

The TOWN OF NORWOOD Commonwealth of Massachusetts

NORWOOD AIRPORT COMMISSION

Mark P. Ryan, Chairman

Michael Sheehan, Vice Chairman

John J. Corcoran

### NORWOOD AIRPORT COMMISSION

### POSTING

NOTICE IS HEREBY GIVEN THAT A PUBLIC MEETING OF THE NORWOOD AIRPORT COMMISSION WILL BE HELD:

DATE: Wednesday, October 27, 2021

TIME: 3:30 p.m.

PLACE: Norwood Airport Commission Meeting Room 111 Access Road Mark C. Welch Administration Building (Building #9) Norwood, MA 02062

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The Chair reserves the right to call items on the agenda out of order. The listing of matters is those reasonably anticipated by the Chair which may be discussed at the meeting at least forty-eight (48) hours prior to the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law. Items listed for executive session may be discussed in open session, in addition to or in lieu of discussion in executive session.

#### **1. PROJECTS**

• AIP project update: DuBois & King

#### 2. MINUTES

• 9/8/21 regular business meeting

#### 3. AIRPORT MANAGER'S REPORT

#### 4. OLD BUSINESS

- Initial commercial permit, FY 2022, *Blue Hill Helicopters* (BHH)
- Airport Commissioner position description

#### 5. NEW BUSINESS

- Selection of airport engineer
- AIP No. 3-25-0037-039-2020, FAA payment request #5 (final)
- FAA project worksheet for runway 10-28 and taxiway C construction

#### 6. CORRESPONDENCE:

- MassDOT application for assistance, runway 10/28 and taxiway C
- Advertisement for airport engineering services
- AIP No. 3-25-0037-039-2020, FAA payment request #5 (final)
- Airport Commissioner position description with edits
- Notice to proceed, C. Naughton Corporation
- 9-22-21 letter from R. Maguire to Community Preservation Committee, to request funding for playground
- Mass. Airport Management Assn. brief sheet on proposed landing fee bill
- 9-15-21 Tuckamore Aviation Corporation re: fuel servicing vehicle
- DuBois & King proposal for engineering services
- FAA project worksheet for runway 10-28 and taxiway C construction

#### 7. EXECUTIVE SESSION

Purpose 3 for executive session (M.G.L. c. 30A, § 21(a)(3)) – To discuss strategy with respect to litigation if an open meeting may have a detrimental effect on the litigating position of the Norwood Airport Commission: *Boston Executive Helicopters, LLC* v. Town of Norwood et al., U.S. District Court-Massachusetts Civil Action No. 1:15-cv-13647-RGS.

• 9/8/21 executive session minutes

## AIRPORT COMMISSION MEETING REGULAR BUSINESS MEETING September 8, 2021

#### In Attendance:

Commissioners: Mark Ryan, Chairman; Michael Sheehan, Vice Chairman; John Corcoran; Russ Maguire, Airport Manager

#### Meeting Called to Order: 3:30 PM

NCM, Matt McDonald from Norwood Record and Chris Donovan from BEH are recording this meeting.

#### PROJECTS

• AIP Project update, DuBois & King, Mark Goodrich

The environmental assessment permit has been submitted to MassDEP. The wetland variance permit is scheduled to be submitted to MassDEP early October.

Construction Relocation of Taxiway D and removal of tree obstruction is scheduled to start construction the first week in October. There will be a pre-construction meeting with the contractor and airport in the next couple of weeks.

#### MINUTES

• 8/1/21 Regular Business Meeting

On a motion by Mr. Sheehan and seconded by Mr. Corcoran, the Commission voted 3/0 by roll call to approve the minutes with corrections made.

Mr. Sheehan: Yes

Mr. Corcoran: Yes

Mr. Ryan: Yes

#### **AIRPORT MANAGER'S REPORT**

Mr. Maguire discussed a special event called Wing and Wheels on October 16, 2021, 10:00-1:00 p.m. The airport is working in conjunction with the Recreation Department and Flight Level. The airport will be fully operational during the tours. There will be games for children as well in the upper parking lot. There is online registration on the Recreation Department website.

On a motion by Mr. Sheehan and seconded by Mr. Corcoran, the Commission voted 3/0 by roll call to approve the Airport Manager's Report.

Mr. Sheehan: Yes

Mr. Corcoran: Yes

Mr. Ryan: Yes

#### **OLD BUSINESS:**

Initial commercial permit application, FY 2022, Blue Hill Helicopters (BHH)
 On a motion by Mr. Sheehan and seconded by Mr. Corcoran, the Commission voted 3/0 by roll call extend the 2021 permit until the next meeting of the NAC.
 Mr. Sheehan: Yes
 Mr. Corcoran: Yes
 Mr. Ryan: Yes

Airport Commissioner position description
 On a motion by Mr. Sheehan and seconded by Mr. Corcoran, the Commission voted 3/0 by roll call to forward the final draft to the General Manager.
 Mr. Sheehan: Yes
 Mr. Corcoran: Yes
 Mr. Ryan: Yes

• MassDOT grant application for site work improvements Mr. Maguire updated the Commission. The project is going to be included in the Town Meeting request on behalf of the Airport Department to get the local share for the project. Hopefully the Airport will get the 80% share from MassDOT. The total cost is \$247,500; local share is \$49,500.

#### **NEW BUSINESS**

• Southern Airways, service change

Mark Cestari from Southern Airways discussed the new schedule of flights. There will now be year-round daily flights from Norwood to Nantucket. Mr. Cestari also discussed future plans of Southern Airways at Norwood Airport.

#### CORRESPONDENCE

- BHH commercial permit application materials
- Airport Commissioner position description with Anderson Kreiger edits
- MassDOT grant application for site work improvements
- Norwood Airport capital improvement plant, updated

On a motion by Mr. Sheehan and seconded by Mr. Corcoran, the Commission voted 3/0 by roll call to file the correspondence.

Mr. Sheehan: Yes Mr. Corcoran: Yes Mr. Ryan: Yes On a motion by Mr. Sheehan and seconded by Mr. Corcoran, the Commission voted 3/0 by roll call to adjourn for the purposes of Executive Session for Purpose 3 to discuss strategy with respect to litigation, if an open meeting may have a detrimental effect on the litigating position of the Norwood Airport Commission: Boston Executive Helicopters, LLC v. Town of Norwood et al., U.S. District Court – Massachusetts Civil Action No 1:15-CV-13647-RGS;

The open session and executive session will be adjourned at the end of the executive session meeting.

Mr. Sheehan: Yes Mr. Corcoran: Yes Mr. Ryan: Yes

Adjourned for the purposes for Executive Session at 3:57 p.m.

The minutes of the NAC will be published on the Town Website.

#### MEETING ADJOURNED: 4:11 PM

#### NORWOOD AIRPORT COMMISSION SOLICITATION FOR PROFESSIONAL ENGINEERING SERVICES

The Norwood Airport Commission (NAC) is seeking to engage a qualified consultant engineering firm to perform airport planning, design and construction engineering services for all phases of airport development and improvements covering the thirty-six (36) month period from October 6, 2021 through October 6, 2024. An example of projects being contemplated during that period includes, but is not limited to, the following:

- 1. Re-construction of Runway 10/28
- 2. Taxiway C re-alignment
- 3. Perimeter/wildlife fence installation

The total cost for planning, design and construction efforts associated with these projects is estimated to be \$12.4 Million.

All engineering firms to be considered will be required to coordinate and assist the Commission in maintaining and updating the federal and state DBE/MBE program for engineering and construction projects on the Norwood Airport.

Firms having expertise in airport planning, design and construction engineering supervision are invited to submit a letter of interest and proposal to:

Purchasing Department Norwood Town Hall 566 Washington Street, 3<sup>rd</sup> Floor Norwood, MA 02062

Questions may be directed to: Catherine Carney at (781) 762-1240, extension 6036. Firms responding to this invitation no later than 11:00 A.M. October 14, 2021 will be considered for selection. An original and eight (8) copies of the proposal as well as a thumb drive or CD with a copy of the proposal are to be sent and will be accepted in the Office of the General Manager, Town Hall, Room 27, until 11:00 A.M. on October 14, 2021, at which time the names of the proposers will be read. Proposals are to be sealed in an opaque envelope and marked "Engineering Consultant Services for Airport –**NAC-22-02**".

The response must include the following information:

- 1. Name, description, and size of firm;
- 2. Location of home office and offices from which airport work will be accomplished;

- 3. Description of firm's airport consulting services (identify whether these services are routinely performed in-house or by sub-contractor);
- 4. A brief explanation of recently completed airport projects, including names, addresses and phone numbers of references associated with each of the projects;
- 5. How much and what type of environmental documentation has the firm produced;
- 6. Resumes of personnel utilized in airport projects. The list of resumes must include staff engineers, project managers and company officers;
- 7. Data on firm's affirmative action practices;
- 8. A statement, certification or practice indicating if the firm is to utilize minority and/or women-owned sub-consultant firms in completing their airport projects;
- 9. Provide any additional comments which you believe may be pertinent to your firm's consideration by the Commission;

Consideration for selection of a firm for an interview with the NAC will be based on the NAC's evaluation of the above. The fee for individual projects is to be negotiated with the Airport Commission.

Subject to the concurrence of the FAA and Massachusetts Department of Transportation (Aeronautics), the Norwood Airport Commission will select a firm for the thirty-six month period under consideration, which, in the Commission's judgment, best serves both the Norwood Airport and the public interest.

BY: Mark P. Ryan, Chairman Norwood Airport Commission

Norwood Record 10/7/21 Town of Norwood Website 10/5/21

Bill To: Town of Norwood P.O. Box 40 Norwood, MA 02062 ATTN: C. Carney (781) 762-1240, x6036

# NORWOOD MEMORIAL AIRPORT

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*Request for Proposals October 21, 2021* 

Norwood Airport Commission Engineering Consultant Services for Airport – NAC-22-02

DuBois & King, Inc.



327564X October 21, 2021

Purchasing Department Norwood Town Hall 566 Washington Street, 3rd Floor Norwood, MA 02062

#### Re: Engineering Consultant Services for Norwood Airport - NAC-22-02

Dear Commission Members:

Enclosed please find one original, eight copies, and a thumb drive of DuBois & King's (D&K) statement of qualifications to provide airport planning, design, and construction engineering services for the Norwood Memorial Airport (Airport). D&K has provided professional services to the Norwood Airport Commission (NAC) since the onset of our relationship in 2007 and is dedicated to a continuation of services. D&K's knowledge of the Airport, FAA design standards, specifics of Airport projects and how each project serves the overall goals of the Airport's Capital Improvement Plan, and our record of successful project completion demonstrates the strength of the partnership between the NAC, the Airport Manager, and the D&K team.

The D&K team has diligently offered the NAC proactive technical guidance and leadership, insight, regulatory/ grant administration, and construction phase services. D&K values our partnership and the professional and personal relationships that have developed with the NAC and airport staff.

Our experience with the projects outlined in the recently approved Master Plan Update enable D&K to continue to serve the NAC. The innovative alternatives provided by D&K in the Master Plan Update, including the realignment of Taxiway C to provide space for a solar array, reduced primary surface area to allow for the development of new hangars, and a deicing area with a glycol collection system, set us apart from the competition. We will continue to be a knowledgeable, attentive, and hard-working partner able to interact, on behalf of the Airport, with entities responsible for funding, regulating, and constructing Airport initiatives.

We acknowledge receipt of Addendum #1, dated October 12, 2021, correcting the bid opening date to October 21, 2021.

We greatly appreciate the opportunity that the NAC has provided to D&K. We value the trust you have placed in us and are committed to providing the best possible service. If you have questions, or require additional information, please contact me at (603) 637-1043 or at jadler@dubois-king.com.

Sincerely,

DuBois & King, Inc.

Jeffrey A. Adler, P.E. Project Manager

15 Constitution Drive, Suite 1L, Bedford, New Hampshire 03110 | (603) 637-1043 | http://www.dubois-king.com



## **Project Understanding**

Through our 14 year relationship with the NAC, D&K has gained our understanding of the needs and challenges of the Norwood Memorial Airport and its environment. D&K Senior Airport Staff have designed and implemented Capital Improvement Plan (CIP) projects at the Airport. Project Manager Jeff Adler, PE, and Senior Airport Engineer Mark Goodrich, PE, have personally designed and observed the Airport's projects, and the relationship they have developed with the NAC is a result of personal interest, dedication, and hard work, which will characterize their continued partnership with the NAC. D&K will provide NAC with continuity in the services we provide the NAC, keeping Jeff in his position as Project Manager, Senior Airport Engineer and Mark in his role as Senior Airport Engineer. D&K will continue to coordinate resident engineering and construction phase services.

DuBois & King has been a resourceful ally to the Airport, assisting with the development and preparation of the Disadvantaged Business Enterprise (DBE) Plan and the Airport's CIP. D&K has evaluated revenue-generating facilities, such as hangar development and fuel facilities on Airport property. Our team has supported the Airport by evaluating infrastructure after significant weather events, including when over 20 inches of rain fell during construction of the Taxiway A Realignment project. It took a combined effort of D&K, the Airport, and the contractor to overcome the flooding and erosion control issues and bring the project to fruition.

The RFQ outlines Airport development and improvement projects covering a 36-month period set forth in D&K's recently-approved Master Plan Update.

**The Full Reconstruction of Runway 10-28** will reconstruct an aging runway and reduce maintenance expenses associated with crack repair.

**The Taxiway C Realignment** will resolve a direct connection from the apron to the runway and will bank wetland credits, which can be used for future development projects.

**The New Wildlife/Perimeter Fence** will replace the fencing, which is in disrepair and allows wildlife to easily enter the Airport, creating a safety hazard.

## Approach

D&K's approach to professional planning, engineering, and construction phase services is built upon our successful tenure as Norwood Memorial Airport's resident multidisciplinary engineering firm. Our project leaders have a proven track record of development and implementation of projects pursuing the NAC's vision for the Airport, as well as a working relationship with key individuals within the FAA and MassDOT.

D&K's environmental documentation team will continue to work alongside the NAC and subconsultants Epsilon Associates and Credere Associates, LLC. Epsilon Associates is an expert in NEPA documentation, wetland permitting, and wildlife evaluation. Credere Associates, LLC, a DBE, will support geotechnical investigation and construction materials testing. These professionals will be key in Norwood Memorial Airport's ability to meet environmental and permitting requirements.

A discussion demonstrating our understanding of the issues surrounding the upcoming Norwood Airport improvement projects over the next several years follows.

**Full Reconstruction of Runway 10-28.** Runway 10-28 was last fully reconstructed in 1995. The pavement has exceeded its life

expectancy and is in need of replacement. Based on a recent report by MassDOT, we understand the pavement condition index (PCI) of the runway is 47, indicating that the pavement is in need of immediate reconstruction.

Runway 10-28 is 4,000 feet long by 35 feet wide, and approximately 3,500 linear feet are in need of reconstruction. The runway is the crosswind runway and currently unlit, only serves daylight operations. D&K designed the reconstruction of 400 feet of the runway in 2010. A portion of the full reconstruction of Runway 10-28 will occur within Runway 17-35 safety area. D&K has worked with the Airport to develop

construction, safety, and phasing plans that limit impacts to Airport operations.

"The Plymouth Airport has tackled several very challenging projects and I feel very strongly that much of the success of the Plymouth Airport can be directly attributed to the work of D&K."

> Thomas Maher, Airport Manager Plymouth Municipal Airport



Taxiway C Realignment. The alignment of Taxiway C does not currently comply with the FAA design standards for taxiways and aprons to help prevent runway incursions via direct access to a runway from an apron. As part of the recent Master Plan Update, D&K evaluated several options for shifting Taxiway C and has selected a preferred alternative to suit the needs of the Airport. D&K and Epsilon Associates are currently in the process of developing the environmental permitting for this project, which includes an EA and a variance through MassDEP. Our working relationship with Lisa Rhodes and Tom Maguire at MassDEP Boston will help resolve issues and expedite the permitting process. Timing is critical for this project, and we are prepared to move directly from permitting to design/construction to enable construction for 2022.

Since the Airport has largely developed its available property, one of the benefits of the realignment is the possible banking of wetland credits for future development.

**Installation of a New Wildlife/Perimeter Fence.** The Norwood Airport is encompassed by approximately 20,000 linear feet of wildlife and security fencing. A large portion of the fencing is located in the wetlands and floodplains that surround the Airport, making it difficult to maintain and repair. Regular flooding has caused significant damage to the fence, creating numerous holes. Deer, coyotes, and other animals are routinely observed inside the fenceline, presenting a hazard to aircraft.

D&K has been working with Airport staff to identify areas where the fence may be relocated in order to make it less prone to damage and easier to maintain. D&K was successful in petitioning the FAA to right-size the width of the Airport's primary surface, which will allow some of the fenceline to be moved to dry ground.



D&K has identified a new location for the perimeter fence and realignment of Taxiway C, which will bank wetlands credits to allow for future development.

The installation, replacement, and repair of the fence requires an environmental permitting phase, and D&K is currently completing the permitting effort for the fence, which will move this project into construction.

## **Firm Description**

Established in 1962, DuBois & King provides multidisciplined planning, engineering, and construction phase services to municipal, state, and federal clients. D&K has offices in Bedford and Gilford, New Hampshire, and Vermont, New York, and Maine. The firm employs over 120 professional engineers, surveyors, technicians, environmental and permitting specialists, wetland scientists, landscape architects, and support personnel. D&K has a dedicated aviation division, specializing in in planning, design, and construction phase services for general aviation airports.

The ability to call upon D&K's in-house resources reduces communications and costs associated with subcontracting. D&K employs professionals with experience in the following disciplines:

- Civil/Site Engineering
- Environmental Documentation & Permitting
- Mechanical Engineering
- Electrical Engineering
- Structural Engineering
- Public Works and Facilities
- Water/Wastewater Engineering
- Environmental Engineering
- Transportation Planning and Engineering
- Natural Resources
- Construction Phase Services
- Wetlands
- Landscape Architecture
- Hazardous Materials

## **Home Office**

DuBois & King's home office is in Randolph, Vermont. D&K Senior Project Manager Jeff Adler, PE, will function as the Project Manager and Principal Point-of-Contact for the NAC. Jeff is based in our Bedford, New Hampshire, office, and can be reached at (603) 637-1043 or jadler@dubois-king. com. Services for the NAC will be provided from the firm's Bedford office.

Norwood Airport Commission Engineering Consultant Services



## **Airport Consulting Services**

DuBois & King has been serving municipal airports for more than 30 years. The firm offers in-house planning, survey, environmental services, design, and construction phase services for aviation projects throughout New England. The D&K aviation team serves our clients from our Bedford office with in-house support from engineers, planners, permitting specialists, construction specialists, and support staff. D&K is familiar with the requirements and guidelines contained in the latest editions of FAA Advisory Circulars for airport design and has provided solutions for a diverse range of airport engineering projects requiring expertise in survey, natural resource inventories, permitting, airport planning and development, and civil, structural, and mechanical, electrical, and plumbing engineering. The D&K team has an experienced airport manager, a fixed and rotary wing commercial pilot, an air traffic controller, an FBO operator, and an airport property manager on staff. D&K team members serve and support our clients in the pursuit of economic and environmental sustainability.

