

County Facilities Committee - Airport
Department of Public Works
AGENDA
May 1, 2017 – 1:45pm

Committee Members: *GIRARD, Strough, Beaty, Braymer, Geraghty, Leggett, MacDonald, Montesi, Seeber, Simpson*

- I. **Committee Meeting Call To Order**..... Chairman Girard
- II. **Motion to Approve Minutes of Prior Committee Meeting**..... Chairman Girard
- III. **Action Agenda/New Business**
Page
2 Transfer Funds – Airport Salary funds for DPW Highway Labor..... Jeffery Tennyson
Rationale – \$25,693.07 for DPW labor at airport for snow removal and projects
- IV. **Referral/Pending Items**
 - 1) Mr. Dubarry to develop spreadsheet of Airport revenues vs. expenditures and provide suggestions for how revenues could be increased and expenditures decreased. (10.27.15)
 - 2) Referral from the Airport Advisory Group: County Attorney to provide proposed amendments to the FBO contract based upon changes made at the Airport. (02.02.17) Update: County Attorney to meet with legal counsel for Rich Air to determine appropriate adjustments to the FBO contract and address discrepancy pertaining to hours of operation for the Aviator Restaurant. (02.28.17)
 - 3) Referral from the Airport Advisory Group: Rich Schermerhorn has committed to absorbing all costs and work associated with the alternative parking plan presented for the Warren County Airport. (02.02.17) Update: Parking Plan proposed by Rich Air to be updated to provide more information and reviewed by the County Engineer. (02.28.17)
 - 4) Committee to revisit Proposal from Rich Air for construction of additional T-hangars. (02.28.17)
 - 5) County Attorney to review and determine ownership of restaurant equipment from former Airport Café. (02.28.17)
 - 6) Committee to review questions posed at the April 5th Public Hearing for the Runway 1-19 Extension Project and any answers available; County Attorney to provide overview of FAA procedures related to response process. (03.27.17)
- V. **Information for Discussion/Review**
 - Jet hangars proposal & associated paving
 - Temporary fuel proposal
- VI. **Privilege of the Floor to discuss any additional items to come before the Committee**
- VII. **Motion to Adjourn**

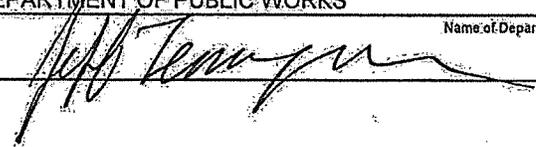
Attachments

- Schermerhorn jet hangar proposal
- C&S jet hangar layout recommendation
- Temporary fuel transfer proposal

REQUEST FOR TRANSFER OF FUNDS

TO: AMANDA ALLEN, CLERK, WARREN COUNTY BOARD OF SUPERVISORS

FROM: DEPARTMENT OF PUBLIC WORKS

SIGNED:  DATE: 5/1/2017

Name of Department

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A:5610 110	General, Airport, Salaries-Regular	A:5610 470	General, Airport, Contract	\$20,000.00

CONTINGENT FUND TRANSFER REQUESTS

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A:1990 439	Contingent Fund			

Please state reason for transfer request:

Cover Cost of DPW Road Maintenance Charges

Please file original request with Clerk of the Board and retain copy for your records.

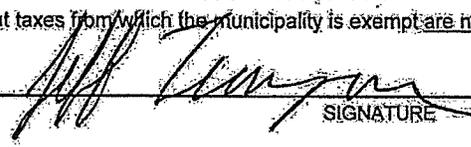
VOUCHER

Purchase Order No. _____	Check No. _____
Ordered for <u>Floyd Bennett Mem. Airport</u>	Code No. <u>A.5610 470</u>
Purpose _____	
VENDOR # <u>2000</u>	WARREN COUNTY Municipal Center, Lake George, NY 12845
CLAIMANT'S NAME: <u>Michael R. Swan, County Treasurer</u>	RESOLUTION NO. _____
AND ADDRESS _____	TAX EXEMPT NO. <u>14 600 2576</u>

Dates	Quantity	Description of Materials or Services	Unit Price	Total Amount
		<p><i>CV</i></p> <p>Reimbursement to DPW Road Maintenance for Services to the Airport January 1, 2017 to April 10, 2017</p> <p>Salary and Benefits Regular January 1, 2017 - April 10, 2017 Over time</p> <p>N/C Equipment Rental - Used Airport Vehicles</p> <p>Pay Rates include Benefits.</p> <p>Revenues go to D.5110 2801</p>		<p>\$ 16,116.12</p> <p>\$ 9,576.95</p> <p>\$</p>
			Total	\$ 25,693.07

