



**Federal Aviation
Administration**

Air Traffic Organization (ATO) National Airspace System Planning & Integration (NPI)

FAA Great Lakes Airports Region

Fall Conference

Nov 7, 2008

**Central Service Area
Planning & Requirements**



Functions of NAS Planning & Integration Team

- **Provide Strategic Planning support to the Directors of Operations within the Central Service Area. “Big Picture” arm of the Service Center**
- **Service Area liaison to Regional Administrators, Airports Divisions, Airport Sponsors, & State Aviation Officials**
- **Interfaces with other FAA lines of business to ensure Horizontal Integration (H.I.) of planning activities within the Agency**
- **Serves as focal point for Reimbursable Agreements**



NAS Planning and Integration Teams

North Team

Manager – Kirk Jorgensen
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Larry Smith (MO, NE, IA, KS)
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South Team

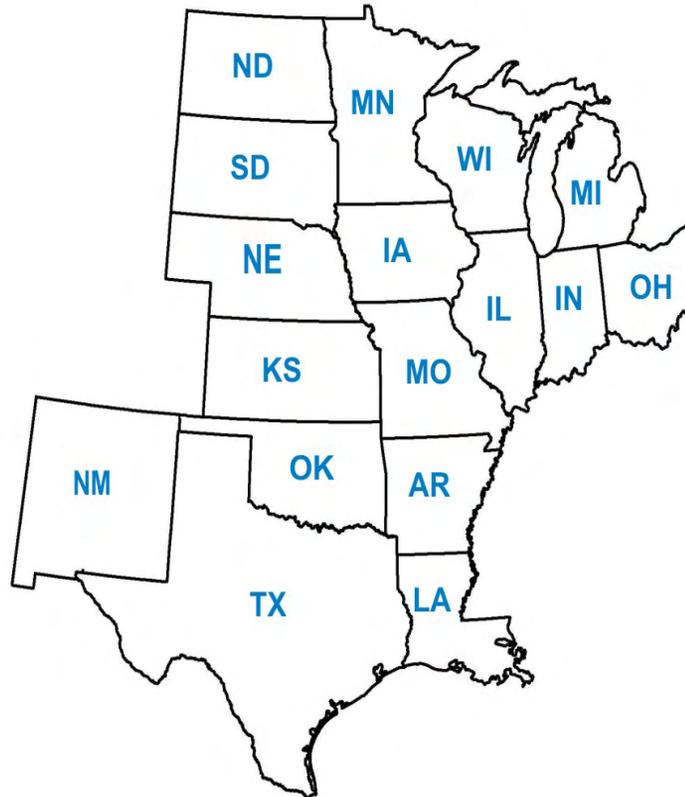
Manager – Tony Borrego
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Service Unit Assignments

Terminal
Dao Pham

Enroute
Steve Juricek

System Operations
Steve Juricek

Technical Operations
Bobby Darr

Reimbursable Team
Victoria Borrego



FAA – Air Traffic Organization
Central Service Center
Planning and Requirements
NAS Planning & Integration (NPI) Team

What is a Reimbursable Agreement?

- **A Reimbursable Agreement is a legal document executed by an FAA Contracting Officer and a Sponsor under which the FAA provides, and is reimbursed for materials, supplies, equipment, and/or services.**
- **A Reimbursable Agreement provides resources to protect the operation of the NAS.**



When is a Reimbursable Agreement required?

- **When a Sponsor's project impacts an FAA facility by:**
 - 1. Requiring relocation, replacement, or modification of an FAA facility due to the airport's or sponsor's improvement and / or project**
 - 2. Impairing the technical and operational characteristics of an FAA facility**



What services will the FAA provide for Reimbursable Agreements?

FAA services can include:

- **Engineering**
- **Site Selection**
- **Equipment Specifications**
- **Construction Oversight**
- **Installation & Testing**
- **Flight Inspection**



