE, DUE TO FOUNDATION BEAM NOT BEING READY FROM GRID LINE A6 THRU A9.				
THE FOLLOWING PERSONNEL WILL BE AFFECT:				
1	CRANE OPERATOR	\$107.39/hr	= \$ 268.48	
1	DEALER	\$107.39/hr	= \$ 268.48	
1	FLAGMAN	\$74.99/hr	= \$ 187.48	
3	DRIVER	\$55/hr x 3	= \$412.50	
	Crane:	\$270.71/hr	= \$676.78	
				Total = \$1,813.70
ERECTION STARTED @ 7:00 AM, LAST UNIT TO BE ERECTED WAS @ 1:10 PM				
2.5 HOURS DOWNTIME				
Tower RIGG 1:30, RIGG STARTED AT 1:52				
DOWNTIME IS QUESTIONABLE DUE TO RIGG				
[Signature]				

Sent from my iPhone

Invoice

SOLD TO ROBERT WAGNER / JOHN LA CLAIR
 ADDRESS: SUBSITE: 51651 ALBANY AIRPORT
 CITY, STATE, ZIP: ALBANY, NY 12211

SHIPPED TO: ANASTASS CORP
 ADDRESS: 550 CHESTNUT RD
 CITY, STATE, ZIP: PLYMOUTH, MA 01201

006 E Order AS NOTED: 8/23/2019

1.	WEEK ORDER INVOICE:	MONTÉ OWZATAK
2.	8/23/2019 @ 9:00 AM	WADE OWZATAK
3.		COLEN HOWELL
4.	ERECTOR SHUTDOWN DUE TO:	* SASON WILLIAMS
5.	ON GOING CONSTRUCTION THROUGHOUT SUBSITE,	* ERIC BESAW
6.	IN WHICH PREVENT CRANE MOVEMENT,	* MARK MANNARINO
7.	THEREFORE STOPPING ERECTING OF PRODUCT.	CLIFFTON WINCHESTER
8.	THE FOLLOWING EMPLOYEES WAS DIRECTLY	SAMUEL EAGLE
9.	AFFECTED BY HALTING OPERATION:	ANGELO LOSAZO
10.	2 OPERATORS	* DON BENDER
11.	2 RIGGERS	JOHN CASPISA
12.	2 CONNECTORS	* KEITH TAMBASCO
13.	1 FLAGMAN	KEVIN CASASTAS
14.	2 SHAKLE DRIVERS	* MATT QUINTO
15.	START TIME WAS @ 7:00 AM, THE LAST PIECE	* ZAVIN CHLAIN
16.	WAS ERCTED @ 9:00 AM TOTALING 9 PIECES.	JOHN DUPUIS
17.	THIS ALSO STOP DELIVERY TO DEEP YARD.	JUSTIN COLE
18.		CABRY OWZATAK

INVOICE

SOLD TO	ROBERT WAGNER / JOHN LaCuir	SHIPPED TO	UNISTRESS Corp
ADDRESS	SUBSITE # 51651 ALBANY AIRPORT PC	ADDRESS	550 CHESHIRE RD
CITY, STATE, ZIP	ALBANY, NY 12211	CITY, STATE, ZIP	PITTSFIELD, MA 01201
CUSTOMER ORDER NO.	007 E-0475	DATE	8-26-2019

ERECTION SHUT DOWN:

Due to on-site construction, therefore the crane can not move forward, sideways or backwards causing erecting to come to a halt. No elevators of products, the following employees are on Subsite:

1. MONTE OWEZARZATE
2. WADE OWEZARZATE
3. GLEW HOWELL
4. CLIFFTON WINCHESTER
5. JAMES GAGER
6. ANGELO COSAZO
7. DON BENDER
8. JOHN CASPISA
9. KEITH TAMBASCO
10. KEVIN CASUSRAJ
11. ZAVIN CHAIN
12. JOHN DUPUIS
13. SUSAN COLE
14. CARREY OWEZARZATE
15. ERIC OGDEN

WPWjg aka

Invoice

SOLD TO Robert Wagner / Sohu Co. Corp.
 ADDRESS # 51651 Albany Azaroff Pl
 CITY, STATE, ZIP Albany, NY 12211

SHIPPED TO UNISTRESS CORP
 ADDRESS 550 CHESHIRE RD
 CITY, STATE, ZIP PITTSFIELD, MA 01201

CUSTOMER ORDER NO. 008
 SOLD BY E. OGDEN

DATE AS NOTED: 8-27-2019

ERECTION SCHEDULE:

Due to on-site construction, therefore the crane can not move forward sideways or backwards for erecting. There will be no deliveries to drop yard of products. The following employees are working on site:

