

Zanesville Municipal Airport Update Airport Master Plan

Scope of Work

the file in any of the three major GIS platforms for their use. The Part 77 airspace will be delivered to the Owner separately. In addition to the safety critical deliverable, a non-safety critical base map file with AGIS compliant features, which are attributed to the minimum requirements, will be created and submitted to the AGIS website. The scope of work currently does not include any CAD standards development.

8.1.G - Task Administration

During the task, bi-weekly teleconferences and monthly internal consultant team meetings will be conducted to identify and complete action items, monitor task schedule, and resolve any coordination and or production issues. Representatives from this team will also participate in Project Kickoff, Project Progress and Final project meetings with the City of Zanesville staff. The Consultant team will also join airport staff to brief FAA Airports District Office (ADO) staff. The consulting team will provide on-site coordination with the City of Zanesville to ensure that airport staff is aware of their role and provide the necessary inputs to the consulting team in a timely manner. The collection of required attribute data will require interaction and follow up.

8.1.H - Deliverables

CMT will prepare a final report documenting the survey procedures, supplemented with the eALP safety critical dataset and other supporting graphics as necessary to document the AGIS/eALP process completed under Task 8.1. A preliminary draft eALP safety critical dataset and final report (PDF and JPG Files) will be submitted to the City of Zanesville for review and comment. A draft eALP safety critical dataset will then be submitted to FAA Airport District office (ADO) staff for review and approval. Upon receipt of FAA and or ADO staff comments, a copy of the final eALP safety critical dataset (at a minimum) and supporting final report will be prepared for submittal to the Airports GIS website. CMT will provide PDF files, Word files and CAD files of the deliverables described above to the City of Zanesville for reproduction by others. In addition, CMT will coordinate all GIS data with the City's GIS requirements.

8.1.I - eALP & AGIS Production Schedule

CMT anticipates completing the services discussed in Task 8.1 in approximately 12 months. CMT will ensure that the project is completed in a timely and efficient manner however, there are certain elements such as weather, FAA review durations, NGS review durations, master planning process, and other unforeseen circumstances that are beyond the team's control. The following ALP plan sheets are anticipated to be developed as part of the scope. Also listed are basic elements to be included on each sheet.

8.2 Title Sheet: The existing cover sheet will be updated to include the following: titles, index of drawings, location map, vicinity map, AIP Project Number.

8.3 Airport Layout Plan: This drawing depicts a combination of the existing and future facilities including the depiction of all applicable design standards.

8.4 Airport Data Sheet: This drawing will be updated to include a wind rose and a wind rose table, abbreviations, airport data, runway data; list of approved modifications to FAA airport design standards.

8.5 Existing Airport Layout Drawing: This drawing will be updated to include any new existing facilities including titles, changes in airside, landside, and road pavement, changes in building configurations and navigational aids, and legend.

8.6 Future Airport Layout Plan: This drawing will be updated to include any future facilities identified in the alternative analysis, including titles, changes in airside, landside, and road pavement, changes in building configurations and navigational aids, and legend.

8.7 Plan and Profile Sheets: This task includes preparing the existing and future plan and profile sheets for FAR Part 77 and AC 150/5300-13 Threshold Siting Surfaces as follows:

- Runway 4 Plan and Profile Part 77
- Runway 4 Plan and Profile Threshold Siting Surface
- Runway 22 Plan and Profile Part 77
- Runway 22 Plan and Profile Threshold Siting Surface
- Runway 16 Plan and Profile Part 77
- Runway 16 Plan and Profile Threshold Siting Surface
- Runway 34 Plan and Profile Part 77
- Runway 34 Plan and Profile Threshold Siting Surface

NOTE: Existing VAS 20:1 nighttime restriction obstruction will be identified on the plan and profile sheets.

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8.8 Imaginary Surface Map: This task includes preparing the imaginary surfaces map in plan view using the new aerial base map information developed in 8.1.

8.9 Terminal Area Layout and Existing Utility Plan: This map will include an update of the terminal area plan in areas with significant terminal facility development and identify critical utilities that support the airfield (as provided by the airport). The Consultant is not field surveying utilities.

