

## Minutes a Special Meeting of the Albany County Airport Authority

October 23, 2023

Pursuant to notice duly given and posted, a Special meeting of the Albany County Airport Authority was called to order on Monday, October 23, 2023 @ 12:00 p.m. in the 3<sup>rd</sup> 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  
Steven H. Heider  
Thomas A. Nardacci  
John-Raphael Pichardo  
Kevin R. Hicks, Sr. (Telephone)  
Janet M. Thayer (Telephone)

### MEMBERS ABSENT

Sari M. O'Connor

### STAFF

Philip F. Calderone, Esq.  
Christine C. Quinn  
Michael F. Zonsius  
Matt Cannon  
Liz Charland  
John LaClair  
Connor Haskin

### ATTENDEES

Carmiena Brooks, Assistant Airport Manager  
Jim O'Brien, Operations Manager  
Steve Smith, AvPorts Communications Director  
George Penn, Director of Operations Albany County  
Cameron Sagan, Albany County  
Brian King, Manager Million Air  
Jeff Lovell, Managing Director, Park Strategies, LLC  
Beth DiBattista, VP Operations, Turner Construction  
Kelly Melaragno, CHA Consulting, Inc.  
Rob Wagner, Turner Construction  
Carl Stewart, Turner Construction VP and General Manager



Chair Fresina noted that there was a quorum.

### 1. Approval of Minutes

Mr. Heider moved to approve the minutes of the October 11, 2023 meeting. The motion was adopted unanimously.

### Action Items:

### 2. Construction Contract: Authorization to Award Construction Contract 21-1082-STR & INT for Terminal Expansion – Structural & Interior to MLB Construction Services, LLC.

Ms. Quinn recommended authorization to award construction contract Contract 21-1082-STR & INT for Terminal Expansion – Structural & Interior to MLB Construction Services, LLC. for a base amount of :\$44,639,000 with the following proposed alternates:

Add Alternate 1: Vestibules	\$ 1,400,000	___
Add Alternate 2: Commercial Lane4 Canopy	450,000	___
Add Alternate 3a: Ticketing High Wall Paint	70,000	___
Add Alternate 3b: Ticketing High Wall Baffles	1,010,000	___
Add Alternate 4: Digital Banner Ticketing	1,065,000	___
Add Alternate 5: Level 1 Carpet	45,000	___
Add Alternate 6: Level 3 Carpet	65,000	___
Add Alternate 7: Foundation/Steel	190,000	___
Add Alternate 8: Stairs at Garage side of New Connector	420,000	___
Add Alternate 9: Bocci Structural Lighting	400,000	___
Deduct Alternate 10: Recompose Flooring Areas	(53,000)	___

Mr. Pichardo moved to approve the award of contract Contract 21-1082-STR & INT for Terminal Expansion – Structural & Interior to MLB Construction Services, LLC. for a base amount of :\$44,639,000 with the following proposed alternates:

Add Alternate 1: Vestibules	\$ 1,400,000	___
Add Alternate 2: Commercial Lane4 Canopy	450,000	___
Add Alternate 3a: Ticketing High Wall Paint	70,000	<b>Recommend</b>
Add Alternate 3b: Ticketing High Wall Baffles	1,010,000	___
Add Alternate 4: Digital Banner Ticketing	1,065,000	<b>Recommend</b>
Add Alternate 5: Level 1 Carpet	45,000	<b>Recommend</b>
Add Alternate 6: Level 3 Carpet	65,000	<b>Recommend</b>
Add Alternate 7: Foundation/Steel	190,000	<b>Recommend</b>
Add Alternate 8: Stairs at Garage side of New Connector	420,000	___
Add Alternate 9: Bocci Structural Lighting	400,000	<b>Recommend</b>
Deduct Alternate 10: Recompose Flooring Areas	(53,000)	___

The motion was adopted unanimously.

