

**CITY OF SAN ANTONIO
INTERDEPARTMENTAL MEMORANDUM
DEPARTMENT OF AVIATION**

TO: Mayor and City Council

FROM: Kevin C. Dolliole, Aviation Director

THROUGH: Terry M. Brechtel, City Manager

COPIES: J. Rolando Bono, Deputy City Manager, Finance, Office of Management & Budget, Public Works, File

SUBJECT: Professional Services Agreement Amendment-Environmental Impact Statement Phase 2 at San Antonio International Airport

DATE: September 16, 2004

SUMMARY & RECOMMENDATION

This ordinance amends the professional services agreement with the firm of Booz Allen Hamilton (BAH) executed on September 25, 2003 in the amount of \$1,634,560.00, to provide planning services in connection with the Phase 2 of the Environmental Impact Statement (EIS) for San Antonio International Airport. The EIS is the initial step in addressing airfield capacity issues and, contingent upon a favorable Record of Decision from the FAA, will permit the design and construction of airfield capacity projects. Additionally, this ordinance appropriates \$86,000.00 for contingencies for a total appropriation of \$1,720,560.00.

Staff recommends approval of this ordinance.

BACKGROUND INFORMATION

The City has in its Five Year Capital Program certain airfield improvement projects, which are required to enhance airfield capacity. These projects include the extension of Runway 3/21, the reconstruction of Runway 12L/30R to air carrier standards and the construction of taxiways supporting these runway improvements.

Pursuant to the National Environmental Policy Act of 1969 (NEPA) and the Council on Environmental Quality (CEQ), it is necessary to conduct an EIS in order to implement these projects. The completion of the EIS is a pre-requisite for implementing any airfield improvements associated with capacity enhancements such as those planned for International Airport. Major elements of an EIS include evaluation of the proposed projects as they may impact noise, air and water quality, historic and cultural resources, endangered species, wetlands, energy and natural resources and light emissions.

The CEQ mandates that the FAA be prominently involved in the EIS process. As such the FAA assumes the role of lead agency in the preparation of an EIS. A Memorandum of Understanding

(MOU), executed on December 30, 2002, identified the responsibilities between the FAA and the City, and was the first step in implementing the EIS process.

Ordinance No. 98917, passed and approved by City Council on September 25, 2003, selected the firm of Booz Allen Hamilton to provide planning services in connection with and authorized the execution of the professional services agreement in the amount of \$681,731.00 for the Phase 1 work. During the Phase 1 presentation to council it was identified that the scope and fees for Phase 2 and 3 would be developed from the results of the Phase 1 findings and contract amendments will be brought forward in subsequent ordinances.

Phase 1 included development of activity forecasts, the purposes and need, alternatives and scoping process together with public workshops. Phase 2 includes development of a draft EIS and Executive Summary Report, as well as organizing and conducting public hearings. Major work efforts for this phase include:

Development Projects
Range of Development Alternatives
Range of Noise Abatement Alternatives
Air Quality
Construction Impacts
Conduct Pre-public Hearing Outreach Activities

Alternatives
Preparation of DEIS
Noise Reduction Recommendations
Environmental Consequences
Hold Public Hearings

This completion of Phase 2 is estimated to be in the fall of 2005.

POLICY ANALYSIS

This proposed action continues the policy of improving facilities at San Antonio International Airport and utilizing federal funding when available.

FISCAL IMPACT

The EIS is funded by the FAA Grant No. 3-48-0192-44-02 accepted on September 26, 2002 in the amount of \$750,000.00 and Grant No. 3-48-0192-46-03 accepted on August 14, 2003 in the amount of \$1,500,000.00, General Airport Revenue Bonds 2001 Construction Fund (\$250,000.00) and the Airport Improvement and Contingency Fund (\$500,000.00) for a total budget of \$3,000,000.00. Phase 1 and Phase 2 fees total \$2,316,291.00 which leaves a budget of \$683,709.00 for contingent expenses, administrative expenses and Phase 3 fees.

The total budget for all three phases are estimated to be \$3,000,000.00, of which \$2,250,000.00 is FAA grant funds and \$750,000.00 is the City's matching share.

COORDINATION

This request for ordinance has been coordinated with the Public Works, Finance and Management and Budget Departments.

SUPPLEMENTARY COMMENTS

The Discretionary Contract Disclosure signed by Booz Allen Hamilton is attached.



Kevin C. Dolliole
Aviation Director



J. Rolando Bono
Deputy City Manager

APPROVED:



Terry M. Brechtel
City Manager

City of San Antonio
Discretionary Contracts Disclosure*

*For use of this form, see City of San Antonio Ethics Code, Part D, Sections 1&2
Attach additional sheets if space provided is not sufficient.
State "Not Applicable" for questions that do not apply.*

** This form is required to be supplemented in the event there is any change in the information under (1), (2), or (3) below, before the discretionary contract is the subject of council action, and no later than five (5) business days after any change about which information is required to be filed.*

Disclosure of Parties, Owners, and Closely Related Persons

For the purpose of assisting the City in the enforcement of provisions contained in the City Charter and the Code of Ethics, an individual or business entity seeking a discretionary contract from the City is required to disclose in connection with a proposal for a discretionary contract:

(1) the identity of any ~~individual~~ who would be a party to the discretionary contract:

None

(2) the identity of any ~~business entity~~¹ that would be a party to the discretionary contract:

Booz Allen Hamilton, Inc.

and the name of:

(A) any individual or business entity that would be a **subcontractor** on the discretionary contract;

Synergy Consultants, Inc.
Barnard Dunkelberg & Company, Inc.
Adams Environmental, Inc.
Mestre Greve Associates

and the name of:

(B) any individual or business entity that is known to be a **partner**, or a **parent** or **subsidiary** business entity, of any individual or business entity who would be a party to the discretionary contract;

None

¹ A *business entity* means a sole proprietorship, partnership, firm, corporation, holding company, joint-stock company, receivership, trust, unincorporated association, or any other entity recognized by law.

- (3) the identity of any lobbyist or public relations firm employed for purposes relating to the discretionary contract being sought by any individual or business entity who would be a party to the discretionary contract.

None

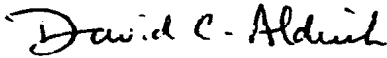
Political Contributions

Any individual or business entity seeking a discretionary contract from the city must disclose in connection with a proposal for a discretionary contract all political contributions totaling one hundred dollars (\$100) or more within the past twenty-four (24) months made directly or indirectly to any current or former member of City Council, any candidate for City Council, or to any political action committee that contributes to City Council elections, by any individual or business entity whose identity must be disclosed under (1), (2) or (3) above. Indirect contributions by an individual include, but are not limited to, contributions made by the individual's spouse, whether statutory or common-law. Indirect contributions by an entity include, but are not limited to, contributions made through the officers, owners, attorneys, or registered lobbyists of the entity.

To Whom Made:	Amount:	Date of Contribution:
None		

Disclosures in Proposals

Any individual or business entity seeking a discretionary contract with the city shall disclose any known facts which, reasonably understood, raise a question² as to whether any city official or employee would violate Section 1 of Part B, Improper Economic Benefit, by participating in official action relating to the discretionary contract.

None		
Signature:  David C. Aldrich	Title: Vice President Company: Booz Allen Hamilton	Date: 9/02/04

² For purposes of this rule, facts are "reasonably understood" to "raise a question" about the appropriateness of official action if a disinterested person would conclude that the facts, if true, require recusal or require careful consideration of whether or not recusal is required.

City of San Antonio

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(1) the identity of any **individual** who would be a party to the discretionary contract:

None

(2) the identity of any **business entity**¹ that would be a party to the discretionary contract:

None

and the name of:

(A) any individual or business entity that would be a **subcontractor** on the discretionary contract;

Adams Environmental, Inc.

and the name of:

(B) any individual or business entity that is known to be a **partner**, or a **parent** or **subsidiary** business entity, of any individual or business entity who would be a party to the discretionary contract;

None

¹ A *business entity* means a sole proprietorship, partnership, firm, corporation, holding company, joint-stock company, receivership, trust, unincorporated association, or any other entity recognized by law.

- (3) the identity of any lobbyist or public relations firm employed for purposes relating to the discretionary contract being sought by any individual or business entity who would be a party to the discretionary contract.

None


Political Contributions

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Signature: 	Title: Principal Scientist Company: Adams Environmental, Inc.	Date: September 1, 2004

² For purposes of this rule, facts are "reasonably understood" to "raise a question" about the appropriateness of official action if a disinterested person would conclude that the facts, if true, require recusal or require careful consideration of whether or not recusal is required.

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(1) the identity of any **individual** who would be a party to the discretionary contract:

Not Applicable

(2) the identity of any **business entity**¹ that would be a party to the discretionary contract:

Barnard Dunkelberg & Company, Inc.

and the name of:

(A) any individual or business entity that would be a **subcontractor** on the discretionary contract;

Not Applicable

and the name of:

(B) any individual or business entity that is known to be a **partner**, or a **parent** or **subsidiary** business entity, of any individual or business entity who would be a party to the discretionary contract;

Not Applicable

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- (3) the identity of any *lobbyist* or *public relations firm* employed for purposes relating to the discretionary contract being sought by any individual or business entity who would be a party to the discretionary contract.

Not Applicable

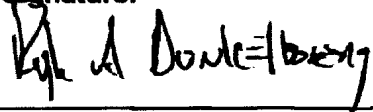
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None		
Signature: 	Title: Vice President Company: Barnard Dunkelberg & Company	Date: 9/1/2004

² For purposes of this rule, facts are "reasonably understood" to "raise a question" about the appropriateness of official action if a disinterested person would conclude that the facts, if true, require recusal or require careful consideration of whether or not recusal is required.

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(1) the identity of any individual who would be a party to the discretionary contract:

Mary L. Vigilante, President, Synergy Consultants, Inc.

(2) the identity of any business entity¹ that would be a party to the discretionary contract and the name of:

None

(A) any individual or business entity that would be a subcontractor on the discretionary contract; and the name of:

None.

(B) any individual or business entity that is known to be a partner, or a parent or subsidiary business entity, of any individual or business entity who would be a party to the discretionary contract;

None.

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None.

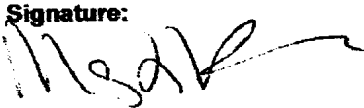
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Signature: 	Title: President Company: Synergy Consultants, Inc.	Date: 9-1-04

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(1) the identity of any **individual** who would be a party to the discretionary contract:

Not applicable

(2) the identity of any **business entity**¹ that would be a party to the discretionary contract:

Not applicable

and the name of:

(A) any individual or business entity that would be a **subcontractor** on the discretionary contract;

Mestre Greve, Inc., a California Corporation, doing business as Mestre Greve Associates

and the name of:

(B) any individual or business entity that is known to be a **partner**, or a **parent** or **subsidiary** business entity, of any individual or business entity who would be a party to the discretionary contract;

Not applicable

(3) the identity of any **lobbyist** or **public relations firm** employed for purposes relating to the discretionary contract being sought by any individual or business entity who would be a party to the discretionary contract.

