

## Agenda

City Council Meeting  
20 Second Avenue SW, Oelwein  
6:00 PM

April 11, 2022  
Oelwein, Iowa

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**Mayor:** Brett DeVore

**Mayor Pro Tem:** Lynda Payne

**Council Members:** Karen Seeders, Tom Stewart, Matt Weber, Dave Garrigus, Dave Lenz

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### Pledge of Allegiance

### Call to Order

### Roll Call

### Additions or Deletions

**Citizens Public Comments** - See Guidelines for Public Comments Below

1. Annual report from Mallory Hanson, Director Fayette County Economic Development & Tourism.

### Consent Agenda

2. Consideration of a Motion to approve the March 28, 2022 minutes.
3. Consideration of a Motion renewing the Class E Liquor License for Casey's General Store.

### Ordinances

4. Consideration of an Ordinance Amending Chapter 22 Vehicles and Traffic Article IX Snowmobiles and All Terrain Vehicles. - First Reading

### Resolutions

5. Consideration of a Resolution for Fiscal Year 2023 Salary.
6. Consideration of a Resolution approving financial institutions for the City's usage.
7. Consideration of a Resolution of a street closure for Oelwein Chamber and Area Development.

### Motions

8. Consideration of a Motion to set a Public Hearing the Oelwein Municipal Airport Re-pavement Project at 6:00 p.m. on April 25, 2022, at Oelwein City Hall.
9. Consideration of a Motion to solicit bids for mowing and maintenance of City owned vacant lots.
10. Consideration of a Motion to approve changes to the Fire Department Aerial Platform Project.
11. Consideration of a Motion reducing bulk item stickers to \$5.00 for May, June, July, and August 2022.



- [12.](#) Consideration of a Motion entering into a Sidewalk Crossing License Agreement with Iowa Northern Railway Company.
- [13.](#) Consideration of a Motion to review the recommendation of the Planning, Finance, Enterprise, and Economic Development Committee on 516 1st Ave NW.

#### **Committee Reports**

#### **Council Updates**

#### **Mayor's Report**

- [A.](#) Consideration of a Motion to reappoint Tim Gearhart and Mike Meska to the Park and Rec Commission.

#### **City Attorney's Report**

- [A.](#) City Attorney

#### **City Administrator's Report**

- [A.](#) City Administrator

#### **Adjournment**

- [ii.](#) Additional Information
- 

In compliance with the Americans with Disabilities Act, those requiring accommodation for Council meetings should notify the City Clerk's Office at least 24 hours prior to the meeting at 319-283-5440



# 2021 ANNUAL REPORT

Fayette County Economic Development & Tourism

Mallory Hanson, Director

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[www.visitfayettecountyiowa.com](http://www.visitfayettecountyiowa.com)





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## **2022 PRIORITIES**

Strategy and Budget for 2022

Fayette County Economic Development & Tourism works to foster and implement tourism and business development and expansion in Fayette County. The Board and Director strive to work with stakeholders, business owners, community residents, downtown organizations, and regional and statewide partners to develop and identify projects and initiatives that strengthen the existing businesses and resources within the County and foster new business and resource development within each community.





## DIRECTOR'S SUMMARY

2021 has been a whirlwind of activity for Fayette County Economic Development and Tourism! We had the opportunity to partner with each other and multiple organizations to work towards continued improvement and expansion for Fayette County! We have 31 different cities, financial institutions, utilities, and partnering organizations working together as a 501c6 nonprofit to foster economic development and tourism within Fayette County.

The Executive Committee meets monthly to review the organization's budget and activities including development of marketing and advertising materials, sponsorships and memberships, data gathering initiatives, small business assistance, and financial leveraging opportunities. I meet regularly with 20+ partnering organizations and committees as well to help share information and leverage resources.

I have worked over the past year to enhance and update the [www.visitfayettecountyiowa.com](http://www.visitfayettecountyiowa.com) website and Visit Fayette County Facebook page to improve online promotion of our County for both tourism and economic development. One of the most popular initiatives in 2021 was the development of our Calendar of Events! We saw an increase in web visitation and social media engagement throughout the year.

Business support is always a priority and has been throughout 2021. Support included work with business owners and entrepreneurs to provide business planning assistance and share best practices and guidelines for starting a business. I was able to assist and support 15 existing, new, and potential businesses directly in 2021!

I had the opportunity to staff a booth at both the Fayette County and Iowa State Fairs this year. At the Iowa State Fair, over 5,000 individuals received information about Fayette County and Northeast Iowa!

A highlight of 2021 were the Leading Communities workshops we had the opportunity to sponsor in partnership with Fayette County ISU Extension and Outreach. 25 passionate individuals participated to learn, listen, and brainstorm about how to support their communities and organizations. The group plans to continue meeting!

I'm excited to share the exciting projects and priorities for 2022 and beyond include development of Fayette County as a Home Base Iowa Community, support of Fayette County Farmers Markets, regional tourism promotion, Electric Vehicle tourism studies, regional bike trail map development, housing assessment completion, and development of a new Fayette County Travel guide!

I look forward to continued success and enthusiasm as we move into 2022!

A large, stylized handwritten signature in black ink that reads "Mallory Hanson".

Mallory Hanson, Director  
Fayette County Economic Development & Tourism



2

Item 1.



*Fayette County Economic Development & Tourism contracted the Northeast Iowa RC&D to develop a promotional video to be utilized on the website and social media. The video features sites and activities that can be done year-round in Fayette County!*



# ACCOMPLISHMENTS

Item 1.

1

## Organizational Incorporation

Final filing requirements were completed for Fayette County Economic Development and Tourism's 501 c6 Nonprofit status.

2

## Board/Executive Committee Meetings

Hanson met regularly with the Fayette County Economic Development & Tourism Executive Committee. Meetings took place monthly to discuss Hanson's progress on priorities and projects. The full board met in June of 2021.

3

## Fayette County Community Foundation

Hanson is contracted through the Northeast Iowa RC&D to serve as the Administrative Assistant for the Fayette County Community Foundation Governing Committee. Hanson also assists non-profit organizations and other eligible entities with questions regarding the annual grant cycle and applications. Hanson helped with meeting logistics and grant reviews and also facilitated a Fayette County Community Foundation grant workshop on September 21, 2021 at Upper Iowa University.

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## Partner Meetings and Professional Development

Hanson attended Fayette County Board of Supervisor meetings regularly to provide updates and information regarding current priorities. Hanson also attended various meetings for the following partner organizations:

Partnering Organization	# of Meetings Attended
Alliant Energy Regional Group	3
Eastern Iowa Tourism Association	3
Fayette Co. COVID-19 Disaster Response Committee	3
Fayette County Conservation Board	1
Fayette County Inter-Agency Group	2
Hwy 150 Coalition	1
Iowa Group Travel Association	1
Iowa Rural Development Council	1
Northeast Iowa Business Network	3
Northeast Iowa Electric Vehicle Workgroup	6
Northeast Iowa Housing Trust Fund	5
Northeast Iowa Tourism Association	11
Oelwein Chamber and Development	7
River Bluffs Scenic Byway Board	4
UERPC RPA 1 Enhancement Committee	2
West Union Chamber/Main Street	18
West Union Economic Vitality	2
West Union TIF Committee	1

Hanson also participated in 24 professional development conferences, webinars, discussions and meetings.



## Local and Regional Boards and Committees

Hanson currently serves on several boards and committees, representing Fayette County Economic Development and Tourism. In addition to these boards and committees, Hanson also works as the Director for the Turkey River Recreational Corridor and as the administrative assistant for the Fayette County Community Foundation Local Advisory Committee through the Northeast Iowa RC&D.

Time Served	Board/Committee	Position
2020-Present	Small Business Development Corporation Advisory Board	Member
2020-Present	Fayette County COVID-19 Disaster Response Committee	Member/Lead
2020-Present	NICC Regional Sector Board	Member
2019-Present	Northeast Iowa Business Network	Member
2019-Present	Northeast Iowa Housing Trust Fund	Member
2019-Present	Northeast Iowa Tourism Association	Member
2019-Present	River Bluffs Scenic Byway	Member
2019-Present	Northeast Iowa Funders Network	FCCF Representative
2019-Present	West Union TIF Committee	Advisor
2019-Present	West Union Chamber/Main Street Board	Liaison/Partner
2019-Present	Fayette County Community Foundation	Administrative Assistant
2019-Present	UERPC (RPA 1) Enhancement Committee	Liaison
2019-Present	Hwy 150 Coalition	Liaison
2019-Present	Eastern Iowa Tourism Association	Member
2019-Present	Iowa Group Travel Association	Member
2019-Present	Oelwein Chamber and Area Development	Liaison/Partner
2019-Present	Professional Developers of Iowa	Member
2019-Present	Iowa Rural Development Council	Member
2019-Present	Turkey River Recreational Corridor	Liaison

In addition to these boards and committees, Hanson also works as the Director for the Turkey River Recreational Corridor and as the administrative assistant for the Fayette County Community Foundation Local Advisory Committee through the Northeast Iowa RC&D.

## Fayette County Branding

Hanson continued to update the [www.visitfayettecountyiowa.com](http://www.visitfayettecountyiowa.com) website and Visit Fayette County Facebook Page. Hanson applied for a Fayette County Community Foundation to help leverage funding to contract Northeast Iowa RC&D staff for development of a logo and branding for the organization and for development and printing of a Fayette County travel guide.

## COVID-19 Response

Hanson continue to aid business owners and organizations amid the COVID-19 crisis. Specifically, Hanson assisted with applications and reporting for Tap't Out in West Union and the Williams Center for the Arts in Oelwein. Hanson also continued working with the Fayette County COVID-19 Disaster Response Committee, which has now morphed into the Community Response Committee, made up of representatives from the Fayette County Board of Supervisors, Fayette County Board of Health, Northeast Iowa Community Action, Fayette County Emergency Management, Fayette County Community Foundation, Fayette County Economic Development & Tourism, and the Community Foundation of Northeast Iowa. This committee will assemble as needed for any form of disaster in the future.



## Social Media and Web Management and Metrics

Item 1.

Hanson updated the Visit Fayette County Facebook Page and promoted the [www.visitfayettecountyiowa.com](http://www.visitfayettecountyiowa.com) website regularly.

The 2021 (Jan. 2021-Dec. 2021) metrics for each are below:

### Visit Fayette County Website

**Most Popular Pages:** 1) Calendar of Events 2) Public Health 3) Farmers Markets

**Total Web Visitors:** 2,770

**Total Page Views:** 5,862

**Bounce Rate:** 41.74% (Optimal is 26%-40%, Average is 41%-55%)

**Web Visitor Countries of Origin:** 1) United States 2) China 3) India

**Web Visitor Cities of Origin:** 1) Cedar Rapids, IA 2) Beijing, China 3) Boardman, OR

**Acquisition:** 1) Direct 2) Organic Search 3) Referral 4) Social

**Web Sessions by Device:** 1) Desktop 2) Mobile 3) Tablet

### Visit Fayette County Facebook Page

**Total Page Likes:** 584 (28% increase from 2020)

**Total Page Views:** 5,862


**Average Reach:** 162

**Page Visitor Countries of Origin:** 1) United States 2) Puerto Rico 3) Israel


**Page Visitor Cities of Origin:** 1) West Union 2) Elgin 3) Fayette

### Most "Engaged" Post:

Post details

**Visit Fayette County**  
★ Favorites · June 10 · 🌐

Great article in The Gazette featuring Euphoria Coffee in our very own West Union, Iowa!



THEGAZETTE.COM  
**Euphoria Coffee in West Union a staple of people's lives**  
Roasting coffee beans is both a science and an art

👍 Get More Likes, Comments and Shares  
When you boost this post, you'll show it to more people.

160  
People reached

49  
Engagements

Boost post

👍❤️ Joyce Parmley, Dan Howard and 14 others

5 Shares

👍 Like    💬 Comment    ➦ Share

**Performance for your post**

**160** People Reached

**37** Reactions, Comments & Shares

29 Like	14 On Post	15 On Shares
3 Love	2 On Post	1 On Shares
0 Comments	0 On Post	0 On Shares
5 Shares	5 On Post	0 On Shares

**12** Post Clicks

0 Photo views	10 Link clicks	2 Other clicks
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**NEGATIVE FEEDBACK**

0 Hide post	0 Hide all posts
0 Report as spam	0 Unlike Page

Reported stats may be delayed from what appears on posts

**Note:** The Fayette County (Iowa) Community Support Group has been an extremely successful tool for sharing information and reaching Fayette County residents.



## Business Planning, Support, and Recruitment

Hanson worked with several business owners and entrepreneurs to provide business planning assistance and to share best practices and guidelines for starting a business. Assistance included guidance for succession planning and online presence improvement.:

- 5 Existing Businesses - Country View Dairy, Van Elderen, The Green Door, Crawford Creations
- 4 New Businesses - Renew Beauty & Wax Studio, Sydney's Bridal, The Therapy Station
- 6 Potential Businesses

Hanson congratulated 5 new businesses on their openings in 2021:

- Renew Beauty & Wax Studio-Clermont
- Sydney's Bridal-West Union
- Sugar Bowl-Fayette
- Opal & Grey Boutique-Oelwein
- Crawford Creations-Fayette

Hanson also worked with developers on recruitment strategies and responded to various inquiries regarding available space.

## Events and Tradeshows

Hanson attended and coordinated various events and tradeshows throughout the year:

- Staffed a booth at the Fayette County Fair (July 20-24, 2021)
- Staffed a booth at the Iowa State Fair (August 12-14, 2021)
- Spoke at the Fayette County 4-H Clover Café Ribbon Cutting (July 20, 2021)
- Co-Hosted Fayette County Freedom Rock Dedication in Fayette with the City of Fayette and Fayette County ISU Extension & Outreach (September 11, 2021)
- Attended a field visit with the Iowa Flood Center, Northeast Iowa RC&D, and Congresswoman Ashley Hinson (August 26, 2021)
- Participated in a tour of Oelwein with Alliant Energy (September 14, 2021)
- Assisted with the River Bluffs Scenic Byway Fall Bus Tour (September 29, 2021)
- Invited Congresswoman Hinson to visit the NFV Spark space (February 18, 2021)



Iowa State Fair Booth

## Fayette County Fair Booth with Fair Queen Candidates







## Partnerships

Hanson worked with various partners throughout the year and also provided support to partners throughout the county. Support included letters of endorsement for funding applications, commitment of time for workgroups and committees, fundraising strategy sessions, and assistance with grant preparation.

Item 1.

### Northeast Iowa Tourism Association

The Northeast Iowa Tourism Association is a 7-county group working to leverage dollars for promotion of Northeast Iowa. 2021 accomplishments include:

- [www.visitiowa.org](http://www.visitiowa.org) and Visit Iowa Social Media Promotion
- Northeast Iowa Greenhouse Tour (Spring 2021)
- Iowa State Fair Booth (August 2021)
- Northeast Iowa Farm Crawl (Fall 2021)
- Northeast Iowa Holiday Hoopla (Winter 2021/2022)

### Northeast Iowa Business Network

The Northeast Iowa Business Network is a 6-county group working to tackle housing, workforce, and business development the region. Collaborations in 2021 include:

- Northeast Iowa Community College COVID-19 Recovery Virtual Training Series
- Northeast Iowa Virtual Housing Summit (Spring 2021)
- Small Business Development Guide (Template developed by Fayette County)

### Partnership Project Highlights

Hanson assisted with several projects in 2021 throughout the county:

- West Union to Echo Valley State Park Recreational Trail - City of West Union (Funding Identification and Support)
- Gilbertson Park Interpretive Hub- Fayette County Conservation (Funding Identification & Support)
- Freedom Rock Interpretive Kiosk - City of Fayette/Fayette Residents (Grant Writing and Facilitation)
- Fayette County StoryWalk™ Project (Funding and Planning Support)
- Oelwein Trail Committee (Funding and Planning Support)

### Endorsement Letters

Hanson provided letters of support for the following organizations/projects:

- Winneshiek County Development & Tourism: Rural Business Development Grant application
- Montauk Historic Site: Silos & Smokestacks National Heritage Area Grant for Interpretive Materials
- Upper Explorerland Regional Planning Commission: Economic Development Agency Partnership
- Northeast Iowa RC&D: Farmers Market Promotion Program Grant to assist Oelwein Farmers Market
- Upper Explorerland Regional Planning Commission: Iowa Energy Center-Electric in Rural Iowa Planning
- Hawkeye Telephone: Empower Rural Iowa Broadband Grant for Fayette, West Union, & Surrounding area
- City of West Union: REAP Grant for West Union to Echo Valley State Park trail project
- City of Oelwein: REAP Grant for Oelwein Community Trail System Phase 2 Expansion

***Fayette County Economic Development & Tourism assisted 15 existing, new, and potential businesses with planning, development implementation, marketing, and licencing requirements in 2021!***



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## Housing

Fayette County Economic Development & Tourism is working with Upper Explorerland Regional Planning Commission to complete a housing assessment/study for Fayette County that will include the following scope:

- Research and review of current data, conditions, and previous plan(s)/study(ies)
- Convene steering committee and facilitate meetings
- Create and distribute virtual community housing survey
- Host community meetings
- Compile and analyze community input and data
- Prepare draft document
- Host community open house
- Prepare and print final document

The final document will help to inform future decisions regarding housing development, improvement, and incentives in Fayette County.

Hanson promoted housing surveys to gather data for the housing assessment.

Hanson also provided information to communities regarding Northeast Iowa Regional Housing Trust Fund Residential Housing Removal Program.

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## School and Student Support

Hanson worked on various projects as a part of the Future Ready Iowa Clearinghouse and NFV Sparks program:

- Picture Perfect: Turkey Valley Senior taking promotional photos in Fayette County
- West Union Promotion NFV Spark students developing recruitment materials.
- Valley Fresh Market: NVF students designing, planning, and fabricating signage
- Picture Perfect: NFV students taking promotional photos in Fayette County

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## Leading Communities

Hanson worked with Fayette County ISU Extension & Outreach to coordinate and guide Fayette County's Leading Communities program.

Fayette County Extension and Outreach worked with the Fayette County Economic Development & Tourism Executive Committee to lead a training program for 25 Fayette County stakeholders. The program covered six key competencies for promoting community leadership and engagement:

- Understanding your community
- Identifying local issues and opportunities
- Making community decisions
- Building social capital for community development
- Working together effectively
- Making it happen—mobilizing resources for community action

The participants decided to continue working together to meet about potential projects and programs to benefit Fayette County and its communities.

**IOWA STATE UNIVERSITY**  
Extension and Outreach



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## Data Analytics and Tracking

Hanson compiled information and data from the Iowa Economic Development Authority. Information below is for 2020. Please note that 2020 data was affected by the COVID-19 pandemic.

Introduction	State Visitor Spending Summary	State Economic Impact Summary	Region Spending and Economic Impact	Region Comparison Maps	Subregion Spending and Economic Impact	Subregion Comparison Maps	<b>County Spending and Economic Impact</b>	County Comparison Maps	Total Economic Impact for Counties
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### Fayette County - Spending and Economic Impact

Year  
2020

County  
Fayette County



**\$14.8M**  
Total Visitor Spending  
YOY: ▼ -9.8%

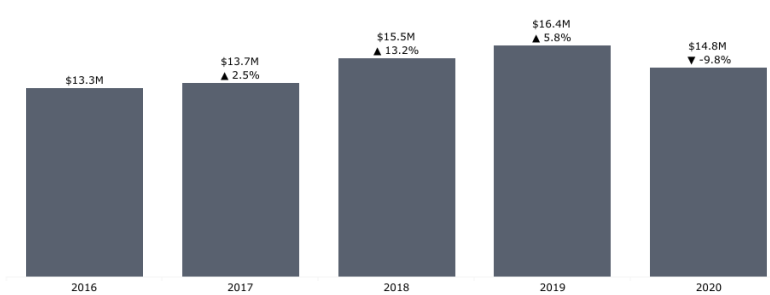


**1.8%** is the total share of jobs directly supported by visitor spending in the county

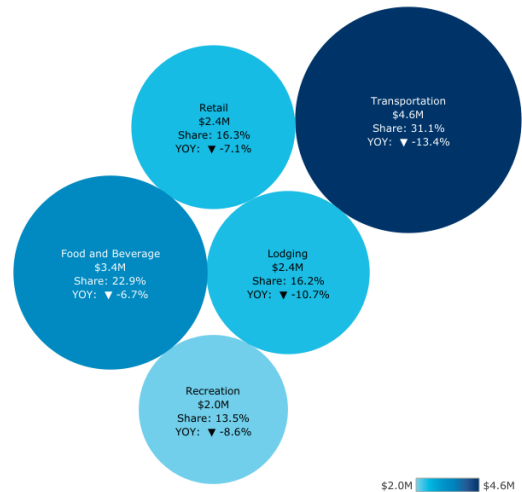


Visitors generated **\$3.5M** in state and local taxes

Visitor Spending  
Actual & % change YOY



Visitor Spending by Category in 2020  
Actual, share & % change YOY



SYMPHONY TOURISM ECONOMICS

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## Home Base Iowa

Fayette County Economic Development & Tourism is working with the Fayette County Veterans Affairs office to designate Fayette County as a Home Base Iowa Community.

Home Base Iowa connects more than 2,000 military-friendly companies statewide with qualified veterans, transitioning service members and their spouses who are in search of career opportunities.

The designation, which covers the entire county, will involve several Fayette County partners including the Fayette County Board of Supervisors, Fayette County Economic Development & Tourism, Fayette County Veterans Affairs, and area employers. Fayette County will join more than 100 other Iowa communities in the state network.

Veterans and spouses who move into Fayette County will be given the opportunity to access relocation incentives. A local steering committee is currently working to develop those details and complete the designation application.

The primary incentive that Fayette County Economic Development & Tourism would like to offer is a complimentary overnight stay at a Fayette County hotel/motel for veterans and spouses participating in job interviews and/or visiting to consider a move to the county.



# 3

# FUTURE PROJECTS





1

## Home Base Iowa

Item 1.

Hanson will work with the Fayette County Economic Development & Tourism Executive Committee and Home Base Iowa Steering Committee to develop incentives and complete the application for the program.

2

## Farmers Market Promotion

Northeast Iowa RC&D received a grant to facilitate the support of paid market managers in 6 markets across Northeast Iowa to operate their market and build community engagement with an overall goal to make the paid position sustainable for the long-term. Market managers will serve as a point of contact in each participating community, working directly with local producers, city, economic development, chambers, and downtown businesses to develop community relations and partnerships. The RC&D will partner with Fayette County Economic Development & Tourism and Oelwein Chamber and Area Development to support this project.

3

## Northeast Iowa Tourism Association

Hanson will continue to work in partnership with the Northeast Iowa Tourism Association, a 7-county group working to leverage dollars for promotion of Northeast Iowa. Projects planned for 2022 include:

- Northeast Iowa Travel Guide Update and Printing
- [www.visitiowa.org](http://www.visitiowa.org) Promotion
- Visit Iowa Social Media Promotion - Facebook and Instagram
- Northeast Iowa Greenhouse Tour (Spring 2022)
- Iowa State Fair Booth (August 2022)
- Northeast Iowa Farm Crawl (Fall 2022)
- Northeast Iowa Holiday Hoopla (Winter 2022/2023)



4

## Electric Vehicle Tourism Impact Study

Northeast Iowa RC&D is working to complete an Electric Vehicle Tourism Study. Hanson will support research for the study that will benefit Fayette County:

- Research other EV tourism initiatives in rural America
- Assess the economic impacts of EV infrastructure related to increased tourism
- Gather input from regional tourism stakeholders and data regarding regional tourism in Northeast Iowa
- Analyze and summarize collected data for incorporating EV charging in local economic development planning
- Disseminate completed EV Tourism Study to regional stakeholders

5

## Partnership Project Highlights

Fayette County Economic Development & Tourism is a partner for several projects taking place in 2022 throughout the county.

- West Union to Echo Valley State Park Recreational Trail - City of West Union (Funding Identification and Support)
- Northeast Iowa Bike Trail Map - Northeast Iowa RC&D (Content Development and Support)



# 2022 Priorities

# 4

## 1

### **Housing Study and Action**

Item 1.

Fayette County Economic Development & Tourism will work with Upper Explorerland Regional Planning Commission to complete a housing assessment/study for Fayette County that will include the following scope:

- Research and review of current data, conditions, and previous plan(s)/study(ies)
- Convene steering committee and facilitate meetings
- Create and distribute virtual community housing survey
- Host community meetings
- Compile and analyze community input and data
- Prepare draft document
- Host community open house
- Prepare and print final document

The final document will help to inform future decisions regarding housing development, improvement, and incentives.

Fayette County also plans to participate in an effort by the Northeast Iowa Housing Trust Fund to create a county-level housing revolving loan fund.

## 2

### **Marketing and Promotion**

Fayette County Economic Development & Tourism will facilitate development of marketing tools to promote the county and it's business and resources locally, regionally, statewide, and nationwide:

- Support and guidance to communities to expand and improve upon community programming/events
- Development of a business/resource database
- Development of a Fayette County Travel Guide and logo/branding with Northeast Iowa RC&D
- Enhancement of website and social media
- Participation in events and tradeshow

## 3

### **Community and Business Support**

Fayette County Economic Development & Tourism will participate in various community and county-wide meetings and initiatives focused on long-range planning, project support, and community development. The Board will also work to support existing, expanding, and potential small businesses.

## 4

### **Home Base Iowa Designation**

Hanson will work with the Fayette County Economic Development & Tourism Executive Committee and Home Base Iowa Steering Committee to develop incentives and complete the application for the program.



# Annual Fayette County Economic Development & Tourism Member Contributions

Item 1.

Type	Entity	Annual Contribution
City Contributions*	City of Arlington	\$400.00
	City of Clermont	\$601.44
	City of Elgin	\$732.56
	City of Fayette	\$1,514.55
	City of Maynard	\$517.00
	City of Oelwein	\$7,466.95
	City of St. Lucas	\$143.00
	City of Wadena	\$231.40
	City of West Union	\$2,863.52
Financial Institution Contributions	Bank 1st (West Union)	\$500.00
	Bank Iowa (Waucoma)	\$500.00
	Community Bank of Oelwein	\$2,500.00
	Elgin State Bank	\$150.00
	Fidelity Bank of Oelwein	\$1,500.00
	First State Bank (Fayette)	\$500.00
	Kerndt Brothers Savings Bank (West Union)	\$500.00
	Maynard Savings Bank	\$870.00
	Veridian Credit Union	\$1,000.00
Utility Partner Contributions	Allamakee-Clayton Electric Coop.	\$750.00
	Alliant Energy	\$1,500.00
	Alpine Communications	\$100.00
	Black Hills Energy	\$1,500.00
	East-Central Iowa REC	\$1,000.00
Total:		\$27,340.42

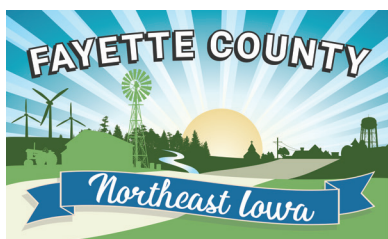


Annually, the Fayette County Economic Development Board approves an overall budget the includes expenditures such as:

- Marketing and Advertising
- Tradeshow Expenses
- Sponsorship Items
- Conferences and Workshops
- Annual Partner Membership Dues
- Studies and Data Gathering
- Financial Leveraging/Grant Matching Dollars
- Publication Development and Printing
- Photography/Videography
- Small Business Incentive Programs



*The Fayette County Board of Supervisors procures Mallory Hanson's coordination services through an annual contract with Northeast Iowa RC&D*



[www.fayettecounty.iowa.gov](http://www.fayettecounty.iowa.gov)



[www.northeastiowarcd.org](http://www.northeastiowarcd.org)





## Minutes

City Council Meeting  
20 Second Avenue SW, Oelwein  
March 28, 2022 - 6:00 PM

### Pledge of Allegiance

Call to Order by Mayor DeVore at 6:00PM.

Roll Call            Present:            Payne, Stewart, Weber, Lenz, Garrigus, Seeders

                         Also Present:    Mulfinger, Rigdon, Dillon

                         Absent:

### Additions or Deletions

A motion was made by Weber, seconded by Lenz to adopt the Agenda as presented. All voted aye.

Motion carried.

### Citizens Public Comments

No citizen public comments were made.

### Consent Agenda

1. Consideration of a Motion to approve the March 14, 2022 minutes.
2. Claims Resolution in the amount of \$453,702.66.
3. Consideration of a Motion to renew the Class C Beer Permit for Kwik Trip.
4. Consideration of a Motion to renew the Class C Liquor License for Leo's Italian Restaurant.

A motion was made by Weber, seconded by Garrigus to approve the Consent Agenda. All voted aye.

Motion carried.

### Ordinances

5. Consideration of an Ordinance Amending Chapter 22 Vehicles and Traffic Article IX Snowmobiles and All-Terrain Vehicles. - First Reading

Stewart made a motion to adopt the Ordinance with his suggested changes. Payne suggested additional changes. Seeders questioned what the fee would be and listed more changes she would like made. Weber inquired what the fine is for not following the code. Stewart and Payne suggested more changes to be made. Stewart amended his motion to include all council changes and list new Ordinance again for the first reading at the next council meeting, seconded by Lenz. All voted aye.

Motion carried.

Mayor DeVore told Council members to email their changes to the Ordinance to Mulfinger in order to prepare the updated version for the next council meeting.



## Resolutions

6. Consideration of a Resolution Awarding Downtown Properties Forgivable Loans for Building Improvements Provided by Tax Increment Financing.

A motion was made by Weber, seconded by Stewart to adopt Resolution No. 5345-2022.

Ayes: Payne, Stewart, Weber, Lenz, Garrigus, Seeders

Nays: None

Motion carried.

7. Consideration of a Resolution authorizing and approving a certain Loan Agreement, providing for the issuance of \$4,120,000 General Obligation Corporate Purpose and Refunding Bonds, Series 2022 and providing for the levy of taxes to pay the same.

A motion was made by Weber, seconded by Garrigus to adopt Resolution No. 5346-2022.

Ayes: Payne, Stewart, Weber, Lenz, Garrigus, Seeders

Nays: None

Motion carried.

## Motions

8. Consideration of a Motion to approve Oelwein Municipal Airport Rehabilitate Runway, Taxiway and Apron 2022 Bid Specifications Notice to Bidders.

A motion was made by Seeders, seconded by Payne to approve the Oelwein Municipal Airport Rehabilitate Runway, Taxiway and Apron 2022 Bid Specifications Notice to Bidders. Five ayes, 1 nay (Weber). Motion carried.

9. Consideration of a motion to award Bacon Concrete LLC in the amount of \$177,660 for Segment 3 Trail Improvements.

Eight Bidders of the Segment 3 Trail Improvements with Engineers Opinion of Cost (\$185,745.00) are: Bacon Concrete LLC (\$177,660.00), Miller's Construction (\$183,299.18), Matt Construction (\$185,719.00), Baker Enterprises, Inc. (\$185,781.00), Tschiggfrie Excavation, Co. (\$205,211.60), Eastern Iowa Excavating and Concrete (\$222,302.40), Ethan Koehn Construction (\$236,722.62), and Vieth Construction, Corp. (\$308,903.00)

A motion was made by Stewart, seconded by Weber to award Bacon Concrete for Segment 3 Trail Improvements. All voted aye. Motion carried.

10. Consideration of a Motion allowing Oelwein Celebration Renewed, Inc. to utilize the soccer fields on July 30, 2022 for the circus.

A motion was made by Seeders , seconded by Stewart to allow Oelwein Celebration Renewed to utilize the soccer fields for the circus. All voted aye. Motion carried.

11. Consideration of a Motion reviewing the recommendation from Planning, Finance, Enterprise, and Economic Development Committee on the Hotel/Motel Application for Oelwein Celebration.

A motion was made by Lenz, seconded by Garrigus to approve the Planning, Finance, Enterprise, and Economic Development recommendation of \$10,000 to Oelwein Celebrations Renewed, Inc. All voted aye. Motion carried.



12. Consideration of a Motion to approve Pony Express to collect funds at the intersection of Frederick and Charles on April 15, 2022 with the help of Boy Scout Troop 37.

A motion was made by Weber, seconded by Lenz to approve Pony Express to collect funds on April 15, 2022 with the help of Boy Scout Troop 37. All voted aye. Motion carried.

#### Committee Reports

13. Stewart to report on the Airport Board Meeting.

Full minutes can be found at <http://www.cityofelwein.org/government/agendas-and-minutes.html>

14. Lenz to report on the Park and Recreation Commission Meeting.

Full minutes can be found at <https://www.elwein.lib.ia.us/about/library-board-minutes-1>

#### Council Updates

- A. Lynda Payne Newsletter

Payne is interested in starting a newsletter and work with council to contribute articles for a "Council's Corner" spot in the Elwein Daily Register. Articles could also be posted on the City's website and Facebook page.

#### Mayor's Report

- A. Consideration of a Motion nominating Terry Hull to the Planning and Zoning Commission.

A motion was made by Weber, seconded by Garrigus to nominate Terry Hull to the Planning and Zoning Commission. All voted aye. Motion carried.

- B. Consideration of a Motion nominating Blake Kerns and Cortney VanDenHul to the Library Board of Trustees.

A motion was made by Payne, seconded by Garrigus nominating Blake Kerns and Cortney VanDenHul to the Library Board of Trustees. All voted aye. Motion carried.

#### City Attorney's Report

Dillon reported his office had dismissed one court abatement case because the resident complied and cleaned the property.

#### City Administrator's Report

- A. City Administrator's Report

The UV system is up and running at the Wastewater Treatment Plant. Last fall's watermain project is starting back up to finish within the next two months, now in the Southeast part of town.

#### Adjournment

A motion was made by Weber, seconded by Lenz to adjourn the meeting at 6:43PM.

All voted aye. Motion carried.



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Brett DeVore, Mayor

ATTEST:

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Dylan Mulfinger, City Administrator

I, Dylan Mulfinger, City Administrator in and for the City of Oelwein, Iowa do hereby certify that the above and foregoing is a true accounting of the Council Proceedings held March 28, 2022 and copy of said proceedings was furnished to the Register March 30, 2022.

---

Dylan Mulfinger, City Administrator



Services <[https://directory.iowa.gov/service/Index?](https://directory.iowa.gov/service/Index?ga=1.101492737.1604613096.1488473035&ia_slv=1648224270480)

(App-157505)

Agencies <[https://directory.iowa.gov/?ia\\_slv=1648224270480](https://directory.iowa.gov/?ia_slv=1648224270480)>

Social <[https://directory.iowa.gov/social/Index?ia\\_slv=1648224270480](https://directory.iowa.gov/social/Index?ia_slv=1648224270480)>

<[https://www.iowa.gov/search/google?ia\\_slv=1648224270480](https://www.iowa.gov/search/google?ia_slv=1648224270480)>

## License or Permit Type

License or Permit Type

Length of License Requested

Class E Liquor License

12 Month

Tentative Effective Date

Tentative Expiration Date

2022-06-01

2023-05-31

## Privileges / Sub-Permits Information

### Privileges

Sunday Sales

### Sub-Permits

Class B Wine Permit

Class C Beer Permit



## Premises Information

### Business Information

**\* (required) Name of Legal Entity (The name of the individual, partnership, corporation or other similar legal entity that is receiving the income from the alcoholic beverages sold)**

CASEY'S MARKETING COMPANY

**\* (required) Name of Business (D/B/A)**

CASEY'S GENERAL STORE #2682

**Indicate how the business will be operated**

Publicly Traded Corporation

**\* (required) Federal Employer ID #**

42-1435913

**\* (required) Business Number of Secretary of State**

184278

**Tentative Expiration Date**

May 31, 2023

### Premises Information

**Please select here if your location is in an unincorporated town**

### Address of Premises:

**Address or location**

105 1ST AVE SE,Oelwein,Iowa,Fayette

Search by a location name or address to automatically populate the address fields below (optional)

**\* (required) Premises Street**

105 1ST AVE SE

**Premises Suite/Apt Number**



**\* (required) Premises City**

Oelwein

**Premises State**

Iowa

**\* (required) Premises Zip/Postal Code**

50662

**Premises County**

Fayette

**\* (required) Local Authority**

City of Oelwein

**Control of Premises**

Own

**Are other liquor, wine or beer businesses accessible from the interior of your premises?**

No

**\* (required) # of Floors:**

1

**Premises Type**

Convenience Store

**Does your premises conform to all local and state health, fire and building laws and regulation?**

Yes

**Does or will your licensed location wholesale alcoholic spirits to on-premises liquor control licensees?**

No

**\* (required) Square footage of the entire retail sales area of the business, including area of walk-in coolers that are accessible to the public. This includes all areas where non-alcohol products are also sold. Do not include areas that are not accessible to the public (offices, bathroom, kitchen, storage area etc.).**

1,805

**Do you sell gasoline?**



**\* (required) Square footage of the entire interior area of the building, including, but not limited to, all areas used in the storage, distribution, whole-sale and retail sale of merchandise, offices, bath-rooms, break rooms etc.**

Yes

3,183

**Do you have a separate premises for the sale of alcoholic liquor (spirits)?**

**Hours of Operation: Beginning**

6:00 AM

No

**Hours of Operation: Ending**

**Hours deliveries may be received: Beginning**

2:00 AM

5:00 AM

**Hours deliveries may be received: Ending**

**Are the hours of deliveries flexible?**

4:00 PM

Yes

**Contact Information**

**\* (required) Contact Name**

**\* (required) Business**

Madison Paulson

**(required) ExtensiPhone**

on (319) 283-3423

**\* (required) Email Address**

**\* (required) Phone**

madi.paulson@caseys.com

**(required) Extensi**(515) 381-5974

on



Same as Premises Address

Mailing Address:

Address or location

PO Box 3001,Ankeny,Iowa,

Search by a location name or address to automatically populate the address fields below (optional)

Mailing Street

Mailing Suite/Apt Number

PO Box 3001

Mailing City

Mailing State

Ankeny

Iowa

Mailing Zip/Postal Code

Mailing County

50021

Ownership

**DOUGLAS BEECH**

**42-0935283**

**BRIAN JOHNSON**

**Position:** ASSISTANT  
SECRETARY

**CASEY'S  
GENERAL STORE,  
INC.**

**Position:** VICE  
PRESIDENT

**SSN:** XXX-XX-3010

**Position:** OWNER

**SSN:** XXX-XX-7458

**US Citizen:** Yes

**SSN:** XXX-XX-6789

**US Citizen:** Yes

**Ownership:** 0%

**DOB:** 12/21/1962

**Ownership:** 0%

**DOB:** 12/21/1962

**US Citizen:** Yes

**DOB:** 08/26/1975



<b>SAMUEL JAMES</b>	<b>James R. Pistillo</b>	<b>JULIA</b>
<b>Position:</b> PRESIDENT	<b>Position:</b>	<b>JACKOWSKI</b>
<b>SSN:</b> XXX-XX-0864	TREASURER	<b>Position:</b> SECRETARY
<b>US Citizen:</b> Yes	<b>SSN:</b> XXX-XX-7092	<b>SSN:</b> XXX-XX-0788
<b>Ownership:</b> 0%	<b>US Citizen:</b> Yes	<b>US Citizen:</b> Yes
<b>DOB:</b> 07/04/1983	<b>Ownership:</b> 0%	<b>Ownership:</b> 0%
	<b>DOB:</b> 07/06/1971	<b>DOB:</b> 02/24/1966

Criminal History Information

Since the license was last issued, has anyone listed on the Ownership page been charged or convicted of a felony offense in Iowa or any other state of the United States?	Since the license was last issued, has anyone listed on the Ownership page been convicted of any violation of any state, county, city, federal or foreign law (not including traffic violations, except those that are alcohol related)?
No	No

Local Authority Information

Extension	* (required) Daytime Phone for	Sketch on File
	Local Authority	Yes
	(319) 283-5440	



**Lease, Final Sales Contract, or Warranty Deed  
on File (Purchase agreements not accepted)**

Yes

**Premise's Address Correct?**

Yes

**Premises Zoned Properly?**

Yes

**Fire Inspection Completed?**

No

**Health Inspection Completed?**

No

**Was a DCI background check run?**

No

**Previous License Number for this Location**

**\* (required) Local Authority Email Address**

deputyclerk@cityofelwein.org

**Comments**

**Amount Owed to Local Authority**

100.00

Document Upload Information



DOCUMENT NAME

Deed/Final Sales Contract or Lease

UPLOADED DOCUMENTS

ADDITIONAL COMMENTS

DOCUMENT NAME

Sketch

UPLOADED DOCUMENTS

ADDITIONAL COMMENTS





**OELWEIN POLICE DEPARTMENT  
CITY OF OELWEIN, IOWA  
MEMORANDUM**

**FROM:** Jeremy P. Logan, Chief of Police

**DATE:** March 30, 2022

**TO:** City Administrator Dylan Mulfinger – Mayor Brett DeVore – Oelwein City Council

**SUBJECT:** UTV Ordinance

I would like to thank the city council for their discussions on the UTV ordinance and pointing out areas in which the council feels there should be adjustments. No one likes to see how the sausage is made, but ultimately, they hope to enjoy the final product. That should be our goal on this as well. There is plenty of time to vet this ordinance and ensure that we are getting the best product for our community. I would like to address a few areas in which I still have concerns about and also provide some clarifications.

22-212(6) – I would recommend the removal of all wording related to an appeal. If an officer is going to suspend the permit privileges based on a number of offenses, those offenses would have already been through the court system for action. Having a council committee review a guilty plea or a guilty finding from a judge is an unnecessary layer of process.

The original proposal, under section 22-214, called for the prohibition these devices on any state highway and three other city streets. As you may have read in other city ordinances, it is common to have some streets restricted from use. I would ask that the Oelwein City Council reconsider removing 2<sup>nd</sup> Street SE, 7<sup>th</sup> Street SE, and 8<sup>th</sup> Ave SE, from those roads that are prohibited. This proposal is based upon the understanding that these three roadways are main traffic routes to the hospital, medical clinics, nursing homes, the school, and the performing arts center. These routes hit both ends of the age spectrum for driver experience and driver concerns for response and reaction. The school presents a challenge with more inexperienced drivers on the roadway, and the hospital, medical clinics, and performing arts center present a challenge with an increase in emergency traffic as well as elderly drivers. With the number of other roadways in the community to travel on, the prohibition of these roadways should not be a hardship.

Removal of wording that restricts the UTV from travelling on roadways with a speed limit greater than 25 mph and from travelling greater than 25 mph. I respect the council's decision on this and would ask for a general restriction of speed that would be an acceptable compromise. Suggested wording to be added: "Operators shall abide by all traffic laws and posted traffic signs and operate at a rate of speed not greater than thirty-five miles per hour." The purpose that has been provided to allow UTV's on the roadway is for ease of travel and leisure. Operating faster than 35 mph reduces the safety to our overall public and reducing the "leisure" ride in a city.

Thank you for your consideration.



ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE AMENDING CHAPTER 22 VEHICLES AND TRAFFIC ARTICLE IX SNOWMOBILES AND ALL-TERRAIN VEHICLES OF THE CODE OF ORDINANCES OF THE CITY OF OELWEIN, IOWA

BE IT ORDAINED by the City Council of the City of Oelwein, Iowa, as follows:

Section 1. That the General Ordinances of the City of Oelwein adopted July 1, 2012, be amended by adding the following to Chapter 22 Vehicles and Traffic Article IX Snowmobiles and All-Terrain vehicles. The purpose of this ordinance is to update the ordinance to include utility terrain vehicles (UTV's).

Section 2. The original Code section 22-210 to 22-213 shall be deleted in its entirety and replaced with the following:

ARTICLE IX  
SNOWMOBILES AND UTILITY TERRAIN VEHICLES

SECTION 22-210. PURPOSE.

To provide reasonable rules and regulations for the maintenance and operation of snowmobiles and utility terrain vehicles (UTV's) and to establish areas where snowmobiles and utility terrain vehicles may be used for the safety and general welfare in the City of Oelwein, Iowa.

SECTION 22-211. DEFINITIONS.

1. For use within this Article, unless the context otherwise requires, all the terms used in this Article shall have the same meaning as those set forth in Iowa Code Section 321G.1.
2. "UTV s" (Utility Terrain Vehicles) means a motorized flotation-tire vehicle with not less than four and not more than eight low-pressure tires that is limited in engine displacement to less than 1,500 cubic centimeters and in total dry weight of not more than 1,900 pounds and that has a seat which is of bucket or bench design, not intended to be straddled by the operator, and a steering wheel or control levers for control.
3. "Highway" means any street, alley, avenue, boulevard or other roadway square or public places open to public travel in this City. (Ord. 17-68 § 1 (8), 1969)

SECTION 22-212 REGISTRATION

1. No person shall operate an UTV or snowmobile on any approved roadway, for any purpose, unless the operator possesses a City of Oelwein permit to do so, issued by the Oelwein Police Chief, or their designee.
2. The Oelwein Police Department shall not issue a permit until the owner/operator has provided the following:
  - a. Evidence that the operator is at least 18 years of age and in possession of a valid Iowa driver's license.
  - b. Proof that the UTV or snowmobile is registered with the Iowa DNR.
  - c. Proof that the owner and operator have liability insurance covering operation of UTVs or snowmobile on approved City roadways in the amount required by the Code of Iowa.
3. The fee for such City permits shall be set by the city of Oelwein by Resolution and shall be valid for one (1) calendar year from January 1st through December 31st. Permit fees will not be pro-rated.
4. All permits shall be issued for a specific snowmobile or UTV. Permit holders will be issued a number and a sticker to affix to the left rear of the vehicle in a place that can be easily seen by others viewing said vehicle from behind.
5. The permit shall be suspended for 30 days for a first offense; 90 days for a second offense; and a permanent revocation for the third offense occurring within a twelve-month period for any violation occurring while operating an UTV or snowmobile of Iowa Code Chapters 321 or this ordinance.
6. The permit may be suspended or revoked by any law enforcement officer upon finding evidence that the permit holder has violated the conditions of the permit or has abused the privilege of being a permit holder. There shall be no refund of the permit fee. Should permit be suspended or revoked, the owner or operator may seek review of such City action the Public Safety Committee.



7. Only UTVs that are part of a fundraiser or community event are exempt from registration. Snowmobiles passing through Oelwein on a clearly marked route or that are part of a fundraiser or community event are exempt from registration.

#### SECTION 22-212. OPERATION LIMITATIONS SNOWMOBILES

1. Any person may operate and use a snowmobile upon the city streets with the exception of Highways 150 and 3 and all public right-of-way, streets and alleys in the C-1 Central Business District, taking the most direct street to the corporate limits of the City, except that a registered snowmobile may be operated upon a prohibited city street, other than a state highway, under the following conditions:
  - A. Upon a city street which has not been plowed during the snow season;
  - B. Upon a city street in an emergency during the period of time when and at locations where snow upon the roadways render travel by conventional motor vehicles impractical.
2. A snowmobile may make a direct crossing of a prohibited street or highway provided:
  - A. The crossing is made at an angle of approximately ninety degrees to the direction of the highway and at a place where no obstruction prevents a quick and safe crossing; and
  - B. The snowmobile is brought to a complete stop before crossing the shoulder or main traveled way of the highway; and
  - C. The driver yields the right of way to all oncoming traffic which constitutes an immediate hazard;
3. Each snowmobile operated within the city shall be equipped with at least one head lamp and one tail lamp that comes standard from the manufacturer, which shall be lighted during the operation on a public street at any time from sunset to sunrise, and at such times when conditions such as fog, snow, sleet or rain provide insufficient lighting to render clearly discernible persons and vehicles at a distance of five hundred feet ahead.
4. Every snowmobile shall be equipped with brakes which conform to standards prescribed by the department of transportation.
5. Snowmobile shall not be operated without suitable and effective muffling devices which limit engine noise to not more than eighty-six decibels as measured on the "A" scale at a distance of fifty feet, except a snowmobile, manufactured after July 1, 1973, which shall have a muffler system that limits engine noise to not more than eighty-two decibels as measured on the "A" scale at a distance of fifty feet, and a snowmobile manufactured after July 1, 1975, which shall have a muffler system that limits engine noise to not more than seventy-eight decibels as measured on the "A" scale at a distance of fifty feet.
6. Deleted. (Ord. No. 1010, 02-10-2003.)
7. A snowmobile shall not be operated at a rate of speed greater than reasonable or proper under all existing conditions. In no event shall an all-terrain vehicle or snowmobile be operated upon a public street at a rate of speed in excess of the posted speed limit.
8. A snowmobile shall not be operated in a careless, reckless or negligent manner so as to endanger the person or property of another or to cause injury or damage thereto.
9. A snowmobile shall not be operated while the operator is under the influence of intoxicating liquor or narcotics or habit-forming drugs.
10. No person shall operate any snowmobile upon any sidewalk or public right-of-way outside the curb line of the street or alley.
11. A person, after having received a visual or audible signal from a police officer to come to a stop, shall not operate a snowmobile in willful or wanton disregard of the signal or interference with or endanger the officer or any other person or vehicle, or increase speed or attempt to flee to elude the officer.
12. A snowmobile shall not be operated on or across a city street or public highway by a person under eighteen years of age who does not have in the person's possession a safety certificate issued to the person by the State of Iowa.
13. No person shall operate a snowmobile on private property of another without prior permission.

Snowmobiles shall be defined pursuant to Iowa Code 321.1 and 3216.1(20). (Ord. No. 1120, 6-26-2012.)

#### SECTION 22-213 OPERATION LIMITATIONS UTV

1. A person shall not drive or operate an UTV:
  - a. Unless they are 18 years of age, have a valid driver's license-are registered with the Iowa Department of Natural Resources (IDNR) with properly displayed registration decal and have a valid proof of insurance on their UTV OR
  - b. Operators under the age of 18 and who possess a valid driver's license and have a valid IDNR Certification for Off-Road Utility Vehicle education course.
2. Passengers under the age of 18 shall have an approved helmet.



3. Operators shall abide by all traffic laws and posted traffic signs.
4. No person shall operate a UTV without brakes, a lighted Iowa Department of Transportation approved headlight and taillight to render clearly discernible persons and vehicles at a distance of five hundred feet ahead and back, and, have a minimum one mirror to allow visibility to a minimum distance of 200 feet behind the vehicle. All headlight and taillight equipment must come standard with the equipment from the manufacturer to be approved.
5. No person shall operate a UTV in a careless, reckless, or negligent manner endangering the person or property of another or causing injury or damage to the same.
6. No person shall operate a UTV with more persons on the vehicle than it was designated to carry.
7. The operator and passengers of an UTV shall wear the seatbelt or harness as so equipped by the manufacturer
8. All passengers must be properly seated while the UTV is in motion.
9. No children under the age of six are permitted on a UTV.
10. No person shall operate a UTV on private property without the consent of the property owner.
11. No person shall operate a UTV on recreational bike/walking trails or sidewalks.
12. UTV's are prohibited from operating on the following roadways:
  - a) A state highway
13. The UTV can cross these roadways in order to access an approved roadway

#### SECTION 22-214 NEGLIGENCE

1. The owner and operator of a UTV are liable for any injury or damage occasioned by the negligent operation of the UTV.
2. All persons who operate or ride on UTVs on streets inside the city limits of Oelwein do so at their own risk and peril. The city has no liability under any theory of liability, for UTV s that are operated on the highway of the city.

#### SECTION 22-215 ACCIDENT REPORTS

1. Whenever a UTV is involved in an accident resulting in injury or death to anyone or property damage amounting to one-thousand-five-hundred dollars (\$1,500.00) or more, either the operator or someone acting for the operator shall immediately notify a law enforcement officer as required under Iowa Code Sections 3211.11 and 321.266.

#### SECTION 22-216 EXEMPT VEHICLES.

1. Ambulance, Fire, Law Enforcement, and Oelwein Public School UTV s are exempt from these hours of operation and areas prohibited in performance of their duties.
2. Special events can be exempt from UTV hours of operation and areas prohibited only with the prior approval of the Oelwein City Council. (i.e., Oelwein Celebration, Oelwein Homecoming, Old Thyme Christmas, etc.)

#### SECTION 22-217 STREET ETIQUETTE.

1. Except when executing a left turn, UTV's shall be driven as close as practical to the right-hand edge of any highway.
2. When necessary to prevent congestion of traffic UTV s shall be pulled to the right-hand edge of the highway and be stopped to allow other motor vehicles traveling in the same direction to pass.
3. When two or more UTV s are being operated in the same direction and in the general vicinity on a highway, they shall proceed in single file.
4. A UTV may be parked on a highway or parking lots only in designated parking spaces.

#### SECTION 22-218 VIOLATION & PENALTIES.

Violation of this Ordinance constitutes a Simple Misdemeanor. The scheduled fine for violation of this section shall be two hundred and fifty dollars (\$250.00) plus all applicable court costs and fees.

1. All ordinances or parts of ordinances which conflict herewith are repealed.
2. Severability Clause. If any section, provision, or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision, or part thereof not adjudged invalid or unconstitutional.
3. This ordinance shall be in full force and effect from and after its passage and publication, as provided by law from and after the 1st day of July, 2022.

(Ord. No. 473, 2-28-72; Ord. No. 514, Section 1, 1-17-75; Ord. No. 564, Section 1, 4-11-77; Ord. No. 909, 1-23-95.)

State law reference – Section 321G.1 (2), Code of Iowa.



SECTIONS 22-220 - - 22-229. Reserved.

Section 3. That all Ordinances or parts thereof in conflict herewith be and the same are hereby repealed. This Ordinance shall become effective upon the date specified above.

First reading – April 11, 2022  
Second reading –  
Third reading –

Passed and adopted by the City Council of the City of Oelwein, Iowa, this \_\_\_\_\_ day of \_\_\_\_\_.

\_\_\_\_\_  
Brett DeVore, Mayor

Attest:  
  
\_\_\_\_\_  
Dylan Mulfinger, City Administrator

Recorded \_\_\_\_\_

\_\_\_\_\_  
Dylan Mulfinger, City Administrator

First Reading on April 11, 2022 :  
It was moved by \_\_\_\_\_ and seconded by  
that the Ordinance as read be adopted, and  
upon roll call there were:  
AYES    NAYS    ABSENT    ABSTAIN

Garrigus  
M Weber  
Payne  
Lenz  
Stewart  
Seeders

Second Reading on \_\_\_\_\_ It was  
moved by \_\_\_\_\_ and seconded by  
that the Ordinance as read be adopted (or to  
suspend the rules), and upon roll call there  
were:  
AYES    NAYS    ABSENT    ABSTAIN

Garrigus  
M Weber  
Payne  
Lenz  
Stewart  
Seeders

Third Reading on \_\_\_\_\_ It was  
moved by \_\_\_\_\_ and seconded by  
that the Ordinance as read be adopted (or to  
suspend the rules) and upon roll call there were:  
AYES    NAYS    ABSENT    ABSTAIN

Garrigus  
M Weber  
Payne  
Lenz  
Stewart  
Seeders





To: Mayor and Council

From: Dylan Mulfinger

Subject: Salary Schedule

Date: 4/11/2022

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The City Council and staff have worked on salaries for FY2023 more than any other salary resolution in the past five years. This thorough analysis has been needed as the environment to attract and retain employees is currently outrageous. While it is great to be an employee now, being an employer and figuring out how to weather this current situation proves to be difficult.

The current wage increase is still below the Midwest Consumer Price Index. The wage increase presented is \$4,000 over the recommendation of \$71,768 from the fall committee. This figure excludes longevity. City Council has provided direction to implement the wages below and hold longevity.

#### City Hall

The City had several qualified candidates apply for the Administrative Assistant Position, and were turned down by more experienced candidates because of the wages. The City Administrator is recommending four percent increase for the positions within the Administration department. This will help with retention and cost of living.

#### Police

All changes were voted in place January 2021.

#### Community Development

The Community Development Department is not an increase across the board. The City Administrator has made changes to next year to reflect careful evaluation of the department. The Code Enforcement Officer has been moved to an operator category. This changed because an evaluation of the workload determined needed changes to the current wage. This is a new position, so changes were anticipated. The Building Inspector wages have been moved to a Grade II category. The licenses and expertise needed in this position warrant moving it to a higher pay scale.

#### Parks, Cemetery, Recreation, and Aquatics

The wage committee that met in Fall/Winter of 2021 wanted to bring each person to \$12.00 an hour. An analysis of this request showed an increase of \$13,944.25 for the cemetery, \$11,484.00 for the parks, and \$14,967 for the aquatics center. This would be a total budget increase of \$40,395.25. This is a significant increase for these departments within the general fund. These increases would greatly help the lack of applications for parks, cemetery, and the aquatic center. As of this writing, applications and returning employee numbers for the pool are going well. The committee provided a recommendation of an increase of \$19,495. While it does not accomplish the goal to bring everyone to \$12.00, it does address current





needs. Each year the city can work toward increase in these positions to attract and retain part time employees.

On March 28 the council provided direction that all part time employees in the Cemetery, Parks, Recreation, and Library should be moved to \$12.00.

#### Public Works

The City is in need of raising wages in this department to ensure retention. The initial proposal for Public Works was to raise wages 12.5 percent. This proposal was turned down by the fall committee. The twelve percent raise places these positions in line with local maintenance positions at some of our industrial businesses. The City has continued to see less applications for these positions and is competing locally for top talent. The City Administrator worked with the Utility Supervisor for a plan for Wastewater Grave IV position. This plan was on target, then an employee left the state. The City will continue to have a difficult time ensuring that positions are filled in grade IV because of the complexity and requirements of the position.

The 12.5 percent raise is \$33,990 more than the committee's proposal of \$37,500. It is the recommendation of the City Administrator to move into a six percent increase in operator and Grade I. An eight percent increase in Grade II. Finally, to make the higher grades more attractive, a ten percent increase for Grade III and a twelve percent increase for Grade IV. This increase is proposed to Council in the Salary Resolution. Council should plan on an additional increase each year until the wage and inflation craze stabilizes. The City currently has no employees at or above Grade III. While every employee can work toward a higher grade, the city can only have a maximum of three Grade IV's, because of the logistics of working in the waste treatment plant.

The need to incitive top grades for the City is high as the city will soon be faced with hard decisions concerning Grade IV and attracting those candidates.

#### Library

The City Administrator recommends a four percent for every position. This does not allow for the lowest paid staff to move into a 10 to 12 dollar hour range that the fall committee was working toward. The City does not assign wages for the library, they only fund the budget for the library.

On March 28, the council provided direction that all part time employees in the Cemetery, Parks, Recreation, and Library should be moved to \$12.00.

#### Longevity

The original plan was to place employees in a new step process that included longevity. The fall committee provided direction that going to a longer step process would not be possible this year. That being said the City Administrator is recommending increasing longevity to enhance retention efforts at the city. The last increase to longevity was 2004. The current cost of longevity is \$16,632. The proposed increase will bring the total cost to \$49,898. This will be spread across all city departments except the sworn in police employees. The City Administrator is also recommending increasing longevity annually in line with the Consumer Price Index, Midwest Region.

On March 28, the council provided direction that longevity will remain the same in 2022-2023.



## RESOLUTION NO. \_\_\_\_\_

## RESOLUTION ESTABLISHING COLLECTIVE BARGAINING AND NONUNION SALARIES FOR CITY EMPLOYEES

Be it resolved by the City Council of the City of Oelwein, Iowa that the following salary schedule is hereby adopted and effective with Pay Period Date Beginning June 19, 2022.

## SECTION 1.

**City Hall**

	Biweekly Salary	Hourly
City Administrator	\$4,458.46	
City Clerk/Treasurer (deputy clerk)	\$3,293.96	
<b>Union</b>		
Clerk/Administrative Assistant		
Start		\$19.57
6 Months		\$19.97
12 Months		\$20.36
18 Months		\$20.76
24 Months		\$21.18
Clerk 1		
Start		\$20.70
6 Months		
12 Months		
18 Months		\$21.95
24 Months		\$22.40
Clerk 2		
Start		\$21.83
6 Months		
12 Months		
18 Months		\$23.16
24 Months		\$23.57

**Police Department**

	Biweekly Salary	Hourly
Clerical		
Start		\$19.57
6 Months		\$19.97
12 Months		\$20.36
18 Months		\$20.76
24 Months		\$21.18
Administrative Assistant		
Start		\$19.90



6 Months		
12 Months		
18 Months		\$21.95
24 Months		\$22.40
Police Part-Time Certified	12-month Officer Rate	
Police Part-Time Non-Certified		\$19.63-\$24.46
<b>Union</b>		
Officer	Non - Resident Hourly	Resident - Hourly
Start - Uncertified	\$25.48	\$26.27
1 Year	\$28.02	\$28.89
2 Years	\$29.70	\$30.62
4 Years	\$30.30	\$31.24
7 Years	\$30.90	\$31.86
10 Years	\$31.53	\$32.50
15 Years	\$32.16	\$33.15
20 Years	\$32.49	\$33.49
25 Years	\$32.80	\$33.81
30 Years	\$33.13	\$34.15
	Bi-Weekly Salary	Hourly
Lieutenant - Second		
Start - Non-Resident	\$2,923.08	
Start - Resident	\$3,010.77	
7 Years Non-Resident	1%	
7 Years Resident	1%	
7 Years	1%	
10 Years Non-Resident	1%	
10 Years Resident	1%	
15 Years Non-Resident	1%	
15 Years Resident	1%	
20 Years Non-Resident	1%	
20 Years Resident	1%	
25 Years Non-Resident	1%	
25 Years Resident	1%	
30 Years Non-Resident	1%	
30 Years Resident	1%	
Lieutenant - First		
Non-Resident	\$2,961.54	
Resident	\$3,050.39	
7 Years Non-Resident	1%	



7 Years Resident	1%	
7 Years	1%	
10 Years Non-Resident	1%	
10 Years Resident	1%	
15 Years Non-Resident	1%	
15 Years Resident	1%	
20 Years Non-Resident	1%	
20 Years Resident	1%	
25 Years Non-Resident	1%	
25 Years Resident	1%	
30 Years Non-Resident	1%	
30 Years Resident	1%	
Captain	\$3,605.79	
7 Years Non-Resident	1%	
7 Years Resident	1%	
7 Years	1%	
10 Years Non-Resident	1%	
10 Years Resident	1%	
15 Years Non-Resident	1%	
15 Years Resident	1%	
20 Years Non-Resident	1%	
20 Years Resident	1%	
25 Years Non-Resident	1%	
25 Years Resident	1%	
30 Years Non-Resident	1%	
30 Years Resident	1%	
Police Chief	\$4,441.28	
7 Years	1%	
10 Years	1%	
15 Years	1%	
20 Years	1%	
25 Years	1%	
30 Years	1%	

### Building and Inspections

	Biweekly Salary	Hourly
Zoning Admin/Building Official	\$2,600.64	
Building Inspector		
Start		\$22.47



Qualification- Residential Inspector		\$23.41
Qualification- Residential Electrical		\$24.14
Qualification- Any Commercial		\$26.03
Code Enforcement Officer		
Start		\$20.39
		\$22.19
		\$22.97
		\$24.70
Administrative Assistant		
Start		\$19.57
6 Months		\$19.97
12 Months		\$20.36
18 Months		\$20.76
24 Months		\$21.18

#### Parks and Recreation

	Biweekly Salary	Hourly
Parks Superintendent	\$2,603.12	
Parks Lead		
Start		\$20.39
6 months		\$22.19
12 months		\$22.97
18 months		\$24.70
Campground Host	\$135.00 per week (Includes Camping Fees)	
Seasonal, Part-time, Temporary		
Start		\$12.00
Second Season		\$12.36
Third Season		\$12.73
Fourth Season		\$13.11
Umpire with partner		\$20 (per game)
Umpire without partner		\$25 (per game)
Referee		\$12.00
Tennis Instructor		\$12.00

#### Aquatic Center

Manager		
Start		\$14.00
Second Season		\$14.42
Third Season		\$14.85
Fourth Season		\$15.30
Assistant Manager		
Start		\$12.00
Second Season		\$12.36
Third Season		\$12.73



Fourth Season		\$13.11
Lifeguard		
Start		\$10.00
Second Season		\$10.30
Third Season		\$10.61
Fourth Season		\$10.93
Front Desk and Maintenance		
Start		\$8.00
Second Season		\$8.24
Third Season		\$8.49
Fourth Season		\$8.74
Concession Manager		
Start		\$12.00
Second Season		\$12.36
Third Season		\$12.73
Fourth Season		\$13.11
Private Lessons with Water Safety Instructor		Additional \$.50
Season End Stipend for all hours worked*		Additional \$.25

\*Must work the entire regular season to earn the season end Stipend.

#### Utilities

	Biweekly Salary	Hourly
Utility Superintendent	\$4,185.82	
Utility Lead		\$30.77
Wastewater Lead		\$30.41
<b>Union</b>		
Operator		
Start		\$20.79
6 Months		\$22.62
12 Months		\$23.42
18 Months		\$25.18
Grade I		
Start		\$22.59
6 Months		\$23.50
12 Months		\$24.30
18 Months		\$26.12
Grade II		
Start		\$23.34
6 Months		\$24.31
12 Months		\$25.07
18 Months		\$27.03
Grade III		
Start		\$24.96



6 Months		\$25.74
12 Months		\$26.64
18 Months		\$28.17
Grade IV		
Start		\$26.67
6 Months		\$27.47
12 Months		\$28.40
18 Months		\$30.00
Lead Man		Additional \$.75
Summer Help		
Start		\$12.00
Second Season		\$12.36
Third Season		\$12.73
Fourth Season		\$13.11
Administrative Assistant		
Start		\$19.57
6 Months		\$19.97
12 Months		\$20.36
18 Months		\$20.76
24 Months		\$21.18

**Library (As approved by the Library Board)**

	Biweekly Salary	Hourly
Director	\$2,966.75	
Assistant Director		\$19.06
Outreach Librarian		\$18.86
Part-Time		\$12.00-\$14.67
Pages		\$10.00-\$12.00

SECTION 2. The longevity pay for regular full-time employees, except where otherwise provided for by contract, will be granted in addition to the salaries listed in Section 1. The total listed for longevity is not to be cumulative.

Service	
Over 3 years	\$49.90
Over 5 years	\$60.98
Over 10 years	\$72.08
Over 15 years	\$83.16
Over 20 years	\$94.26
Over 25 years	\$105.34
Over 30 years	\$116.42

SECTION 3. Fulltime non-union personnel electing medical insurance coverage shall contribute toward premiums as outlined below.



Beginning Date	Single Coverage	Family Coverage
July 1, 2021	\$97.92	\$179.16

SECTION 4. Fulltime Union personnel electing medical insurance coverage shall contribute toward premiums as outlined below for each Union.

Police Union		
Beginning Date	Single Coverage	Family Coverage
June 19, 2022	\$97.92	\$179.16
Public Works Union		
Beginning Date	Single Coverage	Family Coverage
June 19, 2022	\$97.92	\$179.16

SECTION 5. All fulltime employees shall receive a paid membership (single or family) in the Williams Wellness Center including a 24-hour access key. One key per family, extra keys at the full annual rate of \$60.00. Oelwein Volunteer Fire Department members will receive a paid single membership to the Williams Wellness Center. Oelwein Police Reserve Officers will receive a paid single membership to the Williams Wellness Center following a one-year probationary period. Part time employees shall receive a single Wellness Center Pass. The pass is good for one year as long as the employee is in good standing with the city.

SECTION 6. An employee who takes on the Safety Official role appointed by the City Administrator receives an additional \$1.00 an hour annually. When the employee is no longer the safety official, the \$1.00 is taken away.

SECTION 7. A City Hall employee, with five years of service in a clerk setting, who takes on the Deputy Clerk/Asst. Treasurer/Office Manager roles are eligible to receive an additional \$1.00 an hour annually. When the employee becomes certified through the Iowa Municipal Finance Officers Association, they are eligible to receive \$1.50 additional pay.

Section 8. The City will assist and pay for training for utility employees interested in obtaining grade certifications. The city will pay the highest-grade levels acquired by the employee.

Section 9. All training class cost (no labor) and suits for Lifeguards are reimbursed by the city. The city only reimburses upon successful completion of class.

Section 10. Part time cemetery and park employees shall receive Memorial Day, Fourth of July, and Labor Day as paid holidays if they work that month. This excludes the library, aquatic, and recreation employees.

Section 11. Part time employees at the parks and cemetery shall receive boots after the successful completion of one full season with the city.

Section 12. Part time wages are in affect April 4, 2022.

SECTION 13 Passed and approved by the City Council of the City of Oelwein, Iowa this 11<sup>th</sup> day of April, 2022.



\_\_\_\_\_  
Brett DeVore, Mayor

Attest:

It was moved by \_\_\_\_\_ and seconded by \_\_\_\_\_ that the  
Resolution as read be adopted, and upon roll call there were:

AYES      NAYS      ABSENT      ABSTAIN

\_\_\_\_\_  
Dylan Mulfinger, City Administrator

Recorded April 12, 2022.

Payne  
Stewart  
Weber  
Lenz  
Garrigus  
Seeders

\_\_\_\_\_  
Dylan Mulfinger, City Administrator



## RESOLUTION NO.

RESOLUTION NAMING OFFICIAL DEPOSITORIES  
FOR THE CITY OF OELWEIN, IOWA

WHEREAS, the City Council of the City of Oelwein, Iowa, has considered approving the following list of financial institutions to be depositories of the City of Oelwein, in conformance with all applicable provisions of the Code of Iowa Chapter 12C (2022), and

WHEREAS, the City Council of the City of Oelwein, Iowa, deems it in the best interest of the City of Oelwein, Iowa, to approve said list of financial institutions,

NOW THEREFORE, be it resolved by the City Council of the City of Oelwein, Iowa, that the following list of financial institutions to be depositories of the City of Oelwein, is hereby approved and designated officials of the City of Oelwein are hereby authorized to deposit funds in amounts not to exceed the maximum approved for each respective financial institution as set forth below.

	LOCATION OF	MAXIMUM UNDER THIS	MAXIMUM UNDER PRIOR
<u>DEPOSITORY NAME</u>	<u>HOME OFFICE</u>	<u>RESOLUTION</u>	<u>RESOLUTION</u>
Fidelity Bank & Trust	Dyersville, IA	\$15,000,000	\$5,000,000
Community Bank of Oelwein	Oelwein, IA	15,000,000	5,000,000
Veridian Credit Union	Waterloo, IA	5,000,000	0
Iowa Public Agency Investment Trust (IPAIT) Investment	Des Moines, IA	5,000,000	5,000,000

ADOPTED Passed and approved by the City Council of the City of Oelwein, Iowa this 11<sup>th</sup> day of April, 2022.

\_\_\_\_\_  
Brett DeVore, Mayor

Attest:

It was moved by \_\_\_\_\_ and seconded by \_\_\_\_\_ that the Resolution as read be adopted, and upon roll call there were:

AYES      NAYS      ABSENT      ABSTAIN

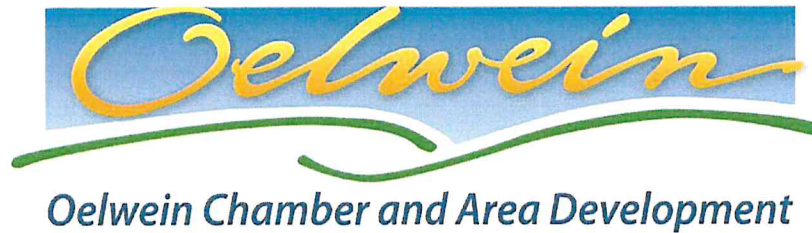
\_\_\_\_\_  
Dylan Mulfinger, City Administrator

Payne  
Stewart  
Weber  
Lenz  
Garrigus  
Seeders

Recorded April 12, 2022.

\_\_\_\_\_  
Dylan Mulfinger, City Administrator





March 31, 2022

Oelwein City Council  
20 Second Ave. SW  
Oelwein, IA 50662

Dear Mayor Devore, City Administrator Mulfinger, and City Council Members:

The Oelwein Chamber & Area Development is requesting permission to close the 10 block of West Charles and the adjacent alleys for our 2022 Party in the Park events on the following Thursdays: June 9, July 14 and August 11. **We are requesting the closure of the street and alleys from 3:30pm – 9pm to allow for setup and cleanup of the event area.** Our events will be held from 5:00 – 8:00pm. Streets will reopen after the street is cleared by attendees and vendors. There will not be a Party in the Park event in September due to the demo and renovation of the Oelwein Community Plaza and Plaza Park.

Thanks much for your consideration in this matter.

Sincerely,

A handwritten signature in blue ink that reads "Debra Howard".

Debra Howard, Executive Director  
Oelwein Chamber & Area Development



RESOLUTION NO. \_\_\_\_\_

A RESOLUTION AUTHORIZING TEMPORARY CLOSURE OF PUBLIC WAYS OR GROUNDS FOR  
OELWEIN ODD RODS

WHEREAS, Iowa Code Section 364. 12 (2) states that " a city shall keep all public grounds, streets, sidewalks, alleys, bridges, culverts, overpasses, underpasses, grade crossing separations and approaches, public ways, squares, and commons open, in repair, and free from nuisance, with the following exceptions "; and

WHEREAS, Iowa Code Section 364. 12 (2) (a) states that "Public ways and grounds may be temporarily closed by resolution "; and

WHEREAS, Oelwein Chamber and Area Development have requested temporarily closure of streets and parks for the following events, locations and times:

NOW, THEREFORE, BE IT RESOLVED by the City Council of Oelwein, Iowa that

Event	Location of Street Closures	Date & Time
Party in the Park	10 block of West Charles and the adjacent alleys	June 9, 2022 3:30 P.M. - 9:00 P.M. July 14, 2022 3:30 P.M. - 9:00 P.M. August 11, 2022 3:30 P.M. - 9:00 P.M.

Oelwein Chamber and Area Development organizers are authorized to temporarily close the aforementioned requested streets and park.

Passed and approved this 11<sup>th</sup> day of April, 2022.

\_\_\_\_\_  
Brett DeVore, Mayor



Attest:

\_\_\_\_\_  
Dylan Mulfinger, City Administrator

Recorded April 12, 2022.

\_\_\_\_\_  
Dylan Mulfinger, City Administrator

It was moved by \_\_\_\_\_ and seconded by \_\_\_\_\_ that the  
Resolution as read be adopted, and upon roll call there were:

AYES      NAYS      ABSENT      ABSTAIN

Weber  
Stewart  
Garrigus  
Seeders  
Payne  
Lenz



**NOTICE OF PUBLIC HEARING**  
**On Proposed Plans, Specifications, Form of Contract, And Estimate of Cost and the**  
**for the**  
**REHABILITATE RUNWAY, TAXIWAY AND APRON**  
**AT THE OELWEIN MUNICIPAL AIRPORT**  
**in the City of Oelwein, Iowa**

**F.A.A. AIP PROJECT NO. 3-19-0067-012**

TO ALL TAXPAYERS OF THE CITY OF OELWEIN, IOWA, AND TO OTHER INTERESTED PERSONS:

Notice is hereby given that the Council of said City will conduct a public hearing on the proposed Plans, Specifications, Form of Contract, and Estimate of Cost for the construction of the above-described improvement project at **6:00 p.m. on April 25, 2022**, said hearing to be held in the Council Chambers in the City Hall, in said City.

The proposed Plans, Specifications, Form of Contract, and Estimate of Cost for said improvements heretofore are on file in the office of the City Clerk, City of Oelwein, Iowa, for public examination, and any person interested therein may file written objection thereto with the City Clerk before the date set for said hearing, or appear and make objection thereto with the City Clerk before the date set for said hearing, or appear and make objection thereto at the meeting above set forth.

Published by authority of the City of Oelwein, Iowa.



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# ENGINEER'S DESIGN REPORT

REHABILITATE RUNWAY, TAXIWAY, AND  
APRON  
OELWEIN MUNICIPAL AIRPORT  
OELWEIN, IOWA

FAA AIP PROJECT NO. 3-19-0067-012

*Prepared For:*

OELWEIN MUNICIPAL AIRPORT  
OELWEIN, IOWA





*Prepared By:*

AECOM  
500 SW 7<sup>th</sup> Street, Suite 301  
Des Moines, Iowa 50309

March 15, 2022



ENGINEER'S DESIGN REPORT  
 FOR  
 REHABILITATE RUNWAY, TAXIWAY, AND APRON  
 AT THE  
 OELWEIN MUNICIPAL AIRPORT  
 OELWEIN, IOWA  
 FAA AIP PROJECT NO. 3-19-0067-012

	<p>I hereby certify that this engineering document was prepared by me or under my direct personal supervision and that I am a duly licensed Professional Engineer under the laws of the state of Iowa.</p> <p style="text-align: right;">        March 14, 2022     </p> <hr/> <p>DAVID B. HUGHES, P.E. <span style="float: right;">Date</span></p> <p>License No. 13037</p> <p>My license renewal date is December 31, 2023.</p> <p>Pages or sheets covered by this seal:  <u>All pages</u></p> <hr/> <hr/> <hr/>
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## Appendices

APPENDIX A: Engineers Cost Estimate



## SECTION 1 GENERAL SCOPE OF PROJECT

The project involves the rehabilitation of the runway, taxiway, apron, and re-stripping pavement markings. The following list summarizes the elements of construction that are anticipated.

### **Runway 13-31:**

- Existing joint re-sealant.
- Random crack routing and sealing.
- Diamond grinding along joints.
- Full depth PCC patching of full and half panels and corner breaks, which includes the removal of pavement and base.
- Paint re-stripping and paint removal.

### **Taxiway:**

- Existing joint re-sealant.
- Random crack routing and sealing.
- Diamond grinding along joints.
- Full depth PCC patching of full and half panels and corner breaks, which includes the removal of pavement and base.
- Paint re-stripping and paint removal.

### **Apron:**

- Existing joint re-sealant.
- Random crack routing and sealing.
- Diamond grinding along joints.
- Full depth PCC patching of full and half panels and corner breaks, which includes the removal of pavement and base.
- Paint re-stripping and paint removal.

The work described above will be funded under an AIP grant allocated to the airport. All items of work are AIP eligible.



## SECTION 2 DESIGN ADVISORY CIRCULARS

The following FAA Advisory Circulars (AC) and Engineering Briefs were used.

- Painting , Marking and Lighting of Vehicles Used on an Airport – AC 150/5210-5D
- Airport Design - AC 150/5300-13A
- Airport Pavement Design and Evaluation – AC 150/5320-6F
- Standards for Airport Marking – AC 150/5340-1L
- Design and Installation Details for Airport Visual Aids – AC 150/5340-30J
- Specification for L-853, Runway and Taxiway Retroreflective Markers – AC 150/5345-39D
- Specification for Runway and Taxiway Light Fixtures – AC 150/5345-46E
- Standards for Airport Sign Systems – AC 150/5340-18F
- Operational Safety on Airports During Construction – AC 150/5370-2G

## SECTION 3 DESIGN STANDARDS

The Oelwein Municipal Airport is an Airplane Design Group B-II aircraft airfield. The Advisory Circular has the following requirements for this classification:

<b>Dimension</b>	<b>Runway 13-31</b>	<b>Runway 18-36 (Turf)</b>
Airplane Design Group	B-II	A-I
Runway Safety Area Width	150 ft	120 ft
Runway Safety Area Length Beyond Runway End	300 ft	240 ft
Runway Object-Free Area Width	500 ft	250 ft
Runway Object-Free Area Length Beyond Runway End	300 ft	240 ft
Taxiway Pavement Width	35 ft	N/A
Taxiway Safety Area Width	79 ft	N/A
Taxiway Object-Free Area Width	131 ft	N/A
Taxiway Design Group	1A	N/A

## SECTION 4 NON-AIP WORK

All work associated with this project is AIP eligible.



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## **SECTION 5 AIRPORT OPERATIONAL SAFETY**

Contractor is responsible for compliance with the requirements of FAA Advisory Circular (AC) 150/5370-2G, Operational Safety on Airports During Construction. Contractor is required to submit a Safety Plan Compliance Document (SPCD) in accordance with AC 150/5370-2G.

The Contractors will place and maintain barricades at the positions indicated on the Construction Safety Plan of the plan sheets. The Contractors shall give the sponsor a minimum of 72 hours' notice for a request to close the runway or taxiways.

All authorized vehicles required to work on the airport property will have a rotating beacon affixed to the uppermost point on the vehicle at all times. The beacon must be visible from all directions day and night, including from the air. If it is not practical to mount a rotating beacon on construction equipment, the equipment shall have a 3'x3' orange and white checkered flag affixed meeting the requirements in AC 150/5210-5D. Vehicle heights within the various construction phases have been limited to 25 feet. See Appendix B for the Safety Operations and Phasing Plans.

## **SECTION 6 SITE CONDITIONS**

### **Soil Conditions**

Not applicable to this project.

.

### **Groundwater Conditions**

Not applicable to this project.

.

## **SECTION 7 PAVEMENT DESIGN**

### **Existing Pavement Section**

Oelwein's existing pavement section is as follows

#### **Runway 13-31:**

5-inches of PCC

3.5-inches of Asphalt Cement

5.5-inches of Base Course

#### **Taxiway:**

5-inches of PCC



Rehabilitate Runway, Taxiway, and Apron  
FAA AIP 3-19-0067-012

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Oelwein, Iowa

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3.5-inches of Asphalt Cement  
5.5-inches of Base Course

Apron:

5-inches of PCC  
6-inches of Asphalt Cement  
5-inches of Base Course

**Aircraft Mix**

Not applicable to this project.

**SECTION 8  
DRAINAGE DESIGN**

Not applicable to this project.

**SECTION 9  
MATERIAL AVAILABILITY**

All materials are locally available.

**SECTION 10  
PAVEMENT MARKING**

The airfield markings were designed in accordance with AC 150/5340-1L. This advisory circular defines markings for runway and taxiway pavements and vehicle roadways. Temporary marking may be used as a method of marking the taxiway and runway until final marking is performed at the completion of paving.

**SECTION 11  
LIGHTING**

During rehabilitation, no lighting shall be affected. During Phase 1 and Phase 2, NAVAIDS and lights will be de-energized and will be energized prior to reopening the airfield.

**SECTION 12  
SIGNAGE**

Not applicable to this project.



Rehabilitate Runway, Taxiway, and Apron  
FAA AIP 3-19-0067-012

Oelwein Municipal Airport  
Oelwein, Iowa

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### **SECTION 13 MISCELLANEOUS WORK ITEMS**

Temporary erosion control measures will be used for the duration of the project. Items include silt fence. All graded areas will be mulched and seeded after paving.

### **SECTION 14 FAA OWNED FACILITIES**

During Phase 1 Runway 13-31 will remain closed and Runway 18-36 will remain open. During Phase 2 the airfield will be closed until the construction has been completed.

### **SECTION 15 UTILITY LINES**

The information concerning underground utilities was completed from information and sketches furnished by or obtained from utility companies, the Owner, the FAA, or the National Weather Service. The Contractor is advised to determine the exact locations from the available sources of information or provide his own means of detection.

### **SECTION 16 ENVIRONMENTAL CONCERNS**

There are no notable environmental concerns. Erosion control devices will be used to control sediment runoff from the project limits.



Rehabilitate Runway, Taxiway, and Apron  
FAA AIP 3-19-0067-012

Oelwein Municipal Airport  
Oelwein, Iowa

### SECTION 17 ENGINEERS ESTIMATE

Item No.	Spec No.	Description	Unit	Plan Quantity	Estimated Unit Price	Extended Total
1	C-105	Mobilization	LS	1	\$19,000.00	\$19,000.00
2	GP 40-05	Traffic Control	LS	1	\$9,500.00	\$9,500.00
3	P-101-5.1	Patches, Full-Depth, Full Slab	SY	120	\$200.00	\$24,000.00
4	P-101-5.1	Patches, Full-Depth Finish, Partial Slab	SY	35	\$200.00	\$7,000.00
5	P-101-5.1	Patches, Full-Depth Finish, Corner Break	SF	450	\$25.00	\$11,250.00
6	P-101-5.2	Diamond Grinding	SF	1,020	\$5.00	\$5,100.00
7	P-101-5.3	Saw and Seal Joints (Apron)	LFT	8,650	\$2.50	\$21,625.00
8	P-101-5.3	Saw and Seal Joints (Runway and Taxiway )	LFT	58,000	\$2.50	\$145,000.00
9	P-101-5.3	Route and Seal Cracks	LFT	900	\$2.00	\$1,800.00
10	P-208-5.1	Crushed Aggregate Base Course – 6 Inch	SY	150	\$25.00	\$3,750.00
11	P-620-5.1	Runway and Taxiway Marking	SF	29,400	\$2.00	\$58,800.00
12	P-620-5.2	Reflective Media (Type I, Gradation A)	LB	1,375	\$2.00	\$2,750.00
13	P-620-5.3	Runway Paint Removal	SF	3,625	\$2.00	\$7,250.00
		<b>Total</b>				<b>\$316,825.00</b>

Table 1: Engineers Estimate

The complete Engineers Cost Estimate can be found in Appendix A.

### SECTION 18 SPONSOR MODIFICATION TO STANDARDS

No design standards have been modified for the proposed work on the FY 2022 Airport Improvement Program.

### SECTION 19 DBE PARTICIPATION

Not applicable to this project.



Rehabilitate Runway, Taxiway, and Apron  
FAA AIP 3-19-0067-012

Oelwein Municipal Airport  
Oelwein, Iowa

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## **APPENDIX A: Engineers Cost Estimate**

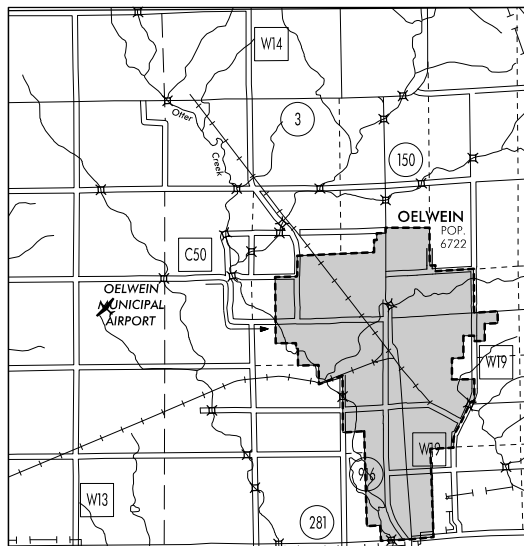


Rehabilitate Runway, Taxiway, and Apron  
FAA AIP 3-19-0067-012

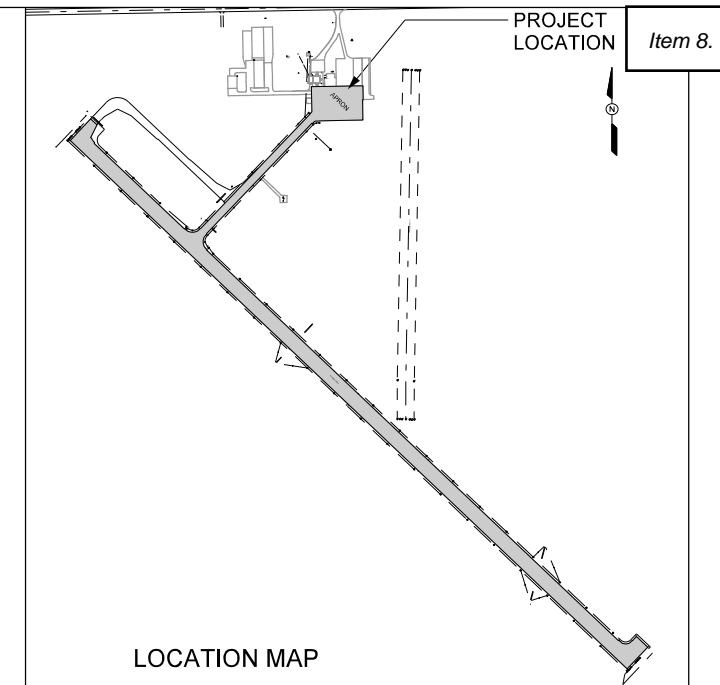
Oelwein Municipal Airport  
Oelwein, Iowa

ENGINEER'S ESTIMATE OF PROBABLE CONSTRUCTION COST OELWEIN MUNICIPAL AIRPORT REHABILITATE RUNWAY, TAXIWAY, AND APRON FAA AIP PROJECT NO. 3-19-0067-012 AECOM PROJECT NO. 60676643 3/11/2022						
ITEM NO.	SPEC. NO.	DESCRIPTION	UNIT	PLAN QUANTITY	ESTIMATED UNIT PRICE	EXTENDED TOTAL
1	C-105	MOBILIZATION	LS	1	\$ 19,000.00	\$ 19,000.00
2	GP 40-05	TRAFFIC CONTROL	LS	1	\$ 9,500.00	\$ 9,500.00
3	P-101-5.1	PATCHES, FULL-DEPTH FINISH, FULL SLAB	SY	120.0	\$ 200.00	\$ 24,000.00
4	P-101-5.1	PATCHES, FULL-DEPTH FINISH, PARTIAL SLAB	SY	35	\$ 200.00	\$ 7,000.00
5	P-101-5.1	PATCHES, FULL-DEPTH FINISH, CORNER BREAK	SF	450	\$ 25.00	\$ 11,250.00
6	P-101-5.2	DIAMOND GRINDING	SF	1,020	\$ 5.00	\$ 5,100.00
7	P-101-5.3	SAW AND SEAL JOINTS (APRON)	LFT	8,650	\$ 2.50	\$ 21,625.00
8	P-101-5.3	SAW AND SEAL JOINTS (RUNWAY AND TAXIWAY)	LFT	58,000	\$ 2.50	\$ 145,000.00
9	P-101-5.3	ROUTE AND SEAL CRACKS	LFT	900	\$ 2.00	\$ 1,800.00
10	P-208-5.1	CRUSHED AGGREGATE BASE COURSE - 6 INCH	SY	150.0	\$ 25.00	\$ 3,750.00
11	P-620-5.1	RUNWAY AND TAXIWAY MARKING	SF	29,400	\$ 2.00	\$ 58,800.00
12	P-620-5.2	REFLECTIVE MEDIA (TYPE I, GRADATION A)	LB	1,375	\$ 2.00	\$ 2,750.00
13	P-620-5.3	RUNWAY PAINT REMOVAL	SF	3,625	\$ 2.00	\$ 7,250.00
TOTAL						\$ 316,825.00
Taxiway CL		Length	Width		Stop Bar	Paint Removal
Yellow	950	0.5	475	Yellow	122	3617
Black	1900	0.5	950	Black	198	
Taxiway CL to West		Length	Width		Tie Down T's	
Yellow	318	0.5	159	Yellow	163	
Black	636	0.5	318	Black	338	
Taxiway CL to East		Length	Width		Number 13	Number 31
Yellow	318	0.5	159	White	950	White 950
Black	636	0.5	318	Black	168	Black 168
Threshold Marking				Aiming Point		Runway Centerlin
White	10350			White	6000	White 3150
Black	1869			Black	460	Black 2126.25
Totals:	White	21400		Beads	1303	
	Yellow	1078			66	
	Black	6913.25				
		29391.25			1368	





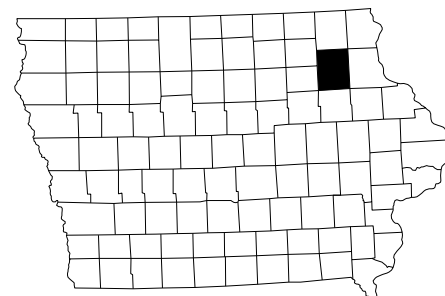
LOCATION MAP



LOCATION MAP

# IMPROVEMENTS TO THE OELWEIN MUNICIPAL AIRPORT OELWEIN, IOWA

REHABILITATE RUNWAY, TAXIWAY, AND APRON  
FAA AIP PROJECT NO. 3-19-0067-012  
OWNER: CITY OF OELWEIN, IA



LOCATION MAP  
FAYETTE COUNTY

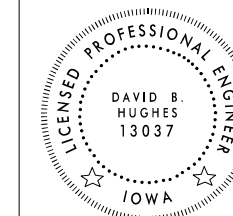
## DESIGN CRITERIA

CONNECTOR TAXIWAY IMPROVEMENTS ARE  
DESIGNED UTILIZING AIRCRAFT APPROACH  
CATEGORY B AND AIRPLANE DESIGN GROUP II.

AECOM  
500 S.W. 7th STREET  
SUITE 301  
DES MOINES, IOWA 50309  
515-244-1470  
TELFAX 515-244-4803

AECOM  
501 SYCAMORE STREET  
SUITE 222  
WATERLOO, IOWA 50703  
319-232-6531  
TELFAX 319-232-0271

# AECOM



I hereby certify that this Engineering document was prepared by me or under my direct personal supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Iowa.

*David B. Hughes* 3-15-2022  
DAVID B. HUGHES Date  
License number 13037  
My license renewal date is December 31, 2023  
Pages or sheets covered by this seal:  
All sheets



\$\$USERS\$  
\$\$PRF\$\$  
\$\$DATE\$\$  
\$\$DGN\$\$

INDEX OF SHEETS

SHEET NO.	SHEET TITLE
1	TITLE SHEET
2	INDEX OF SHEETS AND QUANTITIES
3	PHASING PLAN-PHASE 1
4	PHASING PLAN-PHASE 2
5	STAGING DETAILS
6	PAVEMENT REPAIRS
7	PAVEMENT REPAIRS
8	PAVEMENT REPAIRS
9	PAVEMENT REPAIRS
10	PAVEMENT REPAIRS
11	PAVEMENT REPAIRS
12	MARKING PLAN
13	MARKING PLAN
14	MARKING PLAN
15	MARKING PLAN
16	MARKING PLAN
17	MARKING PLAN
18	MARKING DETAILS
19	PATCHING DETAILS
20	PATCHING DETAILS
21	PATCHING DETAILS
22	PATCHING DETAILS
23	JOINTING DETAILS

ESTIMATED QUANTITIES

BID PACKAGE #1 - RECONSTRUCT WEST TERMINAL APRON AND CLEAN/RESEAL JOINTS EAST TERMINAL					
ITEM NO.	SPEC. NO.	DESCRIPTION	UNIT	PLAN QUANTITY	FINAL QUANTITY
1	C-105	MOBILIZATION	LS	1	
2	GP 40-05	TRAFFIC CONTROL	LS	1	
3	P-101-5.1	PATCHES, FULL-DEPTH FINISH, FULL SLAB	SY	120	
4	P-101-5.1	PATCHES, FULL-DEPTH FINISH, PARTIAL SLAB	SY	35	
5	P-101-5.1	PATCHES, FULL-DEPTH FINISH, CORNER BREAK	SF	450	
6	P-101-5.2	DIAMOND GRINDING	SF	1020	
7	P-101-5.3	SAW AND SEAL JOINTS (APRON)	LFT	8650	
8	P-101-5.3	SAW AND SEAL JOINTS (RUNWAY AND TAXIWAY)	LFT	58000	
9	P-101-5.3	ROUTE AND SEAL CRACKS	LFT	900	
10	P-208-5.1	CRUSHED AGGREGATE BASE COURSE - 6 INCH	SY	150	
11	P-620-5.1	RUNWAY AND TAXIWAY MARKING	SF	29400	
12	P-620-5.2	REFLECTIVE MEDIA (TYPE I, GRADATION A)	LB	1375	
13	P-620-5.3	RUNWAY PAINT REMOVAL	SF	3625	

REHABILITATE RUNWAY, TAXIWAY, AND APRON  
FAA AIP PROJECT NO. 3-19-0067-012  
OELWEIN MUNICIPAL AIRPORT  
OELWEIN, IOWA

MARKING DETAILS

DATE  
MARCH 15, 2022

PROJECT NO  
60676643

FILENAME

SHEET NO

DRAWING NO  
64

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CHK DBH  
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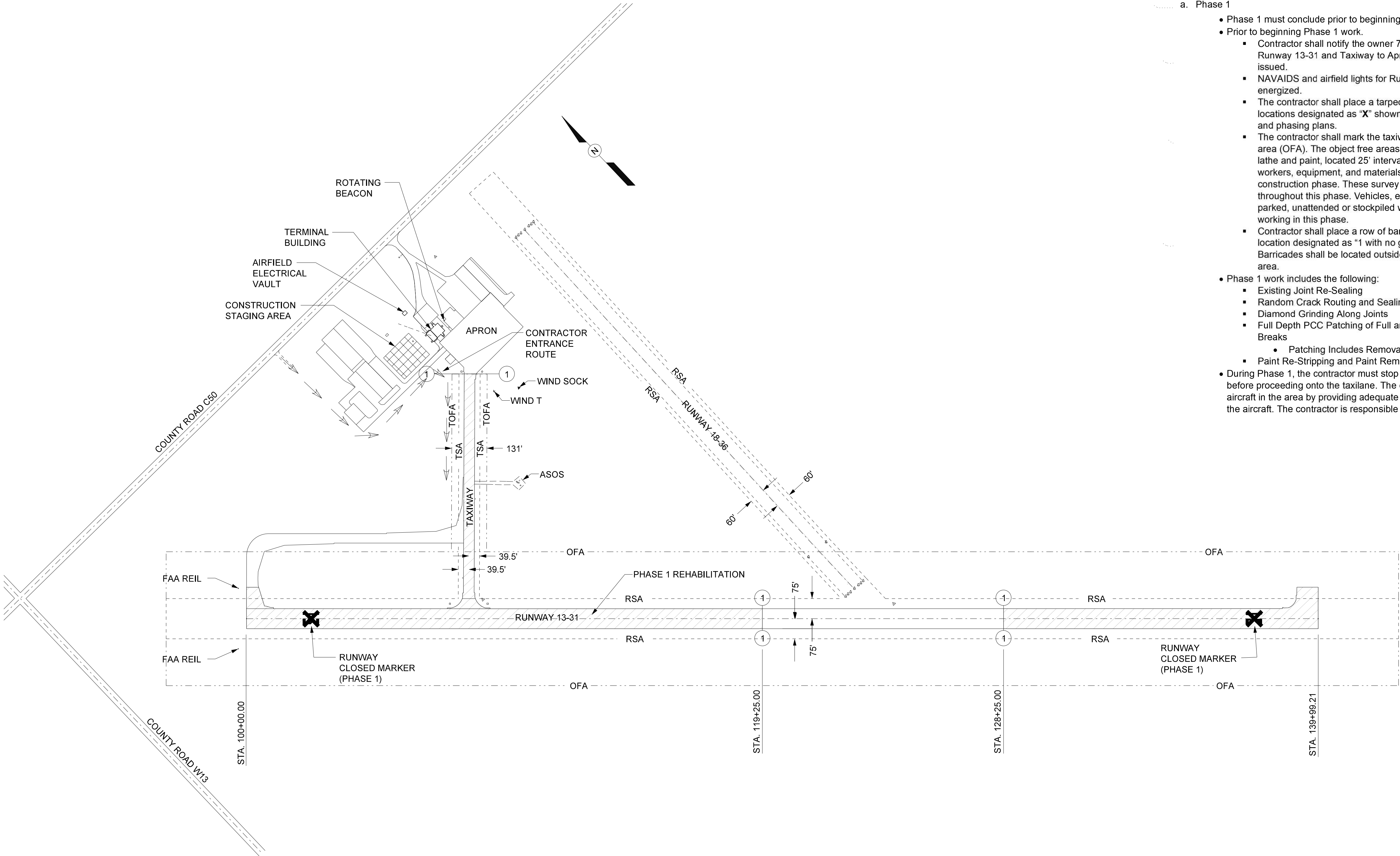
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DATE

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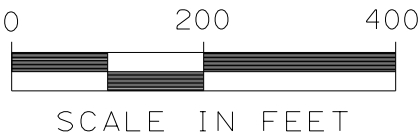


a. Phase 1

- Phase 1 must conclude prior to beginning Phase 2.
- Prior to beginning Phase 1 work.
  - Contractor shall notify the owner 72 hours in advance to close Runway 13-31 and Taxiway to Apron so that a NOTAM may be issued.
  - NAVAIDS and airfield lights for Runway 13-31 will be de-energized.
  - The contractor shall place a tarped closed runway marker at the locations designated as "X" shown in the safety and operations and phasing plans.
  - The contractor shall mark the taxiway and runway's object free area (OFA). The object free areas shall be marked with a survey lathe and paint, located 25' intervals. Contactor to keep all workers, equipment, and materials outside of these areas during construction phase. These survey lathes shall be maintained throughout this phase. Vehicles, equipment or materials cannot be parked, unattended or stockpiled within the object free areas while working in this phase.
  - Contractor shall place a row of barricades at each barricade location designated as "1" with no gaps greater that 4 feet. Barricades shall be located outside of the runways object free area.
- Phase 1 work includes the following:
  - Existing Joint Re-Sealing
  - Random Crack Routing and Sealing
  - Diamond Grinding Along Joints
  - Full Depth PCC Patching of Full and Half Panels and Corner Breaks
    - Patching Includes Removal of Pavement and Base
  - Paint Re-Stripping and Paint Removal.
- During Phase 1, the contractor must stop and determine the way is clear before proceeding onto the taxilane. The contractor shall give way to any aircraft in the area by providing adequate space between themselves and the aircraft. The contractor is responsible for immediately removing any

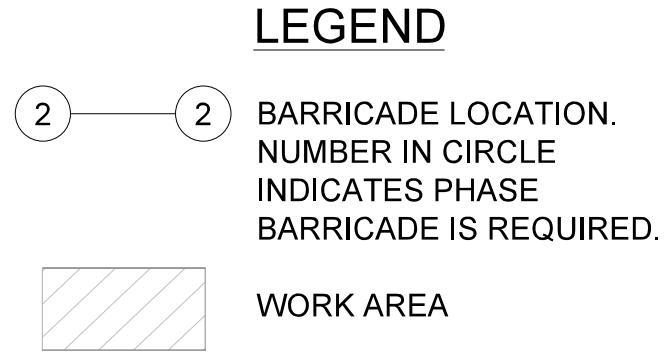
LEGEND

- ① — ① BARRICADE LOCATION.  
NUMBER IN CIRCLE  
INDICATES PHASE  
BARRICADE IS REQUIRED.
-  WORK AREA



Item 8.						DATE
						CHK
						DRN
						REVISIONS
						NO
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REHABILITATE RUNWAY, TAXIWAY, AND APRON FAA AIP PROJECT NO. 3-19-0067-012 OELWEIN MUNICIPAL AIRPORT OELWEIN, IOWA						PHASING PLAN PHASE 1
DATE						MARCH 15, 2022
PROJECT NO						60676643
FILENAME						
SHEET NO						
DRAWING NO						3





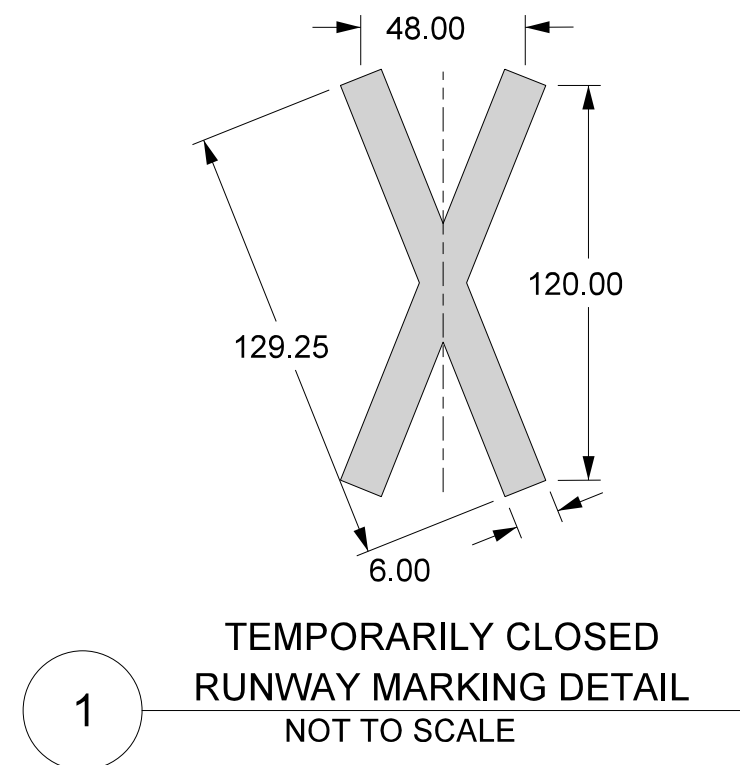
A horizontal scale bar with a black background and white markings. The markings are at 0, 200, and 400 feet. The text 'SCALE IN FEET' is centered below the bar.

