



## MEMORANDUM TO VENICE CITY COUNCIL

**THROUGH CHARTER OFFICER:** Edward Lavallee, City Manager

**E-SIGN:**   
Edward Lavallee (Jun 28, 2024 07:04 EDT)

**FROM:** Mark Cervasio, Airport Director

**DEPARTMENT:** Airport Director

**DATE:** 6/25/24

**MEETING DATE:** July 9, 2024

**SUBJECT / TOPIC:** Authorizing the City of Venice, Florida to apply for, and accept when offered, Federal Grant monies from the Bipartisan Infrastructure Law (BIL) in association with the construction of the Airport Administration/Terminal Building in the amount of \$950,000.00.

**BACKGROUND INFORMATION:** The existing Airport Terminal/Administration Building at Venice Municipal Airport is about forty years old and in need of replacement. Additionally, the facility has exceeded its life expectancy, requires constant maintenance, and does not meet ADA requirements. Thus, a new Terminal/Administration Building at Venice Municipal Airport must be constructed. The design will be for a new facility in close proximity to the existing Administration Building and will consist of approximately 5,000 square feet of common use area, conference rooms, pilot flight planning area and office space. The new building will be designed to be hardened to withstand a hurricane to facilitate the opening of the airport as soon as possible after a storm. A new parking facility and access roadway will also be designed for this facility. This new Terminal/Administration Building will replace the existing building.

The construction costs for this project are estimated at approximately \$6 million. FDOT has already committed to providing about \$4 million in grant funds. The FAA has indicated to the City that \$950,000 in funds could be available through BIL for the construction of this project if the City Council consents to this application and forwards the approval to the FAA by 17 July 2024.

**SUPPORTS STRATEGIC PLAN:** Goal Four: Upgrade and Maintain City Infrastructure and Facilities

**COUNCIL ACTION REQUESTED:** For Council Adoption by Motion

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Yes N/A

- Document(s) Reviewed for ADA compliance (required if for agenda posting)
  - City Attorney Reviewed/Approval
  - Risk Management Review
  - Finance Department Review/Approval
- Funds Availability (account number): N/A

**CC:** Brendalee Westlake, Finance  
David Jackson, Legal  
Alan Bullock, Risk  
Peter Boers, Procurement  
Penny Elie, ADA



Ms. Flora M. Colom, P.E.  
Program Manager  
Federal Aviation Administration  
Orlando ADO  
8427 South Park Circle, Suite 524  
Orlando, FL 32819

June 20, 2024

**Re: Venice Municipal Airport (VNC); Venice, Florida  
FY 2024 Bipartisan Infrastructure Law  
Grant Application 3-12-0082-027-2024**

Dear Ms. Colom:

In accordance with the Bipartisan Infrastructure Law (BIL) for Terminal and Tower Projects, enclosed please find the 2024 BIL pre-application for the following project at VNC:

- 1) Terminal (Construction)

The following items are enclosed for the project:

- Application Checklist
- Standard Form 424 - Application for Federal Assistance
- SF 5100-100: Parts II and III
- Program Narrative and Sketch
- FAA ADO Required Detailed Information Sheet
- Project Line Item Cost Breakdown
- Project Specific Checklist
- Project Schedule
- Categorical Exclusion
- Airport Sponsor Certifications

We are requesting \$950,000 of the Allocated Bipartisan Infrastructure Law (BIL) eligible federal share of project costs. Please let me know if you should have any questions or comments.

Sincerely,

Mark J. Cervasio  
Airport Director

150 Airport Avenue East, Venice, Florida 34285

Phone: (941) 486-2711 • Fax: (941) 483-5942 • [www.flyvnc.com](http://www.flyvnc.com)

Airport Improvement Program  
Federal Assistance Request Checklist

**APPLICATION CHECKLIST**

Airport:	Venice Municipal Airport
Sponsor:	City of Venice
City, State:	Venice, Florida
Date of Application:	June 20, 2024

**Cover Letter:**

- N/A Letter of Credit method of payment requested.  
X Project(s) identified. (Any changes from previous meetings/discussions should be discussed prior to submission.)  
N/A If pre-application, proposed application date identified.  
N/A If application, any changes to requested amount are identified and reasons provided.  
N/A If application, identify if any changes have taken place on Exhibit "A" Property Map since last grant.  
N/A If application, identify if any changes have taken place on Exhibit "C" Title Opinion since last grant.

**Application:**

- X Standard Form 424 - Application for Federal Assistance and Associated Forms  
X Program Narrative and Sketch  
X Detailed Project Information Sheet  
X Project Line Item Cost Breakdown  
X Project Specific Checklist  
X Project Schedule  
X CATEX  
N/A Public Hearing Information  
X Airport Sponsor Certifications  
X Airport Layout Plan, Title Opinion, and Airport Property Map  
X Project Contract/Scope, and Fee  
NA Independent Fee Estimate  
N/A Bid Tabulation  
X Recommendation for Award Letter

**Application for Federal Assistance SF-424**

\*1. Type of Submission:

- Preapplication
- Application
- Changed/Corrected Application

\*2. Type of Application

- New
- Continuation
- Revision

\* If Revision, select appropriate letter(s):

\* Other (Specify)

\*3. Date Received:

4. Applicant Identifier:

5a. Federal Entity Identifier:  
DOT/FAA

\*5b. Federal Award Identifier:

**State Use Only:**

6. Date Received by State:

7. State Application Identifier:

**8. APPLICANT INFORMATION:**

\*a. Legal Name: City of Venice

\*b. Employer/Taxpayer Identification Number (EIN/TIN):  
59-6000443

\*c. UEI:  
936021910000

**d. Address:**

\*Street 1: 150 Airport Avenue East  
Street 2:  
\*City: Venice  
County/Parish:  
\*State: Province: FL  
\*Country: United States  
\*Zip / Postal Code 34285 / 3901

**e. Organizational Unit:**

Department Name:

Division Name:

**f. Name and contact information of person to be contacted on matters involving this application:**

Prefix: \_\_\_\_\_ \*First Name: Mark  
Middle Name: \_\_\_\_\_  
\*Last Name: Cervasio  
Suffix: \_\_\_\_\_

Title: Airport Director

Organizational Affiliation:  
Venice Municipal Airport (VNC)

\*Telephone Number: 941-486-2711

Fax Number: 941-483-5942

\*Email: mcervasio@venicefl.gov

**Application for Federal Assistance SF-424**

**\*9. Type of Applicant 1: Select Applicant Type:**

C: City or Township Government

Type of Applicant 2: Select Applicant Type:

Pick an applicant type

Type of Applicant 3: Select Applicant Type:

Pick an applicant type

\*Other (Specify)

**\*10. Name of Federal Agency:**

Federal Aviation Administration

**11. Catalog of Federal Domestic Assistance Number:**

20.106

CFDA Title:

Airport Improvement Program

**\*12. Funding Opportunity Number:**

Not Applicable

\*Title:

Not Applicable

**13. Competition Identification Number:**

Not Applicable

Title:

Not Applicable

**14. Areas Affected by Project (Cities, Counties, States, etc.):**

**\*15. Descriptive Title of Applicant's Project:**

Attach supporting documents as specified in agency instructions.

**Application for Federal Assistance SF-424****16. Congressional Districts Of:**

\*a. Applicant: FL-13

\*b. Program/Project: FL-13

Attach an additional list of Program/Project Congressional Districts if needed.

