



THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION



16

William Cass, P.E.
Commissioner

David Rodrigue, P.E.
Assistant Commissioner

May 23, 2025
Bureau of Aeronautics

Her Excellency, Governor Kelly A. Ayotte
and the Honorable Council
State House
Concord, New Hampshire 03301

REQUESTED ACTION

Authorize the Department of Transportation to amend a grant to provide additional funding to the City of Lebanon NH (Vendor 177422), for AIP 64, to make improvements to the sand and chemical storage building and terminal building at the Lebanon Municipal Airport. The total Federal and State share of the project, including the amendment, will increase from \$1,169,263 to \$1,291,593.88, which equates to a total increase of \$122,330.88. The amendment to the Federal and State participation in the amount of \$122,330.88 is available for this project effective upon Governor and Council approval through June 30, 2025. The original grant was approved by Governor and Council on September 15, 2021, Item #29I. 95% Federal Funds, 5% General Funds.

Funding is available as follows:

	<u>FY 2025</u>
04-96-96-960030-9342	
FAA Projects	
034-500161 New Construction	\$122,330.88

EXPLANATION

An amendment from the Federal Aviation Administration (FAA) has been awarded from which \$115,892.41 (or 90% of the amendment eligible project cost) is necessary to make improvements to the sand and chemical storage building and terminal building at the Lebanon Municipal Airport. The project includes replacement of lighting and lighting controls, replacement of electrical panel boards, refinishing of existing exposed wood beams and columns, replacement of carpet in the terminal building, construction of a new cast-in-place concrete sand storage bay and divider wall, replacement of the exterior building siding and building signage, and the painting of the exterior concrete at the terminal building. This project will address current safety concerns with the existing windows and replace equipment and building elements that have become obsolete and/or exceed the design lifespan.

This amendment is only for additional funding and is not for a contract time extension to complete work on the project. All work will be completed within the period of performance, ending June 30, 2025, as included in the original G&C approved grant agreement, which was approved on September 15, 2021. If a grant amendment is required for a project, it is the policy of the FAA to issue all grant amendments at the end of each project and as funds become available.

The airport sponsor requested a grant amendment to AIP-64 to cover additional unforeseen expenses due to the finding of asbestos and structural dry rot that required mitigation, the addition of protective coating to the wood structure, and the adding of additional light fixtures in areas that did not have adequate lighting. The City of Lebanon costs were also increased above just matching the federal share because there was some additional work in areas not used by the public and was therefore deemed ineligible.

The Department of Transportation accepts the Federal Funds in the amount of \$115,892.41 for this amendment to the project as a pass through to the City of Lebanon in accordance with RSA 422:15. State participation in the amount of \$6,438.47 (5% of this amendment for FAA eligible work for this project) is also requested. The City of Lebanon will participate in the amount of \$53,064.16 (5% of this amendment for eligible work (\$6,438.47) this project) and the remaining is for ineligible work (\$46,625.69). The total cost of the amendment (including state and local matching shares) is \$175,395.04.

A summary breakdown is as follows:

	TOTAL PROJECT-RELATED COST ORIGINAL GRANT		TOTAL COST AMENDMENT #1		TOTAL PROJECT COST-PLUS AMENDMENT #1		REQUESTED ACTION AMENDMENT #1	
	Cost	%	Cost	%	Cost	%	Cost	%
FAA	\$1,169,263.00*	73.29%	\$ 115,892.41	66.08%	\$ 1,285,155.41	72.57%	\$115,892.41	94.74%
State	\$ 0.00	0%	\$ 6,438.47	3.67%	\$ 6,438.47	0.37%	\$ 6,438.47	5.26%
LEB	\$ 426,191.00**	26.71%	\$ 53,064.16	30.25%	\$ 479,255.16	27.06%	\$ 0.00	0.0%
Total	\$ 1,595,454.00	100%	\$ 175,395.04	100%	\$ 1,770,849.04	100%	\$122,330.88	100%

*The total FAA share was comprised of 90% AIP and 10% ARPA Federal funds in the original grant.

** A portion of the total project costs for non-public areas of the terminal building totaling \$426,191.00 are ineligible per FAA and will be paid for by the City of Lebanon.

The Department has verified that the necessary funds are available. Copies of the fully executed contract are on file at the Secretary of State's Office and the Department of Administrative Service's Office, and subsequent to Governor and Council approval will be on file at the Department of Transportation.

In accordance with the FAA Grant Assurances C - Sponsor Certifications, Responsibility and Authority of the Sponsor, the grant funds must be immediately available for the project to execute the grant offer; therefore, all funding for this project is encumbered in the first fiscal year.

Please note that the state funds are from the General Fund and have been previously approved in HB25-A, 2021, 107:1, XIV,1, Capital Budget.

Sincerely,



William J. Cass, P.E.
Commissioner

Attachments
WC/tls



U.S. Department
of Transportation
**Federal Aviation
Administration**

Federal Aviation Administration
New England Region
CT, ME, MA, NH, RI, & VT

ESHMM3EG6PX6

(UEI No)

Lebanon Municipal Airport (LEB)

(Airport/Planning Area)

AMENDMENT NO. 1 TO GRANT AGREEMENT AIP GRANT NO. 3-33-0010-064-2021

WHEREAS, the Federal Aviation Administration (hereinafter referred to as the "FAA") has determined it to be in the interest of the United States that the Grant Agreement between the FAA, acting for and on behalf of the United States, and the City of Lebanon, NH (hereinafter referred to as the "Sponsor"), accepted by said Sponsor on July 1, 2021 be amended in conformance with the Sponsor's letter dated May 8, 2025, and as hereinafter provided.

