

**County Facilities Committee - Airport**  
**Department of Public Works**  
**AGENDA**  
**May 23, 2017 – 9:30am**

Committee Members: *GIRARD, Strough, Beaty, Braymer, Geraghty, Leggett, MacDonald, Montesi, Seeber, Simpson*

**I. Committee Meeting Call To Order..... Chairman Girard**

**II. Motion to Approve Minutes of Prior Committee Meeting..... Chairman Girard**

**III. Action Agenda/New Business**

Page

- 2 Transfer Funds – Contingency funds for Taxiway Repair..... Jeffery Tennyson  
Rationale – \$35,000 for airport culvert replacement under taxiway
- 5 Misc – Auth agreement with/for Adirondack Balloon Festival..... Ross Dubarry  
Rationale – No changes from last year – dates September 22-24, 2017
- 6 Grant App – Authorize Chairman to sign FAA/NYS DOT grant..... Ross Dubarry  
Rationale – RWY 1 Extension Design grant
- 7 Grant App – Authorize Chairman to sign FAA/NYS DOT grant..... Ross Dubarry  
Rationale – Airfield Guidance Signs/Crack Seal/Markings

**IV. Referral/Pending Items**

- 1) Mr. Dubarry to develop spreadsheet of Airport revenues vs. expenditures and provide suggestions for how revenues could be increased and expenditures decreased. (10.27.15) Update: Item to remain a referral pending review of an updated review of revenues and expenditures. (05.01.17)
- 2) Referral from the Airport Advisory Group: Rich Schermerhorn has committed to absorbing all costs and work associated with the alternative parking plan presented for the Warren County Airport. (02.02.17) Update: Parking Plan proposed by Rich Air to be updated to provide more information and reviewed by the County Engineer. (02.28.17)
- 3) Committee to revisit Proposal from Rich Air for construction of additional T-hangars. (02.28.17) Update: The Committee authorized the County Attorney to commence negotiations with Rich Air relative to the ground lease rate and terms for the T-Hangars proposed. (05.01.17)
- 4) Committee to review questions posed at the April 5<sup>th</sup> Public Hearing for the Runway 1-19 Extension Project and any answers available; County Attorney to provide overview of FAA procedures related to response process. (03.27.17) Update: C&S Engineers requires two weeks to review and answer the questions in writing for submission to the Federal Aviation Administration for approval. Mr. Dubarry to report whether the questions and answers could be reviewed at the same time as the FAA. (05.01.17)
- 5) Request from the Airport Manager to discuss the contract for the Adirondack Balloon Festival at the next Committee meeting.

**V. Information for Discussion/Review**

**VI. Privilege of the Floor to discuss any additional items to come before the Committee**

**VII. Motion to Adjourn**

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**Attachments**

- RWY 1 Ext Design-Grant App
- Airfield Guidance Signs/Crack Seal/Markings-Grant App

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**RESOLUTION REQUEST FORM NO. 10**

***Request for Transfer of Funds***

**TO:** AMANDA ALLEN, CLERK, WARREN COUNTY BOARD OF SUPERVISORS

**DEPARTMENT NAME:** Department of Public Works

**SIGNED:**

**DATE:** May 23, 2017

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
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**Please state reason for transfers requested:**

**CONTINGENT FUND TRANSFER REQUESTS**

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.1990 469	Contingent Account-	A.5610 465	General, Airport, Road/Bridge Materials	\$30,000.00
	Other Payments/Contributions	A.5610 470	General, Airport, Contracts	\$5,000.00

**Please state reason for transfer request:** Culver & Pipe Repair to Airport Taxiway

**Please file original request with Clerk of the Board and retain copy for your records.**

# Taxiway D Culvert Repair

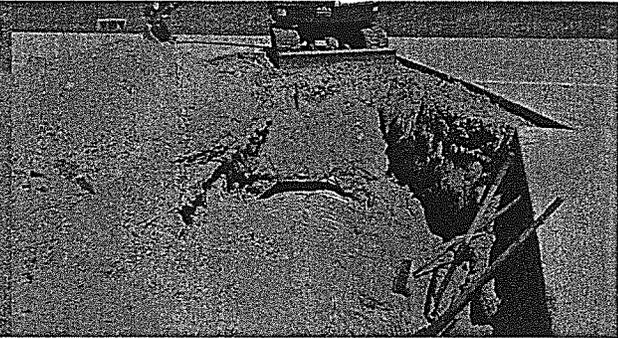
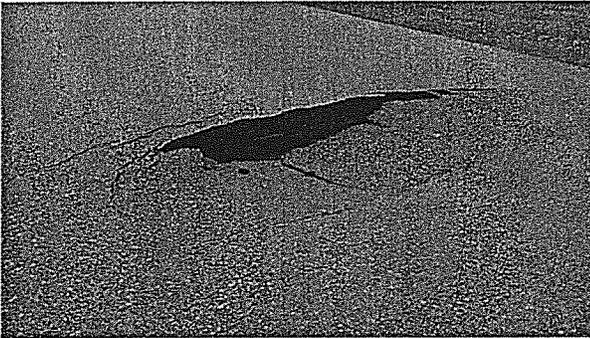
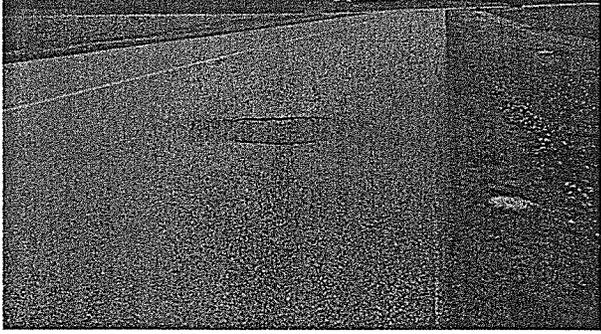
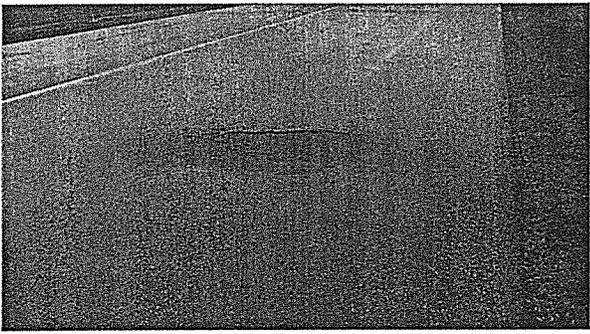
On Monday, May 1, 2017 Senior Airport Facilities Maintenance Mechanic Brian Gereau reported a sinkhole on Taxiway D. Brian observed the sinkhole during his morning airfield safety inspection. The sinkhole developed sometime between Friday, April 28<sup>th</sup> and Monday, May 1<sup>st</sup>. The FBO did not report any safety issues to the County over the weekend.

The sinkhole quickly progressed into a major safety concern and the taxiway was closed to all vehicles. A NOTAM was issued closing the taxiway and the FBO was notified of the closure and informed that the repair would be extensive and take some time to address properly.

