



**Auburn Lewiston Municipal Airport
Board of Directors
Meeting Agenda
May 17, 2023 5:30 P.M.
Administrative Conference Room 80 Airport Drive, Auburn, Maine**

Workshop

- A. Interlocal Agreement and By-laws Discussion
- B. FAA Land-Use Inspection and Response
- C. Hangar #5 Abandoned Property Sale
- D. FY2024 Operations, FBO, and CIP Budget Discussions (continued, if time allows)

Board of Directors Meeting (to begin immediately after workshop items)

- I. **Consent Items – All items with an asterisk (*) are considered routine and will be enacted by one motion.**
- II. **Minutes**
 - 1. **April 2023 Board Meeting**
- III. **Financial Report – Treasurer**
- IV. **Communications**
 - 1. Submitted grant application to FAA for Airport Master Plan Update
- V. **Public Comment – *Members of the public are invited to speak to the Board of Directors about any issue directly related to airport business.***
- VI. **Old Business**
- VII. **New Business**
 - 1. Accepting the Fiscal Year 2022 Audit and Financial Statements (as presented at April meeting)
 - 2. Authorizing the Board Chair to execute an amendment to an existing non-aeronautical lease on Kittyhawk Avenue (Tax Map 142 Lot 001 and Tax Map 130 Lot 002) to NGL Energy for a term of five (5) years
- VIII. **Reports**

1. Chairman's Report
2. Board of Directors Reports

IX. Executive Sessions

1. Real estate negotiation (Pursuant to 1 MRSA 405(6)c)

X. Adjournment (Next Meeting, Wednesday June 14th, 2023)

Executive Session: On occasion, the Board of Directors discusses matters which are required or allowed by State law to be considered in executive session. Executive sessions are not open to the public. The matters that are discussed in executive session are required to be kept confidential until they become a matter of public discussion. In order to go into executive session, a Director must make a motion in public. The motion must be recorded. An executive session is not required to be scheduled in advance as an agenda item, although when it is known at the time that the agenda is finalized, it will be listed on the agenda. The only topics which may be discussed in executive session are those that fall within one of the categories set forth in Title 1 M.R.S.A. Section 405(6). Those applicable are:

A. Discussion of personnel issues

C. Discussion or consideration of the condition, acquisition or the use of real or personal property permanently attached to real property or interests therein or disposition of publicly held property or economic development only if premature disclosures of the information would prejudice the competitive or bargaining position of the body or agency

D. Labor contracts

E. Contemplated litigation



Keenan Auction Company, Inc.
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Portland, Maine 04102
Tel: (207) 885-5100 / Fax (207) 885-5877
www.KeenanAuction.com
Email: info@keenanauction.com
Maine Real Estate License #102175
Maine Auctioneer License #236

May 11, 2023

Jonathan P. LaBonte
City of Auburn
60 Court St.
Auburn, ME 04210

Via email: j.labonte@auburnmaine.gov

RE: Public Timed Online Auction Proposal 23-71, Including but not limited to: Metal Fabrication & Machine Shop Equipment, Tooling, Power Tools, Safety Equipment, Flammable Cabinets, Shelving, Benches, Aluminum, Steel & Parts Inventory, Aircraft Maintenance Equipment, Portable Restroom Unit, (2) William Scotsman Office Trailers, Office Furniture, Computer Equipment, Steel Gantry. Assets of former Elite Airways Maintenance Facility, Auburn-Lewiston Airport, Auburn, ME.

Dear Mr. LaBonte,

The Keenan Auction Company appreciates the opportunity to present the following auction proposal in connection with the above referenced assets.

We are proposing to sell all of the assets in a publicly advertised timed online auction event. The auction will be webcast via our online bidding partner, Bidspotter. Buyers will be able to leave bids online over a 16-day period. All items will be sold absolute to the highest bidder, no minimums or reserves. An absolute auction will create the motivation required to obtain market participation. The anticipation and perception of "a deal" excites and motivates buyers, and when multiple buyers compete for the same items, the bids will increase. The online bidding component will be accessed through our website and also through Bidspotter.com. An online auction will provide greater convenience & exposure to a much larger marketplace versus an on-site auction. Bidspotter provides asset owners of all sizes, and buyers, with access to the world's largest and most trusted online marketplace. More than \$2 billion in inventory passes through Bidspotter's marketplace annually, in product categories that include, aerospace, metal fabrication, machine shop, food service and event equipment, vehicles, construction equipment, agricultural equipment, plants and machinery; among others. Since partnering with Bidspotter, our firm has conducted over 550 online auctions, had over 50,000 participants, generated millions in online revenues, and has sold over 83,000 items online.

The following are the details of our proposal:

Timed Online Auction Dates: Bidding Begins Sunday, June 11, 2023 at 9AM. Lots will start closing on Monday, June 26, 2023 at 1PM. We use a staggered end time so that not all lots will close at once. 10-lots will close every 2-minutes. If someone bids on a lot with less than 2-minutes to go, the time is extended by 2-minutes on that item.

Preview Date: Friday, June 16, 2023 from 10AM-12PM. Auctioneer will conduct an advertised preview on this day. We will provide 2-people to supervise and assist attendees at the preview. A detailed auction catalog will be provided to all who attend. Directional signage from the street to the buildings will be provided at the preview.

Auctioneer's Fee: 5% (five percent) of the total of bids plus approved advertising and auction expenses.

Sale Type: Public Timed Online Auction. All items sell to the highest bidder without reserve prices.

Pre-sales: At the execution of this agreement, auctioneer reserves the right to a 20% commission on any item sold prior to the auction. Respectfully, we recommend that all items remain in the auction and that Seller consult with the auctioneer concerning any offers that are made prior to the sale. If the sale is cancelled for any reason a \$500 cancellation fee will apply.

Buyer's Premium: A 17% (seventeen percent) Buyer's Premium will be assessed the high bid on each item sold. Bidders will pay this premium at the time of settlement, and will be retained by auctioneer. Proxibid assesses a 3% sell fee to the Seller, which will be paid by the auctioneer. Credit cards will be accepted. Auctioneer will pay all credit card fees. Buyers pay this premium, Seller does not pay the premium.

AUCTION EXPENSES: (To be deducted from proceeds of sale. No upfront money required.)

Marketing Budget: \$2,303 (Schedule enclosed) Auctioneer will advance the marketing dollars needed to advertise the sale. Newspaper rates are billed at the auctioneer's contract rates. Tear sheets and invoices will be provided in the auction summary report. The advertising campaign will consist of newsprint, trade guide, newsletter, websites, social media, email blasts and signage. Regional, statewide and local newsprint will canvas Maine & New England. Significant volume email blasts will target past auction customers who have purchased similar assets at our sales and at other Proxibid sales. Highly trafficked websites and social media postings will round out the advertising campaign.

Auction Set-Up: \$2,966. How the personal property is presented is very important to the success of the sale. A clean presentation of the assets helps build buyer confidence in the assets and the sale process. There are hundreds of items that will be included in the auction and will require the auctioneer to organize, lot, photograph, tag and catalog each item for inclusion in the online catalog. Several items currently stored on the mezzanine will need to be brought down to the main floor of the hangar for safety reasons and several items inside two storage container/trailers will need to be unloaded to be included in the auction. Set-up is billed on the actual time spent readying the assets for auction. Less time will result in less expense. Keenan Auction labor rate: \$60 per man-hour, Mileage: \$.655/mile. Estimated Set-up: 3-people, a total of 48-hours, and 132-miles. Auctioneer will require access to the property on June 7th & 8th from 8AM-3:30PM (½ hour lunch) each day to complete the set-up. Seller may defray some of the expense by providing labor to unload the trailers and lower items from the mezzanine.

Removal Supervision: \$2,246. Auctioneer will supervise the removal process beginning Tuesday, June 27, 2023 from 8AM-3PM, and Wednesday June 28, 2023 from 8AM-12PM. Estimated Removal Expense: 36-hours at \$60/hr. and 132-miles. June 27th: 3-people, June 28th: 2-people. Buyers will be responsible for all shipping arrangements and for any disconnects to the equipment. Auctioneer recommends that the forklift be used to assist with loading certain items during the removal. We anticipate all of the small items will be removed by June 28th at 12PM. Certain items such as the machine shop & metal fab equipment will require the buyer to schedule a rigger. Other items like the portable restroom and office trailers will require some disconnecting prior to removal. Seller shall provide access beyond June 28th for removal of this equipment. Auctioneer will assist the buyers of these items in scheduling additional time with the seller to remove the items.

Bidspotter Event Fee: \$500. Bidspotter assesses the seller a \$500 event fee to post the Timed Online Auction to its online bidding platform.

TOTAL ESTIMATED AUCTION EXPENSES: \$8,015 (To be deducted from the proceeds of sale, no upfront monies required.)

Auctioneer's Duties:

Inspect & Photograph Assets – A Keenan employee will physically inspect, identify, and verify assets for documentation, advertising, and sales purposes.

Newspaper & Internet – A marketing campaign, which utilizes newsprint, trade guide, website postings, social media and email blasts are designed to target buyers and dealers. Keenan personnel will handle placement of all media.

Personal Property Set-Up – Keenan personnel will organize the assets in a strategic selling order. Once the selling order has been determined, each item is tagged, cataloged and photographed for inclusion in the online catalog.

Conduct Preview – The Auctioneer will conduct a preview of the assets on Friday, June 16, 2023 from 10AM-12PM.

Auction Registration – Online bidders will be required to register and acknowledge acceptance of the Terms and Conditions of Sale.

Collect Payment – Our accounting staff will contact each winning bidder and collect payment at the conclusion of the timed online auction. Buyers will be provided a Keenan Auction Company Bill of Sale.

Sales Tax – The Keenan Auction Company will collect and pay the State of Maine sales tax for our client. Buyers wishing to use their Tax Exemption Certificates to avoid paying sales tax may do so with current Certificates placed on file with Keenan Auction Company.

Auctioneer's Duties Continued:

Motor Vehicle Paperwork – If any vehicles or trailers are to be sold, auctioneer will complete with the buyer, the necessary State of Maine motor vehicle paperwork. Auctioneer has the proper dealer sales license to sell motor vehicles at public auction.

Auction Settlement – A final accounting along with the net proceeds and expense documentation will be provided to client (10) ten business days from the auction end date. Net personal property proceeds will be paid to the seller by a Keenan Auction Company check.

Seller Duties:

- Sign and return copy of auction agreement to auctioneer.
- Provide Clear title to sell assets free and clear of liens and encumbrances, titles to vehicles if necessary.
- Provide access to property for set-up, preview, and during removal.

Suggested Terms for advertising: Visa/MC, Wire Transfer. All items sold for immediate removal. 17% Buyer's Premium. For more information visit our web site at www.keenanauction.com or contact Auctioneer's office at (207) 885-5100 and request Auction 23-71. Our 51st year & 8,5xxth auction. Richard J. Keenan ME License # 236.

Mortgage, Liens or Encumbrances:

Please indicate below by the "X" if any of the assets in the auction have mortgages, liens or encumbrances. If none, please write "None". **X** _____

Thank you for the opportunity to present our proposal. If it is satisfactory, kindly acknowledge below and return a copy for our files.

Sincerely,



Steven P. Keenan, CAI, GPPA
Maine Auctioneer's License # 1037
Enc.

ACKNOWLEDGEMENT

PROPOSAL SEEN AND AGREED TO:

Signed: _____
Print:
Its:

Date: _____

MEDIA	INSERTIONS	ESTIMATED
NEWSPRINT		
Maine		
Maine Sunday Telegram Coverage: Statewide Ad Size: 2col x 2"	Sunday, June 11, 2023 (Auction Section)	182.00
Bangor Daily News Coverage: Northern & Downeast ME Ad Size: 2col x 2"	Saturday, June 10, 2023 (Auction Section)	153.00
Lewiston Sun Journal Coverage: Androscoggin, Franklin & Oxford Counties. Ad Size: 2col x 2"	Saturday, June 10, 2023 (Retail Section) Saturday, June 17, 2023 (Retail Section)	98.00 98.00
Upcoming Auctions Calendar Calendar alternating between The Bangor Daily and Maine Sunday newspapers.	Weekly insertion until sale. (Auction Section) (Line ad listing)	168.00
New Hampshire		
Manchester Union Leader Coverage: New Hampshire Ad Size: 2col x 2"	Thursday, June 08, 2023 (Auction Section)	104.00
Massachusetts		
Boston Sunday Globe Coverage: New England Ad Size: 1col x 4"	Sunday, June 11, 2023 (Auction Section)	591.00
TRADE GUIDES & MAGAZINES		
Uncle Henry's Swap-it, Sell-it Guide Coverage: Maine Ad Size: ¼-page ad	Thursday, June 08, 2023	109.00
INTERNET WEBSITE & EMAIL ADVERTISING		
~ Keenanauction.com Auctioneer will post the auction to its website at Keenanauction.com. Website experiences high Internet traffic counts for Maine auctions and averages over 35,000 hits monthly.		400.00
~ Bidspotter.com Auctioneer will post the auction catalog on the online bidding site as soon as the assets have been cataloged. Bidspotter's web-site experiences thousands of visits per day.		
~ Craigslist.com Auctioneer will post auction notification on Craigslist Maine.		
~ Facebook.com Auctioneer will post auction notification on our company Facebook page.		
~ AuctionLook.com The auction will be posted to 30+ auction websites nationally.		
~ GoToAuction.com Auctioneer will post auction notification on GoToAuction.com, a national posting site.		
~ Estatesale.com Auctioneer will post auction notification on EstateSale.com, a national posting site.		
~ MaineAuctioneers.org Auctioneer will post the auction at MaineAuctioneers.org Upcoming auction calendar, a part of the Maine Auctioneer's Association website.		
~ Email Blast, Keenan Auction Company Auction notification email sent to 20,500+ emails on Keenan Auction Company's in-house email notification list.		
PREVIEW		
(2) Auctioneers will conduct an advertised preview on Friday, June 16, 2023 from 10AM-12PM. A detailed catalog along with terms and conditions of sale will be provided to attendees		400.00
TOTAL ESTIMATED ADVERTISING EXPENSES		\$ 2,303.00*

(*To be deducted from auction proceeds)

Auburn/
Lewiston
KLEW

Auburn/Lewiston
Municipal
Airport

Airport Mgr
Jonathan LaBonté

Level I

GCA Begin Date:
GCA Ordering Period Expiration:
GCA Expiration:

7/1/2018
7/1/2022
6/30/2023

McFarland
Johnson
Laura Canham
AMPU

Hoyle
Tanner
Suzy Sheppard

Gale
Associates
Nik Ippolito
Matt Caron
Adam Cutler

10-31-2022

WIN	Year	Carry Over	Annual Contributions	Available Funds	Project Description	Total Project Costs	AIP and BIL Funds Used	State Share	Sponsor Share	Funds Remaining	Project funds Needed	
	2022 AIP	\$0	\$150,000	\$150,000	Save	\$0	\$0	\$0	\$0	\$150,000	\$0	
	2022 BIL	\$0	\$295,000	\$295,000	save	\$0	\$0	\$0	\$0	\$295,000	\$0	
w	18684.05	2023 AIP	\$150,000	\$150,000	\$300,000	Master Plan Update and Obstruction Analysis	\$435,000	\$300,000	\$16,667	\$16,667	\$0	\$101,667
w		2023 BIL	\$295,000	\$292,000	\$587,000	Save			\$0	\$0	\$587,000	\$0
x		2023 CDS	-	-	\$1,600,000	Hangar Building	\$1,760,000	\$0	\$80,000	\$80,000		\$1,600,000
w		2024 AIP	\$0	\$150,000	\$150,000	Save			\$0	\$0	\$150,000	\$0
w		2024 BIL	\$587,000	\$295,000	\$882,000	Site work for Hangar Development	\$600,000	\$522,000	\$29,000	\$29,000	\$360,000	\$0
w	18684.06	2025 AIP	\$150,000	\$150,000	\$300,000	4-22 RW Pavement Maintenance - Crack Seal	\$166,667	\$150,000	\$8,333	\$8,333	\$150,000	\$0
w		2025 AIP			\$150,000	Preliminary Design & Permit SRE Building	\$166,667	\$150,000	\$8,333	\$8,333	\$0	\$0
w	18684.13	2025 BIL	\$360,000	\$295,000	\$655,000	4-22 RW Pavement Maintenance - Pavement Markings	\$400,000	\$360,000	\$20,000	\$20,000	\$295,000	\$0
	2026 AIP	\$0	\$150,000	\$150,000	Pavement Maintenance	\$166,667	\$150,000	\$8,333	\$8,333	\$0	\$0	
	2026 BIL	\$295,000	\$295,000	\$590,000	SRE Building - Final Design & Construct	\$3,000,000	\$590,000	\$150,000	\$150,000	\$0	\$2,110,000	
	2027 AIP	\$0	\$150,000	\$150,000	Save	\$0	\$0	\$0	\$0	\$0	\$0	
	2028 AIP	\$0	\$150,000	\$150,000	Save	\$0	\$0	\$0	\$0	\$150,000	\$0	
	18684.10	2029 AIP	\$150,000	\$150,000	\$300,000	Design & Permit Airfield Wildlife Fence	\$166,667	\$150,000	\$8,333	\$8,333	\$150,000	\$0
	18684.11	2030 AIP	\$150,000	\$150,000	\$300,000	Construct Airfield Wildlife Fence	\$333,333	\$300,000	\$16,667	\$16,667	\$0	\$0
	2031 AIP	\$0	\$150,000	\$150,000	Acquire SRE		\$0	\$0	\$0	\$150,000	\$0	

Notes:

Need to do consultant selection for Obstruction Analysis
 AMP needs to look at history of tree clearing projects on R-22
 Possibly install wildlife skirting on fence instead of replacing fence.
 2022 = 42 based aircraft
 At end of MPU - needs a new RFQ

**AUBURN-LEWISTON AIRPORT
BOARD OF DIRECTORS MEETING MINUTES
4/12/2023**

BOARD PRESENT: Bob McCarthy, Marc Blais, Tracy Roy, Jonathan LaBonte, Kirk Nadeau, and Larry Allen

Quorum met and business meeting called to order at 7:06 pm.