8.10 Land Use Map: This map will be updated to include land uses and zoning on and surrounding the airport.

8.11 Exhibit A: Property Map: The previous ALP property map prepared for the airport will be updated and formulated into an Exhibit A Map as part of the deliverables meeting the FAA Standard Operating Procedures (SOP) 3.00, Review of Exhibit A Property Inventory Maps (effective date 10/1/2013). This map will depict the airfield, major buildings and roads with screened lines as required by the checklist and will identify how each tract/parcel of land was acquired (i.e., federal funds, surplus property, etc.). Meets and bounds of the outer property line will be included as part of the exhibit, however they outer property line will not be field surveyed for verification. The Consultant is not field surveying individual parcels or providing title certification. Owner to certify title.

8.12 ALP Quality Control / Quality Assurance: This task ensures that each ALP sheet plan is reviewed and evaluated for completeness/second opinion of FAA design criteria applications towards future airport improvements for the following stages of ALP development; Preliminary Review, Draft Review, Final Draft Review, and Final Review.

8.13 FAA ALP Checklist Preparation and Plan Set Distribution: This task ensures that the SOP Checklist that identifies the elements of a complete FAA review submittal has been reviewed against the actual ALP preparation status. Prepare draft sets of ALP plans for distribution as required to provide ODOT / FAA / Client / User consultations.

8.14 ALP Preparation Direct Project Expenses: This task is for tracking and requesting reimbursement of direct project expenses including; Travel – Vehicle, Color Reproductions (Preliminary, Draft, and Final), Package Mailings and Shipping, and Computer/IT services for storage (CD's, Flash Drives, etc.).

8.15 Draft Chapter and Plan QA/QC: A draft chapter along with the ALP and FAA Checklist will be prepared summarizing the above tasks and submitted to the Owner and FAA for review and comment.

Task 9 FACILITIES IMPLEMENTATION & FINANCIAL FEASIBILITY ANALYSIS

Facility implementation plans vary depending on the complexity of the projects and the airport sponsor's preferences. For Zanesville, this will include the airport's Capital Improvement Program (CIP) that would be submitted to ODOT and the FAA that covers the Master Plan period (20 years). Specifically, this task includes the following:

9.1 CIP: This task includes the formulation of the CIP and project sequencing.

9.2 CIP: This task includes the formulation of the CIP project estimating.

9.3 Funding and Financial Plan: This task includes identifying the sources of funding and financial plan for the CIP elements and any matching local, state, and federal shares where appropriate.

9.4 Draft Chapter: A draft chapter will be prepared summarizing the above tasks and submitted to the Owner and FAA for comment. The document shall include a review with recommendations of existing/potential revenue development opportunities at the airport and a review of the city/airport budget for major expenses and possible cost reductions.

Task 10 DRAFT AND FINAL TECHNICAL DOCUMENTS

10.1 Draft Technical Report with ALP Deliverable: This task includes the preparation of the full draft technical report and where all the separate chapters are pulled together for the complete first DRAFT document. Upon completion of all tasks and approved by the Owner the following will be shipped out as directed:

- o 1-2 CD (Flash Drive as approved) copies of the report and ALP (all deliverables) will be provided.
- o 1-2 Full Size Color ALP's (and half sized drawing sets) will be provided as requested.

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- All sheets of the ALP will be delivered in PDF format as their own sheet and combined into one PDF. All of which can be downloaded from an FTP at the request of the Owner/FAA. PDF shall match printed version.

10.2 Final Technical Report with ALP Deliverable: Based upon comments from all parties, the final report will be prepared and printed. Upon completion of all tasks and approved by the Owner the following will be shipped out as directed:

- 3 CD (Flash Drive as approved) copies of the report and ALP (all deliverables) will be provided.
- 8 copies of the Final Report (Bound) and 3 Full Size Color ALP's will be provided.
- All sheets of the ALP and the Technical Report Chapters will be delivered in PDF format as their own file and combined into one PDF respectively. All of which can be downloaded from an FTP at the request of the Owner/FAA. PDF shall match printed version.
- CAD and GIS Files shall be delivered to the Owner via the FTP or CD/Flash Drives as requested.
- Environmental Field Studies (Wetland, Archeological, Noise, etc.) – Not Anticipated.
- NEPA or Agency submittals including Storm Water Pollution Prevention Plans – Not Anticipated.
- Safety Management Systems (unless noted) – Not Anticipated other than SRA's
- Preliminary Engineering or Design – Not Anticipated.
- Terminal Building or Other (Interior) Planning – Not Anticipated. (Owner provided reports will be included.)
- Setting of PACs and SACs Monumentation – Not Required as Existing are in Place.