I have checked my project files for any recent wetland delineations to assist DPW engineering and NYS DEC with evaluating environmental impacts for the needed repair. I was not able to locate any wetland delineations. The taxiway is the main access route for all aircraft using both runways (1-19 & 12-30). Currently, aircraft are now required to 'back taxi' on either runway for arrivals and departures. Our airport is an uncontrolled airport, meaning there is no Air Traffic Control Services provided for taxiing aircraft. Aircraft are therefore required to use a see-and-avoid technique while transmitting their aircraft position over the aircraft radio. The longer an aircraft spends on a runway at an uncontrolled airport, the greater the risk for an incursion, or worse, having an incident or accident. This taxiway repair is extremely important to the safe and efficient use of our airport and the repair should happen as soon as practical. I have prepared a map showing the location of the culvert on the airport and some photos of the sinkhole and the culvert failure.



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**RESOLUTION REQUEST FORM NO. 20**

**MISCELLANEOUS**

*\*Please List All Other Requests Not Covered by Previous Resolution Request Forms Here.  
Please attach any backup information available and be as detailed as possible.*

**DEPARTMENT NAME: DPW - Airport Division**

**DATE: 05/23/2017**

- (a) Purpose of Request: **To authorize the agreement with and for the "Adirondack Hot Air Balloon Festival" and to authorize the use of the Floyd Bennett Memorial Airport for the event.**
- (b) Details: **The agreement shall be for the days of September 22, 23, & 24 of 2017 and shall be in a form approved by the County Attorney regarding permitted use, insurance requirements and all other relevant provisions, as determined by the committee. The percentage of donations collected by, and paid to the VFW, is requested to be at 15%.**
- (c) Previous Resolution Number: **250/2016**
- (d) Where are the Funds (if required)? **List Budget Code, Object Code, Full Title\* and Amount:**

**Sample: A.8021 470 Planning & Community Development – Contract**

\* as listed in budget and LOGOS

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## **RESOLUTION REQUEST FORM NO. 5**

### ***Request to Apply for a Grant Application and Grant Agreement***

**DEPARTMENT NAME: DPW - Airport**

**DATE: 5/23/2017**

- (a) Purpose of Grant: **Runway 1-19 Extention/Phase II FAA RA - final design**
- (b) Name of Grantor: **FAA/NYS DOT**
- (c) Address of Contractor: **159-30 Rockaway Blvd, NYADO  
Jamaica, New York 11434**
- (d) Grantor's Contact Person and Telephone Number: **Ms. Evelyn Martinez,  
NYADO Manager (718) 995- 5771**
- (e) Has or Will the Grant Application or Grant Agreement be provided, if so, Please Attach? **Attached**
- (f) Effective Date of Grant: **When executed**
- (g) Termination Date of Grant: **When complete**
- (h) Total Dollar Amount Involved (not to exceed): **\$985,307**
- (i) Deadline to Submit Grant Application and/or Grant Agreement: **6/15/2017**
- (j) Is a Budget amendment required? **No** If yes, also complete and submit Form No. 7.
- (k) Are the funds to go into a Capital Project or Capital Reserve Project? **Yes** If yes, also complete and submit Form No. 8 or Form No. 9, as applicable.
- (i) Is a Local Share Required? **Yes** If Yes, Where are the Funds? List Budget Code, Object Code, Full Title\* and Amount **OR** Capital Project **OR** Capital Reserve Project Number and Title and Amount: **\$49,265.50 - A.9950 Transfers-Capital Projects**

**Sample: A.1010 470 Legislative Board – Contract \$xx.xx  
Capital Project No. H289.9550 480 – Old Jail Renovations \$xx.xx**

\*as listed in budget and LOGOS

**RESOLUTION REQUEST FORM NO. 5**

***Request to Apply for a Grant Application and Grant Agreement***

**DEPARTMENT NAME: DPW - Airport**

**DATE: 5/23/2017**

- (a) Purpose of Grant: **Airfield Guidance Sign Replacement/Crack Seal/Markings - construction**
- (b) Name of Grantor: **FAA/NYS DOT**
- (c) Address of Contractor: **159-30 Rockaway Blvd, NYADO Jamaica, New York 11434**
- (d) Grantor's Contact Person and Telephone Number: **Ms. Evelyn Martinez, NYADO Manager (718) 995- 5771**
- (e) Has or Will the Grant Application or Grant Agreement be provided, if so, Please Attach? **Attached**
- (f) Effective Date of Grant: **When executed**
- (g) Termination Date of Grant: **When complete**
- (h) Total Dollar Amount Involved (not to exceed): **\$769,359**
- (i) Deadline to Submit Grant Application and/or Grant Agreement: **6/15/2017**
- (j) Is a Budget amendment required? **No** If yes, also complete and submit Form No. 7.
- (k) Are the funds to go into a Capital Project or Capital Reserve Project? **Yes** If yes, also complete and submit Form No. 8 or Form No. 9, as applicable.
- (i) Is a Local Share Required? **Yes** If Yes, Where are the Funds? List Budget Code, Object Code, Full Title\* and Amount **OR** Capital Project **OR** Capital Reserve Project Number and Title and Amount: **\$38,468 - A.9950 Transfers-Capital Projects**

Sample: A.1010 470 Legislative Board – Contract \$xx.xx  
Capital Project No. H289.9550 480 – Old Jail Renovations \$xx.xx

\*as listed in budget and LOGOS

## SCHEDULE A1

### SCOPE OF WORK – AIRFIELD DESIGN SERVICES

**Project Title:** Runway 1-19 Extension  
**Airport Name:** Floyd Bennett Memorial Airport  
**Services Provided:** Design, Mitigation and Permitting

#### **Project Description:**

The CONSULTANT shall provide required services to design the Runway 1-19 Extension project (the "Project"). The Project will be performed and constructed by the SPONSOR with grant assistance from the Federal Aviation Administration (FAA) Airport Improvement Program (AIP) and the New York State Department of Transportation (NYSDOT).

The project is a 1,000-foot extension to Runway 1-19, located off the Runway 1 end. The existing runway is 5,000 feet long and 150 feet wide, and will be 6,000 feet long upon project completion. The project more specifically includes the following major elements:

- Extending Runway 1 end by 1,000 ft.
- Maintaining the required Runway Safety Area (RSA) with a length of 600 feet beyond the runway end and a width of 300 feet.
- Constructing a 35-foot wide parallel taxiway extension whose centerline is a minimum of 400 feet from the centerline of the adjacent runway 1-19 (1,000 feet x 35 feet).
- Additional edge lighting and airfield signage associated with additional runway and taxiway pavement.
- Relocating the Medium Intensity Approach Lighting System (MALSR), equipment shelter and maintenance road.
- Relocating the existing Instrument Landing System Glide Slope shelter and antenna.
- Relocating the Precision Approach Path Indicator (PAPI).
- Modification of storm drainage facilities.
- Removing trees penetrating navigable airspace in the runway approach / departure zones and mitigating the impacts within wetlands.
- Mitigation of the wetland impacts as a result of fill / grading within the limits of the runway extension and runway safety area improvements.
- Environmental permitting associated with the above mentioned wetland impacts.
- Excavating/grading approx. 67 acres of land to comply with federal grading standards in order to construct the runway/taxiway extension.
- Remove a portion of Taxiway E on the east side of the runway.
- Redesign and publication of new approach procedures to the Runway 1 end.



10. The construction budget for the Project is \$7,400,000. The Consultant shall evaluate the feasibility of this budget, based upon the Consultant's experience as a design professional, and keep the Sponsor apprised during each phase of the Project of the results of such evaluation. The Consultant shall advise the Sponsor as to options available for reducing construction costs to stay within the budget, if it appears likely that contractor bid prices will exceed this budget.