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



**ALBANY COUNTY AIRPORT AUTHORITY**

**SPECIAL MEETING**

**AGENDA**

**October 23, 2023**

- 1. Acceptance of Minutes: October 11, 2023**
- 2. Construction Contract: Authorization to Award Construction Contract 21-1082-STR & INT for Terminal Expansion – Structural & Interior to MLB Construction Services, LLC.**

## **AGENDA ITEM NO. 1**

**Approval of Minutes  
October 11, 2023**



## **Minutes of the Regular Meeting of the Albany County Airport Authority**

**October 11, 2023**

Pursuant to notice duly given and posted, the regular meeting of the Albany County Airport Authority was called to order on Wednesday, October 11, 2023 @ 9:00 a.m. in the 3<sup>rd</sup> Floor Conference Room of the main terminal located at the Albany International Airport by Chairman Samuel A. Fresina with the following present:

### **MEMBERS PRESENT**

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

### **MEMBERS ABSENT**

**ACAA Approved  
10/23/2023**

### **STAFF**

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

### **ATTENDEES**

Dennis Feeney, Majority Leader  
Carmiena Brooks, Assistant Airport Manager, AvPorts  
Steven Smith, Communications Director, AvPorts  
Katie Mahoney, Parking Manager, AvPorts  
Captain Dorsey, ARFF, AvPorts  
Kevin Hehir, AvPorts  
Ray Camilli, AvPorts  
Cameron Sagan, Public Information Officer Albany County  
Mike Cavaleri, AV Specialist Albany County  
Naishly Ortiz, Communications Albany County  
Rob Wagner, Turner Construction  
Beth DiBattista, VP Operations, Turner Construction  
Kelly Melaragno, CHA Consulting, Inc.  
Jeremy Martelle CHA Consulting  
Jeff Lovell, Managing Director, Park Strategies, LLC



Chair Fresina noted that there was a quorum.

**General:**

**1. Chairman's Remarks**

Chair Fresina welcomed Steven Smith to the Airport in his new role with AvPorts as Communications Director

**2. Approval of Minutes**

Ms. O'Connor moved to approve the minutes of the August 7, 2023 meeting. The motion was adopted unanimously.

Ms. O'Connor moved to approve the minutes of the September 18, 2023. The motion was adopted unanimously

**Management Reports:**

**3. Communications and Report of Chief Executive Officer**

Mr. Calderone reported on the following in his Communications Report for the month of October 2023

- Strong Financial Performance
- Terminal Expansion Project
- Design for the In-Line Baggage System
- A Concourse Redesign and Expansion
- Operational meetings with TSA, Sheriff and Airlines regarding all ongoing projects.
- Inaugural American Airlines flight to Dallas
- International Airport Summit in London for our Airport's accessibility efforts.

**4. Chief Financial Officer Report**

Mr. Zonsius advised he will present the September financials at the next Board meeting.

**5. Project Development**

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

**6. Counsel**



**7. Concessions/Ambassador Program**

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

**8. Public Affairs**

**Mr. Smith reported on the following:**

Fear of Fly Class on October 26. We will be hosting another one.

TV interview with Spectrum News on Friday, September 29 about impact on airport in the event of Federal Government shutdown.

Inaugural ALB to DFW flight on Friday, October 6. It was our most popular post reaching over 54K people.

Patriot Flight on Friday, October 6 and Leatherstocking Honor Flight scheduled for Saturday, October 14.

Job fair held on Wednesday, October 4 at Holiday Inn in Latham. Another job fair is being held on October 11 at Crossgates.

Airport's social media --- posting information about the terminal expansion project, specifically the reduced lanes, parking information and importance of picking up and dropping off passengers quickly to avoid traffic congestion.

In addition to traditional media, goal is to also keep informing and engaging with public through our social media platforms.

**9. Business & Economic Development**

**Action Items:**

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

**10.1 Approve Services Agreement, SC-1164, to GAT Airlines Ground Support Inc. for Acceptance and Inspection Services of Loading Dock Deliveries**

Ms. Quinn recommended authorization to approve Service Agreement, SC-1164



with GAT Airlines Ground Support Inc. for Acceptance and Inspection Services of Loading Dock Deliveries. She advised GAT Airlines Ground Support, Inc. (GAT) shall accept all loading dock deliveries for ALB Terminal at their Air Cargo Facility. GAT shall inspect all delivered goods and notify each company who has had a product delivered. A request is made to enter into a one (1) year agreement with two (2) optional one (1) year renewals for a Contract Amount of \$300,000.00/year.

Mr. Heider moved to approve Service Agreement SC-1164 with GAT Airlines Ground Support Inc. for Acceptance and Inspection Services of Loading Dock Deliveries for a one (1) year agreement with two (2) optional one (1) year renewals for a Contract Amount of \$300,000.00/year. The motion was adopted unanimously.

**10.2 Service Contract: Service Contract No. SC-23-1156 Snow Removal Services with Peter Luizzi & Bros. Contracting Inc., 857 1<sup>st</sup> Street, Watervliet, New York 12189**

Mr. LaClair recommended authorization to approve Service Contract No. SC-23-1156 for Snow Removal Services (this item was originally presented to the Board and tabled at ACAA regular Board meeting on September 18, 2023).

