



Airport Improvement Committee

Wednesday, March 6, 2024 2:30PM
40 McMaster Street, Ballston Spa, NY

Chair: Philip Barrett

Members: Ian Murray, Scott Ostrander, Jean Raymond, Kevin Veitch

Agenda

- I. Welcome and Attendance
- II. Approval of the minutes of the December 6, 2023 meeting.
- III. Appointment of Vice-Chair
- IV. Authorizing an agreement with McFarland Johnson for professional services related to acquisition of property located within the Saratoga County Airport's Runway Protection Zone and amending the 2024 budget in relation thereto (Chad Cooke, Public Works)
- V. Other Business
- VI. Adjournment



SARATOGA COUNTY AGENDA ITEM REQUEST

TO: Steve Bulger, County Administrator
Ridge Harris, Deputy County Administrator
George Conway, County Attorney
Therese Connolly, Clerk of the Board
Stephanie Hodgson, Director of Budget

CC: John Warmt, Director of Purchasing
Jason Kemper, Director of Planning and Economic Development
Bridget Rider, Deputy Clerk of the Board
Matt Rose, Management Analyst
Audra Hedden, County Administrator's Office
Samantha Kupferman, County Attorney's Office

DEPARTMENT: Department of Public Works

DATE: 3/4/24

COMMITTEE: Airport Improvement

1. Is a Resolution Required:

Yes, Contract Approval

2. Proposed Resolution Title:

Authorize a contract with McFarland Johnson in the amount of \$60,540 for professional services related to acquisition of property located within the Saratoga County Airport's Runway Protection Zone and amending the 2024 budget in relation thereto.

3. Specific Details on what the resolution will authorize:

Authorize a contract with McFarland Johnson in the amount of \$60,540 for professional services related to acquisition of property located within the Saratoga County Airport's Runway Protection Zone and amending the 2024 budget in relation thereto.

This column must be completed prior to submission of the request.

County Attorney's Office
Consulted Yes

4. Is a Budget Amendment needed: YES or NO
If yes, budget lines and impact must be provided.
Any budget amendments must have equal and offsetting entries.

County Administrator's Office
Consulted Yes

Please see attachments for impacted budget lines.
(Use ONLY when more than four lines are impacted.)

Revenue

Account Number	Account Name	Amount
H2024.50-3592	State Aid Airport	\$3,027
H2024.50-4592	Federal Aid Airport	\$54,486
H2024.50-5031	Transfer from General Fund	\$3,027

Expense

Account Number	Account Name	Amount
A.90.920.9900-H2024	Transfer to 2024 Capital Plan	\$3,027
H2024.50.513-7098	Pro Srv for Cap Purposes	\$60,540

Fund Balance (if applicable): (Increase = additional revenue, Decrease = additional expenses)

Decrease A-0599.B Appropriated Fund Balance-Budgetary

Amount: \$3,027

5. Identify Budget Impact (**Required**):

Other

a. G/L line impacted **Noted above**

b. Budget year impacted **2024**

c. Details

"The budget will be amended to accept these funds, authorize the related expenses, and decrease fund balance by \$3,027."

6. Are there Amendments to the Compensation Schedule?

YES or NO (If yes, provide details)

a. Is a new position being created? Y N

Effective date

Salary and grade

b. Is a new employee being hired? Y N

Effective date of employment

Salary and grade

Appointed position:

Term

c. Is this a reclassification? Y N

Is this position currently vacant? Y N

Is this position in the current year compensation plan? Y N

7. Does this item require the awarding of a contract: Y N

a. Type of Solicitation Professional Service

b. Specification # (BID/RFP/RFQ/OTHER CONTRACT #)

c. If a sole source, appropriate documentation, including an updated letter, has been submitted and approved by Purchasing Department? Y N N/A

d. Vendor information (including contact name):

McFarland Johnson, Inc.
49 Court Street, Suite 240
Binghamton, NY 13901

e. Is the vendor/contractor an LLC, PLLC, or partnership: No

f. State of vendor/contractor organization: NY

g. Commencement date of contract term: upon contract execution

h. Termination of contract date: upon project completion

i. Contract renewal date and term: N/A

k. Is this a renewal agreement: Y N

l. Vendor/Contractor comment/remarks:

