

NANTUCKET MEMORIAL AIRPORT COMMISSION

September 8, 2020

Agenda

YouTube Link

<https://youtu.be/xynq-xU-2Y>

1. Announcements
 - a. Chair reviews virtual meeting statement
 - b. This Meeting is Being Both Audio & Video Recorded
2. Review and Approve:
 - a. Agenda
 - b. 7/16/20, 7/29/20 and 8/11/20 Draft Minutes
 - c. Ratify 8/19/20 Warrant
3. Mr. Walsh-Supplement to July 2, 2029 Notice of Restriction
4. Pending Leases/Contracts as Set Forth on Exhibit 1, which Exhibit is Herein Incorporated by Reference
5. Pending Matters
 - b. **091019-01** Capital Approval Process/Home Rule Petition
 - c. **071420-03** Per- and Polyfluoroalkyl Substances (PFAS) Investigation Update
6. Finance
 - a. **071420-4** Lease Payment Abatement/Deferment Discussion
 - b. **090820-1** 4th Quarter Report FY20
7. Manager's Report
 - a. Project Updates
 - b. RFP/Bid Status
 - c. Operations Update
 - d. Statistics
 - e. Personnel Report
8. Commissioner's Comments
9. Public Comment
10. Executive Session – G.L. c.30A, §21 (a)
 - a. Review ES minutes of 5/28/13, 9/10/13, 1/14/14, 2/25/14, 3/11/14, 3/25/14, 6/24/14, 4/14/15, 5/12/15, 8/11/15, 9/8/15, 12/8/15, 2/9/16, 9/13/16, 12/13/16, 1/10/17, 5/11/17, 6/13/17, 7/11/17, 8/8/17, 9/12/17, 10/10/17, 11/14/17, 12/12/17, 1/9/18, 2/13/18, 3/16/18, 4/10/18, 5/8/18, 6/12/18, 6/29/18, 7/10/18, 8/14/18, 9/11/18, 11/13/18, 12/11/18, 1/14/19, 2/12/19, 3/12/19, 4/9/19, 5/14/19, 6/11/19, 7/12/19, 8/13/19, 9/10/19, 10/8/19, 11/12/19, 12/10/19, 1/14/20, 2/11/20, 3/10/20, 4/14/20, 5/12/20, 6/9/20, 7/14/20 for possible release; 7/16/20 and 8/11/20 for review and possible release.
 - b. Clause 3: To discuss strategy with respect to the litigation regarding the Gatto Claim, where the Chair has determined that an open session may have detrimental effect on the litigating position of the Airport Commission.
 - c. Clause 3: To discuss strategy with respect to the litigation regarding Walsh, where the Chair has determined that an open session may have detrimental effect on the litigating position of the Airport Commission.
 - d. Clause 3: To Discuss Strategy with Respect to Pursuing Legal Claims against Manufacturer of Polyfluoroalkyl Substances (PFAS), where the Chair has Determined that an Open Meeting May have a Detrimental Effect on the Litigating Position of the Airport Commission.
 - e. Clause 3: To Discuss Strategy with Respect to Potential Legal Claims against the Airport - Polyfluoroalkyl Substances (PFAS), where the Chair has Determined that an Open Meeting May have a Detrimental Effect on the Litigating Position of the Airport Commission.

**Remote Participation
Via Zoom and
Youtube**

5:00 PM

Town of Nantucket
NANTUCKET MEMORIAL AIRPORT
14 Airport Road
Nantucket Island, Massachusetts 02554

Thomas M. Rafter, Airport Manager
Phone: (508) 325-5300
Fax: (508) 325-5306



Commissioners
Daniel W. Drake, Chairman
Arthur D. Gasbarro, Vice Chair
Anthony G. Bouscaren
Andrea N. Planzer
Jeanette D. Topham

AIRPORT COMMISSION MEETING
July 16, 2020

Minutes of the Joint Meeting of July 16, 2020 with the Select Board and Board of Health. The meeting took place via Zoom in Nantucket, MA 02554 pursuant to Governor Baker's March 12, 2020 Order regarding the Open Meeting Law. Select Board members present were Dawn E. Hill Holdgate, Jason Bridges, Matt Fee, Kristie Ferrantella and Melissa Murphy. Airport Commission members present were Daniel Drake, Arthur Gasbarro and Jeanette Topham. Board of Health members present were Stephen Visco, Malcolm MacNab and Melissa Murphy. Also present were Town Manager C. Elizabeth Gibson, Airport Manager Tom Rafter, Assistant Airport Manager Noah Karberg, Health Director Roberto Santamaria, Operations Administrator Erika Mooney, Attorney John Giorgio of Town Counsel's office and Airport Counsel Mina Makarious. Members absent were Board of Health members James Cooper and Meredith Lepore and Airport Commission members Anthony Bouscaren and Andrea Planzer.

I. CONVENE IN OPEN SESSION - JOINT MEETING WITH BOARD OF HEALTH AND SELECT BOARD. Chair Hill Holdgate called the Select Board to order at 5:01 PM. She read a prepared statement of how the meeting would be conducted via remote participation and the ground rules for any discussion and called roll for those present. Chair Visco called the Board of Health to order at 5:04 PM and called roll for Board of Health members present. Chair Drake called the Airport Commission to order at 5:06 and called roll for Airport Commission members present.

At 5:07 PM, Ms. Ferrantella moved to adjourn the Select Board meeting to executive session for the purposes outlined on the agenda, not to return to open session; Mr. Fee seconded. So voted by roll call vote. Chair Hill Holdgate – Yes; Mr. Bridges – Yes; Mr. Fee – Yes; Ms. Ferrantella – Yes; Ms. Murphy – Yes.

At 5:08 PM, Dr. MacNab moved to adjourn the Board of Health meeting to executive session for the purposes outlined on the agenda, not to return to open session; Ms. Murphy seconded. So voted by roll call vote. Chair Visco – Yes; Dr. MacNab – Yes; Ms. Murphy – Yes.

At 5:09 PM, Mr. Gasbarro moved to adjourn the Airport Commission meeting to executive session for the purposes outlined on the agenda, not to return to open session; Ms. Topham seconded. So voted by roll call vote. Chair Drake – Yes; Mr. Gasbarro – Yes; Ms. Topham – Yes.

List of documents used at the meeting:

None.

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DRAFT

AIRPORT COMMISSION MEETING
July 29, 2020

The meeting was called to order at 5:00 pm by Chairman Daniel Drake with the following Commissioners present: Jeanette Topham, Arthur Gasbarro, Andrea Planzer and Anthony Bouscaren.

This meeting was conducted remotely by video conference via Zoom app and broadcasted on the Town of Nantucket YouTube Channel consistent with Governor Baker's Executive Order of March 12, 2020, due to the current State of Emergency in the Commonwealth and due to the outbreak of the "COVID-19 Virus".

Airport employees present were: Tom Rafter, Airport Manager, Noah Karberg, Assistant Airport Manager, Katy Perales, Office Manager and Lillian Sylvia, Administrative Assistant.

Also present was: Rich Lasdin, McFarland Johnson, Inc., Mina Makarious, Anderson and Krieger, Jim Soukup, Weston Solutions, Lisa Kammer, Weston Solutions, Millie Garcia-Serrano, Massachusetts Department of Environmental Protection (MassDEP), Angela Gallagher, MassDEP and Gerard Martin, MassDEP.

Mr. Drake read the Town's virtual meeting statement.

Mr. Drake announced the meeting was being audio and video recorded.

Mr. Drake asked for comments on the Agenda; hearing none, the Agenda was adopted.

Mr. Drake made a brief comment on the Airport's behalf concerning the timing of its initial announcement regarding Per- and Polyfluoroalkyl Substances (PFAS) situation. He noted that the Commission's goal through this meeting and any that follow, as well as the website created to make the latest information available to the public is to provide full transparency.

Millie Garcia Serrano, Southeast Region Administrator of MassDEP, thanked the Airport for its work in dealing with the PFAS problem. She noted that MassDEP has recently joined with other states to deal with "contaminants of emerging concern" of which PFAS is at the forefront. She said the process of developing contamination standards for drinking water is still in process. Finally she reiterated MassDEP's willingness to continue to support the Airport in its PFAS remediation efforts.

Presentation: "Airport PFAS Investigation and Remediation"- Mr. Rafter presented a presentation addressing the following topics (Presentation attached):

- Aqueous Film Forming Foam (AFFF) & PFAS background/information
- Regulatory and project timelines
- ACK response actions
- Point of Entry Treatment ("POET") Systems
- Project details and current status
- Moving forward/next steps
- Project team
- How to register to ask questions
- MassDEP PFAS fact sheet

Public Question and Answer-

Liz Shannon asked when the Airport will test PFAS levels in their current and former employees. Jim Soukup, Weston Solutions, explained that is something that has not been considered yet as it is not a requirement of MassDEP under the Massachusetts Contingency Plan (MCP). These regulations focus on environmental concerns. Ms. Garcia-Serrano, MassDEP explained that she encourages concerned citizens with regards to any personal health affects to consult their primary care physician. Ms. Garcia- Serrano also explained that the Department of Public Health is engaged in the PFAS conversation with MassDEP and that she would direct Ms. Shannon on who to speak with at the Department of Public Health regarding her question. It was pointed out that this is also touched on in the MassDEP PFAS fact sheet.

Ms. Shannon asked that there be more discussion, education and information regarding the biological affects that dangerous levels of PFAS may have.

Tom Szydowski, full time resident on Pochick Avenue and President of the Surfside Association, asked how the public will be notified once the Westside testing results are in. Mr. Drake explained that homeowners will be notified directly, and results will be posted on the website.

Andrew Mulcahy, who works for Housing Nantucket, asked for confirmation that if a property on the West Side tests over 200 PPT, that the adjoining properties will be then be tested. Mr. Soukup confirmed that is correct and explained that the initial sampling conducted on the first line of homes to the West of the Airport have been collected. Once the results are in, if any of the samples exceed the 20 MassDEP action level, then the next home to the West will be sampled and tested.

Bruce Mandel asked how efficient the POET systems for the removal of PFAS are compared to an activated charcoal system. Rich Lasdin, McFarland Johnson, Inc. explained that there are a variety of systems used for treating PFAS in homes and due to the seasonal nature of the homes that have been treated, the POET system is the most efficient system. Lisa Kammer explained that POET Systems were used in the Madaqucham Valley homes because of concentration and the seasonal nature of the homes. If homes on the West Side require a POET system, the same evaluation will be done on the home to determine what system should be installed. Ms. Kammer explained how the POET systems rempve PFAS from the water to below detection.

Mr. Mandel expressed concern that PFAS is also coming from other places on the island and asked if MassDEP is aware of any concerns regarding this. Mr. Drake explained that the Town Manager, Libby Gibson, has appointed Chuck Larson, Engineer, as a point person to perform an examination of town properties, including the landfill and wastewater treatment center, to see what the impact of PFAS might be from those facilities. Gerard Martin, MassDEP, explained that MassDEP is

aware and that they have been looking into where PFAS might come from and what it might be impacting. Mr. Martin explained that MassDEP's water division has worked with municipalities to test public water supplies for PFAS and are starting to look at other sources such as the landfills.