**17. Proposed Project:**

\*a. Start Date: 1/6/2025

\*b. End Date: 3/13/2026

**18. Estimated Funding (\$):**

*a. Federal	\$950,000
*b. Applicant	\$0
*c. State	\$4,040,000
*d. Local	\$1,010,000
*e. Other	\$0
*f. Program Income	\$0
*g. TOTAL	6000000

**\*19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- a. This application was made available to the State under the Executive Order 12372 Process for review on \_\_\_\_\_ .
- b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- c. Program is not covered by E.O. 12372.

**\*20. Is the Applicant Delinquent On Any Federal Debt?** Yes  No

If "Yes", explain:

21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U. S. Code, Title 218, Section 1001)

 \*\* I AGREE

\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

**Authorized Representative:**

Prefix: \_\_\_\_\_ \*First Name: Edward \_\_\_\_\_

Middle Name: F. \_\_\_\_\_

\*Last Name: Lavallee \_\_\_\_\_


Suffix: \_\_\_\_\_

\*Title: City Manager

\*Telephone Number: 941-486-2626

Fax Number: 941-480-3031

\* Email: elavallee@venicegov.com

\*Signature of Authorized Representative:  Edward Lavallee (Jun 28, 2024 07:04 EDT)

\*Date Signed:

**PART III - BUDGET INFORMATION - CONSTRUCTION****SECTION A - GENERAL**1. Federal Domestic Assistance Catalog No. **20-106**2. Functional or Other Breakout **Airport Improvement Program****SECTION B - CALCULATION OF FEDERAL GRANT**

Cost Classification	Use only for revisions		Total Amount Required
	Latest Approved Amount (Use only for Revisions)	Adjustment + or (-) (Use only for Revisions)	
1. Administration expense	\$0		\$ -
2. Preliminary expense			\$ -
3. Land, structures, right-of-way			\$ -
4. Architectural engineering basic fees			\$ -
5. Other architectural engineering fees			\$ -
6. Project inspection fees			\$ -
7. Land development			\$ -
8. Relocation expenses			\$ -
9. Relocation payments to Individuals and businesses			\$ -
10. Demolition and removal			\$ -
11. Construction and project improvement	\$6,000,000		\$ 6,000,000.00
12. Equipment			\$ -
13. Miscellaneous (Independent Fee Estimate)			\$ -
14. <b>Subtotal</b> (Line 1 through 13)	\$6,000,000		\$ 6,000,000.00
15. Estimated Income (if applicable)	\$0		\$ -
16. Net Project Amount (Line 14 minus 15)	\$6,000,000		\$ 6,000,000.00
17. <b>Less:</b> Ineligible Exclusions (Section C, Line 23 g.)			\$ -
18 <b>Subtotal</b> (Line 16 through 17)	\$ 6,000,000.00		\$ 6,000,000.00
19 Federal Share requested of Line 19	\$ 950,000.00		\$ 950,000.00
20 Grantee share	\$ 1,010,000.00		\$ 1,010,000.00
21 Other shares	\$ 4,040,000.00		\$ 4,040,000.00
22 <b>Total project</b> (Lines 19, 20 & 21)	\$ 6,000,000.00		\$ 6,000,000.00



**SECTION C - EXCLUSIONS**

23. Classification (Description of non-participating work)	Amount Ineligible for Participation
a.	
b.	
c.	
d.	
e.	
f.	
g. <span style="float: right;">Totals</span>	\$ -

**SECTION D - PROPOSED METHOD OF FINANCING NON-FEDERAL SHARE**

24. Grantee Share	\$ 1,010,000.00
a. Securities	
b. Mortgages	
c. Appropriations (By Applicant)	
d. Bonds	
e. Tax Levies	
f. Non Cash	
g. Other (Explain)	
h. TOTAL -Grantee Share	\$ 1,010,000.00
25. Other Shares	
a. State	\$ 4,040,000.00
b. Other	\$ -
c. Total Other Shares	\$ 4,040,000.00
<b>26. TOTAL NON-FEDERAL-FINANCING</b>	<b>\$ 5,050,000.00</b>

**SECTION E - REMARKS**

(Attach sheets if additional space is required)

**Venice Municipal Airport (VNC)**  
**PROJECT COSTS**

<b>Terminal Replacement</b>	<b>Cost (100%)</b>
<b>Administrative Costs</b>	<b>\$0.00</b>
Engineering Basic Fees	
Design	\$0.00
Other Engineering Fees	
Special Services	\$0.00
Project Inspection Fees	
Miscellaneous ( Independent Fee Estimate)	\$0.00
<b>Total Engineering Fees</b>	<b>\$0.00</b>
<b>Construction</b>	<b>\$6,000,000.00</b>

**Total Project Cost (100%)** **\$6,000,000.00**

**TOTAL FAA SHARE** **\$950,000.00**  
**TOTAL FDOT SHARE** **\$4,040,000.00**  
**TOTAL LOCAL SHARE** **\$1,010,000.00**

**PART IV**  
**PROGRAM NARRATIVE**  
***Terminal Construction***

DEPARTMENT OF TRANSPORTATION – FEDERAL AVIATION ADMINISTRATION

OMB NO. 2120-0569

**1. PROJECT: Terminal Construction**

**AIRPORT: Venice Municipal Airport (VNC)**

**1. Objective:**

- a. Construction replacement terminal building.
- b. Comply with local building codes including structural wind load and ADA accessibility.
- c. Scope is Appropriate: Yes. See *Approved Scope of Work in Final Application*.

**2. Benefits Anticipated:**

Replace existing terminal building that has reached the end of its useful life. The existing building does not meet ADA requirements or local building codes.

**3. Approach:**

The City of Venice (OWNER) intends to construct a new terminal building to replace the existing aged structure at Venice Municipal Airport (VNC). This project will include the construction related to the replacement terminal building.



*See Approved Scope of Work in Final Application and Schedule.*

**4. Geographic Location:**

Venice Municipal Airport, Venice, Florida

**5. If Applicable, Provide Additional Information:**

Ricondo will provide the following general services for this project:

1. Observation of construction activities.
2. Coordination with Project Team members.
3. Coordination with the Owner, FAA, and other tenants, as necessary.
4. Preparation of minutes of meetings and phone conversations.

*See Approved Scope of Work when completed for the Final Application.*

**6. Sponsor's Representative:** *(incl. address & tel. no)*

Mark J. Cervasio  
Airport Director  
Venice Municipal Airport  
150 Airport Ave. E.  
Venice, FL 34285  
(941) 486-2711







Detailed Project Information Sheet  
 Airport Improvement Program  
 Grant Application

Airport: VENICE MUNICIPAL AIRPORT (VNC)

City, ST: Venice, Florida

Project Description: This project includes the construction of the replacement terminal building.

Project Justification: The existing terminal building was constructed in 1989 and does not meet the current Florida Building Code or ADA Code. Additionally, the existing building is not energy efficient and all mechanical, plumbing, and electrical systems are outdated requiring continuous repair or replacement. The new terminal building will be relocated on a vacant site southwest of the existing terminal building. This location provides a direct view of the airfield and both runways, allowing for the continuous monitoring of airfield operations by airport personnel helping to identify any unsafe situation on the airfield. The proposed building description is provided below:

- 8,670 square-foot
- 2-story including office spaces, community room, pilot lounge, etc.
- Construction of new parking facilities associated with modifications to the existing access road, security fencing, airfield access gate, new stormwater infrastructure, installation of utilities (water, sewer, power, gas, and communications), and landscaping and irrigation.

The entire building will be protected with an approved fire protection system.