Human Resources Consulted

Purchasing Office Consulted
Yes

8. Is a grant being accepted: YES or NO

a. Source of grant funding:

Federal

b. Agency granting funds:

FAA (\$54,486), NYSDOT (\$3,027)

c. Amount of grant:

\$57,513

d. Purpose grant will be used for:

land acquisition services

e. Equipment and/or services being purchased with the grant:

N/A

f. Time period grant covers:

5 years

g. Amount of county matching funds:

\$3,027

h. Administrative fee to County:

N/A

9. Supporting Documentation:

- Marked-up previous resolution
- No Markup, per consultation with County Attorney
- Information summary memo
- Copy of proposal or estimate
- Copy of grant award notification and information
- Other draft resolution

10. Remarks:

The County receives yearly entitlement funding for the airport from the FAA through the FAA AIP Program (Airport Improvement Program) in the amount \$150,000. The funding can be used for a variety of improvement projects including the acquisition of property as we are proposing for this project.

4/19/22



SARATOGA COUNTY BOARD OF SUPERVISORS

RESOLUTION 138 - 2022

Introduced by Buildings and Grounds: Supervisors M. Veitch, Connolly, Grasso, Lant, Ostrander, Raymond and Smith

AUTHORIZING AN AGREEMENT WITH MCFARLAND JOHNSON, INC. FOR PROFESSIONAL SERVICES RELATED TO THE ACQUISITION OF PROPERTY LOCATED WITH SARATOGA COUNTY AIRPORT’S RUNWAY PROTECTION ZONE

WHEREAS, McFarland Johnson, Inc. has submitted a proposal for professional services related to property acquisition within Saratoga County Airport’s Runway Protection Zone in the amount of \$60,540; and

WHEREAS, our Airport Improvement Committee and the Commissioner of Public Works have recommended the County enter into an agreement with McFarland Johnson, Inc. in the amount of \$60,540 for professional services related to property acquisition within Saratoga County Airport’s Runway Protection Zone; now, therefore, be it

RESOLVED, that the Chair of the Board is authorized to execute agreement with McFarland Johnson, Inc. of Binghamton, New York, to provide professional services related to property acquisition within Saratoga County Airport’s Runway Protection Zone, at a cost not to exceed \$60,540; and it is further

RESOLVED, that the form and content of said amendment is subject to the approval of the County Attorney; and it is further

RESOLVED, that the 2024 County budget is amended as follows:

UNDER PUBLIC WORKS:

A Fund

Increase Appropriations:

A.90.920.9900-H2024 Transfer to 2024 Capital Plan \$ 3,027

Decrease Fund Balance

A-0599.B – Appropriated Fund Balance Budgetary \$ 3,027

H2024 Capital Fund:

Increase Revenue:

H2024.50-3592 – State Aid Airport	\$ 3,027
H2024.50-4592 – Federal Aid Airport	\$54,486
H2024.50-5031 – Transfer from General Fund	<u>\$ 3,027</u>
	\$60,540

Increase Appropriations:

H2024.50.513-7098 – Prof. Services for Capital Purposes	\$60,540
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; and it is further

RESOLVED, this Resolution shall take effect immediately.

BUDGET IMPACT STATEMENT: The budget will be amended to accept these funds, authorize the related expenses, and decrease fund balance by \$3,027.