Mr. Mandel asked what happens to the PFAS chemicals that are collected in the filters and how are they disposed of safely. Mr. Soukup explained that there are two carbon or resin canisters in a system, where the PFAS is mostly if not all absorbed into the material of the first filter and then goes into the second filter where any chemicals that may have gotten through the first one will be caught by the second one. Mr. Soukup explained that they regularly test the water after the first tank and the water after the second tank, to monitor and determine how often the canisters need to be changed. Once they are changed, they take the carbon or resin canister out of the tank and it is shipped to a disposal facility that is licensed to handle these types of materials.

Emily Molden, Nantucket Land Council, thanked the Airport for all the reporting and data that has been collected and shared and that she is in support of the Airport's further effort to identify the extent of the contamination plume. Ms. Molden hopes that after the initial investigation of the extent of the plume, that continue to monitoring into the future that the contamination is as it makes its way through the groundwater, presumably towards the ocean.

Ms. Molden asked what the best resource of information for those that are not having their wells tested by the Airport to find consultants and labs that can help them to get their wells tested properly. Mr. Martin explained that googling environmental labs in your area can provide good information and to make sure they are able to perform a PFAS analysis. Mr. Martin explained that if people do decide to have their private wells sampled and are impacted, that he recommends notifying the Board of Health and MassDEP with those results. Mr. Martin explained that the State is currently doing a statewide random private well sampling program to gather more information on PFAS.

Meghan Perry asked if there was any reason to retest the municipal water source on island, that was tested for PFAS back in 2013. Mr. Martin explained that it is a different program but that MassDEP has been working with water supplies across the state to retest. Angela Gallagher, MassDEP, explained that Nantucket's water supply has not been tested for PFAS since 2013. Mr. Martin explained that they have weekly PFAS calls between the three Bureaus and the DEP southeast region and he will raise this question with the deputy regional director for the Bureau that oversees Nantucket's water supply.

Ms. Perry asked if there is any concern that the plume might move due to the increase in demand for water or wells on a single source aquifer. Mr. Martin explained that a zone two has been developed, which is the area of the aquifer that contributes water to that water supply, which is very conservative. The water supply wells are controlled under the state regulations on what they can pump and the studies that must go into designing wells and where they are going to be.

Ms. Perry asked if the water withdrawal permit, that the town has for municipal water, comes into play with the considerations discussed above. Mr. Martin explained that they are permitted limit how much it can be pumped from municipal wells.

Ms. Perry asked if the Airport has looked into signing an MDL (class action) and is looking into the chemical companies being held responsible. Mr. Drake said this is being discussed.

Ms. Perry asked if the Airport or Town can sign onto the multi-million-dollar fund that were created by the state to help with remediation. Mr. Drake explained that he understood the Airport was not eligible.

Robert Orlandi asked if you had to be a licensed lab technician to collect PFAS samples. Mr. Soukup explained that you do not need to be licensed or have special certification to collect the sample but that sampling for PFAS is very tricky, as PFAS comes in a variety of household uses and recommends having someone skilled and trained in collecting sampling, otherwise you risk cross contamination.

Mr. Orlandi asked where POET systems are installed in the home. Mr. Soukup explained that each system is customized to the specific home and it depends on a variety of factors, such as where the water comes into the home, the concentrations etc.

Mr. Orlandi asked who collects the samples. Mr. Soukup explained that there are technicians at Weston Solutions who have been doing that work.

Mr. Orlandi asked how long the filters last. Mr. Soukup explained that it depends on the homes water usage and level of concentrations. Mr. Soukup explained that once a POET system is installed into a home, they typically do sampling on a monthly basis, which in turn allows for a curve that shows how often the filters need to be replaced.

Ms. Shannon asked how listeners can obtain the contact information for the participants. Mr. Drake explained to reach out to Mr. Karberg for this information.

Ms. Shannon asked when the Airport replaced the AFFF that contained PFAS with another product that does not have PFAS. Mr. Rafter explained that the Airport removed foam that contained PFAS from the fuel farm fire suppression system, under a state program and which the state disposed of. The Airport currently tests the the mix of AFFF by utilizing a cart system, to catvch the foam and recycle it back into the firetruck. This does allows the Airport to to test the AFFF mix as required by the FAA without dispersing it on to the ground. Only in the case of an emergency wpould AFFF be sprayed on the ground.. Mr. Drake explained that the FAA has not yet changed the specification for firefighting foam. Mr. Rafter explained that they are working on developing a PFAS free foam.

Ms. Shannon asked if employees have been provided with new Personal Protective Equipment (PPE). Mr. Rafter explained that the Airport is looking into this.

Ms. Shannon asked what has been done to identify other sites where AFFF has been used on the island. Mr. Drake explained that the Airport has not done anything in that respect . Elizabeth Gibson, Town Manager, then explained that the Select Board had just executed a contract to conduct an initial risk assessment to determine that issue.

Commissioners Comments:

Mr. Gasbarro reported the date and time of the next Commission Meeting, which is August 11th at 5:00PM and that the Airport will also be holding an Energy and Environment Sub-committee meeting where the subcommittee will review and discuss scopes of services related to the continued study of this issue that will be brought forth to the Commission.

Ms. Topham thanked the public for coming forward with their questions and comments.

Mr. Drake thanked everyone for their participation and asked for the public's continued interest and patience as the Airport breaks new ground on this difficult issue. Mr. Drake thanked MassDEP for participating.

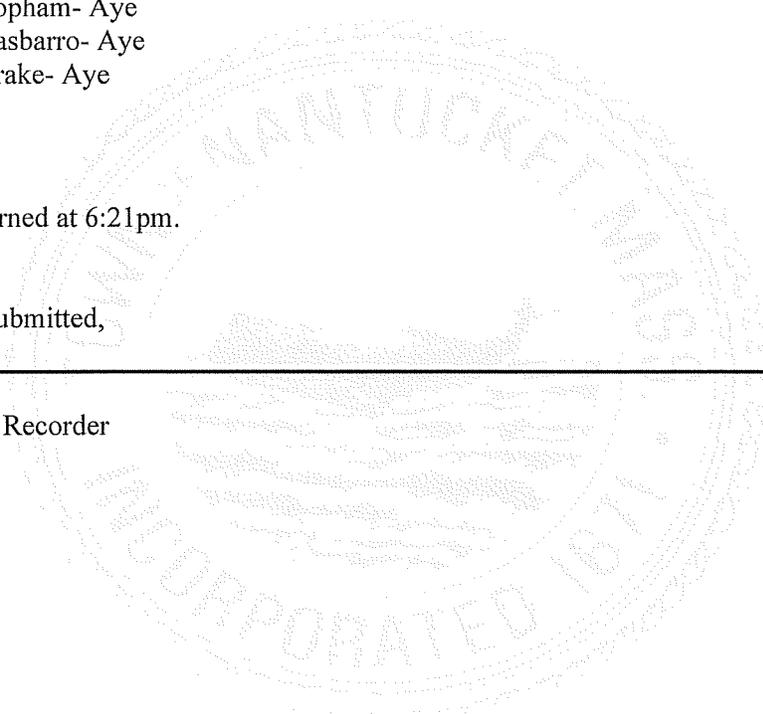
Mr. Bouscaren made a **Motion** to adjourn. **Second** by Ms. Topham and **Passed** by the following roll call vote:

- Ms. Planzer- Aye
- Mr. Bouscaren- Aye
- Ms. Topham- Aye
- Mr. Gasbarro- Aye
- Mr. Drake- Aye

Meeting adjourned at 6:21pm.

Respectfully submitted,

Lillian Sylvia, Recorder



NANTUCKET MEMORIAL AIRPORT



ACK PFAS Public Information Session

Presented by:
Nantucket Memorial Airport
Daniel Drake, Commission Chair
Tom Rafter, Airport Manager

July 29, 2020

Visit www.ACK-PFAS.com

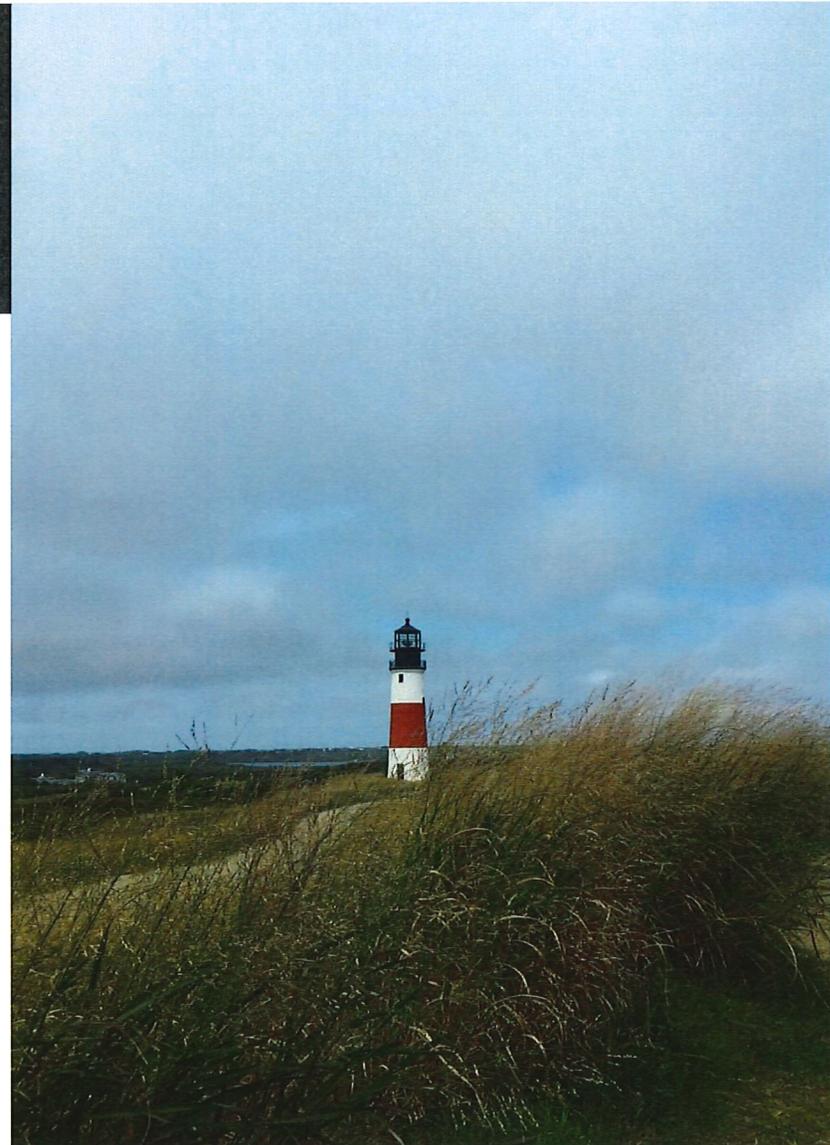


Presentation Overview

1. AFFF & PFAS Background/Information
2. Regulatory and Project Timelines
3. ACK Response Actions
4. Point of Entry Treatment (“POET”) Systems
5. Project Details and Current Status
6. Moving Forward/Next Steps
7. Project Team
8. Questions and Comments

APPENDICES:

- Instructions on How to Register to Ask Questions
- MassDEP Fact Sheet



Aqueous Film Forming Foam (AFFF) & Per- and Polyfluoroalkyl Substances (PFAS) Background

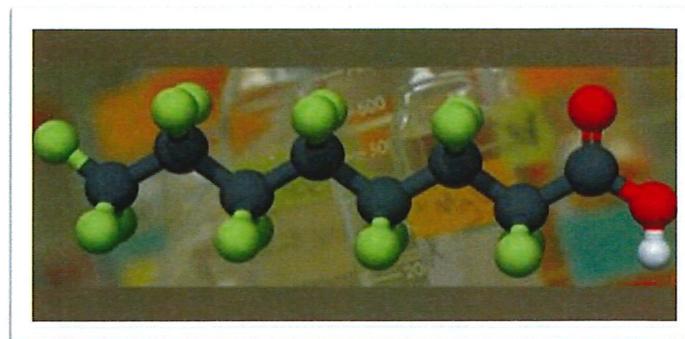


Fire safety training operations with AFFF at ACK

- The use of Aqueous Film Forming Foam (AFFF), containing PFAS, has been required by the Federal Aviation Administration (FAA) for all commercial service airports throughout the U.S. for more than 30 years.
- Per FAA requirements, AFFF has been used in training exercises to prepare for airport emergencies and for FAA certification inspections.
- PFAS compounds are man-made chemicals that have been in use in a variety of products since the 1930s.
- ACK is not unique – Approximately 524 airports across the U.S. have been required by the FAA to use AFFF.

