**Scope of Services for the**

**[Airport Name]**

**Airport Layout Plan (ALP) Update**

This Work Order is made by and between [Airport Sponsor Name] and [Consultant Name] in accordance with the provisions of the [Master Agreement for Professional Services or Professional Services Agreement] executed on [Date].

***Scope of Services***

This scope of services identifies and outlines the requisite elements necessary to update the existing Airport Layout Plan (ALP) Drawing Set and Narrative Report on file for the [Airport Name and identifier]. An approved ALP drawing set, Exhibit “A” Property Inventory Map, AGIS Survey, narrative report with aviation forecast, and **[Runway Safety Area Inventory] and/or [Runway Safety Area Determination form]** will be the final products of this project. These products will identify improvements necessary to accommodate aviation activity at the airport during the 10-year planning period, serve as the airport’s guide to future development, and meet FAA grant assurance requirements to maintain a current, approved ALP.

The Airport Layout Plan will be developed pursuant to:

* FAA AC 150/5300-13B *Airport Design*
* FAA AC 150/5300-16B *Aeronautical Surveys*
* FAA AC 150/5300-17C *Remote Sensing Technology in Airport Surveys*
* FAA AC 150/5300-18B *Submission of Aeronautical Surveys to NGS*
* FAA AC 150/5070-6B *Airport Master Plans*
* FAA AC 150/5000-17 *Critical Aircraft and Regular Use Determination*
* FAA’s Office of Aviation Policy and Plans (APO-110) *Forecasting Aviation Activity by Airport*
* FAA ARP SOP 8.00 *Runway Safety Area Determination*
* TDOT Aeronautics Division ALP Review Checklist
* TDOT Aeronautics Division Exhibit A Checklist
* TDOT Aeronautics Division ALP Pay Provisions 3.0

***Airport Layout Plan (ALP) Drawing Set***

This scope includes the preparation of all planning drawings making up the Airport Layout Plan (ALP) drawing set. The ALP drawing set will be prepared in digital drawing format to depict existing conditions and future development at the airport. Shading and other techniques will be used to indicate the phasing of airport improvement projects. The ALP drawing set will include topographic information obtained from USGS mapping and mapping collected through the AGIS Survey portion of this project, discussed in the AGIS Scope of Work attached. The ALP future conditions will be designed to show improvements to meet standards and accommodate the appropriate applicable Airport Reference Code (ARC), Critical Aircraft, and forecasted growth as justified through the aviation forecast to be completed with this project. The sheet size for the final drawing set will be **[22” x 34”] or [24” x 36”]**. The final ALP set will be submitted with a completed TDOT Aeronautics Division ALP Review Checklist.

Drawings to be included in the ALP drawing set are as follows:

Title Sheet

The title sheet will include general information concerning the airport and its governing body. It will include a vicinity map, location map, state outline with county boundaries highlighted, designated representative of the governing body, a listing of responsible parties from the State, index of sheets, revision block, State project number, and the date of the ALP.

Airport Layout Drawing – Existing and Future

The ALD will **[combine existing and future conditions on one sheet] or [depict existing and future conditions on separate sheets]**. It will display all existing and future airside and landside facilities, based on the approved aviation forecast, existing critical aircraft, and ultimate critical aircraft. Additionally, all pertinent airport design surfaces and dimensions will be shown pursuant to FAA AC 150/5300-13B, FAA AC 150/5070-6B, Rules of Tennessee Department of Transportation Aeronautics Division Chapter 1680-1-2, and TDOT Aeronautics Division ALP Review Checklist. Any deviations to FAA design standards will be clearly identified. Violations and obstructions to safety areas, object free areas, and obstacle free zones will also be identified.

Specific ALD details will include, but are not limited to, the following:

* Airport boundaries, Runway Protection Zones (RPZ), easements, and other areas that are currently or need to be controlled by the airport sponsor
* Adjacent non-airport property and its associated land use classification
* Future aeronautical and non-aeronautical development areas
* Topographic contours
* Runways, taxiways, aprons, buildings, NAVAIDs, parking areas, roads, lighting, fueling facilities, tie-downs, weather reporting equipment, critical areas, and other prominent airport features with dimensions
* Hangar development
* Landside development
* Trees, steams, utility lines, natural features, and towers
* Through the fence (TTF) operations, as applicable
* Obstructions to air navigation
* Approaches and any associated improvements
* Corrections to runway and taxiway line of sight and grading issues

Airport Data Sheet

The Airport Data Tables will be **[on a separate sheet] or** **[included on the ALD]**. The Airport Data Tables will contain all pertinent airport, runway, taxiway, wind, modification of design standards, safety critical, and declared distances data as outline in the TDOT Aeronautics Division ALP Review Checklist.

