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THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION



Victoria F. Sheehan
Commissioner

William Cass, P.E.
Assistant Commissioner

August 13, 2018
Bureau of Aeronautics

His Excellency, Governor Christopher T. Sununu
and the Honorable Council
State House
Concord, NH 03301

REQUESTED ACTION

Authorize the Department of Transportation to amend a grant to provide additional funding to the City of Manchester (Vendor Code 177433), for AIP-102, to acquire easements and remove obstructions in the Runway 35 approach surface at the Manchester-Boston Regional Airport. The total federal share of the project, including the amendment, will increase from \$448,545.00 to \$471,287.76, which equates to an increase of \$22,742.76, or 90% of the grant amendment amount. The amendment to the Federal participation in the amount of \$24,006.41 is available for this project effective upon Governor and Council approval through October 31, 2019. The original grant was approved by Governor and Council on October 7, 2015 Item #27. 95% Federal Funds, 5% General Funds.

Funding is available as follows:	<u>FY 2019</u>
04-96-96-960030-7537	
FAA Projects	
034-500161 New Construction	\$24,006.41

EXPLANATION

An amendment from the Federal Aviation Administration (FAA) has been awarded from which \$22,742.76 (or 90% of the amendment project cost) is necessary to complete the project to acquire easements and remove obstructions in the Runway 35 approach surface that was originally granted as part of AIP-102 (copy attached) at the Manchester-Boston Regional Airport.

In accordance to FAA Order 5100.38D, under normal conditions, the FAA/State can amend a grant at the close out of the project to adjust the grant amount to reflect final costs. Once the project is complete, the Department must wait for federal grant funding to become available from other completed projects before issuing an amendment.

This grant amendment will reimburse for additional work already completed, in the preparation of a supplemental Environmental Assessment that was not anticipated to be needed when the project was originally scoped. The additional funding will also pay for environmental coordination for the New

England Cottontail Rabbit. The New England Cottontail Rabbit is a protected species by the State of New Hampshire and the impacts of this project required (more than originally scoped) coordination with the New Hampshire Fish and Game to minimize potential impacts to the species.

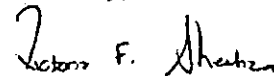
This original project funded the removal of vegetative obstructions from the Runway 35 approach surface. Removal of this vegetation was necessary to allow the airport sponsor to continue to provide a safe environment for aircraft and to better maintain this area in the future for tree growth. This original grant also funded obtaining and modifying easements, an environmental assessment, environmental permitting, topographical survey, and design and bidding services related to the clearing trees within additional areas of the approach to provide an improved level of safety.

The Department of Transportation accepts the Federal Funds for this project as a pass through to the City of Manchester in accordance with RSA 422:15. State participation in the amount of \$1,263.65 (5% of the project) is also requested. The City of Manchester will participate in the amount of \$1,263.14 (5% of the project). The total cost of this grant amendment is \$25,269.55.

In the event that the Federal Funds are no longer available, General Funds will not be requested to support this program. In accordance with the FAA grant assurances C- Sponsor Certifications, Responsibility and Authority of the Sponsor, the grant funds must be immediately available for the project to execute the grant offer; therefore all funding for this project is encumbered in the first fiscal year.

Please note that the State Funds are from the General Fund and have been previously approved in HB25, 2015, 220:1, XVI- A1.

Sincerely,



Victoria F. Sheehan
Commissioner

VS/tlsl
Attachments

RECEIVED

JUL 26 2018

NH AERONAUTICS



U.S. Department
of Transportation
Federal Aviation
Administration

Airports Division
Federal Aviation Administration
New England Region
(CT, ME, MA, NH, RI, & VT)

FAA ANE-600
1200 District Ave.
Burlington, MA 01803

JUL 25 2018

Mr. Thomas Malafonte
Interim Airport Director
Manchester-Boston Regional Airport,
One Airport Road, Suite 300
Manchester, NH 03103
Attn: Mr. Rich Eixler

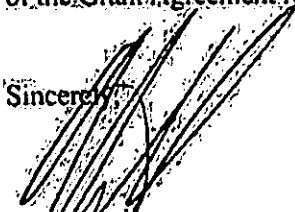
Manchester Airport
AIR Grant No 3-33-0011-102-2015
DUNS No 075339106
Letter Amendment (Amendment No. 1)

Dear Mr. Malafonte:

This is in response to your letter dated May 25, 2018, requesting an amendment to the Grant Agreement for the subject AIP project to increase the maximum obligation of the United States as set forth in the Grant Agreement accepted by the Sponsor on August 19, 2015.