NOW THEREFORE, WITNESSETH:

That in consideration of the benefits to accrue to the parties hereto, the FAA on behalf of the United States, on the one part, and the Sponsor, on the other part, do hereby mutually agree that the said Grant Agreement be and hereby is amended as follows:

THE FEDERAL AVIATION ADMINISTRATION, FOR AND ON BEHALF OF THE UNITED STATES, HEREBY OFFERS AND AGREES to pay 99.01 percent of the allowable costs, up to the Maximum Obligation amount listed in Condition No. 1, incurred accomplishing the Project as the United States share of the Project. For increases above the Original Maximum Obligation amount listed in Condition No. 1, the federal share shall not exceed 90 percent of the additional allowable costs.

This amendment commits the FAA, acting for and on behalf of the United States of America, to increase the maximum obligation of the United States by \$115,892.41 (from \$1,169,263.00 to \$1,285,155.41) to cover the Federal share of the total actual eligible and allowable project costs.

All other terms and conditions of the Grant Agreement remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have caused this amendment to said Grant Agreement to be duly executed as of

May 15, 2025

**UNITED STATES OF AMERICA
FEDERAL AVIATION ADMINISTRATION**

Julie Seltsam-Wilps
Julie Seltsam-Wilps (May 15, 2025 10:05 EDT)

(Signature)

Julie Seltsam-Wilps

(Typed Name)

Deputy Director, Airports Division

(Title of FAA Official)

ESHMM3EG6PX6

(UEI No)

Lebanon Municipal Airport (LEB)

(Airport/Planning Area)

City of Lebanon, NH

(Name of Sponsor)

Shaun Mulholland

(Signature of Sponsor's Designated Official Representative)

Shaun Mulholland

(Typed Name of Sponsor's Designated Official Representative)

City Manager

(Typed Title of Sponsor's Designated Official Representative)

May 15, 2025

(Date)

CERTIFICATE OF SPONSOR'S ATTORNEY

I, Matthew C. Decker, acting as Attorney for the Sponsor do hereby certify:

That I have examined the foregoing Amendment to the Grant Agreement and the proceedings taken by said Sponsor relating thereto, and find that the execution thereof by said Sponsor has been duly authorized and is in all respects due and proper and in accordance with the laws of the State of New Hampshire and further that, in my opinion, said Amendment to the Grant Agreement constitutes a legal and binding obligation of the Sponsor in accordance with the terms thereof.

Dated May 17, 2025

By: *Matthew C. Decker*
Matthew C. Decker (May 17, 2025 13:34 EDT)
(Signature of Sponsor's Attorney)



CITY of LEBANON, NH

City Manager's Office
51 North Park Street
Lebanon, NH 03766
(603) 448-4220
www.LebanonNH.gov

May 8, 2025

Sean Tiney
Federal Aviation Administration
1200 District Ave
Burlington, MA 01803-5078

**Reference: AIP No. 3-33-0010-064-2021
Terminal and Maintenance Building Upgrades
Lebanon Municipal Airport, Lebanon, NH
Reimbursement Request No. 5 & Project Closeout**

This letter is to notify you that the above-mentioned project is complete. All claimed costs have been certified to be eligible and the airport has accepted and approved all deliverables. The following attachments, as well as the previous documentation, provide the necessary data to finalize this project.

The Lebanon Memorial Airport requests that a grant amendment to AIP No. 3-33-0010-064-2021 be issued to cover unforeseen discrepancies of which are documented in Change Orders 1 through 4. An increase in the grant amount of \$175,395.04 (\$115,892.41 Federal Share) is requested based upon the afore mentioned.

Please find enclosed one (1) copy of Reimbursement Request No. 5 for the above reference project and one (1) copy of the Project Completion Report.

Sincerely,

CITY OF LEBANON

Shaun Mulholland

Shaun Mulholland
City Manager

Enclosures: Reimbursement Request No. 5
Project Completion Report



Victoria F. Sheehan
Commissioner

THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION

AUG31'21 PM 1:34 RCUD



William Cass, P.E.
Assistant Commissioner

Bureau of Aeronautics
July 28, 2021

His Excellency, Governor Christopher T. Sununu
and the Honorable Council
State House
Concord, NH 03301

REQUESTED ACTION

Authorize the Department of Transportation to award a grant to the City of Lebanon (Vendor Code 177422), AIP-64, to make improvements to the sand and chemical storage building and terminal building at the Lebanon Municipal Airport. Federal participation in the amount of \$1,169,263.00 is effective upon Governor and Council approval through June 30, 2025. 100% Federal Funds.

Funding is available as follows:	<u>FY 2022</u>
04-96-96-960030-7537 FAA Projects	
034-500161 New Construction	\$ 1,052,337.00
04-96-96-964010-2021 FAA ARPA Funding	
072-509073 Grants Federal	<u>\$ 116,926.00</u>
Total	\$ 1,169,263.00

A portion of the funds, 90% of the cost for this airport planning project, was budgeted in the Capital Budget, HB25 2015, 220:1 XVI-A1. The remaining 10% share needed to cover the State and Local shares for this project is being covered by funds from ARPA.

