

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

**August 18, 2025**

Pursuant to notice duly given and posted, the regular meeting of the Albany County Airport Authority was called to order on August 18, 2025 at 9:00 a.m. in the Third Floor Conference Room located in the Terminal at the Albany International Airport, Albany, New York by the Chair, Samuel A. Fresina, with the following present:

**MEMBERS PRESENT**

Samuel A. Fresina, Chair  
Steven Heider  
Kevin R. Hicks, Sr.  
Harold Iselin  
Sari O'Connor  
John-Raphael Pichardo  
Janet M. Thayer

**MEMBERS ABSENT**

**STAFF**

Peter F. Stuto, Chief Executive Officer  
Christine Quinn, Authority Counsel  
John O'Donnell, Chief Operating Officer  
Kathy Greenwood, Director of Art & Culture  
Helen Chadderdon, Marketing Manager  
Liz Charland, Administrative Services  
Matt Hunter, Communication Director  
John LaClair, Chief Engineer  
Bobbi Matthews, Purchasing Agent  
Dave Montiverdi, Airport Planner  
Matt Mokey, Airport Engineer  
Debbie Pasquini, Confidential Secretary

**ATTENDEES**

Dennis Feeney, Majority Leader Albany County Legislature  
Carmiena Brooks, Assistant Airport Manager  
Don Brundage, Safety, Health & Env. Manager, Avports  
Ray Camilli, Airfield Maintenance Manager, Avports  
Chief Steve Dorsey, ARFF Avports  
Kevin Hehir, Building Maintenance Manager, Avports  
Deputy Fire Chief Chris Mengé, ARFF Avports  
Chris Pasquini, Assistant Maintenance Manager, Avports  
Brian King, Manager Million Air Albany  
Jeff Lovell, Managing Director, Park Strategies, LLC

Andrew Mangini, The Martin Group

Chair Fresina noted that there was a quorum.

**General:**

**1. Chairman's Remarks**

Chair Fresina voiced support for managers and in continuing resources for Airport operations.

**2. Approval of Minutes**

Mr. Heider moved to approve the minutes of the July 14, 2025 regular board meeting and the July 29, 2025 Special meeting.

The motion was adopted unanimously.

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

Mr. Stuto presented a Communications and Chief Executive Officer's Report for the month of August 2025.

**Reports:**

**4. Chief Operating Officer**

Mr. O'Donnell presented a Chief Operating Officer's Report for the month of August 2025.

**5. Chief Financial Officer**

Mr. O'Donnell presented the Financial Report for the month of August 2025. (Power Point attached.)

**6. Project Development**

Mr. O'Donnell and Mr. LaClair presented the Project Development Report for the month of August 2025. (Power Point attached.)

**7. Counsel (Informational Item)**

Reference was made to a Board item approved on January 23, 2024 for Contract No. S-21-1082-FF&E with Quality Office Environments. A 2024 furniture list was approved at that meeting for a total of \$259,821.07. Since that approval, certain furniture substitutions and modifications have been made. A "Final Furniture List" was provided to the Board on August 18, 2025 for a total cost, which is below the original approved amount, of \$257,564.86. The Board having no comments or objections, Ms. Quinn asked that this be documented in the meeting minutes.



**8. Concessions/Ambassador Program**

Ms. Chadderdon presented the Concessions/Ambassador Report for the month of August 2025.

**9. Public Affairs**

Mr. Hunter presented the Public Affairs Report for the month of August 2025. (Power Point attached.)

**9A. Art & Culture Program**

Ms. Greenwood presented the Art & Culture Report for the month of August 2025. (Power Point attached.)

**9B. Planning**

Mr. Montiverdi presented the Planning Report for the month of August 2025. (Power Point attached.)

**Action Items:**

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

**10.1 Awarding Contract No. SC-1207 to Diversified Search, LLC**

Mr. Pichardo recommended authorization to negotiate for Professional Services Contract SC-1207 – Executive Search Firm to perform national executive and recruiting services to assist the Authority in identifying and appointing a Chief Executive Officer and Chief Financial Officer contingent upon Board approval of negotiated terms and conditions.

Mr. Pichardo moved to approve negotiations for Professional Services Contract SC-1207 – Executive Search Firm to perform national executive and recruiting services to assist the Authority in identifying and appointing a Chief Executive Officer and Chief Financial Officer contingent upon Board approval of negotiated terms and conditions. The motion was adopted unanimously.

**10.2 Purchase Order: Purchase of one (1) Aircraft Tractor for the Fixed Base of Operations from Aero Specialties, Inc. per their quote numbered AS1Q30949**

Mr. O'Donnell recommended authorization to issue a Purchase Order to Aero Specialties, Inc. per their quote numbered AS1Q30949 in the amount of \$61,458.97 plus estimated shipping charges of \$5,197. He advised this request is to purchase a new Aircraft Tractor for the Fixed Base of Operations. The

towing capacity is 60,000 lbs. This tractor is used to move medium to small cabin aircrafts. Three comparable quotes were obtained.

Mr. Heider moved to approve a Purchase Order to Aero Specialties, Inc. per their quote numbered AS1Q30949 in the amount of \$61,458.97 plus estimated shipping charges of \$5,197. The motion was adopted unanimously.

**10.3 Issue Purchase Order for Electric Service Repair near the Air Guard Hangar done by National Grid**

Mr. LaClair recommended authorization to issue a Purchase Order to National Grid of Albany for Electric Service Repair near the Air Guard Hangar done by National Grid in the amount of \$66,497.54. He advised during undermining of the Airport interior perimeter road, a storm drainage pipe was found to be falling apart. Airfield Maintenance was attempting to excavate to the top of the pipe to make temporary repairs to maintain the roadway until weather conditions allowed for replacement of the pipe, but while removing the soil from atop the pipe, the excavator hit a National Grid electrical feed to the Air Guard facility, which resulted in a power outage for that facility. National Grid made the necessary repairs (temporary) to re-energize the Air Guard. Since then National Grid has submitted a proposal to make permanent repairs and move the power line out of the way to allow Airfield maintenance to replace the drainage pipe safely.

Mr. Hicks moved to approve a Purchase Order to National Grid of Albany for Electric Service Repair near the Air Guard Hangar done by National Grid in the amount of \$66,497.54. The motion was adopted by majority with Mr. Pichardo abstaining.

**10.4 Approve the Purchase of One(1) Aircraft Deicing Vehicle Contract #E-1245 from Textron, Inc. , 41 Busch Drive, Cartersville, GA 30121**

Mr. O'Donnell recommended authorization to issue a Purchase Order to Textron, Inc. of Cartersville, GA in the amount of \$436,000 plus shipping charges of \$5,000 for a total of \$441,000 for the purchase of one (1) Aircraft Deicing Vehicle for use by Million Air to deice commercial and general aviation aircrafts. Purchase of this vehicle will ensure adequate equipment is available during the upcoming winter season. A Request for Bid was released and two bids were received on July 30, 2025. The lowest priced bid received was from Textron, Inc. Both bids were reviewed by the Million Air Manager, Brian King and AvPorts Assistant Maintenance Manager, Chris Pasquini. They have approved the equipment bid and recommend purchase of this vehicle.

Ms. O'Connor moved to approve a Purchase Order to Textron, Inc. of Cartersville, GA in the amount of \$436,000 plus shipping charges of \$5,000 for a total of \$441,000 for the purchase of one (1) Aircraft Deicing Vehicle for use by Million Air to deice commercial and general aviation aircrafts. The motion was adopted unanimously.

**10.5 Purchase Order: Purchase of one (1) Beltloader for the Fixed Base of Operations from Aero Specialties, Inc. per their quote numbered AS1Q30859**

Mr. LaClair recommended authorization to issue a Purchase Order to Aero Specialties, Inc. in the amount of \$67,913.75 plus estimated shipping charges of \$2,750 to purchase a new TLD NBL-RD Beltloader for the Fixed Base Tractor for the Fixed Base of Operations. He advised the beltloader is capable of handling narrow and wide body aircraft. This will be used for GA Charters and if needed for commercial diversions. Three comparable quotes were obtained and the attached quote reflected best available price. The availability of equipment and number of vendors offering this type of equipment specific to our needs is limited.

Mr. Hicks moved to approve a Purchase Order to Aero Specialties, Inc. in the amount of \$67,913.75 plus estimated shipping charges of \$2,750 to purchase a new TLD NBL-RD Beltloader for the Fixed Base Tractor for the Fixed Base of Operations. The motion was adopted unanimously.

**11. Authorization of Change Orders**

**11.1 Authorization of Change Order #6 for Construction Contract 1127-GC for Concourse A Rehabilitation to AOW Construction LLC.**

Mr. Mokey recommended authorization to award Change Order No. 6 for Construction Contract 1127-GC for Concourse A Rehabilitation to AOW Construction LLC. in the amount of \$53,371. He advised this change order The change order work includes modification to the existing structural steel at the roof level. Work includes additional engineering, fabrication, and installation to complete the work and implement revised gusset plate detail to the existing structural steel. Additional work under this change order includes the removal of additional brick wall and infilling the window opening to Gate A2 Passenger Boarding Bridge.

Mr. Hicks moved to approve Change Order No. 6 for Construction Contract 1127-GC for Concourse A Rehabilitation to AOW Construction LLC. in the amount of \$53,371. The motion was adopted unanimously.

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

**Old Business:**

**New Business:**

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

Mr. Hicks made a motion to go into executive session at 10:45 a.m. to discuss:

ES-1 Matter Involving a Particular Corporation

ES-2 Matter Involving a Particular Individual

The motion was adopted unanimously.

**There being no action taken and no further business, the meeting was adjourned at 11:44 a.m.**

**ALBANY COUNTY AIRPORT AUTHORITY**

**REGULAR MEETING**

**August 18, 2025**

**General:**

- 3. Chairman's Remarks**
- 4. Approval of Minutes**  
**Regular Meeting – July 14, 2025**  
**Special Meeting – July 29, 2025**
- 5. Communications and Report of Chief Executive Officer**

**Reports:**

- 4. Chief Operating Officer**
- 5. Chief Financial Officer**
- 6. Project Development**
- 7. Counsel**
- 8. Concessions/Ambassador Program**
- 9. Public Affairs**
- 9A. Art & Culture Program**

**Action Items:**

- 10. Authorization of Contracts/Leases/Contract Negotiations/Contract Amendments**
  - 10.1 Awarding Contract No. SC-1207 to Diversified Search, LLC**
  - 10.2 Purchase Order: Purchase of one (1) Aircraft Tractor for the Fixed Base of Operations from Aero Specialties, Inc. per their quote numbered AS1Q30949**
  - 10.3 Issue Purchase Order for Electric Service Repair near the Air Guard**

**Hangar done by National Grid**

**10.4 Approve the Purchase of One(1) Aircraft Deicing Vehicle Contract #E-1245 from Textron, Inc. , 41 Busch Drive, Cartersville, GA 30121**

**10.5 Purchase Order: Purchase of one (1) Beltloader for the Fixed Base of Operations from Aero Specialties, Inc. per their quote numbered AS1Q30859**

**11. Authorization of Change Orders**

**11.1 Authorization of Change Order #6 for Construction Contract 1127-GC for Concourse A Rehabilitation to AOW Construction LLC.**

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

**Old Business:**

**New Business:**

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

**ES-1 Matter Involving a Particular Corporation**

**ES-2 Matter Involving a Particular Individual**

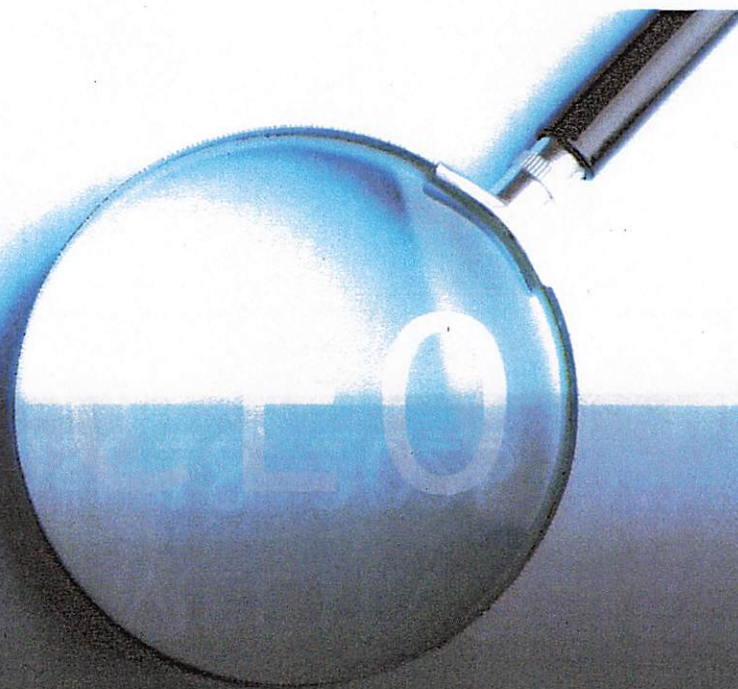


ACAA BOARD MEETING  
9 AM | August 18, 2025



# CEO's Report

**ALB** ALBANY  
INTERNATIONAL AIRPORT



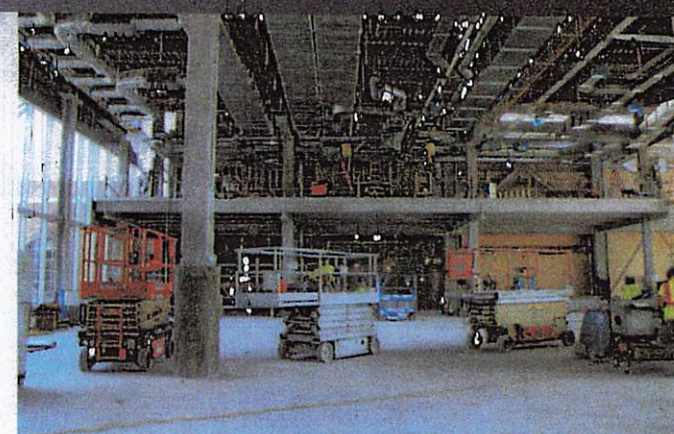




# CHIEF OPERATING OFFICER'S REPORT



**ALB**



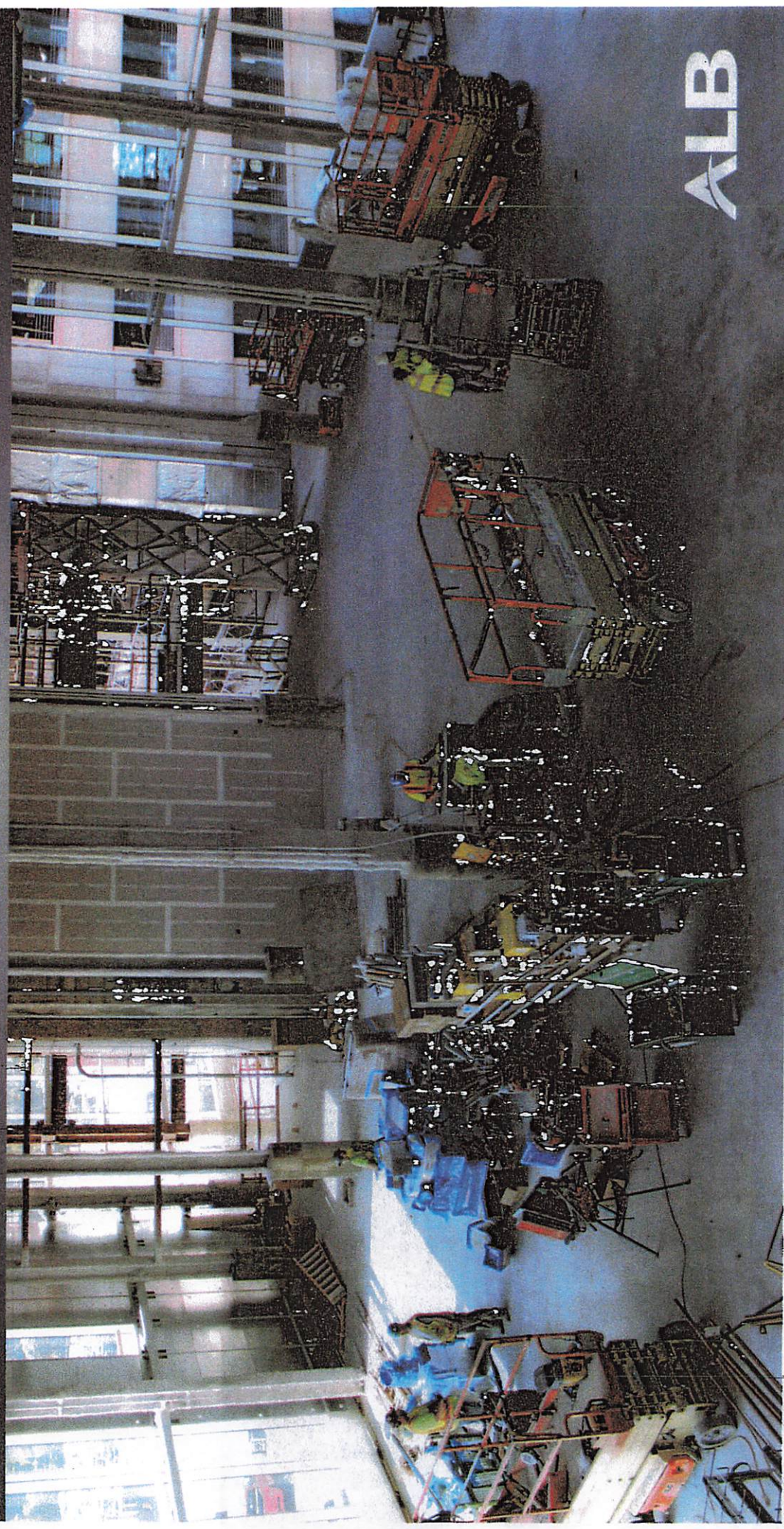


# MAIN TERMINAL EXPANSION





# MAIN TERMINAL EXPANSION



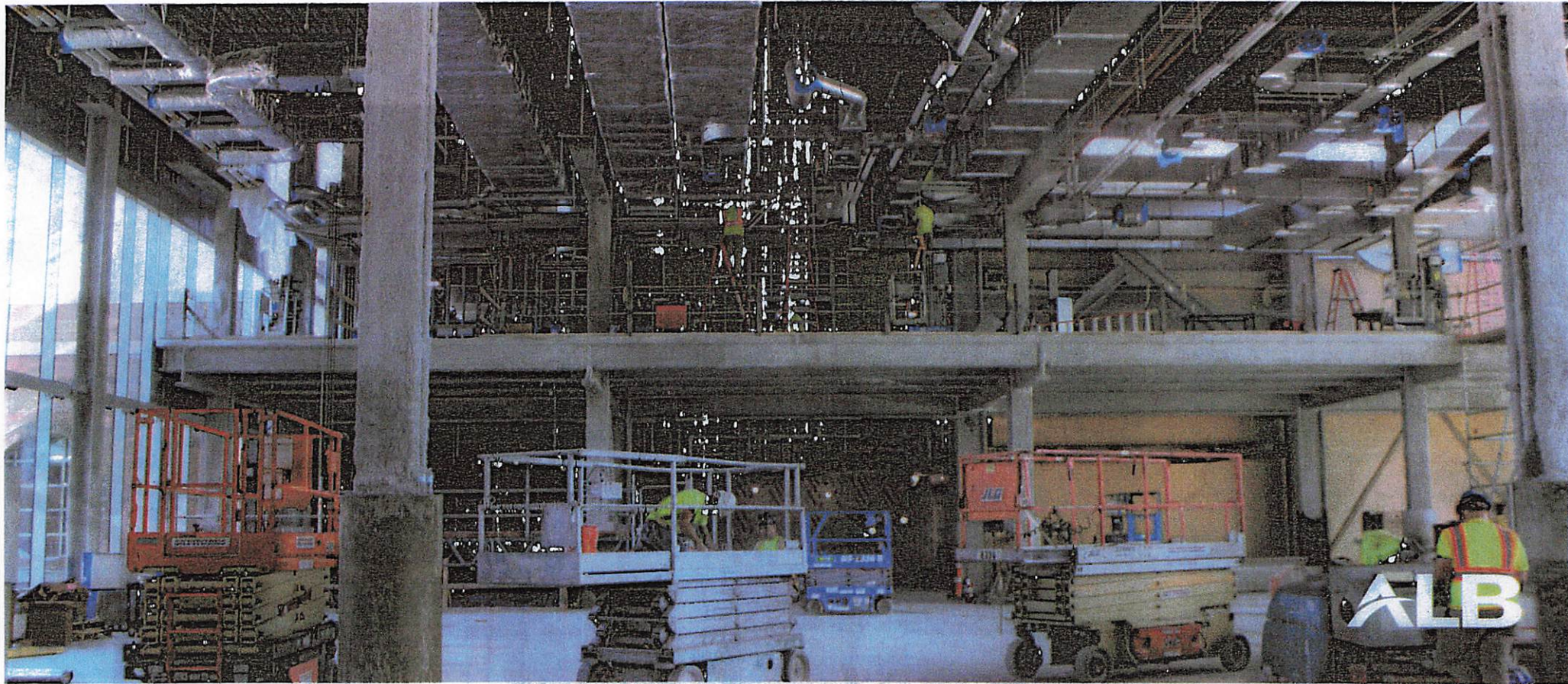
ALB

3RD FLOOR AIRPORT TERMINAL OFFICE



# MAIN TERMINAL EXPANSION

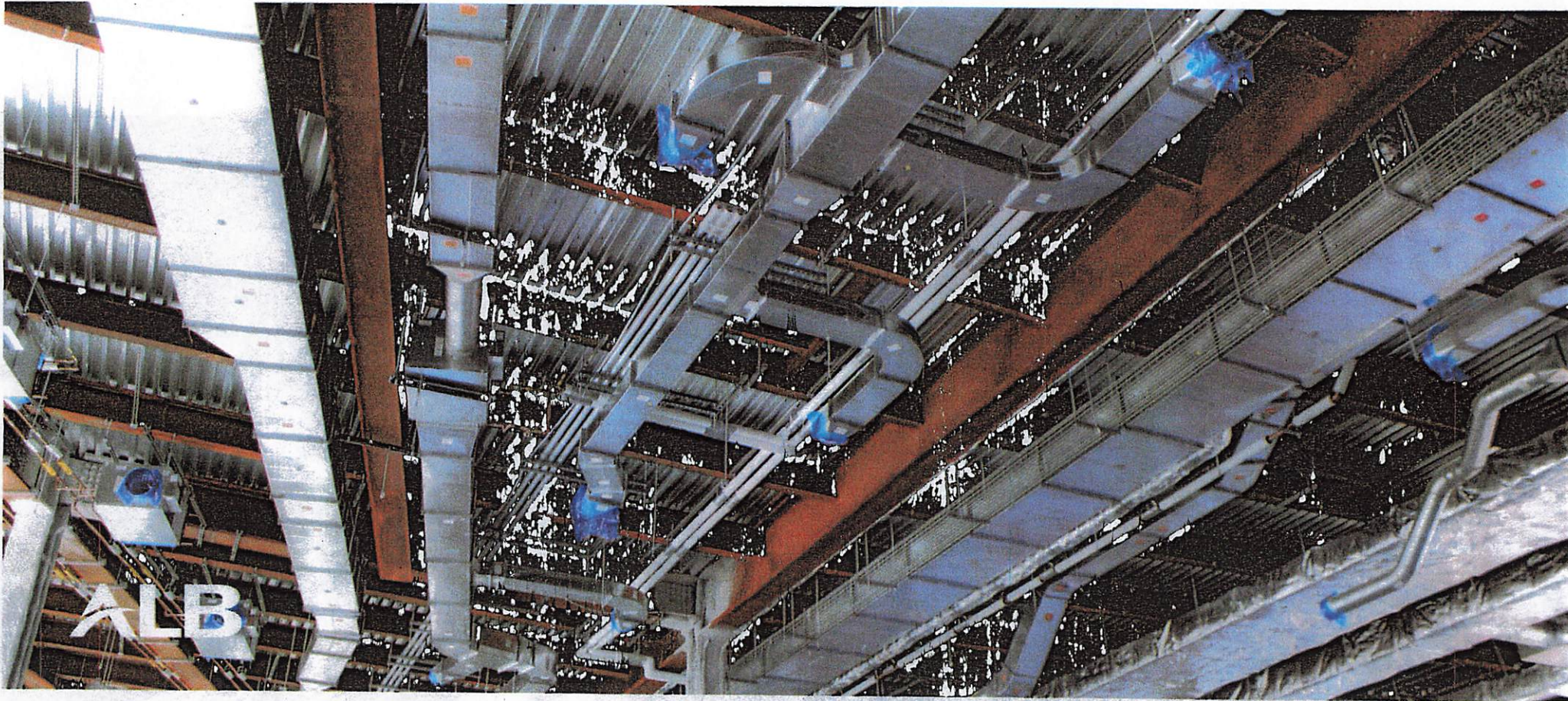
## 3<sup>RD</sup> FLOOR ADMINISTRATIVE OFFICES





# MAIN TERMINAL EXPANSION

## DUCTWORK INSTALLATION



ESCALATOR INSTALLATION CONTINUES



# MAIN TERMINAL EXPANSION

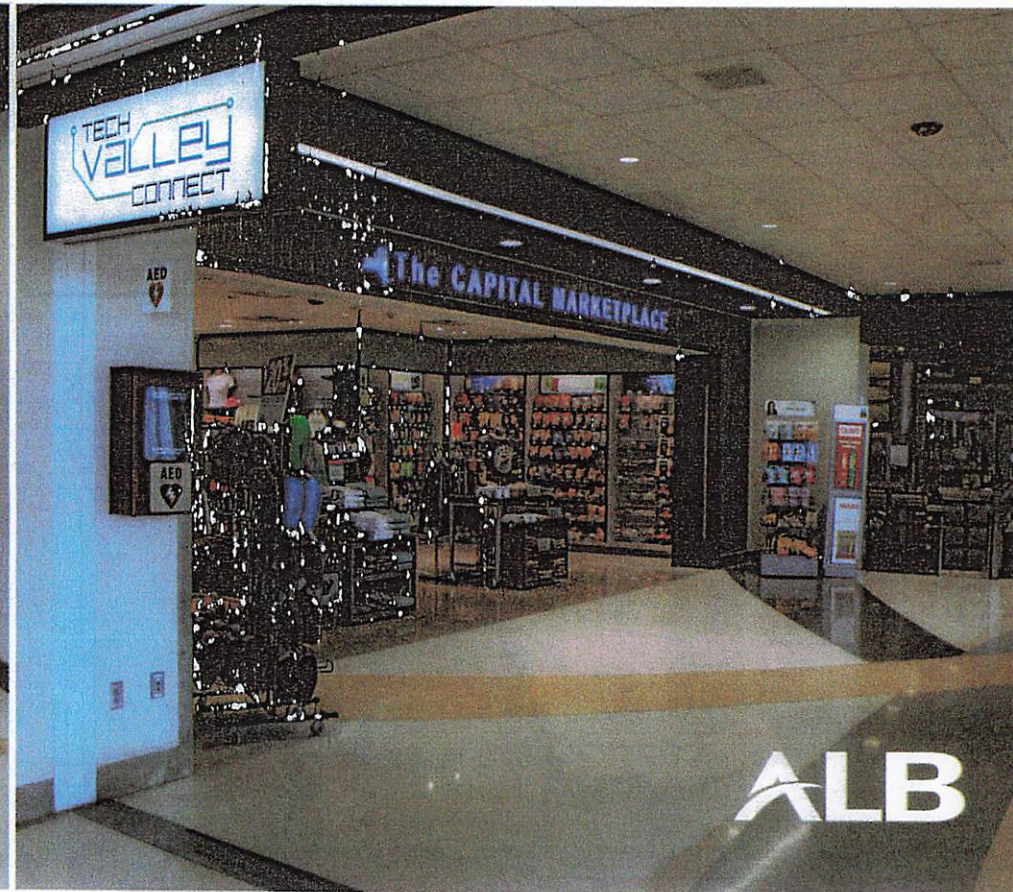
## ESCALATOR INSTALLATION CONTINUES





# MAIN TERMINAL EXPANSION

## NEW SECURITY LANE & CONCESSION



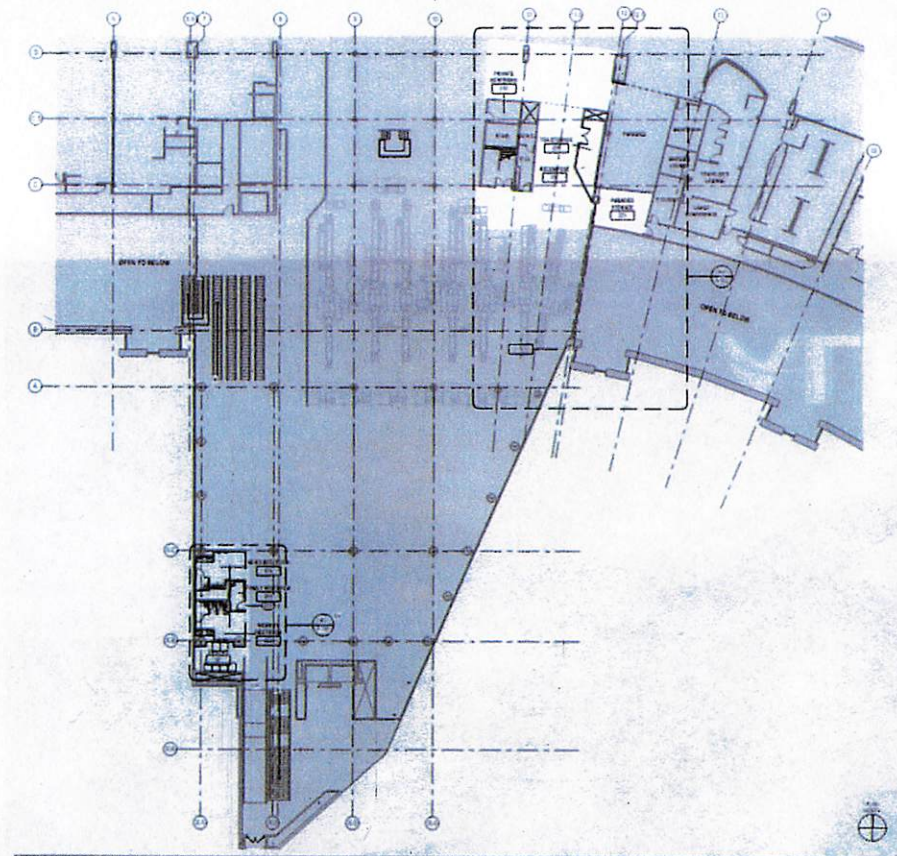


# MAIN TERMINAL EXPANSION

## DEPARTURE HALL UPGRADES

- Projects to be bid and awarded in September

**ALB**

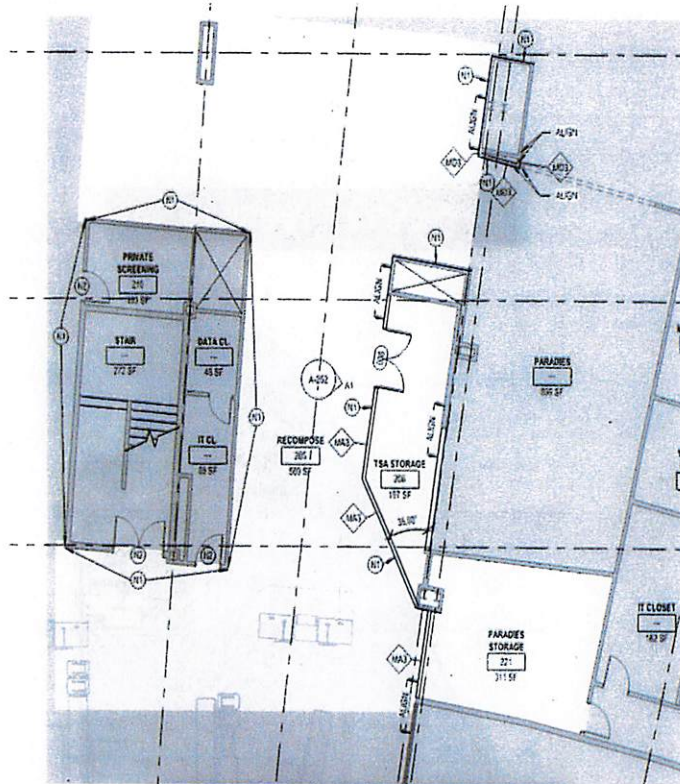


**OVERALL PLAN**

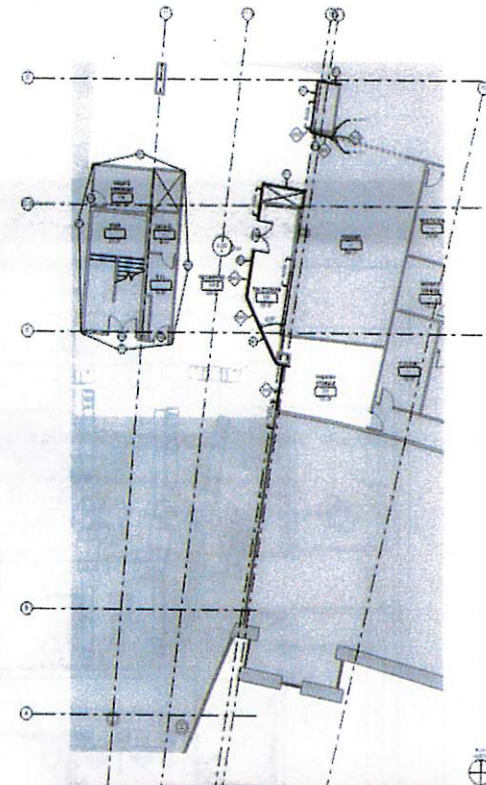


# MAIN TERMINAL EXPANSION

## SEVENTH SECURITY LANE



ENLARGED PLAN



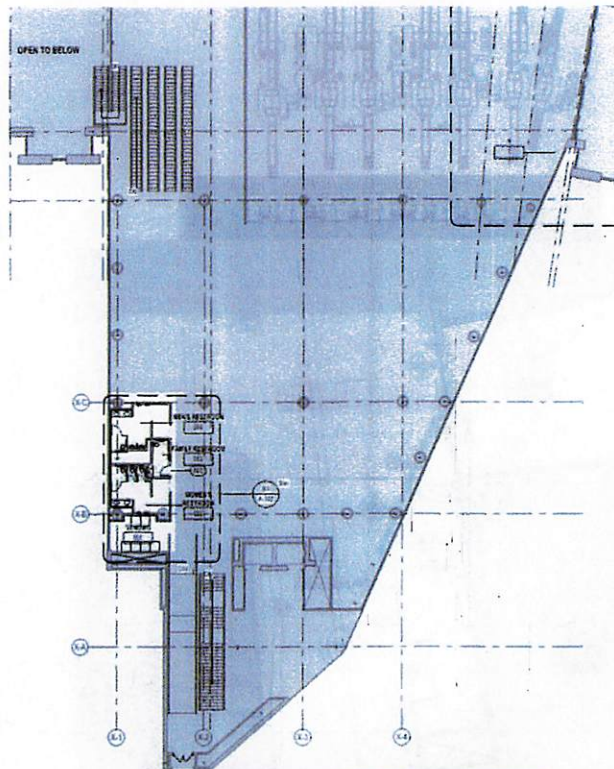
OVERALL PLAN

ALB

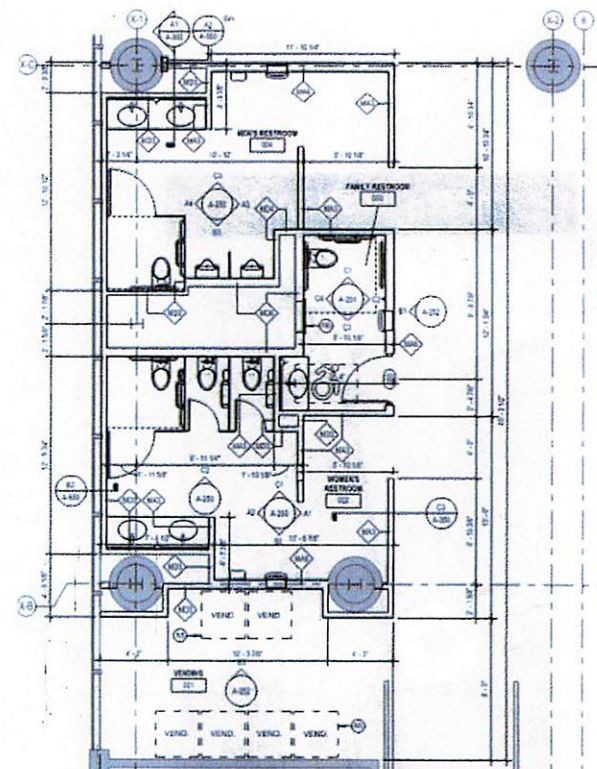


# MAIN TERMINAL EXPANSION

## RESTROOMS & VENDING



OVERALL PLAN

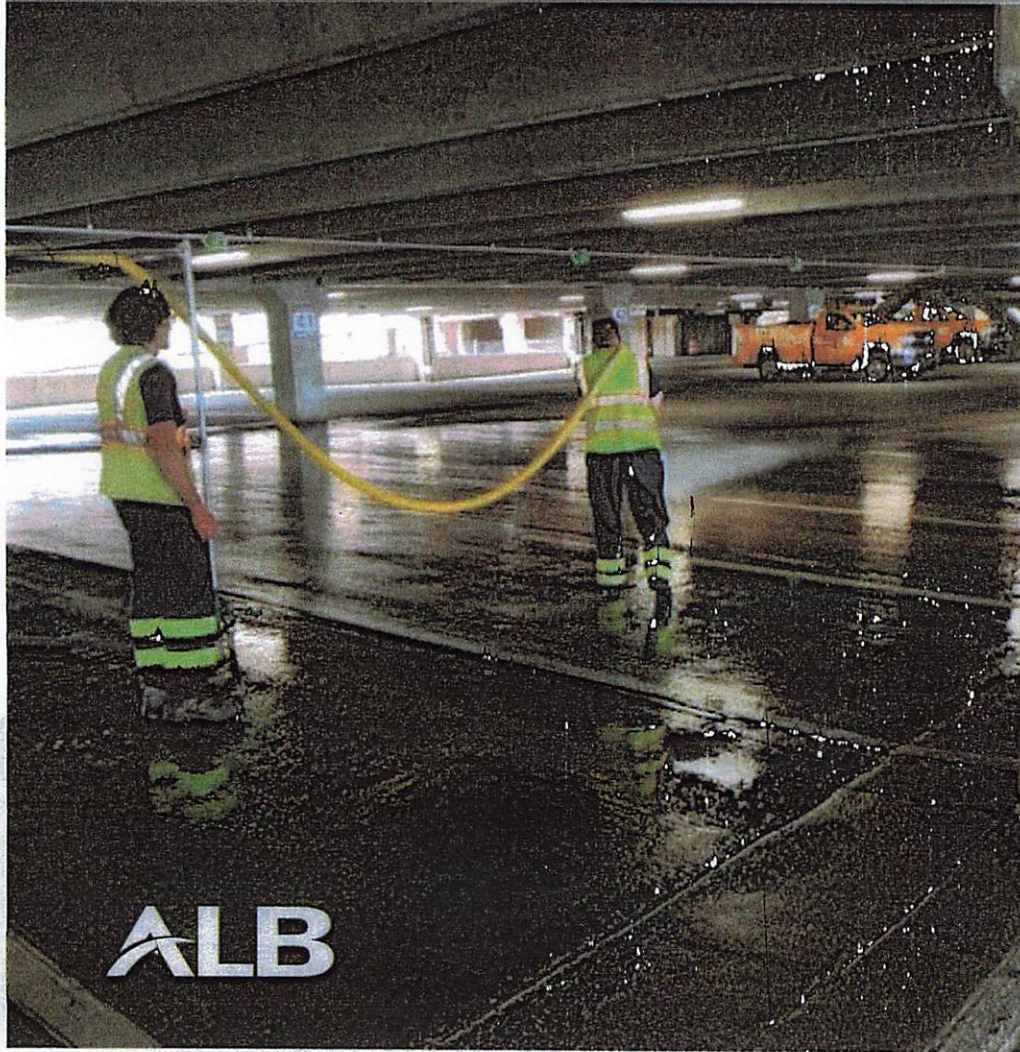


ENLARGED PLAN

ALB



# NORTH GARAGE CLEANING



ALB



VTB

INTERNATIONAL BANK  
VTB



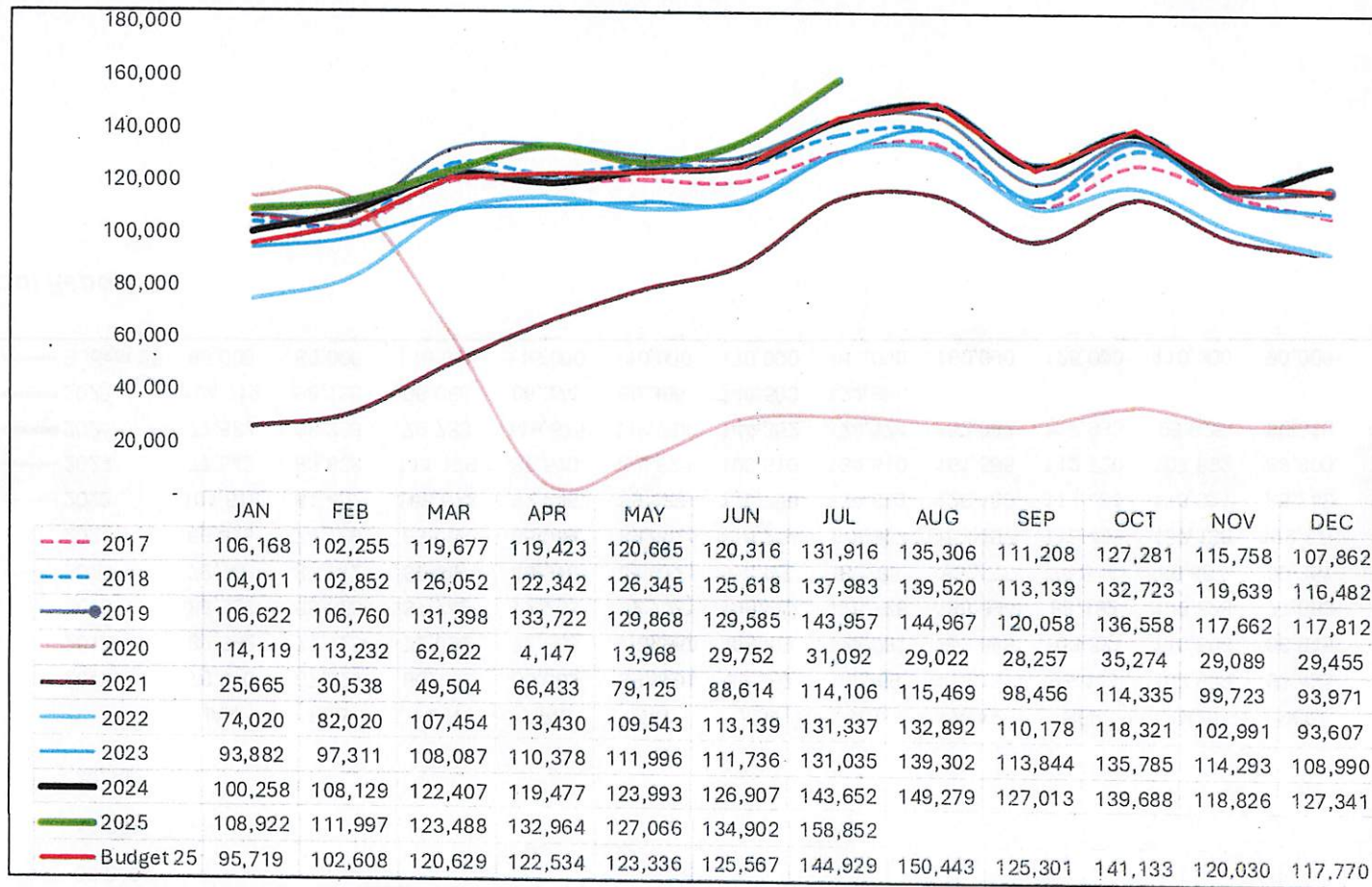


**ALBANY**  
INTERNATIONAL AIRPORT

**FINANCIAL REPORT**  
*AUGUST 2025*



# Monthly Enplanements



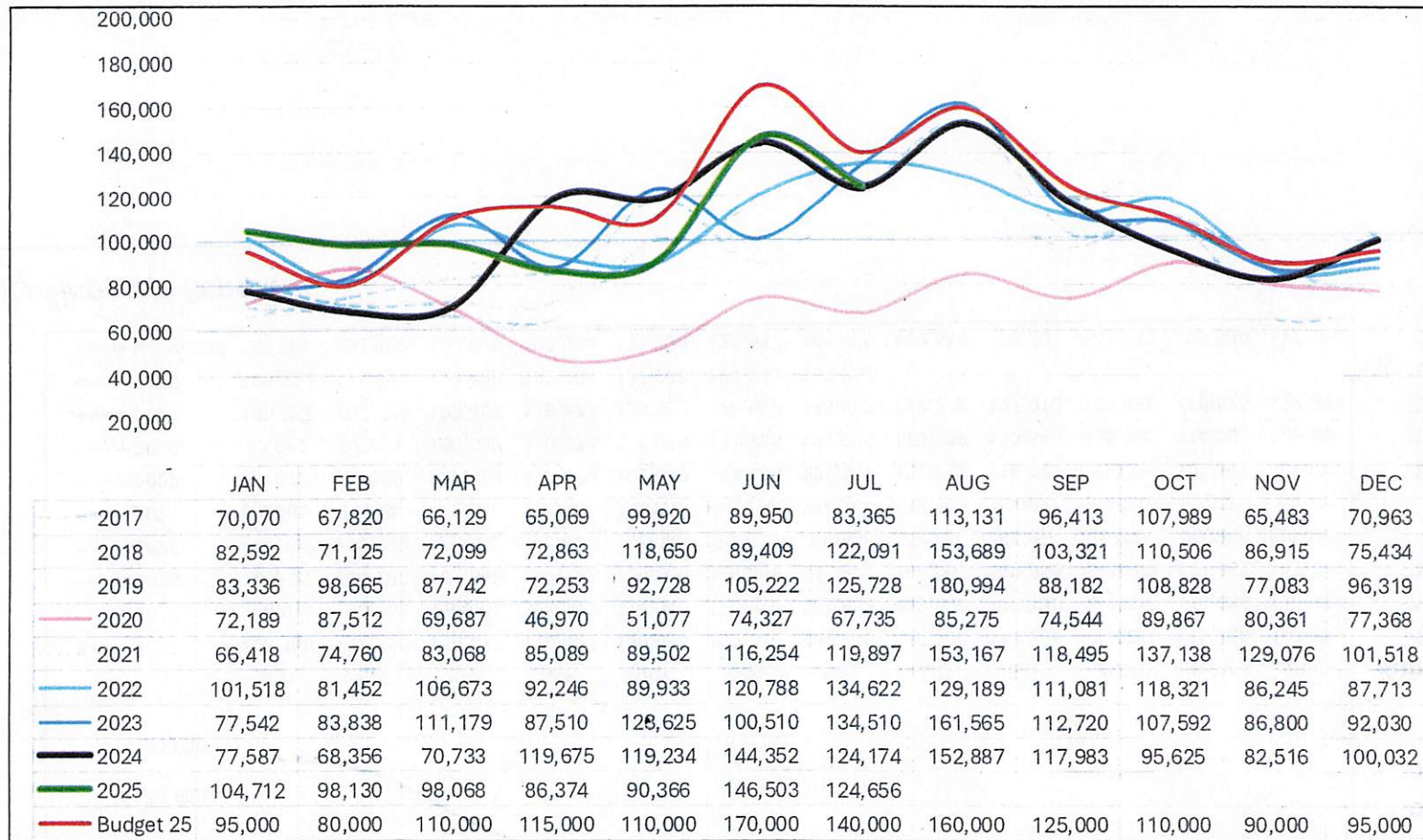
- 2<sup>nd</sup> highest June on record – 1<sup>st</sup> was June 2001 at 137,165
- Highest July on record and 4<sup>th</sup> highest month on record
- Last 2 months were highest in 21 years- August is trending to be 2<sup>nd</sup> highest month ever on record

**Annual**  
 1,417,835  
 1,466,706  
 1,518,969  
 520,029  
 975,939  
 1,288,932  
 1,376,639  
 1,507,130  
 Est: 1,575,000

Monthly Financial Report



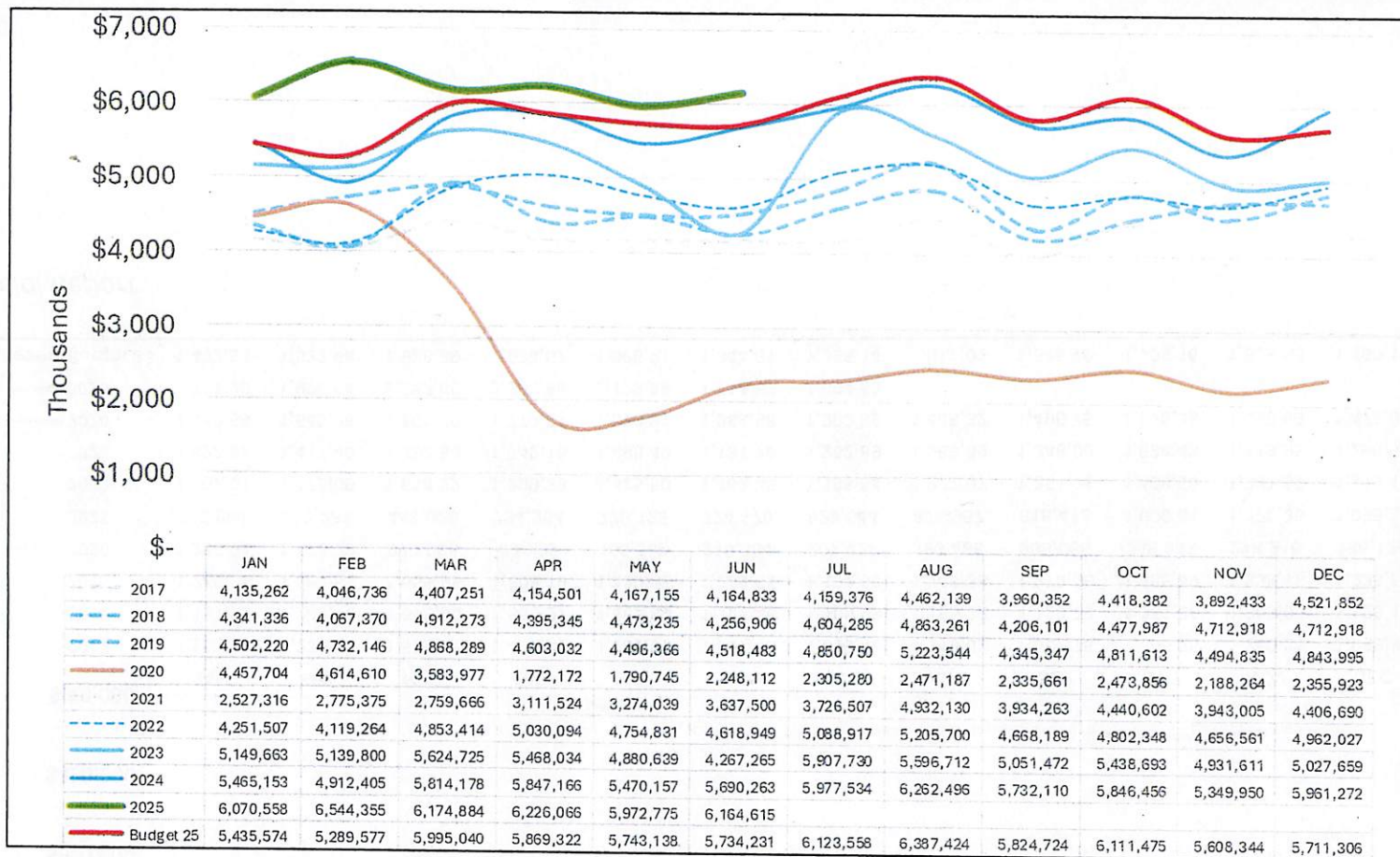
## Monthly Jet A FBO only (gallons)



Monthly Financial Report



# Operating Revenue (including FDU)

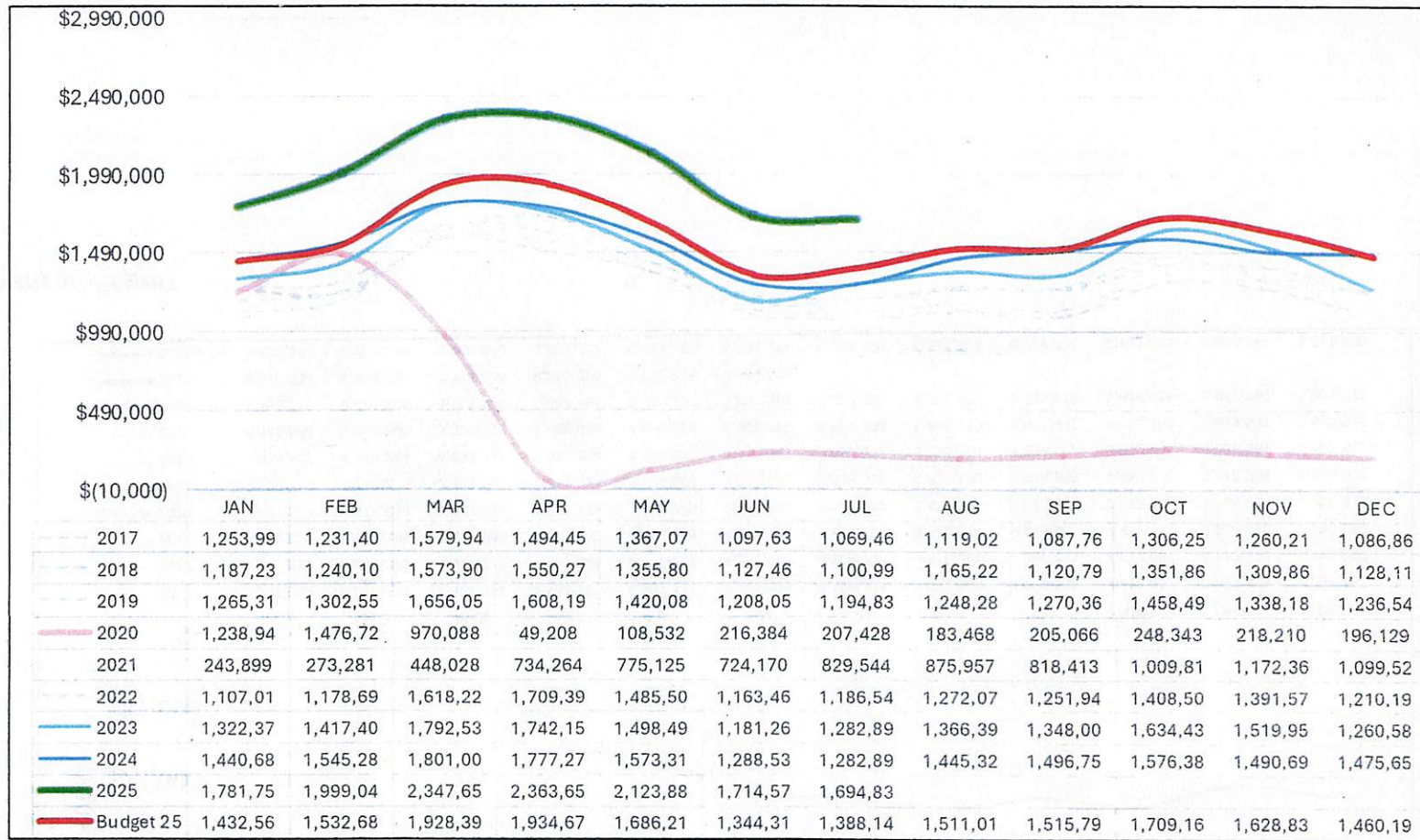


Revenues continue to be above budget due to higher parking and concessions

## Monthly Financial Report



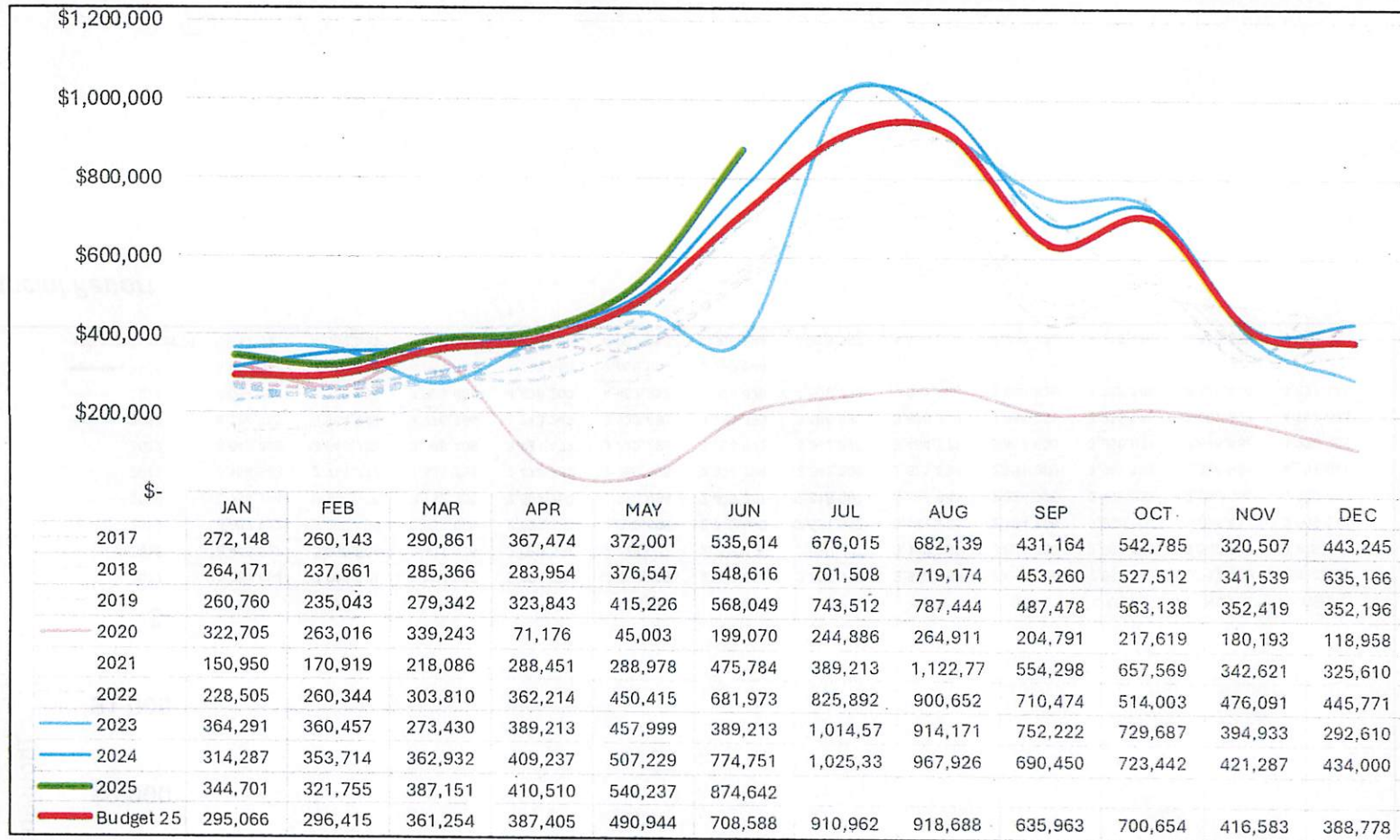
# Parking Revenues



## Monthly Financial Report



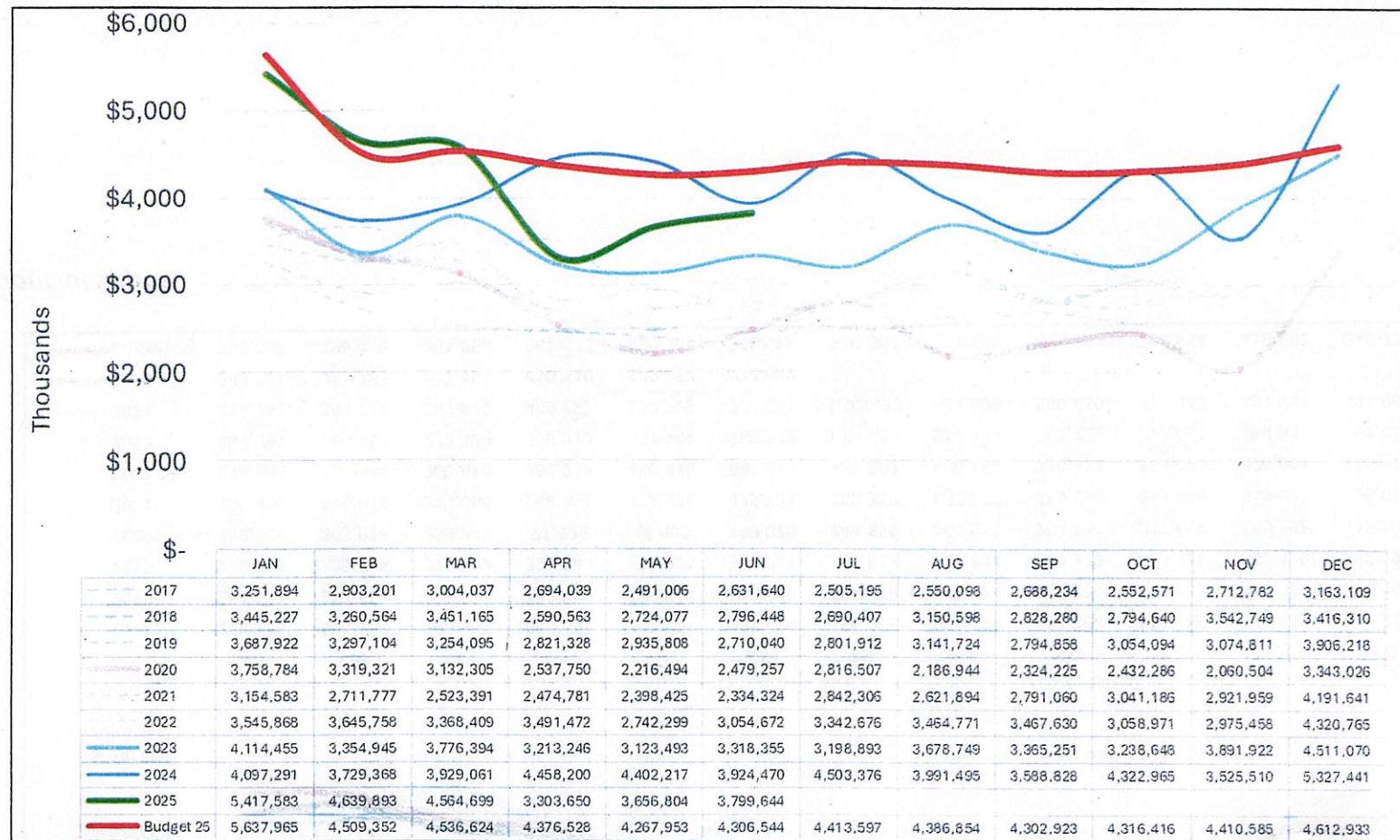
## RETAIL CAT REVENUES



### Monthly Financial Report



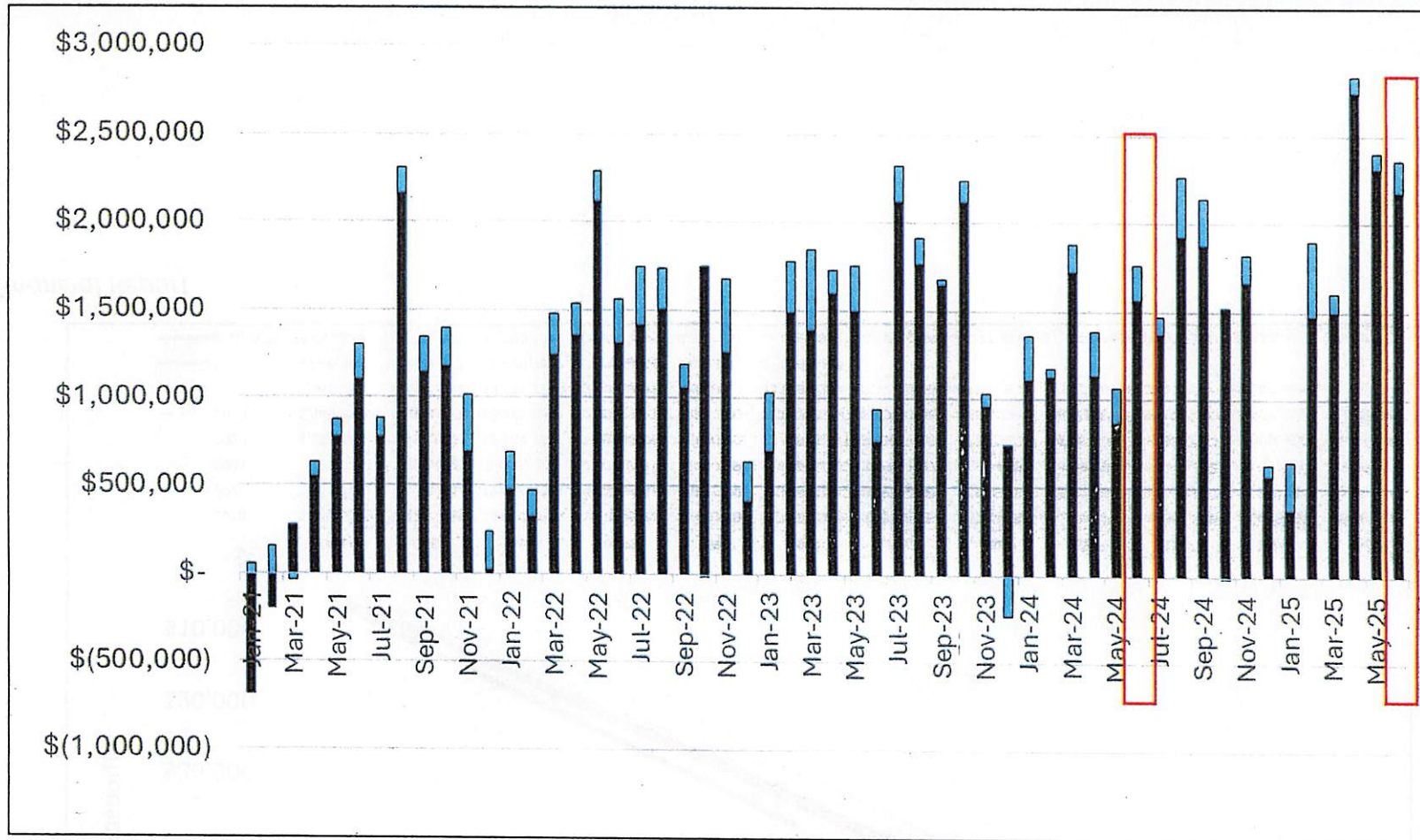
# Operating Expense (including FBO)



