



Handwritten initials

**ACAA Approved
12/06/2021**

Minutes of the Regular Meeting of the Albany County Airport Authority

November 8, 2021

Pursuant to notice duly given and posted, the regular meeting of the Albany County Airport Authority was called to order on Monday, November 8, 2021 @ 11:30 a.m. in the 3rd Floor Conference Room of the main terminal located at the Albany International Airport by Chairman Samuel A. Fresina with the following present:

MEMBERS PRESENT

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

MEMBERS ABSENT

STAFF

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

ATTENDEES

Fred Acunto, Airport Manager, AvPorts
John DelBalso, Assistant Airport Manager, AvPorts
Ray Casey, Airport Consultant
Fire Chief Dave Cook, AvPorts
Dennis Feeney, Majority Leader
Dave Dague, Principal, Arthur D. Little Global

General:

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

Ms. O'Connor moved to approve the minutes of the September 13, 2021 meeting.



The motion was adopted unanimously.

Management Reports:

3. Communications and Report of Chief Executive Officer

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

4. Chief Financial Officer

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

5. Project Development

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

6. Counsel

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

7. Concessions/Ambassador Program

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

8. Public Affairs

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

9. Business & Economic Development

Mr. Cannon introduced Doug Bañez, Founder and Managing Director of Hubpoint Strategic Advisors, LLC, and Mr. Bañez presented an Air Cargo Assessment of the Albany International Airport.

Action Items:

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

- 10.1 Professional Service Contract: 3-Year Contract Extension: Amendment No. 6 to Professional Services Contract No. S371:**



Passenger Information Services with the Albany County Convention & Visitors Bureau.

Ms. Quinn recommended authorization for a three-year extension of the current contract with the Albany County Convention and Visitors Bureau, Inc. (ACCVB) for the continued operation of the Airport's Information Desk. She advised the extended term will be for calendar years 2022-2024 and the fee to the ACCVB for year 2022 shall be \$121,210 and will be increased each year by an amount not to exceed 2% to be mutually agreed.

Ms. O'Connor moved to authorize a three-year extension of the current contract with the Albany County Convention and Visitors Bureau, Inc. (ACCVB) for the continued operation of the Airport's Information Desk for calendar years 2022-2024 and the fee to the ACCVB for year 2022 shall be \$121,210 and will be increased each year by an amount not to exceed 2% to be mutually agreed. The motion was adopted unanimously.

10.2 Issue Purchase Order for Purchase of a new LED High Mast Lights for the Terminal (material purchase only)

Mr LaClair recommended authorization to purchase a new LED High Mast 105 lights (materials only) for the Terminal and Air Cargo aprons in the amount of \$188,532.65. The existing low pressure sodium lights have been in place since the Terminal was built and have degraded in their ability to adequately illuminate the Terminal and Air Cargo aprons where the aircrafts are loaded, fueled and parked. He advised the diminished ability to light the area presents a hazard to passengers, airline personnel and Airport Building and Airfield maintenance staff especially during rain or snow events. The new LED lights have been specifically designed for the Airports use and will provide the proper lighting. Additionally since they are LED replacing 105 lights will greatly reduce the electrical demands for the Airport. This purchase will be 100% airport funded.

Mr. Hicks moved to authorize the purchase of a new LED High Mast 105 lights (materials only) for the Terminal and Air Cargo aprons in the amount of \$188,832.65 and 100% Airport funded. The motion was adopted unanimously.

10.3 Negotiations - Contract S-21-1100 for Authorization to negotiate with Collier Engineering for design services for Runway 10-28 Rehabilitation

Mr. LaClair recommended authorization to negotiate for Professional Services Contract S-21-1100 Design Services for the proposed Runway 10-28 Rehabilitation. He advised the RFQ evaluation committee met and the recommendation for award is the design firm of Collier Engineering.



Subsequent contract award is contingent upon Board approval of the negotiated fee established following grant guidelines.

Mr. Pichardo moved to authorize fee negotiations of Contract No. S-21-1100 Runway 10-28 Rehabilitation. The motion was adopted unanimously.

10.4 Service Contract No. SC-21-1097: Security Systems Repairs

Mr. LaClair recommended authorization to award Service Contract No. SC-21-1097 for Security Systems Repairs in the estimated contract amount of \$35,000 for 1 year with four one-year options to renew to Convergent Technologies. He advise the Authority issued a request for proposals for Security Repair Services on an as needed basis for repairs to access control systems and surveillance cameras and recording systems at the Airport.

Mr. Heider moved to authorize the award of Service Contract No. SC-21-1097 for Security Systems Repairs in the estimated contract amount of \$35,000 for 1 year with four one-year options to renew to Convergent Technologies. The motion was adopted unanimously.

10.5 Service Contract: General Construction SC-21-1096: General Construction Services

Mr. LaClair recommended authorization to approve Contact No. SC-21-1096 to:

Sam Greco Construction Inc. 801 Smith Blvd. Port of Albany Albany, NY 12202	Duncan & Cahill, Inc. 11 Oakwood Avenue Troy, NY 12180	Rosch Brothers, Inc. 424 Old Niskayuna Rd. Latham, NY 12110
--	--	---

Mr. LaClair advised the work will be assigned to the three contractors listed above based upon the quality of the work previously performed and on a rotation as needed. He also advised the Airport relies upon the services of a general construction contractor on an as needed basis. The three contractors will enter into a service contract for a one-year term with four one-year options to renew. Mr. LaClair advised the annual contract amount is estimated at \$90,000 and there is no fixed total amount. This contact is 100% airport funded.

Mr. Hicks moved to approve Service Contracts for Contact No. SC-21-1096 for a one-year term with four one-year options to renew with the following companies for an annual contract estimate of \$90,000 with no fixed amount:

Sam Greco Construction Inc. 801 Smith Blvd. Port of Albany Albany, NY 12202	Duncan & Cahill, Inc. 11 Oakwood Avenue Troy, NY 12180	Rosch Brothers, Inc. 424 Old Niskayuna Rd. Latham, NY 12110
--	--	---

The motion was adopted unanimously.



10.6 Lease Amendment No. 7 to Contract No. L-637 with Prescott Holdings, Inc.

Mr. Casey recommended authorization to approved Amendment No. 7 to Contract No. L-637 with Prescott Holdings, Inc. He advised as background information that Contract Lease No. L-637 for Building Nos. 202 and 203 was negotiated with Integra Optics owner David Prescott who also personally guaranteed the lease payments to the Authority. In the last 18 months, Mr. Prescott sold Integra Optics to a California firm which decided to relocate its operations to privately owned space in Guilderland. Through his separate firm, Prescott Holdings, Inc., Prescott will assume sole Tenant responsibility for this lease. Amendment No. 7 transfers Tenant responsibility to Prescott Holdings and the personal guarantee of payment by Mr. Prescott will continue for the renewal term of the lease (until December 31, 2026, with two additional 5 year renewals available if requested).

As part of the negotiation to repurpose Building No. 203 from an assembly manufacturing facility to aeronautical use, the Authority and the Tenant have agreed that a number of capital improvements are required. The estimated cost of these improvements over the next year approximates \$500,000 and the Authority has agreed to reimburse the Tenant for the first \$300,000 of Certified Tenant Improvement Expenditures (subject to the ACAA Tenant and Design Handbook). Completion of the Building No. 203 improvements will increase the value and usefulness of this hangar and office building while meeting the changed Tenant requirements. As is standard practice of the Authority, Lease No. 7 requires that all contract work is to be completed with prevailing wages.

The monthly lease payment payable to the Authority is \$16,998.65 in 2021; that amount will be adjusted annually by the increase in the appropriate CPI index per paragraph #3 of the existing lease. The first adjustment will take place on January 1, 2022.

Dr. Greenberg moved to approve Lease Amendment No. 7 to Lease No. L-637 with Prescott Holdings, Inc. in the amount of \$16,998.65 in 2021 with that amount adjusted annually by the increase in the appropriate CPI index per paragraph #3 of the existing lease. The first adjustment will take place on January 1, 2022. The motion was adopted unanimously.

10.7 Professional Services Contract No. S-21-1082 - Phase 1 Concept Renderings, Grant Assistance with CHA Companies, Inc.

Mr. Cannon recommended authorization to approve the payment of \$207,330 to CHA Companies, Inc. for Phase 1 of the professional services related to the terminal expansion project. He advised Phase 1 consists of Renderings, Architectural Concept Design and related grant assistance and is 100% airport funded.



Mr. Nardacci moved to approve the payment of \$207,330 to CHA Companies, Inc. for Phase 1 of the professional services related to the terminal expansion project which is 100% airport funded. The motion was adopted unanimously.

10.8 Contract: Professional Services Contract No. S-21-1076 Air Cargo Development Phase 2 with Hubpoint Strategic Advisors, LLC

Mr. Cannon recommended authorization to approve Professional Service Contract No. S-21-1076 for the Air Cargo Development Phase 2 with Hubpoint Strategic Advisors, LLC for a base contract amount of \$120,000. He advised an RFQ for Air Cargo Assessment was released on March 5, 2021 and the Authority received one response (Hubpoint Strategic Advisors, LLC) which was acknowledged March 15, 2021.

Mr. Hicks moved to approve Contract No. S-21-1076 for the Air Cargo Development Phase 2 with Hubpoint Strategic Advisors, LLC for a base contract amount of \$120,000. The motion was adopted unanimously.

11. Authorization of Change Orders - None

12. Authorization of Federal and State Grants - None

13. Informational Only - None

Old Business: None

New Business: None

Executive Session: None

Mr. Hicks made a motion to go into Executive Session to discuss one personnel matter. The motion was adopted unanimously.

There being no action taken on the Executive Session item and there being no further business, the meeting was adjourned at 1:05 p.m.



ALBANY COUNTY AIRPORT AUTHORITY

REGULAR MEETING

AGENDA

REGULAR MEETING

AGENDA

November 8, 2021

General:

- 3. Chairman's Remarks**
- 4. Approval of Minutes**
Regular Meeting – September 13, 2021
- 4. Communications and Report of Chief Executive Officer**

Reports:

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

Action Items:

- 10. Authorization of Contracts/Leases/Contract Negotiations/Contract Amendments**
 - 10.1 Professional Service Contract: 3-Year Contract Extension: Amendment No. 6 to Professional Services Contract No. S371:**



Passenger Information Services with the Albany County Convention & Visitors Bureau

- 10.2** Issue Purchase Order for Purchase of a new LED High Mast Lights for the Terminal (material purchase only)
 - 10.3** Contract S-21-1100 for Authorization to negotiate with Collier Engineering for design and CA for Runway 10-28 Rehabilitation
 - 10.4** Service Contract No. SC-21-1097: Security Systems Repairs
 - 10.5** General Construction SC-21-1096
 - 10.6** Lease Amendment No. 7 to Contract No. L-637 with Prescott Holdings, Inc.
 - 10.7** Professional Services Contract No. S-21-1082 - Phase 1 Concept Renderings, Grant Assistance with CHA Companies, Inc.
 - 10.8** Contract: Professional Services Contract No. S-21-1076 Air Cargo Development Phase 2 with Hubpoint Strategic Advisors, LLC
- 11. Authorization of Change Orders - None**
 - 12. Authorization of Federal and State Grants - None**
 - 13. Informational Only**

Old Business:

New Business:

Executive Session - Attorney-Client Privilege Matters

AGENDA ITEM NO. 1

Chairman's Remarks

NOTICE

TIMES UNION

timesunion.com

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

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

Account Number: 061026000
Order Number: 0004182668
Order Invoice Text: November 8, 2021

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

11-02-2021

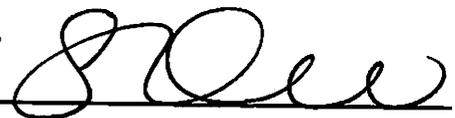


11/03/2021

Denise R. LaCoppola

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

Sworn to before me, this 3 day of Nov 2021.



Notary Public
Albany County

**ALBANY COUNTY AIRPORT AUTHORITY
MEETING NOTICE**

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

The Albany County Airport Authority will hold its regular
scheduled meeting on Monday, November 8, 2021 at 11:30 a.
m. The meeting will be held in the Conference Room on the 3rd
Floor located in the Main Terminal at the Albany International
Airport, Albany, New York.



Posted:
Info Desk
Facebook
Website -

10-29-21

S. Chaulad

**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, November 8, 2021 at 11:30 a.m.** The meeting will be held in the Conference Room on the 3rd Floor located in the Main Terminal at the Albany International Airport, Albany, New York.

Liz Charland

From: Liz Charland
Sent: Friday, October 29, 2021 11:48 AM
To: ACAAList
Subject: ACAA Regular Meeting Monday November 8, 2021
Importance: High

Below is the meeting notice for Monday November 8, 2021.

Please forward a list of your items ASAP.

Also, forward your final items and reports no later than 11:00 a.m. on Tuesday, . Thank you. - Liz

**ALBANY COUNTY AIRPORT AUTHORITY
MEETING NOTICE**

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

The Albany County Airport Authority will hold its regularly scheduled meeting on **Monday, November 8, 2021 at 11:30 a.m.** The meeting will be held in the Conference Room on the 3rd Floor located in the Main Terminal at the Albany International Airport, Albany, New York.

Liz Charland

From: Liz Charland
Sent: Friday, October 29, 2021 12:02 PM
To: John-Raphael Pichardo; John-Raphael Pichardo - IPAD; Kevin R. Hicks, Sr. - IPAD; Kevin R. Hicks, Sr. (Personal); Lyon Greenberg, MD; Lyon Greenberg, MD - IPAD; Samuel A. Fresina; Samuel A. Fresina - IPAD; Sari O'Connor; Steve Heider; Steven H. Heider; Thomas A. Nardacci
Subject: November 8, 2021 Board Meeting at 11:30 a.m.
Importance: High

Please advise whether or not you will be attending the November 8, 2021 Board meeting. Thank you. - Liz

**ALBANY COUNTY AIRPORT AUTHORITY
MEETING NOTICE**

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

The Albany County Airport Authority will hold its regularly scheduled meeting on **Monday, November 8, 2021 at 11:30 a.m.** The meeting will be held in the Conference Room on the 3rd Floor located in the Main Terminal at the Albany International Airport, Albany, New York.

Liz Charland

From: Liz Charland
Sent: Friday, October 29, 2021 12:34 PM
To: TU Legals
Subject: RE: Account Number 061026000 - November 8, 2021 Meeting Notice
Importance: High

I know I didn't update the subject line that's why I sent it twice. The November 8 is the correct one.

From: TU Legals <TULegals@TimesUnion.com>
Sent: Friday, October 29, 2021 12:27 PM
To: Liz Charland <LCHARLAND@albanyairport.com>; TU Legals <TULegals@TimesUnion.com>
Subject: RE: Account Number 061026000 - November 8, 2021 Meeting Notice

Oh ok, the subject lines were different.
I'll kill one now, thanks Denise

From: Liz Charland <LCHARLAND@albanyairport.com>
Sent: Friday, October 29, 2021 12:24 PM
To: TU Legals <TULegals@TimesUnion.com>
Subject: [EXTERNAL] RE: Account Number 061026000 - November 8, 2021 Meeting Notice

Denise,

It is just one notice. I apologize that I sent it twice.

Thank you.
Liz

From: TU Legals <TULegals@TimesUnion.com>
Sent: Friday, October 29, 2021 12:17 PM
To: Liz Charland <LCHARLAND@albanyairport.com>; TU Legals <TULegals@TimesUnion.com>
Subject: RE: Account Number 061026000 - November 8, 2021 Meeting Notice

Afternoon Liz,
Find attached both proofs.
Thank you, Denise

From: Liz Charland <LCHARLAND@albanyairport.com>
Sent: Friday, October 29, 2021 12:05 PM
To: TU Legals <TULegals@TimesUnion.com>
Subject: [EXTERNAL] RE: Account Number 061026000 - November 8, 2021 Meeting Notice

From: Liz Charland
Sent: Friday, October 29, 2021 12:03 PM

To: TU Legals <TULegals@TimesUnion.com>

Subject: RE: Account Number 061026000 – November 8, 2021 Meeting Notice

Please publish one time as soon as possible. Thank you. Liz

**ALBANY COUNTY AIRPORT AUTHORITY
MEETING NOTICE**

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

The Albany County Airport Authority will hold its regularly scheduled meeting on Monday, November 8, 2021 at 11:30 a.m. The meeting will be held in the Conference Room on the 3rd Floor located in the Main Terminal at the Albany International Airport, Albany, New York.

Liz Charland

From: Liz Charland
Sent: Friday, October 29, 2021 12:12 PM
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 Board Meeting Monday November 8 2021 @ 11:30 a.m.
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, November 8, 2021 at 11:30 a.m.** The meeting will be held in the Conference Room on the 3rd Floor located in the Main Terminal at the Albany International Airport, Albany, New York.

Liz Charland

From: Liz Charland
Sent: Friday, October 29, 2021 12:04 PM
To: Saratogian Newspapers; The Colonie Spotlight; The Gazette; The Troy Record
Subject: ACAA Meeting Notice- November 8, 2021

**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, November 8, 2021 at 11:30 a.m. The meeting will be held in the Conference Room on the 3rd Floor located in the Main Terminal at the Albany International Airport, Albany, New York.



ALBANY COUNTY AIRPORT AUTHORITY

REGULAR MEETING

AGENDA

November 8, 2021

General:

1. **Chairman's Remarks**
2. **Approval of Minutes**
Regular Meeting - September 13, 2021
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 Professional Service Contract: 3-Year Contract Extension: Amendment No. 6 to Professional Services Contract No. S371: Passenger Information Services with the Albany County Convention & Visitors Bureau
 - 10.2 Issue Purchase Order for Purchase of a new LED High Mast Lights for the Terminal (material purchase only)



- 10.3** Contract S-21-1100 for Authorization to negotiate with Collier Engineering for design and CA for Runway 10-28 Rehabilitation
- 10.4** Service Contract No. SC-21-1097: Security Systems Repairs
- 10.5** General Construction SC-21-1096
- 10.6** Lease Amendment No. 7 to Contract No. L-637 with Prescott Holdings, Inc.
- 10.7** Professional Services Contract No. S-21-1082 - Phase 1 Concept Renderings, Grant Assistance with CHA Companies, Inc.
- 10.8** Contract: Professional Services Contract No. S-21-1076 Air Cargo Development Phase 2 with Hubpoint Strategic Advisors, LLC

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

Old Business:

New Business:

Executive Session - Attorney-Client Privilege Matters

AGENDA ITEM NO. 2

Approval of Minutes



Minutes of the Regular Meeting of the Albany County Airport Authority

September 13, 2021

Pursuant to notice duly given and posted, the regular meeting of the Albany County Airport Authority was called to order on Monday, September 13, 2021 @ 11:30 a.m. in the 3rd Floor Conference Room of the main terminal located at the Albany International Airport by Chairman Samuel A. Fresina with the following present:

MEMBERS PRESENT

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

MEMBERS ABSENT

STAFF

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

ATTENDEES

Fred Acunto, Airport Manager, AvPorts
Ray Casey, Airport Consultant
Fire Chief Dave Cook, AvPorts
Bob Heitz, Manager Million Air
Dennis Feeney, Majority Leader
George Penn, Deputy Albany County Executive (telephonic)
Douglas C. Bañez, Founder and Managing Director of Hubpoint Strategic Advisors, LLC.

General:

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



Ms. O'Connor moved to approve the minutes of the July 12, 2021 meeting.

The motion was adopted unanimously.

Management Reports:

3. Communications and Report of Chief Executive Officer

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

4. Chief Financial Officer

5.1 Statistical and Financial Performance

5.2 Comparison of Enplanements

5.3 Summary of Airline Scheduled Flights and Markets

5.4 USDOT Arrival and Departure Statistics

5. Project Development

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

6. Counsel

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

7. Concessions/Ambassador Program

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

8. Public Affairs

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

9. Business & Economic Development

Mr. Cannon introduced Doug Bañez, Founder and Managing Director of Hubpoint Strategic Advisors, LLC, and Mr. Bañez presented an Air Cargo Assessment of the Albany International Airport.

Action Items:

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

10.1 Intentionally Left Blank



10.2 Lease: Authorization of Lease #L-21-1095, Department of Transportation/Federal Aviation Administration (FAA) for the lease of the Air Traffic Control Tower (ATCT).

Mr. Zonsius recommended authorization for lease of the Air Traffic Control Tower Lease No. L-21-1095, Department of Transportation/Federal Aviation Administration (FAA) for the lease of the Air Traffic Control Tower (ATCT). He advised the FAA ATCT was constructed in 1999 and occupied by the FAA under a 20-year lease that expired March 15, 2019. A new ten (10) year lease has been negotiated with an annual rent starting at \$745,044.00 and will increase 2% for the next nine (9) years. The increase in rent in this first year from the current annual rent is \$79,272. The Authority will receive a \$122,205.45 lump sum payment to recognize the additional rent revenue for the period March 15, 2019 through October 1, 2020.

Mr. Nardacci moved to authorize said Lease NO. L-21-1095 with the Department of Transportation/Federal Aviation Administration (FAA) for the lease of the Air Traffic Control Tower (ATCT). For ten (10) years with an annual rent starting at \$745,044.00 and will increase 2% for the next nine (9) years expiring in 2031. The motion was adopted unanimously.

10.3 Approval to issue five (5) Annual Purchase Orders for Uniform Rental Services, subject to annual CEO approval.

Mr. Zonsius recommended authorization to award Contract #SC-21-1084 for uniform rental services for Airfield, Vehicle, Glycol, Building, Parking Maintenance and Million Air (FBO) on 7/1/2021. He advised 12 companies downloaded the RFP and Unifirst Corporation was the only proposal received. He advised the total contract amount is \$39,634 annually/\$198,169 over the life of the contract (based upon estimated usage).

Dr. Greenberg moved to authorize the award of Contract No. SC-21-1084 for uniform rental services for Airfield, Vehicle, Glycol, Building, Parking Maintenance and Million Air (FBO) to Unifirst Corporation in the contract amount is \$39,634 annually/\$198,169 over the life of the contract (based upon estimated usage) The motion was adopted unanimously.

10.4 Authorization to award Contract #21-1079, Security & Driver Training Computer System.

Mr. Zonsius recommended authorization to award Contract No. 21-1079 for Security & Driver Training Computer System. He advised as an air carrier airport, ALB must comply with the provisions of CFR Part 1542.213, Training, whereby "... an airport operator may not authorize any individual unescorted



access to the secured area or Secured Identification Display Area ... unless that individual has successfully completed training in accordance with TSA-approved curriculum...". Currently, this training is conducted in a classroom setting and Staff desires to migrate to a computer-based system, in part due to COVID-19 concerns, to improve training availability with a web based-on demand training program, and to improve the consistency/standardization of training. He advised the Annual contract cost is \$104,300.00 and covers the Software License; Online Configuration with optional Multifactor Authentication; Course Production; and the initial Annual Support and Maintenance Plan year. The additional annual cost, per year, for the next four years, is \$8,800.00.

Mr. Hicks moved to authorize the award of Contract No. 21-1079 for Security & Driver Training Computer System for an annual contract cost in the amount of \$104,300.00 which will cover the Software License; Online Configuration with optional Multifactor Authentication; Course Production; and the initial Annual Support and Maintenance Plan year and the additional annual cost, per year, for the next four years, of \$8,800.00. The motion was adopted unanimously.

10.5 Issue Purchase Order for Purchase of Materials at Fixed Cost Option

Ms. Herrmann recommended authorization to approve the purchase of Type I and Type IV glycol from Ascent Aviation Group, Inc. for an estimated contract amount of \$1,368,750. She advised the resale of glycol to airlines that do their own deicing is at cost plus 30 cents per gallon flowage fee and a \$2.30/gallon glycol recovery fee. Deicing services performed by Million Air are priced at cost plus \$5.50 a gallon and a \$2.30/gallon Airport glycol recovery fee to the airlines which covers the cost of owning and operating the deicing equipment and staff required to perform the deicing service. The glycol recovery fee covers part of the cost of treating glycol contaminated water collected from the runoff.

Mr. Pichardo moved to approve the purchase of Type I and Type IV glycol from Ascent Aviation Group, Inc. for an estimated contract amount of \$1,368,750. The motion was adopted unanimously.

10.6 Heavy Equipment Contract: Authorization to Award Contract E-20-1071: Purchase of One 2021 Cab Forward Chassis with 18-Foot Front Mount Broom Including a Forced Air Blast Blower System; Airport

Mr. Iachetta recommended authorization to approve Contract E-20-1071: Purchase of One 2021 Cab Forward Chassis with 18-Foot Front Mount Broom Including a Forced Air Blast Blower System; to low-bidder M-B Companies, Inc. in the amount of \$580,635. This purchase will be 90% federal funds and 5% State and Airport share allocations respectively. Award is contingent on FAA grant issuance.



Mr. Hicks moved to approve Contract E-20-1071: Purchase of One 2021 Cab Forward Chassis with 18-Foot Front Mount Broom Including a Forced Air Blast Blower System; to low-bidder M-B Companies, Inc. in the amount of \$580,635. This purchase will be 90% federal funds and 5% State and Airport share allocations respectively. Award is contingent on FAA grant issuance.

Mr. Hicks moved to authorize the award of Contract No. E-20-1070 for the Purchase of One 2021 Cab forward Chassis with 18-Foot Front Mount Broom Including a Forced Air Blast Blower System Airport Carrier Vehicle with High-Speed Snow Blower to low-bidder M-B Companies, Inc. in the amount of \$580,635 contingent on FAA grant issuance. The motion was adopted unanimously.

10.7 Heavy Equipment Contract: Authorization to Award Contract E-20-1070: Purchase of One 2021 Airport Carrier Vehicle with High Capacity Snow Blower;

Mr. Iachetta recommended authorization to approve Contract E-20-1070: Purchase of One 2021 Airport Carrier Vehicle with High Capacity Snow Blower; to low-bidder Kodiak America, LLC in the amount of \$583,000. This purchase will be 90% federal funds and 5% State and Airport share allocations respectively. Award is contingent on FAA grant issuance.

Mr. Hicks moved to approve Contract E-20-1070: Purchase of One 2021 Airport Carrier Vehicle with High Capacity Snow Blower; to low-bidder Kodiak America, LLC in the amount of \$583,000. This purchase will be 90% federal funds and 5% State and Airport share allocations respectively. Award is contingent on FAA grant issuance. The motion was adopted unanimously.

10.8 Heavy Equipment Contract: Authorization to Award Contract E-20-1069: Purchase of One 2021 Front End Loader with Front Mounted 30-Foot Reversible Airport Snow Plow;

Mr. Iachetta recommended authorization to approve Contract E-20-1069: Purchase of One 2021 Front End Loader with Front Mounted 30-Foot Reversible Airport Snow Plow; to low-bidder Nortrax, Inc. in the amount of \$369,000. This purchase will be 90% federal funds and 5% State and Airport share allocations respectively. Award is contingent on FAA grant issuance.

Mr. Hicks moved to approve Contract E-20-1069: Purchase of One 2021 Front End Loader with Front Mounted 30-Foot Reversible Airport Snow Plow; to low-bidder Nortrax, Inc. in the amount of \$369,000. This purchase will be 90% federal funds and 5% State and Airport share allocations respectively. Award is contingent on FAA grant issuance. The motion was adopted unanimously.



10.9 Issue purchase orders for purchase of materials and enter into any required agreements for lease of two AvGas refueler trucks.

Ms. Herrmann recommended authorization to issue annual purchase orders for the purchase of AvGas, Jet-A and Sustainable Aviation Fuel (SAF) along with the rental of two AvGas refueler trucks from EPIC Aviation, LLC in the estimated amount of \$4,400,000 (for 1 year based upon estimated usage fuel prices change weekly) for up to three (3) one-year periods. She advised competitive proposals were received from five qualified vendors to supply aviation fuel sold through the FBO, provide associated credit card processing, and to supply two AvGas refueler trucks. The aviation fuel trucks are included in the fuel procurement because they are currently leased from the incumbent aviation fuel supplier. Five proposals were received and evaluated based upon the cost of fuel, cost of associated credit card processing fees, and cost of and value of refueler trucks proposed.

Dr. Greenberg moved to authorize the issuance of annual purchase orders for the purchase of AvGas, Jet-A and Sustainable Aviation Fuel (SAF) along with the rental of two AvGas refueler trucks from EPIC Aviation, LLC in the estimated amount of \$4,400,000 (for 1 year based upon estimated usage fuel prices change weekly) for up to three (3) one-year periods. The motion was adopted unanimously.

10.10 Lease Agreement: License Agreement – License No. L-21-1093: 845 Watervliet Shaker Road with United Parcel Service, Inc.

Ms. Quinn recommended authorization to enter into a License Agreement with United Parcel Service, Inc. for 845 Watervliet Shaker Road, approximately 2.6 acres. She advised the rent will be \$6,000 per month and the term of the agreement is approximately three months.

Dr. Greenberg moved to authorize the Authority to enter into a License Agreement with United Parcel Service, Inc. for 845 Watervliet Shaker Road, approximately 2.6 acres with a monthly rent of \$6,000 and a term of approximately three months. The motion was adopted unanimously.

11. Authorization of Change Orders

12. Authorization of Federal and State Grants

12.1 ADD-ON:

Federal/State Grant: Authorization for Chief Executive Officer to execute and submit Upstate Airport Economic Development and Revitalization Competition Grant Application.

Ms. Quinn requested authorization for the Chief Executive Officer to execute and submit Upstate Airport Economic Development and Revitalization



Competition Grant Application.

Mr. Nardacci moved to authorize the Chief Executive Officer to execute and submit the Upstate Airport Economic Development and Revitalization Competition Grant Application. The motion was adopted unanimously.

13. Informational Only - None

Old Business: None

New Business: None

Executive Session: None

There being no further business, the meeting was adjourned at 1:05 p.m.



ALBANY COUNTY AIRPORT AUTHORITY

REGULAR MEETING

AGENDA

September 13, 2021

General:

3. **Chairman's Remarks**
4. **Approval of Minutes**
Regular Meeting - July 12, 2021
4. **Communications and Report of Chief Executive Officer**

Reports:

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

Action Items:

10. **Authorization of Contracts/Leases/Contract Negotiations/Contract Amendments**
 - 10.1 **Intentionally Left Blank**
 - 10.2 **Lease: Authorization of Lease #L-21-1095, Department of Transportation/Federal Aviation Administration (FAA) for the lease of the Air Traffic Control Tower (ATCT).**



- 10.3 Approval to issue five (5) Annual Purchase Orders for Uniform Rental Services, subject to annual CEO approval.**
- 10.4 Authorization to award Contract #21-1079, Security & Driver Training Computer System.**
- 10.5 Issue Purchase Order for Purchase of Materials at Fixed Cost Option**
- 10.6 Heavy Equipment Contract: Authorization to Award Contract E-20-1071: Purchase of One 2021 Cab Forward Chassis with 18-Foot Front Mount Broom Including a Forced Air Blast Blower System; Airport**
- 10.7 Heavy Equipment Contract: Authorization to Award Contract E-20-1070: Purchase of One 2021 Airport Carrier Vehicle with High Capacity Snow Blower;**
- 10.8 Heavy Equipment Contract: Authorization to Award Contract E-20-1069: Purchase of One 2021 Front End Loader with Front Mounted 30-Foot Reversible Airport Snow Plow;**
- 10.9 Issue purchase orders for purchase of materials and enter into any required agreements for lease of two AvGas refueler trucks.**
- 10.10 Lease Amendment: License Agreement – License No. L-21-1093: 845 Watervliet Shaker Road with United Parcel Service, Inc.**

- 11. Authorization of Change Orders - None**

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

- 13. Informational Only**

Old Business:

New Business:

Executive Session - Attorney-Client Privilege Matters

AGENDA ITEM NO. 3

Communications and Report of Chief Executive Officer



MEMO: **November 8, 2021**

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

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

- **COVID Impact on Operations, Enplanements and Finances**
- **Proposed New Expansion Projects/Masterplan Update**
- **Collaborations & Partnerships Update**
- **Air Service Development**

AGENDA ITEM NO. 4

Financials



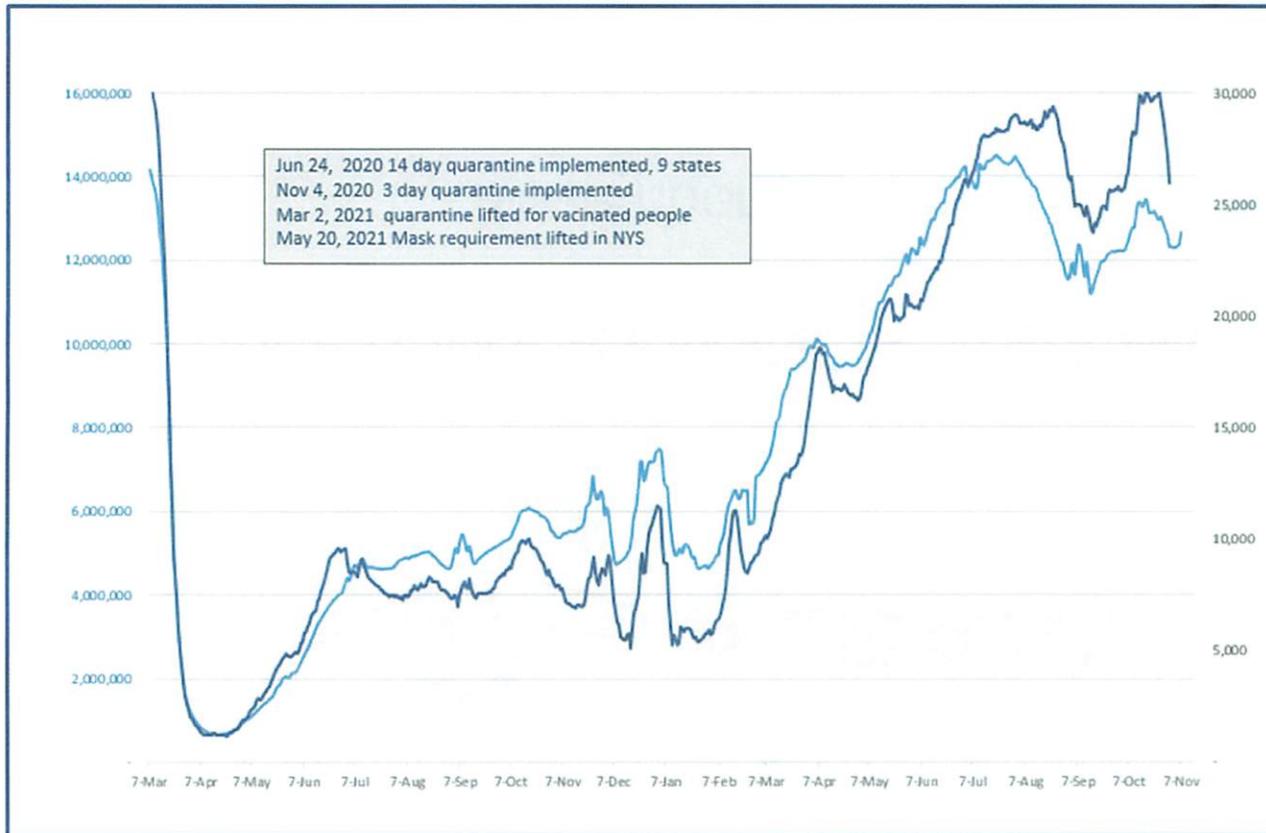
ALBANY
INTERNATIONAL AIRPORT

SEPTEMBER FINANCIAL REPORT

November 8, 2021

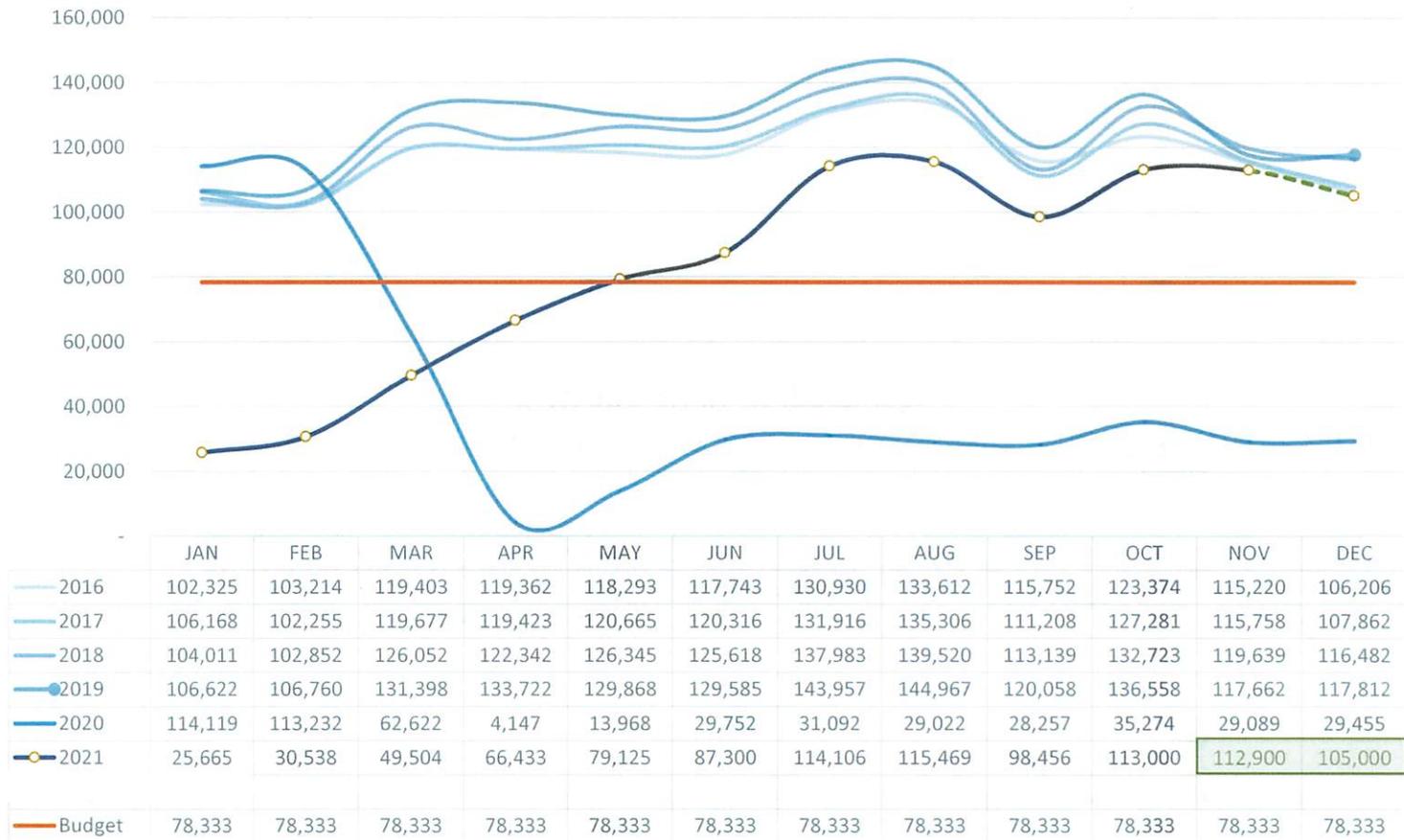


Running Seven (7) Day – Weekly - Throughput National vs ALB





Monthly Enplanements

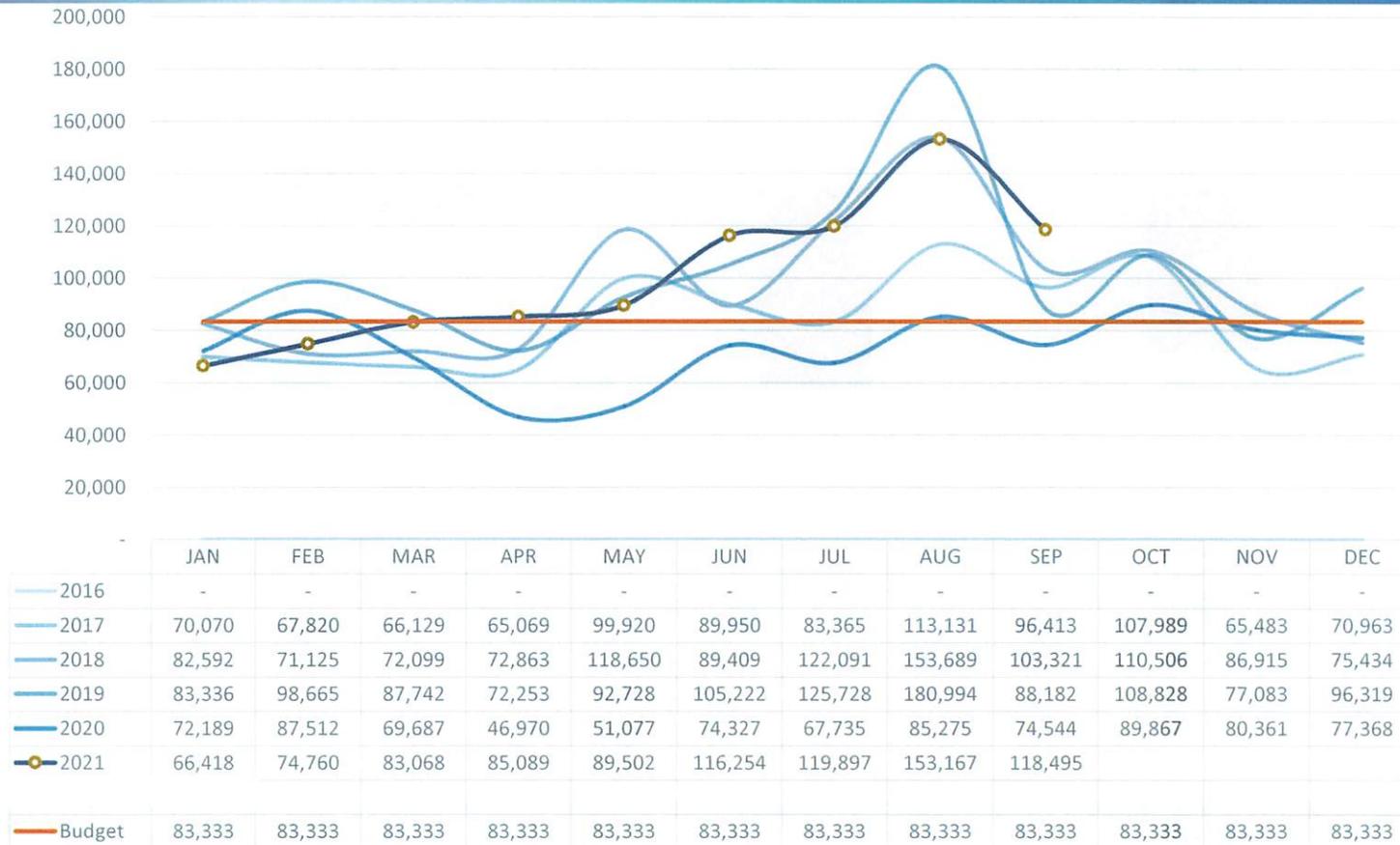


Monthly Cargo (tons)

