



## **A-Code Definitions**

**A101 Sponsor Administrative Expense:** Enter the total projected costs associated with the Sponsor's administration (not engineering firms) of the grant. Include salaries, overhead, travel, and any other direct charges such as telephone, postage, reproduction, legal expenses, project announcements, DBE charges, Independent Fee Estimates, Advertising, Publishing, etc.

**A102 Preliminary Engineering, Planning, Testing, and Permitting:** Enter any engineering/architectural/testing fees which are expected to be incurred in support of planning and/or design phase(s) prior to construction of the project. This could include: project formulation, update of the Airport Layout Plan/Exhibit A Property Map, feasibility studies, Airport Requirement Studies, surveying (Site Layout, 18B, etc.), permitting assistance, Mitigation (design, environmental site monitoring) or engineering tests necessary to develop construction plans, preparation and coordination, strategic visioning, inventory and data collection, county zoning, environmental documentation (i.e., EA, EIS, CATEX, FONSI, simple written record), subsurface investigation (geo tech), approach analysis, and structure evaluation. All permits, with exception of SWPPP. All fees associated with an ALP update included in this line item.

**A103 Land Acquisition & Easements:** Enter any expenses directly associated with land acquisition/easement. This includes professional fees for appraisals/surveying/negotiation/CATEX, Mitigation (Land Banc), legal expenses, actual acquisition of the property, relocation payments to the owner, and moving/relocation of buildings and utilities. Utility relocations are located under this line item (if the utility relocation is not involved with Land Acquisition, then the APM will provide guidance as to which A-Code is applicable). Demolition can be included in this category or in construction award, plus normal non-engineering administrative fees during the course of the work.

**A104 Engineering Services Basic Fees:** Enter the cost of consultant contracts for developing and administering project plans and specifications (including design for mitigation & post project costs). This could include: a lump sum fee to cover the cost of design, review, reproduction, bidding and contract award, plus normal non-engineering administrative fees during the course of the work (construction administration (project management); grant administration, (grant services); SWPPP/SPCC; As Built Surveys; hourly rate on subcontract/sub-consultant services; general consulting services; engineering assistance for flight check, design and plan preparation (by consultant); preconstruction coordination services; FAA obstruction data review; and utility coordination. Architectural services for terminals or hangars included in this line item.

**A105 Project Inspection, Quality Assurance, Testing:** Enter the anticipated total costs during construction of daily inspection fees, testing construction materials, fees for quality assurance on the site and at contractor facilities, surveying (excluding as-builts), Resident Project Representative (RPR) inspection or observation; geo-tech; erosion control inspection, sub-consultant limited site assessment, etc.

**A106 Construction and Project Improvement Cost:** Enter the total cost of the contracts for construction of the project, including any separate schedules of construction. If equipment is an integral part of a construction project, it should be entered here.

**A107 Equipment:** Enter the estimated cost of equipment not directly associated with a construction project. This would include such items as fire and rescue equipment (ARFF) or the electronics for nav aids when installation is to be done under a separate contract. Include all anticipated costs including transportation and installation if necessary.

**A108 Miscellaneous Expenses:** FAA Flight Checks & Approach Certifications. Enter any other anticipated project expenses not readily placed in one of the other categories. Identify such expenses (on an attached sheet if necessary for numerous items).

**A109 In Kind Match:** This line represents the total "In Kind" charges *previously approved* by DoA for the project.

### **PLEASE NOTE:**

**Sales tax is now deducted on the pay requests.**