ON MOTION BY BOB MCCARTHY SECOND BY MR. BLAIS, IT WAS VOTED TO ACCEPT THE MINUTES OF MARCH 8, 2023 (VOTE 6-0)

ON A MOTION BY BOB MCCARTHY AND SECOND BY TRACY ROY, IT WAS MOVED TO ACCEPT THE MINUTES OF MARCH 29, 2023. ON A MOTION BY KIRK NADEAU AND A SECOND BY BOB MCCARTHY, IT WAS MOVED TO AMEND THE MINUTES TO REFLECT KIRK NADEAU'S ATTENDANCE AND TO INCLUDE THAT THE BOARD VOTED 6-0 (ON A MOTION BY KIRK NADEAU AND SECOND BY BOB MCCARTHY) TO AUTHORIZE THE BOARD CHAIR TO ACT ON ALL INTERNAL AND EXTERNAL TRANSACTIONS AUTHORIZED FOR ACTION BY THE AIRPORT MANAGER. AMENDMENT AND FINAL MOTION PASSED 6-0

New Business

1. Authorizing the Board Chair to negotiate and execute a short-term, market rate, non-aeronautical lease for up to 2 acres on Flight Line Drive (Tax Map 131 Lot 007) to Sargent Corporation as a laydown space **(MOTION TO APPROVE BY BOB MCCARTHY AND SECOND BY MARC BLAIS, VOTE 6-0)**
2. Authorizing the Board Chair to negotiate a short-term, market rate, non-aeronautical lease for up to 2 acres on Flight Line Drive (Tax Map 131 Lot 007) to UPS for a gravel employee parking lot **(MOTION BY MARC BLAIS AND SECOND BY TRACY ROY, VOTE 5-0-1 WITH MARC BLAIS ABSTAINING)**
3. Authorizing the Board Chair to negotiate an amendment to an existing, market rate, non-aeronautical lease on Lewiston Junction Road (Tax Map 155 Lot 004) to Power and Construction Group for a utility laydown area, to include necessary language to meet FAR Part 77 restrictions and reimbursement of any consulting fees for submitting a Form 7460 **(MOTION BY MARC BLAIS AND SECOND BY BOB MCCARTHY, VOTE 5-1 WITH KIRK NADEAU IN OPPOSITION)**

MEETING ADJOURNED AT 7:50 PM

YEAR-TO-DATE BUDGET REPORT

FOR 2023 13							
ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED			AVAILABLE	PCT
9000 Airport Operations	APPROP	ADJSTMTS	BUDGET	YTD ACTUAL	ENCUMBRANCES	BUDGET	USE/COL
9000 Airport Operations							
9000 420035 Fees - Fuel Flowage	-20,000	0	-20,000	-8,437.79	.00	-11,562.21	42.2%*
9000 420040 Fees - Landings	-30,000	0	-30,000	-22,677.91	.00	-7,322.09	75.6%*
9000 429005 Christian Hill Mate	-97,500	0	-97,500	-51,391.97	.00	-46,108.03	52.7%*
9000 429025 Rental Fees	-248,290	0	-248,290	-150,652.40	.00	-97,637.60	60.7%*
TOTAL NO PROJECT	-395,790	0	-395,790	-233,160.07	.00	-162,629.93	58.9%
TOTAL Airport Operations	-395,790	0	-395,790	-233,160.07	.00	-162,629.93	58.9%
9001 Airport Personnel							
9001 611000 Regular Salaries	305,107	0	305,107	257,685.83	.00	47,421.17	84.5%
9001 613000 Overtime	4,000	0	4,000	2,513.24	.00	1,486.76	62.8%
9001 617020 Fringe Benefits	132,902	0	132,902	103,429.33	.00	29,472.67	77.8%
9001 617030 Professional Develo	14,755	0	14,755	1,873.09	.00	12,881.91	12.7%
TOTAL NO PROJECT	456,764	0	456,764	365,501.49	.00	91,262.51	80.0%
TOTAL Airport Personnel	456,764	0	456,764	365,501.49	.00	91,262.51	80.0%
9002 Airport Operations							
9002 628000 Contract Services	2,000	0	2,000	10,491.00	.00	-8,491.00	524.6%*
9002 633030 Fuels and Oil for v	12,700	0	12,700	18,174.62	.00	-5,474.62	143.1%*
9002 633040 Snow and Ice Contro	30,988	0	30,988	17,385.00	.00	13,603.00	56.1%
9002 641100 Utilities	33,425	0	33,425	39,231.43	.00	-5,806.43	117.4%*
TOTAL NO PROJECT	79,113	0	79,113	85,282.05	.00	-6,169.05	107.8%
TOTAL Airport Operations	79,113	0	79,113	85,282.05	.00	-6,169.05	107.8%
9003 Airport Maintenance							
9003 628019 Building Maintenan	36,800	0	36,800	46,298.78	.00	-9,498.78	125.8%*

YEAR-TO-DATE BUDGET REPORT

FOR 2023 13

ACCOUNTS FOR:	ORIGINAL APPROP	TRANFRS/ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
9000 Airport Operations							
9003 628020 Vehicle Maintenance	20,875	0	20,875	21,040.88	.00	-165.88	100.8%*
9003 628021 Radio Maintenance	3,050	0	3,050	.00	.00	3,050.00	.0%
9003 628038 Electrical Maintena	5,000	0	5,000	7,534.65	.00	-2,534.65	150.7%*
9003 628039 Airfield Maintenanc	26,710	5,405	32,115	16,847.93	5,405.35	9,862.07	69.3%
9003 633041 Computer/Office Mac	20,000	0	20,000	18,960.74	.00	1,039.26	94.8%
9003 633042 Pavement Maintenanc	7,298	0	7,298	.00	.00	7,298.00	.0%
TOTAL NO PROJECT	119,733	5,405	125,138	110,682.98	5,405.35	9,050.02	92.8%
TOTAL Airport Maintenance	119,733	5,405	125,138	110,682.98	5,405.35	9,050.02	92.8%
9004 Airport Administration							
9004 620000 Advertising and Pr	12,500	2,565	15,065	8,355.88	5,237.75	1,471.62	90.2%
9004 628000 Professional Servic	15,000	0	15,000	25,329.82	.00	-10,329.82	168.9%*
9004 628016 Legal Services	15,000	0	15,000	25,412.54	.00	-10,412.54	169.4%*
9004 628041 Hangar Lease	115,000	0	115,000	.00	.00	115,000.00	.0%
9004 633000 Office Supplies	4,600	0	4,600	4,155.72	.00	444.28	90.3%
9004 640000 Telephone and Inter	6,260	0	6,260	2,992.17	.00	3,267.83	47.8%
9004 645000 Insurance Premiums	41,486	0	41,486	31,013.63	.00	10,472.37	74.8%
TOTAL NO PROJECT	209,846	2,565	212,411	97,259.76	5,237.75	109,913.74	48.3%
TOTAL Airport Administration	209,846	2,565	212,411	97,259.76	5,237.75	109,913.74	48.3%
9005 Airport Other Income							
9005 401600 Municipal Subsidy	-410,000	0	-410,000	-410,000.00	.00	.00	100.0%
9005 402003 Tax Sharing Revenue	-28,000	0	-28,000	.00	.00	-28,000.00	.0%*
9005 420063 Service Fees	-1,500	0	-1,500	-417.00	.00	-1,083.00	27.8%*
9005 422000 Investment Income	-1,100	0	-1,100	-2,229.20	.00	1,129.20	202.7%
9005 429013 Sale of Assets	-45,000	0	-45,000	-49,169.56	.00	4,169.56	109.3%
9005 429019 FLIGHT SIMULATOR	-7,000	0	-7,000	-192.00	.00	-6,808.00	2.7%*
TOTAL NO PROJECT	-492,600	0	-492,600	-462,007.76	.00	-30,592.24	93.8%
TOTAL Airport Other Income	-492,600	0	-492,600	-462,007.76	.00	-30,592.24	93.8%
9010 Airport-FBO							
9010 420035 Fees - Fuel and Oi	-1,066,000	0	-1,066,000	-570,277.15	.00	-495,722.85	53.5%*

YEAR-TO-DATE BUDGET REPORT

FOR 2023 13							
ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED			AVAILABLE	PCT
9000 Airport Operations	APPROP	ADJSTMTS	BUDGET	YTD ACTUAL	ENCUMBRANCES	BUDGET	USE/COL
9010 420051 Fees - Tie Down/Han	-35,000	0	-35,000	-43,293.99	.00	8,293.99	123.7%
9010 420059 Fees-Catering	-2,500	0	-2,500	-1,000.05	.00	-1,499.95	40.0%*
9010 420060 After Hour Call Out	-6,000	0	-6,000	-11,005.00	.00	5,005.00	183.4%
9010 420061 Aircraft Maintenanc	-6,475	0	-6,475	-2,218.93	.00	-4,256.07	34.3%*
9010 420064 Rental Car	0	0	0	-1,875.38	.00	1,875.38	100.0%
TOTAL NO PROJECT	-1,115,975	0	-1,115,975	-629,670.50	.00	-486,304.50	56.4%
TOTAL Airport-FBO	-1,115,975	0	-1,115,975	-629,670.50	.00	-486,304.50	56.4%
9015 Services (FBO) Expenses							
9015 611000 Regular Salaries	232,398	0	232,398	178,306.59	.00	54,091.41	76.7%
9015 613000 Overtime	4,000	0	4,000	6,245.08	.00	-2,245.08	156.1%*
9015 617020 Fringe Benefits	148,133	0	148,133	33,884.99	.00	114,248.01	22.9%
9015 620000 Advertising	6,000	2,565	8,565	17.85	2,565.24	5,982.15	30.2%
9015 628000 Professional	15,700	0	15,700	149.84	.00	15,550.16	1.0%
9015 628021 Plant Equipment	2,065	5,773	7,838	7,905.10	5,773.10	-5,840.10	174.5%*
9015 628044 Ground Support Equi	22,400	3,116	25,516	25,930.77	3,115.68	-3,530.77	113.8%*
9015 633030 Fuels & Oils	691,201	5,924	697,125	457,502.67	124,004.48	115,617.60	83.4%
9015 633045 Supplies Aircraft M	849	0	849	149.25	.00	699.75	17.6%
9015 641100 Utilities	16,163	0	16,163	13,708.37	.00	2,454.63	84.8%
TOTAL NO PROJECT	1,138,909	17,378	1,156,287	723,800.51	135,458.50	297,027.76	74.3%
TOTAL Services (FBO) Expenses	1,138,909	17,378	1,156,287	723,800.51	135,458.50	297,027.76	74.3%
TOTAL Airport Operations	0	25,348	25,348	57,688.46	146,101.60	-178,441.69	804.0%
TOTAL REVENUES	-2,004,365	0	-2,004,365	-1,324,838.33	.00	-679,526.67	
TOTAL EXPENSES	2,004,365	25,348	2,029,713	1,382,526.79	146,101.60	501,084.98	

YEAR-TO-DATE BUDGET REPORT

FOR 2023 13								
ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED			AVAILABLE	PCT	
9020 Airport Capital Projects Fund	APPROP	ADJSTMTS	BUDGET	YTD ACTUAL	ENCUMBRANCES	BUDGET	USE/COL	
9020 Airport Capital Projects								
9020 440012 GSE-GPU	0	0	0	-3,375.00	.00	3,375.00	100.0%	
TOTAL NO PROJECT	0	0	0	-3,375.00	.00	3,375.00	100.0%	
L18 L18-FUEL FARM								
9020 650000 L18 Capital- Fuel F	0	332	332	.00	331.62	.00	100.0%	
TOTAL L18-FUEL FARM	0	332	332	.00	331.62	.00	100.0%	
L20 RECONSTRUCT FBO RAMP-TANK REMOVAL								
9020 650000 L20 RECONSTRUCT FBO	0	0	0	2,500.00	.00	-2,500.00	100.0%*	
TOTAL RECONSTRUCT FBO RAMP-TANK REMO	0	0	0	2,500.00	.00	-2,500.00	100.0%	
L22 L22-LOADER AND PUSHER								
9020 440000 L22 Local Airport Pr	0	0	0	-285,248.00	.00	285,248.00	100.0%	
9020 650000 L22 LOADER AND PUSHE	0	283,248	283,248	284,504.17	.00	-1,256.17	100.4%*	
TOTAL L22-LOADER AND PUSHER	0	283,248	283,248	-743.83	.00	283,991.83	-.3%	
PR022 Terminal Ramp Project								
9020 650000 PR022 Terminal Ramp	0	13,341	13,341	.00	13,341.32	.00	100.0%	
TOTAL Terminal Ramp Project	0	13,341	13,341	.00	13,341.32	.00	100.0%	
PR023 Taxiway B Reconstruction								
9020 650000 PR023 Taxiway B Reco	0	47,620	47,620	.00	47,620.07	.00	100.0%	

YEAR-TO-DATE BUDGET REPORT

FOR 2023 13								
ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED			AVAILABLE	PCT	
9020 Airport Capital Projects Fund	APPROP	ADJSTMNTS	BUDGET	YTD	ACTUAL	BUDGET	USE/COL	
				ENCUMBRANCES				
TOTAL Taxiway B Reconstruction	0	47,620	47,620	.00	47,620.07	.00	100.0%	
PR024 PR024-Runway Design								
9020 650000 PR024 Runway Design	0	5,517	5,517	.00	5,516.89	.00	100.0%	
TOTAL PR024-Runway Design	0	5,517	5,517	.00	5,516.89	.00	100.0%	
PR026 PR026-RUNWAY REHAB								
9020 440000 PR026 Local Airport	0	0	0	-44,029.71	.00	44,029.71	100.0%	
9020 650000 PR026 Capital-RUNWAY	0	194,268	194,268	17,609.60	176,658.23	.00	100.0%	
TOTAL PR026-RUNWAY REHAB	0	194,268	194,268	-26,420.11	176,658.23	44,029.71	77.3%	
PR028 RECONSTRUCT 17/35 TAXI B & J								
9020 440000 PR028 RECONSTRUCT-TA	0	0	0	-14,702.37	.00	14,702.37	100.0%	
9020 650000 PR028 Capital-Recons	0	198,380	198,380	65,545.56	132,834.15	.00	100.0%	
TOTAL RECONSTRUCT 17/35 TAXI B & J	0	198,380	198,380	50,843.19	132,834.15	14,702.37	92.6%	
PR031 ACQUIRE LAND FOSTER ROAD								
9020 440000 PR031 ACQUIRE LAND F	0	0	0	-55,697.25	.00	55,697.25	100.0%	
TOTAL ACQUIRE LAND FOSTER ROAD	0	0	0	-55,697.25	.00	55,697.25	100.0%	
PR032 RAMP EAST APRON								
9020 440000 PR032 RAMP EAST APRO	0	0	0	-1,232,671.75	.00	1,232,671.75	100.0%	
TOTAL RAMP EAST APRON	0	0	0	-1,232,671.75	.00	1,232,671.75	100.0%	
PR034 PR034-AIRPORT MASTER PLAN								

YEAR-TO-DATE BUDGET REPORT

FOR 2023 13									
ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED				AVAILABLE	PCT	
9020 Airport Capital Projects Fund	APPROP	ADJSTMTS	BUDGET	YTD	ACTUAL	ENCUMBRANCES	BUDGET	USE/COL	
9020 650000 PRO34 CAPITAL-AIRPOR	0	0	0	2,000.00		.00	-2,000.00	100.0%*	
TOTAL PRO34-AIRPORT MASTER PLAN	0	0	0	2,000.00		.00	-2,000.00	100.0%	
PRO32 EAST APRON									
9020 650000 PRO32 EAST APRON	0	0	0	1,523,805.40		384,627.37	-1,908,432.77	100.0%*	
TOTAL EAST APRON	0	0	0	1,523,805.40		384,627.37	-1,908,432.77	100.0%	
REA HTA ENGINEERING SERVICES E APRON									
9020 650000 REA EAST APRON	0	94,938	94,938	68,921.42		32,189.49	-6,172.87	106.5%*	
TOTAL HTA ENGINEERING SERVICES E APR	0	94,938	94,938	68,921.42		32,189.49	-6,172.87	106.5%	
TOTAL Airport Capital Projects	0	837,643	837,643	329,162.07		793,119.14	-284,637.73	134.0%	
TOTAL Airport Capital Projects Fund	0	837,643	837,643	329,162.07		793,119.14	-284,637.73	134.0%	
TOTAL REVENUES	0	0	0	-1,635,724.08		.00	1,635,724.08		
TOTAL EXPENSES	0	837,643	837,643	1,964,886.15		793,119.14	-1,920,361.81		

YEAR-TO-DATE BUDGET REPORT

FOR 2023 13

ACCOUNTS FOR:	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
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9030 Airport Land Fund

9030 659070 Airport Land	0	7,000	7,000	.00	7,000.00	.00	100.0%
TOTAL NO PROJECT	0	7,000	7,000	.00	7,000.00	.00	100.0%
TOTAL Airport Land Fund	0	7,000	7,000	.00	7,000.00	.00	100.0%

90306022 Airport Investment Income

90306022 422002 Investment Inco	0	0	0	-798.49	.00	798.49	100.0%
TOTAL Airport Investment Income	0	0	0	-798.49	.00	798.49	100.0%
TOTAL Airport Land Fund	0	7,000	7,000	-798.49	7,000.00	798.49	88.6%
TOTAL REVENUES	0	0	0	-798.49	.00	798.49	
TOTAL EXPENSES	0	7,000	7,000	.00	7,000.00	.00	

YEAR-TO-DATE BUDGET REPORT

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
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GRAND TOTAL	0	869,992	869,992	386,052.04	946,220.74	-462,280.93	153.1%
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** END OF REPORT - Generated by Gina Klemanski **

BALANCE SHEET FOR 2023 10

FUND: 9000 Airport Operations			NET CHANGE FOR PERIOD	ACCOUNT BALANCE
ASSETS				
9000	011010	Airport Checking	9,359.69	94,207.23
9000	011030	Cash-Petty Cash	.00	700.00
9000	011140	Interest Receivable	.00	.01
9000	011530	Accounts Receivable	-51,250.00	200.00
9000	011545	Lease Receivable	.00	3,028,598.23
9000	011810	Prepaid Expenses	-281.88	-281.88
9000	011900	INVENTORY FOR RESALE	.00	88,568.46
9000	012110	Land	.00	1,717,208.27
9000	012111	Land Improvements	.00	18,381,864.81
9000	012112	Construction In Progress	.00	8,782,874.81
9000	012310	Buildings & Bldg Improvements	.00	4,458,442.82
9000	012410	Machinery & Equipment	.00	1,514,774.52
9000	012900	Accumulated Depreciation	.00	-17,154,817.76
9000	013000	DEF OUTFLOW-NET PENSION	.00	35,342.94
9000	016000	DUE TO / DUE FROM	6,634.18	-12,600,814.38
TOTAL ASSETS			-35,538.01	8,346,868.08
LIABILITIES				
9000	024210	Accounts Payable	-1,111.64	-95,544.80
9000	024230	Loan Payable-City of Auburn	.00	-599,531.67
9000	024231	Loan Payable-City of Lewiston	.00	-599,531.67
9000	024611	Compensated Absences	.00	-33,068.58
9000	024730	ICMA Deferred Comp-City	.00	-495.00
9000	024734	ME State Retirement	-2,702.84	-7,509.84
9000	024741	ICMA MP-City	-256.76	-898.66
9000	024742	ICMA-Airport	-832.52	-1,594.43
9000	024758	MMA Health Ins-Airport	83.94	8,760.06
9000	024763	AFLAC	.00	-237.33
9000	024765	Dental	-.03	651.52
9000	024772	Flex Spending-Airport	68.65	-274.60
9000	024773	Vision	-.06	146.00
9000	024829	DUE TO STATE - SALES TAX	-2.07	-162.76
9000	025000	DEF INFLOW NET PENSION	.00	-89,512.00
9000	026000	NET PENSION LIABILITY	.00	5,927.00
9000	029000	Deferred Inflow - Leases	.00	-2,965,603.87
TOTAL LIABILITIES			-4,753.33	-4,378,480.63
FUND BALANCE				
9000	037000	Ctrl Total - Encumbrances	.00	146,101.60
9000	037100	FB ASSIGNED CITY	.00	-1,836,398.00
9000	037104	FB UNASSIGNED	.00	-2,222,423.62
9000	037201	CTRL TOTAL-BUD FB DESIGNATED	.00	-146,101.60
9000	037301	Ctrl Total - Bud FB Undesignat	.00	25,348.37
9000	047000	Ctrl Total - Revenues	-50,371.56	-1,269,636.87
9000	047001	CONTROL - ESTIMATED REVENUE	.00	2,004,365.00
9000	057000	CTRL TOTAL-EXPENDITURES	90,662.90	1,360,071.04
9000	057001	CTRL TOTAL-APPROPRIATIONS	.00	-2,029,713.37