EXPLANATION

A Federal Aviation Administration (FAA) grant has been awarded for \$1,169,263.00 (copy attached), which represents 90% of the funding from the Federal AIP program and 10% from ARPA. FAA AIP-64 is to make improvements to the sand and chemical storage building and terminal building at the Lebanon Municipal Airport.

The project includes replacement of lighting and lighting controls, replacement of electrical panel-boards, refinishing of existing exposed wood beams and columns, replacement of carpet in the terminal building, construction of a new cast-in-place concrete sand storage bay and divider wall, replacement of the exterior building siding and building signage, and the painting of the exterior concrete at the terminal

building. This project will address current safety concerns with the existing windows and replaces equipment and building elements that have become obsolete and/or exceed the design lifespan.

A portion of the total project costs for non-public areas of the terminal building totaling \$426,191.00 are ineligible per FAA and will be paid for by the City of Lebanon.

The project breakdown is as follows:

Administrative Costs	\$ 1,000.00
Resident Engineering	\$ 184,221.00
Construction (Hutter Construction)	<u>\$1,410,233.00</u>
Total Project Costs	\$1,595,454.00
Minus ineligible costs per FAA	<u>\$ 426,191.00</u>
Total FAA funds (eligible work)	\$ 1,169,263.00

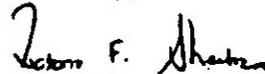
The project was placed out to bid and one bid was received from Hutter Construction.

The Department of Transportation accepts the Federal Funds for this project as a pass through to the City of Lebanon in accordance with RSA 422:15.

In accordance with the FAA Grant Assurances C - Sponsor Certifications, Responsibility and Authority of the Sponsor, the grant funds must be immediately available for the project to execute the grant offer; therefore, all funding for this project is encumbered in the first fiscal year.

Source of Funds: 100% Federal Funds from the Federal Aviation Administration.

Sincerely,



Victoria F. Sheehan
Commissioner

Attachments
VFS/tlsl

CITY OF LEBANON, NEW HAMPSHIRE
 TERMINAL BUILDING AND SAND STORAGE AREA IMPROVEMENTS
 BID TABULATION
 TUESDAY, APRIL 21, 2021 2:30 pm

BASE BID

				ENGINEER'S ESTIMATE		BIDDER 1 OF 1: MUTTER CONSTRUCTION CORPORATION	
ITEM NO.	UNIT	DESCRIPTION	ESTIMATED QUANTITY	ESTIMATED UNIT PRICE	EXTENDED TOTAL	UNIT BID PRICE	EXTENDED TOTAL
B-001-1	LS	Terminal Building Lighting and Controls	1	\$ 117,358.00	\$ 117,358.00	\$ 87,876.00	\$ 87,876.00
B-001-2	LS	Terminal Building Electrical Panels	1	\$ 93,531.00	\$ 93,531.00	\$ 155,519.00	\$ 155,519.00
B-001-3	LS	Terminal Building Replace Exposed Wood Beams and Columns	1	\$ 29,188.00	\$ 29,188.00	\$ 97,668.00	\$ 97,668.00
B-001-4	SF	Terminal Building Replace Carpet and Rubber Base	4,000	\$ 13.50	\$ 54,000.00	\$ 14.10	\$ 56,400.00
B-001-5	LS	Sand Storage Area Improvements	1	\$ 101,423.00	\$ 101,423.00	\$ 129,443.00	\$ 129,443.00

ADD ALTERNATE NO. 1

ITEM NO.	UNIT	DESCRIPTION	ESTIMATED QUANTITY	UNIT BID PRICE	EXTENDED TOTAL	UNIT BID PRICE	EXTENDED TOTAL
B-001-6	LS	Terminal Building Exterior Windows, Man Doors, Skylights	1	\$ 319,887.00	\$ 319,887.00	\$ 424,330.00	\$ 424,330.00

ADD ALTERNATE NO. 1

ITEM NO.	UNIT	DESCRIPTION	ESTIMATED QUANTITY	UNIT BID PRICE	EXTENDED TOTAL	UNIT BID PRICE	EXTENDED TOTAL
B-001-7	LS	Terminal Building Replace Siding and Building Signage, Paint Exterior Concrete	1	\$ 328,982.00	\$ 328,982.00	\$ 458,877.00	\$ 458,877.00

BASE BID \$	395,502.00	\$	527,026.00
BASE BID PLUS ADD ALT 1 \$	715,389.00	\$	851,356.00
BASE BID PLUS ADD ALT 1, 2 \$	1,044,351.00	\$	1,410,233.00



U.S. Department
of Transportation
Federal Aviation
Administration

Airports Division
New England Region
CT, ME, MA, NH, RI, & VT

FAA ANE-600
1200 District Ave.
Burlington, MA 01803

June 30, 2021

Mr. Shaun Mulholland
City Manager
c/o Airport Manager's Office
City Manager
5 Airpark Road
Lebanon, NH 03784

Dear Mr. Mulholland:

We are transmitting to you for execution the Grant Offer for Airport Improvement Program (AIP) Project No. 3-33-0010-064-2021 at Lebanon Municipal Airport in Lebanon, New Hampshire. This letter outlines expectations for success. Please read the conditions and assurances carefully.