EXHIBIT A
SCOPE OF WORK
FOR
SARATOGA COUNTY
SARATOGA COUNTY, NY

RPZ LAND ACQUISITION SERVICES

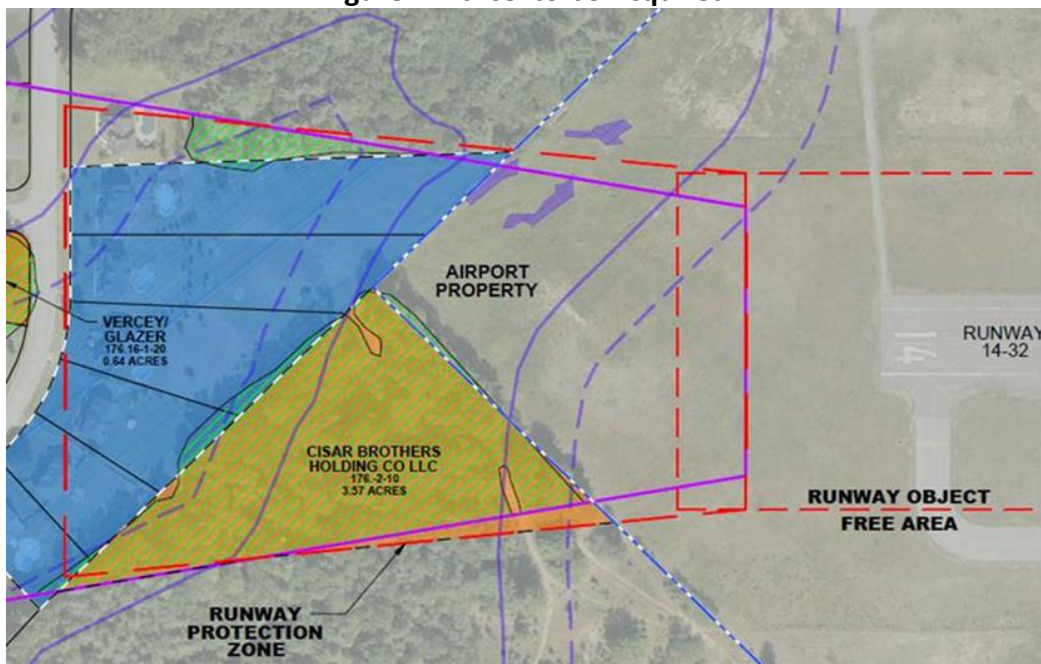
March 2024

I. PROJECT DESCRIPTION

The County of Saratoga, NY (SPONSOR), operator of the Saratoga County Airport (5B2), has tasked McFarland-Johnson, Inc. (CONSULTANT) with assisting in the acquisition in fee simple of a 3.57± acre portion of a larger parcel adjacent to the Saratoga County Airport.

The subject parcel (The Parcel) is identified as a portion of tax parcel #176.-2-10, an 85-acre parcel adjacent the northwest portion of 5B2. The land is currently undeveloped and wooded. The portion of the parcel to be acquired is 3.57± acres within the runway protection zone (RPZ) of Runway 14. The acquisition of the Parcel is eligible for funding from the Federal Aviation Administration (FAA) and the New York State Department of Transportation (NYSDOT), and the SPONSOR intends to utilize FAA funding through the Airport Improvement Program (AIP). The portion of the parcel to be acquired is shown shaded yellow below in **Figure 1**.

Figure 1: Parcel to be Acquired



Source: McFarland-Johnson, Inc., May 2015



II. SCOPE OF WORK

Professional services to be provided by CONSULTANT shall include the following:

ARTICLE A – PROJECT ADMINISTRATION AND MANAGEMENT

This task consists of project administration and management, grant administration, and coordination with the authorized representatives of SPONSOR, NYSDOT, and FAA. As part of this task, the CONSULTANT will draft correspondence and prepare any subconsultant or contractor agreements needed to accomplish the project goals. The project will require close coordination with the parties listed above. This task includes coordination with the FAA New York Airports District Office staff to present and review the proposed acquisition project costs and FAA funding timelines.

ARTICLE B – ENVIRONMENTAL REVIEW DOCUMENTATION

The project has received approval through both the National Environmental Policy Act (NEPA) via an Environmental Assessment (EA), and the State Environmental Quality Review Act (SEQR) via a Full Environmental Assessment Form. These documents will be provided to the County and FAA as the record of environmental review.

ARTICLE C – SURVEY

The CONSULTANT will subcontract with a survey services provider licensed to conduct business in the State of New York (SUBCONSULTANT). As the SPONSOR only seeks to acquire the portion of the parcel that lies within the RPZ, the Parcel will need to have a lot line adjustment (a subdivision will not be required).