BALANCE SHEET FOR 2023 10

FUND: 9000 Airport Operations		NET CHANGE FOR PERIOD	ACCOUNT BALANCE
FUND BALANCE			
	TOTAL FUND BALANCE	40,291.34	-3,968,387.45
	TOTAL LIABILITIES + FUND BALANCE	35,538.01	-8,346,868.08

BALANCE SHEET FOR 2023 10

FUND: 9020 Airport Capital Projects Fund			NET CHANGE FOR PERIOD	ACCOUNT BALANCE
ASSETS				
9020	011530	Accounts Receivable	.00	756,092.93
9020	016000	Due to/from Other Funds	-6,634.18	12,538,368.29
	TOTAL ASSETS		-6,634.18	13,294,461.22
FUND BALANCE				
9020	037000	Ctrl Total - Encumbrances	-4,709.18	793,119.14
9020	037104	FB-UNASSIGNED-CTY	.00	-13,623,698.29
9020	037201	Ctrl Total - Bud FB Designated	4,709.18	-793,119.14
9020	037301	Ctrl Total - Bud FB Undesignat	.00	837,643.48
9020	047000	Ctrl Total - Revenues	-75.00	-1,635,649.08
9020	057000	Ctrl Total - Expenditures	6,709.18	1,964,886.15
9020	057001	Ctrl Total - Appropriations	.00	-837,643.48
	TOTAL FUND BALANCE		6,634.18	-13,294,461.22
TOTAL LIABILITIES + FUND BALANCE			6,634.18	-13,294,461.22

BALANCE SHEET FOR 2023 10

FUND: 9030 Airport Land Fund			NET CHANGE FOR PERIOD	ACCOUNT BALANCE
ASSETS				
9030	011111	Investments-MM-Airpark	.00	70,937.93
9030	011113	Investments-MILESTONES CD	.00	106,561.22
9030	016000	Due to/from Other Funds	.00	51,446.09
TOTAL ASSETS			.00	228,945.24
FUND BALANCE				
9030	037000	Ctrl Total - Encumbrances	.00	7,000.00
9030	037104	FB-UNASSIGNED-CTY	.00	-228,146.75
9030	037201	Ctrl Total - Bud FB Designated	.00	-7,000.00
9030	037301	Ctrl Total - Bud FB Undesignat	.00	7,000.00
9030	047000	Ctrl Total - Revenues	.00	-798.49
9030	057001	Ctrl Total - Appropriations	.00	-7,000.00
TOTAL FUND BALANCE			.00	-228,945.24
TOTAL LIABILITIES + FUND BALANCE			.00	-228,945.24

** END OF REPORT - Generated by Gina Klemanski **

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:

03/27/2023

4. Applicant Identifier:

LEW

5a. Federal Entity Identifier:

3-23-0002-XXX-2023

*5b. Federal Award Identifier:

State Use Only:

6. Date Received by State:

7. State Application Identifier:

8. APPLICANT INFORMATION:

*a. Legal Name: Cities of Auburn and Lewiston

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

01-0365409

*c. UEI:

S874FTDCHZE7

d. Address:

*Street 1: 80 Airport Drive

Street 2:

*City: Auburn

County/Parish: Androscoggin

*State: Province: ME

*Country: USA

*Zip / Postal Code 04210

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: Jonathan

Middle Name: P.

*Last Name: LaBonte

Suffix:

Title: Chair, Board of Directors

Organizational Affiliation:

Cities of Auburn and Lewiston, Maine

*Telephone Number: (207) 786-0631

Fax Number:

*Email: j.labonte@auburnmaine.gov

Application for Federal Assistance SF-424

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

C: City or Township 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:

Entitlement

13. Competition Identification Number:

Title:

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

City of Auburn, Androscoggin County, Maine

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

Airport Master Plan Update

Attach supporting documents as specified in agency instructions.

Application for Federal Assistance SF-424**16. Congressional Districts Of:**

*a. Applicant: ME-01

*b. Program/Project: ME-01

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

17. Proposed Project:

*a. Start Date: 09/01/2023

*b. End Date: 08/31/2025

18. Estimated Funding (\$):

*a. Federal	393,300.00
*b. Applicant	21,850.00
*c. State	21,850.00
*d. Local	0.00
*e. Other	0.00
*f. Program Income	0.00
*g. TOTAL	437,000.00

***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: Jonathan
Middle Name: P.
*Last Name: LaBonte
Suffix:

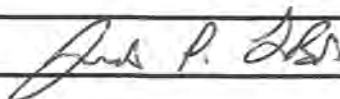
*Title: Chair, Board of Directors

*Telephone Number: (207) 786-0631

Fax Number:

* Email: j.labonte@auburnmaine.gov

*Signature of Authorized Representative:



*Date Signed: 5/3/23

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	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Does Sponsor maintain an active registration in the System for Award Management (www.SAM.gov)?	
Item 2	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
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?	
Item 3	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A
Are there any foreseeable events that would delay completion of the project? If yes, provide attachment to this form that lists the events.	
Item 4	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A
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: _____	
Item 5	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A
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>	

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	\$ 393,300	\$ 43,700	\$ 437,000
2.		0	0	0
3. TOTALS		\$ 393,300	\$ 43,700	\$ 437,000

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	435,000	0	0	0	435,000
c. Environmental Planning	0	0	0	0	0
d. Noise Compatibility Planning	0	0	0	0	0
e. Subtotal	437,000	0	0	0	437,000
f. Program Income	0	0	0	0	0
g. TOTALS (line e minus line f)	\$ 437,000	\$ 0	\$ 0	\$ 0	\$ 437,000

Section C – Non-Federal Resources

Grant Program (a)	Applicant (b)	State (c)	Other Sources (d)	Total (e)
5.	\$ 21,850	\$ 21,850	\$ 0	\$ 43,700
6.	0	0	0	0
7. TOTALS	\$ 21,850	\$ 21,850	\$ 0	\$ 43,700

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	\$ 393,300	\$ 16,387	\$ 196,650	\$ 180,263	\$ 0
9. Non-Federal	43,700	1,821	21,850	20,029	0
10. TOTAL	\$ 437,000	\$ 18,208	\$ 218,500	\$ 200,292	\$ 0

Section E – Other Budget Information

<p>11. Other Remarks: (attach sheets if necessary)</p> <p>I hereby certify that the Exhibit A Property Map dated April 2016, and attached to this Grant Application for AIP 3-23-0002-XXX-2023 reflects, to the best of my knowledge, the current information as of this date.</p>
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Part IV - Program Narrative

(Suggested Format)

PROJECT: Airport Master Plan Update
AIRPORT: Auburn-Lewiston Municipal Airport
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 Master Plan Update

Airport: Auburn-Lewiston Municipal Airport (LEW) – Auburn/Lewiston, ME

Date: April 24, 2023

1. Objective:

LEW Master Plan goal is to assure that the airport and its environs are safe and efficient as well as to evaluate the needs of the airport users and the aviation needs of surrounding communities. Initial tasks of the project will be to acquire aerial mapping for development of the Master Plan and Airport Layout Plan (ALP). The project will contain the aviation activity forecast, environmental overview, facility requirements, alternatives analysis, financial and implementation plan, the ALP Sheet Set, and an updated DBE Plan.

The specific objectives to be accomplished under the Master Plan include:

- Assessing the need for additional hangar space
- Assessing the location for an FBO customer service facility
- Reviewing of the appropriate length of Runway 4-22
- Assessing available land for aeronautical and non-aeronautical development
- Identifying considerations for Airport electrification
- Exploring intermodal connections to the Airport
- Assessing the impacts of the realignment of Exit 75 off Route 95 on intermodal/freight access
- Submitting for FAA approval of the resulting aviation forecasts and ALP
- Updating the Airport's Disadvantaged Business Enterprise (DBE) plan and completing uniform reporting for Fiscal Years 2024-2026

The last LEW Master Plan was completed in 2006. Since that project was completed, there have been many changes in the aircraft fleet mix. This Master Plan will forecast future demand and associated facility requirements, identify alternatives to address non-standard conditions and facility needs both with short-term and long-term solutions with the Airport team, FAA, and MaineDOT. Additionally, this master plan will update noise contours that were last created in 2006, when the Canadair Regional Jets were still flying at LEW.

2. Benefits Anticipated:

This project will update the forecasts based on changing industry fleets and changing Auburn/Lewiston fleet mix and document non-standard features on the airport. Airside, terminal, and landside alternatives will lead the discussion on best holistic preferred alternative and associated Airport Layout Plan update. The mapping and noise contours will be updated.

3. Approach:

See approved Scope of Work following this section.

4. Geographic Location:

This project is located at the Auburn-Lewiston Municipal Airport in the Cities of Auburn and Lewiston, Androscoggin County, Maine.

5. Additional Information:

EXHIBIT A CERTIFICATION

I hereby certify that the Exhibit A Property Map dated April 2016, and attached to this Grant Application for AIP 3-23-0002-XXX-2023 reflects, to the best of my knowledge, the current information as of this date.

PROJECT DESCRIPTION

See attached Scope of Work.

COST BREAKDOWN

See attached Project Cost Summary.

PROJECT SCHEDULE

Project Start.....	Month 0
Inventory	Month 3
DBE Plan	Month 4
Forecasts of Aviation Demand	Month 5
Environmental Overview.....	Month 6
Interim Report 1	Month 7
Airfield Mapping.....	Month 7
Auburn-Lewiston Board of Directors Meeting #1	Month 8
Capacity Analysis and Facility Requirements	Month 10
TAC Meeting #1 / Public Meeting #1.....	Month 11
Alternatives	Month 15
FAA Coordination Meeting.....	Month 16
Interim Report 2	Month 17
Auburn-Lewiston Board of Directors Meeting #1	Month 17
TAC Meeting #2 / Public Meeting #2.....	Month 18
Draft Airport Layout Plan	Month 19
Submit Updated ALP to FAA's OEAAA portal	Month 20
Financial and Implementation Plan.....	Month 21
Draft AMP Report.....	Month 22
Final AMP Report.....	Month 24

ENVIRONMENTAL STATUS

This project is Categorically Excluded from NEPA review in accordance with FAA Order 5050.4B and FAA Order 1050.1F, paragraph 5-6.1o.

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

STATEMENT ON DISADVANTAGED BUSINESS

The Auburn-Lewiston Municipal Airport has filed a Disadvantage Business Enterprise (DBE) plan, requesting the use of Race-Neutral (2.67%) and Race-Conscious (0%) procedures for a total of 2.67% in the implementation of the DBE plan for the Auburn-Lewiston Municipal Airport for FFY 2021 through FFY 2023.

The DBE plan is on file at the Auburn-Lewiston Municipal Airport, Auburn/Lewiston, ME.

COORDINATION WITH MaineDOT

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

COORDINATION WITH USF&W, SHPO, AND CZM

This project is a planning project and 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. As a planning project, SHPO does not apply.

6. Sponsor's Representative:

The Sponsor's representative for this project is:

Mr. Jonathan P. LaBonté
Chair, Board of Directors
Auburn-Lewiston Municipal Airport
80 Airport Drive
Auburn, ME 04210
Phone: (207) 333-6601
Email: j.labonte@auburnmaine.gov

PROJECT COST SUMMARY

Project Name: Airport Master Plan Update

Airport: Auburn-Lewiston Municipal Airport

Date: April 24, 2023

Line 4a Administrative Expense

TASK	DESCRIPTION	ELIGIBLE FEE	COMMENTS
	IFE	\$ 2,000.00	Estimate
Line 4a Total:		\$ 2,000.00	

Line 4b Airport Planning

TASK	DESCRIPTION	ELIGIBLE FEE	COMMENTS
1	Study Design & Project Administration	\$ 36,600.00	
2	Airport Mapping & Survey	\$ 87,600.00	
3	Inventory	\$ 26,700.00	
4	Environmental Overview	\$ 70,300.00	
5	Forecasts of Aviation Demand	\$ 19,300.00	
6	Facility Requirements	\$ 31,500.00	
7	Alternatives Analysis	\$ 36,700.00	
8	Financial and Implementation Plan	\$ 22,600.00	
9	ALP Drawing Set	\$ 26,700.00	
10	Deliverables	\$ 23,700.00	
11	Public Participation and Meetings	\$ 44,200.00	
12	DBE Plan Update	\$ 9,100.00	
Line 4b Total:		\$ 435,000.00	

Line 4c Environmental Planning

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

Line 4e Subtotal	Subtotal	\$ 437,000.00	
Line 4f Program Income	Program Income	\$ -	
Line 4g Totals	Total	\$ 437,000.00	
Line 8 - Total for Project	FAA Share (90% of FAA Eligible)	\$ 393,300.00	Entitlement Funds Requested
Line 9 & 5e - Total Non-FAA	Non-FAA Share (10% of FAA Eligible)	\$ 43,700.00	
Line 5b - Applicant	Local Share (5% of FAA Eligible)	\$ 21,850.00	
Line 5c - State Grant	State Share (5% of FAA Eligible)	\$ 21,850.00	

**Cities of Auburn & Lewiston
Auburn-Lewiston Municipal Airport
Auburn Maine**

Scope of Services: Airport Master Plan Update

April 2023

SCOPE OF SERVICES

INTRODUCTION

It is the desire of the Cities of Auburn & Lewiston and the Auburn-Lewiston Municipal Airport (LEW), to evaluate the airport through the preparation of an airport master plan update (AMPU), to assure that the airport and its environs are safe and efficient as well as to evaluate the growing needs of the airport users and the aviation needs of surrounding communities. The initial tasks of the project will be to acquire aerial airport mapping for the development of an Airport Master Plan Update and Airport Layout Plan (ALP). The project will contain the aviation activity forecast, environmental inventory, facility requirements, alternatives analysis, financial and implementation plan, and the ALP Sheet Set. This AMPU will be prepared per the guidance in Federal Aviation Administration (FAA) Advisory Circulars (ACs) 150/5070-6B, *Airport Master Plans*, 150/5300-13B, *Airport Design*, and other applicable state and local guidelines.

Located in Auburn, Maine, the Auburn-Lewiston Municipal Airport serves as an essential air transportation resource for the Lakes & Mountains Region of Maine. LEW is an important transportation node for corporate aviation, emergency transportation, diversions, and recreational aviation.

Responding effectively to changes will require a planning project that can identify needed facilities as local conditions and/or airport users change. The goals of the AMPU include:

- Meeting the aviation needs of citizens and businesses in the airport's service area
- Maintaining safe and efficient airside facilities compliant with airport design standards and FAA and State of Maine Department of Transportation (MaineDOT) guidance
- Identifying opportunities for economic sustainability at the airport as required by grant assurances
- Positioning the airport to be a regional air transportation leader
- Engaging the public through participation in the planning process
- Maintaining planning flexibility for future changes in the aviation industry

The specific objectives to be accomplished under the AMPU include:

- Assessing the need for additional hangar space
- Assessing the location for an FBO customer service facility
- Reviewing of the appropriate length of Runway 4-22
- Assessing available land for aeronautical and non-aeronautical development
- Identifying considerations for Airport electrification
- Exploring intermodal connections to the Airport
- Assessing the impacts of the realignment of Exit 75 off Route 95 on intermodal/freight access

- Submitting for FAA approval of the resulting aviation forecasts and ALP
- Updating the Airport's Disadvantaged Business Enterprise (DBE) plan and completing uniform reporting for Fiscal Years 2024-2026

A comprehensive list of tasks and subtasks is contained within this document and reflects the Airport's objectives for the project. This scope of services in its entirety represents the results of the Master Plan project.

TASK 1.0 – STUDY DESIGN & PROJECT ADMINISTRATION

PURPOSE

To prepare a comprehensive study design that is acceptable to the Airport and is also fully eligible for FAA funding of the AMPU and ALP.

METHODOLOGY

McFarland-Johnson Inc. (CONSULTANT) will coordinate with the Cities of Auburn & Lewiston (SPONSOR) and FAA to prepare a Scope of Services (SOS) for the AMPU and ALP. Careful consideration will be given to the development of an SOS that is consistent with FAA and MaineDOT requirements and is also responsive to the Airport's specific needs concerning potential airport and economic development opportunities.

1.1 Conduct Scoping Meeting

One (1) scoping meeting was held with representatives of LEW, FAA, MaineDOT, and CONSULTANT to discuss the scope of this project.

1.2 Prepare Draft Scope of Services

The CONSULTANT will prepare a draft SOS for review and comment by LEW, FAA, and MaineDOT.

1.3 Prepare Final Scope of Services

The CONSULTANT will prepare the final SOS.

1.4 Prepare Fee Schedule

Based on the final SOS, the CONSULTANT will prepare the fee schedule. A blank fee schedule sheet will be submitted for an independent fee estimate and one (1) round of negotiations, if necessary.

1.5 Contracting

The CONSULTANT will:

- Prepare and submit a Contract to LEW for execution,
- Negotiate and prepare subconsultant contracts, and
- Process contracts internally.

1.6 Prepare Progress Reports

The CONSULTANT will prepare a monthly progress report for LEW based on current FAA requirements (24) and will send monthly reports to MaineDOT (24). These reports will be prepared to start with the month after the Notice to Proceed until project closeout; 24 progress reports are anticipated.

1.7 Invoice Airport

The CONSULTANT will invoice LEW monthly, based on the monthly progress reports; 24 are anticipated.

1.8 Prepare Grant and Grant Reimbursement Requests

CONSULTANT will create the following items to send to the FAA and carbon copy MaineDOT:

- FAA grant application – one (1)
- FAA quarterly reports – seven (7)
- For each invoice the CONSULTANT will prepare the necessary grant reimbursement requests for LEW's signature and distribution to FAA via Delphi (eInvoice) – 24
- FAA financial annual reporting – three (3)
- FAA project and grant proper project closeout requirement, both electronic and paper, to include Federal Financial Report Form Number SF-425 – one (1)
- FAA yearly DBE reports – three (3)
- MaineDOT grant reimbursement request – four (4)
- MaineDOT project closeout report – one (1)

TASK 2.0 – AIRPORT MAPPING & SURVEY

PURPOSE

To update airport aerial imagery and develop comprehensive Geographic Information Systems (GIS) mapping in accordance with current Airports GIS (AGIS) requirements for the development of an ALP. The GIS mapping data will be the basis for the development of the Master Plan and the mapping application. This task will be performed through a subcontract with an experienced photogrammetric mapping firm (MAPPING SUBCONSULTANT).

METHODOLOGY

2.1 Airport Imagery and Mapping

MAPPING SUBCONSULTANT will provide new aerial photography and mapping meeting the requirements of AC 150/5300-16B, *General Guidance and Specifications for Aeronautical Surveys: Establishment of Geodetic Control and Submission to the National Geodetic Survey*; AC 150/5300-17C, *General Guidance and Specifications for Aeronautical Surveys: Airport Imagery Acquisition and Submission to the National Geodetic Survey*; and AC 150/5300-18B *General Guidance and Specifications for Aeronautical Surveys: Airport Survey Data Collection and Geographic Information System Standards*. All deliverables will adhere to the requirements of an “Airport Layout Plan” as identified in Table 2-1 of AC 150/5300-18B. A survey for Runways with Vertical Guidance (VG) will be completed for Runway 4-22 and Non-Vertically Guided Approach Operations for Runway 17-35 as shown in **Attachment A**. Planimetric data will be collected for Airport property, plus the surrounding area of influence, including a minimum of 1,000 feet surrounding the existing airport property line. Mapping of features located on airport property will be compliant with AGIS requirements as to layering, topology, and attribution. A Statement of Work will be developed and submitted to the FAA for review prior to upload on the FAA’s Airports GIS website. Obstruction data within the 14 CFR Part 77 primary, approach (limited to the 10,000 feet from the runway end), and transitional surfaces will also be collected for use with the development of LEW Airspace and Inner Approach Drawings within the ALP.