To properly enter into this agreement, you must do the following:

- a. The governing body must provide authority to execute the grant to the individual signing the grant; i.e. the sponsor's authorized representative.
- b. The sponsor's authorized representative must execute the grant by providing their electronic signature.
- c. Once the sponsor's authorized representative has electronically signed the grant, the sponsor's attorney will automatically be sent via email the grant to provide their electronic signature.
- d. You may not make any modification to the text, terms or conditions of the grant offer.
- e. Following the attorney's action, the executed grant will be automatically sent to all parties as an attachment to an email.
- f. The sponsor's authorized representative must execute the grant, followed by the attorney's action, no later than August 6, 2021 in order for the grant to be valid.

Subject to the requirements in 2 CFR §200.305, each payment request for reimbursement under this grant must be made electronically via the Delphi Invoicing System. Please see the attached Grant Agreement for more information regarding the use of this System.

The terms and conditions of this agreement require you to complete the project without undue delay. We will be monitoring your progress to ensure proper stewardship of these Federal funds. **We expect you to submit payment requests for reimbursement of allowable incurred project expenses consistent with project progress.** Should you fail to make draws on a regular basis, your grant may be placed in "inactive" status, which will affect your ability to receive future grant offers.

Until the grant is completed and closed, you are responsible for submitting formal reports as follows:

- A signed/dated SF-270 (non-construction projects) or SF-271 or equivalent (construction projects) and SF-425 annually, due 90 days after the end of each federal fiscal year in which this grant is open (due December 31 of each year this grant is open); and
- Performance Reports, which are due within 30 days of the end of a reporting period as follows:
 1. Non-construction project: Due annually at end of the Federal fiscal year.
 2. Construction project: Submit FAA form 5370-1, Construction Progress and Inspection Report at the end of each fiscal quarter.

As a condition of receiving Federal assistance under this award, you must comply with audit requirements as established under 2 CFR part 200. Subpart F requires non-Federal entities that expend \$750,000 or more in Federal awards to conduct a single or program specific audit for that year. Note that this includes Federal expenditures made under other Federal-assistance programs. Please take appropriate and necessary action to assure your organization will comply with applicable audit requirements and standards.

Once the project(s) is completed and all costs are determined, we ask that you close the project without delay and submit the necessary final closeout documentation as required by your Region/Airports District Office.

John Kirkendall, (781) 238-7629, is the assigned program manager for this grant and is readily available to assist you and your designated representative with the requirements stated herein. We sincerely value your cooperation in these efforts and look forward to working with you to complete this important project.

Sincerely,



Gail Lattrell (Jun 30, 2021 20:19 EDT)

Gail Lattrell

Director



U.S. Department
of Transportation
Federal Aviation
Administration

FAA Airport Improvement Program (AIP)

GRANT AGREEMENT

Part I - Offer

Federal Award Offer Date	<u>June 30, 2021</u>
Airport/Planning Area	<u>Lebanon Municipal Airport</u>
FY2021 AIP Grant Number	<u>3-33-0010-064-2021</u>
Unique Entity Identifier	<u>170369318</u>
TO:	<u>City of Lebanon, NH</u>
	(herein called the "Sponsor")

FROM: The United States of America (acting through the Federal Aviation Administration, herein called the "FAA")

WHEREAS, the Sponsor has submitted to the FAA a Project Application dated April 23, 2021, for a grant of Federal funds for a project at or associated with the Lebanon Municipal Airport, which is included as part of this Grant Agreement; and

WHEREAS, the FAA has approved a project for the Lebanon Municipal Airport (herein called the "Project") consisting of the following:

Improve Sand and Chemical Storage Building Bay, and Improve Terminal Building,
which is more fully described in the Project Application.

NOW THEREFORE, Pursuant to and for the purpose of carrying out the FAA Reauthorization Act of 2018 (Public Law Number 115-254); Title 49, United States Code (U.S.C.), Chapters 471 and 475; 49 U.S.C. §§ 40101 et seq., and 48103; the Department of Transportation Appropriations Act, 2021 (Public Law 116-260, Division L), as further amended by the American Rescue Plan Act of 2021 (Public Law 117-2); and the representations contained in the Project Application; and in consideration of: (a) the Sponsor's adoption and ratification of the Grant Assurances attached hereto (b) the Sponsor's acceptance of this Offer; and (c) the benefits to accrue to the United States and the public from the accomplishment of the Project and compliance with the Grant Assurance and conditions as herein provided;

THE FEDERAL AVIATION ADMINISTRATION, FOR AND ON BEHALF OF THE UNITED STATES, HEREBY OFFERS AND AGREES to pay 100 percent of the allowable costs incurred accomplishing the Project as the United States share of the Project.

Assistance Listings Number (Formerly CFDA Number): 20.106

This Offer is made on and SUBJECT TO THE FOLLOWING TERMS AND CONDITIONS:

CONDITIONS

1. **Maximum Obligation.** The maximum obligation of the United States payable under this Offer is \$1,169,263.