Monthly Financial Report



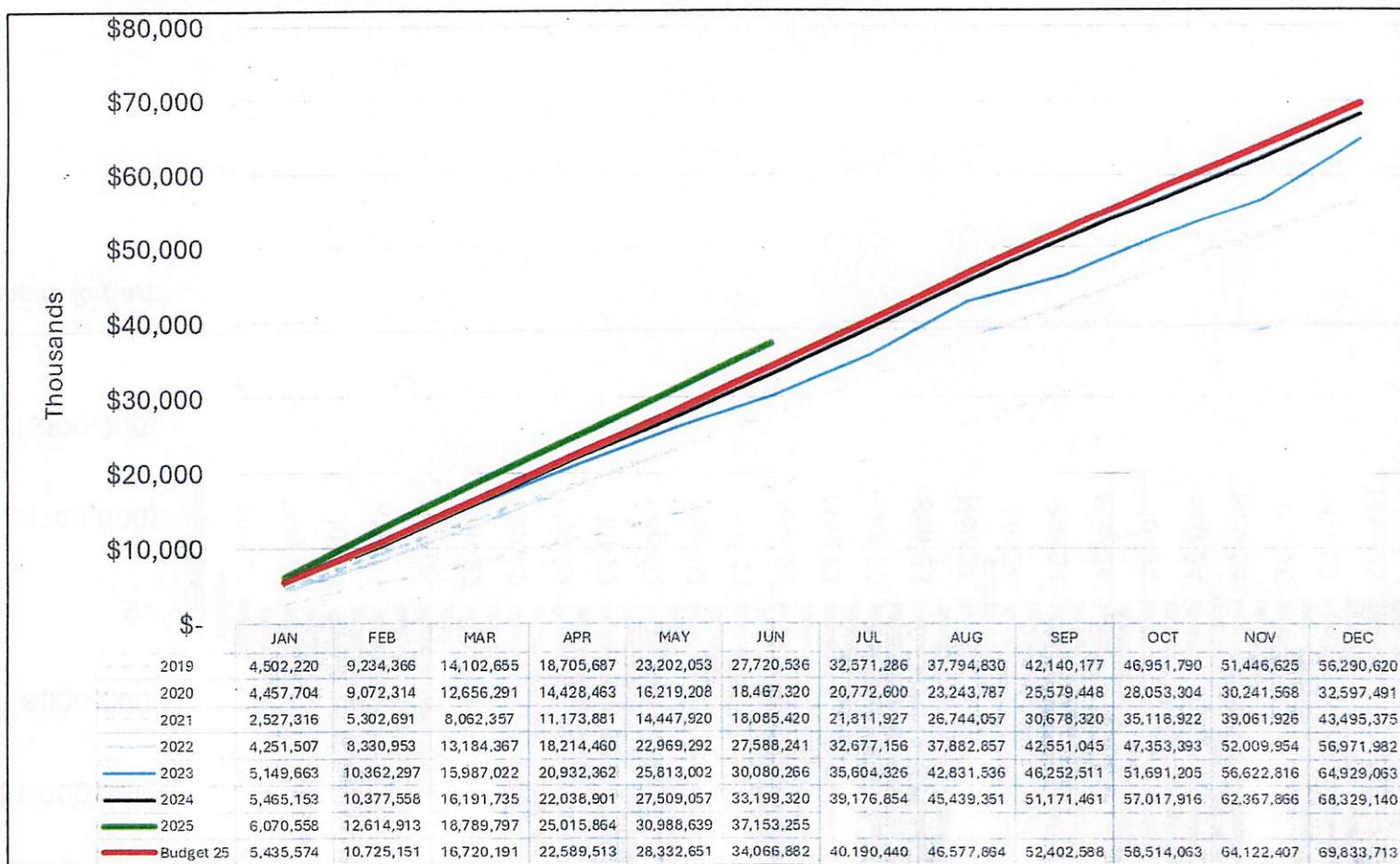
# Operating Net Profit, Airport and FBO



Monthly Financial Report

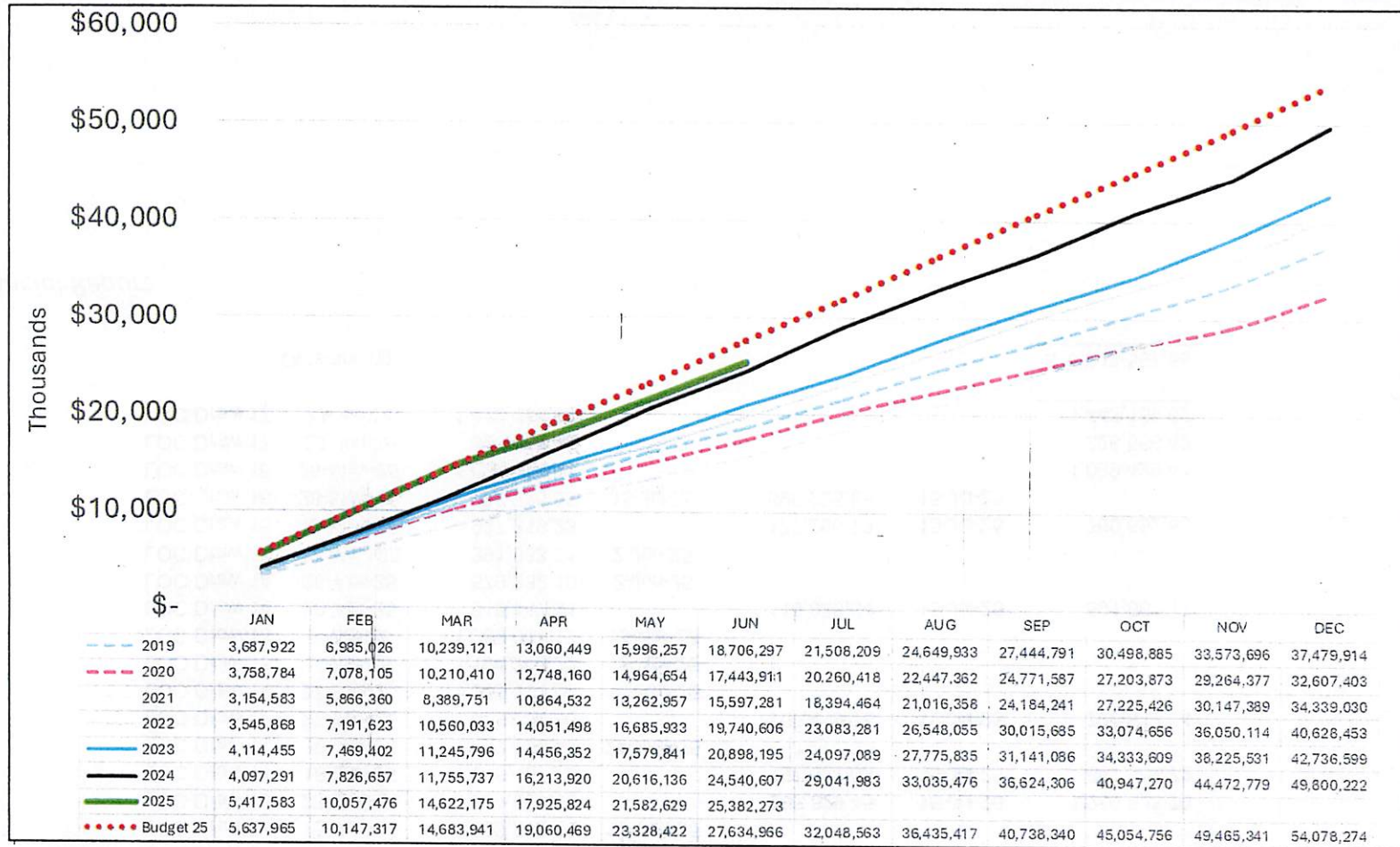


# YTD Operating Revenue (excluding CARES) vs. YTD Budget (including FBO)





# YTD Operating Expense vs. YTD Budget (Including FBO)



Monthly Financial Report



## Line of Credit Draws

|             | Draw Date | Amount        | Repayment Date | Partial Repayment Amount | Partial Repayment Date | Current LOC Balance    |
|-------------|-----------|---------------|----------------|--------------------------|------------------------|------------------------|
| LOC Draw 01 | 8-Mar-24  | \$ 984,381.73 | 12-Aug-24      |                          |                        |                        |
| LOC Draw 02 | 8-Mar-24  | 761,816.97    | 2-Apr-24       |                          |                        |                        |
| LOC Draw 03 | 20-Mar-24 | 959,655.24    | 8-Apr-24       |                          |                        |                        |
| LOC Draw 04 | 9-May-24  | 2,152,308.12  | 1-Jul-24       |                          |                        |                        |
| LOC Draw 05 | 9-May-24  | 1,285,737.86  | 1-Jul-24       |                          |                        |                        |
| LOC Draw 06 | 14-Jun-24 | 2,586,897.15  | 2-Oct-24       |                          |                        |                        |
| LOC Draw 07 | 14-Jun-24 | 2,337,750.23  | 2-Oct-24       |                          |                        |                        |
| LOC Draw 08 | 22-Aug-24 | 4,055,372.75  | 16-Oct-24      |                          |                        |                        |
| LOC Draw 09 | 15-Nov-24 | 3,159,332.20  | 10-Jan-25      |                          |                        |                        |
| LOC Draw 10 | 23-Dec-24 | 1,554,653.15  |                | 293,829.45               | 15-Jul-25              | 1,260,823.70           |
| LOC Draw 11 | 16-Jan-25 | 1,045,137.75  |                | 197,531.03               | 15-Jul-25              | 847,606.72             |
| LOC Draw 11 | 16-Jan-25 | 1,667,596.47  | 27-Mar-25      |                          |                        |                        |
| LOC Draw 12 | 27-Feb-25 | 875,236.80    |                | 165,419.76               | 15-Jul-25              | 709,817.04             |
| LOC Draw 12 | 27-Feb-25 | 1,342,431.04  | 18-Apr-25      |                          |                        |                        |
| LOC Draw 13 | 5-Mar-25  | 1,104,266.22  | 18-Apr-25      |                          |                        |                        |
| LOC Draw 13 | 5-Mar-25  | 1,366,011.17  | 18-Apr-25      |                          |                        |                        |
| LOC Draw 14 | 28-Apr-25 | 618,447.81    |                | 116,886.64               | 15-Jul-25              | 501,561.17             |
| LOC Draw 14 | 28-Apr-25 | 579,232.10    | 2-Jun-25       |                          |                        |                        |
| LOC Draw 15 | 12-May-25 | 391,933.11    | 2-Jun-25       |                          |                        |                        |
| LOC Draw 15 | 12-May-25 | 937,919.23    |                | 177,266.73               | 15-Jul-25              | 760,652.50             |
| LOC Draw 16 | 28-May-25 | 896,225.85    | 15-Jul-25      | 896,225.85               | 15-Jul-25              |                        |
| LOC Draw 16 | 28-May-25 | 1,099,420.41  |                |                          |                        | 1,099,420.41           |
| LOC Draw 17 | 23-Jun-25 | 326,556.42    |                |                          |                        | 326,556.42             |
| LOC Draw 17 | 23-Jun-25 | 1,442,159.62  |                |                          |                        | 1,442,159.62           |
| Outstanding |           |               |                |                          |                        | <u>\$ 6,948,597.58</u> |



# Airline Schedules

## Albany International Airport Airline and Direct Market Flights For the week of August 17, 2025

### AIRLINE

|           | Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
|-----------|--------|--------|---------|-----------|----------|--------|----------|
| Allegiant | 3      | 3      |         | 1         | 3        | 3      | 1        |
| American  | 17     | 16     | 13      | 15        | 17       | 16     | 14       |
| Avelo     |        | 1      |         |           |          | 1      |          |
| Breeze    | 1      | 1      |         |           | 1        | 1      |          |
| Delta     | 9      | 9      | 9       | 9         | 9        | 9      | 7        |
| Jet Blue  | 4      | 3      | 4       | 3         | 4        | 3      | 3        |
| Southwest | 13     | 12     | 10      | 10        | 12       | 12     | 11       |
| United    | 8      | 8      | 7       | 7         | 8        | 8      | 7        |
|           | 55     | 53     | 43      | 45        | 54       | 53     | 43       |

### DIRECT MARKET

|                    |    |    |    |    |    |    |    |
|--------------------|----|----|----|----|----|----|----|
| Atlanta            | 3  | 3  | 3  | 3  | 3  | 3  | 3  |
| Baltimore          | 5  | 5  | 5  | 5  | 5  | 5  | 4  |
| Charleston         |    | 1  |    |    |    | 1  |    |
| Charlotte          | 4  | 3  | 3  | 3  | 4  | 3  | 4  |
| Chicago-Midway     | 3  | 3  | 2  | 2  | 3  | 3  | 2  |
| Chicago-O'Hare     | 7  | 7  | 4  | 5  | 7  | 7  | 5  |
| Dallas/Ft. Worth   | 1  | 1  | 1  | 1  | 1  | 1  | 1  |
| Denver             | 1  | 1  | 1  | 1  | 1  | 1  | 1  |
| Detroit            | 4  | 4  | 4  | 4  | 4  | 4  | 3  |
| Fort Lauderdale    | 2  | 1  | 2  | 1  | 2  | 1  | 1  |
| Las Vegas          | 1  | 1  |    |    | 1  | 1  |    |
| Myrtle Beach       | 1  | 1  |    |    | 1  | 1  | 1  |
| Nashville          | 1  | 2  | 1  | 1  | 1  | 2  | 1  |
| New York LaGuardia | 2  | 2  | 2  | 2  | 2  | 2  | 1  |
| Orlando            | 4  | 3  | 3  | 3  | 3  | 3  | 4  |
| Orlando/Sanford    | 1  |    |    |    | 1  |    |    |
| Philadelphia       | 5  | 5  | 4  | 5  | 5  | 5  | 5  |
| Punta Gorda        | 1  |    |    |    | 1  |    |    |
| Raleigh Durham     | 1  | 1  |    |    | 1  | 1  |    |
| St. Petersburg     |    | 1  |    | 1  |    | 1  |    |
| Tampa              |    |    |    |    |    |    | 1  |
| Washington/Dulles  | 4  | 4  | 4  | 4  | 4  | 4  | 4  |
| Washington/Reagan  | 4  | 4  | 4  | 4  | 4  | 4  | 2  |
|                    | 55 | 53 | 43 | 45 | 54 | 53 | 43 |

Monthly Financial Report



## **Status of Airline Use & Lease Agreement Renewal for January 1, 2026:**

- May 22, ALB Use & Lease Kickoff Meeting w Signatory Airlines
- Jun 27, ALB Use & Lease Second Meeting
- Jul 25, ALB Use & Lease Third Meeting
- Aug 26, ALB Use & Lease Fourth Meeting, w 2025 Rates & Charges
- Sep 23, ALB Use & Lease Fifth Meeting, w 2025 Rates & Charges
- Oct 16, ALB Use & Lease Sixth Meeting
- Nov 20, ALB Use & Lease Seventh Meeting
- Dec 18, ALB Use & Lease Eighth Meeting
- February 27, 2025 Meeting to discuss redline version of agreement
- March 11, 2025 Internal meeting to discuss airline requested changes
- July 25, 2025 Met with airlines to discuss redline version of agreement after airline suggested changes were made. Draft agreement was presented to the board in July.





# PROJECT DEVELOPMENT



**ALB**



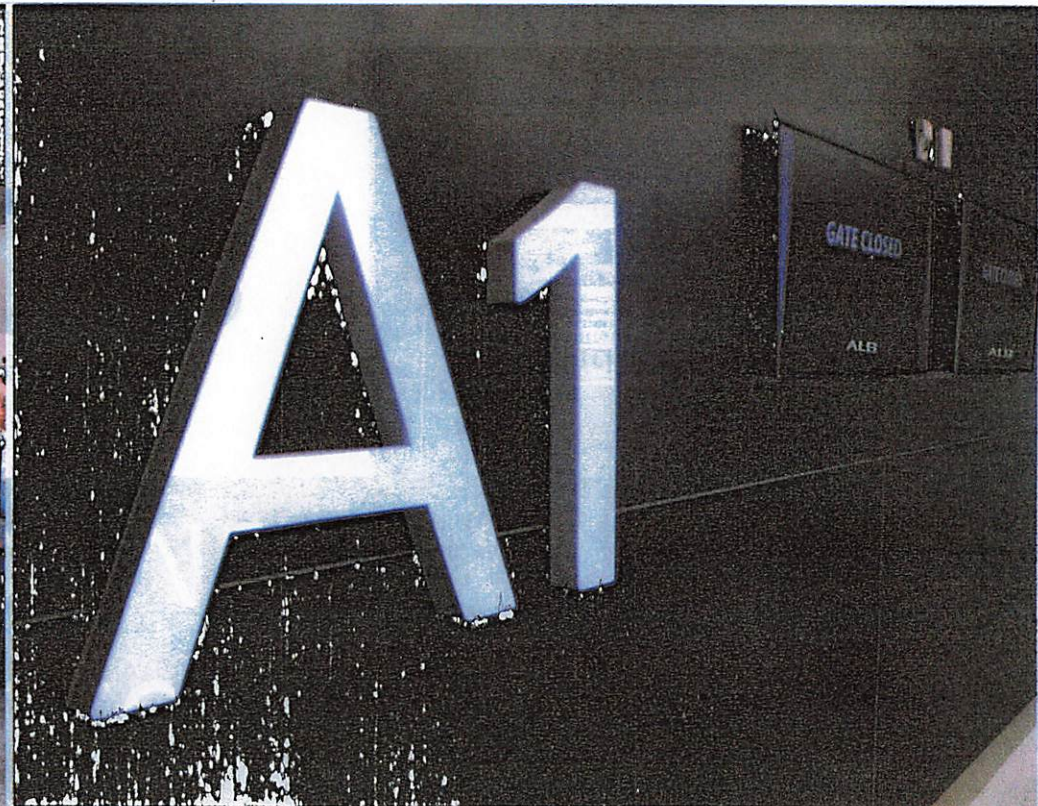
DESIGNED TO BE USED ON A DAILY BASIS  
IN A TRUCK OR TRAILER

CONSTRUCTION OF THE AIRPORT



# CONCOURSE A REVITALIZATION

**NEWLY RENOVATED GATES A1 & A2  
OPENED TO PUBLIC ON AUGUST 6TH**





# CONCOURSE A REVITALIZATION

## ALLEGiant's ALB TO ST. PETERSBURG MARKED FIRST FLIGHT OUT OF RENOVATED GATES





# OTHER CAPITAL PROJECTS

## TERMINAL ELEVATOR REPLACEMENT

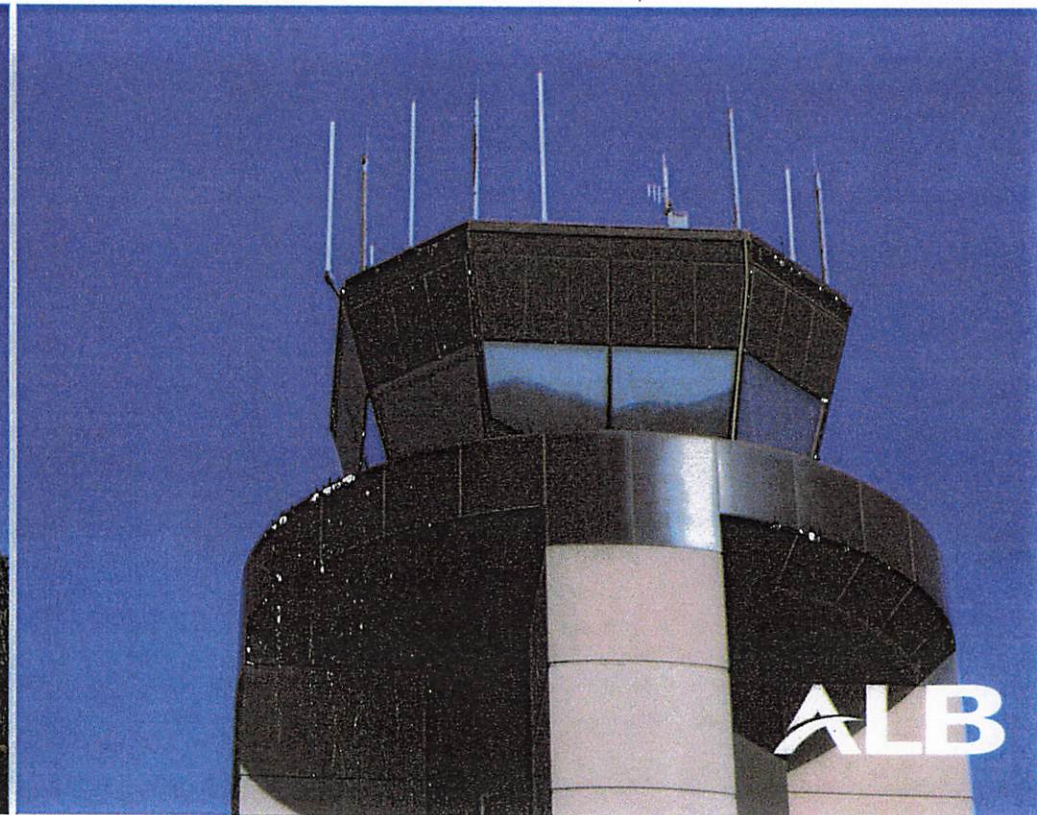


ALB



# OTHER CAPITAL PROJECTS

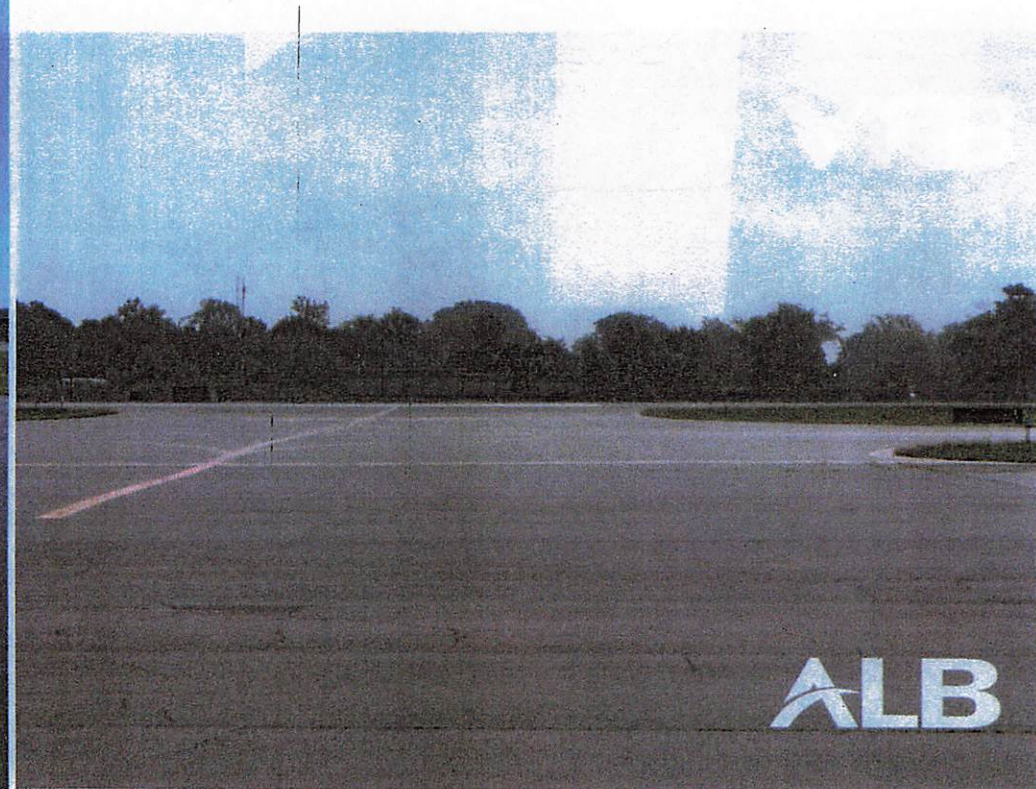
## AIR TRAFFIC CONTROL TOWER HVAC UPGRADES





# OTHER CAPITAL PROJECTS

## RUNWAY 1-19 REHAB & SOUTH PERIMTER ROAD UPDATE





# OTHER CAPITAL PROJECTS

## JET BRIDGES A6 AND B6 REPLACEMENT





# OTHER CAPITAL PROJECTS

## GENERAL AVIATION APRON REHAB





# OTHER CAPITAL PROJECTS

## TRAFFIC SIGNAL UPGRADE





# OTHER CAPITAL PROJECTS

## FUEL FARM FIRE SUPPRESSION

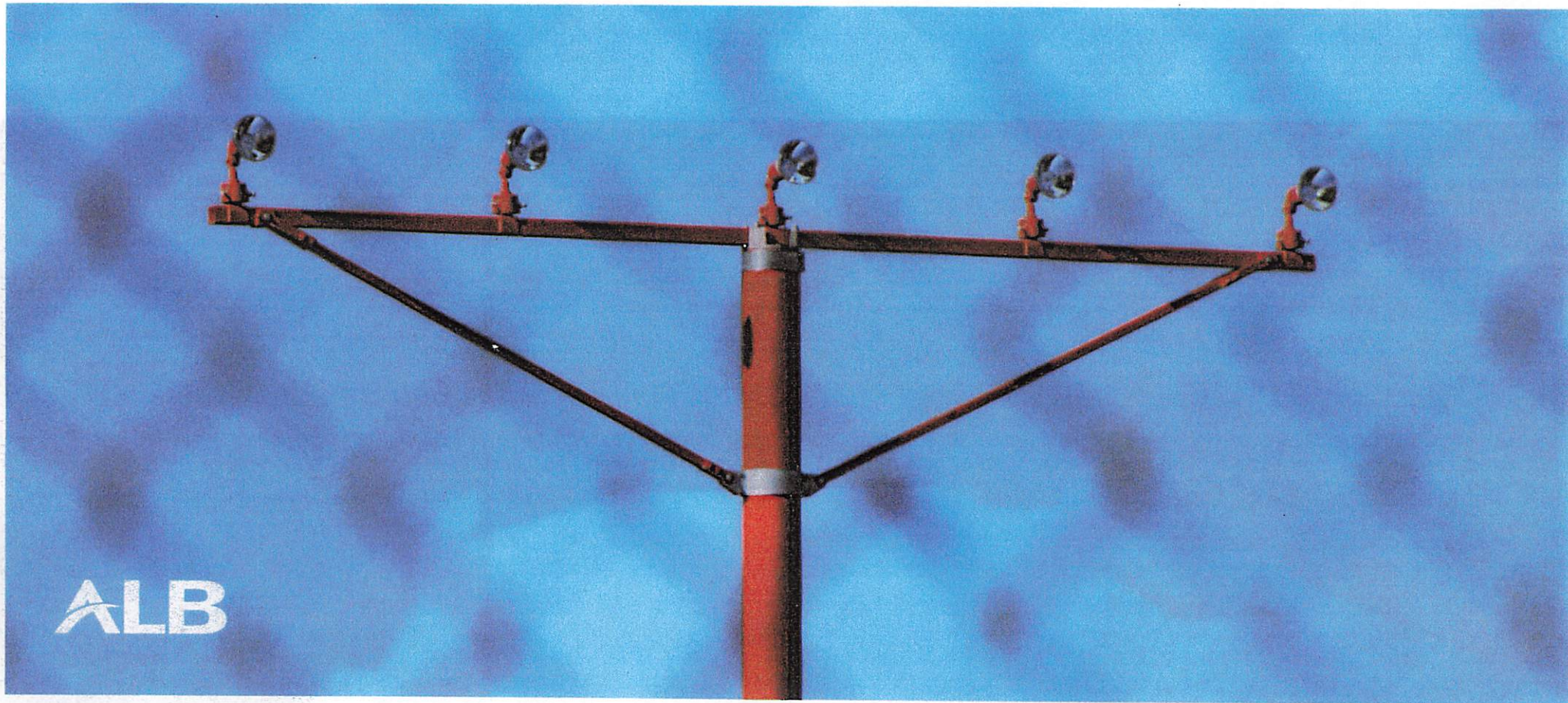
VGB

ALB





## MALSR LIGHTS



ALB

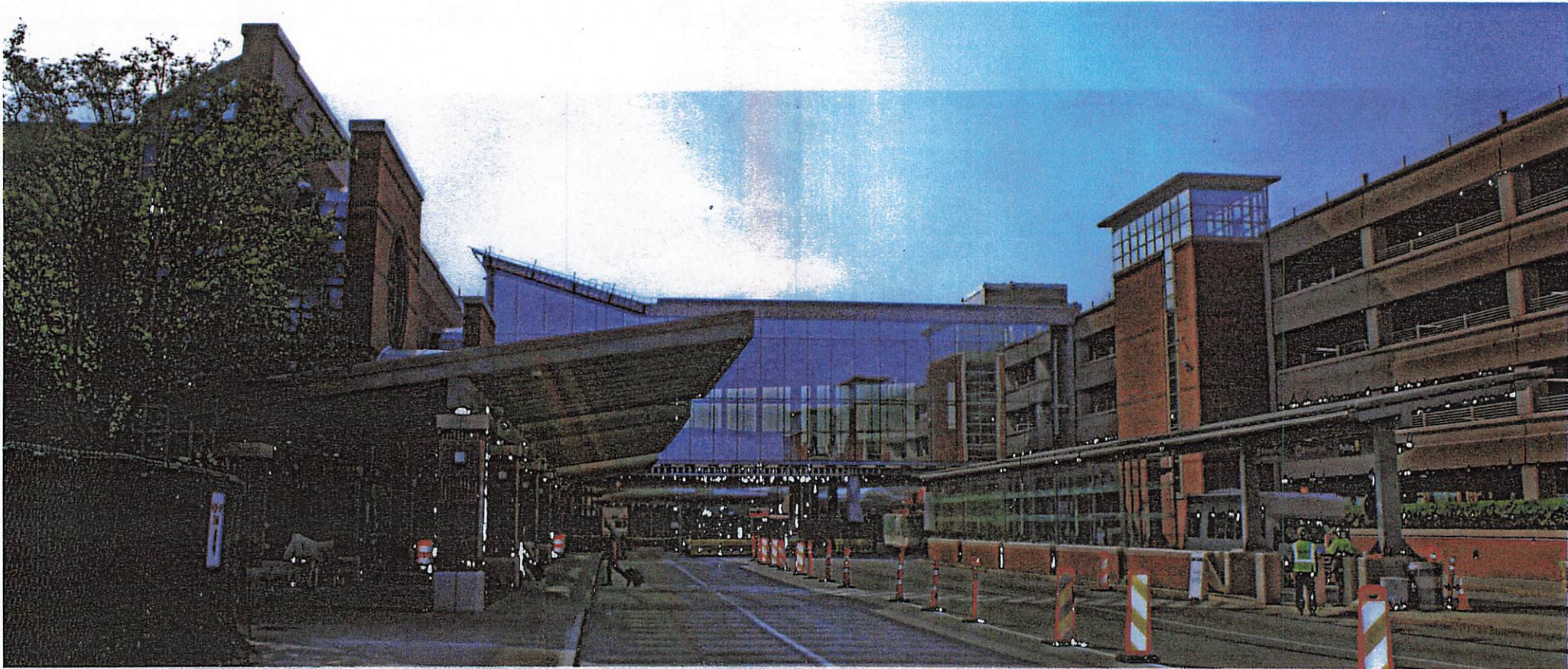
TRANSFORMER PROJECT

CHINA RAILWAY GROUP

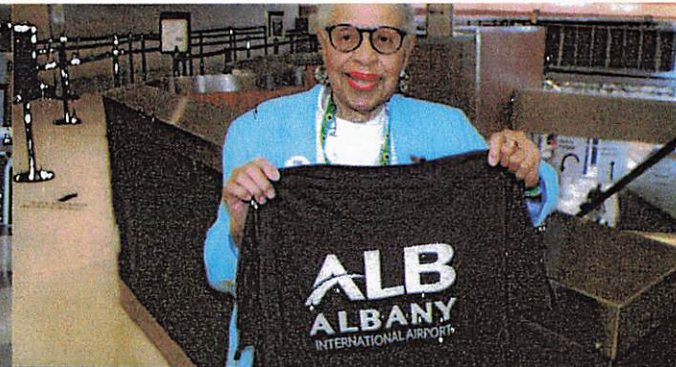


# OTHER CAPITAL PROJECTS

## TRANSFORMER PROJECT







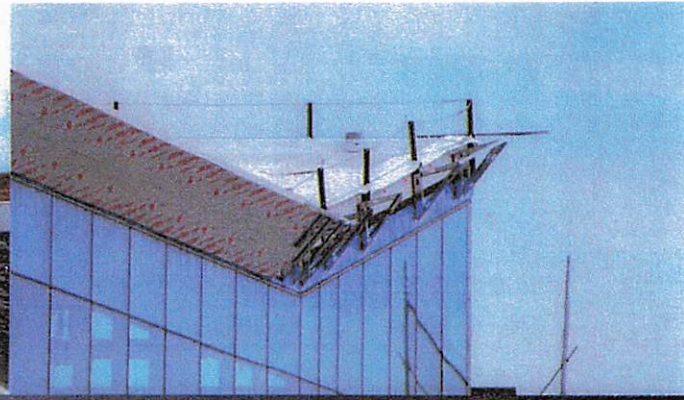
# CONCESSIONS AND AMBASSADOR PROGRAM



**ALB**



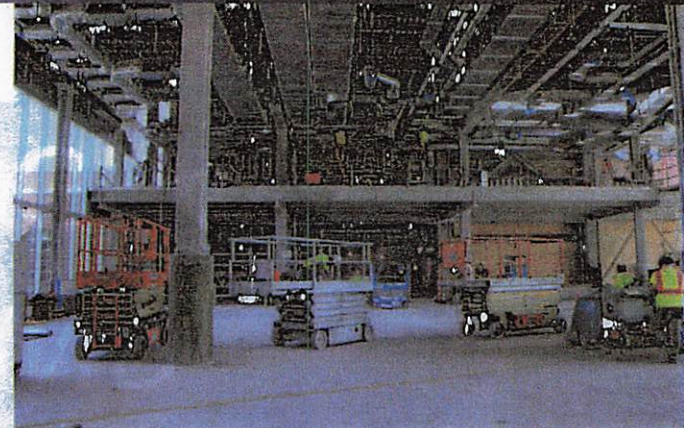




# PUBLIC AFFAIRS



**ALB**





## Concourse A Revitalization

- WNYT
- WTEN
- WRGB
- Times Union

## Emergency Landing at ALB

- WTEN
- WGY

## Rhode Island Plane Crash

- WNYT
- WRGB
- WTEN
- Spectrum News
- Times Union
- Lower Hudson Journal

# ALB

## Breeze Announces ALB to Fort Myers

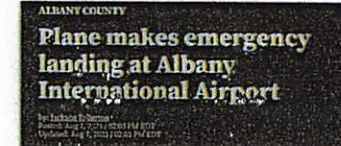
- WTEN
- WGY
- Gulfshore Business Journal
- The Bulkhead Seat
- The Points Guy
- USA Today Network

## Avelo Protest

- Times Union

## ONLY ON 13: Tour of Albany International Airport construction shows off completed Concourse A

By WNYT  
August 7, 2023 • 12:09 PM



## Albany International Airport completes first phase of concourse renovations

## Albany International Airport unveils first major concourse upgrade since 1979

Laura Gemmett & Jeni DeCamilla | Fri, August 6th 2023 at 6:25 AM

Local News

## Breeze Airways to Launch Albany-Fort Myers Flights

By iHeartRadio

Jul 30, 2023





# SOCIAL MEDIA HIGHLIGHTS

## MONTHLY TOTALS

July 2025

### Facebook



New Followers  
262

Total Followers  
18,588

Reach  
426,311

Page Visits  
10,028

Interactions  
1,868

### Instagram



New Followers  
49

Total Followers  
2,448

Reach  
2,827

Page Visits  
576

Interactions  
653

### LinkedIn



New Followers  
20

Total Followers  
1,396

Reach  
1,048

Page Visits  
135

Interactions  
600

### Combined



New Followers  
331

Total Followers  
22,432

Reach  
430,186

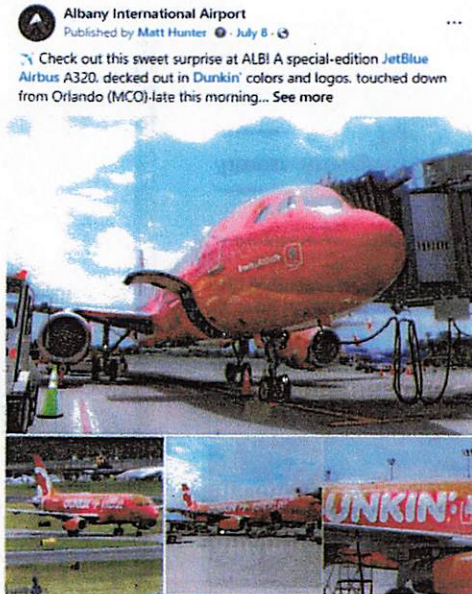
Page Visits  
10,739

Interactions  
3,121

**ALB**

## TOP PERFORMING POST

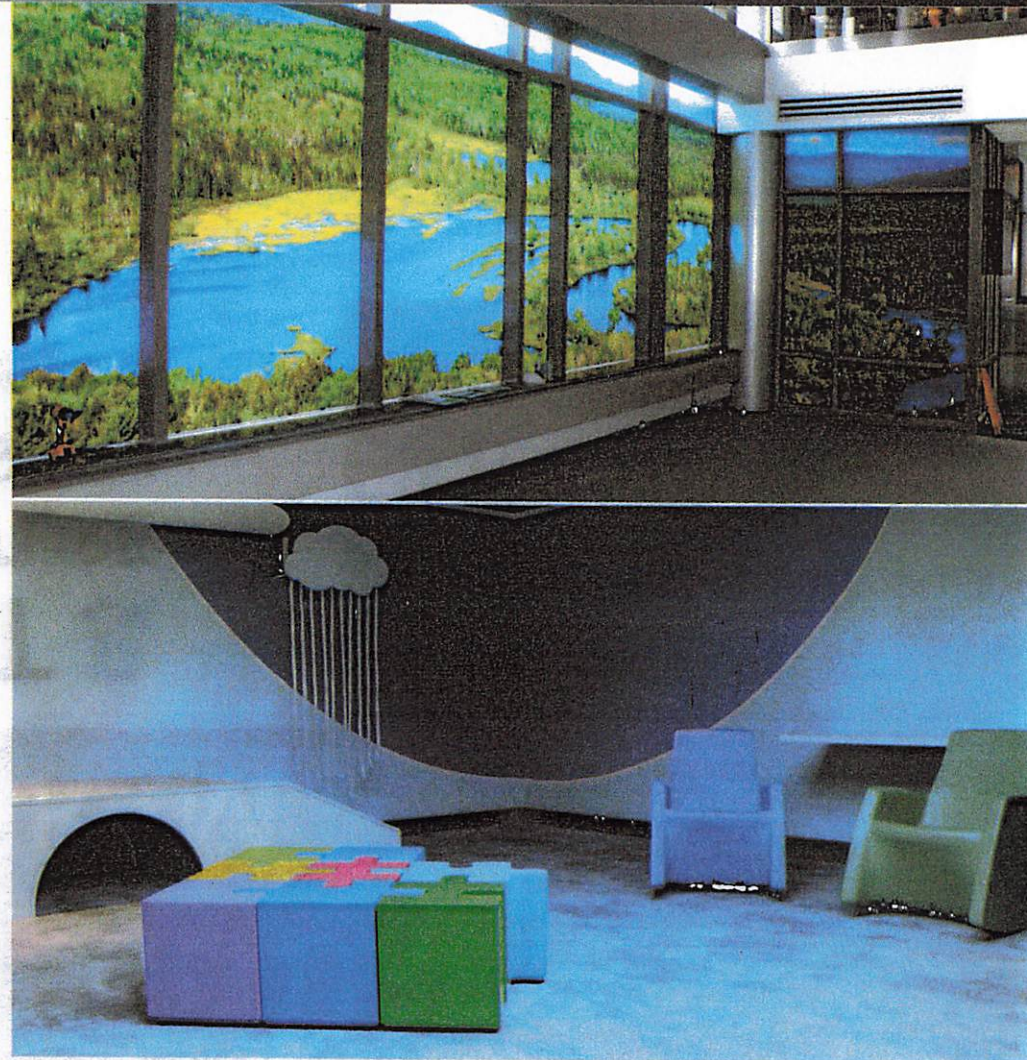
JetBlue's Dunkin' Special Livery Lands at ALB (7/8/2025)



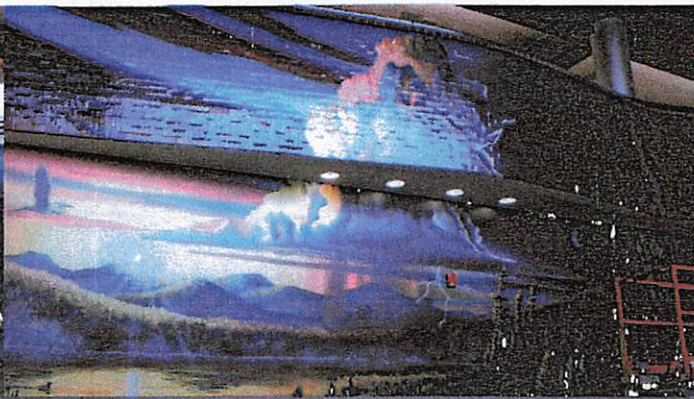


## PRESS CONFERENCE AND RIBBON CUTTING FOR LOWER B CONCOURSE

- Date: TBD
- Coordinating with state leaders and community partners to schedule grand opening in late summer or early fall







# ART AND CULTURE PROGRAM



## ART & CULTURE PROGRAM

ALBANY INTERNATIONAL AIRPORT  
25 YEARS OF MAKING  
ART PUBLIC





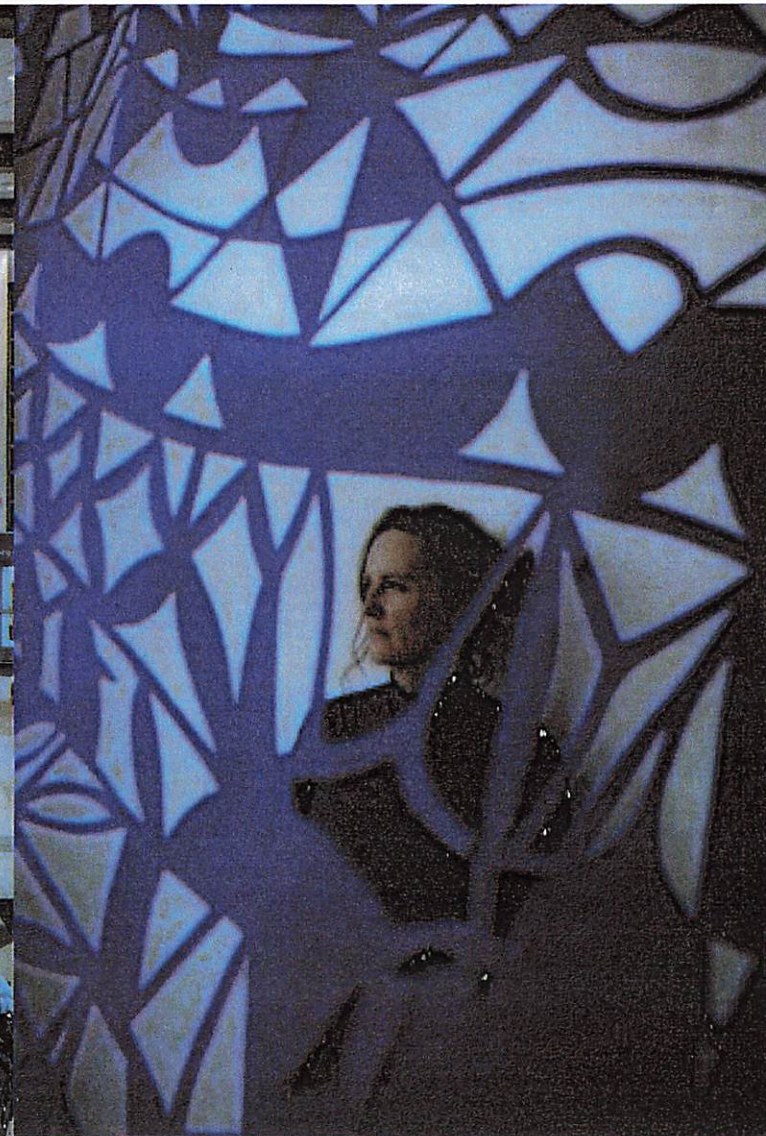
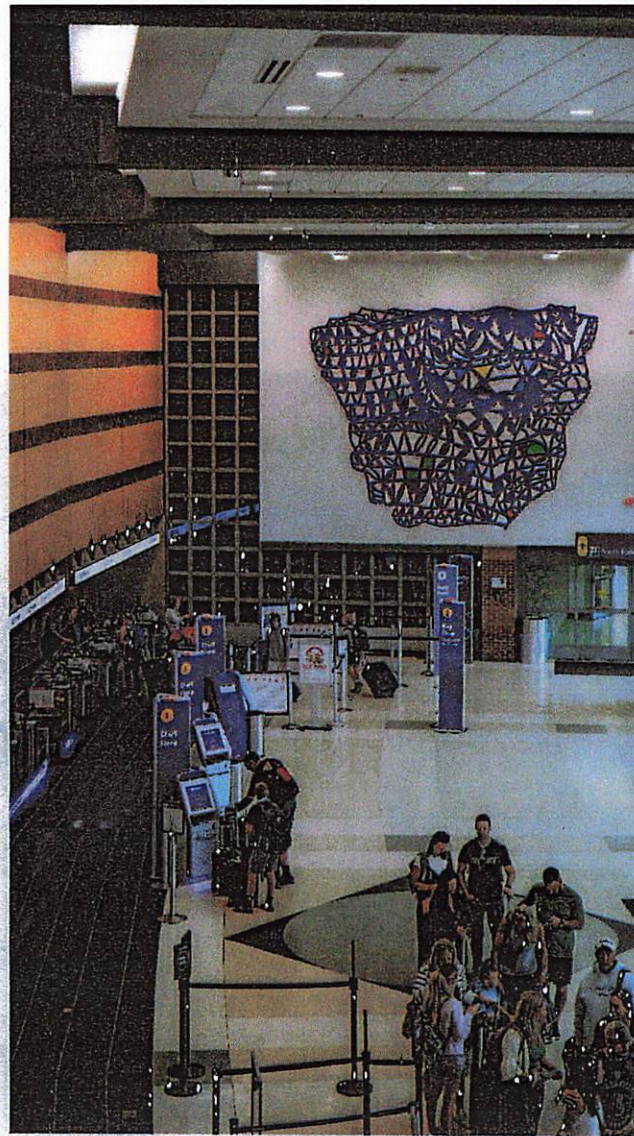
## Special Event

Saturday, September 13, 2-4pm

A Reception Celebrating  
Southwest Airlines  
25 Years of Service to Albany  
& *Treasure Map* by Ruby Palmer  
Supported by SW's Repurpose with  
Purpose Program

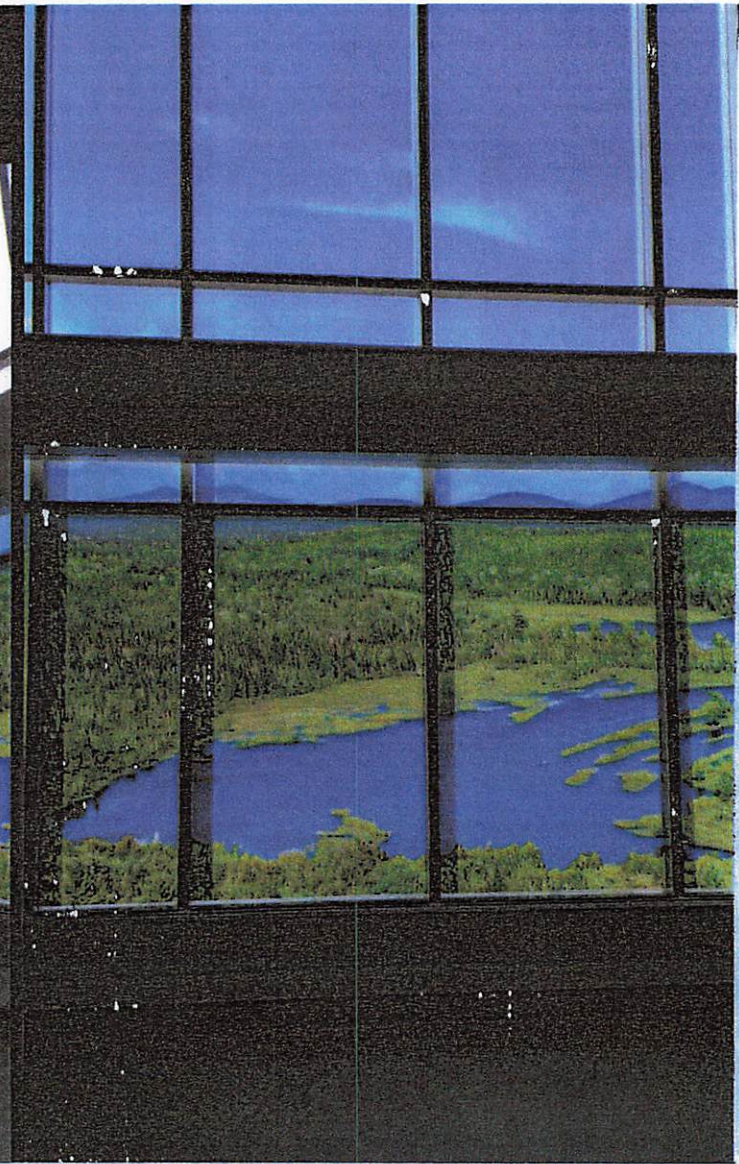
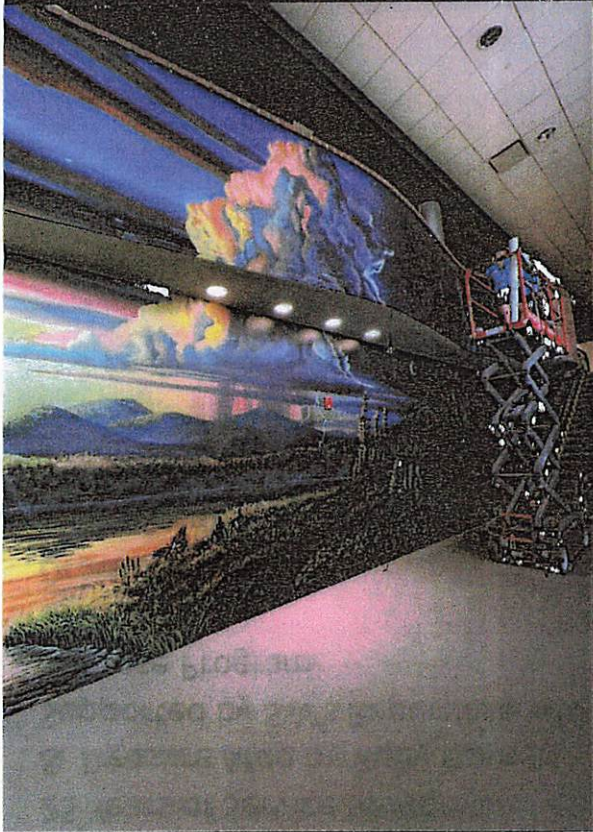
Drawings for

- 25 Southwest Roundtrip Tickets
- An original artwork by Ruby Palmer





Vinyl mural application  
Sculpture installation prepl







*Apple of Your Eye  
& tree/stumps  
Nearing completion*







**ALBANY**  
INTERNATIONAL AIRPORT



## NOTICE



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

ALBANY INTERNATIONAL AIRPORT

Account Number: 061026000  
Order Number: IPLATU0095898

737 ALBANY SHAKER RD

Albany NY 12211

STATE OF NEW YORK)

:SS.:

COUNTY OF ERIE)

The undersigned, being duly sworn, says that he/she is a Authorized Custodian of Records 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:

08/11/2025

George Hearst, Publisher

By: Nora Hewson

Nora Hewson

Authorized Designee of George Hearst, Publisher of the Times Union

Subscribed and sworn to before me, this 12th day of August 2025.

Tyshawn Harrison  
Notary Public Signature

Tyshawn Harrison  
Notary Public - State of New York  
No. 01HA0005298  
Qualified in Erie County  
Commission Expires 04/07/2027

IPLATU0095898



**ALBANY COUNTY AIRPORT AUTHORITY  
CIC COMMITTEE  
MEETING NOTICE**

Notice is hereby given of the following CIC Committee Meeting of the Albany County Airport Authority:

The Albany County Airport Authority will hold a **CIC Committee** meeting on **Wednesday, August 13, 2025 at 12:00 noon**. The meeting will be held in the Conference Room in the 3rd Floor Conference Room located in the Main Terminal at the Albany International Airport, Albany, New York.

**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, August 18, 2025 at 9:00 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:** Thursday, August 7, 2025 12:36 PM  
**To:** Saratogian Newspapers; The Colonie Spotlight; The Gazette; The Troy Record  
**Subject:** CIC Committee & Regular Board Meeting

**ALBANY COUNTY AIRPORT AUTHORITY  
CIC COMMITTEE  
MEETING NOTICE**

Notice is hereby given of the following CIC Committee Meeting of the Albany County Airport Authority:

The Albany County Airport Authority will hold a **CIC Committee** meeting on **Wednesday, August 13, 2025 at 12:00 noon**. The meeting will be held in the Conference Room in the 3rd Floor Conference Room located in the Main Terminal at the Albany International Airport, Albany, New York.

**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, August 18, 2025 at 9:00 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:** Thursday, August 7, 2025 12:35 PM  
**To:** Harold Iselin; Janet Thayer; John-Raphael Pichardo; John-Raphael Pichardo; Kevin R. Hicks, Sr. (Personal); 'Samuel A. Fresina'; Samuel Fresina; Sari O'Connor; 'Steven H. Heider'  
**Subject:** CIC Committee and Regular Board Meeting

Below are meeting notices for the CIC Committee meeting scheduled for Wednesday, August 13 at 12:00 noon and our Regular Board Meeting scheduled for Monday, August 18 at 9:00 a.m.

Please advise whether or not you will be attending either of these meetings. Also let me know if you have any questions.

Thank you.  
Liz

**CIC Committee Members**

Sari O'Connor, Co-Chair  
Steve Heider, Co-Chair  
Kevin Hicks, Member  
Sam Fresina, Ex Officio

**ALBANY COUNTY AIRPORT AUTHORITY  
CIC COMMITTEE  
MEETING NOTICE**

Notice is hereby given of the following CIC Committee Meeting of the Albany County Airport Authority:

The Albany County Airport Authority will hold a **CIC Committee** meeting on **Wednesday, August 13, 2025 at 12:00 noon**. The meeting will be held in the Conference Room in the 3rd Floor Conference Room located in the Main Terminal at the Albany International Airport, Albany, New York.

**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, August 18, 2025 at 9:00 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:** Thursday, August 7, 2025 12:24 PM  
**To:** 'TU Legals'  
**Subject:** UPDATE - PLEASE USE THIS ONE - DISREGARD PREVIOUS --- Account No. 061026000 - Pre-Approved - No Confirmation Required - CIC Committee Meeting Wednesday August 13, 2025 at 12:00 noon

**From:** Liz Charland  
**Sent:** Thursday, August 7, 2025 12:20 PM  
**To:** 'TU Legals' <tulegals@timesunion.com>  
**Subject:** Account No. 061026000 - Pre-Approved - No Confirmation Required - CIC Committee Meeting Wednesday August 13, 2025 at 12:00 noon

Please publish the Notice below one time as soon as possible. Thank you. – Liz

**ALBANY COUNTY AIRPORT AUTHORITY  
CIC COMMITTEE  
MEETING NOTICE**

Notice is hereby given of the following CIC Committee Meeting of the Albany County Airport Authority:

The Albany County Airport Authority will hold a **CIC Committee** meeting on **Wednesday, August 13, 2025 at 12:00 noon**. The meeting will be held in the Conference Room in the 3rd Floor Conference Room located in the Main Terminal at the Albany International Airport, Albany, New York.