11. The design schedule is anticipated to be as follows:

Contract Execution	September 2017, subject to FAA funding
Notice to Proceed (NTP)	October 2017, subject to Contract Execution
Schematic Design	May 2018
Preliminary Design	October 2018
Final Design	May 2019
Receive Bids	June 2019

### **SCHEMATIC DESIGN PHASE**

The Schematic Design Phase is intended to identify and evaluate alternatives to provide cost-effective and practical solutions for the work items identified. The CONSULTANT will evaluate alternatives through contacts with local authorities, review of the pre-application, field investigations, and a practical design approach. The Project's design will take advantage of local knowledge and experience and will utilize expertise from recent construction projects in an effort to design a cost-effective Project. The specific services to be provided or furnished for this Phase of the Project are the following:

1. Schedule and conduct a pre-design meeting with the SPONSOR, the FAA, and the NYSDOT to review the scope of services and become familiar with the Project requirements and operational concerns during the Project's construction.
2. Acquire and review record documents (such as plans, specifications, reports, and studies) to become familiar with data that is available for the Project.
3. Perform a preliminary Project site inspection to further familiarize the design team with Project areas.
4. Prepare preliminary plans identifying required topographic field surveys, subsurface soils investigations, and other field investigative programs. Develop a schedule of completion of required surveys and investigations to minimize interference with airport and tenant operations. Coordinate schedule with SPONSOR and supervise programs at the Project site as necessary.
5. Acquire the necessary topographic survey of and utility data for, the Project site, including related office computations and drafting. Topographic survey will include additional areas required for the Airport development site which was not completed as part of the Environmental Assessment/preliminary engineering as well as survey for the proposed wetland mitigation parcels.
6. Acquire the necessary soils and existing pavement investigation data, including borings, pavement cores, and test pits, as well as field and laboratory tests, to identify existing pavement conditions and subsurface soil characteristics. The geotechnical investigation will include additional locations on the Airport development site which were not completed as part of the Environmental Assessment/preliminary engineering as well as for the proposed wetland mitigation sites.
7. Develop schematic designs, including preliminary pavement horizontal geometric layouts, and prepare preliminary opinion of probable construction costs for each major element of the Project.
8. Develop schematic navigational aid design and equipment layouts. Navigational aids include an FAA owned ILS Glide Slope and MALSR. PAPI's are owned by the airport.
9. Schedule and conduct a meeting with the SPONSOR to review the schematic design.

## **PRELIMINARY DESIGN**

The services to be performed during this Phase consist generally of services required to furnish the SPONSOR with a set of Preliminary Plans, Specifications, and Engineer's Report (prepared using the format set forth in Schedule "F" to the Agreement).

The specific services to be provided or furnished for this Phase of the Project are the following:

1. Finalize horizontal pavement geometrical layouts. Compute and document on drawings sufficient information to layout proposed pavements in field during construction.
2. Analyze data obtained from subsurface soils and existing pavement investigation program and determine properties of existing pavement and soil materials. Document results of program, existing conditions, and recommendations in the design report. Refer to the "Geotechnical Subsurface Investigation and Design" section of this Schedule A.
3. Develop pavement design in accordance with FAA advisory circular 150/5320-6, latest version.
4. Develop preliminary pavement centerline profiles, cross sections, and site grading for the proposed work.
5. Develop preliminary drainage designs, including computation of surface water runoff volumes, and layout facilities necessary to accommodate expected flows. Refer to the "Storm water Analysis and Design" section of this Schedule A.
6. Develop preliminary airfield lighting layouts, including light fixture spacing and cable circuitry requirements. Investigate existing electrical system capacities and perform preliminary design of electrical power distribution and control systems.
7. Develop preliminary navigational aid design and equipment layouts, details and specifications. Navigational aids include an FAA owned ILS Glide Slope and MALSR. PAPI's are owned by the airport. The design on the FAA systems will adhere to all FAA standards required for equipment takeover.
8. Develop preliminary designs of structural Project elements, such as catch basins, manholes, culverts, building foundations, and tower foundations.
9. Conduct site inspections to verify topographic survey and other Project-related existing physical features and facilities.
10. Prepare preliminary Contract Drawings (approximately 50% complete) providing sufficient detail for review of design concepts by the SPONSOR, the FAA, and the NYSDOT.
11. Prepare general specifications and preliminarily develop technical specifications expected to be required for the proposed work.
12. Develop a draft construction phasing and operations plan that endeavors to limit interference by the Project's construction with airport and tenant operations.
13. Update opinion of probable construction cost to reflect the outcomes of preliminary Project design.
14. Prepare written design report documenting items such as design concepts, assumptions, and alternative designs. The contents of the report shall be consistent with Schedule "F". Identify conflicts with or deviations from FAA standards for design items, and request a waiver from the FAA if necessary.
15. Submit sufficient copies of preliminary design documents to the SPONSOR, the FAA, and the NYSDOT for their review and comment.
16. Schedule and conduct a preliminary design review meeting to discuss and resolve SPONSOR comments.

## **FINAL DESIGN PHASE**

The services included under this Phase shall generally consist of services required to furnish the SPONSOR with a complete set of Contract Documents for the Project, including Final Plans, Specifications, Engineer's Design Report, and opinion of probable construction costs. Services to be performed or furnished during this Phase may include revising the preliminary submittal information to comply with SPONSOR comments and then completion of the final design. Plans and Specifications, suitable for unit price bidding, will be completed; final design will be coordinated with the SPONSOR; and a complete set of bid documents will be furnished to the SPONSOR. A final opinion of probable construction cost and the final Design Report will also be prepared and submitted. A final Construction Phasing and Operations Plan (CSPP) will be included as part of the specifications.

The specific services to be provided or furnished for this Phase of the Project are the following:

1. Finalize pavement centerline profiles, cross-sections, and grading designs.
2. Finalize pavement designs and detail pavement keyways, edge of pavement grading requirements, and pavement sections.
3. Finalize drainage designs and layouts and detail pipe and drainage structure installations.
4. Finalize structure designs and detail Portland cement concrete, reinforcing bar, and other related installations.
5. Finalize airfield lighting layouts, electrical power distribution and system designs, and detail installations.
6. Finalize pavement marking layouts, and detail installations.
7. Perform a detailed quantity takeoff of all bid items to be included on the Contract Drawings and in the General Specifications of the Contract Documents.
8. Finalize General Specifications and prepare written Technical Specifications for all construction materials and installations. Finalize construction phasing and operations plan and include in Specifications.
9. Finalize CSPP and include in Specifications and on the Contract Drawings.
10. Submit a final signage and marking plan to the Sponsor for their submission to the FAA Part 139 certification inspector.
11. Submit both the CSPP and 7460 form electronically to the FAA.
12. Prepare final opinion of probable construction costs based upon the actual bid items and quantity takeoffs.
13. Finalize design report to be consistent with the final design.
14. Prepare stormwater pollution control plan and submit required documents to comply with stormwater permit requirements for construction projects.
15. Perform final internal quality control review on all design documents.
16. Prepare and submit design data to the FAA AGIS website for use in the FAA's creation of approach procedures.
17. Finalize navigational aid design and equipment layouts, details and specifications. Navigational aids include an FAA owned ILS Glide Slope and MALSR. PAPI's are owned by the airport. The design on the FAA systems will adhere to all FAA standards required for equipment takeover.
18. Perform mathematical modeling and analysis for the Instrument Landing System glide slope signal and stability.