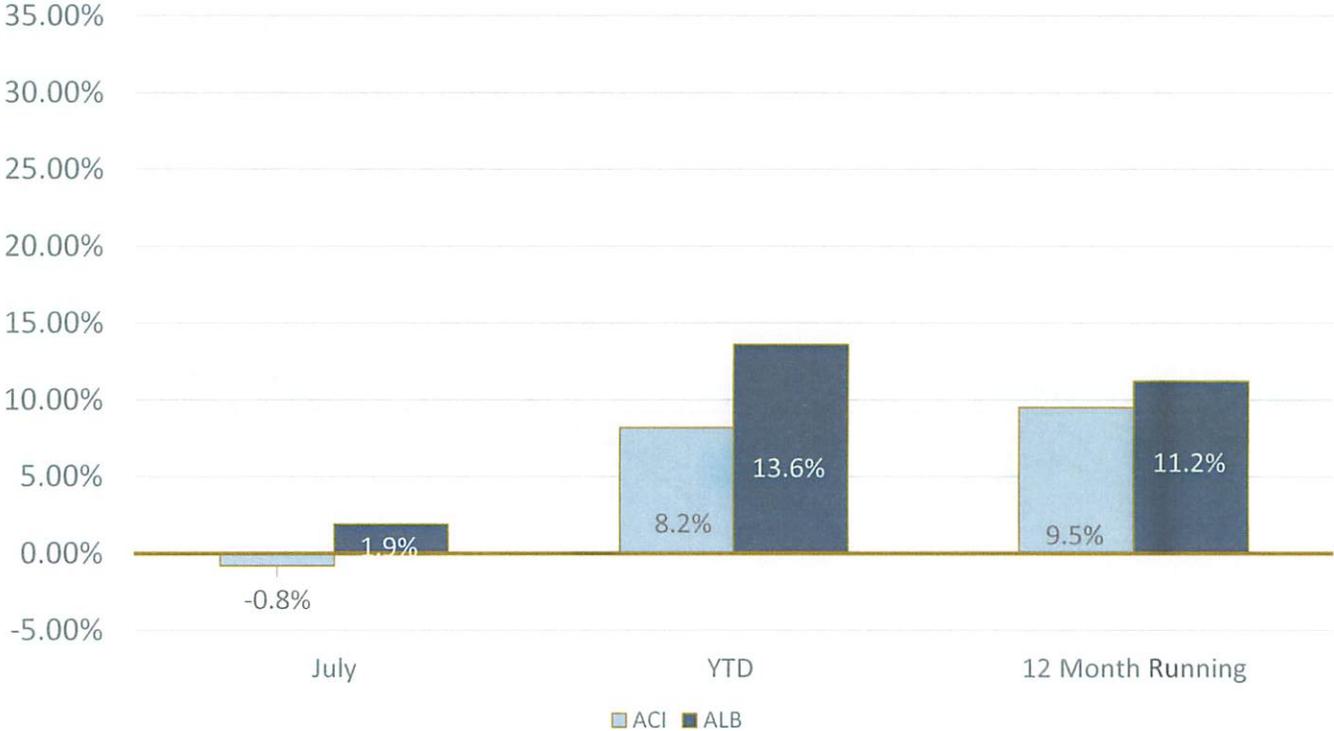


	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
2016	-	-	-	-	-	-	-	-	-	-	-	-
2017	-	-	-	-	-	-	-	-	-	-	-	-
2018	-	-	-	-	-	-	-	-	-	-	-	-
2019	1,474	1,037	1,534	1,530	1,737	1,705	1,639	1,784	1,581	1,818	1,701	2,470
2020	1,641	1,349	1,572	1,598	1,783	1,906	1,886	1,817	1,945	1,996	1,796	2,570
2021	1,833	1,504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

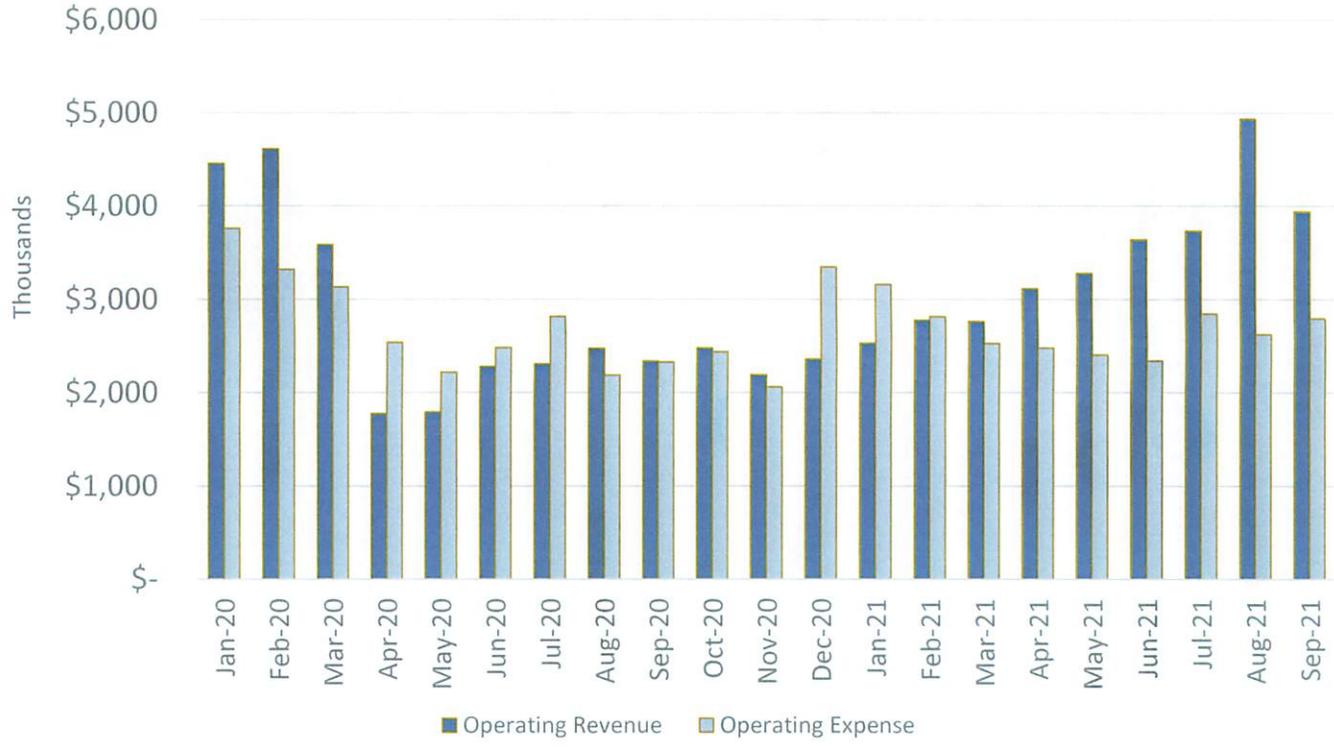
Monthly Jet A FBO only (gallons)



Freight Comparison Domestic North America vs. ALB

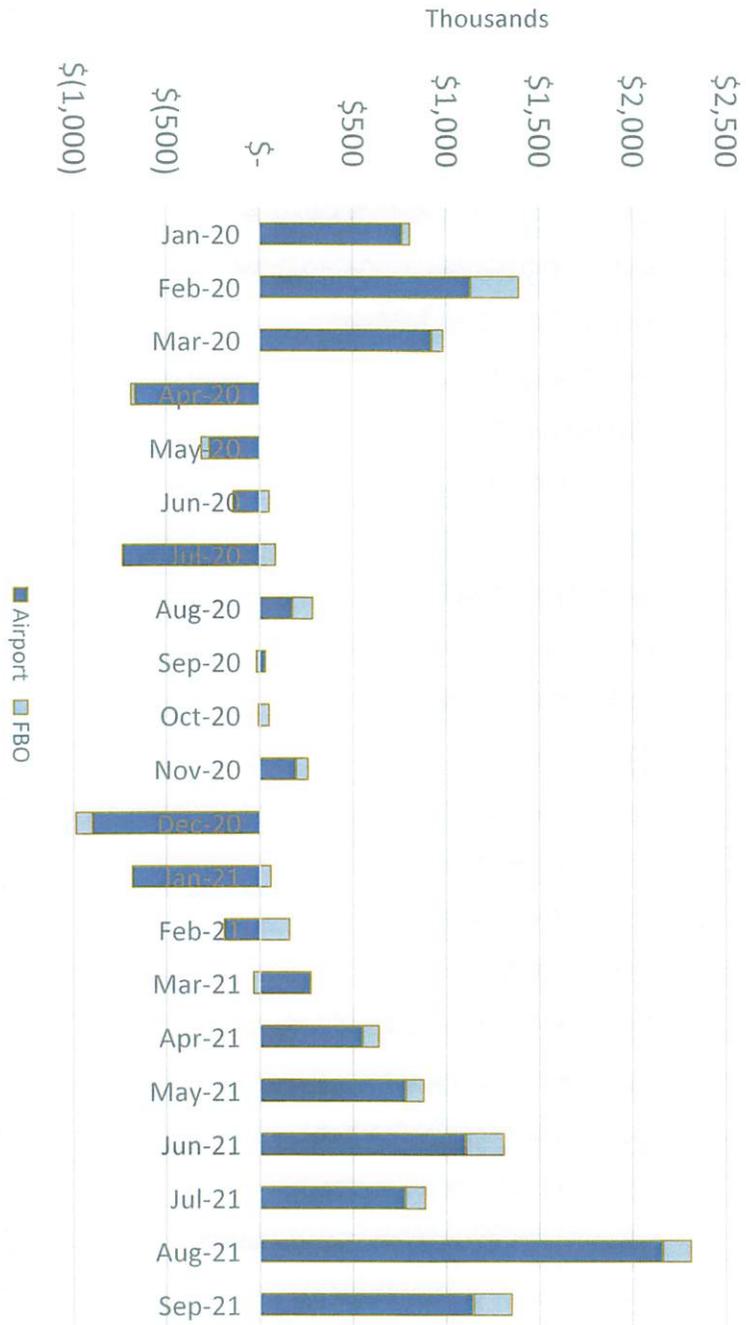


Operating Revenue vs Operating Expense (including FBO)

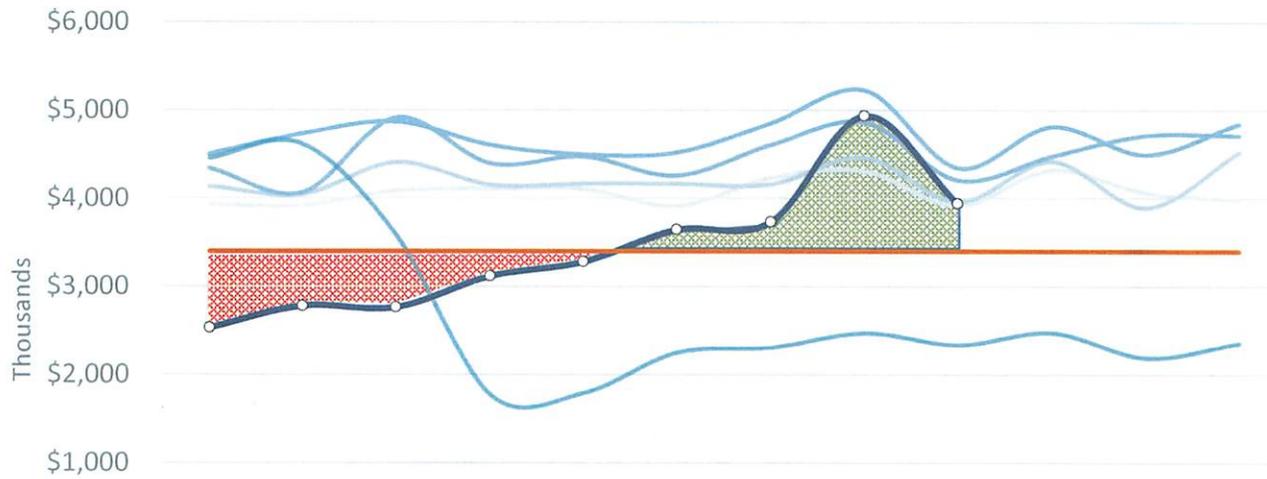




Operating Net Profit, Airport and FBO

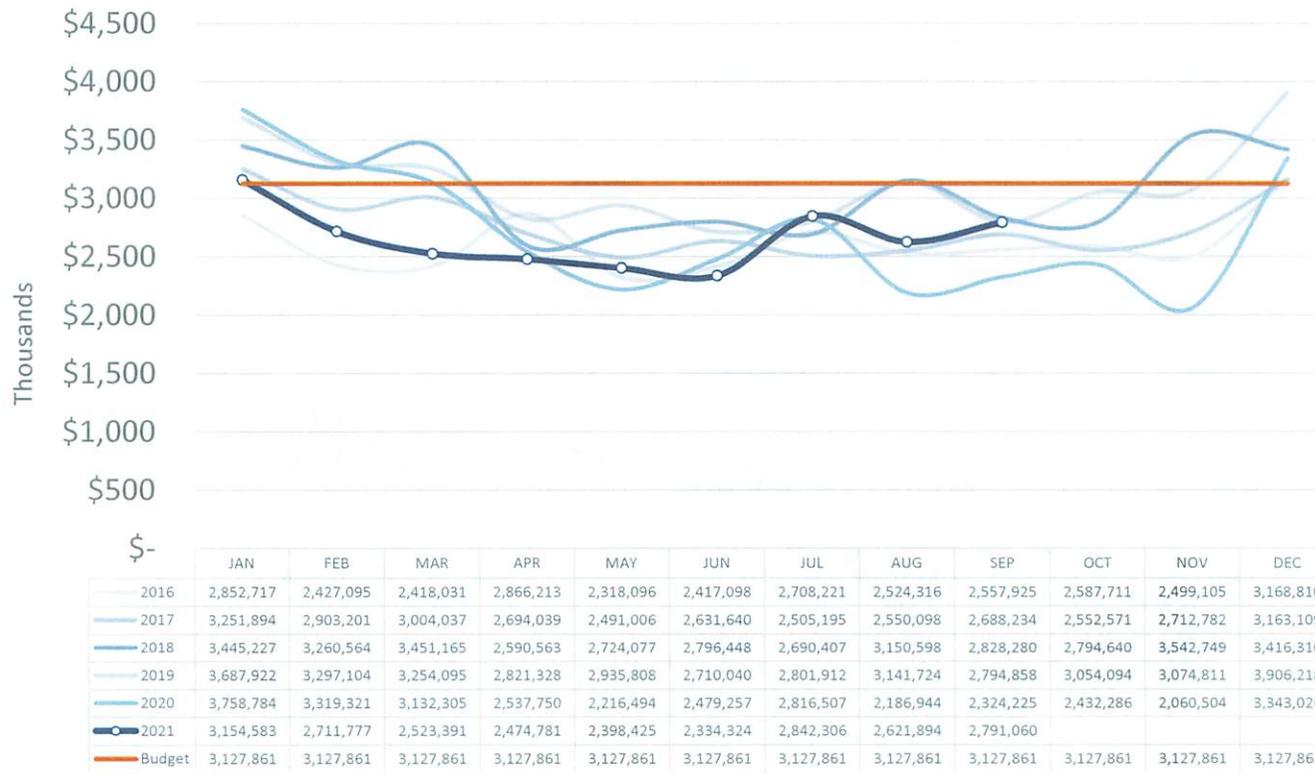


Operating Revenue (including FBO)



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

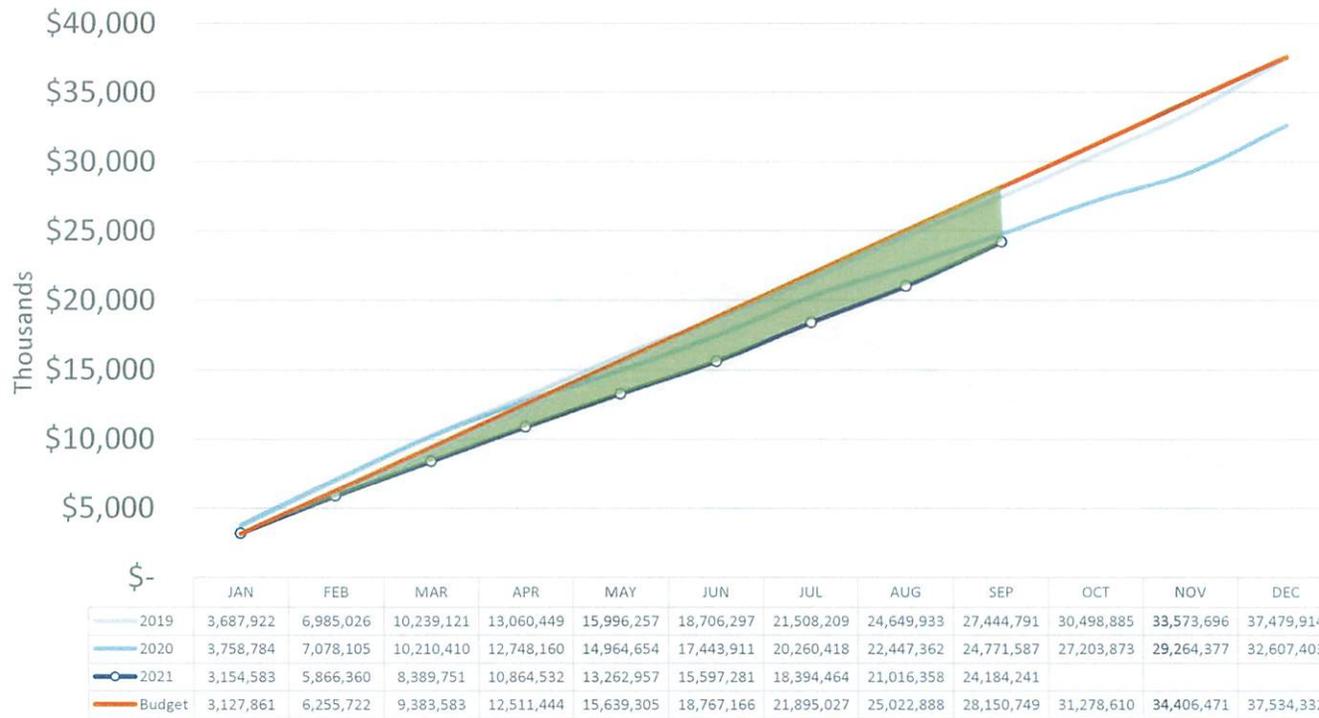
Operating Expense (including FBO)



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



YTD Operating Expense vs. YTD Budget (including FBO)



Cash and Cash Equivalents - Operating



	2020	2021
Unrestricted	\$20,447,018	\$ 22,808,209
Restricted – Capital	16,657,205	15,901,385
Restricted - Reserves & Debt Service	65,328,971	20,165,616
	<u>\$102,433,194</u>	<u>\$58,875,210</u>

Monthly Scheduled Passenger Airline Service



	Airlines	Non-Stop Destination Airports	Non-Stop Destination Cities	Non-Stop Scheduled Flights	Average Flights per Day	Monthly Seats Available	Monthly Landed Weight
Oct20	7	16	13	740	23.9	67,992	68,840K
Nov20	7	16	12	735	24.5	68,806	73,145K
Dec20	7	16	12	693	22.4	64,017	67,995K
Jan21	7	15	11	622	20.6	56,129	58,693K
Feb21	7	16	11	560	20.0	50,558	52,562K
Mar21	7	15	10	688	22.2	67,958	67,148K
Apr21	7	14	11	841	28.0	79,363	79,959K
May21	7	17	14	1,097	35.4	106,783	108,429K
Jun21	7	19	14	991	33.0	97,420	96,960K
Jul21	7	19	14	1,100	35.5	114,081	111,304K
Aug21	7	19	15	1,165	37.9	123,051	125,165K
Sep21	7	17	13	1,129	37.6	120,713	116,139K
Oct21	7	18	13	1,182	38.1	125,324	115,091K
Nov21	7	17	12	1,120	37.3	118,803	112,293K

Sep Destinations Added

→ - Orlando / Sanford SFB

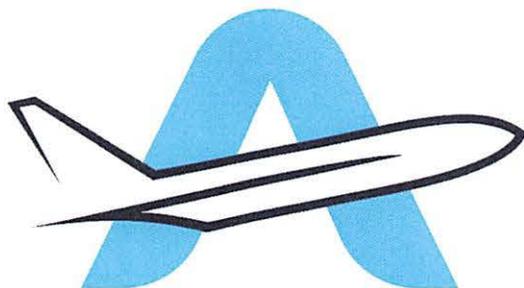
Sep Destinations Reduced

→ -

Thank You



02



ALBANY

INTERNATIONAL AIRPORT

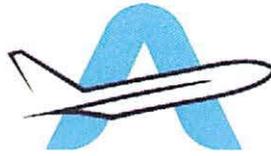
Monthly Financial Report

September 2021

(dated October 25, 2021)

Table of Contents

Transmittal Letter	1
Financial Report	
Statement of Net Position	4
Summary of Revenues, Expenses and Net Results	5
Schedule of Operating Revenues	6
FBO Summary of Revenues, Expenses and Net Results	7
YTD Budget vs. Actual High/Low Revenue	8
YTD Budget vs. Actual High/Low Expense by Category Report	9
Notes to Financial Statements	12
Schedule of Statistics	13
Schedule of Scheduled Passenger Airline Services	14



October 25, 2021

ACAA Members
Philip F. Calderone, Esq.

INTRODUCTION

The monthly highs and lows in brief are as follows:

- ↑ M-T-M enplanements trends better than previous years;
- ↑ Strong, >80%, Load Factor;
- ↑ Month Airport operating profit \$939,963;
- ↑ Month FBO operating profit: \$203,240;

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

	Current Year versus			
	2021 Budget	2021 Month	2021 YTD	2021 Prev. 12 Mo.
Enplanements	25.7%	248.4%	56.7%	(4.6%)
Cargo	14.7	(6.6)	9.3	8.5
Operations	27.7	24.4	6.5	(5.2)

	Month	
	Sep20	Sep21
Destination Airports	14	17
Scheduled Monthly Flight	642	1,129
Average Daily Flights	21.4	37.6
Pax Lift (Pax Seats)	63,168	120,713
Enplanements	28,257	98,456

Cash Position – Restricted

Restricted cash available for capital purposes is as follows:

Projects	\$ 5,182,119
Projects – PFC	9,366,906
Projects – Other	1,352,360
	<u>\$15,901,385</u>

Accounts Receivable

The Accounts Receivable balance is approximately 12.92 of average day total operating revenues.

Equity – YTD Earnings

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

	Month	YTD
Airport Operating	\$939,963	\$ 5,458,509
FBO Profit	<u>203,240</u>	<u>1,035,570</u>
	1,143,203	6,494,079
Other Rev/Exp (d.ser.)	(479,075)	(28,820)
Capital Contributions	433,596	4,803,073
Airline Incnt. Payts.	(_____)	(126,162)
	<u>(45,479)</u>	<u>4,648,091</u>
	\$1,097,724	\$11,142,170

FINANCIAL INFORMATION

Cash Position – Unrestricted (Operating)

The Airport continues to maintain a strong cash position. The Statements of Net Position provided on Page 4 reports unrestricted cash of \$22,808,209 and equates to approximately 8.32 months of operating reserves (Notes to Financial Statements #2, Page 8), this is a nominal change from the prior month.

FINANCIAL INFORMATION, continuedOperating Revenues

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

1. Airline Settlement - Landing, Terminal, Apron, Passenger Boarding Bridge; and,
2. Revenue Sharing (if any).

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

	Month	YTD
Airline Revenue	\$ 185,870	\$ 155,749
Non-Airline Revenue		
Parking Revenue	614,834	940,996
Rental Cars	349,507	1,704,654
Food & Beverage	63,295	185,787
Retail	45,832	256,128
Other	13,564	(20,450)
Non-Airline Revenue	<u>1,087,032</u>	<u>3,067,115</u>
	\$1,272,902	\$ 3,222,864

Airport Operating Expenses

Monthly operating expenses were approximately \$2,216K and \$1,896K for 2021 and 2020, respectively. YTD operating expenses were \$18,741.8K and \$20,128K for 2021 and 2020, respectively.

AIRPORT OPERATING BUDGET

Monthly operating revenues were favorable by approximately \$420,878K, again, due in large part to the increase rental car revenues, food & beverage and retail sales. Monthly operating expenses compared to budget were unfavorable by approximately \$136,684K as a result of a one-time payment for retroactive salary adjustments.

YTD operating revenues were unfavorable by approximately \$421K, due in large part to the decrease in parking revenue in the first three months of the year.

YTD operating expense were favorable by approximately \$3,496K.

Please see Budget vs. Actual High/Low by Category Report for further details.

MILLION AIR FBO OPERATIONS

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

	Current Year versus			
	2021 Budget	2020 Month	2020 YTD	2020 Prev. 12 Mo.
JetA (gals)	42.2%	59.0%	43.5%	26.3%
AvGas (gals)	(7.9)	(53.0)	(23.1)	(18.9)

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

The FBO had operating profits of \$203,240 and \$1,035,570, for the month and year-to-date, respectively.

PASSENGER AIRLINE SCHEDULES

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

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

PROJECTIONS

Annual 2021 enplanement projections at the following dates are as follows:

Jan 2021	740,000
Feb 2021	650,000
Mar 2021	650,000
Apr 2021	792,300
May 2021 (June 25)	860,000
Jun 2021 (Jul 22)	900,000
Jul 2021 (Aug 26)	940,000
Aug 2021 (Sep 24)	940,000
Sep 2021 (Oct 22)	998,000

Annual 2022 enplanement projections at the following dates are as follows:

Jan 2021	1,200,000
Feb 2021	1,200,000
Mar 2021	1,200,000
Apr 2021	1,200,000
May 2021	1,200,000
June 2021	1,200,000
July 2021	1,200,000
Aug 2021	1,200,000
Sep 2021	1,200,000

BOND RATINGS

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

COMPARISON WITH NATIONAL

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

Enplanements

	<u>Month YOY%</u>		<u>YTD YOY%</u>		<u>12YE YOY%</u>	
	<u>NAM</u>	<u>ALB</u>	<u>NAM</u>	<u>ALB</u>	<u>NAM</u>	<u>ALB</u>
Jun20	(78.1)	(77.0)	(53.7)	(54.2)	(24.8)	(25.3)
Jul20	(69.9)	(78.4)	(56.3)	(58.2)	(31.6)	(33.1)
Aug20	(66.7)	(80.0)	(57.7)	(61.2)	(37.8)	(41.0)
Sep20	(63.0)	(76.5)	(58.3)	(62.8)	(43.1)	(47.3)
Oct20	(60.7)	(74.2)	(58.6)	(64.0)	(48.6)	(54.1)
Nov20	(60.2)	(75.3)	(58.7)	(65.0)	(53.4)	(59.9)
Dec20	(61.4)	(75.0)	(58.9)	(65.8)	(58.9)	(65.8)
Jan21	(61.1)	(75.9)	(61.1)	(75.9)	(63.6)	(71.7)
Feb21	(61.2)	(73.0)	(61.2)	(75.3)	(68.3)	(77.2)
Mar21	7.4	(20.9)	(45.8)	(63.5)	(66.5)	(77.1)
Apr21	*	*	(20.6)	(41.5)	(58.0)	(70.2)
May21	*	*	5.2	(18.4)	(47.7)	(62.0)
Jun21	*	*	27.6	0.6	(36.0)	(53.3)
Jul21				23.1		(39.9)

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

Cargo

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

* adjusted

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

	Unaudited September 30, 2020	Unaudited September 30, 2021
<u>ASSETS</u>		
CURRENT ASSETS		
Unrestricted Assets		
Cash and cash equivalents	\$ 20,447,018	\$ 22,808,209
Accounts receivable - net	565,543	1,618,917
Prepaid Expenses	477,615	458,241
Total Unrestricted Assets	21,490,176	24,885,367
Restricted Assets		
Operating and Renewal Reserves	7,102,116	7,107,057
CFC Funds	448,586	449,503
Capital Funds	2,860,185	5,182,119
PFC Funds	12,447,416	9,366,906
Revenue Bond Funds	13,400,864	13,058,559
Revenue Bonds in Escrow	44,825,991	--
FAA Restricted Funds	203,404	203,819
Concession Improvement Funds	697,614	699,038
Total Restricted Assets	81,986,176	36,067,001
Total Current Assets	103,476,352	60,952,368
NON-CURRENT ASSETS		
Bond Insurance Premiums	210,220	--
Capital Assets	299,081,626	288,246,106
Prepaid Expenses	225,103	225,103
Total Non-Current Assets	299,516,949	288,471,209
Total Assets	402,993,301	349,423,577
<u>DEFERRED OUTFLOWS OF RESOURCES</u>		
Refunding	2,145,790	1,802,374
OPEB Expenses	621,658	504,922
Pension Expenses	541,970	1,046,330
Total Deferred Outflows of Resources	3,309,418	3,353,626
TOTAL ASSETS AND DEFERRED OUTFLOWS	406,302,719	352,777,203
<u>LIABILITIES AND NET ASSETS</u>		
CURRENT LIABILITIES		
Payable from Unrestricted Assets	2,439,331	2,027,282
Payable from Restricted Assets	16,690,836	12,816,460
Total Current Liabilities	19,130,167	14,843,742
NON-CURRENT LIABILITIES		
Bonds and other debt obligations	128,767,110	77,033,440
Net OPEB liability	7,782,670	5,901,243
Net pension liability - proportionate share	512,346	1,289,052
Total Non-Current Liabilities	137,062,126	84,223,735
Total Liabilities	156,192,293	99,067,477
<u>DEFERRED INFLOWS OF RESOURCES</u>		
Concession Improvement Funds	634,246	687,920
OPEB expenses	48,217	1,552,848
Pension expenses	119,207	44,658
Total Deferred Inflows of Resources	801,670	2,285,426
<u>NET POSITION</u>		
Invested in Capital Assets, net of Related Debt	161,126,478	208,015,430
Restricted	76,141,775	27,551,112
Unrestricted	12,040,503	15,857,758
Net Position	249,308,756	251,424,300
TOTAL LIABILITIES, DEFERRED INFLOWS AND NET POSITION	\$ 406,302,719	\$ 352,777,203

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

	Current Month			Year to Date		
	2021 Budget	2020 Actual	2021 Actual	2021 Budget	2020 Actual	2021 Actual
<u>AIRPORT</u>						
OPERATING REVENUES						
Airline	\$ 1,023,709	\$ 868,642	\$ 1,054,512	\$ 9,213,378	\$ 8,617,655	\$ 8,773,404
Non-Airline	1,711,938	1,014,981	2,102,013	15,407,441	12,359,595	15,426,710
Total Revenues	2,735,647	1,883,623	3,156,525	24,620,819	20,977,250	24,200,114
OPERATING EXPENSES						
Personal Services	809,192	671,084	903,148	7,282,732	6,639,193	6,620,976
Employee Benefits	435,396	394,146	410,811	3,918,568	3,703,391	3,538,804
Utilities & Communications	161,782	117,028	136,638	1,534,039	1,330,059	1,366,535
Purchased Services	363,096	110,722	344,271	3,814,951	3,994,027	3,520,771
Material & Supplies	328,065	459,534	307,611	3,348,111	3,464,742	2,423,848
Office	59,866	82,979	33,528	538,795	534,793	372,073
Administration	59,641	18,498	53,709	574,771	354,690	494,927
Non-Capital Equipment	136,208	42,079	26,846	1,225,875	107,903	403,671
Total Expenses	2,353,246	1,896,070	2,216,562	22,237,842	20,128,798	18,741,605
AIRPORT OPERATING RESULTS	382,401	(12,447)	939,963	2,382,977	848,452	5,458,509
FBO OPERATING RESULTS	46,770	(18,196)	203,240	462,763	523,129	1,035,570
TOTAL OPERATING RESULTS	429,171	(30,643)	1,143,203	2,845,740	1,371,581	6,494,079
OTHER REVENUES (EXPENSES)						
Interest Earnings	58,408	10,901	3,888	525,669	278,711	54,056
Passenger Facility Charges	303,214	345,076	303,214	2,728,926	3,105,684	2,728,926
ACAA Debt Service	(844,234)	(1,086,794)	(844,234)	(7,598,106)	(9,948,160)	(7,598,106)
Line of Credit Interest	-	(2,939)	-	-	(52,852)	-
Insurance Recoveries	-	-	15,957	-	-	53,128
Customer Facility Charges Income	-	-	-	-	50	-
Grant Income	428,067	3,363,390	11,400	3,852,600	6,813,927	4,456,876
Improvement Charges	30,700	30,700	30,700	276,300	276,300	276,300
Total Other Revenues(Expenses)	(23,845)	2,660,334	(479,075)	(214,611)	473,660	(28,820)
INCOME/(LOSS) BEFORE CAPITAL CONTRIBUTIONS	405,326	2,629,691	664,128	2,631,129	1,845,241	6,465,259
AIRLINE INCENTIVES	(33,333)	(70,880)	-	(300,000)	(476,355)	(126,162)
CAPITAL CONTRIBUTIONS		97,565	433,596		7,350,129	4,803,073
INCREASE IN NET POSITION		\$ 2,656,376	\$ 1,097,724		8,719,015	11,142,170
NET POSITION, BEGINNING OF PERIOD					240,589,741	240,282,130
NET POSITION, END OF PERIOD					\$ 249,308,756	\$ 251,424,300
RECONCIATION TO AIRLINE FUNDS REMAINING:						
NET RESULTS BEFORE RESERVES	405,326	2,629,691	664,128	2,631,129	1,845,241	6,465,259
Less: Capital Improvements	(275,000)	(275,956)	(275,000)	(2,475,000)	(2,483,604)	(2,475,000)
Less: Reserve Requirements	23,409	(10,473)	23,409	210,678	(94,257)	210,678
NET RESULTS	153,735	2,343,262	412,537	366,807	(732,620)	4,200,937
Revenue Sharing:						
Transfer to/from Airlines (50%)	76,867	1,171,631	206,268	183,404	(366,310)	2,100,469
Authority Share (50%)	76,867	1,171,631	206,268	183,404	(366,310)	2,100,469
Less: Airline Incentives	(33,333)	(70,880)	-	(300,000)	(476,355)	(126,162)
Net Authority Share	\$ 43,534	\$ 1,100,751	\$ 206,268	\$ (116,597)	\$ (842,665)	\$ 1,974,307

Albany County Airport Authority
Operating Revenues
For the nine months ended September 30, 2021