The following amounts represent a breakdown of the maximum obligation for the purpose of establishing allowable amounts for any future grant amendment, which may increase the foregoing maximum obligation of the United States under the provisions of 49 U.S.C. § 47108(b):

\$ 0 for planning;

\$ 1,169,263 airport development or noise program implementation; and,

\$ 0 for land acquisition.

2. **Grant Performance.** This Grant Agreement is subject to the following Federal award requirements:

- a. **Period of Performance:**

1. Shall start on the date the Sponsor formally accepts this Agreement and is the date signed by the last Sponsor signatory to the Agreement. The end date of the Period of Performance is 4 years (1,460 calendar days) from the date of acceptance. The Period of Performance end date shall not affect, relieve, or reduce Sponsor obligations and assurances that extend beyond the closeout of this Grant Agreement.
2. Means the total estimated time interval between the start of an initial Federal award and the planned end date, which may include one or more funded portions or budget periods. (2 Code of Federal Regulations (CFR) § 200.1).

- b. **Budget Period:**

1. For this Grant is 4 years (1,460 calendar days) and follows the same start and end date as the period of performance provided in Paragraph a.1. Pursuant to 2 CFR § 200.403(h), the Sponsor may charge to the Grant only allowable costs incurred during the Budget Period.
2. Means the time interval from the start date of a funded portion of an award to the end date of that funded portion during which the Sponsor is authorized to expend the funds awarded, including any funds carried forward or other revisions pursuant to § 200.308.

- c. **Close Out and Termination**

1. Unless the FAA authorizes a written extension, the Sponsor must submit all Grant closeout documentation and liquidate (pay-off) all obligations incurred under this award no later than 120 calendar days after the end date of the period of performance. If the Sponsor does not submit all required closeout documentation within this time period, the FAA will proceed to close out the grant within one year of the period of performance end date with the information available at the end of 120 days. (2 CFR § 200.344).
2. The FAA may terminate this Grant, in whole or in part, in accordance with the conditions set forth in 2 CFR § 200.340, or other Federal regulatory or statutory authorities as applicable.

3. **Ineligible or Unallowable Costs.** The Sponsor must not include any costs in the project that the FAA has determined to be ineligible or unallowable.
4. **Indirect Costs - Sponsor.** The Sponsor may charge indirect costs under this award by applying the indirect cost rate identified in the project application as accepted by the FAA, to allowable costs for Sponsor direct salaries and wages.
5. **Determining the Final Federal Share of Costs.** The United States' share of allowable project costs will be made in accordance with 49 U.S.C. § 47109, the regulations, policies, and procedures of the Secretary, and any superseding legislation. Final determination of the United States' share will be based upon the final audit of the total amount of allowable project costs and settlement will be made for any upward or downward adjustments to the Federal share of costs.
6. **Completing the Project Without Delay and in Conformance with Requirements.** The Sponsor must carry out and complete the project without undue delays and in accordance with this Agreement, 49 U.S.C. Chapters 471 and 475, and the regulations, policies, and procedures of the Secretary of Transportation ("Secretary"). Per 2 CFR § 200.308, the Sponsor agrees to report to the FAA any disengagement from performing the project that exceeds three months or a 25 percent reduction in time devoted to the project, and request prior approval from FAA. The report must include a reason for the project stoppage. The Sponsor also agrees to comply with the grant assurances, which are part of this Agreement.
7. **Amendments or Withdrawals before Grant Acceptance.** The FAA reserves the right to amend or withdraw this offer at any time prior to its acceptance by the Sponsor.
8. **Offer Expiration Date.** This offer will expire and the United States will not be obligated to pay any part of the costs of the project unless this offer has been accepted by the Sponsor **on or before August 6, 2021**, or such subsequent date as may be prescribed in writing by the FAA.
9. **Improper Use of Federal Funds.** The Sponsor must take all steps, including litigation if necessary, to recover Federal funds spent fraudulently, wastefully, or in violation of Federal antitrust statutes, or misused in any other manner for any project upon which Federal funds have been expended. For the purposes of this Grant Agreement, the term "Federal funds" means funds however used or dispersed by the Sponsor, that were originally paid pursuant to this or any other Federal grant agreement. The Sponsor must obtain the approval of the Secretary as to any determination of the amount of the Federal share of such funds. The Sponsor must return the recovered Federal share, including funds recovered by settlement, order, or judgment, to the Secretary. The Sponsor must furnish to the Secretary, upon request, all documents and records pertaining to the determination of the amount of the Federal share or to any settlement, litigation, negotiation, or other efforts taken to recover such funds. All settlements or other final positions of the Sponsor, in court or otherwise, involving the recovery of such Federal share require advance approval by the Secretary.
10. **United States Not Liable for Damage or Injury.** The United States is not responsible or liable for damage to property or injury to persons which may arise from, or be incident to, compliance with this Grant Agreement.
11. **System for Award Management (SAM) Registration and Unique Entity Identifier (UEI).**
 - a. **Requirement for System for Award Management (SAM):** Unless the Sponsor is exempted from this requirement under 2 CFR 25.110, the Sponsor must maintain the currency of its information in the SAM until the Sponsor submits the final financial report required under this Grant, or receives the final payment, whichever is later. This requires that the Sponsor review and update the information at least annually after the initial registration and more frequently if

required by changes in information or another award term. Additional information about registration procedures may be found at the SAM website (currently at <http://www.sam.gov>).

