



# Airport Topics

## FAA Western - Pacific Region

Volume V Issue 3

April 2017

### MESSAGE FROM THE DIRECTOR, OFFICE OF AIRPORTS

We are excited about working with each of you to complete our collective goals and objectives for this Fiscal Year! We hope that the articles in this newsletter help provide context on some of the things we hope to achieve as a region.

#### Federal Aviation Administration (FAA) Annual Airports Conference

By now each of you should have received information on our upcoming annual conference. The conference will be held June 13-15, 2017 at the Anaheim Convention Center, located in Anaheim California. We encourage you to bring elected officials and/or board members who could benefit from gaining a better understanding of the federal requirements that you/ as an airport owner/operator must follow.



Mark McClardy

This year's conference will be free (i.e., no registration fee). Attendees simply need to register at our Eventbrite site which can be found at [FAA-AWP-2017AirportsConference.Eventbrite.com](http://FAA-AWP-2017AirportsConference.Eventbrite.com). As of this mailing, nearly 300 people have registered. We only have room for about 450 people so registration will be on a first come first basis until space runs out. I encourage everyone who is interested to register ASAP!

There is no designated conference hotel for this event so out of town attendees may lodge at any hotel of their choosing. We recommend either the Anaheim Marriott Suites or the Hilton Anaheim. However, there are many other hotels within walking distance of the convention center that will fit every budget!

#### Disadvantaged Business Enterprise (DBE) – Federal Contracts and Airport Concessions

US DOT has established programs to ensure that there is a level playing field for small minority or women owned businesses competing for contracts (DBE) or airport concession (ACDBE) opportunities. FAA has

#### In this issue:

Message from the Director	1	Honolulu ADO News	7
AWP Spotlight	3	Los Angeles ADO News	8
Planning and Programming	4	Phoenix ADO News	9
Safety and Standards	5	San Francisco ADO News	13

# MESSAGE FROM THE DIRECTOR, OFFICE OF AIRPORTS

*(continued)*

reflected these regulatory requirements in Grant Assurance 37. There are a number of requirements with regard to both contracting and concessions, however, the main requirements are with regard to programs, goals, reporting, and shortfall analyses. In the DBE program, airports must have a DBE Program Plan, establish overall goals covering a 3-year period (due August 1), provide a report on their annual DBE participation (due December 1), and conduct an analysis if there is a shortfall (due December 31). Similarly, in the ACDBE program, primary airports must have an ACDBE Program Plan, establish overall car rental and non-car rental goals covering a 3-year period (due October 1), provide a report on their annual ACDBE participation (due March 1), and conduct an analysis if there is a shortfall (due April 1). Civil Rights and Airports staff work together closely to ensure airports understand and comply with their obligations.

As part of our Anaheim conference, the FAA's Office of Civil Rights will conduct workshop sessions covering DBE Requirements, Americans with Disabilities Act (ADA), and Title VI. I encourage everyone to attend!

