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Airport NEWS is a quarterly newsletter of the Airports Division, FAA Central Region providing airport managers and consultants with timely and useful information to help them serve their aviation customers. Suggestions and articles are welcome and should be sent to glenn.helm@faa.gov

In This Issue

Manager's Message

Filling the shoes of George Hendon, the previous Division Manager for 26 years, is no easy task (unless you're talking about shoe size). George created an environment where employees take real ownership of their work and customer service is highly valued. I intend to continue along these same lines and work to expand channels of communications and to build even more productive working relationships.

I feel very fortunate to be a part of the Central Region aviation community. The 26 employees of the Central Region Airports Division team are, in my opinion, the most professional and knowledgeable group of employees in the entire FAA. They do amazing work each and everyday. Our region also has exceptional airport managers and consultants who are truly committed to making the Central Region airports as safe and efficient as they can be.

I enjoyed the opportunity to meet many of you during our annual Airports Conference on September 16th and 17th. If you missed the conference, you missed a good one. It was our 25th annual conference and it was packed with many great presentations. The conference also provided a wonderful opportunity to network with other aviation professionals and to see the latest advances in technology and support services from our many exhibitors. As we discussed at the conference, there are many exciting things on the horizon – improvements to the airspace, e-NOTAM, GIS, reimbursable agreement processes, and implementation of Safety Management System (SMS); and to name a few. It is not too early to mark you calendar for next year's conference: September 22-23, 2009.

Jim Johnson
Manager, Airports Division

Columbia Automated Flight Service Station (AFSS) Goes Part-Time

Editor's Note – The following is from Janet Ford at the Columbia AFSS:

First, I want to thank you for your continued support and use of the aviation services provided at Columbia AFSS (COU). Our goal is to provide quality and efficient service to you, our customer, on a continual basis. This message is to inform you that effective July 15, 2008 there were two changes made to Columbia AFSS. First, we are no longer a 24-hour facility. Our new hours of operation are from 5:00 am to 11:00 pm local time, seven days a week. With the continued reduction in staffing and the gradual decrease in traffic demand during late evening and midnight hours, this change assists us in meeting customer service demands more efficiently during peak traffic hours. We continue to welcome walk-in visitors desiring pilot briefing services during our hours of operation and briefings are still available by calling 1-800-WXBRIEF. Secondly, Columbia AFSS is now a pilot weather briefing only facility and provides briefings for the States of Missouri, Kansas, Nebraska, Arkansas, Oklahoma and S. Illinois. Other services such as processing and disseminating Notices to Airmen, in-flight and emergency services for the State of Missouri are provided by the Lockheed Martin Flight Service facility in Ft. Worth, Texas (FTW).

These changes are a part of a continued effort by Lockheed Martin to provide the best quality services possible in the most efficient manner. Again, thank you for

allowing us to be your aviation service provider of choice and, if you have any questions regarding the information provided, please don't hesitate to contact us at 573-875-5319.

Janet A. Ford, Operations Manager
Lockheed Martin Flight Services
Columbia, Missouri

ACIP Data Sheet Form and ALP Design Checklists Updated

The **Airport Capital Improvement Project (ACIP) Data Sheet** form has been updated to include "Help" text to clarify what information is needed.

The **Airport Layout Plan (ALP) Design Checklist** has been updated to include Help text and to incorporate requirements from Change 13 of AC150/5300-13.

Both of these documents supersede previous versions and should be used for AIP projects from this time forward.

Jeffrey D. Deitering, P.E
Airport Planning Engineer – Kansas

Central Region Certification Bulletins Now On-Line

The **Central Region Part 139 Certification bulletins** are now on-line. The primary audience for these bulletins is Part 139 airports (commercial service), but much of the information is applicable to non-Part 139 airports.

No Enhanced Taxiway Centerlines at Runway Approach and ILS Holding Positions

Enhanced taxiway centerlines are not to be installed at runway approach holding positions or at ILS holding positions. Enhanced taxiway centerlines are only installed at holding positions on taxiways where aircraft can immediately enter a runway.

Mike Mullen
Lead Airport Certification Inspector

NTSB Training – Managing Communications During an Aircraft Disaster

The National Transportation Safety Board (NTSB) is devoting two days at its Training Center to offer guidance to aviation public affairs professionals on how to most effectively manage emergency communications following a major aircraft accident. The course **Managing Communications During an Aircraft Disaster** will be offered on October 28-29, 2008, at the NTSB Training Center in Ashburn, Virginia, (near Washington, D.C.) and is aimed at communications professionals working with airports, airlines and corporations with aviation departments.

Peter Knudson
NTSB Media Contact: (202) 314-6219

Consultant Selection for AIP Funded Projects

As we closeout fiscal year 2008, our attention now turns to proposed fiscal year 2009 projects. Some sponsors will need to start the process of selecting an engineering consultant.

In order for engineering fees to remain eligible under the Airport Improvement Program (AIP), the selection of a consultant must comply with Federal Regulation 49 CFR Part 18, United States Code 49 USC 47107 and Title IX. FAA Advisory Circular 150/5100-14d serves as the official FAA policy for Sponsors to assure conformance with these laws and regulations. In addition to AC 150/5100-14, Sponsors within the FAA Central region also has AIP Sponsor Guide AIP-300 as a supplemental resource to guide them through the selection process.

