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FAA Central Region Airports Division



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Airport NEWS is a quarterly newsletter of the FAA Central Region Airports Division. Viewers can elect to receive an email notification of new editions by selecting the "Subscribe" link located near the top of the [AirportNews](#) webpage.

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Manager's Message

We have received many questions about the "Reducing Flight Delays Act of 2013" signed by the President on May 1, 2013 and its impact on planned Airport Improvement Program (AIP) projects. The law allows up to \$253 million to be transferred from FY13 AIP Discretionary made available from AIP carryover funds to appropriate FAA accounts to prevent reduced FAA operations and staffing during the remainder of FY13. This legislation allowed the FAA to suspend staff furloughs, most notably in the Air Traffic Organization, which were having a negative effect on air travel.

If your planned project(s) involve only entitlement funding, there is no direct impact. The new law does not affect airports' available entitlement funds. You should be progressing as quickly as possible to get your FY13 projects bid or agreements negotiated. Entitlements not used by an airport in FY13 will be made available to the airport in FY14. The sooner you can let us know the amount of entitlement money you intend to carry over, the better.

As is the case every year, discretionary funding is never guaranteed, but it is even tougher to estimate available funds this year. The final impact that a \$253 million reduction in AIP carryover will have on FY13 projects depends on the total amount of AIP carryover funds in FY13, and therefore the total amount of discretionary funding available. It is important that you continue to work closely with your FAA project manager.

It is another complicated year for the AIP program, but together we are making it successful for the airports in Central Region. As the FY13 AIP quickly approaches the end (September 30), please keep in mind important deadlines for your projects. These are highlighted on Page 2.

Jim Johnson
Manager, Airports Division

Airport Summer Events

Summer and fall are busy times at General Aviation (GA) airports. With the nice weather, pilots get out more and businesses, such as ag sprayers, pick up operations.

Other things that pick up at this time are non-aeronautical events at airports. These events (car races, tractor pulls, running/walking races, etc.) must be pre-approved by the FAA Airports Division Compliance Specialist and the FAA Flights Standards District Office. We need the information at least 30 days prior to the event. This request process is required every time this type of event is held even if it is the same event year after year.

If you are planning a non-aeronautical event within the FAA Central Region, please contact Lynn Martin, the Regional Compliance Specialist at 816-329-2644.

*Lynn Martin
Compliance Specialist
FAA Central Region*



Airfield Construction and V/PDs

As we enter the summer months of 2013, construction activity within the airport operations area (AOA) starts to pick up. Along with this increase in airfield activity, the risk of vehicle/pedestrian deviations (V/PDs) also increases.

Construction activity adjacent to movement areas disrupts normal taxi routes and can contribute to vehicle, pedestrian, pilot deviations and accidents.

Closed runways and taxiways can cause pilot and vehicle driver confusion if warning devices are inadequate with conveying proper information. This includes insufficient barricades, inadequate lighting and misleading or ambiguous guidance signs.

Airport operators should place special emphasis on limiting and avoiding V/PDs at their airport during periods of airfield construction activity. For projects funded, under the Airport Improvement Program (AIP), this starts with the preparation of an effective Construction Safety and Phasing Plan (CSPP). The CSPP is a comprehensive safety management strategy with the primary objective of limiting adverse effect and risk due to temporary construction activity.

Because of the increase risk of V/PDs associated with airfield construction activity, the FAA issued CertAlert 09-11 on July 1, 2009 to alert airport operators of this risk and to provide guidance on reducing this risk. This alert emphasizes many of the same effective measures required of a standard CSPP. These include:

1. Ensuring all contractor personnel are properly trained on working and driving within the AOA
2. Coordinating impact with tenants, FAA personnel and other airport stakeholders
3. Ensuring proper NOTAMs are in place
4. Separating construction traffic from aircraft taxiing areas
5. Monitoring location and effectiveness of hazard warning devices (i.e. barricades, beacons, etc.)
6. Holding weekly safety meetings with contractor and airport tenants to discuss issues and concerns

We ask that take a proactive approach towards establishing a safety culture at your airport. If you have airfield construction activity occurring this year, regardless of whether or not you are a Part 139 airport, please take appropriate action to manage risk and reduce adverse effect to aircraft operating at your airport.