Terminal Area Plan Drawing

The Terminal Area Plan will consist of **[1 sheet] or [2 sheets]**. [Quantity] proposed terminal area layout(s) will be presented to the [Airport Sponsor/Board/Authority Name], and [quantity] preferred terminal area layout will be selected and depicted on the Terminal Area Plan sheet. It will illustrate a large-scale view of areas with significant terminal facility development. This drawing is an enlargement of a portion or portions of the ALD.

Specific Terminal Area Plan details will include, but are not limited, to the following:

* Terminal Building
* Hangars
* FBO facilities
* Aircraft apron
* Taxiways
* Auto parking
* Access roads
* Security fencing and gates
* Fueling facilities
* Property line
* Building Restriction Line (BRL)

Runway Departure Surface Drawing [delete this section if not applicable]

The Runway Departure Surface Drawing will illustrate a plan and profile view of the existing and future departure surfaces for [insert applicable runway end IDs] on **[1 sheet] or [2 sheets]**. A scaled aerial photograph will be used as the base map for the plan view of this drawing. This sheet will be developed in accordance with FAA AC 150/5300-13B. The scale for the drawing will be at 1”=1000’ horizontal and 1”=100’ vertical to show the entire length of the departure surface. TDOT Aeronautics Division will be contacted if the scale does not allow the entire area to fit on a single sheet. All objects penetrating the departure surface, such as trees, towers, roads, powerlines, rivers, residential homes, railroads, and poles, will be identified using [insert which data tables will be referenced for identifying obstructions in this drawing], in addition to traverse-way intersections within the departure surfaces.

Airport Airspace Drawing

The Airport Airspace Drawing will depict airport imaginary surfaces based on 14 CFR Part 77, *Safe, Efficient Use, and Preservation of the Navigable Airspace* for the full extent of all ultimate airport development. All ultimate horizontal, conical, approach, and transitional surfaces will be depicted in a plan view over the most recent United States Geological Survey (USGS) Quadrangle map of the area. Profile views of ultimate approaches will also be included but may be shown on a separate sheet that directly follows the Airport Airspace Drawing if profile views cannot fit on the same drawing sheet. The sheet will also include an isometric sectional view of the airport’s airspace. The scale for this drawing will be 1”=2000’ for plan view, 1”=1000’ horizontal for approach profiles, and 1”=100’ vertical for approach profiles. Fifty-foot contour intervals will be shown for all sloping Part 77 imaginary surfaces.

AGIS mapping will be used to evaluate obstructions to the airspace. Obstructions not identified on the ALD or Inner Portion of the Approach Surface Drawing that penetrate any of the Part 77 surfaces will be identified and listed by number, type of obstruction, top elevation (AGL and MSL), and proposed disposition in obstruction data tables included in this drawing. The obstruction data tables will also include the surface the obstructions penetrate, allowable surface elevation at the location of the obstruction, amount of surface penetration, and triggering event.

Obstructions shown on the Inner Portion of the Approach Surface Drawing or the ALD will not be listed in the Airport Airspace obstruction data tables or shown on this drawing. Obstruction Data Tables for the Airport Airspace Drawing will be included **[on the same sheet] or [on a separate sheet].** All towers listed by the FCC will also be depicted. Where there are areas of high-density obstructions, **[a controlling object] or [a grouping id]** with a boundary line depicting the extents of the area will be used.

Inner Portion of the Approach Surface Drawing

An Inner Portion of the Approach Surface Drawing for each active runway will be depicted on **[1 sheet] or [2 sheets]**. This drawing will present both a plan view and profile view of the areas within the Runway Protection Zone or from the physical runway end to a point where the ultimate approach surface is 100’ above the runway end elevation, whichever is further.

A scaled aerial photograph will be used as the base for the plan view of this drawing with aerial photogrammetry overload to depict contour changes. The scale for this drawing will be 1”=200’ Horizontal and 1”=20’ Vertical. All pertinent features within the ultimate approach surface will be depicted regardless of if they are affected. These features include roads, powerlines, towers, poles, rivers, railroads, residences, etc. The RSAs, OFAs, OFZs, any NAVAID Critical Areas, and an extended runway representing a composite profile of the highest terrain across the width and along the length of the approach will be shown.