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Not applicable


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Not applicable		

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Not applicable		
Signature: 	Title: Principal Company: Mestre Greve Associates	Date: 09-01-04

² For purposes of this rule, facts are "reasonably understood" to "raise a question" about the appropriateness of official action if a disinterested person would conclude that the facts, if true, require recusal or require careful consideration of whether or not recusal is warranted

Booz Allen Hamilton Inc.
8283 Greensboro Drive
McLean, VA 22102

Tel 1-703-902-5000
Fax 1-703-902-3333

www.boozallen.com

September 3, 2004

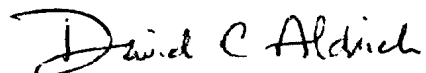
Leslie A. Heinen Jr., P.E.
Planning & Engineering Manager
San Antonio International Airport
9800 Airport Blvd.
San Antonio, TX 78216

Dear Mr. Heinen:

Booz Allen Hamilton is pleased to submit its Scope of Services dated August 30, 2004, to perform Phase 2, of the Environmental Impact Statement for San Antonio International Airport. We have also attached a cost estimate in the amount of \$1,634,560.00 to perform the tasks detailed in the Scope of Services. Booz Allen, as prime contractor, agrees to perform these services for the amount stated. Our proposed subcontractors for Phase 2 include Barnard Dunkelberg & Company, Inc., Synergy Consultants, Inc., Mestre Greve Associates, and Adams Environmental, Inc.

We appreciate the opportunity to assist you in the continuation of this assignment.

Sincerely,



BOOZ ALLEN HAMILTON INC.

David C. Aldrich
Vice President

Attachments

Attachment 1



San Antonio International Airport

Scope of Services

**Phase 2 – Draft Environmental Impact Statement, Executive Summary,
and Public Hearings**

**Reconstruction and Extension of Runway 12L/30R to Air Carrier Standards,
Extension of Runway 3/21, and
Implementation of a FAR Part 150 Noise Compatibility Plan Recommendation for
Runway 21 Departures**

San Antonio International Airport, San Antonio, Texas

Revised August 30, 2004

Detailed Scope – Phase 2 DEIS, Executive Summary and Public Hearings

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Detailed Scope – Phase 2 DEIS, Executive Summary, and Public Hearings

1.0 Project Management and Mobilization

As in Phase 1 of this project, Booz Allen Hamilton and its subconsultants (collectively referred to as the Consultant) will work collaboratively to accomplish the tasks described herein. For the purpose of defining the key entities holding responsibility for each task, the Consultant Team members for this Draft Environmental Impact Statement (DEIS) are designated as follows: Booz Allen Hamilton (Booz Allen or BAH) and/or its subconsultants, Barnard Dunkelberg & Company (BDC), Synergy Consultants, Inc. (Syn), Mestre-Greve Associates (MGA), and Adams Environmental, Inc. (Adams).

The Phase 2 Schedule of the following tasks is contained in Attachment 1 at the end of this Scope of Services.

Task 1.1 Strategic Approach.....BAH/BDC/Syn

Two (2) strategic approach meetings to address the preparation of the DEIS will be scheduled between members of the Federal Aviation Administration's (FAA) Project Team and the Consultant Team leaders during Phase 2. These meetings will be scheduled:

- After the FAA has made its initial airspace determination on proposed airfield improvements and recommended noise reduction measures; and
- After FAA review of the Preliminary DEIS.

The purpose of these meetings is to refine the description of actions to be included in the DEIS, confirm key public issues, coordinate public and agency coordination protocol, and discuss generalized technical approaches. The meetings will also facilitate the sharing of collective experiences in planning situations and enable the Teams to understand the philosophical approaches of the other parties. For cost estimating purposes, it is assumed that the (2) meetings will occur at the FAA's offices in Ft. Worth, Texas.

Booz Allen will prepare and submit written meeting summaries to FAA from each Strategic Approach Meeting. In addition, Booz Allen will prepare presentation materials (as appropriate) to facilitate each meeting.

Task 1.2 Maintenance of Electronic Document Management System.....BAH

The Electronic Document Management System (EDMS) used by the FAA and Consultant Team is an internet-based tool developed in Phase 1 to assist the FAA and its Project Team in managing the paperwork associated with the preparation of the DEIS. Through a secure Web site with multiple user access levels, authorized users can store electronic files, such as correspondence, deliverables, meeting minutes, planning studies, and other documents. Also, actual documents, such as .doc, .xls, or .pdf files, can be uploaded and linked to database records. Reports and search queries are also provided to allow the FAA's Project Team and the Consultant Team to search for documents that meet specified criteria, and then download the actual documents to their desktop. Additional functionality includes complete word-search ability for documents scanned with the latest technology used in the legal industry, word searching for summaries of hand-written documents, file exchange, automatic email notification, user account administration; and customized drop-down lists.

The EDMS database will ultimately include all documents currently at the FAA Ft. Worth Airport Development Office related to the proposed projects at San Antonio International Airport, and those documents used by the Consultant Team in the preparation of the DEIS and FEIS. This task includes the scanning, indexing, and incorporation of documents used or referenced during Phase 2 of the EIS process into the database.

Task 1.3 Team Collaboration

Effective communications within the Consultant Team and the FAA Environmental Specialist are paramount to providing quality directed services in the preparation of the DEIS. Booz Allen will augment written communications with regularly scheduled conference calls and Web based tools to manage working papers.

Task 1.3.1 Conference CallsBAH

Booz Allen is responsible for the planning and coordination of regularly scheduled conference calls with the Consultant Team. These calls will normally be scheduled every two weeks during Phase 2 and will include most of the entire Team; however, from time to time, reduced participation from some subcontractors is anticipated. For cost estimation purposes, a maximum of 28 Team conference calls are anticipated. Special weekly conference calls are anticipated for the Consultant Team leaders during periods when significant documentation is being prepared or edited.

Task 1.3.2 Web-Based Communication.....BAH

Additional provisions have been made for the electronic transfer of the most current working papers between Team members and the FAA Environmental Specialist via CommNet, a Web-based communications tool. This tool is particularly useful in verifying the status of working documents.

Task 1.4 Management of Subcontractors.....BAH

Booz Allen will oversee the contracts, work products, and scheduling of all work conducted by its subconsultants for this DEIS. Each subcontractor will be placed under contract to Booz Allen who will monitor their work such that all products are completed in accordance with the Scope of Services. A contract amendment will be used for subcontractors who participated in Phase 1. Booz Allen will review the work products to maintain consistency of approach and presentation, compliance with the Scope of Services, and to assure the highest levels of quality. Each subcontractor will submit monthly progress reports and invoices to Booz Allen's Project Manager for review, approval and submittal to the FAA and Sponsor.

Booz Allen will submit written monthly status reports to the FAA and Sponsor noting monthly and cumulative work completed, unresolved issues, and work to be undertaken in the upcoming period. Status reports will additionally include assessment of project completion with respect to the schedule. For cost estimating purposes, work in this task covers work performed during Phase 2 only.

Task 1.5 Coordination with FAA, Sponsor, and Agencies.....BAH/Syn/Adams

In addition to the monthly progress reports specified in Task 1.4, the Booz Allen Project Manager will maintain weekly telephone communication with the FAA's Airport Development Office in Ft. Worth, Texas.

The Consultant will prepare internal presentations for the FAA to describe the EIS process and special issues related to the Airport. The purpose of these presentations is intended for interdivisional briefings rather than the Strategic Approach referenced in Task 1.1. It is anticipated

that the Consultant will attend no more than two informal briefings during Phase 2 of the study (two meetings).

This task includes a provision for meetings with other Federal and State agencies, including meeting(s) with the Environmental Protection Agency (EPA) and Texas Commission on Environmental Quality (TCEQ) at which the Consultant may be requested to attend with the FAA. Coordination, including meetings with the U.S. Army Corps of Engineers (USACE), is anticipated to discuss jurisdictional and non-jurisdictional wetlands, floodplains, and the Edwards Aquifer Transition Zone, which extends beneath the Airport (two meetings).

The Consultant will meet with planning jurisdictions within the City of San Antonio to update and augment the Geographic Information System (GIS) data supplied by the Airport's Noise Office to include at a minimum, the areas contained within the existing and future 65 Day-Night Average Sound Levels (DNL) contour, and affected natural and physical features (one meeting).

The Consultant will prepare a presentation for the San Antonio City Council to be delivered no later than one week prior to the public hearings. The Consultant will be available to assist the FAA in addressing questions as necessary (one meeting).

Task 1.6 Phase 3 Scope and Budget BAH Team

Following the successful conclusion of all tasks in Phase 2, the Consultant and FAA Teams will prepare the scope and budget for Phase 3. The FAA will review comments received and a determination will be made regarding the amount and types of analyses and level of work effort necessary to successfully execute Phase 3, the FEIS. If deficiencies are anticipated, or if extraneous items are identified, the Consultant and FAA Teams will re-negotiate the terms under which work will proceed.

The Consultant will prepare and submit a Scope of Services for Phase 3 to the FAA for review. In addition, the Consultant will prepare and submit a corresponding Phase 3 budget for the Airport Sponsor to review and approve.

Task 1.7 Administrative File BAH Team

A complete and accurate Administrative File is essential to provide a record of the materials used by the FAA in its decision-making process required by the National Environmental Policy Act (NEPA). The Administrative File maintained by the Consultant will consist of a complete, well-organized database listing each document used or obtained by the Consultant in the preparation of the DEIS and FEIS. In addition, it will consist of an original and four (4) copies of all documents prepared by the Consultant to support the FAA's Record of Decision, including but not limited to: correspondence, references, maps and other exhibits, and other supporting documentation not covered by copyright laws. Electronic documents will be stripped of metadata containing information regarding creation, preparation, distribution, review, and revision before inclusion in the Administrative File. The Administrative File index will be prepared in hardcopy and in electronic format on CD-ROM to facilitate access to information.

Task 1.7.1 Assemble Administrative File (Phase 2) BAH Team

The Consultant will be responsible for the collection and compilation of all documents used in the preparation of the DEIS. Frequent communication between Booz Allen, its subconsultants, the FAA, and the Airport will be accomplished to collect relevant documentation. Booz Allen will be responsible for the maintenance and storage of an original and four (4) copies of all documentation prepared during the environmental process, beginning with the Phase 1 Workbook. These

materials will be transmitted to the FAA at the conclusion of the process concurrently with the FAA's preparation of the Record of Decision.

The documents collected for the Administrative File will be maintained chronologically, with pages numbered consecutively. The material will be compiled in three-ring binders and organized in volumes by document type. The documentation is expected to fall under the following general categories:

1. Formal Supporting Analyses, including:
 - a. Prior related Airport Master Plans,
 - b. Prior related Noise Compatibility Studies,
 - c. Land Use Plans, and
 - d. Other Planning and Support Documentation;
2. DEIS and FEIS (official drafts, but not the preliminary draft);
3. All scientific/technical reports and studies considered;
4. Documents included by reference, including FAA Orders and Advisory Circulars;
5. Original public comments and correspondence;
6. Original internal comments and correspondence;
7. Documented verbal comments;
8. Transcripts of scoping meetings and public hearings;
9. Minutes of meetings;
10. Printed documents and notices as published in the Federal Register;
11. Technical literature: records and materials about the chronological and historical development of the proposed action (for example, press releases, maps, photos, articles, publications, statutes, regulations);
12. Computer modeling;
13. Contracts; and
14. Record of Decision (last document added).

Task 1.7.2 Prepare Administrative File Index (Phase 2)BAH

An index of the Administrative File will be prepared and made available in hardcopy and in electronic format on CD-ROM to facilitate access to information. It is the intent to maintain the index in an electronic database that is password protected to prevent tampering. During Phase 2, the Electronic Document Management System referenced in Task 1.2 will be used to manage the documents contained in the Administrative File.