Special Circumstances: None

Project Cost Information:

Total Cost	FAA Share	State	Local
\$6,000,000.00	\$950,000.00	\$4,040,000.00	\$1,010,000.00

Type of Funding Proposed (FAA Share Only)			
Fund Type	Funding Available	Funds to be Used	Funds Remaining
NP2024 Entitlements	\$0	\$0	\$0
2024 BIL	\$950,000.00	\$0	\$0
Total	\$950,000.00	\$0	\$0

Alternate Funding Plan: None



## Venice Municipal Airport Terminal Construction

<u>Proposed Project Schedule:</u>	<u>Dates:</u>
Grant Application Submittal to FAA ADO Engineer	<b>7/12/2024</b>
Grant Offer	<b>8/12/2024</b>
Execution of Grant	<b>8/12/2024</b>
Pre-Construction Conference	<b>1/6/2025</b>
Notice to Proceed to Contractor <sup>1</sup>	<b>1/13/2025</b>
Substantial Completion	<b>1/13/2026</b>
Final Inspection	<b>2/13/2026</b>
Project Close-Out <sup>2</sup>	<b>3/13/2026</b>

**= To be coordinated with the ADO Engineer prior to grant application submittal.**

<sup>1</sup> Once all contract documents have been executed, the sponsor will issue a notice to proceed to the contractor. The sponsor must send a copy of the notice to proceed to the ADO PM.

<sup>2</sup> Project shall remain on schedule as shown above. Note that closeout of an AIP grant must not exceed four (4) years after grant execution date. You may refer to the AIP Handbook - Chapter 5, Section 8, Grant Closeout for additional details.

Project Specific Checklist  
Application for Federal Assistance

**Project Description:**

**Terminal Construction**

**Airport Name / City, FL:**

**VENICE MUNICIPAL AIRPORT, VENICE, FLORIDA**

<b>Items a. thru pp. must be answered for each individual project: (Ref. Order 5100-38D, Chapter 3, Table 3-1)</b>		Yes (y)	No (n)	N/A (n/a)
a.	Is the project eligible?	Y		
aa.	Identify eligibility "chapter & verse" from Order 5100-38D, AIP Handbook	Section 3-3 Airport Development		
b.	Is the project justified? Does your project narrative address the "Three Basic Tests" as identified in Table 3-4, Order 5100-38D?	Y		
c.	Is the project on airport property (with good title)?	Y		
cc.	Date of your current Airport Exhibit A on file in ADO:	10-Sep-14		
d.	Is the project on the FAA approved airport layout plan?		N	
dd.	Identify date of FAA approved ALP on file in the ADO:	Signed 11/7/2016 by FAA		
e.	Has the Sponsor satisfied the intergovernmental review and airport user	Y		
f.	Has the FAA completed an environmental finding for the project?	Y		
ff.	Provide date of environmental finding/Cat. Ex.?	8/12/2014		
g.	Will the project result in a usable unit of work?	Y		
h.	Will the project be planned, designed, and/or constructed to FAA standards?	Y		
hh.	If applicable, identify date MOS was approved by FAA.			N/A
i.	Has the project been procured correctly?	Y		
j.	Are the project costs allowable?	Y		
k.	directly necessary to accomplish the project. Ref. Order 5100-38D, Ch. 3, Section 12).	Y		
l.	Were the project costs incurred after the grant was executed? (Ref. Order 5100-38D, Ch. 3, Section 13, for exceptions).	Y		
m.	Are the project costs reasonable? (Are Sponsor cost analyses attached? Ref. Order 5100-38D, Ch. 3, Section 14). See Engineer's Estimate, Bid Tabs, and sponsor letter.	Y		
n.	Is this the only federal grant containing these project costs? (No "double-dipping"!!!)	Y		
o.	Are the project costs within the allowable federal share?	Y		
p.	Can the project be completed without unreasonable delay?	Y		
pp.	Identify number of calendar days and date after the grant execution date when notice-to-proceed will be issued.	Immediately		
<b>If discretionary funding is being requested for this project answer the following:</b>				
1	Is this project phased?		N	
1a.	If yes, what phase is this?			
1b.	If phased, how does this phase fit into the larger development need?			
2	What is the total AIP funds spent on previous phases of the project?			
2a.	What is the total AIP funds requested for this phase in this Application?			
2b.	What is the total AIP funds needed to complete the project beyond this Application ?			
<b>If funding requested for this project is for an LOI, provide the following:</b>				
i.	Enter the number of the LOI payment this grant will provide.			
ii.	Enter the total number of LOI payments - past grant(s), this grant, future grant(s)			
iii.	Total AIP funds provided to-date including the funds requested in this Application			

Project Specific Checklist  
Application for Federal Assistance

iv.	Total AIP funds approved for the project LOI. (Total LOI payments for entire project).	
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**FAA ORLANDO AIRPORTS DISTRICT OFFICE – CATEGORICAL EXCLUSION (CATEX)  
SHORT FORM**

Airport: Venice Municipal Airport Project Title: Terminal Replacement

Use this CATEX Short Form if the Proposed Action is a federal action subject to NEPA and normally would not individually or cumulatively have a significant effect on the human environment. **Identify the applicable paragraph on the line below from FAA Order 1050.1F, paragraphs 5-6.1 through 5-6.6 for the Proposed Action.**

5-6.4h Categorical Exclusions for Facility Siting, Construction, & Maintenance .

**List** all components of the Proposed Action and Connected Actions (if any) on a separate sheet. A *CATEX should not be used for a segment or an interdependent part of a larger proposed action.* **Include** a summary of existing conditions at the Proposed Action site. **Attach** a site map identifying the Proposed Action area on the airport's current ALP and a recent aerial of the Proposed Action area.

**Certify** that the Proposed Action and Connected Actions are **NOT** likely to have extraordinary circumstances or significant impacts. Significance thresholds and factors to consider are in FAA Order 1050.1F Exhibit 4-1. Extraordinary circumstances are listed in FAA Order 1050.1F paragraph 5-2, and summarized below:

- An adverse effect on cultural resources protected under the National Historic Preservation Act of 1966, as amended, 54 U.S.C. §300101 et seq.;
- An impact on properties protected under Section 4(f);
- An impact on natural, ecological, or scenic resources of Federal, state, tribal, or local significance (e.g., federally listed or proposed endangered, threatened, or candidate species, or designated or proposed critical habitat under the Endangered Species Act, 16 U.S.C. §§ 1531-1544);
- An impact on the following resources: resources protected by the Fish and Wildlife Coordination Act, 16 U.S.C. §§ 661-667d; wetlands; floodplains; coastal zones; national marine sanctuaries; wilderness areas; National Resource Conservation Service-designated prime and unique farmlands; energy supply and natural resources; resources protected under the Wild and Scenic Rivers Act, 16 U.S.C. §§ 1271-1287, and rivers or river segments listed on the Nationwide Rivers Inventory (NRI); and solid waste management;
- A division or disruption of an established community, or a disruption of orderly, planned development, or an inconsistency with plans or goals that have been adopted by the community in which the project is located;
- An increase in congestion from surface transportation (by causing decrease in level of service below acceptable levels determined by appropriate transportation agency, such as a highway agency);
- An impact on noise levels of noise sensitive areas;
- An impact on air quality or violation of Federal, state, tribal, or local air quality standards under the Clean Air Act, 42 U.S.C. §§ 7401-7671q;
- An impact on water quality, sole source aquifers, a public water supply system, or state or tribal water quality standards established under the Clean Water Act, 33 U.S.C. §§ 1251-1387, and the Safe Drinking Water Act, 42 U.S.C. §§ 300f-300j-26;
- Impacts on the quality of the human environment that are likely to be highly controversial on environmental grounds. The term "highly controversial on environmental grounds" means there is a substantial dispute involving reasonable disagreement over the degree, extent, or nature of a proposed action's environmental impacts or over the action's risks of causing environmental harm.
- Likelihood to be inconsistent with any Federal, state, tribal, or local law relating to the environmental aspects of the proposed action; or
- Likelihood to directly, indirectly, or cumulatively create a significant impact on the human environment, including, but not limited to, actions likely to cause a significant lighting impact on residential areas or commercial use of business properties, likely to cause a significant impact on the visual nature of surrounding land uses, likely to cause environmental contamination by hazardous materials, or likely to disturb an existing hazardous material contamination site such that new environmental contamination risks are created.