19. Prepare final Contract Drawings on 22" x 34" or 11" x 17" Paper. It is anticipated that the final drawings will consist of the following sheets:

<b>Sheets</b>	<b>Name</b>
1	Title Sheet
1	Quantities for Canvass of Bids and Sheet Index
1	General Notes and Legend
1	General Plan
4	Construction Safety Phasing Plans
1	Construction Safety Phasing Details
4	Demolition and Obstruction Removal Plans
4	Geometry and Drainage Plans
4	Grading Plans
2	Profiles
4	Soil Erosion and Civil Site Details
1	Joint Sealing and Pavement Paving Plans
4	Lighting and Signage Plans
2	Lighting & Signage Details
5	FAA NAVAIDs Plans (ILS Glide Slope & MALSR)
2	FAA MALSR Profile
21	FAA NAVAID Details
2	Marking Plans
1	Marking Details
<b>65</b>	<b>TOTAL SHEETS</b>

Note: See Schedule A-2 for sheets associated with wetland mitigation sits and permitting.

20. Submit draft final documents to the SPONSOR, the FAA, and the NYSDOT for final review and comment. Schedule and conduct draft final review meeting with the SPONSOR to discuss and resolve final comments.
21. Reproduce and submit sufficient copies of bid documents to SPONSOR for bidding purposes. Bid documents shall consist of the Contract Drawings and Specifications. Cross-sections and soils investigation data shall also be provided to bidders for informational purposes.

### **GEOTECHNICAL SUBSURFACE INVESTIGATION AND DESIGN**

A preliminary geotechnical engineering evaluation was conducted as part of the Environmental Assessment which indicated that significant areas of wetlands as well as bedrock outcrops are present within the proposed runway and safety area extension for Runway 1-19. These areas will require additional investigation and evaluation during design since 1) the bedrock outcrops may require blasting to obtain the proposed grades; 2) the adjacent wetland areas will be filled; and 3) additional wetland area must be constructed as a result of disturbing the existing wetland areas within the proposed runway and safety area extension.

Develop a geotechnical subsurface investigation program; coordinate, manage and inspect/supervise the subsurface investigation; develop a laboratory testing program; evaluate the results of the subsurface investigation and laboratory testing program; and prepare a geotechnical engineering report that will include design parameters for use in preparing and contract drawings and specifications. Provided below is a description of the three tasks that are related to this portion of the Scope of Work.

### ***Field Investigation***

1. Contract with a geotechnical drilling firm to advance soil borings and/or rock probes as follows:
  - a. Bedrock Outcrop Area: Advance rock probes to the top of rock and at select locations obtain rock core samples to identify the consistence/quality of the rock.
  - b. Adjacent Wetland Areas: Advance soil borings to a firm stratum (e.g., dense granular soil, bedrock) to identify the depth of soft compressible material beneath the organic surface vegetation. Collect undisturbed soil samples for laboratory testing to identify geotechnical parameters for use in evaluating bearing capacity, settlement and other geotechnical properties associated with constructing embankments on soft cohesive soil.
2. A list of expected field work can be found in Schedule B.
3. The drilling contractor will be required to contact DIGSAFE New York as required by law. DIGSAFE New York only covers public Rights-of-Way and does not mark utilities on private property. Provide a private utility locating service to investigate and mark all utilities.
4. Soil Sampling will be conducted in accordance with ASTM D1586 "*Standard Penetration Test*" using a split spoon sampler driven 24-inches for each sample interval. Depending on the purpose of the soil boring, continuously sampling (samples recovered every 2 feet) or standard sampling (samples recovered every 5 feet) will be conducted. Within the adjacent wetland areas, undisturbed soil samples will be collected in accordance with ASTM D1587 "*Standard Practice for Thin Walled Tube Sampling of Soils for Geotechnical Purposes*" by pushing the Shelby tube the specified length at intervals determined in the field by the geotechnical engineer. Bedrock sampling will be conducted using an NQ or NX core barrel in accordance with ASTM D2113 "*Standard Practice for Rock Core Drilling and Sampling of Rock for Site Investigation*". Rock cores shall be stored in core boxes appropriate for the size of the core barrel used in accordance with ASTM D5079 "*Standard Practices for Preserving and Transporting Rock Core Samples*".
5. Inspect each boring to ensure proper drilling and sample collection, classify the soil/rock samples obtained using the Burmeister Classification System, prepare field logs and final boring logs that document the observed subsurface conditions.

### ***Laboratory Testing***

Select soil samples from the borings will be sent to a qualified materials testing laboratory to classify the composition of in-situ soil and identify certain geotechnical properties. A listing of proposed laboratory tests can be found in Schedule B.

### ***Evaluation and Report***

Based upon the results of the field investigation and laboratory testing, prepare a report that includes the following items (as applicable): field investigation activities; subsurface conditions encountered; construction considerations (e.g., maximizing earthwork balance to minimize the need for off-site materials); allowable bearing capacity; settlement estimates; recommendations for: site preparation, soil undercutting and replacement, embankment stability, use of excavated rock and/or soil for fill/embankment material and subsurface drainage. In addition, the report will include a boring/test pit location plan, the boring/test pit logs and the results of all field and laboratory testing.

## **STORM WATER ANALYSIS AND DESIGN**

The Airport Drainage Evaluation prepared by C&S Engineers, Inc dated December 1994 will be reviewed to ensure that any pertinent recommendations will be considered during the design of this project. When the runway is extended to the south, areas that currently provide stormwater storage will be filled. Rainfall-runoff calculations will be performed to show that downstream properties and adjacent wetlands will not be adversely affected. The extension of the runway will add considerable impervious area to the property. Stormwater management facilities will be designed to meet the requirements of the latest NYSDEC SPDES General Permit. These stormwater management facilities will provide treatment for peak discharges, runoff volumes, and stormwater quality. Considerations will be made for subsurface hydraulic flows and their impact to existing wetlands to remain. The application for the SPDES General Permit will be prepared and submitted. A construction-phase erosion and sediment control plan that meets the New York state Standards and Specifications for Erosion and Sediment Control will be prepared.

## **BID PHASE**

The Bid Phase is that time frame between completion of the design process and beginning of actual construction when the SPONSOR publicly advertises and receives bids, awards contracts to the lowest responsible bidder, and executes a construction contract to perform the work with the successful contractor(s). The CONSULTANT shall assist the SPONSOR during this Phase as required.

The specific services to be provided or furnished for this Phase of the Project are the following:

1. Assist the SPONSOR in the advertisement of the Project and issuance of bid documents.
2. Receive and respond as required to questions from potential bidders regarding the Contract Documents.
3. Schedule and conduct pre-bid conference(s) if requested by the SPONSOR and advise the SPONSOR on matters relating to design. Prepare meeting minutes of the pre-bid conference(s).
4. Prepare addenda to the bid documents after advertisement and prior to bidding as required upon the SPONSOR's approval.
5. Upon receipt of bids, perform bid reviews. The bid review shall include items such as a check of the contractor's bid extensions, bid security, execution of bid, non-collusive bidding certificate, EEO certification, statement of surety's intent, addenda receipt, "Buy American" certificate, subcontractors and suppliers list, Disadvantaged Business Enterprise (DBE) certification, eligibility certification, corporate bidder's certification, non-discrimination statement and nonsegregated facilities certificate. Request evidence of competency and evidence of financial responsibility from the contractor. Review contractor's list of personnel, list of equipment, and financial statement. Formal contact of the contractor's references shall be made upon SPONSOR's request or if the contractor has no past working relationship with the CONSULTANT, the SPONSOR, the FAA, or the NYSDOT.
6. Prepare a final bid tabulation, recommendation/rejection of award to the SPONSOR, and a sample award letter. Request concurrence of award from the FAA and the NYSDOT.
7. Upon award of contract, prepare conformed copies of contracts; coordinate contractor's execution of contract; review contractor's bonds, insurance certificates, and DBE plan; review contractor's submission with SPONSOR; coordinate SPONSOR's execution of the contract; and assist in distributing copies of executed contracts to the contractor, the FAA and the NYSDOT.
8. Coordinate Notice to Proceed (NTP) for construction. Contact FAA for permission to issue NTP. Prepare a sample NTP letter for the SPONSOR to send to the contractor.

