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Albany International Airport Fuel and Energy Procurement Albany, NY

Novus Engineering provided natural gas and electricity supply procurement services for the Albany International Airport located in Albany, New York. The work was conducted under the New York State Energy Research and Development Authority (NYSERDA) Flexible Technical (FlexTech) Assistance program.

Novus worked closely with the Chief Financial Officer of the Albany County Airport Authority (ACAA) to ensure a smooth and thorough process, from beginning to end. Procurement assistance tasks performed included:



- Novus gathered data regarding active natural gas and electric service accounts, including account numbers, service classifications, and usage histories. A total of 16 natural gas accounts were chosen for inclusion in the bid process, comprising 539,453 therms annually. The six largest electric accounts, totaling 16.5 million kWh annually, were included in a separate bid.
- Novus presented the ACAA with pricing alternatives for both natural gas and electricity supplies. Indexed-pricing was selected for natural gas; variable-pricing was selected for electricity.
- Novus prepared separate draft Invitations For Bid (IFB) for the procurement of natural gas and electricity supplies that were reviewed by the ACAA. IFBs were distributed to all NYS Public Service Commission (PSC)-approved Energy Service Companies (ESCOs).
- Novus assisted the ACAA in responding to questions regarding the IFBs from prospective bidders.
- Novus reviewed bid exceptions offered by certain bidders, to assess how the exceptions might impact prices.
- Novus developed a methodology for bid evaluation, reviewed bids received and provided recommendations regarding the award of contracts.

Contracts for 12-month supplies of natural gas and electricity were awarded. Novus assisted ACAA with the calculation of estimated savings associated with the contracts. Natural gas supply costs were forecast to be lowered by approximately 25%, or \$115,755. Electricity supply costs were forecast to be lowered by approximately 5.8%, or \$67,000.



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Completion Date: January 2010**