Based on the information in this Short Form CATEX and supporting information, I certify that the Proposed Action and Connected Actions meet(s) all requirements for a CATEX in accordance with FAA Order 1050.F and do not have any extraordinary circumstances or significant impacts.

  
Edward Lavallee (Jun 28, 2024 07:04 EDT)

Signature of Authorized Airport Representative

Date

FAA Determination (signature of Program Manager):

Categorically Excluded: \_\_\_\_\_ Date: \_\_\_\_\_

Requires further environmental analysis: \_\_\_\_\_ Date: \_\_\_\_\_

**CATEGORICAL EXCLUSION ENVIRONMENTAL DETERMINATION CHECKLIST**

Airport: Venice Municipal Airport  
 Prepared and certified by: Mark Cervasio Date: June 20, 2024

	YES**	NO	COMMENTS
<b>THE PROPOSED ACTION MUST BE LISTED IN FAA ORDER 1050.1F PARAS. 5-6.1-5-6.6 AS AN ACTION THAT WOULD NORMALLY BE CATEGORICALLY EXCLUDED</b>			
<b>THE PROPOSED ACTION CONSISTS OF:</b>			Terminal Replacement
Helicopter facilities or operations		X	
Land acquisition		X	
New airport serving general aviation		X	
Access or service road construction		X	
New airport location		X	
New runway		X	
Runway extension, strengthening, reconstruction, resurfacing or widening		X	
Converting prime or unique farmland		X	
Runway Safety Area (RSA) improvements		X	
ILS or ALS installation		X	
Airport development (hangars, terminal expansion)	x		Construct New Terminal Building
On-airport aboveground or underground fuel storage tanks		X	
Construction, reconstruction, or relocation of an ATCT		X	
<b>THE PROPOSED ACTION WILL AFFECT:</b>			
Historic/Archeological/Cultural Resources		X	
Section 4(f) or 6(f) resources		X	
Federally listed, endangered, threatened, or candidate species, or designated/proposed critical habitat		X	
Federal, state, tribal, or local natural, ecological, or scenic resources		X	
Wetlands, floodplains, waterways		X	
Energy supply or natural resources		X	
Protected rivers or river segments		X	
Established community(s), planned development, or plans/goals adopted by the local community		X	
Surface vehicular traffic (reduce LOS)		X	
Air quality or violate Federal, state, tribal or local standards		X	
Water quality, a sole source aquifer, public water supply system, or federal, state, or tribal water quality standards		X	
<b>THE PROPOSED ACTION IS LIKELY TO:</b>			
Be Highly Controversial on Environmental Grounds		X	
Be Inconsistent with Federal, state, tribal, or local law relating to environmental aspects		X	
Cause residential or business relocations		X	
Increase noise levels over Noise Sensitive Land Uses within the 65 dBA noise contour or newly include Noise Sensitive Land Uses within the 65 dBA noise contour.		X	
Cause Environmental Justice Impacts		X	
Contain Hazardous Materials or Affect Hazardous Materials/Sites		X	
Create a Wildlife Hazard per AC 150/5200-33		X	
Increase lighting impacts on residential communities or impact the visual nature of surrounding land uses		X	

\*\* Attach detailed explanations or analysis for all "yes" answers on a separate sheet that supports a Categorical Exclusion determination.

**Venice Municipal Airport (VNC)  
Categorical Exclusion (Orlando ADO Short Form) Project Description  
Terminal Construction**

Order 1050.1F NEPA Exclusion for Terminal Building:

5-6.4(h) Categorical Exclusions for Facility Siting, Construction, & Maintenance. Federal financial assistance, licensing, or Airport Layout Plan (ALP) approval for construction or expansion of facilities—such as terminal passenger handling and parking facilities or cargo buildings, or facilities for non-aeronautical uses at existing airports and commercial space launch sites—that do not substantially expand those facilities.

**Project Description**

The existing terminal building was constructed in 1989 and does not meet the current Florida Building Code or ADA Code. Additionally, the existing building is not energy efficient and all mechanical, plumbing, and electrical systems are outdated requiring continuous repair or replacement. The new terminal building will be relocated on a vacant site southwest of the existing terminal building. This location provides a direct view of the airfield and both runways, allowing for the continuous monitoring of airfield operations by airport personnel helping to identify any unsafe situation on the airfield. The proposed building will be approximately 4,420 square feet with two stories. The project will include the construction of sidewalks from Airport Avenue to the Terminal, a new access roadway, parking, and landscaping. The new building will provide a conference room, pilot's lounge, and offices in addition to other public amenities such as a break room.

The new terminal building site is currently a green space with a few pine trees and picnic tables/benches. The new location is identified on the attached ALP.

**Floodplains**

The site for the new terminal building has areas identified by FEMA as Floodplain Zone X which is the area determined to be outside the 500-year flood. The project includes drainage modification to compensate for the additional pavement for the parking areas. (See attached FEMA FIRM Map)

