

# Airport CIP 101

LAMA Quarterly Meeting  
February 2023



# Overview

- What is a Capital Improvement Plan (CIP)?
- CIP Meeting
- Deadlines/Submittals
- DOTD and FAA roles
- Project Application Example
- Important Reminders
- Questions?



# This is a CIP....

## 5 Year Capital Improvement Plan (CIP)

Airport Name (LOC ID), ST: _____						CIP START YEAR: 2023				
		2020 NPE (Expires FY23) 2021 NPE (Expires FY24) 2022 NPE (Expires FY25) Estimated NPE (for planning through 2027)				2022 AIG (Expires FY25) 2023 AIG (for planning through 2026)				
Fed FY	Available		Funding Source	ODO Project Component/Phase	Estimated Cost	Funding Plan				
	NPE	AIG				NPE	AIG	Additional AIP	Other	Match
2023										
	Total = \$0									
			Remaining Funds		2023 Annual Subtotals:					
2024										
	Total = \$0									
			Remaining Funds		2024 Annual Subtotals:					
2025										
	Total = \$0									
			Remaining Funds		2025 Annual Subtotals:					
2026										
	Total = \$0									
			Remaining Funds		2026 Annual Subtotals:					
2027										
	Total = \$0									
			Remaining Funds		2027 Annual Subtotals:					
5 Year CIP Totals:										

SPONSOR SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

# But...what is a CIP?

- Flight Plan
- Snapshot
- Planning Document
- Preservations
- Improvements
- Projects
- Expansion



# What are CIP Meetings?

- Discussions
- Planning Sessions
- When do they happen?
- Who needs to be present?
  - Master Services Agreement (MSA)
- Expectations
- Results



# Deadline/Submittals

- Prior to CIP Meeting
  - Draft CIP (DOTD Deadline June 30<sup>th</sup>) – Optional?
- Following CIP Meeting
- Pre-Application Deadline (To DOTD Sept 1<sup>st</sup>) – Optional?
- FAA Submittal Deadline – October 1<sup>st</sup>?
  - Required Documents
- DOTD Project Application?
  - When is it?



# Required Submittals

## Louisiana Airport Construction and Development Priority Program Application Period FY 2023-2024 Project Application Form

Airport Sponsor: Airport: No. and Street/P.O. Box: City, State, Zip Code:																													
<b>PROJECT TITLE/DESCRIPTION:</b> (as listed on CIP)	<b>Funding Year Requested:</b> (as listed on the CIP)																												
<b>PROJECT SCOPE &amp; JUSTIFICATION:</b> (provide detailed explanation documenting the need and how the project meets the need. Refer to Louisiana Administrative Code Title 70, Part IX §315.C for additional guidance)																													
<b>Estimated Project Cost:</b> (If applicable, attach a detailed construction cost estimate)																													
<table border="1"> <thead> <tr> <th>Classification</th> <th>Estimated Cost</th> </tr> </thead> <tbody> <tr><td>Administrative Expenses</td><td>\$</td></tr> <tr><td>Land Acquisition Cost</td><td>\$</td></tr> <tr><td>Engineering Fees</td><td>\$</td></tr> <tr><td>Survey</td><td>\$</td></tr> <tr><td>Geotechnical</td><td>\$</td></tr> <tr><td>Estimated Construction Cost</td><td>\$</td></tr> <tr><td>Construction Inspection</td><td>\$</td></tr> <tr><td>Construction Administration Fees</td><td>\$</td></tr> <tr><td>Construction Testing</td><td>\$</td></tr> <tr><td>Equipment Purchase Cost</td><td>\$</td></tr> <tr><td>Other: (define)</td><td>\$</td></tr> <tr><td>Other: (define)</td><td>\$</td></tr> <tr> <td><b>Total Estimated Project Cost</b></td> <td><b>\$ 0.00</b></td> </tr> </tbody> </table>	Classification	Estimated Cost	Administrative Expenses	\$	Land Acquisition Cost	\$	Engineering Fees	\$	Survey	\$	Geotechnical	\$	Estimated Construction Cost	\$	Construction Inspection	\$	Construction Administration Fees	\$	Construction Testing	\$	Equipment Purchase Cost	\$	Other: (define)	\$	Other: (define)	\$	<b>Total Estimated Project Cost</b>	<b>\$ 0.00</b>	
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<b>Attach the following:</b> (as identified in Louisiana Administrative Code Title 70, Part IX §307 and §315)																													
Sketch of Project(s) on the airport's approved Airport Layout Plan Any additional information necessary for prioritization, i.e. Detailed Construction Cost Estimate, Resolution for Local Funds Contribution, Additional Documentation providing Justification for the Project, Environmental Clearance Documentation																													

APRIL 2022 - DOTD Aviation Division (88)

- For FAA Deadline
  - CIP Form
  - Overall Development Objective Form
  - Sketch
  - Justification
- For DOTD Deadline
  - CIP Form
  - Project Application Form
  - Sketch
  - Resolution
  - Additional Justification

Time for a drawing!