*Mark A. McClardy, Director*

## Federal Aviation Administration (FAA) Western-Pacific Region — 8th Airports Conference



**June 13 - 15, 2017**

**“Ascending to the Next Level of Airport Safety, Sustainability, and Efficiency”**

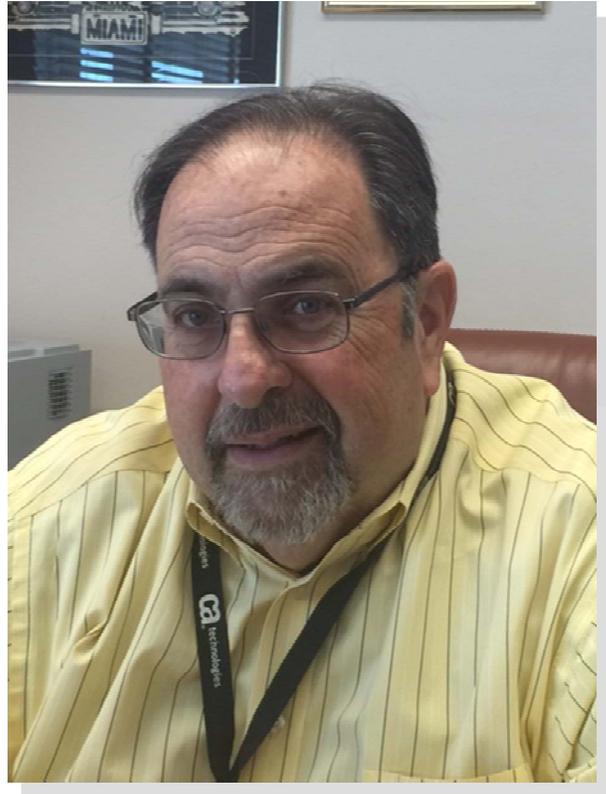
## AWP SPOTLIGHT

### *Harry Mavrogenes*

This quarter I want to Spotlight Harry Mavrogenes, Director of the Stockton Metropolitan Airport. Mr. Mavrogenes was appointed as the Airport Director on February 24, 2014, after serving as the Interim Director since July 2013. Mr. Mavrogenes joined the Airport realizing how the Airport could benefit from his development experience. According to Mr. Mavrogenes, it's about relationships and keeping people informed.

Mr. Mavrogenes joined San Joaquin County in November 2012, as Chief Deputy County Administrator. During Mr. Mavrogenes' tenure as Chief Deputy County Administrator, an Economic Strategy for the County has been developed. Mr. Mavrogenes successfully developed a strong presence for San Joaquin County in the Silicon Valley, including a San Joaquin County Office in Santa Clara. He also obtained Governor Brown's approval to designate the County as an Innovation Hub (iHub). Mr. Mavrogenes previously served as Executive Director of the San Jose Redevelopment Agency, operating the largest Redevelopment Agency in the State of California. During the 9 years of service as Executive Director, Mr. Mavrogenes directed numerous development agreements, and supervised over half a billion dollars in major public/private capital projects. He worked closely with the Federal Aviation Administration and the San Jose Airport in setting-up regulations and standards for development around the San Jose Airport.

Mr. Mavrogenes is using his experience in economic strategy and development, to move the Stockton Airport to the next level. He has increased operations by bringing Amazon® cargo operations to the Stockton Airport. Mr. Mavrogenes looks beyond the typical airport funding options, acquiring a \$9.7 million commitment for the Federal Inspection Station from the local Council of Governments. This facility is key to bring international flights from Mexico and other international locations. For Mr. Mavrogenes the key is planning for the future. He looks to be ahead of the curve, so when a company is looking to expand, Mr. Mavrogenes and the Stockton Airport are ready.



**Harry Mavrogenes**

*Robin Hunt, Deputy Director*

# PLANNING AND PROGRAMMING

## *How To Submit A Good Passenger Facility Charge (PFC) Application*

Passenger Facility Charge (PFC) is a great source of finance to maintain airport infrastructure. Unlike the federally funded Airport Improvement Program (AIP), PFC are local funds collected from boarding passengers and can very much be used to pay for airport improvement projects and no have to follow AIP procurement and contracting rules. Many of the applications submitted to the FAA are generally sufficient. However, some applications lack supporting details. Please ensure the following items are included in the applications:

- **Project description:** The project must be concise and clearly identified, including the specific dimension, location, quantities. Drawings and studies are very helpful.
- **Justifications:** As appropriate for the type of projects, provide details current conditions, ages, PCIs, and reasons that the work is required.
- **Objective:** Ensure the project meet one of the PFC objective (safety, security, capacity, competition, and sound insulation).
- **Eligibility:** Ensure the projects are eligible before consulting with the airlines or submitting an application. Contact the ADO if unsure.
- **Level of Collection:** Only the projects meeting the airside needs criteria are eligible for \$4.50. For surface transportation and terminal projects, adequate provisions must be made for airside needs. Financial plan must satisfy all of its airside needs.
- **Significant Contribution:** Only required for projects being requested at the \$4 or \$4.50 level at a large or medium hub airport. The project must meet the significant contribution test to improving air safety and security, increasing competition among air carriers, reducing current or anticipated congestion, or reducing the impact of aviation noise on people living near the airport. Write the significant contribution to specifically show how one of these options can be met.
- **Reasonableness of Costs:** show the total PFC funds requested is reasonable in relation to project scope for similar projects on other airports.