CLAIMANT'S CERTIFICATION

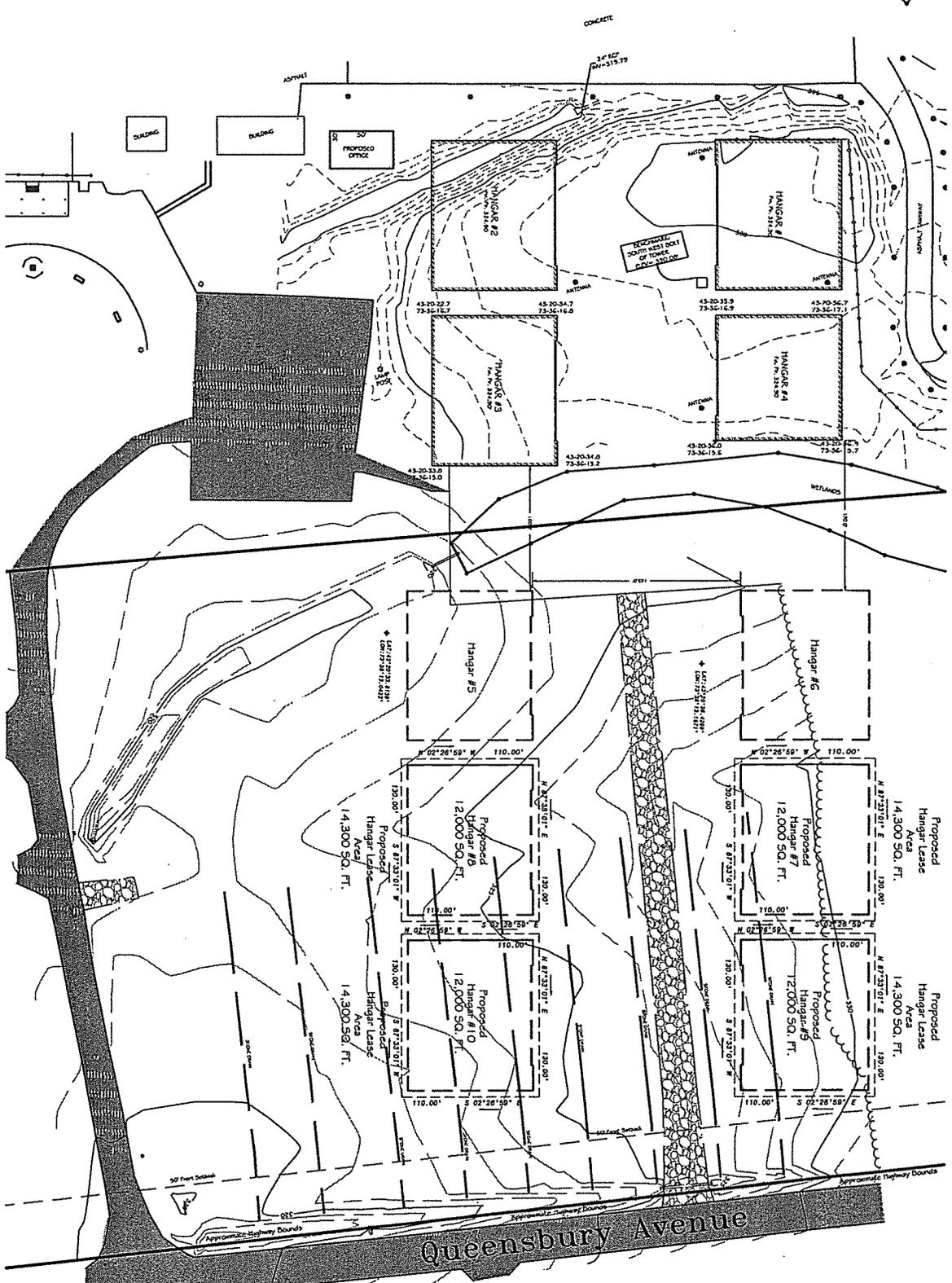
I, Jeffery Tennyson, PE, certify that the above account in the \$ 25,693.07 is true and correct; that the items, services, and disbursements charged were rendered to or for the municipality on the dates stated; that no part has been paid or satisfied; that taxes from which the municipality is exempt are not included; and that the amount claimed is actually due.

4/21/17  Superintendent of Public Works
 DATE SIGNATURE TITLE

(Space Below for Municipal Use)

<p align="center">DEPARTMENT APPROVAL</p> <p>The above services or materials were rendered or furnished to the municipality on the dates stated and the charges are correct.</p>	<p align="center">APPROVAL FOR PAYMENT</p> <p>This claim is approved and ordered paid from the appropriations indicated above.</p>
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DATE _____ AUTHORIZED OFFICIAL _____ DEP. SUPT. OF PUBLIC WORKS	DATE _____ COUNTY AUDITOR _____
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**Van & Dusen
Steves
Land Surveyors**

189 Haviland Road
Queensbury, New York 12804
New York Lic. No. 50135
(518) 792-8474

UNLICENSED ASSISTANTS OF LICENSED SURVEYORS
THE STATE OF NEW YORK SURVEYING LAW, § 20-101
AND § 20-102, PROVIDES THAT AN UNLICENSED ASSISTANT
MAY NOT PREPARE A SURVEY MAP OR PLAN FOR THE
PURPOSES OF THE SURVEYING LAW, § 20-101, UNLESS
HE OR SHE IS UNDER THE CLOSE PERSONAL SUPERVISION
AND CONTROL OF A LICENSED SURVEYOR. ANY UNLICENSED
ASSISTANT WHO PREPARES A SURVEY MAP OR PLAN
FOR THE PURPOSES OF THE SURVEYING LAW, § 20-101,
WITHOUT BEING UNDER THE CLOSE PERSONAL SUPERVISION
AND CONTROL OF A LICENSED SURVEYOR, IS VIOLATING
THE SURVEYING LAW, § 20-101, AND IS SUBJECT TO
THE PENALTIES THEREOF.

Map of a Survey made for
Richard Schermerhorn
Town of Queensbury, Warren County, New York

NO.	DATE	DESCRIPTION
2	02/27/17	PROPOSED HANGARS
1	12/13/16	MOVED PROPOSED OFFICE

Date: May 4, 2016
Scale: 1"=60'
S-1
SHEET OF 1
Schematics
DWG. NO. 01-250-HANGAR

Transport-to-Refueler Transfer Requirements

NOTICE: The requirements outlined below are only to be exercised AFTER local Authority Having Jurisdiction (AHJ), Airport Authorities, local agencies or other governing bodies, whether Federal or Local, have reviewed and approved the procedure in written form. This approval must be supplied to World Fuel Services in advance.