- b. Unique entity identifier (UEI) means a 12-character alpha-numeric value used to identify a specific commercial, nonprofit or governmental entity. A UEI may be obtained from SAM.gov at <https://sam.gov/SAM/pages/public/index.jsf>.
12. **Electronic Grant Payment(s).** Unless otherwise directed by the FAA, the Sponsor must make each payment request under this Agreement electronically via the Delphi invoicing System for Department of Transportation (DOT) Financial Assistance Awardees.
13. **Informal Letter Amendment of AIP Projects.** If, during the life of the project, the FAA determines that the maximum grant obligation of the United States exceeds the expected needs of the Sponsor by \$25,000 or five percent (5%), whichever is greater, the FAA can issue a letter amendment to the Sponsor unilaterally reducing the maximum obligation.
- The FAA can also issue a letter to the Sponsor increasing the maximum obligation if there is an overrun in the total actual eligible and allowable project costs to cover the amount of the overrun provided it will not exceed the statutory limitations for grant amendments. The FAA's authority to increase the maximum obligation does not apply to the "planning" component of Condition No. 1. The FAA can also issue an informal letter amendment that modifies the grant description to correct administrative errors or to delete work items if the FAA finds it advantageous and in the best interests of the United States.
- An informal letter amendment has the same force and effect as a formal grant amendment.
14. **Air and Water Quality.** The Sponsor is required to comply with all applicable air and water quality standards for all projects in this grant. If the Sponsor fails to comply with this requirement, the FAA may suspend, cancel, or terminate this Grant Agreement.
15. **Financial Reporting and Payment Requirements.** The Sponsor will comply with all Federal financial reporting requirements and payment requirements, including submittal of timely and accurate reports.
16. **Buy American.** Unless otherwise approved in advance by the FAA, in accordance with 49 U.S.C. § 50101, the Sponsor will not acquire or permit any contractor or subcontractor to acquire any steel or manufactured products produced outside the United States to be used for any project for which funds are provided under this grant. The Sponsor will include a provision implementing Buy American in every contract and subcontract awarded under this Grant.
17. **Maximum Obligation Increase.** In accordance with 49 U.S.C. § 47108(b)(3), as amended, the maximum obligation of the United States, as stated in Condition No. 1 of this Grant Offer:
- a. May not be increased for a planning project;
 - b. May be increased by not more than 15 percent for development projects if funds are available;
 - c. May be increased by not more than the greater of the following for a, land project, if funds are available:
 1. 15 percent; or
 2. 25 percent of the total increase in allowable project costs attributable to acquiring an interest in the land.

If the sponsor requests an increase, any eligible increase in funding will be subject to the United States Government share as provided in 49 U.S.C. § 47110, or other superseding legislation if applicable, for the fiscal year appropriation with which the increase is funded. The FAA is not

responsible for the same Federal share provided herein for any amount increased over the initial grant amount. The FAA may adjust the Federal share as applicable through an Informal letter of amendment.

18. Audits for Sponsors.

PUBLIC SPONSORS. The Sponsor must provide for a Single Audit or program-specific audit in accordance with 2 CFR Part 200. The Sponsor must submit the audit reporting package to the Federal Audit Clearinghouse on the Federal Audit Clearinghouse's Internet Data Entry System at <http://harvester.census.gov/facweb/>. Upon request of the FAA, the Sponsor shall provide one copy of the completed audit to the FAA.

19. Suspension or Debarment. When entering into a "covered transaction" as defined by 2 CFR § 180.200, the Sponsor must:

- a. Verify the non-Federal entity is eligible to participate in this Federal program by:
 1. Checking the excluded parties list system (EPLS) as maintained within the System for Award Management (SAM) to determine if the non-Federal entity is excluded or disqualified; or
 2. Collecting a certification statement from the non-Federal entity attesting they are not excluded or disqualified from participating; or
 3. Adding a clause or condition to covered transactions attesting individual or firm are not excluded or disqualified from participating.
- b. Require prime contractors to comply with 2 CFR § 180.330 when entering into lower-tier transactions (e.g. Sub-contracts).
- c. Immediately disclose to the FAA whenever the Sponsor (1) learns they have entered into a covered transaction with an ineligible entity or (2) suspends or debar a contractor, person, or entity.

20. Ban on Texting While Driving.

- a. In accordance with Executive Order 13513, Federal Leadership on Reducing Text Messaging While Driving, October 1, 2009, and DOT Order 3902.10, Text Messaging While Driving, December 30, 2009, the Sponsor is encouraged to:
 1. Adopt and enforce workplace safety policies to decrease crashes caused by distracted drivers including policies to ban text messaging while driving when performing any work for, or on behalf of, the Federal government, including work relating to a grant or subgrant.
 2. Conduct workplace safety initiatives in a manner commensurate with the size of the business, such as:
 - a. Establishment of new rules and programs or re-evaluation of existing programs to prohibit text messaging while driving; and
 - b. Education, awareness, and other outreach to employees about the safety risks associated with texting while driving.
- b. The Sponsor must insert the substance of this clause on banning texting while driving in all subgrants, contracts, and subcontracts funded with this Grant.