	Current Month			Year to Date		
	2021 Budget	2020 Actual	2021 Actual	2021 Budget	2020 Actual	2021 Actual
AIRLINE REVENUES						
COMMERCIAL						
Landing Fees-Signatory	\$ 367,755	\$ 180,569	\$ 443,461	\$ 3,309,793	\$ 2,242,205	\$ 3,047,531
Landing Fees-Non Signatory	18,990	0	0	170,913	0	14,090
Airline Apron Fees	63,186	62,632	66,296	568,672	583,041	596,667
Glycol Disposal Fee	30,025	0	0	270,228	169,096	161,246
CARGO						
Landing Fees-Signatory	53,171	41,713	52,220	478,543	369,762	503,992
Landing Fees-Non Signatory	5,179	0	3,742	46,612	0	35,513
TERMINAL						
Loading Bridges	44,841	59,592	44,841	403,567	536,329	403,568
Space Rental	440,561	524,136	443,951	3,965,049	4,717,221	4,006,479
Non-Signatory Per Turn Fee	0	0	0	0	0	4,319
TOTAL AIRLINE REVENUES	1,023,709	868,642	1,054,512	9,213,378	8,617,655	8,773,404
NON-AIRLINE REVENUES						
AIRFIELD						
Tenant Maintenance	2,500	4,313	13,068	22,500	25,110	42,031
Total Airfield	2,500	4,313	13,068	22,500	25,110	42,031
TERMINAL						
Utility Reimbursement	2,000	2,976	3,085	18,000	18,895	18,608
Tenant Maintenance	1,713	0	0	15,419	25,568	0
Space Rent - Non Airline	61,407	60,955	72,856	552,659	549,199	611,984
Food & Beverage	37,600	17,336	80,631	338,400	348,734	534,521
Retail	33,683	21,134	66,966	303,150	297,685	553,813
Advertising	12,500	25,000	10,404	112,500	195,299	136,249
Payphones	0	0	0	0	194	0
ATM	2,515	2,603	1,695	22,635	23,807	20,140
Operating Permits	21,150	10,677	15,756	190,350	144,121	179,680
Vending Machines	1,746	784	1,649	15,715	14,170	13,559
Baggage Cart Rentals	735	400	1,422	6,617	5,226	8,572
Total Terminal	175,049	141,865	254,462	1,575,445	1,622,898	2,077,125
GROUND TRANSPORTATION						
Parking	851,246	205,580	820,414	7,661,214	4,810,936	5,751,932
Rental Cars	249,883	204,791	554,298	2,248,950	1,954,801	3,659,455
Access Fees	16,597	22,334	9,607	149,372	104,913	86,180
TNCs	14,583	6,377	18,030	131,250	108,404	108,996
Garage Space Rent	8,376	8,123	8,190	75,386	71,094	74,080
Total Ground Transportation	1,140,686	447,206	1,410,539	10,266,172	7,050,148	9,680,644
OTHER AIRPORT						
Telephone System - Tenants	4,334	4,849	4,423	39,006	47,403	31,518
Building Rental	9,377	7,338	11,357	84,392	92,551	70,565
Control Tower Rental	55,481	55,481	55,481	499,332	499,332	499,332
Air Cargo Facility	36,110	41,656	41,478	324,987	380,251	325,895
State Executive Hangar	103,924	103,924	103,924	935,312	935,312	935,312
T Hangars	10,102	9,754	10,451	90,922	98,006	95,399
Tie Downs	241	241	245	2,168	2,168	2,201
AV Gas Fuel Sales	4,213	7,304	6,698	37,917	34,409	43,859
Industrial Park	49,602	47,998	48,953	446,420	430,103	437,125
Land Rental	27,528	27,380	38,347	247,752	243,005	269,337
Eclipse Hangar	28,911	24,648	25,141	260,195	250,965	226,271
Hangar Rental	38,037	47,494	26,912	342,330	396,286	413,416
Internet and Cable Access	552	385	385	4,965	5,220	4,965
Fingerprinting	2,000	1,362	2,947	18,000	16,234	23,690
Tenant Maintenance	83	0	0	750	0	0
Purchasing Proposals	83	95	40	750	170	40
Ebay/Scrap/Equipment Sales	417	1,290	4,069	3,750	4,987	14,198
Utility Reimbursement	13,000	12,317	19,979	117,000	118,263	132,636
Reimb of Property Taxes	3,042	21,445	11,904	27,375	39,574	25,920
Other	6,667	6,637	11,211	60,000	67,203	75,229
Total Other Airport	393,703	421,598	423,944	3,543,324	3,661,439	3,626,909
TOTAL NON AIRLINE REVENUES	1,711,938	1,014,981	2,102,013	15,407,441	12,359,595	15,426,710
TOTAL REVENUES	\$ 2,735,647	\$ 1,883,623	\$ 3,156,525	\$ 24,620,819	\$ 20,977,250	\$ 24,200,114

September 2021 Monthly Financial Report

Albany County Airport Authority
FBO Results
For the nine months ended September 30, 2021

	Current Month			Year to Date		
	2021 Budget	2020 Actual	2021 Actual	2021 Budget	2020 Actual	2021 Actual
OPERATING REVENUES						
Retail Fuel						
Jet A Fuel Sales	\$ 413,333	\$ 288,913	\$ 574,134	\$ 3,720,000	\$ 2,524,499	\$ 4,215,396
AvGas Fuel Sales	24,983	43,011	25,022	224,846	208,477	199,306
Commercial AvGas Fuel Sales	0	1,299	1,410	0	14,897	16,675
Auto & Diesel Fuel Sales	25,625	8,220	12,816	230,625	139,588	146,728
Retail Fuel Sales	463,941	341,444	613,381	4,175,471	2,887,461	4,578,106
Into Plane Fees	37,260	26,305	43,235	335,344	299,185	326,085
Fuel Farm Fees	32,170	20,072	41,117	289,527	271,561	303,476
General Aviation Landing Fees	13,458	16,855	25,735	121,118	130,477	190,404
Aircraft Parking Fees	12,336	14,051	17,496	111,026	108,192	140,432
Deicing Services	0	0	0	844,727	667,922	606,025
FBO Properties	27,481	29,201	26,854	247,325	300,858	265,695
FBO Services	5,629	4,110	9,920	50,658	43,154	67,984
TOTAL REVENUES	592,274	452,038	777,738	6,175,196	4,708,809	6,478,206
COST OF SALES						
Fuel Costs - Jet A	225,833	118,818	304,203	2,032,500	1,102,557	2,165,108
Fuel Discounts - Jet A	22,112	21,688	34,070	199,010	199,116	287,507
Fuel Costs - AvGas	27,510	30,082	19,162	247,590	151,282	134,092
Fuel Discounts - AvGas	370	706	430	3,326	4,610	3,768
Fuel Costs - Commercial AvGas	0	1,202	1,244	0	8,841	13,717
Fuel Costs - Auto & Diesel	13,861	6,262	9,587	124,750	101,564	117,441
Total Fuel Costs	289,686	178,758	368,696	2,607,176	1,567,970	2,721,633
Deicing Costs - Type I & IV	0	0	0	617,044	363,191	323,528
Catering, Oil & Other	375	0	0	3,375	1,473	1,081
Total Cost of Sales	290,061	178,758	368,696	3,227,595	1,932,634	3,046,243
Net Operating	302,213	273,280	409,042	2,947,601	2,776,175	3,431,963
OPERATING EXPENSES						
Personal Services						
Salaries	109,762	94,536	84,868	987,859	932,535	893,846
Overtime	16,288	10,340	14,295	146,591	78,634	126,421
Total Personal Services	126,050	104,876	99,163	1,134,450	1,011,169	1,020,266
Employee Benefits	40,761	37,406	35,602	366,846	402,958	388,239
Utilities & Communications	6,573	5,532	6,564	59,154	56,679	62,928
Purchased Services	31,530	80,005	30,788	469,616	442,112	547,325
Materials & Supplies						
Buildings	6,342	32,061	3,626	57,080	63,804	40,383
Grounds	3,167	1,530	0	28,500	14,074	7,657
Vehicles	27,138	20,632	17,615	244,238	158,031	194,949
Total Materials & Supplies	36,646	54,223	21,241	329,817	235,909	242,989
Administrative Expenses	13,884	9,435	12,443	124,954	104,220	134,645
Non-Capital Equipment	0	0	0	0	0	0
TOTAL EXPENSES	255,443	291,476	205,802	2,484,837	2,253,046	2,396,393
FBO Net Operating Results	\$ 46,770	\$ (18,196)	\$ 203,240	\$ 462,763	\$ 523,129	\$ 1,035,570

Notes to Financial Statements

1. Accounting Basis

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

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

2. Cash Reserves

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

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

Months Operating Reserves Unrestricted
\$22,808,209/\$3,668,880 ~ 6.22 months

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

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

	Unrest.	Restr	Total
Apr 20			7.10
May 20			6.90
Jun 20			7.70
Jul 20			7.25
Aug20	4.85	2.0	6.85
Sep20	5.37	2.0	7.37
Oct20	5.31	2.0	7.31
Nov20	5.14	2.0	7.14
Dec20	5.63	2.0	7.63
Jan21	5.30	2.0	7.30
Feb21	5.22	2.0	7.22
Mar21	5.26	2.0	7.26
Apr21	4.63	2.1	6.73
May21	5.23	2.1	7.33
Jun21	5.50	2.1	7.71
Jul21	5.98	2.1	8.08
Aug21			
Sep21	6.22	2.1	8.32

3. Accounts Receivable

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

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

\$1,618,917 / \$125,336 = 14.74

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

4. Capital Assets

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

	Collected
Land	\$ 48,201,829
Buildings	247,884,827
Equipment	18,740,620
Improvements	268,513,971
	<u>583,341,247</u>
Accumulated Depreciation	<u>(302,821,541)</u>
	280,519,706
Construction In Progress	7,726,399
	<u>\$288,246,105</u>

5. COVID Relief Funding

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

	Awarded	Collected
AIP143	\$15,277,876	\$15,277,876
AIP144	5,093,917	-
AIP145	320,510	-
AIP146-ARPA	13,395,263	-
Jobs Act of 21	<u>28,551,945</u>	-
	<u>\$62,633,508</u>	<u>\$15,277,876</u>

6. Personal Services

Retro active salary adjustments were paid in September which made the amount higher than normal.

Albany County Airport Authority
Airport Operating Revenue (does not include FBO)
YTD Budget vs. Actual High/Low by Category Report
For the 9 month period ending September 30/31, 2021

			Budget	Actual	Variance	Cumulative Variance
Revenues						
31	03013	Economy Parking	(1,459,436)	(1,346)	(1,458,090)	(1,458,090)
31	03011	Long Term Parking	(5,661,485)	(5,213,815)	(447,670)	(1,905,761)
31	01010	Landing Fees - Commercial/Signatc	(3,788,336)	(3,551,523)	(236,813)	(2,142,573)
31	01011	Landing Fees - Cargo/Non-Signator	(217,524)	(49,602)	(167,922)	(2,310,495)
31	01035	Glycol Disposal Fee	(270,228)	(161,246)	(108,982)	(2,419,477)
31	03024	Off-Airport Parking Facilities	(115,917)	(55,408)	(60,508)	(2,479,986)
31	01075	Eclipse Hangar Rental	(260,195)	(226,271)	(33,923)	(2,513,909)
31	03027	TNCs	(131,250)	(108,996)	(22,254)	(2,536,162)
31	01060	Building Rental	(84,392)	(70,565)	(13,827)	(2,549,989)
31	02062	Operating Permits	(190,350)	(179,680)	(10,670)	(2,560,659)
31	03300	Industrial Park	(446,420)	(437,125)	(9,296)	(2,569,955)
31	02100	Telephone - Monthly Service	(34,506)	(30,433)	(4,073)	(2,574,029)
31	02105	Telephone - Monthly Usage	(4,500)	(1,085)	(3,415)	(2,577,443)
31	03020	Contract Taxi	(9,993)	(7,173)	(2,820)	(2,580,263)
31	02064	ATM Income	(22,635)	(20,140)	(2,496)	(2,582,759)
31	03010	Short Term Parking	(509,715)	(507,520)	(2,195)	(2,584,954)
31	02056	Vending Machine Concession	(15,715)	(13,559)	(2,156)	(2,587,110)
31	03014	Employee Parking	(30,578)	(28,595)	(1,983)	(2,589,092)
31	03410	Reimbursement of Property Taxes	(27,375)	(25,920)	(1,455)	(2,590,547)
31	03021	Limousines	(5,425)	(4,099)	(1,326)	(2,591,873)
31	03040	Garage Space Rent	(75,386)	(74,080)	(1,305)	(2,593,178)
31	09007	Purchasing Proposals	(750)	(40)	(710)	(2,593,888)
31	01055	Control Tower Rental	(499,332)	(499,332)	0	(2,593,888)
31	02063	Internet & Cable Access	(4,965)	(4,965)	0	(2,593,888)
31	01071	Hangar Maintenance NYS Executiv	(93,000)	(93,000)	0	(2,593,888)
31	02115	Payphones - Concessions	0	0	0	(2,593,888)
31	03023	Off-Airport Rental Cars	0	0	0	(2,593,888)
31	02012	Baggage Claim Room	(984,211)	(984,211)	0	(2,593,888)
31	02011	Rental of Boarding Bridges	(403,567)	(403,568)	0	(2,593,888)
31	03200	Tie Downs	(2,168)	(2,201)	33	(2,593,855)
31	02025	Utility Reimbursement	(18,000)	(18,608)	608	(2,593,248)
31	01065	NE Quad Cargo Facility	(324,987)	(325,895)	908	(2,592,339)
31	03022	Hotels	(18,038)	(19,500)	1,462	(2,590,877)
31	02057	Baggage Cart Concession	(6,617)	(8,572)	1,955	(2,588,922)
31	03500	Tenant Maintenance	(38,669)	(42,031)	3,362	(2,585,560)
31	03100	T-Hangar Rentals	(90,922)	(95,399)	4,477	(2,581,083)
31	09001	Fingerprinting	(18,000)	(23,690)	5,690	(2,575,393)
31	03280	Fuel Sales - AV Gas	(37,917)	(43,859)	5,942	(2,569,451)
31	09008	Ebay/Scrap/Equipment Sales	(3,750)	(14,198)	10,448	(2,559,002)
31	09005	Miscellaneous Income	(60,000)	(75,229)	15,229	(2,543,773)
31	03405	Utility Reimbursements	(117,000)	(132,636)	15,636	(2,528,137)
31	01050	Land Rental	(247,752)	(269,337)	21,585	(2,506,552)
31	02054	Advertising	(112,500)	(136,249)	23,749	(2,482,803)
31	01021	Apron Parking Fees - Commercial	(568,672)	(596,667)	27,994	(2,454,809)
31	02010	Airline Space Rental	(2,980,838)	(3,022,268)	41,429	(2,413,380)
31	02020	Non-Airline Space Rental	(552,659)	(611,984)	59,325	(2,354,055)
31	01070	Hangar Rental - Airline	(1,184,642)	(1,255,728)	71,086	(2,282,969)
31	02052	Food & Beverage Concession	(338,400)	(534,521)	196,121	(2,086,848)
31	02053	Retail Concession	(303,150)	(553,813)	250,663	(1,836,185)
31	02051	Rental Car Concession	(2,248,950)	(3,659,455)	1,410,505	(425,680)
			<u>(24,620,819)</u>	<u>(24,195,139)</u>	<u>(425,680)</u>	
			\$ (24,620,819)	\$ (24,195,139)	\$ (425,680)	

Albany County Airport Authority
Airport Operating Expenses (does not include FBO)
YTD Budget vs. Actual High/Low by Category Report
For the 9 month period ending September 30/31, 2021

			Budget	Actual	Variance	Cumulative Variance
Salaries Expense						
34	12020	Overtime 2.0	21,138	16,000	5,138	5,138
34	13000	Temporary Help	7,500		7,500	12,638
34	11005	Part Time/Seasonal Salaries	154,240	90,796	63,444	76,082
34	12010	Overtime 1.5	482,112	416,543	65,569	141,651
34	11000	Salaries	6,617,742	6,097,638	520,105	661,756
			<u>7,282,732</u>	<u>6,620,976</u>	<u>661,756</u>	
Other Employee Expenses						
35	29000	NYS Retirement	175,925	192,808	(16,883)	(16,883)
35	25000	Uniforms & Laundry	32,775	37,166	(4,391)	(21,273)
35	24010	Employee EAP Program	727	1,419	(692)	(21,965)
35	23000	Health Insurance - AFLAC	4,874	5,096	(222)	(22,187)
35	22300	Health Insurance - Vision	4,712	4,803	(92)	(22,279)
35	22105	Other Post Employment Benefits (C	300,000	300,000	0	(22,279)
35	22200	Dental Insurance	32,337	32,079	258	(22,020)
35	24015	Smoking Cessation Class	900		900	(21,120)
35	24000	Medical Exams/Abstracts	16,200	9,680	6,520	(14,601)
35	25005	Uniform Purchases	24,237	15,362	8,875	(5,726)
35	29001	TBI Retirement	142,691	122,148	20,543	14,817
35	26010	Disability Insurance	100,788	79,875	20,913	35,730
35	26020	Unemployment Insurance	67,748	44,164	23,584	59,314
35	21000	Social Security	519,454	489,835	29,619	88,933
35	26030	Workers Compensation	381,414	267,296	114,118	203,051
35	22000	Health Insurance	2,113,787	1,937,074	176,712	379,764
			<u>3,918,568</u>	<u>3,538,804</u>	<u>379,764</u>	
Utilities						
36	34000	Sewer	88,125	117,458	(29,333)	(29,333)
36	36015	Telephones-Monthly Service	11,126	11,660	(534)	(29,867)
36	36018	Payphones - Monthly Usage	113	1	112	(29,755)
36	36010	Telephone Charges-Local	13,016	12,855	162	(29,594)
36	36012	Telephone - Sheriff	3,075	2,331	744	(28,850)
36	36060	Cable Television	4,309	2,282	2,027	(26,823)
36	36016	Telephones-Monthly Usage	2,250	19	2,231	(24,592)
36	36032	Internet Access	34,209	31,154	3,055	(21,537)
36	36011	Telephone Charges-Long Distance	11,917	2,725	9,193	(12,344)
36	36017	Payphones Annual & Monthly Servi	9,221	17	9,204	(3,140)
36	36030	Telephone-Cellular	48,600	36,326	12,274	9,133
36	33000	Natural Gas	188,600	175,149	13,450	22,584
36	36020	Telephone Repairs	41,653	16,303	25,350	47,934
36	35000	Water	97,163	56,110	41,052	88,986
36	31000	Electric	980,663	899,929	80,734	169,720
			<u>1,534,039</u>	<u>1,364,319</u>	<u>169,720</u>	
Purchased Services						
37	44000	Public Safety	1,193,901	1,308,866	(114,965)	(114,965)
37	47000	Special Studies	48,750	96,013	(47,263)	(162,228)
37	42093	Agency Fee	30,000	65,000	(35,000)	(197,228)
37	46010	Public Relations	76,875	105,596	(28,721)	(225,949)
37	49010	Architectural Services	0	26,140	(26,140)	(252,089)
37	42080	Cyber Liability Insurance	11,420	14,616	(3,196)	(255,285)
37	46020	Passenger Info Booth	113,346	115,617	(2,271)	(257,556)
37	42090	Fiduciary Liability	18,102	18,881	(779)	(258,335)
37	41020	Rates & Charges	0	0	0	(258,335)
37	44020	Parking Valet Service	0	0	0	(258,335)
37	46013	Museum Shop	0	0	0	(258,335)
37	49040	Professional Management	318,750	318,750	0	(258,335)
37	42065	Crime Insurance	7,595	6,868	727	(257,608)
37	42041	Environmental Liability	40,652	35,350	5,302	(252,306)
37	44010	Armored Car Service	6,750	445	6,305	(246,001)
37	49015	Consultant	36,000	29,528	6,473	(239,529)
37	41010	Financial Services	75,000	65,564	9,436	(230,092)
37	42095	Insurance Claims	11,625	1,549	10,076	(220,017)
37	49020	Engineering Services	22,500	12,000	10,500	(209,517)
37	45000	Janitorial Services	394,891	383,657	11,234	(198,283)
37	49070	Other Professional Services	93,750	82,500	11,250	(187,033)
37	42070	Public Official Liability	45,557	33,726	11,831	(175,202)
37	47010	GIS Services	18,000	4,994	13,006	(162,196)
37	49005	Appraisal	18,750	2,500	16,250	(145,946)

Albany County Airport Authority
Airport Operating Expenses (does not include FBO)
YTD Budget vs. Actual High/Low by Category Report
For the 9 month period ending September 30/31, 2021

		Budget	Actual	Variance	Cumulative Variance	
37	45010	Refuse Removal Services	55,728	37,683	18,045	(127,901)
37	44030	Employee Shuttle Service	18,750		18,750	(109,151)
37	42020	Automotive Insurance	96,109	73,405	22,704	(86,447)
37	46012	Artistic Exhibits	68,045	43,138	24,907	(61,539)
37	49060	Code Enforcement	87,150	61,137	26,013	(35,526)
37	42060	Property Insurance	296,497	266,800	29,697	(5,829)
37	43000	Legal Services	37,500		37,500	31,671
37	42010	Airport Liability Insurance	297,121	228,183	68,938	100,609
37	46015	Advertising	112,500	36,410	76,091	176,699
37	44005	Perimeter Security	163,337	45,856	117,481	294,180
		<u>3,814,951</u>	<u>3,520,771</u>	<u>294,180</u>		
Material & Supplies						
38	53010	Landscaping	9,713	60,815	(51,102)	(51,102)
38	52032	Elevator Repairs & Supplies	73,500	116,074	(42,574)	(93,676)
38	52051	Control Tower Maintenance	225,000	257,581	(32,581)	(126,257)
38	53090	T-Hangar Maintenance	74,700	90,640	(15,940)	(142,197)
38	54070	Vehicle Shop Tools & Supplies	33,750	46,108	(12,358)	(154,555)
38	54010	Gasoline	34,245	44,682	(10,437)	(164,992)
38	53040	Sign Expense	7,313	17,563	(10,251)	(175,242)
38	51057	System Maintenance & Repairs	112,500	122,407	(9,907)	(185,150)
38	51015	Apron Maintenance	33,750	41,663	(7,913)	(193,062)
38	52080	Sign Expense	2,100	6,493	(4,393)	(197,455)
38	51031	ARFF Supplies	16,350	19,910	(3,560)	(201,015)
38	51016	Runway Painting	23,625	26,827	(3,202)	(204,217)
38	52010	Alarm & PA Systems	68,559	71,595	(3,036)	(207,253)
38	52012	Card Access System	56,250	59,156	(2,906)	(210,159)
38	51052	Wastewater Conveyance	5,625	7,500	(1,875)	(212,034)
38	52059	Storage Space Rental	5,625	6,740	(1,115)	(213,149)
38	51017	Airfield Shop Supplies	16,875	17,877	(1,002)	(214,152)
38	51030	EMS Supplies	10,714	11,506	(792)	(214,944)
38	54045	ARFF Vehicle Repair & Maintenance	13,500	14,222	(722)	(215,666)
38	53078	Liquid Waste Disposal	2,700	2,874	(174)	(215,840)
38	52061	Building Materials	0	0	0	(215,840)
38	53085	Land Lease	11,577	11,577	0	(215,840)
38	53045	Catch Basin Maintenance	338		338	(215,503)
38	53020	Fencing	675		675	(214,828)
38	54030	General Equipment Repair & Maintenance	32,625	31,928	697	(214,131)
38	52041	Fire Equipment Testing	2,097	1,383	714	(213,417)
38	53070	Hazardous Waste Management	2,700	1,674	1,026	(212,391)
38	53041	Traffic Light Repairs	1,500	158	1,342	(211,049)
38	52040	Fire Equipment Services	10,225	8,787	1,438	(209,610)
38	51032	Hazardous Material Supplies	3,750	2,202	1,548	(208,062)
38	51014	Pavement Repairs	4,050	784	3,266	(204,796)
38	54022	Vehicle Communication Equipment	4,800	1,205	3,595	(201,202)
38	51054	Sewer District Charges	3,750		3,750	(197,452)
38	54060	Mower Repair & Maintenance	10,125	6,296	3,829	(193,623)
38	51010	Fencing	6,000	2,037	3,963	(189,660)
38	51020	Rubber Removal	26,250	22,091	4,159	(185,501)
38	51055	Water District Charges	18,750	14,284	4,466	(181,035)
38	52037	Pest Control	31,806	27,291	4,516	(176,519)
38	53060	Dump Fees - Landfill	6,210	188	6,022	(170,497)
38	52036	Automatic Door Repairs & Supplies	9,375	3,058	6,317	(164,180)
38	54013	Vehicle/Equipment Tires	24,300	17,283	7,017	(157,163)
38	54012	Oil / Grease	16,875	9,713	7,162	(150,001)
38	53048	Snow Removal Supplies	39,650	31,908	7,742	(142,259)
38	52014	Key Access System	12,375	3,687	8,688	(133,571)
38	53071	Wildlife Hazard Management	28,500	19,626	8,874	(124,697)
38	54040	Heavy Equipment Maintenance	45,000	36,095	8,905	(115,792)
38	51011	Airfield Lighting	60,000	48,179	11,821	(103,971)
38	52071	ID Tags	26,250	12,813	13,437	(90,534)
38	52020	Baggage System	15,000	1,313	13,688	(76,847)
38	53051	NYS Police Hangar Maintenance	93,750	79,935	13,815	(63,032)
38	52090	Flight Information Displays	38,905	24,388	14,518	(48,514)
38	51033	ARFF Foam	19,442	4,590	14,852	(33,663)
38	52013	CCTV Repair	31,500	15,871	15,629	(18,034)
38	52034	Roof	16,875	1,198	15,677	(2,357)
38	51053	Electric	82,500	66,703	15,797	13,440
38	52033	HVAC	135,187	119,278	15,909	29,349

Albany County Airport Authority
Airport Operating Expenses (does not include FBO)
YTD Budget vs. Actual High/Low by Category Report
For the 9 month period ending September 30/31, 2021

		Budget	Actual	Variance	Cumulative Variance
38	54015 CNG Fuel	17,250	(436)	17,686	47,035
38	54021 Vehicle Repair & Maintenance	54,750	36,957	17,793	64,828
38	52050 US Customs	37,950	15,631	22,319	87,147
38	52031 Electrical Repairs & Supplies	179,175	156,242	22,933	110,079
38	54011 Diesel Fuel	82,500	50,197	32,303	142,382
38	54050 Snow Equipment Repair & Maintena	67,500	16,958	50,542	192,924
38	52063 Window Washing	55,493	4,552	50,941	243,865
38	53030 Pavement Repairs	75,000	2,052	72,948	316,813
38	52035 Plumbing Repairs & Supplies	118,875	36,488	82,388	399,201
38	52062 Janitorial Supplies	181,451	97,634	83,817	483,018
38	51019 Snow Removal Supplies	162,175	42,946	119,229	602,247
38	53050 Snow Removal Services	193,700	67,948	125,752	727,998
38	52060 Building Maintenance	423,187	210,755	212,432	940,431
		<u>3,348,111</u>	<u>2,407,680</u>	<u>940,431</u>	
Office/Administration					
39	66070 COVID Related Expenses	0	74,602	(74,602)	(74,602)
39	55016 Computer Equipment	36,176	45,622	(9,446)	(84,048)
39	66000 Dues & Subscriptions	39,562	46,726	(7,165)	(91,213)
39	66062 Bank & Paying Agent Fees	5,250	8,130	(2,880)	(94,093)
39	66013 Function Refreshments	11,250	13,940	(2,690)	(96,783)
39	55070 Payroll Services	27,375	28,778	(1,403)	(98,186)
39	55011 Copy Machine Use	750	2,025	(1,275)	(99,461)
39	66050 Property Taxes	38,000	38,312	(312)	(99,774)
39	55041 Express Mail	0	122	(122)	(99,896)
39	66002 A.A.A.E. Memberships	0	0	0	(99,896)
39	66006 NY Airport Managers Association	0	0	0	(99,896)
39	66007 Local Chamber of Commerce	0	0	0	(99,896)
39	66011 Authority Board Travel & Education	375	0	375	(99,521)
39	55032 Printing Outside Services	15,000	13,979	1,021	(98,500)
39	55050 Reference Materials	1,275	0	1,275	(97,225)
39	55012 Office Equipment Service Agreeemer	7,049	5,554	1,495	(95,730)
39	66020 Tuition Reimbursement	1,875	0	1,875	(93,855)
39	66040 Licenses & Permits	2,887	0	2,887	(90,967)
39	66014 Outside Functions	3,750	0	3,750	(87,217)
39	55060 Office Supplies	21,484	17,634	3,850	(83,368)
39	55020 Office Furniture & Fixtures	13,388	9,428	3,959	(79,409)
39	55040 Postage	6,750	2,768	3,982	(75,427)
39	55010 Office Equipment Rental	12,220	8,167	4,053	(71,374)
39	66030 Advertising - Public Meetings	16,500	11,828	4,672	(66,702)
39	55030 Printed Forms / Letterhead	6,075	165	5,910	(60,792)
39	55014 Computer Systems	34,125	26,606	7,519	(53,273)
39	66010 Training / Travel	53,771	43,087	10,684	(42,589)
39	66012 Authority Management Travel & Edt	17,550	4,039	13,511	(29,078)
39	66061 EZ Pass Fees	90,000	51,508	38,492	9,414
39	66060 Credit Card Service Charges	294,000	188,653	105,347	114,761
39	55015 Hardware/Software Maint Support	357,129	210,839	146,290	261,051
		<u>1,113,566</u>	<u>852,515</u>	<u>261,051</u>	
Non-Capital Equipment					
41	83000 Equipment	1,225,875	234,756	991,119	991,119
		<u>1,225,875</u>	<u>234,756</u>	<u>991,119</u>	
		\$22,237,841	\$18,539,821	\$ 3,698,020	

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

	Current Month			Year to Date			12 Month Running	
	Budget	2020	2021	Budget	2020	2021	2020	2021
Total Enplanements	78,333	28,257	98,486	705,000	426,211	667,910	798,243	761,728
	26.7%		24.9%			55.7%		44.6%
Operations								
Passenger	1,799	1,304	2,242	16,187	15,330	16,562	23,982	20,836
Cargo	185	250	262	1,666	2,234	2,450	3,194	3,390
Charter, Corporate & Divers	185	184	312	1,664	1,634	2,596	2,498	3,152
General Aviation	1,122	1,700	1,440	10,094	10,794	10,815	14,174	14,245
Military	303	250	331	2,726	2,817	2,526	3,417	3,196
Total Operations	3,593	3,688	4,587	32,336	32,809	34,949	47,265	44,819
	27.7%		34.4%			6.5%		5.2%
Landed Weight (000)	94,318	58,673	109,663	848,864	727,730	753,636	1,131,800	934,042
	16.2%		36.3%			3.6%		17.5%
Cargo/Mail & Express	1,585	1,945	1,817	14,263	15,496.1	16,940.9	21,484.9	23,302.4
	14.7%		16.6%			5.3%		5.3%
Jet A Gallons	83,333	74,544	118,495	750,000	632,016	906,650	914,246	1,154,246
	42.2%		59.0%			13.5%		28.2%
AvGas Gallons	5,007	9,810	4,813	45,059	48,724	37,471	63,014	51,115
	1.9%		5.0%			2.1%		1.6%
Deicing Consortium	-	-	-	62,955	36,902	34,548	77,839	50,754
Deicing sprayed/retail	-	-	-	37,050	40,868	38,864	82,937	49,159
Parking Revenue	\$ 851,246	\$ 205,580	\$ 820,414	12,239,600	\$ 4,810,936	\$ 5,751,932	\$ 8,848,011	\$ 6,415,387
Revenue per enplanement	\$ 7.28	\$ 8.33		\$ 11.29	\$ 8.61	\$ 11.08	\$ 8.42	
Transactions	12,269	38,554		204,554	274,801	361,383	315,612	
Average transaction	\$ 16.76	\$ 21.28		\$ 23.52	\$ 20.93	\$ 24.48	\$ 20.33	
Concession Sales								
Rental Cars	\$ 2,162,890	\$ 5,543,017		\$ 19,201,094	\$ 36,594,512	\$ 31,878,624	\$ 4,162,511	
Revenue per enplanement	\$ 76.54	\$ 56.30		\$ 45.05	\$ 54.79	\$ 39.94	\$ 5.46	
Food and Beverage	\$ 129,893	\$ 566,112		\$ 2,662,147	\$ 3,708,270	\$ 5,122,702	\$ 5,267,095	
Revenue per enplanement	\$ 4.60	\$ 5.75		\$ 6.25	\$ 5.55	\$ 6.42	\$ 6.91	
Retail	\$ 105,672	\$ 304,391		\$ 1,332,013	\$ 2,361,979	\$ 2,336,684	\$ 2,672,947	
Revenue per enplanement	\$ 3.74	\$ 3.09		\$ 3.13	\$ 3.54	\$ 2.93	\$ 3.51	

SCHEDULED AIRLINE PASSENGER SERVICE

Monthly Scheduled Flights are as follows:

	Airlines	Non-Stop Destination Airports	Non-Stop Destination Cities ⁽¹⁾	Scheduled Flights	Average Flights per Day	Monthly Seats Available	Monthly Landed Weight (lbs.)	Enplane.	Projected Load Factor ⁽²⁾
Jan2020	7	17	13	1,391	44.9	141,803	147,829,062	114,119	80.5%
Sep20	7	14	12	642	21.4	63,168	64,144,804	28,257	44.7
Oct20	7	16	13	740	23.9	67,992	68,410,190	35,274	51.9
Nov20	7	16	12	735	24.5	68,806	73,145,608	29,089	42.3
Dec20	7	16	12	693	22.4	64,017	67,995,130	29,455	46.0
Jan21	7	15	11	622	20.6	56,129	58,693,922	25,665	45.7
Feb21	7	16	11	560	20.0	50,558	52,562,092	30,538	60.4
Mar21	7	15	10	688	22.2	67,958	67,148,188	49,504	72.8
Apr21	7	14	11	841	28.0	79,363	79,959,604	66,435	83.7
May21	7	17	14	1,097	35.4	106,783	108,428,900	79,125	75.1
Jun21	7	19	14	991	33.0	97,420	96,959,934	88,614	91.0
Jul21	7	19	15	1,100	35.5	114,081	111,304,466	114,106	100.0 ²
Aug21	7	19	15	1,165	37.9	123,051	125,168,610	115,469	94.8
Sep21	7	17	13	1,129	37.6	120,713	116,138,848	98,456	81.6
Oct21	7	18	13	1,182	38.1	125,324	115,091,066	114,400E	91.3
Nov21	7	17	12	1,120	37.3	118,803	112,293,096	112,900E	95.0

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

⁽²⁾ Load factor based on future scheduled passenger flights not historical actual passenger flights.

Weekly schedule flight changes are as follows:

		<u>Year-To-Date (net)</u>									
		Week		Week		Week			Week		Week
		#38-2021	+	(-) #46-2021	#03-2021	+	(-) #46-2021	#13-2020			
1	ATL Atlanta, GA	20	-	(2)	18	7	14	(3)	18	20	
2	BDL Hartford, CT	-	-	-	-	-	1	(1)	-	-	
3	BWI Baltimore, MD	26	-	(1)	25	14	25	(14)	25	28	
4	MDW Chicago-Midway	9	3	-	12	6	19	(13)	12	12	
5	ORD Chicago-O'Hare	42	-	(5)	37	14	51	(28)	37	46	
6	CLT Charlotte, NC	21	-	-	21	18	4	(1)	21	28	
7	DEN Denver, CO	4	-	(4)	-	-	10	(10)	-	6	
8	DTW Detroit, MI	25	-	(3)	22	19	6	(3)	22	25	
9	FLL Fort Lauderdale, FL	7	-	-	7	1	8	(2)	7	14	
10	RSW Fort Myers, FL	-	-	-	-	-	-	-	-	5	
11	MIA Miami, FL	-	2	-	2	-	2	-	2	-	
11	MSP Minneapolis, MN	-	-	-	-	-	-	-	-	6	
12	MYR Myrtle Beach, SC	2	-	(2)	-	-	3	(3)	-	-	
13	BNA Nashville, TN	-	-	-	-	-	2	(2)	-	-	
14	EWL Newark, NJ	14	5	-	19	7	26	(14)	19	27	
15	MCO Orlando, FL	14	5	-	19	10	16	(7)	19	24	
16	SFB Orlando/Sanford, FL	2	1	-	3	-	8	(5)	3	3	
17	PHL Philadelphia, PA	28	-	(10)	18	13	16	(11)	18	42	
18	PGD Tampa/Punta Gorda, FL	2	1	-	3	2	4	(3)	3	2	
19	TPA Tampa, FL	1	5	-	6	1	7	(2)	6	10	
20	PIE Tampa/St. Pete, FL	2	-	-	2	2	2	(2)	2	2	
21	DCA Washington DC-Reagan	21	-	(1)	20	5	18	(3)	20	33	
22	IAD Washington DC-Dulles	27	-	(6)	21	12	24	(15)	21	21	
267		22	(34)	255	131	266	(142)	255	354		

September 30, 2021
Full Time Positions

	Budget Full Time	Budget Part Time	Budget Total	Filled Full Time	Vacant Full Time	In Process To Fill
AvPORTS						
Feb	151	18	169	128	23	8
Mar	151	18	169	129	22	6
Apr	155 (adj)	18	173	132	23	7
May	155	19	174	131	23	7
Jun	155	19	174	132	23	7
Jul	155	19	174	132	23	7
Aug(1)	157	19	175	134	23	6
Sep	157	19	175	135	21	4
FBO						
Feb	33	-	33	32	1	1
Mar	33	-	33	33	-	-
Apr	33	-	33	30	3	3
May	33	-	33	30	3	3
Jun	33	-	33	29	4	4
Jul	33	-	33	29	4	4
Aug	33	-	33	26	7	7
Sep	33	-	33	26	7	7
ACAA						
Feb	21	3	24	21	-	-
Mar	21	3	24	22	-	-
Apr	20 (adj)	3	23	21	-	-
May	20	3	23	20	-	-
Jun	20	3	23	20	-	-
Jul	20	3	23	20	-	-
Aug	20	3	23	20	-	-
Sep	20	3	23	20	-	-
<hr/>						
Total						
Feb	205	21	226	181	24	9
Mar	205	21	226	184	23	6
Apr	208	21	229	183	26	10
May	208	22	230	181	26	10
Jun	208	22	230	181	27	11
Jul	208	22	230	181	27	11
Aug	210	22	231	180	30	13
Sep	210	22	231	181	28	11

(1) Added Airport Operations Officer



ALBANY
INTERNATIONAL AIRPORT

AGENDA ITEM NO. 5

Project Development



PROJECT STATUS REPORT

November 8, 2021

I. AIRSIDE IMPROVEMENTS

A) Runway 19 Obstruction Tree Removal

The FAA cited groups of trees on the Runway 19 Safety Area that had grown high enough to be listed as an obstruction, which would reduce the aircraft approach minimums. To maintain the existing approaches at 34 to 1 ratio, it was determined that there would need to be selective tree topping and tree removal in the Runway Protection Zone (RPZ) of Runway 19. The adjacent property owners have been contacted regarding the proposed work. The work was completed by the end of September 2021 and the FAA documents were submitted.

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

Rifenburg Construction was awarded the contract, working with McFarland Johnson Engineering doing construction inspection. The contractor has been working days and nights with Airport Operations arranging nightly Taxiway closures. The Contractor is progressing southward on Taxiway A and is on schedule to complete all asphalt paving by mid-November. Striping and site restoration is being done concurrently.

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

AERO Bridge was awarded the contract with C & S Engineering overseeing the work. All new bridges are installed and operational. AERO Bridge and C & S Engineering are working on contract closeout to be completed by the end of the year.

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

To maintain the quality of the pavement for aircraft to land on the runways need to be milled and resurfaced with new asphalt pavement. An RFQ was advertised to find an engineering firm to design the rehabilitation project in accordance with FAA specifications. Colliers Engineering was selected from 7 RFQ's by the review committee. Board approval to negotiate a scope and fee with Colliers is an item on today's agenda.