The Aviation Fuel transfer process from transport into mobile refueling contains the following steps:

- 1) Both vehicles are within 10-15 feet of each other to affect the transfer and utilizes a single length of uncoupled hose.
- 2) Refueling available volume should be verified by gauging/dipping or by record keeping (tracking receipts and deliveries) so delivery volume and available refueler volume can be matched to prevent overfill.
- 3) Transfer area is in a low traffic area, typically remote from the public except in the case of the operations taking place at an airport. In this case the area is in the airport secure area.
- 4) Both vehicles are bonded together to balance any electrical potential between delivery unit and receiving unit.
- 5) Vehicles shall be arranged such that receiving vehicle is downwind of the delivery vehicle to promote wind disbursement of vapors moving away from operating delivery vehicle engine.
- 6) Fuel-type compliant filtration with DP monitoring and functioning water removal systems are preferred to be in service for the transfer between delivery unit and receiving unit. In the event this level of filtration cannot be achieved, 200% of mobile refueler's inventory will be recirculated through filtration prior to sale to aircraft.
- 7) Both vehicles shall be equipped with spill response material for minor spills. The WFS delivery contract road carrier will have a spill response program for spills (regulatory requirement).
- 8) Each receiving refueling vehicle used must be equipped with a high level shutoff and pre-check. The high level shutoff shall not be used to control tank shutdown but act as a secondary device. The primary means of over fill control should be that the contents of the delivery vehicle compartment(s) capacity fall short of or match the available empty volume in the refueler without activating the refueler high level shutoff device.

- 9) Transfer shall occur in a recognized containment area or other secondary containment system. All storm water drainage should be blocked during the transfer and the site should drain away from the position of the of the road transport diesel engine.
- 10) The delivery vehicle shall be the only vehicle with engine operating during transfers.
- 11) Connection between the vehicles shall be accomplished using hoses with quick disconnect and dry-break connections. All quick disconnect "rabbit ears" must be secured with Velcro straps or other restraint to prevent ears springing loose during the transfer. No over the top filling of vehicles is performed. The transfer hose to the refueling vehicle shall be equipped with a dry break coupling to prevent coupling disconnect and to prevent spillage when disconnecting.
- 12) The delivery vehicle contractors have a hose inspection and replacement program to maintain integrity of the hoses and couplings, but these are not aviation pressure hoses. **Customer-supplied API 1529 hoses preferred.**
- 13) Vapor balancing hose is used (jet fuel airport style vehicles are not typically so equipped) if able as it can also capture overfill fuel.
- 14) Transport driver shall be positioned adjacent to hydraulic pump controls such they are in position for immediate response to ensure pump/valve/engine off and FBO Agent/Lineman/Refueler Operator shall be in a position for immediate response at refueling vehicle emergency shutdown.
- 15) Fuel spill pigs, weirs shall be situated surrounding storm water runoff drains. This should be presented to State regulatory agencies for approval, full secondary containment may be required. (Also see #9)
- 16) All delivery vehicle pre off-loading checks are to be performed, including white bucket and API gravity validations, and documented. Receiving vehicle tank(s) must be sumped from low point after a minimum 10-minute settling before vehicle can be released for service. Any contamination must be removed prior to unit entering service. For Jet fuel, it is recommended to recirculate 150% refueler contents during which pressurized filter sump taken and evaluated.
- 17) The customer *consider* employee monitoring rising fuel level from top of vehicle tank to supervise the transfer (WFS does not request or advise this action) through tank man-way dome to view the level of fuel in the receiving tank, advise the delivery transport driver when high level approaches and to immediately shut-off flow **IF** fuel level reaches a pre-determined point.

18) WFS bills the customer from the loading BOL (no meters are used during the transfer) hence certain and limited compartments in the transport, matching the volume requested by the customer, are the only ones opened during the transfer process.

Signature below indicates acceptance of the above criteria and constitutes an indemnification of WFS from any responsibility and/or damage(s), whether personal or environmental, which may arise as a result of this activity.

 April 13th, 2017
FBO/Operator Signature DATE

PRINTED NAME: Stephen D. Abbott
TITLE: General Manager

Fire Authority Signature DATE

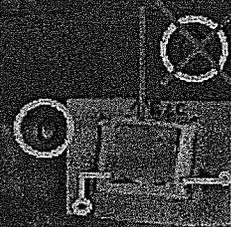
PRINTED NAME: _____
TITLE: _____

Airport Representative Signature DATE

PRINTED NAME: _____
TITLE: _____

Proposed Temporary Jet A Fuel Transfer Location...

**"Transport Delivery Vehicle" to "Refueler",
(W/Filtration Cabinet) Location Map**



Jet A "Refueler"

**Ground
Slope Direction**

KEY	Sump Drain ONLY, (NOT A STORM DRAIN)	
Seal Drain Blocker		
Filtration / Fuel Pumping Cabinet With Portable Containment		
TDV = Transport Delivery Vehicle		



Collapsible sidewalls have attached skirt with aluminum-reinforced supports.

Quick setup!
Just pull out one support and the entire wall takes shape.

Side walls fold down to allow pallets, racks and forklifts to be driven up to and out of containment.

1) Collapse-A-Tainer Berm — Create affordable drive-in containment in just a few minutes!

UV-resistant coated geomembrane resists chemicals, abrasion and tearing.

Protective accessories for your berm.

Collapsible skirt
attached skirt with aluminum-
reinforced supports.

Quick setup!
Just pull out one
support and the entire
wall takes shape.

Collapse-A-Tainer Berm & Spill Pool

Berm — Create affordable just a few minutes!

Protective accessories for your berm.



Track belt for protection from
sharp debris collected in tires.

