Iowa • Kansas • Missouri • Nebraska

AirportNews

FAA Central Region Airports Division | January 2011

Airport NEWS is a quarterly newsletter of the FAA Central Region Airports Division; providing airport managers and consultants with timely and useful information to help them serve their aviation customers. Suggestions and articles are welcome and may be sent to mark.sedarous@faa.gov. If you require assistance with this document or request reasonable accommodation, please call (816) 329-2600.

In This Issue

- Manager's Message
- 2010 Airports Conference Presentations
- FAA Electronic Payment Transformation
- Appropriate Use of Administrative Settlements
- SMS Fact Sheet
- Airport Pavement Workshop
- Is Your PMP (Pavement Maintenance Program) Current?
- Airports GIS Resource Page
- NPIAS 2011 Report
- Temporary Relocated Thresholds for Construction
- AIP Sponsor Guide Updates
- FAA Solar Guidance at Airports
- New Requirements for Sponsor/Grantee
- FAA Safety Briefing Magazine
- Request for Web Satisfaction Input
- Airport Cooperative Research Program (ACRP)
- New DBE Point of Contact for Central Region
- Recently Revised or New FAA Publications (a selected list)
- Arrivals and Departures
- Calendar of Events

Manager's Message

We successfully made it through another calendar year. We hope all of you enjoyed the holidays and are now ready to move on to 2011. This year promises to be another challenging year for Airport Improvement Program (AIP) projects. We are now in the midst of yet another extension to the FAA authorization. If my math is right, this is number 17. The extension covers the FAA through March 31 and allows for the continued collection of aviation taxes and the authority to spend money from the Airport and Airway Trust Fund. However, we are operating under a continued resolution that only runs through March 4th. In other words, we are authorized to exist through the end of March, but our funding to operate runs out after March 4th.

Needless to say, it is important to continue to talk with your FAA Planner and Engineer concerning your upcoming projects. We want to make sure you are in a good position to act quickly when full funding is available to construct your projects this year.

We have a lot of items in this issue of AirportNews, but I encourage you to read it all the way through. There is a lot going on within the FAA and there are several new initiatives that are important for you to know about. In particular, please see the article on New Requirements for Sponsor/Grantee. All sponsors must be registered in the Central Contractor Registration (CCR) database. This article steps you through the process if you are not already registered.

As we start another challenging year, we unfortunately have to say good-bye to one of our valuable employees. Nicoletta Oliver will be retiring at the end of this month. Nic has served as our compliance specialist for the last 13 years. Nic will be missed greatly.

Jim Johnson
Manager, Airports Division

2010 Airports Conference Presentations

Presentations given at the 2010 FAA Airports Central Region Conference are now available for download from our web page "**2010 Airports Conference Presentations**". To facilitate compliance with Section 508 accessibility requirements, we have made formatting modifications to all presentation slides while taking care not to affect presentation content.

Users that have questions or require reasonable accommodations to access the presentation information may call (816) 329-2606.

FAA Electronic Payment Transformation

In late 2011 the FAA will be transitioning all electronic payments from ECHO to a new system called I-Supplier. A comprehensive training program will be rolled out for all sponsors before implementation of the new system.

Sponsors will be able to submit all electronic payments individually or in bulk, have access to real time views on payment requests, receive email notifications when payments have been processed or rejected, and sponsors will be able to upload support documentation into the system. More specific information will be provided in the coming months.

Please take a moment to review FAA's on-line flyer "**FAA's Grant Payment Transformation**", which provides background information about I-Supplier.

Sarah Smith
Regional Fiscal Control

Appropriate Use of Administrative Settlements

The term "administrative settlement" is defined as "agreed settlement in excess of the sponsor's offer of just compensation made for acceptable administrative reasons to reflect the public interest."

The negotiator is the sponsor's liaison to the property owner. In an ideal world, the negotiator presents a just compensation offer, waits an appropriate time period, then personally contacts the landowner equipped with a copy of a purchase agreement document and ultimately departs with a signed paper.

Sometimes, negotiations do not go so smoothly. The property owners may present their own appraisal, may point out inaccuracies in the airport's appraisal reports, and may present a counteroffer to the just compensation amount. Negotiations may become prolonged due to restrictive access to the property owner through his legal representative, or any number of other scenarios.

A negotiator may suggest use of an administrative settlement to the sponsor to settle a disputed negotiation where the offer and counteroffer are extremely far apart, or perhaps if a negotiation has reached an impasse.