1. MONTE OWEZARATE 13. JUSTIN COLE
2. WADE OWEZARATE 14. CALIBRY OWEZARATE
3. GLEN HOWELL 15. ERIC OGDEN
4. CLIFFTON WINCHESTER
5. JAMES EAGEN
6. ANGELO COSAZO
7. DON BENDER
8. SOHU LASPISA
9. KEITH TAMBASCO
10. KEVIN CASOISRAJ
11. ZAVIN CHAIN
12. SOHU PUPUIS

only [Signature]

INVOICE

SOLD TO: Robert Wagner / John LaClair
 ADDRESS: Unistress Corp
 Subsite # 51651 Albany Airport PG
 CITY, STATE, ZIP: Albany, NY 12211
 P: Hillsfield, MA 01201

CUSTOMER ORDER NO: 009 E. Ogden
 DATE: 9/28/2014
 AS NOTED:

ITEMS	DESCRIPTION	QUANTITY	UNIT PRICE	TOTAL
	ERECTION SHUTDOWNS:			
	Due to onsite construction, therefore the crane can not move forward, side ways or backwards in a productive manner, in order to erect product. There will be no deliveries to drop yard of precast product. The following employees are working on Subsite #51651:			
1.	MONTE OWZARZATE	13	CARBY DWTZARZATE	
2.	WADE OWZARZATE	14	KEVIN CASUSTA	
3.	COLEN HOWELL	15	ERIC OGDEN	
4.	CLIFFORD WINCHESTER			
5.	JAMES EAGLE			
6.	ANGILO LOSAZO			
7.	DON BENDER			
8.	JOHN CASPIA			
9.	KEITH FASTA TAMBARO			
10.	ZAVIN CHAIN			
11.	JOHN DUPUIS			
12.	JUSTIN COLE			

order delay

Invoice

SOLD TO		Robert Wagner / Sohu Co Corp		STATE	MA
ADDRESS		411 Stress Crp			
SUBSITE: #51651		ALBANY AIRPORT PG			
CITY, STATE, ZIP		ALBANY, NY 12211		550 CHESTER RD	
CUSTOMER ORDER NO.		010		PITTSFIELD, MA 01201	
		E OYDEN		8/29/2019	

AS NOTED.		ERECTION SHUT DOWN:	
DUE TO SUBSITE ONGOING CONSTRUCTION, IN WHICH PREVENT ERECTING TO MOVE FORWARD, IN A PRODUCTIVE MANNER. THREE WILL BE TO PRECAST DELIVERIES, THE FOLLOWING EMPLOYEES ARE WORKING ON THIS JOBSITE AT #51651:			
1.	MONTY OWEZARZAK	13.	JUSTIN COLE
2.	WADY OWEZARZAK	14.	CAIRBY OWEZARZAK
3.	COLIN HOWELL	15.	ERIC OYDEN
4.	CLIFFTON WINCHESTER		
5.	JAMES EAGER		
6.	ANGELO COSACO		
7.	DON BENDER		
8.	SOHU LASPISA		
9.	KEVIN CARUSAS		
10.	KEITH YAMBARCO		
11.	ZAVIN CHLAIN		
12.	SOHU DUPUIS		

order # 1008

Invoice

SOLD TO: Robert Wagner / South Lacquett
 ADDRESS: Subsite #51651 Albany Aqueduct
 CITY, STATE, ZIP: ALBANY, NY 12211
 MA: UNISTEAS CORP
 ADDRESS: 550 CHESTNUT RD.
 CITY, STATE, ZIP: PITTSFIEK, MA 01201

CUSTOMER ORDER NO: 011
 DATE: 8/30/2019
 TERMS: AS NOTED

Erection ShutDown:

Due to ongoing construction on Subsite, which prevented crane movements causing production to come to a halt. NO PRECAST DELIVERED. THE FOLLOWING EMPLOYEES ARE WORKING

* AT SUBSITE #51651:

1. MONTE OWEZARZATE 13. SWAIN COLE
2. WADE OWEZARZATE 14. CAIBRY OWEZARZATE
3. COLIN HOWELL 15. ERIC OGDEN

4. CLIFFTON WINCHESTER

5. SAMUEL EAGAN

6. ANGELO LOSAZO

7. DON BENDCA

8. SOUTH CASPISA

9. KEITH TAMBACO

10. KEVIN CASARZAS

11. ZAVIN CHIRAIN

12. SOUTH DUPUIS

onko Bling

Invoice

TO: Robert Wagner / Soltu Co. client ADDRESS: ALBANY AIRPORT PG 51651 CITY, STATE, ZIP: ALBANY NY 12211		SHIP TO: UNISTREN CORP ADDRESS: 550 CHESTER RD CITY, STATE, ZIP: PITTSFIELD MA 01201	
CUSTOMER ORDER NO.: 013	SOLD BY: E. Onda	TERMS: AS NOTED BELOW	DATE: 09/04/2019