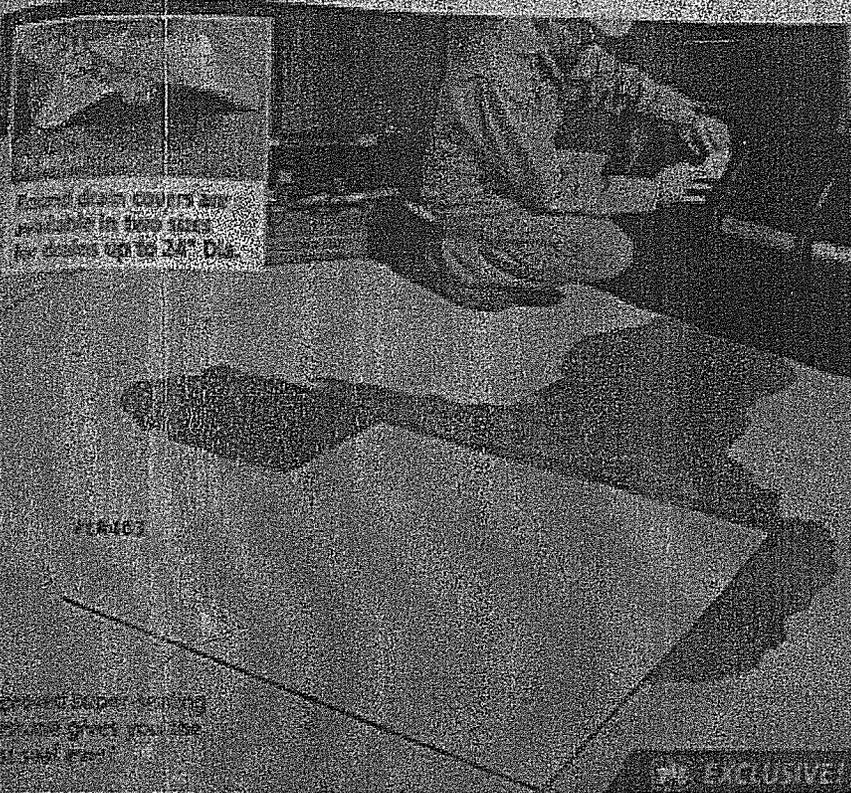


Ground mat for unpaved
surfaces.

41
99
79

Track Belting		
Item #		1
PAX595 • 3' Wide • Sold by linear foot		\$15
Ground Mat		
Item #		1
PAX924 • 6' Wide • 65 mil • Sold by linear foot		\$20

the true seal of a PIG DrainBlocker!



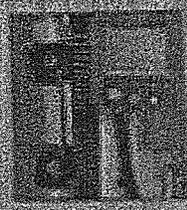
Round drain covers are available in 24" sizes for drains up to 24" Dia.

PERKINS

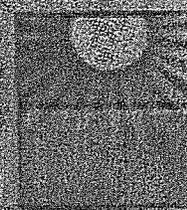
Proprietary design featuring dual-layer covers for extra protection.

EXCLUSIVE

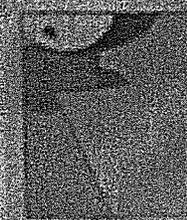
These sturdy covers protect your drains — no rips, no tears, no worries!



Tear Resistant
Cover is made from heavy-duty material to resist rips.



UV and Light Resistant
Let the sun shine on the cover or make for long term outdoor use.



Chemical Resistant
Stand up to long-term chemical exposure.



Easy to Clean
Get and go — wash right in the bucket, no hot water necessary.

DrainBlocker Drain Cover — Our patented design protects drains, seals tight and won't rip.

- Reinforced two-layer design seals tight to drain pipe and won't pull apart
- Built-in elastic for extra tear-resistant stretching, ripping and tearing
- Eliminates the need to remove a temporary cover or get someone else's help
- DuPont Elvaloy technology provides superior resistance to chemicals, UV and oxidized fuels
- Designed for quick response of long-term, outdoor deployment
- Ideal for areas with liquid transfers, washdowns or other leak- and spill-prone jobs
- New, patented dual-layer design conforms to cover various and dirty, leaky drain openings to be a fluid
- Cover withstands prolonged exposure to diesel fuel and gasoline even when temperatures fluctuate

Part #	Description	Price	Price
21400	24" Round Drain Cover with DuPont Elvaloy	\$75	\$75
21401	24" Round Drain Cover with DuPont Elvaloy	\$51	\$51
21402	24" Round Drain Cover with DuPont Elvaloy	\$65	\$65
21403	24" Round Drain Cover with DuPont Elvaloy	\$55	\$55
21404	24" Round Drain Cover with DuPont Elvaloy	\$51	\$51
21405	24" Round Drain Cover with DuPont Elvaloy	\$51	\$51
21406	24" Round Drain Cover with DuPont Elvaloy	\$51	\$51
21407	24" Round Drain Cover with DuPont Elvaloy	\$51	\$51
21408	24" Round Drain Cover with DuPont Elvaloy	\$51	\$51
21409	24" Round Drain Cover with DuPont Elvaloy	\$51	\$51
21410	24" Round Drain Cover with DuPont Elvaloy	\$51	\$51
21411	24" Round Drain Cover with DuPont Elvaloy	\$51	\$51
21412	24" Round Drain Cover with DuPont Elvaloy	\$51	\$51
21413	24" Round Drain Cover with DuPont Elvaloy	\$51	\$51

"...no water has gotten past the cover."

The DrainBlocker Drain Cover is made from heavy-duty material to resist rips, tears, and chemical exposure. It's designed for quick response of long-term, outdoor deployment. Ideal for areas with liquid transfers, washdowns or other leak- and spill-prone jobs. New, patented dual-layer design conforms to cover various and dirty, leaky drain openings to be a fluid. Cover withstands prolonged exposure to diesel fuel and gasoline even when temperatures fluctuate.

FREE SAMPLES AND TESTS. VISIT US AT www.perkins.com

Run: 4/13/2017
12:31PM

Page: 1

Rich Air
Fuel Sales Report
For The Period: 5/01/2016 Through: 7/01/2016

<u>Ref Type/Number</u>	<u>Date</u>	<u>Delivered</u>	<u>Sold To</u>	<u>Aircraft</u>	<u>Fuel Type</u>	<u>Quantity</u>
Total For: AVGAS						8,508.90
Total For: JET A						33,214.00
Overall Total:						41,722.90

455 Transaction items included in report.

Shop fuel sales are limited by Action Date. This can affect tie-out to other sales reports since most sales reports limit by Transaction Date.