The SUBCONSULTANT will complete a partial field survey and prepare a proposed lot line adjustment map showing the existing lot lines as well as the new proposed lot lines. The CONSULTANT will coordinate the review and approval of the lot line adjustment with the Town of Milton Building Department.

ARTICLE D – APPRAISAL

In accordance with FAA standards, for the acquisition of the parcel, the CONSULTANT will contract with a Certified General Real Estate Appraiser (APPRAISER) to conduct one (1) real property appraisal and prepare a real property appraisal report to determine the fair market value of the proposed acquisition.

1. The appraisal report will be submitted in “before and after” format that meets applicable state and federal requirements (including Yellow Book)
2. The property will be valued as of the inspection date, unless otherwise indicated.



3. The report will be prepared in accordance with the requirements of the Code of Professional Ethics and the Standards of Professional Practice of the Appraisal Institute. The CONSULTANT will ensure that all real property appraisals and real estate appraisal reports completed by the APPRAISER conform to the Uniform Standards of Professional Appraisal Practice (USPAP), Standard 1, Real Property Appraisal Development, and Standard 2, Real Property Appraisal, Reporting.

The USPAP contains a Certification of Appraiser. In addition, the APPRAISER must certify the following: "The property owner or his/her designated representative was given an opportunity to accompany the appraiser during the property inspection. Any decrease or increase in the fair market value of the real property prior to the date of valuation caused by the public improvement for which such property is acquired, or by the likelihood that the property would be acquired for such improvement, other than that due to physical deterioration within the reasonable control of the owner, will be disregarded in estimating the compensation for the property."

ARTICLE E – APPRAISAL REVIEW

The CONSULTANT will provide the real property appraisal report to NYSDOT Real Estate Division for completion of a review appraisal to confirm the fair market values identified in each appraisal.

ARTICLE F – ENVIRONMENTAL SITE ASSESSMENT

1. The CONSULTANT will complete a Phase I Environmental Site Assessment (ESA) consistent with the procedures included in ASTM E1527-21, *Standard Practice for Environmental Site Assessments: Phase I Environmental Assessment Process*. The purpose of the ESA will be to assist the SPONSOR in developing information to identify Recognized Environmental Conditions (REC) in connection with the site. The ESA will be limited to the investigation of an approximately 3.57-acre vacant property.
2. The Phase I ESA will identify RECs, such as hazardous substances on a property under conditions that indicate an existing or past release, or a material threat of a release that may impact environmental media on the property. The range of contaminants considered will be consistent with the Comprehensive Environmental Response Compensation and Liability Act (CERCLA) as well would include petroleum products and the potential for vapor migration will be addressed.
3. The Phase I ESA will be conducted by an Environmental Professional in accordance with ASTM Standard E1527-21 and the EPA's "All Appropriate Inquiries" guidelines (All Appropriate Inquiries Final Rule at 40 CFR Part 312) and would include the following components:
 - a. Historical Use Information - A review of selected historical sources, including but not limited to land use history, Sanborn Maps, city directories, aerial photos,



historical topographical maps, previously recorded environmental clean-up documentation, liens, etc. Visual site and adjacent property inspections would be conducted to document obvious past land use of the site and adjoining properties back to 1940 or when the site was initially developed, whichever is earlier.

- b. Regulatory Records Review - Consistent with ASTM E1527-21, federal, state, and tribal databases, where applicable and within ASTM-defined minimum search distances from the nearest property boundary, will be reviewed for indications of RECs. In addition to the database review and if customary practice for the site location, an attempt will be made to review reasonably ascertainable and useful local lists or records such as Brownfield sites, landfill/solid waste disposal sites, registered storage tanks, land records, emergency release reports, and contaminated public wells.
 - c. Site Reconnaissance - A site reconnaissance will be conducted to identify RECs to the degree of obviousness of the presence or likely presence of contamination at the property. The reconnaissance will consist of visual observations of the site from the site boundaries and interior portions of the site.
 - d. Interviews - The CONSULTANT will conduct interviews with the current site owners and/or site personnel having knowledge of the current and historic uses and physical characteristics of the site.
 - e. Phase I ESA Report - The draft report will be submitted electronically that presents the results of the assessment, based upon the scope of services. Upon completion of necessary revisions, one copy of the final report will be signed by an environmental professional responsible for the Phase I ESA, and the report will contain an environmental professional statement as required by 40 CFR 312.21(d). A draft copy of the report will be submitted to the SPONSOR for review prior to finalization.
4. Project Management including scheduling, coordination with the project staff, SPONSOR, QA/QC of project deliverables, and preparation of the task order, project invoices and other required documentation.