General Characteristics of PFAS Compounds

- Persistent in the environment
- Water soluble and mobile in groundwater
- Scientific understanding and regulatory actions are continuing to evolve.
- Per the MassDEP Fact Sheet, studies of the 6 PFAS compounds in laboratory animals and studies of exposed people indicate some PFAS compounds are toxic with high concentrations and/or long-term exposure:
 - Developmental effects in fetuses
 - Possible effects on thyroid, liver, kidneys, hormone levels, and the immune system
 - Cancer risk may exist in people exposed to levels above the EPA lifetime drinking water Health Advisory of 70 parts per trillion (ppt)



PFAS Chemical Structure

*Please refer to the MassDEP and U.S. EPA Fact Sheets on the www.ack-pfas.com website

Per- and Polyfluoroalkyl Substance (PFAS) Sources



Industrial and Commercial Property Use

- Military facilities
- Dry cleaners
- Car washes
- Industrial and manufacturing facilities



Household/Consumer Products

- Including stain- and water-repellent fabrics, nonstick products (e.g., Teflon), cookware, polishes, waxes, paints, cleaning products, shampoos, sunscreens, moisturizers, insect repellents, cosmetics, fast food packaging, microwave popcorn bags, dental floss



Aqueous Film Forming Foams (AFFF)

- For emergency use and firefighting training and certification (required annually by the FAA) since at least 1989

Regulatory Timeline

U.S. EPA May 2016 - Issued a Health Advisory citing a lifetime risk of 70 ppt for drinking water covering two PFAS compounds.

There are currently no U.S. EPA federal drinking water standards for PFAS compounds, only this guideline.

MassDEP June 2018 – Set a guideline of 70 ppt for any combination of 5 PFAS compounds.

MassDEP January 2019 - Announced its intention to initiate the process to develop a drinking water standard for a group of PFAS compounds.

MassDEP December 27, 2019 – Adopted revisions to the Massachusetts drinking water regulations for PFAS where the standard is 20 ppt for the sum of the concentrations of six PFAS compounds.



Project Timeline

March 11, 2019	MassDEP issues Request for Information (RFI) to ACK
April 2, 2019	ACK responds with all requested information including past and current AFFF use
December 6, 2019	MassDEP issues Notice of Response Action (NORA)
December 21, 2019	ACK sends access agreements to commence testing on Madequecham Valley Road (MVR)
December 27, 2019	MassDEP issues drinking water standard of 20 ppt for private wells for the sum of six PFAS compounds
February 14, 2020	Ground water testing of airport wells and Thompson House well (airport-owned) on MVR
March 3, 2020	MassDEP informed of ACK property test results
April 29, 2020	Immediate Response Action Plan (IRA Plan) submitted to MassDEP
May 6, 2020	Madequecham Valley Road testing commences Installation of the Thompson House POET system
June 10-12, 2020	Installation of 3 POET systems on MVR
July 14, 2020	Airport Commission authorized task order for testing residences west of ACK and continued work on MVR
July 20, 2020	West side residences testing commences
July 22-23, 2020	Installation of 2 POET systems on MVR



Airport property monitoring well
ACK and MassDEP documents located on the www.ask-pfas.com website

ACK Response Actions

ACK Actions as required by MassDEP

Results: greater than non-detect up to 20 parts per trillion (ppt)

Response: Verbal or electronic notification of homeowner, provide bottled water, no treatment, followed by quarterly monitoring.

Results: greater than 20ppt up to 200ppt

Response: Verbal or electronic notification of homeowner, provide bottled water, design and install treatment system.

Results: 200ppt or greater (deemed Imminent Health Hazard by MassDEP)

Response: Verbal and electronic notification of homeowner, provide bottled water, and install treatment system on an expedited basis.



Point of Entry Treatment (POET) Systems



01

Designed and installed by the Airport consultants

02

Redundant design to ensure system protection

03

Design unique to each home

04

Initial monthly testing to ensure efficacy of system, then quarterly

05

Provision of bottled water until water samples confirm removal of PFAS

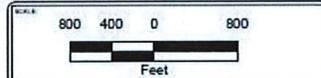


ACK Site Map

Source:
1. MassGIS Data: USGS Color Ortho Imagery (2013/2014)

Legend

- Drinking Water Well
- Known AFFF Release Areas
- Groundwater Elevation Contour
- - - Inferred Groundwater Elevation Contour
- ➔ Groundwater Flow Direction
- ⊕ Monitoring Well
- RWY 12 Runway
- A Taxiway
- ⊙ Gate
- Site Fence
- 7.20' Groundwater Elevation (feet)



TITLE
NANTUCKET MEMORIAL AIRPORT SITE MAP

PROJECT: NANTUCKET MEMORIAL AIRPORT
14 AIRPORT RD, NANTUCKET, MA 02554

CLIENT NAME: NANTUCKET MEMORIAL AIRPORT

WESTON
CONSULTANTS, INC.

DATE: 4/15/2020

FIGURE #: 2

Known ACK AFFF Application, Approximate Summary

Location	Date Range	Frequency	Estimated Total AFFF Conc applied (gallons)
Sand Pit	1989-1994	1-2 applications/year	150-300
Sand Pit	2008	1 application	10
RW6 Runup (w)	1995-2015	1-2 total applications	25-50
Strojny Lot	2015-2018	6 annual applications	600-750
South Ramp @ J (w)	2015-2018	1-2 annual applications	25-50
RW 24 Approach	1995-2015	1-2 applications/year	275-550
Fuel Farm (w)	1998-2013	Every 2 years	200
RW 15/33 Mid	1989-2013	Annual	625
South Ramp @ B (w)	1995-2015	1-2 total applications	25-50

Total Estimated AFFF Application: Between 1, 910 and 2, 535 gallons

Information taken from Exhibit G of the Request for Information (RFI) Response, dated April 2, 2019. See www.ACK-PFAS.com for a full copy of the document.

(w) – indicates location is on the western side of the airport property

Current Status

Madequecham Valley Road

- 22 parcels total
- 19 tested, 1 pending, 2 nonresponsive owners
- 5 over 200ppt
- 3 between 20ppt and 200ppt
- 4 below 20ppt
- 3 non detect (ND)
- 4 results pending
- 6 treatment systems installed (2 pending)
- 14 on bottled water
- Testing is still ongoing

West of Airport Properties

- 22 parcels
- 20 confirmed wells
 - 20 access agreements received
 - 20 tested
 - Initial results expected about August 7th
- Testing is still ongoing



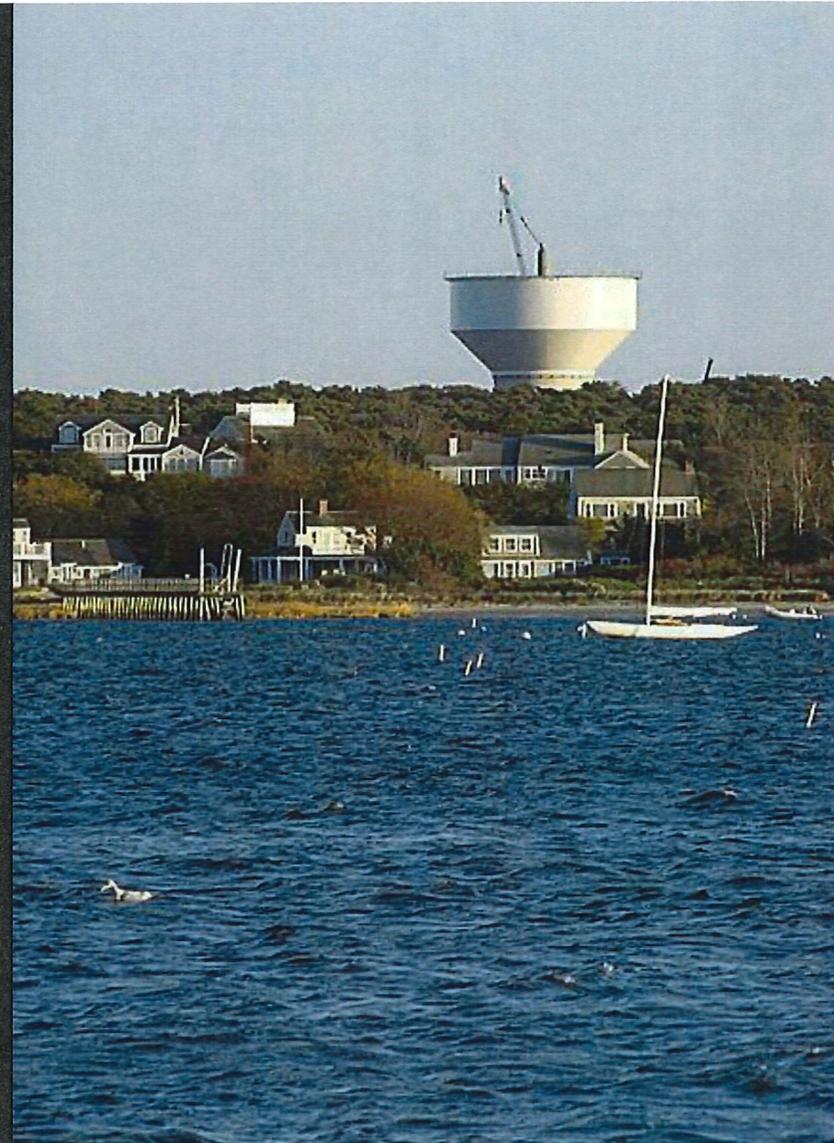
Moving Forward

Madequecham Valley Road

- Obtain access agreements for remaining properties
- Complete testing and notify homeowners
- Complete treatment system installation
- Continuing testing to determine system maintenance schedule and to monitor homes without treatment systems
- Winterize and activate systems for seasonal homes – annual requirement