## ASSUMPTIONS:

1. Soil sampling for contaminants will not be required for this project.
2. As-built survey for AGIS upload is not included and will be captured in the future construction inspection agreement.
3. An FAA AGIS obstruction survey is not included. According to the FAA AVN database, the existing survey data is dated November 2010. If the existing data is not acceptable, the FAA AGIS survey and data upload will occur during the construction phases after the known obstructions area mitigated and the cost captured under a future construction inspection agreement.
4. Approach procedures will be prepared by the FAA. Design data will be submitted by the Consultant using FAA AGIS program.
5. The scope of work assumes that FAA will perform a Safety Risk Management (SRM) review based on the draft CSPP, and that a Safety Risk Management Panel (SRMP) and safety risk mitigation will not be necessary. If SRMP is determined by the FAA to be necessary, the cost of these services is not included in the Consultant's original Scope of Services.
6. FAA NEPA Environmental Process is complete and the FAA is expected to issue a FONSI.

END OF SCHEDULE

**SCHEDULE A-2**  
**SCOPE OF SERVICES**  
**FOR**  
**WETLAND MITIGATION AND PERMITTING SERVICES**  
**FOR**  
**FLOYD BENNETT MEMORIAL AIRPORT**  
**QUEENSBURY, NY**

**INTRODUCTION**

McFarland Johnson, Inc. (CONSULTANT) will assist C&S Engineers, Inc. (CLIENT) with compensatory mitigation design and permitting services for the proposed Runway 1 Extension Project at Floyd Bennett Memorial Airport, which is owned and operated by Warren County (SPONSOR). CONSULTANT's Scope of Work includes the following:

- Project Administration and Management
- Conceptual and Final Compensatory Wetland Mitigation Design
- Prepare and Submit Joint Permit Application for construction of the Runway 1 Extension and associated wetland mitigation
- Preparation of SPDES permits for construction of the off-site compensatory mitigation

The detailed Scope of Work is as follows:

**TASK 1. ADMINISTRATION, PROJECT MANAGEMENT, and MEETINGS**

The CONSULTANT will provide all management requirements to execute the tasks outlined within this scope of services in a timely and efficient manner. The specific items of work will include:

- A. The CONSULTANT will prepare for, attend, and submit minutes of meetings with the SPONSOR and CLIENT to present, coordinate, discuss, or receive direction on the work. Meetings with regulatory agencies are included in the mitigation and permitting tasks. These meetings will include the following:
  - i. Four (4) meetings with the SPONSOR and CLIENT to discuss permitting and compensatory mitigation status.
  - ii. One (1) Pre-Application Meeting with SPONSOR, CLIENT, and Regulatory Agencies
  - iii. Three (3) Field Meetings with SPONSOR, CLIENT, and Regulatory Agencies to review potential mitigation sites.

- iv. One (1) Final mitigation design review meeting with the SPONSOR and CLIENT and regulatory agencies to discuss final mitigation construction drawings.
- B. The CONSULTANT will conduct a QA/QC on all plans and reports outlined in this scope of services.
  - C. The CONSULTANT will oversee and manage the Subcontractors including preparing contract documents, executing the contract with the subcontractor and oversee the subcontractor's operations and services to the extent of assuring that the work is performed as described in the contract and conforms to state and federal requirements.

## **TASK 2. CONCEPTUAL WETLAND MITIGATION DESIGN**

Based on most recent information, the Runway 1 Extension Project is expected to impact approximately 9 acres of NYSDEC and USACE regulated common wetland community types, 12 acres of NYSDEC wetland adjacent area, and 5 acres of vegetation removal in NYSDEC regulated wetland areas. The exact acreage of compensatory wetland mitigation has not been determined. It is assumed that approximately 30 acres of compensatory wetland mitigation will be required. In addition, the project is anticipated to impact approximately 0.08 acre of marl fen, a rare wetland community type. Mitigation for impacts to the existing marl fen community, in the form of marl fen enhancement, restoration and/ or creation on-airport will be required.

- A. For purposes of this task, the CONSULTANT will develop a Compensatory Wetland Mitigation Plan (CWMP) suitable for submittal to the USACE and NYSDEC as part of a Joint Application for Permit.

For estimating purposes, it is assumed that approximately 15 acres of mitigation requirements will be provided on Warren County owned land on or adjacent to Airport property. The remaining 15 acres will be on a contiguous site in Warren County, within the Hudson-Hoosic and Mettawee River watersheds and outside of the Adirondack Park. Marl fen enhancement and/or creation will occur on airport or Warren County-owned land. The CONSULTANT will initially identify five (5) potential mitigation sites (one (1) on-airport/County owned land and up to four (4) off-airport). The search for suitable mitigation sites will be limited to Warren County, within the Hudson-Hoosic and Mettawee River watersheds and outside of the Adirondack Park. Mitigation site suitability and selection will be based on mapping compiled from publicly available sources.

The CONSULTANT will further evaluate two (2) wetland mitigation sites for site conditions suitable for wetlands creation. The two sites will be selected in consultation with the CLIENT and the SPONSOR.

Site evaluations will consider the following:

- Presence of hydric soils
- Available hydrology
- Suitable site geography and geology
- Non-forested uplands for wetland creation
- Presence of existing wetlands

- Limited presence of invasive wetland plant species
- Site construction access
- Lack of presence of historic or prehistoric archeological resources

The CONSULTANT will collect baseline information on the two (2) wetland mitigation sites to develop the CWMP. Baseline information will include delineation of state and federal wetlands and waters, archeological surveys, and evaluation of existing hydrology, groundwater, soil conditions, geotechnical data, utilities, easements and topography. The delineations will be performed in accordance with the 1987 *Corps of Engineers Wetland Delineation Manual* (1987 USACE Manual) and *Regional Supplement to the Corps of Engineers Wetland Delineation Manual: Northcentral and Northeast Region* (Regional Supplement), dated January 2012. In the vicinity of those areas where NYSDEC Freshwater Wetlands are mapped, the 1995 *New York State Freshwater Wetlands Delineation Manual* (1995 NYSDEC Manual) will also be consulted. The approximate total area of potential review is estimated to be between 45-55 acres.

Based on prior coordination with regulatory agencies, it is assumed that mitigation for the marl fen will consist of enhancement and restoration of the existing marl fen on-airport. Expansion (in the form of creation) of the existing marl fen will be evaluated. The option of off-airport mitigation, consisting of preservation, restoration, enhancement, or a combination thereof, will be determined based on coordination with the regulatory agencies. Off-airport marl fen mitigation will consider the evaluation of mitigation options at the Bergen Swamp, or similar, which have existing fen communities on-site.

