

MOJAVE AIR AND SPACE PORT

NOTICE OF A REGULAR MEETING OF THE BOARD OF DIRECTORS

Date: August 21, 2018

Time: 2:00 p.m.

**Location: Board Room
1434 Flightline, Mojave, California**

AGENDA

1. Call to Order

- A. Pledge of Allegiance
- B. Roll Call
- C. Approval of Agenda

2. Community Announcements

Members of the audience may make announcements regarding community events.

3. Consent Agenda

All items on the consent agenda are considered routine and non-controversial, and will be approved by one motion unless a member of the Board, staff, or public requests to move an item to Action Items.

- A. Minutes of the Regular Board Meeting on August 7, 2018

4. Action Items

- A. Scaled Composites Bldg. 17 Lease
- B. Purchase of 2019 Ford F-250
- C. FAA Grant Offer 03-06-0154-030-2018 Taxiway B Extension
- D. Resolution Authorizing the Submittal of an Application, Acceptance of an Allocation of Funds and Execution of a Grant Agreement with the California Dept. of Transportation, for an Airport Improvement Program (AIP) Matching Grant
- E. Award of Contract for Taxiway B Project
- F. Wildlife Hazard Assessment/Management Plan
- G. Storage Unit Rate Restructure Proposal

5. Reports

A. CEO/GM Report

- Operations Policy

B. Board Committees

C. Board of Directors: This portion of the meeting is reserved for board members to comment on items not on the agenda

6. Public Comment on Items Not on the Agenda

Members of the public may make comments to the Board on items not on the agenda.

7. Closed Session

A. Existing Litigation (Govt Code 54956.9): *MASP v. Keller*

B. Potential Litigation (Govt Code 54956.9): one case

C. Personnel Review: CEO

D. Real Property Negotiations (Govt Code 54956.8)

1. Property: Hangar 973

Parties: MASP, Steven Ericson

Negotiator: CEO, General Counsel

Terms: Lease Sale Negotiation

8. Closed Session Report

Adjournment

This Agenda was posted on August 17, 2018 by Jason.

ADA Notice: Persons desiring disability-related accommodations should contact the District no later than forty-eight hours prior to the meeting. Persons needing an alternative format of the agenda because of a disability should notify the District no later than seventy-two hours prior to the meeting. All inquiries/requests can be made by phone at (661) 824-2433, in person at 1434 Flightline, Mojave, CA, or via email to carrie@mojaveairport.com.

Copy of Records: Copies of public records related to open session items are available at the administrative office of the District at 1434 Flightline, Mojave, CA.

Public Comments: Members of the public may comment on items on the agenda before the Board takes action on that item, or for closed session items, before the Board goes into closed session. Comments on items not on the agenda, and over which the Board has jurisdiction, may be made under "Public Comments on Items not on the Agenda," but the Board may not take action on any issues raised during this time. All comments by members of the public are limited to three minutes.

MISSION STATEMENT

FOSTER AND MAINTAIN OUR RECOGNIZED AEROSPACE PRESENCE WITH A PRINCIPLE FOCUS AS THE WORLD'S PREMIER CIVILIAN AEROSPACE TEST CENTER WHILE SEEKING COMPATIBLY DIVERSE BUSINESS AND INDUSTRY

BOARD OF DIRECTORS

MINUTES OF THE REGULAR MEETING ON AUGUST 7, 2018

1. CALL TO ORDER

The meeting was called to order on Tuesday, August 7, 2018, at 2:00 p.m. by President Evans in the Board Room at Mojave Air and Space Port, Mojave, California.

A. Pledge of Allegiance: Director Balentine led those assembled in the Pledge of Allegiance.

B. Roll Call:

Directors present: Balentine, Deaver, Parker, and Evans

Directors absent: Allred

Others present: CEO Drees, DOA Rawlings, and District Counsel Navé (phone)

C. Approval of Agenda: Upon motion by Director Deaver, seconded by Director Parker, the Board voted unanimously to approve the agenda as presented.

2. COMMUNITY ANNOUNCEMENTS

Cathy Hansen discussed Plane Crazy Saturday.

3. CONSENT AGENDA

Upon motion by Director Balentine, seconded by Director Deaver, the following Consent Agenda was unanimously approved.

A. Minutes of the Regular Board Meeting on July 17, 2018

B. Check Register Dated August 3, 2018

4. ACTION ITEMS

A. Resolution Approving Disposal of Surplus Property

CEO Drees presented the resolution for the disposal of certain specified property. Upon motion by Director Balentine, seconded by Director Deaver, the Board voted unanimously to approve the resolution.

5. REPORTS

A. Financial Report

DOA Rawlings presented the June 2018 financial report.

B. CEO/GM Report

CEO Drees presented the CEO report, and discussed the Virgin Galactic flight and draft social media policy.

C. Board Committees

There were no committee reports.

D. Board of Directors

There were no director comments.

6. PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

Kane Wickham commented on Measure C.

7. CLOSED SESSION

A. Existing Litigation: *MASP v. Keller; MASP v. REM Industries*

B. Potential Litigation: One case

C. Real Property Negotiations: Paxton – Boneyard; UPS – Bldg 142; Progress Rail – Bldg 153

8. CLOSED SESSION REPORT

In closed session: there was no report on existing litigation; Counsel updated the Board on one case of potential litigation; and the Board discussed real property negotiations for the Boneyard, building 142, and building 153. No other items were discussed.

ADJOURNMENT

There being no further business to come before the Board, the chair adjourned the meeting at 2:45 p.m.

David Evans, President

ATTEST

Jimmy R. Balentine, Secretary

The logo for Mojave Air and Space Port features the word "MOJAVE" in a bold, sans-serif font. The letter "O" is replaced by a stylized orange triangle pointing upwards. Below "MOJAVE" is the text "AIR AND SPACE PORT" in a smaller, bold, sans-serif font.

MOJAVE
AIR AND SPACE PORT

STAFF MEMORANDUM

TO: Board of Directors
FROM: Lynn Johansen
SUBJECT: Scaled Composites, Bldg. 17 - Lease
MEETING DATE: August 21, 2018

Background:

Scaled Composites is requesting a long term lease with the District.
Terms requested: 5 year lease with (1) Five year renewal options.

Impacts:

Fiscal: \$2,678.45 additional revenue per month, Annual \$32,141.40
Environmental: CEQA Exemption, 14 CCR 15301
Legal: N/A

Recommended Action:

Staff recommends approval for the requested new terms, and authorization for CEO to finalize negotiations and execute the lease, subject to legal approval.

BASIC LEASE FOR BUILDING 17

Mojave Air and Space Port ("Landlord") and Scaled Composites, a Delaware Limited Liability Company ("Tenant") enter into this agreement for Basic Lease for Building 17, effective on the date of last signature below (the "Effective Date"), pursuant to the terms and conditions herein and in the Master Lease Agreement dated, April 1, 2013, incorporated herein by reference.

1.1 Premises: Building 17, comprised of approximately 6,400 square feet of building and 17,538 square feet of land, as more specifically described on Exhibit A, Site Plan, attached hereto. Tenant acknowledges that, prior to execution of this Basic Lease, Tenant has had the opportunity to inspect the Premises and, by its execution of this Lease, Tenant hereby accepts the Premises in an 'as-is' condition.

1.2 Rental Commencement Date: August 21, 2018

1.3 Lease term:

1.3.1 Basic Term: Five (5) years, computed from the Rental Commencement Date.

1.3.2 Renewal Term(s): One (1) Renewal Term, of Five (5) years, exercisable pursuant to Section 1.3.3.

1.3.3 Option to renew. Tenant is hereby granted the option to extend the term of this Basic Lease for the Renewal Terms described in Section 1.3.2 by giving notice of exercise of the option ("Option Notice") to Landlord at least 60 days, but not more than 180 days, before the expiration of the Basic Term, or the then current Renewal Term, as the case may be; provided, however, that if Tenant is in default on the date of giving any such Option Notice or if Tenant has assigned or sublet the Premises, the Option Notice shall be totally ineffective, and provided further, that if Tenant is in default on any payments due under the Basic Lease on the day that the Renewal Term would otherwise commence, such Renewal Term at the election of Landlord shall not commence and this Lease shall expire at the end of the Basic Term, or at the end of the then current Renewal Term, as the case may be. Tenant shall have no other right to extend the term beyond the specific number of Renewal Terms described in Section 1.3.2. During the Renewal Term(s), all of the terms and provisions contained herein shall apply.

1.4 Rent:

1.4.1 Basic Term: Tenant shall pay monthly installments of \$2,678.45. The Rent shall be adjusted in accordance with Section 3.2 of the Master Lease. Tenant shall pay a charge for security patrol and monitoring in the amount of 5% of the amount of such monthly rent payment.

1.4.2 Renewal Term: Annual Rent during a Renewal Term shall be adjusted pursuant to Section 3.2 of the Master Lease.

1.5 Use of Premises: The Premises shall be occupied and used by Tenant for the sole purpose of aircraft testing manufacturing, and/or storage, and for no other use or purpose.

1.6 Tenant's Work: Deleted

1.7 Landlord Notice Address:
Mojave Air & Space Port
1434 Flight Line
Mojave, CA 93501
Attn: Contracts Manager

MOJAVE
AIR AND SPACE PORT
STAFF MEMORANDUM

TO: Board of Directors
FROM: Floyd VanWey, Facilities Manager
SUBJECT: New Vehicle Purchase
MEETING DATE: August 21, 2018

Background:

Staff is presenting the attached new vehicle buyer's order for approval and purchase of one Ford F250 for use by the Facilities Maintenance Department.

Impacts:

Fiscal: \$31,468.51 Budgeted dollars.

Environmental: N/A

Legal: N/A

Recommended Action:

Approve the buyer's order for purchase of the Ford F250 and authorize the CEO to finalize the purchase agreement, issue payment and sign the check.



Kieffe and Son's Ford

16400 SIERRA HWY
MOJAVE, CA 93501
www.kieffeandsonsford.com

Office 661-822-5543
Fax 661-824-1526

Prepared by **Bill Willingham, Comm. Sales**
EMAIL; wowillingham46@yahoo.com

CUSTOMER

Mojave Air and Spaceport
1434 Flight Line
Mojave, Ca 93501
661-824-2433

Dun & Bradstreet

#028693182

DATE	8/16/2018
QUOTE #	7570
CUSTOMER ID	QK464
VALID UNTIL	delivery

DESCRIPTION	UNIT PRICE	QTY	TAXED	AMOUNT
2019 Ford F250 Supercab (X2B)	29,243.32	1	x	29,243.32
Documentary Fee	80.00	1	x	80.00
Electronic Transfer Fee	10.50	1		10.50
Tire Fee (5 @ 1.75 each)	8.75	1		8.75
Vehicle Identification Number (VIN) TBD				
	-			-
	-			-
	-			-

TERMS AND CONDITIONS

Customer Acceptance (sign below):

x _____
Print Name:

Subtotal	\$ 29,342.57
Taxable	\$ 29,323.32
Tax rate	7.250%
Tax due	\$ 2,125.94
Other	
TOTAL	\$ 31,468.51

Thank You For Your Business!

MOJAVE
AIR AND SPACE PORT
STAFF MEMORANDUM

TO: Board of Directors
FROM: David Russell, Civil Engineer
SUBJECT: FAA Grant Offer 03-06-0154-030-2018, Taxiway B Extension Project
MEETING DATE: August 21, 2018

Background:

MASP applied for and received a grant offer from FAA for Taxiway B Extension Project.

Impacts:

Fiscal: \$1,364,086.00 from the FAA

Environmental: CAT EX was prepared and approved by the FAA for this project

Legal: None

Recommended Action:

The Board makes the following findings of fact and motion:

The District authorizes CEO to execute the agreement accepting the FAA Grant in the amount of \$1,364,086.00



U.S. Department
of Transportation
Federal Aviation
Administration

GRANT AGREEMENT

PART I—OFFER

Date of Offer	August 13, 2018
Airport/Planning Area	Mojave Air and Space Port
AIP Grant Number	3-06-0154-030-2018
DUNS Number	071921993
TO:	East Kern Airport District (herein called the "Sponsor")

FROM: **The United States of America**(acting through the Federal Aviation Administration, herein called the "FAA")

WHEREAS, the Sponsor has submitted to the FAA a Project Application dated May 24, 2018, for a grant of Federal funds for a project at or associated with the Mojave Air and Space Port Airport, which is included as part of this Grant Agreement; and

WHEREAS, the FAA has approved a project for the Mojave Air and Space Port Airport (herein called the "Project") consisting of the following:

Extension of Taxiway 'B'.

which is more fully described in the Project Application.

NOW THEREFORE, According to the applicable provisions of the former Federal Aviation Act of 1958, as amended and recodified, 49 U.S.C. § 40101, et seq., and the former Airport and Airway Improvement Act of 1982 (AAIA), as amended and recodified, 49 U.S.C. § 47101, et seq., (herein the AAIA grant statute is referred to as "the Act"), the representations contained in the Project Application, and in consideration of (a) the Sponsor's adoption and ratification of the Grant Assurances dated March 2014, and the Sponsor's acceptance of this Offer; and, (b) the benefits to accrue to the United States and the public from the accomplishment of the Project and compliance with the Grant Assurances and conditions as herein provided.

THE FEDERAL AVIATION ADMINISTRATION, FOR AND ON BEHALF OF THE UNITED STATES, HEREBY OFFERS AND AGREES to pay ninety (90) percent of the allowable costs incurred accomplishing the Project as the United States share of the Project.

This Offer is made on and **SUBJECT TO THE FOLLOWING TERMS AND CONDITIONS:**

CONDITIONS

- 1. Maximum Obligation.** The maximum obligation of the United States payable under this Offer is **\$1,364,086.00.**

The following amounts represent a breakdown of the maximum obligation for the purpose of establishing

MOJAVE
AIR AND SPACE PORT
STAFF MEMORANDUM

TO: Board of Directors
FROM: David Russell, Civil Engineer
SUBJECT: AIP Grant 03-06-0154-030-2018, Taxiway B Extension Project
MEETING DATE: August 21, 2018

Background:

MASP applied for, received and accepted a grant offer from FAA for Taxiway B Extension Project. California Department of Transportation provides up to 5% of the FAA grant matching money.

California Department of Transportation may place a cap on matching funds at \$25,000.

Impacts:

Fiscal: Up to \$68,204.00 from the State for matching.

Environmental: None

Legal: None

Recommended Action:

The Board makes the following findings of fact and motion:

1. The District authorizes filing an application for a state AIP Matching grant for this project.
2. The District authorizes accepting the allocation of state AIP Matching funds for the project.
3. The District authorizes execution of an AIP Matching Grant Agreement for this project.



U.S. Department
of Transportation
**Federal Aviation
Administration**

Airports Division
Western-Pacific Region
California

FAA LAX ADO
777 S. Aviation Boulevard
Suite 150
El Segundo, CA 90245

August 13, 2018

Ms. Karina Drees
General Manager
East Kern Airport District
1434 Flightline
Mojave, CA 93501

Dear Ms. Drees:

We are enclosing the original and two copies of the Grant Offer for Airport Improvement Program (AIP) Project No. 3-06-0154-030-2018 at Mojave Air and Space Port in Mojave, California. This letter outlines expectations for success. Please read the conditions and assurances carefully.

To properly enter into this agreement, you must do the following:

- a. The governing body must provide authority to execute the grant to the individual signing the grant; i.e. the sponsor's authorized representative.
- b. The sponsor's authorized representative must execute the grant, followed by the attorney's certification, no later than **August 30, 2018**, in order for the grant to be valid.
 - The date of the attorney's signature must be on or after the date of the sponsor's authorized representative's signature.
 - All signatures must be made with blue or black ink; Signature stamps will not be accepted.
- c. You may not make any modification to the text, terms or conditions of the grant offer.
- d. After you properly execute the grant agreement:
 - Return one executed original Grant Agreement to our office via US mail or commercial courier.
 - Retain one copy of the executed Grant Agreement for your records.
 - Forward one copy of the executed Grant Agreement to your associated State Aviation Official
- e. Because time is now critical for entering the executed grant into the FAA system, we request you send a copy of the signed agreement to our office by facsimile or email (pdf document) prior to sending the hardcopy document through U.S. mail or commercial courier.