21. Trafficking in Persons.

- a. You as the recipient, your employees, subrecipients under this Grant, and subrecipients' employees may not –

1. Engage in severe forms of trafficking in persons during the period of time that the Grant and applicable conditions are in effect;
 2. Procure a commercial sex act during the period of time that the Grant and applicable conditions are in effect; or
 3. Use forced labor in the performance of the Grant or any subgrants under this Grant.
- b. We as the Federal awarding agency, may unilaterally terminate this Grant, without penalty, if you or a subrecipient that is a private entity –
1. Is determined to have violated a prohibition in paragraph a. of this condition; or
 2. Has an employee who is determined by the agency official authorized to terminate the Grant to have violated a prohibition in paragraph a. of this condition through conduct that is either –
 - a. Associated with performance under this Grant; or
 - b. Imputed to the subrecipient using the standards and due process for imputing the conduct of an individual to an organization that are provided in 2 CFR Part 180, "OMB Guidelines to Agencies on Government-wide Debarment and Suspension (Nonprocurement)," as implemented by our agency at 49 CFR Part 29.
- c. You must inform us immediately of any information you receive from any source alleging a violation of a prohibition in paragraph a. of this condition.
- d. Our right to terminate unilaterally that is described in paragraph a. of this condition:
- i. Implements section 106(g) of the Trafficking Victims Protection Act of 2000 (TVPA), as amended (22 U.S.C. 7104(g)), and
 - ii. Is in addition to all other remedies for noncompliance that are available to us under this Grant Agreement.
22. **AIP Funded Work Included in a PFC Application.** Within 90 days of acceptance of this Grant Agreement, the Sponsor must submit to the FAA an amendment to any approved Passenger Facility Charge (PFC) application that contains an approved PFC project also covered under this Grant Agreement as described in the project application. The airport sponsor may not make any expenditure under this Grant Agreement until project work addressed under this Grant Agreement is removed from an approved PFC application by amendment.
23. **Exhibit "A" Property Map.** The Exhibit "A" Property Map dated October 13, 2009, is incorporated herein by reference and made part of this Grant Agreement.
24. **Employee Protection from Reprisal.**
- a. **Prohibition of Reprisals –**
 1. In accordance with 41 U.S.C. § 4712, an employee of a Sponsor, grantee, subgrantee, contractor, or subcontractor may not be discharged, demoted, or otherwise discriminated against as a reprisal for disclosing to a person or body described in sub-paragraph a.2. below, information that the employee reasonably believes is evidence of:
 - i. Gross mismanagement of a Federal grant;
 - ii. Gross waste of Federal funds;
 - iii. An abuse of authority relating to implementation or use of Federal funds;
 - iv. A substantial and specific danger to public health or safety; or
 - v. A violation of law, rule, or regulation related to a Federal grant.

2. **Persons and bodies covered.** The persons and bodies to which a disclosure by an employee is covered are as follows:
 - i. A member of Congress or a representative of a committee of Congress;
 - ii. An Inspector General;
 - iii. The Government Accountability Office;
 - iv. A Federal employee responsible for contract or grant oversight or management at the relevant agency;
 - v. A court or grand jury;
 - vi. A management official or other employee of the Sponsor, contractor, or subcontractor who has the responsibility to investigate, discover, or address misconduct; or
 - vii. An authorized official of the Department of Justice or other law enforcement agency.
3. **Submission of Complaint** — A person who believes that they have been subjected to a reprisal prohibited by paragraph a of this grant term may submit a complaint regarding the reprisal to the Office of Inspector General (OIG) for the U.S. Department of Transportation.
4. **Time Limitation for Submittal of a Complaint** — A complaint may not be brought under this condition more than three years after the date on which the alleged reprisal took place.
5. **Required Actions of the Inspector General** — Actions, limitations, and exceptions of the Inspector General's office are established under 41 U.S.C. § 4712(b).
6. **Assumption of Rights to Civil Remedy** — Upon receipt of an explanation of a decision not to conduct or continue an investigation by the Office of Inspector General, the person submitting a complaint assumes the right to a civil remedy under 41 U.S.C. § 4712(c).

SPECIAL CONDITIONS

25. The FAA, in tendering this offer on behalf of the United States, recognizes the existence of an agency relationship between the City of Lebanon, New Hampshire, as principal, and the New Hampshire Aeronautics Commission, as agent, created by an Agreement of Agency dated June 5, 1979, which is incorporated herein by reference, and the sponsor agrees that said Agency Agreement will not be amended, modified, or terminated without the prior written approval of FAA.
26. **Building AIP Proration.** For purposes of computing the United States' share of the allowable project costs of the project, the allowable cost of the Terminal Building and Sand Storage Area Improvements included in the project must not exceed 73.3% percent of the actual cost of the entire building.
27. **Plans and Specifications Approval Based Upon Certification.** The FAA and the Sponsor agree that the FAA's approval of the Sponsor's Plans and Specification is based primarily upon the Sponsor's certification to carry out the project in accordance with policies, standards, and specifications approved by the FAA. The Sponsor understands that:
 - a. The Sponsor's certification does not relieve the Sponsor of the requirement to obtain prior FAA approval for modifications to any AIP standards or to notify the FAA of any limitations to competition within the project;
 - b. The FAA's acceptance of a Sponsor's certification does not limit the FAA from reviewing appropriate project documentation for the purpose of validating the certification statements; and

- c. If the FAA determines that the Sponsor has not complied with their certification statements, the FAA will review the associated project costs to determine whether such costs are allowable under this Grant.