2.0 Preparation of DEIS

The FAA intends to prepare a DEIS, pursuant to NEPA in accordance with the requirements of FAA Orders 5050.4A (or subsequent revision) and/or FAA Order 1050.1E (which takes precedence), and Department of Transportation (DOT) Order 5610.1C (and any subsequent Orders which supersede, in whole or in part, these Orders). This DEIS will analyze and disclose the impacts associated with the proposed actions, including:

Runway Development Projects

- Reconstruction of Runway 12L/30R from general aviation to air carrier standards, including a major extension from 5,518 ft to approximately 8,250 ft and widening from 100 to 150 ft. Its associated taxiways would also be extended along with the extension of Taxiway R

parallel to the length of Runway 12L/30R after reconstruction. Land acquisition consisting of easements or fee-simple title for the installation of a CAT II/III instrument approach is anticipated.

- Extension of Runway 3/21 and Taxiway N to the northeast approximately 1,000 ft. The project would also include the extension of Taxiway Q to the northeast approximately 1,000 ft to coincide with the extension of Runway 3/21 as connected actions. The localizer for Runway 3 would require relocation closer to Salado Creek.

Noise Reduction Recommendations

The following Noise Reduction Recommendations were the subject of an Aeronautical Study and found objectionable from an airspace utilization standpoint. They will be described in the Alternatives chapter of the DEIS, but not carried forward for further analysis:

- Preferential Runway Use Program (FAR Part 150 ROA No. 3a). This action was recommended by the Airport's Federal Aviation Regulation (FAR) Part 150 Noise Compatibility Study and would establish a preferential runway use program minimizing departures on Runways 12L and 12R and arrivals on Runways 30L and 30R.
- Extend Runway 3/21 (FAR Part 150 ROA No. 3b). The project would extend Runway 3/21 and Taxiway N to the northeast approximately 1,500 ft, similar to the proposal above, except for the purposes of implementing the preferential runway use program.
- Runway 12R/30L and Runway 3/21 Intersection Removal and Extension to the Northwest (FAR Part 150 ROA No. 3c). This action would remove the physical intersection of the two runways and would consider the addition of approximately 400 ft to the northwest, thereby maintaining the current runway length. Although this project was identified in the FAR Part 150 Study for noise purposes, the proposal also has merit in preventing runway incursions.
- Runway 3 15° Turn (FAR Part 150 ROA No. 4). For Runway 3 departures, this action would establish a departure corridor that places aircraft over less densely populated areas east of Wetmore Road. Full and partial use of this measure was evaluated in the FAR Part 150 Study. To follow the corridor, pilots would generally initiate a turn of approximately 15° to the right as soon as possible after taking off from Runway 3 and then turn back to the left using the runway heading after crossing Wetmore Road thereby overflying less populated areas.

The following Noise Reduction Recommendation will be analyzed in the DEIS:

- Runway 21 Departure Corridor (FAR Part 150 ROA No. 5). This action would establish a departure corridor for Runway 21 that places aircraft over Interstate Highway 281.

Other Development Actions

- Lease of Airport Property for Commercial Uses. The proposed project area is located in the far north portion of the Airport, north of Starcrest and bound by Wetmore Road and Wurzbach Parkway. The land is not connected to the airfield. The parcel is approximately 180 acres of unimproved property consisting of open fields. The DEIS will study its use as a large commercial establishment or for warehousing.

The Consultant will assign personnel with appropriate technical background to accomplish required analyses and documentation and to prepare the DEIS. The Consultant will accept responsibility for factual material, results, and assumptions made by its Team members. The Consultant will use

professional judgment in accepting factual material, results, and assumptions made by others. The Consultant will identify the source of materials, analyses, and assumptions made by others.

Task 2.1 Project Background, Purpose and Need.....BAH/BDC/Syn

This task will describe the background, aviation demand, airfield requirements for runway development, and the history of the noise reduction recommendations. Additionally, it will describe the Sponsor's proposed action(s) and the Federal action(s) required, and will specify the underlying purpose and need(s) for the alternatives. Specifically, this task will document the capacity requirements and provide the runway length requirements for the proposed improvements, including:

- The reconstruction and extension of Runway 12L/30R from general aviation to air carrier standards; and
- The extension of Runway 3/21.

This task will present the problem being addressed by the proposed action(s) and the benefits of the proposed action(s). *Capacity calculations are not part of this task.* However, the DEIS will reference previous capacity analyses in the FAA's Aviation Capacity Enhancement Plan and calculations contained in the Airport's Master Plan. Actions that have the potential for cumulative impacts when considered with the proposed action(s) will be introduced along with the timing for implementation.

This task will distinguish between the need for the proposed action(s) and the desires or preferences of the FAA or Sponsor, and essentially provides the parameters for defining a reasonable range of alternatives to be considered in Task 2.2. The task will also cite applicable statutes and regulations.

Task 2.2 Alternatives

To evaluate the environmental impacts of airport development projects effectively, Federal regulations require that reasonable development alternatives, including the "No Action" alternative, be examined. The Council on Environmental Quality (CEQ) Regulations state that the alternatives section is the heart of environmental review and require the consideration of alternatives in documents prepared pursuant to NEPA. The purpose of this analysis is to inform decision makers and the public of reasonable alternatives that would minimize adverse impacts or enhance the quality of the human environment.

For the purposes of budgeting, it is anticipated that at least three (3) airport development alternatives will be examined in the DEIS: the no action/no build, at least one (1) other development scenario, and the Sponsor's proposed project.

Task 2.2.1a Range of Airport Development Alternatives.....BAH/BDC/Syn

This task is the substantive part of the DEIS and will present a comparative analysis of the no action/no build alternative, the proposed development-related actions, and other reasonable alternatives to fulfill the purpose and need(s) for the actions. It will identify the environmentally preferred alternatives in accordance with CEQ regulations. Alternatives not within the jurisdiction of the lead agency, but within the jurisdiction of the Federal government, will be considered. The range of alternatives that are anticipated to be considered in this task include:

- No action/no build;
- Use of alternative modes of transportation (car, bus, rail);

- Use of other airports;
- Use of technology;
- Demand/system management (national);
- Air traffic control procedures (local); and
- Build alternatives at San Antonio International Airport.

A graphic and/or tabular presentation of the comparative analysis will be developed to provide a clear choice among the alternatives. This task will also present a brief discussion of alternatives that were not considered and the rationale for not analyzing them in further detail. A summary will be prepared and will include a matrix of all alternatives and the justification for the elimination of any alternative. The premise for this rationale will be framed in terms of alternatives that are not reasonable due to their inadequacy in meeting the purpose and need(s) for the proposed action(s). Environmentally preferred alternatives are identified based on the information and analyses presented in the affected environment and environmental consequences sections of the DEIS.

Task 2.2.1b Range of Noise Abatement Alternatives.....BAH/BDC/Syn

This task will consist of identifying the range of noise abatement actions that would achieve the noise reduction goals associated with the Runway 21 Departure Corridor (FAR Part 150 ROA No. 5).

The range of alternatives to be considered in the DEIS to address the noise abatement needs include:

- No action;
- Air traffic control procedures (local); and
- Operational and land use alternatives.

A graphic and/or tabular presentation of the comparative analysis will be accomplished to provide a clear choice among the alternatives. This task will also present a brief discussion of alternatives that were not considered and the rationale for not analyzing them in further detail. A summary will be prepared and will include a matrix of all alternatives and the justification for the elimination of any alternative. The premise for this rationale will be framed in terms of alternatives that are not reasonable due to their inadequacy in meeting the purpose and need(s) for the proposed action(s). Environmentally preferred alternatives are identified based on the information and analysis presented in the affected environment and environmental consequences sections of the DEIS.

Task 2.2.2 Screening of Potential AlternativesBAH/MGA/Syn

Alternatives will be developed only to the extent needed for comparative evaluation with respect to the evaluation criteria. Airfield alternatives will be defined in terms of major parameters such as runway length, separation, and end locations. Noise abatement procedures will be defined based on changes in general operating parameters, such as airfield layout, runway use, and flight track locations. The evaluation of alternatives is intended to ensure that no environmentally superior reasonable alternative is eliminated from consideration. A key determinant of practicability or reasonability is the ability of the potential alternative to meet the purpose and need(s) for the proposed action(s). Other evaluation criteria will be incorporated and include:

- Effect on the utilization of airspace; and

- Airport operational implications.

Task 2.2.3 Refining Alternatives for Further Evaluation..... BAH/MGA/Syn

Based on the evaluation criteria contained in Task 2.2.2, potential alternatives may be down selected; those that remain will be recommended for detailed evaluation in Task 2.4, *Environmental Consequences*.

Task 2.3 Affected Environment

This task involves data collection and field investigations necessary to identify the background conditions from which environmental impacts of the project will be compared. Both on-site and off-site conditions will be identified. Background information will be gathered, as necessary, for various disciplines and concisely summarized in the DEIS. Maximum utilization of existing documentation will be made, including:

- Ricondo & Associates, Inc., Master Plan Study, January 1998.
- Ricondo & Associates, Inc., FAR Part 150 Noise Compatibility Study Update, August 2001.
- LLewelyn- Davies Sahni, Land Use Plan, San Antonio International Airport, 2004.

The Consultant Team will recommend for FAA approval a definition of the study area for each project and develop the general description of the natural and physical environment in the vicinity of the Airport. This work will include information from the Master Plan's Environmental Overview that will be updated to reflect alterations to the study area, and changes to the natural and physical environment that may have occurred in the intervening time period.

Task 2.3.1 Physical Environment..... BAH/BDC

This task will involve the identification and description of the existing environmental setting with respect to the physical features in the vicinity of the Airport. This task will describe such considerations as:

- Airport/Airfield Physical Features,
- Infrastructure, and
- Terrain, Geology, and Soils.

The Consultant will prepare an inventory and facilities requirements section as part of this task. The facilities inventory will evaluate and present the physical aspects of the airfield layout, terminal buildings, access roadways, and airport tenants. Airfield physical features consisting of runways, taxiways, airfield lighting, drainage, structures, NAVAIDS, and similar features will be documented. This element will resemble a "mini master plan" (i.e., the Inventory and Facility Requirements chapters of an Airport Master Plan) and will include an update of the changes occurring at the Airport since the most recent Master Plan. This task will also include a description of the roles of KellyUSA and Stinson Airport.

Off-Airport groundside physical features consisting of streets, highways, bridges, drainage systems, utilities, structures, and similar features in the vicinity of the Airport will be discussed. This effort will focus on all existing infrastructure on the Airport and in the surrounding community that would be impacted by the proposed projects.

A general discussion of topography, geology, and soils will be presented to familiarize the reader with the physical terrain in the Airport environs.

Task 2.3.2 Natural Environment.....BAH/Adams

This task will involve the identification and description of the existing environmental setting with respect to the natural features in the vicinity of the Airport. This task will describe such considerations as:

- Water Resources,
- Biotic Communities,
- Endangered and Threatened Species,
- Essential Fish Habitat, and
- Wetlands and Floodplains.

Biotic communities in the project area will be identified by an extensive literature search/review, field reconnaissance, and coordination with resource management agencies including the Natural Resource Conservation Service, U.S. Fish and Wildlife Service (USFWS), TCEQ, and Texas Parks and Wildlife. Biotic communities will be characterized and mapped using aerial photographs and ground observations. Results will be scored, quantified, and integrated into a GIS database for further sensitivity modeling and data analysis. The project area will be mapped showing color-coded areas of sensitivity.

This section of the DEIS will discuss the ecosystem as a whole with respect to plants, animals, surface water, and other natural resources. All aspects will be illustrated in a GIS map to show the areas of greatest sensitivity with respect to ecosystem components. The final discussion will relate each alternative's level of significance and determine which alternative minimizes impacts to the greatest extent.