D&K airport projects range in size from small airport property release submissions and grant writing to multimillion dollar discretionary airport runway, taxiway, and apron developments. In September 2021, D&K designed, permitted, and began construction of an aviation fuel farm in Machias, Maine. D&K provided planning, design, permitting, and construction observation services for a 100% FAA-funded extension of Runway 14/32 at the Stephen A. Bean Municipal Airport in Rangeley, Maine.

Other current projects include hangar development at the Greenville Municipal Airport in Maine and the construction of a new terminal building in Bishop, California, in support of an United Airlines inaugural flight scheduled for December 19, 2021. D&K staff have experience providing hangar construction; runway, taxiway and apron preventative maintenance, rehabilitation, and reconstruction with markings; obstruction analysis, mitigation and

### **Continuity of Service**

Based in D&K's Bedford office, Project Manager Jeff Adler, PE, will continue to be the Primary Point-of-Contact with the NAC and support Airport projects as D&K's Lead Airport Engineer. Mark Goodrich, PE, will continue to support Norwood as D&K's Senior Airport Engineer. Jeff and Mark have been providing services to Norwood since 2007, are familiar with the Airport, and have built strong and successful working relationships with Airport personnel.

removal; airfield maintenance;

security fencing; and AWOS design, installation, and upgrades.

Airport Design Services. D&K employs airport engineers and inhouse staff providing design services for general aviation and commercial service airports. Services include runway, taxiway, and apron design for extensions, repairs, rehabilitation, and reconstruction; airport drainage systems; airport lighting systems ranging from runway and taxiway lighting to box signs, PAPIs, REILs, VASIs, and new electrical vaults; and off-airport lighting and marking, such as hazard beacons. D&K team members have designed ARFF buildings, hangars, heliports for airports, pavement management systems, and runways. D&K has experience working with our clients to plan, permit, design, and construct Runway Safety Areas and other airport improvements; adhere to National





Environmental Policy Act and state-required documentation and permitting; develop business parks; and assist with capital improvement planning and grant administration. Our team has designed grid-tied solar arrays that comply with the FAA glare analysis requirements for on-airport solar installations and are aimed at reducing airport operating expenses.

Airport Planning. D&K's aviation professionals have developed airport master plans, master plan updates, airport layout plans, and planning studies for clients across New England, New Mexico, and California. Planning for the long-term sustainable future of the Airport and its surroundings is a complex process that requires client, local, state, and federal engagement to produce an environmentally-balanced and financially-viable development program for the Airport. Our aim is to assist the growth of the Airport's air transportation system while considering the neighbors' needs. D&K provides leadership in the areas of regional economic development, airport business development, revenue generation, airport operations, airport maintenance and property management, and assistance in prioritizing CIP and non-CIP projects. D&K has experience with airport layout plans, obstruction analysis, land acquisition and property release services, airport lease processes, infrastructure and transportation planning, and environmental impact studies.

Environmental Documentation and Permitting. D&K realizes that, regardless of the size of the project, careful planning, and permitting are required to secure applicable approvals. D&K's aviation planners, environmental documentation specialists, wetlands scientists, field naturalists, surveyors, and GIS specialists are experienced at providing services for environmental documentation and permitting for airport projects. Over the last 10 years, D&K has written over 100 NEPA documents, federal, state, and local permitting, wildlife hazard assessment and mitigation, stormwater permitting, airport underdrain studies, visual assessments, groundwater management programs, hazardous materials, USTs, SWPPPs, etc.

**Building Facilities.** The D&K team includes mechanical, electrical, and plumbing professionals with airport facility design capabilities, including fueling systems, conventional hangars and T-hangars, airport support buildings, terminals, FBOs, business centers, and airport industrial parks. D&K has developed and implemented a number of aviation facility plans tailored to meet our clients' needs. The firm's airport facility design services have included specific aircraft fuel storage requirements, access control considerations, and coordination with TSA and airline staff. D&K team members are experienced at incorporating security and airport operational requirements in airport facilities. D&K recently participated in the design and construction of a new terminal building at the Plymouth Municipal Airport in Massachusetts and is currently working in Taunton, MA, Las Cruces, NM, and Bishop, CA on the planning, design, and construction phase services for new airport terminals.

D&K's MEP staff provide a broad range of mechanical-HVAC engineering services, including HVAC system analysis and assessments, forensic evaluations, commissioning (Cx) and retro-commissioning (RCx) of systems, new facility designs and existing system upgrades, and energy calculations and modeling. Each project is staffed with senior licensed engineers whose experience matches the project's scope, nature, and demands. From small area renovations to largescale HVAC airside and waterside installations, our staff has experience in DDC sequences, system analysis, and commissioning to establish and improve facility operations, combined with a good understanding of ASHRAE guidelines, NFPA requirements, LEED, and federal and state energy code standards.



D&K recently assisted Plymouth Municipal Airport with the construction of a new terminal building.

Our mechanical engineers are also experienced plumbing engineers. Team members' experience includes new systems designs (both municipal and well); water distribution and DWV design; storm drain filtration; and water conservation measures. System assessments and analysis include hot water generator assessments, sizing and distribution analysis, and plumbing system forensic reviews. Specialty systems include gas (both natural and LP) and compressed air systems.

Airport Electrical and NAVAID Services. D&K's in-house electrical engineers include project managers, engineers, designers, and technical staff experienced with providing comprehensive services to design airport electrical systems and electrical design for terminal buildings. D&K professionals perform field investigations, evaluations, and system condition assessments needed to design power,



lighting, communications, and instrumentation systems. D&K electrical engineers can provide the Airport with studies, computer modeling analyses, bid and construction documents, and cost estimates for a wide range of projects. Team members will work closely with owners, architects, and other professionals to develop assessments, recommendations, and energy-efficient designs for new construction and renovation projects. D&K engineers develop electrical structure at airports with a focus on assessment of electrical and communication system needs, decades of practical electrical engineering design expertise, and an emphasis on the reduction of energy usage.

**Construction Phase Services.** D&K's construction professionals act as liaisons between the airports and contractors to facilitate adherence to project design, schedule, and budget. Our in-house professionals provide services for airport projects from bid phase through completion. The firm's construction professionals work closely with the client, contractor, and other project participants to adhere to design intent and permit requirements. Our construction phase services include:

- Bid Phase Administration
- Bid Review
- Resident Engineering
- Review of Submittals/Change Orders Record Maintenance/Field Directives Progress
- Construction Phase Administration
- Budget Reports
- Issuance of Substantial and Final Completion Certificates
- Cost Estimating
- Quality Assurance and Quality Control
- Public Hearings

#### Grant Administration, Funding Assistance, and Airport Capital

**Improvement Plans.** The D&K team provides our clients with project formulation, development of Airport Capital Improvement Plans (ACIPs), secure federal and state grant assistance, and grants administration. D&K has airport grant administrators with extensive experience with MassDOT and FAA grant requirements. D&K grant administrators prepare and track payment requests, vouchers, and other state DOT/ FAA forms that may be required to keep projects within budget. D&K grant administrators are actively involved in our array of aviation services, including airport planning, design, environmental, and construction projects, and work closely with our airport engineers and project managers to coordinate necessary documentation among our clients, contractors, state agencies, and the FAA. **Broad In-House Support Capabilities.** As a multidisciplinary engineering firm, D&K provides other professional services to meet the needs of the Airport. In-house services include:

- Transportation Planning and Engineering (roadways, bridges, sidewalks, traffic, intersections, complete streets, and bicycle and pedestrian facilities)
- Site Design (planning, layout/design, grading, utilities, parking, drainage, stormwater management, permitting and construction administration and observation)
- Environmental Hazardous Material Services (site assessment and remediation, brownfields, petroleum cleanup, regulatory compliance, underground storage tank pulls, remediation and installation permitting)
- Water, Wastewater, Solid Waste (facility planning and design, hydrogeologic analysis, regulatory compliance, new source development, on-site system and municipal systems including collection systems, pumping stations, treatment facilities, distribution systems, and source protection plans)





## **Recent Airpo**

Following is a matrix of r types where D&K has see Descriptions of key repres are included after the mat

#### Select Airports Served by DuBois & King

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Master Plans/Planning Studies • • • • • • • • •	Snow Removal Equipment Purchase/Building	•								•
	Master Plans/Planning Studies	•	•		•				•	•



For the following list of representative projects, D&K provided engineering design services, and resident engineering services.

### **Norwood Memorial Airport**

**Norwood Airport Commission** Russ Maguire, A.A.E., ACE, Airport Manager, 781.255.5615 Norwood Memorial Airport 125 Access Road Norwood, MA 02062-0040

D&K has been Norwood Memorial Airport's Airport Engineer for 14 years. The Airport consists of two 4,000-foot runways and a number of taxiways, aprons, and buildings,



and is situated within an Area of Critical Environmental Concern (ACEC). The Airport is located within the 100year flood plain, surrounded by wetlands and inhabited by endangered flora and fauna. The Airport sees a considerable amount of helicopter traffic. D&K has assisted the Town of Norwood in developing a multi-year Capital Improvement Program to maintain and improve the Airport's infrastructure.

D&K worked with the NAC on several taxiway projects. These included multiple Taxiway A projects, such as the realignment of the Taxiway's north end, the reconstruction of the middle 3,300-foot section of the taxiway, and the environmental permits and preliminary design plans for the reconstruction and realignment of the final 800 feet at the south end of the Taxiway.

Following are descriptions of various taxiway projects developed by D&K:

Taxiway A Realignment, Taxiway D Relocation. D&K performed design, permitting, and construction phase services for the realignment of Taxiway A, making it a parallel taxiway with a standard 90-degree entrance/exit angle. The second portion of the project will relocate a section of Taxiway D. The project will correct the configuration by shifting a short section of Taxiway D 50 feet to the south to address an apron connecting directly to a runway and passing through a parallel taxiway. The design includes pavement geometry, grading, drainage, pavement marking, edge lighting and signage, wetland mitigation, and the use of porous pavement by converting an 0.3-acre existing parking lot to mitigate acres of additional impervious surface resulting from the project. The TW D portion of the project is in the construction phase.



D&K provided design, permitting and construction services for the realignment of Taxiway A.

**Environmental Assessment for Taxiway A Realignment.** D&K developed environmental permits and an Environmental Assessment for the realignment of Taxiway A to resolve safety issues. D&K is developing preliminary plans to limit impacts to sensitive environmental areas.

Environmental services for this project included Environmental Notification Form (ENF), NEPA and MEPA review, Environmental Impact Report, rare species permits (MESA), local, state, and federal wetland permits, wetland replication plans, water quality certification, coordination with Army Corps of Engineers, and archaeological investigation.



D&K's in-house electrical engineers provided services for lighting along the Taxiway A realignment project.

Taxiway A, D, and E Partial Reconstruction. DuBois & King performed design, permitting, and construction phase services for the reconstruction of Taxiway A. The project consisted of the partial depth reconstruction of 3,300 feet of Taxiway A, 300 feet of Taxiway D and 300 feet of Taxiway E. The existing taxiways were reduced in width from 40 feet to the FAA standard of 35 feet. Services included pavement design, pavement geometry, markings, edge lighting, signage, grading, drainage, erosion control measures, construction cost estimation, and construction safety and phasing.

Construction activities were located within sensitive wetland environments. D&K assisted with both state and local permitting, including preparation of MESA and NOI permits with MassDEP, coordination with Natural Heritage and Endangered Species for construction within an Area of Critical Environmental Concern (ACEC), and preparation of a Stormwater Pollution Prevention Plan (SWPPP) for construction.



Taxiway C Reconstruction and Taxiway A Realignment. Taxiway C serves as a full-length parallel taxiway for the crosswind runway, Runway 10-28. Taxiway C was constructed in 1968, and had not been resurfaced since. D&K provided design, permitting, and construction phase services for the Taxiway C Reconstruction. The full length (4,000 feet) of Taxiway C was narrowed from 40 feet wide to the FAA standard of 35 feet wide, reducing stormwater runoff and impervious surfaces within the 100-year floodplain. Included in the project was the realignment of 400 feet of Taxiway A to eliminate an unsafe taxiway configuration.

D&K prepared permits for the project, including MESA, NOI and NOT permits with MassDEP; coordination with Natural Heritage and Endangered Species, and a construction Stormwater Pollution Prevention Plan. D&K performed construction phase services for the Airport.

Additional assignments include:

Technical Master Plan Update. D&K reviewed existing airport conditions, the aviation forecast, and facility needs. The final plan included an evaluation of potential solutions to address extensive land use, environmental and physical constraints, and to increase the expeditious flow of air and ground traffic. The alternatives that D&K presented in the Master Plan were aimed at increasing Airport utilization and revenue while decreasing operating expenses. These alternatives include paving safety areas that increase takeoff and landing distances available, the realignment of Taxiway C that will provide space for a solar array, reducing the primary surface area to allow for the development of new hangars, and a deicing area with a glycol collection system.

Reconstruct Portion of Runway 10-28 (approx. 450 feet by 75 feet) and Remark Runway 28 with a Displaced Threshold. D&K provided project management, design of bituminous concrete pavement, edge lighting, pavement marking, drainage, site grading, and construction observation of a runway reconstruction project. The project included survey and geotechnical investigation, pavement geometry, pavement design, pre-construction and post-construction drainage calculations and stormwater drainage system design, site grading, utility modifications, pavement markings, construction phasing, erosion control measures, quantity take-offs, and construction cost estimates.

**Reconstruction of North-South Taxilane.** D&K performed design and construction services for the reconstruction of a 2,600-foot-by-36-foot taxilane project. Services included the design and as-built surveys, environmental permitting, taxilane design, and construction observation

and administration. Design elements included a pavement design with reclaimed pavement, grading and drainage improvements, edge lighting, and signage and pavement markings. Design also included the evaluation of aircraft tie-down separation from taxilane to increase the number of tie-down spaces. The reconstruction of the taxilane was in close proximity to a sensitive habitat, which required significant environmental permitting for wetlands and endangered species.



### **Plymouth Municipal Airport**

*Plymouth Airport Commission Thomas Maher, Airport Manager, 508.746.2020 Plymouth Municipal Airport 246 South Meadow Road Plymouth, MA 02360* 

D&K has provided planning, design, and construction phase services for projects at Plymouth Airport for over 34 years. Representative projects include:

**Construction of Taxiway E.** D&K provided design and construction services for the reconstruction of a 3,700-footby-35-foot taxiway project. Services included design, asbuilt surveys, environmental permitting, and construction observation and administration. Design elements included pavement design, grading, and drainage improvements, edge lighting, signage and pavement markings, and installation of new electrical equipment in the electrical vault. Reconstruction increased runway and taxiway separation to meet FAA standards.

**Construction of Taxiway S Relocation.** This project included design, construction phase services, and environmental assessment for the relocation of TW S (3350-foot-by-35 foot) to provide



the 240-foot separation from a Group II runway to a taxiway in accordance with the Advisory Circulars. Project elements included wetland and forest impact analysis, runway, taxiway and apron geometric design, pavement marking design, lighting and signage design, grading and drainage design, and generating cost estimates.



D&K's experience with taxiway and runway projects for Massachusetts airports includes Runway 15-33 and Taxiway S at the Plymouth Municipal Airport.

**Construction of Taxiway D.** D&K provided design and construction services for the 1,200-foot-by-35-foot Taxiway D. Services included design, as-built survey, environmental permitting, taxiway design, and construction observation and administration. Design elements included grading and drainage improvements, edge lighting and signage, and pavement markings and design.

**Environmental Assessment/Permitting.** This project involved environmental assessment and permitting for a 1,000-footby-75-foot extension of Runway 33 and 1,000-foot-by-35foot extension of parallel Taxiway S on the western side of Runway 15-33. D&K performed topographical survey and preliminary design of pavement and pavement geometry, markings, edge lighting, signage, grading, drainage, erosion control measures, and construction cost estimation and phasing. D&K prepared Environmental Notification Form (ENF), NEPA, and MEPA, Environmental Impact Report, rare species permits (MESA), local, state, and federal wetland permits, wetland replication plans, applied for water quality certification, coordinated with Army Corps of Engineers, and performed archaeological investigation. The project included FAA and MassDOT Aeronautics grant preparation and project closeout. The taxiway was equipped with medium intensity edge lighting and signage.

**Runway 15-33 Extension.** D&K designed a 1,000-foot extension of Runway 33 and a 1,300-foot extension of Taxiway S. The design included significant environmental permitting for the mitigation of impacts to wetlands and endangered species habitats, which included the acquisition of a wetland variance permit. The design included runway and taxiway edge lighting and electrical vault improvements, runway and taxiway signage, enhanced taxiway centerline marking, surface painted hold signs, installation of a new PAPI system, and 60 acres of obstruction removal and lighting.

Southwest Apron Expansion, Construction of Taxiway A, and Relocation of Access Road. D&K provided design and construction services for a 250-foot-by-230-foot apron expansion, 35-foot-by-2,050-foot taxiway extension, and 4,700 foot-by-24-foot access road relocation and reconstruction project. Services performed include design, as-built survey, environmental permitting, apron design, taxiway design, access road design, grading, drainage improvements, edge lighting and signage, pavement markings, pavement design, and construction observation and administration. Project connected expanded tie-down apron to runway end.

**Airport Security Fencing.** The fencing consisted of 8,350 linear feet of eight-foot chain link fence with three vehicle gates to provide emergency access. D&K upgraded four existing gates to accommodate card readers.

Southwest Area Planning Study and Environmental Permitting.

D&K performed aviation planning, preliminary design, and environmental permitting tasks. The team developed alternatives to determine the most appropriate locations for



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aviation and non-aviation development for the Southwest portion of the Airport over the next five year period. This study refined Master Plan proposals and included layout, siting, and preliminary design of a 9,500-foot access road and critical areas of proposed ILS installation. The study included an updated Airport Layout Plan (ALP) with appropriate supporting environmental documentation. This portion of the study included detailed archaeological field evaluation as required by the Massachusetts Historical Commission.

Other projects D&K has completed at the Plymouth Municipal Airport include:

- Gate 6 Access Road
- Gate 4 Back Taxilane Project
- Construction of a New Apron and Taxiway J and K Extension
- Runway 6 Obstruction Removal and Installation of Obstruction Lighting
- Taxiway S Reconstruction
- Runway 6-24 Extension, Reconstruction, and Lighting
- Reconstructed Main Terminal Apron and Fence
- Runway 24 Safety Area and Northwest Apron Expansion
- Apron and Taxiway Evaluation
- Runway 6-24 Parallel Taxiway Reconstruction
- Runway 15-33 Reconstruction and Safety Area/ Runway Lighting Systems
- Designed Addition of 200 Medium Intensity Taxiway Lights (MITLs)

D&K performed design, permitting, and construction phase services for Runway Safety Area (RSA) improvements to Runway 1-19 including:

**RW 1 Design, Permitting, Bid Phase Services.** D&K led a fast-track (10-month) project to meet the FAA's 2015 deadline and maintain the airport's Part 139 status. The \$10 million project included a 300-foot paved runway extension and a 300-foot EMAS system, 1,300 feet of new Taxiway E, realignment of 380 feet of Taxiway D, a 55-foot-high, two-step reinforced earth retaining wall system, and relocation of the localizers, maintenance road, and sewer force main.