*Richard Chao, Airports Program Specialist*



## SAFETY AND STANDARDS

### *Vanquishing the VPD - Inclement Weather & Low Visibility*



**Runway With Low Visibility Conditions**

This publication is directed primarily towards airport management to be disseminated to all levels of personnel working at your airfield. Vanquishing the V/PD can be accomplished through a solid partnership between the FAA and airport management. The responsibility of making sure that the proper safeguards are in place; however, lies squarely on the shoulders of airport management. Please use this information and all that follows as a guide by which to provide a safer environment at your airfield.

Airfield Operations personnel have a demanding job under normal circumstances. That job becomes more demanding when fog or other inclement meteorological conditions reduce the visibility at your airport. When visibility is reduced it not only becomes more difficult for Airfield Operations personnel to perform normal duties like aircraft escorts but it also becomes very difficult to perform special duties like low visibility runway lighting checks. Low visibility conditions can disorient even the most seasoned Airfield Operations professional and increase the likelihood of that person becoming involved in a runway incursion.

When inclement weather occurs at your airport, please follow the low visibility driving tips offered below:

- Whether your airport advocates runway inspections be conducted with the flow of aircraft traffic or opposed to the flow of aircraft traffic, begin the inspection from the same taxiway/runway location each time. Be logical and consistent. Not every airport is equipped with surface detection equipment and in low visibility conditions the Air Traffic control Tower (ATCT) may not have visual contact with your vehicle. Beginning your runway inspection from the same location will provide a level of confidence that your entry point to the runway(s) will not cause ambiguity in the tower regarding what runway you are requesting clearance into and what your direction of travel will be. Remember that if the reported visibility is 2 SM and/or less than 800 foot ceiling, the vehicle must be clear of any ILS critical areas. In your communications with the ATCT, be sure to include both the runway you are requesting clearance onto and taxiway designation of your location.

## SAFETY AND STANDARDS

### *Vanquishing the VPD (continued)*

- Conduct all low visibility lighting inspections in the direction of travel from which they will be used by the aircraft.
- If facing inbound aircraft between parallel runways from a common connector taxiway, remember runway designations for left/right runways are now reversed in regards to driver orientation. Therefore, if cleared onto runway 28R do not make the mistake of making a right hand turn onto the incorrect runway 28L.
- Complacency leads to uncertainty. If, while on the runway in low visibility conditions, the ATCT suddenly amends your clearance, the complacent driver cannot react immediately to comply with the amended clearance. Likewise, if the ATCT asks your position, the complacent driver cannot reply with an immediate and accurate position report.
- During low visibility runway inspections always have an airport diagram in hand regardless of how experienced you are. Very few Airfield Operations personnel have committed the airport's entire sign and marking plan to memory.
- Always know your location on the runway in relation to the next available taxiway exit (both left and right) in case the tower amends your clearance and instructs you to exit the runway at a specific taxiway.
- Utilize service roads as much as possible and avoid unnecessary travel on runways and taxiways unless absolutely necessary.
- Roll down windows of the vehicle and listen for aircraft approaching your vicinity.
- If you become disoriented, clear the runway or taxiway and request assistance.
- Listen to the ATCT and develop a mental picture of aircraft locations both airborne and on the ground.
- Develop a proficiency log for personnel who conduct low visibility runway checks. If you have not performed runway checks driven in low visibility conditions within a specified period of time, drive with a supervisor or coordinator who is current in low visibility conditions.

Care and caution are two strategies that will help Airfield Operations personnel from inadvertently straying onto a runway while performing tasks on the airfield during low visibility conditions. Runway incursions are serious in high visibility conditions but might be catastrophic in low visibility conditions.

Reproductions of this, past and subsequent issues of Vanquishing the VPD are available on FAAWebsite: [http://www.faa.gov/airports/western\\_pacific/newsletter/](http://www.faa.gov/airports/western_pacific/newsletter/)

*Steven Oetzell, Lead Airport Certification Safety Inspector*

## HONOLULU ADO NEWS

### ***HDOTA - Airports Geographic Information Systems (AGIS) Workshop***

On March 1-2, 2017, the Hawaii Department of Transportation Airports Division (HDOTA) hosted an Airports Geographic Information Systems (Airports-GIS) training and workshop at the Honolulu International Airport for Airport Sponsors, Aviation Project Managers, Surveyors and Airport Consultants.