It is assumed that the proposed mitigation sites will require Phase IA and IB level archeological surveys, provisions for Phase II/ III archeological services are not provided for in this scope of services.

The CONSULTANT will also provide for state and federally listed threatened and endangered species screenings of the proposed wetland mitigation sites. Presence/absence surveys (Phase II) or other detailed studies of state or federally listed threatened and endangered species are not provided as part of this scope of services. Furthermore, it is assumed that conservation measures, including but limited to, time of year work limitations and habitat enhancement efforts will be sufficient to result in “No Take” determinations for any state listed species, and “No Effect” or “May Affect, Not Likely to Adversely Affect” determinations for any federally listed species. The CONSULTANT will be responsible for providing topographical survey of the proposed mitigation sites, proposed construction access routes, and locating utilities at the mitigation sites.

The CONSULTANT will provide for limited geotechnical subsurface investigations of the preferred off-airport wetland mitigation sites. The subsurface investigation will include the advancement of a limited number of borings (no more than 30) to a depth of 10 feet below grade or refusal, soil test pits (no more than 10) excavated via back-hoe or excavator to a depth no greater than 6 feet below grade, and deep monitoring wells (no more than 10) to a depth of 10 feet below grade. The data collected during the limited subsurface investigation will be used in the design of the proposed mitigation sites and will be included in the CWMP. CONSULTANT will provide on-site observation of the subsurface investigations in the wetland mitigation sites. It is assumed the subsurface investigations will require four (4) - eight (8) hour work days to complete.

- B. The CONSULTANT will provide coordination between the SPONSOR, CLIENT and regulatory agencies, regarding the wetland delineations and selected mitigation sites.
- i. The CONSULTANT will coordinate with the SPONSOR to select the five (5) potential mitigation sites.
  - ii. The CONSULTANT will coordinate with the SPONSOR and other entities or owners as applicable to gain access to the five (5) potential mitigation sites to perform an initial site reconnaissance and ultimately further investigations of the preferred mitigation site(s).
- C. The following items of work will be accomplished on behalf of the CLIENT under the category of Preliminary Engineering:

The CONSULTANT will complete an investigation to gather the necessary data for design of project. The investigation will consist of a review of the existing data such as survey information, geotechnical data, and other existing data, that is readily available.

The CONSULTANT will compile a base map using the topographic survey information obtained under Task 2.A. The CONSULTANT will coordinate the geotechnical investigation information obtained under Task 2.A, with the overall base mapping to represent the site's subsurface conditions.

### **TASK 3. JOINT APPLICATION FOR PERMIT**

The CONSULTANT will prepare and submit permits applications to allow construction of the Runway 1 Extension Project and associated compensatory mitigation. The anticipated wetland related permits required for this project are as follows:

- USACE Section 404 Individual Permit
- NYSDEC Section 401 Individual Water Quality Certification (WQC)
- NYSDEC Article 24 Freshwater Wetlands Permit

- A. The CONSULTANT will prepare a Joint Application for Permit (for the permits listed above) for the project based on the preferred construction alternative. The Joint Application for Permit will be submitted to the NYSDEC and USACE. The CLIENT will provide the CONSULTANT with New York State Environmental Quality Review (SEQR) and National Environmental Policy Act (NEPA) information, detailed descriptions of project activities, justifications, project alternatives descriptions and analyses, descriptions of affected wetland and waterbody resources, quantities of fill material, volumes of material to be removed, construction schedule, and correspondence letters with applicable agencies for inclusion in the Joint Application for Permit.

The Joint Application for Permit will include a narrative report utilizing narratives and justifications prepared by others consisting of an evaluation of the project alternatives, wetland impact avoidance and minimization measures, loss of wetland functions and values, description of tree cutting/clearing activities and timing, wetland fill material quantities, excavation volumes, work methods and type of equipment, planned sequence of activities, erosion and sediment control methods, and site photographs. In addition, the Joint Application for Permit will discuss the potential impacts to archeological resources and threatened and endangered species within the project area.

- B. The CLIENT will provide all necessary project plans, including base mapping, limits of disturbance, and drawings, for the Joint Application for Permit related to the on-airport runway extension wetland impacts. The CONSULTANT will review the project plans and provide guidance for consistency with the NYSDEC and USACE plan requirements for a Joint Application for Permit.
- C. The CONSULTANT will prepare preliminary plans and details for the CWMP based upon criteria contained in the *USACE, New York District Regulatory Branch, Compensatory Mitigation Plan Guidelines*. The plans will be developed with input from the CLIENT and SPONSOR. The information to be included is anticipated be:
- Cover Sheet (1)
  - Location Plan (2)
  - General Notes and Quantities Table (1)
  - Horizontal and Vertical Control Plan (1)
  - Demolition Plans (2)
  - Existing Conditions Plans (6)
  - Boring Logs (2)
  - Grading and Drainage Plans (6)
  - Grading and Drainage Details (2)
  - Cross Sections (2)
  - Planting Plans (6)
  - Planting Details (2)
  - Erosion and Sedimentation Control Plans (6)
  - Erosion and Sedimentation Control Details (2)
- D. The CONSULTANT will provide coordination between the SPONSOR, CLIENT and regulatory agencies, including SHPO, USFWS, NYSDEC and USACE regarding the Joint Application for Permit as described below.
- i. CONSULTANT will address substantive agency comments and questions related to the CWMP.
  - ii. The CONSULTANT will prepare for and attend a SEQR public hearing. CONSULTANT will address hearing comments specifically pertaining to the CWMP. For estimating purposes, it is assumed that 10 public hearing comments will require a response from the CONSULTANT.

#### **TASK 4. PREPARE FINAL COMPENSATORY WETLANDS MITIGATION PLAN**

The CONSULTANT will prepare a Final CWMP based on comments received from the CLIENT, SPONSOR and regulatory agencies, sufficient to meet USACE and NYSDEC requirements for permit issuance.

The Final CWMP will consist of a narrative report and drawings as discussed in Task 3.C. above. The CONSULTANT will provide wetland mitigation construction plans, cost estimate, specifications, and maintenance and management plans.

- A. The CWMP narrative report will include existing site information, mitigation goals and objectives, functions and values assessment of mitigation site, planned hydrology, vegetation, soils, and habitat features, invasive species management, site protection and financial assurances, monitoring plan, and maintenance and adaptive management plan.
- B. Wetland mitigation design will include detailed Hydrologic & Hydraulic (H&H) analyses to estimate peak discharges and water surface elevations for two wetland mitigation areas. The H&H analyses will be performed based on NRCS TR55 methods using HydroCAD software; and will include determination of peak discharge rates and estimated water surface elevations for a range of design storm events. Design variables to be calculated and input into the HydroCAD models include; base flows, groundwater depths, pertinent soils characteristics, and mitigation area storage volumes. Results of the H&H analysis will be documented in a report and will guide the selection and placement of wetland plantings in the final mitigation areas.
- C. The CONSULTANT will further the mitigation plans developed in Task 3.C. above and incorporate comments from the USACOE and NYSDEC.
- D. The CONSULTANT will coordinate with the CLIENT to provide technical specifications for use in the project. Standard NYSDOT items will be used whenever possible. When special specifications are required, they will be prepared in a similar format and will be assigned an identifier that distinguishes them from NYSDOT specifications.
- E. The CONSULTANT will prepare an Opinion of Probable Construction Costs from the final plans, by type and classification of work. Costs will be compiled from other similar recent projects in the area, and other reliable sources. An estimated total project cost, including contingencies, will be generated and compared with the available budget for the project. Should any discrepancy occur, the budget will be modified in consultation with the CLIENT, SPONSOR and regulatory agencies or the project modified to result in a project within the available budget.
- F. The CONSULTANT will submit the final plans, specifications, and Opinion of Probable Construction Costs, to the SPONSOR, USACOE and NYSDEC for their review.
- G. The CONSULTANT will finalize a construction drawings to be used for bidding and construction. These plans will be prepared by computer generated drawings on 22" by 34" sheets and stamped by a Professional Engineer licensed to practice in the State of New York. The construction drawings will be inserted into the CLIENT's bid package.
- H. The CONSULTANT will provide specifications, as necessary, for the CLIENT'S bid package.
- I. Final plans, specifications, and estimate will be provided to the CLIENT for insertion into the overall project plan set.
- J. The CONSULTANT will prepare draft conservation easement, deed restriction, or restrictive covenants on the proposed wetland mitigation sites. It is assumed that a total of 3 will be required.