The CONSULTANT will provide an electronic copy of the Draft Phase I ESA Report for SPONSOR review and one copy of the Final Phase I ESA Report.

ARTICLE G – PROPERTY ACQUISITION MANAGEMENT

The CONSULTANT will manage the acquisition of all property interests to be acquired as part of this project. To assist in this task, the CONSULTANT will engage the services of an experienced



firm familiar with NYSDOT and FAA land acquisition procedures (SUBCONSULTANT). Tasks to be included under this task shall include:

1. The SUBCONSULTANT will:
 - a. Act as a liaison: Aid the SPONSOR and CONSULTANT by acting as a liaison with the property owner.
 - b. Conduct Title Report Services: Search public records concerning all matters presently affecting the title of the parcel to obtain a report acceptable to the SPONSOR and the FAA, and that shall comply with the procedures outlined in the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (Uniform Act), as amended, and FAA Advisory Circular (AC) 150/5100-17, *Land Acquisition and Relocation Assistance for Airport Improvement Program (AIP) Assisted Projects*.
 - c. Perform Negotiation Assistance: Negotiate the purchase of the portion of the project property to be acquired during the term of this agreement and diligently pursue an amicable settlement.
 - d. Perform Closing Services: Prepare all relevant legal documents for closing, resolve title matters, disburse the proceeds, address payment of taxes, record the deed, and prepare a certificate of title.

iii. **PROJECT ASSUMPTIONS**

The following efforts are assumed as part of this agreement:

- Estimate one (1) abstract of title
- Estimate one (1) title certification
- Estimate one (1) self-contained appraisal report
- Estimate one (1) offer package
- Estimate one (1) property owner
- Estimate two (2) revisions to just compensation
- Estimate zero (0) administrative settlements
- Estimate zero (0) release(s) of mortgage
- Estimate zero (0) lien subordination agreements
- Estimate one (1) property tax proration calculation
- Estimate one (1) closing package
- CONSULTANT will have property access and permission to conduct a site inspection of the subject area.
- Site reconnaissance for the entire property can be completed in one day. SPONSOR will provide access to all areas on the same date as the site inspection.
- CONSULTANT cannot warrant that documents, records, or reports prepared by others not under the direction of the CONSULTANT are accurate or up to date.



- If the SPONSOR is aware of any specialized knowledge or experience that is material to environmental conditions in connection with the Project or The Parcel, it is the SPONSOR's responsibility to bring it to the attention of the CONSULTANT's team before any field work activities.
- CONSULTANT will have permission to conduct interviews with current and past owners, including neighboring or nearby property owners or occupants regarding the historic use of the parcels. SPONSOR will provide contact information of current and past owners.
- Sampling for asbestos containing materials (ACMs) and lead based paint (LBP) is not included.
- SPONSOR will provide the CONSULTANT with an Abstract of Title, Deed and Title Search Documentation.
- No sampling of materials, including soil, water, air, and building materials, will be performed as part of this project.
- Given the limited scope of this Phase I ESA, the CONSULTANT will make no warranty, guarantee, or impression, expressed or implied, that the subject property is free of contaminants.
- The Phase I ESA will not be subject to review and approval from regulatory agencies.

The following technical assumptions are made part of this agreement:

- Assume one (1) property with one (1) owner will be impacted by the project
- Assume the SPONSOR will acquire the full fee simple interest to a portion of one (1) property
- Assume no additional independent land surveys will be required
- Assume no relocation of businesses or residents will be required.
- Assume recording fees for transfer documents will be waived by the Saratoga County Clerk.

