The Idaho Transportation Department (ITD), Division of Aeronautics, requests statements of interest and qualifications to provide aviation planning services for:

Network Pavement Management Update: An update to the network pavement management information and system for 48 designated Idaho airports including pavement condition index surveys, and system updates.

The firms expecting to respond need to refer to the “General Scope of Work” and “Response Requirements” documents available via e-mail from William P. Statham or downloadable versions from the Idaho Transportation Department, Consultant Administration Unit Web Page (http://itd.idaho.gov/design/cau/cau.htm). Please refer to the contact information listed below.

The Division of Aeronautics reserves the right to make the selection based upon the Statement of Qualifications only or to short list based upon the Statement of Qualifications and conduct interviews, at their discretion.

Note: Any contract award under this Request for Qualifications is expected to be funded in part by the United States Federal Aviation Administration. This procurement will be subject to Federal Aviation Administration Regulations and 2 CFR § 200.

Questions that arise as a result of this Request for Qualifications should be emailed to:

William P. Statham, Airport Planning and Development Manager
E-mail: Bill.Statham@itd.idaho.gov

Mr. Statham can also be reached at the following:
Phone: (208) 334-8784
FAX: (208) 334-8789
Web page address: http://itd.idaho.gov/aero
Or
William P. Statham
Idaho Division of Aeronautics
1390 W Gowen Rd.
Boise Idaho 83705

An acceptable response to this request is the submission of an electronic Statements of Qualifications and attachments, by email, marked as indicated below, and submitted by the deadline indicated to:

Statement of Qualifications for
Network Pavement Management Update
William P. Statham, Airport Planning and Development Manager
E-mail: Bill.Statham@itd.idaho.gov

The deadline for receipt of statements is 5:00 p.m. MDT., Tuesday, April 6, 2021.
RESPONSE REQUIREMENTS - 2021
FOR
REQUEST FOR STATEMENTS OF QUALIFICATION
TO PROVIDE SERVICES RELATED TO IDAHO’S
NETWORK PAVEMENT MANAGEMENT UPDATE

The Idaho Transportation Department (ITD), Division of Aeronautics, requests statement of interest and qualifications to provide aviation planning services for:

Network Pavement Management Update: An update to the network pavement management information and system for 48 designated Idaho airports including pavement condition index surveys, and system updates.

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Note: Any contract award under this Request for Qualifications is expected to be funded in part by the United States Federal Aviation Administration. This procurement will be subject to Federal Aviation Administration Regulations and 2 CFR § 200.

Responses to this request must include:

1) Provide Legal name of the firm, address, and telephone number.
2) State in which firm is incorporated.
3) List the Principals of the firm with brief statement of experience and qualifications.
4) Name and qualifications of the project manager assigned to this project. Provide a list of all projects worked on in the last three years and this person’s role/responsibility for each project.
5) Names of the key personnel assigned to this project. Describe their individual qualifications and related project experience. Define their roles and extent of participation anticipated for this project.
6) Names of any sub-consultants assigned to the project and their related experience and qualifications. Identify what elements of the project the sub consultants prepare.
7) Describe the recent (past 3 years) experience of the firm with related projects. List the project manager for each project. The description of each project should include the original anticipated completion date and the actual completion date, and the original anticipated budget amount and the actual final costs. Also, list the airport sponsor’s name and the name and telephone number of the sponsor’s contact person for each project identified for reference.
8) Provide electronic (pdf preferred) file of the final work products for two recently completed studies of a similar nature involving the project manager and key personnel assigned to this project and the firm’s ability to continue the Interactive Website compatibility with the GIS system it is based upon.
9) Discuss the firm’s understanding of the project as advertised, the proposed approach to completing the work, the anticipated amount of time needed to complete the work, and any potential problems with this type of work.
10) List the anticipated percentage of time the project manager will have available for this project and a statement of the firms’ availability to commence work.
11) Discuss any special capabilities the firm can provide to the advertised project.
12) Describe the firm’s demonstrated ability and related experience in facilitating and leading a public involvement process/program.
13) Provide evidence that the firm has established and implemented an Affirmative Action Program.
14) Statements regarding the firm’s plan to utilize DBE firms to meet a goal of 0% or show a good faith effort to secure DBE services.
15) The statement of interest and qualifications must be limited to a total of 12 pages to be considered an appropriate and satisfactory response. This might include a 1 to 2 page letter of interest and a 9 to 10 page technical statement of Qualifications and Approach.
16) The responding consultants must submit their Statements by the due date stated below. That date is intended to provide a 22 day response time, baring postal service delays.