When a sponsor recommends the use of an administrative settlement they need to consult their attorney and ask him/her to prepare a "justification for administrative settlement" in the form of a letter to the FAA Project Manager. This letter should outline specific reasons for using the administrative settlement. Some of the items to describe in the letter are:

- Discussion of Valuation Problems (lack of market sales, etc.)
- Valid arguments by the property owner
- Exposure to the City if the negotiation fails and litigation is needed (new appraisals, expert testimony, legal fees, etc.)
- Recent unfavorable awards on similar land (in the county or local jurisdiction)

It is imperative that a settlement be shown to be reasonable, prudent and in the public interest.

Sponsor should consider the following cautions when proposing an administrative settlement to the FAA for eligibility under the Airport Improvement Program:

- Remember that the settlement may establish a precedent on the project
- Do not use the administrative settlement to achieve an early or easy acquisition
- Do not use as a device to make up for a weak appraisal.
- Do not use it to avoid litigation simply because the property owner is averse to compromising.

For settlements that equal 10% or less over the just compensation amount, the sponsor should submit the amounts involved and evidence of the sponsor's approval. As the percentage increases, the amount of justification should be more fully explained.

Please consult the following references to obtain more detailed information on the subject or call Gayla Rich, Airports Land Specialist (816) 329-2603.

References:

- **AC 150/5100-17, Land Acquisition and Relocation Assistance for Airport Improvement Program Assisted Projects** (pdf) - Refer to Chapter 3, paragraphs 3-9 & 3-17 (pdf)
- **Order 5100-37B, Land Acquisition and Relocation Assistance for Airport Projects** (pdf) – Refer to Section 2, Paragraphs 3-20 and 3-21 (pdf)
- **Title 49 CFR Part 24 (24.102(i))** (pdf) - Also refer to Appendix A

Gayla Rich
Regional Land Specialist

SMS Fact Sheet

You may access the **Safety Management Systems Fact Sheet** for information, resources, and links related to the new program.

Federal Aviation Administration
Airports Division

Airport Pavement Workshop

The Asphalt Institute in conjunction with the FAA will be offering another **Airport Pavement Workshop** April 5-7, 2011 in Kansas City, Missouri. This workshop will provide up to date information regarding asphalt airport pavement design, construction and maintenance.

This workshop is intended primarily for engineers, consultants, testing laboratory personnel, construction inspectors and others who have responsibility for the design, construction, maintenance and rehabilitation of airport pavements.

You may register for the Kansas City seminar at **www.asphaltacademy.org**. For questions or additional information, contact Doug Johnson at (816) 329-2616.

Doug Johnson
Regional Paving Engineer

Is Your PMP (Pavement Maintenance Program) Current?

Why do you need a PMP?
Public Law 103-305, section 107, amended Title 49, Section 47105, of the United States Code by requiring sponsor assurances on preventative maintenance for project applications involving airfield pavements. For any project to replace or reconstruct pavement, the sponsor must provide assurance to the FAA that they have implemented an effective pavement maintenance management program. The amendment also provides for the submittal of reports addressing the pavement condition and the management program.

Who must have a program?
The requirement to establish a pavement maintenance management program applies to any pavement at the airport that has been constructed, reconstructed, or repaired, with federal assistance. All grants involving pavement rehabilitation or reconstruction will contain a grant assurance that addresses the pavement maintenance obligation.

When is it needed by?
Prior to the FAA being able to issue a grant for development at your airport you must have a current PMP on file with our office. Please submit a copy of your program including the most recent pavement inspection forms and the most recent budget for pavement maintenance at your airport for our files. If you have previously submitted a program, please submit the most recent inspection forms and your most recent budget for pavement maintenance at your airport.

What should be included in my PMP?
The minimum requirements for a PMP, as well as a sample PMP can be found on our web site in the AIP Sponsor Guide. Specific Guidance regarding PMP's can be found in the following links:

- **Sponsor Guide AIP-1750 - Pavement Maintenance** (pdf)
- **Developing a Pavement Maintenance Program** (pdf)
- **Sample Pavement Maintenance Program** (pdf)

If you have any questions regarding your PMP, you may contact Doug at (816) 329-2616.

Doug Johnson
Regional Paving Engineer

Airports GIS Resource Page

Visit FAA webpage "**Airports GIS and Electronic Airport Layout Plan (eALP)**" to access valuable information, training resources, and links relating to FAA's transition to GIS and eALPs.