West of Airport Properties

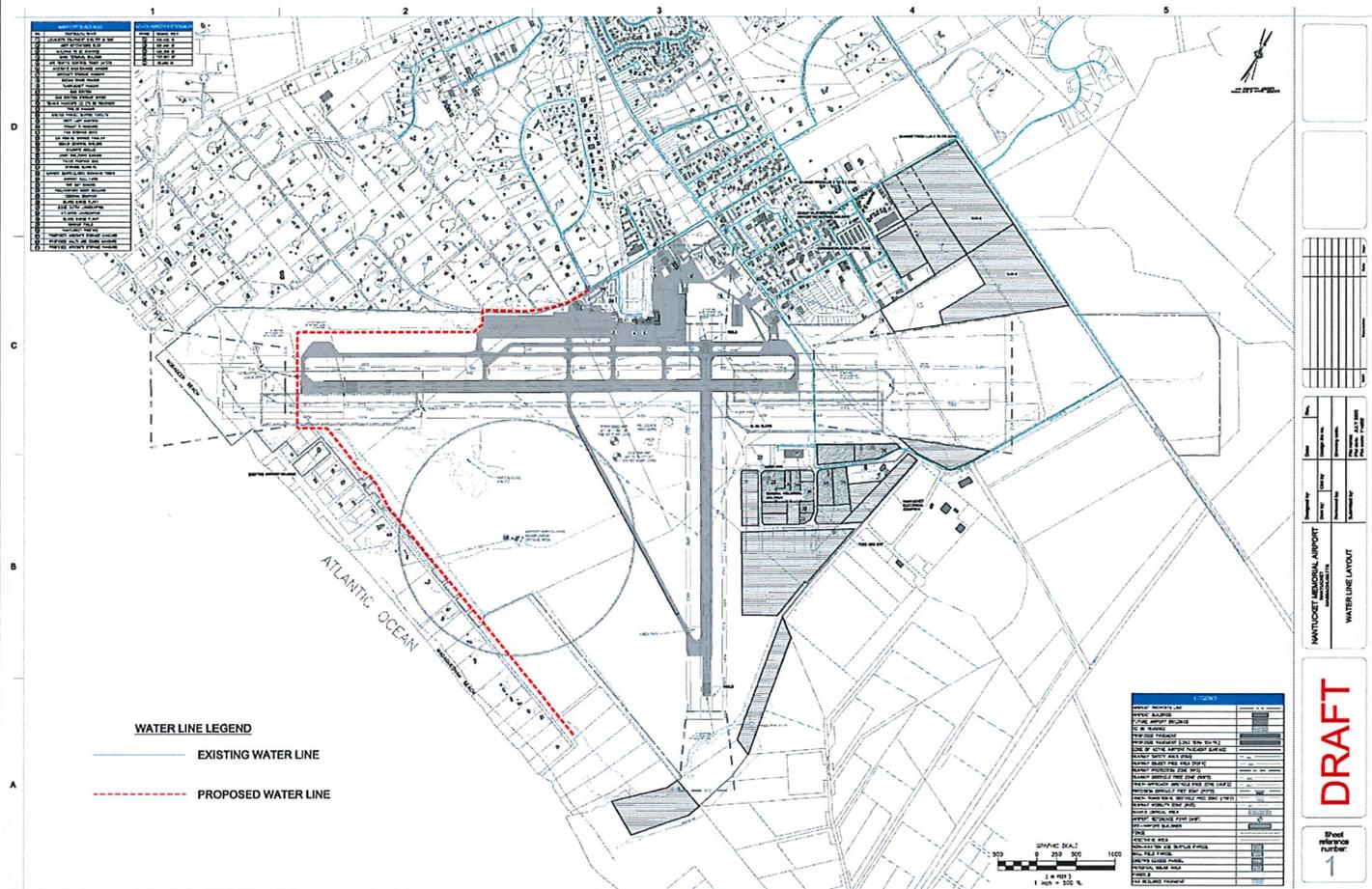
- Same protocol as MVR for testing and treatment systems, if needed
- If results at or above 20 ppt, adjacent parcels to be sampled
- Possible follow up testing for homes without treatment systems



Other Next Steps:

- Continued testing and analysis
- Investigate nature and extent of groundwater impact
- Insure funding to expedite the process
- Continued public outreach and communication

★ Working with Wanacomet Water Company to provide town water to affected properties



Project Team



Nantucket Memorial Airport

Website: www.ack-pfas.com

Noah Karberg – Assistant Airport Manager

Email: nkarberg@nantucketairport.com

Phone: (508) 325-7531



McFarland-Johnson, Inc.

Airport Consulting Engineering

Richard Lasdin, Project Manager



Weston Solution

Licensed Site Professional (LSP)

James Soukup, LSP, PG, RG

Lisa Kammer, Project Manager

Thank you

Public Questions and Comments

Please use the *"Raise Hand"* function to ask a question or provide a comment. You will be called upon in order.

If you do not get your question addressed or have comments after this meeting, please submit your questions and comments to:

Noah Karberg, Assistant Airport Manager
nkarberg@nantucketairport.com

Please visit www.ACK-PFAS.com



How to Register to Ask Questions

Commission Public Information Session - July 29, 2020 at 5:00pm

This Commission Public Information Session will be held on Wednesday, July 29, 2020 at 5pm. This meeting will be hosted on Zoom Webinar. See links below for the instructions and access.

To view the meeting on YouTube, please use this link: https://youtu.be/ZhiWezscC_0.

To register as a meeting participant and to participate during the public comment portion of the meeting, please use this link for access to Zoom Webinar:

https://zoom.us/webinar/register/WN_bIDbdg3JTaWs17i9JYSY0g.

To review the instructions on how this public meeting will occur and how public comment and participation will take place, please use the link below. This meeting will be run similar to the current Nantucket Select Board Meeting format. Please refer to *“New Public Participation Guidelines for Select Board Meetings”* section for the instructions for this meeting.

<https://www.nantucket-ma.gov/138/Boards-Commissions-Committees>



MassDEP Fact Sheet

Per- and Polyfluoroalkyl Substances (PFAS) in Drinking Water: Questions and Answers for Consumers

What are PFAS and how are people exposed to them?

PFAS are fluorinated organic chemicals. Two PFAS chemicals, perfluorooctanoic acid (PFOA) and perfluorooctanesulfonic acid (PFOS) were extensively produced and are the most studied and regulated of these chemicals. Several other PFAS that are similar to PFOS and PFOA exist. These PFAS are contained in some firefighting foams used to extinguish oil and gas fires. They have also been used in a number of industrial processes and to make carpets, clothing, fabrics for furniture, paper packaging for food and other materials (e.g., cookware) that are resistant to water, grease and stains. Because these chemicals have been used in many consumer products, most people have been exposed to them.

While consumer products and food are the largest source of exposure to these chemicals for most people, drinking water can be an additional source of exposure in communities where these chemicals have contaminated water supplies. Such contamination is typically localized and associated with a specific facility, for example, an airfield at which they were used for firefighting or a facility where these chemicals were produced or used.

What are the levels of concern?

Scientific information and regulatory actions on PFAS are rapidly evolving. Currently, there are no enforceable federal standards for these substances in public drinking water. However, in May 2016, the United States Environmental Protection Agency (EPA) issued a lifetime drinking water Health Advisory (HA) of 70 nanograms (ng) per liter (l) (70 ng/l which equals 70 parts per trillion or ppt) for any combination of PFOA and PFOS. In June 2018, MassDEP extended this advisory to include three additional related PFAS chemicals - perfluorononanoic acid (PFNA), perfluorohexanesulfonic acid (PFHxS) and perfluoroheptanoic acid (PFHpA). This Massachusetts value, called a MassDEP Office of Research and Standards Guideline (ORSG), is a maximum recommended level for drinking water. It is set to be protective against adverse health effects for all people consuming the water for a lifetime and also applies to shorter-term exposures of weeks to months during pregnancy and breast feeding.

On December 27, 2019 MassDEP proposed revisions to the Massachusetts drinking water regulations that would establish a regulatory drinking water standard or Massachusetts Maximum Contaminant Level (MCL) for per and polyfluoroalkyl substances (PFAS). These revisions would establish a MMCL of 20 ng/L (or parts per trillion) for the sum of the concentrations of six specific PFAS: perfluorooctane sulfonic acid (PFOS); perfluorooctanoic acid (PFOA); perfluorohexane sulfonic acid (PFHxS); perfluorononanoic acid (PFNA), perfluoroheptanoic acid (PFHpA), and perfluorodecanoic acid (PFDA). The proposed standard is supported by recent scientific developments in understanding the health effects of PFAS and is aligned with PFAS cleanup standards promulgated by the Waste Site Cleanup Program. For information on the proposed MMCL see: <https://www.mass.gov/regulations/310-CMR-22-the-massachusetts-drinking-water-regulations>

On January 27, 2020, MassDEP issues an updated Office of Research and Standards Guideline (ORSG) for

MassDEP - Drinking Water Program - One Winter Street - Boston, MA 02108
<https://www.mass.gov/drinking-water-program>

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drinking water of 20 ng/L for these six PFAS compounds. The ORSG and the technical support document explain the basis of both the MassDEP revised cleanup standards and the proposed MMCL for drinking water. The updated ORSG replaces the June 2018 guideline for PFAS in drinking water. See the updated ORSG and technical support document here: <https://www.mass.gov/info-details/per-and-polyfluoroalkyl-substances-pfas#health-advisories-and-downloadable-fact-sheets>

Based on the current ORSG, MassDEP recommends that:

- 1) consumers in sensitive subgroups (pregnant women, nursing mothers and infants) not consume water when the level of the six PFAS substances, individually or in combination, is above 20 ppt; and,
- 2) public water suppliers take steps expeditiously to lower levels of the six PFAS, individually or in combination, to below 20 ppt for all consumers.

What does MassDEP currently recommend while the standard is being finalized?

If you are a sensitive consumer (pregnant women, nursing mothers, and infants) you can minimize your exposure by using bottled water that has been tested for PFAS for drinking, making infant formula and cooking of foods that absorb water or use a home water treatment system that is certified to remove PFAS by an independent testing group such as National Sanitation Foundation (NSF), Underwriters Laboratories (UL), Water Quality Association or the CSA Group. See MassDEP's website on PFAS (under "Bottled water and home water filters") for more information <https://www.mass.gov/info-details/per-and-polyfluoroalkyl-substances-pfas>.

What health effects are associated with exposure to PFAS?

The MassDEP ORSG and proposed MMCL are based on studies of the 6 PFAS substances in laboratory animals and studies of exposed people. Overall, these studies indicate that exposure to sufficiently elevated levels of the 6 PFAS compounds, may cause developmental effects in fetuses during pregnancy and in breastfed infants. Effects on the thyroid, the liver, kidneys, hormone levels and the immune system have also been reported. Some studies suggest a cancer risk may exist in people exposed to levels well above the EPA Health Advisory.