Ross Dubarry

From: Steve Abbott <sabbott@flyrichair.com>
Sent: Wednesday, April 26, 2017 6:57 PM
To: 'McKinney, Thomas'
Cc: Dubarry, Ross; Fitzgerald, Martin; Wallace, Charles; Reed Fuller
Subject: RE: Proposed Temporary Jet A Fuel Transfer Equipment Location while New Fuel Farm is Being Installed

Attachments: KGFL Emergency Airport Grid Map 2017.pdf; Current Markings and Instructions on Fuel Transfer Cabnet 2017.jpg; Additional labeling for fuel transfer cabnet 2017.jpg; EMERGENCY Fuel Shut Off Signage 2017.jpg; Estimated Distances from Buildings for Fuel Transfer Cabnet 2017.JPG

Importance: High

Good Afternoon Tom.

Thank you for the info! Please see below in red text, my responses to your inquiries 1-9 that have already either been resolved or are currently being worked on at this time by Warren County. Moreover, after talking with Ross today, It is also my understanding from Ross that McFarland and Johnson has recently been tasked by Warren County to also review this proposal and adjust as necessary to ensure we are complying with all Local, State and Federal Regulations to then satisfy your requirements to sign off on the project to move forward.

Any updates to this information as necessary will most likely be forwarded to you primarily either from McFarland and Johnson or Ross Dubarry... Rich Air however will of course continue to provide updates or information to you as necessary as well.

Please let Ross or myself know if you need anything further. However, it would probably be more productive to work with Ross moving forward, being he is currently working with county officials and McFarland and Johnson to review and advise on the current Temporary Fuel Transfer Proposal.

Thank you again for all your help with expediting this process!
Steve

Stephen D. Abbott

General Manager



Floyd Bennett Memorial Airport
443 Queensbury Avenue
Queensbury, NY 12804

T. (518) 798-3091
F. (518) 615-0774

sabbott@flyrichair.com

www.flyrichair.com

From: McKinney, Thomas [mailto:mckinneyt@warrencountyny.gov]

Sent: Wednesday, April 26, 2017 11:08 AM

To: Reed Fuller <rfuller@wfsCorp.com>; Steve Abbott <sabbott@flyrichair.com>

Cc: Dubarry, Ross <rdubarry@warrencountydpw.com>; Fitzgerald, Martin <fitzgeraldm@warrencountyny.gov>; Wallace, Charles <wallacec@warrencountyny.gov>

Subject: RE: Proposed Temporary Jet A Fuel Transfer Equipment Location while New Fuel Farm is Being Installed

Gentleman,

I have spent most of my morning with NFPA 10, 407 and 410 as well as the Fire Code and this is what I have come up with for additional information that will be needed prior to signing off on the temporary fuel location:

1. I will need a revised plot plan showing the distance from the Maintenance Hanger to the fuel transfer equipment and any other structures that would be considered exposures. **(REMINDER: No fuel is being stored in the Fuel Transfer Cabinet regardless of its temporary location.** That said, the Fuel Transfer Cabinet will be moved to a location at least 10+ feet away from the rear side of the Main Hangar and be at least 50 Feet from the Maintenance Hangar. These distances are flexible and can be altered as necessary.)
2. Some sort of detail showing the location and type of signs for type of fuel, no smoking and all of the other safety signage required. (All the necessary labels and markings either already exist on the Fuel Transfer Cabinet and Trucks, or can be attached as necessary. See attached the labeling that already exist on the Fuel Transfer Cabinet and available labels that can be applied as necessary for proper product identification.)
3. Location for the emergency shutdown switch for the transfer equipment. (More than 20' and less than 100") (PDK Electric can install the Emergency Shut-off More than 20' from the Fuel Transfer Cabinet as required by NFPA 407 on the back outer wall of the main hangar... Proper Signage will be also installed to identify EMERGENCY Fuel Transfer Shut-off switch.)
4. Location and size of the required portable fire extinguishers (At least one 80lb BC Fire extinguisher as required by NFPA 407 is planned to be removed from the decommissioned Fuel Farm and placed next to the Fuel Transfer Cabinet prior to bringing into service.)
5. Procedures for the reporting and cleanup of spills including the location of all spill containment material. (Our current spill pads cabinet filled with the necessary spill recovery supplies will be relocated from the existing fuel farm, to the Temporary Fuel Transfer Cabinet Location. Signage for instruction and contact information mostly already exist on the fuel transfer cabinet being used. Any additional signage will also be relocated to the temporary Fuel Transfer Cabinet to comply with any necessary contact / Instructional information to the public in case of a spill or emergency. Rich air currently has both contact information for the NY State Spill Hotline and the National Response Center Hotline should either agency need to be contacted for a petroleum spill.)
6. Fire Department access roads do not appear to be a problem but I will need something on paper that I can supply to the local fire department showing the location of the temporary fuel equipment while the tanks are

being replaced. (The Location is roughly 300' south of Airport Access Gate #1 or Location "G5" as identified from the attachment labeled "KGFL Emergency Airport Grid Map 2017" ... "X" marks the proposed spot.)

7. The code allows for temporary fueling locations but they are only for a specific period of time. Do we have a time frame for this temporary location? (We anticipate roughly 4-8 weeks is the anticipated timeframe for use, Based on information received from Ross Dubarry. Please contact Ross Dubarry for more specific information regarding the New Fuel Farm Install timeline.)
8. The code calls for impact protection as required by the AHJ. I believe that the intent of this temporary system is to maintain the fuel delivery trucks supply of fuel so that aircraft can be refueled at the airport but there will be no self-service fueling anymore. I would like to do a site visit after the skid is moved to its new location to determine what, if any, impact protect would be required. (Ross Dubarry is currently working on a solution with county officials to fulfill this requirement. Please see Ross for further details.)
9. The connections and mechanical as well as electrical equipment will need to be intrinsically safe. I believe all of the same equipment as far as pumps and switches are being moved but the electrical supply to the filtration and pump will need to be inspected and I will certification of the third party inspection. (Yes, all currently approved Mechanical Equipment and Electrical Equipment attached to the existing Fuel Transfer Cabinet will carry over to the proposed location. Furthermore, PDK Electric Is prepared to install new explosion proof conduit to power the Temporary Fuel Transfer Cabinet at the proposed location behind the Main Hangar. Please coordinate any necessary additional inspection and certification needs with Ross Dubarry.