Respondents will be evaluated according to the following factors:

1) Qualifications and experience of the project manager and project team 10 points.
   Points based on the response to required items #4, #5, and #11.
2) Qualifications and experience of the proposed sub consultants 10 points.
   Points based on the response to required item #6.
3) Recent experience with comparable projects 20 points.
   Points based on the response to required item #7.
4) Quality of previous work products and interactive website 20 points.
   Points based on the complete response to required item #8 and job references.
5) Understanding of the scope of work 15 points.
   Points based on the response to required item #9.
6) Commitment, availability, and interest showed 10 points.
   Points based on the response to required item #10.
7) Effectiveness and timelines of the Firm 10 points.
   Points based on the response to required items #12, #13, and #14.
8) Quality of response to RFQ 15 points.
   Points based on the overall response to this request for qualifications.

Questions that arise as a result of this Request for Qualifications should be emailed to:

William P. Statham, Airport Planning and Development Manager
E-mail: Bill.Statham@itd.idaho.gov

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The deadline for receipt of statements is 5:00 p.m. MDT, Tuesday, April 6, 2021.
<table>
<thead>
<tr>
<th>EVALUATION OF SUBMITTAL</th>
<th>IDAHO NETWORK PAVEMENT MANAGEMENT UPDATE 2021 - 2026</th>
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**DATE:**

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<th>Weight</th>
<th>Firm Name</th>
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**INSTRUCTIONS:** Rank the responses from each firm, from BEST (1) to WORST (5), for each Evaluation Criteria (across). This will require you to compare each Evaluation Criteria between each firm. Calculate the score for each firms Evaluation Criteria by multiplying the Rank number by the Weight number for that Evaluation Criteria. Repeat this for each line (Evaluation Criteria). Calculate the Total Firm Score by adding the values in each Score column.

**COMMENTS:**
Objective
The principal objective of the Idaho Transportation Department, Division of Aeronautics (ITD-AERO) for continuing our statewide pavement management program is to document pavement conditions and update the Pavement Capital Improvement Program recommendations at the identified airports (Exhibit A), which involves the following:

- Collection of work history
- Pavement Condition Index (PCI) Inspections
- PAVER software implementation
- Data analysis
- Maintenance, Rehabilitation and Reconstruction needs identification
- Recommend a Pavement Capital Improvement Program for each airport
- Development of pavement condition map for each airport
- Update work history maps
- Update network definition maps
- Individual Airport Reports
- Statewide Summary Report
- Statewide Pavement Management Program
- Web Based Interactive Reporting and Mapping System

Purpose
The program is to serve as a tool in identifying system needs, state programming decisions for federal grant aid, Idaho Airport Aid Program funding, legislative decision making, and the planning needs of local jurisdictions. The program will also develop accurate pavement inventories and identify necessary maintenance, repair, rehabilitation, and reconstruction projects.

This request is for six years of pavement inspections and reports, for NPIAS and non-NPIAS airports, funded in part through the Statewide System Planning grant with the consultant using the FAA preferred PAVER computer program. This approach will allow the consultant greater flexibility and consistency with the data needed to continue this study into the future. The airports included in this project are listed in Exhibit A. Each of the listed airports will be inspected once during a three year period. The Consultant will update the Network Pavement Management System (NPMS) annually.

The role of ITD-AERO is to identify the pavement needs and recommended process of preserving the pavements within the IASP. The cities and counties in coordination with the FAA and ITD-AERO provide the key policy and financial decisions necessary for preserving airport pavements in Idaho.