II. LANDSIDE IMPROVEMENTS

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

The FAA as part of the lease renewal, requested some upgrades to their facility. The roof replacement project (1013-R) for the facility was advertised and bid in June 2021, but the bid were extremely high due to material shortages. The roof project will be re-bid in the Spring of 2022 when materials are more available. The elevator replacement project (1013-EV) was awarded last Board meeting to Kone under NYS Contract pricing and the shop drawings are being reviewed. Kone has submitted a schedule to begin work in January 2022 with concurrence from the FAA Tech Ops.

B) MDF (Main Distribution Frame) Room Fire Protection

Condor Fire Sprinkler was awarded the contract. The work includes the installation of a new dry fire protection system in the MDF room where all the Airport computer, telephone and security system are routed back to. This project is replacing the existing sprinkler system that currently serves as fire protection, eliminating the possibility system failure due to sprinklers going off. Condor has completed the installation and is currently testing the system as required by NYS Fire Code. The contractor cannot remove the old system until all testing is complete.

C) HVCC Aircraft Technician School

HVCC and ACAA worked together to get the classrooms set up at 6 Jetway Drive, so classes could begin on August 30, 2021. The construction of the lab area is ongoing, HVCC and their architect submitted the plans for a Building Permit and HVCC selected Rosch Bros. as their contractor. HVCC started work in mid-September to be completed by January 1, 2022. HVCC has begun moving their equipment into the hangar area.

AGENDA ITEM NO. 6

Counsel

MEMO: November 8, 2021

TO: Albany County Airport Authority Board Members

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

- COVID 19 Vaccination Mandates

AGENDA ITEM NO. 7

Concessions/Ambassador Program



R

Monday, November 8, 2021

Concessions & Ambassador Program Report

October Minority Percentages in the Concessions' Workforce

Date	min/total	HMSHost	OHM	Paradies	Dunkin
October 2020	19/34 = 56%	1/6=17%	10/12=83%	5/10=50%	3/6=50%
November 2020	24/39 = 61%	1/6=17%	14/16=88%	6/12=50%	3/5=60%
December 2020	22/37 = 59%	1/6=17%	13/17=76%	6/12=50%	2/5=40%
January 2021	20/41 = 49%	1/6=17%	12/19=63%	6/12=50%	1/4=25%
February 2021	24/47 = 51%	2/9=22%	17/23=74%	5/10=50%	2/5=40%
March 2021	22/49 = 45%	2/9=22%	12/25=48%	5/10=50%	3/5=60%
April 2021	23/55 = 42%	4/14=28.5%	12/24=50%	5/11=45%	3/6=50%
May 2021	29/60 = 48%	5/16=31.2%	15/25=20%	5/12=22.5%	4/7=57%
June 2021	31/61 = 48%	6/21=28.5%	15/25=60%	6/11=54.5%	4/7=57%
July 2021	28/70 = 40%	8/27=29.6%	13/25=52%	5/11=45.45%	2/7=28.5%
August 2021	35/70 = 50%	12/23=52%	14/30=46.6%	5/10=50%	4/7=57%
September 2021	35/70 = 50%	11/25=44%	15/23=65%	5/14=35.7%	4/8=50%
October 2021	41/85 = 48%	13/33=39%	20/29=69%	5/14=35.7%	3/9=33%

Job Fairs

Job Fairs have been held on October 20, 21, 25, 27 and November 2nd at this writing; more are planned. We utilized a targeted approach and held them on site and streamlined the process. We have had a much better success in hiring.

Concessions

HMSHost

- Silks of Saratoga – Open (10:00 a.m. – 6:00 p.m.) Daily
- Starbucks – Open (4:00 a.m. – 2:00 p.m.) Daily
- The Local – Opening November 12
- Burger King – Opening November 19
- Adirondack Lodge – closed
- Hudson Valley Beer Union – Open (10:00 a.m. – 6:00 p.m.) Daily
- Dunkin Donuts – Open (4:00 a.m. – 8:00 p.m.) Daily

OHM

- Empire Deli – Open (11:00 a.m. - 6:00 p.m.) Daily
- Wolfgang Puck Pizza - Opening November 19th
- Chick fil A – Open (5:00 a.m. – 6:00 p.m.) Monday - Saturday

Paradies

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

Vending

To accommodate passengers and employees after hours Vending Machines have been installed on all three Concourses.



Ambassador Program 2021

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

Canines												
0	0	0	0	0	0	0	0	361	1373			1734

Ambassador Hours												
238	567	408	424	409	438	421	479	444	464			4292

Guests Served												
49	50	96	1569	2470	4225	4454	4628	5067	4698			27,306
Airside					2722	2793	3010	3744	3315			
Landside					1503	1661	1618	1323	1383			

Business Center												
49	50	96	122	131	172	181	80	164	145			1190

AGENDA ITEM NO. 8

Public Affairs



PUBLIC AFFAIRS REPORT

November, 2021

Frontier Airlines

Frontier Airlines launched non-stop service between Albany and Miami International Airport on November 4. Kasey Willis of Frontier corporate spoke at the kick-off event. The Airport Rescue and Fire Fighting Department (ARFF) greeted the arriving Frontier flight with a water cannon salute.



Baseball Hall of Fame

Memorabilia from the 2021 World Series featuring the Atlanta Braves vs. the Houston Astros was scheduled to be on display at the Albany International Airport following the final game of the Series. Series memorabilia is customarily displayed to the local media as it passes through the Airport on route to the Baseball Hall of Fame in Cooperstown. This year's event was highlighted by the fact that former Shenendehowa pitcher Ian Anderson was pitching for the Braves.



RENSCO Chamber Panel Discussion

The Rensselaer County Chamber of Commerce conducted a panel discussion on the future of regional transportation on September 30. The event was held at the Million Air Hangar and featured Philip Calderone, CEO of the Albany County Airport Authority, Carmen Basile, CEO, Capital District Transportation Authority, Jane Brophy-Amtrak Senior Manager for Government Affairs and Megan Daly-Chief Commerce Officer for the Albany Port District Commission. The moderator of the event was Casey Seiler, Editor of the Times Union.



Holiday Travel

The Airport Authority and the TSA will join for a November 9 news conference to update the media on travel requirements and anticipated passenger traffic for the Thanksgiving-Christmas travel period.



American Airlines Miami

American Airlines will launch non-stop services from Albany International Airport to Miami International Airport on Saturday, November 7, 2021.



Port In The Storm

Heavy rains and wind that impacted the New York City area on October 26 turned Albany International Airport into "the port in the storm" for several New York City bound flights. The weather-related Ground Stop at New York City airports late in the evening forced a total of seven New York flights to be diverted to the Albany International Airport to wait out the storm.



AGENDA ITEM NO. 9

Economic Development



MEMO: **November 8, 2021**

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

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

- **David Dague, Principal, Arthur D. Little Global**



ALBANY
INTERNATIONAL AIRPORT

Air Service Overview

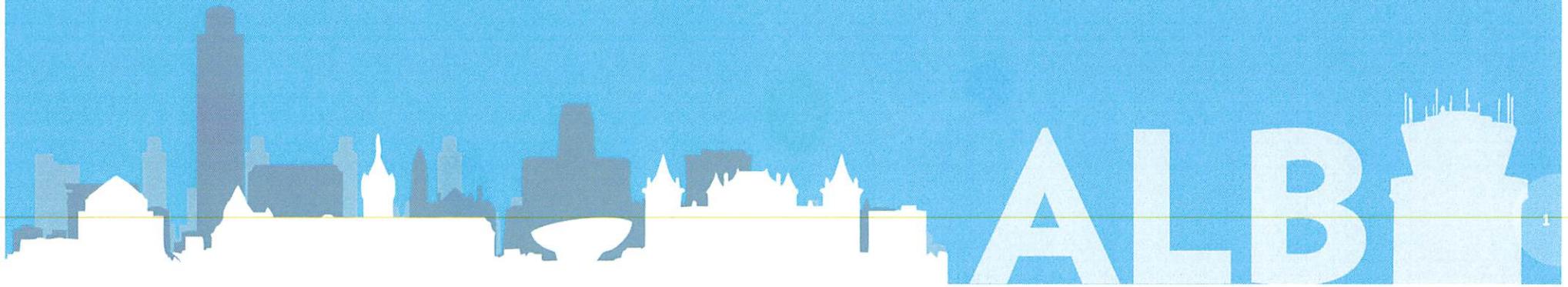
November 8, 2021

Arthur D Little





Industry Overview



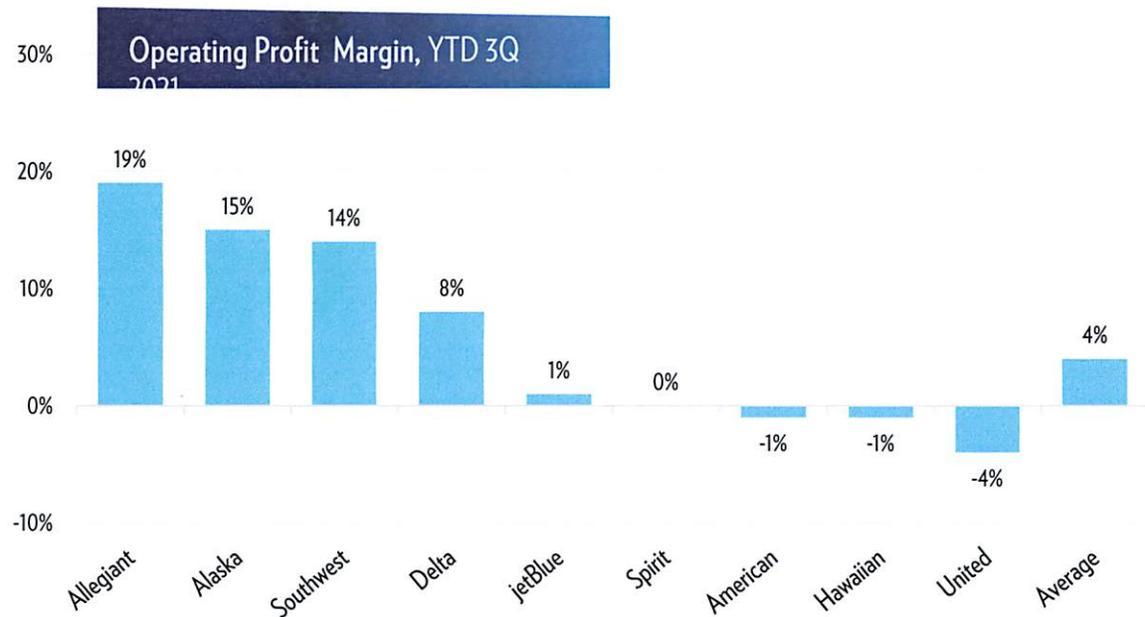
U.S. Airlines Have Endured Historic Losses Resulting From the Pandemic

Operating Profit (\$ Billions) for Major US Airlines, CY 2010 - CY 2020



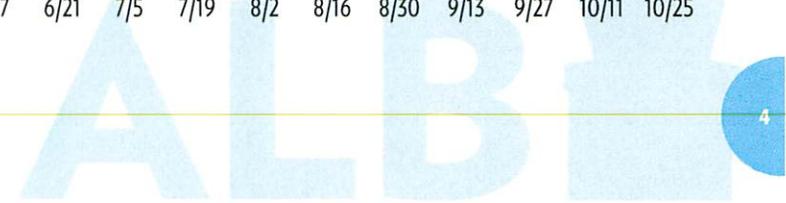
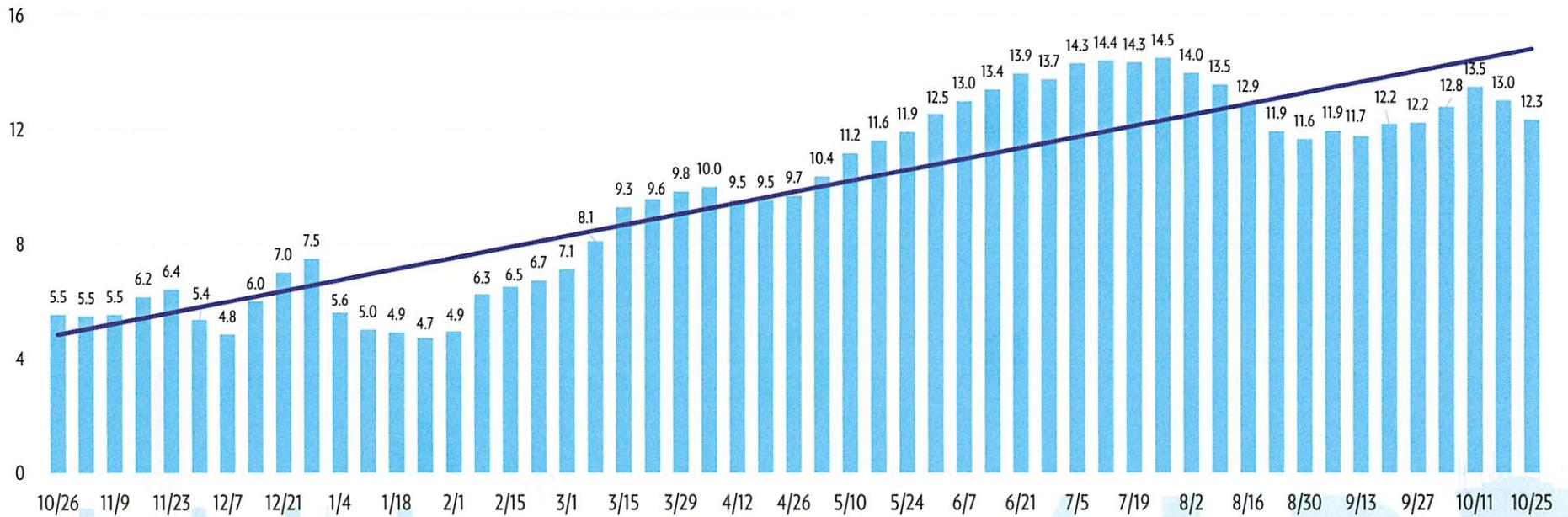
Operating Losses Have Improved Overall into 2021, with Only Three Airlines Reporting a Loss**

- Airline results include payroll support from the CARES Act.
- If payroll support was not included, the overall margin would be -18%, with only Allegiant achieving a positive margin (6%)



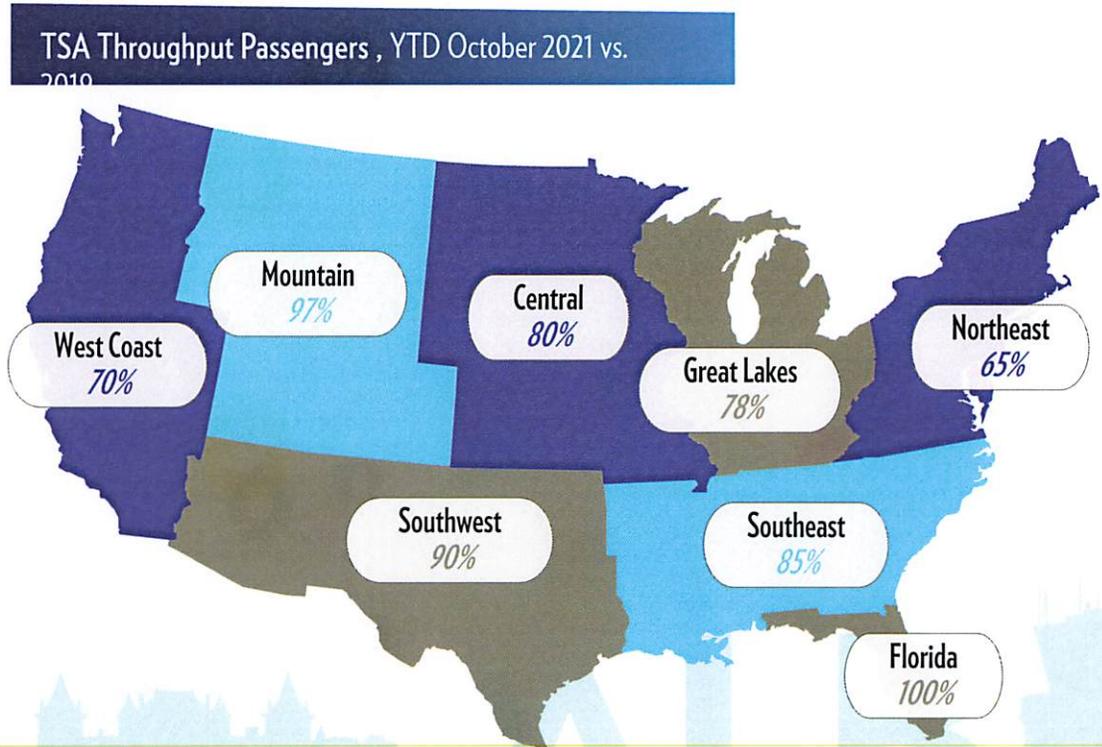
Nationwide TSA Passenger Volumes are Following Typical Seasonal Patterns.....Down 18% from 2019 Levels

Nationwide Weekly TSA Throughput (Millions), Week of 10/26/2020 - 10/25/2021



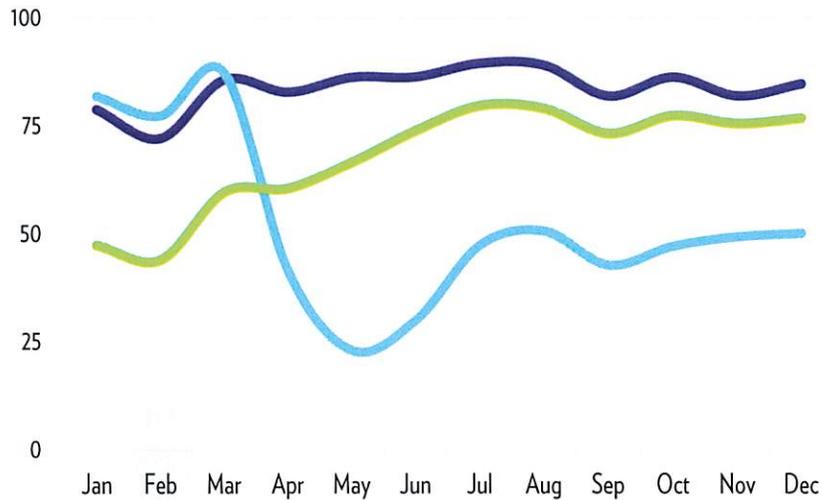
Passenger Recovery in the U.S. has Been Uneven with Florida and the Mountain Region Recovered, While the Northeast and the West Coast Lag the Nationwide Average

Rank	Region	Ratio to 2019
1	Florida	100%
2	Mountain	97%
3	Southwest	90%
4	Southeast	85%
5	Central	80%
6	Great Lakes	78%
7	West Coast	70%
8	Northeast	65%
Nationwide Average		79%

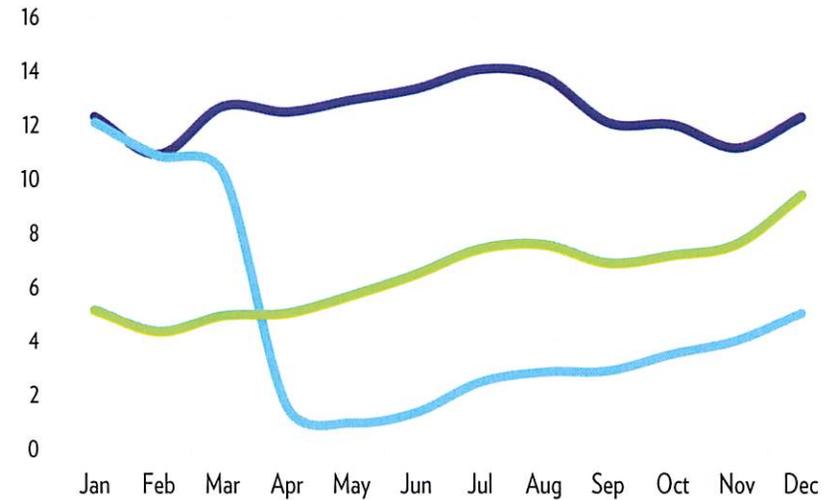


Domestic Seat Recovery From U.S. Airports is Far Out Pacing the International Recovery, 81% vs. 52% Respectively

U.S. Domestic Seat Departures (Millions), Jan. 2019 – Dec. 2021

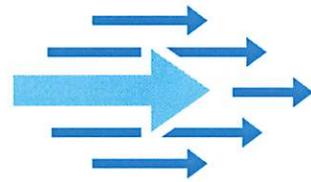


U.S. International Seat Departures (Millions), Jan. 2019 – Dec. 2021



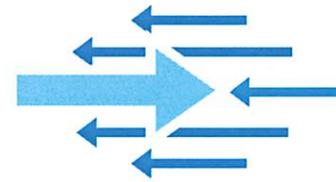
— 2019 — 2020 — 2021

The Industry Continues to Evolve, Tailwinds and Headwinds Exist



Tailwinds

- Domestic Leisure
- International Markets Restrictions Easing
- Fare Environment Favoring the Passenger
- Incumbent Airline Performance

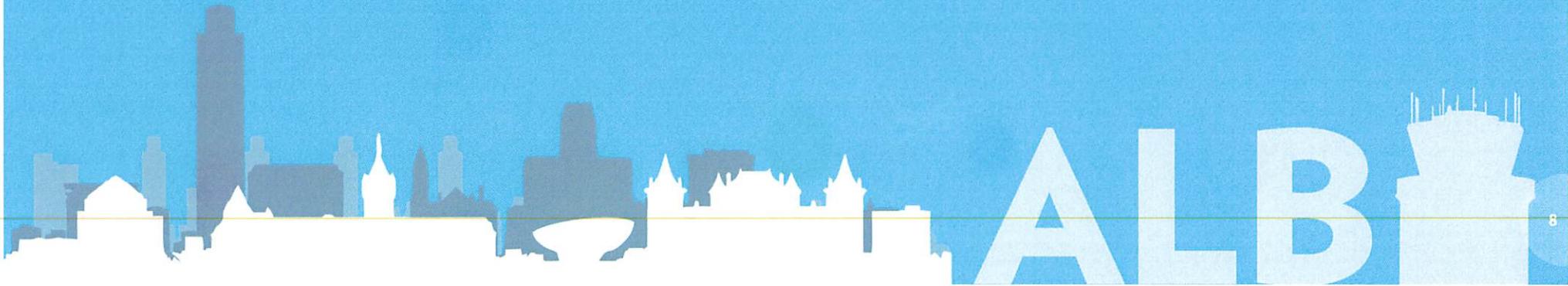


Headwinds

- Cost of Fuel Currently at Seven Year High
- Labor Shortages
- Slow Return of Business Travel
- Regional Jet Pilot Shortage
- Inflation



Air Service Overview

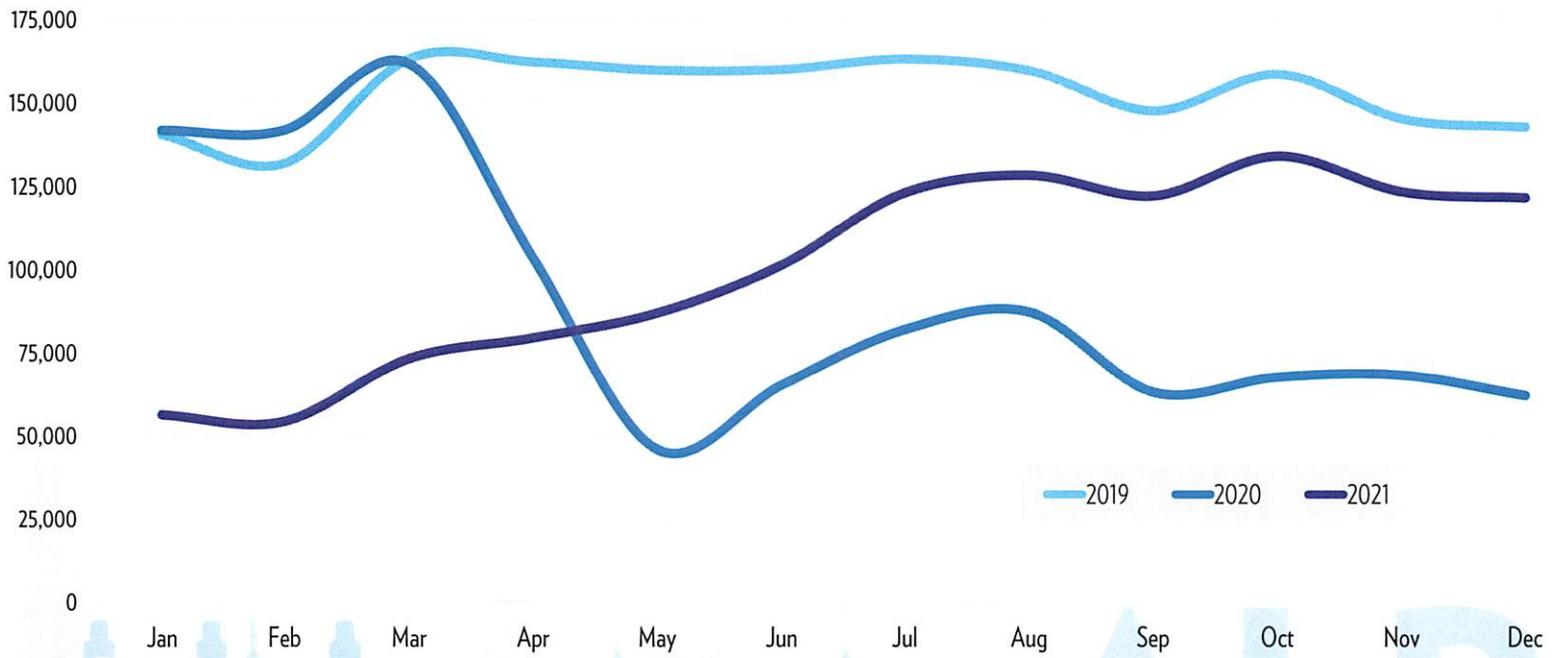


Albany's November Schedule Consists of 38 Average Daily Departures to 19 Nonstop Destinations

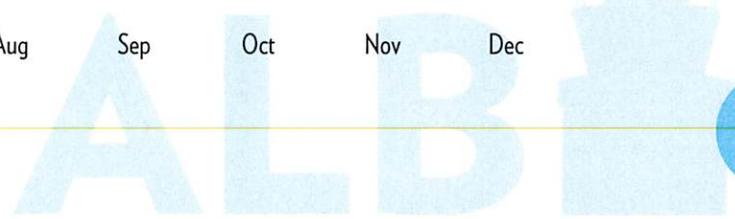


Albany's Seats Have Currently Recovered to 85% in November and December – Full Year 2021 Recovery is 65%

ALB Seat Departures, January 2019 – December 2021

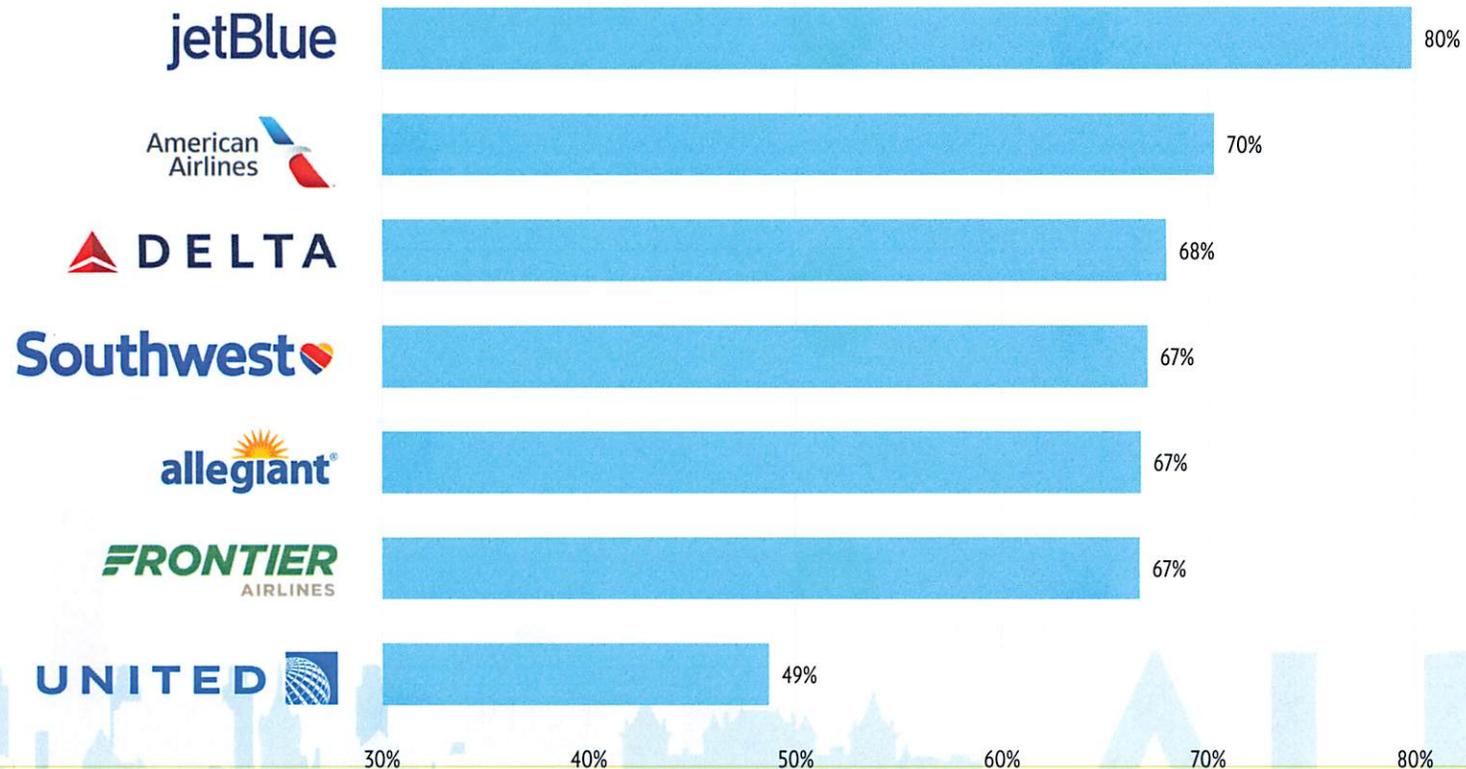


Arthur D Little Source: Innovata Schedules, via Diio.



jetBlue's Recovery vs. 2019 Ranks 1st at Albany

ALB Seat Recovery, CY 2021 vs CY 2019



ALBANY

Arthur D Little

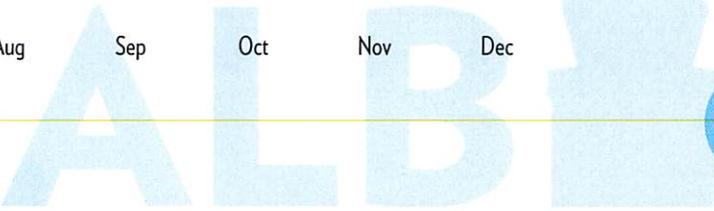
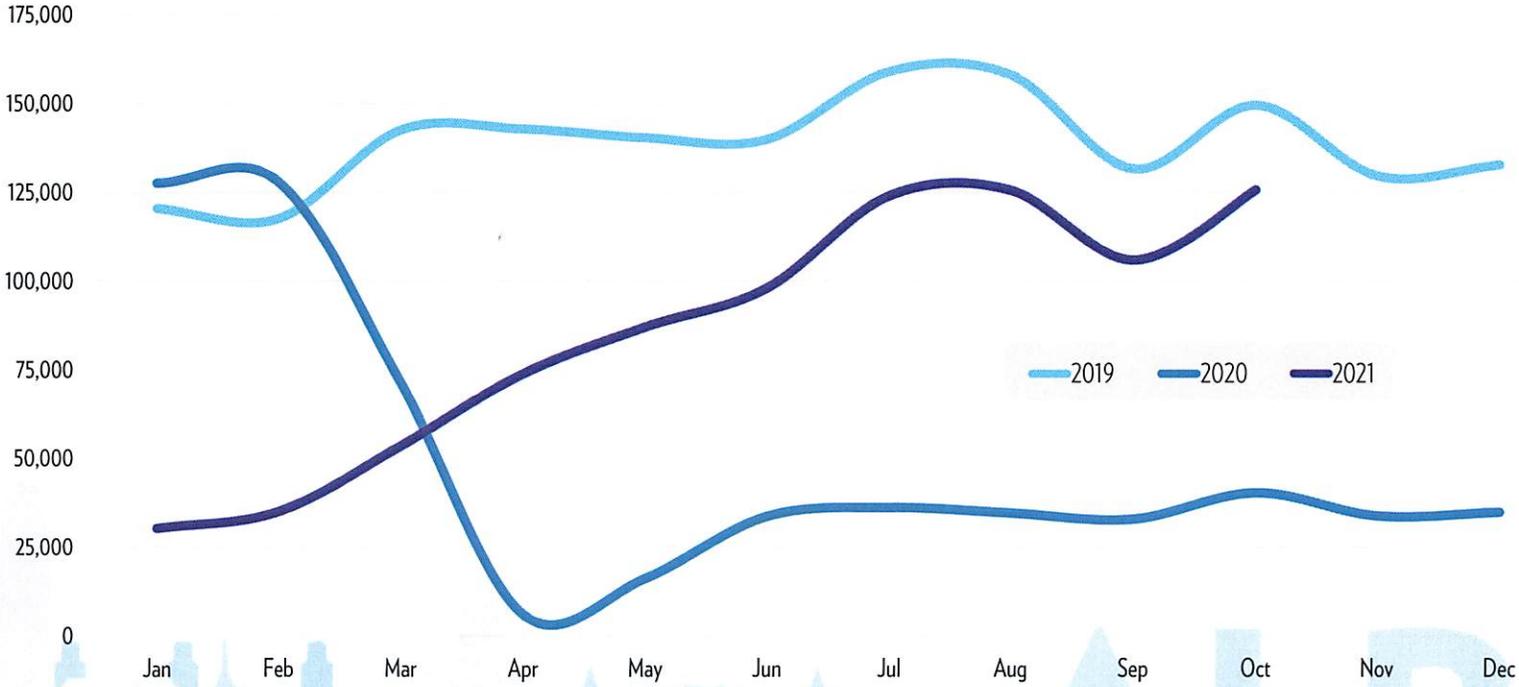
Source: Innovata Schedules, via Diio.

American and Frontier's New Service to Miami Has Accelerated the Service Recovery at Albany



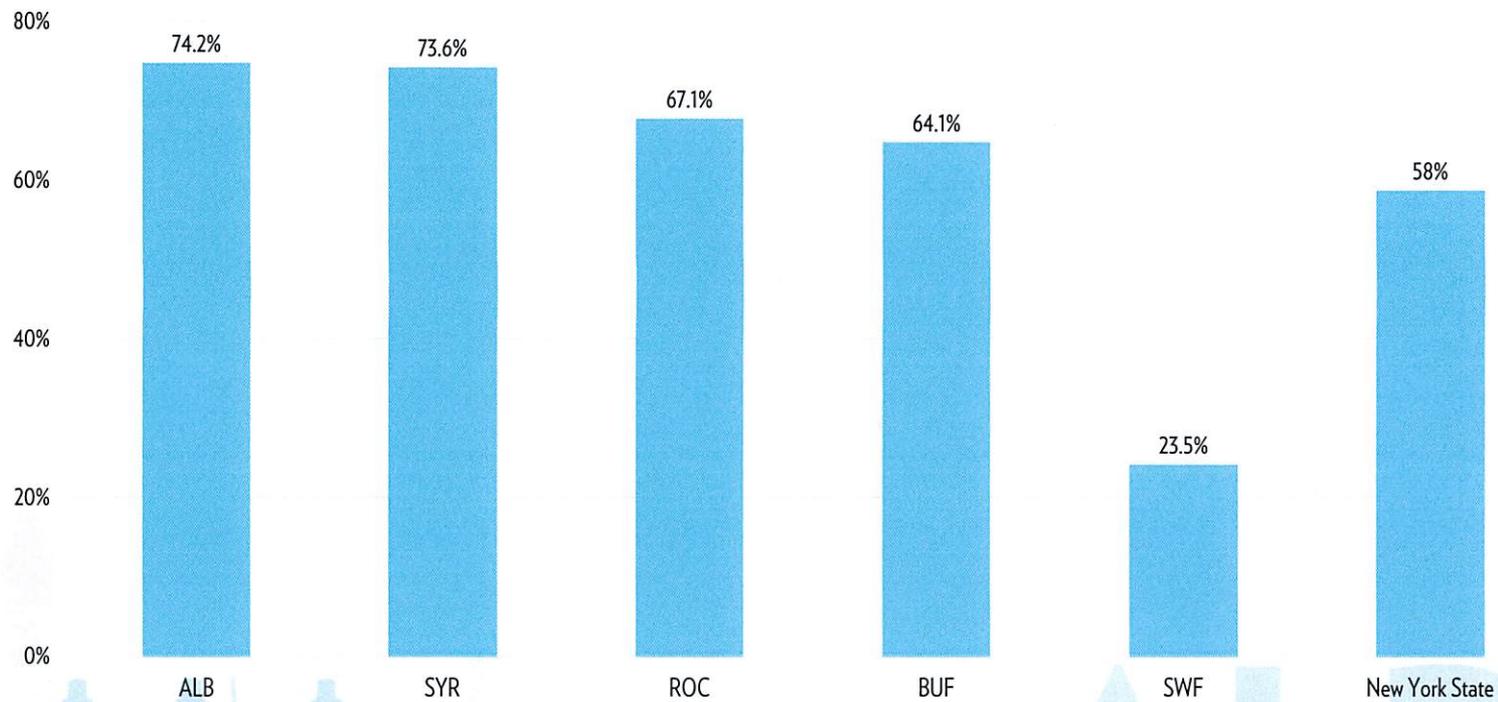
Albany's Passenger Volumes Continue to Recover, Year-to-date October 2021 is 74% of the Corresponding 2019 Period.....

