



*William Cass, P.E.
Commissioner*

**THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION**

6



*David Rodrigue, P.E.
Assistant Commissioner*

May 28, 2025
Bureau of Aeronautics

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

REQUESTED ACTION

Authorize the Pease Development Authority (PDA) to accept and execute federal grants from the Federal Aviation Administration (FAA) to fund airport maintenance and operations, as well as airport planning and development projects, at the Portsmouth International Airport at Pease (Portsmouth) and the Skyhaven Airport (Rochester). Federal participation in the amount of \$2,133,283 is effective upon Governor and Council approval through September 30, 2027. 100% Federal Funds (FAA).

Estimated funding is anticipated as follows: FY 2026

04-96-96-960030-9342

FAA Projects

034-500161 New Construction \$2,133,283

EXPLANATION

The Pease Development Authority (PDA) owns, operates, and maintains two airports in New Hampshire, the Portsmouth International Airport and Skyhaven Airport. Both airports are eligible to receive funding from the FAA Airport Improvement Program (AIP) and the Infrastructure Investment and Jobs Act (IIJA). IIJA was enacted to authorize up to \$108 billion for public transportation and was signed into law on November 15, 2021. IIJA will invest \$25 billion nationwide to address public infrastructure maintenance and repair needs, reduce, and modernize the National Airspace System (NAS). These funds can be used for airport terminals and control towers, as well as other airport infrastructure normally eligible under FAA's AIP program. In addition, these airports may receive Congressional Directed Spending (CDS) funds through FAA's airport grant programs that will also require this approval.

The FAA Reauthorization Act of 2024 was signed into law on May 16, 2024, and reauthorizes the FAA and aviation infrastructure and safety programs for five (5) years.

This request for Governor and Council approval is to allow the Department and the PDA attorneys to execute all FAA grants issued in FFY 2025, FFY 2026 and FFY 2027. This will include any FAA AIP,

IJA, CDS and emergency funding that the FAA grants in addition to what is outlined in the attached available funding notification documentation.

The funding listed above is a portion of the amount that the PDA expects to receive from the FAA through both the AIP, IJA and CDS. The actual airport grant awards will be submitted to Governor and Council for approval with the actual funding account string and exact amount needed to complete each project.

To date, the total federal amount requested from FAA is \$2,133,283. The FAA may grant less funding or additional funds depending upon project priority and available funds. Additional grant applications to FAA may be submitted by the Pease Development Authority as funding opportunities arise during this period. All AIP funds received from the FAA are generally 90-95% federal share and are typically matched with 2.5-5 % State funding and a 2.5-5% local sponsor share depending upon the FFY that they are issued. IJA funds may be funded at 100%, 95% or 90% federal funds depending on the type of project. The non-federal share to match the IJA funds, if any, would normally be split evenly between the State and local sponsor.

When FAA issues the grant(s), each individual grant will require Governor and Council approval.

In the past, the FAA can issue discretionary funds to the Department and/or PDA at the end of the FFY, that were above and beyond the PDA's original request for FAA funding. This approval would allow the PDA to sign and accept these types of FAA funds with the understanding that the actual grants to airports for the projects will require further Governor and Council approval. The FAA may issue multiple grant offers to the PDA.

In the event that the Federal Funds are no longer available, General Funds will not be requested to support this program.

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

Sincerely,



William J. Cass, P.E.
Commissioner

Attachments
WC/tls



**PEASE DEVELOPMENT AUTHORITY
SKYHAVEN AIRPORT**

**Rehabilitate (110,000 SF±) and Mark Terminal Area Tiedown Apron –
Construction Phase**

SBG 15-TBD-2025

GRANT APPLICATION

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Appendix A – Project Cost Back Up

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Application for Federal Assistance SF-424	
*1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	
*2. Type of Application * If Revision, select appropriate letter(s): <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation * Other (Specify) <input type="checkbox"/> Revision	
*3. Date Received: _____ 4. Applicant Identifier: _____	
5a. Federal Entity Identifier: _____ *5b. Federal Award Identifier: _____	
State Use Only:	
6. Date Received by State: _____ 7. State Application Identifier: _____	
8. APPLICANT INFORMATION:	
*a. Legal Name: Pease Development Authority	
*b. Employer/Taxpayer Identification Number (EIN/TIN): 02-0440365	
*c. UEI: CU4KHENK4JP5	
d. Address:	
*Street 1: 55 International Drive Street 2: _____ *City: Portsmouth County/Parish: Rockingham *State: NH *Province: _____ *Country: USA: United States *Zip / Postal Code 03801-2882	
e. Organizational Unit:	
Department Name: Airport Division Name: _____	
f. Name and contact information of person to be contacted on matters involving this application:	
Prefix: Mr. *First Name: Michael Middle Name: _____ *Last Name: Mates Suffix: _____	
Title: Director of Engineering	
Organizational Affiliation: Pease Development Authority	
*Telephone Number: 603.766.9292 Fax Number: _____	
*Email: m.mates@peasedev.org	

Application for Federal Assistance SF-424

***9. Type of Applicant 1: Select Applicant Type:**

A. State Government

Type of Applicant 2: Select Applicant Type:

Pick an applicant type

Type of Applicant 3: Select Applicant Type:

Pick an applicant type

*Other (Specify)

***10. Name of Federal Agency:**

Federal Aviation Administration

11. Catalog of Federal Domestic Assistance Number:

20.106

CFDA Title:

Airport Improvement Program

***12. Funding Opportunity Number:**

N/A

*Title:

N/A

13. Competition Identification Number:

N/A

Title:

N/A

14. Areas Affected by Project (Cities, Counties, States, etc.):

***15. Descriptive Title of Applicant's Project:**

Rehabilitate (110,000 SF±) and Mark Terminal Area Tiedown Apron – Construction Phase

Attach supporting documents as specified in agency instructions.

Application for Federal Assistance SF-424

16. Congressional Districts Of:
*a. Applicant: 1st NH *b. Program/Project: 1st NH

Attach an additional list of Program/Project Congressional Districts if needed.

17. Proposed Project:
*a. Start Date: 01/01/2025 *b. End Date: 08/28/2026

18. Estimated Funding (\$):

*a. Federal	\$ 1,329,963
*b. Applicant	\$ 202,915
*c. State	\$ 34,999
*d. Local	
*e. Other	
*f. Program Income	
*g. TOTAL	\$ 1,567,877

***19. Is Application Subject to Review By State Under Executive Order 12372 Process?**
 a. This application was made available to the State under the Executive Order 12372 Process for review on _____
 b. Program is subject to E.O. 12372 but has not been selected by the State for review.
 c. Program is not covered by E.O. 12372.

***20. Is the Applicant Delinquent On Any Federal Debt?**
 Yes No
If "Yes", explain:

21. *By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U. S. Code, Title 218, Section 1001)**
 ** I AGREE
** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

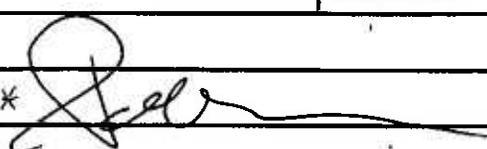
Authorized Representative:

Prefix: Mr. *First Name: Paul
Middle Name:
*Last Name: Brean
Suffix:

*Title: Executive Director

*Telephone Number: 603.433.6088 Fax Number:

* Email: p.brean@peasedev.gov

*Signature of Authorized Representative: *  *Date Signed: 4/22/2025

Application for Federal Assistance (Development and Equipment Projects)

PART II – PROJECT APPROVAL INFORMATION

Part II - SECTION A	
The term "Sponsor" refers to the applicant name provided in box 8 of the associated SF-424 form.	
Item 1. Does Sponsor maintain an active registration in the System for Award Management (www.SAM.gov)?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Item 2. Can Sponsor commence the work identified in the application in the fiscal year the grant is made or within six months after the grant is made, whichever is later?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
Item 3. Are there any foreseeable events that would delay completion of the project? If yes, provide attachment to this form that lists the events.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A
Item 4. Will the project(s) covered by this request have impacts or effects on the environment that require mitigating measures? If yes, attach a summary listing of mitigating measures to this application and identify the name and date of the environmental document(s).	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A
Item 5. Is the project covered by this request included in an approved Passenger Facility Charge (PFC) application or other Federal assistance program? If yes, please identify other funding sources by checking all applicable boxes.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A
<input type="checkbox"/> The project is included in an <i>approved</i> PFC application. If included in an approved PFC application, does the application <i>only</i> address AIP matching share? <input type="checkbox"/> Yes <input type="checkbox"/> No	
<input type="checkbox"/> The project is included in another Federal Assistance program. Its CFDA number is below.	
Item 6. Will the requested Federal assistance include Sponsor indirect costs as described in 2 CFR Appendix VII to Part 200, States and Local Government and Indian Tribe Indirect Cost Proposals?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A
If the request for Federal assistance includes a claim for allowable indirect costs, select the applicable indirect cost rate the Sponsor proposes to apply:	
<input type="checkbox"/> De Minimis rate of 10% as permitted by 2 CFR § 200.414.	
<input type="checkbox"/> Negotiated Rate equal to	% as approved by _____ (the Cognizant Agency) on _____ (Date) (2 CFR part 200, appendix VII).
<i>Note: Refer to the instructions for limitations of application associated with claiming Sponsor indirect costs.</i>	

PART II - SECTION B

Certification Regarding Lobbying

The declarations made on this page are under the signature of the authorized representative, as identified in box 21 of form SF-424, to which this form is attached. The term "Sponsor" refers to the applicant name provided in box 8 of the associated SF-424 form.

The Authorized Representative certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the Sponsor, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the Authorized Representative shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

(3) The Authorized Representative shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

PART II – SECTION C

The Sponsor hereby represents and certifies as follows:

1. Compatible Land Use – The Sponsor has taken the following actions to assure compatible usage of land adjacent to or in the vicinity of the airport:

The proposed project will not have an impact on compatible land use adjacent to or in the vicinity of the airport.

2. Defaults – The Sponsor is not in default on any obligation to the United States or any agency of the United States Government relative to the development, operation, or maintenance of any airport, except as stated herewith:

The Sponsor is not in default on any applicable obligations to the US or any agency of the US government related to the airport.

3. Possible Disabilities – There are no facts or circumstances (including the existence of effective or proposed leases, use agreements or other legal instruments affecting use of the Airport or the existence of pending litigation or other legal proceedings) which in reasonable probability might make it impossible for the Sponsor to carry out and complete the Project or carry out the provisions of the Grant Assurances, either by limiting its legal or financial ability or otherwise, except as follows:

There are no known circumstances that will prevent the successful completion of the project.

4. Consistency with Local Plans – The project is reasonably consistent with plans existing at the time of submission of this application) of public agencies that are authorized by the State in which the project is located to plan for the development of the area surrounding the airport.

The project is consistent with state and local development plans.

5. Consideration of Local Interest – It has given fair consideration to the interest of communities in or near where the project may be located.

The Sponsor has given fair consideration to local interest.

6. Consultation with Users – In making a decision to undertake an airport development project under Title 49, United States Code, it has consulted with airport users that will potentially be affected by the project (§ 47105(a)(2)).

The project has been briefed at the Airport Advisory meetings.

7. Public Hearings – In projects involving the location of an airport, an airport runway or a major runway extension, it has afforded the opportunity for public hearings for the purpose of considering the economic, social, and environmental effects of the airport or runway location and its consistency with goals and objectives of such planning as has been carried out by the community and it shall, when requested by the Secretary, submit a copy of the transcript of such hearings to the Secretary. Further, for such projects, it has on its management board either voting representation from the communities where the project is located or has advised the communities that they have the right to petition the Secretary concerning a proposed project.

This project does not meet the above criteria for a public hearing and therefore is not required.

8. Air and Water Quality Standards – In projects involving airport location, a major runway extension, or runway location it will provide for the Governor of the state in which the project is located to certify in writing to the Secretary that the project will be located, designed, constructed, and operated so as to comply with applicable and air and water quality standards. In any case where such standards have not been approved and where applicable air and water quality standards have been promulgated by the Administrator of the Environmental Protection Agency, certification shall be obtained from such Administrator. Notice of certification or refusal to certify shall be provided within sixty days after the project application has been received by the Secretary.

This project does not meet the above criteria for Governor notification and therefore is not required.

PART II – SECTION C (Continued)

9. Exclusive Rights – There is no grant of an exclusive right for the conduct of any aeronautical activity at any airport owned or controlled by the Sponsor except as follows:

There is no grant of an exclusive right for the conduct of any aeronautical activity owned or controlled by the Sponsor.

10. Land – (a) The sponsor holds the following property interest in the following areas of land, which are to be developed or used as part of or in connection with the Airport subject to the following exceptions, encumbrances, and adverse interests, all of which areas are identified on the aforementioned property map designated as Exhibit "A". [1]

The sponsor owns, without adverse interest, all land shown on the Exhibit "A" Property Map dated April 8, 2016, and attached to the Grant Application for SBG 15-07-2016, reflects the current information as of this date.

The Sponsor further certifies that the above is based on a title examination by a qualified attorney or title company and that such attorney or title company has determined that the Sponsor holds the above property interests.

(b) The Sponsor will acquire within a reasonable time, but in any event prior to the start of any construction work under the Project, the following property interest in the following areas of land on which such construction work is to be performed, all of which areas are identified on the aforementioned property map designated as Exhibit "A". [1]

All work associated with the project will take place on land owned by the Sponsor

(c) The Sponsor will acquire within a reasonable time, and if feasible prior to the completion of all construction work under the Project, the following property interest in the following areas of land which are to be developed or used as part of or in connection with the Airport as it will be upon completion of the Project, all of which areas are identified on the aforementioned property map designated as Exhibit "A". [1]

All work associated with the project will take place on land owned by the Sponsor

¹ State the character of property interest in each area and list and identify for each all exceptions, encumbrances, and adverse interests of every kind and nature, including liens, easements, leases, etc. The separate areas of land need only be identified here by the area numbers shown on the property map.

PART III – BUDGET INFORMATION – CONSTRUCTION

SECTION A – GENERAL	
1. Assistance Listing Number:	20.106
2. Functional or Other Breakout:	Airport Improvement Program

SECTION B – CALCULATION OF FEDERAL GRANT			
Cost Classification	Latest Approved Amount (Use only for revisions)	Adjustment + or (-) Amount (Use only for revisions)	Total Amount Required
1. Administration expense			\$ 2,495
2. Preliminary expense			
3. Land, structures, right-of-way			
4. Architectural engineering basic fees			99,185
5. Other Architectural engineering fees			
6. Project inspection fees			125,228
7. Land development			
8. Relocation Expenses			
9. Relocation payments to Individuals and Businesses			
10. Demolition and removal			
11. Construction and project improvement			1,340,969
12. Equipment			
13. Miscellaneous			
14. Subtotal (Lines 1 through 13)			\$ 1,567,877
15. Estimated Income (If applicable)			
16. Net Project Amount (Line 14 minus 15)			1,567,877
17. Less: Ineligible Exclusions (Section C, line 23 g.)			167,916
18. Subtotal (Lines 16 through 17)			\$ 1,399,961
19. Federal Share requested of Line 18			1,329,963
20. Grantee share			202,915
21. Other shares			34,999
22. TOTAL PROJECT (Lines 19, 20 & 21)			\$ 1,567,877

SECTION C – EXCLUSIONS	
23. Classification (Description of non-participating work)	Amount Ineligible for Participation
a. Bid Schedule B - Concrete Fueling Pad	\$ 135,280
b. Item M-006-1 Contaminated Soil Removal and Replacement	20,000
c. Prorated Portion of Project Inspection Fees (10.09%)	12,636
d.	
e.	
f.	
g. Total	\$ 167,916

SECTION D – PROPOSED METHOD OF FINANCING NON-FEDERAL SHARE	
24. Grantee Share – Fund Categories	Amount
a. Securities	
b. Mortgages	
c. Appropriations (by Applicant)	202,915
d. Bonds	
e. Tax Levies	
f. Non-Cash	
g. Other (Explain):	
h. TOTAL - Grantee share	\$ 202,915
25. Other Shares	Amount
a. State	34,999
b. Other	
c. TOTAL - Other Shares	\$ 34,999
26. TOTAL NON-FEDERAL FINANCING	\$ 237,914

SECTION E – REMARKS
 (Attach sheets if additional space is required)

The Exhibit "A" Property Map dated April 8, 2016 and attached to the Grant Application for SBG 15-07-2016, reflects the current information as of this date.

The above-mentioned Exhibit "A" Property Map is, therefore, incorporated into this Grant Application by reference and made a part thereof.

PART IV – PROGRAM NARRATIVE
(Suggested Format)

PROJECT: Rehabilitate (110,000 SF±) and Mark Terminal Area Tiedown Apron – Construction Phase
AIRPORT: Skyhaven Airport
1. Objective: See attached Part IV Program Narrative Statement.
2. Benefits Anticipated: See attached Part IV Program Narrative Statement.
3. Approach: (See approved Scope of Work in Final Application) See attached Part IV Program Narrative Statement.
4. Geographic Location: Rochester NH - Strafford County
5. If Applicable, Provide Additional Information: See attached Part IV Program Narrative Statement.
6. Sponsor's Representative: (include address & telephone number) Airport: Mr. Michael Mates, P.E., Pease Development Authority, 55 International Drive, Portsmouth, NH 03801 (603) 766-9292; M.Mates@peasedev.org

Part IV – SUPPLEMENTAL PROGRAM NARRATIVE STATEMENT
Application for Federal Assistance

Rehabilitate (110,000 SF±) and Mark Terminal Area Tiedown Apron – Construction Phase
Pease Development Authority
Portsmouth International Airport
SBG 15-TBD-2025

GENERAL PROJECT DESCRIPTION & OBJECTIVE

The objective of the project is to rehabilitate the existing terminal parking apron pavement and bring grades throughout the apron to within FAA standards. During the project, the existing drainage will be reconstructed. In addition, a concrete apron with positive limiting barrier (PLB) will be placed around the existing fuel pumps, which will remain in place. The concrete apron portion of the project is ineligible for AIP funding and will therefore be funded by the Sponsor.

PROJECT BENEFITS

The project will replace deteriorated pavement that contains numerous longitudinal and transverse cracks, eliminating FOD concern for operating aircraft. Additionally, new drainage infrastructure will improve drainage along the eastern edge of the apron. A concrete apron will be constructed around the existing fuel dispenser to comply with NHDES requirements.

PROJECT APPROACH

Jacobs Engineering will serve as the Airport's consultant for construction administration, resident engineering, and material testing. Jacobs will utilize a sub consultant for material testing. The design was completed in February 2024, the project was bid in March 2024, and again in April 2025 due to ineligible project costs being removed from the basis of award. Construction is anticipated in Spring of 2026. The construction shall be completed by the lowest responsible and responsive bidder.

GEOGRAPHIC LOCATION

Rochester, NH – Strafford County

SPONSOR'S REPRESENTATIVE

Michael Mates, P.E., Pease Development Authority, 55 International Drive, Portsmouth, NH 03801
(603)-766-9292; M.Mates@peasedev.org

COST BREAKDOWNS

Refer to the attached Project Costs.

PROJECT SCHEDULE

Milestones include: Open Bids April 11, 2025. Start Construction: Spring 2026.

ENVIRONMENTAL STATUS

The project is considered a categorical exclusion per FAA Order 1050.1F Section 5-6.4.e. In addition, there are no extraordinary circumstances as listed in FAA Order 1050.1F Section 5-2 related to this project.

STATEMENT ON DISADVANTAGED BUSINESS ENTERPRISE (DBE) STATUS:

The Pease Development Authority's Disadvantaged Business Enterprise (DBE) race neutral goal for Skyhaven Airport is 2.1%.

STATEMENT ON USER COORDINATION:

The project has been briefed at Airport Advisory meetings.

INTERGOVERNMENTAL REVIEW:

For airport improvement projects wholly contained within the airport's property boundaries, E.O. 12372 Intergovernmental Review Process is not required. This project is wholly on the airport. Therefore, E.O. 12372 review is not applicable to the project.

SECTION 106 OF THE NATIONAL HISTORIC PRESERVATION ACT:

The project rehabilitates existing pavements & drainage and constructs a concrete fueling pad. This type of project is on the approved NHDOT list of projects not requiring Section 106 review.

USF&W COORDINATION:

The project rehabilitates existing pavements & drainage and constructs a concrete fueling pad. No threatened and endangered species are anticipated to be impacted by the project.

EXHIBIT "A" STATEMENT:

The Exhibit "A" Property Map dated April 8, 2016, and attached to the Grant Application for SBG 15-07-2016, reflects the current information as of this date.

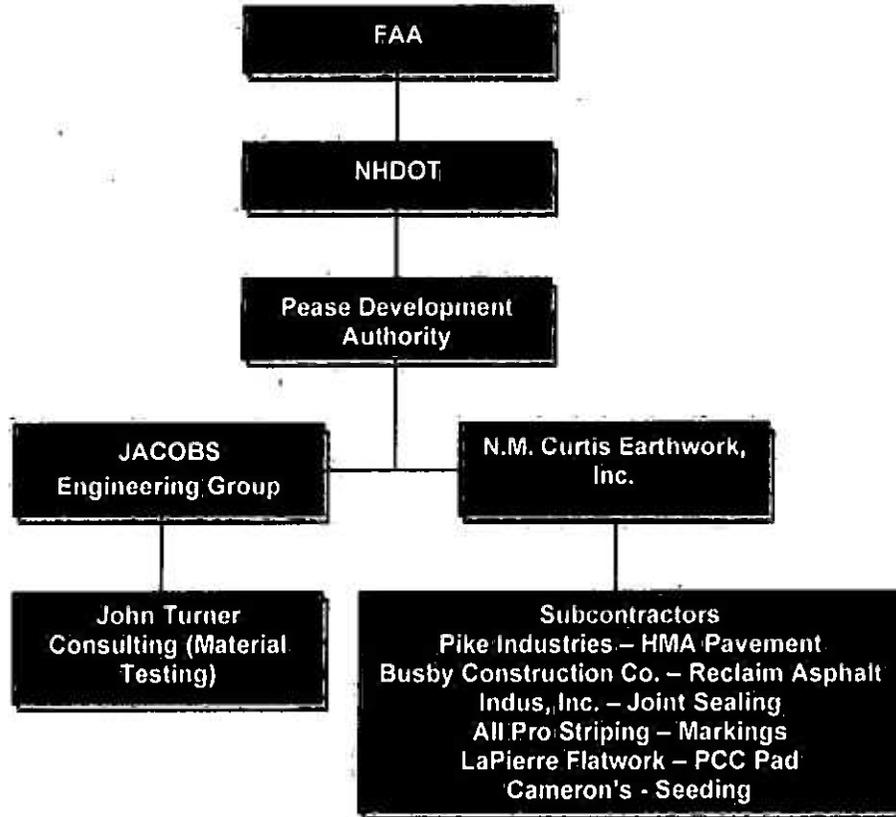
The above-mentioned Exhibit "A" Property Map is, therefore, incorporated into this Grant Application by reference and made a part thereof.

ORGANIZATIONAL CHART

Skyhaven Airport

Rehabilitate (110,000 SF±) and Mark Terminal Area Tiedown Apron

**Grant #SBG-15-TBD-2025
Project Organizational Chart**



PROJECT COSTS
Application for Federal Assistance

REHABILITATE AND MARK TERMINAL AREA TIEDOWN APRON – CONSTRUCTION PHASE

The Pease Development Authority
Skyhaven Airport
Rochester, NH
SBG 15-TBD-2025

Project Cost

The project costs are summarized below:

Administration Expense

Advertising.....	\$ 2,495
Subtotal.....	\$ 2,495

Preliminary Expense

NA.....	\$ -
Subtotal.....	\$ -

Architectural Engineering Fees

Jacobs Engineering Group (Permitting, Bidding, CA Services.).....	\$ 99,185
Subtotal.....	\$ 99,185

Project Inspection Fees

Jacobs Engineering Group (RE Services.).....	\$ 125,228
Subtotal.....	\$ 125,228

Construction and Project Improvement

Construction.....	\$ 1,340,969
Subtotal.....	\$ 1,340,969

Force Account

NA.....	\$ -
Subtotal.....	\$ -

Total..... \$ 1,567,877

Non-Eligible (Bid Schedule B, M-006-1 Contaminated Soil Removal and Replacement,
10.09% of Project Inspection Fees).....

\$ 167,916

Total Eligible..... \$ 1,399,961

The project funding shall be broken out as described below:

Federal Share (95% of Eligible).....	\$ 1,329,962.95
State Share (2.5% of Eligible).....	\$ 34,999.02
Local Share (2.5% Eligible + Ineligible).....	\$ 202,915.03
TOTAL.....	\$ 1,567,877.00

\$167,916 minus M-006-1 bid of \$20,000 = \$147,916. I don't understand how the \$149,916 relates to 10.09% of Project Inspection Fees which are \$125,218, or \$97,728 without the Material Testing.

Drug-Free Workplace Airport Improvement Program Sponsor Certification

Sponsor: Pease Development Authority

Airport: Skyhaven Airport

Project Number: SBG 15-TBD-2025

Description of Work: Rehabilitate (110,000 SF±) and Mark Terminal Area Tiedown Apron – Construction Phase

Application

49 USC § 47105(d) authorizes the Secretary to require certification from the sponsor that it will comply with the statutory and administrative requirements in carrying out a project under the Airport Improvement Program (AIP). General requirements on the drug-free workplace within federal grant programs are described in 2 CFR part 182. Sponsors are required to certify they will be, or will continue to provide, a drug-free workplace in accordance with the regulation. The AIP project grant agreement contains specific assurances on the Drug-Free Workplace Act of 1988.

Certification Statements

Except for certification statements below marked as not applicable (N/A), this list includes major requirements of the construction project. Selecting "Yes" represents sponsor acknowledgement and confirmation of the certification statement. The term "will" means Sponsor action taken at appropriate time based on the certification statement focus area, but no later than the end of the project period of performance. This list is not comprehensive and does not relieve the sponsor from fully complying with all applicable statutory and administrative standards. The source of the requirement is referenced within parenthesis.

1. A statement has been or will be published prior to commencement of project notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the sponsor's workplace, and specifying the actions to be taken against employees for violation of such prohibition (2 CFR § 182.205).

Yes No N/A

2. An ongoing drug-free awareness program (2 CFR § 182.215) has been or will be established prior to commencement of project to inform employees about:

- a. The dangers of drug abuse in the workplace;
- b. The sponsor's policy of maintaining a drug-free workplace;
- c. Any available drug counseling, rehabilitation, and employee assistance programs; and
- d. The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.

Yes No N/A

3. Each employee to be engaged in the performance of the work has been or will be given a copy of the statement required within item 1 above prior to commencement of project (2 CFR § 182.210).

Yes No N/A

4. Employees have been or will be notified in the statement required by Item 1 above that, as a condition employment under the grant (2 CFR § 182.205(c)), the employee will:

- a. Abide by the terms of the statement; and
- b. Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction.

Yes No N/A

5. The Federal Aviation Administration (FAA) will be notified in writing within 10 calendar days after receiving notice under item 4b above from an employee or otherwise receiving actual notice of such conviction (2 CFR § 182.225). Employers of convicted employees must provide notice, including position title of the employee, to the FAA (2 CFR § 182.300).

Yes No N/A

6. One of the following actions (2 CFR § 182.225(b)) will be taken within 30 calendar days of receiving a notice under item 4b above with respect to any employee who is so convicted:

- a. Take appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; and
- b. Require such employee to participate satisfactorily in drug abuse assistance or rehabilitation programs approved for such purposes by a federal, state, or local health, law enforcement, or other appropriate agency.

Yes No N/A

7. A good faith effort will be made, on a continuous basis, to maintain a drug-free workplace through implementation of items 1 through 6 above (2 CFR § 182.200).

Yes No N/A

Site(s) of performance of work (2 CFR § 182.230):

Location 1

Name of Location: Pease Development Authority
Address: 55 International Drive, Portsmouth, NH 03801

Location 2 (if applicable)

Name of Location: Skyhaven Airport
Address: 238 Rochester Hill Rd, Rochester, NH 03867

Location 3 (if applicable)

Name of Location: Jacobs Engineering Group Inc
Address: 2 Executive Park Drive, Suite 205, Bedford, NH 03110

Attach documentation clarifying any above item marked with a "No" response.

Sponsor's Certification

I certify, for the project identified herein, responses to the forgoing items are accurate as marked and additional documentation for any item marked "no" is correct and complete.

Executed on this 22 day of April, 2025

Name of Sponsor: Pease Development Authority

Name of Sponsor's Authorized Official: Paul E. Brean

Title of Sponsor's Authorized Official: Executive Director

Signature of Sponsor's Authorized Official: _____

A handwritten signature in black ink, appearing to read "Paul E. Brean", is written over a horizontal line. The signature is somewhat stylized and loops back.

I declare under penalty of perjury that the foregoing is true and correct. I understand that knowingly and willfully providing false information to the federal government is a violation of 18 USC § 1001 (False Statements) and could subject me to fines, imprisonment, or both.

Certification and Disclosure Regarding Potential Conflicts of Interest Airport Improvement Program Sponsor Certification

Sponsor: Pease Development Authority

Airport: Skyhaven Airport

Project Number: SBG 15-TBD-2025

Description of Work: Rehabilitate (110,000 SF±) and Mark Terminal Area Tiedown Apron – Construction Phase

Application

Title 2 CFR § 200.112 and § 1201.112 address Federal Aviation Administration (FAA) requirements for conflict of interest. As a condition of eligibility under the Airport Improvement Program (AIP), sponsors must comply with FAA policy on conflict of interest. Such a conflict would arise when any of the following have a financial or other interest in the firm selected for award:

- a) The employee, officer or agent,
- b) Any member of his immediate family,
- c) His or her partner, or
- d) An organization which employs, or is about to employ, any of the above.

Selecting "Yes" represents sponsor or sub-recipient acknowledgement and confirmation of the certification statement. Selecting "No" represents sponsor or sub-recipient disclosure that it cannot fully comply with the certification statement. If "No" is selected, provide support information explaining the negative response as an attachment to this form. This includes whether the sponsor has established standards for financial interest that are not substantial or unsolicited gifts are of nominal value (2 CFR § 200.318(c)). The term "will" means Sponsor action taken at appropriate time based on the certification statement focus area, but no later than the end of the project period of performance.

Certification Statements

1. The sponsor or sub-recipient maintains a written standards of conduct governing conflict of interest and the performance of their employees engaged in the award and administration of contracts (2 CFR § 200.318(c)). To the extent permitted by state or local law or regulations, such standards of conduct provide for penalties, sanctions, or other disciplinary actions for violations of such standards by the sponsor's and sub-recipient's officers, employees, or agents, or by contractors or their agents.

Yes No

2. The sponsor's or sub-recipient's officers, employees or agents have not and will not solicit or accept gratuities, favors or anything of monetary value from contractors, potential contractors, or parties to sub-agreements (2 CFR § 200.318(c)).

Yes No

3. The sponsor or sub-recipient certifies that is has disclosed and will disclose to the FAA any known potential conflict of interest (2 CFR § 1200.112).

Yes No

Attach documentation clarifying any above item marked with "no" response.

Sponsor's Certification

I certify, for the project identified herein, responses to the forgoing items are accurate as marked and have the explanation for any item marked "no" is correct and complete.

Executed on this 22 day of April, 2025.

Name of Sponsor: Pease Development Authority

Name of Sponsor's Authorized Official: Paul E. Brean

Title of Sponsor's Authorized Official: Executive Director

Signature of Sponsor's Authorized Official: _____

I declare under penalty of perjury that the foregoing is true and correct. I understand that knowingly and willfully providing false information to the federal government is a violation of 18 USC § 1001 (False Statements) and could subject me to fines, imprisonment, or both.

CERTIFICATION REGARDING LOBBYING

Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Statement for Loan Guarantees and Loan Insurance

The undersigned states, to the best of his or her knowledge and belief, that:

If any funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions. Submission of this statement is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required statement shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

* APPLICANT'S ORGANIZATION		
Peace Development Authority		
* PRINTED NAME AND TITLE OF AUTHORIZED REPRESENTATIVE		
Prefix: Mr.	* First Name: Paul	Middle Name: E.
* Last Name: Breen	Suffix:	
* Title: Executive Director		
* SIGNATURE:		* DATE: 04/22/2025

Selection of Consultants

Airport Improvement Program Sponsor Certification

Sponsor: Pease Development Authority

Airport: Skyhaven Airport

Project Number: SBG 15-TBD-2025

Description of Work: Rehabilitate (110,000 SF±) and Mark Terminal Area Tiedown Apron – Construction Phase

Application

49 USC § 47105(d) authorizes the Secretary to require certification from the sponsor that it will comply with the statutory and administrative requirements in carrying out a project under the Airport Improvement Program (AIP). General requirements for selection of consultant services within federal grant programs are described in 2 CFR §§ 200.317-200.326. Sponsors may use other qualifications-based procedures provided they are equivalent to standards of Title 40 chapter 11 and FAA Advisory Circular 150/5100-14, Architectural, Engineering, and Planning Consultant Services for Airport Grant Projects.

Certification Statements

Except for certification statements below marked as not applicable (N/A), this list includes major requirements of the construction project. Selecting "Yes" represents sponsor acknowledgement and confirmation of the certification statement. The term "will" means Sponsor action taken at appropriate time based on the certification statement focus area, but no later than the end of the project period of performance. This list is not comprehensive and does not relieve the sponsor from fully complying with all applicable statutory and administrative standards. The source of the requirement is referenced within parenthesis.

1. Sponsor acknowledges their responsibility for the settlement of all contractual and administrative issues arising out of their procurement actions (2 CFR § 200.318(k)).
 Yes No N/A

2. Sponsor procurement actions ensure or will ensure full and open competition that does not unduly limit competition (2 CFR § 200.319).
 Yes No N/A

3. Sponsor has excluded or will exclude any entity that develops or drafts specifications, requirements, or statements of work associated with the development of a request-for-qualifications (RFQ) from competing for the advertised services (2 CFR § 200.319).
 Yes No N/A

4. The advertisement describes or will describe specific project statements-of-work that provide clear detail of required services without unduly restricting competition (2 CFR § 200.319).
 Yes No N/A
5. Sponsor has publicized or will publicize a RFQ that:
a. Solicits an adequate number of qualified sources (2 CFR § 200.320(d)); and
b. Identifies all evaluation criteria and relative importance (2 CFR § 200.320(d)).
 Yes No N/A
6. Sponsor has based or will base selection on qualifications, experience, and disadvantaged business enterprise participation with price not being a selection factor (2 CFR § 200.320(d)).
 Yes No N/A
7. Sponsor has verified or will verify that agreements exceeding \$25,000 are not awarded to individuals or firms suspended, debarred or otherwise excluded from participating in federally assisted projects (2 CFR § 180.300).
 Yes No N/A
8. A/E services covering multiple projects: Sponsor has agreed to or will agree to:
a. Refrain from initiating work covered by this procurement beyond five years from the date of selection (AC 150/5100-14); and
b. Retain the right to conduct new procurement actions for projects identified or not identified in the RFQ (AC 150/5100-14).
 Yes No N/A
9. Sponsor has negotiated or will negotiate a fair and reasonable fee with the firm they select as most qualified for the services identified in the RFQ (2 CFR § 200.323).
 Yes No N/A
10. The Sponsor's contract identifies or will identify costs associated with ineligible work separately from costs associated with eligible work (2 CFR § 200.302).
 Yes No N/A
11. Sponsor has prepared or will prepare a record of negotiations detailing the history of the procurement action, rationale for contract type and basis for contract fees (2 CFR § 200.318(i)).
 Yes No N/A
12. Sponsor has incorporated or will incorporate mandatory contract provisions in the consultant contract for AIP-assisted work (49 U.S.C. Chapter 471 and 2 CFR part 200 Appendix II)
 Yes No N/A

13. For contracts that apply a time-and-material payment provision (also known as hourly rates, specific rates of compensation, and labor rates), the Sponsor has established or will establish:

- a. Justification that there is no other suitable contract method for the services (2 CFR §200.318(j));
- b. A ceiling price that the consultant exceeds at their risk (2 CFR §200.318(j)); and
- c. A high degree of oversight that assures consultant is performing work in an efficient manner with effective cost controls in place 2 CFR §200.318(j)).

Yes No N/A

14. Sponsor is not using or will not use the prohibited cost-plus-percentage-of-cost (CPPC) contract method. (2 CFR § 200.323(d)).

Yes No N/A

Attach documentation clarifying any above item marked with "no" response.

Sponsor's Certification

I certify, for the project identified herein, responses to the forgoing items are accurate as marked and additional documentation for any item marked "no" is correct and complete.

I declare under penalty of perjury that the foregoing is true and correct. I understand that knowingly and willfully providing false information to the federal government is a violation of 18 USC § 1001 (False Statements) and could subject me to fines, imprisonment, or both.

Executed on this 22 day of April, 2025

Name of Sponsor: Pease Development Authority

Name of Sponsor's Authorized Official: Paul E. Brean

Title of Sponsor's Authorized Official: Executive Director

Signature of Sponsor's Authorized Official:



I declare under penalty of perjury that the foregoing is true and correct. I understand that knowingly and willfully providing false information to the federal government is a violation of 18 USC § 1001 (False Statements) and could subject me to fines, imprisonment, or both.

Project Plans and Specifications

Airport Improvement Program Sponsor Certification

Sponsor: Pease Development Authority

Airport: Skyhaven Airport

Project Number: SBG 15-TBD-2025

Description of Work: Rehabilitate (110,000 SF±) and Mark Terminal Area Tiedown Apron – Construction Phase

Application

49 USC § 47105(d) authorizes the Secretary to require certification from the sponsor that it will comply with the statutory and administrative requirements in carrying out a project under the Airport Improvement Program (AIP). Labor and civil rights standards applicable to AIP are established by the Department of Labor (www.dol.gov). AIP Grant Assurance C.1—General Federal Requirements identifies applicable federal laws, regulations, executive orders, policies, guidelines and requirements for assistance under AIP. A list of current advisory circulars with specific standards for procurement, design or construction of airports, and installation of equipment and facilities is referenced in standard airport sponsor Grant Assurance 34 contained in the grant agreement.

Certification Statements

Except for certification statements below marked as not applicable (N/A), this list includes major requirements of the construction project. Selecting "Yes" represents sponsor acknowledgement and confirmation of the certification statement. The term "will" means Sponsor action taken at appropriate time based on the certification statement focus area, but no later than the end of the project period of performance. This list is not comprehensive and does not relieve the sponsor from fully complying with all applicable statutory and administrative standards. The source of the requirement is referenced within parenthesis.

1. The plans and specifications were or will be prepared in accordance with applicable federal standards and requirements, so that no deviation or modification to standards set forth in the advisory circulars, or FAA-accepted state standard, is necessary other than those explicitly approved by the Federal Aviation Administration (FAA) (14 USC § 47105).
 Yes No N/A

2. Specifications incorporate or will incorporate a clear and accurate description of the technical requirement for the material or product that does not contain limiting or proprietary features that unduly restrict competition (2 CFR §200.319).
 Yes No N/A

3. The development that is included or will be included in the plans is depicted on the current airport layout plan as approved by the FAA (14 USC § 47107).
 Yes No N/A
4. Development and features that are ineligible or unallowable for AIP funding have been or will be omitted from the plans and specifications (FAA Order 5100.38, par. 3-43).
 Yes No N/A
5. The specification does not use or will not use "brand name" or equal to convey requirements unless sponsor requests and receives approval from the FAA to use brand name (FAA Order 5100.38, Table U-5).
 Yes No N/A
6. The specification does not impose or will not impose geographical preference in their procurement requirements (2 CFR §200.319(b) and FAA Order 5100.38, Table U-5).
 Yes No N/A
7. The use of prequalified lists of individuals, firms or products include or will include sufficient qualified sources that ensure open and free competition and that does not preclude potential entities from qualifying during the solicitation period (2 CFR §319(d)).
 Yes No N/A
8. Solicitations with bid alternates include or will include explicit information that establish a basis for award of contract that is free of arbitrary decisions by the sponsor (2 CFR § 200.319(a)(7)).
 Yes No N/A
9. Concurrence was or will be obtained from the FAA if Sponsor incorporates a value engineering clause into the contract (FAA Order 5100.38, par. 3-57).
 Yes No N/A
10. The plans and specifications incorporate or will incorporate applicable requirements and recommendations set forth in the federally approved environmental finding (49 USC §47106(c)).
 Yes No N/A
11. The design of all buildings comply or will comply with the seismic design requirements of 49 CFR § 41.120. (FAA Order 5100.38d, par. 3-92)
 Yes No N/A
12. The project specification include or will include process control and acceptance tests required for the project by as per the applicable standard:
- a. Construction and installation as contained in Advisory Circular (AC) 150/5370-10.
 Yes No N/A

b. Snow Removal Equipment as contained in AC 150/5220-20.

Yes No N/A

c. Aircraft Rescue and Fire Fighting (ARFF) vehicles as contained in AC 150/5220-10.

Yes No N/A

13. For construction activities within or near aircraft operational areas(AOA):

a. The Sponsor has or will prepare a construction safety and phasing plan (CSPP) conforming to Advisory Circular 150/5370-2.

b. Compliance with CSPP safety provisions has been or will be incorporated into the plans and specifications as a contractor requirement.

c. Sponsor will not initiate work until receiving FAA's concurrence with the CSPP (FAA Order 5100.38, Par. 5-29).

Yes No N/A

14. The project was or will be physically completed without federal participation in costs due to errors and omissions in the plans and specifications that were foreseeable at the time of project design (49 USC §47110(b)(1) and FAA Order 5100.38d, par. 3-100).

Yes No N/A

Attach documentation clarifying any above item marked with "No" response.

Sponsor's Certification

I certify, for the project identified herein, responses to the forgoing items are accurate as marked and additional documentation for any item marked "no" is correct and complete.

Executed on this 22 day of April, 2025.

Name of Sponsor: Pease Development Authority

Name of Sponsor's Authorized Official: Paul E. Brean

Title of Sponsor's Authorized Official: Executive Director

Signature of Sponsor's Authorized Official: 

I declare under penalty of perjury that the foregoing is true and correct. I understand that knowingly and willfully providing false information to the federal government is a violation of 18 USC § 1001 (False Statements) and could subject me to fines, imprisonment, or both.

Equipment and Construction Contracts Airport Improvement Sponsor Certification

Sponsor: Pease Development Authority

Airport: Skyhaven Airport

Project Number: SBG 15-TBD-2025

Description of Work: Rehabilitate (110,000 SF±) and Mark Terminal Area Tiedown Apron – Construction Phase

Application

49 USC § 47105(d) authorizes the Secretary to require certification from the sponsor that it will comply with the statutory and administrative requirements in carrying out a project under the Airport Improvement Program (AIP). General procurement standards for equipment and construction contracts within Federal grant programs are described in 2 CFR §§ 200.317-200.326. Labor and Civil Rights Standards applicable to the AIP are established by the Department of Labor (www.dol.gov) AIP Grant Assurance C.1—General Federal Requirements identifies all applicable Federal Laws, regulations, executive orders, policies, guidelines and requirements for assistance under the AIP. Sponsors may use state and local procedures provided the procurement conforms to these federal standards.

This certification applies to all equipment and construction projects. Equipment projects may or may not employ laborers and mechanics that qualify the project as a "covered contract" under requirements established by the Department of Labor requirements. Sponsor shall provide appropriate responses to the certification statements that reflect the character of the project regardless of whether the contract is for a construction project or an equipment project.

Certification Statements

Except for certification statements below marked as not applicable (N/A), this list includes major requirements of the construction project. Selecting "Yes" represents sponsor acknowledgement and confirmation of the certification statement. The term "will" means Sponsor action taken at appropriate time based on the certification statement focus area, but no later than the end of the project period of performance. This list is not comprehensive and does not relieve the sponsor from fully complying with all applicable statutory and administrative standards. The source of the requirement is referenced within parenthesis.

1. A written code or standard of conduct is or will be in effect prior to commencement of the project that governs the performance of the sponsor's officers, employees, or agents in soliciting, awarding and administering procurement contracts (2 CFR § 200.318).

Yes No N/A

2. For all contracts, qualified and competent personnel are or will be engaged to perform contract administration, engineering supervision, construction inspection, and testing (Grant Assurance C.17).
 Yes No N/A
3. Sponsors that are required to have a Disadvantage Business Enterprise (DBE) program on file with the FAA have included or will include clauses required by Title VI of the Civil Rights Act and 49 CFR Part 26 for Disadvantaged Business Enterprises in all contracts and subcontracts.
 Yes No N/A
4. Sponsors required to have a DBE program on file with the FAA have implemented or will implement monitoring and enforcement measures that:
- Ensure work committed to Disadvantaged Business Enterprises at contract award is actually performed by the named DBEs (49 CFR § 26.37(b));
 - Include written certification that the sponsor has reviewed contract records and has monitored work sites for performance by DBE firms (49 CFR § 26.37(b)); and
 - Provides for a running tally of payments made to DBE firms and a means for comparing actual attainments (i.e. payments) to original commitments (49 CFR § 26.37(c)).
- Yes No N/A
5. Sponsor procurement actions using the competitive sealed bid method (2 CFR § 200.320(c)), was or will be:
- Publicly advertised, allowing a sufficient response time to solicit an adequate number of interested contractors or vendors;
 - Prepared to include a complete, adequate and realistic specification that defines the items or services in sufficient detail to allow prospective bidders to respond;
 - Publicly opened at a time and place prescribed in the invitation for bids; and
 - Prepared in a manner that result in a firm fixed price contract award to the lowest responsive and responsible bidder.
- Yes No N/A
6. For projects the Sponsor proposes to use the competitive proposal procurement method (2 CFR § 200.320(d)), Sponsor has requested or will request FAA approval prior to proceeding with a competitive proposal procurement by submitting to the FAA the following:
- Written justification that supports use of competitive proposal method in lieu of the preferred sealed bid procurement method;
 - Plan for publicizing and soliciting an adequate number of qualified sources; and
 - Listing of evaluation factors along with relative importance of the factors.
- Yes No N/A
7. For construction and equipment installation projects, the bid solicitation includes or will include the current federal wage rate schedule(s) for the appropriate type of work classifications (2 CFR Part 200, Appendix II).
 Yes No N/A

8. Concurrence was or will be obtained from the Federal Aviation Administration (FAA) prior to contract award under any of the following circumstances (Order 5100.38D):
- a. Only one qualified person/firm submits a responsive bid;
 - b. Award is to be made to other than the lowest responsible bidder; and
 - c. Life cycle costing is a factor in selecting the lowest responsive bidder.
- Yes No N/A
9. All construction and equipment installation contracts contain or will contain provisions for:
- a. Access to Records (§ 200.336)
 - b. Buy American Preferences (Title 49 U.S.C. § 50101)
 - c. Civil Rights - General Provisions and Title VI Assurances(41 CFR part 60)
 - d. Federal Fair Labor Standards (29 U.S.C. § 201, et seq)
 - e. Occupational Safety and Health Act requirements (20 CFR part 1920)
 - f. Seismic Safety – building construction (49 CFR part 41)
 - g. State Energy Conservation Requirements - as applicable(2 CFR part 200, Appendix II)
 - h. U.S. Trade Restriction (49 CFR part 30)
 - i. Veterans Preference (49 USC § 47112(c))
- Yes No N/A
10. All construction and equipment installation contracts exceeding \$2,000 contain or will contain the provisions established by:
- a. Davis-Bacon and Related Acts (29 CFR part 5)
 - b. Copeland "Anti-Kickback" Act (29 CFR parts 3 and 5)
- Yes No N/A
11. All construction and equipment installation contracts exceeding \$3,000 contain or will contain a contract provision that discourages distracted driving (E.O. 13513).
- Yes No N/A
12. All contracts exceeding \$10,000 contain or will contain the following provisions as applicable:
- a. Construction and equipment installation projects - Applicable clauses from 41 CFR Part 60 for compliance with Executive Orders 11246 and 11375 on Equal Employment Opportunity;
 - b. Construction and equipment installation - Contract Clause prohibiting segregated facilities in accordance with 41 CFR part 60-1.8;
 - c. Requirement to maximize use of products containing recovered materials in accordance with 2 CFR § 200.322 and 40 CFR part 247; and
 - d. Provisions that address termination for cause and termination for convenience (2 CFR Part 200, Appendix II).
- Yes No N/A

13. All contracts and subcontracts exceeding \$25,000: Measures are in place or will be in place (e.g. checking the System for Award Management) that ensure contracts and subcontracts are not awarded to individuals or firms suspended, debarred, or excluded from participating in federally assisted projects (2 CFR parts 180 and 1200).

Yes No N/A

14. Contracts exceeding the simplified acquisition threshold (currently \$250,000) include or will include provisions, as applicable; that address the following:

- a. Construction and equipment installation contracts - a bid guarantee of 5%, a performance bond of 100%, and a payment bond of 100% (2 CFR § 200.325);
- b. Construction and equipment installation contracts - requirements of the Contract Work Hours and Safety Standards Act (40 USC 3701-3708, Sections 103 and 107);
- c. Restrictions on Lobbying and Influencing (2 CFR part 200, Appendix II);
- d. Conditions specifying administrative, contractual and legal remedies for instances where contractor or vendor violate or breach the terms and conditions of the contract (2 CFR §200, Appendix II); and
- e. All Contracts - Applicable standards and requirements issued under Section 306 of the Clean Air Act (42 USC 7401-7671q), Section 508 of the Clean Water Act (33 USC 1251-1387, and Executive Order 11738.

Yes No N/A

Attach documentation clarifying any above item marked with "No" response.

Sponsor's Certification

I certify, for the project identified herein, responses to the forgoing items are accurate as marked and additional documentation for any item marked "no" is correct and complete.

Executed on this 22 day of April, 2025.

Name of Sponsor: Pease Development Authority

Name of Sponsor's Authorized Official: Paul E. Brean

Title of Sponsor's Authorized Official: Executive Director

Signature of Sponsor's Authorized Official: _____

I declare under penalty of perjury that the foregoing is true and correct. I understand that knowingly and willfully providing false information to the federal government is a violation of 18 USC § 1001 (False Statements) and could subject me to fines, imprisonment, or both.

FAA Title VI Pre-Grant Award Checklist

Submission Information

Submission date (Pick a date): 04/22/2025

Name of airport sponsor: Pease Development Authority (KDAW)

Submitter's name: Andrew B. Pomeroy

Title: Director, Aviation Planning and Compliance

Phone number: 603-766-9231

Section 1: Questions Concerning Prior Approval of Title VI Program

By selecting "Yes" below, the sponsor certifies that the following documents were provided to, and approved by, the FAA Office of Civil Rights, and documentation of FAA's approval has been received by the sponsor. The FAA Office reviewing this grant application will confirm the FAA's approval of the documents in this Section prior to approving the grant application.

A sponsor that has *both* a Title VI Plan and a Community Participation Plan, *both* of which are approved by the FAA and current, and has already received approval for the information outlined in this Checklist, does not need to complete the remaining questions in Sections 2 and 3 of this Checklist.

This information is required based on DOT Order 1000.12C, Ch. II, Secs. 3 and 4
(<https://www.transportation.gov/misssion/us-department-transportation-title-vi-program>).

Criterion	Notes	Response	Comments
<p>1.1 The sponsor has a written Title VI Plan, approved by the FAA Office of Civil Rights, and subsequently adopted by the recipient, and documentation of the approval and adoption.</p>	<p>Sponsors must develop and adopt a Title VI Plan that outlines the recipient's measures to ensure compliance with Title VI. A current Title VI Plan on file with the FAA is sufficient if the Plan is no more than 3 years old.</p> <p>If the sponsor does not have an approved Title VI Plan, select "No" and complete Sections 2 and 3 of this Checklist.</p>	<p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>	<p>As Sponsor of a non-primary GA Airport, sponsor is currently developing its Title VI Program.</p>
<p>1.2 The sponsor has a written Community Participation Plan (CPP), or an equivalent public participation plan (PPP), and documented approval or concurrence of the plan from the FAA Office of Civil Rights.</p>	<p>Sponsors must satisfy CPP requirements as a condition of receiving an award of federal financial assistance. To the extent the sponsor has already prepared a PPP as part of planning or other requirements of FAA or DOT, that plan or plans may satisfy the CPP requirement so long as the plan has incorporated the Title VI requirements as provided in DOT Order 1000.12C, Ch. II, Sec. 4(a-j).</p> <p>If the sponsor does not have an approved CPP or PPP, select "No" and answer question 3.5 in Section 3 of this Checklist.</p>	<p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>	<p>As Sponsor of a non-primary GA Airport, sponsor is currently developing its Title VI Program.</p>

If the answers to 1.1 and 1.2 above are both "Yes," do not complete Sections 2 and 3.

Section 2: Questions Concerning Applicant Data

By selecting "Yes" below, the sponsor certifies that the following documents have been collected in its records prior to submitting this grant application and will be timely made available to FAA staff, including from the FAA Offices of Airports, Chief Counsel, and Civil Rights, upon request.

"Timely available" usually means within 1 week or less, depending on the scope and circumstances. The data should already be available in a format that can be forwarded, as-is. No further data collection or summarization efforts should be necessary to respond to the request.

This information is required by DOT Order 1000.12C, Ch. II, Sec. 2; 49 CFR 21.9; and FAA Order 1400.11.

Criterion	Notes	Response	Comments
2.1 The sponsor has, on file, demographic information for the surrounding community and communities otherwise affected by the sponsor's facilities and operations, including any airport noise and relocations.	At a minimum, data is required for race, color, national origin, and limited English proficiency (LEP) populations. The collected data must include the most current U.S. Census Bureau data, where available, such as American Community Survey data. <u>EJScreen</u> (www.epa.gov/ejscreen) is a useful resource for assessing project areas.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Sponsor has EJScreen Community Report on file and can monitor for changes.
2.2 The sponsor has, on file, demographic information for beneficiaries. For example, if the applicant is an airport operator, it has collected information for its airport customers.	In most cases, this type of information is available through voluntary disclosures by customers, lessees, community meeting attendees, and businesses seeking opportunities with the applicant. If not applicable or after reasonable efforts, no information was collected, respond, "Yes."	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	As Sponsor of a non-primary, GA Airport, sponsor is currently developing its Title VI Program.

Criterion	Notes	Response	Comments
<p>2.3 The sponsor has, on file, demographic information for their staff.</p>	<p>In most cases, this type of information is available through voluntary disclosures. See also 49 CFR § 21.5(c).</p> <p>If not applicable or after reasonable efforts, no information was collected, respond, "Yes."</p>	<p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>	<p>As Sponsor of a non-primary GA Airport; sponsor is currently developing its Title VI Program.</p>
<p>2.4 The sponsor has, on file, demographic information for individuals who are members of planning or advisory boards overseeing the applicant's programs, including its airport operations (if applicable).</p>	<p>Airport sponsors, the most common FAA grant applicants, commonly have appointed boards or are overseen directly by elected bodies, such as city councils. In addition, input for specific projects or sponsor priorities is often provided by standing appointed committees. If not already available, the information can be requested on a voluntary basis.</p> <p>If not applicable or after reasonable efforts, no information was collected, respond, "Yes."</p>	<p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>	<p>As Sponsor of a non-primary GA Airport, sponsor is currently developing its Title VI Program.</p>

Section 3: Questions about the Sponsor's Programs

By choosing "Yes" below, the sponsor certifies that the related statements are true.

This information is required by DOT Order 1000.12C, Ch. II, Secs. 2, 3, and 4.

Criterion	Notes	Response	Comments
<p>3.1 The sponsor's programs, including any airport operations, have been evaluated for potential impact based on race, color, national origin (including limited English proficiency (LEP)), or low-income status as part of an environmental review process consistent with FAA requirements.</p>	<p>Relevant requirements include Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d, et seq.) ("Title VI"), DOT's Title VI regulations at 49 CFR part 21, Executive Order 12898, and DOT Order on Environmental Justice (Order 5610.2C).</p> <p>See <u>Title VI of the Civil Rights Act of 1964</u> (www.justice.gov/crt/fcs/TitleVI);</p> <p><u>49 CFR part 21</u> (www.ecfr.gov)</p> <p><u>DOT Order on Environmental Justice</u> (www.transportation.gov/transportation-policy/environmental-justice)</p>	<p><input type="checkbox"/> Yes</p> <p><input checked="" type="checkbox"/> No</p>	<p>As Sponsor of a non-primary GA Airport, sponsor is currently developing its Title VI Program.</p>
<p>3.2 The sponsor has evaluated Checklist Section 2 data to identify any potential disparities based on race, color, or national origin (including LEP), as part of an analysis to identify potential discriminatory effects, consistent with FAA requirements.</p>	<p>Relevant requirements include Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d, et seq.) ("Title VI"), DOT's Title VI regulations at 49 CFR part 21, Executive Order 12898, and DOT Order on Environmental Justice (Order 5610.2C).</p>	<p><input type="checkbox"/> Yes</p> <p><input checked="" type="checkbox"/> No</p>	<p>As Sponsor of a non-primary GA Airport, sponsor is currently developing its Title VI Program.</p>

Criterion	Notes	Response	Comments
<p>3.3 The sponsor has performed a "Four-Factor" LEP analysis for the sponsor's programs, including its airport operations (if applicable). Plans and procedures and resources are in place to meet the identified LEP needs, consistent with the analysis.</p>	<p>A "Yes" response means yes to both parts of the question. The LEP analysis must be consistent with Executive Order 13166 and DOT Policy Guidance Concerning Recipients' Responsibilities to LEP Persons (70 FR 74087, December 14, 2005).</p> <p>See <u>DOT's LEP Guidance</u> [https://www.transportation.gov/civil-rights/civil-rights-awareness-enforcement/dots-lep-guidance].</p>	<p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>	<p>As Sponsor of a non-primary GA Airport, sponsor is currently developing its Title VI Program.</p>
<p>3.4 If the sponsor is an airport sponsor, the FAA Unlawful Discrimination Poster is displayed at its public airport facilities.</p> <p>If the sponsor is <i>not</i> an airport sponsor, it uses other effective methods to inform its customers, clients, beneficiaries, etc., that it will not discriminate based on race, color, national origin (including LEP), age, sex (including sexual orientation and gender identity), or creed, and of how to file a complaint of discrimination under Title VI against the applicant.</p>	<p>For airport sponsors, areas where the posters should be displayed include, as applicable, airport terminals, fixed base operator facilities, and at businesses that are open to the public and operating on airport property, such as hotels. For larger facilities, posters should be placed so that people can reasonably be expected to see them, no matter where they are in the facility. The poster is available at <u>Airport Civil Rights Program – National Airport Policy and Compliance</u> [https://www.faa.gov/about/office_org/headquarters_offices/acr/com_civ_support/national_airport_policy_compliance/].</p> <p>If applicant is not an airport, the method used to inform the public must be ongoing and documented.</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>	

Criterion	Notes	Response	Comments
<p>3.5 The sponsor's practices for obtaining proactive and meaningful public participation to ensure that (1) beneficiaries, as well as contractors and sub-recipients (if applicable), are adequately informed about how programs, projects, and other activities will potentially affect them, and (2) diverse views are heard and considered throughout all stages of consultation, planning, and decision-making processes.</p>	<p>To demonstrate compliance with Title VI, the sponsor must specifically be able to show how it affords all members of the community equal opportunity to provide input, regardless of race, color, national origin (including LEP), sex (including sexual orientation and gender identity), creed, or age, in accordance with Title VI, 49 U.S.C. § 47123, Executive Orders 12898 and 13166, DOT Order 5610.2C, and the DOT LEP guidance at 70 FR 74087.</p> <p>Please <i>skip</i> this question if the sponsor has an FAA-approved community participation plan.</p>	<p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>	
<p>3.6 Detailed information for all of the sponsor's Title VI lawsuits, investigations, and complaints filed or pending within the last 2 years been uploaded to the FAA Civil Rights Connect System or sent to ACR-4-TitleVI@faa.gov, with receipt acknowledged.</p>	<p>Sponsors must provide the FAA with both the initial notifications for the individual lawsuits, investigation, and complaints, and status updates. The updates are required until at least the time of grant closeout. The updates must include at least the outcome of the lawsuits, investigation, and complaint; and confirmation for resolution of identified deficiencies.</p> <p>See Appendix C to 49 CFR 21, Sub-part (b)(3) [available through www.ecfr.gov].</p> <p>"Title VI lawsuits, investigations, and complaints" include those alleging discrimination based on race, color, national origin (including LEP), sex (including sexual orientation and gender identity), creed or age.</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p>N/A Sponsor has not had Title VI Related Lawsuits, Investigations or Complaints.</p>

Criterion	Notes	Response	Comments
<p>3.7 Detailed information for all Title VI oversight activities (including audits, compliance reviews, and assessments for the sponsor) performed or pending within the last 2 years, has been sent to ACR-4-TitleVI@faa.gov, with receipt acknowledged. This requirement does not apply to oversight activities conducted by FAA.</p>	<p>Sponsors must provide the FAA with both the initial notifications for the individual audits, compliance reviews, and assessment, and status updates. The updates are required until at least the time of grant closeout. The updates must include at least the outcome of the audits, compliance reviews, and assessment, and confirmation for resolution of identified deficiencies.</p> <p>See Appendix C to 49 CFR 21, Sub-part (b)(3) [available through www.ecfr.gov].</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p>As Sponsor of a non-primary GA Airport, sponsor is currently developing its Title VI Program.</p> <p>The Sponsor has not had any Title VI oversight audits or reviews to date.</p>
<p>3.8 Detailed information for any pending grant applications with Federal agencies other than FAA identified in the grant application.</p>	<p>The information should be included in narrative fields of the pending application.</p>	<p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>	<p>N/A</p>



**FAA
Airports**

ASSURANCES AIRPORT SPONSORS

A. General.

1. These assurances shall be complied with in the performance of grant agreements for airport development, airport planning, and noise compatibility program grants for airport sponsors.
2. These assurances are required to be submitted as part of the project application by sponsors requesting funds under the provisions of Title 49, U.S.C., subtitle VII, as amended. As used herein, the term "public agency sponsor" means a public agency with control of a public-use airport; the term "private sponsor" means a private owner of a public-use airport; and the term "sponsor" includes both public agency sponsors and private sponsors.
3. Upon acceptance of this grant offer by the sponsor, these assurances are incorporated in and become part of this Grant Agreement.