The MAPPING SUBCONSULTANT will assist airport staff in creating user accounts and initiating the project through the FAA’s AGIS website and will prepare the required Statement of Work and Quality Control Plans for submissions to the AGIS for approval by the FAA and National Geodetic Survey (NGS).

As LEW has existing Primary and Secondary Airport Control Stations that were last recovered in 2007, the MAPPING SUBCONSULTANT will attempt to recover and validate these stations to serve as the basis of control. The MAPPING SUBCONSULTANT will establish photogrammetric control stations to aid in the aero-triangulation of the aerial photography. In addition to the

imagery control, crews must establish a minimum of five OPUS-derived Check Points to satisfy AGIS requirements.

The MAPPING SUBCONSULTANT will survey the runway end points and centerline profile to form the basis of the obstruction identification surfaces. The runway profile and offsets will be collected at a minimum of 50-foot spacing. The MAPPING SUBCONSULTANT will survey all navigational-aids and will provide documentation to support the attribution of airfield features for submission to AGIS (i.e., airfield sign messages, heights of fencing).

The MAPPING SUBCONSULTANT will compile base mapping that meets standards for 1' = 200' mapping for all planimetric deliverables. Contour intervals will not exceed two feet intervals. Existing LIDAR data, obtained in 2020, will be utilized for contour generation in areas obscured from view in the aerial imagery. The MAPPING SUBCONSULTANT will develop a composite orthophotograph for the airport mapping limits with a pixel size no greater than 1.0 feet.

2.2 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.

TASK 3.0 – INVENTORY

PURPOSE

To document existing airfield facilities and gather information on current and potential airport users. The airport and surrounding service area, current and potential airport users, airport facilities, aeronautical activity, land use patterns and plans, NAVAIDs, airspace and obstructions, and socioeconomic data will be documented.

METHODOLOGY

A review of existing documents relating to the airport and surrounding area will be conducted including existing airport master plan, airport layout plan and airspace plan, aeronautical surveys, applicable State Aviation System Plans, airport marketing and business plans, community plans, and recent newspaper or other media articles. Discussions will be held with airport management, local planning agencies, airport tenants, and other interested parties concerning airport activity and its relationship to the airport service area and airport needs.

Historical airport activity data will be obtained from FAA Terminal Area Forecasts (TAF), airport management counts and/or fixed base operator (FBO) counts, airport records (General Audio Recording Device (GARD), and Automatic Dependent Surveillance-Broadcast (ADS-B) as provided by LEW/FAA), and valid documentation in the form of accurate counts, reasonably documented estimates, letters from aircraft owners as to their intent to use the airport, or any combination thereof that demonstrates demand. Extensive use will be made of applicable existing data and studies where available, including a comparison to the FAA's Traffic Flow Management System Counts (TFMSC).

The results of the Inventory will be documented in Interim Report #1 for review and comment.

3.1 Airport Facilities Inventory

The CONSULTANT will collect data on airport facilities, including airside facilities, landside facilities, and property available for future aviation and non-aviation uses. The inventory shall include, but not be limited to:

- a. Documenting the general size, condition, and usage of runways, taxiways, aprons, and other airside facilities. Inventory will include airport instrumentation, approach aids, instrument approach procedures, airfield marking and lighting, safety areas, object free areas, and protection zones, as well as a review of currently approved Modifications of Standards (MOS) as provided by the FAA.
- b. Identifying and documenting the approximate size, location, and use of Airport, FAA, and tenant-owned buildings within the airport property (landside). This will include airport facilities such as the airport terminal, airfield maintenance facilities, and non-airport facilities such as FBO (Fixed Base Operator) buildings. The CONSULTANT will produce a list of tenants, a tenant/leased areas map, and a building inventory. This data will be provided in tabular format.
- c. Documenting portions of the Airport suitable for aeronautical and non-aeronautical use (highest and best use of airport land), including:
 - i. Hangar siting priorities
 - ii. Intermodal facilities on airport property
 - iii. Solar farm options
- d. One (1) site visit for two (2) staff will be conducted to verify the information, resolve outstanding questions, and schedule one (1) meeting with local pilots and users.

TASK 4.0 – ENVIRONMENTAL OVERVIEW

PURPOSE

Prepare an overview of existing environmental conditions and constraints at the Airport.

METHODOLOGY

An Inventory of Environmental Conditions and Constraints to development at the Airport will be prepared. The Inventory will consider the format and each of the environmental categories identified in FAA Orders 1050.1F, *Environmental Impacts: Policies and Procedures*, and 5050.4B, *National Environmental Policy Act (NEPA) Implementing Instructions for Airport Actions*. Recent relevant documents, including NEPA documents, previous permit applications, and other existing plans, data, and studies will be reviewed to identify known conditions at the Airport. The CONSULTANT will also review work done on past projects and will document how the past projects and their associated planning and permitting will play into the work proposed in the Master Plan. An on-site wetland delineation will be conducted as part of this task that covers the areas shown in **Attachment B** to assist with proposed facility siting.

Noise contours will be created for existing and proposed operations. CONSULTANT will create one (1) figure for a voluntary noise abatement procedure as a result of a one (1) virtual meeting with NOISE SUBCONSULTANT, LEW, and FAA.

CONSULTANT will document the Maine historical site of Airport Hill including the deed easement in place and how that might impact future aeronautical/non-aeronautical development.

CONSULTANT will document vegetation management practices and a permit history based on what is readily available and provided by the SPONSOR. Resource agencies will be contacted to identify the known presence or absence of resources under their respective jurisdictions. CONSULTANT will identify federal listings of rare plants and animals, including coordination with the U.S. Fish and Wildlife Service (USFWS), state-listed rare (threatened, endangered, or species of special concern) animals through coordination with the Maine Department of Inland Fisheries and Wildlife, and a review for state-listed rare plants and community types through the Maine Natural Areas Program.

Publicly available information on cultural resources and readily available data from previous studies will be summarized. CONSULTANT will review the 2010 Environmental Assessment to be provided by the Airport.

The results of the Environmental Overview will be documented in Interim Report #1 for review and comment.

4.1 Environmental Overview

CONSULTANT will review and document the potential environmental constraints and permitting requirements associated with each of the recommended alternatives identified in the Master Plan. In accordance with FAA Orders 5050.4B and 1050.1F, the following resource categories will be considered. These include:

- a. Air Quality;
- b. Coastal Resources;
- c. Compatible Land Use;
- d. Construction Impacts;
- e. Department of Transportation Act, Section 4(f) parcels;
- f. Farmlands;
- g. Fish, Wildlife, and Plants;
- h. Floodplains;
- i. Hazardous Materials, Pollution Prevention, and Solid Waste;
- j. Historical, Architectural, Archeological, and Cultural Resources;
- k. Light Emissions and Visual Impacts;
- l. Natural Resources and Energy Supply;
- m. Noise;
- n. Secondary (Induced) Impacts;
- o. Socioeconomic Impacts and Environmental Justice;
- p. Environmental Health and Safety Risks;
- q. Water Quality;
- r. Wetlands; and
- s. Wild and Scenic Rivers.

Existing data will be used to the extent possible. Some elements will need only a brief narrative to document the lack of impacts. Other areas will need a more detailed discussion of impacts and potential impacts. Data gathered from Task 3 will also be used to assist in these efforts.

4.2 Airport Recycling, Reuse, and Waste Reduction

An airport recycling, reuse, and waste reduction plan, in accordance with the FAA *Memorandum for Guidance on Airport Recycling, Reuse and Waste Reduction*, dated September 30, 2014, will be completed for the Airport by the CONSULTANT. This plan will be developed using existing information and documentation relative to the airport's waste disposal and/or recycling program. The scope and detail of the plan will be governed by the extent and accuracy of the available information, but review and documentation of the following elements will be completed:

- a. Facility description and background
- b. Waste audit (existing or new)
- c. Review of recycling feasibility
- d. Operation and maintenance requirements
- e. Review of waste management contracts
- f. Potential cost savings or revenue generation
- g. Plan to minimize solid waste generation

The airport recycling, reuse, and waste reduction plan will be documented and included as an appendix to the master plan report and submitted as part of the final draft for FAA review and acceptance. One (1) site visit with two (2) CONSULTANT staff will be conducted for this task.

4.3 Existing and Proposed Noise Contours

NOISE SUBCONSULTANT will develop detailed aircraft operations data for the Master Plan noise modeling years using existing fleet mix information derived from the FAA's National Offload Program (NOP) radar flight track data and the Master Plan forecast. The forecast aircraft operations data shall consist of scaling the existing aircraft fleet to the category totals in the Master Plan forecast provided by CONSULTANT. NOISE SUBCONSULTANT will make any necessary adjustments to the future fleet mix based on the Master Plan forecast.

NOISE SUBCONSULTANT will also use the NOP radar flight track data to develop existing runway usage rates, a set of typical flight tracks, and flight track usage rates. NOISE SUBCONSULTANT will prepare a high-level noise model inputs memorandum (approximately 10 pages) for CONSULTANT and LEW review of the aircraft operations in an Existing Conditions scenario and a Forecast Year scenario. NOISE SUBCONSULTANT will revise noise model inputs as necessary, based on CONSULTANT and LEW feedback.

NOISE SUBCONSULTANT will process the noise model inputs for the latest version of the FAA's Aviation Environmental Design Tool (AEDT) for the existing and forecast noise modeling scenarios identified for the Master Plan. The same flight track distribution and runway utilization rates by aircraft type will be used for the Existing Conditions modeling and the Forecast Year scenario, except to the extent necessary to model the scenario (e.g., a runway closure).

NOISE SUBCONSULTANT will develop 60 dB, 65 dB, and 70 dB Day Night Average Sound Level (DNL) contours in AEDT for each of the noise modeling scenarios. NOISE SUBCONSULTANT will export the shapefiles and CONSULTANT will prepare GIS graphics showing the contours.

TASK 5.0 – FORECASTS OF AVIATION DEMAND

PURPOSE

To establish forecasts of aeronautical activity (passenger enplanements, air taxi operations, general aviation aircraft operations, and based aircraft) at the airport for the short-range (0-5 years), intermediate (6-10 years), and long-range (11-20 years) planning periods and to establish forecasts of runway/taxiway utilization and parking demands.

METHODOLOGY

The forecasts of aviation demand will begin with a collection of forecasting data. Data collection will include information necessary to develop the forecasting methodology and perform statistical analyses dictated by these methodologies. In addition, this data collection effort will involve gathering relevant previous forecasting efforts. Items to be collected include but are not limited to the following:

- a. Previous forecast efforts such as the current Master Plan and State Aviation System Plan
- b. Obtain FAA TAF and review national forecasts. The forecasts will be compared to the 2022 FAA TAF
- c. The FAA ADS-B/ TFMSC data should be used as a key resource for historical information and compared to the Airport's GARD data

With these data, future projections of aviation demand 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.

The results of the Aviation Demand Forecasts will be documented in Interim Report #1 for review and comment. Upon the Airport's review, a preferred forecast will be selected and concurrence from FAA will be requested.

5.1 Aviation Forecasts

Aviation activity forecasts will be developed by the CONSULTANT, in part, based on relationships found to exist between the airport service area and airport activity. The following forecast elements will be included in the study:

- a. Air passengers
 - i. Annual enplanements
 - ii. Peak hour enplanements
- b. Air taxi operations
 - i. Peak month, peak hour
 - ii. Fleet mix
- c. General aviation operations
 - i. Peak month, peak hour
 - ii. Itinerant split
 - iii. Fleet mix
- d. Annual military operations

- e. Annual instrument approaches
- f. Registered and based aircraft

Fundamentally, these outputs should be used as inputs to airfield facility requirement generators, noise studies, or policy guidance. Forecasts will be developed on an unconstrained basis for short, intermediate, and long-range planning timeframes. These timeframes correspond to the following years:

Short Range:	2024 – 2028
Intermediate Range:	2029 – 2033
Long Range:	2034 – 2043

Unconstrained forecasts refer to those forecasts made based on historical demand at the Airport and changes to the airport and community. Considerations such as the physical constraints posed by either landside or airside facilities, or policy-level considerations limiting this activity are not taken into account. 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 facilities or policy considerations at this point in the study.

5.2 Empty

This task is not used for this scope.

5.3 Critical Aircraft

An existing and future critical aircraft will be established for the runways (runway design code) and taxiways (taxiway design group) and an airport reference code based upon the usage by this critical aircraft or group of aircraft will be determined. The critical aircraft will be defined as the most demanding aircraft, or group of aircraft, which complete at least 500 operations in a calendar year at the Airport. The critical aircraft will be identified based on the guidance identified in FAA AC 150/5000-17, *Critical Aircraft and Regular Use Determination*.

TASK 6.0 – FACILITY REQUIREMENTS

PURPOSE

To examine capacity over the planning period and 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.

METHODOLOGY

The capacities and requirements of runways, taxiways, aircraft parking areas, vehicle parking facilities, and GA terminal facilities will be assessed based on the demand forecasts identified in Task 5.0. Airport facility requirements for the next 20 years will be determined through a comparison of aviation demand with existing airport features and facilities.

FAA standards documented in AC 150/5300-13B, *Airport Design*, and other FAA and state regulations will also be used to determine requirements. Requirements will be presented describing those changes necessary to accommodate existing and future demand and/or improve airport features to meet current design standards.

The results of the Facility Requirements will be documented in Interim Report #2 for review and comment.

6.1 Airfield Capacity Analysis

The FAA methodology outlined in AC 150/5060-5, *Airport Capacity and Delay*, will be used to establish the Airport's Annual Service Volume (ASV), as well as VFR and IFR hourly capacities. Information such as the existing runway and taxiway configurations, historical weather data, aircraft mix, Airport instrumentation and airspace conditions will be used to derive hourly departure and arrival capacities, ASV, instrument capacities and annual delays. The aviation demand forecasts will provide the basis for comparing forecasted levels of aviation demand versus the future capacity of the airfield.

6.2 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 existing and proposed RDC/TDG/ARC that do not meet current conditions will be identified and addressed. Airside elements examined by the CONSULTANT will include, but not necessarily be limited to, the following:

- a. Runway improvements, safety areas, object free areas, object free zones, protection zones, visibility zones, and approach areas
 - i. The runway safety area (RSA) will be assessed, and information sent to FAA to make an RSA determination. Up to two figures will be included in this element
- b. Designation of each existing runway (Primary/Crosswind/Secondary/Additional)
- c. Existing and future runway length to meet the demands of the critical design aircraft

- d. Taxiways/taxilanes and geometry standards, safety areas, object free areas, and separations/wingtip clearances
- e. Aircraft parking aprons (based and itinerant tie-down needs)
- f. Pavement conditions using MaineDOT's most current pavement conditions map and report to
- g. Reported load-bearing capacity of pavements
- h. Airport marking and lighting
- i. Instrument approaches and NAVAIDs (Navigational Aids)
- j. Airspace obstructions and a review of applicable imaginary surfaces for each runway
- k. The Airport fence line, including what physical access control system(s) may be needed in the future

6.3 Landside Facility Requirements

Based on the results of Tasks 3 and 5, requirements for landside airport facilities will be identified by the CONSULTANT. Interviews will be conducted virtually 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:

- a. FBO areas and facilities
- b. Aprons, tie-downs, hangars, taxilanes
- c. Airport administrative/operations offices
- d. Aviation fuel storage and distribution
- e. Airfield maintenance facilities and snow removal equipment and storage
- f. Non-aviation use areas

6.4 Facility Requirements for a Potential Seaplane Base

In addition, a high-level review of a potential seaplane base will be considered as an annex of the existing airport property along the Androscoggin River. This task includes one (1) 2-hour phone call with two (2) CONSULTANT staff and the seaplane operator, documentation of number and type of aircraft, and documentation of existing and anticipated operations flown. Additionally, this section will analyze seaplane standards and requirements and water runway length determination.

TASK 7.0 – ALTERNATIVES ANALYSIS

PURPOSE

In this task, feasible Development Alternatives having the potential to satisfy the various Airport Facility Requirements identified in Task 6.0, based on forecasts in Task 5.0, will be

presented. The alternatives will be evaluated based on the criteria described below and the 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.

METHODOLOGY

The alternatives will consider the airside and landside features and required support development.

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 a future NEPA review of projects prior to construction, the “No Build Alternative” will also be evaluated.

The results of the Alternatives will be documented in Interim Report #2 for review and comment.

7.1 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 existing and future critical aircraft or family of aircraft will be known. Additionally, the extent of capacity enhancement required to accommodate future operations at the Airport will also be known.

Alternatives will be presented by the CONSULTANT to meet or attempt to meet both design and geometry non-standard conditions as well as obtain the maximum operational flexibility at the Airport. 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 as many as 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. One of the three (3) airside alternatives will be chosen as the preferred alternative and will determine what land will be protected for aeronautical use versus non-aeronautical purposes.

The Alternatives Chapter will review and recommend improvements to non-conforming conditions as detailed in the 2006 ALP, including the penetrations to Code of Federal Regulations (CFR) Part 77 surfaces of Christian Hill and Airport Hill. This Master Plan includes alternatives and planning-level cost estimates being submitted to rectify non-conforming conditions or to draft and submit a request for up to three (3) MOS.

7.2 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 sketch plans and diagrams will be prepared to identify the general location and size of potential development sites. Up to three (3) alternatives, including a No-Build Alternative, will be developed. Due to the broad nature of the potential Landside Alternatives, construction cost estimates will not be developed at the Alternatives stage but will be developed at the Recommended Plan stage if the Alternative will be planned and programmed by the Airport within the Airport Capital Improvement Plan (ACIP) timeframe. Outputs from the aviation demand forecasts and discussions with airport management and users will help determine the general size, location, and sequencing for the development of landside facilities.

7.3 Identify Airport Land Use

The purpose of this task will be to identify the aeronautical and non-aeronautical land uses that are anticipated to provide maximum compatibility and economic benefit to LEW and improve the function and efficiency of the Airport, based on the data obtained and analyses completed in previous tasks. These areas will be shown as two different colored hatches.

A review of highest and best use for three (3) proposed development areas at LEW will be completed to identify the mix and priority of land uses to be included in the final land use plan. A maximum of two (2) alternative land uses/development types will be proposed for each of the three development areas. The alternatives will include immediate possibilities related to industries already established in the area surrounding the Airport and/or those determined to be emerging markets in the region by the SPONSOR. Economic data and demographics in the subject neighborhood, also known as the sub-market, will be reviewed. In the case of LEW, the sub-market is considered to be those properties located in Androscoggin County, generally surrounding the Airport.

The final land use plan will identify potential aeronautical and non-aeronautical land uses that may be established.

7.4 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 the review and evaluation of each alternative:

a. Airside Alternatives:

- i. **Facility Requirements:** Does the Alternative meet the existing and future needs of the Airport and is the alternative feasible for implementation?
- ii. **Environmental Consequences:** What are the environmental consequences associated with the implementation of the alternative? To what extent does this alternative further the achievement of the Airport's environmental goals?
- iii. **FAA Standards:** Does the alternative meet the design standards of FAA AC 150/5300-13B, *Airport Design*, and CFR Part 77 Surfaces to the maximum extent feasible?
- iv. **Development Costs:** Does the alternative have reasonable development costs in comparison to other alternatives that achieve the same goal? At the alternatives stage, comparative cost estimates will be used for general comparison amongst airside alternatives.
- v. **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?

b. Landside Alternatives:

- i. **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.
- ii. **Environmental Consequences:** What are the environmental consequences associated with the implementation of the alternative?
- iii. **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.
- iv. **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.
- v. **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.