This letter, together with your letter, effects the amendment, as requested, and commits the Federal Aviation Administration, acting for and on behalf of the United States of America, to increase the maximum obligation of the United States by \$22,742.76 (from \$448,545 to \$471,287.76) to cover the Federal share of the total actual eligible and allowable project costs. Under the terms of the Grant Agreement, this document is incorporated into and constitutes Amendment No. 1 to the above referenced Grant Agreement. All other terms and conditions of the Grant Agreement remain in full force and effect.

Sincerely,



Gail Lattrell
Deputy Director, Airports Division



SEP 22 11 5 AM '15
THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION



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Banks

WILLIAM CASS, P.E.
ASSISTANT COMMISSIONER

September 11, 2015
Bureau of Aeronautics

Her Excellency, Governor Margaret Wood Hassan
and the Honorable Council
State House
Concord, New Hampshire 03301

REQUESTED ACTION

Authorize the Department of Transportation to award a grant to the City of Manchester (Vendor Code 177433), AIP-102, to acquire easements and remove obstructions in the Runway 35 approach surface at the Manchester-Boston Regional Airport. State and Federal participation in the amount of \$473,464.00 is effective upon Governor and Council approval through October 31, 2019. 90% Federal Funds, 5% General Funds, 5% Local Funds.

Funding is available as follows:

FY 2016

04-96-96-960030-7976

FAA Projects

034-500157 Land Improvements

\$ 473,464.00

EXPLANATION

A Federal Aviation Administration (FAA) grant was awarded, totaling \$448,545.00 to acquire easements and fund removal of obstructions in the approach surface of Runway 35 at Manchester-Boston Regional Airport.

This project will fund the removal of vegetative obstructions from the Runway 35 Approach surface. These obstructions were discovered during the survey of the approach and the full extent was not determined until the program was underway. The initial expectation was for a minimal amount of clearing to be required. When the immediate clearing became more extensive, it was decided by the Airport to seek a grant to reimburse the costs. Removal of this vegetation was necessary to allow the airport sponsor to continue to provide a safe environment for aircraft and to better maintain this area

in the future for tree growth. Once trees and vegetation are determined to be obstructions, an airport must remove the obstructions as soon as possible to ensure the safe use of the airport and to protect the flying public. This grant will also fund obtaining and modifying easements, an environmental assessment, environmental permitting, topographical survey, and design and bidding services related to the clearing trees within additional areas of the approach to provide an improved level of safety. Construction for this portion of the project will be funded in a future FAA grant.

The project breakdown is as follows:

Administration & tree clearing costs by airport	\$ 162,296.16
Engineering Fees	\$ 259,087.36
Easements	<u>\$ 77,000.00</u>
Total Project Cost	\$ 498,383.52

The Department of Transportation accepts the Federal Funds for this project as a pass through to the City of Manchester in accordance with RSA 422:15. State participation in the amount of \$24,919.00 (5% of the project) is also requested. The City of Manchester will participate in the amount of \$24,919.52 (5% of the project). The local share of this project is not budgeted in HB25, and is not encumbered as part of this request. The total cost of this airport improvement project is \$498,383.52

In the event that the federal funds are no longer available, General Funds will not be requested to support this program. In accordance with the FAA grant assurances C- Sponsor Certifications, Responsibility and Authority of the Sponsor, the grant funds must be immediately available for the project to execute the grant offer; therefore all funding for this project is encumbered in the first fiscal year.

Please note that the state funds are from the General Fund and have been previously approved in HB25, 2013 195:1 XVI-A.1 Capital Budget.

Sincerely,



William Cass, PE
Assistant Commissioner

WC/tls
Attachments



U.S. Department of Transportation
Federal Aviation Administration

GRANT AGREEMENT

PART I – OFFER

AUG 18 2015

Date of Offer	_____
Airport/Planning Area	<u>Manchester Airport</u>
AIP Grant Number	<u>3-33-0011-102-2015</u>
DUNS Number	<u>075339106</u>

TO: City of Manchester, New Hampshire
(herein called the "Sponsor")

FROM: The United States of America (acting through the Federal Aviation Administration, herein called the "FAA")

WHEREAS, the Sponsor has submitted to the FAA a Project Application dated July 2, 2015, for a grant of Federal funds for a project at or associated with the Manchester Airport, which is included as part of this Grant Agreement; and

WHEREAS, the FAA has approved a project for the Manchester Airport (herein called the "Project") consisting of the following:

Runway 35 Approach Surface Obstruction Removal and Acquire Avigation Easements,

which is more fully described in the Project Application.