Subject to the requirements in 2 CFR §200.305, each payment request for reimbursement under this grant must be made electronically via the Delphi eInvoicing System. Please see the attached Grant Agreement for more information regarding the use of this System.

The terms and conditions of this agreement require you to complete the project without undue delay. We will be monitoring your progress to ensure proper stewardship of these Federal funds. **We expect you to submit payment requests for reimbursement of allowable incurred project expenses**

consistent with project progress. Should you fail to make draws on a regular basis, your grant may be placed in "inactive" status, which will affect your ability to receive future grant offers.

Until the grant is completed and closed, you are responsible for submitting formal reports as follows:

- A signed/dated SF-271 or equivalent (construction projects) and SF-425 annually, due 90 days after the end of each federal fiscal year in which this grant is open (due December 31 of each year this grant is open); and
- Performance Reports, which are due within 30 days of the end of a reporting period as follows:

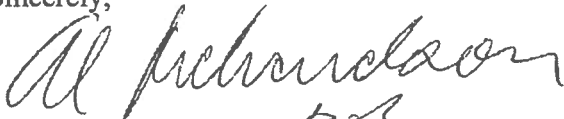
1. Construction project: Submit FAA form 5370-1, Construction Progress and Inspection Report at the end of each fiscal quarter.

As a condition of receiving Federal assistance under this award, you must comply with audit requirements as established under 2 CFR part 200. Subpart F requires non-Federal entities that expend \$750,000 or more in Federal awards to conduct a single or program specific audit for that year. Note that this includes Federal expenditures made under other Federal-assistance programs. Please take appropriate and necessary action to assure your organization will comply with applicable audit requirements and standards.

Once the project is completed and all costs are determined, we ask that you close the project without delay and submit the necessary final closeout documentation as required by your Region/Airports District Office.

Manson Wong, (424) 405-7280, is the assigned program manager for this grant and is readily available to assist you and your designated representative with the requirements stated herein. We sincerely value your cooperation in these efforts and look forward to working with you to complete this important project.

Sincerely,



David F. Cushing
Manager
Los Angeles Airports District Office

RESOLUTION NO.

**A RESOLUTION OF THE BOARD OF DIRECTORS OF
MOJAVE AIR AND SPACE PORT AUTHORIZING THE SUBMITTAL
OF AN APPLICATION, ACCEPTANCE OF AN ALLOCATION OF FUNDS AND
EXECUTION OF A GRANT AGREEMENT WITH THE
CALIFORNIA DEPARTMENT OF TRANSPORTATION,
FOR AN AIRPORT IMPROVEMENT PROGRAM ("AIP")
MATCHING GRANT**

WHEREAS, the Mojave Air and Space Port and the Federal Aviation Administration are parties to federal Airport Improvement Program ("AIP") grant 03-06-0154-030-2018 for a **Taxiway B Extension Project** at the Mojave Air and Space Port; and

WHEREAS, the California Department of Transportation, pursuant to the Public Utilities Code section 21683.1, provides grants of up to 5% of Federal Aviation Administration grants to airports; and

WHEREAS, the California Department of Transportation requires the Board of Directors to adopt a resolution authorizing the submission of an application for an AIP Matching grant;

NOW, THEREFORE BE IT RESOLVED that the Board of Directors of Mojave Air and Space Port:

1. Authorizes filing an application for a state AIP Matching grant for this project.
2. Authorizes accepting the allocation of state AIP Matching funds for the project.
3. Authorizes execution of an AIP Matching Grant Agreement for this project; and

BE IT FURTHER RESOLVED, that the Board of Directors of Mojave Air and Space Port does hereby authorize Karina Drees, Chief Executive Officer, to sign any documents required to apply for and accept these subject funds on behalf of Mojave Air and Space Port.

I hereby certify the foregoing resolution was introduced and read at the regular meeting of the Board of Directors of Mojave Air and Space Port on the 21st day of August, 2018 and the resolution was duly adopted at said meeting by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

President

ATTEST:

Secretary
(SEAL)

MOJAVE
AIR AND SPACE PORT
STAFF MEMORANDUM

TO: Board of Directors
FROM: Karina Drees
SUBJECT: Contract Award for Twy B
MEETING DATE: August 21, 2018

Background:

Staff collected bids from several firms for the Taxiway B project including lighting, painting and construction of Taxiway B. We have been awarded \$1,364,086 to complete the base bid of the project. The Board must award three contracts to the winning bidders. Attached are three tables for lighting, and painting and construction.

Instructions to all bidders specified the contracts would be awarded based on the total project, rather than the base/alt#1/alt#2 specifications. The lighting, painting and construction bid amounts are attached and the highlighted contractors are staff's recommendations for award.

The low bidder on the construction bid was Griffith Company. However, the FAA requires contractors to meet the Disadvantaged Business Enterprise (DBE) requirements of at least 10% of the contract value. Granite Construction met the DBE requirement and was the second lowest bidder of the total project. Staff recommends awarding the contract to Granite Construction since all requirements have been met.

Impacts:

Fiscal: Up to \$151,565 budget dollars
Environmental: CAT EX approved by the FAA
Legal: None

Recommended Action:

Award contracts to:

R.B. Development	\$53,263	Base Bid Lighting
Aviation Striping	\$19,085	Base Bid Painting
Granite Construction	\$1,099,135	Base Bid Construction

MOJAVE AIR and SPACE PORT

Taxiway B Extension

ELECTRICAL BIDDING CONTRACTOR			R.B. Development		KOBO Utility Construction Corp.		A-C Electric Company	
Bid Item	Description	Approximate Quantity	Price Bid	Total	Price Bid	Total	Price Bid	Total
PROJECT BASE BID								
1	Mobilize / Demobilize	Lump Sum	\$ 6,900	\$ 6,900	\$14,450	\$14,450	\$12,000	\$12,000
2	Temporary Bypass Connections	Lump Sum	\$ 3,000	\$ 3,000	\$ 2,000	\$ 2,000	\$ 3,000	\$ 3,000
3	New Direct Buried 2" PVC Conduit	1,870 L.F.	\$ 4	\$ 7,480	\$ 12	\$22,440	\$ 14	\$26,180
4	Slurry Backfill under Structural Pavement	153 C.F.	\$ 5	\$ 765	\$ 16	\$ 2,448	\$ 10	\$ 1,530
5	New Elevated LED Runway Lights	12 EA.	\$ 600	\$ 7,200	\$ 1,080	\$12,960	\$ 1,825	\$21,900
6	New Twy Hold-Bar Sign, 3 Panel	3 EA.	\$ 8,000	\$ 24,000	\$ 4,800	\$14,400	\$ 8,500	\$25,500
7	New #8 AWG 5KV Cable	1,618 L.F.	\$ 1	\$ 1,618	\$ 2	\$ 3,964	\$ 2	\$ 3,236
8	New Primary Connectors Kits	6 EA.	\$ 50	\$ 300	\$ 90	\$ 540	\$ 150	\$ 900
9	Test New Lighting Circuits	Lump Sum	\$ 2,000	\$ 2,000	\$ 900	\$ 900	\$ 2,000	\$ 2,000
BASE BID TOTAL			\$ 53,263		\$74,102		\$96,246	

PAINTING BIDDING CONTRACTOR			AVIATION STRIPING	
Bid Item	Description	Approximate Quantity	Price Bid	Total
PROJECT BASE BID				
1	Mobilize / Demobilize	Lump Sum	\$ 12,000	\$ 12,000
2	6" wide Taxiway Striping	2,045 S.F.	\$ 3	\$ 5,113
3	Type I Glass Beads	122 lbs.	\$ 1	\$ 122
4	Raised Caltrans Style Reflectors	Lump Sum	\$ 1,850	\$ 1,850
BASE BID TOTAL			\$ 19,085	