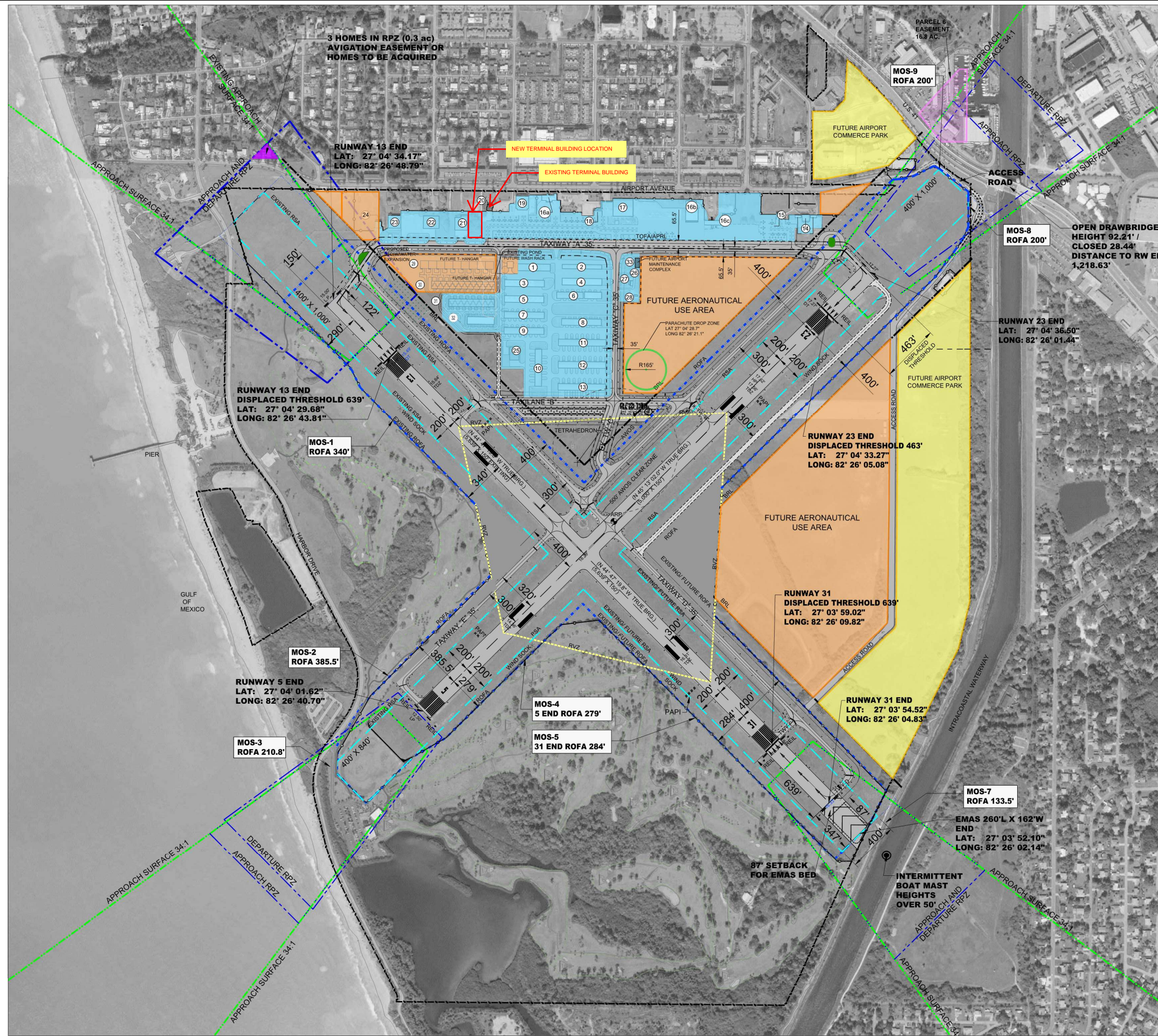
**Wetland Impacts**

There are no wetlands within the new terminal location. (See attached Wetland Map)

**Threatened and Endangered Species**

There is no evidence of threatened or endangered species on the new terminal site.

C:\Users\Dan\MOHSEN DESIGN GROUP Dropbox\MDG\General\Airports\WC\ALP\WC Draft 10-13-2022-Sheet 4 AIRPORT LAYOUT PLAN.dwg Jun 16, 2023 - 3:16pm Dan

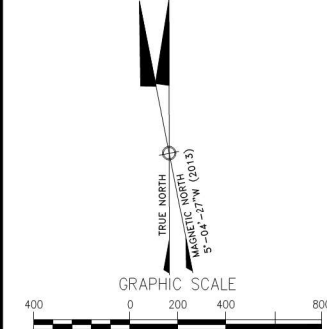


**CONSTRUCTION NOTICE REQUIREMENT**  
 TO PROTECT OPERATIONAL SAFETY AND ULTIMATE DEVELOPMENT, ALL PROPOSED CONSTRUCTION ON THE AIRPORT MUST BE COORDINATED BY THE AIRPORT OWNER WITH THE FAA AIRPORTS DISTRICT OFFICE PRIOR TO CONSTRUCTION.  
 (FAA'S REVIEW TAKES APPROXIMATELY 60 DAYS)

- NOTES:**
- THIS DOCUMENT WAS PREPARED FOR PLANNING PURPOSES ONLY AND TO DOCUMENT DEVELOPMENT FOR THE VENICE MUNICIPAL AIRPORT.
  - BUILDING RESTRICTION LINES (BRL) ARE BASED ON FAA AC 150/5300-13A, PARAGRAPH 213(a).
  - ORIGINAL AERIAL PHOTOGRAMMETRY WAS CONDUCTED BY AERIAL CARTOGRAPHICS OF AMERICA, 10/05/05, GROUND CONTROL SURVEY WAS CONDUCTED BY MEA GROUP, INC. 10/05/05. UPDATED AERIAL PHOTOGRAMMETRY RECEIVED FROM SARASOTA COUNTY, GIS DEPARTMENT, 03/11/13.
  - A STANDARD RUNWAY SAFETY AREA IS NOT ACHIEVABLE ON RUNWAY 5-23, PER RSA DETERMINATION STUDY SUBMITTED TO FAA JUNE 14, 2011. ALP CONDITIONALLY APPROVED BY FAA JULY 11, 2011.
  - MODIFICATIONS OF DESIGN STANDARDS, SEE SHEET 3 MOS TABLE.

**ABBREVIATIONS:**  
 DT DISPLACED THRESHOLD  
 HP HIGH POINT  
 LP LOW POINT  
 TDZ TOUCH DOWN ZONE

THE CONTENTS DO NOT NECESSARILY REFLECT THE OFFICIAL VIEWS OR POLICY OF THE FAA. ACCEPTANCE OF THESE DOCUMENTS BY THE FAA DOES NOT IN ANY WAY CONSTITUTE A COMMITMENT ON THE PART OF THE UNITED STATES TO PARTICIPATE IN ANY DEVELOPMENT DEPICTED HEREIN NOR DOES IT INDICATE THAT THE PROPOSED DEVELOPMENT IS ENVIRONMENTALLY ACCEPTABLE IN ACCORDANCE WITH APPROPRIATE PUBLIC LAWS.



LEGEND		
EXISTING	PROPOSED	DESCRIPTION
		AIRPORT REFERENCE POINT (ARP)
		PROPERTY LINE
		BUILDING RESTRICTION LINE
		CONTOUR LINES
		SURFACE ELEVATION (MSL)
		FENCE
		RUNWAY APPROACH SURFACE
		RUNWAY PROTECTION ZONE (RPZ)
		RUNWAY SAFETY AREA (RSA)
		RUNWAY OBJECT FREE AREA (ROFA)
		RUNWAY OBJECT FREE ZONE (ROFZ)
		RUNWAY VISIBILITY ZONE (RVZ)
		BUILDING
		FUTURE AERONAUTICAL USE AREA
		NON-AERONAUTICAL LAND USE/AIRPORT COMMERCE PARK
		PAVEMENT
		EXISTING AERONAUTICAL USE AREA
		GOLF COURSE
		THRESHOLD LIGHTS
		WINDSOCK
		REIL
		PAPI
		GOLF COURSE HOLE
		AWOS
		TETRAHEDRON
		BOAT MAST
		AVIGATION AREAS
		RUNWAY MARKING

FEDERAL AVIATION ADMINISTRATION

TITLE: \_\_\_\_\_ DATE: \_\_\_\_\_

CITY OF VENICE

BY: \_\_\_\_\_ DATE: \_\_\_\_\_

VNC RUNWAY PROTECTION ZONE (RPZ) DIMENSIONS			
APPROACH VISIBILITY MINIMUMS	LENGTH (FEET)	INNER WIDTH (FEET)	OUTER WIDTH (FEET)
VISUAL AND NOT LOWER THAN 1-MILE	1,700	500'	1,010'

NOTE: RPZs ARE BASED ON THE FAA AC 150/5300-13A PARAGRAPH 310 (a) THROUGH (e).

