

The Steps through an Aviation Project

For those new to aviation contracts or
those who want a reminder

Who is involved?



= Sponsor

Other names could be The Airport, Locals, the Airport Board, or Local Authority



= The State

AKA MDOT, the State of Michigan, Aeronautics, or the Office of Aeronautics



= Consultant

They may also answer to their official company name



= Contractor

Cleverly called the contractor



= MAC

The Michigan Aeronautics Commission

They don't really look or act like this

What is a project?

Project = Anything using Federal or State money

Examples:

Design

Construction

Equipment Purchase

ALP Update

Land Purchase

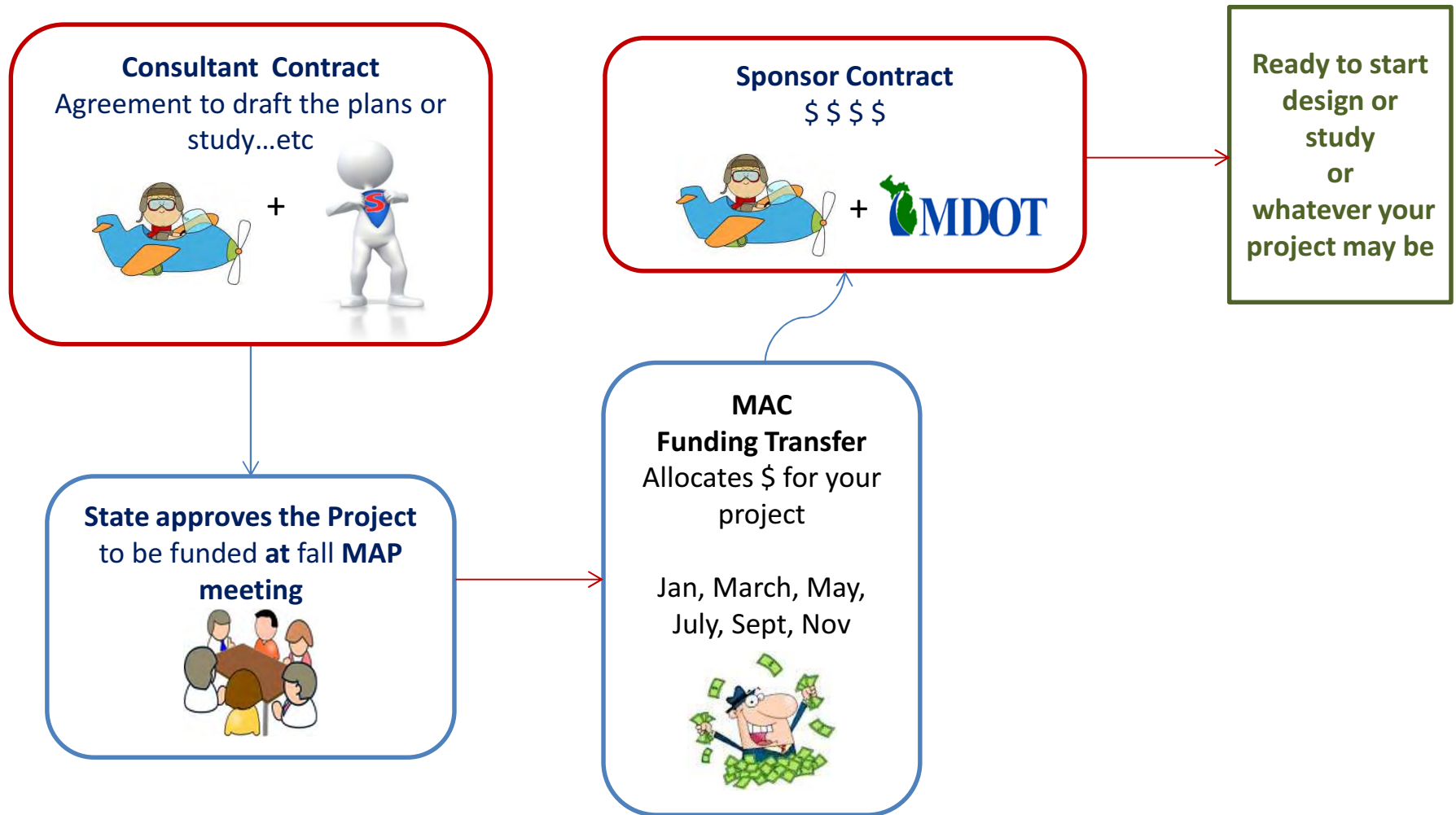
User Survey

Environmental Review

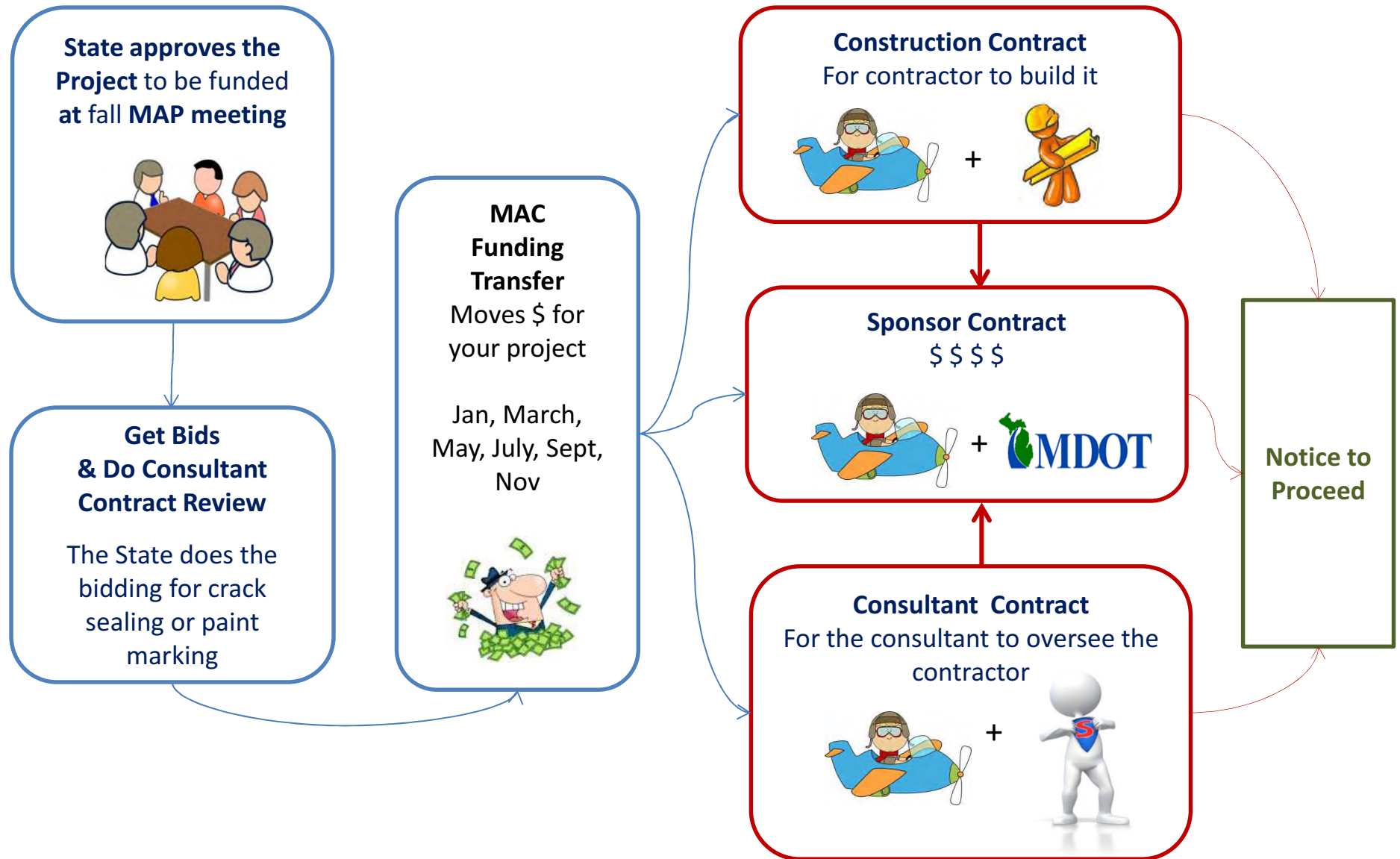
Noise Study

Wildlife Hazard Assessment