SHUT DOWN WORK ORDER INVOICE:
 CRANE SHUT DOWN DUE TO ONGOING CONSTRUCTION AT SUBSITE 51651
 THIS PREVENTS CRANE ERECTION PRODUCTIVITY, NO PRECAST DELIVERIES
 DUE TO CRANE HOLDING. THE FOLLOWING EMPLOYEES ARE LISTED
 BELOW, WHICH IS WORKING AT SUBSITE 51651:

1. Eric Onda
2. Wade Owczarzak
3. Caibry Owczarzak
4. Don Bender
5. Soltu Dupuis
6. Soltu Cole
7. Keith Tambasco
8. Zavin Chappin

TRD

Plus 45 (Aukol)

Invoice

SOLD TO	ROBERT WAGNER / SOLW LOC CONT	SHIPPED TO	WIDESTRESS COOP
ADDRESS	SUB SITE: ALBANY AIRPORT PG 51657	ADDRESS	550 CHESTER RD
CITY, STATE, ZIP	ALBANY, NY 12211	CITY, STATE, ZIP	PATRICKSFORD, MA 01901

CUSTOMER ORDER NO.	012	DATE	9-03-2019
ORDER NO.	E. OGDEN	TERMS	AS NOTED BELOW

SLOT DOWN WORK ORDER INVOICE:	
CRANE SHUT DOWN DUE TO ONGOING CONSTRUCTION AT JOB SITE.	
THIS PREVENT CRANE ERECTING MOVEMENT. NO PRECAST DELIVERIES	
THE FOLLOWING EMPLOYEES IS WORKING AT JOB SITE:	
1.	Eric OGDEN
2.	WADE OWZARATE
3.	CAIBRY OWZARATE
4.	DON BENDER
5.	SOLW DYPHIS
6.	JUSTIN COLE
7.	ZAVIN CHAIN
8.	KEITH ZAMBASCO
	PLYS #5 CARROLL

orko
BLOG

Invoice

SOLD TO ROBERT WAGNER / JOHN COLLIER		SHIPPED TO UNISTRESS CORP	
ADDRESS ALBANY AIRPORT P6 # 51651		ADDRESS 550 CHESTER RD	
CITY, STATE, ZIP ALBANY, NY 12211		CITY, STATE, ZIP PITTSFIELD, MA 01201	

CUSTOMER ORDER NO. 014	SOLD BY E. Ogden	TERMS AS NOTED BELOW	DATE 9/05/2019
---------------------------	---------------------	-------------------------	-------------------

ERUCTION SHUTDOWN WORK ORDER:			
CRANE AND ERUCTION SHUTDOWN DUE TO ONGOING JOBSITE CONSTRUCTION.			
THIS PREVENT ERECTION FROM OCCURRING, NO PRECAST DELIVERIES, NO			
CRANE MOVEMENT. THE FOLLOWING EMPLOYEES ARE LISTED BELOW			
WHICH IS WORKING AT JOBSITE # 51651:			
1.	ERIC OGDEN		
2.	WADE OWERZALZATE		
3.	CAIBEY OWERZALZATE		
4.	DON BENDER		
5.	JOHN DUPUIS		
6.	JUSTIN WALKER		
7.	KEITH TAMBASCIO		
8.	ZAVIN CHLAIN		
	PLUS # 5 CARLSON		

[Handwritten signature]

SOLD TO
ROBERT WAGNER / JOHN LACCAIT
ADDRESS
ALBANY AIRPORT PG # 51651
CITY, STATE, ZIP
ALBANY, NY 12211

SUPPLIER
UNISTRESS COOP
ADDRESS
550 CHESTER RD
CITY, STATE, ZIP
PITTSFIELD, MA 01201

CUSTOMER ORDER NO. OIS
SOLD BY E OYEN
TERMS AS NOTED BELOW
DATE 9/06/2015

ERECTOR SHUTDOWN WORK ORDER:
CRANE AND ERECTOR IS SHUTDOWN DUE TO ONGOING JOBSITE
CONSTRUCTION, NO PROPOSED TRUCK DELIVERIES. THE FOLLOWING EMPLOYEES
LISTED BELOW IS WORKING AT SUBSITE:

1. ERIC OYEN
 2. WADE OWERZARZAK
 3. CASHY OWERZARZAK
 4. DON BENDER
 5. JOHN DUPUIS
 6. KEITH TAMBASCO
 7. ZAYN CALVIN
- PLUS 45 (AM/KEE)

RBW

The first part of the document discusses the importance of maintaining accurate records of all transactions. This includes not only sales and purchases but also any other financial activities that may occur. It is essential to ensure that all entries are properly documented and supported by appropriate evidence.

In addition, it is crucial to regularly review and reconcile the accounts to identify any discrepancies or errors. This process helps to ensure the integrity of the financial data and allows for prompt correction of any mistakes.

Furthermore, it is important to maintain a clear and organized system for storing and retrieving financial records. This can be achieved through the use of proper filing techniques and the implementation of a robust accounting system.