NOW THEREFORE, According to the applicable provisions of the former Federal Aviation Act of 1958, as amended and recodified, 49 U.S.C. 40101, et seq., and the former Airport and Airway Improvement Act of 1982 (AAIA), as amended and recodified, 49 U.S.C. 47101, et seq., (herein the AAIA grant statute is referred to as "the Act"), the representations contained in the Project Application, and in consideration of (a) the Sponsor's adoption and ratification of the Grant Assurances dated March 2014, and the Sponsor's acceptance of this Offer, and (b) the benefits to accrue to the United States and the public from the accomplishment of the Project and compliance with the Grant Assurances and conditions as herein provided,

THE FEDERAL AVIATION ADMINISTRATION, FOR AND ON BEHALF OF THE UNITED STATES, HEREBY OFFERS AND AGREES to pay ninety (90) percent of the allowable costs incurred accomplishing the Project as the United States share of the Project.

This Offer is made on and SUBJECT TO THE FOLLOWING TERMS AND CONDITIONS:

CONDITIONS

1. **Maximum Obligation.** The maximum obligation of the United States payable under this Offer is \$448,545. The following amounts represent a breakdown of the maximum obligation for the purpose of establishing allowable amounts for any future grant amendment, which may increase the foregoing maximum obligation of the United States under the provisions of 49 U.S.C. § 47108(b):
 - \$0 for planning
 - \$448,545 for airport development or noise program implementation
 - \$0 for land acquisition.
2. **Ineligible or Unallowable Costs.** The Sponsor must not include any costs in the project that the FAA has determined to be ineligible or unallowable.
3. **Determining the Final Federal Share of Costs.** The United States' share of allowable project costs will be made in accordance with the regulations, policies and procedures of the Secretary. Final determination of the United States' share will be based upon the final audit of the total amount of allowable project costs and settlement will be made for any upward or downward adjustments to the Federal share of costs.
4. **Completing the Project Without Delay and in Conformance with Requirements.** The Sponsor must carry out and complete the project without undue delays and in accordance with this agreement, and the regulations, policies and procedures of the Secretary. The Sponsor also agrees to comply with the assurances which are part of this agreement.
5. **Amendments or Withdrawals before Grant Acceptance.** The FAA reserves the right to amend or withdraw this offer at any time prior to its acceptance by the Sponsor.
6. **Offer Expiration Date.** This offer will expire and the United States will not be obligated to pay any part of the costs of the project unless this offer has been accepted by the Sponsor on or before September 14, 2015, or such subsequent date as may be prescribed in writing by the FAA.
7. **Improper Use of Federal Funds.** The Sponsor must take all steps, including litigation if necessary, to recover Federal funds spent fraudulently, wastefully, or in violation of Federal antitrust statutes, or misused in any other manner in any project upon which Federal funds have been expended. For the purposes of this grant agreement, the term "Federal funds" means funds however used or dispersed by the Sponsor that were originally paid pursuant to this or any other Federal grant agreement. The Sponsor must obtain the approval of the Secretary as to any determination of the amount of the Federal share of such funds. The Sponsor must return the recovered Federal share, including funds recovered by settlement, order, or judgment, to the Secretary. The Sponsor must furnish to the Secretary, upon request, all documents and records pertaining to the determination of the amount of the Federal share or to any settlement, litigation, negotiation, or other efforts taken to recover such funds. All settlements or other final positions of the Sponsor, in court or otherwise, involving the recovery of such Federal share require advance approval by the Secretary.
8. **United States Not Liable for Damage or Injury.** The United States is not be responsible or liable for damage to property or injury to persons which may arise from, or be incident to, compliance with this grant agreement.

9. **System for Award Management (SAM) Registration And Universal Identifier.**

A. **Requirement for System for Award Management (SAM):** Unless the Sponsor is exempted from this requirement under 2 CFR 25.110, the Sponsor must maintain the currency of its information in the SAM until the Sponsor submits the final financial report required under this grant, or receives the final payment, whichever is later. This requires that the Sponsor review and update the information at least annually after the initial registration and more frequently if required by changes in information or another award term. Additional information about registration procedures may be found at the SAM website (currently at <http://www.sam.gov>).