**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, August 18, 2025 at 9:00 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:** Thursday, August 7, 2025 12:22 PM  
**To:** ACAA Board Room; Christine Quinn; John LaClair; John O'Donnell; Margaret Herrmann; Peter Stuto; David Montiverdi; Matthew Hunter; Jennifer Munger; Matthew Mokey; Kathy Greenwood  
**Cc:** Deborah Pasquini  
**Subject:** CIC Committee Meeting & Regular Board Meeting

**ALBANY COUNTY AIRPORT AUTHORITY  
CIC COMMITTEE  
MEETING NOTICE**

Notice is hereby given of the following CIC Committee Meeting of the Albany County Airport Authority:

The Albany County Airport Authority will hold a **CIC Committee** meeting on **Wednesday, August 13, 2025 at 12:00 noon**. The meeting will be held in the Conference Room in the 3rd Floor Conference Room located in the Main Terminal at the Albany International Airport, Albany, New York.

**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, August 18, 2025 at 9:00 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:** Thursday, August 7, 2025 12:20 PM  
**To:** 'TU Legals'  
**Subject:** Account No. 061026000 - Pre-Approved - No Confirmation Required - CIC Committee Meeting Wednesday August 13, 2025 at 12:00 noon

Please publish the Notice below one time as soon as possible. Thank you. – Liz

**ALBANY COUNTY AIRPORT AUTHORITY**

**CIC COMMITTEE**

**MEETING NOTICE**

Notice is hereby given of the following CIC Committee Meeting of the Albany County Airport Authority:

The Albany County Airport Authority will hold a CIC Committee meeting on Wednesday, August 13, 2025 at 12:00 noon. The meeting will be held in the Conference Room in the 3rd Floor Conference Room located in the Main Terminal at the Albany International Airport, Albany, New York.



## **AGENDA ITEM NO. 1**

### **Chairman's Remarks**



## **AGENDA ITEM NO. 2**

### **Approval of Minutes**



## **Minutes**

**Special Meeting – July 29, 2025**



**Minutes of the Special Meeting of the Albany County Airport Authority****July 29, 2025**

Pursuant to notice duly given and posted, the special meeting of the Albany County Airport Authority was called to order on Tuesday July 29, 2025 @ 8:00 a.m. in the third floor conference room at the Albany International Airport by Chairman Samuel A. Fresina with the following present:

**MEMBERS PRESENT**

Samuel A. Fresina  
Kevin R. Hicks, Sr. (via telephone)  
Steven H. Heider (via telephone)  
Harold Iselin  
Sari M. O'Connor  
John-Raphael Pichardo  
Janet M. Thayer

**MEMBERS ABSENT****STAFF**

Peter F. Stuto, Chief Executive Officer  
Christine Quinn, Authority Counsel  
Matt Hunter, Director of Communications  
Liz Charland, Administrative Services

**ATTENDEES**

Perry Blanchard, Chief Technology Officer  
Chief Steve Dorsey, ARFF Chief  
Matt Franzese, Risk Strategies  
Brian Purcell, Channel 6

Chair Fresina noted that there was a quorum.

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

Mr. Iselin made a motion to go into executive session at 8:01 a.m. to discuss:

ES-1 – Matter Involving a Particular Corporation.

The motion was adopted unanimously.

Ms. Thayer made a motion to return to regular session at 8:55 a.m. The motion was



adopted unanimously.

**Action Item:**

**1. ACAA Insurance Placement (Terminal Expansion Construction)**

Ms. Thayer made a motion to renew current owner coverage that expires July 31, 2025 and to renew current pollution policy that expires July 31, 2025 with broker to be confirmed. The motion was adopted unanimously

**There being no further business the meeting was adjourned at 8:59 a.m.**



**ALBANY COUNTY AIRPORT AUTHORITY**

**SPECIAL MEETING**

**AGENDA**

**July 29, 2025**

**Action Item:**

- 1. ACAA Insurance Placement (Terminal Expansion Construction)**

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

**ES-1 Matter Involving a Particular Corporation**



## **Minutes**

### **Regular Meeting – July 14, 2025**



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

**July 14, 2025**

Pursuant to notice duly given and posted, the regular meeting of the Albany County Airport Authority was called to order on July 14, 2025 at 9:15 a.m. in the Third Floor Conference Room located in the Terminal at the Albany International Airport, Albany, New York by the Chair, Samuel A. Fresina, with the following present:

**MEMBERS PRESENT**

Samuel A. Fresina, Chair  
Steven Heider  
Kevin R. Hicks, Sr.  
Harold Iselin  
Sari O'Connor  
John-Raphael Pichardo  
Janet M. Thayer

**MEMBERS ABSENT**

**STAFF**

Peter F. Stuto, Chief Executive Officer  
Margaret Herrmann, Acting Chief Financial Officer  
Kathy Greenwood, Director of Art & Culture  
Helen Chadderdon, Marketing Manager  
Liz Charland, Administrative Services  
Matt Hunter, Communication Director  
John LaClair, Chief Engineer  
Dwayne Lovely, IT Manager  
Bobbi Matthews, Purchasing Agent  
Dave Montiverdi, Airport Planner  
Jenn Munger, Paralegal  
Debbie Pasquini, Confidential Secretary

**ATTENDEES**

Susan Quine-Laurilliard, Chair Multi-Modal Transit Committee f/k/a Mass Transit Committee

Carmiena Brooks, Assistant Airport Manager  
Don Brundage, Safety, Health & Env. Manager, Avports  
Ray Camilli, Airfield Maintenance Manager, Avports  
Chief Steve Dorsey, ARFF Avports  
Kevin Hehir, Building Maintenance Manager, Avports  
Deputy Fire Chief Chris Menge, ARFF Avports  
Jim O'Brien, Operations Manager, Avports  
John Panarello, VP of Operations, Avports



Chris Pasquini, Assistant Maintenance Manager, Avports  
Mark Ricks, CEO Avports

Kevin Butterfield, Albany County Public Information Officer & Policy Analyst  
Matt Franzese, Risk Strategies  
Brian King, Manager Million Air Albany  
Jeff Lovell, Managing Director, Park Strategies, LLC  
Steve Trimarchi, SVP Growth Leader Risk Strategies, LLC  
Asim Khan, Taxi

Chair Fresina noted that there was a quorum.

**General:**

**1. Chairman's Remarks**

Chair Fresina voiced support for managers and in continuing resources for Airport operations.

**2. Approval of Minutes**

Ms. O'Connnor moved to approve the minutes of the June 9, 2025 meeting.

The motion was adopted unanimously.

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

Mr. Stuto presented a Communications and Chief Executive Officer's Report for the month of July 2025.

**Reports:**

**4. Chief Operating Officer**

**5. Chief Financial Officer**

Ms. Herrmann presented the Financial Report for the month of July 2025. (Power Point attached.)

**6. Project Development**

Mr. LaClair presented the Project Development Report for the month of July 2025. (Power Point attached.)

**7. Counsel**

**8. Concessions/Ambassador Program**



Ms. Chadderdon presented the Concessions/Ambassador Report for the month of July 2025.

**9. Public Affairs**

Mr. Hunter presented the Public Affairs Report for the month of July 2025.

**9A. Art & Culture Program**

Ms. Greenwood presented the Art & Culture Report for the month of July 2025.

**9B. Planning**

Mr. Montiverdi presented the Planning Report for the month of July 2025.

**Action Items:**

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

**10.1 Professional Services Contract No. S-1242 for the design of Additional Parking Spaces and Access Routes for Parking Shuttles – Phase I and II**

Mr. LaClair recommended authorization to award Professional Service Contract S-1242 to Colliers Engineering & Design for the design of Phase I and Phase II work, Additional Parking and Access Routes for Parking Shuttles. The total project will be advanced in phases whereby this first phase is for the development of the Preliminary plans for the Laundry area and Hockey Rink area and to also assist staff in defining of the Scope of Work for E-Lot and signage in the amount of Phase I \$54,260 and Phase II \$32,800 for a total contract amount of \$87,060. This project is 100% Airport funded.

Mr. Iselin moved to approve Professional Service Contract S-1242 to Colliers Engineering & Design for the design of the Phase I and Phase II work, Additional Parking and Access Routes for Parking Shuttles in the amount of Phase I \$54,260 and Phase II \$32,800 for a total contract amount of \$87,060. The motion was adopted unanimously.

**10.2 Purchase Order for Uniform Rental Services, to Unifirst Corporation Under Sourcewell Contract**

Ms. Herrmann recommended authorization to issue a Purchase Order to Unifirst Corporation for uniform rental services in the estimated amount of \$40,000. annually (estimated on usage and employee count). She advised that on July 1, 2021 the Authority awarded Contract #SC-21-1084 to Unifirst for uniform rental services for Airfield, Vehicle, Glycol, Building, Parking Maintenance and Million Air (FBO). The current term of this contract expires March 2026; and contains a one year extension option beyond that. Since our contract was issued, Unifirst has been awarded a Cooperative Purchasing



Agreement under Sourcewell.

She advised that as we recently changed our Airport Logo, there will be an expense for changing out the current uniforms used by our Maintenance Departments and Operations Department. Unifirst has offered to waive this fee for the new logo change if we agree to a one-year extension of their rental services under this Sourcewell Contract. The Sourcewell Contract pricing is a savings to our current rental fees as well. The contract expires on March 25, 2028.

Mr. Heider moved to approve a Purchase Order to Unifirst Corporation for uniform rental services in an estimated amount of \$40,000 annually. The motion was adopted unanimously.

**10.3 Services Agreement No. SC-1246 - Parking Equipment Maintenance with Access Technology Integration, Inc.**

Ms. Herrmann recommended authorization to award Service Agreement SC-1246 to Access Technology Integration, Inc. "ATI" in the amount of \$136,992.66 to provide the necessary maintenance and service for the parking systems. She advised this is a sole source procurement as ATI is the vendor who installed the equipment. The term of this agreement is one year with two additional one-year options. This agreement will be 100% airport funded.

Mr. Hicks moved to approve Service Agreement SC-1246 to Access Technology Integration, Inc. "ATI" in the amount of \$136,992.66 to provide the necessary maintenance and service for the parking systems. The motion was adopted unanimously.

**10.4 Approve agreements with subsidiaries of NexAmp to provide community solar credits resulting in a 10% savings in energy costs.**

Ms. Herrmann recommended authorization for the Authority to enter an agreement with NexAmp for community solar credits, offered through remote net metering and a community solar program for an approximate annual savings of \$188,000. She advised this will allow the Authority to benefit from offsite solar energy production without the need for on-site solar panel installation. Under this system, electricity generated at a solar host site is fed into the grid, and the corresponding dollar value energy credits are distributed to utility accounts, reducing electricity costs. The credits appear on the utility bills and reduce utility charges 1:1. The Authority will then pay NexAmp 89% of the credit value for the credits, leading to significant utility bill savings. Also, NexAmp has committed to providing credits from the three solar farms that will be operational in December 2025 at a savings of 10% for a term of 15 years.

Ms. O'Connor moved to approve the agreement with NexAmp for community solar credits for an approximate annual savings of \$188,000. The motion was adopted by the majority with Mr. Pichardo abstaining.



**10.5 Intentionally left blank.**

**10.6 Authorization to Enter into Memorandum of Agreement with Reimburse CBP (U.S. Customs and Border Protection)**

Ms. Herrmann recommended authorization to enter into a Memorandum of Agreement with U.S. Customs and Board Protection. She advised that as part of a nationwide systems upgrade directed by U.S. Customs and Border Protection (CBP), Albany International Airport is required to reimburse CBP for the installation and maintenance of essential communications and IT infrastructure supporting our Federal Inspection Services (FIS) operations. The upgrade is part of a system-wide mandate—facilities of all sizes, including smaller ports such as the Port of Albany, have been similarly required to comply. The total initial cost is estimated at \$126,085.75, with annual recurring costs of approximately \$24,948.16, covering specialized biometric hardware, secure networking equipment, and system maintenance. Most critically, CBP has advised that if Albany does not comply with this upgrade by September 1, we will not only be considered out of compliance, but deemed unable to meet minimum operational standards—effectively resulting in the loss of our designation as an “International” airport. In addition to preserving that status, this upgrade will significantly enhance passenger processing times and improve our overall ability to accommodate international air service.

Mr. Iselin moved to approve the Memorandum of Agreement with U.S. Customs and Board Protection “CBP” in the initial cost estimated at \$126,085.75, with annual recurring costs of approximately \$24,948.16. The motion was adopted unanimously.

**10.7 Annual Service Contract: Authorization to Award a one-year extension to: Contract No. SC-970 Elevator and Escalator Service with Kone**

Mr. LaClair recommended authorization to award a one-year contract extension to the Service Contract SC-970 for the Elevator and Escalator Service to Kone of Albany, N.Y. at the current contract pricing (Maintenance Contract No. 41572705). He advised Kone has been the elevator and escalator service company for many years, including during ongoing Terminal construction. Kone has been maintaining escalators 16 & 17 with a one hour or less response time, that is necessary to allow for steady passenger flow to and from the TSA Checkpoint.

Mr. Heider moved to approve a one-year extension to Contract No. SC-970 for the service and maintenance of our elevators and escalators at the current contract pricing. The motion was adopted unanimously

**10.8 Authorization to Award Contract 1196-GC for Apron Reconstruction and Rehabilitation for Commercial Service, ARFF and General Aviation Operations to Rifenburg Construction, Inc.**



Mr. LaClair recommended authorization to award Contract #1196-GC Apron Reconstruction and Rehabilitation for Commercial Service, ARFF and General Aviation Operations to qualified bidder Rifenburg Construction, Inc. of Troy, N.Y. for \$4,899,115.00. He advised the Base bid contract scope includes drainage investigations and upgrades, glycol collection system upgrades, construction of a concrete de-icing pad for commercial aircrafts, asphalt pavement removal and replacement, striping and landscaping. He also noted that there were two Alternatives (ALT #1 and ALT #2) that were included in the bids, but are not being awarded at this time, pending future FAA funding. This contract will be 90% federal, 5% State and 5% Airport funded.

Mr. Pichardo moved to approve Contract 1196-GC for Apron Reconstruction and Rehabilitation for Commercial Service, ARFF and General Aviation Operations to Rifenburg Construction, Inc. in the amount of \$4,899,115. The motion was adopted by the majority with Mr. Hicks opposing.

**10.9 Authorization to Award Contract 1178-GC/E for Electrical Supply Upgrades to DLC Electric, Inc. Contract No. 1178-GC/E**

Mr. LaClair recommended authorization to award Contract 1178-GC/E for Electrical Supply Upgrades to qualified bidder DLC Electric, Inc. in the amount of \$3,063,700.00. He advised the contract scope includes the purchase of new electrical service equipment (high voltage panels, Automated Transfer Switches [ATS], all related conduits and conductors. The Contractor will coordinate with National Grid to disconnect two 15KV transformers and connect two new 25KV to the Terminal and the Contractor will do all excavation, conduit installation and backfilling as shown in the plans. He noted there were two alternative bids with this project. ALT #1 to replace the curbs and sidewalks in the Loading Dock area and ALT #2 to mill and repave the Loading Dock. This project will be 100% airport funded.

Mr. Hicks moved to approve Contract 1178-GC/E for Electrical Supply Upgrades to qualified bidder DLC Electric, Inc. in the amount of \$3,063,700.00. The motion was adopted unanimously.

**10.10 Construction Contract: Amendment No. 1 to Contract No. SC-1203 - Plumbing Services to BPI Piping, Inc.**

Mr. LaClair recommended authorization to award Amendment No. 1 to Contract No. SC-1203 - Plumbing Services to BPI Piping, Inc. in the amount of \$150,000. He advised the Airport relies upon the services of an independent contractor to provide plumbing and drain repairs and maintenance as directed by the Airport Engineering and Maintenance Departments on an as needed basis. Due to increased demand related to the many major construction projects and the age of the airport infrastructure, immediate repairs and maintenance have become increasingly necessary. This contract and amendment are 100% Airport funded.



Mr. Heider moved to approve Amendment No. 1 to Contract No. SC-1203 - Plumbing Services to BPI Piping, Inc. in the amount of \$150,000. The motion was adopted unanimously.

**10.11 Annual Service Contract: Authorization to Award a one-year extension to: Fire Alarm Service Contract with Johnson Control Contract No. SC-1045**

Mr. LaClair recommended authorization to award a one-year contract extension to the Service Contract for Fire Alarms-Service to Johnson Controls in the amount of \$50,027.00. He advised Johnson Controls maintains the fire alarms for many of the Airport's buildings. As the Airport is currently in the process of changing out alarm systems throughout the Airport, but due to the number of large construction projects currently in progress, the replacements have been temporarily put hold. To ensure continuity of the alarm service, Johnson Controls needs to be retained for another year. This contract is 100% airport funded.

Mr. Iselin moved to approve a one-year contract extension to Contract No. SC-1045 for the Fire Alarm Service Contract with Johnson Control in the amount of \$50,027. The motion was adopted unanimously.

**10.12 Intentionally left blank.**

**10.13 Authorization for Amendment No. 2 to Retail, News and Gift Concession Agreement with Paradies Lagardere (Contract No. 822-CON-RNG) – (Amendment No. 1 was approved 12/16/2020)**

Ms. Chadderdon recommended authorization to award Amendment No. 2 to Retail, News and Gift Concession Agreement with Paradies Lagardere (Contract No. 822-CON-RNG). She recommended Contract No. 822-CON-RNG be amended as follows:

**Term:** The Authority agrees to the 10-year contract extension with a 5-year option if agreed to by both parties.

**Rent:** Rent of 22% on annual sales exceeding \$5 million (FY2024 sales were \$5,012,620) and 20% on sales below \$5 million effective upon execution of the lease amendment, nearly three years ahead of the original lease expiration date of December 31, 2028.

**MAG:** MAG increased to \$903,000 with an increase rate of 85% of the prior year's total rent paid for a sustainable and predictable escalation of MAG.

**Concession Improvement Fund:** The 1% contribution to the Concession Improvement Fund remains.

**STORAGE:** Storage to be reduced by approximately 500 sq/ft in C Concourse which will allow for Authority future utilization of rentable space.



Improvements: Paradies to expend 1.6 million for remodeling of 3 locations. Authority agrees to use of \$432,000 of existing funds in Concession Improvement Fund.

ACDBE The Authority agrees to Pleasant News as the ACDBE Operator and maintaining their 10% share.

Ms. Thayer moved to approve Amendment No. 2 to Retail, News and Gift Concession Agreement with Paradies Lagardere – Contract No. 822-CON-RNG as stated above. The motion was adopted unanimously.

**10.14 Request to upgrade the backup storage units for the servers housing all production data at the Airport.**

Mr. Lovely recommended authorization to upgrade the backup storage units for the servers housing all production data at the airport in the amount of \$30,210 each for a total of \$60,420. He advised our existing in-house backup storage is now in need of an upgrade and will not be supported any longer in warranty or parts. This unit is used for redundant storage of all our back-ups for all our existing Virtual Servers. Due to access to this equipment being very limited, this is a sole source provider. This upgrade will be 100% airport funded.

Mr. Hicks moved to approve the upgrade to the backup storage units for the servers housing all production data at the airport in the amount of \$30,210 each for a total of \$60,420. The motion was adopted unanimously.

**10.15 Authorization to enter into a Professional Service Agreement with artist Jean Shin for design, fabrication and placement of a permanent art installation – Contract No. SC-1247**

Ms. Greenwood recommended authorization to enter into a Professional Service Agreement – SC-1247 with artist Jean Shin for design, fabrication and placement of a permanent art installation in the terminal in the amount of \$170,000. She advised the Authority's portion of the this fee is \$132,500 together with a competitive grant (Advance Albany County Alliance) in the amount of \$37,500 for the total contract amount of \$170,000. She advised this agreement will provide for the design, fabrication and placement of Flying Close to Rosewater, a permanent sculpture installation, to be sited in the new Departure Hall expansion.

The artwork draws its meaning from an extraordinary historical convergence: Albany International Airport—America's first municipal airport—stands on the grounds of the nation's first Shaker settlement. Where the Shakers once cultivated acres of roses for medicinal rosewater production, a global transportation hub now connects people across airways.



The installation's title honors pioneering aviator Glenn Curtiss, who in 1910 launched his "Albany Flyer" from nearby Rensselaer Island to complete America's first true cross-country flight, landing in New York City and establishing the U.S. long-distance flight record. This historic 150-mile journey along the Hudson River helped propel the United States into the modern age of aviation.

Ms. O'Connor moved to approve professional Service Agreement – SC-1247 with artist Jean Shin for design, fabrication and placement of a permanent art installation in the terminal in the amount of \$170,000 with the Authority's portion of the fee being \$132,500 and a competitive grant (Advance Albany County Alliance) in the amount of \$37,500. The motion was adopted unanimously.

## **11. Authorization of Change Orders**

### **11.1 Change Order 14: Authorization to Award Contract Change Order #14 to Construction Contract 21-1082-GC for the Pre-TSA Terminal Expansion to MLB Construction Services, LLC.**

Mr. Mokey recommended Authorization to award Change Order No. 14 for Construction Contract 21-1082-GC for the Pre-TSA Terminal Expansion to MLB Construction Services, LLC. in the amount of \$10,651. He advised this Change Order is requested due to changes to the contract work due to the addition of firestopping material needing to be installed in existing utility penetrations. The site fence was reconfigured to enhance passenger flow from the long term parking lots and a first floor viewing window was installed near vestibule #3.

Ms. O'Connor moved to approve Change Order No. 14 for Construction Contract 21-1082-GC for the Pre-TSA Terminal Expansion to MLB Construction Services, LLC. in the amount of \$10,651. The motion was adopted unanimously.

### **11.2 Change Order: Authorization of Change Order No. 5 for Construction Contract 1127-GC for Concourse A Rehabilitation to AOW Construction LLC**

Mr. LaClair recommended authorization to award Change Order No. 5 for Construction Contract 1127-GC for Concourse A Rehabilitation to AOW Construction LLC. in the amount of \$293,015. He advised this change order work includes additional pavement removal and paving to tie-in the new concrete apron with the existing surrounding pavement. Additional spray on fireproofing was required to protect the additional steel installed for the floor infill. The wood ceiling being installed on the second floor was revised to allow for access above the ceiling. The millwork was modified, alarm sounders were added to meet current NYS Fire Code and the ceiling over the proposed



concession was changed (to allow for a future concession). The contractor was required to remove additional concrete near Gate A-3 (not shown on any As-builts).

Mr. Pichardo moved to approve Change Order No. 5 for Construction Contract 1127-GC for Concourse A Rehabilitation to AOW Construction LLC. in the amount of \$293,015. The motion was adopted unanimously.

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

**Old Business:**

**13. Information Items**

**13.1 Present draft of new Airline Use and Lease Agreement effective January 1, 2026.**

Ms. Hermann presented for informational purposes the draft Airline Use and Lease Agreement which will be effective January 1, 2026. She advised the current terms of the Signatory Airline and Signatory Cargo Agreements end on December 31, 2025. The Authority and the Airline Affairs Committee are negotiating a new agreements to take effect January 1, 2026 for a new initial five year period. The Authority utilizes the services of the law firm of Anderson & Kreiger, LLP and financial consultants Frasca & Associates, LLC to assist with legal and financial compliance and conformance with industry standards.

**New Business:**

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

Mr. Iselin made a motion to go into executive session at 10:05 a.m. to discuss:

ES-1 Matter Involving a Particular Corporation

ES-2 Matter Involving a Particular Individual

The motion was adopted unanimously.

**There being no action taken and no further business, the meeting was adjourned at 11:44 a.m.**



**ALBANY COUNTY AIRPORT AUTHORITY**

**REGULAR MEETING**

**AGENDA**

**July 14, 2025**

**General:**

- 3. Chairman's Remarks**
- 4. Approval of Minutes**  
**Regular Meeting – June 9, 2025**
- 4. Communications and Report of Chief Executive Officer**

**Reports:**

- 4. Chief Operating Officer**
- 5. Chief Financial Officer**
- 6. Project Development**
- 7. Counsel**
- 8. Concessions/Ambassador Program**
- 9. Public Affairs**
- 9A. Art & Culture Program**

**Action Items:**

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

**10.1 Professional Services Contract No. S-1242 for the design of Additional Parking Spaces and Access Routes for Parking Shuttles – Phase I and II**

- 10.5 Purchase Order for Uniform Rental Services, to Unifirst Corporation Under Sourcewell Contract**
- 10.6 Services Agreement No. SC-1246 - Parking Equipment Maintenance with Access Technology Integration, Inc.**
- 10.7 Approve agreements with subsidiaries of NexAmp to provide community solar credits resulting in a 10% savings in energy costs.**
- 10.8 Intentionally left blank.**
- 10.9 Authorization to Enter into Memorandum of Agreement with Reimburse CBP (U.S. Customs and Border Protection)**
- 10.10 Annual Service Contract: Authorization to Award a one-year extension to: Contract No. SC-970 Elevator and Escalator Service with Kone**
- 10.11 Authorization to Award Contract 1196-GC for Apron Reconstruction and Rehabilitation for Commercial Service, ARFF and General Aviation Operations to Rifenburg Construction, Inc.**
- 10.12 Authorization to Award Contract 1178-GC/E for Electrical Supply Upgrades to DLC Electric, Inc. Contract No. 1178-GC/E**
- 10.13 Construction Contract: Amendment No. 1 to Contract No. SC-1203 - Plumbing Services to BPI Piping, Inc.**
- 10.14 Annual Service Contract: Authorization to Award a one-year extension to: Fire Alarm Service Contract with Johnson Control Contract No. SC-1045**
- 10.15 Intentionally left blank.**
- 10.16 Authorization for Amendment No. 2 to Retail, News and Gift Concession Agreement with Paradies Lagardere (Contract No. 822-CON-RNG)**
- 10.17 Request to upgrade the backup storage units for the servers housing all production data at the airport.**
- 10.18 Authorization to enter into a Professional Service Agreement with artist Jean Shin for design, fabrication and placement of a permanent art installation.**
- 11. Authorization of Change Orders**
  - 11.1 Change Order 14: Authorization to Award Contract Change Order #14 to Construction Contract 21-1082-GC for the Pre-TSA Terminal Expansion to MLB Construction Services, LLC.**



**11.2 Change Order: Authorization of Change Order No. 5 for Construction  
Contract 1127-GC for Concourse A Rehabilitation to AOW Construction LLC.**

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

**13. Information Items**

**13.1 Present draft of new Airline Use and Lease Agreement effective January  
1, 2026.**

**Old Business:**

**New Business:**

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

**ES-1 Matter Involving a Particular Corporation**

**ES-2 Matter Involving a Particular Individual**

A photograph of the Albany International Airport entrance at dusk. The entrance features a large, dark metal archway with two glowing blue neon arches on top. The words "ALBANY" and "AIRPORT" are illuminated in white, with "International" in smaller text between them. The background shows a cityscape with lights and a highway with light trails.

# ALBANY International AIRPORT

July 2025

**ALB** ALBANY  
INTERNATIONAL AIRPORT



# CEO Report

**ALB** ALBANY  
INTERNATIONAL AIRPORT



**CHIEF  
OPERATING  
OFFICER's  
REPORT**

July 2025







# North Garage *Maintenance and Cleaning*

**ALB** ALBANY  
INTERNATIONAL AIRPORT





North Garage  
*Maintenance and Cleaning*

**ALB** ALBANY  
INTERNATIONAL AIRPORT

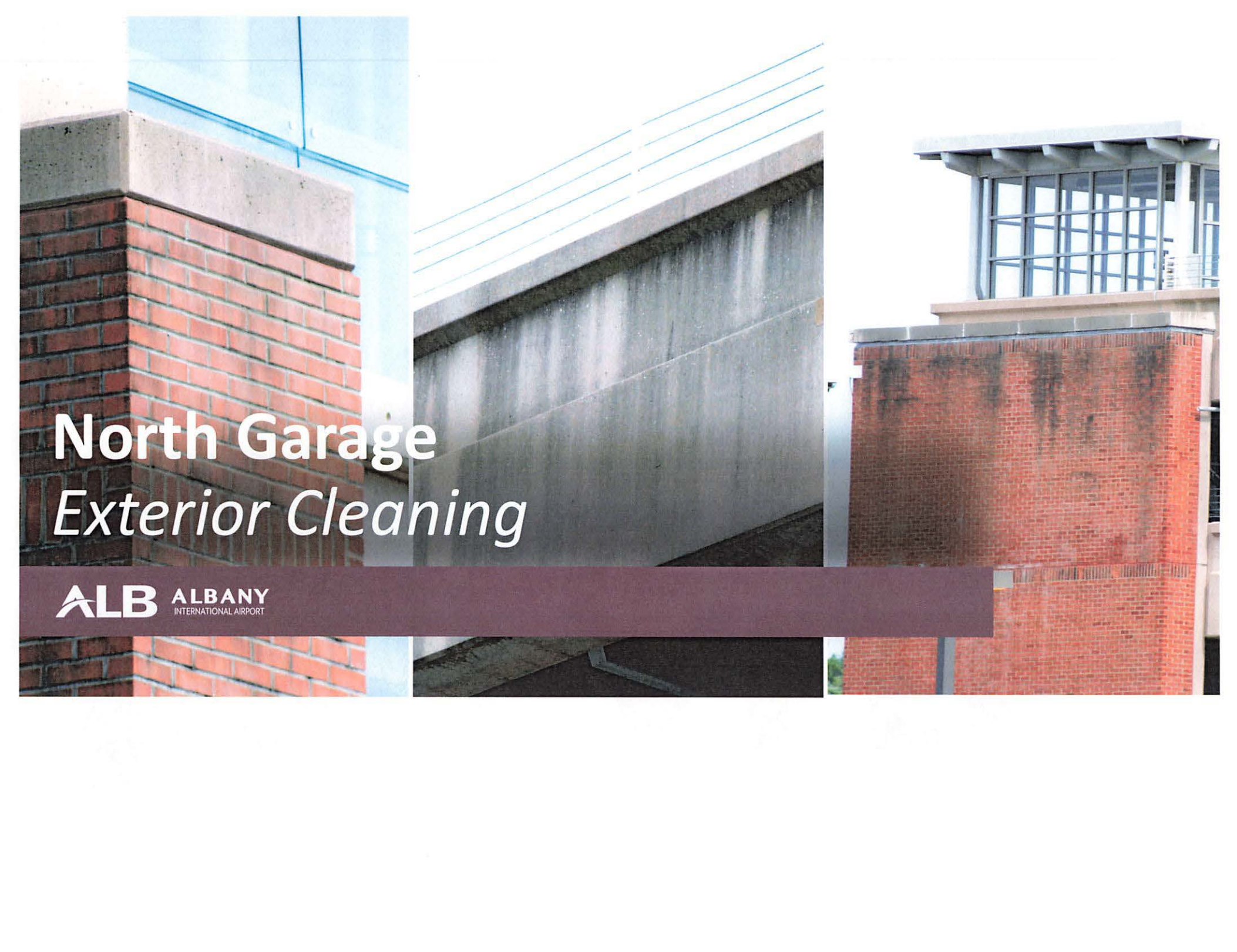




# North Garage *Exterior Cleaning*

**ALB** ALBANY  
INTERNATIONAL AIRPORT



A collage of three photographs showing different parts of the North Garage exterior. The left photo shows a corner of a brick wall with a concrete lintel above it. The middle photo shows a large, dark, textured concrete wall with a horizontal concrete band near the top. The right photo shows a brick wall with a dark, textured band near the top, and a window with a metal grille above it.

# North Garage *Exterior Cleaning*

**ALB** ALBANY  
INTERNATIONAL AIRPORT

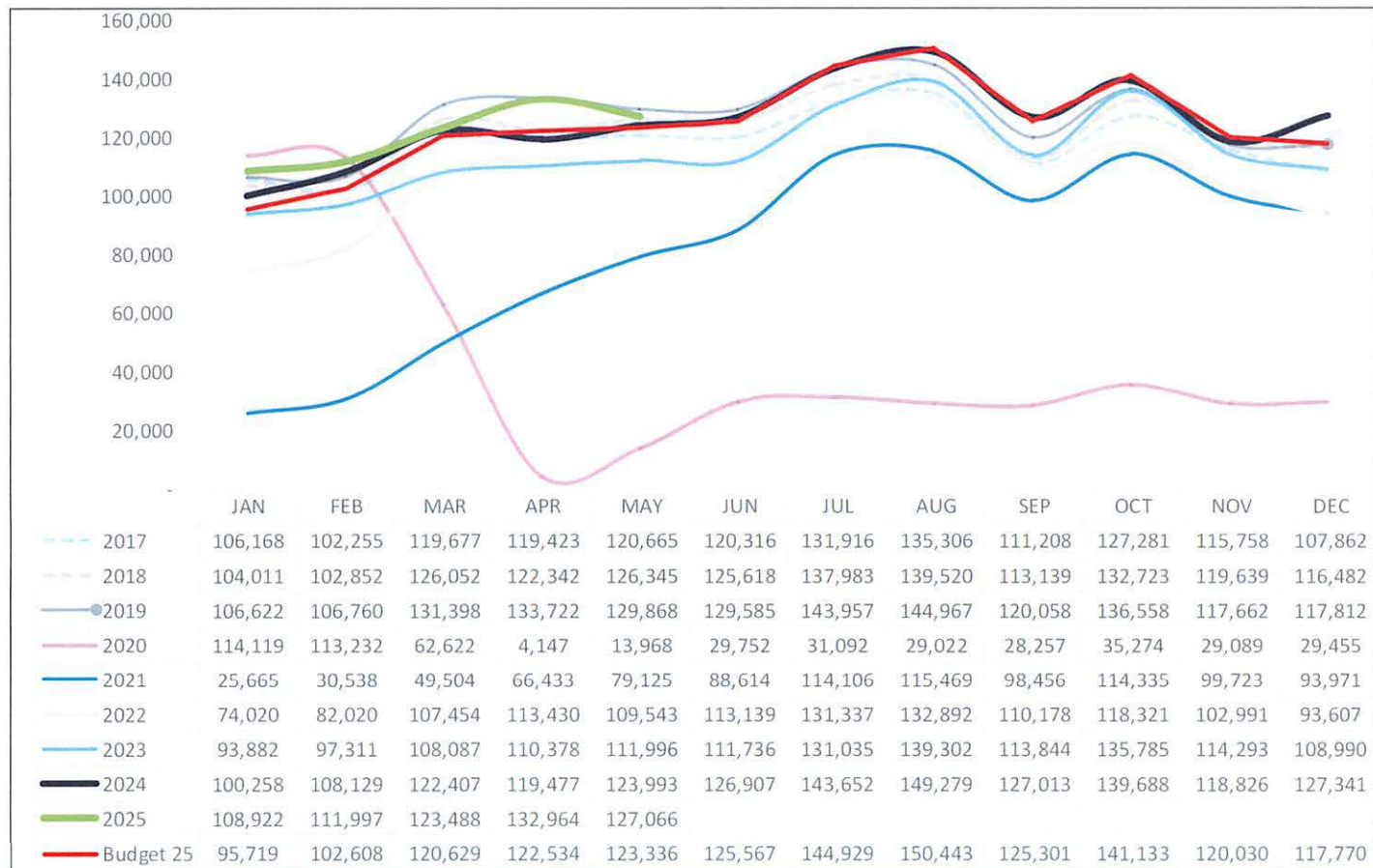


**FINANCIAL  
REPORT**

July 2025

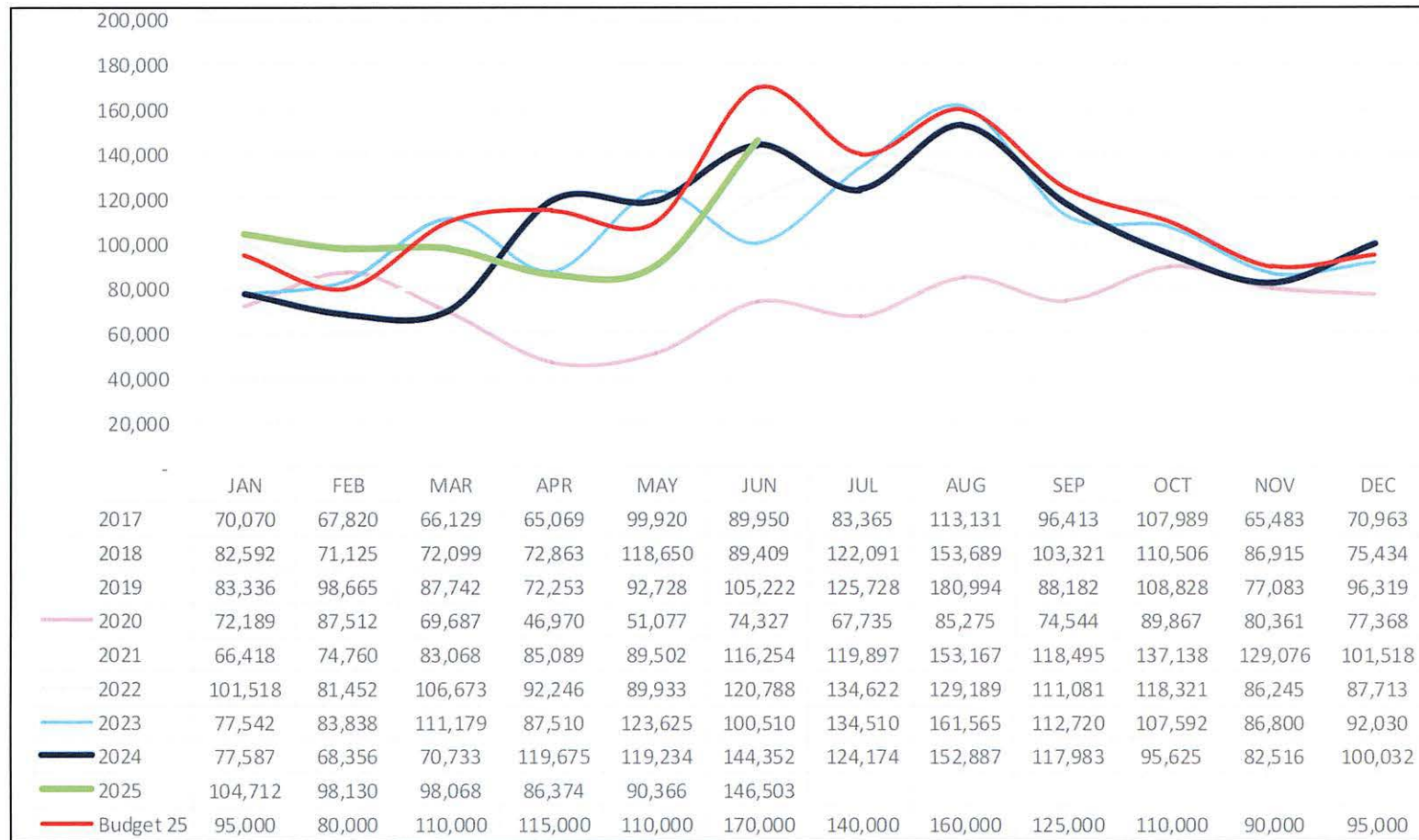


# Monthly Enplanements

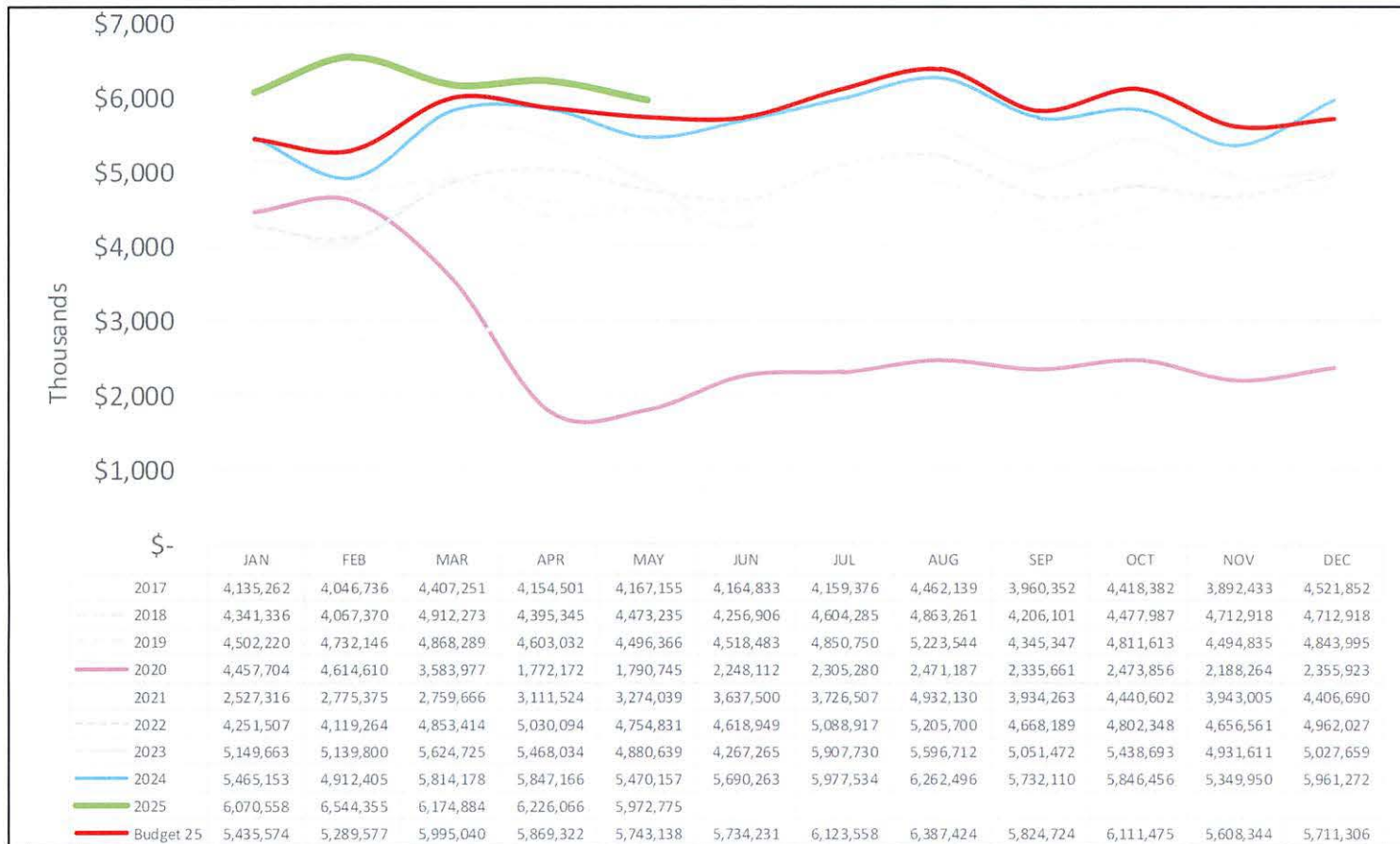




# Monthly Jet A FBO only (gallons)

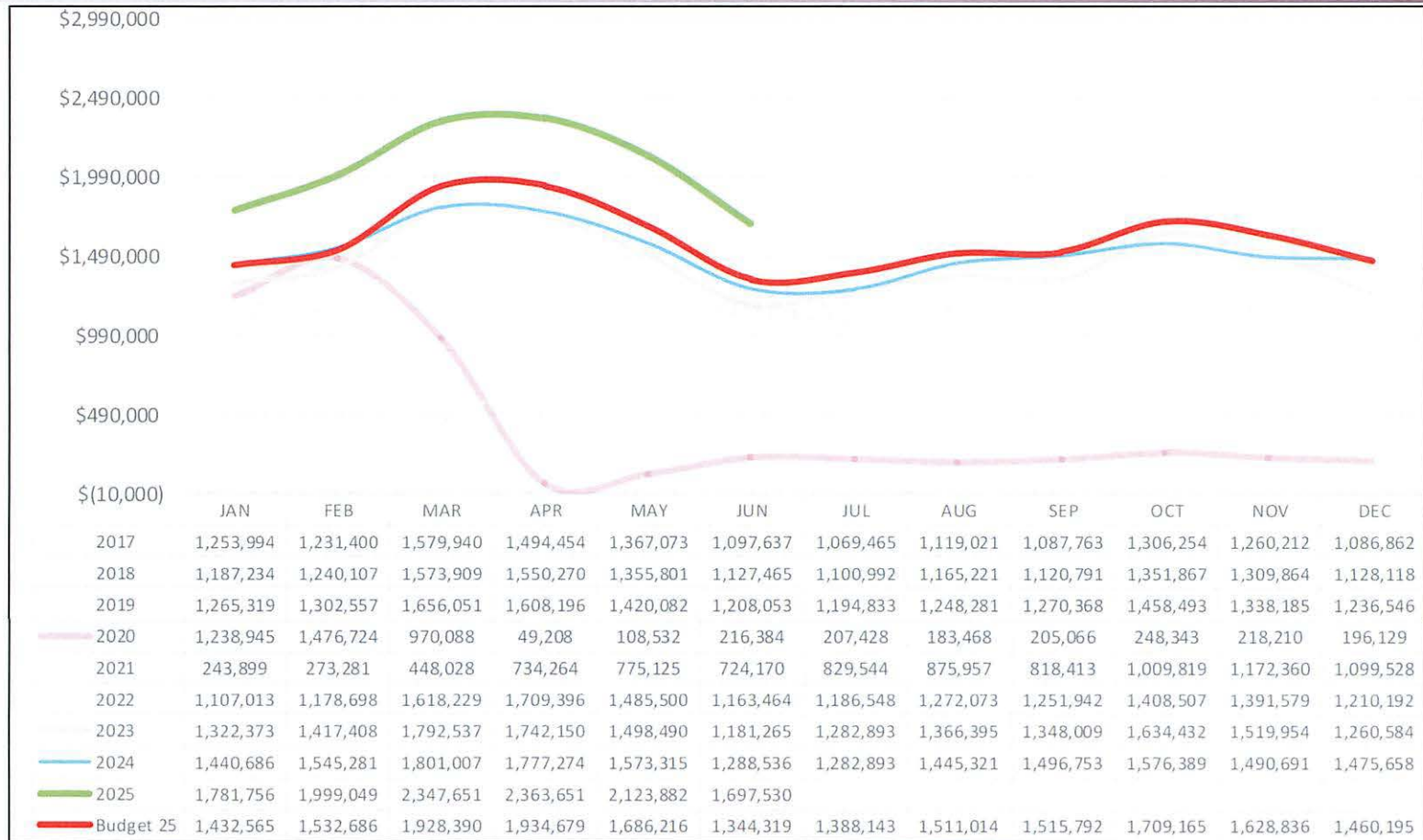


# Operating Revenue (including FBO)

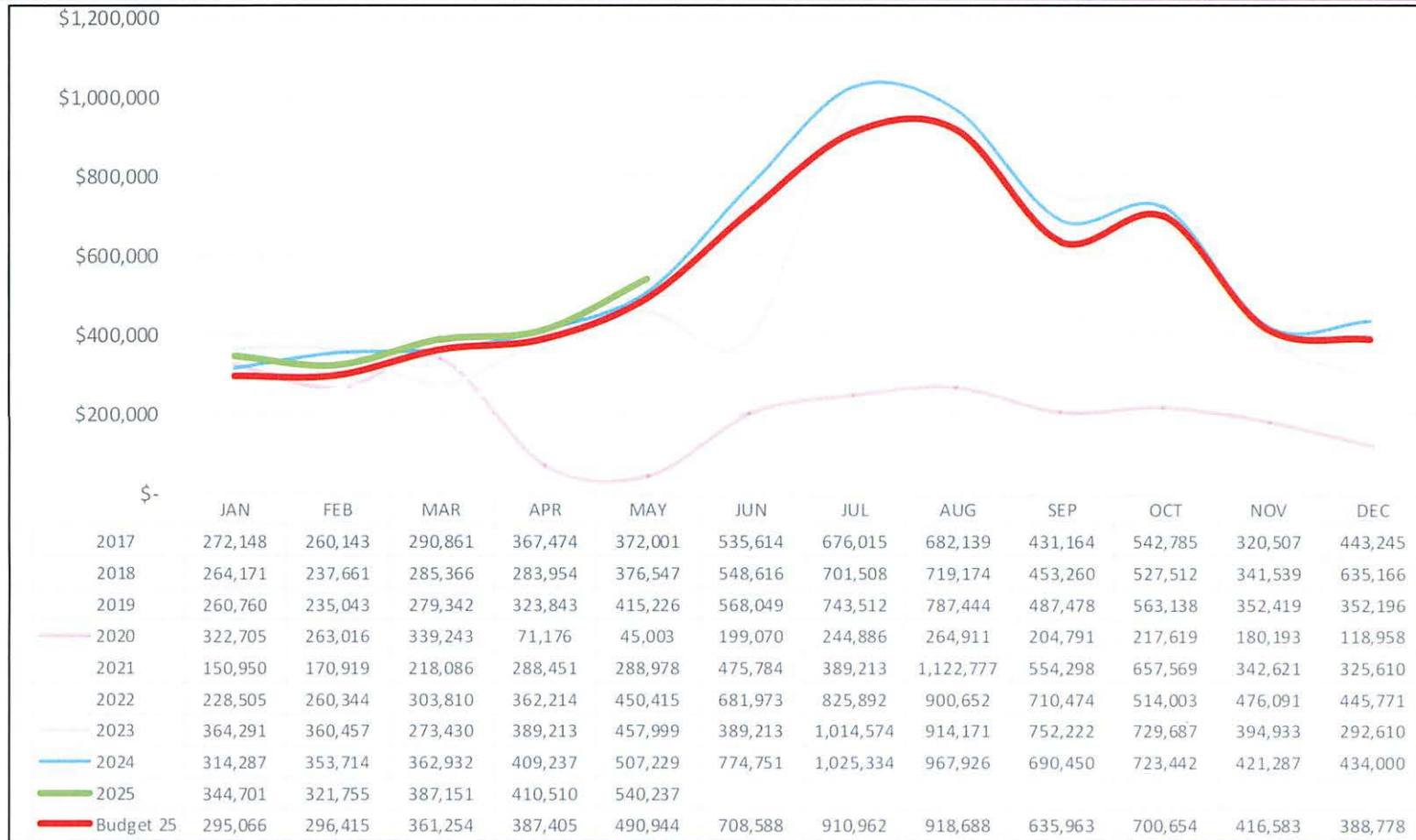




# Parking Revenues

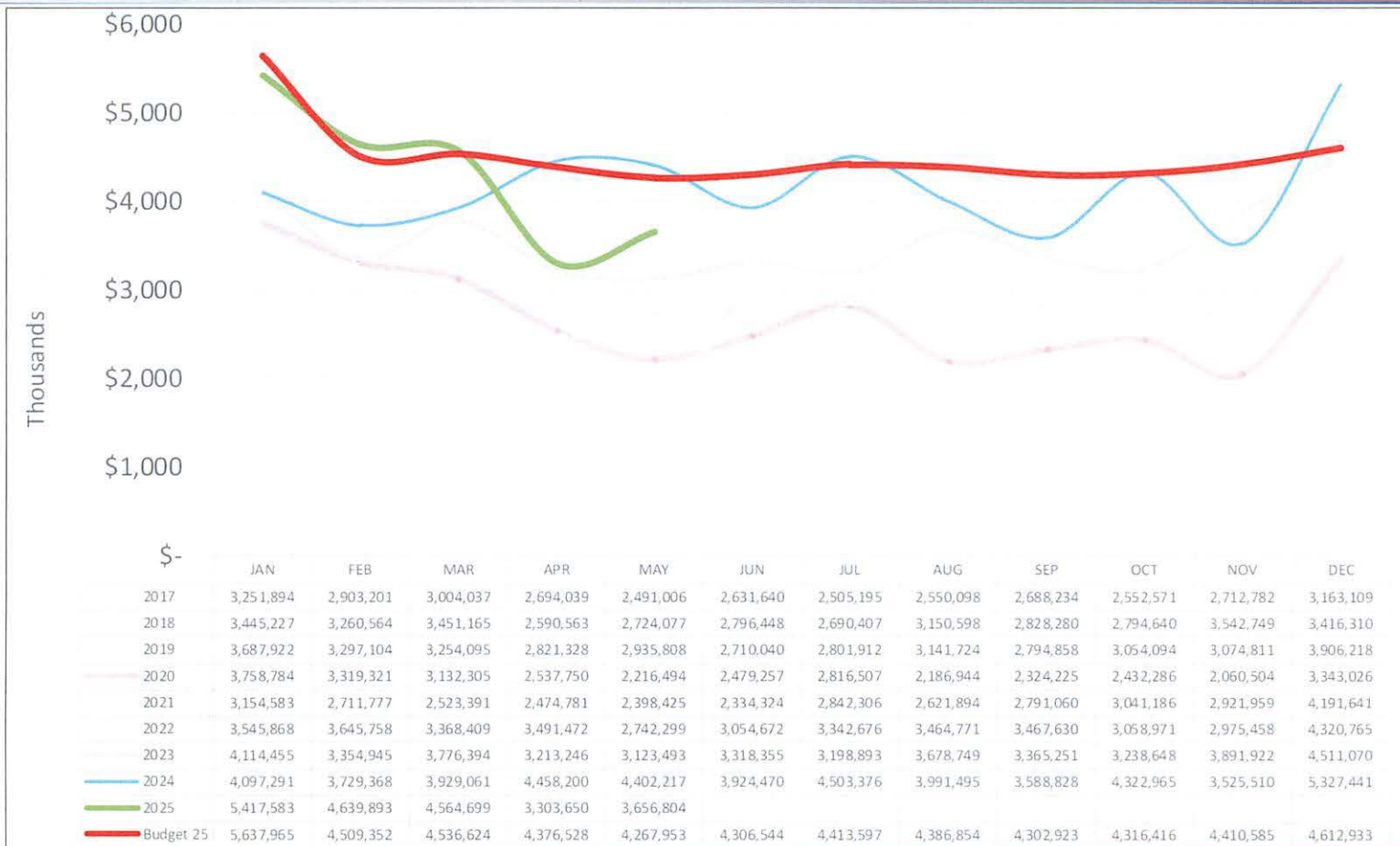


# Rental Car Revenues

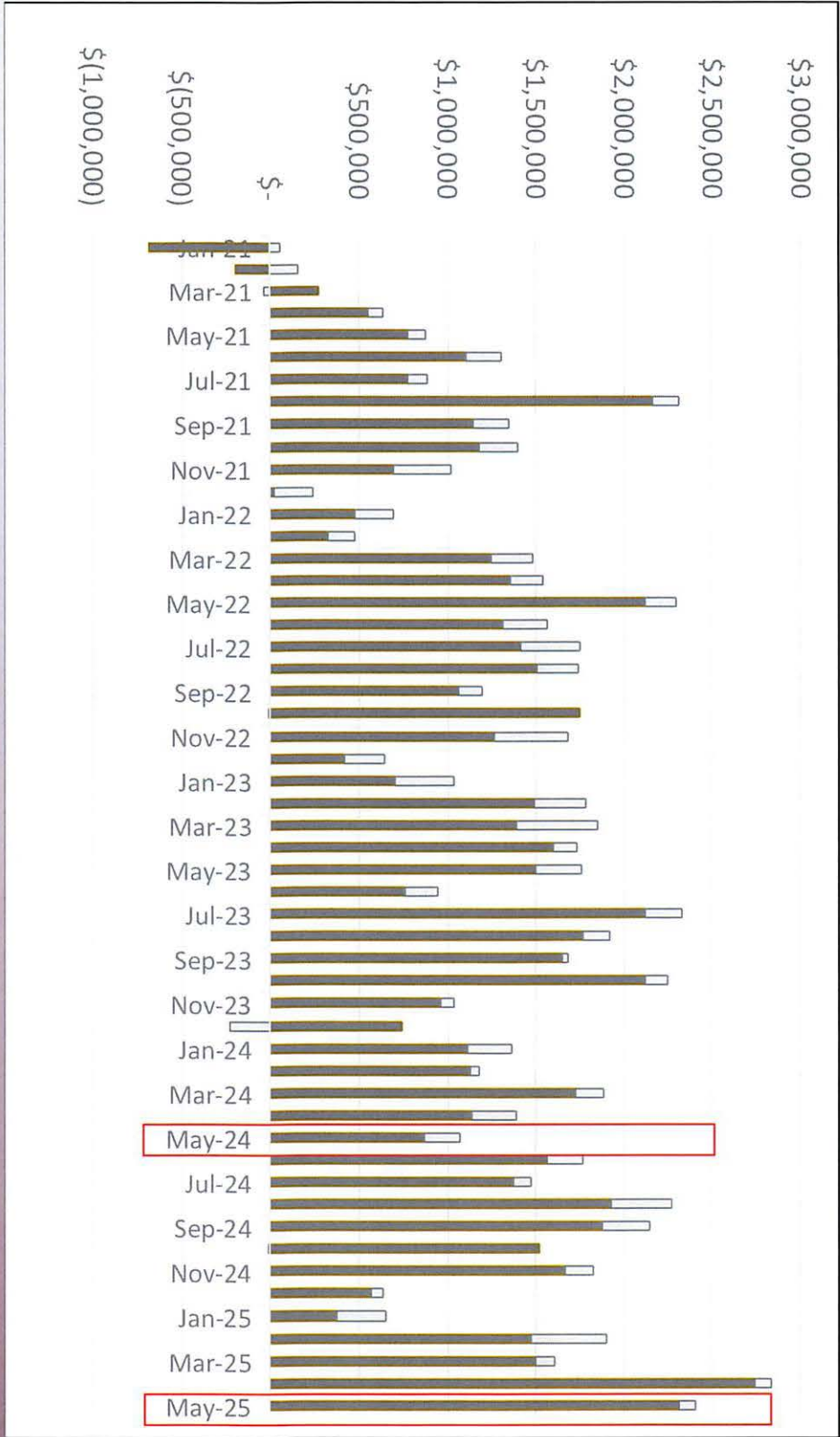




# Operating Expense (including FBO)

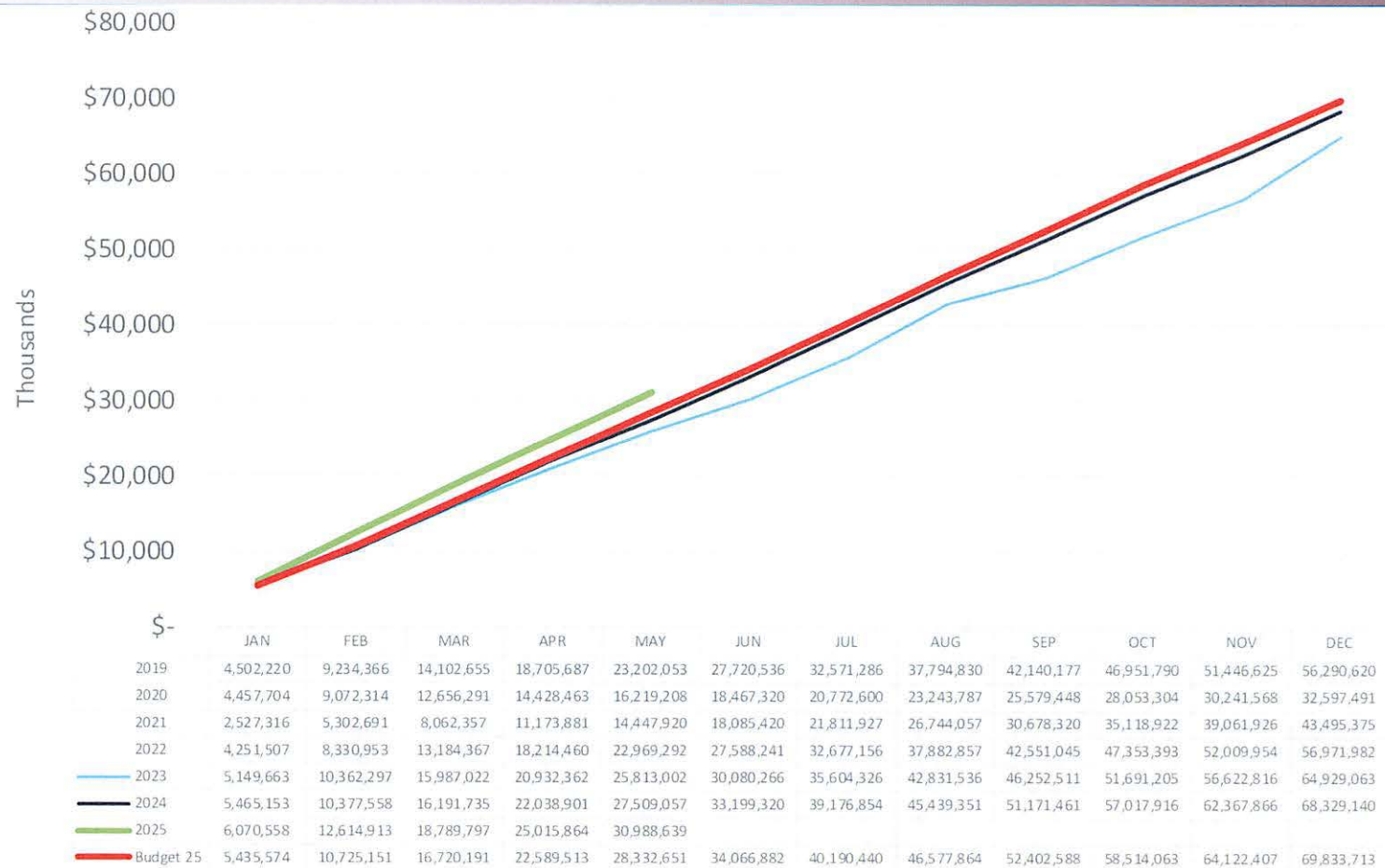


# Operating Net Profit, Airport and FBO

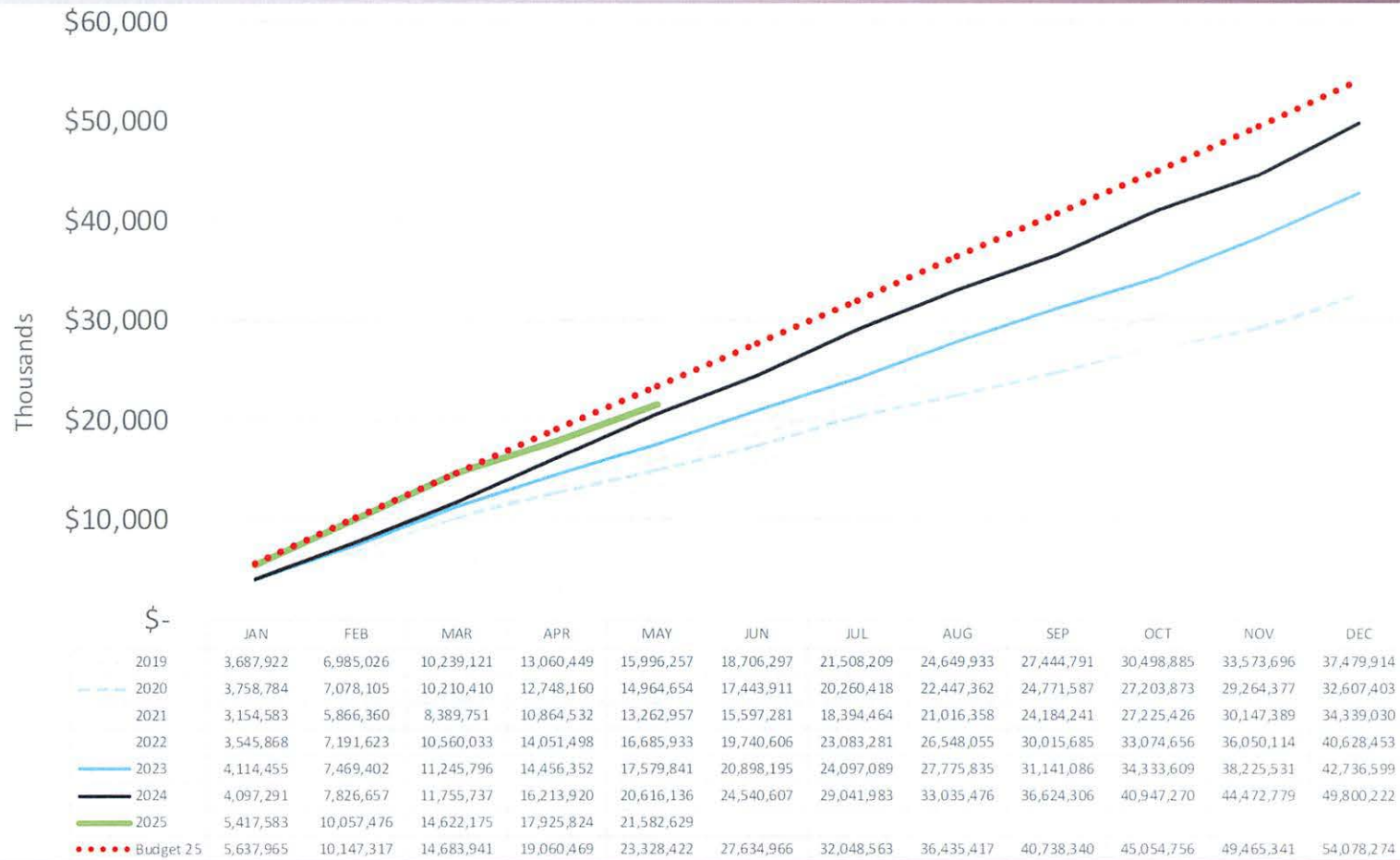




# YTD Operating Revenue (excluding CARES) vs. YTD Budget (including FBO)



# YTD Operating Expense vs. YTD Budget (including FBO)





# Line of Credit Draws

|             | Draw Date | Amount        | Repayment Date |
|-------------|-----------|---------------|----------------|
| LOC Draw 01 | 8-Mar-24  | \$ 984,381.73 | 12-Aug-24      |
| LOC Draw 02 | 8-Mar-24  | 761,816.97    | 2-Apr-24       |
| LOC Draw 03 | 20-Mar-24 | 959,655.24    | 8-Apr-24       |
| LOC Draw 04 | 9-May-24  | 2,152,308.12  | 1-Jul-24       |
| LOC Draw 05 | 9-May-24  | 1,285,737.86  | 1-Jul-24       |
| LOC Draw 06 | 14-Jun-24 | 2,586,897.15  | 2-Oct-24       |
| LOC Draw 07 | 14-Jun-24 | 2,337,750.23  | 2-Oct-24       |
| LOC Draw 08 | 22-Aug-24 | 4,055,372.75  | 16-Oct-24      |
| LOC Draw 09 | 15-Nov-24 | 3,159,332.20  | 10-Jan-25      |
| LOC Draw 10 | 23-Dec-24 | 1,554,653.15  |                |
| LOC Draw 11 | 16-Jan-25 | 1,045,137.75  |                |
| LOC Draw 11 | 16-Jan-25 | 1,667,596.47  | 27-Mar-25      |
| LOC Draw 12 | 27-Feb-25 | 875,236.80    |                |
| LOC Draw 12 | 27-Feb-25 | 1,342,431.04  | 18-Apr-25      |
| LOC Draw 13 | 5-Mar-25  | 1,104,266.22  | 18-Apr-25      |
| LOC Draw 13 | 5-Mar-25  | 1,366,011.17  | 18-Apr-25      |
| LOC Draw 14 | 28-Apr-25 | 618,447.81    |                |
| LOC Draw 14 | 28-Apr-25 | 579,232.10    | 2-Jun-25       |
| LOC Draw 15 | 12-May-25 | 391,933.11    | 2-Jun-25       |
| LOC Draw 15 | 12-May-25 | 937,919.23    |                |
| LOC Draw 16 | 28-May-25 | 896,225.85    |                |
| LOC Draw 16 | 28-May-25 | 1,099,420.41  |                |
| LOC Draw 17 | 23-Jun-25 | 326,556.42    |                |
| LOC Draw 17 | 23-Jun-25 | 1,442,159.62  |                |