Sponsors should keep the following in mind when conducting their consultant selection process:

- The Sponsor must base the selection of a professional consultant on experience and qualifications. Fee information must not be a factor in the selection phase. Fee information should not be included in the request for qualifications. The sponsor and the selected consultant may only discuss fee information after the selection phase is complete.

- Sponsors should consider the experience of the design team proposed for the project, the qualifications of key personnel, the availability of personnel, and their knowledge of AIP policies, regulations and procedures.

- The Sponsor must conduct the selection process in a fair and reasonable manner, conforming to professionally accepted selection procedures that ensure free and open competition and in a manner that is void of unfair or unethical conduct. Sponsors must avoid a pre-selection mentality.

- Sponsors should solicit through various means to obtain a sufficient number of interested firms. Sponsor must avoid exclusionary practices that limit participation of potential firms.

- The Sponsor may base the selection on one single project or multiple projects.

- For multiple projects selections, the solicitation must list the specific projects. Sponsors must avoid listing projects that cannot be realistically accomplished within the next five years. The sponsor must avoid generic descriptions such as "All AIP funded work to be accomplished in the next five years"

- The sponsor must establish the selection board and the selection criteria prior to advertising for interested firms.

- The FAA will not participate in the selection process. Federal Regulation 49 CFR Part 18.36 prohibits Federal Agencies from substituting their judgment for that of the grantee. The FAA will not offer nor render any judgment or opinion on any firm's past performance or capabilities.

- Using the combined information obtained in the evaluations, the firm's proposals and the respective interviews, the selection board should reach a consensus on which firm is best qualified to accomplish the intended work. Cost must not be a consideration at this point.

- The entire selection process must be well documented to provide a clear and concise record that affirms the process was conducted in a fair and open manner and that Federal requirements where met.

- The FAA's role is to evaluate the selection process used by the Sponsor for the purpose of determining AIP eligibility. The FAA's determination is based on a combination of Sponsor Certification and a cursory review of sponsor's selection documentation

Sponsors who fail to adhere to AIP requirements for consultant selection risk an ineligible determination for the engineering fees.

Mike Rottinghaus
FAA Central Region

Recently Revised or New FAA Publications (a selected list)

Airport Improvement Program
- **ACC/FAA Best Practices – Improving the Quality of Airport Projects** (pdf)

- **Program Guidance Letter 80-05 - AIP Eligibility for Automated Weather Observing Systems (AWOS)** (pdf)

- **Program Guidance Letter 80-06 - Public Availability of Planning and Environmental Documents Prepared with AIP Grants** (pdf)

Airport Cooperative Research Program
- **ACRP Reports**

Advisory Circulars
- **AC 150/5340-18E, Standards For Airport Sign Systems** (pdf)

- **AC 150/5345-53C, Airport Lighting Equipment Certification Program - September 15, 2008 Addendum** (pdf) – Updates to Appendices 1 and 3.

- **Errata Sheet for AC 150/5300-13, Airport Design – Change 13** (doc) - Log of corrections and revisions (July 31, 2008).

- **Errata Sheet for AC 150/5325-4B, Runway Length Requirements for Airport Design** (doc) – Log of corrections and revisions (July 31, 2008).

- **Errata Sheet for AC 150/5340-1J, Change 2, Standards for Airport Marking** (doc) – Log of corrections and revisions (July 3, 2008)

- **Errata Sheet for AC 150/5370-10C, Standards for Specifying Construction of Airports**(doc) - Log of corrections and revisions (July 22, 2008).

CertAlerts

- **CertAlert 08-06: Super-tug Operations on Part 139 airports (All surfaces)** (pdf)

- **CertAlert 08-07: Guidance on the High-Reach Extendable Turret (HRET)** (pdf)

- **CertAlert 08-08: Interpretation of National Fire Protection Association (NFPA) 407 Standard for Aircraft Fuel Servicing paragraph 4.3.6.7** (pdf)

- **CertAlert 08-10: Fuel Safety Training - Update** (pdf) – Cancels CertAlert 80-09.

Compliance

- **Notice of Amendment to Policy Regarding Airport Rates and Charges** (pdf) – Federal Register Notice

Engineering/Design

- **FAARFIELD 1.203 Software** – Updated version of pavement design software

Passenger Facility Charge (PFC)

- **PFC Update: PFC 55-08 - Streamlined PFC Application Procedures for Non-Hub Airports** (pdf)

Safety Management Systems (SMS)

- **Safety Management Systems (SMS) for Airports** – Updated SMS guidance including information on the Second Airport SMS Pilot Study

For a more complete list and to receive automatic e-mail notification of changes, go to **News and New Resources for Airport Projects**. Click on "Subscribe to this page" to the upper right and provide your e-mail address.

Arrivals and Departures

There are no announcements this quarter. Please let us know of future changes in airport personnel

Calendar of Events

Date	Event
October 28-29, 2008	NTSB Training Center **Managing Communications During an Aircraft Disaster** Washington, D.C.
October 30-31, 2008	**Airport SMS: From FAA Pilot Program to Implementation Conference** Sponsored by AEEE, ACI-NA, Mitre Corporation and FAA Baltimore, MD
April 22-23, 2009	Iowa Aviation Conference Sheraton Hotel West Des Moines, IA
September 22-23, 2009	**2009 Annual Airports Conference** FAA Central Region Airports Division Westin-Crown Center Kansas City, MO