B. Duration and Applicability.

1. **Airport development or Noise Compatibility Program Projects Undertaken by a Public Agency Sponsor.**

The terms, conditions and assurances of this Grant Agreement shall remain in full force and effect throughout the useful life of the facilities developed or equipment acquired for an airport development or noise compatibility program project, or throughout the useful life of the project items installed within a facility under a noise compatibility program project, but in any event not to exceed twenty (20) years from the date of acceptance of a grant offer of Federal funds for the project. However, there shall be no limit on the duration of the assurances regarding Exclusive Rights and Airport Revenue so long as the airport is used as an airport. There shall be no limit on the duration of the terms, conditions, and assurances with respect to real property acquired with federal funds. Furthermore, the duration of the Civil Rights assurance shall be specified in the assurances.

2. **Airport Development or Noise Compatibility Projects Undertaken by a Private Sponsor.**

The preceding paragraph (1) also applies to a private sponsor except that the useful life of project items installed within a facility or the useful life of the facilities developed or equipment acquired under an airport development or noise compatibility program project shall be no less than ten (10) years from the date of acceptance of Federal aid for the project.

3. **Airport Planning Undertaken by a Sponsor.**

Unless otherwise specified in this Grant Agreement, only Assurances 1, 2, 3, 5, 6, 13, 18, 23, 25, 30, 32, 33, 34, and 37 in Section C apply to planning projects. The terms, conditions, and

assurances of this Grant Agreement shall remain in full force and effect during the life of the project; there shall be no limit on the duration of the assurances regarding Exclusive Rights and Airport Revenue so long as the airport is used as an airport.

C. Sponsor Certification.

The sponsor hereby assures and certifies, with respect to this grant that:

1. General Federal Requirements

It will comply with all applicable Federal laws, regulations, executive orders, policies, guidelines, and requirements as they relate to the application, acceptance, and use of Federal funds for this Grant including but not limited to the following:

FEDERAL LEGISLATION

- a. 49 U.S.C. subtitle VII, as amended.
- b. Davis-Bacon Act, as amended — 40 U.S.C. §§ 3141-3144, 3146, and 3147, et seq.¹
- c. Federal Fair Labor Standards Act — 29 U.S.C. § 201, et seq.
- d. Hatch Act — 5 U.S.C. § 1501, et seq.²
- e. Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, 42 U.S.C. § 4601, et seq.^{1, 2}
- f. National Historic Preservation Act of 1966 — Section 106 — 54 U.S.C. § 306108.¹
- g. Archeological and Historic Preservation Act of 1974 — 54 U.S.C. § 312501, et seq.¹
- h. Native Americans Grave Repatriation Act — 25 U.S.C. § 3001, et seq.
- i. Clean Air Act, P.L. 90-148, as amended — 42 U.S.C. § 7401, et seq.
- j. Coastal Zone Management Act, P.L. 92-583, as amended — 16 U.S.C. § 1451, et seq.
- k. Flood Disaster Protection Act of 1973 — Section 102(a) - 42 U.S.C. § 4012a.¹
- l. 49 U.S.C. § 303, (formerly known as Section 4(f)).
- m. Rehabilitation Act of 1973 — 29 U.S.C. § 794.
- n. Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252) (prohibits discrimination on the basis of race, color, national origin).
- o. Americans with Disabilities Act of 1990, as amended, (42 U.S.C. § 12101 et seq.) (prohibits discrimination on the basis of disability).
- p. Age Discrimination Act of 1975 — 42 U.S.C. § 6101, et seq.
- q. American Indian Religious Freedom Act, P.L. 95-341, as amended.
- r. Architectural Barriers Act of 1968, as amended — 42 U.S.C. § 4151, et seq.¹
- s. Powerplant and Industrial Fuel Use Act of 1978 — Section 403 — 42 U.S.C. § 8373.¹
- t. Contract Work Hours and Safety Standards Act — 40 U.S.C. § 3701, et seq.¹
- u. Copeland Anti-kickback Act — 18 U.S.C. § 874.¹

- v. National Environmental Policy Act of 1969 – 42 U.S.C. § 4321, et seq.¹
- w. Wild and Scenic Rivers Act, P.L. 90-542, as amended – 16 U.S.C. § 1271, et seq.
- x. Single Audit Act of 1984 – 31 U.S.C. § 7501, et seq.²
- y. Drug-Free Workplace Act of 1988 – 41 U.S.C. §§ 8101 through 8105.
- z. The Federal Funding Accountability and Transparency Act of 2006, as amended (P.L. 109-282, as amended by section 6202 of P.L. 110-252).
- aa. Civil Rights Restoration Act of 1987, P.L. 100-259.
- bb. Build America, Buy America Act, P.L. 117-58, Title IX.

EXECUTIVE ORDERS

- a. Executive Order 11246 – Equal Employment Opportunity¹
- b. Executive Order 11990 – Protection of Wetlands
- c. Executive Order 11998 – Flood Plain Management
- d. Executive Order 12372 – Intergovernmental Review of Federal Programs
- e. Executive Order 12699 – Seismic Safety of Federal and Federally Assisted New Building Construction¹
- f. Executive Order 12898 – Environmental Justice
- g. Executive Order 13166 – Improving Access to Services for Persons with Limited English Proficiency
- h. Executive Order 13985 – Executive Order on Advancing Racial Equity and Support for Underserved Communities Through the Federal Government
- i. Executive Order 13988 – Preventing and Combating Discrimination on the Basis of Gender Identity or Sexual Orientation
- j. Executive Order 14005 – Ensuring the Future is Made in all of America by All of America's Workers
- k. Executive Order 14008 – Tackling the Climate Crisis at Home and Abroad

FEDERAL REGULATIONS

- a. 2 CFR Part 180 – OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement).
- b. 2 CFR Part 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards. ^{4,5}
- c. 2 CFR Part 1200 – Nonprocurement Suspension and Debarment.
- d. 14 CFR Part 13 – Investigative and Enforcement Procedures.
- e. 14 CFR Part 16 – Rules of Practice for Federally-Assisted Airport Enforcement Proceedings.
- f. 14 CFR Part 150 – Airport Noise Compatibility Planning.

- g. 28 CFR Part 35 – Nondiscrimination on the Basis of Disability in State and Local Government Services.
- h. 28 CFR § 50.3 – U.S. Department of Justice Guidelines for the Enforcement of Title VI of the Civil Rights Act of 1964.
- i. 29 CFR Part 1 – Procedures for Predetermination of Wage Rates.¹
- j. 29 CFR Part 3 – Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States.¹
- k. 29 CFR Part 5 – Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction (Also Labor Standards Provisions Applicable to Nonconstruction Contracts Subject to the Contract Work Hours and Safety Standards Act).¹
- l. 41 CFR Part 60 – Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor (Federal and Federally-assisted contracting requirements).¹
- m. 49 CFR Part 20 – New Restrictions on Lobbying.
- n. 49 CFR Part 21 – Nondiscrimination in Federally-Assisted Programs of the Department of Transportation - Effectuation of Title VI of the Civil Rights Act of 1964.
- o. 49 CFR Part 23 – Participation by Disadvantage Business Enterprise in Airport Concessions.
- p. 49 CFR Part 24 – Uniform Relocation Assistance and Real Property Acquisition for Federal and Federally-Assisted Programs.^{1, 2}
- q. 49 CFR Part 26 – Participation by Disadvantaged Business Enterprises in Department of Transportation Financial Assistance Programs.
- r. 49 CFR Part 27 – Nondiscrimination on the Basis of Disability In Programs or Activities Receiving Federal Financial Assistance.¹
- s. 49 CFR Part 28 – Enforcement of Nondiscrimination on the Basis of Handicap in Programs or Activities Conducted by the Department of Transportation.
- t. 49 CFR Part 30 – Denial of Public Works Contracts to Suppliers of Goods and Services of Countries That Deny Procurement Market Access to U.S. Contractors.
- u. 49 CFR Part 32 – Governmentwide Requirements for Drug-Free Workplace (Financial Assistance).
- v. 49 CFR Part 37 – Transportation Services for Individuals with Disabilities (ADA).
- w. 49 CFR Part 38 – Americans with Disabilities Act (ADA) Accessibility Specifications for Transportation Vehicles.
- x. 49 CFR Part 41 – Seismic Safety.

FOOTNOTES TO ASSURANCE (C)(1)

¹ These laws do not apply to airport planning sponsors.

² These laws do not apply to private sponsors.

³ 2 CFR Part 200 contains requirements for State and Local Governments receiving Federal assistance. Any requirement levied upon State and Local Governments by this regulation shall

apply where applicable to private sponsors receiving Federal assistance under Title 49, United States Code.

- ⁴ Cost principles established in 2 CFR part 200 subpart E must be used as guidelines for determining the eligibility of specific types of expenses.
- ⁵ Audit requirements established in 2 CFR part 200 subpart F are the guidelines for audits.

SPECIFIC ASSURANCES

Specific assurances required to be included in grant agreements by any of the above laws, regulations or circulars are incorporated by reference in this Grant Agreement.

2. Responsibility and Authority of the Sponsor.

a. Public Agency Sponsor:

It has legal authority to apply for this Grant, and to finance and carry out the proposed project; that a resolution, motion or similar action has been duly adopted or passed as an official act of the applicant's governing body authorizing the filing of the application, including all understandings and assurances contained therein, and directing and authorizing the person identified as the official representative of the applicant to act in connection with the application and to provide such additional information as may be required.

b. Private Sponsor:

It has legal authority to apply for this Grant and to finance and carry out the proposed project and comply with all terms, conditions, and assurances of this Grant Agreement. It shall designate an official representative and shall in writing direct and authorize that person to file this application, including all understandings and assurances contained therein; to act in connection with this application; and to provide such additional information as may be required.

3. Sponsor Fund Availability.

It has sufficient funds available for that portion of the project costs which are not to be paid by the United States. It has sufficient funds available to assure operation and maintenance of items funded under this Grant Agreement which it will own or control.

4. Good Title.

- a. It, a public agency or the Federal government, holds good title, satisfactory to the Secretary, to the landing area of the airport or site thereof, or will give assurance satisfactory to the Secretary that good title will be acquired.
- b. For noise compatibility program projects to be carried out on the property of the sponsor, it holds good title satisfactory to the Secretary to that portion of the property upon which Federal funds will be expended or will give assurance to the Secretary that good title will be obtained.

5. Preserving Rights and Powers.

- a. It will not take or permit any action which would operate to deprive it of any of the rights and powers necessary to perform any or all of the terms, conditions, and assurances in this Grant Agreement without the written approval of the Secretary, and will act promptly to acquire, extinguish or modify any outstanding rights or claims of right of others which would interfere

with such performance by the sponsor. This shall be done in a manner acceptable to the Secretary.

- b. Subject to the FAA Act of 2018, Public Law 115-254, Section 163, It will not sell, lease, encumber, or otherwise transfer or dispose of any part of its title or other interests in the property shown on Exhibit A to this application or, for a noise compatibility program project, that portion of the property upon which Federal funds have been expended, for the duration of the terms, conditions, and assurances in this Grant Agreement without approval by the Secretary. If the transferee is found by the Secretary to be eligible under Title 49, United States Code, to assume the obligations of this Grant Agreement and to have the power, authority, and financial resources to carry out all such obligations, the sponsor shall insert in the contract or document transferring or disposing of the sponsor's interest, and make binding upon the transferee all of the terms, conditions, and assurances contained in this Grant Agreement.
- c. For all noise compatibility program projects which are to be carried out by another unit of local government or are on property owned by a unit of local government other than the sponsor, it will enter into an agreement with that government. Except as otherwise specified by the Secretary, that agreement shall obligate that government to the same terms, conditions, and assurances that would be applicable to it if it applied directly to the FAA for a grant to undertake the noise compatibility program project. That agreement and changes thereto must be satisfactory to the Secretary. It will take steps to enforce this agreement against the local government if there is substantial non-compliance with the terms of the agreement.
- d. For noise compatibility program projects to be carried out on privately owned property, it will enter into an agreement with the owner of that property which includes provisions specified by the Secretary. It will take steps to enforce this agreement against the property owner whenever there is substantial non-compliance with the terms of the agreement.
- e. If the sponsor is a private sponsor, it will take steps satisfactory to the Secretary to ensure that the airport will continue to function as a public-use airport in accordance with these assurances for the duration of these assurances.
- f. If an arrangement is made for management and operation of the airport by any agency or person other than the sponsor or an employee of the sponsor, the sponsor will reserve sufficient rights and authority to ensure that the airport will be operated and maintained in accordance with Title 49, United States Code, the regulations and the terms, conditions and assurances in this Grant Agreement and shall ensure that such arrangement also requires compliance therewith.
- g. Sponsors of commercial service airports will not permit or enter into any arrangement that results in permission for the owner or tenant of a property used as a residence, or zoned for residential use, to taxi an aircraft between that property and any location on airport. Sponsors of general aviation airports entering into any arrangement that results in permission for the owner of residential real property adjacent to or near the airport must comply with the requirements of Sec. 136 of Public Law 112-95 and the sponsor assurances.

6. Consistency with Local Plans.

The project is reasonably consistent with plans (existing at the time of submission of this application) of public agencies that are authorized by the State in which the project is located to plan for the development of the area surrounding the airport.

7. Consideration of Local Interest.

It has given fair consideration to the interest of communities in or near where the project may be located.

8. Consultation with Users.

In making a decision to undertake any airport development project under Title 49, United States Code, it has undertaken reasonable consultations with affected parties using the airport at which project is proposed.

9. Public Hearings.

In projects involving the location of an airport, an airport runway, or a major runway extension, it has afforded the opportunity for public hearings for the purpose of considering the economic, social, and environmental effects of the airport or runway location and its consistency with goals and objectives of such planning as has been carried out by the community and it shall, when requested by the Secretary, submit a copy of the transcript of such hearings to the Secretary. Further, for such projects, it has on its management board either voting representation from the communities where the project is located or has advised the communities that they have the right to petition the Secretary concerning a proposed project.

10. Metropolitan Planning Organization.

In projects involving the location of an airport, an airport runway, or a major runway extension at a medium or large hub airport, the sponsor has made available to and has provided upon request to the metropolitan planning organization in the area in which the airport is located, if any, a copy of the proposed amendment to the airport layout plan to depict the project and a copy of any airport master plan in which the project is described or depicted.

11. Pavement Preventive Maintenance-Management.

With respect to a project approved after January 1, 1995, for the replacement or reconstruction of pavement at the airport, it assures or certifies that it has implemented an effective airport pavement maintenance-management program and it assures that it will use such program for the useful life of any pavement constructed, reconstructed or repaired with Federal financial assistance at the airport. It will provide such reports on pavement condition and pavement management programs as the Secretary determines may be useful.

12. Terminal Development Prerequisites.

For projects which include terminal development at a public use airport, as defined in Title 49, it has, on the date of submittal of the project grant application, all the safety equipment required for certification of such airport under 49 U.S.C. § 44706, and all the security equipment required by rule or regulation, and has provided for access to the passenger enplaning and deplaning area of such airport to passengers enplaning and deplaning from aircraft other than air carrier aircraft.

13. Accounting System, Audit, and Record Keeping Requirements.

- a. It shall keep all project accounts and records which fully disclose the amount and disposition by the recipient of the proceeds of this Grant, the total cost of the project in connection with which this Grant is given or used, and the amount or nature of that portion of the cost of the project supplied by other sources, and such other financial records pertinent to the project. The

accounts and records shall be kept in accordance with an accounting system that will facilitate an effective audit in accordance with the Single Audit Act of 1984.

- b. It shall make available to the Secretary and the Comptroller General of the United States, or any of their duly authorized representatives, for the purpose of audit and examination, any books, documents, papers, and records of the recipient that are pertinent to this Grant. The Secretary may require that an appropriate audit be conducted by a recipient. In any case in which an independent audit is made of the accounts of a sponsor relating to the disposition of the proceeds of a grant or relating to the project in connection with which this Grant was given or used, it shall file a certified copy of such audit with the Comptroller General of the United States not later than six (6) months following the close of the fiscal year for which the audit was made.

14. Minimum Wage Rates.

It shall include, in all contracts in excess of \$2,000 for work on any projects funded under this Grant Agreement which involve labor, provisions establishing minimum rates of wages, to be predetermined by the Secretary of Labor under 40 U.S.C. §§ 3141-3144, 3146, and 3147, Public Building, Property, and Works), which contractors shall pay to skilled and unskilled labor, and such minimum rates shall be stated in the invitation for bids and shall be included in proposals or bids for the work.

15. Veteran's Preference.

It shall include in all contracts for work on any project funded under this Grant Agreement which involve labor, such provisions as are necessary to insure that, in the employment of labor (except in executive, administrative, and supervisory positions), preference shall be given to Vietnam era veterans, Persian Gulf veterans, Afghanistan-Iraq war veterans, disabled veterans, and small business concerns owned and controlled by disabled veterans as defined in 49 U.S.C. § 47112. However, this preference shall apply only where the individuals are available and qualified to perform the work to which the employment relates.

16. Conformity to Plans and Specifications.

It will execute the project subject to plans, specifications, and schedules approved by the Secretary. Such plans, specifications, and schedules shall be submitted to the Secretary prior to commencement of site preparation, construction, or other performance under this Grant Agreement, and, upon approval of the Secretary, shall be incorporated into this Grant Agreement. Any modification to the approved plans, specifications, and schedules shall also be subject to approval of the Secretary, and incorporated into this Grant Agreement.

17. Construction Inspection and Approval.

It will provide and maintain competent technical supervision at the construction site throughout the project to assure that the work conforms to the plans, specifications, and schedules approved by the Secretary for the project. It shall subject the construction work on any project contained in an approved project application to inspection and approval by the Secretary and such work shall be in accordance with regulations and procedures prescribed by the Secretary. Such regulations and procedures shall require such cost and progress reporting by the sponsor or sponsors of such project as the Secretary shall deem necessary.

18. Planning Projects.

In carrying out planning projects:

- a. It will execute the project in accordance with the approved program narrative contained in the project application or with the modifications similarly approved.
- b. It will furnish the Secretary with such periodic reports as required pertaining to the planning project and planning work activities.
- c. It will include in all published material prepared in connection with the planning project a notice that the material was prepared under a grant provided by the United States.
- d. It will make such material available for examination by the public, and agrees that no material prepared with funds under this project shall be subject to copyright in the United States or any other country.
- e. It will give the Secretary unrestricted authority to publish, disclose, distribute, and otherwise use any of the material prepared in connection with this grant.
- f. It will grant the Secretary the right to disapprove the sponsor's employment of specific consultants and their subcontractors to do all or any part of this project as well as the right to disapprove the proposed scope and cost of professional services.
- g. It will grant the Secretary the right to disapprove the use of the sponsor's employees to do all or any part of the project.
- h. It understands and agrees that the Secretary's approval of this project grant or the Secretary's approval of any planning material developed as part of this grant does not constitute or imply any assurance or commitment on the part of the Secretary to approve any pending or future application for a Federal airport grant.

19. Operation and Maintenance.

- a. The airport and all facilities which are necessary to serve the aeronautical users of the airport, other than facilities owned or controlled by the United States, shall be operated at all times in a safe and serviceable condition and in accordance with the minimum standards as may be required or prescribed by applicable Federal, state, and local agencies for maintenance and operation. It will not cause or permit any activity or action thereon which would interfere with its use for airport purposes. It will suitably operate and maintain the airport and all facilities thereon or connected therewith, with due regard to climatic and flood conditions. Any proposal to temporarily close the airport for non-aeronautical purposes must first be approved by the Secretary. In furtherance of this assurance, the sponsor will have in effect arrangements for:
 1. Operating the airport's aeronautical facilities whenever required;
 2. Promptly marking and lighting hazards resulting from airport conditions, including temporary conditions; and
 3. Promptly notifying pilots of any condition affecting aeronautical use of the airport. Nothing contained herein shall be construed to require that the airport be operated for aeronautical use during temporary periods when snow, flood, or other climatic conditions interfere with such operation and maintenance. Further, nothing herein shall be construed as requiring the maintenance, repair, restoration, or replacement of any structure or

facility which is substantially damaged or destroyed due to an act of God or other condition or circumstance beyond the control of the sponsor.

- b. It will suitably operate and maintain noise compatibility program items that it owns or controls upon which Federal funds have been expended.

20. Hazard Removal and Mitigation.

It will take appropriate action to assure that such terminal airspace as is required to protect instrument and visual operations to the airport (including established minimum flight altitudes) will be adequately cleared and protected by removing, lowering, relocating, marking, or lighting or otherwise mitigating existing airport hazards and by preventing the establishment or creation of future airport hazards.

21. Compatible Land Use.

It will take appropriate action, to the extent reasonable, including the adoption of zoning laws, to restrict the use of land adjacent to or in the immediate vicinity of the airport to activities and purposes compatible with normal airport operations, including landing and takeoff of aircraft. In addition, if the project is for noise compatibility program implementation, it will not cause or permit any change in land use, within its jurisdiction, that will reduce its compatibility, with respect to the airport, of the noise compatibility program measures upon which Federal funds have been expended.

22. Economic Nondiscrimination.

- a. It will make the airport available as an airport for public use on reasonable terms and without unjust discrimination to all types, kinds and classes of aeronautical activities, including commercial aeronautical activities offering services to the public at the airport.
- b. In any agreement, contract, lease, or other arrangement under which a right or privilege at the airport is granted to any person, firm, or corporation to conduct or to engage in any aeronautical activity for furnishing services to the public at the airport, the sponsor will insert and enforce provisions requiring the contractor to:
 - 1. Furnish said services on a reasonable, and not unjustly discriminatory, basis to all users thereof, and
 - 2. Charge reasonable, and not unjustly discriminatory, prices for each unit or service, provided that the contractor may be allowed to make reasonable and nondiscriminatory discounts, rebates, or other similar types of price reductions to volume purchasers.
- c. Each fixed-based operator at the airport shall be subject to the same rates, fees, rentals, and other charges as are uniformly applicable to all other fixed-based operators making the same or similar uses of such airport and utilizing the same or similar facilities.
- d. Each air carrier using such airport shall have the right to service itself or to use any fixed-based operator that is authorized or permitted by the airport to serve any air carrier at such airport.
- e. Each air carrier using such airport (whether as a tenant, non-tenant, or subtenant of another air carrier tenant) shall be subject to such nondiscriminatory and substantially comparable rules, regulations, conditions, rates, fees, rentals, and other charges with respect to facilities directly and substantially related to providing air transportation as are applicable to all such air carriers which make similar use of such airport and utilize similar facilities, subject to reasonable

classifications such as tenants or non-tenants and signatory carriers and non-signatory carriers. Classification or status as tenant or signatory shall not be unreasonably withheld by any airport provided an air carrier assumes obligations substantially similar to those already imposed on air carriers in such classification or status.

- f. It will not exercise or grant any right or privilege which operates to prevent any person, firm, or corporation operating aircraft on the airport from performing any services on its own aircraft with its own employees (including, but not limited to maintenance, repair, and fueling) that it may choose to perform.
- g. In the event the sponsor itself exercises any of the rights and privileges referred to in this assurance, the services involved will be provided on the same conditions as would apply to the furnishing of such services by commercial aeronautical service providers authorized by the sponsor under these provisions.
- h. The sponsor may establish such reasonable, and not unjustly discriminatory, conditions to be met by all users of the airport as may be necessary for the safe and efficient operation of the airport.
- i. The sponsor may prohibit or limit any given type, kind or class of aeronautical use of the airport if such action is necessary for the safe operation of the airport or necessary to serve the civil aviation needs of the public.

23. Exclusive Rights.

It will permit no exclusive right for the use of the airport by any person providing, or intending to provide, aeronautical services to the public. For purposes of this paragraph, the providing of the services at an airport by a single fixed-based operator shall not be construed as an exclusive right if both of the following apply:

- a. It would be unreasonably costly, burdensome, or impractical for more than one fixed-based operator to provide such services, and
- b. If allowing more than one fixed-based operator to provide such services would require the reduction of space leased pursuant to an existing agreement between such single fixed-based operator and such airport. It further agrees that it will not, either directly or indirectly, grant or permit any person, firm, or corporation, the exclusive right at the airport to conduct any aeronautical activities, including, but not limited to charter flights, pilot training, aircraft rental and sightseeing, aerial photography, crop dusting, aerial advertising and surveying, air carrier operations, aircraft sales and services, sale of aviation petroleum products whether or not conducted in conjunction with other aeronautical activity, repair and maintenance of aircraft, sale of aircraft parts, and any other activities which because of their direct relationship to the operation of aircraft can be regarded as an aeronautical activity, and that it will terminate any exclusive right to conduct an aeronautical activity now existing at such an airport before the grant of any assistance under Title 49, United States Code.

24. Fee and Rental Structure.

It will maintain a fee and rental structure for the facilities and services at the airport which will make the airport as self-sustaining as possible under the circumstances existing at the particular airport, taking into account such factors as the volume of traffic and economy of collection. No part of the Federal share of an airport development, airport planning or noise compatibility project for

which a Grant is made under Title 49, United States Code, the Airport and Airway Improvement Act of 1982, the Federal Airport Act or the Airport and Airway Development Act of 1970 shall be included in the rate basis in establishing fees, rates, and charges for users of that airport.

25. Airport Revenues.

- a. All revenues generated by the airport and any local taxes on aviation fuel established after December 30, 1987, will be expended by it for the capital or operating costs of the airport; the local airport system; or other local facilities which are owned or operated by the owner or operator of the airport and which are directly and substantially related to the actual air transportation of passengers or property; or for noise mitigation purposes on or off the airport. The following exceptions apply to this paragraph:
 1. If covenants or assurances in debt obligations issued before September 3, 1982, by the owner or operator of the airport, or provisions enacted before September 3, 1982, in governing statutes controlling the owner or operator's financing, provide for the use of the revenues from any of the airport owner or operator's facilities, including the airport, to support not only the airport but also the airport owner or operator's general debt obligations or other facilities, then this limitation on the use of all revenues generated by the airport (and, in the case of a public airport, local taxes on aviation fuel) shall not apply.
 2. If the Secretary approves the sale of a privately owned airport to a public sponsor and provides funding for any portion of the public sponsor's acquisition of land, this limitation on the use of all revenues generated by the sale shall not apply to certain proceeds from the sale. This is conditioned on repayment to the Secretary by the private owner of an amount equal to the remaining unamortized portion (amortized over a 20-year period) of any airport improvement grant made to the private owner for any purpose other than land acquisition on or after October 1, 1996, plus an amount equal to the federal share of the current fair market value of any land acquired with an airport improvement grant made to that airport on or after October 1, 1996.
 3. Certain revenue derived from or generated by mineral extraction, production, lease, or other means at a general aviation airport (as defined at 49 U.S.C. § 47102), if the FAA determines the airport sponsor meets the requirements set forth in Section 813 of Public Law 112-95.
- b. As part of the annual audit required under the Single Audit Act of 1984, the sponsor will direct that the audit will review, and the resulting audit report will provide an opinion concerning, the use of airport revenue and taxes in paragraph (a), and indicating whether funds paid or transferred to the owner or operator are paid or transferred in a manner consistent with Title 49, United States Code and any other applicable provision of law, including any regulation promulgated by the Secretary or Administrator.
- c. Any civil penalties or other sanctions will be imposed for violation of this assurance in accordance with the provisions of 49 U.S.C. § 47107.

26. Reports and Inspections.

It will:

- a. submit to the Secretary such annual or special financial and operations reports as the Secretary may reasonably request and make such reports available to the public; make available to the

public at reasonable times and places a report of the airport budget in a format prescribed by the Secretary;

- b. for airport development projects, make the airport and all airport records and documents affecting the airport, including deeds, leases, operation and use agreements, regulations and other instruments, available for inspection by any duly authorized agent of the Secretary upon reasonable request;
- c. for noise compatibility program projects, make records and documents relating to the project and continued compliance with the terms, conditions, and assurances of this Grant Agreement including deeds, leases, agreements, regulations, and other instruments, available for inspection by any duly authorized agent of the Secretary upon reasonable request; and
- d. In a format and time prescribed by the Secretary, provide to the Secretary and make available to the public following each of its fiscal years, an annual report listing in detail:
 1. all amounts paid by the airport to any other unit of government and the purposes for which each such payment was made; and
 2. all services and property provided by the airport to other units of government and the amount of compensation received for provision of each such service and property.

27. Use by Government Aircraft.

It will make available all of the facilities of the airport developed with Federal financial assistance and all those usable for landing and takeoff of aircraft to the United States for use by Government aircraft in common with other aircraft at all times without charge, except, if the use by Government aircraft is substantial, charge may be made for a reasonable share, proportional to such use, for the cost of operating and maintaining the facilities used. Unless otherwise determined by the Secretary, or otherwise agreed to by the sponsor and the using agency, substantial use of an airport by Government aircraft will be considered to exist when operations of such aircraft are in excess of those which, in the opinion of the Secretary, would unduly interfere with use of the landing areas by other authorized aircraft, or during any calendar month that:

- a. Five (5) or more Government aircraft are regularly based at the airport or on land adjacent thereto; or
- b. The total number of movements (counting each landing as a movement) of Government aircraft is 300 or more, or the gross accumulative weight of Government aircraft using the airport (the total movement of Government aircraft multiplied by gross weights of such aircraft) is in excess of five million pounds.

28. Land for Federal Facilities.

It will furnish without cost to the Federal Government for use in connection with any air traffic control or air navigation activities, or weather-reporting and communication activities related to air traffic control, any areas of land or water, or estate therein as the Secretary considers necessary or desirable for construction, operation, and maintenance at Federal expense of space or facilities for such purposes. Such areas or any portion thereof will be made available as provided herein within four months after receipt of a written request from the Secretary.

29. Airport Layout Plan.

- a. Subject to the FAA Reauthorization Act of 2018, Public Law 115-254, Section 163, it will keep up to date at all times an airport layout plan of the airport showing:
 1. boundaries of the airport and all proposed additions thereto, together with the boundaries of all offsite areas owned or controlled by the sponsor for airport purposes and proposed additions thereto;
 2. the location and nature of all existing and proposed airport facilities and structures (such as runways, taxiways, aprons, terminal buildings, hangars and roads), including all proposed extensions and reductions of existing airport facilities;
 3. the location of all existing and proposed non-aviation areas and of all existing improvements thereon; and
 4. all proposed and existing access points used to taxi aircraft across the airport's property boundary.

Such airport layout plans and each amendment, revision, or modification thereof, shall be subject to the approval of the Secretary which approval shall be evidenced by the signature of a duly authorized representative of the Secretary on the face of the airport layout plan. The sponsor will not make or permit any changes or alterations in the airport or any of its facilities which are not in conformity with the airport layout plan as approved by the Secretary and which might, in the opinion of the Secretary, adversely affect the safety, utility or efficiency of the airport.

- b. Subject to the FAA Reauthorization Act of 2018, Public Law 115-254, Section 163, if a change or alteration in the airport or the facilities is made which the Secretary determines adversely affects the safety, utility, or efficiency of any federally owned, leased, or funded property on or off the airport and which is not in conformity with the airport layout plan as approved by the Secretary, the owner or operator will, if requested, by the Secretary:
 1. eliminate such adverse effect in a manner approved by the Secretary; or
 2. bear all costs of relocating such property (or replacement thereof) to a site acceptable to the Secretary and all costs of restoring such property (or replacement thereof) to the level of safety, utility, efficiency, and cost of operation existing before the unapproved change in the airport or its facilities except in the case of a relocation or replacement of an existing airport facility due to a change in the Secretary's design standards beyond the control of the airport sponsor.

30. Civil Rights.

It will promptly take any measures necessary to ensure that no person in the United States shall, on the grounds of race, color, and national origin (including limited English proficiency) in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. §§ 2000d to 2000d-4); creed and sex (including sexual orientation and gender identity) per 49 U.S.C. § 47123 and related requirements; age per the Age Discrimination Act of 1975 and related requirements; or disability per the Americans with Disabilities Act of 1990 and related requirements, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination in any program and activity conducted with, or benefiting from, funds received from this Grant.

a. Using the definitions of activity, facility, and program as found and defined in 49 CFR §§ 21.23(b) and 21.23(e), the sponsor will facilitate all programs, operate all facilities, or conduct all programs in compliance with all non-discrimination requirements imposed by or pursuant to these assurances.

b. Applicability

1. Programs and Activities. If the sponsor has received a grant (or other federal assistance) for any of the sponsor's program or activities, these requirements extend to all of the sponsor's programs and activities.
2. Facilities. Where it receives a grant or other federal financial assistance to construct, expand, renovate, remodel, alter, or acquire a facility, or part of a facility, the assurance extends to the entire facility and facilities operated in connection therewith.
3. Real Property. Where the sponsor receives a grant or other Federal financial assistance in the form of, or for the acquisition of real property or an interest in real property, the assurance will extend to rights to space on, over, or under such property.

c. Duration.

The sponsor agrees that it is obligated to this assurance for the period during which Federal financial assistance is extended to the program, except where the Federal financial assistance is to provide, or is in the form of, personal property, or real property, or interest therein, or structures or improvements thereon, in which case the assurance obligates the sponsor, or any transferee for the longer of the following periods:

1. So long as the airport is used as an airport, or for another purpose involving the provision of similar services or benefits; or
2. So long as the sponsor retains ownership or possession of the property.

d. Required Solicitation Language. It will include the following notification in all solicitations for bids, Requests For Proposals for work, or material under this Grant Agreement and in all proposals for agreements, including airport concessions, regardless of funding source:

"The Pease Development Authority, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252; 42 U.S.C. §§ 2000d to 2000d-4) and the Regulations, hereby notifies all bidders or offerors that it will affirmatively ensure that for any contract entered into pursuant to this advertisement, [select businesses, or disadvantaged business enterprises or airport concession disadvantaged business enterprises] will be afforded full and fair opportunity to submit bids in response to this invitation and no businesses will be discriminated against on the grounds of race, color, national origin (including limited English proficiency), creed, sex (including sexual orientation and gender identity), age, or disability in consideration for an award."

e. Required Contract Provisions.

1. It will insert the non-discrimination contract clauses requiring compliance with the acts and regulations relative to non-discrimination in Federally-assisted programs of the Department of Transportation (DOT), and incorporating the acts and regulations into the contracts by reference in every contract or agreement subject to the non-discrimination in Federally-assisted programs of the DOT acts and regulations.

2. It will include a list of the pertinent non-discrimination authorities in every contract that is subject to the non-discrimination acts and regulations.
3. It will insert non-discrimination contract clauses as a covenant running with the land, in any deed from the United States effecting or recording a transfer of real property, structures, use, or improvements thereon or interest therein to a sponsor.
4. It will insert non-discrimination contract clauses prohibiting discrimination on the basis of race, color, national origin (including limited English proficiency), creed, sex (including sexual orientation and gender identity), age, or disability as a covenant running with the land, in any future deeds, leases, license, permits, or similar instruments entered into by the sponsor with other parties:
 - a. For the subsequent transfer of real property acquired or improved under the applicable activity, project, or program; and
 - b. For the construction or use of, or access to, space on, over, or under real property acquired or improved under the applicable activity, project, or program.
- f. It will provide for such methods of administration for the program as are found by the Secretary to give reasonable guarantee that it, other recipients, sub-recipients, sub-grantees, contractors, subcontractors, consultants, transferees, successors in interest, and other participants of Federal financial assistance under such program will comply with all requirements imposed or pursuant to the acts, the regulations, and this assurance.
- g. It agrees that the United States has a right to seek judicial enforcement with regard to any matter arising under the acts, the regulations, and this assurance.

31. Disposal of Land.

- a. For land purchased under a grant for airport noise compatibility purposes, including land serving as a noise buffer, it will dispose of the land, when the land is no longer needed for such purposes, at fair market value, at the earliest practicable time. That portion of the proceeds of such disposition which is proportionate to the United States' share of acquisition of such land will be, at the discretion of the Secretary, (1) reinvested in another project at the airport, or (2) transferred to another eligible airport as prescribed by the Secretary. The Secretary shall give preference to the following, in descending order:
 1. Reinvestment in an approved noise compatibility project;
 2. Reinvestment in an approved project that is eligible for grant funding under 49 U.S.C. § 47117(e);
 3. Reinvestment in an approved airport development project that is eligible for grant funding under 49 U.S.C. §§ 47114, 47115, or 47117;
 4. Transfer to an eligible sponsor of another public airport to be reinvested in an approved noise compatibility project at that airport; or
 5. Payment to the Secretary for deposit in the Airport and Airway Trust Fund.

If land acquired under a grant for noise compatibility purposes is leased at fair market value and consistent with noise buffering purposes, the lease will not be considered a disposal of the land. Revenues derived from such a lease may be used for an approved airport development

project that would otherwise be eligible for grant funding or any permitted use of airport revenue.

- b. For land purchased under a grant for airport development purposes (other than noise compatibility), it will, when the land is no longer needed for airport purposes, dispose of such land at fair market value or make available to the Secretary an amount equal to the United States' proportionate share of the fair market value of the land. That portion of the proceeds of such disposition which is proportionate to the United States' share of the cost of acquisition of such land will, upon application to the Secretary, be reinvested or transferred to another eligible airport as prescribed by the Secretary. The Secretary shall give preference to the following, in descending order:
 1. Reinvestment in an approved noise compatibility project;
 2. Reinvestment in an approved project that is eligible for grant funding under 49 U.S.C. § 47117(e);
 3. Reinvestment in an approved airport development project that is eligible for grant funding under 49 U.S.C. §§ 47114, 47115, or 47117;
 4. Transfer to an eligible sponsor of another public airport to be reinvested in an approved noise compatibility project at that airport; or
 5. Payment to the Secretary for deposit in the Airport and Airway Trust Fund.
- c. Land shall be considered to be needed for airport purposes under this assurance if (1) It may be needed for aeronautical purposes (including runway protection zones) or serve as noise buffer land, and (2) the revenue from interim uses of such land contributes to the financial self-sufficiency of the airport. Further, land purchased with a grant received by an airport operator or owner before December 31, 1987, will be considered to be needed for airport purposes if the Secretary or Federal agency making such grant before December 31, 1987, was notified by the operator or owner of the uses of such land, did not object to such use, and the land continues to be used for that purpose, such use having commenced no later than December 15, 1989.
- d. Disposition of such land under (a), (b), or (c) will be subject to the retention or reservation of any interest or right therein necessary to ensure that such land will only be used for purposes which are compatible with noise levels associated with operation of the airport.

32. Engineering and Design Services.

If any phase of such project has received Federal funds under Chapter 471 subchapter 1 of Title 49 U.S.C., it will award each contract, or sub-contract for program management, construction management, planning studies, feasibility studies, architectural services, preliminary engineering, design, engineering, surveying, mapping or related services in the same manner as a contract for architectural and engineering services is negotiated under Chapter 11 of Title 40 U.S.C., or an equivalent qualifications-based requirement prescribed for or by the sponsor of the airport.

33. Foreign Market Restrictions.

It will not allow funds provided under this Grant to be used to fund any project which uses any product or service of a foreign country during the period in which such foreign country is listed by

the United States Trade Representative as denying fair and equitable market opportunities for products and suppliers of the United States in procurement and construction.

34. Policies, Standards, and Specifications.

It will carry out any project funded under an Airport Improvement Program Grant in accordance with policies, standards, and specifications approved by the Secretary including, but not limited to, current FAA Advisory Circulars (<https://www.faa.gov/airports/aip/media/aip-pfc-checklist.pdf>) for AIP projects as of April 22, 2025

35. Relocation and Real Property Acquisition.

- a. It will be guided in acquiring real property, to the greatest extent practicable under State law, by the land acquisition policies in Subpart B of 49 CFR Part 24 and will pay or reimburse property owners for necessary expenses as specified in Subpart B.
- b. It will provide a relocation assistance program offering the services described in Subpart C of 49 CFR Part 24 and fair and reasonable relocation payments and assistance to displaced persons as required in Subpart D and E of 49 CFR Part 24.
- c. It will make available within a reasonable period of time prior to displacement, comparable replacement dwellings to displaced persons in accordance with Subpart E of 49 CFR Part 24.

36. Access By Intercity Buses.

The airport owner or operator will permit, to the maximum extent practicable, intercity buses or other modes of transportation to have access to the airport; however, it has no obligation to fund special facilities for intercity buses or for other modes of transportation.

37. Disadvantaged Business Enterprises.

The sponsor shall not discriminate on the basis of race, color, national origin, or sex, in the award and performance of any DOT-assisted contract covered by 49 CFR Part 26, or in the award and performance of any concession activity contract covered by 49 CFR Part 23. In addition, the sponsor shall not discriminate on the basis of race, color, national origin or sex in the administration of its Disadvantaged Business Enterprise (DBE) and Airport Concessions Disadvantaged Business Enterprise (ACDBE) programs or the requirements of 49 CFR Parts 23 and 26. The sponsor shall take all necessary and reasonable steps under 49 CFR Parts 23 and 26 to ensure nondiscrimination in the award and administration of DOT-assisted contracts, and/or concession contracts. The sponsor's DBE and ACDBE programs, as required by 49 CFR Parts 26 and 23, and as approved by DOT, are incorporated by reference in this agreement. Implementation of these programs is a legal obligation and failure to carry out its terms shall be treated as a violation of this agreement. Upon notification to the sponsor of its failure to carry out its approved program, the Department may impose sanctions as provided for under Parts 26 and 23 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. § 1001 and/or the Program Fraud Civil Remedies Act of 1986 (31 U.S.C. §§ 3801-3809, 3812).

38. Hangar Construction.

If the airport owner or operator and a person who owns an aircraft agree that a hangar is to be constructed at the airport for the aircraft at the aircraft owner's expense, the airport owner or operator will grant to the aircraft owner for the hangar a long term lease that is subject to such terms and conditions on the hangar as the airport owner or operator may impose.

39. Competitive Access.

- a. If the airport owner or operator of a medium or large hub airport (as defined in 49 U.S.C. § 47102) has been unable to accommodate one or more requests by an air carrier for access to gates or other facilities at that airport in order to allow the air carrier to provide service to the airport or to expand service at the airport, the airport owner or operator shall transmit a report to the Secretary that:
 1. Describes the requests;
 2. Provides an explanation as to why the requests could not be accommodated; and
 3. Provides a time frame within which, if any, the airport will be able to accommodate the requests.
- b. Such report shall be due on either February 1 or August 1 of each year if the airport has been unable to accommodate the request(s) in the six month period prior to the applicable due date.



**FAA
Airports**

Current FAA Advisory Circulars Required for Use in AIP Funded, IJA Funded, and PFC Approved Projects

Updated: 03/05/2025

View current and previous versions of these ACs and any associated changes at:
http://www.faa.gov/airports/resources/advisory_circulars and
http://www.faa.gov/regulations_policies/advisory_circulars/

NUMBER	TITLE
70/7460-1M	Obstruction Marking and Lighting
150/5000-9B	Guidelines for the Sound Insulation of Residences Exposed to Aircraft Operations
150/5000-17	Critical Aircraft and Regular Use Determination
150/5020-1	Noise Control and Compatibility Planning for Airports
150/5070-6B, Changes 1 - 2	Airport Master Plans
150/5070-7 Change 1	The Airport System Planning Process
150/5100-13C	Development of State Aviation Standards for Airport Pavement Construction
150/5200-28G	Notices to Airmen (NOTAMs) for Airport Operators
150/5200-30D, Changes 1 - 2	Airport Field Condition Assessments and Winter Operations Safety
150/5200-31C, Changes 1 - 2	Airport Emergency Plan
150/5200-33C	Hazardous Wildlife Attractants on or near Airports

¹ All grant recipients are responsible for reviewing errata sheets and addendums pertaining to these Advisory Circulars.

NUMBER	TITLE
150/5200-34A	Construction or Establishment of Landfills Near Public Airports
150/5200-38	Protocol for the Conduct and Review of Wildlife Hazard Site Visits, Wildlife Hazard Assessments, and Wildlife Hazard Management Plans
150/5210-5D	Painting, Marking, and Lighting of Vehicles Used on an Airport
150/5210-7E	Aircraft Rescue and Fire Fighting Communications
150/5210-13C	Airport Water Rescue Plans and Equipment
150/5210-14C	Aircraft Rescue Fire Fighting Equipment, Tools and Clothing
150/5210-15A	Aircraft Rescue and Firefighting Station Building Design
150/5210-18A	Systems for Interactive Training of Airport Personnel
150/5210-19B	Driver's Enhanced Vision System (DEVs)
150/5220-10E	Guide Specification for Aircraft Rescue and Fire Fighting (ARFF) Vehicles
150/5220-16E, Change 1	Automated Weather Observing Systems (AWOS) for Non-Federal Applications
150/5220-17B	Aircraft Rescue and Fire Fighting (ARFF) Training Facilities
150/5220-18A	Buildings for Storage and Maintenance of Airport Snow and Ice Control Equipment and Materials
150/5220-20A	Airport Snow and Ice Control Equipment
150/5220-21C	Aircraft Boarding Equipment
150/5220-22B	Engineered Materials Arresting Systems (EMAS) for Aircraft Overruns
150/5220-23A	Frangible Connections
150/5220-24	Airport Foreign Object Debris (FOD) Detection Equipment
150/5220-25	Airport Avian Radar Systems
150/5220-26, Changes 1 - 2	Airport Ground Vehicle Automatic Dependent Surveillance - Broadcast (ADS-B) Out Squitter Equipment
150/5230-4C	Aircraft Fuel Storage, Handling, Training, and Dispensing on Airports
150/5300-13B, Change 1	Airport Design
150/5300-14D	Design of Aircraft Deicing Facilities
150/5300-15A	Use of Value Engineering for Engineering and Design of Airport Grant Projects

NUMBER	TITLE
150/5300-16B	General Guidance and Specifications for Aeronautical Surveys: Establishment of Geodetic Control and Submission to the National Geodetic Survey
150/5300-17C, Change 1	Standards for Using Remote Sensing Technologies in Airport Surveys
150/5300-18B, Change 1	General Guidance and Specifications for Submission of Aeronautical Surveys to NGS: Field Data Collection and Geographic Information System (GIS) Standards
150/5300-19	Airport Data and Information Program
150/5300-20	Submission of On-Airport Proposals for Aeronautical Study
150/5320-5D	Airport Drainage Design
150/5320-6G	Airport Pavement Design and Evaluation
150/5320-12C, Changes 1 - 8	Measurement, Construction, and Maintenance of Skid Resistant Airport Pavement Surfaces
150/5320-15A	Management of Airport Industrial Waste
150/5320-17A	Airfield Pavement Surface Evaluation and Rating Manuals
150/5325-4B	Runway Length Requirements for Airport Design
150/5335-5D	Standardized Method of Reporting Airport Pavement Strength - PCR
150/5340-1M, Change 1	Standards for Airport Markings
150/5340-5D	Segmented Circle Airport Marker System
150/5340-18H	Standards for Airport Sign Systems
150/5340-26C	Maintenance of Airport Visual Aid Facilities
150/5340-30J	Design and Installation Details for Airport Visual Aids
150/5345-3G	Specification for L-821, Panels for the Control of Airport Lighting
150/5345-5B	Specifications for Airport Lighting Circuit Selector Switch
150/5345-7F	Specification for L-824 Underground Electrical Cable for Airport Lighting Circuits
150/5345-10H	Specification for Constant Current Regulators and Regulator Monitors

NUMBER	TITLE
150/5345-12F	Specification for Airport and Heliport Beacons
150/5345-13B	Specification for L-841 Auxiliary Relay Cabinet Assembly for Pilot Control of Airport Lighting Circuits
150/5345-26E	FAA Specification For L-823 Plug and Receptacle, Cable Connectors
150/5345-27F	FAA Specification for Wind Cone Assemblies
150/5345-28H	Precision Approach Path Indicator (PAPI) Systems
150/5345-39E	Specification for L-853, Runway and Taxiway Retroreflective Markers
150/5345-42K	Specification for Airport Light Bases, Transformer Housings, Junction Boxes, and Accessories
150/5345-43J	Specification for Obstruction Lighting Equipment
150/5345-44L	Specification for Runway and Taxiway Signs
150/5345-45C	Low-Impact Resistant (LIR) Structures
150/5345-46F	Specification for Runway, Taxiway, Heliport, and Vertiport Light Fixtures
150/5345-47C	Specification for Series to Series Isolation Transformers for Airport Lighting Systems
150/5345-49D	Specification L-854, Radio Control Equipment
150/5345-50B	Specification for Portable Runway and Taxiway Lights
150/5345-51B	Specification for Discharge-Type Flashing Light Equipment
150/5345-52A	Generic Visual Glideslope Indicators (GVGI)
150/5345-53D	Airport Lighting Equipment Certification Program
150/5345-54B	Specification for L-884, Power and Control Unit for Land and Hold Short Lighting Systems
150/5345-55A	Specification for L-893, Lighted Visual Aid to Indicate Temporary Runway Closure
150/5345-56B	Specification for L-890 Airport Lighting Control and Monitoring System (ALCMS)
150/5360-12F	Airport Signing and Graphics
150/5360-13A	Airport Terminal Planning
150/5360-14A	Access to Airports By Individuals With Disabilities

NUMBER	TITLE
150/5370-2G	Operational Safety on Airports During Construction
150/5370-10H	Standard Specifications for Construction of Airports
150/5370-11B	Use of Nondestructive Testing in the Evaluation of Airport Pavements
150/5370-13A	Off-Peak Construction of Airport Pavements Using Hot-Mix Asphalt
150/5370-15B	Airside Applications for Artificial Turf
150/5370-16	Rapid Construction of Rigid (Portland Cement Concrete) Airfield Pavements
150/5370-17	Airside Use of Heated Pavement Systems
150/5380-6C	Guidelines and Procedures for Maintenance of Airport Pavements
150/5380-7B	Airport Pavement Management Program
150/5380-9	Guidelines and Procedures for Measuring Airfield Pavement Roughness
150/5390-2D	Heliport Design
150/5395-1B	Seaplane Bases

THE FOLLOWING ADDITIONAL ADVISORY CIRCULARS APPLY TO AIP AND IJA PROJECTS ONLY

NUMBER	TITLE
150/5100-14E, Change 1	Architctural, Engineering, and Planning Consultant Services for Airport Grant Projects
150/5100-17, Changes 1 - 7	Land Acquisition and Relocation Assistance for Airport Improvement Program Assisted Projects
150/5100-21	State Block Grant Program
150/5370-12B	Quality Management for Federally Funded Airport Construction Projects

Appendix A – Project Cost Backup

- **Architectural Engineering Fees**
- **Construction – Bid Tabulation**

SCOPE OF WORK – ATTACHMENT 8
for
REHABILITATE AND MARK TERMINAL AREA TIEDOWN APRON
(PERMITTING, BIDDING, & CONSTRUCTION PHASE SERVICES)
at
SKYHAVEN AIRPORT (DAW)

I. GENERAL

The scope of the project is as follows:

- Provide local, City of Rochester, permitting services to include the City of Rochester Non-Residential Site Plan and City of Rochester Erosion Control Permit.
- Provide limited design phase and project estimating services for the Rehabilitate and Mark Terminal Tiedown Apron Project.
- Provide bidding services for the Rehabilitate and Mark Terminal Tiedown Apron Project.
- Provide project and construction administration service for the Rehabilitate and Mark Terminal Tiedown Apron Project.
- Provide resident engineering and material testing services for the Rehabilitate and Mark Terminal Tiedown Apron Project.

For this proposed project, Pease Development Authority is referred to as the Owner. Jacobs Engineering Group Inc., hereinafter referred to as the "Engineer", agrees to perform the following scope of services associated with the above referenced Project:

II. ARTICLE B1 – DESIGN

- a. The Engineer provided design services under a previous project (SBG 15-09-2020). The Engineer shall provide the following engineering services prior to the construction period to update plans, specifications, and engineer's estimate with latest FAA contract provisions, general contract provisions, wage rates, anticipated construction dates, and up-to-date construction pricing.

The specific items of work shall include:

- 1) The Engineer will update the unit prices on the previously prepared list of payment items to update the overall project cost for anticipated Spring 2026 construction. This opinion will be provided to the Owner prior to bid issuance.
- 2) The Engineer will update anticipated phasing and start dates noted throughout the previously completed construction plans.
- 3) The Engineer will update anticipated phasing and start dates listed in the previously completed front-end specifications. In addition, the Engineer will update all required FAA items in the front-end specifications to their current versions.
- 4) Submit Safety & Phasing Plans to OEAAA.

Scope of Work

III. ARTICLE B2 – PERMITTING AND ENVIRONMENTAL DOCUMENTATION

- a. The Engineer shall provide project permitting services prior to the construction period of the Project.

The specific items of work shall include:

- 1) A City of Rochester "Stormwater Management and Erosion Control Permit Application" pursuant to Chapter 50 of the General Ordinances of Rochester will be required to be prepared as the project will disturb more than 5,000 square feet. The application will be prepared pursuant to Chapter 50 of the General Ordinances of Rochester. This application will be completed to the extent possible and included in the project specifications. The construction contractor shall complete the permit application and file the permit application on behalf of the Owner to the City as part of the project.
- 2) It is anticipated that the project will require the Rochester Planning Board's approval by submitting a Non-residential Site Plan application. The Engineer shall complete the application, conduct one pre-application submittal meeting with the City Planner at the City's office and attend one Planning Board meeting at the City office.
- ~~3) A UST Construction Permit application will need to be submitted to NHDES for the relocation of the aviation fuel pumps. This permit application will be completed and submitted by Jacobs' subconsultant, Wilcox & Barton. Removed from scope of work.~~

IV. ARTICLE B3 – PAVEMENT MANAGEMENT PROGRAM (PMP) UPDATE

- a. The Engineer shall complete updates to the Airport's Pavement Management Program (PMP) based upon the findings of the most recent NHDOT Bureau of Aeronautics statewide pavement condition index (PCI). It is anticipated that this work will be performed by a Senior Civil Engineer.

The specific items of work shall include:

- 1) The Engineer shall compile the data provided by the latest NHDOT Bureau of Aeronautics PCI study and update the Airport's PCI map.
- 2) The Engineer shall make any necessary revisions and updates to the General Information section of the PMP.
- 3) The Engineer shall coordinate with the Airport regarding the required pavement inspection intervals and update as necessary.
- 4) The Engineer shall make any necessary updates to the pavement inventory in the PAVER program.
- 5) The Engineer shall work with the Owner and their staff to coordinate the inspection reports. This includes gathering and compiling any reports that have been completed since the last PMP update. The inspection report template will be updated as needed as part of this task.

Scope of Work

- 6) The Engineer shall update the Economic Analysis portion of the PMP. It is anticipated that all unit prices will need to be revisited, since the last PMP update was completed in 2016.
- 7) The Engineer shall coordinate with the Owner to determine the program funding and overall programming of the maintenance and repair activities included in the PMP.
- 8) The Engineer shall update the airport diagram within the PAVER program.
- 9) The Engineer shall input the maintenance and rehabilitation history in the PAVER program.
- 10) The Engineer shall perform quality review of all documents included in this article prior to distribution.

V. ARTICLE C – BIDDING

- a. The Engineer shall provide all materials and assistance to the Owner's Purchasing Department during the open public bidding process for the project, reviewing submitted proposals for the bid, identifying the successful bidders, and preparing and distributing executed contract documents to the applicable parties.

The specific items of work shall include:

- 1) The Engineer shall prepare and provide a sample legal notice for the Owner's use in the advertisement of the Project.
- 2) The Engineer shall provide electronic construction documents, free of charge, or sell hard copies of the construction documents directly to the bidding community. The Engineer's efforts for this task include coordination with bidders, printing, distributing documents, collecting printing fees and maintaining a plan holders list.
- 3) The Engineer shall schedule and conduct one (1) pre-bid conference at the Airport.
- 4) The Engineer shall field and respond to inquiries regarding general and/or specific issues pertaining to the bidding process, the scope of the project, and specific technical questions about the plans or specifications.
- 5) If necessary, the Engineer shall, prepare, and distribute any addenda issued for the purpose of clarification, deletion, addition, or correction to the bid plans or specifications.
- 6) The Engineer will attend the public bid opening. The Engineer shall perform a review of all bid proposals received for the project.
- 7) The Engineer will prepare the bid tabulation and bid analysis for the project.

Scope of Work

- 8) After reviewing the bid proposals, the Engineer shall identify the apparent low bidder and issue a recommendation/rejection of award of the construction contract to the Owner and provide sample concurrence of award letters to the NHDOT.
- 9) The Engineer shall prepare and issue a conformed, issued for construction set of contract documents.

VI. ARTICLE D – PROJECT ADMINISTRATION – Refer to Article E.

VII. ARTICLE E – PROJECT AND CONSTRUCTION ADMINISTRATION

- a. The Engineer shall provide engineering services throughout the construction period of the Project.

The specific items of work shall include:

- 1) The Engineer shall prepare color graphics (phasing plans) which depict on-airport areas where construction is to be executed and areas which will be closed to air traffic for each of the projects 2 phases. The graphics will be submitted to the Owner for distribution to the airport users and to the general public, as required, in hard copy and electronic format.
- 2) The Engineer shall attend up to two (2) SAAC meetings as requested by the Owner during the construction of the project.
- 3) The Engineer shall prepare sample Notice-To-Proceed letters for the Owner to issue to the contractor.
- 4) The Engineer shall prepare and file the required FAA Form 7460 – Notice of Proposed Construction or Alterations for the construction project. This task includes preparation of the 7460 sketches.
- 5) The Engineer shall schedule a pre-construction meeting at the airport. As a part of conducting this meeting, the Engineer shall prepare/present the following (at a minimum) on behalf of the Owner to the contractor:
 - A meeting agenda describing the elements of the project and its requirements in accordance with the FAA - New England Region's established criteria and any contract or Owner specific requirements.
 - A project location plan depicting the area of the proposed work.
 - A project safety and phasing plan depicting requirements for the proposed work.
- 6) The Engineer shall prepare a Construction Management Plan outlining all applicable testing criteria and frequencies for the project. The Engineer shall print and distribute this plan for the project to the following:
 - NHDOT
 - Engineer's Material Testing Firm
 - Owner

Scope of Work

- 7) The Engineer shall schedule and conduct a pre-paving conference. As a part of conducting these conferences, the Engineer shall prepare/present the following (at a minimum) to the contractor:
- A meeting agenda outlining the requirements for the job mix formula, test sections, full and partial production, acceptance criteria, sampling and re-sampling procedures, the contractor's quality control plan, and the measurement and payment of materials being placed.
 - A Sign-in sheet recording the attending parties.

It is assumed there will be two pre-paving conferences. One each for P-501 and P-403 paving.