Outstanding \$ 8,795,757.04

# Airline Schedules

## Albany International Airport Airline and Direct Market Flights For the week of July 13, 2025

### AIRLINE

|           | Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
|-----------|--------|--------|---------|-----------|----------|--------|----------|
| Allegiant | 3      | 3      |         | 1         | 3        | 3      | 2        |
| American  | 16     | 16     | 15      | 16        | 16       | 16     | 13       |
| Avelo     |        | 1      |         |           |          | 1      |          |
| Breeze    | 1      | 1      |         |           | 1        | 1      |          |
| Delta     | 9      | 9      | 9       | 9         | 9        | 9      | 8        |
| Jet Blue  | 4      | 2      | 3       | 2         | 4        | 2      | 2        |
| Southwest | 11     | 12     | 12      | 12        | 12       | 12     | 12       |
| United    | 7      | 8      | 7       | 8         | 8        | 8      | 6        |
|           | 51     | 52     | 46      | 48        | 53       | 52     | 43       |

### DIRECT MARKET

|                    |    |    |    |    |    |    |    |
|--------------------|----|----|----|----|----|----|----|
| Atlanta            | 3  | 3  | 3  | 3  | 3  | 3  | 3  |
| Baltimore          | 4  | 5  | 5  | 5  | 5  | 5  | 4  |
| Charleston         |    | 1  |    |    |    | 1  |    |
| Charlotte          | 4  | 3  | 3  | 3  | 3  | 3  | 4  |
| Chicago-Midway     | 2  | 3  | 3  | 3  | 3  | 3  | 2  |
| Chicago-O'Hare     | 6  | 7  | 6  | 7  | 7  | 7  | 5  |
| Dallas/Ft. Worth   | 1  | 1  | 1  | 1  | 1  | 1  | 1  |
| Denver             | 1  | 1  | 1  | 1  | 1  | 1  | 1  |
| Detroit            | 4  | 4  | 4  | 4  | 4  | 4  | 4  |
| Fort Lauderdale    | 2  | 1  | 2  | 1  | 2  | 1  | 1  |
| Las Vegas          | 1  | 1  | 1  | 1  | 1  | 1  | 1  |
| Myrtle Beach       | 1  | 1  |    |    |    | 1  | 1  |
| Nashville          | 1  | 2  | 1  | 1  | 1  | 2  | 1  |
| New York LaGuardia | 2  | 2  | 2  | 2  | 2  | 2  | 1  |
| Orlando            | 4  | 2  | 2  | 2  | 4  | 2  | 3  |
| Orlando/Sanford    | 1  |    |    |    | 1  |    |    |
| Philadelphia       | 5  | 5  | 4  | 5  | 5  | 5  | 4  |
| Punta Gorda        | 1  |    |    |    | 1  |    |    |
| Raleigh Durham     | 1  | 1  |    |    | 1  | 1  |    |
| St. Petersburg     |    | 1  |    | 1  |    | 1  |    |
| Tampa              |    |    |    |    |    |    | 2  |
| Washington/Dulles  | 4  | 4  | 4  | 4  | 4  | 4  | 3  |
| Washington/Reagan  | 3  | 4  | 4  | 4  | 4  | 4  | 2  |
|                    | 51 | 52 | 46 | 48 | 53 | 52 | 43 |



## **Status of Airline Use & Lease Agreement Renewal for January 1, 2026:**

- May 22, ALB Use & Lease Kickoff Meeting w Signatory Airlines
- Jun 27, ALB Use & Lease Second Meeting
- Jul 25, ALB Use & Lease Third Meeting
- Aug 26, ALB Use & Lease Fourth Meeting, w 2025 Rates & Charges
- Sep 23, ALB Use & Lease Fifth Meeting, w 2025 Rates & Charges
- Oct 16, ALB Use & Lease Sixth Meeting
- Nov 20, ALB Use & Lease Seventh Meeting
- Dec 18, ALB Use & Lease Eighth Meeting
- February 27, 2025 Meeting to discuss redline version of agreement
- March 11, 2025 Internal meeting to discuss airline requested changes
- Meeting to discuss redline version of agreement after airline suggested changes were made – Date TBD. Draft agreement on July board meeting agenda.

# Thank You!

---

*Monthly Financial Report*



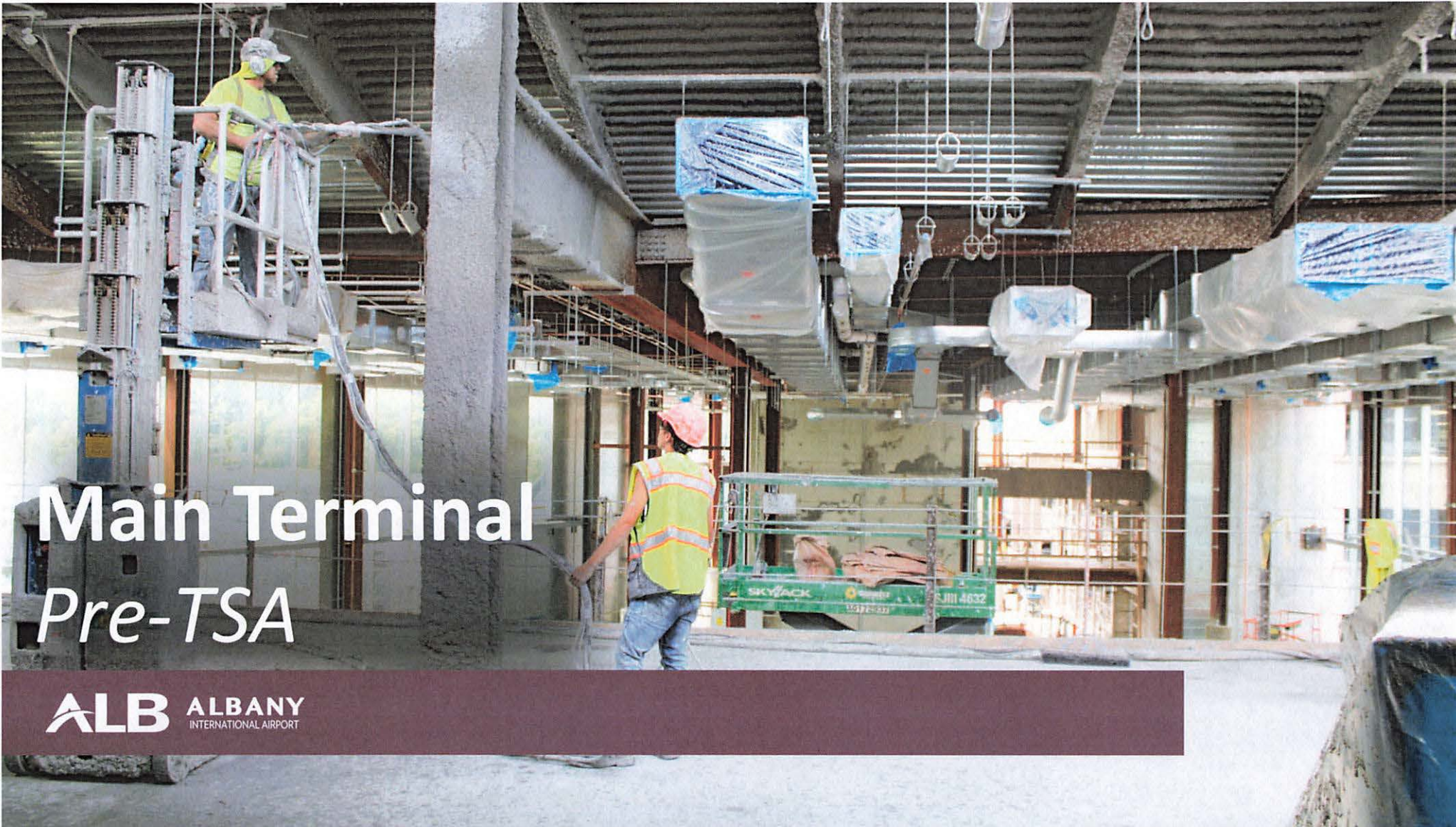


A photograph of two construction workers in safety gear standing on an orange aerial lift platform. They are positioned against a building facade that features a grid of large, light-blue panels. Above the workers, a series of yellow triangular flags are strung across the scene. The background shows a clear blue sky.

# Project Development

**ALB** ALBANY  
INTERNATIONAL AIRPORT





# Main Terminal

## *Pre-TSA*

**ALB** ALBANY  
INTERNATIONAL AIRPORT





# Main Terminal *Fire Proofing*

**ALB** ALBANY  
INTERNATIONAL AIRPORT



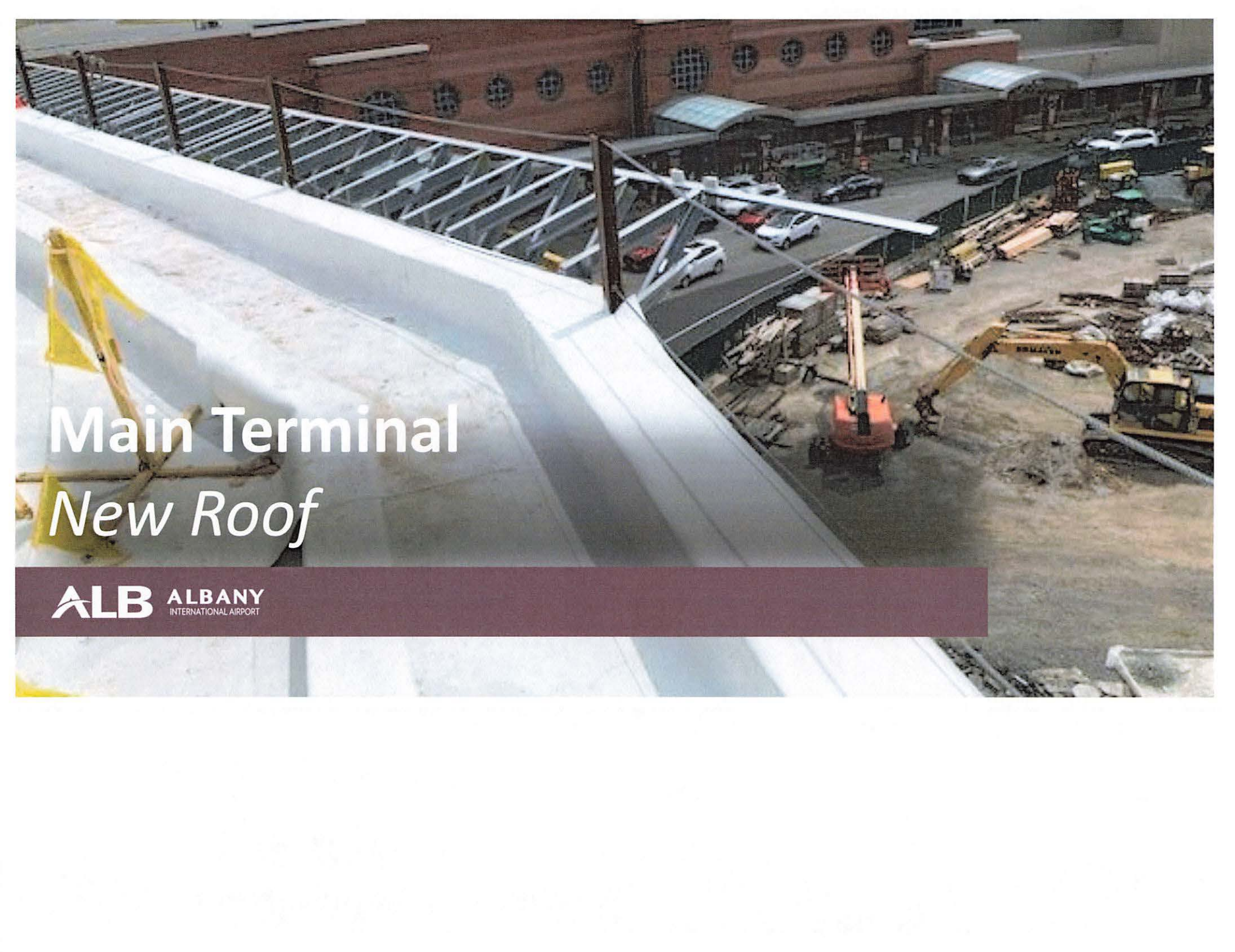


# Main Terminal

## *Fire Proofing*

**ALB** ALBANY  
INTERNATIONAL AIRPORT

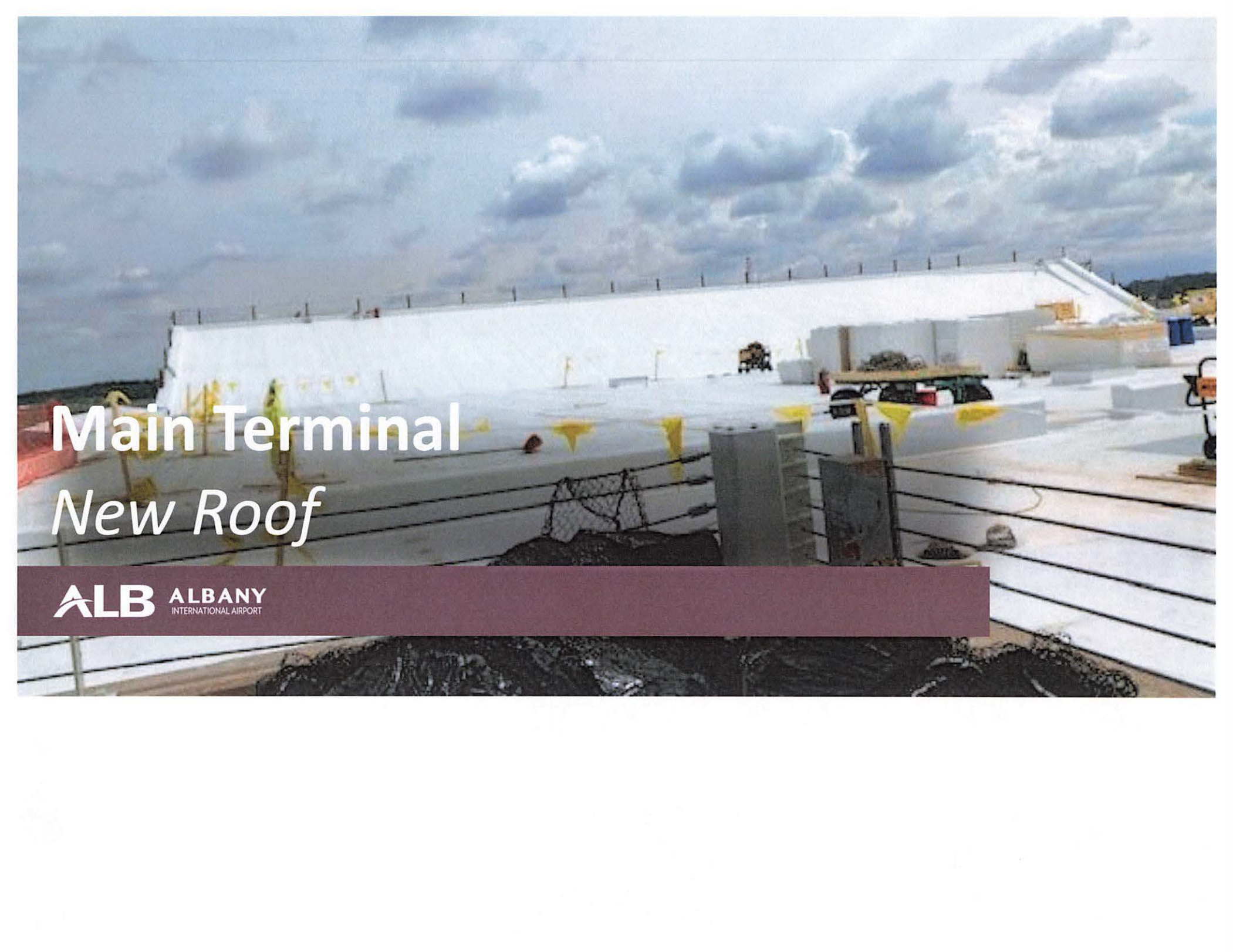




# Main Terminal *New Roof*

**ALB** ALBANY  
INTERNATIONAL AIRPORT

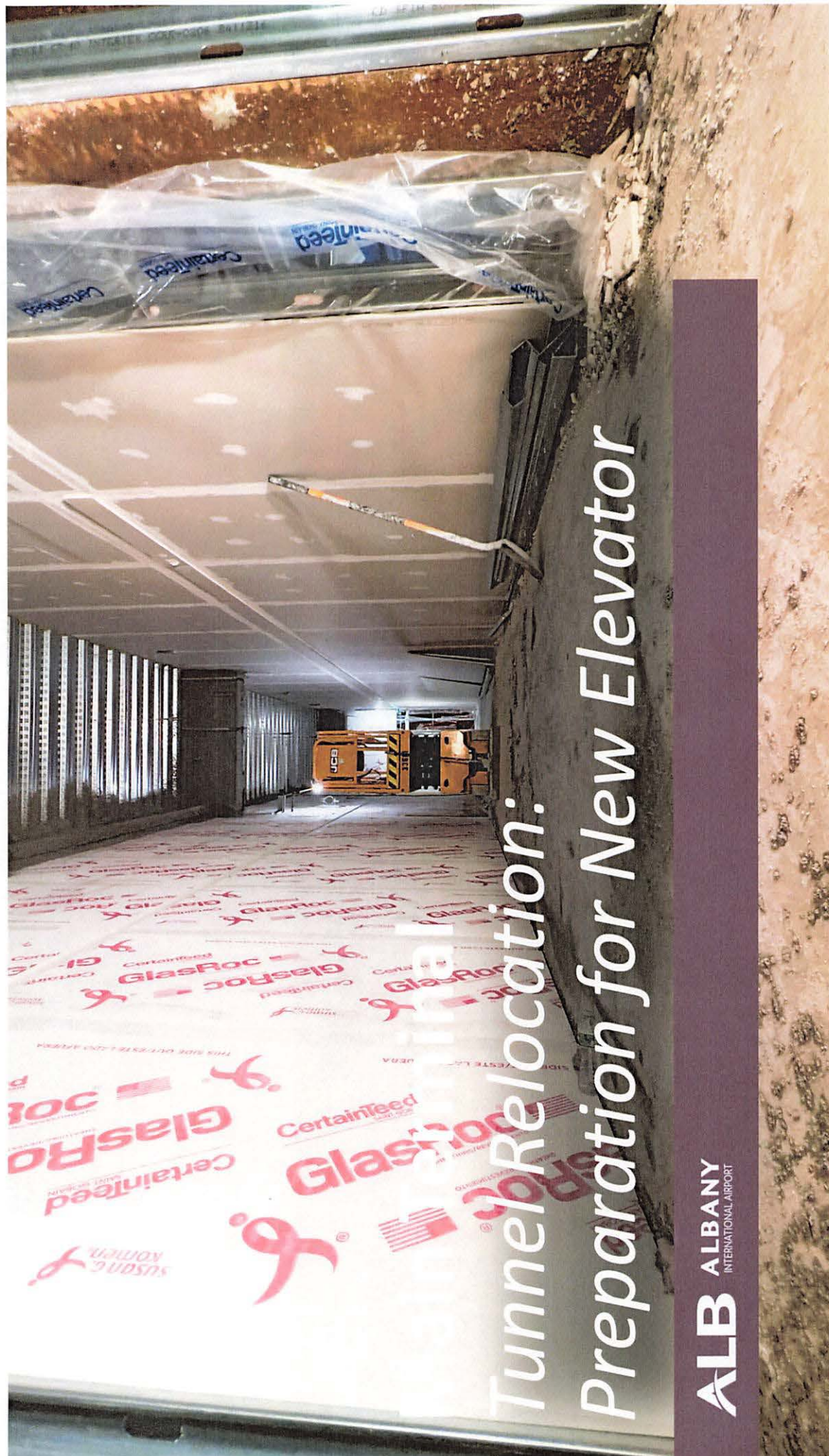




# Main Terminal *New Roof*

**ALB** ALBANY  
INTERNATIONAL AIRPORT





# Tunnel Relocation: Preparation for New Elevator

**ALB** ALBANY  
INTERNATIONAL AIRPORT

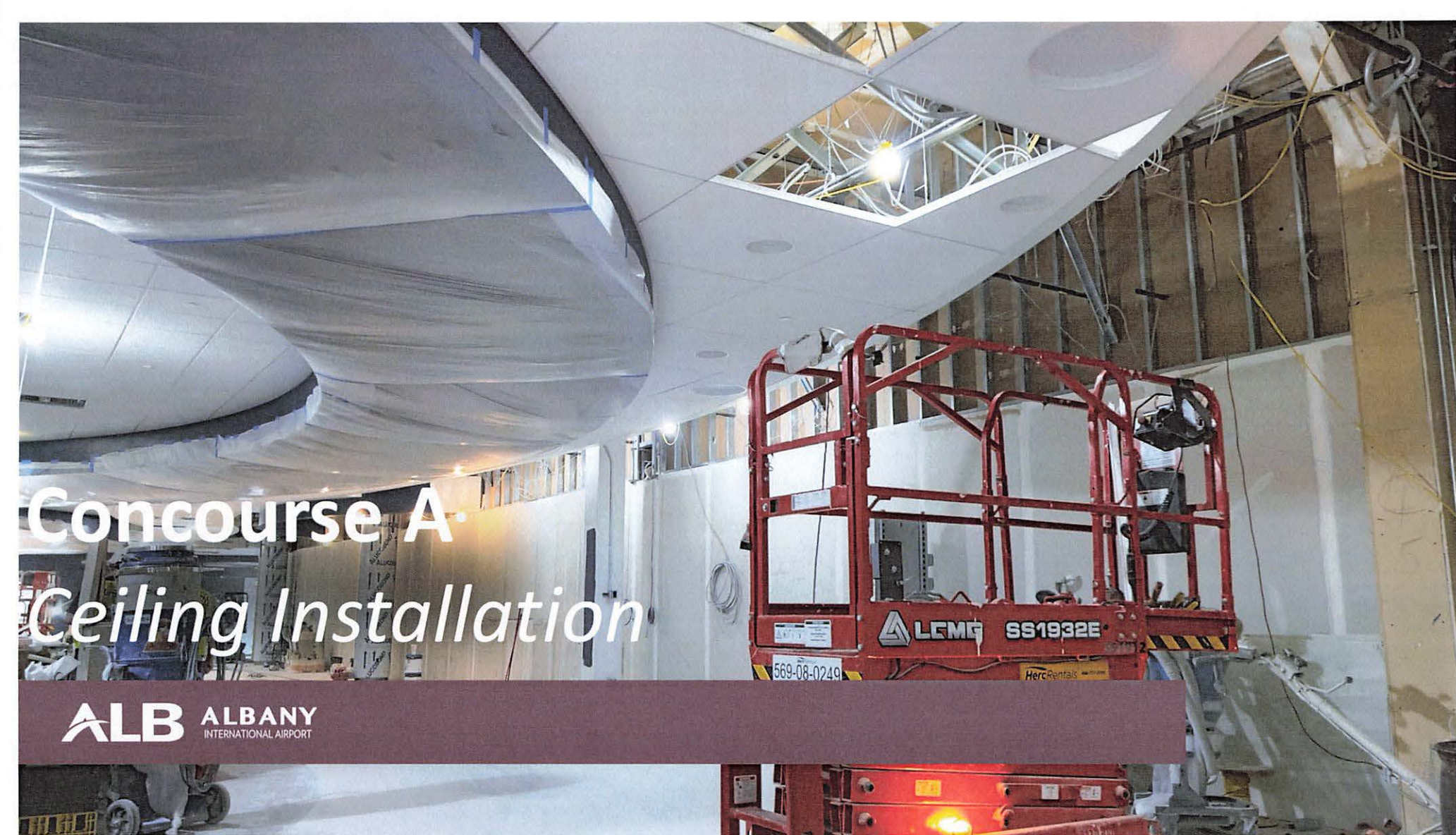




# Concourse A Rehabilitation

**ALB** ALBANY  
INTERNATIONAL AIRPORT

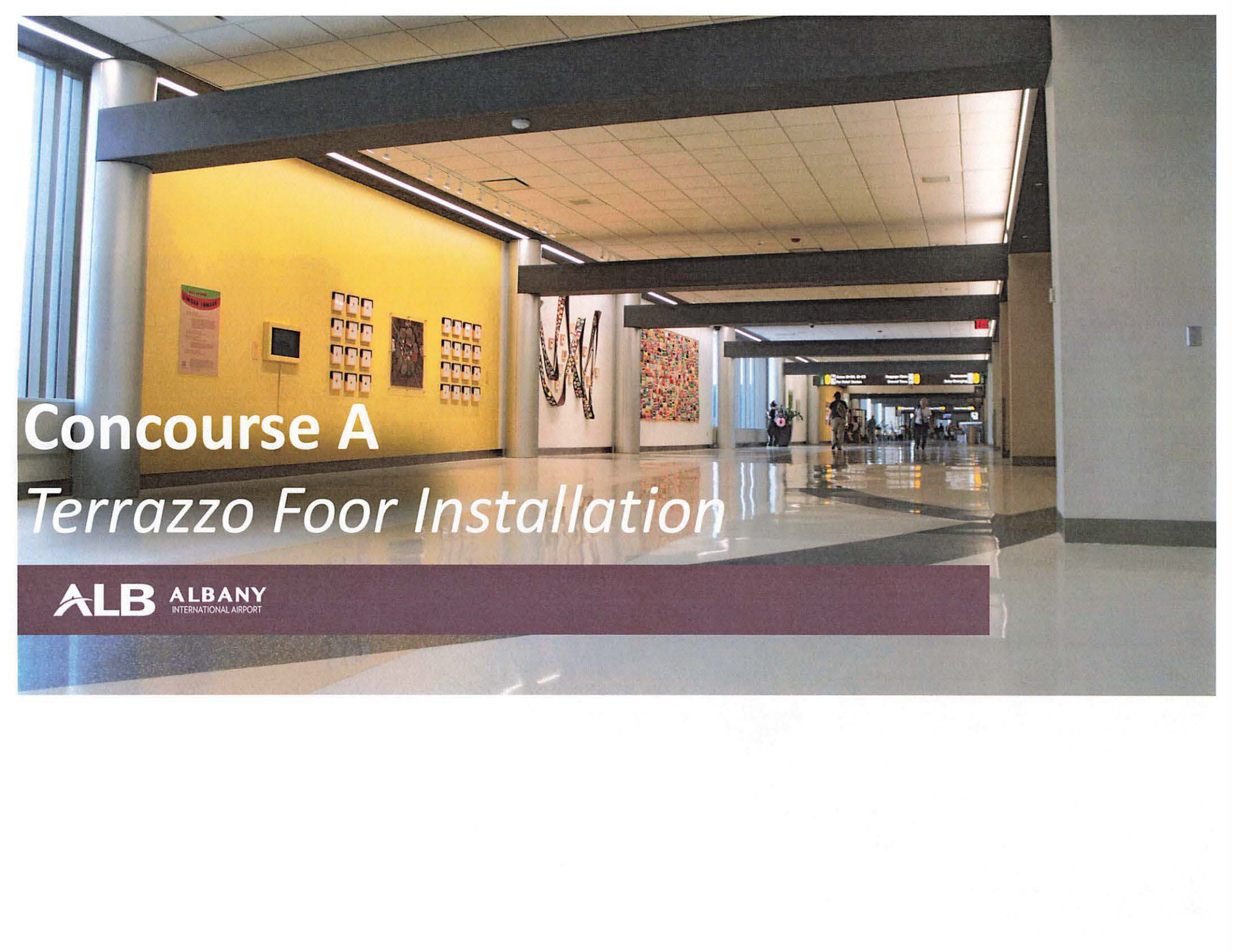




# Concourse A Ceiling Installation

**ALB** ALBANY  
INTERNATIONAL AIRPORT

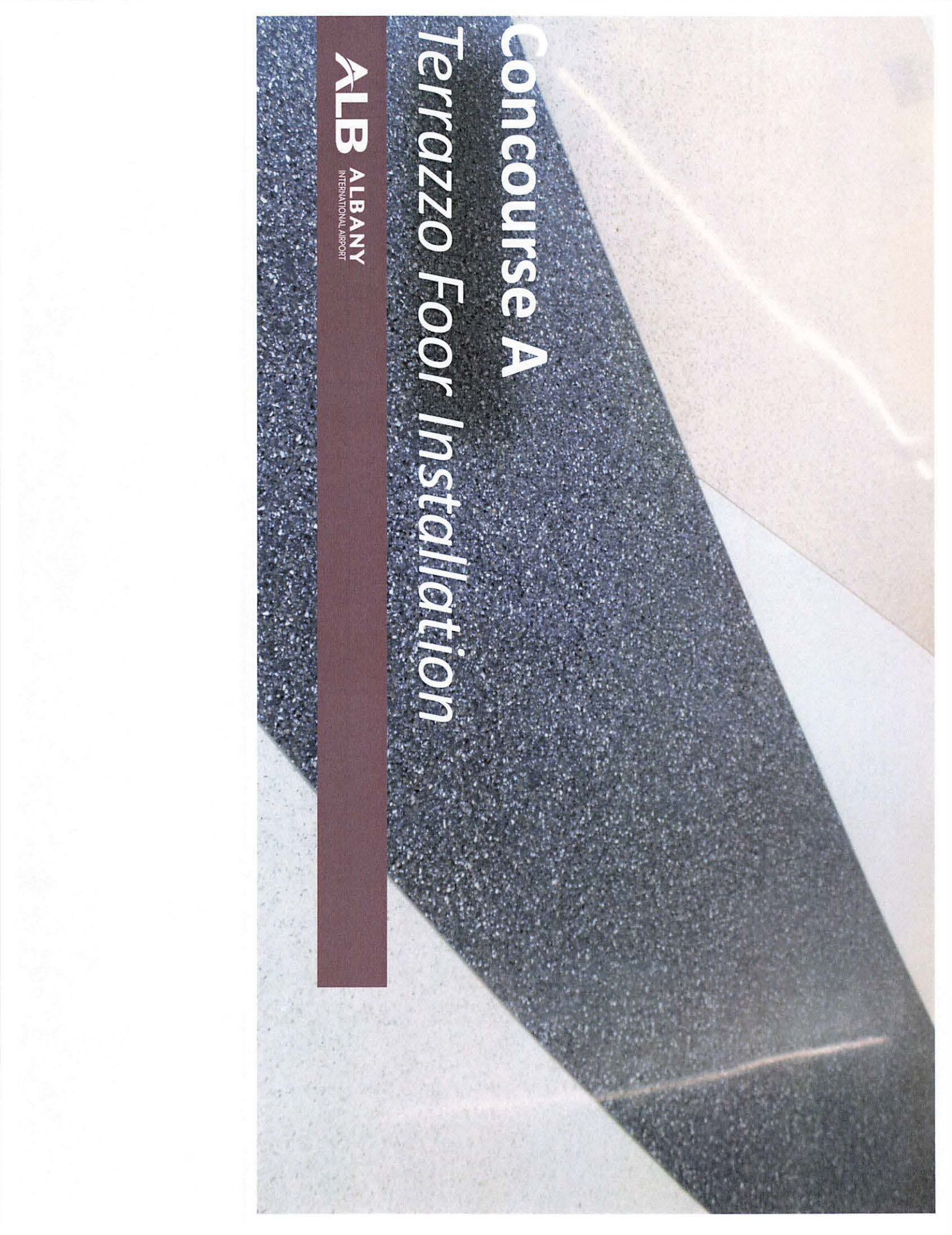




# Concourse A *Terrazzo Floor Installation*

**ALB** ALBANY  
INTERNATIONAL AIRPORT





# Concourse A

## *Terrazzo Floor Installation*

**ALB** ALBANY  
INTERNATIONAL AIRPORT

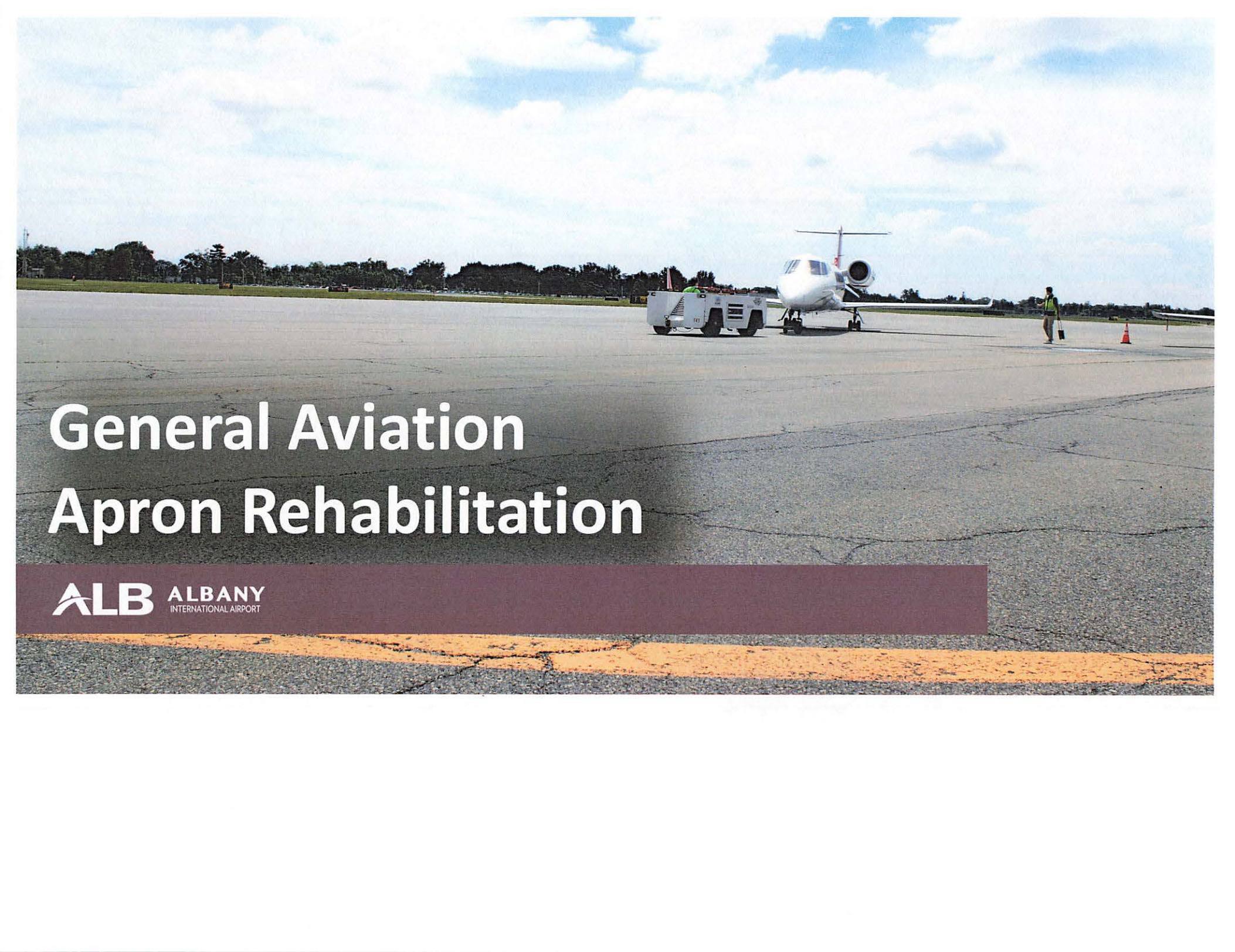




# Runway 1/19 & South Perimeter Road

**ALB** ALBANY  
INTERNATIONAL AIRPORT





# General Aviation Apron Rehabilitation

**ALB** ALBANY  
INTERNATIONAL AIRPORT





# Jet Bridges A6 & B6 Replacement

**ALB** ALBANY  
INTERNATIONAL AIRPORT





# Jet Bridges A6 & B6 Replacement

**ALB** ALBANY  
INTERNATIONAL AIRPORT





# Fuel Farm Upgrades

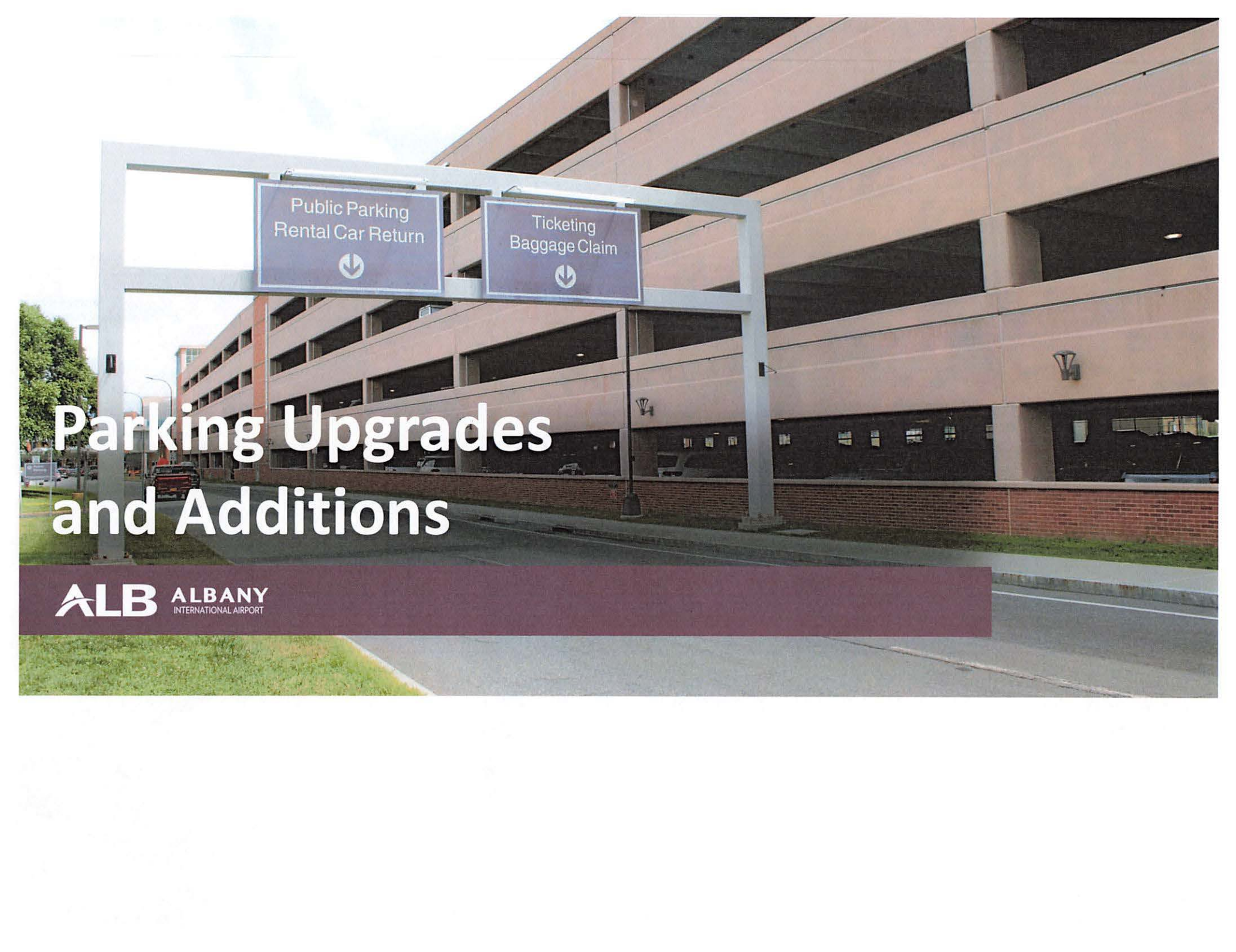
**ALB** ALBANY  
INTERNATIONAL AIRPORT





# Albany Shaker & Terminal Road Signal Replacement





# Parking Upgrades and Additions

**ALB** ALBANY  
INTERNATIONAL AIRPORT



A photograph of an elevator entrance. On the left wall, there is a framed poster for the 'ART & CULTURE PROGRAM 25 YEARS' featuring various artworks. To the right of the poster is the elevator door. Further right, on the wall, are the elevator controls, including a call button, a display, and a button panel. A white sign with a diagram and the number '1' is posted next to the controls. The floor is a light-colored carpet.

# Elevators 9, 10, & 11 Replacement

**ALB** ALBANY  
INTERNATIONAL AIRPORT

**CONCESSIONS  
AND  
AMBASSADOR  
PROGRAM**

July 2025

**ALB**  
**ALBANY**  
INTERNATIONAL AIRPORT









### 4th of July Travel

- WRGB
- WTEN
- WNYT
- Spectrum
- Troy Record
- Times Union
- WGY
- Spectrum News

### “Juice Jacking”

- Spectrum News

### Million Air Albany Offering SAF

- Aviation International News (AIN)
- Business Airport Internatioanl

### TSA Ends “No Shoes” Policy

- Times Union
- Spectrum News
- WRGB
- WAMC
- Townsquare Media



## Facebook

**Followers**

Total: 18,354  
Change: +1,817

**Reach**

3,565,143

**Page Visits**

90,970

**Interactions**

33,962

## Instagram

**Followers**

Total: 2,420  
Change: +234

**Reach**

30,449

**Page Visits**

3,459

**Interactions**

7,140

## LinkedIn

**Followers**

Total: 1,373  
Change: +137

**Reach**

16,387

**Page Visits**

822

**Interactions**

4,814

## Combined

**Followers**

Total: 22,147  
Change: +2,186

**Reach**

3,611,979

**Page Visits**

95,251

**Interactions**

45,916



## January - March 2025

- 1) **Boeing 757 at ALB - 1/27/2025**  
414,606 Views | 1,535 Interactions
- 2) **Breeze Announcement - 2/5/2025**  
360,076 Views | 1,087 Interactions
- 3) **Boston Sports Plane - 1/27/2025**  
313,870 Views | 3,387 Interactions
- 4) **First Sarasota Flight - 2/15/2025**  
254,979 Views | 573 Interactions
- 5) **Uncommon Grounds Teaser - 2/3/2025**  
200,736 Views | 1,068 Interactions

## April - June 2025

- 1) **Breeze Launch Photos - 6/5/2025**  
348,751 Views | 1,657 Interactions
- 2) **777 European Charter - 6/25/2025**  
211,532 Views | 1,549 Interactions
- 3) **Albany Shaker Rd. Traffic - 6/12/2025**  
188,829 Views | 254 Interactions
- 4) **Breeze Launch Video - 6/25/2025**  
48,377 Views | 367 Interactions
- 5) **First SW Flight to Nashville - 4/23/2025**  
42,156 Views | 454 Interactions



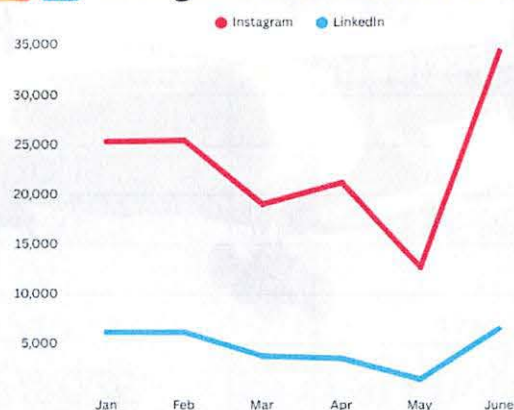
### 1) Facebook Rebounds

**f** Facebook Views



### 2) Other Channels Grow

**ig in** Instagram & LinkedIn Views



### 3) Followers Love New Routes & Unique Planes

- ALB's 8 most-viewed Facebook posts of all time were all in first half of 2025
- Nearly all focused on unique aircraft and new routes and airlines flying out of ALB

# ART & CULTURE PROGRAM

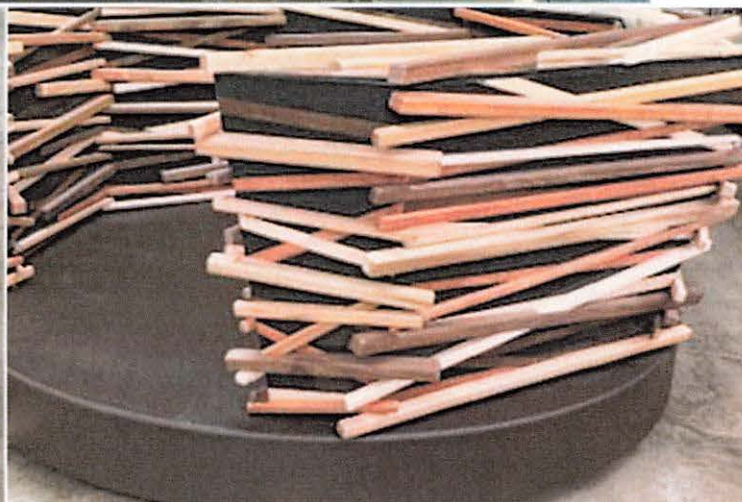
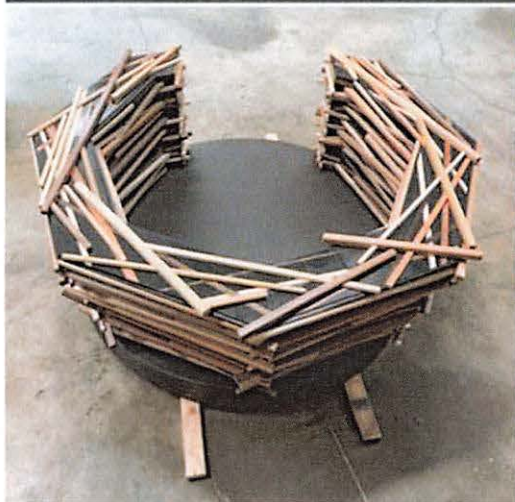
ALBANY INTERNATIONAL AIRPORT

**25 YEARS** OF MAKING  
ART PUBLIC

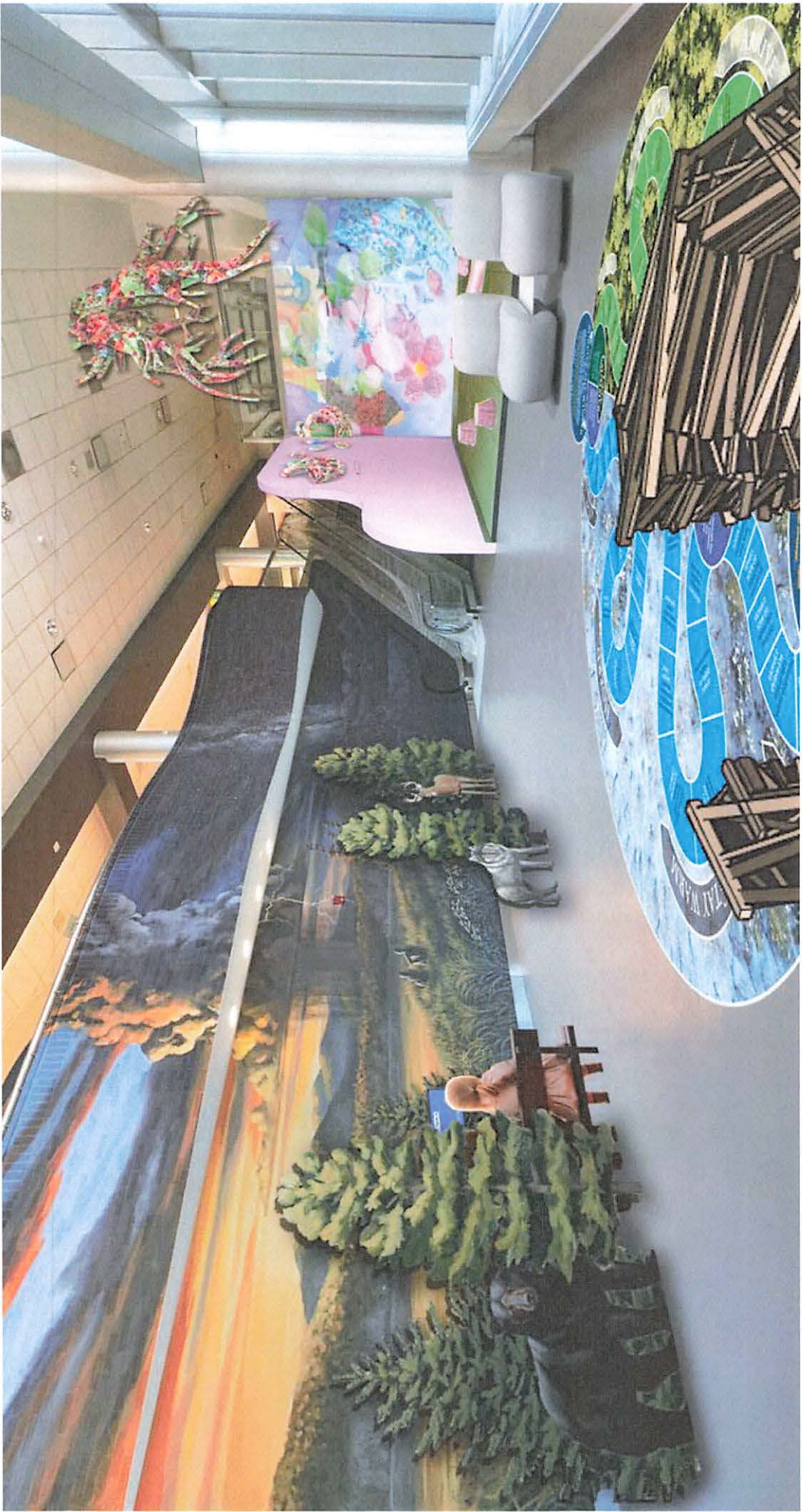


# ADIRONDACK IMAGINARIUM

Family Play Space









## *Apple of Your Eye*





A front-facing view of a large cargo aircraft, likely a Boeing 747, painted in a bright yellow and orange livery. The aircraft is positioned on a runway or taxiway, with its four engines and landing gear clearly visible. The background shows a clear blue sky and a line of green trees. The title text is overlaid on the left side of the image.

# Planning And Strategy

**ALB** ALBANY  
INTERNATIONAL AIRPORT



**ACTION  
ITEMS**

July 2025



A photograph of the Albany International Airport entrance at night. The entrance is a large, dark structure with two arched sections on either side, each containing multiple parallel blue neon lights. The words "ALBANY" and "AIRPORT" are illuminated in white, with "International" in a smaller font between them. The background shows a dark landscape with some distant lights and a clear night sky.

ALBANY

International

AIRPORT

July 2025

**ALB** ALBANY  
INTERNATIONAL AIRPORT



## **AGENDA ITEM NO. 3**

### **Communications and Report of Chief Executive Officer**

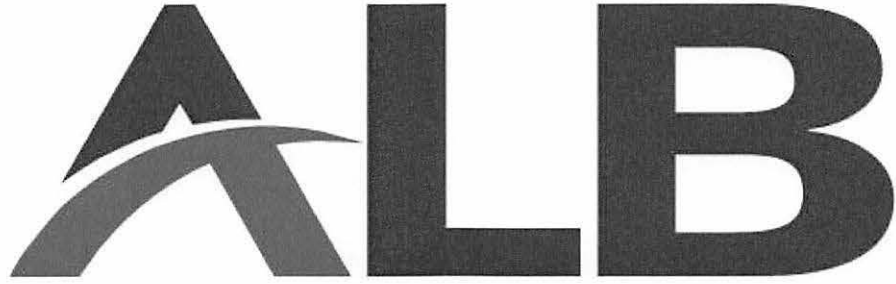
## **AGENDA ITEM NO. 4**

**Chief Operating Officer**



## **AGENDA ITEM NO. 5**

**Chief Financial Officer**



**Albany County Airport Authority**

**Monthly Financial Report**

**As of June 30, 2025**





## June 2025 Financial Performance

### INTRODUCTION

The attached report includes the Airport's June 2025 statistical highlights, financial information, and operating information. 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 June 2025. The financial information presented herewith is prepared on the Albany County Airport Authority's budgetary basis of accounting. The information provided in this report does not include a forecast of the effects of the final settlement based upon the calculation provided for in the Airport Use and Lease Agreement, which expires December 31, 2025, or make any provision for accrual of funds owed to or from the Signatory Airlines. *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.* This report is divided into the following sections: Statistical Information, Financial Information, Airline Rates & Charges, Airport Revenues, Combined Management Expenses, Other Revenues and Expenses, Airline Incentives, Million Air FBO Operations, Line of Credit, Federal (FAA) & State Grants and Employee Counts.

### STATISTICAL INFORMATION

Below are the key performance indicators for ALB through June 30:

|                        |               | 2025 Budget | 2025 Actual | Budget<br>Variance | 2024 Actual | % Actual 2025<br>vs. 2024 |
|------------------------|---------------|-------------|-------------|--------------------|-------------|---------------------------|
| Enplanements           | Current Month | 125,567     | 134,902     | 7.4%               | 126,907     | 6.3%                      |
|                        | Year-to-Date  | 690,394     | 739,339     | 7.1%               | 701,171     | 5.4%                      |
| Aircraft Seats         | Current Month |             | 165,532     |                    | 154,733     | 7.0%                      |
|                        | Year-to-Date  |             | 937,771     |                    | 837,201     | 12.0%                     |
| Load Factor            | Current Month |             | 81%         |                    | 82%         | -0.6%                     |
|                        | Year-to-Date  |             | 79%         |                    | 84%         | -5.9%                     |
| Aircraft Operations    | Current Month | 4,793       | 5,166       | 7.8%               | 5,114       | 1.0%                      |
|                        | Year-to-Date  | 25,648      | 27,169      | 5.9%               | 25,925      | 4.8%                      |
| Landed Weight (1,000#) | Current Month | 152,974     | 154,024     | 0.7%               | 143,770     | 7.1%                      |
|                        | Year-to-Date  | 857,592     | 864,344     | 0.8%               | 775,109     | 11.5%                     |
| Cargo & Mail (Tons)    | Current Month | 1,780       | 1,381       | -22.4%             | 1,512       | -8.7%                     |
|                        | Year-to-Date  | 9,902       | 8,562       | -13.5%             | 9,013       | -5.0%                     |

## FINANCIAL INFORMATION

The change in unrestricted working capital has improved by \$5,234,763 January 1, 2025. Total unrestricted cash as of June 30, 2025 is \$37,806,470, an increase of \$1,552,061 since the beginning of 2025.

|                                   | 6/30/2025            | 12/31/2024           | Change              |
|-----------------------------------|----------------------|----------------------|---------------------|
| Cash                              | \$ 37,806,470        | \$ 36,254,409        | \$ 1,552,061        |
| Accounts Receivable               | 3,754,104            | 5,001,083            | (1,246,979)         |
| Prepaid Expenses                  | 660,371              | 709,984              | (49,613)            |
| Unrestricted Assets               | 42,220,945           | 41,965,476           | 255,469             |
| Payables from Unrestricted Assets | (4,687,165)          | (9,666,459)          | 4,979,294           |
| Unrestricted Working Capital      | <u>\$ 37,533,780</u> | <u>\$ 32,299,017</u> | <u>\$ 5,234,763</u> |

The summary of Revenues, Expenses and Net Results shows YTD 2025 results compared to the 2025 budgeted amounts and 2024 actual amounts. The summary shows the YTD net operating results for 2025 are more than the amount budgeted by \$5,758,215. These YTD results do not reflect the adjustments for year-end settlement or reflect other year-end adjustments for 2025 which affect the revenue sharing with the airlines.

|                                        | 2025<br>YTD Budget  | 2025<br>YTD Actual  | 2024<br>YTD Actual  | Prior Year<br>Variance |
|----------------------------------------|---------------------|---------------------|---------------------|------------------------|
| Airport revenues                       | \$ 27,621,628       | \$ 31,210,804       | \$ 26,837,562       | 4,373,242              |
| FBO revenues less cost of sales        | 674,073             | 1,183,370           | 1,111,546           | 71,824                 |
| Total operating expenses               | (21,863,794)        | (20,623,192)        | (19,290,395)        | (1,332,797)            |
| Operating results                      | 6,431,907           | 11,770,982          | 8,658,713           | 3,112,269              |
| Other revenue and (expenses), net      | (2,333,839)         | (1,914,699)         | (1,534,545)         | (380,154)              |
| Net results                            | <u>\$ 4,098,068</u> | <u>\$ 9,856,283</u> | <u>\$ 7,124,168</u> |                        |
| Net variances: (2025 Actual to Budget) |                     | <u>\$ 5,758,215</u> |                     |                        |
| (2025 Actual to 2024 Actual)           |                     |                     |                     | <u>\$ 2,732,115</u>    |

Under the revenue sharing formula, the net revenues or deficiency at year-end are split fifty (50) percent to the signatory airlines and fifty (50) percent to the Authority, subject to certain limitations which require the airlines to ensure the Authority's net revenues are not less than 125 percent of its annual debt service requirement.