BIDDING CONTRACTOR			Griffith Company		Granite Construction		Sully-Miller		Bowman Asphalt		Miller Equipment	
Bid Item	Description	Approximate Quantity	Price Bid	Total	Price Bid	Total	Price Bid	Total	Price Bid	Total	Price Bid	Total
PROJECT BASE BID												
1	Mobilize / Demobilize	Lump Sum	\$166,085	\$ 166,085	\$220,000	\$ 220,000	\$185,000	\$ 185,000	\$255,125	\$ 255,125	\$100,000	\$ 100,000
2	Remove ex. AC Pavement	114 S.Y.	\$ 48	\$ 5,472	\$ 14	\$ 1,596	\$ 18	\$ 2,052	\$ 75	\$ 8,550	\$ 44	\$ 5,016
4	Clearing and Grubbing	14,230 S.Y.	\$ 1	\$ 8,538	\$ 2	\$ 28,460	\$ 1	\$ 14,230	\$ 2	\$ 21,345	\$ 0	\$ 3,558
5	Earthwork	5,652 C.Y.	\$ 8	\$ 45,216	\$ 14	\$ 79,128	\$ 9	\$ 50,868	\$ 9	\$ 50,868	\$ 7	\$ 40,694
6	Subgrade Prep for Lime Treat	8,171 S.Y.	\$ 3	\$ 24,513	\$ 4	\$ 32,684	\$ 2	\$ 16,342	\$ 3	\$ 24,513	\$ 3	\$ 26,964
7	Subgrade Prep for Shoulder Pavement	4,354 S.Y.	\$ 4	\$ 15,239	\$ 4	\$ 17,416	\$ 2	\$ 8,708	\$ 3	\$ 13,062	\$ 3	\$ 14,368
8	Soil Sterilization	4,354 S.Y.	\$ 1	\$ 5,225	\$ 1	\$ 4,354	\$ 1	\$ 4,354	\$ 0	\$ 1,742	\$ 1	\$ 2,395
9	Prime Coat	1,088 gal.	\$ 3	\$ 3,264	\$ 2	\$ 2,176	\$ 5	\$ 5,440	\$ 6	\$ 6,528	\$ 13	\$ 13,926
10	Lime Treatment	8,171 S.Y.	\$ 15	\$ 122,565	\$ 16	\$ 130,736	\$ 12	\$ 98,052	\$ 12	\$ 98,052	\$ 6	\$ 45,349
11	Lime for treatment	265 Tons	\$ 330	\$ 87,450	\$ 280	\$ 74,200	\$ 331	\$ 87,715	\$ 263	\$ 69,695	\$ 355	\$ 94,075
12	10" thk. Crushed Aggregate Base	1,608 C.Y.	\$ 77	\$ 123,816	\$ 80	\$ 128,640	\$ 78	\$ 125,424	\$ 84	\$ 135,072	\$ 84	\$ 135,072
13	6" thk Bituminous Concrete Pavement	2,019 Tons	\$ 140	\$ 282,660	\$ 149	\$ 300,831	\$ 116	\$ 234,204	\$ 140	\$ 282,660	\$ 137	\$ 276,603
14	2" thk Bituminous Concrete Pavement	516 Tons	\$ 140	\$ 72,240	\$ 149	\$ 76,884	\$ 116	\$ 59,856	\$ 140	\$ 72,240	\$ 137	\$ 70,692
15	Fog Seal	1,015 gal.	\$ 3	\$ 3,045	\$ 2	\$ 2,030	\$ 6	\$ 6,090	\$ 5	\$ 5,075	\$ 13	\$ 12,992
BASE BID TOTAL			\$ 965,327		\$1,099,135		\$ 898,335		\$1,044,527		\$ 841,705	
ADDITIVE ALTERNATE #1												
4	Clearing and Grubbing	3,270 S.Y.	\$ 1	\$ 1,962	\$ 1	\$ 3,270	\$ 1	\$ 3,270	\$ 3	\$ 8,175	\$ 0	\$ 981
5	Earthwork	1,298 C.Y.	\$ 5	\$ 6,750	\$ 5	\$ 6,490	\$ 9	\$ 11,682	\$ 24	\$ 31,152	\$ 6	\$ 8,113
6	Subgrade Prep for Lime Treat	2,063 S.Y.	\$ 2	\$ 4,126	\$ 3	\$ 5,673	\$ 2	\$ 4,126	\$ 3	\$ 5,158	\$ 3	\$ 6,808
7	Subgrade Prep for Shoulder Pavement	1,305 S.Y.	\$ 3	\$ 3,263	\$ 3	\$ 3,589	\$ 2	\$ 2,610	\$ 3	\$ 3,263	\$ 3	\$ 4,307
8	Soil Sterilization	1,305 S.Y.	\$ 1	\$ 1,305	\$ 1	\$ 1,305	\$ 1	\$ 1,305	\$ 0	\$ 522	\$ 1	\$ 718
9	Prime Coat	327 gal.	\$ 2	\$ 654	\$ 2	\$ 654	\$ 5	\$ 1,635	\$ 6	\$ 1,962	\$ 13	\$ 4,186
10	Lime Treatment	2,063 S.Y.	\$ 12	\$ 24,756	\$ 13	\$ 26,819	\$ 17	\$ 35,071	\$ 18	\$ 37,134	\$ 11	\$ 22,693
11	Lime for treatment	67 Tons	\$ 300	\$ 20,100	\$ 280	\$ 18,760	\$ 331	\$ 22,177	\$ 276	\$ 18,492	\$ 355	\$ 23,785
12	10" thk. Crushed Aggregate Base	498 C.Y.	\$ 70	\$ 34,860	\$ 60	\$ 29,880	\$ 78	\$ 38,844	\$ 80	\$ 39,840	\$ 121	\$ 60,258
13	6" thk Bituminous Concrete Pavement	625 Tons	\$ 100	\$ 62,500	\$ 105	\$ 65,625	\$ 116	\$ 72,500	\$ 100	\$ 62,500	\$ 162	\$ 101,250
14	2" thk Bituminous Concrete Pavement	155 Tons	\$ 100	\$ 15,500	\$ 105	\$ 16,275	\$ 116	\$ 17,980	\$ 100	\$ 15,500	\$ 162	\$ 25,110
15	Fog Seal	308 gal.	\$ 2	\$ 616	\$ 2	\$ 616	\$ 6	\$ 1,848	\$ 5	\$ 1,540	\$ 13	\$ 3,942
16	Remove ex. Concrete Thrust Block	Lump Sum	\$ 2,000	\$ 2,000	\$ 4,200	\$ 4,200	\$ 3,600	\$ 3,600	\$ 6,000	\$ 6,000	\$ 918	\$ 918
17	Concrete Thrust Blocks	6 C.Y.	\$ 135	\$ 810	\$ 1,000	\$ 6,000	\$ 800	\$ 4,800	\$ 500	\$ 3,000	\$ 7,960	\$ 47,760
18	Field Connection to ex. 20" Water Main	Lump Sum	\$ 7,000	\$ 7,000	\$ 1,200	\$ 1,200	\$ 7,600	\$ 7,600	\$ 6,500	\$ 6,500	\$ 9,730	\$ 9,730
19	Temporary Drainage Channel	Lump Sum	\$ 6,000	\$ 6,000	\$ 3,400	\$ 3,400	\$ 12,000	\$ 12,000	\$ 5,000	\$ 5,000	\$ 6,570	\$ 6,570
20	20" dia. Water Pipeline	1,442 L.F.	\$ 92	\$ 132,664	\$ 90	\$ 129,780	\$ 130	\$ 187,460	\$ 96	\$ 138,432	\$ 141	\$ 203,322
21	16" dia. Water Pipeline	157 L.F.	\$ 84	\$ 13,188	\$ 80	\$ 12,560	\$ 136	\$ 21,352	\$ 76	\$ 11,932	\$ 119	\$ 18,683
22	Sheeting, Shoring, Bracing	1,600 L.F.	\$ 2	\$ 3,200	\$ 4	\$ 5,600	\$ 6	\$ 9,600	\$ 2	\$ 3,200	\$ 6	\$ 9,760
23	2" Sch 40 Conduit for Fire Alarm	1,600 L.F.	\$ 13	\$ 20,800	\$ 4	\$ 6,400	\$ 11	\$ 17,600	\$ 18	\$ 28,800	\$ 24	\$ 38,400
24	20" Butterfly Valve	3 ea.	\$ 8,000	\$ 24,000	\$ 8,200	\$ 24,600	\$ 10,300	\$ 30,900	\$ 10,500	\$ 31,500	\$ 10,960	\$ 32,880
25	20" Ductile Iron Tee	3 ea.	\$ 4,200	\$ 12,600	\$ 3,000	\$ 9,000	\$ 10,500	\$ 31,500	\$ 15,100	\$ 45,300	\$ 6,000	\$ 18,000
26	16"x16"x10" Ductile Iron Tee	1 ea.	\$ 3,600	\$ 3,600	\$ 2,500	\$ 2,500	\$ 6,500	\$ 6,500	\$ 9,300	\$ 9,300	\$ 9,000	\$ 9,000
27	16"x16"x6" Ductile Iron Tee	1 ea.	\$ 3,400	\$ 3,400	\$ 2,500	\$ 2,500	\$ 5,000	\$ 5,000	\$ 6,900	\$ 6,900	\$ 6,000	\$ 6,000
28	20" Blind Flange	3 ea.	\$ 2,900	\$ 8,700	\$ 2,000	\$ 6,000	\$ 2,600	\$ 7,800	\$ 1,450	\$ 4,350	\$ 2,270	\$ 6,810
29	16" Blind Flange	2 ea.	\$ 3,400	\$ 6,800	\$ 2,000	\$ 4,000	\$ 1,800	\$ 3,600	\$ 1,070	\$ 2,140	\$ 1,840	\$ 3,680
30	20"x16" Reducer	1 ea.	\$ 3,200	\$ 3,200	\$ 1,900	\$ 1,900	\$ 7,400	\$ 7,400	\$ 6,600	\$ 6,600	\$ 5,450	\$ 5,450
31	10"x6" Reducer	1 ea.	\$ 2,600	\$ 2,600	\$ 1,900	\$ 1,900	\$ 800	\$ 800	\$ 1,750	\$ 1,750	\$ 1,470	\$ 1,470
32	16" Ductile Iron Tee	1 ea.	\$ 4,200	\$ 4,200	\$ 2,500	\$ 2,500	\$ 6,900	\$ 6,900	\$ 12,300	\$ 12,300	\$ 4,840	\$ 4,840
33	6" Fire Hydrant Assembly	1 ea.	\$ 4,600	\$ 4,600	\$ 18,000	\$ 18,000	\$ 12,000	\$ 12,000	\$ 9,800	\$ 9,800	\$ 19,900	\$ 19,900
34	Miscellaneous Fittings	Lump Sum	\$ 600	\$ 600	\$ 6,500	\$ 6,500	\$ 14,000	\$ 14,000	\$ 18,000	\$ 18,000	\$ 7,960	\$ 7,960
35	Relocate and Re-install Air Relief Valve	Lump Sum	\$ 5,200	\$ 5,200	\$ 8,300	\$ 8,300	\$ 11,000	\$ 11,000	\$ 4,000	\$ 4,000	\$ 11,350	\$ 11,350
36	10" Water Line at Tie-in	Lump Sum	\$ 12,000	\$ 12,000	\$ 18,000	\$ 18,000	\$ 15,000	\$ 15,000	\$ 22,100	\$ 22,100	\$ 30,000	\$ 30,000
37	Testing/Disinfect/Flush Pipeline System	Lump Sum	\$ 2,500	\$ 2,500	\$ 10,900	\$ 10,900	\$ 13,400	\$ 13,400	\$ 4,500	\$ 4,500	\$ 16,530	\$ 16,530
38	Electrical Pull Boxes	5 ea.	\$ 2,300	\$ 11,500	\$ 1,000	\$ 5,000	\$ 2,000	\$ 10,000	\$ 800	\$ 4,000	\$ 2,570	\$ 12,850
39	16" Gate Valve	1 ea.	\$ 7,700	\$ 7,700	\$ 7,500	\$ 7,500	\$ 13,000	\$ 13,000	\$ 8,900	\$ 8,900	\$ 15,890	\$ 15,890
ADDITIVE ALTERNATE #1 TOTAL			\$ 475,253		\$ 477,196		\$ 665,860		\$ 619,541		\$ 799,903	
ADDITIVE ALTERNATE #2												
3	Demolition / Disposal of ex. Concrete	Lump Sum	\$ 40,000	\$ 40,000	\$ 32,000	\$ 32,000	\$ 56,000	\$ 56,000	\$ 50,000	\$ 50,000	\$ 48,360	\$ 48,360
4	Clearing and Grubbing	17,500 S.Y.	\$ 1	\$ 10,500	\$ 0	\$ 3,500	\$ 1	\$ 17,500	\$ 1	\$ 11,375	\$ 0	\$ 2,625
5	Earthwork	6,950 C.Y.	\$ 5	\$ 34,750	\$ 5	\$ 34,750	\$ 9	\$ 62,550	\$ 6	\$ 38,225	\$ 7	\$ 49,345
6	Subgrade Prep for Lime Treat	7,627 S.Y.	\$ 2	\$ 15,254	\$ 3	\$ 19,068	\$ 2	\$ 15,254	\$ 2	\$ 15,254	\$ 3	\$ 25,169
7	Subgrade Prep for Shoulder Pavement	3,849 S.Y.	\$ 3	\$ 9,623	\$ 3	\$ 9,623	\$ 2	\$ 7,698	\$ 2	\$ 7,698	\$ 3	\$ 12,702
8	Soil Sterilization	3,849 S.Y.	\$ 1	\$ 3,849	\$ 1	\$ 1,925	\$ 1	\$ 3,849	\$ 0	\$ 1,540	\$ 1	\$ 2,117
9	Prime Coat	962 gal.	\$ 2	\$ 1,924	\$ 2	\$ 1,924	\$ 5	\$ 4,810	\$ 4	\$ 3,848	\$ 13	\$ 12,314
10	Lime Treatment	7,627 S.Y.	\$ 12	\$ 91,524	\$ 10	\$ 76,270	\$ 13	\$ 99,151	\$ 11	\$ 83,897	\$ 6	\$ 42,330
11	Lime for treatment	248 Tons	\$ 300	\$ 74,400	\$ 270	\$ 66,960	\$ 331	\$ 82,088	\$ 268	\$ 66,464	\$ 355	\$ 88,040
12	10" thk. Crushed Aggregate Base	2,413 C.Y.	\$ 70	\$ 168,910	\$ 50	\$ 120,650	\$ 72	\$ 173,736	\$ 74	\$ 178,562	\$ 84	\$ 202,692
13	6" thk Bituminous Concrete Pavement	3,030 Tons	\$ 100	\$ 303,000	\$ 90	\$ 272,700	\$ 116	\$ 351,480	\$ 117	\$ 354,510	\$ 132	\$ 399,960
14	2" thk Bituminous Concrete Pavement	456 Tons	\$ 100	\$ 45,600	\$ 90	\$ 41,400	\$ 116	\$ 52,896	\$ 165	\$ 75,240	\$ 146	\$ 66,576
15	Fog Seal	1,254 gal.	\$ 2	\$ 2,508	\$ 2	\$ 2,508	\$ 7	\$ 8,778	\$ 4	\$ 5,392	\$ 13	\$ 16,051
ADDITIVE ALTERNATE #2 TOTAL			\$ 801,842		\$ 682,917		\$ 935,790		\$ 892,005		\$ 968,280	
COMPLETE PROJECT BID TOTAL (Base+Alt#1+Alt#2)			\$ 2,242,422		\$ 2,259,248		\$ 2,499,985		\$ 2,556,072		\$ 2,609,888	

MOJAVE
AIR AND SPACE PORT
STAFF MEMORANDUM

TO: Board of Directors
FROM: John Himes, Director of Operations
SUBJECT: Wildlife Hazard Assessment / Management Plan
MEETING DATE: August 21, 2018

Background:

The FAA requires Federal Aviation Regulation (FAR) 139 airport sponsors to maintain a safe operating environment, which includes conducting a Wildlife Hazard Assessment (WHA) and preparing a Wildlife Hazard Management Plan (WHMP). General Aviation (GA) airports are strongly encouraged to conduct a WHA leading to a WHMP.

Recent conversations with the FAA and commercial space clients indicate a WHA/WHMP expectation or eventual requirement for operation of a commercial launch site. Proceeding with a WHA and WHMP is a vital step in ensuring our general aviation and corporate customers operate in the safest environment MASP can provide, ensures voluntary compliance with stricter FAR 139 requirements and enhances employee safety program training and effectiveness. Additionally, bird strikes in recent past have inspired us to take a second look at this assessment.

We received three quotes from FAA acknowledged providers,

- USDA. \$68,000.00 to conduct a WHA. Does not include a WHMP or training
- Loomacres. \$83,120.72. Includes a WHA, WHMP, training
- LSA Associates, Inc. \$129,510.00. Includes a WHA, WHMP, training

Staff believes it is in the best interest of the District to complete the assessment timely. Loomacres has committed to delivering a product within 13 months. USDA is unable to commit to a timeline. Staff recommends we proceed with Loomacres.

Impacts:

Fiscal: \$83,120.72 budgeted dollars

Environmental: None

Legal: None

Recommended Action:

Approve the proposal from Loomacres at \$83,120.72

Mojave Air & Space Port * 1434 Flightline, Mojave, CA 93501 * 661-824-2433

John Himes

From: Odell, Russel W - APHIS <Russel.W.Odell@aphis.usda.gov>
Sent: Monday, April 09, 2018 7:15 AM
To: John Himes
Subject: RE: Wildlife Hazard Management Plan/Assessment (WHMP/WHA)
Attachments: 2018 Airport Wildlife Hazard Management Flyer.pdf; Registration Form - Annual Part 139 Wildlife Training (003).pdf; Port -One-Time Charge.pdf

Hi John,

I was out last week. The \$68,000.00 includes a 12 month survey (twice a month: a morning, midday, afternoon survey and a monthly night survey and offsite surveys determined by the assigned biologist when and where needed). It includes the WHA write-up and follow up to completion, if submitting to FAA. Our personal will be talking with your staff to gain on the ground knowledge and sharing of information but no official training/certificate will be given. We do host, twice a year, reoccurring training in southern California and one in northern California that you and your staff are welcome to attend to recertify your staff per 139.337 regulations. Our next training is scheduled for April 25th in Oakland, CA. I have included the flyer and information if you are interested. If and when you submit the completed WHA to the FAA, they would then need to approve of the WHA and then they would subsequently tell you if you needed to create a WHMP. Not all WHAs lead to the need for a WHMP. That's the FAA's call.

Hope this clears things up.

Russ

Russel W. Odell
Staff Wildlife Biologist
USDA-APHIS-Wildlife Services
3419A Arden Way
Sacramento, CA 95825
Tel: 916-979-2022
Fax: 916-979-2680
Russel.W.Odell@aphis.usda.gov

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From: John Himes [mailto:john@mojaveairport.com]
Sent: Monday, April 02, 2018 6:14 PM
To: Odell, Russel W - APHIS <Russel.W.Odell@aphis.usda.gov>
Subject: RE: Wildlife Hazard Management Plan/Assessment (WHMP/WHA)

Sir,

Sorry to keep bothering you. Does the rough estimate of ~\$68,000 include an assessment, a plan, and training for airport staff?

John

John Himes
Director of Operations
Mojave Air and Space Port
1434 Flightline
Mojave, CA 93501
661.824.2433 Ext 225

Cell 910.808.7800

john@mojaveairport.com

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From: Odell, Russel W - APHIS [<mailto:Russel.W.Odell@aphis.usda.gov>]

Sent: Tuesday, March 27, 2018 8:31 AM

To: Covington, Eric L - APHIS <Eric.L.Covington@aphis.usda.gov>; John Himes <john@mojaveairport.com>

Subject: RE: Wildlife Hazard Management Plan/Assessment (WHMP/WHA)

Thanks Eric.

Hi John,

Let me know when it would be a good time to call so we can talk about assisting you.

Respectfully,

Russ

Russel W. Odell
Staff Wildlife Biologist
USDA-APHIS-Wildlife Services
3419A Arden Way
Sacramento, CA 95825
Tel: 916-979-2022
Fax: 916-979-2680
Russel.W.Odell@aphis.usda.gov

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From: Covington, Eric L - APHIS

Sent: Tuesday, March 27, 2018 8:25 AM

To: 'John Himes' <john@mojaveairport.com>

Cc: Odell, Russel W - APHIS <Russel.W.Odell@aphis.usda.gov>

Subject: RE: Wildlife Hazard Management Plan/Assessment (WHMP/WHA)

John,

Russ Odell is our Staff Biologist who supervises our airport staff and oversees all WHA's. I have included him on this email so you can connect.

Eric Covington
San Luis District Supervisor
USDA Wildlife Services
PO Box 957
Taft, CA 93268
(661)765-2511

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From: John Himes [<mailto:john@mojaveairport.com>]
Sent: Monday, March 26, 2018 3:28 PM
To: Covington, Eric L - APHIS <Eric.L.Covington@aphis.usda.gov>
Subject: Wildlife Hazard Management Plan/Assessment (WHMP/WHA)

Mr. Cobington,

Good afternoon. We are a general aviation airport, not A FAR 139, potentially in need of a WHMP/WHA to support our test and evaluation client base. At this point, we are gathering information but believe we should move quickly in order to serve the needs of our clients. Can you please provide information or a further point of contact to discuss our needs?

Thank you,

John

John Himes
Director of Operations
Mojave Air and Space Port
1434 Flightline
Mojave, CA 93501
661.824.2433 Ext 225
Cell 910.808.7800
john@mojaveairport.com

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"Bringing wildlife management to a higher level"™

*Proposal to Provide
a
Wildlife Hazard Assessment
and
Wildlife Hazard Management Plan
for
Mojave Air and Space Port*

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*- P r o f e s s i o n a l - R e l i a b l e - E t h i c a l -
Offices Nationwide*




Since 2005, Loomacres Wildlife Management's primary mission has been to provide airports and municipalities with the highest quality of wildlife management consulting available and we appreciate the opportunity to do the same for your airfield. Loomacres Inc. was created by Airport Wildlife Biologists and thus focuses solely on Airport Wildlife Management. Loomacres Wildlife Management Inc. guarantees that a qualified airport wildlife biologist who has conducted approved wildlife hazard assessments will be leading all services at all times. Our team has more FAA Qualified Biologists on staff than any other team in the country thus we are able to provide all services in house and at a lower cost than our competitors. Our biologists are able to immediately react to any unforeseen wildlife hazards with success. We understand the needs of airport managers to provide a safe environment for the operation of aircraft as well as understand the requirements that animals need. Often these problems collide creating an unsafe environment for people and wildlife. Our employees utilize their extensive experience and training in order to provide the utmost quality in wildlife management. They use innovative, sound, and ethical practices to help alleviate the risk to human health and safety.

Wildlife species are attracted to an area depending on several circumstances. Some of these include the availability of food, water and cover or more geographically significant features such as large bodies of water, mountain ranges or migratory routes. Each of these factors will have an effect on the type of species, their numbers and the time of year that they occur in your location. Being able to identify these conditions and the species associated with them is just the first step in our multilevel approach to wildlife management. Loomacres takes a multifaceted approach to wildlife management often referred to as Integrated Wildlife Management. Loomacres combines both active and passive management techniques. Through passive and active management, data collection, onsite observations, and other sources of information and with the cooperation of airfield staff; Loomacres will work to mitigate wildlife hazards.