Federal Aviation Administration
Airports Division

NPIAS 2011 Report

The National Plan of Integrated Airport Systems (NPIAS) identifies nearly 3,400 existing and proposed airports that are significant to national air transportation and thus eligible to receive Federal grants under the **Airport Improvement Program (AIP)**. It also includes estimates of the amount of AIP money needed to fund infrastructure development projects that will bring these airports up to current design standards and add capacity to congested airports. The FAA is required to provide Congress with a 5-year estimate of AIP eligible development every 2 years.

The **2011-2015 NPIAS Report** is now available online.

Department of Transportation
Federal Aviation Administration

Temporary Relocated Thresholds for Construction – It' Ain't Easy Being Relocated

Recently we've had a lot of requests to relocate thresholds temporarily to allow construction work on the runway while keeping the runway open. Allowing temporary relocated thresholds is one of the higher-risk things we consider and rarely does the benefit offset the increased risk.

Why we don't just say yes.

We understand that closing a runway is unpopular – it's inconvenient for the users and hurts the bottom line of businesses located on the airport. Keeping a runway open while construction is ongoing sounds win-win, but sometimes the loser is safety. We consider several things when reviewing a request for a temporary relocated threshold.

How long will it take to accomplish the relocation, and then restore it at the end of the project? Frequently this is almost as much – or more – than the time needed to simply close the runway and complete the construction.

How much useable runway is there? If the remaining useable runway is so short it precludes most operations, there is little apparent benefit. Or, if there is a second runway of reasonable length and load capacity that can remain open, there is not much benefit to relocating a threshold on the primary runway.

How much does it cost? If the cost of performing the relocation represents a significant portion of the entire construction cost, then it may not be a wise use of public money.

How far to relocate?

The relocation must provide a full RSA between the new threshold and the limit of construction. In addition, you should evaluate the proposed height of the construction equipment against the appropriate approach slopes for the runway. Jet blast will likely not be a factor at most airports; however a good rule of thumb is to ensure that operations are kept far enough away that the velocity of the jet blast is no more than 30mph, and the temperature is less than 100 degrees F.

What about my instrument approaches?

Any instrument approaches to that runway end will be considered N/A. Instrument approaches are defined and built off a runway end. When you move a threshold, it may bring in additional obstacles that can substantially change the approach, especially in the missed approach segment. Without re-evaluation by TERPS, the approach has to be considered invalid. With a considerable amount of advance coordination, you can have approaches developed to the new threshold; logically they should be in effect for at least one 56-day publication cycle.

What is required for a successful relocation?

The standard for a successful relocation is that, on the day that the runway opens with the relocation, it should be immediately visually apparent to any pilot where the new threshold is – even on the worst IFR day, or at night. This can be quite extensive when one considers the number of electronic, visual, and light aids there are that direct the pilot to the threshold. Consider the effects on:

- Markings: Re-marked to reflect new threshold, meeting Basic standards; old markings covered or obliterated and unusable pavement marked with yellow chevrons. Note it is not acceptable to put closure "X" markings as this indicates the entire runway is closed.
- Runway edge lights: Covered or turned off on the closed portion; reconfigured for the remaining open portion if necessary (i.e. split yellow/white lenses). Bear in mind that lights are useful during low-visibility conditions as well as at night.
- Runway threshold lights: Covered or turned off, and new lights installed at new threshold.
- Runway distance-to-go signs: Covered or renumbered to reflect lesser distance.
- Visual glide slope indicators: Turned off, or relocated for longer duration projects. Recall that VGSI's have to be flight checked each time they are moved.
- Approach light systems: Turned off.

- REIL: Turned off. Ideally, temporary REILS will be installed at relocated threshold, although this is not required.
- Any other visual, electronic, or light aid that could mislead a pilot to entering into, landing on, or taking off from the closed area must be corrected.
- Any taxiways leading to the closed portion of the runway should be closed to avoid allowing an airplane access to the closed portion.
- NOTAMs should be published to reflect the relocated threshold and associated alterations.

Of course, this is not a comprehensive list. Unique situations such as terrain, traffic, geometry, and other considerations may require additional work. Each AIP-funded project must have a safety plan that details the methods used to safely accomplish the proposed construction. This plan must be approved by the FAA prior to advertising for bids.

Our philosophy is this: when you wish to perform construction on your airport, you accept that there may be considerable inconvenience involved to do it safely. If you can't accept the inconvenience, then it's time to reconsider your project.