Narratives and exhibits will be prepared describing the existing ecosystems, sensitive natural resources that may be present, and interactions with other biotic and non-biotic components of the environment.

Task 2.3.3 Socioeconomic and Demographic CharacteristicsBAH

The information gathered in this task will identify and describe the economic and demographic trends in the area to the extent that they may be affected by the development of the Airport. The analyses will focus upon the historical characteristics of the economy and projections of economic and demographic growth based on available statistical information. Historical trend data will be presented and summarized to document the area's existing social, economic, and demographic characteristics. Future economic and demographic projections through the year 2020 will be obtained and used as a basis to evaluate the project related impacts in Task 2.4. Specific attention will be placed upon the relative characteristics of specific population sub-groups including age, income, social groups, and ethnicity. This task will also address tourism and convention trends in San Antonio.

Task 2.3.4 Existing Noise.....MGA/Syn/BAH

The Consultant will prepare DNL noise exposure contours for the year 2003, based on the most recent 12 months of data available. The Consultant will develop an existing flight schedule using the Official Airline Guide and activity statistics requested from the Airport and FAA Air Traffic Control (ATC). Existing runway and flight track usage will be developed based on available radar data. Runway usage and flight tracks/usage will be confirmed through conversations with the FAA ATC and Airport staff.

The following existing conditions for aircraft noise analyses will be prepared:

- (a) Noise contours showing DNL of 65 dBA, 70 dBA, and 75 dBA (or others if requested) using the latest version of the FAA's Integrated Noise Model (INM); and
- (b) Grid point analysis showing DNL, single exposure levels (SEL), and time above 65 dBA, 75 dBA, 85 dBA, 95 dBA, and 100 dBA, as appropriate, at all noise sensitive non-residential facilities (including DOT Section 4(f) properties, schools, libraries, nursing homes, etc.), and in a grid consisting of a pattern of 1,000 ft increments within the DNL 60 DNL and greater noise exposure contour, and only be used to determine if a 1.5 DNL increase at a sensitive noise receptor exists. In addition, the Consultant will coordinate with Airport staff to identify up to 10 additional sites of sensitivity in the airport environs.

Task 2.3.5 Existing Land Use..... BAH/BDC

This task will involve the identification and description of cultural resources potentially affected by land acquisition, project development, and/or aircraft noise. The existing generalized land uses in the area will be identified and illustrated. Future land use plans will be reviewed to prepare a future land use map. Sensitive noise receptors, such as schools, hospitals, libraries, historical sites (Federal, State, and sites of local historical significance), parks/wildlife refuges, and museums, will be identified. A discussion of land use and zoning policies will be prepared. An overview of local government agencies with jurisdiction within the study area will be provided. All notable (i.e., large scale) planned development within the vicinity of the Airport will be identified, including planned roadway, rail, housing, recreational, and commercial/industrial proposals.

The updated GIS database prepared for use with the Airport's Land Use Study will be used to the extent practicable for this analysis. In order to assist in the assessment of noise impacts on individuals, a demographic database will be used including the incorporation of aerial photography, census data, and demographic characteristics within areas of potential impact, as explained in Task 2.3.3.

Task 2.3.6 Existing Air Quality

Two primary laws apply to air quality: NEPA, and the Clean Air Act (CAA). As a Federal agency, the FAA is required under NEPA to prepare an environmental document (e.g., EIS or environmental assessment) for major Federal actions that have the potential to affect the quality including air quality of the human environment.

The CAA established National Ambient Air Quality Standards (NAAQS) for six pollutants, termed "criteria pollutants." The six pollutants are: carbon monoxide (CO), lead (Pb), nitrogen dioxide (NO₂), ozone (O₃), particulate matter (PM-10 and PM-2.5), and sulfur dioxide (SO₂). The CAA requires each State to adopt a plan to achieve the NAAQS for each pollutant within timeframes established under the CAA. These air quality plans, known as State implementation plans (SIP), are subject to EPA approval. In default of an approved SIP, the EPA is required to promulgate a Federal implementation plan (FIP).

Task 2.3.6.1 Emissions Inventory..... MGA

The evaluation of air quality conditions will include a review of air quality measurements undertaken by the State and included in the SIP. Based on this analysis, and the activity schedule for 2003, the following evaluation will be prepared.

Preparation of an emissions inventory for:

- Carbon monoxide (CO),
- Nitrogen oxides (NO_x),
- Hydrocarbons (HC),
- Sulfur oxides (SO_x), and
- Particulates (PM₁₀ and PM_{2.5} if data is available).

The Consultant will use the FAA's most current version of the Emission Dispersion Modeling System to prepare a pollutant emissions inventory for aircraft, service vehicles, stationary sources (including run-ups and aircraft maintenance activities, if the data is available from the Airport), and surface transportation sources (i.e., surface roadways within airport property). The Consultant will then supplement this analysis with major point (i.e., fueling, heating, refrigeration and cooling, etc.) and area (i.e., parking lots) sources on Airport property and the nearby surface transportation sources.

In April 2004, the City of San Antonio was designated as being in non-attainment for the new 8-hour ozone standard. However, because an early action compact (EAC) was adopted, the area is not officially required to demonstrate conformity for this pollutant. Because of the air basin's status, it is anticipated that more than the minimum air quality analysis will be desired by local and State agencies. In a letter dated May 26, 2004, the Alamo Area Council of Governments (AACOG) indicated their desire to be involved in the preparation of the emissions inventory portion of the air quality analysis.

Task 2.3.6.2 Dispersion Modeling.....MGA/Syn

In the event that the milestones are not met and the City of San Antonio's deferment becomes an issue, the Consultant will meet with the AACOG to agree upon a modeling protocol to satisfy their requirements. For budgetary purposes, the Consultant proposes using the FAA's most current version of the Emission Dispersion Modeling System.

Once the emissions inventory has been prepared, as listed in Task 2.3.6.1, the Consultant will identify up to 10 sites to be used in the dispersion modeling as receptor sites. Using the Emission Dispersion Modeling System, pollutant concentrations will be identified for each receptor site for NO₂ (nitrogen dioxide) and CO. The pollutant concentrations will be compared with the NAAQS.

Task 2.4 Environmental Consequences

This task will involve the technical analyses of the direct and indirect environmental effects of the proposed development and reasonable alternatives for the specific impact categories listed in FAA Order 5050.4A (or subsequent order) and/or Order 1050.1E, as applicable. Where applicable, this task will also address any mitigation measures that may be required to avoid and/or minimize adverse effects. Although all impact categories will be fully addressed in the DEIS, the following tasks represent those primary impact areas associated with the proposed development and alternatives.

The base year of 2003 will be used to show growth impacts. An analysis of the combination of each project for the years 2010, 2015, and 2020 will be performed to assess the cumulative impact of the projects. This chapter of the DEIS will be organized to consider the individual and cumulative impacts of each project.

Task 2.4.1 Air QualityMGA/Syn

An emissions inventory will be prepared for all precursor pollutants for each year and alternative using the FAA Emission Dispersion Modeling System. Included in the emissions inventory will be on going operational emissions as well as emissions associated with construction/implementation of the proposed projects. This analysis will then be contrasted with the SIP. As the region is currently in attainment, preparation of a conformity analysis is not included in this scope of services. However, the comparison of the emissions inventory will be prepared to ensure that the pollutant levels within the SIP are not exceeded. When appropriate, mitigation measures will be proposed to avoid and/or minimize impacts. All modeling will be coordinated with the AACOG.

Although the area is designated attainment, it is anticipated the because of the EAC status relative to the 8-hour ozone standard (the EAC was put in place to avoid the non-attainment designation), agencies, including the AACOG, may wish to have supplemental information as to the impact of the proposed project on local air quality. Therefore, a dispersion analysis will be conducted for the proposed airport development alternatives.

Task 2.4.2 Coastal Resources.....BAH

A determination of potential impacts will be conducted to determine the project's consistency with the Texas Coastal Management Program, the Federal Coastal Barriers Resource Act of 1982, and the Coastal Barrier Improvement Act of 1990. Coordination will be accomplished with the Texas General Land Office, Coastal Coordination Council to document that the proposed projects will not affect these resources. Coastal barriers are not applicable to this location and will be documented as such.

Task 2.4.3 Compatible Land Use BAH/BDC

Two forms of compatible land use will be considered. First, compatibility of the noise exposures (identified in Task 2.4.13) for each alternative will be assessed. Secondly, the compatibility of the proposed improvements relative to land use plans of nearby jurisdictions will be assessed.

These analyses will include a discussion of the noise impacts associated with each alternative over areas of incompatible development, as compared to the no action/no build alternative. This includes size of the noise exposure areas, population, housing units, schools, churches, and other non-residential noise sensitive uses. Available mitigation measures will be addressed, including the implementation of noise reduction recommendations contained in the FAR 150 Study. Population and housing unit estimates will be developed from the Airport's Land Use database.

The land use maps updated with the noise exposure contours produced in Task 2.4.1 will be used for the analysis of compatible land uses relative to noise and proposed on-site land use. Non-compatible land uses within the 65 DNL and greater contours will be identified.

Population and housing unit counts will be completed for the development alternatives chosen in Task 2.2 using the GIS information. The affected population/dwelling unit counts will be summarized in tabular form. Additional noise sensitive uses including schools, religious institutions, and properties protected by DOT Section 4(f) will also be tabulated. In the case of schools, student population will be indicated.

Task 2.4.4 Construction ImpactsBAH

Construction activities can create impacts at the construction site and in the surrounding area. These impacts are generally temporary in nature, and subside once the construction is completed.

Through prudent engineering and construction practices, construction impacts associated with most airport development can be mitigated.

Construction impacts associated with the proposed development will be investigated. Temporary measures to mitigate construction impacts will be identified. These could include such items as erosion control, temporary detention basins, and construction material haul routes. Provisions of FAA Advisory Circular 150/5370-10A will be included. Of specific concern is the impact to water quality, flooding, or off-airport impacts association with construction activities.

Air and noise emissions from construction related activities will be addressed qualitatively in Tasks 2.4.1 and 2.4.13.

Task 2.4.5 Department of Transportation Act: Section 4(f)BDC/Syn/BAH

DOT Section 4(f) provides that the Secretary of the Department shall not approve any program or project which requires the use of any publicly owned land unless there is no feasible and prudent alternative to the use of such land, and such a project or program includes all possible planning to minimize any adverse effects resulting from the use of the land.

DOT Section 4(f) lands include:

- Land from a public park;
- Recreation area;
- Wildlife and waterfowl refuge of national, State, or local significance; or
- Land of an historic site of national, State or local significance as determined by the officials having jurisdiction.

If there is no physical taking of such public land, but there is the possibility of adverse impacts such as increased noise or air pollution, the FAA will determine if the increase in activity associated with the project is compatible with the normal activity associated with the land.

An analysis of all potential Section 4(f) properties as well as 6(f) properties will be conducted as part of this project. Such properties will be identified, described, and potential impacts evaluated. Consideration will be given to all potential uses of such properties, including direct use and constructive use. If required, Section 4(f) and Section 6(f) statements will be prepared.

Task 2.4.6 FarmlandBDC

FAA Order 1050.1E requires that if farmland is to be converted to other uses as a result of the proposed action or induced development, then consultation with the U.S. Department of Agriculture Natural Resources Conservation Service to determine if the Farmland Protection Policy Act (FPPA) applies.