The drawing will depict the approach surface pursuant 14 CFR Part 77, [insert Part 77 Surface(s) to be shown]. The drawing will also illustrate Threshold Siting Surfaces (TSS) associated with United States Standards for Instrument Procedures (TERPS) outlined in FAA AC 150/5300-13B, [insert TSS to be depicted]. Additionally, the State approach surface will be shown.

Obstruction Data Tables for each runway end will be included **[on this sheet] or [on a separate sheet].** **[Controlling Objects, Object Groups, or Individual Objects]**, including their type, degree of penetration, top elevation (AGL and MSL), proposed disposition, and triggering event, will be identified. Object ID numbers on the Inner Portion of the Approach Surface Drawing’s Plan view and Profile view will correspond to the Object ID numbers in the Obstruction Data Table.

Runway Centerline Profile Drawing

The Runway Centerline Profile Drawing illustrating the line of sight will be **[included on the Inner Portion of the Approach Surface Drawing], [included on the Airport Airspace Drawing], or [included on a standalone sheet]**. This drawing will show the full length of the existing and ultimate runway, Runway Safety Area (RSA), runway elevations, runway and RSA gradients, all vertical curves, and an imaginary 5’ line of sight. The vertical scale of this drawing will show the separation between the runway surface and the 5’ line-of-sight.

Land Use Drawing

The Land Use Drawing will depict the existing and future land uses within airport property boundaries and surrounding the airport. It will depict the existing and future airport property lines and airport design surfaces. The ALD will be used as the base map for this drawing. The drawing will show parcels of land identified as to their use such as agricultural, recreational, industrial, commercial, residential, aeronautical, non-aeronautical, and similar. All proposed fee simple and easement acquisitions will be identified. An additional note will state any known airport height or land-use zoning in place. Adjoining parcels having direct access to the airfield will be identified. All current land use and zoning information will be obtained from the County and/or City local planning sources and such designations will be used on this sheet.

Airport Capital Improvement Plan (ACIP) Drawing

The Airport Capital Improvement Plan (ACIP) Drawing will visually depict basic airport facilities and location of proposed development and land acquisition. Proposed projects depicted on this drawing will be listed in a table and grouped by fiscal year (0-5-, 6-10-, and 11–20-year periods). Each project listed on the table will include a brief project description, estimated cost, unique identifier that corresponds to its graphical depiction on the ACIP Drawing, and milestones and triggering events. Next steps to accomplish the project(s) for projects within the 0-5 year range will also be included. The improvements depicted will be prioritized in consideration of the Authority’s funding capability, State and Federal Priorities, Airport Priorities, triggering events, and timing.

This drawing will include a table with the current number of based aircraft by type, estimate of annual transient and local operations, number of aircraft on the hangar waiting list, and a brief description of the critical aircraft determination. The drawing will also contain a description of all approved modification of standards and a declared distances table.

***Exhibit “A” Property Inventory Map***

The Exhibit “A” Property Inventory Map will depict existing and future airport land acquisitions and easements. The ALD will be used as the base map for this drawing, including existing and future facilities shown.

This drawing will contain a data table with tract/parcel details including the type of acquisition, funding source, use, FAA and TDOT grant number (where applicable), date acquired, deed book and page of deed record, acreage of property acquired, purpose of acquisition, previous owner, and current owner. The parcel boundaries of each existing and future acquisition will be depicted on the drawing, as well as the overall airport property boundary. Current owner and acreage information for properties within the RPZs will also be included. Data for the boundaries of this map will be utilized from existing property records obtained by the airport sponsor and airport. The consultant will conduct additional deed research as needed to complete an accurate Exhibit “A” Property Inventory Map.

A boundary survey is not included in the scope of this project. All information relative to the airport property will derived from available information including but not limited to tax map information, recorded deeds, other sponsor-provided information, or TDOT Aeronautics Division or FAA files.

If there are any gaps between adjoining property lines, any additional survey or negotiation efforts necessary to resolve the gaps will not be included within this scope of work. A note stating that the boundaries and information for the properties displayed on the Exhibit “A” were taken from existing deeds and were not field surveyed as part of this project will be included on the sheet. Additionally, any known Airport Zoning will be noted on the sheet.