**RW 19 Construction Phase Services.** D&K provided construction administration and observation services to extend the existing 300-foot safety area by an additional 300 feet. The project required the construction of a 30-foot-tall by 300-foot-long segmented retaining wall system and the installation of 250,000 CY of fill material. Construction elements include modifications to the Medium Intensity Approach Lighting System with Runway End Indicator Lights (MALSR).

D&K developed construction safety and phasing plans (CSPP) modifying the original CSPP to extend the length of runway to operational while construction was performed in the safety area. The CSPP was coordinated with construction of the Runway 1 Safety Area Project. Services included full-time observation, monitoring of environmental permit compliance, quality review, and materials sampling and testing.



### **Rutland Southern Vermont Regional Airport**

Vermont Agency of Transportation Christopher Beitzel, Airport Manager, 802.272.7725 Rutland-Southern Vermont Regional Airport 1002 Airport Rd North Clarendon, VT 05759



**Parallel Taxiway A Design.** D&K provided design services for the construction of a full-length parallel taxiway (Taxiway A). The project included the design of the taxiway (4,300 feet by 50 feet), construction of a 690-foot-by-25-foot modular block retaining wall, subsurface drainage system, modifications to the PAPI system, and the installation of a new taxiway lighting and signage system.





### E. F. Knapp State Airport

Vermont Agency of Transportation Christopher Beitzel, Airport Manager, 802.272.7725 E. F. Knapp State Airport 2000 Airport Road Berlin, VT 05641

**Environmental Assessment.** D&K performed an Environmental Assessment in approximately three months to allow this \$6 million ARRA project to move forward. The project involved the construction of a parallel taxiway, reconstruction of runway 5-23, terminal apron reconstruction/expansion, and new runway lighting and signage.

Airport Improvements (NEPA, Bid and Construction Administration, Resident Engineering, Construction Inspection). The Vermont Agency of Transportation (VTrans) utilized DuBois & King to provide services typically provided from within the Agency in order to meet aggressive funding deadlines and fulfill its FAA obligations. D&K prepared the NEPA-EA document and the FAA issued a FONSI within two months, prepared the addenda, and finalized the amendment to the project's funding grant. The project created several firsts for a Vermont state airport project:

- Using D&K's expertise with FAA documents, VTrans used FAA specifications and front end documents rather than VTrans Standard Specifications for Construction with multiple Special Provisions for Airport Construction Projects.
- D&K provided preparation of front end documents, advertising, distribution of plans and specifications, addenda, bid review, preparation of Notice of Award and Notice to Proceed, which are traditionally performed in house by VTrans.
- For the Knapp project, D&K provided the Resident

Engineer, Inspectors, and Administration support to the VTrans Aviation Project Manager and satisfied both VTrans and FAA requirements.

• The US Army Corps of Engineers had significant concerns over the protection of wetlands during construction, considering 200,000 CY of material would be moved, excavated, or placed. D&K prepared a monitoring plan for construction and provided the Environmental Inspector to observe/ report on construction activities, which successfully addressed the USACE concerns.

### **Middlebury State Airport**



D&K recently completed services for VTrans for improvements to full parallel Taxiway A and Runway 1-19 at the Middlebury State Airport.

*Vermont Agency of Transportation Christopher Beitzel, Airport Manager, 802.272.7725 Burlington International Airport 1200 Airport Drive South Burlington, VT 05403* 

**700-Foot Runway Extension with Safety Area Construction.** D&K designed a 700-foot extension to the runway and parallel taxiway, and the reconstruction and widening of 2,500 linear feet of the runway and parallel taxiway, and obstruction removal. D&K provided design services and completion and submission of the following permit applications: Construction and Operational Stormwater, Act 250, Wetlands, and Town of Middlebury Development Review Board Site Plan. Environmental issues included bat habitat, aquifer protection, agricultural soils, and evidence that the project would not cause a net increase in phosphorus loading to Lake Champlain.

Middlebury Airport Runway 1-19 Widening/Extension/Reconstruction and Full Parallel Taxiway A Extension/Reconstruction/Relocation. This project included the construction of a 700-foot runway



extension increasing the runway length to 3,200 feet, a full parallel taxiway, and obstructions removal. D&K provided design services, as well as completion and submission of the following permit applications: Construction and Operational Stormwater, Act 250, Wetlands, and Town of Middlebury Development Review Board Site Plan. Environmental issues included bat habitat, aquifer protection, agricultural soils, and evidence that the project would not cause a net increase in phosphorus loading to Lake Champlain. The full parallel taxiway included the reconstruction of portions of a partial taxiway and construction of the entire, full parallel taxiway, in addition to apron space and tie-down plan.

## **Caledonia County State Airport**

Vermont Agency of Transportation



Christopher Beitzel, Airport Manager, 802.272.7725 E. F. Knapp State Airport 2000 Airport Road Berlin, VT 05641

**Environmental Assessment and Permitting for Obstruction Analysis and** Removal, Reconstruction of RW 2-20 (approx. 60 feet by 3300 feet), Parallel TW (approx. 25 feet by 770 feet), and TW Stubs (approx. 25 feet by 440 feet). D&K prepared an Environmental Assessment and assisted with state and local permitting for the analysis and removal of obstructions and the reconstruction of Runway 2-20, parallel taxiway, and taxiway stubs at the Caledonia State Airport. To comply with FAA regulations and achieve the Airport's goals, the current Airport Capital Improvement Plan included the removal of obstructions from the airfield and a full reconstruction of Runway 2-20, a parallel taxiway, and taxiway stubs. D&K provided design services and prepared environmental documentation, including an EA, as required by the National Environmental Policy Act, USACE 404 permit; Vermont Act 250 permit, NPDES construction stormwater permit, including an Erosion Prevention and Sediment Control plan, stormwater discharge permit and updating the airport's SWPPP, and local permitting.

**Caledonia County State Airport Lighting.** D&K provided design and permitting for Airport lighting system, including mediumintensity runway system for a 3,300-foot runway, mediumintensity taxiway lighting for a 1,600-foot taxiway system, hold and guidance sign system, runway end identification lights, Precision Approach Path Indicator, rotating beacon, electrical vault, and three off-airport hazard beacons. Performed an airspace analysis to evaluate penetrations to Part 77 surfaces.

#### Obstruction Lighting, Runway Reconstruction, and Parallel Taxiway.

D&K provided management, design, and construction observation of obstruction lighting project and reconstruction of runway 2-20 and 3,300 linear feet of parallel taxiway. Tasks included coordination with survey and geotechnical subconsultants, pavement geometry, drainage calculations and stormwater drainage system design, site grading, utility modifications, pavement markings, bituminous concrete pavement design, construction phasing, erosion control measures, quantity take-offs and construction estimates, construction supervision, and project management. D&K performed associated Vermont Act 250 and stormwater discharge permits. D&K coordinated preparation of Categorical Exclusion Document in accordance with NEPA requirements.

D&K has been conducting environmental documentation for airports and other entities for more than 50 years. In the past 10 years, D&K has prepared over 100 NEPA documents for





## **Environmental Documentation**

our clients. To meet local, state, and federal requirements, D&K's airport engineering team has worked with the MassDOT Aeronautics Division, the US Environmental Protection Agency, and the USACE on a variety of challenging environmental projects over the past 30 years.

D&K has provided environmental services for our projects at Norwood. D&K has conducted preliminary design improvements for permit applications for the realignment of Taxiway A and relocation of Taxiway D for the NAC. Permits required for the project included a wetland variance permit, Environmental Assessment, Massachusetts DEP Stormwater permit, and USACE permits.

As previously indicated under Item 3, Description of Airport Consulting Services, D&K provides the following environmental documentation services:

- Environmental Impact Statements
- Environmental Assessments
- Visual Resource Assessments
- Wetlands Delineations, Evaluations, and Permitting
- Critical Areas Identification and Mapping
- Threatened and Endangered Species
- Water Quality Studies
- Aquifer Protection Plans
- Regulatory Guidance
- Biomonitoring Terrestrial and Aquatic
- Data Inventory, Compilation, and Analysis
- Computerized Mapping Base Maps

In addition to environmental documentation and permitting services for the NAC, D&K provided environmental permitting for a project at the Plymouth Municipal Airport, which involved the development of the southwest quadrant of the airport. This involved the submission of an Expanded Environmental Notification Form for submission to NEPA, an Environmental Assessment, and wetland permitting through the Massachusetts Department of Environmental Protection. This project also involved extensive coordination with FAA Airport Flight Standards and Flight Procedures.

D&K conducted the environmental documentation for the Muddy Brook Wetland site at Burlington International Airport (BTV). The site, designed by D&K, restored 4.9 acres of degraded upland habitat, 12.5 acres of degraded wetland habitat, and created 2.9 acres of marsh from existing upland within the context of a 49-acre parcel (including 21 acres of high quality forested wetland, shrub wetland, upland forest, and 1,200 linear feet of Muddy Brook Corridor.) The site design was reviewed by the FAA, the US Army Corps of Engineers, and the State Wetlands Office. D&K provided resident and basic services to BTV during the construction phase of the project, and provided monitoring/reporting over the five year establishment period.

D&K will continue to provide all necessary services associated with environmental documentation at Norwood Memorial Airport.



Rebekah Carmichael, Former Airport Manager Stephen A. Bean Municipal Airport Rangeley, ME

technical and operational perspective."

D&K team members regularly provide permitting, wetland, and natural resource services for our airport clients.







## **Project Team**

D&K offers NAC the continuity of services from a team familiar with Norwood Airport Staff and the special needs of the Airport. Our highly qualified team brings extensive municipal airport engineering experience to Norwood Memorial Airport, including planning and engineering and the FAA regulatory, construction, and administrative knowledge critical to the successful funding and implementation of projects.



#### JEFFREY ADLER, PE, PROJECT MANAGER/ LEAD AIRPORT ENGINEER, is the

primary contact person for Norwood Memorial Airport. As a project manager and lead airport engineer for airport planning and engineering projects, he is a key team member on our team for NAC. He has been NAC's project manager for 14 years and

utilizes 38 years of aviation experience and knowledge. Jeff coordinates with the FAA, MassDOT, and the Town. He has managed a diverse range of projects, including taxiway reconstruction, runway reconstruction, property acquisition, and environmental permitting.



MARK GOODRICH, PE, SENIOR AIRPORT ENGINEER is responsible for the design and construction phase of projects. During D&K's tenure with the NAC, Mark has been involved in the design, construction administration, and resident engineering services. His role includes management of D&K's aviation staff, observation of construction

phase services, and coordination with subconsultants. Mark has 25 years of airport engineering experience on projects throughout the United States.



#### GUY ROUELLE, AAAE CM, PRINCIPAL-IN-

**CHARGE**, has 37 years of experience in the design, management, and budgetary responsibility for projects involving aviation, land development, utility, and environmental permitting. His experience encompasses air traffic control, airport operations, flight operations, airport design, navigational aid design, installation and operation, Terminal Enroute Procedures, energy conservation, and federal, state, and local environmental permitting. As the State of Vermont's Aviation Administrator, Guy provided oversight of stateand federally-funded airport engineering, permitting, and construction phase projects. He was ultimately responsible for the execution and distribution of design and construction contracts, as well as compliance with federal, state, and local permits and regulations. Guy provided oversight of the entire State of Vermont aviation property management program, including 270+ airport leases. Guy recently conducted an update to the Norwood Memorial Airport's Master Plan.



#### **ROSS TSANTOULIS, PE, SENIOR ENGINEER,**

has 11 years of civil and environmental engineering experience. Ross is experienced in stormwater management, hydraulics, and hydrology. His project experience includes design services for airfields, U.S. Army facilities, dam reconstruction, wastewater facility upgrades, utility

upgrades, stream crossings, stormwater hydraulics and hydrology, fish passages, and mixed-use commercial developments. He has supported construction phase services for environmental assessments and runway projects at the Stephen A. Bean Municipal Airport in Rangeley and at Plymouth Municipal Airport.



#### **CHRIS SARGENT, AICP, CFM, SENIOR**

PLANNER, has 20 years of experience in community planning with expertise in municipal planning and government, zoning regulation, permit analysis, facilitation, and public process. He has experience working on airport master plans. He has worked with over 20 communities to

develop their own municipal vision for the future. Chris has managed the development of long-range regional planning policy, including land use, natural resource protection, and energy. He has assisted multiple municipalities with local planning including zoning, flood hazard, and subdivision regulations, and assisted state agencies with the development of land use and energy planning policy that guides regional and municipal renewable energy planning. As a Community Planner, Chris has a firm understanding of planning,



permitting, and public process for the development of transportation projects. Chris recently assisted with updating the Norwood Memorial Airport's Master Plan.

JENNIFER RICCIARDI, SENIOR AIRPORT

PLANNER, has 22 years of experience in the Aviation industry. She has extensive experience in airport management, operations, and maintenance. As a regular airport user, flight instructor, and former Cape Air and charter pilot, Jen will bring her vast

knowledge and understanding of airports throughout the Northeast to each Norwood project. While managing six of Vermont's ten state airports, Jen provided oversight for projects ranging from runway and taxiway construction to obstruction removal, avigation easements, and the development of vegetation management plans. Her experience includes lease execution, contract agreements, fuel farm installations, and airport system plans.



#### ERIC MONKEWICZ, LPA, CIVIL DESIGNER,

has experience in the design of surface and air transportation infrastructure, water lines, storm sewer, sanitary sewer, and detention and retention ponds. Eric is a Senior Designer who brings experience in CAD design, Autodesk, AutoCAD, Civil

3D, Revit, Autodesk Inventor Pro, and MicroStation. He is a Certified EMT and Medic for the US Army National Guard.



#### **JANICE SEBEK, FAA GRANTS**

ADMINISTRATOR, has 27 years of experience preparing MassDOT and FAA grant applications and pay reimbursements. She is familiar with the forms, area of accounting, cross checks, and federal and state processes related to grants. Janice coordinates with

staff at these agencies to validate paperwork flow and to verify status of payments.



#### CHARLOTTE BRODIE, CWS, FIELD NATURALIST/WETLAND SPECIALIST, is

an interdisciplinary field scientist trained in environmental evaluation, interpretation, and monitoring. With 32 years of experience, Charlotte specializes in wetlands analysis, threatened and endangered species, natural areas, wildlife habitat assessment, monitoring,

and habitat compensatory mitigation. Her airport project experience includes natural resource assessment and support of environmental documentation at the Stephen A. Bean Municipal Airport in Rangeley, wetland mitigation services at the Burlington International Airport, and wetland delineation and mapping at Norwood Memorial and Newport State Airports. She provided construction observations for environmental improvements at the E. F. Knapp State Airport and Rutland's RW 19 RSA projects.



#### RANDY OTIS, LS, CHIEF OF SURVEY,

has 20 years of experience in boundary and topographic surveying. The head of D&K's Survey Department, Randy has performed survey services for municipal, state, private, and public clients throughout New England and New York. His specific experience includes

performing topographic and boundary surveys, right-of-way determination, monumentation, stakeout, boundary research and plats, and deed preparation and research. For D&K's project at the Stephen A. Bean Airport in Rangeley, ME, Randy managed the topographic survey for a runway and taxiway extension, including hangars and apron expansions. He has led survey services for a number of topographic survey assignments on successive aviation retainer contracts in Vermont and Massachusetts.



## **Subconsultant Partners**

D&K uses subconsultant partners to provide materials testing, survey, and environmental support services for airport clients. D&K has developed relationships with a number of DBE-certified firms. Following are subconsultant partners that D&K anticipates using for Airport projects. D&K will communicate with Norwood for consensus prior to utilization of subconsultants.

**EPSILON ASSOCIATES (EPSILON)** specializes in securing environmental approvals for real estate, energy, and infrastructure development projects for public and private sector clients. Epsilon's principals and senior staff cultivate and maintain constructive working relationships with federal and state agencies to provide effective advocacy for our clients. Epsilon's 40 engineers, environmental scientists, and planners provide clients with excellence in technical and regulatory specialties. Services include air quality analysis, wetlands, noise impact analysis, water quality, cultural resources, hydrogeology, coastal geology, rare species, MEPA/ NEPA documentation, Boston Article 80 and other local zoning approvals, Chapter 91 licensing, and GIS analysis. Epsilon frequently performs environmental permitting for NAC projects.

**CREDERE ASSOCIATES, LLC**, is an SBA-certified 8(a) and DOTcertified Disadvantaged Business Enterprise (DBE) in Massachusetts, Maine, and New Hampshire, and a selfcertified EDWOSB/WOSB firm. Credere will support Norwood projects with geotechnical investigation and analysis services. The firm will provide subsurface exploration, including borings and materials analysis. During construction, Credere will provide construction materials testing, including compaction of gravel materials and pavement.

> "On behalf of VTrans, I wanted to take a moment to congratulate and thank the DuBois & King team for the monumental effort in assisting the Agency with improvements at the Rutland Airport...Your firm came through beyond our expectations...DuBois & King stepped up to the challenge and demonstrated commitment and resourcefulness by mobilizing your resources to meet our schedule demands."

> > Christopher Beitzel, State Airport Manager, VTrans





## **Affirmative Action**

D&K has a long history of supporting equal opportunity employment. It is the policy of D&K to comply strictly with Executive Orders 11246 and 11375, their amendments, and applicable laws providing for equal employment opportunity for our employees and applicants for employment.

We will not discriminate against employees or applicants for employment because of race, color, religion, national origin, sex, sexual orientation, gender identity, disability, or being either a disabled veteran or a veteran of the Vietnam era. This legal and moral obligation of the Firm not to discriminate includes, but is not limited to, the following personnel actions:

- Advertising Training
- Recruitment Upgrading
- Hiring Pay Rates
- Placement Fringe Benefits
- Transfer Layoff
- Termination Demotion

D&K also maintains an appointed Equal Employment Opportunity Officer whose responsibility is to implement a positive program of affirmative action designed to secure for permanent and temporary staff truly representative numbers of minority workers. "Over the years, D&K has proven so very talented at navigating the Local, State, and Federal agencies and their rules and regulations. I have always known D&K is looking out for the Plymouth Airport's best interest. In our experience. D&K "gets it done" professionally, efficiently, with grace, on time and on budget. D&K has that direct experience with the State and Federal decision makers that D&K has the strong reputation of getting projects done."

> Thomas Maher, Airport Manager Plymouth Municipal Airport

## Minority- and Women-Owned Subconsultants

Over the years, D&K has developed strong working relationships with several DBE and WBE businesses that have become important team members working with us on both Norwood and Plymouth Airport projects. Credere Associates, LLC, is a Woman-owned Business Enterprise (WBE) that has provided subsurface and construction material testing and supported geotechnical projects, and will continue to support us under this contract.