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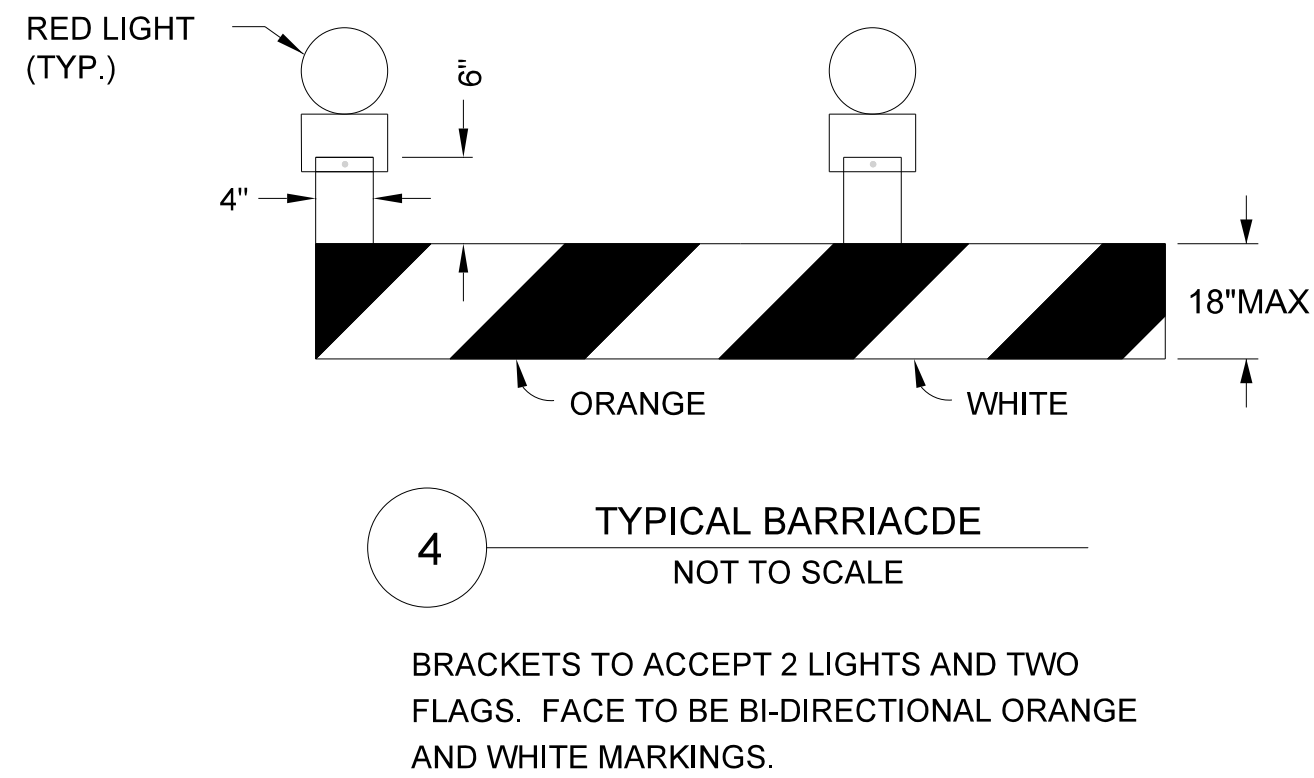
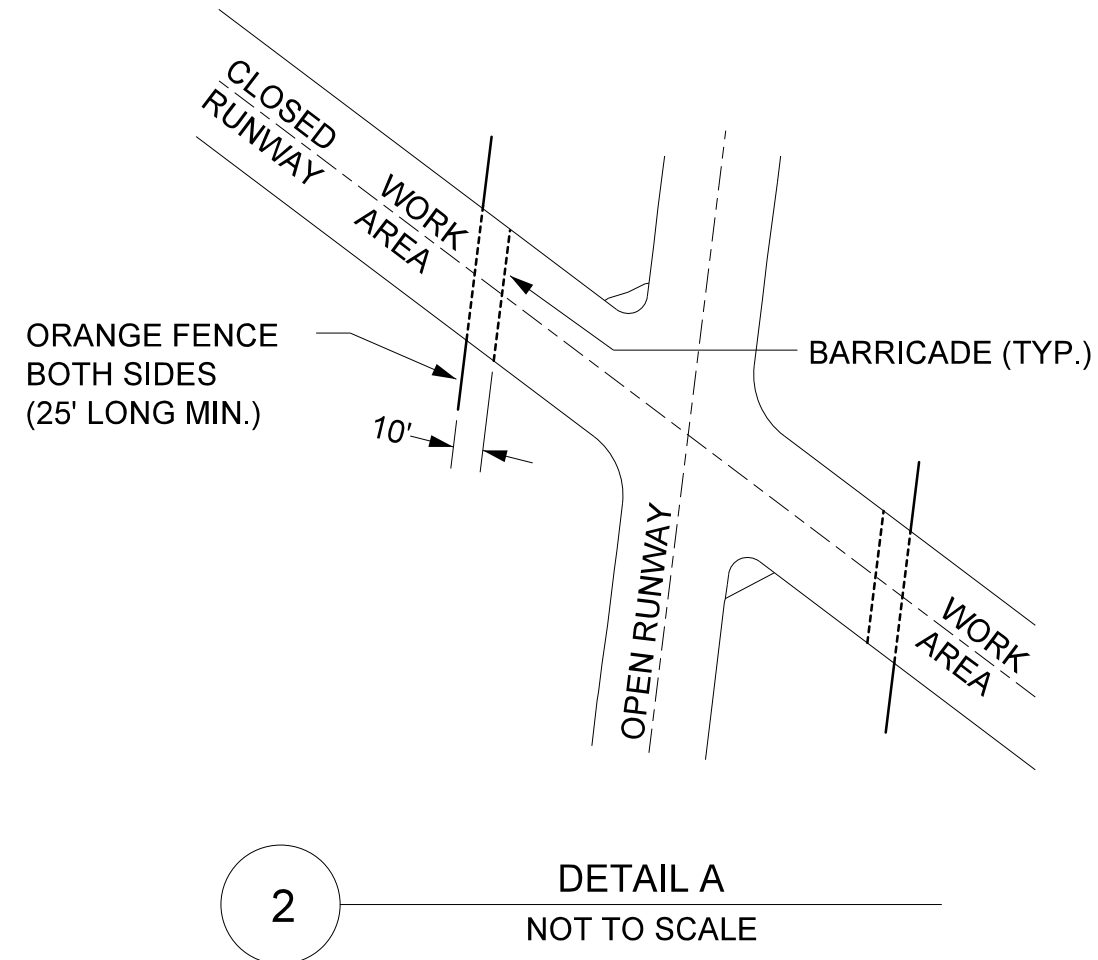
## PHASING PLAN PHASE 2

DATE	MARCH 15, 2022
PROJECT NO	60676643
FILENAME	
SHEET NO	
DRAWING NO	






NOTE: TEMPORARY MARKER FOR CLOSED RUNWAY TO BE CONSTRUCTED OF FABRIC, PLYWOOD, SNOW FENCE OR SUITABLE MATERIAL. SECURE THE MARKER IN PLACE AS NOTED TO DENOTE A CLOSED TAXIWAY. MARKER IS INCLUDED IN TRAFFIC CONTROL.



## NOTES

1. BARRICADE BOARDS, OR ENGINEERING APPROVED LOW-PROFILE, LOW MASS IMPACT BARRICADES SHALL BE USED ON PAVEMENT.
2. LIGHTS SHALL BE SECURELY ANCHORED TO BARRICADES.
3. BARRICADE SHALL BE PROPERLY WEIGHED TO PREVENT MOVEMENT BY WIND, PROP WASH, OR JET BLAST OF UP TO 75 M.P.H.
4. CONTRACTORS SHALL BE REQUIRED TO INSPECT BARRICADES DAILY TO ENSURE THAT BARRICADES ARE INTACT AND IN PROPER WORKING ORDER IN ACCORDANCE WITH THIS SPECIFICATION.
5. LIGHT SHALL EITHER BE OMNIDIRECTIONAL, OR EVERY OTHER LIGHT SHALL BE ROTATED 90 DEGREES.
6. BARRICADE SHALL BE 10- FEET LONG WITH ALTERNATING 6" BANDS OF INTERNATIONAL ORANGE AND WHITE .
7. LIGHT SPACING SHALL NOT EXCEED 10 FEET, OPERATED BETWEEN SUNSET AND SUNRISE AND PERIODS DURING LOW VISIBILITY.
8. BARRICADES SHALL START 4 FEET FROM EDGE OF PAVEMENT AND SPACED 4 FEET MAXIMUM.

PROJECT		REHABILITATE RUNWAY, TAXIWAY AND APRON		
PHASE		EXISTING	PHASE 1: TAXIWAY AND RUNWAY 13-31 OUTSIDE OF RUNWAY 18-36 OFA	PHASE 2: RUNWAY 13-31 INSIDE OF RUNWAY 18-36 OFA AND APRON
SCOPE OF WORK		N/A	JOINT AND CRACK ROUTE AND SEALING AND PAVEMENT REPAIRS AND PAINT RESTRIPPING FOR TAXIWAY AND RUNWAY 13-31 OUTSIDE OF THE OFA FOR RUNWAY 18-36	JOINT AND CRACK ROUTE AND SEALING AND PAVEMENT REPAIRS AND PAINT RESTRIPPING FOR RUNWAY 13-31 WITHIN THE OFA FOR RUNWAY 18-36 AND WORK WITHIN THE APRON AREA
EFFECTS OF CONSTRUCTION		N/A	RUNWAY 13-31 CLOSED	AIRFIELD CLOSED
AIRCRAFT OPERATIONS		GA: 10/DAY		
RUNWAY 13-31 CHARACTERISTICS	AIRPLANE DESIGN GROUP	B-II	CLOSED	CLOSED
	RSA WIDTH	150'		
	OFA WIDTH	500'		
	RSA AND OFA LENGTH BEYOND RUNWAY END	300'		
RUNWAY 18-36 CHARACTERISTICS (TURF RUNWAY)	AIRPLANE DESIGN GROUP	A-I	OPEN	CLOSED
	RSA WIDTH	120'		
	OFA WIDTH	250'		
	RSA AND OFA LENGTH BEYOND RUNWAY END	240'		
	TSA WIDTH	79'		
	TOFA WIDTH	131'		
INFORMATION FOR NOTAMS		N/A	EQUIPMENT CROSSING TAXILANE BETWEEN HANGARS AND TERMINAL APRON. RUNWAY 13-31 CLOSED. NAVAIDS, LIGHTS DISABLED.	AIRFIELD CLOSED. NAVAIDS, LIGHTS DISABLED.

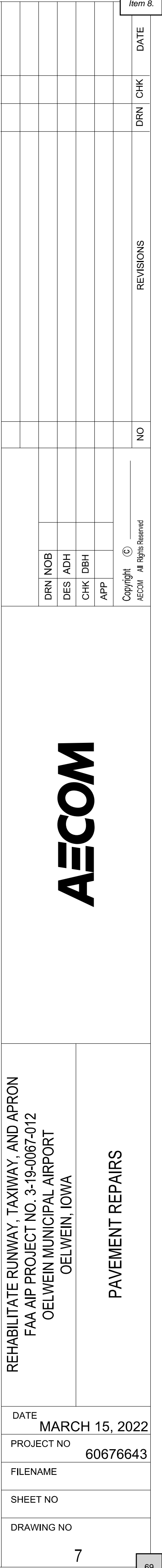
REHABILITATE RUNWAY, TAXIWAY, AND APRON FAA AIP PROJECT NO. 3-19-0067-012 OELWEIN MUNICIPAL AIRPORT OELWEIN, IOWA				DRN NOB DES ADH CHK DBH APP		Copyright © AECOM All Rights Reserved		NO		REVISIONS		DRN CHK		DATE	
DATE MARCH 15, 2022		PROJECT NO 60676643		FILENAME		SHEET NO		DRAWING NO		5		6		7	



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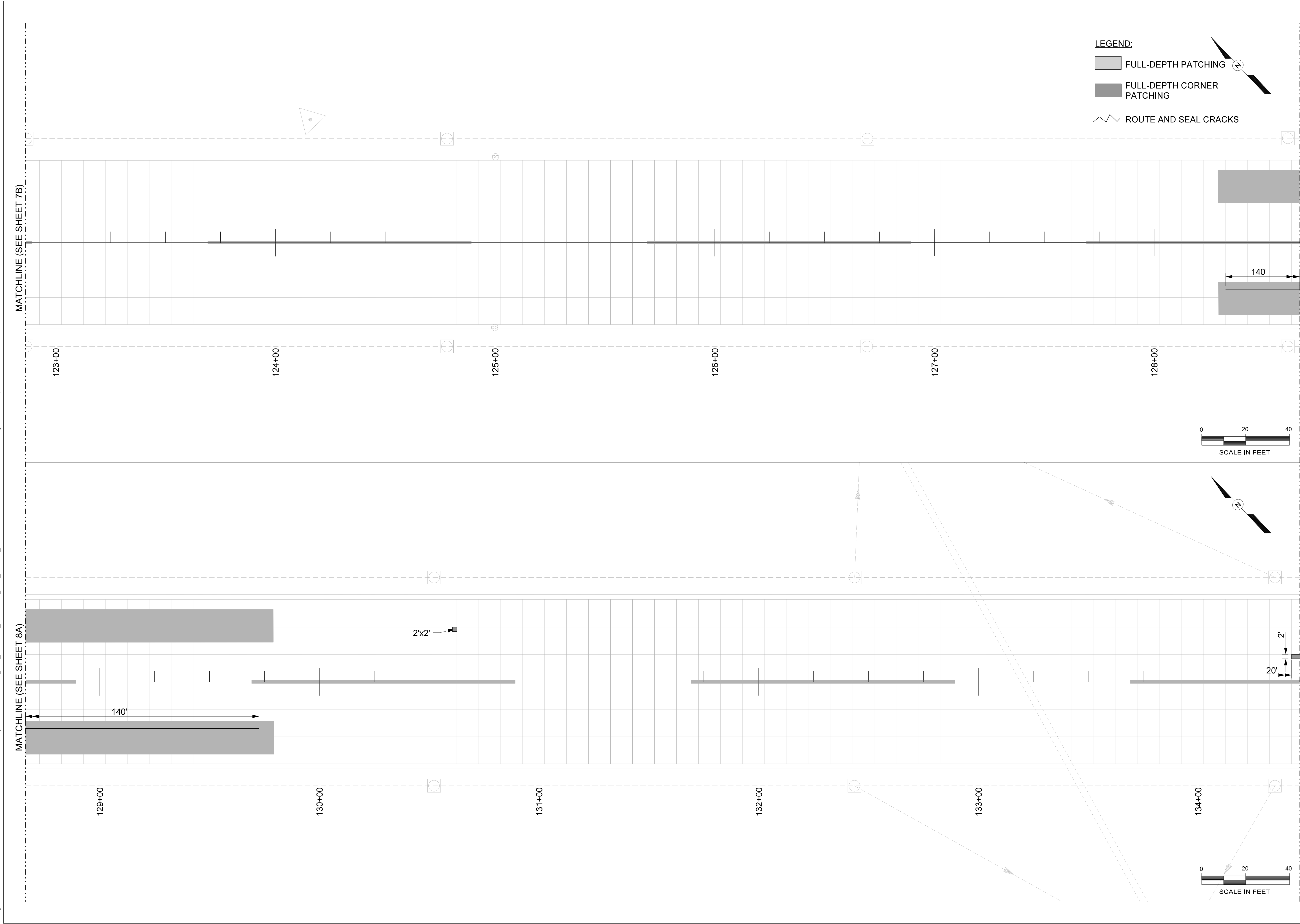








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REHABILITATE RUNWAY, TAXIWAY, AND APRON  
FAA AIP PROJECT NO. 3-19-0067-012  
OELWEIN MUNICIPAL AIRPORT  
OELWEIN, IOWA

PAVEMENT REPAIRS

DATE  
MARCH 15, 2022

PROJECT NO  
60676643

FILENAME

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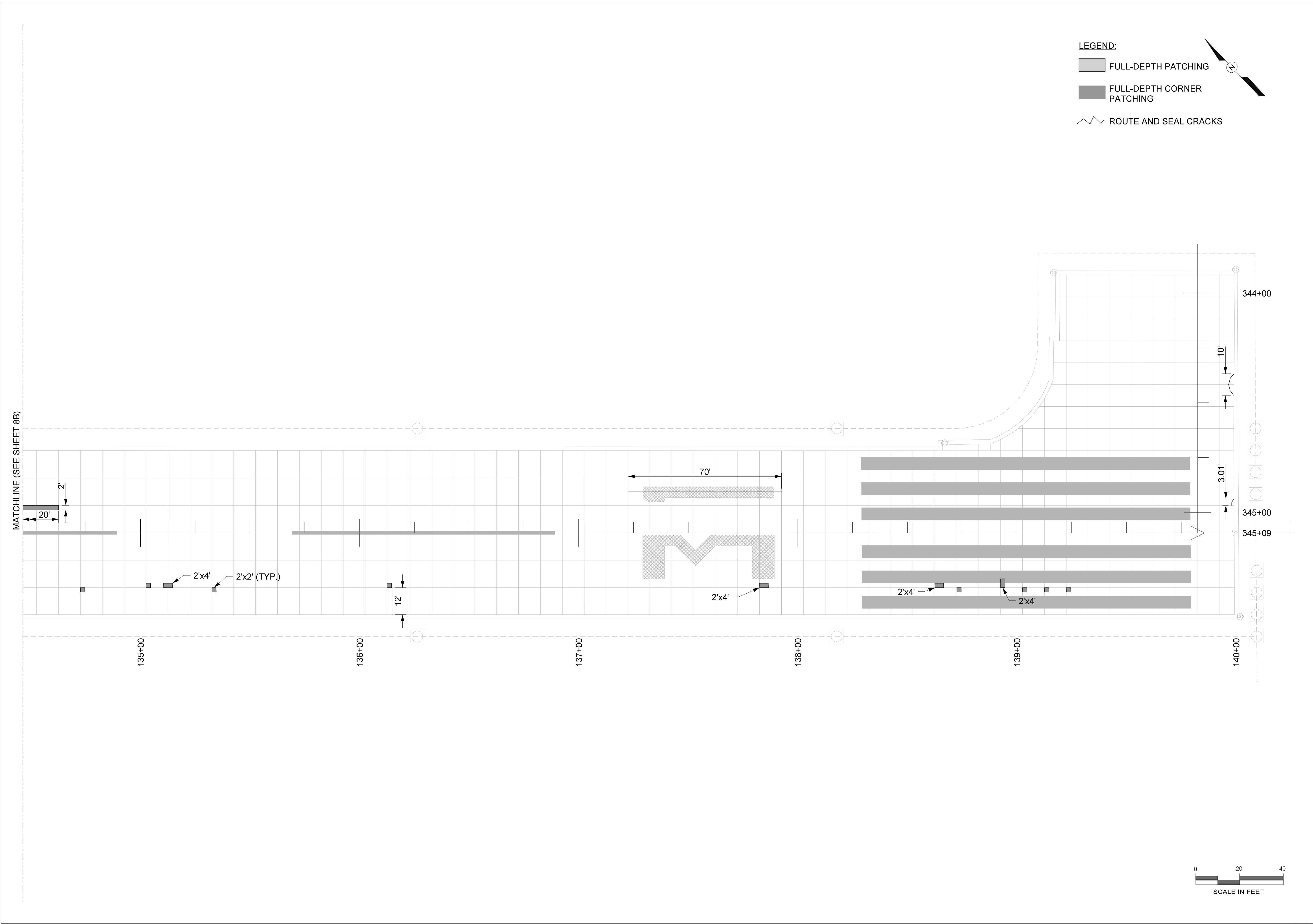
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REHABILITATE RUNWAY, TAXIWAY, AND APRON  
FAA AIP PROJECT NO. 3-19-0067-012  
OELWEIN MUNICIPAL AIRPORT  
OELWEIN, IOWA

PAVEMENT REPAIRS

DATE  
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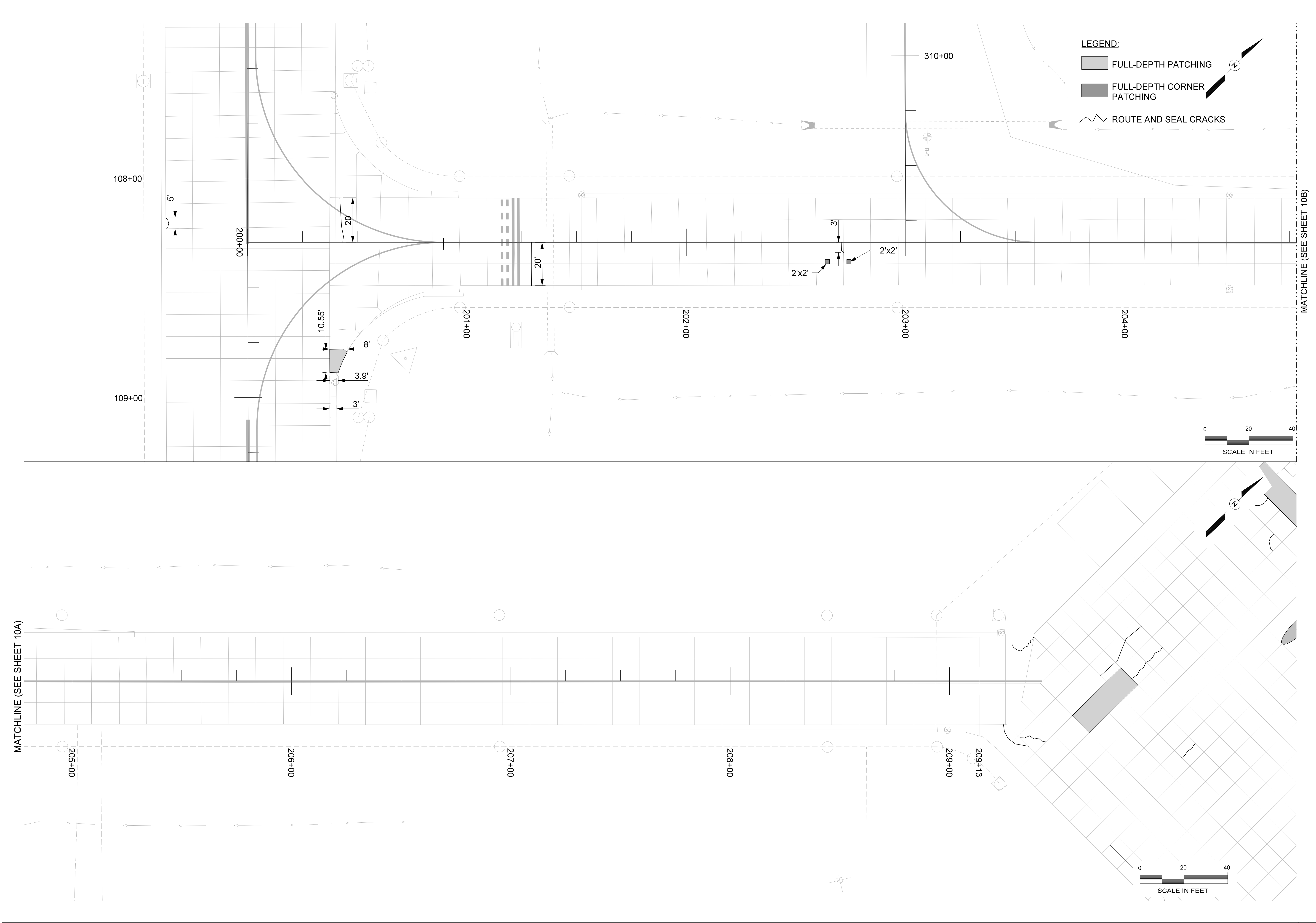
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REHABILITATE RUNWAY, TAXIWAY, AND APRON  
FAA AIP PROJECT NO. 3-19-0067-012  
OELWEIN MUNICIPAL AIRPORT  
OELWEIN, IOWA

PAVEMENT REPAIRS

DATE  
MARCH 15, 2022

PROJECT NO  
60676643

FILENAME

SHEET NO

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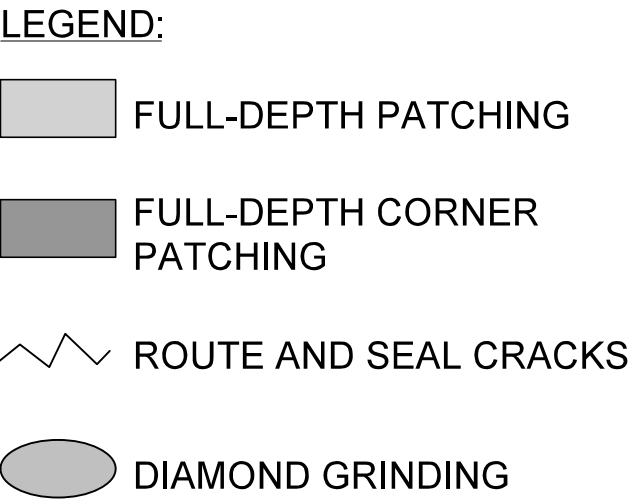
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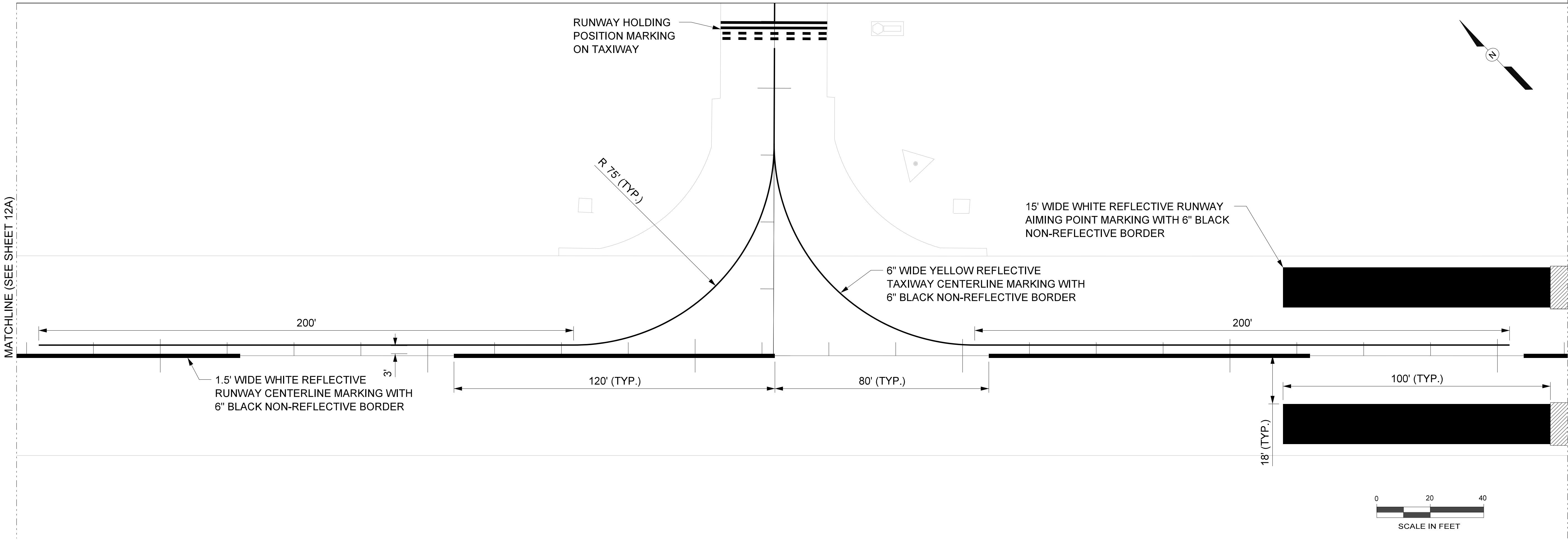
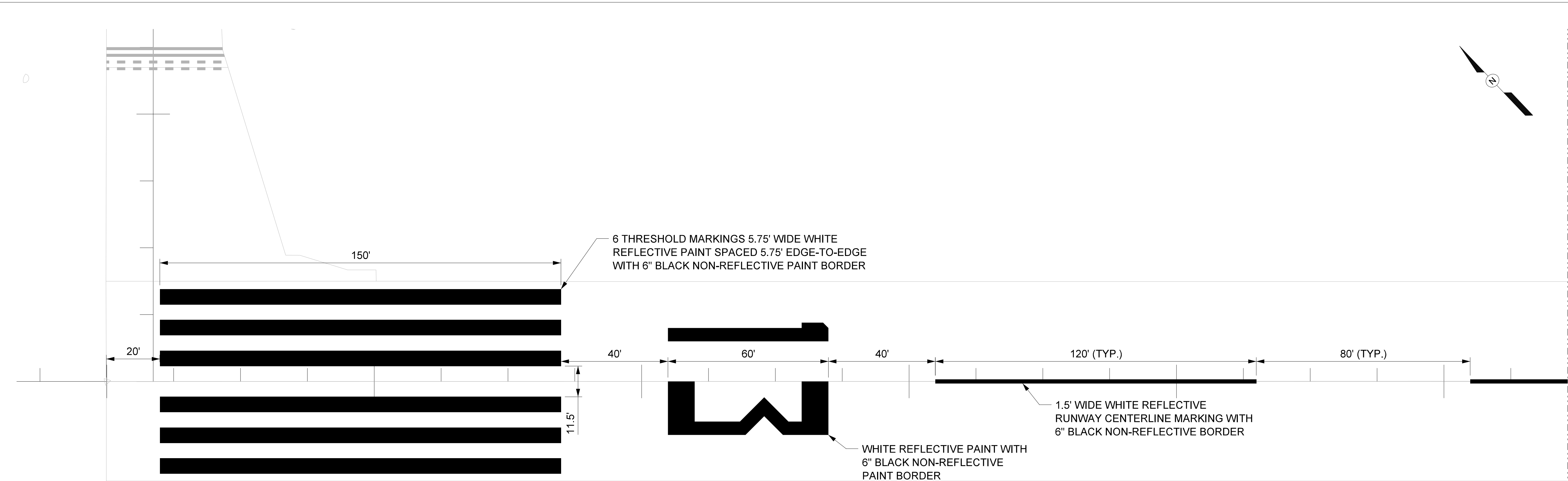




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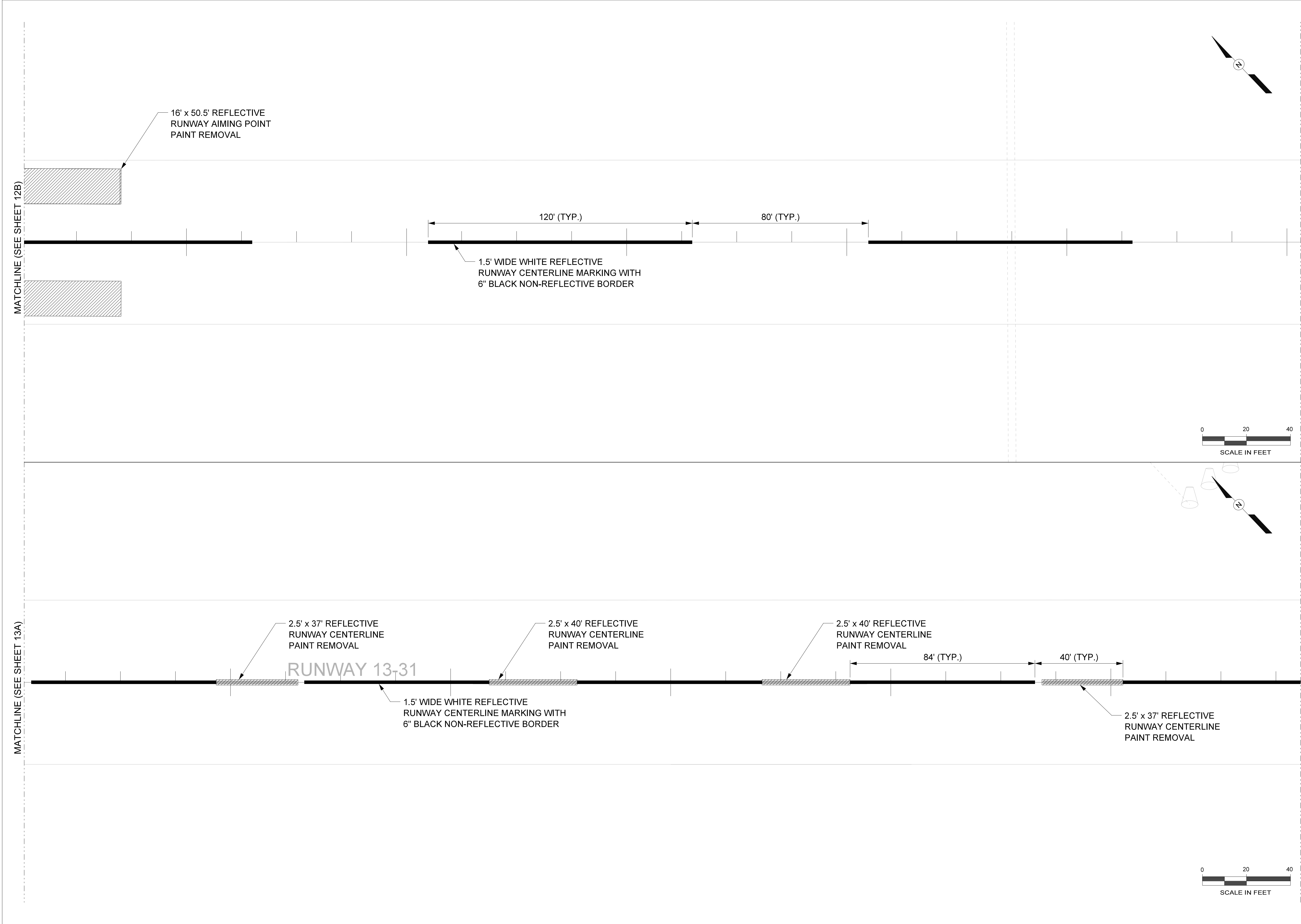
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REHABILITATE RUNWAY, TAXIWAY, AND APRON		DATE		Item 8.	
FAA AIP PROJECT NO. 3-19-0067-012		PROJECT NO		DATE	
OELWEIN MUNICIPAL AIRPORT		60676643		DRN	
OELWEIN, IOWA		FILENAME		CHK	
MARKING PLAN		SHEET NO		DRN	
		DRAWING NO		CHK	
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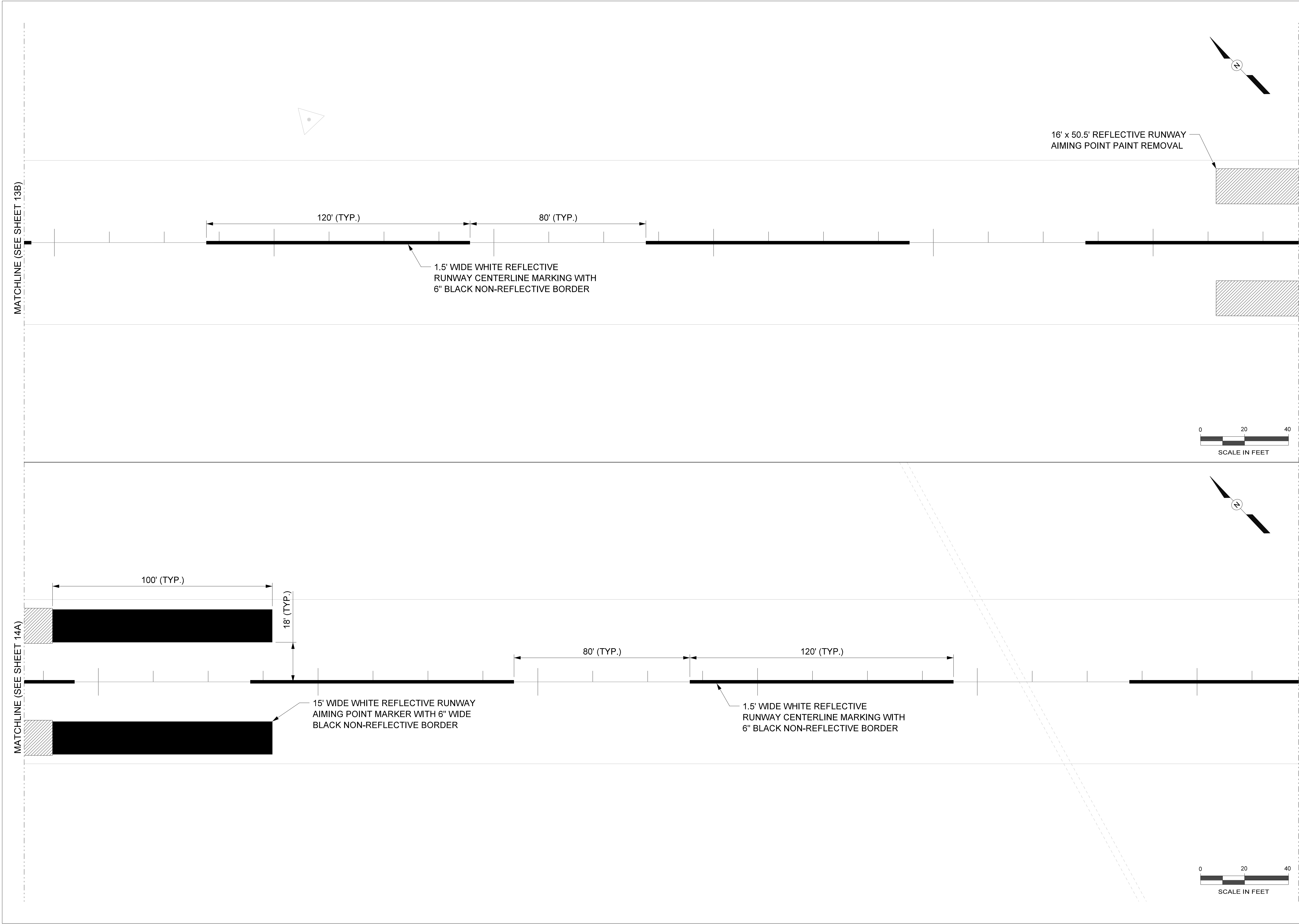




REHABILITATE RUNWAY, TAXIWAY, AND APRON FAA AIP PROJECT NO. 3-19-0067-012 OELWEIN MUNICIPAL AIRPORT OELWEIN, IOWA		MARKING PLAN	
DATE MARCH 15, 2022		Item 8.	
PROJECT NO 60676643		DATE	
FILENAME		DRN	
SHEET NO		CHK	
DRAWING NO		REVISIONS	
13		NO	
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REHABILITATE RUNWAY, TAXIWAY, AND APRON  
FAA AIP PROJECT NO. 3-19-0067-012  
OELWEIN MUNICIPAL AIRPORT  
OELWEIN, IOWA

MARKING PLAN

DATE  
MARCH 15, 2022

PROJECT NO  
60676643

FILENAME

SHEET NO

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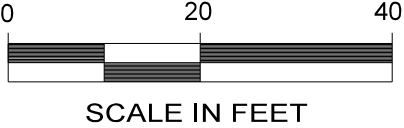
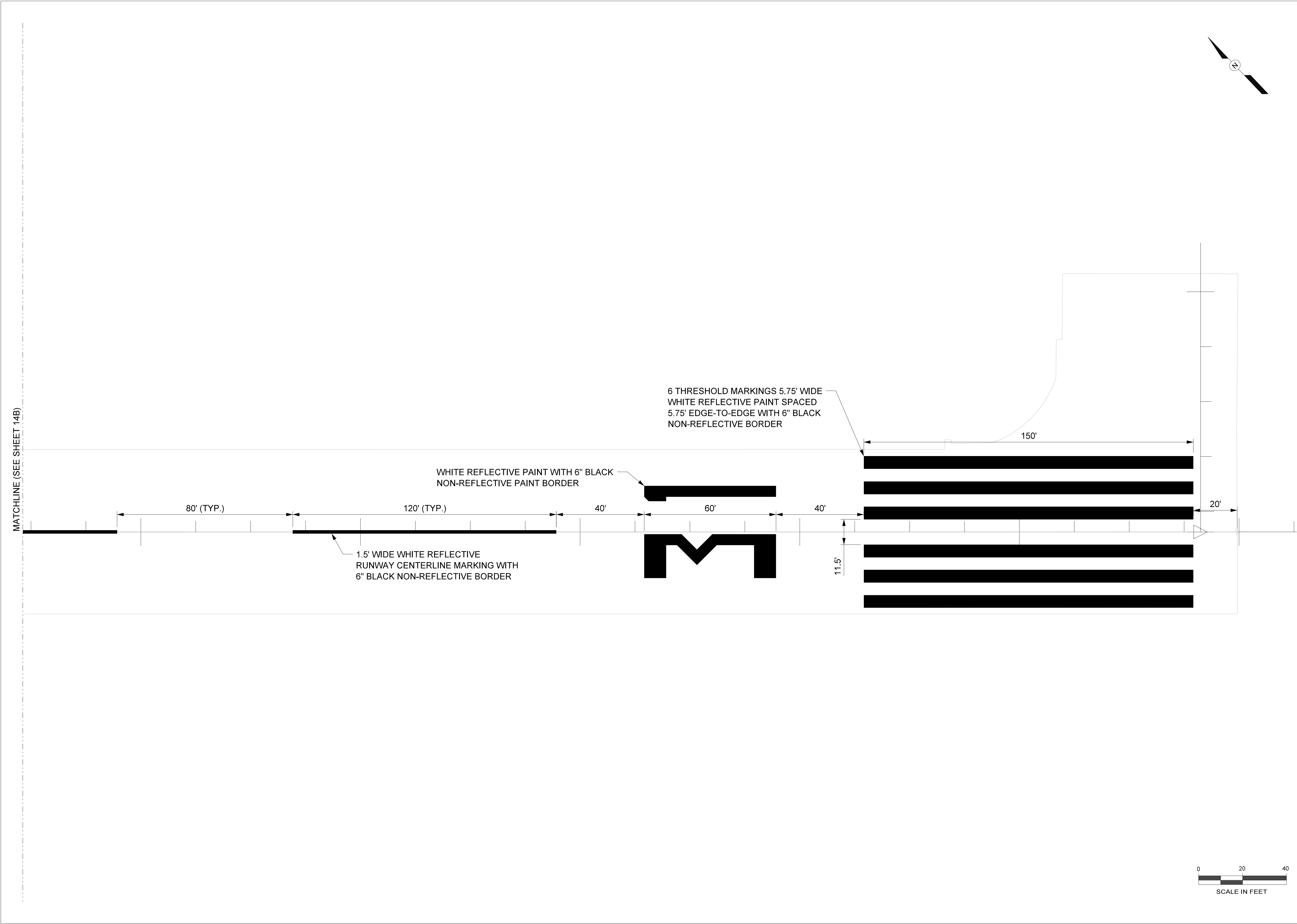
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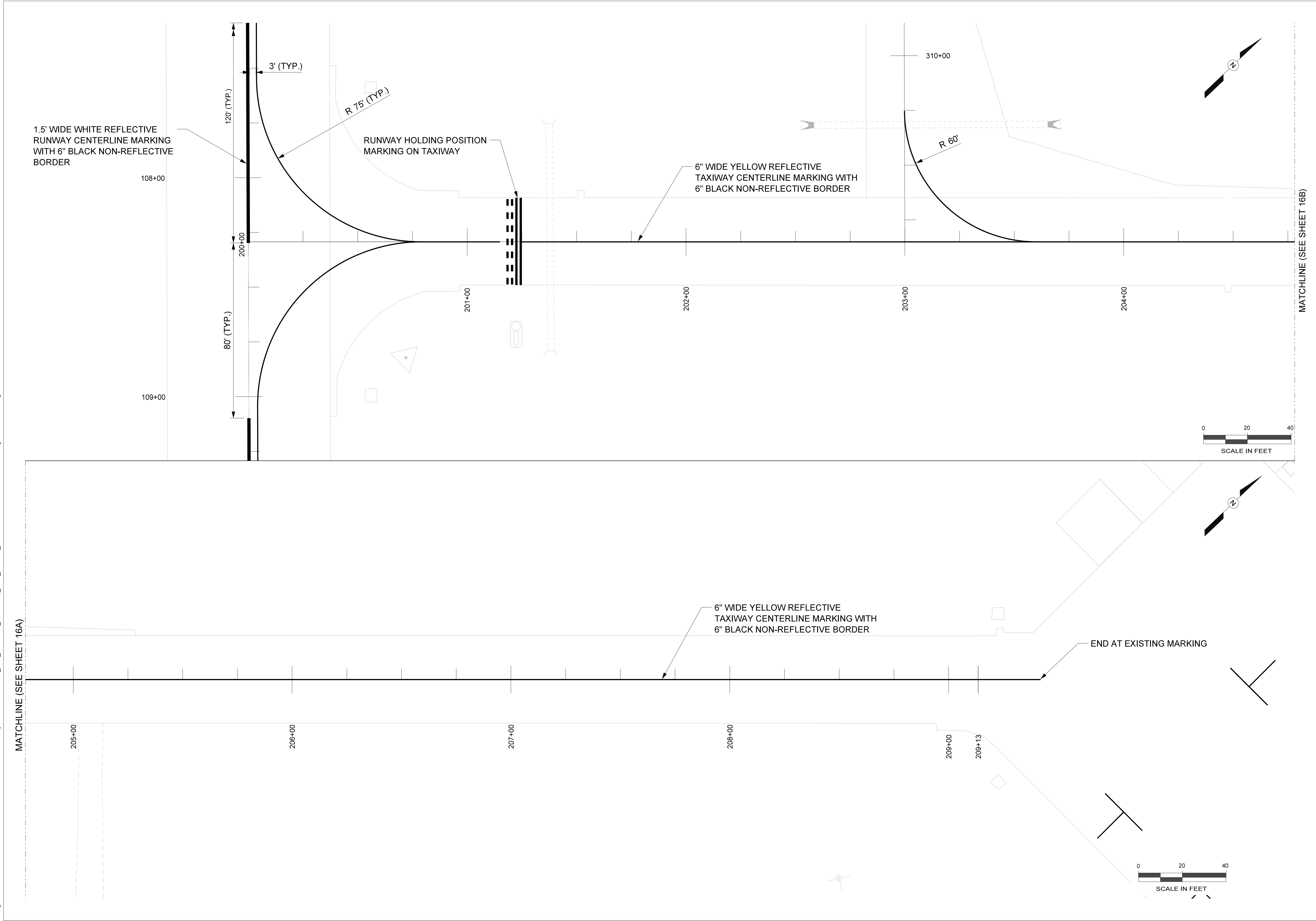
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REHABILITATE RUNWAY, TAXIWAY, AND APRON		DATE	
FAA AIP PROJECT NO. 3-19-0067-012		MARCH 15, 2022	
OELWEIN MUNICIPAL AIRPORT		PROJECT NO	
OELWEIN, IOWA		60676643	
MARKING PLAN		FILENAME	
		SHEET NO	
		DRAWING NO	
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AECOM		REVISIONS	
NO		DATE	
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DES ADH		DRN CHK	
CHK DBH		DRN CHK	
APP		DRN CHK	



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Design File \\na.aecomnet.com\\its\\AMER\\Waterloo-US\\WAT1\\DCS\\Projects\\TRN60676643\_OLZ\_Pavement\_Rehab900\_CAD\\20-SHEETS\\MARKING PLAN.dgn, Model Marking 5



REHABILITATE RUNWAY, TAXIWAY, AND APRON  
FAA AIP PROJECT NO. 3-19-0067-012  
OELWEIN MUNICIPAL AIRPORT  
OELWEIN, IOWA

MARKING PLAN

DATE  
MARCH 15, 2022

PROJECT NO  
60676643

FILENAME

SHEET NO

DRAWING NO  
16

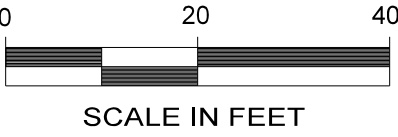
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## MARKING DETAILS

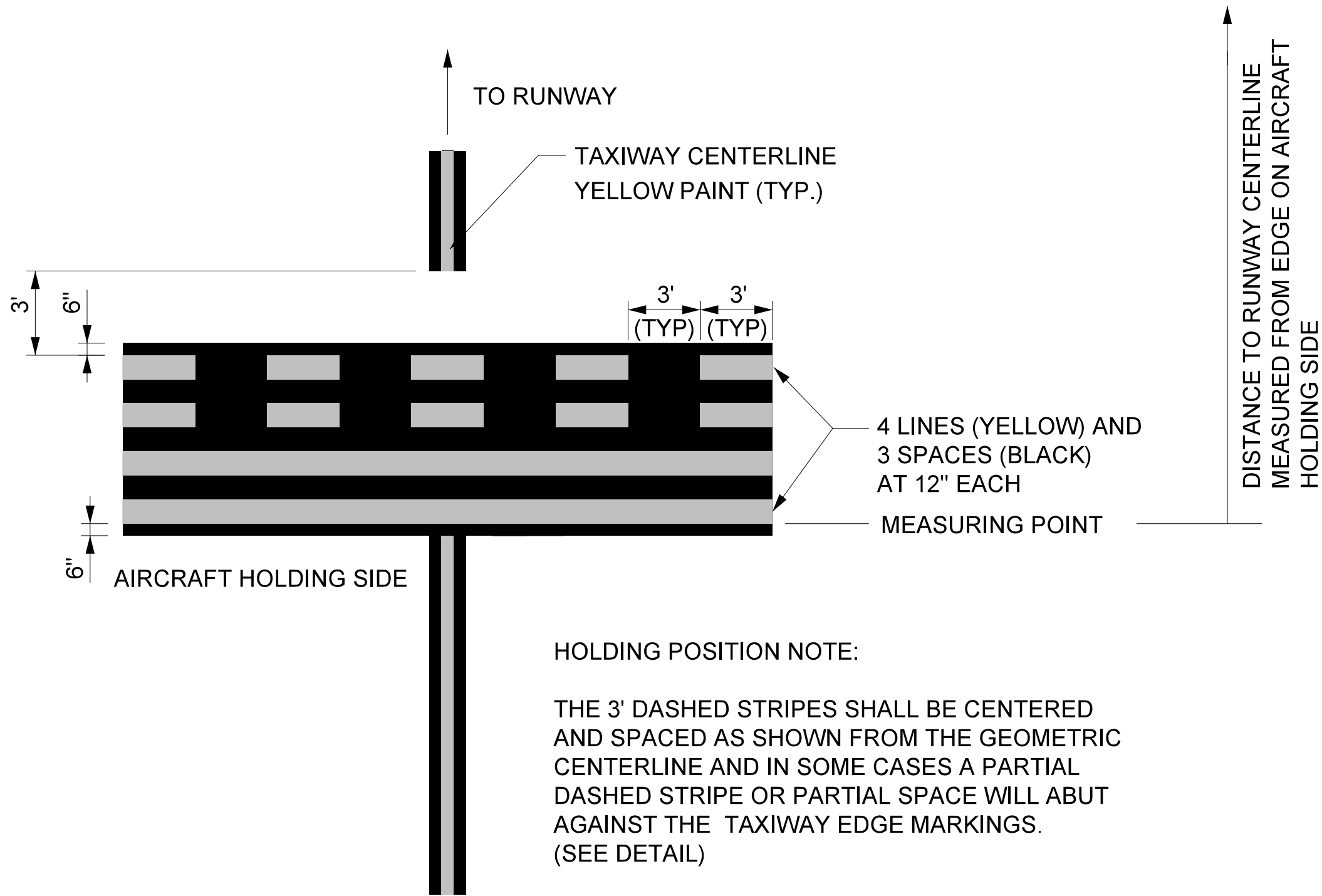
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79



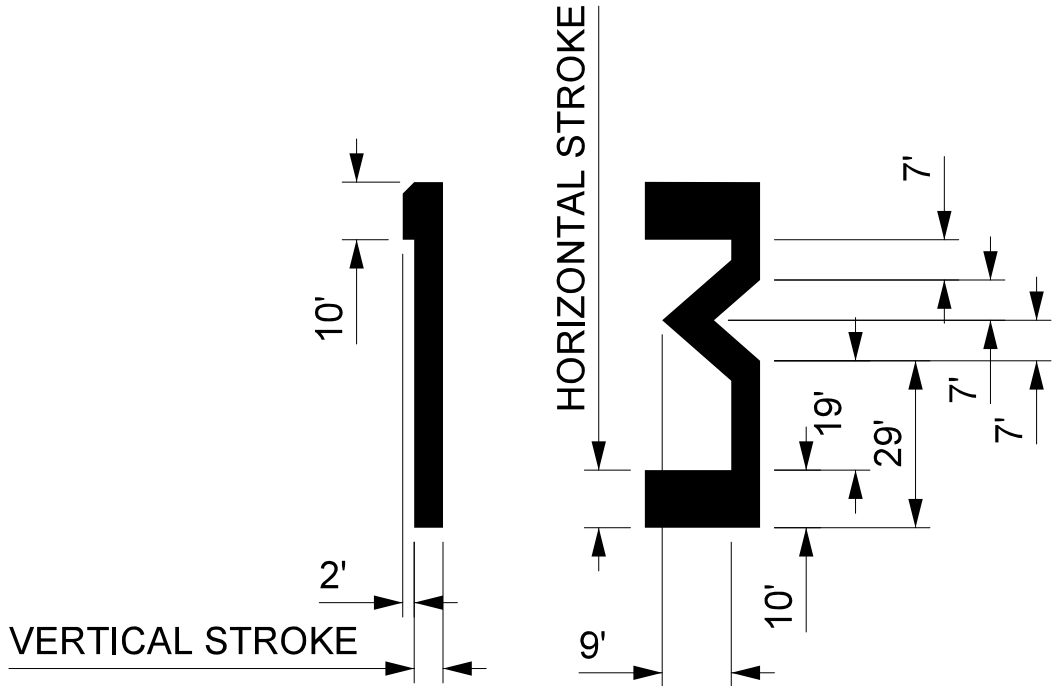
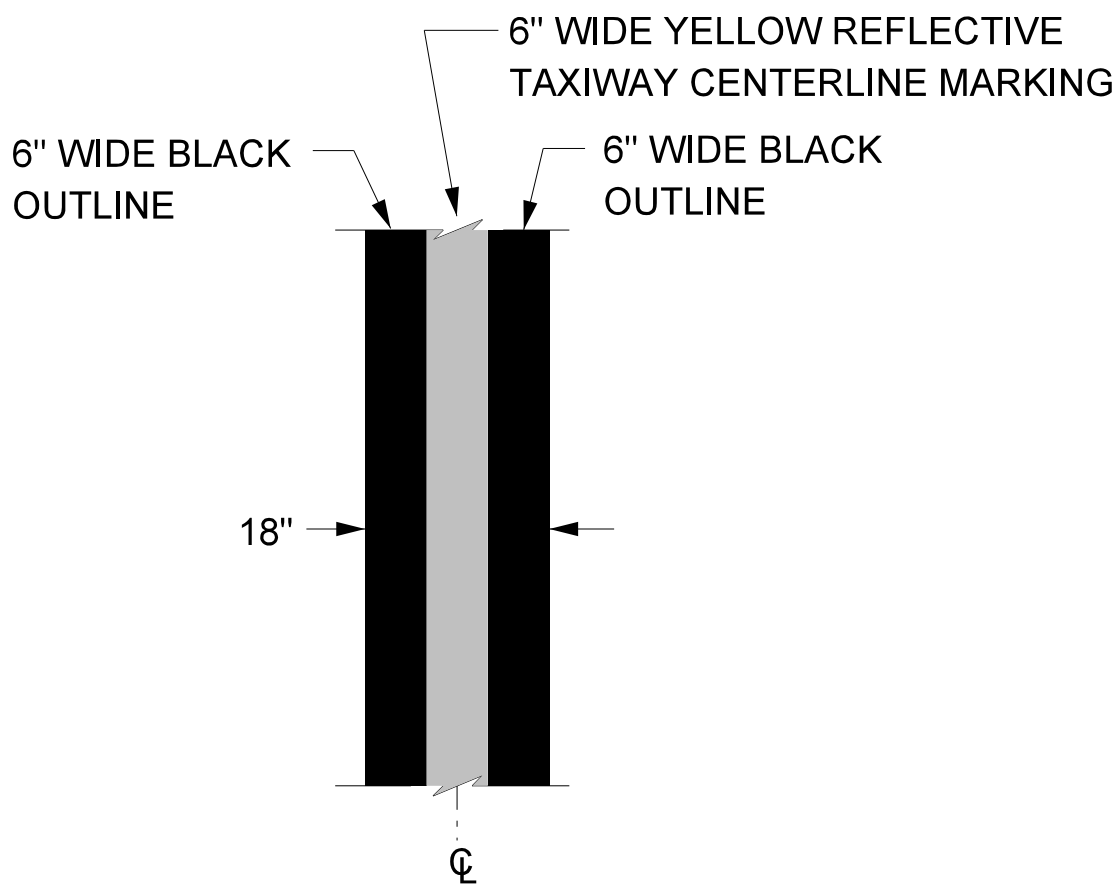
## RUNWAY HOLDING POSITION ON TAXIWAYS MARKING DETAIL

NOT TO SCALE



## TAXIWAY CENTERLINE MARKING DETAIL

NOT TO SCALE



### NOTES:

- DIMENSIONS ARE EXPRESSED IN FEET.
- ALL CHARACTERS HAVE THESE CHARACTERISTICS (UNLESS OTHERWISE SPECIFIED):
  - 60 HIGH
  - 20 WIDE
  - VERTICAL STROKE OF 5
  - HORIZONTAL STROKE OF 10
  - DIAGONAL STROKE OF 5
- FOR DOUBLE DESIGNATIONS, THE CENTER OF THE OUTER EDGES OF THE TWO NUMERALS IS CENTERED ON THE RUNWAY PAVEMENT CENTERLINE.

## RUNWAY DESIGNATION NUMERALS DETAIL

NOT TO SCALE

REHABILITATE RUNWAY, TAXIWAY, AND APRON FAA AIP PROJECT NO. 3-19-0067-012 OELWEIN MUNICIPAL AIRPORT OELWEIN, IOWA		MARKING DETAILS		DATE MARCH 15, 2022	
PROJECT NO 60676643		FILENAME		SHEET NO	
DRAWING NO		18		80	
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APP		Copyright © AECOM All Rights Reserved		NO	
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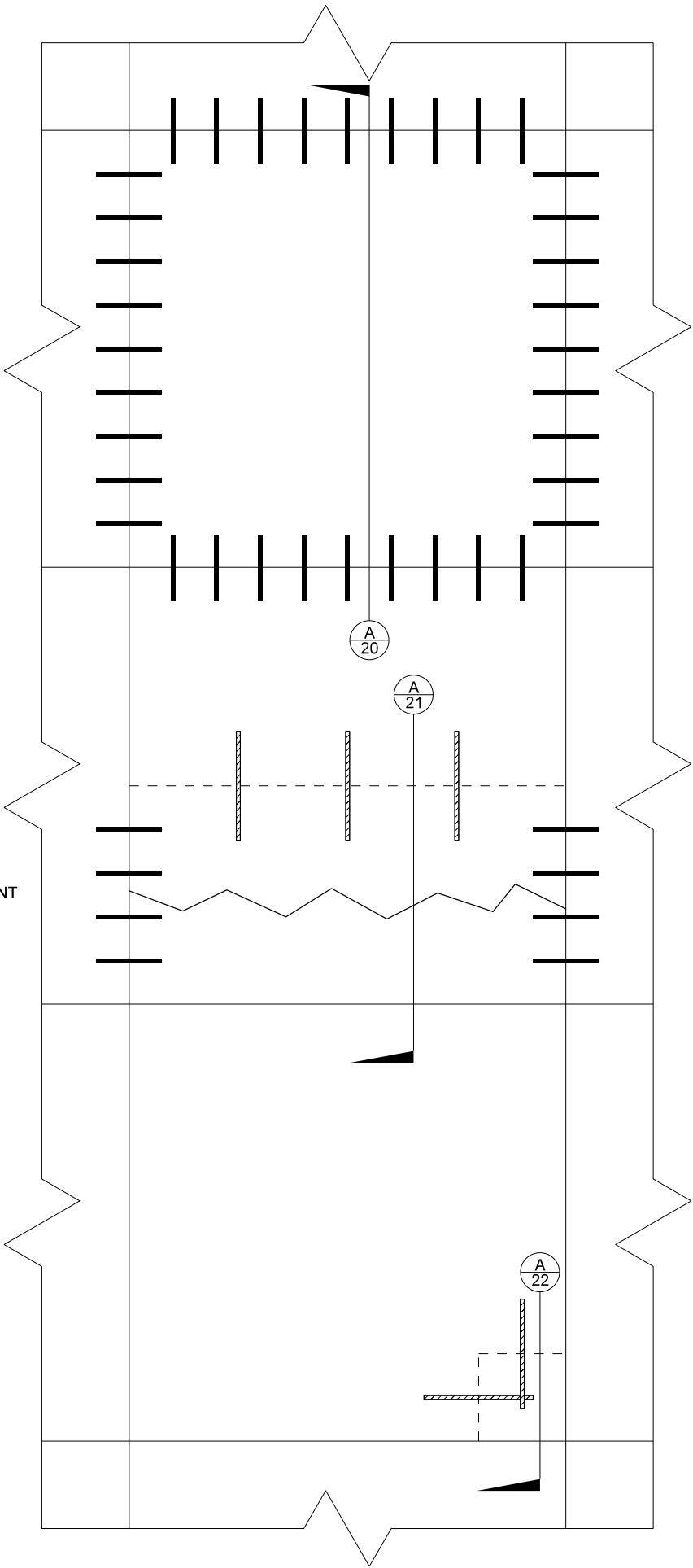


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\$\$\$DATE\$\$\$  
\$\$\$DGN\$\$\$

FULL SLAB REPLACEMENT

PARTIAL SLAB REPLACEMENT

CORNER BREAK



LEGEND:

30" LONG #4 TIE BAR SPACED 30"

18" LONG #5 DOWEL SPACED 12"

SAW CUT

CRACK

WEATHER AND TEMPERATURE REQUIREMENTS:

DO NOT BEGIN REPAIRS DURING INCLEMENT WEATHER.

DO NOT PLACE CONCRETE UNLESS THE AMBIENT TEMPERATURE IS AT LEAST 40°F (4°C) AND RISING AND THE CONCRETE TEMPERATURE IS GREATER THAN OR EQUAL TO 50°F (10°C).

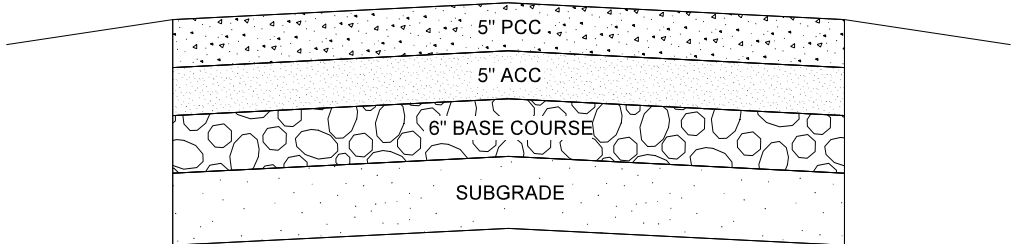
DO NOT PLACE CONCRETE ON FROZEN BASE, ICE, OR SNOW.

WHEN THE AMBIENT TEMPERATURE EXCEEDS 85°F (29°C), SPRINKLE THE ADJACENT CONCRETE AND BASE WITH WATER IMMEDIATELY BEFORE PLACING CONCRETE.

PLACE CONCRETE AT THE COOLEST TEMPERATURE PRACTICABLE, AND NEVER ALLOW THE PLACED CONCRETE TEMPERATURE TO EXCEED 90°F (32°C).

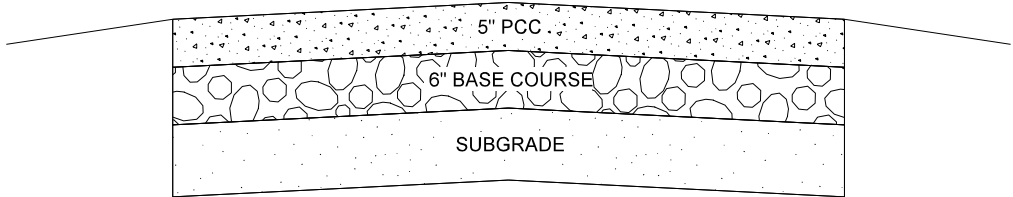
NOTE:

TRANSVERSE GROOVING IS REQUIRED. SEE IDOT SECTION 2301.16.



EXISTING PAVEMENT SECTION -  
CONNECTOR TAXIWAY AND RUNWAY 13/31

NOT TO SCALE



EXISTING PAVEMENT SECTION - APRON

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REHABILITATE RUNWAY, TAXIWAY, AND APRON  
FAA AIP PROJECT NO. 3-19-0067-012  
OELWEIN MUNICIPAL AIRPORT  
OELWEIN, IOWA

PATCHING DETAILS

DATE MARCH 15, 2022

PROJECT NO 60676643

FILENAME

SHEET NO

DRAWING NO

81





1. REVIEW THE PAVEMENT SAFETY AND PHASING PLAN (CSPP). ENSURE ALL PAVEMENT CLOSURES HAVE ALL REQUIRED ITEMS IN PLACE, SUCH AS LIGHTED XS, BARRICADES, ETC.; AND ALL NOTAMS HAVE BEEN ISSUED FOR AFFECTED AREAS OF THE AIRFIELD.
2. MARK THE LIMITS OF THE AREA TO BE REPAIRED.
3. MAKE A FULL-DEPTH SAW CUT ALONG THE CONSTRUCTED JOINTS AT LEAST 2 FEET (0.6 M) BEYOND THE LIMITS OF THE DAMAGED PAVEMENT AND MAKE A SAW CUT PERPENDICULAR TO THE CONSTRUCTED JOINTS FROM THESE POINTS ACROSS THE WIDTH OF THE PAVEMENT PANEL.
4. IF DOWELS OR TIE BARS ARE PRESENT ALONG ANY EDGES, EITHER OF THE FOLLOWING OPTIONS IS ACCEPTABLE:
  - IF DOWELS OR TIE BARS WILL BE EXPOSED AND SAVED, EDGES WILL BE SAWED FULL DEPTH JUST BEYOND THE END OF THE DOWELS OR TIE BARS. CAREFULLY SAW JOINTS ON THE JOINT LINE TO WITHIN 1 INCH (2.5 CM) OF THE DEPTH OF THE DOWEL OR TIE BAR. CAREFULLY BREAK UP THE NARROW STRIPS OF CONCRETE ALONG DOWELED EDGES USING LIGHT 30 POUND (14 KG) OR LESS JACKHAMMERS, OR OTHER APPROVED EQUIPMENT.
  - IF DOWELS OR TIE BARS ARE TO BE CUT AND REPLACED, MAKE A FULL DEPTH SAW CUT ALONG THE CONSTRUCTED JOINT CUTTING THE DOWELS AND TIE BARS.
5. TAKE CARE TO PREVENT DAMAGE TO THE DOWELS, TIE BARS, OR TO CONCRETE THAT REMAINS IN PLACE.
6. MAKE ADDITIONAL SAW CUTS WITHIN THE LIMITS OF THE REPAIR AREA DIVIDING THE REPAIR AREA INTO QUARTERS.
7. USE LIGHT WEIGHT EQUIPMENT, I.E., JACKHAMMERS LESS THAN 30 POUNDS (14 KG), HAND TOOLS, ETC., TO REMOVE THE DAMAGED PCC PAVEMENT. WORK FROM INSIDE THE SAW CUT TOWARD THE INTERIOR OF THE AREA BEING REMOVED TO PREVENT DAMAGE TO THE PAVEMENT REMAINING.
8. REMOVE BY HAND ALL LOOSE MATERIAL AND VACUUM TO MINIMIZE ANY DISTURBANCE TO THE SUBGRADE OR BASE MATERIALS.
9. RESTORE SUBGRADE OR BASE MATERIAL IF REQUIRED.
10. IF EXISTING DOWEL BARS HAVE BEEN CUT AND REMOVED, INSTALL DOWEL BARS OF THE TYPE AND SIZE OF THE EXISTING DOWEL BARS IN THE JOINTS THAT ARE PARALLEL TO THE DIRECTION OF TRAFFIC. ON APRONS AND AREAS WHERE TRAFFIC MAY BE OBLIQUE TO JOINTS, INSTALL DOWELS IN BOTH JOINT FACES.
11. INSTALL DOWELS BY DRILLING AND EPOXYING INTO THE PCC PAVEMENT AT LEAST 3 INCHES (8 CM) FROM THE LOCATION OF THE EXISTING DOWELS WHICH WERE CUT OFF. SPACE DOWEL BARS AT LEAST 3 INCHES (8 CM) FROM THE EDGE OF THE REPAIR AREA AND AT LEAST ONE BAR SPACING APART AT CORNERS OF INTERSECTING JOINTS.
12. OIL THE EXPOSED ENDS OF DOWEL BARS PRIOR TO BACKFILLING REPAIR AREA WITH CONCRETE.
13. INSTALL NONABSORBENT BOARD OR OTHER APPROVED MATERIAL WITHIN THE LIMITS OF THE JOINT SEAL RESERVOIR (STEP 1). THE NONABSORBENT BOARD WILL BE A STANDARD ½ INCH (13 MM) ASPHALT IMPREGNATED FIBER-BOARD. FOR JOINTS WIDER THAN ½ INCH (13 MM), ADJUST THE WIDTH OF THE NONABSORBENT BOARD TO FIT THE JOINT WIDTH.
14. FILL THE REPAIR AREA WITH CONCRETE AND CONSOLIDATE WITH A VIBRATOR. USE CONCRETE MEETING THE REQUIREMENTS OF IDOT M-4 PCC MAINTENANCE MIX FOR PAVEMENTS.
15. FINISH THE SURFACE TO MATCH THE EXISTING SURFACE.
16. SPRAY WITH CURING COMPOUND PER ASTM C309.
17. REMOVE THE NONABSORBENT BOARD OR OTHER APPROVED MATERIAL (STEP 2) AND PLACE JOINT SEALANT PER ASTM D6690 (STEP 3).
18. THOROUGHLY CLEAN THE WORK AREA BEFORE OPENING THE PAVEMENT TO AIRCRAFT TRAFFIC.
19. DO NOT ALLOW TRAFFIC UNTIL THE CONCRETE HAS CURED.

## FULL DEPTH REPAIR IN RIGID PAVEMENT - FULL SLAB REPLACEMENT

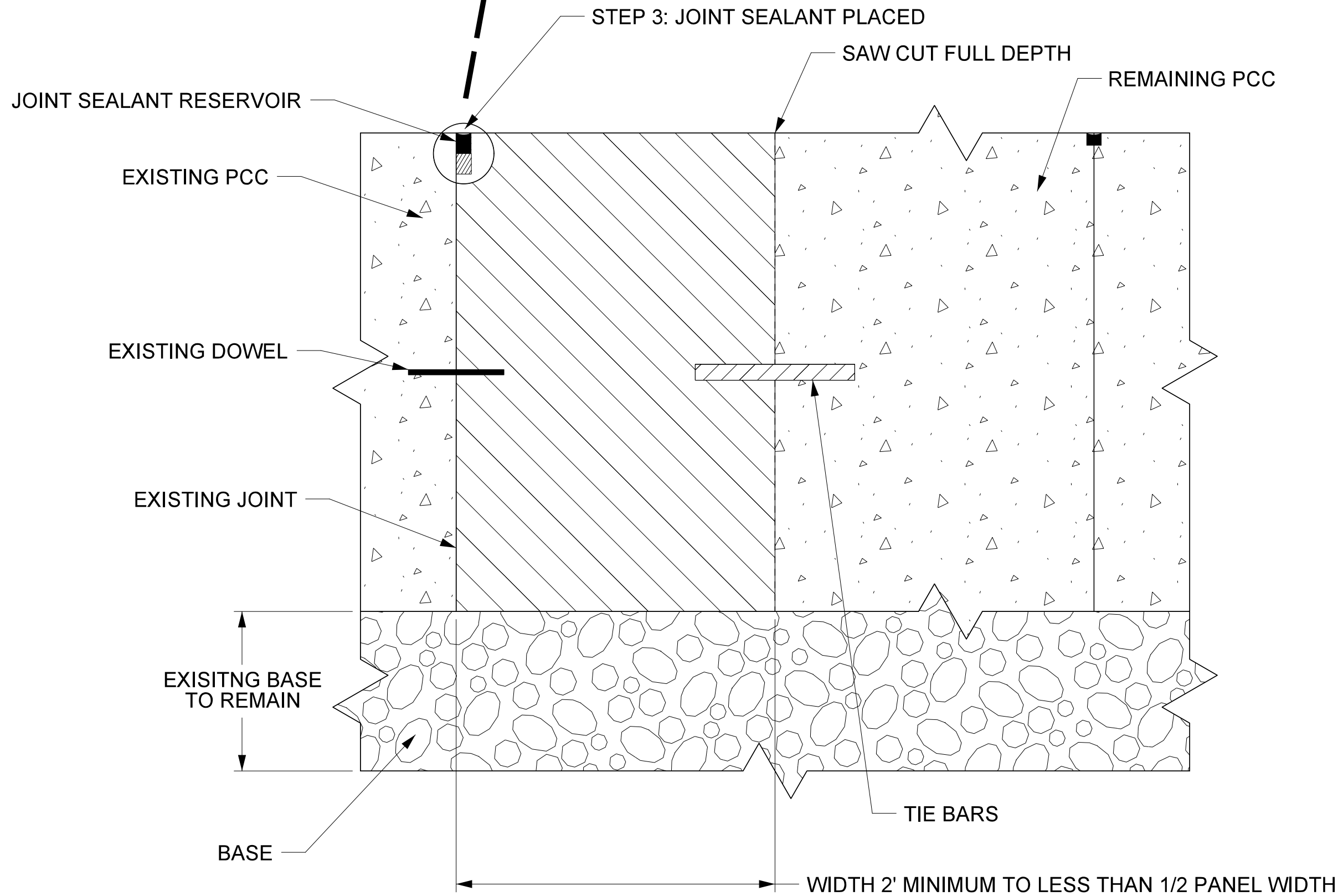
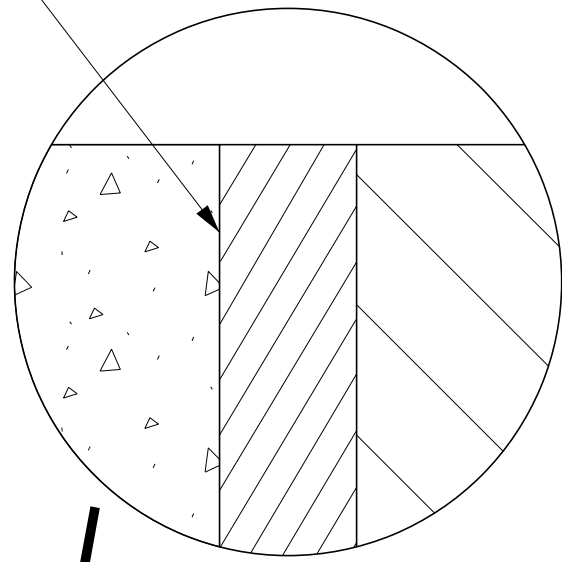
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NOT TO SCALE



STEP 1: JOINT FILLER NON-ABSORBENT MATERIAL INSTALLED TO TOP OF EXISTING SLAB BEFORE PLACING PATCH MATERIAL.

STEP 2: JOINT FILLER NON-ABSORBENT MATERIAL IS REMOVED TO FORM JOINT SEALANT RESERVOIR BEFORE SEALANT IS PLACED (STEP 3).



## FULL DEPTH REPAIR IN RIGID PAVEMENT - PARTIAL SLAB REPLACEMENT

A

NOT TO SCALE

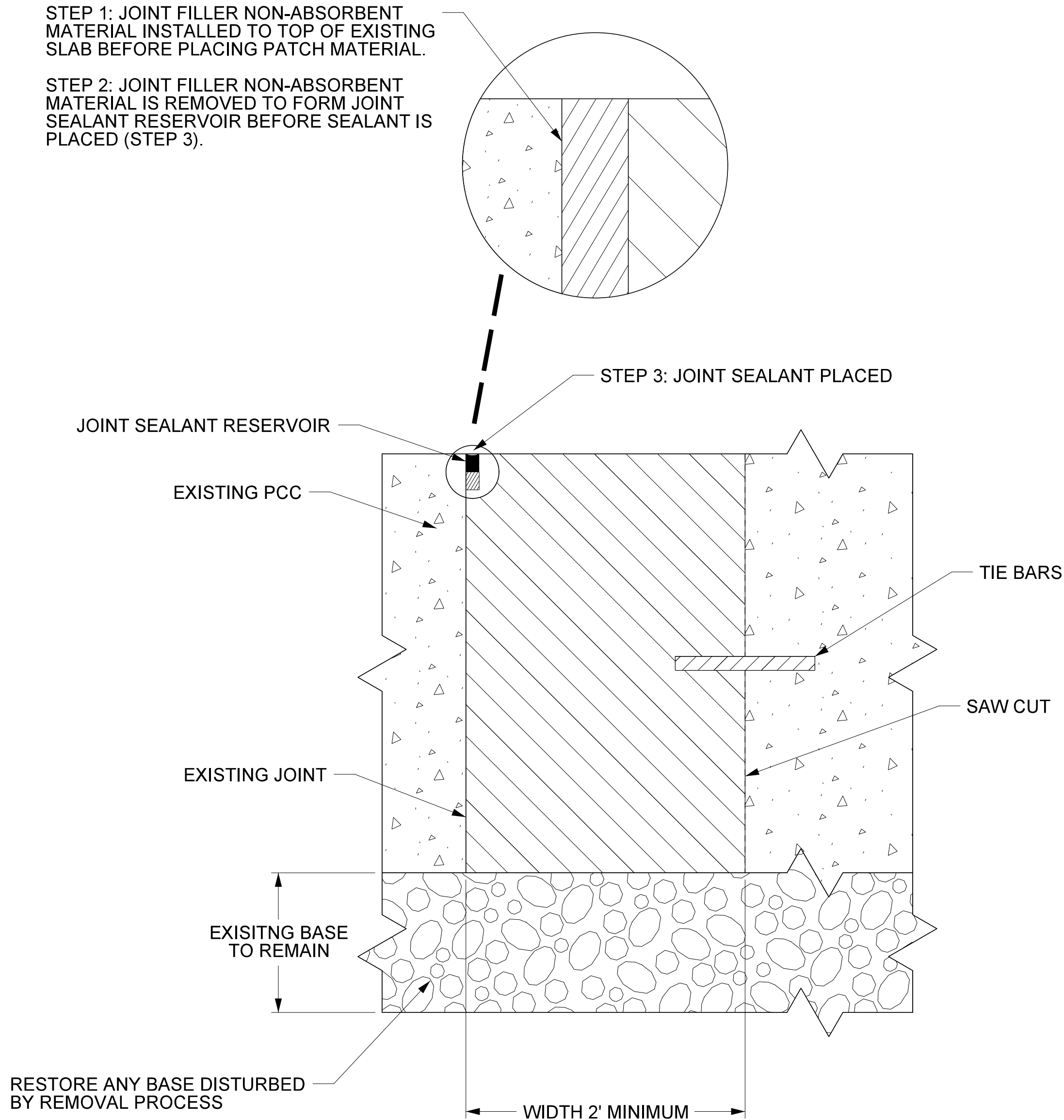
### REPAIR PROCEDURE:

1. REVIEW THE CONSTRUCTION SAFETY AND PHASING PLAN (CSPP). ENSURE ALL PAVEMENT CLOSURES HAVE ALL REQUIRED ITEMS IN PLACE, SUCH AS LIGHTED XS, BARRICADES, ETC.; AND ALL NOTAMS HAVE BEEN ISSUED FOR AFFECTED AREAS OF THE AIRFIELD.
2. MARK THE LIMITS OF THE AREA TO BE REPAIRED.
3. MAKE A FULL-DEPTH SAW CUT ALONG THE CONSTRUCTED JOINTS AT LEAST 2 FEET (0.6 M) BEYOND THE LIMITS OF THE DAMAGED PAVEMENT AND MAKE A SAW CUT PERPENDICULAR TO THE CONSTRUCTED JOINTS FROM THESE POINTS ACROSS THE WIDTH OF THE PAVEMENT PANEL. SEE FIGURE A-4.  
  
-IF DOWELS OR TIE BARS WILL BE EXPOSED AND SAVED, SAW EDGES FULL DEPTH JUST BEYOND THE END OF THE DOWELS OR TIE BARS. CAREFULLY SAW JOINTS ON THE JOINT LINE TO WITHIN 1 INCH (2.5 CM) OF THE DEPTH OF THE DOWEL OR TIE BAR. CAREFULLY BREAK UP AND REMOVE THE NARROW STRIPS OF CONCRETE ALONG DOWELED EDGES USING LIGHT 30 POUND (14 KG) OR LESS JACKHAMMERS, OR OTHER APPROVED EQUIPMENT.  
  
-IF DOWELS OR TIE BARS ARE TO BE CUT AND REPLACED, MAKE A FULL DEPTH SAW CUT ALONG THE CONSTRUCTED JOINT CUTTING THE DOWELS AND TIE BARS.
4. IF DOWELS OR TIE BARS ARE PRESENT ALONG ANY EDGES, EITHER OF THE FOLLOWING OPTIONS IS ACCEPTABLE:  
  
-IF DOWELS OR TIE BARS WILL BE EXPOSED AND SAVED, SAW EDGES FULL DEPTH JUST BEYOND THE END OF THE DOWELS OR TIE BARS. CAREFULLY SAW JOINTS ON THE JOINT LINE TO WITHIN 1 INCH (2.5 CM) OF THE DEPTH OF THE DOWEL OR TIE BAR. CAREFULLY BREAK UP AND REMOVE THE NARROW STRIPS OF CONCRETE ALONG DOWELED EDGES USING LIGHT 30 POUND (14 KG) OR LESS JACKHAMMERS, OR OTHER APPROVED EQUIPMENT.  
  
-IF DOWELS OR TIE BARS ARE TO BE CUT AND REPLACED, MAKE A FULL DEPTH SAW CUT ALONG THE CONSTRUCTED JOINT CUTTING THE DOWELS AND TIE BARS.
5. TAKE CARE TO PREVENT DAMAGE TO THE DOWELS, TIE BARS, OR TO CONCRETE THAT REMAINS IN PLACE.
6. MAKE ADDITIONAL SAW CUTS WITHIN THE LIMITS OF THE REPAIR AREA, DIVIDING THE REPAIR AREA INTO QUARTERS.
7. USE LIGHT WEIGHT EQUIPMENT, I.E., JACKHAMMERS LESS THAN 30 POUNDS (14 KG), HAND TOOLS, ETC., TO REMOVE THE DAMAGED PCC PAVEMENT. WORK FROM INSIDE THE SAW CUT TOWARD THE INTERIOR OF THE AREA BEING REMOVED TO PREVENT DAMAGE TO THE PAVEMENT REMAINING.
8. REMOVE BY HAND ALL LOOSE MATERIAL AND VACUUM TO MINIMIZE ANY DISTURBANCE TO THE SUBGRADE OR BASE MATERIALS.
9. RESTORE SUBGRADE OR BASE MATERIAL IF REQUIRED.
10. INSTALL DEFORMED TIE-BARS IN THE FACE OF THE PARENT PANEL BY DRILLING HORIZONTAL HOLES IN TO THE FACE AND USING AN EPOXY BONDING AGENT.
11. IF EXISTING DOWEL BARS HAVE BEEN CUT AND REMOVED, INSTALL DOWEL BARS OF THE TYPE AND SIZE OF THE EXISTING DOWEL BARS IN THE JOINTS THAT ARE PARALLEL TO THE DIRECTION OF TRAFFIC. ON APRONS AND AREAS WHERE TRAFFIC MAY BE OBLIQUE TO JOINTS, INSTALL DOWELS IN BOTH JOINT FACES.
12. INSTALL DOWELS BY DRILLING AND EPOXYING INTO THE PCC PAVEMENT AT LEAST 3 INCHES (8 CM) FROM THE LOCATION OF THE EXISTING CUT DOWELS. SPACE DOWEL BARS AT LEAST 3 INCHES (8 CM) FROM THE EDGE OF THE REPAIR AREA AND AT LEAST ONE BAR SPACING APART AT CORNERS OF INTERSECTING JOINTS.
13. OIL THE EXPOSED ENDS OF DOWEL BARS PRIOR TO BACKFILLING REPAIR AREA WITH CONCRETE.
14. INSTALL NONABSORBENT BOARD OR OTHER APPROVED MATERIAL WITHIN THE LIMITS OF THE JOINT SEAL RESERVOIR (STEP 1). THE NONABSORBENT BOARD WILL BE A STANDARD ½ INCH (13 MM) ASPHALT IMPREGNATED FIBER-BOARD. FOR JOINTS WIDER THAN ½ INCH (13 MM), ADJUST THE WIDTH OF THE NONABSORBENT BOARD TO FIT THE JOINT WIDTH.
15. FILL THE REPAIR AREA WITH CONCRETE AND CONSOLIDATE WITH A VIBRATOR. USE CONCRETE MEETING THE REQUIREMENTS OF IDOT M-4 PCC MAINTENANCE MIX FOR PAVEMENTS.
16. FINISH THE SURFACE TO MATCH THE EXISTING SURFACE.
17. SPRAY WITH CURING COMPOUND PER ASTM C309.
18. REMOVE THE NONABSORBENT BOARD OR OTHER APPROVED MATERIAL (STEP 2) AND PLACE JOINT SEALANT PER ASTM D6690 (STEP 3).
19. THOROUGHLY CLEAN THE WORK AREA BEFORE OPENING THE PAVEMENT TO AIRCRAFT TRAFFIC.
20. DO NOT ALLOW TRAFFIC UNTIL THE CONCRETE HAS CURED.

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REHABILITATE RUNWAY, TAXIWAY, AND APRON FAA AIP PROJECT NO. 3-19-0067-012 OELWEIN MUNICIPAL AIRPORT OELWEIN, IOWA						PATCHING DETAILS
DATE MARCH 15, 2022						PROJECT NO 60676643
FILENAME						SHEET NO
DRAWING NO						21



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## FULL DEPTH REPAIR IN RIGID PAVEMENT - CORNER BREAK

A

NOT TO SCALE

### REPAIR PROCEDURE:

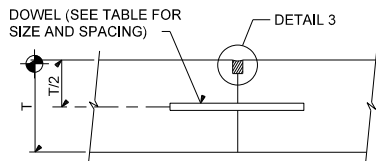
1. REVIEW THE CONSTRUCTION SAFETY AND PHASING PLAN (CSPP). ENSURE ALL PAVEMENT CLOSURES HAVE ALL REQUIRED ITEMS IN PLACE, SUCH AS LIGHTED XS, BARRICADES, ETC.; AND ALL NOTAMS HAVE BEEN ISSUED FOR AFFECTED AREAS OF THE AIRFIELD.
2. MARK THE LIMITS OF THE AREA TO BE REPAIRED. FOR CORNER BREAKS THE REPAIR AREA SHOULD BE SQUARE.
3. MAKE A FULL-DEPTH SAW CUT ALONG THE CONSTRUCTED JOINTS AT LEAST 2 FEET (0.6 M) BEYOND THE LIMITS OF THE BREAK AND MAKE SAW CUTS PERPENDICULAR TO THE CONSTRUCTED JOINTS FROM THESE POINTS UNTIL THEY INTERSECT. SEE FIGURE A-4.
4. IF DOWELS OR TIE BARS PRESENT ALONG ANY EDGES ARE CUT AND REPLACED, MAKE A FULL DEPTH SAW CUT ALONG THE CONSTRUCTED JOINT CUTTING THE DOWELS AND TIE BARS.
5. TAKE CARE TO PREVENT DAMAGE TO REMAINING DOWELS, TIE BARS, OR CONCRETE.
6. USE LIGHT WEIGHT EQUIPMENT, I.E., JACKHAMMERS LESS THAN 30 POUNDS (14 KG), HAND TOOLS, ETC., TO REMOVE THE REMAINING DAMAGED PCC PAVEMENT. WORK FROM INSIDE THE SAW CUT TOWARD THE EDGE OF THE SLAB OF THE AREA BEING REMOVED TO PREVENT DAMAGE TO THE PAVEMENT REMAINING.
7. REMOVE BY HAND ALL LOOSE MATERIAL AND VACUUM TO MINIMIZE ANY DISTURBANCE TO THE SUBGRADE OR BASE MATERIALS.
8. RESTORE SUBGRADE OR BASE MATERIAL IF REQUIRED.
9. INSTALL DEFORMED TIE-BARS IN EACH FACE OF THE PARENT PANEL BY DRILLING HORIZONTAL HOLES INTO THE FACE AND USING AN EPOXY BONDING AGENT.
10. INSTALL NONABSORBENT BOARD OR OTHER APPROVED MATERIAL WITHIN THE LIMITS OF THE JOINT SEAL RESERVOIR (STEP 1). THE NONABSORBENT BOARD WILL BE A STANDARD 1/2 INCH (13 MM) ASPHALT IMPREGNATED FIBER-BOARD OR OTHER APPROVED MATERIAL. FOR JOINTS WIDER THAN 1/2 INCH (13 MM), ADJUST THE WIDTH OF THE NONABSORBENT BOARD TO FIT THE JOINT WIDTH.
11. FILL THE REPAIR AREA WITH CONCRETE AND CONSOLIDATE WITH A VIBRATOR. CONCRETE SHOULD MEET THE REQUIREMENTS OF IDOT M-4 PCC MAINTENANCE MIX FOR PAVEMENTS.
12. FINISH THE SURFACE TO MATCH EXISTING PAVEMENT.
13. SPRAY WITH CURING COMPOUND PER ASTM C309.
14. REMOVE THE NONABSORBENT BOARD (STEP 2) AND PLACE JOINT SEALANT PER ASTM D6690 AND MANUFACTURER'S REQUIREMENTS (STEP 3).
15. DO NOT ALLOW TRAFFIC UNTIL THE PATCH HAS CURED.
16. COMPLETELY CLEAN THE WORK AREA BEFORE OPENING THE PAVEMENT TO AIRCRAFT TRAFFIC.

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REHABILITATE RUNWAY, TAXIWAY, AND APRON FAA AIP PROJECT NO. 3-19-0067-012 OELWEIN MUNICIPAL AIRPORT OELWEIN, IOWA					
PATCHING DETAILS					
DATE MARCH 15, 2022					
PROJECT NO 60676643					
FILENAME					
SHEET NO					
DRAWING NO					
22					
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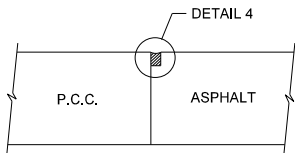
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\$\$\$DATE\$\$\$  
\$\$\$DGN\$\$\$

## CONSTRUCTION JOINTS

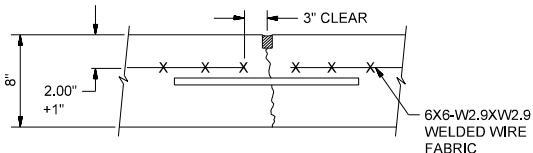


**TYPE E - DOWELED**  
NOT TO SCALE

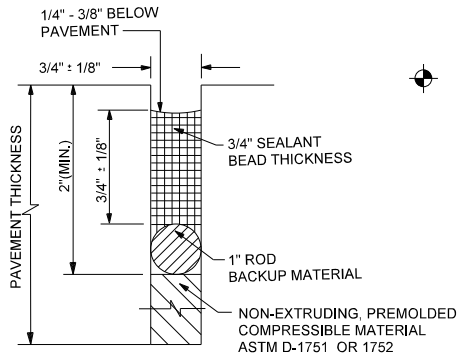
\* JOINT TYPE TO BE USED AS TRANSVERSE JOINT AT END OF EACH DAYS POUR OR WHERE ANY HEADER HAS BEEN REQUIRED.



**P.C.C. TO ASPHALT**  
NOT TO SCALE



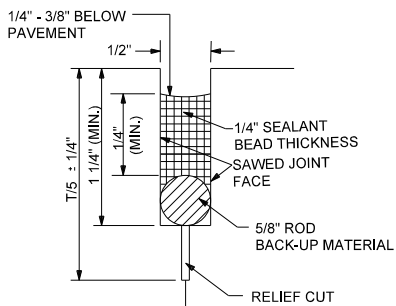
**WELDED WIRE FABRIC DETAIL**  
NOT TO SCALE



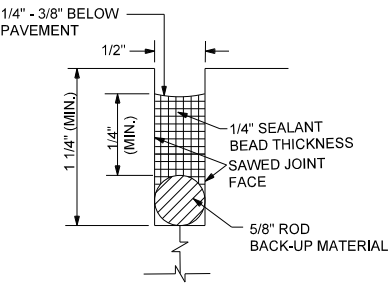
**DETAIL 1**  
NOT TO SCALE

NOTE: ALL DOWEL BARS AND DEFORMED TIE BARS SHALL BE EPOXY COATED.

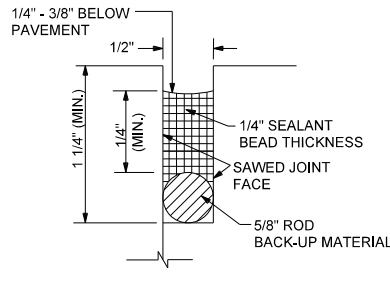
NOTE:  
ACTUAL JOINT ASPECT RATIO SHOULD BE ADJUSTED TO MEET SPECIFIC JOINT SEALANT MANUFACTURER'S REQUIREMENTS.



**DETAIL 2**  
NOT TO SCALE



**DETAIL 3**  
NOT TO SCALE

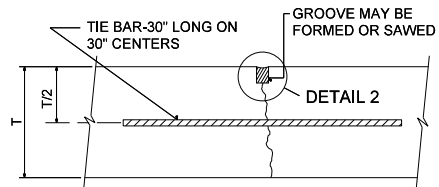


**DETAIL 4**  
NOT TO SCALE

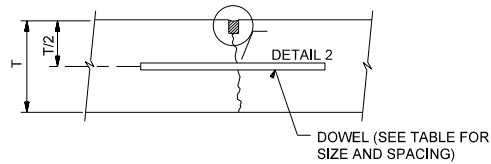
### DOWEL TABLE

PAVEMENT THICKNESS T(IN.)	DOWEL SIZE AND SPACING		
	DIAMETER	LENGTH	SPACING
5.0"	5/8"	18"	12"

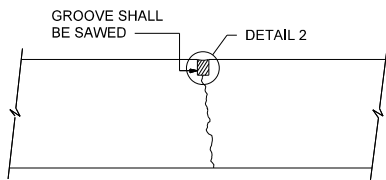
## CONTRACTION JOINTS



**TYPE B - HINGED**  
NOT TO SCALE



**TYPE C - DOWELED**  
NOT TO SCALE



**TYPE D - DUMMY**  
NOT TO SCALE

### PCC THICKNESS

ALL	T = 5.0"

**AECOM**

REHABILITATE RUNWAY, TAXIWAY, AND APRON  
FAA AIP PROJECT NO. 3-19-0067-012  
OELWEIN MUNICIPAL AIRPORT  
OELWEIN, IOWA

### JOINTING DETAILS

DATE  
**MARCH 15, 2022**  
PROJECT NO  
**60676643**

FILENAME

SHEET NO

DRAWING NO

85

Item 8.

DATE

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# Oelwein Municipal Airport Rehabilitate Runway, Taxiway and Apron

FAA AIP Project #3-19-0067-012

*Prepared For:*  
City of Oelwein  
20 - 2<sup>nd</sup> Avenue SW  
Oelwein, Iowa 50662

*Prepared By:*

AECOM  
500 SW 7<sup>th</sup> Street, Suite 301  
Des Moines, Iowa 50309

AECOM  
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*March 15 2022*






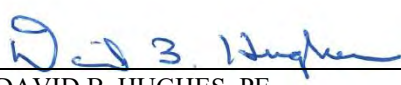


CONTRACT DOCUMENTS AND SPECIFICATIONS  
FOR  
REHABILITATION RUNWAY, TAXIWAY AND APRON  
AT THE  
OELWEIN MUNICIPAL AIRPORT  
OELWEIN, IOWA  
FAA AIP PROJECT NO. 3-19-0067-012

Prepared For:  
City of Oelwein, Iowa

Prepared By:  
AECOM

March 15, 2022

	<p>I hereby certify that this engineering document was prepared by me or under my direct personal supervision and that I am a duly licensed Professional Engineer under the laws of the state of Iowa.</p> <div style="display: flex; justify-content: space-between; align-items: flex-end; margin-top: 20px;"> <div style="text-align: center;">               DAVID B. HUGHES, PE         </div> <div style="text-align: right;">             March 15, 2022              Date         </div> </div> <p>License No. 13037</p> <p>My license renewal date is December 31, 2023.</p> <p>Pages or sheets covered by this seal:</p> <hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> <hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> <hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/>
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**NOTICE TO BIDDERS**  
**for the Taking of Construction Bids**  
**for the**  
**REHABILITATE RUNWAY, TAXIWAY AND APRON**  
**AT THE OELWEIN MUNICIPAL AIRPORT**  
**in the City of Oelwein, Iowa**

**FAA AIP PROJECT NO. 3-19-0067-012**

**RECEIVING OF BIDS**

Sealed proposals will be received by the City Clerk of the City of Oelwein, Iowa, at her office in the City Hall of the said City on the 21<sup>st</sup> day of April, 2022, until 10:00 a.m. local time, for the construction of the **REHABILITATE RUNWAY, TAXIWAY AND APRON**, as described in detail in the plans and specifications now on file in the Office of the City Clerk, 20 Second Avenue SW, Oelwein, Iowa 50662.

**OPENING OF BIDS**

All proposals received will be opened in open meeting to be held in the Council Chambers in the City Hall in the City of Oelwein, Iowa, on the 21<sup>st</sup> day of April, 2022, at 10:00 a.m. local time, and the proposals will be acted upon at such later time and place as may then be fixed.

**PRE-BID MEETING**

A pre-bid meeting for this project will be held in the Terminal Building at the Oelwein Municipal Airport, Oelwein, Iowa, at 9:00 a.m., Local Time, on April 14, 2022.

**SCOPE OF WORK**

The work to be performed in this project shall include the following described improvements to the Oelwein Municipal Airport, Oelwein, Iowa:

Concrete Pavement Joint Clean and Sealing, Concrete Pavement Crack Routing and Sealing, Partial and Full Panel Portland Cement Concrete Pavement Repairs and Airfield Pavement Marking for Apron, Taxiway and Runway.”

**BEGINNING AND COMPLETION DATES**

The work under the proposed contract shall be commenced within ten (10) working days after receipt of "Notice to Proceed" and shall be completed in forty-five (45) calendar days from the date established in the Notice to Proceed. Failure to complete within the allotted time will result in assessment of liquidated damages.

**PAYMENTS**

Payments will be made to the Contractor based on monthly estimates in amounts equal to ninety-five percent (95%) of the Contract value of the work completed, including materials and equipment delivered to the job site during the preceding calendar month, and will be based upon an estimate prepared on the first day of each month by the Contractor, checked by the Engineer and submitted to the City on or before the 15th day of the month in question. Such monthly payment will in no way be construed as an act of acceptance for any part of the work partially or totally completed. The balance of the five percent (5%) due the Contractor will be paid not earlier than thirty-one (31) days from the date of final acceptance of said work by the City, subject to the conditions and in accordance with the provisions of Chapter 573 of the Code of Iowa, as amended. No such partial or final payment will be due until the Contractor has certified to the City that the materials, labor and services involved in each estimate have been paid for in accordance with the requirements stated in the Specifications.



## **PLANS AND SPECIFICATIONS**

Copies of the bid documents, including project drawings and technical specifications, are on file and may be inspected at the office of the City Clerk, City of Oelwein, 20 Second Avenue SW, Oelwein, Iowa, and the office of AECOM, 500 SW 7th Street, Suite 301, Des Moines, Iowa 50309, or 501 Sycamore Street, Suite 222, Waterloo, Iowa 50703.

Complete digital project bidding documents are available at [www.questcdn.com](http://www.questcdn.com). You may download the digital plan documents, free of charge, by inputting Quest project #8151279 on the website's Project Search page. Please contact QuestCDN.com at 952-233-1632 or [info@questcdn.com](mailto:info@questcdn.com) for assistance in free membership registration, downloading, and working with this digital project information.

An optional paper set of project documents is available from our Waterloo AECOM office with a deposit of **\$25.00**. Said \$25.00 deposit is **fully-refundable if the Bidding Documents are returned in good condition within 14 days of the bid opening. PAYMENT SHALL BE BY CHECK ONLY.**

## **CONTRACT AWARD**

A contract will be awarded to the qualified bidder submitting the lowest total bid.

The City reserves the right to reject any or all bids, readvertise for new bids, and to waive informalities in the bids submitted that may be in the best interest of the City.

Bids may be held by the City of Oelwein, Iowa, for a period not to exceed sixty (60) days from the day of the opening of bids for the purpose of reviewing the bids and investigating the qualifications of bidders, prior to awarding the contract.

## **PROPOSALS SUBMITTED**

The bidder shall submit bids on the items listed in the proposal. The bidder shall clearly write or type the unit bid price and the bid item extension (Unit Price x Estimated Quantity) in numerals on the blanks provided. Should there be any discrepancy between the unit bid price and extension, the City of Oelwein shall consider the unit bid price as being the valid unit bid price.

The bidder has the option to submit a computer-generated spreadsheet in lieu of the portion of the Form of Bid or Proposal, which includes the Bid Item Number, Description, Unit, Estimated Quantity, Unit Bid Price, Total Bid Price and Total Bid. The computer-generated spreadsheet shall include all of the information listed in that portion of the Form of Bid or Proposal as well as bear the signature of the Prime Contractor submitting the bid. For the bidders who submit a computer-generated spreadsheet, the TOTAL BID (with alternates, if applicable) shall also be indicated in the space(s) provided on the Form of Bid or Proposal.

## **BID SECURITY REQUIRED**

Each Proposal will be accompanied in a separate labeled and sealed envelope by a certified check drawn on a solvent Iowa bank or a bank chartered under the laws of the United States or bid bond in the amount of five percent (5%) of the total amount bid, made payable to the order of the City of Oelwein, Oelwein, Iowa. The check must not contain any condition in the body or endorsement thereon. The checks or bid bonds of the two lowest Bidders will be retained until the low bidder has been designated and a Contract is approved. Other bid securities will be returned within forty-eight (48) hours after bid opening. A successful Bidder's bid security shall be forfeited to the City as liquidated damages in the event the Bidder fails or refuses to enter into a Contract within fifteen (15) days after the bids are received and post bond satisfactory to the City insuring the faithful fulfillment of the Contract. Bidder shall use the Bid Bond form provided in the Specifications.