The final Exhibit “A” Property Inventory Map will be submitted with a completed TDOT Aeronautics Division Exhibit “A” Review Checklist. Additionally, copies of all deeds associated with airport property, including easements, will be labeled with an ID that corresponds to ID’s on the Exhibit A drawing, and attached to the Narrative Report as an Appendix. TDOT Aeronautics Division will supply the deeds on file. Any remaining deeds, if any, will be obtained by the consultant through the appropriate local source.

***Forecast of Aviation Activity***

A forecast of aviation activity will be developed and inserted in the Narrative report for submittal to the TDOT Aeronautics Division and FAA. The forecast will include an inventory of based aircraft and total annual operations broken down into local and itinerant. Actual number of based aircraft will be obtained from the airport manager and compared to the National Based Aircraft database.

Statistical data on historic and forecast socioeconomic factors from the city, County, Airport, and other sources will be obtained. These factors will include employment, income, population, and business climate/characteristics of the region, with an emphasis placed on specific socioeconomic characteristics and trends that are likely to affect the economic growth and development of the area.

Potential aeronautical activity and based aircraft forecasts will be developed for the Airport, taking into consideration the national and regional aeronautical activity forecasts from the FAA and various industry stakeholder groups, socioeconomic information for the local area, and local development/growth plans and projections by Airport tenants and local businesses.

The forecast will meet the requirements set forth in the TDOT Aeronautics Division ALP Review Checklist, Section A.1.B. The baseline year for the forecast will be [year]. After [year], forecasts will be prepared in five-year increments for the 20-year planning horizon with projections for each of the following:

* Based aircraft
* Based aircraft by aircraft type/fleet mix
* Total operations
* Fleet mix total operations (by aircraft design group and approach category)
* Local vs itinerant operations (by operation type)
* Annual instrument approaches

Data such as airport hangar waiting lists, fuel records, ADSB data, FAA TAF, Traffic Flow Management System Counts (TFMSC), and basedaircraft.com will be used in the forecast and provided as an appendix. Each of the baseline forecasts (e.g., total based aircraft and total operations) will be compared to the FAA’s current Terminal Area Forecast (TAF) for the airport. If the forecasts are not consistent with the TAF, differences will be resolved with the consultant, airport, TDOT Aeronautics Division, and FAA Memphis ADO.

Additionally, the Airport’s current and future critical aircraft (aircraft type/category with at least 500 annual operations) will be identified and a future estimate of aircraft operations in the critical aircraft category will be provided.

[The forecast will include a COVID-19 forecast adjustment discussion regarding based aircraft and operations.]

The forecast will be completed and submitted to the TDOT Aeronautics Division for review, comments, revisions, and approval before any other project task, besides the AGIS task, begins. [Once the TDOT Aeronautics Division reviews and approves the forecast, the TDOT Aeronautics Division will send the forecast to the FAA Memphis ADO for approval as the forecast is needed to justify a project’s AIP eligibility.]Once the forecast is approved, the consultant will begin work on the remaining tasks of the ALP Update project.

***Narrative Report***

The Narrative Report will be prepared in accordance with all applicable FAA and TDOT guidance including, but not limited to FAA AC 150/5070-6B *Airport Master Plans*, TDOT ALP Review Checklist, FAA’s Office of Aviation Policy and Plans (APO-110) *Forecasting Aviation Activity by Airport*, and FAA Order 5090.5 *Formulation of the NPIAS and ACIP* (Table 4-1 Alternative Methods for Estimating Aircraft Operations). The TDOT Aeronautics Division ALP Review Checklist will be completed upon submission of the Narrative Report.

Chapters to be included in the Narrative Report are as follows:

Introduction

The consultant will provide a succinct introduction that will explain and identify objectives, key issues, and the purpose of the ALP Update.

Executive Summary

The consultant will provide a concise summary of the findings and recommendations from the ALP update, including airport design deficiencies, major forecast findings, proposed development projects, and a timeline for implementing the proposed projects.

Inventory of Existing Conditions

The consultant will collect airport and community data from the FAA, TDOT Aeronautics Division, the airport sponsor, and other available sources. This will include both data relative to the [Airport Name] and the surrounding community, such as land use plans and zoning regulations. In addition, the consultant will perform inventories of all physical facilities within the present boundary of the airport, including buildings, runways, taxiways, aprons, airport and access roadways, airport parking, fueling facilities, lighting, signage, and visual and electronic navigational aids.