Our company has experience conducting Wildlife Hazard Management Services for airfields, parks, landfills and other urban areas both large and small throughout the US and internationally, thus we are familiar with the wildlife hazards that your airport may face. All of our Wildlife Hazard Management Services have been approved by the FAA thus we can, with confidence, guarantee our work.

Through regular communication, daily, weekly and monthly reports and quarterly meetings with management staff, Loomacres will be able to keep all informed of the success of the project and will be able to address any issues, concerns or updates. Further information regarding our company and our qualifications can be found in the following document. We at Loomacres Wildlife Management thank you for the opportunity to submit our qualifications.

Our Legal name is Loomacres Inc. DBA Loomacres Wildlife Management, headquartered at: 242 Hallenbeck Rd, Cobleskill, NY 12043, Ph:800-243-1462, Fax:518-618-3129. Staff for this project will be based out of our office in Phoenix AZ.

Sincerely,

Cody Baciuska
Airport Wildlife Biologist
Vice-President

" Bringing Wildlife Management To A Higher Level "
Loomacres Wildlife Management • 242 Hallenbeck RD • Cobleskill, NY 12043
Ph: 800-243-1462 • Fax: 518-618-3129 • www.loomacres.com
E-mail:info@loomacres.com



"Bringing wildlife management to a higher level"™

Project Implementation

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- P r o f e s s i o n a l - R e l i a b l e - E t h i c a l -

PRIMARY OBJECTIVES:

Loomacres' staff will conduct a Wildlife Hazard Assessment and develop/update the Wildlife Hazard Management Plan as required by the FAA, Title 14 139.337(b) (1-4), and in accordance to the current version of Advisory Circular 150/5200-33, and all other relevant AC's, Cert-Alerts, Bulletins and Publications. All of the field work (100%) provided as part of this project will be carried out by FAA Qualified Wildlife Biologists. This section describes the specific activities that will be completed for the Wildlife Hazard Assessment assigned to Loomacres. A detailed schedule for individual tasks and deliverables will be discussed in the next section. Many of our surveys and protocols go beyond the minimum requirements for a Wildlife Hazard Assessment. We can adjust the scope as required by the Airport as long as the minimum FAA requirements are met.

PHASE I WILDLIFE HAZARD ASSESSMENT

- I. Avian surveys will be conducted to document the species, number, habitat use and seasonal activity of birds that inhabit the airport. The surveys will be conducted four times monthly, at varying times of day, and will continue for one year. The surveys will be conducted at sites located on and adjacent to the airport property. Site selection will be determined at the start of the project. 8-10 sites will be selected onsite and approximately the same amount will be selected offsite. During the surveys each of the sites will be visited for 3 minutes. The birds that are observed during this time will be documented. The results will be analyzed and included in the final WHA report.
- II. Large mammal/Nocturnal surveys will be conducted 2 times per month. Spotlights/Night vision/Infra-red will be used to document the abundance and distribution of mammals. A vehicle will be used to survey the AOA and surrounding property. The route the vehicle will travel will be determined during the first visit to the airport. The results will be analyzed and included in the final WHA report.
- III. Owl surveys will be conducted 2 times per month. Owl call surveys will be conducted at night at 4 locations on the airfield. Often overlooked, the presence of large owls on the airfield can create a strike hazard during nighttime flight operations. The results will be analyzed and included in the final WHA report.
- IV. Small mammal surveys will be conducted during the spring and fall at the airport to document the small mammal population at the airport. Two, 1000 ft., transects will be set up in varying habitat types within the airport property. Small mammal traps will be placed every ten feet along each of the transects. The transects will be set for a total of three nights. Each day the traps will be checked and the species caught will be recorded. The results will be analyzed and included in the final WHA report.
- V. Vegetation surveys will be conducted to determine the dominant vegetation species on the airport. Vegetation height will be monitored at each survey location on a monthly basis to determine the average grass height for the growing season. Loomacres will also make planting recommendations as needed to ensure that no new attractants are created. The results will be analyzed and included in the final WHA report.
- VI. Motion activated camera surveys will also be conducted throughout entire data collection phase of the wildlife hazard assessment. Cameras will be placed at locations on the airfield that have the potential for wildlife activity. The placement of the cameras will be coordinated with airport management.
- VII. Insect surveys will be conducted to determine their potential to become wildlife attractants at the airport. Surveys will be conducted at 4 sites throughout the airport. Species composition and population index will be determined. The results will be analyzed and included in the final WHA report.
- VIII. Perimeter fence surveys will be conducted during each visit to the airport. If a breach in the fence is discovered, the location and recommendations will be provided to the airport immediately. A summary of the results will be provided in the final WHA report.

- IX. Loomacres Inc. staff will also identify the location of all major wildlife attractants and wildlife hazards at the airports and within 5 miles of the airport. This data and mitigation recommendations for these locations/features will be presented in the final WHA report.
- X. The Wildlife Hazard Assessment will also analyze the history of bird strikes that have occurred at the airport and the circumstances that lead to the initiation of the Wildlife Hazard Assessment.
- XI. The Wildlife Hazard Assessment will describe in detail the wildlife hazards that may pose a risk to air carrier operations
- XII. A review of all wildlife-associated permits will be assessed, and a historical review of their use will be presented in the Wildlife Hazard Assessment.
- XIII. Following the data collection phase of the WHA, Loomacres will use the data collected to establish a hazard ranking and risk assessment for the wildlife observed on the airfield. The information provided will allow the airport to prioritize mitigation efforts and establish key performance indicators to that will aid in future program evaluations.
- XIV. Two months after completing the field work the findings of the surveys, and all above mentioned will be compiled into FAA approved WHA report and will be presented to the airport. The report will also include a description of any potential wildlife hazards observed on and around the airport. In addition, the report will provide recommendations for reducing identified wildlife and their potential for causing wildlife strikes, make recommendations for mitigating the wildlife attractants found on and around the airport, and provide recommendations for updates to the airports wildlife hazard management plan.
- XV. In the event of a wildlife/bird strike, Loomacres Inc. will assist airport personnel with the identification of the animal struck. Loomacres Inc. will also aid in the reporting of the strike.
- XVI. When necessary, Loomacres Inc. can assist with public relations. This includes public out-reach, and media relations. In addition, Loomacres Inc. will assist in acquiring land owner permission in the immediate area surrounding the airport in order to conduct surveys and wildlife conflict resolution.

PHASE II WILDLIFE HAZARD MANAGEMENT PLAN

Upon completion of the Wildlife Hazard Assessment, Loomacres Inc. will update the Wildlife Hazard Management Plan. Loomacres Inc. will update the Wildlife Hazard Management Plan so that it will meet the requirements of FAA, Title 14 Part 139.337 (e) & (f)

- I. Following the completion of the Wildlife Hazard Assessment Loomacres Inc. will update the Wildlife Hazard Management Plan for the airport. The WHMP's will be based on the data gathered during the Wildlife Hazard Assessment.
- II. A Wildlife Hazard Management Plan provides detailed procedures and guidelines for the airport to address wildlife hazards at the airport.
- III. The plan will prioritize the goals of the plan and sets a timeline for the accomplishment of the goals.
- IV. The plan will recognize the people that will carry out the established goals and will take into account any habitat modifications and land use changes.
- V. Loomacres will include all necessary information regarding Local, State and Federal depredation permits.
- VI. The plan will recommend vegetation management taking into account any threatened and endangered species determined to be on the airfield.
- VII. This plan will include methods for regularly updating the existing plan annually or in the event of a new hazard involving wildlife arises.

INSURANCE:

Loomacres carries the sufficient insurance to meet the requirement of the solicitation/contract. Below is an insurance accord documenting our coverages.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
01/22/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Eastern Star Assoc 101 Cayuga Street P.O. Box 480 Fulton NY 13069	CONTACT Loomacres Inc Phone (A/C) Ext: 1319284-8200 FAX (A/C) Ext: 1319284-1183 Address: Loomacres Inc 101 Cayuga Street Fulton NY 13069
INSURED Loomacres Inc PO Box 361 Warrensville NY 12187	INSURER(S) AFFORDING COVERAGE INSURER A: Necthus Insurance Company NAIC # 17370 INSURER B: Great Divide Insurance Co # 5724 INSURER C: Hartford Fire Insurance Co 19682 INSURER D: INSURER E: INSURER F:

COVERAGES: CERTIFICATE NUMBER: 17-18 Member REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

LINE LTR	TYPE OF INSURANCE	ADOL RCHG (RCD) WVD	POLICY NUMBER	POLY EFF (MM/DD/YYYY)	POLY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> ECP 1004 04 10 <input checked="" type="checkbox"/> EIA 2004 09 01 <input type="checkbox"/> BOP <input type="checkbox"/> AGGREGATE LIMIT APPL (S) PBR <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PCT <input type="checkbox"/> LOC <input type="checkbox"/> D-EPL		ECP2016008-12	10/05/2017	10/01/2018	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISE (Ex occurrence) \$ 100,000 MED EXP (Ar) (Ex occurrence) \$ 5,000 PERSONAL AND ADVERTISING \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMMOD AGG \$ 2,000,000 Pollution Liability \$ 1,000,000
B	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED <input type="checkbox"/> AUTOS ONLY <input type="checkbox"/> HIRE <input type="checkbox"/> AUTOS (T-1) <input checked="" type="checkbox"/> BUS/CA <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED <input type="checkbox"/> AUTOS ONLY <input type="checkbox"/> 060213		BAP2019584-11	10/01/2017	10/01/2018	COMBINED SINGLE LIMIT \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per person) \$ PROPERTY DAMAGE (Per accident) \$
A	<input checked="" type="checkbox"/> UNFIRE/LIA LIAB <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$		FFX2016010-12	10/01/2017	10/01/2018	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000
C	<input checked="" type="checkbox"/> EMPLOYERS COMPENSATION AND EMPLOYERS LIABILITY <input type="checkbox"/> PERMITS PARTNERSHIP <input type="checkbox"/> CERTAINORS - INCLUDE <input type="checkbox"/> (Excludes in 10) <input type="checkbox"/> (Excludes in 10) <input type="checkbox"/> (Excludes in 10)	Y N N/A	01WE0G138.3	09/27/2017	09/27/2018	<input checked="" type="checkbox"/> PER \$ 1,000,000 <input type="checkbox"/> DED (P) ALL EACH ACCIDENT \$ 1,000,000 ALL DISEASE - SA EMPLOYE \$ 1,000,000 ALL DISEASE - POLICY LIMIT \$ 1,000,000
A	Professional Liability		ECP2016009-12	10/01/2017	10/01/2018	10,000 ded per claim 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 191, An optional Remarks Schedule, may be attached if more space is required)

Proof only

CERTIFICATE HOLDER

Loomacres Inc
P.O. Box 361
Warrensville NY 12187

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS

AUTHORIZED REPRESENTATIVE
[Signature]

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ACORD 25 (201603)

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Project Organization

- P r o f e s s i o n a l - R e l i a b l e - E t h i c a l -

STAFF STRUCTURE:

Loomacres puts its reputation in the selection and the performance of our employees. Loomacres Wildlife Management currently utilizes the skills of several FAA Qualified Wildlife Biologists. They are supported by a staff of wildlife technicians that have extensive experience working on wildlife mitigation related issues. Our employees work under the direct supervision of the lead Wildlife Biologist and Vice-President of Loomacres Wildlife Management, Mr. Cody Baciуска. Mr. Baciуска has conducted Wildlife Hazard Assessments, developed Wildlife Management Plans, and has conducted numerous wildlife related research studies. Mr. Baciуска has provided wildlife hazard mitigation for some of the largest airports in the United States; including John F. Kennedy International Airport, and LaGuardia International Airport as well as several USAF and ANG installations. Cody has been a licensed wildlife control professional in multiple states for the past ten years.

- Cody Baciуска will be the Project Manager and Senior Airport Biologist, providing oversight and implementation of the Wildlife Hazard Assessment. Cody will provide, project setup, implementation, quality assurance, project organization, direct research, and report preparation.
- Clayton Faidley will act as the Qualified Airport Biologist assisting the project manager, in addition Jesse will conduct field operations, carryout wildlife surveys, assist with report preparation and research.

Our depth of staff allows for alternative Qualified Wildlife Biologists to assist the Qualified Airport Wildlife Biologists assigned to this project in the event of illness or another similar situation. This ensures that your project will be given the upmost attention and that all tasks will be completed on time. Loomacres currently employs 12 FAA Qualified Airport Biologists.

No sub-contractors will be used.

Loomacres Inc. conducts standard background checks prior to hiring new employees. Loomacres Inc. also requires all new employees to perform standard drug tests. Drug test are randomly performed on current employees. All employees of Loomacres Inc., performing under this contract will wear distinctive clothing, and badges bearing Loomacres Inc. name, logo, and the name of the employee. All employees will carry in their possession at all times, positive identification that states their name, the contract number and employer (Loomacres Inc.).

QUALITY CONTROL PLAN:

The purpose of Loomacres Inc.'s Quality Control Plan will be to fulfill the contract requirements properly and with the highest quality of service available. The scope of the quality control plan focuses on areas such as reach ability, communication, services and results. The plan will be in action at the start of the contract and until completion of the contract.

Although the Wildlife Biologists assigned to this project are skilled and experienced in their daily tasks, they will be required to enter all activities into a computer/tablet based activity monitoring program to ensure that all daily tasks are completed. The computer based program has various checkpoints built into the system that will alert the project manager if certain tasks are not completed. Some checkpoints include: if any bird sightings had been documented and if so was the species identified properly; were surveys conducted at all designated locations and were all daily observations recorded. As unforeseen conditions and situations do occur, employees must be able to react at all times and keep record of all activities, solutions and outcomes. If the outcome was not successful, recommendations must be written down which will ensure success in the future. These daily check lists will be reviewed by the contract manager on a weekly basis and retained in the event that the Quality Assurance Personnel request to review the documents.

Randomly and on a monthly basis the Project Manager will conduct unscheduled performance evaluations of the Wildlife Biologists. Areas that will be evaluated include: completion of daily tasks, record keeping, quality of written reports, performance of duties and communication. The results of these evaluations will be made available to the Quality Assurance Personnel during their inspections.

In the event of a poor evaluation, the contract manager will see that appropriate corrective action takes place within 24 hours. In the event of recurring negative evaluations, the contract employee will be reassigned to another project, or terminated. A qualified replacement will be provided.



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Key Personnel

.....

- P r o f e s s i o n a l - R e l i a b l e - E t h i c a l -

STAFF EXPERIENCE, TRAINING, AND QUALIFICATIONS:

Kristin Baciуска, (Co-Founder, President, & Qualified Airport Wildlife Biologist)- Biologist Kristin Baciуска has been with Loomacres since it was established in 2005. Kristin has a diverse background in the biological sciences to include fisheries and wildlife, wetlands and plant science. Kristin has conducted several FAA approved Wildlife Hazard Assessments throughout the US and has conducted numerous airport related research studies. Kristin holds a Master's of Science degree in Biology and has completed a FAA grant funded research project titled "Native and Naturalized Grasses Suitable for use on Airports Managed for Wildlife". Kristin has presented her research and experiences at numerous venues including the USA/Canada Bird Strike Conferences, Wildlife Damage Management Conference, and several AAAE and State Aviation Association Conferences. Kristin's research in the plant sciences has made her a valuable asset to our company in her ability to assess both vegetation and habitat on and around airports. Kristin is confident in her ability to make vegetation management and planting recommendations to airfields across the United States. In addition to her graduate work, Kristin has taken numerous continuing education credits in the wetland sciences at Rutgers University and is a certified wetland delineator as well as a Certified Commercial Pesticide Applicator. Kristin's previous employers include USDA Wildlife Services and several landscape architects. Kristin Baciуска exceeds the requirements outlined in AC No: 150/5200-36A. Please see the Appendix III for further information regarding Mrs. Baciуска's qualifications.