RUNWAY DECLARED DISTANCES					
	EXISTING	ULTIMATE	EXISTING	ULTIMATE	
DECLARED DISTANCE:	RW 13-31	RW 13-31	RW 5	RW 23	RW 5-23
TORA	5,000'	SAME	5,000'	5,000'	SAME
TODA	5,000'	SAME	5,000'	5,000'	SAME
ASDA	5,000'	SAME	5,000'	4,840'	SAME
LDA	5,000'	SAME	5,000'	4,377'	SAME

NO.	REVISION	BY	APP.	DATE
1	Update RW 23 Displaced Threshold Length	RRC	LJM	1/10/12
2	Update RW 23 Approach to NPI	RRC	LJM	12/10/13
3	Update TW A AND C	KBH	LJM	05/15/15
4	Update RW 13-31, TW D AND EMAS	RRC	LJM	09/07/16
5	Update Apron Pavements	RRC	MM	07/09/18
6	Update T-Hangars and REILS	RRC	TC	06/07/19
7	Update Taxiway D	RRC	TC	08/31/20
8	Update Taxiway E	RRC	KH	10/13/22

REVISIONS BY

**FINAL**

VENICE MUNICIPAL AIRPORT  
 CITY OF VENICE, FLORIDA

AIRPORT LAYOUT PLAN

DRAWN: WA/KA	CHKD: LM/MG	DATE: 06/28/2011	PROJECT NO: DY401.00
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VENICE Municipal Airport

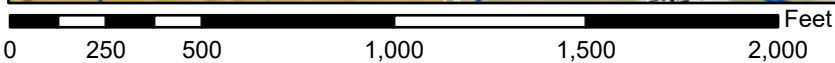
DY CONSULTANTS  
 PLANNERS & ENGINEERS

SHEET 4 OF 15

# National Flood Hazard Layer FIRMMette



82°26'55"W 27°4'56"N



1:6,000

82°26'18"W 27°4'24"N

## Legend

SEE FIS REPORT FOR DETAILED LEGEND AND INDEX MAP FOR FIRM PANEL LAYOUT

- |                                    |  |   |
|------------------------------------|--|---|
| <b>SPECIAL FLOOD HAZARD AREAS</b>  |  | Without Base Flood Elevation (BFE)<br>Zone A, V, A99  |
|                                    |  | With BFE or Depth Zone AE, AO, AH, VE, AR   |
|                                    |  | Regulatory Floodway   |
| <b>OTHER AREAS OF FLOOD HAZARD</b> |  | 0.2% Annual Chance Flood Hazard, Areas of 1% annual chance flood with average depth less than one foot or with drainage areas of less than one square mile Zone X |
|                                    |  | Future Conditions 1% Annual Chance Flood Hazard Zone X  |
|                                    |  | Area with Reduced Flood Risk due to Levee. See Notes. Zone X  |
|                                    |  | Area with Flood Risk due to Levee Zone D  |
| <b>OTHER AREAS</b>                 |  | NO SCREEN Area of Minimal Flood Hazard Zone X   |
|                                    |  | Effective LOMRs   |
| <b>GENERAL STRUCTURES</b>          |  | Area of Undetermined Flood Hazard Zone D  |
|                                    |  | Channel, Culvert, or Storm Sewer  |
| <b>OTHER FEATURES</b>              |  | Levee, Dike, or Floodwall   |
|                                    |  | 20.2 Cross Sections with 1% Annual Chance Water Surface Elevation   |
|                                    |  | 17.5 Cross Sections with 1% Annual Chance Water Surface Elevation   |
|                                    |  | Coastal Transect  |
|                                    |  | Base Flood Elevation Line (BFE)   |
|                                    |  | Limit of Study  |
|                                    |  | Jurisdiction Boundary   |
|                                    |  | Coastal Transect Baseline   |
|                                    |  | Profile Baseline  |
|                                    |  | Hydrographic Feature  |
| <b>MAP PANELS</b>                  |  | Digital Data Available  |
|                                    |  | No Digital Data Available   |
|                                    |  | Unmapped  |



The pin displayed on the map is an approximate point selected by the user and does not represent an authoritative property location.

This map complies with FEMA's standards for the use of digital flood maps if it is not void as described below. The basemap shown complies with FEMA's basemap accuracy standards

The flood hazard information is derived directly from the authoritative NFHL web services provided by FEMA. This map was exported on 6/3/2024 at 6:08 PM and does not reflect changes or amendments subsequent to this date and time. The NFHL and effective information may change or become superseded by new data over time.

This map image is void if the one or more of the following map elements do not appear: basemap imagery, flood zone labels, legend, scale bar, map creation date, community identifiers, FIRM panel number, and FIRM effective date. Map images for unmapped and unmodernized areas cannot be used for regulatory purposes.





U.S. Fish and Wildlife Service, National Standards and Support Team,  
wetlands\_team@fws.gov

June 3, 2024

**Wetlands**

- Estuarine and Marine Deepwater
- Freshwater Emergent Wetland
- Estuarine and Marine Wetland
- Freshwater Forested/Shrub Wetland
- Freshwater Pond
- Lake
- Other
- Riverine

— Project Site

This map is for general reference only. The US Fish and Wildlife Service is not responsible for the accuracy or currentness of the base data shown on this map. All wetlands related data should be used in accordance with the layer metadata found on the Wetlands Mapper web site.



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## Drug-Free Workplace Airport Improvement Program Sponsor Certification

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Sponsor: City of Venice

Airport: Venice Municipal Airport

Project Number: 3-12-0082-027-2024

Description of Work:

### Application

49 USC § 47105(d) authorizes the Secretary to require certification from the sponsor that it will comply with the statutory and administrative requirements in carrying out a project under the Airport Improvement Program (AIP). General requirements on the drug-free workplace within federal grant programs are described in 2 CFR part 182. Sponsors are required to certify they will be, or will continue to provide, a drug-free workplace in accordance with the regulation. The AIP project grant agreement contains specific assurances on the Drug-Free Workplace Act of 1988.

### Certification Statements

Except for certification statements below marked as not applicable (N/A), this list includes major requirements of the construction project. Selecting “Yes” represents sponsor acknowledgement and confirmation of the certification statement. The term “will” means Sponsor action taken at appropriate time based on the certification statement focus area, but no later than the end of the project period of performance. This list is not comprehensive and does not relieve the sponsor from fully complying with all applicable statutory and administrative standards. The source of the requirement is referenced within parenthesis.

1. A statement has been or will be published prior to commencement of project notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the sponsor's workplace, and specifying the actions to be taken against employees for violation of such prohibition (2 CFR § 182.205).

Yes    No    N/A

2. An ongoing drug-free awareness program (2 CFR § 182.215) has been or will be established prior to commencement of project to inform employees about:

- a. The dangers of drug abuse in the workplace;
- b. The sponsor's policy of maintaining a drug-free workplace;
- c. Any available drug counseling, rehabilitation, and employee assistance programs; and
- d. The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.

Yes    No    N/A

3. Each employee to be engaged in the performance of the work has been or will be given a copy of the statement required within item 1 above prior to commencement of project (2 CFR § 182.210).

Yes  No  N/A

4. Employees have been or will be notified in the statement required by item 1 above that, as a condition employment under the grant (2 CFR § 182.205(c)), the employee will:

- a. Abide by the terms of the statement; and
- b. Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction.

Yes  No  N/A

5. The Federal Aviation Administration (FAA) will be notified in writing within 10 calendar days after receiving notice under item 4b above from an employee or otherwise receiving actual notice of such conviction (2 CFR § 182.225). Employers of convicted employees must provide notice, including position title of the employee, to the FAA (2 CFR § 182.300).

Yes  No  N/A

6. One of the following actions (2 CFR § 182.225(b)) will be taken within 30 calendar days of receiving a notice under item 4b above with respect to any employee who is so convicted:

- a. Take appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; and
- b. Require such employee to participate satisfactorily in drug abuse assistance or rehabilitation programs approved for such purposes by a federal, state, or local health, law enforcement, or other appropriate agency.

Yes  No  N/A

7. A good faith effort will be made, on a continuous basis, to maintain a drug-free workplace through implementation of items 1 through 6 above (2 CFR § 182.200).

Yes  No  N/A

**Site(s) of performance of work (2 CFR § 182.230):**

**Location 1**

Name of Location: City of Venice

Address: Venice, Florida

**Location 2 (if applicable)**

Name of Location:

Address:

**Location 3 (if applicable)**

Name of Location:

Address:

Attach documentation clarifying any above item marked with a "No" response.