B. **Requirement for Data Universal Numbering System (DUNS) Numbers**

1. The Sponsor must notify potential subrecipient that it cannot receive a contract unless it has provided its DUNS number to the Sponsor. A subrecipient means a consultant, contractor, or other entity that enters into an agreement with the Sponsor to provide services or other work to further this project, and is accountable to the Sponsor for the use of the Federal funds provided by the agreement, which may be provided through any legal agreement, including a contract.
2. The Sponsor may not make an award to a subrecipient unless the subrecipient has provided its DUNS number to the Sponsor.
3. **Data Universal Numbering System:** DUNS number means the nine-digit number established and assigned by Dun and Bradstreet, Inc. (D & B) to uniquely identify business entities. A DUNS number may be obtained from D & B by telephone (currently 866-492-0280) or the Internet (currently at <http://fedgov.dnb.com/webform>).

10. **Electronic Grant Payment(s).** Unless otherwise directed by the FAA, the Sponsor must make each payment request under this agreement electronically via the Delphi eInvoicing System for Department of Transportation (DOT) Financial Assistance Awardees.

11. **Informal Letter Amendment of AIP Projects.** If, during the life of the project, the FAA determines that the maximum grant obligation of the United States exceeds the expected needs of the Sponsor by \$25,000 or five percent (5%), whichever is greater, the FAA can issue a letter to the Sponsor unilaterally reducing the maximum obligation. The FAA can also issue a letter to the Sponsor increasing the maximum obligation if there is an overrun in the total actual eligible and allowable project costs to cover the amount of the overrun provided it will not exceed the statutory limitations for grant amendments. If the FAA determines that a change in the grant description is advantageous and in the best interests of the United States, the FAA can issue a letter to the Sponsor amending the grant description.

By issuing an Informal Letter Amendment, the FAA has changed the grant amount or grant description to the amount or description in the letter.

12. **Air and Water Quality.** The Sponsor is required to comply with all applicable air and water quality standards for all projects in this grant. If the Sponsor fails to comply with this requirement, the FAA may suspend, cancel, or terminate this grant.

13. **Financial Reporting and Payment Requirements.** The Sponsor will comply with all federal financial reporting requirements and payment requirements, including submittal of timely and accurate reports.

14. **Buy American.** Unless otherwise approved in advance by the FAA, the Sponsor will not acquire or permit any contractor or subcontractor to acquire any steel or manufactured products produced outside the United States to be used for any project for which funds are provided under this grant. The Sponsor will include a provision implementing Buy American in every contract.

15. **Maximum Obligation Increase For Primary Airports.** In accordance with 49 U.S.C. § 47108(b), as amended, the maximum obligation of the United States, as stated in Condition No. 1 of this Grant Offer:
- A. May not be increased for a planning project;
 - B. May be increased by not more than 15 percent for development projects;
 - C. May be increased by not more than 15 percent for land project.
16. **Audits for Public Sponsors.** The Sponsor must provide for a Single Audit in accordance with 2 CFR Part 200. The Sponsor must submit the Single Audit reporting package to the Federal Audit Clearinghouse on the Federal Audit Clearinghouse's Internet Data Entry System at <http://harvester.census.gov/facweb/>. The Sponsor must also provide one copy of the completed 2 CFR Part 200 audit to the Airports District Office.
17. **Suspension or Debarment.** The Sponsor must inform the FAA when the Sponsor suspends or debars a contractor, person, or entity.
18. **Ban on Texting While Driving.**
- A. In accordance with Executive Order 13513, Federal Leadership on Reducing Text Messaging While Driving, October 1, 2009, and DOT Order 3902.10, Text Messaging While Driving, December 30, 2009, the Sponsor is encouraged to:
 - 1. Adopt and enforce workplace safety policies to decrease crashes caused by distracted drivers including policies to ban text messaging while driving when performing any work for, or on behalf of, the Federal government, including work relating to a grant or subgrant.
 - 2. Conduct workplace safety initiatives in a manner commensurate with the size of the business, such as:
 - a. Establishment of new rules and programs or re-evaluation of existing programs to prohibit text messaging while driving; and
 - b. Education, awareness, and other outreach to employees about the safety risks associated with texting while driving.
 - B. The Sponsor must insert the substance of this clause on banning texting while driving in all subgrants, contracts and subcontracts.
19. **Trafficking in Persons.**
- A. Prohibitions: The prohibitions against trafficking in persons (Prohibitions) that apply to any entity other than a State, local government, Indian tribe, or foreign public entity. This includes private Sponsors, public Sponsor employees, subrecipients of private or public Sponsors (private entity) are:
 - 1. Engaging in severe forms of trafficking in persons during the period of time that the agreement is in effect;
 - 2. Procuring a commercial sex act during the period of time that the agreement is in effect; or
 - 3. Using forced labor in the performance of the agreement, including subcontracts or subagreements under the agreement.
 - B. In addition to all other remedies for noncompliance that are available to the FAA, Section 106(g) of the Trafficking Victims Protection Act of 2000 (TVPA), as amended (22 U.S.C. 7104(g)), allows the FAA to unilaterally terminate this agreement, without penalty, if a private entity –
 - 1. Is determined to have violated the Prohibitions; or
 - 2. Has an employee who the FAA determines has violated the Prohibitions through conduct that is either:

- a. Associated with performance under this agreement; or
 - b. Imputed to the Sponsor or subrecipient using 2 CFR part 180, "OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement)," as implemented by the FAA at 49 CFR Part 29.
20. **Exhibit "A" Incorporated by Reference.** The Exhibit "A" updated February 24, 2015, filed with AIP Project 3-33-0011-101-2015, is incorporated herein by reference.
21. **Easement/Title Evidence:** The Sponsor understands and agrees that easement and/or title evidence satisfactory to the FAA will be submitted to the FAA prior to any payment reimbursements under this grant agreement.
22. **Update Approved Exhibit "A" Property Map for Land/Easement in Project.** The Sponsor understands and agrees to update the Exhibit "A" Property Map to standards satisfactory to the FAA and submit it in final form to the FAA. It is further mutually agreed that the reasonable cost of developing said Exhibit "A" Property Map is an allowable cost within the scope of this project.
23. **Obstruction Removal.** The Sponsor agrees to clear Parcels 13, 17, 18, 21, 27, 36, 54, 55, 75, and 91, as shown on Exhibit "A" Property Map, of the following obstructions: trees prior to final payment under the project. The Sponsor also agrees that it will not erect, nor permit the erection of any permanent structures or obstructions on the airport except those required for aids to air navigation or those which have been specifically approved by the FAA.

The Sponsor's acceptance of this Offer and ratification and adoption of the Project Application incorporated herein shall be evidenced by execution of this instrument by the Sponsor, as hereinafter provided, and this Offer and Acceptance shall comprise a Grant Agreement, as provided by the Act, constituting the contractual obligations and rights of the United States and the Sponsor with respect to the accomplishment of the Project and compliance with the assurances and conditions as provided herein. Such Grant Agreement shall become effective upon the Sponsor's acceptance of this Offer.

UNITED STATES OF AMERICA
FEDERAL AVIATION ADMINISTRATION



(Signature)

Mr. Bryon H. Rakoff

(Typed Name)

Acting Manager, Airports Division, New England Region

(Title)

PART II - ACCEPTANCE

The Sponsor does hereby ratify and adopt all assurances, statements, representations, warranties, covenants, and agreements contained in the Project Application and incorporated materials referred to in the foregoing Offer, and does hereby accept this Offer and by such acceptance agrees to comply with all of the terms and conditions in this Offer and in the Project Application.

I declare under penalty of perjury that the foregoing is true and correct.¹

Executed this 14th day of AUGUST, 2015.

City of Manchester, New Hampshire

MLPB (Name of Sponsor)

(Signature of Sponsor's Designated Official Representative)

By: MARK PAUL BREWER
(Typed Name of Sponsor's Designated Official Representative)

Title: AIRPORT DIRECTOR
(Title of Sponsor's Designated Official Representative)

Thomas R. Clark
Asst. City Clerk

CERTIFICATE OF SPONSOR'S ATTORNEY

I, THOMAS R CLARK, acting as Attorney for the Sponsor do hereby certify:
(Typed Name of Sponsor's Attorney)

That in my opinion the Sponsor is empowered to enter into the foregoing Grant Agreement under the laws of the State of New Hampshire. Further, I have examined the foregoing Grant Agreement and the actions taken by said Sponsor and Sponsor's official representative has been duly authorized and that the execution thereof is in all respects due and proper and in accordance with the laws of the said State and the Act. In addition, for grants involving projects to be carried out on property not owned by the Sponsor, there are no legal impediments that will prevent full performance by the Sponsor. Further, it is my opinion that the said Grant Agreement constitutes a legal and binding obligation of the Sponsor in accordance with the terms thereof.

Dated at MANCHESTER NH (location) this 20th day of AUGUST, 2015.

By: [Signature]
(Signature of Sponsor's Attorney)

¹ Knowingly and willfully providing false information to the Federal government is a violation of 18 U.S.C. Section 1001 (False Statements) and could subject you to fines, imprisonment, or both.