Cody Baciуска, (Co-Founder, Vice President, & Qualified Airport Wildlife Biologist)- Starting in 2003 Mr. Baciуска has conducted Wildlife Hazard Assessments, developed Wildlife Hazard Management Plans, and has conducted numerous airport related research studies. Mr. Baciуска has provided wildlife hazard mitigation for some of the largest airports in the United States; including John F. Kennedy International Airport, Charlotte-Douglas International, Phoenix Sky Harbor Airport, Nashville International Airport and LaGuardia International Airport. In addition to being a FAA qualified Airport Wildlife Biologist; Mr. Baciуска sits on the Birdstrike USA Steering Committee, and is a member of the National Wildlife Control Operators Association, the Wildlife Society and is the current president of the NYS Wildlife Management Association. In addition, Mr. Baciуска is a Certified National Rifle Association firearms instructor. Mr. Baciуска will be the primary Biologist overseeing all services. Mr. Baciуска exceeds the requirements outlined in AC No: 150/5200-36A. Please see the Appendix III for further information regarding Mr. Baciуска's qualifications.

Michael J. Grant (Qualified Airport Wildlife Biologist) Michael Grant earned his Associate's degree in Applied Science at Salt Lake Community College, focusing on Animal and Veterinary Sciences, in 2007. Continuing his education at Utah State University in the College of Natural Resources he earned a Bachelor's degree in Wildlife Science. While attending college Michael assisted in setting up a renewable energy process, using algae, under the direction of the Space Dynamic Lab. Additionally, he was an active member of the USU Wildlife Society, volunteered for the Utah Department of Wildlife Resources using telemetry to track fawns, participating in officer ride alongs, and at deer check stations. Michael participated in Christmas bird counts, volunteered at Utah public gun ranges, and excelled at wildlife law. Michael worked for the USDA Agricultural Research Service, conducting vegetation studies on invasive grasses, effects of herbicides on vegetation, and habitat manipulation. Michael is licensed in pesticide application and experienced with herbicides. Prior to employment with Loomacres, Michael worked as an Environmental Inspector in the energy field. While there he ensured compliance with local, state, and federal laws, conducted nest surveys, utilized avian deterrents, and monitored wildlife on the project. Michael has been a licensed falconer since 2001, and is currently a Master Class falconer, this training has allowed him to utilize raptors for avian abatement, professionally relocate raptors, use mark/recapture tracking methods, volunteer at local schools, and participate in scouting programs. Additionally, as a Master Class falconer, he is able to sponsor others and train them in the art and techniques of this sport. He has varied experience in the mechanical field, which enables him to advise, create, and utilize multiple trapping techniques. These techniques have been utilized, in previous positions, for the trapping of nuisance avian species, rodents, and small mammals. He is the acting BASH Manager and coordinates daily wildlife surveys and harassment. As part of his daily duties Michael conducts bird strike reporting and specimen transfers to the Smithsonian Feather Identification Lab. Michael has presented briefs on his activities, recommendations, and advise upper leadership on the benefits of wildlife management on airfields. He has assisted in the updating of the BASH plan at his current airfield and has been working with the Environmental department, New Mexico Game and Fish, and land owners bordering the airfield on additional control opportunities. Michael conducts monthly, quarterly, and yearly reporting on airfield hazards relating to wildlife and presents findings and recommendations to the Bird Hazard Working Group, Safety Group, local leadership. He actively assists with wildlife safety training and conducts site visits for surrounding airfields. While

performing these visits local hazards, wildlife, and mitigation options are addressed. Please see Appendix III for further information regarding Mr. Grant's qualifications.

Michael J. Grant (Qualified Airport Wildlife Biologist) Clayton is a wildlife biologist at Tulsa International Airport and Richard Lloyd Jones Jr. Airport in Tulsa, Oklahoma. Before joining Loomacres in early 2017, Clayton worked with the USDA Wildlife Services in Maryland as a wildlife technician at two airports in the Baltimore area. While working for the USDA, Clayton conducted deer removal on and off airport properties and is knowledgeable in effective, appropriate, and safe urban deer removal strategies. Clayton has also conducted feral hog eradication in Georgia and Oklahoma on private and federal lands. His education includes a Bachelors of Science degree in biological sciences from Radford University in 2008. In 2015, Clayton completed his Masters of Science in biological sciences with a focus in wildlife biology from the University of Louisiana at Monroe. Since graduating with his Bachelors and Masters, he has worked throughout the US, conducting herpetological, mammalian, avian, and vegetation surveys for projects ranging from gas pipeline expansions, endangered species monitoring, protection, and proliferation, as well as university research projects.





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Pricing Information

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Fee Schedule for WHA & WHMP

Fees

LABOR RATES AND HOURS:		
CLASSIFICATION	Labor Rate	
Project Manager (PM)	\$162.50	14
Senior Airport Biologist (SAB)	\$112.50	48
Airport Biologist (AB)	\$81.25	720
Administrative Assistant (AA)	\$52.00	15

Phase I:

-Total Hours, 771

-Data collection portion of WHA, 664 hours

- Project Manager, 12 hours
- Senior Biologist, 40 hours
- Airport Biologist 600 hours
- Admin Assistant 12 hours

-Development of WHA, 87 hours

- Project Manager, 1 hours
- Senior Biologist, 4 hours
- Airport Biologist, 80 hours
- Admin Assistant, 1 hours

Total Labor: \$64,525.55

Transportation and Supplies: \$14,545.67

Phase I Total: **\$79,071.21**

Phase II:

-Development of WHMP, 40 hours

- Project Manager, 10 hours
- Senior Biologist, 40 hours
- Airport Biologist, 20 hours
- Admin Assistant, 1 hours

Total Labor: \$4,049.50

Phase II Total: **\$4,049.50**

Project Total: **\$83,120.72**

Billing and Payment:

The total cost of phase I and phase II is \$83,120.72. The client will be invoiced monthly for a total of \$5,937.19. Payments are due net 30, a late fee of 5% of the invoice total will be added to any invoices that are past due.



CARLSBAD
FRESNO
IRVINE
LOS ANGELES
PALM SPRINGS
POINT RICHMOND
RIVERSIDE
ROSEVILLE
SAN LUIS OBISPO

August 8, 2017

John Himes
Director of Operations
Mojave Air and Space Port
1434 Flightline
Mojave, California 93501

Subject: Proposal to Prepare a Wildlife Hazard Assessment and a Wildlife Hazard Management Plan and Initial Training for the Mojave Air and Space Port

Dear Mr. Himes:

This letter provides a scope of services and cost estimate for preparation of a Wildlife Hazard Assessment (WHA), a Wildlife Hazard Management Plan (WHMP), and initial WHMP training for the Mojave Air and Space Port (Airport) as required by the Federal Aviation Administration (FAA). The scope of services is provided below.

SCOPE OF SERVICES

Task 1: Wildlife Hazard Assessment

The WHA will provide the basic data for the Airport to develop a WHMP. As required in FAA Advisory Circular No: 150/5200-XX (*Protocol for the Conduct and Review of Wildlife Hazard Site Visits, Wildlife Hazard Assessments, and Wildlife Hazard Management Plans*) Section 2.5, wildlife surveys will need to be conducted over a 12-month period so all seasons of wildlife usage are covered. Many species of birds occur only in the western Mojave Desert during specific seasons; for example, winter visitors or species that just pass through the area during spring and/or fall migration. Additionally, various species of small mammals and reptiles are only active during certain seasons when surface conditions are favorable. The 12-month survey period can be started at any time of the year.

Task 1a: Kickoff Meeting and Project Coordination

To start off the project, LSA will facilitate a project coordination meeting with the Airport. During the meeting, LSA will meet with relevant Airport personnel to discuss the following:

- The scope and goals of the WHA;
- The specific wildlife hazard issues and concerns the Airport may have;
- Past wildlife observations around the Airport and known incidents of strikes or potential strikes;
- Project schedule;
- Reporting and communications protocols; and

- Access and security requirements, operations procedures, and other site-specific issues associated with conducting the WHA.

Following the project planning meeting, LSA will participate in any required training to perform work within secure areas of the Airport with or without an escort, as allowed. LSA understands training may include security and driver training provided by airport personnel and airport familiarization training.

Following the meeting, LSA will also participate in an airport reconnaissance survey with pertinent Airport staff. The focus of the reconnaissance survey will be to identify potential wildlife monitoring points for use in the standardized, bi-monthly surveys performed during the 12-month study period. LSA will also identify any bird or other wildlife attractant issues (e.g., water treatment facilities) near the Airport and if feasible will locate survey stations at or near such facilities.

Task 1b: Background Data Collection and Review

LSA will review existing databases and background information pertaining to known and potential wildlife hazards in the Airport vicinity. Sources of information and data will include, but will not necessarily be limited to, the FAA Wildlife Strike Database information for the Airport and for nearby airports, the California Natural Diversity Database (CNDDDB), and pertinent information from the California Department of Fish and Wildlife (CDFW) and/or the United States Fish and Wildlife Service (USFWS).

Task 1c: Wildlife Surveys

As described in FAA Part 139.337 (c)(2), a WHA must include the “identification of the wildlife species observed and their numbers, locations, local movements, and daily and seasonal occurrences” at the subject airport. To obtain these data, LSA will conduct 24 daytime wildlife surveys (two per month) over a 12-month period, as currently required by the FAA. Species will be recorded from selected wildlife survey stations; similarly, general wildlife observed while driving between survey stations will be recorded.

To identify survey stations, LSA will map land cover types within and adjacent to the Airport Operations Area (AOA) using aerial photographic images and geographic information system (GIS) analysis. LSA will also map attractants and habitat features (e.g., open surface waters, landfills) that could attract hazardous wildlife within the 10,000-foot “Wildlife Hazard Separation Zone” and within the 5-mile radius of the AOA, in accordance with FAA Advisory Circular 150/5200-33B. This draft map, based on aerial photo interpretation and GIS analysis, will be refined in consultation with Airport personnel during the kickoff meeting and ground verified following the meeting. The results of the mapping effort will result in the final locations of the wildlife survey stations both within and outside the AOA.

The typical minimum period between the two daytime monthly surveys will be 5 days. To cover all of the survey stations (approximately 10-12 stations), each monthly survey visit is expected to last for approximately 4 to 6 hours (plus travel time) and shall be initiated in the mornings or late afternoons when wildlife are most active. In addition, if a wildlife hazard is detected during a survey,

the biologist will inform the Director of Operations of the hazard so that the issue can be addressed as early as feasible.

The wildlife surveys will also include two small mammal trapping surveys (three trap nights each in the spring and autumn) and two large mammal surveys (i.e., nighttime vehicle spotlight surveys) as required by the FAA. The large mammal spotlight surveys will be conducted 1 hour after sunset and last for 2 to 3 hours. For cost efficiency, the spotlight surveys will be conducted in the evening after setting up the small mammal traps or following a late afternoon monthly wildlife survey. LSA staff members that will be involved in the small mammal trapping surveys hold valid Scientific Collecting Permits from the CDFW.

Data obtained during each of the 24 daytime wildlife surveys, the small mammal trapping surveys, and the nighttime vehicle spotlight surveys will be recorded in the field on an iPad or iPhone on a standardized data sheet using Esri Survey123. This electronic field data recording system will greatly reduce the time consuming process of transcribing data from handwritten field data sheets to an electronic data storage format (e.g., Microsoft Excel) for analysis. All wildlife observations and any potential wildlife attractants (e.g., open dumpster or nesting areas in buildings or aircraft in the Airport boneyard) will be recorded during the field surveys.

Task 1d: Wildlife Hazard Assessment Report Preparation

LSA will prepare a Draft WHA for review by the Airport. The Draft WHA will be submitted electronically (Microsoft Word) and include the following:

- A description of the existing environmental conditions at the Airport, including land cover types and potential wildlife attractants within the AOA and within the Wildlife Hazard Separation Zone;
- An analysis of the data obtained during the 12-month study period; and
- Recommendations to mitigate potential wildlife hazards identified at and/or around the Airport.

The Draft WHA will include figures depicting the regional and local location of the Airport, land cover types within the Airport property, and potential wildlife attractants within or near the Airport. It will also include digital photographs of land cover types, detected wildlife, any potential wildlife attractants, and site conditions.

LSA's overall approach for preparing WHAs is to consult and meet with Airport staff during the draft preparation process in order to ensure that staff's management concerns and recommendations are incorporated into the initial draft document. LSA considers the preparation of the WHA as a joint effort with the Airport. Consequently, LSA has included adequate time within the proposed project schedule to allow for such consultation.

Following the Airport's review of the Draft WHA, LSA will incorporate any requested edits and modifications, and will then prepare the Final Draft WHA for submittal to the FAA for review and comment. LSA will be available to meet with the FAA or participate in conference calls with them during the review process if necessary. To facilitate FAA review, two hard copies of the Final Draft

WHA will be provided to the Airport for submittal to the FAA. A hard copy and an electronic copy on a flash drive will also be submitted to the Airport for its files.

Following the completion of FAA review and comments, LSA will prepare a Final WHA for the Airport to submit to the FAA. The Final WHA will include two hard copies for submittal to the FAA and one hard copy and an electronic PDF version on a flash drive for the Airport's files.

Task 2: Wildlife Hazard Management Plan

After approval of the WHA, the FAA generally requires the preparation of a WHMP based on the results of the completed WHA. The WHMP must be based on the information contained in the WHA. LSA will prepare preliminary draft, revised draft (for submittal to FAA), and final versions of this document in accordance with current FAA requirements under 14 CFR 139.337 (f)(1-7) and in accordance with the FAA manual *Wildlife Hazard Management at Airports, A Manual for Airport Personnel*, 2nd ed., E.C. Cleary and R.A. Dolbeer, July 2005. Tasks will be conducted either directly by or under the direct supervision of Eric Lichtwardt, Qualified Airport Wildlife Biologist, in accordance with the requirements of FAA Advisory Circular AC150/5200-36A. The WHMP will include the following FAA required sections per 14 CFR 139.337 (f)(1-7):

- 1) *Individuals having the authority and responsibility for implementing the plan [FAR 139.337(f)(1)]*: This section will identify the individuals who are responsible for implementing the WHMP and their individual responsibilities. Specific individuals will need to include the Airport wildlife biologist, USDA wildlife biologist, Airport manager, Airport operations staff, and air traffic control staff. This section will also identify the wildlife hazard management group (WHMG) which includes those individuals responsible for implementing the WHMP as well as other stakeholders such as various regulatory agencies (e.g., United States Fish and Wildlife Service, California Department of Fish and Wildlife), air cargo carriers, aircraft maintenance and repair companies, the United States Air Force, local law enforcement, water treatment facility managers, and others as necessary. This task will include assisting the Airport with assembling the WHMG.
- 2) *Wildlife hazard assessment actions [FAR 139.337(f)(2)]*: This section will describe all the wildlife management actions identified in the WHA and methods for implementing them. It will also include a recommendation for monitoring on-going wildlife hazard issues and tracking any local land use changes or infrastructure projects that could affect wildlife hazard issues at the Airport.
- 3) *Laws and regulations [FAR 139.337(f)(3)]*: This section will describe the pertinent federal and State laws and regulations that apply to biological resources that may be affected by implementing the WHMP.
- 4) *Resources to implement the plan [FAR 139.337(f)(4)]*: This section will provide a list of the wildlife control supplies and wildlife strike response kit for the Airport, and require input from Airport operations staff on the equipment and supplies they have on hand or plan to acquire.
- 5) *Procedures followed during air carrier operations [FAR 139.337(f)(5)]*: This section will provide a description of the procedures that the Airport operations staff follow in regard to wildlife control including but not limited to runway inspections, routine patrols, air traffic control/pilot observations, wildlife dispersal by Airport operations staff, flight detainment/runway closures,

and routine wildlife reporting/database keeping. This section will also include Airport procedures for wildlife strike assessment and reporting and a discussion of any unresolved or recurring wildlife hazard issues.