It is important to note that consuming water with PFAS above the recommended limits does not mean that adverse effects will occur. The degree of risk depends on the level of the chemicals and the duration of exposure. The recommended limit assumes that individuals drink only contaminated water, which typically overestimates exposure, and are also exposed to PFAS from sources beyond drinking water, such as food. To enhance safety, several uncertainty factors are additionally applied to account for the differences between animals and humans, and to account for the differences between people. Scientists are still working to study and better understand the health risks posed by exposures to PFAS. If your water has been found to have PFAS and you have specific health concerns, you may wish to consult with your doctor.

How can I find out about contaminants in my drinking water?

If you get your water from a public water system, you should contact them for this information. For a contact list for all public water systems in the Commonwealth you may visit: <https://www.mass.gov/lists/drinking-water-health-safety#contacts> then under "Contacts" click on "MA Public Water Supplier contacts sorted by Town."

For private well owners, you may want to contact your local Board of Health, Town government or town

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<https://www.mass.gov/drinking-water-program>

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PFAS UPDATE - JULY 2020

For access to the links shown in the [MassDEP Fact Sheet](#) above please [click here](#)

Since people eat a variety of foods, the risk from the occasional consumption of produce grown in soil or irrigated with water contaminated with PFAS is likely to be low. Families who grow a large fraction of their produce would experience higher potential exposures and should consider the following steps, which should help reduce PFAS exposures from gardening:

- o Maximize use of rainwater or water from another safe source for your garden.
- o Wash your produce in clean water after you harvest it.
- o Enhance your soil with clean compost rich in organic matter, which has been reported to reduce PFAS uptake into plants.
- o Use raised beds with clean soil.

- **NOTE ON BOILING WATER:** Boiling water will not destroy these chemicals and will increase their levels somewhat due to water evaporation.
- **NOTE ON BOTTLED WATER:** Even though bottlers are not required to test for PFAS, some bottlers have tested. The best way to know if the bottled water you are drinking or plan to drink has been tested for PFAS is to contact the bottler and ask for the latest testing results. Contact information should be available on the bottle or you may need to search the internet. For more information, see MassDEP's website on PFAS (under "Bottled water and home water filters"), <https://www.mass.gov/info-details/per-and-polyfluoroalkyl-substances-pfas>.

Where can I get more information on PFAS?

MassDEP PFAS Information. <https://www.mass.gov/info-details/per-and-polyfluoroalkyl-substances-pfas>

Interstate Technology and Regulatory Council (ITRC). PFAS. <https://www.itrcweb.org/learn/PublicTeamID=78>

Association of State Drinking Water Administrators PFAS webpage <https://www.asdwa.org/pfas/>

EPA's Drinking Water Health Advisories for PFOA and PFOS can be found at: <https://www.epa.gov/ground-water-and-drinking-water/drinking-water-health-advisories-pfoa-and-pfos>

The Centers for Disease Control and Prevention's Public Health Statement for PFOS and PFOA can be found at: <https://www.atsdr.cdc.gov/pfas/index.html>

For additional information on possible health effects, you may contact the Massachusetts Department Environmental Protection, Office of Research and Standards at 617-556-1165.

For information on the MassDEP Drinking Water Program, you may visit <https://www.mass.gov/drinking-water-program> or contact the program at program.director-dwp@state.ma.us or 617-292-5770.

public water supplier for information specific to your Town. For water testing for PFAS compounds, MassDEP recommends the use of a state "Approved" or certified analytical laboratory. Local Private Well Regulations may specify the use of a state certified lab. Massachusetts is currently developing state PFAS lab certification, but until available, it recognizes other third party approvals with an "Approved" designation. A searchable list of MassDEP certified labs can be found at: <http://eeonline.eea.state.ma.us/DEP/Labcert/Labcert.aspx>

What options should be considered when PFAS in drinking water is above MassDEP's drinking water guideline (ORSG) or proposed MMCL?

- ✓ Sensitive subgroups, including pregnant women, nursing mothers and infants, should consider using bottled water that has been tested for PFAS, for drinking, cooking of foods that absorb water (like pasta) and to make infant formula. Bottled water that has been tested for PFAS, or formula that does not require adding water, are alternatives.
- ✓ For older children and adults, the recommended guideline is applicable to a lifetime of consuming the water. For these groups, shorter duration exposures present less risk. However, if you are concerned about your exposure while steps are taken to assess and lower the PFAS concentration in your drinking water, use of bottled water that has been tested for PFAS will reduce your exposure.
- ✓ Water contaminated with PFAS can be treated by some home water treatment systems that are certified to remove PFAS by an independent testing group such as NSF, UL, Water Quality Association or the CSA Group. These may include point of entry systems, which treat all the water entering a home, or point of use devices, which treat water where it is used, such as at a faucet.
- ✓ In most situations the water can be safely used for washing and rinsing foods and washing dishes.
- ✓ For washing items that might go directly into your mouth, like dentures and pacifiers, only a small amount of water might be swallowed and the risk of experiencing adverse health effects is very low. You can minimize any risk by not using water with PFAS greater than the MassDEP guideline to wash such items.
- ✓ The water can be safely used by adults and older children for brushing teeth. However, use of bottled water should be considered for young children as they may swallow more water than adults when they brush their teeth. If you are concerned about your exposure, even though the risk is very low, you could use bottled water for these activities.
- ✓ Because PFAS are not well absorbed through the skin, routine showering or bathing are not a significant concern unless PFAS levels are high. Shorter showers or baths, especially for children who may swallow water while playing in the bath, or for people with skin conditions (rashes, cuts, etc.) would limit any absorption from the water. Based on information from the Connecticut Department of Health, which is the only State to have issued guidance on this issue, water should not be used, long-term, for showering and bathing if the PFAS level exceeds 210 ppt.
- ✓ For pets or companion animals, the health effects and levels of concern to mammalian species, like dogs, cats and farm animals, are likely to be similar to those for people. However, because these animals are different sizes, have different lifespans, and drink different amounts of water than people it's not possible to predict what health effects an animal may experience from drinking water with PFAS concentrations greater than the MassDEP guideline. There is some evidence that birds may be more sensitive to PFAS. There is little data on PFAS effects on other species like turtles, lizards, snakes and fish. As a precaution, if you have elevated levels of PFAS in your water, you may wish to consider using alternative water for your pets. If you have concerns, you may also want to consult with your veterinarian.
- ✓ For gardening or farming, certain plants may take up some PFAS from irrigation water and soil. Unfortunately, there is not enough scientific data to predict how much will end up in a specific crop.

For access to the links shown in the MassDEP Fact Sheet above please [click here](#)

Town of Nantucket
NANTUCKET MEMORIAL AIRPORT
14 Airport Road
Nantucket Island, Massachusetts 02554

Thomas M. Rafter, Airport Manager
Phone: (508) 325-5300
Fax: (508) 325-5306



Commissioners
Daniel W. Drake, Chairman
Arthur D. Gasbarro, Vice Chair
Anthony G. Bouscaren
Andrea N. Planzer
Jeanette D. Topham

AIRPORT COMMISSION MEETING
August 11, 2020

The meeting was called to order at 5:00 pm by Chairman Daniel Drake with the following Commissioners present: Jeanette Topham, Arthur Gasbarro and Anthony Bouscaren.

Commissioner Andrea Planzer was absent.

This meeting was conducted remotely by video conference via Zoom app and broadcasted on the Town of Nantucket YouTube Channel consistent with Governor Baker's Executive Order of March 12, 2020, due to the current State of Emergency in the Commonwealth and due to the outbreak of the "COVID-19 Virus".

Airport employees present were: Tom Rafter, Airport Manager, Noah Karberg, Assistant Airport Manager, Katy Perales, Office Manager and Lillian Sylvia, Administrative Assistant.

Also present was: Rich Lasdin, McFarland Johnson, Inc.

Mr. Drake read the Town's virtual meeting statement.

Mr. Drake announced the meeting was being audio and video recorded.

Mr. Drake asked for comments on the Agenda; hearing none, the Agenda was adopted.

Mr. Gasbarro made a **Motion** to approve the 7/14/20, 4:15PM draft minutes and the 7/14/20, 5:00PM draft minutes. **Second** by Ms. Topham and **Passed** by the following roll call vote:

Mr. Bouscaren- Aye
Ms. Topham- No
Mr. Gasbarro- Aye
Mr. Drake- Aye

Mr. Bouscaren made a **Motion** to ratify the 6/30/20, 7/22/20 and 8/11/20 Warrants. **Second** by Mr. Gasbarro and **Passed** by the following roll call vote:

Mr. Bouscaren- Aye
Ms. Topham- Aye
Mr. Gasbarro- Aye
Mr. Drake- Aye

071420-1 Election of Officers/Assign Sub-Committee Members-

Mr. Boscaren made a **Motion** to nominate Mr. Drake as Chairman of the Commission. **Second** by Ms. Topham and **Passed** by the following roll call vote:

Mr. Boscaren- Aye
Ms. Topham- Aye
Mr. Gasbarro- Aye
Mr. Drake- Abstain

Ms. Topham made a **Motion** to nominate Mr. Gasbarro as Vice-Chairman of the Commission. **Second** by Mr. Boscaren and **Passed** by the following roll call vote:

Mr. Boscaren- Aye
Ms. Topham- Aye
Mr. Gasbarro- Abstain
Mr. Drake- Aye

Mr. Boscaren made a **Motion** to approve the reappointment of the Sub-Committee members as constituted for FY20 to serve in FY21. **Second** by Ms. Topham and **Passed** by the following roll call vote:

Mr. Boscaren- Aye
Ms. Topham- Aye
Mr. Gasbarro- Aye
Mr. Drake- Aye

Pending Leases/Contracts – Mr. Rafter presented for approval the following contracts:

- **JetBlue Airways Corporation-** Seasonal Airline agreement in the amount of \$40,586.68. Plus landing fees.
- **United Airlines, Inc.-** Seasonal Airline agreement in the amount of \$24,666.68. Plus landing fees.
- **Delta Airlines, Inc.-** Seasonal Airline agreement in the amount of \$27,547. Plus landing fees.
- **Ross Rectrix HYA, LLC-** Operating agreement for ground handling for JetBlue for an annual business fee of \$1,500.
- **Reliant Air-** Operating agreement for a scheduled service operator for an annual business fee of \$1,500. Plus landing fees.
- **Verrill Dana, LLP-** Letter of agreement for a sub under Airport council, Anderson and Krieger to represent the Airport regarding the Hertz bankruptcy proceeding.
- **LeVangie Electric Company-** Contract in the amount of \$3,119,900 for the safety and security project phase II for security cameras, door/door, hardware, gates and fencing. This project will be 100% funded by FAA and MassDOT.
- **Stantec Consulting Services, Inc.-** Contract for AIP and on-call engineering and architectural services. Task orders are assigned for each project with an amount. This is a three-year contract.
- **Jacobs Engineering Group-** Contract amendment in the amount of \$220,403 for supplemental agreement No. 1 for Taxiway 'E' task order to increase funds related to environmental permitting efforts. Anticipated funding is 95% FAA and 5% MassDOT.