Donald Harper
FAA Central Region

AIP Sponsor Guide Updates

The **Central Region AIP Sponsor Guide** is a valuable resource for anyone involved with AIP grants for airports. We typically update and validate the entire Sponsor Guide annually around a September timeframe. Interim updates and additions may occur as needed. Please refer to the previous link for the most up-to-date version of the Sponsor Guide. Recent additions include the following:

- **Section AIP 340 – Acquiring a Surveyor for AGIS** (pdf)
- **Section AIP 561 – Avigation Easements (New suggested sample template)** (pdf)
- **Sections AIP 630 - FAA Reimbursable Agreements** (pdf)
- **Section AIP-933 – Contract Time** (pdf)
- **Section 1083 – Liquidated Damages** (pdf)
- **Section AIP 1150 - Updating Airport Diagrams** (pdf)
- **Section AIP 1540, Improper Payments** (pdf)

FAA Solar Guidance at Airports

Airport interest in solar energy is growing rapidly as a way to reduce airport operations costs and to demonstrate a commitment to sustainable development. In response, the Federal Aviation Administration (FAA) has prepared **Technical Guidance for Evaluating Selected Solar Technologies on Airports** (pdf) to meet the regulatory and informational needs of the FAA Airports organization and airport sponsors.

For airports with favorable solar access and economics, this report provides a checklist of FAA procedures to ensure that proposed photovoltaic or solar thermal hot water systems are safe and pose no risk to pilots, air traffic controllers, or airport operations. Case studies of operating airport solar facilities are provided, including Denver International, Fresno Yosemite International, and Albuquerque International Sunport.

Also, reference the **FAA Airports Sustainability** web page for additional information.

Federal Aviation Administration
Airports Division

New Requirements for Sponsor/Grantee

Prior to receiving a grant in 2011, all AIP grant recipients must be registered on the Central Contractor Registration (CCR) websites. This new requirement is a rule by the **Management and Budget Office** published in the **09/14/2010 Federal Register**.

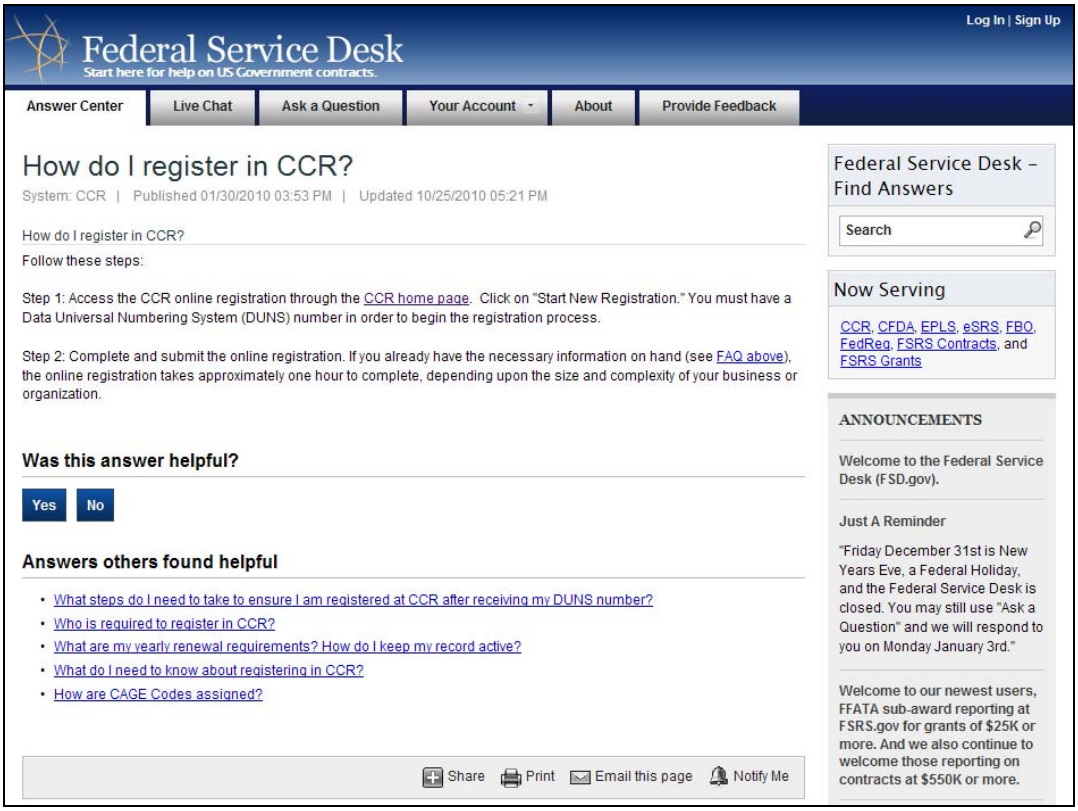
OMB has issued guidance to Federal agencies concerning two requirements for financial assistance applicants and recipients, and one requirement for first-tier sub recipients. An agency under the guidance must require applicants other than individuals, with some specific exceptions, to have Dun and Bradstreet Data Universal Numbering System (DUNS) numbers and maintain current registrations in the Central Contractor Registration (CCR) database. **An agency must require applicants and recipients of grants and cooperative agreements to comply with the DUNS number and CCR requirements by October 1, 2010** and require applicants and recipients of all other financial assistance types to comply by October 1, 2011. **The guidance provides standard wording for a new award term that each agency must include in its financial assistance awards to require recipients to maintain current CCR registrations, which requires that they also have DUNS numbers.** The guidance also specifies that each recipient may make sub awards only to entities that have DUNS numbers.