- 8) The Engineer shall review and analyze all detailed construction, shop, and erection drawings, as well as all laboratory, shop, and mill test reports and certificates for materials and equipment submitted by the contractors for compliance with design drawings and specifications.
- 9) The Engineer shall observe the work in progress and prepare and submit the required FAA Form 5370-1 – Construction Progress and Inspection Report, on a monthly basis or as dictated by the NHDOT. A total of four (4) Form 5370-1's are assumed.
- 10) The Engineer shall prepare federal/state reimbursement request forms on a monthly basis as required for the duration of this project and coordinate the execution and submission by the Owner to the applicable funding agencies. It is assumed that separate reimbursements will be submitted for each of the two (2) grants.
- 11) The Engineer shall collect and review all project charges for the Owners use in the billing process with the NHDOT. It is assumed that separate reimbursements will be submitted for each of the two (2) grants.
- 12) The Engineer shall review and monitor the contractor's Quality Control Programs for the duration of the construction phase of the project.
- 13) The Engineer shall review and approve of periodic estimates submitted by the contractor for partial and final payments. This effort will include review of the project quantities, collection of payrolls and collection of lien waivers, if required, from the contractor.
- 14) The Engineer shall review and analyze the certified payrolls submitted by the contractor during construction for conformance with the federal wage rates and federal labor law requirements. Payrolls are assumed to be submitted with each of the contractor's applications for payment and include all subcontractors.
- 15) The Engineer shall provide general administrative support to the Resident Engineer during the construction phase of the project. Generally, this task shall consist of, but is not limited to the following:
- Consultation and advice to the Owner.
 - Prepare supplementary sketches, as required to resolve actual field conditions.
 - Review initial operation of the projects and/or of performance testing, as required.

Scope of Work

- 16) The Engineer shall coordinate and schedule Quality Assurance (QA) testing with the Engineer's sub-consultant. The Engineer shall coordinate, review, process, and distribute all QA sub-consultant testing reports, invoices, and other pertinent project related documentation.
- 17) The Engineer shall field and respond to inquiries regarding general and/or specific issues pertaining to the interpretation of the construction plans or technical specifications.
- 18) The Engineer shall attend construction coordination meetings for the project. On a bi-monthly basis for the project manager and a weekly basis for the resident engineer.
- 19) The Engineer shall prepare the necessary forms, provide the required documentation, and negotiate any change orders on the Owners behalf, if required during the construction of the project. A total of one (1) change order is assumed.
- 20) The Engineer shall prepare the necessary forms, provide the required documentation, and negotiate any supplemental agreements on the Owners behalf, as required during the construction of the project. A total of one (1) supplemental agreement is assumed.
- 21) The Engineer shall prepare and distribute any stop or start work orders during the construction phase, as required. A total of one (1) start work order and one (1) stop work order is assumed.
- 22) The Engineer shall attend pre-final inspection and final inspection meetings. Pre-final inspection meeting will develop the "punch list". Final inspection meeting shall be after all punch list items are completed.
- 23) The Engineer shall prepare and distribute a project "punch list" for any deficiencies, corrective actions required, etc. as determined at the final inspection conference.
- 24) The Engineer shall prepare an "as-built" set of drawings based upon the construction information provided by the resident engineer and the construction contractors. The Engineer shall compile and deliver all project submittals to the Owner.
- 25) The Engineer shall prepare a letter of substantial completion for the project after receiving a schedule from the contractor for the completion of the project's "punch list" items.
- 26) The Engineer shall prepare and distribute the required project close-out documentation, as required by the NHDOT, the Owner, and other applicable funding agencies.
- 27) The Engineer shall maintain all project related materials and documents on-site and readily available for a period of seven (7) years.
- 28) The Engineer shall prepare the project scope and fee.
- 29) The Engineer shall prepare at the request of the Owner's construction contractors a 3-Dimensional surface of the proposed grading for the contractor's robotic grading

Scope of Work

instruments. The effort requires the Engineer to convert the existing model to a points model and to perform verification testing of the surface.

- 30) The Engineer shall provide edits to the draft Construction Safety and Phasing Plan submitted to the FAA and distribute the final document to the Owner's contractor.
- 31) The Engineer shall hire construction materials testing firm required by the FAA for quality assurance testing of the construction materials. The effort includes soliciting pricing from local firms, hiring and required coordination with the firm throughout the construction duration.
- 32) The Engineer shall update the Airport Layout Plans for the construction. The 2010 Master Plan update included 16 ALP drawings. The project affects 3 of these drawings including the following:
 - Title sheet
 - Existing Airport Layout Plan
 - Proposed Airport Layout Plan
- 33) The Engineer shall perform quality review of all documents included in this article prior to distribution.

VIII. ARTICLE F – RESIDENT ENGINEERING AND MATERIAL TESTING

- a. The Engineer shall provide full time resident engineering services for the project, as requested by the Owner. The resident engineer for the project shall have field experience in the type of work to be performed, be fully qualified to make interpretations, decisions, field computations, and have knowledge of testing requirements and procedures. The resident engineer provided by the Engineer shall be approved by the Owner. It is anticipated that construction will take place in the Spring of 2026.

The specific items of work shall include:

- 1) Checking of construction activities to ensure compliance with the plans and specifications. Inform the contractor of any work which is in non-compliance.
- 2) Ensuring that all testing required by the specifications is performed. All commercially produced products, such as pipe and reinforcing steel, which are used on the project, should be accompanied by numerical test results or a certification from the manufacturer that the material meets the applicable standards.
- 3) Visit the contractor's testing laboratory to determine if it has the equipment and qualified personnel necessary to conduct the tests required by the specifications.
- 4) Ensuring that tests are performed at the frequency stated in the specifications. Determining when and where tests will be taken as required by the project specifications and witness the tests. If not indicated in the specifications, a sufficient number of tests should be taken to verify that the construction is acceptable.

Scope of Work

- 5) The Engineer shall arrange and coordinate materials testing subconsultant to provide for the proper control and testing of construction materials, in accordance with the project specifications.
- 6) Review test reports and certifications for conformance with the specifications. Each test report for material in-place should, as a minimum, contain the following:
 - a. Test performed, and date.
 - b. Applicable standard or project specification.
 - c. Test location.
 - d. Test result.
 - e. Action taken on failing tests.
 - f. Lot size and location and adjusted contract price when statistical acceptance procedures are specified.
- 7) Maintaining a file of test reports and certifications.
- 8) Inform the contractor of deficiencies in order that corrections can be made, and re-testing performed prior to covering any substandard work.
- 9) Document quantities of materials used on the project by actual measurements and computations in a field notebook or computer printouts retained in a folder. For materials paid for on a weight basis, a summary of the material placed each day should be kept in the field notebook. The notebook and/or computer printouts, supported by the original set of weight tickets, are the basis for payment.
- 10) Maintaining a set of working drawings on the job site which can be used to compare to the contractor's "as-built" drawings.
- 11) Maintaining a diary which should contain daily entries made and signed by the resident engineer. Each entry should include the following, plus any additional pertinent data:
 - a. Date and weather conditions.
 - b. Names of important visitors.
 - c. Construction work in progress and location.
 - d. Size of contractor's work force and equipment in use.
 - e. Number of hours worked per day for contractor and subcontractors.
 - f. The substance of important conversations with the contractor concerning conduct, progress, changes, test results, interpretations of specifications or other details.

ASSUMPTIONS & WORK NOT INCLUDED IN THIS PROPOSAL

- a. Our assumptions are as follows:
 - 1) The construction project will be 65 calendar days in length.
 - 2) Construction will take place in the Spring of 2026.
- b. The following items are not included in the scope of services, as provided by the Engineer:
 - 1) Hazardous material testing and reporting
 - 2) Subsurface investigation and utility location services
 - 3) Mechanical engineering services

Scope of Work

- 4) Survey layout
- 5) Survey verification for the calculation of quantities
- 6) Alterations to design, plans, etc. as a result of available funding
- 7) Special Inspections (Erosion Control, structural, etc...)
- 8) FAA Safety Management System effort is not included.
- 9) Record (as-built) survey (by Owner's contractor)
- 10) Environmental monitoring
- 11) Coordination with tenants
- 12) Testing of electrical components and equipment
- 13) Permit fees
- 14) Recommendations or specification of drainage repairs

EXHIBIT B - ESTIMATE OF STAFF EFFORT - ATTACHMENT 8
Taxilane Pavement and Drainage Reconstruction and Expansion
Permitting, Bidding, Construction Administration
& Resident Engineering and Material Testing Services

for
Skyhaven Airport

SUMMARY

ARTICLE B1	Design	\$2,556.30
ARTICLE B2	Permitting and Environmental Documentation	\$5,813.09
ARTICLE B3	Pavement Management Program (PMP) Update	\$17,891.71
ARTICLE C	Bidding	\$11,354.05
ARTICLE D	Project Administration Services - Not Used - Refer to Article E	\$0.00
ARTICLE E	Project and Construction Administration Services	\$61,569.85
ARTICLE F	Resident Engineering and Material Testing Services	\$125,227.54
	TOTAL	\$224,412.55

**Skyhaven Airport
ARTICLE B1
Design**

Tasks	Description	Principal Engineer	Project Manager	Civil Engineer	Electrical Engineer	CADD Tech	Administrative Support	TOTAL
II.A.1	Prepare unit price update based upon recent bid prices		1	2			1	4
II.A.2	Update construction plans with anticipated dates			8				8
II.A.3	Update Front End Specifications		1	6			1	8
II.A.4	Submit Safety and Phasing Plans to OEAAA			2				2
TOTAL HOURS		0	2	18	0	0	2	22
RATES		\$100.00	\$73.00	\$52.00	\$86.00	\$48.00	\$36.00	
PAYROLL		\$0.00	\$146.00	\$936.00	\$0.00	\$0.00	\$72.00	\$1,154.00

Expenses							PAYROLL	\$1,154
Mileage @ \$0.70/mile	\$0						OVERHEAD 97.44%	\$1,124
Meals/Lodging:	\$0						TOTAL PAYROLL FEE	\$2,278
Printing, Postage, etc.:	\$50						FIXED FEE 10%	\$228
Total Expenses:	\$50						EXPENSES	\$50
							SUBCONSULTANTS	\$0
							TOTAL FEE:	\$2,556
Subconsultants								
Total Subconsultants	\$0							
Mileage by Task								
	0							

**Skyhaven Airport
ARTICLE B2
Permitting and Environmental Documentation**

Task	Description	Project Principal	Project Manager	Civil Engineer	Electrical Engineer	CADD Tech	Administrative Support	TOTAL
III.A.1	Rochester Erosion Control Permit Application		4	8		4	2	18
III.A.2	Rochester Non-Residential Site Plan Application		4	20		4	2	30
III.A.3	NHDES-UST Permit Application		0					0
	TOTAL HOURS	0	8	28	0	8	4	48
	RATES	\$100.00	\$73.00	\$52.00	\$86.00	\$48.00	\$36.00	
	PAYROLL	\$0.00	\$584.00	\$1,456.00	\$0.00	\$384.00	\$144.00	\$2,568.00
Expenses								
							PAYROLL	\$2,568
							OVERHEAD 97.44%	\$2,502
							TOTAL PAYROLL FEE	\$5,070
Mileage @ \$0.70/mile		\$136					FIXED FEE 10%	\$507
Printing, Postage, etc.:		\$100					EXPENSES	\$236
Total Expenses:		\$236					SUBCONSULTANTS	\$0
Subconsultants								
							TOTAL FEE:	\$5,813
			\$0					
Mileage by Task								
III.A.2 (2 Round trip - Bedford to Rochester)			194					
			194					

**Skyhaven Airport
ARTICLE B2
Pavement Management Program (PMP) Update**

Task	Description	Project Principal	Project Manager	Sr. Civil Engineer	Civil Engineer	Electrical Engineer	CADD Tech	Administrative Support	TOTAL
IV.A.1	Compile PCI data			2					2
IV.A.2	Update General Information			4					4
IV.A.3	Coordinate Required Inspection Schedule			8					8
IV.A.4	Update PAVR Inventory			2					2
IV.A.5	Coordinate Inspection Reports, Gather Completed Reports, and Update Reporting Templates			16					16
IV.A.6	Update Economic Analysis			40					40
IV.A.7	Program Funding & Overall Programming			20					20
IV.A.8	Update PAVR Airport Diagram			8					8
IV.A.9	Update PAVR Maintenance & Rehabilitation History			8					8
IV.A.10	QA/QC	2							2
TOTAL HOURS		2	0	108	0	0	0	0	110
RATES		\$100.00	\$73.00	\$74.00	\$52.00	\$86.00	\$48.00	\$36.00	
PAYROLL		\$200.00	\$0.00	\$7,992.00	\$0.00	\$0.00	\$0.00	\$0.00	\$8,192.00

Expenses									
Printing, Postage, etc.:	\$100								
Total Expenses:	\$100								

PAYROLL	\$8,192
OVERHEAD 97.44%	\$7,982
TOTAL PAYROLL FEE	\$16,174
FIXED FEE 10%	\$1,617
EXPENSES	\$100
SUBCONSULTANTS	\$0
TOTAL FEE:	\$17,892

Subconsultants	
	\$0

Mileage by Task	
	0

**Skyhaven Airport
ARTICLE C
Bidding**

Task	Description	Principal Engineer	Project Manager	Civil Engineer	Electrical Engineer	CADD Tech	Administrative Support	TOTAL
IV.A.1	Prepare Legal Notice			2				2
IV.A.2	Document Distribution			2		4	2	8
IV.A.3	Prebid Meeting		4	8	2			14
IV.A.4	Respond to RFI's		2	8	2			12
IV.A.5	Prepare and Distribute Addenda		4	12	2	8	2	28
IV.A.6	Attend Bid Opening and Review Bid Proposals		2	6				8
IV.A.7	Bid Tabulation & Analysis		1	4	1		2	8
IV.A.8	Recommendation of Award Letter			1			1	2
IV.A.9	Confirmed Construction Documents	1	2	4		2		9
	TOTAL HOURS	1	15	47	7	14	7	91
	RATES	\$100.00	\$73.00	\$52.00	\$86.00	\$48.00	\$36.00	
	PAYROLL	\$100.00	\$1,095.00	\$2,444.00	\$602.00	\$672.00	\$252.00	\$5,165.00

Expenses

Mileage @ \$0.70/mile \$137
 Printing & Postage Bid Documents: Paid for by the Bidders to Jacobs \$0

Total Expenses

\$137

Mileage by Task

IV.A.3 (Round trip Bedford to Rochester) 97
 IV.A.6 (Round trip Bedford to Portsmouth) 98

195

PAYROLL	\$5,165
OVERHEAD 97.44%	\$5,033
TOTAL PAYROLL FEE	\$10,198
FIXED FEE 10%	\$1,020
EXPENSES	\$137
SUBCONSULTANTS	\$0
TOTAL FEE:	\$11,354

Skyhaven Airport ARTICLE E Project and Construction Administration Services								
Task	Description	Principal-in-Charge	Project Manager	Project Engineer	Electrical Engineer	CADD Tech	Admin Support	TOTAL
II A.1.	Phasing Graphics			2				2
II A.2.	Attend SAAC meetings (2 estimated)		6					6
II A.3.	Prepare Notice to Proceed for the contractor			1				1
II A.4.	File Form 7460 - Notice of Proposed Construction or Alterations			2		2		4
II A.5.	Conduct Pre-Construction Meeting		8	4				12
II A.6.	Prepare Construction Management Plan			4				4
II A.7.	Conduct Pre-Paving Conference		8	4				12
II A.8.	Review contractor's submittals/shop drawings (10 estimated)		4	30	8			42
II A.9.	Prepare and submit FAA monthly construction progress reports (4 estimated)			4				4
II A.10.	Prepare and submit federal grant reimbursements (6 estimated)		12				6	18
II A.11.	Compile backup data for State of NH billing (6 estimated)			6			6	12
II A.12.	Review and monitor contractor's QC Program			2				2
II A.13.	Review contractor's pay requisitions (4 estimated)			8				8
II A.14.	Review contractor's certified payrolls			4			6	10
II A.15.	Field communications and support during construction (9 wks x 9 hrs/wk)		80	50	12			142
II A.16.	Coordination with QA testing subconsultant			2				2
II A.17.	Respond to contractor's RFI during construction		2	8	8	6		24
II A.18.	Attend weekly project meetings (5 onsite @ 3hr)		25					25
II A.19.	Prepare and issue change orders during construction One (1) change order assumed		2	4	4			10
II A.20.	Prepare and issue supplemental agreements (1) supplemental agreement is assumed			3				3
II A.21.	Prepare and issue start/stop work orders (2) start work & (2) stop work order is assumed			2				2
II A.22.	Attend Pre-final/Final Inspection meetings		4	16				20
II A.23.	Prepare and distribute project punch list			2				2
II A.24.	Prepare As-built drawings and compile submittals		1	4		2	2	9
II A.25.	Prepare and distribute (1) substantial completion letter			1				1
II A.26.	Prepare closeout documentation		4	12			4	20
II A.27.	Retrieval of Records						4	4
II A.28.	Prepare Project Scope and Fee	1	14	8				23
II A.29.	Provide contractor 3-D robotics grading surface					4		4
II A.30.	Edit Construction Safety & Phasing Plan			4				4
II A.31.	Hire construction material testing firm		2					2
II A.32.	Prepare updates to the ALP (3 drawings)		2	8				10
II A.33.	QA/QC	6						6
TOTAL HOURS		7	174	195	32	14	28	450
RATES		\$100.00	\$73.00	\$32.00	\$46.00	\$18.00	\$36.00	
PAYROLL		\$700.00	\$12,702.00	\$10,140.00	\$2,752.00	\$672.00	\$1,008.00	\$27,974.00
Expenses								
Mileage @ \$0.70/mile		\$815						
Trips								
SAAC Meetings		2						
Pre-construction conference		1						
Pre-paving conference		2						
Site meetings		5						
Pre-Final and Final Inspection Meetings		2						
Total Trips:		12						
Subconsultants:								
Material testing estimate in Article F				\$0.00				
Total				5				
							PAYROLL	\$27,974
							OVERHEAD 97.44%	\$27,258
							TOTAL PAYROLL FEE	\$55,232
							FIXED FEE 10%	\$5,523
							EXPENSES and SUBCONSULTANTS	\$815
							TOTAL FEE:	\$61,570

Skyhaven Airport

ARTICLE F

Resident Engineering and Material Testing Services

2026 Construction Season	Cal. Days:	65	Day Construction Period				
Resident Engineer							HOURS
	9.5	wks x	6	days per wk x	12	hrs per day	= 684
Pre-field Preparation							= 16
Post-field Close-Out							= 16
						Subtotal	716
Resident Engineer - Straight Time	412		hrs @	\$48.00		/hr	= \$19,776.00
Resident Engineer - Premium Time	304		hrs @	\$72.00		/hr	= \$21,888.00
Expenses							TOTAL PAYROLL \$41,664.00
Travel - 57 trips	\$3,876		(\$68/trip - Bedford/Rochester/Bedford)				
Tolls - \$2/day	\$114						
Misc. Supplies	\$250						
Total Expenses	\$4,240						
							OVERHEAD 97.44% \$40,597.40
							TOTAL PAYROLL FEE \$82,261.40
							FIXED FEE 10% \$8,226.14
							EXPENSES \$4,240.00
							MATERIAL TESTING \$30,500.00
							TOTAL \$125,228
MATERIAL TESTING BY SUBCONSULTANT							
Aggregate Material QA Testing:							
		(P-209)					
		2 Wear Tests		@	\$250	=	\$500
		2 Sulfate Soundness Tests		@	\$500	=	\$1,000
		2 Grain Size Analysis		@	\$120	=	\$240
		2 Hydrometer Analysis		@	\$145	=	\$290
		2 Unit Weight Tests		@	\$100	=	\$200
		2 Flat/Elongates Tests		@	\$100	=	\$200
		2 Fractured Faces		@	\$100	=	\$200
		2 Sand Equivalency		@	\$150	=	\$300
		2 Atterberg Limits		@	\$100	=	\$200
		2 Specific Gravity Tests		@	\$150	=	\$300
		2 Porosity		@	\$50	=	\$100
							Subtotal \$3,530
P-403 Bituminous Concrete Testing							
		6 Days Plant Inspection (10 hour day)		@	\$1,650	=	\$9,900
		6 Days Testing of Cores (5 hour day)		@	\$1,200	=	\$7,200
		240 Mileage to/from plant		@	\$.70	=	\$168
							Subtotal \$17,268
Sampling and laboratory testing of P-152 excavation materials (suitable backfill), P-154 aggregate subbase, and P-209 crushed aggregate course							
		10 Standard Proctor Tests		@	\$145	=	\$1,450
		10 Grain Size Analysis		@	\$120	=	\$1,200
		5 Hydrometer Analysis		@	\$145	=	\$725
							Subtotal \$3,375
Field density tests on backfills, sub grades, sub bases, and base courses. - Est. 500 sy lots. Estimate 6,500 sy. 13 lots per ea. Mat'l P152, P154, P209 (Assume 1 lot = 1 trip = 2 tests/sublot = 1 hours for Sr. technician)							
		13 Lots 4 hour minimum		@	\$75	=	\$975
		130 Miles (10 mi/trip)		@	\$.70	=	\$91
							Subtotal \$1,066.00
P610 Structural Portland Cement Concrete Testing							
		6 Concrete Field 4 hour minimum		@	\$400	=	\$2,400
		6 Conc. Field 1 hr over min & Cyl pick up		@	\$250	=	\$1,500
		24 Conc. Cylinder testing (4 per Placement - 7d, 14dx2, 28d)		@	\$25	=	\$600
		120 Mileage (10 mi/trip)		@	\$.70	=	\$84
							Subtotal \$4,584
ESTIMATED TOTAL MATERIALS TESTING EXPENSE							= \$29,823.00
							SAY \$30,500.00

Jacobs

Jacobs No: E200017
 SBO No.: SBO 15-XC-2025
 Subject: Tabulation of Bid Values
 Date/Time: 4/11/2025 @ 2:00 PM
 Airport: Skyway Airport
 Project: Rehabilitate Terminal Apron

Prepared by: J. Pater

ITEM NO.	DESCRIPTION	BID CITY	UNITS	LSM Costs Estimate		Engineer's Estimate		Budget	
				UNIT COST	TOTAL	UNIT COST	TOTAL	UNIT COST	TOTAL
Bid Schedule A									
G-01-1	Special Work Requirements (Includes CMV and MCD)	1	LB	\$89,429.00	\$ 89,429.00	\$ 100,000.00	\$ 100,000.00	\$100,000.00	\$ 100,000.00
G-02-1	Revised Documents	1	LB	\$7,262.00	\$ 7,262.00	\$ 20,000.00	\$ 20,000.00	\$20,000.00	\$ 20,000.00
C-103-1	Contractor Quality Control Program (CQCP)	1	LB	\$12,600.00	\$ 12,600.00	\$ 70,000.00	\$ 70,000.00	\$88,000.00	\$ 88,000.00
C-103-2	Installation and Removal of Sub Fence	248	LF	\$7.00	\$ 1,736.00	\$ 5.00	\$ 1,240.00	\$ 4.00	\$ 992.00
C-103-3	Installation and Removal of Safety Warning	818	LF	\$7.00	\$ 5,726.00	\$ 7.00	\$ 5,726.00	\$10.00	\$ 8,180.00
C-103-4	Installation and Removal of Safety Protection	9	EA	\$112.00	\$ 1,008.00	\$ 200.00	\$ 1,800.00	\$250.00	\$ 2,250.00
C-103-5	Installation and Removal of Construction Exit	1	EA	\$4,734.00	\$ 4,734.00	\$ 2,800.00	\$ 2,800.00	\$8,800.00	\$ 8,800.00
C-103-6	Installation of Erosion Control Blankets	865	SY	\$4.00	\$ 3,460.00	\$ 5.00	\$ 4,325.00	\$10.00	\$ 8,650.00
C-103-7	Cost of Reviewer Services (Management and Erosion Control Permit)	1	LB	\$1,200.00	\$ 1,200.00	\$ 5,000.00	\$ 5,000.00	\$2,500.00	\$ 2,500.00
C-103-8	ESA-C and Erosion Control Permit Plans and Monitoring	1	LB	\$18,961.00	\$ 18,961.00	\$ 20,000.00	\$ 20,000.00	\$30,000.00	\$ 30,000.00
C-105-1	Mobilization (2% of Base Bid)	1	LB	\$51,880.00	\$ 51,880.00	\$58,898.25	\$ 58,898.25	\$65,000.00	\$ 65,000.00
M-01-1	Asphalt Top Dress	88	EA	\$973.00	\$ 85,616.00	\$1,000.00	\$ 88,000.00	\$1,200.00	\$ 105,600.00
M-02-1	Regrade (ASPH) Item 313.1 (Regr. Class I)	10	CY	\$111.00	\$ 1,110.00	\$78.00	\$ 780.00	\$160.00	\$ 1,600.00
M-02-2	Regrade (ASPH) Item 313.4.1.1 or 313.4.2.1	20	SY	\$14.00	\$ 280.00	\$10.00	\$ 200.00	\$4.00	\$ 80.00
M-02-3	Controlled Soil Removal and Replacement	1	ALL	\$20,000.00	\$ 20,000.00	\$20,000.00	\$ 20,000.00	\$20,000.00	\$ 20,000.00
M-02-4	Asphalt Street Installation	630	SF	\$12.00	\$ 7,560.00	\$12.00	\$ 7,560.00	\$20.00	\$ 12,600.00
M-02-5	Remove and Replace Concrete Curb Stop	23	EA	\$240.00	\$ 5,520.00	\$250.00	\$ 5,750.00	\$350.00	\$ 8,050.00
P-101-1	Remove and Replace (1" Depth)	12,850	SY	\$3.00	\$ 38,550.00	\$3.00	\$ 38,550.00	\$5.00	\$ 64,250.00
P-101-2	Remove and Replace (1.5" Depth)	180	SY	\$39.00	\$ 7,020.00	\$39.00	\$ 7,020.00	\$50.00	\$ 9,000.00
P-101-3	Remove and Replace (2" Depth)	265	SY	\$19.00	\$ 5,035.00	\$19.00	\$ 5,035.00	\$25.00	\$ 6,625.00
P-101-4	Remove and Replace (3" Depth)	3	EA	\$1,478.00	\$ 4,434.00	\$1,500.00	\$ 4,500.00	\$2,000.00	\$ 6,000.00
P-101-5	Remove and Replace (4" Depth)	80	EA	\$245.00	\$ 19,600.00	\$250.00	\$ 20,000.00	\$300.00	\$ 24,000.00
P-101-6	Unbound Subgrade	3,245	CY	\$28.00	\$ 90,860.00	\$28.00	\$ 90,860.00	\$30.00	\$ 97,350.00
P-101-7	Control Aggregate Base Course	2,120	CY	\$48.00	\$ 101,760.00	\$48.00	\$ 101,760.00	\$50.00	\$ 106,000.00
P-101-8	Asphalt Mixture Pavement Surface Course	2,333	TON	\$195.00	\$ 454,935.00	\$200.00	\$ 466,600.00	\$170.00	\$ 396,610.00
P-101-9	Established Asphalt Top Coat	1,178	GAL	\$7.50	\$ 8,835.00	\$8.00	\$ 9,424.00	\$10.00	\$ 11,780.00
P-102-1	Joint Seals for Pavements	3,010	LF	\$12.00	\$ 36,120.00	\$15.00	\$ 45,150.00	\$12.00	\$ 36,120.00
P-102-2	Tarmac Marking Removal	915	SF	\$5.00	\$ 4,575.00	\$5.00	\$ 4,575.00	\$4.00	\$ 3,660.00
P-102-3	Remove Tack and Apply Marking with Reflective Media	1,295	SF	\$3.00	\$ 3,885.00	\$4.00	\$ 5,180.00	\$6.00	\$ 7,770.00
P-102-4	Remove Tack and Apply Marking (No Reflective Media)	1,295	SF	\$2.00	\$ 2,590.00	\$4.00	\$ 5,180.00	\$4.00	\$ 5,180.00
P-102-5	Remove Tack and Apply Marking (Black Pigment)	690	SF	\$5.00	\$ 3,450.00	\$1.00	\$ 690.00	\$4.00	\$ 2,760.00
D-201-1	12-Inch Reinforced Concrete Type (Class III)	465	LF	\$126.00	\$ 58,590.00	\$100.00	\$ 46,500.00	\$127.00	\$ 59,035.00
D-201-2	12-Inch Reinforced Concrete Type (Class IV)	118	LF	\$152.00	\$ 17,836.00	\$115.00	\$ 13,570.00	\$140.00	\$ 16,560.00
D-201-3	18-Inch Diameter Catch Basin	3	EA	\$11,878.00	\$ 35,634.00	\$7,000.00	\$ 21,000.00	\$19,000.00	\$ 57,630.00
T-011-1	Sealing	2,095	SY	\$1.50	\$ 3,142.50	\$1.50	\$ 3,142.50	\$1.20	\$ 2,514.00
T-011-2	Formed (4" Depth)	2,095	SY	\$10.00	\$ 20,950.00	\$8.00	\$ 16,760.00	\$10.00	\$ 20,950.00
Bid Schedule B - Install New Concrete Paving Pad									
G-01-2	Contractor's Erosion Plan/Construction Document (Bid Schedule B Only)	1	FLB	\$2,000.00	\$ 2,000.00	\$2,000.00	\$ 2,000.00	\$2,000.00	\$ 2,000.00
G-01-3	Low Profile Bumpers (Bid Schedule B Only)	98	EA	\$366.00	\$ 35,868.00	\$300.00	\$ 29,400.00	\$100.00	\$ 9,800.00
C-105-2	Mobilization (2% of Bid Schedule B)	1	LB	\$8,880.00	\$ 8,880.00	\$10,215.00	\$ 10,215.00	\$11,000.00	\$ 11,000.00
P-201-1	Form Concrete Pavement	220	CY	\$377.00	\$ 83,140.00	\$800.00	\$ 176,000.00	\$915.00	\$ 201,200.00
P-201-2	Expressing Joint Seals for Concrete Pavement	340	LF	\$18.00	\$ 6,120.00	\$20.00	\$ 6,800.00	\$25.00	\$ 8,500.00
				Bid Schedule A Summary		\$ 1,388,891.25		\$ 1,441,167.00	
				Bid Schedule B Summary		\$ 214,818.00		\$ 243,000.00	
				Total Bid:		\$ 1,603,709.25		\$ 1,684,167.00	

Appendix B – Project Sketch

Application for Federal Assistance SF-424	
*1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	
*2. Type of Application *If Revision, select appropriate letter(s): <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation * Other (Specify) <input type="checkbox"/> Revision	
*3. Date Received: 02/28/2025	4. Applicant Identifier: PSM
5a. Federal Entity Identifier: 3-33-0016-XXX-2025	*5b. Federal Award Identifier:
State Use Only:	
6. Date Received by State:	7. State Application Identifier:
8. APPLICANT INFORMATION:	
*a. Legal Name: Pease Development Authority	
*b. Employer/Taxpayer Identification Number (EIN/TIN): 02-0440365	*c. UEI: CU4KHENK4JP5
d. Address:	
*Street 1: 55 International Drive	
Street 2:	
*City: Portsmouth	
County/Parish: Rockingham	
*State/Province: NH	
*Country: USA	
*Zip / Postal Code 03801-2882	
e. Organizational Unit:	
Department Name:	Division Name:
f. Name and contact information of person to be contacted on matters involving this application:	
Prefix: Mr. *First Name: Michael	
Middle Name: R.	
*Last Name: Mates, P.E.	
Suffix:	
Title: Director of Engineering	
Organizational Affiliation: Pease Development Authority	
*Telephone Number: (603) 766-9292	Fax Number:
*Email: M.Mates@peasedev.org	

Application for Federal Assistance SF-424

***9. Type of Applicant 1: Select Applicant Type:**

A: State Government

Type of Applicant 2: Select Applicant Type:

Pick an applicant type

Type of Applicant 3: Select Applicant Type:

Pick an applicant type

***Other (Specify)**

***10. Name of Federal Agency:**

Federal Aviation Administration

11. Catalog of Federal Domestic Assistance Number:

20-106

CFDA Title:

Airport Improvement Program

***12. Funding Opportunity Number:**

N/A

***Title:**

AIP

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

City of Portsmouth, Rockingham County, New Hampshire

***15. Descriptive Title of Applicant's Project:**

Airport Layout Plan (ALP) with Narrative

Attach supporting documents as specified in agency instructions.

Application for Federal Assistance SF-424

16. Congressional Districts Of:

*a. Applicant: NH-01

*b. Program/Project: NH-01

Attach an additional list of Program/Project Congressional Districts if needed.

17. Proposed Project:

*a. Start Date: 10/01/2024

*b. End Date: 05/31/2027

18. Estimated Funding (\$):

*a. Federal	321,670.00
*b. Applicant	8,465.00
*c. State	8,465.00
*d. Local	0.00
*e. Other	0.00
*f. Program Income	0.00
*g. TOTAL	<u>338,600.00</u>

***19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- a. This application was made available to the State under the Executive Order 12372 Process for review on _____.
- b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- c. Program is not covered by E.O. 12372.

***20. Is the Applicant Delinquent On Any Federal Debt?**

Yes No

If "Yes", explain:

21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)

** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: Mr. *First Name: Paul
Middle Name: E.
*Last Name: Brean
Suffix:

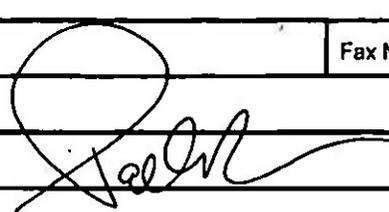
*Title: Executive Director

*Telephone Number: (603) 433-6088

Fax Number:

* Email: p.brean@peasedev.org

*Signature of Authorized Representative:



*Date Signed: 2/27/2025

Application for Federal Assistance (Planning Projects)

Part II – Project Approval Information

Section A – Statutory Requirements

The term "Sponsor" refers to the applicant name as provided in box 8 of the associated SF-424 form.

Item 1 Does Sponsor maintain an active registration in the System for Award Management (www.SAM.gov)?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Item 2 Can Sponsor commence the work identified in the application in the fiscal year the grant is made or within six months after the grant is made, whichever is later?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
Item 3 Are there any foreseeable events that would delay completion of the project? If yes, provide attachment to this form that lists the events.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A
Item 4 Is the project covered by another Federal assistance program? If yes, please identify other funding sources by the Catalog of Federal Domestic Assistance (CFDA) number. CFDA: _____	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A
Item 5 Will the requested Federal assistance include Sponsor indirect costs as described in 2 CFR Appendix VII to Part 200, States and Local Government and Indian Tribe Indirect Cost Proposals? If the request for Federal assistance includes a claim for allowable indirect costs, select the applicable indirect cost rate the Sponsor proposes to apply: <input type="checkbox"/> De Minimis rate of 10% as permitted by 2 CFR § 200.414 <input type="checkbox"/> Negotiated Rate equal to _____% as approved by _____ (the Cognizant Agency) on _____ (Date) (2 CFR part 200, appendix VII) <i>Note: Refer to the instructions for limitations of application associated with claiming Sponsor indirect costs.</i>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A

Section B – Certification Regarding Lobbying

The declarations made on this page are under the signature of the authorized representative as identified in box 21 of form SF-424, to which this form is attached. The term "Sponsor" refers to the applicant name provided in box 8 of the associated SF-424 form.

The Authorized Representative certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the Sponsor, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the Authorized Representative shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions

(3) The Authorized Representative shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Part III – Budget Information

Section A – Budget Summary

Grant Program (a)	Federal Catalog No (b)	New or Revised Budget		
		Federal (c)	Non-Federal (d)	Total (e)
1. Airport Improvement Program	20-106	\$ 321,670	\$ 16,930	\$ 338,600
2.		0	0	0
3. TOTALS		\$ 321,670	\$ 16,930	\$ 338,600

Section B – Budget Categories (All Grant Programs)

4. Object Class Categories	Airport Improvement Program (1)		Other Program (2)		Total
	Amount	Adjustment + or (-) Amount (Use only for revisions)	Amount	Adjustment + or (-) Amount (Use only for revisions)	
a. Administrative expense	\$ 2,000	\$ 0	\$ 0	\$ 0	\$ 2,000
b. Airport Planning	336,600	0	0	0	336,600
c. Environmental Planning	0	0	0	0	0
d. Noise Compatibility Planning	0	0	0	0	0
e. Subtotal	338,600	0	0	0	338,600
f. Program Income	0	0	0	0	0
g. TOTALS (line e minus line f)	\$ 338,600	\$ 0	\$ 0	\$ 0	\$ 338,600

Section C – Non-Federal Resources

Grant Program (a)	Applicant (b)	State (c)	Other Sources (d)	Total (e)
5.	\$ 8,465	\$ 8,465	\$ 0	\$ 16,930
6.	0	0	0	0
7. TOTALS	\$ 8,465	\$ 8,465	\$ 0	\$ 16,930

Section D – Forecasted Cash Needs

Source of funds	Total for Project	1 st Year	2 nd Year	3 rd Year	4 th Year
8. Federal	\$ 321,670	\$ 160,835	\$ 80,418	\$ 80,417	\$ 0
9. Non-Federal	16,930	8,465	4,233	4,232	0
10. TOTAL	\$ 338,600	\$ 169,300	\$ 84,651	\$ 84,649	\$ 0

Section E – Other Budget Information

11. Other Remarks: (attach sheets if necessary)

I hereby certify that the Exhibit "A" property map dated November 30, 2017, and attached to the Grant Application for AIP 3-33-0016-062-2018 reflects the current information as of this date.

Part IV - Program Narrative

(Suggested Format)

PROJECT: Airport Layout Plan (ALP) with Narrative
AIRPORT: Portsmouth International Airport at Pease
1. Objective: See Attached Part IV - Program Narrative
2. Benefits Anticipated: See Attached Part IV - Program Narrative
3. Approach: <i>(See approved Scope of Work in Final Application)</i> See Attached Part IV - Program Narrative
4. Geographic Location: See Attached Part IV - Program Narrative
5. If Applicable, Provide Additional Information: See Attached Part IV - Program Narrative
6. Sponsor's Representative: <i>(include address & telephone number)</i> See Attached Part IV - Program Narrative

**Part IV
Program Narrative**

Project: Airport Layout Plan (ALP) with Narrative

Airport: Portsmouth International Airport at Pease (PSM)

Date: February 25, 2025

1. Objective:

The objective of this project is to update the information provided in the 2010 Master Plan and resulting 2022 Airport Layout Plan. Since these plans have last updated, "use areas" in the Master Plan are no longer accurate, there has been significant aircraft operations growth, and general aviation demand indicates a need for new hangars and apron space.

The goal of this project is to:

- Identify where short-term and long-term holistic apron and hangar development should occur to meet demand (both general aviation and on-airport businesses)
- Create a full forecast update based on historical growth, especially the most recent few years of increased growth/trend analysis
- Update the obstruction mapping
- Take local factors into consideration, including brand new Boeing 747s coming into PSM that will be flying for a while, Boeing 767 commercial charter operations, and an airport traffic control tower that is sponsor owned and military staffed
- Determine the critical aircraft for different portions of the airfield
- Document triggers for a noise study and determine if PSM should conduct one in the near future

2. Benefits Anticipated:

The project will update the forecasts, update the obstruction, identify where and when airport development should occur, and summarize different other studies' results for consideration. This will allow the airport to have a holistic approach to development, be aware of and create a plan for obstruction removal and confirm the existing and future critical aircraft.

3. Approach:

See approved Scope of Work following this section.

4. Geographic Location:

This project is located at the Portsmouth International Airport at Pease in the City of Portsmouth and the Town of Newington, Rockingham County, New Hampshire.

5. Additional Information:

EXHIBIT A CERTIFICATION

I hereby certify that the Exhibit A Property Map dated November 30, 2017, and attached to the Grant Application for AIP 3-33-0016-062-2018 reflects, to the best of my knowledge, the current information as of this date.

The above-mentioned Exhibit A Property Map is, therefore, incorporated into this Grant Application by reference and made a part thereof.

PROJECT DESCRIPTION:

See approved Scope of Work following this section.

COST BREAKDOWN

See attached Project Cost Summary.

PROJECT SCHEDULE:

FAA Proposed Project Worksheet	October 2024
SPONSOR, FAA, and NHDOT Final Scope and Fee	February 2025
Grant Application	March 2025
FAA Grant Announcement	June 2025
Notice to Proceed Issued.....	July 2025
Forecasts of Aviation Demand for FAA/NHDOT Review	October 2025
Environmental Summary.....	January 2026
Estimated FAA Forecasts Approval.....	March 2026
Focused Facility Requirements Chapter	June 2026
Focused Alternative Chapter	September 2026
Implementation Plan Chapter	December 2026
Airport Layout Plan and Final Report	March 2027
Project Closeout	May 2027

ENVIRONMENTAL STATUS:

An email was sent to Cheryl Quaine at FAA on 02/05/2025 for comment on the Categorical Exclusion from the National Environmental Policy Act (NEPA) review under FAA Order 5050.4B, *National Environmental Policy Act (NEPA) Implementing Instructions for Airport Actions*, and FAA Order 1050.1F, *Environmental Impacts: Policies and Procedures*, paragraph 5-6.1.o. See attached email for status.

No NEPA or other New Hampshire permitting or approvals are required for this project.

STATEMENT ON DISADVANTAGED BUSINESS:

The Pease Development Authority has filed a Disadvantage Business Enterprise (DBE) plan, requesting the FFY 2024 through FFY 2026 with an approved DBE goal of 1.6% race neutral.

The DBE plan is on file at the Pease Development Authority, Portsmouth, NH.

COORDINATION WITH NHDOT:

This project has been coordinated with NHDOT throughout the project scoping process and by providing them with a copy of this grant application.

COORDINATION WITH USF&W, SHPO, AND CZM

- This project does not cause any physical land disturbances and so no EO 12372 coordination is required prior to grant issuance.

This project is not in a Coastal Zone and so Coastal Zone Management coordination is not required.

6. Sponsor's Representative:

The Sponsor's representative for this project is:

Mr. Andrew Pomeroy
Director, Aviation Planning and Regulatory Compliance
Pease Development Authority
55 International Drive
Portsmouth, NH 03801
Phone: (603) 433-6088
Email: A.Pomeroy@peasedev.org

PROJECT COST SUMMARY

Airport Layout Plan (ALP) with Narrative

Airport: Portsmouth International Airport at Pease

Date: February 25, 2025

Line 4a Administrative Expense

TASK	DESCRIPTION	ELIGIBLE FEE	COMMENTS
	Sponsor Administration Fees	\$ 2,000.00	
Line 4a Total:		\$ 2,000.00	

Line 4b Airport Planning

TASK	DESCRIPTION	ELIGIBLE FEE	COMMENTS
Task 1.0	Grant Administration	\$ 10,300.00	McFarland-Johnson, Inc.
Task 2.0	Project Administration	\$ 27,300.00	McFarland-Johnson, Inc.
Task 3.0	Airport Mapping and Obstruction Survey	\$ 52,400.00	McFarland-Johnson, Inc.
Task 4.0	Not Used	\$ -	McFarland-Johnson, Inc.
Task 5.0	Forecasts of Aviation Demand	\$ 52,600.00	McFarland-Johnson, Inc.
Task 6.0	Summary of Environmental Plans and Studies	\$ 6,100.00	McFarland-Johnson, Inc.
Task 7.0	Focused Facility Requirements	\$ 39,000.00	McFarland-Johnson, Inc.
Task 8.0	Focused Alternatives	\$ 57,100.00	McFarland-Johnson, Inc.
Task 9.0	Implementation Plan	\$ 22,800.00	McFarland-Johnson, Inc.
Task 10.0	Public Participation and Meetings	\$ 18,900.00	McFarland-Johnson, Inc.
Task 11.0	ALP Drawing Set	\$ 38,200.00	McFarland-Johnson, Inc.
Task 12.0	Deliverables	\$ 11,900.00	McFarland-Johnson, Inc.
Line 4b Total:		\$ 336,600.00	

Line 4c Environmental Planning

Task	DESCRIPTION	ELIGIBLE FEE	COMMENTS
Line 4c Total:		\$ -	

Line 4e Subtotal	Subtotal	\$ 338,600.00	
Line 4f Program Income	Program Income	\$ -	
Line 4g Totals	Total	\$ 338,600.00	
Line 8 - Total for Project	FAA Share (95% of FAA Eligible)	\$ 321,670.00	
Line 9 & 5e - Total Non-FAA	Non-FAA Share (5% of FAA Eligible)	\$ 16,930.00	
Line 5b - Applicant	Local Share (2.5% of FAA Eligible)	\$ 8,465.00	
Line 5c - State Grant	State Share (2.5% of FAA Eligible)	\$ 8,465.00	

From: [Quaine, Cheryl J \(FAA\)](#)
To: [Laura F. Canham](#)
Cc: [Hogue, Katie L. \(FAA\)](#); [Tiney, Sean S. \(FAA\)](#); [Cindi M. Bourrie](#)
Subject: RE: Simple Written Record NEPA CatEx for Planning Projects
Date: Wednesday, February 12, 2025 7:32:04 AM
Attachments: [Image001.png](#)
[Image002.png](#)
[Image003.png](#)
[Image004.png](#)
[Image005.png](#)
[Image006.png](#)
[Image007.png](#)
[Image008.png](#)
[Image009.png](#)

Good morning –

Thank you for submitting this request. I will review and let you know.

Sincerely,
Cheryl Quaine
Environmental Program Manager
Federal Aviation Administration
Schedule | Mon-Thur

From: Laura F. Canham <lcanham@mjinc.com>
Sent: Monday, February 10, 2025 12:26 PM
To: Quaine, Cheryl J (FAA) <Cheryl.J.Quaine@faa.gov>
Cc: Hogue, Katie L. (FAA) <Katie.L.Hogue@faa.gov>; Tiney, Sean S (FAA) <Sean.S.Tiney@faa.gov>; Cindi M. Bourrie <cbourrie@mjinc.com>
Subject: Simple Written Record NEPA CatEx for Planning Projects

CAUTION: This email originated from outside of the Federal Aviation Administration (FAA). Do not click on links or open attachments unless you recognize the sender and know the content is safe.

Hello Cheryl,

We are putting together grant applications for planning projects. Please confirm this qualifies for a Categorical Exclusion from the National Environmental Policy Act (NEPA) review under FAA Order 5050.4B, *National Environmental Policy Act (NEPA) Implementing Instructions for Airport Actions*, and FAA Order 1050.1F, *Environmental Impacts: Policies and Procedures*, paragraph 5-6.1.o. "Issuance of grants that do not imply a project commitment, such as airport planning grants, and grants to states participating in the state block grant program. (ARP, AST)*."

The projects in question are:

- Portsmouth International Airport at Pease ALP update with narrative report
- Sanford Seacoast Regional Airport Master Plan Phase 2
- Eastern Slope Regional Airport Master Plan

Thank you,
Laura



**McFARLAND
JOHNSON**



LAURA F. CANHAM
SHE/HER/HERS | PROJECT MANAGER

 978-692-0522

 LCANHAM@MJINC.COM

 WWW.MJINC.COM

Appendix A-1

Work Order No. MJ-PL-001

Scope of Work and Fee

February 2025

Airport Layout Plan (ALP) with Narrative
Portsmouth International Airport at Pease (PSM)

This Scope of Work and Fee are part of Exhibit A, Attachment I to the Agreement for Airport Planning Services (the AGREEMENT) between the Pease Development Authority (SPONSOR) and McFarland-Johnson, Inc. (CONSULTANT).

Background

The SPONSOR has asked the CONSULTANT and their subconsultants to provide planning services associated with the update of the Portsmouth International Airport at Pease Airport Layout Plan (ALP) with narrative documentation (PROJECT) in accordance with Federal Aviation Administration (FAA) Advisory Circular (AC) 150/5070-6B, *Airport Master Plans, Change 2* and FAA Standard Operating Procedure (SOP) 2.00, *Standard Procedure for FAA Review and Approval of Airport Layout Plans (ALPs) (SOP 2.00)*.

The ALP update with narrative will include:

- Grant Administration
- Project Administration
- Airport Mapping and Survey
- Forecasts of Aviation Demand
- Summary of Environmental Plans and Studies
- Focused Facility Requirements
- Focused Alternatives
- Implementation Plan
- Public Participation and Meetings
- ALP Drawing Set
- Deliverables

Specific objectives to be accomplished under the project include:

- Basemap changes since the last ALP update
- An outline for short- and long-term growth
- Triggers for noise contour updates and if they apply at PSM
- Critical aircraft for different areas of the airport
- Alternatives to address aviation and aviation-related development
- FAA approval of the resulting ALP update

Scope of Work

The CONSULTANT will perform the following work tasks described herein.

1. Grant Administration

1.1. FAA Grant Application

CONSULTANT will prepare and submit one (1) FAA AIP grant application in PDF format.

1.2. FAA Grant Reimbursements

For each invoice, the CONSULTANT will prepare the necessary grant reimbursement requests for the SPONSOR'S signature and distribution to FAA via Delphi (einvoice). This includes proper project closeout documentation, both electronic and paper, to include Federal Financial Report Form Number SF-425. For budgeting purposes, it is assumed that 18 reimbursement requests will be prepared for FAA, three (3) Forms SF-425s, and one (1) FAA grant closeout.

1.3. FAA Annual and Quarterly Reporting

CONSULTANT will prepare FAA annual financial reports (three (3) are anticipated) and quarterly reports (six (6) are anticipated).

2. Project Administration

2.1. Determine Type and Detail of Study

One (1) in person study design meeting will be held between the SPONSOR and CONSULTANT (three (3) CONSULTANT staff) to discuss the type of update and level of study detail the SPONSOR wishes to pursue in this study. The CONSULTANT will use the information from this meeting to prepare a draft scope of work.

2.2. Prepare Draft Scope of Work

The CONSULTANT will prepare a draft scope of work for review and comment by the SPONSOR.

2.3. Conduct Scoping Meeting

One (1) scoping meeting will be held with representatives of the SPONSOR, FAA, New Hampshire Department of Transportation (NHDOT), and the CONSULTANT to discuss the scope of this project. This meeting will be conducted in person with up to three (3) CONSULTANT staff.

2.4. Prepare Final Scope of Work

The CONSULTANT will prepare the final scope of work (SOW) in PDF format for distribution to the SPONSOR, FAA, NHDOT, and inclusion in the FAA grant application.

2.5. Prepare Fee

Based on the final SOW, the CONSULTANT will prepare the fee schedule. The schedule will be presented to the SPONSOR for review, and then to the FAA and NHDOT. A blank spreadsheet will be created for the Independent Fee Estimate (IFE) process.

2.6. Contracting

The CONSULTANT will:

- Prepare and submit a Work Order to the SPONSOR for execution,
- Negotiate and prepare subconsultant contracts, and
- Process contracts internally.

2.7. Prepare Progress Reports

The CONSULTANT will prepare a monthly progress report for the SPONSOR. These reports will be prepared starting with the month subsequent the Notice to Proceed until project closeout; 18 are anticipated.

2.8. Invoice SPONSOR

The CONSULTANT will invoice the SPONSOR monthly, 18 invoices are anticipated over the project duration.

2.9. General Project Coordination/Oversight

General coordination with the SPONSOR including preparation and distribution of internal and external correspondence, preparation, and maintenance of project schedule, project team coordination including providing periodic (anticipated one (1) hour monthly in person) updates on project status of one (1) CONSULTANT staff at every meeting. This task includes preparation

for and conducting internal monthly coordination meetings with the CONSULTANT staff (one (1) CONSULTANT staff per meeting depending on the active tasks) attending virtually; 18 are anticipated.

2.10. Quality Control (QC)/Quality Assurance (QA)

Perform quality reviews of work products prepared as part of this SOW prior to distribution based on MJ internal QA/QC protocols.

3. Airport Mapping and Obstruction Survey

The purpose of this task is to update airport close in obstructions for the development of an ALP. The obstruction data will be the basis for the development of the PROJECT airspace drawings and Obstacle Action Plan (OAP). This task will be performed through a subcontract with an experienced photogrammetric mapping firm (MAPPING SUBCONSULTANT).

3.1. Airport Imagery and Mapping

Project Planning: MAPPING SUBCONSULTANT will coordinate with the Airport to arrange access to the airfield and facilities at a time suitable to the Airport that will not impact airfield operations.

Aeronautical Field Survey: MAPPING SUBCONSULTANT will dispatch crews to perform necessary field survey tasks. At a minimum, it is expected MAPPING SUBCONSULTANT will provide final coordinates and documentation for:

- a. **Geodetic Control:** PSM has existing Primary and Secondary Airport Control Stations (PACS and SACS). MAPPING SUBCONSULTANT will recover and validate these stations to serve as the basis of control.
- b. **Photogrammetric Control:** MAPPING SUBCONSULTANT will establish photogrammetric control stations to aid in the aero-triangulation of the aerial photography.
- c. **Runway Survey:** MAPPING SUBCONSULTANT will survey the runway end points and centerline profile to form the basis of the obstruction identification surfaces. The runway profile will be collected at a 10-foot point spacing.
- d. **Navigational-Aids:** MAPPING SUBCONSULTANT will survey all navigational-aids associated with PSM.

Imagery Acquisition and Compilation: MAPPING SUBCONSULTANT will acquire new color aerial imagery capable of supporting obstruction mapping and orthophotography. The imagery and survey will be limited to the applicable Vertically Guided Operations for Runway 16/34 based on the runway lengths and markings at the time of survey, as

depicted in Attachment A. Following acquisition, the imagery will be aero-triangulated based on the surveyed ground control and compilation will begin for:

- a. **Obstacles:** MAPPING SUBCONSULTANT will collect and deliver obstacle data at 25-foot point spacing for the following Runway 16 and 34 surfaces but limited to within 5,300 feet from the runway end: Surfaces 5 & 6 (approach less than ¼ mile visibility) and Surface 7 (departure).
- b. **Orthophotography:** Geopro will develop a composite orthophotograph for the airport mapping limits with a pixel size of 1.0 feet for the obstruction limits. The ortho will be delivered in MrSID format.

Final Deliverables: MAPPING SUBCONSULTANT will deliver all mapping data, obstacle results, and orthophotography to CONSULTANT in digital format. The final deliverables will not be uploaded to the FAA's Airports GIS (AGIS) portal and provided to the SPONSOR.

3.2. Airport Feature Attribution and Mapping

MAPPING SUBCONSULTANT will conduct field survey to populate feature attribute fields. Field survey will include both visual inspections and Global Positioning System (GPS) survey of selected subsurface features to verify existing record plans from airport projects. CONSULTANT will obtain tax parcel and land use data for on-airport and selected off-airport property for incorporation in the mapping. Additionally, CONSULTANT will format the data received from the MAPPING SUBCONSULTANT to use for the PROJECT figures and as the base for the ALP Drawing Sheets.

4. This task is not used.

5. Forecasts of Aviation Demand

The purpose of this task is to establish forecasts of aeronautical activity (passenger enplanements, air carrier operations, general aviation aircraft operations, and based aircraft) at the airport for the short-term (0-5 years), intermediate-term (6-10 years), and long-term (11-20 years) planning periods; and to establish forecasts of runway/taxiway utilization and parking demands.

The forecasts of aviation demand will begin with a collection of forecasting data. This data collection effort will involve gathering available relevant previous forecasting efforts. Data to be collected by the AVIATION FORECAST SUBCONSULTANT includes the following:

- Socioeconomic data such as population, per capita personal income, and employment/unemployment data
- Previous forecast efforts such as the current Master Plan, Regional Aviation System Plan, and/or State Aviation System Plan
- Existing demand studies such as air service and passenger leakage studies as well as regional passenger data
- FAA TAF and review national forecasts. The forecasts will be compared to the FAA TAF to be completed by AVIATION FORECAST SUBCONSULTANT

Data to be collected by the CONSULTANT includes the following:

- FAA TFMSC to assist with the existing and future critical aircraft determination to be gathered by CONSULTANT
- PDA to provide the Taxiway A north study for reference and use

With this data, future projections of aviation demand relating to socioeconomic variables such as population, per capita personal income and employment activity can be made. Additionally, these projections can be compared to other forecasts to determine reasonableness. Techniques to be used may include regression analysis, trend analysis, market share, and other appropriate statistical methods. Airport activity forecasts will also be evaluated in relationship to national trend forecasts prepared by the FAA. Forecasts of parking requirements will be derived from forecasts for general aviation activity and annual passenger enplanements based on historical relationships and established factors along with interviews of airport tenants.

CONSULTANT will schedule a one (1)-hour virtual kick-off meeting with the AVIATION FORECAST SUBCONSULTANT prior to the commencement of forecasting efforts.

5.1. Socioeconomic Data

The AVIATION FORECAST SUBCONSULTANT will collect available historical and projected information on socioeconomic factors in the area that would influence air transportation demand at the airport. This PROJECT will:

- Describe the current and future use of the airport and its role in the state system of airports
- Identify the airport service area based on the role of the airport, and recent economic, marketing and "leakage" studies that may be available
- Collect historical data on population, personal income, and employment
- Investigate identified trends in socioeconomic factors as they relate to PSM forecasting
- Obtain projections of changes in socioeconomic data

- Evaluate the economic base of the airport service area

Evaluating market patterns and trends helps us understand overall market conditions and recommend future development needs in the PROJECT.

CONSULTANT will conduct a quality review of the data, write-up, tables, and figures received. It is anticipated that one (1) round of comments will be provided and backchecked.

5.2. Aviation Forecasts

Aviation activity forecasts will be developed by the AVIATION FORECAST SUBCONSULTANT, in part, on the basis of relationships found to exist between socioeconomic data for the airport service area and airport activity. Information available from marketing and "leakage" studies will be used to further define local economic factors within the service area. The following forecast elements will be included in the study:

- Air passengers
 - Annual airline enplanements
 - Annual general aviation enplanements
 - Peak hour enplanements
- Aircraft operations
 - Airline operations
 - Annual, peak month, peak hour
 - Fleet mix
- General aviation operations
 - Peak month, peak hour
 - Itinerant split
 - Fleet mix
- Annual military operations
- Annual instrument approaches
- Registered and based aircraft

Fundamentally, these outputs should be used as inputs to capacity analysis, airfield facility requirement generators, noise study, or for policy guidance.

Forecasts will be developed on an unconstrained basis for short, intermediate, and long-term planning timeframes. These timeframes correspond to the following years:

Short-Term:	2026 – 2030
Intermediate-Term:	2031 – 2035
Long-Term:	2036 – 2045

Considerations such as the physical constraints posed by either landside or airside facilities, or policy level considerations limiting this activity are not considered. The resulting forecasts will be considered unconstrained, even though they may be based upon historically constrained data. As mentioned previously, they will not be constrained by future physical facility or policy considerations at this point in the study. The forecasts will be documented in both narrative and tabular format and the reasonableness and practicality of the forecasts will be discussed. Upon the SPONSOR'S review, a preferred forecast will be selected and concurrence from FAA and NHDOT will be requested. The preferred forecast will be submitted to FAA for approval.

CONSULTANT will conduct a quality review of the data, write-up, tables, and figures received by the AVIATION FORECAST SUBCONSULTANT. It is anticipated that one (1) round of comments will be provided and backchecked.

5.3. Existing and Future Critical Design Aircraft

CONSULTANT will define the existing and future critical design aircraft based on historical information, market changes, and discussions with the airlines. An existing and future design aircraft and runway design code will be established for the runways, other functional areas at the airport, and an airport reference code based upon the usage by the design aircraft or group of aircraft will be determined. This may result in the need to coordinate and draft a letter(s) from air service providers documenting anticipated future use of specific aircraft and number of anticipated operations. CONSULTANT will also review market changes to identify potential future critical aircraft. The existing and future critical aircraft will be submitted to FAA for approval.

5.4. Draft and Final Forecasts of Aviation Demand Chapters

At the conclusion of Task 5.4, a Draft Forecasts of Aviation Demand Chapter will be drafted, compiled, and delivered by the CONSULTANT. The Draft Forecasts of Aviation Demand Chapter will consist of a written report summarizing the findings of Tasks 5.1 through 5.4 in tabular and text format, with an appendix summary of emerging aircraft trends. The chapter will be submitted electronically to the SPONSOR, FAA, and NHDOT for review. Two (2) rounds of revisions are anticipated prior to the receipt of approval of the forecasts from the FAA.

6. Summary of Environmental Plans and Studies

The purpose of this task is to summarize publicly available information and previously completed plans and studies as provided by the SPONSOR. CONSULTANT will use SPONSOR provided and publicly available information for this summary. No agency coordination, site visits, mitigation planning or design, or field delineations are anticipated.

This summary includes identifying triggers that may result in determining when the next noise study update should be considered.

6.1. Draft and Final Environmental Summary

The plans and studies to be provided by the SPONSOR and summarized by the CONSULTANT include:

- PSM comprehensive wetland plan,
- GIS land use, demographic, and environmental data,
- Wildlife Hazard Management Plan,
- Publicly available threatened and endangered species data,
- Publicly available historical resources,
- PSM historical bat surveys,
- 2014 Noise Study (no new noise contours will be created as part of this PROJECT),
- PFAS (per- and polyfluoroalkyl substances) study results, and
- Historical surveys, plans, and environmental documents as provided by SPONSOR.

At the conclusion of Task 6.1, a Draft Environmental Summary will be drafted, compiled, and delivered by the CONSULTANT. The Draft Environmental Summary will consist of a written report summarizing the findings of Task 6 in tabular, text, and figure format. The chapter will be submitted to the SPONSOR, FAA, and NHDOT for review. Two (2) rounds of revisions are anticipated.