How do I get a Non-Construction project going?

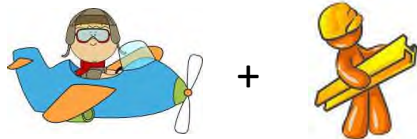


How do I get a Construction project going?



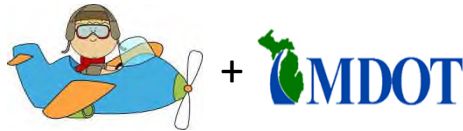
What are the Contracts?

Construction Contract For contractor to build it



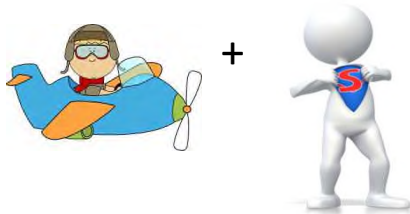
- Signed by the Sponsor and the Contractor
- Has the cost of construction and the time it will take to finish project
- The consultant often assists with this contract

Sponsor Contract \$\$\$\$



- Signed by the Sponsor and MDOT
- Some call it a Grant Agreement or Grant Assurance
- It's the money contract
- A Signed Resolution from the local authority must be included
- Has project costs listed toward the end of the document
- Has many Federal and State "grant assurances" that you agree to follow by signing it.