28. Non-AIP Work in Application. The Sponsor understands and agrees that:

- a. The Project Application includes the planning and/or construction of on-eligible Terminal Building and Sand Storage Area Improvements that are not being funded with any Federal funding in this project;
- b. Although the Sponsor has estimated a total project cost of \$1,595,454, the total allowable cost for purposes of determining Federal participation equals \$1,169,264;
- c. It must maintain separate accounting of cost records for the AIP and non-AIP work;
- d. All pertinent records supporting project costs must be made available for inspection and audit by the FAA when requested; and,
- e. All non-AIP work is the sole responsibility of the Sponsor.

29. Buy American Executive Orders. The Sponsor agrees to abide by applicable Executive Orders in effect at the time this Grant Agreement is executed, including Executive Order 14005, Ensuring the Future Is Made in All of America by All of America's Workers.

The Sponsor's acceptance of this Offer and ratification and adoption of the Project Application Incorporated herein shall be evidenced by execution of this instrument by the Sponsor, as hereinafter provided, and this Offer and Acceptance shall comprise a Grant Agreement, constituting the contractual obligations and rights of the United States and the Sponsor with respect to the accomplishment of the Project and compliance with the Grant Assurances, terms, and conditions as provided herein. Such Grant Agreement shall become effective upon the Sponsor's acceptance of this Offer.

Please read the following information: By signing this document, you are agreeing that you have reviewed the following consumer disclosure information and consent to transact business using electronic communications, to receive notices and disclosures electronically, and to utilize electronic signatures in lieu of using paper documents. You are not required to receive notices and disclosures or sign documents electronically. If you prefer not to do so, you may request to receive paper copies and withdraw your consent at any time.

I declare under penalty of perjury that the foregoing is true and correct.¹

**UNITED STATES OF AMERICA
FEDERAL AVIATION ADMINISTRATION**


Gail Lattrell (Jun 30, 2021 20:19 EDT)

(Signature)

Gail Lattrell

(Typed Name)

Director

(Title of FAA Official)

¹ Knowingly and willfully providing false information to the Federal government is a violation of 18 U.S.C. Section 1001 (False Statements) and could subject you to fines, imprisonment, or both.

Part II - Acceptance

The Sponsor does hereby ratify and adopt all assurances, statements, representations, warranties, covenants, and agreements contained in the Project Application and incorporated materials referred to in the foregoing Offer, and does hereby accept this Offer and by such acceptance agrees to comply with all of the Grant Assurances, terms, and conditions in this Offer and in the Project Application.

Please read the following information: By signing this document, you are agreeing that you have reviewed the following consumer disclosure information and consent to transact business using electronic communications, to receive notices and disclosures electronically, and to utilize electronic signatures in lieu of using paper documents. You are not required to receive notices and disclosures or sign documents electronically. If you prefer not to do so, you may request to receive paper copies and withdraw your consent at any time.

I declare under penalty of perjury that the foregoing is true and correct.²

Dated July 1, 2021

City of Lebanon, NH

(Name of Sponsor)

Shaun Mulholland

Shaun Mulholland (Jul 1, 2021 06:58 EDT)

(Signature of Sponsor's Authorized Official)

By: Shaun Mulholland

(Typed Name of Sponsor's Authorized Official)

Title: City Manager

(Title of Sponsor's Authorized Official)

² Knowingly and willfully providing false information to the Federal government is a violation of 18 U.S.C. Section 1001 (False Statements) and could subject you to fines, imprisonment, or both.

CERTIFICATE OF SPONSOR'S ATTORNEY

I, Matthew C. Decker, acting as Attorney for the Sponsor do hereby certify:

That in my opinion the Sponsor is empowered to enter into the foregoing Grant Agreement under the laws of the State of New Hampshire. Further, I have examined the foregoing Grant Agreement and the actions taken by said Sponsor and Sponsor's official representative, who has been duly authorized to execute this Grant Agreement, which is in all respects due and proper and in accordance with the laws of the said State, the FAA Reauthorization Act of 2018 (Public Law Number 115-254); Title 49 U.S.C., Chapters 471 and 475; 49 U.S.C. §§ 40101, et seq., and 48103; and the Department of Transportation Appropriations Act, 2021 (Public Law 116-260, Division L), as further amended by the American Rescue Plan Act of 2021 (Public Law 117-2). In addition, for grants involving projects to be carried out on property not owned by the Sponsor, there are no legal impediments that will prevent full performance by the Sponsor. Further, it is my opinion that the said Grant Agreement constitutes a legal and binding obligation of the Sponsor in accordance with the terms thereof.

Please read the following information: By signing this document, you are agreeing that you have reviewed the following consumer disclosure information and consent to transact business using electronic communications, to receive notices and disclosures electronically, and to utilize electronic signatures in lieu of using paper documents. You are not required to receive notices and disclosures or sign documents electronically. If you prefer not to do so, you may request to receive paper copies and withdraw your consent at any time.

I declare under penalty of perjury that the foregoing is true and correct.³

Dated at July 1, 2021

Matthew C. Decker
By: Matthew C. Decker (Jul 1, 2021 16:06 EDT)
(Signature of Sponsor's Attorney)