The summary information above does not reflect the effect of allocating all budget variances in accordance with the Airport Use and Lease Agreement or the potential assessment of charges to meet debt service coverage requirements, and accordingly, does not reflect the amount of an accumulated potential year-end settlement with the signatory airlines.

## AIRLINE RATES AND CHARGES

Airline Rates and Charges shown for 2025 are based on the adopted budget and are calculated using the formulas incorporated into the Airline Use and Lease Agreement. Final 2024 rates will be calculated in the final settlement and revenue sharing report. The signatory airlines will be billed or credited for their share of any final variance and the Authority will fund its share of any negative variance from its reserves.



## AIRPORT REVENUES

AIRPORT REVENUES for YTD 2025 are \$31,210,804 and are \$3,589,175 more than the \$27,621,629 budget to date. The main contributor to the increase is parking revenues of \$2,453,904.

FBO NET OPERATING REVENUES (revenues less cost of sales) for YTD 2025 are \$3,865,945 and are \$339,829 greater than the \$3,526,116 YTD budget. This is due to glycol revenues being higher than budget and expenses are lower than budget.

PUBLIC PARKING REVENUES for YTD 2025 total \$12,330,560 compared to \$9,426,099 in YTD 2024, a 33.1% increase and are \$2,453,904 higher than budgeted. Parking revenue per passenger increased from \$13.44 in YTD 2024 to \$16.68 in YTD 2025. This is due to the parking rate increase that was effective on January 1, 2025.

RENTAL CAR REVENUES for YTD 2025 total \$2,878,996 compared to \$2,722,151 in YTD 2024 and are \$339,324 more than budget. Rental car revenue per passenger increased to \$3.89 in YTD 2025 from \$3.88 in YTD 2024.

FOOD AND BEVERAGE REVENUES for YTD 2025 total \$758,045 compared to \$683,256 in YTD 2024 and are \$70,302 more than budget. Revenue per passenger was \$1.03 in YTD 2025, which is an increase from \$0.97 in YTD 2024

RETAIL REVENUES for YTD 2025 total \$519,843 compared to \$473,852 in YTD 2024 and are \$80,090 more than budgeted. Revenue per passenger was \$0.70 in YTD 2025 compared to \$0.68 in YTD 2024.

|                   |               | 2025 Budget  | 2025 Actual   | Budget<br>Variance | 2024 Actual  | % Actual 2025<br>vs. 2024 |
|-------------------|---------------|--------------|---------------|--------------------|--------------|---------------------------|
| Parking           | Current Month | \$ 1,347,286 | \$ 1,714,571  | 27.3%              | \$ 1,288,536 | 33.1%                     |
|                   | Year-to-Date  | \$ 9,876,655 | \$ 12,330,560 | 24.8%              | \$ 9,426,099 | 30.8%                     |
|                   | YTD Rev/Enp   | \$ 14.31     | \$ 16.68      | 16.6%              | \$ 13.44     | 24.1%                     |
| Rental Cars       | Current Month | \$ 708,588   | \$ 874,642    | 23.4%              | \$ 774,751   | 12.9%                     |
|                   | Year-to-Date  | \$ 2,539,672 | \$ 2,878,996  | 13.4%              | \$ 2,722,151 | 5.8%                      |
|                   | YTD Rev/Enp   | \$ 3.68      | \$ 3.89       | 5.9%               | \$ 3.88      | 0.3%                      |
| Food and Beverage | Current Month | \$ 129,771   | \$ 142,686    | 10.0%              | \$ 125,500   | 13.7%                     |
|                   | Year-to-Date  | \$ 687,743   | \$ 758,045    | 10.2%              | \$ 683,256   | 10.9%                     |
|                   | YTD Rev/Enp   | \$ 1.00      | \$ 1.03       | 2.9%               | \$ 0.97      | 5.2%                      |
| Retail            | Current Month | \$ 83,626    | \$ 97,831     | 17.0%              | \$ 88,958    | 10.0%                     |
|                   | Year-to-Date  | \$ 439,753   | \$ 519,843    | 18.2%              | \$ 473,852   | 9.7%                      |
|                   | YTD Rev/Enp   | \$ 0.64      | \$ 0.70       | 10.4%              | \$ 0.68      | 4.0%                      |

## COMBINED MANAGEMENT OPERATING EXPENSES

The airports three operating centers have combined operating expense results (including FBO cost of sales) is as follows:

|             | 2025          | 2025          | Budget         | 2024          | Prior Year   |
|-------------|---------------|---------------|----------------|---------------|--------------|
|             | YTD Budget    | YTD Actual    | Variance       | YTD Actual    | Variance     |
| AvPorts     | \$ 18,752,367 | \$ 17,585,062 | \$ (1,167,305) | \$ 16,295,673 | \$ 1,289,389 |
| Million Air | 5,771,173     | 4,759,081     | (1,012,092)    | 5,250,212     | (491,131)    |
| Authority   | 3,111,427     | 3,038,130     | (73,297)       | 2,994,722     | 43,408       |
| Total       | \$ 27,634,967 | \$ 25,382,273 | \$ (2,252,694) | \$ 24,540,607 | \$ 841,666   |
| Variance    |               |               | -8.2%          |               | 3.4%         |

## OTHER REVENUES AND EXPENSES

Other revenues and expenses when netted together for YTD 2025 are \$419,140 more than budgeted mainly due to 1) interest earnings that were \$315,095 more than budgeted and 2) the line of credit expense that was \$151,676 less than budgeted.

## AIRLINE INCENTIVES

Airline incentives paid to new entrant carriers or for new route services for YTD through June was \$273,777 compared to \$210,233 for YTD 2024.

## MILLION AIR FBO OPERATIONS

The commercial and retail YTD revenues and cost of sales results are as follows:

|                                   | 2025         | 2025         | Budget       | 2024         | Prior Year   |
|-----------------------------------|--------------|--------------|--------------|--------------|--------------|
|                                   | YTD Budget   | YTD Actual   | Variance     | YTD Actual   | Variance     |
| Revenues                          | \$ 6,445,253 | \$ 5,942,451 | \$ (502,802) | \$ 6,361,758 | \$ (419,307) |
| Cost of Sales                     | (2,919,136)  | (2,076,506)  | 842,630      | (2,800,209)  | 723,703      |
| Net results before O & M Expenses | \$ 3,526,117 | \$ 3,865,945 | \$ 339,828   | \$ 3,561,549 | \$ 304,396   |
|                                   |              |              | 9.6%         |              | 8.5%         |

2025 YTD Net Results before YTD Operating and Maintenance expenses were \$3,865,945, \$339,328 more than budgeted and \$304,396 more than YTD 2024. Revenue from deicing services and hangar rental were the most significant variance from the budget amounts.

Operating expenses, not including the cost of retail sales, for YTD 2025 were \$169,462 less than budgeted. A statement of FBO Results is included.



|                            |               | 2025 Budget | 2025 Actual | Budget<br>Variance | 2024 Actual | % Actual 2025<br>vs. 2024 |
|----------------------------|---------------|-------------|-------------|--------------------|-------------|---------------------------|
| Jet A                      | Current Month | 96,100      | 146,506     | 52.5%              | 144,352     | 1.5%                      |
|                            | Year-to-Date  | 466,818     | 624,156     | 33.7%              | 599,937     | 4.0%                      |
| AvGas                      | Current Month | 7,529       | 9,342       | 24.1%              | 9,302       | 0.4%                      |
|                            | Year-to-Date  | 29,571      | 33,114      | 12.0%              | 37,337      | -11.3%                    |
| Deicing Gallons Sprayed    | Current Month | -           | -           | 0.0%               | -           | 0.0%                      |
|                            | Year-to-Date  | 37,867      | 37,218      | -1.7%              | 51,582      | -27.8%                    |
| Deicing Gallons Consortium | Current Month | -           | -           | 0.0%               | -           | 0.0%                      |
|                            | Year-to-Date  | 40,871      | 48,128      | 17.8%              | 49,880      | -3.5%                     |

## LINE OF CREDIT

On February 28, 2024 the Authority closed on a \$30 million line of credit with M&T Bank to provide cash to help fund Authority payments on the terminal connector project until the reimbursements from the NYS DOT and FAA are received. Below is the activity on the line of credit:

|             | Draw Date | Amount        | Repayment<br>Date | Partial<br>Repayment<br>Amount | Partial<br>Repayment<br>Date | Current<br>LOC<br>Balance |
|-------------|-----------|---------------|-------------------|--------------------------------|------------------------------|---------------------------|
| LOC Draw 01 | 8-Mar-24  | \$ 984,381.73 | 12-Aug-24         |                                |                              |                           |
| LOC Draw 02 | 8-Mar-24  | 761,816.97    | 2-Apr-24          |                                |                              |                           |
| LOC Draw 03 | 20-Mar-24 | 959,655.24    | 8-Apr-24          |                                |                              |                           |
| LOC Draw 04 | 9-May-24  | 2,152,308.12  | 1-Jul-24          |                                |                              |                           |
| LOC Draw 05 | 9-May-24  | 1,285,737.86  | 1-Jul-24          |                                |                              |                           |
| LOC Draw 06 | 14-Jun-24 | 2,586,897.15  | 2-Oct-24          |                                |                              |                           |
| LOC Draw 07 | 14-Jun-24 | 2,337,750.23  | 2-Oct-24          |                                |                              |                           |
| LOC Draw 08 | 22-Aug-24 | 4,055,372.75  | 16-Oct-24         |                                |                              |                           |
| LOC Draw 09 | 15-Nov-24 | 3,159,332.20  | 10-Jan-25         |                                |                              |                           |
| LOC Draw 10 | 23-Dec-24 | 1,554,653.15  |                   | 293,829.45                     | 15-Jul-25                    | 1,260,823.70              |
| LOC Draw 11 | 16-Jan-25 | 1,045,137.75  |                   | 197,531.03                     | 15-Jul-25                    | 847,606.72                |
| LOC Draw 11 | 16-Jan-25 | 1,667,596.47  | 27-Mar-25         |                                |                              |                           |
| LOC Draw 12 | 27-Feb-25 | 875,236.80    |                   | 165,419.76                     | 15-Jul-25                    | 709,817.04                |
| LOC Draw 12 | 27-Feb-25 | 1,342,431.04  | 18-Apr-25         |                                |                              |                           |
| LOC Draw 13 | 5-Mar-25  | 1,104,266.22  | 18-Apr-25         |                                |                              |                           |
| LOC Draw 13 | 5-Mar-25  | 1,366,011.17  | 18-Apr-25         |                                |                              |                           |
| LOC Draw 14 | 28-Apr-25 | 618,447.81    |                   | 116,886.64                     | 15-Jul-25                    | 501,561.17                |
| LOC Draw 14 | 28-Apr-25 | 579,232.10    | 2-Jun-25          |                                |                              |                           |
| LOC Draw 15 | 12-May-25 | 391,933.11    | 2-Jun-25          |                                |                              |                           |
| LOC Draw 15 | 12-May-25 | 937,919.23    |                   | 177,266.73                     | 15-Jul-25                    | 760,652.50                |
| LOC Draw 16 | 28-May-25 | 896,225.85    | 15-Jul-25         | 896,225.85                     | 15-Jul-25                    |                           |
| LOC Draw 16 | 28-May-25 | 1,099,420.41  |                   |                                |                              | 1,099,420.41              |
| LOC Draw 17 | 23-Jun-25 | 326,556.42    |                   |                                |                              | 326,556.42                |
| LOC Draw 17 | 23-Jun-25 | 1,442,159.62  |                   |                                |                              | 1,442,159.62              |
| Outstanding |           |               |                   |                                |                              | <u>\$ 6,948,597.58</u>    |

The line of credit renewed on February 28, 2025 with a two year term expiring on February 28, 2027.

## FEDERAL (FAA) & NYS DOT GRANTS

The Authority accepts various FAA and NYS DOT grants to fund capital improvements at the Airport. Below is the status of the current grants as of June 30, 2025:

| FAA Grants:                            | FAA Grant # | Grant Amount  | Balance       |
|----------------------------------------|-------------|---------------|---------------|
| Conduct an Airport Master Plan Study   | 141-2020    | \$ 751,154    | \$ -          |
| Acquire Snow Removal Equipment         | 147-2021    | \$ 1,537,635  | \$ 582,999    |
| American Rescue Plan Act (ARPA)        | 148-2022    | \$ 12,113,224 | \$ 12,113,224 |
| Rehabilitate Rwy 10/28 & Taxiway C     | 150-2022    | \$ 7,144,824  | \$ 714,483    |
| Replace ATCT HVAC & Roof               | 151-2023    | \$ 2,000,000  | \$ 336,039    |
| Reconstruct Terminal A & 2 PBBs        | 152-2024    | \$ 10,600,000 | \$ 2,467,083  |
| Rehabilitate Rwy 1/19 & Perimeter Road | 153-2024    | \$ 9,326,858  | \$ 9,326,858  |

| New York State DOT Grants:             | State Grant # | Grant Amount  | Balance       |
|----------------------------------------|---------------|---------------|---------------|
| Rehabilitate Rwy 10/28 & Taxiway C     | 1A00.30       | \$ 234,696    | \$ 234,696    |
| Rehabilitate Rwy 1/19 & Perimeter Road | TBD           | \$ 518,159    | \$ 518,159    |
| Rehabilitate Elevators                 | 1A00.94       | \$ 1,612,560  | \$ 1,612,560  |
| Terminal Expansion Connector           | 1A00.95       | \$ 60,000,000 | \$ 26,134,984 |

## EMPLOYEE COUNTS

|                                    | 2025<br>Budget | Jan-25     | Feb-25     | Mar-25     | Apr-25     | May-25     | Jun-25     | Variance<br>Budget vs.<br>Jun-25 |
|------------------------------------|----------------|------------|------------|------------|------------|------------|------------|----------------------------------|
| <b>AvPorts:</b>                    |                |            |            |            |            |            |            |                                  |
| Airfield                           | 30             | 20         | 18         | 19         | 20         | 20         | 20         | 10                               |
| Terminal                           | 41             | 36         | 35         | 35         | 35         | 36         | 35         | 6                                |
| Loading Bridges                    | 3              | 3          | 3          | 3          | 3          | 3          | 3          | -                                |
| Parking                            | 33             | 26         | 27         | 25         | 25         | 24         | 24         | 10                               |
| Curbside Security                  | 3              | 4          | 4          | 4          | 4          | 4          | 4          | (1)                              |
| ARFF                               | 26             | 24         | 24         | 24         | 24         | 26         | 26         | -                                |
| Operations                         | 21             | 18         | 18         | 17         | 17         | 16         | 16         | 5                                |
| Vehicles & Equipment               | 12             | 10         | 10         | 9          | 9          | 9          | 9          | 3                                |
| Administration                     | 10             | 11         | 9          | 8          | 7          | 7          | 7          | 3                                |
| <b>Total AvPorts Positions</b>     | <b>178</b>     | <b>151</b> | <b>148</b> | <b>144</b> | <b>144</b> | <b>145</b> | <b>143</b> | <b>35</b>                        |
| <b>Million Air:</b>                |                |            |            |            |            |            |            |                                  |
| Commercial                         | 11             | 11         | 11         | 11         | 11         | 11         | 11         | -                                |
| General Aviation                   | 22             | 21         | 21         | 22         | 21         | 22         | 21         | 1                                |
| Administration                     | 5              | 4          | 4          | 4          | 4          | 4          | 4          | 1                                |
| <b>Total Million Air Positions</b> | <b>38</b>      | <b>36</b>  | <b>36</b>  | <b>37</b>  | <b>36</b>  | <b>37</b>  | <b>36</b>  | <b>2</b>                         |
| <b>Authority Positions</b>         | <b>22</b>      | <b>17</b>  | <b>17</b>  | <b>20</b>  | <b>20</b>  | <b>21</b>  | <b>21</b>  | <b>1</b>                         |
| <b>Total Positions</b>             | <b>238</b>     | <b>204</b> | <b>201</b> | <b>201</b> | <b>200</b> | <b>203</b> | <b>200</b> | <b>38</b>                        |



**Albany International Airport**  
**Airline and Direct Market Flights**  
For the week of August 17, 2025

| <u><b>AIRLINE</b></u> | <u>Sunday</u> | <u>Monday</u> | <u>Tuesday</u> | <u>Wednesday</u> | <u>Thursday</u> | <u>Friday</u> | <u>Saturday</u> |
|-----------------------|---------------|---------------|----------------|------------------|-----------------|---------------|-----------------|
| Allegiant             | 3             | 3             |                | 1                | 3               | 3             | 1               |
| American              | 17            | 16            | 13             | 15               | 17              | 16            | 14              |
| Avelo                 |               | 1             |                |                  |                 | 1             |                 |
| Breeze                | 1             | 1             |                |                  | 1               | 1             |                 |
| Delta                 | 9             | 9             | 9              | 9                | 9               | 9             | 7               |
| Jet Blue              | 4             | 3             | 4              | 3                | 4               | 3             | 3               |
| Southwest             | 13            | 12            | 10             | 10               | 12              | 12            | 11              |
| United                | 8             | 8             | 7              | 7                | 8               | 8             | 7               |
|                       | 55            | 53            | 43             | 45               | 54              | 53            | 43              |

**DIRECT MARKET**

|                    |    |    |    |    |    |    |    |
|--------------------|----|----|----|----|----|----|----|
| Atlanta            | 3  | 3  | 3  | 3  | 3  | 3  | 3  |
| Baltimore          | 5  | 5  | 5  | 5  | 5  | 5  | 4  |
| Charleston         |    | 1  |    |    |    | 1  |    |
| Charlotte          | 4  | 3  | 3  | 3  | 4  | 3  | 4  |
| Chicago-Midway     | 3  | 3  | 2  | 2  | 3  | 3  | 2  |
| Chicago-O'Hare     | 7  | 7  | 4  | 5  | 7  | 7  | 5  |
| Dallas/Ft. Worth   | 1  | 1  | 1  | 1  | 1  | 1  | 1  |
| Denver             | 1  | 1  | 1  | 1  | 1  | 1  | 1  |
| Detroit            | 4  | 4  | 4  | 4  | 4  | 4  | 3  |
| Fort Lauderdale    | 2  | 1  | 2  | 1  | 2  | 1  | 1  |
| Las Vegas          | 1  | 1  |    |    | 1  | 1  |    |
| Myrtle Beach       | 1  | 1  |    |    | 1  | 1  | 1  |
| Nashville          | 1  | 2  | 1  | 1  | 1  | 2  | 1  |
| New York LaGuardia | 2  | 2  | 2  | 2  | 2  | 2  | 1  |
| Orlando            | 4  | 3  | 3  | 3  | 3  | 3  | 4  |
| Orlando/Sanford    | 1  |    |    |    | 1  |    |    |
| Philadelphia       | 5  | 5  | 4  | 5  | 5  | 5  | 5  |
| Punta Gorda        | 1  |    |    |    | 1  |    |    |
| Raleigh Durham     | 1  | 1  |    |    | 1  | 1  |    |
| St. Petersburg     |    | 1  |    | 1  |    | 1  |    |
| Tampa              |    |    |    |    |    |    | 1  |
| Washington/Dulles  | 4  | 4  | 4  | 4  | 4  | 4  | 4  |
| Washington/Reagan  | 4  | 4  | 4  | 4  | 4  | 4  | 2  |
|                    | 55 | 53 | 43 | 45 | 54 | 53 | 43 |

# Albany County Airport Authority

## Statements of Net Position

|                                                             | Unaudited<br>June 30, 2025 | Unaudited<br>June 30, 2024 |
|-------------------------------------------------------------|----------------------------|----------------------------|
| <b><u>ASSETS</u></b>                                        |                            |                            |
| <b>CURRENT ASSETS</b>                                       |                            |                            |
| Unrestricted Assets                                         |                            |                            |
| Cash and Cash Equivalents                                   | \$ 6,484,024               | \$ 9,323,552               |
| Development Fund                                            | 31,322,446                 | 25,283,714                 |
| Accounts Receivable                                         | (311,530)                  | (892,787)                  |
| Leases                                                      | 2,483,902                  | 2,722,345                  |
| Prepaid Expenses                                            | 660,371                    | 889,093                    |
| Total Unrestricted Assets                                   | <u>40,639,213</u>          | <u>37,325,917</u>          |
| Restricted Assets                                           |                            |                            |
| Operating and Renewal Reserves                              | 9,694,144                  | 9,188,543                  |
| CFC Funds                                                   | 497,389                    | 476,381                    |
| Capital Funds                                               | 13,068,230                 | 5,782,525                  |
| PFC Funds                                                   | 8,764,795                  | 10,631,025                 |
| Revenue Bond Funds                                          | 11,282,544                 | 13,224,517                 |
| FAA Restricted Funds                                        | 225,400                    | 215,880                    |
| Concession Improvement Funds                                | 772,692                    | 740,055                    |
| Total Restricted Assets                                     | <u>44,305,194</u>          | <u>40,258,926</u>          |
| Total Current Assets                                        | <u>84,944,407</u>          | <u>77,584,843</u>          |
| <b>NON-CURRENT ASSETS</b>                                   |                            |                            |
| Capital Assets                                              | 314,448,209                | 290,050,536                |
| Lease Receivable                                            | 13,832,941                 | 16,969,066                 |
| Prepaid Expenses                                            | 163,361                    | 178,797                    |
| Total Non-Current Assets                                    | <u>328,444,511</u>         | <u>307,198,399</u>         |
| Total Assets                                                | <u>413,388,918</u>         | <u>384,783,242</u>         |
| <b><u>DEFERRED OUTFLOWS OF RESOURCES</u></b>                |                            |                            |
| Refunding                                                   | 386,207                    | 638,650                    |
| OPEB Expenses                                               | 622,429                    | 906,998                    |
| Pension Expenses                                            | 930,867                    | 1,063,610                  |
| Total Deferred Outflows of Resources                        | <u>1,939,503</u>           | <u>2,609,258</u>           |
| <b>TOTAL ASSETS AND DEFERRED OUTFLOWS</b>                   | <u>415,328,421</u>         | <u>387,392,500</u>         |
| <b><u>LIABILITIES AND NET ASSETS</u></b>                    |                            |                            |
| <b>CURRENT LIABILITIES</b>                                  |                            |                            |
| Payable from Unrestricted Assets                            | 3,105,433                  | 3,249,960                  |
| Payable from Restricted Assets                              | 24,792,940                 | 23,221,877                 |
| Total Current Liabilities                                   | <u>27,898,373</u>          | <u>26,471,837</u>          |
| <b>NON-CURRENT LIABILITIES</b>                              |                            |                            |
| Bonds and other debt obligations                            | 42,683,796                 | 51,326,409                 |
| Net OPEB Liability                                          | 5,908,259                  | 6,470,172                  |
| Net Pension Liability - proportionate share                 | 833,884                    | 1,199,851                  |
| Total Non-Current Liabilities                               | <u>49,425,939</u>          | <u>58,996,432</u>          |
| Total Liabilities                                           | <u>77,324,312</u>          | <u>85,468,269</u>          |
| <b><u>DEFERRED INFLOWS OF RESOURCES</u></b>                 |                            |                            |
| Concession Improvement Funds                                | 1,128,232                  | 977,258                    |
| OPEB Expenses                                               | 725,677                    | 766,596                    |
| Pension Expenses                                            | 379,064                    | 75,313                     |
| Leases                                                      | 15,194,017                 | 18,721,114                 |
| Total Deferred Inflows of Resources                         | <u>17,426,990</u>          | <u>20,540,281</u>          |
| <b><u>NET POSITION</u></b>                                  |                            |                            |
| Invested in Capital Assets, net of Related Debt             | 250,664,679                | 219,244,327                |
| Restricted                                                  | 40,225,502                 | 36,415,443                 |
| Unrestricted                                                | <u>29,686,938</u>          | <u>25,724,180</u>          |
| Net Position                                                | <u>320,577,119</u>         | <u>281,383,950</u>         |
| <b>TOTAL LIABILITIES, DEFERRED INFLOWS AND NET POSITION</b> | <u>\$ 415,328,421</u>      | <u>\$ 387,392,500</u>      |



**Albany County Airport Authority**  
**2025 Summary of Revenues, Expenses and Net Results**  
**For the six months ended June 30, 2025**

|                                                   | 2025<br>Adopted FY<br>Budget | Budget<br>YTD       | June 2025<br>Actual<br>YTD | Variance<br>YTD   | Variance<br>% | June<br>2024 YTD<br>Unaudited | 2025 Actual/<br>Prior Year<br>Variance % |
|---------------------------------------------------|------------------------------|---------------------|----------------------------|-------------------|---------------|-------------------------------|------------------------------------------|
| <b>AIRPORT OPERATING REVENUES</b>                 |                              |                     |                            |                   |               |                               |                                          |
| Airline                                           | \$ 17,438,116                | \$ 10,065,410       | \$ 10,620,549              | \$ 555,139        | 5.5%          | \$ 9,558,377                  | 11.1%                                    |
| Non-Airline                                       | 36,087,292                   | 17,556,218          | 20,590,255                 | 3,034,036         | 17.3%         | 17,279,185                    | 19.2%                                    |
| Total Revenues                                    | 53,525,408                   | 27,621,628          | 31,210,804                 | 3,589,175         | 13.0%         | 26,837,562                    | 16.3%                                    |
| <b>AIRPORT OPERATING EXPENSES</b>                 |                              |                     |                            |                   |               |                               |                                          |
| Personal Services                                 | 13,946,659                   | 6,973,329           | 6,393,897                  | (579,432)         | -8.3%         | 6,314,236                     | 1.3%                                     |
| Employee Benefits                                 | 6,655,075                    | 3,361,443           | 3,182,153                  | (179,290)         | -5.3%         | 2,891,428                     | 10.1%                                    |
| Utilities & Communications                        | 2,903,498                    | 1,451,749           | 1,444,788                  | (6,961)           | -0.5%         | 1,243,152                     | 16.2%                                    |
| Purchased Services                                | 10,162,173                   | 5,445,337           | 5,261,355                  | (183,982)         | -3.4%         | 4,728,915                     | 11.3%                                    |
| Material & Supplies                               | 6,054,576                    | 3,099,338           | 3,126,610                  | 27,272            | 0.9%          | 2,795,170                     | 11.9%                                    |
| Office                                            | 1,166,388                    | 578,944             | 442,454                    | (136,490)         | -23.6%        | 454,126                       | -2.6%                                    |
| Administration                                    | 992,307                      | 498,154             | 501,075                    | 2,922             | 0.6%          | 725,260                       | -30.9%                                   |
| Non-Capital Equipment                             | 911,000                      | 455,500             | 270,860                    | (184,640)         | -40.5%        | 138,108                       | 96.1%                                    |
| Total Expenses                                    | 42,791,676                   | 21,863,794          | 20,623,192                 | (1,240,601)       | -5.7%         | 19,290,395                    | 6.9%                                     |
| <b>AIRPORT OPERATING RESULTS</b>                  | 10,733,732                   | 5,757,834           | 10,587,612                 | 4,829,776         | 83.9%         | 7,547,167                     | 40.3%                                    |
| <b>FBO OPERATING RESULTS</b>                      | 1,602,831                    | 674,079             | 1,183,370                  | 509,291           | 75.6%         | 1,111,546                     | 6.5%                                     |
| <b>TOTAL OPERATING RESULTS</b>                    | 12,336,563                   | 6,431,913           | 11,770,982                 | 5,339,067         | 83.0%         | 8,658,713                     | 35.9%                                    |
| <b>OTHER REVENUES (EXPENSES)</b>                  |                              |                     |                            |                   |               |                               |                                          |
| Interest Earnings                                 | 1,700,000                    | 850,000             | 1,165,095                  | 315,095           | 37.1%         | 1,389,458                     | -16.1%                                   |
| Passenger Facility Charges                        | 3,641,472                    | 1,820,736           | 1,820,736                  | -                 | 0.0%          | 1,820,736                     | 0.0%                                     |
| ACAA Debt Service                                 | (9,916,250)                  | (4,958,125)         | (4,958,125)                | -                 | 0.0%          | (4,966,710)                   | -0.2%                                    |
| Insurance Recoveries                              | -                            | -                   | -                          | -                 | 0.0%          | 32,201                        | -100.0%                                  |
| Line of Credit Interest                           | (600,000)                    | (300,000)           | (148,324)                  | 151,676           | -50.6%        | (45,426)                      | 0.0%                                     |
| Grant Income                                      | 138,700                      | 69,350              | 21,719                     | (47,631)          | -68.7%        | 50,996                        | -57.4%                                   |
| Improvement Charges                               | 368,400                      | 184,200             | 184,200                    | -                 | 0.0%          | 184,200                       | 0.0%                                     |
| Total Other<br>Revenues(Expenses)                 | (4,667,678)                  | (2,333,839)         | (1,914,699)                | 419,140           | -18.0%        | (1,534,545)                   | 24.8%                                    |
| <b>INCOME/(LOSS) BEFORE CAPITAL CONTRIBUTIONS</b> | 7,668,885                    | 4,098,074           | 9,856,283                  | 5,758,207         | 140.5%        | 7,124,168                     | 38.3%                                    |
| <b>AIRLINE INCENTIVES</b>                         | (400,000)                    | (200,000)           | (276,777)                  | (76,777)          | 38.4%         | (210,233)                     | 31.7%                                    |
| <b>CAPITAL CONTRIBUTIONS</b>                      | -                            | -                   | 5,213,364                  | 5,213,364         | 0.0%          | 3,751,928                     | 0.0%                                     |
| <b>INCREASE (DECREASE) IN NET POSITION</b>        | <u>\$ 7,268,885</u>          | <u>\$ 3,898,074</u> | <u>\$ 14,792,870</u>       | <u>10,894,796</u> | <u>279.5%</u> | <u>10,665,863</u>             | <u>38.7%</u>                             |
| <b>NET POSITION, BEGINNING OF PERIOD</b>          |                              |                     | <u>305,784,249</u>         |                   |               | <u>270,718,087</u>            |                                          |
| <b>NET POSITION, END OF PERIOD</b>                |                              |                     | <u>\$ 320,577,119</u>      |                   |               | <u>\$ 281,383,950</u>         |                                          |
| <b>RECONCIATION TO AIRLINE FUNDS REMAINING:</b>   |                              |                     |                            |                   |               |                               |                                          |
| <b>NET RESULTS BEFORE CAPITAL CONTRIBUTION</b>    | 7,668,885                    | 4,098,074           | 9,856,283                  | 5,758,207         | 140.5%        | 7,124,168                     | 38.3%                                    |
| Less: Capital Improvements                        | (4,044,255)                  | (2,022,128)         | (2,022,128)                | -                 | 0.0%          | (1,722,429)                   | 17.4%                                    |
| Less: Reserve Requirements                        | (650,670)                    | (325,335)           | (325,335)                  | -                 | 0.0%          | (428,657)                     | -24.1%                                   |
| <b>NET RESULTS</b>                                | 2,973,960                    | 1,750,612           | 7,508,821                  | 5,758,207         | 328.9%        | 4,973,083                     | 51.0%                                    |
| Revenue Sharing:                                  |                              |                     |                            |                   |               |                               |                                          |
| Transfer to/from Airlines (50%)                   | 1,486,980                    | 875,306             | 3,754,410                  | 2,879,104         | 328.9%        | 2,486,541                     | 51.0%                                    |
| Authority Share (50%)                             | 1,486,980                    | 875,306             | 3,754,410                  | 2,879,104         | 328.9%        | 2,486,541                     | 51.0%                                    |
| Less: Airline Incentives                          | (400,000)                    | (200,000)           | (276,777)                  | (76,777)          | 38.4%         | (210,233)                     | 31.7%                                    |
| Net Authority Share                               | \$ 1,086,980                 | \$ 675,306          | \$ 3,477,633               | \$ 2,802,327      | 415.0%        | \$ 2,276,308                  | 52.8%                                    |

**Albany County Airport Authority**  
**Operating Revenues**  
**For the six months ended June 30, 2025**

|                                    | 2025                 | June 2025            |                      |                     |              | June                 | 2025 Actual/          |
|------------------------------------|----------------------|----------------------|----------------------|---------------------|--------------|----------------------|-----------------------|
|                                    | Adopted FY Budget    | Budget YTD           | Actual YTD           | Variance YTD        | Variance %   | 2024 YTD Unaudited   | Prior Year Variance % |
| <b>AIRLINE REVENUES</b>            |                      |                      |                      |                     |              |                      |                       |
| <b>COMMERCIAL</b>                  |                      |                      |                      |                     |              |                      |                       |
| Landing Fees-Signatory             | \$ 6,986,385         | \$ 3,500,905         | \$ 4,101,556         | \$ 600,651          | 17.2%        | \$ 4,110,000         | -0.2%                 |
| Landing Fees-Non Signatory         | 47,680               | 23,840               | 0                    | (23,840)            | -100.0%      | 0                    | 0.0%                  |
| Airline Apron Fees                 | 1,005,383            | 502,692              | 501,919              | (773)               | -0.2%        | 446,430              | 12.4%                 |
| Glycol Disposal Fee                | 301,436              | 150,718              | 253,771              | 103,052             | 68.4%        | 227,695              | 11.5%                 |
| <b>CARGO</b>                       |                      |                      |                      |                     |              |                      |                       |
| Landing Fees-Signatory             | 949,230              | 445,705              | 368,606              | (77,099)            | -17.3%       | 416,017              | -11.4%                |
| Landing Fees-Non Signatory         | 0                    | 0                    | 0                    | 0                   | 0.0%         | 3,612                | -100.0%               |
| <b>TERMINAL</b>                    |                      |                      |                      |                     |              |                      |                       |
| Loading Bridges                    | 897,387              | 448,694              | 416,644              | (32,049)            | -7.1%        | 413,728              | 0.7%                  |
| Space Rental                       | 7,241,615            | 4,988,357            | 4,930,948            | (57,409)            | -1.2%        | 3,937,294            | 25.2%                 |
| Non-Signatory Per Turn Fee         | 9,000                | 4,500                | 47,105               | 42,605              | 946.8%       | 3,601                | 1208.2%               |
| <b>TOTAL AIRLINE REVENUES</b>      | <b>17,438,116</b>    | <b>10,065,410</b>    | <b>10,620,549</b>    | <b>555,139</b>      | <b>5.5%</b>  | <b>9,558,377</b>     | <b>11.1%</b>          |
| <b>NON-AIRLINE REVENUES</b>        |                      |                      |                      |                     |              |                      |                       |
| <b>AIRFIELD</b>                    |                      |                      |                      |                     |              |                      |                       |
| Tenant Maintenance                 | 30,000               | 15,000               | 28,708               | 13,708              | 91.4%        | 41,316               | -30.5%                |
| <b>Total Airfield</b>              | <b>30,000</b>        | <b>15,000</b>        | <b>28,708</b>        | <b>13,708</b>       | <b>91.4%</b> | <b>41,316</b>        | <b>-30.5%</b>         |
| <b>TERMINAL</b>                    |                      |                      |                      |                     |              |                      |                       |
| Utility Reimbursement              | 36,920               | 18,460               | 20,142               | 1,682               | 9.1%         | 18,477               | 9.0%                  |
| Tenant Maintenance                 | 20,559               | 10,280               | 21,285               | 11,005              | 107.1%       | 26,820               | -20.6%                |
| Space Rent - Non Airline           | 199,247              | 99,624               | 123,952              | 24,328              | 24.4%        | 99,045               | 25.1%                 |
| Space Rent - Fixed Non Airline     | 565,568              | 282,784              | 282,777              | (7)                 | 0.0%         | 282,777              | 0.0%                  |
| Food & Beverage                    | 1,490,000            | 687,743              | 758,045              | 70,302              | 10.2%        | 683,256              | 10.9%                 |
| Retail                             | 953,600              | 439,753              | 519,843              | 80,090              | 18.2%        | 473,852              | 9.7%                  |
| Advertising                        | 0                    | 0                    | 0                    | 0                   | 0.0%         | (4,300)              | -100.0%               |
| ATM                                | 14,598               | 7,299                | 7,202                | (97)                | -1.3%        | 7,259                | -0.8%                 |
| Operating Permits                  | 348,420              | 174,210              | 217,652              | 43,442              | 24.9%        | 190,362              | 14.3%                 |
| Vending Machines                   | 14,900               | 7,450                | 9,907                | 2,457               | 33.0%        | 6,811                | 45.5%                 |
| Baggage Cart Rentals               | 14,900               | 7,450                | 7,753                | 303                 | 4.1%         | 7,348                | 5.5%                  |
| <b>Total Terminal</b>              | <b>3,658,712</b>     | <b>1,735,052</b>     | <b>1,968,557</b>     | <b>233,504</b>      | <b>13.5%</b> | <b>1,791,706</b>     | <b>9.9%</b>           |
| <b>GROUND TRANSPORTATION</b>       |                      |                      |                      |                     |              |                      |                       |
| Parking                            | 19,107,600           | 9,876,655            | 12,330,559           | 2,453,904           | 24.8%        | 9,426,099            | 30.8%                 |
| Rental Cars                        | 6,511,300            | 2,539,672            | 2,878,996            | 339,324             | 13.4%        | 2,722,151            | 5.8%                  |
| Access Fees                        | 238,166              | 119,083              | 65,005               | (54,078)            | -45.4%       | 100,073              | -35.0%                |
| TNCs                               | 368,030              | 184,015              | 222,508              | 38,493              | 20.9%        | 181,303              | 22.7%                 |
| Garage Space Rent                  | 89,702               | 44,851               | 43,981               | (870)               | -1.9%        | 43,125               | 2.0%                  |
| Garage Kiosk Rent                  | 21,600               | 10,800               | 10,800               | 0                   | 0.0%         | 10,800               | 0.0%                  |
| <b>Total Ground Transportation</b> | <b>26,336,398</b>    | <b>12,775,076</b>    | <b>15,551,849</b>    | <b>2,776,773</b>    | <b>21.7%</b> | <b>12,483,552</b>    | <b>24.6%</b>          |
| <b>OTHER AIRPORT</b>               |                      |                      |                      |                     |              |                      |                       |
| Telephone System - Tenants         | 49,032               | 24,516               | 22,989               | (1,527)             | -6.2%        | 26,097               | -11.9%                |
| Building Rental                    | 76,965               | 38,483               | 37,757               | (726)               | -1.9%        | 38,421               | -1.7%                 |
| Control Tower Rental               | 806,376              | 403,188              | 395,323              | (7,865)             | -2.0%        | 395,323              | 0.0%                  |
| Air Cargo Facility                 | 1,341,818            | 670,909              | 657,688              | (13,221)            | -2.0%        | 657,817              | 0.0%                  |
| State Executive Hangar             | 1,247,083            | 623,541              | 623,541              | 0                   | 0.0%         | 623,541              | 0.0%                  |
| T Hangars                          | 176,328              | 88,164               | 77,898               | (10,266)            | -11.6%       | 80,318               | -3.0%                 |
| Tie Downs                          | 1,586                | 793                  | 841                  | 48                  | 6.1%         | 817                  | 3.0%                  |
| Industrial Park                    | 617,937              | 308,869              | 318,798              | 9,829               | 3.2%         | 301,500              | 5.7%                  |
| Land Rental                        | 363,074              | 181,537              | 203,724              | 22,187              | 12.2%        | 213,512              | -4.6%                 |
| Hangar Rental                      | 950,492              | 475,246              | 481,559              | 6,313               | 1.3%         | 458,378              | 5.1%                  |
| Antenna Space Rental               | 112,473              | 56,237               | 42,264               | (13,973)            | -24.8%       | 35,078               | 20.5%                 |
| Internet and Cable Access          | 2,660                | 1,330                | 1,330                | 0                   | 0.0%         | 1,330                | 0.0%                  |
| Fingerprinting                     | 39,000               | 19,500               | 25,355               | 5,855               | 30.0%        | 19,465               | 30.3%                 |
| Tenant Maintenance                 | 2,000                | 1,000                | 0                    | (1,000)             | -100.0%      | 0                    | 0.0%                  |
| Ebay/Scrap/Equipment Sales         | 5,000                | 2,500                | 14,831               | 12,331              | 493.2%       | 5,507                | 169.3%                |
| Utility Reimbursement              | 165,000              | 82,500               | 109,843              | 27,343              | 33.1%        | 84,085               | 30.6%                 |
| Reimbursement of Property Taxes    | 25,357               | 12,678               | 19,919               | 7,241               | 57.1%        | 15,741               | 26.5%                 |
| Other                              | 80,000               | 40,000               | 7,480                | (32,520)            | -81.3%       | 5,680                | 31.7%                 |
| <b>Total Other Airport</b>         | <b>6,062,181</b>     | <b>3,031,091</b>     | <b>3,041,141</b>     | <b>10,051</b>       | <b>0.3%</b>  | <b>2,962,611</b>     | <b>2.7%</b>           |
| <b>TOTAL NON AIRLINE REVENUES</b>  | <b>36,087,292</b>    | <b>17,556,218</b>    | <b>20,590,255</b>    | <b>3,034,036</b>    | <b>17.3%</b> | <b>17,279,185</b>    | <b>19.2%</b>          |
| <b>TOTAL REVENUES</b>              | <b>\$ 53,525,408</b> | <b>\$ 27,621,628</b> | <b>\$ 31,210,803</b> | <b>\$ 3,589,175</b> | <b>13.0%</b> | <b>\$ 26,837,562</b> | <b>16.3%</b>          |



**Albany County Airport Authority**  
**FBO Results**  
**For the six months ended June 30, 2025**

|                                       | 2025                | June 2025         |                     |                   |              | June                | 2025 Actual/          |
|---------------------------------------|---------------------|-------------------|---------------------|-------------------|--------------|---------------------|-----------------------|
|                                       | Adopted FY Budget   | Budget YTD        | Actual YTD          | Variance YTD      | Variance %   | 2024 YTD Unaudited  | Prior Year Variance % |
| <b>REVENUES</b>                       |                     |                   |                     |                   |              |                     |                       |
| Retail Fuel                           |                     |                   |                     |                   |              |                     |                       |
| Jet A Fuel Sales                      | \$ 7,450,000        | \$ 3,477,797      | \$ 2,455,170        | \$ (1,022,627)    | -29.4%       | \$ 3,054,889        | -19.6%                |
| AvGas Fuel Sales                      | 424,350             | 181,863           | 181,226             | (637)             | -0.4%        | 225,155             | -19.5%                |
| Commercial AvGas Fuel Sales           | 20,000              | 10,000            | 6,839               | (3,161)           | -31.6%       | 8,339               | -18.0%                |
| Auto & Diesel Fuel Sales              | 295,000             | 147,500           | 144,609             | (2,891)           | -2.0%        | 143,174             | 1.0%                  |
| Retail Fuel Sales                     | 8,189,350           | 3,817,160         | 2,787,844           | (1,029,316)       | -27.0%       | 3,431,557           | -18.8%                |
| Into Plane Fees                       | 810,000             | 405,000           | 406,485             | 1,485             | 0.4%         | 362,805             | 12.0%                 |
| Fuel Farm Fees                        | 916,500             | 458,250           | 562,676             | 104,426           | 22.8%        | 477,985             | 17.7%                 |
| General Aviation Landing Fees         | 340,000             | 170,000           | 213,633             | 43,633            | 25.7%        | 234,176             | -8.8%                 |
| Aircraft Parking Fees                 | 550,000             | 275,000           | 257,702             | (17,298)          | -6.3%        | 284,704             | -9.5%                 |
| Deicing Services                      | 1,499,450           | 1,027,777         | 1,341,002           | 313,225           | 30.5%        | 1,222,118           | 9.7%                  |
| FBO Properties                        | 449,130             | 224,565           | 283,194             | 58,629            | 26.1%        | 193,376             | 46.4%                 |
| FBO Services                          | 135,000             | 67,500            | 89,915              | 22,415            | 33.2%        | 155,037             | -42.0%                |
| <b>TOTAL REVENUES</b>                 | <b>12,889,430</b>   | <b>6,445,253</b>  | <b>5,942,451</b>    | <b>(502,801)</b>  | <b>-7.8%</b> | <b>6,361,758</b>    | <b>-6.6%</b>          |
| <b>COST OF SALES</b>                  |                     |                   |                     |                   |              |                     |                       |
| Fuel Costs - Jet A                    | 3,740,000           | 1,745,901         | 972,234             | (773,667)         | -44.3%       | 1,643,266           | -40.8%                |
| Fuel Discounts - Jet A                | 300,000             | 140,046           | 62,831              | (77,215)          | -55.1%       | 91,978              | -31.7%                |
| Fuel Costs - SAF                      | 0                   | 0                 | 0                   | 0                 | 0.0%         | 0                   | 0.0%                  |
| Fuel Costs - AvGas                    | 320,850             | 137,507           | 130,814             | (6,692)           | -4.9%        | 167,941             | -22.1%                |
| Fuel Discounts - AvGas                | 0                   | 0                 | 3,539               | 3,539             | 0.0%         | 5,354               | -33.9%                |
| Fuel Costs - Commercial AvGas         | 15,000              | 7,500             | 5,646               | (1,854)           | -24.7%       | 7,210               | -21.7%                |
| Fuel Costs - Auto & Diesel            | 222,000             | 111,000           | 116,680             | 5,680             | 5.1%         | 111,404             | 4.7%                  |
| Total Fuel Costs                      | 4,597,850           | 2,141,953         | 1,291,743           | (850,209)         | -39.7%       | 2,027,153           | -36.3%                |
| Deicing Costs - Type I & IV           | 1,133,308           | 776,184           | 760,880             | (15,303)          | -2.0%        | 750,185             | 1.4%                  |
| Customs Garbage, Oil & Other          | 2,000               | 1,000             | 23,882              | 22,882            | 2288.3%      | 22,871              | 4.4%                  |
| Total Cost of Sales                   | 5,733,158           | 2,919,136         | 2,076,506           | (842,630)         | -28.9%       | 2,800,209           | -25.8%                |
| Net Operating                         | 7,156,272           | 3,526,116         | 3,865,945           | 339,829           | 9.6%         | 3,561,549           | 8.5%                  |
| <b>OPERATING EXPENSES BY CATEGORY</b> |                     |                   |                     |                   |              |                     |                       |
| Personal Services                     |                     |                   |                     |                   |              |                     |                       |
| Salaries                              | 2,280,507           | 1,140,254         | 1,114,944           | (25,310)          | -2.2%        | 989,689             | 12.7%                 |
| Overtime                              | 252,024             | 126,012           | 112,504             | (13,508)          | -10.7%       | 120,881             | -6.9%                 |
| Total Personal Services               | 2,532,531           | 1,266,266         | 1,227,448           | (38,817)          | -3.1%        | 1,110,570           | 10.5%                 |
| Employee Benefits                     | 615,360             | 317,169           | 319,269             | 2,099             | 0.7%         | 326,337             | -2.2%                 |
| Utilities & Communications            | 114,537             | 57,269            | 62,950              | 5,682             | 9.9%         | 54,326              | 15.9%                 |
| Purchased Services                    | 728,139             | 429,896           | 491,237             | 61,340            | 14.3%        | 261,312             | 88.0%                 |
| Materials & Supplies                  |                     |                   |                     |                   |              |                     |                       |
| Buildings                             | 128,406             | 64,203            | 38,201              | (26,002)          | -40.5%       | 45,493              | -16.0%                |
| Grounds                               | 38,000              | 19,000            | 8,950               | (10,050)          | -52.9%       | 7,065               | 26.7%                 |
| Vehicles                              | 844,751             | 422,376           | 366,745             | (55,631)          | -13.2%       | 349,913             | 4.8%                  |
| Total Materials & Supplies            | 1,011,157           | 505,579           | 413,896             | (91,683)          | -18.1%       | 402,471             | 2.8%                  |
| Administrative Expenses               | 364,717             | 182,358           | 145,271             | (37,087)          | -20.3%       | 211,147             | -31.2%                |
| Non-Capital Equipment                 | 187,000             | 93,500            | 22,504              | (70,996)          | -75.9%       | 83,840              | -73.2%                |
| <b>TOTAL EXPENSES</b>                 | <b>5,553,441</b>    | <b>2,852,037</b>  | <b>2,682,575</b>    | <b>(169,462)</b>  | <b>-5.9%</b> | <b>2,450,003</b>    | <b>9.5%</b>           |
| <b>FBO Net Direct Cost</b>            | <b>\$ 1,602,831</b> | <b>\$ 674,079</b> | <b>\$ 1,183,370</b> | <b>\$ 509,291</b> | <b>75.6%</b> | <b>\$ 1,111,546</b> | <b>6.5%</b>           |

## **AGENDA ITEM NO. 6**

### **Project Development**



## **AGENDA ITEM NO. 7**

**Counsel**

## **AGENDA ITEM NO. 8**

### **Concessions/Ambassador Program**



**August 18, 2025**  
**Concessions & Ambassador Program Report**  
**Minority Percentages in the Concessions Workforce**

| <b>Date</b> | <b>HMSHost</b>   | <b>Paradies</b>  | <b>Chick fil A<br/>(OHM)</b> | <b>Dunkin</b>  | <b>Uncommon<br/>Grounds</b> | <b>Minority/Total<br/>%</b> |
|-------------|------------------|------------------|------------------------------|----------------|-----------------------------|-----------------------------|
| January     | <u>28/58=48%</u> | <u>11/24=46%</u> | <u>30/36=83%</u>             | <u>4/6=67%</u> |                             | <u>73/124=59%</u>           |
| February    | <u>26/55=47%</u> | <u>10/21=48%</u> | <u>30/35=86%</u>             | <u>4/6=67%</u> |                             | <u>70/117=60%</u>           |
| March       | <u>25/54=46%</u> | <u>10/21=48%</u> | <u>24/30=80%</u>             | <u>4/6=67%</u> |                             | <u>63/111=57%</u>           |
| April       | <u>25/53=47%</u> | <u>10/21=48%</u> | <u>28/33=85%</u>             | <u>4/6=67%</u> | <u>8/13=62%</u>             | <u>75/126=60%</u>           |
| May         | <u>23/52=44%</u> | <u>9/20=45%</u>  | <u>26/31=84%</u>             | <u>4/6=67%</u> | <u>9/17=53%</u>             | <u>71/126=57%</u>           |
| June        | <u>25/56=45%</u> | <u>12/23=52%</u> | <u>25/31=80%</u>             | <u>4/6=67%</u> | <u>9/15=60%</u>             | <u>75/131=57%</u>           |
| July        | <u>22/52=42%</u> | <u>10/22=45%</u> | <u>28/34=82%</u>             | <u>5/7=71%</u> | <u>11/20=55%</u>            | <u>76/135=56%</u>           |
| August      |                  |                  |                              |                |                             |                             |
| September   |                  |                  |                              |                |                             |                             |
| October     |                  |                  |                              |                |                             |                             |
| November    |                  |                  |                              |                |                             |                             |
| December    |                  |                  |                              |                |                             |                             |

| <u>Date</u>      | <u>HMSHost</u> | <u>OHM</u>                | <u>Paradies</u> | <u>Uncommon</u>       | <u>Total</u>        | <u>\$/Enp</u>       |
|------------------|----------------|---------------------------|-----------------|-----------------------|---------------------|---------------------|
| <b>2025</b>      |                | <b><u>Chick fil A</u></b> |                 | <b><u>Grounds</u></b> |                     |                     |
| <u>January</u>   | <u>617,516</u> | <u>287,027</u>            | <u>372,265</u>  |                       | <u>1,276,808</u>    | <u>\$11.72/enp</u>  |
| <u>February</u>  | <u>696,480</u> | <u>310,151</u>            | <u>439,827</u>  |                       | <u>1,415,808</u>    | <u>\$12.64/enp.</u> |
| <u>March</u>     | <u>711,512</u> | <u>299,741</u>            | <u>439,827</u>  |                       | <u>1,451,080</u>    | <u>\$11.75/enp.</u> |
| <u>April</u>     | <u>694,345</u> | <u>317,822</u>            | <u>461,512</u>  | <u>93,962</u>         | <u>1,567,641</u>    | <u>\$11.79/enp.</u> |
| <u>May</u>       | <u>651,170</u> | <u>301,649</u>            | <u>427,280</u>  | <u>123,978</u>        | <u>1,504,077</u>    | <u>\$11.83/enp</u>  |
| <u>June</u>      | <u>732,824</u> | <u>325,735</u>            | <u>489,155</u>  | <u>132,213</u>        | <u>1,679,927</u>    | <u>\$12.45/enp.</u> |
| <u>July</u>      |                |                           |                 |                       |                     |                     |
| <u>August</u>    |                |                           |                 |                       |                     |                     |
| <u>September</u> |                |                           |                 |                       |                     |                     |
| <u>October</u>   |                |                           |                 |                       |                     |                     |
| <u>November</u>  |                |                           |                 |                       |                     |                     |
| <u>December</u>  |                |                           |                 |                       |                     |                     |
| <b>Total</b>     |                |                           |                 |                       | <u>\$8,895,341.</u> |                     |

**June Enplanements – 134,902**





## Ambassador Program

### 2025 Totals

#### Tours

#### YTD

| Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec |  |
|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|--|
| -   | -   | 1   | -   | 1   | 3   | -   |     |     |     |     |     |  |

#### Canines

|      |      |      |      |      |      |      |  |  |  |  |  |        |
|------|------|------|------|------|------|------|--|--|--|--|--|--------|
| 4224 | 4965 | 4838 | 5043 | 4635 | 4798 | 7118 |  |  |  |  |  | 35,621 |
|------|------|------|------|------|------|------|--|--|--|--|--|--------|

#### Ambassador Hours

|     |     |     |     |     |     |     |  |  |  |  |  |       |
|-----|-----|-----|-----|-----|-----|-----|--|--|--|--|--|-------|
| 756 | 588 | 755 | 871 | 809 | 609 | 801 |  |  |  |  |  | 5,189 |
|-----|-----|-----|-----|-----|-----|-----|--|--|--|--|--|-------|

#### Guests Served

|      |      |      |      |      |      |      |  |  |  |  |  |        |
|------|------|------|------|------|------|------|--|--|--|--|--|--------|
| 6528 | 4896 | 7405 | 7051 | 7962 | 7463 | 9957 |  |  |  |  |  | 51,262 |
|------|------|------|------|------|------|------|--|--|--|--|--|--------|

#### Ambassador Shifts

|     |     |     |     |     |     |     |  |  |  |  |  |       |
|-----|-----|-----|-----|-----|-----|-----|--|--|--|--|--|-------|
| 266 | 205 | 257 | 274 | 286 | 226 | 294 |  |  |  |  |  | 1,828 |
|-----|-----|-----|-----|-----|-----|-----|--|--|--|--|--|-------|

#### Business Center - Closed

|  |  |  |  |  |  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|--|--|--|--|--|
|  |  |  |  |  |  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|--|--|--|--|--|

## **AGENDA ITEM NO. 9**

### **Public Affairs**



## **AGENDA ITEM NO. 10**

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

## **AGENDA ITEM NO. 10.1**

**AWARDING CONTRACT NO. SC-1207 TO  
DIVERSIFIED SEARCH LLC**



**RESOLUTION NO. 88 OF 2025**

**August 18, 2025**

**ACAA Approved**  
**Negotiations**  
**08/18/2025**

**RESOLUTION OF THE ALBANY COUNTY AIRPORT AUTHORITY  
AWARDING CONTRACT NO. SC-1207 TO  
DIVERSIFIED SEARCH LLC**

**WHEREAS**, the Albany County Airport Authority (the “Authority”) is a public benefit corporation organized under Article 8 of the New York Public Authorities Law; and

**WHEREAS**, the Authority has the power to enter into contracts and agreements with any natural person, firm, partnership association, joint venture, or corporation, exclusive of a public corporation, pursuant to Public Authorities Law §§ 2778(14) and 2782(11); and

**WHEREAS**, the Authority adopted Resolution, dated September 4, 2024, approving the issuance of a Request for Proposals for Contract No. SC-1207 to solicit sealed competitive Proposals from qualified firms to perform national executive and recruiting services to assist the Authority in identifying and appointing a Chief Executive Officer and Chief Financial Officer (the “RFP”); and

**WHEREAS**, the Authority adopted Resolution, dated September 4, 2024, approving the retention of Monaco Cooper Lamme & Carr, PLLC to perform procurement management and related services, relative to the RFP, until an executive search and recruiting services has been appointed or engaged by the Authority; and

**WHEREAS**, the Authority issued the RFP on December 26, 2024; and

**WHEREAS**, Diversified Search LLC submitted a Proposal dated January 16, 2025, annexed hereto as Appendix “A”; and

**WHEREAS**, after careful consideration of the proposals received in response to the RFP, the Authority desires to award Contract No. SC-1207 to Diversified Search LLC,

**NOW, THEREFORE, BE IT RESOLVED**, that the Authority hereby awards Contract No. SC-1207 to Diversified Search LLC, upon terms and conditions to be negotiated; and

**BE IT FURTHER RESOLVED**, that that Authority hereby retains Monaco Cooper Lamme & Carr, PLLC (hereinafter “counsel”) to negotiate the terms and conditions of Contract No. SC-1207 with Diversified Search LLC; and

**BE IT FURTHER RESOLVED**, that the Authority authorizes the Chairman to execute all documents necessary and convenient to appoint or engage Diversified Search LLC to perform the scope of services set forth in the RFP, including but not limited to contracts and engagement letters, all of which shall be subject to approval by counsel; and

**BE IT FURTHER RESOLVED**, that this Resolution shall take effect immediately upon its adoption.

The action to adopt the foregoing Resolution was duly put to vote on a roll call, which resulted as follows: Offered by John Raphael Pichardo and seconded by Sari O'Connor

Voting:

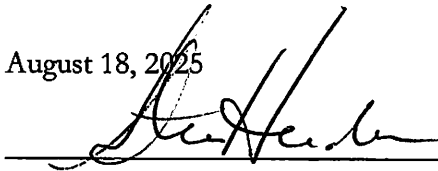
|                                    |            |     |         |
|------------------------------------|------------|-----|---------|
| Chairman Samuel A. Fresina         | <u>Aye</u> | Nay | Abstain |
| Vice Chairman: Kevin R. Hicks, Sr. | <u>Aye</u> | Nay | Abstain |
| Treasurer: Sari M. O'Connor        | <u>Aye</u> | Nay | Abstain |
| Secretary: Steven H. Heider        | <u>Aye</u> | Nay | Abstain |
| Member: John-Raphael Pichardo      | <u>Aye</u> | Nay | Abstain |
| Member: Janet M. Thayer            | <u>Aye</u> | Nay | Abstain |
| Member: Harold N. Iselin           | <u>Aye</u> | Nay | Abstain |

The foregoing Resolution was thereupon declared duly adopted.

CERTIFICATION

I hereby certify that the foregoing Resolution was duly adopted by the Albany County Airport Authority on August 18, 2025, which Resolution has not been amended or revoked.

Dated: August 18, 2025



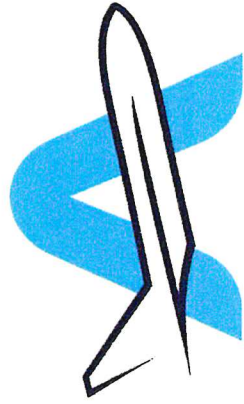
Secretary



## Appendix A

[RESERVED FOR PROPOSAL]

Prepared for



# ALBANY

INTERNATIONAL AIRPORT

January 16, 2025

 **DIVERSIFIED**SEARCHGROUP





# Table of Contents

|    |                            |
|----|----------------------------|
| 3  | Cover Letter               |
| 4  | Executive Summary          |
| 7  | Experience                 |
| 15 | Proposed Services Overview |
| 29 | Exhibit D                  |



# Cover Letter

Monaco Cooper Lamme & Carr, PLLC  
Attn: Laura M. Gulfo, Esq.  
1881 Western Ave. Suite 200  
Albany, New York 12203

Dear Ms. Gulfo:

On behalf of Diversified Search Group, please find our response and proposal to RFP for National Executive Search and Recruiting Services for the Albany County Airport Authority. By way of introduction, I lead our Aviation, Transportation & Logistics practice at Diversified Search Group (DSG). Over the course of my 15 years in executive search, I've had the pleasure of leading numerous C-level searches in airports across the world, including several in the state of New York at both LaGuardia and JFK.