## **Additional Information**

## **Regulatory Knowledge**



Federal Aviation Administration. The D&K airport engineering team has worked with all of the staff at the Burlington FAA in

Massachusetts, including John Merck, Richard Doucette, Michelle Ricci, Jorge Pantelli, and Lisa Lesperance, on advancing our clients' projects. Our location in Bedford, 40 miles from the Burlington, Massachusetts office, facilitates hand deliveries and "drop-off" visits to maintain critical communication between the Norwood Memorial Airport's interests the staff at FAA.

D&K brings extensive administrative services to Norwood Airport Commission to assist with:

- Grant application preparation and submission.
- Clarification of special grant conditions.
- •Grant execution and issuance of contractor award notices.
- Preparation of contractor pay requisitions.
- FAA/Client liaison for change orders, grant amendments, and project eligibility for FAA participation.
- Preparation of FAA project closeout checklists involving project certification as to payroll records, materials quality control, punch list completion, and total project completion certificates.
- FAA coordination to verify receipt of final project documentation.



The D&K airport engineering team has been successful at estimating and requesting grants from the FAA, and in submitting accurate grant applications and securing funding for airport projects.



D&K Principal Guy Rouelle, AAAE CM, managed the Rutland-Southern Vermont Regional Airport for over 8 years. D&K team members have secured over \$87,000,000 in airport capital funding for our clients in the last eight years.

MassDOT Aeronautics. D&K has maintained a working relationship with state aeronautics for the past 20 years. For many years, we have worked closely with the staff, in particular, Administrator Jeffrey DeCarlo, Manager of Planning Denise Garcia, Manager of Engineering Owen Silbaugh, and Airport Planner Stephen Rawding.

Norwood Conservation Commission. D&K has developed a good working relationship with the Norwood Conservation Commission. We have worked through four projects with them and have received approval with no changes.

## **Letters of Recommendation**

Letters regarding D&K's services for airport engineering follow.

TOWN OF PLYMOUTH

OFFICE OF

## PLYMOUTH AIRPORT COMMISSION

Plymouth Airport 246 South Meadow Road Plymouth, Massachusetts 02360

(508) 746-2020

COMMISSIONERS: Kenneth E. Fosdick. Chairman Douglas R. Crociati, Vice Chairman Karin A. R. Goulian Thomas W. Hurley K. L. Laytin. Ph.D. Dennis R. Smith Paul C. Worcester October 10, 2021

#### **RE:** Dubois & King recommendation

To Whom it may concern;

Dubois & King (D&K) has been the Consultant of record for the Plymouth Municipal Airport over the past 30 plus years. During that time D&K has covered the broadest spectrum of projects that happened upon the Plymouth Airport. Dubois and King has proven to be a critical piece of the success of the Plymouth Airport over these many years. Their dedication and ability to complete projects in a timely, efficient and cost effective manner has been critical to the airport continued growth. It is in this light and numerous other factors that I highly recommend D&K as an airport consultant.

- During these 30 plus years, D&K has designed, permitted and overseen over 51 million dollars of projects at the Plymouth Airport. This includes:
  - 3 runway extensions over 15 years including all permits: DEP (variance), Army Corps of Engineers , NHESP permits, FAA and MassDOT coordination.
  - Two Master Plan updates including extensive public involvement
  - Broad range of Environmental planning and permitting including wetland, flood-plains and noise mitigation.
  - Prime interface with FAA, MassDOT and Contractor over the 55 AIP projects and multitude of MassDOT ASMP projects.

The critical issue for many smaller airports is the ability to obtain grant assistance for projects that enhances the safety and efficiency of the Airport. D&K has proven their ability to "Get it Done". They have always been able to deliver on time and in a cost effective manner. When challenges have come up regarding project, D&K has proven "unflappable", they find a way of dealing with and resolving whatever challenges has arisen.

In conclusion I highly recommend D&K as an airport consultant.

Sincerely

Tom Maher Airport Manager

Thomas Maher Airport Manager Telephone 207-864-3326 Ext 101 Direct Line 207-864-3185 Fax: 207-864-3578



Office of:

Town Clerk Code Enforcement Officer Parks & Recreation Assessor Public Works

#### TOWN OFFICE 15 School Street Rangeley, Maine 04970

#### **OFFICE OF THE AIRPORT MANAGER**

April 2, 2018

Subject: DuBois and King Environmental Assessment

The Town of Rangeley, Maine, would like to take this opportunity to thank DuBois & King for its efforts with regard to the Stephen A. Bean Municipal Airport.

DuBois & King was issued a notice to proceed to perform an Environmental Assessment (EA) under NEPA to identify and quantify the impacts to construct a 1,100-foot runway extension, full parallel taxiway, terminal area improvements and on site grid-tied solar array at the Stephen A. Bean Municipal Airport. The project required over 500,000 cubic yards of material and a road relocation, so it was critical that numerous aspects of the environment were reviewed to fully understand the cumulative impacts for this extension and associated work.

Although the timeframe to complete this effort was very tight, DuBois & King took the necessary steps to fully evaluate each aspect of the environment, held multiple public hearings, and ultimately submitted to the Federal Aviation Administration (FAA) a completed EA document for public notice. The FAA ultimately issued a Finding of No Significant Impact (FONSI) and the runway extension is now being designed.

The Town of Rangeley would like to formally thank DuBois & King for your firm's professionalism and dedication to this project. Without your efforts, this project would not have made it to the design phase.

Sincerely.

Rebekah Carmichael Rangeley Airport Manager Town of Rangeley, Maine

Office of:

Selectmen Town Manager Treasurer Tax Collector



State of Vermont Operations Division 1002 Airport Rd. N. Clarendon, VT 05759 Christopher.Beitzel@vermont.gov [phone] 802-786-8881 [fax] 802-773-5660 [ttd] 802-253-0191 Agency of Transportation Aviation Program

July 21, 2015

Mr. John Benson DuBois & King, Inc. 28 North Main Street Randolph, Vermont 05060

RE: DuBois & King's Assistance with Rutland Airport

Dear John,

On behalf of VTrans, I wanted to take a moment to congratulate and thank the DuBois & King team for the monumental effort in assisting the Agency with improvements at the Rutland Airport. The design work at the Airport was falling behind and our FAA funding was being jeopardized as the grant application deadline was fast approaching with a tremendous amount of work yet to be done in order to secure the construction funding for the mandated RSA improvements.

There was a lot riding on the Agency's decision to terminate the involvement of our existing consultant and to throw DuBois & King into the deep end to pick up all the pieces. As you know, there were a number of components to this project: RSA improvements, runway extension and large retaining wall, adding an EMAS, relocation the localizer and equipment building, an access road, lighting and signage, wetlands, and of course all the planning to limit impacts to airport operations during construction. Your firm came through beyond our expectations.

Without hesitation, Dubois & King stepped up to the challenge and demonstrated your commitment and resourcefulness by mobilizing your resources to meet our schedule demands. With your project management, detailed attention to the schedule, and weekly telecommunications conferences, decision makers were able to share information, efficiently contribute to decisions, and develop a consensus on a successful path to completion.

Somehow your team made it all work. I would not hesitate to recommend DuBois & King; please feel free to use me as a reference. It was a pleasure to work with each professional on your team. Please extend a sincere thank you to all at DuBois & King who helped us accomplish the extensive work at Rutland. I look forward to working with on the Middlebury project.

Sincerely

Christopher Beitzel State Airport Manager Vermont Agency of Transportation



### Jeff Adler, PE

#### EDUCATION

M.S., Civil Engineering, University of Maine, Orono, 1982

B.S., Civil Engineering, University of Maine, Orono, 1981

#### REGISTRATIONS

Professional Engineer: NH 8410

Mr. Adler, D&K's Principal Airport Engineer, has 38 years of experience in civil and airport engineering. He has served as Project Manager and Senior Engineer on airport projects, including runway extensions and reconstructions, taxiway design and construction, runway/taxiway lighting systems, approach lighting systems, apron expansions, land acquisitions, obstruction removal, fuel farm upgrades, access roadway relocations, and environmental documentation and permitting. Jeff is thoroughly familiar with current FAA grant application and submission requirements. **Norwood Memorial Airport.** Senior Project Manager for multiple Indefinite Delivery Contracts to provide planning, engineering, and construction services for capital improvement projects since 2007. Projects have included:

- **Taxiway A Realignment, Taxiway D Relocation.** Senior Project Manager responsible for specifications, project grant application, grant reimbursement requests, and contractor pay requisitions. The project straightened the taxiway, making it a parallel taxiway with a standard 90-degree entrance/exit angle. The second portion of the project relocated a section of Taxiway D. The project corrected the configuration by shifting a short section of Taxiway D 50 feet to the south to address an existing unsafe configuration: an apron connecting directly to a runway and passing through a parallel taxiway. The design included pavement geometry, grading, drainage, pavement marking, edge lighting and signage, wetland mitigation, and the use of porous pavement.
- Environmental Assessment for Taxiway A Realignment, Taxiway D Relocation. Senior Project Manager responsible for specifications, project grant application, and grant reimbursement requests. Preliminary design included pavement geometry, grading and drainage, pavement marking, lighting and signage. Due to an increase in impermeable surfaces, D&K implemented the use of pervious pavement to reduce stormwater runoff. A portion of the Airport's overflow parking lot was removed and replaced with the pervious pavement.
- **Reconstruction of Taxiway A.** Senior Project Manager for the design, permitting, and construction of the 3,300-foot Taxiway A, 300-foot Taxiway D and 300-foot Taxiway E. The taxiways were reduced in width from 40 feet to the FAA standard of 35 feet. All construction activities were located within sensitive wetland environments. DuBois & King provided assistance with state (MassDEP MESA and NOI) and local (Conservation Commission) permits. D&K coordinated with Natural Heritage and Endangered Species for construction within an Area of Critical Environmental Concern (ACEC), and prepared a Stormwater Pollution Prevention Plan (SWPPP) for construction. Design services included: pavement design, pavement geometry, markings, edge lighting, signage, grading, drainage, erosion control measures, construction cost estimation, and construction safety and phasing.
- Taxiway C Reconstruction and Taxiway A Extension. Senior Project Manager for the reconstruction of Taxiway C (4,000 feet by 35 feet) and the Extension of Taxiway A (450 feet by 5 feet) on to create a full-length taxiway parallel with Runway 10–28. The project included relocation of existing medium intensity edge lights (MITLs), and signs, grading, erosion control, stormwater drainage design, paving and marking. Permitting of the project included preparation of MESA and NOI permits with MassDEP, coordination with Natural Heritage and Endangered Species for construction within an Area of Critical Environmental Concern (ACEC), and preparation of a Stormwater Pollution Prevention Plan (SWPPP) for construction.
- **Reconstruction of North-South Taxilane.** Senior Manager for design and construction services for the reconstruction of a 2,600-foot-by-35-foot taxilane project. Services included design and as-built surveys, environmental permitting, taxilane design, and construction inspection and administration. Design elements included pavement design, grading and drainage improvements, edge lighting, and signage and pavement markings. Design also included the evaluation of aircraft tie-down separation from taxilane to maximize the number of tie-down spaces. The reconstruction of the taxilane was in close proximity to sensitive habitat, which required significant environmental permitting for wetlands and endangered species. Specific responsibilities include client liaison and providing Quality Assurance/Quality Control reviews. Additional

#### Jeff Adler (cont.)

support services included development and submission of FAA modification to standards in order to construct aircraft tie-downs for aircraft-specific dimensions.

• **Technical Master Plan Update.** Senior Project Manager for the technical review of the Norwood Memorial Airport Master Plan. The review focused on existing airport conditions, the aviation forecast, and facility needs. The final plan included an evaluation of potential solutions to address numerous land use, environmental and physical constraints and increase the safe, orderly, and expeditious flow of air and ground traffic. The alternatives that D&K presented in the Master Plan were aimed at increasing Airport utilization and revenue while decreasing operating expenses. These alternatives include paving safety areas that increase takeoff and landing distances available, the realignment of Taxiway C that will provide space for a solar array, reducing the primary surface area to allow for the development of new hangars, and a deicing area with a glycol collection system.

**Plymouth Municipal Airport, Plymouth, MA.** Project Manager for Indefinite Delivery Contract to provide planning, engineering, and construction services for capital improvement projects since 1987: Select relevant projects include:

- Taxiway D Extension. Senior Project Manager for a 1,600' x 35' taxiway extension. Firm services included
  design of bituminous concrete pavement, edge lighting and signage, pavement marking, drainage system,
  erosion sedimentation control, Construction Safety and Phasing Plan, technical specifications, quantity take
  off and engineer's opinion of probable cost. Responsible for specifications, project grant application, grant
  reimbursement requests, contractor pay requisitions.
- Runway 33 Extension and Taxiway S Extension. Senior Project Manager for design and construction administration for Runway 33 and Taxiway S extension. Runway 33 extended by 1,000' and Taxiway S extended by 1,300'. Responsible for project management (QA/QC, meet scope, meet budget, employee oversight, sub-consultant solicitation and oversight); design of bituminous concrete pavement, edge lighting, pavement marking. Responsible for specifications, project grant application, grant reimbursement requests, contractor pay requisitions.

**Runway Widening/Extension; Taxiway Extension/Reconstruction/Relocation, Middlebury State Airport, VTrans, Middlebury, VT.** Project Manager for planning study, permitting and design of a 700ft runway and parallel taxiway extension; the reconstruction and widening of 2,500 LF of the runway and parallel taxiway; and obstruction removal. Responsible for client coordination.

#### Runway 1 RSA Extension, Rutland Southern Vermont Regional Airport, VTrans, North

**Clarendon, VT.** Project Manager for a 600-ft runway safety area extension for RW 1, and 1,300-ft parallel Taxiway E. The extension included a 300-ft Engineered Material Arresting System (EMAS). Oversaw all major design elements, including pavement design, site grading, drainage system, lighting, marking and pavement geometry. Reviewed all aspects of design for conformance with FAA standards. Oversaw design for runway and taxiway edge lighting and signage and relocation of localizer antenna and Distance Measuring Equipment (DME). Coordinated with the FAA, VTrans, and subconsultants for retaining wall and EMAS.

**Stephen A. Bean Municipal Airport, Rangeley, ME.** Senior Airport Engineer for design of a 1,100-foot runway extension, a 1,100-foot taxiway extension, and a 400 foot relocation of Loon Lake Road to bring the runway into compliance with current FAA requirements for the airport's design aircraft. Responsibilities include quality assurance review and senior-level engineering.

#### Mark Goodrich, PE

#### EDUCATION

B.S., Civil Engineering, University of New Hampshire, 1996

#### REGISTRATIONS

Professional Engineer: MA 47199 Professional Engineer: NH 10962 Professional Engineer: ME 15745 Professional Engineer: RI 12777 NCEES: 18-348-34

Mr. Goodrich is a Civil Engineer with 25 years of professional airport engineering experience performing facility expansion and site improvements for airports throughout the Northeast. His specific experience includes runway, taxiway, and apron reconstruction; land acquisition; obstruction removal; edge lighting design; pavement geometry; drainage calculations and stormwater drainage system design; site grading; utility modifications; pavement markings; bituminous concrete pavement design; construction phasing; erosion control measures; quantity take-offs and construction estimates; construction administration and supervision; and coordination with subconsultants. Mark is familiar with all phases of design and construction documentation and specifications to meet FAA standards and is proficient in AutoCAD and HydroCAD.

**Norwood Memorial Airport, Norwood, MA.** Project Manager/Senior Project Engineer for Indefinite Delivery Contract to provide planning, engineering, and construction services for capital improvement projects. Projects have included design and reconstruction of TW A and C; land acquisition; reconstruction of RW 10-28; and an Environmental Assessment, with NEPA and MEPA review, to support the realignment of a taxiway. Projects have included relocation design of existing medium intensity edge lights and signs, grading, erosion control, stormwater drainage design, paving and marking.

- **Taxiway A Realignment, Taxiway D Relocation Design.** Senior Engineer responsible for the oversight of the design. The project straightened the taxiway, making it a parallel taxiway with a standard 90-degree entrance/exit angle. The second portion of the project will relocate a section of Taxiway D. The project corrected the configuration by shifting a short section of Taxiway D 50 feet to the south to address an existing unsafe configuration: an apron connecting directly to a runway and passing through a parallel taxiway. The design included pavement geometry, grading, drainage, pavement marking, edge lighting and signage, wetland mitigation and the use of porous pavement.
- Environmental Assessment for Taxiway A Realignment, Taxiway D Relocation. Senior Engineer responsible for the oversight of the design. Preliminary design included pavement geometry, grading and drainage, pavement marking, lighting and signage. Due to an increase in impermeable surfaces, D&K implemented the use of pervious pavement to reduce stormwater runoff. A portion of the Airport's overflow parking lot was removed and replaced with the pervious pavement.
- **Technical Master Plan Update.** Senior Engineer for the technical review of the Norwood Memorial Airport Master Plan. The review focused on existing airport conditions, the aviation forecast, and facility needs. The final plan included an evaluation of potential solutions to address numerous land use, environmental and physical constraints and increase the safe, orderly, and expeditious flow of air and ground traffic. The alternatives that D&K presented in the Master Plan were aimed at increasing Airport utilization and revenue while decreasing operating expenses. These alternatives include paving safety areas that increase takeoff and landing distances available, the realignment of Taxiway C that will provide space for a solar array, reducing the primary surface area to allow for the development of new hangars, and a de-icing area with a glycol collection system.

**Plymouth Municipal Airport, Plymouth, MA.** Senior Airport Engineer for multiple Indefinite Delivery Contracts to provide planning, engineering, and construction services for capital improvement projects since 2007. Services have included design and permitting for TW E reconstruction; Environmental Assessment/Environmental Impact Report permitting for extension of RW 15-33; southwest apron expansion; relocation of access roadway; and lighting design (including replacement of 122 MITLS/MIRLS, construction of new MALSF, PAPI, obstruction lighting, and hold signs, detailed safety plan and improvements to safety area); and Gate 4 back taxilane reconstruction. Services included grading, erosion control, stormwater drainage, paving and marking, and construction observation.

 Taxiway D Extension, Plymouth Municipal Airport, Plymouth, MA. Senior Project Engineer responsible for oversight of final design of the Taxiway D extension project (approximately 1,600 feet by 35 feet) including: design of bituminous concrete pavement, edge lighting and signage, pavement marking, drainage system, erosion sedimentation control, Construction Safety and Phasing Plan, technical specifications, quantity take-off, and engineer's opinion of probable cost.