TSA Passengers, January 2019 – October 2021



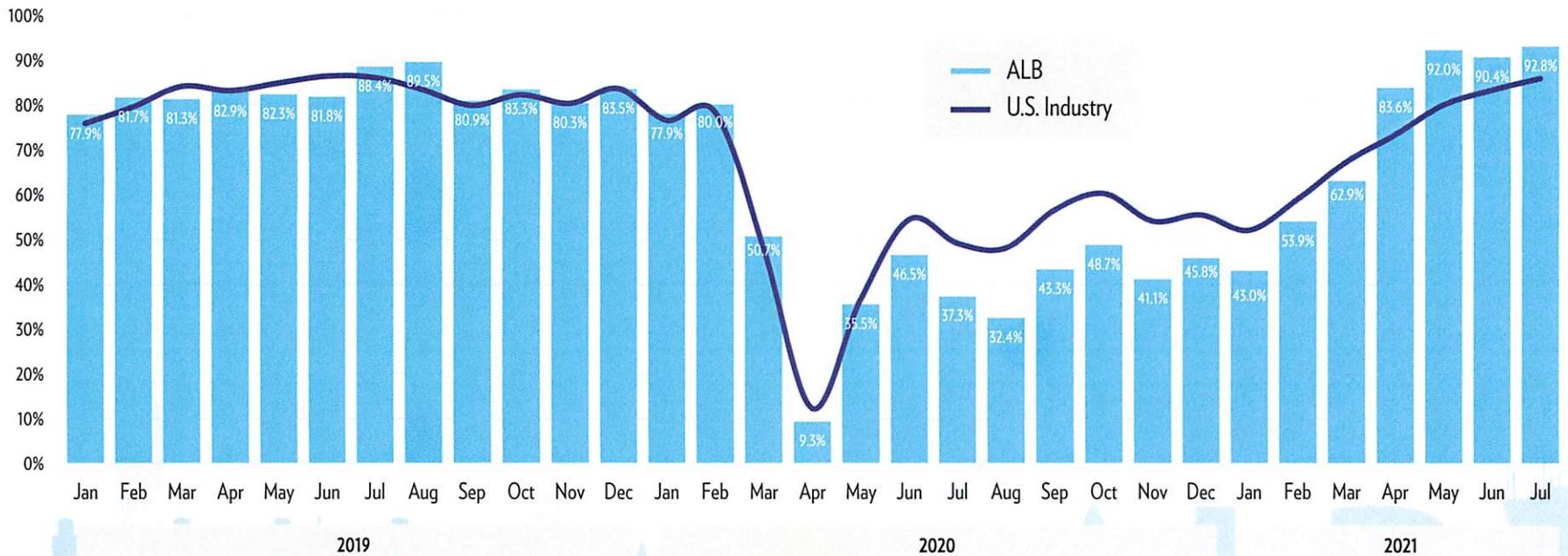
.....Which Ranks 1st Among Upstate Airports

Ratio of TSA Passengers, YTD October 2021 vs. YTD October 2019



Albany's Domestic Load Factor Has Reached Historic Highs – Well Above the Nationwide Average the Last Four Months

ALB Domestic Load Factors, Jan 2019 – July 2021

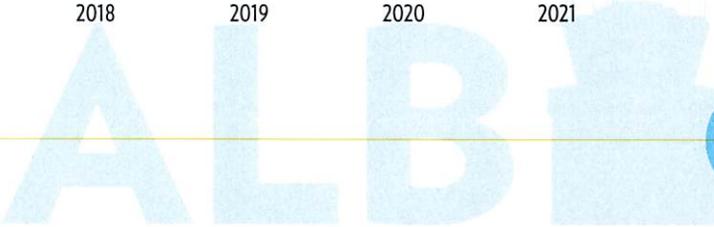
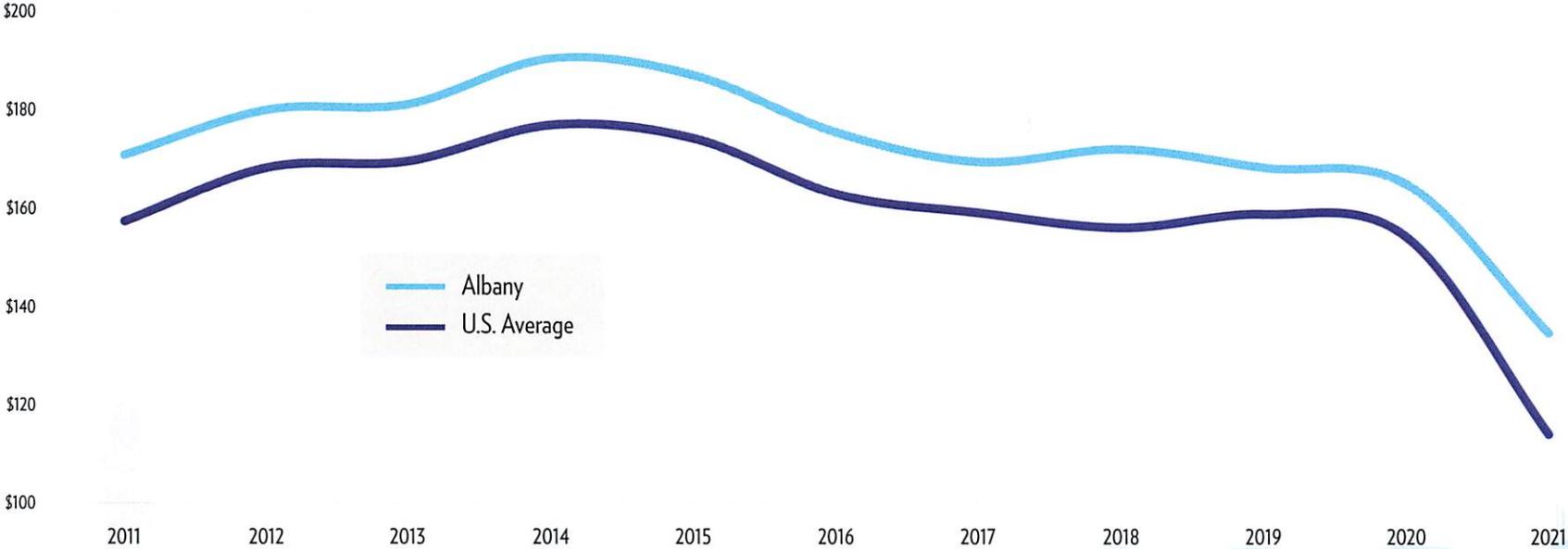


Arthur D Little

Source: USDOT, T100, via Diao.

Albany's Domestic Average Fare Declined 18% in 2021 and Continues to be Higher Than the National Average

Stage Adjusted Domestic Average Fares, YE 2Q 2011 – YE 2Q 2021



Fourteen out of Albany's Top 30 Passenger Markets are Served on a Nonstop Basis

Top 30 Domestic O&D Markets, YE 2Q 2021

Rank	City	O&D Psgrs	Average Fare	Served Nonstop
1	Orlando	128,192	\$85	✓
2	Tampa	59,943	\$104	✓
3	Fort Lauderdale	50,319	\$129	✓
4	Denver	43,817	\$129	✓
5	Chicago	37,938	\$135	✓
6	Atlanta	33,180	\$173	✓
7	Charlotte	27,938	\$159	✓
8	Los Angeles	23,689	\$224	
9	Fort Myers	22,462	\$137	✓
10	Baltimore	22,333	\$95	✓
11	Phoenix	22,111	\$184	
12	Dallas/Fort Worth	19,911	\$189	
13	Las Vegas	18,891	\$181	
14	Punta Gorda	16,719	\$49	✓
15	Washington	16,335	\$134	✓

Rank	City	O&D Psgrs	Average Fare	Served Nonstop
16	Houston	15,983	\$185	
17	Nashville	15,407	\$125	✓
18	West Palm Beach	14,906	\$134	
19	Detroit	13,523	\$178	✓
20	Raleigh/Durham	13,414	\$131	
21	Myrtle Beach	13,270	\$94	✓
22	San Francisco	12,465	\$236	
23	Miami	12,396	\$134	✓
24	San Diego	12,244	\$191	
25	Jacksonville	11,851	\$145	
26	Seattle/Tacoma	11,425	\$195	
27	Salt Lake City	10,963	\$183	
28	Sarasota/Bradenton	10,505	\$132	
29	Austin	10,426	\$173	
30	Charleston	10,371	\$137	



Significant Changes Have Occurred in the Rankings of Albany's Top Domestic Markets

Top 20 Domestic Markets, YE 2Q 2020 vs. YE 2Q 2021

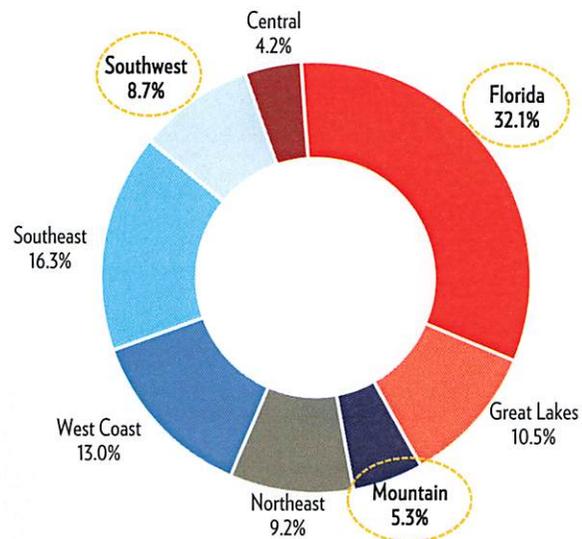
- Business heavy markets (Washington, and Raleigh/Durham) dropped the most while leisure-oriented markets (Fort Myers, Punta Gorda, Phoenix, and Denver) moved up higher in the rankings.
- San Francisco and Minneapolis dropped out of the top 20.
- West Palm Beach and Nashville were added to the top 20.

YE 2Q 2020			YE 2Q 2021	
City	Rank		Rank	City
Orlando	1	→	1	Orlando
Tampa	2	→	2	Tampa
Fort Lauderdale	3	→	3	Fort Lauderdale
Chicago	4	↘	4	Denver
Atlanta	5	↘	5	Chicago
Denver	6	↗	6	Atlanta
Washington	7	↘	7	Charlotte
Baltimore	8	↘	8	Los Angeles
Charlotte	9	↗	9	Fort Myers
Los Angeles	10	↘	10	Baltimore
Raleigh/Durham	11	↘	11	Phoenix
Fort Myers	12	↗	12	Dallas/Fort Worth
Las Vegas	13	→	13	Las Vegas
Dallas/Fort Worth	14	↗	14	Punta Gorda
San Francisco	15	↘	15	Washington
Phoenix	16	↗	16	Houston
Detroit	17	↘	17	Nashville
Houston	18	↗	18	West Palm Beach
Punta Gorda	19	↗	19	Detroit
Minneapolis	20	↘	20	Raleigh/Durham

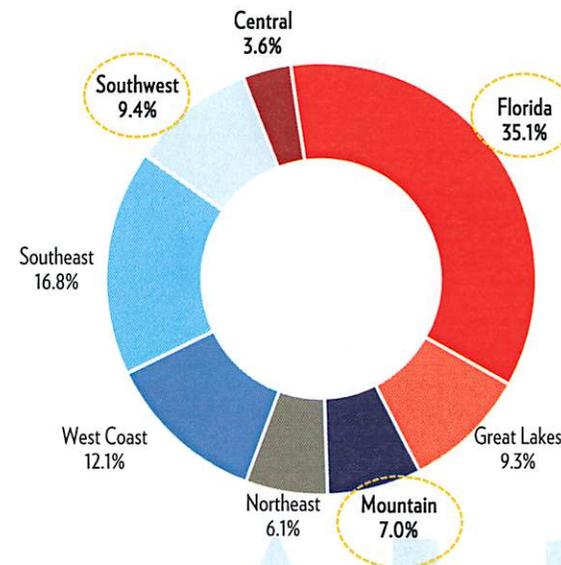


Changing Passenger Behavior During the Pandemic Has Pushed Florida Even Higher as Albany's Top Region

Region Share Albany Domestic O&D, YE 2Q 2020



Region Share Albany Domestic O&D, YE 2Q 2021



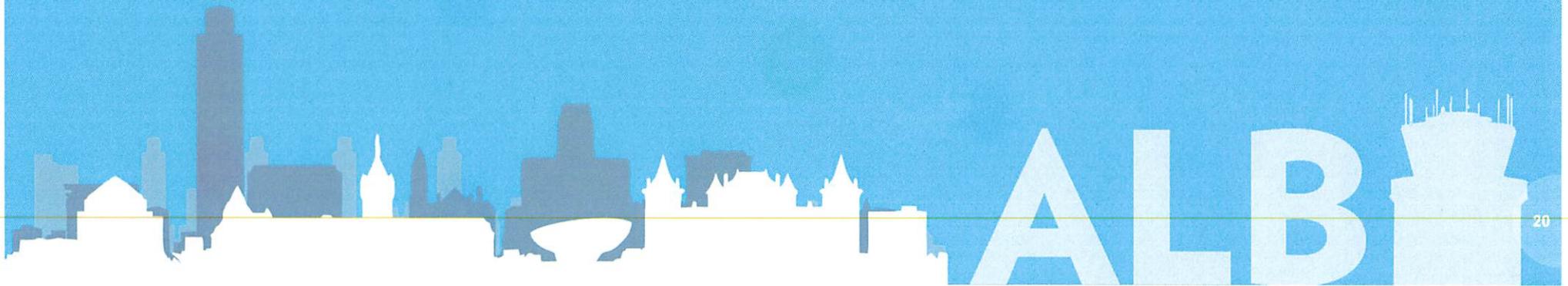
ALBANY

Arthur D Little

Source: USDOT O&D Survey, via Diio.



Albany Air Service Opportunities



Air Service Development Initiatives are Focused on Multiple, Parallel Strategies

- Restoration of pre-pandemic services that were cut back
- Top Unserved markets
- Airlines not currently serving Albany, including Avelo, Breeze, and Spirit
- Expansion in currently served nonstop markets that include significant number of local passengers still connecting
- Ability to pivot quickly to changing strategies as passenger behaviors change

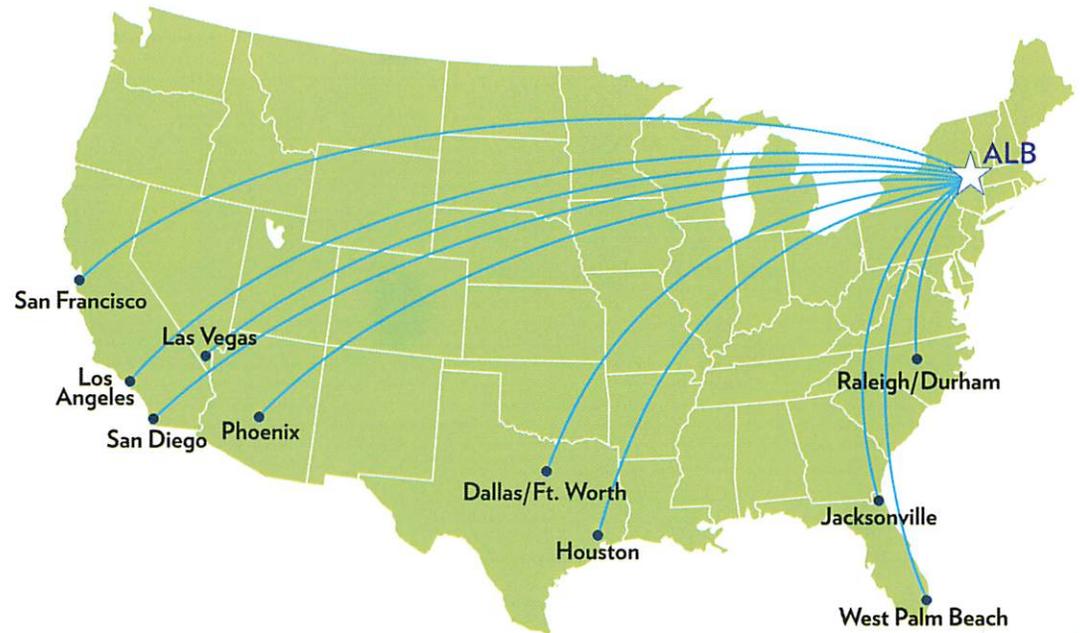
Over the Last Five Months, Albany and ADL Have Met With Eleven Airlines



The Top 10 Unserved Markets at Albany Offer Some Unique Opportunities

Top 10 Unserved Markets, YE 2Q 2021

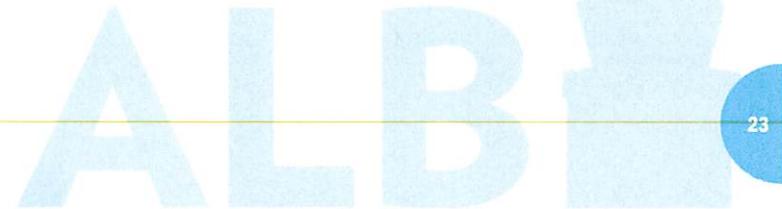
Rank	City	O&D Psgs	Average Fare
1	Los Angeles	128,192	\$85
2	Phoenix	59,943	\$104
3	Dallas/Ft. Worth	50,319	\$129
4	Las Vegas	43,817	\$129
5	Houston	37,938	\$135
6	West Palm Beach	33,180	\$173
7	Raleigh/Durham	27,938	\$159
8	San Francisco	23,689	\$224
9	San Diego	22,462	\$137
10	Jacksonville	22,333	\$95



ALBANY

Arthur D Little

Source: USDOT, O&D Survey, and Innovata Schedules, via Diiio.



Eleven Albany Carrier/ Markets Are Not at Pre-Pandemic Levels While Three Others are No Longer Served

ALB Seat Ratio, December 2021 vs December 2019



Closing Thoughts

- Airline-Airport meeting events (Routes, Jumpstart, airline corporate headquarters visits, virtual meetings) are more important than ever: airlines look beyond traffic data to understand drivers for relative advantage
- As financial situation of airports recovers, air service development expected to be even more competitive
- Continuous communication with incumbents and new airlines on the recovery of outbound/inbound business travel
- Expect Nothing, Earn Everything

AGENDA ITEM NO. 10

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

AGENDA ITEM NO. 10.1

**Professional Service Contract: 3-Year Contract
Extension: Amendment No. 6 to Professional Services
Contract No. S371: Passenger Information Services
with the Albany County Convention & Visitors Bureau**

AGENDA ITEM NO: 10.1
MEETING DATE: November 8, 2021

ALBANY COUNTY AIRPORT AUTHORITY
REQUEST FOR AUTHORIZATION

ACAA Approved
11/08/2021

DEPARTMENT:

Contact Person: *Philip F. Calderone, Chief Executive Officer*
Christine C. Quinn, Authority Counsel

PURPOSE OF REQUEST:

Professional Service Contract: *3-Year Contract Extension: Amendment No. 6 to Professional Services Contract No. S371: Passenger Information Services with the Albany County Convention & Visitors Bureau*

CONTRACT AMOUNT:

Base Amount: \$121,210/yr

BUDGET INFORMATION:

Anticipated in Current Budget: Yes J No ___ NA ___

FISCAL IMPACT - FUNDING (Dollars or Percentages)

Federal _____ State _____ Airport 100% NA _____
Funding Source: Airport Operating Budget

JUSTIFICATION:

Authorization is requested for a three-year extension of the current contract with the Albany County Convention and Visitors Bureau, Inc. (ACCVB) for the continued operation of the Airport's Information Desk. The extended term will be for calendar years 2022-2024. The ACCVB provides service to travelers requesting travel and Airport information. The fee to the ACCVB for year 2022 shall be \$121,210. It will be increased each year by an amount not to exceed 2% to be mutually agreed.

The justification to extend the current contract with the ACCVB is as follows:

- 1. The ACCVB has access to the regional travel destinations and promotes tourism throughout the Capital District and beyond. This information is offered to travelers at the Information Desk.*
- 2. The ACCVB employs and trains staff which has knowledge of the region and local travel destinations as well as Airport functions.*

AGENDA ITEM NO: 10.1
MEETING DATE: November 8, 2021

3. *The ACCVB's budgeted amount is less than the amount that the Authority or AFCO AvPORTS Management, LLC would be for comparable services.*

CHIEF EXECUTIVE OFFICER'S RECOMMENDATION:

Recommend approval.

FINAL AGREEMENT SUBJECT TO APPROVAL BY COUNSEL: YES ✓ NA

BACK-UP MATERIAL: *Please refer to the attached.*

1. *October 5, 2021 Proposal from Jill Delaney, President/CEO of Albany County Convention & Visitors Bureau*
2. *Amendment No. 6 (Draft)*



PROPOSAL FOR PROFESSIONAL SERVICES

ALBANY INTERNATIONAL AIRPORT INFORMATION CENTER 2022 – 2024

Staffing – Proposed New Hours

- Staffed by 20 part-time employees
- **Hours of Operation:**
7:00 am – 8:00 pm Monday – Friday
7:00 am – 7:00 pm Saturday – Sunday
- **Shifts are as follows:**
Monday – Friday 7:00am-1:00pm/ 10:00am-5:00pm/ 1:00pm-8:00pm
Saturday – Sunday 7:00am-1:00pm/ 12:00pm-7:00pm
- **Holiday Hours:**
Thanksgiving, Christmas Eve, Christmas, New Years Eve – 7:00am-5:00pm
- Average number of customer inquiries 2019-2021: 54,000

Travel/ Tourism Assistance

- Distribution of regional travel information
- Staffed tourist information center
- Bus ticketing services

Communications

- Main resource for airport, flights, ground transportation and tourist information as well as paging services

Maintenance

- Routine maintenance of the desk and the equipment will remain the responsibility of the Airport Authority.
- We recommend that appropriate operations staff inspect the condition of the information center as least twice per year.
- We request that the Airport Authority consider updating the Information Center sign on the wall behind the desk with one that includes the Discover Albany logo and the words Visitor Services, to better reflect all services offered.

Contract Terms

- 3 year contract 2022-24.
- An increase not to exceed 2% to the Annual Budget will be added each subsequent year. This percentage will be mutually negotiated annually. Discover Albany derives additional income through bus ticket commission.

Budget

Total worker hours per week: 126

105 @ 14.00	1470
21 @ 26.50	<u>557</u>
	2,027
Benefits @ 10%	203
Estimated weekly payroll	2,230
Total Estimated Annual Payroll	115,960
Supplies	200
Telephone	150
Parking	400
Admin/ Professional Fees	<u>4,500</u>
Total Annual Budget	121,210

**AMENDMENT NO. 6 TO
CONTRACT NO. S-371**

AT THE ALBANY COUNTY AIRPORT

THIS AMENDMENT is made and entered into effective the ___ day of _____, 20___ by and between the **ALBANY COUNTY AIRPORT AUTHORITY** (the "AUTHORITY"), a body corporate and politic constituting a public benefit corporation established and existing pursuant to the Albany County Airport Authority Act enacted by Chapter 686 of the laws of 1993 and set forth in Title 32 of the New York Public Authorities Law, having offices at the Albany International Airport, 737 Albany Shaker Road, Main Terminal, 3rd Floor, Albany, New York, 12211 and **ALBANY COUNTY CONVENTION AND VISITORS BUREAU, INC.**, a New York corporation having its office and principal place of business at 25 Quackenbush Square, Albany, New York 12207.

RECITALS

1. The County of Albany (the "County") is the owner of the Albany International Airport (the "Airport"), located in the Town of Colonie, County of Albany, State of New York.

2. The County and the AUTHORITY have entered into an Airport Lease Agreement, effective as of May 16, 1996, for a term expiring December 31, 2049, whereby the AUTHORITY has the exclusive right to operate, maintain and improve the Airport and do anything else permitted by law, subject only to the restrictions and conditions stated in such Airport Lease Agreement and in accordance with applicable law.

3. The AUTHORITY and the CONSULTANT entered into an Amended and Restated Professional Service Agreement (the "AGREEMENT"), dated January 10, 2006, which has been amended from time to time, for professional services at the Albany International Airport.

4. This AMENDMENT No. 6 to the AGREEMENT has been duly authorized by the AUTHORITY by resolution adopted November 8, 2021.

NOW THEREFORE, In consideration of the mutual covenants contained herein, the parties agree as follows:

- A. Article I, of the AGREEMENT, entitled SERVICES TO BE PERFORMED-TERM is amended as follows: the term of the AGREEMENT will be extended for three (3) years to include calendar years 2022, 2023, and 2024 (through December 31, 2024).
- B. Article III, of the AGREEMENT, entitled FEES is amended as follows:

Article III is amended to increase the amount the Authority agrees to pay and the Consultant agrees to accept as full compensation the annual (and monthly) fees set forth in Schedule "A" and below:

Calendar Year	Annual Compensation	Monthly Compensation
2022	\$121,210	\$10,100.83
2023	not to exceed 2% increase to be mutually determined	
2024	not to exceed 2% increase to be mutually determined	

- C. SCHEDULE "A" entitled SCOPE OF WORK and SCHEDULE OF FEES is amended to include the correspondence, Proposal and Budget from the Consultant dated October 5, 2021, attached hereto.
- D. Except as specifically amended herein, the terms and conditions of the AGREEMENT remain unchanged.

ALBANY COUNTY AIRPORT AUTHORITY

BY: _____
Samuel A. Fresina, Chairman

ALBANY COUNTY CONVENTION AND VISITORS BUREAU, INC.

BY: _____
Jill Delaney, President/CEO

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

On this ____ day of _____, 20____, before me personally came and appeared **Samuel A. Fresina**, to me known to be the person who executed the above instrument, who, being duly sworn, did depose and say that he resides in the County of Albany, that he is the Chairman of the Albany County Airport Authority, the public benefit corporation described in, and which executed, the foregoing instrument; that he executed the foregoing instrument in the name of the Albany County Airport Authority pursuant to a resolution adopted by the Albany County Airport Authority on **November 8, 2021**; and that he signed; and that he signed his name thereto by like authorization.

Notary Public

STATE OF)
)ss.:
COUNTY OF)

On this ____ day of _____, 20____, before me personally came **JILL DELANEY**, to me personally known, who, being duly sworn, did depose and say that she is the Chief Executive Officer/President of the Albany County Convention and Visitors Bureau, Inc., the corporation described in, and which executed the above instrument; that she knows the seal of said corporation; that the seal affixed to said instrument is such corporate seal; that it was affixed by order of the Board of Directors of said corporation; and that she signed his name thereto by like order.

Notary Public

Schedule “A”
Scope of Services and Schedule of Fees

AGENDA ITEM NO. 10.2

**Issue Purchase Order for Purchase of a new LED
High Mast Lights for the Terminal**

AGENDA ITEM NO: 10.2
MEETING DATE: November 08, 2021

ALBANY COUNTY AIRPORT AUTHORITY
REQUEST FOR AUTHORIZATION

ACAA Approved
11/08/2021

DEPARTMENT:

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

PURPOSE OF REQUEST:

Issue Purchase Order for Purchase of a new LED High Mast Lights for the Terminal

CONTRACT AMOUNT:

Total Contract Amount: \$188,832.65

BUDGET INFORMATION:

Federal Airport Improvement Program

Anticipated in Current ALB Capital Plan : Yes ✓ No NA

Funding Account No.: CPN 2005

FISCAL IMPACT – FUNDING

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

Term of Funding: 2021-2022

Grant No. : N/A State PIN: N/A

JUSTIFICATION:

Request is made to approve the purchase of a new LED High Mast 105 lights (materials only) for the Terminal and Air Cargo aprons. The existing low pressure sodium lights have been in place since the Terminal was built. They have degraded in their ability to adequately illuminate the Terminal and Air Cargo aprons where the aircrafts are loaded, fueled and parked. The diminished ability to light the area presents a hazard to passengers, airline personnel and Airport Building and Airfield maintenance staff especially during rain or snow events. The new LED lights have been specifically designed for the Airports use and will provide the proper lighting. Additionally since they are LED replacing 105 lights will greatly reduce the electrical demands for the Airport.

CHIEF EXECUTIVE OFFICER'S RECOMMENDATION:

Recommend approval.

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

AGENDA ITEM NO: 10.2
MEETING DATE: November 08, 2021

PROCUREMENT DEPARTMENT APPROVAL:

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

BACK-UP MATERIAL:

Please refer to attached quotes from H & Z Electric Supply, Wolberg Electric, Gexpro Electric and Grainger; and

Testing and specifications from Lightspec, LLC.



HZ - LATHAM
 22 WADE ROAD
 LATHAM, NY 12110-3518
 518-785-6677
 Fax 518-785-3979



Quotation

QUOTE DATE	QUOTE NUMBER	PAGE NO.
09/15/2021	S118967509	1 of 1
CUST PO#:		
JOB/REL#:		

QUOTE TO:

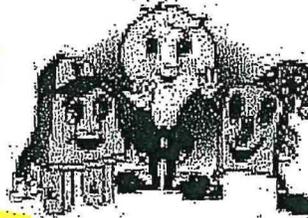
SHIP TO:

ALBANY INTERNATIONAL AIRPORT
 MAIN TERMINAL SUITE 300
 737 ALBANY SHAKER RD
 ALBANY, NY 12211-1001

ALBANY INTERNATIONAL AIRPORT
 MAIN TERMINAL SUITE 300
 737 ALBANY SHAKER RD
 ALBANY, NY 12211-1001

CUSTOMER NUMBER	CUSTOMER PHONE	ORDERED BY	SALESPERSON	
67875	518-242-2222		HOUSE ACCOUNT	
WRITER	SHIP VIA	TERMS	EXPIRATION DATE	FREIGHT EXEMPT
TRISCINNY LEE 518-785-6677	PICK UP	2% 10TH, NET 15TH	10/15/2021	No
ORDER QTY	DESCRIPTION		UNIT PRICE	EXT PRICE
LOT	^LOT ITEM: BEACON BEACON LIGHTING This Lot Shipment Consists of:		188832.650	188832.65
<u>Order Qty</u>	<u>Description</u>			
63	MA/F/192L-610/5K7/N/UNV/K/DBT Type: A SubType:			
42	MA/F/192L-610/5K7/N/480/K/DBT Type: B SubType:			
Prices listed on this quotation are subject to change without notice beyond expiration date, include only the equipment listed and do not include any sales tax unless noted otherwise. Expiration date does not apply to commodity pricing which may be subject to change after 24 hours. Special order items cannot be cancelled unless the manufacturer permits cancellation.			Subtotal	188832.65
			Shipping Chgs	0.00
			Amount Due	188832.65

WOLBERG
Electrical Supply Co., Inc.



PROJECT SALES

To: ALBANY AIRPORT

From: JOHN FREIHOFER

Attn: George Otty

Dept: PROJECT SALES

DATE: 9-15-21

PAGES: 6

Urgent **For Review** **Please Reply** **Please Recycle**

MY PHONE: (518) 489-8451 EXT: 8506 WEBSITE: WWW.WOLBERG.COM

MY FAX: (518) 453-3065 MY E-MAIL: JDFREIHOFER@WOLBERGINC.COM

PROJECT NAME: ALBANY AIRPORT APRON

BID NUMBER () BUY NUMBER (XXX) QUOTE GOOD FOR (30 DAYS)

● **Comments:** OUR QUOTATION IS BASED ON THE INFORMATION RECEIVED AND/OR PLANS AND SPECIFICATIONS REVIEWED. WE OFFER PRODUCTS AS SPECIFIED, OR OUR BEST INTERPRETATION THEROF, FOR EQUIPMENT EQUAL TO OR BETTER THAN THAT AS SPECIFIED. WE QUOTE ONLY QUANTITIES AS SHOWN AND PRODUCT AS DESCRIBED. AS SUCH, OUR OFFERING IS SUBJECT TO SPECIFIER APPROVAL AND PURCHASER REVIEW. PLEASE REVIEW BOM AND TERMS VERY CAREFULLY!!!!!!

THANK YOU,

JOHN FREIHOFER

WOLBERG ELECTRICAL SUPPLY INC.

QUOTATION

(PROJECT SALES DEPARTMENT)
35 INDUSTRIAL PARK ROAD PO BOX 6309
ALBANY, NEW YORK 12206-0309
PHONE: 518-489-8451 FAX: 518-453-3065

Date: 9/15/2021
Quote Expires: 10/14/2021

Prepared by: John Freihofer
Email: JDFREIHOFFER@WOLBERGINC.COM

TO: ALL INTERESTED BIDDERS
Request By:

BUY#

Terms: Net 30 Days
Delivery: Per Factory
Freight Terms: Where Stated

JOB DESCRIPTION	
PROJECT:	ALBANY AIRPORT APRON

QTY	TYPE	MFG	CATALOG # / DESCRIPTION	AMOUNT
			**** LIGHTING **** ...LOT NET FOR ATTACHED LIGHTING BOM ALB21-60440-1... ..LOT BILL	\$190,000.00
"ALL SUBJECT TO REVIEW , APPROVAL & CREDIT APPROVAL" * Sales Tax, Freight Charges, and Credit Card Fees are not included in quoted price!				
SELLING TOTAL				

This quote is the best interpretation of the information given to us for quotation. It is the responsibility of the buyer to verify this B.O.M meets the specifications and quantities for this project. We are only quoting what is stated... All terms & conditions apply to this quote. *Restocking/Freight Charges will apply if materials are "Non-Stock" items for Wolberg Electric*

John Freihofer EXT: 8506
PREPARED BY

September 15, 2021
DATE

Date: Sep 14, 2021

Quote: ALB21-60440-1

Quote

Page 1/1



Lightspec, LLC
48 4th Street
Troy NY 12180
Phone: (518) 371-9214
Fax:
From: Ed Kennedy
Quoter Ph:
Email: ekennedy@lightspec.com

Project ALBANY AIRPORT APRON SAMPLE - BUY

Location Quote ALB21-60440-1

To: Mike Benoit
WOLBERG ELECTRIC SUPPLY
35 INDUSTRIAL PARK ROAD
P O BOX 6309
ALBANY NY 12206
Phone: (518) 489-8451
EMail: mrbenoit@wolberginc.com

For
Bid Date Sep 2, 2021
Expires Oct 2, 2021
Architect: NO ARCHITECT
Design Build: DESIGN BUILD-ALB

Wolberg Elec Sply Co, Inc
35 Industrial Park Rd
Albany, NY 12206

QTY	Type	MFG	Part
63	A	BEAC	MA/F/192L-610/5K7/N/UNV/K/DBT
42	B	BEAC	MA/F/192L-610/5K7/N/480/K/DBT

Total:

Terms and conditions of sale:

In some cases, order processing, submittals, releases and shipping times may be extended during these turbulent times. If delivery is crucial, please communicate your requirements with our team to get firm commitments prior to ordering

Subject to manufacturer's published terms and conditions of sale.
Manufacturer terms vary per distributor and are available upon request.
It is the Distributors responsibility to review those terms prior to order placement.
Quotation is void if quantities or product changes are made.
All quotes are subject to design team or owner approval.
Lamps or spare parts are not included unless otherwise stated.
All products are quoted with standard factory warranties unless otherwise stated.
Quotations are non-binding; the company has the right to accept or deny any purchase order, based on this quotation, at its sole discretion.

Global supply chain disruptions are continuing to drive significant increases to material and transportation costs. Despite all efforts on our manufacturers' part, price increases are coming across the board. We cannot guarantee any pricing beyond 10 days.

Mfg Terms:	Freight Allowance	Minimum Order
HUBB HUBBELL LIGHTING	Freight Allowed	\$50.00
MINIMUM ORDER:\$50 / \$25 PARTS		
FREIGHT TER EFF 2/1/21, FREIGHT ALLOWANCE MINIMUM IS \$2,000 / MAY BE COMBINED WITH OTHER GREENVILLE PRODUCTS TO MEET MINIMUM		

WOLBERG

Electrical Supply Co., Inc.

Disclaimer

Given the variety of products, it is impossible for Wolberg, its employees and agents to give advice on the suitability of our products for a specific application. It is the Buyer's responsibility to obtain and apply expertise specific to their situation as to a particular product application. The Buyer is responsible for determining the suitability of the products Wolberg sells for their different applications and that the products are installed and utilized in accordance with manufacturer specifications, all local, state, and federal regulations and laws and all applicable health and safety standards.

Wolberg has made all reasonable efforts to accurately present the information in its catalogues therefore shall not be responsible for any incorrect information which may result from unintentional oversight. Due to continuous product improvements, the product specifications as stated in the catalogues are subject to change at any time and without notice. The Buyer is responsible for consulting a sales representative of Wolberg for detailed information and to determine any changes of information in the catalogue.

Terms and Conditions of Quotation and Sales

1. Acceptance

"Any order, written or verbal emanating from a quotation (hereinafter referred to as a "contract"), will only be accepted by Wolberg under the terms and conditions set out below, unless otherwise agreed in writing."

2. Quotations and Prices

Written quotations automatically expire after (30) calendar days from the date issued unless sooner terminated by notice or explicitly stated otherwise. Wolberg's publications are maintained as sources of general information and are not quotations or offers to sell.

3. Sales, Use, and Similar Taxes

Unless otherwise specifically agreed, the amount of any sales, use, excise taxes, or any similar taxes for which Wolberg is legally liable, either initially or through failure of payment by Buyer, shall be added to the price quoted or to the purchase price and Buyer agrees to pay the same to Wolberg and/or to hold Wolberg harmless therefrom.

4. Variations in Duties and Taxes

Buyer shall bear any increases, after the date of any contract, in or any new imposition of duties, levies or taxes relating to the product sold hereunder. Buyer shall further bear any additional cost and expense to Wolberg due to increases, subsequent to the date of any contract, in freight or insurance rates pertaining to the product sold. The same shall apply to currency exchange fluctuations.

5. Payment

Payment is due no later than thirty (30) days after the date of Wolberg's invoice for the goods. Wolberg may require prepayment of some or all of the invoice amount prior to delivery. Wolberg may at its option charge interest expense on any balance outstanding more than thirty (30) days at a rate of 1.5% (one and one-half percent) per month.

6. Security Interest and Title

Pursuant to the Uniform Commercial Code, a contract shall serve as the security agreement, reserving in Wolberg a security interest in the goods until full payment of purchase price. The provisions of the Uniform Commercial Code regarding security interest shall have preference and apply if inconsistent with other terms of the conditions of sale herein. In jurisdictions where the Uniform Commercial Code does not apply, title to the goods shall remain in Wolberg or its assigns until full payment of the purchase price. Buyer agrees to execute forthwith any and all documents in such as Wolberg may require for filing or recording the security interest under the Uniform Commercial Code with the proper registers or offices, or for filing or recording the conditional sales contract.

7. Buyer's Default

Upon Buyer's default, Wolberg may make any disposition of the goods that it deems fit and, if it desires to resell the same, may do so at private or public sale, with or without notice, and with or without the property being at the sale, subject, however, to applicable Federal and State Laws. Wolberg or its assigns shall have the right to bid at such sale and may become the purchaser of the property. The proceeds of the sale shall first be applied to the expenses incurred in retaking, repairing, storing and selling the goods, reasonable attorney fees included, and then shall be applied to the payment of the balance due under a contract. Any surplus remaining shall be paid to Buyer. If a deficiency results after resale, the Buyer agrees to pay same forthwith, together with reasonable attorney fees, for the recovery thereof incurred by Wolberg.

WOLBERG

Electrical Supply Co., Inc.

8. Goods in Transit

If prior to delivery or while the goods is in transit, Buyer becomes bankrupt or insolvent, or any petition in bankruptcy or for reorganization, or for a state court receivership is filed against Buyer, then Wolberg may forthwith terminate a contract by giving written notice of such termination, and may take possession of any goods theretofore sold to Buyer, in connection with which the full purchase price has not been paid. Any such steps shall not prejudice Wolberg's rights to any amounts then due under said contract.

9. Refusal or Delivery or Order Cancellation

(a) If Buyer refuses to accept delivery of any goods tendered for delivery hereunder, then Wolberg, without prejudice to Wolberg's other lawful remedies, may either store or cause such goods to be stored in a warehouse, for Buyer's account and at Buyer's cost, risk and expense, or sell such goods (without notice) to any Buyer at public or private sale, and hold Buyer liable for any difference between (i) the contract price for such goods stipulated herein and (ii) the price at which such goods are resold less the costs and expense of such resale including shipping and brokerage costs.