I believe these items are the ones that I could not answer with the documentation provided through the previous emails. The next question that comes up is how are all of these items tracked as far as what needs to be done? I am not the Fire Inspector over to the airport (I did include him in this email) but we can track the temporary fueling station through the Fire Inspection Process or we can issue a building Permit for the relocation of the fuel skid and associated equipment. We will need to verify all the parts are in place prior to allowing the fuel delivery system to be put into operation.

Please let me know who will be providing this information and if there is anything that I have either overlooked or asked for that is not required.

Tom McKinney
Code Enforcement Officer
Dept. of Fire & Building Code Enforcement
Ph-(518) 824-6617 Fax-(518) 761-6564

From: Reed Fuller [<mailto:fuller@wfscorp.com>]
Sent: Tuesday, April 25, 2017 4:06 PM
To: McKinney, Thomas
Cc: Steve Abbott
Subject: RE: Proposed Temporary Jet A Fuel Transfer Equipment Location while New Fuel Farm is Being Installed

Tom,

Thank you for the time on the phone a moment ago. As discussed, WFS would be able to help provide an interpretation of NFPA docs and requirements but we will not be able to provide prescriptive measures for the facility as that must be championed by local code and fire officials, just as all other systems.

The proposed, temporary relocation of transfer equipment and prescribed requirements for facility offloading/loading/transfers work within WFS risk tolerance for both aviation fuel quality best practice and environmental liability exposure.

Requirements for fire extinguishers, impact protection, spill protection and fire safety must remain with local parties.

Happy to discuss further as necessary.

Best,

Reed Fuller

Manager, QA and Product Integrity
Business and General Aviation

tel +1 800 272 3681
cel +1 315 345 3443
fax +1 315 625 7371

rfuller@wfscorp.com

World Fuel Services

One Mill Street
Parish, NY 13131
USA

YOU can.... www.PreventMisfueling.com

From: McKinney, Thomas [<mailto:mckinneyt@warrencountyny.gov>]

Sent: Tuesday, April 25, 2017 3:18 PM

To: Reed Fuller

Subject: [EXTERNAL]RE: Proposed Temporary Jet A Fuel Transfer Equipment Location while New Fuel Farm is Being Installed

I made a couple of attempts to make contact with you this morning before I left the office but I was sent to the wrong extension. I did leave a message for you but if you would like to give me a call on Wednesday I should be in the office for 8:00 to 4:00 with the exception for a quick lunch.

Tom McKinney
Code Enforcement Officer
Dept. of Fire & Building Code Enforcement
Ph-(518) 824-6617 Fax-(518) 761-6564

From: Steve Abbott [<mailto:sabbott@flyrichair.com>]

Sent: Tuesday, April 25, 2017 10:26 AM

To: Reed Fuller

Cc: McKinney, Thomas

Subject: FW: Proposed Temporary Jet A Fuel Transfer Equipment Location while New Fuel Farm is Being Installed

Importance: High

Good morning Reed!

Tom McKinney, (Code Enforcement Officer, Dept. of Fire & Building Code Enforcement for Warren County), will be giving you a call over the phone regarding the proposed Temporary Fuel Transfer procedure to take place in May at KGFL. After a brief discussion on the plumbing, filtration requirements, Spill containment procedures, Overfill Protection Safety Measures etc. that will all continue to be maintained during this transfer solution, Tom feels happy with our solution, provided that World Fuel can help answer a few additional questions he has on the procedure.

Tom's contact info is also below for your convenience.

Ph-(518) 824-6617 Fax-(518) 761-6564 E-mail: mckinneyt@warrencountyny.gov

PS: Please also see below the original e-mail, (With Attachments), I sent to Warren County for approval for your convenience as well.

Thanks!

Stephen D. Abbott

General Manager



UNICOM 123.00

Floyd Bennett Memorial Airport
443 Queensbury Avenue
Queensbury, NY 12804

T. (518) 798-3091
F. (518) 615-0774

sabbott@flyrichair.com

www.flyrichair.com

From: Steve Abbott

Sent: Friday, April 14, 2017 12:25 PM

To: Ross Dubarry (rdubarry@warrencountydpw.com) <rdubarry@warrencountydpw.com>

Cc: 'jtennyson@warrencountydpw.com' <jtennyson@warrencountydpw.com>; 'Daniel Girard' <danjg99@gmail.com>;

Ron Conover (supervisor@town.bolton.ny.us) <supervisor@town.bolton.ny.us>; Brian Reichenbach

(ReichenbachB@warrencountyny.gov) <ReichenbachB@warrencountyny.gov>; Richard Schermerhorn

<Rich@schermerhornholdings.com>; jcl@bpsrlaw.com; David Routh <DRouth@flyrichair.com>

Subject: Proposed Temporary Jet A Fuel Transfer Equipment Location while New Fuel Farm is Being Installed

Importance: High

Good Afternoon Ross!

With the New Fuel Farm Install Date of May 15th fast approaching at KGFL, (And with an expected 4-8 weeks without a fuel farm during this time), A Temporary Fuel delivery location to continue to allow Rich Air to receive fuel from a transport truck and pump directly into our refueling trucks, (With the necessary QC Filtration), is an absolute necessity. This conclusion was an obvious one, after reviewing last year's Fuel Sales data, (In particular Jet A Sales), where it clearly shows we pumped over 33,000 Gallons of Jet A from May 1st to July 1st of 2016, which is about 6 times more our current capacity of our 5,000 gallon Jet A Truck and about 3 times more the capacity of the current 10,000 Gallon Jet A Fuel Farm Tank. Each fuel delivery from a transport truck normally ships only 8,000 gallons at a time, into our fuel farm. With a fuel delivery pumped directly into a refueling truck, the max amount we can request is 4,000 Gallons or less. That said, even if we had two 5,000 Gallon Jet A trucks topped off prior to the farm being decommissioned, we would still need to receive a 4,000 gallon shipment of Jet A at a minimum of 8 times during this timeframe based on these past and future fuel sales projections. (See attached the Fuel Sales Report from May to July of 2016). That said, a Temporary Fuel Delivery Receipt / Transfer Location is absolutely necessary for us to continue refueling operations at KGFL with regards to JET A fuel. We predict we will be ok with a full truck of 100LL, being the amount sold for 100LL at this time was mostly made up of Bulk 100LL fuel deliveries to NY State. Therefore we feel only one fuel delivery/filtration transfer station for Jet A will be necessary at this time.