Project Approach
The proposed work will be accomplished through the following tasks.

Task 1: Records Review, Inventory Data, and Coordination
A meeting will be held at the ITD-AERO’s offices prior to initiation of the field surveys. During this kickoff meeting sources of available information will be identified on the pavement construction, rehabilitation and maintenance history, existing airfield layouts and contacts at each airport. The scope of work, deliverables, and schedule will also be reviewed.

The consultant will develop a plan for the field activities and coordinate this plan with the State’s Project Manager. Letters will be prepared by the Consultant Team for ITD-AERO to distribute to the project airports (based on the level of analysis listed in Exhibit A) describing the project, introducing the project team members, and advising the
airports of the impending pavement inspections. Prior to conducting the PCI inspections, a field schedule will be developed to ensure timeliness of the data collection.

The Consultant Team will provide ITD-AERO and FAA with a list of data that was identified as unavailable and the Consultant will meet with ITD-AERO and FAA to discuss how to address any missing data identified. The Consultant will participate in this meeting remotely.

The Consultant Team will attend timely meetings with ITD-AERO and FAA. In addition to the meetings identified in this scope of work, monthly teleconferences throughout the duration of the project will be held with the project team.

The Consultant Team will submit timely invoices providing an overview of the work accomplished during the billing period, work to date, issues resolved, percentages of work complete, and work remaining on the project. Invoices and accounting procedures shall be consistent with ITD-AERO accounting guidelines.

**Task 2: Network Definition and Visual Condition Survey**

The existing electronic network definition maps will be updated as necessary to include runway, taxiway or apron extensions or additions. These maps will only be updated during the year in which the airport is inspected. New extensions or additions will be divided into branches, sections, and sample units in accordance with the ASTM Standard D5340, *Standard Test Method for Airport Pavement Condition Index Surveys* and the FAA’s Advisory Circular (AC) 150/5380-7B, *Airport Pavement Management Program*. All branch, section, and sample unit boundaries will be shown on the airport network definition maps.

The runways, taxiways, and aprons at the project airports will be evaluated using the Pavement Condition Index (PCI) procedure as defined in FAA AC:150/5380-7B and ASTM D5340. Two person crews will be used for the inspections. Each crew will be led by an experienced Certified Professional inspector. As part of the survey, digital photographs will be taken to show typical distress types and condition for each pavement section.

**Task 3: Develop PAVER Database**

PAVER will be calibrated to more accurately reflect the conditions and policies under which Idaho public use airports operate. The calibration will include developing pavement performance models, establishing prioritization guidelines, developing maintenance and rehabilitation policies, and entering unit cost information for maintenance and rehabilitation actions. This information will be specific to Idaho airports, which will permit ITD-AERO to use the program to perform realistic analysis and generate realistic capital budgeting output.

**Task 4: Customize Engineering Models**

The Consultant will customize the PAVER database to reflect the State’s approach to managing a pavement network. The system tables that contain this information will be customized for local pavement management practices and costs. These include:

- Maintenance policies.
- Unit costs for each maintenance and rehabilitation (M&R) method.
- Cost curves that relate cost per square foot to PCI for future years.
- Priority table.
- Pavement prediction models.

The Consultant Team, in close conjunction with ITD-AERO and the FAA, will establish a five year statewide Pavement Capital Improvement Program, identify project assumptions, and establish project priorities.

The Consultant Team will use PAVER to estimate the impact on overall pavement condition and evaluate budget scenario alternatives for a five-year analysis period. The resulting information will be included in the Statewide Pavement Management Report.

The Statewide Pavement Management Program Report will contain a project overview and will present the results of the statewide analysis. The analysis will include a summary analysis of the Statewide Pavement Management Program by NPIAS and Non NPIAS airports.
**Task 5: Network-Level Analysis**
Several analysis routines will be run using the M&R Planner module of PAVER in preparation of work plans for the State. The collected data will be used to identify localized maintenance, global maintenance, and major maintenance and repair (M&R) needs for all included airports for the next five years.