The last four McFarland Johnson Inc. contracts as shown on Exhibit 1, regarding PFAS and the South Apron Noise Berm study will be discussed as items shown later on the Agenda.

Mr. Gasbarro made a **Motion** to approve the agreements, contracts and contract amendments as presented. **Second** by Mr. Bouscaren and **Passed** by the following roll call vote-

Mr. Bouscaren- Aye
Ms. Topham- Aye
Mr. Gasbarro- Aye
Mr. Drake- Aye

071420-2 Airport Manager Contract Discussion- Mr. Drake reported that Mr. Rafter is not seeking any changes in the current Airport Manager's contract.

Mr. Bouscaren made a **Motion** to approve Mr. Rafter's Airport Manager's contract in its present form with the updated salary to be affective for three years starting July 1, 2020. **Second** by Ms. Topham and **Passed** by the following roll call vote-

Mr. Bouscaren- Aye
Ms. Topham- Aye
Mr. Gasbarro- Aye
Mr. Drake- Aye

Pending Matters – Mr. Rafter reported on:

- **050916-1 Crew Quarters Development-** No change. This item will be removed from the Agenda indefinitely.

- **091019-01 Capital Approval Process/Home Rule Petition (Formally Town Government Study Committee)-** Mr. Rafter reported that Article 94 in the warrant was passed at Annual Town Meeting (ATM). The town clerk is preparing a certified copy of the vote and Town Administration will forward to Legislative Representatives.

071420-03 Per- an polyfluoroalkyl substances (PFAS) Investigation Update- Mr. Rafter asked the Commission to authorize the Chairman to execute necessary contracts for emergency Point of Entry Treatment (POET) systems purchase and installations, because as results come back if they are over 200 PPT, a POET system needs to be installed as soon as possible.

Ms. Topham made a **Motion** to authorize the chair to sign contracts for any additional POET systems. **Second** by Mr. Bouscaren and **Passed** by the following roll call vote:

Mr. Bouscaren- Aye
Ms. Topham- Aye
Mr. Gasbarro- Aye
Mr. Drake- Aye

Mr. Karberg gave an update on the results of Madequecham Valley Road and the West Side of the Airport.

Mr. Rafter reported on a question that was asked regarding testing employees for PFAS. The short answer is that government agencies have stated that nothing useful can be gained by testing individuals for PFAS as the information is of no use in diagnosing or treating a medical condition. This information will be put on the website at www.ack-pfas.com.

- ➔ **McFarland Johnson, Inc. Task Order- PFAS Management and Mitigation- Update on Funds Available-** Mr. Rafter asked for the Commission's approval to have the chairman sign a letter to increase to the full amount of \$963,000 for the Task Order with McFarland Johnson Inc. for planning services for PFAS management and mitigation assistance that was approved at the 7/14/20 Commission meeting. This was approved because Town Finance received the additional authorization from the Department of Revenue (DOR). This task order assumed that all homeowners on the West Side of the Airport would have to be provided bottled water and support of twelve (12) POET systems, which was a conservative estimate compared to the results that have come in so far for the West Side testing. Mr. Rafter proposed increasing this task order up to the full amount and use the remaining amount of money on the McFarland Johnson, Inc. Task Order- Nobadeer Way Area.

Mr. Bouscaren made a **Motion** to direct the Chair to sign the letter to McFarland Johnson, Inc. to increase the amount available for the task order to the full amount of \$963,000. **Second** by Ms. Topham and **Passed** by the following roll call vote:

Mr. Bouscaren- Aye
Ms. Topham- Aye
Mr. Gasbarro- Aye
Mr. Drake- Aye

- ➔ **McFarland Johnson, Inc. Task Order- Nobadeer Way Area-** Mr. Rafter explained that seven (7) wells will be sampled and tested on Nobadeer Way. If it is an option, the Commission supports having the parcels on Nobadeer Way going on town water right away rather than installing POET Systems. Work in this task order regarding Airport Gas will be put into its own task order.

Mr. Gasbarro made a **Motion** to create a task order for McFarland Johnson, Inc and Weston Solutions in the amount of \$48,000 to sample groundwater from Airport Gas. **Second** by Mr. Bouscaren and **Passed** by the following roll call vote:

Mr. Bouscaren- Aye
Ms. Topham- Aye
Mr. Gasbarro- Aye
Mr. Drake- Aye

Mr. Bouscaren made a **Motion** to modify the McFarland Johnson, Inc Task Order for PFAS Management and Mitigation approved at the 7/14/20 Commission meeting to include the cost of testing the seven (7) parcels on Nobadeer Way in the amount up to \$79,000. **Second** by Mr. Gasbarro and **Passed** by the following roll call vote:

Mr. Bouscaren- Aye
Ms. Topham- Aye
Mr. Gasbarro- Aye
Mr. Drake- Aye

- ➔ **McFarland Johnson, Inc. Task Order- Town Water Main-** Mr. Rafter explained that this task order needs to be reviewed.

- **McFarland Johnson, Inc. Task Order- Plume Identification-** Mr. Rafter explained that plume identification must be done sequentially after the testing and remediation phases of homeowner wells is completed. This task order will remain as pending until the other phases are completed.

Public Comment-

None.

Environmental Assessment/Environmental Impact Report (EA/EIR)- Mr. Rafter reported on: **081120-1 McFarland Johnson, Inc. Task Order- Noise Berm Permitting-** Contract in the amount of \$15,000 to conduct studies to incorporate south apron noise berm into the EA/EIR.

Mr. Gasbarro made a **Motion** to approve Task Order MJ-PN-05 in the amount of \$15,000.

Second by Ms. Topham and Passed by the following roll call vote:

Mr. Bouscaren- Aye
Ms. Topham- Aye
Mr. Gasbarro- Aye
Mr. Drake- Aye

Ratify FAA Grant Acceptances- Mr. Rafter reported on:

081120-2 AIP 71 “Security and Safety Enhancements (Equipment Upgrade)- Phase II (Installation)”- \$3,820,461.

081120-3 AIP 72 “Reconstruct Taxiway E; and reconstruct Realign Stub Taxiway A”- \$19,998,693.

Both projects will be 100% reimbursed.

Mr. Bouscaren made a **Motion** to ratify the AIP 71 Grant and AIP 72 Grant. **Second** by Mr. Gasbarro and **Passed** by the following roll call vote:

Mr. Bouscaren- Aye
Ms. Topham- Aye
Mr. Gasbarro- Aye
Mr. Drake- Aye

081120-4 Aircraft Policy Review- Aircraft Wet Washing and PFAS Product Ban- Mr. Rafter reported on a request to approve the policy that does not allow aircraft wet washing and to ban products containing PFAS from being used for washing airplanes.

Mr. Bouscaren made a **Motion** to adopt the Aircraft wet washing and PFAS product ban policy.

Second by Ms. Topham and **Passed** by the following roll call vote:

Mr. Bouscaren- Aye
Ms. Topham- Aye
Mr. Gasbarro- Aye
Mr. Drake- Aye

Finance- Mr. Rafter reported on:

071420-4 Lease Payment Abatement/Deferment Discussion- Reviewing potential alternatives to address Crosswinds Restaurant request for some sort of lease payment abatement/deferment.

Manager's Report

Project Updates – Mr. Rafter reported:

- **CIP Meeting-** Scheduled for August 28, 2020 with FAA and MassDOT.
- **Security Project Phase I-** Work is in the final stages.
- **Security Project Phase II-** Contract was approved. Work is scheduled to begin in September or October.
- **EA/EIS-** McFarland Johnson, Inc. developed a task order to conduct studies to incorporate a south apron noise berm into the EA/EIR that was approved.
- **Fuel Farm Rehabilitation-** Finalizing agreement with the Owners Project Manager (OPM).
- **Taxiway E-**Preconstruction meeting scheduled for September 2nd. Material has started arriving on the island.
- **Watermain Installation-** McFarland Johnson, Inc., Wannacomet Water Company and Mr. Karberg performed a site visit and developed a conceptual layout for the waterline. Also working with the water company and MCFarland Johnson to determine roles and with Legal Counsel to develop the necessary agreements.

RFP/IFB Bid Status – Mr. Rafter reported on:

- **Fuel Farm Rehabilitation-** Selected an OPM. Information for Bids (IFB) to go out to bid in August.
- **On-Call Engineering-** Has been awarded to Stantec and McFarland Johnson, Inc.
- **On-Call Planning-** Has been awarded to McFarland Johnson, Inc.
- **Request for Expression of Interest- Hangar Development-** Was set back due to Covid-19. Mr. Turner has reached out and would like to move forward with the hangar development. Working with Legal Counsel to develop a lease agreement and begin negotiations.
- **POET Systems-** IFB will be available to the public August 13th.

Operations – Mr. Rafter reported:

- Freight draft term sheet was updated. This will allow freight to go through the terminal at this time, working directly with Cape Air. In the future this will be incorporated into the Minimum Standards and made applicable to all users.

Ms. Topham made a **Motion** to approve the agreement with Cape Air on freight. **Second** by Mr. Bouscaren and **Passed** by the following roll call vote:

Mr. Bouscaren- Aye
Ms. Topham- Aye
Mr. Gasbarro- Aye
Mr. Drake- Aye

- The Airport hosted the Vice President and the Governor on July 25th. Mr. Rafter reported that all staff did a great job working that weekend.
- FAA Certification Inspection has been postponed till further notice.

- Mr. Rafter reported that due to the COVID-19 pandemic it was difficult to estimate the traffic volume and the Fuel Revolver Cap was lowered to \$2 Million. Mr. Rafter reported that sales are at \$1.6 Million and expense are at about \$870,000, which may result in the need to increase in the Fuel Revolver Cap.
- Air Service Update (subject to change):
 - JetBlue added White Plains and LaGuardia services in August.
 - American Airlines will be running their regular proposed schedule.
 - Delta will have one flight daily on Fridays, Saturdays and Sundays.
 - United will be flying one flight on Saturdays only, June 6th through mid-August.
 - Southern Airways has begun new schedule, which includes Hyannis, MA and Providence, RI.

Statistics – Mr. Rafter reviewed the June 2020 statistics:

Mr. Rafter noted that because of the reduced hours in the Air Traffic Control Tower statistics may not be completely comparable to previous years.

- Operations are down 59.26% from June 2019; and down 3.46% from last FYTD.
- Enplanements are down 83.49% from June 2019; and down 16.02% from last FYTD.
- Jet A Gallons are down 28.30% from June 2019; and down 6.42 % from last FYTD.
- Jet A Gallons are down 14.22% from July 2019.
- AvGas Gallons are down 46.08% from June 2019; and down 15.43% from last FYTD.
- AvGas Gallons are down 34.51% from July 2019.
- Freight is down 23.17% from June 2019; and down 10.30% from last FYTD.
- 12 Noise complaints were filed for June 2020 compared to 9 in June 2019.

Personnel Report- Mr. Rafter reported:

- Mr. Rafter and Mr. Karberg received recognition from the Town Manager for the efforts during the COVID-19 Pandemic. Mr. Rafter extended that thanks to all Airport staff.

**Travel Request- 2020 F. Russell Hoyt
National Airports Conference
Savannah, GA September 27-29, 2020**

Mr. Rafter reported that he is moderating a session, but it may become virtual.