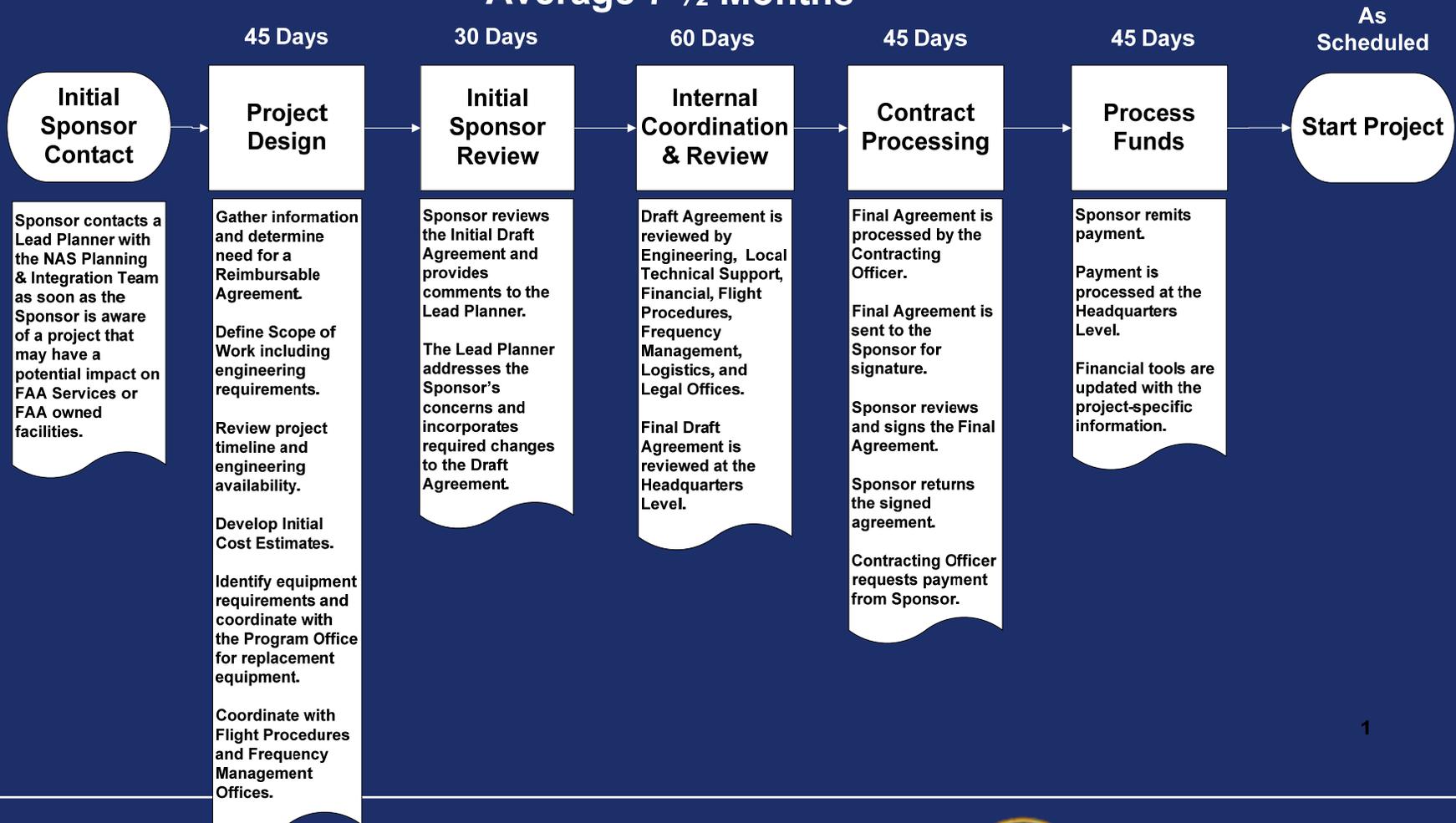
What are the Customer Service Challenges with Reimbursable Agreements?



What are the Customer Service Challenges with Reimbursable Agreements?

Reimbursable Timeline

Average 7 ½ Months



What are the Customer Service Challenges with Reimbursable Agreements?

Cost Estimates

- Need well defined scope of work
- Low & High Estimates impact negatively
- Centralized resources increase cost



What are the Customer Service Challenges with Reimbursable Agreements?

- Prepayment of the Agreement
- Project Close-Outs (Refunds)



What are the Customer Service Challenges with Reimbursable Agreements?

Prepayment

- FAA Finance Office policy requires the sponsor to fund the entire cost of the project in advance
- Exceptions are rare but may be requested



What are the Customer Service Challenges with Reimbursable Agreements?

Project Close-Outs (Refunds)

1. The return of funds may be expedited by completing and returning to the address on the form. The Accounts Payable section of Accounting require this completed form to refund money requested by the Accounts Receivable
2. Prompt notification of changes with banking information submitted with the original grant information. Banks merge and buy each other out; Be mindful of changes to prevent delays of grant payments and drawdowns.



•Use for Automatic Drawdowns for Grant Money

FOR ECHO PAYMENTS ONLY		
PAYMENT INFORMATION FORM - ACH PAYMENT SYSTEM		
ECHO Control Number (ECN) _____ (For initial ECHO setup agency will assign ECN Number)		
Initial Setup <input type="checkbox"/>	Info Change <input type="checkbox"/>	Grantee Information Change <input type="checkbox"/>
<p>Information from this form is required under the provision of 31 U.S.C. 3322 and 31 CFR 210. Treasury uses this to transmit payment data by electronic means to a company's or a grantee's financial institution. Failure to provide the requested information may delay or prevent the receipt of payments through the Treasury ACH Payment System.</p> <p>Note: See back for instructions on completing this form.</p>		
GRANTEE/COMPANY INFORMATION		
NAME:		
ADDRESS:		
CITY/STATE/ZIP:		TIN:
CONTACT PERSON NAME:		TELEPHONE NUMBER: ()
SIGNATURE OF AUTHORIZED OFFICIAL		FAX NUMBER: ()
DATE: / /		
AGENCY INFORMATION		
NAME: <i>Federal Aviation Administration</i>		
ADDRESS: <i>6500 S. MacArthur Blvd. Oklahoma City, OK 73169</i>		
CONTACT PERSON NAME: <i>Felicia Garnand</i>		<i>(405)-954-1822</i>
FINANCIAL INSTITUTION INFORMATION (Note: Have Your Bank Complete This Section)		
NAME:		
ADDRESS:		
CITY/STATE/ZIP:		
CONTACT PERSON NAME:		TELEPHONE NUMBER:
NINE DIGIT ROUTING TRANSIT NUMBER:		
DEPOSITOR ACCOUNT TITLE:		
DEPOSITORS ACCOUNT NUMBER:		
TYPE OF ACCOUNT: CHECKING <input type="checkbox"/> SAVING <input type="checkbox"/>		
SIGNATURE AND TITLE OF REPRESENTATIVE:		DATE: / / FAX NUMBER: ()

Revised 02/2000



•Use for Manual Drawdowns for Grant Money

PAYMENT INFORMATION FORM - ACH PAYMENT SYSTEM

Initial Setup Info Change Grantee Information Change

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How Are We Addressing These Challenges to Provide Better Customer Service?

- **Increasing Awareness of Upcoming Projects via H.I.**
- **Implementation of an Internal Automated Reimbursable Processing Tool**
- **Establishment of a Cost Estimating Team**
- **Partnership with Business Services Group (Close-Outs)**
- **Increased NAS Planning and Integration Staff**
- **Establishment of a Reimbursable Team**