- 6) *Plan review and evaluation [FAR 139.337(f)(6)]*: This section will describe procedures for the FAA required 12-month consecutive review of the WHMP. The annual review report documents changes, if any, which have occurred over the 12-month period (preparation of annual review reports is not a part of this scope and budget).
- 7) *Provisions for wildlife hazard training [FAR 139.337(f)(7)]*: The FAA requires that Airport operations staff actively involved in implementation of the WHMP receive annual wildlife hazard management training conducted by a Qualified Airport Wildlife Biologist. This section will include a list and narrative of the basic elements that will be included in the annual training and a preliminary schedule for annual training (conducting the first year of annual training is included in this scope and budget - see below).

LSA will prepare a preliminary draft WHMP with active input from the Airport. After review and approval by the Airport, LSA will prepare a revised draft for submittal to the FAA. After review by the FAA, LSA with input from the Airport will address any comments from the FAA and prepare a final WHMP. LSA will provide the Airport:

- Preliminary Draft WHMP: 1 hard copy and an electronic copy (Microsoft Word);
- Draft WHMP: 3 hard copies, 2 for submittal to the FAA, one hard copy and an electronic copy for the Airport; and
- Final WHMP: 3 hard copies, 2 for submittal to the FAA, one hard copy and an electronic copy for the Airport.

Task 3: Wildlife Hazard Training

In compliance with FAA regulations [14 CFR 139.337 (f)(7)], the WHMP requires that Airport operations staff receive annual wildlife hazard management training conducted by a Qualified Airport Wildlife Biologist. To address this requirement, LSA will prepare a wildlife hazard management training program for the Airport. The training will be based on the information provided in the WHA and WHMP. The training program will be prepared in a PowerPoint format and will include the following:

- Review of laws and regulations pertaining to bird/mammal/reptile species that occur at the Airport, including federally and State-protected species;
- Brief overview of bird strikes at the Airport;
- Basic review of field marks, habitat, and behavior of birds and other wildlife that may occur at the Airport;
- Review of bird identification guides and other resources;
- Summary of wildlife hazard observations reported from the past year and any revisions to management procedures;

- Review of procedures for habitat management, including grass mowing, trash removal, etc.;
- Review of wildlife management activities, including fencing, pyrotechnics, wildlife removal, nest removal; and
- Wildlife reporting, including review of how to fill out the wildlife reporting form.

The initial training will be conducted at the Airport. Subsequent annual training (which could be conducted via video conference) and annual updates to the training program are not a part of this scope and budget.

SCHEDULE

LSA will work with the Airport to schedule the kickoff meeting and get started on the WHA within 1 month of your authorization for us to proceed. Field surveys will be completed within 12 months of the kickoff meeting and initial field survey. LSA will have a draft WHA for the Airport within 3 months of the completion of the field surveys. After approval of the WHA by the FAA, LSA can have a draft WHMP for the Airport within 3 months. However, we can start work on the WHMP as soon as we have completed the WHA, and if the FAA has relatively minor edits to the WHA, the deliverable time for the draft WHMP would be less. After FAA approval of the WHMP, we can schedule the initial training.

COST ESTIMATE

We estimate that a budget of \$129,510 will be sufficient to complete the work described above. This budget will not be exceeded without your specific authorization. LSA proposes to perform this work on an hourly plus expenses basis consistent with the attached Schedule of Standard Contract Provisions and Billing Rates, which is attached to this proposal and incorporated by reference. Additional services, if required, will be provided upon your request on a time plus expenses basis consistent with the attached billing rates. If these terms are acceptable, you may authorize this work by returning a signed copy of this proposal to us or by providing your own form of authorization.

We appreciate the opportunity to submit this proposal and look forward to working with you on this interesting project. Please contact me at 510/236-6810 (office), 510/376-5694 (mobile), or eric.lichtwardt@lsa.net if you have any questions or require additional information.

Sincerely,

LSA Associates, Inc.



Eric Lichtwardt
Associate/Senior Biologist
Qualified Airport Wildlife Biologist

Attachment: Schedule of Standard Contract Provisions and Billing Rates

THE ABOVE STATED TERMS ARE HEREBY ACCEPTED AND AUTHORIZED for the Proposal to Prepare a Wildlife Hazard Assessment, Wildlife Hazard Management Plan, and Initial Wildlife Hazard Management Training for the Mojave Air and Space Port.

CONSULTANT:

CLIENT:

LSA Associates, Inc.

Company

Company

Authorized Signature

Authorized Signature

Title

Title

Date

Date

MOJAVE
AIR AND SPACE PORT
STAFF MEMORANDUM

TO: Board of Directors
FROM: Karina Drees
SUBJECT: Rate Restructuring: Storage Buildings
MEETING DATE: August 21, 2018

Background:

Staff requests a rate restructuring of buildings identified as storage facilities. Storage use will be defined as buildings with no or minimal power, no water and no sewer. Staff's proposal is:

- Beginning January 1, 2019, bring all storage leases up to \$0.35 per square foot for month-to-month and new leases
- Beginning January 1, 2020, revise the storage base rate to \$0.50 per square foot for month-to-month and new leases
- Beginning January 1, 2021 and every year thereafter, set the new storage rate at the base rate plus CPI

If approved, staff will notify current tenants of this change.

Impacts:

Fiscal: Estimated increase of \$36,000 in calendar year 2019

Environmental: None

Legal: None

Recommended Action:

Approve staff recommended rate restructuring for storage buildings.

MOJAVE

AIR AND SPACE PORT

CEO REPORT

TO: MASP Board of Directors
FROM: Karina Drees
MEETING DATE: August 21, 2018

Updates

- As previously discussed, we won a \$1.3M FAA grant to continue our taxiway Bravo extension project. 700 feet of pavement is remaining to complete this taxiway and we have submitted another application for this project. The probability of winning is low.
- John and I will attend the next CCB meeting at Edwards Air Force Base to continue discussing our future airspace requests.
- I will be traveling to Denver for CSF meetings August 26-27 and to DC September 4-6.
- There were three small aircraft built and flown in Mojave we would like to display at the front entrance. We are working on plan for the building and intend to bring back to the Board at a future meeting.

Discussion Items

- The Operations Policy is attached for your review and consideration. This is the last policy for the Board to adopt, which will complete our administrative code update.
- I intend to bring additional recommendations to the Board for considerations, with the intention of implementing the increases January 1, 2019. Next, we would like to discuss increasing the office space rent to:
 - \$0.75 beginning January 1, 2019 and
 - \$1.00 beginning January 1, 2020

We intend to bring this back for action September 4.

Authorized Payments

CEO CHECK REGISTER	DATE	AMOUNT	EFT'S	TOTAL
	8/14/2018	66,936.86		66,936.86
	8/17/2018	57,909.08		57,909.08
	8/10/2018		183,392.49	<u>183,392.49</u>
				308,238.43

VOIDED CHECKS 56296, 56893, 56746, 56749, 57185 & 57207

Mojave Air & Space Port * 1434 Flightline, Mojave, CA 93501* 661-824-2433

BOARD POLICY 700

OPERATIONS

ARTICLE 1. AERONAUTICAL OPERATIONS

Section 4-1.01 General

Aeronautical activities at Mojave Air & Space Port shall be in conformance with applicable federal, state and District rules and regulations as set forth herein. Violations of rules and regulations shall constitute cause for the levying of fines or termination of privilege to use or lease District property.

Section 4-1.02 Categories of Use

For the purposes of this Code, use of the airport facilities is defined as follows:

(a) Class I Use: Commercial aviation activities including all use of the airport by scheduled or non-scheduled certified or chartered air carriers.

(b) Class II Use: Industrial aviation activities including the use of airport by operators of aircraft where such operation is for the purpose of testing, constructing, reconstructing or modifying said aircraft or appurtenants thereto.

(c) Class III Use: Business aviation activities including all use of the airport by operators of aircraft where such operation is for the purpose of securing economic gain where such gain is incidental to the operation of the aircraft.

(d) Class IV Use: Aircraft activities incidental to fixed base operations, including flight instruction and all other profit making activities not described in Classes I, II and III hereinabove.

(e) Class V Use: General aviation activities including all use of the airport by operators of aircraft for recreational purposes provided, such operation does not involve uses described in Classes I through IV hereinabove.

Section 4-1.03 Operations Permit

(a) Persons engaging in Class IV operations other than long-term tenants, shall obtain an Operations Permit from the Manager on or before the first day of January each year. The permit shall contain the following information:

1. Permittee Name;
2. Permittee Address;
3. Permittee Telephone Number;
4. Permittee Email address
5. Nature of Activity;
6. Number of take-offs and landings expected per month;
7. Registration number of each aircraft owned or used by applicant; and
8. An insurance certificate indicating the District has been named an additional insured on the Permittee's insurance policy and showing that the District will receive 30-days prior written notice of a change in the certificate. Coverage is to be in the amount of at least \$1,000,000 per person and \$3,000,000 in the aggregate.

(b) Permits shall be issued by the General Manager on a non-discriminatory and non-exclusive basis provided, the permit may be denied or revoked by the Manager if the applicant has violated airport rules and regulations within the past 12 months. The applicant may appeal the decision to the Board.

Section 4-1.04 General Regulations

(a) Pilots and aircrew shall be guided by the rules promulgated by the Federal Aviation Agency except as otherwise specified.

(b) Pilots shall become acquainted with local flight patterns and procedures.

(c) Aircraft shall not be operated on the ground or in flight in such a manner as to cause unnecessary noise.

(d) Airport based aircraft must be covered by BI&PD in the amount of \$1,000,000 each occurrence or \$3,000,000 aggregate, providing a certificate of insurance to the District and providing ten (10) days written notice to District of cancellation.

(e) Witnesses and participants in aircraft accidents occurring on or within the airport shall make a full report to the General Manager, Director of Operations, Security, or person designated by the General Manager, as soon after the accident as is practicable, together with names and addresses.

(f) Aircraft shall not be left unattended unless properly secured or within hangar. Owners of such aircraft shall be held responsible for damage to other aircraft or property.

(g) Aircraft shall be stored and repairs made only in areas designated for that purpose by the General Manager, Director of Operations, or person designated by the General Manager.

(h) Pilots, aircrew, and persons attending or assisting in operations shall not be under the influence of intoxicating liquor or habit-forming drugs, nor shall such person obviously under the influence of intoxicating liquor or habit-forming drugs be permitted to board aircraft, except a medical patient under proper care or in case of emergency.

(i) Persons shall not take or use any aircraft, aircraft parts, instruments or tools pertaining thereto owned, controlled or operated by any other person while such aircraft, aircraft parts, instruments or tools are stored, housed, or otherwise left on airport or within its hangars without the written consent of the operator thereof, except upon satisfactory evidence of the right to do so duly presented to the General Manager, Director of Operations, Security Manager, or person designated by the General Manager.

(j) Persons desiring to base aircraft at Airport must register the aircraft at the Airport Office prior to beginning operation and any time a change in ownership occurs.

(k) Every aircraft owner, pilot, and agents shall be severally responsible for the prompt removal, not to exceed 30 days, under the direction of the General Manager, Director of Operations, Security Manager, or person designated by the General Manager, of wrecked or damaged aircraft.

(l) Persons shall not enter a restricted area posted or closed to the public, except as authorized by the General Manager, Director of Operations, Security Manager, or person designated by the General Manager.

(m) Animals shall not be permitted on the airport without the approval of the General Manager, Director of Operations, Security Manager, or person designated by the General Manager, and then must be leashed or restricted so as to be under control. If approved, animals must be registered with the Security Office providing type animal, physical description, and proof of applicable veterinary health records (i.e. shot records). The owner of an animal is solely responsible for damage or injury caused by the animal.

(n) Only minor preventive maintenance may be performed in Tie-down areas. Fluid spills must immediately be reported to Fire, Security, or Director of Operations.

(o) No tools, tool boxes, cans, ladders, or boxes of any description may be left on the airport unattended or unsecured. Unsecured items may result in Law Enforcement notification for investigation or collection. Owner of unattended item will be responsible for any response fees incurred.

(p) Persons shall not reside in hangars.

(q) Areas between T-Hangars and Box Hangars in the west-end general aviation area shall remain clear of obstructions.

Section 4-1.05 Engine Starts, Run-ups

(a) Aircraft engines shall not be started or run unless a competent operator is at the controls, and unless the aircraft is equipped with adequate brakes fully applied or the wheels are securely blocked.

(b) Aircraft engine starts, run-ups shall not be conducted in such a place or manner as to impede the flow of traffic or cause hazard to other persons, equipment, or property.

(c) Aircraft shall be started and warmed up only at such places as the Airport Manager shall designate for such purpose or as coordinated with the Airport Manager, Director of Operations, or Air Traffic Control Tower (ATCT).

1. Engine warm-up or final pre-flight checks occur at the pilot's hangar, ramp area, wash-rack located off Taxiway C, or the engine run-up pad located at the southernmost end of Taxiway A, or the transient parking ramp in front of the Voyager restaurant. Other areas may be available as coordinated directly with the ATCT.
2. Engine testing ("run-ups") are authorized only at the engine run-up pad located at the southernmost end of Taxiway A, the intersection of Taxiway A and Taxiway F, and must be coordinated through the ATCT, during normal business hours or security after normal business hours. Additional locations may be authorized with the approval of the General Manager, Director of Operations, or person designated by the General Manager. Jet engine testing, "run-ups, or similar, is not authorized on the transient parking ramp in front of the main terminal or ramp areas immediately adjacent to the main terminal.

Section 4-1.06 Taxiing

(a) Aircraft shall not be taxied into or out of a hangar.

(b) Aircraft shall taxi at a safe speed, and in no case in excess of 15 miles per hour.

(c) Cockpit and engine checks shall be made at the run-up area or such other location as to not

interfere with ground traffic movement.

Section 4-1.07 Pattern

The aircraft traffic pattern for the airport shall be the pattern on file with the Division of Aeronautics.

Section 4-1.08 Take-offs and Landings

Touch and Go landings, low approaches, etc., shall be permitted only after the pilot of the aircraft has been approved for such operations by the Air Traffic Control Tower (ATCT) during business hours. After normal business hours, or during periods of ATCT closure, pilots must self-report, broadcast intentions, on the published Common Traffic Advisory Frequency (CTAF) 127.6.

Section 4-1.09 Parking of Aircraft

- (a) Permanently based aircraft shall be parked in Tie-down areas or in a hangar under license or lease.
- (b) Transient aircraft shall be parked in areas designated for transient parking.
- (c) Flying school and rental aircraft shall be parked only in the Tie-down area assigned by the General Manager.
- (d) When directed by the General Manager, the owner, operator, or pilot shall move an aircraft from the place where it is parked or stored to another designated place. If the directions are not followed, airport personnel may tow the aircraft to the other place at the operator's expense and without liability for damages.

Section 4-1.10 Fire Safety

- (a) Persons shall not clean or degrease aircraft or engines, unless such operations shall be done in a location properly equipped to handle such work or in a space designated by the General Manager.
- (b) Persons shall not permit an open flame in any hangar, shop, building, room, or other confined place.
- (c) Lessees of hangars or other airport areas shall provide Safety Data Sheets listing all stored chemicals or compounds to the Fire Department.
- (d) Persons shall not keep, store, or discard inflammable liquid, gas, signal flare, or other inflammable material in a hangar, shop, building, room or other place in such a manner as to constitute an unsafe condition or fire hazard as determined by the General Manager, Fire Chief, or designated representative.
- (e) Lessees of hangars or other airport areas shall provide suitable metal receptacles with hinged lids for the storage of oily waste rags and other rubbish. Such waste or rubbish shall be removed by lessee at frequent intervals. In garages, shops or other buildings operated or maintained by the airport, the above and other rules prescribed by the District Board of Directors shall be observed by the employees of the District engaged in operation or maintenance of such garages, shops or other buildings.

