

# FAA Western-Pacific Region Airports Conference

## Reimbursable Agreements

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Contracting Officer

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Federal Aviation  
Administration



# Background

- **FAA Advisory Circular 150/5300-7B, “FAA Policy on Facility Relocations Occasioned by Airport Improvements or Changes”**
- **Order 2500.35d, “Reimbursable Agreements Covering Goods and Services Provided by the FAA”**



# Background

- **A reimbursable agreement is a legal document executed by the FAA and a Sponsor under which the FAA provides, and is reimbursed for, materiel and/or services.**
- **Typically necessitated by Sponsor-initiated work that impacts an existing FAA facility.**



# Background

- **FAA principal goal is protecting the operation of the National Airspace System (NAS).**
- **FAA reserves right to determine how FAA NAS facilities shall be relocated in the best interest of the flying public.**
- **Reimbursable agreement ensures FAA responsibility for NAS equipment.**



# Background

- **A reimbursable agreement ensures that**
  - Work on FAA-owned facilities is performed in accordance with regulatory requirements.
  - Performance of facility is maintained
  - Safety and efficiency of NAS is maintained.
  - Impact to facility life cycle (long term maintenance) costs are minimized.
  - Highest level of FAA expertise is available to help address project challenges.
  - FAA and sponsor responsibilities are clearly defined.



# NAS Planning & Integration

- **“Big picture” arm of Service Center; maintains high level understanding of all activities impacting the NAS.**
- **Focal point for external ATO customers. Service Area liaison to Airports Divisions, Airport Sponsors and State Aviation Officials.**
- **ATO point-of-entry for reimbursable agreements.**



# NAS Planning & Integration

- **Lead Planner will coordinate scope and cost with sponsor and FAA Engineering.**
- **Scope of services may include siting study and site selection, engineering, construction, equipment, installation, testing and flight inspections.**
- **Portions of the scope may be contracted out under supervision of FAA engineering.**
- **For complex projects, a “Limited Engineering” reimbursable may be required to fully develop scope and cost.**



# FAA Logistics

- **Contracting Officer is signatory authority to legally obligate the FAA.**
- **Coordinates agreement with Regional Office of Counsel.**
- **Obtains sponsor signature to agreement.**
- **Approves any modification to the agreement.**
- **Note – Reimbursable agreements with foreign governments are coordinated through the Office of International Aviation**



# FAA Engineering Services

- **Provides engineering, construction, installation**
  - Siting to meet regulatory requirements
  - Ensures equipment performance requirements are met
  - Meets FAA design standards and specifications
  - Specialized installation requirements for NAS equipment/facilities
  - Ensures maintenance requirements are met
- **Coordinates facility outages**
- **Coordinates changes to approaches or air routes**
- **Coordinates Flight Inspection**



# Policy Changes

- **FAA overhead rate of 26.5% is included in all agreements.**
- **Draft agreements must now be coordinated with FAA HQ budget and finance offices *prior to* being executed.**
- **Advance payment is required on all reimbursable agreements between the FAA and any non-Federal entity.**