Exhibit B: Consultant's Fee Proposal
McFarland Johnson, Inc.

March 4, 2024

Saratoga County, NY
Saratoga County Airport (5B2)
Project Number 18763.06
Runway Protection Zone (RPZ) Land Acquisition

Task and Description	Payment Terms	Hours	Fee
Article A - Project Administration / Project Management	Lump Sum	94	\$ 16,700.00
Article B - Environmental Review Documentation	Lump Sum	2	\$ 360.00
Article C - Survey	Lump Sum	12	\$ 3,500.00
Article D - Appraisal	Lump Sum	8	\$ 6,490.00
Article E - Appraisal Review	Lump Sum	8	\$ 1,490.00
Article F - Phase I Environmental Site Assessment	Lump Sum	50	\$ 6,700.00
Article G - Property Acquisition Management	Lump Sum	36	\$ 25,300.00
Total Project Costs	TOTAL	210	\$ 60,540.00

<u>Breakdown</u>	
Subconsultants	\$ 25,206.69
Expenses	\$ 970.02
MJ	\$ 34,363.29
Breakdown Total	\$ 60,540.00

Saratoga County, NY
Saratoga County Airport (5B2)
Project Number 18763.06
Runway Protection Zone (RPZ) Land Acquisition

Sub task	Article A - Project Administration / Project Management	Division/Regional Director	Senior Project Planner/Engineer	Project Planner/Engineer	Assistant Planner/Engineer	Senior Technician	Assistant Admin/Technician	Hours
A.1	Administration & Project Management	2	4	20				26
A.2	Grant Application & Administration			60		8		68
	TOTAL Hours	2	4	80	0	8	0	94
	Hourly Rate	\$ 90.98	\$ 64.44	\$ 56.39	\$ 38.47	\$ 39.41	\$ 24.11	
	Direct labor Cost	\$ 181.96	\$ 257.76	\$ 4,511.20	\$ -	\$ 315.28	\$ -	

Expenses

Meals	
Hotel	\$ -
Mileage	\$ -
Transportation Cost (Tolls/Parking)	\$ -
Postage/Copies	\$ 45.64
Total Expenses	\$ 45.64

Outside Services

None.	\$ -
Total Outside Services:	\$ -

TOTAL HOURS	94
TOTAL DIRECT LABOR COST	\$ 5,266.20
OVERHEAD @ 175.00%	\$ 9,215.85
TOTAL LABOR COST	\$ 14,482.05
FEE @ 15%	\$ 2,172.31
SUBTOTAL	\$ 16,654.36
TOTAL EXPENSES	\$ 45.64
TOTAL OUTSIDE SERVICES	\$ -
TOTAL TASK	\$ 16,700.00
LUMP SUM	\$ 16,700.00

Saratoga County, NY
Saratoga County Airport (5B2)
Project Number 18763.06
Runway Protection Zone (RPZ) Land Acquisition

Sub task	Article B - Environmental Review Documentation	Division/Regional Director	Senior Project Planner/Engineer	Project Planner/Engineer	Assistant Planner/Engineer	Senior Technician	Assistant Admin/Technician	Hours
B.1	Coordination			2				2
	TOTAL Hours	0	0	2	0	0	0	2
	Hourly Rate	\$ 90.98	\$ 64.44	\$ 56.39	\$ 38.47	\$ 39.41	\$ 24.11	
	Direct labor Cost	\$ -	\$ -	\$ 112.78	\$ -	\$ -	\$ -	

Expenses

Meals	
Hotel	
Mileage	
Transportation Cost (Tolls/Parking)	
Postage/Copies	\$ 3.33

Total Expenses

\$ 3.33

Outside Services

None. \$ -

Total Outside Services:

\$ -

TOTAL HOURS	2
TOTAL DIRECT LABOR COST	\$ 112.78
OVERHEAD @ 175.00%	\$ 197.37
TOTAL LABOR COST	\$ 310.15
FEE @ 15%	\$ 46.52
SUBTOTAL	\$ 356.67
TOTAL EXPENSES	\$ 3.33
TOTAL OUTSIDE SERVICES	\$ -
TOTAL TASK	\$ 360.00
LUMP SUM	\$ 360.00