FY-2013 Critical Dates

The FAA recently published a Federal Register notice addressing deadline information for Sponsors anticipating to use their FY-2013 entitlement funds. Sponsors must have provided notice of their intent to use their entitlement funds by May 1. By **July 26, 2013**, Sponsors must also submit their grant application based upon defined project costs. Failure to meet these deadlines may result in the FAA taking action to carry over their entitlement funds to FY-2014. Another deadline not addressed by the Federal Register notice is **September 18, 2013**. By this date, Sponsors who receive a grant offer, must return an executed copy of the grant to the FAA. To avoid delays, we request Sponsors schedule any necessary approval actions (Council Meeting etc.) at this time. Please immediately contact your FAA project manager if you are unable to meet this deadline dates.

Improving Equipment Specifications

Sponsors who acquire equipment under AIP, such as snow removal equipment, are obligated to meet two fundamental goals when developing specifications: attracting the maximum amount of competition for bidding, and ensuring that all procured equipment will meet the justified needs of the airport.

As such, the Central Region will not accept any sponsor-developed snow removal equipment specifications that deviate from the standard specifications in AC 150/5220-20 unless specific justification is given and the modification to standards approved by the FAA.



Best Practices for AIP-supported Equipment Acquisition

- Review the Central Region AIP Sponsor Guide section 1200, and the applicable sections of Advisory Circular 150/5220-20 for the type of equipment you are considering.
- Use the minimum specifications found in AC 150/5220-20 as a baseline. If you propose to use a locally developed specification, it must closely conform to the content of the AC.
- Consult with your FAA Project Manager prior to imposing additional requirements or modifications. This helps ensure that competition is not unduly restricted, and that the equipment remains AIP-eligible. Requiring “nice to have” items such as backup cameras or satellite radio capability will not be supported.

- If a modification is approved, use a performance specification, e.g. requiring a piece of equipment have a fuel capacity of 8 hours at normal operating power. Prescriptive specifications, such as specifying the size of the fuel tank and maximum fuel consumption of the engine, are much more difficult for suppliers to meet, are more difficult to measure/inspect, and do not enhance the ultimate utility of the equipment.
- Do not specify brand name equipment, even for subcomponents. If there is a special requirement, it is better to identify the important characteristics that allow all suppliers to bid. Adding the term “or equal” to a brand name will not eliminate this requirement as you would still have to identify the salient characteristics of the brand name item to provide a uniform basis for equality. Please refrain from using the term “or approved equal.”
- Suppliers frequently request exceptions. After coordinating the change with the FAA, handle all changes through bid addendum. Offering exceptions to one supplier without informing the others gives the appearance of favoritism. Do not allow the bidder to offer exceptions as part of the bidding package as uniformity will be nearly impossible to determine.

Summary

Far too many equipment procurement bids incur protests that could have been avoided. In addition, deviating from standards will likely jeopardize AIP funding in your equipment acquisition. By using the standard FAA specifications, you are using a nationwide, tested standard that can be met by several suppliers, thus maximizing competition and efficiently using limited AIP dollars.

Donald Harper
Project Manager
FAA Central Region

Airports External Portal (AEP)

The Federal Aviation Administration (FAA) Office of Airports is approaching a key milestone in furthering our efforts to improve communications with both airport sponsors and state aeronautical agencies.

We have completed the development of a web-based application that will enable airport sponsors and state agencies to provide data electronically to the FAA regarding the National Plan of Integrated Airport Systems (NPIAS), Capital Improvement Plan (CIP) processes and ongoing Airport Improvement Plan (AIP) grant administration. This article outlines the steps we are taking to engage and train airport sponsors, state aeronautical agencies and the consultant community.