We've assembled a world class team focused on delivering an exceptional process, diverse and inclusive candidate pool and successful placements as the Authority seeks to identify its next CEO and CFO for Albany International Airport. Team members are listed below with additional information and bios included in our proposal as well.

Zack Deming (Project Lead)  
Managing Director  
[zack.deming@divsearch.com](mailto:zack.deming@divsearch.com)  
(404) 386-2289

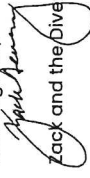
Sonya Olds Som  
Managing Director  
[sonya.som@divsearch.com](mailto:sonya.som@divsearch.com)  
(312) 237-5787

Liz Ewing  
Managing Director  
[Lewing@divsearch.com](mailto:Lewing@divsearch.com)  
(973) 713-0933

Maclean "Mac" Craig  
Managing Director  
[Mcraig@divsearch.com](mailto:Mcraig@divsearch.com)  
(646) 662-1663

We are honored to be considered as you seek to identify a firm to partner with on these critical mandates. Thank you in advance for your thoughtful consideration.

Best Regards,

  
Zack and the Diversified Search Team





# Executive Summary



# Executive Summary



It is with great honor and privilege, that we respectfully submit our proposal for your consideration. In the following pages, you will find an overview on our firm, who we are, and our unique history. In addition, you will find detailed information on our search process, our previous work with other airports across the United States, our fee structure and detailed team information and bios.

Diversified Search Group (DSG) is a 50-year-old, Philadelphia-based executive search and talent advisory firm and the only one to be woman founded and led today. Equitable and inclusive search processes that deliver world class results have long been the hallmark of who we are. For 13 years, I worked at two of the world's largest search firms but desired a platform that would allow me and my team to be nimble and more flexible in how we serve the needs of our clients.

Here at DSG, the partners do the work. We don't outsource, we don't over leverage, rather, we commit to being your constant and primary point of contact to deliver you a world class result.

Throughout my 15 years in executive search, I've continuously led numerous C suite searches for airports across the US and the world. During that time, I've had the pleasure of working with the Port Authority of New York and New Jersey on numerous assignments for LaGuardia Gateway Partners as well as JFK International. We've included other relevant examples of our work in other airports and seaports of varying sizes as well.

Also contained herein, is an overview of our search process. Having a true partner who can advise the Albany County Airport Authority on conducting a thorough, exhaustive and inclusive search process is paramount to success. There are 2 areas that we feel to be most important to a successful search and where we bring deep, demonstrable experience:

## Strategic Board Alignment

The primary reason CEO and CFO searches break down (public or private) is lack of alignment at the board level. If we don't invest meaningful time in the earliest hours of the search agreeing on what it is that we are looking for, we will never agree on who it is we are looking for. We will conduct individual (or group depending on your preference) intake sessions from each board member as to what skills/competencies/experiences each feels are most needed in the next CEO. We will consolidate that input and share with the board for agreed alignment. From there, we will develop a candidate scorecard against which all potential/viable candidates will be assessed.

## Stakeholder Engagement

These types of public searches usually consist of a highly diverse stakeholder base, often with varied, if not competing, interests. We will engage the appropriate stakeholder groups as defined by you (i.e. neighborhood associations, not for profit, business community, unions, etc.) to ensure that everyone's voice is heard early on and to prevent an inaccurate media driven headline of a closed door, back-room process.

Unlike some of our larger competitors, we are not locked into firm minimum fees that price us out of consideration for smaller and midsize airports. Nor are we encumbered by onerous off-limits that preclude us from accessing highly relevant and attractive candidate pools. While we don't pretend to be all things to all people, the Albany International Airport is directly in our wheelhouse.

As a native of a small town in South Georgia (Albany, GA) I was always keenly interested in the history and importance of our namesake in New York. And while this anecdote in and of itself is not the reason you would select a firm, I do hope that alongside our demonstrable track record of success, commitment to diversity and delivering results, it does make our proposal memorable and further solidifies our keen interest in being your partner.

Thank you again for the opportunity to be considered alongside the other firms. We would be honored to work with you.



# Why DSG?



## We know Public Transportation

Our team has extensive experience and expertise working to recruit senior leaders in public and private transportation systems throughout the United States.

## We have the Team

DSG will allocate all the necessary resources to the fullest extent in an effort to succeed in this critical search. Our cross functional team not only includes the industry knowledge required for success but also includes additional professionals who understand the landscape in which Albany County Airport Authority operates.



### We Think Creatively

- Exceptional industry and functional expertise across our core sectors.
- Team of proven talent advisors, operators and entrepreneurs we understand the impact top talent has for the success of our clients.
- We harness our collective expertise to bring about exceptional outcomes and drive impact.



### Track Record of Inclusion is Unmatched

- History of providing candidates to meet the unique needs of every client.
- Authentic relationships with diverse communities.



### Clear Path to Desired Results

- Our operating platform drives efficiency.
- We go beyond executive search to include consulting and convening.



### Global Platform

- Fifty-year commitment to excellence.
- A team of cross-sector and subject matter experts that delivers.

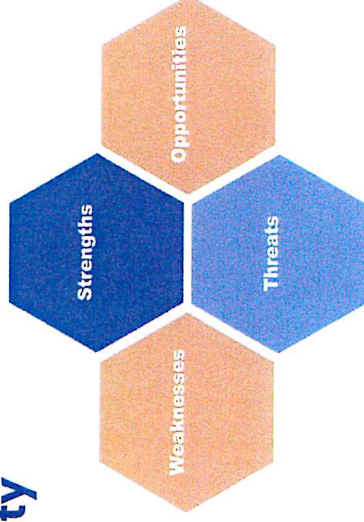
# Our Experience





# Albany County Airport Authority

SWOT Analysis



## Strengths

- 1. Strategic Location**
  - Centrally located in the Capital Region of New York State, serving a mix of business, government, and leisure travelers.
  - Proximity to major highways and accessibility to nearby cities like Boston, New York City, and Montreal.
- 2. Modern Facilities**
  - Recent upgrades to terminals and infrastructure enhance passenger experience.
  - Offers a range of services like free Wi-Fi, parking options, and dining establishments.
- 3. Ease of Use**
  - Smaller size compared to major international hubs leads to shorter security lines and quicker navigation through the airport.
- 4. Airline Connectivity**
  - Serves major carriers such as Delta, Southwest, United, and American Airlines, providing access to key domestic hubs.
- 5. Economic Contribution**
  - Significant contributor to the local economy, supporting jobs and businesses in the region.

## Weaknesses

- 1. Limited International Flights**
  - Despite being an "international" airport, there are few direct international flights, limiting its global connectivity.
- 2. Competition**
  - Competes with larger nearby airports like JFK, Newark, and Boston Logan for travelers who prioritize flight options and destinations.
- 3. Seasonal Demand Fluctuations**
  - Passenger traffic can vary significantly depending on the time of year, impacting revenue stability.
- 4. Aging Infrastructure in Some Areas**
  - While improvements have been made, some facilities or equipment may still need modernization.

## Opportunities

- 1. Expansion of Routes**
  - Potential to attract new airlines and expand direct domestic and international routes to underserved destinations.
- 2. Tourism Growth**
  - Leveraging Albany's role as a gateway to upstate New York's attractions, such as the Adirondacks, Saratoga Springs, and the Hudson Valley.
- 3. Technology and Sustainability**
  - Investing in sustainable practices, such as renewable energy and eco-friendly airport operations, to appeal to environmentally conscious travelers.
- 4. Business Partnerships**
  - Partnering with local businesses and tourism boards to create packages or incentives that increase passenger volume.
- 5. Post-Pandemic Travel Boom**
  - Growing air travel demand presents an opportunity to recover and grow passenger numbers.

## Threats

- 1. Economic Downturns**
  - Economic instability or recessions could reduce business and leisure travel.
- 2. Fuel Costs**
  - Rising fuel costs could impact airline operations and ticket prices, potentially decreasing demand.
- 3. Competition from High-Speed Rail**
  - Proposed expansion of high-speed rail in the region could reduce demand for short-haul flights.
- 4. Regulatory and Security Changes**
  - Changes in aviation regulations, security measures, or pandemic-related travel restrictions could increase operational challenges.
  - Environmental Concerns
  - Growing scrutiny of aviation's environmental impact could lead to higher operating costs or reduced passenger demand.

# Albany International Airport CEO

The role of a CEO at a small U.S. airport involves overseeing airport operations, ensuring regulatory compliance, developing strategic plans, and fostering relationships with stakeholders. Here are key skills required for this role:

## 1. Leadership and Management

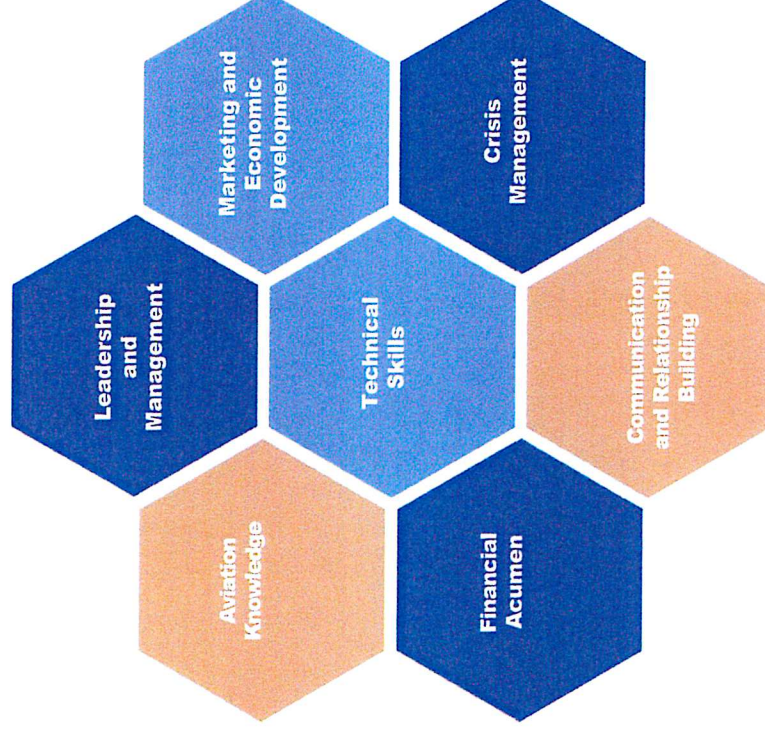
- Strategic Thinking:** Ability to create and execute long-term plans for airport growth and success.
- Decision-Making:** Sound judgment to make critical decisions under pressure.
- Team Management:** Skills to lead, motivate, and manage diverse teams, including operations, customer service, and technical staff.
- Change Management:** Ability to adapt and guide the organization through industry shifts or crises.

## 2. Aviation Knowledge

- Regulatory Expertise:** Understanding FAA regulations, TSA requirements, and other federal, state, and local compliance standards.
- Airport Operations:** Familiarity with day-to-day airport activities, including airfield maintenance, security, ground handling, and terminal management.
- Safety Management:** Knowledge of aviation safety protocols and incident management.
- Networking:** Active participation in industry groups like AAEA (American Association of Airport Executives).
- Policy Awareness:** Keep abreast of trends and changes affecting the aviation sector.

## 3. Financial Acumen

- Budget Management:** Experience in managing operating budgets, capital expenditures, and financial forecasting.
- Revenue Generation:** Skills in increasing revenue through concessions, parking, partnerships, and federal or state grants.
- Cost Control:** Ability to optimize expenses without compromising operational efficiency.



## 4. Communication and Relationship Building

- Stakeholder Engagement:** Build relationships with airlines, government agencies, local communities, and businesses.
- Public Relations:** Represent the airport in media, public forums, and professional organizations.
- Conflict Resolution:** Handle disputes with diplomacy and maintain positive relationships.

## 5. Marketing and Economic Development

- Air Service Development:** Attract and retain airlines, and negotiate favorable agreements.
- Community Engagement:** Work with local leaders to ensure the airport serves as an economic driver.
- Passenger Experience Focus:** Innovate to improve traveler satisfaction.

## 6. Technical Skills

- Data Analysis:** Use metrics and analytics to monitor performance and inform decisions.
- Technology Management:** Stay informed about airport technology trends, including security systems and passenger service tools.

## 7. Crisis Management

- Emergency Planning:** Develop and implement emergency response plans for incidents like weather disruptions or security breaches.
- Resilience:** Maintain operational continuity during challenging circumstances.





# Albany International Airport CFO

A Chief Financial Officer (CFO) for a small U.S. airport requires a mix of financial, operational, regulatory, and leadership skills tailored to the unique challenges of the aviation industry. Here's a breakdown of the essential skills:

## 1. Financial Management

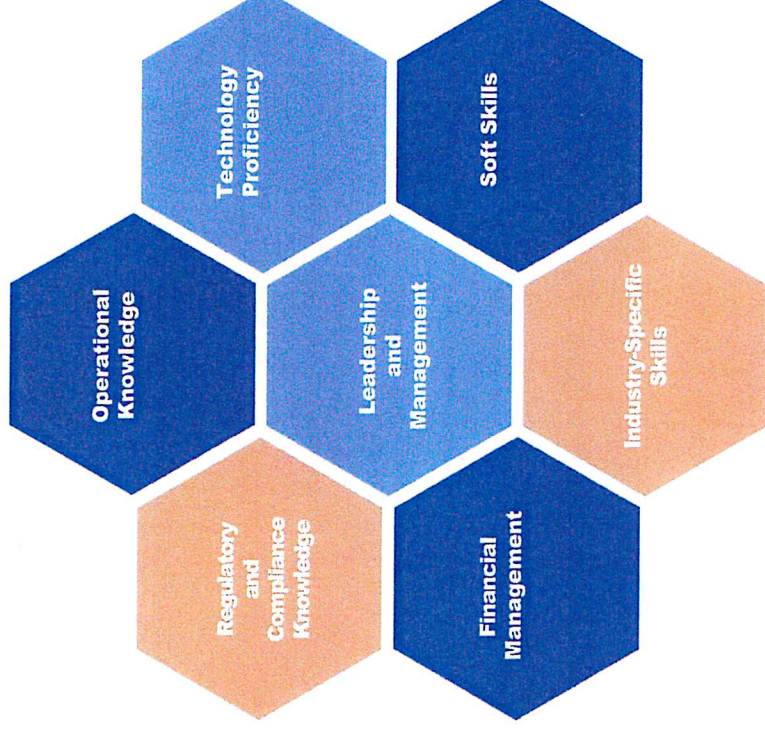
- Budgeting and Forecasting:** Expertise in preparing and managing complex budgets, including operational, capital, and grant budgets. Proficiency in long-term financial planning to ensure sustainability.
- Accounting and Reporting:** Knowledge of Generally Accepted Accounting Principles (GAAP). Experience in financial reporting, audits, and compliance with state and federal regulations.
- Cost Control:** Ability to identify cost-saving opportunities while maintaining service quality.
- Revenue Generation:** Familiarity with airport revenue streams (e.g., landing fees, parking, concessions, leases).

## 2. Regulatory and Compliance Knowledge

- FAA Regulations:** Understanding of Federal Aviation Administration (FAA) grant assurances and funding programs like AIP (Airport Improvement Program).
- Grant Management:** Expertise in securing and managing federal and state grants, including compliance with reporting requirements.
- Environmental and Safety Regulations:** Awareness of environmental regulations and safety standards applicable to airports.

## 3. Operational Knowledge

- Airport Operations:** Familiarity with daily airport operations and their financial implications.
- Aviation Industry Trends:** Awareness of trends such as passenger volume changes, fuel costs, and infrastructure needs.



## 4. Technology Proficiency

- Financial Software:** Proficiency in financial systems (e.g., SAP, QuickBooks, or Oracle).
- Data Analytics:** Ability to use analytics tools for forecasting and performance measurement.

## 5. Leadership and Management

- Strategic Thinking:** Ability to align financial strategies with the airport's long-term goals.
- Team Leadership:** Experience managing finance teams and collaborating with other departments.
- Stakeholder Communication:** Skilled in presenting financial information to boards, government agencies, and the public.

## 6. Soft Skills

- Problem-Solving:** Strong analytical and decision-making abilities to address financial and operational challenges.
- Adaptability:** Flexibility to manage diverse responsibilities and respond to industry disruptions.
- Negotiation Skills:** Experience in negotiating leases, contracts, and vendor agreements.

## 7. Industry-Specific Skills

- Lease and Concession Management:** Expertise in structuring and managing agreements with airlines, concessionaires, and vendors.
- Infrastructure Financing:** Knowledge of public-private partnerships and other financing mechanisms for airport improvements.



# A Snapshot of Our Transportation Clients



Deputy General Manager  
Chief Executive Officer  
(2010, 2014, 2018)



Chief Executive Officer



Chief Commercial Officer



Chief Financial Officer;  
Auditor General  
Chief Civil Rights Officer



Chief Executive Officer



Chief Executive Officer



Chief Financial Officer  
Chief Operations Officer  
Chief Commercial Officer



Chief Executive Officer  
Chief Technology Officer  
Chief Safety Officer



Chief Executive Officer



Chief Executive Officer



Multiple C-Level Roles



# Impact at a Glance



Forbes

Recognized as one of the country's top ten best executive search firms for seven consecutive years and identified as among the "best equipped" to win the talent war.



Inc. Best In Business

Recognized nationally as one of 240 companies making an extraordinary impact in business and society.

50  
years of  
experience identifying  
transformational leaders

70%  
70% of our business  
comes from  
repeat clients

53%  
In 2023, 53% of  
placements were  
women

7  
For seven consecutive  
years, we have ranked as  
a Forbes top-10 executive  
search firm in the U.S.

87%  
Average candidate  
retention rate of two  
or more years

50%  
In 2023,  
50% of placements  
were people of color

60  
Offices  
A global footprint  
across 35 countries

300+  
People  
More than 300  
people comprise our  
team



# U.S. Presence / Global Reach

Diversified Search Group is the exclusive U.S. partner of AltoPartners, the international alliance of independent executive search firms. Our global alliance now spans 60-plus cities in more than 30 countries across the Americas, Europe, the Middle East, Africa and Asia Pacific.



## Philadelphia, PA | Headquarters

- Atlanta, GA
- Chicago, IL
- Dallas, TX
- Media, PA
- Miami, FL
- Nashville, TN
- Newburyport, MA
- New York, NY
- San Francisco, CA
- St Louis, MO
- Washington, DC

## AMERICAS

- Argentina
- Canada
- Chile
- Colombia
- Mexico
- Peru
- USA

## ASIA/PACIFIC

- Australia
- China
- Hong Kong
- India
- New Zealand
- Singapore
- South Korea

## EMEA

- Angola
- Austria
- Czech Republic
- Denmark
- Finland
- France
- Germany
- Ireland
- Italy
- Morocco
- Mozambique
- Netherlands
- Norway
- Poland
- Portugal
- Romania
- Slovakia

- South Africa
- Spain
- Sweden
- Switzerland
- Turkey
- UAE
- UK



# DSG's Industry and Functional Specialization

## Industry Specialization

Agribusiness and Food  
Aviation, Logistics & Transportation  
Consumer Markets and Retail  
Cybersecurity  
Education  
Energy  
Financial Services / FinTech  
Government  
Healthcare  
Industrial Life  
Sciences  
Media, Entertainment and Sports  
Nonprofit and Social Impact  
Private Equity / Portfolio Leadership  
Software  
Technology

## Functional Specialization

Board Advisory and Governance Corporate and  
Governmental Affairs Cybersecurity  
Digital Transformation (IT, AI, Chief Information Officer)  
Diversity, Equity, and Inclusion Executive Officers and  
Directors Financial Officers  
Fundraising & Advancement Human Resources  
Legal, Risk, Compliance and Corporate Governance  
Marketing and Sales Safety  
Supply Chain & Operations



# Proposed Services Overview



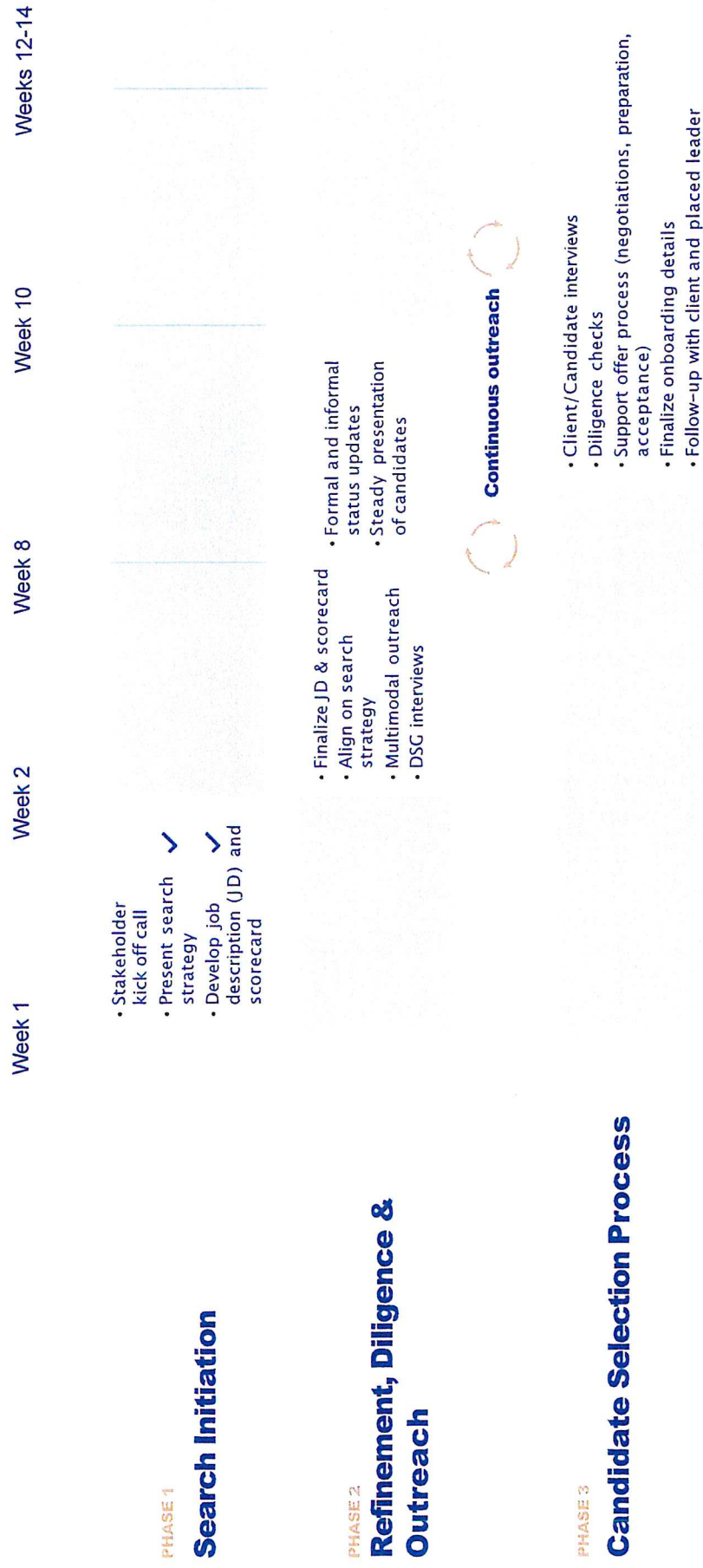


# Key Steps for Conducting The Search



- Clarify each step of the engagement with the Board of Directors, staff and all constituents.
- Work closely with the Board and Staff to ensure that a thorough, exhaustive and inclusive process is executed that honors our public obligations as a search partner but also preserves the privacy and confidentiality necessary to attract and retain world class candidates.
- **Identify and confirm** potential pitfalls that exist when conducting a public search of this magnitude to ensure that the level of transparency required is balanced with the degree of confidentiality required to engage candidates capable of creating and executing the vision and goals of Albany County Airport Authority and its board.
- **Build alignment** at the Board level on the Position's responsibilities and requirements through the investment of meaningful time in the earliest hours of the search on what competencies matter most.
- **Engage additional Stakeholders** that may have competing interests under the direction of the Board, such as neighborhood associations, not for profit organizations, business community, unions, etc. to ensure that everyone's voice is heard to prevent inaccurate media driven headlines of a closed door, backroom process.
- **Introduce and execute** a comprehensive search review process to ensure communication and feedback through each stage of the engagement, including but not limited to research findings, candidate identification and evaluation, interview preparation and scheduling, candidate ranking, offer development and negotiation, etc.

# Sample Timeline





# Fees and Expenses



- Our standard professional fee is 33 1/3 percent of the first year's total cash compensation. This fee is payable in thirds, with the first payment due when the assignment commences, the second payment in 30 days and the third payment in 60 days.
- While compensation ranges may vary significantly, based upon recent US Airport compensation data, we would anticipate a retainer for the CEO search of \$90,000 and for the CFO search, a retainer of \$80,000. Both fees will be capped at a maximum of \$100K each.
- We bill clients monthly for directly related expenses, which are costs incurred to identify and interview prospective candidates, e.g., out-of-pocket candidate and consultant travel.
- Indirect (administrative) expenses are 3 percent of the total retainer fee billed each month of the duration of the assignment. Indirect expenses are search-related expenses including system database management, data and analytics.

# Our Commitment to Diversity



## Commitment to Diversity, Equity, and Inclusion

Our firm is affiliated with Alliance for Board Diversity, is a funder of the Women's Business Collaborative, and has partnered with Deloitte, Executive Leadership Counsel (ELC), Hispanic Counsel on Corporate Social Responsibility (HACR), and LEAP on the research and publishing of the "Missing Pieces" report. The firm has invested in many organizations dedicated to representing affinity groups advocating on behalf of marginalized and/or diverse communities.

An important priority for Atlanta Regional Commission is fostering a more inclusive culture that reflects the diversity of its membership and community. At Diversified Search Group, we believe that talent is a key lever for achieving social change. We are passionate about diversity, equity, inclusion, and excellence. We are proud to have assumed a leadership role nationally with regard to diversity, equity, and inclusion and by placing candidates from a broad array of backgrounds. Our record demonstrates the intentionality and success of our work in this area: In 2023, 56% of our Nonprofit and Social Impact Practice's placements were people of color.



# Our Team



# Organizational Chart



**SONYA OLDS SOM**  
Global Managing Partner  
– Legal, Risk, Compliance  
& Government Affairs  
Practice Group



**ZACK DEMING**  
Managing Director and Practice  
Leader, Aviation, Transportation,  
and Logistics



**LIZ EWING**  
Managing Director and  
Co-Practice Leader,  
Financial Officers



**MACLEAN CRAIG**  
Managing Associate, CIO/  
CTO Practice





## Zack Deming

Managing Director and Practice Leader,  
Aviation, Transportation, and Logistics



Zack Deming specializes in executive searches for Aviation, Transportation, and Logistics clients and is based in Atlanta. With over a decade of executive search experience, Zack brings expertise in the human capital space with deep industry knowledge and a track record of helping private equity sponsors build world-class management teams within their portfolio companies.

### Education

- MBA, Goizueta Business School, Emory University
- BBA, Finance, Terry College of Business, University of Georgia

### Professional Affiliations and Leadership

- Board Member, ACI Logistix
- Board Member Emeritus, Terry College of Business, University of Georgia
- Member, Rotary Club of Downtown Atlanta

### Expertise

- Zack's areas of expertise include Board Director and Chair search, CEO Succession, and private capital.
- He has recently conducted executive and board searches for a broad range of clients across the airline, aerospace, and airport sectors, as well as third-party logistics, e-commerce/final mile, and broader industrial services.
- Zack also works closely with Private Equity sponsors to address talent needs within their portfolio companies in order to drive successful exits.

### Background

- Zack joined Diversified Search Group from another leading global search firm, where he was a senior client advisor in the firm's Civil Aviation Practice.
- He began his career on Capitol Hill, serving as a Staff Assistant in the US House of Representatives before spending time in financial services.
- Zack's board affiliations include ACI Logistix, he is board member emeritus for Terry College of Business University of Georgia, and an active member of the Downtown Atlanta Rotary Club of Atlanta.



## Sonya Olds Som, Esq.

Global Managing Partner  
Legal, Risk, Compliance, and  
Government Affairs

### Education

- JD, Cornell Law School (Cornell Black Lawyers Alumni Network Board Member; Cornell Law School Alumni Association Executive Board Member (Emerita))
- BA, English, with Honors, Kalamazoo College (Kalamazoo College Alumni Association Engagement Board Member)

### Professional Affiliations and Leadership

- National Bar Association (2023 Cora T. Walker, 2022 Gateway to Success; 2019 Presidential; and 2018 General Counsel Invitational Executive of the Year Awards)
- Hispanic National Bar Association (2018 Ally of the Year Award)
- Metropolitan Black Bar Association of New York (2019 Presidential Award)
- Quantum Leadership Foundation Vice President and Executive Committee Member
- American Writers Museum Board Member
- Girls Inc. of Chicago Board Member



Pairing a substantial background in executive search focused on the legal sector and as a practicing attorney with a demonstrated history of recognizing the significance of diverse and inclusive leadership, Sonya leads executive searches and consulting assignments and offers counsel to clients seeking to recruit top-tier professionals such as Chief Legal Officers, General Counsel, Board Members, Chief Diversity Officers, and other C-suite executives across various industries and geographies.

### Expertise

- Sonya is recognized for her dedication to forging meaningful connections among individuals and organizations. Her unrivaled ability lies in establishing strategic partnerships through a highly authentic, personalized, and consultative approach. Leveraging her extensive expertise in talent acquisition, diversity, equity, inclusion & belonging, and labor & employment law and immigration law, Sonya has successfully attracted premier industry talent on a global scale for various premier organizations.
- Sonya regularly provides thought leadership through industry panels, podcasts, the media, and social media. She supports organizations committed to strengthening their culture of diversity, equity, inclusion & belonging by positioning this as an integral component to successfully doing business.
- At the core of her Sonya's role is conducting executive searches across C-Suite roles and industries, as well as conducting DEIB consulting for organizations.

### Background

- Prior to joining Diversified Search Group, Sonya was an Executive Search Partner in Heidrick & Struggles' Chicago office and a member of the firm's Legal, Risk, Compliance, and Government Affairs Search, CEO & Board Search, and Diversity Advisory Services Practices.
- Preceding her time with Heidrick & Struggles, Sonya was a Partner at Major, Lindsey & Africa. For nearly a decade, she oversaw various areas of recruiting within the legal field, including developing and sourcing candidates, business development, and marketing. She was able to leverage a deep professional network throughout the legal industry to help place leaders in global legal departments and top law firms nationwide.
- Preceding her executive search career, Sonya was a law firm partner and practiced labor & employment and immigration law at several large law firms for over a decade, including leading immigration practice groups.





**Liz Ewing**  
**Managing Director and Co-Practice Leader, Financial Officers**

Liz Ewing serves as Co-Practice Leader for Diversified Search Group's Financial Officers practice and is a member of the firm's Board of Directors practice. Liz provides industry insights and leadership expertise across a diverse client base, including Fortune 500, small and medium-sized public and private companies, and private equity firms. She is based in the firm's New York office.

### Education

- MBA, The Wharton School of the University of Pennsylvania
- BA, University of Vermont

### Professional Affiliations and Leadership

- Executive Coach, Rutgers University Leadership Coaching for Operational Performance
- Former Board Chair, Westmont Montessori School
- Former Board Member, The Girl Scouts of Chicago

### Expertise

- Liz's industry expertise spans Finance, Board, and Compliance & Risk leadership and market trends.
- In addition to executive search, she is a leadership advisor and executive coach.
- Liz is pivotal in her position, managing client relationships across various industries and representing the company's functional capabilities both nationally and globally.

### Background

- Before her career in executive search, Liz served as the Treasurer of Ondeo Nalco, a multi-national specialty chemical company.
- While at Ondeo Nalco, Liz had responsibility for areas including capital structure; corporate finance/capital markets; mergers & acquisitions valuation, negotiation and structuring; cash management/treasury operations; currency, interest rate and commodity risk management; employee benefit plan asset management; insurance risk management; and credit and collections.
- Prior to Ondeo Nalco, Liz was with Chemical Bank (now JPMorgan Chase & Co.) and Société Générale in commercial and investment banking roles.



**Mac  
Craig**  
Managing Associate,  
CIO/CTO Practice

### Education

- BA, Sociology & Psychology, Hunter College

MacLean "Mac" Craig is a Managing Associate based in the New York office of Diversified Search Group, working primarily in the technology function. For over 10 years, Mac has helped clients of varying levels in size and industry identify, attract, and retain top talent within the information technology function.

### Expertise

- He has placed CIOs, CTOs, CSOs, and all other functional levels of IT professionals at Fortune 100 institutions in the financial services, professional services, industrial, consumer, healthcare, and technology sectors.
- Leveraging a rigorous, research & knowledge management background, he approaches the search process in a thorough and targeted manner to best meet clients' needs.

### Background

- Mac's career in search began at Coleman Research Group in New York, where he worked as a Research Associate and Recruiting Associate in the firm's Technology, Media, and Telecommunications practice.
- At Coleman Research Group, he performed primary research services for various institutional clients, including over 200 hedge funds, private equity firms, and management consulting firms.
- Mac worked as a consultant in the technology practice at Marlin Hawk. There, he managed full life-cycle recruitment and market intelligence projects for a variety of Fortune 500 clients in all industries, with a focus on the information technology function.
- Prior to his time at Marlin Hawk, Mac worked as a Senior Analyst and Global Knowledge Manager in the technology practice at Korn Ferry, where he supported a team of 93 senior associates, senior client partners, principals, and managing directors on various strategic initiatives, research needs, and business development efforts.



# Leadership Assessment



# DSG Leadership Assessment

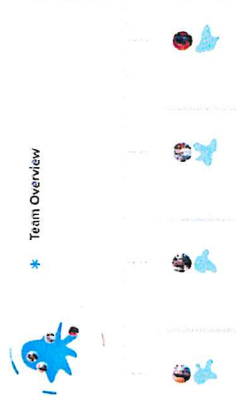


**WISNIO**

Actionable talent insights for building and developing high performing teams.

- Market and Expert Intelligence
- In-Depth Interview
- Data-Driven Hiring Tools
- 360° Referencing
- Psychometrics
- Candidate Diligence

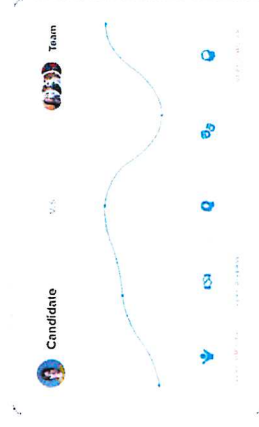
Scientific Assessments &  
AI-Powered Insights



Team Analysis & Integrated  
Development Tools



Candidate Profiles &  
Interview Insights





# Wisnio makes powerful talent data fast and actionable to support business leaders with their most critical people decisions.



- **Wisnio features:**

- **Scientific assessments & AI-powered insights:** Rigorous, scientifically backed assessments combined with advanced AI algorithms to analyze the data. Our advanced AI tools transform raw data into actionable insights.
- **Team analysis & integrated development tools:** Onboarding and team development tools help new team members integrate into the team and shape an environment where everyone can perform at their peak.
- **Candidate profiles & interview insights:** Access concise candidate profiles enriched with behavioral assessments, interview feedback, and AI-generated insights. Enter every interview well-prepared, with tailored questions for an in-depth, insightful interview with each candidate.

- **AI-powered talent insights:**

- **See beyond the resume:** Get a comprehensive understanding of the core values, competencies, and behavioral strengths of each candidate. Use Wisnio's job analysis tools and predefined scorecards to craft a thorough job brief quickly.
- **Wisnio AI:** Evaluates the data, producing comprehensive candidate reports and interview guides. Integrated tools for interviewing, onboarding, and team development make the insight actionable.
- **Predict team alignment:** Evaluate how each candidate will integrate with, complement, and enhance your existing team dynamics.

# Exhibit D





# Proposal Acknowledgment Form



Exhibit D(1):

## PROPOSAL ACKNOWLEDGMENT FORM

The Proposer acknowledges that he/she has carefully examined the RFP, the attached Agreement draft and the proposed location/s for his/her proposed operations.

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

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

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

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

Name of Proposer: Diversified Search LLC  
Signature of Authorized Person: [Signature]  
Title: COO  
Business Address of Proposer: 2500 Market Street, 33rd Floor, Philadelphia, PA 19103  
Business Phone Number: 215.732.6666  
Date: January 14 2025  
Subscribed and sworn to before me this 14 day of January, 2025

# Non-Collusion Affidavit

Exhibit D(2):

## 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 Pennsylvania COUNTY OF Philadelphia

BEFORE ME, the undersigned authority, a Notary Public in and for the State of Pennsylvania on this day personally appeared Stephen S. Morreale, who after being by me duly sworn did depose and say: I, Stephen Morreale, am a duly authorized officer/agent for Diversified Search LLC 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: Diversified Search LLC

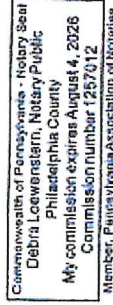
2005 Market Street, 33rd Floor, Philadelphia, PA 19103

Telephone and Fax Numbers: 215.732.6666

By: [Signature] Name & Title Stephen S. Morreale  
COC

SUBSCRIBED AND SWORN to before me by the above-named on this  
14 day of January 2023.

[Signature]  
Notary Public in and for the State of NY





# Offerer Disclosure of Prior Non-Responsibility Determinations



Exhibit D(3):

## Offerer Disclosure of Prior Non-Responsibility Determinations

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

Diversified Search LLC

Address: 2005 Market Street, 33rd Floor, Philadelphia, PA 19103

Name and Title of Person Submitting this Form: Steve Morreale, COO

Contract Procurement Number: SC-1207

Date: January 14, 2025

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

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?

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):

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

6. If yes, please provide details below.

Governmental Entity:

Date of Termination or Withholding of Contract:

Basis of Termination or Withholding:

(Add additional pages as necessary)

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

By: [Signature]

Signature

Date: January 14, 2025

Name: Steve Morreale

Title: COO



## Obtained Request for Bid Affidavit

Exhibit B(4):

### OBTAINED REQUEST FOR BID AFFIDAVIT

I, being an authorized representative of the named organization / company, certify that I obtained the request for bid documents from the Albany County Airport Authority Purchasing Office. I understand that no bid shall be considered unless the organization making this bid has first obtained a copy of this Request for Bid from the Albany County Airport Authority Purchasing Office.

Signature \_\_\_\_\_ Agent

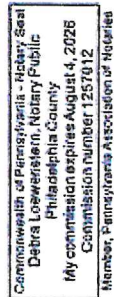
Steve Morreale, COO

Print or Type Name:

Address 2005 Market Street, 33rd Floor, Philadelphia, PA 19103

Phone: 215.732.6666

SUBSCRIBED AND SWORN to before me by the above named on this 14 day of January, 2025.



Detra Loewerstein  
Notary Public in and for  
State of New York



## **Insurance Requirement Affidavit**



Additional insurance information can be provided by the agent within the appointed time period upon further request.



# Work Force Composition

Exhibit D(7):

## WORK FORCE COMPOSITION

Diversified Search LLC 215.732.6666

Name of Firm Phone Number

2500 Market Street, 33rd Floor, Philadelphia, PA 19103

Address City State Zip Code

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     | 34/62                |        | 29/44  |  | 3/13            |  | 1/1   |  | 1/1      |  | 1/4       |
| Professional        | 28/102               |        | 19/71  |  | 4/16            |  | 3/8   |  | 2/7      |  |           |
| Technical           |                      |        |        |  |                 |  |       |  |          |  |           |
| Sales Workers       |                      |        |        |  |                 |  |       |  |          |  |           |
| Office Workers      | 2/41                 |        | 2/31   |  | 0/7             |  | 0/3   |  |          |  |           |
| Semiskilled Workers |                      |        |        |  |                 |  |       |  |          |  |           |
| Unskilled Workers   |                      |        |        |  |                 |  |       |  |          |  |           |
| Apprentices         |                      |        |        |  |                 |  |       |  |          |  |           |
| Seasonal            |                      |        |        |  |                 |  |       |  |          |  |           |
| Temporary           |                      |        |        |  |                 |  |       |  |          |  |           |
| Part Time           |                      |        |        |  |                 |  |       |  |          |  |           |
| TOTAL               | 64/204               |        | 50/146 |  | 7/36            |  | 4/12  |  | 3/11     |  |           |

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

Remarks:



# References



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

1. Company Name: City of Atlanta  
Contact Person: LaChandra Burks  
Title: Chief Operating Officer  
Address: [lburks@atlantaga.gov](mailto:lburks@atlantaga.gov)  
Phone: (404) 546-7662
2. Company Name: Hartsfield Jackson International  
Contact Person: Balram "B" Bheodari  
Title: General Manager (Former)  
Address: [balram.bheodari@me.com](mailto:balram.bheodari@me.com)  
Phone: (404) 456-1599
3. Company Name: Southeastern Pennsylvania Transportation Authority (SEPTA)  
Contact Person: Jeff Missan  
Title: Director, Recruitment and Talent Management  
Address: [jmissan@septa.org](mailto:jmissan@septa.org)  
Phone: (215) 580-8095

# Thank you!

January 16, 2025

 **DIVERSIFIED**SEARCH GROUP





## **AGENDA ITEM NO. 10.2**

**Purchase Order: Purchase of one (1) Aircraft Tractor  
for the Fixed Base of Operations from  
Aero Specialties, Inc. per their quote numbered  
AS1Q30949**

AGENDA ITEM NO: 10.2  
MEETING DATE: August 18, 2025

ALBANY COUNTY AIRPORT AUTHORITY  
REQUEST FOR AUTHORIZATION

ACAA Approved  
08/18/2025

**DEPARTMENT:** *Finance*

Contact Person: *Margaret Herrmann, Acting Chief Financial Officer*

**PURPOSE OF REQUEST:**

Purchase Order: *Purchase of one (1) Aircraft Tractor for the Fixed Base of Operations from Aero Specialties, Inc. per their quote numbered ASI030949*

**CONTRACT AMOUNT:**

Contract Amount: \$ 61,458.97

Estimated Shipping: \$ 5,197.00

**BUDGET INFORMATION:**

Anticipated in Current ALB Capital Plan: Yes ☒ No ☐ NA ☐

**FISCAL IMPACT – FUNDING \*** (Dollars or Percentages)

Federal 0% State 0% Airport 100% NA ☐  
Funding Source: 2290-Capital Equipment

**JUSTIFICATION:**

*This request is to purchase a new Aircraft Tractor for the Fixed Base of Operations. The Towing capacity is 60,000 lbs. This tractor is used to move medium to small cabin aircrafts. Three comparable quotes were obtained and the attached quote reflects the best available price.*

**CHIEF EXECUTIVE OFFICER'S RECOMMENDATION:**

*Recommend approval.*

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

*Standard purchase order will be issued.*

**PROCUREMENT DEPARTMENT APPROVAL:**

*Procurement complies with Authority Procurement Guidelines and Acting Chief Financial Officer has approved.* YES ☒ NA ☐



AGENDA ITEM NO: 10.2  
MEETING DATE: August 18, 2025

**BACK-UP MATERIAL:**

- *Recommendation Memo to Purchasing Agent*
- *Quote*



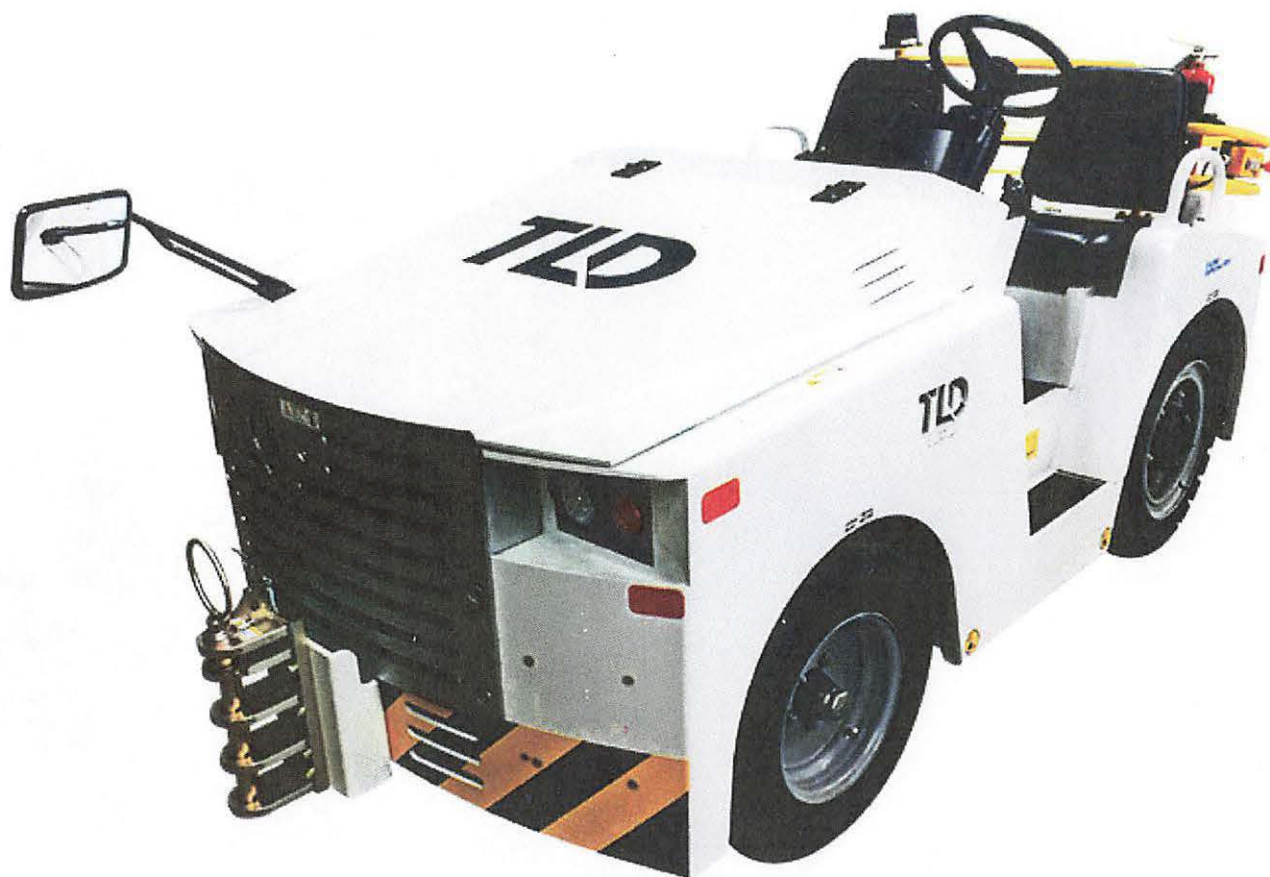
Bobbi,

Million Air recommends the purchase of the TLD JST-30D Tractor. This unit will be used for moving medium to small cabin for the GA operation. Million Air has tried and tested this unit along with the other units quoted. It comes in at the best price and best suits the needs of the operations.

Sincerely,

Brian King  
Million Air Albany General Manager







11175 W. Emerald Street  
Boise, ID 83713  
United States of America  
+1 208-378-9888  
+1 208 378-9889  
sales@aerospecialties.com  
[www.aerospecialties.com](http://www.aerospecialties.com)



Quote Number: AS1Q30949

Date of Quote: 07-21-2025

Quote Valid Through: Aug 21, 2025

**Sold To:****Albany County Airport Authority**

737 Albany Shaker Road  
Albany, NY 12211

**Ship To:****Million Air Albany**

Brian King  
16 Jetway Drive  
Albany, NY 12211  
USA

**Your Sales Rep:****Tony Cale**

GSE Sales Manager

Phone: +1 208-378-9888

Email: [tonyc@aerospecialties.com](mailto:tonyc@aerospecialties.com)

| Ship Via | Incoterms | Payment Terms | Reference |
|----------|-----------|---------------|-----------|
| T10      | DAP       | N30           |           |

Thank you for your interest in AERO Specialties. Attached is the quote along with additional information requested. We appreciate the opportunity to earn your business. If you have any questions please let me know.

| Part #  | Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Lead Time              | Qty | Unit Price  | Ext. Price  |
|---------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|-----|-------------|-------------|
| JST-30D | <p>New TLD JST-30D Tractor, 6160 DBP capacity, 2 wheel drive, Deutz or Cummins Tier 4F diesel engine (customer choice), industrial Graziano PST-2 automatic transmission with safety interlock, standard power steering and 4 wheel disk brakes.</p> <p>STANDARD FEATURES:</p> <ul style="list-style-type: none"> <li>· Engine high temp &amp; low oil pressure safety shutdown</li> <li>· Engine low coolant level warning</li> <li>· 12 VDC System with battery master switch</li> <li>· Anti restart ignition key</li> <li>· Flashing beacon (Amber)</li> <li>· LED lighting system: Turn signal, stop lamps, headlights, hazard lights, rear light protector</li> <li>· Reverse light and reverse buzzer</li> <li>· Power steering / power braking systems</li> <li>· 4-wheel power disc brakes</li> <li>· Two seats (driver &amp; passenger) with seat belt</li> <li>· H/D Rear hitch remotely controlled by the driver</li> <li>· Anti-skid floor</li> <li>· Front tire 185R14LT / Rear tire 28x9-15NHS</li> </ul> <p>Warranty: Two Years<br/>Dimensions: L: 125 in (3175 mm) W: 57 in (1440mm) H: 59 in (1495mm) Weight: 9560 lbs (4350kg)</p> | <b>14-18 weeks ARO</b> | 1   | \$61,458.97 | \$61,458.97 |



| Part # | Description | Lead Time | Qty | Unit Price | Ext. Price |
|--------|-------------|-----------|-----|------------|------------|
|--------|-------------|-----------|-----|------------|------------|

*The following options are installed on quoted tractor:*

3002 - Front LED working light  
 3005 - Keyless ignition switch  
 3008 - Front lights protection grid  
 3013 - Plastic bumpers on sides  
 3017 - Front hitch - three levels with pin dia. 30mm  
 3022 - Keyless engine hood lock

TAX      The quoted prices do not cover taxes and duties, which may be added at the time of payment unless a tax-exempt certificate is provided.

## Totals

### FOR UNITED STATES CUSTOMERS ONLY:

Due to laws concerning sales tax collection in the USA's various states, AERO Specialties will now collect sales tax from all customers that are not tax-exempt. The state/county's sales tax will be charged at the time of invoicing. Please provide your exemption documentation or relevant information during order placement if you are a reseller or a tax-exempt customer.

|                           |                    |
|---------------------------|--------------------|
| <b>Subtotal</b>           | \$61,458.97        |
| <b>Estimated Tax</b>      | \$0.00             |
| <b>Estimated Shipping</b> | \$5,197.00         |
| <b>Grand Total</b>        | <b>\$66,655.97</b> |

Lead times are quoted in business days and subject to change.

**Deposit Required      \$0.00**

### BEWARE OF CYBER FRAUD!

*Before wiring any funds, call the AERO Specialties representative at a number you know is valid to confirm the instructions and be wary of any request to change wire instructions you have already received.*

We greatly appreciate and value your business and want to ensure transparency in all aspects of our customer relations. Starting on January 1, 2025, we will be implementing a small card processing fee for all credit card transactions on orders valued at \$5,000.00 USD and above. This fee is necessary due to the rising costs associated with card processing.

## Quotation Notes and Acceptance

**To accept and purchase the equipment on this quotation, sign below and return:**

Acceptance Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

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





## About AERO

AERO Specialties provides complete aircraft and airport ground support equipment (GSE) solutions to corporate, FBO, MRO, military, airline, and general aviation customers worldwide. AERO manufactures and distributes industrial-grade, high-quality new, used, and refurbished aircraft GSE.

AERO OEM aircraft Towbars & Heads, Oxygen & Nitrogen Service Systems, Lavatory & Potable Water Service Carts, Maintenance Stands, Hydraulic Power Units and JetGo Ground Power Units utilize technologically advanced parts, and materials designed to protect aircraft and customers' equipment investments. As an authorized distributor for TLD, and many others, AERO can meet most equipment requirements.

With over 30 years of experience and over 21,000 active customers, we are one of the premier suppliers of aircraft GSE to aviation markets across the globe. The diversity of our catalog and our expertise makes us the preferred GSE supplier to many organizations such as Signature Flight Support, ASIG, Jet Aviation, ExecuJet, Atlantic Aviation, Landmark Aviation, Air Canada, JetBlue, Southwest Airlines, Delta Airlines, Alaska/Horizon Airlines, Embraer, Bombardier, Gulfstream, Lockheed Martin Co, Raytheon, Leonardo, General Atomics, Boeing and Airbus Military, USAF, and the US NAVY (to name only a few).

AERO's dedication to customer service and industry experience is unmatched. AERO Specialties sales and support staff understand aircraft handling and maintenance and are ready to assist and advise on the proper equipment needed for your specific application. Combine this with our team of professionally certified mechanics and engineers, revered customer service, and an online parts store, and you have the best aircraft GSE supplier in the business. Regardless of your type of operation or global location, AERO Specialties will provide the perfect solution to your ground support equipment and aircraft servicing needs.



## STANDARD TERMS AND CONDITIONS OF SALE

of AERO Specialties, Inc.

**ARTICLE 1 - SALES CONTRACTS-** AERO Specialties, Inc. (herein called the "Seller") sells all products and services only upon these standard terms and conditions, which, unless otherwise agreed by the Seller in writing, shall be a part of the contract therefore and shall supersede any inconsistent terms on customers purchase order, notwithstanding any contrary terms that may appear therein. An order placed with the Seller must be in the form of a written purchase order. The issuance of a purchase order, confirmation or acknowledgment by customer shall be deemed to evidence and authenticate the customer's acceptance of these standard terms and conditions.

All proposals, quotations, bids or other similar communications from the Seller will be considered invitations to customer to submit an offer to contract in the form of a written purchase order. A binding sales contract will result when the Seller accepts the customer's order by mailing a letter of acceptance, or an acknowledgment copy of an entered order, to the customer. All such sales contracts shall be governed by the laws of the State of Idaho, U.S.A., but not its conflicts of laws provisions. Upon receipt of customer's order, the Seller, at its sole discretion shall evaluate customer's then current performance of payment to the Seller, other suppliers and creditors, the Seller's acceptance of customer's order is subject to the Seller's satisfaction with such payment performance.

### **ARTICLE 2- TERMS OF PAYMENT-**

Terms are net 30 days (upon written credit approval authorization by Seller) from EXW date unless otherwise provided in the Seller's proposal or invoice. When an account becomes past due according to its terms, interest will be charged at a rate of 1 1/4% per month on all balances until paid in full. If an account is turned over for collection, the customer will be responsible for Seller's costs and expenses of collection, including reasonable attorneys' fees.

If delivery in installments is quoted by the Seller or required by customer's order, failure of customer to make any payment when due as provided for in the sales contract shall give the Seller the right to suspend work or delivery until such payment is made. In the event that any such default by customer continues for more than 15 days after the date due, the Seller may at any time thereafter cancel the sales contract by written notice faxed, mailed or telegraphed to customer and thereupon be entitled to recover the cancellation charges set forth in Article 8. In addition, the Seller shall have the right to repossess without process any previously delivered equipment, parts or products which have not been paid for in full. In the event the Seller suspends work on customer's order due to customer's failure to make payment at the time provided for in the sales contract, any claim by customer against the Seller for delay in completion of the work shall be waived and barred.

**Security Interest.** You grant to Seller and Seller will retain a purchase money security interest under the Uniform Commercial Code in all goods purchased from Seller until the goods are paid in full. If you fail to pay for the goods as agreed, Seller may repossess any goods in which it retains a security interest and Seller shall have all the rights and remedies of a secured creditor under the Uniform Commercial Code. You authorize Seller to file financing statements covering the goods.

**ARTICLE 3- PRICES-** Unless otherwise specifically and conspicuously stated in a written quotation, order acknowledgement, or other document signed by the Seller, the price of any equipment, parts or products shall be the price for such equipment, parts or product in effect at the time of shipment.

### **ARTICLE 4- SHIPPING; DELIVERY-**

Shipping dates are subject to review at the time customer's order is accepted and will be determined at that time on the basis of the Seller's then current shipping commitments. Shipping dates are quoted in good faith, the Seller, however, will not be liable for loss or damage due to delay or failure to make delivery when such delay or failure is caused by fire, strike, civil or military authority, war, hostilities, governmental action, failure of suppliers to make delivery as scheduled, or any other cause beyond the Seller's reasonable control, including delay or interruption in manufacture, shipment or installation caused by customer.

Unless otherwise stated, all sales are EXW (Ex Works) (Incoterms 2010). Risk of loss or damage to products shall remain with Seller until delivery of the goods in accordance with the applicable Incoterm.

Any unit not shipped after 90 days from EXW (Ex Works- factory location) (Incoterms 2010) (Green Tag) date will generate a cost of 0.5% of the Selling price of the Unit that will be invoiced by the Seller to the customer

**ARTICLE 5 - WARRANTY-** Unless otherwise provided, the only warranty, which the Seller makes in connection with its equipment, parts and products, is the published AERO SPECIALTIES general warranty conditions. Receipt of information from the customer and delivery by the Seller of equipment, parts or products specified in customer's order does not imply a warranty by the Seller that the equipment, parts or products so delivered will be suitable for the purposes disclosed. IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE ARE EXCLUDED.

**ARTICLE 6 - LIMITATION OF LIABILITY-** IN NO EVENT SHALL THE SELLER BE LIABLE FOR ANY SPECIAL, INDIRECT, INCIDENTAL OR CONSEQUENTIAL DAMAGES, including loss of profits, in connection with its acceptance of customer's order or in connection with the manufacture, delivery or installation of the equipment, parts or products so ordered, whether customer's claim for such damages be based upon failure or delay of delivery, breach of guaranty or warranty or otherwise.

**ARTICLE 7 - RETURNS-** Any equipment, part or product, which is returned under warranty, may be so returned only with the prior written approval of the Seller's home office, which approval will not be unreasonably withheld. Equipment, parts or products for which return is authorized must be shipped prepaid to the Seller's warehouse or a AERO SPECIALTIES Factory as advised in the written approval. A re-stock fee of up to 15% may be applied to the return depending upon condition of product and circumstance of return.

**ARTICLE 8 - CANCELLATION CHARGES-**

In case of any contract cancellation by the customer:

A 20% penalty of the total contract amount will be levied if cancellation occurs during the 60 days prior to the original expected date of shipment.

A 50% penalty of the total contract amount will be levied if cancellation occurs after the original expected date of shipment

In the event customer causes delays, or otherwise materially hampers or interrupts the Seller's manufacture, shipment or installation or equipment, parts or products, the Seller may terminate the sales contract and customer shall pay the Seller the applicable cancellation charges set forth above.

**ARTICLE 9 - DESIGN PROTECTION-** No rights in designs, trade names, trademarks, and copyrights of merchandise delivered hereunder shall pass to customer and customer agrees not to reproduce or simulate or cause or knowingly allow to be used, reproduced or simulated, either directly or indirectly, such designs, trade names, trademarks and copyrights.

**ARTICLE 10 - SERVICES-** The provisions of these Standard Terms and Conditions relating to sales contracts, terms of payment price, and limitation of liability are applicable to any services sold by the Seller whether separately or in conjunction with an equipment order.



## **AGENDA ITEM NO. 10.3**

**Issue Purchase Order for Electric Service Repair  
near the Air Guard Hangar done by  
National Grid**

AGENDA ITEM NO: 10.3  
MEETING DATE: August 18, 2025

ALBANY COUNTY AIRPORT AUTHORITY  
REQUEST FOR AUTHORIZATION

**DEPARTMENT:**

ACAA Approved  
08/18/2025

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

**PURPOSE OF REQUEST:**

*Issue Purchase Order for Electric Service Repair near the Air Guard Hangar done by National Grid*

**CONTRACT AMOUNT:**

Total Amount: \$66,497.54

**BUDGET INFORMATION:**

Federal Airport Improvement Program

Anticipated in Current ALB Capital Plan : Yes\_\_\_ No ✓ NA

Funding Account No.: Capital

**FISCAL IMPACT – FUNDING**

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

Term of Funding: 2025-2026

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

**JUSTIFICATION:**

*Request is made to approve a Purchase Order for \$66,497.54 to National Grid of Albany, New York. Due undermining of the Airport interior perimeter road, a storm drainage pipe was found to be falling apart. Airfield Maintenance was attempting to excavate to the top of the pipe to make temporary repairs to maintain the roadway until weather conditions allowed for replacement of the pipe. While removing the soil from atop the pipe, the excavator hit a National Grid electrical feed to the Air Guard facility, which resulted in a power outage for that facility. National Grid made the necessary repairs (temporary) to re-energize the Air Guard. Since then National Grid has submitted a proposal to make permanent repairs and move the power line out of the way to allow Air Field maintenance to replace the drainage pipe safely.*

**CHIEF EXECUTIVE OFFICER'S RECOMMENDATION:**

*Recommend approval.*



AGENDA ITEM NO: 10.3  
MEETING DATE: August 18, 2025

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

**PROCUREMENT DEPARTMENT APPROVAL:**

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

**BACK-UP MATERIAL:**

*Please refer to attached National Grid proposal.*



August 1, 2025

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

**Re: Electric Service Proposal 31166050  
845 Watervliet Shaker Rd, Latham, NY 12110**

Enclosed please find an Electric Service Proposal for your request to relocate the National Grid facilities as described below:

*Install two UR6 splice boxes, cut the pavement, excavate a 50-foot trench, and place two 4-inch PVC conduits, encasing them in concrete. Additionally, install approximately 50 feet of three-phase underground primary cable, splicing the cables, and removing the old cable at 845 Watervliet Shaker Rd, Latham, NY 12110.*

This project falls under PSC No. 220 Tariff Rule 28.1. Rule 28.1 requires that the customer pay all costs associated with the project. Under this rule, there is an estimated cost to you in the amount of \$66,497.54.