7. Focused Facility Requirements

The purpose is to determine the type and amount of airport facilities (runways, taxiways, aprons, tie-downs, storage hangars, vehicle parking, terminal area facilities, navigational and approach/landing aids, airport lighting, instrument approaches, etc.) needed to accommodate forecast aviation demand over the next 20 years and meet current design standards.

FAA standards documented in AC 150/5300-13B and other FAA and state regulations will also be used to determine requirements. Requirements will be presented describing those changes necessary to accommodate demand and/or improve airport features to meet current design standards. No capacity analysis of Runway 16/34 will be conducted.

A key focus of this study will be the landside facility requirements as they relate to hangars, aprons, and the taxiway system.

7.1. Airside Facility Requirements

Based on the anticipated aircraft fleet mix and level of operational activity, this section will determine the need for airfield improvements. Particular attention will be given to maximizing the use of the current runway system and recommendations for additional or improved approach procedures. Layout dimensions or other requirements for the proposed airport reference code that do not meet current standards will be identified and addressed. Airside elements examined by the CONSULTANT will include the following:

- Summary of existing inventory based on the Airport's 2017/2018 Airport's GIS survey and updates as provided by the SPONSOR
- Runway improvements, runway safety areas, object-free areas, object-free zones, protection zones, and approach areas (per AC 150/5300-13B)
- Detailed Runway 16/34 arrival data analysis (per data provided by SPONSOR)
- Taxiways, taxiway safety areas, taxiway object-free areas, and taxiway object free areas
- Aircraft parking aprons
- Load bearing capacity of pavements as published
- Airport marking and lighting
- Instrument approaches and NAVAIDs
- Detailed wind analysis to compare existing approach minimums to actual conditions at the Airport
- De-icing areas

7.2. 2019 Passenger Terminal Study Facility Requirements Summary

The ability of the airport passenger terminal and its supporting airside and landside facilities to effectively accommodate the future level of aviation activity will be summarized in this PROJECT based on the results of the 2019 Terminal Study. This Terminal Study will also be referenced for additional details. No additional passenger terminal facility requirements will be prepared.

7.3. 2019 Passenger Terminal Study Parking and Roadway Access Facility Requirements Summary

This PROJECT will refer to the 2019 Terminal Study and summarize short-term, mid-term, and long-term parking and roadway access facility requirements. No additional parking and roadway access facility requirements will be prepared.

7.4. Landside Facility Requirements

Based on the results of Tasks 4 and 5, requirements for landside airport facilities will be identified by the CONSULTANT. Interviews will be conducted with airport management and operational personnel as part of the process to determine current procedures and potential areas of concern.

Opportunities to improve airport revenue generation and sustainability will be sought and investigated for these functions as well:

- FBO areas and facilities
- Aprons, tie-downs, taxilanes
- Airport administrative/operations offices
- Aviation fuel storage and distribution
- Airfield maintenance facilities and snow removal equipment storage
- ARFF facilities
- Land/easement acquisition
- Non-aeronautical use areas

Landside facility requirements will be identified for the existing need, short-term need (0-5 years), and long-term need (20 years).

7.5. Draft and Final Facility Requirements Chapters

At the conclusion of Task 7, a Draft Focused Facility Requirements Chapter will be drafted, compiled, and delivered by the CONSULTANT. The Draft Focused Facility Requirements Chapter will consist of a written report summarizing the findings of Tasks 7.1 through 7.5 in tabular, text, and figure format. The chapter will be submitted electronically to the SPONSOR, FAA, and NHDOT for review. Two (2) rounds of revisions are anticipated.

8. Focused Alternatives

In this task, feasible development Alternatives having the potential to satisfy the various Airport facility requirements identified in Task 7 will be identified. The alternatives will be evaluated based on the criteria described below and preferred alternative(s) identified. The preferred alternative(s) will be incorporated into an overall development plan for the Airport, which will be the basis for the final ALP.

The alternatives will consider the airside and landside features and will incorporate the results of the terminal study recommended alternatives. No additional terminal alternatives will be prepared.

Evaluation criteria for the alternatives will be guided by FAA design standards, cost effectiveness, environmental considerations, and the degree to which the alternative in question meets the identified facility requirement. A set of standards will be established for each type of plan

developed (i.e. airside, landside). To facilitate future NEPA review of projects prior to construction, the “No-Build Alternative” will also be evaluated.

8.1. Identify Airside Alternatives

The formulation of airside alternative sketch plans and diagrams is the primary purpose of this element. From the aviation demand forecasts, the extent of improvements needed to accommodate future demand and the needs of the design aircraft or family of aircraft will be known.

Alternatives will be presented by the CONSULTANT to obtain operational flexibility at the Airport within the current property constraints. These alternatives will provide alternative airfield concepts to accommodate future demand. The airside alternative sketch plans and diagrams will permit technical and operational evaluation and will assist in formulating reasonable and logical development phasing plans. This task will identify three (3) airside alternatives, including the “No-Build” alternative. These alternatives will incorporate both runway and taxiway improvements, as well as NAVAID and approach improvements. Runway alternatives will be limited to the existing runway layouts.

This task includes one (1) in-person, two (2)-hour meeting with one (1) CONSULTANT staff, Airport, FAA, and NHDOT to discuss airside alternatives and agree on a recommended airside alternative.

8.2. Identify Landside Alternatives

Alternatives prepared to meet the landside development needs over the planning period will be evaluated by the CONSULTANT in this task. Landside alternative diagrams will be prepared to identify the general location and size of potential development sites. Due to the broad nature of the potential Landside Alternatives, construction cost estimates will not be developed. Outputs from the aviation demand forecasts and discussions with airport management and users will help determine the size, location, and timeline for the development of landside facilities. This task will have several key components as identified below:

- **Cargo, Maintenance, and General Aviation Facilities:** Locations for these facilities will be reviewed with particular emphasis on effective use of available land areas, efficient operational layout and circulation, land use compatibility, and opportunities for additional FBO and/or aviation business related leaseholds. This portion will incorporate the short-term general aviation alternatives that the SPONSOR is currently preparing and refine and build on them for the long-term plan. Options for the relocation of existing facilities in conjunction with the development of new facilities will be considered in

instances where higher revenue generation is a possibility. Three (3) alternatives may be developed.

- **Aviation Support Facilities:** Alternatives may be recommended for airfield maintenance facilities, fuel storage and handling, and other infrastructure. Three (3) alternatives may be developed including the “No-Build”.
- **Advanced Air Mobility sites** – if applicable and amenable to the SPONSOR, the CONSULTANT will review preliminary alternatives for airport areas that may be usable for advanced air mobility operations.
- **Parking and Roadway Access:** No additional parking and roadway access alternatives will be prepared. Existing recommendations from the Terminal Study will be incorporated into the preferred alternative plan.

8.3. Identify Airport Land Use

The purpose of this task will be to identify the aeronautical and non-aeronautical land uses/development types that are anticipated to provide compatibility and economic benefit to Airport and improve the function and efficiency of the Airport, based on the data obtained and analyses completed in previous tasks. The identified mix of land uses should optimize compatibility and revenue for the Airport, providing for the further integration of the Airport into the region both physically and economically, while at the same time maintaining the flexibility required to facilitate future aeronautical and non-aeronautical development opportunities. Recommended non-aeronautical land use areas will be identified in a figure, text, and described in the chapter. The results of this analysis will show the future non-aeronautical land uses as well as the noise contours from the 2014 Noise Study update on the ALP.

8.4. Alternatives Analysis

This element begins with the set of identified alternatives, evaluates the advantages and disadvantages of each based upon a set of criteria and then results in a consolidated recommended development strategy for the Airport, which will be the basis for the ALP. The following criteria will be used by the CONSULTANT for review and evaluation of each alternative:

- **Airside Alternatives:**
 - **Facility Requirements:** Does the Alternative meet the existing and future needs of the Airport? Is the alternative feasible for implementation?
 - **Environmental Impact:** What are the relative environmental impacts associated with implementation of the alternative? To what extent does this alternative further achievement of the Airport’s environmental goals?

- FAA Standards: Does the alternative meet the design standards of FAA AC 150/5300-13B and Code of Federal Regulations (CFR) Part 77 Surfaces where feasible?
- Development Costs: Does the alternative have reasonable development costs in comparison to other alternatives that achieve the same goal? At the alternatives stage, planning-level cost estimates will be developed for general comparison amongst airside alternatives.
- Development Flexibility: To what extent does this alternative leave flexibility for change and additional future surrounding development? Does this alternative allow flexibility from an operational standpoint?
- Landside Alternatives:
 - Land Use Compatibility: Is the alternative compatible with on-airport and off-airport patterns of land use? This criterion will evaluate such things as access to the airside movement areas and the local road network and the degree to which the alternative is compatible with activities occurring in surrounding on and off-airport lands.
 - Environmental Impact: What are the environmental impacts associated with implementation of the alternative?
 - Potential for Expansion: Is the alternative flexible and dynamic in the sense that it can accommodate future changes in demand and unanticipated expansion? This criterion recognizes the fact that location decisions made today will influence future airport development for many years to come. Planning will consider future development needs beyond the facility requirements of the current planning period.
 - Operational Efficiency: Will this alternative contribute to the development of a smoothly functioning airport with efficient movement of aircraft? This criterion will consider whether the alternative makes the best and most efficient use of airport facilities and infrastructure.
 - Revenue Generation Capability: Does the alternative take a strategic business and capital-based approach that allows or creates opportunities for airport management to increase revenue generation and/or diversify revenue sources thereby improving the overall competitiveness and cost effectiveness of the Airport?

It is recognized that unforeseen changes during the planning process may require the addition of other criteria or changes in the selected criteria.

8.5. Selection of the Preferred Alternative

In this task, the CONSULTANT along with input from airport management and stakeholders (as defined in Task 10) will select the preferred development alternative to be included in the overall recommended plan and ALP Drawing Set for the Airport. The recommended plan will be described by identifying the facilities for each functional area of the Airport, within each time frame. The recommended facilities will be described in relation to their quantity, general location, and timing of required development. The optimum configuration will be developed to accommodate the demand for air transportation in the area, considering community compatibility, environmental considerations, cost, funding, and financial feasibility. The type and location of each airport improvement will be set forth in terms of the planning activity levels identified in the aviation demand forecasts, as well as the following three time periods:

Short-Term:	2026 – 2030
Intermediate-Term:	2031 – 2035
Long-Term:	2036 – 2045

The preferred development alternative will be the basis for phasing and cost estimating.

8.6. Draft and Final Alternatives Chapters

At the conclusion of Task 8, a Draft Alternatives Chapter will be drafted, compiled, and delivered by the CONSULTANT. The Draft Alternatives Chapter will consist of a written report summarizing the findings of Tasks 8.1 through 8.5 in tabular, text, and figure format. The chapter will be submitted electronically to the SPONSOR, FAA, and NHDOT for review. Two (2) rounds of revisions are anticipated.

9. Implementation Plan

The purpose of this task is to develop necessary components for implementation of the preferred development plan including project phasing and order of magnitude estimates of construction costs. Utilizing this data, develop an updated ACIP and draft ALP Drawing Set for review and comment prior to finalizing the PROJECT and ALP in Task 11.

9.1. Project Phasing

Refinement and final development of project phasing for the preferred development alternative will be completed by the CONSULTANT. Phasing will be based on the schedule of improvements necessary to: meet the anticipated demand, accommodate existing or potential development opportunities, and/or maintain the greatest amount of development flexibility within the site.

The phasing plan will be developed to assign each project to a planning period (short-, intermediate-, or long-term). Each project in the short-term period will be individually described in sufficient detail to describe the nature and purpose of the project, identify potential conflicts with other projects, and identify projects that must occur to enable completion. For the medium- and long-term time periods, the project staging will consist of a list of required projects, but without the level of implementation detail provided in the short term.

This task includes one (1) one (1)-hour virtual meeting of two (2) CONSULTANT staff with the SPONSOR to discuss and agree upon project phasing.

9.2. Order of Magnitude Estimates

Rough order of Magnitude (ROM) Cost estimates of facility requirements that are eligible for FAA, based on current dollars, will be prepared for the first five-year period (0-5 years); a more generalized cost breakdown will be prepared for Year 6 through Year 10 period; and a facility breakdown with costs will be prepared for Year 11 through Year 20 period. These facility requirements could include such items as the terminal, runways, taxiways, aprons, hangars, access roads, perimeter roads, safety areas, lighting and signing, fencing, buildings and hangars, auto parking, airport maintenance, fuel facilities, among others as appropriate. Conceptual planning-level facility costs will be prepared using unit prices prorated by the size of the particular facility tempered with engineering judgment considerations. Cost estimates, while very accurately prepared and presented, are intended to be used for planning purposes only and are not to be construed as formal opinions of probable construction cost.

9.3. Draft and Final Implementation Plan Chapters

At the conclusion of Task 9, a Draft Implementation Plan Chapter will be compiled and delivered by the CONSULTANT. The Draft Implementation Plan Chapter will consist of a written report summarizing the findings of Tasks 9.1 through 9.2 in tabular, text, and figure format. The chapter will be submitted electronically to the SPONSOR, FAA, and NHDOT for review. Two (2) rounds of revisions are anticipated.

10. Public Participation and Meetings

This task will establish communications framework for the airport tenants, general public, airport staff, and the CONSULTANT team throughout the PROJECT process. The purpose of this task is to allow for technical review of interim, draft and final documents, solicit comments and input on study progress and to engage the public through participation in the planning process. Although identified as a discrete task, these elements will occur at key times throughout the project.

Stakeholder outreach and input is an important part of enhancing the planning process. FAA AC 150/5070-6B, *Airport Master Plans*, and FAA AC 150/5050-4, *Citizen Participation in Airport Planning* provide guidance for effective techniques to engage the public and other airport stakeholders in the planning process. Development of a Public Involvement Program will begin at the earliest stages of the planning process to identify stakeholders and key issues, and will include the following features:

- Stakeholder engagement
- Public information meetings
- Airport Committee and Airport Board meetings
- Coordination meeting

Meetings will be conducted in person whenever possible.

10.1. Stakeholder Engagement

The stakeholder engagement process will establish the communication platforms to be used throughout the process between the project team, SPONSOR, tenants, users, city, regional stakeholders, and general public. Communication platforms will include maintaining e-mail and contact information from meetings, distributing meeting minutes, planning and public notification of project meetings, and establishing the project website.

A single location for project and process related documents is needed. A project website is proposed that includes airport and project related graphics, public meeting information, a project schedule, and in progress copies of the working documents and chapters for the project documents. Additionally, a specific email address will be provided for the public to submit comments.

The SPONSOR will provide a location on its website to host this site. CONSULTANT will provide information for upload to the SPONSOR contact in charge of updating the website (after SPONSOR provides approval of documents to be uploaded). The CONSULTANT, in collaboration with the SPONSOR, will maintain and update the website as it is integrated into the PROJECT process.

10.2. Public Information Meeting

One (1) Public Information Meeting will be held during to provide information in a workshop format and to solicit comments from the general public. The workshop will be held virtually late in the afternoon/early evening for a typical period of 2-3 hours. Representatives of the SPONSOR and CONSULTANT will staff (up to two (2) people who may include subconsultants) the workshop session during the entire period to talk individually with citizens about the project. This task

includes preparation for the meetings (coordination of a date/time, presentation and figures including one round of revisions, agendas), and debrief.

The CONSULTANT will prepare presentation materials to post to the PROJECT website in advance so that citizens can become familiar with the project and issues relative to the PROJECT. Citizen comment forms will be prepared and be made available on the PROJECT website. The CONSULTANT will prepare advertisements for the meetings and coordinate the SPONSOR's timely and robust publication of advertising for community notifications at least two weeks prior to the meeting. The public meetings will be the only forum for citizens and nearby landowners as it related to the PROJECT process, any additional landowner/neighborhood coordination and consultation will result in a modified scope.

The content of the public meetings will be generally summarized as:

- Public Meeting 1: Inventory, Forecasts, Environmental Inventory, and Facility Requirements, Preliminary Alternatives.

10.3. Airport Committee and Airport Board Meetings

It is anticipated that CONSULTANT will attend one (1) Airport Committee meeting and one (1) Airport Authority Board meeting. These meetings will be attended in person by one (1) CONSULTANT staff. Both meetings are assumed to be open to the public. Formal presentations will be prepared ahead of time to be distributed to each group at least two (2) weeks prior to the meetings.

10.4. Coordination Meeting

During the course of the project there will be one (1) coordination meeting with representatives from the FAA New England Region Airports Division, SPONSOR, and NHDOT. This virtual meeting is anticipated to be one (1) hour long and attended by two (2) CONSULTANT staff. The goal of this meeting will be to achieve concurrence on recommended development with FAA regional planning, environmental, and engineering staff.

11. ALP Drawing Set

The purpose of this task is to finalize the PROJECT based upon the review and comments of SPONSOR and funding agencies.

The ALP Drawing Set will be finalized based upon comments received. The resulting report and ALP Drawing Set will be submitted to the Airport, the FAA, and NHDOT for approval and signature. A brief explanation of each of the drawings comprising the ALP Drawing Set follows.

11.1. Existing Airport Layout Plan

The CONSULTANT will prepare a Drawing depicting the current airport layout in accordance with the attached SOP 2.0 Checklist.

11.2. Airport Layout Plan

The CONSULTANT will prepare an Airport Layout Plan in accordance with industry and FAA guidelines. The drawings will depict those features as indicated on the attached SOP 2.0 Checklist.

11.3. Terminal Area Plan(s)

The CONSULTANT will prepare a maximum of two (2) Terminal Area Plans indicating existing and recommended future uses and development for the passenger terminal, general aviation areas, tenant areas, and ground access and vehicle and aircraft parking. The drawing will include those features as indicated on the attached SOP 2.0 Checklist.

11.4. Airport Airspace Plan

The CONSULTANT will prepare an Airport Airspace Plan for existing and ultimate CFR Part 77 imaginary surfaces, including approach slopes and height or slope protection established by local zoning ordinance. The drawing will include those features as indicated on the attached SOP 2.0 Checklist.

11.5. Inner Portion of the Approach Surface Drawing(s)

The CONSULTANT will prepare an Inner Approach Surface and Runway Protection Zone Control Drawing including plan and profile sections of the ultimate runway protection zones and inner approach surface areas showing the controlling obstructions therein, associated top elevations and proposed disposition. The drawing(s) will include those features as indicated on the attached SOP 2.0 Checklist, such as the Runway End Siting Surface and CFR Part 77 Surfaces.

11.6. Runway Departure Surfaces Drawings

The CONSULTANT will prepare Runway Departure Surface Drawings including the depiction of the Departure Surface as identified in AC 150/5300-13B, Table 3-5 for both ends of Runway 16/34. These drawings will be prepared using obstruction and obstacle data gathered during the aeronautical survey effort within the mapping area and derived from the FAA's published ADIP outside of the mapping area. The CONSULTANT will give special emphasis to the identification of obstructions that penetrate the departure surface by more than 35 feet. The PROJECT will provide recommendations for obstruction removal based on the findings from these drawings. The drawing will include those features as indicated on the attached SOP 2.0 Checklist.

11.7. Airport Land Use Plan

The Airport Land Use Plan will indicate specific airport uses and show off-airport compatible and non-compatible land uses. The drawing will depict noise contours from the 2014 noise update. No new noise contours will be created as part of this project. The drawing will include those features indicated on the attached SOP 2.0 Checklist.

11.8. Exhibit 'A' Airport Property Inventory Map

No new Exhibit 'A' Property Inventory Map (Exhibit A) will be created. The existing 2010 Exhibit A will be attached to the ALP Drawing Set that will be prepared as part of this PROJECT. No changes will be made to this drawing and no additional research or studies (such as a metes and bounds study) will be conducted.

12. Deliverables

12.1. Draft ALP with Narrative Report

At the conclusion of Task 10, the Draft ALP with Narrative Report will be compiled, and delivered by the CONSULTANT. The Draft Report will consist of a written report summarizing the findings of Tasks 1-10 in tabular, text, and figure format as well as creating cover and divider pages, tables and lists of content, and formatting. The Draft Report will be submitted electronically to the SPONSOR, FAA, and NHDOT for review. One (1) round of revisions is anticipated.

12.2. Final ALP with Narrative Report

The Final ALP with Narrative Report will be prepared by the CONSULTANT and incorporate comments provided to the Draft ALP with Narrative Report. The Final ALP with Narrative Report will consolidate supporting documentation and findings developed throughout the course of the study process. The Final Report will be prepared by the CONSULTANT in standard 8½" x 11" format with 11" x 17" fold-out exhibits. The Final Report will be submitted to the SPONSOR, FAA, and NHDOT. The ALP Drawing Set will be prepared on compatible electronic media for use in preparing reports, exhibits, and presentation materials. An electronic copy of the Final Report in PDF format will be provided to the SPONSOR, FAA, and NHDOT.

12.3. Draft ALP Drawing Set

Based upon the results of Task 8 (Focused Alternatives) and input from airport management, the FAA, and NHDOT a draft ALP Drawing Set and associated narrative will be prepared by the CONSULTANT. The Draft Narrative Plan and ALP Drawing Set will be prepared in accordance with

FAA requirements and will use the SOP 2.0 Checklist (Attachment B). This task will include the preparation of ALP Drawings listed in Tasks 11.1 through 11.7.

Only electronic (PDF) copies of the Draft ALP Drawing Set will be prepared by the CONSULTANT for distribution and review to SPONSOR, FAA, and NHDOT. One (1) round of revisions is anticipated.

12.4. Final ALP Drawing Set

CONSULTANT will upload revised the ALP Drawing Set as well as the filled in SOP 2.0 Checklist to FAA's Obstruction Evaluation/Airport Airspace Analysis (OEAAA) portal for formal review.

Once approved:

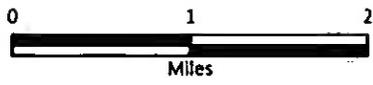
- The updated/final ALP Drawing Set will be sent to SPONSOR, FAA, and NHDOT for electronic signature.
- Three (3) printed and bound copies of the signed Final ALP Drawing Set will be prepared by the CONSULTANT to the Airport who will distribute them. It is anticipated that drawings will be prepared on oversize (22" x 34") sheets, as approved by the Airport and FAA. Copies of all drawing sheets in PDF as well as AutoCAD drawing and reference files for each of the sheets will be delivered to the Airport.
- One digital PDF copy of the signed final ALP will be distributed to the SPONSOR, FAA, and NHDOT by the CONSULTANT.

ATTACHMENT A



**OBSTRUCTION MAPPING
BOUNDARIES
589 ACRES.**

K:\Pease Development Authority\3 Draw\GIS Data\Mapping.mxd



Portsmouth International Airport at Pease
Portsmouth / Newington, New Hampshire

MAPPING FIGURE

SCALE: 1" = 1 Miles	DATE: FEBRUARY 2025	FIGURE: 1
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 **McFARLAND JOHNSON**

ATTACHMENT B

Effective Date: October 1, 2013

ARP SOP No. 2.00

A.1. Narrative Report

Narrative Report					
Item	Instructions	Sponsor/Consultant			FAA
		Yes	No	N/A	
A. Executive Summary – A concise summary of the findings/ recommendations of the master planning effort or changes to the ALP. This should include a description of planned projects, an implementation plan/timeline, and identification of benchmarks or actions that will be conducted to either verify the original planning assumptions or proceed with project implementation.	<p>From AC 150/5070-6, Section 202: An accompanying ALP Narrative Report should explain and document those changes and contain at least the following elements:</p> <ul style="list-style-type: none"> - Basic aeronautical forecasts. - Basis for the proposed items of development. - Rationale for unusual design features and/or modifications to FAA Airport Design Standards. - Summary of the various stages of airport development and layout sketches of the major items of development in each stage. - An environmental overview to document environmental conditions that should be considered in the identification and analysis of airport development alternatives and proposed projects. 	✓			
1. Identify Projects along with description		✓			
2. Create a Timeline for each Project		✓			
3. Identify and List:					
a. Proposed Projects (e.g., Hangar development)		✓			
b. Milestones/ Triggering Events (e.g., 1. All hangars are full, 2. There is a waiting list long enough to fill a new development, 3. Hangars have reached their useful life, etc.)		✓			
c. Action Items/Next Steps (e.g., 1. Maintain log and gather data, 2. Discuss plan with ADO, 3. Coordinate with ADO regarding potential for inclusion in FAA ACIP (Airports Capital Improvement Program), 4. Identify funding sources.)		✓			
d. Funding Plan		Capital Improvement Plan for the forecast horizons. See AC 150/5070-6, Chapter 11. Only a rough, order-of-magnitude report is needed in the executive summary.	✓		

Narrative Report					
Item	Instructions	Sponsor/Consultant			FAA
		Yes	No	N/A	
B. Basic aeronautical forecasts (0-5, 6-10, 11-20 years): Basic aeronautical forecasts (0-5, 6-10, 11-20 years):	Forecasts of future levels of aviation activity as approved by the FAA. These projections are used to determine the need for new or expanded facilities. See AC 150/5070-6, Chapter 7.				
1. Total annual operations	Total local and itinerant aircraft operations at the airport.	✓			
2. Annual itinerant operations by all aircraft	Itinerant operations by aircraft that leaves the local airspace, generally 25 miles or more from the airport. See AC 150/5070-6, Chapter 7, Section 702.a. and Figure 7-2.	✓			
3. Annual itinerant operations by current critical aircraft		✓			
4. Annual itinerant operations by future critical aircraft		✓			
5. Number of based aircraft	Aircraft that use the subject airport as a home base, i.e., have hangar or tie-down space agreements. See AC 150/5070-6, Chapter 7, Section 702.a. and Figure 7-2.	✓			
6. Annual instrument approaches	Number of instrument approaches expected to be executed during a 12-month period. See AC 150/5070-6, Chapter 7, Section 702.a. and Figure 7-2.	✓			
7. Number of enplanements	See AC 150/5070-6, Chapter 7, Section 702.a. and Figure 7-2.	✓			

Narrative Report					
Item	Instructions	Sponsor/Consultant			FAA
		Yes	No	N/A	
8. Critical Aircraft (also referred as "design aircraft" or "critical design aircraft")	The critical aircraft is the most demanding aircraft identified in the forecast that will use the airport. Federally funded projects require that the critical aircraft will make substantial use of the airport in the planning period. Substantial use means either 500 or more annual itinerant operations or scheduled service. The critical aircraft may be a single aircraft or a composite of the most demanding characteristics of several aircraft. Provide the aircraft, AAC, and ADG. (e.g. Boeing 737-400, C-III) See AC 150/5300-13A, Paragraph 105(b) and FAA Order 5090.3C, 3-4.	✓			
9. Runway Design Code (RDC)	Describe the RDC for each runway. For the purpose of airport geometric design, each runway will contain a RDC which signifies the design standards to which the runway is to be built. The RDC consists of three parameters: Aircraft Approach Category (AAC), Airplane Design Group (ADG) and the approach visibility minimums. These parameters represent the aircraft that are intended to be accommodated by the airport, regardless of substantial use. See AC 150/5300-13A, Paragraph 105(c).	✓			
10. Runway Reference Code (RRC)	Describe the RRC for each runway. The RRC describes the current operational capabilities of a runway where no special operating procedures are necessary. The RRC consists of the same three components as the RDC, but is based on planned development and has no operational application. See AC 150/5300-13A, Paragraph 318.			✓	
C. Alternatives/Proposed Development		✓			

Narrative Report					
Item.	Instructions	Sponsor/Consultant.			FAA
		Yes	No	N/A	
11. Explanation of proposed development items	Specific projects can be described as project listings on a master table, on individual project data sheets, or in projects booklets.	✓			
12. Discuss near-term and future Approach Procedure Requirements or effects (e.g., LPV, Circling, etc.)	Based on existing or forecast usage. See FAA Order 7400.2, Figures 6-6-3 and 6-3-9.	✓			
13. Navigational Aids or Other Equipment Needs (e.g., Approach Lights, Wind Cones, AWOS, etc.)	The need for new or additional navigational aids is a function of the fleet mix, the percentage of time that poor weather conditions are present, and the cost to the users of not being able to use the airport while it is not accessible.	✓			
14. Wind coverage. Is it adequate for existing and future runway layouts? Has wind data been updated?	This analysis determines if additional runways are needed to provide the necessary wind coverage. Reference AC 150/5300-13A, Appendix 2 for guidance on wind coverage analysis techniques.	✓			
D. Modification to Standards.	Any approved nonconformance to FAA standards, other than dimensional standards for RSAs and OFZs, require FAA approval. A description of all approved modification to standards shall be provided. See AC 150/5300-13A, Paragraph 106(b) and FAA Order 5300.1.	✓			
E. Obstruction Surfaces (14 CFR Part 77 and Threshold Siting Surface)	Reference 14 CFR Part 77 and AC 150/5300-13A, Paragraph 303.	✓			
F. Runway Protection Zone	A description of any incompatible land uses inside the RPZ shall be provided. Prior to including new or modified land use in the RPZ, the Regional and ADO staff must consult with the National Airport Planning and Environmental Division, APP-400. This policy is exempt from existing land uses in the RPZ. See AC 150/5300-13A, Paragraph 310 and FAA memorandum dated September 27, 2012.	✓			

Narrative Report					
Item	Instructions	Sponsor/Consultant			FAA
		Yes	No	N/A	
G. Development summary (including sketches, schedules, and cost estimates) for stages of construction for: Development summary (including sketches, schedules, and cost estimates) for stages of construction for:	Documentation provided should include any electronic spreadsheets and files to facilitate in modifying the financial plan on an as-needed basis.				
15. Development Projects Completed Since Last ALP		✓			
16. 0-5 years		✓			
17. 6-10 years		✓			
18. 11-20 years		✓			
H. Shadow or line-of-sight study for towered airports (negative or positive statements are required).	Reference FAA Order 6480.4. This can be from the Airway Facilities Tower Integration Laboratory (AFTIL) or simpler GIS-generated studies.		✓		
I. Letters of coordination with all levels of government, as needed.	Affected private and/or governmental groups, agencies, commissions, etc., that may have input on the plans. See AC 150/5070-6, Chapter 3.	✓			
J. Wildlife Hazard Management Issues Review (in narrative).	Reference AC 150/5200-33.		✓		
K. Preliminary Identification of Environmental Features	Potential or known features only. Further environmental analysis will be necessary. Reference FAA Order 5050.4B. Begin framework for NEPA analysis.				
19. Major airport drainage ditches		✓			
20. Wetlands		✓			
21. Flood Zones		✓			
22. Historic or Cultural features			✓		
23. Section 4(f) features			✓		

Narrative Report					
Item	Instructions	Sponsor/Consultant			FAA
		Yes	No	N/A	
24. Flora/Fauna			✓		
25. Natural Resources			✓		
26. Etc. (other features identified in Order 5050.4B)			✓		
L. Note Action Items from Runway Safety Program Office	List and note status of items from Runway Safety Program Office or Runway Safety Action Plan.	✓			
M. Declared Distance (DD)	The narrative on declared distances is used to aid in understanding the maximum distances available and suitable for meeting takeoff, rejected takeoff, and landing distances performance requirements for turbine powered aircraft. The narrative shall also provide clarification on why declared distances have been implemented. Declared distances data must be listed for all runway ends. The TORA, TODA, ASDA, and LDA will be equal to the runway length in cases where a runway does not have displaced thresholds, stopways, or clearway, and have standard RSAs, ROFAs, RPZs, and TSS. Reference AC 150/5300-13A, Paragraph 323.	✓			
Remarks					

A.2. Title Sheet

- The scale of the Title Sheet should be developed to include the items listed below.
- The minimum size for the final drawing set is 22" X 34" (ANSI D) and 24" X 36" (ARCH D). Coordinate use of 34" x 44" (ANSI E) and 26" X 48" (ARCH E) with FAA. Color drawings may be acceptable if they are still usable if reproduced in grey scale.

Title Sheet					
Item	Instructions	Sponsor/Consultant			FAA
		Yes	No	N/A	
A. Title and revision blocks	Each drawing in the Airport Layout Plan drawing set shall have a Title and Revision Block. For drawings that have been updated, e.g., as-builts, the revision block should show the current revision number and date of revision.	✓			
B. Airport sponsor approval block	Provide an approval block for the sponsoring authority's representative to sign. Include space for name, title, and date.	✓			
C. Date of ALP (date the airport sponsor signs the ALP)	The month and year of signature prominently shown near the title.	✓			
D. Index of sheets (including revision date column)	Airport Layout Drawing, Airport Airspace Drawing, Inner Portion of the Approach Surface Drawing, Terminal Area Drawing, Land Use Drawing, Airport Property Map, Airport Departure Surface, etc.	✓			
E. State Aeronautics Agency Approval Block (as needed)	Provide an approval block for the sponsoring authority's representative to sign. Include space for name, title, and date.	✓			
F. State outline with county boundaries. County in which airport is located should be highlighted.	Provide as needed.	✓			
G. Location map (general area)		✓			
H. Vicinity map (specific airport area)		✓			
Remarks					

A.3. Airport Data Sheet

- For smaller airports, some of the ALP sheets may be combined if practical and approved FAA.

Airport Data Sheet					
Item	Instructions	Sponsor/Consultant			FAA
		Yes	No	N/A	
A. Title and Revision Blocks	Each drawing in the Airport Layout Plan drawing set shall have a Title and Revision Block. For drawings that have been updated, e.g., as-builts, the revision block should show the current revision number and date of revision.	✓			
B. Wind Rose (all weather and IFR) with appropriate airport reference code and runway orientation depicted, crosswind coverage, and combined coverage, source of wind information and time period covered (for IFR runways applicable minimums should be included):	Assembly and analysis of wind data to determine ultimate runway orientation and also provides the operational impact of winds on existing runways. If instrument procedures are present or will be requested then both all-weather and instrument meteorological condition wind roses are required. See AC 150/5300-13A, Appendix 2.	✓			
1. 10.5, 13, 16, 20 knots wind rose (based on appropriate airport reference code)	When a runway orientation provides less than 95 percent wind coverage for any aircraft forecasted to use the airport on a regular basis, a crosswind runway is recommended. The 95 percent wind coverage is computed on the basis of the crosswind not exceeding 10.5 knots for Airport Reference Codes A-I and B-I, 13 knots for Airport Reference Codes A-II and B-II, 16 knots for Airport Reference Codes A-III, B-III, and C-I through D-III, and 20 knots for Airport Reference Codes A-IV through D-VI. See also AC 150/5300-13A, Paragraph 302(c)(3) and AC 150/5300-13A, Appendix 2.	✓			
2. Percentage of wind coverage/crosswind		✓			
3. Source of data	Wind data may be obtained from NOAA at http://www.ncdc.noaa.gov/ Reference AC 150/5300-13A, Appendix 2, Paragraph A2-5 and A2-6.	✓			

Airport Data Sheet					
Item	Instructions	Sponsor/Consultant			FAA
		Yes	No	N/A	
4. Age of data (last 10 consecutive years of data with most current data no older than 10 years)	Data must be from the latest 10-year period from the reporting station closest to the airport. Reference AC 150/5300-13A, Appendix 2, Paragraph A2-5.	✓			
C. Airport Data Table					
1. ARC for Airport	List the Airport Reference Code (ARC) for airport. 5300-13AARC is an airport designation that signifies the airport's highest Runway Design Code (RDC), minus the third (visibility) component of the RDC. Reference AC 150/5300-13A.	✓			
2. Mean maximum temperature of hottest month	List the mean maximum temperature and the hottest month for the airport location as listed in "Monthly Station Normals of Temperature, Precipitation, and Heating and Cooling Degree-Days" (Climatology of the United States No. 81). See AC 150/5325-4, 506.b.	✓			
3. Airport elevation (highest point of the landing areas, nearest 0.1 foot) – using North American Vertical Datum of 1988 (NAVD88)	List the Airport Elevation, the highest point on an airport's usable runway expressed in feet above mean sea level (MSL). Use NAVD88. Reference AC 150/5300-13A, Paragraph 102(g) All elevations shall be in NAVD88. A note shall be put on the Airport Layout Drawing that denotes that the NAVD88 vertical control datum was used.	✓			
4. Airport Navigational Aids, including ownership (NDB, TVOR, ASR, Beacon, etc.)	List the electronic aids available at the airport.	✓			

Airport Data Sheet					
Item	Instructions	Sponsor/Consultant			FAA
		Yes	No	N/A	
5. Airport reference point coordinates, nearest second (existing, future if appropriate, and ultimate) - NAD83	List the Airport Reference Point, the latitude and longitude of the approximate center of the airport. Use the North American Datum of 1983 (NAD83) coordinate system. See AC 150/5300-13A, Paragraph 207. All latitude/longitude coordinates shall be in NAD83. A note shall be put on the Airport Layout Drawing that denotes that the NAD83 coordinate system was used.	✓			
6. Miscellaneous facilities (taxiway lighting, lighted wind cone(s), AWOS, etc.) [Including type/model and any facility critical areas]	List any other facilities available at the airport.	✓			
7. Airport Reference Code and Critical Aircraft (existing & future)	List the existing and ultimate Airport Reference Code and Critical Aircraft, the most demanding aircraft identified in the forecast that will use the airport. Federally funded projects require that critical design airplanes have at least 500 or more annual itinerant operations at the airport (landings and takeoffs are considered as separate operations) for an individual airplane or a family grouping of airplanes. See AC 150/5325-4, 102.a.(8) and AC 150/5070-6, 702.a. Indicated dimensions for wingspan and undercarriage, along with approach speed.	✓			
8. Airport magnetic variation, date and source	Magnetic declination may be calculated at http://www.ngdc.noaa.gov/geomag-web/#declination . This model is using the latest World Magnetic Model which has an Epoch Year of 2010. See FAA Order 8260.19, "Flight Procedures and Airspace," Chapter 2, Section 5, for further information.	✓			
9. NPIAS service level (GA, RL, P, CS, etc.)	See FAA Order 5090.3C.	✓			

Airport Data Sheet					
Item	Instructions	Sponsor/Consultant			FAA
		Yes	No	N/A	
10. State equivalent service role	As applicable pursuant to State Aviation Department System Plan.	✓			
D. Runway Data Table	The Runway Data Table should show information for both existing and ultimate runways.				
1. Runway Identification (Include identifying runways that are "utility")	A column for each runway end should be present. List the runway end number and if pavement strength is less than 12,500 pounds (single-wheel), then note as utility.	✓			
2. Runway Design Code (RDC)	5300-13A The first component, depicted by a letter, is the AAC and relates to aircraft approach speed (operational characteristics). The second component, depicted by a Roman numeral, is the ADG and relates to either the aircraft wingspan or tail height (physical characteristics); whichever is more restrictive. The third component relates to the visibility minimums expressed by RVR values in feet of 1200, 1600, 2400, and 4000. List the RDC for each runway. See AC 150/5300-13A, Paragraph 105(c).	✓			
3. Runway Reference Code (RRC)	The RRC describes the current operational capabilities of a runway where no special operating procedures are necessary. Like the RDC, it is composed of three components: AAC, ADG, and visibility minimums. List the RRC for each Runway. See AC 150/5300-13A, Paragraph 318.	✓			
4. Pavement Strength & Material Type	Indicate the runway surface material type, e.g., turf, asphalt, concrete, water, etc.				
a. Strength by wheel loading	List the existing and ultimate design strength of the landing surface. See AC 150/5320-6, Chapter.3.	✓			
b. Strength by PCN	See AC 150/5335-5.	✓			

Airport Data Sheet					
Item	Instructions	Sponsor/Consultant			FAA
		Yes:	No	N/A	
c. Surface treatment	Note any surface treatment: grooved, PFC, etc.	✓			
5. Effective Runway Gradient (%) Author to note maximum grade within runway length. Note to included statement that the runway meets line of sight requirements	List the maximum longitudinal grade of each runway centerline. See AC 150/5300-13A, Paragraph 313.	✓			
6. Percent (%) Wind Coverage (each runway)	List the percent wind coverage for each runway for each Aircraft Approach Category. See AC 150/5300-13A, Appendix 2.	✓			
7. Runway dimensions (length and width)	Dimensions determined for the Critical Design Aircraft by using graphical information in AC 150/5325-4.	✓			
8. Displaced Threshold	Provide the pavement elevation of the runway pavement at any displaced threshold. See AC 150/5300-13A, Paragraph 303(2).	✓			
9. Runway safety area dimensions (actual existing and design standard)	List the existing and ultimate dimensions of the Runway Safety Area (RSA). See AC 150/5300-13A, Paragraph 307.	✓			
10. Runway end coordinates (NAD83) (include displaced threshold coordinates, if applicable) to the nearest 0.01 second and 0.1 foot of elevation.	Show the latitude and longitude of the threshold center and end of pavement (if different) to the nearest .01 of a second and 0.1 foot of elevation.	✓			
11. Runway lighting type (LIRL, MIRL, HIRL)	List the existing and ultimate type of runway lighting system for each runway, e.g., Reflectors, Low Intensity Runway Lighting (LIRL), Medium Intensity Runway Lighting (MIRL), or High Intensity Runway Lighting (HIRL). LIRLs will typically not be shown for new systems. See AC 150/5340-30, Ch. 2.	✓			

Airport Data Sheet					
Item	Instructions	Sponsor/Consultant			FAA
		Yes	No	N/A	
12. Runway Protection Zone (RPZ) Dimensions	List the existing and ultimate Runway Protection Zone (RPZ) dimensions. See AC 150/5300-13A, Paragraph 310. Prior to including new or modified land use in the RPZ, the Regional and ADO staff must consult with the National Airport Planning and Environmental Division, APP-400. This policy is exempt from existing land uses in the RPZ. See AC 150/5300-13A, Paragraph 310 and FAA memorandum dated September 27, 2012.	✓			
13. Runway marking type (visual or basic, non-precision, precision)	Indicate the existing and ultimate pavement markings for each runway. See AC 150/5340-1, Section 2.	✓			
14. 14 CFR Part 77 approach category (50:1; 34:1; 20:1) Existing and Future	List the existing and ultimate approach surface slope. See FAA Order 7400.2, Figures 6-6-3 and 6-3-9.	✓			
15. Approach Type (precision, non-precision, visual)	List the existing and ultimate Part 77 Approach Use Types. See FAA Order 7400.2, Figures 6-6-3 and 6-3-9.	✓			
16. Visibility minimums (existing and future)	List the existing and ultimate visibility minimums for each runway. See AC 150/5300-13A, Table 1-3.	✓			
17. Type of Aeronautical Survey Required for Approach (Vertically Guided, not Vert. Guided)	List the type of aeronautical survey required for the visibility minimums given. See AC 150/5300-18, Section 2.7 and AC 150/5300-13A, Table 3-4 and Table 3-5.	✓			
18. Runway Departure Surface (Yes or N/A)*	Determine applicability of 40:1 Departure Obstacle Clearance Surface (OCS) as defined in Paragraph 303(c) of AC 150/5300-13A.	✓			

Airport Data Sheet					
Item	Instructions	Sponsor/Consultant			FAA
		Yes	No	N/A	
19. Runway Object Free Area	List the existing and ultimate dimensions of the Runway Object Free Area (OFA). See AC 150/5300-13A, Paragraph 309. Objects non-essential for air navigation or aircraft ground maneuvering purposes must not be placed in the ROFA, unless a modification to standard has been approved.	✓			
20. Obstacle Free Zone	The OFZ clearing standard precludes aircraft and other object penetrations, except for frangible NAVAIDs that need to be located in the OFZ because of their function. Modification to standards does not apply to the OFZ. List the Runway OFZ, Inner-approach OFZ, Inner-transitional OFZ, and Precision OFZ if applicable.	✓			
21. Threshold siting surface (TSS)	List the existing and ultimate threshold siting surface (i.e. approach and departure surfaces). Identify any objects penetrating the surface. If none, state "No TSS Penetrations". Reference AC 150/5300-13A, Paragraph 303.	✓			
22. Visual and instrument NAVAIDs (Localizer, GS, PAPI, etc.)	List the existing and ultimate visual navigational aids serving each runway.	✓			
23. Touchdown Zone Elevation	List the highest runway centerline elevation in the existing and ultimate first 3000 feet from landing threshold. See FAA Order 8260.3, Appendix 1.	✓			
23. Taxiway and Taxilane width	List the existing and ultimate width of the taxiways and taxilane. Reference AC 150/5300-13A, Paragraph 403 and Table 4-2.	✓			
24. Taxiway and Taxilane Safety Area dimensions	List the existing and ultimate taxiway and taxilane safety area dimensions. Reference AC 150/5300-13A, Paragraph 404(c) and Table 4-1.	✓			

Airport Data Sheet					
Item	Instructions	Sponsor/Consultant			FAA
		Yes	No	N/A	
25. Taxiway and Taxilane Object Free Area	List the existing and ultimate taxiway and taxilane object free area dimensions. Reference AC 150/5300-13A, Paragraph 404(b) and Table 4-1.	✓			
26. Taxiway and Taxilane Separation	List any objects located inside the Taxiway/Taxilane Safety Area and Taxiway/Taxilane Object Free Area. Also provide the distance from the taxiway/taxilane centerline to the fixed or movable object. Reference Paragraph 404(a) and Table 4-1.	✓			
27. Taxiway/Taxilane lighting	List the existing and ultimate type of taxiway lighting system, e.g., Reflectors, Low Intensity Taxiway Lighting (LITL), Medium Intensity Taxiway Lighting (MITL), or High Intensity Taxiway Lighting (HITL). LITLs will typically not be shown for new systems. See AC 150/5340-30, Chapter 4.	✓			
28. Identify the vertical and horizontal datum	All latitude/longitude coordinates shall be in North American Datum of 1983 (NAD 83). A note shall be put on the Airport Layout Drawing that denotes that the NAD 83 coordinate system was used. All elevations shall be NAVD88. A note shall be put on the Airport Layout Drawing that denotes that the NAVD88 vertical control datum was used.	✓			
E. Modification to Standards Approval Table (if applicable, a separate written request, including justification, should accompany the modification to standards). Show: Approval Date/ Airspace Case No. / Standard to be Modified / Description	Provide a table to list all FAA approved Modifications to Standards. See AC 150/5300-13A, Paragraph 106(b), and FAA Order 5300.1. List "None Required" on the table if no Modifications have yet been proposed or approved.	✓			

Airport Data Sheet					
Item	Instructions	Sponsor/Consultant			FAA
		Yes	No	N/A	
F. Declared Distances Table	Required even if Declared Distances are not in effect. Declared distances are only to be used for runways with turbine-powered aircraft. The TORA, TODA, ASDA, and LDA will be equal to the runway length in cases where a runway does not have displaced thresholds, stopways, or clearways, and have standard RSAs, ROFAs, RPZs, and TSS. Reference AC 150/5300-13A, Paragraph 323.				
1. Take Off Run Available (TORA)	List the runway length declared available and suitable for the ground run of an airplane taking off, i.e., Take Off Run Available (TORA). The TORA may be reduced such that it ends prior to the runway to resolve incompatible land uses in the departure RPZ, and/or to mitigate environmental effects. Reference AC 150/5300-13A, Paragraph 323(d)(1).	✓			
2. Take Off Distance Available (TODA)	List the length of remaining runway or clearway (CWY) beyond the far end of the TORA ADDED TO the TORA. The resulting sum is the Take Off Distance Available (TODA) for the runway. The TODA may be reduced to mitigate penetrations to the 40:1 instrument departure surface, if applicable. The TODA may also extend beyond the runway end through the use of a clearway Reference AC 150/5300-13A, Paragraph 323(d)(2).	✓			
3. Accelerate Stop Distance Available (ASDA)	5300-13A List the length the length of runway plus stopway (if any) declared available and suitable for satisfying accelerate-stop distance requirements for a rejected takeoff. Additional RSA and ROFA can be obtained by reducing the ASDA. Reference AC 150/5300-13A, Paragraph 323(d)(3).	✓			

Airport Data Sheet					
Item	Instructions	Sponsor/Consultant			FAA
		Yes	No	N/A	
4. Landing Distance Available (LDA)	5300-13A List the length of runway declared available and suitable for satisfying landing distance requirements. The LDA may be reduced to satisfy the approach RPZ, RSA, and ROFA requirements. Reference AC 150/5300-13A, Paragraph 323(e).	✓			
G. Legend	Provide a Legend that identifies all symbols and line types used on the drawing. Lines must be clear and readable with sufficient scale and quality to discern details.	✓			
Remarks					

A.4. Airport Layout Plan Drawing

- For smaller airports, some of the ALP sheets may be combined if practical and approved by FAA.
- Two, or more, sheets may be necessary for clarity, existing and proposed. The reviewer should be able to differentiate between existing, future, and ultimate development. If clarity is an issue, some features of this drawing may be placed in tabular format. North should be pointed towards the top of the page or to the left. (scale 1"=200' to 1"=600')

Airport Layout Plan Drawing					
Item	Instructions	Sponsor/Consultant			FAA
		Yes	No	N/A	
A. Title and Revision Blocks	Each drawing in the Airport Layout Plan drawing set shall have a Title and Revision Block. For drawings that have been updated, e.g., as-builts, the revision block should show the current revision number and date of revision.	✓			
B. Space for the FAA approval stamp	Leave a blank four-inch by four-inch area for the FAA approval stamp.	✓			
C. Layout of existing and proposed facilities and features:	To assure full consideration of future airport development in 14 CFR Part 77 studies, airport owners must have their plans on file with the FAA. The necessary plan data includes, as a minimum, planned runway end coordinates, elevation, and type of approach for any new runway or runway extension. See AC 150/5300-13A, Paragraph 106.	✓			
1. True and magnetic North arrow with year of magnetic declination	Magnetic declination may be calculated at http://www.ngdc.noaa.gov/geomag-web/#declination . This model is using the latest World Magnetic Model which has an Epoch Year of 2010. See FAA Order 8260.19, "Flight Procedures and Airspace," Chapter 2, Section 5, for further information.	✓			
2. Airport reference point – locate by symbol a Lat./Long. To nearest second (existing, future, and ultimate) NAD 83	List the Airport Reference Point, the latitude and longitude of the approximate center of the airport. Use the NAD 83 coordinate system. See AC 150/5300-13A, Paragraph 207.	✓			
3. Wind cones, segmented circle, beacon, AWOS, etc.	Show as applicable pursuant to AC 150/5300-13A, Chapter 6.	✓			

Airport Layout Plan Drawing					
Item	Instructions	Sponsor/Consultant			FAA
		Yes	No	N/A	
4. Contours (showing only significant terrain differences)	Topography, budget, and future uses of the base mapping, will dictate what intervals of topographical contours to use on the maps. Topographic issues may be important in the alternatives analysis, which may require that reduced contour intervals be used. See AC 150/5070-6, 1005.	✓			
5. Elevations: All NAVD88	All latitude/longitude coordinates shall be in NAD83/NAVD88.				
a. Runway – existing, future, and ultimate ends (nearest 0.1 ft.)	Show the latitude and longitude of the threshold center and end of pavement.	✓			
b. Touchdown Zone Elevation (highest point in first 3,000 ft. of runway)	List the highest runway centerline elevation in the existing and ultimate first 3000 feet from landing threshold. See FAA Order 8260.3, Appendix 1.	✓			
c. Runway high/low points (existing and future)	For all runways identify high and low points (centerline) and provide elevation information.	✓			
d. Label runway/runway intersection elevations	Label the pavement elevation of runway intersections where the centerlines cross.	✓			
e. Displaced Thresholds (if any)	Label the pavement elevation and coordinates of the runway pavement at any displaced threshold. See AC 150/5300-13A, Paragraph 303(a)(2).	✓			
f. Roadways & Railroads (where they intersect Approach surfaces, the extended runway centerline, and at the most critical points)	Provide elevation information for the traverse ways' centerline elevation where they intersect the Part 77 Approach surfaces (existing and ultimate). Note whether this elevation is the actual elevation or the traverseway elevation plus the traverseway adjustment (23' for railways, 17' for interstate highways, 15' for other public roads, or 10' for private roads). See also 14 CFR Part 77.	✓			

Airport Layout Plan Drawing					
Item	Instructions	Sponsor/Consultant			FAA
		Yes	No	N/A	
g. Structures, Buildings, and Facilities	All buildings on the Airport Layout Drawing should be identified by an alphanumeric character. List these identifiers in a table and give a description of the building. If no Terminal Area drawing is done, also include the top of structure elevation in MSL. If any of the structures violate any airport or approach surfaces give an ultimate disposition to remedy the violation. Don't forget navigation aid shelters, AWOS/ASOS, RVRs, PAPIs, Fueling systems, REILs, etc. Also identify the structure use (hangar, FBO, crew quarters, etc.), as needed. Some lesser objects may be identified by symbols in the legend.	✓			
h. Define features to include: trees streams, water bodies, etc.	Provide information and delineate trees, streams, water bodies, etc., on or near airport property and approach surfaces.	✓			
6. Runway Details					
a. Runway Design – runway length, runway width, shoulder width, blast pad width, blast pad length, and cross wind component. (existing, future, and ultimate)	AC 150/5325-4 describes procedures for establishing the appropriate runway length. AC 150/5300-13A, Table 3-4 and Table 3-5 provides the minimum runway length. AC 150/5300-13A, Table 3-8 provides the standard dimensions of the runway width, shoulder width, blast pad width, blast pad length, and crosswind component based on RDC. Clearly denote the runway numbers at the thresholds. Show location of existing and future threshold lights.	✓			
b. Orientation – true bearing to nearest 0.01 second (and runway numbers)	Show the true bearing to the nearest .01 of a degree of the runway centerline.	✓			

Airport Layout Plan Drawing					
Item	Instructions	Sponsor/Consultant			FAA
		Yes	No	N/A	
c. End Coordinates – existing, future, and ultimate degrees, minutes, seconds (to the nearest 0.01 second)	Show the latitude and longitude of the threshold center and end of pavement (if different) to the nearest .01 of a second.	✓			
d. Runway Safety Areas (RSA) – actual, existing, future, and ultimate (including dimensions)	Show the extents of the existing and ultimate RSA 5300-13A. Reference AC 150/5300-13A, Paragraph 307.	✓			
e. Runway Object Free Areas (ROFA)	Show the extents of the existing and ultimate ROFA. Reference AC 150/5300-13A, Paragraph 309.	✓			
f. Precision Obstacle Free Zone (POFZ)	Show the extents of the existing and ultimate POFZ. Reference AC 150/5300-13A, Paragraph 308(d).	✓			
g. Obstacle Free Zone (OFZ)	Show the extents of the existing and ultimate OFZ. Reference AC 150/5300-13A, Paragraph 308.	✓			
h. Clearways and Stopways	Show any/all clearways and stopways/overruns and the markings used to denote these areas. See AC 150/5300-13A, Paragraph 311 and 312; and AC 150/5340-1, Section 2, Paragraph 14.			✓	
i. Runway Protection Zone (RPZ) - Dimensions (existing, future, and ultimate)	Show existing and ultimate RPZ. See AC 150/5300-13A, Paragraph 310. Show the existing and ultimate protective area/zone type of ownership. Identify any incompatible objects and activities inside the RPZ. Prior to including new or modified land use in the RPZ, the Regional and ADO staff must consult with the National Airport Planning and Environmental Division, APP-400. This policy is exempt from existing land uses in the RPZ. See AC 150/5300-13A, Paragraph 310 and FAA memorandum dated September 27, 2012.	✓			

Airport Layout Plan Drawing					
Item	Instructions	Sponsor/Consultant			FAA
		Yes	No	N/A	
j. 14 CFR Part 77 Approach Surfaces	Show the portion of the existing and ultimate approach surfaces that are over airport and adjacent property and identify the approach surface dimensions and slope. See FAA Order 7400.2, Figure 6-3-9.	✓			
k. Threshold Siling Criteria: Approach/Departure Surface (existing, future, and ultimate) 5300-13A	Determine and identify pursuant to AC 150/5300-13A, Paragraph 303(b) and 303(c).	✓			
l. Terminal Instrument Procedures (TERPS) surface and TERPS GQS, if applicable.	Determine and identify pursuant to AC 150/5300-13A, Paragraph 303(a)(4)(a), Table 3-4, and Table 3-5. Reference FAA Order 8260.3.	✓			
m. Navigation Aids (NAVAIDS) – PAPI, ILS, GS, LOC, ALS, MALSR, REIL, etc., (plus facility critical area's)	Show all NAVAIDS and provide clearance distances from runways, taxiways, etc. Reference AC 150/5300-13A, Chapter 6.	✓			
n. Marking – thresholds, hold lines, etc.	Show on the runway the type and location of markings, existing and ultimate. See AC 150/5340-1, Section 2.	✓			
o. Displaced threshold coordinates and elevation	Show the latitude, longitude, and the pavement elevation of the runway pavement at any displaced threshold. See AC 150/5300-13A, Paragraph 303(a)(2). 5300-13A.	✓			
p. Runway centerline separation distances	Show the runway centerline separation distances to parallel runway centerline, holding position, parallel taxiway/taxilane centerline, aircraft parking area, and helicopter touchdown pad, if applicable. Reference AC 150/5300-13A, Paragraph 321 and Table 3-8.	✓			
7. Taxiway Details	Show the taxiway centerline separation distances to parallel taxiway/taxilane centerlines, fixed or movable objects.				

Airport Layout Plan Drawing					
Item	Instructions	Sponsor/Consultant			FAA
		Yes	No	N/A	
a. Dimensions – width (existing & ultimate)	Taxiway width based on Taxiway Design Group (TDG). See AC 150/5300-13A, Table 4-2.	✓			
b. Taxiway Edge Safety Margin (TESM)	TESM dimension based on TDG. See AC 150/5300-13A, Table 4-2.	✓			
c. Taxiway Shoulder Width	Taxiway shoulder width based on TDG. See AC 150/5300-13A, Table 4-2.	✓			
b. Taxiway/Taxilane Object Free Area (TOFA)	TOFA width based on Taxiway Design Group (TDG). TOFA extend the entire length of taxiway. See AC 150/5300-13A, Table 4-1.	✓			
c. Taxiway/Taxilane Safety Area (TSA)	TSA width based on TDG. TSA extend the entire length of taxiway. See AC 150/5300-13A, Table 4-1.	✓			
d. Taxiway/Taxilane Centerline Separation from:		✓			
i. Runway centerline	Show the distance from centerline of runway to centerline of taxiway. See AC 150/5300-13A, Table 4-1.	✓			
ii. Parallel taxiway	Show the distance from centerline of taxiway to centerline of parallel taxiway. See AC 150/5300-13A, Table 4-1.	✓			
iii. Aircraft parking	Show the distance from centerline of taxiway to marked aircraft parking/tie downs. See AC 150/5300-13A, Table 4-1.	✓			
iv. Fixed or Movable Objects	Show the distance from centerline of taxiway to airport objects such as buildings, facilities, poles, etc. See AC 150/5300-13A, Table 4-1.	✓			
8. Fences (identify height)	Show the location of existing and ultimate fences and identify height.	✓			

Airport Layout Plan Drawing					
Item	Instructions	Sponsor/Consultant			FAA
		Yes	No	N/A	
9. Aprons					
a. Dimensions (square footage, dimension, or length and width)	Include dimensions of apron and distance from runway and taxiway centerlines. Apron should be sized using activity forecast and the apron design spreadsheet. See AC 150/5300-13A, Chapter 5 and FAA Engineering Brief No. 75.	✓			
b. Identify aircraft tie-down layout	Show proposed tie-down layout on the apron area. See AC 150/5300-13A, Figure A5-1, AC 20-35, and AC 150/5340-1.	✓			
c. Identify Special Use Areas (e.g., delcing or aerial application areas on or near apron)	Show as applicable and pursuant to representative ACs.	✓			
10. Roads	Label all roads.	✓			
11. Legend	Provide a Legend that identifies all symbols and line types used on the drawing. Lines must be clear and readable with sufficient scale and quality to discern details.	✓			
12. Items to be identified with distinct line types	Use distinct line types to identify different items and differentiate between existing and ultimate.				
a. NAVAID Critical Areas (Glide Slope, Localizer, AWOS, ASOS, VOR, RVR, etc.)	Show the critical area outline for all Instrument Landing System and other electronic Navigational Aids located on the airport. See AC 150/5300-13A, Chapter 6 for general guidance and FAA Order 5750.16 for critical area dimensions.	✓			
b. Building Restriction Lines 5300-13A(BRL)	The BRL is the line indicating where airport buildings must not be located, limiting building proximity to aircraft movement areas. See AC 150/5300-13A, Paragraph 213(a).	✓			
c. Runway Visibility Zone (RVZ)	Show the RVZ for the existing and ultimate airport configurations. See AC 150/5300-13A, 305(c).	✓			

Airport Layout Plan Drawing					
Item	Instructions	Sponsor/Consultant			FAA
		Yes	No	N/A	
d. Airport Property Lines and Easements (existing, future, and ultimate)	Show the airport property boundaries, including easements, for the existing and ultimate airport configurations.	✓			
13. Survey Documentation					
a. Survey Monuments (PACS/SACS, see AC 150/5300-16)	Show the location of all established survey monuments located on or near the airport property. Identify Primary and Secondary Airport Control Stations (PACS/SACS) if they exist. See AC 150/5300-16. Show the location of all section corners on or near the airport property.	✓			
b. Offsets; stations, etc.	Show as applicable.	✓			
14. Any Air Traffic Control Tower (ATCT) line of sight/shadow study areas (use separate sheet if necessary)	Reference FAA Order 6480.4.			✓	
15. General Aviation development area (e.g., fuel facilities, FBO, hangars, etc.) – greater detail can be shown on the terminal area drawing	Show as applicable.	✓			
16. Facilities and movement areas that are to be phased out, if any, are described	Show as applicable.	✓			
Remarks					

A.5. Airport Airspace Drawing

- A required drawing.
- Scale 1" = 2000' plan view, 1" = 1000' approach profiles, 1"=100' (vertical) for approach profiles.
- 14 CFR Part 77, Objects Affecting Navigable Airspace, defines this as a drawing depicting obstacle identification surfaces for the full extent of all airport development. It should also depict airspace obstructions for the portions of the surfaces excluded from the Inner Portion of the Approach Surface Drawing.