Farmland values will be identified based upon the criteria of the FPPA. Within potential acquisition areas, prime farmlands will be identified and delineated with data and information from the Soil Conservation Service. Coordination with the Service will take place to identify prime farmland impacts. The National Agricultural Land Evaluation and Site Assessment (LESA) methodology and Form AD-1006, *Prime Farmland Conversion Rating*, will be used to determine impacts.

Task 2.4.7 Biotic Communities

All biotic communities, including flora and fauna, which exist in the immediate area of the proposed Airport will be generally described and documented in the DEIS. The potential impacts to these communities due to the implementation of each alternative will be quantified and compared. The results will be coordinated with the appropriate Federal, State, and local agencies.

Task 2.4.7.1 Fish, Wildlife, and Plants..... Adams/BAH

Potential direct and indirect impacts to biotic communities caused by the actions under consideration will be evaluated based on the current condition of the biotic communities in the project area. The plant communities will be characterized according to percent composition based on foliar cover. The current level of succession and time requirement for full recovery from action impacts will be estimated using range site indices and other similar information. If present, undisturbed areas and areas experiencing similar impacts will be used for impact and recovery analysis. Cumulative impacts to the biotic communities will also be estimated by locating similar actions in the immediate area.

Descriptions of the plant and animal communities will be provided in narrative text, exhibits, and tabular format. Discussions of impacts to the biotic communities will be provided in text format and sensitive areas will be delineated using a scoring technique tied to GIS modeling.

Task 2.4.7.2 Endangered and Threatened Species..... BAH/Adams

Subsequent to initial agency coordination, literature searches and field reconnaissance will be conducted in order to describe the historic and current status of flora and fauna in the study area that are protected by the Endangered Species Act (ESA) and similar State legislation. Field reconnaissance investigations will consist primarily of identifying and characterizing existing habitat conditions in relation to the potential for listed species and/or critical habitats to occur. Habitat supporting Federally listed species is not anticipated for the area. Some State listed species habitat may be present, especially in and along riparian corridors. If State or Federal agencies require specific detailed surveys for any listed species, the project area would be scoped and additional costs would be identified as provided in Task 6.0. Any such species and/or critical habitats will be qualitatively described and mapped. In the event that a Federal listed species is found within the project area, the Consultant will make a recommendation to the FAA about whether a consultation with the USFWS will be required under Section 7 of the ESA.

Historic information on the Federal and/or State listed species in the area will be discussed and the location of documented habitat will be provided in the DEIS. Areas of concern, if present, will be mapped and scored using GIS. Impacts and time requirements for recovery will also be discussed in detail.

Task 2.4.8 Floodplains BAH/Adams

The effect of the proposed alternatives upon designated floodplains and floodways will be determined in compliance with Executive Order 11988. Such areas will be identified through Federal Emergency Management Administration (FEMA) Flood Insurance Rate Maps. This Scope of Services assumes that the floodplains have been previously mapped by FEMA and new mapping will not be required. This task will include a description of natural and beneficial values and a description of floodplain mapping.

Task 2.4.9 Hazardous Materials, Pollution Prevention, and Solid Waste.....BAH

This task addresses three distinct elements as they relate to airport development: the proximity of waste disposal sites to an airport, additional solid waste generated by the proposed development, and the consideration of hazardous materials.

FAA Order 5200.5A, *Waste Disposal Sites on or Near Airports*, provides guidelines concerning the establishment, elimination, or monitoring of landfills, open dumps, waste disposal sites or similarly titled facilities on or in the vicinity of airports. These types of facilities, used for operations to process, bury, store or otherwise dispose of waste, trash and refuse, will attract rodents and birds. Since the potential for bird strikes erodes the safety of the airport environment, waste storage facilities are undesirable and potentially hazardous to aviation. An additional hazard is created if the dump is ignited and produces smoke.

The potential impacts of the proposed runway upon solid wastes will be determined. In addition, the regional solid waste disposal concerns will be considered. This will include an analysis of distance from proposed development to existing or potential disposal areas.

Consistent with FAA Order 1050.1E, the DEIS will assist the FAA in determining whether hazardous wastes as defined in 40 CFR Part 261 (Resource Conservation and Recovery Act [RCRA]) will be generated, disturbed, transported or treated, stored or disposed, by the action(s) under consideration. To the extent that the existence of hazardous wastes affects phasing of project construction, analysis of alternatives, and consideration of mitigation measures, the means for compliance with applicable regulations will be discussed.

The DEIS will analyze alternatives considering applicable permitting requirements, and in the case of direct actions or funding, Federal and State guidelines and regulations on procurement of recycled or recyclable productions, the source separation and recycling of recyclable products and solid waste storage, transport, or disposal.

If applicable, the DEIS will analyze the cost and feasibility of alternatives regarding the avoidance or use of hazardous materials, hazardous wastes, recycled materials, recyclable products, and any related need for permits, remediation, storage, transport, or disposal.

The DEIS will indicate the presence of any sites within the action area listed or under consideration for listing on the National Priorities List (NPL) established by EPA in accordance with the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA). The NEPA documentation will include a discussion of the impact of any NPL or NPL candidate sites on the action and/or impacts of the action on any NPL or NPL candidate sites. The DEIS will also identify sites in the vicinity that have been designated RCRA Solid Waste Management Units (SWMUs) and that may impact or be impacted by the action.

The DEIS will provide evidence that consultation with the appropriate State agency (or EPA) has been initiated. If a formal agreement has been reached, it will be included in the document itself or incorporated by reference, as appropriate. In many cases, construction may not commence until a formal agreement between the FAA (or Sponsor) and the State agency (or EPA) has been executed.

The DEIS will also contain a discussion of provisions to be followed that in the event previously unknown contaminants are discovered during construction, or a spill occurs during construction, work should stop until the National Response Center is notified.

Task 2.4.10 Historic, Architectural, Archaeological, and Cultural Resources.....BAH

All National Register eligible and listed historic resources within the project area will be assessed using the criteria of effect presented in 36 CFR 800.9. In addition, the Consultant will identify all sites of State and local significance. At the direction of FAA, the Consultant will coordinate with the State Historic Preservation Officer (SHPO) concerning this assessment of effects.

Based on coordination with the SHPO, the FAA will determine whether the proposed action is an "undertaking," as defined in 36 CFR 800.16(y) and whether it is a type of activity that has the potential to cause effects on historic properties. If the agency determines, and the SHPO/Texas Historic Preservation Office (THPO) concurs, that the action is not an undertaking or is an undertaking but does not have the potential to an effect on historic properties, a historical or cultural resource survey is not necessary and the FAA may issue a determination that the action is not an undertaking or has no effect.

If the action is an undertaking and may have an effect, the area of potential effect (APE) and the historical or cultural resources within it would be identified. In this case, additional work will be required by the Consultant and will be performed under the terms of Section 6.0.

As directed by the FAA, a survey of the APE will be performed by the Consultant to identify properties potentially eligible or listed on the National Register of Historic Places. If any eligible or listed property is identified within the area of the proposed action's APE, the Advisory Council on Historic Preservation's (ASHP) regulations, Protection of Historic Properties (36 CFR Part 800) will be consulted and followed.

To assess effects of the undertaking on identified historic properties located in the APE, the Consultant will assist the FAA in applying the Criteria of Effect listed in 36 CFR Part 800 in consultation with the SHPO/THPO. If the criteria in 36 CFR Part 800 indicate and the SHPO/THPO agrees that the action would not affect any listed or eligible property, then a finding of no historic properties present or affected accompanied by the SHPO's/THPO's letter and any documentation 36 CFR Part 800 requires must be sent to the ACHP with a notice to that effect and be included in the environmental document.

This task includes the application for the Texas Historical Commission Antiquities Permit, a pedestrian survey and shovel testing, the recording and registration of all archaeological sites within the project area (180 acre proposed commercial development area, the end of Runway 3/21, and the northwest end of the proposed Runway 12L/30R reconstruction), coordination between the State Historic Preservation Office (SHPO) and any Federal oversight agencies, the completion of the final report of the findings of the survey, and the curation of all recovered artifacts at the Center's curation facility. Any additional analysis will be performed under the provisions of Task 6.0.

Task 2.4.11 Light Emissions and Visual Impacts.....\BDC/BAH/Syn

Aviation lighting required for airfield and terminal lighting, obstruction marking, navigational aids, and automobile parking facility lighting are the chief contributors to light emissions from airports. Airport-related light emissions are considered to have a noticeable adverse impact if light is directed toward residential areas. An analysis is necessary when the proposed projects include the introduction of new airport lighting facilities that may affect residential or other sensitive land uses. However, this typically occurs only in unusual circumstances (e.g., when high intensity strobe lights shine directly into residential areas).

The potential for the intrusion of additional light emissions in sensitive areas will be evaluated for all alternatives. The analysis will consider the effects of new lighting systems and navigational systems.

The visual and aesthetic effects of the proposed airport will be addressed. Commitments will be provided in the DEIS that any building and design codes will be met.

Task 2.4.12 Natural Resources and Energy Supply.....BAH

The effects of airport development on energy and natural resources are generally related to the amount of energy required for stationary facilities (i.e., terminal building heating and cooling facilities, airfield lighting systems), and the movement of aircraft and ground vehicles. The effects of airport development on natural resources typically relates to basic materials required for construction (e.g., gravel, fill dirt, etc.). For most airport actions, changes in energy or other natural resources consumption would not result in significant impacts unless the analysis indicates that demand exceeds supplies.

The effect of the proposed runway development on energy supplies and natural resources shall be evaluated and documented. This would include the effects on vehicular energy utilization, electrical requirements, and the use of any resources that may be in limited supply. The analysis will also include an assessment of the use and extraction of such items as oil, gas, mineral, and other natural resources reserves.

The Consultant will identify impacts from each alternative on energy supply and natural resources, to include consumable resources that may be in limited supply, and impacts on the extraction of natural resources (i.e., gas, oil, mineral, and other natural resources). The Consultant will analyze potential impacts and make comparisons among the alternative runway configurations under consideration.

It is the policy of the FAA, consistent with NEPA and the CEQ regulations, to encourage the development of facilities that exemplify the highest standards of design including principles of sustainability. Principles of environmental design and sustainability, including pollution prevention, waste minimization, and resource conservation (including water) should be followed generally in project or program planning. The Consultant will discuss methods to expand or incorporate the use of renewable energy, to reduce petroleum use, total energy use and associated air emissions, and water consumption consistent with Attachment 1, FAA Order 1050.1E, Section 13.

Task 2.4.13 Noise MGA/Syn/BAH

The potential for noise impacts as a result of the proposed projects and reasonable alternatives will be examined through the description of existing noise levels, the modeling of future noise levels, and by considering approved FAA guidelines for land use compatibility determinations.

Where appropriate, FAA approved forecasts will be used (i.e., FAA's 2003 Terminal Area Forecast). The Consultant will use the latest version of the INM to evaluate noise exposure levels. The INM evaluation will include a noise contour analysis described below:

Noise contours in the DNL metric will be developed for each scenario in increments of 65, 70, and 75 DNL. The contours will be compared to existing and future land uses and the FAA noise compatibility guidelines contained in FAR Part 150 to estimate land use compatibility impacts. The area of each land use type, location of sensitive sites, the number of homes and population within the noise contours will be estimated. Supplemental metrics, such as SEL and Time Above, will be used in accordance with the methodology discussed in Task 2.3.4. The 60 DNL will only be generated if a 1.5 DNL increase at a sensitive noise receptor is identified in the 65 DNL. If applicable, any 3 DNL increases at noise sensitive receptors within the 60 DNL will be identified.