**NOTE:** *If you have an applicable tax exemption certificate, please forward along with this signed proposal.*

If this Proposal is acceptable, please sign and return this letter. Upon receipt of your acceptance, you will be billed under separate cover in the amount of \$66,497.54. This estimate is valid for 90 days from the date of this letter.

This work will be scheduled upon receipt of this signed proposal, payment of invoice, and completion of all responsibilities as outlined in the attached proposal.

The breakdown of these estimated charges are as follows:

|                               |                    |
|-------------------------------|--------------------|
| Labor, Expenses, & Fringes    | \$19,346.93        |
| Materials & Handling          | \$10,903.10        |
| Transportation                | \$5,515.61         |
| External Cost                 | \$8,500.00         |
| Overheads                     | \$22,231.90        |
| Sub-Total                     | \$66,497.54        |
| Taxes                         | \$0.00             |
| <b>Total Estimate Charges</b> | <b>\$66,497.54</b> |

Pursuant to PSC No. 220, you are responsible for the actual costs of this project. Upon project completion, costs will be reconciled to actual costs. The Company will subsequently bill you if our costs run over the invoiced amount or refunded the difference if costs run below the invoiced amount. You are responsible for all invoiced amounts.

Should you have any questions, please contact me at (518) 949-7693.

Sincerely,  
Tanner Stewart



Consumer Representative  
Regional Account Services  
National Grid

**I ACCEPT AND AGREE TO BE BOUND BY THE TERMS OF THIS PROPOSAL:**

Print Name: \_\_\_\_\_

Title:  
(if applicable) \_\_\_\_\_

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

Date: \_\_\_\_\_

By signing this agreement, the signatory represents and warrants that he or she is duly authorized and has legal capacity to execute, deliver, and bind the party to this agreement.

**ELECTRIC SERVICE PROPOSAL 31166050**

**Albany County Airport Authority  
845 Watervliet Shaker Rd, Latham, NY 12110**

|                                        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
|----------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Service Work Request:</b>           | 31166050                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| <b>Electrical Contractor:</b>          | Ray Camilli                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>Customer's Contribution:</b>        | \$66,497.54                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>Billing Party:</b>                  | Albany County Airport Authority                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| <b>Customer's Responsibilities:</b>    | <ul style="list-style-type: none"><li>➤ Return signed Proposal cover letter, if accepted</li><li>➤ Provide all necessary right-of-way easements</li><li>➤ Notify National Grid if any changes in the Billing Party occur</li><li>➤ Payment in full, upon receipt of invoice</li><li>➤ Provide copy of Tax-Exempt Certificate (if applicable)</li><li>➤ Adherence to applicable Electric Service bulletin(s)<br/><u>Electric Specifications (site.com)</u></li></ul> |
| <b>National Grid Responsibilities:</b> | Site preparation for installing splice boxes and underground primary cable, including trenching, conduit placement, and removal of old cable.                                                                                                                                                                                                                                                                                                                       |
| <b>Construction Lead Time:</b>         | <p>Approximately 4-6 weeks will be necessary for construction. Upon receipt of payments, permits, right-of-way and the signed Agreement, this project will be added to National Grid's construction schedule.</p> <p><b>Note: Payment must be made upon receipt of invoice. The correct mailing address for payments will be noted on the invoice you receive.</b></p>                                                                                              |
| <b>Customer Communications Update:</b> | If a progress report is needed during construction, including the expected date for the Owners project completion, the expected completion date for the utility's work, and confirmation of the expected date for the service connection of permanent power, please contact the Company Job Owner at the number listed below.                                                                                                                                       |
| <b>Remarks:</b>                        | <p>This Proposal is based upon projected cost and rate schedule provisions in effect at the date of this proposal and will be withdrawn if not accepted within 90 days of the date of this Proposal.</p> <p>This proposal and all attached documentation are proprietary property of National Grid and can only be used for its intended purpose and shall not otherwise be disclosed.</p>                                                                          |
| <b>Prepared By:</b>                    | <i>Tanner Stewart</i><br>Regional Account Services (518) 949-7693                                                                                                                                                                                                                                                                                                                                                                                                   |



## **AGENDA ITEM NO. 10.4**

**Approve the Purchase of One(1) Aircraft  
Deicing Vehicle Contract #E-1245 from:  
Textron, Inc., 41 Busch Drive, Cartersville, GA  
30121**

AGENDA ITEM NO: 10.4  
MEETING DATE: August 18, 2025

ALBANY COUNTY AIRPORT AUTHORITY  
REQUEST FOR AUTHORIZATION

**DEPARTMENT:**

ACAA Approved  
08/18/2025

Contact Person: *Margaret Herrmann, Acting Chief Financial Officer*

**PURPOSE OF REQUEST:**

*Approve the Purchase of One(1) Aircraft Deicing Vehicle Contract #E-1245 from:  
Textron, Inc., 41 Busch Drive, Cartersville, GA 30121*

**CONTRACT AMOUNT:**

|                    |                     |
|--------------------|---------------------|
| Base Amount:       | \$ 436,000.00       |
| Shipping/Delivery: | <u>5,000.00</u>     |
| Total:             | <u>\$441,000.00</u> |

**BUDGET INFORMATION:**

Anticipated in Current Budget: Yes ✓ No     

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

Federal      State      Airport 100%  
Funding Source: Airport Capital Budget

**JUSTIFICATION:**

*Request is made to approve the purchase of one (1) Aircraft Deicing Vehicle for use by Million Air to deice commercial and general aviation aircrafts. Purchase of this vehicle will ensure adequate equipment is available during the upcoming winter season. A Request for Bid was released and two bids were received on July 30, 2025. The lowest priced bid received was from Textron, Inc. Both bids were reviewed by the Million Air Manager, Brian King and AvPorts Assistant Maintenance Manager, Chris Pasquini. They have approved the equipment bid and recommend purchase of this vehicle.*

**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 Acting Chief Financial Officer has approved. YES ✓ NA*



AGENDA ITEM NO: 10.4  
MEETING DATE: August 18, 2025

**BACK-UP MATERIAL:**

*Certified Bid Tabulation and Department recommendations for Award.*

**CONTRACT #E-1245**  
**One (1) Aircraft Deicing Vehicle**

|                    |                 |                         |
|--------------------|-----------------|-------------------------|
| Company Name       | Textron Inc.    | Global Ground Support   |
| Minimum Specs Met  | NO              | NO                      |
| Make/Model         | Premier MT43P21 | Ultimate ONE-G-2200SE-B |
| Base Bid Price     | \$436,000.00    | \$499,900.00            |
| Shipping/Delivery  | \$5,000.00      | \$8,450.00              |
| Total              | \$441,000.00    | \$508,350.00            |
| Offerer Disclosure | X               | X                       |
| Non-Collusion      | X               | X                       |
| References         | X               | X                       |
| Acknowledgment     | X               | X                       |

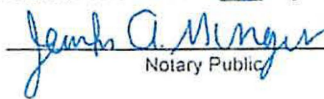
I, Bobbi Matthews, certify that this bid tabulation is a true copy of the prices submitted by each bidder for the bid (IFB) shown above.

Albany Airport Authority Purchasing Department



Bobbi Matthews  
Purchasing Agent

Sworn to before me this 30<sup>th</sup> day of July 2025

  
Notary Public

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





## Bobbi Matthews

---

**From:** Brian King <bking@millionair.com>  
**Sent:** Monday, August 11, 2025 11:07 AM  
**To:** Bobbi Matthews; Chris Pasquini  
**Cc:** Margaret Herrmann; Kathryn Kane  
**Subject:** Re: Recommendation for award / Contract # E-1245

Bobbi,

Million Air's recommendation is the Textron Premier Deicer.

Sincerely,

Brian King  
General Manager  
Million Air - Albany  
O. 518.242.2444 | C. 845.709.0171  
16 Jetway Drive, Albany, NY 12211  
@MillionAir\_FBOs





## **Bobbi Matthews**

---

**From:** Chris Pasquini  
**Sent:** Tuesday, August 12, 2025 7:45 AM  
**To:** Bobbi Matthews; Brian King  
**Cc:** Margaret Herrmann; Kathryn Kane  
**Subject:** RE: Recommendation for award / Contract # E-1245

Bobbi,  
AvPorts recommendation is the Textron Premier Deicer.

Thank you



**Chris Pasquini**

Albany International Airport   
Assistant Maintenance Manager

**(518) 242-2379** Work

**[cpasquini@albanyairport.com](mailto:cpasquini@albanyairport.com)**

130 Sicker Road

Latham, New York 12110

United State of America

[Albanyairport.com](http://Albanyairport.com)

## **AGENDA ITEM NO. 10.5**

**Purchase Order: Purchase of one (1) Beltloader  
for the Fixed Base of Operations from  
Aero Specialties, Inc. per their quote numbered  
AS1Q30859**



AGENDA ITEM NO: 10.5  
MEETING DATE: August 18, 2025

ALBANY COUNTY AIRPORT AUTHORITY  
REQUEST FOR AUTHORIZATION

**DEPARTMENT:** *Finance*

**ACAA Approved**  
**08/18/2025**

**Contact Person:** *Margaret Herrmann, Acting Chief Financial Officer*

**PURPOSE OF REQUEST:**

**Purchase Order:** *Purchase of one (1) Beltloader for the Fixed Base of Operations from Aero Specialties, Inc. per their quote numbered ASI030859*

**CONTRACT AMOUNT:**

**Total Contract Amount:** *\$67,913.75*

**Estimated Shipping:** *\$2,750.00*

**BUDGET INFORMATION:**

**Anticipated in Current ALB Capital Plan:** Yes ☒ No ☐ NA ☐

**FISCAL IMPACT – FUNDING \* (Dollars or Percentages)**

**Federal** 0% **State** 0% **Airport** 100% **NA**         
**Funding Source:** 2290-Capital Equipment

**JUSTIFICATION:**

*This request is to purchase a new TLD NBL-RD Beltloader for the Fixed Base Tractor for the Fixed Base of Operations. The beltloader is capable of handling narrow and wide body aircraft. This will be used for GA Charters and if needed for commercial diversions. Three comparable quotes were obtained and the attached quote reflected best available price. The availability of equipment and number of vendors offering this type of equipment specific to our needs is limited.*

**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 Acting Chief Financial Officer has approved.* YES ☒ NA ☐

**AGENDA ITEM NO: 10.5**  
**MEETING DATE: August 18, 2025**

**BACK-UP MATERIAL:**

- *Recommendation Memo to Purchasing Agent*
- *Quote*





Bobbi,

Million Air recommends the purchase of the TLD NBL-FD belt loader. This unit will be used for GA charters and can be used for commercial diversion of all narrow and wide body aircraft. Million Air has tried and test this unit along with the other units quoted. The TLD NBL-FD best suits our operations needs and comes in at the best price.

Sincerely,

Brian King  
Million Air Albany General Manager

A green rectangular logo with the word "KALB" in white capital letters.

KALB

Million Air Albany  
16 Jetway Dr  
Albany NY 12211  
(518) 242-2444  
(518) 242-2488 fax  
[www.millionair.com](http://www.millionair.com)







11175 W. Emerald Street  
Boise, ID 83713  
United States of America  
+1 208-378-9888  
+1 208 378-9889  
sales@aerospecialties.com  
[www.aerospecialties.com](http://www.aerospecialties.com)



Quote Number: AS1Q30859

Date of Quote: 07-21-2025

Quote Valid Through: Aug 22, 2025

## Sold To:

Albany County Airport Authority

737 Albany Shaker Road  
Albany, NY 12211

## Ship To:

Million Air Albany

Brian King  
16 Jetway Drive  
Albany, NY 12211  
USA

## Your Sales Rep:

Tony Cale

GSE Sales Manager

Phone: +1 208-378-9888

Email: [tonyc@aerospecialties.com](mailto:tonyc@aerospecialties.com)

| Ship Via | Incoterms | Payment Terms | Reference |
|----------|-----------|---------------|-----------|
| T10      | DAP       | NET30         |           |

Thank you for your interest in AERO Specialties. Attached is the quote along with additional information requested. We appreciate the opportunity to earn your business. If you have any questions please let me know.

## Beltloader- Gas

|         |                                                                                                                                                                                                                                                                                                                                                                                                                                |              |   |             |             |
|---------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|---|-------------|-------------|
| NBL Gas | New TLD NBL-FD Beltloader, Kubota Gasoline Engine, with Graziano PST2 transmission.<br>Standard features include: Operator seat with seat belt, Fixed belt speed at 18 M/min, Boom: 7.8m long (25 Ft), Front vertical bumpers, E-stop box on the LHS front and rear of the boom, Fuel gauge, Reverse light and reverse buzzer, dead man switch to prevent both lift cylinders from lifting @ same time<br>Color: White RAL9016 | 14 weeks ARO | 1 | \$67,913.75 | \$67,913.75 |
|---------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|---|-------------|-------------|

## Standard Spec:

## Keyless Ignition

Regional aircraft (collapsible) RHS+LHS

021 - Plastic rub rails on chassis sides

022 - Rear Floodlight

020 - Front light protection guards

071 - Fire Extinguisher (bracket only)

030.3 - Remove (Standard) Aircraft Safe Docking (ASD) with full width antipinch bumper

## TAX

The quoted prices do not cover taxes and duties, which may be added at the time of payment unless a tax-exempt certificate is provided.

| Part #                                                                                                                                                                                                                                                                                                                                                                             | Description | Lead Time | Qty | Unit Price                | Ext. Price         |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|-----------|-----|---------------------------|--------------------|
| <b>Totals</b>                                                                                                                                                                                                                                                                                                                                                                      |             |           |     |                           |                    |
| <b>FOR UNITED STATES CUSTOMERS ONLY:</b>                                                                                                                                                                                                                                                                                                                                           |             |           |     | <b>Subtotal</b>           | \$67,913.75        |
| Due to laws concerning sales tax collection in the USA's various states, AERO Specialties will now collect sales tax from all customers that are not tax-exempt. The state/county's sales tax will be charged at the time of invoicing. Please provide your exemption documentation or relevant information during order placement if you are a reseller or a tax-exempt customer. |             |           |     | <b>Estimated Tax</b>      | \$0.00             |
|                                                                                                                                                                                                                                                                                                                                                                                    |             |           |     | <b>Estimated Shipping</b> | \$2,750.00         |
|                                                                                                                                                                                                                                                                                                                                                                                    |             |           |     | <b>Grand Total</b>        | <b>\$70,663.75</b> |

|                                                                      |                         |               |
|----------------------------------------------------------------------|-------------------------|---------------|
| <b>Lead times are quoted in business days and subject to change.</b> | <b>Deposit Required</b> | <b>\$0.00</b> |
|----------------------------------------------------------------------|-------------------------|---------------|

**BEWARE OF CYBER FRAUD!**

*Before wiring any funds, call the AERO Specialties representative at a number you know is valid to confirm the instructions and be wary of any request to change wire instructions you have already received.*

We greatly appreciate and value your business and want to ensure transparency in all aspects of our customer relations. Starting on January 1, 2025, we will be implementing a small card processing fee for all credit card transactions on orders valued at \$5,000.00 USD and above. This fee is necessary due to the rising costs associated with card processing.

**Quotation Notes and Acceptance**

**To accept and purchase the equipment on this quotation, sign below and return:**

Acceptance Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

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





## About AERO

AERO Specialties provides complete aircraft and airport ground support equipment (GSE) solutions to corporate, FBO, MRO, military, airline, and general aviation customers worldwide. AERO manufactures and distributes industrial-grade, high-quality new, used, and refurbished aircraft GSE.

AERO OEM aircraft Towbars & Heads, Oxygen & Nitrogen Service Systems, Lavatory & Potable Water Service Carts, Maintenance Stands, Hydraulic Power Units and JetGo Ground Power Units utilize technologically advanced parts, and materials designed to protect aircraft and customers' equipment investments. As an authorized distributor for TLD, and many others, AERO can meet most equipment requirements.

With over 30 years of experience and over 21,000 active customers, we are one of the premier suppliers of aircraft GSE to aviation markets across the globe. The diversity of our catalog and our expertise makes us the preferred GSE supplier to many organizations such as Signature Flight Support, ASIG, Jet Aviation, ExecuJet, Atlantic Aviation, Landmark Aviation, Air Canada, JetBlue, Southwest Airlines, Delta Airlines, Alaska/Horizon Airlines, Embraer, Bombardier, Gulfstream, Lockheed Martin Co, Raytheon, Leonardo, General Atomics, Boeing and Airbus Military, USAF, and the US NAVY (to name only a few).

AERO's dedication to customer service and industry experience is unmatched. AERO Specialties sales and support staff understand aircraft handling and maintenance and are ready to assist and advise on the proper equipment needed for your specific application. Combine this with our team of professionally certified mechanics and engineers, revered customer service, and an online parts store, and you have the best aircraft GSE supplier in the business. Regardless of your type of operation or global location, AERO Specialties will provide the perfect solution to your ground support equipment and aircraft servicing needs.



## STANDARD TERMS AND CONDITIONS OF SALE

of AERO Specialties, Inc.

**ARTICLE 1 - SALES CONTRACTS-** AERO Specialties, Inc. (herein called the "Seller") sells all products and services only upon these standard terms and conditions, which, unless otherwise agreed by the Seller in writing, shall be a part of the contract therefore and shall supersede any inconsistent terms on customers purchase order, notwithstanding any contrary terms that may appear therein. An order placed with the Seller must be in the form of a written purchase order. The issuance of a purchase order, confirmation or acknowledgment by customer shall be deemed to evidence and authenticate the customer's acceptance of these standard terms and conditions.

All proposals, quotations, bids or other similar communications from the Seller will be considered invitations to customer to submit an offer to contract in the form of a written purchase order. A binding sales contract will result when the Seller accepts the customer's order by mailing a letter of acceptance, or an acknowledgment copy of an entered order, to the customer. All such sales contracts shall be governed by the laws of the State of Idaho, U.S.A., but not its conflicts of laws provisions. Upon receipt of customer's order, the Seller, at its sole discretion shall evaluate customer's then current performance of payment to the Seller, other suppliers and creditors, the Seller's acceptance of customer's order is subject to the Seller's satisfaction with such payment performance.

### **ARTICLE 2- TERMS OF PAYMENT-**

Terms are net 30 days (upon written credit approval authorization by Seller) from EXW date unless otherwise provided in the Seller's proposal or invoice. When an account becomes past due according to its terms, interest will be charged at a rate of 1 1/2% per month on all balances until paid in full. If an account is turned over for collection, the customer will be responsible for Seller's costs and expenses of collection, including reasonable attorneys' fees.

If delivery in installments is quoted by the Seller or required by customer's order, failure of customer to make any payment when due as provided for in the sales contract shall give the Seller the right to suspend work or delivery until such payment is made. In the event that any such default by customer continues for more than 15 days after the date due, the Seller may at any time thereafter cancel the sales contract by written notice faxed, mailed or telegraphed to customer and thereupon be entitled to recover the cancellation charges set forth in Article 8. In addition, the Seller shall have the right to repossess without process any previously delivered equipment, parts or products which have not been paid for in full. In the event the Seller suspends work on customer's order due to customer's failure to make payment at the time provided for in the sales contract, any claim by customer against the Seller for delay in completion of the work shall be waived and barred.

**Security Interest.** You grant to Seller and Seller will retain a purchase money security interest under the Uniform Commercial Code in all goods purchased from Seller until the goods are paid in full. If you fail to pay for the goods as agreed, Seller may repossess any goods in which it retains a security interest and Seller shall have all the rights and remedies of a secured creditor under the Uniform Commercial Code. You authorize Seller to file financing statements covering the goods.

**ARTICLE 3- PRICES-** Unless otherwise specifically and conspicuously stated in a written quotation, order acknowledgement, or other document signed by the Seller, the price of any equipment, parts or products shall be the price for such equipment, parts or product in effect at the time of shipment.

### **ARTICLE 4- SHIPPING; DELIVERY-**

Shipping dates are subject to review at the time customer's order is accepted and will be determined at that time on the basis of the Seller's then current shipping commitments. Shipping dates are quoted in good faith, the Seller, however, will not be liable for loss or damage due to delay or failure to make delivery when such delay or failure is caused by fire, strike, civil or military authority, war, hostilities, governmental action, failure of suppliers to make delivery as scheduled, or any other cause beyond the Seller's reasonable control, including delay or interruption in manufacture, shipment or installation caused by customer.

Unless otherwise stated, all sales are EXW (Ex Works) (Incoterms 2010). Risk of loss or damage to products shall remain with Seller until delivery of the goods in accordance with the applicable Incoterm.

Any unit not shipped after 90 days from EXW (Ex Works- factory location) (Incoterms 2010) (Green Tag) date will generate a cost of 0.5% of the Selling price of the Unit that will be invoiced by the Seller to the customer

**ARTICLE 5 - WARRANTY-** Unless otherwise provided, the only warranty, which the Seller makes in connection with its equipment, parts and products, is the published AERO SPECIALTIES general warranty conditions. Receipt of information from the customer and delivery by the Seller of equipment, parts or products specified in customer's order does not imply a warranty by the Seller that the equipment, parts or products so delivered will be suitable for the purposes disclosed. IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE ARE EXCLUDED.

**ARTICLE 6 - LIMITATION OF LIABILITY-** IN NO EVENT SHALL THE SELLER BE LIABLE FOR ANY SPECIAL, INDIRECT, INCIDENTAL OR CONSEQUENTIAL DAMAGES, including loss of profits, in connection with its acceptance of customer's order or in connection with the manufacture, delivery or installation of the equipment, parts or products so ordered, whether customer's claim for such damages be based upon failure or delay of delivery, breach of guaranty or warranty or otherwise.

**ARTICLE 7 - RETURNS-** Any equipment, part or product, which is returned under warranty, may be so returned only with the prior written approval of the Seller's home office, which approval will not be unreasonably withheld. Equipment, parts or products for which return is authorized must be shipped prepaid to the Seller's warehouse or a AERO SPECIALTIES Factory as advised in the written approval. A re-stock fee of up to 15% may be applied to the return depending upon condition of product and circumstance of return.



**ARTICLE 8 - CANCELLATION CHARGES-**

In case of any contract cancellation by the customer:

A 20% penalty of the total contract amount will be levied if cancellation occurs during the 60 days prior to the original expected date of shipment.

A 50% penalty of the total contract amount will be levied if cancellation occurs after the original expected date of shipment

In the event customer causes delays, or otherwise materially hampers or interrupts the Seller's manufacture, shipment or installation or equipment, parts or products, the Seller may terminate the sales contract and customer shall pay the Seller the applicable cancellation charges set forth above.

**ARTICLE 9 - DESIGN PROTECTION-** No rights in designs, trade names, trademarks, and copyrights of merchandise delivered hereunder shall pass to customer and customer agrees not to reproduce or simulate or cause or knowingly allow to be used, reproduced or simulated, either directly or indirectly, such designs, trade names, trademarks and copyrights.

**ARTICLE 10 - SERVICES-** The provisions of these Standard Terms and Conditions relating to sales contracts, terms of payment price, and limitation of liability are applicable to any services sold by the Seller whether separately or in conjunction with an equipment order.



Textron Ground Support Equipment Inc.  
41 Busch Dr NE  
Cartersville GA 30121  
USA

Page 1 of 2

## Quotation

**Sold-To-Party**

501055  
Million Air - Westair  
Westchester County Airport  
136 Tower Rd.  
EAST WHITE PLAINS NY 10604  
USA

**Ship-To-Party**

Million Air - Westair  
Westchester County Airport  
136 Tower Rd.  
EAST WHITE PLAINS NY 10604  
USA

**Information**

Quotation No. 20017962  
Document Date 07/08/2025  
Currency USD  
Req. Delivery Date: 07/31/2025  
Valid to : 08/08/2025  
Terms of payment: Net 30 Days  
Incoterms: EXW GA  
Created by : STARANTO  
Time Stamp : 13:22:49

| Item | Material / Description                   | Quantity | Unit Price | Amount    |
|------|------------------------------------------|----------|------------|-----------|
| 10   | BL660 / BELTLOADER # 660                 | 1.000 EA | 79,375.00  | 79,375.00 |
|      | 24 MONTH/2000 HOUR WARRANTY              | 1.000 EA |            |           |
|      | 3 SPEED, TCU, SOFTWARE                   | 1.000 EA |            |           |
|      | 660 BELTLOADER, FORD 2.5L ENG, BASE      | 1.000 EA |            |           |
|      | 660 FRAME-IC NONPST STDC 2HL BMP W/ FIN  | 1.000 EA |            |           |
|      | 8.00 X 16.5 RIBBED                       | 1.000 EA |            |           |
|      | BATTERY BOX                              | 1.000 EA |            |           |
|      | BELT CONTROL_LEFT REAR_RECESSED          | 1.000 EA |            |           |
|      | BELT CONTROL_LF_RECESSED_STD CONV        | 1.000 EA |            |           |
|      | BLACK RETRACTABLE 69IN SEAT BELT         | 1.000 EA |            |           |
|      | BRAKE PEDAL-NO GRIP                      | 1.000 EA |            |           |
|      | BUCKET SEAT NO MTL DOOR                  | 1.000 EA |            |           |
|      | CONVEYOR WELDMENT,STD                    | 1.000 EA |            |           |
|      | DASH/INSTRUMENT PANEL,660-28             | 1.000 EA |            |           |
|      | ESTOP, DASH, LOCKING                     | 1.000 EA |            |           |
|      | ESTOP, LEFT FRONT, STD CONVEYOR RECESSED | 1.000 EA |            |           |
|      | ESTOP, LEFT REAR, STD CONVEYOR RECESSED  | 1.000 EA |            |           |
|      | FAN SHROUD ONLY FOR 660-28               | 1.000 EA |            |           |
|      | NON-POWERSTOW                            | 1.000 EA |            |           |
|      | FENDERS,STANDARD,44,28,38                | 1.000 EA |            |           |
|      | FORD GASOLINE ENGINE                     | 1.000 EA |            |           |
|      | FRONT TIRE 8.00 X 16.5 RIBBED            | 1.000 EA |            |           |
|      | FUEL GAUGE MECHANICAL 660-28, 44         | 1.000 EA |            |           |
|      | GRIT PAINT FLOOR MATERIAL                | 1.000 EA |            |           |

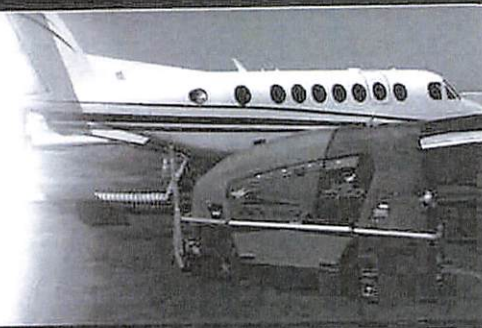
In accordance with Seller's General Terms and Conditions: If Seller's supply chain is impacted by any international tariff, taxes, duties, or similar government charges which increases Seller's production cost, Seller may, at Seller's sole discretion, take one of the following actions: 1) Seller will pass such additional cost to the Buyer, or 2) Seller and Buyer shall engage in price renegotiations for the impacted products, goods, or services.







11175 W. Emerald Street  
Boise, ID 83713  
United States of America  
+1 208-378-9888  
+1 208 378-9889  
sales@aerospecialties.com  
[www.aerospecialties.com](http://www.aerospecialties.com)



Quote Number: AS1Q30884

Date of Quote: 07-09-2025

Quote Valid Through: Aug 11, 2025

**Sold To:****Million Air Albany**

Brian King  
16 Jetway Drive  
Albany, NY 12211  
USA

**Ship To:****Million Air Albany**

Brian King  
16 Jetway Drive  
Albany, NY 12211  
USA

**Your Sales Rep:****Tony Cale**

GSE Sales Manager

Phone: +1 208-378-9888

Email: [tonyc@aerospecialties.com](mailto:tonyc@aerospecialties.com)

| Ship Via | Incoterms | Payment Terms | Reference |
|----------|-----------|---------------|-----------|
| TBD      | EXW       | Prepay        |           |

Thank you for your interest in AERO Specialties. Attached is the quote along with additional information requested. We appreciate the opportunity to earn your business. If you have any questions please let me know.

**Beltloader- Gas**

|        |                                                         |   |             |             |
|--------|---------------------------------------------------------|---|-------------|-------------|
| TC-888 | Mobile Belt Loader, Kubota WG2503 Gasoline 12 weeks ARO | 1 | \$88,456.00 | \$88,456.00 |
|        | / GM 4L70E ** EPA / CARB Certified**                    |   |             |             |

**FREIGHT** Shipping EXW: Boise, ID. Rates available upon request.

\*\*FREIGHT rates are currently very volatile. As such AERO Specialties cannot honor quoted freight rates. All freight will be charged at actual freight rate at time of shipment.\*\*



| Part # | Description | Lead Time | Qty | Unit Price | Ext. Price |
|--------|-------------|-----------|-----|------------|------------|
|--------|-------------|-----------|-----|------------|------------|

### Totals

#### FOR UNITED STATES CUSTOMERS ONLY:

Due to laws concerning sales tax collection in the USA's various states, AERO Specialties will now collect sales tax from all customers that are not tax-exempt. The state/county's sales tax will be charged at the time of invoicing. Please provide your exemption documentation or relevant information during order placement if you are a reseller or a tax-exempt customer.

|                           |                    |
|---------------------------|--------------------|
| <b>Subtotal</b>           | \$88,456.00        |
| <b>Estimated Tax</b>      | \$0.00             |
| <b>Estimated Shipping</b> | \$0.00             |
| <b>Grand Total</b>        | <b>\$88,456.00</b> |

Lead times are quoted in business days and subject to change.

**Deposit Required** **\$0.00**

#### BEWARE OF CYBER FRAUD!

*Before wiring any funds, call the AERO Specialties representative at a number you know is valid to confirm the instructions and be wary of any request to change wire instructions you have already received.*

We greatly appreciate and value your business and want to ensure transparency in all aspects of our customer relations. Starting on January 1, 2025, we will be implementing a small card processing fee for all credit card transactions on orders valued at \$5,000.00 USD and above. This fee is necessary due to the rising costs associated with card processing.

#### Quotation Notes and Acceptance

To accept and purchase the equipment on this quotation, sign below and return:

Acceptance Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

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



## About AERO

AERO Specialties provides complete aircraft and airport ground support equipment (GSE) solutions to corporate, FBO, MRO, military, airline, and general aviation customers worldwide. AERO manufactures and distributes industrial-grade, high-quality new, used, and refurbished aircraft GSE.

AERO OEM aircraft Towbars & Heads, Oxygen & Nitrogen Service Systems, Lavatory & Potable Water Service Carts, Maintenance Stands, Hydraulic Power Units and JetGo Ground Power Units utilize technologically advanced parts, and materials designed to protect aircraft and customers' equipment investments. As an authorized distributor for TLD, and many others, AERO can meet most equipment requirements.

With over 30 years of experience and over 21,000 active customers, we are one of the premier suppliers of aircraft GSE to aviation markets across the globe. The diversity of our catalog and our expertise makes us the preferred GSE supplier to many organizations such as Signature Flight Support, ASIG, Jet Aviation, ExecuJet, Atlantic Aviation, Landmark Aviation, Air Canada, JetBlue, Southwest Airlines, Delta Airlines, Alaska/Horizon Airlines, Embraer, Bombardier, Gulfstream, Lockheed Martin Co, Raytheon, Leonardo, General Atomics, Boeing and Airbus Military, USAF, and the US NAVY (to name only a few).

AERO's dedication to customer service and industry experience is unmatched. AERO Specialties sales and support staff understand aircraft handling and maintenance and are ready to assist and advise on the proper equipment needed for your specific application. Combine this with our team of professionally certified mechanics and engineers, revered customer service, and an online parts store, and you have the best aircraft GSE supplier in the business. Regardless of your type of operation or global location, AERO Specialties will provide the perfect solution to your ground support equipment and aircraft servicing needs.



## STANDARD TERMS AND CONDITIONS OF SALE

of AERO Specialties, Inc.

**ARTICLE 1 - SALES CONTRACTS-** AERO Specialties, Inc. (herein called the "Seller") sells all products and services only upon these standard terms and conditions, which, unless otherwise agreed by the Seller in writing, shall be a part of the contract therefore and shall supersede any inconsistent terms on customers purchase order, notwithstanding any contrary terms that may appear therein. An order placed with the Seller must be in the form of a written purchase order. The issuance of a purchase order, confirmation or acknowledgment by customer shall be deemed to evidence and authenticate the customer's acceptance of these standard terms and conditions.

All proposals, quotations, bids or other similar communications from the Seller will be considered invitations to customer to submit an offer to contract in the form of a written purchase order. A binding sales contract will result when the Seller accepts the customer's order by mailing a letter of acceptance, or an acknowledgment copy of an entered order, to the customer. All such sales contracts shall be governed by the laws of the State of Idaho, U.S.A., but not its conflicts of laws provisions. Upon receipt of customer's order, the Seller, at its sole discretion shall evaluate customer's then current performance of payment to the Seller, other suppliers and creditors, the Seller's acceptance of customer's order is subject to the Seller's satisfaction with such payment performance.

### **ARTICLE 2- TERMS OF PAYMENT-**

Terms are net 30 days (upon written credit approval authorization by Seller) from EXW date unless otherwise provided in the Seller's proposal or invoice. When an account becomes past due according to its terms, interest will be charged at a rate of 1 ½% per month on all balances until paid in full. If an account is turned over for collection, the customer will be responsible for Seller's costs and expenses of collection, including reasonable attorneys' fees.

If delivery in installments is quoted by the Seller or required by customer's order, failure of customer to make any payment when due as provided for in the sales contract shall give the Seller the right to suspend work or delivery until such payment is made. In the event that any such default by customer continues for more than 15 days after the date due, the Seller may at any time thereafter cancel the sales contract by written notice faxed, mailed or telegraphed to customer and thereupon be entitled to recover the cancellation charges set forth in Article 8. In addition, the Seller shall have the right to repossess without process any previously delivered equipment, parts or products which have not been paid for in full. In the event the Seller suspends work on customer's order due to customer's failure to make payment at the time provided for in the sales contract, any claim by customer against the Seller for delay in completion of the work shall be waived and barred.

**Security Interest.** You grant to Seller and Seller will retain a purchase money security interest under the Uniform Commercial Code in all goods purchased from Seller until the goods are paid in full. If you fail to pay for the goods as agreed, Seller may repossess any goods in which it retains a security interest and Seller shall have all the rights and remedies of a secured creditor under the Uniform Commercial Code. You authorize Seller to file financing statements covering the goods.

**ARTICLE 3- PRICES-** Unless otherwise specifically and conspicuously stated in a written quotation, order acknowledgement, or other document signed by the Seller, the price of any equipment, parts or products shall be the price for such equipment, parts or product in effect at the time of shipment.

### **ARTICLE 4- SHIPPING; DELIVERY-**

Shipping dates are subject to review at the time customer's order is accepted and will be determined at that time on the basis of the Seller's then current shipping commitments. Shipping dates are quoted in good faith, the Seller, however, will not be liable for loss or damage due to delay or failure to make delivery when such delay or failure is caused by fire, strike, civil or military authority, war, hostilities, governmental action, failure of suppliers to make delivery as scheduled, or any other cause beyond the Seller's reasonable control, including delay or interruption in manufacture, shipment or installation caused by customer.

Unless otherwise stated, all sales are EXW (Ex Works) (Incoterms 2010). Risk of loss or damage to products shall remain with Seller until delivery of the goods in accordance with the applicable Incoterm.

Any unit not shipped after 90 days from EXW (Ex Works- factory location) (Incoterms 2010) (Green Tag) date will generate a cost of 0.5% of the Selling price of the Unit that will be invoiced by the Seller to the customer

**ARTICLE 5 - WARRANTY-** Unless otherwise provided, the only warranty, which the Seller makes in connection with its equipment, parts and products, is the published AERO SPECIALTIES general warranty conditions. Receipt of information from the customer and delivery by the Seller of equipment, parts or products specified in customer's order does not imply a warranty by the Seller that the equipment, parts or products so delivered will be suitable for the purposes disclosed. IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE ARE EXCLUDED.

**ARTICLE 6 - LIMITATION OF LIABILITY-** IN NO EVENT SHALL THE SELLER BE LIABLE FOR ANY SPECIAL, INDIRECT, INCIDENTAL OR CONSEQUENTIAL DAMAGES, including loss of profits, in connection with its acceptance of customer's order or in connection with the manufacture, delivery or installation of the equipment, parts or products so ordered, whether customer's claim for such damages be based upon failure or delay of delivery, breach of guaranty or warranty or otherwise.

**ARTICLE 7 - RETURNS-** Any equipment, part or product, which is returned under warranty, may be so returned only with the prior written approval of the Seller's home office, which approval will not be unreasonably withheld. Equipment, parts or products for which return is authorized must be shipped prepaid to the Seller's warehouse or a AERO SPECIALTIES Factory as advised in the written approval. A re-stock fee of up to 15% may be applied to the return depending upon condition of product and circumstance of return.

**ARTICLE 8 - CANCELLATION CHARGES-**

In case of any contract cancellation by the customer:

A 20% penalty of the total contract amount will be levied if cancellation occurs during the 60 days prior to the original expected date of shipment.

A 50% penalty of the total contract amount will be levied if cancellation occurs after the original expected date of shipment.

In the event customer causes delays, or otherwise materially hampers or interrupts the Seller's manufacture, shipment or installation or equipment, parts or products, the Seller may terminate the sales contract and customer shall pay the Seller the applicable cancellation charges set forth above.

**ARTICLE 9 - DESIGN PROTECTION-** No rights in designs, trade names, trademarks, and copyrights of merchandise delivered hereunder shall pass to customer and customer agrees not to reproduce or simulate or cause or knowingly allow to be used, reproduced or simulated, either directly or indirectly, such designs, trade names, trademarks and copyrights.

**ARTICLE 10 - SERVICES-** The provisions of these Standard Terms and Conditions relating to sales contracts, terms of payment price, and limitation of liability are applicable to any services sold by the Seller whether separately or in conjunction with an equipment order.



## **AGENDA ITEM NO. 11**

### **Authorization of Change Orders**

## AGENDA ITEM NO. 11.1

**Construction Contract: Authorization of Change Order #6 for  
Construction Contract 1127-GC for Concourse A Rehabilitation  
to AOW Construction LLC.**



AGENDA ITEM NO: 11.1  
MEETING DATE: August 18, 2025

ALBANY COUNTY AIRPORT AUTHORITY  
REQUEST FOR AUTHORIZATION

**DEPARTMENT:** *Planning and Engineering*

Contact Person: *Matthew J. Mokey, P.E., Engineer*

**ACAA Approved  
08/18/2025**

**PURPOSE OF REQUEST:**

Construction Contract: *Authorization of Change Order #6 for Construction  
Contract 1127-GC for Concourse A Rehabilitation  
to AOW Construction LLC.*

**CONTRACT AMOUNT:**

Base Amount: \$12,733,787.00  
Change Order #1: 80,789.00 ACAA Approved 02/10/2025  
Change Order #2: 122,480.00 ACAA Approved 03/24/2025  
Change Order #3: 78,708.00 ACAA Approved 05/12/2025  
Change Order #4: 55,205.00 ACAA Approved 06/09/2025  
Change Order #5: 293,015.00 ACAA Approved 07/14/2025  
Change Order #6: 53,371.00 \*  
Total: \$13,417,355.00

*\*Pending approval at this meeting.*

**BUDGET INFORMATION:**

Anticipated in Current ALB Capital Plan: Yes ✓ No     NA  
Funding Account No.: CPN

**AWARD CONDITIONS MET:**

Apprenticeship Y DBE Y MWBE N/A

Service Disable Veteran Owned Business (SDVOB) N/A

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

Federal 85% State N/A Airport 15%  
Term of Funding: 2024-2026  
Grant No.: N/A STATE PIN: N/A

AGENDA ITEM NO: 11.1  
MEETING DATE: August 18, 2025

**JUSTIFICATION:**

*Request to approve Change Order #6 for Contract # 1127-GC Concourse A Rehabilitation to qualified low bidder AOW Construction LLC. of Albany, NY for \$53,371.00. The change order work includes modification to the existing structural steel at the roof level. Work includes additional engineering, fabrication, and installation to complete the work and implement revised gusset plate detail to the existing structural steel. Additional work under this change order includes the removal of additional brick wall and infilling the window opening to Gate A2 Passenger Boarding Bridge.*

**CHIEF EXECUTIVE OFFICER'S RECOMMENDATION:**

*Recommend approval.*

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

**PROCUREMENT DEPARTMENT APPROVAL:**

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

**BACK-UP MATERIAL:**

*Please refer to the attached Contract 1127-GC Change Order #6 backup.*





**AIA®**

# Document G731™ – 2019

## Change Order, Construction Manager as Adviser Edition

**PROJECT:** *(name and address)*

Albany County Airport Authority  
Terminal A  
737 Albany Shaker Road  
Albany, NY 12211

**OWNER:** *(name and address)*

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

**CONTRACTOR:** *(name and address)*

AOW Construction, LLC  
30 Essex Street  
Albany, NY 12206

**CONTRACT INFORMATION:**

Contract For: General Construction  
[1127-GC]  
Date: 06-10-2024

**CHANGE ORDER INFORMATION:**

Change Order Number: 006  
Date: 08-07-2025

**ARCHITECT:** *(name and address)*

Fennick McCredie Architecture, LTD  
70 Franklin Street  
Boston, MA 02110

**CONSTRUCTION MANAGER:** *(name and address)*

Turner Construction Company  
1 Computer Drive South  
Albany, NY 12205

**THE CONTRACT IS CHANGED AS FOLLOWS:**

*(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)*

01. PCO-064 [COR-064] RFI-087 Gusset Plate Design [Add \$27,541.00]
02. PCO-085 [COR-085] ASI-026 Exterior Brick Wall Detail [Add \$25,830.00]

|                                                                          |                  |
|--------------------------------------------------------------------------|------------------|
| The original Contract Sum was                                            | \$ 12,733,787.00 |
| Net change by previously authorized Change Orders                        | \$ 630,197.00    |
| The Contract Sum prior to this Change Order was                          | \$ 13,363,984.00 |
| The Contract Sum will be increased by this Change Order in the amount of | \$ 53,371.00     |
| The new Contract Sum including this Change Order will be                 | \$ 13,417,355.00 |

The Contract time will be unchanged by Zero(0) days.  
The Contractor's Work shall be substantially complete on 08-10-2026.

**NOTE:** This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

**NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONSTRUCTION MANAGER, CONTRACTOR, AND OWNER.**

**ARCHITECT** *(Signature)*

BY: Joe Sirkovich, Project Manager

*(Printed name, title, and license number if required)*

Date

**CONSTRUCTION MANAGER** *(Signature)*

BY: Robert Wagner, Sr. Project Manager

*(Printed name and title)*

Date



**PCO-064**





30 Essex Street  
Albany, NY 12206  
Ph : (518)482-3400

## Change Request

To: Robert Wagner  
Turner Construction Company  
1 Computer Drive South  
Albany, NY 12205

Number: COR 064  
Date: 7/10/25  
Job: 24-00048 AIA Concourse A Rehab

Reason: Owner Request

We are pleased to offer the following specifications and pricing to make the following changes:

### Detailed Description

PCO-064 RFI-087 Gusset Plate Design - This PCO covers additional engineering, fabrication, and installation work required to implement revised gusset plate details in response to RFI-087. Scope includes the installation of modified gusset plates, web stiffeners/backers, and new plate stiffeners at the roof level. Also included are 8 hours of foreman time for AOW to investigate, photograph, and dimension existing field conditions, in order to support the engineer in developing and executing the required modifications to the existing structural steel.

### Pricing Summary

|                     |        |              |
|---------------------|--------|--------------|
| AOW Labor           |        | \$ 704.00    |
| American Ornamental |        | \$ 25,368.00 |
| Subtotal:           |        | \$ 26,072.00 |
| Bond                | 0.50%  | \$ 137.00    |
| OH&P on AOW Work    | 15.00% | \$ 106.00    |
| OH&P on Sub Work    | 5.00%  | \$ 1,226.00  |
| Total:              |        | \$ 27,541.00 |

If you have any questions, please contact me at 518-482-3400.

Submitted by: Patrick Andrews  
AOW Construction, LLC

Cc:  
Alysia Sanichar (AOW Construction, LLC)

Approved by AOW CONSTRUCTION, LLC.:

Approved: Al Bungayoli  
Date: 7/10/2025

Approved by ARCHITECT:

Approved: \_\_\_\_\_  
Date: \_\_\_\_\_

Approved by OWNER:

Approved: \_\_\_\_\_  
Date: \_\_\_\_\_

DS  
AE PR



24-0048 Albany Airport Concourse A Rehab  
COR-064 PCO-064 RFI-087 Gusset Plate Design

30 Essex Street  
Albany, NY 12206  
T 518-482-3400  
F 518-482-3444

| <u>AOW Labor</u>              | Regular<br>Hours | Regular<br>Rate            | Total          |              |
|-------------------------------|------------------|----------------------------|----------------|--------------|
| AOW Labor (Superintendent)    |                  | \$ 94.00                   | \$             | -            |
| AOW Labor (Project Manager)   |                  | \$ 95.00                   | \$             | -            |
| AOW Labor (Carpenter Foreman) |                  | \$ 90.00                   | \$             | -            |
| AOW Labor (Carpenter)         | 8                | \$ 88.00                   | \$             | 704.00       |
| AOW Labor (Laborer Foreman)   |                  | \$ 90.00                   | \$             | -            |
| AOW Labor (Laborer)           |                  | \$ 87.00                   | \$             | -            |
| AOW Labor Total:              |                  |                            | \$             | 704.00       |
| <u>AOW Material</u>           | Quantity         | Units                      | \$/Unit        | Cost/Item    |
|                               |                  |                            |                | \$ -         |
|                               |                  |                            |                | \$ -         |
|                               |                  |                            |                | \$ -         |
| AOW Material Total:           |                  |                            | \$             | -            |
| <u>AOW Tool Rentals</u>       | Quantity         | Units                      | \$/Unit        | Cost/Item    |
|                               |                  |                            |                | \$ -         |
|                               |                  |                            |                | \$ -         |
| AOW Tool Rental Total:        |                  |                            | \$             | -            |
| AOW Subtotal:                 |                  |                            | \$             | 704.00       |
| <u>Subcontractors</u>         |                  | Subcontractor              | 10%<br>Mark-up |              |
| American Ornamental           |                  | \$ 24,522.80               | \$ 2,452.28    | \$ 25,368.00 |
|                               |                  |                            | \$ -           | \$ -         |
|                               |                  |                            | \$ -           | \$ -         |
|                               |                  |                            | \$ -           | \$ -         |
| Subcontractor Total:          |                  | \$ 24,522.80               | \$ 2,452.28    | \$ 25,368.00 |
| Subtotal All Categories:      |                  |                            | \$             | 26,072.00    |
|                               | 15.0%            | AOW OH&P on Self-Performed |                | \$ 105.60    |
|                               | 5.0%             | AOW OH&P on Sub costs      |                | \$ 1,226.14  |
|                               |                  |                            | Subtotal:      | \$ 27,403.74 |
|                               | 0.5%             | Bond                       |                | \$ 137.02    |
| Grand Total:                  |                  |                            | \$             | 27,540.76    |



# American Ornamental

19 Industrial Parkway ~ Gloversville, NY 12078

E-Mail: [bruce@americanorn.com](mailto:bruce@americanorn.com)

Ref. GUSSET PLATES

|                         |    |                    |            |                  |
|-------------------------|----|--------------------|------------|------------------|
| FABRICATION LABOR       | \$ | 5,120.00           |            |                  |
| FIELD LABOR             | \$ | 17,042.00          |            |                  |
| MATERIALS/SUPPLIES      | \$ | 899.80             |            |                  |
| TOOLS/EQUIPMENT         | \$ | -                  |            |                  |
| SUB TOTAL               | \$ | 23,061.80          | TOTAL      | \$25,367.98      |
| 10% OVERHEAD AND PROFIT | \$ | 2,306.18           | ADJUSTMENT | \$ 0.02          |
|                         |    | <b>GRAND TOTAL</b> | <b>\$</b>  | <b>25,368.00</b> |

**AS PER CONTRACT - ANY EXTRA WORK MUST BE AUTHORIZED WITH A WRITTEN CHANGE ORDER**

## REQUEST FOR CHANGE ORDER

**MSC STEEL, LLC**

17 INDUSTRIAL PARKWAY GLOVERSVILLE, NY 12078

Phone 518-921-4371

Fax 518-921-4447

E-Mail [mcalkins@msc-ny.com](mailto:mcalkins@msc-ny.com)

To: AMERICAN ORNAMENTAL LLC

Attn: BRUCE MARTUSCELLO

Project: ALBANY AIRPORT CONCOURSE A

ID NUMBER

From: JOE WEIS

Date: 7/9/2025

Work Activity Sheet Nu.

CO# 6 R1

Ref. EXISTING CONDITIONS

We respectfully submit to your firm a proposal for additional work to be performed for the above project as follows. REMOVAL OF EXISTING PLATES, WELDING IN NEW GUSSET PLATES WORK ORDERS #25-#29, 244,245,246

**FIELD LABOR COST**

| CLASSIFICATION               | Hours | Rate      | Sub Total        |
|------------------------------|-------|-----------|------------------|
| IW Journeyman                | 102   | \$ 83.00  | \$ 8,466.00      |
| IW Foreman                   | 59    | \$ 87.74  | \$ 5,176.66      |
| Fabrication                  |       | \$ -      | \$ -             |
| Operator                     |       | \$ 98.52  | \$ -             |
| <b>FIELD LABOR SUB TOTAL</b> |       | <b>\$</b> | <b>13,642.66</b> |

**CRANES**

| Description | Quantity | Unit | Price per. | Sub. Total |
|-------------|----------|------|------------|------------|
|             | 0        |      | 0          | 0          |

**CRANE SUB TOTAL \$ -****LIFTS**

| Description           | Quantity | Unit      | Price per. | Sub. Total |
|-----------------------|----------|-----------|------------|------------|
| 60'-0 Boom            |          |           |            | \$ -       |
| 45'-0 Boom            |          |           |            | \$ -       |
| 40'-0 Boom            |          |           |            | \$ -       |
| 19'-0 Scissor         |          |           |            | \$ -       |
| 32'-0 Scissor         |          |           |            | \$ -       |
| 5K LUL                |          |           |            | \$ -       |
| 8K LUL                |          |           |            | \$ -       |
| 10K LUL               |          |           |            | \$ -       |
|                       |          |           |            | \$ -       |
|                       |          |           |            | \$ -       |
|                       |          |           |            | \$ -       |
| <b>LIFTS SUBTOTAL</b> |          | <b>\$</b> |            | <b>-</b>   |

**TOOLS/EQUIPMENT/CONSUMABLES COST**

| Description                      | Quantity | Unit      | Price per. | Sub. Total      |
|----------------------------------|----------|-----------|------------|-----------------|
| Truck/ladders                    | 6        | day       | \$ 150.00  | \$ 900.00       |
| 400A Welder                      | 6        | day       | \$ 75.00   | \$ 450.00       |
| Torch/Gas                        | 0        | hrs       | \$ 4.00    | \$ -            |
| Hammer Drill                     | 0        | hrs       | \$ 2.00    | \$ -            |
| hilti gun                        | 0        | hrs       | \$ 3.00    | \$ -            |
| screw gun                        | 0        | hrs       | \$ 3.00    | \$ -            |
| demo saw                         | 0        | day       | \$ 50.00   | \$ -            |
| "Genie" Lift                     | 0        | hrs       | \$ 22.00   | \$ -            |
| Roust A Bout                     |          | day       | \$ 100.00  | \$ -            |
|                                  |          |           | \$ -       | \$ -            |
| Consumables                      | 1        | ls        | \$ 500.00  | \$ 500.00       |
| <b>TOOLS/EQUIPMENT SUB TOTAL</b> |          | <b>\$</b> |            | <b>1,850.00</b> |

**SUMMARY**

|                                    |                     |
|------------------------------------|---------------------|
| <b>FIELD LABOR</b>                 | <b>\$ 13,642.66</b> |
| <b>CRANE</b>                       | <b>\$ -</b>         |
| <b>LIFTS</b>                       | <b>\$ -</b>         |
| <b>TOOLS/EQUIPMENT/CONSUMABLES</b> | <b>\$ 1,850.00</b>  |
| <b>SUB TOTAL</b>                   | <b>\$ 15,492.66</b> |
| <b>10% OVERHEAD AND PROFIT</b>     | <b>\$ 1,549.27</b>  |

**ADJUSTMENTS**

|    |           |
|----|-----------|
| \$ | 17,041.93 |
| \$ | 0.07      |

**GRAND TOTAL \$ 17,042.00**

Yours Truly,  
Estimating Dept.