Survey, legal review, and recording of the easements, deed restrictions, or restrictive covenants is not included.

#### **TASK 5. PREPARE SPDES PERMIT**

The CONSULTANT will complete the SPDES General Permit for Stormwater Discharges from Construction Activity, Permit No. GP-0-15-002 (SPDES permit) for the selected off-site wetland mitigation areas only. The SPDES permit "Notice of Intent" will be submitted to the NYSDEC by the CONSULTANT and will be completed online through the NYSDEC eBusiness Forms Portal.

The CONSULTANT will develop a Stormwater Pollution Prevention Plan (SWPPP) in accordance with the requirements described in the SPDES permit. Appendix B of the permit lists the types of construction activities that require the preparation of a SWPPP that only includes Erosion and Sediment Controls. Included in this list are environmental enhancement projects, such as wetland mitigation projects. As such, the SWPPP prepared for this project will only include the Erosion and Sediment Control plan component.

The SWPPP, consisting of a bound narrative and Erosion and Sediment Control component designed in conformance with the technical standard, *New York State Standards and Specifications for Erosion and Sediment Control*, dated November 2016, will include the following:

- a) Background information about the scope of the project, including the location, type and size of project;
- b) A site map for the project, including a general location map. The site map will show the total site area; all improvements; areas of disturbance; areas that will not be disturbed; existing vegetation; on-site and adjacent off-site surface waters; floodplain/floodway boundaries; wetlands and drainage patterns that could be affected by the construction activity; existing and final contours ; locations of different soil types with boundaries; material, waste, borrow or equipment storage areas located on adjacent properties; and locations of the stormwater discharges;
- c) A description of the soils present at the site, including an identification of the Hydrologic Soil Group (HSG);
- d) A construction phasing plan and sequence of operations describing the intended order of construction activities, including clearing and grubbing, excavation and grading, utility and infrastructure installation and any other activity at the site that results in soil disturbance;
- e) A description of the minimum erosion and sediment control practices to be installed or implemented for each construction activity that will result in soil disturbance. Include a schedule that identifies the timing of initial placement or implementation of each erosion and sediment control practice and the minimum time frames that each practice should remain in place or be implemented;
- f) A temporary and permanent soil stabilization plan that meets the requirements of this general permit and the technical standard, *New York State Standards and Specifications for Erosion and Sediment Control*, dated November 2016, for each stage of the project, including initial land clearing and grubbing to project completion and achievement of final stabilization;
- g) Construction drawings showing the specific locations, sizes, and lengths of each erosion and sediment control practice;

- h) The dimensions, material specifications, installation details, and operation and maintenance requirements for all erosion and sediment control practices. Include the location and sizing of any temporary sediment basins and structural practices that will be used to divert flows from exposed soils;
- i) A maintenance inspection schedule to ensure continuous and effective operation of the erosion and sediment control practices. The maintenance inspection schedule will be in accordance with the requirements in the technical standard, *New York State Standards and Specifications for Erosion and Sediment Control*, dated November 2016;
- j) A description of the pollution prevention measures that will be used to control litter, construction chemicals and construction debris from becoming a pollutant source in the stormwater discharges;
- k) A description and location of any stormwater discharges associated with industrial activity other than construction at the site, including, but not limited to, stormwater discharges from asphalt plants and concrete plants located on the construction site;
- l) Identification of any elements of the design that are not in conformance with the design criteria in the technical standard, *New York State Standards and Specifications for Erosion and Sediment Control*, dated November 2016. Include the reason for the deviation or alternative design and provide information which demonstrates that the deviation or alternative design is equivalent to the technical standard.

#### **TASK 6. BIDDING AND AWARD ASSISTANCE**

A. The CONSULTANT will answer questions from bidders pertaining to the mitigation site construction.

#### **ASSUMPTIONS**

- FEMA or floodplain studies are not included in this scope of services.
- The SPDES permit will be prepared for only the two (2) selected wetland mitigation areas.
- Wetland mitigation monitoring services are not provided as part of this scope of services.
- The issuance of USACE and NYSDEC wetland permits will be dependent upon approval of the Final CWMP.
- Five (5) site visits/meetings with regulatory agencies will be provided as part of these services.
- Services associated with the acquisition of property for wetland mitigation sites is not included in this scope of services.
- Project is permissible under Clean Water Act and NYS DEC Article 24 standards. Client will provide information to demonstrate that the project complies with NYSDEC permit issuance standards as described at 6 NYCRR 633.5.
- Access will be afforded to conduct studies and field work on the potential wetland mitigation properties. Consultant will assist in preparation of right of entry agreements if required.

END OF SCHEDULE A2

**SCHEDULE A-3**  
**SCOPE OF WORK**  
**FOR THE**  
**SEQR ENVIRONMENTAL IMPACT STATEMENT**

**SEQR PROCESS**

The SEQR process for the Project has included, or is anticipated to include, the following:

- Lead Agency Determination (Warren County Board of Supervisors) - complete.
- Preparation of a Full Environmental Assessment Form (FEAF) - complete.
- Issuance of a Positive Declaration by Lead Agency - complete.
- Preparation of a Draft Scoping Document - complete.
- Thirty Day (30) public scoping comment period - ongoing.
- Issuance of a Final Scoping Document.
- Preparation of the Draft Environmental Impact Statement (DEIS).
- Lead Agency (Warren County Board of Supervisors) determines that the DEIS is adequate for public review and publishes in a local newspaper a notice seeking public comment and of a public hearing.
- Public hearing on DEIS (must be held at least 14 days after public notice is published).
- A minimum 30-day public comment period.
- Revision of the DEIS as necessary to address substantive/relevant comments received.
- Preparation of the Final EIS (FEIS).
- Filing of a notice of completion of FEIS.
- 10-day consideration period.
- Issuance of a Findings Statement by the Lead Agency.
- Issuance of Findings Statements by Involved Agencies.

**SEQR SCOPING PROCESS**

A Final Scoping document will be prepared by the Project Sponsor for the Project Sponsor's proposed 1,000 Foot Runway 1-19 Extension project. It will be prepared in accordance with SEQR Regulations (6 NYCRR Part 617), and will include providing a response to all comment letters received during the Draft Scoping document review; the document will then be revised as necessary before the Final Scoping Document is issued by the Warren County Board of Supervisors.