The workshop provided technical assistance to implement FAA's requirement for safety critical airport data to be entered into the Airports-GIS portal. AECOM provided the bulk of the technical assistance training focusing on how to collect the data for input into the portal including:

- Statement of Work
- Geodetic Control Plan
- Imagery Plan
- Survey & Quality Control Plan

The FAA AGIS Help Desk and the National Geodetic Survey (NGS) office were a valuable addition to the workshop. Surveyors received direct guidance and feedback from NGS and airport sponsors got hands on help on getting projects started in the AGIS portal.

The workshop was well attended and included representatives from American Samoa, the Commonwealth of the Northern Mariana Islands (CNMI) and the U.S. Air Force. Today, safety critical AGIS projects in



American Samoa, CNMI and Hawaii are moving forward thanks to the efforts and partnership of HDOTA, FAA AWP and FAA HQ.

A special “Mahalo” (Thank You) to HDOTA for their continued leadership and partnership to ensure that our airports are the safest, most efficient airspace system in the world.

***Kimberly Evans, Community Planner***



**Clockwise from upper left:**

**Mark Howard from NOAA and FAA AGIS Help Desk contractors Mike Sammartino and Dave Perry, Ed Copeland from AECOM, Benton Ho from HDOTA getting answers from the Help Desk, and audience of professionals.**

## LOS ANGELES ADO NEWS

### *Plan Your Flight, Fly Your Plan*

The old cliché repeated to student pilots remains as relevant today in flying as it does in any endeavor that hinges on the importance of proper planning. In our work in airports, creating a solid plan for the future is the most effective method of ensuring that these facilities remain available and functional for airport users. Forcing the convergence of community support, environmental clearances, funding, designs, permitting, and all of the other necessary aspects of a project at just the right time and place requires a level of focus that is easily derailed by the inevitable unforeseen issues.

The Airport Capital Improvement Plan (ACIP) can often fall victim to the best laid plans of mice and men. A small stack of file folders is currently holding down my desk awaiting my attention. The folders contain the beginning phase of grants for different airport improvement projects. While some may be for planning documents and others for construction work, they all have one thing in common- they don't contain the project I was expecting to see this year.

Before I open the folders, I can guess a few things about the projects they contain. First, they likely use only entitlement funds. Second, the project is likely Categorical Excluded from the National Environmental Policy Act. Third, I can guess that these projects will likely not have bids open until later in our fiscal year. I can guess all of these things because they all seem to be harmless, simple actions without a significant impact on the individual airport sponsor or our overall program. However, much like the decision to change a seemingly small aspect of a flight, these changes have a habit of creating a ripple that turns into a wave.

Those entitlement funds, which are allocated to each airport, don't affect other airports unless they are transferred, so at first glance, it would seem a benign action to change the project they pay for. However, the "new" project could be the precursor to a larger, also unplanned, project that will need discretionary or state-apportionment funds to accomplish and will become the subject of a difficult conversation at next year's ACIP meeting. Moreover, the projects listed in an ACIP, even those that only use the airport's entitlement funds, are not just the airport's "wish list". They represent a mutual plan which benefits the airport and the national system of airports. Swapping one entitlement-only project for another circumvents the decisions made regarding federal participation in projects, which may have had more to do with federal goals than with balancing our checkbook.

The required environmental work very often involves a CatEx that was not completed by our December 31st deadline. A CatEx is usually expected to be simple and quick, but the determination that a project can be categorically excluded can take significant time and attention from our staff. We often find that the stack of CatEx's to be reviewed has become the most daunting part of our day-to-day environmental workload. An unexpected CatEx, while seemingly small and simple, adds weight to an already stressed system.

Finally, these projects often have bids opening later in the year than our anticipated May 1st deadline. While this may not seem to have a significant effect on the project, the delay in the start of the project can have a strong effect on the rate at which the grant funds are used, which is a federal goal. Late bids also can cause issues with the ADO's ability to program the current year funds as they become available. It also makes it much more unlikely that the ADO will be able to secure additional funds for bid alternatives.

More to the point, creating and sticking to a three-year ACIP is the airport's best bet to arrive at the right project. Changing your destination, the route you'll need to take, and the resources you'll need to get there invites the unforeseen and unpredictable. If we stick to our plan we can ride out the bumpy spots together and get where we're going.

