



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

Memorandum

Subject: **ACTION: Program Information Memorandum
#3 – Use of USDA for Wildlife Hazard
Assessment Studies**

Date: **September 14, 2009**

From: 
Benito DeLeon
Director, Airports Planning and Programming,
APP-1

Reply to: Nancy S. Williams
Attn. of: 202-267-8822

To: PGL Distribution List

We are issuing this Program Information Memorandum #3 (PIM #3) to provide information on using United States Department of Agriculture Wildlife Service (WS) to conduct wildlife hazard assessment studies (WHA).

Program Guidance Letter 09-01 (PGL) dated July 17, 2009, discussed the procurement procedures that are required to select a private sector consultant to conduct a WHA. The PGL also discussed soliciting firms to conduct the studies.

The following clarifications are issued to address questions that have been received since the PGL was issued:

1. Airports will be soliciting qualifications from private sector firms to conduct studies. The WS as a governmental entity is not a firm and may not be considered in the qualifications selection process.
2. The WS may provide cost, schedule, and other information to an airport that is separate from, and outside of, the selection process. Any cost information provided by the WS is presumed to have followed the Office of Management and Budget Circular Number A-25 – User Charges regarding fees assessed and establishing the rates that will be charged to provide services. Cost or other technical information provided by the WS may be used to assess the reasonableness of fees proposed by private sector firms.
3. If after review of the proposals and making a determination about the availability of private sector services, the airport determines that it will use WS for the WHA, the airport shall provide a written statement certifying that the use of WS is required because the private enterprise system cannot reasonably and expeditiously provide these services through ordinary business channels.