(b) In the event of cancellation of an order, once entered, Wolberg will be entitled to a cancellation charge not to exceed its cost plus anticipated profit. Alternatively, if the equipment ordered can be restocked or reasonably used for other customers a restocking charge will apply.

10. Shipment as Unit

Each shipment by Wolberg shall be treated as a separate and distinct unit, but only with respect to forwarding, terms of payment, and the making of claims by Buyer; however, if Buyer defaults in the payment of any obligation to Wolberg or any installments thereof, under any agreement between Buyer and Wolberg, or if Buyer refuses to accept any goods when tendered for delivery or under any contract between Buyer and Wolberg, Wolberg may, on fifteen (15) days written notice to Buyer, either defer further performance until the defaulted payments are made in full, or make future deliveries for cash in advance only, or treat the entire contract or contracts with Buyer as breached by Buyer and pursue its remedies for breach.

11. Delivery

Unless otherwise agreed, delivery of the goods to any carrier shall constitute delivery to Buyer, and thereafter the risk of loss or damage to the goods shall be upon Buyer and therefore all freight claims should be addressed with the freight carrier according to their terms.

12. Insurance

Buyer shall keep the goods insured against damage by fire, water or other casualty as required by Wolberg, with a company acceptable to Wolberg, with loss payable to Wolberg for the total amount owing hereunder, until Wolberg is fully paid. Wolberg, if it so elects, may place said insurance at Buyer's expense; Wolberg may cancel such insurance at any time and without notice and may receive the return premium, if any.

13. Shortage and Non-Conformity

Any claim of shortage or that the goods do not conform with the specifications of the order or model must be made in writing within ten (10) days after delivery of the goods (as to which such claim is made) to Wolberg or its nominees, otherwise such claim shall be deemed waived. In the event that Buyer has a claim of shortage or of nonconformity of the goods to the specifications of the order or the model, and if such claim has been submitted within the required time limits as set forth above, Wolberg shall, at its own expense, make up for the shortage of the goods, or replace or repair the goods, as the case may be, but in no event shall Wolberg be or become liable to Buyer or to any other person or persons for any loss or damage, direct or indirect, nor for loss of profits, business or goodwill, arising out of or caused by the shortage.

14. Return of Equipment

No equipment may be returned without first obtaining Wolberg's authorization. Specially manufactured equipment can be accepted for return or credit only to the extent of value to Wolberg, in each case, to be determined by Wolberg. Equipment accepted for credit, not involving a Company error, shall be subject to Wolberg's published Return for Credit policy. Returned equipment must be securely packed

WOLBERG

Electrical Supply Co., Inc.

to reach Wolberg without damage. Any cost incurred by Wolberg to place equipment into condition for resale will be charged to Buyer.

15. Substitutes

Wolberg may, upon notice to Buyer, furnish suitable substitutes for materials unobtainable because of priorities or regulations established by governmental authority or non-availability of materials from suppliers. The samples, measurements, dimensions and weights contained in Wolberg's catalogues, sales manuals, photographs, and drawings constitute only an approximate guide. Wolberg reserves the right to make any changes that which Wolberg, in its absolute discretion, considers necessary.

16. Limited Warranty

The sole warranty for products distributed by Wolberg is the original equipment manufacturer's warranty.

17. Indemnification

Buyer is responsible for determining the suitability of Wolberg products for Buyer's application and for their installation and use in accordance with all local, state, and federal regulations and laws and applicable health and safety standards, and Buyer agrees to defend, at its expense, all claims and suits asserted or brought against Wolberg, and will indemnify and hold harmless Wolberg from and against any loss sustained as a result of a judgment against Wolberg based on Buyer's application of the goods.

18. Maintenance

Buyer shall use and shall require its employees and agents to use all safety devices and guards and shall maintain the same in proper working order. Buyer shall use and require its employees and agents to use safe operating procedures in operating the equipment. If Buyer fails to meet the obligations herein, Buyer agrees to indemnify and save Wolberg harmless from any liability or obligation with regard to any personal injuries or property damage directly or indirectly connected with the operation of the equipment.

19. Miscellaneous Provisions

(a) The obligation of Wolberg under any contract shall be modified or excused as the case may be, for reasons of Act of God, war, governmental law or regulations, strikes or lockouts, fire, breakdown of machinery, whether in its own business enterprise, or if for any other cause beyond Wolberg's control, the goods cannot be delivered or their delivery becomes delayed in whole or in part. In the above instances, time for delivery shall be extended for the period of the delay caused, with the provision, however, that either party may cancel in writing the undelivered portion of the order if the delay exceeds six (6) months from the delivery date originally confirmed by Wolberg. In no event shall Wolberg become liable in the aforesaid instances to Buyer or any third party for consequential damages or business loss.

(b) Any contract and notice given may be assigned, transferred or negotiated by Wolberg, or the time for the making of any payment due hereunder by Buyer may be extended by Wolberg without derogation of any of the rights of Wolberg or its assigns. Waiver by any party of any default shall not be deemed a waiver of any subsequent default.

(c) A contract may not be assigned by Buyer without prior written consent of Wolberg.

(d) Quotations for material are not considered extensions of credit approval with Wolberg.

(e) Any dispute arising under a contract may be brought before any court of proper jurisdiction in Albany County, New York. Buyer and Wolberg agree to waive trial by jury in any action or other such proceedings arising out of or relating to the goods or a contract.

(f) These Terms and Conditions are governed by the applicable laws of the State of New York.

(g) If for any reason a provision of a contract is legally invalid, then in such event the rest of the contract shall remain in full force and effect.

(h) Any amendment to any contract or contracts shall require the consent in writing of both parties.

(i) The terms and conditions contained herein shall govern in any instance where they conflict with the provisions of any forms used by Buyer.



Quotation

GEXPRO 7119 ALBANY
 21 INTERSTATE AVE
 ALBANY, NY 12205-5318
 518-389-3000
 Fax 518-389-3001

QUOTE DATE	QUOTE NUMBER	PAGE NO.
09/15/2021	S131748126	1 of 1
CUST PO#:	Apron	
JOB/REL#:		

QUOTE TO:

ALBANY COUNTY AIRPORT AUTH
 ALBANY INTL AIRPORT
 ARFF BLDG STE 204 (ENG.DEPT)
 ALBANY, NY 12211

SHIP TO:

ALBANY COUNTY AIRPORT AUTH
 ATTN:MAINTENANCE
 130 SICKER RD
 LATHAM, NY 12110-1571

CUSTOMER NUMBER	CUSTOMER PHONE#	ORDERED BY	OUTSIDE SALESPERSON						
643529	518-378-5948	George Otty	Arthur Picard 7119						
WRITER	WRITER PHONE#	WRITER EMAIL							
Pamela Haldeman 7119	518 389 3009	Pamela.Haldeman@gexpro.com							
INSIDE SALESPERSON	SHIP VIA	TERMS	SHIP DATE						
Pamela Haldeman 7119	DIRECT	Net 30 Days	6-8 wks ARO						
			FREIGHT ALLOWED						
			Yes						
ORDER QTY	DESCRIPTION	UNIT PRICE	EXT PRICE						
	<div style="border: 1px solid black; padding: 5px; text-align: center;"> SHIPPING INSTRUCTIONS CONTACT IS GEORGE OTTY 518-378-5948 </div> <p>Many Rexel USA manufacturing partners have advised that until further notice they reserve the right to amend the delivery date, the price, the scope or quantity of supply and/or other terms and conditions set out in their offer or quotation to the extent affected by the COVID-19 pandemic. Be advised that Rexel USA considers any COVID-19 related changes imposed by manufacturers as outside its reasonable control and subject to Force Majeure provisions.</p>								
LOT	^BEAC LOT ITEM This Lot Shipment Consists of:	194859.223	194859.22						
	<table border="1" style="width: 100%;"> <thead> <tr> <th>Order Qty</th> <th>Description</th> </tr> </thead> <tbody> <tr> <td>63</td> <td>MA/F/192L-610/5K7/N/UNV/K/DBT</td> </tr> <tr> <td>42</td> <td>MA/F/192L-610/5K7/N/480/K/DBT</td> </tr> </tbody> </table>	Order Qty	Description	63	MA/F/192L-610/5K7/N/UNV/K/DBT	42	MA/F/192L-610/5K7/N/480/K/DBT		
Order Qty	Description								
63	MA/F/192L-610/5K7/N/UNV/K/DBT								
42	MA/F/192L-610/5K7/N/480/K/DBT								
	Approx. Lead Time: 6-8 WKS ARO								

All sales transactions are subject to credit approval. Any quotation and all transactions with Rexel are conditioned upon Rexel's Terms and Conditions of Sale located at <http://www.rexelusa.com/terms>. Quotation is valid for 30 days after the date of issue unless otherwise specified. Items subject to governmental tariffs effective on or after quotation will be price in effect at time of shipment unless otherwise specified. Quotation for commodity items is valid for the day of the quote only unless otherwise specified. All applicable taxes will be itemized and charged at the time of sale. Returns may be subject to a restocking fee particularly if returned beyond 90 days from original purchase date. Returns for special orders are subject to vendor authorization before return can be processed.

Subtotal	194859.22
S&H Charges	0.00
Sales Tax	0.00
Total	194859.22

Kathryn Kane

From: Broughton, Jim <James.Broughton@grainger.com>
Sent: Thursday, September 23, 2021 8:17 PM
To: Kathryn Kane
Subject: Re: **[**External**]**: RE: Quote

Hello Katie,
No these fixtures are a custom/ special order. Not covered under contract.

James Broughton
Public Sector Account Manager
Grainger.com
(845) 243-4829

On Sep 23, 2021, at 5:28 PM, Kathryn Kane <KKane@albanyairport.com> wrote:

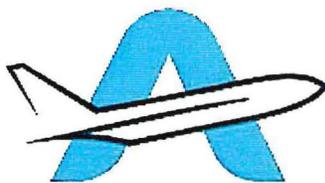
[EXTERNAL EMAIL]: Please do not click links or open attachments if you don't recognize the sender.

Jim,

Thank you for the quote. Just to confirm, this is not under state contract correct?

Katie Kane

Deputy Purchasing Agent



ALBANY
INTERNATIONAL AIRPORT

Phone: (518) 242-2214
Fax: (518) 242-2640
Email: KKane@albanyairport.com
AlbanyAirport.com

From: Broughton, Jim <James.Broughton@grainger.com>
Sent: Thursday, September 23, 2021 4:28 PM
To: George Otty <gotty@albanyairport.com>; Kathryn Kane <KKane@albanyairport.com>
Cc: jonathan <jonathan@tonybairdelectronics.com>
Subject: Quote



Customer Quotation.

Ship To: TBE INC/ALBANY INT AIRPORT 461 E BRIGHTON AVE SYRACUSE, NY 13210-4143 US Shipper Account:	Information Grainger Quote Number 2048775385 Print Date 09/23/2021 Customer Account 887756295 Department Number Contact Name GEORGE OTTY Contact Phone 3154151862 Contact Fax Contact Email gotty@albanyairport.com
--	---

eQuote Information:
 Quote 2048775385 has been delivered to Grainger websites and George Otty has been notified via email that the quote is available for on-line purchasing.

Comments: One or more items may be non-cancelable /non-returnable. Please see item notes below.

Line	Description	MFG Part No	Lead Time Bus.days	Qty.	Unit	Quote Price	Extended Price
10	MA/F/192L-610/5K7/N/UNV/K/DBT Mfr Brand Name HUBBELL BEACON Customer Part No.: Carrier: 11111 - DEFAULT CARRIER Cost expiration date: 11/21/2021 Taxable: NO Notes: Product is Non-Cancelable/Non-Returnable.	MA/F/192L-610/5K7/N/UN	45	63	EA	2,005.98	126,376.74
20	MA/F/192L-610/5K7/N/480/K/DBT Mfr Brand Name HUBBELL BEACON Customer Part No.: Carrier: 11111 - DEFAULT CARRIER Cost expiration date: 11/21/2021 Taxable: NO Notes: Product is Non-Cancelable/Non-Returnable.	MA/F/192L-610/5K7/N/48	45	42	EA	2,121.91	89,120.22

Thank You!

WW GRAINGER INC
Specialized Customer Support
401 S WRIGHT RD
JANESVILLE WI 53546

800-Grainger
www.grainger.com



Customer Quotation.

Information

Grainger Quote Number	2048775385
Print Date	09/23/2021
Customer Account	887756295
Page	2 / 2

Total Sell Price in USD

215,496.96

This is not an invoice. Changes to product or quantities may result in different pricing. Availability and lead times are subject to change and can be confirmed at order placement. Additional lead time may apply for AK and HI. Unless otherwise stated, these items are sold for domestic consumption in the United States. If exported, purchaser assumes full responsibility for compliance with U. S. export control. Contact Sales Rep. or Grainger branch listed below for questions, order placement or to submit a new request. RETURN POLICY: Sourced Product is subject to the manufacturer's return policy and may not be returnable. Please contact Grainger at Customer Care at 1-800-GRAINGER (472-4643) to verify whether your Sourced Product item(s) can be returned. A restocking fee and other charges may apply. Returned Sourced Product must be in new/unused and in original packaging. Customer is responsible for return shipping costs for Sourced Products. No cancellations, refunds or credits are allowed for items marked in Sourced Product quotations or invoices as "Non-Cancellable" or "Non-Returnable".

Thank You!

WW GRAINGER INC
Specialized Customer Support
401 S WRIGHT RD
JANESVILLE WI 53546

800-Grainger
www.grainger.com

Page 2 / 2



Tony Baird Electronics, Inc

461 E Brighton Ave
 Syracuse, NY 13210
 315-422-4430
 customerservice@tonybairdelectronics.com
 www.tonybairdelectronics.com

Quote

ADDRESS
 Albany International Airport
 Albany Shaker Rd
 Colonie, NY 12110
 ACCT # 887756295

QUOTE 2048775385
 DATE 09/23/2021
 EXPIRATION DATE 11/21/2021

SALES REP
 Jonathan Bentley

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	Grainger Order	MA/F/192L-610/5K7/N/UN/V/DBT, Hubbell Beacon, MFG# MA/F/192L610/5K7/N/UN *(Lead Time is 9 Weeks) ***PLEASE NOTE THAT THIS ITEM IS NON-CANCELABLE AND NON-RETURNABLE***	63	2,005.98	126,376.74T
	Grainger Order	MA/F/192L-610/5K7/N/480/K/DBT, Hubbell Beacon, MFG# MA/F/192L610/5K7/N/48 *(Lead Time is 9 Weeks) ***PLEASE NOTE THAT THIS ITEM IS NON-CANCELABLE AND NON-RETURNABLE***	42	2,121.91	89,120.22T

Equipment Terms and Conditions: Net 30. Late charge of 1.5% per month.	SUBTOTAL	215,496.96
Return Material Authorization Terms and Conditions: COPPER CABLE PRICES VALID 14 DAYS	TAX (0%)	0.00
Freight Prepay and Add Unless Otherwise Indicated. 3% SURCHARGE FOR CREDIT CARD PAYMENTS	TOTAL	\$215,496.96

Accepted By

Accepted Date

Equipment returns subject to the return policy of the respective manufacturer and must be returned in the original manufacturer packaging. As a result, customer credit for equipment return is contingent upon manufacturer approval. This document constitutes a legally binding contract. The person signing this document is authorized to purchase these services or products on behalf of the purchaser.



Transmittal

Lightspec, LLC
48 4th Street
Troy NY 12180
Phone: (518) 371-9214
From: Kevin Gibson

Project ALBANY AIRPORT APRON SAMPLE
Quote# ALB21-60440
Location
Contact:

ATTACHED WE ARE SENDING YOU 1 COPY OF THE FOLLOWING ITEM:

- Drawings
- Prints
- Plans
- Specifications
- Information
- Submittals
- Other:

THESE ARE TRANSMITTED FOR:

- Prior Approval
- Approval
- Approval as Submitted
- Approval as Noted
- Resubmittal for Approval
- Corrections
- Your Use
- Review and Comment
- Record Bids due on:
- Other:

Qty	Type	MFG	Part
63	A	BEACON PRODUCTS	MA/F/192L-610/5K7/N/UNV/K/DBT
42	B	BEACON PRODUCTS	MA/F/192L-610/5K7/N/480/K/DBT

Submitted by Lightspec, LLC



Job Name:
ALBANY AIRPORT APRON SAMPLE
Architect: NO ARCHITECT
Contractor: NO CONTRACTOR

Catalog Number:
MA/F/192L-610/5K7/N/UNV/K/DBT

Notes:

Type:

A

ALB21-60440



Matrix

FLOODLIGHT LUMINAIRE

FEATURES

- High lumen, high mounting height applications with outputs exceeding 67,000 lumens
- Adjustable knuckle with 10° increments
- Complimenting aesthetic to Matrix Area luminaire
- Protective glass lens
- Superior optical and glare control options

DATE: _____ LOCATION: _____

TYPE: _____ PROJECT: _____

CATALOG #: _____



MATRIX

RELATED PRODUCTS

8 [Matrix MAA](#)



CONTROL TECHNOLOGY



SPECIFICATIONS

CONSTRUCTION

- Manufactured with die cast aluminum
- External hardware is corrosion resistant
- One piece optical cartridge system consisting of an LED engine, optics, gasket and stainless steel bezel
- Light engine assembly can be field replaced as a one piece optical system
- Silicone gasket ensures a weather-proof seal around each individual optic
- Glass enclosed optics enable high angle aiming
- IFS polyester powder-coat electrostatically applied and thermocured. IFS finish consists of a five stage pretreatment regimen with a polymer primer sealer and top coated with a theroset super TGIC polyester powder coat finish
- The finish meets the AAMA 2604 performance specification which includes passing a 3000 hour salt spray test for corrosion resistance and resists cracking or loss of adhesion per ASTM D522 and resists surface impacts of up to 160 inch-pounds

ELECTRICAL

- Luminaire accepts 100V through 277V, 347V, or 480V input, 50 Hz to 60 Hz
- Power factor is $\geq .90$ at full load
- Dimming drivers are standard, but must contact factory to request wiring leads for purpose of external dimming controls

ELECTRICAL (CONTINUED)

- Component-to-component wiring within the luminaire may carry no more than 80% of rated load and is certified by UL for use at 600VAC at 90°C or higher
- Fixture electrical compartment shall contain all LED driver components and optional push-button terminal block for AC power connections with the exception of yoke mount
- Ambient operating temperature -40°C to 40°C
- Surge protection - 20kA, ANSI/IEEE category C high

INSTALLATION

- Adjustable knuckle and post top mount designed to slip fit a 2" tenon that is 2 3/8" OD by 4" in length
- Knuckle mount luminaire can adjust in 10° increments. Limited to 30° vertical tint

CONTROLS

- Available with an optional passive infrared (PIR) motion sensor capable of detecting motion 360° around the luminaire. When no motion is detected for the specified time, the motion response system reduces the wattage to factory preset level, reducing the light level accordingly. When motion is detected by the PIR sensor, the luminaire returns to full wattage and full light output. Please contact Beacon Products if project requirements vary from standard configuration
- Available with Energeni for optional set dimming, timed dimming with simple delay, or timed dimming based on time of night (see www.beaconproducts.com/products/energeni)

CONTROLS (CONTINUED)

- Matrix can be specified with SiteSync™ wireless control system for reduction in energy and maintenance costs while optimizing light quality 24/7. For more details, see ordering information or visit: www.hubbellighting.com/sitesync

CERTIFICATIONS

- DesignLights Consortium (DLC) qualified, consult DLC website for more details: <http://www.designlights.org/QPL>
- Certified to UL 1598, UL 8750, and CSA C22.2 No. 250.0
- 1.5G rated for ANSI C136.31
- IP66 optical assembly
- IDA approved
- This product qualifies as a "designated country construction material" per FAR 52.225-11 Buy American-Construction Materials under Trade Agreements effective 06/03/2020. See [Buy American Solutions](#).

WARRANTY

- 5 year warranty
- See [HLI Standard Warranty](#) for additional information

KEY DATA	
Lumen Range	26,000–72,000
Wattage Range	265–610
Efficacy Range (LPW)	92–122
Fixture Projected Life (Hours)	L70 > 340,000
Weight lbs. (kg)	80–86 (36–39.1)





Job Name:
ALBANY AIRPORT APRON SAMPLE
Architect: NO ARCHITECT
Contractor: NO CONTRACTOR

Catalog Number:
MA/F/192L-610/5K7/N/UNV/K/DBT

Type:

A

Notes:

ALB21-60440



Matrix
FLOODLIGHT LUMINAIRE

DATE: _____ LOCATION: _____

TYPE: _____ PROJECT: _____

CATALOG #: _____

ORDERING GUIDE

Example: MAF-192L-610-5K7-N-UNV-K-BLT

CATALOG # _____

ORDERING INFORMATION

MA/F	Engine	CCT/CRI ¹	DISTRIBUTION	Voltage	Mounting	Color
MA/F Matrix	104L-265 265W, 30,000 lm	5K7 5000K, 70 CRI	N 2x2 Flood	UNV 120-277V	K Knuckle (10° adjustable fitter)	BLT Black Matte Textured
	104L-300 300W, 33,000 lm	4K7 4000K, 70 CRI	M 4x4 Flood	347 347V		BLS Black Gloss Smooth
	104L-330 330W, 35,000 lm	3K7 3000K, 70 CRI	W 6x6 Flood	480 480V		DBT Dark Bronze Matte Textured
	148L-380 380W, 42,000 lm					DBS Dark Bronze Gloss Smooth
	148L-425 425W, 46,000 lm					GTT Graphite Matte Textured
	148L-470 470W, 50,000 lm					LGS Light Grey Gloss Smooth
	192L-490 490W, 55,000 lm					PSS Platinum Silver Smooth
	192L-550 550W, 60,000 lm					WHT White Matte Textured
	192L-610 610W, 65,000 lm					WHS White Gloss Smooth
						VGT Verde Green Textured
						Color Option
						CC Custom Color

Controls Options	
7PR	7-PIN receptacle only ⁷
7PR-TL	7-PIN receptacle w/ twist lock photo control
7PR-SC	7-PIN receptacle w/ shorting cap
2PF	2 power feed with 2 drivers
GENI	Energeni ^{1,2}
PC	Button Photocell ¹
SCP/40F	Programmable Line Voltage sensor ^{3,4}
SWP	SiteSync Pre-Commission ^{1,5}
SWPM/40F	SiteSync Pre-Commission w/Sensor ^{1,5}

Options	
FL	Louver
SF120	120V Fuse
SF277	277V Fuse
SF347	347V Fuse
DF208	208V Fuse
DF240	240V Fuse
DF480	480V Fuse

Control Options (Order Separately)

NX Stand Alone

NXOFM-1RID-UNV On-fixture Module (7-pin), On / Off / Dim, Daylight Sensor with HubbNET Radio and Bluetooth® Radio, 120-480VAC

Sensor Controls

- SWUSB*** SiteSync interface software loaded on USB flash drive for use with owner supplied PC (Windows based only). Includes SiteSync license, software and USB radio bridge node.
- SWTAB*** Windows tablet and SiteSync Interface software. Includes tablet with preloaded software, SiteSync license and USB radio bridge node.
- SWBRG*** SiteSync USB radio bridge node only. Order if a replacement is required or if an extra bridge node is requested.
- SCPREMOTE** Order at least one per project location to program and control
- SW7PR+** SiteSync 7 Pin on fixture module On/Off/Dim, Daylight Sensor 120-480VAC

wISCAPE® – Wireless

WIR-RME-L wISCAPE external control node

For additional information related to these accessories please visit www.hubbellcontrolsolutions.com. Options provided for use with integrated sensor, please view specification sheet ordering information table for details.

Accessories (Order Separately)

- MAF-FL** Louver (Set of two)
- MAF-FV-XX**** Visor (Set of two)
- MAF-FVY-XX**** Yoke Visor (Set of two)

Notes:

- Not available with other sensor or wireless control options
- Specify routine setting code (example GENI-04). See ENERGENI brochure and instructions for setting table options
- Photocell included with sensor, additional photocontrol not recommended
- Order at least one SCPREMOTE per project location to program and control the occupancy sensor
- Specify group and zone at time of order. See www.hubbell-automation.com/products/sitesync/ for more details
- Does not include glass lens, limit to 30° tilt
- Shorting cap, photo control, or wireless control provided by others
- When ordering SiteSync at least one of these two interface options must be ordered per project
- Available as a SiteSync retrofit solution for fixtures with an existing 7pin receptacle
- Replace XX with color choice, eg. DB for Dark Bronze



Submitted by Lightspec, LLC



Job Name:
ALBANY AIRPORT APRON SAMPLE
Architect: NO ARCHITECT
Contractor: NO CONTRACTOR

Catalog Number:
MA/F/192L-610/5K7/N/UNV/K/DBT

Notes:

Type:

A

ALB21-60440



Matrix

FLOODLIGHT LUMINAIRE

CONTROLS

NX Distributed Intelligence™ Lighting Controls:

Supports both indoor and outdoor applications in a variety of deployment options- wired, wireless, hybrid. Integrates with and enables a wide array of luminaires including those with SpectraSync Color Tuning Technology.



NX Integrated Controls Reference								
NX Option	Sensor	Networkable	Scheduling	Occupancy	Daylight Harvesting	0-10V Dimming	On/off Control	Bluetooth® App Programming
NX Networked – Wired								
<u>NXOFM-1R1D-UNV</u>	SCLNX	Yes	Yes	Yes	Yes	Yes	Yes	Yes, Bluetooth App

SiteSync – Precommissioned Ordering Information:

When ordering a fixture with the SiteSync lighting control option, additional information will be required to complete the order. The SiteSync Commissioning Form or alternate schedule information must be completed. This form includes Project location, Group information, and Operating schedules. For more detailed information please visit [the SiteSync family page on our website](#) or contact Hubbell Lighting tech support at (864) 678-1000.



SiteSync fixtures with Motion control (SWPM) require the mounting height of the fixture for selection of the lens.

Examples: MAF-192L-610-5K7-N-UNV-K-BLT-SWP SiteSync only
 MAF-192L-610-5K7-N-UNV-K-BLT-SWPM-40F SiteSync with Motion Control

SiteSync 7-Pin Module:

- SiteSync features in a new form
- Available as an accessory for new construction or retrofit applications (with existing 7-Pin receptacle)
- Does not interface with occupancy sensors



SW7PR

wiSCAPE™:

Supports remote management, monitoring and metering of outdoor wireless lighting applications such as smart campuses, smart cities, parking lots, parking lots and roadways.



wiSCAPE Reference								
wiSCAPE Option	Sensor	Networkable	Scheduling	Occupancy	Daylight Harvesting	0-10V Dimming	On/off Control	Bluetooth® App Programming
Networked – Wireless								
<u>WIR-RME-L</u>	WIR-RME-L	Yes	Yes	No	Yes	Yes	Yes	wiSCAPE Gateway





Job Name:
ALBANY AIRPORT APRON SAMPLE
Architect: NO ARCHITECT
Contractor: NO CONTRACTOR

Catalog Number:
MA/F/192L-610/5K7/N/UNV/K/DBT

Notes:

Type:

A

ALB21-60440



Matrix

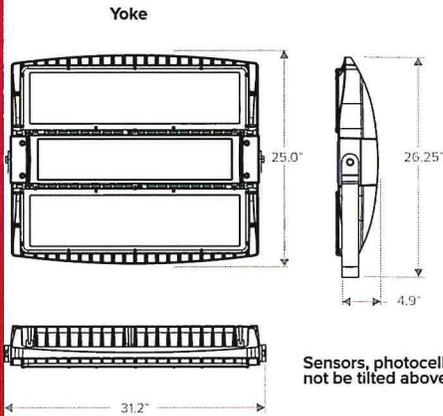
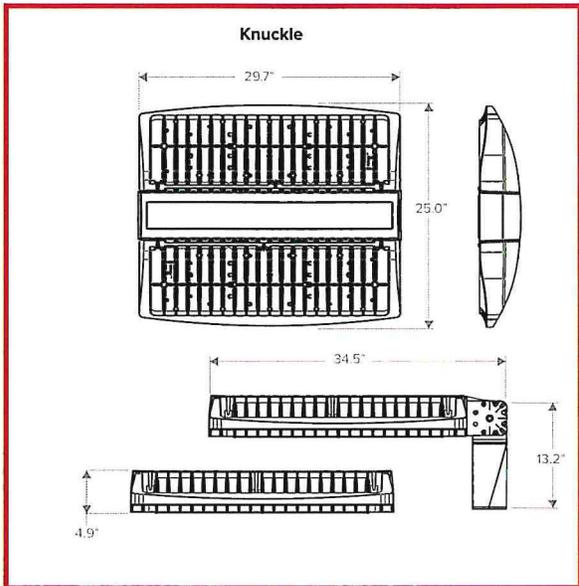
FLOODLIGHT LUMINAIRE

DIMENSIONS

DATE: _____ LOCATION: _____

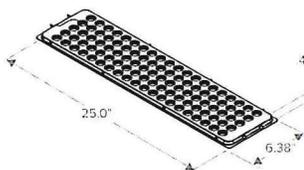
TYPE: _____ PROJECT: _____

CATALOG #: _____

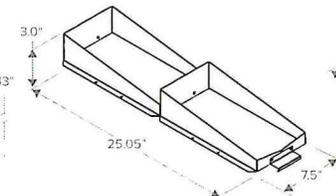


Sensors, photocells and wireless controls should not be tilted above horizontal.

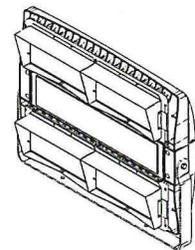
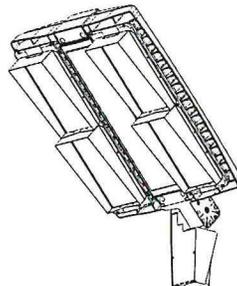
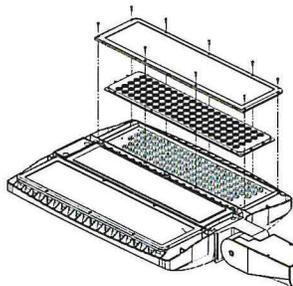
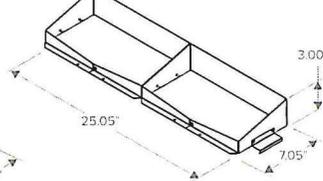
MAF-FL
(Louvre)



MAF-FV-XX
(Visor - Set of two)



MAF-FVY-XX
(Yoke Visor - Set of two)



Submitted by Lightspec, LLC



Job Name:
ALBANY AIRPORT APRON SAMPLE
Architect: NO ARCHITECT
Contractor: NO CONTRACTOR

Catalog Number:
MA/F/192L-610/5K7/N/UNV/K/DBT

Notes:

Type:

A

ALB21-60440



Matrix
FLOODLIGHT LUMINAIRE

DATE: _____ LOCATION: _____

TYPE: _____ PROJECT: _____

CATALOG #: _____

PERFORMANCE DATA

System Watts 120-277V	Distribution Type	5K7 (5000K nominal, 70 CRI)			4K7 (4000K nominal, 70 CRI)			3K7 (3000K nominal, 70 CRI)		
		Lumens	LPW ¹	Max Beam Candlepower	Lumens	LPW ¹	Max Beam Candlepower	Lumens	LPW ¹	Max Beam Candlepower
265	N	30726	116	317935	29660	112	306902	28318	107	293020
	M	28834	108	88608	27834	104	85534	26575	99	81664
	W	29370	109	22723	28351	106	21935	27069	101	20942
300	N	33617	113	347849	32450	109	335778	30983	104	320590
	M	31547	105	96946	30453	101	30453	29075	97	89348
	W	32134	106	24861	31019	103	23999	29616	98	22913
330	N	36308	109	375698	35048	105	362661	33463	100	346256
	M	34073	101	104707	32891	97	101073	31403	93	96501
	W	34706	102	26852	33502	99	25920	31986	94	24747
380	N	43726	116	452447	42208	112	436746	39919	106	413059
	M	41034	108	126097	39610	104	121721	37461	98	115120
	W	41796	109	32337	40346	106	31215	38158	100	29522
425	N	47840	113	495017	46179	109	477838	43675	103	451923
	M	44894	105	137961	43336	101	133174	40986	95	125951
	W	45729	106	35380	44142	102	34152	41748	97	32300
470	N	51670	109	534648	49877	105	516094	47172	99	488104
	M	48488	101	149006	46806	97	143835	44267	92	136035
	W	49390	102	38212	47676	99	36886	45090	93	34886
490	N	56725	116	586958	54757	112	566589	51787	106	535861
	M	53233	108	163585	51385	104	157908	48599	98	149344
	W	54222	109	41951	52340	106	40495	49502	100	38299
550	N	62062	113	642184	59909	109	619899	56659	103	586279
	M	58241	105	178977	56220	101	172766	53171	95	163396
	W	59324	106	45898	57265	102	44305	54159	97	41903
610	N	67031	109	693597	64705	105	669528	61196	99	633216
	M	62904	101	193306	60721	97	186598	57428	92	176478
	W	64073	102	49573	61850	99	47853	58495	93	45257

¹ Lumen values are from photometric tests performed in accordance with IESNA LM-79-08. Data is considered to be representative of the configurations shown. Actual performance may differ as a result of end-user environment and application.



Submitted by Lightspec, LLC



Job Name:
ALBANY AIRPORT APRON SAMPLE
Architect: NO ARCHITECT
Contractor: NO CONTRACTOR

Catalog Number:
MA/F/192L-610/5K7/N/UNV/K/DBT

Type:

A

Notes:

ALB21-60440



Matrix
FLOODLIGHT LUMINAIRE

DATE: _____ LOCATION: _____

TYPE: _____ PROJECT: _____

CATALOG #: _____

ELECTRICAL DATA

120-277

PROJECTED LUMEN MAINTENANCE

# of LEDs	Drivers	Drive Current (mA)	Input Voltage (V)	System Power (W)	Current (Amps)
192	2	1000	120	628	5.2
			208		3.0
			240		2.6
			277		2.3
			347		1.8
			480		1.3
	2	900	120	561	4.7
			208		2.7
			240		2.3
			277		2.0
			347		1.6
			480		1.2
2	800	120	493	4.1	
		208		2.4	
		240		2.1	
		277		1.8	
		347		1.4	
		480		1.0	
148	2	1000	120	484	4.0
			208		2.3
			240		2.0
			277		1.7
			347		1.4
			480		1.0
	2	900	120	432	3.6
			208		2.1
			240		1.8
			277		1.6
			347		1.2
			480		0.9
2	800	120	380	3.2	
		208		1.8	
		240		1.6	
		277		1.4	
		347		1.1	
		480		0.8	
104	1	1000	120	336	2.8
			208		1.6
			240		1.4
			277		1.2
			347		1.0
			480		0.7
	1	900	120	300	2.5
			208		1.4
			240		1.3
			277		1.1
			347		0.9
			480		0.6
1	800	120	264	2.2	
		208		1.3	
		240		1.1	
		277		1.0	
		347		0.8	
		480		0.6	

Ambient Temp.	0	25,000	50,000	1TM-21-11 60,000	100,000	Calculated L70 (Hours)
25°C / 77°F	1	0.95	0.90	0.89	0.80	> 340,000
40°C / 104°F	0.99	0.93	0.88	0.86	0.78	> 328,800

¹ Projected per IESNA TM-21-11
Data references the extrapolated performance projections for the base model in a 25°C ambient, based on 10,000 hours of LED testing per IESNA LM-80-08.

Ambient Temperature	Lumen Multiplier	
0°C	32°F	1.05
10°C	50°F	1.02
20°C	68°F	1.01
25°C	77°F	1.00
30°C	86°F	0.99
40°C	104°F	0.98
50°C	122°F	0.96

Use these factors to determine relative lumen output for average ambient temperatures from 0-40°C (32-104°F).

All product and company names, logos and product identifiers are trademarks * or registered trademarks * of Hubbell Lighting, Inc. or their respective owners. Use of them does not necessarily imply any affiliation with or endorsement by such respective owners.



Submitted by Lightspec, LLC



Job Name:
ALBANY AIRPORT APRON SAMPLE
Architect: NO ARCHITECT
Contractor: NO CONTRACTOR

Catalog Number:
MA/F/192L-610/5K7/N/480/K/DBT

Type:

B

Notes:

ALB21-60440



Matrix

FLOODLIGHT LUMINAIRE

FEATURES

- High lumen, high mounting height applications with outputs exceeding 67,000 lumens
- Adjustable knuckle with 10° increments
- Complimenting aesthetic to Matrix Area luminaire
- Protective glass lens
- Superior optical and glare control options



DATE: _____ LOCATION: _____
TYPE: _____ PROJECT: _____
CATALOG #: _____



RELATED PRODUCTS

8 Matrix MAA

CONTROL TECHNOLOGY



SPECIFICATIONS

CONSTRUCTION

- Manufactured with die cast aluminum
- External hardware is corrosion resistant
- One piece optical cartridge system consisting of an LED engine, optics, gasket and stainless steel bezel
- Light engine assembly can be field replaced as a one piece optical system
- Silicone gasket ensures a weather-proof seal around each individual optic
- Glass enclosed optics enable high angle aiming
- IFS polyester powder-coat electrostatically applied and thermocured. IFS finish consists of a five stage pretreatment regimen with a polymer primer sealer and top coated with a thermoset super TGIC polyester powder coat finish
- The finish meets the AAMA 2604 performance specification which includes passing a 3000 hour salt spray test for corrosion resistance and resists cracking or loss of adhesion per ASTM D522 and resists surface impacts of up to 160 inch-pounds

ELECTRICAL

- Luminaire accepts 100V through 277V, 347V, or 480V input, 50 Hz to 60 Hz
- Power factor is ≥ .90 at full load
- Dimming drivers are standard, but must contact factory to request wiring leads for purpose of external dimming controls

ELECTRICAL (CONTINUED)

- Component-to-component wiring within the luminaire may carry no more than 80% of rated load and is certified by UL for use at 600VAC at 90°C or higher
- Fixture electrical compartment shall contain all LED driver components and optional push-button terminal block for AC power connections with the exception of yoke mount
- Ambient operating temperature -40°C to 40°C
- Surge protection - 20kA, ANSI/IEEE category C high

INSTALLATION

- Adjustable knuckle and post top mount designed to slip fit a 2" tenon that is 2 3/8" OD by 4" in length
- Knuckle mount luminaire can adjust in 10° increments. Limited to 30° vertical tilt

CONTROLS

- Available with an optional passive infrared (PIR) motion sensor capable of detecting motion 360° around the luminaire. When no motion is detected for the specified time, the motion response system reduces the wattage to factory preset level, reducing the light level accordingly. When motion is detected by the PIR sensor, the luminaire returns to full wattage and full light output. Please contact Beacon Products if project requirements vary from standard configuration
- Available with Energeni for optional set dimming, timed dimming with simple delay, or timed dimming based on time of night (see www.beaconproducts.com/products/energeni)

CONTROLS (CONTINUED)

- Matrix can be specified with SiteSync™ wireless control system for reduction in energy and maintenance costs while optimizing light quality 24/7. For more details, see ordering information or visit: www.hubbellighting.com/sitesync

CERTIFICATIONS

- DesignLights Consortium (DLC) qualified, consult DLC website for more details: <http://www.designlights.org/QPL>
- Certified to UL 1598, UL 8750, and CSA C22.2 No. 250.0
- 1.5G rated for ANSI C136.31
- IP66 optical assembly
- IDA approved
- This product qualifies as a "designated country construction material" per FAR 52.225-11 Buy American-Construction Materials under Trade Agreements effective 06/03/2020. See Buy American Solutions.