Finally, it is essential to stay up-to-date on the latest accounting practices and regulations. This ensures that the financial records are compliant with all applicable laws and standards.

By following these guidelines, you can ensure that your financial records are accurate, reliable, and easy to access. This will help you to make informed decisions and maintain the financial health of your organization.

October 22, 2019

Mr. Robert Wagner
Turner Construction Co.
Albany International Airport
Albany, NY

Re: Albany International Airport PG
Albany, NY
Unistress Job No. 51651

Subject: **Change Order Request No. 9 – Changed Condition, Resequencing, Inefficiencies**

Dear Robert:

Unistress requests a change order in the amount of \$156,159.58. This is in regard to the changed condition which effected multiple items:

- Multiple Resequencing of crane creating 7 additional crane moves
- Additional guy cable bracing due to having to erect a single bay wide (A-B)
- Additional Garlocks required to be used from Grid 10 to 15 along Grid Line B due to having to erect a single bay wide
- Inefficiencies due to interferences by site contractor
- Shuttling over and above the original delivery plans

Summarizing these bullet point one at a time, due to foundations not being completed along Grid Line C Unistress and PSI were able to continue erecting what is labeled as sequence #9 through #13 on the attached sequence plan dated 8/7/19. In doing this it created seven additional crane moves. These all took time not accounted for in our bid. These additional crane moves took anywhere from 1 to 2.5 hours depending on sequence.

The additional guy bracing was an added process because with the new sequence of erecting just Grid A-B, PSI had to install guying cables back to the foundation along Grid B to ensure the structure remained plumb. If we were to erect as originally planned, A-C, this additional cabling would not have been required as the PG would have been balanced across Grid B.

Another result in erecting just Grid A-B was that an additional leading edge was created along Grid Line B. This caused PSI to rent and install additional Garlock Safety rails from Grid 10 – 15 along Grid B at each level.

There were a number of days where erection was either stopped or our efficiency was effected by the foundation work which was expected to be completed by then. The attached sheet from PSI outlines these days, 7/31/19, 8/16/19, 8/19/19 and 8/20/19.

The last item listed is the shuttling that was done over and above the original plans. Though some shuttling was anticipated we also expected that the majority of the loads would be delivered directly to the hook with timed deliveries. Due to the site conditions and safety concerns we ended up using 2-3 shuttles each day bringing precast over from the drop yard in order to maintain a safe work zone. There was a concern that multiple trucking companies coming in and out of an ever changing site would be a safety hazard so we

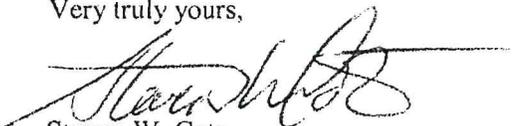
maintained the same 2-3 drivers who were familiar with the logistics to maintain the safety of others as their work extended well past what was anticipated.

Gentleman, we had several meetings and conference calls throughout this process and was assured by the Airport that we would be compensated for these items as well as the costs submitted under COR-07 dated September 24, 2019. With the recent rejection of our COR-07 and the magnitude of this change I suggest we schedule a meeting with appropriate parties to bring these items to a swift conclusion.

Below is a summary of costs for each of the items listed above:

• Additional Crane Moves:	\$ 5,963.82		
• Additional Guy/X-Bracing:	\$ 2,262.05		
• Additional Garlock Delivery/Install:	\$ 2,193.52		
• Precast Erection Interruption:	\$ 8,068.71	→ 18,488.10 (SQZ ATTACHED) *	+ 5% UNISTRESS OHP = 924.41
• Additional Shuttling:	<u>\$116,715.00</u>	18488.10 + 10% MARK UP	
• SUBTOTAL:	\$135,203.10		
• OH (10%):	\$ 13,520.31	0.00	
• SUBTOTAL:	\$148,723.41		
• P (5%):	\$ 7,436.17	924.41	
• GRAND TOTAL:	\$156,159.58	<u>\$ 19,412.51</u> ✓	

Very truly yours,



Steven W. Cote
Sr. Project Manager

Attachments
Cc: John LeClair



PO Box 1145
550 Cheshire Rd.
Pittsfield, MA 01202
Direct: 413.629.2054
Mobile: 413-822-2503
www.unistresscorp.com

Follow us:

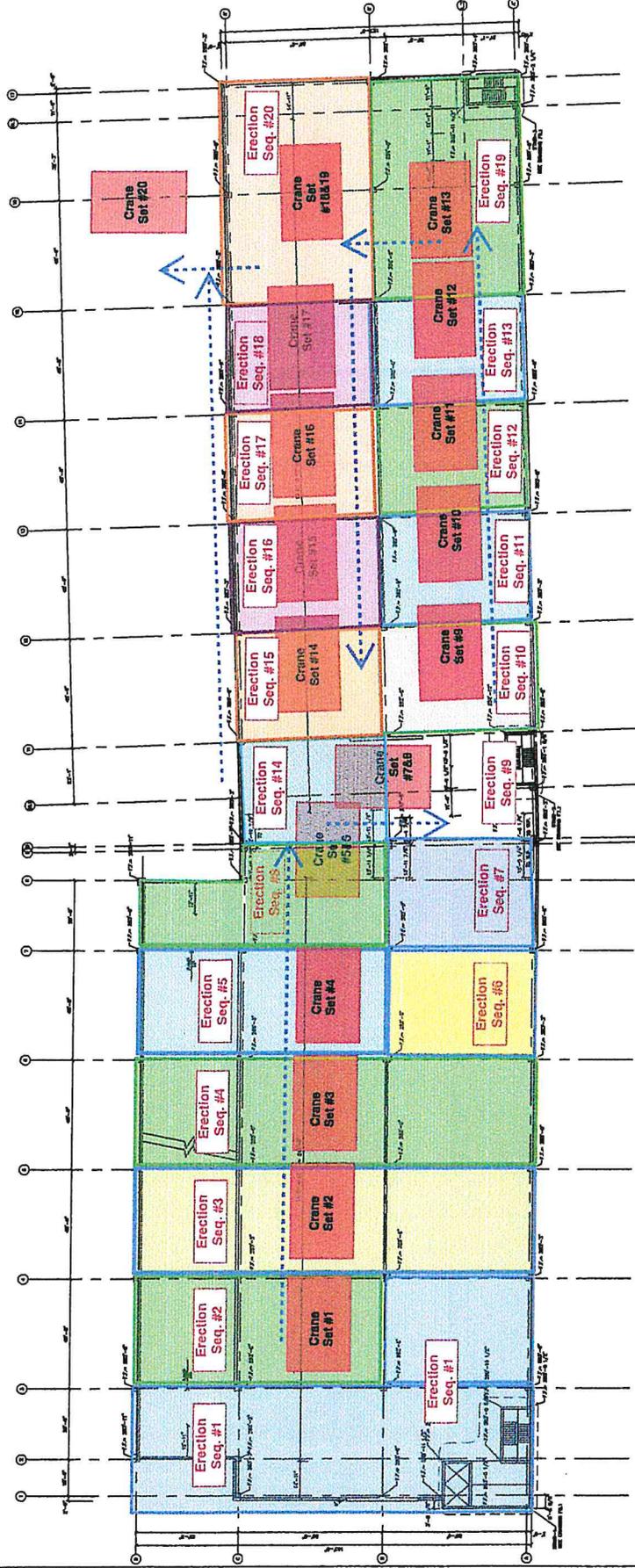




Re-Sequence
8/07/19

Direction of Erection →

Direction of Erection →



NOTE: "Crane Set #1" erects "Erection Seq. #1"
 "Crane Set #2" erects "Erection Seq. #2"
 etc., etc.

→ = CRANE PATH

DATE	NO.	REV.	BY
08/07/19	001	001	...
08/07/19	002	001	...
08/07/19	003	001	...
08/07/19	004	001	...
08/07/19	005	001	...
08/07/19	006	001	...
08/07/19	007	001	...
08/07/19	008	001	...
08/07/19	009	001	...
08/07/19	010	001	...

ALBANY INTERNATIONAL AIRPORT P/G
 ALBANY, NY
 TURNER CONSTRUCTION
 DESIGN MANAGEMENT
 FOUNDATION PLAN

NO.	DATE	DESCRIPTION

unistress
 1000 WEST 10TH AVENUE, SUITE 1000, DENVER, CO 80202
 PHONE: 303.733.1111 FAX: 303.733.1112
 WWW.UNISTRESS.COM



PRECAST SERVICES, INC.

Remit To: 8200 Boyle Parkway
 Twinsburg, Ohio 44087
 330-425-2880 Phone
 330-963-0150 FAX

INVOICE

BILL TO:

Unistress Corp
 550 Cheshire Road
 Pittsfield, MA 01201
 Attn: Mr. Steven Cote

Date: 9/30/2019
 Invoice No.: X13828
 Terms: NET 30
 Job No.: 1604
 Account No.:

PROJECT:

Albany Airport PG
 Colonie, NY

Description:

Attached are the extra costs for down time, lost productivity, extra material and work on the project due to interference from LeChase not completing foundations.