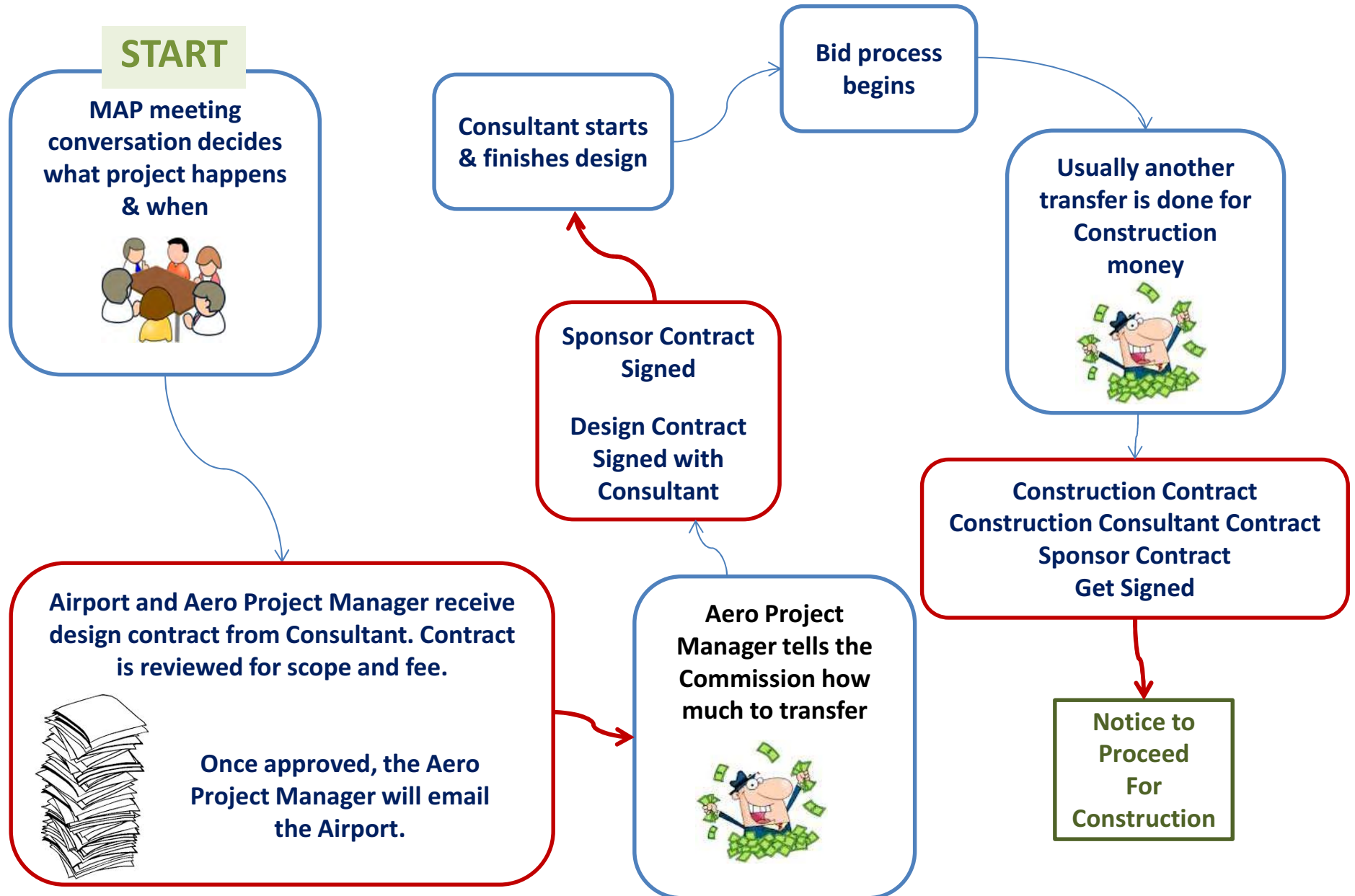
Consultant Contract For the consultant to do design or to oversee the contractor



- Signed by the Sponsor and the Consultant
- Sponsor reviews it for scope and fee
- Your State PM often assists with the review

Wait, who does what when?

(From design through construction)



Who do I call?



The State Project Manager
or
Your Consultant

- Both will help get you in the right direction.

Also check...

Do I have paperwork with a cover letter?

It may have directions or a contact name

Does your 5 year plan tell you what you want to know?

Local match amount, funding year, project description



Snippets of Random Info:

- MAP meeting (Aug– Dec) Scheduled by the State (Block grant sites) or FAA (Primary sites) after the Sponsor sends in a 5 year plan of projects. This is found online in AeroPM. We discuss the ALP, pavement life, previous projects and open grants, Airport inspection notes, upcoming projects and how much money you have.
- Some Land and Environmental projects are specialized so you may need to hire additional people. Ask the State or your Consultant your questions early and often on these projects.
- The Airport needs the desktop program ProjectWise to approve invoices. Your Aeronautics project manager can help you with this.