WARRANTY

- 5 year warranty
- See HLI Standard Warranty for additional information

KEY DATA	
Lumen Range	26,000–72,000
Wattage Range	265–610
Efficacy Range (LPW)	92–122
Fixture Projected Life (Hours)	L70 > 340,000
Weight lbs. (kg)	80–86 (36–39.1)





Job Name:
ALBANY AIRPORT APRON SAMPLE
Architect: NO ARCHITECT
Contractor: NO CONTRACTOR

Catalog Number:
MA/F/192L-610/5K7/N/480/K/DBT

Type:

B

Notes:

ALB21-60440



Matrix
FLOODLIGHT LUMINAIRE

DATE: _____ LOCATION: _____

TYPE: _____ PROJECT: _____

CATALOG #: _____

ORDERING GUIDE

Example: MAF-192L-610-5K7-N-UNV-K-BLT

CATALOG #

ORDERING INFORMATION

MA/F	Engine	CCT/CRI ¹	DISTRIBUTION	Voltage	Mounting	Color
Series						
MA/F Matrix	104L-265 265W, 30,000 lm	5K7 5000K, 70 CRI	N 2x2 Flood	UNV 120-277V	K Knuckle (10° adjustable filter)	BLT Black Matte Textured
	104L-300 300W, 33,000 lm	4K7 4000K, 70 CRI	M 4x4 Flood	347 347V		BLS Black Gloss Smooth
	104L-330 330W, 35,000 lm	3K7 3000K, 70 CRI	W 6x6 Flood	480 480V		DBT Dark Bronze Matte Textured
	148L-380 380W, 42,000 lm					DBS Dark Bronze Gloss Smooth
	148L-425 425W, 46,000 lm					GTT Graphite Matte Textured
	148L-470 470W, 50,000 lm					LGS Light Grey Gloss Smooth
	192L-490 490W, 55,000 lm					PSS Platinum Silver Smooth
	192L-550 550W, 60,000 lm					WHT White Matte Textured
	192L-610 610W, 65,000 lm					WHS White Gloss Smooth
						VGT Verde Green Textured
						Color Option
						CC Custom Color

Controls Options	
7PR	7-PIN receptacle only ⁷
7PR-TL	7-PIN receptacle w/ twist lock photo control
7PR-SC	7-PIN receptacle w/ shorting cap
2PF	2 power feed with 2 drivers
GENI	Energeni ¹²
PC	Button Photocell ¹
SCP/40F	Programmable Line Voltage sensor ^{13,4}
SWP	SiteSync Pre-Commission ¹⁵
SWPM/40F	SiteSync Pre-Commission w/Sensor ¹⁵

Options	
FL	Louwer
SF120	120V Fuse
SF277	277V Fuse
SF347	347V Fuse
DF208	208V Fuse
DF240	240V Fuse
DF480	480V Fuse

Control Options (Order Separately)

NX Stand Alone

NXOFM-1R1D-UNV On-fixture Module (7-pin), On / Off / Dim, Daylight Sensor with HubbNET Radio and Bluetooth® Radio, 120-480VAC

Sensor Controls

- SWUSB*** SiteSync interface software loaded on USB flash drive for use with owner supplied PC (Windows based only). Includes SiteSync license, software and USB radio bridge node.
- SWTAB*** Windows tablet and SiteSync interface software. Includes tablet with preloaded software, SiteSync license and USB radio bridge node.
- SWBRG*** SiteSync USB radio bridge node only. Order if a replacement is required or if an extra bridge node is requested.
- SCPREMOTE** Order at least one per project location to program and control
- SW7PR+** SiteSync 7 Pin on fixture module On/Off/Dim, Daylight Sensor 120-480VAC
- wiSCAPE® – Wireless**
- WIR-RME-L** wiSCAPE external control node

For additional information related to these accessories please visit www.hubbellcontrolsolutions.com. Options provided for use with integrated sensor, please view specification sheet ordering information table for details.

Accessories (Order Separately)

MAF-FL	Louwer (Set of two)
MAF-FV-XX**	Visor (Set of two)
MAF-FVY-XX**	Yoke Visor (Set of two)

Notes:

- 1 Not available with other sensor or wireless control options
- 2 Specify routine setting code (example GENI-04). See ENERGENI brochure and instructions for setting table options
- 3 Photocell included with sensor, additional photocontrol not recommended
- 4 Order at least one SCPREMOTE per project location to program and control the occupancy sensor
- 5 Specify group and zone at time of order. See www.hubbell-automation.com/products/sitesync/ for more details
- 6 Does not include glass lens, Limit to 30° tilt
- 7 Shorting cap, photo control, or wireless control provided by others
- * When ordering SiteSync at least one of these two interface options must be ordered per project
- + Available as a SiteSync retrofit solution for fixtures with an existing 7pin receptacle
- ** Replace XX with color choice, eg. DB for Dark Bronze



Submitted by Lightspec, LLC



Job Name:
ALBANY AIRPORT APRON SAMPLE
Architect: NO ARCHITECT
Contractor: NO CONTRACTOR

Catalog Number:
MA/F/192L-610/5K7/N/480/K/DBT

Notes:

Type:

B

ALB21-60440



Matrix

FLOODLIGHT LUMINAIRE

CONTROLS

NX Distributed Intelligence™ Lighting Controls:

Supports both indoor and outdoor applications in a variety of deployment options- wired, wireless, hybrid. Integrates with and enables a wide array of luminaires including those with SpectraSync Color Tuning Technology.



NX Integrated Controls Reference								
NX Option	Sensor	Networkable	Scheduling	Occupancy	Daylight Harvesting	0-10V Dimming	On/off Control	Bluetooth® App Programming
<u>NX Networked – Wired</u>								
<u>NXOFM-1R1D-UNV</u>	SCLNX	Yes	Yes	Yes	Yes	Yes	Yes	Yes, Bluetooth App

SiteSync – Precommissioned Ordering Information:

When ordering a fixture with the SiteSync lighting control option, additional information will be required to complete the order. The SiteSync Commissioning Form or alternate schedule information must be completed. This form includes Project location, Group information, and Operating schedules. For more detailed information please visit [the SiteSync family page on our website](#) or contact Hubbell Lighting tech support at (864) 678-1000.



SiteSync fixtures with Motion control (SWPM) require the mounting height of the fixture for selection of the lens.

Examples: MAF-192L-610-5K7-N-UNV-K-BLT-SWP SiteSync only
 MAF-192L-610-5K7-N-UNV-K-BLT-SWPM-40F SiteSync with Motion Control

SiteSync 7-Pin Module:

- SiteSync features in a new form
- Available as an accessory for new construction or retrofit applications (with existing 7-Pin receptacle)
- Does not interface with occupancy sensors



SW7PR

wiSCAPE™:

Supports remote management, monitoring and metering of outdoor wireless lighting applications such as smart campuses, smart cities, parking lots, parking lots and roadways.



wiSCAPE Reference								
wiSCAPE Option	Sensor	Networkable	Scheduling	Occupancy	Daylight Harvesting	0-10V Dimming	On/off Control	Bluetooth® App Programming
<u>Networked – Wireless</u>								
<u>WIR-RME-L</u>	WIR-RME-L	Yes	Yes	No	Yes	Yes	Yes	wiSCAPE Gateway



Submitted by Lightspec, LLC



Job Name:
ALBANY AIRPORT APRON SAMPLE
Architect: NO ARCHITECT
Contractor: NO CONTRACTOR

Catalog Number:
MA/F/192L-610/5K7/N/480/K/DBT

Notes:

Type:

B

ALB21-60440



Matrix

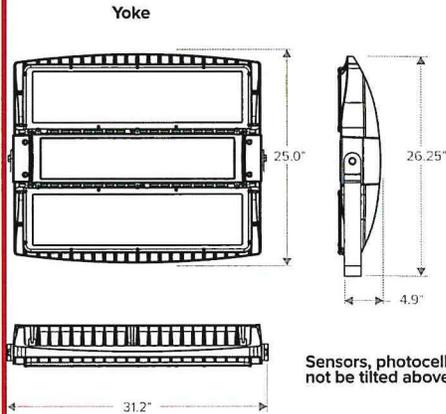
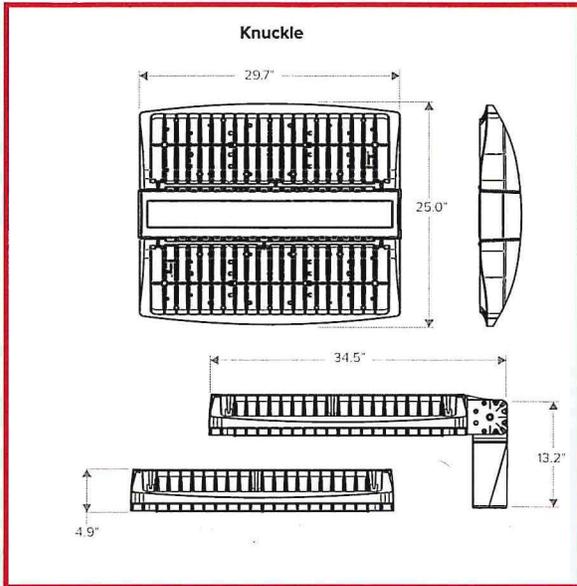
FLOODLIGHT LUMINAIRE

DIMENSIONS

DATE: _____ LOCATION: _____

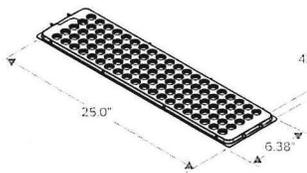
TYPE: _____ PROJECT: _____

CATALOG #: _____

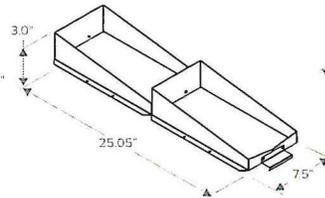


Sensors, photocells and wireless controls should not be tilted above horizontal.

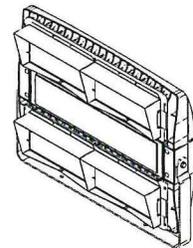
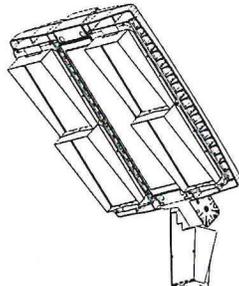
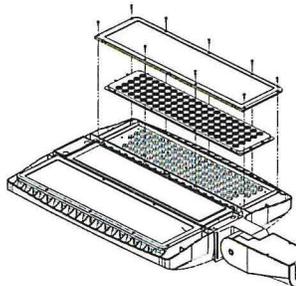
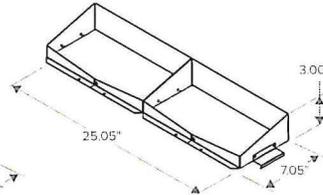
MAF-FL
(Louvre)



MAF-FV-XX
(Visor - Set of two)



MAF-FVY-XX
(Yoke Visor - Set of two)



Submitted by Lightspec, LLC



Job Name:
ALBANY AIRPORT APRON SAMPLE
Architect: NO ARCHITECT
Contractor: NO CONTRACTOR

Catalog Number:
MA/F/192L-610/5K7/N/480/K/DBT

Notes:

Type:

B

ALB21-60440



Matrix
FLOODLIGHT LUMINAIRE

DATE: _____ LOCATION: _____

TYPE: _____ PROJECT: _____

CATALOG #: _____

PERFORMANCE DATA

System Watts 120-277V	Distribution Type	5K7 (5000K nominal, 70 CRI)			4K7 (4000K nominal, 70 CRI)			3K7 (3000K nominal, 70 CRI)		
		Lumens	LPW ¹	Max Beam Candlepower	Lumens	LPW ¹	Max Beam Candlepower	Lumens	LPW ¹	Max Beam Candlepower
265	N	30726	116	317935	29660	112	306902	28318	107	293020
	M	28834	108	88608	27834	104	85534	26575	99	81664
	W	29370	109	22723	28351	106	21935	27069	101	20942
300	N	33617	113	347849	32450	109	335778	30983	104	320590
	M	31547	105	96946	30453	101	30453	29075	97	89348
	W	32134	106	24861	31019	103	23999	29616	98	22913
330	N	36308	109	375698	35048	105	362661	33463	100	346256
	M	34073	101	104707	32891	97	101073	31403	93	96501
	W	34706	102	26852	33502	99	25920	31986	94	24747
380	N	43726	116	452447	42208	112	436746	39919	106	413059
	M	41034	108	126097	39610	104	121721	37461	98	115120
	W	41796	109	32337	40346	106	31215	38158	100	29522
425	N	47840	113	495017	46179	109	477838	43675	103	451923
	M	44894	105	137961	43336	101	133174	40986	95	125951
	W	45729	106	35380	44142	102	34152	41748	97	32300
470	N	51670	109	534648	49877	105	516094	47172	99	488104
	M	48488	101	149006	46806	97	143835	44267	92	136035
	W	49390	102	38212	47676	99	36886	45090	93	34886
490	N	56725	116	586958	54757	112	566589	51787	106	535861
	M	53233	108	163585	51385	104	157908	48599	98	149344
	W	54222	109	41951	52340	106	40495	49502	100	38299
550	N	62062	113	642184	59909	109	619899	56659	103	586279
	M	58241	105	178977	56220	101	172766	53171	95	163396
	W	59324	106	45898	57265	102	44305	54159	97	41903
610	N	67031	109	693597	64705	105	669528	61196	99	633216
	M	62904	101	193306	60721	97	186598	57428	92	176478
	W	64073	102	49573	61850	99	47853	58495	93	45257

¹ Lumen values are from photometric tests performed in accordance with IESNA LM-79-08. Data is considered to be representative of the configurations shown. Actual performance may differ as a result of end-user environment and application.



Submitted by Lightspec, LLC



Job Name:
ALBANY AIRPORT APRON SAMPLE
Architect: NO ARCHITECT
Contractor: NO CONTRACTOR

Catalog Number:
MA/F/192L-610/5K7/N/480/K/DBT

Type:

B

Notes:

ALB21-60440



Matrix
FLOODLIGHT LUMINAIRE

DATE: _____ LOCATION: _____

TYPE: _____ PROJECT: _____

CATALOG #: _____

ELECTRICAL DATA

PROJECTED LUMEN MAINTENANCE

# of LEDs	Drivers	Drive Current (mA)	Input Voltage (V)	System Power (W)	Current (Amps)
192	2	1000	120	628	5.2
			208		3.0
			240		2.6
			277		2.3
			347		1.8
			480		1.3
	2	900	120	561	4.7
			208		2.7
			240		2.3
			277		2.0
			347		1.6
			480		1.2
2	800	120	493	4.1	
		208		2.4	
		240		2.1	
		277		1.8	
		347		1.4	
		480		1.0	
148	2	1000	120	484	4.0
			208		2.3
			240		2.0
			277		1.7
			347		1.4
			480		1.0
	2	900	120	432	3.6
			208		2.1
			240		1.8
			277		1.6
			347		1.2
			480		0.9
2	800	120	380	3.2	
		208		1.8	
		240		1.6	
		277		1.4	
		347		1.1	
		480		0.8	
104	1	1000	120	336	2.8
			208		1.6
			240		1.4
			277		1.2
			347		1.0
			480		0.7
	1	900	120	300	2.5
			208		1.4
			240		1.3
			277		1.1
			347		0.9
			480		0.6
1	800	120	264	2.2	
		208		1.3	
		240		1.1	
		277		1.0	
		347		0.8	
		480		0.6	

Ambient Temp.	0	25,000	50,000	1TM-21-11 60,000	100,000	Calculated L70 (Hours)
25°C / 77°F	1	0.95	0.90	0.89	0.80	> 340,000
40°C / 104°F	0.99	0.93	0.88	0.86	0.78	> 328,800

¹ Projected per IESNA TM-21-11
Data references the extrapolated performance projections for the base model in a 25°C ambient, based on 10,000 hours of LED testing per IESNA LM-80-08.

Ambient Temperature	Lumen Multiplier	
0°C	32°F	1.05
10°C	50°F	1.02
20°C	68°F	1.01
25°C	77°F	1.00
30°C	86°F	0.99
40°C	104°F	0.98
50°C	122°F	0.96

Use these factors to determine relative lumen output for average ambient temperatures from 0-40°C (32-104°F).

All product and company names, logos and product identifiers are trademarks * or registered trademarks * of Hubbell Lighting, Inc. or their respective owners. Use of them does not necessarily imply any affiliation with or endorsement by such respective owners.



AGENDA ITEM NO. 10.3

Negotiations - Professional Services Contract:

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

AGENDA ITEM NO: 10.3
MEETING DATE: November 08, 2021

ALBANY COUNTY AIRPORT AUTHORITY
REQUEST FOR AUTHORIZATION

ACAA Approved
11/08/2021

DEPARTMENT:

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

PURPOSE OF REQUEST:

Negotiations - Professional Services Contract:

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

CONTRACT AMOUNT:

Base Amount: N/A

BUDGET INFORMATION:

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

AWARD CONDITIONS MET:

Apprenticeship N/A DBE Y MWBE N/A

Service Disable Veteran Owned Business (SDVOB) N/A

FISCAL IMPACT - FUNDING (Dollars or Percentages)

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

JUSTIFICATION:

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

CHIEF EXECUTIVE OFFICER'S RECOMMENDATION:

Recommend approval.

AGENDA ITEM NO: 10.3
MEETING DATE: November 08, 2021

FINAL AGREEMENT SUBJECT TO APPROVAL BY COUNSEL: YES NA

PROCUREMENT DEPARTMENT APPROVAL:

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

BACK-UP MATERIAL: *None*

AGENDA ITEM NO. 10.4

**Service Contract No. SC-21-1097:
Security Systems Repairs**

AGENDA ITEM NO: 10.4
MEETING DATE: November 8, 2021

ALBANY COUNTY AIRPORT AUTHORITY
REQUEST FOR AUTHORIZATION

ACAA Approved
11/08/2021

DEPARTMENT: *Finance*

Contact Person: *Michael Zonsius, Chief Financial Officer*

PURPOSE OF REQUEST: *Service Contract No. SC-21-1097: Security Systems Repairs*

CONTRACT AMOUNT: *Approved for one year with up to four one year renewals.*

Total Contract Amount: *\$35,000 for 1 Year (estimated)*

BUDGET INFORMATION:

Anticipated in Current Budget: Yes No NA

JUSTIFICATION:

The Authority issued a request for proposals for Security Repair Services on an as needed basis for repairs to access control systems and surveillance cameras and recording systems at the Airport. One proposal was received from Convergent Technologies. They were the previous contractor for these services.

CHIEF EXECUTIVE OFFICER'S RECOMMENDATION:

Recommend approval.

FINAL AGREEMENT SUBJECT TO APPROVAL BY COUNSEL: YES NA

PROCUREMENT DEPARTMENT APPROVAL:

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

BACK-UP MATERIAL:

Convergent Technologies proposal & Summary spreadsheet and draft contract.

Albany International Airport

Contract No. SC-21-1097

convergint®

Prepared by:

Brent Warzocha

14 Petra Lane

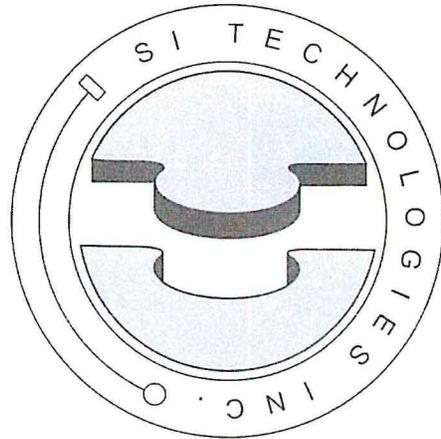
Albany, NY 12205

Phone: 518-452-3505

Fax: 518-452-2605

brent.warzocha@convergint.com

www.convergint.com



Security Integrations

A Division of SI Technologies, Inc.



Table of Contents

Section

Cover Letter.....1

Executive Summary.....2

Experience.....3

Organizational Chart with Years Experience.....4

Descriptive Literature.....5

Exhibit D Documents.....6

Financial Information.....7



Cover Letter

Convergint Technologies
14 Petra Lane
Albany, NY 12205
518-452-3505 (phone)
518-452-2605 (fax)
800-465-0821 (toll free service)
www.convergint.com

Contacts:

Amy Nichols, General Manager
amy.nichols@convergint.com

Brent Warzocha, Business Development Manager
brent.warzocha@convergint.com

Zachary Rimsa, Account Executive
zachary.rimsa@convergint.com

Cindy Trombley, Service Coordinator
Cindy.trombley@convergint.com

Greg Farley, Project Manager
greg.farley@convergint.com

Eric Prescott, Service Manager
eric.prescott@convergint.com

All of the above personnel can be reach through the phone and fax numbers listed above.



Executive Summary

Convergint's qualifications for this contract include:

- Software House CCURE 9000 *Enterprise Level Partners* since program inception, through 2013, one of twenty systems integrators nationwide to hold such status. Convergint is annually audited and must meet certain minimum criteria, such as: quantity of factory trained service personnel per systems sold, minimum quantities of spare parts, minimum annual training investment, and minimum qualifications for project management staff.
- Convergint presently services one other facility with redundant server setups (aside from the Albany International Airport). We have two technician factory trained on the CCURE redundant server application. These are local numbers. Convergint has many such trained specialists system wide.
- Convergint presently has (5) Software House CCURE 9000 factory trained technicians in the local area. All technicians will have the ability to respond to the Airport's two-hour on-site emergency demands.
- Convergint's in-house engineering department can easily provide system engineering for all new installations as well as-builds and design assistance as required.
- All Convergint technicians, regardless of CCURE certifications, are qualified to work on general access control and CCTV components.

Company Overview

Convergint, previously Security Integrations, was founded on the premise that mid-size to large commercial and industrial sites in upstate New York were not being serviced properly by the existing security system vendors. There were not any true "System Integrators" who were dedicated to the upstate region or that did not also expend time and resources on unrelated systems, such as: nurse call, video conferencing, fire, residential and retail burglar alarm, etc.

The national companies would attempt to serve the area from NYC or Boston with a perhaps a technician who worked out of their home.

After securing major lines like Software House, Cardkey, American Dynamics, etc., Security Integrations was ready to offer a higher level of quality local service to upstate New York.

Security Integrations was sold to Convergent Technologies in November of 2018. While not implementing any functional changes that have compromised our quantity of staff (in fact, we continue to add resources), Convergent brings a host of both aviation industry specific experts but great experience and knowledge in advanced solutions not available to our local group previously as a smaller organization.

Fully Equipped Field Support

We have found that focusing resources on the service and installation of access control, closed circuit television (CCTV) and integrated alarm management strictly to commercial and industrial users was key to our success. The service-oriented business was built on reliability.

Each Convergent service van is fully stocked with an excess of \$10,000 in spare parts. As an example, each van carries at the minimum:

- Software House iSTAR components
- Software House RM modules
- Software House ACM modules
- Proximity Readers
- Video cameras
- Various and assorted transformers, door contacts, infrareds, etc.

Convergent's dedication to providing unparalleled technical service is further evidenced by:

- The technical and project management team combine for over 100 years experience (locally in upstate New York)
- Each technical employee has been through a criminal background check
- Each undergoes urine testing at least annually
- All take part in our safety program including weekly meetings
- Each attends at least one factory training seminar every eighteen months

Service Calls

Convergent is proud to serve our customers in their mission to prevent the interruption of their businesses and to provide a safe environment for all their employees.

The dedication of each Convergent colleague to our customers is exemplified best by our company mission statement, which is simply the definition of "reliability":

“...refers to a person or thing which can be depended upon in an emergency...continued experience has shown to be completely trustworthy...”

You will find our mission statement on all company business cards, literature and our website.

Therefore, when services are needed to make repairs or to install additional systems, the capacity and response times of the provider of these systems and services must be timely and thorough. We understand that if our customer requires service, we must dispatch a qualified technician to the site without delay in order to ensure repairs can be made within the required hours of receipt of request.

During normal business hours our 800 number will connect the caller with our Albany office. When a call is received, we will log the call and immediately notify the on-call manager of the issue. They will be empowered to act immediately and we guarantee that contact will be made to the site within 30 minutes of call receipt.

Off-hours, our 800 number is answered by a manned answering service. All service requests received by the answering service are paged out to the on-call service manager. Further, the receipt of each call must be confirmed to the answering service. If they do not receive a confirmation call within 10 minutes, they call the manager's home regardless of time of day. If they receive no answer, they will proceed down a call list until someone is notified.

Convergint has had this plan in place for off-hour service for more than 19 years. We find from our customers that they would prefer to give an off-hours service call to a human instead of an automated paging system. The management of Convergint agrees and is committed to this high quality level of off-hour response.



Experience

The following list represents systems which were not only Installed by Security Integrations/Convergint, but more importantly, represent customers who have, since installation, continuously contracted our company for all maintenance and subsequent system additions and design support.

The fact that facilities such as these continue to place their trust in our organization exemplifies our dedication to service after the initial project is complete.

***Momentive Performance Materials (formerly
General Electric Specialty Materials)***

(note: in addition to this primary location, our customer has contracted us to install and or manage the installation of systems and several other sites outside of the NY area

Peter Buckley
260 Hudson River Road
Waterford, NY 12188
518-233-5799
Peter.Buckley@momentive.com

Security Integrations installed a site wide CASI Picture Perfect system consisting of 60 readers, 40 cameras, Digital Video Recording, Turnstiles and Gates.

In 2010 and 2011, the video system was updated to an IP based VERINT software package including the addition of mega pixel cameras, video analytics and a complete command center overhaul.

The site now consists of over 100 card readers and over 100 cameras of various manufacturers and types. Security Integrations has held the maintenance contract since 2000.



National Grid - State Wide

Jose Depina
939 Southbridge Street
Worcester, MA 01610
508-326-2668
Jose.Depina@nationalgrid.com

In 1998 Security Integrations received a Five-year contract to provide maintenance and upgrades for the Security Systems at Niagra Mohawk Power Company state Side.

This contract has been extended 3 times; we are now in our 23rd year.

The base of the System is an AMAG package with Photo Id Badging and on line communications with more than 35 sites around the state.

Additional the system now consists of over 300 cameras and 100 recorder's in NY and New England.

All systems are managed at a central location over IP.

convergint®

General Dynamics – Pittsfield, MA

(note: in addition to this primary location, our customer has contracted us to install and or manage the installation of systems and several other sites outside of the NY area)

Ron Montini
100 Plastics Ave.
Pittsfield MA
413-494-5722
ronald.montini@qd-ais.com

Security Integrations Installed a Software House CCURE Access Control and Photo ID Badging, CCTV and UL2050 Certified DOD systems.

All Access Control Field panels communicate over the sites network and presently have in excess of 100 proximity card readers.

In 2020, Convergint upgraded General Dynamics CCURE 800 Central system to a CCURE 9000 MAS/SAS arrangement with the MAS located in Virginia and three SAS servers located around the country.

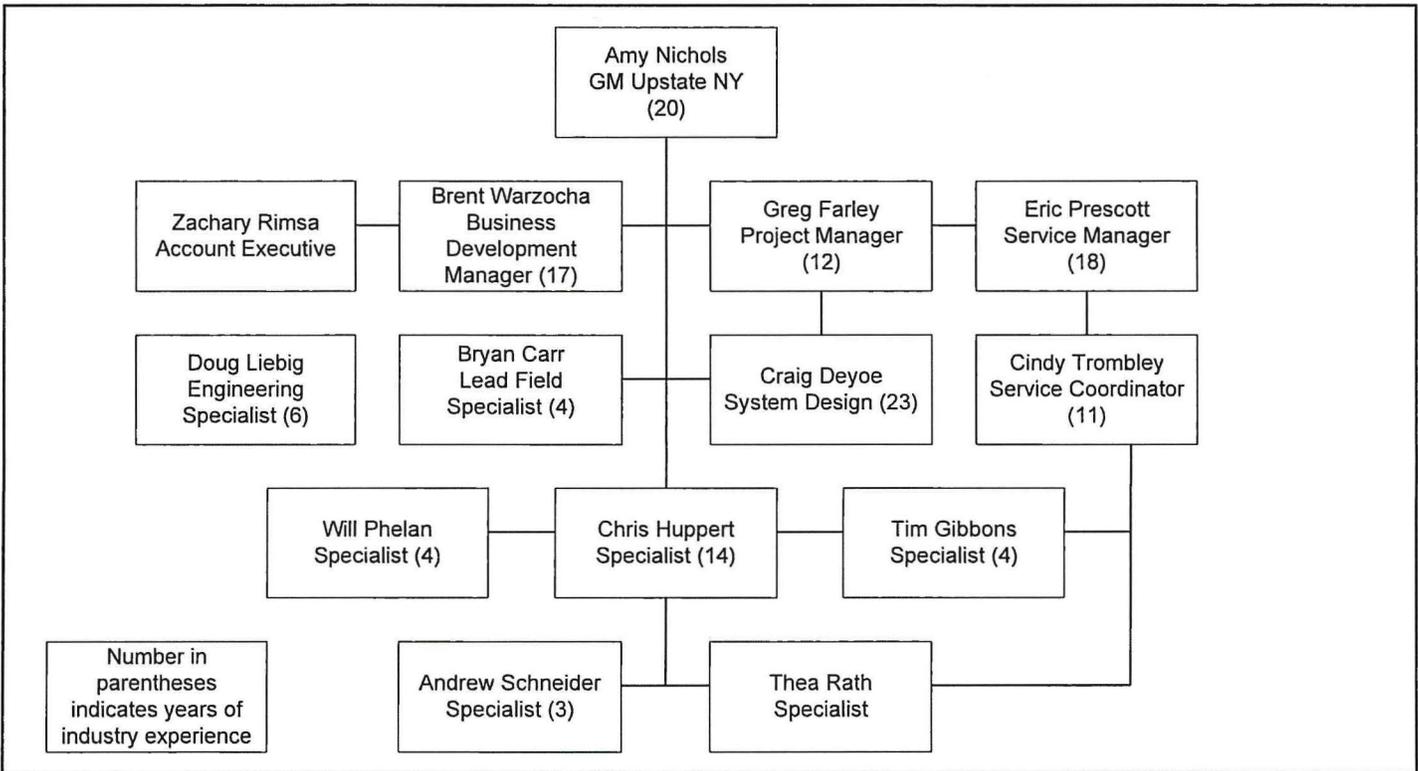
SEFCU – Statewide

Michael Spulnick
700 Patroon Creek Blvd
Albany, NY 12206
518-464-5362
mspulnic@sefcu.com

Security Integrations installed a new CCURE and large CCTV surveillance system at the new headquarters in 2004.

Systems consists of 65 card readers and 50 cameras. It underwent an upgrade to an IP based system in 2015 and is continuously added onto and modernized.

Security Integrations has installed the video surveillance and recording system at all state wide branches since 2006 and in 2016 and 2017 has modernized all branch recording systems at 40+ locations.



convergent
 14 PETRA LANE
 ALBANY, NY 12205
 WWW.CONVERGINT.COM

Albany, NY CTC Org Chart for Albany International Airport



Descriptive Literature

Convergint has the ability to meet or exceed the required minimums contained in the Albany International Airport's contract. We have seven locally based technicians, five of whom carry CCURE certifications.

Convergint, previously Security Integrations, has been servicing the Airport since 2006 and has carried the maintenance contract since 2008. Within three months of Security Integrations beginning service here, Airport personnel requested we become the dealer of record with Software House for the CCURE system. Through late October of 2021 we have completed 975 on-site service calls.

Security Integrations/Convergint has also completed many installation type projects over the years including the wholesale IP video surveillance system upgrade and the CCURE 800 to 9000 conversion. Under the Convergint umbrella, we now have the ability to bring in-house industry experts to the Airport on a consultative and informational basis.

We consider our relationship with the Airport mutually beneficial to the point where we have often listed our contacts there as references on other RFPs and look forward to a continued working relationship in the future.

EXHIBIT D: DOCUMENTS REQUIRED TO BE SUBMITTED WITH PROPOSAL

- A. Proposal Acknowledgment Form**
- B. Non-Collusion Affidavit**
- C. Offerer Disclosure of Prior Non-Responsibility Determinations**
- D. Proposal Bond**
- E. Insurance Affidavit**
- F. Company Statement for:**
 - 1. Corporation**
 - 2. Partnership**
 - 3. All Proposals**
- G. Work Force Composition**
- H. References**
- I. Submittal Requirements:**

Each of the items identified in Section VI.

Exhibit D: Proposal A

PROPOSAL ACKNOWLEDGMENT FORM

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

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

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

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

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

Name of Proposer: CONVERGENT TECHNOLOGIES, LLC

Signature of Authorized Person: MA Wainzoch

Title: BUSINESS DEVELOPMENT MANAGER

Business Address of Proposer: 14 PETRA LANE ALBANY, NY 12205

Business Phone Number: 518 452-3505

Date: OCTOBER 25, 2021

Subscribed and sworn to before me this 25th day of October, ~~200~~²⁰²¹.

Susan E MacIntosh

SUSAN E MAC INTOSH
NOTARY PUBLIC, STATE OF NY
NO. 01MA6188851
ALBANY COUNTY
COMMISSION EXP. JUN 16 2024

COMMISSION EXP. JUN 18 20
ALBANY COUNTY
NO. 01MAG18821
NOTARY PUBLIC, STATE OF NY
SUSAN E MACINTOSH

Exhibit D: Proposal B

NON-COLLUSION AFFIDAVIT

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

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

STATE OF NEW YORK COUNTY OF ALBANY

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

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

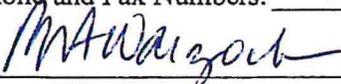
By submission of this proposal, each proponent and each person signing on behalf of any proponent certifies and in the case of a joint proposal each party thereto certifies as to its own organization, under penalty of perjury that to the best of his knowledge and belief:

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

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

Name and Address of Proponent: CONVERGINT
14 PETRA LANE ALBANY, NY 12205

Telephone and Fax Numbers: 518-452-3505 518-452-2605

By:  Name & Title BRENT WARZOCHA, BDM
Signature

SUBSCRIBED AND SWORN to before me by the above-named on this
25th day of OCTOBER 2021.

SUSAN E MAC INTOSH
NOTARY PUBLIC, STATE OF NY
NO. 01MA8188851
ALBANY COUNTY
COMMISSION EXP. JUN 16 2024


Notary Public in and for the State of NY

COMMISSION EXH 701 10 30
ALBANY COUNTY
NO. 0111111111111111
MONTANA PUBLIC STATE OF WA
80241 E MAC 111038

Exhibit D: Proposal C

Offerer Disclosure of Prior Non-Responsibility Determinations

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

CONVERGINT TECHNOLOGIES

Address:

14 PETRA LANE

ALBANY, NY 12205

Name and Title of Person Submitting this Form:

BRENT WARZOLHA

BUSINESS DEVELOPMENT MANAGER

Contract Procurement Number:

SC-21-1097

Date:

OCT 25, 2021

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

No

Yes

If yes, please answer the next questions:

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

No

Yes

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

No

Yes

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

Governmental Entity: _____

Date of Finding of Non-responsibility: _____

Basis of Finding of Non-Responsibility: _____

(Add additional pages as necessary)

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

No

Yes

6. If yes, please provide details below.

Governmental Entity: _____

Date of Termination or Withholding of Contract: _____

Basis of Termination or Withholding: _____

(Add additional pages as necessary)

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

By: _____

M. Waizoll

Signature

Date: _____

10/25/21

Name: _____

BRENT WARZDCHA

Title: _____

BDM

Exhibit D: Proposal E

INSURANCE REQUIREMENT AFFIDAVIT

To be completed by appropriate insurance agent:

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

Agent: Linsey Piszczek Signature Linsey Piszczek Agent

Name of Insurance Carriers: XL Insurance company

Address of Agency: Willis Towers Watson Midwest, Inc.
233 S Wacker Drive, Suite 1800 | Chicago, Illinois 60606

Phone Number Where Agent May Be Contacted: 1-312-288-7782

Offerer's Name (Print or Type) _____

SUBSCRIBED AND SWORN to before me by the above named on this 11th
day of October, 2021 .

Sarah E Green
Notary Public in and for
State of ~~New York~~
Illinois



Exhibit D: Proposal F-1

*** LIMITED LIABILITY COMPANY STATEMENT
CORPORATION STATEMENT**

IF A CORPORATION, answer the following: * Limited liability company - date and place of formation below

1. When incorporated?
May 25, 2001

2. Where incorporated?
Delaware

3. Is the corporation authorized to do business in New York?
 Yes No

If New York is not state of incorporation:

- A. Address of the registered office in New York:
Corporation Service Company
251 Little Falls Drive
Wilmington, Delaware 19808
New Castle County
 - B. Name of registered agent in New York at such office:
Corporation Service Company

 - C. Attach Certificate of Authority to transact business in New York.
4. The Corporation is held: Publicly Privately
 5. Furnish the name, title, and address of each officer, director, and shareholders of the corporation's issued stock:

Officer's Name	Address	Position	%
Ken Lochiatto	One Commerce Drive, Schaumburg, IL	CEO & President	N/A

Alan Bergschneider One Commerce Drive, Schaumburg, IL CFO & Treasurer N/A

Sean Flint One Commerce Drive, Schaumburg, IL Executive VP N/A

Director's Name	Address	Principal Business Affiliation Other Than Proposer's Directorship
* Manager's Names (no directors since we are an LLC)		

Ken Lochiatto	One Commerce Drive, Schaumburg, IL	N/A
---------------	------------------------------------	-----

Alan Bergschneider	One Commerce Drive, Schaumburg, IL	N/A
--------------------	------------------------------------	-----

Jim Boutwell	One Commerce Drive, Schaumburg, IL	N/A
--------------	------------------------------------	-----

**Principal
Shareholders**

Address

**Percentage
Ownership**

DG Investment Intermediate Holdings 2, Inc.