# DOTD and FAA Roles

- Coordination/Communication with both agencies is key
- Who is your respective Program Manager (PM)?
- Guidance and Feedback following submittals
  - DOTD Pre-Application Deadline
  - CIP Feedback
- DOTD Match requirement – Communication with both PMs is important to ensure that all funding is identified
- Early communication is key, especially with projects that are requiring additional funds
- DOTD and FAA work in close conjunction with airport's best interest in mind



# Project Application Example

- 5010 Inspection
  - Discrepancy noted (Obstructions, Runway Pavement Issue, etc.)
- Draft CIP Submitted after June 30<sup>th</sup>
  - New project included on Draft CIP
- CIP Meeting
  - Discuss 5010, new CIP request, parameters of project, Consultant's opinion, cost estimate
- Pre-Application Submittal – Sept. 1<sup>st</sup> Deadline
  - Received DOTD Feedback prior to Nov. 1<sup>st</sup>
- Recommended split project into phases to meet budget
- Project is on Priority Program and can be under grant after July 1<sup>st</sup> of year on Priority Program



## Inspection Report

September 22

2022

5 Year Capital Improvement Plan (CIP)

CIP START YEAR: 2022		CIP END YEAR: 2026		CIP START YEAR: 2022		CIP END YEAR: 2026	
Year	Project	Estimated Cost	Actual Cost	Year	Project	Estimated Cost	Actual Cost
2022	2022 Airport Substructure			2023	2023 Airport Substructure		
2023	2023 Airport Substructure			2024	2024 Airport Substructure		
2024	2024 Airport Substructure			2025	2025 Airport Substructure		
2025	2025 Airport Substructure			2026	2026 Airport Substructure		
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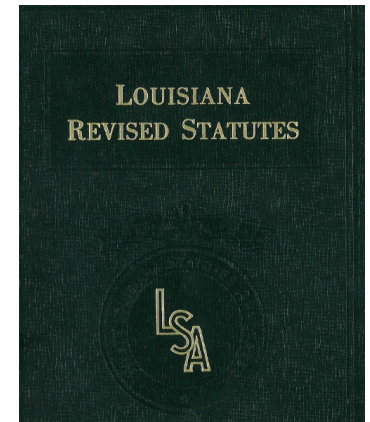
SPONSOR SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

## Louisiana Airport Construction and Development Priority Program Application Period FY 2023-2024 Project Application Form

Airport Name: _____ Airport No. and Name: _____ CIP Title: _____ PROJECT TITLE/DESCRIPTION: _____		Funding Year: _____ Estimated Cost: _____
PROJECT SCORE & ANALYSIS: (Provide a brief description of the project and its impact on the airport. Rate is Louisiana Airport Development Code Title 76, Part 1012, 1013, 1014, 1015, 1016, 1017, 1018, 1019, 1020, 1021, 1022, 1023, 1024, 1025, 1026, 1027, 1028, 1029, 1030, 1031, 1032, 1033, 1034, 1035, 1036, 1037, 1038, 1039, 1040, 1041, 1042, 1043, 1044, 1045, 1046, 1047, 1048, 1049, 1050, 1051, 1052, 1053, 1054, 1055, 1056, 1057, 1058, 1059, 1060, 1061, 1062, 1063, 1064, 1065, 1066, 1067, 1068, 1069, 1070, 1071, 1072, 1073, 1074, 1075, 1076, 1077, 1078, 1079, 1080, 1081, 1082, 1083, 1084, 1085, 1086, 1087, 1088, 1089, 1090, 1091, 1092, 1093, 1094, 1095, 1096, 1097, 1098, 1099, 1100, 1101, 1102, 1103, 1104, 1105, 1106, 1107, 1108, 1109, 1110, 1111, 1112, 1113, 1114, 1115, 1116, 1117, 1118, 1119, 1120, 1121, 1122, 1123, 1124, 1125, 1126, 1127, 1128, 1129, 1130, 1131, 1132, 1133, 1134, 1135, 1136, 1137, 1138, 1139, 1140, 1141, 1142, 1143, 1144, 1145, 1146, 1147, 1148, 1149, 1150, 1151, 1152, 1153, 1154, 1155, 1156, 1157, 1158, 1159, 1160, 1161, 1162, 1163, 1164, 1165, 1166, 1167, 1168, 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# Prioritization and Planning

- Scoring Criteria –Title 70
  - Every correct application is scored
  - Four Categories
    - Safety, Airside Preservation, Airside Improvements, Landside Improvements
- Pre-Application Period
  - Feedback
  - Finalize submittals
- Phasing
  - Budget Constraints
- Funding Sources
  - AIP, AIG, DOTD Funds



Louisiana Airport Construction and Development Priority Program  
Application Period FY 2023-2024  
Project Application Form