Ms. Topham made a **Motion** to approve Mr. Rafter’s request to attend the National Airports Conference in Savannah, GA. **Second** by Mr. Bouscaren and **Passed** by the following roll call vote:

Mr. Bouscaren- Aye
Ms. Topham- Aye
Mr. Gasbarro- Aye
Mr. Drake- Aye

Commissioners Comments-

Mr. Gasbarro commented on the operations and that while there are drastic reductions on the commercial side of service, that the south ramp side of service is not down much. Mr. Gasbarro recommended to start looking at how the Airport will start maintaining balanced budgets and fiscal year health by adjusting and revisiting the rates and charges.

In response to Mr. Gasbarro’s comment, Mr. Rafter reported that the Airport has received but not yet fully reviewed the report ending June 30th for FY20. Mr. Rafter explained that at a quick glance

it looks positive. Once it is updated by Jamie Sandsbury, Business and Finance Manager, Mr. Rafter will send it to all Commissioners.

Ms. Topham made a comment that FAA has increased the tower hours.

Mr. Drake made a comment that the public is submitting town-related issues regarding PFAS to the Airport. Mr. Drake urges the public to direct these issues and questions to the Town at PFAS@nantucket-ma.gov.

Public Comment-

None.

Having no further business for Open Session, Mr. Gasbarro made a **Motion** to go into Executive Session, under G.L. Chapter 30A, Section 21A, not to return to Open Session, to review Executive Session Minutes as enumerated on the Agenda; Clause 3: To discuss strategy with respect to the litigation regarding the Gatto claim, where the Chair has determined that an open session may have detrimental effect on the litigating position of the Airport Commission.; Clause 3: To discuss strategy with respect to the litigation regarding Walsh, where the Chair has determined that an open session may have detrimental effect on the litigating position of the Airport Commission; Clause 3: To discuss strategy with respect to collective bargaining, where the Chair has determined that an open session may have detrimental effect on the bargaining position of the Airport Commission; Clause 3: To Discuss Strategy with Respect to Pursuing Legal Claims against Manufacturer of Polyfluoroalkyl Substances (PFAS), where the Chair has Determined that an Open Meeting May have a Detrimental Effect on the Litigating Position of the Airport Commission. Clause 3: To Discuss Strategy with Respect to Potential Legal Claims against the Airport - Polyfluoroalkyl Substances (PFAS), where the Chair has Determined that an Open Meeting May have a Detrimental Effect on the Litigating Position of the Airport Commission. **Second** by Ms. Topham and **Passed** unanimously, by the following roll-call vote:

Mr. Bouscaren- Aye
Ms. Topham- Aye
Mr. Gasbarro- Aye
Mr. Drake- Aye

Meeting adjourned at 6:17pm.

Respectfully submitted,

Lillian Sylvia, Recorder

Master List of Documents Used

8/11//20 Agenda including Exhibit 1
7/14/20 4:15pm Draft Minutes
7/14/20 5:00pm Draft Minutes
6/30/20 Warrant Approvals
7/22/20 Warrant Approvals
8/5/20 Warrant Approvals
JetBlue Seasonal Airline Agreement
United Airlines Seasonal Airline Agreement
Delta Airlines Seasonal Airline Agreement
Reliant Air Operating Agreement
Ross Rectrix HYA, LLC Ground Handling for JetBlue Agreement
Verrill Dana, LLP Letter of Agreement
LeVangie Electric Company Contract
Stantec Consulting Services, Inc. Contract
Jacobs Engineer Group Contract Amendment- Taxiway 'E'
McFarland Johnson, Inc. Task Order MJ-PA-01
McFarland Johnson Inc. Task Order MJ-PN-02
McFarland Johnson Inc. Task Order MJ-PN-05
McFarland Johnson Inc. Task Order MJ-PN-03 (Handout)
Airport Commission Sub-Committees
Employment Agreement for Airport Manager
PFAS Update
West Side Properties and Madaquecham Valley Road Map (Handout)
West Side Properties Map (Handout)
Appropriation Letter for Task Order MJ-PN-01
AIP 71 Grant Agreement
AIP 72 Grant Agreement
Aircraft Wet Washing and PFAS Product Ban Policy
Draft Term Sheet for Counter Freight
June 2020 Monthly Statistical Report
National Airport Conference (NAC), Savannah, GA.

Lillian Sylvia

From: Arthur Gasbarro
Sent: Monday, August 24, 2020 8:00 AM
To: Lillian Sylvia
Subject: RE: AP08/19/20 Approval Request

I approve, thank you

From: Lillian Sylvia <lsylvia@nantucketairport.com>
Sent: Monday, August 24, 2020 7:58 AM
To: Dan Drake <ddrake@nantucketairport.com>; Arthur Gasbarro <agasbarro@nantucketairport.com>; A Planzer <aplanzer@nantucketairport.com>; Anthony Bouscaren <tbouscaren@nantucketairport.com>; Jeanette Topham <jtopham@nantucketairport.com>
Subject: FW: AP08/19/20 Approval Request
Importance: High

Good Morning Commissioners,

Just following up on the email below for the approval of the 8/19/20 warrant. Please reply (not reply all- just me) if you agree or do not agree to the payment of the attached batches.

If you have already responded please ignore this email.

Thank you!

Lilly Sylvia

Administrative Assistant
Nantucket Memorial Airport
14 Airport Rd, Unit 1
Nantucket, MA 02554
(508) 325-7532
(508) 325-5306 (Fax)

From: Lillian Sylvia
Sent: Wednesday, August 12, 2020 2:30 PM
To: Dan Drake <ddrake@nantucketairport.com>; Arthur Gasbarro <agasbarro@nantucketairport.com>; Jeanette Topham <jtopham@nantucketairport.com>; Andrea Planzer <aplanzer@nantucketairport.com>; Anthony Bouscaren <tbouscaren@nantucketairport.com>
Cc: Jamie Sandsbury <jsandsbury@nantucketairport.com>
Subject: AP08/19/20 Approval Request
Importance: High

Hello Commissioners,

I have attached the 5 batches we have processed for your review and approval.

Please reply (not reply all- just me) if you agree or do not agree to the payment of the attached batched for the 8/19/20 warrant. The breakdown is as follows:

Batch #4876	\$901,657.99
Batch #4874	\$135,985.19
Batch #4875	\$40,949.85
Batch #4877	\$209,711.93
Batch #4896	\$130,403.21

Grand Total: \$1,418,708.17

If you have any questions regarding any of the invoices, please let me know and I would be happy to send it over or Jamie can provide an explanation if necessary.

Please let me know when you have a chance.

Thank you,

Lilly Sylvia

Administrative Assistant
Nantucket Memorial Airport
14 Airport Rd, Unit 1
Nantucket, MA 02554
(508) 325-7532
(508) 325-5306 (Fax)

Lillian Sylvia

From: Anthony Bouscaren
Sent: Sunday, August 30, 2020 9:08 AM
To: Lillian Sylvia; Dan Drake; Arthur Gasbarro; A Planzer; Jeanette Topham
Subject: Re: AP08/19/20 Approval Request

Yes, I approve.

From: Lillian Sylvia <lsylvia@nantucketairport.com>
Sent: Monday, August 24, 2020 7:58 AM
To: Dan Drake <ddrake@nantucketairport.com>; Arthur Gasbarro <agasbarro@nantucketairport.com>; A Planzer <aplanzer@nantucketairport.com>; Anthony Bouscaren <tbouscaren@nantucketairport.com>; Jeanette Topham <jtopham@nantucketairport.com>
Subject: FW: AP08/19/20 Approval Request

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If you have already responded please ignore this email.

Thank you!

Lilly Sylvia

Administrative Assistant
Nantucket Memorial Airport
14 Airport Rd, Unit 1
Nantucket, MA 02554
(508) 325-7532
(508) 325-5306 (Fax)

From: Lillian Sylvia
Sent: Wednesday, August 12, 2020 2:30 PM
To: Dan Drake <ddrake@nantucketairport.com>; Arthur Gasbarro <agasbarro@nantucketairport.com>; Jeanette Topham <jtopham@nantucketairport.com>; Andrea Planzer <aplanzer@nantucketairport.com>; Anthony Bouscaren <tbouscaren@nantucketairport.com>
Cc: Jamie Sandsbury <jsandsbury@nantucketairport.com>
Subject: AP08/19/20 Approval Request
Importance: High

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Grand Total: \$1,418,708.17

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Lilly Sylvia

Administrative Assistant
Nantucket Memorial Airport
14 Airport Rd, Unit 1
Nantucket, MA 02554
(508) 325-7532
(508) 325-5306 (Fax)

Lillian Sylvia

From: Dan Drake
Sent: Thursday, August 13, 2020 9:56 AM
To: Lillian Sylvia
Subject: Re: AP08/19/20 Approval Request

I approve for payment the five batches submitted with email below.

Dan Drake

Daniel W. Drake
Chair, Nantucket Memorial Airport Commission Cell 508-221-0770

> On Aug 12, 2020, at 2:29 PM, Lillian Sylvia <LSylvia@nantucketairport.com> wrote:

>

>

Lillian Sylvia

From: Jeanette Topham
Sent: Wednesday, August 19, 2020 8:49 AM
To: Lillian Sylvia
Subject: Re: AP08/19/20 Approval Request

I approve , Jeanette Topham

Sent from my iPad

> On Aug 12, 2020, at 2:29 PM, Lillian Sylvia <lsylvia@nantucketairport.com> wrote:

>

>

Lillian Sylvia

From: A Planzer
Sent: Monday, August 24, 2020 9:15 AM
To: Lillian Sylvia
Subject: Re: AP08/19/20 Approval Request

I agree to the payment of the 5 attached batches.
Thank you,
Andrea Planzer

Sent from my iPhone

On Aug 24, 2020, at 7:58 AM, Lillian Sylvia <LSylvia@nantucketairport.com> wrote:

Good Morning Commissioners,

Just following up on the email below for the approval of the 8/19/20 warrant. Please reply (not reply all- just me) if you agree or do not agree to the payment of the attached batches.

If you have already responded please ignore this email.

Thank you!

Lilly Sylvia
Administrative Assistant
Nantucket Memorial Airport
14 Airport Rd, Unit 1
Nantucket, MA 02554
(508) 325-7532
(508) 325-5306 (Fax)

From: Lillian Sylvia
Sent: Wednesday, August 12, 2020 2:30 PM
To: Dan Drake <dadrake@nantucketairport.com>; Arthur Gasbarro <agasbarro@nantucketairport.com>; Jeanette Topham <jtopham@nantucketairport.com>; Andrea Planzer <aplanzer@nantucketairport.com>; Anthony Bouscaren <tbouscaren@nantucketairport.com>
Cc: Jamie Sandsbury <jsandsbury@nantucketairport.com>
Subject: AP08/19/20 Approval Request
Importance: High

Hello Commissioners,

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Please let me know when you have a chance.