#### Mark Goodrich (cont.)

- Runway 33 Extension and Taxiway S Extension. Senior Project Engineer responsible for oversight
  of design and construction administration for Runway 33 and Taxiway S extension. Runway 33 extended by
  1,000 feet and Taxiway S extended by 1,300 feet. Responsible for project management (QA/QC, meet scope,
  meet budget, employee oversight, sub-consultant solicitation and oversight); design of bituminous concrete
  pavement, edge lighting, pavement marking. Specific tasks included: oversight for survey and geotechnical
  investigation; pavement geometry, pavement design, site grading, pavement markings, construction phasing,
  erosion control measures, quantity take offs and construction estimates.
- Environmental Assessment for Taxiway D Extension, Obstruction removal, Hangar and Apron Construction. Senior Project Engineer for assessment for next five years of proposed projects. Projects anticipated include Taxiway D extension, T-hangar and apron, Runway 6 obstruction removal and NHESP permitting, and Taxilane A hangar development. Responsible for project management (QA/QC). Coordinated with a subconsultant to develop a grassland habitat "bank" for future Natural Heritage and Endangered Species permits.
- Environmental Assessment for Runway 33 Extension and Taxiway S Extension. Senior
  Project Engineer responsible for development of environmental permits including Environmental Assessment,
  Environmental Impact Report and Natural Heritage and Endangered Species (NHESP) permits, Massachusetts
  DEP Stormwater Permits, and a wetland variance permit required due to the total wetland impacts exceeding
  the 5,000 SF maximum established in the by-laws. Developed preliminary design required for permit
  application. Preliminary design elements included pavement geometry, pavement profile, site grading,
  drainage design, edge lighting and erosion and sedimentation control. EA was required for the proposed
  runway and taxiway extension.

**Runway Widening/Extension; Taxiway Extension/Reconstruction/Relocation, Middlebury State Airport, VTrans, Middlebury, VT.** Senior Airport Engineer for planning study, permitting and design of a 700-ft runway and parallel taxiway extension; the reconstruction and widening of 2,500 LF of the runway and parallel taxiway; and obstruction removal. Environmental issues included bat habitat, aquifer protection, agricultural soils, and evidence that the project would not cause a net increase in phosphorus loading to Lake Champlain. Completed and submitted permit applications include Construction and Operational Stormwater, Act 250, Wetlands, and Town of Middlebury Development Review Board Site Plan. Led and provided design.

**Safety Improvements, Rutland – Southern Vermont Regional Airport, North Clarendon, VT.** Senior Airport Engineer for a 600-ft runway safety area extension for Runway 1, and 1,300-ft parallel taxiway E. The extension included a 300-ft Engineered Material Arresting System (EMAS). Oversaw all major design elements, including pavement design, site grading, drainage system, lighting, marking and pavement geometry. Reviewed all aspects of design for conformance with FAA design standards. Oversaw design for runway and taxiway edge lighting and signage system and relocation of localizer antenna and Distance Measuring Equipment (DME). Coordinated with the FAA, VTrans, and subconsultants for retaining wall and EMAS.

**Stephen A. Bean Municipal Airport, Rangeley, ME.** Senior Airport Engineer for design of a 1,100' runway extension, a 1,100' taxiway extension, and a 400' relocation of Loon Lake Road to bring the runway into compliance with current FAA requirements for the airport's design aircraft. Responsibilities include quality assurance review and senior–level engineering. Typically a 1-year process, the design is currently being developed in a 5-month timeframe.

#### Guy Rouelle, AAAE CM

#### EDUCATION

M.A.S., Airport Operations Embry-Riddle Aeronautical University 2002

B.S., Aeronautical Science Embry-Riddle Aeronautical University 1994

US Army, Fort Rucker, Alabama Air Traffic Control, Flight, Terminal Enroute Procedures, 1984

#### CERTIFICATIONS

AAAE Certified Member (CM) Certified FAA Form 5010 Inspector Part 107 sUAS Remote Pilot Flight Instructor Commercial; Multi-engine and Single Engine; Rotary Wing Instrument Rated Pilot FAA Safety Team Senior Representative

Mr. Rouelle, D&K's Director of Aviation Services, has 37 years of experience in the planning, design, management, and budgetary responsibility for airports and airport capital improvement programs. He previously served as the Vermont Aviation Administrator overseeing Vermont's state-owned airports. Guy's experience encompasses all aspects of aviation to include air traffic control, airport operations, flight operations, airport design, navigational aid design, installation and operation, Terminal Enroute Procedures, energy conservation; and federal, state and local environmental permitting. **Technical Master Plan Update, Norwood Memorial Airport, Norwood, MA.** Project Manager for the technical review of the Norwood Memorial Airport Master Plan. Led the planning effort, developing, evaluating and finalizing landside and airside alternatives designed to meet the facility needs of the airport for the next 20 years. The review focused on existing airport conditions, the aviation forecast, and facility needs. The final plan included an evaluation of potential solutions to address numerous land use, environmental and physical constraints and increase the safe, orderly, and expeditious flow of air and ground traffic. The alternatives that D&K presented in the Master Plan were aimed at increasing Airport utilization and revenue while decreasing operating expenses. These alternatives include paving safety areas that increase takeoff and landing distances available, the realignment of Taxiway C that will provide space for a solar array, reducing the primary surface area to allow for the development of new hangars, and a deicing area with a glycol collection system.

**Stephen A. Bean Municipal Airport, Rangeley, ME.** Project Manager/Senior Airport Planner for Capital Improvements Planning (CIP), technical, environmental, and regulatory issues under a multi-year contract at Rangeley's municipal airport. Leading day-to-day development, airport planning, scheduling and budgeting, and client coordination. Relevant projects include:

- Environmental Assessment for Runway and Taxiway Extensions and Town Highway Relocation. Project Manager for preliminary design and environmental resource assessments and submitted NEPA EA documentation for construction of the following improvements: 1,100-foot runway extension, 1,100-foot taxiway extension, 400 foot relocation of Loon Lake Road, new terminal building, new aircraft maintenance facility, new hangars, and apron improvements. Responsible for leading preliminary design suitable for permitting plans. Typically a one-year process, the EA documentation was completed and submitted by in four months.
- Runway and Taxiway Extension Design. Project Manager for design of a 1,100-foot runway
  extension, a 1,100-foot taxiway extension, and a 400-foot relocation of Loon Lake Road to bring the runway
  into compliance with current FAA requirements for the airport's design aircraft. Responsible for client
  coordination, and scheduling and budgeting of firm resources. Typically a one-year process, the design was
  developed in a five-month timeframe.
- **FBO and Hangar Lease Agreement Review.** Reviewed the current lease and operating agreements on the airfield, including the FBO agreements. Prepared recommendations to help facilitate growth and diversity in the services provided at the airport. In addition, reviewing individual hangar lease agreements for compliance with FAA standards and regulations.
- Runway Length Analysis and Technical Master Plan Update. Project Manager for planning, evaluation, concept design, and environmental resource analysis supporting a 1,100-foot runway extension and appurtenant improvements. The FAA found the airport to be out of compliance for its design aircraft. A principal user of the airport, LifeFlight, a nonprofit medical transport company regularly uses this type of aircraft to provide its services. Additional updates to the CIP include new terminal building, new aircraft maintenance facility, new hangars, apron improvements, perimeter fencing, snow removal equipment acquisition, and construction of a snow removal equipment building. Led day-to-day development, airport planning, scheduling and budgeting, and client coordination. Typically a 1-year process, this service was performed in three months.

#### Guy Rouelle (cont.)

**Technical Master Plan Update, Plymouth Municipal Airport, Plymouth, MA.** Senior Airport Planner for a Technical Master Plan Update to develop a runway length analysis with corresponding alternatives for Plymouth Municipal Airport. Services include reviewing existing conditions, determining the critical aircraft and required runway length to accommodate current and future traffic, formulating an aviation demand forecast, and conducting an overview of the affected environment. D&K is working with the Airport, Stakeholders, MassDOT, and FAA to determine the preferred alternative, update the airport layout plan based on that alternative, and will assist the Airport to develop financial and proposed project implementation.

**Middlebury State Airport, Runway 1 Extension, VT.** Negotiated Capital Improvement Plan prioritization with FAA and Secured discretionary federal and state funding. Oversight, contract management, quality control for design and permitting to construct a 700-foot extension and 10-foot widening of Runway 1. The project included the full depth reconstruction and extension of the full parallel taxiway, avigation easement acquisition with significant tree clearing.

**Airport Planning Services, Las Cruces International Airport, Las Cruces, NM.** Project Manager/ Principal in Charge for multiple planning projects focused on maximizing growth opportunities for the Airport. Projects to date include conducting an Airport Facilities Needs Analysis and Terminal Building Feasibility Study and preparing an Airport Lease Analysis and Property Management Plan, a Commercial Air Service Development Plan, an Airport Security Plan, and an Airport Pro Forma.

**Northeast Kingdom International Airport, Runway 36 Extension, Coventry, VT.** Negotiated Capital Improvement Plan prioritization with FAA and Secured discretionary federal and state funding. Master Plan Update. Oversight, contract management, quality control for master planning, design, permitting and construct 1,300 foot runway extension, relocate town road, avigation easement acquisition, 78 acres of tree clearing, new electrical vault, lighting and pavement marking. Project also included the construction of 800 feet of new aircraft apron. Procured new snow removal loader and blower.

**Northeast Kingdom International Airport, Runway 18 Extension & Full Parallel Taxiway, VT.** Negotiated Capital Improvement Plan prioritization with FAA and Secured discretionary federal and state funding. Oversight, contract management, quality control for design, permit and construct a 300-foot extension along with new construction of a 6,000-foot-by-35-foot full parallel taxiway.

**Morrisville-Stowe State Airport, Runway 1 Reconstruction, VT.** Negotiated Capital Improvement Plan prioritization with FAA and Secured discretionary federal and state funding. Oversight, contract management, quality control for design and permitting to reconstruct the Runway 1, Taxiways, new electrical vault, lighting and pavement marking, relocated Automated Surface Observation System. Oversight of air service development plan, the design and permitting of the airports 33,000 sq. ft. terminal complex as well as a Master Plan Update.

**RSA Improvements, Inyo County, Bishop Airport, Independence, CA.** Project Manager for Runway Safety Area improvements to Runway 12/30, to be conducted in two phases; Implementation of declared distances on Runway 12; and Amendments to the Operations Specifications for United Airlines (United Express).

#### Ross Tsantoulis, PE, LPA

#### EDUCATION

B.S., Civil Engineering, Worcester Polytechnic Institute, 2007

#### REGISTRATIONS

Professional Engineer: NH 14122 Professional Engineer: ME 15511 NCEES: 14-257-00

#### CERTIFICATIONS

NHDOT LPA Certification: cert. no. 2003 OSHA 10-Hour Card Association of State Dam Safety

Mr. Tsantoulis is a Senior Civil Engineer with 14 years of experience supporting projects for state and federal governments and private sector clients. He has served on long-term overseas assignments in the Philippines and Afghanistan before returning to New England. His project experience includes design services for airfields, U.S. Army vehicle maintenance facilities, dam reconstruction, wastewater facility upgrades, utility upgrades, stream crossings, stormwater hydraulics and hydrology, fish passage, and mixed-use commercial developments. **Norwood Memorial Airport, Norwood, MA.** Senior Airport Engineer for multiple Indefinite Delivery Contracts to provide planning, engineering, and construction services for capital improvement projects. Relevant projects include:

- **Taxiway A Realignment, Taxiway D Relocation Design.** Senior Engineer for two taxiway reconfigurations. Responsible for technical design including pavement geometry, grading, drainage, pavement marking, edge lighting and signage, wetland mitigation, and porous pavement.
- **Technical Master Plan Update.** Senior Engineer for a taxilane alternatives analysis. The final plan included an evaluation of potential solutions to address the constraints and recommendations to increase the safe, orderly, and expeditious flow of air and ground traffic.

**Runway and Taxiway Extension, Stephen A. Bean Municipal Airport, Rangeley, ME.** Senior Engineer for the final design of a 1,100-foot runway extension and preliminary design of a 1,100-foot taxiway extension to bring the runway into compliance with current FAA requirements for the airport's design aircraft. Responsibilities include technical design including pavement geometry, grading, drainage, pavement marking, and signage.

**Plymouth Municipal Airport, Plymouth, MA.** Senior Airport Engineer for multiple Indefinite Delivery Contracts to provide planning, engineering, and construction phase services for capital improvement projects. Relevant projects include:

• **Taxiway S Reconstruction.** Project Engineer responsible for final design of the Taxiway S extension and associated stub taxiways (approximately 4,800 feet by 35 feet total), including design of bituminous concrete pavement, edge lighting and signage, pavement marking, drainage system, erosion sedimentation control, construction safety and phasing, technical specifications, quantity take offs and engineer's opinion of probable cost.

**Taxiway A Reconstruction and Extension, Dillant-Hopkins Airport, Keene, NH.** Senior Engineer responsible for final design of the Taxiway A reconstruction and extension project (approximately 5,000 feet by 35 feet) including design of bituminous concrete pavement, edge lighting and signage, pavement marking, drainage system, erosion sedimentation control, construction safety and phasing plan, technical specifications, environmental permitting, quantity take-off and engineer's opinion of probable cost.

**Taxiway A Extension and Reconstruction, Keene Dillant-Hopkins Airport, Keene, NH.** Senior Project Engineer responsible for oversight of final design of the Taxiway A Extension project (approximately 1,500 feet by 35 feet) and Reconstruction (approximately 3,500 feet by 35 feet including: design of bituminous concrete pavement, edge lighting and signage, pavement marking, drainage system, erosion sedimentation control, Construction Safety and Phasing Plan, technical specifications, quantity take off, wetland impact and alteration of terrain permitting, and engineer's opinion of probable cost.

US Air Force, Europe (USAFE), Airfield Drainage Improvements Design, Moron Air Base (AB), Spain. Civil Engineer for a three-phased design effort to correct drainage issues in the infield area. Performed civil site design of proposed ditch profile and drainage structures.

#### Chris Sargent, AICP, CFM

Senior Planner

#### EDUCATION

M.S., Resource Management & Administration Antioch New England Graduate School, 2001

B.A. Johnson State College, 1993

#### REGISTRATIONS

American Institute of Certified Planners: 023213 Certified Floodplain Manager

Mr. Sargent has 20 years of experience in community planning with expertise in municipal planning and government, zoning regulation, permit analysis, facilitation, and public process. He has extensive experience working with communities to engage the public, having worked with over 30 communities to develop their own municipal vision for the future. Chris has overseen the development of long-range regional planning policy, including land use, natural resource protection, and energy. He has assisted multiple municipalities with local planning including zoning, flood hazard, and subdivision regulations, and assisted state agencies with the development of land use and energy planning policy that guides regional and municipal renewable energy planning. As a Community Planner, he has a firm understanding of planning, permitting and public process for the development of transportation and planning projects for local, state, and federal clients.

**Technical Master Plan Update, Norwood Memorial Airport, Norwood, MA.** Senior Planner for the technical review of the Norwood Memorial Airport Master Plan. Performed an alternatives analysis to address natural resource, economic, and facility constraints to airport operations. The review focused on existing airport conditions, the aviation forecast, and facility needs. The final plan included an evaluation of potential solutions to address numerous land use, environmental and physical constraints and increase the safe, orderly, and expeditious flow of air and ground traffic. The alternatives that D&K presented in the Master Plan were aimed at increasing Airport utilization and revenue while decreasing operating expenses. These alternatives include paving safety areas that increase takeoff and landing distances available, the realignment of Taxiway C that will provide space for a solar array, reducing the primary surface area to allow for the development of new hangars, and a deicing area with a glycol collection system.

**Technical Master Plan Update, Plymouth Municipal Airport, Plymouth, MA.** Senior Planner for a Technical Master Plan Update to develop a runway length analysis with corresponding alternatives for Plymouth Municipal Airport. Services include reviewing existing conditions, determining the critical aircraft and required runway length to accommodate current and future traffic, formulating an aviation demand forecast, and conducting an overview of the affected environment. D&K is working with the Airport, Stakeholders, MassDOT, and FAA to determine the preferred alternative, update the airport layout plan based on that alternative, and will assist the Airport to develop financial and proposed project implementation.

**Terminal Area Master Plan, Greenville Municipal Airport, Greenville, ME.** Provided aviation planning services for Greenville Airport to develop a master plan for future improvements to the terminal area. Improvements identified in the Plan include the identification of new areas for aircraft tie downs, improved aircraft circulation and the relocation of an AWOS. In addition, the plan identified and proposed alterations that address inconsistencies with FAA regulation including the elimination of direct access to the runway via taxiway.

**Terminal Area Plan Update, Greenville Municipal Airport, Greenville, ME.** Senior Planner responsible for updating a plan that evaluates terminal apron space, alternatives for the removal of Taxiway B, terminal area fencing, arrivals building parking, and the relocation and replacement of the AWOS-AV. Responsible for report writing, production, and public advisory committee engagement.

**Pavement Condition Index Study, MaineDOT, Statewide, ME.** Senior Planner to draft the final report and summary for the project to develop a statewide Airport Pavement Maintenance System (APMS) and database. MaineDOT and individual airports across the state will be able to use the database to track pavement maintenance work, the database will also facilitate each airport's ability to capitalize on FAA funding and enable the State of Maine to effectively budget for critical infrastructure maintenance projects.

**Fuel Farm, Inyo County Airport, Bishop, CA.** Senior Planner responsible for providing aviation planning assistance to staff coordinating needs for system upgrades to the fuel farm system in advance of United Airlines bringing passenger service to the Inyo County Airport. Identified maintenance needs and costs for necessary improvements as mandated by the Federal Aviation Authority, National Fire Protection Agency, and local entities.

#### Charlotte Brodie, CWS

#### EDUCATION

M.S., Botany, Field Naturalist Program, University of Vermont, 1988 B.S., Biology, Smith College, 1978

#### REGISTRATIONS

Certified Wetland Scientist: NH 244

Ms. Brodie is an interdisciplinary field scientist trained in environmental evaluation. interpretation, and monitoring. As a naturalist, she integrates information on the biotic and abiotic components of ecosystems for site descriptions, inventories, criterion-based evaluations, and impact evaluations. Her training and experience incorporate geology and geomorphology, soils chemistry, botany, vertebrate and invertebrate zoology, and hydrology. She specializes in wetlands analysis and has a thorough knowledge of state and federal regulations pertaining to wetlands and other waters of the United States. The quality of her work has been recognized by the US Environmental Protection Agency, which requested her services for a northwestern Vermont project aimed at early identification and protection of wetlands in areas subject to heavy development pressure.

**Wetland Delineation Services, Norwood Memorial Airport, Norwood, MA.** Performed wetland delineation services for four projects: Taxiway A reconstruction, Taxiway C reconstruction, Taxilane B Reconstruction, and Runway 10-28 Reconstruction.