(f) Persons shall not smoke in a hangar, shop, or other building where it is dangerous to do so or where it is specifically prohibited by the General Manager. NO SMOKING signs located in restricted areas are to be strictly observed.

(g) Persons shall not use volatile inflammable substances for cleaning purposes in the hangars, shops, or other buildings in violation of Section (a) above.

(h) Lessees shall keep the floors of hangars, shops, aprons and areas adjacent thereto, leased by them, reasonably free and clean of oil, grease, weeds, waste and other inflammable materials.

(i) Adequate and readily accessible fire extinguishers shall be provided by lessees and maintained in proper working order. Each fire extinguisher shall carry a suitable tag showing date of most recent inspection.

(j) Hangar entrances shall be kept sufficiently clear at all times to permit ready access to the buildings to combat fires.

(k) All aircraft doping shall be performed in a recognized and approved maintenance station.

Section 4-1.11 Aircraft Washing

Persons who desire to use the aircraft washing facilities at the Airport shall obtain permission from the administrative office in advance.

Section 4-1.12 Parachute Activities

Part 105 of the Federal Aviation Regulations is hereby adopted by this reference and made a part hereof for the purpose of regulating parachute activities at the Airport.

ARTICLE II. UNMANNED AIRCRAFT SYSTEMS

Section 4-2.01 UAS Definition

This section pertains to Unmanned Aircraft Systems (UAS), small (s)UAS, Remote Piloted Vehicles (RPVs), and/or Optionally Piloted Vehicles (OPV), when not piloted. The terms sUAS and UAS are interchangeable for all unmanned systems. sUAS operators not affiliated with the District or District tenants will not be authorized to operate during Tower operating hours and/or when the District's Class D airspace is active.

Section 4-2.02 FAA Guidance

All UAS activities must follow FAA guidance for unmanned operations within the National Airspace System.

- (a) Public aircraft operations require a Certificate of Authorization or Waiver issued by the FAA.
- (b) Civil aircraft operations (other than model), including those conducted in accordance with a COA or in accordance with the FAA's sUAS rule, Title 14 of the Code of Federal Regulations (14 CFR) part 107.
- (c) Model aircraft, hobby or recreation, must comply with 14 CFR par 101, Subpart E.

Model aircraft flown for recreational purposes are restricted to operating in the designated recreation area, bounded by Byers St , Byers St access road, Airport Blvd and Highway 58. The designated RC area is 150 yards long and 60 yards wide and contained within the following latitude/longitude points-350250N 1180940W, 350250N 1180935W, 350248N 1180941W, 350248N 1180935W. Use of the RC area requires coordination with the Operations department and/or Air Traffic Control Tower. Flight outside the described area is not authorized and may result in loss of privileges or other actions.

Section 4-2.03 Local Administrative Requirements

Persons authorized to conduct (s)UAS operations must contact the Operations office and submit the following documents, as applicable, prior to operations approval.

- (a) District Operations Plan
- (b) License to Enter

ARTICLE III. COMMERCIAL SPACE OPERATIONS

Section 4-3.01 Facilities

District shall provide access to those facilities necessary for the Launch, including taxiways and runways. District is responsible abiding by requirements as listed in FAA Part 420 applicable to the District's site license.

- (a) Air Traffic Control Services. District shall provide the necessary airspace and ground control for launch operations.
- (b) Security and Safety. District will communicate with other airport users and issue appropriate NOTAMs when taxiways and runways are impacted.

Section 4-3.02 Operator Requirements

Operator is responsible for all aspects of the Launch, including providing to District in a timely manner all information relevant to the Launch, such as schedules, personnel rosters, flight plans, facility needs, fire and safety requirements, and hazard assessments.

- (a) Operator shall conduct all operations within District's airside operations area (AOA) and/or spaceport boundary in accordance with established FAA airport operating procedures.
- (b) To ensure a safe working environment for involved and uninvolved personnel, Operator shall:
 - 1. Provide hazard radius/safe distance calculations based on aircraft, rocket, or combination of vehicle fuel, propellant, or hazardous material quantities;

2. Provide for the safety and security of Operator employees and facilities within the hazard areas, including restricting those within the hazard radius to only essential employees;
3. Assist District with security and/or traffic control support as coordinated or agreed upon. Operator is solely responsible for validating authorized observers and spectators;
4. Provide a subject matter expert/team to supplement District ARFF response based on the nature of the Launch;
5. Provide specialized tools, equipment, and personnel beyond normal ARFF equipment and personnel; and
6. Coordinate, as needed, emergency medical standby service.

Section 4-3.03 District Property Protection

(a) In addition to the District's standard general liability, worker's compensation and automobile insurance requirements, Operator shall, at its sole cost and expense, procure and maintain the types and limits of insurance, including the additional insured endorsements and cancellation clause: A commercial general liability policy providing coverage against claims for bodily injury or death and property damage occurring in or upon or resulting from the operation and Operator's use of MASP property and facilities in a minimum amount of One Hundred Million Dollars (\$100,000,000.00). Such insurance shall be primary, and not require contribution from any of the Additional Insureds or their insurance coverage and shall afford immediate defense and indemnification to the additional insureds.

(b) Operator is solely responsible for and will compensate District the full amount of any damage to the Facilities, Airport, and/or Spaceport caused in whole or part by Operator or its guests or contractors.

(c) Any equipment or personal property belonging to Operator or its agents, servants, employees, contractors, invitees, patrons, or guests that remain in the Premises after the Launch shall be deemed abandoned and may be disposed of by District at Operator's sole expense. District assumes no responsibility for losses caused by theft, disappearance, or abandonment of equipment or personal property.

ARTICLE IV. FUEL

Section 4-4.01 Fuel Sales

The board shall establish a profit goal for fuel sales. The General Manager shall establish fuel sale rates within the board's policy. Jet A fuel may be discounted to volume or cash customers. The board shall establish the discount rate. The General Manager has the authority to negotiate the price per gallon of fuel sold for purchases of 10,000 gallons or more.

Section 4-4.02 Fuel Credit Accounts

Generally, fuel will be sold on a cash basis. However, fuel will be sold on credit to holders of bank cards, or to tenants with the approval of the General Manager based on the tenant's credit worthiness. For convenience, tenants approved for purchase of fuel on credit will be called "fuel credit accounts" in this section. The terms for fuel credit accounts are:

(a) A tenant desiring to open a fuel credit account shall make application to the Director of Administration on using forms, supplied by the District. The Director of Administration shall recommend action on the application and the General Manager shall act on the recommendation.

(b) The Director of Administration shall render an invoice to each fuel credit within fifteen days after the fuel is delivered. Fuel credit accounts are due for payment thirty days after the invoice is tendered.

(c) Fuel credit accounts not paid in full on the due date are delinquent. Delinquent accounts shall have interest at the rate of 1% per annum from the first date of the month that the invoice is tendered until sixty days thereafter or until paid, whichever occurs first, and shall bear interest at the rate of 1½ % per annum from the 61st day of delinquency until paid.

(d) Credit will not be extended to fuel credit accounts which have been delinquent for sixty days or more.

Section 4-4.03 Fuel Handling

(a) Except as provided herein, the District shall be the only fuel handler at Mojave Airport. The District shall coordinate or conduct all defueling operations and be responsible for the handling of salvage fuel. As used herein, "salvage fuel" means fuel removed from an aircraft, which is accompanied by a change of ownership of the fuel.

(b) The following shall be observed when aircraft are fueled or defueled:

1. Spills shall immediately be reported to Mojave's Fuel, or Fire Department.
2. No aircraft shall be fueled or defueled while the aircraft engine is running or while such aircraft is in the hangar or enclosed place. Provisions for hot refueling aircraft will be approved by the General Manager on a case-by-case basis.
3. NO SMOKING, radios, or cell phones permitted within 50 feet of a fuel tank or an aircraft being fueled or defueled. NO SMOKING is permitted within 50 feet of a truck or fuel carrier being used for fueling operations.
4. During fuel handling, passengers are not permitted in the aircraft unless a cabin attendant is stationed near the cabin door. Only personnel engaged in fuel handling, maintenance, and operation of an aircraft are permitted within 50 feet of fuel tanks or such aircraft during fueling or defueling operation, except as provided above. Persons engaged in aircraft fuel handling shall exercise care to prevent overflow of fuel. Persons shall not start the engine of aircraft when there is gasoline on the ground or pavement. When gasoline is spilled or leaks around an aircraft, the aircraft pilot shall notify the Fuels or Fire Department.

5. Hoses, funnels, and appurtenances used in fueling or draining operations shall be properly equipped with a grounding device to prevent possibility of static ignition. During fuel handling, no person shall operate a radio transmitter or receiver, or switch electrical appliances off or on. During fuel handling, no person shall use material likely to cause a static spark within 50 feet of such aircraft. Fueling hoses and draining equipment shall be maintained in a safe, sound, and non-leaking condition.
6. With a written authorization issued by the General Manager, a tenant may store fuel for special needs such as extended night or weekend operations or for the purpose of maintenance activities. Storage permits may be extended to tenants with special purpose fuels not stored or dispensed by the District, e.g., JP8, Hydrogen Peroxide, or Nitrous Oxide or other special use propellants used for developing or testing special use propulsion systems or craft.
7. Defueling of aircraft for maintenance, demolition, or any other purpose shall be coordinated and under the control of the District fuel department, in accordance with Air Transport Association Specification 103. Private operators may defuel jet fuel for regular maintenance activities on a case-by-case basis if coordinated with the fuel department. Salvaged fuel shall be removed from aircraft in accordance with the highest standards for fuel handling, and shall be immediately deposited in a designated container owned or approved by the District (“approved temporary container”). Salvaged fuel shall be permanently removed from the approved temporary container within 48 hours and deposited into: (1) a permanent container owned or approved by the District (“approved permanent container”); (2) permanently removed from District property; or (3) loaded into an aircraft owned by the owner of the aircraft from which the salvaged fuel was removed in accordance with ATA standards.
8. Except as provided herein, containers shall not be used for storage of salvage fuel or fuel not purchased at the Mojave Airport (“off-airport fuel”). Fuel containers may be permitted at Mojave Airport on a case-by-case basis for storage of fuel not stored or dispensed by the District or for the purpose of storing fuel during maintenance actions. Fuel containers, including auto fuel, must be kept in a designated area. A tenant shall make written application to the General Manager with specific justification to obtain a fuel container permit for commercial or private activities. Authorization may be contained in a lease agreement or other written instrument approved by the District. If authorization is granted, private operators must keep the container in a location approved by local agencies and the General Manager so as to contain leaks or spills and not pose an undue hazard to life or property. The District shall be named as an insured on a general or specific liability insurance policy by the user. The District may waive insurance requirements on a showing of good cause. Leaks or spills shall be the sole responsibility of the owner/operator to remediate at the direction of the General Manager.

(c) A defuel fee of \$0.20/gallon shall be assessed by the District for handling salvage fuel and a fee of \$25 per month will be assessed if a rental area is required. Spill kits are available at the District Office for \$50 each. Violations of this fuel policy will result in lease review or termination.

(d) The District requires a valid form of payment at the time of sale of fuel from the District. If a credit card is rejected or denied, the aircraft will be subject to an administrative fee of \$300.00 per day and will be assessed until the charge for the fuel is paid in full.

ARTICLE V. CONSTRUCTION AND DEVELOPMENT ACTIVITIES

Section 4-5.01 Construction and Development Activities

(a) All non-aeronautical activities at the Airport shall be in conformance with applicable federal, state, and county laws, ordinances, rules, and regulations, and with District rules and regulations set forth herein. Violation of District rules and regulations shall constitute cause for the levy of fines or termination of the privilege to lease or use District property.

(b) All construction projects including but not limited to grading, new building construction, installation of new mechanical, plumbing, and electrical systems, additions, alterations, and repairs to existing construction and to existing mechanical, plumbing, and electrical systems within the airport boundary or affecting District property must be coordinated through the District Facilities, Engineering and planning department. For project review the District requires:

1. A copy of the Kern County Permit Application and a complete set of building plans stamped and signed by a California Licensed Design Professional. In some cases, Mechanical, Electrical, or Plumbing only plans may be signed by a California Licensed Contractor of the applicable classification
2. Proof of Submission of FAA Form 7460, Notice of Construction. A 7460 is required for projects necessitating the use of a crane, erection of antennas, or any other temporary or permanent object affecting District navigable airspace.
3. A Precise Development Plan (PDP) or a PDP Modification and a Precise Development Application if applicable. A PDP or PDP Modification may not be required in all cases. New developments, exterior site improvements, and some tenant improvements will require application for a PDP or PDP Modification; please consult with the District.

(c) Once reviewed by the District, the project applicant will receive a Project Review Letter which must accompany any PDP, PDP Modification, or building permit application to Kern County.

ARTICLE VI. VEHICULAR TRAFFIC

Section 4-6.01 General

This article describes vehicular traffic regulations for the Mojave Airport. These regulations are adopted pursuant to Vehicle Code section 21108. All roadway signage, including, but not limited to, speed limit signs and stop signs, are established and must be followed at all times.

Section 4-6.02 Speed Limits

(a) The following speed limits are established for vehicular traffic on roads at the Mojave Airport.

<u>Street</u>	<u>Maximum Speed</u>
Airport Blvd. south of Sabovich St.	40 mph
Sabovich St. east of Airport Blvd.	35 mph
Sabovich St. west of Airport Blvd.	35 mph
Riccomini Rd. east of Airport Blvd.	40 mph

Poole St. east of Airport Blvd.

40 mph

(b) The basic speed law of the State of California applies to vehicular traffic on roads at the Mojave Airport not designated above.

Section 4-6.03 Intersection Stops

Full stop is required at the following intersections:

Barnes St. east approach to Airport Drive
Flight Research Building Dr. to Sabovich St.
Mobley St. east and west approach to Poole St.
Kennicut St. south approach to Poole St.
Kennicut St. east approach to Airport Blvd.
Poole St. east approach to Airport Blvd.
Unnamed street west of Building 14 north approach to Sabovich St.

Section 4-6.04 Motor Vehicle Regulations

(a) Motor vehicle operators must possess a valid license and insurance commensurate with the operating area (landside, airside).

(b) Persons shall not travel on any portion of the airport except upon roads, walks or places provided for the particular class of traffic nor occupy the roads or walks in such a manner as to hinder or obstruct their proper use.

(c) The General Manager shall designate areas to which vehicle access is restricted. No person, other than a peace officer or other governmental officer in the performance of their official duties, shall operate or park a vehicle within a restricted area without permission from the General Manager. The General Manager may revoke, suspend or refuse to issue a permit for a person or vehicle to enter a restricted area if the permittee or applicant does not have lawful business in such area and cannot otherwise justify the necessity for having such a permit; if the permittee or applicant has violated airport rules or regulations; or if such activities threaten airport safety or security.

1. Tenant company vehicles used in daily operation within the airfield operations area (AOA) shall be painted as set forth in FAA Advisory Circular (AC) 150/5210-5D dated April 1, 2010, or most current regulation, or as authorized by the General Manger, or designated representative.
2. Private vehicles not contracted by Mojave Airport or client companies are not authorized to operate within the AOA without approval from the General Manager, Director of Operations, Security Office, or other designated representative. The vehicle operator must register for a pass with the Security office.

(d) Any accident involving a motor vehicle, which results in personal injury or property damage shall be reported to the Security Manager.