## **PERFORMANCE AND PAYMENT BONDS**

The successful Bidder will be required to furnish separate performance and payment bonds each in an amount equal to 100% of the Contract price. The bond of any surety company authorized by the Commission of Insurance of the



State of Iowa to do business in the State of Iowa, and which has filed its Certificate of Authority with the Clerk of Court, will be accepted as security for any Contract.

### **PREDETERMINED WAGE RATE**

Predetermined wage rates shall apply to all work on this project in accordance with Iowa General Decision No. IA20220081. In addition, the Prime Contractor shall submit certified payrolls for itself and each approved subcontractor weekly to the project Engineer. The Contractor may use the Iowa DOT Certified Payroll form or other approved form. The Contractor shall list the craft for each employee covered by the Predetermined Wage Rates. The Prime Contractor shall sign each of the subcontractor's payrolls to acknowledge the submittal of the Certified Payroll.

### **LIQUIDATED DAMAGES**

Time is an essential element of this contract. It is important that the work be diligently pursued to completion. If the work is not completed within the specified contract period, plus authorized extensions, liquidated damages will be assessed for work that is not completed according to the overall contract time at a rate of \$500.00 per calendar day.

This amount is not construed as a penalty. These damages are for the cost to the City of providing the required additional inspection, engineering and contract administration.

### **PRE-CONSTRUCTION CONFERENCE**

Before the work is commenced on this contract, a conference shall be held for the purpose of discussing the contract. The conference shall be attended by City officials, the prime contractor, and all subcontractors, if any.

### **SALES TAX EXEMPTION CERTIFICATES**

Contractors and approved subcontractors will be provided a Sales Tax Exemption Certification to purchase building materials or supplies in the performance of construction contracts let by the City of Oelwein.

### **SITE INSPECTION**

Bidders are expected to visit the locality of the work and to make their own estimate of the facilities needed and the difficulties attending the execution of the proposed Contract, including local conditions.

### **TIME FOR RECEIVING BIDS**

Bids received prior to the time of opening will be securely kept, unopened. The officer whose duty it is to open them will decide when the specified time has arrived, and no bid received thereafter will be considered. No responsibility will attach to an officer for the premature opening of a bid not properly addressed and identified. Unless specifically authorized, telegraphic bids will not be considered, but modifications by telegraph of bids already submitted will be considered if received prior to the hour set for opening.

All proposals must be received at the address indicated herein above prior to the time and date specified for receipt of bids. Bids received after the specified time and date will be returned unopened. The City of Oelwein shall not be held responsible or accountable for delays in the delivery of any proposal by the U.S. Postal Service or other courier service.

### **WITHDRAWAL OF BIDS**

Bids may be withdrawn on written or telegraphic request received from Bidders prior to the time fixed for opening. Negligence on the part of the Bidder in preparing the bid confers no right for the withdrawal of the bid after it has been opened.



## **ERRORS IN BID**

Bidders or their authorized agents are expected to examine the Maps, Drawings, Specifications, Circulars, Schedule and all other instructions pertaining to the work, which will be open to their inspection. Failure to do so will be at the Bidder's own risk and he cannot secure relief on the plea of error in the bid. In case of error in the extension of prices, the unit price will govern.

## **MINIMUM WAGE RATES**

*If the wage determination of the Department of Labor incorporated in the advertised specifications does not include rates for classifications deemed appropriate by the bidder, the bidder is responsible for ascertaining the rates payable for such use in accomplishing the work. No inference concerning practice is to be drawn from their omission. Further, the omission does not, per se, establish any liability to the Government for increased labor costs resulting from the use of such classifications.*

## **CIVIL RIGHTS – TITLE VI ASSURANCES**

The **City of Oelwein, Iowa**, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. Sections 2000d to 2000d-4) and the Regulations, hereby notifies all bidders that it will affirmatively ensure that any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.

## **REQUIREMENT FOR AFFIRMATIVE ACTION**

1. The Bidder's attention is called to the "Equal Opportunity Clause" and the "Standard Federal Equal Employment Opportunity Construction Contract Specifications" set forth herein.
2. The goals and timetables for minority and female participation, expressed in percentage terms for the contractor's aggregate workforce in each trade on all construction work in the covered area are as follows:
  - a. Timetables
  - b. Goals for minority participation for each trade 2.0%
  - c. Goals for female participation in each trade 6.9%

These goals are applicable to all of the contractor's construction work (whether or not it is Federal or federally-assisted) performed in the covered area. If the contractor performs construction work in a geographical area located outside of the covered area, it shall apply the goals established for such geographical area where the work is actually performed. With regard to this second area, the contractor is also subject to the goals for both federally funded and non-federally funded construction regardless of the percentage of federal participation in funding.

The contractor's compliance with the Executive Order and the regulations in 41 CFR Part 60-4 shall be based on its implementation of the Equal Opportunity Clause, specific affirmative action obligations required by the specifications set forth in 41 CFR 60-4.3(a), and its efforts to meet the goals. The hours of minority and female employment and training shall be substantially uniform throughout the length of the contract, and in each trade, and the contractor shall make a good faith effort to employ minorities and women evenly on each of its projects. The transfer of minority or female employees or trainees from contractor to contractor or from project to project, for the sole purpose of meeting the contractor's goals, shall be a violation of the contract, the Executive Order, and the regulations in 41 CFR Part 60-4. Compliance with the goals will be measured against the total work hours performed.

3. The contractor shall provide written notification to the Director, Office of Federal Contract Compliance Programs (OFCCP), within 10 working days of award of any construction subcontract in excess of \$10,000 at any tier for construction work under the contract resulting from this solicitation. The notification shall list the name, address, and telephone number of the subcontractor; employer identification number of the



subcontractor; estimated dollar amount of the subcontract; estimated starting and completion dates of subcontract; and the geographical area in which the subcontract is to be performed.

4. As used in this notice and in the contract resulting from this solicitation, the "covered area" is Iowa, Fayette County, and City of Oelwein.

#### **NON-SEGREGATED FACILITIES REQUIREMENTS**

1. Notice to Prospective federally-assisted construction contractors:
  - a. A Certification of Non-Segregated Facilities shall be submitted prior to the award of a federally-assisted construction contract exceeding \$10,000 which is not exempt from the provisions of the Equal Opportunity Clause.
  - b. Contractors receiving federally-assisted construction contract awards exceeding \$10,000 which are not exempt from the provisions of the Equal Opportunity Clause will be required to provide for the forwarding of the following notice to prospective subcontractors for supplies and construction contracts where the subcontracts exceed \$10,000 and are not exempt from the provisions of the Equal Opportunity Clause.
  - c. The penalty for making false statements in offers is prescribed in 18 U.S.C. Section 1001.
2. Notice to Prospective Subcontractors of Requirements for Certification of Non-Segregated Facilities:
  - a. A Certification of Non-Segregated Facilities shall be submitted prior to the award of a subcontract exceeding \$10,000, which is not exempt from the provisions of the Equal Opportunity Clause.
  - b. Contractors receiving subcontract awards exceeding \$10,000 which are not exempt from the provisions of the Equal Opportunity Clause will be required to provide for the forwarding of this notice to prospective subcontractors for supplies and construction contracts where the subcontracts exceed \$10,000 and are not exempt from the provisions of the Equal Opportunity Clause.
  - c. The penalty for making false statements in offers is prescribed in 18 U.S.C. Section 1001.

#### **DISADVANTAGED BUSINESS ENTERPRISE**

The contractor shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of this DOT-assisted contracts. In accordance with 49 CFR Part 26.45, the sponsor has established a contract goal of **3.4 percent** participation for small business concerns owned and controlled by certified socially and economically disadvantaged enterprise (DBE). The bidder shall make and document good faith efforts, as defined in Appendix A of 49 CFR Part 26, to meet this established goal.

#### **DAVIS-BACON ACT, AS AMENDED**

The Contractor is required to comply with wage and labor provisions and to pay minimum wages in accordance with the current schedule of wage rates established by the United States Department of Labor.

#### **CERTIFICATE REGARDING DEBARMENT AND SUSPENSION (BIDDER OR OFFEROR)**

By submitting a bid/proposal under this solicitation, the bidder or offeror certifies that at the time the bidder or offeror submits its proposal that neither it nor its principals are presently debarred or suspended by any Federal department or agency from participation in this transaction.

#### **CERTIFICATE REGARDING DEBARMENT AND SUSPENSION (SUCCESSFUL BIDDER REGARDING LOWER TIER PARTICIPANTS)**

The successful bidder, by administering each lower tier subcontract that exceeds \$25,000 as a "covered transaction," must verify that each lower tier participant of a "covered transaction" under the project is not presently debarred or



otherwise disqualified from participation in this federally-assisted project. The successful bidder shall accomplish this by:

- i. Checking the System for Award Management at website: <http://www.sam.gov>.
- ii. Collecting a certification statement similar to the Certificate Regarding Debarment and Suspension (Bidder or Offeror), above.
- iii. Inserting a clause or condition in the covered transaction with the lower tier contract

If the FAA later determines that an individual failed to tell a higher tier that they were excluded or disqualified at the time they entered the covered transaction with that person, the FAA may pursue any available remedy, including suspension and debarment.

#### **TRADE RESTRICTION CLAUSE**

The contractor or subcontractor, by submission of an offer and/or execution of a contract, certifies that it:

- a. is not owned or controlled by one or more citizens of a foreign country included in the list of countries that discriminate against U.S. firms published by the Office of the United States Trade Representative (USTR);
- b. has not knowingly entered into any contract or subcontract for this project with a person that is a citizen or national of a foreign country on said list, or is owned or controlled directly or indirectly by one or more citizens or nationals of a foreign country on said list;
- c. has not procured any product nor subcontracted for the supply of any product for use on the project that is produced in a foreign country on said list.

Unless the restrictions of this clause are waived by the Secretary of Transportation in accordance with 49 CFR 30.17, no contract shall be awarded to a contractor or subcontractor who is unable to certify to the above. If the contractor knowingly procures or subcontracts for the supply of any product or service of a foreign country on said list for use on the project, the Federal Aviation Administration may direct through the Sponsor cancellation of the contract at no cost to the Government.

Further, the contractor agrees that, if awarded a contract resulting from this solicitation, it will incorporate this provision for certification without modification in each contract and in all lower tier subcontracts. The contractor may rely on the certification of a prospective subcontractor unless it has knowledge that the certification is erroneous.

The contractor shall provide immediate written notice to the sponsor if the contractor learns that its certification or that of a subcontractor was erroneous when submitted or has become erroneous by reason of changed circumstances. The subcontractor agrees to provide written notice to the contractor if at any time it learns that its certification was erroneous by reason of changed circumstances.

This certification is a material representation of fact upon which reliance was placed when making the award. If it is later determined that the contractor or subcontractor knowingly rendered an erroneous certification, the Federal Aviation Administration may direct through the Sponsor cancellation of the contract or subcontract for default at no cost to the Government.

Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render, in good faith, the certification required by this provision. The knowledge and information of a contractor is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

This certification concerns a matter within the jurisdiction of an agency of the United States of America and the making of a false, fictitious, or fraudulent certification may render the maker subject to prosecution under Title 18, United States Code, Section 1001.



### **BUY AMERICAN CERTIFICATION**

The contractor agrees to comply with 49 USC Section 50101, which provides that Federal funds may not be obligated unless all steel and manufactured goods used in AIP-funded projects are produced in the United States, unless the FAA has issued a waiver for the product; the product is listed as an Excepted Article, Material or Supply in Federal Acquisition Regulation Subpart 25.108; or is included in the FAA Nationwide Buy American Waivers Issued list.

A bidder or offeror must submit the appropriate Buy American Certification with all bids or offers on AIP funded projects. Bids or offers that are not accompanied by a completed Buy America certification must be rejected as nonresponsive.

### **DRUG-FREE WORKPLACE**

The contractor and all subcontractors agree to comply with the Drug-Free Workplace Act of 1988 - 41 USC 702 through 706.

### **MARKING AND MAILING BIDS**

Envelopes containing bids must be sealed and addressed to the City Clerk, 20 Second Avenue SW, Oelwein, Iowa 50662, and marked in the upper left hand corner as follows:

Bid of \_\_\_\_\_ (Name and Address of Contractor) \_\_\_\_\_ for Rehabilitate Runway, Taxiway and Apron, Oelwein Municipal Airport, Oelwein, Iowa, FAA AIP Project No. 3-19-0067-012.

To be opened in City Hall Council Chambers at 10:00 O'clock Local Time, April 21, 2022.

Published by authority of the City of Oelwein, Iowa.

By:

Dylan Mulfinger, City Administrator



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**NOTICE OF PUBLIC HEARING**  
**On Proposed Plans, Specifications, Form of Contract, And Estimate of Cost and the**  
**for the**  
**REHABILITATE RUNWAY, TAXIWAY AND APRON**  
**AT THE OELWEIN MUNICIPAL AIRPORT**  
**in the City of Oelwein, Iowa**

**F.A.A. AIP PROJECT NO. 3-19-0067-012**

TO ALL TAXPAYERS OF THE CITY OF OELWEIN, IOWA, AND TO OTHER INTERESTED PERSONS:

Notice is hereby given that the Council of said City will conduct a public hearing on the proposed Plans, Specifications, Form of Contract, and Estimate of Cost for the construction of the above-described improvement project at **6:00 p.m. on April 25, 2022**, said hearing to be held in the Council Chambers in the City Hall, in said City.

The proposed Plans, Specifications, Form of Contract, and Estimate of Cost for said improvements heretofore are on file in the office of the City Clerk, City of Oelwein, Iowa, for public examination, and any person interested therein may file written objection thereto with the City Clerk before the date set for said hearing, or appear and make objection thereto with the City Clerk before the date set for said hearing, or appear and make objection thereto at the meeting above set forth.

Published by authority of the City of Oelwein, Iowa.



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**PROPOSAL FORM  
FOR  
IMPROVEMENTS TO THE OELWEIN MUNICIPAL AIRPORT  
CONSISTING OF  
REHABILITATE RUNWAY, TAXIWAY AND APRON  
AT THE  
OELWEIN MUNICIPAL AIRPORT  
OELWEIN, IOWA  
FAA AIP PROJECT NO. 3-19-0067-012**

Members of the City Council  
City of Oelwein, Iowa  
City Hall  
20 Second Avenue SW  
Oelwein, Iowa 50662

Council Members:

1. The undersigned hereby certifies that he has examined the Form of Contract, Plans, and Specifications for the Construction of Improvements to the Oelwein Municipal Airport consisting of **REHABILITATE RUNWAY, TAXIWAY AND APRON, FAA AIP Project No. 3-19-0067-012** and has examined the site of the work and is familiar with local conditions pertaining to the work.
2. The extent of the work involved in the **REHABILITATE RUNWAY, TAXIWAY AND APRON** includes concrete pavement joint clean and sealing, concrete pavement crack routing and sealing, partial and full panel Portland cement concrete pavement repairs and airfield pavement marking for apron, taxiway and runway and all other incidental work associated with this project.
3. The undersigned, in compliance with your Invitation for Bids dated \_\_\_\_\_, hereby proposes to do the work called for in said Contract and Specifications and shown on said Plans and Addendum Nos. \_\_\_\_\_ and to furnish all materials, tools, labor and all appliances and appurtenances necessary for the said work at the following rates and prices:

**ITEMIZED PROPOSAL**

**PROJECT: REHABILITATE RUNWAY, TAXIWAY AND APRON  
OELWEIN MUNICIPAL AIRPORT  
FAA AIP PROJECT NO. 3-19-0067-012**

ITEM No.	SPEC. NO.	ITEM DESCRIPTION	UNIT	EST. QUANTITY	UNIT BID PRICE	TOTAL BID PRICE
1	C-105	MOBILIZATION	LS	1	\$	\$
2	GP 40-05	TRAFFIC CONTROL	LS	1	\$	\$
3	P-101-5.1	PATCHES, FULL-DEPTH FINISH, FULL SLAB	SY	120.0	\$	\$
4	P-101.5.1	PATCHES, FULL-DEPTH FINISH, PARTIAL SLAB	SY	35	\$	\$
5	P-101.5.1	PATCHES, FULL-DEPTH FINISH, CORNER BREAK	SF	450	\$	\$
6	P-101-5.2	DIAMOND GRINDING	SF	1,020	\$	\$
7	P-101.5.3	SAW AND SEAL JOINTS (APRON)	LFT	8,650	\$	\$
8	P-101.5.3	SAW AND SEAL JOINTS (RUNWAY AND TAXIWAY)	LFT	58,000	\$	\$
9	P-101.5.3	ROUTE AND SEAL CRACKS	LFT	900	\$	\$



ITEM No.	SPEC. NO.	ITEM DESCRIPTION	UNIT	EST. QUANTITY	UNIT BID PRICE	TOTAL BID PRICE
10	P-208-5.1	CRUSHED AGGREGATE BASE COURSE - 6 INCH	SY	150.0	\$	\$
11	P-620.5.1	RUNWAY AND TAXIWAY MARKING	SF	29,400	\$	\$
12	P-620-5.2	REFLECTIVE MEDIA (TYPE I, GRADATION A)	LB	1,375	\$	\$
13	P-620-5.3	RUNWAY PAINT REMOVAL	SF	3,625	\$	\$
<b>TOTAL BID PRICE</b>						<b>\$</b>

4. The undersigned understands that the above quantities of work to be done are approximate only and are intended principally to serve as a guide in evaluating the bids. All quantities are subject to increase or decrease and are to be performed at the unit prices stipulated herein.
5. It is understood that the schedule of minimum wage rates, as established by the Secretary of Labor and included in the Specifications, are to govern on this project, and the undersigned certifies that he has examined this schedule of wage rates and that the prices bid are based on such established wage rates.
6. The bidder shall make good faith efforts, as defined in Appendix A of 49 CFR Part 26, Regulations of the Office of the Secretary of Transportation, to subcontract **three and four tenths (3.4%)** percent of the dollar value of the prime contract to small business concerns owned and controlled by socially and economically disadvantaged individuals (DBE). Individuals who are rebuttably presumed to be socially and economically disadvantaged include women, Blacks, Hispanics, Native Americans, Asian-Pacific Americans, and Asian-Indian Americans. The apparent successful competitor will be required to submit information concerning the DBE's that will participate in the contract. The information will include the name and address of each DBE, a description of the work to be performed by each named firm, and the dollar value of the contract. If the bidder fails to achieve the contract goal stated herein, it will be required to provide documentation demonstrating that it made good faith efforts in attempting to do so. In the event that the apparent successful competitor for this solicitation qualified as a DBE, the contract goal shall be deemed to have been met. A bid that fails to meet these requirements will be considered nonresponsive.
7. The undersigned certifies that he does not maintain or provide for his employees any segregated facilities at any of his establishments, and that he does not permit his employees to perform their services at any location, under his control, where segregated facilities are maintained. The undersigned certifies further that he will not maintain or provide for his employees any segregated facilities at any of his establishments, and that he will not permit his employees to perform their services at any location, under his control, where segregated facilities are maintained. The undersigned agrees that a breach of this certification is a violation of the equal opportunity clause in this contract. As used in this certification, the term "segregated facilities" means any waiting rooms, work areas, restrooms and washrooms, restaurants and other eating areas, timeclocks, locker rooms and other storage or dressing areas, parking lots, drinking fountains, recreation or entertainment areas, transportation, and housing facilities provided for employees which are segregated by explicit directive or are in fact segregated on the basis of race, color, religion, or national origin, because of habit, local custom, or any other reason. The undersigned agrees that (except where he has obtained identical certifications from proposed subcontractors for specific time periods) he will obtain identical certifications from proposed subcontractors prior to the award of subcontracts exceeding \$10,000 which are not exempt from the provisions of the equal opportunity clause, and that he will retain such certifications in his files.
8. The undersigned agrees, upon written notice of the acceptance of this bid, within sixty (60) days after the opening of the bids, that he will execute the Contract in accordance with the bid as accepted and give Contract (Performance and Payment) bond on attached forms within fifteen (15) days after the prescribed forms are presented for signature.
9. The undersigned understands, award of contract is contingent upon receipt of project funding from the Federal Aviation Administration. If funding is not received, bid bonds will be returned to all bidders and the project will be postponed.



10. The undersigned further agrees that if awarded the Contract, he will commence the work within ten (10) calendar days after the receipt of a "Notice to Proceed" and that he will substantially complete all work according to the terms of the entire contract within forty-five (45) calendar days from the date established in the Notice to Proceed. An extension of time may be allowed when extra or additional work is ordered by the Engineer.
11. The undersigned agrees that within 30 days after award of this contract, the Contractor/Subcontractor shall file a compliance report (Standard Form 100) if s/he has not submitted a complete compliance report within 12 months proceeding the date of award. This report is required if the Contractor/Subcontractor meets all of the following conditions:
  - a. Contractors/Subcontractors are not exempt based on 41 CFR 60-1.5.
  - b. Has 50 or more employees.
  - c. Is a prime contractor or first tier subcontractor.
  - d. There is a contract, subcontract, or purchase order amounting to \$50,000 or more.
12. To satisfy Clear Air and Water Pollution Control Requirements on all Construction Contracts and Subcontracts exceeding \$100,000.00 Contractors and Subcontractors agree:
  - a. That any facility to be used in the performance of the contract or subcontract or to benefit from the contract is not listed on the Environmental Protection Agency (EPA) List of Violating Facilities;
  - b. To comply with all the requirements of Section 114 of the Clean Air Act, as amended, 42 U.S.C. 1857 et seq. and Section 308 of the Federal Water Pollution Control Act, as amended, 33 U.S.C. 1251 et seq. relating to inspection, monitoring, entry, reports, and information, as well as all other requirements specified in Section 114 and Section 308 of the Acts, respectively, and all other regulations and guidelines issued thereunder;
  - c. That, as a condition for the award of this contract, the contractor or subcontractor will notify the awarding official of the receipt of any communication from the EPA indicating that a facility to be used for the performance of or benefit from the contract is under consideration to be listed on the EPA List of Violating Facilities;
  - d. To include or cause to be included in any construction contract or subcontract which exceeds \$100,000 the aforementioned criteria and requirements.
13. The contractor, by submission of this offer and/or execution of a contract, certifies that it:
  - a. is not owned or controlled by one or more citizens or nationals of a foreign country included in the list of countries that discriminate against U.S. firms published by the Office of the United States trade Representative (USTR);
  - b. has not knowingly entered into any contract or subcontract for this project with a contractor that is a citizen or national of a foreign country on said list, or is owned or controlled directly or indirectly by one or more citizens or nationals of a foreign country on said list;
  - c. has not procured any product nor subcontracted for the supply of any product for use on the project that is produced in a foreign country on said list.

Unless the restrictions of this clause are waived by the Secretary of Transportation in accordance with 49 CFR 30.17, no contract shall be awarded to a contractor or subcontractor who is unable to certify to the above. If the contractor knowingly procures or subcontracts for the supply of any product or service of a foreign country on the said list for use on the project, the Federal Aviation Administration may direct, through the sponsor, cancellation of the contract at no cost to the Government.

Further, the contractor agrees that, if awarded a contract resulting from this solicitation, it will incorporate this provision for certification without modification in each contract and in all lower tier subcontracts. The contractor



may rely upon the certification of a prospective subcontractor unless it has knowledge that the certification is erroneous.

The contractor shall provide immediate written notice to the sponsor if the contractor learns that its certification or that of a subcontractor was erroneous when submitted or has become erroneous by reason of changed circumstances. The subcontractor agrees to provide immediate written notice to the contractor, if at any time it learns that its certification was erroneous by reason of changed circumstances.

This certification is a material representation of fact upon which reliance was placed when making the award. If it is later determined that the contractor or subcontractor knowingly rendered an erroneous certification, the Federal Aviation Administration may direct, through the sponsor, cancellation of the contract or subcontract for default at no cost to the Government.

Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render, in good faith, the certification required by this provision. The knowledge and information of a contractor is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

This certification concerns a matter within the jurisdiction of an agency of the United States of America and the making of a false, fictitious, or fraudulent certification may render the maker subject to prosecution under Title 18, United States Code, Section 1001.

14. The bidder/offeror certifies, by submission of this proposal or acceptance of this contract, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency. It further agrees by submitting this proposal that it will include this clause without modification in all lower tier transactions, solicitations, proposals, contracts, and subcontracts. Where the bidder/offer/contractor or any lower tier participant is unable to certify this statement, it shall attach an explanation to this solicitation/proposal.
15. As an evidence of good faith in submitting this Proposal, the undersigned encloses bid security in the amount of five (5) percent of the bid which, in case he refuses or fails to accept an award and to enter into a Contract and file the required bonds within the prescribed time, shall be forfeited to the Oelwein Municipal Airport as liquidated damages.
16. By entering into this contract, the contractor certifies that neither it (nor he or she) nor any person or firm who has an interest in the contractor's firm is a person or firm ineligible to be awarded Government contracts by virtue of section 3(a) of the Davis-Bacon Act or 29 CFR 5.12(a)(1).
17. No part of this contract shall be subcontracted to any person or firm ineligible for award of a Government contract by virtue of section 3(a) of the Davis-Bacon Act or 29 CFR 5.12(a)(1).
18. The undersigned hereby declares that the only parties interested in this Proposal are named herein, that this Proposal is made without collusion with any other person, firm or corporation, that no member of the Council, Oelwein Municipal Airport or agent of the City of Oelwein, Iowa, is directly or indirectly financially interested in this bid.
19. In submitting this bid, it is understood that the right to reject any and all bids has been reserved and that this bid may not be withdrawn for a period of sixty (60) days from the opening thereof.
20. Contractor certifies that all employees employed by Contractor or any subcontractor working on behalf of the Contractor are in compliance with the Immigration Reform Control Act of 1986 (IRCA) and indemnifies the Owner and holds harmless Owner for any violations of IRCA as a result of the Contractor's employees or his subcontractor's employees working on behalf of the Contractor on the Owner's project.
21. The undersigned certifies, to the best of his or her knowledge and belief, that:
  - a. No Federal appropriated funds shall be paid, by or on behalf of the Contractor, 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 Congress in connection with the making of any Federal grant and the amendment or modification of any Federal grant.

- b. 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 grant, the Contractor shall complete and submit Standard Form-LLL, "Disclosure of Lobby Activities", in accordance with its instructions.
- c. 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 \$200,000 for each such failure.

## 22. Buy American Certificate (Title 49 U.S.C. Chapter 501)

The contractor agrees to comply with 49 USC Section 50101, which provides that Federal funds may not be obligated unless all steel and manufactured goods used in AIP-funded projects are produced in the United States, unless the FAA has issued a waiver for the product; the product is listed as an Excepted Article, Material Or Supply in Federal Acquisition Regulation subpart 25.108; or is included in the FAA Nationwide Buy American Waivers Issued list.

A bidder or offeror must submit the appropriate Buy America Certification with all bids or offers on AIP funded projects. Bids or offers that are not accompanied by a completed Buy America certification must be rejected as nonresponsive.

## 23. Drug Free Workplace, Act of 1988.

- a. By submission of this offer, the offeror, if other than an individual, who is making an offer that equals or exceeds \$25,000, certifies and agrees that with respect to all employees of the offeror to be employed under a contract resulting from this solicitation, it will--no later than 30 calendar days after contract award (unless a longer period is agreed to in writing, for contracts of 30 calendar days or more performance duration;) or as soon as possible for contracts of less than 30 calendar days performance duration, but in any case, by a date prior to when performance is expected to be completed--
  - (1) Publish a statement notifying such employees that the unlawful manufacturer, distribution, dispensing, possession or use of a controlled substance is prohibited in the Contractor's workplace and specifying the actions that will be taken against employees for violations of such prohibition;
  - (2) Establish an ongoing drug-free awareness program to inform such employees about--
    - (a) The dangers of drug abuse in the workplace;
    - (b) The Contractor'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;
  - (3) Provide all employees engaged in performance of the contract with a copy of the statement required by subparagraph a.(1) of this provision;
  - (4) Notify such employees in writing in the statement required by subparagraph a.(1) of this provision that, as a condition of continued employment on the contract resulting from this solicitation, the employee will--
    - (a) Abide by the terms of the statement; and



- (b) Notify the employer in writing of the employee's conviction under a criminal drug statute for a violation occurring in the workplace no later than 5 calendar days after such conviction;
  - (5) Notify the Contracting Officer in writing within 10 calendar days after receiving notice under subdivision a.(4)(b) of this provision, from an employee or otherwise receiving actual notice of such conviction. The notice shall include the position title of the employee; and
  - (6) Within 30 calendar days after receiving notice under subdivision a.(4)(b) of this provision of a conviction, take one of the following actions with respect to any employee who is convicted of a drug abuse violation occurring in the workplace;
    - (a) Take appropriate personnel action against such employee, up to and including termination; or
    - (b) Require such employee to satisfactorily participate in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency.
  - (7) Make a good faith effort to maintain a drug-free workplace through implementation of subparagraphs a.(1) through a.(6) of this provision.
  - b. By submission of its offer, the offeror, if an individual who is making an offer of any dollar value, certifies and agrees that other offeror will not engage in the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance in the performance of the contract resulting from this solicitation.
  - c. Failure of the offeror to provide the certification required by paragraphs a. or b. of this provision, renders the offeror unqualified and ineligible for award. [See FAR 9.104-1(g) and 19.602-1a.(2)(a)].
  - d. In addition to other remedies available to the Government, the certification in paragraphs a. or b. of this provision concerns a matter within the jurisdiction of an agency of the United States and the making of a false, fictitious, or fraudulent certification may render the maker subject to prosecution under title 18, United States Code, Section 1001.
24. Attachment to This Bid. The following documents are attached to and made a part of this Bid:
- a. Bid Guaranty in the form of \_\_\_\_\_.
  - b. Non-Collusion Affidavit of Prime Bidder.
  - c. Statement of Intent – Non-Discrimination and Equal Opportunity Statement.
  - d. Buy American Certification Statement.
  - e. Bidder's Information Sheet.
  - f. Synopsis of Experience Record. (IDOT Certification may be substituted.)
  - g. Completed DBE forms "Utilization Statement" and "Letter of Intent."

25. The Bidder shall indicate whether the bid is submitted by a/an:

- ☐ Individual, Sole Proprietorship
- ☐ Partnership
- ☐ Corporation
- ☐ Joint-venture: all parties must join-in and execute all documents
- ☐ Other \_\_\_\_\_

Respectfully submitted,

Bidder

By: \_\_\_\_\_



Signature

---

Title

---

Address

---

(Include Zip Code)

---

Telephone No.



## BID BOND

KNOW ALL MEN BY THESE PRESENTS, that we \_\_\_\_\_ as Principal, and \_\_\_\_\_<sup>8</sup> Surety are held and firmly bound unto the City of Oelwein, 20 Second Avenue SW, Oelwein, Iowa 50662, hereinafter call "Owner", in the penal sum of \_\_\_\_\_ Dollars (\$ \_\_\_\_\_) lawful money of the United States, for the payment of which sum will and truly be made, we bind ourselves, our heirs, executors, administrators, and successors, jointly and severally, firmly by these presents. The condition of this obligation is such that whereas the Principal has submitted the accompanying bid, dated \_\_\_\_\_, 20\_\_, for **Rehabilitate Runway, Taxiway and Apron**.

NOW, THEREFORE,

- (A) If said Bid shall be rejected, or in the alternate,
- (B) If said bid shall be accepted and the Principal shall execute and deliver a Contract in the form specified and shall furnish a bond for his faithful performance of said Contract, and for the payment of all persons performing labor or furnishing materials in connection therewith and shall in all other respects perform the agreement created by the acceptance of said bid.

then this obligation shall be void, otherwise the same shall remain in force and effect; it being expressly understood and agreed that the liability of the Surety for any and all claims hereunder shall, in no event, exceed the penal amount of this obligation as herein stated.

By virtue of statutory authority, the full amount of this bid bond shall be forfeited to the Owner in liquidation of damages sustained in the event that the Principal fails to execute the Contract and provide the bond as provided in the Specifications or by law.

The Surety, for value received, hereby stipulates and agrees that the obligations of said Surety and its bond shall be in no way impaired or affected by any extension of the time within which the Owner may accept such bid or execute such Contract; and said Surety does hereby waive notice of any such extension.

IN WITNESS WHEREOF, the Principal and the Surety, have hereunto set their hands and seals, and such of them as are corporations, have caused their corporate seals to be hereto affixed and these presents to be signed by their proper officers this \_\_\_\_ day of \_\_\_\_\_, A.D., 20\_\_.

\_\_\_\_\_  
Witness \_\_\_\_\_ (Seal)

Principal  
By \_\_\_\_\_ (Title)

\_\_\_\_\_  
(Seal)

Surety  
By \_\_\_\_\_  
(Attorney-In-Fact)

Attach Power-Of-Attorney



NON-COLLUSION AFFIDAVIT OF PRIME BIDDER

State of \_\_\_\_\_)  
 \_\_\_\_\_)ss  
 County of \_\_\_\_\_)

\_\_\_\_\_, being first duly sworn, deposes and says that:

(1) He is \_\_\_\_\_ (Owner, Partner, Officer, Representative, or Agent) \_\_\_\_\_ of

\_\_\_\_\_, the Bidder that has submitted the attached Bid:

(2) He is fully informed respecting the preparation and contents of the attached bid and of all pertinent circumstances respecting such bid;

(3) Such bid is genuine and is not a collusive or sham bid;

(4) Neither the said Bidder nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affiant, has in any way colluded, conspired, connived or agreed, directly or indirectly, with any other Bidder, firm or person to submit a collusive or sham bid in connection with the Contract for which the attached bid has been submitted or to refrain from bidding in connection with such Contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Bidder, firm or person to fix the price or prices in the attached bid or of any other Bidder, or, to fix any overhead, profit or cost element of the bid price or the bid price of any other Bidder, or to secure through any collusion, conspiracy, connivance, or unlawful agreement any advantage against the City of Oelwein, Iowa, or any person interested in the proposed Contract; and

(5) The price or prices quoted in the attached bid are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the Bidder or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

(Signed) \_\_\_\_\_

Title \_\_\_\_\_

Subscribed and sworn to before me

this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
 Title

My Commission Expires \_\_\_\_\_, 20\_\_\_\_.



NON-COLLUSION AFFIDAVIT OF SUBCONTRACTOR  
(To Be Submitted After Bid But Prior to Award)

State of \_\_\_\_\_  
County of \_\_\_\_\_ )ss

\_\_\_\_\_, being first duly sworn, deposes and says that:

(1) He is \_\_\_\_\_ (Owner, Partner, Officer, Representative, or Agent) of

\_\_\_\_\_, the Bidder that has submitted the attached Bid:

(2) He is fully informed respecting the preparation and contents of the attached bid and of all pertinent circumstances respecting such bid;

(3) Such bid is genuine and is not a collusive or sham bid;

(4) Neither the said Bidder nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affiant, has in any way colluded, conspired, connived or agreed, directly or indirectly, with any other Bidder, firm or person to submit a collusive or sham bid in connection with the Contract for which the attached bid has been submitted or to refrain from bidding in connection with such Contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Bidder, firm or person to fix the price or prices in the attached bid or of any other Bidder, or, to fix any overhead, profit or cost element of the bid price or the bid price of any other Bidder, or to secure through any collusion, conspiracy, connivance, or unlawful agreement any advantage against the City of Oelwein, Iowa, or any person interested in the proposed Contract; and

(5) The price or prices quoted in the attached bid are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the Bidder or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

(Signed) \_\_\_\_\_

Title \_\_\_\_\_

Subscribed and sworn to before me

this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Title

My Commission Expires \_\_\_\_\_, 20\_\_\_\_\_.



STATEMENT OF INTENTNONDISCRIMINATIONANDEQUAL OPPORTUNITY STATEMENT

The Contractor does hereby certify to the City of Oelwein, Iowa, that no person shall, in any way, be favored or discriminated against because of his race, political or religious opinions and affiliations, national origins, sex, age, sexual orientation, gender identity, disability, color, creed, marital status, employee union or association membership or office herein.

If selected as the successful bidder, this contractor hereby agrees to file either a nondiscrimination and equal opportunity statement and/or an Affirmative Action Program.

Improvements to the Oelwein Municipal Airport consisting of  
Rehabilitate Runway, Taxiway and Apron  
FAA AIP Project No. 3-19-0067-012

\_\_\_\_\_  
COMPANY

\_\_\_\_\_  
EXECUTIVE OFFICER

\_\_\_\_\_  
AFFIRMATIVE ACTION OFFICER

ADDRESS OF THE AFFIRMATIVE ACTION OFFICER

\_\_\_\_\_

\_\_\_\_\_

PHONE NUMBER \_\_\_\_\_



BIDDER'S INFORMATION SHEET

A. BIDDER'S CAPACITY: (Check One)

- 1. Individual ☐
- 2. Co-Partnership ☐
- 3. Corporation ☐

B. (IF ITEM 2 IS CHECKED, COMPLETE THE FOLLOWING)

State of \_\_\_\_\_

Names and Addresses of Partners

- 1. \_\_\_\_\_
- 2. \_\_\_\_\_
- 3. \_\_\_\_\_
- 4. \_\_\_\_\_
- 5. \_\_\_\_\_

C. (IF ITEM 3 IS CHECKED, COMPLETE THE FOLLOWING)

State of Incorporation \_\_\_\_\_

Names and Addresses of Officers:

President \_\_\_\_\_

Secretary \_\_\_\_\_

Treasurer \_\_\_\_\_



## SYNOPSIS OF EXPERIENCE RECORD

(This synopsis must accompany Proposal Form.)

Name of Bidder \_\_\_\_\_

Business Address \_\_\_\_\_

Individual ( ) Partnership ( ) Corporation ( ) (Check One.)

Construction successfully completed within past five years similar in size, scope, and difficulty of construction to the work bid upon.

	<u>Name of Owner</u>	<u>Name of Project</u>	<u>Location of Project</u>	<u>Amount of Contract</u>
1	_____	_____	_____	_____
2	_____	_____	_____	_____
3	_____	_____	_____	_____
4	_____	_____	_____	_____
5	_____	_____	_____	_____

	<u>Number of Contract Days Allowed for Above Projects</u>	<u>Actual Number of Days to Complete above Project</u>
1	_____	_____
2	_____	_____
3	_____	_____
4	_____	_____
5	_____	_____

(Signed) \_\_\_\_\_  
Name of Company

(By) \_\_\_\_\_

(TITLE) \_\_\_\_\_

Date \_\_\_\_\_



## UTILIZATION STATEMENT

*Disadvantage Business Enterprise*

The undersigned bidder/offeror has satisfied the requirements of the bid specification in the following manner. (Please mark the appropriate box)

- ☐ The bidder/offeror is committed to a minimum of \_\_\_\_\_% DBE utilization on this contract.
- ☐ The bidder/offeror, while unable to meet the DBE goal of \_\_\_\_\_%, hereby commits to a minimum of \_\_\_\_\_% DBE utilization on this contract and also submits documentation, as an attachment demonstrating good faith efforts (GFE).

The undersigned hereby further assures that the information included herein is true and correct, and that the DBE firm(s) listed herein have agreed to perform a commercially useful function in the work items noted for each firm. The undersigned further understands that no changes to this statement may be made without prior approval from the Civil Right Staff of the Federal Aviation Administration.

\_\_\_\_\_  
Bidder's/Offeror's Firm Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

## DBE UTILIZATION SUMMARY

<u>Percentage</u>	<u>Contract Amount</u>	<u>DBE Amount</u>	<u>Contract</u>
DBE Prime Contractor	\$ _____ x 1.00 =	\$ _____	_____ %
DBE Subcontractor	\$ _____ x 1.00 =	\$ _____	_____ %
DBE Supplier	\$ _____ x 0.60 =	\$ _____	_____ %
DBE Manufacturer	\$ _____ x 1.00 =	\$ _____	_____ %
Total Amount DBE		\$ _____	_____ %
DBE Goal		\$ _____	_____ %

**Note:** If the total proposed DBE participation is less than the established DBE goal, Bidder must provide written documentation of the good faith efforts as required by 49 CFR Part 26.



Disadvantage Business Enterprise  
(This page shall be submitted for each DBE firm)

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

DBE Firm: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Name: \_\_\_\_\_ Phone: (    ) \_\_\_\_\_

Expiration Date: \_\_\_\_\_

☐ Prime Contractor
 ☐ Subcontractor
 ☐ Joint Venture  
☐ Manufacturer
 ☐ Supplier

Work item(s) to be performed by DBE	Description of Work Item	Quantity	Total

DBE contract amount:\$\_\_\_\_\_Percent of total contract:\_%

By: \_\_\_\_\_  
           *(Signature)*   *(Title)*

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## BUY AMERICAN CERTIFICATION FORM FOR MANUFACTURED PRODUCTS

*(Non-building projects such as airfield/roadway construction, equipment acquisition, etc.)*

As a matter of bid responsiveness, the Bidder or Offeror must complete, sign, date, and submit this certification statement with their proposal. The Bidder or Offeror must indicate how they intend to comply with 49 USC § 50101 by selecting one on the following certification statements. These statements are mutually exclusive. Bidder must select one or the other (not both) by inserting a checkmark (✓) or the letter "X".

- ☐ The Bidder or Offeror hereby certifies that it will comply with 49 USC § 50101 by:
- a) Only installing steel and manufactured products produced in the United States, or;
  - b) Installing manufactured products for which the FAA has issued a waiver as indicated by inclusion on the current FAA Nationwide Buy American Waivers Issued listing, or;
  - c) Installing products listed as an Excepted Article, Material or Supply in Federal Acquisition Regulation Subpart 25.108.

By selecting this certification statement, the Bidder or Offeror agrees:

- 1. To provide to the Owner evidence that documents the source and origin of the steel and manufactured product.
- 2. To faithfully comply with providing US domestic product.
- 3. To furnish US domestic product for any waiver request that the FAA rejects.
- 4. To refrain from seeking a waiver request after establishment of the contract, unless extenuating circumstances emerge that the FAA determines justified.

- ☐ The Bidder or Offeror hereby certifies it cannot comply with the 100% Buy American Preferences of 49 USC § 50101(a) but may qualify for either a Type 3 or Type 4 waiver under 49 USC § 50101(b). By selecting this certification statement, the apparent Bidder or Offeror with the apparent low bid agrees:

- 1. To submit to the Owner within 15 calendar days of the bid opening, a formal waiver request and required documentation that support the type of waiver being requested.
- 2. That failure to submit the required documentation within the specified timeframe is cause for a non-responsive determination may result in rejection of the proposal.
- 3. To faithfully comply with providing US domestic products at or above the approved US domestic content percentage as approved by the FAA.
- 4. To refrain from seeking a waiver request after establishment of the contract, unless extenuating circumstances emerge that the FAA determines justified.

### Required Documentation

**Type 3 Waiver** - The cost of the item components and subcomponents produced in the United States is more than 60% of the cost of all components and subcomponents of the "item". The required documentation for a type 3 waiver is:

- a) Listing of all product components and subcomponents that are not comprised of 100% US domestic content (Excludes products listed on the FAA Nationwide Buy American Waivers Issued listing and products excluded by Federal Acquisition Regulation Subpart 25.108; products of unknown origin must be considered as non-domestic products in their entirety).



- b) Cost of non-domestic components and subcomponents, excluding labor costs associated with final assembly at place of manufacture.
- c) Percentage of non-domestic component and subcomponent cost as compared to total "item" component and subcomponent costs, excluding labor costs associated with final assembly at place of manufacture.

**Type 4 Waiver** – Total cost of project using US domestic source product exceeds the total project cost using non-domestic product by 25%. The required documentation for a type 4 of waiver is:

- a) Detailed cost information for total project using US domestic product.
- b) Detailed cost information for total project using non-domestic product.

**False Statements:** Per 49 USC § 47126, this certification concerns a matter within the jurisdiction of the Federal Aviation Administration and the making of a false, fictitious or fraudulent certification may render the maker subject to prosecution under Title 18, United States Code.

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Date

---

Signature

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Company Name

---

Title



# Buy America Waiver Request

Title 49 U.S.C Section 50101 (b)

## For Airfield Development Projects funded under the Airport Improvement Program

### Instructions for Permissible Waivers

#### Section 50101(b)(1) Waiver:

The bidder may not request a waiver based upon the best interests of the public. The FAA Office of Airports publishes such waivers at: [http://www.faa.gov/airports/aip/procurement/federal\\_contract\\_provisions/media/buy\\_american\\_waiver.xls](http://www.faa.gov/airports/aip/procurement/federal_contract_provisions/media/buy_american_waiver.xls)

#### Section 50101(b)(2) Waiver:

The bidder may not request a waiver based upon insufficient supply of U.S. manufactured. The FAA Office of Airports publishes such waivers at:

[http://www.faa.gov/airports/aip/procurement/federal\\_contract\\_provisions/media/buy\\_american\\_waiver.xls](http://www.faa.gov/airports/aip/procurement/federal_contract_provisions/media/buy_american_waiver.xls)

#### Section 50101(b)(3) Waiver:

The bidder may request a waiver if 60% or more of the components are produced in the United States and final assembly occurs in the U.S. Bidder is hereby advised that the Owner's approval with the bidder's waiver request is contingent upon FAA approval.

1. "Equipment" in Section 50101 shall mean the following:
  - a) Individual type "L" items (Airfield Lighting Equipment) as listed in FAA Advisory Circular 150/5345-53.
  - b) Individual bid items as established within FAA Advisory Circular 150/5370-10. The bid item application may not be applied for the type "L" items listed in AC 150/5345-53.
  - c) A waiver request may only address one specific equipment item. Submit separate requests for each equipment item for which a waiver.
  - d) Items listed under the Nationwide Waiver do not require further review. Please refer to the following webpage: [http://www.faa.gov/airports/aip/procurement/federal\\_contract\\_provisions/media/buy\\_american\\_waiver.xls](http://www.faa.gov/airports/aip/procurement/federal_contract_provisions/media/buy_american_waiver.xls)
2. The bidder must base the U.S. percentage upon the value that results from completing a component cost calculation table similar to the attached format. Bidder shall avoid mere pro forma efforts to establish the waiver request percentage. The Bidder must submit the component cost calculation table as an attachment to the waiver request.
3. Components/subcomponents are the material and products composing the "equipment".
4. The final assembly of the AIP-funded "equipment" must be within the USA (*Section 50101(b)(3)(B)*). Final assembly is the substantial transformation of the components and subcomponents into the end product.
5. All steel used in the "Equipment" must be produced in the United States.
6. The Buy American requirements apply to all tier contractors and subcontractors. All contractors/subcontractors are required to provide appropriate documentation that indicates origin of manufacturer and percentage of domestic made product.
7. The bidder is hereby advised there is no implied or expressed guarantee that a requested waiver will be issued by the Federal Aviation Administration (FAA). Less than 60% USA component/subcomponent proposed for this facility CANNOT be waived. Products made with foreign steel are not eligible for a waiver.
8. North America Free Trade Act (NAFTA): Free Trade Agreements such as NAFTA **do not** apply to the AIP. Products and material made in Canada or Mexico must be considered as foreign made products.
9. Preparation of a Component Cost Calculation Table is not necessary for equipment listed on the FAA national listing: [http://www.faa.gov/airports/aip/procurement/federal\\_contract\\_provisions/media/buy\\_american\\_waiver.xls](http://www.faa.gov/airports/aip/procurement/federal_contract_provisions/media/buy_american_waiver.xls). Bidder however shall submit a listing of any equipment it proposes to install on the project that is included on the National Buy American conformance list.

#### Instructions for Section 50101(b)(4) Waiver:

1. The bidder may request a waiver if application of Buy America preferences results in a 25% cost increase in the overall project. This waiver is rarely applicable. Consult the Owner before making this request.



# Buy America Waiver Request

Title 49 U.S.C Section 50101 (b)(3)

## For Airfield Development Projects funded under the Airport Improvement Program

### COMPONENT COST CALCULATION TABLE (Type 3 Waiver)

- In lieu of completing this table, bidder may prepare a spreadsheet that addresses the same information and calculations as presented herein.
- Preparation of a Component Cost Calculation Table is not necessary for equipment listed on the FAA national listing:  
[http://www.faa.gov/airports/aip/procurement/federal\\_contract\\_provisions/media/buy\\_american\\_waiver.xls](http://www.faa.gov/airports/aip/procurement/federal_contract_provisions/media/buy_american_waiver.xls).
- The component breakout shall be along major components of the equipment. Submit separate calculation for each different equipment types. Do not combine the component cost calculations of different types of equipment.
- For Airfield development projects, equipment is defined as the "L" items (Airfield Lighting Equipment) as listed in FAA Advisory Circular 150/5345-53 and the b) individual bid items as established within FAA Advisory Circular 150/5370-10. The individual bid item method may not be applied to the "L" type items.
- An authorized person shall attest under signature and date that the submitted information is accurate and complete.

Equipment Type: \_\_\_\_\_

Component/Subcomponents	Name of Manufacturer	Country of Origin	Cost of Foreign Manufactured Components/Subcomponents	Cost of USA Manufactured Components/Subcomponents

Sum of US Manufactured Component/Subcomponent Costs: \_\_\_\_\_

Sum of all Equipment Components and Subcomponents: \_\_\_\_\_

Percentage of Equipment Components Manufactured in the United States: \_\_\_\_\_

Place of Final Assembly: \_\_\_\_\_

### Certification Signature

Bidder hereby requests a waiver to Buy America preferences based upon Section 50101(b)(3) for the equipment identified above. The bidder certifies that \_\_\_\_\_ % of the cost of components and subcomponents comprising the equipment are produced in the United States and that final assembly occurs within the United States.

I hereby certify the above information is accurate and complete.

\_\_\_\_\_  
Bidder's Firm Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature



# Buy America Conformance Listing

Title 49 U.S.C Section 50101 (b)

## For Airfield Development Projects funded under the Airport Improvement Program

- Preparation of a Component Cost Calculation Table is not necessary for equipment listed on the FAA national listing: [http://www.faa.gov/airports/aip/procurement/federal\\_contract\\_provisions/media/buy\\_american\\_waiver.xls](http://www.faa.gov/airports/aip/procurement/federal_contract_provisions/media/buy_american_waiver.xls)
- Bidder shall submit a listing of equipment it proposes to install on the project that is included on the current National Buy American conformance list.

Equipment Type	Name of Manufacturer	Product Number

### **Certification Signature:**

Bidder hereby certifies that the above listed equipment, which we propose for installation on the subject project, are on the current National Buy America Conformance list as established at:

[http://www.faa.gov/airports/aip/procurement/federal\\_contract\\_provisions/media/buy\\_american\\_waiver.xls](http://www.faa.gov/airports/aip/procurement/federal_contract_provisions/media/buy_american_waiver.xls)

I hereby certify the above information is accurate and complete.

\_\_\_\_\_  
Bidder's Firm Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature



**CONTRACT  
FOR  
REHABILITATE RUNWAY, TAXIWAY AND APRON  
AT THE  
OELWEIN MUNICIPAL AIRPORT  
OELWEIN, IOWA  
FAA AIP PROJECT NO. 3-19-0067-012**

THIS AGREEMENT, made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2022, by and between the City of Oelwein, Fayette County, Iowa, hereinafter referred to as the "Owner" and \_\_\_\_\_ (a corporation organized and existing under the laws of the State of \_\_\_\_\_), (a partnership consisting of \_\_\_\_\_) (an individual trading as \_\_\_\_\_) of \_\_\_\_\_, in the State of \_\_\_\_\_, hereinafter referred to as the "Contractor."

WITNESSETH: That the Contractor for and in consideration of (\$ \_\_\_\_\_), based on the unit bid prices payable as set forth in the Specifications constituting a part of this Contract, hereby agrees to construct in accordance with the Plans, Specifications and Special Provisions therefore, and in the location designated on the Plans, the various items of work awarded said Contractor on the \_\_\_\_\_ day of \_\_\_\_\_, 2022, as follows, being numbered \_\_\_\_\_ as shown in schedule of prices bid in the attached Proposal which is a part of this Contract.

Said Specifications and Plans are hereby made a part of and the basis of this Agreement and a true copy of said Plans and Specifications is now with the City of Oelwein in the office of the City Administrator, Oelwein, Iowa, under date of \_\_\_\_\_, 2022.

1. That in consideration of the foregoing, the Owner hereby agrees to pay the Contractor promptly and according to the requirements of the Specifications, the amounts set forth, subject to the conditions as set forth in the Specifications.
2. That it is understood that the parties named herein are the only persons interested in this Contract.
3. That the Contractor has examined the site of the proposed work, Plans, Specifications, Special Provisions and Contract Documents in order that he might become familiar with the character, quality and quantity of the work to be performed, the materials to be furnished and the requirements of the Specifications, Special Provisions and Contract Documents.
4. It is hereby further agreed that any reference herein to the "Contract" shall include all "Contract Documents" as the same are listed and described in Paragraph 1.02 of the Special Provisions and said "Contract Documents" are hereby made a part of this agreement as fully as if set out at length herein, and that this contract is limited to the items in the proposal as signed by the "Contractor" and included in the "Contract Documents."
5. That in the event any surety upon any bond furnished in connection with this Contract becomes unacceptable to the Owner, or if any such surety shall fail to furnish reports as to his financial condition from time to time as requested by the Owner, the Contractor agrees to furnish promptly such additional security as may be required from time to time to protect the interests of the Owner or of persons supplying labor or materials in the prosecution of the work contemplated by the Contract.
6. That the Contractor shall not commence any work to be performed under this Contract until he has obtained from responsible insurance companies, all insurance required, as set forth in the General Provisions and that the Contractor shall maintain this insurance in full force and effect until the work to be performed under this Contract has been accepted by the Owner.
7. That the Contractor shall not start working on any alterations requiring a supplemental agreement until the agreement setting forth the adjusted price shall be executed by the Owner and the Contractor.
8. That the Contractor, at all times, shall observe and comply with all federal, state, territory or possession and local laws, codes, ordinances and regulations in any manner affecting the conduct of the work, and the Contractor and



his surety shall indemnify and save harmless the Owner and all his officers, Engineer, agents and servants against claims or liability arising from or based on the violation of any such law, ordinance, deregulation, order or decree, whether by himself or his employees.

9. That it is further understood and agreed by the parties to this Contract that the above work shall be commenced within 10 days after "Notice to Proceed" is issued and shall be completed within forty-five (45) calendar days, and that the time of commencing and completion of said work is the essence of this Contract.
10. The Contractor understands that it shall be solely responsible for the means, methods, techniques, sequences and procedures of construction in connection with completion of the Work.
11. The Contractor and Owner understand and agree that time is of essence for completion of the Work and that the Owner will suffer additional expense and financial loss if said work is not completed within the authorized Contract Time. Furthermore, the Contractor and Owner recognize and understand the difficulty, delay, and expense in establishing the exact amount of actual financial loss and additional expense. Accordingly, in place of requiring such proof, the Contractor expressly agrees to pay the Owner as liquidated damages the non-penal sum of \$500.00 per day for each calendar day required in excess of the authorized Contract Time.

Furthermore, the Contractor understands and agrees that:

- a. the Owner has the right to deduct from any moneys due the Contractor, the amount of said liquidated damages;
  - b. the Owner has the right to recover the amount of said liquidated damages from the Contractor, Surety, or both.
12. The Contractor understands and agrees that all certifications made by the Contractor within the Proposal shall apply under this Agreement as if fully rewritten herein. The Contractor further certifies the following:
    - a. Certification of Eligibility (29 CFR Part 5.5)
      - (1) By Entering into this contract, the Contractor certifies that neither he or she nor any person or firm who has an interest in the Contractor's firm is a person or firm ineligible to be awarded Government contracts by virtue of Section 3(a) of the Davis-Bacon Act or 29 CFR 5.12(a)(1);
      - (2) No part of this contract shall be subcontracted to any person or firm ineligible for award of a Government contract by virtue of Section 3(a) of the Davis-Bacon Act or 29 CFR 5.12(a)(1);
      - (3) The penalty for making false statements is prescribed in the U.S. Criminal Code 18 U.S.C.
    - b. Certification of Non-Segregated Facilities

The federally-assisted construction contractor certifies that she or he does not maintain or provide, for his employees, any segregated facilities at any of his establishments and that she or he does not permit his employees to perform their services at any location, under his control, where segregated facilities are maintained. The federally-assisted construction contractor certifies that she or he will not maintain or provide, for his employees, segregated facilities at any of his establishments and that she or he will not permit his employees to perform their services at any location under his control where segregated facilities are maintained. The federally-assisted construction contractor agrees that a breach of this certification is a violation of the Equal Opportunity Clause in this contract.

As used in this certification, the term "segregated facilities" means any waiting rooms, work areas, restrooms, and washrooms, restaurants and other eating areas, time clocks, locker rooms and other storage or dressing areas, parking lots, drinking fountains, recreation or entertainment areas, transportation, and housing facilities provided for employees which are segregated by explicit directives or are, in fact, segregated on the basis of race, color, religion, or national origin because of habit, local custom, or any other reason. The federally-assisted construction contractor agrees that (except where she or he has obtained identical certifications from proposed subcontractors



for specific time periods) she or he will obtain identical certifications from proposed subcontractors prior to the award of subcontracts exceeding \$10,000 which are not exempt from the provisions of the Equal Opportunity Clause and that she or he will retain such certifications in his files.

13. It is further understood that any action in court against the Contractor or sureties on his bond because of damage to property or individuals by said Contractor or his workmen, or because of the violation of any provisions of the Specifications, or on account of the failure of said Contractor to fully comply with these provisions, shall be brought in the District Court of the State of Iowa in and for Fayette County.
14. Second Party shall maintain all work done hereunder in good order for a period of 12 months from and after the date it is accepted by the City of Oelwein, Iowa, which maintenance shall be without expense to First Party or the abutting property. In the event of the failure or default of Second Party to remedy any or all defects appearing in said work within a period of 12 months from the date of its acceptance by the City and after having been given ten (10) days' notice so to do by registered letter deposited in the United States Post Office in said City, addressed to said Contractor at the address herein given, then First Party may proceed to remedy such defects and the cost and expenses thereof may be recovered from said Second Party and the sureties on its bond by action brought in any court of competent jurisdiction, but such suit may be brought in the District Court of Fayette County, Iowa.

IN WITNESS WHEREOF, the parties hereto have set their hands for the purpose herein expressed to this and three other instruments of like tenor, as of the \_\_\_\_\_ day of \_\_\_\_\_, 2022.

CITY OF OELWEIN, IOWA

By \_\_\_\_\_  
Brett DeVore, Mayor

ATTEST

\_\_\_\_\_  
City Clerk

CONTRACTOR

\_\_\_\_\_  
Firm Name  
By \_\_\_\_\_  
Signature  
\_\_\_\_\_  
Title  
\_\_\_\_\_  
Business Address

Witness \_\_\_\_\_

Witness \_\_\_\_\_



**Intentionally Left Blank**



### PERFORMANCE BOND

KNOW ALL MEN BY THESE PRESENTS: That we, \_\_\_\_\_, as PRINCIPAL, also referred to as CONTRACTOR, and \_\_\_\_\_, as SURETY, are held and firmly bound unto the City of Oelwein, 20 Second Avenue SW, Oelwein, Iowa 50662, as OWNER, in the full sum of \_\_\_\_\_ (\$ \_\_\_\_\_) for the payment of which, well and truly to be made, we bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, by these presents.

WHEREAS, the above-bound Principal has entered into a contract with the OWNER dated the \_\_\_\_\_ day of \_\_\_\_\_, 2022, for the construction of **Rehabilitate Runway, Taxiway and Apron, FAA Project No. 3-19-0067-012**, including concrete pavement joint clean and sealing, concrete pavement crack routing and sealing, partial and full panel Portland cement concrete pavement repairs and airfield pavement marking for apron, taxiway and runway and all other incidental work associated with this project.

NOW, THEREFORE, the conditions of this obligation are such that if the above-bound PRINCIPAL shall faithfully and fully comply with the terms and conditions of said contract, including, but not limited to, any obligations created by way of warranties and/or guarantees for workmanship and materials which warranty and/or guarantee may extend for a period of time beyond completion of said contract, and such alternations or additions as may be made therein or in the plans and specifications, and shall indemnify and save the OWNER harmless against any claims for using any form of material, process, composition or anything which is patented, and likewise indemnify and save the OWNER harmless against all claims for damages by reason or any default or negligence, want of skill or care on the part of said PRINCIPAL or Agents in and about the performance of said contract, and shall comply with all laws pertaining to said work, and shall comply with and perform any and all warranties and/or guarantees provided for in said contract, then this obligation shall be void; otherwise of full force and effect.

PROVIDED, further than upon either the default of the PRINCIPAL, or the failure of the said PRINCIPAL to promptly and efficiently prosecute said Work, in any respect, in accordance with the Contract Documents, the above bound SURETY shall either remedy the default of the PRINCIPAL or shall take charge of said Work and complete the Contract at his own expense, pursuant to its terms, receiving, however, any balance of the funds in the hands of said OWNER due under said contract.

It shall be the duty of the SURETY to give an unequivocal notice in writing to the OWNER within ten (10) days after receipt of a declaration of default of the SURETY'S election either to remedy the default or defaults promptly or to perform the contract promptly, time being of the essence. In said notice of election, the SURETY shall indicate the date on which the remedy or performance will commence, and it shall be the duty of the SURETY to give prompt notice in writing to the OWNER immediately upon completion of (a) the remedy and/or correction of each default, (b) the remedy and/or correction of each item of condemned work, (c) the furnishings of each omitted item of work, and (d) the performance of the contract. The SURETY shall not asset solvency of its PRINCIPAL as justification for its failure to promptly remedy the default or defaults or perform the contract.

In the event said PRINCIPAL shall fail or delay the prosecution and completion of said Work and said SURETY shall also fail to act promptly as hereinabove provided, then the OWNER shall cause ten (10) days notice of such failure to be given, both to said PRINCIPAL and SURETY, and at the expiration of said ten (10) days, if said PRINCIPAL or SURETY do not proceed promptly to execute said Contract, the OWNER shall have the authority to cause said Work to be done and when the same is completed and the cost thereof estimated, the said PRINCIPAL and SURETY shall and hereby agree to pay any excess in the cost of said Work above the agreed price to be paid under said Contract.

Upon completion of said Contract pursuant to its terms, if any funds remain due on said Contract, the same shall be paid to said PRINCIPAL and SURETY.

The said PRINCIPAL and SURETY further agree as part of this obligation to pay all such damages of any kind to person or property that may result from a failure in any respect to perform and complete said Contract including, but not limited to, all repair and replacement costs necessary to rectify construction error, architectural and engineering costs and fees, all (but not limited to) consultant fees, all testing and laboratory fees, and all legal fees and litigation costs incurred by the OWNER.



The decision of the OWNER, upon any disputed question connected with the execution of said Contract, or any failure or delay in the prosecution of the Work by said PRINCIPAL or SURETY, shall be final and conclusive.

The SURETY agrees that, other than as is provided in this bond, it may not demand of the OWNER the OWNER shall (a) perform any thing or act, (b) give any notice, (c) furnish any clerical assistance, (d) render any service, (3) furnish any papers or documents, or (f) take any other action of any nature or description which is not required of the OWNER to be done under the contract documents.

IN WITNESS WHEREOF, the SURETY and PRINCIPAL have executed this instrument under their several seals this \_\_\_\_\_ day of \_\_\_\_\_, 2022, the name and corporate seal of each corporate party being hereto affixed and these presents duly signed by its undersigned representative, pursuant to authority of its governing body.

In the Presence of:

PRINCIPAL:

\_\_\_\_\_  
Witness

\_\_\_\_\_  
By:

SURETY:

\_\_\_\_\_  
Witness

\_\_\_\_\_  
By:

- NOTE:
- (a) Where the Performance Bond is executed by an attorney-in-fact, there shall be attached to each copy of the Bond a certified copy of Power of Attorney properly executed and dated.
  - (b) Each copy of the Bond shall be countersigned by an authorized agent of the bonding company licensed to do business in the State of Iowa. The title of the person countersigning the Bond shall appear after his or her signature.
  - (c) The seal of the bonding company shall be attached to each copy of the bond.
  - (d) The Contractor's signature on the bond shall correspond with the signature in the contract.
  - (e) The bond shall be accompanied by a corporate resolution (which may be combined with the corporate resolution granting the signing officer authority to execute contracts) granting the corporate officer who executes the Bond the authority to do so.
  - (f) Surety companies executing bonds must appear on the Treasury Department's most current list (Circular 570 as amended) and be authorized to transact business in the State of Iowa.



**PAYMENT BOND**

KNOW ALL MEN BY THESE PRESENTS: That we, \_\_\_\_\_, as PRINCIPAL, also referred to as CONTRACTOR, and \_\_\_\_\_, as SURETY, are held and firmly bound unto City of Oelwein, 20 Second Avenue SW, Oelwein, Iowa 50662, as OWNER, in the full sum of \_\_\_\_\_ (\$\_\_\_\_\_), for the use and protection of said OWNER and all subcontractors and all persons supplying labor, materials, machinery and equipment for the performance of the work provided for in the contract hereinafter referred to, for the payment of which, well and truly to be made, we bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, by these presents.

WHEREAS, the above-bound Principal has entered into a contract with the OWNER dated the \_\_\_\_ day of \_\_\_\_\_, 2022, for the construction of **REhabilitate Runway, Taxiway and Apron, FAA Project No. 3-19-0067-012**, including concrete pavement joint clean and sealing, concrete pavement crack routing and sealing, partial and full panel Portland cement concrete pavement repairs and airfield pavement marking for apron, taxiway and runway and all other incidental work associated with this project.

NOW, THEREFORE, the condition of this obligation is such that if the above-bound PRINCIPAL shall promptly make payment to all claimants as hereinafter defined, for all labor and materials supplied in the prosecution of the work provided for in said Contract, then this obligation shall be void; otherwise, it shall remain in full force and effect, subject, however, to the following conditions:

1. The said SURETY to this bond, for value received, hereby stipulates and agrees that no change or changes, extension of time or extensions of time, alteration of alterations or addition or additions to the terms of the contract or to the work to be performed thereunder, or the specifications or drawings accompanying same shall in any wise affect its obligation on this bond, and it does hereby waive notice of any such change or changes, extension of time or extensions of time, alteration or alterations or addition or additions to the terms of the contract or to the work or to the specifications or drawings.
2. A claimant is defined as any subcontractor and any person supplying labor, materials, machinery, or equipment in the prosecution of the work provided for in said contract.

Signed and sealed this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

IN THE PRESENCE OF:

PRINCIPAL:

\_\_\_\_\_  
Witness

\_\_\_\_\_  
By:

SURETY:

\_\_\_\_\_  
Witness

\_\_\_\_\_  
By:



- NOTE:
- (a) Where the Payment Bond is executed by an attorney-in-fact, there shall be attached to each copy of the Bond a certified copy of Power of Attorney properly executed and dated.
  - (b) Each copy of the Bond shall be countersigned by an authorized agent of the bonding company licensed to do business in the State of Iowa. The title of the person countersigning the Bond shall appear after his or her signature.
  - (c) The seal of the bonding company shall be attached to each copy of the bond.
  - (d) The Contractor's signature on the bond shall correspond with the signature in the contract.
  - (e) The bond shall be accompanied by a corporate resolution (which may be combined with the corporate resolution granting the signing officer authority to execute contracts) granting the corporate officer who executes the Bond the authority to do so.
  - (f) Surety companies executing bonds must appear on the Treasury Department's most current list (Circular 570 as amended) and be authorized to transact business in the State of Iowa.



## GENERAL PROVISIONS







## General Provisions

### Section 10 Definition of Terms

Whenever the following terms are used in these specifications, in the contract, or in any documents or other instruments pertaining to construction where these specifications govern, the intent and meaning shall be interpreted as follows:

**10-01 AASHTO.** The American Association of State Highway and Transportation Officials, the successor association to AASHO.

**10-02 Access road.** The right-of-way, the roadway and all improvements constructed thereon connecting the airport to a public highway.

**10-03 Advertisement.** A public announcement, as required by local law, inviting bids for work to be performed and materials to be furnished.

**10-04 Airport Improvement Program (AIP).** A grant-in-aid program, administered by the Federal Aviation Administration (FAA).

**10-05 Air operations area (AOA).** For the purpose of these specifications, the term air operations area (AOA) shall mean any area of the airport used or intended to be used for the landing, takeoff, or surface maneuvering of aircraft. An air operation area shall include such paved or unpaved areas that are used or intended to be used for the unobstructed movement of aircraft in addition to its associated runway, taxiway, or apron.

**10-06 Airport.** Airport means an area of land or water which is used or intended to be used for the landing and takeoff of aircraft; an appurtenant area used or intended to be used for airport buildings or other airport facilities or rights of way; and airport buildings and facilities located in any of these areas, and includes a heliport.

**10-07 ASTM International (ASTM).** Formerly known as the American Society for Testing and Materials (ASTM).

**10-08 Award.** The Owner's notice to the successful bidder of the acceptance of the submitted bid.

**10-09 Bidder.** Any individual, partnership, firm, or corporation, acting directly or through a duly authorized representative, who submits a proposal for the work contemplated.

**10-10 Building area.** An area on the airport to be used, considered, or intended to be used for airport buildings or other airport facilities or rights-of-way together with all airport buildings and facilities located thereon.

**10-11 Calendar day.** Every day shown on the calendar.

**10-12 Change order.** A written order to the Contractor covering changes in the plans, specifications, or proposal quantities and establishing the basis of payment and contract time adjustment, if any, for the work affected by such changes. The work, covered by a change order, must be within the scope of the contract.

**10-13 Contract.** The written agreement covering the work to be performed. The awarded contract shall include, but is not limited to: Advertisement, Contract Form, Proposal, Performance Bond, Payment Bond, any required insurance certificates, Specifications, Plans, and any addenda issued to bidders.



**10-14 Contract item (pay item).** A specific unit of work for which a price is provided in the contract.

**10-15 Contract time.** The number of calendar days or working days, stated in the proposal, allowed for completion of the contract, including authorized time extensions. If a calendar date of completion is stated in the proposal, in lieu of a number of calendar or working days, the contract shall be completed by that date.

**10-16 Contractor.** The individual, partnership, firm, or corporation primarily liable for the acceptable performance of the work contracted and for the payment of all legal debts pertaining to the work who acts directly or through lawful agents or employees to complete the contract work.

**10-17 Contractor's laboratory.** The Contractor's quality control organization in accordance with the Contractor Quality Control Program.

**10-18 Construction Safety and Phasing Plan (CSPP).** The overall plan for safety and phasing of a construction project developed by the airport operator, or developed by the airport operator's consultant and approved by the airport operator. It is included in the invitation for bids and becomes part of the project specifications.

**10-19 Drainage system.** The system of pipes, ditches, and structures by which surface or subsurface waters are collected and conducted from the airport area.

**10-20 Engineer.** The individual, partnership, firm, or corporation duly authorized by the Owner to be responsible for engineering ~~[-inspection-]~~ **observation** of the contract work and acting directly or through an authorized representative.

**10-21 Equipment.** All machinery, together with the necessary supplies for upkeep and maintenance, and also all tools and apparatus necessary for the proper construction and acceptable completion of the work.

**10-22 Extra work.** An item of work not provided for in the awarded contract as previously modified by change order or supplemental agreement, but which is found by the Engineer to be necessary to complete the work within the intended scope of the contract as previously modified.

**10-23 FAA.** The Federal Aviation Administration of the U.S. Department of Transportation. When used to designate a person, FAA shall mean the Administrator or his or her duly authorized representative.

**10-24 Federal specifications.** The Federal Specifications and Standards, Commercial Item Descriptions, and supplements, amendments, and indices thereto are prepared and issued by the General Services Administration of the Federal Government.

**10-25 Force account.** Force account work is planning, engineering, or construction work done by the Sponsor's employees.

**10-26 Inspector.** An authorized representative of the Engineer assigned to make all necessary ~~[-inspections-]~~ **observations** and/or **tests** ~~[-observation of tests-]~~ of the work performed or being performed, or of the materials furnished or being furnished by the Contractor.

**10-27 Intention of terms.** Whenever, in these specifications or on the plans, the words "directed," "required," "permitted," "ordered," "designated," "prescribed," or words of like import are used, it shall be understood that the direction, requirement, permission, order, designation, or prescription of the Engineer is intended; and similarly, the words "approved," "acceptable," "satisfactory," or words of like import, shall mean approved by, or acceptable to, or satisfactory to the Engineer, subject in each case to the final determination of the Owner.

Any reference to a specific requirement of a numbered paragraph of the contract specifications or a cited standard shall be interpreted to include all general requirements of the entire section, specification item, or cited standard that may be pertinent to such specific reference.



**10-28 Laboratory.** The official testing laboratories of the Owner or such other laboratories as may be designated by the Engineer. Also referred to as “Engineer’s Laboratory” or “quality assurance laboratory.”

**10-29 Lighting.** A system of fixtures providing or controlling the light sources used on or near the airport or within the airport buildings. The field lighting includes all luminous signals, markers, floodlights, and illuminating devices used on or near the airport or to aid in the operation of aircraft landing at, taking off from, or taxiing on the airport surface.

**10-30 Major and minor contract items.** A major contract item shall be any item that is listed in the proposal, the total cost of which is equal to or greater than 20% of the total amount of the award contract. All other items shall be considered minor contract items.

**10-31 Materials.** Any substance specified for use in the construction of the contract work.

**10-32 Notice to Proceed (NTP).** A written notice to the Contractor to begin the actual contract work on a previously agreed to date. If applicable, the Notice to Proceed shall state the date on which the contract time begins.

**10-33 Owner.** The term “Owner” shall mean the party of the first part or the contracting agency signatory to the contract. Where the term “Owner” is capitalized in this document, it shall mean airport Sponsor only.

**10-34 Passenger Facility Charge (PFC).** Per 14 CFR Part 158 and 49 USC § 40117, a PFC is a charge imposed by a public agency on passengers enplaned at a commercial service airport it controls.”

**10-35 Pavement.** The combined surface course, base course, and subbase course, if any, considered as a single unit.

**10-36 Payment bond.** The approved form of security furnished by the Contractor and his or her surety as a guaranty that the Contractor will pay in full all bills and accounts for materials and labor used in the construction of the work.

**10-37 Performance bond.** The approved form of security furnished by the Contractor and his or her surety as a guaranty that the Contractor will complete the work in accordance with the terms of the contract.

**10-38 Plans.** The official drawings or exact reproductions which show the location, character, dimensions and details of the airport and the work to be done and which are to be considered as a part of the contract, supplementary to the specifications.

**10-39 Project.** The agreed scope of work for accomplishing specific airport development with respect to a particular airport.

**10-40 Proposal.** The written offer of the bidder (when submitted on the approved proposal form) to perform the contemplated work and furnish the necessary materials in accordance with the provisions of the plans and specifications.

**10-41 Proposal guaranty.** The security furnished with a proposal to guarantee that the bidder will enter into a contract if his or her proposal is accepted by the Owner.

**10-42 Runway.** The area on the airport prepared for the landing and takeoff of aircraft.

**10-43 Specifications.** A part of the contract containing the written directions and requirements for completing the contract work. Standards for specifying materials or testing which are cited in the contract specifications by reference shall have the same force and effect as if included in the contract physically.



**10-44 Sponsor.** A Sponsor is defined in 49 USC § 47102(24) as a public agency that submits to the FAA for an AIP grant; or a private Owner of a public-use airport that submits to the FAA an application for an AIP grant for the airport.

**10-45 Structures.** Airport facilities such as bridges; culverts; catch basins, inlets, retaining walls, cribbing; storm and sanitary sewer lines; water lines; underdrains; electrical ducts, manholes, handholes, lighting fixtures and bases; transformers; flexible and rigid pavements; navigational aids; buildings; vaults; and, other manmade features of the airport that may be encountered in the work and not otherwise classified herein.

**10-46 Subgrade.** The soil that forms the pavement foundation.

**10-47 Superintendent.** The Contractor's executive representative who is present on the work during progress, authorized to receive and fulfill instructions from the Engineer, and who shall supervise and direct the construction.

**10-48 Supplemental agreement.** A written agreement between the Contractor and the Owner covering (1) work that would increase or decrease the total amount of the awarded contract, or any major contract item, by more than 25%, such increased or decreased work being within the scope of the originally awarded contract; or (2) work that is not within the scope of the originally awarded contract.

**10-49 Surety.** The corporation, partnership, or individual, other than the Contractor, executing payment or performance bonds that are furnished to the Owner by the Contractor.

**10-50 Taxiway.** For the purpose of this document, the term taxiway means the portion of the air operations area of an airport that has been designated by competent airport authority for movement of aircraft to and from the airport's runways, aircraft parking areas, and terminal areas.

**10-51 Work.** The furnishing of all labor, materials, tools, equipment, and incidentals necessary or convenient to the Contractor's performance of all duties and obligations imposed by the contract, plans, and specifications.

**10-52 Working day.** A working day shall be any day other than a legal holiday, Saturday, or Sunday on which the normal working forces of the Contractor may proceed with regular work for at least six (6) hours toward completion of the contract. When work is suspended for causes beyond the Contractor's control, it will not be counted as a working day. Saturdays, Sundays and holidays on which the Contractor's forces engage in regular work will be considered as working days.

## END OF SECTION 10



## Section 20 Proposal Requirements and Conditions

### 20-01 Advertisement (Notice to Bidders).

#### REFER TO NOTICE OF PUBLIC HEARING/NOTICE TO BIDDERS

**20-02 Qualification of bidders.** Each bidder shall furnish the Owner satisfactory evidence of his or her competency to perform the proposed work. Such evidence of competency, unless otherwise specified, shall consist of statements covering the bidder's past experience on similar work, a list of equipment that would be available for the work, and a list of key personnel that would be available. In addition, each bidder shall furnish the Owner satisfactory evidence of his or her financial responsibility. Such evidence of financial responsibility, unless otherwise specified, shall consist of a confidential statement or report of the bidder's financial resources and liabilities as of the last calendar year or the bidder's last fiscal year. Such statements or reports shall be certified by a public accountant. At the time of submitting such financial statements or reports, the bidder shall further certify whether his or her financial responsibility is approximately the same as stated or reported by the public accountant. If the bidder's financial responsibility has changed, the bidder shall qualify the public accountant's statement or report to reflect the bidder's true financial condition at the time such qualified statement or report is submitted to the Owner.

Unless otherwise specified, a bidder may submit evidence that he or she is prequalified with the State Highway Division and is on the current "bidder's list" of the state in which the proposed work is located. Such evidence of State Highway Division prequalification may be submitted as evidence of financial responsibility in lieu of the certified statements or reports specified above.

Each bidder shall submit "evidence of competency" and "evidence of financial responsibility" to the Owner at the time of bid opening.

**20-03 Contents of proposal forms.** The Owner shall furnish bidders with proposal forms. All papers bound with or attached to the proposal forms are necessary parts and must not be detached.

The plans, specifications, and other documents designated in the proposal form shall be considered a part of the proposal whether attached or not.

**20-04 Issuance of proposal forms.** The Owner reserves the right to refuse to issue a proposal form to a prospective bidder should such bidder be in default for any of the following reasons:

- a. Failure to comply with any prequalification regulations of the Owner, if such regulations are cited, or otherwise included, in the proposal as a requirement for bidding.
- b. Failure to pay, or satisfactorily settle, all bills due for labor and materials on former contracts in force with the Owner at the time the Owner issues the proposal to a prospective bidder.
- c. Documented record of Contractor default under previous contracts with the Owner.
- d. Documented record of unsatisfactory work on previous contracts with the Owner.

**20-05 Interpretation of estimated proposal quantities.** An estimate of quantities of work to be done and materials to be furnished under these specifications is given in the proposal. It is the result of careful calculations and is believed to be correct. It is given only as a basis for comparison of proposals and the award of the contract. The Owner does not expressly, or by implication, agree that the actual quantities involved will correspond exactly therewith; nor shall the bidder plead misunderstanding or deception because of such estimates of quantities, or of the character, location, or other conditions pertaining to the



work. Payment to the Contractor will be made only for the actual quantities of work performed or materials furnished in accordance with the plans and specifications. It is understood that the quantities may be increased or decreased as hereinafter provided in the subsection 40-02 titled ALTERATION OF WORK AND QUANTITIES of Section 40 without in any way invalidating the unit bid prices.

**20-06 Examination of plans, specifications, and site.** The bidder is expected to carefully examine the site of the proposed work, the proposal, plans, specifications, and contract forms. Bidders shall satisfy themselves as to the character, quality, and quantities of work to be performed, materials to be furnished, and as to the requirements of the proposed contract. The submission of a proposal shall be prima facie evidence that the bidder has made such examination and is satisfied as to the conditions to be encountered in performing the work and as to the requirements of the proposed contract, plans, and specifications.

Boring logs and other records of subsurface investigations and tests are available for inspection of bidders. It is understood and agreed that such subsurface information, whether included in the plans, specifications, or otherwise made available to the bidder, was obtained and is intended for the Owner's design and estimating purposes only. Such information has been made available for the convenience of all bidders. It is further understood and agreed that each bidder is solely responsible for all assumptions, deductions, or conclusions which the bidder may make or obtain from his or her examination of the boring logs and other records of subsurface investigations and tests that are furnished by the Owner.

**20-07 Preparation of proposal.** The bidder shall submit his or her proposal on the forms furnished by the Owner. All blank spaces in the proposal forms must be correctly filled in where indicated for each and every item for which a quantity is given. The bidder shall state the price (written in ink or typed) both in words and numerals for which they propose to do for each pay item furnished in the proposal. In case of conflict between words and numerals, the words, unless obviously incorrect, shall govern.

The bidder shall sign the proposal correctly and in ink. If the proposal is made by an individual, his or her name and post office address must be shown. If made by a partnership, the name and post office address of each member of the partnership must be shown. If made by a corporation, the person signing the proposal shall give the name of the state under the laws of which the corporation was chartered and the name, titles, and business address of the president, secretary, and the treasurer. Anyone signing a proposal as an agent shall file evidence of his or her authority to do so and that the signature is binding upon the firm or corporation.

**20-08 Responsive and responsible bidder.** A responsive bid conforms to all significant terms and conditions contained in the Sponsor's invitation for bid. It is the Sponsor's responsibility to decide if the exceptions taken by a bidder to the solicitation are material or not and the extent of deviation it is willing to accept.

A responsible bidder has the ability to perform successfully under the terms and conditions of a proposed procurement, as defined in 49 CFR § 18.36(b)(8). This includes such matters as Contractor integrity, compliance with public policy, record of past performance, and financial and technical resources.

**20-09 Irregular proposals.** Proposals shall be considered irregular for the following reasons:

- a. If the proposal is on a form other than that furnished by the Owner, or if the Owner's form is altered, or if any part of the proposal form is detached.
- b. If there are unauthorized additions, conditional or alternate pay items, or irregularities of any kind that make the proposal incomplete, indefinite, or otherwise ambiguous.



c. If the proposal does not contain a unit price for each pay item listed in the proposal, except in the case of authorized alternate pay items, for which the bidder is not required to furnish a unit price.

d. If the proposal contains unit prices that are obviously unbalanced.

e. If the proposal is not accompanied by the proposal guaranty specified by the Owner.

The Owner reserves the right to reject any irregular proposal and the right to waive technicalities if such waiver is in the best interest of the Owner and conforms to local laws and ordinances pertaining to the letting of construction contracts.

**20-10 Bid guarantee.** Each separate proposal shall be accompanied by a certified check, or other specified acceptable collateral, in the amount specified in the proposal form. Such check, or collateral, shall be made payable to the Owner.

**20-11 Delivery of proposal.** Each proposal submitted shall be placed in a sealed envelope plainly marked with the project number, location of airport, and name and business address of the bidder on the outside. When sent by mail, preferably registered, the sealed proposal, marked as indicated above, should be enclosed in an additional envelope. No proposal will be considered unless received at the place specified in the advertisement or as modified by Addendum before the time specified for opening all bids. Proposals received after the bid opening time shall be returned to the bidder unopened.

**20-12 Withdrawal or revision of proposals.** A bidder may withdraw or revise (by withdrawal of one proposal and submission of another) a proposal provided that the bidder's request for withdrawal is received by the Owner in writing or by ~~fax~~ email before the time specified for opening bids. Revised proposals must be received at the place specified in the advertisement before the time specified for opening all bids.

**20-13 Public opening of proposals.** Proposals shall be opened, and read, publicly at the time and place specified in the advertisement. Bidders, their authorized agents, and other interested persons are invited to attend. Proposals that have been withdrawn (by written or telegraphic request) or received after the time specified for opening bids shall be returned to the bidder unopened.

**20-14 Disqualification of bidders.** A bidder shall be considered disqualified for any of the following reasons:

a. Submitting more than one proposal from the same partnership, firm, or corporation under the same or different name.

b. Evidence of collusion among bidders. Bidders participating in such collusion shall be disqualified as bidders for any future work of the Owner until any such participating bidder has been reinstated by the Owner as a qualified bidder.

c. If the bidder is considered to be in "default" for any reason specified in the subsection 20-04 titled ISSUANCE OF PROPOSAL FORMS of this section.

## END OF SECTION 20



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## Section 30 Award and Execution of Contract

**30-01 Consideration of proposals.** After the proposals are publicly opened and read, they will be compared on the basis of the summation of the products obtained by multiplying the estimated quantities shown in the proposal by the unit bid prices. If a bidder's proposal contains a discrepancy between unit bid prices written in words and unit bid prices written in numbers, the unit price written in words shall govern.

Until the award of a contract is made, the Owner reserves the right to reject a bidder's proposal for any of the following reasons:

**a.** If the proposal is irregular as specified in the subsection 20-09 titled IRREGULAR PROPOSALS of Section 20.

**b.** If the bidder is disqualified for any of the reasons specified in the subsection 20-14 titled DISQUALIFICATION OF BIDDERS of Section 20.

In addition, until the award of a contract is made, the Owner reserves the right to reject any or all proposals, waive technicalities, if such waiver is in the best interest of the Owner and is in conformance with applicable state and local laws or regulations pertaining to the letting of construction contracts; advertise for new proposals; or proceed with the work otherwise. All such actions shall promote the Owner's best interests.

**30-02 Award of contract.** The award of a contract, if it is to be awarded, shall be made within **sixty (60)** ~~ninety (90)~~ calendar days of the date specified for publicly opening proposals, unless otherwise specified herein.

Award of the contract shall be made by the Owner to the lowest, qualified bidder whose proposal conforms to the cited requirements of the Owner.

**30-03 Cancellation of award.** The Owner reserves the right to cancel the award without liability to the bidder, except return of proposal guaranty, at any time before a contract has been fully executed by all parties and is approved by the Owner in accordance with the subsection 30-07 titled APPROVAL OF CONTRACT of this section.

**30-04 Return of proposal guaranty.** All proposal guaranties, except those of the two lowest bidders, will be returned immediately after the Owner has made a comparison of bids as specified in the subsection 30-01 titled CONSIDERATION OF PROPOSALS of this section. Proposal guaranties of the two lowest bidders will be retained by the Owner until such time as an award is made, at which time, the unsuccessful bidder's proposal guaranty will be returned. The successful bidder's proposal guaranty will be returned as soon as the Owner receives the contract bonds as specified in the subsection 30-05 titled REQUIREMENTS OF CONTRACT BONDS of this section.

**30-05 Requirements of contract bonds.** At the time of the execution of the contract, the successful bidder shall furnish the Owner a surety bond or bonds that have been fully executed by the bidder and the surety guaranteeing the performance of the work and the payment of all legal debts that may be incurred by reason of the Contractor's performance of the work. The surety and the form of the bond or bonds shall be acceptable to the Owner. Unless otherwise specified in this subsection, the surety bond or bonds shall be in a sum equal to the full amount of the contract.

**30-06 Execution of contract.** The successful bidder shall sign (execute) the necessary agreements for entering into the contract and return the signed contract to the Owner, along with the fully executed surety



bond or bonds specified in the subsection 30-05 titled REQUIREMENTS OF CONTRACT BONDS of this section, within 15 calendar days from the date mailed or otherwise delivered to the successful bidder.

**30-07 Approval of contract.** Upon receipt of the contract and contract bond or bonds that have been executed by the successful bidder, the Owner shall complete the execution of the contract in accordance with local laws or ordinances, and return the fully executed contract to the Contractor. Delivery of the fully executed contract to the Contractor shall constitute the Owner's approval to be bound by the successful bidder's proposal and the terms of the contract.

**30-08 Failure to execute contract.** Failure of the successful bidder to execute the contract and furnish an acceptable surety bond or bonds within the 15 calendar day period specified in the subsection 30-06 titled EXECUTION OF CONTRACT of this section shall be just cause for cancellation of the award and forfeiture of the proposal guaranty, not as a penalty, but as liquidation of damages to the Owner.

### END OF SECTION 30



## Section 40 Scope of Work

**40-01 Intent of contract.** The intent of the contract is to provide for construction and completion, in every detail, of the work described. It is further intended that the Contractor shall furnish all labor, materials, equipment, tools, transportation, and supplies required to complete the work in accordance with the plans, specifications, and terms of the contract.

**40-02 Alteration of work and quantities.** The Owner reserves and shall have the right to make such alterations in the work as may be necessary or desirable to complete the work originally intended in an acceptable manner. Unless otherwise specified herein, the Engineer shall be and is hereby authorized to make such alterations in the work as may increase or decrease the originally awarded contract quantities, provided that the aggregate of such alterations does not change the total contract cost or the total cost of any major contract item by more than 25% (total cost being based on the unit prices and estimated quantities in the awarded contract). Alterations that do not exceed the 25% limitation shall not invalidate the contract nor release the surety, and the Contractor agrees to accept payment for such alterations as if the altered work had been a part of the original contract. These alterations that are for work within the general scope of the contract shall be covered by "Change Orders" issued by the Engineer. Change orders for altered work shall include extensions of contract time where, in the Engineer's opinion, such extensions are commensurate with the amount and difficulty of added work.

Should the aggregate amount of altered work exceed the 25% limitation hereinbefore specified, such excess altered work shall be covered by supplemental agreement. If the Owner and the Contractor are unable to agree on a unit adjustment for any contract item that requires a supplemental agreement, the Owner reserves the right to terminate the contract with respect to the item and make other arrangements for its completion.

Supplemental agreements shall be approved by the FAA and shall include all applicable Federal contract provisions for procurement and contracting required under AIP. Supplemental agreements shall also require consent of the Contractor's surety and separate performance and payment bonds.

**40-03 Omitted items.** The Engineer may, in the Owner's best interest, omit from the work any contract item, except major contract items. Major contract items may be omitted by a supplemental agreement. Such omission of contract items shall not invalidate any other contract provision or requirement.

Should a contract item be omitted or otherwise ordered to be non-performed, the Contractor shall be paid for all work performed toward completion of such item prior to the date of the order to omit such item. Payment for work performed shall be in accordance with the subsection 90-04 titled PAYMENT FOR OMITTED ITEMS of Section 90.

**40-04 Extra work.** Should acceptable completion of the contract require the Contractor to perform an item of work for which no basis of payment has been provided in the original contract or previously issued change orders or supplemental agreements, the same shall be called "Extra Work." Extra Work that is within the general scope of the contract shall be covered by written change order. Change orders for such Extra Work shall contain agreed unit prices for performing the change order work in accordance with the requirements specified in the order, and shall contain any adjustment to the contract time that, in the Engineer's opinion, is necessary for completion of such Extra Work.

When determined by the Engineer to be in the Owner's best interest, the Engineer may order the Contractor to proceed with Extra Work as provided in the subsection 90-05 titled PAYMENT FOR EXTRA WORK of Section 90. Extra Work that is necessary for acceptable completion of the project, but



is not within the general scope of the work covered by the original contract shall be covered by a Supplemental Agreement as defined in the subsection 10-48 titled SUPPLEMENTAL AGREEMENT of Section 10.

Any claim for payment of Extra Work that is not covered by written agreement (change order or supplemental agreement) shall be rejected by the Owner.

**40-05 Maintenance of traffic.** It is the explicit intention of the contract that the safety of aircraft, as well as the Contractor's equipment and personnel, is the most important consideration.

**a.** It is understood and agreed that the Contractor shall provide for the free and unobstructed movement of aircraft in the air operations areas (AOAs) of the airport with respect to his or her own operations and the operations of all subcontractors as specified in the subsection 80-04 titled LIMITATION OF OPERATIONS of Section 80. It is further understood and agreed that the Contractor shall provide for the uninterrupted operation of visual and electronic signals (including power supplies thereto) used in the guidance of aircraft while operating to, from, and upon the airport as specified in the subsection 70-15 titled CONTRACTOR'S RESPONSIBILITY FOR UTILITY SERVICE AND FACILITIES OF OTHERS in Section 70.

**b.** With respect to his or her own operations and the operations of all subcontractors, the Contractor shall provide marking, lighting, and other acceptable means of identifying personnel, equipment, vehicles, storage areas, and any work area or condition that may be hazardous to the operation of aircraft, fire-rescue equipment, or maintenance vehicles at the airport.

**c.** When the contract requires the maintenance of vehicular traffic on an existing road, street, or highway during the Contractor's performance of work that is otherwise provided for in the contract, plans, and specifications, the Contractor shall keep such road, street, or highway open to all traffic and shall provide such maintenance as may be required to accommodate traffic. The Contractor shall be responsible for the repair of any damage caused by the Contractor's equipment and personnel. The Contractor shall furnish, erect, and maintain barricades, warning signs, flag person, and other traffic control devices in reasonable conformity with the Manual on Uniform Traffic Control Devices (MUTCD) (<http://mutcd.fhwa.dot.gov/>), unless otherwise specified. The Contractor shall also construct and maintain in a safe condition any temporary connections necessary for ingress to and egress from abutting property or intersecting roads, streets or highways.

**40-06 Removal of existing structures.** All existing structures encountered within the established lines, grades, or grading sections shall be removed by the Contractor, unless such existing structures are otherwise specified to be relocated, adjusted up or down, salvaged, abandoned in place, reused in the work or to remain in place. The cost of removing such existing structures shall not be measured or paid for directly, but shall be included in the various contract items.

Should the Contractor encounter an existing structure (above or below ground) in the work for which the disposition is not indicated on the plans, the Engineer shall be notified prior to disturbing such structure. The disposition of existing structures so encountered shall be immediately determined by the Engineer in accordance with the provisions of the contract.

Except as provided in the subsection 40-07 titled RIGHTS IN AND USE OF MATERIALS FOUND IN THE WORK of this section, it is intended that all existing materials or structures that may be encountered (within the lines, grades, or grading sections established for completion of the work) shall be used in the work as otherwise provided for in the contract and shall remain the property of the Owner when so used in the work.

**40-07 Rights in and use of materials found in the work.** Should the Contractor encounter any material such as (but not restricted to) sand, stone, gravel, slag, or concrete slabs within the established lines,



grades, or grading sections, the use of which is intended by the terms of the contract to be either embankment or waste, the Contractor may at his or her option either:

- a. Use such material in another contract item, providing such use is approved by the Engineer and is in conformance with the contract specifications applicable to such use; or,
- b. Remove such material from the site, upon written approval of the Engineer; or
- c. Use such material for the Contractor's own temporary construction on site; or,
- d. Use such material as intended by the terms of the contract.

Should the Contractor wish to exercise option a., b., or c., the Contractor shall request the Engineer's approval in advance of such use.

Should the Engineer approve the Contractor's request to exercise option a., b., or c., the Contractor shall be paid for the excavation or removal of such material at the applicable contract price. The Contractor shall replace, at his or her own expense, such removed or excavated material with an agreed equal volume of material that is acceptable for use in constructing embankment, backfills, or otherwise to the extent that such replacement material is needed to complete the contract work. The Contractor shall not be charged for use of such material used in the work or removed from the site.

Should the Engineer approve the Contractor's exercise of option a., the Contractor shall be paid, at the applicable contract price, for furnishing and installing such material in accordance with requirements of the contract item in which the material is used.

It is understood and agreed that the Contractor shall make no claim for delays by reason of his or her exercise of option a., b., or c.

The Contractor shall not excavate, remove, or otherwise disturb any material, structure, or part of a structure which is located outside the lines, grades, or grading sections established for the work, except where such excavation or removal is provided for in the contract, plans, or specifications.

**40-08 Final cleanup.** Upon completion of the work and before acceptance and final payment will be made, the Contractor shall remove from the site all machinery, equipment, surplus and discarded materials, rubbish, temporary structures, and stumps or portions of trees. The Contractor shall cut all brush and woods within the limits indicated and shall leave the site in a neat and presentable condition. Material cleared from the site and deposited on adjacent property will not be considered as having been disposed of satisfactorily, unless the Contractor has obtained the written permission of such property Owner.

## END OF SECTION 40



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## Section 50 Control of Work

**50-01 Authority of the Engineer.** The Engineer shall decide any and all questions which may arise as to the quality and acceptability of materials furnished, work performed, and as to the manner of performance and rate of progress of the work. The Engineer shall decide all questions that may arise as to the interpretation of the specifications or plans relating to the work. The Engineer shall determine the amount and quality of the several kinds of work performed and materials furnished which are to be paid for the under contract.

The Engineer does not have the authority to accept pavements that do not conform to FAA specification requirements.

**50-02 Conformity with plans and specifications.** All work and all materials furnished shall be in reasonably close conformity with the lines, grades, grading sections, cross-sections, dimensions, material requirements, and testing requirements that are specified (including specified tolerances) in the contract, plans or specifications.

If the Engineer finds the materials furnished, work performed, or the finished product not within reasonably close conformity with the plans and specifications but that the portion of the work affected will, in his or her opinion, result in a finished product having a level of safety, economy, durability, and workmanship acceptable to the Owner, the Engineer will advise the Owner of his or her determination that the affected work be accepted and remain in place. In this event, the Engineer will document the determination and recommend to the Owner a basis of acceptance that will provide for an adjustment in the contract price for the affected portion of the work. The Engineer's determination and recommended contract price adjustments will be based on sound engineering judgment and such tests or retests of the affected work as are, in the Engineer's opinion, needed. Changes in the contract price shall be covered by contract change order or supplemental agreement as applicable.

If the Engineer finds the materials furnished, work performed, or the finished product are not in reasonably close conformity with the plans and specifications and have resulted in an unacceptable finished product, the affected work or materials shall be removed and replaced or otherwise corrected by and at the expense of the Contractor in accordance with the Engineer's written orders.

For the purpose of this subsection, the term "reasonably close conformity" shall not be construed as waiving the Contractor's responsibility to complete the work in accordance with the contract, plans, and specifications. The term shall not be construed as waiving the Engineer's responsibility to insist on strict compliance with the requirements of the contract, plans, and specifications during the Contractor's execution of the work, when, in the Engineer's opinion, such compliance is essential to provide an acceptable finished portion of the work.

For the purpose of this subsection, the term "reasonably close conformity" is also intended to provide the Engineer with the authority, after consultation with the FAA, to use sound engineering judgment in his or her determinations as to acceptance of work that is not in strict conformity, but will provide a finished product equal to or better than that intended by the requirements of the contract, plans and specifications.

The Engineer will not be responsible for the Contractor's means, methods, techniques, sequences, or procedures of construction or the safety precautions incident thereto.

**50-03 Coordination of contract, plans, and specifications.** The contract, plans, specifications, and all referenced standards cited are essential parts of the contract requirements. A requirement occurring in one is as binding as though occurring in all. They are intended to be complementary and to describe and



provide for a complete work. In case of discrepancy, calculated dimensions will govern over scaled dimensions; contract technical specifications shall govern over contract general provisions, plans, cited standards for materials or testing, and cited advisory circulars (ACs); contract general provisions shall govern over plans, cited standards for materials or testing, and cited ACs; plans shall govern over cited standards for materials or testing and cited ACs. If any paragraphs contained in the Special Provisions conflict with General Provisions or Technical Specifications, the Special Provisions shall govern.

From time to time, discrepancies within cited testing standards occur due to the timing of the change, edits, and/or replacement of the standards. If the Contractor discovers any apparent discrepancy within standard test methods, the Contractor shall immediately ask the Engineer for an interpretation and decision, and such decision shall be final.

## LIST OF SPECIAL PROVISIONS

### PART 1 - LOCAL CONTRACT PROVISIONS

### PART 2 - FEDERAL CONTRACT PROVISIONS FOR CONSTRUCTION AND EQUIPMENT PROJECTS

#### CONSTRUCTION SAFETY AND PHASING PLAN (CSPP)

**50-04 Cooperation of Contractor.** The Contractor will be supplied with **five** copies each of the plans and specifications. The Contractor shall have available on the work at all times one copy each of the plans and specifications. Additional copies of plans and specifications may be obtained by the Contractor for the cost of reproduction.

The Contractor shall give constant attention to the work to facilitate the progress thereof, and shall cooperate with the Engineer and his or her inspectors and with other contractors in every way possible. The Contractor shall have a competent superintendent on the work at all times who is fully authorized as his or her agent on the work. The superintendent shall be capable of reading and thoroughly understanding the plans and specifications and shall receive and fulfill instructions from the Engineer or his or her authorized representative.

**50-05 Cooperation between contractors.** The Owner reserves the right to contract for and perform other or additional work on or near the work covered by this contract.

When separate contracts are let within the limits of any one project, each Contractor shall conduct the work so as not to interfere with or hinder the progress of completion of the work being performed by other Contractors. Contractors working on the same project shall cooperate with each other as directed.

Each Contractor involved shall assume all liability, financial or otherwise, in connection with his or her contract and shall protect and save harmless the Owner from any and all damages or claims that may arise because of inconvenience, delays, or loss experienced because of the presence and operations of other Contractors working within the limits of the same project.

The Contractor shall arrange his or her work and shall place and dispose of the materials being used so as not to interfere with the operations of the other Contractors within the limits of the same project. The Contractor shall join his or her work with that of the others in an acceptable manner and shall perform it in proper sequence to that of the others.

**50-06 Construction layout and stakes.** The Engineer shall establish horizontal and vertical control only. The Contractor must establish all layout required for the construction of the work. Such stakes and markings as the Engineer may set for either their own or the Contractor's guidance shall be preserved by the Contractor. In case of negligence on the part of the Contractor, or their employees, resulting in the destruction of such stakes or markings, an amount equal to the cost of replacing the same may be deducted from subsequent estimates due the Contractor at the discretion of the Engineer.



The Contractor will be required to furnish all lines, grades and measurements from the control points necessary for the proper execution and control of the work contracted for under these specifications.

The Contractor must give copies of survey notes to the Engineer for each area of construction and for each placement of material as specified to allow the Engineer to make periodic checks for conformance with plan grades, alignments and grade tolerances required by the applicable material specifications. All surveys must be provided to the Engineer prior to commencing work items that will cover or disturb the survey staking as set by the Contractor's surveyor. Survey(s) and notes shall be provided in the following format(s): **Acrobat pdf**. In the case of error, on the part of the Contractor, their surveyor, employees or subcontractors, resulting in established grades, alignment or grade tolerances that do not concur with those specified or shown on the plans, the Contractor is solely responsible for correction, removal, replacement and all associated costs at no additional cost to the Owner.