Airport Airspace Drawing					
Item	Instructions	Sponsor/Consultant			FAA
		Yes	No	N/A	
A. Title and Revision Block	Each drawing in the Airport Layout Plan drawing set shall have a Title and Revision Block. For drawings that have been updated, e.g., as-builts, the revision block should show the current revision number and date of revision.	✓			
B. Plan view (based on ultimate runway lengths) Include location of water or sewage facilities if inside horizontal surface.					
1. U.S. Geological Survey (USGS) Quad Sheet for base map	Use the most current USGS Quadrangle(s) as a base map for the airspace drawing.	✓			
2. Runway end numbers	Show the ultimate runways and runway numbers. Contact the FAA before renumbering existing runways.	✓			
3. Part 77 Surfaces (Horizontal, Conical, Transition, based on ultimate). Including elevations at the point where surfaces change.	Show the extents of the Part 77 Imaginary surfaces. For airports that have precision approach runways show balance of the 40,000' approach on a second sheet, if necessary. See 14 CFR Part 77.19.	✓			
4. 50' elevation contours on sloping surfaces (NAVD88)	Show contour lines on all sloping Part 77 imaginary surfaces. See 14 CFR Part 77.19.	✓			
5. Top elevations of penetrating objects for the inner portion of the approach surface drawing	Identify by unique alphanumeric symbol all objects beyond the Runway Protection Zones that penetrate any of the Part 77 surfaces. See 14 CFR Part 77.	✓			
6. Note specifying height restriction (ordinances/statutes)	List any local zoning restrictions that are in place to protect the airport and surrounding airspace. See AC 150/5190-4.	✓			
7. North Arrow with	Magnetic declination may be	✓			

Airport Airspace Drawing					
Item	Instructions	Sponsor/Consultant			FAA
		Yes	No	N/A	
magnetic declination and year	calculated at http://www.ngdc.noaa.gov/geomag-web/#declination . This model is using the latest World Magnetic Model which has an Epoch Year of 2010. See FAA Order 8260.19, "Flight Procedures and Airspace." Chapter 2, Section 5, for further information.				
C. Profile view					
1. Airport Elevation	List the Airport Elevation, the highest point on an airport's usable runway expressed in feet above mean sea level (MSL). Use NAVD88 datum. See AC 150/5300-13A, Chapter 1, Paragraph 102(g).	✓			
2. Composite Ground Profile along extended Runway Centerline (Representing the composite profile, based on the highest terrain across the width and along the length of the approach surface)	Depict the ground profile along the extended runway centerline representing the composite profile, based on the highest terrain across the width and along the length of the approach surface.	✓			
3. Significant objects (bluffs, rivers, roads, schools, towers, etc.) and elevations	Identify all significant objects (roads, rivers, railroads, towers, poles, etc.) within the approach surfaces, regardless of whether or not they are obstructions. Use the objects' same alphanumeric identifier that was used on the plan view. Identify the top elevations of all significant objects (roads, rivers, railroads, towers, poles, etc.) within the approach surfaces, regardless of whether or not they are obstructions.	✓			
4. Existing, future, and ultimate runway ends and approach slopes	Show existing and ultimate runway ends and FAR Part 77 approach surface slopes. See 14 CFR Part 77.19.	✓			
D. Obstruction Data Tables (Identify obstacles not depicted on the Inner Portion of the Approach Surface Drawing)					
1. Object identification number	Identify all significant objects (roads, rivers, railroads, towers, poles, etc.) within the approach	✓			

Airport Airspace Drawing					
Item	Instructions	Sponsor/Consultant			FAA
		Yes	No	N/A	
	<p>surfaces, regardless of whether or not they are obstructions. Use the objects alphanumeric identifier that was used on the plan view.</p> <p>Identify the top elevations of all significant objects (roads, rivers, railroads, towers, poles, etc.) within the approach surfaces, regardless of whether or not they are obstructions.</p>				
2. Description	Provide a brief description of the object, e.g., Power Pole, Cell Tower, Natural Gas Flare, etc.	✓			
3. Date of Obstruction Survey	Provide the date of latest obstruction survey.	✓			
4. Ground Surface Elevation	Provide the ground surface elevation (MSL) at the base of each object.	✓			
5. Object Elevation	List the above ground level (AGL) height and the top of object elevation (above mean sea level / AMSL / MSL) for each object.	✓			
6. Amount of surface penetration	List the surface that is penetrated and the amount the object protrudes above the surface. See 14 CFR Part 77.	✓			
7. Proposed or existing disposition of the obstruction	Provide a proposed or existing disposition of the object to remedy the penetration. See AC 70/7460-1.				
a. Proposed Disposition (existing)		✓			
b. Proposed Disposition (future)		✓			
Remarks					

A.6. Inner Portion of the Approach Surface Drawing

- A required drawing.
- Scale 1"=200' Horizontal, 1"=20' Vertical, two sheets may be necessary for clarity. Typically, the plan view is on the top half of the drawing and the profile view is on the bottom half. Views should be drawn from the runway threshold to a point on the approach slope 100 feet above the runway threshold elevation, at a minimum, or the limits of the RPZ, whichever is further.
- Drawings containing the plan and profile view of the inner portion of the approach surface to the runway and a tabular listing of all surface penetrations. The drawing will depict the obstacle identification approach surfaces contained in 14 CFR Part 77, Objects Affecting Navigable Airspace. The drawing may also depict other surfaces, including the threshold-siting surface, Glideslope Qualification Surface (GQS), those surfaces associated with United States Standards for Instrument Procedures (TERPS), or those required by the local FAA office or state agency. The extent of the approach surface and the number of airspace obstructions shown may restrict each sheet to only one runway end or approach.

Inner Portion of the Approach Surface Drawing					
Item	Instructions	Sponsor/Consultant			FAA
		Yes	No	N/A	
A. Title and Revision Block	Each drawing in the Airport Layout Plan drawing set shall have a Title and Revision Block. For drawings that have been updated, e.g., as-builts; the revision block should show the current revision number and date of revision.	✓			
B. Plan View (existing, future, and ultimate)					
1. Inner portion of approach surface	Show the area from the runway threshold out to where the ultimate approach surface slope is 100 feet above the threshold elevation.	✓			
2. Aerial photo for base map	Use an aerial photograph for the base map.	✓			
3. Objects (identified by numbers)	Identify all significant objects (roads, rivers, railroads, towers, poles, etc.) within the approach surfaces, regardless of whether or not they are obstructions using an alphanumeric character.	✓			
4. Property line within approaches	Show the property lines that are within the area/portion of airport shown.	✓			

Inner Portion of the Approach Surface Drawing					
Item	Instructions	Sponsor/Consultant:			FAA
		Yes	No	N/A	
5. Road & railroad elevations, plus movable object heights	Provide elevation information for the traverse ways' centerline elevation where they intersect the Part 77 Approach surfaces (existing and ultimate). Note whether this elevation is the actual elevation or the traverse way elevation plus the traverse way adjustment (23' for railways, 17' for interstate highways, 15' for other public roads, or 10' for private roads). See also 14 CFR Part 77.	✓			
6. Part 77 Approach Surface clearance over Roads and Railroads at the most critical points, the Centerline and Edge of the surface.	Provide elevation information for the traverse ways where they intersect the edges and centerline of the Part 77 Approach surfaces (existing and ultimate). Note whether this elevation is the actual elevation or the traverseway elevation plus the traverseway adjustment (23' for railways, 17' for interstate highways, 15' for other public roads, or 10' for private roads). See also 14 CFR Part 77.	✓			
7. Physical end of runway, end number, elevation (NAVD88) Nearest 0.1 foot	Show the existing and ultimate runway end, runway number, and the elevation of the threshold center.	✓			
8. Airport Design Surfaces					
a. Runway Safety Area	Show the extents of the existing and ultimate Runway Safety Area (RSA). See AC 150/5300-13A, Paragraph 307 and Table 3-8.	✓			
b. Runway Object Free Area	Show the extents of the existing and ultimate Object Free Area (OFA). See AC 150/5300-13A, Paragraph 309 and Table 3-8.	✓			
c. Runway Obstacle Free Zone (OFZ)	Show the extents of the existing and ultimate OFZ which includes the inner-approach OFZ, inner-transitional OFZ, and the Precision OFZ (POFZ), if applicable. See AC 150/5300-13A, Paragraph 308.	✓			

Inner Portion of the Approach Surface Drawing					
Item	Instructions	Sponsor/Consultant			FAA
		Yes	No	N/A	
d. Runway Protection Zone (RPZ)	Show the extents of the existing and ultimate RPZ. Prior to including new or modified land use in the RPZ, the Regional and ADO staff must consult with the National Airport Planning and Environmental Division, APP-400. This policy is exempt from existing land uses in the RPZ. See AC 150/5300-13A, Paragraph 310, Table 3-5 and FAA memorandum dated September 27, 2012.	✓			
e. NAVAID critical area	Show the critical area outline for all Instrument Landing System and other electronic Navigational Aids located on the airport. See AC 150/5300-13A, Chapter 6 for general guidance and FAA Order 5750.16 for critical area dimensions.	✓			
9. Ground contours	Show ground contour lines in 2', 5', or 10' intervals. Topographic issues may be important in the alternatives analysis, which may require that reduced contour intervals be used. See AC 150/5070-6, Paragraph 1005.	✓			
10. North arrow with magnetic declination and year	Magnetic declination may be calculated at http://www.ngdc.noaa.gov/geomag-web/#declination . This model is using the latest World Magnetic Model which has an Epoch Year of 2010. See FAA Order 8260.19, Chapter 2, Section 5, for further information.	✓			
C. Profile view					
1. Existing and proposed runway centerline ground profile (list elevations at runway ends & at all points of grade changes) (representing the composite profile based on the highest terrain across the width and along the length of the approach surface)	Depict the ground profile along the extended runway centerline representing the composite profile, based on the highest terrain across the width and along the length of the approach surface to where the ultimate approach surface slope is 100 feet above the threshold elevation. A more effective presentation may be a rendering of a composite critical profile.	✓			

Inner Portion of the Approach Surface Drawing					
Item	Instructions	Sponsor/Consultant			FAA
		Yes	No	N/A	
2. Future development from plan view	Identify future development using same alphanumeric identifier that was used on the plan view.	✓			
3. Part 77 Approach/transition surface; existing and future VASI/PAPI siting surface	Show the boundaries of the existing and ultimate Part 77 Approach Surface. See FAA Order 7400.2, Figure 6-3-9, See also 14.CFR Part 77.	✓			
4. Threshold Siting Surface	Depict any applicable siting requirements pursuant to Table 3-2 of FAA AC 150/5300-13A.	✓			
5. Terrain in approach area (fences, streams, etc.)	Show all significant terrain(fences, streams, mountains, etc.) within the approach surfaces, regardless of whether or not they are obstructions	✓			
6. Objects – identify the controlling object (same numbers as plan view)	Show all significant objects (roads, rivers, railroads, towers; sign and power poles, etc.) within the approach surfaces, regardless of whether or not they are obstructions. Identify the objects using same alphanumeric identifier that was used on the plan view.	✓			
7. Cross section of road & railroad	Show the cross-section of any roads and/or railroads that cross the area shown. Indicate cross section elevations of roads and railroads at edges and extended centerlines that cross the area shown.	✓			
8. Existing and proposed property and easement lines	Show the airport property boundaries, including easements, for the existing and ultimate airport configurations. AC 5300-13A Note easements for pipelines and residential through the fence gateways.	✓			
D. Obstruction tables for each approach surface (surface should be identified)	A separate table for each runway end must be used to enhance information clarity.				
1. Object Identification number	List each object by the same alphanumeric symbol used in the plan view.	✓			

Inner Portion of the Approach Surface Drawing					
Item	Instructions	Sponsor/Consultant			FAA
		Yes	No	N/A	
2. Description	Provide a brief description of the object, e.g., Power Pole, Cell Tower, Natural Gas Flare, etc.	✓			
3. Date of Obstruction Survey and Survey Accuracy	Provide the date of latest obstruction survey.	✓			
4. Surface Penetrations	5300-13A For any object that penetrates the Part 77 surface, the approach surface, or the obstacle free zone, describe the vertical length the object protrudes.	✓			
5. Proposed disposition of surface penetrations	Provide a proposed disposition of the object to remedy the penetration as described in Item 4 above. See AC 70/7460-1 for Part 77 violations. "Removal" and/or "Lower" should be listed for any Airports safety area/zone violations. See AC 150/5300-13A, Paragraph 303 and 308.	✓			
6. Object elevation	List the Above Ground Level (AGL) height and the top of object elevation in MSL for each object.	✓			
7. Triggering Event (e.g., a runway extension) – Timeframe/expected date for removal	List the surface that is penetrated and the amount the object protrudes above the surface. See 14 CFR Part 77 and AC 150/5300-13A, Paragraphs 303 and 308.	✓			
8. Allowable approach surface elevation (if applicable)		✓			
9. Amount of approach surface penetration (if applicable)		✓			
10. Proposed disposition of approach surface obstruction (if applicable)	Provide a proposed disposition of the object to remedy the penetration. See AC 70/7460-1 for Part 77 violations. "Removal" and/or "Lower" should be listed for any Airports safety area/zone violations. See AC 150/5300-13A, Paragraph 303.	✓			

Inner Portion of the Approach Surface Drawing					
Item	Instructions	Sponsor/Consultant			FAA
		Yes	No	N/A	
11. Obstacle Free Zone (OFZ)	Determine and depict the applicable OFZ surfaces, see AC 150/5300-13A, Paragraph 308. Provide a proposed disposition of the object to remedy the penetration. Note: Modification to the OFZ standard is not permitted.	✓			
E. Runway Centerline Profile	This may be shown on the Inner Portion of the Approach Surface drawing if there is space to show the runway and Runway Safety Area in sufficient detail otherwise a separate sheet may be necessary. At a minimum this drawing is to show the full length of the runway and Runway Safety Area including: runway elevations, runway and Runway Safety Area gradients, all vertical curves, and a line representing the 5' line-of-sight. See AC 150/5300-13A, Paragraph 305.				
1. Scale	The vertical scale of this drawing must be able to show the separation of the runway surface and the 5' Line-of-Sight line. See AC 150/5300-13A, Paragraph 305.	✓			
2. Elevation	Show runway elevations, runway and Runway Safety Area gradients, and all vertical curve data. See AC 150/5300-13A, Paragraph 318.	✓			
3. Line of Sight	The vertical scale of this drawing must be able to show the separation of the runway surface and the 5' Line-of-Sight line. See AC 150/5300-13A, Section 305.	✓			
Remarks					

A.7. Runway Departure Surface Drawing

- Required where applicable. For each runway that is designated for instrument departures.
- This drawing depicts the applicable departure surfaces as defined in Paragraph 303 of FAA AC 150/5300-13A. The surfaces are shown for runway end(s) designated for instrument departures.
- 40:1 for Instrument Procedure Runways (Scale, 1" = 1000' Horizontal, 1" = 100' Vertical, Out to 10,200' beyond Runway threshold) 62.5:1 for Commercial Service Runways (Scale, 1" = 2000' Horizontal, 1" = 100' Vertical, Out to 50,000' beyond Runway threshold).
- Contact the FAA if the scale does not allow the entire area to fit on a single sheet. The depiction of the One Engine Inoperative (OEI) surface is optional; it is not currently required.

Runway Departure Surface Drawing					
Item	Instructions	Sponsor/Consultant			FAA
		Yes	No	N/A	
A. Title and Revision Blocks	Each drawing in the Airport Layout Plan drawing set shall have a Title and Revision Block. For drawings that have been updated, e.g., as-builts, the revision block should show the current revision number and date of revision.	✓			
B. Plan view (existing & future)	See AC 150/5300-13A, Paragraph 303(c).				
1. Aerial Photo for base map	Use an aerial photograph for the base map. A USGS 7.5 minute-series map is also acceptable.	✓			
2. Runway end numbers and elevations (nearest 1/10 of a foot)	Show the existing and ultimate runway end, runway number, and the elevation of the threshold center. For runways that have a clearway, depict this surface and the relocated departure surface. Reference AC 150/5300-13A, Paragraph 303(c)(1).	✓			
3. 50' elevation contours on sloping surfaces (NAVD88)	Show contour lines on the Part 77 imaginary surfaces. See 14 CFR Part 77.19.	✓			
4. Depict property line, including easements	Show the property line(s) that are within the area/portion of airport shown.	✓			
5. Identify, by numbers, all traverse ways with elevations and computed vertical clearance in the departure surface	Identify all significant objects (roads, rivers, railroads, towers, poles, etc.) within the departure surfaces, regardless of whether or not they are obstructions using unique alphanumeric characters.	✓			

Runway Departure Surface Drawing					
Item	Instructions	Sponsor/Consultant			FAA
		Yes	No	N/A	
6. Ground contours	Show ground contour lines in 2', 5', or 10' intervals. Topographic issues may be important in the alternatives analysis, which may require that reduced contour intervals be used.	✓			
C. Profile view (existing & future)					
1. Ground profile	Depict the ground profile along the extended runway centerline representing the composite profile, based on the highest terrain across the width and along the length of the departure surface to extents of the surface dimensions.	✓			
2. Significant objects (bluffs, rivers, roads, buildings, fences, structures, etc.)	Show all significant objects (roads, rivers, railroads, towers, poles, etc.) within the approach surfaces, regardless of whether or not they are obstructions using an alphanumeric character.	✓			
3. Identify obstructions with numbers on the plan view	Identify the objects using same alphanumeric identifier that was used on the plan view.	✓			
4. Show roads and railroads with dashed lines at edge of the departure surface	Show the cross-section of any roads and/or railroads that cross the area shown.	✓			
D. Obstruction Data Tables					
1. Object identification number	Identify all significant objects (roads, rivers, railroads, towers, poles, etc.) within the departure surfaces, regardless of whether or not they are obstructions using unique alphanumeric characters. List each object by the same alphanumeric symbol used in the plan view.	✓			
2. Description	Provide a brief description of the object, e.g., Power Pole, Cell Tower, Tree, Natural Gas Flare, etc.	✓			
3. Object Elevation	List the Above Ground Level (AGL) height and the top of object elevation in MSL for each object.	✓			

Runway Departure Surface Drawing					
Item	Instructions	Sponsor/Consultant			FAA
		Yes	No	N/A	
4. Amount of surface penetration	List the object protrudes above the departure surface. See AC 150/5300-13A, Paragraph 303(c).	✓			
5. Proposed or existing disposition of the obstruction	Provide a proposed disposition of the object to remedy the penetration. See AC 150/5300-13A, Paragraph 303(c).	✓			
6. Separate table for each departure surface	A separate table for each runway end must be used to enhance information clarity.	✓			
Remarks					

A.8. Terminal Area Drawing

- Scale 1"=50' or 1"=100'. Plan view of aprons, buildings, hangars, parking lots, roads.
- This plan consists of one or more drawings that present a large-scale depiction of areas with significant terminal facility development. Such a drawing is typically an enlargement of a portion of the ALP. At a commercial service airport, the drawing would include the passenger terminal area, but might also include general aviation facilities and cargo facilities. See AC 150/5300-13A, Appendix 5.
- Use scale that allows the extent of the terminal/FBO apron area to best fit the chosen sheet size, e.g., typical GA airports may be able to use 1"=50' scale on a 22" X 34" sheet, but a complex hub airport with multiple terminal areas may require a 1"=100' scale on a 36" X 48" sheet. Contact FAA if an airport layout requires scaling or sheet sizing other than what is listed.
- This drawing is not needed at every airport type and is therefore optional.

Terminal Area Drawing					
Item	Instructions	Sponsor/Consultant			FAA
		Yes	No	N/A	
A. Title and Revision Blocks	Each drawing in the Airport Layout Plan drawing set shall have a Title and Revision Block. For drawings that have been updated, e.g., as-builts, the revision block should show the current revision number and date of revision.	✓			
B. Building data table	All buildings on the Airport Layout Drawing should be identified by an alphanumeric character. List these identifiers in a table and give a description of the building. If no Terminal Area drawing is done, also include the top of structure elevation in MSL.				
1. Structure identification number		✓			
2. Top elevation of structures (AMSL)		✓			
3. Obstruction marking/lighting (existing/future)	Show the location of existing and ultimate hangars. Include dimensions of apron and distance from runway and taxiway centerlines. See AC 150/5300-13A, Appendix 5. Show the elevation of the highest point of each structure.	✓			
C. Buildings to be removed or relocated noted	If any of the structures violate any airport or approach surfaces give an ultimate disposition to remedy the violation.	✓			
D. Fueling facilities, existing and future	Show the location of existing and ultimate fueling facilities. Include dimensions of apron and distance from runway and taxiway centerlines.	✓			

Terminal Area Drawing					
Item	Instructions	Sponsor/Consultant			FAA
		Yes	No	N/A	
E. Air carrier gates positions shown (existing/future)	Show the existing and ultimate air carrier gate positions. See AC 150/5300-13A, Chapter 5.	✓			
F. Existing and future security fencing with gates	Show the existing and ultimate security fencing and gates. See AC 150/5300-13A, Paragraph 606.	✓			
G. Building restriction line (BRL)	Show the Building Restriction Line (BRL) that is within the area/portion of airport shown. The BRL identifies suitable building area locations on airports. This should be located where the Part 77 surfaces are at 35' above the airport elevation unless a different height is coordinated with the FAA. See AC 150/5300-13A, Paragraph 213(a).	✓			
H. Taxiway or Taxilane centerlines designated	Show centerlines of all taxiway and taxilanes within the area/portion of airport shown.	✓			
I. Dimensions					
1. Clearance Dimensions between runway, taxiway, and taxilane centerlines and hangars, buildings, aircraft parking, and other objects.	Show the location of existing and ultimate apron. Include dimensions of apron and distance from runway and taxiway centerlines. Apron should be sized using activity forecast and the apron design spreadsheet. See AC 150/5300-13A, Chapter 5 and FAA Engineering Brief No. 75.	✓			
2. Dimensions of aprons, taxiways, etc. Apron/Hangar areas that do not meet dimensional standards of the critical aircraft should be identified and the wingspan/design group of the aircraft that can use that area depicted. Include tie down location with clearances	Show the dimensions between existing and ultimate runway, taxiway, and taxilane centerlines and existing and ultimate hangars, buildings, aircraft parking, and other fixed or movable objects. See AC 150/5300-13A, Chapter 3 and Chapter 4. Show proposed tie-down layout on the apron area as well as taxilane marking plan. See AC 150/5300-13A, Appendix 5, AC 20-35, and AC 150/5340-1.	✓			

Terminal Area Drawing					
Item	Instructions	Sponsor/Consultant			FAA
		Yes	No	N/A	
J. Property Line	Show the property line(s) that are within the area/portion of airport shown.	✓			
K. Auto parking (existing & ultimate)	Show the existing and ultimate auto parking areas. See AC 150/5300-13A, Appendix 5.	✓			
L. Major airport drainage ditches or storm sewers	Show any significant airport drainage ditches or storm sewers within the area/portion of airport shown.	✓			
M. Special Use Area (e.g., Agricultural spraying support, Deicing, or Containment)	Show any special use areas within the area/portion of airport shown.	✓			
N. North Arrow with magnetic declination and year	Magnetic declination may be calculated at http://www.ngdc.noaa.gov/geomag-web/#declination . This model is using the latest World Magnetic Model which has an Epoch Year of 2010. See FAA Order 8260.19, "Flight Procedures and Airspace." Chapter 2, Section 5, for further information.	✓			
O. Fence	Show the existing and ultimate perimeter fencing or general area fencing.	✓			
P. Entrance Road	Show the existing and ultimate entrance road. See 5300-13AFAA Order 5100.38, Chapter 6, Section 2.	✓			
Remarks					

A.9. Land Use Drawing

- Scale 1"=200' to 1"=600'.
- A drawing depicting on- and off-airport land uses and zoning in the area around the airport. At a minimum, the drawing must contain land within the 65 DNL noise contour. For medium or high activity commercial service airports, on-airport land use and off-airport land use may be on separate drawings. The Airport Layout Drawing should be used as a base map.
- Drawing optional. Need based on scope of work.

Land Use Drawing					
Item	Instructions	Sponsor/Consultant			FAA
		Yes	No	N/A	
A. Title and Revision Blocks	Each drawing in the Airport Layout Plan drawing set shall have a Title and Revision Block. For drawings that have been updated, e.g., as-builts, the revision block should show the current revision number and date of revision.	✓			
B. Airport boundaries/property, existing & future (fee and easement)	Show the existing and ultimate property lines. If known, show property lines for parcels surrounding the airport.	✓			
C. Plan view of land uses by category (Agricultural, Aeronautical, Commercial, Residential, etc.). Use local land use categories.					
1. On-Airport (existing & future)	Label existing and ultimate on-airport property by usage, e.g., Terminal Area, Air Cargo, Public Ramp, Airfield - Movement, Airfield - Non-movement, etc. Include existing and future airport features (e.g., runways, taxiways, aprons, safety areas/zones, terminal buildings and navigational aids).	✓			
2. Off-Airport (existing & future) (to the 65 DNL Contour at a minimum, if contour known)	Label existing and ultimate off-airport property by usage and zoning, e.g., Agricultural, Industrial, Residential, Commercial, etc.	✓			
D. Boundaries of local government	List any local zoning restrictions that are in place to protect the airport and surrounding airspace. See AC 150/5190-4.	✓			
E. Land use legend	Provide a legend that identifies all symbols and line types used on the drawing. Lines must be clear and readable with sufficient scale and quality to discern details.	✓			

Land Use Drawing					
Item	Instructions	Sponsor/Consultant			FAA
		Yes	No	N/A	
F. Public facilities (schools, hospitals, parks, churches etc.)	Identify public facilities, e.g., schools, parks, etc.	✓			
G. Runway visibility zone for intersecting runways	Show the Runway Visibility Zone(s) for the existing and ultimate airport configurations. See AC 150/5300-13A, Section 305.	✓			
H. Show off-airport property out to 65 DNL if available	Label existing and ultimate off-airport property by usage and zoning, e.g., Agricultural, Industrial, Residential, Commercial, etc.	✓			
I. Airport Overlay Zoning or Zoning Restrictions	List any local zoning restrictions that are in place to protect the airport and surrounding airspace. See AC 150/5190-4.	✓			
J. North arrow with magnetic declination and year	Magnetic declination may be calculated at http://www.ngdc.noaa.gov/geomag-web/#declination . This model is using the latest World Magnetic Model which has an Epoch Year of 2010. See FAA Order 8260.19, "Flight Procedures and Airspace." Chapter 2, Section 5, for further information.	✓			
K. Drawing details to include runways, taxiways, aprons, RPZ, terminal buildings and NAVAIDS	Show existing and future airport features (e.g., runways, taxiways, aprons, safety areas/zones, terminal buildings and navigational aids, etc.). See AC 150/5300-13A.	✓			
L. Crop Restrictions	Show the Crop Restriction Line (CRL). See AC 150/5300-13A, Paragraph 322 and AC 150/5200-33.			✓	
Remarks					

A.10. Airport Property Map / Exhibit A

- Scale 1"=200' to 1"=600'.

Airport Property Map / Exhibit A					
Item	Instructions	Sponsor/Consultant			FAA
		Yes	No	N/A	
A. Will Property Map serve as Exhibit A? – If YES, follow the directions to the right. – If NO, go to item B below.	If prepared in accordance with AC 150/5100-17, Land Acquisition and Relocation Assistance for Airport Improvement Program Assisted Projects, use ARP SOP no. 3.00 Exhibit A guidance instead of below checklist.			✓	Not included in scope
If Property Map will not serve as Exhibit A:					
B. Title and Revision Blocks					
C. Plan view showing parcels of land (existing, future, and ultimate)					
1. Fee land interests (existing and future)					
2. Easement interests (existing and future)					
a. Part 77 protection					
b. Compatible Land Use					
c. RPZ protection					
3. Airport Property Line					
D. Legend – shading/cross hatching, survey monuments, etc.					
E. Data Table					
1. Depiction of various tracts of land acquired to develop airport	If any obligations were incurred as a result of obtaining property, or an interest therein, they should be noted. Obligations that stem from Federal grant or an FAA-administered land transfer program, such as surplus property programs, should also be noted. The drawing should also depict easements beyond the airport boundary.				

Airport Property Map / Exhibit A					
Item	Instructions	Sponsor/Consultant			FAA
		Yes	No	N/A	
2. Method of acquisition or property status (fee simple, easement, etc.)					
3. Type of Acquisition Indicated	(e.g., AIP-noise, AIP-entitlement, PFC, surplus property, local purchase, local donation, condemnation, other)				
4. Acreage					
F. Access point(s) for through-the-fence arrangements including residential					
Remarks					

Appendix 'A-1' Summary of Fees

Work Order No. MJ-PL-001
Pease Development Authority

Portsmouth International Airport at Pease, Portsmouth, NH

Planning Services For

Airport Layout Plan Update with Narrative

February 24, 2025

TASK	DESCRIPTION	MJ HOURS	TOTAL FEE
1.0	Grant Administration	85	\$ 10,300.00
2.0	Project Administration	126	\$ 27,300.00
3.0	Airport Mapping and Obstruction Survey	68	\$ 52,400.00
4.0	-	0	\$ -
5.0	Forecasts of Aviation Demand	41	\$ 52,600.00
6.0	Summary of Environmental Plans and Studies	37	\$ 6,100.00
7.0	Focused Facility Requirements	265	\$ 39,000.00
8.0	Focused Alternatives	390	\$ 57,100.00
9.0	Implementation Plan	135	\$ 22,800.00
10.0	Public Participation and Meetings	107	\$ 18,900.00
11.0	ALP Drawing Set	289	\$ 38,200.00
12.0	Deliverables	63	\$ 11,900.00
	Total	1,606	\$ 336,600.00

Disciplines
E = MJ - Airports
A = F-M
S = Structural
M = Mechanical
EE = Electrical

McFarland Johnson Direct Costs \$ 246,553.34
MJ Expenses \$ 2,961.66
Subtotal MJ \$ 249,515.00

Geopro \$ 41,500.00
Jaedicke \$ 45,585.00
Subtotal Subconsultants \$ 87,085.00

Total Fee \$ 336,600.00

FEE SCHEDULE

Work Order No. MJ-PL-001
Pease Development Authority

Planning Services For

Airport Layout Plan Update with Narrative

Portsmouth International Airport at Pease, Portsmouth, NH

February 24, 2025

Task 1.0 Grant Administration										
Sub Task	Description	Project Principal	Project Manager	Sr. Proj. Planner	Sr. Env. Engineer	Project Planner	Asst. / Jr. Planner	Sr. Technician	Admin./Grant Profess.	Subtotals
	General									
1.1	FAA Grant Application		2						10	12
1.2	FAA Grant Reimbursements		1						55	56
1.3	FAA Annual and Quarterly Reporting		2						15	17
	Total Hours	0	5	0	0	0	0	0	80	85
	Hourly Rate	\$ 93.60	\$ 69.37	\$ 54.72	\$ 54.72	\$ 51.42	\$ 38.23	\$ 39.52	\$ 37.75	
	Direct Labor Cost	\$ -	\$ 346.85	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,020.00	\$ 3,366.85
SUBCONSULTANTS										
TOTAL SUBCONSULTANTS				\$ -						
				\$ -						
Mileage/Rental Car/Gasoline				\$ -						
Lodging/Meals				\$ -						
Printing/Postage/Miscellaneous				\$ 115.28						
TOTAL EXPENSES				\$ 115.28						
				TOTAL DIRECT LABOR COST						\$ 3,366.85
				OVERHEAD @ 175%						\$ 5,891.99
				TOTAL LABOR COST						\$ 9,258.84
				FIXED FEE @ 10%						\$ 925.88
				Subtotal						\$ 10,184.72
				SUBCONSULTANTS						\$ -
				EXPENSES						\$ 115.28
				TOTAL						\$ 10,300.00

FEE SCHEDULE

Work Order No. MJ-PL-001
Pease Development Authority

Planning Services For

Airport Layout Plan Update with Narrative

Portsmouth International Airport at Pease, Portsmouth, NH

February 24, 2025

Task 2.0 Project Administration											
Sub Task	Description	Project Principal	Project Manager	Sr. Proj. Planner	Sr. Env. Engineer	Project Planner	Asst./ Jr. Planner	Sr. Technician	Admin./Grant Profess.	Subtotals	
General											
2.1	Determine Type and Detail of Study	3	4	4						11	
2.2	Prepare Draft Scope of Work	1	8							9	
2.3	Conduct Scoping Meeting	3	4	4						11	
2.4	Prepare Final Scope of Work	1	4							5	
2.5	Prepare Fee	1	4							5	
2.6	Contracting	1	4	6						11	
2.7	Prepare Progress Reports		9							9	
2.8	Invoice Sponsor		9							9	
2.9	General Project Coordination/Oversight		36							36	
2.10	Quality Control (QC)/Quality Assurance (QA)	2	18							20	
Total Hours		12	100	14	0	0	0	0	0	126	
Hourly Rate		\$ 93.60	\$ 69.37	\$ 54.72	\$ 54.72	\$ 51.42	\$ 38.23	\$ 39.52	\$ 37.75		
Direct Labor Cost		\$ 1,123.20	\$ 6,937.00	\$ 766.08	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,826.28	
SUBCONSULTANTS											
TOTAL SUBCONSULTANTS				\$ -							
Mileage/Rental Car/Gasoline				\$ 411.60							
Lodging/Meals				\$ 120.00							
Printing/Postage/Miscellaneous				\$ 68.90							
TOTAL EXPENSES				\$ 600.50							
				TOTAL DIRECT LABOR COST							\$ 8,826.28
				OVERHEAD @ 175%							\$ 15,445.99
				TOTAL LABOR COST							\$ 24,272.27
				FIXED FEE @ 10%							\$ 2,427.23
				Subtotal							\$ 26,699.50
				SUBCONSULTANTS							\$ -
				EXPENSES							\$ 600.50
				TOTAL							\$ 27,300.00

FEE SCHEDULE

Work Order No. MJ-PL-001
Pease Development Authority

Planning Services For

Airport Layout Plan Update with Narrative

Portsmouth International Airport at Pease, Portsmouth, NH

February 24, 2025

Task 3.0 Airport Mapping and Obstruction Survey										
Sub Task	Description	Project Principal	Project Manager	Sr. Proj. Planner	Sr. Env. Engineer	Project Planner	Asst. / Jr. Planner	Sr. Technician	Admin/Grant Profess.	Subtotals
	General									
3.1	Airport Imagery and Mapping		24	8				24		56
3.2	Airport Feature Attribution and Mapping			4				8		12
	Total Hours	0	24	12	0	0	0	32	0	68
	Hourly Rate	\$ 93.60	\$ 69.37	\$ 54.72	\$ 54.72	\$ 51.42	\$ 38.23	\$ 39.52	\$ 37.75	
	Direct Labor Cost	\$ -	\$ 1,664.88	\$ 656.64	\$ -	\$ -	\$ -	\$ 1,264.64	\$ -	\$ 3,586.16
SUBCONSULTANTS										
Geopro				\$ 41,500.00						
TOTAL SUBCONSULTANTS				\$ 41,500.00						
Mileage/Rental Car/Gasoline				\$ -						
Lodging/Meals				\$ -						
Printing/Postage/Miscellaneous				\$ 51.87						
TOTAL EXPENSES				\$ 51.87						
					TOTAL DIRECT LABOR COST					\$ 3,586.16
					OVERHEAD @ 175%					\$ 6,275.78
					TOTAL LABOR COST					\$ 9,861.94
					FIXED FEE @ 10%					\$ 986.19
					Subtotal					\$ 10,848.13
					SUBCONSULTANTS					\$ 41,500.00
					EXPENSES					\$ 51.87
					TOTAL					\$ 52,400.00

FEE SCHEDULE

Work Order No. MJ-PL-001
Pease Development Authority

Planning Services For

Airport Layout Plan Update with Narrative

Portsmouth International Airport at Pease, Portsmouth, NH

February 24, 2025

Task 4.0 This task is not used											
Sub Task	Description	Project Principal	Project Manager	Sr. Proj. Planner	Sr. Env. Engineer	Project Planner	Asst. / Jr. Planner	Sr. Technician	Admin./Grant Profess.	Subtotals	
	General										
	Total Hours	0	0	0	0	0	0	0	0	0	
	Hourly Rate	\$ 93.60	\$ 69.37	\$ 54.72	\$ 54.72	\$ 51.42	\$ 38.23	\$ 39.52	\$ 37.75		
	Direct Labor Cost	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
<u>SUBCONSULTANTS</u>				TOTAL DIRECT LABOR COST							\$ -
				OVERHEAD @ 175%							\$ -
TOTAL SUBCONSULTANTS				TOTAL LABOR COST							\$ -
				FIXED FEE @ 10%							\$ -
				Subtotal							\$ -
Mileage/Rental Car/Gasoline				SUBCONSULTANTS							\$ -
Lodging/Meals				EXPENSES							\$ -
Printing/Postage/Miscellaneous				TOTAL							\$ -
TOTAL EXPENSES											\$ -

FEE SCHEDULE

Work Order No. MJ-PL-001
Pease Development Authority

Planning Services For

Airport Layout Plan Update with Narrative

Portsmouth International Airport at Pease, Portsmouth, NH

February 24, 2025

Task 5.0 Forecasts of Aviation Demand										
Sub Task	Description	Project Principal	Project Manager	Sr. Proj. Planner	Sr. Env. Engineer	Project Planner	Asst. / Jr. Planner	Sr. Technician	Admin./Grant Profess.	Subtotals
	General									
5.1	Socioeconomic Data		4							4
5.2	Aviation Forecasts		8							8
5.3	Existing and Future Critical Aircraft		1	4			4			9
5.4	Draft and Final Forecasts of Aviation Demand Chapters		4	8			8			20
Total Hours		0	17	12	0	0	12	0	0	41
Hourly Rate		\$ 93.60	\$ 69.37	\$ 54.72	\$ 54.72	\$ 51.42	\$ 38.23	\$ 39.52	\$ 37.75	
Direct Labor Cost		\$ -	\$ 1,179.29	\$ 656.64	\$ -	\$ -	\$ 458.76	\$ -	\$ -	\$ 2,294.69
SUBCONSULTANTS										
Jaedicke				\$ 45,585.00						
TOTAL SUBCONSULTANTS				\$ 45,585.00						
Mileage/Rental Car/Gasoline				\$ -						
Lodging/Meals				\$ -						
Printing/Postage/Miscellaneous				\$ 73.56						
TOTAL EXPENSES				\$ 73.56						
					TOTAL DIRECT LABOR COST					\$ 2,294.69
					OVERHEAD @ 175%					\$ 4,015.71
					TOTAL LABOR COST					\$ 6,310.40
					FIXED FEE @ 10%					\$ 631.04
					Subtotal					\$ 6,941.44
					SUBCONSULTANTS					\$ 45,585.00
					EXPENSES					\$ 73.56
					TOTAL					\$ 52,600.00

FEE SCHEDULE

Work Order No. MJ-PL-001
Pease Development Authority

Planning Services For

Airport Layout Plan Update with Narrative

Portsmouth International Airport at Pease, Portsmouth, NH

February 24, 2025

Task 6.0 Summary of Environmental Plans and Studies										
Sub Task	Description	Project Principal	Project Manager	Sr. Proj. Planner	Sr. Env. Engineer	Project Planner	Asst. / Jr. Planner	Sr. Technician	Admin./Grant Profess.	Subtotals
	General									
6.1	Draft and Final Environmental Summary	1	4	4	16	4		8		37
	Total Hours	1	4	4	16	4	0	8	0	37
	Hourly Rate	\$ 93.60	\$ 69.37	\$ 54.72	\$ 54.72	\$ 51.42	\$ 38.23	\$ 39.52	\$ 37.75	
	Direct Labor Cost	\$ 93.60	\$ 277.48	\$ 218.88	\$ 875.52	\$ 205.68	\$ -	\$ 316.16	\$ -	\$ 1,987.32
<u>SUBCONSULTANTS</u>										
TOTAL SUBCONSULTANTS					\$ -	TOTAL DIRECT LABOR COST				\$ 1,987.32
					\$ -	OVERHEAD @ 175%				\$ 3,477.81
						TOTAL LABOR COST				\$ 5,465.13
						FIXED FEE @ 10%				\$ 546.51
						Subtotal				\$ 6,011.64
Mileage/Rental Car/Gasoline					\$ -	SUBCONSULTANTS				\$ -
Lodging/Meals					\$ -	EXPENSES				\$ 88.36
Printing/Postage/Miscellaneous					\$ 88.36	TOTAL				\$ 6,100.00
TOTAL EXPENSES					\$ 88.36					

FEE SCHEDULE

Work Order No. MJ-PL-001
Pease Development Authority

Planning Services For

Airport Layout Plan Update with Narrative

Portsmouth International Airport at Pease, Portsmouth, NH

February 24, 2025

Task 7.0 Focused Facility Requirements																									
Sub Task	Description	Project Principal	Project Manager	Sr. Proj. Planner	Sr. Env. Engineer	Project Planner	Asst. / Jr. Planner	Sr. Technician	Admin/Grant Profess.	Subtotals															
	General																								
7.1	Airside Facility Requirements	4	8	24		24	40	20		120															
7.2	2019 Passenger Terminal Study Facility Requirements Summary			2						2															
7.3	2019 Passenger Terminal Study Parking and Roadway Access Facilities Requirements Summary			2						2															
7.4	Landside Facility Requirements	4	8	24		24	40	20		120															
7.5	Draft and Final Facility Requirements Chapters	1	4	4			8	4		21															
Total Hours		9	20	56	0	48	88	44	0	265															
Hourly Rate		\$ 93.60	\$ 69.37	\$ 54.72	\$ 54.72	\$ 51.42	\$ 38.23	\$ 39.52	\$ 37.75																
Direct Labor Cost		\$ 842.40	\$ 1,387.40	\$ 3,064.32	\$ -	\$ 2,468.16	\$ 3,364.24	\$ 1,738.88	\$ -	\$ 12,865.40															
SUBCONSULTANTS																									
TOTAL SUBCONSULTANTS																									
				<table border="0"> <tr> <td>TOTAL DIRECT LABOR COST</td> <td>\$</td> <td>12,865.40</td> </tr> <tr> <td>OVERHEAD @ 175%</td> <td>\$</td> <td>22,514.45</td> </tr> <tr> <td>TOTAL LABOR COST</td> <td>\$</td> <td>35,379.85</td> </tr> <tr> <td>FIXED FEE @ 10%</td> <td>\$</td> <td>3,537.99</td> </tr> <tr> <td>Subtotal</td> <td>\$</td> <td>38,917.84</td> </tr> </table>							TOTAL DIRECT LABOR COST	\$	12,865.40	OVERHEAD @ 175%	\$	22,514.45	TOTAL LABOR COST	\$	35,379.85	FIXED FEE @ 10%	\$	3,537.99	Subtotal	\$	38,917.84
TOTAL DIRECT LABOR COST	\$	12,865.40																							
OVERHEAD @ 175%	\$	22,514.45																							
TOTAL LABOR COST	\$	35,379.85																							
FIXED FEE @ 10%	\$	3,537.99																							
Subtotal	\$	38,917.84																							
Mileage/Rental Car/Gasoline				\$ -																					
Lodging/Meals				\$ -																					
Printing/Postage/Miscellaneous				\$ 82.16																					
TOTAL EXPENSES				\$ 82.16																					
				<table border="0"> <tr> <td>SUBCONSULTANTS</td> <td>\$</td> <td>-</td> </tr> <tr> <td>EXPENSES</td> <td>\$</td> <td>82.16</td> </tr> <tr> <td>TOTAL</td> <td>\$</td> <td>39,000.00</td> </tr> </table>							SUBCONSULTANTS	\$	-	EXPENSES	\$	82.16	TOTAL	\$	39,000.00						
SUBCONSULTANTS	\$	-																							
EXPENSES	\$	82.16																							
TOTAL	\$	39,000.00																							

FEE SCHEDULE
 Work Order No. MJ-PL-001
 Pease Development Authority
 Planning Services For

Airport Layout Plan Update with Narrative
 Portsmouth International Airport at Pease, Portsmouth, NH
 February 24, 2025

Task 8.0 Focused Alternatives										
Sub Task	Description	Project Principal	Project Manager	Sr. Proj. Planner	Sr. Env. Engineer	Project Planner	Asst. / Jr. Planner	Sr. Technician	Admin./Grant Profess.	Subtotals
General										
8.1	Identify Airside Alternatives	1	12	16		24	32	16		101
8.2	Identify Landside Alternatives	1	4	16		24	40	12		97
8.3	Identify Airport Land Use		2	8		16	8	4		38
8.4	Alternatives Analysis		4	16		24	16			60
8.5	Selection of Preferred Alternatives		8	8		16	24			56
8.6	Draft and Final Alternatives Chapters	2	4	8			16	8		38
Total Hours		4	34	72	0	104	136	40	0	390
Hourly Rate		\$ 93.60	\$ 69.37	\$ 54.72	\$ 54.72	\$ 51.42	\$ 38.23	\$ 39.52	\$ 37.75	
Direct Labor Cost		\$ 374.40	\$ 2,358.58	\$ 3,939.84	\$ -	\$ 5,347.68	\$ 5,199.28	\$ 1,580.80	\$ -	\$ 18,800.58
SUBCONSULTANTS										
TOTAL SUBCONSULTANTS										\$ -
					TOTAL DIRECT LABOR COST					\$ 18,800.58
					OVERHEAD @ 179%					\$ 32,901.02
					TOTAL LABOR COST					\$ 51,701.60
					FIXED FEE @ 10%					\$ 5,170.16
					Subtotal					\$ 56,871.76
Mileage/Rental Car/Gasoline										\$ 88.20
Lodging/Meals										\$ 20.00
Printing/Postage/Miscellaneous										\$ 120.04
TOTAL EXPENSES										\$ 228.24
					SUBCONSULTANTS					\$ -
					EXPENSES					\$ 228.24
					TOTAL					\$ 57,100.00

FEE SCHEDULE.

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Pease Development Authority

Planning Services For

Airport Layout Plan Update with Narrative

Portsmouth International Airport at Pease, Portsmouth, NH

February 24, 2025

Task 9.0 Implementation Plan										
Sub Task	Description	Project Principal	Project Manager	Sr. Proj. Planner	Sr. Env. Engineer	Project Planner	Asst. / Jr. Planner	Sr. Technician	Admin./Grant Profess.	Subtotals
General										
9.1	Project Phasing		4	16		40				60
9.2	Order of Magnitude Estimates	1	4	40						45
9.3	Draft and Final Implementation Plan Summary Chapters	2	4	8		16				30
Total Hours		3	12	64	0	56	0	0	0	135
Hourly Rate		\$ 93.60	\$ 69.37	\$ 54.72	\$ 54.72	\$ 51.42	\$ 38.23	\$ 39.52	\$ 37.75	
Direct Labor Cost		\$ 280.80	\$ 832.44	\$ 3,502.08	\$ -	\$ 2,879.52	\$ -	\$ -	\$ -	\$ 7,494.84
<u>SUBCONSULTANTS</u>										
TOTAL SUBCONSULTANTS				\$ -						
Mileage/Rental Car/Gasoline				\$ -						
Lodging/Meals				\$ -						
Printing/Postage/Miscellaneous				\$ 128.11						
TOTAL EXPENSES				\$ 128.11						
TOTAL DIRECT LABOR COST										\$ 7,494.84
OVERHEAD @ 175%										\$ 13,115.97
TOTAL LABOR COST										\$ 20,610.81
FIXED FEE @ 10%										\$ 2,061.08
Subtotal										\$ 22,671.89
SUBCONSULTANTS										\$ -
EXPENSES										\$ 128.11
TOTAL										\$ 22,800.00

FEE SCHEDULE

Work Order No. MJ-PL-001
 Pease Development Authority
 Planning Services For

Airport Layout Plan Update with Narrative
 Portsmouth International Airport at Pease, Portsmouth, NH
 February 24, 2025

Task 10.0 Public Participation										
Sub Task	Description	Project Principal	Project Manager	Sr. Proj. Planner	Sr. Env. Engineer	Project Planner	Asst. / Jr. Planner	Sr. Technician	Admin./Grant Profess.	Subtotals
General										
10.1	Stakeholder Engagement	1	8	8						17
10.2	Public Information Meetings	2	8	12		16	8	4		50
10.3	Airport Committee and Airport Board Meetings		20	4			4	4		32
10.4	Coordination Meeting		2	2		4				8
Total Hours		3	38	26	0	20	12	8	0	107
Hourly Rate		\$ 93.60	\$ 69.37	\$ 54.72	\$ 54.72	\$ 51.42	\$ 38.23	\$ 39.52	\$ 37.75	
Direct Labor Cost		\$ 280.80	\$ 2,636.06	\$ 1,422.72	\$ -	\$ 1,028.40	\$ 458.76	\$ 316.16	\$ -	\$ 6,142.90
<u>SUBCONSULTANTS</u>										
TOTAL SUBCONSULTANTS				\$ -						
Mileage/Rental Car/Gasoline				\$ 176.40						
Lodging/Meals				\$ 40.00						
Printing/Postage/Miscellaneous				\$ 101.32						
TOTAL EXPENSES				\$ 317.72						
				TOTAL DIRECT LABOR COST \$ 6,142.90						
				OVERHEAD @ 175% \$ 10,750.08						
				TOTAL LABOR COST \$ 16,892.98						
				FIXED FEE @ 10% \$ 1,689.30						
				Subtotal \$ 18,582.28						
				SUBCONSULTANTS \$ -						
				EXPENSES \$ 317.72						
				TOTAL \$ 18,900.00						

FEE SCHEDULE

Work Order No. MJ-PL-001
Pease Development Authority

Planning Services For

Airport Layout Plan Update with Narrative

Portsmouth International Airport at Pease, Portsmouth, NH

February 24, 2025

Task 11.0 Airport Layout Plan Drawing Set											
Sub Task	Description	Project Principal	Project Manager	Sr. Proj. Planner	Sr. Env. Engineer	Project Planner	Asst. / Jr. Planner	Sr. Technician	Admin / Grant Profess.	Subtotals	
General											
11.1	Existing Airport Layout Plan		2	8				40		50	
11.2	Airport Layout Plan	1	2	8				40		51	
11.3	Terminal Area Plan(s)			2				24		26	
11.4	Airport Airspace Plan		1	4				40		45	
11.5	Inner Portion of the Approach Surface Drawing(s)	1	4	12				40		57	
11.6	Runway Departure Surface Drawings	1	4	4				32		41	
11.7	Airport Land Use Plan			2				16		18	
11.8	Exhibit 'A' Airport Property Inventory Map		1							1	
Total Hours		3	14	40	0	0	0	232	0	289	
Hourly Rate		\$ 93.60	\$ 69.37	\$ 54.72	\$ 54.72	\$ 51.42	\$ 38.23	\$ 39.52	\$ 37.75		
Direct Labor Cost		\$ 280.80	\$ 971.18	\$ 2,188.80	\$ -	\$ -	\$ -	\$ 9,168.64	\$ -	\$ 12,609.42	
<u>SUBCONSULTANTS</u>											
TOTAL SUBCONSULTANTS				\$ -							
Mileage/Rental Car/Gasoline				\$ -							
Lodging/Meals				\$ -							
Printing/Postage/Miscellaneous				\$ 56.50							
TOTAL EXPENSES				\$ 56.50							
TOTAL DIRECT LABOR COST										\$ 12,609.42	
OVERHEAD @ 175%										\$ 22,066.49	
TOTAL LABOR COST										\$ 34,675.91	
FIXED FEE @ 10%										\$ 3,467.59	
Subtotal										\$ 38,143.50	
SUBCONSULTANTS										\$ -	
EXPENSES										\$ 56.50	
TOTAL										\$ 38,200.00	

FEE SCHEDULE

Work Order No. MJ-PL-001
Pease Development Authority

Planning Services For

Airport Layout Plan Update with Narrative

Portsmouth International Airport at Pease, Portsmouth, NH

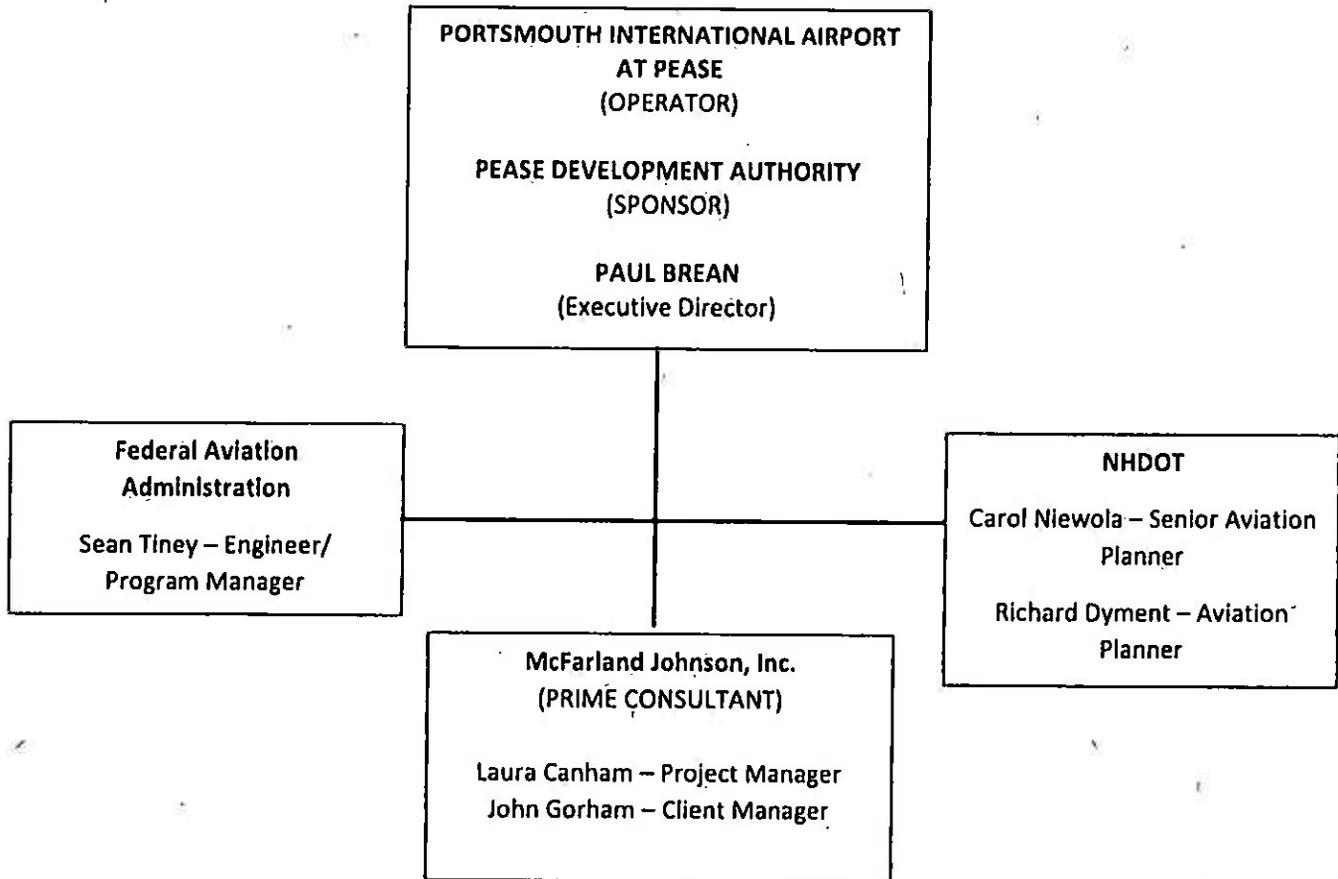
February 24, 2025

Task 12.0 Deliverables										
Sub Task	Description	Project Principal	Project Manager	Sr. Proj. Planner	Sr. Env. Engineer	Project Planner	Asst. / Jr. Planner	Sr. Technician	Admin./Grant Profess.	Subtotals
	General									
12.1	Draft ALP with Narrative Report	1	4	8			4	2		19
12.2	Final ALP with Narrative Report	1	2	4			1	2		10
12.3	Draft ALP Drawing Set	2	4	8				4		18
12.4	Final ALP Drawing Set	2	2	4				8		16
	Total Hours	6	12	24	0	0	5	16	0	63
	Hourly Rate	\$ 93.60	\$ 69.37	\$ 54.72	\$ 54.72	\$ 51.42	\$ 38.23	\$ 39.52	\$ 37.75	
	Direct Labor Cost	\$ 561.60	\$ 832.44	\$ 1,313.28	\$ -	\$ -	\$ 191.15	\$ 632.32	\$ -	\$ 3,530.79
SUBCONSULTANTS										
TOTAL SUBCONSULTANTS										
				\$ -						
				\$ -						
Mileage/Rental Car/Gasoline				\$ -						
Lodging/Meals				\$ -						
Printing/Postage/Miscellaneous				\$ 1,219.36						
TOTAL EXPENSES				\$ 1,219.36						
TOTAL DIRECT LABOR COST										\$ 3,530.79
OVERHEAD @ 175%										\$ 6,178.88
TOTAL LABOR COST										\$ 9,709.67
FIXED FEE @ 10%										\$ 970.97
Subtotal										\$ 10,680.64
SUBCONSULTANTS										\$ -
EXPENSES										\$ 1,219.36
TOTAL										\$ 11,900.00

**PLANNING SERVICES
FOR
PEASE DEVELOPMENT AUTHORITY
PORTSMOUTH INTERNATIONAL AIRPORT AT PEASE
AIRPORT LAYOUT PLAN WITH NARRATIVE**

ORGANIZATIONAL CHART

FEBRUARY 25, 2025



Drug-Free Workplace Airport Improvement Program Sponsor Certification

Sponsor: Pease Development Authority

Airport: Portsmouth International Airport at Pease

Project Number: 3-33-0016-XXX-2025

Description of Work: Airport Layout Plan (ALP) with Narrative

Application

49 USC § 47105(d) authorizes the Secretary to require certification from the sponsor that it will comply with the statutory and administrative requirements in carrying out a project under the Airport Improvement Program (AIP). General requirements on the drug-free workplace within federal grant programs are described in 2 CFR part 182. Sponsors are required to certify they will be, or will continue to provide, a drug-free workplace in accordance with the regulation. The AIP project grant agreement contains specific assurances on the Drug-Free Workplace Act of 1988.

Certification Statements

Except for certification statements below marked as not applicable (N/A), this list includes major requirements of the construction project. Selecting "Yes" represents sponsor acknowledgement and confirmation of the certification statement. The term "will" means Sponsor action taken at appropriate time based on the certification statement focus area, but no later than the end of the project period of performance. This list is not comprehensive and does not relieve the sponsor from fully complying with all applicable statutory and administrative standards. The source of the requirement is referenced within parenthesis.

1. A statement has been or will be published prior to commencement of project notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the sponsor's workplace, and specifying the actions to be taken against employees for violation of such prohibition (2 CFR § 182.205).

Yes No N/A

2. An ongoing drug-free awareness program (2 CFR § 182.215) has been or will be established prior to commencement of project to inform employees about:

- a. The dangers of drug abuse in the workplace;
- b. The sponsor's policy of maintaining a drug-free workplace;
- c. Any available drug counseling, rehabilitation, and employee assistance programs; and
- d. The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.

Yes No N/A

3. Each employee to be engaged in the performance of the work has been or will be given a copy of the statement required within item 1 above prior to commencement of project (2 CFR § 182.210).