Mr. LaClair advised an RFP was issued on July 20, 2023 and Pre-Proposal Meeting was held on August 10, 2023. Proposers were requested to propose a two-year term with three (3) one-year options at the following seven (7) locations: 1. Airport Ramp Areas; 2. Parking Lots; 3. Hangar Roads, Industrial Park & Parking Areas; 4. Remote Areas; 5. T-Hangars; 6. E-Parking Lot; and 7. Million Air.

The Authority received three (3) proposals on August 22, 2023 and an evaluation committee reviewed the three (3) proposals. The evaluation committee selected Peter Luizzi & Bros. Contracting Inc. as the qualified proposer that offered the best value. A request is also made to enter into a two (2) year contract and allow the Chief Executive Officer to authorize three (3) optional one (1) year contract extensions.

The contract amounts are as follows and are estimated based on 2022 amount totals: 2024 \$178,574; 2025 \$178,574; 2026 \$189,456; 2027 \$193,844; 2028 \$193,844 for an estimated five year total of \$934,292.

Mr. Pichardo moved to approve Service Contract No. SC-23-1156 for Snow Removal Services with Peter Luizzi & Bros. Contracting Inc. for a two-year term with three (3) one-year options and allow the Chief Executive Officer to authorize the three (3) optional one (1) year contract extensions in the following estimated contract amounts based on 2022 amount totals: 2024 \$178,574; 2025 \$178,574; 2026 \$189,456; 2027 \$193,844; 2028 \$193,844. The motion was adopted unanimously.





**10.3 Authorization to begin the Procurement Process to secure a Bank Revolving Line of Credit (“Credit Line”) by Private Negotiated Sale pursuant to the terms of the Authority’s “Guidelines Establishing Procedures for the Selection of Underwriters; for the Sale of the Authority’s Bonds and certain Other Matters” (the “Guidelines”).**

Mr. Zonsius recommended authorization to begin the Procurement Process to secure a Bank Revolving Line of Credit (“Credit Line”) by Private Negotiated Sale pursuant to the terms of the Authority’s “Guidelines Establishing Procedures for the Selection of Underwriters; for the Sale of the Authority’s Bonds and certain Other Matters” (the “Guidelines”).

The Authority is considering undertaking a project (the “Project”) that includes the construction of a connector between the existing terminal and parking garage located at the Albany County Airport. The Authority anticipates receiving certain grant funding (collectively, the “Grants”) from the (a) New York State Department of Transportation Aviation Project Funding in an amount not to exceed \$60,000,000 and (b) Federal Aviation Administration in an amount not to exceed \$40,000,000. The terms of the Grants require the Authority to advance payments on grant eligible expenditures from its own funds. Based upon the size of the Grants, the limitation on use of other restricted funds of the Authority, and the delay of receipt of reimbursement funds, the Authority desires to have a line of credit available to temporarily finance cash flows, which can vary with the size and timing of payments to contractors. Therefore, the Authority intends to provide interim financing for the Project in anticipation of the receipt of the Grants through the Credit Line.

The Credit Line is expected to be obtained via a Private Negotiated Sale pursuant to the Guidelines. If a Private Negotiated Sale is authorized, the financial institution (the “Bank”) with which the Authority will enter into the Credit Line will be procured via a Request for Proposal, to be prepared by the Authority’s Financial Advisors.

The Authority is being advised on this transaction by its Bond Counsel, Hodgson Russ LLP, and its two Financial Advisors: Public Resources Advisory Group and Frasca & Associates. The Authority will also seek certain approvals from the Comptrollers of the County of Albany and the State of New York, as required by New York law.

Mr. Hicks moved to authorize the Authority to begin the Procurement Process to secure a Bank Revolving Line of Credit (“Credit Line”) by Private Negotiated Sale pursuant to the terms of the Authority’s “Guidelines Establishing Procedures for the Selection of Underwriters; for the Sale of the Authority’s Bonds and certain Other Matters” (the “Guidelines”). The motion was adopted unanimously.



**10.4 Purchase Order Runway Sweeper Replacement Brushes Contract # 1160, United Rotary Brush Corporation, 15607 W. 100<sup>th</sup> Terrace, Lenexa, KS 66219**

Mr. Zonsius recommended authorization to approve the purchase of Runway Sweeper Replacement Brushes on an as needed basis. He advised a Request for Bid was issued August 24, 2023 and one (1) bid was received. United Rotary Brush Corporation was the sole responder to the bid with cost of \$4,119.00 for a set of brushes for one machine. The total Contract Amount is \$370,710 (one year with four-one year optional renewals) (\$74,142 per year based on eighteen (18) sets @ \$4,119.00) This purchase is to funded from Account Number: 54050-50-0000.