Download: **OMB Federal Register Notice dated 09/14/2010**

Central Contractor Registration System (CCR)
AIP grant recipients will need to register with the Central Contractor Registration System at **www.ccr.gov**.

Central Contractor Registration Website

Questions about registering are addressed within the **Frequently Asked Questions** by the link "**How do I register?**" Follow the instructions that are provided. Note that it may take up to one hour to complete the registration.



How to Register in CCR

All CCR registrations are based on DUNS number. You can confirm if your location has an active CCR registration by inputting your DUNS number at the **CCR Search** webpage.

Re-activating / Updating CCR Registration

Listed below are instructions for sponsors who need to re-activate their account at the CCR website. Recipients with expired registrations must take these steps prior to grant execution and final signature.

1. Access the CCR home page at **www.ccr.gov**. Login with your user ID and password. After logging in, you will be directed to the "Manage Registrations" web page.
2. Under the section "CCR Registrations Linked to Your Account", select "Update/Renew" for the DUNS number of the record you wish to change.
3. Make the necessary changes. Then click the "Validate/Save Data" button to register an update in the system. When you receive the screen message "Registration Complete", CCR will process the update.

To submit a renewal with no changes, follow the same steps listed above with the exception of making changes to your information. Reminder: you must click "Validate/Save Data" to activate the renewal even if none of your information has changed. Please be aware that requirements may have been implemented since your last visit. You may receive an error on your renewal if a new requirement is not fulfilled.

If recipients have questions, they should refer to the **CCR Help** web page. It contains further directions and a helpdesk line.

Office of Management and Budget

FAA Safety Briefing

One of our top goals at the FAA is to reduce the general aviation (GA) fatal accident rate. Many of us come in contact with people in the GA community every day and have an opportunity to help them improve their safety awareness and practices. And, many of our FAA counterparts and co-workers are themselves GA pilots and mechanics.

The bimonthly **FAA Safety Briefing** magazine is a great tool that can help improve safety in the GA community -- or, to put it plainly, **save lives**. Please help us share this safety publication with people you know who fly or maintain GA aircraft.

The **January/February** issue of **FAA Safety Briefing** is now available online.

Department of Transportation
Federal Aviation Administration

Request for Web Satisfaction Input

For the past four years, the FAA has invested significant time and effort for the purpose of improving the website experience for all users. To measure the success of these efforts, the FAA uses a pop-up web survey similar to one used by many other Federal agencies and private companies on their websites. The survey allows web users to tell us how well they think the FAA delivers information and services to its stakeholders. An increase in our customer satisfaction marks indicates these efforts are working; a decrease means we still have work to do. Put simply, our approach is to listen to the users and give them what they need.

We regularly track survey results and review comments to find out what we are doing right . . . or wrong so your input is important. Even a negative web experience represents valuable input we can use to improve our website.

We ask for your continued assistance with this effort. Users of our website will occasionally have a pop-up web customer satisfaction survey appear on their screen. We understand your time is valuable, but we ask that you please take a few minutes to complete this survey. Your input is critical to our efforts to improve our website and your web experience. We greatly appreciate your assistance.

Mike Rottinghaus, FAA Central Region
Janel Showalter, FAA Headquarters

Airport Cooperative Research Program (ACRP)

The **Airport Cooperative Research Program** (ACRP) is an industry-driven, applied research program that develops practical solutions to problems faced by airport operators. Funding more than 20 research projects a year, ACRP focuses on research needs that other Federal research programs do not address.