Airport Sponsor: Airport: No. and Street/P.O. Box: City, State, Zip Code:		
<b>PROJECT TITLE/DESCRIPTION:</b> (as listed on CIP)		<b>Funding Year Requested:</b> (as listed on the CIP)
<b>PROJECT SCOPE &amp; JUSTIFICATION:</b> (provide detailed explanation documenting the need and how the project meets the need. Refer to Louisiana Administrative Code Title 70, Part IX §315.C for additional guidance)		
<b>Estimated Project Cost:</b> (if applicable, attach a detailed construction cost estimate)		
Classification	Estimated Cost	
Administrative Expenses	\$	
Land Acquisition Cost	\$	
Engineering Fees	\$	
Survey	\$	
Geotechnical	\$	
Estimated Construction Cost	\$	
Construction Inspection	\$	
Construction Administration Fees	\$	
Construction Testing	\$	
Equipment Purchase Cost	\$	
Other: (define)	\$	
Other: (define)	\$	
<b>Total Estimated Project Cost</b>	<b>\$ 0.00</b>	
<b>Funding Sources:</b>		
Source	% Contribution	Funds
Federal Funds	0%	\$
State Funds	0%	\$
Local Contribution	0%	\$
Other: (define)	0%	\$
<b>Total Estimated Project Cost</b>	<b>0%</b>	<b>\$ 0.00</b>
<b>Attach the following:</b> (as identified in Louisiana Administrative Code Title 70, Part IX §307 and §316) <ul style="list-style-type: none"> <li>Sketch of Project(s) on the airport's approved Airport Layout Plan</li> <li>Any additional information necessary for prioritization, i.e. Detailed Construction Cost Estimate, Resolution for Local Funds Contribution, Additional Documentation providing Justification for the Project, Environmental Clearance Documentation</li> </ul>		

APRIL 2022 - DOTD Aviation Division (R8)

# Important Reminders

- Coordination/Communication
- State Statutes – requirements (Title 2 and 70)
- MSAs
- Deadlines
  - Draft CIP
  - Pre-Application Period
  - FAA CIP Deadline
  - CIP Deadline
- Required Documentation
  - Forms
  - Cost Estimates



# Moving Forward...

## 5 Year Capital Improvement Plan (CIP)

Airport Name (LOC ID), ST:						CIP START YEAR: 2023				
2020 NPE (Expires FY23) 2021 NPE (Expires FY24) 2022 NPE (Expires FY25) Estimated NPE (for planning through 2027)						2022 AIG (Expires FY25) 2023 AIG (for planning through 2026)				
Fed FY	Available		Funding Source	ODO Project Component/Phase	Estimated Cost	Funding Plan				
	NPE	AIG				NPE	AIG	Additional AIP	Other	Match
2023										
	Total = \$0									
			Remaining Funds	2023 Annual Subtotals:						
2024										
	Total = \$0									
			Remaining Funds	2024 Annual Subtotals:						
2025										
	Total = \$0									
			Remaining Funds	2025 Annual Subtotals:						
2026										
	Total = \$0									
			Remaining Funds	2026 Annual Subtotals:						
2027										
	Total = \$0									
			Remaining Funds	2027 Annual Subtotals:						
					5 Year CIP Totals:					

SPONSOR SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

## Louisiana Airport Construction and Development Priority Program Application Period FY 2023-2024 Project Application Form

Airport Sponsor: Airport: No. and Street/P.O. Box: City, State, Zip Code:		
<b>PROJECT TITLE/DESCRIPTION:</b> (as listed on CIP)		<b>Funding Year Requested:</b> (as listed on the CIP)
<b>PROJECT SCOPE &amp; JUSTIFICATION:</b> (provide detailed explanation documenting the need and how the project meets the need. Refer to Louisiana Administrative Code Title 70, Part IX §315.C for additional guidance)		
<b>Estimated Project Cost:</b> (If applicable, attach a detailed construction cost estimate)		
Classification	Estimated Cost	
Administrative Expenses	\$	
Land Acquisition Cost	\$	
Engineering Fees	\$	
Survey	\$	
Geotechnical	\$	
Estimated Construction Cost	\$	
Construction Inspection	\$	
Construction Administration Fees	\$	
Construction Testing	\$	
Equipment Purchase Cost	\$	
Other: (define)	\$	
Other: (define)	\$	
Total Estimated Project Cost	\$ 0.00	
<b>Funding Sources:</b>		
Source	% Contribution	Funds
Federal Funds	0%	\$
State Funds	0%	\$
Local Contribution	0%	\$
Other: (define)	0%	\$
Total Estimated Project Cost		\$ 0.00
<b>Attach the following:</b> (as identified in Louisiana Administrative Code Title 70, Part IX §307 and §315) Sketch of Project(s) on the airport's approved Airport Layout Plan Any additional information necessary for prioritization, i.e. Detailed Construction Cost Estimate, Resolution for Local Funds Contribution, Additional Documentation providing justification for the Project, Environmental Clearance Documentation		

APRIL 2022 - DOTD Aviation Division (88)

# Questions?



Another Drawing!