Date	Item	Cost
07/31/19	LeChase crane and concrete trucks in our way, lost 1.5 hour:	
1	1 1.5 \$ 234.38 Crane	\$ 351.56
1	6 1.5 \$ 77.88 Men	\$ 700.88
08/16/19	Had to move conex's and shanty due to foundation work on C-line	
1	1 1.5 \$ 234.38 Crane	\$ 351.56
1	6 1.5 \$ 77.88 Men	\$ 700.88
• 08/19/19	Had to move rigging to allow pile driver in	
1	1 0.5 \$ 234.38 Crane	\$ 117.19
1	6 0.5 \$ 77.88 Men	\$ 233.63
• 08/20/19	Pile driver came into our work area and shut us down	
1	1 3 \$ 234.38 Crane	\$ 703.13
1	6 3 \$ 77.88 Men	\$ 1,401.75
• 08/20/19	Fabricate x-brace cable slab connection for guide cables (attached)	
	Install cable bracing for one bay erection 4 - 5 locations 5 men 1 hr	\$ 704.55
4	5 1 \$ 77.88	\$ 1,557.50
	Crane mat installation for extra moves 6 at 1 hour and 1 at 2.5 hours	\$ 1,992.19
1	1 8.5 \$ 234.38 Crane	\$ 1,992.19
1	6 8.5 \$ 77.88 Men	\$ 3,971.63
	Lost productivity (1.5 on 8/19) (1.5 on 8/21) (2 on 8/22)	\$ 1,171.88
1	1 5 \$ 234.38 Crane	\$ 1,171.88
1	6 5 \$ 77.88 Men	\$ 2,336.25
	Doug delivering extra equipment for 1 bay erection 1 day	\$ 347.52
1	1 8 43.44 Man	\$ 347.52
1	1 8 75 Truck	\$ 600.00
	Install and remove extra GaurLoks w/bases 90' 4 levels 2 men	\$ 1,246.00
2	4 2 \$ 77.88	\$ 1,246.00
Sub-Total		\$18,488.07
10 % OH		\$1,848.81
Total		\$20,336.88

Precast erection interruption: \$8,068.71

Additional X-Bracing: \$2,262.05

Additional crane moves: \$5,963.82

Additional Garlock: \$2,193.52

5.75 hrs NOT 8.5
 1,347.69
 2,686.80
 4,034.55

JC Detail

Jobs: 51651- 51651- Phases: 980 -4040- -980 -4040- Cost Types: 5 - 5 Units: Actual
 All Months All Dates All JC Transaction Types All Departments

Mth	Trans#	Posted Date	Actual Date	Src	Co	Vend# Craft/Class Equip#/Mat#	Description	Earn Fact	Reference	Units	Hours	Cost
51651- Albany International Airport PG												
980	-4040-	SHUTTLING 5 TRANS										
07/19	3407	07/17/19	07/12/19	AP	4	167	BERKSHIRE HEAV	7647		0.000	0.00	220.00
07/19	5618	07/17/19	07/12/19	AP	4	6409	DAWSONS TOWIN	86513A		0.000	0.00	6,125.00
07/19	6332	07/24/19	07/19/19	AP	4	6409	DAWSONS TOWIN	86599A		0.000	0.00	15,625.00
07/19	12945	08/01/19	07/26/19	AP	4	6409	DAWSONS TOWIN	86677A		0.000	0.00	14,593.75
08/19	1506	08/08/19	08/02/19	AP	4	6409	DAWSONS TOWIN	86709A		0.000	0.00	16,031.25
08/19	2013	08/14/19	08/02/19	AP	4	6409	DAWSONS TOWIN	86781A		0.000	0.00	15,656.25
08/19	5161	08/20/19	08/16/19	AP	4	6409	DAWSONS TOWIN	86867A		0.000	0.00	16,312.50
08/19	7864	08/26/19	08/23/19	AP	4	6409	DAWSONS TOWIN	86933A		0.000	0.00	13,250.00
09/19	4920	09/18/19	09/13/19	AP	4	6409	DAWSONS TOWIN	87021A		0.000	0.00	15,812.50
09/19	6215	09/25/19	09/20/19	AP	4	6409	DAWSONS TOWIN	87115A		0.000	0.00	5,218.75
09/19	8886	10/01/19	09/27/19	AP	4	6409	DAWSONS TOWIN	87181A		0.000	0.00	9,375.00
09/19	8887	10/01/19	09/27/19	AP	4	167	BERKSHIRE HEAV	7725		0.000	0.00	165.00
09/19	11295	10/02/19	09/30/19	AP	4	479	DODGE CONSTRL	151		0.000	0.00	82.50
10/19	2408	10/10/19	10/04/19	AP	4	3093	BIZZILLION WAYS	315107		0.000	0.00	247.50
Total for Cost Type: 5										0.000	0.00	128,715.00
Total For Phase: 980 -4040-											0.00	128,715.00
Total For Job: 51651-											0.00	128,715.00
Total For Company:4											0.00	128,715.00

Carried \$12,000.00 in estimate for limited shuttling.