**No direct payment will be made, unless otherwise specified in contract documents, for this labor, materials, or other expenses. The cost shall be included in the price of the bid for the various items of the Contract.**

Construction Staking and Layout includes but is not limited to:

- a. Clearing and Grubbing perimeter staking**
- b. Rough Grade slope stakes at 100-foot (30-m) stations**
- c. Drainage Swales slope stakes and flow line blue tops at 50-foot (15-m) stations**

Subgrade blue tops at 25-foot (7.5-m) stations and 25-foot (7.5-m) offset distance (maximum) for the following section locations:

- a. Runway – minimum five (5) per station**
- b. Taxiways – minimum three (3) per station**
- c. Holding apron areas – minimum three (3) per station**
- d. Roadways – minimum three (3) per station**

Base Course blue tops at 25-foot (7.5-m) stations and 25-foot (7.5-m) offset distance (maximum) for the following section locations:

- a. Runway – minimum five (5) per station**
- b. Taxiways – minimum three (3) per station**
- c. Holding apron areas – minimum three (3) per station**

Pavement areas:

- a. Edge of Pavement hubs and tacks (for stringline by Contractor) at 100-foot (30-m) stations.**
- b. Between Lifts at 25-foot (7.5-m) stations for the following section locations:**

- (1) Runways – each paving lane width**
- (2) Taxiways – each paving lane width**
- (3) Holding areas – each paving lane width**

- c. After finish paving operations at 50-foot (15-m) stations:**

- (1) All paved areas – Edge of each paving lane prior to next paving lot**

**d. Shoulder and safety area blue tops at 50-foot (15-m) stations and at all break points with maximum of 50-foot (15-m) offsets.**



e. Fence lines at 100-foot (30-m) stations minimum.

f. Electrical and Communications System locations, lines and grades including but not limited to duct runs, connections, fixtures, signs, lights, Visual Approach Slope Indicators (VASIs), Precision Approach Path Indicators (PAPIs), Runway End Identifier Lighting (REIL), Wind Cones, Distance Markers (signs), pull boxes and manholes.

g. Drain lines, cut stakes and alignment on 25-foot (7.5-m) stations, inlet and manholes.

h. Painting and Striping layout (pinned with 1.5 inch PK nails) marked for paint Contractor. (All nails shall be removed after painting).

i. Laser, or other automatic control devices, shall be checked with temporary control point or grade hub at a minimum of once per 400 feet (120 m) per pass (that is, paving lane).

The establishment of Survey Control and/or reestablishment of survey control shall be by a State Licensed Land Surveyor.

Controls and stakes disturbed or suspect of having been disturbed shall be checked and/or reset as directed by the Engineer without additional cost to the Owner.

**50-07 Automatically controlled equipment.** Whenever batching or mixing plant equipment is required to be operated automatically under the contract and a breakdown or malfunction of the automatic controls occurs, the equipment may be operated manually or by other methods for a period 48 hours following the breakdown or malfunction, provided this method of operations will produce results which conform to all other requirements of the contract.

**50-08 Authority and duties of inspectors.** Inspectors **employed by the Owner** shall be authorized to inspect all work done and all material furnished. Such inspection may extend to all or any part of the work and to the preparation, fabrication, or manufacture of the materials to be used. Inspectors are not authorized to revoke, alter, or waive any provision of the contract. Inspectors are not authorized to issue instructions contrary to the plans and specifications or to act as foreman for the Contractor.

Inspectors are authorized to notify the Contractor or his or her representatives of any failure of the work or materials to conform to the requirements of the contract, plans, or specifications and to reject such nonconforming materials in question until such issues can be referred to the Engineer for a decision.

**50-09 Inspection of the work.** All materials and each part or detail of the work shall be subject to inspection. The Engineer shall be allowed access to all parts of the work and shall be furnished with such information and assistance by the Contractor as is required to make a complete and detailed inspection.

If the Engineer requests it, the Contractor, at any time before acceptance of the work, shall remove or uncover such portions of the finished work as may be directed. After examination, the Contractor shall restore said portions of the work to the standard required by the specifications. Should the work thus exposed or examined prove acceptable, the uncovering, or removing, and the replacing of the covering or making good of the parts removed will be paid for as extra work; but should the work so exposed or examined prove unacceptable, the uncovering, or removing, and the replacing of the covering or making good of the parts removed will be at the Contractor's expense.

Any work done or materials used without supervision or inspection by an authorized representative of the Owner may be ordered removed and replaced at the Contractor's expense unless the Owner's representative failed to inspect after having been given reasonable notice in writing that the work was to be performed.

Should the contract work include relocation, adjustment, or any other modification to existing facilities, not the property of the (contract) Owner, authorized representatives of the Owners of such facilities shall



have the right to inspect such work. Such inspection shall in no sense make any facility owner a party to the contract, and shall in no way interfere with the rights of the parties to this contract.

**50-10 Removal of unacceptable and unauthorized work.** All work that does not conform to the requirements of the contract, plans, and specifications will be considered unacceptable, unless otherwise determined acceptable by the Engineer as provided in the subsection 50-02 titled CONFORMITY WITH PLANS AND SPECIFICATIONS of this section.

Unacceptable work, whether the result of poor workmanship, use of defective materials, damage through carelessness, or any other cause found to exist prior to the final acceptance of the work, shall be removed immediately and replaced in an acceptable manner in accordance with the provisions of the subsection 70-14 titled CONTRACTOR'S RESPONSIBILITY FOR WORK of Section 70.

No removal work made under provision of this subsection shall be done without lines and grades having been established by the Engineer. Work done contrary to the instructions of the Engineer, work done beyond the lines shown on the plans or as established by the Engineer, except as herein specified, or any extra work done without authority, will be considered as unauthorized and will not be paid for under the provisions of the contract. Work so done may be ordered removed or replaced at the Contractor's expense.

Upon failure on the part of the Contractor to comply with any order of the Engineer made under the provisions of this subsection, the Engineer will have authority to cause unacceptable work to be remedied or removed and replaced and unauthorized work to be removed and to deduct the costs incurred by the Owner from any monies due or to become due the Contractor.

**50-11 Load restrictions.** The Contractor shall comply with all legal load restrictions in the hauling of materials on public roads beyond the limits of the work. A special permit will not relieve the Contractor of liability for damage that may result from the moving of material or equipment.

The operation of equipment of such weight or so loaded as to cause damage to structures or to any other type of construction will not be permitted. Hauling of materials over the base course or surface course under construction shall be limited as directed. No loads will be permitted on a concrete pavement, base, or structure before the expiration of the curing period. The Contractor shall be responsible for all damage done by his or her hauling equipment and shall correct such damage at his or her own expense.

**50-12 Maintenance during construction.** The Contractor shall maintain the work during construction and until the work is accepted. Maintenance shall constitute continuous and effective work prosecuted day by day, with adequate equipment and forces so that the work is maintained in satisfactory condition at all times.

In the case of a contract for the placing of a course upon a course or subgrade previously constructed, the Contractor shall maintain the previous course or subgrade during all construction operations.

All costs of maintenance work during construction and before the project is accepted shall be included in the unit prices bid on the various contract items, and the Contractor will not be paid an additional amount for such work.

**50-13 Failure to maintain the work.** Should the Contractor at any time fail to maintain the work as provided in the subsection 50-12 titled MAINTENANCE DURING CONSTRUCTION of this section, the Engineer shall immediately notify the Contractor of such noncompliance. Such notification shall specify a reasonable time within which the Contractor shall be required to remedy such unsatisfactory maintenance condition. The time specified will give due consideration to the exigency that exists.

Should the Contractor fail to respond to the Engineer's notification, the Owner may suspend any work necessary for the Owner to correct such unsatisfactory maintenance condition, depending on the exigency that exists. Any maintenance cost incurred by the Owner, shall be deducted from monies due or to become due the Contractor.



**50-14 Partial acceptance.** If at any time during the execution of the project the Contractor substantially completes a usable unit or portion of the work, the occupancy of which will benefit the Owner, the Contractor may request the Engineer to make final inspection of that unit. If the Engineer finds upon inspection that the unit has been satisfactorily completed in compliance with the contract, the Engineer may accept it as being complete, and the Contractor may be relieved of further responsibility for that unit. Such partial acceptance and beneficial occupancy by the Owner shall not void or alter any provision of the contract.

**50-15 Final acceptance.** Upon due notice from the Contractor of presumptive completion of the entire project, the Engineer and Owner will make an inspection. If all construction provided for and contemplated by the contract is found to be complete in accordance with the contract, plans, and specifications, such inspection shall constitute the final inspection. The Engineer shall notify the Contractor in writing of final acceptance as of the date of the final inspection.

If, however, the inspection discloses any work, in whole or in part, as being unsatisfactory, the Engineer will give the Contractor the necessary instructions for correction of same and the Contractor shall immediately comply with and execute such instructions. Upon correction of the work, another inspection will be made which shall constitute the final inspection, provided the work has been satisfactorily completed. In such event, the Engineer will make the final acceptance and notify the Contractor in writing of this acceptance as of the date of final inspection.

**50-16 Claims for adjustment and disputes.** If for any reason the Contractor deems that additional compensation is due for work or materials not clearly provided for in the contract, plans, or specifications or previously authorized as extra work, the Contractor shall notify the Engineer in writing of his or her intention to claim such additional compensation before the Contractor begins the work on which the Contractor bases the claim. If such notification is not given or the Engineer is not afforded proper opportunity by the Contractor for keeping strict account of actual cost as required, then the Contractor hereby agrees to waive any claim for such additional compensation. Such notice by the Contractor and the fact that the Engineer has kept account of the cost of the work shall not in any way be construed as proving or substantiating the validity of the claim. When the work on which the claim for additional compensation is based has been completed, the Contractor shall, within 10 calendar days, submit a written claim to the Engineer who will present it to the Owner for consideration in accordance with local laws or ordinances.

Nothing in this subsection shall be construed as a waiver of the Contractor's right to dispute final payment based on differences in measurements or computations.

## END OF SECTION 50



## Section 60 Control of Materials

**60-01 Source of supply and quality requirements.** The materials used in the work shall conform to the requirements of the contract, plans, and specifications. Unless otherwise specified, such materials that are manufactured or processed shall be new (as compared to used or reprocessed).

In order to expedite the inspection and testing of materials, the Contractor shall furnish complete statements to the Engineer as to the origin, composition, and manufacture of all materials to be used in the work. Such statements shall be furnished promptly after execution of the contract but, in all cases, prior to delivery of such materials.

At the Engineer's option, materials may be approved at the source of supply before delivery is stated. If it is found after trial that sources of supply for previously approved materials do not produce specified products, the Contractor shall furnish materials from other sources.

The Contractor shall furnish airport lighting equipment that conforms to the requirements of cited materials specifications. In addition, where an FAA specification for airport lighting equipment is cited in the plans or specifications, the Contractor shall furnish such equipment that is:

**a.** Listed in advisory circular (AC) 150/5345-53, Airport Lighting Equipment Certification Program, and Addendum that is in effect on the date of advertisement; and,

**b.** Produced by the manufacturer as listed in the Addendum cited above for the certified equipment part number.

The following airport lighting equipment is required for this contract and is to be furnished by the Contractor in accordance with the requirements of this subsection: **None in Project**

**60-02 Samples, tests, and cited specifications.** Unless otherwise designated, all materials used in the work shall be inspected, tested, and approved by the Engineer before incorporation in the work. Any work in which untested materials are used without approval or written permission of the Engineer shall be performed at the Contractor's risk. Materials found to be unacceptable and unauthorized will not be paid for and, if directed by the Engineer, shall be removed at the Contractor's expense.

Unless otherwise designated, quality assurance tests in accordance with the cited standard methods of ASTM, American Association of State Highway and Transportation Officials (AASHTO), Federal Specifications, Commercial Item Descriptions, and all other cited methods, which are current on the date of advertisement for bids, will be made by and at the expense of the Engineer.

The testing organizations performing on-site quality assurance field tests shall have copies of all referenced standards on the construction site for use by all technicians and other personnel, including the Contractor's representative at his or her request. Unless otherwise designated, samples for quality assurance will be taken by a qualified representative of the Engineer. All materials being used are subject to inspection, test, or rejection at any time prior to or during incorporation into the work. Copies of all tests will be furnished to the Contractor's representative at their request after review and approval of the Engineer.

The Contractor shall employ a testing organization to perform all Contractor required Quality Control tests. The Contractor shall submit to the Engineer resumes on all testing organizations and individual persons who will be performing the tests. The Engineer will determine if such persons are qualified. All the test data shall be reported to the Engineer after the results are known. A legible, handwritten copy of all test data shall be given to the Engineer daily, along with printed reports, in an approved format, on a



weekly basis. After completion of the project, and prior to final payment, the Contractor shall submit a final report to the Engineer showing all test data reports, plus an analysis of all results showing ranges, averages, and corrective action taken on all failing tests.

**60-03 Certification of compliance.** The Engineer may permit the use, prior to sampling and testing, of certain materials or assemblies when accompanied by manufacturer's certificates of compliance stating that such materials or assemblies fully comply with the requirements of the contract. The certificate shall be signed by the manufacturer. Each lot of such materials or assemblies delivered to the work must be accompanied by a certificate of compliance in which the lot is clearly identified.

Materials or assemblies used on the basis of certificates of compliance may be sampled and tested at any time and if found not to be in conformity with contract requirements will be subject to rejection whether in place or not.

The form and distribution of certificates of compliance shall be as approved by the Engineer.

When a material or assembly is specified by "brand name or equal" and the Contractor elects to furnish the specified "brand name," the Contractor shall be required to furnish the manufacturer's certificate of compliance for each lot of such material or assembly delivered to the work. Such certificate of compliance shall clearly identify each lot delivered and shall certify as to:

- a. Conformance to the specified performance, testing, quality or dimensional requirements; and,
- b. Suitability of the material or assembly for the use intended in the contract work.

Should the Contractor propose to furnish an "or equal" material or assembly, the Contractor shall furnish the manufacturer's certificates of compliance as hereinbefore described for the specified brand name material or assembly. However, the Engineer shall be the sole judge as to whether the proposed "or equal" is suitable for use in the work.

The Engineer reserves the right to refuse permission for use of materials or assemblies on the basis of certificates of compliance.

**60-04 Plant inspection.** The Engineer or his or her authorized representative may inspect, at its source, any specified material or assembly to be used in the work. Manufacturing plants may be inspected from time to time for the purpose of determining compliance with specified manufacturing methods or materials to be used in the work and to obtain samples required for acceptance of the material or assembly.

Should the Engineer conduct plant inspections, the following conditions shall exist:

- a. The Engineer shall have the cooperation and assistance of the Contractor and the producer with whom the Engineer has contracted for materials.
- b. The Engineer shall have full entry at all reasonable times to such parts of the plant that concern the manufacture or production of the materials being furnished.
- c. If required by the Engineer, the Contractor shall arrange for adequate office or working space that may be reasonably needed for conducting plant inspections. Office or working space should be conveniently located with respect to the plant.

It is understood and agreed that the Owner shall have the right to retest any material that has been tested and approved at the source of supply after it has been delivered to the site. The Engineer shall have the right to reject only material which, when retested, does not meet the requirements of the contract, plans, or specifications.

**60-05 Engineer's field office.** An Engineer's field office is not required.



**60-06 Storage of materials.** Materials shall be so stored as to assure the preservation of their quality and fitness for the work. Stored materials, even though approved before storage, may again be inspected prior to their use in the work. Stored materials shall be located to facilitate their prompt inspection. The Contractor shall coordinate the storage of all materials with the Engineer. Materials to be stored on airport property shall not create an obstruction to air navigation nor shall they interfere with the free and unobstructed movement of aircraft. Unless otherwise shown on the plans, the storage of materials and the location of the Contractor's plant and parked equipment or vehicles shall be as directed by the Engineer. Private property shall not be used for storage purposes without written permission of the Owner or lessee of such property. The Contractor shall make all arrangements and bear all expenses for the storage of materials on private property. Upon request, the Contractor shall furnish the Engineer a copy of the property Owner's permission.

All storage sites on private or airport property shall be restored to their original condition by the Contractor at his or her entire expense, except as otherwise agreed to (in writing) by the Owner or lessee of the property.

**60-07 Unacceptable materials.** Any material or assembly that does not conform to the requirements of the contract, plans, or specifications shall be considered unacceptable and shall be rejected. The Contractor shall remove any rejected material or assembly from the site of the work, unless otherwise instructed by the Engineer.

Rejected material or assembly, the defects of which have been corrected by the Contractor, shall not be returned to the site of the work until such time as the Engineer has approved its use in the work.

**60-08 Owner furnished materials.** The Contractor shall furnish all materials required to complete the work, except those specified, if any, to be furnished by the Owner. Owner-furnished materials shall be made available to the Contractor at the location specified.

All costs of handling, transportation from the specified location to the site of work, storage, and installing Owner-furnished materials shall be included in the unit price bid for the contract item in which such Owner-furnished material is used.

After any Owner-furnished material has been delivered to the location specified, the Contractor shall be responsible for any demurrage, damage, loss, or other deficiencies that may occur during the Contractor's handling, storage, or use of such Owner-furnished material. The Owner will deduct from any monies due or to become due the Contractor any cost incurred by the Owner in making good such loss due to the Contractor's handling, storage, or use of Owner-furnished materials.

## END OF SECTION 60



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## Section 70 Legal Regulations and Responsibility to Public

**70-01 Laws to be observed.** The Contractor shall keep fully informed of all Federal and state laws, all local laws, ordinances, and regulations and all orders and decrees of bodies or tribunals having any jurisdiction or authority, which in any manner affect those engaged or employed on the work, or which in any way affect the conduct of the work. The Contractor shall at all times observe and comply with all such laws, ordinances, regulations, orders, and decrees; and shall protect and indemnify the Owner and all his or her officers, agents, or servants against any claim or liability arising from or based on the violation of any such law, ordinance, regulation, order, or decree, whether by the Contractor or the Contractor's employees.

**70-02 Permits, licenses, and taxes.** The Contractor shall procure all permits and licenses, pay all charges, fees, and taxes, and give all notices necessary and incidental to the due and lawful execution of the work.

**70-03 Patented devices, materials, and processes.** If the Contractor is required or desires to use any design, device, material, or process covered by letters of patent or copyright, the Contractor shall provide for such use by suitable legal agreement with the Patentee or Owner. The Contractor and the surety shall indemnify and hold harmless the Owner, any third party, or political subdivision from any and all claims for infringement by reason of the use of any such patented design, device, material or process, or any trademark or copyright, and shall indemnify the Owner for any costs, expenses, and damages which it may be obliged to pay by reason of an infringement, at any time during the execution or after the completion of the work.

**70-04 Restoration of surfaces disturbed by others.** The Owner reserves the right to authorize the construction, reconstruction, or maintenance of any public or private utility service, FAA or National Oceanic and Atmospheric Administration (NOAA) facility, or a utility service of another government agency at any time during the progress of the work. To the extent that such construction, reconstruction, or maintenance has been coordinated with the Owner, such authorized work (by others) is indicated as follows: **None Within Project Area**

Except as listed above, the Contractor shall not permit any individual, firm, or corporation to excavate or otherwise disturb such utility services or facilities located within the limits of the work without the written permission of the Engineer.

Should the Owner of public or private utility service, FAA, or NOAA facility, or a utility service of another government agency be authorized to construct, reconstruct, or maintain such utility service or facility during the progress of the work, the Contractor shall cooperate with such Owners by arranging and performing the work in this contract to facilitate such construction, reconstruction or maintenance by others whether or not such work by others is listed above. When ordered as extra work by the Engineer, the Contractor shall make all necessary repairs to the work which are due to such authorized work by others, unless otherwise provided for in the contract, plans, or specifications. It is understood and agreed that the Contractor shall not be entitled to make any claim for damages due to such authorized work by others or for any delay to the work resulting from such authorized work.

**70-05 Federal aid participation.** For Airport Improvement Program (AIP) contracts, the United States Government has agreed to reimburse the Owner for some portion of the contract costs. Such reimbursement is made from time to time upon the Owner's request to the FAA. In consideration of the United States Government's (FAA's) agreement with the Owner, the Owner has included provisions in this contract pursuant to the requirements of Title 49 of the USC and the Rules and Regulations of the FAA that pertain to the work.



As required by the USC, the contract work is subject to the inspection and approval of duly authorized representatives of the FAA Administrator, and is further subject to those provisions of the rules and regulations that are cited in the contract, plans, or specifications.

No requirement of the USC, the rules and regulations implementing the USC, or this contract shall be construed as making the Federal Government a party to the contract nor will any such requirement interfere, in any way, with the rights of either party to the contract.

**70-06 Sanitary, health, and safety provisions.** The Contractor shall provide and maintain in a neat, sanitary condition such accommodations for the use of his or her employees as may be necessary to comply with the requirements of the state and local Board of Health, or of other bodies or tribunals having jurisdiction.

Attention is directed to Federal, state, and local laws, rules and regulations concerning construction safety and health standards. The Contractor shall not require any worker to work in surroundings or under conditions that are unsanitary, hazardous, or dangerous to his or her health or safety.

**70-07 Public convenience and safety.** The Contractor shall control his or her operations and those of his or her subcontractors and all suppliers, to assure the least inconvenience to the traveling public. Under all circumstances, safety shall be the most important consideration.

The Contractor shall maintain the free and unobstructed movement of aircraft and vehicular traffic with respect to his or her own operations and those of his or her subcontractors and all suppliers in accordance with the subsection 40-05 titled MAINTENANCE OF TRAFFIC of Section 40 hereinbefore specified and shall limit such operations for the convenience and safety of the traveling public as specified in the subsection 80-04 titled LIMITATION OF OPERATIONS of Section 80 hereinafter.

**70-08 Barricades, warning signs, and hazard markings.** The Contractor shall furnish, erect, and maintain all barricades, warning signs, and markings for hazards necessary to protect the public and the work. When used during periods of darkness, such barricades, warning signs, and hazard markings shall be suitably illuminated. Unless otherwise specified, barricades, warning signs, and markings for hazards that are in the air operations area (AOAs) shall be a maximum of 18 inches (0.5 m) high. Unless otherwise specified, barricades shall be spaced not more than 4 feet (1.2 m) apart. Barricades, warning signs, and markings shall be paid for under subsection 40-05.

For vehicular and pedestrian traffic, the Contractor shall furnish, erect, and maintain barricades, warning signs, lights and other traffic control devices in reasonable conformity with the Manual on Uniform Traffic Control Devices.

When the work requires closing an air operations area of the airport or portion of such area, the Contractor shall furnish, erect, and maintain temporary markings and associated lighting conforming to the requirements of advisory circular (AC) 150/5340-1, Standards for Airport Markings.

The Contractor shall furnish, erect, and maintain markings and associated lighting of open trenches, excavations, temporary stock piles, and the Contractor's parked construction equipment that may be hazardous to the operation of emergency fire-rescue or maintenance vehicles on the airport in reasonable conformance to AC 150/5370-2, Operational Safety on Airports During Construction.

The Contractor shall identify each motorized vehicle or piece of construction equipment in reasonable conformance to AC 150/5370-2.

The Contractor shall furnish and erect all barricades, warning signs, and markings for hazards prior to commencing work that requires such erection and shall maintain the barricades, warning signs, and markings for hazards until their removal is directed by the Engineer.

Open-flame type lights shall not be permitted.



**70-09 Use of explosives.** ~~The use use of explosives will not be permitted. When the use of explosives is necessary for the execution of the work, the Contractor shall exercise the utmost care not to endanger life or property, including new work. The Contractor shall be responsible for all damage resulting from the use of explosives.~~

~~All explosives shall be stored in a secure manner in compliance with all laws and ordinances, and all such storage places shall be clearly marked. Where no local laws or ordinances apply, storage shall be provided satisfactory to the Engineer and, in general, not closer than 1,000 feet (300 m) from the work or from any building, road, or other place of human occupancy.~~

~~The Contractor shall notify each property Owner and public utility company having structures or facilities in proximity to the site of the work of his or her intention to use explosives. Such notice shall be given sufficiently in advance to enable them to take such steps as they may deem necessary to protect their property from injury.~~

~~The use of electrical blasting caps shall not be permitted on or within 1,000 feet (300 m) of the airport property.~~

**70-10 Protection and restoration of property and landscape.** The Contractor shall be responsible for the preservation of all public and private property, and shall protect carefully from disturbance or damage all land monuments and property markers until the Engineer has witnessed or otherwise referenced their location and shall not move them until directed.

The Contractor shall be responsible for all damage or injury to property of any character, during the execution of the work, resulting from any act, omission, neglect, or misconduct in manner or method of executing the work, or at any time due to defective work or materials, and said responsibility shall not be released until the project has been completed and accepted.

When or where any direct or indirect damage or injury is done to public or private property by or on account of any act, omission, neglect, or misconduct in the execution of the work, or in consequence of the non-execution thereof by the Contractor, the Contractor shall restore, at his or her own expense, such property to a condition similar or equal to that existing before such damage or injury was done, by repairing, or otherwise restoring as may be directed, or the Contractor shall make good such damage or injury in an acceptable manner.

**70-11 Responsibility for damage claims.** The Contractor shall indemnify and save harmless the Engineer and the Owner and their officers, and employees from all suits, actions, or claims, of any character, brought because of any injuries or damage received or sustained by any person, persons, or property on account of the operations of the Contractor; or on account of or in consequence of any neglect in safeguarding the work; or through use of unacceptable materials in constructing the work; or because of any act or omission, neglect, or misconduct of said Contractor; or because of any claims or amounts recovered from any infringements of patent, trademark, or copyright; or from any claims or amounts arising or recovered under the "Workmen's Compensation Act," or any other law, ordinance, order, or decree. Money due the Contractor under and by virtue of his or her contract considered necessary by the Owner for such purpose may be retained for the use of the Owner or, in case no money is due, his or her surety may be held until such suits, actions, or claims for injuries or damages shall have been settled and suitable evidence to that effect furnished to the Owner, except that money due the Contractor will not be withheld when the Contractor produces satisfactory evidence that he or she is adequately protected by public liability and property damage insurance.

**70-12 Third party beneficiary clause.** It is specifically agreed between the parties executing the contract that it is not intended by any of the provisions of any part of the contract to create for the public or any member thereof, a third party beneficiary or to authorize anyone not a party to the contract to maintain a suit for personal injuries or property damage pursuant to the terms or provisions of the contract.



**70-13 Opening sections of the work to traffic.** Should it be necessary for the Contractor to complete portions of the contract work for the beneficial occupancy of the Owner prior to completion of the entire contract, such “phasing” of the work shall be specified herein and indicated on the plans. When so specified, the Contractor shall complete such portions of the work on or before the date specified or as otherwise specified. The Contractor shall make his or her own estimate of the difficulties involved in arranging the work to permit such beneficial occupancy by the Owner as described below: **in the Construction Safety and Phasing Plan (CSPP).**

Upon completion of any portion of the work listed above, such portion shall be accepted by the Owner in accordance with the subsection 50-14 titled PARTIAL ACCEPTANCE of Section 50.

No portion of the work may be opened by the Contractor for public use until ordered by the Engineer in writing. Should it become necessary to open a portion of the work to public traffic on a temporary or intermittent basis, such openings shall be made when, in the opinion of the Engineer, such portion of the work is in an acceptable condition to support the intended traffic. Temporary or intermittent openings are considered to be inherent in the work and shall not constitute either acceptance of the portion of the work so opened or a waiver of any provision of the contract. Any damage to the portion of the work so opened that is not attributable to traffic which is permitted by the Owner shall be repaired by the Contractor at his or her expense.

The Contractor shall make his or her own estimate of the inherent difficulties involved in completing the work under the conditions herein described and shall not claim any added compensation by reason of delay or increased cost due to opening a portion of the contract work.

Contractor shall be required to conform to safety standards contained AC 150/5370-2 (see Special Provisions).

Contractor shall refer to the approved Construction Safety Phasing Plan (CSPP) to identify barricade requirements and other safety requirements prior to opening up sections of work to traffic.

**70-14 Contractor’s responsibility for work.** Until the Engineer’s final written acceptance of the entire completed work, excepting only those portions of the work accepted in accordance with the subsection 50-14 titled PARTIAL ACCEPTANCE of Section 50, the Contractor shall have the charge and care thereof and shall take every precaution against injury or damage to any part due to the action of the elements or from any other cause, whether arising from the execution or from the non-execution of the work. The Contractor shall rebuild, repair, restore, and make good all injuries or damages to any portion of the work occasioned by any of the above causes before final acceptance and shall bear the expense thereof except damage to the work due to unforeseeable causes beyond the control of and without the fault or negligence of the Contractor, including but not restricted to acts of God such as earthquake, tidal wave, tornado, hurricane or other cataclysmic phenomenon of nature, or acts of the public enemy or of government authorities.

If the work is suspended for any cause whatever, the Contractor shall be responsible for the work and shall take such precautions necessary to prevent damage to the work. The Contractor shall provide for normal drainage and shall erect necessary temporary structures, signs, or other facilities at his or her expense. During such period of suspension of work, the Contractor shall properly and continuously maintain in an acceptable growing condition all living material in newly established planting, seeding, and sodding furnished under the contract, and shall take adequate precautions to protect new tree growth and other important vegetative growth against injury.

**70-15 Contractor’s responsibility for utility service and facilities of others.** As provided in the subsection 70-04 titled RESTORATION OF SURFACES DISTURBED BY OTHERS of this section, the Contractor shall cooperate with the Owner of any public or private utility service, FAA or NOAA, or a utility service of another government agency that may be authorized by the Owner to construct, reconstruct or maintain such utility services or facilities during the progress of the work. In addition, the



Contractor shall control their operations to prevent the unscheduled interruption of such utility services and facilities.

To the extent that such public or private utility services, FAA, or NOAA facilities, or utility services of another governmental agency are known to exist within the limits of the contract work, the approximate locations have been indicated on the plans and the Owners are indicated as follows: **FAA**

It is understood and agreed that the Owner does not guarantee the accuracy or the completeness of the location information relating to existing utility services, facilities, or structures that may be shown on the plans or encountered in the work. Any inaccuracy or omission in such information shall not relieve the Contractor of the responsibility to protect such existing features from damage or unscheduled interruption of service.

It is further understood and agreed that the Contractor shall, upon execution of the contract, notify the Owners of all utility services or other facilities of his or her plan of operations. Such notification shall be in writing addressed to THE PERSON TO CONTACT as provided in this subsection and subsection 70-04 titled RESTORATION OF SURFACES DISTURBED BY OTHERS of this section. A copy of each notification shall be given to the Engineer.

In addition to the general written notification provided, it shall be the responsibility of the Contractor to keep such individual Owners advised of changes in their plan of operations that would affect such Owners.

Prior to beginning the work in the general vicinity of an existing utility service or facility, the Contractor shall again notify each such Owner of their plan of operation. If, in the Contractor's opinion, the Owner's assistance is needed to locate the utility service or facility or the presence of a representative of the Owner is desirable to observe the work, such advice should be included in the notification. Such notification shall be given by the most expeditious means to reach the utility owner's PERSON TO CONTACT no later than two normal business days prior to the Contractor's commencement of operations in such general vicinity. The Contractor shall furnish a written summary of the notification to the Engineer.

The Contractor's failure to give the two days' notice shall be cause for the Owner to suspend the Contractor's operations in the general vicinity of a utility service or facility.

Where the outside limits of an underground utility service have been located and staked on the ground, the Contractor shall be required to use hand excavation methods within 3 feet (1 m) of such outside limits at such points as may be required to ensure protection from damage due to the Contractor's operations.

Should the Contractor damage or interrupt the operation of a utility service or facility by accident or otherwise, the Contractor shall immediately notify the proper authority and the Engineer and shall take all reasonable measures to prevent further damage or interruption of service. The Contractor, in such events, shall cooperate with the utility service or facility owner and the Engineer continuously until such damage has been repaired and service restored to the satisfaction of the utility or facility owner.

The Contractor shall bear all costs of damage and restoration of service to any utility service or facility due to their operations whether due to negligence or accident. The Owner reserves the right to deduct such costs from any monies due or which may become due the Contractor, or his or her surety.

**70-15.1 FAA facilities and cable runs.** The Contractor is hereby advised that the construction limits of the project include existing facilities and buried cable runs that are owned, operated and maintained by the FAA. The Contractor, during the execution of the project work, shall comply with the following:

**a.** The Contractor shall permit FAA maintenance personnel the right of access to the project work site for purposes of inspecting and maintaining all existing FAA owned facilities.



**b.** The Contractor shall provide notice to the FAA Air Traffic Organization (ATO)/Technical Operations/System Support Center (SSC) Point-of-Contact through the Airport Engineer a minimum of seven (7) calendar days prior to commencement of construction activities in order to permit sufficient time to locate and mark existing buried cables and to schedule any required facility outages.

**c.** If execution of the project work requires a facility outage, the Contractor shall contact the FAA Point-of-Contact a minimum of 72 hours prior to the time of the required outage.

**d.** Any damage to FAA cables, access roads, or FAA facilities during construction caused by the Contractor's equipment or personnel whether by negligence or accident will require the Contractor to repair or replace the damaged cables, access road, or FAA facilities to FAA requirements. The Contractor shall not bear the cost to repair damage to underground facilities or utilities improperly located by the FAA.

**e.** If the project work requires the cutting or splicing of FAA owned cables, the FAA Point-of-Contact shall be contacted a minimum of 72 hours prior to the time the cable work commences. The FAA reserves the right to have a FAA representative on site to observe the splicing of the cables as a condition of acceptance. All cable splices are to be accomplished in accordance with FAA specifications and require approval by the FAA Point-of-Contact as a condition of acceptance by the Owner. The Contractor is hereby advised that FAA restricts the location of where splices may be installed. If a cable splice is required in a location that is not permitted by FAA, the Contractor shall furnish and install a sufficient length of new cable that eliminates the need for any splice. ]

**70-16 Furnishing rights-of-way.** The Owner will be responsible for furnishing all rights-of-way upon which the work is to be constructed in advance of the Contractor's operations.

**70-17 Personal liability of public officials.** In carrying out any of the contract provisions or in exercising any power or authority granted by this contract, there shall be no liability upon the Engineer, his or her authorized representatives, or any officials of the Owner either personally or as an official of the Owner. It is understood that in such matters they act solely as agents and representatives of the Owner.

**70-18 No waiver of legal rights.** Upon completion of the work, the Owner will expeditiously make final inspection and notify the Contractor of final acceptance. Such final acceptance, however, shall not preclude or stop the Owner from correcting any measurement, estimate, or certificate made before or after completion of the work, nor shall the Owner be precluded or stopped from recovering from the Contractor or his or her surety, or both, such overpayment as may be sustained, or by failure on the part of the Contractor to fulfill his or her obligations under the contract. A waiver on the part of the Owner of any breach of any part of the contract shall not be held to be a waiver of any other or subsequent breach.

The Contractor, without prejudice to the terms of the contract, shall be liable to the Owner for latent defects, fraud, or such gross mistakes as may amount to fraud, or as regards the Owner's rights under any warranty or guaranty.

**70-19 Environmental protection.** The Contractor shall comply with all Federal, state, and local laws and regulations controlling pollution of the environment. The Contractor shall take necessary precautions to prevent pollution of streams, lakes, ponds, and reservoirs with fuels, oils, bitumens, chemicals, or other harmful materials and to prevent pollution of the atmosphere from particulate and gaseous matter.



**70-20 Archaeological and historical findings.** Unless otherwise specified in this subsection, the Contractor is advised that the site of the work is not within any property, district, or site, and does not contain any building, structure, or object listed in the current National Register of Historic Places published by the United States Department of Interior.

Should the Contractor encounter, during his or her operations, any building, part of a building, structure, or object that is incongruous with its surroundings, the Contractor shall immediately cease operations in that location and notify the Engineer. The Engineer will immediately investigate the Contractor's finding and the Owner will direct the Contractor to either resume operations or to suspend operations as directed.

Should the Owner order suspension of the Contractor's operations in order to protect an archaeological or historical finding, or order the Contractor to perform extra work, such shall be covered by an appropriate contract change order or supplemental agreement as provided in the subsection 40-04 titled EXTRA WORK of Section 40 and the subsection 90-05 titled PAYMENT FOR EXTRA WORK of Section 90. If appropriate, the contract change order or supplemental agreement shall include an extension of contract time in accordance with the subsection 80-07 titled DETERMINATION AND EXTENSION OF CONTRACT TIME of Section 80.

**END OF SECTION 70**



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## Section 80 Execution and Progress

**80-01 Subletting of contract.** The Owner will not recognize any subcontractor on the work. The Contractor shall at all times when work is in progress be represented either in person, by a qualified superintendent, or by other designated, qualified representative who is duly authorized to receive and execute orders of the Engineer.

The Contractor shall provide copies of all subcontracts to the Engineer. The Contractor shall perform, with his organization, an amount of work equal to at least **twenty-five (25)** percent of the total contract cost.

Should the Contractor elect to assign his or her contract, said assignment shall be concurred in by the surety, shall be presented for the consideration and approval of the Owner, and shall be consummated only on the written approval of the Owner.

**80-02 Notice to proceed.** The notice to proceed shall state the date on which it is expected the Contractor will begin the construction and from which date contract time will be charged. The Contractor shall begin the work to be performed under the contract within 10 days of the date set by the Engineer in the written notice to proceed, but in any event, the Contractor shall notify the Engineer at least 24 hours in advance of the time actual construction operations will begin. The Contractor shall not commence any actual construction prior to the date on which the notice to proceed is issued by the Owner.

**80-03 Execution and progress.** Unless otherwise specified, the Contractor shall submit their progress schedule for the Engineer's approval within 10 days after the effective date of the notice to proceed. The Contractor's progress schedule, when approved by the Engineer, may be used to establish major construction operations and to check on the progress of the work. The Contractor shall provide sufficient materials, equipment, and labor to guarantee the completion of the project in accordance with the plans and specifications within the time set forth in the proposal.

If the Contractor falls significantly behind the submitted schedule, the Contractor shall, upon the Engineer's request, submit a revised schedule for completion of the work within the contract time and modify their operations to provide such additional materials, equipment, and labor necessary to meet the revised schedule. Should the execution of the work be discontinued for any reason, the Contractor shall notify the Engineer at least 24 hours in advance of resuming operations.

The Contractor shall not commence any actual construction prior to the date on which the notice to proceed is issued by the Owner.

**80-04 Limitation of operations.** The Contractor shall control his or her operations and the operations of his or her subcontractors and all suppliers to provide for the free and unobstructed movement of aircraft in the air operations areas (AOA) of the airport.

When the work requires the Contractor to conduct his or her operations within an AOA of the airport, the work shall be coordinated with airport operations (through the Engineer) at least 48 hours prior to commencement of such work. The Contractor shall not close an AOA until so authorized by the Engineer and until the necessary temporary marking and associated lighting is in place as provided in the subsection 70-08 titled BARRICADES, WARNING SIGNS, AND HAZARD MARKINGS of Section 70.

When the contract work requires the Contractor to work within an AOA of the airport on an intermittent basis (intermittent opening and closing of the AOA), the Contractor shall maintain constant



communications as specified; immediately obey all instructions to vacate the AOA; immediately obey all instructions to resume work in such AOA. Failure to maintain the specified communications or to obey instructions shall be cause for suspension of the Contractor's operations in the AOA until the satisfactory conditions are provided. The following AOA cannot be closed to operating aircraft to permit the Contractor's operations on a continuous basis and will therefore be closed to aircraft operations intermittently as follows: **identified in the Construction Safety and Phasing Plan (CSPP).**

Contractor shall be required to conform to safety standards contained in AC 150/5370-2, Operational Safety on Airports During Construction (see Special Provisions).

**80-04.1 Operational safety on airport during construction.** All Contractors' operations shall be conducted in accordance with the project Construction Safety and Phasing Plan (CSPP) and the provisions set forth within the current version of AC 150/5370-2. The CSPP included within the contract documents conveys minimum requirements for operational safety on the airport during construction activities. The Contractor shall prepare and submit a Safety Plan Compliance Document that details how it proposes to comply with the requirements presented within the CSPP.

The Contractor shall implement all necessary safety plan measures prior to commencement of any work activity. The Contractor shall conduct routine checks to assure compliance with the safety plan measures.

The Contractor is responsible to the Owner for the conduct of all subcontractors it employs on the project. The Contractor shall assure that all subcontractors are made aware of the requirements of the CSPP and that they implement and maintain all necessary measures.

No deviation or modifications may be made to the approved CSPP unless approved in writing by the Owner or Engineer.

**80-05 Character of workers, methods, and equipment.** The Contractor shall, at all times, employ sufficient labor and equipment for prosecuting the work to full completion in the manner and time required by the contract, plans, and specifications.

All workers shall have sufficient skill and experience to perform properly the work assigned to them. Workers engaged in special work or skilled work shall have sufficient experience in such work and in the operation of the equipment required to perform the work satisfactorily.

Any person employed by the Contractor or by any subcontractor who violates any operational regulations or operational safety requirements and, in the opinion of the Engineer, does not perform his work in a proper and skillful manner or is intemperate or disorderly shall, at the written request of the Engineer, be removed forthwith by the Contractor or subcontractor employing such person, and shall not be employed again in any portion of the work without approval of the Engineer.

Should the Contractor fail to remove such persons or person, or fail to furnish suitable and sufficient personnel for the proper execution of the work, the Engineer may suspend the work by written notice until compliance with such orders.

All equipment that is proposed to be used on the work shall be of sufficient size and in such mechanical condition as to meet requirements of the work and to produce a satisfactory quality of work. Equipment used on any portion of the work shall be such that no injury to previously completed work, adjacent property, or existing airport facilities will result from its use.

When the methods and equipment to be used by the Contractor in accomplishing the work are not prescribed in the contract, the Contractor is free to use any methods or equipment that will accomplish the work in conformity with the requirements of the contract, plans, and specifications.

When the contract specifies the use of certain methods and equipment, such methods and equipment shall be used unless others are authorized by the Engineer. If the Contractor desires to use a method or type of



equipment other than specified in the contract, the Contractor may request authority from the Engineer to do so. The request shall be in writing and shall include a full description of the methods and equipment proposed and of the reasons for desiring to make the change. If approval is given, it will be on the condition that the Contractor will be fully responsible for producing work in conformity with contract requirements. If, after trial use of the substituted methods or equipment, the Engineer determines that the work produced does not meet contract requirements, the Contractor shall discontinue the use of the substitute method or equipment and shall complete the remaining work with the specified methods and equipment. The Contractor shall remove any deficient work and replace it with work of specified quality, or take such other corrective action as the Engineer may direct. No change will be made in basis of payment for the contract items involved nor in contract time as a result of authorizing a change in methods or equipment under this subsection.

**80-06 Temporary suspension of the work.** The Owner shall have the authority to suspend the work wholly, or in part, for such period or periods as the Owner may deem necessary, due to unsuitable weather, or such other conditions as are considered unfavorable for the execution of the work, or for such time as is necessary due to the failure on the part of the Contractor to carry out orders given or perform any or all provisions of the contract.

In the event that the Contractor is ordered by the Owner, in writing, to suspend work for some unforeseen cause not otherwise provided for in the contract and over which the Contractor has no control, the Contractor may be reimbursed for actual money expended on the work during the period of shutdown. No allowance will be made for anticipated profits. The period of shutdown shall be computed from the effective date of the Engineer's order to suspend work to the effective date of the Engineer's order to resume the work. Claims for such compensation shall be filed with the Engineer within the time period stated in the Engineer's order to resume work. The Contractor shall submit with his or her claim information substantiating the amount shown on the claim. The Engineer will forward the Contractor's claim to the Owner for consideration in accordance with local laws or ordinances. No provision of this article shall be construed as entitling the Contractor to compensation for delays due to inclement weather, for suspensions made at the request of the Owner, or for any other delay provided for in the contract, plans, or specifications.

If it should become necessary to suspend work for an indefinite period, the Contractor shall store all materials in such manner that they will not become an obstruction nor become damaged in any way. The Contractor shall take every precaution to prevent damage or deterioration of the work performed and provide for normal drainage of the work. The Contractor shall erect temporary structures where necessary to provide for traffic on, to, or from the airport.

**80-07 Determination and extension of contract time.** The number of calendar or working days allowed for completion of the work shall be stated in the proposal and contract and shall be known as the CONTRACT TIME.

Should the contract time require extension for reasons beyond the Contractor's control, it shall be adjusted as follows:

**a. CONTRACT TIME based on WORKING DAYS** shall be calculated weekly by the Engineer. The Engineer will furnish the Contractor a copy of his or her weekly statement of the number of working days charged against the contract time during the week and the number of working days currently specified for completion of the contract (the original contract time plus the number of working days, if any, that have been included in approved CHANGE ORDERS or SUPPLEMENTAL AGREEMENTS covering EXTRA WORK).

The Engineer shall base his or her weekly statement of contract time charged on the following considerations:



(1) No time shall be charged for days on which the Contractor is unable to proceed with the principal item of work under construction at the time for at least six (6) hours with the normal work force employed on such principal item. Should the normal work force be on a double-shift, 12 hours shall be used. Should the normal work force be on a triple-shift, 18 hours shall apply. Conditions beyond the Contractor's control such as strikes, lockouts, unusual delays in transportation, temporary suspension of the principal item of work under construction or temporary suspension of the entire work which have been ordered by the Owner for reasons not the fault of the Contractor, shall not be charged against the contract time.

(2) The Engineer will not make charges against the contract time prior to the effective date of the notice to proceed.

(3) The Engineer will begin charges against the contract time on the first working day after the effective date of the notice to proceed.

(4) The Engineer will not make charges against the contract time after the date of final acceptance as defined in the subsection 50-15 titled FINAL ACCEPTANCE of Section 50.

(5) The Contractor will be allowed one (1) week in which to file a written protest setting forth his or her objections to the Engineer's weekly statement. If no objection is filed within such specified time, the weekly statement shall be considered as acceptable to the Contractor.

The contract time (stated in the proposal) is based on the originally estimated quantities as described in the subsection 20-05 titled INTERPRETATION OF ESTIMATED PROPOSAL QUANTITIES of Section 20. Should the satisfactory completion of the contract require performance of work in greater quantities than those estimated in the proposal, the contract time shall be increased in the same proportion as the cost of the actually completed quantities bears to the cost of the originally estimated quantities in the proposal. Such increase in contract time shall not consider either the cost of work or the extension of contract time that has been covered by change order or supplemental agreement and shall be made at the time of final payment.

**b.** Contract Time based on calendar days shall consist of the number of calendar days stated in the contract counting from the effective date of the notice to proceed and including all Saturdays, Sundays, holidays, and non-work days. All calendar days elapsing between the effective dates of the Owner's orders to suspend and resume all work, due to causes not the fault of the Contractor, shall be excluded.

At the time of final payment, the contract time shall be increased in the same proportion as the cost of the actually completed quantities bears to the cost of the originally estimated quantities in the proposal. Such increase in the contract time shall not consider either cost of work or the extension of contract time that has been covered by a change order or supplemental agreement. Charges against the contract time will cease as of the date of final acceptance.

**c.** When the contract time is a specified completion date, it shall be the date on which all contract work shall be substantially complete.

If the Contractor finds it impossible for reasons beyond his or her control to complete the work within the contract time as specified, or as extended in accordance with the provisions of this subsection, the Contractor may, at any time prior to the expiration of the contract time as extended, make a written request to the Owner for an extension of time setting forth the reasons which the Contractor believes will justify the granting of his or her request. Requests for extension of time on calendar day projects, caused by inclement weather, shall be supported with National Weather Bureau data showing the actual amount of inclement weather exceeded what could normally be expected during the contract period. The Contractor's plea that insufficient time was specified is not a valid reason for extension of time. If the supporting documentation justify the work was delayed because of conditions beyond the control and without the fault of the Contractor, the Owner may extend the time for completion by a change order that



adjusts the contract time or completion date. The extended time for completion shall then be in full force and effect, the same as though it were the original time for completion.

**80-08 Failure to complete on time.** For each calendar day or working day, as specified in the contract, that any work remains uncompleted after the contract time (including all extensions and adjustments as provided in the subsection 80-07 titled DETERMINATION AND EXTENSION OF CONTRACT TIME of this Section) the sum specified in the contract and proposal as liquidated damages will be deducted from any money due or to become due the Contractor or his or her surety. Such deducted sums shall not be deducted as a penalty but shall be considered as liquidation of a reasonable portion of damages including but not limited to additional engineering services that will be incurred by the Owner should the Contractor fail to complete the work in the time provided in their contract.

Schedule	Liquidated Damages Cost	Allowed Construction Time
Overall	\$500.00/Day	45 Calendar Days

The maximum construction time allowed for Schedules overall will be the sum of the time allowed for individual schedules but not more than 45 calendar days. Permitting the Contractor to continue and finish the work or any part of it after the time fixed for its completion, or after the date to which the time for completion may have been extended, will in no way operate as a waiver on the part of the Owner of any of its rights under the contract.

**80-09 Default and termination of contract.** The Contractor shall be considered in default of his or her contract and such default will be considered as cause for the Owner to terminate the contract for any of the following reasons if the Contractor:

- a. Fails to begin the work under the contract within the time specified in the Notice to Proceed, or
- b. Fails to perform the work or fails to provide sufficient workers, equipment and/or materials to assure completion of work in accordance with the terms of the contract, or
- c. Performs the work unsuitably or neglects or refuses to remove materials or to perform anew such work as may be rejected as unacceptable and unsuitable, or
- d. Discontinues the execution of the work, or
- e. Fails to resume work which has been discontinued within a reasonable time after notice to do so, or
- f. Becomes insolvent or is declared bankrupt, or commits any act of bankruptcy or insolvency, or
- g. Allows any final judgment to stand against the Contractor unsatisfied for a period of 10 days, or
- h. Makes an assignment for the benefit of creditors, or
- i. For any other cause whatsoever, fails to carry on the work in an acceptable manner.

Should the Engineer consider the Contractor in default of the contract for any reason above, the Engineer shall immediately give written notice to the Contractor and the Contractor's surety as to the reasons for considering the Contractor in default and the Owner's intentions to terminate the contract.

If the Contractor or surety, within a period of 10 days after such notice, does not proceed in accordance therewith, then the Owner will, upon written notification from the Engineer of the facts of such delay, neglect, or default and the Contractor's failure to comply with such notice, have full power and authority without violating the contract, to take the execution of the work out of the hands of the Contractor. The Owner may appropriate or use any or all materials and equipment that have been mobilized for use in the work and are acceptable and may enter into an agreement for the completion of said contract according to



the terms and provisions thereof, or use such other methods as in the opinion of the Engineer will be required for the completion of said contract in an acceptable manner.

All costs and charges incurred by the Owner, together with the cost of completing the work under contract, will be deducted from any monies due or which may become due the Contractor. If such expense exceeds the sum which would have been payable under the contract, then the Contractor and the surety shall be liable and shall pay to the Owner the amount of such excess.

**80-10 Termination for national emergencies.** The Owner shall terminate the contract or portion thereof by written notice when the Contractor is prevented from proceeding with the construction contract as a direct result of an Executive Order of the President with respect to the execution of war or in the interest of national defense.

When the contract, or any portion thereof, is terminated before completion of all items of work in the contract, payment will be made for the actual number of units or items of work completed at the contract price or as mutually agreed for items of work partially completed or not started. No claims or loss of anticipated profits shall be considered.

Reimbursement for organization of the work, and other overhead expenses, (when not otherwise included in the contract) and moving equipment and materials to and from the job will be considered, the intent being that an equitable settlement will be made with the Contractor.

Acceptable materials, obtained or ordered by the Contractor for the work and that are not incorporated in the work shall, at the option of the Contractor, be purchased from the Contractor at actual cost as shown by receipted bills and actual cost records at such points of delivery as may be designated by the Engineer.

Termination of the contract or a portion thereof shall neither relieve the Contractor of his or her responsibilities for the completed work nor shall it relieve his or her surety of its obligation for and concerning any just claim arising out of the work performed.

**80-11 Work area, storage area and sequence of operations.** The Contractor shall obtain approval from the Engineer prior to beginning any work in all areas of the airport. No operating runway, taxiway, or air operations area (AOA) shall be crossed, entered, or obstructed while it is operational. The Contractor shall plan and coordinate his or her work in such a manner as to ensure safety and a minimum of hindrance to flight operations. All Contractor equipment and material stockpiles shall be stored a minimum or 75 feet from the centerline of an active runway. No equipment will be allowed to park within the approach area of an active runway at any time. No equipment shall be within 125 feet of an active runway at any time.

## END OF SECTION 80



## Section 90 Measurement and Payment

**90-01 Measurement of quantities.** All work completed under the contract will be measured by the Engineer, or his or her authorized representatives, using United States Customary Units of Measurement or the International System of Units.

The method of measurement and computations to be used in determination of quantities of material furnished and of work performed under the contract will be those methods generally recognized as conforming to good engineering practice.

Unless otherwise specified, longitudinal measurements for area computations will be made horizontally, and no deductions will be made for individual fixtures (or leave-outs) having an area of 9 square feet (0.8 square meters) or less. Unless otherwise specified, transverse measurements for area computations will be the neat dimensions shown on the plans or ordered in writing by the Engineer.

Structures will be measured according to neat lines shown on the plans or as altered to fit field conditions.

Unless otherwise specified, all contract items which are measured by the linear foot such as electrical ducts, conduits, pipe culverts, underdrains, and similar items shall be measured parallel to the base or foundation upon which such items are placed.

In computing volumes of excavation the average end area method or other acceptable methods will be used.

The thickness of plates and galvanized sheet used in the manufacture of corrugated metal pipe, metal plate pipe culverts and arches, and metal cribbing will be specified and measured in decimal fraction of inch.

The term “ton” will mean the short ton consisting of 2,000 lb (907 kg) avoirdupois. All materials that are measured or proportioned by weights shall be weighed on accurate, approved scales by competent, qualified personnel at locations designed by the Engineer. If material is shipped by rail, the car weight may be accepted provided that only the actual weight of material is paid for. However, car weights will not be acceptable for material to be passed through mixing plants. Trucks used to haul material being paid for by weight shall be weighed empty daily at such times as the Engineer directs, and each truck shall bear a plainly legible identification mark.

Materials to be measured by volume in the hauling vehicle shall be hauled in approved vehicles and measured therein at the point of delivery. Vehicles for this purpose may be of any size or type acceptable for the materials hauled, provided that the body is of such shape that the actual contents may be readily and accurately determined. All vehicles shall be loaded to at least their water level capacity, and all loads shall be leveled when the vehicles arrive at the point of delivery.

When requested by the Contractor and approved by the Engineer in writing, material specified to be measured by the cubic yard (cubic meter) may be weighed, and such weights will be converted to cubic yards (cubic meters) for payment purposes. Factors for conversion from weight measurement to volume measurement will be determined by the Engineer and shall be agreed to by the Contractor before such method of measurement of pay quantities is used.

Bituminous materials will be measured by the gallon (liter) or ton (kg). When measured by volume, such volumes will be measured at 60°F (16°C) or will be corrected to the volume at 60°F (16°C) using ASTM D1250 for asphalts or ASTM D633 for tars.



Net certified scale weights or weights based on certified volumes in the case of rail shipments will be used as a basis of measurement, subject to correction when bituminous material has been lost from the car or the distributor, wasted, or otherwise not incorporated in the work.

When bituminous materials are shipped by truck or transport, net certified weights by volume, subject to correction for loss or foaming, may be used for computing quantities.

Cement will be measured by the ton (kg) or hundredweight (km).

Timber will be measured by the thousand feet board measure (MFBM) actually incorporated in the structure. Measurement will be based on nominal widths and thicknesses and the extreme length of each piece.

The term “lump sum” when used as an item of payment will mean complete payment for the work described in the contract.

When a complete structure or structural unit (in effect, “lump sum” work) is specified as the unit of measurement, the unit will be construed to include all necessary fittings and accessories.

Rental of equipment will be measured by time in hours of actual working time and necessary traveling time of the equipment within the limits of the work. Special equipment ordered by the Engineer in connection with force account work will be measured as agreed in the change order or supplemental agreement authorizing such force account work as provided in the subsection 90-05 titled PAYMENT FOR EXTRA WORK of this section.

When standard manufactured items are specified such as fence, wire, plates, rolled shapes, pipe conduit, etc., and these items are identified by gauge, unit weight, section dimensions, etc., such identification will be considered to be nominal weights or dimensions. Unless more stringently controlled by tolerances in cited specifications, manufacturing tolerances established by the industries involved will be accepted.

Scales for weighing materials which are required to be proportioned or measured and paid for by weight shall be furnished, erected, and maintained by the Contractor, or be certified permanently installed commercial scales.

Scales shall be accurate within 1/2% of the correct weight throughout the range of use. The Contractor shall have the scales checked under the observation of the inspector before beginning work and at such other times as requested. The intervals shall be uniform in spacing throughout the graduated or marked length of the beam or dial and shall not exceed one-tenth of 1% of the nominal rated capacity of the scale, but not less than 1 pound (454 grams). The use of spring balances will not be permitted.

Beams, dials, platforms, and other scale equipment shall be so arranged that the operator and the inspector can safely and conveniently view them.

Scale installations shall have available ten standard 50-pound (2.3 km) weights for testing the weighing equipment or suitable weights and devices for other approved equipment.

Scales must be tested for accuracy and serviced before use at a new site. Platform scales shall be installed and maintained with the platform level and rigid bulkheads at each end.

Scales “overweighing” (indicating more than correct weight) will not be permitted to operate, and all materials received subsequent to the last previous correct weighting-accuracy test will be reduced by the percentage of error in excess of one-half of 1%.

In the event inspection reveals the scales have been underweighing (indicating less than correct weight), they shall be adjusted, and no additional payment to the Contractor will be allowed for materials previously weighed and recorded.

All costs in connection with furnishing, installing, certifying, testing, and maintaining scales; for furnishing check weights and scale house; and for all other items specified in this subsection, for the



weighing of materials for proportioning or payment, shall be included in the unit contract prices for the various items of the project.

When the estimated quantities for a specific portion of the work are designated as the pay quantities in the contract, they shall be the final quantities for which payment for such specific portion of the work will be made, unless the dimensions of said portions of the work shown on the plans are revised by the Engineer. If revised dimensions result in an increase or decrease in the quantities of such work, the final quantities for payment will be revised in the amount represented by the authorized changes in the dimensions.

**90-02 Scope of payment.** The Contractor shall receive and accept compensation provided for in the contract as full payment for furnishing all materials, for performing all work under the contract in a complete and acceptable manner, and for all risk, loss, damage, or expense of whatever character arising out of the nature of the work or the execution thereof, subject to the provisions of the subsection 70-18 titled NO WAIVER OF LEGAL RIGHTS of Section 70.

When the “basis of payment” subsection of a technical specification requires that the contract price (price bid) include compensation for certain work or material essential to the item, this same work or material will not also be measured for payment under any other contract item which may appear elsewhere in the contract, plans, or specifications.

**90-03 Compensation for altered quantities.** When the accepted quantities of work vary from the quantities in the proposal, the Contractor shall accept as payment in full, so far as contract items are concerned, payment at the original contract price for the accepted quantities of work actually completed and accepted. No allowance, except as provided for in the subsection 40-02 titled ALTERATION OF WORK AND QUANTITIES of Section 40 will be made for any increased expense, loss of expected reimbursement, or loss of anticipated profits suffered or claimed by the Contractor which results directly from such alterations or indirectly from his or her unbalanced allocation of overhead and profit among the contract items, or from any other cause.

**90-04 Payment for omitted items.** As specified in the subsection 40-03 titled OMITTED ITEMS of Section 40, the Engineer shall have the right to omit from the work (order nonperformance) any contract item, except major contract items, in the best interest of the Owner.

Should the Engineer omit or order nonperformance of a contract item or portion of such item from the work, the Contractor shall accept payment in full at the contract prices for any work actually completed and acceptable prior to the Engineer’s order to omit or non-perform such contract item.

Acceptable materials ordered by the Contractor or delivered on the work prior to the date of the Engineer’s order will be paid for at the actual cost to the Contractor and shall thereupon become the property of the Owner.

In addition to the reimbursement hereinbefore provided, the Contractor shall be reimbursed for all actual costs incurred for the purpose of performing the omitted contract item prior to the date of the Engineer’s order. Such additional costs incurred by the Contractor must be directly related to the deleted contract item and shall be supported by certified statements by the Contractor as to the nature the amount of such costs.

**90-05 Payment for extra work.** Extra work, performed in accordance with the subsection 40-04 titled EXTRA WORK of Section 40, will be paid for at the contract prices or agreed prices specified in the change order or supplemental agreement authorizing the extra work.

**90-06 Partial payments.** Partial payments will be made to the Contractor at least once each month as the work progresses. Said payments will be based upon estimates, prepared by the Engineer, of the value of the work performed and materials complete and in place, in accordance with the contract, plans, and specifications. Such partial payments may also include the delivered actual cost of those materials stockpiled and stored in accordance with the subsection 90-07 titled PAYMENT FOR MATERIALS ON



HAND of this section. No partial payment will be made when the amount due to the Contractor since the last estimate amounts to less than five hundred dollars.

The Contractor is required to pay all subcontractors for satisfactory performance of their contracts no later than 30 days after the Contractor has received a partial payment. The Owner must ensure prompt and full payment of retainage from the prime Contractor to the subcontractor within 30 days after the subcontractor's work is satisfactorily completed. A subcontractor's work is satisfactorily completed when all the tasks called for in the subcontract have been accomplished and documented as required by the Owner. When the Owner has made an incremental acceptance of a portion of a prime contract, the work of a subcontractor covered by that acceptance is deemed to be satisfactorily completed.

From the total of the amount determined to be payable on a partial payment, five (5) percent of such total amount will be deducted and retained by the Owner until the final payment is made, except as may be provided (at the Contractor's option) in the subsection 90-08 titled PAYMENT OF WITHHELD FUNDS of this section. The balance (ninety-five (95) percent) insert balance of the amount payable, less all previous payments, shall be certified for payment. Should the Contractor exercise his or her option, as provided in the subsection 90-08 titled PAYMENT OF WITHHELD FUNDS of this section, no such percent retainage shall be deducted.

When at least 95% of the work has been completed, the Engineer shall, at the Owner's discretion and with the consent of the surety, prepare estimates of both the contract value and the cost of the remaining work to be done.

The Owner may retain an amount not less than twice the contract value or estimated cost, whichever is greater, of the work remaining to be done. The remainder, less all previous payments and deductions, will then be certified for payment to the Contractor.

It is understood and agreed that the Contractor shall not be entitled to demand or receive partial payment based on quantities of work in excess of those provided in the proposal or covered by approved change orders or supplemental agreements, except when such excess quantities have been determined by the Engineer to be a part of the final quantity for the item of work in question.

No partial payment shall bind the Owner to the acceptance of any materials or work in place as to quality or quantity. All partial payments are subject to correction at the time of final payment as provided in the subsection 90-09 titled ACCEPTANCE AND FINAL PAYMENT of this section.

The Contractor shall deliver to the Owner a complete release of all claims for labor and material arising out of this contract before the final payment is made. If any subcontractor or supplier fails to furnish such a release in full, the Contractor may furnish a bond or other collateral satisfactory to the Owner to indemnify the Owner against any potential lien or other such claim. The bond or collateral shall include all costs, expenses, and attorney fees the Owner may be compelled to pay in discharging any such lien or claim.

**90-07 Payment for materials on hand.** Partial payments may be made to the extent of the delivered cost of materials to be incorporated in the work, provided that such materials meet the requirements of the contract, plans, and specifications and are delivered to acceptable sites on the airport property or at other sites in the vicinity that are acceptable to the Owner. Such delivered costs of stored or stockpiled materials may be included in the next partial payment after the following conditions are met:

a. The material has been stored or stockpiled in a manner acceptable to the Engineer at or on an approved site.



**b.** The Contractor has furnished the Engineer with acceptable evidence of the quantity and quality of such stored or stockpiled materials.

**c.** The Contractor has furnished the Engineer with satisfactory evidence that the material and transportation costs have been paid.

**d.** The Contractor has furnished the Owner legal title (free of liens or encumbrances of any kind) to the material so stored or stockpiled.

**e.** The Contractor has furnished the Owner evidence that the material so stored or stockpiled is insured against loss by damage to or disappearance of such materials at any time prior to use in the work.

It is understood and agreed that the transfer of title and the Owner's payment for such stored or stockpiled materials shall in no way relieve the Contractor of his or her responsibility for furnishing and placing such materials in accordance with the requirements of the contract, plans, and specifications.

In no case will the amount of partial payments for materials on hand exceed the contract price for such materials or the contract price for the contract item in which the material is intended to be used.

No partial payment will be made for stored or stockpiled living or perishable plant materials.

The Contractor shall bear all costs associated with the partial payment of stored or stockpiled materials in accordance with the provisions of this subsection.

**90-08 Payment of withheld funds.** At the Contractor's option, if an Owner withholds retainage in accordance with the methods described in subsection 90-06 PARTIAL PAYMENTS, the Contractor may request that the Owner deposit the retainage into an escrow account. The Owner's deposit of retainage into an escrow account is subject to the following conditions:

**a.** The Contractor shall bear all expenses of establishing and maintaining an escrow account and escrow agreement acceptable to the Owner.

**b.** The Contractor shall deposit to and maintain in such escrow only those securities or bank certificates of deposit as are acceptable to the Owner and having a value not less than the retainage that would otherwise be withheld from partial payment.

**c.** The Contractor shall enter into an escrow agreement satisfactory to the Owner.

**d.** The Contractor shall obtain the written consent of the surety to such agreement.

**90-09 Acceptance and final payment.** When the contract work has been accepted in accordance with the requirements of the subsection 50-15 titled FINAL ACCEPTANCE of Section 50, the Engineer will prepare the final estimate of the items of work actually performed. The Contractor shall approve the Engineer's final estimate or advise the Engineer of the Contractor's objections to the final estimate which are based on disputes in measurements or computations of the final quantities to be paid under the contract as amended by change order or supplemental agreement. The Contractor and the Engineer shall resolve all disputes (if any) in the measurement and computation of final quantities to be paid within 30 calendar days of the Contractor's receipt of the Engineer's final estimate. If, after such 30-day period, a dispute still exists, the Contractor may approve the Engineer's estimate under protest of the quantities in dispute, and such disputed quantities shall be considered by the Owner as a claim in accordance with the subsection 50-16 titled CLAIMS FOR ADJUSTMENT AND DISPUTES of Section 50.

After the Contractor has approved, or approved under protest, the Engineer's final estimate, and after the Engineer's receipt of the project closeout documentation required in subsection 90-11 Project Closeout, final payment will be processed based on the entire sum, or the undisputed sum in case of approval under protest, determined to be due the Contractor less all previous payments and all amounts to be deducted under the provisions of the contract. All prior partial estimates and payments shall be subject to correction in the final estimate and payment.



If the Contractor has filed a claim for additional compensation under the provisions of the subsection 50-16 titled CLAIMS FOR ADJUSTMENTS AND DISPUTES of Section 50 or under the provisions of this subsection, such claims will be considered by the Owner in accordance with local laws or ordinances. Upon final adjudication of such claims, any additional payment determined to be due the Contractor will be paid pursuant to a supplemental final estimate.

Pursuant to Chapter 573 of the Code of Iowa, the Owner is required to retain, from all payments to the Contractor, 5 percent of the payment amount to be held for a period of not less than 30 days following final acceptance of the work. The amount so retained will be paid to the Contractor at the end of said 30-day period, provided that no claims or liens have been filed against said Contract. In the event that, at the end of said 30-day period, claims are on file as herein provided, the Owner shall continue to retain from said unpaid funds a sum not less than double the total amount of all claims on file, or the full 5 percent retainage amount, whichever is less.

#### **90-10 Construction warranty.**

**a.** In addition to any other warranties in this contract, the Contractor warrants that work performed under this contract conforms to the contract requirements and is free of any defect in equipment, material, workmanship, or design furnished, or performed by the Contractor or any subcontractor or supplier at any tier.

**b.** This warranty shall continue for a period of one year from the date of final acceptance of the work. If the Owner takes possession of any part of the work before final acceptance, this warranty shall continue for a period of one year from the date the Owner takes possession. However, this will not relieve the Contractor from corrective items required by the final acceptance of the project work.

**c.** The Contractor shall remedy at the Contractor's expense any failure to conform, or any defect. In addition, the Contractor shall remedy at the Contractor's expense any damage to Owner real or personal property, when that damage is the result of:

**(1)** The Contractor's failure to conform to contract requirements; or

**(2)** Any defect of equipment, material, workmanship, or design furnished by the Contractor.

**d.** The Contractor shall restore any work damaged in fulfilling the terms and conditions of this clause. The Contractor's warranty with respect to work repaired or replaced will run for one year from the date of repair or replacement.

**e.** The Owner will notify the Contractor, in writing, within **seven (7)** days after the discovery of any failure, defect, or damage.

**f.** If the Contractor fails to remedy any failure, defect, or damage within **fourteen (14)** days after receipt of notice, the Owner shall have the right to replace, repair, or otherwise remedy the failure, defect, or damage at the Contractor's expense.

**g.** With respect to all warranties, express or implied, from subcontractors, manufacturers, or suppliers for work performed and materials furnished under this contract, the Contractor shall: (1) Obtain all warranties that would be given in normal commercial practice; (2) Require all warranties to be executed, in writing, for the benefit of the Owner, as directed by the Owner, and (3) Enforce all warranties for the benefit of the Owner.

**h.** This warranty shall not limit the Owner's rights with respect to latent defects, gross mistakes, or fraud.



**90-11 Project closeout.** Approval of final payment to the Contractor is contingent upon completion and submittal of the items listed below. The final payment will not be approved until the Engineer approves the Contractor's final submittal. The Contractor shall:

- a. Provide two (2) copies of all manufacturers warranties specified for materials, equipment, and installations.
- b. Provide weekly payroll records (not previously received) from the general Contractor and all subcontractors.
- c. Complete final cleanup in accordance with subsection 40-08, FINAL CLEANUP.
- d. Complete all punch list items identified during the Final Inspection.
- e. Provide complete release of all claims for labor and material arising out of the Contract.
- f. Provide a certified statement signed by the subcontractors, indicating actual amounts paid to the Disadvantaged Business Enterprise (DBE) subcontractors and/or suppliers associated with the project.
- g. When applicable per state requirements, return copies of sales tax completion forms.
- h. Manufacturer's certifications for all items incorporated in the work.
- i. All required record drawings, as-built drawings or as-constructed drawings.
- j. Project Operation and Maintenance (O&M) Manual.
- k. Security for Construction Warranty.
- l. Equipment commissioning documentation submitted, if required.
- m. Lien waivers from Prime Contractor and all subcontractors.

#### END OF SECTION 90



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## Section 105 Mobilization

**105-1 Description.** This item shall consist of work and operations, but is not limited to, work and operations necessary for the movement of personnel, equipment, material and supplies to and from the project site for work on the project except as provided in the contract as separate pay items.

**105-1.1 Posted notices.** Prior to commencement of construction activities the Contractor must post the following documents in a prominent and accessible place where they may be easily viewed by all employees of the prime Contractor and by all employees of subcontractors engaged by the prime Contractor: Equal Employment Opportunity (EEO) Poster “Equal Employment Opportunity is the Law” in accordance with the Office of Federal Contract Compliance Programs Executive Order 11246, as amended; Davis Bacon Wage Poster (WH 1321) - DOL “Notice to All Employees” Poster; Applicable Davis-Bacon Wage Rate Determination and listing of 24-hour emergency contacts. These notices must remain posted until final acceptance of the work by the Owner.

**105-2 Basis of measurement and payment.** Based upon the contract lump sum price for “Mobilization” partial payments will be allowed as follows:

- a. With first pay request, 25%.
- b. When 25% or more of the original contract is earned, an additional 25%.
- c. When 50% or more of the original contract is earned, an additional 40%.
- d. After Final Inspection, Staging area clean-up and delivery of all Project Closeout materials as required by 90-11, the final 10%.

## END OF SECTION 105



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## Section 110 Method of Estimating Percentage of Material Within Specification Limits (PWL)

**110-01 General.** When the specifications provide for acceptance of material based on the method of estimating percentage of material within specification limits (PWL), the PWL will be determined in accordance with this section. All test results for a lot will be analyzed statistically to determine the total estimated percent of the lot that is within specification limits. The PWL is computed using the sample average ( $\bar{X}$ ) and sample standard deviation ( $S_n$ ) of the specified number ( $n$ ) of sublots for the lot and the specification tolerance limits,  $L$  for lower and  $U$  for upper, for the particular acceptance parameter. From these values, the respective Quality index,  $Q_L$  for Lower Quality Index and/or  $Q_U$  for Upper Quality Index, is computed and the PWL for the lot for the specified  $n$  is determined from Table 1. All specification limits specified in the technical sections shall be absolute values. Test results used in the calculations shall be to the significant figure given in the test procedure.

There is some degree of uncertainty (risk) in the measurement for acceptance because only a small fraction of production material (the population) is sampled and tested. This uncertainty exists because all portions of the production material have the same probability to be randomly sampled. The Contractor's risk is the probability that material produced at the acceptable quality level is rejected or subjected to a pay adjustment. The Owner's risk is the probability that material produced at the rejectable quality level is accepted.

It is the intent of this section to inform the Contractor that, in order to consistently offset the Contractor's risk for material evaluated, production quality (using population average and population standard deviation) must be maintained at the acceptable quality specified or higher. In all cases, it is the responsibility of the Contractor to produce at quality levels that will meet the specified acceptance criteria when sampled and tested at the frequencies specified.

**110-02 Method for computing PWL.** The computational sequence for computing PWL is as follows:

- a. Divide the lot into  $n$  sublots in accordance with the acceptance requirements of the specification.
- b. Locate the random sampling position within the subplot in accordance with the requirements of the specification.
- c. Make a measurement at each location, or take a test portion and make the measurement on the test portion in accordance with the testing requirements of the specification.
- d. Find the sample average ( $\bar{X}$ ) for all subplot values within the lot by using the following formula:

$$\bar{X} = (x_1 + x_2 + x_3 + \dots + x_n) / n$$

Where:  $\bar{X}$  = Sample average of all subplot values within a lot

$x_1, x_2$  = Individual subplot values

$n$  = Number of sublots

- e. Find the sample standard deviation ( $S_n$ ) by use of the following formula:

$$S_n = [(d_1^2 + d_2^2 + d_3^2 + \dots + d_n^2)/(n-1)]^{1/2}$$

Where:  $S_n$  = Sample standard deviation of the number of subplot values in the set



$d_1, d_2$  = Deviations of the individual subplot values  $x_1, x_2, \dots$  from the average value  $\bar{X}$   
 that is:  $d_1 = (x_1 - \bar{X}), d_2 = (x_2 - \bar{X}) \dots d_n = (x_n - \bar{X})$   
 $n$  = Number of sublots

**f.** For single sided specification limits (that is,  $L$  only), compute the Lower Quality Index  $Q_L$  by use of the following formula:

$$Q_L = (\bar{X} - L) / S_n$$

Where:  $L$  = specification lower tolerance limit

Estimate the percentage of material within limits (PWL) by entering Table 1 with  $Q_L$ , using the column appropriate to the total number ( $n$ ) of measurements. If the value of  $Q_L$  falls between values shown on the table, use the next higher value of PWL.

**g.** For double-sided specification limits (that is,  $L$  and  $U$ ), compute the Quality Indexes  $Q_L$  and  $Q_U$  by use of the following formulas:

$$Q_L = (\bar{X} - L) / S_n$$

**and**

$$Q_U = (U - \bar{X}) / S_n$$

Where:  $L$  and  $U$  = specification lower and upper tolerance limits

Estimate the percentage of material between the lower ( $L$ ) and upper ( $U$ ) tolerance limits (PWL) by entering Table 1 separately with  $Q_L$  and  $Q_U$ , using the column appropriate to the total number ( $n$ ) of measurements, and determining the percent of material above  $P_L$  and percent of material below  $P_U$  for each tolerance limit. If the values of  $Q_L$  fall between values shown on the table, use the next higher value of  $P_L$  or  $P_U$ . Determine the PWL by use of the following formula:

$$PWL = (P_U + P_L) - 100$$

Where:  $P_L$  = percent within lower specification limit

$P_U$  = percent within upper specification limit

### EXAMPLE OF PWL CALCULATION

**Project:** Example Project

**Test Item:** Item P-401, Lot A.

#### **A. PWL Determination for Mat Density.**

1. Density of four random cores taken from Lot A.

A-1 = 96.60

A-2 = 97.55

A-3 = 99.30

A-4 = 98.35

$n = 4$

2. Calculate average density for the lot.



$$X = (x_1 + x_2 + x_3 + \dots + x_n) / n$$

$$X = (96.60 + 97.55 + 99.30 + 98.35) / 4$$

$$X = 97.95\% \text{ density}$$

3. Calculate the standard deviation for the lot.

$$S_n = [((96.60 - 97.95)^2 + (97.55 - 97.95)^2 + (99.30 - 97.95)^2 + (98.35 - 97.95)^2) / (4 - 1)]^{1/2}$$

$$S_n = [(1.82 + 0.16 + 1.82 + 0.16) / 3]^{1/2}$$

$$S_n = 1.15$$

4. Calculate the Lower Quality Index  $Q_L$  for the lot. ( $L=96.3$ )

$$Q_L = (X - L) / S_n$$

$$Q_L = (97.95 - 96.30) / 1.15$$

$$Q_L = 1.4348$$

5. Determine PWL by entering Table 1 with  $Q_L = 1.44$  and  $n = 4$ .

$$PWL = 98$$

## B. PWL Determination for Air Voids.

1. Air Voids of four random samples taken from Lot A.

$$A-1 = 5.00$$

$$A-2 = 3.74$$

$$A-3 = 2.30$$

$$A-4 = 3.25$$

2. Calculate the average air voids for the lot.

$$X = (x_1 + x_2 + x_3 + \dots + x_n) / n$$

$$X = (5.00 + 3.74 + 2.30 + 3.25) / 4$$

$$X = 3.57\%$$

3. Calculate the standard deviation  $S_n$  for the lot.

$$S_n = [((3.57 - 5.00)^2 + (3.57 - 3.74)^2 + (3.57 - 2.30)^2 + (3.57 - 3.25)^2) / (4 - 1)]^{1/2}$$

$$S_n = [(2.04 + 0.03 + 1.62 + 0.10) / 3]^{1/2}$$

$$S_n = 1.12$$

4. Calculate the Lower Quality Index  $Q_L$  for the lot. ( $L = 2.0$ )

$$Q_L = (X - L) / S_n$$

$$Q_L = (3.57 - 2.00) / 1.12$$

$$Q_L = 1.3992$$

5. Determine  $P_L$  by entering Table 1 with  $Q_L = 1.41$  and  $n = 4$ .

$$P_L = 97$$

6. Calculate the Upper Quality Index  $Q_U$  for the lot. ( $U = 5.0$ )

$$Q_U = (U - X) / S_n$$

$$Q_U = (5.00 - 3.57) / 1.12$$

$$Q_U = 1.2702$$



7. Determine  $P_U$  by entering Table 1 with  $Q_U = 1.29$  and  $n = 4$ .

$$P_U = 93$$

8. Calculate Air Voids PWL

$$PWL = (P_L + P_U) - 100$$

$$PWL = (97 + 93) - 100 = 90$$

### EXAMPLE OF OUTLIER CALCULATION (REFERENCE ASTM E178)

**Project:** Example Project

**Test Item:** Item P-401, Lot A.

#### A. Outlier Determination for Mat Density.

1. Density of four random cores taken from Lot A arranged in descending order.

$$A-3 = 99.30$$

$$A-4 = 98.35$$

$$A-2 = 97.55$$

$$A-1 = 96.60$$

2. Use  $n=4$  and upper 5% significance level of to find the critical value for test criterion = 1.463.

3. Use average density, standard deviation, and test criterion value to evaluate density measurements.

a. For measurements greater than the average:

If (measurement - average)/(standard deviation) is less than test criterion,  
then the measurement is not considered an outlier

For A-3, check if  $(99.30 - 97.95) / 1.15$  is greater than 1.463.

Since 1.174 is less than 1.463, the value is not an outlier.

b. For measurements less than the average:

If (average - measurement)/(standard deviation) is less than test criterion,  
then the measurement is not considered an outlier.

For A-1, check if  $(97.95 - 96.60) / 1.15$  is greater than 1.463.

Since 1.135 is less than 1.463, the value is not an outlier.

**Note:** In this example, a measurement would be considered an outlier if the density were:

$$\text{Greater than } (97.95 + 1.463 \times 1.15) = 99.63\%$$

OR

$$\text{less than } (97.95 - 1.463 \times 1.15) = 96.27\%.$$



Table 1. Table for Estimating Percent of Lot Within Limits (PWL)

Percent Within Limits (P <sub>L</sub> and P <sub>U</sub> )	Positive Values of Q (Q <sub>L</sub> and Q <sub>U</sub> )							
	n=3	n=4	n=5	n=6	n=7	n=8	n=9	n=10
99	1.1541	1.4700	1.6714	1.8008	1.8888	1.9520	1.9994	2.0362
98	1.1524	1.4400	1.6016	1.6982	1.7612	1.8053	1.8379	1.8630
97	1.1496	1.4100	1.5427	1.6181	1.6661	1.6993	1.7235	1.7420
96	1.1456	1.3800	1.4897	1.5497	1.5871	1.6127	1.6313	1.6454
95	1.1405	1.3500	1.4407	1.4887	1.5181	1.5381	1.5525	1.5635
94	1.1342	1.3200	1.3946	1.4329	1.4561	1.4717	1.4829	1.4914
93	1.1269	1.2900	1.3508	1.3810	1.3991	1.4112	1.4199	1.4265
92	1.1184	1.2600	1.3088	1.3323	1.3461	1.3554	1.3620	1.3670
91	1.1089	1.2300	1.2683	1.2860	1.2964	1.3032	1.3081	1.3118
90	1.0982	1.2000	1.2290	1.2419	1.2492	1.2541	1.2576	1.2602
89	1.0864	1.1700	1.1909	1.1995	1.2043	1.2075	1.2098	1.2115
88	1.0736	1.1400	1.1537	1.1587	1.1613	1.1630	1.1643	1.1653
87	1.0597	1.1100	1.1173	1.1192	1.1199	1.1204	1.1208	1.1212
86	1.0448	1.0800	1.0817	1.0808	1.0800	1.0794	1.0791	1.0789
85	1.0288	1.0500	1.0467	1.0435	1.0413	1.0399	1.0389	1.0382
84	1.0119	1.0200	1.0124	1.0071	1.0037	1.0015	1.0000	0.9990
83	0.9939	0.9900	0.9785	0.9715	0.9671	0.9643	0.9624	0.9610
82	0.9749	0.9600	0.9452	0.9367	0.9315	0.9281	0.9258	0.9241
81	0.9550	0.9300	0.9123	0.9025	0.8966	0.8928	0.8901	0.8882
80	0.9342	0.9000	0.8799	0.8690	0.8625	0.8583	0.8554	0.8533
79	0.9124	0.8700	0.8478	0.8360	0.8291	0.8245	0.8214	0.8192
78	0.8897	0.8400	0.8160	0.8036	0.7962	0.7915	0.7882	0.7858
77	0.8662	0.8100	0.7846	0.7716	0.7640	0.7590	0.7556	0.7531
76	0.8417	0.7800	0.7535	0.7401	0.7322	0.7271	0.7236	0.7211
75	0.8165	0.7500	0.7226	0.7089	0.7009	0.6958	0.6922	0.6896
74	0.7904	0.7200	0.6921	0.6781	0.6701	0.6649	0.6613	0.6587
73	0.7636	0.6900	0.6617	0.6477	0.6396	0.6344	0.6308	0.6282
72	0.7360	0.6600	0.6316	0.6176	0.6095	0.6044	0.6008	0.5982
71	0.7077	0.6300	0.6016	0.5878	0.5798	0.5747	0.5712	0.5686
70	0.6787	0.6000	0.5719	0.5582	0.5504	0.5454	0.5419	0.5394
69	0.6490	0.5700	0.5423	0.5290	0.5213	0.5164	0.5130	0.5105
68	0.6187	0.5400	0.5129	0.4999	0.4924	0.4877	0.4844	0.4820
67	0.5878	0.5100	0.4836	0.4710	0.4638	0.4592	0.4560	0.4537
66	0.5563	0.4800	0.4545	0.4424	0.4355	0.4310	0.4280	0.4257
65	0.5242	0.4500	0.4255	0.4139	0.4073	0.4030	0.4001	0.3980
64	0.4916	0.4200	0.3967	0.3856	0.3793	0.3753	0.3725	0.3705
63	0.4586	0.3900	0.3679	0.3575	0.3515	0.3477	0.3451	0.3432
62	0.4251	0.3600	0.3392	0.3295	0.3239	0.3203	0.3179	0.3161
61	0.3911	0.3300	0.3107	0.3016	0.2964	0.2931	0.2908	0.2892
60	0.3568	0.3000	0.2822	0.2738	0.2691	0.2660	0.2639	0.2624
59	0.3222	0.2700	0.2537	0.2461	0.2418	0.2391	0.2372	0.2358
58	0.2872	0.2400	0.2254	0.2186	0.2147	0.2122	0.2105	0.2093
57	0.2519	0.2100	0.1971	0.1911	0.1877	0.1855	0.1840	0.1829
56	0.2164	0.1800	0.1688	0.1636	0.1607	0.1588	0.1575	0.1566
55	0.1806	0.1500	0.1406	0.1363	0.1338	0.1322	0.1312	0.1304
54	0.1447	0.1200	0.1125	0.1090	0.1070	0.1057	0.1049	0.1042
53	0.1087	0.0900	0.0843	0.0817	0.0802	0.0793	0.0786	0.0781
52	0.0725	0.0600	0.0562	0.0544	0.0534	0.0528	0.0524	0.0521
51	0.0363	0.0300	0.0281	0.0272	0.0267	0.0264	0.0262	0.0260
50	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000



Percent Within Limits (P <sub>L</sub> and P <sub>U</sub> )	Negative Values of Q (Q <sub>L</sub> and Q <sub>U</sub> )							
	n=3	n=4	n=5	n=6	n=7	n=8	n=9	n=10
49	-0.0363	-0.0300	-0.0281	-0.0272	-0.0267	-0.0264	-0.0262	-0.0260
48	-0.0725	-0.0600	-0.0562	-0.0544	-0.0534	-0.0528	-0.0524	-0.0521
47	-0.1087	-0.0900	-0.0843	-0.0817	-0.0802	-0.0793	-0.0786	-0.0781
46	-0.1447	-0.1200	-0.1125	-0.1090	-0.1070	-0.1057	-0.1049	-0.1042
45	-0.1806	-0.1500	-0.1406	-0.1363	-0.1338	-0.1322	-0.1312	-0.1304
44	-0.2164	-0.1800	-0.1688	-0.1636	-0.1607	-0.1588	-0.1575	-0.1566
43	-0.2519	-0.2100	-0.1971	-0.1911	-0.1877	-0.1855	-0.1840	-0.1829
42	-0.2872	-0.2400	-0.2254	-0.2186	-0.2147	-0.2122	-0.2105	-0.2093
41	-0.3222	-0.2700	-0.2537	-0.2461	-0.2418	-0.2391	-0.2372	-0.2358
40	-0.3568	-0.3000	-0.2822	-0.2738	-0.2691	-0.2660	-0.2639	-0.2624
39	-0.3911	-0.3300	-0.3107	-0.3016	-0.2964	-0.2931	-0.2908	-0.2892
38	-0.4251	-0.3600	-0.3392	-0.3295	-0.3239	-0.3203	-0.3179	-0.3161
37	-0.4586	-0.3900	-0.3679	-0.3575	-0.3515	-0.3477	-0.3451	-0.3432
36	-0.4916	-0.4200	-0.3967	-0.3856	-0.3793	-0.3753	-0.3725	-0.3705
35	-0.5242	-0.4500	-0.4255	-0.4139	-0.4073	-0.4030	-0.4001	-0.3980
34	-0.5563	-0.4800	-0.4545	-0.4424	-0.4355	-0.4310	-0.4280	-0.4257
33	-0.5878	-0.5100	-0.4836	-0.4710	-0.4638	-0.4592	-0.4560	-0.4537
32	-0.6187	-0.5400	-0.5129	-0.4999	-0.4924	-0.4877	-0.4844	-0.4820
31	-0.6490	-0.5700	-0.5423	-0.5290	-0.5213	-0.5164	-0.5130	-0.5105
30	-0.6787	-0.6000	-0.5719	-0.5582	-0.5504	-0.5454	-0.5419	-0.5394
29	-0.7077	-0.6300	-0.6016	-0.5878	-0.5798	-0.5747	-0.5712	-0.5686
28	-0.7360	-0.6600	-0.6316	-0.6176	-0.6095	-0.6044	-0.6008	-0.5982
27	-0.7636	-0.6900	-0.6617	-0.6477	-0.6396	-0.6344	-0.6308	-0.6282
26	-0.7904	-0.7200	-0.6921	-0.6781	-0.6701	-0.6649	-0.6613	-0.6587
25	-0.8165	-0.7500	-0.7226	-0.7089	-0.7009	-0.6958	-0.6922	-0.6896
24	-0.8417	-0.7800	-0.7535	-0.7401	-0.7322	-0.7271	-0.7236	-0.7211
23	-0.8662	-0.8100	-0.7846	-0.7716	-0.7640	-0.7590	-0.7556	-0.7531
22	-0.8897	-0.8400	-0.8160	-0.8036	-0.7962	-0.7915	-0.7882	-0.7858
21	-0.9124	-0.8700	-0.8478	-0.8360	-0.8291	-0.8245	-0.8214	-0.8192
20	-0.9342	-0.9000	-0.8799	-0.8690	-0.8625	-0.8583	-0.8554	-0.8533
19	-0.9550	-0.9300	-0.9123	-0.9025	-0.8966	-0.8928	-0.8901	-0.8882
18	-0.9749	-0.9600	-0.9452	-0.9367	-0.9315	-0.9281	-0.9258	-0.9241
17	-0.9939	-0.9900	-0.9785	-0.9715	-0.9671	-0.9643	-0.9624	-0.9610
16	-1.0119	-1.0200	-1.0124	-1.0071	-1.0037	-1.0015	-1.0000	-0.9990
15	-1.0288	-1.0500	-1.0467	-1.0435	-1.0413	-1.0399	-1.0389	-1.0382
14	-1.0448	-1.0800	-1.0817	-1.0808	-1.0800	-1.0794	-1.0791	-1.0789
13	-1.0597	-1.1100	-1.1173	-1.1192	-1.1199	-1.1204	-1.1208	-1.1212
12	-1.0736	-1.1400	-1.1537	-1.1587	-1.1613	-1.1630	-1.1643	-1.1653
11	-1.0864	-1.1700	-1.1909	-1.1995	-1.2043	-1.2075	-1.2098	-1.2115
10	-1.0982	-1.2000	-1.2290	-1.2419	-1.2492	-1.2541	-1.2576	-1.2602
9	-1.1089	-1.2300	-1.2683	-1.2860	-1.2964	-1.3032	-1.3081	-1.3118
8	-1.1184	-1.2600	-1.3088	-1.3323	-1.3461	-1.3554	-1.3620	-1.3670
7	-1.1269	-1.2900	-1.3508	-1.3810	-1.3991	-1.4112	-1.4199	-1.4265
6	-1.1342	-1.3200	-1.3946	-1.4329	-1.4561	-1.4717	-1.4829	-1.4914
5	-1.1405	-1.3500	-1.4407	-1.4887	-1.5181	-1.5381	-1.5525	-1.5635
4	-1.1456	-1.3800	-1.4897	-1.5497	-1.5871	-1.6127	-1.6313	-1.6454
3	-1.1496	-1.4100	-1.5427	-1.6181	-1.6661	-1.6993	-1.7235	-1.7420
2	-1.1524	-1.4400	-1.6016	-1.6982	-1.7612	-1.8053	-1.8379	-1.8630
1	-1.1541	-1.4700	-1.6714	-1.8008	-1.8888	-1.9520	-1.9994	-2.0362

END OF SECTION 110



## PART 1 LOCAL CONTRACT PROVISIONS







## SPECIAL PROVISIONS

### PART I GENERAL

**1.01 DESCRIPTION.** These Special Provisions, with the accompanying Drawings, Specifications, and related documents as hereinafter listed, cover the requirements of the City of Oelwein, Iowa, for: **Rehabilitate Runway, Taxiway and Apron, FAA AIP Project No. 3-19-0067-012.**

**1.02 CODES AND STANDARDS.** The Contractor shall comply with all applicable laws, building, and construction codes and other requirements of the City of Oelwein.

The Contractor shall procure all necessary permits for the construction of the work. The costs for all required Jurisdictional permits and licenses will not be waived by the Jurisdiction. The Contractor's costs for permits and licenses shall be included in the price bid on the proposal and shall not be considered as an extra.

In case of conflict between various codes, requirements of the more stringent code shall apply.

**1.03 INSPECTION OF THE SITE.** Contractor shall inspect the construction site and the area of work in general and familiarize himself with existing conditions. Bidders may arrange an individual site visit prior to bidding by contacting the following individual:

Mr. Dylan Mulfinger  
City of Oelwein  
(319) 283-5540

**1.04 PRECONSTRUCTION CONFERENCE.** A Preconstruction Conference will be held prior to any construction operations. A construction schedule must be presented by the Contractor for review at the Preconstruction Conference. Traffic control, safety and airport security will also be discussed.

#### **1.05 INSURANCE.**

1. **GENERAL.** The Contractor shall purchase and maintain insurance to protect the Contractor and the City against all hazards enumerated herein throughout the duration of the Contract. All policies shall be in the amounts, form and companies satisfactory to the City.

Insurance coverage will be considered acceptable when certificates of insurance required herein state that thirty (30) days' written notice will be given to the City before the policy is cancelled or changed. All certificates of insurance shall be delivered to the City prior to the time that any operations under the Contract is awarded.

All of said Contractor's certificates of insurance shall be written in an insurance company authorized to do business in the State of Iowa or if written in an insurance company not authorized to do business in the State of Iowa by an insurance company approved by the City.

"Insurance", "insurance policy" or "insurance contract" when used in this code shall have the same meaning as "insurance policy" and "insurance contract" under Section 507B.2 of the Code of Iowa, provided, however, that when "insurance" as demonstrated by an "insurance policy" or "insurance contract" is required to be posted, presented or demonstrated to exist by any person or other entity by this code or by virtue of any Contract, bid request, specification, rule or other action or request of the City said "insurance policy" or "contract of insurance" shall provide coverage on an occurrence basis and not on a claims made basis and the person or other entity shall provide evidence of such coverage through an "insurance policy", "contract of insurance" or "certificate of insurance" which clearly discloses on its face coverage on an occurrence basis except as to insurance coverage required for asbestos removal which may be provided on a claims made basis when it is demonstrated to the satisfaction of the City that occurrence coverage is not reasonably available.

2. **INSURANCE REQUIREMENTS.** The Contractor shall purchase and maintain such insurance as will protect the Contractor from claims set forth below which may arise out of or result from the Contractor's operations



under the Contract, whether such operations be by the Contractor or by any Subcontractor or by anyone directly or indirectly employed by any of them, or by anyone for whose acts any of them may be liable:

- a. Claims under workers' compensation, disability benefit and other similar employee benefit acts;
  - b. Claims for damages because of bodily injury, occupational sickness or disease, or death of the Contractor's employees;
  - c. Claims for damages because of bodily injury, sickness or disease, or death of any person other than the Contractor's employees;
  - d. Claims for damages insured by usual personal injury liability coverage which are sustained:
    - (1) by any person as a result of an offense directly or indirectly related to the employment of such person by the Contractor, or
    - (2) by any other person;
  - e. Claims for damages, other than to the work itself, because of injury to or destruction of tangible property, including loss of use resulting therefrom; and
  - f. Claims for damages because of bodily injury or death of any person or property damage arising out of the ownership, maintenance or use of any motor vehicle.
3. LIMITS OF LIABILITY. The insurance required by Section 2 shall be written for not less than any limits of liability specified herein, or required by law, whichever is greater:
- |  |  |
|--|--|
| a. General Liability;<br>(including products-completed<br>operations; independent<br>contractors; underground,<br>explosion & collapse hazards;<br>and standard broad form<br>liability endorsement) | \$1,000,000 Combined<br>single limit per<br>occurrence.<br><br>\$1,000,000 Aggregate |
| b. Automobile Liability;<br>(including all owned,<br>non-owned and hired autos)  | \$1,000,000 Combined<br>single limit   |
| c. Workers' Compensation   | Statutory Benefits<br>\$100,000 Coverage B   |
| d. Umbrella Liability;<br>(applying directly in<br>excess of above liability<br>coverages)   | \$1,000,000 Combined<br>single limit<br>\$1,000,000 Aggregate                        |
4. CONTRACTUAL LIABILITY INSURANCE. The insurance required by Section 2 shall include contractual liability insurance applicable to the Contractor's obligations as follows:
- a. To the fullest extent permitted by law, the Contractor shall indemnify and hold harmless the City of Oelwein and the Engineer and their agents, officers and employees from and against all claims, damages, losses and expenses, including, but not limited to attorney's fees, arising out of or resulting from the performance of the work, provided that any such claim, damage, loss or expense:
    - (1) is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property (other than the work itself) including the loss of use resulting therefrom, and



- (2) is caused in whole or in part by any negligent act or omission of the Contractor, any Subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable, regardless of whether or not it is caused in part by a party indemnified hereunder.

Such obligation shall not be construed to negate, abridge, or otherwise reduce any other right or obligation of indemnity which would otherwise exist as to any party or person described in this Section 4.

- b. In any and all claims against the City of Oelwein or the Engineer, or any of their agents, officers or employees by any employee of the Contractor, any Subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable, the indemnification obligation under this Section 4, shall not be limited in any way by any limitation on the amount or type of damages, compensation or benefits payable by or for the Contractor or any Subcontractor under workers' compensation acts, disability benefits acts or other employee benefit acts.
- c. The obligations of the Contractor under this Section 4, shall not extend to the liability of the Engineer, the Engineer's agents or employees, arising out of:
- (1) The preparation or approval of maps, drawings, opinions, reports, surveys, change orders, designs or Specifications, or
  - (2) The giving of or the failure to give directions or instructions by the Engineer, their agents or employees providing such giving or failure to give is the primary cause of the injury or damage.
5. **CONTRACTOR'S INSURANCE FOR OTHER LOSSES.** For the consideration in this agreement heretofore stated, in addition to Contractor's other obligations, the Contractor assumes full responsibility for all loss or damage from any cause whatsoever to any tools owned by the mechanics, any tool machinery, equipment, or motor vehicles owned or rented by the Contractor, the Contractor's agents, Subcontractors material men or the Contractor's or their employees, as well as to shed or other temporary structures, scaffolding and stagings, protective fences, bridges and sidewalk hooks.
- The Contractor shall also assume responsibility for all loss or damage caused by, arising out of or incident to larceny, theft or any cause whatsoever (except as hereinbefore provided) to the structure on which the work of this Contract, and any modifications alterations, enlargement thereto, is to be done, and to items and labor connected or to be used as a part of the permanent materials, and supplies necessary to the work.
6. **NOTIFICATION IN EVENT OF LIABILITY OR DAMAGE.** Upon the occurrence of any event, the liability for which is herein assumed, the Contractor agrees to forthwith notify the City in writing, such happening, which notice shall forthwith give the details as to the happening, the cause as far as can be ascertained, the estimate of loss or damage done, the names of witnesses, if any, and stating the amount of any claim.

**1.06 COORDINATION WITH OTHER CONTRACTORS.** Should the Contractor sustain any damage through any act or omission of any other Contractor having a Contract with the Owner, the Contractor shall have no claim against the Owner for such damage, but shall have a right of action against the other Contractor to recover the damages sustained by reason of the acts or omissions of such Contractor.

If, through acts of neglect on the part of the Contractor, any other Contractor or any subcontractor shall suffer loss or damage on their work, the Contractor agrees to settle with such other Contractor or subcontractor by agreement or arbitration, if such other Contractor or subcontractor will so settle. If such other Contractor or subcontractor sues the Owner on account of any damage alleged to have been so sustained, the Owner shall notify the Contractor who shall defend and hold harmless the Owner at such proceedings at the Contractor's expense and if any judgment against the Owner arises therefrom the Contractor shall pay or satisfy it, including all attorney's fees and court costs which may accrue against the Owner.

The work schedules for all contracts may have to be adjusted in order to maintain airport operations. There shall be no adjustments in price or completion time for the work schedule adjustments to maintain airport operations.



**1.07 BREAKDOWN OF LUMP SUM CONTRACT PRICE ITEMS.** The Contractor shall, immediately upon execution and delivery of the Contract, before the first estimate for payment is made, deliver to the Engineer a detailed estimate giving a complete breakdown of the lump sum Contract price. The submitted breakdown shall be approved by the Engineer prior to any payment being made.

**1.08 SHOP DRAWINGS AND SAMPLES.** After checking and verifying all field measurements and after complying with applicable procedures specified in the General Requirements, Contractor shall submit to Engineer for review and approval in accordance with the accepted schedule of Shop Drawing submissions or for other appropriate action if so indicated in the Supplementary Conditions, five copies (unless otherwise specified in the General Requirements) of all Shop Drawings, which will bear a stamp or specific written indication that Contractor has satisfied Contractor's responsibilities under the Contract Documents with respect to the review of the submission. All submissions will be identified as Engineer may require. The data shown on the Shop Drawings will be complete with respect to quantities, dimensions, specified performance and design criteria, materials and similar data to enable Engineer to review the information as required.

Contractor shall also submit to Engineer for review and approval with such promptness as to cause no delay in Work, all samples required by the Contract Documents. All samples will have been checked by and accompanied by a specific written indication that Contractor has satisfied Contractor's responsibilities under the Contract Documents with respect to the review of the submission and will be identified clearly as to material, supplier, pertinent data such as catalog numbers and the use for which intended.

Before submission of each Shop Drawing or sample Contractor shall have determined and verified all quantities, dimensions, specified performance criteria, installation requirements, materials, catalog numbers and similar data with respect thereto and reviewed or coordinated each Shop Drawing or sample with other Shop Drawings and samples and with the requirements of the Work and the Contract Documents.

At the time of each submission, Contractor shall give Engineer specific written notice of each variation that the Shop Drawings or samples may have from the requirements of the Contract Documents, and, in addition, shall cause a specific notation to be made on each Shop Drawing submitted to Engineer for review and approval of each such variation.

Engineer will review and approve with reasonable promptness Shop Drawings and samples, but Engineer's review and approval will be only for conformance with the design concept of the Project and for compliance with the information given in the Contract Documents and shall not extend to means, methods, techniques, sequences or procedures of construction (except where a specific means, method, technique, sequence or procedure of construction is indicated in or required by the Contract Documents) or to safety precautions or programs incident thereto. The review and approval of a separate item as such will not indicate approval of the assembly in which the item functions. Contractor shall make corrections required by Engineer, and shall return the required number of corrected copies of Shop Drawings and submit as required new samples for review and approval. Contractor shall direct specific attention in writing to revisions other than the corrections called for by Engineer on previous submittals.

Engineer's review and approval of Shop Drawings or samples shall not relieve Contractor from responsibility for any variation from the requirements of the Contract Documents unless Contractor has in writing called Engineer's attention to each such variation at the time of submission as required by this section and Engineer has given written approval of each such variation by a specific written notation thereof incorporated in or accompanying the Shop Drawing or sample approval; nor will any approval by Engineer relieve Contractor from responsibility for errors or omissions in the Shop Drawings or from responsibility for having complied with the provisions of this section.

Where a Shop Drawing or sample is required by the Specifications, any related Work performed prior to Engineer's review and approval of the pertinent submission will be the sole expense and responsibility of Contractor.