*Patrick Lammerding, Assistant Manager, Los Angeles ADO*

## PHOENIX ADO NEWS

### *Phoenix-Mesa Gateway North Apron Reconstruction*

The Phoenix-Mesa Gateway North Apron serves as the airport's primary general aviation ramp. The Apron was likely constructed during the summer of 1941 just before World War II, back when the airport was Army Air Corps, Mesa Military Airport and shortly thereafter renamed Williams Field Army Air Corps Base.

The Arizona Department of Transportation (ADOT), Pavement Condition Index (PCI) study had rated the area with a PCI of 44, meaning it was in need of reconstruction.

Planning, design and construction followed a plan to execute the project in fiscal year 2017 and to capitalize on any available funds that might be available near fiscal year 2016 end. This included early submittal of National Environmental Policy Act (NEPA) documents, bid opening in March, and a bid package that contained alternates to accommodate increased funding should it become available.



**Phoenix Mesa-Gateway North Apron Completed**

- Categorical Exclusion (CATEX) was requested and approved in January 2015
- The Phoenix ADO recommended the project for the Discretionary Candidate List (DCL) in October 2015
- Application was submitted November 2015
- Bids were opened March 24th of 2016
- Discretionary funds were released for the project in early July 2016 with grant agreement 3-04-0078-038-2016 signed August 16, 2016.

Timelines are typical of what is expected and preparations to maximize available funding assisted both the federal government and Phoenix-Mesa Gateway Airport Authority in getting this project underway.

## PHOENIX ADO NEWS

### *Phoenix-Mesa Gateway North Apron Reconstruction (continued)*

Interesting fact: The grant number deciphered, 3-04-0078-038-2016

- 3 = Department of Transportation / FAA Grant
- 04-0078 = NPIAS Number, with 04 standing for state (Arizona)
- 038 = Sequence Number, there have been 37 other grants issued
- 2016 = Year the grant was issued

Useful links regarding this article:

[https://www.faa.gov/airports/western\\_pacific/regional/phoenix/](https://www.faa.gov/airports/western_pacific/regional/phoenix/)

<http://www.gatewayairport.com/>

<https://www.azdot.gov/planning/airportdevelopment/development-and-planning/airport-pavement-management-system>

*Tim Morrison, Program Manager/Civil Engineer*



**Left — Pulverizing the old concrete for the Phoenix Mesa Gateway North Apron**

**Below — Finishing the new concrete for the Phoenix Mesa Gateway North Apron**



## PHOENIX ADO NEWS

### *AIP-Funded Airport Project Predesign Meetings*

AIP predesign meetings are important when initiating an AIP-funded airport development project. These meetings are also commonly known as AIP design meetings and/or AIP scoping meetings; however, in order to be consistent with current FAA Advisory Circular (AC) terminology, these meetings will be referred to as predesign meetings for the remainder of this discussion.

When a sponsor applies for and receives AIP funding, they are responsible for accomplishing project engineering and administration requirements. The sponsor shall use qualified technical resources to accomplish project design and to prepare a bid package that complies with Federal and local regulations and standards.

A predesign meeting should be held for all but the most basic airport improvement projects; this meeting is essential when a project is of sufficient magnitude and complexity. This effort may involve separate meetings to facilitate discussion with specific stakeholders. The sponsor shall contact the FAA project manager prior to commencement of the project design phase and discuss the level and extent of a predesign meeting required for the project.

A predesign meeting offers the opportunity for discussion of project issues related to acceptable and expected design parameters, airport safety considerations, construction phasing, environmental considerations and mitigation and various project administration requirements. This meeting also confirms the limits of AIP participation. The predesign meeting should be held prior to formally establishing the scope of services for the project consultant contract. A thorough predesign meeting will allow the sponsor and associated consultant(s) to accurately complete a thorough project scope of services thus limiting misdirected design efforts.

The timing of a predesign meeting is critical. To facilitate the readiness of the project bid package for advertising, bid opening, bid analysis and project award recommendation early in the Federal fiscal year, a predesign meeting should be completed seven to nine months prior. Depending on the complexity of the project, the predesign meeting may need to be scheduled earlier to address items such as geotechnical investigations/analysis, environmental mitigation, Safety Management Systems/Safety Risk Management panel(s), reimbursable agreements, flight procedures amendments, NAVAID impacts, AGIS, etc..