Specifically, the inventory will identify and describe existing facilities as to quality, type, use, and condition. Current instrument approaches will be identified, and procedures will be detailed. Wind coverage data will be collected and analyzed. A description of the required aeronautical survey will be summarized to address topographic and obstruction survey needs to accomplish the ALP Update requirements. Any existing Modifications of Standards will be documented.

The consultant will include an inventory of based aircraft, hangar waiting list, a current 5010 as an appendix, and a count of operations over the most recent 12-month period. An overview of known environmental features at and around the airport will also be included. Environmental features to be identified and discussed include but are not limited to major drainage ditches and structures, wildlife areas, endangered and threatened species, wetlands, streams, natural areas, flood zones, state and federal parks, and historic or cultural features. The information provided on the known environmental features in this chapter will be gathered from existing, readily available data sources, such as the U.S. Fish and Wildlife Service’s Information for Planning and Consultation (IPAC) website. No additional environmental studies are included in this scope of services.

Facility Requirements

Based on the aviation forecasts, physical facility planning criteria will be identified for evaluating the adequacy of various landside/terminal area and airfield facilities to meet current and forecasted demands. Local, state, and federal requirements, standards, and best practices will be applied to determine the capacity of the present landside/terminal area and airfield facilities and compared to the demand projected by aviation forecasts. Airfield deficiencies, when compared to the federal design standards associated with the critical aircraft, will be discussed.

Airfield facilities that will be examined include:

* Runway length, width, and orientation
* Taxiways
* Runway and Taxiway Safety Areas and Object Free Areas
* Runway Obstacle Free Zones (OFZ)
* Runway Protection Zones (RPZ)
* Airfield pavement strength
* Airfield lighting and marking
* Airport Navigation Aids (NAVAIDs)
* Airspace requirements
* Land acquisition

Landside / Terminal Area facilities that will be examined include:

* Aircraft parking apron(s)
* Terminal building
* Fixed Base Operator (FBO) facilities
* Aircraft storage hangars
* Automobile access and parking facilities

Alternatives Analysis

Alternative development layouts will be produced based on the findings discussed in the facility requirements chapter. As many as [quantity] alternative layouts for landside/terminal area and [quantity] alternatives for airfield will be evaluated for each element analyzed. Alternatives developed will comply with the applicable FAA design standards. The consultant will describe each alternative and the rationale for the selected alternative for inclusion in the ALP Update.

For each alternative, a graphic exhibit or sketch will be created showing the main features of the alternative. A narrative description of the alternative will be developed that includes the effectiveness of the mitigation alternative, the cost of implementation, any constructability issues or engineering factors to be considered, community impacts, and land acquisition or easement requirements.

Airfield alternatives will be evaluated based on their ability to satisfy the identified facility requirements, environmental and community impacts, engineering factors, cost (order of magnitude cost level), and ease of implementation.

Based on the previous findings, an evaluation matrix will be developed to compare the aforementioned factors associated with each airfield development alternative. Conditions requiring analysis, such as declared distances, displaced threshold, or non-standard airport features that may require a Modification of Standards (MOS) will be documented in the narrative report and in the ALP drawing set. All preferred alternatives will be shown in the ALP drawing set.

Airport Capital Improvement Plan (ACIP)

An Airport Capital Improvement Plan (CIP) will be developed based on data collected and developed through the previous chapters of the Narrative Report. Development projects recommended will be classified in the short-term (0-5 years), intermediate-term (6-10 years), and long-term (11+ years) planning periods. Planning-level cost estimates will be prepared for each project. The cost estimates will include land acquisition, construction costs, design fees, and any other applicable fee/cost. Cost estimates will be prepared in current-year dollars and be developed for planning purposes only. The development costs will be broken into amounts eligible for Federal and State funding programs and amounts requiring local participation for all projects included in the ACIP.

The development projects will also include a concise description, triggering events, milestones, and action items. Each development project will be prioritized based on the airport’s funding capability, State and Federal Priorities, airport priorities, triggering events, and timing. All applicable projects listed on the ACIP will be shown in the ALP drawing set to be considered for federal and state funding.

***Runway Safety Area Inventory (RSAI) and Runway Safety Area Determination (RSAD)***

This task will include the analysis and documentation of RSA deficiencies for each runway. The aeronautical survey data obtained from the AGIS will be utilized to review the existing grading within the RSA and identify any portions of the RSA that are not graded to the standards set forth in FAA AC 150/5300-13B based on the existing critical aircraft determination in the approved forecast. [The consultant will complete a visual inspection of the RSA for each runway and document objects, such as NAVAIDs, inside the RSA. The consultant will take pictures of any objects found inside the RSA and document the purpose and location of the object.]