On a shorter planning horizon, maintenance plans will be developed that summarize the amount of crack sealing, patching, etc., that could be applied to each section in the near future. Results from the maintenance and capital analysis will be based on the State’s inputs (critical PCI, budget constraints, priority matrix, unit costs, and committed projects) developed during Task 4.

The global preventive maintenance and major M&R recommendations will be made for the five year period of the analysis. Localized preventive maintenance recommendations will be made for the first year of the analysis only.

This data does not preclude the responsible engineer in performing the appropriate project or design level investigation and analysis in determining the appropriate details of a specific rehabilitation project. It would not be advisable to solely base design-level rehabilitation without the appropriate level of investigation and determination of pavement deterioration beyond that of a visual Pavement Condition Index (PCI) assessment.

**Task 6: Mapping**
The Consultant will prepare/update maps for each airport. These maps will be drawn to scale, show how the pavement is subdivided into branches, sections, and sample units, and identify specific sample units that were inspected during the PCI survey. Color-coded maps will show the PCI, surface type, and pavement rank for each pavement section. A map and text summary analysis with graphics showing the five years of the recommended program will be prepared for each airport inspected (see Exhibit A).

**Task 7: Interactive Website Update (NPMS Scope of Work)**
The consultant team will update the dynamic web-based data-sharing application platform used in communicating the results of the NPMS Update. The objective of the Interactive Website is to provide visual communication of the ITD-AERO Network Pavement Management System (NPMS) data. This data includes System Inventory Data, Current Pavement Condition Data, Predicted Pavement Condition Data, Recommended Global Maintenance Treatments (Surface Treatment), and Recommended Major Rehabilitation (Reconstruction/Mill & Overlay). All data was gathered to update the existing NPMS and is intended to serve as a tool in identifying pavement maintenance and rehabilitation needs.

The Interactive Website uses an ArcGIS Online for Organizations based platform that allows for the visual communication of pavement management system data that consists of section level information and airport summary data utilizing a GIS database based on the results of the NPMS analysis. ITD Aeronautics maintains an ArcGIS Online for Organizations account capable of managing the data and hosting the configured application. This web-based application uses the ESRI ArcGIS Online (Web AppBuilder for ArcGIS) product with data being served from ArcGIS Online Hosted Feature services established using ArcGIS for Desktop (ArcMap) software based on the PAVER database files developed as part of Task 5. ITD-AERO expects the interactive website to be compatible with the GIS system it is based upon. This will keep the NPMS data compatible with the E ALP approach for planning as well as the GIS based system used by the NFDC for their multitude of products.

The Consultant developed a web-application map, understanding that ITD-AERO will be responsible for adequate user login accounts and credits for storage, analytics, and custom user access rights if desired. This web-application is “public” for viewing and a standard PDF form that is available for users to submit notices of updates as it pertains to their airport PMS to ITD-AERO.

**Task 8: Deliverables**
1. The Consultant will prepare one copy of final reports for each airport that documents the inspection data, analyses, PAVER outputs, and work plans and budgets. The reports will include color-coded maps, discussion of maintenance and construction history, tabular listings of all branches, sections, sample unit information, etc. The field survey procedures used, location of sample units surveyed, and any unusual observations will be described.
Photographs will be provided to illustrate typical distress types. One printed report will be provided to the airport and one electronic copy (PDF) will be provided to ITD-AERO.

2. The Statewide Pavement Management Program Report will contain a project overview and will present the results of the statewide analysis. The analysis will include a summary analysis of the Statewide Pavement Management Program by NPIAS and Non NPIAS airports.

3. In addition, a statewide summary report will also be prepared that will provide an overview of how airfield pavements in Idaho are performing, summarize the network-level analysis and will report overall network condition levels and budget requirements.

4. The Consultant will provide the State with the PAVER database developed during this project, as well as electronic versions of all reports.
EXHIBIT A – LIST OF PROJECT AIRPORTS

Exhibit A includes all airports in this project and identifies which airports were included in the previous project. This selection is for six years of pavement inspections and reports, for NPIAS and non-NPIAS airports, funded in part through the Statewide System Planning grant, with the consultant using the FAA preferred PAVER computer program. Each airport will be inspected once during a three-year period and the consultant will update the Network Pavement Management System (NPMS) annually.