**Sponsor's Certification**

I certify, for the project identified herein, responses to the forgoing items are accurate as marked and additional documentation for any item marked "no" is correct and complete.

Executed on this            day of            ,            .

Name of Sponsor: City of Venice

Name of Sponsor's Authorized Official: Edward Lavallee

Title of Sponsor's Authorized Official: City Manager

**Signature** of Sponsor's Authorized Official:  Edward Lavallee (Jun 28, 2024 07:04 EDT)

I declare under penalty of perjury that the foregoing is true and correct. I understand that knowingly and willfully providing false information to the federal government is a violation of 18 USC § 1001 (False Statements) and could subject me to fines, imprisonment, or both.

---

## Project Plans and Specifications

### Airport Improvement Program Sponsor Certification

---

Sponsor: City of Venice

Airport: Venice Municipal Airport

Project Number: 3-12-0082-027-2024

Description of Work:

#### Application

49 USC § 47105(d) authorizes the Secretary to require certification from the sponsor that it will comply with the statutory and administrative requirements in carrying out a project under the Airport Improvement Program (AIP). Labor and civil rights standards applicable to AIP are established by the Department of Labor ([www.dol.gov/](http://www.dol.gov/)). AIP Grant Assurance C.1—General Federal Requirements identifies applicable federal laws, regulations, executive orders, policies, guidelines and requirements for assistance under AIP. A list of current advisory circulars with specific standards for procurement, design or construction of airports, and installation of equipment and facilities is referenced in standard airport sponsor Grant Assurance 34 contained in the grant agreement.

#### Certification Statements

Except for certification statements below marked as not applicable (N/A), this list includes major requirements of the construction project. Selecting “Yes” represents sponsor acknowledgement and confirmation of the certification statement. The term “will” means Sponsor action taken at appropriate time based on the certification statement focus area, but no later than the end of the project period of performance. This list is not comprehensive and does not relieve the sponsor from fully complying with all applicable statutory and administrative standards. The source of the requirement is referenced within parenthesis.

1. The plans and specifications were or will be prepared in accordance with applicable federal standards and requirements, so that no deviation or modification to standards set forth in the advisory circulars, or FAA-accepted state standard, is necessary other than those explicitly approved by the Federal Aviation Administration (FAA) (14 USC § 47105).

Yes    No    N/A

2. Specifications incorporate or will incorporate a clear and accurate description of the technical requirement for the material or product that does not contain limiting or proprietary features that unduly restrict competition (2 CFR §200.319).

Yes    No    N/A

3. The development that is included or will be included in the plans is depicted on the current airport layout plan as approved by the FAA (14 USC § 47107).  
 Yes    No    N/A
  
4. Development and features that are ineligible or unallowable for AIP funding have been or will be omitted from the plans and specifications (FAA Order 5100.38, par. 3-43).  
 Yes    No    N/A
  
5. The specification does not use or will not use "brand name" or equal to convey requirements unless sponsor requests and receives approval from the FAA to use brand name (FAA Order 5100.38, Table U-5).  
 Yes    No    N/A
  
6. The specification does not impose or will not impose geographical preference in their procurement requirements (2 CFR §200.319(b) and FAA Order 5100.38, Table U-5).  
 Yes    No    N/A
  
7. The use of prequalified lists of individuals, firms or products include or will include sufficient qualified sources that ensure open and free competition and that does not preclude potential entities from qualifying during the solicitation period (2 CFR §319(d)).  
 Yes    No    N/A
  
8. Solicitations with bid alternates include or will include explicit information that establish a basis for award of contract that is free of arbitrary decisions by the sponsor (2 CFR § 200.319(a)(7)).  
 Yes    No    N/A
  
9. Concurrence was or will be obtained from the FAA if Sponsor incorporates a value engineering clause into the contract (FAA Order 5100.38, par. 3-57).  
 Yes    No    N/A
  
10. The plans and specifications incorporate or will incorporate applicable requirements and recommendations set forth in the federally approved environmental finding (49 USC §47106(c)).  
 Yes    No    N/A
  
11. The design of all buildings comply or will comply with the seismic design requirements of 49 CFR § 41.120. (FAA Order 5100.38d, par. 3-92)  
 Yes    No    N/A
  
12. The project specification include or will include process control and acceptance tests required for the project by as per the applicable standard:
  - a. Construction and installation as contained in Advisory Circular (AC) 150/5370-10.  
 Yes    No    N/A

b. Snow Removal Equipment as contained in AC 150/5220-20.

Yes  No  N/A

c. Aircraft Rescue and Fire Fighting (ARFF) vehicles as contained in AC 150/5220-10.

Yes  No  N/A

13. For construction activities within or near aircraft operational areas(AOA):

a. The Sponsor has or will prepare a construction safety and phasing plan (CSPP) conforming to Advisory Circular 150/5370-2.

b. Compliance with CSPP safety provisions has been or will be incorporated into the plans and specifications as a contractor requirement.

c. Sponsor will not initiate work until receiving FAA's concurrence with the CSPP (FAA Order 5100.38, Par. 5-29).

Yes  No  N/A

14. The project was or will be physically completed without federal participation in costs due to errors and omissions in the plans and specifications that were foreseeable at the time of project design (49 USC §47110(b)(1) and FAA Order 5100.38d, par. 3-100).

Yes  No  N/A

Attach documentation clarifying any above item marked with "No" response.

### Sponsor's Certification

I certify, for the project identified herein, responses to the forgoing items are accurate as marked and additional documentation for any item marked "no" is correct and complete.

Executed on this            day of            ,            .

Name of Sponsor: City of Venice

Name of Sponsor's Authorized Official: Edward Lavallee

Title of Sponsor's Authorized Official: City Manager

Signature of Sponsor's Authorized Official:  Edward Lavallee (Jun 28, 2024 07:04 EDT)

I declare under penalty of perjury that the foregoing is true and correct. I understand that knowingly and willfully providing false information to the federal government is a violation of 18 USC § 1001 (False Statements) and could subject me to fines, imprisonment, or both.



---

## Selection of Consultants

### Airport Improvement Program Sponsor Certification

---

Sponsor: City of Venice

Airport: Venice Municipal Airport

Project Number: 3-12-0082-027-2024

Description of Work:

#### Application

49 USC § 47105(d) authorizes the Secretary to require certification from the sponsor that it will comply with the statutory and administrative requirements in carrying out a project under the Airport Improvement Program (AIP). General requirements for selection of consultant services within federal grant programs are described in 2 CFR §§ 200.317-200.326. Sponsors may use other qualifications-based procedures provided they are equivalent to standards of Title 40 chapter 11 and FAA Advisory Circular 150/5100-14, Architectural, Engineering, and Planning Consultant Services for Airport Grant Projects.

#### Certification Statements

Except for certification statements below marked as not applicable (N/A), this list includes major requirements of the construction project. Selecting "Yes" represents sponsor acknowledgement and confirmation of the certification statement. The term "will" means Sponsor action taken at appropriate time based on the certification statement focus area, but no later than the end of the project period of performance. This list is not comprehensive and does not relieve the sponsor from fully complying with all applicable statutory and administrative standards. The source of the requirement is referenced within parenthesis.