Yes No N/A

4. Employees have been or will be notified in the statement required by item 1 above that, as a condition employment under the grant (2 CFR § 182.205(c)), the employee will:

- a. Abide by the terms of the statement; and
- b. Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction.

Yes No N/A

5. The Federal Aviation Administration (FAA) will be notified in writing within 10 calendar days after receiving notice under item 4b above from an employee or otherwise receiving actual notice of such conviction (2 CFR § 182.225). Employers of convicted employees must provide notice, including position title of the employee, to the FAA (2 CFR § 182.300).

Yes No N/A

6. One of the following actions (2 CFR § 182.225(b)) will be taken within 30 calendar days of receiving a notice under item 4b above with respect to any employee who is so convicted:

- a. Take appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; and
- b. Require such employee to participate satisfactorily in drug abuse assistance or rehabilitation programs approved for such purposes by a federal, state, or local health, law enforcement, or other appropriate agency.

Yes No N/A

7. A good faith effort will be made, on a continuous basis, to maintain a drug-free workplace through implementation of items 1 through 6 above (2 CFR § 182.200).

Yes No N/A

Site(s) of performance of work (2 CFR § 182.230):

Location 1

Name of Location: Portsmouth International Airport at Pease

Address: 55 International Drive, Portsmouth, NH 03801

Location 2 (If applicable)

Name of Location: McFarland-Johnson, Inc.

Address: 53 Regional Drive, Concord, NH 03301

Location 3 (If applicable)

Name of Location:

Address:

Attach documentation clarifying any above item marked with a "No" response.

Sponsor's Certification

I certify, for the project identified herein, responses to the forgoing items are accurate as marked and additional documentation for any item marked "no" is correct and complete.

Executed on this 27th day of February, 2025.

Name of Sponsor: Pease Development Authority

Name of Sponsor's Authorized Official: Paul Brean

Title of Sponsor's Authorized Official: Executive Director

Signature of Sponsor's Authorized Official:

A handwritten signature in black ink, appearing to read "Paul Brean", is written over a horizontal line. The signature is stylized and somewhat cursive.

I declare under penalty of perjury that the foregoing is true and correct. I understand that knowingly and willfully providing false information to the federal government is a violation of 18 USC § 1001 (False Statements) and could subject me to fines, imprisonment, or both.

Certification and Disclosure Regarding Potential Conflicts of Interest Airport Improvement Program Sponsor Certification

Sponsor: Pease Development Authority

Airport: Portsmouth International Airport at Pease

Project Number: 3-33-0016-XXX-2025

Description of Work: Airport Layout Plan (ALP) with Narrative

Application

Title 2 CFR § 200.112 and § 1201.112 address Federal Aviation Administration (FAA) requirements for conflict of interest. As a condition of eligibility under the Airport Improvement Program (AIP), sponsors must comply with FAA policy on conflict of interest. Such a conflict would arise when any of the following have a financial or other interest in the firm selected for award:

- a) The employee, officer or agent,
- b) Any member of his immediate family,
- c) His or her partner, or
- d) An organization which employs, or is about to employ, any of the above.

Selecting "Yes" represents sponsor or sub-recipient acknowledgement and confirmation of the certification statement. Selecting "No" represents sponsor or sub-recipient disclosure that it cannot fully comply with the certification statement. If "No" is selected, provide support information explaining the negative response as an attachment to this form. This includes whether the sponsor has established standards for financial interest that are not substantial or unsolicited gifts are of nominal value (2 CFR § 200.318(c)). The term "will" means Sponsor action taken at appropriate time based on the certification statement focus area, but no later than the end of the project period of performance.

Certification Statements

1. The sponsor or sub-recipient maintains a written standards of conduct governing conflict of interest and the performance of their employees engaged in the award and administration of contracts (2 CFR § 200.318(c)). To the extent permitted by state or local law or regulations, such standards of conduct provide for penalties, sanctions, or other disciplinary actions for violations of such standards by the sponsor's and sub-recipient's officers, employees, or agents, or by contractors or their agents.

Yes No

2. The sponsor's or sub-recipient's officers, employees or agents have not and will not solicit or accept gratuities, favors or anything of monetary value from contractors, potential contractors, or parties to sub-agreements (2 CFR § 200.318(c)).

Yes No

3. The sponsor or sub-recipient certifies that it has disclosed and will disclose to the FAA any known potential conflict of interest (2 CFR § 1200.112).

Yes No

Attach documentation clarifying any above item marked with "no" response.

Sponsor's Certification

I certify, for the project identified herein, responses to the forgoing items are accurate as marked and have the explanation for any item marked "no" is correct and complete.

Executed on this 27th day of February, 2025.

Name of Sponsor: Pease Development Authority

Name of Sponsor's Authorized Official: Paul Breen

Title of Sponsor's Authorized Official: Executive Director

Signature of Sponsor's Authorized Official: _____

I declare under penalty of perjury that the foregoing is true and correct. I understand that knowingly and willfully providing false information to the federal government is a violation of 18 USC § 1001 (False Statements) and could subject me to fines, imprisonment, or both.

CERTIFICATION REGARDING LOBBYING

Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

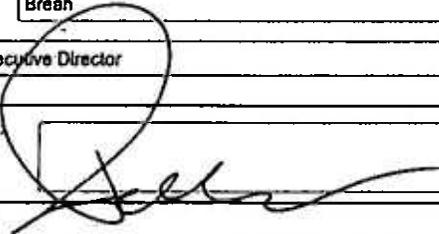
(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-L.L.L., "Disclosure of Lobbying Activities," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Statement for Loan Guarantees and Loan Insurance

The undersigned states, to the best of his or her knowledge and belief, that:

If any funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form-L.L.L., "Disclosure of Lobbying Activities," in accordance with its instructions. Submission of this statement is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required statement shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

* APPLICANT'S ORGANIZATION		
Pease Development Authority		
* PRINTED NAME AND TITLE OF AUTHORIZED REPRESENTATIVE		
Prefix: Mr.	*First Name: Paul	Middle Name: E.
*Last Name: Brean	Suffix:	
*Title: Executive Director		
* SIGNATURE: 	* DATE: 2/27/2025	

Selection of Consultants

Airport Improvement Program Sponsor Certification

Sponsor: Pease Development Authority

Airport: Portsmouth International Airport at Pease

Project Number: 3-33-0016-XXX-2025

Description of Work: Airport Layout Plan (ALP) with Narrative

Application

49 USC § 47105(d) authorizes the Secretary to require certification from the sponsor that it will comply with the statutory and administrative requirements in carrying out a project under the Airport Improvement Program (AIP). General requirements for selection of consultant services within federal grant programs are described in 2 CFR §§ 200.317-200.326. Sponsors may use other qualifications-based procedures provided they are equivalent to standards of Title 40 chapter 11 and FAA Advisory Circular 150/5100-14, Architectural, Engineering, and Planning Consultant Services for Airport Grant Projects.

Certification Statements

Except for certification statements below marked as not applicable (N/A), this list includes major requirements of the construction project. Selecting "Yes" represents sponsor acknowledgement and confirmation of the certification statement. The term "will" means Sponsor action taken at appropriate time based on the certification statement focus area, but no later than the end of the project period of performance. This list is not comprehensive and does not relieve the sponsor from fully complying with all applicable statutory and administrative standards. The source of the requirement is referenced within parenthesis.

1. Sponsor acknowledges their responsibility for the settlement of all contractual and administrative issues arising out of their procurement actions (2 CFR § 200.318(k)).
 Yes No N/A

2. Sponsor procurement actions ensure or will ensure full and open competition that does not unduly limit competition (2 CFR § 200.319).
 Yes No N/A

3. Sponsor has excluded or will exclude any entity that develops or drafts specifications, requirements, or statements of work associated with the development of a request-for-qualifications (RFQ) from competing for the advertised services (2 CFR § 200.319).
 Yes No N/A

4. The advertisement describes or will describe specific project statements-of-work that provide clear detail of required services without unduly restricting competition (2 CFR § 200.319).
 Yes No N/A
5. Sponsor has publicized or will publicize a RFQ that:
a. Solicits an adequate number of qualified sources (2 CFR § 200.320(d)); and
b. Identifies all evaluation criteria and relative importance (2 CFR § 200.320(d)).
 Yes No N/A
6. Sponsor has based or will base selection on qualifications, experience, and disadvantaged business enterprise participation with price not being a selection factor (2 CFR § 200.320(d)).
 Yes No N/A
7. Sponsor has verified or will verify that agreements exceeding \$25,000 are not awarded to individuals or firms suspended, debarred or otherwise excluded from participating in federally assisted projects (2 CFR § 180.300).
 Yes No N/A
8. A/E services covering multiple projects: Sponsor has agreed to or will agree to:
a. Refrain from initiating work covered by this procurement beyond five years from the date of selection (AC 150/5100-14); and
b. Retain the right to conduct new procurement actions for projects identified or not identified in the RFQ (AC 150/5100-14).
 Yes No N/A
9. Sponsor has negotiated or will negotiate a fair and reasonable fee with the firm they select as most qualified for the services identified in the RFQ (2 CFR § 200.323).
 Yes No N/A
10. The Sponsor's contract identifies or will identify costs associated with ineligible work separately from costs associated with eligible work (2 CFR § 200.302).
 Yes No N/A
11. Sponsor has prepared or will prepare a record of negotiations detailing the history of the procurement action, rationale for contract type and basis for contract fees (2 CFR § 200.318(i)).
 Yes No N/A
12. Sponsor has incorporated or will incorporate mandatory contract provisions in the consultant contract for AIP-assisted work (49 U.S.C. Chapter 471 and 2 CFR part 200 Appendix II)
 Yes No N/A

13. For contracts that apply a time-and-material payment provision (also known as hourly rates, specific rates of compensation, and labor rates), the Sponsor has established or will establish:

- a. Justification that there is no other suitable contract method for the services (2 CFR §200.318(j));
- b. A ceiling price that the consultant exceeds at their risk (2 CFR §200.318(j)); and
- c. A high degree of oversight that assures consultant is performing work in an efficient manner with effective cost controls in place (2 CFR §200.318(j)).

Yes No N/A

14. Sponsor is not using or will not use the prohibited cost-plus-percentage-of-cost (CPPC) contract method. (2 CFR § 200.323(d)).

Yes No N/A

Attach documentation clarifying any above item marked with "no" response.

Sponsor's Certification

I certify, for the project identified herein, responses to the forgoing items are accurate as marked and additional documentation for any item marked "no" is correct and complete.

I declare under penalty of perjury that the foregoing is true and correct. I understand that knowingly and willfully providing false information to the federal government is a violation of 18 USC § 1001 (False Statements) and could subject me to fines, imprisonment, or both.

Executed on this 27th day of February, 2025.

Name of Sponsor: Pease Development Authority

Name of Sponsor's Authorized Official: Paul Brean

Title of Sponsor's Authorized Official: Executive Director

Signature of Sponsor's Authorized Official: 

I declare under penalty of perjury that the foregoing is true and correct. I understand that knowingly and willfully providing false information to the federal government is a violation of 18 USC § 1001 (False Statements) and could subject me to fines, imprisonment, or both.

FAA Title VI Pre-Grant Award Checklist

Submission information:

Submission date (Pick a date): 01/29/2025

Name of airport sponsor: Pease Development Authority

Submitter's name: Andrew B. Pomeroy

Title: Director, Aviation Planning & Compliance

Phone number: 603-433-6536

Section 1: Questions Concerning Prior Approval of Title VI Program

By selecting "Yes" below, the sponsor certifies that the following documents were provided to, and approved by, the FAA Office of Civil Rights, and documentation of FAA's approval has been received by the sponsor. The FAA Office reviewing this grant application will confirm the FAA's approval of the documents in this Section prior to approving the grant application.

A sponsor that has **both** a Title VI* Plan and a Community Participation Plan, **both** of which are approved by the FAA and current, and has already received approval for the information outlined in this Checklist, does not need to complete the remaining questions in Sections 2 and 3 of this Checklist.

This information is required based on DOT Order 1000.12C, Ch. II, Secs. 3 and 4
[<https://www.transportation.gov/mission/us-department-transportation-title-vi-program>].

Criterion	Notes	Response	Comments
<p>1.1 The sponsor has a written Title VI Plan, approved by the FAA Office of Civil Rights, and subsequently adopted by the recipient, and documentation of the approval and adoption.</p>	<p>Sponsors must develop and adopt a Title VI Plan that outlines the recipient's measures to ensure compliance with Title VI. A current Title VI Plan on file with the FAA is sufficient if the Plan is no more than 3 years old.</p> <p>If the sponsor does not have an approved Title VI Plan, select "No" and complete Sections 2 and 3 of this Checklist.</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>	
<p>1.2 The sponsor has a written Community Participation Plan (CPP), or an equivalent public participation plan (PPP), and documented approval or concurrence of the plan from the FAA Office of Civil Rights.</p>	<p>Sponsors must satisfy CPP requirements as a condition of receiving an award of federal financial assistance. To the extent the sponsor has already prepared a PPP as part of planning or other requirements of FAA or DOT, that plan or plans may satisfy the CPP requirement so long as the plan has incorporated the Title VI requirements as provided in DOT Order 1000.12C, Ch. II, Sec. 4(a-j).</p> <p>If the sponsor does not have an approved CPP or PPP, select "No" and answer question 3.5 in Section 3 of this Checklist.</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>	

If the answers to 1.1 and 1.2 above are both "Yes," do *not* complete Sections 2 and 3.

Section 2: Questions Concerning Applicant Data

By selecting "Yes" below, the sponsor certifies that the following documents have been collected in its records prior to submitting this grant application and will be timely made available to FAA staff, including from the FAA Offices of Airports, Chief Counsel, and Civil Rights, upon request.

"Timely available" usually means within 1 week or less, depending on the scope and circumstances. The data should already be available in a format that can be forwarded, as-is. No further data collection or summarization efforts should be necessary to respond to the request.

This information is required by DOT Order 1000.12C, Ch..II, Sec. 2; 49 CFR 21.9; and FAA Order 1400.11.

Criterion	Notes	Response	Comments
<p>2.1 The sponsor has, on file, demographic information for the surrounding community and communities otherwise affected by the sponsor's facilities and operations, including any airport noise and relocations.</p>	<p>At a minimum, data is required for race, color, national origin, and limited English proficiency (LEP) populations. The collected data must include the most current U.S. Census Bureau data, where available, such as American Community Survey data.</p> <p><u>EJScreen</u> [www.epa.gov/ejscreen] is a useful resource for assessing project areas.</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>	
<p>2.2 The sponsor has, on file, demographic information for beneficiaries. For example, if the applicant is an airport operator, it has collected information for its airport customers.</p>	<p>In most cases, this type of information is available through voluntary disclosures by customers, lessees, community meeting attendees, and businesses seeking opportunities with the applicant.</p> <p>If not applicable or after reasonable efforts, no information was collected, respond, "Yes."</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>	

Criterion	Notes	Response	Comments
<p>2.3 The sponsor has, on file, demographic information for their staff.</p>	<p>In most cases, this type of information is available through voluntary disclosures. See also 49 CFR § 21.5(c).</p> <p>If not applicable or after reasonable efforts, no information was collected, respond, "Yes."</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>	
<p>2.4 The sponsor has, on file, demographic information for individuals who are members of planning or advisory boards overseeing the applicant's programs, including its airport operations (if applicable).</p>	<p>Airport sponsors, the most common FAA grant applicants, commonly have appointed boards or are overseen directly by elected bodies, such as city councils. In addition, input for specific projects or sponsor priorities is often provided by standing appointed committees. If not already available, the information can be requested on a voluntary basis.</p> <p>If not applicable or after reasonable efforts, no information was collected, respond, "Yes."</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>	

Section 3: Questions about the Sponsor's Programs

By choosing "Yes" below, the sponsor certifies that the related statements are true.

This information is required by DOT Order 1000.12C, Ch. II, Secs. 2, 3, and 4.

Criterion	Notes	Response	Comments
<p>3.1 The sponsor's programs, including any airport operations, have been evaluated for potential impact based on race, color, national origin (including limited English proficiency (LEP)), or low-income status as part of an environmental review process consistent with FAA requirements.</p>	<p>Relevant requirements include Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d, et seq.) ("Title VI"), DOT's Title VI regulations at 49 CFR part 21, Executive Order 12898, and DOT Order on Environmental Justice (Order 5610.2C).</p> <p>See <u>Title VI of the Civil Rights Act of 1964</u> [www.justice.gov/crt/fcs/TitleVI];</p> <p><u>49 CFR part 21</u> [www.ecfr.gov]</p> <p><u>DOT Order on Environmental Justice</u> [www.transportation.gov/transportation-policy/environmental-justice]</p>	<p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p>	
<p>3.2 The sponsor has evaluated Checklist Section 2 data to identify any potential disparities based on race, color, or national origin (including LEP), as part of an analysis to identify potential discriminatory effects, consistent with FAA requirements.</p>	<p>Relevant requirements include Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d, et seq.) ("Title VI"), DOT's Title VI regulations at 49 CFR part 21, Executive Order 12898, and DOT Order on Environmental Justice (Order 5610.2C).</p>	<p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p>	

Criterion	Notes	Response	Comments
<p>3.3 The sponsor has performed a "Four-Factor" LEP analysis for the sponsor's programs, including its airport operations (if applicable). Plans and procedures and resources are in place to meet the identified LEP needs, consistent with the analysis.</p>	<p>A "Yes" response means yes to both parts of the question. The LEP analysis must be consistent with Executive Order 13166 and DOT Policy Guidance Concerning Recipients' Responsibilities to LEP Persons (70 FR 74087, December 14, 2005).</p> <p>See <u>DOT's LEP Guidance</u> [https://www.transportation.gov/civil-rights/civil-rights-awareness-enforcement/dots-lep-guidance].</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>	
<p>3.4 If the sponsor is an airport sponsor, the FAA Unlawful Discrimination Poster is displayed at its public airport facilities.</p> <p>If the sponsor is <i>not</i> an airport sponsor, it uses other effective methods to inform its customers, clients, beneficiaries, etc., that it will not discriminate based on race, color, national origin (including LEP), age, sex (including sexual orientation and gender identity), or creed, and of how to file a complaint of discrimination under Title VI against the applicant.</p>	<p>For airport sponsors, areas where the posters should be displayed include, as applicable, airport terminals, fixed base operator facilities, and at businesses that are open to the public and operating on airport property, such as hotels. For larger facilities, posters should be placed so that people can reasonably be expected to see them, no matter where they are in the facility. The poster is available at <u>Airport Civil Rights Program – National Airport Policy and Compliance</u> [https://www.faa.gov/about/office_org/headquarters_offices/acr/com_civ_support/national_airport_policy_compliance/].</p> <p>If applicant is not an airport, the method used to inform the public must be ongoing and documented.</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>	

Criterion	Notes	Response	Comments
<p>3.5 The sponsor's practices for obtaining proactive and meaningful public participation to ensure that (1) beneficiaries, as well as contractors and sub-recipients (if applicable), are adequately informed about how programs, projects, and other activities will potentially affect them, and (2) diverse views are heard and considered throughout all stages of consultation, planning, and decision-making processes.</p>	<p>To demonstrate compliance with Title VI, the sponsor must specifically be able to show how it affords all members of the community equal opportunity to provide input, regardless of race, color, national origin (including LEP), sex (including sexual orientation and gender identity), creed, or age, in accordance with Title VI, 49 U.S.C. § 47123, Executive Orders 12898 and 13166, DOT Order 5610.2C, and the DOT LEP guidance at 70 FR 74087.</p> <p>Please <i>skip</i> this question if the sponsor has an FAA-approved community participation plan.</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>	
<p>3.6 Detailed information for all of the sponsor's Title VI lawsuits, investigations; and complaints filed or pending within the last 2 years been uploaded to the FAA Civil Rights Connect System or sent to ACR-4-TitleVI@faa.gov, with receipt acknowledged.</p>	<p>Sponsors must provide the FAA with both the initial notifications for the individual lawsuits, investigation, and complaints, and status updates. The updates are required until at least the time of grant closeout. The updates must include at least the outcome of the lawsuits, investigation, and complaint, and confirmation for resolution of identified deficiencies.</p> <p>See Appendix C to 49 CFR 21, Sub-part (b)(3) [available through www.ecfr.gov].</p> <p>"Title VI lawsuits, investigations, and complaints" include those alleging discrimination based on race, color, national origin (including LEP), sex (including sexual orientation and gender identity), creed or age.</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>	

Criterion	Notes	Response	Comments
<p>3.7 Detailed information for all Title VI oversight activities (including audits, compliance reviews, and assessments for the sponsor) performed or pending within the last 2 years, has been sent to ACR-4-TitleVI@faa.gov, with receipt acknowledged. This requirement does not apply to oversight activities conducted by FAA.</p>	<p>Sponsors must provide the FAA with both the initial notifications for the individual audits, compliance reviews, and assessment, and status updates. The updates are required until at least the time of grant closeout. The updates must include at least the outcome of the audits, compliance reviews, and assessment, and confirmation for resolution of identified deficiencies.</p> <p>See Appendix C to 49 CFR 21, Sub-part (b)(3) [available through www.ecfr.gov].</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No	
<p>3.8 Detailed information for any pending grant applications with Federal agencies other than FAA identified in the grant application.</p>	<p>The information should be included in narrative fields of the pending application.</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No	



**FAA
Airports**

ASSURANCES AIRPORT SPONSORS

A. General.

1. These assurances shall be complied with in the performance of grant agreements for airport development, airport planning, and noise compatibility program grants for airport sponsors.
2. These assurances are required to be submitted as part of the project application by sponsors requesting funds under the provisions of Title 49, U.S.C., subtitle VII, as amended. As used herein, the term "public agency sponsor" means a public agency with control of a public-use airport; the term "private sponsor" means a private owner of a public-use airport; and the term "sponsor" includes both public agency sponsors and private sponsors.
3. Upon acceptance of this grant offer by the sponsor, these assurances are incorporated in and become part of this Grant Agreement.

B. Duration and Applicability.

1. Airport development or Noise Compatibility Program Projects Undertaken by a Public Agency Sponsor.

The terms, conditions and assurances of this Grant Agreement shall remain in full force and effect throughout the useful life of the facilities developed or equipment acquired for an airport development or noise compatibility program project, or throughout the useful life of the project items installed within a facility under a noise compatibility program project, but in any event not to exceed twenty (20) years from the date of acceptance of a grant offer of Federal funds for the project. However, there shall be no limit on the duration of the assurances regarding Exclusive Rights and Airport Revenue so long as the airport is used as an airport. There shall be no limit on the duration of the terms, conditions, and assurances with respect to real property acquired with federal funds. Furthermore, the duration of the Civil Rights assurance shall be specified in the assurances.

2. Airport Development or Noise Compatibility Projects Undertaken by a Private Sponsor.

The preceding paragraph (1) also applies to a private sponsor except that the useful life of project items installed within a facility or the useful life of the facilities developed or equipment acquired under an airport development or noise compatibility program project shall be no less than ten (10) years from the date of acceptance of Federal aid for the project.

3. Airport Planning Undertaken by a Sponsor.

Unless otherwise specified in this Grant Agreement, only Assurances 1, 2, 3, 5, 6, 13, 18, 23, 25, 30, 32, 33, 34, and 37 in Section C apply to planning projects. The terms, conditions, and

assurances of this Grant Agreement shall remain in full force and effect during the life of the project; there shall be no limit on the duration of the assurances regarding Exclusive Rights and Airport Revenue so long as the airport is used as an airport.

C. Sponsor Certification.

The sponsor hereby assures and certifies, with respect to this grant that:

1. General Federal Requirements

It will comply with all applicable Federal laws, regulations, executive orders, policies, guidelines, and requirements as they relate to the application, acceptance, and use of Federal funds for this Grant including but not limited to the following:

FEDERAL LEGISLATION

- a. 49 U.S.C. subtitle VII, as amended.
- b. Davis-Bacon Act, as amended — 40 U.S.C. §§ 3141-3144, 3146, and 3147, et seq.¹
- c. Federal Fair Labor Standards Act — 29 U.S.C. § 201, et seq.
- d. Hatch Act — 5 U.S.C. § 1501, et seq.²
- e. Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, 42 U.S.C. § 4601, et seq.^{1, 2}
- f. National Historic Preservation Act of 1966 — Section 106 — 54 U.S.C. § 306108.¹
- g. Archeological and Historic Preservation Act of 1974 — 54 U.S.C. § 312501, et seq.¹
- h. Native Americans Grave Repatriation Act — 25 U.S.C. § 3001, et seq.
- i. Clean Air Act, P.L. 90-148, as amended — 42 U.S.C. § 7401, et seq.
- j. Coastal Zone Management Act, P.L. 92-583, as amended — 16 U.S.C. § 1451, et seq.
- k. Flood Disaster Protection Act of 1973 — Section 102(a) - 42 U.S.C. § 4012a.¹
- l. 49 U.S.C. § 303, (formerly known as Section 4(f)).
- m. Rehabilitation Act of 1973 — 29 U.S.C. § 794.
- n. Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252) (prohibits discrimination on the basis of race, color, national origin).
- o. Americans with Disabilities Act of 1990, as amended, (42 U.S.C. § 12101 et seq.) (prohibits discrimination on the basis of disability).
- p. Age Discrimination Act of 1975 — 42 U.S.C. § 6101, et seq.
- q. American Indian Religious Freedom Act, P.L. 95-341, as amended.
- r. Architectural Barriers Act of 1968, as amended — 42 U.S.C. § 4151, et seq.¹
- s. Powerplant and Industrial Fuel Use Act of 1978 — Section 403 — 42 U.S.C. § 8373.¹
- t. Contract Work Hours and Safety Standards Act — 40 U.S.C. § 3701, et seq.¹
- u. Copeland Anti-kickback Act — 18 U.S.C. § 874.¹

- v. National Environmental Policy Act of 1969 – 42 U.S.C. § 4321, et seq.¹
- w. Wild and Scenic Rivers Act, P.L. 90-542, as amended – 16 U.S.C. § 1271, et seq.
- x. Single Audit Act of 1984 – 31 U.S.C. § 7501, et seq.²
- y. Drug-Free Workplace Act of 1988 – 41 U.S.C. §§ 8101 through 8105.
- z. The Federal Funding Accountability and Transparency Act of 2006, as amended (P.L. 109-282, as amended by section 6202 of P.L. 110-252).
- aa. Civil Rights Restoration Act of 1987, P.L. 100-259.
- bb. Build America, Buy America Act, P.L. 117-58, Title IX.

EXECUTIVE ORDERS

- a. Executive Order 11246 – Equal Employment Opportunity¹
- b. Executive Order 11990 – Protection of Wetlands
- c. Executive Order 11998 – Flood Plain Management
- d. Executive Order 12372 – Intergovernmental Review of Federal Programs
- e. Executive Order 12699 – Seismic Safety of Federal and Federally Assisted New Building Construction¹
- f. Executive Order 12898 – Environmental Justice
- g. Executive Order 13166 – Improving Access to Services for Persons with Limited English Proficiency
- h. Executive Order 13985 – Executive Order on Advancing Racial Equity and Support for Underserved Communities Through the Federal Government
- i. Executive Order 13988 – Preventing and Combating Discrimination on the Basis of Gender Identity or Sexual Orientation
- j. Executive Order 14005 – Ensuring the Future is Made in all of America by All of America's Workers
- k. Executive Order 14008 – Tackling the Climate Crisis at Home and Abroad

FEDERAL REGULATIONS

- a. 2 CFR Part 180 – OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement).
- b. 2 CFR Part 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards. ^{4,5}
- c. 2 CFR Part 1200 – Nonprocurement Suspension and Debarment.
- d. 14 CFR Part 13 – Investigative and Enforcement Procedures.
- e. 14 CFR Part 16 – Rules of Practice for Federally-Assisted Airport Enforcement Proceedings.
- f. 14 CFR Part 150 – Airport Noise Compatibility Planning.

- g. 28 CFR Part 35 – Nondiscrimination on the Basis of Disability in State and Local Government Services.
- h. 28 CFR § 50.3 – U.S. Department of Justice Guidelines for the Enforcement of Title VI of the Civil Rights Act of 1964.
- i. 29 CFR Part 1 – Procedures for Predetermination of Wage Rates.¹
- j. 29 CFR Part 3 – Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States.¹
- k. 29 CFR Part 5 – Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction (Also Labor Standards Provisions Applicable to Nonconstruction Contracts Subject to the Contract Work Hours and Safety Standards Act).¹
- l. 41 CFR Part 60 – Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor (Federal and Federally-assisted contracting requirements).¹
- m. 49 CFR Part 20 – New Restrictions on Lobbying.
- n. 49 CFR Part 21 – Nondiscrimination in Federally-Assisted Programs of the Department of Transportation - Effectuation of Title VI of the Civil Rights Act of 1964.
- o. 49 CFR Part 23 – Participation by Disadvantage Business Enterprise in Airport Concessions.
- p. 49 CFR Part 24 – Uniform Relocation Assistance and Real Property Acquisition for Federal and Federally-Assisted Programs.^{1, 2}
- q. 49 CFR Part 26 – Participation by Disadvantaged Business Enterprises in Department of Transportation Financial Assistance Programs.
- r. 49 CFR Part 27 – Nondiscrimination on the Basis of Disability in Programs or Activities Receiving Federal Financial Assistance.¹
- s. 49 CFR Part 28 – Enforcement of Nondiscrimination on the Basis of Handicap in Programs or Activities Conducted by the Department of Transportation.
- t. 49 CFR Part 30 – Denial of Public Works Contracts to Suppliers of Goods and Services of Countries That Deny Procurement Market Access to U.S. Contractors.
- u. 49 CFR Part 32 – Governmentwide Requirements for Drug-Free Workplace (Financial Assistance).
- v. 49 CFR Part 37 – Transportation Services for Individuals with Disabilities (ADA).
- w. 49 CFR Part 38 – Americans with Disabilities Act (ADA) Accessibility Specifications for Transportation Vehicles.
- x. 49 CFR Part 41 – Seismic Safety.

FOOTNOTES TO ASSURANCE (C)(1)

¹ These laws do not apply to airport planning sponsors.

² These laws do not apply to private sponsors.

³ 2 CFR Part 200 contains requirements for State and Local Governments receiving Federal assistance. Any requirement levied upon State and Local Governments by this regulation shall

apply where applicable to private sponsors receiving Federal assistance under Title 49, United States Code.

- ⁴ Cost principles established in 2 CFR part 200 subpart E must be used as guidelines for determining the eligibility of specific types of expenses.
- ⁵ Audit requirements established in 2 CFR part 200 subpart F are the guidelines for audits.

SPECIFIC ASSURANCES

Specific assurances required to be included in grant agreements by any of the above laws, regulations or circulars are incorporated by reference in this Grant Agreement.

2. Responsibility and Authority of the Sponsor.

a. Public Agency Sponsor:

It has legal authority to apply for this Grant, and to finance and carry out the proposed project; that a resolution, motion or similar action has been duly adopted or passed as an official act of the applicant's governing body authorizing the filing of the application, including all understandings and assurances contained therein, and directing and authorizing the person identified as the official representative of the applicant to act in connection with the application and to provide such additional information as may be required.

b. Private Sponsor:

It has legal authority to apply for this Grant and to finance and carry out the proposed project and comply with all terms, conditions, and assurances of this Grant Agreement. It shall designate an official representative and shall in writing direct and authorize that person to file this application, including all understandings and assurances contained therein; to act in connection with this application; and to provide such additional information as may be required.

3. Sponsor Fund Availability.

It has sufficient funds available for that portion of the project costs which are not to be paid by the United States. It has sufficient funds available to assure operation and maintenance of items funded under this Grant Agreement which it will own or control.

4. Good Title.

- a. It, a public agency or the Federal government, holds good title, satisfactory to the Secretary, to the landing area of the airport or site thereof, or will give assurance satisfactory to the Secretary that good title will be acquired.
- b. For noise compatibility program projects to be carried out on the property of the sponsor, it holds good title satisfactory to the Secretary to that portion of the property upon which Federal funds will be expended or will give assurance to the Secretary that good title will be obtained.

5. Preserving Rights and Powers.

- a. It will not take or permit any action which would operate to deprive it of any of the rights and powers necessary to perform any or all of the terms, conditions, and assurances in this Grant Agreement without the written approval of the Secretary, and will act promptly to acquire, extinguish or modify any outstanding rights or claims of right of others which would interfere

with such performance by the sponsor. This shall be done in a manner acceptable to the Secretary.

- b. Subject to the FAA Act of 2018, Public Law 115-254, Section 163, it will not sell, lease, encumber, or otherwise transfer or dispose of any part of its title or other interests in the property shown on Exhibit A to this application or, for a noise compatibility program project, that portion of the property upon which Federal funds have been expended, for the duration of the terms, conditions, and assurances in this Grant Agreement without approval by the Secretary. If the transferee is found by the Secretary to be eligible under Title 49, United States Code, to assume the obligations of this Grant Agreement and to have the power, authority, and financial resources to carry out all such obligations, the sponsor shall insert in the contract or document transferring or disposing of the sponsor's interest, and make binding upon the transferee all of the terms, conditions, and assurances contained in this Grant Agreement.
- c. For all noise compatibility program projects which are to be carried out by another unit of local government or are on property owned by a unit of local government other than the sponsor, it will enter into an agreement with that government. Except as otherwise specified by the Secretary, that agreement shall obligate that government to the same terms, conditions, and assurances that would be applicable to it if it applied directly to the FAA for a grant to undertake the noise compatibility program project. That agreement and changes thereto must be satisfactory to the Secretary. It will take steps to enforce this agreement against the local government if there is substantial non-compliance with the terms of the agreement.
- d. For noise compatibility program projects to be carried out on privately owned property, it will enter into an agreement with the owner of that property which includes provisions specified by the Secretary. It will take steps to enforce this agreement against the property owner whenever there is substantial non-compliance with the terms of the agreement.
- e. If the sponsor is a private sponsor, it will take steps satisfactory to the Secretary to ensure that the airport will continue to function as a public-use airport in accordance with these assurances for the duration of these assurances.
- f. If an arrangement is made for management and operation of the airport by any agency or person other than the sponsor or an employee of the sponsor, the sponsor will reserve sufficient rights and authority to ensure that the airport will be operated and maintained in accordance with Title 49, United States Code, the regulations and the terms, conditions and assurances in this Grant Agreement and shall ensure that such arrangement also requires compliance therewith.
- g. Sponsors of commercial service airports will not permit or enter into any arrangement that results in permission for the owner or tenant of a property used as a residence, or zoned for residential use, to taxi an aircraft between that property and any location on airport. Sponsors of general aviation airports entering into any arrangement that results in permission for the owner of residential real property adjacent to or near the airport must comply with the requirements of Sec. 136 of Public Law 112-95 and the sponsor assurances.

6. Consistency with Local Plans.

The project is reasonably consistent with plans (existing at the time of submission of this application) of public agencies that are authorized by the State in which the project is located to plan for the development of the area surrounding the airport.

7. Consideration of Local Interest.

It has given fair consideration to the interest of communities in or near where the project may be located.

8. Consultation with Users.

In making a decision to undertake any airport development project under Title 49, United States Code, it has undertaken reasonable consultations with affected parties using the airport at which project is proposed.

9. Public Hearings.

In projects involving the location of an airport, an airport runway, or a major runway extension, it has afforded the opportunity for public hearings for the purpose of considering the economic, social, and environmental effects of the airport or runway location and its consistency with goals and objectives of such planning as has been carried out by the community and it shall, when requested by the Secretary, submit a copy of the transcript of such hearings to the Secretary. Further, for such projects, it has on its management board either voting representation from the communities where the project is located or has advised the communities that they have the right to petition the Secretary concerning a proposed project.

10. Metropolitan Planning Organization.

In projects involving the location of an airport, an airport runway, or a major runway extension at a medium or large hub airport, the sponsor has made available to and has provided upon request to the metropolitan planning organization in the area in which the airport is located, if any, a copy of the proposed amendment to the airport layout plan to depict the project and a copy of any airport master plan in which the project is described or depicted.

11. Pavement Preventive Maintenance-Management.

With respect to a project approved after January 1, 1995, for the replacement or reconstruction of pavement at the airport, it assures or certifies that it has implemented an effective airport pavement maintenance-management program and it assures that it will use such program for the useful life of any pavement constructed, reconstructed or repaired with Federal financial assistance at the airport. It will provide such reports on pavement condition and pavement management programs as the Secretary determines may be useful.

12. Terminal Development Prerequisites.

For projects which include terminal development at a public use airport, as defined in Title 49, it has, on the date of submittal of the project grant application, all the safety equipment required for certification of such airport under 49 U.S.C. § 44706, and all the security equipment required by rule or regulation, and has provided for access to the passenger enplaning and deplaning area of such airport to passengers enplaning and deplaning from aircraft other than air carrier aircraft.

13. Accounting System, Audit, and Record Keeping Requirements.

- a. It shall keep all project accounts and records which fully disclose the amount and disposition by the recipient of the proceeds of this Grant, the total cost of the project in connection with which this Grant is given or used, and the amount or nature of that portion of the cost of the project supplied by other sources, and such other financial records pertinent to the project. The

accounts and records shall be kept in accordance with an accounting system that will facilitate an effective audit in accordance with the Single Audit Act of 1984.

- b. It shall make available to the Secretary and the Comptroller General of the United States, or any of their duly authorized representatives, for the purpose of audit and examination, any books, documents, papers, and records of the recipient that are pertinent to this Grant. The Secretary may require that an appropriate audit be conducted by a recipient. In any case in which an independent audit is made of the accounts of a sponsor relating to the disposition of the proceeds of a grant or relating to the project in connection with which this Grant was given or used, it shall file a certified copy of such audit with the Comptroller General of the United States not later than six (6) months following the close of the fiscal year for which the audit was made.

14. Minimum Wage Rates.

It shall include, in all contracts in excess of \$2,000 for work on any projects funded under this Grant Agreement which involve labor, provisions establishing minimum rates of wages, to be predetermined by the Secretary of Labor under 40 U.S.C. §§ 3141-3144, 3146, and 3147, Public Building, Property, and Works), which contractors shall pay to skilled and unskilled labor, and such minimum rates shall be stated in the invitation for bids and shall be included in proposals or bids for the work.

15. Veteran's Preference.

It shall include in all contracts for work on any project funded under this Grant Agreement which involve labor, such provisions as are necessary to insure that, in the employment of labor (except in executive, administrative, and supervisory positions), preference shall be given to Vietnam era veterans, Persian Gulf veterans, Afghanistan-Iraq war veterans, disabled veterans, and small business concerns owned and controlled by disabled veterans as defined in 49 U.S.C. § 47112. However, this preference shall apply only where the individuals are available and qualified to perform the work to which the employment relates.

16. Conformity to Plans and Specifications.

It will execute the project subject to plans, specifications, and schedules approved by the Secretary. Such plans, specifications, and schedules shall be submitted to the Secretary prior to commencement of site preparation, construction, or other performance under this Grant Agreement, and, upon approval of the Secretary, shall be incorporated into this Grant Agreement. Any modification to the approved plans, specifications, and schedules shall also be subject to approval of the Secretary, and incorporated into this Grant Agreement.

17. Construction Inspection and Approval.

It will provide and maintain competent technical supervision at the construction site throughout the project to assure that the work conforms to the plans, specifications, and schedules approved by the Secretary for the project. It shall subject the construction work on any project contained in an approved project application to inspection and approval by the Secretary and such work shall be in accordance with regulations and procedures prescribed by the Secretary. Such regulations and procedures shall require such cost and progress reporting by the sponsor or sponsors of such project as the Secretary shall deem necessary.

18. Planning Projects.

In carrying out planning projects:

- a. It will execute the project in accordance with the approved program narrative contained in the project application or with the modifications similarly approved.
- b. It will furnish the Secretary with such periodic reports as required pertaining to the planning project and planning work activities.
- c. It will include in all published material prepared in connection with the planning project a notice that the material was prepared under a grant provided by the United States.
- d. It will make such material available for examination by the public, and agrees that no material prepared with funds under this project shall be subject to copyright in the United States or any other country.
- e. It will give the Secretary unrestricted authority to publish, disclose, distribute, and otherwise use any of the material prepared in connection with this grant.
- f. It will grant the Secretary the right to disapprove the sponsor's employment of specific consultants and their subcontractors to do all or any part of this project as well as the right to disapprove the proposed scope and cost of professional services.
- g. It will grant the Secretary the right to disapprove the use of the sponsor's employees to do all or any part of the project.
- h. It understands and agrees that the Secretary's approval of this project grant or the Secretary's approval of any planning material developed as part of this grant does not constitute or imply any assurance or commitment on the part of the Secretary to approve any pending or future application for a Federal airport grant.

19. Operation and Maintenance.

- a. The airport and all facilities which are necessary to serve the aeronautical users of the airport, other than facilities owned or controlled by the United States, shall be operated at all times in a safe and serviceable condition and in accordance with the minimum standards as may be required or prescribed by applicable Federal, state, and local agencies for maintenance and operation. It will not cause or permit any activity or action thereon which would interfere with its use for airport purposes. It will suitably operate and maintain the airport and all facilities thereon or connected therewith, with due regard to climatic and flood conditions. Any proposal to temporarily close the airport for non-aeronautical purposes must first be approved by the Secretary. In furtherance of this assurance, the sponsor will have in effect arrangements for:
 1. Operating the airport's aeronautical facilities whenever required;
 2. Promptly marking and lighting hazards resulting from airport conditions, including temporary conditions; and
 3. Promptly notifying pilots of any condition affecting aeronautical use of the airport. Nothing contained herein shall be construed to require that the airport be operated for aeronautical use during temporary periods when snow, flood, or other climatic conditions interfere with such operation and maintenance. Further, nothing herein shall be construed as requiring the maintenance, repair, restoration, or replacement of any structure or

facility which is substantially damaged or destroyed due to an act of God or other condition or circumstance beyond the control of the sponsor.

- b. It will suitably operate and maintain noise compatibility program items that it owns or controls upon which Federal funds have been expended.

20. Hazard Removal and Mitigation.

It will take appropriate action to assure that such terminal airspace as is required to protect Instrument and visual operations to the airport (including established minimum flight altitudes) will be adequately cleared and protected by removing, lowering, relocating, marking, or lighting or otherwise mitigating existing airport hazards and by preventing the establishment or creation of future airport hazards.

21. Compatible Land Use.

It will take appropriate action, to the extent reasonable, including the adoption of zoning laws, to restrict the use of land adjacent to or in the immediate vicinity of the airport to activities and purposes compatible with normal airport operations, including landing and takeoff of aircraft. In addition, if the project is for noise compatibility program implementation, it will not cause or permit any change in land use, within its jurisdiction, that will reduce its compatibility, with respect to the airport, of the noise compatibility program measures upon which Federal funds have been expended.

22. Economic Nondiscrimination.

- a. It will make the airport available as an airport for public use on reasonable terms and without unjust discrimination to all types, kinds and classes of aeronautical activities, including commercial aeronautical activities offering services to the public at the airport.
- b. In any agreement, contract, lease, or other arrangement under which a right or privilege at the airport is granted to any person, firm, or corporation to conduct or to engage in any aeronautical activity for furnishing services to the public at the airport, the sponsor will insert and enforce provisions requiring the contractor to:
 - 1. Furnish said services on a reasonable, and not unjustly discriminatory, basis to all users thereof, and
 - 2. Charge reasonable, and not unjustly discriminatory, prices for each unit or service, provided that the contractor may be allowed to make reasonable and nondiscriminatory discounts, rebates, or other similar types of price reductions to volume purchasers.
- c. Each fixed-based operator at the airport shall be subject to the same rates, fees, rentals, and other charges as are uniformly applicable to all other fixed-based operators making the same or similar uses of such airport and utilizing the same or similar facilities.
- d. Each air carrier using such airport shall have the right to service itself or to use any fixed-based operator that is authorized or permitted by the airport to serve any air carrier at such airport.
- e. Each air carrier using such airport (whether as a tenant, non-tenant, or subtenant of another air carrier tenant) shall be subject to such nondiscriminatory and substantially comparable rules, regulations, conditions, rates, fees, rentals, and other charges with respect to facilities directly and substantially related to providing air transportation as are applicable to all such air carriers which make similar use of such airport and utilize similar facilities, subject to reasonable

classifications such as tenants or non-tenants and signatory carriers and non-signatory carriers. Classification or status as tenant or signatory shall not be unreasonably withheld by any airport provided an air carrier assumes obligations substantially similar to those already imposed on air carriers in such classification or status.

- f. It will not exercise or grant any right or privilege which operates to prevent any person, firm, or corporation operating aircraft on the airport from performing any services on its own aircraft with its own employees (including, but not limited to maintenance, repair, and fueling) that it may choose to perform.
- g. In the event the sponsor itself exercises any of the rights and privileges referred to in this assurance, the services involved will be provided on the same conditions as would apply to the furnishing of such services by commercial aeronautical service providers authorized by the sponsor under these provisions.
- h. The sponsor may establish such reasonable, and not unjustly discriminatory, conditions to be met by all users of the airport as may be necessary for the safe and efficient operation of the airport.
- i. The sponsor may prohibit or limit any given type, kind or class of aeronautical use of the airport if such action is necessary for the safe operation of the airport or necessary to serve the civil aviation needs of the public.

23. Exclusive Rights.

It will permit no exclusive right for the use of the airport by any person providing, or intending to provide, aeronautical services to the public. For purposes of this paragraph, the providing of the services at an airport by a single fixed-based operator shall not be construed as an exclusive right if both of the following apply:

- a. It would be unreasonably costly, burdensome, or impractical for more than one fixed-based operator to provide such services, and
- b. If allowing more than one fixed-based operator to provide such services would require the reduction of space leased pursuant to an existing agreement between such single fixed-based operator and such airport. It further agrees that it will not, either directly or indirectly, grant or permit any person, firm, or corporation, the exclusive right at the airport to conduct any aeronautical activities, including, but not limited to charter flights, pilot training, aircraft rental and sightseeing, aerial photography, crop dusting, aerial advertising and surveying, air carrier operations, aircraft sales and services, sale of aviation petroleum products whether or not conducted in conjunction with other aeronautical activity, repair and maintenance of aircraft, sale of aircraft parts, and any other activities which because of their direct relationship to the operation of aircraft can be regarded as an aeronautical activity, and that it will terminate any exclusive right to conduct an aeronautical activity now existing at such an airport before the grant of any assistance under Title 49, United States Code.

24. Fee and Rental Structure.

It will maintain a fee and rental structure for the facilities and services at the airport which will make the airport as self-sustaining as possible under the circumstances existing at the particular airport, taking into account such factors as the volume of traffic and economy of collection. No part of the Federal share of an airport development, airport planning or noise compatibility project for

which a Grant is made under Title 49, United States Code, the Airport and Airway Improvement Act of 1982, the Federal Airport Act or the Airport and Airway Development Act of 1970 shall be included in the rate basis in establishing fees, rates, and charges for users of that airport.

25. Airport Revenues.

- a. All revenues generated by the airport and any local taxes on aviation fuel established after December 30, 1987, will be expended by it for the capital or operating costs of the airport; the local airport system; or other local facilities which are owned or operated by the owner or operator of the airport and which are directly and substantially related to the actual air transportation of passengers or property; or for noise mitigation purposes on or off the airport. The following exceptions apply to this paragraph:
 1. If covenants or assurances in debt obligations issued before September 3, 1982, by the owner or operator of the airport, or provisions enacted before September 3, 1982, in governing statutes controlling the owner or operator's financing, provide for the use of the revenues from any of the airport owner or operator's facilities, including the airport, to support not only the airport but also the airport owner or operator's general debt obligations or other facilities, then this limitation on the use of all revenues generated by the airport (and, in the case of a public airport, local taxes on aviation fuel) shall not apply.
 2. If the Secretary approves the sale of a privately owned airport to a public sponsor and provides funding for any portion of the public sponsor's acquisition of land, this limitation on the use of all revenues generated by the sale shall not apply to certain proceeds from the sale. This is conditioned on repayment to the Secretary by the private owner of an amount equal to the remaining unamortized portion (amortized over a 20-year period) of any airport improvement grant made to the private owner for any purpose other than land acquisition on or after October 1, 1996, plus an amount equal to the federal share of the current fair market value of any land acquired with an airport improvement grant made to that airport on or after October 1, 1996.
 3. Certain revenue derived from or generated by mineral extraction, production, lease, or other means at a general aviation airport (as defined at 49 U.S.C. § 47102), if the FAA determines the airport sponsor meets the requirements set forth in Section 813 of Public Law 112-95.
- b. As part of the annual audit required under the Single Audit Act of 1984, the sponsor will direct that the audit will review, and the resulting audit report will provide an opinion concerning, the use of airport revenue and taxes in paragraph (a), and indicating whether funds paid or transferred to the owner or operator are paid or transferred in a manner consistent with Title 49, United States Code and any other applicable provision of law, including any regulation promulgated by the Secretary or Administrator.
- c. Any civil penalties or other sanctions will be imposed for violation of this assurance in accordance with the provisions of 49 U.S.C. § 47107.

26. Reports and Inspections.

It will:

- a. submit to the Secretary such annual or special financial and operations reports as the Secretary may reasonably request and make such reports available to the public; make available to the

- public at reasonable times and places a report of the airport budget in a format prescribed by the Secretary;
- b. for airport development projects, make the airport and all airport records and documents affecting the airport, including deeds, leases, operation and use agreements, regulations and other instruments, available for inspection by any duly authorized agent of the Secretary upon reasonable request;
 - c. for noise compatibility program projects, make records and documents relating to the project and continued compliance with the terms, conditions, and assurances of this Grant Agreement including deeds, leases, agreements, regulations, and other instruments, available for inspection by any duly authorized agent of the Secretary upon reasonable request; and
 - d. in a format and time prescribed by the Secretary, provide to the Secretary and make available to the public following each of its fiscal years, an annual report listing in detail:
 - 1. all amounts paid by the airport to any other unit of government and the purposes for which each such payment was made; and
 - 2. all services and property provided by the airport to other units of government and the amount of compensation received for provision of each such service and property.

27. Use by Government Aircraft.

It will make available all of the facilities of the airport developed with Federal financial assistance and all those usable for landing and takeoff of aircraft to the United States for use by Government aircraft in common with other aircraft at all times without charge, except, if the use by Government aircraft is substantial, charge may be made for a reasonable share, proportional to such use, for the cost of operating and maintaining the facilities used. Unless otherwise determined by the Secretary, or otherwise agreed to by the sponsor and the using agency, substantial use of an airport by Government aircraft will be considered to exist when operations of such aircraft are in excess of those which, in the opinion of the Secretary, would unduly interfere with use of the landing areas by other authorized aircraft, or during any calendar month that:

- a. Five (5) or more Government aircraft are regularly based at the airport or on land adjacent thereto; or
- b. The total number of movements (counting each landing as a movement) of Government aircraft is 300 or more, or the gross accumulative weight of Government aircraft using the airport (the total movement of Government aircraft multiplied by gross weights of such aircraft) is in excess of five million pounds.

28. Land for Federal Facilities.

It will furnish without cost to the Federal Government for use in connection with any air traffic control or air navigation activities, or weather-reporting and communication activities related to air traffic control, any areas of land or water, or estate therein as the Secretary considers necessary or desirable for construction, operation, and maintenance at Federal expense of space or facilities for such purposes. Such areas or any portion thereof will be made available as provided herein within four months after receipt of a written request from the Secretary.

29. Airport Layout Plan.

- a. Subject to the FAA Reauthorization Act of 2018, Public Law 115-254, Section 163, it will keep up to date at all times an airport layout plan of the airport showing:
1. boundaries of the airport and all proposed additions thereto, together with the boundaries of all offsite areas owned or controlled by the sponsor for airport purposes and proposed additions thereto;
 2. the location and nature of all existing and proposed airport facilities and structures (such as runways, taxiways, aprons, terminal buildings, hangars and roads), including all proposed extensions and reductions of existing airport facilities;
 3. the location of all existing and proposed non-aviation areas and of all existing improvements thereon; and
 4. all proposed and existing access points used to taxi aircraft across the airport's property boundary.

Such airport layout plans and each amendment, revision, or modification thereof, shall be subject to the approval of the Secretary which approval shall be evidenced by the signature of a duly authorized representative of the Secretary on the face of the airport layout plan. The sponsor will not make or permit any changes or alterations in the airport or any of its facilities which are not in conformity with the airport layout plan as approved by the Secretary and which might, in the opinion of the Secretary, adversely affect the safety, utility or efficiency of the airport.

- b. Subject to the FAA Reauthorization Act of 2018, Public Law 115-254, Section 163, if a change or alteration in the airport or the facilities is made which the Secretary determines adversely affects the safety, utility, or efficiency of any federally owned, leased, or funded property on or off the airport and which is not in conformity with the airport layout plan as approved by the Secretary, the owner or operator will, if requested, by the Secretary:
1. eliminate such adverse effect in a manner approved by the Secretary; or
 2. bear all costs of relocating such property (or replacement thereof) to a site acceptable to the Secretary and all costs of restoring such property (or replacement thereof) to the level of safety, utility, efficiency, and cost of operation existing before the unapproved change in the airport or its facilities except in the case of a relocation or replacement of an existing airport facility due to a change in the Secretary's design standards beyond the control of the airport sponsor.

30. Civil Rights.

It will promptly take any measures necessary to ensure that no person in the United States shall, on the grounds of race, color, and national origin (including limited English proficiency) in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. §§ 2000d to 2000d-4); creed and sex (including sexual orientation and gender identity) per 49 U.S.C. § 47123 and related requirements; age per the Age Discrimination Act of 1975 and related requirements; or disability per the Americans with Disabilities Act of 1990 and related requirements, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination in any program and activity conducted with, or benefiting from, funds received from this Grant.

- a. Using the definitions of activity, facility, and program as found and defined in 49 CFR § 21.23(b) and 21.23(e), the sponsor will facilitate all programs, operate all facilities, or conduct all programs in compliance with all non-discrimination requirements imposed by or pursuant to these assurances.
- b. **Applicability**
1. **Programs and Activities.** If the sponsor has received a grant (or other federal assistance) for any of the sponsor's program or activities, these requirements extend to all of the sponsor's programs and activities.
 2. **Facilities.** Where it receives a grant or other federal financial assistance to construct, expand, renovate, remodel, alter, or acquire a facility, or part of a facility, the assurance extends to the entire facility and facilities operated in connection therewith.
 3. **Real Property.** Where the sponsor receives a grant or other Federal financial assistance in the form of, or for the acquisition of real property or an interest in real property, the assurance will extend to rights to space on, over, or under such property.
- c. **Duration.**
The sponsor agrees that it is obligated to this assurance for the period during which Federal financial assistance is extended to the program, except where the Federal financial assistance is to provide, or is in the form of, personal property, or real property, or interest therein, or structures or improvements thereon, in which case the assurance obligates the sponsor, or any transferee for the longer of the following periods:
1. So long as the airport is used as an airport, or for another purpose involving the provision of similar services or benefits; or
 2. So long as the sponsor retains ownership or possession of the property.
- d. **Required Solicitation Language.** It will include the following notification in all solicitations for bids, Requests For Proposals for work, or material under this Grant Agreement and in all proposals for agreements, including airport concessions, regardless of funding source:
"The Pease Development Authority, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. §§ 2000d to 2000d-4) and the Regulations, hereby notifies all bidders or offerors that it will affirmatively ensure that for any contract entered into pursuant to this advertisement, [select businesses, or disadvantaged business enterprises or airport concession disadvantaged business enterprises] will be afforded full and fair opportunity to submit bids in response to this invitation and no businesses will be discriminated against on the grounds of race, color, national origin (including limited English proficiency), creed, sex (including sexual orientation and gender identity), age, or disability in consideration for an award."
- e. **Required Contract Provisions.**
1. It will insert the non-discrimination contract clauses requiring compliance with the acts and regulations relative to non-discrimination in Federally-assisted programs of the Department of Transportation (DOT), and incorporating the acts and regulations into the contracts by reference in every contract or agreement subject to the non-discrimination in Federally-assisted programs of the DOT acts and regulations.

2. It will include a list of the pertinent non-discrimination authorities in every contract that is subject to the non-discrimination acts and regulations.
3. It will insert non-discrimination contract clauses as a covenant running with the land, in any deed from the United States effecting or recording a transfer of real property, structures, use, or improvements thereon or interest therein to a sponsor.
4. It will insert non-discrimination contract clauses prohibiting discrimination on the basis of race, color, national origin (including limited English proficiency), creed, sex (including sexual orientation and gender identity), age, or disability as a covenant running with the land, in any future deeds, leases, license, permits, or similar instruments entered into by the sponsor with other parties:
 - a. For the subsequent transfer of real property acquired or improved under the applicable activity, project, or program; and
 - b. For the construction or use of, or access to, space on, over, or under real property acquired or improved under the applicable activity, project, or program.
- f. It will provide for such methods of administration for the program as are found by the Secretary to give reasonable guarantee that it, other recipients, sub-recipients, sub-grantees, contractors, subcontractors, consultants, transferees, successors in interest, and other participants of Federal financial assistance under such program will comply with all requirements imposed or pursuant to the acts, the regulations, and this assurance.
- g. It agrees that the United States has a right to seek judicial enforcement with regard to any matter arising under the acts, the regulations, and this assurance.

31. Disposal of Land.

- a. For land purchased under a grant for airport noise compatibility purposes, including land serving as a noise buffer, it will dispose of the land, when the land is no longer needed for such purposes, at fair market value, at the earliest practicable time. That portion of the proceeds of such disposition which is proportionate to the United States' share of acquisition of such land will be, at the discretion of the Secretary, (1) reinvested in another project at the airport, or (2) transferred to another eligible airport as prescribed by the Secretary. The Secretary shall give preference to the following, in descending order:
 1. Reinvestment in an approved noise compatibility project;
 2. Reinvestment in an approved project that is eligible for grant funding under 49 U.S.C. § 47117(e);
 3. Reinvestment in an approved airport development project that is eligible for grant funding under 49 U.S.C. §§ 47114, 47115, or 47117;
 4. Transfer to an eligible sponsor of another public airport to be reinvested in an approved noise compatibility project at that airport; or
 5. Payment to the Secretary for deposit in the Airport and Airway Trust Fund.

If land acquired under a grant for noise compatibility purposes is leased at fair market value and consistent with noise buffering purposes, the lease will not be considered a disposal of the land. Revenues derived from such a lease may be used for an approved airport development

project that would otherwise be eligible for grant funding or any permitted use of airport revenue.

- b. For land purchased under a grant for airport development purposes (other than noise compatibility), it will, when the land is no longer needed for airport purposes, dispose of such land at fair market value or make available to the Secretary an amount equal to the United States' proportionate share of the fair market value of the land. That portion of the proceeds of such disposition which is proportionate to the United States' share of the cost of acquisition of such land will, upon application to the Secretary, be reinvested or transferred to another eligible airport as prescribed by the Secretary. The Secretary shall give preference to the following, in descending order:
 1. Reinvestment in an approved noise compatibility project;
 2. Reinvestment in an approved project that is eligible for grant funding under 49 U.S.C. § 47117(e);
 3. Reinvestment in an approved airport development project that is eligible for grant funding under 49 U.S.C. §§ 47114, 47115, or 47117;
 4. Transfer to an eligible sponsor of another public airport to be reinvested in an approved noise compatibility project at that airport; or
 5. Payment to the Secretary for deposit in the Airport and Airway Trust Fund.
- c. Land shall be considered to be needed for airport purposes under this assurance if (1) it may be needed for aeronautical purposes (including runway protection zones) or serve as noise buffer land, and (2) the revenue from interim uses of such land contributes to the financial self-sufficiency of the airport. Further, land purchased with a grant received by an airport operator or owner before December 31, 1987, will be considered to be needed for airport purposes if the Secretary or Federal agency making such grant before December 31, 1987, was notified by the operator or owner of the uses of such land, did not object to such use, and the land continues to be used for that purpose, such use having commenced no later than December 15, 1989.
- d. Disposition of such land under (a), (b), or (c) will be subject to the retention or reservation of any interest or right therein necessary to ensure that such land will only be used for purposes which are compatible with noise levels associated with operation of the airport.

32. Engineering and Design Services.

If any phase of such project has received Federal funds under Chapter 471 subchapter 1 of Title 49 U.S.C., it will award each contract, or sub-contract for program management, construction management, planning studies, feasibility studies, architectural services, preliminary engineering, design, engineering, surveying, mapping or related services in the same manner as a contract for architectural and engineering services is negotiated under Chapter 11 of Title 40 U.S.C., or an equivalent qualifications-based requirement prescribed for or by the sponsor of the airport.

33. Foreign Market Restrictions.

It will not allow funds provided under this Grant to be used to fund any project which uses any product or service of a foreign country during the period in which such foreign country is listed by

the United States Trade Representative as denying fair and equitable market opportunities for products and suppliers of the United States in procurement and construction.