Task 2.4.14 Secondary (Induced) Impacts

Major development proposals often involve the potential for secondary (induced) impacts on surrounding communities. When such potential exists, the DEIS will describe in general terms such

factors. Examples include: shifts in patterns of population movement and growth, public service demands, and changes in business and economic activity to the extent influenced by the Airport development. Induced impacts will normally not be significant except where there are also significant impacts in other categories, especially noise, land use, or direct social impacts. In such circumstances, those categories will be cited.

Task 2.4.14.1 Demographic Impacts.....BAH

Regional and local growth patterns will be identified, including the potential for additional housing, service establishments, retail, and other sectors of the economy. Development trends will be established geographically for the surrounding communities. Various factors will include land use development trends; potential displacement and differential economic impacts of changes in rents, etc.; business development; employment and income by sector; employment opportunities; population growth potential; and changes in demographic patterns.

Task 2.4.14.2 Infrastructure ImpactsBAH/BDC

Potential impacts upon infrastructure will be evaluated for each alternative based upon information developed in the DEIS. An estimate of potential project-related demands will be based upon regional standards of facility and service requirements. Requirements for additional capacity and potential mitigation measures, including planning/regulatory controls will be identified. The analysis will consider all significant infrastructure components that have the potential to influence, or be influenced by the Airport and associated induced growth. Such infrastructure components will include roadways, rail, pipelines, utilities, water supply, sewage treatment, etc. Such capacities and service requirements will be for comparison and planning purposes only and are not intended for design or construction purposes. In addition, the secondary (induced) impacts will be considered qualitatively to the extent needed.

Task 2.4.15 Socioeconomic Impacts, Environmental Justice, and Children's Environmental Health and Safety Risks

Aviation development affects not only the natural environment but also the human environment. Therefore, consideration of social impacts is required to determine the potential effects of airport development on the human environment.

Task 2.4.15.1 Environmental Justice.....BAH/Syn

Executive Order (E.O.) 12898, *Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations*, including the accompanying Presidential Memorandum, and DOT Order 5610.2, *Environmental Justice*, require meaningful public involvement of minority and low-income populations and analysis, including demographic analysis identifying and addressing potential disproportionately high and/or adverse impacts on these populations. Included in this analysis is the disclosure of the effects on subsistence patterns of consumption of fish, vegetation, or wildlife, and effective public participation and access to this information. The Presidential Memorandum that accompanied E.O. 12898, as well as CEQ and EPA environmental justice guidance, encourage consideration of environmental justice impacts, especially to determine whether a disproportionately high and adverse impact may occur. Environmental justice is examined during evaluation of other impact categories, such as noise, air quality, water, hazardous materials, and cultural resources.

When performing analyses of environmental justice impacts, the Consultant will consider the Department of Health and Human Services (HHS) poverty guidelines specified for use by DOT Order 5610.2, and the Census Bureau's poverty threshold specified for use in the CEQ and EPA environmental justice guidance; the poverty thresholds differ slightly (e.g., \$12,100 and \$12,674, respectively, for a family of four in 1989). An analysis of the environmental justice effects will

require the use of census data for establishing the demographic and socioeconomic baseline. Use of the Census Bureau's poverty threshold is consistent with the best available demographic data and is appropriate for use in environmental justice impact analysis for NEPA purposes. However, the HHS poverty guideline, which is updated every year on a nation-wide basis, may also be applicable in situations where, for example, survey data is available to identify pockets of poverty within census tracts or sectors. The Consultant will assist the responsible FAA official in determining the most appropriate poverty value.

This analysis is triggered when the potential for significant impact exists due to extensive relocation impacts, fragmentation of neighborhoods and communities, disproportionately high adverse impacts on minority or low-income communities, or other significant community disruption. In these cases, the DEIS will describe the degree of impact and to identify mitigation or alternatives that could minimize such adverse effects.

Task 2.4.15.2 Children's Environmental Health and Safety RisksBAH

Pursuant to E.O. 13045, *Protection of Children from Environmental Health Risks and Safety Risks*, Federal agencies are directed, as appropriate and consistent with the agency's mission, to make it a high priority to identify and assess environmental health risks and safety risks that may disproportionately affect children. Agencies are encouraged to participate in implementation of the E.O. by ensuring that their policies, programs, activities, and standards address disproportionate risks to children that result from environmental health or safety risks.

This analysis is triggered when the potential for significant impact exists, disproportionate health and safety risks to children are present, or other significant community disruptions. In these cases, the DEIS will describe the degree of impact and will identify mitigation or alternatives that could minimize such adverse effects.

Task 2.4.15.3 Socioeconomic ImpactsBAH

If acquisition of real property or displacement of persons is involved, 49 CFR Part 24 (*Implementing the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970*), as amended, must be met for Federal projects and projects involving Federal funding. The FAA, to the fullest extent possible, observes all local and State laws, regulations, and ordinances concerning zoning, transportation, economic development, housing, etc. when planning, assessing, or implementing a proposed action. (This requirement does not cover local zoning laws, set-back ordinances, and building codes because of Federal government exemptions.)

The Consultant, under the direction of the FAA, will contact local transportation, housing and economic development, relocation, social agency officials, and community groups regarding the social impacts of the proposed action(s). The principal social impacts to be considered are those associated with relocation or other community disruption, transportation, planned development, and employment. The DEIS will provide estimates of the numbers and characteristics of individuals and families to be displaced, the impact on the neighborhood and housing to which relocation is likely to occur, and an indication of the ability of that neighborhood to provide adequate relocation housing for the families to be displaced. The DEIS will include a description of special relocation advisory services to be provided, if any, for the elderly, handicapped, or illiterate regarding interpretation of benefits or other assistance available.

Task 2.4.16 Water QualityBAH/Adams

Airport activities can affect water quality, primarily due to storm water runoff that carries pollutants from paved surfaces. Pollutants typically found in airport runoff include spilled oil and fuel, loose debris, and accidentally discharged chemicals. Water pollution problems can be intensified during

the winter when deicing/anti-icing compounds are used to clear ice and snow from runways, taxiways, apron, and aircraft. Contaminated runoff generated in this manner is classified as “non-point” source pollution.

The Federal Water Pollution Control Act, as amended by the CWA, provides the Federal government with the authority to establish water quality standards, control discharges into surface and subsurface waters, develop waste treatment management plans, and issue permits for dredge and fill material. Since the initial enactment of these acts, the significance of adverse water quality impacts resulting from non-point sources of pollution has been increasingly recognized. This is evident by the 1987 Water Quality Act, which amended the CWA to specifically address non-point source pollution. In addition, since these acts were created, a variety of State and local regulations have been promulgated to address storm water runoff and non-point source pollution. The regulations are directed toward controlling the quantity and quality of storm water runoff from existing industrial facilities. Recently, through changes to the National Pollution Discharge Elimination System (NPDES), the EPA has specifically included airports as “industrial facilities” and, in particular, considers deicing activities at airports to be a “priority concern.”

Recognizing the value of controlled drainage and clean water, the following potential impact categories will be examined:

- Existing Facilities,
- Storm Water Runoff (i.e., water quantity and quality),
- Wastewater Generation, and
- Erosion and Siltation.

The effects of the proposed project(s) upon water quality will be examined and runoff volumes will be documented. Methods to control peak flow and mitigate water quality impacts will be presented.

Surface and ground water resources in the vicinity of the sites will be identified and described. Baseline water quality information will be collected from available sources. No water quality sampling or underground tracings will be performed. The Consultant will coordinate with Federal, State, and local agencies to determine permit requirements and mitigation plans, as needed. An assessment of remediation requirements and potential impacts will also be documented in the DEIS. Evaluation of the potential impacts of the proposed project(s) on the recharge zones of the Edwards Aquifer potable water supply will also be considered, including coordination with the Edwards Aquifer Authority. This Scope of Services does not include any actions necessary to obtain a construction permit or any other type of permit.

The Consultant will identify and acquire hydrologic studies of the current drainage system, verify the drainage patterns through field observations, determine increased demand on the system for each alternative, evaluate the proposed conditions, and determine an appropriate new system to accommodate each alternative. The Consultant will coordinate with Federal, State, and local agencies to determine permitting and mitigation requirements for altering the storm water control system. Point and non-point storm water pollution controls will be analyzed in accordance with the guidelines outlined in both the Airport’s Storm Water Pollution Prevention Plan and NPDES Storm Water Drainage Permit. Primary tributaries and watersheds associated with the Airport, including Salado Creek, Olmos Creek, and Edwards Aquifer recharge zone will be the focus of the analysis.

A determination of potential impacts will be made, including impacts to potable water supplies (Edwards Aquifer), and whether remediation will be required. If remediation is required, the

Consultant will determine the level of remediation required. The analysis will describe the results of the storm water analysis, the results of agency coordination and permitting/mitigation requirements, and describe remediation requirements and potential impacts, including impacts to potable water supplies.

Task 2.4.17 Wetlands BAH/Adams

Due to the increased awareness of the value of wetlands and pursuant to E.O. 11990, wetlands are included in the environmental review process. Wetlands are those areas that are inundated by surface or ground water with frequency sufficient to support, and under normal circumstances, do or would support a prevalence of vegetative or aquatic life that requires saturated or seasonally saturated soil for growth and reproduction. Wetlands generally include swamps, marshes, bogs, and similar areas such as sloughs, potholes, wet meadows, rivers, and natural ponds. Moreover, wetlands provide a valuable source of nutrition and habitat for a wide variety of plant and animal life.

The purpose of this task is to identify and delineate wetlands and other surface waters of the U.S. on Airport property and to classify and describe functional values of wetlands in the overall project area (both on and off-Airport). It is not anticipated that a jurisdictional determination or a Section 404 permit for wetlands and surface waters on the Airport from the USACE will be necessary. However, an application for a permit could be accomplished as an extra service under the conditions of Section 6.0, in Phase 3 of the study, or prior to construction.

Boundaries of the wetlands found on the project area will be delineated using the Routine Wetland Determination Method and Guidance provided in the USACE March 1992 Technical Memorandum Regarding Clarification of the 1987 Manual. Plants will be categorized according to vegetative strata including trees, saplings, shrubs, woody vines, and herbaceous vegetation. Dominant species in each stratum will be identified and the foliar cover of each visually estimated within a 30 to 50 foot radius. Plant composition will be determined at each sampling point within each plant community. Data will be recorded for dominant vegetation determination and subsequently subjected to a standard analysis in order to determine dominant species.

Using a sharpshooter shovel, a small pit will be excavated approximately 15 to 18 inches deep for the purpose of describing the soils and hydrology at each sampling site. Soils will then be characterized according to texture, color, and mottling, and the depth of saturated soils and/or the water table will be measured. When the sampling is completed, the boundaries between the upland areas and wetland areas will be mapped and flagged in the field.

At least three photographs will be taken at each sampling site. These include a photograph of the soil profile, a photograph of the soil pit, and a photograph of the plant community in general. Coordination with the USACE will be conducted to initiate and follow through the delineation process. A general wetlands inventory will be conducted for wetlands within ½ mile of Airport bounds (off-airport wetlands), on a regional scale for purposes of gross alternatives evaluation and comparisons, and at a more detailed level for agency concurrence within the existing Airport boundaries. Source information for regional wetland inventory will include National Wetlands Inventory (NWI) mapping and field observations, supplemented by any additional detailed reports, if available. Wetland classification and qualitative functional assessment per USACE guidelines will be conducted for both on-Airport and off-Airport wetlands in the study area.