**Aviation Retainer Contract, VTrans, Statewide, VT.** Certified Wetland Scientist serving successive multi-year retainer contracts with VTrans to provide professional services for statewide airport improvement projects. Projects have included runway reconstruction, statewide paving program, environmental services, permitting, and construction phase services. Projects include:

- Runway and Taxiway Extensions, Middlebury State Airport, VTrans, Middlebury, VT. Certified Wetland Scientist responsible for completing and submitting wetlands permit application and wetland delineation for construction of a 700 foot runway and parallel taxiway extension; the reconstruction and widening of 2,500 linear feet of the runway and parallel taxiway; obstruction removal; and Amended Act 250 permit for wetlands permitting and stormwater requirements. Environmental issues included erosion control monitoring and compliance, bat habitat, aquifer protection, agricultural soils, and evidence that the project would not cause a net increase in phosphorus loading to Lake Champlain. Coordinated and supported bat survey including canopy survey and audio survey.
- Runway 1/19 Projects, Rutland-Southern Vermont Regional Airport, VTrans, North Clarendon, VT. Wetland Scientist for project to redesign the southern (01) end of the runway and for the construction of a 600 foot by 400 foot Runway Safety Area (RSA) on the northern end (19) of the runway. Professional services included erosion control monitoring and compliance, the acquisition of amendments to the existing US Army Corps of Engineers Individual Wetland Permit to support design of the 01 end of the runway. Also performed construction inspection for conformance with state and federal wetlands permits for the RSA at the 19 end of the runway.
- E. F. Knapp State Airport Reconstruction, VTrans, Berlin, VT. Environmental Inspector for airport reconstruction project involving 5,369-feet extension of taxiway, reconstruction of 3,000 feet of runway, terminal area reconstruction and expansion, and transport of 125,000 CY of excess material. Work spanned two construction seasons, with intervening winter shutdown. Monitored project for compliance with Erosion Prevention and Sediment Control Plans, US Army Corps of Engineers Wetland Permit, Vermont Agency of Natural Resources Wetland Permit, and Vermont Construction Stormwater Permit. Secured permit amendments for additional work required in response to actual field conditions. Supported preparation of NEPA EA.
- Fair Haven Municipal Airport Expansion, VTrans, VT. Wetland delineation of Class II and Class
  III wetlands at airport. Reviewed wildlife habitat, threatened and endangered species, and natural areas for
  Environmental Assessment.
- Newport State Airport, VTrans, Newport, VT. Identification of Class II and Class III wetlands in the vicinity of proposed improvements, assessment of principal valuable wetland functions and values, and assessment of wildlife habitat.

#### Wetland Mitigation Services, Burlington International Airport, South Burlington, VT.

Conceptual and final design, permitting, construction monitoring/inspection, and post-construction monitoring and invasive species plan development and implementation for 50-acre wetland mitigation site along Muddy Brook in South Burlington and Williston to compensate for unavoidable wetland impacts associated with expansion/ development of General Aviation and Cargo areas at the south end of the airport.

#### Jennifer Ricciardi

#### EDUCATION

Masters of Business in Aviation Management, Dowling College, Oakdale, NY Bachelors of Science in Professional Pilot, Creative Writing Minor, Dowling College, Oakdale, NY

#### REGISTRATIONS

Certified Flight Instructor, Single Engine Land and Sea, Instrument, Glider Airline Transport Pilot Multi-Engine Land Commercial Pilot Single Engine Land and Sea, Glider FAA Part 107 sUAS Pilot

Ms. Ricciardi is passionate about airports and the communities that they serve, holding local airport committee member positions and acting as AOPA's ASN representative for Northeast Kingdom International. Jen is a former Cape Air Captain and Charter pilot with experience flying all over the Northeast and Caribbean.

Jen spent the previous five years managing six of Vermont's ten State airports for the Vermont Agency of Transportation. She was responsible for planning, operations, maintenance, budgetary responsibility, permitting, contract negotiation, and leases for each of the airports. **Technical Master Plan Update, Plymouth Municipal Airport, Plymouth, MA.** Airport Planner for a Technical Master Plan Update to develop a runway length analysis with corresponding alternatives for Plymouth Municipal Airport. Services include reviewing existing conditions, determining the critical aircraft and required runway length to accommodate current and future traffic, formulating an aviation demand forecast, and conducting an overview of the affected environment. D&K is working with the Airport, Stakeholders, MassDOT, and FAA to determine the preferred alternative, update the airport layout plan based on that alternative, and will assist the Airport to develop financial and proposed project implementation.

#### Obstruction Removal of 78 acres within Engineering Brief 99 Surfaces, Northeast

**Kingdom International Airport, Newport, VT.** Aviation Operations Manager responsible for safety and implementation of obstruction removal project. The first part of the project consisted of an Environmental Assessment, AGIS survey, and negotiation and acquisition of avigation easements for the removal of 78 acres of trees, brush, and power lines penetrating the approach surface to Runway 36. The second part of the project included the removal of obstructions, relocation of power lines, and creation of an Engineering Brief 91 Vegetation Management Plan to include the protection of a wetland corridor. This allowed for the coordination of an LPV approach and a 1,000-foot runway extension.

**Master Permitting, Statewide, VT.** Aviation Operations Manager responsible to oversee the implementation of a statewide master permitting effort to highlight hangar development opportunities at nine State-owned airports. This project covered the layout design, FAA approval, and state and federal permitting for hangar development of varying size depending on the specific needs of each airport.

#### **Design and Construction of Full Parallel Taxiway, Stub Taxiways and adjoining Taxilane for Hangar Development, Northeast Kingdom International Airport, Newport, VT.** Aviation Operations Manager responsible for the design, review, and construction oversight of a large scale parallel taxiway and taxilane project. The taxiway created a full parallel taxiway, with four stub taxiways along 5,000 feet of runway,

complete with new marking and lighting. The taxilane project added a connecting taxilane between the current apron and newly constructed taxiway, creating buildable lots for six new hangars as well as generating easier access for operators from the apron to the north side of the airport.

Design and Construction of Apron, Northeast Kingdom International Airport, Newport, VT.

Aviation Operations Manager responsible for the design, review, and construction oversight of a 60,000-square-foot apron expansion project. This project added connections to two stub taxiways, connecting the apron to a parallel taxiway. This allowed for the construction of a new fuel farm with two 12,000-gallon fuel tanks and a state of the art self-serve fuel kiosk, expansion of apron space to accommodate large business jets, and the addition of a customs box to accommodate onsite international arrivals.

**Design and Construction of a Runway Extension, Parallel Taxiway, and a New Fuel Farm, Morrisville-Stowe State Airport, Morrisville, VT.** Aviation Operations Manager responsible for the design, review, and construction oversight of a multi-faceted airport improvement project. The first part of the project was to pave 250 feet on each end of the 3,700-foot runway to add declared distances of 4,200 feet for takeoff and 3,950 feet for landing. The second aspect of the project included a redesign of a partial parallel, lighted taxiway and apron. The project included decommissioning two underground fuel tanks and the constructing a fuel farm pad hosting two 10,000-gallon fuel tanks to service both Jet A and 100LL aviation fuel. This project included state and local permitting, a detailed construction safety and phasing plan as the airport remained open during construction, and a new SPCC plan for the updated fuel system.

#### Eric Monkewicz, LPA

#### EDUCATION

AS, Computer Drafting and Design, ITT Technical Institute Houston, 2012

#### CERTIFICATIONS

NHDOT LPA Certification: cert. no. 1997 Certified Forklift Operator Machine Operator Nationally Registered EMT

Mr. Monkewicz's experience includes the design of surface and air transportation infrastructure, water lines, storm sewer, sanitary sewer, as well as detention and retention ponds. Eric is a Senior Designer who brings experience in CAD design, Autodesk, AutoCAD, Civil 3D, Revit, Autodesk Inventor Pro, and MicroStation. He is a Certified EMT and Medic for the US Army National Guard. **Runway and Taxiway Extension, Stephen A. Bean Municipal Airfield, Rangeley, ME.** Civil Designer responsible for plan production and coordinating with project engineer to create presentation exhibits, and wetland and forest impact exhibits. The project includes runway, taxiway, and landside design. Responsible for creating volume analysis reports for cost estimates.

**East Lake Roadway Improvements Project Phase II, Eastman Community Association, Grantham, NH.** Civil Designer responsible for plan production. Coordinated with project engineer for specific requirements. Design responsibilities included pavement & gravel roadway design, storm sewer design, and driveway regrading.

#### Channel 4 Drainage Channel/Amenity Lake Phase 2, Detention/Retention Lake, Missouri

**City, TX.** Civil Designer responsible for surface modeling, creating volume analysis reports, plan production, quality assurance and quality control, quantity take-offs, cost estimates, and preparing bid documents. Communicated and supported the needs of clients. Also submitted and addressed comments to various agencies including the city engineer, county engineer, drainage district, and other consultants involved in the project.

Water, Sanitary Sewer & Drainage Facilities, Paving and Appurtenance to Serve Sienna Parkway to Collector A10, Boulevard Extension, Missouri City, TX. Civil Designer responsible for plan production. The scope of work included design of pavement, water utilities, sanitary sewer, and storm sewer. Pavement design included left and right turn lanes, sight distance analysis and traffic control plans. Responsible for surface modeling, creating volume analysis reports, plan production, quality assurance and quality control, quantity take-offs, cost estimates, and preparing bid documents. Submitted and addressed comments to various agencies including the city engineer, county engineer, drainage district, and other consultants involved in the project.

Lakes B & C to Serve Avalon at Sienna Plantation and Adjacent Mixed Use Tracts, Detention/ Retention Lake- Missouri City, TX. Civil Designer responsible for surface modeling, creating volume analysis reports, plan production, quality assurance & quality control, quantity take offs, cost estimates, and preparing bid documents. Communicated and supported needs of clients. Also submitted and addressed comments to various agencies including the city engineer, county engineer, drainage district, and other consultants involved in the project.

**Avalon at Sienna Plantation Section 1, Subdivision 125 Lots 81 acres, Missouri City, TX.** Civil Designer responsible for plan production. Scope of work included design of pavement, water utilities, sanitary sewer, and storm sewer. Responsible for surface modeling, creating volume analysis reports, plan production, quality assurance and quality control, quantity take-offs, cost estimates, and preparing bid documents. Grading included ensuring that lots and minimum slab elevations met 100-year storm requirements. Submitted and addressed comments to various agencies including the city engineer, county engineer, drainage district, and other consultants involved in the project.

Water, Sanitary Sewer & Drainage Facilities, Paving and Appurtenance to Serve Sienna Springs Boulevard East Phase 2, Boulevard Extension- Missouri City, TX. Civil Designer responsible for plan production. Scope of work included design of pavement, water utilities, sanitary sewer, and storm sewer. Pavement design included left and right turn lanes, sight distance analysis and traffic control plans. Responsible for surface modeling, creating volume analysis reports, plan production, quality assurance and quality control, quantity take-offs, cost estimates, and preparing bid documents.

### Randy Otis, LS

#### EDUCATION

B.S., Business Administration, Southern New Hampshire University, 2019 A.S., Survey and Applied Science, Paul Smith's College of Arts and Sciences, 2002

#### REGISTRATIONS

Land Surveyor: VT 60852 OSHA 40-Hour HAZWOPER Certification

Mr. Otis is a licensed land surveyor and senior party chief with 20 years of experience in boundary and topographic surveying. The head of DuBois & King's Survey Department, Randy has performed survey services for municipal, state, private, and public clients throughout New England and New York. His specific experience includes performing topographic and boundary surveys, right-ofway determination, monumentation, stakeout, boundary research and plats, and deed preparation and research. **Norwood Memorial Airport, Norwood, MA.** Survey Manager/Survey Party Chief for Indefinite Delivery Contract to provide planning, engineering, and construction services for Capital Improvement Projects. Relevant projects include:

- **Reconstruction of Taxiway A.** Provided topographic survey in support of design, permitting, and construction for the partial-depth reconstruction of 3,300 feet of Taxiway A, 300 feet of Taxiway D and 300 feet of Taxiway E. The existing taxiways were reduced in width from 40 feet to the FAA standard of 35 feet.
- **Reconstruction of Taxiway C and the Extension of Taxiway A.** Survey Party Chief for topographic and construction layout survey for the reconstruction of a 4,000' x 35' taxiway and the extension of a 450' x 35' taxiway on the northern side of Runway 10–28, creating a full-length parallel taxiway. Located existing features and performed construction layout survey.

**Plymouth Municipal Airport, Plymouth, MA.** Survey Manager for multiple Indefinite Delivery Contracts to provide planning, engineering, and construction services for capital improvement projects over the past 12 years.

Keene Dillant Hopkins Municipal Airport, Swanzey, NH. Managed boundary survey services for a parcel to be purchased beyond the end of the runway.

**Runway and Taxiway Extension, Stephen A. Bean Municipal Airfield, Rangeley, ME.** Managed and provided topographic survey for 1,100 feet of runway and taxiway extension to accommodate aircraft from Lifeflight, a nonprofit medical flight service. Improvements also include hangars and apron expansions. Assisted in locating ground elevations in a densely forested area.

**Aviation On-call Contract, Vermont Agency of Transportation.** Served as Survey Manager and Survey Party Chief for a number of topographic survey assignments on successive contracts with VTrans for statewide airport improvement projects. Projects have included runway reconstruction, statewide paving program, environmental services, permitting, and construction phase services. Led topographic survey services for multiple State-owned airport projects. Relevant projects include:

- Runway Widening/Extension; Taxiway Extension/Reconstruction/Relocation, Middlebury State Airport, VTrans, Middlebury, VT. Survey Party Chief in charge of topographic survey supporting a 700-ft runway and parallel taxiway extension; the reconstruction and widening of 2,500 linear feet of the runway and parallel taxiway; and obstruction removal. Led topographic survey in support of construction staging areas.
- Airport Avigation Easements, Newport Airport, VTrans, Newport, VT. Survey Manager
  managing and supporting the following survey tasks in support of tree removal for six properties abutting the
  airport: landowner coordination, deed research for all properties, coordination with drone contractor to identify
  tree heights, full boundary survey to access disputed acreage.
- Safety Improvements, Rutland Southern Vermont Regional Airport, North Clarendon, VT. Survey Party Chief in charge of topographic survey supporting a 600-foot runway safety area extension for Runways 1 and 19, and 1,300-foot parallel taxiway E. The Runway 1 extension included a 300-foot Engineered Material Arresting System (EMAS).



TOWN OF NORWOOD

Commonwealth of Massachusetts

GENERAL MANAGER Tony Mazzucco

ASSISTANT GENERAL MANAGER Bernard Cooper

September 7, 2021

Mr. Richard L. Goodick Sealcoating, Inc., dba Indus Inc. 825 Granite Street Braintree, MA 02184

Dear Mr. Goodick:

Please be advised that Sealcoating, Inc., dba Indus Inc., has been awarded the Town of Norwood's September 2, 2021, request for written responses for Airport taxiway/runway cracksealing in Norwood. The total amount of the award is \$18,747.00 (Contract #NPW-22-01).

A payment bond in the amount of \$9,373.50 is now due as well as certificates of insurance showing the Town of Norwood as an additional insured. These should be submitted to Catherine Carney, Norwood's Director of Administrative Services, within ten (10) calendar days of this award letter.

Since prevailing wages apply, please submit certified payroll reports to Mrs. Carney on a weekly basis once the work commences. OSHA documentation for all employees working on this project must also be submitted to Mrs. Carney.

Please contact Airport Manager Russ Maguire, at (781) 255-5615 to arrange scheduling of this contract.

Very truly yours,

Tony Mazzucco General Manager

TM:cc

cc: C. Carney M. Ryan R. Maguire



## Town of Norwood Airport Commission — Position Description

**Position:** Airport Commissioner

Governing Law: Massachusetts General Laws (M.G.L.) Chapter 90.

**Length of Term:** Under M.G.L. c. 90, § 51E, a full term is three years. When the term of any Commissioner expires, their successor shall be appointed to serve for the term of three years. Vacancies on the Airport Commission shall be filled for the unexpired term by the appointing authority.

The Commission shall choose one of its members as the chair on an annual basis.

**Appointing Authority, Size, and Composition:** Under M.G.L. c. 90, § 51E, members of the Airport Commission shall be appointed by the Norwood Board of Selectmen. The Airport Commission shall consist of an odd number of members not less than three or more than eleven. At least one member shall have experience in aeronautics.

<u>Criteria for Membership</u>: Airport Commissioners must meet the qualifications of Commissioners under M.G.L. c. 90.

**<u>Time Commitment:</u>** Approximately two to five hours of time commitment is expected each month.

#### **Responsibilities of the Airport Commission:**

The Airport Commission shall have the care, custody, and responsibility for the airport. It shall be the commission's duty to maintain and operate the airport and navigation that is both profitable for, and responsive to, the needs of the community. The Commission shall exercise all the powers and duties of airport commissions under the M.G.L. c. 90, §§ 51E–51N and any applicable federal law or Town bylaw or regulation.

Each Airport Commissioner is also expected to become familiar with, and abide by, the Commonwealth's laws governing conflict of interest and the conduct of public officials during public open meetings and hearings, including but not limited to the Open Meeting Law, M.G.L. c. 30A §§ 18–25; 940 CMR 29.01–29.11.

The additional training of airport commissioners is often provided by the Massachusetts Airport Management Association as well, and each Norwood Airport Commissioner is expected to take advantage of these professional development opportunities to the extent practicable.

#### Airport Manager:

Under M.G.L. c. 90, § 51E, the Airport Commission may appoint an Airport Manager who shall be qualified by general management experience and aeronautical knowledge and shall be the executive officer of the Airport Commission. The Airport Commission may also appoint an Assistant Airport Manager who shall also be qualified. The Assistant Airport Manager shall act in place of the airport manager at such times

and under such conditions as the Airport Commission may direct. The Airport Manager, and the Assistant Airport Manager when acting in place of the Airport Manager, under the direction of the Airport Commission, shall be responsible to the Airport Commission for the proper maintenance and operation of the airport and all facilities under his or her supervision.

**Expected Attendance:** The Airport Commission shall aspire to meet at least once each month and shall hold more meetings if necessary. Each Commissioner is expected to attend all meetings except in extraordinary circumstances and to work outside meeting hours to perform community outreach and other activities related to the Airport Commission's mission as necessary.

Meetings: The Airport Commission's meetings shall be open to the public.

**Reporting:** The Airport Commission shall issue an annual report for the annual Town Meeting, detailing its prior year activities as well as its goals and plans for the coming year. The Airport Commission will serve to communicate its activities to the community at large. If requested, the Airport Commission is also expected to brief the Board of Selectmen and/or General Manager.