7.5 Empty

This task is not used for this scope.

7.6 Selection of the Preferred Alternative

In this task, the CONSULTANT along with input from airport management and stakeholders 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 Range:	2024 – 2028
Intermediate Range:	2029 – 2033
Long Range:	2034 – 2043

The preferred development alternative will be the basis for phasing, cost estimating, and the financial feasibility analyses completed in the following tasks.

TASK 8.0 – FINANCIAL & IMPLEMENTATION PLAN

PURPOSE

To develop necessary components for the 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 AMPU and ALP in Task 9.0.

METHODOLOGY

Projects will be phased out based on the forecast needs and timing and priorities identified by LEW and confirmed with MaineDOT and FAA. Order of magnitude cost estimates will be prepared to inform the ACIP and funding plans.

The results of the Financial & Implementation Plan will be documented in the Draft MPU for review and comment.

8.1 Project Phasing

Refinement and final development of project phasing for the preferred development alternative, as presented in Task 7.5, 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-range). Each project in the short-range 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 intermediate- and long-range time periods, the project staging will consist of a list of required projects, but without the level of implementation detail provided in the short range.

8.2 Order of Magnitude Estimates

Cost estimates of facility requirements, 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 are intended to be used for planning purposes only and are not to be construed as formal opinions of probable construction costs.

8.3 Airport Capital Improvement Plan (ACIP)

The ACIP will be updated by the CONSULTANT based on the preferred alternative and recommended plan (Task 7), phasing plan (Task 8.1), and order of magnitude cost estimates (Task 8.2) as developed and presented in previous tasks. A listing of Airport development projects necessary to implement the phased development plan will be prepared. The phases will be organized into short-range (0-5 years), intermediate-range (6-10 years), and long-range

(11-20 years) projects. For each project, order of magnitude cost estimates and funding sources will be identified. All realistically available funding sources will be considered, including federal, state, local, and private funding based on information from the Airport. The resulting ACIP will be compatible with FAA's 5-year Airport Capital Improvement Plan requirements. The ACIP will be prepared and supported by tabular data and narrative descriptions in the report.

8.4 Airport Financial Plan and CIP Funding

A financial plan will be developed for the Airport by the CONSULTANT to evaluate financial and cash flow implications associated with implementing various airside and landside alternatives considered. Further, opportunities to enhance revenue generation and/or diversify revenue sources through the implementation of the recommended plan will be documented.

A review of the most pertinent financial and operational aspects of the Airport business that will affect the pursuit of strategies outlined in the recommended plan will be completed. The overview will focus on the following:

- a. 3-Year Airport profit/loss statements (2020-2022) if available
- b. Airport Capital Improvement Plan/Program

Utilizing this information, the CONSULTANT will examine the budget, financial and operating performance, and structure of the Airport to understand potential funding limitations and impacts, as well as project future performance for the short- to intermediate-term period.

The analysis will document the ability of the airport to fund the preferred ACIP based on existing and projected financial activity and available funding sources. The financial plan will provide planning-level projections of financial performance to serve as a resource for airport management. The plan will allow stakeholders to quickly review various recommendations and see summarized financial information.

TASK 9.0 – ALP DRAWING SET

PURPOSE

To finalize the AMPU based upon the review and comments of airport management, Cities of Auburn & Lewiston, and funding agencies.

METHODOLOGY

Based upon the results of Task 7.0 (Alternatives Analysis) and input from airport management, the FAA, and MaineDOT, 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 ARP Standard Procedure for FAA Review and Approval of Airport Layout Plans SOP 2.0 Checklist (**Attachment C**). A brief explanation of each of the drawings comprising the ALP Drawing Set follows.

- 9.1. Title Sheet
- 9.2. Existing Airport Layout
- 9.3. Airport Layout Plan
- 9.4. Airport Data Tables
- 9.5. Terminal Area Plan
- 9.6. Airport Airspace Plan
- 9.7. Inner Portion of the Approach Surface Drawings
- 9.8. Runway Departure Surface Drawings
- 9.9. Airport Land Use Plan
- 9.10. Exhibit "A" Property Map

9.1 Title Sheet

The CONSULTANT will prepare a Title Sheet in accordance with the ARP *Standard Procedure for FAA Review and Approval of Airport Layout Plans (ALPs)*, SOP 2.0 Checklist.

9.2 Existing Airport Layout Plan

The CONSULTANT will prepare a Drawing depicting the current airport layout in accordance with the ARP *Standard Procedure for FAA Review and Approval of Airport Layout Plans (ALPs)*, SOP 2.0 Checklist.

9.3 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 ARP *Standard Procedure for FAA Review and Approval of Airport Layout Plans (ALPs)*, SOP 2.0 Checklist.

9.4 Airport Data Tables

The CONSULTANT will prepare an Airport Data Tables Sheet (if needed) in accordance with the ARP *Standard Procedure for FAA Review and Approval of Airport Layout Plans (ALPs)*, SOP 2.0 Checklist.

9.5 Terminal Area Plan

The CONSULTANT will prepare a Terminal Area Plan indicating existing and recommended future uses and development for the passenger terminal, general aviation areas, tenant areas, ground vehicle access, and vehicle and aircraft parking. The drawing will include those features

as indicated on the ARP *Standard Procedure for FAA Review and Approval of Airport Layout Plans (ALPs)*, SOP 2.0 Checklist.

9.6 Airport Airspace Plan

The CONSULTANT will prepare an Airport Airspace Plan for existing and ultimate CFR Part 77 imaginary surfaces, including approach slopes and any height or slope protection established by local zoning ordinance (if applicable). The drawing will include those features as indicated on the ARP *Standard Procedure for FAA Review and Approval of Airport Layout Plans (ALPs)*, SOP 2.0 Checklist.

9.7 Inner Portion of the Approach Surface Drawings

The CONSULTANT will prepare an Inner Approach Surface and Runway Protection Zone Control 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 ARP *Standard Procedure for FAA Review and Approval of Airport Layout Plans (ALPs)*, SOP 2.0 Checklist, such as the Threshold Siting Surface, and CFR Part 77 Surfaces.

9.8 Runway Departure Surface Drawings

The CONSULTANT will prepare the Runway Departure Surface Drawing including a 40:1 Surface Drawing for the applicable instrument departure to four (4) departure runway ends. The CONSULTANT will give special emphasis to the identification of any obstructions that penetrate the 40:1 departure surface by more than 35 feet. The AMPU will provide recommendations for obstruction removal based on the findings from these drawings.

9.9 Airport Land Use Plan

The Airport Land Use Plan will be prepared by the CONSULTANT and will indicate specific airport uses and show off-airport compatible and non-compatible land uses as well as aeronautical and non-aeronautical on-airport land uses. The drawing will include those features indicated on the ARP *Standard Procedure for FAA Review and Approval of Airport Layout Plans (ALPs)*, SOP 2.0 Checklist.

9.10 Exhibit "A" Property Map

In addition to the development of the ALP Drawings noted above, CONSULTANT will do a pen-and-ink update to the 2016 Exhibit "A" Property Map. No boundary survey is included in this contract.

SPONSOR will provide all relevant information including previous boundary survey,

documentation of all lands acquired through fee or easement, documentation of all lands released in the history of the airport, and metes and bounds survey results previously conducted.

TASK 10.0 – DELIVERABLES

PURPOSE

To define the project deliverables.

METHODOLOGY

The AMPU and ALP Drawing Set will be finalized based on comments on Interim Reports, input received from the Technical Advisory Committee (TAC) and public meetings, and in coordination with airport management. The resulting Final Report and ALP Drawing Set will be submitted to the Airport, MaineDOT, and the FAA for approval and signature. The following deliverables will be made available at specific milestones throughout the project:

10.1 Interim and Draft Reports

Electronic copies in Portable Data Format (PDF) for each of the Interim Reports and the Draft AMPU Report will be prepared by the CONSULTANT. No printed copies will be provided. These reports are anticipated to be delivered based on the following project milestones:

- a. Interim Report #1 – Upon completion of Task 5.0
- b. Interim Report #2 – Upon completion of Task 7.0
- c. Draft AMPU Report – Upon completion of Task 9.0

The Interim Reports and Draft AMPU Report will consist of a written report summarizing the findings of each subsequent task in tabular and text format. One (1) round of comments is anticipated based on LEW, MaineDOT, and FAA review.

10.2 Final Report

The Final 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 an 11" x 17" landscape format. The Final Report will incorporate appropriate graphics and be printed and bound as requested by airport management. The Final Report will be submitted to airport management and FAA. 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 Microsoft Word and PDF format and an electronic copy of the ALP Drawing Set in AutoCAD format (or fully compatible format) and PDF format will be provided to the

Airport and FAA. Full-size reproducible drawings of the Final ALP Drawing Set will be submitted to FAA for approval and signature.

A total of five (5) printed copies of the Final AMPU Report and ALP Sheet Sets for the Airport, and one (1) printed copy of the Final AMPU Report and ALP Sheet Sets for MaineDOT will be prepared by the CONSULTANT. The CONSULTANT will also prepare electronic copies in PDF format for transmittal via web-based file sharing.

TASK 11.0 – PUBLIC PARTICIPATION AND MEETINGS

PURPOSE

This task will establish a communications framework for the Technical Advisory Committee (TAC), airport tenants, the general public, airport staff, and the CONSULTANT team throughout the master plan process. To allow for technical review of interim and draft documents, solicit comments and input on study progress and engage the public through participation in the planning process.

METHODOLOGY

The Public Participation and Coordination process will consist of three elements: 1) TAC Meetings, 2.) Public Information Meetings and 3) FAA coordination. Although identified as a discrete task, these elements will occur at key times throughout the project.

Stakeholder outreach and input are important parts of enhancing the master planning process. FAA's 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 master planning process to identify stakeholders and key issues, and will include the following features:

- a. TAC meetings
- b. Public information meetings
- c. FAA coordination meeting

Each meeting in the subsequent sections includes travel time, meeting the SPONSOR one (1) hour before the meeting for on-site setup and pre-meeting, meeting preparation (slides (including potential voiced over presentations), boards, potential handouts), one (1) round of presentation and boards review and revision per meeting, debrief with the SPONSOR after each

meeting, meeting notes preparation, and one (1) round of revisions to meeting notes per meeting.

11.1 TAC Meetings

The use of focused committees has been an effective tool to engage the public and stakeholders during the master plan process and to solicit feedback during key points in the study. The TAC made up of different Airport tenants, general aviation users, and City officials can provide the necessary feedback for on-Airport issues under consideration.

Meetings with key stakeholders, which are envisioned to include members of airport management, tenants, and users along with Airport staff, will be held throughout the project and will be attended by two (2) staff members of the CONSULTANT and selected subconsultants (if any). These meetings will be used to share ideas, discuss schedules, present interim reports, and develop solutions to any challenges that present themselves during the project. It is anticipated that the following such in-person (where possible) meetings will occur throughout the course of the project:

- a. TAC Meeting #1/Public Meeting #1 – this will be a joint meeting open to the public
- b. TAC Meeting #2

Additional meetings required will be conducted via conference call.

11.2 Public Information Meetings

Two (2) Public Information Meetings will be held during the course of the planning process to provide information in a presentation style followed by an open house and to solicit comments from the general public. The first will be a joint meeting open to the public that will serve as both TAC 1 and a public meeting. This meeting will take place when the Forecasts (Task 5.0) are substantially complete.

The second public meeting will be a presentation followed by an open house after the completion of Task 8.0. The workshop will be held in an informal open-house format late in the afternoon/early evening for a typical period of two (2) hours at facilities in the vicinity of the airport. This meeting will be held on the same day as the second TAC meeting.

Representatives of SPONSOR and CONSULTANT will staff (up to two (2) people per meeting which may include subconsultants) the workshop sessions during the entire period to talk individually with citizens about the project. The CONSULTANT will prepare workshop handout materials and furnish board-mounted graphics (maps, charts, etc.) to be on display so that citizens can become familiar with the project and issues relative to the AMPU. Citizen comment forms will be prepared and distributed at the workshop. The CONSULTANT will prepare advertisements for the meetings and coordinate the timely publication of advertising for the

SPONSOR to provide community notifications at least two weeks prior to the meeting. The airport shall be responsible for providing space for the Public Information Meetings. The two public meetings will be the only forum for citizens and nearby landowners as it relates to the master plan process. Any additional landowner/neighborhood coordination and consultation will result in a modified scope.

The content of the in-person (where possible) public meetings will be generally summarized as:

- a. Public Meeting #1 - Master Plan Process, Inventory, Forecast, Environmental Overview, and Facility Requirements
- b. Public Meeting #2 - Alternatives Analysis, Recommended Plan, and Implementation

11.3 FAA Coordination Meeting

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

11.4 Auburn-Lewiston Airport Board of Directors Meetings

It is anticipated CONSULTANT will attend up to two (2) meetings to present to the Auburn-Lewiston Airport Board of Directors. These meetings may be attended in person with up to two (2) CONSULTANT staff.

TASK 12.0 – DBE Plan Update

PURPOSE

DBE Plans will be completed for LEW, to comply with 14 CFR Part 23 and Part 26, *Participation by Disadvantaged Business Enterprises in Department of Transportation Financial Assistance programs*, as related to ongoing FAA AIP projects, by CONSULTANT.

METHODOLOGY

12.1 Plan Updates - 2024-2026 DBE Plan

This task will involve reviewing and updating the following items relevant to the DBE Plan:

- a. Obtain current Airport Capital Improvement Plan (ACIP) to ascertain upcoming projects and determine project activity required.
- b. Breakdown projects into logical work units so that the potential for involvement by DBE's can be determined. Assign area of service for each type of work to be included in ACIP projects.
- c. Determine list of NAICS codes to be used.
- d. Review MaineDOT Civil Rights Office D/WBE Directory of Businesses to determine the number of "ready, willing and able" DBE firms in the service area.
- e. Review Census Bureau Database to obtain number of "ready, willing and able" firms in the service area.
- f. Calculate DBE goals for projects as well as overall goals.
- g. Review any disparity studies found and adjust project goals.
- h. Publish the Draft DBE plan.
- i. Revise consultation summary and submit final DBE plan to FAA.

12.2 DBE Yearly Adjustments 2024 - 2026

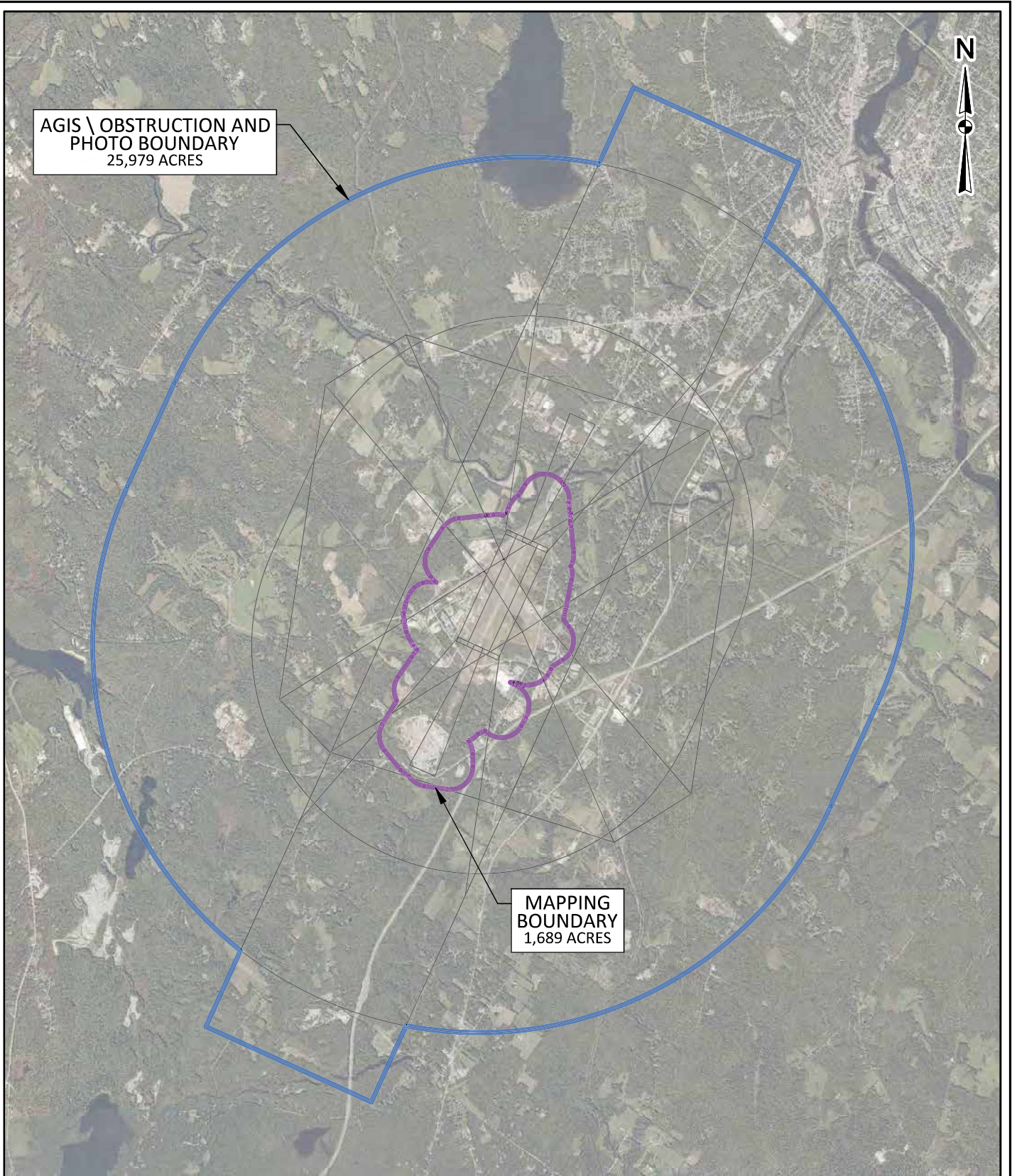
- a. Assist Airport in keeping running totals of DBE accomplishments periodically throughout the year.
- b. If DBE participation is trending lower than the goal, recommend changes in project goals or a switch from race-neutral to race conscious, or both.

This task will end with the end of federal Fiscal Year 2026.

12.3 Uniform Reports for Participation (FAA DOORS Submission)

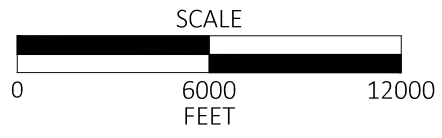
- a. The report for the DBE program compiles information from the previous Fiscal Year and is submitted on a yearly basis, by December 1st. The preparation and submission of the Uniform Reports for DBE for fiscal years 2024, 2025, and 2026 are included in this agreement.

CONSULTANT will not attend regular DBE/ACDBE meetings.