Saratoga County, NY
 Saratoga County Airport (5B2)
 Project Number 18763.06
 Runway Protection Zone (RPZ) Land Acquisition

Sub task	Division/Regional Director	Senior Project Planner/Engineer	Project Planner/Engineer	Assistant Planner/Engineer	Senior Technician	Assistant Admin/Technician	Hours
C.1	Survey Coordination		8		4		12
	TOTAL Hours	0	8	0	4	0	12
	Hourly Rate	\$ 90.98	\$ 64.44	\$ 56.39	\$ 38.47	\$ 39.41	\$ 24.11
	Direct labor Cost	\$ -	\$ -	\$ 451.12	\$ -	\$ 157.64	\$ -

Expenses

Meals	\$	-
Hotel		
Mileage	\$	-
Transportation Cost (Tolls/Parking)	\$	-
Postage/Copies	\$	74.80

Total Expenses \$ **74.80**

Outside Services

Gilbert VanGuilder Land Surveyor, PLLC \$ 1,500.00

Total Outside Services: \$ **1,500.00**

TOTAL HOURS	12
TOTAL DIRECT LABOR COST	\$ 608.76
OVERHEAD @ 175.00%	\$ 1,065.33
TOTAL LABOR COST	\$ 1,674.09
FEE @ 15%	\$ 251.11
SUBTOTAL	\$ 1,925.20
TOTAL EXPENSES	\$ 74.80
TOTAL OUTSIDE SERVICES	\$ 1,500.00
TOTAL TASK	\$ 3,500.00
LUMP SUM	\$ 3,500.00

Saratoga County, NY
Saratoga County Airport (5B2)
Project Number 18763.06
Runway Protection Zone (RPZ) Land Acquisition

Sub task	Article D - Appraisal	Division/Regional Director	Senior Project Planner/Engineer	Project Planner/Engineer	Assistant Planner/Engineer	Senior Technician	Assistant Admin/Technician	Hours
D.1	Appraisal Coordination & Review			8				8
	TOTAL Hours	0	0	8	0	0	0	8
	Hourly Rate	\$ 90.98	\$ 64.44	\$ 56.39	\$ 38.47	\$ 39.41	\$ 24.11	
	Direct labor Cost	\$ -	\$ -	\$ 451.12	\$ -	\$ -	\$ -	

Expenses

Meals	\$ -
Hotel	
Mileage	\$ -
Transportation Cost (Tolls/Parking)	\$ -
Postage/Copies	\$ 63.33
Total Expenses	\$ 63.33

Outside Services

Thurston, Casale, & Ryan, LLC	\$ 5,000.00
Total Outside Services:	\$ 5,000.00

TOTAL HOURS	8
TOTAL DIRECT LABOR COST	\$ 451.12
OVERHEAD @ 175.00%	\$ 789.46
TOTAL LABOR COST	\$ 1,240.58
FEE @ 15%	\$ 186.09
SUBTOTAL	\$ 1,426.67
TOTAL EXPENSES	\$ 63.33
TOTAL OUTSIDE SERVICES	\$ 5,000.00
TOTAL TASK	\$ 6,490.00
LUMP SUM	\$ 6,490.00

Saratoga County, NY
Saratoga County Airport (5B2)
Project Number 18763.06
Runway Protection Zone (RPZ) Land Acquisition

Sub task	Article E - Appraisal Review	Division/Regional Director	Senior Project Planner/Engineer	Project Planner/Engineer	Assistant Planner/Engineer	Senior Technician	Assistant Admin/Technician	Hours
E.1	Appraisal Review Coordination			8				8
	TOTAL Hours	0	0	8	0	0	0	8
	Hourly Rate	\$ 90.98	\$ 64.44	\$ 56.39	\$ 38.47	\$ 39.41	\$ 24.11	
	Direct labor Cost	\$ -	\$ -	\$ 451.12	\$ -	\$ -	\$ -	