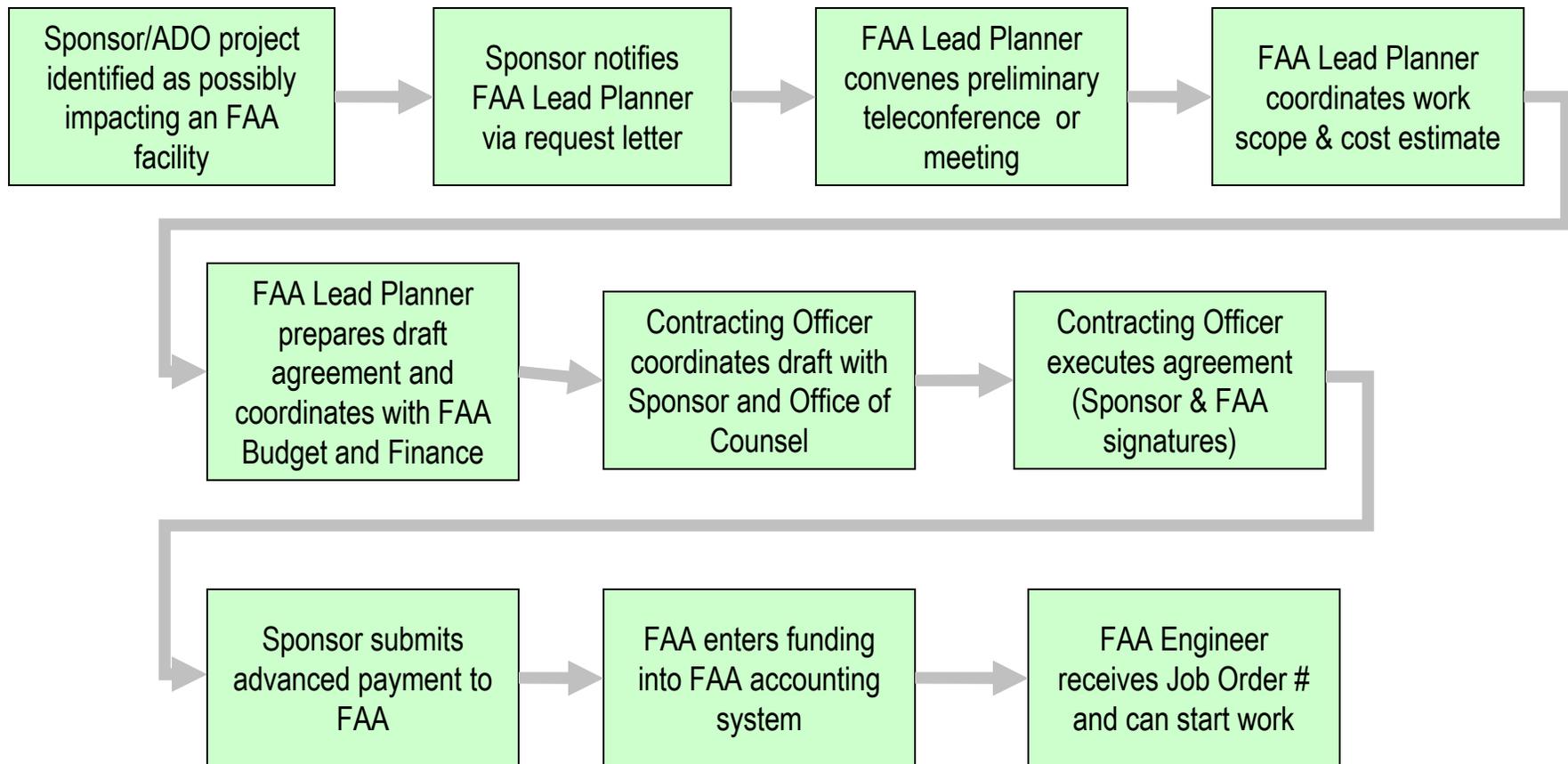


# Policy Changes

- **Once advance payment is received, active project is established and funding entered into FAA accounting system, allowing FAA staff to begin work and charge to the project.**
- **Any change in scope or cost will be negotiated and a modification to the agreement executed with the sponsor before any such work is accomplished.**



# Process Flow



# Early Notification!

- **Sponsor should contact Lead Planner ASAP when scope of construction project *might* impact FAA facilities.**
- **FAA responsible for determining impact and evaluate mitigations and solutions.**
- **Early planning will ensure FAA can provide resources to support sponsor's project schedule.**
- **Include FAA work in comprehensive environmental impact for the project**



# Potential Reimbursable Facilities

- **Navigation and Landing Systems**
  - Nav aids: ILS, RVR, DME, VOR, NDB
  - Vis aids: REIL, PAPI, MALSR
- **Surveillance and Weather Systems**
  - ASR, ASDE
  - ASOS, AWOS
- **Communication Systems**
  - RTR, Fiberoptic Loop, Cable Loop
- **ATCT, Tracons**



# Lead Planners

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- **Questions?**