Ms. O'Connor moved to authorize the purchase of Runway Sweeper Replacement Brushes on an as needed basis from United Rotary Brush Corporation for a total Contract Amount of \$370,710 (one year with four-one year optional renewals) (\$74,142 per year based on eighteen (18) sets @ \$4,119.00). The motion was adopted unanimously.

**10.5 PC70129 OGS Contract Road Salt/Deicer Using New York State Contracts (No. 01800)**

Mr. Zonsius recommended authorization to make purchases using State of New York Contracts for Road Salt using NYS State Contract Number 23315 for the period of September 01, 2023 – August 31, 2024 from Apalachee Salt, 1423 Highland Ave., Rochester, New York 14620 in the Contract Amount (estimated) of \$60,790 per year (\$60.79/ton at estimated 1,000 tons) from account numbers 23-53048-30-0000 and 23-53048-32-0000. He advised New York State Office of General Services Procurement Services has conducted bidding for the above-mentioned contract and the awarded vendor has agreed to offer the Airport the same terms and conditions of these contracts. The consumption for 2023 was \$34,027.45 (469 tons at \$72.53).

Mr. Heider moved authorize the Authority to make purchases using State of New York Contracts for Road Salt using NYS State Contract Number 23315 for the period of September 01, 2023 – August 31, 2024 from Apalachee Salt, 1423 Highland Ave., Rochester, New York 14620 in the Contract Amount (estimated) of \$60,790 per year (\$60.79/ton at estimated 1,000 tons). The motion was adopted unanimously.

**10.6 Professional Services Contract: Authorization to Award: Contract No. S-1162 Professional Engineering Services for the Runway 1-19 Rehabilitation and Lighting Upgrades with C & S Companies.**

Ms. LaClair recommended authorization to award the Professional Services Contract S-1162 Runway 1-19 Rehabilitation and Lighting Upgrades to C & S Companies of



Syracuse, N.Y. in the amount of \$313,250.00. He advised the Board approved the Authority to negotiate with C&s Companies at the September 18, 2023 regular Board meeting. This contract will be 90% Federally funded; 5% State and 5% Airport.

Mr. Pichardo moved authorize the award of Professional Services Contract S-1162 Runway 1-19 Rehabilitation and Lighting Upgrades to C & S Companies of Syracuse, N.Y. in the amount of \$313,250.00. The motion was adopted unanimously.

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

**Old Business:**

**New Business:**

Ms. Quinn advised that as the bids for the Terminal Expansion-Structural and Interior --- Contract No. 21-1082-STR & INT (Bid Package 4/5) were opened yesterday we will need to hold a Special Meeting before our next scheduled meeting in November to award this contract.

Chair Fresina advised we will hold the Special Meeting on Monday, October 23, 2023 at 12:00 noon in the Million Air Conference Room. He requested that the agenda be sent to the Board on Monday October 16, 2023.

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

There being no further business, the meeting was adjourned at 9:45 a.m.



**ALBANY COUNTY AIRPORT AUTHORITY**

**REGULAR MEETING**

**AGENDA**

**October 11, 2023**

**General:**

**3. Chairman's Remarks**

**4. Approval of Minutes:**

**Regular Meeting – August 7, 2023**

**Regular Meeting - September 18, 2023**

**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 Service Contract No. – SC-1164 GAT Airlines Ground Support, Inc. for Acceptance and Inspection Services of Loading Dock Deliveries**

**10.2 Tabled Item from September 18, 2023 Board Meeting: Service Contract: Service Contract No. SC-23-1156 Snow Removal Services; Peter Luizzi & Bros. Contracting Inc., 857 1st Street, Watervliet, New York 12189**

**10.3 Bank Revolving Line of Credit ("Credit Line") by Private Negotiated Sale**



**10.4 Contract No. 1160 Sweeper Replacement Brushes**

**10.5 PC70129 NYS OGS Contract Road Salt/Deicer Using New York State Contracts (No. 01800)**

**10.6 Award Contract No. S-1162 Professional Engineering Services for Runway 1-19 Rehabilitation and Lighting upgrades with C&S Companies**