**1.09 MAINTENANCE OF TRAFFIC AND SAFETY.** The maintenance of traffic shall conform to the requirements of Section 40-05 and safety provisions shall conform to the requirements of Section 70-07 of the General Provisions. The following shall also apply:

1. Prior to commencement of any work, the Contractor shall meet with FAA and airport officials to discuss scheduling of construction operations and to reach agreements regarding traffic control and safety. In moving



from one area of construction activity to another, the Contractor shall notify the Engineer at least 2 days in advance.

2. The sequence of construction shall be approved in advance of starting work. The Contractor shall follow the general sequence shown on the Plans or may submit, for approval, an alternative construction sequence.
3. Areas which are approved for closing to traffic shall be barricaded, marked and signed in accordance with Section 70-08 requirements and these Special Provisions.
4. The storage and parking of equipment and materials when not in use or about to be installed shall not encroach upon active operational areas. In protecting operational areas, the minimum clearances maintained for runways shall conform to the requirements of FAR Part 77. For taxiways, maintained clearances shall not be less than 100 feet from the pavement edge. For runways, maintained clearances shall not be less than 250 feet from the pavement edge unless otherwise directed.
5. Limitation on Construction:
  - a. Open-flame, welding or torch cutting operations shall be prohibited unless adequate fire and safety precautions have been approved by the Engineer.
  - b. Open trenches, excavations, and stockpiled material at the construction site shall be prominently marked with red flags and lighted by approved light units during hours of restricted visibility and darkness.
6. Motorized Vehicles. The following requirements relate to the operation of motorized vehicles on runway or taxiway:
  - a. Each vehicle shall carry a 3-foot square flag consisting of a checkered pattern of international orange and white squares of not less than one foot on each side, displayed in full view above the vehicle or shall be equipped with an approved light unit. Vehicles operated before sunrise or after sunset shall be equipped with an approved light unit.
  - b. Whenever vehicles are required to cross aircraft movement areas, effective control shall be established and maintained.
7. Debris. Waste material shall be removed as it accumulates to ensure that it does not create a hazard.

**1.10 CONSTRUCTION PROGRESS SCHEDULES.** Prepare and submit to the Engineer for review, an estimated construction progress schedule within 14 days after the effective date of Contract. The construction progress schedule shall be prepared in accordance with the following:

- a) Contractor shall indicate hours of daily operations.
- b) No work shall be done on Sundays or legal holidays without written permission of Owner. However, emergency work may be done without prior permission.
- c) The schedule shall be in the form of a horizontal bar chart.
  1. Provide separate horizontal bar for each trade, activity or operation.
  2. Horizontal Time Scale: Identify first work day of each week.
  3. Scale and spacings to allow space for notations and future revisions.
- d) The format of the listing shall be in chronological order of the start of each item of work.
- e) Show dates for beginning and completion of each major element of construction.



- f) Show projected percentage of completion for each item as of first day of each month.

**1.11 PROGRESS MEETINGS.** At a time and day to be determined at the Preconstruction Conference, weekly meetings shall be held involving the Contractor's Superintendent, the Engineer and the Owner to discuss past progress and expected schedule of work for upcoming weeks.

**1.12 PROJECT BULLETIN BOARD.** The Contractor shall erect and maintain a bulletin board at the project site on which to display equal opportunity employment data, wage rates and emergency telephone numbers.

**1.13 ACCESS TO SITE.** Access to the work shall be limited to those gates and routes indicated on the plans. All areas used by the Contractor either for access or for construction operations shall be repaired by the Contractor after completion of the Contract work to restore such areas to essentially their original condition.

All unsurfaced roads used by the Contractor shall be watered regularly by the Contractor to reduce dust. All surfaced roads, streets, or airport pavement used by the Contractor for access or hauling shall be swept at least daily or as directed by the Engineer.

**1.14 WORK AREA.** The Contractor's operations, including storage of materials upon the site, shall be confined to authorized or approved areas. No unauthorized or unwarranted entry upon, or passage through, or storage of materials shall be made upon other airport premises. Temporary buildings, storage sheds, shops and office, etc., may be erected by the Contractor only with the prior approval of the Engineer and shall be built with labor and materials furnished by the Contractor without expense to the airport. Such temporary buildings and utilities shall remain the property of the Contractor and shall be removed by him, at his expense, after the completion of the work.

**1.15 CONSTRUCTION AREAS.** During the life of the project, the work area will be temporarily designated by the Owner as the construction area. This area must be barricaded on all sides so as to delineate it from the air operations areas. They are to be maintained and relocated as necessary by the Contractor. The Contractor will be allowed to move freely within the construction area. Movements through an air operations area shall not be made.

**1.16 LIMITATION OF OPERATIONS.** Air operations areas included in this contract may be closed so long as the closing does not affect the air traffic at this airport.

**1.17 WASTE DISPOSAL AREAS.** Waste material resulting from the removal of concrete, joint sealant, paint or other material shall be removed from the airport property in accordance with the requirements of the State of Iowa Department of Natural Resources or as controlled by the E.P.A. It shall be the Contractor's responsibility to provide a disposal site off airport property.

**1.18 WATER.** It is the responsibility of the Contractor to supply water needed for his/her construction operations through the use of a tank wagon or similar type machinery.

Water shall not be drawn from fire hydrants without the use of a hydrant meter. Application for use of a hydrant meter is made by contacting the City of Oelwein. All procedures outlined by the City shall be followed.

**1.19 CLEANUP OF PROJECT SITE.** The Contractor shall at all times keep the site of the work and adjacent premises as free from materials, debris, rubbish and trash as practicable, and shall remove same from any portion of the site if, in the opinion of the Owner, such materials, debris, rubbish or trash constitute a nuisance or are objectionable in any way to the public. The Contractor shall be responsible for the removal of dirt accumulation or any other debris on pavements resulting from the Contractor's operations on the work.

At the completion of the work, the Contractor shall remove all materials, implements, barricades, equipment, staging, piling, falsework, debris and rubbish connected with or caused by operations for such work immediately upon the completion of that work and shall leave the premises in perfect condition insofar as affected by the work under this Contract. Fires for disposal of rubbish on the site are prohibited.

At the end of each day, the project site shall be inspected and cleaned of construction debris and trash.



If the Contractor should fail to clean up the premises as required above, the Owner after giving the Contractor one (1) hour notice, may do so and charge the cost thereof to the Contractor. The City of Oelwein, Iowa, and the Contractor hereby agree that the cleanup charge will be \$200.00 per hour.

**1.20 ENGINEER'S FIELD OFFICE.** There are no specific requirements for the Engineer's field office.

**1.21 SUBLETTING OR ASSIGNMENT OF CONTRACT.** The Contractor shall not sublet, assign or otherwise dispose of any portion of the Contract without a written "Permission to Sublet" order signed by the Engineer. Requests for permission to sublet, assign or otherwise dispose of any portion of the Contract shall be in writing and shall name the organization which will perform the work. When requested by the Engineer, the Contractor shall provide a written report showing that the organization which will perform the work is particularly experienced and equipped for such work. Consent to sublet, assign or otherwise dispose of any portion of the Contract shall not be construed to relieve the Contractor of any responsibility for the fulfillment of the Contract or in any way create any contractual relationship between the subcontractor and the City.

**1.22 TEMPORARY TOILETS.** The Contractor shall provide and maintain temporary sanitary facilities as necessary for use of workmen. All facilities must be in compliance with statutory sanitation requirements.

**1.23 CONTRACTOR COMMUNICATION.** The Contractor shall provide a telephone, pager, etc., on the project site to enable communication between the Contractor and the Engineer or Airport personnel. The Contractor shall also have a 24-hour contact person for after-construction-hours communication. This person shall be contacted in case of an emergency on the project site.

**1.24 UTILITY SERVICES.** The following is a listing of public and private utility services with facilities on the Oelwein Municipal Airport Property:

City of Oelwein  
Alliant Energy  
Qwest Communications  
Fairchild Communications  
Federal Aviation Administration

The Contractor shall be responsible for locating all utilities within the project limits. The Contractor shall provide a utility locate service as part of the contract to locate utilities owned by the City of Oelwein.

The Contractor shall notify FAA Airway Facilities well in advance of construction activity to allow the FAA sufficient time to locate and mark existing FAA field cables and to avoid unscheduled facility outages.

The Contractor shall coordinate with the FAA concerning the operation and shutdown of navigational facilities during project construction.

Any FAA equipment/cable that is damaged by the Contractor shall be repaired as approved by the FAA. All splices/cable repairs shall meet FAA specifications and shall be accomplished to the satisfaction of an FAA representative.

Coordinate with local personnel in advance of digging in the vicinity of utilities, and determine the location of utilities. In the event that a utility is damaged, immediately contact local personnel to repair the utility. The utility shall be reimbursed for all repair costs.

**1.25 AIRPORT IMPROVEMENT PROGRAM.** The work in this contract is included in Airport Improvement Program Project Nos. 3-19-0067-012, which is being undertaken and accomplished by the City of Oelwein in accordance with the terms and conditions of a grant agreement between the City of Oelwein and the United States, under the Airport Improvement Act of 1982 (Public Law 97-248) as amended by Title I of the Airport and Airway Safety and Capacity Expansion Act of 1987 (Public Law 100-223), and Part 152 of the Federal Aviation Regulations (14 CFR Part 152), pursuant to which the United States has agreed to pay a certain percentage of the costs of the project that are determined to be allowable project costs under that Act. The United States is not a party to this contract and no reference in this



contract to the FAA or any representative thereof, or to any rights granted to the FAA or any representative thereof, or the United States, by the contract, makes the United States a party to this contract.

**1.26 CONSENT OF ASSIGNMENT.** The contractor shall obtain the prior written consent of the City of Oelwein to any proposed assignment of any interest in or part of this contract.

**1.27 CONVICT LABOR.** No convict labor may be employed under this contract.

**1.28 WITHHOLDING: SPONSOR FROM CONTRACTOR.** Whether or not payments or advances to the City of Oelwein are withheld or suspended by the FAA, the City of Oelwein may withhold or cause to be withheld from the contractor so much of the accrued payments or advances as may be considered necessary to pay laborers and mechanics employed by the contractor or any subcontractor on the work the full amount of wages required by this contract.

**1.29 NONPAYMENT OF WAGES.** If the contractor or subcontractor fails to pay any laborer or mechanic employed or working on the site of the work any of the wages required by this contract the City of Oelwein, after written notice to the contractor, take such action as may be necessary to cause the suspension of any further payment or advance of funds until the violations cease.

**1.30 FAA INSPECTION AND REVIEW.** The contractor shall allow any authorized representative of the FAA to inspect and review any work or materials used in the performance of this contract.

**1.31 SUBCONTRACTS.** The contractor shall insert in each of his subcontracts the provisions contained in paragraphs 1.26, 1.27, 1.28, 1.29, 1.30, and 1.31, and also a clause requiring the subcontractors to include these provisions in any lower tier subcontracts which they may enter into, together with a clause requiring this insertion in any further subcontracts that may in turn be made.

**1.32 CONTRACT TERMINATION.** A breach of paragraphs 1.30, 1.31, and 1.32 may be grounds for termination of the contract.

**1.33 OPERATIONAL SAFETY ON AIRPORTS DURING CONSTRUCTION.** Advisory Circular 150/5370-2G that sets forth the "Operational Safety on Airports during Construction" is reproduced in its entirety and included herein following these Special Provisions.

This Advisory Circular supplements the safety requirements as set forth elsewhere herein or on the plan, but shall take precedence if conflict occurs.

**1.34 GOOD FAITH EFFORTS.** Bidder must demonstrate that they made good faith efforts to achieve participation with DBE firms. This requires that the bidder show that it took all necessary and reasonable steps to secure participation by certified DBE firms. Mere pro forma efforts will not be considered as a good faith effort.

Actions constituting evidence of good faith efforts are described in Appendix A to 49 CFR Part 26. Such actions include but are not limited to:

- Soliciting DBE participation through all reasonable and available means. This may include public advertisements and phone calls/faxes to known certified DBE firms.
- Consult State Department of Transportation office to obtain a list of certified DBE firms.
- Selecting portions of work that increases the likelihood that DBE firms will be available to participate.
- Providing DBE firms with sufficient information and time to review the project plans and specifications.
- Documenting all contacts with DBE firms. This includes name, address, phone number, date of contact, and record of conversation/negotiation.

**1.35 STATE SALES TAX EXEMPTION.** Contractors and approved subcontractors will be provided a Sales Tax Exemption Certification to purchase building materials or supplies in performance of this contract.

**1.36 SOURCE OF SUPPLY AND QUALITY REQUIREMENTS.** Add the following paragraph to Section 60-01 of the General Provisions:



"The Contractor shall submit to the Engineer a listing of all proposed sources of supply for all materials to be incorporated into the project. This suppliers list shall include the approximate quantity and cost of each material. This suppliers list shall be submitted as soon as possible after award of the Contract and before the Notice to Proceed. Final acceptance of the project will not be made until the Contractor has submitted to the Engineer a notarized summary of payments to all DBE suppliers."

~~**1.37 TESTING.** All testing associated with the project shall be done by a testing laboratory employed by the Contractor. The test reports shall be provided to the Engineer for review.~~



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## PART 2 FEDERAL CONTRACT PROVISIONS FOR CONSTRUCTION AND EQUIPMENT PROJECTS







## **SUPPLEMENTARY PROVISIONS**

### **PART A - FEDERAL CONTRACT PROVISIONS FOR CONSTRUCTION AND EQUIPMENT CONTRACTS**

#### **APPLICATION OF REFERENCES**

ALL REFERENCES MADE HEREIN TO "CONTRACTOR", "BIDDER", AND "OFFEROR" SHALL PERTAIN TO THE PRIME CONTRACTOR. ALL REFERENCES MADE HEREIN TO "SUBCONTRACTOR" SHALL PERTAIN TO ANY AND ALL SUBCONTRACTORS UNDER CONTRACT WITH THE PRIME CONTRACTOR OR A SUBCONTRACTOR.

ALL REFERENCES MADE HEREIN TO "CONSULTANT" SHALL PERTAIN TO ARCHITECT/ENGINEER (A/E) UNDER CONTRACT WITH THE SPONSOR. ALL REFERENCES MADE HEREIN TO "SUBCONSULTANT" SHALL PERTAIN TO ANY AND ALL SUBCONSULTANTS UNDER CONTRACT WITH THE A/E.

ALL REFERENCES MADE HEREIN TO "SPONSOR" AND "OWNER" SHALL PERTAIN TO THE STATE, CITY, AIRPORT AUTHORITY OR OTHER PUBLIC ENTITY EXECUTING CONTRACTS WITH THE PRIME CONTRACTOR AND/OR THE A/E.

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## PROVISIONS APPLICABLE TO ALL CONTRACTS

### ACCESS TO RECORDS AND REPORTS

Reference: 2 CFR § 200.333, 2 CFR § 200.336, and FAA Order 5100.38

The Contractor must maintain an acceptable cost accounting system. The Contractor agrees to provide the Owner, the Federal Aviation Administration, and the Comptroller General of the United States or any of their duly authorized representatives, access to any books, documents, papers, and records of the Contractor, which are directly pertinent to the specific contract for the purpose of making audit, examination, excerpts and transcriptions. The Contractor agrees to maintain all books, records and reports required under this contract for a period of not less than three years after final payment is made and all pending matters are closed.

### BUY AMERICAN PREFERENCE

Reference: 49 USC § 50101

The Contractor agrees to comply with 49 USC § 50101, which provides that Federal funds may not be obligated unless all steel and manufactured goods used in AIP funded projects are produced in the United States, unless the Federal Aviation Administration (FAA) has issued a waiver for the product; the product is listed as an Excepted Article, Material Or Supply in Federal Acquisition Regulation subpart 25.108; or is included in the FAA Nationwide Buy American Waivers Issued list.

A Bidder or Offeror must complete and submit the Buy America certification included herein with their bid or offer. The Owner will reject as nonresponsive any bid or offer that does not include a completed Certificate of Buy American Compliance.

### CIVIL RIGHTS – GENERAL

Reference: 49 USC § 47123

The Contractor agrees that it will comply with pertinent statutes, Executive Orders and such rules as are promulgated to ensure that no person shall, on the grounds of race, creed, color, national origin, sex, age, or disability be excluded from participating in any activity conducted with or benefiting from Federal assistance.

This provision binds the Contractor and subcontractors from the bid solicitation period through the completion of the contract. This provision is in addition to that required of Title VI of the Civil Rights Act of 1964.

### CIVIL RIGHTS – TITLE VI ASSURANCES

#### Title VI Solicitation Notice

The Sponsor, 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 any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in



response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.

**Compliance with Nondiscrimination Requirements**

During the performance of this contract, the Contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the “Contractor”) agrees as follows:

1. **Compliance with Regulations:** The Contractor (hereinafter includes Consultants) will comply with the Title VI List of Pertinent Nondiscrimination Acts and Authorities, as they may be amended from time to time, which are herein incorporated by reference and made a part of this contract.
2. **Non-discrimination:** The Contractor, with regard to the work performed by it during the contract, will not discriminate on the grounds of race, color, or national origin in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The Contractor will not participate directly or indirectly in the discrimination prohibited by the Nondiscrimination Acts and Authorities, including employment practices when the contract covers any activity, project, or program set forth in Appendix B of 49 CFR Part 21.
3. **Solicitations for Subcontracts, Including Procurements of Materials and Equipment:** In all solicitations, either by competitive bidding, or negotiation made by the Contractor for work to be performed under a subcontract, including procurements of materials, or leases of equipment, each potential subcontractor or supplier will be notified by the Contractor of the Contractor’s obligations under this contract and the Nondiscrimination Acts And Authorities on the grounds of race, color, or national origin.
4. **Information and Reports:** The Contractor will provide all information and reports required by the Acts, the Regulations, and directives issued pursuant thereto and will permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the Sponsor or the Federal Aviation Administration to be pertinent to ascertain compliance with such Nondiscrimination Acts And Authorities and instructions. Where any information required of a Contractor is in the exclusive possession of another who fails or refuses to furnish the information, the Contractor will so certify to the Sponsor or the Federal Aviation Administration, as appropriate, and will set forth what efforts it has made to obtain the information.
5. **Sanctions for Noncompliance:** In the event of a Contractor’s noncompliance with the non-discrimination provisions of this contract, the Sponsor will impose such contract sanctions as it or the Federal Aviation Administration may determine to be appropriate, including, but not limited to:
  - a. Withholding payments to the Contractor under the contract until the Contractor complies; and/or
  - b. Cancelling, terminating, or suspending a contract, in whole or in part.
6. **Incorporation of Provisions:** The Contractor will include the provisions of paragraphs one through six in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Acts, the Regulations, and directives issued pursuant thereto. The Contractor will take action with respect to any subcontract or procurement as the Sponsor or the Federal Aviation Administration may direct as a means of enforcing such



provisions including sanctions for noncompliance. Provided, that if the Contractor becomes involved in, or is threatened with litigation by a subcontractor, or supplier because of such direction, the Contractor may request the Sponsor to enter into any litigation to protect the interests of the Sponsor. In addition, the Contractor may request the United States to enter into the litigation to protect the interests of the United States.

*Title VI List of Pertinent Nondiscrimination Acts and Authorities*

During the performance of this contract, the Contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the “Contractor”) agrees to comply with the following non-discrimination statutes and authorities; including but not limited to:

- 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);
- 49 CFR Part 21 (Non-discrimination In Federally-Assisted Programs of The Department of Transportation—Effectuation of Title VI of The Civil Rights Act of 1964);
- The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 et seq.), as amended, (prohibits discrimination on the basis of disability); and 49 CFR part 27;
- The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 et seq.), (prohibits discrimination on the basis of age);
- Airport and Airway Improvement Act of 1982, (49 USC § 471, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex);
- The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms “programs or activities” to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not);
- Titles II and III of the Americans with Disabilities Act of 1990, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131 – 12189) as implemented by U.S. Department of Transportation regulations at 49 CFR parts 37 and 38;
- The Federal Aviation Administration’s Non-discrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex);
- Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures non-discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations;



- Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100);
- Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. 1681 et seq).

## **DISADVANTAGED BUSINESS ENTERPRISE**

Reference: 49 CFR Part 26

### Solicitation Language (Project Goal)

#### Information Submitted as a matter of bidder responsiveness:

The Owner's award of this contract is conditioned upon Bidder or Offeror satisfying the good faith effort requirements of 49 CFR §26.53.

As a condition of bid responsiveness, the Bidder or Offeror must submit the following information with their proposal on the forms provided herein:

- 1) The names and addresses of Disadvantaged Business Enterprise (DBE) firms that will participate in the contract;
- 2) A description of the work that each DBE firm will perform;
- 3) The dollar amount of the participation of each DBE firm listed under (1)
- 4) Written statement from Bidder or Offeror that attests their commitment to use the DBE firm(s) listed under (1) to meet the Owner's project goal;
- 5) If Bidder or Offeror cannot meet the advertised project DBE goal; evidence of good faith efforts undertaken by the Bidder or Offeror as described in appendix A to 49 CFR Part 26.

#### Information submitted as a matter of bidder responsibility:

The Owner's award of this contract is conditioned upon Bidder or Offeror satisfying the good faith effort requirements of 49 CFR §26.53.

The successful Bidder or Offeror must provide written confirmation of participation from each of the DBE firms the Bidder or Offeror lists in its commitment within five (5) days after bid opening.

- 1) The names and addresses of Disadvantaged Business Enterprise (DBE) firms that will participate in the contract;
- 2) A description of the work that each DBE firm will perform;
- 3) The dollar amount of the participation of each DBE firm listed under (1)
- 4) Written statement from Bidder or Offeror that attests their commitment to use the DBE firm(s) listed under (1) to meet the Owner's project goal; and
- 5) If Bidder or Offeror cannot meet the advertised project DBE goal, evidence of good faith efforts undertaken by the Bidder or Offeror as described in appendix A to 49 CFR part 26.



*Race/Gender Neutral*

The requirements of 49 CFR Part 26 apply to this contract. It is the policy of the Owner to practice nondiscrimination based on race, color, sex or national origin in the award or performance of this contract. The Owner encourages participation by all firms qualifying under this solicitation regardless of business size or ownership.

*Contract Assurance (§ 26.13)*

The Contractor or subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The Contractor shall carry out applicable requirements of 49 CFR part 26 in the award and administration of U.S. Department of Transportation-assisted contracts. Failure by the Contractor to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy as the Owner deems appropriate, which may include, but is not limited to:

- 1) Withholding monthly progress payments;
- 2) Assessing sanctions;
- 3) Liquidated damages; and/or
- 4) Disqualifying the Contractor from future bidding as non-responsible.

*Prompt Payment (§26.29)*

The Prime Contractor agrees to pay each subcontractor under this prime contract for satisfactory performance of its contract no later than thirty (30) calendar days from the receipt of each payment the Prime Contractor receives from the Owner. The Prime Contractor agrees further to return retainage payments to each subcontractor within thirty (30) calendar days after the subcontractor's work is satisfactorily completed. Any delay or postponement of payment from the above referenced time frame may occur only for good cause following written approval of the Owner. This clause applies to both DBE and non-DBE subcontractors.

**ENERGY CONSERVATION REQUIREMENTS**

Reference: 2 CFR § 200 Appendix II(H)

Contractor and Subcontractor(s) agree to comply with mandatory standards and policies relating to energy efficiency as contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act (42 U.S.C. 6201 et seq).

**FEDERAL FAIR LABOR STANDARDS ACT (FEDERAL MINIMUM WAGE)**

Reference: 29 USC § 201, et seq.

All contracts and subcontracts that result from this solicitation incorporate by reference the provisions of 29 CFR Part 201, the Federal Fair Labor Standards Act (FLSA), with the same force and effect as if given in full text. The FLSA sets minimum wage, overtime pay, recordkeeping, and child labor standards for full and part time workers.

The Contractor has full responsibility to monitor compliance to the referenced statute or regulation. The Contractor must address any claims or disputes that arise from this requirement directly with the U.S. Department of Labor – Wage and Hour Division.



## **OCCUPATIONAL SAFETY AND HEALTH ACT OF 1970**

Reference: 20 CFR Part 1910

All contracts and subcontracts that result from this solicitation incorporate by reference the requirements of 29 CFR Part 1910 with the same force and effect as if given in full text. The employer must provide a work environment that is free from recognized hazards that may cause death or serious physical harm to the employee. The employer retains full responsibility to monitor its compliance and their subcontractor's compliance with the applicable requirements of the Occupational Safety and Health Act of 1970 (20 CFR Part 1910). The employee must address any claims or disputes that pertain to a referenced requirement directly with the U.S. Department of Labor – Occupational Safety and Health Administration.

## **RIGHT TO INVENTIONS**

Reference: 2 CFR § 200 Appendix II(F) and 37 CFR §401

Contracts or agreements that include the performance of experimental, developmental, or research work must provide for the rights of the Federal Government and the Owner in any resulting invention as established by 37 CFR Part 401, Rights to Inventions Made by Non-profit Organizations and Small Business Firms under Government Grants, Contracts, and Cooperative Agreements. This contract incorporates by reference the patent and inventions rights as specified within in the 37 CFR §401.14. Contractor must include this requirement in all sub-tier contracts involving experimental, developmental or research work.

## **SEISMIC SAFETY**

Reference: 49 CFR Part 41

The Contractor agrees to ensure that all work performed under this contract, including work performed by subcontractors, conforms to a building code standard that provides a level of seismic safety substantially equivalent to standards established by the National Earthquake Hazards Reduction Program (NEHRP). Local building codes that model their code after the current version of the International Building Code (IBC) meet the NEHRP equivalency level for seismic safety.

## **TAX DELINQUENCY AND FELONY CONVICTIONS**

Reference: Sections 415 and 416 of Title IV, Division L of the Consolidated Appropriations Act, 2014 (Pub. L. 113-76) and DOT Order 4200.6

The Contractor certifies:

- 1) It is not a corporation that has any unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability. A tax delinquency is any unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted, or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability.



- 2) It is not a corporation that was convicted of a criminal violation under any Federal law within the preceding 24 months. A felony conviction is a conviction within the preceding twenty four (24) months of a felony criminal violation under any Federal law and includes conviction of an offense defined in a section of the U.S. code that specifically classifies the offense as a felony and conviction of an offense that is classified as a felony under 18 U.S.C. § 3559.

The Contractor agrees to incorporate the above certification in all lower tier subcontracts.

## TRADE RESTRICTION CERTIFICATION

Reference: 49 USC § 50104 and 49 CFR Part 30

By submission of an offer, the Offeror certifies that with respect to this solicitation and any resultant contract, the Offeror:

- 1) is not owned or controlled by one or more citizens of a foreign country included in the list of countries that discriminate against U.S. firms as published by the Office of the United States Trade Representative (U.S.T.R.);
- 2) has not knowingly entered into any contract or subcontract for this project with a person that is a citizen or national of a foreign country included on the list of countries that discriminate against U.S. firms as published by the U.S.T.R; and
- 3) has not entered into any subcontract for any product to be used on the Federal project that is produced in a foreign country included on the list of countries that discriminate against U.S. firms published by the U.S.T.R.

This certification concerns a matter within the jurisdiction of an agency of the United States of America and the making of a false, fictitious, or fraudulent certification may render the maker subject to prosecution under Title 18, United States Code, Section 1001.

The Offeror/Contractor must provide immediate written notice to the Owner if the Offeror/Contractor learns that its certification or that of a subcontractor was erroneous when submitted or has become erroneous by reason of changed circumstances. The Contractor must require subcontractors provide immediate written notice to the Contractor if at any time it learns that its certification was erroneous by reason of changed circumstances.

Unless the restrictions of this clause are waived by the Secretary of Transportation in accordance with 49 CFR 30.17, no contract shall be awarded to an Offeror or subcontractor:

- 1) who is owned or controlled by one or more citizens or nationals of a foreign country included on the list of countries that discriminate against U.S. firms published by the U.S.T.R. or
- 2) whose subcontractors are owned or controlled by one or more citizens or nationals of a foreign country on such U.S.T.R. list or
- 3) who incorporates in the public works project any product of a foreign country on such U.S.T.R. list;

Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render, in good faith, the certification required by this provision. The knowledge



and information of a Contractor is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

The Offeror agrees that, if awarded a contract resulting from this solicitation, it will incorporate this provision for certification without modification in all lower tier subcontracts. The Contractor may rely on the certification of a prospective subcontractor that it is not a firm from a foreign country included on the list of countries that discriminate against U.S. firms as published by U.S.T.R, unless the Offeror has knowledge that the certification is erroneous.

This certification is a material representation of fact upon which reliance was placed when making an award. If it is later determined that the Contractor or subcontractor knowingly rendered an erroneous certification, the Federal Aviation Administration may direct through the Owner cancellation of the contract or subcontract for default at no cost to the Owner or the Federal Aviation Administration.

### **VETERAN'S PREFERENCE**

Reference: 49 USC § 47112(c)

In the employment of labor (excluding executive, administrative, and supervisory positions), the Contractor and all sub-tier contractors must give preference to covered veterans as defined within Title 49 United States Code Section 47112. Covered veterans include Vietnam-era veterans, Persian Gulf veterans, Afghanistan-Iraq war veterans, disabled veterans, and small business concerns (as defined by 15 U.S.C. 632) owned and controlled by disabled veterans. This preference only applies when there are covered veterans readily available and qualified to perform the work to which the employment relates.



## PROVISIONS APPLICABLE TO CONTRACTS EXCEEDING \$2,000

### COPELAND "ANTI-KICKBACK" ACT

Reference: 2 CFR § 200 Appendix II(D) and 29 CFR Parts 3 and 5

Contractor must comply with the requirements of the Copeland "Anti-Kickback" Act (18 U.S.C. 874 and 40 U.S.C. 3145), as supplemented by Department of Labor regulation 29 CFR part 3. Contractor and subcontractors are prohibited from inducing, by any means, any person employed on the project to give up any part of the compensation to which the employee is entitled. The Contractor and each Subcontractor must submit to the Owner, a weekly statement on the wages paid to each employee performing on covered work during the prior week. Owner must report any violations of the Act to the Federal Aviation Administration.

### DAVIS-BACON REQUIREMENTS

Reference: 2 CFR § 200 Appendix II(D) and 29 CFR Part 5

#### 1. Minimum Wages

(i) All laborers and mechanics employed or working upon the site of the work will be paid unconditionally and not less often than once a week, and without subsequent deduction or rebate on any account (except such payroll deductions as are permitted by the Secretary of Labor under the Copeland Act (29 CFR Part 3)), the full amount of wages and bona fide fringe benefits (or cash equivalent thereof) due at time of payment computed at rates not less than those contained in the wage determination of the Secretary of Labor which is attached hereto and made a part hereof, regardless of any contractual relationship which may be alleged to exist between the Contractor and such laborers and mechanics.

Contributions made or costs reasonably anticipated for bona fide fringe benefits under section 1(b)(2) of the Davis-Bacon Act on behalf of laborers or mechanics are considered wages paid to such laborers or mechanics, subject to the provisions of paragraph (1)(iv) of this section; also, regular contributions made or costs incurred for more than a weekly period (but not less often than quarterly) under plans, funds, or programs which cover the particular weekly period, are deemed to be constructively made or incurred during such weekly period. Such laborers and mechanics shall be paid the appropriate wage rate and fringe benefits on the wage determination for the classification of work actually performed, without regard to skill, except as provided in 29 CFR Part 5.5(a)(4). Laborers or mechanics performing work in more than one classification may be compensated at the rate specified for each classification for the time actually worked therein: *Provided* that the employer's payroll records accurately set forth the time spent in each classification in which work is performed. The wage determination (including any additional classification and wage rates conformed under (1)(ii) of this section) and the Davis-Bacon poster (WH-1321) shall be posted at all times by the Contractor and its subcontractors at the site of the work in a prominent and accessible place where it can easily be seen by the workers.

(ii) (A) thru (D)

(A) The contracting officer shall require that any class of laborers or mechanics, including helpers, which is not listed in the wage determination and which is to be employed under



the contract shall be classified in conformance with the wage determination. The contracting officer shall approve an additional classification and wage rate and fringe benefits therefore only when the following criteria have been met:

- (1) The work to be performed by the classification requested is not performed by a classification in the wage determination; and
- (2) The classification is utilized in the area by the construction industry; and
- (3) The proposed wage rate, including any bona fide fringe benefits, bears a reasonable relationship to the wage rates contained in the wage determination.

(B) If the Contractor and the laborers and mechanics to be employed in the classification (if known), or their representatives, and the contracting officer agree on the classification and wage rate (including the amount designated for fringe benefits where appropriate), a report of the action taken shall be sent by the contracting officer to the Administrator of the Wage and Hour Division, Employment Standards Administration, U.S. Department of Labor, Washington, D.C. 20210. The Administrator, or an authorized representative, will approve, modify, or disapprove every additional classification action within thirty (30) days of receipt and so advise the contracting officer or will notify the contracting officer within the thirty (30)-day period that additional time is necessary.

(C) In the event the Contractor, the laborers, or mechanics to be employed in the classification, or their representatives, and the contracting officer do not agree on the proposed classification and wage rate (including the amount designated for fringe benefits where appropriate), the contracting officer shall refer the questions, including the views of all interested parties and the recommendation of the contracting officer, to the Administrator for determination. The Administrator, or an authorized representative, will issue a determination within thirty (30) days of receipt and so advise the contracting officer or will notify the contracting officer within the thirty (30)-day period that additional time is necessary.

(D) The wage rate (including fringe benefits where appropriate) determined pursuant to subparagraphs (1)(ii) (B) or (C) of this paragraph, shall be paid to all workers performing work in the classification under this contract from the first day on which work is performed in the classification.

(iii) Whenever the minimum wage rate prescribed in the contract for a class of laborers or mechanics includes a fringe benefit which is not expressed as an hourly rate, the Contractor shall either pay the benefit as stated in the wage determination or shall pay another bona fide fringe benefit or an hourly cash equivalent thereof.

(iv) If the Contractor does not make payments to a trustee or other third person, the Contractor may consider as part of the wages of any laborer or mechanic the amount of any costs reasonably anticipated in providing bona fide fringe benefits under a plan or program: *Provided*, that the Secretary of Labor has found, upon the written request of the Contractor, that the applicable standards of the Davis-Bacon Act have been met. The Secretary of Labor may require the Contractor to set aside in a separate account assets for the meeting of obligations under the plan or program.

## 2. Withholding



The Federal Aviation Administration or the Sponsor shall upon its own action or upon written request of an authorized representative of the Department of Labor withhold or cause to be withheld from the Contractor under this contract or any other Federal contract with the same Prime Contractor, or any other Federally-assisted contract subject to Davis-Bacon prevailing wage requirements, which is held by the same Prime Contractor, so much of the accrued payments or advances as may be considered necessary to pay laborers and mechanics, including apprentices, trainees, and helpers, employed by the Contractor or any subcontractor the full amount of wages required by the contract. In the event of failure to pay any laborer or mechanic, including any apprentice, trainee, or helper, employed or working on the site of work, all or part of the wages required by the contract, the Federal Aviation Administration may, after written notice to the Contractor, Sponsor, Applicant, or Owner, take such action as may be necessary to cause the suspension of any further payment, advance, or guarantee of funds until such violations have ceased.

### 3. Payrolls and basic records

(i) Payrolls and basic records relating thereto shall be maintained by the Contractor during the course of the work and preserved for a period of three years thereafter for all laborers and mechanics working at the site of the work. Such records shall contain the name, address, and social security number of each such worker; his or her correct classification; hourly rates of wages paid (including rates of contributions or costs anticipated for bona fide fringe benefits or cash equivalents thereof of the types described in 1(b)(2)(B) of the Davis-Bacon Act); daily and weekly number of hours worked; deductions made; and actual wages paid. Whenever the Secretary of Labor has found under 29 CFR 5.5(a)(1)(iv) that the wages of any laborer or mechanic include the amount of any costs reasonably anticipated in providing benefits under a plan or program described in section 1(b)(2)(B) of the Davis-Bacon Act, the Contractor shall maintain records that show that the commitment to provide such benefits is enforceable, that the plan or program is financially responsible, and that the plan or program has been communicated in writing to the laborers or mechanics affected, and that show the costs anticipated or the actual costs incurred in providing such benefits. Contractors employing apprentices or trainees under approved programs shall maintain written evidence of the registration of apprenticeship programs and certification of trainee programs, the registration of the apprentices and trainees, and the ratios and wage rates prescribed in the applicable programs.

#### (ii) (A) thru (D)

(A) The Contractor shall submit weekly for each week in which any contract work is performed a copy of all payrolls to the Federal Aviation Administration if the agency is a party to the contract, but if the agency is not such a party, the Contractor will submit the payrolls to the applicant, Sponsor, or Owner, as the case may be, for transmission to the Federal Aviation Administration. The payrolls submitted shall set out accurately and completely all of the information required to be maintained under 29 CFR 5.5(a)(3)(i), except that full social security numbers and home addresses shall not be included on weekly transmittals. Instead the payrolls shall only need to include an individually identifying number for each employee (e.g. the last four digits of the employee's social security number). The required weekly payroll information may be submitted in any form desired. Optional Form WH-347 is available for this purpose from the Wage and Hour Division Web site at <https://www.dol.gov/whd/forms/wh347instr.htm> or its successor site. The Prime



Contractor is responsible for the submission of copies of payrolls by all subcontractors. Contractors and subcontractors shall maintain the full social security number and current address of each covered worker, and shall provide them upon request to the Federal Aviation Administration if the agency is a party to the contract, but if the agency is not such a party, the Contractor will submit them to the applicant, Sponsor, or Owner, as the case may be, for transmission to the Federal Aviation Administration, the Contractor, or the Wage and Hour Division of the Department of Labor for purposes of an investigation or audit of compliance with prevailing wage requirements. It is not a violation of this section for a Prime Contractor to require a subcontractor to provide addresses and social security numbers to the Prime Contractor for its own records, without weekly submission to the sponsoring government agency (or the applicant, Sponsor, or Owner).

(B) Each payroll submitted shall be accompanied by a "Statement of Compliance," signed by the Contractor or subcontractor or his or her agent who pays or supervises the payment of the persons employed under the contract and shall certify the following:

- (1) The payroll for the payroll period contains the information required to be provided under 29 CFR § 5.5(a)(3)(ii), the appropriate information is being maintained under 29 CFR § 5.5 (a)(3)(i) and that such information is correct and complete;
- (2) Each laborer and mechanic (including each helper, apprentice and trainee) employed on the contract during the payroll period has been paid the full weekly wages earned, without rebate, either directly or indirectly, and that no deductions have been made either directly or indirectly from the full wages earned, other than permissible deductions as set forth in Regulations 29 CFR Part 3;
- (3) Each laborer or mechanic has been paid not less than the applicable wage rates and fringe benefits or cash equivalents for the classification of work performed, as specified in the applicable wage determination incorporated into the contract.

(C) The weekly submission of a properly executed certification set forth on the reverse side of Optional Form WH-347 shall satisfy the requirement for submission of the "Statement of Compliance" required by paragraph (3)(ii)(B) of this section.

(D) The falsification of any of the above certifications may subject the Contractor or subcontractor to civil or criminal prosecution under Section 1001 of Title 18 and Section 231 of Title 31 of the United States Code.

(iii) The Contractor or subcontractor shall make the records required under paragraph (3)(i) of this section available for inspection, copying or transcription by authorized representatives of the Sponsor, the Federal Aviation Administration, or the Department of Labor, and shall permit such representatives to interview employees during working hours on the job. If the Contractor or subcontractor fails to submit the required records or to make them available, the Federal agency may, after written notice to the Contractor, Sponsor, Applicant, or Owner, take such action as may be necessary to cause the suspension of any further payment, advance, or guarantee of funds. Furthermore, failure to submit the required records upon request or to make such records available may be grounds for debarment action pursuant to 29 CFR 5.12.

#### 4. Apprentices and Trainees

(i) Apprentices



Apprentices will be permitted to work at less than the predetermined rate for the work they performed when they are employed pursuant to and individually registered in a bona fide apprenticeship program registered with the U.S. Department of Labor, Employment and Training Administration, Bureau of Apprenticeship and Training, or with a State Apprenticeship Agency recognized by the Bureau, or if a person is employed in his or her first ninety (90) days of probationary employment as an apprentice in such an apprenticeship program, who is not individually registered in the program, but who has been certified by the Bureau of Apprenticeship and Training or a State Apprenticeship Agency (where appropriate) to be eligible for probationary employment as an apprentice.

The allowable ratio of apprentices to journeymen on the job site in any craft classification shall not be greater than the ratio permitted to the Contractor as to the entire work force under the registered program. Any worker listed on a payroll at an apprentice wage rate, who is not registered or otherwise employed as stated above, shall be paid not less than the applicable wage rate on the wage determination for the classification of work actually performed. In addition, any apprentice performing work on the job site in excess of the ratio permitted under the registered program shall be paid not less than the applicable wage rate on the wage determination for the work actually performed. Where a Contractor is performing construction on a project in a locality other than that in which its program is registered, the ratios and wage rates (expressed in percentages of the journeyman's hourly rate) specified in the Contractor's or subcontractor's registered program shall be observed. Every apprentice must be paid at not less than the rate specified in the registered program for the apprentice's level of progress, expressed as a percentage of the journeymen hourly rate specified in the applicable wage determination.

Apprentices shall be paid fringe benefits in accordance with the provisions of the apprenticeship program. If the apprenticeship program does not specify fringe benefits, apprentices must be paid the full amount of fringe benefits listed on the wage determination for the applicable classification. If the Administrator determines that a different practice prevails for the applicable apprentice classification, fringes shall be paid in accordance with that determination. In the event the Bureau of Apprenticeship and Training, or a State Apprenticeship Agency recognized by the Bureau, withdraws approval of an apprenticeship program, the Contractor will no longer be permitted to utilize apprentices at less than the applicable predetermined rate for the work performed until an acceptable program is approved.

#### (ii) Trainees

Except as provided in 29 CFR 5.16, trainees will not be permitted to work at less than the predetermined rate for the work performed unless they are employed pursuant to and individually registered in a program which has received prior approval, evidenced by formal certification by the U.S. Department of Labor, Employment and Training Administration. The ratio of trainees to journeymen on the job site shall not be greater than permitted under the plan approved by the Employment and Training Administration. Every trainee must be paid at not less than the rate specified in the approved program for the trainee's level of progress, expressed as a percentage of the journeyman hourly rate specified in the applicable wage determination.

Trainees shall be paid fringe benefits in accordance with the provisions of the trainee program. If the trainee program does not mention fringe benefits, trainees shall be paid the



full amount of fringe benefits listed on the wage determination unless the Administrator of the Wage and Hour Division determines that there is an apprenticeship program associated with the corresponding journeyman wage rate on the wage determination that provides for less than full fringe benefits for apprentices. Any employee listed on the payroll at a trainee rate that is not registered and participating in a training plan approved by the Employment and Training Administration shall be paid not less than the applicable wage rate on the wage determination for the classification of work actually performed. In addition, any trainee performing work on the job site in excess of the ratio permitted under the registered program shall be paid not less than the applicable wage rate on the wage determination for the work actually performed. In the event the Employment and Training Administration withdraws approval of a training program, the Contractor will no longer be permitted to utilize trainees at less than the applicable predetermined rate for the work performed until an acceptable program is approved.

(iii) Equal Employment Opportunity. The utilization of apprentices, trainees and journeymen under this part shall be in conformity with the equal employment opportunity requirements of Executive Order 11246, as amended, and 29 CFR Part 30.

#### 5. Compliance with Copeland Act Requirements

The Contractor shall comply with the requirements of 29 CFR Part 3, which are incorporated by reference in this contract.

#### 6. Subcontracts

The Contractor or subcontractor shall insert in any subcontracts the clauses contained in 29 CFR Part 5.5(a)(1) through (10) and such other clauses as the Federal Aviation Administration may by appropriate instructions require, and also a clause requiring the subcontractors to include these clauses in any lower tier subcontracts. The Prime Contractor shall be responsible for the compliance by any subcontractor or lower tier subcontractor with all the contract clauses in 29 CFR Part 5.5.

#### 7. Contract Termination: Debarment

A breach of the contract clauses in paragraph 1 through 10 of this section may be grounds for termination of the contract, and for debarment as a Contractor and a subcontractor as provided in 29 CFR 5.12.

#### 8. Compliance with Davis-Bacon and Related Act Requirements

All rulings and interpretations of the Davis-Bacon and Related Acts contained in 29 CFR Parts 1, 3, and 5 are herein incorporated by reference in this contract.

#### 9. Disputes Concerning Labor Standards

Disputes arising out of the labor standards provisions of this contract shall not be subject to the general disputes clause of this contract. Such disputes shall be resolved in accordance with the procedures of the Department of Labor set forth in 29 CFR Parts 5, 6 and 7. Disputes within the meaning of this clause include disputes between the Contractor (or any of its subcontractors) and the contracting agency, the U.S. Department of Labor, or the employees or their representatives.

#### 10. Certification of Eligibility



(i) By entering into this contract, the Contractor certifies that neither it (nor he or she) nor any person or firm who has an interest in the Contractor's firm is a person or firm ineligible to be awarded Government contracts by virtue of section 3(a) of the Davis-Bacon Act or 29 CFR 5.12(a)(1).

(ii) No part of this contract shall be subcontracted to any person or firm ineligible for award of a Government contract by virtue of section 3(a) of the Davis-Bacon Act or 29 CFR 5.12(a)(1).

(iii) The penalty for making false statements is prescribed in the U.S. Criminal Code, 18 U.S.C. 1001.

### **PROVISIONS APPLICABLE TO CONTRACTS EXCEEDING \$3,500**

#### **DISTRACTED DRIVING**

Reference: Executive Order 13513 and DOT Order 3902.10

In accordance with Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving" (10/1/2009) and DOT Order 3902.10 "Text Messaging While Driving" (12/30/2009), the Federal Aviation Administration encourages recipients of Federal grant funds to adopt and enforce safety policies that decrease crashes by distracted drivers, including policies to ban text messaging while driving when performing work related to a grant or sub-grant.

In support of this initiative, the Owner encourages the Contractor to promote policies and initiatives for its employees and other work personnel that decrease crashes by distracted drivers, including policies that ban text messaging while driving motor vehicles while performing work activities associated with the project. The Contractor must include the substance of this clause in all sub-tier contracts exceeding \$3,500 and involve driving a motor vehicle in performance of work activities associated with the project.

### **PROVISIONS APPLICABLE TO CONTRACTS EXCEEDING \$10,000**

#### **AFFIRMATIVE ACTION REQUIREMENT**

Reference: 41 CFR Part 60-4 and Executive Order 11246

1. The Bidder's or Offeror's attention is called to the "Equal Opportunity Clause" and the "Standard Federal Equal Employment Opportunity Construction Contract Specifications" set forth herein.
2. The goals and timetables for minority and female participation, expressed in percentage terms for the Contractor's aggregate workforce in each trade on all construction work in the covered area, are as follows:

<b>Timetables:</b>	<b>Goal:</b>
Goals for minority participation for each trade:	0.0300
Goals for female participation in each trade:	6.9%



These goals are applicable to all of the Contractor's construction work (whether or not it is Federal or federally-assisted) performed in the covered area. If the Contractor performs construction work in a geographical area located outside of the covered area, it shall apply the goals established for such geographical area where the work is actually performed. With regard to this second area, the Contractor also is subject to the goals for both its federally involved and non-federally involved construction.

The Contractor's compliance with the Executive Order and the regulations in 41 CFR Part 60-4 shall be based on its implementation of the Equal Opportunity Clause, specific affirmative action obligations required by the specifications set forth in 41 CFR 60-4.3(a), and its efforts to meet the goals. The hours of minority and female employment and training must be substantially uniform throughout the length of the contract, and in each trade, and the Contractor shall make a good faith effort to employ minorities and women evenly on each of its projects. The transfer of minority or female employees or trainees from Contractor to Contractor or from project to project for the sole purpose of meeting the Contractor's goals shall be a violation of the contract, the Executive Order and the regulations in 41 CFR Part 60-4. Compliance with the goals will be measured against the total work hours performed.

3. The Contractor shall provide written notification to the Director of the Office of Federal Contract Compliance Programs (OFCCP) within ten (10) working days of award of any construction subcontract in excess of \$10,000 at any tier for construction work under the contract resulting from this solicitation. The notification shall list the name, address, and telephone number of the subcontractor; employer identification number of the subcontractor; estimated dollar amount of the subcontract; estimated starting and completion dates of the subcontract; and the geographical area in which the subcontract is to be performed.
4. As used in this notice and in the contract resulting from this solicitation, the "covered area" is:

State	County	City
Iowa	Fayette	Oelwein

### **EQUAL EMPLOYMENT OPPORTUNITY (EEO)**

Reference: 2 CFR 200, Appendix II(C), 41 CFR § 60-1.4, 41 CFR § 60-4.3, and Executive Order 11246

#### Equal Opportunity Clause

During the performance of this contract, the Contractor agrees as follows:

(1) The Contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, or national origin. The Contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, religion, sex, sexual orientation, gender identify or national origin. Such action shall include, but not be limited to, the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this nondiscrimination clause.



(2) The Contractor will, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, state that all qualified applicants will receive considerations for employment without regard to race, color, religion, sex, or national origin.

(3) The Contractor will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice to be provided advising the said labor union or workers' representatives of the Contractor's commitments under this section and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

(4) The Contractor will comply with all provisions of Executive Order 11246 of September 24, 1965, and of the rules, regulations, and relevant orders of the Secretary of Labor.

(5) The Contractor will furnish all information and reports required by Executive Order 11246 of September 24, 1965, and by rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records, and accounts by the administering agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.

(6) In the event of the Contractor's noncompliance with the nondiscrimination clauses of this contract or with any of the said rules, regulations, or orders, this contract may be canceled, terminated, or suspended in whole or in part and the Contractor may be declared ineligible for further Government contracts or federally assisted construction contracts in accordance with procedures authorized in Executive Order 11246 of September 24, 1965, and such other sanctions may be imposed and remedies invoked as provided in Executive Order 11246 of September 24, 1965, or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.

(7) The Contractor will include the portion of the sentence immediately preceding paragraph (1) and the provisions of paragraphs (1) through (7) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to section 204 of Executive Order 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or vendor. The Contractor will take such action with respect to any subcontract or purchase order as the administering agency may direct as a means of enforcing such provisions, including sanctions for noncompliance: *Provided, however*, that in the event a Contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the administering agency the Contractor may request the United States to enter into such litigation to protect the interests of the United States.

*Standard Federal Equal Employment Opportunity Construction Contract Specifications*

1. As used in these specifications:

- a. "Covered area" means the geographical area described in the solicitation from which this contract resulted;
- b. "Director" means Director, Office of Federal Contract Compliance Programs (OFCCP), U.S. Department of Labor, or any person to whom the Director delegates authority;
- c. "Employer identification number" means the Federal social security number used on the Employer's Quarterly Federal Tax Return, U.S. Treasury Department Form 941;
- d. "Minority" includes:



- (1) Black (all) persons having origins in any of the Black African racial groups not of Hispanic origin);
- (2) Hispanic (all persons of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origin regardless of race);
- (3) Asian and Pacific Islander (all persons having origins in any of the original peoples of the Far East, Southeast Asia, the Indian Subcontinent, or the Pacific Islands); and
- (4) American Indian or Alaskan native (all persons having origins in any of the original peoples of North America and maintaining identifiable tribal affiliations through membership and participation or community identification).

2. Whenever the Contractor, or any subcontractor at any tier, subcontracts a portion of the work involving any construction trade, it shall physically include in each subcontract in excess of \$10,000 the provisions of these specifications and the Notice which contains the applicable goals for minority and female participation and which is set forth in the solicitations from which this contract resulted.

3. If the Contractor is participating (pursuant to 41 CFR 60-4.5) in a Hometown Plan approved by the U.S. Department of Labor in the covered area either individually or through an association, its affirmative action obligations on all work in the Plan area (including goals and timetables) shall be in accordance with that Plan for those trades which have unions participating in the Plan. Contractors shall be able to demonstrate their participation in and compliance with the provisions of any such Hometown Plan. Each Contractor or subcontractor participating in an approved plan is individually required to comply with its obligations under the EEO clause and to make a good faith effort to achieve each goal under the Plan in each trade in which it has employees. The overall good faith performance by other contractors or subcontractors toward a goal in an approved Plan does not excuse any covered Contractor's or subcontractor's failure to take good faith efforts to achieve the Plan goals and timetables.

4. The Contractor shall implement the specific affirmative action standards provided in paragraphs 7.a through 7.p of these specifications. The goals set forth in the solicitation from which this contract resulted are expressed as percentages of the total hours of employment and training of minority and female utilization the Contractor should reasonably be able to achieve in each construction trade in which it has employees in the covered area. Covered construction contractors performing construction work in a geographical area where they do not have a Federal or federally assisted construction contract shall apply the minority and female goals established for the geographical area where the work is being performed. Goals are published periodically in the Federal Register in notice form, and such notices may be obtained from any Office of Federal Contract Compliance Programs office or from Federal procurement contracting officers. The Contractor is expected to make substantially uniform progress in meeting its goals in each craft during the period specified.

5. Neither the provisions of any collective bargaining agreement nor the failure by a union with whom the Contractor has a collective bargaining agreement to refer either minorities or women shall excuse the Contractor's obligations under these specifications, Executive Order 11246, or the regulations promulgated pursuant thereto.

6. In order for the non-working training hours of apprentices and trainees to be counted in meeting the goals, such apprentices and trainees shall be employed by the Contractor during the training



period and the Contractor shall have made a commitment to employ the apprentices and trainees at the completion of their training, subject to the availability of employment opportunities. Trainees shall be trained pursuant to training programs approved by the U.S. Department of Labor.

7. The Contractor shall take specific affirmative actions to ensure equal employment opportunity. The evaluation of the Contractor's compliance with these specifications shall be based upon its effort to achieve maximum results from its actions. The Contractor shall document these efforts fully and shall implement affirmative action steps at least as extensive as the following:

- a. Ensure and maintain a working environment free of harassment, intimidation, and coercion at all sites, and in all facilities at which the Contractor's employees are assigned to work. The Contractor, where possible, will assign two or more women to each construction project. The Contractor shall specifically ensure that all foremen, superintendents, and other onsite supervisory personnel are aware of and carry out the Contractor's obligation to maintain such a working environment, with specific attention to minority or female individuals working at such sites or in such facilities.
- b. Establish and maintain a current list of minority and female recruitment sources, provide written notification to minority and female recruitment sources and to community organizations when the Contractor or its unions have employment opportunities available, and maintain a record of the organizations' responses.
- c. Maintain a current file of the names, addresses, and telephone numbers of each minority and female off-the-street applicant and minority or female referral from a union, a recruitment source, or community organization and of what action was taken with respect to each such individual. If such individual was sent to the union hiring hall for referral and was not referred back to the Contractor by the union or, if referred, not employed by the Contractor, this shall be documented in the file with the reason therefore along with whatever additional actions the Contractor may have taken.
- d. Provide immediate written notification to the Director when the union or unions with which the Contractor has a collective bargaining agreement has not referred to the Contractor a minority person or female sent by the Contractor, or when the Contractor has other information that the union referral process has impeded the Contractor's efforts to meet its obligations.
- e. Develop on-the-job training opportunities and/or participate in training programs for the area which expressly include minorities and women, including upgrading programs and apprenticeship and trainee programs relevant to the Contractor's employment needs, especially those programs funded or approved by the Department of Labor. The Contractor shall provide notice of these programs to the sources compiled under 7b above.
- f. Disseminate the Contractor's EEO policy by providing notice of the policy to unions and training programs and requesting their cooperation in assisting the Contractor in meeting its EEO obligations; by including it in any policy manual and collective bargaining agreement; by publicizing it in the company newspaper, annual report, etc.; by specific review of the policy with all management personnel and with all minority and female employees at least once a year; and by posting the company EEO policy on bulletin boards accessible to all employees at each location where construction work is performed.
- g. Review, at least annually, the company's EEO policy and affirmative action obligations under these specifications with all employees having any responsibility for hiring, assignment, layoff,



termination, or other employment decisions including specific review of these items with onsite supervisory personnel such as superintendents, general foremen, etc., prior to the initiation of construction work at any job site. A written record shall be made and maintained identifying the time and place of these meetings, persons attending, subject matter discussed, and disposition of the subject matter.

h. Disseminate the Contractor's EEO policy externally by including it in any advertising in the news media, specifically including minority and female news media, and providing written notification to and discussing the Contractor's EEO policy with other contractors and subcontractors with whom the Contractor does or anticipates doing business.

i. Direct its recruitment efforts, both oral and written, to minority, female, and community organizations, to schools with minority and female students; and to minority and female recruitment and training organizations serving the Contractor's recruitment area and employment needs. Not later than one month prior to the date for the acceptance of applications for apprenticeship or other training by any recruitment source, the Contractor shall send written notification to organizations, such as the above, describing the openings, screening procedures, and tests to be used in the selection process.

j. Encourage present minority and female employees to recruit other minority persons and women and, where reasonable, provide after school, summer, and vacation employment to minority and female youth both on the site and in other areas of a Contractor's workforce.

k. Validate all tests and other selection requirements where there is an obligation to do so under 41 CFR Part 60-3.

l. Conduct, at least annually, an inventory and evaluation at least of all minority and female personnel, for promotional opportunities and encourage these employees to seek or to prepare for, through appropriate training, etc., such opportunities.

m. Ensure that seniority practices, job classifications, work assignments, and other personnel practices do not have a discriminatory effect by continually monitoring all personnel and employment related activities to ensure that the EEO policy and the Contractor's obligations under these specifications are being carried out.

n. Ensure that all facilities and company activities are non-segregated except that separate or single user toilet and necessary changing facilities shall be provided to assure privacy between the sexes.

o. Document and maintain a record of all solicitations of offers for subcontracts from minority and female construction contractors and suppliers, including circulation of solicitations to minority and female Contractor associations and other business associations.

p. Conduct a review, at least annually, of all supervisor's adherence to and performance under the Contractor's EEO policies and affirmative action obligations.

8. Contractors are encouraged to participate in voluntary associations, which assist in fulfilling one or more of their affirmative action obligations (7.a through 7.p). The efforts of a Contractor association, joint Contractor union, Contractor community, or other similar groups of which the Contractor is a member and participant, may be asserted as fulfilling any one or more of its obligations under 7.a through 7.p of these specifications provided that the Contractor actively participates in the group, makes every effort to assure that the group has a positive impact on the employment of minorities and women in the industry, ensures that the concrete benefits of the



program are reflected in the Contractor's minority and female workforce participation, makes a good faith effort to meet its individual goals and timetables, and can provide access to documentation which demonstrates the effectiveness of actions taken on behalf of the Contractor. The obligation to comply, however, is the Contractor's and failure of such a group to fulfill an obligation shall not be a defense for the Contractor's noncompliance.

9. A single goal for minorities and a separate single goal for women have been established. The Contractor, however, is required to provide equal employment opportunity and to take affirmative action for all minority groups, both male and female, and all women, both minority and non-minority. Consequently, if the particular group is employed in a substantially disparate manner (for example, even though the Contractor has achieved its goals for women generally), the Contractor may be in violation of the Executive Order if a specific minority group of women is underutilized.

10. The Contractor shall not use the goals and timetables or affirmative action standards to discriminate against any person because of race, color, religion, sex, or national origin.

11. The Contractor shall not enter into any subcontract with any person or firm debarred from Government contracts pursuant to Executive Order 11246.

12. The Contractor shall carry out such sanctions and penalties for violation of these specifications and of the Equal Opportunity Clause, including suspension, termination, and cancellation of existing subcontracts as may be imposed or ordered pursuant to Executive Order 11246, as amended, and its implementing regulations, by the Office of Federal Contract Compliance Programs. Any Contractor who fails to carry out such sanctions and penalties shall be in violation of these specifications and Executive Order 11246, as amended.

13. The Contractor, in fulfilling its obligations under these specifications, shall implement specific affirmative action steps, at least as extensive as those standards prescribed in paragraph 7 of these specifications, so as to achieve maximum results from its efforts to ensure equal employment opportunity. If the Contractor fails to comply with the requirements of the Executive Order, the implementing regulations, or these specifications, the Director shall proceed in accordance with 41 CFR 60-4.8.

14. The Contractor shall designate a responsible official to monitor all employment related activity to ensure that the company EEO policy is being carried out, to submit reports relating to the provisions hereof as may be required by the Government, and to keep records. Records shall at least include for each employee, the name, address, telephone number, construction trade, union affiliation if any, employee identification number when assigned, social security number, race, sex, status (e.g., mechanic, apprentice, trainee, helper, or laborer), dates of changes in status, hours worked per week in the indicated trade, rate of pay, and locations at which the work was performed. Records shall be maintained in an easily understandable and retrievable form; however, to the degree that existing records satisfy this requirement, contractors shall not be required to maintain separate records.

15. Nothing herein provided shall be construed as a limitation upon the application of other laws which establish different standards of compliance or upon the application of requirements for the hiring of local or other area residents (e.g., those under the Public Works Employment Act of 1977 and the Community Development Block Grant Program).



## PROCUREMENT OF RECOVERED MATERIALS

Reference: 2 CFR § 200.322, 40 CFR Part 247, and Solid Waste Disposal Act

Contractor and subcontractor agree to comply with Section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act, and the regulatory provisions of 40 CFR Part 247. In the performance of this contract and to the extent practicable, the Contractor and subcontractors are to use products containing the highest percentage of recovered materials for items designated by the Environmental Protection Agency (EPA) under 40 CFR Part 247 whenever:

- a) The contract requires procurement of \$10,000 or more of a designated item during the fiscal year; or,
- b) The Contractor has procured \$10,000 or more of a designated item using Federal funding during the previous fiscal year.

The list of EPA-designated items is available at:

<https://www.epa.gov/smm/comprehensive-procurement-guidelines-construction-products>

Section 6002(c) establishes exceptions to the preference for recovery of EPA-designated products if the Contractor can demonstrate the item is:

- a) Not reasonably available within a timeframe providing for compliance with the contract performance schedule;
- b) Fails to meet reasonable contract performance requirements; or
- c) Is only available at an unreasonable price.

## PROHIBITION OF SEGREGATED FACILITIES

Reference: 41 CFR § 60

(a) The Contractor agrees that it does not and will not maintain or provide for its employees any segregated facilities at any of its establishments, and that it does not and will not permit its employees to perform their services at any location under its control where segregated facilities are maintained. The Contractor agrees that a breach of this clause is a violation of the Equal Opportunity clause in this contract.

(b) "Segregated facilities," as used in this clause, means any waiting rooms, work areas, rest rooms and wash rooms, restaurants and other eating areas, time clocks, locker rooms and other storage or dressing areas, parking lots, drinking fountains, recreation or entertainment areas, transportation, and housing facilities provided for employees that are segregated by explicit directive or are in fact segregated on the basis of race, color, religion, sex, or national origin because of written or oral policies or employee custom. The term does not include separate or single-user rest rooms or necessary dressing or sleeping areas provided to assure privacy between the sexes.

(c) The Contractor shall include this clause in every subcontract and purchase order that is subject to the Equal Opportunity clause of this contract.



## TERMINATION OF CONTRACT

Reference: 2 CFR § 200 Appendix II(B) and FAA Advisory Circular 150/5370-10, Section 80-09

### Termination for Convenience (Construction & Equipment Contracts)

The Owner may terminate this contract in whole or in part at any time by providing written notice to the Contractor. Such action may be without cause and without prejudice to any other right or remedy of Owner. Upon receipt of a written notice of termination, except as explicitly directed by the Owner, the Contractor shall immediately proceed with the following obligations regardless of any delay in determining or adjusting amounts due under this clause:

1. Contractor must immediately discontinue work as specified in the written notice.
2. Terminate all subcontracts to the extent they relate to the work terminated under the notice.
3. Discontinue orders for materials and services except as directed by the written notice.
4. Deliver to the Owner all fabricated and partially fabricated parts, completed and partially completed work, supplies, equipment and materials acquired prior to termination of the work and as directed in the written notice.
5. Complete performance of the work not terminated by the notice.
6. Take action as directed by the Owner to protect and preserve property and work related to this contract that Owner will take possession.

Owner agrees to pay Contractor for:

- 1) completed and acceptable work executed in accordance with the contract documents prior to the effective date of termination;
- 2) documented expenses sustained prior to the effective date of termination in performing work and furnishing labor, materials, or equipment as required by the contract documents in connection with uncompleted work;
- 3) reasonable and substantiated claims, costs and damages incurred in settlement of terminated contracts with Subcontractors and Suppliers; and
- 4) reasonable and substantiated expenses to the Contractor directly attributable to Owner's termination action

Owner will not pay Contractor for loss of anticipated profits or revenue or other economic loss arising out of or resulting from the Owner's termination action.

The rights and remedies this clause provides are in addition to any other rights and remedies provided by law or under this contract.

### Termination for Default (Construction)

Section 80-09 of FAA Advisory Circular 150/5370-10 establishes conditions, rights and remedies associated with Owner termination of this contract due to default of the Contractor.

### Termination for Default (Equipment)

The Owner may, by written notice of default to the Contractor, terminate all or part of this Contract if the Contractor:



1. Fails to commence the Work under the Contract within the time specified in the Notice- to-Proceed;
2. Fails to make adequate progress as to endanger performance of this Contract in accordance with its terms;
3. Fails to make delivery of the equipment within the time specified in the Contract, including any Owner approved extensions;
4. Fails to comply with material provisions of the Contract;
5. Submits certifications made under the Contract and as part of their proposal that include false or fraudulent statements; or
6. Becomes insolvent or declares bankruptcy;

If one or more of the stated events occur, the Owner will give notice in writing to the Contractor and Surety of its intent to terminate the contract for cause. At the Owner's discretion, the notice may allow the Contractor and Surety an opportunity to cure the breach or default.

If within ten (10) days of the receipt of notice, the Contractor or Surety fails to remedy the breach or default to the satisfaction of the Owner, the Owner has authority to acquire equipment by other procurement action. The Contractor will be liable to the Owner for any excess costs the Owner incurs for acquiring such similar equipment.

Payment for completed equipment delivered to and accepted by the Owner shall be at the Contract price. The Owner may withhold from amounts otherwise due the Contractor for such completed equipment, such sum as the Owner determines to be necessary to protect the Owner against loss because of Contractor default.

Owner will not terminate the Contractor's right to proceed with the Work under this clause if the delay in completing the work arises from unforeseeable causes beyond the control and without the fault or negligence of the Contractor. Examples of such acceptable causes include: acts of God, acts of the Owner, acts of another Contractor in the performance of a contract with the Owner, and severe weather events that substantially exceed normal conditions for the location.

If, after termination of the Contractor's right to proceed, the Owner determines that the Contractor was not in default, or that the delay was excusable, the rights and obligations of the parties will be the same as if the Owner issued the termination for the convenience the Owner.

The rights and remedies of the Owner in this clause are in addition to any other rights and remedies provided by law or under this contract.



## PROVISIONS APPLICABLE TO CONTRACTS EXCEEDING \$25,000

### DEBARMENT AND SUSPENSION

Reference: 2 CFR Part 180 (Subpart C), 2 CFR Part 1200, DOT Order 4200.5

#### Certification of Bidder/Offerer Regarding Debarment

By submitting a bid/proposal under this solicitation, the Bidder or Offeror certifies that neither it nor its principals are presently debarred or suspended by any Federal department or agency from participation in this transaction.

#### Certification of Lower Tier Contractors Regarding Debarment

The successful Bidder, by administering each lower tier subcontract that exceeds \$25,000 as a “covered transaction”, must verify each lower tier participant of a “covered transaction” under the project is not presently debarred or otherwise disqualified from participation in this federally assisted project. The successful Bidder will accomplish this by:

1. Checking the System for Award Management at website: <https://www.sam.gov>.
2. Collecting a certification statement similar to the Certificate Regarding Debarment and Suspension (Bidder or Offeror), above.
3. Inserting a clause or condition in the covered transaction with the lower tier contract

If the Federal Aviation Administration (FAA) later determines that a lower tier participant failed to disclose to a higher tier participant that it was excluded or disqualified at the time it entered the covered transaction, the FAA may pursue any available remedies, including suspension and debarment of the non-compliant participant.

## PROVISIONS APPLICABLE TO CONTRACTS EXCEEDING \$100,000

### CONTRACT WORKHOURS AND SAFETY STANDARDS ACT REQUIREMENTS

Reference: 2 CFR § 200 Appendix II (E)

1. Overtime Requirements.

No Contractor or subcontractor contracting for any part of the contract work which may require or involve the employment of laborers or mechanics shall require or permit any such laborer or mechanic, including watchmen and guards, in any workweek in which he or she is employed on such work to work in excess of forty hours in such workweek unless such laborer or mechanic receives compensation at a rate not less than one and one-half times the basic rate of pay for all hours worked in excess of forty hours in such workweek.

2. Violation; Liability for Unpaid Wages; Liquidated Damages.

In the event of any violation of the clause set forth in paragraph (1) of this clause, the Contractor and any subcontractor responsible therefor shall be liable for the unpaid wages. In addition, such Contractor and subcontractor shall be liable to the United States (in the case of work done under contract for the District of Columbia or a territory, to such District or to such territory), for



liquidated damages. Such liquidated damages shall be computed with respect to each individual laborer or mechanic, including watchmen and guards, employed in violation of the clause set forth in paragraph (1) of this clause, in the sum of \$10 for each calendar day on which such individual was required or permitted to work in excess of the standard workweek of forty hours without payment of the overtime wages required by the clause set forth in paragraph (1) of this clause.

### 3. Withholding for Unpaid Wages and Liquidated Damages.

The Federal Aviation Administration (FAA) or the Owner shall upon its own action or upon written request of an authorized representative of the Department of Labor withhold or cause to be withheld, from any moneys payable on account of work performed by the Contractor or subcontractor under any such contract or any other Federal contract with the same Prime Contractor, or any other Federally-assisted contract subject to the Contract Work Hours and Safety Standards Act, which is held by the same Prime Contractor, such sums as may be determined to be necessary to satisfy any liabilities of such Contractor or subcontractor for unpaid wages and liquidated damages as provided in the clause set forth in paragraph (2) of this clause.

### 4. Subcontractors.

The Contractor or subcontractor shall insert in any subcontracts the clauses set forth in paragraphs (1) through (4) and also a clause requiring the subcontractor to include these clauses in any lower tier subcontracts. The Prime Contractor shall be responsible for compliance by any subcontractor or lower tier subcontractor with the clauses set forth in paragraphs (1) through (4) of this clause.

## **LOBBYING AND INFLUENCING FEDERAL EMPLOYEES**

Reference: 31 U.S.C. § 1352 – Byrd Anti-Lobbying Amendment, 2 CFR part 200, Appendix II(J), and 49 CFR part 20, Appendix A

### CERTIFICATION REGARDING LOBBYING

The Bidder or Offeror certifies by signing and submitting this bid or proposal, 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 Bidder or Offeror, 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 Form to Report Lobbying," in accordance with its instructions.
- 3) The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, sub-grants, and contracts



under grants, loans, and cooperative agreements) and that all sub-recipients 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.

## **PROVISIONS APPLICABLE TO CONTRACTS EXCEEDING \$150,000**

### **BREACH OF CONTRACT TERMS**

Reference: 2 CFR § 200 Appendix II(A)

Any violation or breach of terms of this contract on the part of the Contractor or its subcontractors may result in the suspension or termination of this contract or such other action that may be necessary to enforce the rights of the parties of this agreement.

Owner will provide Contractor written notice that describes the nature of the breach and corrective actions the Contractor must undertake in order to avoid termination of the contract. Owner reserves the right to withhold payments to Contractor until such time the Contractor corrects the breach or the Owner elects to terminate the contract. The Owner's notice will identify a specific date by which the Contractor must correct the breach. Owner may proceed with termination of the contract if the Contractor fails to correct the breach by deadline indicated in the Owner's notice.

The duties and obligations imposed by the Contract Documents and the rights and remedies available thereunder are in addition to, and not a limitation of, any duties, obligations, rights and remedies otherwise imposed or available by law.

### **CLEAN AIR AND WATER POLLUTION CONTROL**

References: 2 CFR § 200 Appendix II(G)

Contractor agrees to comply with all applicable standards, orders, and regulations issued pursuant to the Clean Air Act (42 U.S.C. § 740-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. § 1251-1387). The Contractor agrees to report any violation to the Owner immediately upon discovery. The Owner assumes responsibility for notifying the Environmental Protection Agency (EPA) and the Federal Aviation Administration.

The Contractor agrees to incorporate the above certification in all lower tier subcontracts that exceed \$150,000.



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PART 3  
FAA ADVISORY CIRCULAR 150/5370-2G  
OPERATIONAL SAFETY ON AIRPORTS  
DURING CONSTRUCTION









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

# Advisory Circular

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**Subject:** Operational Safety on  
Airports During Construction

**Date:** 12/13/2017

**AC No:** 150/5370-2G

**Initiated By:** AAS-100

**Change:**

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1      **Purpose.**

This AC sets forth guidelines for operational safety on airports during construction.

2      **Cancellation.**

This AC cancels AC 150/5370-2F, *Operational Safety on Airports during Construction*, dated September 29, 2011.

3      **Application.**

This AC assists airport operators in complying with Title 14 Code of Federal Regulations (CFR) Part 139, *Certification of Airports*. For those certificated airports, this AC provides one way, but not the only way, of meeting those requirements. The use of this AC is mandatory for those airport construction projects receiving funds under the Airport Improvement Program (AIP). See Grant Assurance No. 34, *Policies, Standards, and Specifications*. While we do not require non-certificated airports without grant agreements or airports using Passenger Facility Charge (PFC) Program funds for construction projects to adhere to these guidelines, we recommend that they do so to help these airports maintain operational safety during construction.

4      **Related Documents.**

ACs and Orders referenced in the text of this AC do not include a revision letter, as they refer to the latest version. Appendix A contains a list of reading material on airport construction, design, and potential safety hazards during construction, as well as instructions for obtaining these documents.

5      **Principal Changes.**

The AC incorporates the following principal changes:

1. Notification about impacts to both airport owned and FAA-owned NAVAIDs was added. See paragraph 2.13.5.3, NAVAIDs.



2. Guidance for the use of orange construction signs was added. See paragraph 2.18.4.2, Temporary Signs.
3. Open trenches or excavations may be permitted in the taxiway safety area while the taxiway is open to aircraft operations, subject to restrictions. See paragraph 2.22.3.4, Excavations.
4. Guidance for temporary shortened runways and displaced thresholds has been enhanced. See Figure 2-1 and Figure 2-2.
5. Figures have been improved and a new Appendix F on the placement of orange construction signs has been added.

Hyperlinks (allowing the reader to access documents located on the internet and to maneuver within this document) are provided throughout this document and are identified with underlined text. When navigating within this document, return to the previously viewed page by pressing the “ALT” and “←” keys simultaneously.

Figures in this document are schematic representations and are not to scale.

6 **Use of Metrics.**

Throughout this AC, U.S. customary units are used followed with “soft” (rounded) conversion to metric units. The U.S. customary units govern.

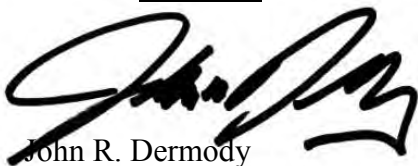
7 **Where to Find this AC.**

You can view a list of all ACs at

[http://www.faa.gov/regulations\\_policies/advisory\\_circulars/](http://www.faa.gov/regulations_policies/advisory_circulars/). You can view the Federal Aviation Regulations at [http://www.faa.gov/regulations\\_policies/faa\\_regulations/](http://www.faa.gov/regulations_policies/faa_regulations/).

8 **Feedback on this AC.**

If you have suggestions for improving this AC, you may use the Advisory Circular Feedback form at the end of this AC.



John R. Dermody  
Director of Airport Safety and Standards



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## CHAPTER 1. PLANNING AN AIRFIELD CONSTRUCTION PROJECT

### 1.1 Overview.

Airports are complex environments, and procedures and conditions associated with construction activities often affect aircraft operations and can jeopardize operational safety. Safety considerations are paramount and may make operational impacts unavoidable. However, careful planning, scheduling, and coordination of construction activities can minimize disruption of normal aircraft operations and avoid situations that compromise the airport's operational safety. The airport operator must understand how construction activities and aircraft operations affect one another to be able to develop an effective plan to complete the project. While the guidance in this AC is primarily used for construction operations, the concepts, methods and procedures described may also enhance the day-to-day airport maintenance operations, such as lighting maintenance and snow removal operations.

### 1.2 Plan for Safety.

Safety, maintaining aircraft operations, and construction costs are all interrelated. Since safety must not be compromised, the airport operator must strike a balance between maintaining aircraft operations and construction costs. This balance will vary widely depending on the operational needs and resources of the airport and will require early coordination with airport users and the FAA. As the project design progresses, the necessary construction locations, activities, and associated costs will be identified and their impact to airport operations must be assessed. Adjustments are made to the proposed construction activities, often by phasing the project, and/or to airport operations to maintain operational safety. This planning effort will ultimately result in a project Construction Safety and Phasing Plan (CSPP). The development of the CSPP takes place through the following five steps:

#### 1.2.1 Identify Affected Areas.

The airport operator must determine the geographic areas on the airport affected by the construction project. Some, such as a runway extension, will be defined by the project. Others may be variable, such as the location of haul routes and material stockpiles.

#### 1.2.2 Describe Current Operations.

Identify the normal airport operations in each affected area for each phase of the project. This becomes the baseline from which the impact on operations by construction activities can be measured. This should include a narrative of the typical users and aircraft operating within the affected areas. It should also include information related to airport operations: the Aircraft Approach Category (AAC) and Airplane Design Group (ADG) of the airplanes that operate on each runway; the ADG and Taxiway Design Group (TDG)<sup>1</sup> for each affected taxiway; designated approach visibility minimums;

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<sup>1</sup> Find Taxiway Design Group information in AC 150/5300-13, *Airport Design*.



available approach and departure procedures; most demanding aircraft; declared distances; available air traffic control services; airport Surface Movement Guidance and Control System (SMGCS) plan; and others. The applicable seasons, days and times for certain operations should also be identified as applicable.

1.2.3 Allow for Temporary Changes to Operations.

To the extent practical, current airport operations should be maintained during the construction. In consultation with airport users, Aircraft Rescue and Fire Fighting (ARFF) personnel, and FAA Air Traffic Organization (ATO) personnel, the airport operator should identify and prioritize the airport's most important operations. The construction activities should be planned, through project phasing if necessary, to safely accommodate these operations. When the construction activities cannot be adjusted to safely maintain current operations, regardless of their importance, then the operations must be revised accordingly. Allowable changes include temporary revisions to approach procedures, restricting certain aircraft to specific runways and taxiways, suspension of certain operations, decreased weights for some aircraft due to shortened runways, and other changes. An example of a table showing temporary operations versus current operations is shown in Appendix E.

1.2.4 Take Required Measures to Revise Operations.

Once the level and type of aircraft operations to be maintained are identified, the airport operator must determine the measures required to safely conduct the planned operations during the construction. These measures will result in associated costs, which can be broadly interpreted to include not only direct construction costs, but also loss of revenue from impacted operations. Analysis of costs may indicate a need to reevaluate allowable changes to operations. As aircraft operations and allowable changes will vary widely among airports, this AC presents general guidance on those subjects.

1.2.5 Manage Safety Risk.

The FAA is committed to incorporating proactive safety risk management (SRM) tools into its decision-making processes. FAA Order 5200.11, *FAA Airports (ARP) Safety Management System (SMS)*, requires the FAA to conduct a Safety Assessment for certain triggering actions. Certain airport projects may require the airport operator to provide a Project Proposal Summary to help the FAA determine whether a Safety Assessment is required prior to FAA approval of the CSPP. The airport operator must coordinate with the appropriate FAA Airports Regional or District Office early in the development of the CSPP to determine the need for a Safety Risk Assessment. If the FAA requires an assessment, the airport operator must at a minimum:

1. Notify the appropriate FAA Airports Regional or District Office during the project "scope development" phase of any project requiring a CSPP.
2. Provide documents identified by the FAA as necessary to conduct SRM.
3. Participate in the SRM process for airport projects.
4. Provide a representative to participate on the SRM panel.



5. Ensure that all applicable SRM identified risks elements are recorded and mitigated within the CSPP.

### 1.3 **Develop a Construction Safety and Phasing Plan (CSPP).**

Development of an effective CSPP will require familiarity with many other documents referenced throughout this AC. See Appendix A for a list of related reading material.

#### 1.3.1 List Requirements.

A CSPP must be developed for each on-airfield construction project funded by the Airport Improvement Program (AIP) or located on an airport certificated under Part 139. For on-airfield construction projects at Part 139 airports funded without AIP funds, the preparation of a CSPP represents an acceptable method the certificate holder may use to meet Part 139 requirements during airfield construction activity. As per FAA Order 5200.11, projects that require Safety Assessments do not include construction, rehabilitation, or change of any facility that is entirely outside the air operations area, does not involve any expansion of the facility envelope and does not involve construction equipment, haul routes or placement of material in locations that require access to the air operations area, increase the facility envelope, or impact line-of-sight. Such facilities may include passenger terminals and parking or other structures. However, extraordinary circumstances may trigger the need for a Safety Assessment and a CSPP. The CSPP is subject to subsequent review and approval under the FAA's Safety Risk Management procedures (see paragraph 1.2.5).

#### 1.3.2 Prepare a Safety Plan Compliance Document (SPCD).

The Safety Plan Compliance Document (SPCD) details how the contractor will comply with the CSPP. Also, it will not be possible to determine all safety plan details (for example specific hazard equipment and lighting, contractor's points of contact, construction equipment heights) during the development of the CSPP. The successful contractor must define such details by preparing an SPCD that the airport operator reviews for approval prior to issuance of a notice-to-proceed. The SPCD is a subset of the CSPP, similar to how a shop drawing review is a subset to the technical specifications.

#### 1.3.3 Assume Responsibility for the CSPP.

The airport operator is responsible for establishing and enforcing the CSPP. The airport operator may use the services of an engineering consultant to help develop the CSPP. However, writing the CSPP cannot be delegated to the construction contractor. Only those details the airport operator determines cannot be addressed before contract award are developed by the contractor and submitted for approval as the SPCD. The SPCD does not restate nor propose differences to provisions already addressed in the CSPP.



#### 1.4 **Who Is Responsible for Safety During Construction?**

##### 1.4.1 Establish a Safety Culture.

Everyone has a role in operational safety on airports during construction: the airport operator, the airport's consultants, the construction contractor and subcontractors, airport users, airport tenants, ARFF personnel, Air Traffic personnel, including Technical Operations personnel, FAA Airports Division personnel, and others, such as military personnel at any airport supporting military operations (e.g. national guard or a joint use facility). Close communication and coordination between all affected parties is the key to maintaining safe operations. Such communication and coordination should start at the project scoping meeting and continue through the completion of the project. The airport operator and contractor should conduct onsite safety inspections throughout the project and immediately remedy any deficiencies, whether caused by negligence, oversight, or project scope change.

##### 1.4.2 Assess Airport Operator's Responsibilities.

An airport operator has overall responsibility for all activities on an airport, including construction. This includes the predesign, design, preconstruction, construction, and inspection phases. Additional information on the responsibilities listed below can be found throughout this AC. The airport operator must:



- 1.4.2.1 Develop a CSPP that complies with the safety guidelines of Chapter 2, Construction Safety and Phasing Plans, and Chapter 3, Guidelines for Writing a CSPP. The airport operator may develop the CSPP internally or have a consultant develop the CSPP for approval by the airport operator. For tenant sponsored projects, approve a CSPP developed by the tenant or its consultant.
- 1.4.2.2 Require, review and approve the SPCD by the contractor that indicates how it will comply with the CSPP and provides details that cannot be determined before contract award.
- 1.4.2.3 Convene a preconstruction meeting with the construction contractor, consultant, airport employees and, if appropriate, tenant sponsor and other tenants to review and discuss project safety before beginning construction activity. The appropriate FAA representatives should be invited to attend the meeting. See AC 150/5370-12, Quality Management for Federally Funded Airport Construction Projects. (Note “FAA” refers to the Airports Regional or District Office, the Air Traffic Organization, Flight Standards Service, and other offices that support airport operations, flight regulations, and construction/environmental policies.)
- 1.4.2.4 Ensure contact information is accurate for each representative/point of contact identified in the CSPP and SPCD.
- 1.4.2.5 Hold weekly or, if necessary, daily safety meetings with all affected parties to coordinate activities.
- 1.4.2.6 Notify users, ARFF personnel, and FAA ATO personnel of construction and conditions that may adversely affect the operational safety of the airport via Notices to Airmen (NOTAM) and other methods, as appropriate. Convene a meeting for review and discussion if necessary.
- 1.4.2.7 Ensure construction personnel know applicable airport procedures and changes to those procedures that may affect their work.
- 1.4.2.8 Ensure that all temporary construction signs are located per the scheduled list for each phase of the project.
- 1.4.2.9 Ensure construction contractors and subcontractors undergo training required by the CSPP and SPCD.
- 1.4.2.10 Ensure vehicle and pedestrian operations addressed in the CSPP and SPCD are coordinated with airport tenants, the airport traffic control tower (ATCT), and construction contractors.
- 1.4.2.11 At certificated airports, ensure each CSPP and SPCD is consistent with Part 139.



- 1.4.2.12 Conduct inspections sufficiently frequently to ensure construction contractors and tenants comply with the CSPP and SPCD and that there are no altered construction activities that could create potential safety hazards.
  - 1.4.2.13 Take immediate action to resolve safety deficiencies.
  - 1.4.2.14 At airports subject to 49 CFR Part 1542, *Airport Security*, ensure construction access complies with the security requirements of that regulation.
  - 1.4.2.15 Notify appropriate parties when conditions exist that invoke provisions of the CSPP and SPCD (for example, implementation of low-visibility operations).
  - 1.4.2.16 Ensure prompt submittal of a Notice of Proposed Construction or Alteration (Form 7460-1) for conducting an aeronautical study of potential obstructions such as tall equipment (cranes, concrete pumps, other), stock piles, and haul routes. A separate form may be filed for each potential obstruction, or one form may be filed describing the entire construction area and maximum equipment height. In the latter case, a separate form must be filed for any object beyond or higher than the originally evaluated area/height. The FAA encourages online submittal of forms for expediency at <https://oeaaa.faa.gov/oeaaa/external/portal.jsp>. The appropriate FAA Airports Regional or District Office can provide assistance in determining which objects require an aeronautical study.
  - 1.4.2.17 Ensure prompt transmission of the Airport Sponsor Strategic Event Submission, FAA Form 6000-26, located at [https://oeaaa.faa.gov/oeaaa/external/content/AIRPORT\\_SPONSOR\\_STRATEGIC\\_EVENT\\_SUBMISSION\\_FORM.pdf](https://oeaaa.faa.gov/oeaaa/external/content/AIRPORT_SPONSOR_STRATEGIC_EVENT_SUBMISSION_FORM.pdf), to assure proper coordination for NAS Strategic Interruption per Service Level Agreement with ATO.
  - 1.4.2.18 Promptly notify the FAA Airports Regional or District Office of any proposed changes to the CSPP prior to implementation of the change. Changes to the CSPP require review and approval by the airport operator and the FAA. The FAA Airports Regional or District office will determine if further coordination within the FAA is needed. Coordinate with appropriate local and other federal government agencies, such as Environmental Protection Agency (EPA), Occupational Safety and Health Administration (OSHA), Transportation Security Administration (TSA), and the state environmental agency.
- 1.4.3 Define Construction Contractor's Responsibilities.
- The contractor is responsible for complying with the CSPP and SPCD. The contractor must:



- 1.4.3.1 Submit a Safety Plan Compliance Document (SPCD) to the airport operator describing how it will comply with the requirements of the CSPP and supply any details that could not be determined before contract award. The SPCD must include a certification statement by the contractor, indicating an understanding of the operational safety requirements of the CSPP and the assertion of compliance with the approved CSPP and SPCD unless written approval is granted by the airport operator. Any construction practice proposed by the contractor that does not conform to the CSPP and SPCD may impact the airport's operational safety and will require a revision to the CSPP and SPCD and re-coordination with the airport operator and the FAA in advance.
- 1.4.3.2 Have available at all times copies of the CSPP and SPCD for reference by the airport operator and its representatives, and by subcontractors and contractor employees.
- 1.4.3.3 Ensure that construction personnel are familiar with safety procedures and regulations on the airport. Provide a point of contact who will coordinate an immediate response to correct any construction-related activity that may adversely affect the operational safety of the airport. Many projects will require 24-hour coverage.
- 1.4.3.4 Identify in the SPCD the contractor's on-site employees responsible for monitoring compliance with the CSPP and SPCD during construction. At least one of these employees must be on-site when active construction is taking place.
- 1.4.3.5 Conduct sufficient inspections to ensure construction personnel comply with the CSPP and SPCD and that there are no altered construction activities that could create potential safety hazards.
- 1.4.3.6 Restrict movement of construction vehicles and personnel to permitted construction areas by flagging, barricading, erecting temporary fencing, or providing escorts, as appropriate, and as specified in the CSPP and SPCD.
- 1.4.3.7 Ensure that no contractor employees, employees of subcontractors or suppliers, or other persons enter any part of the air operations area (AOA) from the construction site unless authorized.
- 1.4.3.8 Ensure prompt submittal through the airport operator of Form 7460-1 for the purpose of conducting an aeronautical study of contractor equipment such as tall equipment (cranes, concrete pumps, and other equipment), stock piles, and haul routes when different from cases previously filed by the airport operator. The FAA encourages online submittal of forms for expediency at <https://oeaaa.faa.gov/oeaaa/external/portal.jsp>.



- 1.4.3.9 Ensure that all necessary safety mitigations are understood by all parties involved, and any special requirements of each construction phase will be fulfilled per the approved timeframe.
- 1.4.3.10 Participate in pre-construction meetings to review construction limits, safety mitigations, NOTAMs, and understand all special airport operational needs during each phase of the project.

1.4.4 Define Tenant's Responsibilities.

If planning construction activities on leased property, Airport tenants, such as airline operators, fixed base operators, and FAA ATO/Technical Operations sponsoring construction are strongly encouraged to:

1. Develop, or have a consultant develop, a project specific CSPP and submit it to the airport operator. The airport operator may forgo a complete CSPP submittal and instead incorporate appropriate operational safety principles and measures addressed in the advisory circular within their tenant lease agreements.
2. In coordination with its contractor, develop an SPCD and submit it to the airport operator for approval issued prior to issuance of a Notice to Proceed.
3. Ensure that construction personnel are familiar with safety procedures and regulations on the airport during all phases of the construction.
4. Provide a point of contact of who will coordinate an immediate response to correct any construction-related activity that may adversely affect the operational safety of the airport.
5. Identify in the SPCD the contractor's on-site employees responsible for monitoring compliance with the CSPP and SPCD during construction. At least one of these employees must be on-site when active construction is taking place.
6. Ensure that no tenant or contractor employees, employees of subcontractors or suppliers, or any other persons enter any part of the AOA from the construction site unless authorized.
7. Restrict movement of construction vehicles to construction areas by flagging and barricading, erecting temporary fencing, or providing escorts, as appropriate, as specified in the CSPP and SPCD.
8. Ensure prompt submittal through the airport operator of Form 7460-1 for conducting an aeronautical study of contractor equipment such as tall equipment (cranes, concrete pumps, other), stock piles, and haul routes. The FAA encourages online submittal of forms for expediency at <https://oeaaa.faa.gov/oeaaa/external/portal.jsp>.
9. Participate in pre-construction meetings to review construction limits, safety mitigations, NOTAMs, and understand all special airport operational needs during each phase of the project.



## CHAPTER 2. CONSTRUCTION SAFETY AND PHASING PLANS

### 2.1 Overview.

Aviation safety is the primary consideration at airports, especially during construction. The airport operator's CSPP and the contractor's Safety Plan Compliance Document (SPCD) are the primary tools to ensure safety compliance when coordinating construction activities with airport operations. These documents identify all aspects of the construction project that pose a potential safety hazard to airport operations and outline respective mitigation procedures for each hazard. They must provide information necessary for the Airport Operations department to conduct airfield inspections and expeditiously identify and correct unsafe conditions during construction. All aviation safety provisions included within the project drawings, contract specifications, and other related documents must also be reflected in the CSPP and SPCD.

### 2.2 Assume Responsibility.

Operational safety on the airport remains the airport operator's responsibility at all times. The airport operator must develop, certify, and submit for FAA approval each CSPP. It is the airport operator's responsibility to apply the requirements of the FAA approved CSPP. The airport operator must revise the CSPP when conditions warrant changes and must submit the revised CSPP to the FAA for approval. The airport operator must also require and approve a SPCD from the project contractor.

### 2.3 Submit the CSPP.

Construction Safety and Phasing Plans should be developed concurrently with the project design. Milestone versions of the CSPP should be submitted for review and approval as follows. While these milestones are not mandatory, early submission will help to avoid delays. Submittals are preferred in 8.5 × 11 inch or 11 × 17 inch format for compatibility with the FAA's Obstruction Evaluation / Airport Airspace Analysis (OE / AAA) process.

#### 2.3.1 Submit an Outline/Draft.

By the time approximately 25% to 30% of the project design is completed, the principal elements of the CSPP should be established. Airport operators are encouraged to submit an outline or draft, detailing all CSPP provisions developed to date, to the FAA for review at this stage of the project design.

#### 2.3.2 Submit a CSPP.

The CSPP should be formally submitted for FAA approval when the project design is 80 percent to 90 percent complete. Since provisions in the CSPP will influence contract costs, it is important to obtain FAA approval in time to include all such provisions in the procurement contract.



### 2.3.3 Submit an SPCD.

The contractor should submit the SPCD to the airport operator for approval to be issued prior to the Notice to Proceed.

### 2.3.4 Submit CSPP Revisions.

All revisions to a previously approved CSPP must be re-submitted to the FAA for review and approval/disapproval action.

## 2.4 **Meet CSPP Requirements.**

### 2.4.1 To the extent possible, the CSPP should address the following as outlined in Chapter 3, Guidelines for Writing a CSPP. Details that cannot be determined at this stage are to be included in the SPCD.

1. Coordination.
  - a. Contractor progress meetings.
  - b. Scope or schedule changes.
  - c. FAA ATO coordination.
2. Phasing.
  - a. Phase elements.
  - b. Construction safety drawings.
3. Areas and operations affected by the construction activity.
  - a. Identification of affected areas.
  - b. Mitigation of effects.
4. Protection of navigation aids (NAVAIDs).
5. Contractor access.
  - a. Location of stockpiled construction materials.
  - b. Vehicle and pedestrian operations.
6. Wildlife management.
  - a. Trash.
  - b. Standing water.
  - c. Tall grass and seeds.
  - d. Poorly maintained fencing and gates.
  - e. Disruption of existing wildlife habitat.
7. Foreign Object Debris (FOD) management.
8. Hazardous materials (HAZMAT) management.
9. Notification of construction activities.



- a. Maintenance of a list of responsible representatives/ points of contact.
  - b. NOTAM.
  - c. Emergency notification procedures.
  - d. Coordination with ARFF Personnel.
  - e. Notification to the FAA.
10. Inspection requirements.
- a. Daily (or more frequent) inspections.
  - b. Final inspections.
11. Underground utilities.
12. Penalties.
13. Special conditions.
14. Runway and taxiway visual aids. Marking, lighting, signs, and visual NAVAIDs.
- a. General.
  - b. Markings.
  - c. Lighting and visual NAVAIDs.
  - d. Signs, temporary, including orange construction signs, and permanent signs.
15. Marking and signs for access routes.
16. Hazard marking and lighting.
- a. Purpose.
  - b. Equipment.
17. Work zone lighting for nighttime construction (if applicable).
18. Protection of runway and taxiway safety areas, object free areas, obstacle free zones, and approach/departure surfaces.
- a. Runway Safety Area (RSA).
  - b. Runway Object Free Area (ROFA).
  - c. Taxiway Safety Area (TSA). Provide details for any adjustments to Taxiway Safety Area width to allow continued operation of smaller aircraft. See paragraph 2.22.3.
  - d. Taxiway Object Free Area (TOFA). Provide details for any continued aircraft operations while construction occurs within the TOFA. See paragraph 2.22.4.
  - e. Obstacle Free Zone (OFZ).
  - f. Runway approach/departure surfaces.
19. Other limitations on construction.
- a. Prohibitions.



b. Restrictions.

2.4.2 The Safety Plan Compliance Document (SPCD) should include a general statement by the construction contractor that he/she has read and will abide by the CSPP. In addition, the SPCD must include all supplemental information that could not be included in the CSPP prior to the contract award. The contractor statement should include the name of the contractor, the title of the project CSPP, the approval date of the CSPP, and a reference to any supplemental information (that is, “I, (Name of Contractor), have read the (Title of Project) CSPP, approved on (Date), and will abide by it as written and with the following additions as noted:”). The supplemental information in the SPCD should be written to match the format of the CSPP indicating each subject by corresponding CSPP subject number and title. If no supplemental information is necessary for any specific subject, the statement, “No supplemental information,” should be written after the corresponding subject title. The SPCD should not duplicate information in the CSPP:

1. Coordination. Discuss details of proposed safety meetings with the airport operator and with contractor employees and subcontractors.
2. Phasing. Discuss proposed construction schedule elements, including:
  - a. Duration of each phase.
  - b. Daily start and finish of construction, including “night only” construction.
  - c. Duration of construction activities during:
    - i. Normal runway operations.
    - ii. Closed runway operations.
    - iii. Modified runway “Aircraft Reference Code” usage.
3. Areas and operations affected by the construction activity. These areas and operations should be identified in the CSPP and should not require an entry in the SPCD.
4. Protection of NAVAIDs. Discuss specific methods proposed to protect operating NAVAIDs.
5. Contractor access. Provide the following:
  - a. Details on how the contractor will maintain the integrity of the airport security fence (gate guards, daily log of construction personnel, and other).
  - b. Listing of individuals requiring driver training (for certificated airports and as requested).
  - c. Radio communications.
    - i. Types of radios and backup capabilities.
    - ii. Who will be monitoring radios.
    - iii. Who to contact if the ATCT cannot reach the contractor’s designated person by radio.



- d. Details on how the contractor will escort material delivery vehicles.
- 6. Wildlife management. Discuss the following:
  - a. Methods and procedures to prevent wildlife attraction.
  - b. Wildlife reporting procedures.
- 7. Foreign Object Debris (FOD) management. Discuss equipment and methods for control of FOD, including construction debris and dust.
- 8. Hazardous Materials (HAZMAT) management. Discuss equipment and methods for responding to hazardous spills.
- 9. Notification of construction activities. Provide the following:
  - a. Contractor points of contact.
  - b. Contractor emergency contact.
  - c. Listing of tall or other requested equipment proposed for use on the airport and the timeframe for submitting 7460-1 forms not previously submitted by the airport operator.
  - d. Batch plant details, including 7460-1 submittal.
- 10. Inspection requirements. Discuss daily (or more frequent) inspections and special inspection procedures.
- 11. Underground utilities. Discuss proposed methods of identifying and protecting underground utilities.
- 12. Penalties. Penalties should be identified in the CSPP and should not require an entry in the SPCD.
- 13. Special conditions. Discuss proposed actions for each special condition identified in the CSPP.
- 14. Runway and taxiway visual aids. Including marking, lighting, signs, and visual NAVAIDs. Discuss proposed visual aids including the following:
  - a. Equipment and methods for covering signage and airfield lights.
  - b. Equipment and methods for temporary closure markings (paint, fabric, other).
  - c. Temporary orange construction signs.
  - d. Types of temporary Visual Guidance Slope Indicators (VGSI).
- 15. Marking and signs for access routes. Discuss proposed methods of demarcating access routes for vehicle drivers.
- 16. Hazard marking and lighting. Discuss proposed equipment and methods for identifying excavation areas.
- 17. Work zone lighting for nighttime construction (if applicable). Discuss proposed equipment, locations, aiming, and shielding to prevent interference with air traffic control and aircraft operations.



18. Protection of runway and taxiway safety areas, object free areas, obstacle free zones, and approach/departure surfaces. Discuss proposed methods of identifying, demarcating, and protecting airport surfaces including:
  - a. Equipment and methods for maintaining Taxiway Safety Area standards.
  - b. Equipment and methods to ensure the safe passage of aircraft where Taxiway Safety Area or Taxiway Object Free Area standards cannot be maintained.
  - c. Equipment and methods for separation of construction operations from aircraft operations, including details of barricades.
19. Other limitations on construction should be identified in the CSPP and should not require an entry in the SPCD.

## 2.5 **Coordination.**

Airport operators, or tenants responsible for design, bidding and conducting construction on their leased properties, should ensure at all project developmental stages, such as predesign, prebid, and preconstruction conferences, they capture the subject of airport operational safety during construction (see AC 150/5370-12, *Quality Management for Federally Funded Airport Construction Projects*). In addition, the following should be coordinated as required:

### 2.5.1 Progress Meetings.

Operational safety should be a standing agenda item for discussion during progress meetings throughout the project developmental stages.

### 2.5.2 Scope or Schedule Changes.

Changes in the scope or duration at any of the project stages may require revisions to the CSPP and review and approval by the airport operator and the FAA (see paragraph 1.4.2.17).

### 2.5.3 FAA ATO Coordination.

Early coordination with FAA ATO is highly recommended during the design phase and is required for scheduling Technical Operations shutdowns prior to construction. Coordination is critical to restarts of NAVAID services and to the establishment of any special procedures for the movement of aircraft. Formal agreements between the airport operator and appropriate FAA offices are recommended. All relocation or adjustments to NAVAIDs, or changes to final grades in critical areas, should be coordinated with FAA ATO and may require an FAA flight inspection prior to restarting the facility. Flight inspections must be coordinated and scheduled well in advance of the intended facility restart. Flight inspections may require a reimbursable agreement between the airport operator and FAA ATO. Reimbursable agreements should be coordinated a minimum of 12 months prior to the start of construction. (See paragraph 2.13.5.3.2 for required FAA notification regarding FAA-owned NAVAIDs.)



## 2.6 Phasing.

Once it has been determined what types and levels of airport operations will be maintained, the most efficient sequence of construction may not be feasible. In this case, the sequence of construction may be phased to gain maximum efficiency while allowing for the required operations. The development of the resulting construction phases should be coordinated with local Air Traffic personnel and airport users. The sequenced construction phases established in the CSPP must be incorporated into the project design and must be reflected in the contract drawings and specifications.

### 2.6.1 Phase Elements.

For each phase the CSPP should detail:

- Areas closed to aircraft operations.
- Duration of closures.
- Taxi routes and/or areas of reduced TSA and TOFA to reflect reduced ADG use.
- ARFF access routes.
- Construction staging, disposal, and cleanout areas.
- Construction access and haul routes.
- Impacts to NAVAIDs.
- Lighting, marking, and signing changes.
- Available runway length and/or reduced RSA and ROFA to reflect reduced ADG use.
- Declared distances (if applicable).
- Required hazard marking, lighting, and signing.
- Work zone lighting for nighttime construction (if applicable).
- Lead times for required notifications.

### 2.6.2 Construction Safety Drawings.

Drawings specifically indicating operational safety procedures and methods in affected areas (i.e., construction safety drawings) should be developed for each construction phase. Such drawings should be included in the CSPP as referenced attachments and should also be included in the contract drawing package.

## 2.7 Areas and Operations Affected by Construction Activity.

Runways and taxiways should remain in use by aircraft to the maximum extent possible without compromising safety. Pre-meetings with the FAA ATO will support operational simulations. See Appendix E for an example of a table showing temporary operations versus current operations. The tables in Appendix E can be useful for coordination among all interested parties, including FAA Lines of Business.