AS PER CONTRACT - ANY EXTRA WORK MUST BE AUTHORIZED WITH A WRITTEN CHANGE ORDER





#025

17 Industrial Pkwy  
 Gloversville, NY 12078  
 Tel: (518) 921-4371  
 Fax: (518) 921-4447

## ADDITIONAL WORK ORDER

DATE: 2/26/25PROJECT Albany AirportJOB #: A24-034

**MSC STEEL, LLC IS HEREBY AUTHORIZED TO PERFORM THE FOLLOWING WORK AS ACCEPTED**

DESCRIPTION: Column line 2 to 3 Demo plates, that are in the way of New Gusset Plates, to be install and grind

### COST BREAKDOWN

| LABOR                 | QUANTITY | HOURS | EXTENSION |
|-----------------------|----------|-------|-----------|
| IRONWORKER FOREMAN    | 1        | 6     | 6         |
| IRONWORKER JOURNEYMAN | 2        | 6     | 12        |
| OPERATING ENGINEER    |          |       |           |
| OILER                 |          |       |           |
|                       |          |       |           |
|                       |          |       |           |
| EQUIPMENT             | QUANTITY | HOURS | EXTENSION |
| CRANE                 |          |       |           |
| WELDER                |          |       |           |
| FORKLIFT/LUL          |          |       |           |
| JLG                   |          |       |           |
| SCISSORS LIFT         |          |       |           |
| GENIE LIFT            |          |       |           |
|                       |          |       |           |
| MISC. EXPENSES        | QUANTITY | HOURS | EXTENSION |
| TRAVEL                |          |       |           |
| CONSUMABLES           |          |       |           |
|                       |          |       |           |
|                       |          |       |           |

ADDITIONAL WORK IS TO BE PERFORMED IN ACCORDANCE WITH ORIGINAL CONTRACT DOCUMENTS AND SUBCONTRACT AGREEMENT

CONTRACTOR'S REPRESENTATIVE:

PRINT

Bruce Bork

SIGNATURE

Bruce Bork

DATE

2/26/25

REV #2



#026

17 Industrial Pkwy  
Gloversville, NY 12078  
Tel: (518) 921-4371  
Fax: (518) 921-4447

## ADDITIONAL WORK ORDER

DATE: 3/7/25

PROJECT: Albany Airport  
Concourse A  
JOB #: A 24-410

MSC STEEL, LLC IS HEREBY AUTHORIZED TO PERFORM THE FOLLOWING WORK AS ACCEPTED

DESCRIPTION: Cut beveled plates, CUT ON COLLINE 2 to 3  
and grind

### COST BREAKDOWN

| LABOR                            | QUANTITY | HOURS    | EXTENSION |
|----------------------------------|----------|----------|-----------|
| IRONWORKER FOREMAN               | <u>1</u> | <u>8</u> | <u>8</u>  |
| IRONWORKER JOURNEYMAN            | <u>2</u> | <u>8</u> | <u>16</u> |
| OPERATING ENGINEER               |          |          |           |
| OILER                            |          |          |           |
|                                  |          |          |           |
|                                  |          |          |           |
| EQUIPMENT                        | QUANTITY | HOURS    | EXTENSION |
| CRANE                            |          |          |           |
| WELDER                           |          |          |           |
| FORKLIFT/LUL                     |          |          |           |
| JLG                              |          |          |           |
| SCISSORS LIFT                    | <u>1</u> | <u>1</u> |           |
| GENIE LIFT                       |          |          |           |
|                                  |          |          |           |
| MISC. EXPENSES                   | QUANTITY | HOURS    | EXTENSION |
| TRAVEL                           |          |          |           |
| CONSUMABLES                      |          |          |           |
| <u>Torch, OXYGEN + Acetylene</u> |          |          |           |
| <u>4" and 7" grinding wheel</u>  |          |          |           |

ADDITIONAL WORK IS TO BE PERFORMED IN ACCORDANCE WITH ORIGINAL CONTRACT DOCUMENTS AND SUBCONTRACT AGREEMENT

CONTRACTOR'S REPRESENTATIVE:

PRINT

SIGNATURE

DATE

Brva Bore

Bruce Bore

3-11-25

RAY #2 64  
7-2





#027

17 Industrial Pkwy  
Gloversville, NY 12078

Tel: (518) 921-4371

Fax: (518) 921-4447

## ADDITIONAL WORK ORDER

DATE: 5/10/25PROJECT: Albany Airport ConcourseJOB #: A24-410

MSC STEEL, LLC IS HEREBY AUTHORIZED TO PERFORM THE FOLLOWING WORK AS ACCEPTED

DESCRIPTION: grinding where we cut beveled Gusset plate  
cut and weld new plate in

### COST BREAKDOWN

#### LABOR

IRONWORKER FOREMAN

IRONWORKER JOURNEYMAN

OPERATING ENGINEER

OILER

QUANTITY

HOURS

EXTENSION

1

8

8

2

8

16

#### EQUIPMENT

CRANE

WELDER

FORKLIFT/LUL

JLG

SCISSORS LIFT

GENIE LIFT

QUANTITY

HOURS

EXTENSION

1

7

1

6

#### MISC. EXPENSES

TRAVEL

CONSUMABLES

4" and 7" grinding wheel 12  
welding rods 5/6

QUANTITY

HOURS

EXTENSION

ADDITIONAL WORK IS TO BE PERFORMED IN ACCORDANCE WITH ORIGINAL CONTRACT DOCUMENTS AND SUBCONTRACT AGREEMENT

CONTRACTOR'S REPRESENTATIVE:

PRINT

SIGNATURE

DATE

Bruce Boia

Bruce Boia

3-11-25

3-11-25

GL

#028



17 Industrial Pkwy  
 Gloversville, NY 12078  
 Tel: (518) 921-4371  
 Fax: (518) 921-4447

## ADDITIONAL WORK ORDER

DATE: 3/11/25PROJECT: Albany Airport ConcourseJOB #: A24-410

MSC STEEL, LLC IS HEREBY AUTHORIZED TO PERFORM THE FOLLOWING WORK AS ACCEPTED

DESCRIPTION: Finish up grinding beveled gusset plates  
weld the last two new plates in on Col line 2 to 3

### COST BREAKDOWN

| LABOR                 | QUANTITY | HOURS | EXTENSION |
|-----------------------|----------|-------|-----------|
| IRONWORKER FOREMAN    | 1        | 8     | 8         |
| IRONWORKER JOURNEYMAN | 2        | 5.75  | 10        |
| OPERATING ENGINEER    |          |       |           |
| OILER                 |          |       |           |

| EQUIPMENT     | QUANTITY | HOURS | EXTENSION |
|---------------|----------|-------|-----------|
| CRANE         |          |       |           |
| WELDER        | ✓        | 7     |           |
| FORKLIFT/LUL  |          |       |           |
| JLG           |          |       |           |
| SCISSORS LIFT | ✓        | 7     |           |
| GENIE LIFT    |          |       |           |

| MISC. EXPENSES                               | QUANTITY | HOURS | EXTENSION |
|----------------------------------------------|----------|-------|-----------|
| TRAVEL                                       |          |       |           |
| CONSUMABLES <u>4" and 7" grinding wheels</u> |          |       |           |

ADDITIONAL WORK IS TO BE PERFORMED IN ACCORDANCE WITH ORIGINAL CONTRACT DOCUMENTS AND SUBCONTRACT AGREEMENT

CONTRACTOR'S REPRESENTATIVE:

PRINT

SIGNATURE

DATE

Bruce Davis

Bruce Davis

3-11-25

200 #7 GL 2-2





PCO-064 Rec'd TCCo 07.10.25 #029  
 17 Industrial Pkwy  
 Gloversville, NY 12078  
 Tel: (518) 921-4371  
 Fax: (518) 921-4447

## ADDITIONAL WORK ORDER PCO - 064

DATE: 3/12/25

PROJECT: Albany Airport Concourse A

JOB #: A-24-034

MSC STEEL, LLC IS HEREBY AUTHORIZED TO PERFORM THE FOLLOWING WORK AS ACCEPTED

DESCRIPTION: Cut existing plates out from Column 3 to 4  
 grind and start welding new plates IN

### COST BREAKDOWN

#### LABOR

|                       | QUANTITY | HOURS | EXTENSION |
|-----------------------|----------|-------|-----------|
| IRONWORKER FOREMAN    | 1        | 8     | 8         |
| IRONWORKER JOURNEYMAN | 2        | 62.8  | 125.6     |
| OPERATING ENGINEER    |          |       |           |
| OILER                 |          |       |           |

BFM  
 7/9/25

#### EQUIPMENT

|               | QUANTITY | HOURS | EXTENSION |
|---------------|----------|-------|-----------|
| CRANE         |          |       |           |
| WELDER        | ✓        | ?     |           |
| FORKLIFT/LUL  |          |       |           |
| JLG           |          |       |           |
| SCISSORS LIFT | ✓        | ?     |           |
| GENIE LIFT    |          |       |           |

#### MISC. EXPENSES

|             | QUANTITY           | HOURS | EXTENSION |
|-------------|--------------------|-------|-----------|
| TRAVEL      |                    |       |           |
| CONSUMABLES | 4" Grinding wheels |       |           |
|             | Oxygen + Acetylene |       |           |

ADDITIONAL WORK IS TO BE PERFORMED IN ACCORDANCE WITH ORIGINAL CONTRACT DOCUMENTS AND SUBCONTRACT AGREEMENT

CONTRACTOR'S REPRESENTATIVE:

PRINT

SIGNATURE

DATE

Bruce Boice Bruce Boice

3-13-25

3-13-25



#244

17 Industrial Pkwy  
Gloversville, NY 12078

Tel: (518) 921-4371

Fax: (518) 921-4447

## ADDITIONAL WORK ORDER

DATE: 3/13/25PROJECT: Albany Airport + CONCOURSE 4AJOB #: 24-034

MSC STEEL, LLC IS HEREBY AUTHORIZED TO PERFORM THE FOLLOWING WORK AS ACCEPTED

DESCRIPTION: Finish up grinding and welding new plates IN column line 3 to 4, Start on column line 4 to 5 cut plates, and Rod's

### COST BREAKDOWN

#### LABOR

IRONWORKER FOREMAN

IRONWORKER JOURNEYMAN

OPERATING ENGINEER

OILER

QUANTITY

HOURS

EXTENSION

177754 711 10

3 PM  
7/1/25

#### EQUIPMENT

CRANE

WELDER

FORKLIFT/LUL

JLG

SCISSORS LIFT

GENIE LIFT

QUANTITY

HOURS

EXTENSION

#### MISC. EXPENSES

TRAVEL

CONSUMABLES

4" grinding wheels5 lbs weld Rod

QUANTITY

HOURS

EXTENSION

ADDITIONAL WORK IS TO BE PERFORMED IN ACCORDANCE WITH ORIGINAL CONTRACT DOCUMENTS AND SUBCONTRACT AGREEMENT

CONTRACTOR'S REPRESENTATIVE:

PRINT

Brian Boice

SIGNATURE

Brian Boice

DATE

03.14.25

2025 3-14





#245

17 Industrial Pkwy  
Gloversville, NY 12078

Tel: (518) 921-4371

Fax: (518) 921-4447

## ADDITIONAL WORK ORDER

DATE: 3/14/25

PROJECT: Albany Airport CONCOURSE A

JOB #: A 24-034

MSC STEEL, LLC IS HEREBY AUTHORIZED TO PERFORM THE FOLLOWING WORK AS ACCEPTED

DESCRIPTION: Column line 4 to 5 Cutting Existing plates, and  
tee bracing out and weld new plates, and grinding

### COST BREAKDOWN

| LABOR                      | QUANTITY | HOURS      | EXTENSION |
|----------------------------|----------|------------|-----------|
| IRONWORKER FOREMAN         | <u>1</u> | <u>8</u>   | <u>8</u>  |
| IRONWORKER JOURNEYMAN      | <u>2</u> | <u>6.5</u> | <u>13</u> |
| OPERATING ENGINEER         |          |            |           |
| OILER                      |          |            |           |
|                            |          |            |           |
|                            |          |            |           |
| EQUIPMENT                  | QUANTITY | HOURS      | EXTENSION |
| CRANE                      |          |            |           |
| WELDER                     |          |            |           |
| FORKLIFT/LUL               |          |            |           |
| JLG                        |          |            |           |
| SCISSORS LIFT              | <u>2</u> |            |           |
| GENIE LIFT                 |          |            |           |
| MISC. EXPENSES             | QUANTITY | HOURS      | EXTENSION |
| TRAVEL                     |          |            |           |
| CONSUMABLES                |          |            |           |
| <u>4" grinding wheels,</u> |          |            |           |
| <u>5 lbs welding Rod</u>   |          |            |           |
| <u>Oxygen + Acetylene</u>  |          |            |           |

*5 PM 3/14/25*

ADDITIONAL WORK IS TO BE PERFORMED IN ACCORDANCE WITH ORIGINAL CONTRACT DOCUMENTS AND SUBCONTRACT AGREEMENT

CONTRACTOR'S REPRESENTATIVE:

PRINT

Bruce Barte

SIGNATURE

Bruce Barte

DATE

3-14-25



#246

17 Industrial Pkwy  
Gloversville, NY 12078  
Tel: (518) 921-4371  
Fax: (518) 921-4447

## ADDITIONAL WORK ORDER

DATE: 3/17/25

PROJECT: Albany airport Concourse A

JOB #: A24-034

MSC STEEL, LLC IS HEREBY AUTHORIZED TO PERFORM THE FOLLOWING WORK AS ACCEPTED

DESCRIPTION

Column line 4 to 5 grind old plate, weld new plates, IN DONE

COST BREAKDOWN

LABOR

IRONWORKER FOREMAN  
IRONWORKER JOURNEYMAN  
OPERATING ENGINEER  
OILER

QUANTITY HOURS EXTENSION

1 6 6  
2 12 12

pm  
7/1/25

EQUIPMENT

CRANE  
WELDER  
FORKLIFT/LUL  
JLG  
SCISSORS LIFT  
GENIE LIFT

QUANTITY HOURS EXTENSION

2

MISC. EXPENSES

TRAVEL  
CONSUMABLES 4" grinding wheels  
5 lbs welding Rod

QUANTITY HOURS EXTENSION

ADDITIONAL WORK IS TO BE PERFORMED IN ACCORDANCE WITH ORIGINAL CONTRACT DOCUMENTS AND SUBCONTRACT AGREEMENT

CONTRACTOR'S REPRESENTATIVE:

PRINT

SIGNATURE

DATE

Bruce Bore Bruce Bore

3-17-25





TCCo New York North  
1 Computer Drive South  
Albany, New York 12205  
P: (518) 432-0277  
F: (518) 432-0279

Project: 230609 Albany Airport: Terminal A  
Expansion  
737 Albany Shaker Rd.  
Albany, New York 12211

RFI #087: Gusset Plate Design and Connection to Existing Columns

|                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                 |                                                                                 |
|-----------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|---------------------------------------------------------------------------------|
| Status          | Closed on 02/20/25                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                 |                                                                                 |
| To              | Joe Sirkovich (Fennick McCredie Architecture)<br>Melissa Vaillancourt, AIA (Fennick McCredie Architecture)<br>Ozlem Kizilkaya (Fennick McCredie Architecture)<br>Turner Bradford, PE (McFarland-Johnson Inc)<br>Chad Phillips (McFarland-Johnson Inc)                                                                                                                                                                                                                                                                                           | From            | Alysia Sanichar (AOW Construction)<br>30 Essex Street<br>Albany, New York 12206 |
| Date Initiated  | Jan 27, 2025                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Due Date        | Feb 16, 2025                                                                    |
| Location        | Phase 1: Gates A1 + A2>Level 2                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | Project Stage   | Course of Construction                                                          |
| Cost Impact     | No                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Schedule Impact | No                                                                              |
| Spec Section    | 05 1200 - Structural Steel Framing                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Cost Code       |                                                                                 |
| Drawing Number  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Reference       |                                                                                 |
| Linked Drawings | <a href="#">S-102A</a>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                 |                                                                                 |
| Received From   | Patrick Andrews (AOW Construction)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                 |                                                                                 |
| Copies To       | Patrick Andrews (AOW Construction), Bruce Boice (AOW Construction), Turner Bradford, PE (McFarland-Johnson Inc), Al Burgazoli (AOW Construction), Zack Geddes (Albany County Building Department), Ozlem Kizilkaya (Fennick McCredie Architecture), Natram Lackraj (Turner Construction Company), John LaClair, PE (Albany County Airport Authority), Alysia Sanichar (AOW Construction), Joe Sirkovich (Fennick McCredie Architecture), Melissa Vaillancourt, AIA (Fennick McCredie Architecture), Robert Wagner (Turner Construction Company) |                 |                                                                                 |

Activity

|          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|----------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Question | <p><b>Question from Alysia Sanichar AOW Construction on Monday, Jan 27, 2025 at 08:39 AM EST</b></p> <p>Regarding the engineering and installation of the new gusset plates and cross bracing, we received the following questions from the steel fabricators engineering and detailing teams. Can you please review the following questions and provide a response:</p> <p>Note-1: AS PER PRESENT CONDITION WE THINK STIFFENERS ARE NO LONGER REQUIRED, PLEASE VERIFY AND CONFIRM. (See gusset plate connection to columns on attached PDF)</p> <p>Note-2 &amp; 3: PLEASE VERIFY COPING THE GUSSET PLATE IS ACCEPTABLE. STEEL INSTALLER TO VERIFY DIMENSIONS, COORDINATE, AND PROVIDE TO THEIR ENGINEER / DETAILER.</p> <p>Note-4: NOTE-4 REGARDING THE VERTICAL EXISTING STIFFENER PLATE</p> <p>1) VERTICAL STIFFENER PLATE (WHICH IS CONNECTING TO ABOVE AND EXISTING GUSSET PLATE) CAN BE REMOVED DUE TO ALLOW NEW GUSSET PLATE INSTALLATION.</p> <p>2) FIRST REMOVE VERTICAL STIFFENER THEN CLEAN AND INSTALL NEW GUSSET PLATE, AFTER INSTALLING NEW GUSSET PLATE INSTALL AGAIN THE SAME SIZE VERTICAL STIFFENER AS IT WAS IN THE EXISTING CONDITION.</p> <p>3) VERTICAL STIFFENER MAY BE ECCENTRIC DUE TO NEW GUSSET PLATE ON CENTERED.</p> <p><b>Attachments</b><br/><a href="#">GUSSET PLATES 01242025.pdf</a></p> |
|----------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

**Official Response**

**Response from Chad Phillips McFarland-Johnson Inc on Wednesday, Feb 19, 2025 at 04:43 PM EST**

No further comments. Sketch is as discussed.

**Official Response**

**Response from Robert Wagner Turner Construction Company on Wednesday, Feb 19, 2025 at 03:29 PM EST**

Stabilizer plate as discussed in today's Teams call with design team for your immediate review.

**Attachments**

[stabalizer plate-11X17.pdf](#)

**Official Response**

**Response from Brian McNeil Turner Construction Company on Tuesday, Feb 18, 2025 at 07:29 AM EST**

We discussed the response to RFI-087 with American Ornamental and have some notes for you.

They must remove the vertical plate, if they try to keep any of it the portion would be so small it would probably get cut off anyways. If they are to add a "stabilizer plate" preference would be for a 4" x ½" plate with fillet welds at the web and the flange. Can you please provide a detail for this or accept the below sketch as a field condition. Their detailer is working on the gusset plate re-design and engineering calcs' and we need to keep them focused.

AOW re-creation of your MS, paint sketch:  
(Attached sketch for approval)

**Attachments**

[RFI-087 Sketch MS Paint.pdf](#), [STABILIZER PLATE RFI-087.pdf](#)



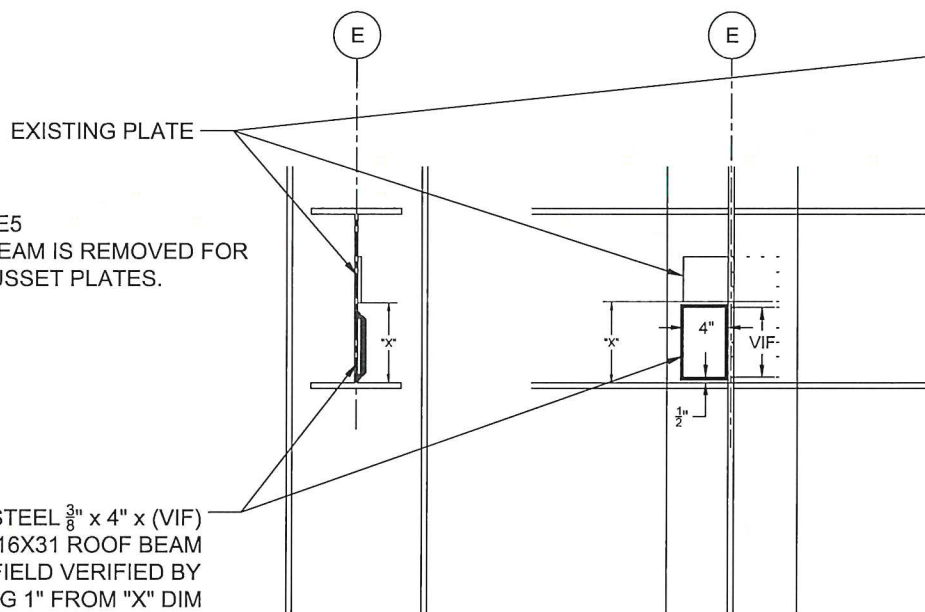
sign Envelope ID: 41F0D34B-431D-4A38-9243-D438E9101817  
JAA CONCOURSE-A

00048 2-14-2025

STABILIZER PLATE AT  
D FLOOR ROOF BEAM  
CONNECTION TO  
COLUMNS E2-3-4-5

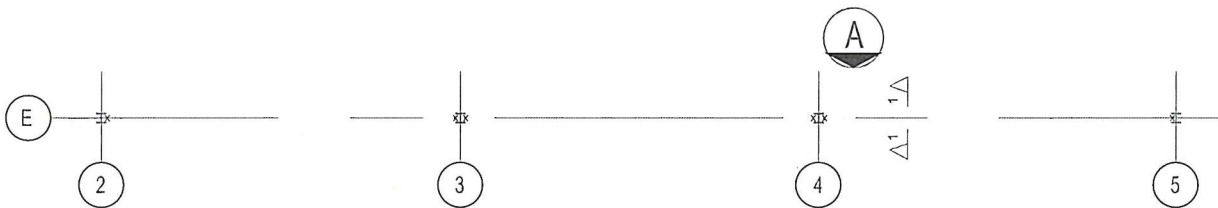
AT COLUMN LOCATIONS E2, E3, E4, E5  
WHERE THE SEAT FOR THE ROOF BEAM IS REMOVED FOR  
THE INSTALLATION OF THE NEW GUSSET PLATES.

INSTALL NEW PLATE STEEL  $\frac{3}{8}$ " x 4" x (VIF)  
AT INTERIOR FACE OF EXISTING W16X31 ROOF BEAM  
PLATE HEIGHT TO BE FIELD VERIFIED BY  
DEDUCTING 1" FROM "X" DIM  
WELD 3x FACES TO WEB OF EXISTING W16X31  
AND 1x FACE TO WEB OF COLUMN W/  $\frac{1}{4}$ " FILLET WELDS



SECTION 1 - 1

ELEVATION - A





REQUEST FOR INFORMATION

PROJECT: Albany Airport Concourse "A" Rehab

R.F.I. No: #004

DATE: 1/23/2025

General Contractor: AOW Associates  
Phone: 518-512-5496  
Fax:

Architect: Fennick McCredie Architecture  
Phone: 617-350-7900  
Fax: \_\_\_\_\_

---

Drawing Reference: E2  
Specification: 051200

---

Questions:

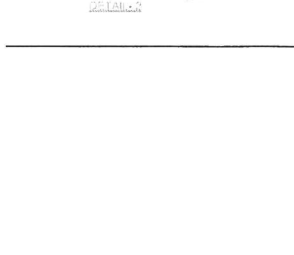
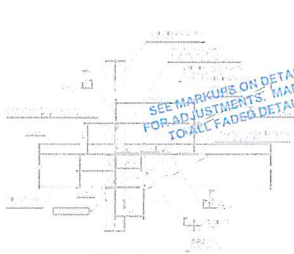
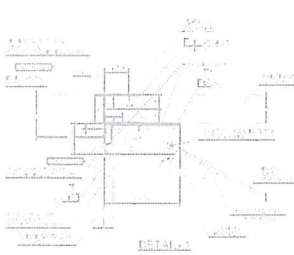
I have attached a drawing with questions in regards to the upper gusset plate for this project from our engineering firm. Please expedite response.

We need to know how to proceed with this issue.

Thank you.

Cc. File



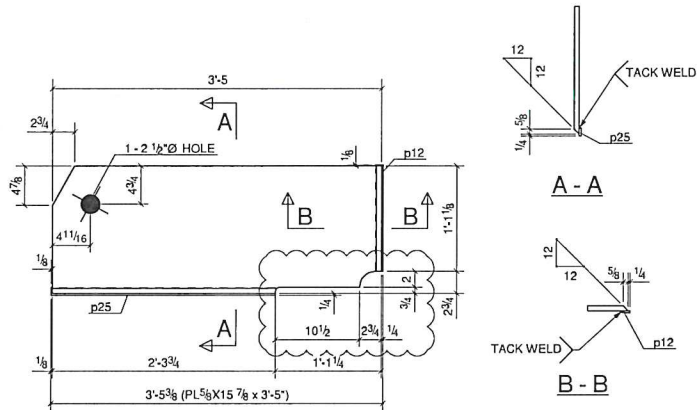


For Review And Confirmation Only  
21 January 2025

|                                                                                                                                                                                                      |                                          |            |                                                                                                    |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------|------------|----------------------------------------------------------------------------------------------------|
| REVISIONS                                                                                                                                                                                            |                                          |            | DRWING                                                                                             |
| A                                                                                                                                                                                                    | ISSUED FOR APPROVAL                      | 05/31/2024 |                                                                                                    |
| B                                                                                                                                                                                                    | RE-ISSUED FOR APPROVAL                   | 11/05/2024 | E2                                                                                                 |
| C                                                                                                                                                                                                    | Facilitation and Further Coordination    | 12/05/2024 |                                                                                                    |
| D                                                                                                                                                                                                    | Facilitation and Further Coordination    | 11/06/2024 |                                                                                                    |
|                                                                                                                                                                                                      |                                          |            | <br>1"=10' 0" |
| DRIVING                                                                                                                                                                                              | VTS DATE                                 | DATE       | 09/27/2024                                                                                         |
| CONCRETE                                                                                                                                                                                             | CONCRETE                                 | DATE       | 09/27/2024                                                                                         |
| HOLES                                                                                                                                                                                                | 1"=10' 0"                                | BOLTS      | 1/4" X 10" MIN.                                                                                    |
| PAINT                                                                                                                                                                                                | NEW                                      |            |                                                                                                    |
| ORF DRUM THICKNESS                                                                                                                                                                                   | N/A                                      |            |                                                                                                    |
| TITLE: SECTION AND DETAILS                                                                                                                                                                           |                                          |            | WELDS E70XX/48K                                                                                    |
| <p style="text-align: center;"> <b>American Ornamental, LLC</b><br/>         19 Industrial Parkway<br/>         Gloversville, NY 12078<br/>         PH: 516-921-4408    FAX: 516-921-4447       </p> |                                          |            |                                                                                                    |
| PROJECT                                                                                                                                                                                              | 3060 Albany Avenue - Gloversville A      |            |                                                                                                    |
| LOCATION                                                                                                                                                                                             | 737 Albany Shaker Road, Albany, NY 12211 |            |                                                                                                    |
| ARCHITECT                                                                                                                                                                                            | Fornace MacGregor Architecture           |            |                                                                                                    |
| ENGINEER                                                                                                                                                                                             | Ind and/or person Inc.                   |            |                                                                                                    |
| CONTRACTOR                                                                                                                                                                                           | ASDI                                     |            |                                                                                                    |

Ign Envelope ID: 41F0D34B-431D-4A38-9243-D438E9101817

SEE NOTES ON PREV. PAGES ABOUT  
CONTOURING OF PLATES TO AVOID  
LOCALIZED STRESS CONCENTRATIONS.



For Review And Confirmation Only  
21 January 2025

3 --GUSSET-PLATE-- GP1  
BARE

|     |                           |            |
|-----|---------------------------|------------|
| 1   | RE-ISSUED FOR FABRICATION | 12/16/2024 |
| 0   | ISSUED FOR FABRICATION    | 12/05/2024 |
| A   | ISSUED FOR APPROVAL       | 08/31/2024 |
| REV | DESCRIPTION               | DATE       |

| BILL OF MATERIAL |                           |                   |           |        |
|------------------|---------------------------|-------------------|-----------|--------|
| K                | QTY                       | DESCRIPTION       | LENGTH    | WEIGHT |
|                  | 3                         | PL 5/8" X 15 7/8" | 3'-5"     | 329    |
|                  | 3                         | FL 1/4" X 1"      | 1'-1 1/4" | 3      |
|                  | 3                         | FL 1/4" X 1"      | 2'-3 7/8" | 6      |
|                  | TOTAL WEIGHT THIS DRAWING |                   |           | 337    |

| QUALITY CONTROL INSPECTION |       |       |       |
|----------------------------|-------|-------|-------|
| MATERIAL GRADE             |       |       |       |
| HEAT NUMBER                |       |       |       |
| REVIEWED BY                |       |       |       |
| LAYOUT                     | WELDS | PAINT | BOLTS |
|                            |       |       |       |
| WELDER NUMBER              |       |       |       |
| DATE INSPECTED             |       |       |       |
| QUALITY CONTROL OFFICER    |       |       |       |
|                            |       |       |       |

American Ornamental, LLC

19 Industrial Parkway  
Gloversville, NY 12078  
(Ph) 518-921-4006 (Fax) 518-921-4447

|              |                            |                   |                |
|--------------|----------------------------|-------------------|----------------|
| DESCRIPTION  | GUSSET-PLATE               |                   |                |
| PROJECT NAME | Albany Airport-Concourse A |                   |                |
| DRAWN BY     | AY                         | DATE : 08/28/2024 | JOB No A24-410 |
| CHECKED BY   | SKM                        | DATE : 08/29/2024 |                |

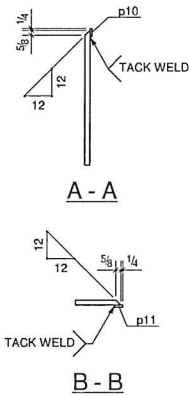
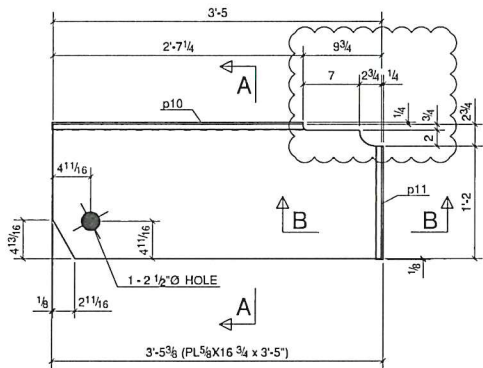
|                                                                                                                                           |                    |
|-------------------------------------------------------------------------------------------------------------------------------------------|--------------------|
| Ⓢ DENOTES CONNECTING SIDE MARK, STRIKE THIS SIDE AT SHOP. PART NEED TO BE ATTACHED ON SIDE WITH STRIKE. RE-ENTRANT CORNER RADIUS 1/2" UNO |                    |
| STEEL UNO                                                                                                                                 | A36                |
| HOLES UNO                                                                                                                                 | 13/16"             |
| WELDING ELECTRODE                                                                                                                         | E70XX              |
| WELDS UNO                                                                                                                                 | 1/4" FILLER        |
| PAINT:                                                                                                                                    | ONE S/C PRIMER UNO |
| REF E-SHT:                                                                                                                                | EC                 |

|        |     |
|--------|-----|
| DRG No | Rev |
| GP1    | 1   |



Ign Envelope ID: 41F0D34B-431D-4A38-9243-D438E9101817

SEE NOTES ON PREV. PAGES ABOUT  
CONTOURING OF PLATES TO AVOID  
LOCALIZED STRESS CONCENTRATIONS.



For Review And Confirmation Only  
21 January 2025

3 --GUSSET-PLATE-- GP2  
BARE

|     |                           |            |
|-----|---------------------------|------------|
| 1   | RE-ISSUED FOR FABRICATION | 12/16/2024 |
| 0   | ISSUED FOR FABRICATION    | 12/05/2024 |
| A   | ISSUED FOR APPROVAL       | 08/31/2024 |
| REV | DESCRIPTION               | DATE       |

| BILL OF MATERIAL          |     |                |           |        |
|---------------------------|-----|----------------|-----------|--------|
| K                         | QTY | DESCRIPTION    | LENGTH    | WEIGHT |
|                           | 3   | PLS 8"X16 3/4" | 3'-5"     | 349    |
|                           | 3   | FL 1/4"X1"     | 2'-7 3/8" | 7      |
|                           | 3   | FL 1/4"X1"     | 1'-2 1/8" | 3      |
| TOTAL WEIGHT THIS DRAWING |     |                |           | 359    |

| QUALITY CONTROL INSPECTION |       |       |       |
|----------------------------|-------|-------|-------|
| MATERIAL GRADE             |       |       |       |
| HEAT NUMBER                |       |       |       |
| REVIEWED BY                |       |       |       |
| LAYOUT                     | WELDS | PAINT | BOLTS |
|                            |       |       |       |
| WELDER NUMBER              |       |       |       |
| DATE INSPECTED             |       |       |       |
| QUALITY CONTROL OFFICER    |       |       |       |
|                            |       |       |       |

American Ornamental, LLC

19 Industrial Parkway  
Gloversville, NY 12078  
(Ph) 518-921-4006 (Fax) 518-921-4447

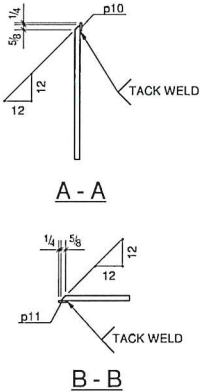
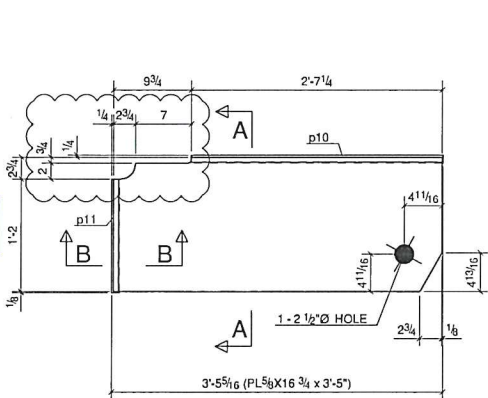
|              |                            |                   |                |
|--------------|----------------------------|-------------------|----------------|
| DESCRIPTION  | GUSSET-PLATE               |                   |                |
| PROJECT NAME | Albany Airport-Concourse A |                   |                |
| DRAWN BY     | AY                         | DATE : 08/28/2024 | JOB No A24-410 |
| CHECKED BY   | SKM                        | DATE : 08/29/2024 |                |

⊞ DENOTES CONNECTING SIDE MARK.  
STRIPES THIS SIDE AT SHOP. PART NEED  
TO BE ATTACHED ON SIDE WITH STRIPES.  
FILLET-TRANSIT CORNER RADIUS 1/2" UNO  
STEEL UNO A36  
HOLES UNO 13 TCC  
WELDING ELECTRODE E70XX  
WELDS UNO 1/4 FILLET  
PAINT ONE S/C PRIMER UNO  
REF 6-SHT EC

|        |     |
|--------|-----|
| DRG No | Rev |
| GP2    | 1   |

gn Envelope ID: 41F0D34B-431D-4A38-9243-D438E9101817

SEE NOTES ON PREV. PAGES ABOUT  
CONTOURING OF PLATES TO AVOID  
LOCALIZED STRESS CONCENTRATIONS.



For Review And Confirmation Only  
21 January 2025

3 --GUSSET-PLATE-- GP3  
BARE

BILL OF MATERIAL

| QTY                       | DESCRIPTION     | LENGTH     | WEIGHT | REMARKS  |
|---------------------------|-----------------|------------|--------|----------|
| 3                         |                 |            |        |          |
| 3                         | PL58\"X16 3/4\" | 3'-5\"     | 348    | BARE A36 |
| 3                         | FL1/4\"X1\"     | 2'-7 3/8\" | 7      | A36      |
| 3                         | FL1/4\"X1\"     | 1'-2 1/8\" | 3      | A36      |
| TOTAL WEIGHT THIS DRAWING |                 |            | 358    |          |

| QUALITY CONTROL INSPECTION |       |       |       |
|----------------------------|-------|-------|-------|
| MATERIAL GRADE             |       |       |       |
| HEAT NUMBER                |       |       |       |
| REVIEWED BY                |       |       |       |
| LAYOUT                     | WELDS | PAINT | BOLTS |
|                            |       |       |       |
| WELDER NUMBER              |       |       |       |
| DATE INSPECTED             |       |       |       |
| QUALITY CONTROL OFFICER    |       |       |       |
|                            |       |       |       |

American Ornamental, LLC

19 Industrial Parkway  
Gloversville, NY 12078  
(Ph) 518-921-4006 (Fax) 518-921-4447

DESCRIPTION GUSSET-PLATE

PROJECT NAME Albany Airport-Concourse A

DRAWN BY ANP DATE : 08/28/2024

CHECKED BY SKM DATE : 08/29/2024

JOB No

A24-410

⚡ DENOTES CONNECTING SIDE MARK.  
STRIP THIS SIDE AT SHOP. PART NEED  
TO BE ATTACHED ON SIDE WITH STRIP.  
RE-ENTRANT CORNER RADIUS 1/2\"/>

REF E-GHT:

DRG No

Rev

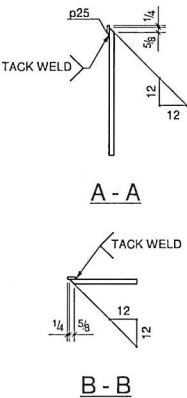
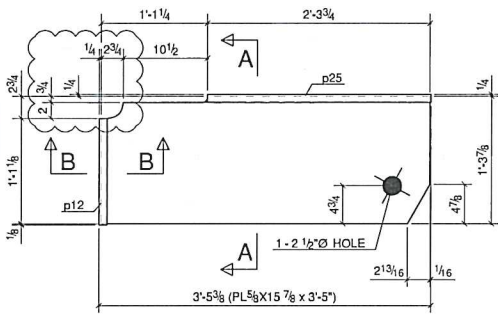
GP3

0



sign Envelope ID: 41F0D34B-431D-4A38-9243-D438E9101817

SEE NOTES ON PREV. PAGES ABOUT  
CONTOURING OF PLATES TO AVOID  
LOCALIZED STRESS CONCENTRATIONS.



For Review And Confirmation Only  
21 January 2025

3 --GUSSET-PLATE-- GP4  
BARE

| BILL OF MATERIAL          |     |                 |           |        |
|---------------------------|-----|-----------------|-----------|--------|
| IK                        | QTY | DESCRIPTION     | LENGTH    | WEIGHT |
| 3                         |     |                 |           |        |
| 3                         |     | PL 5/8"X15 7/8" | 3'-5"     | 329    |
| 3                         |     | FL 1/4"X1"      | 1'-1 1/4" | 3      |
| 3                         |     | FL 1/4"X1"      | 2'-3 7/8" | 6      |
| TOTAL WEIGHT THIS DRAWING |     |                 |           | 337    |

| QUALITY CONTROL INSPECTION |       |       |       |
|----------------------------|-------|-------|-------|
| MATERIAL GRADE             |       |       |       |
| HEAT NUMBER                |       |       |       |
| REVIEWED BY                |       |       |       |
| LAYOUT                     | WELDS | PAINT | BOLTS |
|                            |       |       |       |
| WELDER NUMBER              |       |       |       |
| DATE INSPECTED             |       |       |       |
| QUALITY CONTROL OFFICER    |       |       |       |
|                            |       |       |       |

American Ornamental, LLC

19 Industrial Parkway  
Gloversville, NY 12078  
(Ph) 518-921-4006 (Fax) 518-921-4447

DESCRIPTION GUSSET-PLATE

PROJECT NAME Albany Airport-Concourse A

DRAWN BY ANP DATE : 08/28/2024

CHECKED BY SKM DATE : 08/29/2024

JOB No A24-410

DRG No GP4

Rev o

⊗ DENOTES CONNECTING SIDE MARK.  
STRIPES THIS SIDE AT SHOP. PART NEED  
TO BE ATTACHED ON SIDE WITH STRIPES.  
RE-ENTRANT CORNER RADIUS 1/2" UNO.  
STEEL UNO A36  
HOLES UNO 1316C  
WELDING ELECTRODE E70XX  
WELDS UNO 1/4 FILLER  
PART: ONE S/C PRIMER UNO  
REF E-SHT



**Turner Construction Company**  
1 Computer Drive South  
Albany, New York 12205

February 28, 2025,

Mr. Patrick Andrews  
AOW Construction  
Project Manager  
30 Essex Street  
Albany, NY 12206

RE: Albany County Airport Authority  
PCO-064 RFI-087 Gusset Plate Design

Dear Mr. Andrews,

Please provide pricing for PCO-064 RFI-087 Gusset Plate Design. See attached RFI-087 Gusset Plate Design, for further clarification on scope of changes. Price to include but not limited to installation and material of added stabilizing plates at Columns E2, E3, E4, and E5. Submit pricing on this item no later than next Friday March 7th, 2025.

Please feel free to contact me if you have any questions regarding this request.

Sincerely,

*Brian McNeil*

Brian McNeil  
Project Engineer  
Turner Construction Company



**PCO-085**

**PCO-085 Rec'd TCCo 07.22.25**

30 Essex Street  
Albany, NY 12206  
Ph : (518)482-3400

### Change Request

To: Robert Wagner  
Turner Construction Company  
1 Computer Drive South  
Albany, NY 12205

Number: COR 085  
Date: 7/14/25  
Job: 24-00048 AIA Concourse A Rehab

Reason: Owner Request

We are pleased to offer the following specifications and pricing to make the following changes:

#### Detailed Description

COR-085 - PCO-085 ASI-026 Exterior Brick Wall Detail - This change order covers removal of additional brickwork at Gate A2 and infilling the window opening to the Gate A2 passenger boarding bridge.

#### Pricing Summary

|               |             |
|---------------|-------------|
| AOW Materials | \$ 3,871.00 |
| AOW Materials | \$ 3,560.00 |
| AOW Labor     | \$ 8,400.00 |
| Marinello     | \$ 7,169.00 |

Subtotal: \$ 23,001.00

|                  |        |             |
|------------------|--------|-------------|
| Bond             | 0.50%  | \$ 129.00   |
| OH&P on AOW Work | 15.00% | \$ 2,375.00 |
| OH&P on Sub Work | 5.00%  | \$ 326.00   |

**Total: \$ 25,830.00**

If you have any questions, please contact me at 518-482-3400.

Submitted by: Patrick Andrews  
AOW Construction, LLC

Cc:  
Alysia Sanichar (AOW Construction, LLC)

Approved by AOW CONSTRUCTION, LLC.:

Approved: *Al Burgazoli*  
Date: 7/22/2025

Approved by ARCHITECT:

Approved: \_\_\_\_\_  
Date: \_\_\_\_\_

Approved by OWNER:

Approved: \_\_\_\_\_  
Date: \_\_\_\_\_

DS DS  
*AE* *PA*





24-0048 Albany Airport Concourse A Rehab

COR-085 - PCO-085 ASI-026 Exterior Brick Wall Detail

**PCO-085 Rec'd TCCo 07.22.25**

30 Essex Street  
Albany, NY 12206  
T 518-482-3400  
F 518-482-3444

| <u>AOW Labor</u>              | Regular<br>Hours | OT<br>Hours | Regular<br>Rate | OT<br>Rate | Total              |
|-------------------------------|------------------|-------------|-----------------|------------|--------------------|
| AOW Labor (Superintendent)    |                  |             | \$ 94.00        |            | \$ -               |
| AOW Labor (Project Manager)   |                  |             | \$ 95.00        |            | \$ -               |
| AOW Labor (Carpenter Foreman) | 6                | 2           | \$ 90.00        | \$ 118.00  | \$ 776.00          |
| AOW Labor (Carpenter)         | 18               | 2           | \$ 88.00        | \$ 116.00  | \$ 1,816.00        |
| AOW Labor (Laborer Foreman)   |                  |             | \$ 90.00        |            | \$ -               |
| AOW Labor (Laborer)           | 24               |             | \$ 87.00        | \$ 117.00  | \$ 2,088.00        |
| AOW Labor (Escort)            | 32               | 8           | \$ 87.00        | \$ 117.00  | \$ 3,720.00        |
| <b>AOW Labor Total:</b>       |                  |             |                 |            | <b>\$ 8,400.00</b> |

| <u>AOW Material</u>                  | Quantity | Units | \$/Unit     | Cost/Item   |                    |
|--------------------------------------|----------|-------|-------------|-------------|--------------------|
| Belden Brick - 920-926 Matt Standard | 1        | LS    | \$ 3,791.45 | \$ 3,791.45 | \$ 3,791.45        |
| Dump Fees                            | 1        | Ton   | \$ 80.00    | \$ 80.00    | \$ 80.00           |
|                                      |          |       |             | \$ -        |                    |
| <b>AOW Material Total:</b>           |          |       |             |             | <b>\$ 3,871.45</b> |

| <u>AOW Tool Rentals</u>       | Quantity | Units | \$/Unit     | Cost/Item   |                    |
|-------------------------------|----------|-------|-------------|-------------|--------------------|
| Telehandler                   | 1        | Week  | \$ 2,520.00 | \$ 2,520.00 | \$ 2,520.00        |
| Manlift                       | 2        | Days  | \$ 520.00   | \$ 1,040.00 | \$ 1,040.00        |
| <b>AOW Tool Rental Total:</b> |          |       |             |             | <b>\$ 3,560.00</b> |

**AOW Subtotal: \$ 15,831.45**

| <u>Subcontractors</u>            | Subcontractor | 10%<br>Costs       | Mark-up          |                    |
|----------------------------------|---------------|--------------------|------------------|--------------------|
| Marinello construction Co., Inc. | 6,517.34      | \$ 651.73          | \$ 7,169.07      |                    |
|                                  |               | \$ -               | \$ -             |                    |
|                                  |               | \$ -               | \$ -             |                    |
|                                  |               | \$ -               | \$ -             |                    |
| <b>Subcontractor Total:</b>      |               | <b>\$ 6,517.34</b> | <b>\$ 651.73</b> | <b>\$ 7,169.07</b> |

**Subtotal All Categories: \$ 23,000.52**

|       |                            |                     |
|-------|----------------------------|---------------------|
| 15.0% | AOW OH&P on Self-Performed | \$ 2,374.72         |
| 5.0%  | AOW OH&P on Sub costs      | \$ 325.87           |
|       | <b>Subtotal:</b>           | <b>\$ 25,701.11</b> |
| 0.5%  | Bond                       | \$ 128.51           |

**Grand Total: \$ 25,829.61**



30 Essex St  
Albany, NY 12206  
P: (518)482-3400 F: (518)482-3444

Work Order

05-14-25

Date

ACAA 24-048

Job Name/Number

Bruce Boice

ASI -026

Recorded By

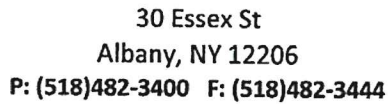
COR/ICOR #

Bill To:

| QTY                                                         | Material                                   | Unit \$ | Cost | Description                                                         |             |
|-------------------------------------------------------------|--------------------------------------------|---------|------|---------------------------------------------------------------------|-------------|
| 3                                                           | 4x8 plywood                                |         |      | open up opening                                                     |             |
|                                                             |                                            |         |      | remove Window cut frame and layout framing at new brick             |             |
|                                                             |                                            |         |      | mobilize and set up scaffold                                        |             |
|                                                             |                                            |         |      | Close / Secure wall at end of day                                   |             |
|                                                             |                                            |         |      |                                                                     |             |
|                                                             |                                            |         |      |                                                                     |             |
|                                                             |                                            |         |      |                                                                     |             |
|                                                             |                                            |         |      |                                                                     |             |
|                                                             |                                            |         |      |                                                                     |             |
|                                                             |                                            |         |      |                                                                     |             |
|                                                             |                                            |         |      | QTY Rentals/ Tools Amount                                           |             |
|                                                             |                                            |         |      | 1 Lull                                                              |             |
|                                                             |                                            |         |      | 1 Boom lift                                                         |             |
|                                                             |                                            |         |      |                                                                     |             |
|                                                             |                                            |         |      |                                                                     |             |
| Delivery                                                    |                                            |         |      | Delivery                                                            |             |
| Total Materials                                             |                                            |         |      | Total Rentals                                                       |             |
| Date                                                        | Name                                       | Trade   | Rate | Hours                                                               | Amount      |
| 05/14/25                                                    | Frank Moore                                | CF      |      | 2                                                                   |             |
|                                                             | Matt Jordan                                | L       |      | 8                                                                   |             |
|                                                             | Tom Marinello ( see attached work ticket ) | MF      |      | 8                                                                   |             |
|                                                             | Paul Norton                                | CF      |      | 2                                                                   |             |
|                                                             |                                            |         |      |                                                                     |             |
|                                                             |                                            |         |      |                                                                     |             |
|                                                             |                                            |         |      |                                                                     |             |
|                                                             |                                            |         |      |                                                                     |             |
| Is Work Complete?                                           |                                            |         |      | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | Total Labor |
| Work Order By:                                              |                                            |         |      | Total Materials                                                     |             |
|                                                             |                                            |         |      | Total Rentals                                                       |             |
|                                                             |                                            |         |      | Total Labor                                                         |             |
|                                                             |                                            |         |      | Tax                                                                 |             |
|                                                             |                                            |         |      | OH&P                                                                |             |
| Authorized Signature: <i>[Signature]</i> -TTCO -050 5/20/25 |                                            |         |      | Total                                                               |             |
| I acknowledge the completion of the above described work    |                                            |         |      |                                                                     |             |







05-16-25

Date \_\_\_\_\_

ACAA 24-048

**Job Name/Number**

# Bruce Boice

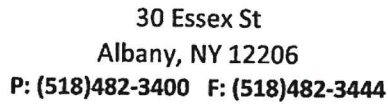
ASI -026

Recorded By

COR/ICOR #

[illegible]





05-17-25 Saturday

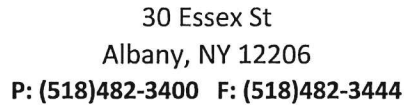
ACAA 24-048

# Bruce Boice

ASI -026

COR/ICOR #

[illegible]



05-19-25

ACAA 24-048

# Bruce Boice

ASI -026

COR/ICOR #

| QTY                                                      | Material                                   | Unit \$ | Cost | Description                                                         |                 |        |
|----------------------------------------------------------|--------------------------------------------|---------|------|---------------------------------------------------------------------|-----------------|--------|
|                                                          |                                            |         |      | Lay brick opening                                                   |                 |        |
|                                                          |                                            |         |      |                                                                     |                 |        |
|                                                          |                                            |         |      |                                                                     |                 |        |
|                                                          |                                            |         |      |                                                                     |                 |        |
|                                                          |                                            |         |      |                                                                     |                 |        |
|                                                          |                                            |         |      |                                                                     |                 |        |
|                                                          |                                            |         |      |                                                                     |                 |        |
|                                                          |                                            |         |      |                                                                     |                 |        |
|                                                          |                                            |         |      |                                                                     |                 |        |
|                                                          |                                            |         |      | QTY                                                                 | Rentals/ Tools  | Amount |
|                                                          |                                            |         |      | 1                                                                   | Lull            |        |
|                                                          |                                            |         |      |                                                                     |                 |        |
|                                                          |                                            |         |      |                                                                     |                 |        |
|                                                          |                                            |         |      |                                                                     |                 |        |
| Delivery                                                 |                                            |         |      | Delivery                                                            |                 |        |
| Total Materials                                          |                                            |         |      | Total Rentals                                                       |                 |        |
| Date                                                     | Name                                       | Trade   | Rate | Hours                                                               | Amount          |        |
| 05/19/25                                                 | Alysia Sanichar                            | L       |      | 8                                                                   |                 |        |
|                                                          |                                            |         |      |                                                                     |                 |        |
|                                                          | Tom Marinello ( see attached work ticket ) | MF      |      | 8                                                                   |                 |        |
|                                                          |                                            |         |      |                                                                     |                 |        |
|                                                          |                                            |         |      |                                                                     |                 |        |
|                                                          |                                            |         |      |                                                                     |                 |        |
|                                                          |                                            |         |      |                                                                     |                 |        |
|                                                          |                                            |         |      |                                                                     |                 |        |
| Is Work Complete?                                        |                                            |         |      | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | Total Labor     |        |
| Work Order By:                                           |                                            |         |      |                                                                     | Total Materials |        |
|                                                          |                                            |         |      |                                                                     | Total Rentals   |        |
|                                                          |                                            |         |      |                                                                     | Total Labor     |        |
|                                                          |                                            |         |      |                                                                     | Tax             |        |
| Authorized Signature:                                    |                                            |         |      |                                                                     | OH&P            |        |
|                                                          |                                            |         |      |                                                                     | Total           |        |
| I acknowledge the completion of the above described work |                                            |         |      |                                                                     |                 |        |





30 Essex St  
Albany, NY 12206  
P: (518)482-3400 F: (518)482-3444

Work Order

05-20-25

Date

ACAA 24-048

Job Name/Number

Bruce Boice

ASI -026

Recorded By

COR/ICOR #

Bill To:

| QTY                                                      | Material                                   | Unit \$ | Cost | Description                                                         |                 |
|----------------------------------------------------------|--------------------------------------------|---------|------|---------------------------------------------------------------------|-----------------|
|                                                          |                                            |         |      | Lay brick opening                                                   |                 |
|                                                          |                                            |         |      |                                                                     |                 |
|                                                          |                                            |         |      |                                                                     |                 |
|                                                          |                                            |         |      |                                                                     |                 |
|                                                          |                                            |         |      |                                                                     |                 |
|                                                          |                                            |         |      |                                                                     |                 |
|                                                          |                                            |         |      |                                                                     |                 |
|                                                          |                                            |         |      |                                                                     |                 |
|                                                          |                                            |         |      |                                                                     |                 |
|                                                          |                                            |         |      |                                                                     |                 |
|                                                          |                                            |         |      | QTY Rentals/ Tools Amount                                           |                 |
|                                                          |                                            |         |      | 1 Lull                                                              |                 |
|                                                          |                                            |         |      |                                                                     |                 |
|                                                          |                                            |         |      |                                                                     |                 |
|                                                          |                                            |         |      |                                                                     |                 |
| Delivery                                                 |                                            |         |      | Delivery                                                            |                 |
| Total Materials                                          |                                            |         |      | Total Rentals                                                       |                 |
| Date                                                     | Name                                       | Trade   | Rate | Hours                                                               | Amount          |
| 05/20/25                                                 | Alysia Sanichar                            | L       |      | 8                                                                   |                 |
|                                                          | Matt Jordan                                | L       |      | 2                                                                   |                 |
|                                                          | Tom Marinello ( see attached work ticket ) | MF      |      | 8                                                                   |                 |
|                                                          |                                            |         |      |                                                                     |                 |
|                                                          |                                            |         |      |                                                                     |                 |
|                                                          |                                            |         |      |                                                                     |                 |
|                                                          |                                            |         |      |                                                                     |                 |
|                                                          |                                            |         |      |                                                                     |                 |
|                                                          |                                            |         |      |                                                                     |                 |
| Is Work Complete?                                        |                                            |         |      | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | Total Labor     |
|                                                          |                                            |         |      |                                                                     | Total Materials |
| Work Order By:                                           |                                            |         |      |                                                                     | Total Rentals   |
| Authorized Signature:                                    |                                            |         |      |                                                                     | Total Labor     |
|                                                          |                                            |         |      |                                                                     | Tax             |
|                                                          |                                            |         |      |                                                                     | OH&P            |
| I acknowledge the completion of the above described work |                                            |         |      |                                                                     | Total           |

PCO-085 Rec'd TCCo 07.22.25



30 Essex St  
Albany, NY 12206  
P: (518)482-3400 F: (518)482-3444

Work Order

05-21-25

Date

ACAA 24-048

Job Name/Number

Bruce Boice

ASI -026

Recorded By

COR/ICOR #

Bill To:

| QTY                                                      | Material                                   | Unit \$ | Cost | Description                                                         |                 |
|----------------------------------------------------------|--------------------------------------------|---------|------|---------------------------------------------------------------------|-----------------|
|                                                          |                                            |         |      | complete Brick breakdown scaffold , clean up and demobilize         |                 |
|                                                          |                                            |         |      |                                                                     |                 |
|                                                          |                                            |         |      |                                                                     |                 |
|                                                          |                                            |         |      |                                                                     |                 |
|                                                          |                                            |         |      |                                                                     |                 |
|                                                          |                                            |         |      |                                                                     |                 |
|                                                          |                                            |         |      |                                                                     |                 |
|                                                          |                                            |         |      |                                                                     |                 |
|                                                          |                                            |         |      |                                                                     |                 |
|                                                          |                                            |         |      |                                                                     |                 |
|                                                          |                                            |         |      | QTY Rentals/ Tools Amount                                           |                 |
|                                                          |                                            |         |      | 1 Lull                                                              |                 |
|                                                          |                                            |         |      | 1 Boom lift                                                         |                 |
|                                                          |                                            |         |      | dumpster                                                            |                 |
|                                                          |                                            |         |      |                                                                     |                 |
|                                                          |                                            |         |      | Delivery                                                            |                 |
|                                                          |                                            |         |      | Delivery                                                            |                 |
|                                                          |                                            |         |      | Total Materials                                                     |                 |
|                                                          |                                            |         |      | Total Rentals                                                       |                 |
| Date                                                     | Name                                       | Trade   | Rate | Hours                                                               | Amount          |
| 05/21/25                                                 | Matt Jordan                                | L       |      | 3                                                                   |                 |
|                                                          | Tom Marinello ( see attached work ticket ) | MF      |      | 8                                                                   |                 |
|                                                          | Alysia Sanichar                            | L       |      | 8                                                                   |                 |
|                                                          |                                            |         |      |                                                                     |                 |
|                                                          |                                            |         |      |                                                                     |                 |
|                                                          |                                            |         |      |                                                                     |                 |
|                                                          |                                            |         |      |                                                                     |                 |
|                                                          |                                            |         |      |                                                                     |                 |
|                                                          |                                            |         |      |                                                                     |                 |
| Is Work Complete?                                        |                                            |         |      | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | Total Labor     |
|                                                          |                                            |         |      |                                                                     | Total Materials |
| Work Order By:                                           |                                            |         |      |                                                                     | Total Rentals   |
| Authorized Signature:                                    |                                            |         |      |                                                                     | Total Labor     |
|                                                          |                                            |         |      |                                                                     | Tax             |
|                                                          |                                            |         |      |                                                                     | OH&P            |
| I acknowledge the completion of the above described work |                                            |         |      |                                                                     | Total           |



1112

## ROW Construction

TERMS:

|                                                                                                               |                          |
|---------------------------------------------------------------------------------------------------------------|--------------------------|
| PHONE                                                                                                         | DATE OF ORDER<br>5-14-25 |
| ORDER TAKEN BY<br>Bruce Bocelli                                                                               | CUSTOMER'S ORDER NUMBER  |
| <input checked="" type="checkbox"/> DAY WORK <input type="checkbox"/> CONTRACT <input type="checkbox"/> EXTRA |                          |
| JOB NAME/NUMULH<br>Brick Work ASI-026                                                                         |                          |
| JOB LOCATION<br>Albany County Airport                                                                         |                          |
| JOB PHONE                                                                                                     | STARTING DATE            |

[illegible]

Work ordered by

**Signaturo**

I hereby acknowledge the satisfactory completion of the above described work.

Thank You

TAX

TOTAL

|      |    |
|------|----|
| 717  | 74 |
| 209  | 11 |
| 750  | 00 |
| 1476 | 8  |

**MARINELLO CONSTRUCTION CO., INC.**

## Masonry, Plaster & Stonework Contractors

142 Catherine Street

142 Catherine Street

ALBANY, N.Y. 12202

JULIES MINIVOLGTE

PCO-085 Rec'd TCCo 07.22.25

1113

**Phone/Fax (518) 449-1717**

TO

Adg) Construction

**TERMS:**

|                                              |                                   |
|----------------------------------------------|-----------------------------------|
| PHONE                                        | DATE OF ORDER<br>5-15-25          |
| ORDER TAKEN BY<br>Bruce Balle                | CUSTOMER'S ORDER NUMBER           |
| <input checked="" type="checkbox"/> DAY WORK | <input type="checkbox"/> CONTRACT |
|                                              | <input type="checkbox"/> EXTRA    |
| JOB NAME/NUMBER<br>BRICK WORK                |                                   |
| JOB LOCATION<br>Albany County Airport        |                                   |
| JOB PHONE                                    | STARTING DATE                     |

ASI-026

[illegible]

Work ordered by

Signature

I hereby acknowledge the satisfactory completion of the above described work.

Thank You

TAX

TOTAL

|     |    |
|-----|----|
| 217 | 74 |
|-----|----|

TOTAL MATERIALS

TOTAL OTHER

717 74



1114

Phone/Fax (518) 449-1717

TO

ADW CONSTRUCTION

TERMS:

|                                                    |                                   |                                |
|----------------------------------------------------|-----------------------------------|--------------------------------|
| PHONE                                              | DATE OF ORDER<br><u>5-16-25</u>   |                                |
| ORDER TAKEN BY<br><u>Bruce Borelli</u>             | CUSTOMER'S ORDER NUMBER           |                                |
| <input checked="" type="checkbox"/> DAY WORK       | <input type="checkbox"/> CONTRACT | <input type="checkbox"/> EXTRA |
| JOB NAME/NUMBER<br><u>Brick work around bridge</u> |                                   |                                |
| JOB LOCATION<br><u>Albany County Airport</u>       |                                   |                                |
| JOB PHONE                                          | STARTING DATE                     |                                |

AST-026

| QTY. | MATERIAL | PRICE | AMOUNT |
|------|----------|-------|--------|
|------|----------|-------|--------|

DESCRIPTION OF WORK

Finish safety work on scaffolding. Tooth 4' of existing brick. Make cuts on brick to fit dimension.

OTHER CHARGES

TOTAL OTHER

LABOR

HRS.

RATE

AMOUNT

Mason

8

89.12

717 76

TOTAL LABOR

717 76

TOTAL MATERIALS

TOTAL OTHER

TAX

TOTAL

717 76

Work ordered by

Mr. Paul - Joe (Vice)

Signature

Bruce Borelli

I hereby acknowledge the satisfactory completion of the above described work.

Thank You

5/20/25

**MARKELLE CONSTRUCTION CO., INC.**

**Masonry, Plaster & Stonework Contractors**  
142 Catherine Street  
ALBANY, N.Y. 12202

JULE INVOLUBLE

PCO-085 Rec'd TCCo 07.22.25

1115

**Phone/Fax (518) 449-1717**

TO

## ADW Construction

TERMS:

|                                              |                                |
|----------------------------------------------|--------------------------------|
| PHONE                                        | DATE OF ORDER<br>5-17-25       |
| ORDER TAKEN BY<br>Bruce Boice                | CUSTOMER'S ORDER NUMBER        |
| <input checked="" type="checkbox"/> DAY WORK | <input type="checkbox"/> EXTRA |
| JOB NAME/NUMBER<br>Brick work around door 2  |                                |
| JOB LOCATION<br>Albany County Airport        |                                |
| JOB PHONE                                    | STARTING DATE                  |

AST-026

[illegible]

DATE COMPLETED

TOTAL MATERIALS

64 73

TOTAL LABOR

1076 69

TOTAL MATERIALS

64 73

T( )TAI ( )THFR

Work ordered by

Signature

I hereby acknowledge the satisfactory completion of the above described work.

Thank You

LAX

TOTAL

114137



**MARINELLO CONSTRUCTION CO., INC.**

**Masonry, Plaster & Stonework Contractors**  
142 Catherine Street  
ALBANY, N.Y. 12202

PCO-085 Rec'd TCCo 07.22.25

1116

**Phone/Fax (518) 449-1717**

TO

## ADW Construction

TERMS:

|                                                                                                               |                         |
|---------------------------------------------------------------------------------------------------------------|-------------------------|
| PHONE                                                                                                         | DATE OF ORDER           |
| ORDER TAKEN BY                                                                                                | CUSTOMER'S ORDER NUMBER |
| <input checked="" type="checkbox"/> DAY WORK <input type="checkbox"/> CONTRACT <input type="checkbox"/> EXTRA |                         |
| JOB NAME/NUMBER                                                                                               |                         |
| JOB LOCATION                                                                                                  |                         |
| JOB PHONE                                                                                                     | STARTING DATE           |

[illegible]

Work ordered by

Signature

I hereby acknowledge the satisfactory completion of the above described work.

Thank You

TAX

TOTAL

728 96

PCO-085 Rec'd TCCo 07.22.25

|     |    |
|-----|----|
| 717 | 76 |
|-----|----|



MARINELLO CONSTRUCTION CO., INC.

## Masonry, Plaster & Stonework Contractors

142 Catherine Street

ALBANY, N.Y. 12202

JULIE INVOLVED

PCO-085 Rec'd TCCo 07.22.25

1133

**Phone/Fax (518) 449-1717**

TO

## ADW Construction

TERMS:

|                                              |                                                                  |
|----------------------------------------------|------------------------------------------------------------------|
| PHONE                                        | DATE OF ORDER<br><b>5-21-25</b>                                  |
| ORDER TAKEN BY<br><b>Bruce Boice</b>         | CUSTOMER'S ORDER NUMBER                                          |
| <input checked="" type="checkbox"/> DAY WORK | <input type="checkbox"/> CONTRACT <input type="checkbox"/> EXTRA |
| JOB NAME/NUMBER                              |                                                                  |
| JOB LOCATION<br><b>Albany County Airport</b> |                                                                  |
| JOB PHONE                                    | STARTING DATE                                                    |

| QTY. | MATERIAL | PRICE                  | AMOUNT | DESCRIPTION OF WORK                                               |
|------|----------|------------------------|--------|-------------------------------------------------------------------|
|      |          |                        |        | Break down scaffolding<br>staging. Remove equipment<br>from site. |
|      |          |                        |        |                                                                   |
|      |          |                        |        |                                                                   |
|      |          |                        |        |                                                                   |
|      |          |                        |        |                                                                   |
|      |          |                        |        |                                                                   |
|      |          |                        |        |                                                                   |
|      |          |                        |        | <b>OTHER CHARGES</b>                                              |
|      |          |                        |        | Trucking<br>Gas                                                   |
|      |          |                        |        |                                                                   |
|      |          |                        |        |                                                                   |
|      |          |                        |        |                                                                   |
|      |          |                        |        | TOTAL OTHER 100 00                                                |
|      |          |                        |        | Labor                                                             |
|      |          |                        |        | HRS. RATE AMOUNT                                                  |
|      |          |                        |        | Mason 8 Hrs @ 717 96                                              |
|      |          |                        |        |                                                                   |
|      |          |                        |        |                                                                   |
|      |          |                        |        |                                                                   |
|      |          |                        |        |                                                                   |
|      |          |                        |        |                                                                   |
|      |          |                        |        |                                                                   |
|      |          |                        |        |                                                                   |
|      |          |                        |        |                                                                   |
|      |          |                        |        |                                                                   |
|      |          |                        |        | TOTAL LABOR 717 96                                                |
|      |          | <b>TOTAL MATERIALS</b> |        | <b>TOTAL MATERIALS</b>                                            |

Work ordered by

Signature \_\_\_\_\_

I hereby acknowledge the satisfactory completion of the above described work.

Thank You

TAX

TOTAL

|     |    |
|-----|----|
| 100 | 00 |
|-----|----|

|    |    |
|----|----|
| 72 | 74 |
|----|----|

ocusign Envelope ID: 5EBAC5D5-F902-4725-B37D-627D4543F2D2

Patrick Andrews

Subject: FW: Albany Airport (Brick Order)

From: MARY FENNER <[momack001@msn.com](mailto:momack001@msn.com)>  
Sent: Monday, May 12, 2025 10:30 AM  
To: Patrick Andrews <[pandrews@aowconstruction.com](mailto:pandrews@aowconstruction.com)>  
Subject: Re: Albany Airport (Brick Order)

elden Brick Company, Sugercreek, OH  
20-926 Matt std. 2 1/4 h x 3 5/8 bd x 8L-  
25 pcs. Per cube  
OB Sugercreek, OH \$0.849 per M 1,050 pcs. \$891.45  
ull flatbed truck delivered direct to the jobsite \$2,900.00  
rick are pkgd. For a flatbed pick up.

Mary Kay Fenner

lomack Building Materials Corp.  
**New York State Certified Women Owned Business Enterprise (WBE)**  
Mary Kay Fenner President  
050 Western Ave. Suite 205  
.O. Box 616  
uilderland, NY 12084  
18-458-1431  
18-458-1432 FAX  
18-209-6627 Cell







**Turner Construction Company**  
1 Computer Drive South  
Albany, New York 12205

May 9, 2025,

Mr. Patrick Andrews  
AOW Construction  
Project Manager  
30 Essex Street  
Albany, NY 12206

RE: Albany County Airport Authority  
PCO-085 ASI-026 Exterior Brick Wall Detail

Dear Mr. Andrews,

Please provide pricing for ASI-026 Exterior Brick Wall Detail. For further clarification regarding this change please see ASI-026 drawings in the Procore Documents Tab. Price to include but not limited to removal of additional window and brick exterior, and replacement of brick. Submit pricing on this item no later than next Friday, May 16, 2025.

Please feel free to contact me if you have any questions regarding this request.

Sincerely,

*Brian McNeil*

Brian McNeil  
Project Engineer  
Turner Construction Company

## **AGENDA ITEM NO. 12**

### **Authorization of Federal and State Grants**



## **AGENDA ITEM NO. 13**

**Informational Only**

## **Old Business**

## **New Business**



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