Charles D. Baker, Governor Karyn E. Polito, Lieutenant Governor Jamey Tesler, Acting Secretary & CEO Jeffrey DeCarlo, Administrator



#### Application for Assistance MassDOT Aeronautics Division Form AD1 (Last Modified: March 1, 2021)

1. DATE SUBMITTED:			AIRPORT: NORWOOD	MEMORIAL AIF	PORT
		ON	CITY: Norwood, MA		
RE-APPLICATION	PLANNING		Y PUBLIC		PRIVATE
MASSACHUSETTS AIRPOR	RT SYSTEM PLAN (MASP) AIF	RPORT RANKING	:		
AIRPORT CONSULTANT:	DuBois & King				
CONGRESSIONAL DISTRIC	CT: 8			a construction of the	
	29 Percen / TW/C Pelocation	n	and the second		
PROJECT DESCRIPTIO	N:	11	and the second second		
	••••••				
This project involves the d	lesign and reconstruction of	f RW 10-28 (3580	)' x 75') and the relocati	on of TW C (16	500' x 35').
PROJECT JUSTIFICATI	ON:				
RW 10-28 was last reconst	ructed in 1994 and has a PO	CI of 47 and is in	need of rehabilitation.	TW C has a dire	ect connection from an
apron to Runway 17-35 ar	nd the realignment will corr	rect this non-coni	orming issue.		
· · · · · · · · · · · · · · · · · · ·					
Attach an 8.5 x 11" ske	etch showing the location o	of the project			
3. PROJECT COST BREAK					ΤΟΤΑΙ
CONSULTANT	\$850,000	ASIVIP ELI		LIGIDLE	\$850,000
CONSTRUCTION	\$8.845.000				\$8.845.000
EQUIPMENT	4010101000				
OTHER COSTS					
ADMINISTRATION	\$5,000				\$5,000
TOTAL PROJECT COST	\$9,700,000				\$9,700,000
	PEAKDOWNI-				
	AIP ELIGIBLE	ASMP FLIC	IBLE INFI	IGIBLE	TOTAL
FAA SHARE	\$8,730,000	A TRACTOR BALLAND			\$8,730,000
STATE SHARE	\$485,000				\$485,000
LOCAL SHARE	\$485,000				\$485,000
TOTAL PROJECT COST	\$9,700,000				\$9,700,000

5.	PROJECT SCHEDULE:	
	START DATE: October 2021	COMPLETION DATE: December 2022

6. PROJECT	COST EX	PENDITURE SCH	HEDULE:			
CALENDAR	FISCAL	FISCAL QUARTER <sup>1</sup>	FAA SHARE	STATE SHARE	LOCAL SHARE	TOTAL
2022	2023	1	\$2,700,000	\$150,000	\$150,000	\$3,000,000
2022	2023	2	\$6,030,000	\$335,000	\$335,000	\$6,700,000
'	ļ!	I				

7. OTHER INFORMATION:	YES	NO	N/A
IS PROJECT REFLECTED IN STATE CAPITAL IMPROVEMENT PROGRAM (CIP)?	$\square$		
IS PROJECT REFLECTED IN FEDERAL CAPITAL IMPROVEMENT PROGRAM (CIP)?	$\boxtimes$		
IS PROJECT REFLECTED IN AIRPORT MASTER PLAN (AMP)?			
IS PROJECT REFLECTED IN AIRPORT LAYOUT PLAN (ALP)?	$\boxtimes$		
DOES PROJECT CORRECT INSPECTION DEFICIENCY?			

8.	SPONSOR CERTIFICATIONS:	YES	NO	N/A
1.	SPONSOR WILL COMPLY/HAS COMPLIED WITH THE MASSACHUSETTS GENERAL LAWS FOR THE PROCUREMENT OF THE PROJECT.	$\boxtimes$		
2.	SPONSOR WILL OBTAIN/HAS OBTAINED ALL ENVIRONMENTAL PERMITS FOR THE PROJECT.	$\boxtimes$		
3.	SPONSOR WILL MEET/HAS MET DBE <sup>2</sup> OR M/WBE <sup>3</sup> REQUIREMENTS FOR THE PROJECT. ENTER ANTICIPATED % DBE <sup>3</sup> or M/WBE <sup>4</sup> PARTICIPATION: _4.5%_			
4.	SPONSOR WILL ASSURE/HAS ASSURED THAT ALL NECESSARY SAFETY PRECAUTIONS HAVE BEEN TAKEN FOR CONSTRUCTION ON THE AIRPORT.			
5.	SPONSOR WILL NOTIFY/HAS NOTIFIED ALL AIRPORT USERS OF PROPOSED PROJECT.	$\boxtimes$		
6.	SPONSOR WILL HAVE/DOES HAVE AVAILABLE FUNDS FOR LOCAL SHARE OF PROJECT.	$\boxtimes$		

9. TITLE:	NAME & SIGNATURE:	DATE:
AIRPORT CONSULTANT	July adea	9/13/21
AIRPORT MANAGER	Russ Moguni	9-14-21
AIRPORT COMMISSION CHAIRMAN	beth m	9.162
MASSDOT – AERONAUTICS DIVISION DIRECTOR OF AVIATION PLANNING		
MASSDOT – AERONAUTICS DIVISION DIRECTOR OF AIRPORT ENGINEERING		
MASSDOT – AERONAUTICS DIVISION ADMINISTRATOR		

10. MASSDOT - AERONAUTICS DIVISION COMMENTS:

<sup>1 -</sup> Q1 = July to September | Q2 = October to December | Q3 = January to March | Q4 = April to June 2 - DBE Goal is used for projects with any amount of federal participation; cross out M/WBE. 3 - M/WBE Goal is used for projects with <u>no</u> federal participation; cross out DBE.

### **PROPOSED PROJECT WORKSHEET**

FAA – New England Region, Airports Division

Airport:	Planned Fiscal Year:	
Project Title:	Date Prepared:	

**PROPOSED PROJECT:** Provide a brief summary of the project and attach a drawing (8.5"X 11") depicting the development, if applicable

<b>DESIGN CODES:</b>	Runway Design Code (RDC	C):	Visibili	ty:
	Taxiway Design Group (TD	G):		
PROJECT CONSI	DERATIONS:			
- Will this project be phased	1?			If yes, how many?
- Is this project depicted on	the current ALP on file with	he FAA?		ALP Date?
- Obstacle Action Plan (OA	P) submitted to FAA?			OAP Date?
- Is there a federally owned	NAVAID/VISAID within the	e project area?		
- Has this project or a comp	onent of this project been ide	ntified in and RSAT mee	ting?	
- Has this project or a comp	onent of this project been ide	ntified in and Pt 139 insp	ection?	
- Will this project impact ex	kisting Instrument Approach F	Procedures (IAP) to the ai	irport?	
- Have local permits been re	eceived for this project?			If not, when are they anticipated?
- Will the airport sponsor ha	ave adequate local matching s	hare funding in place for	the proj	ject's execution?
NEPA:	CATEX Para:	FONSI/ROD Date:		Tribal Coordination Req'd:
Section 106:				
				Attach copy(ies) of SHPO coordination, as necessary
ESTIMATED COS	TS:			
Major Work Elements			Unit	Quantity Unit Cost Total Cost

Contingency A/E Services Administrative Expenses (Sponsor) Applicable Federal Share

Subtotal

Estimated Federal Share

**Total Project Cost** 



September 15, 2021

Mr. Russ Maguire, Airport Manager Norwood Memorial Airport 111 Access Road Norwood MA 02062

SUBJECT: Norwood Memorial Airport AIP No. 3-25-0037-039-2020 Post Monitoring Years 1 and 2 FAA Payment Request No. 5-Final

Dear Mr. Maguire:

Attached please find copies of FAA Pay Request No. 5-Final for the above referenced project. The payment request includes DuBois & King, Inc. invoice no 921059.

The Commission should anticipate the following reimbursement sources for the total amount billed to date:

FAA\$ 15,401.35Total\$ 15,401.35The Commission should anticipate the following reimbursement sources for the total amount billed to date:

	Total	FAA	MassDOT	OWD
	Invoice			
Sponsors Administration Costs	\$ .00	\$ .00	\$.00	\$ .00
DuBois & King, Inc.	\$14,401.35	\$14,401.35	\$00	\$ .00
Total Recommended Payments	\$14,401.35	\$14,401.35	\$00	\$ .00

If you have any comments or questions don't hesitate to contact me at 603-637-1043.

Very truly yours, DuBOIS & KING, INC.

ty Cecla

Jeffrey A. Adler, P.E., Senior Project Manager

### **Airport Sponsor Grant Closeout Worksheet**

LOC ID:

 Airport Sponsor's Name:
 Norwood Airport Commission

 Airport Name:
 Norwood Memorial Airport

Airport Name: Norwood Memorial Airport AIP Grant Number: 3-25-0037-039-2020

Project Description/Title: Post Construction Monitoring Years 1-2

#### Grant Closeout Requirements.

(General Standards for AIP Grant Closeouts are available in FAA Order 5100.38D, <u>Airport Improvement Program (AIP)</u> <u>Handbook</u>, Chapter 5, Section 8. Grant Closeout.)

In order for the FAA ADO (Airports District Office) to close a grant, the ADO and sponsor must have done the following:

- Physically complete all projects in the grant (as discussed in Table 5-32)
- Complete all grant administrative and financial requirements (as discussed in Table 5-33)
- Complete the closeout processing steps (as discussed in Table 5-34)

FAA policy is for these steps to be completed in a timely manner, and that grants should not be open for more than four years from when the grant was issued. Grants open beyond four years may be subject to additional scrutiny by various offices within the federal government, may affect a sponsor's ability to receive new grants, and may require additional sponsor and ADO reporting requirements.

Documents Required for All Grants	Yes	No	
1. Amendment Request: Request in accordance with Section 7 of the AIP Handbook.		X	
2. FPSW: Final Payment Summary Request Worksheet has been submitted.	X		
3. SF-271: Final Pay Request SF-271 Form has been submitted (or SF-270, as appropriate).	X		
4. SF-425: Final Pay Request SF-425 Form has been submitted.	X		Î
5. Final Invoices: Attach final invoices as appropriate or required by FAA ADO.	X		
Documents Conditional on Grant type	Yes	No	N/A
<ol> <li>Planning Grant Deliverables (For Planning Grants)</li> <li>List planning deliverables due as part of this grant, showing FAA has reviewed, accepted, or approved the deliverables as applicable.</li> </ol>	$\boxtimes$		
<ul> <li>7. Sponsor Final Closeout Report is attached. (For development grants, address all projects in the grant). Brief project summary include the below items, as applicable:</li> <li>Project history, with significant events during the life of the project identified.</li> <li>Discuss significant dates as appropriate (e.g. bid opening, award of contract, construction start, construction complete, final inspection, final payment, DBE utilization, etc.)</li> <li>Discuss significant change orders and significant changes in quantities.</li> <li>Noise Grants: Summarize/submit Noise Land Inventory and Reuse Plan.</li> <li>State Block Grants: Describe how the sponsor has followed the requirements in the block grant master agreement, annotating documents submitted to the ADO.</li> <li>AWOS projects: Summarize and confirm requirements have been met, with appropriate references/dates.</li> </ul>	X		
8. <b>ALP:</b> The As-Built, Revised, or Updated ALP has been submitted to the FAA.			X
9. Equipment: Inventory of Non-Expendable Personal Property document(s) is/are attached.			
10. As-Built Construction Drawings: On file with Sponsor or submitted as required by ADO.			X
11. Exhibit "A" Property Map has been submitted to the FAA.			X
12. Environmental Requirements have been met.	X		
Added closeout requirements (Sponsor shall contact the FAA for clarification)	Yes	No	N/A
13.			
14.			
15.			
16.			
Airport Sponsor's Representative (printed) Contact's Phone Number	Date		
Jeff Adler (603) 637-1043	9	17	121

REQUEST FOR ADVAN	CE -	1. TYPE OF PAYMENT REQUESTED	a. "X" one or both	n boxes CE IRSEMENT ble box L	CASH
3. FEDERAL SPONSORING AGENCY AND		TIONAL	4. FEDERAL GR		DENTIFYING NUMBER
FAA	JOINITTED		3-25-0037-039	9-2020	
5. PARTIAL PAYMENT REQUEST NUMBER FOR THIS REQUEST	6. EMPLO		ATION	7. FINANCIAL A IDENTIFICATIO	SSISTANCE N NUMBER
5           8.         PERIOD COVERED BY THIS REC           From:         03/01/2021         To:         09/17/	QUEST		J		
5         PERIOD COVERED BY THIS REC           From:         03/01/2021         To:         09/17/           9. RECIPIENT ORGANIZATION	2021				
5 8. PERIOD COVERED BY THIS REC From: 03/01/2021 To: 09/17/ 9. RECIPIENT ORGANIZATION Name: Norwood Airport Commission	2021		J		
5 8. PERIOD COVERED BY THIS REC From: 03/01/2021 To: 09/17, 9. RECIPIENT ORGANIZATION Name: Norwood Airport Commission Street1: 111 Access Road	n				
5 B. PERIOD COVERED BY THIS REC From: 03/01/2021 To: 09/17/ 9. RECIPIENT ORGANIZATION Name: Norwood Airport Commissio Street1: 111 Access Road Street2:	n				
5 3. PERIOD COVERED BY THIS REC From: 03/01/2021 To: 09/17/ 9. RECIPIENT ORGANIZATION Name: Norwood Airport Commission Street1: 111 Access Road Street2:  City: Norwood Countyr	n				
5 3. PERIOD COVERED BY THIS REC From: 03/01/2021 To: 09/17/ 9. RECIPIENT ORGANIZATION Name: Norwood Airport Commission Street1: 111 Access Road Street2: City: Norwood County: State: Norwood	n				
5 3. PERIOD COVERED BY THIS REC From: 03/01/2021 To: 09/17/ 9. RECIPIENT ORGANIZATION Name: Norwood Airport Commission Street1: 111 Access Road Street2: City: Norwood County: State: MA: Massachusetts Province:	n				
5 3. PERIOD COVERED BY THIS REC From: 03/01/2021 To: 09/17/ 9. RECIPIENT ORGANIZATION Name: Norwood Airport Commissio Street1: 111 Access Road Street2: City: Norwood County: State: MA: Massachusetts Province: Country: USA: UNITED STATES	n				

Name:	MassDOT -	- Aeronautics		 	 	
Street1:	Logan Of	ice Center	 	 		
Street2:	One Harbo	orside	 			
City:	East Bost	con				
County:			 ]			
State:	MA: Massa	achusetts				
Province:			 ]			
Country:	USA: UNI	TED STATES	 	 		
ZIP / Post	al Code:	02128-2009	 			

		UN	T OF REIMBURSEMENTS	S/A					<u></u>
ACTIVITIES	NS/	(a)	20.106	(b	(b)	(C)			
									TOTAL
a. Total program (As outlays to date	of date) /17/2021	\$	49,975.00	\$	\$	\$			\$ 49,975.00
b. Less: Cumulative pr income	ogram								
c. Net program outlays minus line b)	(Line a		49,975.00			-			49,975.00
d. Estimated net cash o advance period	outlays for								
e. Total (Sum of lines of	c & d)		49,975.00						49,975.00
f. Non-Federal share of on line e	famount								
g. Federal share of amo line e	ount on		49,975.00						49,975.00
h. Federal payments pr requested	eviously		34,573.65						34,573.65
i. Federal share now re (Line g minus line h)	equested		15,401.35						15,401.35
j. Advances required by month, when	1st month								
requested by Federal grantor agency for use in making	2nd month						· · · · · · · · · · · · · · · · · · ·		
prescheduled advances	3rd month								
12. ALTERNATE C	COMPUTAT	ION	FOR ADVANCES ONLY						
a. Estimated Federal ca	ash outlays	that	will be made during period	d c	covered by the advance				\$
b. Less: Estimated bal	ance of Fed	eral	l cash on hand as of begin	nin	ng of advance period				
c. Amount requested (L	ine a minus	line	e b)					-	\$
13. CERTIFICATIO	DN .								
I certify that to the best conditions or other agree	of my know eement and	ledg tha	ge and belief the data on th t payment is due and has r	ne not	e reverse are correct and that a ot been previously requested.	all outlay	s were made in a	acco	rdance with the grant
SIGNATURE OR AUT	HORIZED C	ER	TIFYING OFFICIAL					DAT	E REQUEST SUBMITTED
								L	
TYPED OR PRINTED	NAME AND	тіт	LE				, , , , , , , , , , , , , , , , ,		
Prefix:		Firs	t Name: Mark			Mido	Ile Name:		
Last Name: Rya	n				······	Su	uffix:		
Title: Chairman									
TELEPHONE (AREA C	ODE, NUM	BE	R, EXTENSION)						
781-255-5616									

This space for agency use

Public reporting burden for this collection of information is estimated to average 60 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0004), Washington, DC 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

			100%	(3)	AIP ອາສາຍ	5 15,401.35						۲				
	1 and 2)		Federal Share %:	<u>(0)</u>	MOn=Paritenzating ©335	<u></u> '	- fortus	 <u>کیری</u> د	\$ - <u>v</u>		- -	- -	-	- -	\$ -	<u>ېر</u> د
1-25-0037-039-2020	ost Monitoring (Years		S-Final	(0)	ATP BIGIDIC COSE	\$ 15,401.35			\$ '	\$	\$	\$	\$	\$	\$ -	\$
VIP Grant Number: 3	Description: F	I	eimbursement No.	(S)	nvoice Amount	15,401.35				1	•	-	•	-	-	-
4			Re	() ()	) 1926 BAG	Due \$			Ş	\$	Ş	\$	\$	\$	\$	\$
				(B)	invore: Date	9/16/21										
				(Z)	lavore Number	921059							-			
Name: Norwood Airport Commission	Airport: Norwood Memorial Airport	Address: 111 Access Road	City/State: Norwood MA		Vention/Geasy/Description	DuBois & King/										

I certify that to the best of my knowledge and belief the billed costs or disbursements are in accordance with the terms of the project and that the reimbursement represents the Federal share due, which has not been previously requested and that all work is in Date accordance with the terms of the award. Signature

34,573.65 ŝ PREVIOUS REIMBURSEMENTS

15,401.35

Ş

AMOUNT OF THIS REIMBURSEMENT

TOTAL REIMBURSEMENTS \$

49,975.00

**INVOICE SUMMARY** 

PROJECT INFORMATION

**GRANT RECIPIENT INFORMATION** 

				PAGE	OF	PAG
DEPARTMENT OF TRANSPORTATION	Fc	orm approved		1. PROJECT NO	).	
FEDERAL AVIATION ADMINISTRATION	Bu	udget Bureau No. 04-R0004		3-25-0037-0	039-2020	
				2. GRANT AGRE	EEMENT	
SUMMARY O	F PROJECT COST	-S		CONTRACT NO		5-Final
Print or type data requested. Read instructions	on reverse before completing	form.				
3. SPONSOR'S NAME AND ADDRESS				4. PERIOD END	ING	
Norwood Airport Commission, 12	25 Access Road, Norv	vood MA 02062		9/17/20	21	
5. OFFICIAL NAME AND LOCATION OF AIRP	ORT			6. MAXIMUM FE	DERAL FUN	DS
Norwood Memorial Airport					-	
			-	10. ESTIMATE C		
	8. LATEST	9. ACTUAL COS	51	OF TOTAL COS		ED
	REVISED TOTAL	INCURRED TO DA	ATE	AND TO BE INC	URRED	
7. DESCRIPTION	ESTIMATED					
		AMOUNT	PERCENT	AMOU	NT	PERCENT
		(a)	(b)	(a)		(b)
1. Administration	\$0.00	\$0.00	0%			
2. Engineering						
Permitting	\$32,790.00	\$32,790.00	100%			
Administration	\$17,185.00	\$17,185.00	100%			
Total	\$49,975.00	\$49,975.00	100%			
11. CERTIFICATION - I certify that the la total final cost of each item; that amount and, when applicable, that the estimates used and construction accomplished me included in the project records.	atest revised total estimate s shown as actual costs in of the costs to be incurred et the requirements of the	d cost shown above refle curred to date are true ar I reflect the best informat plans and specifications,	cts the best ir nd correct and ion available. as evidenced	formation avail are supported I further certify by certified tes	able as to ti by records that the ma t and inspe	he probable of the sponsor aterials ction reports
DATE	SIGNATURE OF SPONSOR	(S ENGINEER				

9/17/21 Jeff adden FAA Form 5100-7 (a-70) SUPERSEDES PREVIOUS EDITION



ENGINEERING • PLANNING • DEVELOPMENT • MANAGEMENT

Norwood Airport Commission Attn: Mr. Mark Ryan, Chairman 111Access Road Norwood MA 02062 September 15, 2021 Invoice No: 921059 Project No: 326166

TERMS: Net 30 days from invoice date, 1.5% per month charged thereafter.