## 2.7.1 Identification of Affected Areas.

Identifying areas and operations affected by the construction helps to determine possible safety problems. The affected areas should be identified in the construction safety drawings for each construction phase. (See paragraph 2.6.2.) Of particular concern are:

### 2.7.1.1 **Closing, or Partial Closing, of Runways, Taxiways and Aprons, and Displaced Thresholds.**

When a runway is partially closed, a portion of the pavement is unavailable for any aircraft operation, meaning taxiing, landing, or takeoff in either direction on that pavement is prohibited. A displaced threshold, by contrast, is established to ensure obstacle clearance and adequate safety area for landing aircraft. The pavement prior to the displaced threshold is normally available for take-off in the direction of the displacement and for landing and takeoff in the opposite direction. Misunderstanding this difference, may result in issuance of an inaccurate NOTAM, and can lead to a hazardous condition.

#### 2.7.1.1.1 Partially Closed Runways.

The temporarily closed portion of a partially closed runway will generally extend from the threshold to a taxiway that may be used for entering and exiting the runway. If the closed portion extends to a point between taxiways, pilots will have to back-taxi on the runway, which is an undesirable operation. See Figure 2-1 for a desirable configuration.

#### 2.7.1.1.2 Displaced Thresholds.

Since the portion of the runway pavement between the permanent threshold and a standard displaced threshold is available for takeoff and for landing in the opposite direction, the temporary displaced threshold need not be located at an entrance/exit taxiway. See Figure 2-2.

2.7.1.2 Closing of aircraft rescue and fire fighting access routes.

2.7.1.3 Closing of access routes used by airport and airline support vehicles.

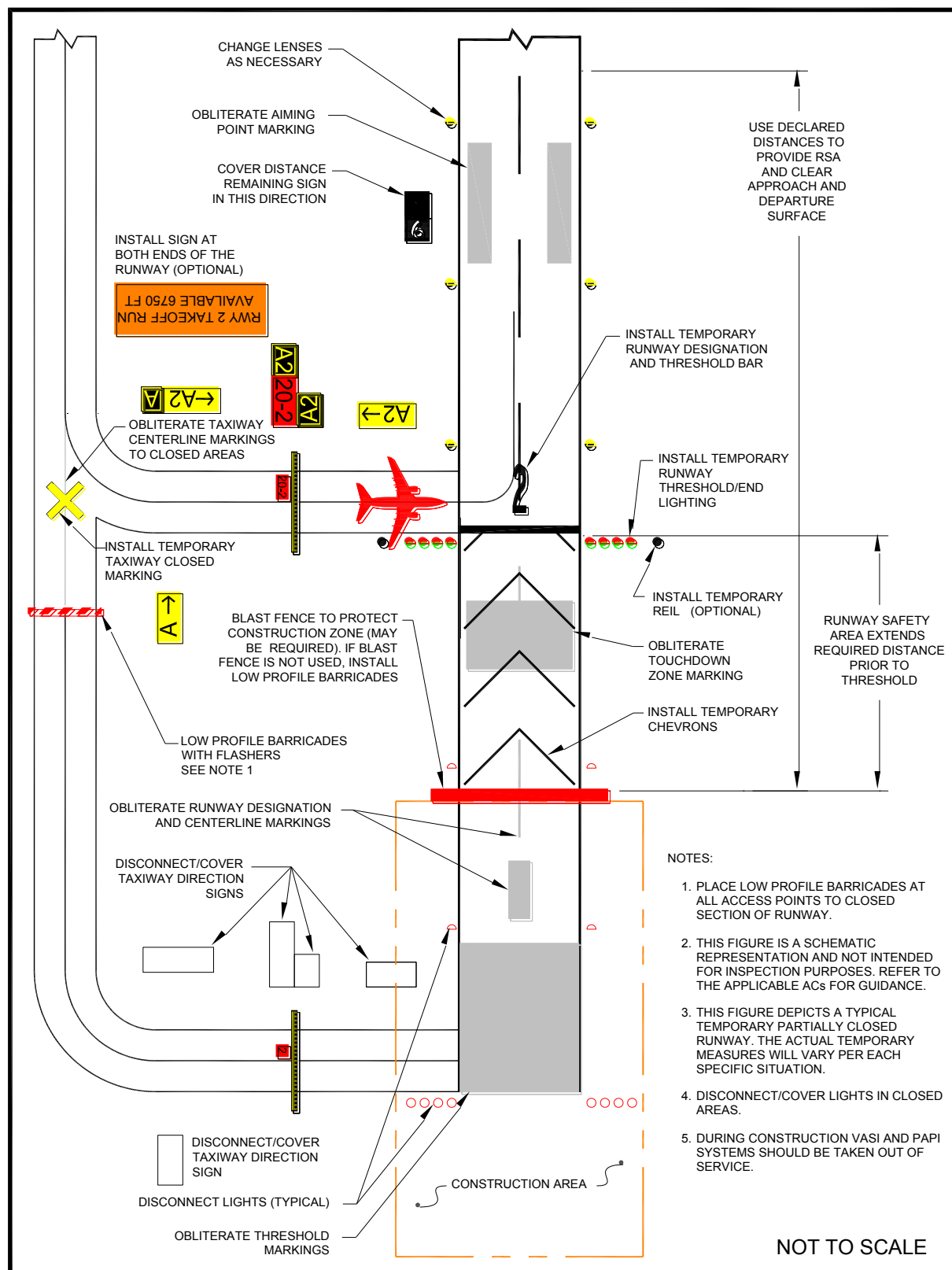
2.7.1.4 Interruption of utilities, including water supplies for fire fighting.

2.7.1.5 Approach/departure surfaces affected by heights of objects.

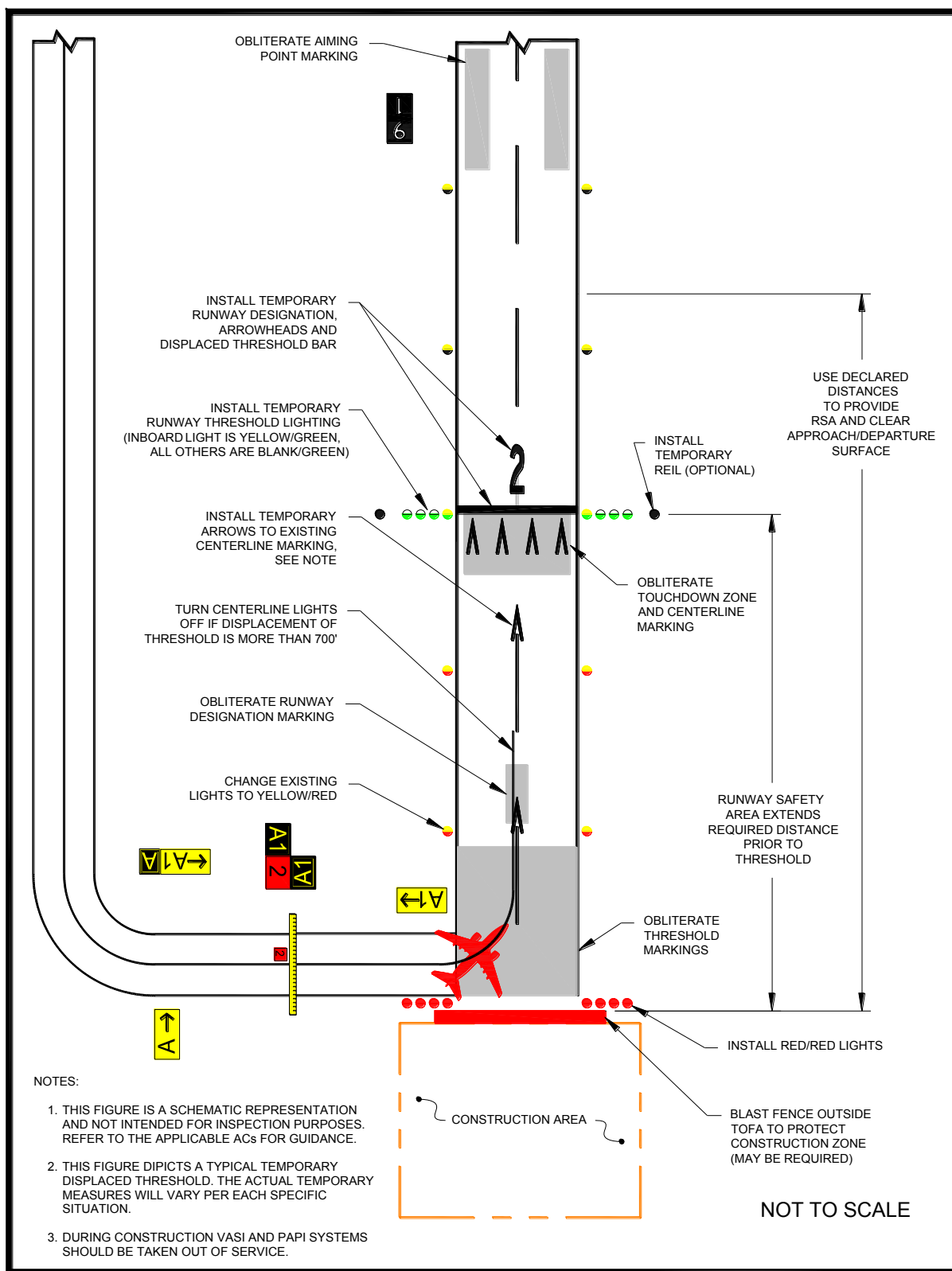
2.7.1.6 Construction areas, storage areas, and access routes near runways, taxiways, aprons, or helipads.



### Figure 2-1. Temporary Partially Closed Runway





**Figure 2-2. Temporary Displaced Threshold**

**Note:** See paragraph 2.18.2.5.



### 2.7.2 Mitigation of Effects.

Establishment of specific procedures is necessary to maintain the safety and efficiency of airport operations. The CSPP must address:

2.7.2.1 Temporary changes to runway and/or taxi operations.

2.7.2.2 Detours for ARFF and other airport vehicles.

2.7.2.3 Maintenance of essential utilities.

2.7.2.4 Temporary changes to air traffic control procedures. Such changes must be coordinated with the ATO.

### 2.8 **Navigation Aid (NAVAID) Protection.**

Before commencing construction activity, parking vehicles, or storing construction equipment and materials near a NAVAID, coordinate with the appropriate FAA ATO/Technical Operations office to evaluate the effect of construction activity and the required distance and direction from the NAVAID. (See paragraph 2.13.5.3.) Construction activities, materials/equipment storage, and vehicle parking near electronic NAVAIDs require special consideration since they may interfere with signals essential to air navigation. If any NAVAID may be affected, the CSPP and SPCD must show an understanding of the “critical area” associated with each NAVAID and describe how it will be protected. Where applicable, the operational critical areas of NAVAIDs should be graphically delineated on the project drawings. Pay particular attention to stockpiling material, as well as to movement and parking of equipment that may interfere with line of sight from the ATCT or with electronic emissions. Interference from construction equipment and activities may require NAVAID shutdown or adjustment of instrument approach minimums for low visibility operations. This condition requires that a NOTAM be filed (see paragraph 2.13.2.). Construction activities and materials/equipment storage near a NAVAID must not obstruct access to the equipment and instruments for maintenance. Submittal of a 7460-1 form is required for construction vehicles operating near FAA NAVAIDs. (See paragraph 2.13.5.3.)

### 2.9 **Contractor Access.**

The CSPP must detail the areas to which the contractor must have access, and explain how contractor personnel will access those areas. Specifically address:

#### 2.9.1 Location of Stockpiled Construction Materials.

Stockpiled materials and equipment storage are not permitted within the RSA and OFZ, and if possible should not be permitted within the Object Free Area (OFA) of an operational runway. Stockpiling material in the OFA requires submittal of a 7460-1 form and justification provided to the appropriate FAA Airports Regional or District Office for approval. The airport operator must ensure that stockpiled materials and equipment adjacent to these areas are prominently marked and lighted during hours of restricted visibility or darkness. (See paragraph 2.18.2.) This includes determining and



verifying that materials are stabilized and stored at an approved location so as not to be a hazard to aircraft operations and to prevent attraction of wildlife and foreign object damage from blowing or tracked material. See paragraphs 2.10 and 2.11.

## 2.9.2 Vehicle and Pedestrian Operations.

The CSPP should include specific vehicle and pedestrian requirements. Vehicle and pedestrian access routes for airport construction projects must be controlled to prevent inadvertent or unauthorized entry of persons, vehicles, or animals onto the AOA. The airport operator should coordinate requirements for vehicle operations with airport tenants, contractors, and the FAA air traffic manager. In regard to vehicle and pedestrian operations, the CSPP should include the following, with associated training requirements:

### 2.9.2.1 **Construction Site Parking.**

Designate in advance vehicle parking areas for contractor employees to prevent any unauthorized entry of persons or vehicles onto the AOA. These areas should provide reasonable contractor employee access to the job site.

### 2.9.2.2 **Construction Equipment Parking.**

Contractor employees must park and service all construction vehicles in an area designated by the airport operator outside the OFZ and never in the safety area of an active runway or taxiway. Unless a complex setup procedure makes movement of specialized equipment infeasible, inactive equipment must not be parked on a closed taxiway or runway. If it is necessary to leave specialized equipment on a closed taxiway or runway at night, the equipment must be well lighted. Employees should also park construction vehicles outside the OFA when not in use by construction personnel (for example, overnight, on weekends, or during other periods when construction is not active). Parking areas must not obstruct the clear line of sight by the ATCT to any taxiways or runways under air traffic control nor obstruct any runway visual aids, signs, or navigation aids. The FAA must also study those areas to determine effects on airport design criteria, surfaces established by 14 CFR Part 77, Safe, Efficient Use, and Preservation of the Navigable Airspace (Part 77), and on NAVAIDs and Instrument Approach Procedures (IAP). See paragraph 2.13.1 for further information.

### 2.9.2.3 **Access and Haul Roads.**

Determine the construction contractor's access to the construction sites and haul roads. Do not permit the construction contractor to use any access or haul roads other than those approved. Access routes used by contractor vehicles must be clearly marked to prevent inadvertent entry to areas open to airport operations. Pay special attention to ensure that if construction traffic is to share or cross any ARFF routes that ARFF right of way is not impeded at any time, and that construction traffic on haul



roads does not interfere with NAVAIDs or approach surfaces of operational runways. Address whether access gates will be blocked or inoperative or if a rally point will be blocked or inaccessible.

2.9.2.4 Marking and lighting of vehicles in accordance with AC 150/5210-5, *Painting, Marking, and Lighting of Vehicles Used on an Airport*.

2.9.2.5 Description of proper vehicle operations on various areas under normal, lost communications, and emergency conditions.

2.9.2.6 Required escorts.

2.9.2.7 **Training Requirements for Vehicle Drivers to Ensure Compliance with the Airport Operator's Vehicle Rules and Regulations.**

Specific training should be provided to vehicle operators, including those providing escorts. See AC 150/5210-20, *Ground Vehicle Operations on Airports*, for information on training and records maintenance requirements.

2.9.2.8 **Situational Awareness.**

Vehicle drivers must confirm by personal observation that no aircraft is approaching their position (either in the air or on the ground) when given clearance to cross a runway, taxiway, or any other area open to airport operations. In addition, it is the responsibility of the escort vehicle driver to verify the movement/position of all escorted vehicles at any given time. At non-towered airports, all aircraft movements and flight operations rely on aircraft operators to self-report their positions and intentions. However, there is no requirement for an aircraft to have radio communications. Because aircraft do not always broadcast their positions or intentions, visual checking, radio monitoring, and situational awareness of the surroundings is critical to safety.

2.9.2.9 **Two-Way Radio Communication Procedures.**

2.9.2.9.1 General.

The airport operator must ensure that tenant and construction contractor personnel engaged in activities involving unescorted operation on aircraft movement areas observe the proper procedures for communications, including using appropriate radio frequencies at airports with and without ATCT. When operating vehicles on or near open runways or taxiways, construction personnel must understand the critical importance of maintaining radio contact, as directed by the airport operator, with:

1. Airport operations
2. ATCT



3. Common Traffic Advisory Frequency (CTAF), which may include UNICOM, MULTICOM.
4. Automatic Terminal Information Service (ATIS). This frequency is useful for monitoring conditions on the airport. Local air traffic will broadcast information regarding construction related runway closures and “shortened” runways on the ATIS frequency.

2.9.2.9.2 Areas Requiring Two-Way Radio Communication with the ATCT.

Vehicular traffic crossing active movement areas must be controlled either by two-way radio with the ATCT, escort, flagman, signal light, or other means appropriate for the particular airport.

2.9.2.9.3 Frequencies to be Used.

The airport operator will specify the frequencies to be used by the contractor, which may include the CTAF for monitoring of aircraft operations. Frequencies may also be assigned by the airport operator for other communications, including any radio frequency in compliance with Federal Communications Commission requirements. At airports with an ATCT, the airport operator will specify the frequency assigned by the ATCT to be used between contractor vehicles and the ATCT.

2.9.2.9.4 Proper radio usage, including read back requirements.

2.9.2.9.5 Proper phraseology, including the International Phonetic Alphabet.

2.9.2.9.6 Light Gun Signals.

Even though radio communication is maintained, escort vehicle drivers must also familiarize themselves with ATCT light gun signals in the event of radio failure. See the FAA safety placard “Ground Vehicle Guide to Airport Signs and Markings.” This safety placard may be downloaded through the Runway Safety Program Web site at [http://www.faa.gov/airports/runway\\_safety/publications/](http://www.faa.gov/airports/runway_safety/publications/) (see “Signs & Markings Vehicle Dashboard Sticker”) or obtained from the FAA Airports Regional Office.

2.9.2.10 **Maintenance of the secured area of the airport, including:**

2.9.2.10.1 Fencing and Gates.

Airport operators and contractors must take care to maintain security during construction when access points are created in the security fencing to permit the passage of construction vehicles or personnel. Temporary gates should be equipped so they can be securely closed and locked to prevent access by animals and unauthorized people. Procedures should be in place to ensure that only authorized persons and vehicles have access to the AOA and to prohibit “piggybacking” behind another person or vehicle. The Department of Transportation (DOT) document DOT/FAA/AR-



00/52, *Recommended Security Guidelines for Airport Planning and Construction*, provides more specific information on fencing. A copy of this document can be obtained from the Airport Consultants Council, Airports Council International, or American Association of Airport Executives.

2.9.2.10.2 Badging Requirements.

Airports subject to 49 CFR Part 1542, *Airport Security*, must meet standards for access control, movement of ground vehicles, and identification of construction contractor and tenant personnel.

2.10 **Wildlife Management.**

The CSPP and SPCD must be in accordance with the airport operator's wildlife hazard management plan, if applicable. See AC 150/5200-33, *Hazardous Wildlife Attractants On or Near Airports*, and CertAlert 98-05, *Grasses Attractive to Hazardous Wildlife*. Construction contractors must carefully control and continuously remove waste or loose materials that might attract wildlife. Contractor personnel must be aware of and avoid construction activities that can create wildlife hazards on airports, such as:

2.10.1 Trash.

Food scraps must be collected from construction personnel activity.

2.10.2 Standing Water.

2.10.3 Tall Grass and Seeds.

Requirements for turf establishment can be at odds with requirements for wildlife control. Grass seed is attractive to birds. Lower quality seed mixtures can contain seeds of plants (such as clover) that attract larger wildlife. Seeding should comply with the guidance in AC 150/5370-10, *Standards for Specifying Construction of Airports*, Item T-901, Seeding. Contact the local office of the United States Department of Agriculture Soil Conservation Service or the State University Agricultural Extension Service (County Agent or equivalent) for assistance and recommendations. These agencies can also provide liming and fertilizer recommendations.

2.10.4 Poorly Maintained Fencing and Gates.

See paragraph 2.9.2.10.1.

2.10.5 Disruption of Existing Wildlife Habitat.

While this will frequently be unavoidable due to the nature of the project, the CSPP should specify under what circumstances (location, wildlife type) contractor personnel should immediately notify the airport operator of wildlife sightings.



**2.11 Foreign Object Debris (FOD) Management.**

Waste and loose materials, commonly referred to as FOD, are capable of causing damage to aircraft landing gears, propellers, and jet engines. Construction contractors must not leave or place FOD on or near active aircraft movement areas. Materials capable of creating FOD must be continuously removed during the construction project. Fencing (other than security fencing) or covers may be necessary to contain material that can be carried by wind into areas where aircraft operate. See AC 150/5210-24, *Foreign Object Debris (FOD) Management*.

**2.12 Hazardous Materials (HAZMAT) Management.**

Contractors operating construction vehicles and equipment on the airport must be prepared to expeditiously contain and clean-up spills resulting from fuel or hydraulic fluid leaks. Transport and handling of other hazardous materials on an airport also requires special procedures. See AC 150/5320-15, *Management of Airport Industrial Waste*.

**2.13 Notification of Construction Activities.**

The CSPP and SPCD must detail procedures for the immediate notification of airport users and the FAA of any conditions adversely affecting the operational safety of the airport. It must address the notification actions described below, as applicable.

2.13.1 List of Responsible Representatives/points of contact for all involved parties, and procedures for contacting each of them, including after hours.

**2.13.2 NOTAMs.**

Only the airport operator may initiate or cancel NOTAMs on airport conditions, and is the only entity that can close or open a runway. The airport operator must coordinate the issuance, maintenance, and cancellation of NOTAMs about airport conditions resulting from construction activities with tenants and the local air traffic facility (control tower, approach control, or air traffic control center), and must either enter the NOTAM into NOTAM Manager, or provide information on closed or hazardous conditions on airport movement areas to the FAA Flight Service Station (FSS) so it can issue a NOTAM. The airport operator must file and maintain a list of authorized representatives with the FSS. Refer to AC 150/5200-28, *Notices to Airmen (NOTAMs) for Airport Operators*, for a sample NOTAM form. Only the FAA may issue or cancel NOTAMs on shutdown or irregular operation of FAA owned facilities. Any person having reason to believe that a NOTAM is missing, incomplete, or inaccurate must notify the airport operator. See paragraph 2.7.1.1 about issuing NOTAMs for partially closed runways versus runways with displaced thresholds.



2.13.3 Emergency notification procedures for medical, fire fighting, and police response.

2.13.4 Coordination with ARFF.

The CSPP must detail procedures for coordinating through the airport sponsor with ARFF personnel, mutual aid providers, and other emergency services if construction requires:

1. The deactivation and subsequent reactivation of water lines or fire hydrants, or
2. The rerouting, blocking and restoration of emergency access routes, or
3. The use of hazardous materials on the airfield.

2.13.5 Notification to the FAA.

2.13.5.1 **Part 77.**

Any person proposing construction or alteration of objects that affect navigable airspace, as defined in Part 77, must notify the FAA. This includes construction equipment and proposed parking areas for this equipment (i.e., cranes, graders, other equipment) on airports. FAA Form 7460-1, *Notice of Proposed Construction or Alteration*, can be used for this purpose and submitted to the appropriate FAA Airports Regional or District Office. See Appendix A to download the form. Further guidance is available on the FAA web site at [oeaaa.faa.gov](http://oeaaa.faa.gov).

2.13.5.2 **Part 157.**

With some exceptions, Title 14 CFR Part 157, *Notice of Construction, Alteration, Activation, and Deactivation of Airports*, requires that the airport operator notify the FAA in writing whenever a non-Federally funded project involves the construction of a new airport; the construction, realigning, altering, activating, or abandoning of a runway, landing strip, or associated taxiway; or the deactivation or abandoning of an entire airport. Notification involves submitting FAA Form 7480-1, *Notice of Landing Area Proposal*, to the nearest FAA Airports Regional or District Office. See Appendix A to download the form.

2.13.5.3 **NAVAIDs.**

For emergency (short-notice) notification about impacts to both airport owned and FAA owned NAVAIDs, contact: 866-432-2622.

2.13.5.3.1 Airport Owned/FAA Maintained.

If construction operations require a shutdown of 24 hours or greater in duration, or more than 4 hours daily on consecutive days, of a NAVAID owned by the airport but maintained by the FAA, provide a 45-day minimum notice to FAA ATO/Technical Operations prior to facility shutdown, using Strategic Event Coordination (SEC) Form 6000.26 contained within FAA Order 6000.15, *General Maintenance Handbook for National Airspace System (NAS) Facilities*.



#### 2.13.5.3.2 FAA Owned.

1. The airport operator must notify the appropriate FAA ATO Service Area Planning and Requirements (P&R) Group a minimum of 45 days prior to implementing an event that causes impacts to NAVAIDs, using SEC Form 6000.26.
2. Coordinate work for an FAA owned NAVAID shutdown with the local FAA ATO/Technical Operations office, including any necessary reimbursable agreements and flight checks. Detail procedures that address unanticipated utility outages and cable cuts that could impact FAA NAVAIDs. Refer to active Service Level Agreement with ATO for specifics.

### 2.14 **Inspection Requirements.**

#### 2.14.1 Daily Inspections.

Inspections should be conducted at least daily, but more frequently if necessary to ensure conformance with the CSPP. A sample checklist is provided in Appendix D, Construction Project Daily Safety Inspection Checklist. See also AC 150/5200-18, Airport Safety Self-Inspection. Airport operators holding a Part 139 certificate are required to conduct self-inspections during unusual conditions, such as construction activities, that may affect safe air carrier operations.

#### 2.14.2 Interim Inspections.

Inspections should be conducted of all areas to be (re)opened to aircraft traffic to ensure the proper operation of lights and signs, for correct markings, and absence of FOD. The contractor should conduct an inspection of the work area with airport operations personnel. The contractor should ensure that all construction materials have been secured, all pavement surfaces have been swept clean, all transition ramps have been properly constructed, and that surfaces have been appropriately marked for aircraft to operate safely. Only if all items on the list meet with the airport operator's approval should the air traffic control tower be notified to open the area to aircraft operations. The contractor should be required to retain a suitable workforce and the necessary equipment at the work area for any last minute cleanup that may be requested by the airport operator prior to opening the area.

#### 2.14.3 Final Inspections.

New runways and extended runway closures may require safety inspections at certificated airports prior to allowing air carrier service. Coordinate with the FAA Airport Certification Safety Inspector (ACSI) to determine if a final inspection will be necessary.



**2.15 Underground Utilities.**

The CSPP and/or SPCD must include procedures for locating and protecting existing underground utilities, cables, wires, pipelines, and other underground facilities in excavation areas. This may involve coordinating with public utilities and FAA ATO/Technical Operations. Note that “One Call” or “Miss Utility” services do not include FAA ATO/Technical Operations.

**2.16 Penalties.**

The CSPP should detail penalty provisions for noncompliance with airport rules and regulations and the safety plans (for example, if a vehicle is involved in a runway incursion). Such penalties typically include rescission of driving privileges or access to the AOA.

**2.17 Special Conditions.**

The CSPP must detail any special conditions that affect the operation of the airport and will require the activation of any special procedures (for example, low-visibility operations, snow removal, aircraft in distress, aircraft accident, security breach, Vehicle / Pedestrian Deviation (VPD) and other activities requiring construction suspension/resumption).

**2.18 Runway and Taxiway Visual Aids.**

This includes marking, lighting, signs, and visual NAVAIDs. The CSPP must ensure that areas where aircraft will be operating are clearly and visibly separated from construction areas, including closed runways. Throughout the duration of the construction project, verify that these areas remain clearly marked and visible at all times and that marking, lighting, signs, and visual NAVAIDs that are to continue to perform their functions during construction remain in place and operational. Visual NAVAIDs that are not serving their intended function during construction must be temporarily disabled, covered, or modified as necessary. The CSPP must address the following, as appropriate:

**2.18.1 General.**

Airport markings, lighting, signs, and visual NAVAIDs must be clearly visible to pilots, not misleading, confusing, or deceptive. All must be secured in place to prevent movement by prop wash, jet blast, wing vortices, and other wind currents and constructed of materials that will minimize damage to an aircraft in the event of inadvertent contact. Items used to secure such markings must be of a color similar to the marking.

**2.18.2 Markings.**

During the course of construction projects, temporary pavement markings are often required to allow for aircraft operations during or between work periods. During the design phase of the project, the designer should coordinate with the project manager,



airport operations, airport users, the FAA Airports project manager, and Airport Certification Safety Inspector for Part 139 airports to determine minimum temporary markings. The FAA Airports project manager will, wherever a runway is closed, coordinate with the appropriate FAA Flight Standards Office and disseminate findings to all parties. Where possible, the temporary markings on finish grade pavements should be placed to mirror the dimensions of the final markings. Markings must be in compliance with the standards of AC 150/5340-1, *Standards for Airport Markings*, except as noted herein. Runways and runway exit taxiways closed to aircraft operations are marked with a yellow X. The preferred visual aid to depict temporary runway closure is the lighted X signal placed on or near the runway designation numbers. (See paragraph 2.18.2.1.2.)

#### **2.18.2.1 Closed Runways and Taxiways.**

##### **2.18.2.1.1 Permanently Closed Runways.**

For runways, obliterate the threshold marking, runway designation marking, and touchdown zone markings, and place an X at each end and at 1,000-foot (300 m) intervals. For a multiple runway environment, if the lighted X on a designated number will be located in the RSA of an adjacent active runway, locate the lighted X farther down the closed runway to clear the RSA of the active runway. In addition, the closed runway numbers located in the RSA of an active runway must be marked with a flat yellow X.

##### **2.18.2.1.2 Temporarily Closed Runways.**

For runways that have been temporarily closed, place an X at each end of the runway directly on or as near as practicable to the runway designation numbers. For a multiple runway environment, if the lighted X on a designated number will be located in the RSA of an adjacent active runway, locate the lighted X farther down the closed runway to clear the RSA of the active runway. In addition, the closed runway numbers located in the RSA of an active runway must be marked with a flat yellow X. See Figure 2-3. See also paragraph 2.18.3.3.

##### **2.18.2.1.3 Partially Closed Runways and Displaced Thresholds.**

When threshold markings are needed to identify the temporary beginning of the runway that is available for landing, the markings must comply with AC 150/5340-1. An X is not used on a partially closed runway or a runway with a displaced threshold. See paragraph 2.7.1.1 for the difference between partially closed runways and runways with displaced thresholds. Because of the temporary nature of threshold displacement due to construction, it is not necessary to re-adjust the existing runway centerline markings to meet standard spacing for a runway with a visual approach. Some of the requirements below may be waived in the cases of low-activity airports and/or short duration changes that are measured in days rather than weeks. Consider whether the presence of an airport traffic



control tower allows for the development of special procedures. Contact the appropriate FAA Airports Regional or District Office for assistance.

**Figure 2-3. Markings for a Temporarily Closed Runway**

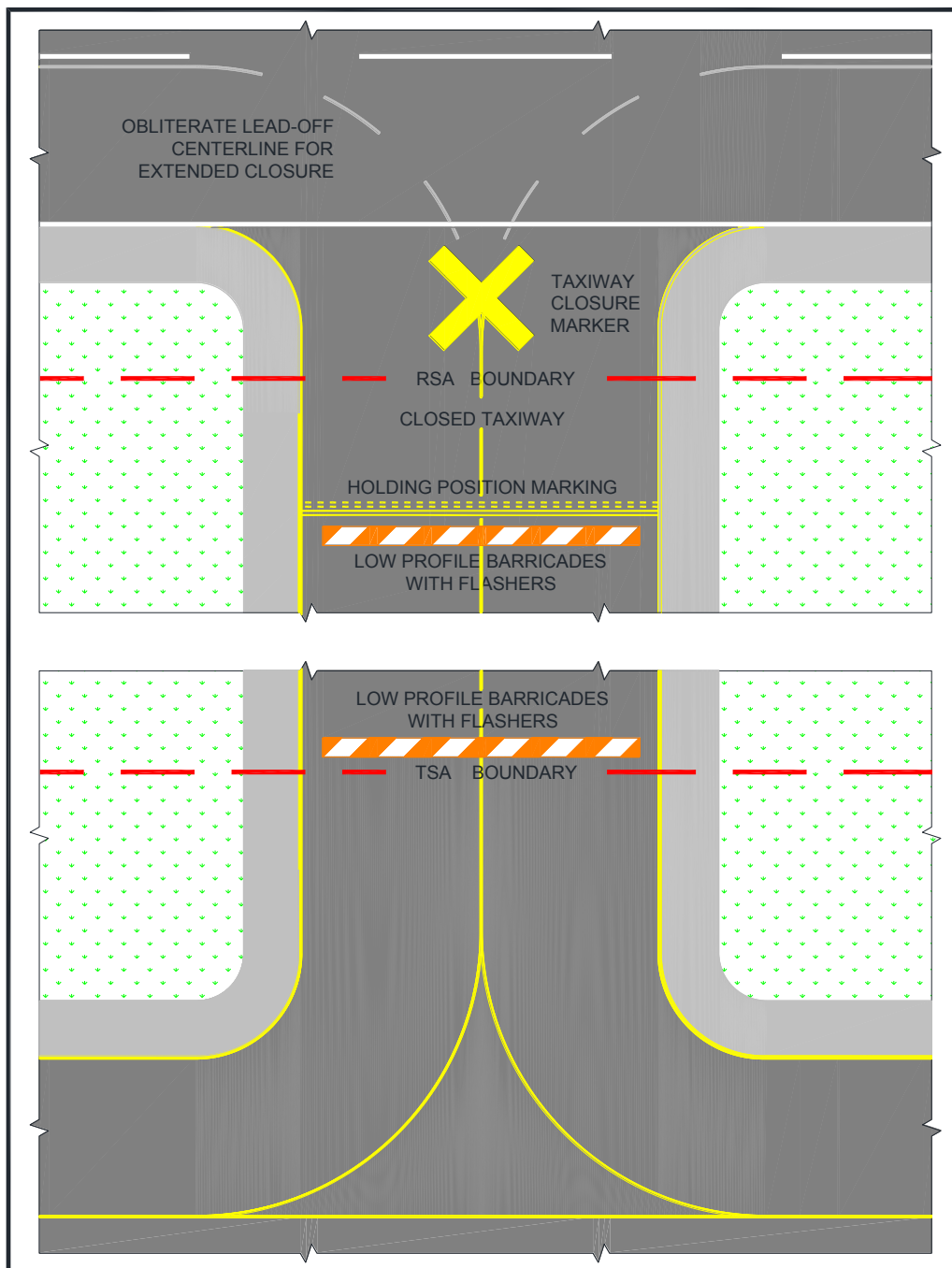


1. **Partially Closed Runways.** Pavement markings for temporary closed portions of the runway consist of a runway threshold bar, runway designation, and yellow chevrons to identify pavement areas that are unsuitable for takeoff or landing (see [AC 150/5340-1](#)). Obliterate or cover markings prior to the moved threshold. Existing touchdown zone markings beyond the moved threshold may remain in place. Obliterate aiming point markings. Issue appropriate NOTAMs regarding any nonstandard markings. See [Figure 2-4](#).
2. **Displaced Thresholds.** Pavement markings for a displaced threshold consist of a runway threshold bar, runway designation, and white arrowheads with and without arrow shafts. These markings are required to identify the portion of the runway before the displaced threshold to provide centerline guidance for pilots during approaches, takeoffs, and landing rollouts from the opposite direction. See [AC 150/5340-1](#). Obliterate markings prior to the displaced threshold. Existing touchdown zone markings beyond the displaced threshold may remain in place. Obliterate aiming point markings. Issue appropriate NOTAMs regarding any nonstandard markings. See [Figure 2-2](#).



2.18.2.1.4 Taxiways.

1. **Permanently Closed Taxiways.** AC 150/5300-13 Airport Design, notes that it is preferable to remove the pavement, but for pavement that is to remain, place an X at the entrance to both ends of the closed section. Obliterate taxiway centerline markings, including runway leadoff lines, leading to the closed taxiway. See Figure 2-4.

**Figure 2-4. Temporary Taxiway Closure**



2. **Temporarily Closed Taxiways.** Place barricades outside the safety area of intersecting taxiways. For runway/taxiway intersections, place an X at the entrance to the closed taxiway from the runway. If the taxiway will be closed for an extended period, obliterate taxiway centerline markings, including runway leadoff lines and taxiway to taxiway turns, leading to the closed section. Always obliterate runway lead-off lines for high speed exits, regardless of the duration of the closure. If the centerline markings will be reused upon reopening the taxiway, it is preferable to paint over the marking. This will result in less damage to the pavement when the upper layer of paint is ultimately removed. See Figure 2-4.

2.18.2.1.5 Temporarily Closed Airport.

When the airport is closed temporarily, mark all the runways as closed.

- 2.18.2.2 If unable to paint temporary markings on the pavement, construct them from any of the following materials: fabric, colored plastic, painted sheets of plywood, or similar materials. They must be properly configured and appropriately secured to prevent movement by prop wash, jet blast, or other wind currents. Items used to secure such markings must be of a color similar to the marking.

- 2.18.2.3 It may be necessary to remove or cover runway markings, including but not limited to, runway designation markings, threshold markings, centerline markings, edge stripes, touchdown zone markings and aiming point markings, depending on the length of construction and type of activity at the airport. When removing runway markings, apply the same treatment to areas between stripes or numbers, as the cleaned area will appear to pilots as a marking in the shape of the treated area.

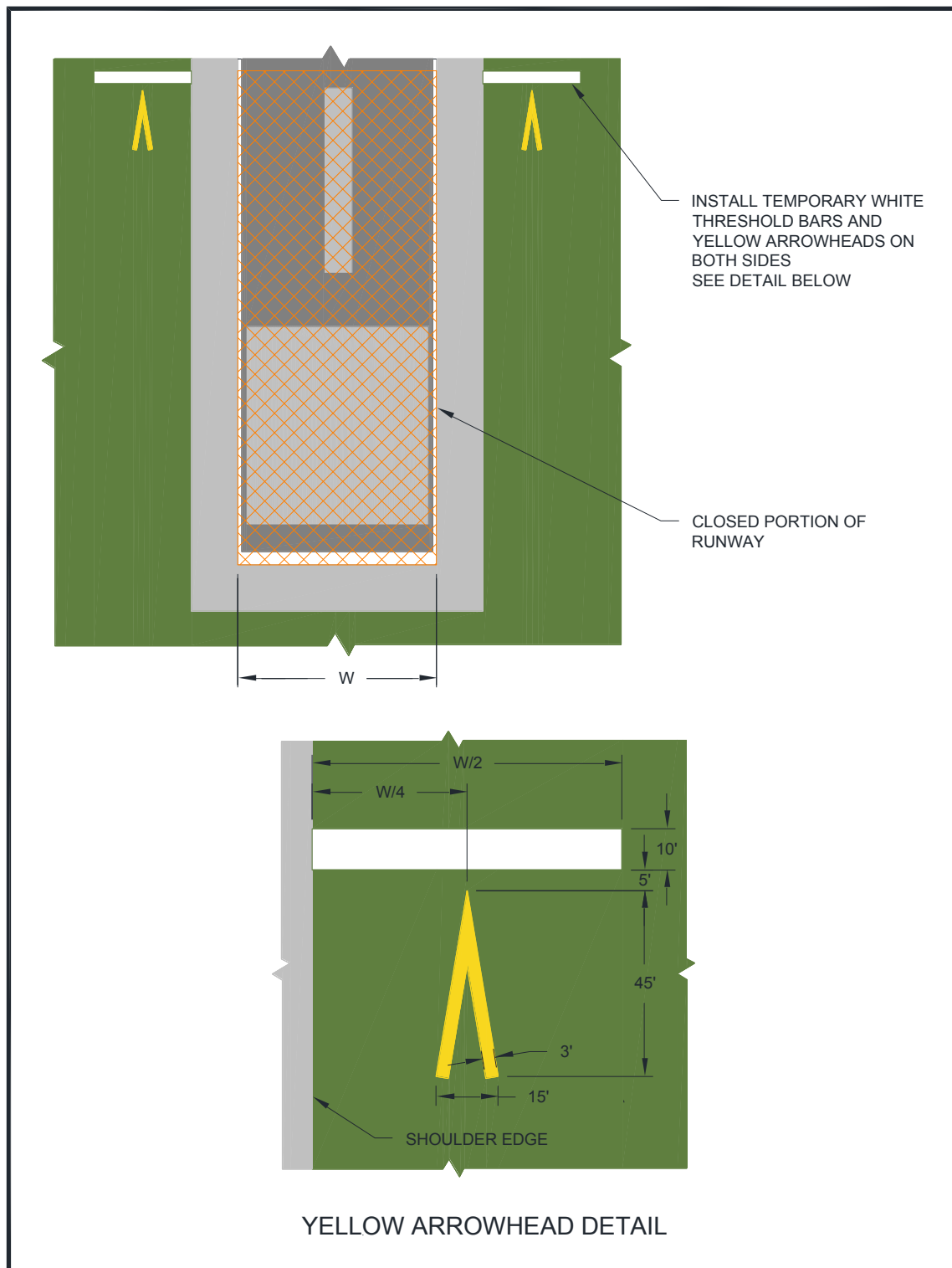
- 2.18.2.4 If it is not possible to install threshold bars, chevrons, and arrows on the pavement, “temporary outboard white threshold bars and yellow arrowheads”, see Figure 2-5, may be used. Locate them outside of the runway pavement surface on both sides of the runway. The dimensions must be as shown in Figure 2-5. If the markings are not discernible on grass or snow, apply a black background with appropriate material over the ground to ensure they are clearly visible.

- 2.18.2.5 The application rate of paint to mark a short-term temporary runway and taxiway markings may deviate from the standard (see Item P-620, “Runway and Taxiway Painting,” in AC 150/5370-10), but the dimensions must meet the existing standards. When applying temporary markings at night, it is recommended that the fast curing, Type II paint be used to help offset the higher humidity and cooler temperatures often experienced at night. Diluting the paint will substantially increase cure time and is not recommended. Glass beads are not recommended for temporary markings. Striated markings may also be used for certain temporary markings. AC



150/5340-1, *Standards for Airport Markings*, has additional guidance on temporary markings.

**Figure 2-5. Temporary Outboard White Threshold Bars and Yellow Arrowheads**





### 2.18.3 Lighting and Visual NAVAIDs.

This paragraph refers to standard runway and taxiway lighting systems. See below for hazard lighting. Lighting installation must be in conformance with AC 150/5340-30, *Design and Installation Details for Airport Visual Aids*, and fixture design in conformance with AC 150/5345-50, *Specification for Portable Runway and Taxiway Lights*. When disconnecting runway and taxiway lighting fixtures, disconnect the associated isolation transformers. See AC 150/5340-26, *Maintenance of Airport Visual Aid Facilities*, for disconnect procedures and safety precautions. Alternately, cover the light fixture in such a way as to prevent light leakage. Avoid removing the lamp from energized fixtures because an excessive number of isolation transformers with open secondaries may damage the regulators and/or increase the current above its normal value. Secure, identify, and place any above ground temporary wiring in conduit to prevent electrocution and fire ignition sources. Maintain mandatory hold signs to operate normally in any situation where pilots or vehicle drivers could mistakenly be in that location. At towered airports certificated under Part 139, holding position signs are required to be illuminated on open taxiways crossing to closed or inactive runways. If the holding position sign is installed on the runway circuit for the closed runway, install a jumper to the taxiway circuit to provide power to the holding position sign for nighttime operations. Where it is not possible to maintain power to signs that would normally be operational, install barricades to exclude aircraft. Figure 2-1, Figure 2-2, Figure 2-3, and Figure 2-4 illustrate temporary changes to lighting and visual NAVAIDs.

#### 2.18.3.1 **Permanently Closed Runways and Taxiways.**

For runways and taxiways that have been permanently closed, disconnect the lighting circuits.

#### 2.18.3.2 **Temporarily Closed Runways and New Runways Not Yet Open to Air Traffic.**

If available, use a lighted X, both at night and during the day, placed at each end of the runway on or near the runway designation numbers facing the approach. (Note that the lighted X must be illuminated at all times that it is on a runway.) The use of a lighted X is required if night work requires runway lighting to be on. See AC 150/5345-55, *Specification for L-893, Lighted Visual Aid to Indicate Temporary Runway Closure*. For runways that have been temporarily closed, but for an extended period, and for those with pilot controlled lighting, disconnect the lighting circuits or secure switches to prevent inadvertent activation. For runways that will be opened periodically, coordinate procedures with the FAA air traffic manager or, at airports without an ATCT, the airport operator. Activate stop bars if available. Figure 2-6 shows a lighted X by day. Figure 2-7 shows a lighted X at night.



**Figure 2-6. Lighted X in Daytime****Figure 2-7. Lighted X at Night****2.18.3.3****Partially Closed Runways and Displaced Thresholds.**

When a runway is partially closed, a portion of the pavement is unavailable for any aircraft operation, meaning taxiing and landing or taking off in either direction. A displaced threshold, by contrast, is put in place to ensure obstacle clearance by landing aircraft. The pavement prior to the displaced threshold is available for takeoff in the direction of the displacement, and for landing and takeoff in the opposite direction. Misunderstanding this difference and issuance of a subsequently inaccurate NOTAM can result in a hazardous situation. For both partially



closed runways and displaced thresholds, approach lighting systems at the affected end must be placed out of service.

2.18.3.3.1 Partially Closed Runways.

Disconnect edge and threshold lights on that part of the runway at and behind the threshold (that is, the portion of the runway that is closed). Alternately, cover the light fixtures in such a way as to prevent light leakage. See Figure 2-1.

2.18.3.3.2 Temporary Displaced Thresholds.

Edge lighting in the area of the displacement emits red light in the direction of approach and yellow light (white for visual runways) in the opposite direction. If the displacement is 700 feet or less, blank out centerline lights in the direction of approach or place the centerline lights out of service. If the displacement is over 700 feet, place the centerline lights out of service. See AC 150/5340-30 for details on lighting displaced thresholds. See Figure 2-2.

2.18.3.3.3 Temporary runway thresholds and runway ends must be lighted if the runway is lighted and it is the intended threshold for night landings or instrument meteorological conditions.

2.18.3.3.4 A temporary threshold on an unlighted runway may be marked by retroreflective, elevated markers in addition to markings noted in paragraph 2.18.2.1.3. Markers seen by aircraft on approach are green. Markers at the rollout end of the runway are red. At certificated airports, temporary elevated threshold markers must be mounted with a frangible fitting (see 14 CFR Part 139.309). At non-certificated airports, the temporary elevated threshold markings may either be mounted with a frangible fitting or be flexible. See AC 150/5345-39, *Specification for L-853, Runway and Taxiway Retroreflective Markers*.

2.18.3.3.5 Temporary threshold lights and runway end lights and related visual NAVAIDs are installed outboard of the edges of the full-strength pavement only when they cannot be installed on the pavement. They are installed with bases at grade level or as low as possible, but not more than 3 inch (7.6 cm) above ground. (The standard above ground height for airport lighting fixtures is 14 inches (35 cm)). When any portion of a base is above grade, place properly compacted fill around the base to minimize the rate of gradient change so aircraft can, in an emergency, cross at normal landing or takeoff speeds without incurring significant damage. See AC 150/5370-10.

2.18.3.3.6 Maintain threshold and edge lighting color and spacing standards as described in AC 150/5340-30. Battery powered, solar, or portable lights that meet the criteria in AC 150/5345-50 may be used. These systems are intended primarily for visual flight rules (VFR) aircraft operations but may



be used for instrument flight rules (IFR) aircraft operations, upon individual approval from the Flight Standards Division of the applicable FAA Regional Office.

- 2.18.3.3.7 When runway thresholds are temporarily displaced, reconfigure yellow lenses (caution zone), as necessary, and place the centerline lights out of service.
- 2.18.3.3.8 Relocate the Visual Glide Slope Indicator (VGSI), such as Visual Approach Slope Indicator (VASI) and Precision Approach Path Indicator (PAPI); other airport lights, such as Runway End Identifier Lights (REIL); and approach lights to identify the temporary threshold. Another option is to disable the VGSI or any equipment that would give misleading indications to pilots as to the new threshold location. Installation of temporary visual aids may be necessary to provide adequate guidance to pilots on approach to the affected runway. If the FAA owns and operates the VGSI, coordinate its installation or disabling with the local ATO/Technical Operations Office. Relocation of such visual aids will depend on the duration of the project and the benefits gained from the relocation, as this can result in great expense. See FAA JO 6850.2, *Visual Guidance Lighting Systems*, for installation criteria for FAA owned and operated NAVAIDs.
- 2.18.3.3.9 Issue a NOTAM to inform pilots of temporary lighting conditions.
- 2.18.3.4 **Temporarily Closed Taxiways.**

If possible, deactivate the taxiway lighting circuits. When deactivation is not possible (for example other taxiways on the same circuit are to remain open), cover the light fixture in a way as to prevent light leakage.

#### 2.18.4 Signs.

To the extent possible, signs must be in conformance with AC 150/5345-44, *Specification for Runway and Taxiway Signs*, and AC 150/5340-18, *Standard for Airport Sign Systems*.

##### 2.18.4.1 **Existing Signs.**

Runway exit signs are to be covered for closed runway exits. Outbound destination signs are to be covered for closed runways. Any time a sign does not serve its normal function or would provide conflicting information, it must be covered or removed to prevent misdirecting pilots. Note that information signs identifying a crossing taxiway continue to perform their normal function even if the crossing taxiway is closed. For long term construction projects, consider relocating signs, especially runway distance remaining signs.



#### 2.18.4.2 Temporary Signs.

Orange construction signs comprise a message in black on an orange background. Orange construction signs may help pilots be aware of changed conditions. The airport operator may choose to introduce these signs as part of a movement area construction project to increase situational awareness when needed. Locate signs outside the taxiway safety limits and ahead of construction areas so pilots can take timely action. Use temporary signs judiciously, striking a balance between the need for information and the increase in pilot workload. When there is a concern of pilot “information overload,” the applicability of mandatory hold signs must take precedence over orange construction signs recommended during construction. Temporary signs must meet the standards for such signs in Engineering Brief 93, *Guidance for the Assembly and Installation of Temporary Orange Construction Signs*. Many criteria in AC 150/5345-44, *Specification for Runway and Taxiway Signs*, are referenced in the Engineering Brief. Permissible sign legends are:

1. CONSTRUCTION AHEAD,
2. CONSTRUCTION ON RAMP, and
3. RWY XX TAKEOFF RUN AVAILABLE XXX FT.

Phasing, supported by drawings and sign schedule, for the installation of orange construction signs must be included in the CSPP or SPCD.

##### 2.18.4.2.1 Takeoff Run Available (TORA) signs.

**Recommended:** Where a runway has been shortened for takeoff, install orange TORA signs well before the hold lines, such as on a parallel taxiway prior to a turn to a runway hold position. See EB 93 for sign size and location.

##### 2.18.4.2.2 Sign legends are shown in Figure F-1.

**Note:** See Figure E-1, Figure E-2, Figure E-3, Figure F-2, and Figure F-3 for examples of orange construction sign locations.

#### 2.19 Marking and Signs for Access Routes.

The CSPP should indicate that pavement markings and signs for construction personnel will conform to AC 150/5340-18 and, to the extent practicable, with the Federal Highway Administration Manual on Uniform Traffic Control Devices (MUTCD) and/or State highway specifications. Signs adjacent to areas used by aircraft must comply with the frangibility requirements of AC 150/5220-23, *Frangible Connections*, which may require modification to size and height guidance in the MUTCD.



## 2.20 Hazard Marking, Lighting and Signing.

2.20.1 Hazard marking, lighting, and signing prevent pilots from entering areas closed to aircraft, and prevent construction personnel from entering areas open to aircraft. The CSPP must specify prominent, comprehensible warning indicators for any area affected by construction that is normally accessible to aircraft, personnel, or vehicles. Hazard marking and lighting must also be specified to identify open manholes, small areas under repair, stockpiled material, waste areas, and areas subject to jet blast. Also consider less obvious construction-related hazards and include markings to identify FAA, airport, and National Weather Service facilities cables and power lines; instrument landing system (ILS) critical areas; airport surfaces, such as RSA, OFA, and OFZ; and other sensitive areas to make it easier for contractor personnel to avoid these areas.

### 2.20.2 Equipment.

#### 2.20.2.1 **Barricades.**

Low profile barricades, including traffic cones, (weighted or sturdily attached to the surface) are acceptable methods used to identify and define the limits of construction and hazardous areas on airports. Careful consideration must be given to selecting equipment that poses the least danger to aircraft but is sturdy enough to remain in place when subjected to typical winds, prop wash and jet blast. The spacing of barricades must be such that a breach is physically prevented barring a deliberate act. For example, if barricades are intended to exclude aircraft, gaps between barricades must be smaller than the wingspan of the smallest aircraft to be excluded; if barricades are intended to exclude vehicles, gaps between barricades must be smaller than the width of the excluded vehicles, generally 4 feet (1.2 meters). Provision must be made for ARFF access if necessary. If barricades are intended to exclude pedestrians, they must be continuously linked. Continuous linking may be accomplished through the use of ropes, securely attached to prevent FOD.

#### 2.20.2.2 **Lights.**

Lights must be red, either steady burning or flashing, and must meet the luminance requirements of the State Highway Department. Batteries powering lights will last longer if lights flash. Lights must be mounted on barricades and spaced at no more than 10 feet (3 meters). Lights must be operated between sunset and sunrise and during periods of low visibility whenever the airport is open for operations. They may be operated by photocell, but this may require that the contractor turn them on manually during periods of low visibility during daytime hours.

#### 2.20.2.3 **Supplement Barricades with Signs (for example) As Necessary.**

Examples are “No Entry” and “No Vehicles.” Be aware of the increased effects of wind and jet blast on barricades with attached signs.



#### 2.20.2.4 Air Operations Area – General.

Barricades are not permitted in any active safety area or on the runway side of a runway hold line. Within a runway or taxiway object free area, and on aprons, use orange traffic cones, flashing or steady burning red lights as noted above, highly reflective collapsible barricades marked with diagonal, alternating orange and white stripes; and/or signs to separate all construction/maintenance areas from the movement area. Barricades may be supplemented with alternating orange and white flags at least 20 by 20 inch (50 by 50 cm) square and securely fastened to eliminate FOD. All barricades adjacent to any open runway or taxiway / taxilane safety area, or apron must be as low as possible to the ground, and no more than 18 inches high, exclusive of supplementary lights and flags. Barricades must be of low mass; easily collapsible upon contact with an aircraft or any of its components; and weighted or sturdily attached to the surface to prevent displacement from prop wash, jet blast, wing vortex, and other surface wind currents. If affixed to the surface, they must be frangible at grade level or as low as possible, but not to exceed 3 inch (7.6 cm) above the ground. Figure 2-8 and Figure 2-9 show sample barricades with proper coloring and flags.

**Figure 2-8. Interlocking Barricades**





**Figure 2-9. Low Profile Barricades****2.20.2.5 Air Operations Area – Runway/Taxiway Intersections.**

Use highly reflective barricades with lights to close taxiways leading to closed runways. Evaluate all operating factors when determining how to mark temporary closures that can last from 10 to 15 minutes to a much longer period of time. However, even for closures of relatively short duration, close all taxiway/runway intersections with barricades. The use of traffic cones is appropriate for short duration closures.

**2.20.2.6 Air Operations Area – Other.**

Beyond runway and taxiway object free areas and aprons, barricades intended for construction vehicles and personnel may be many different shapes and made from various materials, including railroad ties, sawhorses, jersey barriers, or barrels.

**2.20.2.7 Maintenance.**

The construction specifications must include a provision requiring the contractor to have a person on call 24 hours a day for emergency maintenance of airport hazard lighting and barricades. The contractor must file the contact person's information with the airport operator. Lighting should be checked for proper operation at least once per day, preferably at dusk.

**2.21 Work Zone Lighting for Nighttime Construction.**

Lighting equipment must adequately illuminate the work area if the construction is to be performed during nighttime hours. Refer to [AC 150/5370-10](#) for minimum illumination levels for nighttime paving projects. Additionally, it is recommended that all support equipment, except haul trucks, be equipped with artificial illumination to safely



illuminate the area immediately surrounding their work areas. The lights should be positioned to provide the most natural color illumination and contrast with a minimum of shadows. The spacing must be determined by trial. Light towers should be positioned and adjusted to aim away from ATCT cabs and active runways to prevent blinding effects. Shielding may be necessary. Light towers should be removed from the construction site when the area is reopened to aircraft operations. Construction lighting units should be identified and generally located on the construction phasing plans in relationship to the ATCT and active runways and taxiways.

## 2.22 **Protection of Runway and Taxiway Safety Areas.**

Runway and taxiway safety areas, OFZs, OFAs, and approach surfaces are described in AC 150/5300-13. Protection of these areas includes limitations on the location and height of equipment and stockpiled material. An FAA airspace study may be required. Coordinate with the appropriate FAA Airports Regional or District Office if there is any doubt as to requirements or dimensions (see paragraph 2.13.5) as soon as the location and height of materials or equipment are known. The CSPP should include drawings showing all safety areas, object free areas, obstacle free zones and approach departure surfaces affected by construction.

### 2.22.1 Runway Safety Area (RSA).

A runway safety area is the defined surface surrounding the runway prepared or suitable for reducing the risk of damage to airplanes in the event of an undershoot, overshoot, or excursion from the runway (see AC 150/5300-13). Construction activities within the existing RSA are subject to the following conditions:

- 2.22.1.1 No construction may occur within the existing RSA while the runway is open for aircraft operations. The RSA dimensions may be temporarily adjusted if the runway is restricted to aircraft operations requiring an RSA that is equal to the RSA width and length beyond the runway ends available during construction. (See AC 150/5300-13). The temporary use of declared distances and/or partial runway closures may provide the necessary RSA under certain circumstances. Coordinate with the appropriate FAA Airports Regional or District Office to have declared distances information published, and appropriate NOTAMs issued. See AC 150/5300-13 for guidance on the use of declared distances.
- 2.22.1.2 The airport operator must coordinate the adjustment of RSA dimensions as permitted above with the appropriate FAA Airports Regional or District Office and the local FAA air traffic manager and issue a NOTAM.
- 2.22.1.3 The CSPP and SPCD must provide procedures for ensuring adequate distance for protection from blasting operations, if required by operational considerations.



**2.22.1.4 Excavations.**

2.22.1.4.1 Open trenches or excavations are not permitted within the RSA while the runway is open. Backfill trenches before the runway is opened. If backfilling excavations before the runway must be opened is impracticable, cover the excavations appropriately. Covering for open trenches must be designed to allow the safe operation of the heaviest aircraft operating on the runway across the trench without damage to the aircraft.

2.22.1.4.2 Construction contractors must prominently mark open trenches and excavations at the construction site with red or orange flags, as approved by the airport operator, and light them with red lights during hours of restricted visibility or darkness.

**2.22.1.5 Erosion Control.**

Soil erosion must be controlled to maintain RSA standards, that is, the RSA must be cleared and graded and have no potentially hazardous ruts, humps, depressions, or other surface variations, and capable, under dry conditions, of supporting snow removal equipment, aircraft rescue and fire fighting equipment, and the occasional passage of aircraft without causing structural damage to the aircraft.

**2.22.2 Runway Object Free Area (ROFA).**

Construction, including excavations, may be permitted in the ROFA. However, equipment must be removed from the ROFA when not in use, and material should not be stockpiled in the ROFA if not necessary. Stockpiling material in the OFA requires submittal of a 7460-1 form and justification provided to the appropriate FAA Airports Regional or District Office for approval.

**2.22.3 Taxiway Safety Area (TSA).**

2.22.3.1 A taxiway safety area is a defined surface alongside the taxiway prepared or suitable for reducing the risk of damage to an airplane unintentionally departing the taxiway. (See AC 150/5300-13.) Since the width of the TSA is equal to the wingspan of the design aircraft, no construction may occur within the TSA while the taxiway is open for aircraft operations. The TSA dimensions may be temporarily adjusted if the taxiway is restricted to aircraft operations requiring a TSA that is equal to the TSA width available during construction. Give special consideration to TSA dimensions at taxiway turns and intersections. (see AC 150/5300-13).

2.22.3.2 The airport operator must coordinate the adjustment of the TSA width as permitted above with the appropriate FAA Airports Regional or District Office and the FAA air traffic manager and issue a NOTAM.



2.22.3.3 The CSPP and SPCD must provide procedures for ensuring adequate distance for protection from blasting operations.

2.22.3.4 **Excavations.**

1. Curves. Open trenches or excavations are not permitted within the TSA while the taxiway is open. Trenches should be backfilled before the taxiway is opened. If backfilling excavations before the taxiway must be opened is impracticable, cover the excavations appropriately. Covering for open trenches must be designed to allow the safe operation of the heaviest aircraft operating on the taxiway across the trench without damage to the aircraft.
2. Straight Sections. Open trenches or excavations are not permitted within the TSA while the taxiway is open for unrestricted aircraft operations. Trenches should be backfilled before the taxiway is opened. If backfilling excavations before the taxiway must be opened is impracticable, cover the excavations to allow the safe passage of ARFF equipment and of the heaviest aircraft operating on the taxiway across the trench without causing damage to the equipment or aircraft. In rare circumstances where the section of taxiway is indispensable for aircraft movement, open trenches or excavations may be permitted in the TSA while the taxiway is open to aircraft operations, subject to the following restrictions:
  - a. Taxiing speed is limited to 10 mph.
  - b. Appropriate NOTAMs are issued.
  - c. Marking and lighting meeting the provisions of paragraphs 2.18 and 2.20 are implemented.
  - d. Low mass, low-profile lighted barricades are installed.
  - e. Appropriate temporary orange construction signs are installed.
3. Construction contractors must prominently mark open trenches and excavations at the construction site with red or orange flags, as approved by the airport operator, and light them with red lights during hours of restricted visibility or darkness.

2.22.3.5 **Erosion control.**

Soil erosion must be controlled to maintain TSA standards, that is, the TSA must be cleared and graded and have no potentially hazardous ruts, humps, depressions, or other surface variations, and capable, under dry conditions, of supporting snow removal equipment, aircraft rescue and firefighting equipment, and the occasional passage of aircraft without causing structural damage to the aircraft.



#### 2.22.4 Taxiway Object Free Area (TOFA).

Unlike the Runway Object Free Area, aircraft wings regularly penetrate the taxiway object free area during normal operations. Thus, the restrictions are more stringent. Except as provided below, no construction may occur within the taxiway object free area while the taxiway is open for aircraft operations.

- 2.22.4.1 The taxiway object free area dimensions may be temporarily adjusted if the taxiway is restricted to aircraft operations requiring a taxiway object free area that is equal to the taxiway object free area width available. Give special consideration to TOFA dimensions at taxiway turns and intersections.
- 2.22.4.2 Offset taxiway centerline and edge pavement markings (do not use glass beads) may be used as a temporary measure to provide the required taxiway object free area. Where offset taxiway pavement markings are provided, centerline lighting, centerline reflectors, or taxiway edge reflectors are required. Existing lighting that does not coincide with the temporary markings must be taken out of service.
- 2.22.4.3 Construction activity, including open excavations, may be accomplished without adjusting the width of the taxiway object free area, subject to the following restrictions:
  - 2.22.4.3.1 Taxiing speed is limited to 10 mph.
  - 2.22.4.3.2 NOTAMs issued advising taxiing pilots of hazard and recommending reduced taxiing speeds on the taxiway.
  - 2.22.4.3.3 Marking and lighting meeting the provisions of paragraphs 2.18 and 2.20 are implemented.
  - 2.22.4.3.4 If desired, appropriate orange construction signs are installed. See paragraph 2.18.4.2 and Appendix F.
  - 2.22.4.3.5 Five-foot clearance is maintained between equipment and materials and any part of an aircraft (includes wingtip overhang). If such clearance can only be maintained if an aircraft does not have full use of the entire taxiway width (with its main landing gear at the edge of the usable pavement), then it will be necessary to move personnel and equipment for the passage of that aircraft.
  - 2.22.4.3.6 Flaggers furnished by the contractor must be used to direct and control construction equipment and personnel to a pre-established setback distance for safe passage of aircraft, and airline and/or airport personnel. Flaggers must also be used to direct taxiing aircraft. Due to liability issues, the airport operator should require airlines to provide flaggers for directing taxiing aircraft.



### 2.22.5 Obstacle Free Zone (OFZ).

In general, personnel, material, and/or equipment may not penetrate the OFZ while the runway is open for aircraft operations. If a penetration to the OFZ is necessary, it may be possible to continue aircraft operations through operational restrictions. Coordinate with the FAA through the appropriate FAA Airports Regional or District Office.

### 2.22.6 Runway Approach/Departure Areas and Clearways.

All personnel, materials, and/or equipment must remain clear of the applicable threshold siting surfaces, as defined in AC 150/5300-13. Objects that do not penetrate these surfaces may still be obstructions to air navigation and may affect standard instrument approach procedures. Coordinate with the FAA through the appropriate FAA Airports Regional or District Office.

2.22.6.1 Construction activity in a runway approach/departure area may result in the need to partially close a runway or displace the existing runway threshold. Partial runway closure, displacement of the runway threshold, as well as closure of the complete runway and other portions of the movement area also require coordination through the airport operator with the appropriate FAA air traffic manager (FSS if non-towered) and ATO/Technical Operations (for affected NAVAIDS) and airport users.

#### 2.22.6.2 **Caution About Partial Runway Closures.**

When filing a NOTAM for a partial runway closure, clearly state that the portion of pavement located prior to the threshold is not available for landing and departing traffic. In this case, the threshold has been moved for both landing and takeoff purposes (this is different than a displaced threshold). There may be situations where the portion of closed runway is available for taxiing only. If so, the NOTAM must reflect this condition).

#### 2.22.6.3 **Caution About Displaced Thresholds.**

Implementation of a displaced threshold affects runway length available for aircraft landing over the displacement. Depending on the reason for the displacement (to provide obstruction clearance or RSA), such a displacement may also require an adjustment in the landing distance available and accelerate-stop distance available in the opposite direction. If project scope includes personnel, equipment, excavation, or other work within the existing RSA of any usable runway end, do not implement a displaced threshold unless arrivals and departures toward the construction activity are prohibited. Instead, implement a partial closure.

### 2.23 **Other Limitations on Construction.**

The CSPP must specify any other limitations on construction, including but not limited to:



### 2.23.1 Prohibitions.

- 2.23.1.1 No use of tall equipment (cranes, concrete pumps, and so on) unless a 7460-1 determination letter is issued for such equipment.
- 2.23.1.2 No use of open flame welding or torches unless fire safety precautions are provided and the airport operator has approved their use.
- 2.23.1.3 No use of electrical blasting caps on or within 1,000 feet (300 meters) of the airport property. See AC 150/5370-10.

### 2.23.2 Restrictions.

- 2.23.2.1 Construction suspension required during specific airport operations.
- 2.23.2.2 Areas that cannot be worked on simultaneously.
- 2.23.2.3 Day or night construction restrictions.
- 2.23.2.4 Seasonal construction restrictions.
- 2.23.2.5 Temporary signs not approved by the airport operator.
- 2.23.2.6 Grades changes that could result in unplanned effects on NAVAIDs.



## CHAPTER 3. GUIDELINES FOR WRITING A CSPP

### 3.1 General Requirements.

The CSPP is a standalone document written to correspond with the subjects outlined in paragraph 2.4. The CSPP is organized by numbered sections corresponding to each subject listed in paragraph 2.4, and described in detail in paragraphs 2.5 - 2.23. Each section number and title in the CSPP matches the corresponding subject outlined in paragraph 2.4 (for example, 1. Coordination, 2. Phasing, 3. Areas and Operations Affected by the Construction Activity, and so on). With the exception of the project scope of work outlined in Section 2. Phasing, only subjects specific to operational safety during construction should be addressed.

### 3.2 Applicability of Subjects.

Each section should, to the extent practical, focus on the specific subject. Where an overlapping requirement spans several sections, the requirement should be explained in detail in the most applicable section. A reference to that section should be included in all other sections where the requirement may apply. For example, the requirement to protect existing underground FAA ILS cables during trenching operations could be considered FAA ATO coordination (Coordination, paragraph 2.5.3), an area and operation affected by the construction activity (Areas and Operations Affected by the Construction Activity, paragraph 2.7.1.4), a protection of a NAVAID (Protection of Navigational Aids (NAVAIDs), paragraph 2.8), or a notification to the FAA of construction activities (Notification of Construction Activities, paragraph 2.13.5.3.2). However, it is more specifically an underground utility requirement (Underground Utilities, paragraph 2.15). The procedure for protecting underground ILS cables during trenching operations should therefore be described in 2.4.2.11: “The contractor must coordinate with the local FAA System Support Center (SSC) to mark existing ILS cable routes along Runway 17-35. The ILS cables will be located by hand digging whenever the trenching operation moves within 10 feet of the cable markings.” All other applicable sections should include a reference to 2.4.2.11: “ILS cables shall be identified and protected as described in 2.4.2.11” or “See 2.4.2.11 for ILS cable identification and protection requirements.” Thus, the CSPP should be considered as a whole, with no need to duplicate responses to related issues.

### 3.3 Graphical Representations.

Construction safety drawings should be included in the CSPP as attachments. When other graphical representations will aid in supporting written statements, the drawings, diagrams, and/or photographs should also be attached to the CSPP. References should be made in the CSPP to each graphical attachment and may be made in multiple sections.



### 3.4 **Reference Documents.**

The CSPP must not incorporate a document by reference unless reproduction of the material in that document is prohibited. In that case, either copies of or a source for the referenced document must be provided to the contractor. Where this AC recommends references (e.g. as in paragraph 3.9) the intent is to include a reference to the corresponding section in the CSPP, not to this Advisory Circular.

### 3.5 **Restrictions.**

The CSPP should not be considered as a project design review document. The CSPP should also avoid mention of permanent (“as-built”) features such as pavements, markings, signs, and lighting, except when such features are intended to aid in maintaining operational safety during the construction.

### 3.6 **Coordination.**

Include in this section a detailed description of conferences and meetings to be held both before and during the project. Include appropriate information from AC 150/5370-12. Discuss coordination procedures and schedules for each required FAA ATO Technical Operations shutdown and restart and all required flight inspections.

### 3.7 **Phasing.**

Include in this section a detailed scope of work description for the project as a whole and each phase of work covered by the CSPP. This includes all locations and durations of the work proposed. Attach drawings to graphically support the written scope of work. Detail in this section the sequenced phases of the proposed construction. Include a reference to paragraph 3.8, as appropriate.

### 3.8 **Areas and Operations Affected by Construction.**

Focus in this section on identifying the areas and operations affected by the construction. Describe corresponding mitigation that is not covered in detail elsewhere in the CSPP. Include references to paragraphs below as appropriate. Attach drawings as necessary to graphically describe affected areas and mechanisms proposed. See Appendix F for sample operational effects tables and figures.

### 3.9 **NAVAID Protection.**

List in this section all NAVAID facilities that will be affected by the construction. Identify NAVAID facilities that will be placed out of service at any time prior to or during construction activities. Identify individuals responsible for coordinating each shutdown and when each facility will be out of service. Include a reference to paragraph 3.6 for FAA ATO NAVAID shutdown, restart, and flight inspection coordination. Outline in detail procedures to protect each NAVAID facility remaining in service from interference by construction activities. Include a reference to paragraph 3.14 for the



issuance of NOTAMs as required. Include a reference to paragraph 3.16 for the protection of underground cables and piping serving NAVAIDs. If temporary visual aids are proposed to replace or supplement existing facilities, include a reference to paragraph 3.19. Attach drawings to graphically indicate the affected NAVAIDS and the corresponding critical areas.

### 3.10 **Contractor Access.**

This will necessarily be the most extensive section of the CSPP. Provide sufficient detail so that a contractor not experienced in working on airports will understand the unique restrictions such work will require. Due to this extent, it should be broken down into subsections as described below:

#### 3.10.1 Location of Stockpiled Construction Materials.

Describe in this section specific locations for stockpiling material. Note any height restrictions on stockpiles. Include a reference to paragraph 3.21 for hazard marking and lighting devices used to identify stockpiles. Include a reference to paragraph 3.11 for provisions to prevent stockpile material from becoming wildlife attractants. Include a reference to paragraph 3.12 for provisions to prevent stockpile material from becoming FOD. Attach drawings to graphically indicate the stockpile locations.

#### 3.10.2 Vehicle and Pedestrian Operations.

While there are many items to be addressed in this major subsection of the CSPP, all are concerned with one main issue: keeping people and vehicles from areas of the airport where they don't belong. This includes preventing unauthorized entry to the AOA and preventing the improper movement of pedestrians or vehicles on the airport. In this section, focus on mechanisms to prevent construction vehicles and workers traveling to and from the worksite from unauthorized entry into movement areas. Specify locations of parking for both employee vehicles and construction equipment, and routes for access and haul roads. In most cases, this will best be accomplished by attaching a drawing. Quote from AC 150/5210-5 specific requirements for contractor vehicles rather than referring to the AC as a whole, and include special requirements for identifying HAZMAT vehicles. Quote from, rather than incorporate by reference, AC 150/5210-20 as appropriate to address the airport's rules for ground vehicle operations, including its training program. Discuss the airport's recordkeeping system listing authorized vehicle operators.

#### 3.10.3 Two-Way Radio Communications.

Include a special section to identify all individuals who are required to maintain communications with Air Traffic (AT) at airports with active towers, or monitor CTAF at airports without or with closed ATCT. Include training requirements for all individuals required to communicate with AT. Individuals required to monitor AT frequencies should also be identified. If construction employees are also required to communicate by radio with Airport Operations, this procedure should be described in detail. Usage of vehicle mounted radios and/or portable radios should be addressed. Communication procedures for the event of disabled radio communication (that is, light



signals, telephone numbers, others) must be included. All radio frequencies should be identified (Tower, Ground Control, CTAF, UNICOM, ATIS, and so on).

3.10.4 **Airport Security.**

Address security as it applies to vehicle and pedestrian operations. Discuss TSA requirements, security badging requirements, perimeter fence integrity, gate security, and other needs. Attach drawings to graphically indicate secured and/or Security Identification Display Areas (SIDA), perimeter fencing, and available access points.

3.11 **Wildlife Management.**

Discuss in this section wildlife management procedures. Describe the maintenance of existing wildlife mitigation devices, such as perimeter fences, and procedures to limit wildlife attractants. Include procedures to notify Airport Operations of wildlife encounters. Include a reference to paragraph 3.10 for security (wildlife) fence integrity maintenance as required.

3.12 **FOD Management.**

In this section, discuss methods to control and monitor FOD: worksite housekeeping, ground vehicle tire inspections, runway sweeps, and so on. Include a reference to paragraph 3.15 for inspection requirements as required.

3.13 **HAZMAT Management.**

Describe in this section HAZMAT management procedures: fuel deliveries, spill recovery procedures, Safety Data Sheet (SDS), Material Safety Data Sheet (MSDS) or Product Safety Data Sheet (PSDS) availability, and other considerations. Any specific airport HAZMAT restrictions should also be identified. Include a reference to paragraph 3.10 for HAZMAT vehicle identification requirements. Quote from, rather than incorporate by reference, AC 150/5320-15.

3.14 **Notification of Construction Activities.**

List in this section the names and telephone numbers of points of contact for all parties affected by the construction project. We recommend a single list that includes all telephone numbers required under this section. Include emergency notification procedures for all representatives of all parties potentially impacted by the construction. Identify individual representatives – and at least one alternate – for each party. List both on-duty and off-duty contact information for each individual, including individuals responsible for emergency maintenance of airport construction hazard lighting and barricades. Describe procedures to coordinate immediate response to events that might adversely affect the operational safety of the airport (such as interrupted NAVAID service). Explain requirements for and the procedures for the issuance of Notices to Airmen (NOTAMs), notification to FAA required by 14 CFR Part 77 and Part 157 and in the event of affected NAVAIDs. For NOTAMs, identify an individual, and at least one alternate, responsible for issuing and cancelling each specific type of Notice to



Airmen (NOTAM) required. Detail notification methods for police, fire fighting, and medical emergencies. This may include 911, but should also include direct phone numbers of local police departments and nearby hospitals. Identify the E911 address of the airport and the emergency access route via haul roads to the construction site. Require the contractor to have this information available to all workers. The local Poison Control number should be listed. Procedures regarding notification of Airport Operations and/or the ARFF Department of such emergencies should be identified, as applicable. If airport radio communications are identified as a means of emergency notification, include a reference to paragraph 3.10. Differentiate between emergency and nonemergency notification of ARFF personnel, the latter including activities that affect ARFF water supplies and access roads. Identify the primary ARFF contact person and at least one alternate. If notification is to be made through Airport Operations, then detail this procedure. Include a method of confirmation from the ARFF department.

**3.15 Inspection Requirements.**

Describe in this section inspection requirements to ensure airfield safety compliance. Include a requirement for routine inspections by the resident engineer (RE) or other airport operator's representative and the construction contractors. If the engineering consultants and/or contractors have a Safety Officer who will conduct such inspections, identify this individual. Describe procedures for special inspections, such as those required to reopen areas for aircraft operations. Part 139 requires daily airfield inspections at certificated airports, but these may need to be more frequent when construction is in progress. Discuss the role of such inspections on areas under construction. Include a requirement to immediately remedy any deficiencies, whether caused by negligence, oversight, or project scope change.

**3.16 Underground Utilities.**

Explain how existing underground utilities will be located and protected. Identify each utility owner and include contact information for each company/agency in the master list. Address emergency response procedures for damaged or disrupted utilities. Include a reference to paragraph 3.14 for notification of utility owners of accidental utility disruption as required.

**3.17 Penalties.**

Describe in this section specific penalties imposed for noncompliance with airport rules and regulations, including the CSPP: SIDA violations, VPD, and others.

**3.18 Special Conditions.**

Identify any special conditions that may trigger specific safety mitigation actions outlined in this CSPP: low visibility operations, snow removal, aircraft in distress, aircraft accident, security breach, VPD, and other activities requiring construction suspension/resumption. Include a reference to paragraph 3.10 for compliance with airport safety and security measures and for radio communications as required. Include



a reference to paragraph 3.14 for emergency notification of all involved parties, including police/security, ARFF, and medical services.

**3.19 Runway and Taxiway Visual Aids.**

Include marking, lighting, signs, and visual NAVAIDS. Detail temporary runway and taxiway marking, lighting, signs, and visual NAVAIDS required for the construction. Discuss existing marking, lighting, signs, and visual NAVAIDS that are temporarily, altered, obliterated, or shut down. Consider non-federal facilities and address requirements for reimbursable agreements necessary for alteration of FAA facilities and for necessary flight checks. Identify temporary TORA signs or runway distance remaining signs if appropriate. Identify required temporary visual NAVAIDS such as REIL or PAPI. Quote from, rather than incorporate by reference, AC 150/5340-1, Standards for Airport Markings; AC 150/5340-18, Standards for Airport Sign Systems; and AC 150/5340-30, as required. Attach drawings to graphically indicate proposed marking, lighting, signs, and visual NAVAIDS.

**3.20 Marking and Signs for Access Routes.**

Detail plans for marking and signs for vehicle access routes. To the extent possible, signs should be in conformance with the Federal Highway Administration MUTCD and/or State highway specifications, not hand lettered. Detail any modifications to the guidance in the MUTCD necessary to meet frangibility/height requirements.

**3.21 Hazard Marking and Lighting.**

Specify all marking and lighting equipment, including when and where each type of device is to be used. Specify maximum gaps between barricades and the maximum spacing of hazard lighting. Identify one individual and at least one alternate responsible for maintenance of hazard marking and lighting equipment in the master telephone list. Include a reference to paragraph 3.14. Attach drawings to graphically indicate the placement of hazard marking and lighting equipment.

**3.22 Work Zone Lighting for Nighttime Construction.**

If work is to be conducted at night, specify all lighting equipment, including when and where each type of device is to be used. Indicate the direction lights are to be aimed and any directions that aiming of lights is prohibited. Specify any shielding necessary in instances where aiming is not sufficient to prevent interference with air traffic control and aircraft operations. Attach drawings to graphically indicate the placement and aiming of lighting equipment. Where the plan only indicates directions that aiming of lights is prohibited, the placement and positioning of portable lights must be proposed by the Contractor and approved by the airport operator's representative each time lights are relocated or repositioned.



**3.23 Protection of Runway and Taxiway Safety Areas.**

This section should focus exclusively on procedures for protecting all safety areas, including those altered by the construction: methods of demarcation, limit of access, movement within safety areas, stockpiling and trenching restrictions, and so on. Reference AC 150/5300-13, as required. Include a reference to paragraph 3.10 for procedures regarding vehicle and personnel movement within safety areas. Include a reference to paragraph 3.10 for material stockpile restrictions as required. Detail requirements for trenching, excavations, and backfill. Include a reference to paragraph 3.21 for hazard marking and lighting devices used to identify open excavations as required. If runway and taxiway closures are proposed to protect safety areas, or if temporary displaced thresholds and/or revised declared distances are used to provide the required Runway Safety Area, include a reference to paragraphs 3.14 and 3.19. Detail procedures for protecting the runway OFZ, runway OFA, taxiway OFA and runway approach surfaces including those altered by the construction: methods of demarcation, limit of cranes, storage of equipment, and so on. Quote from, rather than incorporate by reference, AC 150/5300-13, as required. Include a reference to paragraph 3.24 for height (i.e., crane) restrictions as required. One way to address the height of equipment that will move during the project is to establish a three-dimensional “box” within which equipment will be confined that can be studied as a single object. Attach drawings to graphically indicate the safety area, OFZ, and OFA boundaries.

**3.24 Other Limitations on Construction.**

This section should describe what limitations must be applied to each area of work and when each limitation will be applied: limitations due to airport operations, height (i.e., crane) restrictions, areas which cannot be worked at simultaneously, day/night work restrictions, winter construction, and other limitations. Include a reference to paragraph 3.7 for project phasing requirements based on construction limitations as required.



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**APPENDIX A. RELATED READING MATERIAL**

Obtain the latest version of the following free publications from the FAA on its Web site at <http://www.faa.gov/airports/>.

**Table A-1. FAA Publications**

<b>Number</b>	<b>Title and Description</b>
<u>AC 150/5200-28</u>	<i>Notices to Airmen (NOTAMs) for Airport Operators</i> Guidance for using the NOTAM System in airport reporting.
<u>AC 150/5200-30</u>	<i>Airport Field Condition Assessments and Winter Operations Safety</i> Guidance for airport owners/operators on the development of an acceptable airport snow and ice control program and on appropriate field condition reporting procedures.
<u>AC 150/5200-33</u>	<i>Hazardous Wildlife Attractants On or Near Airports</i> Guidance on locating certain land uses that might attract hazardous wildlife to public-use airports.
<u>AC 150/5210-5</u>	<i>Painting, Marking, and Lighting of Vehicles Used on an Airport</i> Guidance, specifications, and standards for painting, marking, and lighting vehicles operating in the airport air operations areas.
<u>AC 150/5210-20</u>	<i>Ground Vehicle Operations to include Taxiing or Towing an Aircraft on Airports</i> Guidance to airport operators on developing ground vehicle operation training programs.
<u>AC 150/5300-13</u>	<i>Airport Design</i> FAA standards and recommendations for airport design. Establishes approach visibility minimums as an airport design parameter, and contains the Object Free area and the obstacle free-zone criteria.
<u>AC 150/5210-24</u>	<i>Airport Foreign Object Debris (FOD) Management</i> Guidance for developing and managing an airport foreign object debris (FOD) program



Number	Title and Description
<u>AC 150/5320-15</u>	<p><i>Management of Airport Industrial Waste</i></p> <p>Basic information on the characteristics, management, and regulations of industrial wastes generated at airports. Guidance for developing a Storm Water Pollution Prevention Plan (SWPPP) that applies best management practices to eliminate, prevent, or reduce pollutants in storm water runoff with particular airport industrial activities.</p>
<u>AC 150/5340-1</u>	<p><i>Standards for Airport Markings</i></p> <p>FAA standards for the siting and installation of signs on airport runways and taxiways.</p>
<u>AC 150/5340-18</u>	<p><i>Standards for Airport Sign Systems</i></p> <p>FAA standards for the siting and installation of signs on airport runways and taxiways.</p>
<u>AC 150/5345-28</u>	<p><i>Precision Approach Path Indicator (PAPI) Systems</i></p> <p>FAA standards for PAPI systems, which provide pilots with visual glide slope guidance during approach for landing.</p>
<u>AC 150/5340-30</u>	<p><i>Design and Installation Details for Airport Visual Aids</i></p> <p>Guidance and recommendations on the installation of airport visual aids.</p>
<u>AC 150/5345-39</u>	<p><i>Specification for L-853, Runway and Taxiway Retroreflective Markers</i></p>
<u>AC 150/5345-44</u>	<p><i>Specification for Runway and Taxiway Signs</i></p> <p>FAA specifications for unlighted and lighted signs for taxiways and runways.</p>
<u>AC 150/5345-53</u>	<p><i>Airport Lighting Equipment Certification Program</i></p> <p>Details on the Airport Lighting Equipment Certification Program (ALECP).</p>
<u>AC 150/5345-50</u>	<p><i>Specification for Portable Runway and Taxiway Lights</i></p> <p>FAA standards for portable runway and taxiway lights and runway end identifier lights for temporary use to permit continued aircraft operations while all or part of a runway lighting system is inoperative.</p>
<u>AC 150/5345-55</u>	<p><i>Specification for L-893, Lighted Visual Aid to Indicate Temporary Runway Closure</i></p>



Number	Title and Description
<u>AC 150/5370-10</u>	<i>Standards for Specifying Construction of Airports</i> Standards for construction of airports, including earthwork, drainage, paving, turfing, lighting, and incidental construction.
<u>AC 150/5370-12</u>	<i>Quality Management for Federally Funded Airport Construction Projects</i>
EB 93	<i>Guidance for the Assembly and Installation of Temporary Orange Construction Signs</i>
FAA Order 5200.11	<u>FAA Airports (ARP) Safety Management System (SMS)</u> Basics for implementing SMS within ARP. Includes roles and responsibilities of ARP management and staff as well as other FAA lines of business that contribute to the ARP SMS.
FAA Certalert 98-05	<i>Grasses Attractive to Hazardous Wildlife</i> Guidance on grass management and seed selection.
FAA Form 7460-1	<u>Notice of Proposed Construction or Alteration</u>
FAA Form 7480-1	<u>Notice of Landing Area Proposal</u>
FAA Form 6000.26	National NAS Strategic Interruption Service Level Agreement, Strategic Events Coordination, Airport Sponsor Form

Obtain the latest version of the following free publications from the Electronic Code of Federal Regulations at <http://www.ecfr.gov/>.

**Table A-2. Code of Federal Regulation**

Number	Title
Title 14 CFR Part 77	Safe, Efficient Use and Preservation of the Navigable Airspace
Title 14 CFR Part 139	Certification of Airports
Title 49 CFR Part 1542	Airport Security

Obtain the latest version of the Manual on Uniform Traffic Control Devices from the Federal Highway Administration at <http://mutcd.fhwa.dot.gov/>.



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**APPENDIX B. TERMS AND ACRONYMS****Table B-1. Terms and Acronyms**

<b>Term</b>	<b>Definition</b>
Form 7460-1	Notice of Proposed Construction or Alteration. For on-airport projects, the form submitted to the FAA regional or airports division office as formal written notification of any kind of construction or alteration of objects that affect navigable airspace, as defined in 14 CFR Part 77, <i>Safe, Efficient Use, and Preservation of the Navigable Airspace</i> . (See guidance available on the FAA web site at <a href="https://oeaaa.faa.gov">https://oeaaa.faa.gov</a> .) The form may be downloaded at <a href="http://www.faa.gov/airports/resources/forms/">http://www.faa.gov/airports/resources/forms/</a> , or filed electronically at: <a href="https://oeaaa.faa.gov">https://oeaaa.faa.gov</a> .
Form 7480-1	Notice of Landing Area Proposal. Form submitted to the FAA Airports Regional Division Office or Airports District Office as formal written notification whenever a project without an airport layout plan on file with the FAA involves the construction of a new airport; the construction, realigning, altering, activating, or abandoning of a runway, landing strip, or associated taxiway; or the deactivation or abandoning of an entire airport. The form may be downloaded at <a href="http://www.faa.gov/airports/resources/forms/">http://www.faa.gov/airports/resources/forms/</a> .
Form 6000-26	Airport Sponsor Strategic Event Submission Form
AC	Advisory Circular
ACSI	Airport Certification Safety Inspector
ADG	Airplane Design Group
AIP	Airport Improvement Program
ALECP	Airport Lighting Equipment Certification Program
ANG	Air National Guard
AOA	Air Operations Area, as defined in 14 CFR Part 107. Means a portion of an airport, specified in the airport security program, in which security measures are carried out. This area includes aircraft movement areas, aircraft parking areas, loading ramps, and safety areas, and any adjacent areas (such as general aviation areas) that are not separated by adequate security systems, measures, or procedures. This area does not include the secured area of the airport terminal building.
ARFF	Aircraft Rescue and Fire Fighting
ARP	FAA Office of Airports
ASDA	Accelerate-Stop Distance Available
AT	Air Traffic
ATCT	Airport Traffic Control Tower
ATIS	Automatic Terminal Information Service
ATO	Air Traffic Organization
Certificated Airport	An airport that has been issued an Airport Operating Certificate by the FAA under



Term	Definition
	the authority of 14 CFR Part 139, <i>Certification of Airports</i> .
CFR	Code of Federal Regulations
Construction	The presence of construction-related personnel, equipment, and materials in any location that could infringe upon the movement of aircraft.
CSPP	Construction Safety and Phasing Plan. The overall plan for safety and phasing of a construction project developed by the airport operator, or developed by the airport operator's consultant and approved by the airport operator. It is included in the invitation for bids and becomes part of the project specifications.
CTAF	Common Traffic Advisory Frequency
Displaced Threshold	A threshold that is located at a point on the runway other than the designated beginning of the runway. The portion of pavement behind a displaced threshold is available for takeoffs in either direction or landing from the opposite direction.
DOT	Department of Transportation
EPA	Environmental Protection Agency
FAA	Federal Aviation Administration
FOD	Foreign Object Debris/Damage
FSS	Flight Service Station
GA	General Aviation
HAZMAT	Hazardous Materials
HMA	Hot Mix Asphalt
IAP	Instrument Approach Procedures
IFR	Instrument Flight Rules
ILS	Instrument Landing System
LDA	Landing Distance Available
LOC	Localizer antenna array
Movement Area	The runways, taxiways, and other areas of an airport that are used for taxiing or hover taxiing, air taxiing, takeoff, and landing of aircraft, exclusive of loading aprons and aircraft parking areas (reference 14 CFR Part 139).
MSDS	Material Safety Data Sheet
MUTCD	Manual on Uniform Traffic Control Devices
NAVAID	Navigation Aid
NAVAID Critical Area	An area of defined shape and size associated with a NAVAID that must remain clear and graded to avoid interference with the electronic signal.
Non-Movement Area	The area inside the airport security fence exclusive of the Movement Area. It is important to note that the non-movement area includes pavement traversed by aircraft.



Term	Definition
NOTAM	Notices to Airmen
Obstruction	Any object/obstacle exceeding the obstruction standards specified by 14 CFR Part 77, subpart C.
OCC	Operations Control Center
OE / AAA	Obstruction Evaluation / Airport Airspace Analysis
OFA	Object Free Area. An area on the ground centered on the runway, taxiway, or taxi lane centerline provided to enhance safety of aircraft operations by having the area free of objects except for those objects that need to be located in the OFA for air navigation or aircraft ground maneuvering purposes. (See <u>AC 150/5300-13</u> for additional guidance on OFA standards and wingtip clearance criteria.)
OFZ	Obstacle Free Zone. The airspace below 150 ft (45 m) above the established airport elevation and along the runway and extended runway centerline that is required to be clear of all objects, except for frangible visual NAVAIDs that need to be located in the OFZ because of their function, in order to provide clearance protection for aircraft landing or taking off from the runway and for missed approaches. The OFZ is subdivided as follows: Runway OFZ, Inner Approach OFZ, Inner Transitional OFZ, and Precision OFZ. Refer to <u>AC 150/5300-13</u> for guidance on OFZ.
OSHA	Occupational Safety and Health Administration
OTS	Out of Service
P&R	Planning and Requirements Group
NPI	NAS Planning & Integration
PAPI	Precision Approach Path Indicator
PFC	Passenger Facility Charge
PLASI	Pulse Light Approach Slope Indicator
Project Proposal Summary	A clear and concise description of the proposed project or change that is the object of Safety Risk Management.
RA	Reimbursable Agreement
RE	Resident Engineer
REIL	Runway End Identifier Lights
RNAV	Area Navigation
ROFA	Runway Object Free Area
RSA	Runway Safety Area. A defined surface surrounding the runway prepared or suitable for reducing the risk of damage to airplanes in the event of an undershoot, overshoot, or excursion from the runway, in accordance with <u>AC 150/5300-13</u> .
SDS	Safety Data Sheet
SIDA	Security Identification Display Area
SMS	Safety Management System



Term	Definition
SPCD	Safety Plan Compliance Document. Details developed and submitted by a contractor to the airport operator for approval providing details on how the performance of a construction project will comply with the CSPP.
SRM	Safety Risk Management
SSC	System Support Center
Taxiway Safety Area	A defined surface alongside the taxiway prepared or suitable for reducing the risk of damage to an airplane unintentionally departing the taxiway, in accordance with <u>AC 150/5300-13</u> .
TDG	Taxiway Design Group
Temporary	Any condition that is not intended to be permanent.
Temporary Runway End	The beginning of that portion of the runway available for landing and taking off in one direction, and for landing in the other direction. Note the difference from a displaced threshold.
Threshold	The beginning of that portion of the runway available for landing. In some instances, the landing threshold may be displaced.
TODA	Takeoff Distance Available
TOFA	Taxiway Object Free Area
TORA	Takeoff Run Available. The length of the runway less any length of runway unavailable and/or unsuitable for takeoff run computations. See <u>AC 150/5300-13</u> for guidance on declared distances.
TSA	Taxiway Safety Area, or Transportation Security Administration
UNICOM	A radio communications system of a type used at small airports.
VASI	Visual Approach Slope Indicator
VGSI	Visual Glide Slope Indicator. A device that provides a visual glide slope indicator to landing pilots. These systems include precision approach path indicator (PAPI), visual approach slope indicator (VASI), and pulse light approach slope indicator (PLASI).
VFR	Visual Flight Rules
VOR	Very High Frequency Omnidirectional Radio Range
VPD	Vehicle / Pedestrian Deviation



**APPENDIX C. SAFETY AND PHASING PLAN CHECKLIST**

This appendix is keyed to Chapter 2. In the electronic version of this AC, clicking on the paragraph designation in the Reference column will access the applicable paragraph. There may be instances where the CSPP requires provisions that are not covered by the list in this appendix.

This checklist is intended as an aid, not a required submittal.

**Table C-1. CSPP Checklist**

Coordination	Reference	Addressed?			Remarks
		Yes	No	NA	
General Considerations					
Requirements for predesign, prebid, and preconstruction conferences to introduce the subject of airport operational safety during construction are specified.	<u>2.5</u>				
Operational safety is a standing agenda item for construction progress meetings.	<u>2.5</u>				
Scheduling of the construction phases is properly addressed.	<u>2.6</u>				
Any formal agreements are established.	<u>2.5.3</u>				
Areas and Operations Affected by Construction Activity					
Drawings showing affected areas are included.	<u>2.7.1</u>				
Closed or partially closed runways, taxiways, and aprons are depicted on drawings.	<u>2.7.1.1</u>				
Access routes used by ARFF vehicles affected by the project are addressed.	<u>2.7.1.2</u>				
Access routes used by airport and airline support vehicles affected by the project are addressed.	<u>2.7.1.3</u>				
Underground utilities, including water supplies for firefighting and drainage.	<u>2.7.1.4</u>				



Coordination	Reference	Addressed?			Remarks
		Yes	No	NA	
Approach/departure surfaces affected by heights of temporary objects are addressed.	<u>2.7.1.5</u>				
Construction areas, storage areas, and access routes near runways, taxiways, aprons, or helipads are properly depicted on drawings.	<u>2.7.1</u>				
Temporary changes to taxi operations are addressed.	<u>2.7.2.1</u>				
Detours for ARFF and other airport vehicles are identified.	<u>2.7.2.2</u>				
Maintenance of essential utilities and underground infrastructure is addressed.	<u>2.7.2.3</u>				
Temporary changes to air traffic control procedures are addressed.	<u>2.7.2.4</u>				
<b>NAVAIDs</b>					
Critical areas for NAVAIDs are depicted on drawings.	<u>2.8</u>				
Effects of construction activity on the performance of NAVAIDS, including unanticipated power outages, are addressed.	<u>2.8</u>				
Protection of NAVAID facilities is addressed.	<u>2.8</u>				
The required distance and direction from each NAVAID to any construction activity is depicted on drawings.	<u>2.8</u>				
Procedures for coordination with FAA ATO/Technical Operations, including identification of points of contact, are included.	<u>2.8, 2.13.1, 2.13.5.3.1, 2.18.1</u>				
<b>Contractor Access</b>					
The CSPP addresses areas to which contractor will have access and how	<u>2.9</u>				



Coordination	Reference	Addressed?			Remarks
		Yes	No	NA	
the areas will be accessed.					
The application of 49 CFR Part 1542 Airport Security, where appropriate, is addressed.	<u>2.9</u>				
The location of stockpiled construction materials is depicted on drawings.	<u>2.9.1</u>				
The requirement for stockpiles in the ROFA to be approved by FAA is included.	<u>2.9.1</u>				
Requirements for proper stockpiling of materials are included.	<u>2.9.1</u>				
Construction site parking is addressed.	<u>2.9.2.1</u>				
Construction equipment parking is addressed.	<u>2.9.2.2</u>				
Access and haul roads are addressed.	<u>2.9.2.3</u>				
A requirement for marking and lighting of vehicles to comply with <i>AC 150/5210-5, Painting, Marking and Lighting of Vehicles Used on an Airport</i> , is included.	<u>2.9.2.4</u>				
Proper vehicle operations, including requirements for escorts, are described.	<u>2.9.2.5</u> , <u>2.9.2.6</u>				
Training requirements for vehicle drivers are addressed.	<u>2.9.2.7</u>				
Two-way radio communications procedures are described.	<u>2.9.2.9</u>				
Maintenance of the secured area of the airport is addressed.	<u>2.9.2.10</u>				
<b>Wildlife Management</b>					
The airport operator's wildlife management procedures are addressed.	<u>2.10</u>				



Coordination	Reference	Addressed?			Remarks
		Yes	No	NA	
Foreign Object Debris Management					
The airport operator’s FOD management procedures are addressed.	<u>2.11</u>				
Hazardous Materials Management					
The airport operator’s hazardous materials management procedures are addressed.	<u>2.12</u>				
Notification of Construction Activities					
Procedures for the immediate notification of airport user and local FAA of any conditions adversely affecting the operational safety of the airport are detailed.	<u>2.13</u>				
Maintenance of a list by the airport operator of the responsible representatives/points of contact for all involved parties and procedures for contacting them 24 hours a day, seven days a week is specified.	<u>2.13.1</u>				
A list of local ATO/Technical Operations personnel is included.	<u>2.13.1</u>				
A list of ATCT managers on duty is included.	<u>2.13.1</u>				
A list of authorized representatives to the OCC is included.	<u>2.13.2</u>				
Procedures for coordinating, issuing, maintaining and cancelling by the airport operator of NOTAMS about airport conditions resulting from construction are included.	<u>2.8, 2.13.2, 2.18.3.3.9</u>				
Provision of information on closed or hazardous conditions on airport movement areas by the airport operator to the OCC is specified.	<u>2.13.2</u>				
Emergency notification procedures for medical, fire fighting, and police	<u>2.13.3</u>				



Coordination	Reference	Addressed?			Remarks
		Yes	No	NA	
response are addressed.					
Coordination with ARFF personnel for non-emergency issues is addressed.	<u>2.13.4</u>				
Notification to the FAA under 14 CFR parts 77 and 157 is addressed.	<u>2.13.5</u>				
Reimbursable agreements for flight checks and/or design and construction for FAA owned NAVAIDs are addressed.	<u>2.13.5.3.2</u>				
<b>Inspection Requirements</b>					
Daily and interim inspections by both the airport operator and contractor are specified.	<u>2.14.1</u> , <u>2.14.2</u>				
Final inspections at certificated airports are specified when required.	<u>2.14.3</u>				
<b>Underground Utilities</b>					
Procedures for protecting existing underground facilities in excavation areas are described.	<u>2.15</u>				
<b>Penalties</b>					
Penalty provisions for noncompliance with airport rules and regulations and the safety plans are detailed.	<u>2.16</u>				
<b>Special Conditions</b>					
Any special conditions that affect the operation of the airport or require the activation of any special procedures are addressed.	<u>2.17</u>				
<b>Runway and Taxiway Visual Aids - Marking, Lighting, Signs, and Visual NAVAIDs</b>					
The proper securing of temporary airport markings, lighting, signs, and visual NAVAIDs is addressed.	<u>2.18.1</u>				
Frangibility of airport markings, lighting, signs, and visual NAVAIDs is specified.	<u>2.18.1</u> , <u>2.18.3</u> , <u>2.18.4.2</u> , <u>2.20.2.4</u>				



Coordination	Reference	Addressed?			Remarks
		Yes	No	NA	
The requirement for markings to be in compliance with <u>AC 150/5340-1</u> , <i>Standards for Airport Markings</i> , is specified.	<u>2.18.2</u>				
Detailed specifications for materials and methods for temporary markings are provided.	<u>2.18.2</u>				
The requirement for lighting to conform to <u>AC 150/5340-30</u> , <i>Design and Installation Details for Airport Visual Aids</i> ; <u>AC 150/5345-50</u> , <i>Specification for Portable Runway and Taxiway Lights</i> ; and <u>AC 150/5345-53</u> , <i>Airport Lighting Certification Program</i> , is specified.	<u>2.18.3</u>				
The use of a lighted X is specified where appropriate.	<u>2.18.2.1.2</u> , <u>2.18.3.2</u>				
The requirement for signs to conform to <u>AC 150/5345-44</u> , <i>Specification for Runway and Taxiway Signs</i> ; <u>AC 150/5340-18</u> , <i>Standards for Airport Sign Systems</i> ; and <u>AC 150/5345-53</u> , <i>Airport Lighting Certification Program</i> , is specified.	<u>2.18.4</u>				
<b>Marking and Signs For Access Routes</b>					
The CSPP specifies that pavement markings and signs intended for construction personnel should conform to <u>AC 150/5340-18</u> and, to the extent practicable, with the MUTCD and/or State highway specifications.	<u>2.18.4.2</u>				
<b>Hazard Marking and Lighting</b>					
Prominent, comprehensible warning indicators for any area affected by construction that is normally accessible to aircraft, personnel, or vehicles are specified.	<u>2.20.1</u>				



Coordination	Reference	Addressed?			Remarks
		Yes	No	NA	
Hazard marking and lighting are specified to identify open manholes, small areas under repair, stockpiled material, and waste areas.	<u>2.20.1</u>				
The CSPP considers less obvious construction-related hazards.	<u>2.20.1</u>				
Equipment that poses the least danger to aircraft but is sturdy enough to remain in place when subjected to typical winds, prop wash and jet blast is specified.	<u>2.20.2.1</u>				
The spacing of barricades is specified such that a breach is physically prevented barring a deliberate act.	<u>2.20.2.1</u>				
Red lights meeting the luminance requirements of the State Highway Department are specified.	<u>2.20.2.2</u>				
Barricades, temporary markers, and other objects placed and left in areas adjacent to any open runway, taxiway, taxi lane, or apron are specified to be as low as possible to the ground, and no more than 18 inch high.	<u>2.20.2.3</u>				
Barricades are specified to indicate construction locations in which no part of an aircraft may enter.	<u>2.20.2.3</u>				
Highly reflective barriers with lights are specified to barricade taxiways leading to closed runways.	<u>2.20.2.5</u>				
Markings for temporary closures are specified.	<u>2.20.2.5</u>				
The provision of a contractor's representative on call 24 hours a day for emergency maintenance of airport hazard lighting and barricades is specified.	<u>2.20.2.7</u>				



Coordination	Reference	Addressed?			Remarks
		Yes	No	NA	
Work Zone Lighting for Nighttime Construction					
If work is to be conducted at night, the CSPP identifies construction lighting units and their general locations and aiming in relationship to the ATCT and active runways and taxiways.	<u>2.21</u>				
Protection of Runway and Taxiway Safety Areas					
The CSPP clearly states that no construction may occur within a safety area while the associated runway or taxiway is open for aircraft operations.	<u>2.22.1.1</u> , <u>2.22.3.1</u>				
The CSPP specifies that the airport operator coordinates the adjustment of RSA or TSA dimensions with the ATCT and the appropriate FAA Airports Regional or District Office and issues a local NOTAM.	<u>2.22.1.2</u> , <u>2.22.3.2</u>				
Procedures for ensuring adequate distance for protection from blasting operations, if required by operational considerations, are detailed.	<u>2.22.3.3</u>				
The CSPP specifies that open trenches or excavations are not permitted within a safety area while the associated runway or taxiway is open, subject to approved exceptions.	<u>2.22.1.4</u>				
Appropriate covering of excavations in the RSA or TSA that cannot be backfilled before the associated runway or taxiway is open is detailed.	<u>2.22.1.4</u>				
The CSPP includes provisions for prominent marking of open trenches and excavations at the construction site.	<u>2.22.1.4</u>				
Grading and soil erosion control to maintain RSA/TSA standards are	<u>2.22.3.5</u>				



Coordination	Reference	Addressed?			Remarks
		Yes	No	NA	
addressed.					
The CSPP specifies that equipment is to be removed from the ROFA when not in use.	<u>2.22.2</u>				
The CSPP clearly states that no construction may occur within a taxiway safety area while the taxiway is open for aircraft operations.	<u>2.22.3</u>				
Appropriate details are specified for any construction work to be accomplished in a taxiway object free area.	<u>2.22.4</u>				
Measures to ensure that personnel, material, and/or equipment do not penetrate the OFZ or threshold siting surfaces while the runway is open for aircraft operations are included.	<u>2.22.4.3.6</u>				
Provisions for protection of runway approach/departure areas and clearways are included.	<u>2.22.6</u>				
<b>Other Limitations on Construction</b>					
The CSPP prohibits the use of open flame welding or torches unless adequate fire safety precautions are provided and the airport operator has approved their use.	<u>2.23.1.2</u>				
The CSPP prohibits the use of electrical blasting caps on or within 1,000 ft (300 m) of the airport property.	<u>2.23.1.3</u>				







**APPENDIX D. CONSTRUCTION PROJECT DAILY SAFETY INSPECTION CHECKLIST**

The situations identified below are potentially hazardous conditions that may occur during airport construction projects. Safety area encroachments, unauthorized and improper ground vehicle operations, and unmarked or uncovered holes and trenches near aircraft operating surfaces pose the most prevalent threats to airport operational safety during airport construction projects. The list below is one tool that the airport operator or contractor may use to aid in identifying and correcting potentially hazardous conditions. It should be customized as appropriate for each project including information such as the date, time and name of the person conducting the inspection.