Background and Benefits to Airports and States

The FAA uses a database called the "System of Airports Reporting" (SOAR) to assist in administering several key program areas. Most of the existing SOAR functionality is internal to the FAA and was built a decade ago. Over the last few years, we have engaged in a variety of efforts to improve SOAR. One of those initiatives is now complete and is being implemented.

This new SOAR module is now available to all airport sponsors, state agencies, and their designated representatives to provide certain data through SOAR, and to see the status of that data in a way that has not previously been supported electronically. In the past, airport sponsors have submitted proposed project data to their FAA planner who then input it into SOAR. There was no means of seeing the data once submitted. This new module will now make it possible for airport sponsors to see what they have submitted previously, and make only selected updates as necessary.

We refer to this new addition as the Airports External Portal or AEP. It will now provide a way for all NPIAS airport sponsors to submit project data to the FAA electronically, in a standardized, structured format. The AEP is accessible to any authorized user with access to the internet. However, viewing and/or editing privileges are username and password controlled.

Additional Details on AEP

AEP will function as a web-based SOAR application for all airport sponsors, giving them the ability to:

- Electronically submit data on planned and proposed projects for consideration in the NPIAS and ACIP processes;
- See the status of that data (i.e., whether FAA has pulled it into SOAR for consideration);
- Provide periodic updates on physical grant completion percentages; and
- Update and maintain essential airport contact data.

The AEP will also serve as the new "front door" for public agency access to the PFC external module. These users will continue to maintain their existing username/password for access through the AEP.

Implementation, Communications and Outreach Plan

1. **On-line training.** Prior to accessing the AEP, everyone will be required to watch a 10-minute, on-line training video.
2. **Phased implementation:**
 - a. **Phase 1** was completed January 31, 2013.
 - This was a voluntary 3-month period where any airport sponsor or state aeronautical agency could request and receive access to AEP.
 - The FAA made a concerted effort to get all block-grant states, channeling-act states, and other state aviation organizations access during this period.
 - All external PFC users began using AEP as the path to access the SOAR PFC external module.
 - b. We are now implementing **Phase 2** through April 30, 2013.
 - During this period the FAA will work to add any remaining Primary airport sponsors that did not participate in the voluntary period.
 - c. **Phase 3** will occur from May 1, 2013 through October 31, 2013.
 - During this 6-month period, the FAA will work to add all remaining sponsors and state agencies.
 - d. **Help-desk support continuous starting November 1, 2012**
 - The SOAR support team recognizes and is prepared for a potential increase in Help Desk inquiries.
Help desk contact information: e:mail – ARP-SOAR@faa.gov, phone – (703) 377-7682
 - This link <https://aep.airports.faa.gov> will give you access to the "New User" button to fill out the appropriate information. The designated FAA contact can also help you through this initial process.

We think you and your associates will find this module represents a significant improvement in how we communicate regarding the planning and development needs of the nation's airports. We look forward to hearing your feedback as we move through the implementation process. If you have any questions, please contact me at (816) 329-2645.

*Mark Schenkelberg
Planning Team Lead
FAA Central Region*

Protection of Underground Utilities During Airfield Construction

The protection of existing underground airfield cables during airfield construction project is critical towards maintaining operational safety of the airport. Failure to properly address identification and protection of existing utilities can result in an adverse effect to aeronautical operations as well as to the project itself.

- Damage to existing cables can lead to unscheduled loss of service for equipment such as airfield lighting, navigational aids and communication equipment.
- Projects delays can result due to the time required to assess the conflict, negotiate an reasonable price and construct the agreed upon corrective action
- Negotiating price for work under a supplemental agreement often results in a paying a premium price for the additional work since costs are negotiated rather than competitively bid.

Airfield construction projects funded under the Airport Improvement require the preparation of a Construction Safety and Phasing Plan. Section 215 of AC 150/5370-2F addresses the Sponsor's requirement to incorporate procedures for locating and protecting existing underground cables.