AGIS \ OBSTRUCTION AND
PHOTO BOUNDARY
25,979 ACRES

MAPPING
BOUNDARY
1,689 ACRES

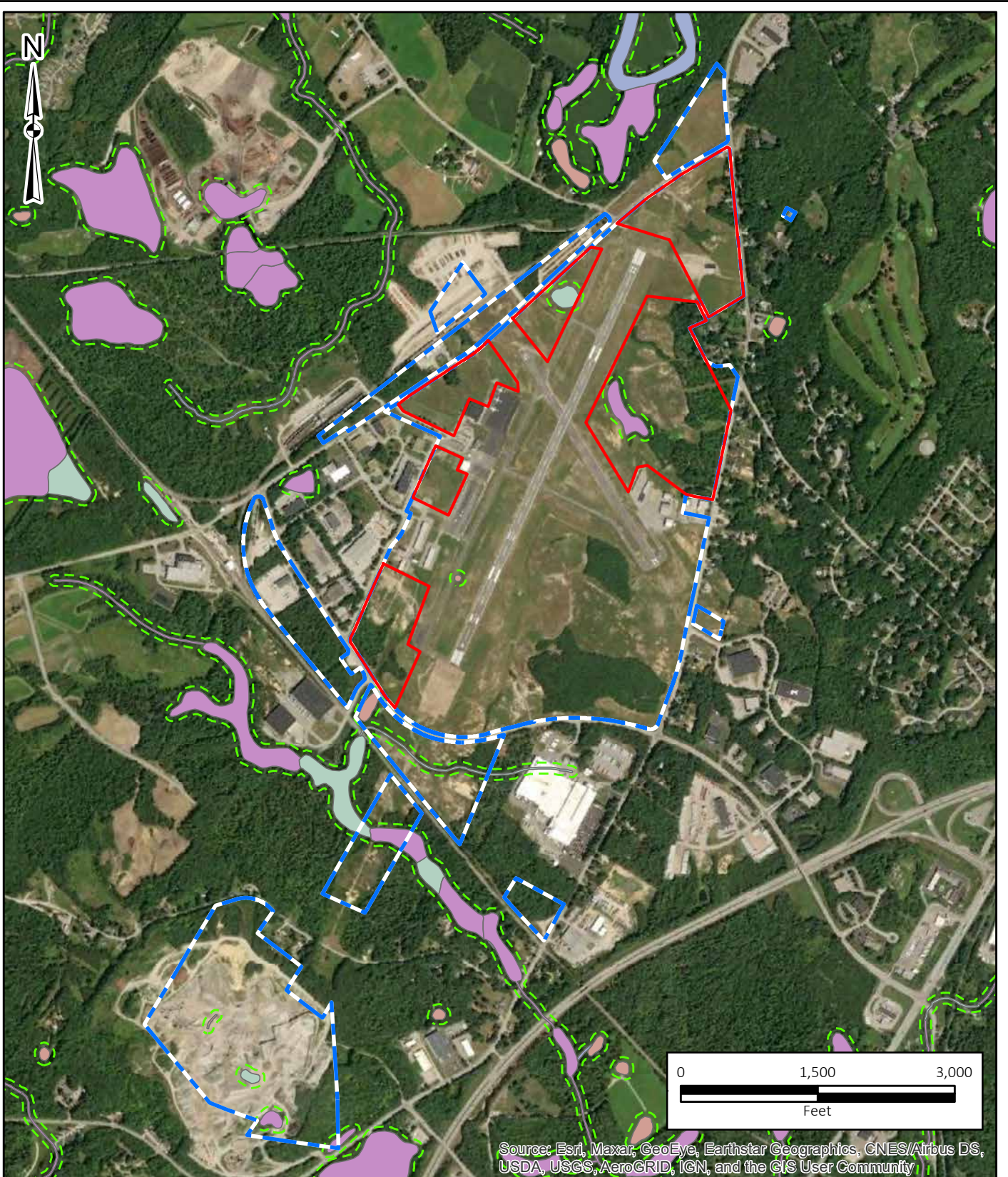


AUBURN-LEWISTON MUNICIPAL AIRPORT
ANDROSCOGGIN COUNTY, MAINE

MAPPING FIGURE

SCALE: 1" = 6,000'	DATE: JANUARY 2023	FIGURE: 1
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Source: Esri, Maxar, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community

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Legend

- | | |
|--|---|
|  Wetland Delineation Area | NWI Wetlands |
|  AirportBoundary230220 |  Freshwater Emergent Wetland |
|  50 FT Wetland Buffer |  Freshwater Forested/Shrub Wetland |
| |  Freshwater Pond |
| |  Riverine |

AUBURN-LEWISTON MUNICIPAL AIRPORT
ANDROSCOGGIN COUNTY, MAINE






NWI WETLANDS






SCALE : 1" = 1,500'	DATE : FEBRUARY 2023	FIGURE : 2
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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" (Climatography 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 Siting 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., deicing 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.				
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 B: Consultant's Proposal

4/21/2023

**McFarland-Johnson, Inc.
 Cities of Auburn & Lewiston
 Auburn-Lewiston Municipal Airport
 Project Number 19101.00
 Master Plan Update**

Task and Description	Payment Terms	Hours	Fee
Task 1 - Study Design & Project Administration	Lump Sum	243	\$ 36,600.00
Task 2 - Airport Mapping & Survey	Lump Sum	74	\$ 87,600.00
Task 3 - Inventory	Lump Sum	176	\$ 26,700.00
Task 4 - Environmental Overview	Lump Sum	248	\$ 70,300.00
Task 5 - Forecasts of Aviation Demand	Lump Sum	140	\$ 19,300.00
Task 6 - Facility Requirements	Lump Sum	227	\$ 31,500.00
Task 7 - Alternatives Analysis	Lump Sum	276	\$ 36,700.00
Task 8 - Financial and Implementation Plan	Lump Sum	174	\$ 22,600.00
Task 9 - ALP Drawing Set	Lump Sum	208	\$ 26,700.00
Task 10 - Deliverables	Lump Sum	162	\$ 23,700.00
Task 11 - Public Participation and Meetings	Lump Sum	246	\$ 44,200.00
Task 12 - DBE Plan Update	Lump Sum	71	\$ 9,100.00
Total Project Costs	TOTAL	2,245	\$ 435,000.00

	<u>Breakdown</u>
Subconsultants	\$ 115,320.00
Expenses	\$ 15,156.05
MJ	\$ 304,523.95
Total	\$ 435,000.00

Appendix B: Consultant's Proposal
 McFarland-Johnson, Inc.
 Cities of Auburn & Lewiston
 Auburn-Lewiston Municipal Airport
 Project Number 19101.00
 Master Plan Update

4/21/2023

Sub task	Task 1 - Study Design & Project Administration	QC Manager	Project Manager	Senior Planner/Eng.	Environmental Coordinator	Junior Planner/Eng.	Senior Technician	Assistant Technician	Hours
1.1	Conduct Scoping Meeting	1	4	4	1		1		11
1.2	Prepare Draft Scope of Services	1	8						9
1.3	Prepare Final Scope of Services	1	8						9
1.4	Prepare Fee Schedule	1	8						9
1.5	Contracting	2	8	8					18
1.6	Prepare Progress Reports (24 FAA and 24 MaineDOT)		48						48
1.7	Invoice Airport (24)	1	24						24
1.8	Prepare Grant and Grant Reimbursement Requests	7	4					110	115
	TOTAL Hours		112	12	1	0	1	110	243
	Hourly Rate	\$ 70.86	\$ 63.76	\$ 43.80	\$ 31.42	\$ 37.46	\$ 35.23	\$ 28.70	
	Direct Labor Cost	\$ 496.05	\$ 7,140.78	\$ 525.55	\$ 31.42	\$ -	\$ 35.23	\$ 3,156.54	

TOTAL HOURS 243

Expenses

Meals	\$ -
Hotel	\$ -
Rental Car/Mileage	\$ -
Transportation Cost (Tolls/Parking)	\$ -
Postage & Miscellaneous	\$ 69.43

Total Expenses

\$ 69.43

Outside Services

None \$ -

Total Outside Services:

\$ -

TOTAL DIRECT LABOR COST	\$ 11,385.56
OVERHEAD @ 179.00%	\$ 20,380.15
TOTAL LABOR COST	\$ 31,765.71
FEE @ 15%	\$ 4,764.86
SUBTOTAL	\$ 36,530.57
TOTAL EXPENSES	\$ 69.43
TOTAL OUTSIDE SERVICES	\$ -
TOTAL TASK	\$ 36,600.00
USE LUMP SUM TOTAL	\$ 36,600.00

Appendix B: Consultant's Proposal
 McFarland-Johnson, Inc.
 Cities of Auburn & Lewiston
 Auburn-Lewiston Municipal Airport
 Project Number 19101.00
 Master Plan Update

4/21/2023

Sub task	Task 3 - Inventory	QC Manager	Project Manager	Senior Planner/Eng.	Environmental Coordinator	Junior Planner/Eng.	Senior Technician	Assistant Technician	Hours
3.1	Airport Facilities Inventory								0
	Airside Facilities	3	24	32		40	12		111
	Landside Facilities	2	8	12		28	4		54
	Areas for Aeronautical and Non-Aeronautical Use		1	2		4	4		11
	TOTAL Hours	5	33	46	0	72	20	0	176
	Hourly Rate	\$ 70.86	\$ 63.76	\$ 43.80	\$ 31.42	\$ 37.46	\$ 35.23	\$ 28.70	
	Direct Labor Cost	\$ 354.32	\$ 2,103.98	\$ 2,014.60	\$ -	\$ 2,697.20	\$ 704.52	\$ -	
						TOTAL HOURS			
						TOTAL DIRECT LABOR COST			
						OVERHEAD @ 179.00%			
						TOTAL LABOR COST			
						FEE @ 15%			
						SUBTOTAL			
						TOTAL EXPENSES			
						TOTAL OUTSIDE SERVICES			
						TOTAL TASK			
						USE LUMP SUM TOTAL			

Expenses

Meals	\$ 296.00
Hotel	\$ 500.00
Rental Car/Mileage	\$ 311.56
Transportation Cost (Tolls/Parking)	\$ 32.00
Miscellaneous	\$ 294.72

Total Expenses

\$ 1,434.28

Outside Services

None \$ -

Total Outside Services:

\$ -

Appendix B: Consultant's Proposal
 McFarland-Johnson, Inc.
 Cities of Auburn & Lewiston
 Auburn-Lewiston Municipal Airport
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Sub task	Task 4 - Environmental Overview	QC Manager	Project Manager	Senior Planner/Eng.	Environmental Coordinator	Junior Planner/Eng.	Senior Technician	Assistant Technician	Hours
4.1	Air Quality			2	3				0
	Coastal Resources			1	3		2		5
	Compatible Land Use	1	1	2	3		3		6
	Construction Impacts		1	2	3				10
	Department of Transportation Act, Section 4(f) parcels		1	2	3				6
	Farmlands		1	1	3		2		6
	Fish, Wildlife, and Plants	1	1	2	3		3		10
	Floodplains		1	1	3		2		6
	Hazardous Materials, Pollution Prevention, and Solid Waste		1	2	3				6
	Historical, Architectural, Archeological, and Cultural Resources	1	1	2	3				7
	Light Emissions and Visual Impacts		1	1	3				4
	Natural Resources and Energy Supply		1	2	3				6
	Noise		1	1	3				4
	Secondary (Induced) Impacts		1	2	3				6
	Socioeconomic Impacts and Environmental Justice		1	2	3		3		9
	Environmental Health and Safety Risks		1	2	3				6
	Water Quality		1	2	3				6
	Wetlands	1	1	2	72		3		79
	Wild and Scenic Rivers		1	1	3		2		6
4.2	Airport Recycling, Reuse, and Waste Reduction		4	12		16	4		36
4.3	Existing and Proposed Noise Contours		2	4		4	8		18
	TOTAL Hours	4	18	48	126	20	32	0	248
	Hourly Rate	\$ 70.86	\$ 63.76	\$ 43.80	\$ 31.42	\$ 37.46	\$ 35.23	\$ 28.70	
	Direct Labor Cost	\$ 283.46	\$ 1,147.63	\$ 2,102.19	\$ 3,958.29	\$ 749.22	\$ 1,127.23	\$ -	

Expenses		TOTAL DIRECT LABOR COST		\$ 9,368.01
Meals	\$ 592.00	OVERHEAD @ 179.00%	\$ 16,768.75	
Hotel	\$ 1,000.00	TOTAL LABOR COST	\$ 26,136.76	
Rental Car/Mileage	\$ 377.56	FEE @ 15%	\$ 3,920.51	
Miscellaneous	\$ 253.17	SUBTOTAL	\$ 30,057.27	
Agency Coordination Fees	\$ 200.00	TOTAL EXPENSES	\$ 2,422.73	
Total Expenses	\$ 2,422.73	TOTAL OUTSIDE SERVICES	\$ 37,820.00	
Outside Services		TOTAL TASK	\$ 70,300.00	
		USE LUMP SUM TOTAL	\$ 70,300.00	

Appendix B: Consultant's Proposal
McFarland-Johnson, Inc.
Cities of Auburn & Lewiston
Auburn-Lewiston Municipal Airport
Project Number 19101.00
Master Plan Update

Sub task	Task 5 - Forecasts of Aviation Demand	QC Manager	Project Manager	Senior Planner/Eng.	Environmental Coordinator	Junior Planner/Eng.	Senior Technician	Assistant Technician	Hours
5.1	Aviation Forecasts								0
	Air Passengers	1	2	8		16			27
	Air Taxi Operations	1	2	12		16			31
	General Aviation Operations		2	8		16			26
	Annual Military Operations		1	2		2			5
	Annual Instrument Approaches		2	6		8			16
	Registered and Based Aircraft	1	2	8		16			27
5.2	Not Used								
5.3	Critical Aircraft	1	1	2		4			8
		4	12	46	0	78	0	0	140
	TOTAL Hours								
	Hourly Rate	\$ 70.86	\$ 63.76	\$ 43.80	\$ 31.42	\$ 37.46	\$ 35.23	\$ 28.70	
	Direct Labor Cost	\$ 283.46	\$ 765.08	\$ 2,014.60	\$ -	\$ 2,921.97	\$ -	\$ -	

TOTAL HOURS 140

Expenses

Meals	\$ -								
Hotel	\$ -								
Rental Car/Mileage	\$ -								
Transportation Cost (Tolls/Parking)	\$ -								
Miscellaneous	\$ 96.79								
Total Expenses	\$ 96.79								
<u>Outside Services</u>									
None	\$ -								
Total Outside Services:	\$ -								
TOTAL DIRECT LABOR COST	\$ 5,985.10								
OVERHEAD @ 179.00%	\$ 10,713.34								
TOTAL LABOR COST	\$ 16,698.44								
FEE @ 15%	\$ 2,504.77								
SUBTOTAL	\$ 19,203.21								
TOTAL EXPENSES	\$ 96.79								
TOTAL OUTSIDE SERVICES	\$ -								
TOTAL TASK	\$ 19,300.00								
USE LUMP SUM TOTAL	\$ 19,300.00								

Appendix B: Consultant's Proposal
 McFarland-Johnson, Inc.
 Cities of Auburn & Lewiston
 Auburn-Lewiston Municipal Airport
 Project Number 19101.00
 Master Plan Update

Sub task	Task 6 - Facility Requirements	QC Manager	Project Manager	Senior Planner/Eng.	Environmental Coordinator	Junior Planner/Eng.	Senior Technician	Assistant Technician	Hours
6.1	Airfield Capacity Analysis	1	3	8		16			28
6.2	Airside Facility Requirements								0
	Runway Design and Geometry Standards and Approach Areas	1	2	2		8	4		17
	Runway Designations			2		4			6
	Existing and Future Runway Length	1	2	4		12			19
	Taxiway Design and Geometry Standards		2	2		6			10
	Aircraft Parking Aprons		1	3		4			8
	Pavement Conditions		1	2		6			9
	Pavement Load-Bearing Capacity			1		2			3
	Airport Marking and Lighting			2		4			6
	Instrument Approaches and NAVAIDS	1	1	2		4			8
	Airspace Obstructions Review of Applicable Surfaces	1	2	4		4	4		15
	Airport Fence Line and PACS Need		1	2		4			7
6.3	Landside Facility Requirements								0
	FBO Areas and Facilities	1	2	2		6	4		15
	Aprons, Tie-downs, Hangars, and Taxilanes	1	2	2		6	4		15
	Airport Administration/Operations Offices	1	1	2		4			8
	Aviation Fuel Storage and Distribution		1	2		4			7
	Airfield Maintenance Facilities and SRE and Storage	1	2	2		6			11
	Non-Aviation Use Areas		1	2		4	4		11
6.4	Facility Requirements for a Potential Seaplane Base	1	3	4		8	8		24
	TOTAL Hours	10	27	50	0	112	28	0	227
	Hourly Rate	\$ 70.86	\$ 63.76	\$ 43.80	\$ 31.42	\$ 37.46	\$ 35.23	\$ 28.70	
	Direct Labor Cost	\$ 708.64	\$ 1,721.44	\$ 2,189.78	\$ -	\$ 4,195.64	\$ 986.33	\$ -	

Expenses		TOTAL HOURS	227
Meals	\$ -	TOTAL DIRECT LABOR COST	\$ 9,801.83
Hotel	\$ -	OVERHEAD @ 179.00%	\$ 17,545.28
Rental Car/Mileage	\$ -	TOTAL LABOR COST	\$ 27,347.11
Transportation Cost (Tolls/Parking)	\$ -	FEE @ 15%	\$ 4,102.07
Miscellaneous	\$ 50.82	SUBTOTAL	\$ 31,449.18
Total Expenses	\$ 50.82	TOTAL EXPENSES	\$ 50.82
Outside Services	None \$ -	TOTAL OUTSIDE SERVICES	\$ -
Total Outside Services:	\$0.00	TOTAL TASK	\$ 31,500.00
		USE LUMP SUM TOTAL	\$ 31,500.00

Appendix B: Consultant's Proposal
 McFarland-Johnson, Inc.
 Cities of Auburn & Lewiston
 Auburn-Lewiston Municipal Airport
 Project Number 19101.00
 Master Plan Update

4/21/2023

Sub task	Task 7 - Alternatives Analysis	QC Manager	Project Manager	Senior Planner/Eng.	Environmental Coordinator	Junior Planner/Eng.	Senior Technician	Assistant Technician	Hours
7.1	Identify Airside Alternatives	2	6	24	4	32	16		84
7.2	Identify Landside Alternatives	2	5	20	4	32	12		75
7.3	Identify Airport Land Use		3	8		16	8		35
7.4	Alternatives Analysis	1	6	16		16	16		55
7.5	Not Used								0
7.6	Selection of the Preferred Alternative	1	2	8		8	8		27
	TOTAL Hours	6	22	76	8	104	60	0	276
	Hourly Rate	\$ 70.86	\$ 63.76	\$ 43.80	\$ 31.42	\$ 37.46	\$ 35.23	\$ 28.70	
	Direct Labor Cost	\$ 425.18	\$ 1,402.65	\$ 3,328.47	\$ 251.32	\$ 3,895.95	\$ 2,113.56	\$ -	
						TOTAL HOURS			276

Expenses

Meals	\$ -
Hotel	\$ -
Rental Car/Mileage	\$ -
Transportation Cost (Tolls/Parking)	\$ -
Miscellaneous	\$ 68.11

Total Expenses

Outside Services

Total Outside Services:

TOTAL DIRECT LABOR COST	\$ 11,417.14
OVERHEAD @ 179.00%	\$ 20,436.68
TOTAL LABOR COST	\$ 31,853.82
FEE @ 15%	\$ 4,778.07
SUBTOTAL	\$ 36,631.89
TOTAL EXPENSES	\$ 68.11
TOTAL OUTSIDE SERVICES	\$ -
TOTAL TASK	\$ 36,700.00
USE LUMP SUM TOTAL	\$ 36,700.00