Total Balance: \$116,715.00

Invoice

SOLD TO		ROBERT WAGNICH / JOHN LACROIX	
ADDRESS	SUBJECT TO	ADDRESS	WH
Subsite: 51651 ALBANY AIRPORT		CROSS STRESS COOP	
CITY, STATE, ZIP	CITY, STATE, ZIP	550 CHAMBERLAIN RD	
ALBANY NY 12211		PSTDFIELD, MA 01201	
CUSTOMER ORDER NO.	DATE		
004	8/19/2017		
SOLD BY	TERMS		
E. OGDEN	AS NOTED		

WORK INVOICED:

CRANE / MATS MOVE

DOWNTIME: 1 HR

CRANE AND MATS MOVED TO START

EJECTION IN SEQUENCE 10.

A/B LINE

2 CONNECTORS

2 RIGGERS

3 SHUTTLE DRIVERS

* 22 LOADS ORDER

10 ERECTED

Invoice

SOLD TO ROBERT WAGNER / JOHN CACCARE ADDRESS 51651 ACADEMY AIRPORT CITY, STATE, ZIP ACADEMY NY 12111	SHIPMENT CHRISTMAS CORP ADDRESS 550 CHEMURCE RD CITY, STATE, ZIP DARTMOUTH MA 01201	DATE 8/20/2009
---	--	-------------------

CUSTOMER ORDER NO 005	DATE AS NOTED	FOR
WORK ORDER NUMBER: CRAWL/MAT MOVE AND SHUT DOWN; DOWNTIME: 2.5 Hr. CRAWL/MAT MOVE TO START CREEPER IN SEQUENCE II. A/B Lane	11	ERECTOR CONDY OTOBY
2 CONNECTORS		
2 RIGS		
3 SLASH DRIVERS		
1 FLAGMAN		
2 OPERATORS		
Shut Down/Downtime due to unable to erect pieces, bearing of Piling Crane (CP) in area of swing, bringing erecting to a halt. TEL issue started @ 1:00pm		

Invoice

SOLD TO Robert Wagnel / John Calcutt UNISTEEL CORP MA

ADDRESS Subsite: 51651 Albany Airport 550 CASHIERE RD

CITY STATE ZIP ALBANY, NY 12211 PITTSFIELD, MA 01201

CUSTOMER ORDER NO 002

SOLEBY E. OGDEN TERMS AS NOTED DATE 8/8/2017

WORK ORDER INVOICE:

Downtime: 1.25 HR
CRANE / MATS

CRANE and MATS had to be moved
to different location. To set 3 Bays.
Location had to be adjusted to work
around Subsite construction.

18W of coils

The first part of the document discusses the importance of maintaining accurate records of all transactions. This includes not only sales and purchases but also any other financial activities that may occur during the course of the business. It is essential to ensure that all records are kept up-to-date and are easily accessible for review.

In addition to maintaining accurate records, it is also important to regularly review the financial statements. This will help to identify any potential issues or areas of concern early on, allowing for prompt action to be taken. It is also important to ensure that all financial statements are prepared in accordance with the relevant accounting standards and regulations.

Finally, it is important to ensure that all financial information is kept secure and confidential. This may involve implementing appropriate security measures, such as password protection and access controls, to prevent unauthorized access to the data. It is also important to ensure that all financial information is stored in a secure and reliable manner, such as in a secure cloud storage service.

By following these guidelines, businesses can ensure that their financial records are accurate, up-to-date, and secure. This will help to ensure the long-term success and stability of the business, and will also help to ensure compliance with all relevant accounting standards and regulations.

The second part of the document discusses the importance of maintaining accurate records of all transactions. This includes not only sales and purchases but also any other financial activities that may occur during the course of the business. It is essential to ensure that all records are kept up-to-date and are easily accessible for review.

In addition to maintaining accurate records, it is also important to regularly review the financial statements. This will help to identify any potential issues or areas of concern early on, allowing for prompt action to be taken. It is also important to ensure that all financial statements are prepared in accordance with the relevant accounting standards and regulations.

unistress

UNISTRESS CORP.
550 Cheshire Road
Post Office Box 1145
Pittsfield, MA 01202
413-499-1031
FAX 413-499-1254

March 25, 2020

REC'D March 30, 2020

Mr. Robert Wagner
Turner Construction Co.
Albany International Airport
Albany, NY

Re: Albany International Airport PG
Albany, NY
Unistress Job No. 51651

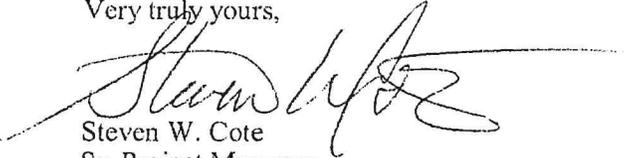
Subject: Change Order Request No. 14 – Drain Bodies-Buckets-Grates

Dear Robert:

Unistress requests a change order in the amount of \$64,975.00. This is in regard to Unistress furnishing and installing the drain bodies, buckets and grates. It continues to be our position that this material is not in our scope of work. There were a total of 75 drains on the project 59 original locations and then an additional 16 added through development. I have attached the work sheet breakdown the costs of this material.