The FAA did not fund the non-NPIAS airport inspections, subsequent analysis, inclusion in the interactive website, and pavement capital improvement program in the past. These costs will be included in the non-NPIAS contracts and the work will be performed concurrent with that of the NPIAS airports.

**NPIAS AIRPORTS 28 Airports**
- Aberdeen Municipal
- Arco-Butte County
- Bear Lake County – Paris
- Blackfoot-McCarley Field
- Bonners Ferry-Boundary Co.
- Buhl Municipal
- Burley Municipal
- Caldwell Industrial
- Cascade
- Challis
- Coeur d'Alene Airport
- Council
- Driggs-Reed Memorial
- Gooding Municipal
- Grangeville - Idaho County
- Jerome County
- Kellogg - Shoshone County
- McCall
- Mountain Home Municipal
- Nampa Municipal
- Orofino Municipal
- Preston
- Priest River Municipal
- Rexburg-Madison County
- Salmon – Lemhi County
- Sandpoint
- St Maries Municipal
- Weiser Municipal

**NON-NPIAS AIRPORTS 20 Airports**
- American Falls
- Cottonwood *
- Craigmont Municipal*
- Downey-Hyde Memorial *
- Emmett Municipal *
- Glens Ferry *
- Hazleton *
- Homedale Municipal
- Mackay *
- Malad City *
- Midvale *
- Mud Lake *
- Murphy *
- Nez Perce Municipal *
- Parma **
- Payette Municipal
- Rigby *
- Rockford *
- Soda Springs-Allen H Tigert *
- St. Anthony – Stanford Field *
EXHIBIT B COST ASSUMPTIONS

1. ITD-AERO will provide the Consultant Team with electronic files of all maps and reports prepared during the previous project and new base maps for new inspection sites.

2. Where available, ITD-AERO and FAA will provide the Consultant Team with electronic copies of the most recent airport layout plans or drawings for each airport. If unavailable in electronic form, ITD-AERO will provide them in hard copy form when available.

3. The Consultant Team will contact individual airports and consultants via telephone and email to gather work history information; however, site visits to each airport for collecting work history information will not be made. A site visit or a virtual visit to both the ITD-AERO offices and the FAA offices will be made as needed during the records review process.

4. For airports included in the previous project only pavement-related work done since the last work history information was compiled will be gathered. It will be assumed everything that is contained in the current PAVER database is correct.

5. ITD-AERO will provide a contact list for the Team to use when notifying the airports of impending inspections. This list will provide a primary and a backup contact name as well as contact information numbers. Consultant to prepare letters for distribution by ITD-AERO for the airports to be inspected in the current year.

6. Statement that all pavements will be inspected during daylight hours to be included in the introductory letter being prepared by Consultant.

7. Statement in the introductory letter being prepared by consultant that, at controlled facilities, the airport will provide an escort for pavement inspections to be included.

8. No shoulders, blast pads, or roads will be inspected.

9. The inspection schedule will be developed to take advantage of geographical clustering taking into consideration ITD-AERO’s request to address priority level airports first.

10. ITD-AERO and FAA will actively participate in defining the maintenance, reconstruction and rehabilitation policies, critical PCI values, and other analysis parameters such as deterioration curves and inflation rate.

11. No more than four sets of maintenance policies and unit costs will be developed.

12. The FAA will provide all PAVER databases that it has or wants incorporated into the State database.

13. All products and reports will be provided electronically and/or printed.

14. ITD-AERO and FAA will develop the priority levels of the pavement sections at each individual airport.

15. ITD-AERO and FAA will develop the priority levels of each airport within the airport system. This shall be done manually outside of the PAVER program.

16. The Consultant Team will clearly distinguish the eligible work items between NPIAS airports and non-NPIAS airports. The NPIAS airports will get a PCI survey, survey report, and pavement capital improvement program. Non-NPIAS airports will only get a PCI survey and survey report.

END – SCOPE OF WORK