Surface water impacts are becoming significant issues for projects, especially since the USACE has become more protective of intermittent and ephemeral streams. Both intermittent and ephemeral streams flow through the project area and will be characterized and mapped for use in the DEIS.

Boundaries will be identified according to definitions of the Ordinary High Water Mark provided by the USACE.

Impacts to surface waters and wetlands by each alternative action will be discussed and the actions scored according to the level of impact. All surface waters and wetlands will be mapped and scored according to sensitivity impacts using GIS. All information gathered on wetland and surface waters will be documented using test descriptions, tables, and map exhibits.

This cost proposal does not include the cost of surveying the delineated wetlands (i.e., certified by a registered professional engineer).

Task 2.4.18 Wild and Scenic Rivers.....BAH

The Wild and Scenic River Act (PL 90-542) describes those river areas eligible to be included in a system afforded protection under the Act as free flowing and possessing outstandingly remarkable scenic, recreational, geologic, fish and wildlife, historic, cultural, or other similar values.

The potential impacts to any designated or proposed wild and scenic rivers will be determined through coordination with the Department of the Interior (DOI). This analysis will investigate the current status and classification of rivers within the area of potential impact in accordance with the Act. No significant impacts to such resources are anticipated for the study area.

The Consultant will coordinate with DOI and the State of Texas to determine whether there are National or State-designated wild and scenic rivers within the study area. The Consultant will analyze potential impacts to these systems and coordinate with appropriate agencies on mitigation measures.

The analysis will describe whether Federal or State wild and scenic rivers are within the study area and the potential impacts to those streams will be under each alternative.

Task 2.5 Other Consequences BAH/Syn

Any other environmental considerations that may be applicable to the alternatives considered will be addressed as required by FAA Order 5050.4A (or subsequent order) and/or Order 1050.1E, as applicable. The proposed project's relationship to other plans, directives, and goals of the area will be studied. Cumulative impacts, where appropriate, will be analyzed and discussed for each alternative under each impact category and summarized in this section of the DEIS. All induced impacts will be identified but not quantified. The Consultant will identify other applicable environmental considerations focusing on cumulative impacts and develop impact analysis for any identified consequences.

Adverse impacts that cannot be avoided, such as short-term uses or long-term productivity, and irreversible and irretrievable commitments of resources will be summarized in this task. These discussions will also examine, as applicable, the extent to which the proposal involves tradeoffs between short-term environmental gains at the expense of long-term losses or gains at the expense of short term losses and the extent to which the proposal forecloses or broadens future options.

3.0 Documentation

Task 3.1 DEIS Preparation..... BAH/Team

In accordance with the Memorandum of Understanding between FAA and the City of San Antonio, any and all work performed by the Consultant in preparation of the DEIS, including all draft documentation shall be submitted directly to the FAA. The Consultant will provide draft documentation to the Sponsor only if requested and approved by FAA. The environmental analysis will be documented in the DEIS and prepared in accordance with FAA Orders 5050.4A (or subsequent order) and 1050.1E, as applicable. FAA personnel will review draft documents as they are prepared; the FAA will maintain control over the technical analyses throughout its preparation.

The Consultant will have a contact person working directly with FAA staff to verify that revisions are made appropriately. Revisions will be highlighted (bold type, shaded, underlined, etc.) for ease in identifying changes since the last review. Documents will be prepared in Microsoft Word 2000 or subsequent revisions and converted to Adobe Acrobat for public distribution. The DEIS will be circulated to Federal, State, and local agencies, affected military, and the public prior to conducting public hearings. The Consultant will ensure that all metadata containing information regarding the creation, preparation, distribution, review, or revision of the documents will be removed from any electronic version of the documents prior to distribution.

The Consultant will be responsible for the organization and maintenance of the Administrative File in cooperation with the FAA.

Task 3.1.1 Document Assembly, Final Editing, and Team Review..... BAH/Team

All working papers and draft sections from Task 2.0 will be collected and assembled by Booz Allen. An administrative (review) DEIS will be prepared under this task. Ten copies (10) of the first internal draft of the DEIS document will be distributed to the Team for purposes of review and editing, prior to the preparation of the Preliminary DEIS. Following incorporation of the first round of comments, final editing and formatting will be accomplished using the principals contained in the Quality Control Plan in Task 3.1.4.

Task 3.1.2 Preliminary DEIS (PDEIS)BAH/Syn./BDC

The Team will document the results of the project coordination and analyses in a Preliminary DEIS (PDEIS) to be submitted to the FAA for their review and comment. The PDEIS will be organized in a format consistent with FAA Order 5050.4A (or subsequent order) and/or Order 1050.1E, as applicable. This document will include all previously approved chapters (e.g., Purpose and Need, Alternatives, Affected Environment and Environmental Consequences). Twenty (20) copies of the document will be provided, with fifteen (15) distributed to the FAA, and five (5) distributed to the Sponsor following the FAA's release of the document. For cost estimating purposes, it is assumed that the document will be produced in black and white, with selected color graphics, and will not exceed 1,500 pages.

Task 3.1.3 DEIS Preparation BAH/Syn

Subsequent to receiving FAA comments on the PDEIS, the Team will make the requested revisions and prepare 35 copies of the DEIS to be distributed as follows: ten (10) copies for the FAA, five (5) copies for APP-600, five (5) copies for the EPA, twelve (12) copies for the DOI, one (1) copy for the National Oceanic and Atmospheric Association, and two (2) copies for the Department of Housing

and Urban Development. In addition, three (3) copies will be provided to the USACE, and ten (10) copies will be provided to the Sponsor upon FAA release of the document. The Team will be responsible for the initial distribution of the DEIS and for local notification of the DEIS availability. It is anticipated that one hundred (100) copies will be required for the initial distribution, including the requisite agencies. A local printing shop will be provided with a camera-ready copy to enable area residents to purchase at cost a copy of all or portions of the document. Ten (10) additional copies of the DEIS will be printed and held by the Team for distribution to additional parties which may be designated by FAA after the main distribution. Additional copies will be printed and charged on a per copy basis. In accordance with the Memorandum of Understanding between FAA and the City of San Antonio, the Consultant shall be responsible for all costs associated with the printing, publication, and distribution of the DEIS.

Copies of the document will be posted electronically (in .pdf format) on the project Web site described in Task 4.8 and made available to the public on CD-ROM for a nominal fee. The Consultant will provide the FAA with 20 copies of the DEIS on CD-ROM. The FAA will encourage the use of electronic documentation for agency review.

Task 3.1.4 Quality Control PlanBAH

The Booz Allen Quality Control Plan (QCP) provides the blueprint for the management and control system for the DEIS. The primary goal of this QCP is to establish a quality control system to ensure contract compliance and the acceptability of services and work products provided under the contract, including those activities performed by subcontractors. The QCP is intended to govern quality management at the program level, as it is relevant and applicable to all contract activities.

As the prime contractor, Booz Allen accepts overall responsibility for implementing and ensuring compliance with this QCP among all Team members. Additional subcontractors may be added to the Team (with approval of the FAA and Sponsor) if required to provide a quality product. All subcontractors will adhere to the requirements in this QCP and the quality standards established herein.

Documents and Records

For the purposes of this QCP and any plan or procedure developed as an adjunct to this plan, accountable documents include the following:

Client deliverables are tangible work products that are submitted to a client in response to a contractual requirement.

Quality system documents define quality requirements and prescribe activities affecting quality. Under the contract, these documents are also considered to be client deliverables and include the QCP, Standard Operating Procedures, and updates/addenda.

Quality Assurance/Quality Control (QA/QC) records provide evidence of achieved quality or compliance with specifications. They include audit reports, field and laboratory data sheets, logbooks, and document review forms.

The Booz Allen QCP will provide the necessary procedures to ensure that accountable documents are subject to a rigorous and appropriate review and approval cycle. Qualified personnel who were not involved as primary authors will review each deliverable and quality system document before their submittal to the FAA. The review cycle will include a technical review, an editorial review, and a management review and approval for release. The complement of reviews will address the following areas:

- Fulfillment of intended purpose;
- Consistency with applicable industry or regulatory standards;
- Technical accuracy and merit;
- Transcription accuracy;
- Clarity of language and exhibits;
- Appropriateness of and consistency in format; and,
- Spelling, punctuation, and grammar.

QA/QC records will be reviewed and authenticated by the immediate supervisor of the person generating the record and reviewed by the Booz Allen Project Manager during formal and informal reviews.

The Booz Allen EDMS (see Task 1.2) provides for and ensures the preservation, traceability, accountability, and retrievability of documents. The EDMS provides for unique document identification and inventory, and establishment and maintenance of secure filing systems. It also provides for and ensures the controlled distribution/availability of system documents.

Data Management

The integrity of stored data in terms of accuracy, completeness, and accountability will be ensured through sound data management practices. An essential element of data integrity is security against unauthorized retrieval or modification of the information, whether intentional or unintentional. Booz Allen's quality system will focus on problem prevention and ensure the timely and effective correction of quality-related problems.

Task 3.2 Executive Summary

An executive summary will be included both in the DEIS and as a separate popular version to summarize the DEIS.

Task 3.2.1 DEIS Executive Summary..... BAH/Syn

The summary in the DEIS will describe the proposed action and will stress the major conclusions, areas of controversy (including issues raised by agencies and the public), and issues to be resolved (including the choice among alternatives). It also will discuss major environmental considerations and how these have been addressed, summarize the analysis of alternatives, and identify any environmentally preferred, agency preferred, and/or Sponsor preferred alternatives. The executive summary will discuss conceptual mitigation measures, including planning and design to avoid or minimize impacts. It will identify interested agencies; list permits, licenses, and other approvals that may be required; and reflect compliance with other applicable environmental laws, regulations, and executive orders.

Task 3.2.2 Executive Summary (brochure) BAH/Syn

A separate brochure (Executive Summary) covering the findings of the DEIS will be prepared for the general public who may not be prepared to read the entire DEIS. This document will summarize the findings in clear language supplemented by maps and other graphic information.

The brochure will be prepared in **English and Spanish**. The Team will write, edit, design, print, and mail the brochure to the list of interested parties maintained for this DEIS. This scope envisions no more than three rounds of client edits of the brochure copy and design. Provisions will be made to print 1,000 copies of the separate Executive Summary.

4.0 Public Involvement, Agency Coordination, and Public Hearings

Task 4.1 Maintenance of Stakeholder Database.....BAH

The distribution list developed by the FAA and Consultant during the scoping process and amended through the Public Involvement Program will be reviewed in consultation with the FAA. The list is maintained in the stakeholder database created during Phase I.

Appropriate public repositories such as libraries, the Airport, other facilities with public access, and the City Hall will be identified and incorporated into the database. The database will be maintained by the Consultant and revised as necessary. The Consultant will furnish all address labels needed for distribution of postcards, newsletters, and DEIS. The Consultant will also be responsible for all postage and overnight delivery expenses. The Consultant shall maintain the mailing list throughout the contract – major updates for the list will be made after scoping, prior to distribution of the DEIS, after the public hearings, and after the public comment period on the FEIS.

Task 4.2 Prepare and Distribute Interim Bulletin

Consistent with E.O. 13166, *Improving Access to Services for Persons with Limited English Proficiency*, and DOT Guidance to Recipients on Special Language Services to Limited English Proficient (LEP) Beneficiaries, reasonable steps will be made to provide meaningful access to all San Antonio residents. Accordingly, all brochures, flyers, and other materials produced and mailed to residents as a "mass mail out," or otherwise made available as part of the public outreach effort, will be in **English and Spanish**.