34. Policies, Standards, and Specifications.

It will carry out any project funded under an Airport Improvement Program Grant in accordance with policies, standards, and specifications approved by the Secretary including, but not limited to, current FAA Advisory Circulars (<https://www.faa.gov/airports/aip/media/aip-pfc-checklist.pdf>) for AIP projects as of 02/28/2025.

35. Relocation and Real Property Acquisition.

- a. It will be guided in acquiring real property, to the greatest extent practicable under State law, by the land acquisition policies in Subpart B of 49 CFR Part 24 and will pay or reimburse property owners for necessary expenses as specified in Subpart B.
- b. It will provide a relocation assistance program offering the services described in Subpart C of 49 CFR Part 24 and fair and reasonable relocation payments and assistance to displaced persons as required in Subpart D and E of 49 CFR Part 24.
- c. It will make available within a reasonable period of time prior to displacement, comparable replacement dwellings to displaced persons in accordance with Subpart E of 49 CFR Part 24.

36. Access By Intercity Buses.

The airport owner or operator will permit, to the maximum extent practicable, intercity buses or other modes of transportation to have access to the airport; however, it has no obligation to fund special facilities for intercity buses or for other modes of transportation.

37. Disadvantaged Business Enterprises.

The sponsor shall not discriminate on the basis of race, color, national origin, or sex, in the award and performance of any DOT-assisted contract covered by 49 CFR Part 26, or in the award and performance of any concession activity contract covered by 49 CFR Part 23. In addition, the sponsor shall not discriminate on the basis of race, color, national origin or sex in the administration of its Disadvantaged Business Enterprise (DBE) and Airport Concessions Disadvantaged Business Enterprise (ACDBE) programs or the requirements of 49 CFR Parts 23 and 26. The sponsor shall take all necessary and reasonable steps under 49 CFR Parts 23 and 26 to ensure nondiscrimination in the award and administration of DOT-assisted contracts, and/or concession contracts. The sponsor's DBE and ACDBE programs, as required by 49 CFR Parts 26 and 23, and as approved by DOT, are incorporated by reference in this agreement. Implementation of these programs is a legal obligation and failure to carry out its terms shall be treated as a violation of this agreement. Upon notification to the sponsor of its failure to carry out its approved program, the Department may impose sanctions as provided for under Parts 26 and 23 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. § 1001 and/or the Program Fraud Civil Remedies Act of 1986 (31 U.S.C. §§ 3801-3809, 3812).

38. Hangar Construction.

If the airport owner or operator and a person who owns an aircraft agree that a hangar is to be constructed at the airport for the aircraft at the aircraft owner's expense, the airport owner or operator will grant to the aircraft owner for the hangar a long term lease that is subject to such terms and conditions on the hangar as the airport owner or operator may impose.

39. Competitive Access.

- a. If the airport owner or operator of a medium or large hub airport (as defined in 49 U.S.C. § 47102) has been unable to accommodate one or more requests by an air carrier for access to gates or other facilities at that airport in order to allow the air carrier to provide service to the airport or to expand service at the airport, the airport owner or operator shall transmit a report to the Secretary that:
 1. Describes the requests;
 2. Provides an explanation as to why the requests could not be accommodated; and
 3. Provides a time frame within which, if any, the airport will be able to accommodate the requests.
- b. Such report shall be due on either February 1 or August 1 of each year if the airport has been unable to accommodate the request(s) in the six month period prior to the applicable due date.



FAA
Airports

Current FAA Advisory Circulars Required for Use in AIP Funded, BIL Funded, and PFC Approved Projects

Updated: 11/17/2022

View current and previous versions of these ACs and any associated changes at:
http://www.faa.gov/airports/resources/advisory_circulars and
http://www.faa.gov/regulations_policies/advisory_circulars/¹

NUMBER	TITLE
70/7460-1M	Obstruction Marking and Lighting
150/5000-9B	Guidelines for the Sound Insulation of Residences Exposed to Aircraft Operations
150/5000-17	Critical Aircraft and Regular Use Determination
150/5020-1	Noise Control and Compatibility Planning for Airports
150/5070-6B, Changes 1 - 2	Airport Master Plans
150/5070-7 Change 1	The Airport System Planning Process
150/5100-13C	Development of State Aviation Standards for Airport Pavement Construction
150/5200-28G	Notices to Airmen (NOTAMs) for Airport Operators
150/5200-30D, Changes 1 - 2	Airport Field Condition Assessments and Winter Operations Safety
150/5200-31C, Changes 1 - 2	Airport Emergency Plan
150/5200-33C	Hazardous Wildlife Attractants on or near Airports

¹ All grant recipients are responsible for reviewing errata sheets and addendums pertaining to these Advisory Circulars.

NUMBER	TITLE
150/5200-34A	Construction or Establishment of Landfills Near Public Airports
150/5200-38	Protocol for the Conduct and Review of Wildlife Hazard Site Visits, Wildlife Hazard Assessments, and Wildlife Hazard Management Plans
150/5210-5D	Painting, Marking, and Lighting of Vehicles Used on an Airport
150/5210-7D	Aircraft Rescue and Fire Fighting Communications
150/5210-13C	Airport Water Rescue Plans and Equipment
150/5210-14B	Aircraft Rescue Fire Fighting Equipment, Tools and Clothing
150/5210-15A	Aircraft Rescue and Firefighting Station Building Design
150/5210-18A	Systems for Interactive Training of Airport Personnel
150/5210-19A	Driver's Enhanced Vision System (DEVs)
150/5220-10E	Guide Specification for Aircraft Rescue and Fire Fighting (ARFF) Vehicles
150/5220-16E, Change 1	Automated Weather Observing Systems (AWOS) for Non-Federal Applications
150/5220-17B	Aircraft Rescue and Fire Fighting (ARFF) Training Facilities
150/5220-18A	Buildings for Storage and Maintenance of Airport Snow and Ice Control Equipment and Materials
150/5220-20A	Airport Snow and Ice Control Equipment
150/5220-21C	Aircraft Boarding Equipment
150/5220-22B	Engineered Materials Arresting Systems (EMAS) for Aircraft Overruns
150/5220-23A	Frangible Connections
150/5220-24	Airport Foreign Object Debris (FOD) Detection Equipment
150/5220-25	Airport Avian Radar Systems
150/5220-26, Changes 1 - 2	Airport Ground Vehicle Automatic Dependent Surveillance - Broadcast (ADS-B) Out Squitter Equipment
150/5230-4C	Aircraft Fuel Storage, Handling, Training, and Dispensing on Airports
150/5300-13B	Airport Design
150/5300-14D	Design of Aircraft Deicing Facilities
150/5300-15A	Use of Value Engineering for Engineering and Design of Airport Grant Projects

NUMBER	TITLE
150/5300-16B	General Guidance and Specifications for Aeronautical Surveys: Establishment of Geodetic Control and Submission to the National Geodetic Survey
150/5300-17C, Change 1	Standards for Using Remote Sensing Technologies in Airport Surveys
150/5300-18B, Change 1	General Guidance and Specifications for Submission of Aeronautical Surveys to NGS: Field Data Collection and Geographic Information System (GIS) Standards
150/5300-19	Airport Data and Information Program
150/5320-5D	Airport Drainage Design
150/5320-6G	Airport Pavement Design and Evaluation
150/5320-12C, Changes 1 - 8	Measurement, Construction, and Maintenance of Skid Resistant Airport Pavement Surfaces
150/5320-15A	Management of Airport Industrial Waste
150/5320-17A	Airfield Pavement Surface Evaluation and Rating Manuals
150/5325-4B	Runway Length Requirements for Airport Design
150/5335-5D	Standardized Method of Reporting Airport Pavement Strength - PCR
150/5340-1M, Change 1	Standards for Airport Markings
150/5340-5D	Segmented Circle Airport Marker System
150/5340-18G, Change 1	Standards for Airport Sign Systems
150/5340-26C	Maintenance of Airport Visual Aid Facilities
150/5340-30J	Design and Installation Details for Airport Visual Aids
150/5345-3G	Specification for L-821, Panels for the Control of Airport Lighting
150/5345-5B	Specifications for Airport Lighting Circuit Selector Switch
150/5345-7F	Specification for L-824 Underground Electrical Cable for Airport Lighting Circuits
150/5345-10H	Specification for Constant Current Regulators and Regulator Monitors
150/5345-12F	Specification for Airport and Heliport Beacons

NUMBER	TITLE
150/5345-13B	Specification for L-841 Auxiliary Relay Cabinet Assembly for Pilot Control of Airport Lighting Circuits
150/5345-26E	FAA Specification For L-823 Plug and Receptacle, Cable Connectors
150/5345-27F	FAA Specification for Wind Cone Assemblies
150/5345-28H	Precision Approach Path Indicator (PAPI) Systems
150/5345-39E	Specification for L-853, Runway and Taxiway Retroreflective Markers
150/5345-42J	Specification for Airport Light Bases, Transformer Housings, Junction Boxes, and Accessories
150/5345-43J	Specification for Obstruction Lighting Equipment
150/5345-44K	Specification for Runway and Taxiway Signs
150/5345-45C	Low-Impact Resistant (LIR) Structures
150/5345-46E	Specification for Runway and Taxiway Light Fixtures
150/5345-47C	Specification for Series to Series Isolation Transformers for Airport Lighting Systems
150/5345-49D	Specification L-854, Radio Control Equipment
150/5345-50B	Specification for Portable Runway and Taxiway Lights
150/5345-51B	Specification for Discharge-Type Flashing Light Equipment
150/5345-52A	Generic Visual Glideslope Indicators (GVGI)
150/5345-53D	Airport Lighting Equipment Certification Program
150/5345-54B	Specification for L-884, Power and Control Unit for Land and Hold Short Lighting Systems
150/5345-55A	Specification for L-893, Lighted Visual Aid to Indicate Temporary Runway Closure
150/5345-56B	Specification for L-890 Airport Lighting Control and Monitoring System (ALCMS)
150/5360-12F	Airport Signing and Graphics
150/5360-13A	Airport Terminal Planning
150/5360-14A	Access to Airports By Individuals With Disabilities
150/5370-2G	Operational Safety on Airports During Construction

NUMBER	TITLE
150/5370-10H	Standard Specifications for Construction of Airports
150/5370-11B	Use of Nondestructive Testing in the Evaluation of Airport Pavements
150/5370-13A	Off-Peak Construction of Airport Pavements Using Hot-Mix Asphalt
150/5370-15B	Airside Applications for Artificial Turf
150/5370-16	Rapid Construction of Rigid (Portland Cement Concrete) Airfield Pavements
150/5370-17	Airside Use of Heated Pavement Systems
150/5380-6C	Guidelines and Procedures for Maintenance of Airport Pavements
150/5380-7B	Airport Pavement Management Program
150/5380-9	Guidelines and Procedures for Measuring Airfield Pavement Roughness
150/5390-2C	Heliport Design
150/5395-1B	Seaplane Bases

THE FOLLOWING ADDITIONAL ADVISORY CIRCULARS APPLY TO AIP AND BIL PROJECTS ONLY

NUMBER	TITLE
150/5100-14E, Change 1	Architectural, Engineering, and Planning Consultant Services for Airport Grant Projects
150/5100-17, Changes 1 - 7	Land Acquisition and Relocation Assistance for Airport Improvement Program Assisted Projects
150/5100-21	State Block Grant Program
150/5370-12B	Quality Management for Federally Funded Airport Construction Projects

Application for Federal Assistance SF-424

*1. Type of Submission:

- Preapplication
- Application
- Changed/Corrected Application

*2. Type of Application

- New
- Continuation
- Revision

* If Revision, select appropriate letter(s):

* Other (Specify)

*3. Date Received:

4. Applicant Identifier:

PSM

5a. Federal Entity Identifier:

5b. Federal Award Identifier:

State Use Only:

6. Date Received by State:

7. State Application Identifier:

8. APPLICANT INFORMATION:

*a. Legal Name: Pease Development Authority

*b. Employer/Taxpayer Identification Number (EIN/TIN):
02-0440365

*c. UEI:
CU4KHENK4JP5

d. Address:

*Street 1: 55 International Drive

Street 2:

*City: Portsmouth

County/Parish: Rockingham

*State/Province: NH

*Country:

*Zip / Postal Code USA: United States

03801-0000

e. Organizational Unit:

Department Name:
Portsmouth International Airport at Pease

Division Name:

f. Name and contact information of person to be contacted on matters involving this application:

Prefix: Mr. *First Name: Michael

Middle Name:

*Last Name: Mates

Suffix:

Title: Director of Engineering

Organizational Affiliation:
Pease Development Authority

*Telephone Number: 603-766-9292

Fax Number: (603) 427-0433

*Email: m.mates@peasedev.org

Application for Federal Assistance SF-424

***9. Type of Applicant 1: Select Applicant Type:**

A. State Government

Type of Applicant 2: Select Applicant Type:

Pick an applicant type

Type of Applicant 3: Select Applicant Type:

Pick an applicant type

*Other (Specify)

***10. Name of Federal Agency:**

Federal Aviation Administration

11. Catalog of Federal Domestic Assistance Number:

20.106

CFDA Title:

Airport Improvement Program

***12. Funding Opportunity Number:**

n/a

*Title:

n/a

13. Competition Identification Number:

n/a

Title:

n/a

14. Areas Affected by Project (Cities, Counties, States, etc.):

***15. Descriptive Title of Applicant's Project:**

Reconstruct, Light, and Mark Taxiway 'A' South and Hold Bay - Design

Attach supporting documents as specified in agency instructions.

Application for Federal Assistance SF-424

16. Congressional Districts Of:

*a. Applicant: 1st

*b. Program/Project: 1st

Attach an additional list of Program/Project Congressional Districts if needed.

17. Proposed Project:

*a. Start Date: 02/15/2025

*b. End Date: 12/31/2026

18. Estimated Funding (\$):

*a. Federal	\$ 481,650
*b. Applicant	\$ 12,675
*c. State	\$ 12,675
*d. Local	\$ 0
*e. Other	\$ 0
*f. Program Income	
*g. TOTAL	\$ 507,000

***19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- a. This application was made available to the State under the Executive Order 12372 Process for review on _____
- b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- c. Program is not covered by E.O. 12372.

***20. Is the Applicant Delinquent On Any Federal Debt?**

Yes No

If "Yes", explain:

21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U. S. Code, Title 218, Section 1001)

** I AGREE.

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

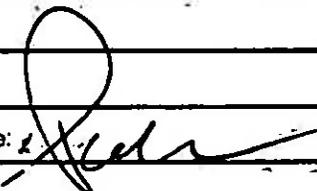
Prefix: Mr. *First Name: Paul
Middle Name: _____
*Last Name: Brean
Suffix: _____

*Title: Executive Director

*Telephone Number: 603-766-9276

Fax Number: _____

* Email: p.brean@peasedev.org

*Signature of Authorized Representative: 

*Date Signed: 2/4/25

PART II - SECTION B

Certification Regarding Lobbying

The declarations made on this page are under the signature of the authorized representative as identified in box 21 of form SF-424, to which this form is attached. The term "Sponsor" refers to the applicant name provided in box 8 of the associated SF-424 form.

The Authorized Representative certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the Sponsor, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the Authorized Representative shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

(3) The Authorized Representative shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

PART II – SECTION C

The Sponsor hereby represents and certifies as follows:

1. Compatible Land Use – The Sponsor has taken the following actions to assure compatible usage of land adjacent to or in the vicinity of the airport:

This project involves no major changes in location or layout and is in accordance with the Airport Master Plan and ALP.

2. Defaults – The Sponsor is not in default on any obligation to the United States or any agency of the United States Government relative to the development, operation, or maintenance of any airport, except as stated herewith:

The sponsor is not in default on any applicable obligations to the United States or any agency of the United States Government.

3. Possible Disabilities – There are no facts or circumstances (including the existence of effective or proposed leases, use agreements or other legal instruments affecting use of the Airport or the existence of pending litigation or other legal proceedings) which in reasonable probability might make it impossible for the Sponsor to carry out and complete the Project or carry out the provisions of the Grant Assurances, either by limiting its legal or financial ability or otherwise, except as follows:

There is nothing that would preclude the successful completion of the project nor compliance with all grant assurances.

4. Consistency with Local Plans – The project is reasonably consistent with plans existing at the time of submission of this application) of public agencies that are authorized by the State in which the project is located to plan for the development of the area surrounding the airport.

There are no current plans by local public agencies that conflict with the design, purpose and execution of this project.

5. Consideration of Local Interest – It has given fair consideration to the interest of communities in or near where the project may be located.

Fair consideration has been given to applicable community interests associated with the project.

6. Consultation with Users – In making a decision to undertake an airport development project under Title 49, United States Code, it has consulted with airport users that will potentially be affected by the project (§ 47105(a)(2)).

The sponsor has undertaken reasonable consultation with affected airport users.

7. Public Hearings – In projects involving the location of an airport, an airport runway or a major runway extension, it has afforded the opportunity for public hearings for the purpose of considering the economic, social, and environmental effects of the airport or runway location and its consistency with goals and objectives of such planning as has been carried out by the community and it shall, when requested by the Secretary, submit a copy of the transcript of such hearings to the Secretary. Further, for such projects, it has on its management board either voting representation from the communities where the project is located or has advised the communities that they have the right to petition the Secretary concerning a proposed project.

A public hearing was not required for this project.

8. Air and Water Quality Standards – In projects involving airport location, a major runway extension, or runway location it will provide for the Governor of the state in which the project is located to certify in writing to the Secretary that the project will be located, designed, constructed, and operated so as to comply with applicable and air and water quality standards. In any case where such standards have not been approved and where applicable air and water quality standards have been promulgated by the Administrator of the Environmental Protection Agency, certification shall be obtained from such Administrator. Notice of certification or refusal to certify shall be provided within sixty days after the project application has been received by the Secretary.

The project does not involve the location of an Airport Runway or Runway extension.

PART II – SECTION C (Continued)

9. Exclusive Rights – There is no grant of an exclusive right for the conduct of any aeronautical activity at any airport owned or controlled by the Sponsor except as follows:

There is no grant of an exclusive right for the conduct of any aeronautical activity at any airport owned or controlled by the sponsor.

10. Land – (a) The sponsor holds the following property interest in the following areas of land, which are to be developed or used as part of or in connection with the Airport subject to the following exceptions, encumbrances, and adverse interests, all of which areas are identified on the aforementioned property map designated as Exhibit "A". [1]

The sponsor holds fee title to the land to be improved. The above is based on quitclaim deeds from the United States Air Force to the Pease Development Authority.

The Sponsor further certifies that the above is based on a title examination by a qualified attorney or title company and that such attorney or title company has determined that the Sponsor holds the above property interests.

(b) The Sponsor will acquire within a reasonable time, but in any event prior to the start of any construction work under the Project, the following property interest in the following areas of land on which such construction work is to be performed, all of which areas are identified on the aforementioned property map designated as Exhibit "A". [1]

Exhibit A reflects the ownership of all former Pease AFB lands. The Sponsor continues to operate the former Pease AFB as a civilian airport.

(c) The Sponsor will acquire within a reasonable time, and if feasible prior to the completion of all construction work under the Project, the following property interest in the following areas of land which are to be developed or used as part of or in connection with the Airport as it will be upon completion of the Project, all of which areas are identified on the aforementioned property map designated as Exhibit "A". [1]

No property will be acquired with this project.

¹ State the character of property interest in each area and list and identify for each all exceptions, encumbrances, and adverse interests of every kind and nature, including liens, easements, leases, etc. The separate areas of land need only be identified here by the area numbers shown on the property map.

PART III – BUDGET INFORMATION – CONSTRUCTION

SECTION A – GENERAL	
1. Assistance Listing Number:	20.106
2. Functional or Other Breakout:	Airport Improvement Program

SECTION B – CALCULATION OF FEDERAL GRANT			
Cost Classification	Latest Approved Amount (Use only for revisions)	Adjustment + or (-) Amount (Use only for revisions)	Total Amount Required
1. Administration expense			\$ 1,634
2. Preliminary expense			
3. Land, structures, right-of-way			
4. Architectural engineering basic fees			505,366
5. Other Architectural engineering fees			
6. Project inspection fees			
7. Land development			
8. Relocation Expenses			
9. Relocation payments to Individuals and Businesses			
10. Demolition and removal			
11. Construction and project improvement			
12. Equipment			
13. Miscellaneous			
14. Subtotal (Lines 1 through 13)			\$ 507,000
15. Estimated Income (If applicable)			
16. Net Project Amount (Line 14 minus 15)			507,000
17. Less: Ineligible Exclusions (Section C, line 23 g.)			
18. Subtotal (Lines 16 through 17)			\$ 507,000
19. Federal Share requested of Line 18			481,650
20. Grantee share			12,675
21. Other shares			12,675
22. TOTAL PROJECT (Lines 19, 20 & 21)			\$ 507,000

SECTION C – EXCLUSIONS	
23. Classification (Description of non-participating work)	Amount Ineligible for Participation
a.	
b.	
c.	
d.	
e.	
f.	
g. Total	

SECTION D – PROPOSED METHOD OF FINANCING NON-FEDERAL SHARE	
24. Grantee Share – Fund Categories	Amount
a. Securities	
b. Mortgages	
c. Appropriations (by Applicant)	12,675
d. Bonds	
e. Tax Levies	
f. Non-Cash	
g. Other (Explain):	
h. TOTAL - Grantee share	\$ 12,675
25. Other Shares	Amount
a. State	12,675
b. Other	
c. TOTAL - Other Shares	\$ 12,675
26. TOTAL NON-FEDERAL FINANCING	\$ 25,350

SECTION E – REMARKS
 (Attach sheets if additional space is required)

I hereby certify that the Exhibit "A" property map dated November 30, 2017, and attached to the Grant Application for AIP 3-33-0016-062-2018 reflects the current information as of this date.

The above mentioned Exhibit "A" is, therefore, incorporated into this project application by reference and made a part thereof.

PART IV – PROGRAM NARRATIVE
(Suggested Format)

PROJECT: Reconstruct, Light, and Mark Taxiway 'A' South and Hold Bay - Design
AIRPORT: Portsmouth International Airport at Pease
1. Objective: Reconstruct, Light and Mark Taxiway 'A' South and Hold Bay from Runway 34 RSA to Taxiway 'Q', following Taxiway Design Group V. The width will stay at 75' wide for full strength pavement and increase to 30' wide shoulders. This also includes the replacement of associated airfield lighting, signs and markings.
2. Benefits Anticipated: Will provide a safer and more reliable airport operating environment. The Taxiway reconstruction will reduce Foreign Object Debris due to 25 year old cracking and failing pavement, and reduce the downtime and budget for maintenance. The improvement of 30+ year lighting and signage will also reduce downtime and budget for maintenance.
3. Approach: (See approved Scope of Work in Final Application) Environmental Statement, DBE Statement, Statement of Coordination with Airport Users, Statement Regarding Coordination with State Agencies, are all included in the attached SECTION IV NARRATIVE.
4. Geographic Location: Portsmouth International Airport at Pease Latitude: 43° 04' 40.64" N Longitude: 70° 49' 23.60" W
5. If Applicable, Provide Additional Information:
6. Sponsor's Representative: (include address & telephone number) Hoyle, Tanner & Associates, Inc. 150 Dow Street, Manchester, NH 03101 Suzanne L. Sheppard, PE (603-460-5217)

**PART IV PROGRAM NARRATIVE
GRANT APPLICATION FOR FEDERAL ASSISTANCE**

Reconstruct, Light, and Mark Taxiway 'A' South and Hold Bay - Design
Hoyle Tanner Project 21.062866.03

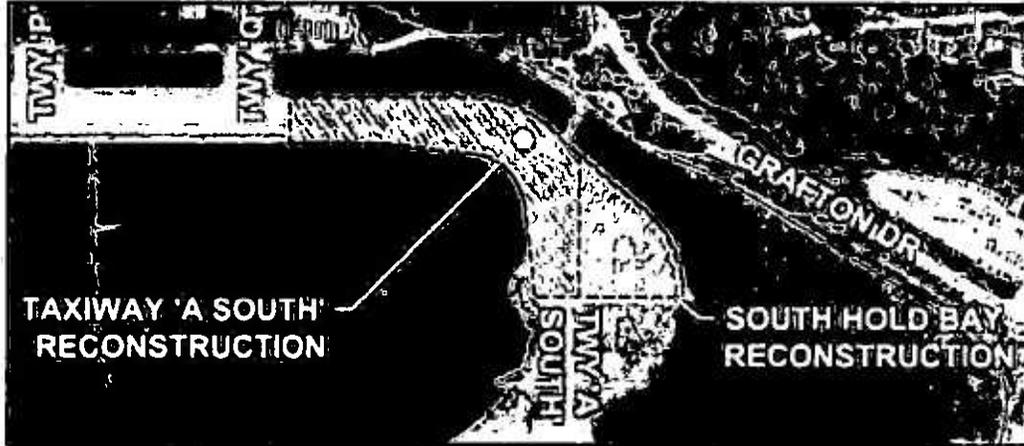
PEASE DEVELOPMENT AUTHORITY
Portsmouth International Airport at Pease
Portsmouth, New Hampshire

AIP 3-33-0016-xxx-2025

AIP Entitlement Program Funding

Taxiway 'A' South and the associated holding bay at Portsmouth International Airport at Pease is roughly 10 years past its 20-year lifespan. The last Taxiway 'A' South project, a rehabilitation, was completed in 1992. A pavement condition study performed by Applied Pavement Technology in 2020 rated Taxiway 'A' South pavement as failed to poor condition which falls under the category of "reconstruction", per the FAA's AIP Handbook (see attached Pavement Condition Map for the associated PCI's). The approximately 162,000 square foot portion, from just south of Taxiway 'Q' to the runway holding position, is currently 75' wide with 25' paved shoulders. The airport's Taxiway Design Group (TDG) for Taxiway 'A' North was analyzed and reported in a separate Task Order 01-2023 (23.062823.01), last year. Hoyle Tanner analyzed Pease's (2023) fleet mix and composed a report which was delivered to the FAA validating a TDG 5 at Pease. This will dictate the design for this project by using the current FAA design standards, AC 150-5300-13B, which will keep the Taxiway 'A' South at 75' wide and will widen the shoulders from 25' wide to 30' wide. This will make both ends symmetric and Taxiway 'A' South experiences most of the traffic due to the prevailing winds.

Work includes project administration, data collection, permitting, design, and bidding services to reconstruct approximately 162,000 square feet of Taxiway 'A' South and approximately 7,500 square feet of the adjacent holding bay. The project will include the removal of existing bituminous pavement, removal of subbase materials to subgrade, potential soil management and dewatering, the removal of existing taxiway signs, lights, bases, cable and ducts. It is assumed that the existing electrical ducts that traverse under Taxiway 'A' South will be removed and replaced. The project will include a pavement design for subbase, base and bituminous materials based on the results of the geotechnical report. Also included will be the installation of new signs on new bases due to the widening of the shoulders, new LED taxiway lights, bases, cable and ducts. Drainage system upgrades will include the installation of a new underdrain system along the edge of the taxiway and replacing the drainage pipe traversing Taxiway 'A' South. It is assumed that all other drainage structures and other pipes will remain.



PROJECT SCHEDULE

→ Prepare Scope and Fee	February 15, 2025
→ Submit Grant Application	March 3, 2025
→ Complete Surveys/Borings	May 2025
→ Receive Grant from the FAA	August 2025
→ Submit Preliminary (60%) Plans	August 2025
→ G & C Approval	October 2025
→ Submit Permit-by-Rule Applications	October 2025
→ Submit Construction Safety and Phasing Plan	October 2025
→ Submit 90% Plans & Specs	November 2025
→ Submit Final Plans & Specs	December 2025
→ Advertise for Bid	January 2026
→ Bid Opening	February 2026
→ Closeout	December 2026

COST BREAKDOWN SUMMARY

Engineering Fees for Design/Bidding/Administration	
75% Taxiway A South	\$379,024.50
25% Hold Bay	\$126,341.50
Sponsor Admin:	\$1,634.00
Advertising = \$1,500.00	
Misc. Postage, etc. = \$ 134.00	
Total Project Cost	\$507,000.00
Federal Share (95%)	\$481,650.00
State Share (2.5%)	\$12,675.00
Local Share (2.5%)	\$12,675.00

E.O. 12372 COORDINATION

As this project is wholly contained within airport boundaries and no request has been made by the NH Office of Energy and Planning for an E.O. 12372 review, this project is exempt from E.O. 12372 coordination.

ENVIRONMENTAL DECLARATION

A Categorical Exclusion will be required for the project as per FAA Order 1050.1F Chapter 5-6.4(e): Federal financial assistance, licensing, or Airport Layout Plan (ALP) approval for the following actions; provided the action would not result in significant erosion or sedimentation, and will not result in a significant noise increase over noise sensitive areas or result in significant impacts on air quality:

- Construction, repair, reconstruction, resurfacing, extending, strengthening, or widening of a taxiway, apron, loading ramp, or runway safety area (RSA), including an RSA using Engineered Material Arresting System (EMAS); or
- Reconstruction, resurfacing, extending, strengthening, or widening of an existing runway.

This CATEX includes marking, fillets and jet blast facilities associated with any of the above facilities.

US FISH & WILDLIFE (USFWS) COORDINATION

An official species list will be obtained from US Fish and Wildlife Service (USFWS) using the Information for Planning and Conservation (IPAC) online tool. It is presumed that the threatened Northern Long Eared Bat (*Myotis septentrionalis*; NLEB) will be listed. There is no tree removal associated with this project, thus there will be no potential for impacting this species. FAA requirements for completion of coordination with USFWS will be followed once updated guidance is provided, as this species has been upgraded from threatened to endangered.

NH DHR (SHPO) COORDINATION

A review of the locations of work and the airport's prior project documentation regarding the locations of cultural resources protected under NHPA or Section 4(f) was conducted. There are no such resources in the project areas. All impacts will occur within currently disturbed areas that have been repeatedly altered, since the airport's expansion to existing boundaries by the US Air Force in 1956.

STATE AGENCY PARTICIPATION

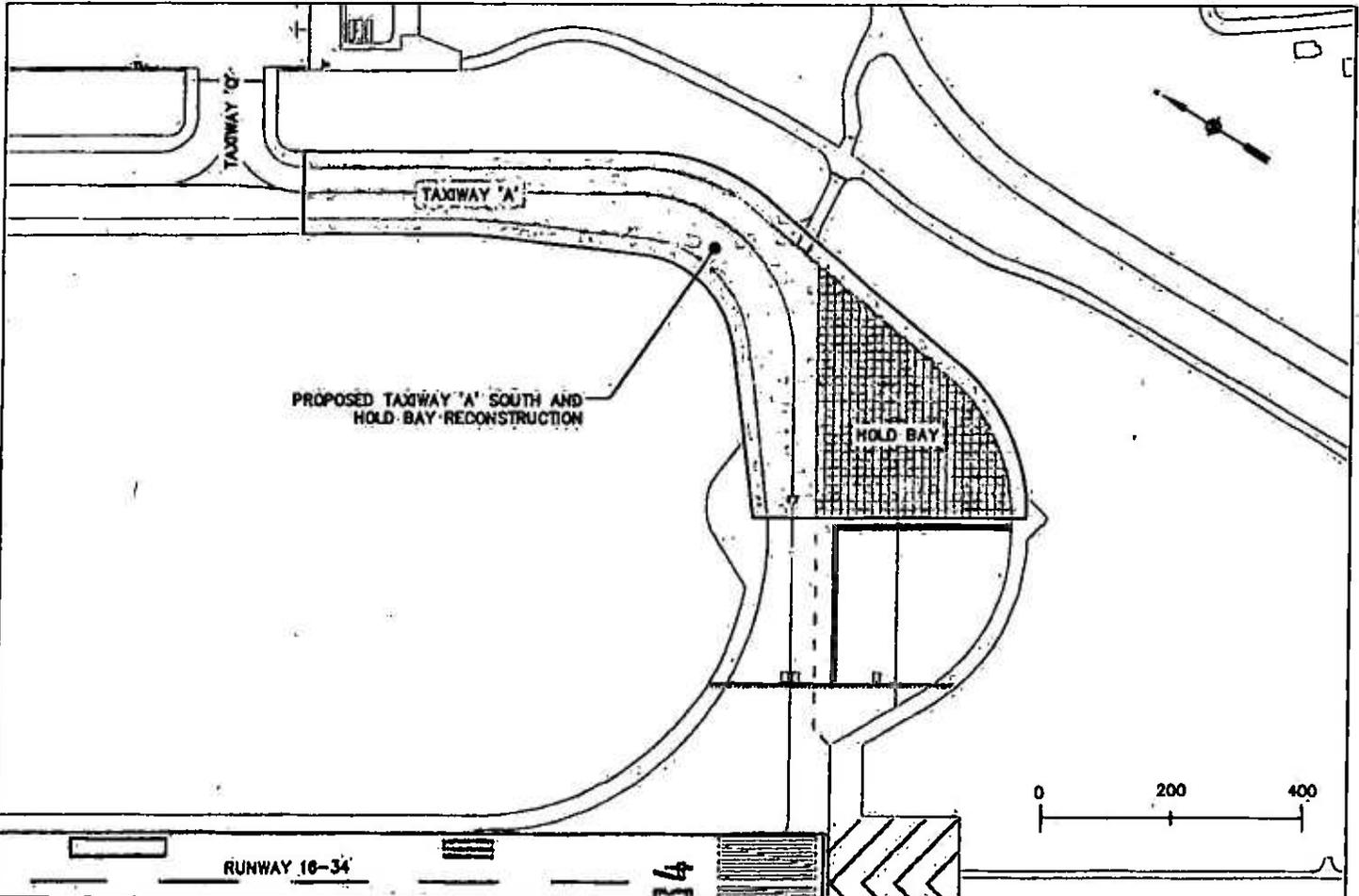
The project was coordinated through New Hampshire DOT. Coordination with New Hampshire DOT included CIP, scoping meeting participation and project document review. The project will require coordination with NHDES for an Alteration of Terrain (AoT) permit and coordination with the NH Natural Heritage Bureau (NHNHB) for clearance of potential impacts to state-listed species; none are expected.

STATEMENT ON DISADVANTAGED BUSINESS ENTERPRISE STATUS

The Pease Development Authority's overall DBE goal for FY's 2025, 2026, and 2027 for the Portsmouth International Airport at Pease is: 1.6% through 100% race neutral means.

STATEMENT OF COORDINATION WITH AIRPORT USERS

The Pease Development Authority has coordinated with airport users regarding the project throughout the project inception and will continue to coordinate with users before and during construction activities.



 HOYLE TANNER 150 Dow Street Manchester, NH 03101-1227 (603) 669-5555 www.hoyletanner.com					PORTSMOUTH INTERNATIONAL AIRPORT AT PEASE PORTSMOUTH, NEW HAMPSHIRE		FIGURE 1
ORD. BY TJA	DR. BY C.M.	DES. BY TJA	DATE FEB 2024	SCALE AS SHOWN	RECONSTRUCT TAXIWAY 'A' SOUTH AND HOLD BAY		

Drug-Free Workplace Airport Improvement Program Sponsor Certification

Sponsor: Pease Development Authority

Airport: Portsmouth International Airport at Pease

Project Number: 3-33-0016-xxx-2025

Description of Work: Reconstruct, Light, and Mark Taxiway 'A' South and Hold Bay- Design
Hoyle Tanner Project 21.062866.03

Application

49 USC § 47105(d) authorizes the Secretary to require certification from the sponsor that it will comply with the statutory and administrative requirements in carrying out a project under the Airport Improvement Program (AIP). General requirements on the drug-free workplace within federal grant programs are described in 2 CFR part 182. Sponsors are required to certify they will be, or will continue to provide, a drug-free workplace in accordance with the regulation. The AIP project grant agreement contains specific assurances on the Drug-Free Workplace Act of 1988.

Certification Statements

Except for certification statements below marked as not applicable (N/A), this list includes major requirements of the construction project. Selecting "Yes" represents sponsor acknowledgement and confirmation of the certification statement. The term "will" means Sponsor action taken at appropriate time based on the certification statement focus area, but no later than the end of the project period of performance. This list is not comprehensive and does not relieve the sponsor from fully complying with all applicable statutory and administrative standards. The source of the requirement is referenced within parenthesis.

1. A statement has been or will be published prior to commencement of project notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the sponsor's workplace, and specifying the actions to be taken against employees for violation of such prohibition (2 CFR § 182.205).

Yes No N/A

2. An ongoing drug-free awareness program (2 CFR § 182.215) has been or will be established prior to commencement of project to inform employees about:
 - a. The dangers of drug abuse in the workplace;
 - b. The sponsor's policy of maintaining a drug-free workplace;
 - c. Any available drug counseling, rehabilitation, and employee assistance programs; and
 - d. The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.

Yes No N/A

3. Each employee to be engaged in the performance of the work has been or will be given a copy of the statement required within Item 1 above prior to commencement of project (2 CFR § 182.210).

Yes No N/A

4. Employees have been or will be notified in the statement required by Item 1 above that, as a condition employment under the grant (2 CFR § 182.205(c)), the employee will:

- a. Abide by the terms of the statement; and
- b. Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction.

Yes No N/A

5. The Federal Aviation Administration (FAA) will be notified in writing within 10 calendar days after receiving notice under Item 4b above from an employee or otherwise receiving actual notice of such conviction (2 CFR § 182.225). Employers of convicted employees must provide notice, including position title of the employee, to the FAA (2 CFR § 182.300):

Yes No N/A

6. One of the following actions (2 CFR § 182.225(b)) will be taken within 30 calendar days of receiving a notice under Item 4b above with respect to any employee who is so convicted:

- a. Take appropriate personnel action against such an employee, up to and including termination; consistent with the requirements of the Rehabilitation Act of 1973, as amended; and
- b. Require such employee to participate satisfactorily in drug abuse assistance or rehabilitation programs approved for such purposes by a federal, state, or local health, law enforcement, or other appropriate agency.

Yes No N/A

7. A good faith effort will be made, on a continuous basis, to maintain a drug-free workplace through implementation of Items 1 through 6 above (2 CFR § 182.200).

Yes No N/A

Site(s) of performance of work (2 CFR § 182.230):

Location 1

Name of Location: Hoyle, Tanner & Associates, Inc.
Address: 150 Dow Street, Manchester, NH 03101

Location 2 (If applicable)

Name of Location: Pease Development Authority
Address: 55 International Drive, Portsmouth, NH 03801

Location 3 (If applicable)

Name of Location: Portsmouth International Airport at Pease
Address: 42 Airline Avenue, Portsmouth, NH 03801

Attach documentation clarifying any above item marked with a "No" response.

Sponsor's Certification

I certify, for the project identified herein, responses to the foregoing items are accurate as marked and additional documentation for any item marked "no" is correct and complete.

Executed on this 21 day of Jan, 2025.

Name of Sponsor: Pease Development Authority

Name of Sponsor's Authorized Official: Paul Brean

Title of Sponsor's Authorized Official: Executive Director

Signature of Sponsor's Authorized Official: _____

I declare under penalty of perjury that the foregoing is true and correct. I understand that knowingly and willfully providing false information to the federal government is a violation of 18 USC § 1001 (False Statements) and could subject me to fines, imprisonment, or both.

Equipment and Construction Contracts Airport Improvement Sponsor Certification

Sponsor: Pease Development Authority

Airport: Portsmouth International Airport at Pease

Project Number: 3-33-0016-xxx-2025

Description of Work: Reconstruct, Light, and Mark Taxiway 'A' South and Hold Bay- Design
Hoyle Tanner Project 21.062866.03

Application

49 USC § 47105(d) authorizes the Secretary to require certification from the sponsor that it will comply with the statutory and administrative requirements in carrying out a project under the Airport Improvement Program (AIP). General procurement standards for equipment and construction contracts within Federal grant programs are described in 2 CFR §§ 200.317-200.326. Labor and Civil Rights Standards applicable to the AIP are established by the Department of Labor (www.dol.gov) AIP Grant Assurance C.1—General Federal Requirements identifies all applicable Federal Laws, regulations, executive orders, policies, guidelines and requirements for assistance under the AIP. Sponsors may use state and local procedures provided the procurement conforms to these federal standards.

This certification applies to all equipment and construction projects. Equipment projects may or may not employ laborers and mechanics that qualify the project as a "covered contract" under requirements established by the Department of Labor requirements. Sponsor shall provide appropriate responses to the certification statements that reflect the character of the project regardless of whether the contract is for a construction project or an equipment project.

Certification Statements

Except for certification statements below marked as not applicable (N/A), this list includes major requirements of the construction project. Selecting "Yes" represents sponsor acknowledgement and confirmation of the certification statement. The term "will" means Sponsor action taken at appropriate time based on the certification statement focus area, but no later than the end of the project period of performance. This list is not comprehensive and does not relieve the sponsor from fully complying with all applicable statutory and administrative standards. The source of the requirement is referenced within parenthesis.

1. A written code or standard of conduct is or will be in effect prior to commencement of the project that governs the performance of the sponsor's officers, employees, or agents in soliciting, awarding and administering procurement contracts (2 CFR § 200.318).

Yes No N/A

2. For all contracts, qualified and competent personnel are or will be engaged to perform contract administration, engineering supervision, construction inspection, and testing (Grant Assurance C.17).
 Yes No N/A
3. Sponsors that are required to have a Disadvantage Business Enterprise (DBE) program on file with the FAA have included or will include clauses required by Title VI of the Civil Rights Act and 49 CFR Part 26 for Disadvantaged Business Enterprises in all contracts and subcontracts.
 Yes No N/A
4. Sponsors required to have a DBE program on file with the FAA have implemented or will implement monitoring and enforcement measures that:
- a. Ensure work committed to Disadvantaged Business Enterprises at contract award is actually performed by the named DBEs (49 CFR § 26.37(b));
 - b. Include written certification that the sponsor has reviewed contract records and has monitored work sites for performance by DBE firms (49 CFR § 26.37(b)); and
 - c. Provides for a running tally of payments made to DBE firms and a means for comparing actual attainments (i.e. payments) to original commitments (49 CFR § 26.37(c)).
- Yes No N/A
5. Sponsor procurement actions using the competitive sealed bid method (2 CFR § 200.320(c)). was or will be:
- a. Publicly advertised, allowing a sufficient response time to solicit an adequate number of interested contractors or vendors;
 - b. Prepared to include a complete, adequate and realistic specification that defines the items or services in sufficient detail to allow prospective bidders to respond;
 - c. Publicly opened at a time and place prescribed in the invitation for bids; and
 - d. Prepared in a manner that result in a firm fixed price contract award to the lowest responsive and responsible bidder.
- Yes No N/A
6. For projects the Sponsor proposes to use the competitive proposal procurement method (2 CFR § 200.320(d)), Sponsor has requested or will request FAA approval prior to proceeding with a competitive proposal procurement by submitting to the FAA the following:
- a. Written justification that supports use of competitive proposal method in lieu of the preferred sealed bid procurement method;
 - b. Plan for publicizing and soliciting an adequate number of qualified sources; and
 - c. Listing of evaluation factors along with relative importance of the factors.
- Yes No N/A
7. For construction and equipment installation projects, the bid solicitation includes or will include the current federal wage rate schedule(s) for the appropriate type of work classifications (2 CFR Part 200, Appendix II).
 Yes No N/A

8. Concurrence was or will be obtained from the Federal Aviation Administration (FAA) prior to contract award under any of the following circumstances (Order 5100.38D):

- a. Only one qualified person/firm submits a responsive bid;
- b. Award is to be made to other than the lowest responsible bidder; and
- c. Life cycle costing is a factor in selecting the lowest responsive bidder.

Yes No N/A

9. All construction and equipment installation contracts contain or will contain provisions for:

- a. Access to Records (§ 200.336)
- b. Buy American Preferences (Title 49 U.S.C. § 50101)
- c. Civil Rights - General Provisions and Title VI Assurances(41 CFR part 60)
- d. Federal Fair Labor Standards (29 U.S.C. § 201, et seq)
- e. Occupational Safety and Health Act requirements (20 CFR part 1920)
- f. Seismic Safety – building construction (49 CFR part 41)
- g. State Energy Conservation Requirements - as applicable(2 CFR part 200, Appendix II)
- h. U.S. Trade Restriction (49 CFR part 30)
- i. Veterans Preference (49 USC § 47112(c))

Yes No N/A

10. All construction and equipment installation contracts exceeding \$2,000 contain or will contain the provisions established by:

- a. Davis-Bacon and Related Acts (29 CFR part 5)
- b. Copeland "Anti-Kickback" Act (29 CFR parts 3 and 5)

Yes No N/A

11. All construction and equipment installation contracts exceeding \$3,000 contain or will contain a contract provision that discourages distracted driving (E.O. 13513).

Yes No N/A

12. All contracts exceeding \$10,000 contain or will contain the following provisions as applicable:

- a. Construction and equipment installation projects - Applicable clauses from 41 CFR Part 60 for compliance with Executive Orders 11246 and 11375 on Equal Employment Opportunity;
- b. Construction and equipment installation - Contract Clause prohibiting segregated facilities in accordance with 41 CFR part 60-1.8;
- c. Requirement to maximize use of products containing recovered materials in accordance with 2 CFR § 200.322 and 40 CFR part 247; and
- d. Provisions that address termination for cause and termination for convenience (2 CFR Part 200, Appendix II).

Yes No N/A

13. All contracts and subcontracts exceeding \$25,000: Measures are in place or will be in place (e.g. checking the System for Award Management) that ensure contracts and subcontracts are not awarded to individuals or firms suspended, debarred, or excluded from participating in federally assisted projects (2 CFR parts 180 and 1200).

Yes No N/A

14. Contracts exceeding the simplified acquisition threshold (currently \$250,000) include or will include provisions, as applicable, that address the following:

- a. Construction and equipment installation contracts - a bid guarantee of 5%, a performance bond of 100%, and a payment bond of 100% (2 CFR § 200.325);
- b. Construction and equipment installation contracts - requirements of the Contract Work Hours and Safety Standards Act (40 USC 3701-3708, Sections 103 and 107);
- c. Restrictions on Lobbying and Influencing (2 CFR part 200, Appendix II);
- d. Conditions specifying administrative, contractual and legal remedies for instances where contractor or vendor violate or breach the terms and conditions of the contract (2 CFR §200, Appendix II); and
- e. All Contracts - Applicable standards and requirements issued under Section 306 of the Clean Air Act (42 USC 7401-7671q), Section 508 of the Clean Water Act (33 USC 1251-1387, and Executive Order 11738.

Yes No N/A

Attach documentation clarifying any above item marked with "No" response.

Sponsor's Certification

I certify, for the project identified herein, responses to the forgoing items are accurate as marked and additional documentation for any item marked "no" is correct and complete.

Executed on this 21 day of *Feb*, 2025.

Name of Sponsor: Pease Development Authority

Name of Sponsor's Authorized Official: Paul Brean

Title of Sponsor's Authorized Official: Executive Director

Signature of Sponsor's Authorized Official: 

I declare under penalty of perjury that the foregoing is true and correct. I understand that knowingly and willfully providing false information to the federal government is a violation of 18 USC § 1001 (False Statements) and could subject me to fines, imprisonment, or both.

Project Plans and Specifications

Airport Improvement Program Sponsor Certification

Sponsor: Pease Development Authority

Airport: Portsmouth International Airport at Pease

Project Number: 3-33-0016-xxx-2025

Description of Work: Reconstruct, Light, and Mark Taxiway 'A' South and Hold Bay- Design
Hoyle Tanner Project 21.062866.03

Application

49 USC § 47105(d) authorizes the Secretary to require certification from the sponsor that it will comply with the statutory and administrative requirements in carrying out a project under the Airport Improvement Program (AIP). Labor and civil rights standards applicable to AIP are established by the Department of Labor (www.dol.gov). AIP Grant Assurance C.1—General Federal Requirements identifies applicable federal laws, regulations, executive orders, policies, guidelines and requirements for assistance under AIP. A list of current advisory circulars with specific standards for procurement, design or construction of airports, and installation of equipment and facilities is referenced in standard airport sponsor Grant Assurance 34 contained in the grant agreement.

Certification Statements

Except for certification statements below marked as not applicable (N/A), this list includes major requirements of the construction project. Selecting "Yes" represents sponsor acknowledgement and confirmation of the certification statement. The term "will" means Sponsor action taken at appropriate time based on the certification statement focus area, but no later than the end of the project period of performance. This list is not comprehensive and does not relieve the sponsor from fully complying with all applicable statutory and administrative standards. The source of the requirement is referenced within parenthesis.

1. The plans and specifications were or will be prepared in accordance with applicable federal standards and requirements, so that no deviation or modification to standards set forth in the advisory circulars, or FAA-accepted state standard, is necessary other than those explicitly approved by the Federal Aviation Administration (FAA) (14 USC § 47105).

Yes No N/A

2. Specifications incorporate or will incorporate a clear and accurate description of the technical requirement for the material or product that does not contain limiting or proprietary features that unduly restrict competition (2 CFR §200.319).

Yes No N/A

3. The development that is included or will be included in the plans is depicted on the current airport layout plan as approved by the FAA (14 USC § 47107).
 Yes No N/A
4. Development and features that are ineligible or unallowable for AIP funding have been or will be omitted from the plans and specifications (FAA Order 5100.38, par. 3-43).
 Yes No N/A
5. The specification does not use or will not use "brand name" or equal to convey requirements unless sponsor requests and receives approval from the FAA to use brand name (FAA Order 5100.38, Table U-5).
 Yes No N/A
6. The specification does not impose or will not impose geographical preference in their procurement requirements (2 CFR §200.319(b) and FAA Order 5100.38, Table U-5).
 Yes No N/A
7. The use of prequalified lists of individuals, firms or products include or will include sufficient qualified sources that ensure open and free competition and that does not preclude potential entities from qualifying during the solicitation period (2 CFR §319(d)).
 Yes No N/A
8. Solicitations with bid alternates include or will include explicit information that establish a basis for award of contract that is free of arbitrary decisions by the sponsor (2 CFR § 200.319(a)(7)).
 Yes No N/A
9. Concurrence was or will be obtained from the FAA if Sponsor incorporates a value engineering clause into the contract (FAA Order 5100.38, par. 3-57).
 Yes No N/A
10. The plans and specifications incorporate or will incorporate applicable requirements and recommendations set forth in the federally approved environmental finding (49 USC §47106(c)).
 Yes No N/A
11. The design of all buildings comply or will comply with the seismic design requirements of 49 CFR § 41.120. (FAA Order 5100.38d, par. 3-92)
 Yes No N/A
12. The project specification include or will include process control and acceptance tests required for the project by as per the applicable standard:
- a. Construction and installation as contained in Advisory Circular (AC) 150/5370-10.
 Yes No N/A

b. Snow Removal Equipment as contained in AC 150/5220-20.

Yes No N/A

c. Aircraft Rescue and Fire Fighting (ARFF) vehicles as contained in AC 150/5220-10.

Yes No N/A

13. For construction activities within or near aircraft operational areas(AOA):

a. The Sponsor has or will prepare a construction safety and phasing plan (CSPP) conforming to Advisory Circular 150/5370-2.

b. Compliance with CSPP safety provisions has been or will be incorporated into the plans and specifications as a contractor requirement.

c. Sponsor will not initiate work until receiving FAA's concurrence with the CSPP (FAA Order 5100.38, Par. 5-29).

Yes No N/A

14. The project was or will be physically completed without federal participation in costs due to errors and omissions in the plans and specifications that were foreseeable at the time of project design (49 USC §47110(b)(1) and FAA Order 5100.38d, par. 3-100).

Yes No N/A

Attach documentation clarifying any above item marked with "No" response.

Sponsor's Certification

I certify, for the project identified herein, responses to the forgoing items are accurate as marked and additional documentation for any item marked "no" is correct and complete.

Executed on this 21 day of February, 2025.

Name of Sponsor: Pease Development Authority

Name of Sponsor's Authorized Official: Paul Brean

Title of Sponsor's Authorized Official: Executive Director

Signature of Sponsor's Authorized Official: 

I declare under penalty of perjury that the foregoing is true and correct. I understand that knowingly and willfully providing false information to the federal government is a violation of 18 USC § 1001 (False Statements) and could subject me to fines, imprisonment, or both.

Selection of Consultants

Airport Improvement Program Sponsor Certification

Sponsor: Pease Development Authority

Airport: Portsmouth International Airport at Pease

Project Number: 3-33-0016-xxx-2025

Description of Work: Reconstruct, Light, and Mark Taxiway 'A' South and Hold Bay- Design
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Application

49 USC § 47105(d) authorizes the Secretary to require certification from the sponsor that it will comply with the statutory and administrative requirements in carrying out a project under the Airport Improvement Program (AIP). General requirements for selection of consultant services within federal grant programs are described in 2 CFR §§ 200.317-200.326. Sponsors may use other qualifications-based procedures provided they are equivalent to standards of Title 40 chapter 11 and FAA Advisory Circular 150/5100-14, Architectural, Engineering, and Planning Consultant Services for Airport Grant Projects.

Certification Statements

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1. Sponsor acknowledges their responsibility for the settlement of all contractual and administrative issues arising out of their procurement actions (2 CFR § 200.318(k)).
 Yes No N/A

2. Sponsor procurement actions ensure or will ensure full and open competition that does not unduly limit competition (2 CFR § 200.319).
 Yes No N/A

3. Sponsor has excluded or will exclude any entity that develops or drafts specifications, requirements, or statements of work associated with the development of a request-for-qualifications (RFQ) from competing for the advertised services (2 CFR § 200.319).
 Yes No N/A

4. The advertisement describes or will describe specific project statements-of-work that provide clear detail of required services without unduly restricting competition (2 CFR § 200.319).
 Yes No N/A
5. Sponsor has publicized or will publicize a RFQ that:
a. Solicits an adequate number of qualified sources (2 CFR § 200.320(d)); and
b. Identifies all evaluation criteria and relative importance (2 CFR § 200.320(d)).
 Yes No N/A
6. Sponsor has based or will base selection on qualifications, experience, and disadvantaged business enterprise participation with price not being a selection factor (2 CFR § 200.320(d)).
 Yes No N/A
7. Sponsor has verified or will verify that agreements exceeding \$25,000 are not awarded to individuals or firms suspended, debarred or otherwise excluded from participating in federally assisted projects (2 CFR §180.300).
 Yes No N/A
8. A/E services covering multiple projects: Sponsor has agreed to or will agree to:
a. Refrain from initiating work covered by this procurement beyond five years from the date of selection (AC 150/5100-14); and
b. Retain the right to conduct new procurement actions for projects identified or not identified in the RFQ (AC 150/5100-14).
 Yes No N/A
9. Sponsor has negotiated or will negotiate a fair and reasonable fee with the firm they select as most qualified for the services identified in the RFQ (2 CFR § 200.323).
 Yes No N/A
10. The Sponsor's contract identifies or will identify costs associated with ineligible work separately from costs associated with eligible work (2 CFR § 200.302).
 Yes No N/A
11. Sponsor has prepared or will prepare a record of negotiations detailing the history of the procurement action, rationale for contract type and basis for contract fees (2 CFR §200.318(i)).
 Yes No N/A
12. Sponsor has incorporated or will incorporate mandatory contract provisions in the consultant contract for AIP-assisted work (49 U.S.C. Chapter 471 and 2 CFR part 200 Appendix II)
 Yes No N/A

13. For contracts that apply a time-and-material payment provision (also known as hourly rates, specific rates of compensation, and labor rates), the Sponsor has established or will establish:

- a. Justification that there is no other suitable contract method for the services (2 CFR §200.318(j));
- b. A ceiling price that the consultant exceeds at their risk (2 CFR §200.318(j)); and
- c. A high degree of oversight that assures consultant is performing work in an efficient manner with effective cost controls in place 2 CFR §200.318(j)).

Yes No N/A

14. Sponsor is not using or will not use the prohibited cost-plus-percentage-of-cost (CPPC) contract method. (2 CFR § 200.323(d)).

Yes No N/A

Attach documentation clarifying any above item marked with "no" response.

Sponsor's Certification

I certify, for the project identified herein, responses to the forgoing items are accurate as marked and additional documentation for any item marked "no" is correct and complete.

I declare under penalty of perjury that the foregoing is true and correct. I understand that knowingly and willfully providing false information to the federal government is a violation of 18 USC § 1001 (False Statements) and could subject me to fines, imprisonment, or both.

Executed on this 21 day of February, 2005

Name of Sponsor: Pease Development Authority

Name of Sponsor's Authorized Official: Paul Brean

Title of Sponsor's Authorized Official: Executive Director

Signature of Sponsor's Authorized Official: _____

I declare under penalty of perjury that the foregoing is true and correct. I understand that knowingly and willfully providing false information to the federal government is a violation of 18 USC § 1001 (False Statements) and could subject me to fines, imprisonment, or both.

Certification and Disclosure Regarding Potential Conflicts of Interest Airport Improvement Program Sponsor Certification

Sponsor: Pease Development Authority

Airport: Portsmouth International Airport at Pease

Project Number: 3-33-0016-xxx-2025

Description of Work: Reconstruct, Light, and Mark Taxiway 'A' South and Hold Bay- Design
Hoyle Tanner Project 21.062866.03

Application

Title 2 CFR § 200.112 and § 1201.112 address Federal Aviation Administration (FAA) requirements for conflict of interest. As a condition of eligibility under the Airport Improvement Program (AIP), sponsors must comply with FAA policy on conflict of interest. Such a conflict would arise when any of the following have a financial or other interest in the firm selected for award:

- a) The employee, officer or agent,
- b) Any member of his immediate family,
- c) His or her partner, or
- d) An organization which employs, or is about to employ, any of the above.

Selecting "Yes" represents sponsor or sub-recipient acknowledgement and confirmation of the certification statement. Selecting "No" represents sponsor or sub-recipient disclosure that it cannot fully comply with the certification statement. If "No" is selected, provide support information explaining the negative response as an attachment to this form. This includes whether the sponsor has established standards for financial interest that are not substantial or unsolicited gifts are of nominal value (2 CFR § 200.318(c)). The term "will" means Sponsor action taken at appropriate time based on the certification statement focus area, but no later than the end of the project period of performance.

Certification Statements

1. The sponsor or sub-recipient maintains a written standards of conduct governing conflict of interest and the performance of their employees engaged in the award and administration of contracts (2 CFR § 200.318(c)). To the extent permitted by state or local law or regulations, such standards of conduct provide for penalties, sanctions, or other disciplinary actions for violations of such standards by the sponsor's and sub-recipient's officers, employees, or agents, or by contractors or their agents.

Yes No

2. The sponsor's or sub-recipient's officers, employees or agents have not and will not solicit or accept gratuities, favors or anything of monetary value from contractors, potential contractors, or parties to sub-agreements (2 CFR § 200.318(c)).

Yes No

3. The sponsor or sub-recipient certifies that it has disclosed and will disclose to the FAA any known potential conflict of interest (2 CFR § 1200.112).

Yes No

Attach documentation clarifying any above item marked with "no" response.

Sponsor's Certification

I certify, for the project identified herein, responses to the forgoing items are accurate as marked and have the explanation for any item marked "no" is correct and complete.

Executed on this 21 day of February, 2025.

Name of Sponsor: Pease Development Authority

Name of Sponsor's Authorized Official: Paul Brean

Title of Sponsor's Authorized Official: Executive Director

Signature of Sponsor's Authorized Official: _____

I declare under penalty of perjury that the foregoing is true and correct. I understand that knowingly and willfully providing false information to the federal government is a violation of 18 USC § 1001 (False Statements) and could subject me to fines, imprisonment, or both.

FAA Title VI Pre-Grant Award Checklist

Submission information

Submission date (Pick a date): 01/29/2025

Name of airport sponsor: Pease Development Authority

Submitter's name: Andrew B. Pomeroy

Title: Director, Aviation Planning & Compliance

Phone number: 603-433-6536

Section 1: Questions Concerning Prior Approval of Title VI Program

By selecting "Yes" below, the sponsor certifies that the following documents were provided to, and approved by, the FAA Office of Civil Rights, and documentation of FAA's approval has been received by the sponsor. The FAA Office reviewing this grant application will confirm the FAA's approval of the documents in this Section prior to approving the grant application.

A sponsor that has *both* a Title VI* Plan and a Community Participation Plan, *both* of which are approved by the FAA and current, and has already received approval for the information outlined in this Checklist, does not need to complete the remaining questions in Sections 2 and 3 of this Checklist.

This information is required based on DOT Order 1000.12C, Ch. II, Secs. 3 and 4
[<https://www.transportation.gov/mission/us-department-transportation-title-vi-program>].