Airfield construction projects at Part 139 airports also require procedures that appropriately protect existing utilities. §139.341 states the following: *"Provide procedures, such as a review of all appropriate utility plans prior to construction, for avoiding damage to existing utilities, cables, wires, conduits, pipelines, or other underground facilities."*

The investigation of existing utilities should typically occur during the design phase. This allows the Sponsor time to coordinate any conflict that may result from their proposed project. This also permits time to establish appropriate mitigating measures in the CSPP and if needed, time to establish a FAA reimbursable agreement.

The extent of a potential conflict will dictate the level of effort that is necessary during the preliminary design phase for site investigation. If the potential conflict is associated with installing new underground cable that intersects existing underground cable, the effort associated with researching available record drawings may be sufficient. The project plans would then indicate the horizontal location of the existing cable and the contract specification would include measures to expose and protect the existing cables. Under this scenario, there should be little to no cost impact if the contractor has to adjust the vertical location of the cable in the field in order to avoid the existing cable.

Potential conflicts associated with improvements that require exact grade control (i.e. airfield pavements, storm sewer lines, etc.) require thorough investigative effort during the design phase.

In general, Sponsors cannot readily address a conflict if discovery occurs during the construction phase. To limit adverse effects from reaching the field, the level of investigative effort during the preliminary design phase needs to be more than just relying on record drawings. The design effort should include exploratory actions that establish the exact location and elevation of the existing cables at select critical points. This is best handled through non-destructive means such as vacuum trucks.



Figure 1 – Exposed Underground Conduit

Obtaining accurate data during the design phase allows for proper coordination of the potential conflict *prior* to solicitation for bids. Taking such actions early in the design phase minimizes the extent of adverse effect that reaches the field during the construction phase. Projects funded under the AIP and PFC must address such procedures within the projects CSPP.

*Mike Rottinghaus
Engineering Team Lead
FAA Central Region*

Addressing Price and Profit Under the AIP

In order to remain eligible for AIP participation, Sponsors must perform either a cost or a price analysis for **every** procurement action they undertake. This includes contract modifications. The method and degree of analysis is dependent on the facts surrounding the particular procurement situation. The objective of both types of analysis is to determine reasonableness of costs.

Common to both types of analysis is the preparation of an independent estimate **prior** to bidding or receiving proposals. The individual preparing the estimate must sign and date the estimate. Typically, the estimate should address itemized elements of costs including profit and overhead. At the minimum, the preparer must clearly establish the basis for their estimate of probable costs. Ultimately, the Sponsor will use the estimate as an aid in determining reasonableness and necessity of costs.

A **price analysis** is appropriate when competition is present. Price analysis involves analyzing the proposed total price against another vendor or bidder's price. The use of price analysis does not involve evaluating individual elements of costs such as direct labor, indirect expenses, profit, etc.

When price competition is inadequate or non-existent, the Sponsor must conduct a **cost analysis**. A cost analysis involves the evaluation of separate elements of cost. The cost elements that make up the proposal must be allowable and necessary for the fulfillment of the project. The breakout of costs elements must be reasonable and logical. Elements include direct labor costs, indirect costs, material costs, profit, etc.

In all cases where the Sponsor conducts a cost analysis, the Sponsor **must** negotiate profit as a separate element of price. The record of negotiations should explicitly address the value of profit and any negotiations that occurred with establishing this agreed upon value.

Common situations where the Sponsor must use a cost analysis include single bids, competitive proposals (i.e. A/E professional service contracts) and other non-competitive procurements. Note that change orders and supplemental agreements that establish new contract items are in most cases a non-competitive procurement action. For this reason, Sponsors must conduct a cost analysis for any change order or supplemental agreement that establishes a new contract unit price.

Some common deficiencies the FAA project manager often discovers when reviewing sponsor procurement documents for AIP eligibility include:

1. Sponsor not conducting a cost or price analysis
2. Expecting the FAA project manager to determine reasonableness of costs
3. Submitting the procurement document (contract, change order, etc.) and a copy of estimate without including the sponsor's written evaluation of a fair and reasonable price
 - The FAA Project Manager cannot substitute their judgment for that of the Sponsors.
 - As such, the FAA Project Manager cannot make a determination of AIP eligibility until the Sponsor fulfills their procurement requirements.
4. Failure to negotiate profit as a separate element of price
 - The sponsor must demonstrate how they negotiated profit for their procurement action.