**Table D-1. Potentially Hazardous Conditions**

<b>Item</b>	<b>Action Required (Describe)</b>	<b>No Action Required (Check)</b>
Excavation adjacent to runways, taxiways, and aprons improperly backfilled.		
Mounds of earth, construction materials, temporary structures, and other obstacles near any open runway, taxiway, or taxi lane; in the related Object Free area and aircraft approach or departure areas/zones; or obstructing any sign or marking.		
Runway resurfacing projects resulting in lips exceeding 3 inch (7.6 cm) from pavement edges and ends.		
Heavy equipment (stationary or mobile) operating or idle near AOA, in runway approaches and departures areas, or in OFZ.		
Equipment or material near NAVAIDs that may degrade or impair radiated signals and/or the monitoring of navigation and visual aids. Unauthorized or improper vehicle operations in localizer or glide slope critical areas, resulting in electronic interference and/or facility shutdown.		
Tall and especially relatively low visibility units (that is, equipment with slim profiles) — cranes, drills, and similar objects — located in critical areas, such as OFZ and		



Item	Action Required (Describe)	No Action Required (Check)
approach zones.		
Improperly positioned or malfunctioning lights or unlighted airport hazards, such as holes or excavations, on any apron, open taxiway, or open taxi lane or in a related safety, approach, or departure area.		
Obstacles, loose pavement, trash, and other debris on or near AOA. Construction debris (gravel, sand, mud, paving materials) on airport pavements may result in aircraft propeller, turbine engine, or tire damage. Also, loose materials may blow about, potentially causing personal injury or equipment damage.		
Inappropriate or poorly maintained fencing during construction intended to deter human and animal intrusions into the AOA. Fencing and other markings that are inadequate to separate construction areas from open AOA create aviation hazards.		
Improper or inadequate marking or lighting of runways (especially thresholds that have been displaced or runways that have been closed) and taxiways that could cause pilot confusion and provide a potential for a runway incursion. Inadequate or improper methods of marking, barricading, and lighting of temporarily closed portions of AOA create aviation hazards.		
Wildlife attractants — such as trash (food scraps not collected from construction personnel activity), grass seeds, tall grass, or standing water — on or near airports.		
Obliterated or faded temporary markings on active operational areas.		
Misleading or malfunctioning obstruction lights. Unlighted or unmarked obstructions in the approach to any open runway pose aviation hazards.		



Item	Action Required (Describe)	No Action Required (Check)
Failure to issue, update, or cancel NOTAMs about airport or runway closures or other construction related airport conditions.		
Failure to mark and identify utilities or power cables. Damage to utilities and power cables during construction activity can result in the loss of runway / taxiway lighting; loss of navigation, visual, or approach aids; disruption of weather reporting services; and/or loss of communications.		
Restrictions on ARFF access from fire stations to the runway / taxiway system or airport buildings.		
Lack of radio communications with construction vehicles in airport movement areas.		
Objects, regardless of whether they are marked or flagged, or activities anywhere on or near an airport that could be distracting, confusing, or alarming to pilots during aircraft operations.		
Water, snow, dirt, debris, or other contaminants that temporarily obscure or derogate the visibility of runway/taxiway marking, lighting, and pavement edges. Any condition or factor that obscures or diminishes the visibility of areas under construction.		
Spillage from vehicles (gasoline, diesel fuel, oil) on active pavement areas, such as runways, taxiways, aprons, and airport roadways.		
Failure to maintain drainage system integrity during construction (for example, no temporary drainage provided when working on a drainage system).		



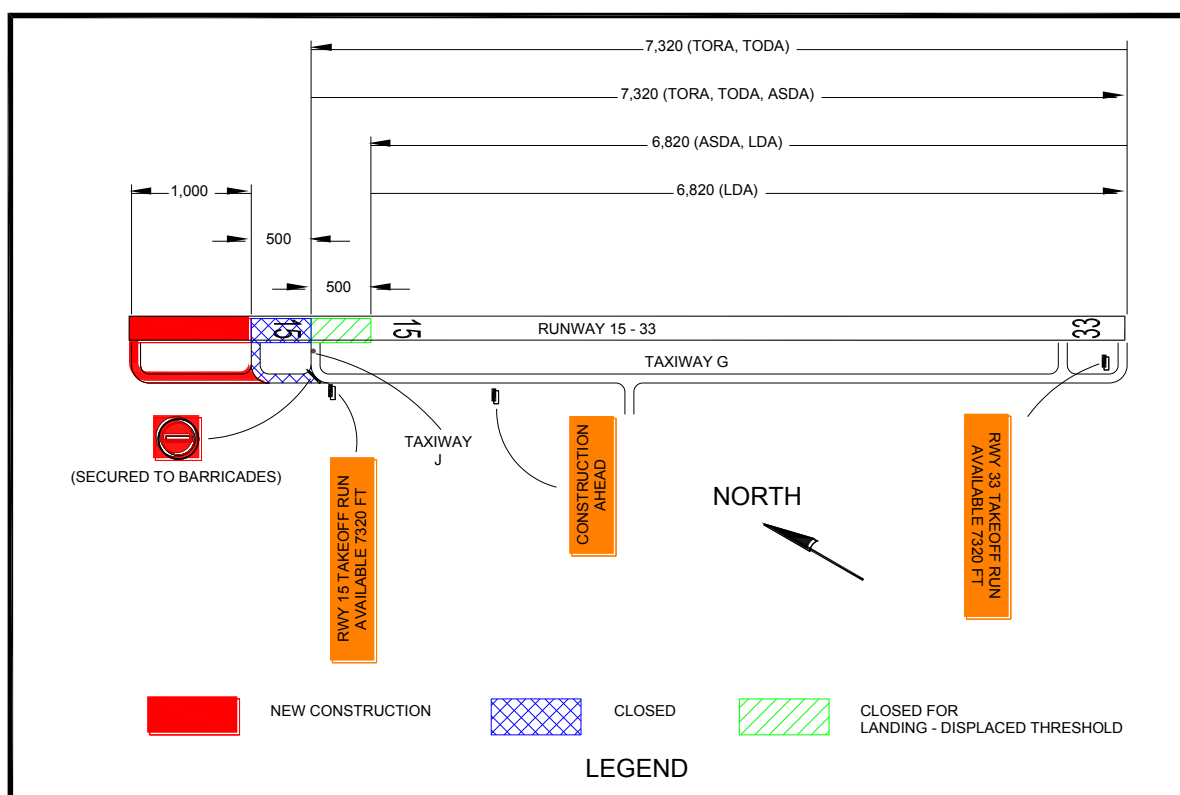
Item	Action Required (Describe)	No Action Required (Check)
Failure to provide for proper electrical lockout and tagging procedures. At larger airports with multiple maintenance shifts/workers, construction contractors should make provisions for coordinating work on circuits.		
Failure to control dust. Consider limiting the amount of area from which the contractor is allowed to strip turf.		
Exposed wiring that creates an electrocution or fire ignition hazard. Identify and secure wiring, and place it in conduit or bury it.		
Site burning, which can cause possible obscuration.		
Construction work taking place outside of designated work areas and out of phase.		



**APPENDIX E. SAMPLE OPERATIONAL EFFECTS TABLE****E.1 Project Description.**

Runway 15-33 is currently 7820 feet long, with a 500 foot stopway on the north end. This project will remove the stopway and extend the runway 1000 feet to the north and 500 feet to the south. Finally, the existing portion of the runway will be repaved. The runway 33 glide slope will be relocated. The new runway 33 localizer has already been installed by FAA Technical Operations and only needs to be switched on. Runway 15 is currently served only by a localizer, which will remain in operation as it will be beyond the future RSA. Appropriate NOTAMS will be issued throughout the project.

- E.1.1 During Phase I, the runway 15 threshold will be displaced 1000 feet to keep construction equipment below the approach surface. The start of runway 15 takeoff and the departure end of runway 33 will also be moved 500 feet to protect workers from jet blast. Declared distances for runway 33 will be adjusted to provide the required RSA and applicable departure surface. Excavation near Taxiway G will require its ADG to be reduced from IV to III. See [Figure E-1](#).

**Figure E-1. Phase I Example**

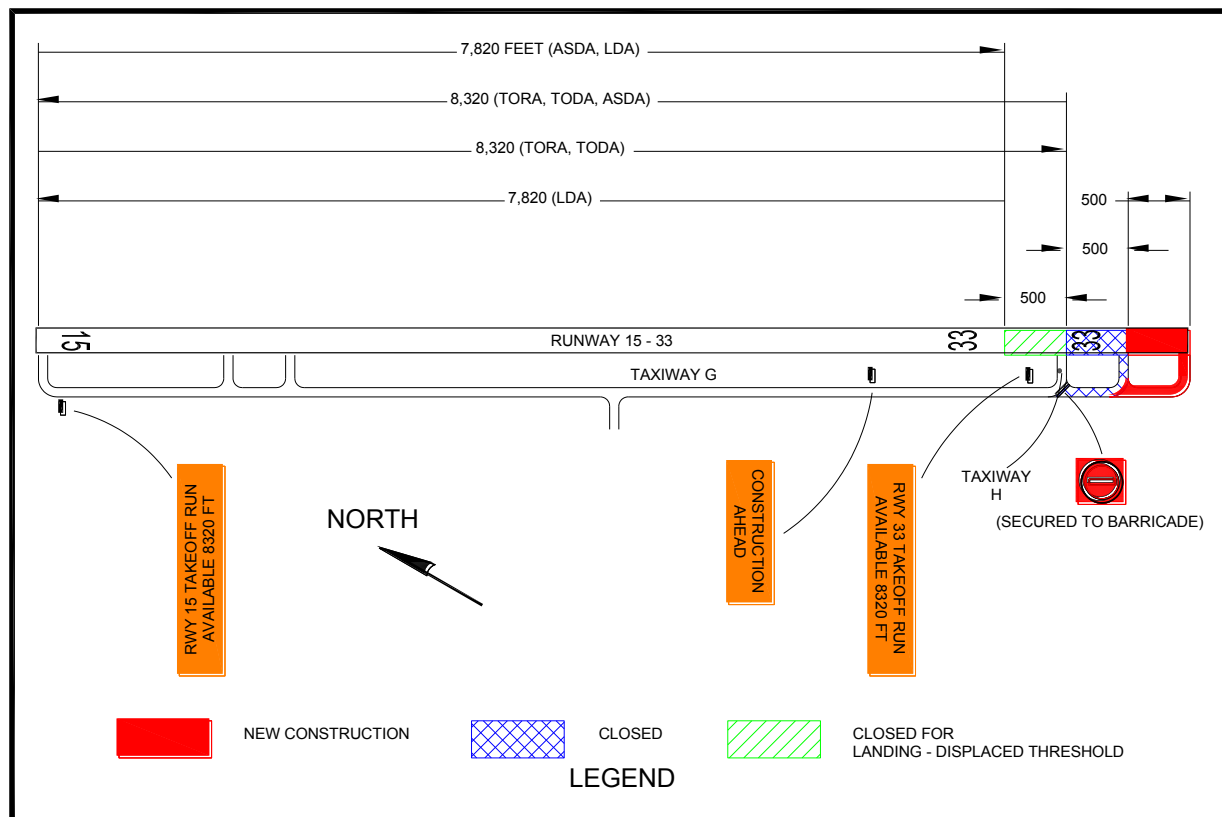
**Note 1:** Where hold signs are installed on both sides of a taxiway, install the TORA sign on the left side of the taxiway before the final turn to the runway intersection.

**Note 2:** Based on the declared distances for Runway 33 departures, the maximum equipment height in the construction area is 12.5 feet ( $500/40 = 12.5$ ).



- E.2 During Phase II, the runway 33 threshold will be displaced 1000 feet to keep construction equipment below the approach surface. The start of runway 33 takeoff and the departure end of runway 15 will also be moved 500 feet to protect workers from jet blast. Declared distances for runway 15 will be adjusted to provide the required RSA and applicable departure surface. See [Figure E-2](#).

### Figure E-2. Phase II Example



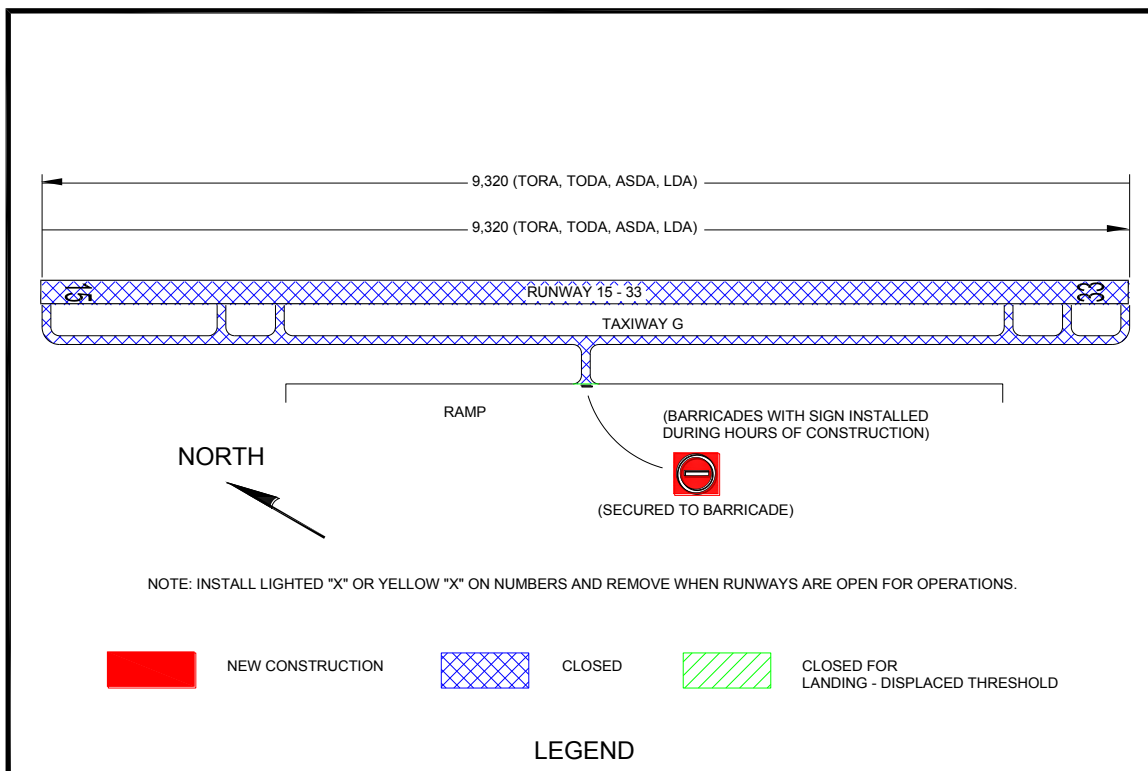
**Note 1:** Where hold signs are installed on both sides of a taxiway, install the TORA sign on the left side of the taxiway before the final turn to the runway intersection.

**Note 2:** Based on the declared distances for Runway 15 departures, the maximum equipment height in the construction area is 12.5 feet ( $500/40 = 12.5$ ).



- E.3 During Phase III, the existing portion of the runway will be repaved with Hot Mix Asphalt (HMA) and the runway 33 glide slope will be relocated. Construction will be accomplished between the hours of 8:00 pm and 5:00 am, during which the runway will be closed to operations.

**Figure E-3. Phase III Example**





**Table E-1. Operational Effects Table**

<b>Project</b>	<b>Runway 15-33 Extension and Repaving</b>			
<b>Phase</b>	<b>Normal (Existing)</b>	<b>Phase I: Extend Runway 15 End</b>	<b>Phase II: Extend Runway 33 End</b>	<b>Phase III: Repave Runway</b>
<b>Scope of Work</b>	N/A	Extend Runway 15-33 1,000 ft on north end with Hot Mix Asphaltic Concrete (HMA).	Extend Runway 15-33 500 ft on south end with Hot Mix Asphaltic Concrete (HMA).	Repave existing runway with HMA Relocate Runway 33 Glide Slope
<b>Effects of Construction Operations</b>	N/A	Existing North 500 ft closed	Existing South 500 ft closed	Runway closed between 8:00 pm and 5:00 am Edge lighting out of service
<b>Construction Phase</b>	N/A	Phase I (Anticipated)	Phase II (Anticipated)	Phase III (Anticipated)
<b>Runway 15 Average Aircraft Operations</b>	Carrier: 52 /day GA: 26 /day Military: 11 /day	Carrier: 40 /day GA: 26 /day Military: 0 /day	Carrier: 45 /day GA: 26 /day Military: 5 /day	Carrier: 45 / day GA: 20 / day Military: 0 /day
<b>Runway 33 Average Aircraft Operations</b>	Carrier: 40 /day GA: 18 /day Military: 10 /day	Carrier: 30 /day GA: 18 /day Military: 0 /day	Carrier: 25 /day GA: 18 /day Military: 5 /day	Carrier: 20 /day GA: 5 /day Military: 0 /day
<b>Runway 15-33 Aircraft Category</b>	C-IV	C-IV	C-IV	C-IV
<b>Runway 15 Approach Visibility Minimums</b>	1 mile	1 mile	1 mile	1 mile
<b>Runway 33 Approach Visibility Minimums</b>	$\frac{3}{4}$ mile	$\frac{3}{4}$ mile	$\frac{3}{4}$ mile	1 mile

**Note:** Proper coordination with Flight Procedures group is necessary to maintain instrument approach procedures during construction.



Project		Runway 15-33 Extension and Repaving			
Phase		Normal (Existing)	Phase I: Extend Runway 15 End	Phase II: Extend Runway 33 End	Phase III: Repave Runway
Runway 15 Declared Distances	TORA	7,820	7,320	8,320	9,320
	TODA	7,820	7,320	8,320	9,320
	ASDA	7,820	7,320	7,820	9,320
	LDA	7,820	6,820	7,820	9,320
Runway 33 Declared Distances	TORA	7,820	7,320	8,320	9,320
	TODA	7,820	7,320	8,320	9,320
	ASDA	8,320	6,820	8,320	9,320
	LDA	7,820	6,820	7,820	9,320
Runway 15 Approach Procedures		LOC only	LOC only	LOC only	LOC only
		RNAV	RNAV	RNAV	RNAV
		VOR	VOR	VOR	VOR
Runway 33 Approach Procedures		ILS	ILS	ILS	LOC only
		RNAV	RNAV	RNAV	RNAV
		VOR	VOR	VOR	VOR
Runway 15 NAVAIDs		LOC	LOC	LOC	LOC
Runway 33 NAVAIDs		ILS, MALSR	ILS, MALSR	ILS, MALSR	LOC, MALSR
Taxiway G ADG		IV	III	IV	IV
Taxiway G TDG		4	4	4	4
ATCT (hours open)		24 hours	24 hours	24 hours	0500 - 2000
ARFF Index		D	D	D	D



<b>Project</b>	<b>Runway 15-33 Extension and Repaving</b>			
<b>Phase</b>	<b>Normal (Existing)</b>	<b>Phase I: Extend Runway 15 End</b>	<b>Phase II: Extend Runway 33 End</b>	<b>Phase III: Repave Runway</b>
<b>Special Conditions</b>	Air National Guard (ANG) military operations	All military aircraft relocated to alternate ANG Base	Some large military aircraft relocated to alternate ANG Base	All military aircraft relocated to alternate ANG Base
<b>Information for NOTAMs</b>		Refer above for applicable declared distances. Taxiway G limited to 118 ft wingspan	Refer above for applicable declared distances.	Refer above for applicable declared distances. Airport closed 2000 – 0500. Runway 15 glide slope OTS.

**Note:** This table is one example. It may be advantageous to develop a separate table for each project phase and/or to address the operational status of the associated NAVAIDs per construction phase.

Complete the following chart for each phase to determine the area that must be protected along the runway and taxiway edges:

**Table E-2. Runway and Taxiway Edge Protection**

<b>Runway/Taxiway</b>	<b>Aircraft Approach Category* A, B, C, or D</b>	<b>Airplane Design Group* I, II, III, or IV</b>	<b>Safety Area Width in Feet Divided by 2*</b>

\*See AC 150/5300-13 to complete the chart for a specific runway/taxiway.



Complete the following chart for each phase to determine the area that must be protected before the runway threshold:

**Table E-3. Protection Prior to Runway Threshold**

Runway End Number	Airplane Design Group* I, II, III, or IV	Aircraft Approach Category* A, B, C, or D	Minimum Safety Area Prior to the Threshold*	Minimum Distance to Threshold Based on Required Approach Slope*	
				ft	: 1
				ft	: 1
				ft	: 1
				ft	: 1

\*See AC 150/5300-13 to complete the chart for a specific runway.



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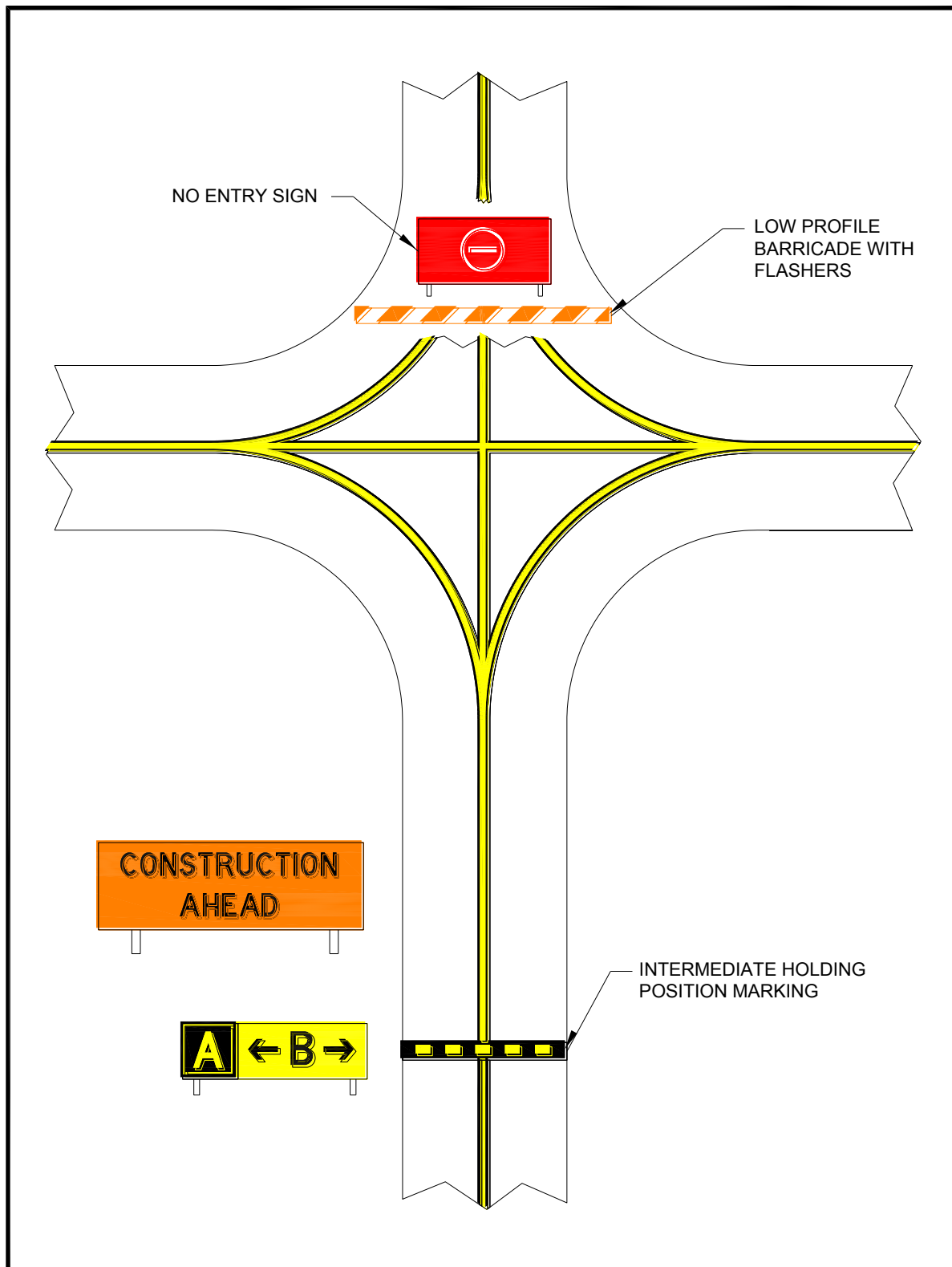


## APPENDIX F. ORANGE CONSTRUCTION SIGNS

Figure F-1. Approved Sign Legends

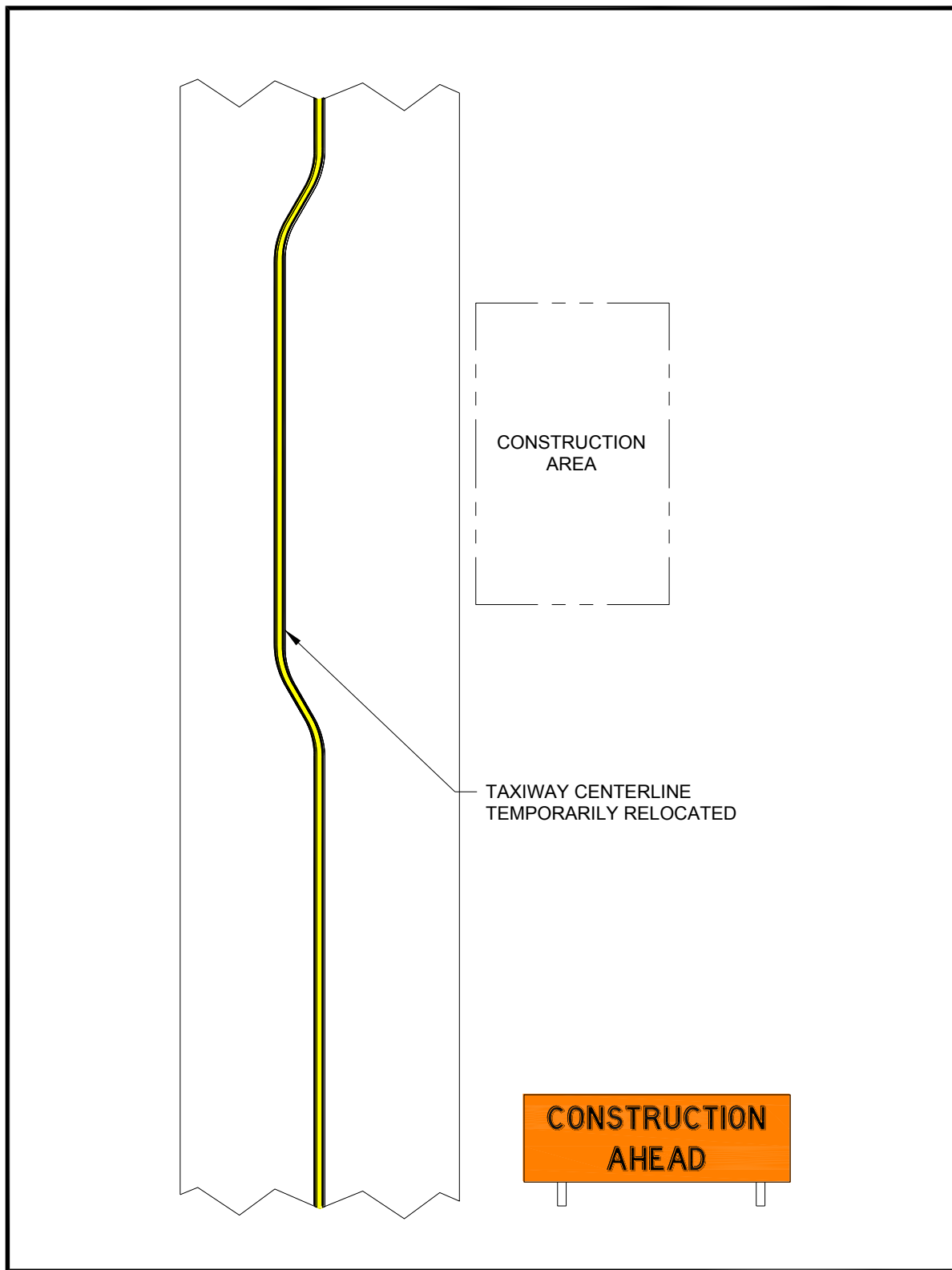




**Figure F-2. Orange Construction Sign Example 1**

**Note:** For proper placement of signs, refer to EB 93.



**Figure F-3. Orange Construction Sign Example 2**

**Note:** For proper placement of signs, refer to EB 93.



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### Advisory Circular Feedback

If you find an error in this AC, have recommendations for improving it, or have suggestions for new items/subjects to be added, you may let us know by (1) mailing this form to Manager, Airport Engineering Division, Federal Aviation Administration ATTN: AAS-100, 800 Independence Avenue SW, Washington DC 20591 or (2) faxing it to the attention of the Office of Airport Safety and Standards at (202) 267-5383.

Subject: AC 150/5370-2G

Date: \_\_\_\_\_

*Please check all appropriate line items:*

- ☐ An error (procedural or typographical) has been noted in paragraph \_\_\_\_\_ on page \_\_\_\_\_.
- ☐ Recommend paragraph \_\_\_\_\_ on page \_\_\_\_\_ be changed as follows:
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- ☐ In a future change to this AC, please cover the following subject:  
(Briefly describe what you want added.)
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- ☐ Other comments:
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- ☐ I would like to discuss the above. Please contact me at (phone number, email address).
- \_\_\_\_\_

Submitted by: \_\_\_\_\_

Date: \_\_\_\_\_







PART 4  
DEPARTMENT OF LABOR  
WAGE DETERMINATION







General Decision Number: IA20220081 02/25/2022

Superseded General Decision Number: IA20210081

State: Iowa

Construction Types: Heavy and Highway

Counties: Adair, Adams, Allamakee, Appanoose, Audubon, Benton, Black Hawk, Boone, Bremer, Buchanan, Buena Vista, Butler, Calhoun, Carroll, Cass, Cedar, Cerro Gordo, Cherokee, Chickasaw, Clarke, Clay, Clayton, Clinton, Crawford, Dallas, Davis, Decatur, Delaware, Des Moines, Dickinson, Dubuque, Emmet, Fayette, Floyd, Franklin, Fremont, Greene, Grundy, Guthrie, Hamilton, Hancock, Hardin, Harrison, Henry, Howard, Humboldt, Ida, Iowa, Jackson, Jasper, Jefferson, Johnson, Jones, Keokuk, Kossuth, Lee, Linn, Louisa, Lucas, Lyon, Madison, Mahaska, Marion, Marshall, Mills, Mitchell, Monona, Monroe, Montgomery, Muscatine, O'Brien, Osceola, Page, Palo Alto, Plymouth, Pocahontas, Polk, Pottawattamie, Poweshiek, Ringgold, Sac, Shelby, Sioux, Story, Tama, Taylor, Union, Van Buren, Wapello, Warren, Washington, Wayne, Webster, Winnebago, Winneshiek, Woodbury, Worth and Wright Counties in Iowa.

#### HIGHWAY CONSTRUCTION PROJECTS and HEAVY CONSTRUCTION PROJECTS

Note: Contracts subject to the Davis-Bacon Act are generally required to pay at least the applicable minimum wage rate required under Executive Order 14026 or Executive Order 13658. Please note that these Executive Orders apply to covered contracts entered into by the federal government that are subject to the Davis-Bacon Act itself, but do not apply to contracts subject only to the Davis-Bacon Related Acts, including those set forth at 29 CFR 5.1(a)(2)-(60).

If the contract is entered into on or after January 30, 2022, or the contract is renewed or extended (e.g., an option is exercised) on or after January 30, 2022, Executive Order 14026 generally applies to the contract. The contractor must pay all covered

workers at least \$15.00 per hour (or the applicable wage rate listed on this wage determination, if it is higher) for all hours spent performing on the contract in 2022.

If the contract was awarded on or between January 1, 2015, and January 29, 2022, and the contract is not renewed or extended on or after January 30, 2022: Executive Order 13658 generally applies to the contract. The contractor must pay all covered

workers at least \$11.25 per hour (or the applicable wage rate listed on this wage determination, if it is higher) for all hours spent performing on that contract in 2022.

The applicable Executive Order minimum wage rate will be adjusted annually. If this contract is covered by one of the Executive Orders and a classification considered necessary for performance of work on the contract does not appear on this wage determination, the contractor must still submit a conformance request.

Additional information on contractor requirements and worker protections under the Executive Orders is available at <https://www.dol.gov/agencies/whd/government-contracts>.

Modification Number	Publication Date
0	01/07/2022
1	02/25/2022



\* SUIA2021-001 10/18/2017

	Rates	Fringes
Carpenter & Piledrivermen		
ZONE 1.....	\$ 29.27	14.58
ZONE 2.....	\$ 27.48	14.73
ZONE 3.....	\$ 27.48	14.73
ZONE 4.....	\$ 26.85	12.30
ZONE 5**.....	\$ 25.75	10.70
CONCRETE FINISHER		
ZONE 1.....	\$ 29.05	7.60
ZONE 2.....	\$ 29.05	7.60
ZONE 3.....	\$ 29.05	7.60
ZONE 4.....	\$ 25.95	6.95
ZONE 5.....	\$ 24.90	6.95
ELECTRICIAN (STREET AND HIGHWAY LIGHTING AND TRAFFIC SIGNALS)		
ZONE 1, 2, AND 3....	\$ 30.40	9.80
ZONE 4.....	\$ 29.10	8.80
ZONE 5.....	\$ 26.95	7.80
IRONWORKER (SETTING OF STRUCTURAL STEEL)		
ZONE 1.....	\$ 32.25	11.60
ZONE 2.....	\$ 30.16	12.05
ZONE 3.....	\$ 30.16	12.05
ZONE 4.....	\$ 28.00	11.15
ZONE 5**.....	\$ 26.15	10.30
LABORER		
ZONE 1, 2 AND 3		
GROUP A.....	\$ 24.08	10.65
GROUP AA.....	\$ 26.46	10.65
GROUP B.....	\$ 22.23	10.65
GROUP C.....	\$ 19.15	10.65
ZONE 4		
GROUP A.....	\$ 21.37	9.83
GROUP B.....	\$ 20.05	9.83
GROUP C.....	\$ 17.17	9.83
ZONE 5		
GROUP A.....	\$ 21.77	8.38
GROUP B.....	\$ 19.27	8.38
GROUP C.....	\$ 18.42	8.38
POWER EQUIPMENT OPERATOR		
ZONE 1		
GROUP A.....	\$ 33.25	15.50
GROUP B.....	\$ 31.70	15.50
GROUP C.....	\$ 29.20	15.50
GROUP D.....	\$ 29.20	15.50
ZONE 2		
GROUP A.....	\$ 32.55	15.50



GROUP B.....	\$ 30.95	15.50
GROUP C.....	\$ 28.40	15.50
GROUP D.....	\$ 28.40	15.50
ZONE 3		
GROUP A.....	\$ 30.45	25.90
GROUP B.....	\$ 28.65	25.90
GROUP C.....	\$ 27.65	25.90
GROUP D.....	\$ 27.65	25.90
ZONE 4		
GROUP A.....	\$ 31.35	13.85
GROUP B.....	\$ 30.21	13.85
GROUP C.....	\$ 28.13	13.85
GROUP D.....	\$ 28.13	13.85
ZONE 5		
GROUP A.....	\$ 28.52	11.50
GROUP B.....	\$ 27.48	11.50
GROUP C.....	\$ 25.75	11.50
GROUP D.....	\$ 24.75	11.50

#### TRUCK DRIVER (AND PAVEMENT MARKING DRIVER/SWITCHPERSON)

ZONE 1.....	\$ 25.25	11.45
ZONE 2.....	\$ 25.25	11.45
ZONE 3.....	\$ 25.25	11.45
ZONE 4.....	\$ 25.00	7.50
ZONE 5.....	\$ 23.05	7.50

#### ZONE DEFINITIONS

ZONE 1 The Counties of Polk, Warren, and Dallas for all Crafts, and Linn County Carpenters only.

ZONE 2 The Counties of Dubuque for all Crafts and Linn County for all Crafts except Carpenters.

ZONE 3 The Cities of Burlington (including West Burlington), Clinton, Fort Madison, Keokuk, and Middleton (including the Iowa Army Ammunition Plant) and Muscatine (and abutting municipalities of any such cities).

ZONE 4 Story, Black Hawk, Cedar, Jasper, Jones, Jackson, Louisa, Madison, and Marion Counties; Clinton County (except the City of Clinton), Johnson County, Muscatine County (except the City of Muscatine), the City of Council Bluffs, Lee County and Des Moines County.

ZONE 5 All areas of the state not listed above.

#### LABORER CLASSIFICATIONS - ALL ZONES

GROUP AA - {Skilled pipelayer (sewer, water and conduits) and tunnel laborers; asbestos abatement worker} (Zones 1, 2 and 3).

GROUP A - Carpenter tender on bridges and box culverts; curb machine (without a seat); deck hand; diamond & core drills; drill operator on air tracs, wagon drills and similar drills; form setter/stringman on paving work; gunnite nozzle man; joint sealer kettleman; laser operator; powderman tender; powderman/blaster; saw operator; {pipelayer (sewer, water, and conduits); sign erector\*; tunnel laborer; asbestos abatement worker (Zones 4 and 5)}, sign erector.

GROUP B - Air, gas, electric tool operator; barco hammer; carpenter tender; caulker; chain sawman; compressor (under 400 cfm); concrete finisher tender; concrete processing materials and monitors; cutting torch on demolition; drill tender; dumpmen; electric drills; fence erectors; form line expansion joint assembler; form tamper; general laborer; grade checker; handling and placing metal mesh, dowel bars, reinforcing bars and chairs; hot asphalt laborer; installing temporary traffic control devices; jackhammerman; mechanical grouter; painter (all except strippers); paving breaker; planting trees, shrubs and flowers; power broom (not self-propelled); power buggyman; rakers; rodman (tying reinforcing steel); sandblaster; seeding and mulching; sewer utility topman/bottom man; spaders; stressor or stretcherman on pre or post tensioned concrete; stringman on re/surfacing/no grade control; swinging stage, tagline, or block and tackle; tampers; timberman; tool room men and checkers; tree climber; tree



groundman; underpinning and shoring caissons over twelve feet deep; vibrators; walk behind trencher; walk behind paint strippers; walk behind vibrating compactor; water pumps (under three inch); work from bosun chair.

GROUP C - Scale weigh person; traffic control/flagger, surveillance or monitor; water carrier.

#### POWER EQUIPMENT OPERATOR CLASSIFICATIONS - ALL ZONES

GROUP A - All terrain (off road) forklift; asphalt breakdown roller (vibratory); asphalt laydown machine; asphalt plant; asphalt screed; bulldozer (finish); central mix plant; concrete pump; crane; crawler tractor pulling scraper; directional drill (60,000 (lbs) pullback and above); dragline and power shovel; dredge engineer; excavator (over 4 cu. yd.); front end loader (4 cy and over); horizontal boring machine; master mechanic; milling machine (over 350 hp); motor grader (finish); push cat; rubber tired backhoe (over 4 cu. yd.); scraper (12 cu. yd. and over or finish); Self-propelled rotary mixer/road reclaimer; sidebroom tractor; slipform portland concrete paver; tow or push boat; trenching machine (Cleveland 80 or similar).

GROUP B - Articulated off road hauler, asphalt heater/planer; asphalt material transfer vehicle; asphalt roller; belt loader or similar loader; bulldozer (rough); churn or rotary drill; concrete curb machine; crawler tractor pulling ripper, disk or roller; deck hand/oiler; directional drill (less than 60,000 (lbs) pullback); distributor; excavator (1/2 cu. yd. and under); form riding concrete paver; front end loader (2 to less than 4 cu. yd.); group equipment greaser; mechanic; milling machine (350 hp. and less); paving breaker; portland concrete dry batch plant; rubber tired backhoe (1/2 cu. yd. and under); scraper (under 12 cu. yd.); screening, washing and crushing plant (mobile, portable or stationary); shoulder machine; skid loader (1 cu. yd. and over); subgrader or trimmer; trenching machine; water wagon on compaction.

GROUP C - Boom & winch truck; concrete spreader/belt placer; deep wells for dewatering; farm type tractor (over 75 hp.) pulling disc or roller; forklift; front end loader (under 2 cu. yd.); motor grader (rough); pile hammer power unit; pump (greater than three inch diameter); pumps on well points; safety boat; self-propelled roller (other than asphalt); self-propelled sand blaster or shot blaster, water blaster or striping grinder/remover; skid loader (under 1 cu. yd.); truck mounted post driver.

GROUP D - Boiler; compressor; cure and texture machine; dow box; farm type or utility tractor (under 75 hp.) pulling disk, roller or other attachments; group greaser tender; light plants; mechanic tender; mechanical broom; mechanical heaters; oiler; pumps (under three-inch diameter); tree chipping machine; truck crane driver/oiler.

\*\* CARPENTERS AND PILEDRIVERMEN, or IRONWORKERS (ZONE 5) Setting of structural steel; any welding incidental to bridge or culvert construction; setting concrete beams.

\* ADDED CRAFT - SIGN ERECTOR

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WELDERS - Receive rate prescribed for craft performing operation to which welding is incidental.

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Note: Executive Order (EO) 13706, Establishing Paid Sick Leave for Federal Contractors applies to all contracts subject to the Davis-Bacon Act for which the contract is awarded (and any solicitation was issued) on or after January 1, 2017. If this contract is covered by the EO, the contractor must provide employees with 1 hour of paid sick leave for every 30 hours they work, up to 56 hours of paid sick leave each year. Employees must be permitted to use paid sick leave for their own illness, injury or other health-related needs, including preventive care; to assist a family member (or person who is like family to the employee) who is ill, injured, or has other health-related needs, including preventive care; or for reasons resulting from, or to assist a family member (or person who is like family to the employee) who is a victim of, domestic violence, sexual assault, or stalking. Additional information on contractor requirements and worker protections under the EO is available at

<https://www.dol.gov/agencies/whd/government-contracts>.



Unlisted classifications needed for work not included within the scope of the classifications listed may be added after award only as provided in the labor standards contract clauses (29CFR 5.5 (a) (1) (ii)).

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The body of each wage determination lists the classification and wage rates that have been found to be prevailing for the cited type(s) of construction in the area covered by the wage determination. The classifications are listed in alphabetical order of ""identifiers"" that indicate whether the particular rate is a union rate (current union negotiated rate for local), a survey rate (weighted average rate) or a union average rate (weighted union average rate).

#### Union Rate Identifiers

A four letter classification abbreviation identifier enclosed in dotted lines beginning with characters other than ""SU"" or ""UAVG"" denotes that the union classification and rate were prevailing for that classification in the survey. Example: PLUM0198-005 07/01/2014. PLUM is an abbreviation identifier of the union which prevailed in the survey for this classification, which in this example would be Plumbers. 0198 indicates the local union number or district council number where applicable, i.e., Plumbers Local 0198. The next number, 005 in the example, is an internal number used in processing the wage determination. 07/01/2014 is the effective date of the most current negotiated rate, which in this example is July 1, 2014.

Union prevailing wage rates are updated to reflect all rate changes in the collective bargaining agreement (CBA) governing this classification and rate.

#### Survey Rate Identifiers

Classifications listed under the ""SU"" identifier indicate that no one rate prevailed for this classification in the survey and the published rate is derived by computing a weighted average rate based on all the rates reported in the survey for that classification. As this weighted average rate includes all rates reported in the survey, it may include both union and non-union rates. Example: SULA2012-007 5/13/2014. SU indicates the rates are survey rates based on a weighted average calculation of rates and are not majority rates. LA indicates the State of Louisiana. 2012 is the year of survey on which these classifications and rates are based. The next number, 007 in the example, is an internal number used in producing the wage determination. 5/13/2014 indicates the survey completion date for the classifications and rates under that identifier.

Survey wage rates are not updated and remain in effect until a new survey is conducted.

#### Union Average Rate Identifiers

Classification(s) listed under the UAVG identifier indicate that no single majority rate prevailed for those classifications; however, 100% of the data reported for the classifications was union data. EXAMPLE: UAVG-OH-0010 08/29/2014. UAVG indicates that the rate is a weighted union average rate. OH indicates the state. The next number, 0010 in the example, is an internal number used in producing the wage determination. 08/29/2014 indicates the survey completion date for the classifications and rates under that identifier.

A UAVG rate will be updated once a year, usually in January of each year, to reflect a weighted average of the current negotiated/CBA rate of the union locals from which the rate is based.

### WAGE DETERMINATION APPEALS PROCESS

1.) Has there been an initial decision in the matter? This can be:

- \* an existing published wage determination
- \* a survey underlying a wage determination
- \* a Wage and Hour Division letter setting forth a position on



- a wage determination matter
- \* a conformance (additional classification and rate) ruling

On survey related matters, initial contact, including requests for summaries of surveys, should be with the Wage and Hour National Office because National Office has responsibility for the Davis-Bacon survey program. If the response from this initial contact is not satisfactory, then the process described in 2.) and 3.) should be followed.

With regard to any other matter not yet ripe for the formal process described here, initial contact should be with the Branch of Construction Wage Determinations. Write to:

Branch of Construction Wage Determinations  
Wage and Hour Division  
U.S. Department of Labor  
200 Constitution Avenue, N.W.  
Washington, DC 20210

2.) If the answer to the question in 1.) is yes, then an interested party (those affected by the action) can request review and reconsideration from the Wage and Hour Administrator (See 29 CFR Part 1.8 and 29 CFR Part 7). Write to:

Wage and Hour Administrator  
U.S. Department of Labor  
200 Constitution Avenue, N.W.  
Washington, DC 20210

The request should be accompanied by a full statement of the interested party's position and by any information (wage payment data, project description, area practice material, etc.) that the requestor considers relevant to the issue.

3.) If the decision of the Administrator is not favorable, an interested party may appeal directly to the Administrative Review Board (formerly the Wage Appeals Board). Write to:

Administrative Review Board  
U.S. Department of Labor  
200 Constitution Avenue, N.W.  
Washington, DC 20210

4.) All decisions by the Administrative Review Board are final.

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END OF GENERAL DECISION"



# TECHNICAL SPECIFICATIONS







### Item C-105 Mobilization

**105-1 Description.** This item of work shall consist of, but is not limited to, work and operations necessary for the movement of personnel, equipment, material and supplies to and from the project site for work on the project except as provided in the contract as separate pay items.

**105-2 Mobilization limit.** Mobilization shall be limited to 10 percent of the total project cost.

**105-3 Posted notices.** Prior to commencement of construction activities, the Contractor must post the following documents in a prominent and accessible place where they may be easily viewed by all employees of the prime Contractor and by all employees of subcontractors engaged by the prime Contractor: Equal Employment Opportunity (EEO) Poster "Equal Employment Opportunity is the Law" in accordance with the Office of Federal Contract Compliance Programs Executive Order 11246, as amended; Davis Bacon Wage Poster (WH 1321) - DOL "Notice to All Employees" Poster; and Applicable Davis-Bacon Wage Rate Determination. These notices must remain posted until final acceptance of the work by the Owner.

**105-4 Engineer/RPR field office.** An Engineer/RPR field office is not required.

### METHOD OF MEASUREMENT

**105-5 Basis of measurement and payment.** Based upon the contract lump sum price for "Mobilization" and "Traffic Control" partial payments will be allowed as follows:

- a. With first pay request, 25%.
- b. When 25% or more of the original contract is earned, an additional 25%.
- c. When 50% or more of the original contract is earned, an additional 40%.
- d. After Final Inspection, Staging area clean-up and delivery of all Project Closeout materials as required by Section 90, paragraph 90-11, *Contractor Final Project Documentation*, the final 10%.

### BASIS OF PAYMENT

**105-6 Payment will be made under:**

Item C-105      Mobilization

**Item C-105.2 Traffic Control**

### REFERENCES

The publications listed below form a part of this specification to the extent referenced. The publications are referred to within the text by the basic designation only.



Office of Federal Contract Compliance Programs (OFCCP)

Executive Order 11246, as amended

EEOC-P/E-1 – Equal Employment Opportunity is the Law Poster

United States Department of Labor, Wage and Hour Division (WHD)

WH 1321 – Employee Rights under the Davis-Bacon Act Poster

**END OF ITEM C-105**



## Item P-101 Surface Preparation

### DESCRIPTION

**101-1.1** This item shall consist of preparation of existing pavement surfaces for overlay, surface treatments, removal of existing pavement, and other miscellaneous items. The work shall be accomplished in accordance with these specifications and the applicable drawings.

### EQUIPMENT

**101-2.1** All equipment shall be specified here and in the following paragraphs or approved by the Engineer. The equipment shall not cause damage to the pavement to remain in place.

### CONSTRUCTION

#### 101-3.1 Removal of existing pavement.

**a. Concrete pavement.** The existing concrete pavement to be removed shall be freed from the pavement to remain by sawing through the complete depth of the slab one foot (30 cm) inside the perimeter of the final removal limits or outside the dowels, whichever is greater when the limits of removal are located on the joints. The pavement between the perimeter of the pavement removal and the saw cut shall be carefully broken up and removed using hand-held jackhammers, weighing 30 pounds (14 kg) or less, or other light-duty equipment which will not cause distress in the pavement which is to remain in place. The Contractor shall have the option of sawing through the dowels at the joint, removing the pavement and installing new dowels. Where the perimeter of the removal limits is not located on the joint and there are no dowels present, then the perimeter shall be saw cut the full depth of the pavement. The pavement inside the saw cut shall be removed by methods suitable to the Engineer which will not cause distress in the pavement which is to remain in place. ~~If the material is to be wasted on the airport site, it shall be reduced to a maximum size designated by the Engineer.~~ All materials removed shall be disposed legally off of the airport property. Concrete repairs shall be completed in accordance with the details shown on the plans. The Contractor's removal operation shall not cause damage to cables, utility ducts, pipelines, or drainage structures under the pavement. Concrete slabs that are damaged by under breaking shall be removed. Any damage shall be repaired at the Contractor's expense.

**b. Diamond grinding of PCC surfaces.** Diamond grinding shall be accomplished by sawing with saw blades impregnated with industrial diamond abrasive. The saw blades shall be assembled in a cutting head mounted on a machine designed specifically for diamond grinding that will produce the required texture and smoothness level without damage to the pavement. The saw blades shall be 1/8-inch (3-mm) wide and there shall be a minimum of 55 to 60 blades per 12 inches (300 mm) of cutting head width; the actual number of blades will be determined by the Contractor and depend on the hardness of the aggregate. Each machine shall be capable of cutting a path at least 3 feet (0.9 m) wide. Equipment that causes ravels, aggregate fractures, spalls or disturbance to the joints will not be permitted. The depth of diamond grinding shall not exceed 1/2 inch (13 mm). Grinding will be tapered in all directions to provide smooth transitions to areas not requiring grinding.

**b. Asphalt concrete pavement.** Asphalt concrete pavement to be removed shall be cut to the full depth of the bituminous material around the perimeter of the area to be removed. The pavement shall be removed so the joint for each layer of pavement replacement is offset 1 foot (30 cm) from the joint in the preceding layer. This does not



apply if the removed pavement is to be replaced with concrete or soil. If the material is to be wasted on the airport site, it shall be broken to a maximum size of 2 ½ inches (mm).

**101-3.2 Preparation of joints and cracks.** Remove all vegetation and debris from cracks to a minimum depth of 1 inch (25 mm). If extensive vegetation exists treat the specific area with a concentrated solution of a water-based herbicide approved by the Engineer. Fill all cracks, ignoring hairline cracks (< 1/4 inch (6 mm) wide) with a crack sealant per ASTM D6690. Wider cracks (over 1-1/2 inch wide (38 mm)), along with soft or sunken spots, indicate that the pavement or the pavement base should be repaired or replaced as **shown on drawings stated below**. Any excess joint or crack sealer on the surface of the pavement shall also be removed from the pavement surface.

**101-3.3 Removal of paint and rubber.** All paint and rubber over 1 foot (30 cm) wide that will affect the bond of the new overlay shall be removed from the surface of the existing pavement. Chemicals, high pressure water, heater scarifier (asphaltic concrete only), cold milling, or sandblasting may be used. Any methods used shall not cause major damage to the pavement. Major damage is defined as changing the properties of the pavement or removing pavement over 1/8 inch (3 mm) deep. If chemicals are used, they shall comply with the state's environmental protection regulations. No material shall be deposited on the runway shoulders. All wastes shall be disposed of in areas indicated in this specification or shown on the plans.

**101-3.4 Concrete spall or failed asphaltic concrete pavement repair.**

**a. Repair of concrete spalls in areas to be overlaid with asphalt.** The Contractors shall repair all spalled concrete as shown on the plans or as directed by the Engineer. The perimeter of the repair shall be saw cut a minimum of 2 inches (50 mm) outside the affected area and 2 inches (50 mm) deep. The deteriorated material shall be removed to a depth where the existing material is firm or cannot be easily removed with a geologist pick. The removed area shall be filled with asphaltic concrete with a minimum Marshall stability of 1,200 lbs (544 kg) and maximum flow of 20 (units of 0.01 in). The material shall be compacted with equipment approved by the Engineer until the material is dense and no movement or marks are visible. The material shall not be placed in lifts over 4 inches (100 mm) in depth. This method of repair applies only to pavement to be overlaid.

**b. Asphaltic concrete pavement repair.** The failed areas shall be removed as specified in paragraph 101-3.1b. All failed material including surface, base course, subbase course, and subgrade shall be removed. The base course and subbase shall be replaced if it has been infiltrated with clay, silt, or other material affecting the load bearing capacity. Materials and methods of construction shall comply with the other applicable sections of this specification.

**101-3.5 Cold milling.** Milling shall be performed with a power operated milling machine or grinder, capable of producing a finished surface that provides a good bond to the new overlay. The milling machine or grinder shall operate without tearing or gouging the under laying surface. The milling machine or grinder shall be equipped with automatic grade and slope controls. All millings shall be removed and disposed off Airport property, unless otherwise specified. If the Contractor mills or grinds deeper or wider than the plans specify, the Contractor shall replace the material that was removed with new material at no additional cost to the Owner.

**a. Patching.** The milling machine shall be capable of cutting a vertical edge without chipping or spalling the edges of the remaining pavement and it shall have a positive method of controlling the depth of cut. The Engineer shall layout the area to be milled with a straightedge in increments of 1 foot (30 cm) widths. The area to be milled shall cover only the failed area. Any excessive area that is milled because the Contractor doesn't have the appropriate milling machine, or areas that are damaged because of his negligence, shall not be included in the measurement for payment.

**b. Profiling, grade correction, or surface correction.** The milling machine shall have a minimum width of 7 feet and it shall be equipped with electronic grade control devices that will cut the surface to the grade and tolerances specified. The machine shall cut vertical edges. A positive method of dust control shall be provided. The machine shall have the ability to remove the millings or cuttings from the pavement and load them into a truck.

**c. Clean up.** The Contractor shall sweep the milled surface daily and immediately after the milling until all residual aggregate and fines are removed from the pavement surface. Prior to paving, the Contractor shall wet down the milled pavement and thoroughly sweep and/or blow the surface to remove any remaining aggregate or fines.

**101-3.6. Preparation of asphalt pavement surfaces.** Existing asphalt pavements indicated to be treated with a surface treatment shall be prepared as follows:



~~a. Patch asphalt pavement surfaces that have been softened by petroleum derivatives or have failed due to any other cause. Remove damaged pavement to the full depth of the damage and replace with new asphalt concrete similar to that of the existing pavement in accordance with paragraph 101-3.4.~~

~~b. Repair joints and cracks in accordance with paragraph 101-3.2.~~

~~c. Remove oil or grease that has not penetrated the asphalt pavement by scraping or by scrubbing with a detergent, then wash thoroughly with clean water. After cleaning, treat these areas with an oil spot primer.~~

~~d. Clean pavement surface immediately prior to placing the surface treatment by sweeping, flushing well with water leaving no standing water, or a combination of both, so that it is free of dust, dirt, grease, vegetation, oil or any type of objectionable surface film.~~

**101-3.7 Maintenance.** The Contractor shall perform all maintenance work necessary to keep the pavement in a satisfactory condition until the full section is complete and accepted by the Engineer. The surface shall be kept clean and free from foreign material. The pavement shall be properly drained at all times. If cleaning is necessary or if the pavement becomes disturbed, any work repairs necessary shall be performed at the Contractor's expense.

### **101-3.8 Preparation of Joints in Rigid Pavement.**

**101-3.8.1 Removal of Existing Joint Sealant.** All existing joint sealants will be removed by plowing or use of hand tools. Any remaining sealant and or debris will be removed by use of wire brushes or other tools as necessary. Resaw joints removing no more than 1/16 inch (2 mm) from each joint face. Immediately after sawing, flush out joint with water and other tools as necessary to completely remove the slurry. Allow sufficient time to dry out joints prior to sealing.

**101-3.8.2 Cleaning prior to sealing.** Immediately before sealing, joints shall be cleaned by removing any remaining laitance and other foreign material. Clean joints by sandblasting, or other method approved by the Engineer, on each joint face with nozzle held at an angle and not more than three inches (75 mm) from face. Following sandblasting, clean joints with air free of oil and water. Joint surfaces will be surface-dry prior to installation of sealant.

**101-3.8.3 Preparation of Crack.** Widen crack with router or random crack saw by removing a minimum of 1/16 inch (2 mm) from each side of crack. Immediately before sealing, joints will be blown out with a hot air lance combined with oil and water-free compressed air.

**101-3.8.4 Removal of Existing Sealant.** Existing sealants in cracks will be removed by random crack saw. Following sawing, any remaining debris will be removed by use of a hot lance combined with oil and water-free compressed air.

## **METHOD OF MEASUREMENT**

~~**101-4.1 Lump sum.** No separate measurement for payment will be made. The work covered by this section shall be considered as a subsidiary obligation of the Contractor and covered under the other contract items.~~

~~**101-4.1 Pavement removal.** The unit of measurement for pavement removal shall be the number of square yards (square meters) removed by the Contractor. Any pavement removed outside the limits of removal because the pavement was damaged by negligence on the part of the Contractor shall not be included in the measurement for payment.~~

**101-4.1 Patches.** The unit of measurement shall be the square foot for corner breaks and square foot for partial and full slab replacements completed including saw cuts for removals, breaking and removal and disposal of concrete, removal and disposal of existing aggregate base and placing and curing of the new concrete repairs.

**101-4.2 Diamond Grinding.** The unit of measurement shall be the square foot of diamond grinding completed including cleanup and removal of slurry created by grinding.



**101-4.3 Saw and Seal Joints and Route and Seal Cracks.** The unit of measurement shall be the linear foot of joint or crack including removal of old sealant, routing and cleaning of existing and new cracks and placing new backer rod and sealant.

**101-4.3 Paint and rubber removal.** The unit of measurement for paint and rubber removal shall be the square foot (meter).

**101-4.4 Spalled and failed asphaltic concrete pavement repair:**

a. The unit of measure for concrete spall repair shall be the number of square feet (square meter). The location and average depth of the patch shall be determined and agreed upon by the Engineer and the Contractor.

b. The unit of measure for failed asphaltic concrete pavement shall be square feet (square meter).

**101-4.5 Cold milling.** The unit of measure for cold milling shall be [ ] inches of milling per square yard (square meter). The location and average depth of the cold milling shall be determined and agreed to by the Engineer and the Contractor prior to beginning the work. If the initial cut doesn't correct the condition and surface correction is required, the Contractor shall re-mill the area and will be paid only once for the total depth of milling.

### BASIS OF PAYMENT

**101-5.1 Payment.** Payment shall be made at contract unit price for the unit of measurement as specified above. This price shall be full compensation for furnishing all materials and for all preparation, hauling, and placing of the material and for all labor, equipment, tools, and incidentals necessary to complete this item.

Item P 101-5.1 Patches, Full-Depth, Full-Depth, Full, Partial or Corner Break

Item P 101-5.2 Diamond Grinding

Item P 101-5.3 Saw and Seal Joints (Apron or Runway and Taxiway)

Item P-101-5.4 Route and Seal Cracks

### Pavement Removal

Item P 101-5.2 Joint and Crack Repair

Item P 101-5.3 Paint and Rubber Removal

Item 101-5.4 Spalled and Failed Asphaltic Concrete Pavement Repair:

(1) Concrete Spall Repair

(2) Failed asphaltic concrete pavement:

Item P 101-5.5 Cold Milling

### MATERIAL REQUIREMENTS

ASTM D6690 Standard Specification For Joint And Crack Sealants, Hot Applied, For Concrete And Asphalt Pavements

### END OF ITEM P-101



### Item P-208 Aggregate Base Course

**208-1.1** This item shall consist of a base course composed of course aggregate bonded with fine aggregate base. It shall be constructed on a prepared subgrade or subbase course per these specifications and shall conform to the dimensions and typical cross-section shown on the plans.

### MATERIALS

**208-2.1 Aggregate base.** The aggregate base material shall consist of both fine and coarse aggregate. Material shall be clean, sound, durable particles and fragments of stone or gravel, crushed stone, or crushed gravel mixed or blended with sand, screenings, or other similar materials produced from approved sources. The aggregate shall be free from lumps of clay, organic matter, and other objectionable materials or coatings.

Crushed aggregate shall consist of clean, sound, durable stones and rock crushed to specified size and shall be free from excess soft or disintegrated pieces, dirt, or other objectionable matter. The method used to produce the crushed gravel shall result in the fractured particles in the finished product as nearly constant and uniform as practicable.

The coarse aggregate portion, defined as the portion retained on the No. 4 sieve, shall not have a loss of greater than 50% when tested per ASTM C131. The sodium sulfate soundness loss shall not exceed 12%, or the magnesium sulfate soundness loss shall not exceed 18%, after five cycles, when tested in accordance with ASTM C88. The aggregate shall have at least 60% by weight of particles with at least two fractured faces and 75% with at least one fractured face per ASTM D5821. The area of each face shall be equal to at least 75% of the smallest mid-sectional area of the piece. When two fractured faces are contiguous, the angle between the planes of fractures shall be at least 30 degrees to count as two fractured faces. The aggregate shall contain no more than 15%, by weight, of flat, elongated, or flat and elongated particles per ASTM D4791. A flat particle is one having a ratio of width to thickness greater than three (3); an elongated particle is one having a ratio of length to width greater than three (3).

The fine aggregate portion, defined as the portion passing the No. 4 sieve, produced in crushing operations shall be incorporated in the base material to the extent permitted by the gradation requirements.

**a. Sampling and testing for initial aggregate base requirements.** Samples shall be taken by the Contractor in the presence of the Engineer. Material shall meet the requirements in paragraph 208-2.1 and 208-2.2. This sampling and testing will be the basis for approval of the aggregate base quality requirements.

**208-2.2 Gradation requirement.** The gradation of the aggregate base material shall meet the requirements of the gradation given in the following table when tested per ASTM C117 and ASTM C136. The gradation shall be well graded from coarse to fine as defined by ASTM D2487 and shall not vary from the lower limit on one sieve to the high limit on an adjacent sieve or vice versa. The fraction of material passing the No. 200 (0.075 mm) sieve shall not exceed one-half the fraction passing the No. 40 (0.45 mm) sieve. The portion of the filler and binder, including any blended material, passing the No. 40 (0.45 mm) sieve shall have a liquid limit not more than 25 and a plasticity index not more than five (5) when tested per ASTM D4318.

**Requirements for Gradation of Aggregate Base**

Sieve Size	Design Range Percentage by Weight	Contractor's Final Gradation	Job Control Grading Band Tolerances for Contractor's Final Gradation Percent
1 inch (25 mm)	100		±8
3/4 inch (19 mm)	70-100		±8



Sieve Size	Design Range Percentage by Weight	Contractor's Final Gradation	Job Control Grading Band Tolerances for Contractor's Final Gradation Percent
No. 4 (4.75 mm)	35-65		±8
No. 40 (0.45 mm)	10-25		±5
No. 200 (0.075 mm)	5-15		±3

The “Job Control Grading Band Tolerances for Contractor’s Final Gradation” in the table shall be applied to “Contractor’s Final Gradation” to establish a job control grading band. The full tolerance still applies if application of the tolerances results in a job control grading band outside the design range.

**a. Sampling and testing for gradation.** The Contractor shall take at least two aggregate base samples per lot to check the final gradation. Sampling shall be per ASTM D75. The lot will be consistent with the lot size used for density. The samples shall be taken from the in-place, un-compacted material in the presence of the Engineer. Sampling points and intervals will be designated by the Engineer.

## CONSTRUCTION METHODS

**208-3.1 Operations in pits and quarries.** All work involved in clearing and stripping pits and quarries, including handling of unsuitable material, shall be performed by the Contractor. All material shall be handled in a manner that shall secure a uniform and satisfactory base product. The base course material shall be obtained from sources that have been approved by the Engineer.

**208-3.2 Preparing underlying subgrade and/or subbase.** The underlying subgrade and/or subbase shall be checked and accepted by the Engineer before base course placing and spreading operations begin. Re-proof rolling of the subgrade or proof rolling of the subbase in accordance with P-152, at the Contractor’s expense, may be required by the Engineer if the Contractor fails to ensure proper drainage or protect the subgrade and/or subbase. Any ruts or soft, yielding areas due to improper drainage conditions, hauling, or any other cause, shall be corrected before the base course is placed. To ensure proper drainage, the spreading of the base shall begin along the centerline of the pavement on a crowned section or on the high side of the pavement with a one-way slope.

**208-3.3 Production.** The aggregate shall be uniformly blended and, when at a satisfactory moisture content per paragraph 208-3.5, the approved material may be transported directly to the spreading equipment.

**208-3.4 Placing.** The aggregate base material shall be placed and spread on the prepared underlying subgrade and/or subbase and compacted in layers to the thickness shown on the plans. Work shall progress without interruption. The material shall be deposited and spread in lanes in a uniform layer without segregation to such loose depth that, when compacted, the layer shall have the specified thickness. The aggregate base course shall be constructed in layers of uniform thickness of not less than 3 inches (75 mm) nor more than 6 inches (150 mm) of compacted thickness. The aggregate as spread shall be of uniform grading with no pockets of fine or coarse materials. The aggregate, unless otherwise permitted by the Engineer, shall not be spread more than 2,000 square yards (1700 sq m) in advance of the rolling. Any necessary sprinkling shall be kept within these limits. Care shall be taken to prevent cutting into the underlying layer during spreading. No material shall be placed in snow or on a soft, muddy, or frozen course. The aggregate base material shall be spread by spreader boxes or other approved devices. This equipment shall have positive thickness controls that spread the aggregate in the required amount to avoid or minimize the need for hand manipulation. Dumping from vehicles that require re-handling shall not be permitted. Hauling over the uncompacted base course shall not be permitted.

When more than one layer is required, the construction procedure described here shall apply similarly to each layer.



**208-3.5 Compaction.** Immediately upon completion of the spreading operations, compact each layer of the base course, as specified, with approved compaction equipment. The number, type, and weight of rollers shall be sufficient to compact the material to the required density. The moisture content of the material during placing operations shall be within  $\pm 2$  percentage points of the optimum moisture content as determined by ASTM D1557.

**208-3.6 Acceptance sampling and testing for density.** Aggregate base course shall be accepted for density on a lot basis. A lot will consist of one day's production if it does not exceed 2400 square yards (2000 sq m). A lot will consist of one-half day's production if a day's production is between 2400 and 4800 square yards (2000 and 4000 sq m). The Engineer shall perform all density tests.

Each lot shall be divided into two equal sublots. One test shall be made for each subplot and shall consist of the average of two random locations for density determination. Sampling locations will be determined by the Engineer on a random basis per ASTM D3665.

Each lot shall be accepted for density when the field density is at least 100% of the maximum density of laboratory specimens compacted and tested per ASTM D698. The in-place field density shall be determined per ASTM D6938 using Procedure A, the direct transmission method, and ASTM D6938 shall be used to determine the moisture content of the material. The machine shall be calibrated in accordance with ASTM D6938. If the specified density is not attained, the entire lot shall be reworked and/or recompacted and two additional random tests made. This procedure shall be followed until the specified density is reached.

**208-3.7 Surface tolerances.** After the course has been compacted, the surface shall be tested for smoothness and accuracy of grade and crown. Any portion lacking the required smoothness or failing in accuracy of grade or crown shall be scarified to a depth of at least 3 inches (75 mm), reshaped and recompacted to grade until the required smoothness and accuracy are obtained and approved by the Engineer. Any deviation in surface tolerances shall be corrected by the Contractor at the Contractor's expense. The smoothness and accuracy requirements specified here apply only to the top layer when base course is constructed in more than one layer.

**a. Smoothness.** The finished surface shall not vary more than 3/8 inch (9 mm) when tested with a 12-foot (3.7-m) straightedge applied parallel with and at right angles to the centerline. The straightedge shall be moved continuously forward at half the length of the 12-foot (3.7-m) straightedge for the full length of each line on a 50-foot (15-m) grid.

**b. Accuracy.** The grade and crown shall be measured on a 50-foot (15-m) grid and shall be within +0 and -1/2 inch (12 mm) of the specified grade.

**208-3.8 Thickness control.** The thickness of the base course shall be within +0 and -1/2 inch (12 mm) of the specified thickness as determined by depth tests taken by the Contractor in the presence of the Engineer. Tests shall be taken at intervals representing no more than 300 square yards (250 sq m) per test. Where the thickness is deficient by more than 1/2 inch (12 mm), the Contractor shall correct such areas at no additional cost by scarifying to a depth of at least 3 inches (75 mm), adding new material of proper gradation, and the material shall be blended and recompacted to grade. The Contractor shall replace, at his expense, base material where depth tests have been taken.

**208-3.9 Protection.** Perform construction when the atmospheric temperature is above 35°F (2°C). When the temperature falls below 35°F (2°C), protect all completed areas by approved methods against detrimental effects of freezing. Correct completed areas damaged by freezing, rainfall, or other weather conditions to meet specified requirements. When the aggregates contain frozen materials or when the underlying course is frozen or wet, the construction shall be stopped. Hauling equipment may be routed over completed portions of the base course, provided no damage results. Equipment shall be routed over the full width of the base course to avoid rutting or uneven compaction. The Engineer will stop all hauling over completed or partially completed base course when, in the Engineer's opinion, such hauling is causing damage. Any damage to the base course shall be repaired by the Contractor at the Contractor's expense.

**208-3.10 Maintenance.** The Contractor shall maintain the base course in a satisfactory condition until the full pavement section is completed and accepted by the Engineer. The surface shall be kept clean and free from foreign material and properly drained at all times. Maintenance shall include immediate repairs to any defects and shall be repeated as often as necessary to keep the area intact. Any base course that is not paved over prior to the onset of winter shall be retested to verify that it still complies with the requirements of this specification. Any area of base course that is damaged shall be reworked or replaced as necessary to comply with this specification.



Equipment used in the construction of an adjoining section may be routed over completed base course, if no damage results and the equipment is routed over the full width of the base course to avoid rutting or uneven compaction.

**THE CONTRACTOR SHALL REMOVE ALL SURVEY AND GRADE HUBS FROM THE BASE COURSES PRIOR TO PLACING ANY BITUMINOUS SURFACE COURSE.**

**METHOD OF MEASUREMENT**

**208-4.1** The quantity of aggregate base course shall be measured by the number of ~~square yards (square meters)~~ of material actually constructed and accepted by the Engineer as complying with the plans and specifications. Base materials shall not be included in any other excavation quantities.

**BASIS OF PAYMENT**

**208-5.1** Payment shall be made at the contract unit price per ~~square yards (square meters)~~ for aggregate base course. This price shall be full compensation for furnishing all materials and for all operations, hauling, placing, and compacting of these materials, and for all labor, equipment, tools, and incidentals necessary to complete the item.

Payment will be made under:

Item P-208-5.1                      Aggregate Base Course - per ~~square yards (square meters)~~

**TESTING REQUIREMENTS**

ASTM C29	Standard Test Method for Bulk Density ("Unit Weight") and Voids in Aggregate
ASTM C88	Standard Test Method for Soundness of Aggregates by Use of Sodium Sulfate or Magnesium Sulfate
ASTM C117	Standard Test Method for Materials Finer than 75- $\mu$ m (No. 200) Sieve in Mineral Aggregates by Washing
ASTM C131	Standard Test Method for Resistance to Degradation of Small-Size Coarse Aggregate by Abrasion and Impact in the Los Angeles Machine
ASTM C136	Standard Test Method for Sieve or Screen Analysis of Fine and Coarse Aggregates
ASTM D75	Standard Practice for Sampling Aggregates
ASTM D422	Standard Test Method for Particle-Size Analysis of Soils
ASTM D698	Standard Test Methods for Laboratory Compaction Characteristics of Soil Using Standard Effort (12,400 ft-lbf/ft <sup>3</sup> (600 kN-m/m <sup>3</sup> ))
ASTM D1556	Standard Test Method for Density and Unit Weight of Soil in Place by the Sand-Cone Method
ASTM D1557	Standard Test Methods for Laboratory Compaction Characteristics of Soil Using Modified Effort (56,000 ft-lbf/ft <sup>3</sup> (2700 kN-m/m <sup>3</sup> ))
ASTM D2167	Standard Test Method for Density and Unit Weight of Soil in Place by the Rubber Balloon Method
ASTM D3665	Standard Practice for Random Sampling of Construction Materials
ASTM D4318	Standard Test Methods for Liquid Limit, Plastic Limit, and Plasticity Index of Soils
ASTM D4718	Standard Practice for Correction of Unit Weight and Water Content for Soils Containing Oversize Particles



ASTM D4791	Standard Test Method for Flat Particles, Elongated Particles, or Flat and Elongated Particles in Coarse Aggregate
ASTM D5821	Standard Test Method for Determining the Percentage of Fractured Particles in Coarse Aggregate
ASTM D6938	Standard Test Method for In-Place Density and Water Content of Soil and Soil-Aggregate by Nuclear Methods (Shallow Depth)

END OF ITEM P-208



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## Item P-620 Runway and Taxiway Marking

### DESCRIPTION

**620-1.1** This item shall consist of the preparation and painting of numbers, markings, and stripes on the surface of runways, taxiways, and aprons, in accordance with these specifications and at the locations shown on the plans, or as directed by the Resident Project Representative (RPR). The terms “paint” and “marking material” as well as “painting” and “application of markings” are interchangeable throughout this specification.

### MATERIALS

**620-2.1 Materials acceptance.** The Contractor shall furnish manufacturer’s certified test reports, for materials shipped to the project. The certified test reports shall include a statement that the materials meet the specification requirements. This certification along with a copy of the paint manufacturer’s surface preparation; marking materials, including adhesion, flow promoting and/or floatation additive; and application requirements must be submitted and approved by the Resident Project Representative (RPR) prior to the initial application of markings. The reports can be used for material acceptance or the RPR may perform verification testing. The reports shall not be interpreted as a basis for payment. The Contractor shall notify the RPR upon arrival of a shipment of materials to the site. All material shall arrive in sealed containers that are easily quantifiable for inspection by the RPR.

### 620-2.2 Marking materials.

**Table 1. Marking Materials**

Paint <sup>1</sup>				Glass Beads <sup>2</sup>	
Type	Color	Fed Std. 595 Number	Application Rate Maximum	Type	Application Rate Minimum
Waterborne, Type II	Yellow	33538 or 33655	115 sf/gal max	Type I, Gradation A	7 lb/gal
Waterborne, Type II	Black	37038	115 sf/gal max	Type I, Gradation A	7 lb/gal
Waterborne, Type II	White	37925	115 sf/gal max	Type I, Gradation A	7 lb/gal
Waterborne, Type II	Red	31136	115 sf/gal max	Type I, Gradation A	7 lb/gal

<sup>1</sup> See paragraph 620-2.2a

<sup>2</sup> See paragraph 620-2.2b

**a. Paint.** Paint shall be waterborne in accordance with the requirements of this paragraph. Paint colors shall comply with Federal Standard No. 595.



**Waterborne.** Paint shall meet the requirements of Federal Specification TT-P-1952F, Type II. The non-volatile portion of the vehicle for all paint types shall be composed of a 100% acrylic polymer as determined by infrared spectral analysis.

**b. Reflective media.** Glass beads for white and yellow paint shall meet the requirements for Federal Specification TT-B-1325D Type I, Gradation A.

Glass beads for red and pink paint shall meet the requirements for Type I, Gradation A.

Glass beads shall be treated with all compatible coupling agents recommended by the manufacturers of the paint and reflective media to ensure adhesion and embedment.

Glass beads shall not be used in black and green paint.

Type III glass beads shall not be used in red and pink paint.

## CONSTRUCTION METHODS

**620-3.1 Weather limitations.** Painting shall only be performed when the surface is dry, and the ambient temperature and the pavement surface temperature meet the manufacturer's recommendations in accordance with paragraph 620-2.1. Painting operations shall be discontinued when the ambient or surface temperatures does not meet the manufacturer's recommendations. Markings shall not be applied when the wind speed exceeds 10 mph unless windscreens are used to shroud the material guns. Markings shall not be applied when weather conditions are forecasts to not be within the manufacturers' recommendations for application and dry time.

**620-3.2 Equipment.** Equipment shall include the apparatus necessary to properly clean the existing surface, a mechanical marking machine, a bead dispensing machine, and such auxiliary hand-painting equipment as may be necessary to satisfactorily complete the job.

The mechanical marker shall be an atomizing spray-type or airless type marking machine with automatic glass bead dispensers suitable for application of traffic paint. It shall produce an even and uniform film thickness and appearance of both paint and glass beads at the required coverage and shall apply markings of uniform cross-sections and clear-cut edges without running or spattering and without over spray. The marking equipment for both paint and beads shall be calibrated daily.

**620-3.3 Preparation of surfaces.** Immediately before application of the paint, the surface shall be dry and free from dirt, grease, oil, laitance, or other contaminants that would reduce the bond between the paint and the pavement. Use of any chemicals or impact abrasives during surface preparation shall be approved in advance by the RPR. After the cleaning operations, sweeping, blowing, or rinsing with pressurized water shall be performed to ensure the surface is clean and free of grit or other debris left from the cleaning process.

**a. Preparation of new pavement surfaces.** The area to be painted shall be cleaned by broom, blower, water blasting, or by other methods approved by the RPR to remove all contaminants, including PCC curing compounds, minimizing damage to the pavement surface.

**b. Preparation of pavement to remove existing markings.** Existing pavement markings shall be removed by rotary grinding, water blasting, or by other methods approved by the RPR minimizing damage to the pavement surface. The removal area may need to be larger than the area of the markings to eliminate ghost markings. After removal of markings on asphalt pavements, apply a fog seal or seal coat to 'block out' the removal area to eliminate 'ghost' markings.

**c. Preparation of pavement markings prior to remarking.** Prior to remarking existing markings, loose existing markings must be removed minimizing damage to the pavement surface, with a method approved by the RPR. After removal, the surface shall be cleaned of all residue or debris.



Prior to the application of markings, the Contractor shall certify in writing that the surface is dry and free from dirt, grease, oil, laitance, or other foreign material that would prevent the bond of the paint to the pavement or existing markings. This certification along with a copy of the paint manufactures application and surface preparation requirements must be submitted to the RPR prior to the initial application of markings.

**620-3.4 Layout of markings.** The proposed markings shall be laid out in advance of the paint application. The locations of markings to receive glass beads shall be shown on the plans.

**620-3.5 Application.** A period of 30 days shall elapse between placement of surface course or seal coat and application of the permanent paint markings. Paint shall be applied at the locations and to the dimensions and spacing shown on the plans. Paint shall not be applied until the layout and condition of the surface has been approved by the RPR.

The edges of the markings shall not vary from a straight line more than 1/2 inch (12 mm) in 50 feet (15 m), and marking dimensions and spacing shall be within the following tolerances:

**Marking Dimensions and Spacing Tolerance**

<b>Dimension and Spacing</b>	<b>Tolerance</b>
36-inch (910 mm) or less	±1/2 inch (12 mm)
greater than 36-inch to 6 feet (910 mm to 1.85 m)	±1 inch (25 mm)
greater than 6 feet to 60 feet (1.85 m to 18.3 m)	±2 inch (50 mm)
greater than 60 feet (18.3 m)	±3 inch (76 mm)

The paint shall be mixed in accordance with the manufacturer's instructions and applied to the pavement with a marking machine at the rate shown in Table 1. The addition of thinner will not be permitted.

Glass beads shall be distributed upon the marked areas at the locations shown on the plans to receive glass beads immediately after application of the paint. A dispenser shall be furnished that is properly designed for attachment to the marking machine and suitable for dispensing glass beads. Glass beads shall be applied at the rate shown in Table 1. Glass beads shall not be applied to black paint or green paint. Glass beads shall adhere to the cured paint or all marking operations shall cease until corrections are made. Different bead types shall not be mixed. Regular monitoring of glass bead embedment and distribution should be performed.

**620-3.6 Application--preformed thermoplastic airport pavement markings.**

Preformed thermoplastic pavement markings not used.

**620-3.7 Control strip.** Prior to the full application of airfield markings, the Contractor shall prepare a control strip in the presence of the RPR. The Contractor shall demonstrate the surface preparation method and all striping equipment to be used on the project. The marking equipment must achieve the prescribed application rate of paint and population of glass beads (per Table 1) that are properly embedded and evenly distributed across the full width of the marking. Prior to acceptance of the control strip, markings must be evaluated during darkness to ensure a uniform appearance.

**620-3.8 Retro-reflectance.** Reflectance shall be measured with a portable retro-reflectometer meeting ASTM E1710 (or equivalent). A total of 6 reading shall be taken over a 6 square foot area with 3 readings taken from each direction. The average shall be equal to or above the minimum levels of all readings which are within 30% of each other.



### Minimum Retro-Reflectance Values

Material	Retro-reflectance mcd/m <sup>2</sup> /lux		
	White	Yellow	Red
Initial Type I	300	175	35
Initial Type III	600	300	35
Initial Thermoplastic	225	100	35
All materials, remark when less than <sup>1</sup>	100	75	10

<sup>1</sup> Prior to remarking determine if removal of contaminants on markings will restore retro-reflectance

**620-3.9 Protection and cleanup.** After application of the markings, all markings shall be protected from damage until dry. All surfaces shall be protected from excess moisture and/or rain and from disfiguration by spatter, splashes, spillage, or drippings. The Contractor shall remove from the work area all debris, waste, loose reflective media, and by-products generated by the surface preparation and application operations to the satisfaction of the RPR. The Contractor shall dispose of these wastes in strict compliance with all applicable state, local, and federal environmental statutes and regulations.

### METHOD OF MEASUREMENT

**620-4.1** The quantity of markings shall be paid for shall be measured by the number of square feet of painting and accepted.

**620-4.2** The quantity of reflective media shall be paid for by the number of pounds (km) of reflective media.

**620-4.3** The quantity of paint removal shall be measured by the number of square feet of pavement markings removed by waterblast.

### BASIS OF PAYMENT

**620-5.1** Payment for markings shall be made at the contract price for by the number of square feet of painting

**620-5.2** Payment for reflective media shall be made at the contract unit price for the number of pounds of reflective media.

**620-5.3** Payment for reflective media shall be made at the contract unit price for the number of pounds of reflective media.

Payment will be made under:

Item P-620-5.1	Runway and Taxiway Marking per square foot
Item P-620-5.2	Reflective Media per pound
Item P-620-5.3	Runway Paint Removal per square foot



## REFERENCES

The publications listed below form a part of this specification to the extent referenced. The publications are referred to within the text by the basic designation only.

### ASTM International (ASTM)

ASTM D476	Standard Classification for Dry Pigmentary Titanium Dioxide Products
ASTM D968	Standard Test Methods for Abrasion Resistance of Organic Coatings by Falling Abrasive
ASTM D1652	Standard Test Method for Epoxy Content of Epoxy Resins
ASTM D2074	Standard Test Method for Total, Primary, Secondary, and Tertiary Amine Values of Fatty Amines by Alternative Indicator Method
ASTM D2240	Standard Test Method for Rubber Property - Durometer Hardness
ASTM D7585	Standard Practice for Evaluating Retroreflective Pavement Markings Using Portable Hand-Operated Instruments
ASTM E303	Standard Test Method for Measuring Surface Frictional Properties Using the British Pendulum Tester
ASTM E1710	Standard Test Method for Measurement of Retroreflective Pavement Marking Materials with CEN-Prescribed Geometry Using a Portable Retroreflectometer
ASTM E2302	Standard Test Method for Measurement of the Luminance Coefficient Under Diffuse Illumination of Pavement Marking Materials Using a Portable Reflectometer
ASTM G154	Standard Practice for Operating Fluorescent Ultraviolet (UV) Lamp Apparatus for Exposure of Nonmetallic Materials

### Code of Federal Regulations (CFR)

40 CFR Part 60, Appendix A-7, Method 24	Determination of volatile matter content, water content, density, volume solids, and weight solids of surface coatings
29 CFR Part 1910.1200 Hazard Communication	

### Federal Specifications (FED SPEC)

FED SPEC TT-B-1325D	Beads (Glass Spheres) Retro-Reflective
FED SPEC TT-P-1952F	Paint, Traffic and Airfield Marking, Waterborne
FED STD 595	Colors used in Government Procurement

### Commercial Item Description

A-A-2886B	Paint, Traffic, Solvent Based
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### Advisory Circulars (AC)

AC 150/5340-1	Standards for Airport Markings
AC 150/5320-12	Measurement, Construction, and Maintenance of Skid Resistant Airport Pavement Surfaces

**END OF ITEM P-620**



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## APPENDIX A CONSTRUCTION SAFETY & PHASING PLAN (CSPP)







# CONSTRUCTION SAFETY & PHASING PLAN

REHABILITATE RUNWAY, TAXIWAY, AND  
APRON  
OELWEIN MUNICIPAL AIRPORT  
OELWEIN, IOWA

FAA AIP PROJECT NO. 3-19-0067-012

*Prepared For:* OELWEIN MUNICIPAL AIRPORT  
OELWEIN, IOWA



*Prepared By:*

AECOM  
500 SW 7<sup>th</sup> Street, Suite 301  
Des Moines, Iowa 50309

March 11, 2022



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## 1. Coordination

### a. Predesign / Scoping Meeting

- Held December 14, 2021
- Attendees: Mr. Dylan Mulfinger, City of Oelwein  
Mr. Anthony Pollard, FAA Airports Project Engineer  
Mr. David Hughes, Design Engineer

### b. Pre-bid Meeting

- CSPP to be reviewed and discussed
- Operational safety to be reviewed and discussed
- Construction phasing to be reviewed and discussed
- Key Attendees: Mr. Dylan Mulfinger, City of Oelwein  
Design Engineer  
Bidding Contractors

### c. Preconstruction Conference

- CSPP& SPCD to be review and discussed
- Operational safety to be reviewed and discussed
- Construction phasing to be reviewed and discussed
- Coordination of NAVAID shutdowns to be discussed
- Key Attendees: Mr. Dylan Mulfinger, City of Oelwein  
Design Engineer  
Resident Project Representative  
Contractor Superintendent  
Subcontractor Representative(s)  
FAA Airports Project Engineer

### d. Progress Meetings

- To be held on a weekly basis during construction
- Operational safety to be reviewed and discussed
- Construction phasing to be reviewed and discussed
- Key Attendees: Mr. Dylan Mulfinger, City of Oelwein  
Design Engineer  
Resident Project Representative  
Contractor Superintendent  
Subcontractor Representative(s)

### e. Scope or Schedule Changes and FAA ATO Coordination

- Changes to the scope or schedule may require revisions to the CSPP.
- All revisions must be reviewed and approved by the airport operator and the FAA.
- Any change to air traffic control procedures will need coordination with FAA ATO. No changes are anticipated.



## 2. Phasing

### a. Phase 1

- Phase 1 must conclude prior to beginning Phase 2.
- Prior to beginning Phase 1 work.
  - Contractor shall notify the owner 72 hours in advance to close Runway 13-31 and Taxiway to Apron so that a NOTAM may be issued.
  - NAVAIDS and airfield lights for Runway 13-31 will be de-energized.
  - The contractor shall place a tarped closed runway marker at the locations designated as “X” shown in the safety and operations and phasing plans.
  - The contractor shall mark the taxiway and runway’s object free area (OFA). The object free areas shall be marked with a survey lathe and paint, located 25’ intervals. Contractor to keep all workers, equipment, and materials outside of these areas during construction phase. These survey lathes shall be maintained throughout this phase. Vehicles, equipment or materials cannot be parked, unattended or stockpiled within the object free areas while working in this phase.
  - Contractor shall place a row of barricades at each barricade location designated as “1 with no gaps greater than 4 feet. Barricades shall be located outside of the runways object free area.
- Phase 1 work includes the following:
  - Existing Joint Re-Sealing
  - Random Crack Routing and Sealing
  - Diamond Grinding Along Joints
  - Full Depth PCC Patching of Full and Half Panels and Corner Breaks
    - Patching Includes Removal of Pavement and Base
  - Paint Re-Stripping and Paint Removal.
- During Phase 1, the contractor must stop and determine the way is clear before proceeding onto the taxiway. The contractor shall give way to any aircraft in the area by providing adequate space between themselves and the aircraft. The contractor is responsible for immediately removing any



b. Phase 2

- Phase 2 shall begin immediately following completion of Phase 1.
- Prior to beginning Phase 2 work.
  - The contractor shall notify the owner 72 hours in advance to close Runway 13-31 and Taxiway to Apron so that a NOTAM may be issued.
  - NAVAIDS and airfield lights will be de-energized.
  - The Contractor shall place a closed runway marker at the locations designated as “X” shown in the Safety and Operations and Phasing Plans.
  - Contractor shall place row of barricades at the barricade location designated as “2”.
- Phase 2 work includes the following:
  - Existing Joint Re-Sealing
  - Random Crack Routing and Sealing
  - Diamond Grinding Along Joints
  - Full Depth PCC Patching of Full and Half Panels and Corner Breaks
    - Patching Includes Removal of Pavement and Base
  - Paint Re-Stripping and Paint Removal.
  - Removal of Pavement Within RSA.
- Remove all barricades, runway closure markers, energize lighting and NAVAIDS previously disabled prior to reopening the airfield to aircraft traffic.

3. Areas and Operations Affected by Construction

a. Existing Taxiway

- Open during Phase 1.
- Closed during Phase 2.

b. Runway 13-31

- Closed during Phase 1.
- Closed during Phase 2.

c. Runway 18-36

- Open during Phase 1.
- Closed during Phase 2

d. Other Airport Operations

- During Phase 1, operations at OLZ shall be limited to Runway 18-36.
  - Contractor vehicles and equipment will remain outside of the Object Free Areas.



- During Phase 2, operations at OLZ shall cease, except maintenance.
  - The airfield will be closed including the taxiway, aprons and runways.

#### 4. Protection of Navigation Aids (NAVAIDs)

- a. During Phase 1 and 2, the contractor shall coordinate disabling of the FAA owned NAVAIDS with the City Administrator.
- b. The Contractor shall not alter or remove any NAVAIDS.

#### 5. Contractor Access

##### a. Site Access

- See Safety and Operations Plan.
- Access for Phase 1 and Phase 2 will be through the existing drive west of main entrance. Vehicles will travel along the southern edge of the hangars and along the northwest edge of the existing taxilane and remain outside the Object Free Areas.
- Vehicles may operate within the OFA provided they give right of way to oncoming aircraft by either maintaining a safe distance ahead or behind the aircraft or by exiting the OFA to let the aircraft pass.
- No personnel or equipment is allowed in the Taxiway Safety Area (TSA) or Runway Safety Area (RSA) while the taxiway or runway is operational.
- Vehicles operating within the within the limits of the OFA and equipment will not be parked, unattended or materials stockpiled within this Object Free Area while the associated Taxiway or Runway is active.
- Contractor shall keep personal vehicles and unused equipment in the staging area.

##### b. Stockpiling

- See Safety and Operations Plan.
- Stockpiling of materials is limited to outside the OFA and the Contractor's Staging Area shown in the Safety and Operations Plan and limited to 25 feet.

##### c. Vehicle and Pedestrian Operations

- All personnel and vehicles must enter and leave the Air Operations Area (AOA) through the route discussed above.
- Aircraft ALWAYS have the right-of-way over vehicles when maneuvering on non-movement areas. Aircraft also have the right-of-way on the movement areas.
- Vehicles and personnel must remain within the barricaded areas except for movements in and out of the staging area.

##### d. Marking and Lighting of Vehicles



- All authorized vehicles required to work on the airport property will have a rotating yellow beacon affixed to the uppermost point on the vehicle at all times. The beacon must be visible from all directions day and night including in the air. If it is not practical to mount rotating beacon on construction equipment, the equipment shall have a flag affixed meeting the requirements in FAA AC 150/5210-5D.

e. Site Security

- Access is limited to personnel that have escort privileges in accordance with Oelwein Municipal Airport Security Requirements including airfield driver training or are under direct escort by a person with these escort privileges.

## 6. Wildlife Management

The Contractor will mitigate wildlife hazards during construction as follows:

a. Trash

- All construction personnel will dispose of food scraps in closed containers provided by the Contractor. The Contractor will empty all containers off-site.

b. Standing Water

- The Contractor will immediately re-grade or drain any area with standing water remaining more than three (3) hours after a rainfall event.

c. Wildlife Sightings

- The resident project representative and/or Construction Superintendent will immediately notify the airport manager by phone when wildlife sighted on the airfield.

## 7. Foreign Object Debris (FOD) Management

The Contractor will mitigate FOD control during construction as follows:

a. Housekeeping

- All construction personnel will secure all items that may be carried by wind onto an air operations area (AOA). See Safety and Operations Plan.

b. Airfield

- The contractor shall perform a tire-check (rocks, mud, debris, etc.) on all vehicles traversing the AOA paved areas from non-paved surfaces to prevent FOD.



- The Contractor will immediately sweep or other remove any FOD located on an AOA paved surface.

## 8. HAZMAT Management

The Contractor will manage hazardous materials transported during construction as follows:

- Fuel or Hydraulic Fluid Spills
  - The Contractor will have available a spill kit capable of containing and removing leaked fluids.
  - The Contractor will immediately notify the airport manager by phone of all spills.
- Fueling
  - All construction vehicles will be fueled on-site and are limited to the contractor's staging area as depicted in the plans.
- Other HAZMAT
  - No other hazardous material is expected to be transported on-site during construction.

## 9. Notification of Construction Activities

- Contact List and Emergency Coordination
  - The Contact List of City and Consultant personnel and emergency contacts is listed below:
    - City of Oelwein – Mr. Dylan Mulfinger
    - AECOM Design Engineer – Mr. David Hughes (515) 991-4449
    - AECOM Resident Project Representative
    - Fire, Rescue – 911
    - FBO – George Tegeler (319) 283-5089
  - The contractor shall provide a list of 24-hour contact numbers for project to be added to this list.
- FAA Notification
  - The city of Oelwein will submit a 7460 case for construction equipment.
- NOTAMs
  - The city of Oelwein will issue all NOTAMs
- Emergency Procedures
  - The Contractor is responsible for establishing emergency protocols to ensure the safety of their employees.



- The Contractor is responsible for promptly notifying the appropriate parties in the event of an emergency. The order of contacting parties may differ on the type of emergency, but typically the airport manager should be notified first or second if the emergency poses risks to those operating in the AOA.

## 10. Inspection Requirements

### a. City Requirements

- The city of Oelwein will inspect all closed paved surfaces prior to opening each phase to air traffic operations.
- The city of Oelwein will conduct a final inspection of the entire project after the permanent painting is completed.

### b. Resident Project Representative Requirements

- The resident project representative will conduct daily observations of the worksite during construction operations. A daily diary will be maintained to document these site visits.
- Daily Inspections – The contractor shall perform daily safety inspections to insure all construction operations are in conformance with the Construction Safety and Phasing Plan (CSPP).
- Final Inspections – Prior to opening any portion of the airport to traffic, the contractor, engineer and airport operator shall perform a safety inspection of the area to be opened to traffic to insure conformance with the Construction Safety and Phasing Plan (CSPP).

### c. Contractor Requirements

- The Contractor Superintendent will conduct routine inspections of the worksite to ensure compliance with the CSPP and SPCD.
- The Contractor Superintendent will attend the on-site inspections of each phase and the final project inspection.

## 11. Underground Utilities

- Underground utilities exist within and adjacent to the limits of construction. An attempt has been made to locate these utilities on the plans. However, all existing utilities may not be shown and the actual locations of the utilities may vary from the locations shown. Prior to beginning any type of excavation, the contractor shall contact the utilities involved and make arrangements for the location of the utilities on the ground. The contractor shall maintain the utility location markings until they are no longer necessary.

- State law, the underground facilities damage prevention act, requires two working days advance notification through the One-Call system center before excavating using mechanized equipment or explosives (except in the case of an emergency). The One-Call system phone number is 811.



The contractor is advised that there is a severe penalty for not making this call. Not all utility companies are members of the state One-Call system; therefore, the contractor is advised to contact all non-member utilities as well as the One-Call system.

b. FAA Facilities

- FAA will field locate and mark electrical and control cables for Runway 13 REILs and the AWOS.
- The Contractor will hand dig to locate FAA utilities within 10 feet of any proposed work.

c. City Utilities

- The contractor is responsible for field location and verification of airport owned utilities within the project work area. All known facilities have been shown on the existing conditions plan sheets.
- The Contractor Superintendent will contact Iowa One Call to delineate all municipal utilities a minimum of 48 hours prior to any excavation work.

d. Utility Damage

- The Contractor Superintendent will suspend all construction activity upon the damage of any underground utility until the owner is identified and the utility repaired.

## 12. Penalties

a. Construction Suspension

- i. The city of Oelwein will immediately suspend all construction if and when a Contractor or Subcontractor employee enters the Air Operations Area (AOA) outside of the designated work area(s).

b. Expulsion of Non-Compliant Employees

- i. The city of Oelwein may permanently prohibit any consultant or contractor employee acting in violation with airport rules and regulations from entering or working on airport property.

c. Failure of the contractor (including employees) or any of his subcontractors (including employees) to comply with ATCT instructions, the airport safety plan, or any of the other requirements of the airport while operating on airport property, shall be subject to the following:

- i. The contractor shall receive a fine of \$1,000.00, and the vehicle operator will receive a loss of driving privileges on the airport. In addition, any fines or penalties imposed on the airport as a result of the incident will be assessed to the contractor.



- ii. The contractor shall receive a fine of \$5,000.00 to be deducted from any monies due him, and the vehicle operator will receive a loss of driving privileges on the airport. In addition, any fine or penalties imposed on the airport as a result of the incident will be assessed to the contractor.

### 13. Special Conditions

- a. Aircraft Accident
  - All construction personnel will immediately vacate airport property and remain off until cleared by the city of Oelwein.
- b. Security Breach
  - All construction personnel will immediately vacate airport property and remain off until cleared by the city of Oelwein.

### 14. Runway and Taxiway Visual Aids

- a. FOD Prevention
  - All temporary airport markings, lighting, signs and taxiway closed "X"s will be secured properly to prevent FOD.
- b. Markings
  - Airfield markings shall be in compliance with AC 150/5340-1, per plans.
- c. Lighting
  - Taxiway edge lighting shall be disabled and reinstated in a manner that does not affect lighting in other areas. Temporary power outages required to service lights shall be coordinated in advance with the City Administrator.
- d. Signing
  - Taxiway signage shall be covered and uncovered in a non-destructive manner. Any alteration to airfield signage shall be coordinated in advance with the airport operations manager.

### 15. Markings and Signs for Access Routes

- a. No temporary markings or signs will be used.

### 16. Hazard Marking and Lighting

- a. Barricades
  - The Contractor will place and maintain low profile, highly reflective, alternating orange and white, and lighted barricades at the locations indicated. Barricade height no more than 18 inches excluding flags and



or lights. See attached plans for placement location. Barricades will be spaced in a manner to not allow vehicles to pass through the barricades.

b. Warning Indicators

- The Contractor will place warning indicators (flags, lathe with ribbon, etc.) at airport facility cables and underground power lines and Obstacle Free Areas (OFA) to make it easier for Contractor personal to avoid these areas.

c. Maintenance

- The Contractor shall provide an on-call person 24 hours a day for emergency maintenance of airport hazard lighting and barricades.
- Contact information for hazard marking maintenance shall be on file with the airport operator.
- Hazard lighting shall be checked daily at dusk by the Contractor.