Criterion	Notes	Response	Comments
<p>1.1 The sponsor has a written Title VI Plan, approved by the FAA Office of Civil Rights, and subsequently adopted by the recipient, and documentation of the approval and adoption.</p>	<p>Sponsors must develop and adopt a Title VI Plan that outlines the recipient's measures to ensure compliance with Title VI. A current Title VI Plan on file with the FAA is sufficient if the Plan is no more than 3 years old.</p> <p>If the sponsor does not have an approved Title VI Plan, select "No" and complete Sections 2 and 3 of this Checklist.</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>	
<p>1.2 The sponsor has a written Community Participation Plan (CPP), or an equivalent public participation plan (PPP), and documented approval or concurrence of the plan from the FAA Office of Civil Rights.</p>	<p>Sponsors must satisfy CPP requirements as a condition of receiving an award of federal financial assistance. To the extent the sponsor has already prepared a PPP as part of planning or other requirements of FAA or DOT, that plan or plans may satisfy the CPP requirement so long as the plan has incorporated the Title VI requirements as provided in DOT Order 1000.12C, Ch. II, Sec. 4(a-j).</p> <p>If the sponsor does not have an approved CPP or PPP, select "No" and answer question 3.5 in Section 3 of this Checklist.</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>	

If the answers to 1.1 and 1.2 above are both "Yes," do *not* complete Sections 2 and 3.

Section 2: Questions Concerning Applicant Data

By selecting "Yes" below, the sponsor certifies that the following documents have been collected in its records prior to submitting this grant application and will be timely made available to FAA staff, including from the FAA Offices of Airports, Chief Counsel, and Civil Rights, upon request.

"Timely available" usually means within 1 week or less, depending on the scope and circumstances. The data should already be available in a format that can be forwarded, as-is. No further data collection or summarization efforts should be necessary to respond to the request.

This information is required by DOT Order 1000.12C, Ch. II, Sec. 2; 49 CFR 21.9; and FAA Order 1400.11.

Criterion	Notes	Response	Comments
<p>2.1 The sponsor has, on file, demographic information for the surrounding community and communities otherwise affected by the sponsor's facilities and operations, including any airport noise and relocations.</p>	<p>At a minimum, data is required for race, color, national origin, and limited English proficiency (LEP) populations. The collected data must include the most current U.S. Census Bureau data, where available, such as American Community Survey data.</p> <p><u>EJScreen</u> (www.epa.gov/ejscreen) is a useful resource for assessing project areas.</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>	
<p>2.2 The sponsor has, on file, demographic information for beneficiaries. For example, if the applicant is an airport operator, it has collected information for its airport customers.</p>	<p>In most cases, this type of information is available through voluntary disclosures by customers, lessees, community meeting attendees, and businesses seeking opportunities with the applicant.</p> <p>If not applicable or after reasonable efforts, no information was collected, respond, "Yes."</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No.</p>	

Criterion	Notes	Response	Comments
<p>2.3 The sponsor has, on file, demographic information for their staff.</p>	<p>In most cases, this type of information is available through voluntary disclosures. See also 49 CFR § 21.5(c).</p> <p>If not applicable or after reasonable efforts, no information was collected, respond, "Yes."</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>	
<p>2.4 The sponsor has, on file, demographic information for individuals who are members of planning or advisory boards overseeing the applicant's programs, including its airport operations (if applicable).</p>	<p>Airport sponsors, the most common FAA grant applicants, commonly have appointed boards or are overseen directly by elected bodies, such as city councils. In addition, input for specific projects or sponsor priorities is often provided by standing appointed committees. If not already available, the information can be requested on a voluntary basis.</p> <p>If not applicable or after reasonable efforts, no information was collected, respond, "Yes."</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>	

Section 3: Questions about the Sponsor's Programs

By choosing "Yes" below, the sponsor certifies that the related statements are true.

This information is required by DOT Order 1000.12C, Ch. II, Secs. 2, 3, and 4.

Criterion	Notes	Response	Comments
<p>3.1 The sponsor's programs, including any airport operations, have been evaluated for potential impact based on race, color, national origin (including limited English proficiency (LEP)), or low-income status as part of an environmental review process consistent with FAA requirements.</p>	<p>Relevant requirements include Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d, et seq.) ("Title VI"), DOT's Title VI regulations at 49 CFR part 21, Executive Order 12898, and DOT Order on Environmental Justice (Order 5610.2C).</p> <p>See <u>Title VI of the Civil Rights Act of 1964</u> [www.justice.gov/crt/fcs/TitleVI];</p> <p><u>49 CFR part 21</u> [www.ecfr.gov]</p> <p><u>DOT Order on Environmental Justice</u> [www.transportation.gov/transportation-policy/environmental-justice]</p>	<p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p>	
<p>3.2 The sponsor has evaluated Checklist Section 2 data to identify any potential disparities based on race, color, or national origin (including LEP), as part of an analysis to identify potential discriminatory effects, consistent with FAA requirements.</p>	<p>Relevant requirements include Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d, et seq.) ("Title VI"), DOT's Title VI regulations at 49 CFR part 21, Executive Order 12898, and DOT Order on Environmental Justice (Order 5610.2C).</p>	<p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p>	

Criterion	Notes	Response	Comments
<p>3.3 The sponsor has performed a "Four-Factor" LEP analysis for the sponsor's programs, including its airport operations (if applicable). Plans and procedures and resources are in place to meet the identified LEP needs, consistent with the analysis.</p>	<p>A "Yes" response means yes to both parts of the question. The LEP analysis must be consistent with Executive Order 13166 and DOT Policy Guidance Concerning Recipients' Responsibilities to LEP Persons (70 FR 74087, December 14, 2005).</p> <p>See <u>DOT's LEP Guidance</u> [https://www.transportation.gov/civil-rights/civil-rights-awareness-enforcement/dots-lep-guidance].</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>	
<p>3.4 If the sponsor is an airport sponsor, the FAA Unlawful Discrimination Poster is displayed at its public airport facilities.</p> <p>If the sponsor is <i>not</i> an airport sponsor, it uses other effective methods to inform its customers, clients, beneficiaries, etc., that it will not discriminate based on race, color, national origin (including LEP), age, sex (including sexual orientation and gender identity), or creed, and of how to file a complaint of discrimination under Title VI against the applicant.</p>	<p>For airport sponsors, areas where the posters should be displayed include, as applicable, airport terminals, fixed base operator facilities, and at businesses that are open to the public and operating on airport property, such as hotels. For larger facilities, posters should be placed so that people can reasonably be expected to see them, no matter where they are in the facility. The poster is available at <u>Airport Civil Rights Program – National Airport Policy and Compliance</u> [https://www.faa.gov/about/office_org/headquarters_offices/acr/com_civ_support/national_airport_policy_compliance/].</p> <p>If applicant is not an airport, the method used to inform the public must be ongoing and documented.</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>	

Criterion	Notes	Response	Comments
<p>3.5 The sponsor's practices for obtaining proactive and meaningful public participation to ensure that (1) beneficiaries, as well as contractors and sub-recipients (if applicable), are adequately informed about how programs, projects, and other activities will potentially affect them, and</p> <p>(2) diverse views are heard and considered throughout all stages of consultation, planning, and decision-making processes.</p>	<p>To demonstrate compliance with Title VI, the sponsor must specifically be able to show how it affords all members of the community equal opportunity to provide input, regardless of race, color, national origin (including LEP), sex (including sexual orientation and gender identity), creed, or age, in accordance with Title VI, 49 U.S.C. § 47123, Executive Orders 12898 and 13166, DOT Order 5610.2C, and the DOT LEP guidance at 70 FR 74087.</p> <p>Please <i>skip</i> this question if the sponsor has an FAA-approved community participation plan.</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No	
<p>3.6 Detailed information for all of the sponsor's Title VI lawsuits, investigations, and complaints filed or pending within the last 2 years been uploaded to the FAA Civil Rights Connect System or sent to ACR-4-TitleVI@faa.gov, with receipt acknowledged.</p>	<p>Sponsors must provide the FAA with both the initial notifications for the individual lawsuits, investigation, and complaints, and status updates. The updates are required until at least the time of grant closeout. The updates must include at least the outcome of the lawsuits, investigation, and complaint, and confirmation for resolution of identified deficiencies.</p> <p>See Appendix C to 49 CFR 21, Sub-part (b)(3) [available through www.ecfr.gov].</p> <p>"Title VI lawsuits, investigations, and complaints" include those alleging discrimination based on race, color, national origin (including LEP), sex (including sexual orientation and gender identity), creed or age.</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No	

Criterion	Notes	Response	Comments
<p>3.7 Detailed information for all Title VI oversight activities (including audits, compliance reviews, and assessments for the sponsor) performed or pending within the last 2 years, has been sent to ACR-4-TitleVI@faa.gov, with receipt acknowledged. This requirement does not apply to oversight activities conducted by FAA.</p>	<p>Sponsors must provide the FAA with both the initial notifications for the individual audits, compliance reviews, and assessment, and status updates. The updates are required until at least the time of grant closeout. The updates must include at least the outcome of the audits, compliance reviews, and assessment, and confirmation for resolution of identified deficiencies.</p> <p>See Appendix C to 49 CFR 21, Sub-part (b)(3) [available through www.ecfr.gov].</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>	
<p>3.8 Detailed information for any pending grant applications with Federal agencies other than FAA identified in the grant application.</p>	<p>The information should be included in narrative fields of the pending application.</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>	

CERTIFICATION REGARDING LOBBYING

Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Statement for Loan Guarantees and Loan Insurance

The undersigned states, to the best of his or her knowledge and belief, that:

If any funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions. Submission of this statement is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required statement shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

* APPLICANT'S ORGANIZATION <input style="width: 90%;" type="text" value="Pease Development Authority"/>	
* PRINTED NAME AND TITLE OF AUTHORIZED REPRESENTATIVE	
Prefix: <input style="width: 80px;" type="text"/>	* First Name: <input style="width: 200px;" type="text" value="Paul"/> Middle Name: <input style="width: 100px;" type="text"/>
* Last Name: <input style="width: 200px;" type="text" value="Brean"/>	Suffix: <input style="width: 80px;" type="text"/>
* Title: <input style="width: 250px;" type="text" value="Executive Director"/>	
* SIGNATURE: 	* DATE: <input style="width: 100px;" type="text" value="2/21/2015"/>



FAA
Airports

Current FAA Advisory Circulars Required for Use in AIP Funded, BIL Funded, and PFC Approved Projects

Updated: 11/17/2022

View current and previous versions of these ACs and any associated changes at:
http://www.faa.gov/airports/resources/advisory_circulars and
http://www.faa.gov/regulations_policies/advisory_circulars/.¹

NUMBER	TITLE
70/7460-1M	Obstruction Marking and Lighting
150/5000-9B	Guidelines for the Sound Insulation of Residences Exposed to Aircraft Operations
150/5000-17	Critical Aircraft and Regular Use Determination
150/5020-1	Noise Control and Compatibility Planning for Airports
150/5070-6B, Changes 1 - 2	Airport Master Plans
150/5070-7 Change 1	The Airport System Planning Process
150/5100-13C	Development of State Aviation Standards for Airport Pavement Construction
150/5200-28G	Notices to Airmen (NOTAMs) for Airport Operators
150/5200-30D, Changes 1 - 2	Airport Field Condition Assessments and Winter Operations Safety
150/5200-31C, Changes 1 - 2	Airport Emergency Plan
150/5200-33C	Hazardous Wildlife Attractants on or near Airports

¹ All grant recipients are responsible for reviewing errata sheets and addendums pertaining to these Advisory Circulars.

NUMBER	TITLE
150/5200-34A	Construction or Establishment of Landfills Near Public Airports
150/5200-38	Protocol for the Conduct and Review of Wildlife Hazard Site Visits, Wildlife Hazard Assessments, and Wildlife Hazard Management Plans
150/5210-5D	Painting, Marking, and Lighting of Vehicles Used on an Airport
150/5210-7D	Aircraft Rescue and Fire Fighting Communications
150/5210-13C	Airport Water Rescue Plans and Equipment
150/5210-14B	Aircraft Rescue Fire Fighting Equipment, Tools and Clothing
150/5210-15A	Aircraft Rescue and Firefighting Station Building Design
150/5210-18A	Systems for Interactive Training of Airport Personnel
150/5210-19A	Driver's Enhanced Vision System (DEVs)
150/5220-10E	Guide Specification for Aircraft Rescue and Fire Fighting (ARFF) Vehicles
150/5220-16E, Change 1	Automated Weather Observing Systems (AWOS) for Non-Federal Applications
150/5220-17B	Aircraft Rescue and Fire Fighting (ARFF) Training Facilities
150/5220-18A	Buildings for Storage and Maintenance of Airport Snow and Ice Control Equipment and Materials
150/5220-20A	Airport Snow and Ice Control Equipment
150/5220-21C	Aircraft Boarding Equipment
150/5220-22B	Engineered Materials Arresting Systems (EMAS) for Aircraft Overruns
150/5220-23A	Frangible Connections
150/5220-24	Airport Foreign Object Debris (FOD) Detection Equipment
150/5220-25	Airport Avian Radar Systems
150/5220-26, Changes 1 - 2	Airport Ground Vehicle Automatic Dependent Surveillance - Broadcast (ADS-B) Out Squitter Equipment
150/5230-4C	Aircraft Fuel Storage, Handling, Training, and Dispensing on Airports
150/5300-13B	Airport Design
150/5300-14D	Design of Aircraft Deicing Facilities
150/5300-15A	Use of Value Engineering for Engineering and Design of Airport Grant Projects

NUMBER	TITLE
150/5300-16B	General Guidance and Specifications for Aeronautical Surveys: Establishment of Geodetic Control and Submission to the National Geodetic Survey
150/5300-17C, Change 1	Standards for Using Remote Sensing Technologies in Airport Surveys
150/5300-18B, Change 1	General Guidance and Specifications for Submission of Aeronautical Surveys to NGS: Field Data Collection and Geographic Information System (GIS) Standards
150/5300-19	Airport Data and Information Program
150/5320-5D	Airport Drainage Design
150/5320-6G	Airport Pavement Design and Evaluation
150/5320-12C, Changes 1 - 8	Measurement, Construction, and Maintenance of Skid Resistant Airport Pavement Surfaces
150/5320-15A	Management of Airport Industrial Waste
150/5320-17A	Airfield Pavement Surface Evaluation and Rating Manuals
150/5325-4B	Runway Length Requirements for Airport Design
150/5335-5D	Standardized Method of Reporting Airport Pavement Strength - PCR
150/5340-1M, Change 1	Standards for Airport Markings
150/5340-5D	Segmented Circle Airport Marker System
150/5340-18G, Change 1	Standards for Airport Sign Systems
150/5340-26C	Maintenance of Airport Visual Aid Facilities
150/5340-30J	Design and Installation Details for Airport Visual Aids
150/5345-3G	Specification for L-821, Panels for the Control of Airport Lighting
150/5345-5B	Specifications for Airport Lighting Circuit Selector Switch
150/5345-7F	Specification for L-824 Underground Electrical Cable for Airport Lighting Circuits
150/5345-10H	Specification for Constant Current Regulators and Regulator Monitors
150/5345-12F	Specification for Airport and Heliport Beacons

NUMBER	TITLE
150/5345-13B	Specification for L-841 Auxillary Relay Cabinet Assembly for Pilot Control of Airport Lighting Circuits
150/5345-26E	FAA Specification For L-823 Plug and Receptacle, Cable Connectors
150/5345-27F	FAA Specification for Wind Cone Assemblies
150/5345-28H	Precision Approach Path Indicator (PAPI) Systems
150/5345-39E	Specification for L-853, Runway and Taxiway Retroreflective Markers
150/5345-42J	Specification for Airport Light Bases, Transformer Housings, Junction Boxes, and Accessories
150/5345-43J	Specification for Obstruction Lighting Equipment
150/5345-44K	Specification for Runway and Taxiway Signs
150/5345-45C	Low-Impact Resistant (LIR) Structures
150/5345-46E	Specification for Runway and Taxiway Light Fixtures
150/5345-47C	Specification for Series to Series Isolation Transformers for Airport Lighting Systems
150/5345-49D	Specification L-854, Radio Control Equipment
150/5345-50B	Specification for Portable Runway and Taxiway Lights
150/5345-51B	Specification for Discharge-Type Flashing Light Equipment
150/5345-52A	Generic Visual Glideslope Indicators (GVGI)
150/5345-53D	Airport Lighting Equipment Certification Program
150/5345-54B	Specification for L-884, Power and Control Unit for Land and Hold Short Lighting Systems
150/5345-55A	Specification for L-893, Lighted Visual Aid to Indicate Temporary Runway Closure
150/5345-56B	Specification for L-890 Airport Lighting Control and Monitoring System (ALCMS)
150/5360-12F	Airport Signing and Graphics
150/5360-13A	Airport Terminal Planning
150/5360-14A	Access to Airports By Individuals With Disabilities
150/5370-2G	Operational Safety on Airports During Construction

NUMBER	TITLE
150/5370-10H	Standard Specifications for Construction of Airports
150/5370-11B	Use of Nondestructive Testing in the Evaluation of Airport Pavements
150/5370-13A	Off-Peak Construction of Airport Pavements Using Hot-Mix Asphalt
150/5370-15B	Airside Applications for Artificial Turf
150/5370-16	Rapid Construction of Rigid (Portland Cement Concrete) Airfield Pavements
150/5370-17	Airside Use of Heated Pavement Systems
150/5380-6C	Guidelines and Procedures for Maintenance of Airport Pavements
150/5380-7B	Airport Pavement Management Program
150/5380-9	Guidelines and Procedures for Measuring Airfield Pavement Roughness
150/5390-2C	Heliport Design
150/5395-1B	Seaplane Bases

THE FOLLOWING ADDITIONAL ADVISORY CIRCULARS APPLY TO AIP AND BIL PROJECTS ONLY

NUMBER	TITLE
150/5100-14E, Change 1	Architectural, Engineering, and Planning Consultant Services for Airport Grant Projects
150/5100-17, Changes 1-7	Land Acquisition and Relocation Assistance for Airport Improvement Program Assisted Projects
150/5100-21	State Block Grant Program
150/5370-12B	Quality Management for Federally Funded Airport Construction Projects



FAA
Airports

ASSURANCES AIRPORT SPONSORS

A. General.

1. These assurances shall be complied with in the performance of grant agreements for airport development, airport planning, and noise compatibility program grants for airport sponsors.
2. These assurances are required to be submitted as part of the project application by sponsors requesting funds under the provisions of Title 49, U.S.C., subtitle VII, as amended. As used herein, the term "public agency sponsor" means a public agency with control of a public-use airport; the term "private sponsor" means a private owner of a public-use airport; and the term "sponsor" includes both public agency sponsors and private sponsors.
3. Upon acceptance of this grant offer by the sponsor, these assurances are incorporated in and become part of this Grant Agreement.

B. Duration and Applicability.

1. Airport Development or Noise Compatibility Program Projects Undertaken by a Public Agency Sponsor.

The terms, conditions and assurances of this Grant Agreement shall remain in full force and effect throughout the useful life of the facilities developed or equipment acquired for an airport development or noise compatibility program project, or throughout the useful life of the project items installed within a facility under a noise compatibility program project, but in any event not to exceed twenty (20) years from the date of acceptance of a grant offer of Federal funds for the project. However, there shall be no limit on the duration of the assurances regarding Exclusive Rights and Airport Revenue so long as the airport is used as an airport. There shall be no limit on the duration of the terms, conditions, and assurances with respect to real property acquired with federal funds. Furthermore, the duration of the Civil Rights assurance shall be specified in the assurances.

2. Airport Development or Noise Compatibility Projects Undertaken by a Private Sponsor.

The preceding paragraph (1) also applies to a private sponsor except that the useful life of project items installed within a facility or the useful life of the facilities developed or equipment acquired under an airport development or noise compatibility program project shall be no less than ten (10) years from the date of acceptance of Federal aid for the project.

3. Airport Planning Undertaken by a Sponsor.

Unless otherwise specified in this Grant Agreement, only Assurances 1, 2, 3, 5, 6, 13, 18, 23, 25, 30, 32, 33, 34, and 37 in Section C apply to planning projects. The terms, conditions, and

assurances of this Grant Agreement shall remain in full force and effect during the life of the project; there shall be no limit on the duration of the assurances regarding Exclusive Rights and Airport Revenue so long as the airport is used as an airport.

C. Sponsor Certification.

The sponsor hereby assures and certifies, with respect to this grant that:

1. General Federal Requirements

It will comply with all applicable Federal laws, regulations, executive orders, policies, guidelines, and requirements as they relate to the application, acceptance, and use of Federal funds for this Grant including but not limited to the following:

FEDERAL LEGISLATION

- a. 49 U.S.C. subtitle VII, as amended.
- b. Davis-Bacon Act, as amended — 40 U.S.C. §§ 3141-3144, 3146, and 3147, et seq.¹
- c. Federal Fair Labor Standards Act — 29 U.S.C. § 201, et seq.
- d. Hatch Act — 5 U.S.C. § 1501, et seq.²
- e. Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, 42 U.S.C. § 4601, et seq.^{1,2}
- f. National Historic Preservation Act of 1966 — Section 106 — 54 U.S.C. § 306108.¹
- g. Archeological and Historic Preservation Act of 1974 — 54 U.S.C. § 312501, et seq.¹
- h. Native Americans Grave Repatriation Act — 25 U.S.C. § 3001, et seq.
- i. Clean Air Act, P.L. 90-148, as amended — 42 U.S.C. § 7401, et seq.
- j. Coastal Zone Management Act, P.L. 92-583, as amended — 16 U.S.C. § 1451, et seq.
- k. Flood Disaster Protection Act of 1973 — Section 102(a) - 42 U.S.C. § 4012a.¹
- l. 49 U.S.C. § 303, (formerly known as Section 4(f)).
- m. Rehabilitation Act of 1973 — 29 U.S.C. § 794.
- n. Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78-stat. 252) (prohibits discrimination on the basis of race, color, national origin).
- o. Americans with Disabilities Act of 1990, as amended, (42 U.S.C. § 12101 et seq.) (prohibits discrimination on the basis of disability).
- p. Age Discrimination Act of 1975 — 42 U.S.C. § 6101, et seq.
- q. American Indian Religious Freedom Act, P.L. 95-341, as amended.
- r. Architectural Barriers Act of 1968, as amended — 42 U.S.C. § 4151, et seq.¹
- s. Powerplant and Industrial Fuel Use Act of 1978 — Section 403 — 42 U.S.C. § 8373.¹
- t. Contract Work Hours and Safety Standards Act — 40 U.S.C. § 3701, et seq.¹
- u. Copeland Anti-kickback Act — 18 U.S.C. § 874.¹

- v. National Environmental Policy Act of 1969 – 42 U.S.C. § 4321, et seq.¹
- w. Wild and Scenic Rivers Act, P.L. 90-542, as amended – 16 U.S.C. § 1271, et seq.
- x. Single Audit Act of 1984 – 31 U.S.C. § 7501, et seq.²
- y. Drug-Free Workplace Act of 1988 – 41 U.S.C. §§ 8101 through 8105.
- z. The Federal Funding Accountability and Transparency Act of 2006, as amended (P.L. 109-282, as amended by section 6202 of P.L. 110-252).
- aa. Civil Rights Restoration Act of 1987, P.L. 100-259.
- bb. Build America, Buy America Act, P.L. 117-58, Title IX.

EXECUTIVE ORDERS

- a. Executive Order 11246 – Equal Employment Opportunity¹
- b. Executive Order 11990 – Protection of Wetlands
- c. Executive Order 11998 – Flood Plain Management
- d. Executive Order 12372 – Intergovernmental Review of Federal Programs
- e. Executive Order 12699 – Seismic Safety of Federal and Federally Assisted New Building Construction¹
- f. Executive Order 12898 – Environmental Justice
- g. Executive Order 13166 – Improving Access to Services for Persons with Limited English Proficiency
- h. Executive Order 13985 – Executive Order on Advancing Racial Equity and Support for Underserved Communities Through the Federal Government
- i. Executive Order 13988 – Preventing and Combating Discrimination on the Basis of Gender Identity or Sexual Orientation
- j. Executive Order 14005 – Ensuring the Future is Made in all of America by All of America's Workers
- k. Executive Order 14008 – Tackling the Climate Crisis at Home and Abroad

FEDERAL REGULATIONS

- a. 2 CFR Part 180 – OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement).
- b. 2 CFR Part 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards. ^{4,5}
- c. 2 CFR Part 1200 – Nonprocurement Suspension and Debarment.
- d. 14 CFR Part 13 – Investigative and Enforcement Procedures.
- e. 14 CFR Part 16 – Rules of Practice for Federally-Assisted Airport Enforcement Proceedings.
- f. 14 CFR Part 150 – Airport Noise Compatibility Planning.

- g. 28 CFR Part 35 – Nondiscrimination on the Basis of Disability in State and Local Government Services.
- h. 28 CFR § 50.3 – U.S. Department of Justice Guidelines for the Enforcement of Title VI of the Civil Rights Act of 1964.
- i. 29 CFR Part 1 – Procedures for Predetermination of Wage Rates.¹
- j. 29 CFR Part 3.– Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States.¹
- k. 29 CFR Part 5 – Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction (Also Labor Standards Provisions Applicable to Nonconstruction Contracts Subject to the Contract Work Hours and Safety Standards Act).¹
- l. 41 CFR Part 60 – Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor (Federal and Federally-assisted contracting requirements).¹
- m. 49 CFR Part 20 – New Restrictions on Lobbying.
- n. 49 CFR Part 21 – Nondiscrimination in Federally-Assisted Programs of the Department of Transportation.– Effectuation of Title VI of the Civil Rights Act of 1964.
- o. 49 CFR Part 23.– Participation by Disadvantage Business Enterprise in Airport Concessions.
- p. 49 CFR Part 24 – Uniform Relocation Assistance and Real Property Acquisition for Federal and Federally-Assisted Programs.^{1, 2}
- q. 49 CFR Part 26.– Participation by Disadvantaged Business Enterprises in Department of Transportation Financial Assistance Programs.
- r. 49 CFR Part 27 – Nondiscrimination on the Basis of Disability in Programs or Activities Receiving Federal Financial Assistance.³
- s. 49 CFR Part 28 – Enforcement of Nondiscrimination on the Basis of Handicap in Programs or Activities Conducted by the Department of Transportation.
- t. 49 CFR Part 30 – Denial of Public Works Contracts to Suppliers of Goods and Services of Countries That Deny Procurement Market Access to U.S. Contractors.
- u. 49 CFR Part 32.– Governmentwide Requirements for Drug-Free Workplace (Financial Assistance).
- v. 49 CFR Part 37 – Transportation Services for Individuals with Disabilities (ADA).
- w. 49 CFR Part 38.– Americans with Disabilities Act (ADA) Accessibility Specifications for Transportation Vehicles.
- x. 49 CFR Part 41.– Seismic Safety.

FOOTNOTES TO ASSURANCE (C)(1)

¹ These laws do not apply to airport planning sponsors.

² These laws do not apply to private sponsors.

³ 2 CFR Part 200 contains requirements for State and Local Governments receiving Federal assistance. Any requirement levied upon State and Local Governments by this regulation shall

apply where applicable to private sponsors receiving Federal assistance under Title 49, United States Code.

- 4 Cost principles established in 2 CFR part 200 subpart E must be used as guidelines for determining the eligibility of specific types of expenses.
- 5 Audit requirements established in 2 CFR part 200 subpart F are the guidelines for audits.

SPECIFIC ASSURANCES

Specific assurances required to be included in grant agreements by any of the above laws, regulations or circulars are incorporated by reference in this Grant Agreement.

2. Responsibility and Authority of the Sponsor.

a. Public Agency Sponsor:

It has legal authority to apply for this Grant, and to finance and carry out the proposed project; that a resolution, motion or similar action has been duly adopted or passed as an official act of the applicant's governing body authorizing the filing of the application, including all understandings and assurances contained therein, and directing and authorizing the person identified as the official representative of the applicant to act in connection with the application; and to provide such additional information as may be required.

b. Private Sponsor:

It has legal authority to apply for this Grant and to finance and carry out the proposed project and comply with all terms, conditions, and assurances of this Grant Agreement. It shall designate an official representative and shall in writing direct and authorize that person to file this application, including all understandings and assurances contained therein; to act in connection with this application; and to provide such additional information as may be required.

3. Sponsor Fund Availability.

It has sufficient funds available for that portion of the project costs which are not to be paid by the United States; It has sufficient funds available to assure operation and maintenance of items funded under this Grant Agreement which it will own or control.

4. Good Title.

- a. If a public agency or the Federal government; holds good title, satisfactory to the Secretary, to the landing area of the airport or site thereof, or will give assurance satisfactory to the Secretary that good title will be acquired.
- b. For noise compatibility program projects to be carried out on the property of the sponsor, it holds good title satisfactory to the Secretary to that portion of the property upon which Federal funds will be expended or will give assurance to the Secretary that good title will be obtained.

5. Preserving Rights and Powers.

- a. It will not take, or permit any action which would operate to deprive it of any of the rights and powers necessary to perform any or all of the terms, conditions, and assurances in this Grant Agreement without the written approval of the Secretary, and will act promptly to acquire, extinguish or modify any outstanding rights or claims of right of others which would interfere

with such performance by the sponsor. This shall be done in a manner acceptable to the Secretary.

- b. Subject to the FAA Act of 2018, Public Law 115-254, Section 163, it will not sell, lease, encumber, or otherwise transfer or dispose of any part of its title or other interests in the property shown on Exhibit A to this application or, for a noise compatibility program project, that portion of the property upon which Federal funds have been expended, for the duration of the terms, conditions, and assurances in this Grant Agreement without approval by the Secretary. If the transferee is found by the Secretary to be eligible under Title 49, United States Code, to assume the obligations of this Grant Agreement and to have the power, authority, and financial resources to carry out all such obligations, the sponsor shall insert in the contract or document transferring or disposing of the sponsor's interest, and make binding upon the transferee all of the terms, conditions, and assurances contained in this Grant Agreement.
- c. For all noise compatibility program projects which are to be carried out by another unit of local government or are on property owned by a unit of local government other than the sponsor, it will enter into an agreement with that government. Except as otherwise specified by the Secretary, that agreement shall obligate that government to the same terms, conditions, and assurances that would be applicable to it if it applied directly to the FAA for a grant to undertake the noise compatibility program project. That agreement and changes thereto must be satisfactory to the Secretary. It will take steps to enforce this agreement against the local government if there is substantial non-compliance with the terms of the agreement.
- d. For noise compatibility program projects to be carried out on privately owned property, it will enter into an agreement with the owner of that property which includes provisions specified by the Secretary. It will take steps to enforce this agreement against the property owner whenever there is substantial non-compliance with the terms of the agreement.
- e. If the sponsor is a private sponsor, it will take steps satisfactory to the Secretary to ensure that the airport will continue to function as a public-use airport in accordance with these assurances for the duration of these assurances.
- f. If an arrangement is made for management and operation of the airport by any agency or person other than the sponsor or an employee of the sponsor, the sponsor will reserve sufficient rights and authority to ensure that the airport will be operated and maintained in accordance with Title 49, United States Code, the regulations and the terms, conditions and assurances in this Grant Agreement and shall ensure that such arrangement also requires compliance therewith.
- g. Sponsors of commercial service airports will not permit or enter into any arrangement that results in permission for the owner or tenant of a property used as a residence, or zoned for residential use, to taxi an aircraft between that property and any location on airport. Sponsors of general aviation airports entering into any arrangement that results in permission for the owner of residential real property adjacent to or near the airport must comply with the requirements of Sec. 136 of Public Law 112-95 and the sponsor assurances.

6. Consistency with Local Plans.

The project is reasonably consistent with plans (existing at the time of submission of this application) of public agencies that are authorized by the State in which the project is located to plan for the development of the area surrounding the airport.

7. Consideration of Local Interest.

It has given fair consideration to the interest of communities in or near where the project may be located.

8. Consultation with Users.

In making a decision to undertake any airport development project under Title 49, United States Code, it has undertaken reasonable consultations with affected parties using the airport at which project is proposed.

9. Public Hearings:

In projects involving the location of an airport, an airport runway, or a major runway extension, it has afforded the opportunity for public hearings for the purpose of considering the economic, social, and environmental effects of the airport or runway location and its consistency with goals and objectives of such planning as has been carried out by the community and it shall, when requested by the Secretary, submit a copy of the transcript of such hearings to the Secretary. Further, for such projects, it has on its management board either voting representation from the communities where the project is located or has advised the communities that they have the right to petition the Secretary concerning a proposed project.

10. Metropolitan Planning Organization.

In projects involving the location of an airport, an airport runway, or a major runway extension at a medium or large hub airport, the sponsor has made available to and has provided upon request to the metropolitan planning organization in the area in which the airport is located, if any, a copy of the proposed amendment to the airport layout plan to depict the project and a copy of any airport master plan in which the project is described or depicted.

11. Pavement Preventive Maintenance-Management.

With respect to a project approved after January 1, 1995, for the replacement or reconstruction of pavement at the airport, it assures or certifies that it has implemented an effective airport pavement maintenance-management program and it assures that it will use such program for the useful life of any pavement constructed, reconstructed or repaired with Federal financial assistance at the airport. It will provide such reports on pavement condition and pavement management programs as the Secretary determines may be useful.

12. Terminal Development Prerequisites.

For projects which include terminal development at a public use airport, as defined in Title 49, it has, on the date of submittal of the project grant application, all the safety equipment required for certification of such airport under 49 U.S.C. § 44706, and all the security equipment required by rule or regulation, and has provided for access to the passenger enplaning and deplaning area of such airport to passengers enplaning and deplaning from aircraft other than air carrier aircraft.

13. Accounting System, Audit, and Record-Keeping Requirements.

- a. It shall keep all project accounts and records which fully disclose the amount and disposition by the recipient of the proceeds of this Grant, the total cost of the project in connection with which this Grant is given or used, and the amount or nature of that portion of the cost of the project supplied by other sources, and such other financial records pertinent to the project. The

accounts and records shall be kept in accordance with an accounting system that will facilitate an effective audit in accordance with the Single Audit Act of 1984.

- b. It shall make available to the Secretary and the Comptroller General of the United States, or any of their duly authorized representatives, for the purpose of audit and examination, any books, documents, papers, and records of the recipient that are pertinent to this Grant. The Secretary may require that an appropriate audit be conducted by a recipient. In any case in which an independent audit is made of the accounts of a sponsor relating to the disposition of the proceeds of a grant or relating to the project in connection with which this Grant was given or used, it shall file a certified copy of such audit with the Comptroller General of the United States not later than six (6) months following the close of the fiscal year for which the audit was made.

14. Minimum Wage Rates.

It shall include, in all contracts in excess of \$2,000 for work on any projects funded under this Grant Agreement which involve labor, provisions establishing minimum rates of wages, to be predetermined by the Secretary of Labor under 40 U.S.C. §§ 3141-3144, 3146, and 3147, Public Building, Property, and Works), which contractors shall pay to skilled and unskilled labor, and such minimum rates shall be stated in the invitation for bids and shall be included in proposals or bids for the work.

15. Veteran's Preference.

It shall include in all contracts for work on any project funded under this Grant Agreement which involve labor, such provisions as are necessary to insure that, in the employment of labor (except in executive, administrative, and supervisory positions), preference shall be given to Vietnam era veterans, Persian Gulf veterans, Afghanistan-Iraq war veterans, disabled veterans, and small business concerns owned and controlled by disabled veterans as defined in 49 U.S.C. § 47112. However, this preference shall apply only where the individuals are available and qualified to perform the work to which the employment relates.

16. Conformity to Plans and Specifications.

It will execute the project subject to plans, specifications, and schedules approved by the Secretary. Such plans, specifications, and schedules shall be submitted to the Secretary prior to commencement of site preparation, construction, or other performance under this Grant Agreement, and, upon approval of the Secretary, shall be incorporated into this Grant Agreement. Any modification to the approved plans, specifications, and schedules shall also be subject to approval of the Secretary, and incorporated into this Grant Agreement.

17. Construction Inspection and Approval.

It will provide and maintain competent technical supervision at the construction site throughout the project to assure that the work conforms to the plans, specifications, and schedules approved by the Secretary for the project. It shall subject the construction work on any project contained in an approved project application to inspection and approval by the Secretary and such work shall be in accordance with regulations and procedures prescribed by the Secretary. Such regulations and procedures shall require such cost and progress reporting by the sponsor or sponsors of such project as the Secretary shall deem necessary.

18. Planning Projects.

In carrying out planning projects:

- a. It will execute the project in accordance with the approved program narrative contained in the project application or with the modifications similarly approved.
- b. It will furnish the Secretary with such periodic reports as required pertaining to the planning project and planning work activities.
- c. It will include in all published material prepared in connection with the planning project a notice that the material was prepared under a grant provided by the United States.
- d. It will make such material available for examination by the public, and agrees that no material prepared with funds under this project shall be subject to copyright in the United States or any other country.
- e. It will give the Secretary unrestricted authority to publish, disclose, distribute, and otherwise use any of the material prepared in connection with this grant.
- f. It will grant the Secretary the right to disapprove the sponsor's employment of specific consultants and their subcontractors to do all or any part of this project as well as the right to disapprove the proposed scope and cost of professional services.
- g. It will grant the Secretary the right to disapprove the use of the sponsor's employees to do all or any part of the project.
- h. It understands and agrees that the Secretary's approval of this project grant or the Secretary's approval of any planning material developed as part of this grant does not constitute or imply any assurance or commitment on the part of the Secretary to approve any pending or future application for a Federal airport grant.

19. Operation and Maintenance.

- a. The airport and all facilities which are necessary to serve the aeronautical users of the airport, other than facilities owned or controlled by the United States, shall be operated at all times in a safe and serviceable condition and in accordance with the minimum standards as may be required or prescribed by applicable Federal, state, and local agencies for maintenance and operation. It will not cause or permit any activity or action thereon which would interfere with its use for airport purposes. It will suitably operate and maintain the airport and all facilities thereon or connected therewith, with due regard to climatic and flood conditions. Any proposal to temporarily close the airport for non-aeronautical purposes must first be approved by the Secretary. In furtherance of this assurance, the sponsor will have in effect arrangements for:
 1. Operating the airport's aeronautical facilities whenever required;
 2. Promptly marking and lighting hazards resulting from airport conditions, including temporary conditions; and
 3. Promptly notifying pilots of any condition affecting aeronautical use of the airport. Nothing contained herein shall be construed to require that the airport be operated for aeronautical use during temporary periods when snow, flood, or other climatic conditions interfere with such operation and maintenance. Further, nothing herein shall be construed as requiring the maintenance, repair, restoration, or replacement of any structure or

facility which is substantially damaged or destroyed due to an act of God or other condition or circumstance beyond the control of the sponsor.

- b. It will suitably operate and maintain noise compatibility program items that it owns or controls upon which Federal funds have been expended.

20. Hazard Removal and Mitigation.

It will take appropriate action to assure that such terminal airspace as is required to protect instrument and visual operations to the airport (including established minimum flight altitudes) will be adequately cleared and protected by removing, lowering, relocating, marking, or lighting or otherwise mitigating existing airport hazards and by preventing the establishment or creation of future airport hazards.

21. Compatible Land Use.

It will take appropriate action, to the extent reasonable, including the adoption of zoning laws, to restrict the use of land adjacent to or in the immediate vicinity of the airport to activities and purposes compatible with normal airport operations, including landing and takeoff of aircraft. In addition, if the project is for noise compatibility program implementation, it will not cause or permit any change in land use, within its jurisdiction, that will reduce its compatibility with respect to the airport, of the noise compatibility program measures upon which Federal funds have been expended.

22. Economic Nondiscrimination.

- a. It will make the airport available as an airport for public use, on reasonable terms and without unjust discrimination to all types, kinds and classes of aeronautical activities, including commercial aeronautical activities offering services to the public at the airport.
- b. In any agreement, contract, lease, or other arrangement under which a right or privilege at the airport is granted to any person, firm, or corporation to conduct or to engage in any aeronautical activity for furnishing services to the public at the airport, the sponsor will insert and enforce provisions requiring the contractor to:
 1. Furnish said services on a reasonable, and not unjustly discriminatory, basis to all users thereof, and
 2. Charge reasonable, and not unjustly discriminatory, prices for each unit or service, provided that the contractor may be allowed to make reasonable and nondiscriminatory discounts, rebates, or other similar types of price reductions to volume purchasers.
- c. Each fixed-based operator at the airport shall be subject to the same rates, fees, rentals, and other charges as are uniformly applicable to all other fixed-based operators making the same or similar uses of such airport and utilizing the same or similar facilities.
- d. Each air carrier using such airport shall have the right to service itself or to use any fixed-based operator that is authorized or permitted by the airport to serve any air carrier at such airport.
- e. Each air carrier using such airport (whether as a tenant, non-tenant, or subtenant of another air carrier tenant) shall be subject to such nondiscriminatory and substantially comparable rules, regulations, conditions, rates, fees, rentals, and other charges with respect to facilities directly and substantially related to providing air transportation as are applicable to all such air carriers which make similar use of such airport and utilize similar facilities, subject to reasonable

classifications such as tenants or non-tenants and signatory carriers and non-signatory carriers. Classification or status as tenant or signatory shall not be unreasonably withheld by any airport provided an air carrier assumes obligations substantially similar to those already imposed on air carriers in such classification or status.

- f. It will not exercise or grant any right or privilege which operates to prevent any person, firm, or corporation operating aircraft on the airport from performing any services on its own aircraft with its own employees (including, but not limited to maintenance, repair, and fueling) that it may choose to perform.
- g. In the event the sponsor itself exercises any of the rights and privileges referred to in this assurance, the services involved will be provided on the same conditions as would apply to the furnishing of such services by commercial aeronautical service providers authorized by the sponsor under these provisions.
- h. The sponsor may establish such reasonable, and not unjustly discriminatory, conditions to be met by all users of the airport as may be necessary for the safe and efficient operation of the airport.
- i. The sponsor may prohibit or limit any given type, kind or class of aeronautical use of the airport if such action is necessary for the safe operation of the airport or necessary to serve the civil aviation needs of the public.

23. Exclusive Rights.

It will permit no exclusive right for the use of the airport by any person providing, or intending to provide, aeronautical services to the public. For purposes of this paragraph, the providing of the services at an airport by a single fixed-based operator shall not be construed as an exclusive right if both of the following apply:

- a. It would be unreasonably costly, burdensome, or impractical for more than one fixed-based operator to provide such services, and
- b. If allowing more than one fixed-based operator to provide such services would require the reduction of space leased pursuant to an existing agreement between such single fixed-based operator and such airport. It further agrees that it will not, either directly or indirectly, grant or permit any person, firm, or corporation, the exclusive right at the airport to conduct any aeronautical activities, including, but not limited to charter flights, pilot training, aircraft rental and sightseeing, aerial photography, crop dusting, aerial advertising and surveying, air carrier operations, aircraft sales and services, sale of aviation petroleum products whether or not conducted in conjunction with other aeronautical activity, repair and maintenance of aircraft, sale of aircraft parts, and any other activities which because of their direct relationship to the operation of aircraft can be regarded as an aeronautical activity, and that it will terminate any exclusive right to conduct an aeronautical activity now existing at such an airport before the grant of any assistance under Title 49, United States Code.

24. Fee and Rental Structure.

It will maintain a fee and rental structure for the facilities and services at the airport which will make the airport as self-sustaining as possible under the circumstances existing at the particular airport, taking into account such factors as the volume of traffic and economy of collection. No part of the Federal share of an airport development, airport planning or noise compatibility project for

which a Grant is made under Title 49, United States Code, the Airport and Airway Improvement Act of 1982, the Federal Airport Act or the Airport and Airway Development Act of 1970 shall be included in the rate basis in establishing fees, rates, and charges for users of that airport.

25. Airport Revenues.

- a. All revenues generated by the airport and any local taxes on aviation fuel established after December 30, 1987, will be expended by it for the capital or operating costs of the airport; the local airport system; or other local facilities which are owned or operated by the owner or operator of the airport and which are directly and substantially related to the actual air transportation of passengers or property; or for noise mitigation purposes on or off the airport. The following exceptions apply to this paragraph:
 1. If covenants or assurances in debt obligations issued before September 3, 1982, by the owner or operator of the airport, or provisions enacted before September 3, 1982, in governing statutes controlling the owner or operator's financing, provide for the use of the revenues from any of the airport owner or operator's facilities, including the airport, to support not only the airport but also the airport owner or operator's general debt obligations or other facilities, then this limitation on the use of all revenues generated by the airport (and, in the case of a public airport, local taxes on aviation fuel) shall not apply.
 2. If the Secretary approves the sale of a privately owned airport to a public sponsor and provides funding for any portion of the public sponsor's acquisition of land, this limitation on the use of all revenues generated by the sale shall not apply to certain proceeds from the sale. This is conditioned on repayment to the Secretary by the private owner of an amount equal to the remaining unamortized portion (amortized over a 20-year period) of any airport improvement grant made to the private owner for any purpose other than land acquisition on or after October 1, 1996, plus an amount equal to the federal share of the current fair market value of any land acquired with an airport improvement grant made to that airport on or after October 1, 1996.
 3. Certain revenue derived from or generated by mineral extraction, production, lease, or other means at a general aviation airport (as defined at 49 U.S.C. § 47102); if the FAA determines the airport sponsor meets the requirements set forth in Section 813 of Public Law 112-95.
- b. As part of the annual audit required under the Single Audit Act of 1984, the sponsor will direct that the audit will review, and the resulting audit report will provide an opinion concerning, the use of airport revenue and taxes in paragraph (a), and indicating whether funds paid or transferred to the owner or operator are paid or transferred in a manner consistent with Title 49, United States Code and any other applicable provision of law, including any regulation promulgated by the Secretary or Administrator.
- c. Any civil penalties or other sanctions will be imposed for violation of this assurance in accordance with the provisions of 49 U.S.C. § 47107.

26. Reports and Inspections.

It will:

- a. submit to the Secretary such annual or special financial and operations reports as the Secretary may reasonably request and make such reports available to the public; make available to the

public at reasonable times and places a report of the airport budget in a format prescribed by the Secretary;

- b. for airport development projects, make the airport and all airport records and documents affecting the airport, including deeds, leases, operation and use agreements, regulations and other instruments, available for inspection by any duly authorized agent of the Secretary upon reasonable request;
- c. for noise compatibility program projects, make records and documents relating to the project and continued compliance with the terms, conditions, and assurances of this Grant Agreement including deeds, leases, agreements, regulations, and other instruments, available for inspection by any duly authorized agent of the Secretary upon reasonable request; and
- d. in a format and time prescribed by the Secretary, provide to the Secretary and make available to the public following each of its fiscal years, an annual report listing in detail:
 1. all amounts paid by the airport to any other unit of government and the purposes for which each such payment was made; and
 2. all services and property provided by the airport to other units of government and the amount of compensation received for provision of each such service and property.

27. Use by Government Aircraft.

It will make available all of the facilities of the airport developed with Federal financial assistance and all those usable for landing and takeoff of aircraft to the United States for use by Government aircraft in common with other aircraft at all times without charge, except, if the use by Government aircraft is substantial, charge may be made for a reasonable share, proportional to such use, for the cost of operating and maintaining the facilities used. Unless otherwise determined by the Secretary, or otherwise agreed to by the sponsor and the using agency, substantial use of an airport by Government aircraft will be considered to exist when operations of such aircraft are in excess of those which, in the opinion of the Secretary, would unduly interfere with use of the landing areas by other authorized aircraft, or during any calendar month that:

- a. Five (5) or more Government aircraft are regularly based at the airport or on land adjacent thereto; or
- b. The total number of movements (counting each landing as a movement) of Government aircraft is 300 or more, or the gross accumulative weight of Government aircraft using the airport (the total movement of Government aircraft multiplied by gross weights of such aircraft) is in excess of five million pounds.

28. Land for Federal Facilities.

It will furnish without cost to the Federal Government for use in connection with any air traffic control or air navigation activities, or weather-reporting and communication activities related to air traffic control, any areas of land or water, or estate therein as the Secretary considers necessary or desirable for construction, operation, and maintenance at Federal expense of space or facilities for such purposes. Such areas or any portion thereof will be made available as provided herein within four months after receipt of a written request from the Secretary.

29. Airport Layout Plan.

- a. Subject to the FAA Reauthorization Act of 2018, Public Law 115-254, Section 163, it will keep up to date at all times an airport layout plan of the airport showing:
1. boundaries of the airport and all proposed additions thereto, together with the boundaries of all offsite areas owned or controlled by the sponsor for airport purposes and proposed additions thereto;
 2. the location and nature of all existing and proposed airport facilities and structures (such as runways, taxiways, aprons, terminal buildings, hangars and roads), including all proposed extensions and reductions of existing airport facilities;
 3. the location of all existing and proposed non-aviation areas and of all existing improvements thereon; and
 4. all proposed and existing access points used to taxi aircraft across the airport's property boundary.

Such airport layout plans and each amendment, revision, or modification thereof, shall be subject to the approval of the Secretary which approval shall be evidenced by the signature of a duly authorized representative of the Secretary on the face of the airport layout plan. The sponsor will not make or permit any changes or alterations in the airport or any of its facilities which are not in conformity with the airport layout plan as approved by the Secretary and which might, in the opinion of the Secretary, adversely affect the safety, utility or efficiency of the airport.

- b. Subject to the FAA Reauthorization Act of 2018, Public Law 115-254, Section 163, if a change or alteration in the airport or the facilities is made which the Secretary determines adversely affects the safety, utility, or efficiency of any federally owned, leased, or funded property on or off the airport and which is not in conformity with the airport layout plan as approved by the Secretary, the owner or operator will, if requested, by the Secretary:
1. eliminate such adverse effect in a manner approved by the Secretary; or
 2. bear all costs of relocating such property (or replacement thereof) to a site acceptable to the Secretary and all costs of restoring such property (or replacement thereof) to the level of safety, utility, efficiency, and cost of operation existing before the unapproved change in the airport or its facilities except in the case of a relocation or replacement of an existing airport facility due to a change in the Secretary's design standards beyond the control of the airport sponsor.

30. Civil Rights.

It will promptly take any measures necessary to ensure that no person in the United States shall, on the grounds of race, color, and national origin (including limited English proficiency) in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. §§ 2000d to 2000d-4); creed and sex (including sexual orientation and gender identity) per 49 U.S.C. § 47123 and related requirements; age per the Age Discrimination Act of 1975 and related requirements; or disability per the Americans with Disabilities Act of 1990 and related requirements, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination in any program and activity conducted with, or benefiting from, funds received from this Grant.

a. Using the definitions of activity, facility, and program as found and defined in 49 CFR §§ 21.23(b) and 21.23(e), the sponsor will facilitate all programs, operate all facilities, or conduct all programs in compliance with all non-discrimination requirements imposed by or pursuant to these assurances.

b. Applicability

1. **Programs and Activities.** If the sponsor has received a grant (or other federal assistance) for any of the sponsor's program or activities, these requirements extend to all of the sponsor's programs and activities.
2. **Facilities.** Where it receives a grant or other federal financial assistance to construct, expand, renovate, remodel, alter, or acquire a facility, or part of a facility, the assurance extends to the entire facility and facilities operated in connection therewith.
3. **Real Property.** Where the sponsor receives a grant or other Federal financial assistance in the form of, or for the acquisition of real property or an interest in real property, the assurance will extend to rights to space on, over, or under such property.

c. Duration.

The sponsor agrees that it is obligated to this assurance for the period during which Federal financial assistance is extended to the program, except where the Federal financial assistance is to provide, or is in the form of, personal property, or real property, or interest therein, or structures or improvements thereon, in which case the assurance obligates the sponsor, or any transferee for the longer of the following periods:

- 1: So long as the airport is used as an airport, or for another purpose involving the provision of similar services or benefits; or
- 2: So long as the sponsor retains ownership or possession of the property.

d. **Required Solicitation Language.** It will include the following notification in all solicitations for bids, Requests For Proposals for work, or material under this Grant Agreement and in all proposals for agreements, including airport concessions, regardless of funding source:

Please Development Authority:

"The ((Selection Criteria: Sponsor Name)), in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. §§ 2000d to 2000d-4) and the Regulations, hereby notifies all bidders or offerors that it will affirmatively ensure that for any contract entered into pursuant to this advertisement, [select businesses, or disadvantaged business enterprises or airport concession disadvantaged business enterprises] will be afforded full and fair opportunity to submit bids in response to this invitation and no businesses will be discriminated against on the grounds of race, color, national origin (including limited English proficiency), creed, sex (including sexual orientation and gender identity), age, or disability in consideration for an award."

e. **Required Contract Provisions.**

1. It will insert the non-discrimination contract clauses requiring compliance with the acts and regulations relative to non-discrimination in Federally-assisted programs of the Department of Transportation (DOT), and incorporating the acts and regulations into the contracts by reference in every contract or agreement subject to the non-discrimination in Federally-assisted programs of the DOT acts and regulations.

2. It will include a list of the pertinent non-discrimination authorities in every contract that is subject to the non-discrimination acts and regulations.
3. It will insert non-discrimination contract clauses as a covenant running with the land, in any deed from the United States effecting or recording a transfer of real property, structures, use, or improvements thereon or interest therein to a sponsor.
4. It will insert non-discrimination contract clauses prohibiting discrimination on the basis of race, color, national origin (including limited English proficiency), creed, sex (including sexual orientation and gender identity), age, or disability as a covenant running with the land, in any future deeds, leases, license, permits, or similar instruments entered into by the sponsor with other parties:
 - a. For the subsequent transfer of real property acquired or improved under the applicable activity, project, or program; and
 - b. For the construction or use of, or access to, space on, over, or under real property acquired or improved under the applicable activity, project, or program.
- f. It will provide for such methods of administration for the program as are found by the Secretary to give reasonable guarantee that it, other recipients, sub-recipients, sub-grantees, contractors, subcontractors, consultants, transferees, successors in interest, and other participants of Federal financial assistance under such program will comply with all requirements imposed or pursuant to the acts, the regulations, and this assurance.
- g. It agrees that the United States has a right to seek judicial enforcement with regard to any matter arising under the acts, the regulations, and this assurance.

31. Disposal of Land.

- a. For land purchased under a grant for airport noise compatibility purposes, including land serving as a noise buffer, it will dispose of the land, when the land is no longer needed for such purposes, at fair market value, at the earliest practicable time. That portion of the proceeds of such disposition which is proportionate to the United States' share of acquisition of such land will be, at the discretion of the Secretary, (1) reinvested in another project at the airport, or (2) transferred to another eligible airport as prescribed by the Secretary. The Secretary shall give preference to the following, in descending order:
 1. Reinvestment in an approved noise compatibility project;
 2. Reinvestment in an approved project that is eligible for grant funding under 49 U.S.C. § 47117(e);
 3. Reinvestment in an approved airport development project that is eligible for grant funding under 49 U.S.C. §§. 47114, 47115, or 47117;
 4. Transfer to an eligible sponsor of another public airport to be reinvested in an approved noise compatibility project at that airport; or
 5. Payment to the Secretary for deposit in the Airport and Airway Trust Fund.
- If land acquired under a grant for noise compatibility purposes is leased at fair market value and consistent with noise buffering purposes, the lease will not be considered a disposal of the land. Revenues derived from such a lease may be used for an approved airport development

project that would otherwise be eligible for grant funding or any permitted use of airport revenue.

- b. For land purchased under a grant for airport development purposes (other than noise compatibility), it will, when the land is no longer needed for airport purposes, dispose of such land at fair market value or make available to the Secretary an amount equal to the United States' proportionate share of the fair market value of the land. That portion of the proceeds of such disposition which is proportionate to the United States' share of the cost of acquisition of such land will, upon application to the Secretary, be reinvested or transferred to another eligible airport as prescribed by the Secretary. The Secretary shall give preference to the following, in descending order:
 1. Reinvestment in an approved noise compatibility project;
 2. Reinvestment in an approved project that is eligible for grant funding under 49 U.S.C. § 47117(e);
 3. Reinvestment in an approved airport development project that is eligible for grant funding under 49 U.S.C. §§ 47114, 47115, or 47117;
 4. Transfer to an eligible sponsor of another public airport to be reinvested in an approved noise compatibility project at that airport; or
 5. Payment to the Secretary for deposit in the Airport and Airway Trust Fund.
- c. Land shall be considered to be needed for airport purposes under this assurance if (1) it may be needed for aeronautical purposes (including runway protection zones) or serve as noise buffer land, and (2) the revenue from interim uses of such land contributes to the financial self-sufficiency of the airport. Further, land purchased with a grant received by an airport operator or owner before December 31, 1987, will be considered to be needed for airport purposes if the Secretary or Federal agency making such grant before December 31, 1987, was notified by the operator or owner of the uses of such land, did not object to such use, and the land continues to be used for that purpose, such use having commenced no later than December 15, 1989.
- d. Disposition of such land under (a), (b), or (c) will be subject to the retention or reservation of any interest or right therein necessary to ensure that such land will only be used for purposes which are compatible with noise levels associated with operation of the airport.

32. Engineering and Design Services.

If any phase of such project has received Federal funds under Chapter 471 subchapter 1 of Title 49 U.S.C., it will award each contract, or sub-contract for program management, construction management, planning studies, feasibility studies, architectural services, preliminary engineering, design, engineering, surveying, mapping or related services in the same manner as a contract for architectural and engineering services is negotiated under Chapter 11 of Title 40 U.S.C., or an equivalent qualifications-based requirement prescribed for or by the sponsor of the airport.

33. Foreign Market Restrictions.

It will not allow funds provided under this Grant to be used to fund any project which uses any product or service of a foreign country during the period in which such foreign country is listed by

the United States Trade Representative as denying fair and equitable market opportunities for products and suppliers of the United States in procurement and construction.

34. Policies, Standards, and Specifications.

It will carry out any project funded under an Airport Improvement Program Grant in accordance with policies, standards, and specifications approved by the Secretary including, but not limited to, current FAA Advisory Circulars (<https://www.faa.gov/airports/aip/media/aip-pfc-checklist.pdf>) for AIP projects as of Selection Criteria: Project Application Date. 19 February 2025

35. Relocation and Real Property Acquisition.

- a. It will be guided in acquiring real property, to the greatest extent practicable under State law, by the land acquisition policies in Subpart B of 49 CFR Part 24 and will pay or reimburse property owners for necessary expenses as specified in Subpart B.
- b. It will provide a relocation assistance program offering the services described in Subpart C of 49 CFR Part 24 and fair and reasonable relocation payments and assistance to displaced persons as required in Subpart D and E of 49 CFR Part 24.
- c. It will make available within a reasonable period of time prior to displacement, comparable replacement dwellings to displaced persons in accordance with Subpart E of 49 CFR Part 24.

36. Access By Intercity Buses.

The airport owner or operator will permit, to the maximum extent practicable, intercity buses or other modes of transportation to have access to the airport; however, it has no obligation to fund special facilities for intercity buses or for other modes of transportation.

37. Disadvantaged Business Enterprises.

The sponsor shall not discriminate on the basis of race, color, national origin, or sex, in the award and performance of any DOT-assisted contract covered by 49 CFR Part 26, or in the award and performance of any concession activity contract covered by 49 CFR Part 23. In addition, the sponsor shall not discriminate on the basis of race, color, national origin or sex in the administration of its Disadvantaged Business Enterprise (DBE) and Airport Concessions Disadvantaged Business Enterprise (ACDBE) programs or the requirements of 49 CFR Parts 23 and 26. The sponsor shall take all necessary and reasonable steps under 49 CFR Parts 23 and 26 to ensure nondiscrimination in the award and administration of DOT-assisted contracts, and/or concession contracts. The sponsor's DBE and ACDBE programs, as required by 49 CFR Parts 26 and 23, and as approved by DOT, are incorporated by reference in this agreement. Implementation of these programs is a legal obligation and failure to carry out its terms shall be treated as a violation of this agreement. Upon notification to the sponsor of its failure to carry out its approved program, the Department may impose sanctions as provided for under Parts 26 and 23 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. § 1001 and/or the Program Fraud Civil Remedies Act of 1986 (31 U.S.C. §§ 3801-3809, 3812).

38. Hangar Construction.

If the airport owner or operator and a person who owns an aircraft agree that a hangar is to be constructed at the airport for the aircraft at the aircraft owner's expense, the airport owner or operator will grant to the aircraft owner for the hangar a long term lease that is subject to such terms and conditions on the hangar as the airport owner or operator may impose.

39: Competitive Access.

- a. If the airport owner or operator of a medium or large hub airport (as defined in 49 U.S.C. § 47102) has been unable to accommodate one or more requests by an air carrier for access to gates, or other facilities at that airport in order to allow the air carrier to provide service to the airport or to expand service at the airport, the airport owner or operator shall transmit a report to the Secretary that:
 1. Describes the requests;
 2. Provides an explanation as to why the requests could not be accommodated; and
 3. Provides a time frame within which, if any, the airport will be able to accommodate the requests.
- b. Such report shall be due on either February 1 or August 1 of each year if the airport has been unable to accommodate the request(s) in the six month period prior to the applicable due date.