1. Sponsor acknowledges their responsibility for the settlement of all contractual and administrative issues arising out of their procurement actions (2 CFR § 200.318(k)).  
 Yes    No    N/A
  
2. Sponsor procurement actions ensure or will ensure full and open competition that does not unduly limit competition (2 CFR § 200.319).  
 Yes    No    N/A
  
3. Sponsor has excluded or will exclude any entity that develops or drafts specifications, requirements, or statements of work associated with the development of a request-for-qualifications (RFQ) from competing for the advertised services (2 CFR § 200.319).  
 Yes    No    N/A



4. The advertisement describes or will describe specific project statements-of-work that provide clear detail of required services without unduly restricting competition (2 CFR § 200.319).  
 Yes  No  N/A
5. Sponsor has publicized or will publicize a RFQ that:  
a. Solicits an adequate number of qualified sources (2 CFR § 200.320(d)); and  
b. Identifies all evaluation criteria and relative importance (2 CFR § 200.320(d)).  
 Yes  No  N/A
6. Sponsor has based or will base selection on qualifications, experience, and disadvantaged business enterprise participation with price not being a selection factor (2 CFR § 200.320(d)).  
 Yes  No  N/A
7. Sponsor has verified or will verify that agreements exceeding \$25,000 are not awarded to individuals or firms suspended, debarred or otherwise excluded from participating in federally assisted projects (2 CFR §180.300).  
 Yes  No  N/A
8. A/E services covering multiple projects: Sponsor has agreed to or will agree to:  
a. Refrain from initiating work covered by this procurement beyond five years from the date of selection (AC 150/5100-14); and  
b. Retain the right to conduct new procurement actions for projects identified or not identified in the RFQ (AC 150/5100-14).  
 Yes  No  N/A
9. Sponsor has negotiated or will negotiate a fair and reasonable fee with the firm they select as most qualified for the services identified in the RFQ (2 CFR § 200.323).  
 Yes  No  N/A
10. The Sponsor's contract identifies or will identify costs associated with ineligible work separately from costs associated with eligible work (2 CFR § 200.302).  
 Yes  No  N/A
11. Sponsor has prepared or will prepare a record of negotiations detailing the history of the procurement action, rationale for contract type and basis for contract fees (2 CFR §200.318(i)).  
 Yes  No  N/A
12. Sponsor has incorporated or will incorporate mandatory contact provisions in the consultant contract for AIP-assisted work (49 U.S.C. Chapter 471 and 2 CFR part 200 Appendix II)  
 Yes  No  N/A

13. For contracts that apply a time-and-material payment provision (also known as hourly rates, specific rates of compensation, and labor rates), the Sponsor has established or will establish:

- a. Justification that there is no other suitable contract method for the services (2 CFR §200.318(j));
- b. A ceiling price that the consultant exceeds at their risk (2 CFR §200.318(j)); and
- c. A high degree of oversight that assures consultant is performing work in an efficient manner with effective cost controls in place 2 CFR §200.318(j)).

Yes  No  N/A

14. Sponsor is not using or will not use the prohibited cost-plus-percentage-of-cost (CPPC) contract method. (2 CFR § 200.323(d)).

Yes  No  N/A

Attach documentation clarifying any above item marked with "no" response.

### Sponsor's Certification

I certify, for the project identified herein, responses to the forgoing items are accurate as marked and additional documentation for any item marked "no" is correct and complete.

I declare under penalty of perjury that the foregoing is true and correct. I understand that knowingly and willfully providing false information to the federal government is a violation of 18 USC § 1001 (False Statements) and could subject me to fines, imprisonment, or both.

Executed on this                      day of                      ,                      .

Name of Sponsor: City of Venice

Name of Sponsor's Authorized Official: Edward Lavallee

Title of Sponsor's Authorized Official: City Manager

Signature of Sponsor's Authorized Official:  \_\_\_\_\_  
Edward Lavallee (Jun 28, 2024 07:04 EDT)

I declare under penalty of perjury that the foregoing is true and correct. I understand that knowingly and willfully providing false information to the federal government is a violation of 18 USC § 1001 (False Statements) and could subject me to fines, imprisonment, or both.



---

## Certification and Disclosure Regarding Potential Conflicts of Interest Airport Improvement Program Sponsor Certification

---

Sponsor: City of Venice

Airport: Venice Municipal Airport

Project Number: 3-12-0082-027-2024

Description of Work:

### Application

Title 2 CFR § 200.112 and § 1201.112 address Federal Aviation Administration (FAA) requirements for conflict of interest. As a condition of eligibility under the Airport Improvement Program (AIP), sponsors must comply with FAA policy on conflict of interest. Such a conflict would arise when any of the following have a financial or other interest in the firm selected for award:

- a) The employee, officer or agent,
- b) Any member of his immediate family,
- c) His or her partner, or
- d) An organization which employs, or is about to employ, any of the above.

Selecting "Yes" represents sponsor or sub-recipient acknowledgement and confirmation of the certification statement. Selecting "No" represents sponsor or sub-recipient disclosure that it cannot fully comply with the certification statement. If "No" is selected, provide support information explaining the negative response as an attachment to this form. This includes whether the sponsor has established standards for financial interest that are not substantial or unsolicited gifts are of nominal value (2 CFR § 200.318(c)). The term "will" means Sponsor action taken at appropriate time based on the certification statement focus area, but no later than the end of the project period of performance.

### Certification Statements

1. The sponsor or sub-recipient maintains a written standards of conduct governing conflict of interest and the performance of their employees engaged in the award and administration of contracts (2 CFR § 200.318(c)). To the extent permitted by state or local law or regulations, such standards of conduct provide for penalties, sanctions, or other disciplinary actions for violations of such standards by the sponsor's and sub-recipient's officers, employees, or agents, or by contractors or their agents.

Yes    No

2. The sponsor's or sub-recipient's officers, employees or agents have not and will not solicit or accept gratuities, favors or anything of monetary value from contractors, potential contractors, or parties to sub-agreements (2 CFR § 200.318(c)).

Yes  No

3. The sponsor or sub-recipient certifies that is has disclosed and will disclose to the FAA any known potential conflict of interest (2 CFR § 1200.112).

Yes  No

Attach documentation clarifying any above item marked with "no" response.

### Sponsor's Certification

I certify, for the project identified herein, responses to the forgoing items are accurate as marked and have the explanation for any item marked "no" is correct and complete.

Executed on this            day of            ,            .

Name of Sponsor: City of Venice

Name of Sponsor's Authorized Official: Edward Lavallee

Title of Sponsor's Authorized Official: City Manager

**Signature** of Sponsor's Authorized Official:  Edward Lavallee (Jun 28, 2024 07:04 EDT)

I declare under penalty of perjury that the foregoing is true and correct. I understand that knowingly and willfully providing false information to the federal government is a violation of 18 USC § 1001 (False Statements) and could subject me to fines, imprisonment, or both.

# Memo to City Council - Airport Terminal - 070924 - Post Comment

Final Audit Report

2024-06-28

Created:	2024-06-27
By:	Nicholas Dumas (ndumas@venicefl.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAAALqYoyMfWqzxkgawJdcXwX9iaUidp1AOx

## "Memo to City Council - Airport Terminal - 070924 - Post Comment" History

-  Document created by Nicholas Dumas (ndumas@venicefl.gov)  
2024-06-27 - 5:34:48 PM GMT
-  Document emailed to Edward Lavallee (elavallee@venicefl.gov) for signature  
2024-06-27 - 5:39:49 PM GMT
-  Email viewed by Edward Lavallee (elavallee@venicefl.gov)  
2024-06-28 - 11:02:23 AM GMT
-  Document e-signed by Edward Lavallee (elavallee@venicefl.gov)  
Signature Date: 2024-06-28 - 11:04:01 AM GMT - Time Source: server
-  Agreement completed.  
2024-06-28 - 11:04:01 AM GMT