The analysis will be completed in AutoCAD Civil3D. The results of this analysis will be used to complete Appendix A - Runway Safety Area Inventory for Non-Certified Airports form and Appendix B – RSA Determination form found in FAA ARP SOP 8.00 *Runway Safety Area Determination* for each runway. The consultant will prepare an exhibit for each runway showing the areas that do not meet grading standards and the locations of any non-compliant objects within the RSA.

The consultant will submit the completed forms and exhibits to the TDOT Aeronautics Division at least 3 weeks prior to the 30% ALP progress review meeting. When all revisions are made (as necessary), the Aeronautics Division will provide the forms and exhibits to the FAA for review, comments, and approval. The Consultant will revise the forms and exhibits based on FAA comments (if any). Once the forms are approved by the FAA, the consultant will include the completed forms and exhibits as an appendix in the Narrative Report.

[Alternatives for addressing any identified RSA deficiencies will be included as part of the overall airport alternatives development.]Should additional evaluation of alternatives be necessary, a separate RSA Study will be recommended as part of the airport’s CIP.

[If the airport is a Part 139-certificated airport, the airport does not require a completed RSAI form. The airport must only complete the RSAD form. Please edit this task as needed based on this information.]

***AGIS***

Aerial mapping and obstruction data will be collected by [subconsultant or consultant name] as detailed in the Aeronautical Obstruction Survey proposal attached in [Reference Exhibit]. The **[Consultant] or [Subconsultant]** will compile and submit the analysis into the FAA’s Airport Data Information Portal (ADIP) website that meets standards described in FAA AC 150-5300-16B, 150/5300-18B, and 150/2300-17C.

***Meetings***

There will be 5 meetingsthroughout this project, including one scoping meeting, one kick-off meeting, and three progress review meetings (30%, 60%, and 90%). Meeting attendees will include but are not limited to TDOT Aeronautics Division, Consultants, and Airport Manager / Sponsor. The Airport and Consultant will coordinate with the TDOT Aeronautics Division to schedule a date and time for each meeting.

Per the ALP Project Pay Provisions [version number], electronic documents for TDOT Aeronautics Division review will be submitted 3 weeks prior to the corresponding meeting, with the exception of the scoping meeting. TDOT Aeronautics Division will provide comments from its review in a reasonable amount of time prior to the meeting for discussion during the meeting. Additional time is scoped in this project to review, implement, and respond to the TDOT Aeronautics Division’s review comments.

The Consultant will also coordinate with the Airport to select preferred alternatives to include in the ACIP and meet/discuss items that need to be addressed.

Once all reviews, revisions, and approvals are received, the Consultant will coordinate the signatures on the ALP set, deliver all final deliverables, and assist the airport with closing the project with the TDOT Aeronautics Division. Reviews, comments, revisions, and approvals are subject to processes outlined in the *TDOT Aeronautics Division ALP Project SOP for NPIAS Airports*.

***Project Deliverables***

The following final deliverables will be provided by the consultant at the conclusion of the project. All printed ALP Sets listed below will be signed electronically and then printed with the electronic signature.

* [quantity] full-size printed ALP Drawing Set for TDOT Aeronautics Division
* [quantity] full-size printed ALP Drawing Set for Airport
* [quantity] full-size printed ALP Drawing Set for FAA
* Electronic versions of the ALP set for the Airport and TDOT Aeronautics Division
* [quantity] printed copies of the ALP Narrative Report for Airport
* Electronic versions of the ALP Narrative Report for the Airport and TDOT Aeronautics Division
* Electronic project CADD files for the Airport and TDOT Aeronautics Division
* Aforementioned Aerial Survey Deliverables

***Exclusions***

The following items are not included under this agreement but will be considered as extra work:

For clarification purposes, the proposed scope of services for this Work Order specifically does not include any of the following items/tasks stated below: [list any exclusions below in list format or delete exclusion section if the consultant chooses not to outline any specific exclusions]

* [Exclusion]
* [Exclusion]
* …

**Additional Forms and Documents to be Attached:**

Consultant/Airport Agreement Signature Page

Consultant/Subconsultant Agreement Signature Page

AGIS Scope of Work (including fee estimate)

Required State Contract Provisions

ALP Project Pay Provisions (current version)

Project Schedule

Consultant Fee Estimate (Summary and Breakdown in alignment with ALP Project Pay Provisions)