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

**12. Authorization of Federal and State Grants**

**13. Informational Only**

**Old Business:**

**New Business:**

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

## **AGENDA ITEM NO. 2**

**Construction Contract: Authorization to  
Award Construction Contract 21-1082-STR &  
INT for Terminal Expansion – Structural &  
Interior to MLB Construction Services, LLC.**

AGENDA ITEM NO: 2  
MEETING DATE: October 23, 2023

ALBANY COUNTY AIRPORT AUTHORITY  
REQUEST FOR AUTHORIZATION

ACAA Approved  
10/23/2023

**DEPARTMENT:** *Legal/Engineering*

Contact Person: *Christine C. Quinn, Authority Counsel  
John LaClair, Chief Engineer*

**PURPOSE OF REQUEST:**

*Construction Contract: Authorization to Award Construction Contract 21-1082-STR & INT  
for Terminal Expansion – Structural & Interior to MLB Construction Services, LLC.*

**CONTRACT AMOUNT:**

Base: \$44,639,000

Add Alternate 1: Vestibules	\$ 1,400,000	_____
Add Alternate 2: Commercial Lane4 Canopy	450,000	_____
Add Alternate 3a: Ticketing High Wall Paint	70,000	<u>Yes</u>
Add Alternate 3b: Ticketing High Wall Baffles	1,010,000	_____
Add Alternate 4: Digital Banner Ticketing	1,065,000	<u>Yes</u>
Add Alternate 5: Level 1 Carpet	45,000	<u>Yes</u>
Add Alternate 6: Level 3 Carpet	65,000	<u>Yes</u>
Add Alternate 7: Foundation/Steel	190,000	<u>Yes</u>
Add Alternate 8: Stairs at Garage side of New	420,000	_____
Connector Add Alternate 9: Bocci Structural Lighting	400,000	<u>Yes</u>
Deduct Alternate 10: Recompose Flooring Areas	(53,000)	_____

**BUDGET INFORMATION:**

Anticipated in Current ALB Capital Plan: Yes ✓ No \_\_\_\_\_ NA  
Funding Account No.: CPN 50-2021

**AWARD CONDITIONS MET:**

Apprenticeship ✓ DBE ✓

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

Federal <u>TBD</u>	State <u>TBD</u>	Airport <u>N/A</u>
Term of Funding: <u>2023-2025</u>		
Grant No.: <u>N/A</u>	STATE PIN: <u>N/A</u>	

AGENDA ITEM NO: 2  
MEETING DATE: October 23, 2023

**JUSTIFICATION:**

*Request to award Contract # 21-1082-STR & INT for the Terminal Expansion – Structural & Interior to qualified low bidder MLB Construction Services, LLC Malta, NY for \$44,639,000. The contract scope includes, but not limited to, provide the following (1) curtain wall, storefront systems and interior glazing (2) sliding and vestibule doors (3) roofing (4) expansion joints (5) exterior and interior framing (6) metal wall panels (7) granite bases (8) removal of existing canopies (9) masonry and masonry repairs, (10) mechanical, electrical, plumbing and fire alarm systems (11) audio visual systems, (12) security systems (13) maintenance and traffic protection (14) interior finishes (15) children’s play area (16) children’s sensory area (17) executive lounge (18) selective demolition (19) doors frames and hardware (20) solar panels (21) miscellaneous metals (22) millwork + casework (23) signage and wayfinding (24) specialties.*

**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:**

*Please refer to the attached Contract 21-1082 - STR & INT Bid Tabulation.*

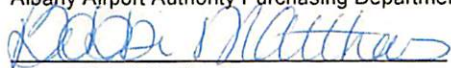


**CONTRACT #21-1082-STR & INT**  
**Terminal Expansion - Structural & Interior**

Company Name	VRH Construction	MLB Construction Services, LLC.
Addendum #1-16	x	x
Lump Sum Bid	\$49,879,600.00	\$44,639,000.00
Bid Bond	5%	5%
Board of Directors	X	X
Non-Collusion	X	X
Qualification Questionnaire	X	X
Acknowledgment	X	X

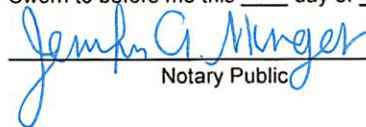
I, Bobbi Matthews, certify that this bid tabulation is a true copy of the prices submitted by each bidder for the construction project shown above.

Albany Airport Authority Purchasing Department



Bobbi Matthews  
Purchasing Agent

Sworn to before me this 11<sup>th</sup> day of October 2023



Notary Public

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