Sponsors should keep in mind that failure to adhere to AIP procurement requirement could jeopardize AIP participation in their procurement action.

*Mike Rottinghaus
Engineering Team Lead
FAA Central Region*

Get the Lead Out!

Aviation gasoline (avgas) is a specialized fuel used to power piston engine aircraft. Due to the high-octane requirements of these aircraft engines, a fuel additive, tetraethyllead (TEL), is used as an octane booster in avgas. The presence of TEL in avgas results in engine emissions from aircraft that include lead.

In late 2008, the Environmental Protection Agency (EPA) established more stringent National Ambient Air Quality Standards (NAAQS) for lead concentration. As a long-term solution to the problem of lead content in avgas, the FAA has been actively working with the aviation industry and the EPA to develop an unleaded fuel replacement by 2018.

This effort is part of the FAA's [Unleaded Avgas Transition Plan](#).

In the short-term, FAA has published a document [Interim Guidance on Mitigating Public Risks Associated With Lead Emissions from Avgas](#) that offers "Short-Term Mitigation Measures" for consideration by any airport operator concerned about lead emissions.

*Glenn Helm
Environmental Specialist
FAA Central Region*

Announcements

Departures

FAA Central Region Airports Division

Michael Scott, Manager Planning and Engineering: Our Planning and Engineering Manager, Mr. Michael Scott, recently accepted a Director's position with the Federal Emergency Management Agency. Mike's last day with the Airports Division was May 31. Mike made a positive impact in our office and contributed greatly towards the success of our transition to our new regional structure. We offer him best wishes in his new position.

Recently Revised or New FAA Publications (a select list)

Advisory Circulars (AC)

- [AC 150/5200-32B](#) – Reporting Wildlife Aircraft Strikes (6/7/13)
- [AC 150/5345-53D, Airport Lighting Equipment Certification Program](#) – Includes latest addendum to appendices 1, 3, and 4. (Note: This AC is updated the 15th of every month)

Airport Improvement Program (AIP)

- [Current FAA Advisory Circulars Required for Use in AIP Funded and PFC Approved Projects](#) (April 22, 2013)
- [Veterans Preference Provision](#) (4/17/13)
- [Certification Regarding Debarment and Suspension \(Non-Procurement\)](#) (5/14/13)
- [Deadline for Notification of Intent To Use the Airport Improvement Program\(AIP\) Primary, Cargo, and Non-primary Entitlement Funds for Fiscal Year 2013](#) - Federal Register 20167, April 3, 2013

FAA Research

- [Engineered Material Arresting System \(EMAS\)](#) – Fact Sheet (6/5/13)

Part 139 - Airport Certification

- [Airport Certification Status List \(ACSL\)](#) – Update spreadsheet as of 6/17/13
- [CertAlert 13-03](#) - Coordination of High Risk Flight Test Activities at Airports (5/7/13)

Passenger Facility Charge (PFC)

- [PFC Monthly Reports](#) - PFC data reports as of May 2013

Program Guidance Letters (PGL)

- [PGL 13-05](#) (pdf) – Procurement of Sole-sourced Airfield Lighting or Modification or Airfield Lighting Control and Monitoring Systems (6/20/13)

For a complete list of recently revised publications, please visit our website [News and New Resources for Airport Projects](#). To receive automatic e-mail notification of changes, users may click on the "Subscribe" option at the top of webpage.

Calendar of Events and Important Dates

Date	Event
July 26, 2013	Grant Application Deadline for FY-2013 Sponsors must submit application based upon defined project costs
July 30, 2013	3 rd Quarter Performance reports due
September 16 & 17, 2013	4-States Airport Conference Downtown Marriott Kansas City, MO
September 18, 2013	Sponsors who received Grant offers must return the executed copy back to the FAA project manager
September 27, 2013	Kansas Aviation Expo National Center for Aviation Training Wichita, KS
September 30, 2013	End of Fiscal Year 2013