The magnitude and complexity of the project will be a factor in who needs to attend the predesign meeting. In general and at a minimum, the sponsor, their consultant(s) and the FAA project manager should participate in the meeting; however, other attendees may be invited depending on the scope of the project. Other attendees may include (but are not limited to): other FAA organizations (Air Traffic, Airport Traffic Control Tower, Flight Procedures, Technical Operations, Flight Standards, Airport Part 139 inspector(s), etc.), state agencies, airport operations and maintenance, airport tenants (i.e., fixed based operators, airlines, etc.), utility companies, sub-consultants, etc.

Although the above discussion is oriented towards airport development projects, predesign meetings are critical and important for AIP-funded planning, environmental, and land acquisition projects as well. Additional AIP predesign meeting guidance is provided in FAA AC 150/5370-12B Quality Management for Federally Funded Airport Construction Projects.

*Brad Davis, Lead Engineer*

## PHOENIX ADO NEWS

### *Farewell to Lorraine Herson-Jones*

We are pleased, but also sad to recognize Lorraine Herson-Jones, ADO Assistant Manager who has accepted a promotion to Manager of Airport Compliance in Washington, DC. Lorraine joined the ADO in early 2014 and has been a tremendous asset to the office. Her legal, environmental and compliance background were valuable and we will miss her guidance. We wish Lorraine, her husband Gene & the dogs much happiness in this new stage of life.



**The Farewell Lunch, From Left, Clockwise:**

**Mark Sedarous, Joe Carlini, Kyler Erhard, Lorraine Herson-Jones, Dee Phan, Mike Williams, Jared Raymond, 3 Random People Who Sat Near Our Table, Holly Dixon, Vannessa Sellman, Ricky Sanchez, Mike Cox, Brad Davis, and Tim Morrison.**

*Mike N. Williams, Manager*

## SAN FRANCISCO ADO NEWS

### *Do You Know Who Prepares All Your AIP Grant Offers?*

Meet the exceptional person who helps drive the internal success of the SFO-ADO's Airport Improvement Program (AIP) programming efforts – Presenting the Oz behind the curtain, or in this case, the “Oz-ette,” Perpetua “Pet” Mandap.

While likely unknown to most outside stakeholders and consultants, Pet Mandap, has a high-impact role behind the scenes of the SFO-ADO's issuances of AIP grants.

Pet is a Programming Specialist, with a key differentiator being that Pet started her Federal Aviation Administration (FAA) career in September 1986, which amounts to over 3 decades of pioneering programming experience! As such, she has a competitive tacit knowledge advantage, as there aren't many aspects of the programmatic efforts that are unfamiliar to Pet.



**Pet Mandap**

Along with daily direct interactions with the ADO Program Managers, Planners, and Environmental Protection Specialists, Pet is a consummate relationship-builder and has developed loyal partnerships with Airport Sponsor finance folks, National and Regional Programmers, along with Delphi Accounting staff. Pet also assists the Compliance Specialist by providing financial reports and FAA files from the Federal Records Center.

Pet works with FAA proprietary financial software programs and processes internal approval coordination of grant application packages. She is also the focal point for preparation of ADO messaging and communication letters to the Airport Sponsors.

Those who have worked with Pet, will all unanimously agree that her wonderful personality and optimistic engagement style is a key reason for her success. Every fiscal year, Pet's pivotal sharing of insights has made her a key influencer in how we, in the SFO-ADO, handle the grants application processing work flows.

Pet stated that her office priority is to make sure everyone gets critical information in a timely and orderly manner. Pet has several inspirations. She is an avid San Francisco Bay Area sports fan and car racing enthusiast. Also, Pet's father was a boxer and she has a strong background in Taekwondo, Jiu-jitsu, Filipino martial arts, as well as boxing. Pet stated that the inner strength and discipline, acquired through martial arts, has complementarily translated into her being a well-rounded and versatile contributor within in the FAA.

***Fernando Yanez, Planner***



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**WESTERN—PACIFIC SUGGESTION BOX**

If you would like to suggest an article or topic for the newsletter, please contact the ADO Manager for your area. Be prepared to provide information, photos, and references to material if requested.

If you would like to be added to the e-mail list for this publication, please contact the FAA Western Pacific Region, Airports Division Office.

Contact information is given above.