Appendix B: Consultant's Proposal
McFarland-Johnson, Inc.
Cities of Auburn & Lewiston
Auburn-Lewiston Municipal Airport
Project Number 19101.00
Master Plan Update

Sub task	Task 8 - Financial and Implementation Plan	QC Manager	Project Manager	Senior Planner/Eng.	Environmental Coordinator	Junior Planner/Eng.	Senior Technician	Assistant Technician	Hours
8.1	Project Phasing	1	4	8		16	12	4	45
8.2	Order of Magnitude Estimates	1	4	4	2	40			51
8.3	Airport Capital Improvement Plan (ACIP)	1	2	4		24			31
8.4	Airport Financial Plan and CIP Funding	1	2	4		32	8		47
	TOTAL Hours	4	12	20	2	112	20	4	174
	Hourly Rate	\$ 70.86	\$ 63.76	\$ 43.80	\$ 31.42	\$ 37.46	\$ 35.23	\$ 28.70	
	Direct Labor Cost	\$ 283.46	\$ 765.08	\$ 875.91	\$ 62.83	\$ 4,195.64	\$ 704.52	\$ 114.78	
						TOTAL HOURS			174

Expenses

Meals	\$ -
Hotel	\$ -
Rental Car/Mileage	\$ -
Transportation Cost (Tolls/Parking)	\$ -
Miscellaneous	\$ 133.35
Total Expenses	\$ 133.35

Outside Services

Total Outside Services:

TOTAL DIRECT LABOR COST	\$ 7,002.23
OVERHEAD @ 179.00%	\$ 12,533.99
TOTAL LABOR COST	\$ 19,536.22
FEE @ 15%	\$ 2,930.43
SUBTOTAL	\$ 22,466.65
TOTAL EXPENSES	\$ 133.35
TOTAL OUTSIDE SERVICES	\$ -
TOTAL TASK	\$ 22,600.00
USE LUMP SUM TOTAL	\$ 22,600.00

Appendix B: Consultant's Proposal
McFarland-Johnson, Inc.
Cities of Auburn & Lewiston
Auburn-Lewiston Municipal Airport
Project Number 19101.00
Master Plan Update

4/21/2023

Sub task	Task 10 – Deliverables	QC Manager	Project Manager	Senior Planner/Eng.	Environmental Coordinator	Junior Planner/Eng.	Senior Technician	Assistant Technician	Hours
10.1	Interim and Draft Reports								0
	Interim Report 1	1	2	8		14	8	4	37
	Interim Report 2	1	2	8	4	14	8	4	41
	Draft AMPU Report	1	3	8	2	14	8	4	40
10.2	Final Report	1	4	8	1	14	8	8	44
	TOTAL Hours	4	11	32	7	56	32	20	162
	Hourly Rate	\$ 70.86	\$ 63.76	\$ 43.80	\$ 31.42	\$ 37.46	\$ 35.23	\$ 28.70	
	Direct Labor Cost	\$ 283.46	\$ 701.33	\$ 1,401.46	\$ 219.91	\$ 2,097.82	\$ 1,127.23	\$ 573.92	
						TOTAL HOURS			162

Expenses

Meals	\$ -
Hotel	\$ -
Rental Car/Mileage	\$ -
Miscellaneous	\$ 149.18
Report Printing	\$ 3,000.00

Total Expenses

\$ **3,149.18**

Outside Services

None \$ -

Total Outside Services:

\$ -

TOTAL DIRECT LABOR COST	\$ 6,405.12
OVERHEAD @ 179.00%	\$ 11,465.16
TOTAL LABOR COST	\$ 17,870.28
FEE @ 15%	\$ 2,680.54
SUBTOTAL	\$ 20,550.82
TOTAL EXPENSES	\$ 3,149.18
TOTAL OUTSIDE SERVICES	\$ -
TOTAL TASK	\$ 23,700.00
USE LUMP SUM TOTAL	\$ 23,700.00

Appendix B: Consultant's Proposal
McFarland-Johnson, Inc.
Cities of Auburn & Lewiston
Auburn-Lewiston Municipal Airport
Project Number 19101.00
Master Plan Update

Sub task	Task 11 - Public Participation and Meetings	QC Manager	Project Manager	Senior Planner/Eng.	Environmental Coordinator	Junior Planner/Eng.	Senior Technician	Assistant Technician	Hours
11.1	Technical Advisory Committee (TAC) Meetings	4	26	26	2	16	16	8	98
11.2	Public Information Meetings	2	16	16	2	24	8	4	72
11.3	FAA Coordination Meeting		4	4		4	2		14
11.4	Auburn-Lewiston Airport Board of Directors Meetings		24	20		12	4	2	62
	TOTAL Hours	6	70	66	4	56	30	14	246
	Hourly Rate	\$ 70.86	\$ 63.76	\$ 43.80	\$ 31.42	\$ 37.46	\$ 35.23	\$ 28.70	
	Direct Labor Cost	\$ 425.18	\$ 4,462.99	\$ 2,890.51	\$ 125.66	\$ 2,097.82	\$ 1,056.78	\$ 401.74	
									246

Expenses

Meals	\$ 1,332.00
Hotel	\$ 2,000.00
Rental Car/Mileage	\$ 1,557.81
Transportation Cost (Tolls/Parking)	\$ 160.00
Boards and Miscellaneous	\$ 2,378.57
Total Expenses	\$ 7,428.38

Outside Services

TOTAL DIRECT LABOR COST	\$ 11,460.69
OVERHEAD @ 179.00%	\$ 20,514.63
TOTAL LABOR COST	\$ 31,975.32
FEE @ 15%	\$ 4,796.30
SUBTOTAL	\$ 36,771.62
TOTAL EXPENSES	\$ 7,428.38
TOTAL OUTSIDE SERVICES	\$ -
TOTAL TASK	\$ 44,200.00
USE LUMP SUM TOTAL	\$ 44,200.00

Appendix B: Consultant's Proposal
McFarland-Johnson, Inc.
Cities of Auburn & Lewiston
Auburn-Lewiston Municipal Airport
Project Number 19101.00
Master Plan Update

Sub task	Task 12 - DBE Plan Update	QC Manager	Project Manager	Senior Planner/Eng.	Environmental Coordinator	Junior Planner/Eng.	Senior Technician	Assistant Technician	Hours
12.1	Plan Updates - 2024-2026 DBE Plan	1	2	8			25	1	37
12.2	DBE Yearly Adjustments 2024 - 2026		4				6		10
12.3	Uniform Reports for Participation (FAA DOORS Submission)		1	4			18	1	24
	TOTAL Hours	1	7	12	0	0	49	2	71
	Hourly Rate	\$ 70.86	\$ 63.76	\$ 43.80	\$ 31.42	\$ 37.46	\$ 35.23	\$ 28.70	
	Direct Labor Cost	\$ 70.86	\$ 446.30	\$ 525.55	\$ -	\$ -	\$ 1,726.07	\$ 57.39	
									71

Expenses

Meals	
Hotel	
Rental Car/Mileage	
Transportation Cost (Tolls/Parking)	
Miscellaneous	\$ 32.22
Total Expenses	\$ 32.22

Outside Services

None	\$ -
Total Outside Services:	\$ -

TOTAL HOURS	71
TOTAL DIRECT LABOR COST	\$ 2,826.18
OVERHEAD @ 179.00%	\$ 5,058.85
TOTAL LABOR COST	\$ 7,885.03
FEE @ 15%	\$ 1,182.75
SUBTOTAL	\$ 9,067.78
TOTAL EXPENSES	\$ 32.22
TOTAL OUTSIDE SERVICES	\$ -
TOTAL TASK	\$ 9,100.00
USE LUMP SUM TOTAL	\$ 9,100.00

Expense Detail

Task 3 - Inventory

McFarland Johnson, Inc.

Cities of Auburn & Lewiston

Auburn-Lewiston Municipal Airport

Project Number 19101.00

Master Plan Update

Task 3.1

	<u>Staff</u>	<u>Cost / Day</u>	<u>No. of Days</u>			
Rental Car From Acton, MA	1	\$ 50.00	2	\$ 100.00		
Tolls	1	\$ 8.00	2	\$ 16.00		
Rental Car From Concord, NH	1	\$ 50.00	2	\$ 100.00		
Tolls	1	\$ 8.00	2	\$ 16.00		
Hotel	2	\$ 250.00	1	\$ 500.00		
	<u>Miles (R.T.)</u>	<u>MPG</u>	<u>Cost/Gallon</u>			
Fuel for Rental Car	525	20	\$ 4.25	1	\$ 111.56	
Meals	2	\$ 74.00	2	\$ 296.00		
Miscellaneous Expenses					\$ 144.72	
					Task 3.1 Subtotal	\$ 1,284.28

Task 3.2

Miscellaneous Expenses					\$ 150.00	
					Task 3.2 Subtotal	\$ 150.00

Total Task 3 Expenses: \$ 1,434.28

Expense Detail

Task 4 - Environmental Overview
McFarland Johnson, Inc.
Cities of Auburn & Lewiston
Auburn-Lewiston Municipal Airport
Project Number 19101.00
Master Plan Update

Task 4.1

	<u>Staff</u>	<u>Cost / Day</u>	<u>No. of Days</u>	
Rental Car From Acton, MA	1	\$ 50.00	5	\$ 250.00
Tolls	1	\$ 8.00	2	\$ 16.00
Hotel	1	\$ 250.00	4	\$ 1,000.00
	<u>Miles (R.T.)</u>	<u>MPG</u>	<u>Cost/Gallon</u>	
Fuel for Rental Car	525	20	\$ 4.25	\$ 111.56
Meals	2	\$ 74.00	4	\$ 592.00
Miscellaneous Expenses				\$ 103.17
Agency Coordination Fees		\$ 200.00	1	\$ 200.00
			Task 4.1 Subtotal	<u>\$ 2,272.73</u>

Task 4.2

Miscellaneous Expenses				\$ 150.00
			Task 4.2 Subtotal	<u>\$ 150.00</u>

Total Task 4 Expenses: \$ 2,422.73

Expense Detail

Task 11 - Public Participation and Meetings

McFarland Johnson, Inc.

Cities of Auburn & Lewiston

Auburn-Lewiston Municipal Airport

Project Number 19101.00

Master Plan Update

Task 11.1

TAC #1/Public Meeting #1	<u>Staff</u>	<u>Cost / Day</u>	<u>No. of Days</u>		
Rental Car From Acton, MA	1	\$ 50.00	2	\$ 100.00	
Tolls	1	\$ 8.00	2	\$ 16.00	
Rental Car From Concord, NH	1	\$ 50.00	2	\$ 100.00	
Tolls	1	\$ 8.00	2	\$ 16.00	
Hotel	2	\$ 250.00	1	\$ 500.00	
	<u>Miles (R.T.)</u>	<u>MPG</u>	<u>Cost/Gallon</u>		
Fuel for Rental Car	525	20	\$ 4.25	1	\$ 111.56
Meals	2	\$ 74.00	2	\$ 296.00	
Boards	1	\$ 150.00	6	\$ 900.00	
Miscellaneous Expenses				<u>\$ 150.00</u>	

TAC #2	<u>Staff</u>	<u>Cost / Day</u>	<u>No. of Days</u>		
Rental Car From Acton, MA	1	\$ 50.00	2	\$ 100.00	
Tolls	1	\$ 8.00	2	\$ 16.00	
Rental Car From Concord, NH	1	\$ 50.00	2	\$ 100.00	
Tolls	1	\$ 8.00	2	\$ 16.00	
Hotel	2	\$ 250.00	0	\$ -	
	<u>Miles (R.T.)</u>	<u>MPG</u>	<u>Cost/Gallon</u>		
Fuel for Rental Car	525	20	\$ 4.25	1	\$ 111.56
Meals	2	\$ 74.00	1	\$ 148.00	
Boards	1	\$ 150.00	0	\$ -	
Miscellaneous Expenses				<u>\$ 150.00</u>	

Task 11.1 Subtotal \$ 2,831.13

Task 11.2

Public Meeting #2	<u>Staff</u>	<u>Cost / Day</u>	<u>No. of Days</u>		
Rental Car From Acton, MA	1	\$ 50.00	2	\$ 100.00	
Tolls	1	\$ 8.00	2	\$ 16.00	
Rental Car From Concord, NH	1	\$ 50.00	2	\$ 100.00	
Tolls	1	\$ 8.00	2	\$ 16.00	
Hotel	2	\$ 250.00	1	\$ 500.00	
	<u>Miles (R.T.)</u>	<u>MPG</u>	<u>Cost/Gallon</u>		
Fuel for Rental Car	525	20	\$ 4.25	1	\$ 111.56
Meals	2	\$ 74.00	2	\$ 296.00	
Boards	1	\$ 150.00	6	\$ 900.00	
Miscellaneous Expenses				<u>\$ 150.00</u>	

Task 11.2 Subtotal \$ 2,189.56

Task 11.3

Miscellaneous Expenses

	\$ 78.57
Task 11.3 Subtotal	\$ 78.57

Task 11.4**LEW BOD Meetings**

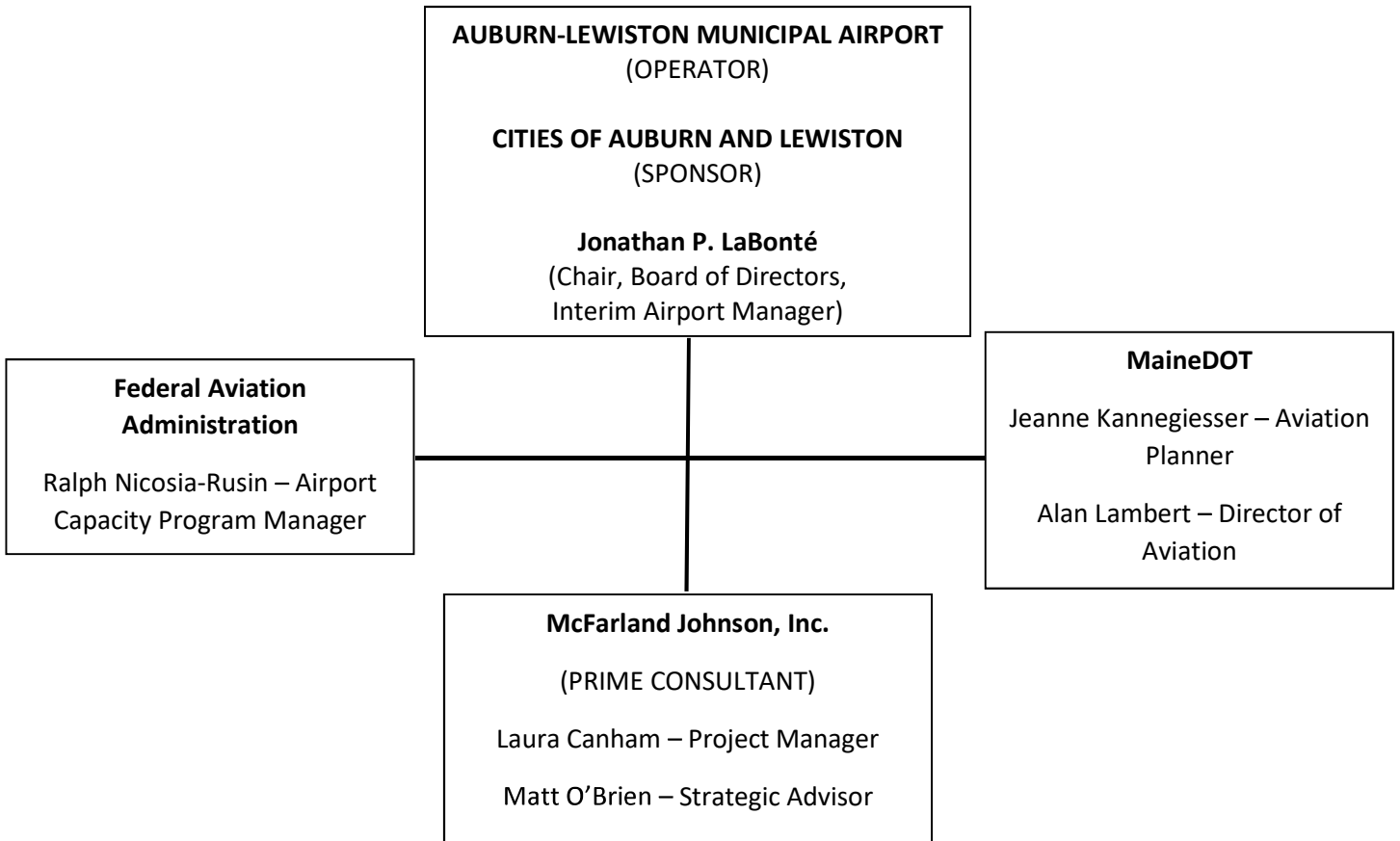
	Staff	Cost / Day	No. of Days	
Rental Car From Acton, MA	1	\$ 50.00	4	\$ 200.00
Tolls	1	\$ 8.00	4	\$ 32.00
Rental Car From Concord, NH	1	\$ 50.00	4	\$ 200.00
Tolls	1	\$ 8.00	4	\$ 32.00
Hotel	2	\$ 250.00	2	\$ 1,000.00
	<u>Miles (R.T.)</u>	<u>MPG</u>	<u>Cost/Gallon</u>	
Fuel for Rental Car	525	20	\$ 4.25	\$ 223.13
Meals	2	\$ 74.00	4	\$ 592.00
Miscellaneous Expenses				\$ 50.00
			Task 11.4 Subtotal	\$ 2,329.13

Total Task 11 Expenses: \$ 7,428.38

**PROFESSIONAL SERVICES FOR
PLANNING SERVICES
FOR
AUBURN-LEWISTON MUNICIPAL AIRPORT MASTER PLAN**

ORGANIZATIONAL CHART

APRIL 24, 2023



Drug-Free Workplace Airport Improvement Program Sponsor Certification

Sponsor: Cities of Auburn and Lewiston

Airport: Auburn-Lewiston Municipal Airport

Project Number: 3-23-0002-XXX-2023

Description of Work: Airport Master Plan Update

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: Auburn-Lewiston Municipal Airport
Address: 80 Airport Drive, Auburn, Maine 04210

Location 2 (if applicable)

Name of Location: McFarland-Johnson, Inc.
Address: 53 Regional Drive, Concord, New Hampshire 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 3rd day of May, 2023

Name of Sponsor: Cities of Auburn and Lewiston

Name of Sponsor's Authorized Official: Jonathan LaBonte

Title of Sponsor's Authorized Official: Chair, Board of Directors

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: Cities of Auburn and Lewiston

Airport: Auburn-Lewiston Municipal Airport

Project Number: 3-23-0002-XXX-2023

Description of Work: Airport Master Plan Update

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 3rd day of May, 2023 :

Name of Sponsor: Cities of Auburn and Lewiston

Name of Sponsor's Authorized Official: Jonathan LaBonte

Title of Sponsor's Authorized Official: Chair, Board of Directors

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			
Cities of Auburn and Lewiston			
* PRINTED NAME AND TITLE OF AUTHORIZED REPRESENTATIVE			
Prefix: Mr.	*First Name: Jonathan	Middle Name: P.	
*Last Name: LaBonte		Suffix:	
*Title: Chair, Board of Directors			
* SIGNATURE:			* DATE: 5/3/23



Selection of Consultants

Airport Improvement Program Sponsor Certification

Sponsor: Cities of Auburn and Lewiston

Airport: Auburn-Lewiston Municipal Airport

Project Number: 3-23-0002-XXX-2023

Description of Work: Airport Master Plan Update

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 contact 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.