(e) No vehicles, other than aircraft, shall be driven over or across any portion of a runway or taxi-way on the Airport unless the General Manager determines the person using the vehicle must drive over or across the runway or taxiway in order to conduct business at the Airport. A vehicle, which is regularly used on the Airport, shall also be equipped with an operating two-way radio capable of

communicating on the Airport Air Traffic Control frequency during business hours or, after hours, on the Common Traffic Advisory Frequency.

(f) Motor vehicle traffic shall yield the right-of-way to aircraft.

(g) Persons shall not operate any motor vehicle within the AOA at a speed in excess of 20 miles per hour. On passenger loading ramps and in areas immediately adjacent to hangars, authorized motor vehicles shall not operate at a speed in excess of 10 miles per hour. All persons operating motor vehicles on District property shall obey all traffic signs and directives.

(h) Vehicles shall not be parked on the Airport other than in the manner and locations indicated by posted traffic signs and markings.

(i) Vehicles, coaches, motor homes, trailers, or other portable structures may be left unattended only in designated parking areas and only during normal Airport business hours. Overnight parking may be permitted by the General Manager for a period not to exceed 5 days. Overnight parking may be permitted by action of the Board for longer periods.

(j) If a vehicle is moved by District personnel, a towing charge will be levied. Liability for damage while moving the vehicle will not be assumed by the District.

(k) Only vehicles designed or intended for the conduct of aviation support activities or personnel movement (cars, trucks, certain bicycles, certain golf carts) are allowed in the Airport Operations Area (AOA). Purely recreational vehicles (skateboards, unicycles, etc.) are prohibited unless authorized by the General Manager and operator/owner assumes responsibility for damage to property or injury to self and others.

Date: Tuesday, August 14, 2018
 Time: 08:28AM
 User: CPANKO

Mojave Air & Space Port
Check Register - Standard
 Period: 02-19 As of: 8/14/2018

Page: 1 of 3
 Report: 03630.rpt
 Company: EKAD

Check Nbr	Check Type	Check Date	Vendor ID Vendor Name	Period To Post Closed	Ref Nbr	Doc Type	Invoice Number	Invoice Date	Discount Taken	Amount Paid
Company: EKAD										
Acct / Sub:	101000		1200							
057160	CK	8/14/2018	0112 AAAAE	02-19	041258	VO	1041847/SPANDOR	9/1/2018	0.00	275.00
057160	CK	8/14/2018	0112 AAAAE	02-19	041299	VO	1044209\CR	8/1/2018	0.00	275.00
Check Total										550.00
057161	CK	8/14/2018	0158 Ameripride Uniform Services	02-19	041289	VO	2100700755/0818	8/3/2018	0.00	186.83
057161	CK	8/14/2018	0158 Ameripride Uniform Services	02-19	041290	VO	2100702252/0818	8/10/2018	0.00	151.61
057161	CK	8/14/2018	0158 Ameripride Uniform Services	02-19	041291	VO	2100702259/0818	8/10/2018	0.00	87.27
057161	CK	8/14/2018	0158 Ameripride Uniform Services	02-19	041292	VO	2100700758/0818	8/3/2018	0.00	70.92
Check Total										496.63
057162	CK	8/14/2018	0284 Michael L. Brouse	02-19	041266	VO	0718	7/31/2018	0.00	2,800.00
057163	CK	8/14/2018	0341 Circulating Air Inc.	02-19	041298	VO	5701	7/25/2018	0.00	1,232.00
057164	CK	8/14/2018	0348 Clancy JG International	02-19	041265	VO	10151813/0718	7/31/2018	0.00	22,652.33
057165	CK	8/14/2018	0440 L.N. Curtis and sons	02-19	041267	VO	203941	7/30/2018	0.00	399.73
057166	CK	8/14/2018	0464 Diamond IT	02-19	041261	VO	22235	8/3/2018	0.00	1,075.00
057167	CK	8/14/2018	0554 Engel & Company	02-19	041257	VO	21780/0518	5/29/2018	0.00	350.00
057168	CK	8/14/2018	0615 Federal Express	02-19	041280	VO	626496339/0718	8/3/2018	0.00	15.79
057169	CK	8/14/2018	0897 Core & Main LP	02-19	041297	VO	J278629	8/2/2018	0.00	101.05

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Check Nbr	Check Type	Check Date	Vendor ID Vendor Name	Period		Ref Nbr	Doc Type	Invoice Number	Invoice Date	Discount Taken	Amount Paid
				To Post	Closed						
057170	CK	8/14/2018	1005 Pacific Telemanagement Svcs.	02-19		041295	VO	1001435/0918	8/2/2018	0.00	53.00
057171	CK	8/14/2018	1122 Kelley-Randall	02-19		041262	VO	13210/UNIT 23	8/2/2018	0.00	214.97
057171	CK	8/14/2018	1122 Kelley-Randall	02-19		041294	VO	13225	8/5/2018	0.00	19.22
Check Total											234.19
057172	CK	8/14/2018	1306 Martha's Cleaning Service	02-19		041293	VO	1673/0818	8/1/2018	0.00	5,840.00
057173	CK	8/14/2018	1364 Karl's Hardware Mojave	02-19		041288	VO	JULY 2018	7/31/2018	0.00	2,889.62
057174	CK	8/14/2018	1372 Mojave Public Utility District	02-19		041272	VO	006072000/0718	7/31/2018	0.00	82.79
057174	CK	8/14/2018	1372 Mojave Public Utility District	02-19		041273	VO	006072002/0718	7/31/2018	0.00	276.11
057174	CK	8/14/2018	1372 Mojave Public Utility District	02-19		041274	VO	006072003/0718	7/31/2018	0.00	321.90
057174	CK	8/14/2018	1372 Mojave Public Utility District	02-19		041275	VO	006072001/0718	7/31/2018	0.00	7,984.46
Check Total											8,665.26
057175	CK	8/14/2018	1375 Mojave Sanitation	02-19		041278	VO	3159515/0718	7/31/2018	0.00	1,207.75
057175	CK	8/14/2018	1375 Mojave Sanitation	02-19		041279	VO	3160190/0718	7/31/2018	0.00	565.49
Check Total											1,773.24
057176	CK	8/14/2018	1614 Kernprint Services	02-19		041300	VO	41583	8/3/2018	0.00	390.06
057177	CK	8/14/2018	1681 Gerardo Perez	02-19		041281	VO	072918	7/29/2018	0.00	80.00
057178	CK	8/14/2018	1803 Race Telecommunications, Inc.	02-19		041263	VO	RC186073	8/1/2018	0.00	2,562.40
057179	CK	8/14/2018	1871 REM Industries	02-19		041264	VO	REFUND	8/3/2018	0.00	1,536.46

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057180	CK	8/14/2018	2060 360 Surveillance (FLIR)	02-19	041296	VO	27.07.2018	7/27/2018	0.00	12,063.38
057181	CK	8/14/2018	2450 Xerox Corporation	02-19	041271	VO	09401293/0718	8/1/2018	0.00	233.88
057182	CK	8/14/2018	4014 Jason, Buck	02-19	040752	VO	CC2199	5/18/2018	0.00	18.00
057183	CK	8/14/2018	4023 Dat-Minh Do, DDS	02-19	039631	VO	22226294/BTUBBS	11/21/2017	0.00	144.00
057183	CK	8/14/2018	4023 Dat-Minh Do, DDS	02-19	039632	VO	222267294/BTUBB	11/21/2017	0.00	472.00
Check Total										616.00
057184	CK	8/14/2018	4047 Nicolas Crouch	02-19	041202	VO	7-2018	7/18/2018	0.00	308.84

Check Count: 25

Acct Sub Total: 66,936.86

Check Type	Count	Amount Paid
Regular	25	66,936.86
Hand	0	0.00
Electronic Payment	0	0.00
Void	0	0.00
Stub	0	0.00
Zero	0	0.00
Mask	0	0.00
Total:	25	66,936.86

Company Disc Total 0.00 Company Total 66,936.86

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Check Nbr	Check Type	Check Date	Vendor ID Vendor Name	Period		Ref Nbr	Doc Type	Invoice Number	Invoice Date	Discount Taken	Amount Paid
				To Post	Closed						
Company: EKAD											
Acct / Sub: 101000											
057186	CK	8/17/2018	1200 0187 AFLAC	02-19		041327	VO	543992/0718	8/15/2018	0.00	804.68
057187	CK	8/17/2018	0244 American Electrical Serices	02-19		041303	VO	S1014-1018	8/9/2018	0.00	927.00
057188	CK	8/17/2018	0464 Diamond IT	02-19		041337	VO	22156	7/13/2018	0.00	6,216.59
057189	CK	8/17/2018	0518 Elevation Corp. Health, LLC	02-19		041308	VO	6301/0718	7/31/2018	0.00	5,749.56
057190	CK	8/17/2018	0604 Fisher Scientific	02-19		041306	VO	4612577	8/2/2018	0.00	3,146.45
057191	CK	8/17/2018	0615 Federal Express	02-19		041305	VO	627159393	8/10/2018	0.00	14.61
057192	CK	8/17/2018	0819 Reliable Air Conditioning	02-19		041315	VO	18577	7/16/2018	0.00	125.00
057192	CK	8/17/2018	0819 Reliable Air Conditioning	02-19		041316	VO	18578	7/30/2018	0.00	140.00
057193	CK	8/17/2018	0850 Herc Rentals	02-19		041313	VO	30092357-002	8/8/2018	0.00	2,580.41
057194	CK	8/17/2018	0866 Home Depot	02-19		041319	VO	07610417/0718	7/31/2018	0.00	84.54
057195	CK	8/17/2018	0897 Core & Main LP	02-19		041304	VO	J287638	8/6/2018	0.00	127.21
057196	CK	8/17/2018	1122 Kelley~Randall	02-19		041322	VO	13232	8/13/2018	0.00	111.37
057196	CK	8/17/2018	1122 Kelley~Randall	02-19		041323	VO	13205/UNIT 21	8/1/2018	0.00	19.22
057196	CK	8/17/2018	1122 Kelley~Randall	02-19		041334	VO	13241	8/14/2018	0.00	42.43
										Check Total	265.00
										Check Total	173.02

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Check Nbr	Check Type	Check Date	Vendor ID Vendor Name	Period		Ref Nbr	Doc Type	Invoice Number	Invoice Date	Discount Taken	Amount Paid
				To Post	Closed						
057197	CK	8/17/2018	1200 L & L Construction	02-19		041320	VO	WE 8-5-18	8/5/2018	0.00	1,725.00
057197	CK	8/17/2018	1200 L & L Construction	02-19		041321	VO	WE 8-12-18	8/12/2019	0.00	2,325.00
Check Total										0.00	4,050.00
057198	CK	8/17/2018	1267 Lowe's	02-19		041318	VO	8004557306/0718	8/2/2018	0.00	106.99
057199	CK	8/17/2018	1570 Otis Elevator Company	02-19		041314	VO	SAU15852001	7/31/2018	0.00	2,245.46
057200	CK	8/17/2018	1952 So. Calif. Edison	02-19		041307	VO	2025279640/0818	8/7/2018	0.00	15,728.38
057201	CK	8/17/2018	1954 The Gas Company	02-19		041328	VO	0289363938/0818	8/5/2018	0.00	28.00
057201	CK	8/17/2018	1954 The Gas Company	02-19		041329	VO	6561545001/0818	8/5/2018	0.00	15.29
Check Total										0.00	43.29
057202	CK	8/17/2018	2044 Securitas Security Services USA,	02-19		041317	VO	W6157469/0718	8/9/2018	0.00	12,277.28
057203	CK	8/17/2018	2374 Xerox Corporation	02-19		040508	VO	0917	4/17/2018	0.00	55.13
057203	CK	8/17/2018	2374 Xerox Corporation	02-19		040509	VO	1117	4/17/2018	0.00	3.54
057203	CK	8/17/2018	2374 Xerox Corporation	02-19		040510	VO	0117	4/17/2018	0.00	44.48
057203	CK	8/17/2018	2374 Xerox Corporation	02-19		040511	VO	0218	4/17/2018	0.00	55.13
Check Total										0.00	158.28
057204	CK	8/17/2018	3080 Edmonds~Mike	02-19		041331	VO	081218/BOOTS	8/12/2018	0.00	80.00
057204	CK	8/17/2018	3080 Edmonds~Mike	02-19		041335	VO	062918/ SUSAN	8/16/2018	0.00	125.00
Check Total										0.00	205.00
057205	CK	8/17/2018	4017 John Taylor	02-19		041339	VO		8/16/2018	0.00	102.22
057206	CK	8/17/2018	4043 Mark Gelband	02-19		041343	VO	0731/18	7/31/2018	0.00	331.19

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				To Post	Closed						
057207	ZC	8/17/2018	4048 Mark Gelband	02-19	02-19	041341	AD	0718	7/28/2018	0.00	-331.19
057207	ZC	8/17/2018	4048 Mark Gelband	02-19	02-19	041342	VO	073118	7/31/2018	0.00	331.19
Check Total											0.00
057208	CK	8/17/2018	4089 Casteen Dental Corporation	02-19		041330	VO	0818/R RICE	8/3/2018	0.00	105.00
057209	CK	8/17/2018	9975 Raul Benitez	02-19		041333	VO	SOWEC/072818	8/16/2018	0.00	1,800.00
057210	CK	8/17/2018	9976 No Joke Productions, LLC	02-19		041336	VO	BYFILM/0718	7/30/2018	0.00	666.92

Check Count: 25

Acct Sub Total: 57,909.08

Check Type	Count	Amount Paid
Regular	24	57,909.08
Hand	0	0.00
Electronic Payment	0	0.00
Void	0	0.00
Stub	0	0.00
Zero	1	0.00
Mask	0	0.00
Total:	25	57,909.08

Company Disc Total 0.00 Company Total 57,909.08

Electronic Fund Transfers August 1, through August 10, 2018

DATE		AMOUNT
08012018	1900 CALPERS 1946207465 08/01/18 TRACE #-122000496462639	34,196.00
08022018	1800 CALPERS 1946207465 08/02/18 TRACE #-122000497912022	45,911.83
08022018	1800 CALPERS 1946207465 08/02/18 TRACE #-122000497912024	9,521.84
08022018	EFTTransfe AVFUEL3252 9382073252 08/02/18 TRACE #-072000097423550	3,201.42
08032018	3100 CALPERS 1946207465 08/03/18 TRACE #-122000499243902	6,081.98
08032018	3100 CALPERS 1946207465 08/03/18 TRACE #-122000499244368	3,011.30
08032018	3100 CALPERS 1946207465 08/03/18 TRACE #-122000499244370	2,463.31
08032018	3100 CALPERS 1946207465 08/03/18 TRACE #-122000499244426	3,011.30
08032018	3100 CALPERS 1946207465 08/03/18 TRACE #-122000499244428	2,463.31
08032018	3100 CALPERS 1946207465 08/03/18 TRACE #-122000499244430	6,081.98
08032018	INVESTMENT BFDS 943111333 08/03/18 TRACE #-011000029987558	245.15
08032018	INVESTMENT BFDS 943111333 08/03/18 TRACE #-011000029987559	245.15
08032018	INVESTMENT BFDS 943111333 08/03/18 TRACE #-011000029987560	692.30
08032018	INVESTMENT BFDS 943111333 08/03/18 TRACE #-011000029987561	692.30
08032018	WIRE TRANSFER FEE	15.00
08092018	GARNISH PAYCHEX CGS 1161124166 08/09/18 TRACE #-043000095480133	92.30
08092018	PAYROLL PAYCHEX - RCX 1161124166 08/09/18 TRACE #-111000020518312	53,421.45
08102018	HRS PMT PAYCHEX-HRS 2555124166 08/10/18 TRACE #-021000026062548	258.50
08102018	INVOICE PAYCHEX EIB 1161124166 08/10/18 TRACE #-021000021956949	220.20
08102018	TAXES PAYCHEX TPS 1161124166 08/10/18 TRACE #-091000010011294	11,565.87
	TOTAL	183,392.49