Since we have not heard of any plans from the county as of yet, with providing Rich Air a temporary fuel delivery / transfer solution to allow us to continue with refueling operations at KGFL while the construction of our new fuel farm takes place at KGFL, (Which will decommission our existing fuel farm simultaneously on the 15th of May until the new fuel farm is in service, seizing all fuel delivery operations as well at that time.), Rich Air has a temporary solution already prepared and has already been reviewed by World Fuel Services QC Department as a Temporary viable solution, (Rich Air's Fuel Distributor). With the Airport Sponsors Approval, (Warren County), and the Governing Fire Authority on our proposal, World Fuel and Rich Air is prepared to immediately execute the "Temporary Fuel Transport to Refueler Transfer" Proposal plan, which will allow us to continue to receive and uplift fuel during the decommission / construction phase of our old and new fuel farm respectively.

Our proposal is as follows...

We are planning to lease an additional 5,000 Gallon Jet A truck from World Fuel Services effective May 1st and will continue to lease the additional Jet A truck until our New Fuel Farm is in service. This will allow us to continuously maintain a minimum of 5,000 Gallons + of Jet A fuel on site at any given time. We will top off both trucks prior to the Fuel Farm being decommissioned on our about the 15th of May. Once our existing fuel farm is decommissioned, (so the new fuel farm can be constructed), we plan on removing the pumping / Filtration cabinet from the Jet A Tank and relocate it to a remote / secure location behind the Main hangar, (See Proposed Temporary Fuel Transfer Location Attachment). Here, we will be able to hook up the Fuel Transfer Filtration / Fuel Pumping cabinet to a needed Three Phase power source with all the necessary explosion proof conduit that is required, (Installed by PDK Electric), while maintaining all spill protection requirements by placing a Mobile Containment bladder under the same said cabinet along with Drain Blockers as noted on the Location Attachment, (See attachments), to contain and prevent any potential fuel spill from ever entering a storm drain. We will also move our spill containment kit cabinet, that also include spill booms and additional spill pads as needed for additional protection that is required for safety measures. Furthermore, all safety recommendations as noted on the attached World Fuel Services "Transport-to-Refueler Transfer Requirements" or (TRTR Form), will be maintained/performed as outlined. Please see additional supporting remarks from Rich Air listed below for selected TRTR Requirements requiring additional remarks for clarification...

Line #5.) Refueling Vehicle will remain downwind of the fuel delivery truck during transfer, being typical wind direction during inclement weather days is from the Southwest.

Line # 7.) Additional Spill Containment Supplies from the fuel farm cabinet will be available as mentioned above.

Line # 9.) All Effected Storm Drains will be blocked during fuel transfer operations.

Line # 10.) Both Delivery and Refueling vehicles engines will be turned off during fuel transfer operations.

Line # 11.) Existing Approved coupling, hoses, / shut-off valves / Deadman switch from the existing fuel farm will be used for fuel transfers on the temporary Fuel Transfer Cabinet.

Line #13.) Not Applicable, (Jet A Fuel Transfers Only)

Line #14.) All required emergency Shut-off Protocols will be maintained.

Line # 15.) All required Cabinet /connections / temporary containment and Drain Blockers will be in use, (See Transfer Location Attachment.)

We estimate the total cost of the spill containment supplies, and Labor work to hook up the temporary Fuel Transfer Cabinet location while meeting all existing safety requirements, will be in the ballpark of around \$3,000, (\$800 +/- for Drain Blockers; \$1,200 +/- for Portable/ collapsible Spill Containment bladder (With Pad) for Transfer cabinet; \$1,000 +/- for Electrician costs to install necessary wiring) + the additional Jet A Truck Rental from WFS. This cost is minimal though, compared to renting a preinstalled pump/filtration skid that will cost almost \$9,000 for the 1st month and then another \$6,000/mo. thereafter (After all required Spill Containment items have been initially purchased... It's about \$6,000/Month for the Ready to go Pumping/Filtration skid rental + the Truck Rental). That said, we feel the in house install proposal for our Temporary Fuel Transfer Cabinet is the most cost effective solution.

In closing, a temporary fuel transfer system for receiving Jet A while our new fuel farm is being constructed is necessary to maintain fueling operations at KGFL. By providing an in-house solution with our existing fuel transfer equipment, we will not only be able to use existing infrastructure that has already been approved for current QC Safety Standards, but it will also help us to avoid any additional unnecessary expenses, which could total upwards of an additional \$12,000 if we rented a transfer Pumping/filtration skid vs. moving our existing Fuel transfer cabinet to the proposed temporary location behind the main hangar. If Warren County and the governing Fire Authority for the Warren County Airport is in agreement with this proposal, please sign the attached WFS "Transport-to-Refueler Transfer Requirements" form or "WFS (TRTR Form)2017" Attachment, and return to Rich Air ASAP so World Fuel Services and Rich Air can fast track this proposal into action and be ready to receive fuel deliveries by no later than May, 15th of this year.

Thank You in advance for all your help and I look forward to hearing from you soon!

Best Regards,
Steve

PS: Because of the urgency of this matter, Rich Air is prepared and willing to front the additional costs associated with this temporary fuel transfer / refueling operations proposal immediately, in order to avoid any interruption of refueling operations at KGFL during the above mentioned timeframe as long as Warren County is willing to provide a reasonable timeframe for reimbursement for such associated costs to Rich Air at a later time. Thank You!