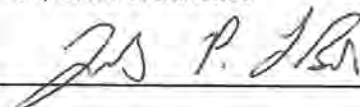
I declare under penalty of perjury that the foregoing is true and correct. I understand that knowingly and willfully providing false information to the federal government is a violation of 18 USC § 1001 (False Statements) and could subject me to fines, imprisonment, or both.

Executed on this 3rd day of May, 2023.

Name of Sponsor: Cities of Auburn and Lewiston

Name of Sponsor's Authorized Official: Jonathan LaBonte

Title of Sponsor's Authorized Official: Chair, Board of Directors

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
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 Cities of Auburn and Lewiston, Maine, 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 11/17/2022.

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

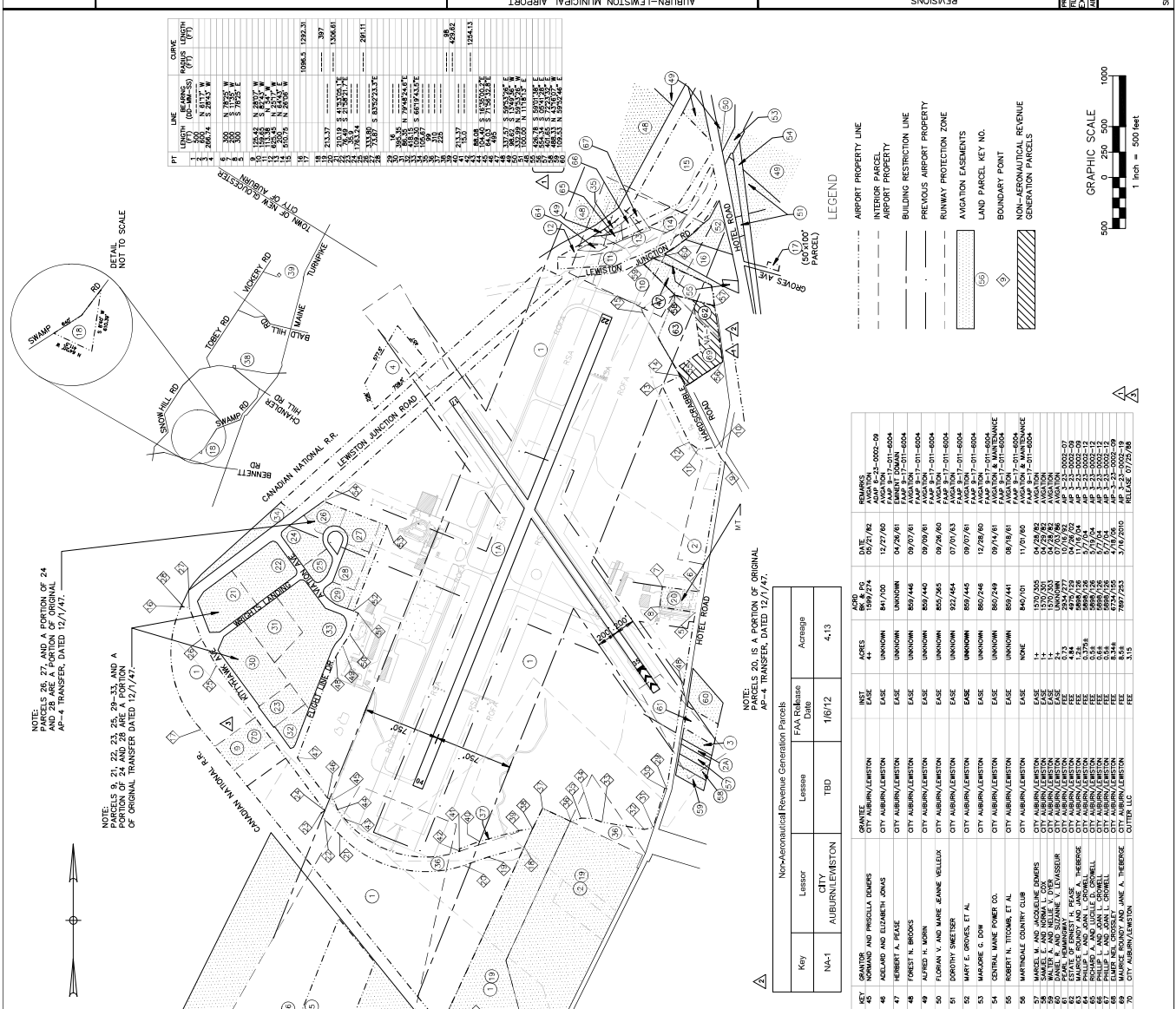
NUMBER	TITLE
150/5300-16B	General Guidance and Specifications for Aeronautical Surveys: Establishment of Geodetic Control and Submission to the National Geodetic Survey
150/5300-17C, Change 1	Standards for Using Remote Sensing Technologies in Airport Surveys
150/5300-18B, Change 1	General Guidance and 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



NOTE: PARCELS 26, 27, AND A PORTION OF 24 AND 28 ARE A PORTION OF ORIGINAL AP-4 TRANSFER, DATED 12/17/17.
 NOTE: PARCELS 9, 21, 22, 23, 25, 29-33, AND A PORTION OF 24 AND 28 ARE A PORTION OF ORIGINAL TRANSFER DATED 12/17/17.

NOTE: PARCELS 20 IS A PORTION OF ORIGINAL AP-4 TRANSFER, DATED 12/17/17.

KEY	GRANTOR	LESSOR	GRANTEE	INST. DATE	ACRES	PK & PG	REMARKS
1	UNITED STATES OF AMERICA	CITY AUBURN/LEWISTON	CITY AUBURN/LEWISTON	12/27/90	4.13	1587/274	ADP 2-33-0002-09
2	UNITED STATES OF AMERICA	CITY AUBURN/LEWISTON	CITY AUBURN/LEWISTON	12/27/90	UNKN	UNKN	ADP 18-17-01-6004
3	UNITED STATES OF AMERICA	CITY AUBURN/LEWISTON	CITY AUBURN/LEWISTON	12/27/90	UNKN	UNKN	ADP 18-17-01-6004
4	UNITED STATES OF AMERICA	CITY AUBURN/LEWISTON	CITY AUBURN/LEWISTON	12/27/90	UNKN	UNKN	ADP 18-17-01-6004
5	UNITED STATES OF AMERICA	CITY AUBURN/LEWISTON	CITY AUBURN/LEWISTON	12/27/90	UNKN	UNKN	ADP 18-17-01-6004
6	UNITED STATES OF AMERICA	CITY AUBURN/LEWISTON	CITY AUBURN/LEWISTON	12/27/90	UNKN	UNKN	ADP 18-17-01-6004
7	UNITED STATES OF AMERICA	CITY AUBURN/LEWISTON	CITY AUBURN/LEWISTON	12/27/90	UNKN	UNKN	ADP 18-17-01-6004
8	UNITED STATES OF AMERICA	CITY AUBURN/LEWISTON	CITY AUBURN/LEWISTON	12/27/90	UNKN	UNKN	ADP 18-17-01-6004
9	UNITED STATES OF AMERICA	CITY AUBURN/LEWISTON	CITY AUBURN/LEWISTON	12/27/90	UNKN	UNKN	ADP 18-17-01-6004
10	UNITED STATES OF AMERICA	CITY AUBURN/LEWISTON	CITY AUBURN/LEWISTON	12/27/90	UNKN	UNKN	ADP 18-17-01-6004
11	UNITED STATES OF AMERICA	CITY AUBURN/LEWISTON	CITY AUBURN/LEWISTON	12/27/90	UNKN	UNKN	ADP 18-17-01-6004
12	UNITED STATES OF AMERICA	CITY AUBURN/LEWISTON	CITY AUBURN/LEWISTON	12/27/90	UNKN	UNKN	ADP 18-17-01-6004
13	UNITED STATES OF AMERICA	CITY AUBURN/LEWISTON	CITY AUBURN/LEWISTON	12/27/90	UNKN	UNKN	ADP 18-17-01-6004
14	UNITED STATES OF AMERICA	CITY AUBURN/LEWISTON	CITY AUBURN/LEWISTON	12/27/90	UNKN	UNKN	ADP 18-17-01-6004
15	UNITED STATES OF AMERICA	CITY AUBURN/LEWISTON	CITY AUBURN/LEWISTON	12/27/90	UNKN	UNKN	ADP 18-17-01-6004
16	UNITED STATES OF AMERICA	CITY AUBURN/LEWISTON	CITY AUBURN/LEWISTON	12/27/90	UNKN	UNKN	ADP 18-17-01-6004
17	UNITED STATES OF AMERICA	CITY AUBURN/LEWISTON	CITY AUBURN/LEWISTON	12/27/90	UNKN	UNKN	ADP 18-17-01-6004
18	UNITED STATES OF AMERICA	CITY AUBURN/LEWISTON	CITY AUBURN/LEWISTON	12/27/90	UNKN	UNKN	ADP 18-17-01-6004
19	UNITED STATES OF AMERICA	CITY AUBURN/LEWISTON	CITY AUBURN/LEWISTON	12/27/90	UNKN	UNKN	ADP 18-17-01-6004
20	UNITED STATES OF AMERICA	CITY AUBURN/LEWISTON	CITY AUBURN/LEWISTON	12/27/90	UNKN	UNKN	ADP 18-17-01-6004
21	UNITED STATES OF AMERICA	CITY AUBURN/LEWISTON	CITY AUBURN/LEWISTON	12/27/90	UNKN	UNKN	ADP 18-17-01-6004
22	UNITED STATES OF AMERICA	CITY AUBURN/LEWISTON	CITY AUBURN/LEWISTON	12/27/90	UNKN	UNKN	ADP 18-17-01-6004
23	UNITED STATES OF AMERICA	CITY AUBURN/LEWISTON	CITY AUBURN/LEWISTON	12/27/90	UNKN	UNKN	ADP 18-17-01-6004
24	UNITED STATES OF AMERICA	CITY AUBURN/LEWISTON	CITY AUBURN/LEWISTON	12/27/90	UNKN	UNKN	ADP 18-17-01-6004
25	UNITED STATES OF AMERICA	CITY AUBURN/LEWISTON	CITY AUBURN/LEWISTON	12/27/90	UNKN	UNKN	ADP 18-17-01-6004
26	UNITED STATES OF AMERICA	CITY AUBURN/LEWISTON	CITY AUBURN/LEWISTON	12/27/90	UNKN	UNKN	ADP 18-17-01-6004
27	UNITED STATES OF AMERICA	CITY AUBURN/LEWISTON	CITY AUBURN/LEWISTON	12/27/90	UNKN	UNKN	ADP 18-17-01-6004
28	UNITED STATES OF AMERICA	CITY AUBURN/LEWISTON	CITY AUBURN/LEWISTON	12/27/90	UNKN	UNKN	ADP 18-17-01-6004
29	UNITED STATES OF AMERICA	CITY AUBURN/LEWISTON	CITY AUBURN/LEWISTON	12/27/90	UNKN	UNKN	ADP 18-17-01-6004
30	UNITED STATES OF AMERICA	CITY AUBURN/LEWISTON	CITY AUBURN/LEWISTON	12/27/90	UNKN	UNKN	ADP 18-17-01-6004
31	UNITED STATES OF AMERICA	CITY AUBURN/LEWISTON	CITY AUBURN/LEWISTON	12/27/90	UNKN	UNKN	ADP 18-17-01-6004
32	UNITED STATES OF AMERICA	CITY AUBURN/LEWISTON	CITY AUBURN/LEWISTON	12/27/90	UNKN	UNKN	ADP 18-17-01-6004
33	UNITED STATES OF AMERICA	CITY AUBURN/LEWISTON	CITY AUBURN/LEWISTON	12/27/90	UNKN	UNKN	ADP 18-17-01-6004
34	UNITED STATES OF AMERICA	CITY AUBURN/LEWISTON	CITY AUBURN/LEWISTON	12/27/90	UNKN	UNKN	ADP 18-17-01-6004
35	UNITED STATES OF AMERICA	CITY AUBURN/LEWISTON	CITY AUBURN/LEWISTON	12/27/90	UNKN	UNKN	ADP 18-17-01-6004
36	UNITED STATES OF AMERICA	CITY AUBURN/LEWISTON	CITY AUBURN/LEWISTON	12/27/90	UNKN	UNKN	ADP 18-17-01-6004
37	UNITED STATES OF AMERICA	CITY AUBURN/LEWISTON	CITY AUBURN/LEWISTON	12/27/90	UNKN	UNKN	ADP 18-17-01-6004
38	UNITED STATES OF AMERICA	CITY AUBURN/LEWISTON	CITY AUBURN/LEWISTON	12/27/90	UNKN	UNKN	ADP 18-17-01-6004
39	UNITED STATES OF AMERICA	CITY AUBURN/LEWISTON	CITY AUBURN/LEWISTON	12/27/90	UNKN	UNKN	ADP 18-17-01-6004
40	UNITED STATES OF AMERICA	CITY AUBURN/LEWISTON	CITY AUBURN/LEWISTON	12/27/90	UNKN	UNKN	ADP 18-17-01-6004
41	UNITED STATES OF AMERICA	CITY AUBURN/LEWISTON	CITY AUBURN/LEWISTON	12/27/90	UNKN	UNKN	ADP 18-17-01-6004
42	UNITED STATES OF AMERICA	CITY AUBURN/LEWISTON	CITY AUBURN/LEWISTON	12/27/90	UNKN	UNKN	ADP 18-17-01-6004
43	UNITED STATES OF AMERICA	CITY AUBURN/LEWISTON	CITY AUBURN/LEWISTON	12/27/90	UNKN	UNKN	ADP 18-17-01-6004
44	UNITED STATES OF AMERICA	CITY AUBURN/LEWISTON	CITY AUBURN/LEWISTON	12/27/90	UNKN	UNKN	ADP 18-17-01-6004

KEY	GRANTOR	LESSOR	GRANTEE	INST. DATE	ACRES	PK & PG	REMARKS
45	HOMARD AND PHILLIS HOMERS	CITY AUBURN/LEWISTON	CITY AUBURN/LEWISTON	05/17/82	UNKN	UNKN	ADP 2-33-0002-09
46	HELMOLD AND ELIZABETH JONES	CITY AUBURN/LEWISTON	CITY AUBURN/LEWISTON	04/17/00	UNKN	UNKN	ADP 18-17-01-6004
47	HEBERT A. PEASE	CITY AUBURN/LEWISTON	CITY AUBURN/LEWISTON	09/07/81	UNKN	UNKN	ADP 18-17-01-6004
48	FOREST H. BROOKS	CITY AUBURN/LEWISTON	CITY AUBURN/LEWISTON	09/07/81	UNKN	UNKN	ADP 18-17-01-6004
49	ALFRED H. BROOKS	CITY AUBURN/LEWISTON	CITY AUBURN/LEWISTON	09/07/81	UNKN	UNKN	ADP 18-17-01-6004
50	FLOREN W. AND WIFE JEANNE VELEUX	CITY AUBURN/LEWISTON	CITY AUBURN/LEWISTON	09/07/81	UNKN	UNKN	ADP 18-17-01-6004
51	DOROTHY SWETZER	CITY AUBURN/LEWISTON	CITY AUBURN/LEWISTON	09/07/81	UNKN	UNKN	ADP 18-17-01-6004
52	MARY E. GROVES, ET AL	CITY AUBURN/LEWISTON	CITY AUBURN/LEWISTON	09/07/81	UNKN	UNKN	ADP 18-17-01-6004
53	MARGARET C. DOW	CITY AUBURN/LEWISTON	CITY AUBURN/LEWISTON	09/07/81	UNKN	UNKN	ADP 18-17-01-6004
54	CENTRAL WARE POWER CO.	CITY AUBURN/LEWISTON	CITY AUBURN/LEWISTON	09/07/81	UNKN	UNKN	ADP 18-17-01-6004
55	ROBERT H. TITCOMB, ET AL	CITY AUBURN/LEWISTON	CITY AUBURN/LEWISTON	09/07/81	UNKN	UNKN	ADP 18-17-01-6004
56	MARTINDALE COUNTRY CLUB	CITY AUBURN/LEWISTON	CITY AUBURN/LEWISTON	09/07/81	UNKN	UNKN	ADP 18-17-01-6004
57	MARKELL A. AND WIFE LUCILLE COOMBS	CITY AUBURN/LEWISTON	CITY AUBURN/LEWISTON	09/07/81	UNKN	UNKN	ADP 18-17-01-6004
58	MARKELL A. AND WIFE LUCILLE COOMBS	CITY AUBURN/LEWISTON	CITY AUBURN/LEWISTON	09/07/81	UNKN	UNKN	ADP 18-17-01-6004
59	DANIEL W. AND WIFE JUDITH M. DUNN	CITY AUBURN/LEWISTON	CITY AUBURN/LEWISTON	09/07/81	UNKN	UNKN	ADP 18-17-01-6004
60	ESTATE OF PRINCE H. PEASE	CITY AUBURN/LEWISTON	CITY AUBURN/LEWISTON	09/07/81	UNKN	UNKN	ADP 18-17-01-6004
61	PHILIP W. AND WIFE JUDITH M. DUNN	CITY AUBURN/LEWISTON	CITY AUBURN/LEWISTON	09/07/81	UNKN	UNKN	ADP 18-17-01-6004
62	PHILIP W. AND WIFE JUDITH M. DUNN	CITY AUBURN/LEWISTON	CITY AUBURN/LEWISTON	09/07/81	UNKN	UNKN	ADP 18-17-01-6004
63	PHILIP W. AND WIFE JUDITH M. DUNN	CITY AUBURN/LEWISTON	CITY AUBURN/LEWISTON	09/07/81	UNKN	UNKN	ADP 18-17-01-6004
64	PHILIP W. AND WIFE JUDITH M. DUNN	CITY AUBURN/LEWISTON	CITY AUBURN/LEWISTON	09/07/81	UNKN	UNKN	ADP 18-17-01-6004
65	PHILIP W. AND WIFE JUDITH M. DUNN	CITY AUBURN/LEWISTON	CITY AUBURN/LEWISTON	09/07/81	UNKN	UNKN	ADP 18-17-01-6004
66	PHILIP W. AND WIFE JUDITH M. DUNN	CITY AUBURN/LEWISTON	CITY AUBURN/LEWISTON	09/07/81	UNKN	UNKN	ADP 18-17-01-6004
67	PHILIP W. AND WIFE JUDITH M. DUNN	CITY AUBURN/LEWISTON	CITY AUBURN/LEWISTON	09/07/81	UNKN	UNKN	ADP 18-17-01-6004
68	PHILIP W. AND WIFE JUDITH M. DUNN	CITY AUBURN/LEWISTON	CITY AUBURN/LEWISTON	09/07/81	UNKN	UNKN	ADP 18-17-01-6004
69	MARIE ROONEY AND JANE A. THERRE	CITY AUBURN/LEWISTON	CITY AUBURN/LEWISTON	09/07/81	UNKN	UNKN	ADP 18-17-01-6004
70	CITY AUBURN/LEWISTON	CITY AUBURN/LEWISTON	CITY AUBURN/LEWISTON	09/07/81	UNKN	UNKN	ADP 18-17-01-6004