#### For professional services rendered through September 9, 2021

For engineering services related to Post Monitoring

AIP NO. 3-25-0037-039-2020

Project Phase		Contract Amount	Percentage Complete		Previous Billed		Current Invoice		Total to Date
Article C Permitting Article D Administration	\$ \$	32,790.00 17,185.00	100% 100%	\$ \$	27,871.50 6,702.15	\$ \$	4,918.50 10,482.85	\$ \$	32,790.00 17,185.00
Total Contract Amount	\$	49,975.00		\$	34,573.65	\$	15,401.35	\$	49,975.00
Total Amount Earned to Date Less Previous Billing	\$ \$	49,975.00 34,573.65							
Total Amount Billed this Invoice	\$	15,401.35							

18 Constitution Drive Suite 8 • Bedford, New Hampshire 03110 (603) 637-1043 (866) 783-7101 (FAX) www.dubois-king.com

### Federal Financial Report

(Follow form Instructions)

1. Federal	Agency and O	rganizational Element to Wh	ich Report is Subm	nitted 2. F	ederal G	Frant or Other I	dentifying grants u	Number Assigned by Federal
Federal Airport	Aviation Ac s Division	dmnistration		3-	25-0037	7-039-2020	grunto, u	
<u> </u>		· · · · · · · · · · · · · · · · · · ·		L				
3. Recipie	nt Organization	(Name and complete addre	ss including Zip co	de)				
Recipient	Organization N	ame: Norwood Airport	Commission					
Street1:	111 Access	Road			]			
Street2:					]			_
City:	Norwood		Coun	ty:				
State:	MA: Massach	usetts				Province:		
Country:	USA: UNITED	) STATES			ZIP	/ Postal Code:	02062	
4a. DUNS	Number	4b. EIN		5. Recipien	t Accoun	t Number or Id	entifying	Number
0842115	720000	04-6001254		(To report n	nultiple g	rants, use FFF	R Attachm	nent)
·	J							
6. Report	Туре	7. Basis of Accounting	8. Project/Grant I	Period		9. Reporting	Period E	ind Date
Quarte	erly	Cash	From:	To:		09/1	7/2021	
	Annual	Accrual	L					
Final	II .							
10. Transa	actions	I	I		······································			Cumulative
(Use line	s a-c for single	or multiple grant reporting)						
Federal	Cash (To repo	rt multiple grants, also use	FFR attachment)	:				
a. Cash I	Receipts							0.00
b. Cash I	Disbursements							0.00
c. Cash o	on Hand (line a	minus b)						0.00
(Use line	s d-o for single	grant reporting)						
Federal	Expenditures a	and Unobligated Balance:						
d. Total F	Federal funds a	uthorized			- <u></u>			49,975.00
e. Federa	al share of expe	enditures						49,975.00
f. Federa	Il share of unliqu	uidated obligations						0.00
g. Total F	ederal share (s	sum of lines e and f)						49,975.00
h. Unobli	igated balance	of Federal Funds (line d min	us g)					0.00
Recipier	nt Share:							
i. Total re	ecipient share re	equired						0.00
j. Recipie	ent share of exp	enditures						0.00
k. Remai	ining recipient s	hare to be provided (line i m	inus j)					0.00
Program	n Income:							
I. Total F	ederal program	income earned						0.00
m. Progr	am Income exp	ended in accordance with th	e deduction alterna	ative				0.00
n. Progra	am Income expe	ended in accordance with th	e addition alternativ	/e				0.00
o. Unexp	ended program	n income (line I minus line m	or line n)					0.00

11. Indirect Expense							
а. Туре	b. Rate	c. Period From	Period To	d. Bas	e e	. Amount Charged	f. Federal Share
							······
			g. Totals:				
12. Remarks: Attach any explanation	ons deemed r	necessary or info	ormation require	d by Federal sp	onsoring agency in	compliance with g	overning legislation:
		Ad	ld Attachment	Delete Attach	ment View Attac	hment	
13. Certification: By signing this expenditures, disbursements and am aware that any false, fictitious administrative penalties for fraud and 3801-3812).	report, I cert d cash recei s, or fraudul I, false state	tify to the best of pts are for the p ent information ments, false cla	of my knowledg ourposes and o , or the omissio aims or otherwi	je and belief th bjectives set f on of any mate se. (U.S. Code	at the report is tru orth in the terms a rial fact, may subj Title 18, Section 1	ue, complete, and and conditions of ect me to crimina 1001 and Title 31,	l accurate, and the the Federal award. I al, civil or Sections 3729-3730
a. Name and Title of Authorized C	ertifying Offic				-		
Prefix: Fir	st Name: Ma	rk			Middle Name:		
Last Name: <sub>Ryan</sub>					Suffix:		
Title: Chairman							
b. Signature of Authorized Certifyin	g Official			c. Telepl	none (Area code, n	umber and extens	ion)
				781-25	5-5616	]	
d. Email Address				e. Date	Report Submitted	14. Agency us	e only:

Standard Form 425

#### AIRPORT SPONSORS FINAL CLOSEOUT REPORT

#### NORWOOD MEMORIAL AIRPORT

**ENVIRONMENTAL MONITORING (Years 1-2)** 

AIP NO. 3-25-0037-039-2020

#### **1. NARRATIVE**

- 1) Brief History: The project involved post construction monitoring (years 1-2) as required by the MassDEP variance issued on June 7, 2018 for the Taxiway A Relocation project. The monitoring was performed each year and reports were submitted to FAA and DEP.
- 2) Key Dates:
  - (a) Grant issued July 10, 2020
  - (b) December 2019 annual monitoring report
  - (c) December 2020 annual monitoring report
- 3) Deleted Work Items: There were no deleted work items
- 4) Non-participating Work Items: There were no non-participating work items.

#### <u>2. DBE</u>

1) Utilization and Final Participation Information: There was no DBE participation as this work was accomplished by subconsultant Epsilon Associates who prepared the original variance and subsequently followed with the monitoring.

- Juffy Ceden

#### NOTICE TO PROCEED

(DATE)

TO: <u>C. Naughton Corp.</u> <u>663 Elm Street</u> Bridgewater MA 02324 

 SUBJECT:
 Norwood Memorial Airport

 TITLED:
 Construct Taxiway D and Runway

 Approach Obstruction Removal

You are hereby notified to commence work within 10 calendar days on Construction of the subject project together with all necessary appurtenances, and to diligently prosecute this work. Completion shall be obtained within 60 calendar days of the commencement. Start time for this contract will be computed from October 4, 2021 (Date)

Norwood Airport Commission

BY:

Chairman

NP-1



The TOWN OF NORWOOD

Commonwealth of Massachusetts

Norwood Memorial Airport

Russ Maguire, A.A.E., ACE, Airport Manager

OFFICE ADDRESS 111 Access Road Norwood, MA 02062 MAILING ADDRESS 111 Access Road Norwood, MA 02062

September 22, 2021

Town of Norwood/Community Preservation Committee (CPC) Attn: Patty Griffin Starr, Chair 566 Washington Street Norwood, MA 02062

#### Re: Letter of Support for CPC-Funded Playground

Dear Patty:

On behalf of the Norwood Airport Commission (NAC), I'm writing to you with a request to support a CPC-funded playground here at Norwood Memorial Airport.

If you've spent any time on our facility, you're perhaps aware of the airport's main observation area. Here, visitors—young and old—like to congregate on the hill overlooking the airport in order to watch aircraft take off and land. This is also the area where the NAC has committed considerable funding already to improve the viewing experience for our visitors. To date, we've constructed two public parking lots, planted trees and shrubbery, and installed a flagpole along with picnic benches and tables; and next year, we hope to add even more upgrades such as a block modular retaining wall and guard rail.

Since we began making these improvements, the volume of pedestrian traffic has increased dramatically. This is why we believe a playground would be ideal. In this observation area, we see lots of young children who frequent the airport almost daily along with their parents or caregivers. A playground here would also represent a first, since the Town doesn't presently have a playground east of Neponset Street.

I'd be happy to meet you at the airport, Patty, and to provide you with a tour of the proposed site. Please feel free to contact me anytime.

Thank you.

Sincerely,

Russ Maguire, Manager Norwood Memorial Airport Main: 781-255-5615 E-mail: rmaguire@norwoodma.gov



TUCKAMORE AVIATION CORPORATION 7 DEWEY ST HUDSON, MA 01749

September 15, 2021

Norwood Memorial Airport Manager Office 111 Access Road Norwood, MA 02062

Attn: Russ Maguire, Airport Manager

RE: Tuckamore Aviation Corporation; Fuel Service Vehicle

Dear Russ,

Tuckamore Aviation Corporation has acquired a custom built fuel service vehicle (FSV) to be used during operations supporting Federal contracts with US Department of The Interior, Office of Aviation Services (OAS) and US Forest Service (USFS).

This FSV consists of a 760-gallon tank mounted on 10,000 lb GVW trailer. It was built to be in compliance with US Department of Transportation regulations, following specifications provided by OAS.

Tuckamore Aviation Corporation plans to secure its FSV at Norwood Memorial Airport when not deployed elsewhere for helicopter operations.

Sincerely,

Moura U

Monica A. Snow Tuckamore Aviation Corporation

#### Zimbra

#### MAMA - Proposed \$1000 Landing Fee Bill Shelved

From Massachusetts Airport Management Association <executivedirector@massairports.com>

SubjectAMA - Proposed \$1000 Landing Fee Bill Shelved

To:rmaguire@norwoodma.gov

Reply Toecutivedirector@massairports.com

Zimbra



## **IN BRIEF**

#### **Proposed \$1000 Landing Fee Bill Shelved**

September 16, 2021 -- The fight to defeat the \$1,000 landing fee bill introduced in the Massachusetts Senate earlier this year has successfully terminated the legislation through the coordinated efforts of aviation organizations, including MAMA, the NBAA, MBAA, AOPA and dozens of comments filed by Massachusetts airports and individuals. The stated purpose of the bill, filed by Senator Julian Cyr, was to "mitigate the climate impact of private and corporate air travel." However, it immediately became obvious that passage would pose an serious threat to aviation statewide.

When the news was announced, MAMA Executive Director Tom Hurley said, "We are pleased to see that this ill-conceived bill, which would have been devastating to Massachusetts' airports, will not move forward in the Massachusetts legislature. Rather, we would urge lawmakers and state and federal regulators to adequately fund our statewide airports to assure safety, economic and educational development and prepare for the new, sustainable technologies that are just around the corner."

MAMA will continue to monitor and inform members of important federal and state legislation that affects the Commonwealth's 37 public use airports.

For more information or comment write to: Tom Hurley Executive Director Thu, Sep 16, 2021 05:30 AM

### NORWOOD AIRPORT COMMISSION RUSS MAGUIRE, AIRPORT MANAGER MANAGER'S REPORT: 9/4/21—10/18/21

### - Major Projects/Issues-

#### Wings & Wheels

On 10/16, the Town held a three-hour *Wings & Wheels* event on the airport in which 370 citizens participated. The event was co-hosted by both the Airport and Recreation departments, with strong support from *Flight Level's* management and staff. Attendees who pre-registered for the event were given escorted tours inside the airport fence where a number of aircraft were arranged in a static display, along with municipal vehicles from the Norwood Police, Fire, Light, and Public Works departments. (The static display area encompassed much of *Flight Level's* lots A,B,C.) Additionally, in the upper parking lot by the air traffic control tower, the Recreation Department set up activities for small children.

#### **Pavement Crack Seal Projects**

Previously, airport management had sent an advertisement to the Town purchasing agent for a pavement crack-seal project to be completed no later than October 15. Two qualified contractors, *Superior Sealcoat* and *Sealcoating* dba *Indus*, subsequently provided bids; and with its more competitive pricing, *Indus* was selected to address the work.

- On 9/29, *Indus* mobilized to separately address some on-airport crack seal work with *Flight Level* (lots A,B,C) and *Boston Executive Helicopters* (west apron).
- On 9/30, *Indus* then returned to the airport to address the advertised Town project: to crack seal runway 17/35, taxiway A, taxiway E, and taxiway C (west).

#### **Herbicide Treatment**

On 10/12, *Vegetation Control Service* applied herbicide to about 15,000 linear feet of wildlife/perimeter fence. Per the airport's vegetation management program, the Town's Board of Health and Conservation Commission were given advance notice of this herbicide application.

#### **Airport Improvement Project, Pre-Con Meeting**

On 9/30, the Airport Manager (AM) met remotely with officials from FAA and MassDOT-Aeronautics, and engineers from *DuBois & King*, who chaired a pre-construction meeting. The grant project will address re-construction and re-location of taxiway D, plus the removal of airspace obstructions in the vicinity of runway 28's approach end.

#### **Monthly Revenues**

For the month of September, one deposit was posted to the Treasurer's office. This totaled \$31,300.42 in payments (see *Attachment A*).

#### **Monthly Fuel Flowage**

For the month of August, *BEH's* bills of lading for fuel totaled 10,500 gallons. At \$.07/gallon, the Town received \$735 in flowage fees. (*Attachment A*).

### - Informational Updates -

#### **Tuckamore** Aviation FSV

On 9/15, the AM received a letter from *Tuckamore Aviation Corporation* noting the storage of a fuel service vehicle (FSV) on the airport. In a follow-up e-mail, *Tuckamore* confirmed that the company would not store/dispense fuel on the airport using the FSV.

#### **Professional Development**

On 9/24, the AM met with other municipal department heads for professional development.

#### **Air Traffic Counts**

For the Norwood Airport's September 2021 air traffic reports, see *Attachments B-C*. See *Attachment D* for a seven-year look at Norwood's air traffic count in the month of September.

## **September Financial Report**

REVENUE TYPE	AMOUNT THIS PERIOD	FY 2022 YTD	FY 2021	FLN FBO <sup>1</sup> THIS PERIOD	BEH FBO <sup>2</sup> THIS PERIOD
Land Leases	\$30,065.42	\$66,196.26	\$265,972.23	\$14,146.56	\$12,000.00
Fuel Flowage Fees	\$735.00	\$9,721.11	\$32,760.42	\$0	\$735.00
Aircraft Tie-Down Leases	\$0	\$0	\$0	\$0	\$0
Security Badge Fees	\$500.00	\$1,900.00	\$6,200	\$0	\$0
Revolving –	\$0	\$0	\$2,718.90	\$0	\$0
Insurance Recovery					
General <sup>3</sup>	\$0	\$270.00	\$0	\$	\$
Landing Fees	\$0	\$11,388.00	\$27,352.00	\$0	\$0
TOTAL	\$31,300.42	\$89,475.37	\$335,003.55	\$14,146.56	\$12,735.00

 <sup>&</sup>lt;sup>1</sup> Flight Level Norwood, LLC
 <sup>2</sup> Boston Executive Helicopters, LLC
 <sup>3</sup> General revenues include commercial permit and public records request fees, and FEMA reimbursements, etc.

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		8				0000	10		711	5		222		1 01
244	108	108	114			107	7		22		17	ഗ		30
290	104	104	164			162	2		22		œ	14		29
82	20	20	45			43	2		17		10	7		28
210	36	36 36	55	_		153	2		19		12	7		27
280	110	110	26			125	-		44		29	15		26
251	112	112	19			119			20		16	4		25
39			11			11			28		16	12		24
254	142	142	84			81	ω		28		24	4		23
166	100	100	42			39	u З		24		20	4		22
347	178	178	39	_		137	2		30		23	7		21
362	132	132	99	_		196	ω		31		18	13		20
322	108	108	93	_		192	Ъ		21		13	œ		19
125	72	72	24			24			29		24	თ		18
44									44		35	9		17
86	58	58	9			9			31		26	5		16
126	48	48	45			42	<del>з</del>		33		22	11		15
317	140	140	55	_		152	ω		22		8	14		14
256	124	124	6	_		101	5		26		20	6		13
179	36	36	03	-		101	2		40		19	21		12
352	152	152	67	-		165	2		33		25	8		11
222	80	80	28	-	ω	124	1		14	2	10	2		10
22			5			5			17		13	4		60
160	46	46	86	1		84	14		16		14	2		80
242	74	74	46	4		137	9		22		12	10		07
217	72	72	27	1		127			18		14	4		90
159	89	68	69			68	-		22		16	თ		05
253	104	104	28	4		123	თ		21		17	4		04
336	136	136	66	-		161	5		34		24	10		03
136	52	52	59			59			25		16	9		02
125	50	50	49			47	2		26		20	6		2
Operations	Ops			Itinera Ops	1			3	Ininerant Ops					
Total	Total Local	/il Mili	o O	Tota	M	GA	AT	AC	Total	M	GA	AT	AC	Day
		-				VFR					R	-		
S S S S		y Operation	Facilit				Count	operations	Allpoirt					Ι
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o win					od, MA	1: Norwo	Locatior				а.	Norwood	ty Name:	Facili
	d	. RECOL	COUNT	ONS (	PERATI	ORT OF	R - AIRP	TOWEF	TRACT	A CON	F۵			

	SYMBOLOGY
AC =	Air carrier-type aircraft (e.g., Delta, United)
AT =	On-demand aircraft that use three-letter ID at beginning of call sign
GA =	General aviation FAR Part 91 aircraft using 'N' at beginning of call sign
MI =	Military

B

597	595	6	536	53		2			2		Total
											3
18	18		18								30
28	28		28								29
12	12		10	2						-	28
30	30		30								27
26	26		26								26
16	16		16				U.				25
10	10		10								24
12	12		8	4							23
14	14	2	4	8							22
24	24	>	22	2							21
48	48		42	ი							20
38	38		38								19
6	4		2	2		2			2		18
											17
8	8		8								16
0	9		4	2							15
16	16		14	2							14
10	10		10								13
30	30		30								12
18	18		18								11
42	42	4	34	4							10
											60
18	18		14	4							80
66	66		54	12							07
14	14		14								90
20	20		20								05
თ	6		6								04
32	32		28	4							03
23	23		22	1							02
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Total Overflights	Total	MI	GA	AT	AC	Total	MI	GA	AT	AC	Day
		_IGHTS	R OVERFI	VF			LIGHTS	-R OVERFI			
				OUNT	FLIGHT CO	OVER					
Loc Ident.	Mo. Yr. 0 9 2 1			, MA	ocation: Norwood			d	Norwoo	ity Name	Facili
	ORD	Y RECC	JMMAR	IGHT SU	VERFL	T TOWER O	NTRAC	FAA CO			

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## MONTHLY TOTAL, AIR TRAFFIC COUNTS (2015-2021)

September

2015	2016	2017	2018	2019	2020	2021
5,072	5,226	5,183	6,320	6,468	6,520	6,813