One Commerce Dr. Schaumburg, IL 60173

Percentage Ownership - 100%

Exhibit D: Proposal F-3

ALL PROPOSALS - FINANCIAL INFORMATION

A. Financial Statements

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

B. Surety Information

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

C. Bankruptcy Information

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

D. County of Albany and any Affiliated Entity

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

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

ALBANY COUNTY OGS, SECURITY MAINTENANCE, 2015-2022
ALBANY AIRPORT, SECURITY MAINTENANCE, 2009-2021

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

Yes () No (X) If Yes, please explain

Exhibit D: Proposal G

WORK FORCE COMPOSITION

Convergent Technologies 518-452-3505
 Name of Firm Phone Number

14 Petrusa Ln Albany NY 12205
 Address City State Zip Code

Brent WARZOCHA - Business Development Manager
 Name & Title of Authorized Executive

Full Time Employees	Total # of Employees	White	American Indian	Black	Hispanic	Other (*)
	Male / Female	M/F	M/F	M/F	M/F	M/F
Admin & Manager	6 / 9	6 / 9	-	-	-	-
Professional	-	-	-	-	-	-
Technical	29 / 1	28 / 1	-	-	1 / 0	-
Sales Workers	5 / 1	5 / 1	-	-	-	-
Office Workers	-	-	-	-	-	-
Semiskilled Workers	-	-	-	-	-	-
Unskilled Workers	-	-	-	-	-	-
Apprentices	-	-	-	-	-	-
Seasonal Temporary	-	-	-	-	-	-
Part Time	-	-	-	-	-	-
TOTAL	40 / 11	39 / 11	-	-	1 / 0	-

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

Remarks: _____

Exhibit D: Proposal H

REFERENCES

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

1. Company Name: GENERAL DYNAMICS
Address: 100 PLASTICS AVE PITTSFIELD, MA 01201
Street/P.O. Box City State Zip Code
Contact Person: RON MONTINI Title: SECURITY MANAGER
Phone: 413-494-2629 Fax: 413-494-7760

2. Company Name: GE GLOBAL RESEARCH
Address: 1 RESEARCH CIRCLE NISKAYUNA, NY 12309
Street/P.O. Box City State Zip Code
Contact Person: ELIZABETH PRIEST Title: GLOBAL ACCESS CONTROL SPECIALIST
Phone: 518-387-6117 Fax: 518-387-4380

3. Company Name: NYS DEPARTMENT OF CORRECTIONS
Address: 1200 WASHINGTON AVE, BLDG 2 ALBANY, NY 12226
Street/P.O. Box City State Zip Code
Contact Person: KRYSTL CALL Title: FACILITY PLANNER
Phone: 518-486-6301 Fax: _____

EXHIBIT D: Proposal I

PROPOSAL SUBMITTAL FORM

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

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

YES

NO

SERVICE PRICING

ON-SITE SERVICE:

1 HOUR MINIMUM	Year 1	\$ 157 /Hour
	Year 2	\$ 161 /Hour
	Year 3	\$ 165 /Hour
	Year 4	\$ 169 /Hour
	Year 5	\$ 173 /Hour

\$40
MILEAGE
CHARGE
PER VISIT.

AFTER HOURS & SATURDAYS
WEEKEND & HOLIDAY RATES:

4 HOUR MINIMUM	Year 1	\$ 235 /Hour
	Year 2	\$ 241 /Hour
	Year 3	\$ 248 /Hour
	Year 4	\$ 253 /Hour
	Year 5	\$ 260 /Hour

APPLIES TO
ALL TYPE
CALL INS.

HOLIDAYS & SUNDAYS
EMERGENCY CALL IN RATES:

4 HOUR MINIMUM	Year 1	\$ 314 /Hour
	Year 2	\$ 322 /Hour

Year 3 \$ 330 /Hour
Year 4 \$ 338 /Hour
Year 5 \$ 346 /Hour

EQUIPMENT PRICING

PRICE MARKUP FOR EQUIPMENT PURCHASES 25 %

Exceptions Noted: REPLACEMENT PARTS WILL BE QUOTED
AT THEIR CURRENT NYS OGS STATE CONTRACT
RATE

(additional page may be added if necessary)

Contact Person: BRENT WARZUCHA

Phone Number(s): (58) 452-3505

Fax Number: (58) 452-2605

HOLD DOCUMENT UP TO THE LIGHT TO VIEW TRUE WATERMARK

OFFICIAL CHECK

HOLD DOCUMENT UP TO THE LIGHT TO VIEW TRUE WATERMARK

M&T Bank

Buffalo, NY 14240

102596118-3

10-4/220

Amy Nichols

REMITTER

DATE

10/25/2021

Security Features Details on Back

PAY TO THE ORDER OF Albany International Airport Authority

\$ 2,000.00

TWO THOUSAND and 00/100US Dollars

TWO AUTHORIZED SIGNATURES REQUIRED FOR AMOUNTS \$10,000.00 & OVER

#1401 - Endwell

[Handwritten Signature]

AUTHORIZED SIGNATURE

AUTHORIZED SIGNATURE

⑈ 10 2596 1 18 ⑈ ⑆ 0 2 20000 4 6 ⑆ 1 700 10 199 1 593 4 ⑈

Contract #SC-21-1097
Security System Repairs

Company Name	ADT Commercial	Convergint Technologies
---------------------	----------------	-------------------------

I, Bobbi Matthews, certify that this proposal acknowledgment is a true copy of the submittals received for the proposal (RFP) above.

Albany Airport Authority Purchasing Department

Sworn to before me this ____ day of _____ 20 ____.

Bobbi Matthews,
Purchasing Agent

Notary Public

AGENDA ITEM NO. 10.5

**Service Contract No. – SC-21-1096: General
Construction Services**

AGENDA ITEM NO: 10.5
MEETING DATE: November 8, 2021

ALBANY COUNTY AIRPORT AUTHORITY
REQUEST FOR AUTHORIZATION

ACAA Approved
11/08/2021

DEPARTMENT: *Finance*

Contact Person: *Michael Zonsius, Chief Financial Officer*

PURPOSE OF REQUEST:

Service Contract: *Service Contract No. – SC-21-1096: General Construction Services*

*Sam Greco Construction Inc.
801 Smith Blvd.
Port of Albany
Albany, NY 12202*

*Duncan & Cahill, Inc.
11 Oakwood Avenue
Troy, NY 12180*

*Rosch Brothers, Inc.
424 Old Niskayuna Road
Latham, NY 12110*

CONTRACT AMOUNT:

Total Contract Amount: *Estimated at \$90,000 estimated annual cost – no fixed total contract amount*

BUDGET INFORMATION:

Anticipated in Current Budget: Yes No NA

FISCAL IMPACT - FUNDING (Dollars or Percentages)

Federal State Airport 100% NA
Funding Source: 2021 Operating Budget

JUSTIFICATION:

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

CHIEF EXECUTIVE OFFICER'S RECOMMENDATION:

Recommend approval.

AGENDA ITEM NO: 10.5
MEETING DATE: November 8, 2021

PROCUREMENT DEPARTMENT APPROVAL:

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

FINAL AGREEMENT SUBJECT TO APPROVAL BY COUNSEL: YES NA

BACK-UP MATERIAL:

RFP acknowledgement from Purchasing Agent, proposal cost summary, and contract.

AGENDA ITEM NO. 10.6

**Lease Amendment No. 7 to Lease No. L-637 with
Prescott Holding, Inc.**

AGENDA ITEM NO: 10.6
MEETING DATE: November 8, 2021

ALBANY COUNTY AIRPORT AUTHORITY
REQUEST FOR AUTHORIZATION

ACAA Approved
11/08/2021

DEPARTMENT: Administration/Finance Department

Contact Person: Christine C. Quinn, Authority Counsel
Ray Casey, Sr. Project Consultant

PURPOSE OF REQUEST:

Lease Amendment: Lease Amendment No. 7 to Contract No. L-637 with Prescott Holdings, Inc.

BUDGET INFORMATION:

Anticipated in Current Budget: Yes No NA

FISCAL IMPACT - FUNDING (Dollars or Percentages)

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

JUSTIFICATION:

Contract Lease No. L-637 for Building Nos. 202 and 203 was negotiated with Integra Optics owner David Prescott who also personally guaranteed the lease payments to the Authority. In the last 18 months, Mr. Prescott sold Integra Optics to a California firm which decided to relocate its operations to privately owned space in Guilderland. Through his separate firm, Prescott Holdings, Inc., Prescott will assume sole Tenant responsibility for this lease. Amendment No. 7 transfers Tenant responsibility to Prescott Holdings and the personal guarantee of payment by Mr. Prescott will continue for the renewal term of the lease (until December 31, 2026, with two additional 5 year renewals available if requested).

As part of the negotiation to repurpose Building No. 203 from an assembly manufacturing facility to aeronautical use, the Authority and the Tenant have agreed that a number of capital improvements are required. The estimated cost of these improvements over the next year approximates \$500,000 and the Authority has agreed to reimburse the Tenant for the first \$300,000 of Certified Tenant Improvement Expenditures (subject to the ACAA Tenant and Design Handbook). Completion of the Building No. 203 improvements will increase the value and usefulness of this hangar and office building while meeting the changed Tenant requirements. As is standard practice of the Authority, Lease No. 7 requires that all contract work is to be completed with prevailing wages.

The monthly lease payment payable to the Authority is \$16,998.65 in 2021; that amount will be adjusted annually by the increase in the appropriate CPI index per paragraph #3 of the existing lease. The first adjustment will take place on January 1, 2022.

AGENDA ITEM NO: 10.6
MEETING DATE: November 8, 2021

CHIEF EXECUTIVE OFFICER'S RECOMMENDATION:

Recommend approval.

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

PROCUREMENT DEPARTMENT APPROVAL:

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

BACK-UP MATERIAL:

- 1) *Draft Lease Amendment No. 7*

LEASE AMENDMENT NO. 7
Lease Agreement Between

ALBANY COUNTY AIRPORT AUTHORITY
AND

PRESCOTT HOLDINGS, INC.

AT THE ALBANY INTERNATIONAL AIRPORT
Contract No. – L-637

THIS LEASE AMENDMENT is made and entered into effective the ___ day of _____, 20___, by and between the **ALBANY COUNTY AIRPORT AUTHORITY** (the “Authority”), and **PRESCOTT HOLDINGS, INC. (formerly known as INTEGRA OPTICS, INC.)**, (the “Tenant”). David Prescott, as principal of Tenant, is making a certain limited guaranty as set forth below.

WHEREAS, the Authority and Tenant have entered into a Lease Agreement known as Contract No. – L-637 for the lease of space at Building 203 at the Albany International Airport and amended such Lease Agreement by Lease Amendment No. 1 effective the first day of May, 2009, Lease Amendment No. 2 effective the seventh day of December, 2009, Lease Amendment No. 3 effective the 12th day of July 2010, Lease Amendment No. 4 effective June 30, 2011, and Lease Amendment No. 5 (which among other things, added Building No. 202 to the Assigned Area) effective July 1, 2014, and Lease Amendment No. 6 effective January 1, 2017.

WHEREAS, the Authority and the Tenant are desirous of revising the Lease Agreement;

WHEREAS, the Board of the Authority approved the terms of this Lease Amendment No. 7 at its meeting held November 8, 2021.

NOW THEREFORE, be it resolved by the parties that:

1. This Lease (L-637) is amended to formally change the Tenant to **PRESCOTT HOLDINGS, INC.** (David Prescott as principal of the Tenant continues to serve as Guarantor and individually guarantees payment and performance as set forth in Paragraph 5 of the Lease Amendment No. 6 effective January 1, 2017).
2. Tenant has exercised its right to renew the Lease commencing January 1, 2022 and ending December 31, 2026, and will maintain the option to renew for two additional five-year terms commencing January 1, 2027 and ending December 31, 2031 (Second Renewal Term) and thereafter commencing January 1, 2032 and ending December 31, 2036 (“Third Renewal Term”).
3. Tenant may exercise its right to renew for the next listed Renewal Terms by so notifying the Authority in writing at least ninety (90) days but not sooner than one hundred eighty (180) days before the end of the current lease term.
4. Commencing December 1, 2021, rent due is \$16,998.65 per month, to be adjusted annually on January 1 of each year by appropriate CPI index increase per Paragraph 3 of Lease Amendment No. 6. The first lease adjustment will go into effect on January 1, 2022.

5. Tenant will undertake and complete within the first year of this lease extension in excess of \$500,000 worth of construction improvements (“Capital Investments”) to Building No. 203 Assigned Area as follows:

1. The removal of the full building floor to ceiling dividing wall and attendant restoration of impacted floors, walls, ceilings, and utilities,
2. Rehabilitation and reconstruction of both first and second floor bathrooms,
3. Updating of lighting systems on both levels,
4. Removal of all steel supply cages,
5. Rehabilitation of in-floor drainage system,
6. Cosmetic upgrading of building exterior surfaces and office interior spaces.

These Capital Investments shall be made in accordance with the Authority Tenant and Design Handbook, the receipt of which is acknowledged by the Tenant.

The Authority reserves the right to review and approve the qualifications of any contractor retained for construction, maintenance and repair of the Leased Area, which approval shall not be unreasonably withheld. Any workers performing work on the Tenant Improvements, shall be paid Prevailing Wage under New York State Prevailing Wage Law, and the employers of such workers shall be required to provide certified payrolls as required by the prevailing wage law.

Such Capital Investment shall be actual dollars spent by Tenant to third parties for the design and construction of the improvements made. Tenant shall not apportion any of these capital investments to Tenant or a related party. Soft costs (architectural, engineering, design, construction, management, and the like) shall not exceed 25% of such capital investment. Any expenditures for items not in this capital plan shall not be included as Tenant Improvements.

All Tenant Improvements installed by the Tenant, its agents, or contractors, and the corresponding plans and specifications shall conform to all applicable statutes, ordinances, building codes, permit procurement and other governmental approvals, and rules and regulations. The approval given by the Authority shall not constitute a representation or warranty as to such conformity: responsibility at all times shall remain in Tenant, including any costs associated therewith.

Tenant shall require that any contractor or contractors who perform the work contemplated herein, or otherwise, at the Leased Areas furnish a good and sufficient Performance and Labor and Materials Bond in an amount not less than the full amount of the contract price for completing the interior of the premises herein designated, as surety for the faithful performance of the contract by contractor, and for the payment of all persons performing labor and furnishing material in connection with the work. Contractors must be licensed in the State of New York. Tenant shall further require the contractor to procure Contractor's General Public Liability and Property Damage Insurance in an amount not less than three million dollars (\$3,000,000), combined single limit, and Workmen's Compensation Insurance. Such Public Liability and Property Damage Insurance policies shall name the Authority, its officers, commissioners, employees, and agents (Maquarie Aviation North America 2, Inc. d/b/a Avports) and the County of Albany as additional insureds. Tenant shall, before the commencement of any work, furnish the Authority with evidence that the contractor or contractors are covered to the satisfaction of the CEO with insurance as outlined above. If at any time during the continuance of the contract a surety on the contractor's bond or bonds becomes irresponsible, the Authority

shall have the right to require additional and sufficient sureties which the contractor shall furnish within ten (10) days after notice to do so. All workers performing construction work be paid prevailing wage in accordance with New York State Department of Labor requirements.

Upon completion of the approved Tenant Improvements, the Tenant must, no later than December 31, 2022, provide the Authority: (1) a certified statement from the construction contractor(s) specifying the total improvement cost in sufficient detail as the Authority may require, provided that such statement is limited to construction, equipment and material costs, architectural and engineering fees, taxes, freight fees, performance and payment bond premiums attributable to construction (costs attributable to overhead, "in-house" or personnel costs of the Contractor or Tenant or its affiliates shall not be included in such statement); (2) a certificate certifying that the Tenant Improvements have been constructed in accordance with the approved plans and specifications, and in strict compliance with all applicable building codes, laws, rules, ordinances and regulations; and (3) a certified statement that all costs and expenses have been satisfactorily paid in full, with copies of all canceled checks or other proof of payment. The costs of such improvements, so certified no later than December 31, 2022, to the satisfaction of the C.F.O. of the Authority shall be referred to as "Certified Tenant Improvement Expenditures".

The Tenant shall not remove or demolish, in whole or in part, any Tenant Improvements within the Leased Areas without the prior written consent of the CEO. Consent may be conditioned upon the obligation of Tenant to replace the same by a similar or like kind improvement. The CEO shall not withhold consent unreasonably. Tenant shall however, have the right to make interior, non-structural alternatives to the Leased Area which do not affect the look or appearance of the Leased Area and to cause any necessary repairs to its equipment without the prior written consent of the Authority.

With respect to its obligations and with respect to the design and construction of the Tenant Improvements, Tenant shall furnish to the Authority a performance Bond and a labor and material payment Bond, each in an amount at least equal to 100% of the Contract Price as security for the faithful performance and payment of all Tenant's obligations under this Agreement. These Bonds shall remain in effect at least until one year after the date Tenant occupies the Leased Area, except as otherwise provided by law. Tenant shall also furnish such other Bonds as are required by this Agreement. All Bonds shall be in the forms prescribed by this Agreement and be executed by such Sureties as: (i) are licensed to conduct business in the State of New York and (ii) are named in the current list of "Companies Holding Certificates of Authority as Acceptable Sureties on Federal Bonds and as Acceptable Reinsuring Companies" as published in circular 570 (amended) by the Audit Staff Bureau of Accounts, U.S. Treasury Department. All Bonds signed by an agent must be accompanied by a certified copy of the authority to act.

If the Surety on any Bond furnished by Tenant is declared bankrupt or becomes insolvent or its right to do business is terminated in the State of New York or it ceases to meet the requirements of clauses (i) and (ii) above, Tenant shall, within five (5) days thereafter, substitute another Bond and Surety, both of which shall be acceptable to Authority.

The Authority will reimburse Tenant for Certified Tenant Improvement Expenditures up to the first \$300,000 expended. The Authority will make such reimbursement payment within 60 days of receiving required certifications approved by the Authority CFO.

6. All capitalized terms shall have the meaning set forth in the Lease Agreement or as otherwise defined herein. The balance of the terms of the Lease Agreement as amended shall remain in full force and effect.

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

ALBANY COUNTY AIRPORT AUTHORITY

Samuel A. Fresina, Chair

PRESCOTT HOLDINGS, INC.

By: David Prescott
Title:

DAVID PRESCOTT, Individually, as to Limited
Guaranty set forth in Paragraph 5.

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

On this ____ day of _____, 20 ____ before me personally came and appeared **SAMUEL A FRESINA**, to me known to be the person who executed the above instrument, who, being duly sworn, did depose and say that he resides in the County of Albany, that he is the Chairman of the Albany County Airport Authority, the public benefit corporation described in, and which executed, the foregoing instrument; that he executed the foregoing instrument in the name of the Albany County Airport Authority pursuant to a resolution adopted by the Albany County Airport Authority on **November 8, 2021**; and that he signed his name thereto by like authorization.

Notary Public

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

On this ____ day of _____, 20 ____ before me personally came David Prescott to me known, who being by me duly sworn, did depose and say that he/she resides in _____ County, that he/she is the _____ of **PRESCOTT HOLDINGS, INC.**, the corporation described in, and which executed the within instrument; that he/she knows the seal of said corporation; that the seal affixed to said instrument is such corporate seal; that it was affixed by order to the Board of Directors of said corporation; and that he/she signed his/her name thereto by like order.

Notary Public

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

Before me personally appeared David Prescott, to me well known and known to me to be the person described in and who executed the foregoing instrument, and acknowledged to and before me that he executed said instrument for the purpose therein expressed.

WITNESS my hand and official seal, this ____ day of _____, A.D. 20__.

Notary Public

AGENDA ITEM NO. 10.7

**Professional Services Contract No. S-21-1082 - Phase 1
Concept Renderings, Grant Assistance
with CHA Companies, Inc.**

AGENDA ITEM NO: 10.7
MEETING DATE: November 8, 2021

ALBANY COUNTY AIRPORT AUTHORITY
REQUEST FOR AUTHORIZATION

ACAA Approved
11/08/2021

DEPARTMENT:

Contact Person: *Matthew J. Cannon, Director of Development & Government Affairs*

PURPOSE OF REQUEST:

*Professional Services Contract No. S-21-1082 - Phase 1
Concept Renderings, Grant Assistance with CHA Companies, Inc.*

CONTRACT AMOUNT:

Base Amount: \$207,330

BUDGET INFORMATION:

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

AWARD CONDITIONS MET:

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

Service Disable Veteran Owned Business (SDVOB) N/A

FISCAL IMPACT - FUNDING (Dollars or Percentages)

Federal N/A State N/A Airport 100% NA
Term of Funding: 2021-2023

JUSTIFICATION:

Authorization is requested for payment of \$207,330 to CHA Companies, Inc. for Phase 1 of professional services related to the terminal expansion project.

Phase 1 consists of Renderings, Architectural Concept Design and related grant assistance.

CHIEF EXECUTIVE OFFICER'S RECOMMENDATION:

Recommend approval.

FINAL AGREEMENT SUBJECT TO APPROVAL BY COUNSEL: YES ✓ NA

AGENDA ITEM NO: 10.7
MEETING DATE: November 8, 2021

PROCUREMENT DEPARTMENT APPROVAL:

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

BACK-UP MATERIAL:

*Renderings
CHA Project Scope and Fee Proposal*



welcome to ALB

ALBANY INTERNATIONAL AIRPORT









Project Scope of Services and Fee Proposal

Albany International Airport

Albany County Airport Authority

Upstate Airport Economic Development and Revitalization Grant Solicitation

Terminal Security Checkpoint Expansion

Albany, New York

CHA Proposal No. X71174

August 11, 2021

REVISION 1- 8/26/2021

Submitted By:



3 Winners Circle

Albany, NY 12205-0269

1. INTRODUCTION

CHA, in association with Gensler, will provide grant development services support for the New York State Department of Transportation's Upstate Airport Economic Development and Revitalization Grant Solicitation for the Airport Terminal and Security Checkpoint Expansion and Modernization at Albany International Airport.

2. PROJECT DESCRIPTION

CHA will provide professional grant development support services to deliver a grant application which meets the requirements identified in the May 2021 Notice of Funding Availability. This includes providing high resolution photo quality renderings, a project description, schedule, and project cost, and technical assistance for submission of a grant on behalf of the Albany International Airport. The services include project coordination, including meetings and consultations at Albany International Airport offices/CHA Colonie Offices and assistance with presentations and materials for the Governor's Office. The project will incorporate modifications to the existing checkpoint, escalators, main entrance, vestibules along the front of the terminal, and addition of a larger queuing area that stretches across the roadway and opens up the security checkpoint area.

3. SCOPE OF SERVICES

CHA will provide the project program materials and develop the grant application for the Albany County Airport Authority (ALB/ACAA). CHA will email materials to the DOT as outlined in the "Upstate Airport Economic Development and Revitalization Grant Solicitation Application" obtained from the following website: <https://www.dot.ny.gov/upstateairportsolicitation>. The following items are provided as part of the grant application:

3.1 EXISTING CONDITIONS AND NEEDS: Develop a written section no longer than 2 pages that describes the Airport, the area, and the relationship to aviation in New York State and the local community. This section will speak to the needs of the airport that relates directly to the proposed project utilizing material from the master plan or provided by the ACAA as a guide or resource. As part of the needs assessment, CHA will facilitate two workshops to develop alternatives and select a preferred alternative to develop. The following items will be provided:

- **Visioning Workshop:** Facilitate one Visioning Workshop to define the operational parameters, goals, objectives, and broad direction of the project. We will document the outcome of the Visioning Workshop in graphic and narrative summaries.
- **Initial Alternatives:** We will develop up to three (3) initial alternative concepts, as sketches or digital models, showing options to achieve the project objectives and direction, for review and selection by the ACAA.
- **Alternatives Workshop:** We will provide one Workshop, virtually or in person, to review the Alternatives with the aim to select a concept, or elements of concepts, as the Preferred Alternative. We will document the preferences, decisions, and direction from the Workshop, and any written comments from the independent review by the ACAA, in graphic and narrative summaries.

- **Select/Preferred Alternative:** We will revise the initial alternative sketches to incorporate and confirm the preferred direction from the Alternatives Workshop. We will participate in one virtual review meeting to confirm the direction is accurately documented and gather comments before production phase begins.

3.2 PROJECT OBJECTIVE: Prepare a paragraph stating the ACAA objectives for the project.

3.3 FULL DESCRIPTION OF THE PROPOSED PROJECT: Prepare a 1-to-2-page description of the program to be included in the application incorporating the who, what and why of the projects. Specifically, the issues and opportunities addressed and expected outcomes and project deliverables. Included in this section will be narrative to meet the project evaluation criteria including on innovation in Design, Enhanced Passenger Amenities, and Customer Experience.

Renderings:

- Production – renderings/computer generated imagery: Based on the approved preferred alternative, we will prepare a digital model and generate photo-realistic three-dimensional views (renderings). These rendered images be delivered electronically as high resolution (for printing) and lower resolution (for web sharing). The project assumes there ~~may be four~~ five views rendered: an exterior bird’s eye view, an exterior view from eye level at the ground, and two interior views within the expansion area. The project schedule includes, roughly 60% thru production, one In-Progress Review for feedback on the limits of the image view, the scale of the improvement design visible, materials, and discussion of lighting and entourage (people, plants, vehicles, activity) to be included in the final image. Due to the tight schedule, we assume confirming a Final Draft in the final days of production, where comments are expected to be limited to adjustments in the color, building materials/textures, and number or type of entourage; the schedule does not include significant revisions to the conceptual massing or limits of the views.
- Production – conceptual plans for order of magnitude comparison: In parallel to any rendering model, we will develop conceptual-level plan views for input and coordination with the civil team and the building systems engineering team.
- Production – Concept Book: We will lead and coordinate production of one document which will record the Preferred Alternative and Conceptual Design.
- Deliverables: Graphic deliverables will be submitted as non-editable Portable Document Format (PDF) files and transmitted electronically to the ACAA.
- The project schedule does not assume that a building information model will be created.

Architectural Concept Design:

- We will review space planning and movement of passengers and employees within the new layouts. Plans will be developed to show the extents of demolition and new work for the terminal. Space plans will indicate approximate square footage of the spaces for retail, circulation, office, Back of House (BOH), etc.

3.4 PROJECT SCHEDULE: Develop a narrative of the project schedule and prepare a Microsoft project Critical Path Method (CPM) schedule that details each task from grant submission to project completion, allowing **no more than 24 months** from award of the grant to completion of construction. The CPM schedule will include all major project milestones including design, permitting and construction.

3.5 PROJECT LOCATION MAP: Prepare a project location map and floor plans illustrating where elements of the project are within the terminal.

3.6 PROJECT PHOTOGRAPHS: Provide existing facility photographs, particularly where the rendering will show the transformational change to the facility.

3.7 PROJECT BUDGET AND FUNDING: Prepare a funding summary including funding sources. Prepare a detailed budget including a breakdown of for each element of the project including:

- 3.7.1 Preliminary Design costs
- 3.7.2 Final Design costs
- 3.7.3 Construction costs
- 3.7.4 Construction Inspection costs
- 3.7.5 Administrative costs
- 3.7.6 Other Costs

3.8 PROJECT ENGINEERING: Provide renderings, and other supporting documents to be used in the grant application. To develop the construction cost estimate and validate the overall concepts, engineers in the fields of transportation, civil utilities, electrical, mechanical, and structural will develop engineering concepts and technical narratives to assist in the cost estimation process. Each engineering discipline will perform an existing condition review and document the changes to be made to the existing systems. Based on the new concept design, new systems will be documented and connections to existing systems noted and coordinated with the cost estimation team to develop the overall construction costs.

3.9 MEETINGS: Attend key stakeholder meeting(s) with the Airport staff, and/or their representative(s) during the grant preparation process. This includes initial project development meetings, visioning meeting, alternatives delivery meetings, and meetings with the New York State representatives as needed.

3.10 ADDITIONAL REQUIREMENTS: CHA will complete the State Environmental Quality Review Act (SEQR) and National Environmental Policy Act (NEPA). CHA will also complete a pen and ink change to the Airport Layout Plan (ALP) and required FAA 7460 submission paperwork.

4.0 GRANT DEVELOPMENT SCHEDULE

The grant application is to be submitted no later than **September 13, 2021**. The schedule on the next page identifies key tasks and milestones to produce the application for ACAA. The Notice to Proceed Date shall be 6/12/2021.

Key Tasks and Milestones	Key Dates	28-Jul	5-Jul	12-Jul	19-Jul	26-Jul	2-Aug	9-Aug	16-Aug	23-Aug	30-Aug	6-Sep	13-Sep	20-Sep
Staging		Part and Prep												
Kick Off - Visioning Prompts														
Homework and Benchmarking				Think										
Vision 2042 Workshop	13-Jul			★										
Initial Alternatives	±2 weeks				Develop Final Alternatives (3)									
Preview Alternatives (up to 3)	±3-Aug													
Review and Comment														
Alternatives Workshop	4-Aug						★							
Authority Review / Socialize														
Select Preferred / Comments	9-Aug													
Revise Preferred Concept (1)														
Confirming Preferred Direction	13-Aug													
Production - Rendering & Estimating	±4 weeks													
In Progress Application / Rendering	27-Aug													
Final Draft	7-Sep													
Final Review and Comment														
Finishing Touches + Package	±1 week													
Submit Application	15-Sep													

LEGEND

- Deliverable/Submittal ■
- Meeting ★
- Conference ●
- Process/Focus Work ■ Process
- Authority Review ■ Review

5.0 DELIVERABLES

All deliverables will be in electronic format. There will be no project plans, specifications, material cut sheets associated with this phase on the project. The deliverables will be a completed application for submission by the ACAA and required supporting materials.

6.0 FEES

The CHA Team will provide the above defined services for a lump sum of \$207,330.

CHA:	\$88,530
Gensler:	\$118,800
Lump Sum Total:	\$207,330

Design fees will be invoiced monthly to ACAA based on the percent complete progress of the project.

FEE PROPOSAL SUMMARY

**ALBANY INTERNATIONAL AIRPORT
TERMINAL GRANT DEVELOPMENT
CHA X71174**



Firm	CHA														TOTALS	
	Project Principal	Sr. Principal Planner VII	Sr. Principal Eng VI	Aviation Planner	Project Technician	Lead Civil Eng.	Design Engineer II	Sr. Civil Eng.	Sr. Roadway Eng.	Sr. Structural Eng	Sr. Elec Eng	Sr. Mech Eng	Architect	Project Scheduler		Cost Estimator
Name																
Hourly Rate	\$80.00	\$75.00	\$89.00	\$50.00	\$25.00	\$66.00	\$35.00	\$55.00	\$60.00	\$65.00	\$65.00	\$65.00	\$60.00	\$40.00	\$80.00	
TASKS-AVIATION																
Task 1- Meetings and Administration	16	20	30		2	20				2	2	2	4	4		102
Task 2- Existing Conditions and Needs		5					8	8	4	40	8	20				93
Task 3- Project Definition & Schedule Development				10			8	8		10	24	24		16		100
Task 4- Project Budget & Funding Development										12	12	12			80	116
Task 4- Federal & State Agency Coordination		3														3
Task 5- SEQR & NEPA		2														2
Task 6- Grant Submission						40										40
																0
																0
																0
Total Hours	16	30	30	10	2	20	56	16	4	64	46	58	4	20	80	456
Total Direct Labor Cost	\$1,280	\$2,250	\$2,670	\$500	\$50	\$1,320	\$1,960	\$880	\$240	\$4,160	\$2,990	\$3,770	\$240	\$800	\$6,400	\$88,530
Overhead & Fixed Fee	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	456
Total Labor Costs	\$3,840	\$6,750	\$8,010	\$1,500	\$150	\$1,960	\$5,880	\$2,640	\$720	\$12,480	\$8,970	\$11,310	\$720	\$2,400	\$19,200	\$88,530

EXPENSES	
Vehicle Mileage for Meetings (\$0.56) 60 miles	5 -
Flights, Hotel, Meals	5 -
Printing and Reproduction	5 -
TOTAL EXPENSES:	\$ -

TOTAL CHA LABOR:	\$ 88,530
SUBTOTAL EXPENSES:	\$ -
TOTAL CHA LABOR AND EXPENSES:	\$ 88,530
SUBTOTAL SUB CONSULTANTS:	\$ 118,800
TOTAL PROJECT:	\$ 207,330

SUB CONSULTANTS	TOTAL
Gensler* Includes 5th rendering	\$118,800
TOTAL:	\$ 118,800

AGENDA ITEM NO. 10.8

**Contract: Professional Services
Contract No. S-21-1076
Air Cargo Development Phase 2
with Hubpoint Strategic Advisors, LLC**

AGENDA ITEM NO: 10.8
MEETING DATE: November 8, 2021

ALBANY COUNTY AIRPORT AUTHORITY
REQUEST FOR AUTHORIZATION

ACAA Approved
11/08/2021

DEPARTMENT:

Contact Person: *Matthew J. Cannon, Director of Development & Government Affairs*

PURPOSE OF REQUEST:

Contract: *Professional Services Contract No. S-21-1076
Air Cargo Development Phase 2 with Hubpoint Strategic Advisors, LLC*

CONTRACT AMOUNT:

Base Amount: *\$120,000*

BUDGET INFORMATION:

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

AWARD CONDITIONS MET:

Apprenticeship N/A DBE N/A MWBE N/A
Service Disable Veteran Owned Business (SDVOB) N/A

FISCAL IMPACT - FUNDING (Dollars or Percentages)

Federal N/A State N/A Airport 100% NA NA
Term of Funding: 2021-2023

JUSTIFICATION:

Authorization is requested for Professional Service Contract No. S-21-1076 for Professional Services for Air Cargo Development Phase 2 with Hubpoint Strategic Advisors, LLC. An RFQ for Air Cargo Assessment was released on March 5, 2021. The Authority received one response (Hubpoint Strategic Advisors, LLC) which was acknowledged March 15, 2021.

CHIEF EXECUTIVE OFFICER'S RECOMMENDATION:

Recommend approval.

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

AGENDA ITEM NO: 10.8
MEETING DATE: November 8, 2021

PROCUREMENT DEPARTMENT APPROVAL:

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

BACK-UP MATERIAL:

*RFQ acknowledgement from Purchasing Agent dated March 18, 2021
Proposal from Hubpoint Strategic Advisors, LLC dated October 5, 2021*

**Contract #S-21-1076
Air Cargo Assessment**

Company Name	Hubpoint Strategic Advisors, LLC
--------------	-------------------------------------

I, Bobbi Matthews, certify that this proposal acknowledgment is a true copy of the submittals received for the proposal (RFQ) above.

Albany Airport Authority Purchasing Department

Bobbi Matthews
Bobbi Matthews,
Purchasing Agent

Sworn to before me this 18th day of March, 20 21.

Jennifer A. Munger
Notary Public

JENNIFER A. MUNGER
Notary Public, State of New York
No. 01MU6246332
Qualified in Schenectady County
Commission Expires Aug. 08, 20 23



October 5, 2021

Mr. Matt Cannon
Director of Development & Government Affairs
Albany County Airport Authority
737 Albany Shaker Road
Albany, New York 12211-1057

Dear Matt:

Hubpoint Strategic Advisors, LLC ("Hubpoint") is pleased to present this proposal to assist the Albany County Airport Authority ("the Authority") and the Albany International Airport ("ALB") with air cargo development initiatives. These initiatives relate to the findings and recommendations of the Phase 1 air cargo assessment completed by Hubpoint earlier in 2021. The proposal outlines a Phase 2 Scope of Work that is responsive to the Authority's continued interest in growing ALB's air cargo business and related activities.

The Phase 2 work consists of several action-oriented tasks focused on promoting ALB to air carriers and key cargo stakeholders, including local manufacturers and freight forwarders. Hubpoint will also assist in the development of ALB's air cargo brand, support the ongoing Master Plan and complete other ad hoc cargo-related task work.

PROPOSED SCOPE OF WORK – AIR CARGO DEVELOPMENT PHASE 2

1. Amazon Air promotional activities
 - a. Assess Amazon Air cargo operations, developing network and current strategies
 - b. Determine relevance to ALB, including regional Amazon e-commerce activities
 - c. Develop ALB business case for Amazon Air and related presentation materials
 - d. Meet with Amazon Air representatives to promote services at ALB
2. Incumbent cargo carrier promotional activities - FedEx, UPS, DHL Express
 - a. Assess incumbent cargo carrier operations in ALB region, relevant air/trucking networks and current strategies
 - b. Develop ALB business cases for expanded service by incumbent cargo carriers and related presentation materials
 - c. Meet with FedEx, UPS, DHL Express representatives to discuss current operations and promote additional express cargo services at ALB
3. Regional business community outreach and air cargo initiatives support
 - a. Promotional efforts related to general cargo segment and key stakeholders
 - b. Follow-up with CEG, Global Foundries, Regeneron, GE and other regional companies
 - c. Assess interest in ALB air cargo operations through eco-system engagement (forwarders, handlers, shippers, etc.) focused on familiarization and buy-in
 - d. Map Next Steps for specific stakeholder groups, including facilitating stakeholder collaboration



4. Charter and scheduled all-cargo freighter aircraft operations – including potential forwarder-controlled network
 - a. Research and analysis focused on general air cargo segment, including relevant local industries, companies, commodities and cargo markets
 - b. Determine current cargo flows and airport / airline / forwarder utilization
 - c. Assess feasibility of ALB charter, seasonal and scheduled all-cargo freighter operations
 - d. Outline ALB model for attracting freighter operations deemed feasible
5. ALB Air Cargo promotion and brand development
 - a. Identify ALB differentiators, determine value proposition, develop external messaging
 - b. Develop marketing materials (generic and targeted)
 - c. Air cargo conference support and attendance
 - d. Exposure in trade press (e.g. advertising, article citations)
 - e. Industry association participation (e.g. ACI Air Cargo Committee, AAAE)
6. Ad Hoc
 - a. Master Plan support with CHA, as necessary
 - b. Federal and State funding for ALB cargo development – grant applications and potential uses
 - c. Miscellaneous advisory services (regulatory, industry intel, meetings with Albany County Airport Authority management and Board etc.)

PROJECT TEAM

The Hubpoint Team for the ALB Air Cargo Development Phase 2 project is comprised of air cargo industry experts and experienced aviation consultants. Importantly, the primary team is comprised of the same consultants that executed the Phase 1 work, namely Doug Bañez (Managing Director), Zach Mensen (Vice President) and Jesse Cohen (Executive Consultant). Other air cargo Subject Matter Experts may be assigned as appropriate.

DELIVERABLES

Hubpoint's deliverables for the ALB Air Cargo Development Phase 2 work will include:

- Summaries of research and analysis
- Stakeholder outreach, including meeting coordination and execution
- Marketing / promotional materials in PowerPoint format with supporting text, charts, graphics
- Summary memos / reports of findings and recommendations
- Meetings and presentations to Albany County Airport Authority management and Board

TIMEFRAME

For the Phase 2 Scope of Work described, Hubpoint envisions a schedule that runs 12 months. This schedule acknowledges that several initiatives will be longer-term in nature, likely requiring ongoing efforts in subsequent contract years to be realized. Hubpoint is prepared to commence work upon execution of a contract and written Notice to Proceed.



PROJECT FEE AND TERMS

Hubpoint anticipates that the Scope of Work described above can be accomplished for the Project Fee of \$120,000. Any expenses (e.g. travel-related costs) incurred in the conduct of these tasks are in addition to the Project Fee and are to be reimbursed at actual cost based on prior approval of the Albany County Airport Authority.

Should the Authority elect to engage Hubpoint in substantive additional tasks related to this work, revisions to the Scope of Work, Timeframe and Project Fee will be determined in coordination with the client.

Hubpoint will invoice the Authority on a monthly basis.

CONCLUSION

Hubpoint very much appreciates the invitation to provide this proposal. Please let us know if there is any further information we may provide. We look forward to discussing specific details of the project with you and commencing work on these important air cargo development initiatives for ALB.

Sincerely,



Douglas C. Bañez
Managing Director



AGENDA ITEM NO. 11

Authorization of Change Orders

AGENDA ITEM NO. 12

Authorization of Federal and State Grants

AGENDA ITEM NO. 13

**Emergency Procurement Approvals by CEO –
Informational Only**

Old Business

New Business

Executive Session

Attorney-Client Privilege Matters