## 17. Protection of Areas, Zones and Surfaces

a. Approach and Departure Surfaces

- No work will be located within approach or departure surfaces.

b. Safety Areas and OFAs

- No construction will occur within the Runway Safety Area (RSA) or Runway Object Free Area (ROFA) of any active runway.
- Work is located immediately adjacent to the Safety Area (TSA). For work in these areas, the portion of taxiway will be closed. Construction activities will occur within the Object Free Area (OFA) of Taxiway A.
- See Section 5 Contractor Access for additional information regarding movements and operations in these areas.

c. Open Trenches & Excavations

- Open trenches or excavations are not allowed within the safety area of an open taxiway.
- Open trenches shall be prominently marked with red or orange flags and lighted with red lights on barricades during hours of restricted visibility or darkness. See Section 16.a Barricades for more information.

d. Erosion Control

- Soil erosion shall be controlled by the contractor to maintain Taxiway Safety Area requirements.
- No potentially hazardous ruts, humps, depressions or other surface variations shall be present.

## 18. Other Limits on Construction

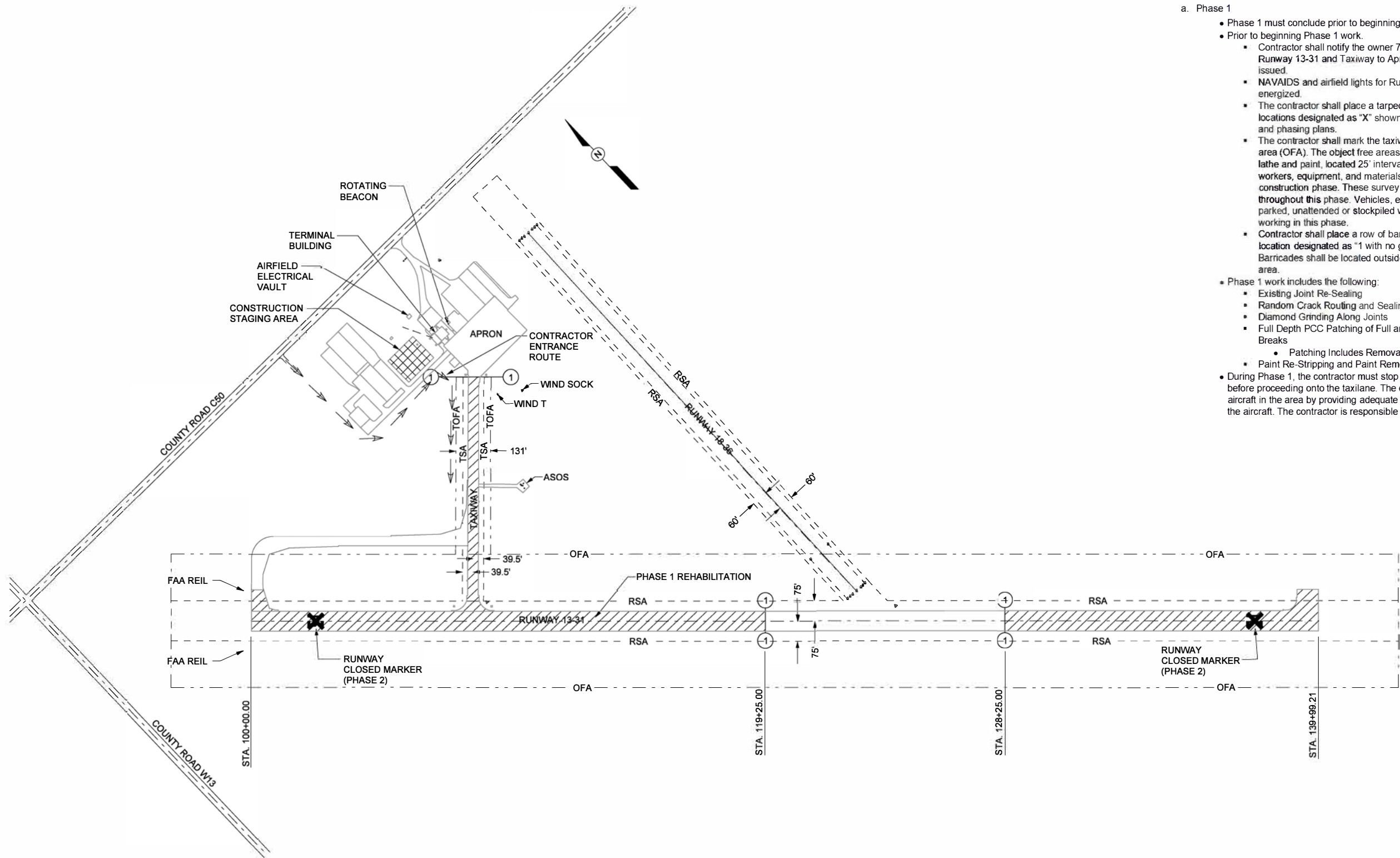


## a. Prohibitions

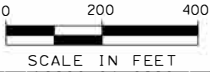
- Cranes and other equipment taller than 25 feet will not be deployed without a 7460 approval determination letter issued by FAA.
- Open flame welding, torches, electrical blasting caps (explosives), and flare pots will not be used at any time on AOA. Electrical blasting caps are also prohibited within 1000 feet of airport property.
- Night work will not be allowed.
- Fall seeding is suspended after September 30<sup>th</sup>.



\$\$\$USER\$\$\$  
\$\$\$PRF\$\$\$  
\$\$\$DATE\$\$\$  
\$\$\$DGN\$\$\$



- LEGEND**
- ① — ① BARRICADE LOCATION.  
NUMBER IN CIRCLE  
INDICATES PHASE  
BARRICADE IS REQUIRED.
- ▨ WORK AREA

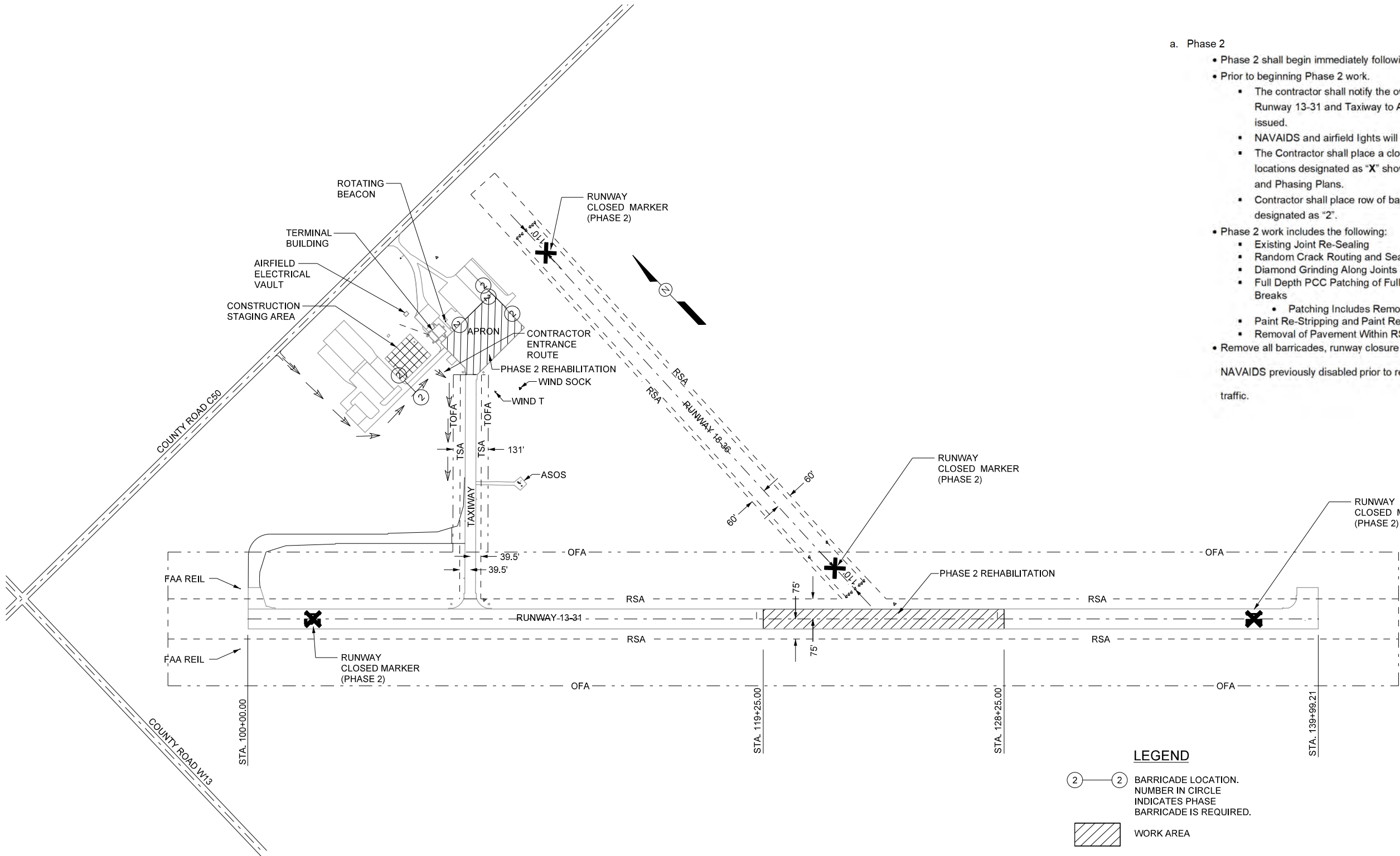


- a. Phase 1
- Phase 1 must conclude prior to beginning Phase 2.
  - Prior to beginning Phase 1 work.
    - Contractor shall notify the owner 72 hours in advance to close Runway 13-31 and Taxiway to Apron so that a NOTAM may be issued.
    - NAVAIDS and airfield lights for Runway 13-31 will be de-energized.
    - The contractor shall place a tarped closed runway marker at the locations designated as "X" shown in the safety and operations and phasing plans.
    - The contractor shall mark the taxiway and runway's object free area (OFA). The object free areas shall be marked with a survey lathe and paint, located 25' intervals. Contractor to keep all workers, equipment, and materials outside of these areas during construction phase. These survey lathes shall be maintained throughout this phase. Vehicles, equipment or materials cannot be parked, unattended or stockpiled within the object free areas while working in this phase.
    - Contractor shall place a row of barricades at each barricade location designated as "1" with no gaps greater than 4 feet. Barricades shall be located outside of the runways object free area.
  - Phase 1 work includes the following:
    - Existing Joint Re-Sealing
    - Random Crack Routing and Sealing
    - Diamond Grinding Along Joints
    - Full Depth PCC Patching of Full and Half Panels and Corner Breaks
      - Patching Includes Removal of Pavement and Base
      - Paint Re-Stripping and Paint Removal.
  - During Phase 1, the contractor must stop and determine the way is clear before proceeding onto the taxiway. The contractor shall give way to any aircraft in the area by providing adequate space between themselves and the aircraft. The contractor is responsible for immediately removing any

REHABILITATE RUNWAY, TAXIWAY, AND APRON FAA AIP PROJECT NO. 3-19-0087-012 OELWEIN MUNICIPAL AIRPORT OELWEIN, IOWA		PHASING PLAN PHASE 1		<div>AECOM</div>										DRN		TLO		DES		DBO		CHK		DBH		APP		Copyright AECOM All Rights Reserved		NO		REVISIONS		DRN		CHK		DATE	
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DATE				MARCH 11, 2022		PROJECT NO				60676643		FILENAME				SHEET NO				DRAWING NO				371		4													




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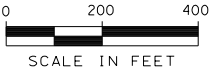


- a. Phase 2
- Phase 2 shall begin immediately following completion of Phase 1.
  - Prior to beginning Phase 2 work.
    - The contractor shall notify the owner 72 hours in advance to close Runway 13-31 and Taxiway to Apron so that a NOTAM may be issued.
    - NAVAIDS and airfield lights will be de-energized.
    - The Contractor shall place a closed runway marker at the locations designated as "X" shown in the Safety and Operations and Phasing Plans.
    - Contractor shall place row of barricades at the barricade location designated as "2".
  - Phase 2 work includes the following:
    - Existing Joint Re-Sealing
    - Random Crack Routing and Sealing
    - Diamond Grinding Along Joints
    - Full Depth PCC Patching of Full and Half Panels and Corner Breaks
      - Patching Includes Removal of Pavement and Base
      - Paint Re-Stripping and Paint Removal.
      - Removal of Pavement Within RSA.
  - Remove all barricades, runway closure markers, energize lighting and NAVAIDS previously disabled prior to reopening the airfield to aircraft traffic.

**LEGEND**

② — ② BARRICADE LOCATION.  
NUMBER IN CIRCLE  
INDICATES PHASE  
BARRICADE IS REQUIRED.

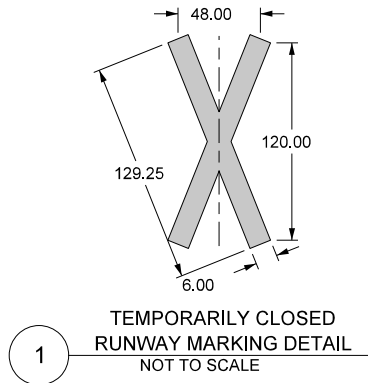
 WORK AREA



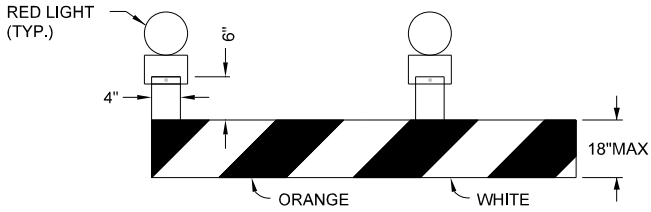
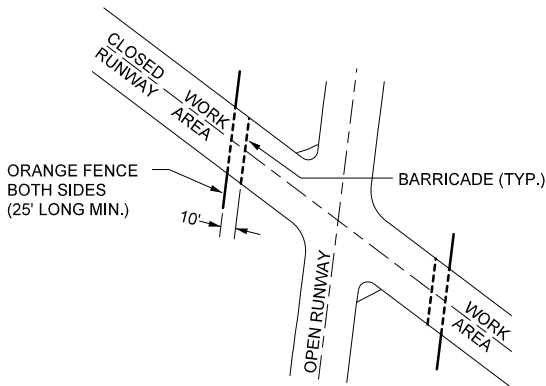
REHABILITATE RUNWAY, TAXIWAY, AND APRON FAA AIP PROJECT NO. 3-19-0067-012 OELWEIN MUNICIPAL AIRPORT OELWEIN, IOWA		PHASING PLAN PHASE 2	
DATE MARCH 11, 2022		PROJECT NO 60676643	
FILENAME		SHEET NO	
DRAWING NO 372		REVISIONS	
DRN		CHK	
DES		DBO	
CHK		DBH	
APP		NO	
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NOTE: TEMPORARY MARKER FOR CLOSED RUNWAY TO BE CONSTRUCTED OF FABRIC, PLYWOOD, SNOW FENCE OR SUITABLE MATERIAL. SECURE THE MARKER IN PLACE AS NOTED TO DENOTE A CLOSED TAXIWAY. MARKER IS INCLUDED IN TRAFFIC CONTROL.



4 TYPICAL BARRIACDE  
NOT TO SCALE

BRACKETS TO ACCEPT 2 LIGHTS AND TWO FLAGS. FACE TO BE BI-DIRECTIONAL ORANGE AND WHITE MARKINGS.

#### NOTES

1. BARRICADE BOARDS, OR ENGINEERING APPROVED LOW-PROFILE, LOW MASS IMPACT BARRICADES SHALL BE USED ON PAVEMENT.
2. LIGHTS SHALL BE SECURELY ANCHORED TO BARRICADES.
3. BARRICADE SHALL BE PROPERLY WEIGHED TO PREVENT MOVEMENT BY WIND, PROP WASH, OR JET BLAST OF UP TO 75 M.P.H.
4. CONTRACTORS SHALL BE REQUIRED TO INSPECT BARRICADES DAILY TO ENSURE THAT BARRICADES ARE INTACT AND IN PROPER WORKING ORDER IN ACCORDANCE WITH THIS SPECIFICATION.
5. LIGHT SHALL EITHER BE OMNIDIRECTIONAL, OR EVERY OTHER LIGHT SHALL BE ROTATED 90 DEGREES.
6. BARRICADE SHALL BE 10- FEET LONG WITH ALTERNATING 6" BANDS OF INTERNATIONAL ORANGE AND WHITE .
7. LIGHT SPACING SHALL NOT EXCEED 10 FEET, OPERATED BETWEEN SUNSET AND SUNRISE AND PERIODS DURING LOW VISIBILITY.
8. BARRICADES SHALL START 4 FEET FROM EDGE OF PAVEMENT AND SPACED 4 FEET MAXIMUM.

OPERATIONAL EFFECTS TABLE

PROJECT		REHABILITATE RUNWAY, TAXIWAY AND APRON		
PHASE	EXISTING	PHASE 1: TAXIWAY AND RUNWAY 13-31 OUTSIDE OF RUNWAY 18-36 OFA	PHASE 2: RUNWAY 13-31 INSIDE OF RUNWAY 18-36 OFA AND APRON	
SCOPE OF WORK	N/A	JOINT AND CRACK ROUTE AND SEALING AND PAVEMENT REPAIRS AND PAINT RESTRIPPING FOR TAXIWAY AND RUNWAY 13-31 OUTSIDE OF THE OFA FOR RUNWAY 18-36	JOINT AND CRACK ROUTE AND SEALING AND PAVEMENT REPAIRS AND PAINT RESTRIPPING FOR RUNWAY 13-31 WITHIN THE OFA FOR RUNWAY 18-36 AND WORK WITHIN THE APRON AREA	
EFFECTS OF CONSTRUCTION	N/A	RUNWAY 13-31 CLOSED	AIRFIELD CLOSED	
AIRCRAFT OPERATIONS		GA: 10/DAY		
RUNWAY 13 -31 CHARACTERISTICS	AIRPLANE DESIGN GROUP	B-II	CLOSED	CLOSED
	RSA WIDTH	150'		
	OFA WIDTH	500'		
	RSA AND OFA LENGTH BEYOND RUNWAY END	300'		
RUNWAY 18-36 CHARACTERISTICS (TURF RUNWAY)	AIRPLANE DESIGN GROUP	A-I	OPEN	CLOSED
	RSA WIDTH	120'		
	OFA WIDTH	250'		
	RSA AND OFA LENGTH BEYOND RUNWAY END	240'		
	TSA WIDTH	79'		
	TOFA WIDTH	131'		
INFORMATION FOR NOTAMS		N/A	EQUIPMENT CROSSING TAXILANE BETWEEN HANGARS AND TERMINAL APRON. RUNWAY 13-31 CLOSED. NAVAIDS, LIGHTS DISABLED.	AIRFIELD CLOSED. NAVAIDS, LIGHTS DISABLED.

Item 8.

DRN TLO DES DBO DBH APP

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NO

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DATE

REHABILITATE RUNWAY, TAXIWAY, AND APRON  
FAA AIP PROJECT NO. 3-19-0067-012  
OELWEIN MUNICIPAL AIRPORT  
OELWEIN, IOWA

STAGING DETAILS

DATE  
MARCH 11, 2022

PROJECT NO  
60676643

FILENAME

SHEET NO

DRAWING NO  
373

AECOM



**PARKS / CEMETERY / AQUATICS / CAMPGROUND / TRAILS****Park and Recreation****[www.oelwein.fun](http://www.oelwein.fun)****MEMORANDUM****TO:** City Administrator Dylan Mulfinger – Mayor Brett DeVore – Oelwein City Council**SUBJECT:** Maintenance of City owned lots

The park and cemetery department has been taking care of all the empty lots and properties that the city has acquired over recent years. The number of lots the city had in 2016 when I started this position was 8 properties. This number has increased steadily to currently include 47 properties throughout the entire community. We feel the time has come to outsource this work so that the Park Department can concentrate on making the parks and cemeteries look their very best. This request is to send an RFP to all the local area lawn maintenance vendors for quotes to maintain these properties. The proposal will include the mowing, trimming, and picking up any garbage/tree debris during warm months plus snow removal of sidewalks during winter months on the list of properties provided. The Community Development department will maintain the list of city properties and provide any changes to the contractor. This would be an incredible relief to unburden this department of this responsibility and appreciate your consideration.

Joshua Johnson MA  
Oelwein Park Superintendent







## PROPOSAL FOR CITY LOT MAINTENANCE/SIDEWALK SNOW AND ICE ABATEMENT

### Section One

#### Description of work

- The City currently owns 47 lots within City limits to be maintained. The number of properties can fluctuate, Community Development will provide update property list as needed.
- The Contractor will provide proof of insurance to the city annually on July 1.
- The work to be performed by the contractor includes all services, generally performed by Contractor in Contractor's usual line of business, including, but not limited to, the following:

#### Mowing

- City lots will be mowed and trimmed on an as needed basis with a grass length that will not exceed 3" throughout the year.
- All debris from City lots will be picked up and discarded on a regular basis, this includes sticks, branches, leaves, etc.
- Any yard debris may be discarded at the city yard waste site.
- The entire property including street right of way will be maintained at all times.

#### Snow and Ice Removal

- All snow will be removed from all City sidewalks on the current property list within 24 hours of the last snowfall.
- A clean walkable path defined by community development will be maintained throughout winter months.
- Sidewalks parallel to the street and approaches to the street will be cleared of snow and ice every time.
- The contractor remains responsible for continuous removal of snow/ice from the walks and not just after a snowfall event, (I.e. drifting after initial removal remains a contractor responsibility).

#### Sidewalk Snow Abatement

- Community development will provide the contractor with a list of properties that have had 24 hours' notice to clear their sidewalk.
- Said contractor will take pictures of the sidewalk before and after snow/ice removal. The pictures shall include the address or landmark that identifies the property.
- Snow/Ice removal will include the sidewalks parallel to the roadways and include sidewalk aprons that lead to the street. This does not include driveways or sidewalks to any structures.
- Once snow/ice is removed, notification will be given to community development of cleared sidewalks.

### Section Two

#### Payment

City will pay contractor \_\_\_\_\_ monthly payable for 12 months of coverage. Contractor will provide appropriate supporting documents as requested by the City to process payments.





**Section Three**  
**Relationship of Parties**

The parties intend that an independent contractor-employer relationship will be created by this contract. City is interested only in the results to be achieved, and the conduct and control of the work will lie solely with the contractor. Contractor is not to be considered an agent or employee of City for any purposes, and the employees of contractor are not entitled to any benefit that city provides for City employees. It is understood that City does not agree to use contractor exclusively. It is further understood that Contractor is free to contract for similar services to be performed for other entities and individually while under contract with City. Contractor to supply all tools, equipment, vehicles, insurance, safety equipment and gear.

**Section Four**  
**Liability**

The work to be performed under this contract will be performed entirely at Contractor's risk, and Contractor assumes all responsibility for the condition of tools and equipment used in the performance of this contract. Contractor will carry, for the duration of this contract, public liability insurance in an amount acceptable to City. Contractor agrees to indemnify owner for any and all liability or loss arising in any way out of the performance of this contract.

**Section Five**  
**Duration**

The parties hereto contemplate this contract to commence on \_\_\_\_\_ and shall terminate on \_\_\_\_\_.

**Section Six**  
**Miscellaneous**

1. Parties agree the venue for all disputes is Fayette County, Iowa and the choice of law is Iowa law.
2. In the event of litigation, if successful, the city may recover the costs of litigation from the contractor.

Contractor

City of Oelwein

By \_\_\_\_\_

By \_\_\_\_\_  
Mayor Brett DeVore

By \_\_\_\_\_  
City Administrator Dylan Mulfinger





SECTION 14-93. CLEARING SNOW, ICE AND ACCUMULATIONS. 1. It shall be the duty of a property owner to keep sidewalks abutting its property clear of accumulations of snow or ice. If the owner fails to do so within twenty-four hours after such snow or ice is accumulated, the City shall notify the property owner or resident that the natural accumulations of snow or ice must be removed within twenty-four hours. If the accumulation of snow and ice is not removed within said twenty-four hours, then the City may have the accumulations of snow and ice removed without further notice. The notice required by this subparagraph shall be attempted by personal contact, if practical. Alternatively, notice will be deemed completed by posting written notice on the premises. (Ord. No. 867, 5-11- 92.)





## Lawncare Contractors found in the area:

### **Scheel Professional Lawn Care**

Kyle Scheel  
22514 40<sup>th</sup> Street  
Fairbank, IA. 50629  
[kyle@scheelsprolawn.com](mailto:kyle@scheelsprolawn.com)

### **Performance Lawn Care**

Benji Irvine  
Po Box 28  
Oelwein IA.  
319-283-0216  
[perflawn@outlook.com](mailto:perflawn@outlook.com)

### **McKeeman Bro's lawn Care**

9 Hillside Drive West  
Oelwein, Ia. 50662  
319-284-0934

### **Robert Newton**

906 W. Charles St.  
Oelwein IA. 50662  
319-283-5779

### **Don/Patricia Waters**

4652 Unicorn Road  
Oelwein, IA. 50662  
319-638-5584

### **Emerald Dreams Lawn Care LLC**

Matt Flower  
316 9<sup>th</sup> Ave SW  
Oelwein, IA. 50662  
479-799-2893

### **TNT Lawncare Care Specialist**

Tim Buckman  
23 5<sup>th</sup> Ave NW  
Oelwein, IA. 50662

### **Randy's Lawn Care**

[randykaunejr@gmail.com](mailto:randykaunejr@gmail.com)  
319-283-0331





## List of Currently owned City lots

### SW

• 208 8 <sup>th</sup> Ave	+Lot to the south	East
• 815 4 <sup>th</sup> Ave		None
• 307 7 <sup>th</sup> Ave		West
• 618 2 <sup>nd</sup> Ave.		East
• 613 2 <sup>nd</sup> Ave.		East
• 956 S Fred	Sinclair station	East
• 964 S Frederick Ave.	Empty lot	East
• 12 1 <sup>st</sup> Ave.	Piano factory	East
• 122 5 <sup>th</sup> Ave		East
• 516 4 <sup>th</sup> St.		None
• 702 3 <sup>rd</sup> Ave		East and North
• 22 7 <sup>th</sup> St.		North and West
• 407 3 <sup>rd</sup> St.		South

**14 lots**

### Sidewalk

### SE

• 608 1 <sup>st</sup> Ave	East
• 120 3rd Street	North and East
• 133 3rd Ave	West
• 418 7 <sup>th</sup> Ave	None
• 34 5 <sup>th</sup> Ave	East
• 541 4 <sup>th</sup> Ave	West and South
• 531 3 <sup>rd</sup> Ave	West – driveway to the N

**7 lots**

### Sidewalk

### NE

• 517 N. Frederick Ave	West
• 602 2nd Ave	South and East
• 921 2nd Ave	None
• 219 Lincoln Drive	South
• 123 6 <sup>th</sup> Ave	West

**5 lots**

### Sidewalk





## List of Currently owned City lots Continued

### NW

- 523 1<sup>st</sup> St.
- 119 West Charles
- 14 2<sup>nd</sup> Ave
- 20 2nd Ave
- 24 2nd Ave
- 102 2nd Ave
- 112 2nd Ave
- 145 2<sup>nd</sup> Ave
- 149 2<sup>nd</sup> Ave
- 202 4<sup>th</sup> Ave
- 206 4<sup>th</sup> Ave.
- 210 4<sup>th</sup> Ave.
- 205 3<sup>rd</sup> Street
- 118 3<sup>rd</sup> St.
- 322 N Frederick
- 124 7<sup>th</sup> Ave + lot behind to 8<sup>th</sup> Ave.
- 516 1<sup>st</sup> Ave
- 217 4<sup>th</sup> Ave
- 303 2<sup>nd</sup> St.
- 218 3<sup>rd</sup> Ave

### 21 lots

**47 Lots total**

### Sidewalk

South  
South  
East  
East Drive to the north/ south lot sold  
East  
East  
West  
West  
East  
East  
East  
South and East  
North  
North and East  
East  
East  
West  
East/South to alley  
East





**OELWEIN FIRE DEPARTMENT  
CITY OF OELWEIN, IOWA  
MEMORANDUM**

**FROM:** Jeremy P. Logan, Public Safety Chief

**DATE:** April 6, 2022

**TO:** City Administrator Dylan Mulfinger – Mayor Brett DeVore – Oelwein City Council

**SUBJECT:** Fire Department Aerial Platform Project – Change Order

The Oelwein City Council was previously provided with and approved a recommendation for the purchase of a platform aerial apparatus from Feld Fire. The memorandum provided outlined the cost of the aerial and listed a need for approximately \$40,000 in additional equipment that was not included in this demo unit.

I have met with the Oelwein Fire Department Leadership Team and discussed this project in detail. Additionally, on Friday, April 1, 2022, three volunteer members made the trek to Carroll, Iowa to view the aerial at the dealership. This walk-a-round allowed the members to get a better feel for adjustments that needed to be made.

In addition to lighting color changes, adding lights that the specifications outlined, but the demo unit did not have, and finalizing the storage compartment setup, an additional opportunity arose from this project.

The Oelwein City Council has been provided with information about the replacement needs for the SCBA and air pack units for the fire department. After discussions with representatives at the USDA, we are allowed to incorporate those needs into this project. By doing so, the City of Oelwein will free up \$120,000 in franchise fees over the next four years.

I would respectfully request that the Oelwein City Council authorize the change order to Feld Fire for \$181,662. This places the total cost of the aerial platform project at \$1,399,838.00. That is \$350 over the project budgeted amount. As a reminder, the funds for this project are coming from two separate grants, money raised by the department, the recent bond sale, and donations from residents and local businesses.





Item 10.

<b>Cont. Change Order:</b>								
<b>Truck #:</b>		<b>100' MMP</b>						
<b>Department:</b>		<b>OELWEIN</b>						
<b>Date of Contract:</b>								
<b>Change Item #</b>	<b>Add/Delete/Clarification</b>	<b>Option #</b>	<b>Special:</b>	<b>Description</b>	<b>Comments (Dealer/Customer)</b>	<b>Customer Contract Change To Pay or (To</b>	<b>Change Accepted?</b>	
<b>Subtotal</b>		<b>Chassis (Chassis Vendor)</b>				<b>\$0</b>		
1000						\$0.00	Yes	
1001						\$0.00	Yes	
<b>Subtotal</b>		<b>Pump / Pumpcompartment</b>				<b>\$4,236</b>		
3000	Add			TFT BIV Manual AX1ST-NX-PS	Hand wheel on Top-Driver	\$2,118.00	Yes	
3001	Add			TFT BIV Manual AX1ST-NX-PS	Hand wheel on Top-Officer	\$2,118.00	Yes	
<b>Subtotal</b>		<b>Body</b>				<b>\$1,520</b>		
5000	Add			L1--PAC Trac Rear Wall Z70-250	50W x 17H	\$200.00	Yes	
5001	Add			<del>PAC TRAC BRACKETS</del>	<del>\$35 each</del>		No	
5002	Add			L2- Shelf .190AS	58W x 13D	\$275.00	Yes	
5003	Add			R1- Shelf .190AS	23W x 20D	\$170.00	Yes	
5004	Add			R2- Shelf .190AS	58W x 13D	\$275.00	Yes	
5005	Add			R3- Shelf .190AS	51W x 26D	\$355.00	Yes	
5006	Add			R4- Shelf .190AS	31W x 22D	\$245.00	Yes	
<b>Subtotal</b>		<b>Electrical</b>				<b>\$5,804</b>		
6000	Add			Fire Research Spectra Max LED SPA260-K20 - Note this is a 110V System. If you need 20,000 Lumens DC let us know		\$1,640.00	Yes	
6001	Add			Whelen Freedom IV LED Singles X 4	Lightbar blue's	\$1,456.00	Yes	
6002				Whelen M6 Blue x 5	2 Officer, 2 Driver, 1 A out board warning	\$1,505.00	Yes	
6003				Whelen M6 RotoBeam Blue	Inboard Front Warning	\$1,203.00	Yes	
<b>Subtotal</b>		<b>Lettering &amp; Striping</b>				<b>\$0</b>		
7000	Add			Lettering	773 NOT 713	\$0.00		382





Item 10.

<u>Change Item #</u>	<u>Add/Delete/Clarification</u>	<u>Option #</u>	<u>Special:</u>	<u>Description</u>	<u>Comments (Dealer/Customer)</u>	<u>Customer Contract Change To Pay or (To)</u>	<u>Change Accepted?</u>
<b>Subtotal</b>						<b>\$148,916</b>	
7000	Add			SKED SK2002			No
7001	Add	4050013	16	Draeger PSS 7000 SCBA Backplate w/ Sentinel 7000 HP QC	\$4,371/ea	\$69,936.00	Yes
7002	Add	R62980	5	Draeger PSS 7000 SCBA Backplate w/ Sentinel 7000 HP QC -- w/ 40" Buddy Breather w/ Pouch	\$4,698/ea	\$23,490.00	Yes
7003	Add	4055698	42	Draeger 4500psi / 45 Minute Blue Carbon Cylinder	\$866/ea	\$36,372.00	Yes
7004	Add	3357114	21	Draeger Spare Cylinder Quick Connect Adapter - HP	\$102/ea	\$2,142.00	Yes
7005	Add	R62986	25	Draeger FPS 7000 Mask w/ Heads-Up-Display & Cloth Hairnet	\$455/ea	\$11,375.00	Yes
7006	Add	4059430	2	Draeger Fill Station Quick Connect Adapter HP	\$690/ea	\$1,380.00	Yes
7007	Add	03-70-2124	1	Draeger RIT Lifeguard II Complete RIT Kit - Includes RIT Bag, 4500psi/ 60 Minute Cylinder, Dual Line RIT Hose, Mask & LDV	\$3,667/ea	\$3,667.00	Yes
7008	Add	R56230	1	Draeger - FPS 7000 Spectacle Kit	\$92.90/ea	\$92.90	Yes
7009	Add	LXFB30-?	25	Lightning X - SCBA Mask Bag - Red, Black or Flur Green	\$18.45/ea	\$461.25	Yes





Item 10.

Change Item #	Add/Delete/Clarification	Option #	Special:	Description	Comments (Dealer/Customer)	Customer Contract Change To Pay or (To Receive)	Change Accepted?
<b>Subtotal</b> <b>ADDITIONAL Equipment</b>						<b>\$7,711</b>	
8000	Add			Stream Light Lantern 44451 Vulcan 180		\$188.00	Yes
8001	Add			Stream Light Lantern 44451 Vulcan 180		\$188.00	Yes
8001	Add			1000' of LDH	10 sections of 100'	\$6,450.00	Yes
8002	Add			250' of 2-1/2"	5 sections of 50'	\$885.00	Yes
8003	Add			K12 Saw & Blades K12FD94-14C			No
8004	Add			Chainsaw Tempest TV400-080 This is a higher end saw. If you need less let us know.			No
<b>Subtotal</b> <b>ADDITIONAL Equipment</b>						<b>\$13,000</b>	
9000	Add			Rescue Bags --High Pressure Paratech 11 Bag System 22-889136G2	Medium size set- 12 bags	\$13,000.00	Yes
<b>Subtotal</b> <b>UPFITTING/MOUNTING</b>						<b>\$475</b>	
10000	Add			Mounting & Wiring of Stream Lights	Outboard sides of FFC seat box	\$100.00	Yes
10001	Add			Replacment of Red M6 for Blue	Switching out Red/Blue	\$250.00	Yes
10002	Add			Mounting & Wiring of FRC Sprecra Max	Underside of Platform	\$125.00	Yes
10003	Add			Mounting and Install of Chainsaw and K12 Box on the L3 Rollout tray			No
Change Order Chassis Sub-Total						<b>\$0</b>	
Change Order Pump Sub-Total						<b>\$4,236</b>	





Item 10.

Change Item #	Add/Delete/Clarification	Option #	Special:	Description	Comments (Dealer/Customer)	Customer Contract Change To Pay or (To)	Change Accepted?
Change Order Body & Electrical Sub-Total						\$7,324	
Change Order Lettering-Stripping						\$0	
Change Order Equipment Sub-Total						\$148,916	
Change Order Additional Equipment Sub-Total						\$7,711	
Change Order Additional Equipment Sub-Total						\$13,000	
Change Order Upfitting/Mounting/Labor Sub-Total						\$475	
<b>Change Order Totals</b>						<b>\$181,662</b>	
The above list of changes will be incorporated into the final Specifications/Equipment Order and will amend the original Specification/Equipment Order accordingly with these changes.							
<b>Date FELD FIRE sent to Customer for Signature</b>						<b>4/5/2022</b>	
<b>Date CO to be returned to FELD FIRE (10 days)</b>						<b>4/15/2022</b>	
Customer Signature _____ Customer Name _____						Date _____	
Dealer Signature _____ Dealer Name _____						Date _____	





To: Mayor and City Council

From: Dylan Mulfinger

Subject: Bulk Item Tickets

Date: 4/11/2022

---

The City in 2020 went from a spring clean up event to a reduced bulk item sticker. This allowed residents to place large items that do not fit in a can on the curb for pickup for just \$5.00 instead of \$15.00. This program has seen great success:

Stickers sold at \$5

- 2020 253
- 2021 464

The City Administrator recommends voting in favor of reducing bulk item stickers from \$15.00 to \$5.00 for May, June, July, and August. This process allows community members to buy a sticker, and place their item on the curb for easy pickup.



DRAFT 04.05.2022

## SIDEWALK CROSSING LICENSE AGREEMENT

THIS SIDEWALK CROSSING LICENSE AGREEMENT is made and entered into this 11<sup>th</sup> day of April, 2022, by and between **IOWA NORTHERN RAILWAY COMPANY**, an Iowa corporation (the "**Company**" or the "**Railroad**"), and the **CITY OF OELWEIN, IOWA**, a municipality of Iowa, to be addressed at 20 2<sup>nd</sup> Ave SW, Oelwein, IA, 50662 ( the "**Licensee**" or the "**City**").

WHEREAS, the Licensee desires to construct a sidewalk and recreational trail (the "**Facility**") upon the Company's real estate in the City of Oelwein, Fayette County, Iowa, at the location shown on the attached **Exhibit A**;

WHEREAS, the parties agree that the Facility will be in close proximity to an active railroad right-of-way over which the Company conducts regular railroad operations which potentially occur at all hours of the day and night; and

WHEREAS, the Company is willing that the Facility be installed and thereafter maintained and used upon the terms and conditions herein set forth.

NOW, THEREFORE, in consideration of the parties' mutual covenants and other good, valuable consideration the sufficiency of which is acknowledged, the parties agree as follows:

1. License Fee. In consideration of a preparation and handling fee of Five Hundred Dollars (\$500) and a one-time license fee of Two Thousand Dollars (\$2,000) in hand paid by the Licensee to the Railroad, the receipt of which is acknowledged, and the faithful performance by the Licensee of the covenants herein contained, Licensee may construct, maintain, use and remove a sidewalk and recreational trail upon and across the property of the Railroad at the location described in the attached Exhibit A.

2. Insurance.

(a) The City shall purchase and maintain, at its sole expense, General Liability Insurance, Automobile Liability Insurance, Workers' Compensation Insurance and Excess or Umbrella Insurance with a company having at least an "A" Rating as listed by the A.M Best Guide and which shall contain broad form contractual liability with a single limit of at least \$5,000,000 each occurrence or claim and an aggregate limit of at least \$10,000,000. Coverage must be purchased on a post 1998 ISO or equivalent form, including but not limited to coverage for the following:

- Bodily injury including death and personal injury
- Property damage
- Fire legal liability (Not less than the replacement value of the portion of the premises occupied)
- Products and completed operations
- Contractor's statutory liability and Employers' Liability (Part B) under the workers' compensation laws of the State of Iowa.

City agrees to provide Railroad with a certificate of insurance evidencing the above described coverage. Such certificates of insurance shall provide that the applicable insurance policies have endorsement to provide a minimum of 30 days advance notice to the Lessor in the event of cancellation or non-renewal.



**DRAFT 04.05.2022**

All Liability policies except the workers' compensation shall name the Railroad as an Additional Insured. The City shall require its contractor(s), as part of all contracts relating to the construction, maintenance, repair, reconstruction or replacement of the Project Improvements, when engaged in upon the Railroad's right-of-way, to indemnify and save harmless the Railroad against all loss, liability, and damages that arise from the activities of the City or the City's contractor(s) or any agents in the performance of the construction, maintenance, repair, or reconstruction work on said property. Notwithstanding the foregoing, nothing herein contained is to be deemed or construed as indemnification against the negligence of the Railroad, or its officers, employees, or agents.

(b) The City will require its contractor(s) to provide, for and on behalf of the Railroad, Railroad Protective Insurance as stated in the Code of Federal Regulations, Title 23, part 646, and any revisions thereto issued by the Federal Highway Administration for damages because of bodily injury to or death of persons and injury to or destruction of property resulting from the operations of the contractor(s), subcontractors, or their employees on the Project, such insurance (written in the limits as shown below) to be approved by and acceptable to the Railroad. Approval and acceptance shall not be unreasonably withheld. The form of insurance to be furnished shall be in accordance with the Railroad Protective Liability form, and shall be executed by an insurance company qualified in the State of Iowa. Limits of such insurance shall be as follows:

Coverage A (Bodily Injury Liability); Coverage B (Property Damage Liability); and Coverage C (Physical Damage to Property) combined single limit of \$5,000,000 per occurrence with \$10,000,000 aggregate for the term of the policy.

3. Subordination. This License and the permission issued to Licensee are subject and subordinate to the rights of Railroad, its successors and assigns, its grantees, lessees and licensees to construct, reconstruct, operate, use, maintain, repair and renew on, beneath or above the property covered hereby, and structures, improvements or facilities of similar or different character as are now or in the future may be located on, beneath or above said properties.

4. Preconstruction Notice. Licensee shall, except in emergencies, give not less than seventy-two (72) hours written notice to Railroad of the day, hour and location that it proposes to undertake any construction or maintenance work concerning the Facility and in the event of an emergency shall notify Railroad as soon as possible. Licensee shall require each of its contractors and subcontractors to observe and conform to the conditions and requirements specified herein; and for the purposes of the safety, protective and indemnification provisions hereof, such contractors and subcontractors, their agents, servants and employees, and other persons on the Railroad property at the invitation of the Licensee, its contractors or subcontractors, shall be deemed the agents or employees of the Licensee.

5. Permits. Licensee shall at no expense to Railroad obtain all permits and approvals required to exercise this License and Licensee shall install, maintain and operate its facilities in accordance with all requirements of lawful public authority. Licensee shall be responsible for any taxes, assessments and changes made against the Facilities on Railroad's property or the operation of any of them.

6. Licensee Costs. The initial cost and expense of installation of the Facility shall be borne by the Licensee and the cost and expense of maintenance and renewal of the Facility shall be borne by the Licensee.

7. Railroad Changes; Flagging. If, in the opinion of the authorized representative of Railroad, the work to be done by the Licensee pursuant to this Agreement will make necessary or desirable any change in the Railroad's facilities, or those of the Railroad's tenants or licensees, on the Railroad's property, the Railroad shall have the right, but not the duty, to make such changes, the expense thereof to be borne by the Licensee.

(a) No work of any kind shall be performed, and no person, equipment, machinery, tool(s), material(s),



**DRAFT 04.05.2022**

vehicle(s), or thing(s) shall be located, operated, placed, or stored within 25 feet of any of Railroad's track(s) at any time, for any reason, unless and until a Railroad flagman is provided to watch for trains. All expenses connected with the furnishing of said flagman shall be at the sole cost and expense of the City, who shall promptly pay to Railroad all charges connected therewith, within 30 days after presentation of a bill therefore.

(b) The rate of pay per hour for each flagman will be the prevailing hourly rate in effect for an eight-hour day for the class of flagmen used during regularly assigned hours and overtime in accordance with Labor Agreements and Schedules in effect at the time the work is performed. In addition to the cost of such labor, a composite charge for vacation, holiday, health and welfare, supplemental sickness, Railroad Retirement and unemployment compensation, supplemental pension, Employees Liability and Property Damage and Administration will be included, computed on actual payroll. The composite charge will be the prevailing composite charge in effect at the time the work is performed. One and one-half times the current hourly rate is paid for overtime, Saturdays and Sundays, and two and one-half times current hourly rate for holidays.

(c) Wage rates are subject to change, at any time, by law or by agreement between the Railroad and its employees, and may be retroactive as a result of a ruling of an authorized governmental agency. Additional charges on labor are also subject to change. If the wage rate or additional charges are changed, the City shall pay on the basis of the new rates and charges.

(d) Reimbursement to Railroad will be required covering the full eight hour day during which any flagman is furnished.

(e) Arrangements for flagging are to be made at least ten (10) days in advance of commencing work upon the Licensed Property.

**8. Requirements Applicable to City and Its Contractors during Initial Construction of Project Improvements; Project Completion Penalty.**

(a) The City will require its Project engineers to contact the Railroad's authorized representative, Chief Engineer, located at 1330 Sheffield Avenue, Waterloo, IA. 50702 (Telephone No. 319-233-3640), in writing, at least ten (10) days prior to commencing any initial construction work on the Project on Railroad's property. The City will require its contractor(s) to use all reasonable care to avoid accident, damage or delay to the Railroad's operations, and to leave the Railroad's right-of-way in a clean and orderly condition. All work herein provided to be done by the City's contractor(s) on the Railroad's right-of-way shall be done under the supervision, inspection, and direction of the City's personnel.

(b) City shall ensure all of its contractor's tools, equipment, rubbish and other materials from Railroad's property promptly upon completion of the work, restoring Railroad's property to the same state and condition as when City entered thereon.

9. **Weed Removal.** Licensee shall remove and keep removed as a result of the roadway Facility all brush, weeds, trees and other plant growth which interfere with view of approaching trains and rail vehicles on the tracks of the Company.

10. **Non-interference.** Licensee shall not do or permit to be done in the use of the Facility any act that will in any manner interfere with, interrupt or endanger the operation of the trains, engines, rail cars or other railroad equipment.



**DRAFT 04.05.2022**

11. Term. The term of this Agreement shall be for a period of five years beginning May 1, 2022 (the "Effective Date") and ending May 31, 2027 (the "Initial Term"). This Initial Term shall automatically be extended for three additional five year term(s) unless either party serves written notice on the other party of its intent to cancel this Agreement, which notice must be received at least thirty (30) days prior to the expiration of the Initial Term or any extended term.

12. Law Compliance. Licensee and other persons authorized to use the Facility shall at all times use of the Facility, it will comply with all applicable laws, including, but not limited to, any laws, standards, regulations, or permit requirements relating to environmental pollution or contamination or to occupational health and safety; and Licensee agrees to indemnify and hold harmless the Company and the Railroad from any and all claims, demands, lawsuit, or liability for loss, fines, damage, injury, and death and all expenses and costs, including attorneys' fees, resulting from or arising out of the construction, maintenance, or use of the Facility, including any discharge or emission therefrom or for the violation of any law, standard, regulation, or permit requirement relating to environmental pollution or contamination or to occupational health and safety.

13. Indemnification. IT IS UNDERSTOOD BY THE LICENSEE THAT THE FACILITY IS SUBJECT TO AND MAY INCREASE THE DANGERS AND HAZARDS OF THE OPERATION OF THE RAILROAD OF THE COMPANY. Therefore, the Licensee accepts the privilege granted with full recognition of the risk of loss of life, personal injury and property loss or damage which may be caused by rail operations at or in the vicinity of the Facility and by the construction, use, maintenance or removal of the Facility by the Licensee or others. Therefore, the Licensee assumes and agrees to pay for all loss of or damage to any property whatsoever, and injury to or death of any person or persons whomsoever, including all costs and expenses incident thereto, however arising from or in connection with the existence, construction, maintenance, repair, renewal, reconstruction, use or removal of said Facility, or any defect therein or failure thereof, or the failure of the Licensee, its agents, employees, lessees or invitees to abide by or comply with any of the terms and conditions of this Agreement, required to be kept or performed by them or any of them; and the Licensee forever indemnifies the Company against and agrees to save the Company harmless from any and all claims, demands, lawsuits or liability for any such loss, damage, injury and death and costs and expenses including attorneys' fees incident thereto, even though the operations of the railroad may have caused or contributed thereto. Notice to or knowledge by the" Company of any act or omission by the Licensee, and the acquiescence by the Company in or to such act or omission, shall neither be considered to relieve the Licensee of any obligation assumed by it under this paragraph nor be considered to be a waiver or release by the Company of any rights granted to it under this paragraph.

14. Termination Right. The Company shall have the right to use, occupy and enjoy its tracks, property and right-of-way for such purposes, in such manner and at such time as it shall desire, the same as if this Agreement had not been executed by it. The Company shall have the right, without any liability for damages to the Licensee therefore, to terminate this Agreement at any time by giving the Licensee not less than thirty (30) days written notice of such termination. Upon expiration of the time provided by such notice, Company, without further notice, act or demand, may remove the Facility and approaches.

15. Facility Changes. Licensee agrees at any time, or from time to time, at its own risk and expense, upon request of the authorized representative of the Railroad, to make such change or changes as may be necessary and reasonable in the opinion of said representative to accommodate any change or improvement which Railroad may desire to make in or upon its property. In case Licensee shall fail within thirty (30) days after notice from Railroad to make such change or changes, Railroad shall have the right, but not the duty, to make such change or changes, or remove Licensee's facilities from said property at the risk and expense of the Licensee.



**DRAFT 04.05.2022**

16. Railway Changes. In the event Railroad elects to renew, replace, repair or alter any tracks or other facilities or to construct new facilities or to make other use of the property covered by this License, and in connection therewith requires the removal of the Facility placed by Licensee on Railroad's property or should the need renewal or repair, the Licensee shall, within thirty (30) days of receipt of notice, arrange for such removal, renewal or repair at Licensee's risk and expense. In the event removal is required, the Facility shall be relocated to such location on Railroad's property as is designated by Railroad, provided that Railroad's authorized representative determines that a location is reasonably available. Renewal or repair, if requested, shall be to such condition as is designated by Railroad's authorized representative. If Licensee fails to comply with the foregoing, Railroad shall have the right, but not the duty, to remove, renew or repair the Facility at the sole risk and expense of Licensee.

17. Facility Expense. Cost and expense for work, if any, performed by the Railroad pursuant to this Agreement shall consist of the direct costs of labor and material plus Railroad's standard additives in effect at the time the work is performed. All payments required of Licensee under this Agreement shall be made promptly upon presentation of a bill, and in no event later than twenty (20) days after bills are submitted by the Company to Licensee. For all bills unpaid after twenty (20) days, interest shall accrue at an annualized rate of 10% per annum.

18. No Title Warranty. It is expressly understood Railroad does not warrant title to the premises and Licensee accepts the issuance of privileges contained subject to all lawful outstanding existing liens and superior rights. Licensee agrees it shall not have nor make any claims against Railroad for damages on account of any deficiency of such title and the sole remedy of Licensee shall be the right to return of the consideration paid in advance, provided for herein, or a proportionate part thereof in the event of a partial deficiency or insufficiency of title. Licensee further agrees to indemnify and hold harmless the Railroad and to assume all risk, responsibility and liability including any expense, reasonable attorneys' fees and costs incurred or sustained by Railroad arising from, growing out of, or in any manner or degree directly or indirectly attributable to or resulting from any deficiency or insufficiency of its title affecting the right of the Railroad to issue this License.

19. Other Usage. The permission granted by the Company shall neither be, or be deemed or construed to be, a grant of land, nor shall it constitute ownership by Licensee of the Facility or that portion of the Company's right-of-way upon which said crossing is located. It is also specifically understood by Licensee that cables and other electric and/or fiber optic transmission lines, may, now or in the future, be on, about, above, along, or under the Company's property and Licensee agrees and warrants that under no circumstances will Licensee dig in or disturb the surface of the Company's property, without prior approval from the Company.

20. Construction Quality. Nothing in this Agreement shall be construed to place any responsibility on Railroad for the quality of the construction, maintenance or other work performed on behalf of Licensee or for the condition of any of Licensee's facilities. Any approval given or supervision exercised by Railroad hereunder, or failure of Railroad to object to any work done, material used or method of construction, reconstruction or maintenance, shall not be construed to relieve Licensee of its obligations under this Agreement.

21. Abandonment of Facility. It is expressly made a condition of this License that if Licensee or its successors or assigns shall abandon the Facility, or any portion of thereof, then and in that event all the rights granted shall cease and terminate with respect to that portion of the Facility so abandoned, and title to such abandoned portion shall no longer be burdened by this License; it being agreed between the Company and Licensee that nonuse of the Facility for any period equal to or greater than one (1) year shall be deemed an abandonment of thereof, or such portion thereof as is not so used. In the event of the abandonment of all or a portion of the Facility, either by nonuse or otherwise, Licensee shall upon the



**DRAFT 04.05.2022**

request of the Company deliver to the Company a recordable instrument evidencing that the title to the Facility property so abandoned is free and clear of the burden of this License and is free and clear of liens, encumbrances, clouds upon or defects in the title to said Facility Property created or permitted to be created by Licensee.

22. Nullification. It is expressly understood and agreed by the parties that in the event this License would be contrary to any law, regulation or order of governmental authority, or contrary to any mortgage or indenture to which Railroad is a party, that this Agreement shall be cancelled and annulled and neither party shall have any claim whatsoever against the other by reason thereof.

23. Binding Effect; Nonassignable. This Agreement shall be binding on the successors and assigns of the parties hereto, but no assignment by the Licensee, its successors, legal representatives or assigns, shall be binding upon the Railroad without its written consent in each instance.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed in duplicate, as of the date first above written.

**IOWA NORTHERN RAILWAY COMPANY**

By: \_\_\_\_\_  
Daniel R. Sabin, Its President

**CITY OF OELWEIN, IOWA ("LICENSEE")**

By: \_\_\_\_\_  
Brett DeVore, Its Mayor



4-6-22

To Whom this may concern:

I Charlie Shannon am speaking about the property of 516 1<sup>st</sup> Ave. N.W. Oelwein, IA. 50662

I originally bought this property from a foreclosure with full intentions to Clean it Up and Remodel it to Sell to my brother. It was a total mess when I bought it and I totally cleaned up everything to start to Remodel. I never got the Remodeling part done yet. In Feb. of 2020 I had a severe Arm & Hand injury at Work that has put me down for the last 2 years after 2 - Surgeries and plenty of therapy my arm and hand is coming back around. I fell behind a little on my Taxes for this Property and went to the Court House and talked to the Treasure about it and he told me that I had time yet to pay the Taxes before there would be a Sheriff Sale.

Then a week later I find out different that the City of Oelwein bought the Taxes.

I went back up to West Union Court House to talk to the Treasure again and he said he was Sorry and made a mistake and for me to go across the Street and talk to the Oelwein City Attorney and see what we could get done together. So I did and I talked to the City Building Inspectors and Oelwein Mayor.



4-6-22

Everyone has been Very Professional and Helpful to Me and I appreciate that and Thank You All.

I Farm and Work at John Deere in Waterloo, so Yes I am a very busy man. Plus raise my 11yr. old son.

I don't own any other property in Oelwein and Graduated from Oelwein.

I am trying to pay my back Taxes on this Property and make things Right with the City of Oelwein on getting this Property Back and finish the Remodel Job since my hand is better now.

I Thank You All for your time and patients and look for to hearing from you.

Sincerely,

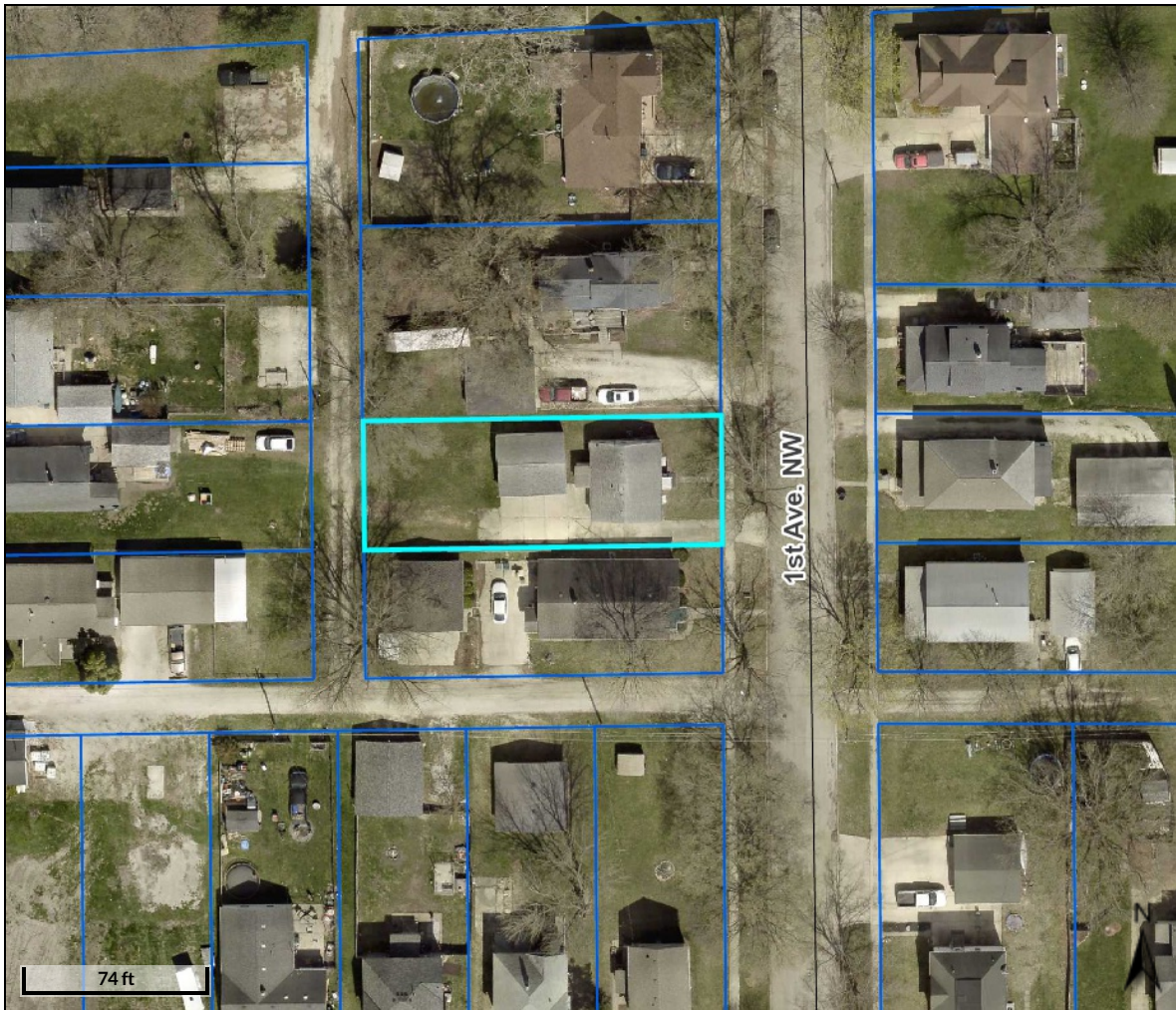
Charlie Shannon

Charlie Shannon  
1892 150<sup>th</sup> St.  
Hazelton, IA 50641  
319-509-0182

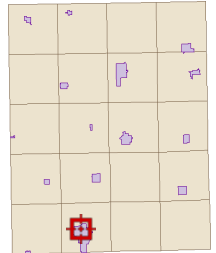


# Beacon™ Fayette County, IA

516 1st Ave. NW



## Overview



## Legend

- Corporate Limits
- Parcels
- Major Highways**
  - County Highway
  - Federal Highway
  - State Highway
  - Roads

<b>Parcel ID</b>	1821127014	<b>Alternate ID</b>	n/a	<b>Owner Address</b>	Oelwein, City Of
<b>Sec/Twp/Rng</b>	21-91-9	<b>Class</b>	R		City Hall 20 2nd Ave. SW
<b>Property Address</b>	516 1ST AVE. NW	<b>Acreage</b>	n/a		Oelwein, IA 50662-
	OELWEIN				
<b>District</b>	OELWEIN OELWEIN INC				
<b>Brief Tax Description</b>	LOT 8 BLK 13				
	MARTINS 3RD ADD				
	(Note: Not to be used on legal documents)				

**Disclaimer:** Fayette County, the Fayette County Assessor and their employees make every effort to produce and publish the most current and accurate information possible. The maps included in this website do not represent a survey and are compiled from official records, including plats, surveys, recorded deeds, and contracts, and only contain information required for government purposes. See the recorded documents for more detailed legal information. Data is provided in "as is" condition. No warranties, expressed or implied, are provided for the data herein, its use or its interpretation. Fayette County and its employees assume no responsibility for the consequences of inappropriate uses or interpretations of the data. Any person that relies on any information obtained from this site does so at his or her own risk. All critical information should be independently verified. If you have questions about this site please contact the Assessor's Office at (563) 422-3397.

Date created: 4/6/2022

Last Data Uploaded: 4/6/2022 2:52:32 AM

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## Code Compliance Case



Sorry, we have no imagery here.

File #: 20-000397 ...

516 1 Avenue NW OELWEIN IA 50662

possible vacant property, lots going on, including abandoned cars in back, multiple unsecured entry points, major eyesore.

History

Contacts

Activities

Documents

Violations

Fees

## View File History: 20-000397

Type:

Parcel #: 1821127014

Owner Name: Shannon, Charles E.

Owner Address: 1892 150th St.  
Hazelton IA 50641

Owner Phone:

Categories:

Status:

Open

Open Date: 05/11/2020

Closed Date:

Disposition: Merged with Another Complaint

Responsible User: [Sam Castro](#)

How Received:

Priority:

Normal

Legal Description: LOT 8 BLK 13 MARTINS 3RD ADD

Approximate

Location:

## Notes

Date	Note Type	Note	Created By	
02/14/2022 11:11 AM	General Information	<a href="#">The City owns this property via tax sale as of 2/14/2022.</a>	Sam Castro	
06/08/2020 09:18 AM	General Information	<a href="#">Cars have been removed from the back of the property. We still need to confirm this is a vacant property.</a>	Jay Shekleton	

## File History

Date	Event	Note	Created By
04/06/2022 10:53 AM	Case closed date modified	The case close date was changed to by Sam Castro on 04/06/2022	Sam Castro
04/06/2022 10:53 AM	Status Changed	Sam Castro changed the file status to Open	Sam Castro
03/29/2022 03:31 PM	Activity Update	Abatement assigned to Jay Shekleton status changed from Cancelled to Failed by Sam Castro on 03/29/2022	Sam Castro
03/29/2022 02:36 PM	Document Attached	Document "IMG_3666.JPG" was attached to the case.	Sam Castro
03/29/2022 02:36 PM	Document Attached	Document "IMG_3667.JPG" was attached to the case.	Sam Castro
03/29/2022 02:36 PM	Document Attached	Document "IMG_3673.JPG" was attached to the case.	Sam Castro
03/29/2022 02:36 PM	Document Attached	Document "IMG_3674.JPG" was attached to the case.	Sam Castro
03/29/2022 02:36 PM	Document Attached	Document "IMG_3675.JPG" was attached to the case.	Sam Castro

EDIT:  
File

ADD:  
Activity  
Address  
Alert  
Category  
Contact  
Document  
Email  
Fee  
Letter  
Note  
Route  
Violation

REPORTS:  
Custom  
Detail  
Summary



03/29/2022 02:36 PM	Document Attached	Document "IMG_3676.JPG" was attached to the case.	Sam Castro
03/29/2022 02:36 PM	Document Attached	Document "IMG_3677.JPG" was attached to the case.	Sam Castro
03/29/2022 02:36 PM	Document Attached	Document "IMG_3678.JPG" was attached to the case.	Sam Castro
03/29/2022 02:36 PM	Document Attached	Document "IMG_3607.JPG" was attached to the case.	Sam Castro
03/29/2022 02:36 PM	Document Attached	Document "IMG_3614.JPG" was attached to the case.	Sam Castro
03/29/2022 02:36 PM	Document Attached	Document "IMG_3631.JPG" was attached to the case.	Sam Castro
03/29/2022 02:36 PM	Document Attached	Document "IMG_3632.JPG" was attached to the case.	Sam Castro
03/29/2022 02:36 PM	Document Attached	Document "IMG_3633.JPG" was attached to the case.	Sam Castro
03/29/2022 02:36 PM	Document Attached	Document "IMG_3634.JPG" was attached to the case.	Sam Castro
03/29/2022 02:36 PM	Document Attached	Document "IMG_3635.JPG" was attached to the case.	Sam Castro
03/29/2022 02:36 PM	Document Attached	Document "IMG_3636.JPG" was attached to the case.	Sam Castro
03/29/2022 02:36 PM	Document Attached	Document "IMG_3640.JPG" was attached to the case.	Sam Castro
03/29/2022 02:36 PM	Document Attached	Document "IMG_3650.JPG" was attached to the case.	Sam Castro
03/29/2022 02:36 PM	Document Attached	Document "IMG_3651.JPG" was attached to the case.	Sam Castro
03/29/2022 02:36 PM	Document Attached	Document "IMG_3652.JPG" was attached to the case.	Sam Castro
03/29/2022 02:36 PM	Document Attached	Document "IMG_3664.JPG" was attached to the case.	Sam Castro
03/29/2022 02:36 PM	Document Attached	Document "IMG_3665.JPG" was attached to the case.	Sam Castro
03/29/2022 02:36 PM	Document Attached	Document "IMG_3591.JPG" was attached to the case.	Sam Castro
03/29/2022 02:36 PM	Document Attached	Document "IMG_3592.JPG" was attached to the case.	Sam Castro
03/29/2022 02:36 PM	Document Attached	Document "IMG_3594.JPG" was attached to the case.	Sam Castro
03/29/2022 02:36 PM	Document Attached	Document "IMG_3595.JPG" was attached to the case.	Sam Castro
03/29/2022 02:36 PM	Document Attached	Document "IMG_3596.JPG" was attached to the case.	Sam Castro
03/29/2022 02:36 PM	Document Attached	Document "IMG_3597.JPG" was attached to the case.	Sam Castro



03/29/2022 02:36 PM	Document Attached	Document "IMG_3599.JPG" was attached to the case.	Sam Castro
03/29/2022 02:36 PM	Document Attached	Document "IMG_3602.JPG" was attached to the case.	Sam Castro
03/29/2022 02:36 PM	Document Attached	Document "516 1st Ave NW Photos March 29 2022.pdf" was attached to the case.	Sam Castro
03/29/2022 02:36 PM	Document Attached	Document "IMG_3589.JPG" was attached to the case.	Sam Castro
03/29/2022 02:36 PM	Document Attached	Document "IMG_3590.JPG" was attached to the case.	Sam Castro
03/24/2022 01:32 PM	Inspection - Activity	A Inspection activity has been assigned to Oelwein Inspector in the Code Enforcement department.	Sam Castro
03/24/2022 01:30 PM	Case closed	This File was closed on 03/24/2022 by Sam Castro	Sam Castro
03/24/2022 01:30 PM	Status Changed	Sam Castro changed the file status to Closed	Sam Castro
03/24/2022 01:30 PM	Activity Update	Abatement Start Date Changed from 05/12/2020 - 11:42 AM to 05/12/2020 - 09:00 AM by Sam Castro.	Sam Castro
03/24/2022 01:30 PM	Activity Update	Abatement Stop Time Changed from - to 9:30 AM by Sam Castro.	Sam Castro
03/24/2022 01:30 PM	Closed Abatement - Activity		Sam Castro
03/24/2022 01:30 PM	Activity Update	Abatement assigned to Jay Shekleton was completed by Sam Castro on 03/24/2022	Sam Castro
05/11/2020 01:42 PM	Property Owner Added	Contact "Shannon, Charles E." was attached to the case.	Sam Castro
05/11/2020 01:42 PM	Abatement - Activity	A Abatement activity has been assigned to Jay Shekleton in the Code Enforcement department.	Sam Castro





Home

My Activities

Create

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Reports

Support Center

Administration

Logoff

Property



Sorry, we have no imagery here.

Parcel #: 1821127014  
516 1ST AVE. NW  
OELWEIN IA

Property

Files

Permits

Licenses

Inspections

Violations

Documents

Notes

Fees

EDIT:  
Property

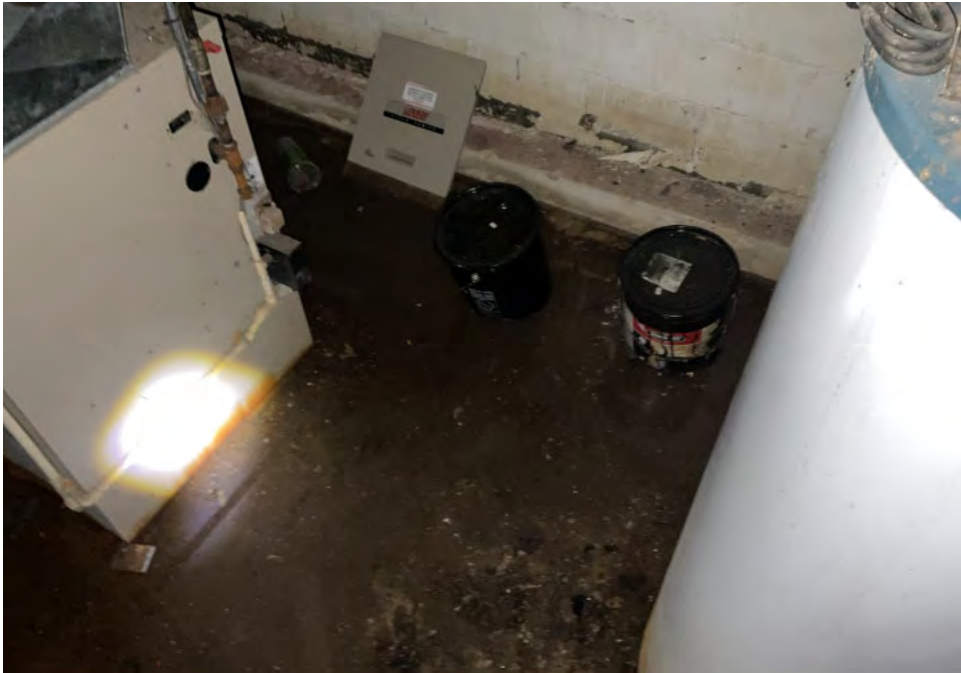
ADD:  
Address  
Alert  
Document  
Note

File #	Type	Description	Status	Opened	Closed
20-000397		possible vacant property, lots going on, including abandoned cars in back, multiple unsecured entry points, major eyesore.	Open	05/11/2020	
18-000176	Permitting	Roofing , Siding , Windows and Digging	Closed	05/15/2018	03/22/2020

























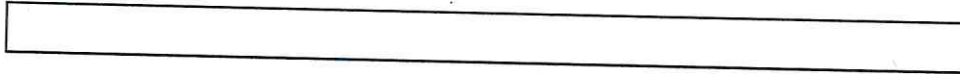
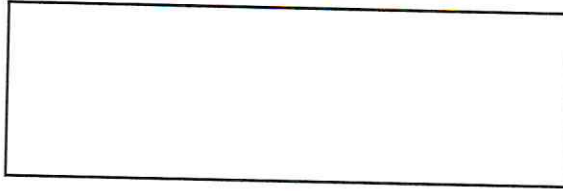












Name Tim D. Gearhart

Address 1030 10th St SE  
Oelwein IA 50662

Phone 319-310-4917 E-Mail tim.gearhart@hotmail.com

Occupation Chiropractor How long have you been a resident of Oelwein? 13 years; However grew up here (40 years)

Please check the following boards or commissions to which you would like to be appointed:

Airport Board	Civil Service Commission
Electrical Board	International Code Council Board of Appeals
Library Board	Mechanical Board
<u>Park &amp; Recreation Commission</u>	Planning and Zoning Commission
Plumbing Board	Tree Board
Zoning Board of Adjustment	

Describe past experience which would benefit the board or commission applied for:

- many years past experience on Park + Rec Commission
- helped w/ grant writing
- coached with Park + Rec Programs
- 4 children in Park + Rec programs



Describe the qualities and attributes you possess that would be of benefit to the board or commission applied for:

- Ran my own business for 14 years
- experience on past boards
- Team oriented
- Assertive
- Like community improvements & enjoy being apart of the process

Describe your desire to serve on this board of commission:

- I desire to see Delwin's Parks Wellness center & recreational assets & opportunities to be maintained & grow

Describe similar volunteer experiences:

- Park & Rec Coach
- Governor award for volunteering (2019)



Describe any goals and/or objectives you envision for the board/commission:

Continued growth/improvement of current parks  
pool/wellness center

improve trails system

hook trails system regionally; especially outside  
of Delwin

Any additional information or comments you wish to offer:

I have enjoyed my experiences on Park & Rec  
~~Commission~~ and look forward to continued work  
Commission

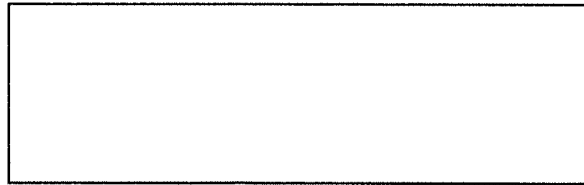
Hours of Availability:

5pm - 10pm M-F

Applicant Signature

Date






Name Mike Meska

Address 1320 oak ST

Phone 319-238-3305 E-

Mail mmeska@gmail.com

Occupation Supervisor - Full circle How long have you been a resident of Oelwein? 63 years

Please check the following boards or commissions to which you would like to be appointed:

Airport Board	Civil Service Commission
Electrical Board	International Code Council Board of Appeals
Library Board	Mechanical Board
<u>Park &amp; Recreation Commission</u>	Planning and Zoning Commission
Plumbing Board	Tree Board
Zoning Board of Adjustment	

Describe past experience which would benefit the board or commission applied for:

park board member for last 18 years  
Coached numerous Park -

and rec programs through the years  
volunteered in many

Clean up projects along with making recommendations  
to help better all parks



Continue expansion of trail system  
improve camp sites @ city park

Continue to expand youth rec programs

Describe the qualities and attributes you possess that would be of benefit to the board or commission applied for:

having been on the board 18 years

I would like to continue

to see progress in all the parks  
along with adding more

rec programs for youth

Describe your desire to serve on this board of commission:

I think I add valuable experience  
to the board by

continuing to make progressive ideas  
to make the parks

cleaner and more accessible to the community

Describe similar volunteer experiences:

Coached youth soccer basketball flag football  
volunteered to build shelter

@ diamond two and three  
cleaned up lake between

helped plant trees in several parks



Describe any goals and/or objectives you envision for the board/commission:

continue to upgrade aquatic center  
finish trail system

in the town

Any additional information or comments you wish to offer:

Hours of Availability:

after 5<sup>pm</sup>

Michael Maske

Applicant Signature

Date

4-6-22

City Hall

Reviewed by:

- ☐ Mayor ☐ City Administrator ☐ Board or Commission Chair  
☐ Department Head









## Dillon Law PC

209 E 1st Street  
Sumner, Iowa 50674

City of Oelwein  
Attn: Dylan Mulfinger  
20 2nd Ave. SW  
Oelwein, IA 50662

### CityOelwein

### Oelwein City Attorney

## INVOICE

Invoice # 10224  
Date: 03/31/2022  
Due Upon Receipt

Type	Date	Notes	Quantity	Rate	Total
Expense	03/03/2022	Reimbursable expenses: Recording fee for affidavits on tax sales	1.00	\$72.00	\$72.00
Service	03/03/2022	draft and mail to recorder 6 tax sale affidavits title holder	2.00	\$60.86	\$121.72
Service	03/03/2022	draft and mail notice and affidavit to Agia land holding llc	0.30	\$60.86	\$18.26
Service	03/07/2022	tcw Jay re occupied City owned property	0.25	\$136.83	\$34.21
Service	03/08/2022	research tax sale certificate issue Scheckle	0.45	\$136.83	\$61.57
Service	03/08/2022	Call Joe Scheckle re 303 NW	0.25	\$136.83	\$34.21
Service	03/15/2022	attend council meeting	0.75	\$136.83	\$102.62
Service	03/15/2022	attention to fed of squatters, tcw mayor , email to Community development	1.00	\$136.83	\$136.83
Service	03/15/2022	UTV drafting ordinance	1.50	\$136.83	\$205.25
Service	03/15/2022	Ordinances x2	1.40	\$60.86	\$85.20
Expense	03/18/2022	Reimbursable expenses: Recording fee for Hay Easement	1.00	\$22.00	\$22.00
Service	03/21/2022	review TIKa foreclosure doc	0.25	\$136.83	\$34.21
Service	03/22/2022	Chuck Howell email to Dylan re parking ticket	0.20	\$136.83	\$27.37
Service	03/23/2022	review updated ordinance from ADM	0.25	\$136.83	\$34.21



Service	03/23/2022	drop in visit by citizen Connor upset about his loss of property via tax sale	0.25	\$136.83	\$34.21
Expense	03/24/2022	Reimbursable expenses: Recording fee for Scheel Trail Easement	1.00	\$22.00	\$22.00
Service	03/24/2022	email to and from Sam re Citizen losing property at tax sale.	0.25	\$136.83	\$34.21
Service	03/26/2022	packet review FAA packet included.. verylong	0.75	\$136.83	\$102.62
Service	03/28/2022	attend city council meeting.	0.75	\$136.83	\$102.62
Service	03/29/2022	email to dejong	0.10	\$60.86	\$6.09
Service	03/30/2022	tobacco docs drafted emailed to pat	1.00	\$60.86	\$60.86
				<b>Total</b>	<b>\$1,352.27</b>

## Detailed Statement of Account

### Current Invoice

Invoice Number	Due On	Amount Due	Payments Received	Balance Due
10224	03/31/2022	\$1,352.27	\$0.00	\$1,352.27
<b>Outstanding Balance</b>				<b>\$1,352.27</b>
<b>Total Amount Outstanding</b>				<b>\$1,352.27</b>

Please make all amounts payable to: Dillon Law PC

Payment is due upon receipt.





## Dillon Law PC

209 E 1st Street  
Sumner, Iowa 50674

City of Oelwein  
Attn: Dylan Mulfinger  
20 2nd Ave. SW  
Oelwein, IA 50662

## INVOICE

Invoice # 10223  
Date: 03/31/2022  
Due Upon Receipt

### City of Oelwein nuisance/abatement work

### nuisance/abatement work 657A's

Type	Date	Notes	Quantity	Rate	Total
Service	01/10/2022	01.10.2022: Call from Barker re: service issues and various; .2  njl	0.20	\$139.16	\$27.83
Service	01/10/2022	01.10.2022: Attendance at Oelwein City Council Meeting; .7 NJL	0.70	\$139.16	\$97.41
Service	01/26/2022	01.26.2022: Review of filings in Arlington v. Haible, email to and from Dillon regarding the same; .2 NJL	0.20	\$139.16	\$27.83
Service	01/31/2022	1.31.2022: Receipt of email from Dillon re: Oelwein v. Wright; review of file and magistrate order, conference with Jill Dillon, email back to Dillon and receipt of marching orders; .3 NJL	0.30	\$139.16	\$41.75
Service	01/31/2022	1.31.2022: Receipt of forwarded email from Heller to Dillon; Reply to same; receipt of reply; email to Heller; .3 NJL	0.30	\$139.16	\$41.75
Service	02/01/2022	02.01.2022: Review of Oelwein v. Heidt, Etgeton, Gephart, Makin, Williams, Mateos; .4 NJL	0.40	\$139.16	\$55.66
Service	02/01/2022	02.01.2022: Attendance at court for the above listed plus initial appearances; 1.5 NJL	1.50	\$139.16	\$208.74
Service	02/03/2022	02.03.2022: Call from Dillon re: appeal of Oelwein v. Wright; .2 NJL	0.20	\$139.16	\$27.83
Service	02/07/2022	02.07.2022: Review of email from Logan re: vicious dog case, phone call to victim of dog bite; .2 NJL	0.20	\$139.16	\$27.83



Service	02/07/2022	02.07.2022: Draft of appeal brief on Arlington v. Haible; .5 NJL	0.50	\$139.16	\$69.58
Service	02/15/2022	02.15.2022: Review of Oelwein v. various; attendance at magistrate court for initial appearances; Conference with Shekleton, Barker, Dillon, magistrate; .3 NJL	0.30	\$139.16	\$41.75
Service	02/15/2022	02.15.2022: Attendance at Oelwein v. Powelson; .4 NJL	0.40	\$139.16	\$55.66
Service	02/15/2022	02.15.2022: Attendance at Oelwein v. Smith; .3 NJL	0.30	\$139.16	\$41.75
Service	02/28/2022	02.28.2022: Review of Oelwein v. various; Review of Arlington v. Wieland; .3 NJL	0.30	\$139.16	\$41.75
Service	03/01/2022	draft and file witness list and exhibit list x2, label and convert exhibits -file	0.50	\$61.90	\$30.95
Service	03/01/2022	03.01.2022: Attendance at Magistrate Court; Conference on Oelwein v. various with Shekelton, Barker, magistrate; input on initial appearances; housekeeping matters with magistrate; 1.0 NJL	1.00	\$139.16	\$139.16
Expense	03/03/2022	Reimbursable expenses: Certified mail to Agia Land Holdins LLC	1.00	\$7.38	\$7.38
Service	03/04/2022	review orders, email to CD re upcoming hearings and docs needed	1.00	\$61.90	\$61.90
Service	03/04/2022	draft and file exhibit lists and witness lists convert, label and file exhibits -rogers	0.50	\$61.90	\$30.95
Service	03/07/2022	nathan billing	0.20	\$61.90	\$12.38
Service	03/07/2022	email to pat re citations wieland	0.10	\$61.90	\$6.19
Service	03/08/2022	draft and file proposed order, and application, email to pat for approval	0.50	\$61.90	\$30.95
Expense	03/11/2022	Reimbursable expenses: certified copy of order	1.00	\$30.00	\$30.00
Expense	03/14/2022	Reimbursable expenses: Recording fee for Walker property	1.00	\$27.00	\$27.00
Service	03/14/2022	draft cover sheet, get cert order, mail for walker 657a	0.50	\$61.90	\$30.95
Service	03/14/2022	2 calls from bruce, case review, email citations	0.40	\$61.90	\$24.76
Service	03/14/2022	email correspondence with Sam re robinson	0.10	\$61.90	\$6.19
Service	03/14/2022	draft and file witness list and exhibit list for wright matter, file, label	0.70	\$61.90	\$43.33
Service	03/14/2022	email to pat re 516 1st ave nw	0.10	\$61.90	\$6.19
Service	03/14/2022	case reminders to CD	0.20	\$61.90	\$12.38
Expense	03/15/2022	Reimbursable expenses: filing fee kuhlman	1.00	\$195.00	\$195.00



Expense	03/15/2022	Reimbursable expenses: Certified Mail to Scheckel	1.00	\$7.38	\$7.38
Service	03/18/2022	review various filings, email reminders for photos and appearances	1.00	\$61.90	\$61.90
Service	03/22/2022	review various filings, file several invoices, email to clerk, email topat,	1.00	\$61.90	\$61.90
Service	03/24/2022	email correspondence with Sam	0.20	\$61.90	\$12.38
				<b>Total</b>	<b>\$1,646.34</b>

## Detailed Statement of Account

### Current Invoice

Invoice Number	Due On	Amount Due	Payments Received	Balance Due
10223	03/31/2022	\$1,646.34	\$0.00	\$1,646.34
Outstanding Balance				\$1,646.34
Total Amount Outstanding				\$1,646.34

Please make all amounts payable to: Dillon Law PC

Payment is due upon receipt.





To: Mayor and City Council

From: Dylan Mulfinger

Subject: Administrator's Council Agenda Memo

Date: 4/11/2022

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### Consent Agenda

2. Consideration of a Motion to approve the March 28, 2022 minutes.
3. Consideration of a Motion renewing the Class E Liquor License for Casey's General Store.

### Ordinances

4. Consideration of an Ordinance Amending Chapter 22 Vehicles and Traffic Article IX Snowmobiles and All Terrain Vehicles. - First Reading
  1. I made all of the changes to provided by council member Stewart, Payne, and Seeders. I did after feedback and careful thought remove the appeal. Anyone who is issued a municipal infraction from misuse of a UTV can plea guilty or not guilty and go to court. The City Council does not need to hear these appeals as the court system can handle them. The City Administrator is not in favor a rushed UTV ordinance, but the one provided should meet expectations of the city council.

### Resolutions

5. Consideration of a Resolution for Fiscal Year 2023 Salary.
  1. The City Administrator has presented the salaries to council in three work sessions. Council has provided input and the City Administrator has made changes. The City Administrator recommends approving the resolution.
6. Consideration of a Resolution approving financial institutions for the City's usage.
  1. This is required for the city to declare who and what banks we are using locally. The City Administrator recommends approving the resolution.
7. Consideration of a Resolution of a street closure for Oelwein Chamber and Area Development.
  1. These road closures are consistent with previous request. The Chamber has not had issues related to their road closures. The City Administrator recommends approving the resolution.





## Motions

8. Consideration of a Motion to set a Public Hearing on the Oelwein Municipal Airport Re-pavement Project at 6:00 p.m. on April 25, 2022, at Oelwein City Hall.
  1. This project has been approved by council and a public hearing is required. The City Administrator recommends setting the public hearing.
9. Consideration of a Motion to solicit bids for mowing and maintenance of City owned vacant lots.
  1. This process should be outsourced as the City does not have staff to complete the work. The City works monthly to give away vacant lots, but several circumstances come into play and the city still owns several lots. The City Administrator recommends going out to bid for this service.
10. Consideration of a Motion to approve changes to the Fire Department Aerial Platform Project.
  1. This change order will save the City money by including a purchase of self-contained breathing apparatus (SCBA) equipment with the fire truck purchase. Council already approved this purchase over a five-year lease program. This will get the packs in with no lease required. This change order also includes equipment that was budgeted for in the original order of the truck, and is now being clarified to council. The City Administrator recommends approving the change order.
11. Consideration of a motion reducing bulk item stickers to \$5.00 for May, June, July, and August 2022.
  1. This program has been very successful and replaces the old spring cleanup. The City Administrator recommends approving the motion.
12. Consideration of a Motion entering into a Sidewalk Crossing License Agreement with Iowa Northern Railway Company.
  1. This is required for the trail that will be running along 4<sup>th</sup> St SW. The funding for this agreement will come from the trail funding. The City Administrator recommends approving this agreement.
13. Consideration of a Motion to review the recommendation of the Planning, Finance, Enterprise, and Economic Development Committee on 516 1st Ave NW.
  1. The only issue with this tax sale, is that the home is not a recognized abatement problem. The City had abatements for the home because it was abandoned. Council should decide the fate of this home based on the property owner's testimony. A neighbor has come forward to buy the property and have it torn down.





PARKS MONTHLY UPDATE, MARCH 2022  
PARKS / CEMETERY / AQUATICS / CAMPGROUND / TRAILS

**Park and Recreation**

[www.oelwein.fun](http://www.oelwein.fun)

This past month in the park department Nate has been busy working on his certifications and completing various projects. The goal setter basketball hoops were delivered to the shop that are a CIP item. The new shed for the campground was delivered recently as well. This shed is a CIP item that will house split wood, kayaks/paddleboards, and the mower/trimmer for the campground host. With the warm weather, we barricaded off the north gravel roads of Woodlawn, as they are very soft to prevent traffic from damaging the roads. The trail bridge at the complex had some boards replaced as snowmobiles crosses it late in the season and damaged it. I have been talking with the AmeriCorps director about lining up a couple of teams to come to Oelwein to complete some projects this fall. Projects include trimming trees at City Park & trails, painting shelters/picnic tables, and helping with the Branching Out – Trees Forever planting in October. Another project I would like them to complete is completing a tree survey of all the trees in the parks and cemeteries. I talked with Emma Hannigan with the forestry department about using a couple of their GPS units once again as we did in 2018 when the parks department completed the street tree survey. I am working on applying for three different grants to acquire more trees to plant in parks and cemeteries. Our big news is that our bill, HF2415 passed the house yesterday unanimously. Rep. Chad Ingles and Steve Bradley have done a lot of work to get this bill passed so we can acquire a trail easement from Iowa Northern Railroad.

This past month in the park department, we started out the week with a couple of inches of snow so we had a few employees come in and clear all sidewalks, trails and cemetery. I have submitted the Trees for Kids grant with the Iowa DNR this week. This grant the City can receive up to \$2,500 for trees that we would like to plant in Redgate Park. I have also been working on the AmeriCorps concept form to turn in this month to get approval to move forward with the full application to get a couple of teams in this fall to complete some projects for the park department. Nate has been working on his pesticide applicator license this week. Nate and Chris worked on the second trailer this week removing the expanded steel mesh on the gate and replacing it. This week the park department received a check from the Northeast Iowa Charitable Foundation for \$250,000 for their third annual trail donation.

This past month in the park department, we took advantage of the warm weather to start cleaning some facilities from the winter months. Nate and I have swept all the trails with the brush as sticks and debris accumulate over the winter months. At the aquatic center, we started pulling gutter covers and cleaning out the channels. We have started pumping down the deep end to keep the standing water in the diving well to keep the dirty water isolated to that small area. On Monday, we had a full burial at Woodlawn for the Buehner funeral home and a cremation burial on Tuesday for Jamison Schmitz. Nate swept the sand away around the gas pumps; he started the sweeping the parking lots at the pool and around the fire department. Nate wrapped up the trailer gate project applying some paint to the new grating. I ordered new safety vests for the employees for the upcoming season. We have advertised in the paper on Facebook, and hand dozens of applications out just talking with individuals for park and cemetery positions with no applications coming in. Nate and I took the bucket truck and dropped at hanging branch at Platt Park that was hanging over the roadway where walkers pass through. Nate and I also dropped two infected small ash trees and one bigger ash tree along the west trail that needed to come down before it became a safety issue. Nate is preparing to take his next pesticide applicator test today. I prepared and sent out the park and rec agenda for Mondays meeting and sat in on the upper explorerland zoom meeting on Wednesday for trails. Our trial bill has made it past the natural resources and environment subcommittee. I have been working on getting pricing on playground mulch for this spring that will be part of the United Way day of caring project. I have been working with pool managers Kim and Peggy getting trainings lined up for the upcoming season at the aquatic





PARKS MONTHLY UPDATE, MARCH 2022  
PARKS / CEMETERY / AQUATICS / CAMPGROUND / TRAILS

**Park and Recreation**

[www.oelwein.fun](http://www.oelwein.fun)

center. I have been working on the AmeriCorps concept form to be sent out and the community forestry grant proposal as well as a trail grant that recently came up.

Nate and I installed the new memorial bench at the sports complex. This bench was purchased by the Reaves family last fall as we poured the foundation last fall, and the bench was delivered this winter. On Friday at 11am we received very short notice from Geilenfeld funeral home that they wanted a full burial dug for Monday morning. On Tuesday, I attended the Iowa Park and Rec Association conference in Dubuque. At the campground Nate and I cleaned up a small tree that needed to come down. Nate has been cleaning the downtown every morning and checking drainage areas in parks to make sure they are clear with all the rain. This week the new computers showed up, so we have been busy setting them up. Nate past his pesticide applicator license test on Thursday so he is ready to weed spray for this summer. This month I hosted the park and rec meeting at City Hall and gave updates on the departments.

Nate has been busy with his daily cleaning of the downtown. Nate finished his arial truck certification this week and set up a time to take his driving test for his CDL certification. We have been doing some spring cleaning of the sidewalks in the viaduct and picking up branches in the parks. We have been working on replacing the gutter system at the pool with the stainless-steel grates. At the complex, I had Nate take some black dirt out with some seed to dress up the new memorial bench for the Reeves family we recently installed. I had Nate get out the soccer goals, take out trash barrels and ordered the portable toilets for the soccer program. I met with the pool managers once again as we are busy lining up certification trainings, interviewing and getting paperwork completed. I have been working with Joe Bouska with East Penn lining up projects to complete for the United Way Day of Caring in May. I emailed the DNR once again as we are waiting on their report so that we can apply for a permit to stock Lake Oelwein with donations raised. I have been working on preparing hiring paperwork, safety trainings and orientations as we are bringing back employees this coming Monday.





PARKS MONTHLY UPDATE, MARCH 2022  
PARKS / CEMETERY / AQUATICS / CAMPGROUND / TRAILS

Park and Recreation

[www.oelwein.fun](http://www.oelwein.fun)

BASKETBALL HOOPS

CAMPGROUND SHED



CEMETERY ROADS

BRIDGE REPAIR



AmeriCorps



HF2415

House File 2415 - Introduced

HOUSE FILE 2415  
BY COMMITTEE ON NATURAL  
RESOURCES  
(SUCCESSOR TO HF 2103)

A BILL FOR

- 1 An Act relating to private land available for public use for
- 2 recreational purposes.
- 3 BE IT ENACTED BY THE GENERAL ASSEMBLY OF THE STATE OF IOWA:



IOWA DEPARTMENT OF  
**AGRICULTURE &  
LAND STEWARDSHIP**





PARKS MONTHLY UPDATE, MARCH 2022  
PARKS / CEMETERY / AQUATICS / CAMPGROUND / TRAILS

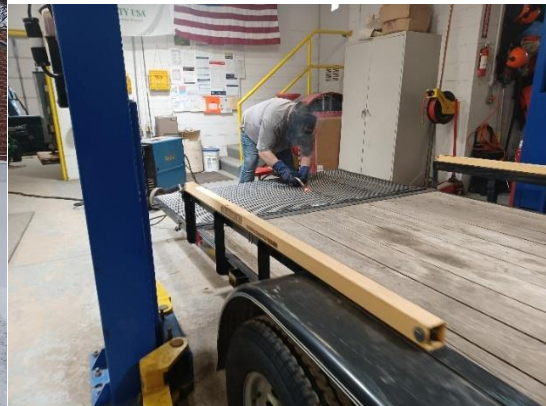
Park and Recreation

[www.oelwein.fun](http://www.oelwein.fun)

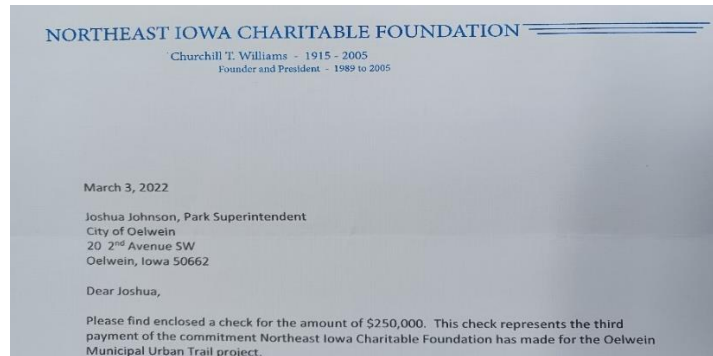
SNOW REMOVAL



TRAILER REPAIRS



TRAILS DONATION



TRAIL CLEANING



POOL MAINTENANCE



GRAVE PREP



CLEANING



NEW PPE





PARKS MONTHLY UPDATE, MARCH 2022  
PARKS / CEMETERY / AQUATICS / CAMPGROUND / TRAILS

**Park and Recreation**

[www.oelwein.fun](http://www.oelwein.fun)

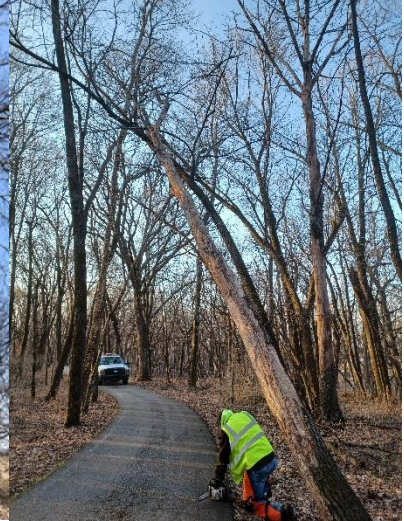
TRAILER FINISHED



LIMB DROPPED



TREE DROPPED



Memorial Bench



Grave Preparation



Conference







PARKS MONTHLY UPDATE, MARCH 2022  
PARKS / CEMETERY / AQUATICS / CAMPGROUND / TRAILS

**Park and Recreation**

[www.oelwein.fun](http://www.oelwein.fun)

Tree Removal



New computers



Viaduct cleaning



Picking up sticks



Gutter replacement



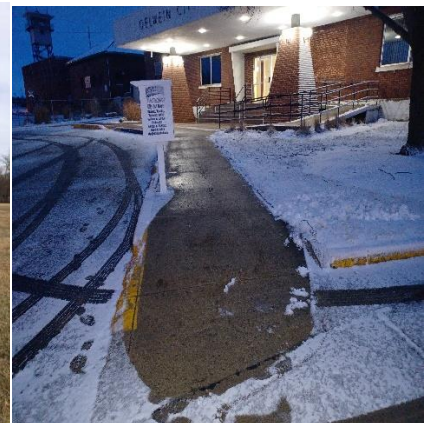
Finishing bench



Soccer nets out



Snowed again!





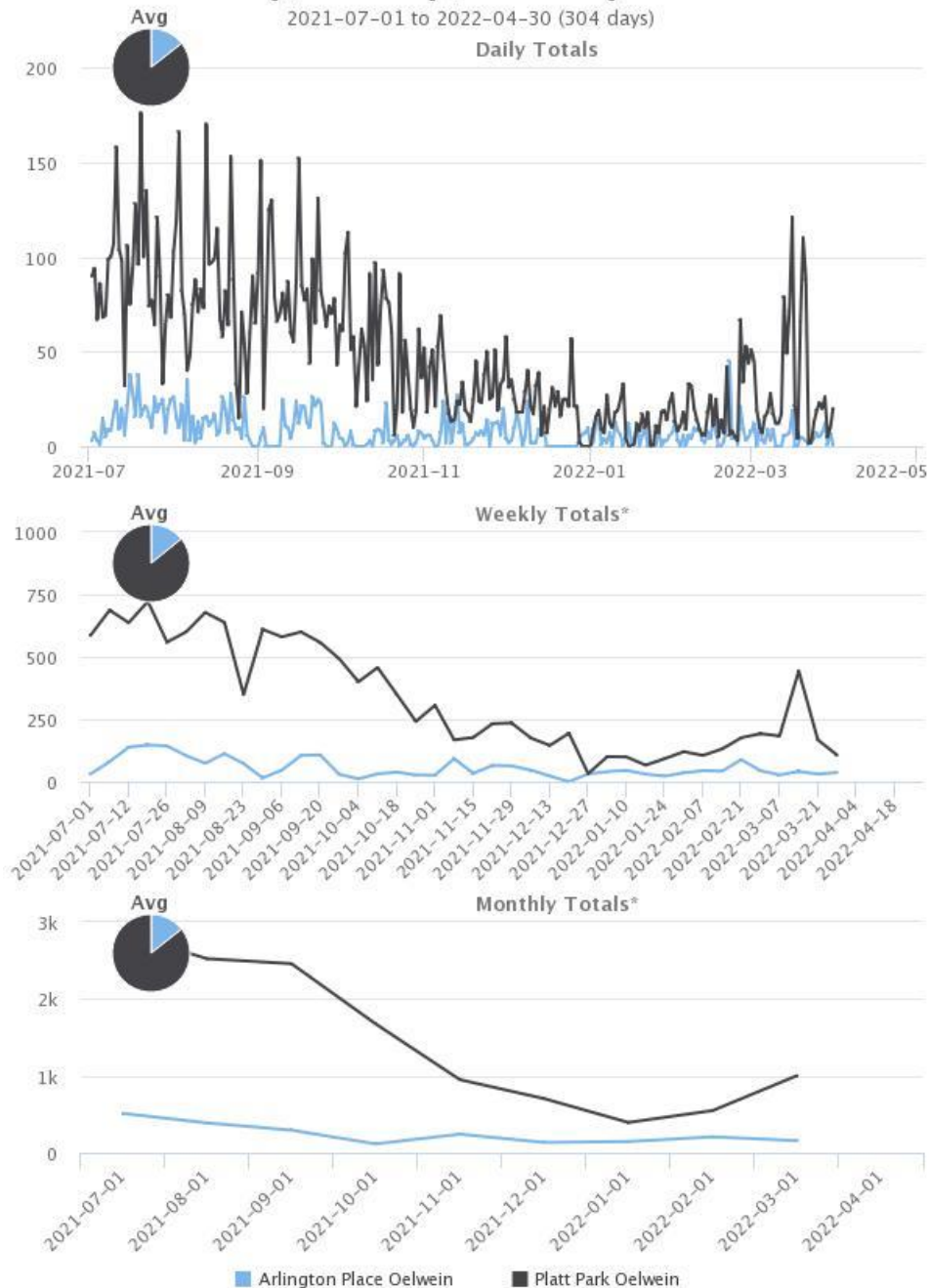


PARKS MONTHLY UPDATE, MARCH 2022  
PARKS / CEMETERY / AQUATICS / CAMPGROUND / TRAILS

Park and Recreation

www.oelwein.fun

### Daily/Weekly/Monthly totals



SITE	21/22 TRAIL TOTALS								ADT
	JULY	AUG	SEPT.	OCT	NOV.	DEC.	FEB.	MARCH	
Arlington Place Oelwein	512	388	294	115	242	134	207	158	9.11
Platt Park Oelwein	2845	2523	2458	1676	950	704	548	1,002	21.60

TOTAL TRAIL USERS 14,756





PARKS MONTHLY UPDATE, MARCH 2022  
PARKS / CEMETERY / AQUATICS / CAMPGROUND / TRAILS

**Park and Recreation**

[www.oelwein.fun](http://www.oelwein.fun)

**Daily Activities**

[www.oelwein.fun](http://www.oelwein.fun)

- ❖ Sanitizing shop and equipment
- ❖ Pick up garbage downtown
- ❖ Checking/maintaining parks, cemeteries
- ❖ Maintenance on equipment
- ❖ Order supplies for all departments
- ❖ Safety meetings
- ❖ Meet with contractors
- ❖ Retrieve & upload trail count data
- ❖ Snow Removal
- ❖ Safety videos and paperwork for new employees

**Progress on Projects**

[www.oelwein.fun](http://www.oelwein.fun)

- ❖ Website work ongoing
- ❖ Trail easements/grants
- ❖ Work on Park and Rec master plan
- ❖ CEU classes
- ❖ Grant writing
- ❖ Motor/Pump replacement at pool started
- ❖ Order CIP Items
- ❖ Hiring seasonal positions
- ❖ Pool hiring paperwork started
- ❖ LGI completed
- ❖ Pool forms
- ❖ Memorial bench installed

**Next Month and Future Projects**

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- ❖ Diamond 3 in-field fencing
- ❖ Website work
- ❖ Remove old well houses at City Park
- ❖ Drinking fountain install Platt Park
- ❖ Arching sign for entrance at Woodlawn
- ❖ Replace decking on old bridge
- ❖ Grant writing
- ❖ Install basketball anchors
- ❖ Install new slide sign at pool
- ❖ Move fence line at pool
- ❖ Trail development
- ❖ Disc golf signage, backfilling
- ❖ Paint bathroom doors
- ❖ Redgate parking area
- ❖ Ash tree removal
- ❖ Sealcoating roads in Spring
- ❖ Concessions window
- ❖ Install counter at Redgate shelter
- ❖ Install solar umbrella at pool from ITC
- ❖ Pool filter project
- ❖ Prairie planting
- ❖ Winter graves
- ❖ Foundations
- ❖ Prep pool for season

JOSHUA JOHNSON MA  
OELWEIN PARK SUPERINTENDENT