Stephen D. Abbott

General Manager



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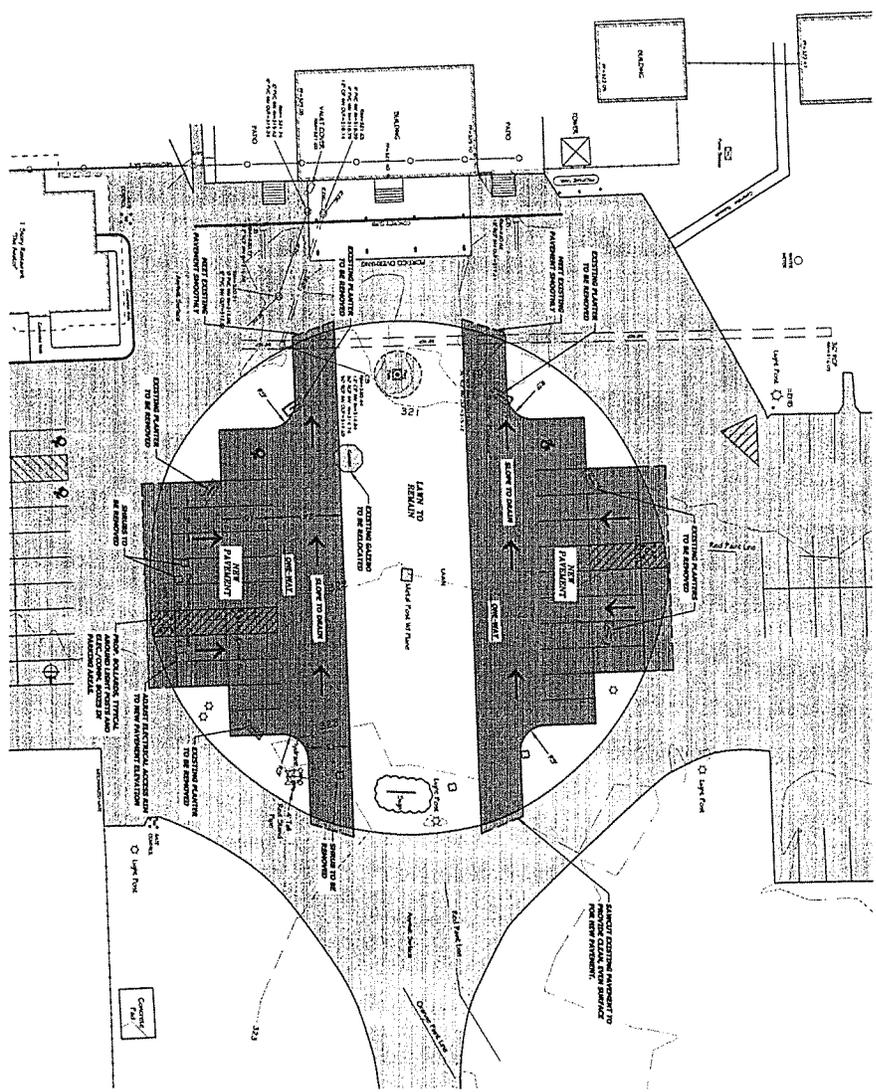
**Floyd Bennett Memorial Airport
443 Queensbury Avenue
Queensbury, NY 12804**

**T. (518) 798-3091
F. (518) 615-0774**

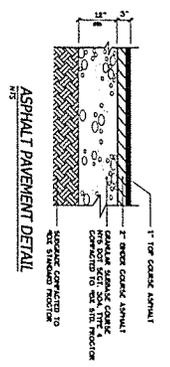
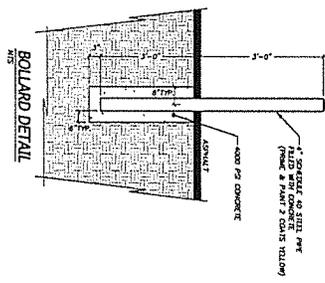
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PLAN
SCALE 1" = 20'

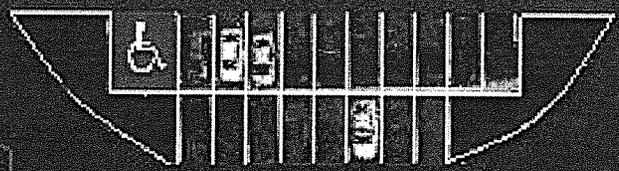
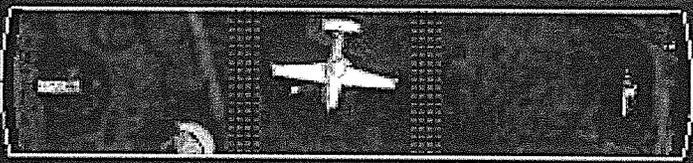
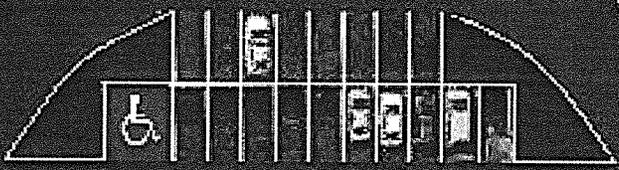


S-1 SHEET OF 1	Nace Engineering PC 109 Haviland Road Queensbury, NY 12804	VanDusen & Steves Land Surveyors, LLC 109 Haviland Road Queensbury, NY 12804	RICH AIR Warren County Airport Additional Parking Plan Town of Queensbury, Warren County, New York	NO.	DATE	DESCRIPTION
	Date: MARCH 18, 2010 ROAD WIDTH:					

**LONG-TERM
AIRPORT PARKING**

ENTERPRISE
HERTZ

**LONG-TERM
AIRPORT PARKING**
**RESTAURANT
PARKING**



Rich Air

FIRE LANE

Aviator

**RESTAURANT
PARKING**

FIRE LANE



HANGAR

HANGAR

AUTO PARKING

HANGAR

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APRON

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