If you have any questions please let me know.

Very truly yours,


Steven W. Cote
Sr. Project Manager

Cc: John LeClair

(Attachments)

unistress
50 years of growth and innovation

PO Box 1145
550 Cheshire Rd.
Pittsfield, MA 01202
Direct: 413.629.2054
Mobile: 413-822-2503
www.unistresscorp.com

Follow us:



Job Number: 51651 Job Name: Albany Airport Date: 3/12/2020

Unistress Worksheet

Scope of work:

Costs to furnish and install drain bodies, buckets and grates

Sub-Contractor Performed Work

Phase Code	Quantity	U/M	Description	Unit \$	Extension
3400	59	ea	Drain Parts	\$476.47	\$ 28,111.73
3400	16	ea	Drain Parts	\$476.47	\$ 7,623.52
960-6400	59	ea	PLUMBING SUB	\$273.60	\$ 16,142.40
960-6400	16	ea	PLUMBING SUB	\$273.60	\$ 4,377.60

10%

Sub-Total Sub-Contracted Work: \$ 56,255.25
 Mark-up on Sub-Contracted work: \$ 5,625.53
Total Sub-Contracted Work: \$ 61,880.78

Unistress Performed Work

Material

Phase Code	Quantity	U/M	Description	Unit \$	Extension
			#N/A		\$ -
			#N/A		\$ -
			#N/A		\$ -
			#N/A		\$ -

Sub-Total Unistress Material: \$ -

Equipment

Phase Code	Quantity	U/M	Description	Unit \$	Extension
			#N/A		\$ -
			#N/A		\$ -
			#N/A		\$ -
			#N/A		\$ -

Sub-Total Unistress Equipment: \$ -

Unistress Labor

Phase Code	Quantity	U/M	Description	Unit \$	Extension
			#N/A		\$ -
			#N/A		\$ -
			#N/A		\$ -
			#N/A		\$ -
			#N/A		\$ -

Sub Total Unistress Labor: \$ -

10%

Sub-Total Unistress Performed Work: \$ -
 Mark-Up on Unistress Performed Work: \$ -
Total Unistress Performed Work: \$ -

5%

Total Sub-Contracted Work: \$ 61,880.78
Total Unistress Performed Work: \$ -
Profit: \$ 3,094.04
Total Sales Tax (if applicable): \$ -
Sub-Total for Scope Specified: \$ 64,974.81

Total Payment & Performance Bond (if applicable):

Total for Scope Specified: \$ 64,974.81

Change Order Request



C.O.R. # 052392-95-006

G.C. #

Date: 10/24/2019

Project Name: 052392-Albany County Airport Pedestrian Bridge & Parking
Garage Plumbing

Project #: 052392

To: Unit-Stress
Attn: Steven Cote

From: Postler & Jaeckle Corp.
Jesse Gorman
615 South Avenue
Rochester, NY 14620-1385

Phone: **Fax:**

Phone: (585) 546-7450 **Fax:** (585) 546-4316

We hereby propose to make the following changes:

Install Above Ground Deck Drains

Install 72 Deck Drain (Zurn Z662) furnished by others at 72 locations.

Note - This change order request assumes that the placement and fitment of the previously installed frames in the pre-cast are correct and will accept the drain bodies that are being provided. We are not responsible for any re-work due to any issues with the previously installed drain frames.

Change Order Price \$20,520.00

This price is good for 5 days. If conditions change, this price is void.

We are requesting a time extension of 0 days in conjunction with this change.

Jesse Gorman 10/24/2019

Author Date Sent

Accepted The above prices and specifications of this Change Order request are satisfactory and are hereby accepted. All work to be performed under same terms and conditions as specified in original contract unless otherwise specified.

Authorized Signature

Date of Acceptance

Change Order Request



C.O.R. # 052392-95-006

G.C. #

Date: 10/24/2019

Project Name: 052392-Albany County Airport Pedestrian Bridge & Parking
Garage Plumbing

Project #: 052392

Labor

Labor Type	Man Hrs	\$/Hr	Burden	Fringe	TotalTax	Sub Total	Markup		Total Labor
							%	Amount	
Deck Drains Install	216.00	\$95.00	\$0.00	\$0.00	\$0.00	\$20,520.00	0.00%	\$0.00	\$20,520.00
			\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00
				Sub Total	\$0.00	\$20,520.00		\$0.00	\$20,520.00
				Grand Total	\$0.00	\$20,520.00		\$0.00	\$20,520.00

Materials

Materials	Quantity	Cost	TotalTax	Sub Total	Markup		Total Materials
					%	Amount	
			\$0.00	\$0.00	10.00%	\$0.00	\$0.00
		Sub Total	\$0.00	\$0.00		\$0.00	\$0.00
		Grand Total	\$0.00	\$0.00		\$0.00	\$0.00
				Total		\$20,520.00	
				Total		\$20,520.00	

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