ACRP is managed by the Transportation Research Board (TRB) of the National Academies and sponsored by the FAA. We encourage you to read the research, visit the ACRP website, and find out how you can participate in ACRP.

- **Informational Brochure** (pdf)

New DBE Point of Contact for Central Region

The FAA Office of Civil Rights has assigned Patricia Wright as the new external program specialist for Central region. Central Region sponsors with questions regarding their DBE program may contact Patricia at **(310) 725-3955**.

Recently Revised or New FAA Publications (a selected list)

Advisory Circulars (AC)

- **AC 150/5200-31 – Airport Emergency Plan** (pdf) – Consolidated AC includes Change 2
- **AC 150/5220-25 – Airport Avian Radar Systems**
- **AC 150/5340-1K – Standards for Airport Marking** (pdf) – Change 1
- **AC 150/5340-30E – Design and Installation Details for Airport Visual Aids** (pdf)
- **AC 150/5345-51B – Specification for Discharge Type Flashing Light Equipment** (pdf)
- **AC 150/5345-53C, Airport Lighting Equipment Certification Program** (pdf) - December 2010, Addendum to appendices 1, 3, and 4. (Note: This AC is updated the 15th of every month)

CertAlerts

- **Certalert 10-03, Extension of Airport Emergency Plan Submission Date to June 30, 2011** (pdf)

Engineering Memorandum

- **Memorandum on Acquisition and Installation of Light Emitting Diode (LED) Runway Centerline and Touchdown Zone Lighting Systems** (pdf)

For a complete list, 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. Users will be prompted to provide their e-mail address.

Arrivals and Departures

Central Region Airports Division – Kansas City, MO

Departures -

Nicoletta Oliver - Nicoletta Oliver will be retiring January 29, 2011 with over 22 years of federal service. During the last 13 years, she has served as Airports Division, Central Region Compliance Specialist.

We will greatly miss Nicoletta. Her reputation, professionalism and expertise in the compliance program have kept the Airports Division operating efficiently for many years. Also, Nicoletta served as lead on FOIA requests, Airports Surplus Property Program and played a vital role with our Annual Airports Conference.

Nicoletta's career began with the Veterans Administration in St. Louis, Missouri. She also worked for the Department of Health and Human Services in Kansas City prior to joining the Federal Aviation Administration.

We wish Nicoletta the best in retirement!

Airport Sponsors

New Faces -

Andrew Schneider – Columbia Regional Airport welcomed its new airport manager on Nov. 8, 2010. Schneider brings along with him over 2 years of airport management experience where he was airport manager in Jamestown, N.D. While managing in North Dakota his airport experienced a 100% growth in passengers. The city believes Schneider is a strong fit for the position to promote growth and expansion for the airport in the future.

Departures -

Jason Knipp – Jason leaves his position as the Aviation Operations Manager with the Missouri Department of Transportation to pursue aviation planning consultation within the private industry. Congrats on his new position with Burns & McDonnell.

Calendar of Events

Date	Event
January 26 & 27, 2011	**19th Annual Nebraska Aviation Symposium** Holiday Inn Kearney, NE
February 15 &16, 2011	**36th Annual FAA Aviation Forecast Conference** Walter E. Washington Convention Center Washington, D.C.
February 23-25, 2011	**Airport Planning, Design and Construction Symposium** Sheraton-Denver Downtown Denver, CO
February 1-2, 2011	**Kansas Association of Airports 2011 Workshop** Crisis City Country Inn & Suites Salina, KS
March 20-22, 2011	**AAAE Implementing SMS at Your Airport Workshop** San Antonio, TX
April 5-7, 2011	**Airport Pavement Workshop** Holiday Inn – KCI Airport Kansas City, MO
April 10-13, 2011	**14th Annual AAAE GIS Conference and Exhibition** Portland, OR
April 12, 2011	**AAAE Passenger Facility Charges (PFC) Workshop** Orlando, FL
April 13-15, 2011	MAMA/MOSAC Spring Conference Lodge of Four Seasons Lake of the Ozarks, MO
April 20 & 21, 2011	**2011 Iowa Aviation Conference** Sheraton Hotel Des Moines, IA
June 27 & 28, 2011	**AAAE General Aviation Issues and Security Conference** St. Louis, MO
June 28 & 29, 2011	**AAAE Sponsor Assurances, Leasing Policies & Minimum Standards Workshop**, St. Louis, MO
September 26, 2011	2011 Airports Conference Pre-Registration
September 27-28, 2011	2011 Central Region Airports Conference Westin Crown Center Kansas City, MO