Expenses

Meals	\$	-
Hotel	\$	-
Mileage		
Transportation Cost (Tolls/Parking)	\$	-
Postage/Copies	\$	63.33
Total Expenses	\$	63.33

Outside Services

Total Outside Services:

None.	\$	-
Total Outside Services:	\$	-

TOTAL HOURS	8
TOTAL DIRECT LABOR COST	\$ 451.12
OVERHEAD @ 175.00%	\$ 789.46
TOTAL LABOR COST	\$ 1,240.58
FEE @ 15%	\$ 186.09
SUBTOTAL	\$ 1,426.67
TOTAL EXPENSES	\$ 63.33
TOTAL OUTSIDE SERVICES	\$ -
TOTAL TASK	\$ 1,490.00
LUMP SUM	\$ 1,490.00

Saratoga County, NY
Saratoga County Airport (5B2)
Project Number 18763.06
Runway Protection Zone (RPZ) Land Acquisition

Sub task	Article F - Phase I Environmental Site Assessment	Division/Regional Director	Senior Project Planner/Engineer	Project Planner/Engineer	Assistant Planner/Engineer	Senior Technician	Assistant Admin/Technician	Hours
F.1	Phase I ESA	2			40		8	50
	TOTAL Hours	2	0	0	40	0	8	50
	Hourly Rate	\$ 90.98	\$ 64.44	\$ 56.39	\$ 38.47	\$ 39.41	\$ 24.11	
	Direct labor Cost	\$ 181.96	\$ -	\$ -	\$ 1,538.80	\$ -	\$ 192.88	

Expenses

Environmental Database Report	\$ 575.00
Hotel	\$ -
Mileage	\$ -
Transportation Cost (Tolls/Parking)	\$ -
Postage/Copies	\$ 73.11

Total Expenses

\$ 648.11

Outside Services

None. \$ -

Total Outside Services:

\$ -

TOTAL HOURS	50
TOTAL DIRECT LABOR COST	\$ 1,913.64
OVERHEAD @ 175.00%	\$ 3,348.87
TOTAL LABOR COST	\$ 5,262.51
FEE @ 15%	\$ 789.38
SUBTOTAL	\$ 6,051.89
TOTAL EXPENSES	\$ 648.11
TOTAL OUTSIDE SERVICES	\$ -
TOTAL TASK	\$ 6,700.00
LUMP SUM	\$ 6,700.00

Saratoga County, NY
Saratoga County Airport (5B2)
Project Number 18763.06
Runway Protection Zone (RPZ) Land Acquisition

Sub task	Article G - Property Acquisition Management	Division/Regional Director	Senior Project Planner/Engineer	Project Planner/Engineer	Assistant Planner/Engineer	Senior Technician	Assistant Admin/Technician	Hours
G.1	Subconsultant Coordination		4	24				28
G.2	Title Report Services			2				2
G.3	Negotiations			4				4
G.4	Closing			2				2
	TOTAL Hours	0	4	32	0	0	0	36
	Hourly Rate	\$ 90.98	\$ 64.44	\$ 56.39	\$ 38.47	\$ 39.41	\$ 24.11	
	Direct labor Cost	\$ -	\$ 257.76	\$ 1,804.48	\$ -	\$ -	\$ -	

Expenses

Meals	\$ -
Hotel	\$ -
Mileage	\$ -
Transportation Cost (Tolls/Parking)	\$ -
Postage/Copies	\$ 71.48

Total Expenses

\$ 71.48

Outside Services

O.R. Colan Associates, LLC \$ 18,706.69

Total Outside Services:

\$ 18,706.69

TOTAL HOURS	36
TOTAL DIRECT LABOR COST	\$ 2,062.24
OVERHEAD @ 175.00%	\$ 3,608.92
TOTAL LABOR COST	\$ 5,671.16
FEE @ 15%	\$ 850.67
SUBTOTAL	\$ 6,521.83
TOTAL EXPENSES	\$ 71.48
TOTAL OUTSIDE SERVICES	\$ 18,706.69
TOTAL TASK	\$ 25,300.00
LUMP SUM	\$ 25,300.00