## EIS SCOPE AND CONTENT

A federal NEPA draft environmental assessment has already been prepared for the proposed project. It is the lead agency's intent to use the federal EA as the draft SEQR EIS document. The table below shows the DEIS content requirements and where they are met in the federal EA. Additional information that needs to be added to the federal EA document to meet the SEQR DEIS requirements is also identified.

NEPA EA	SEQR DEIS
New Section to be added	Executive Summary
Chapter 1 – Purpose and Need	
Section 1.02 Proposed Project	Proposed Action
Section 1.03 Purpose and Need	Purpose
New Section to be added to 1.03	Public Needs and Benefits
Chapter 2 – Alternatives	
Section 2.02 Description of Alternatives	Description of Feasible Alternatives
Section 2.03 Evaluation Process	Evaluation of Alternatives
Chapter 3 – Affected Environment	Environmental Setting
Chapter 4 – Environmental Consequences	Potential Significant Adverse Impacts
	Description of mitigation measures
Section 4.05 Biological Resources	Impact on Plants and Animals
Section 4.06 Water Resources	Impact on Surface Water/Impact on Critical Environmental Area
New Section 4.08 to be added	Impacts on Land
New Section 4.11 to be added	Unavoidable Adverse Impacts
New Section 4.12 to be added	Irreversible and Irretrievable Commitment of Resources
New Section 4.13	Growth Inducing Aspects
To be incorporated into Permits Section 4.14	Reviews, Approvals & Permits
Section 4.15 Public Participation	Community Participation
Appendices	Appendices

The DEIS will include all elements required by 6 NYCRR 617.9, including:

- **DEIS Cover Sheet.** All draft and final EISs must be preceded by a cover sheet stating whether it is a draft or final EIS; the name or descriptive title of the action; the location (county and town, village or city) and street address, if applicable, of the action; the name and address of the Lead Agency and the name and telephone number of a person at the agency who can provide further information; the names of individuals or organizations that prepared the EIS; the date of its acceptance by the Lead Agency; and in the case of a draft EIS, the date by which comments must be submitted.

- **DEIS Table of Contents.** The table of contents will include listings of DEIS sections, tables, figures, maps, appendices, attachments and any items that may be submitted under separate cover (see Attachment 2).

In addition, the DEIS shall include the following sections:

**1. EXECUTIVE SUMMARY**

The executive summary will include a brief description of the proposed action and a listing of potential environmental impacts and proposed mitigation measures. A summary will also be provided of the approvals and permits required, and the alternatives to the proposed action that are evaluated within the DEIS.

**2. INTRODUCTION**

Project Needs and Benefits – a description of the public need and benefits will be incorporated into the Purpose and Need section of the report.

**3. AFFECTED ENVIRONMENT**

**GEOGRAPHY, SOILS, AND TOPOGRAPHY**

Based upon previous studies, the existing surficial geology and bedrock of the site will be described. Onsite soil types and conditions will be described, based upon the NRCS Custom Soil Resource Report for Warren County and other available data.

**4. ENVIRONMENTAL CONSEQUENCES**

**BIOLOGICAL RESOURCES (MARL FEN AND CRITICAL ENVIRONMENTAL AREA)**

The results of an NYNHP field survey of the 0.08 acre marl fen that will be conducted in May-June of 2017 will be incorporated into the report text and graphics. T

Permitting and mitigation design will be conducted in coordination with the SEQR EIS. As a result, the SEQR EIS will incorporate all final compensatory mitigation approved by the NYSDEC for the loss of the 0.08 acre Marl fen.

**WATER RESOURCES (SURFACE WATER / WETLANDS)**

Permitting and mitigation design will be conducted in coordination with the SEQR EIS. As a result, the SEQR EIS will incorporate all final compensatory mitigation approved by the NYSDEC for the loss of wetlands and waterways.

In addition, any minimization measures identified in the permitting process for construction activities to reduce impacts to adjacent wetlands, waterways, and the 0.9 acre marl fen will be incorporated into the SEQR EIS.

## **IMPACT ON LAND**

This section of the DEIS will identify to impacts to land related to construction of the proposed project (i.e., depth of water table less than 3 feet, slopes 15% or greater, exposed bedrock or generally within 5 feet of surface, excavation, erosion, etc.).

## **UNAVOIDABLE ADVERSE IMPACTS**

This section of the DEIS will identify impacts that are likely to occur despite mitigation measures, and will compare these unavoidable impacts to Project-related benefits. This section will also identify general avoidance and mitigation measures (e.g., adherence to applicable regulatory requirements), and specific mitigation measures (e.g., development of a SWPPP).

## **IRREVERSIBLE AND IRRETRIEVABLE COMMITMENT OF RESOURCES**

Identification of those natural and man-made resources consumed, converted or otherwise made unavailable for future use as a consequence of the proposed action.

## **GROWTH INDUCING ASPECTS**

Potential growth-inducing aspects generated by the project will be described and mitigation measures discussed, if necessary.

## **EFFECTS ON THE USE AND CONSERVATION OF ENERGY RESOURCES**

A description of the effect of the proposed action on the short and long term use and conservation of energy resources will be provided including ways to reduce inefficient or unnecessary consumption during construction and long term operation.

## **PUBLIC INVOLVEMENT**

### *Public Hearing*

One public hearing will be held upon completion of the Draft EIS. This will include a legal stenographer who will prepare a legal transcript.

### **EA Report Preparation**

#### *Draft EIS*

A Draft EIS report will be prepared that summarizes the results of the foregoing tasks. Five copies of the Draft EIS will be provided to the SPONSOR for review and comments. It is assumed that the review process will include the following:

- Submittal of report to SPONSOR for review and comments
- C&S edits

- Submittal of revised report to County Board of Supervisors for review and comments
- C&S edits
- Submittal of revised report for County Board of Supervisors for approval

The Draft EIS report will be prepared and made available for public review upon approval by the County Board of Supervisors. A total of three copies of the Draft EIS will be made available in print form at various public locations and will also be posted on the SPONSORS website in PDF format for access by the public and agencies. This task will include coordinating with the SPONSOR to publish the draft notice of availability.

#### *Final EIS*

A Final EIS report will be prepared upon completion of the public comment period. This task will include providing a response to public comments, making further revisions to the report as required based on comments received, and incorporating their response to comments into the Final report. This will include coordinating with the SPONSOR to publish the final notice of availability. Copies of the Final EIS report will be made available in print form at various public locations and will also be posted on the SPONSORS website in PDF format for access by the public and agencies.

#### **Assumptions made by CONSULTANT and agreed to by the SPONSOR:**

- If meetings in addition to those described in the “Public Involvement” section above require attendance by CONSULTANT, and the FAA subsequently approves CONSULTANT’s attendance, it is agreed that such attendance is an additional service and that, if necessary, a supplemental agreement will be executed by the SPONSOR to authorize such attendance and CONSULTANT’s fee.
- CONSULTANT will endeavor to complete the EA Scope of Services identified herein within eighteen months after receiving the written Notice to Proceed. However, if circumstances beyond the control of the CONSULTANT (including but not limited to, review by involved governmental agencies) prevent the CONSULTANT from completing the work within the agreed upon time frame, then the CONSULTANT may request an extension of time to complete the work and may be entitled to additional compensation based on remaining effort anticipated and agreed to in advance by the SPONSOR and FAA.
- This scope of work assumes that no further evaluation of alternatives is required to complete the SEQR EIS. If it is determined that additional alternatives need to be considered, then the SPONSOR may enter into a supplemental agreement authorizing CONSULTANT to perform the necessary additional services.

END OF SCHEDULE A3