Task 4.2.1 Preparation of First Interim Bulletin.....BAH

An interim bulletin, developed prior to the issuance of the DEIS, will serve as notification that the DEIS is under preparation; provide a synopsis of scoping comments received, point the stakeholders to the project Web site for updated information and as a source to download the DEIS upon release, and provide other information regarding the proposed actions. The bulletin will also include any refinement to the alternatives as identified from the airspace determination study and engineering study. In addition, a significant section will focus on the public involvement requirement and what FAA is doing above and beyond such requirements.

The Consultant will prepare the bulletin utilizing the established key messages and branding. The Team will write, edit, design, and reproduce 1,000 copies. The Consultant will develop, through direct coordination with the FAA, the overall visual design and layout best suited to convey the intended message. The Consultant will determine the size, type, and location of illustrations/graphics/photos to obtain the best page utilization and visual balance, including the use of typography types and size, and the use of color.

Task 4.2.2 Disseminate First Interim Bulletin to Stakeholders (database)BAH

The interim bulletin will be disseminated to all stakeholders who were identified during Phase 1, attended the Phase 1 scoping meetings, submitted a comment, or requested information on the DEIS project. This contact information is housed in the stakeholder database that is maintained by the Consultant.

The Consultant will ensure that the layout and dimensions are in accordance with U.S. Postal regulations and disseminate the interim bulletin to all contacts established during Phase 1 (648 records), and subsequent additions to the mailing list.

Task 4.3 Prepare and Distribute Second Interim Flyer (optional)

Because of the length of time between the first bulletin to announce the results of scoping and the airspace determinations and the notice of availability of the DEIS, provisions have been made for a second interim flyer to appraise the public of the project status and any significant news. As described earlier under Task 4.2, reasonable steps will be taken to provide meaningful access to all San Antonio residents. Accordingly, all brochures, flyers, and other materials produced and sent out to residents as a "mass mail out," or otherwise made available as part of the public outreach effort, will be in **English and Spanish**.

Task 4.3.1 Preparation of Second Interim Flyer (optional)BAH/Syn/MGA/BDC

The Consultant will prepare the flyer utilizing the established key messages and branding. The Team will write, edit, design, and reproduce 1,000 copies. The Consultant will develop, through direct coordination with the FAA, the overall visual design and layout best suited to convey the intended message. The Consultant will determine the size, type, and location of illustrations/graphics/photos to obtain the best page utilization and visual balance, including the use of typography types and size, and use of color.

Task 4.3.2 Disseminate Second Interim Flyer (optional)BAH

The flyer will be disseminated to all stakeholders that were identified during Phase 1, attended the Phase 1 scoping meetings, submitted a comment, or requested information on the DEIS project. The contact information is housed in the stakeholder database that is maintained by the Consultant.

The Consultant will ensure that the layout and dimensions are in accordance with U.S. Postal regulations and disseminate the interim bulletin to all contacts established during Phase 1 (648 records), and subsequent additions to the mailing list.

Task 4.4 Prepare and Distribute DEIS Brochure

As described earlier in Task 4.2, reasonable steps will be made to provide meaningful access to all San Antonio residents. Accordingly, all brochures, flyers, and other materials produced and sent out to residents as a "mass mail out," or otherwise made available as part of the public outreach effort, will be in **English and Spanish**.

Task 4.4.1 Preparation of DEIS Brochure.....BAH

The DEIS brochure will be provided to stakeholders and serve as notification of the public hearings. The brochure will outline the project alternatives in laymen's terms, provide a short synopsis of the process and results to date; annotate the start and end dates of the public comment period; and devote a section on the public involvement requirements, specifically on what FAA is doing above and beyond such requirements.

The Consultant will prepare the brochure utilizing the established key messages and branding. The Team will write, edit, design, and reproduce 1,000 copies. The Consultant will develop, through direct coordination with FAA; the overall visual design and layout best suited to convey the intended message. The Consultant will determine the size, type, and location of illustrations/graphics/photos to obtain the best page utilization and visual balance, including the use of typography types and size, and use of color.

Task 4.4.2 Disseminate DEIS Brochure.....BAH

The brochure will be disseminated to all stakeholders that were identified during Phase 1, attended the Phase 1 scoping meetings, submitted a comment, or requested information on the DEIS project. The contact information is housed in the stakeholder database that is maintained by the Consultant.

The Consultant will ensure that the layout and dimensions are in accordance with U.S. Postal regulations and disseminate the interim bulletin to all contacts established during Phase 1 (648 records), and subsequent additional to the mailing list.

Task 4.5 Notice of Availability.....BAH

The notice of availability opens the 45-day public comment period on the DEIS. The Consultant will place the DEIS in the identified repositories (public facilities) for public review prior to the publication of the Notice. The Consultant will prepare draft language for FAA approval and submission to the EPA for publication in the Federal Register.

In addition, the Consultant will provide support for the circulation of the DEIS to identified agencies. A draft announcement letter will be provided for FAA approval and disseminated with a copy of the DEIS (either CD-ROM or hard copy) to each agency, as directed by the FAA.

Task 4.6 Conduct Pre-Public Hearing Outreach ActivitiesBAH

An effective public participation program during the EIS process enhances the probability that the study will receive political acceptance and establish the Team's credibility for producing a document that exhibits technical accuracy, unbiased analyses, and social awareness. Thus, rumors can be laid to rest, the public has the actual facts, and any public tension and hostility towards the project is lessened. As deemed by Federal regulations, public involvement is a necessary step in the EIS process. By providing a proactive approach to public outreach, public participation in the EIS process can be maximized and negative publicity minimized. Prior to the public hearings, a marketing campaign to announce the DEIS, the EIS process, and how the public role is vital to the process will be launched.

To support these efforts, the Consultant will assist the FAA in conducting the following activities:

- Letter to Federal, State, and local agencies, affected military installations, and elected officials (150-200);
- Postcard announcement to affected public two weeks prior to hearings (1,000); and,
- Public service announcement/media release.

Task 4.7 Hold Public HearingsBAH

The public hearings provide the FAA the opportunity to solicit public participation and allow the general public and key stakeholders a chance to review the DEIS and provide comments. The Consultant will assist the FAA in hosting the public hearings. The following activities comprise the logistical preparation, development of marketing materials, and on-site support that will be provided by the Consultant.

- Establish location and meeting layout (two locations);
- Define audiovisual requirements;
- Identify hearing officer and court reporters;
- Create information materials;

- Develop meeting materials;
- Capture performance metrics;
- Annotate outreach activities in database; and
- Place notices and announcements in the local newspapers (i.e., San Antonio Express News and La Prensa), 30 days, 15 days, and one week prior to the public hearings.

Task 4.8 Maintenance of Public Access Web Site.....BAH

The public access Web site will be updated upon reaching significant milestones and to announce the availability of documents, upcoming meetings, and other matters of interest to the public. Specifically, the Web site updates will include:

- Synopsis of comments received during the scoping process,
 - Announcement of the refinement of alternatives,
 - Publication of bulletins and newsletters,
 - Availability of DEIS documents,
 - Announcement of meetings and hearings, and
 - Electronic versions of publicly available documents
-

5.0 Close Comment Period and Analyze Comments

The Consultant will assist the FAA in preparing responses to the agency and public comments received on the DEIS based on the analyses in this Section. In Phase 3, the FAA and Sponsor will be provided drafts of the responses to comments for review, as they are prepared.

Task 5.1 Preliminary Analyses of Comments.....BAH/Syn/BDC

In consultation with the FAA, the Consultant will compile and categorize comments. The Consultant will develop general categories to which comments relate to the technical analyses contained in the DEIS, and will assist the FAA and the Sponsor in developing responses on other topics. The Consultant will consolidate comments and categories for review.

Task 5.2 Categorize Comments and Assign Responsibility for Responses.....BAH

The Consultant will review transcripts of the public hearings and written comments submitted during the published comment period. The Consultant will categorize comments and assign responsibilities for developing responses. The recommend assignment of responsibilities is anticipated to be to the FAA, Sponsor, and Consultant Team, as appropriate. A proposed schedule for completion of responses during Phase 3 will be developed. To facilitate coordination, a database format will be used and will include the comments submitted on the DEIS and a corresponding index for assigning responses.

Task 5.2.1 Coordinate FAA and Sponsor Policy CommentsBAH

Comments relating to Federal, State, or local policy will be addressed by the FAA and Sponsor respectively. Ten (10) copies of the comment/response database with category assignments will be

distributed to facilitate the assignment of FAA and Sponsor responses to policy comments. Upon receipt of the FAA/Sponsor assigned designee, the Consultant will incorporate those assignments in the comment/response database.

Task 5.2.2 Coordinate Technical Comments.....BAH

The Consultant will address technical comments and will identify categories in the comment/response database. It is anticipated that this task will consist primarily of analyses to be assigned to the Team during Phase 3.

Task 5.3 Summary of Preliminary Comments and Recommended Responses.....BAH

The Consultant will compile a comprehensive comment summary from the FAA, Sponsor, and Team input for review. Recommended analyses or responses to the comments will be provided to the FAA for action during Phase 3.

6.0 Special Considerations/Extra Services

The Consultant has extensive experience with the preparation of NEPA documents. Our experience demonstrates that the success of the study and our ability to deliver work products on time and within budget is critically dependent upon variables beyond our control. Examples include, but are not limited to: accuracy and availability of data from previous studies; accuracy and availability of data from Sponsor and/or FAA files; cooperation of agencies/organizations involved (such as EPA, DOI, USACE, USFWS, etc.); the conduct of additional agency meetings which cannot be predicted; and the number of required reviews for draft work products. In addition, findings from work completed in early stages of the study can require unforeseen levels of additional work and specialized studies during later phases based upon analytical desires of individual agencies.

Issues of the nature described above constitute extra services above those considered by this Scope of Services and associated cost proposal. As we progress with the study, it will be incumbent on the Consultant to bring to the FAA's attention, in a timely fashion, any unforeseen difficulties identified and to negotiate appropriate additional project scope and compensation.

REVISED BUDGET
FUND NO. 26-058, PROJECT NO. 058079
ENVIRONMENTAL IMPACT STATEMENT FOR SAN ANTONIO INTERNATIONAL AIRPORT

<u>INDEX NUMBER</u>	<u>DESCRIPTION</u>	<u>CURRENT BUDGET</u>	<u>REVISION</u>	<u>REVISED BUDGET</u>
	<u>REVENUES</u>			
081109	FAA GRANT 3-48-0192-44-02	\$750,000.00	\$0.00	\$750,000.00
081646	FAA GRANT 3-48-0192-46-03		\$1,500,000.00	\$1,500,000.00
135665	TRANSFER FROM FUND NO. 51-013		\$500,000.00	\$500,000.00
135194	TRANSFER FROM FUND NO. 51-007018	\$250,000.00	\$0.00	\$250,000.00
	TOTALS	\$1,000,000.00	\$2,000,000.00	\$3,000,000.00
	<u>EXPENDITURES</u>			
758953	UNALLOCATED EXPENDITURES	\$259,269.00	\$279,440.00	\$538,709.00
758961	PLANNING CONTRACT	\$681,731.00	\$1,634,560.00	\$2,316,291.00
758979	PLANNING CONTINGENCY	\$34,000.00	\$86,000.00	\$120,000.00
758987	ADMINISTRATIVE EXPENSES	\$25,000.00	\$0.00	\$25,000.00
	TOTALS	\$1,000,000.00	\$2,000,000.00	\$3,000,000.00

FUND ONLY
INDEX CODE: 009800

ACTIVITY NO. 33-02-01