Thank you,

Lilly Sylvia

Administrative Assistant
Nantucket Memorial Airport
14 Airport Rd, Unit 1
Nantucket, MA 02554
(508) 325-7532
(508) 325-5306 (Fax)

<AP 08.19.20 Batch 4876.pdf>
<ap081920 batch 4874.pdf>
<ap081920 batch 4875.pdf>
<ap081920 batch 4877.pdf>
<ap081920 batch4896.pdf>

Lillian Sylvia

From: Jeanette Topham
Sent: Monday, August 24, 2020 10:40 AM
To: Lillian Sylvia
Subject: Re: AP08/19/20 Approval Request

It looks good to me. I approve, Jeanette Topham

Sent from my iPad

> On Aug 24, 2020, at 7:58 AM, Lillian Sylvia <lsylvia@nantucketairport.com> wrote:

>

>

Exhibit 1
Pending Leases/Contracts/Agreements
9/8/2020

Type	With	Amount	Other Information	Source of Funding
Lease Agreement	Southern Airways	\$37,779.68	Seasonal Airline Agreement	Income
			Plus Landing Fees	
Agreement	Town of Nantucket and Wannacomet Water Company	N/A	Intermunicipal Agreement	N/A
			for Nantucket Water Main Extension	
Contract	CHA Consulting Inc.	\$75,000	Fuel Farm Upgrades Project	Capital
			Owners Project Manager Services	
Contract	ArchetypeSC	\$51,300	A2 Analytics Development and Support	Operating
			Data Collection Program from Terminal Areas	
			3 year contract	
Contract	McFarland Johnson Inc.	\$47,710	Task Order MJ-PN-03	Capital
			Continued PFAS Management and Mitigation Assistance	
			Airport Gas Property Investigation	
Contract Amendment	McFarland Johnson Inc.	TBD	Task Order MJ-PN-01 Supplemental Agreement #1	Capital
			PFAS Management and Mitigation	
			Update Scope and Cost	
Contract	McFarland Johnson Inc.	\$525,743	Task Order MJ-PN-04	Capital
			Continued PFAS Management and Mitigation Assistance	
			Nobadeer Way Study Area	
Contract	McFarland Johnson Inc.	\$268,303	Task Order MJ-EN-01	Capital
			Continued PFAS Management and Mitigation Assistance	
			Water Line Extension Design, Permitting, and Bid Documents	
Contract	McFarland Johnson Inc.	TBD	Task Order	Capital
			Continued PFAS Management and Mitigation Assistance	
			Plume Identification	
Pending				



**TOWN OF NANTUCKET
NANTUCKET MEMORIAL AIRPORT**

**AGREEMENT FOR OWNER'S PROJECT MANAGEMENT SERVICES
FUEL FARM UPGRADES PROJECT**

The following provisions shall constitute an Agreement between the **Town of Nantucket**, acting by and through its **Nantucket Memorial Airport Commission**, hereinafter referred to as "Awarding Authority", with an address of 14 Airport Road, Unit 1, Nantucket, MA 02554 and **CHA Consulting, Inc.**, a New York Corporation duly registered as a corporation in the Commonwealth of Massachusetts having a usual place of business located at 1 Faneuil Hall Marketplace, South market Building, Suite 4195, hereinafter referred to as "Project Manager", effective as of the ____ day of _____, 2020. In consideration of the mutual covenants contained herein, the parties agree as follows:

ARTICLE 1: SCOPE OF WORK:

1.1. Generally.

1.1.1. The Project Manager will perform all "Project Management Services" in connection with the management of design and construction of the Project as set forth in **Attachment A**. The scope of the Project Management Services described in this Agreement is, in the reasonable opinion of the Project Manager, expected to cover all necessary services of the Project Manager for the Project. Therefore, the Project Manager shall perform all necessary services related to the Project through completion and, absent a material change in scope, the Project Manager shall provide all necessary services at no additional cost to the Awarding Authority, unless such service is requested by the Awarding Authority in writing as an additional service", and such additional service was not made necessary by an act or omission of the Project Manager as determined by a court of competent jurisdiction.

1.1.2. In providing the Project Management Services, the Project Manager shall endeavor to maintain an effective working relationship with the Designer, Jacobs Engineering Group, general contractors and subcontractors (collectively, the "Contractors") and other consultants performing services on any aspect of the Project.

1.1.3. The Project Manager shall be the Awarding Authority's advisor in providing the Project Management Services. The Project Manager and the Awarding Authority shall perform as stated in this Agreement and the Project Manager accepts the professional relationship of trust and confidence established between it and the Awarding Authority by this Agreement, which the parties acknowledge is intended to create a professional services relationship but not a fiduciary relationship, and the Project Manager shall act and be bound by all of the requirements and obligations under this Agreement, without limitation, pursuant to its performance standard prescribed below in this Agreement in Article 9.

1.1.4 Notwithstanding anything in this Agreement or its attachments to the contrary, the Project Manager shall not have control over, charge of, or responsibility for the construction means, methods, techniques, sequences or procedures, or for safety precautions and programs in connection with the work, all of which shall be the contractor's sole responsibility.

ARTICLE 2: AWARDING AUTHORITY RESPONSIBILITIES:

2.1. The persons from time to time designated by the Awarding Authority as the Awarding Authority's representative, shall be reasonably acquainted with the Project, shall have the authority to request services under this Agreement and shall render decisions reasonably promptly and furnish information reasonably expeditiously so as to avoid undue delay in the Project Manager's services on the Project. Unless otherwise provided by the Awarding Authority, Tom Rafter, Airport Manager, is hereby designated as the Awarding Authority's representative for this Project.

2.2. The Awarding Authority will retain an architectural design firm (the "Designer") to design and to prepare contract documents for the Project.

ARTICLE 3: TIME OF PERFORMANCE

3.1 The Project Manager shall perform all Project Management Services in a prompt and expeditious manner, consistent with, and to further, the interests of the Awarding Authority. If the Project Manager performs any services for the Project after "**September 30, 2021**" such services shall be deemed additional services, and the Project Manager shall be entitled to be paid for such additional services in accordance with Paragraph 4.3 below.

3.2 If the work of the Project is delayed by an act beyond the Project Manager's control, including an act of the Awarding Authority, or by changes ordered in the Work, or by labor disputes, fire, unusual delay in deliveries, unavoidable casualties or by delay authorized by the Owner, then the Project Manager may request a change to the Time of Performance or the Compensation.

ARTICLE 4: COMPENSATION:

4.1. For the proper performance of all services required pursuant to this Contract, excluding additional services, not required under this Agreement and those (reimbursable) services, the Owner's Project Manager shall be compensated by the Owner in an amount up to the Not-to-Exceed Fee for Basic Services, identified on Attachment B. The Owner's Project Manager shall submit invoices on a monthly basis in accordance with the Payment Schedule included as Attachment B. The Owner shall make payments to the Owner's Project Manager within 30 days of the Owner's approval of the invoice, which approval shall not be unreasonably withheld or delayed.

4.2. The Fee for Basic Services shall include, but not necessarily be limited to, all labor, overhead, profit, insurance, legal services, communication expenses, reasonable printing and copying necessary for completion of the Project. The fee for Basic Services also shall include (a) the costs of rebidding and re-solicitation of proposals, bids, or qualifications if due to the fault of the Owner's Project Manager, and (b) assisting the Owner in litigation or resolution of claims or other administrative proceedings associated with a bid protest arising out of the Designer contract or the construction contract or claims due to the fault of the Owner's Project Manager.

4.3. If additional services, not required under the Agreement, are requested in writing by the Awarding Authority, or if the Project Manager performs any services for the Project after “**September 30, 2021**”, unless such services were made necessary by a negligent act or omission of the Project Manager or any other failure of the Project Manager’s to perform according to its obligations under this Agreement including, without limitation, the performance standards referenced below in Article 9, the Awarding Authority shall pay the Project Manager at a rate agreed to by the parties. Such rate shall include all salary, benefits, overhead and profit and all expected reimbursable expenses. The Awarding Authority reserves the right to request that the Project Manager provide a lump sum fee for any additional services and if such lump sum fee is agreed upon by the parties, the agreed upon lump sum fee shall be the fee for that particular additional service.

4.4. The Project Manager shall provide the Awarding Authority with an estimate of expected costs for any requested additional services prior to undertaking such work.

4.5. Records of reimbursable expenses pertaining to additional services and other cost information with respect to additional services shall be provided to the Awarding Authority or the Awarding Authority's authorized representatives upon request.

4.6. The Project Manager shall submit monthly to the Awarding Authority a statement for its services rendered in the prior month in accordance with the compensation described in Article 4.

4.7. Payment by the Awarding Authority to the Project Manager of the approved statement amount shall be made within thirty (30) days after it is submitted.

For coordination and responsibility for the work described in the following paragraphs 4.8.1 and 4.8.2, the Owner’s Project Manager shall be reimbursed its actual costs and those of its Sub-consultants, supported by invoices or receipts, plus 13%, to a maximum of \$2,500. The following are reimbursable expenses:

4.8.1 Certain out of pocket expenses paid by the Owner’s Project Manager such as filing fees, and permit fees that are normally paid by the Owner; travel to and from the island, and housing while on island.

4.8.2 Any other specially authorized reimbursement deemed essential by the Owner, in the Owner’s sole discretion, in writing.

4.9 Non-Reimbursable Items: The Owner shall not reimburse the Owner’s Project Manager or its Sub-consultants for telephone, facsimiles, electronic mails, postage and delivery expenses, unless specifically required elsewhere in this Contract.

4.10 The Owner’s Project Manager shall not be entitled to compensation under this Article for the services of Sub-consultants hired to perform Basic Services under this Contract. If a Sub-consultant hired to perform Basic Services performs Extra Services approved by the Owner, compensation for such Extra Services shall be made under section 4.4.

ARTICLE 5: AGREEMENT DOCUMENTS:

5.1. The following documents form the Agreement and all are as fully a part of the Agreement as if attached to this Agreement or repeated herein:

1. This Agreement.
2. Amendments, or other changes mutually agreed upon between the parties.
3. All attachments to the Agreement.

In the event of conflicting provisions, those provisions most favorable to the Awarding Authority shall govern. In the event that the above documents prescribe for the same work different quantities or quality, the Project Manager shall provide the greater quantity or higher quality.

ARTICLE 6: AGREEMENT TERMINATION:

6.1. The Awarding Authority may suspend or terminate this Agreement by providing the Project Manager with ten (10) days written notice for any of the following reasons:

1. Failure of the Project Manager, for any reason, to fulfill in a timely and proper manner its obligations under this Agreement and failure to take reasonable steps towards curing promptly, in no event 5 days, after receipt of written notice from the Awarding Authority.
2. Violation of any of the material provisions of this Agreement by the Project Manager and failure to take reasonable steps towards curing promptly, in no event 5 days, after receipt of written notice from the Awarding Authority.
3. A determination by the Awarding Authority that the Project Manager has engaged in fraud, waste, mismanagement, misuse of funds, or criminal activity with any funds provided by this Agreement.

In addition, the Awarding Authority may terminate this agreement without cause upon thirty (30) days written notice to the Project Manager.

6.2. If the Awarding Authority fails to make payment to the Project Manager of sums due and owing as provided in Article 4, then after thirty (30) days written notice to the Awarding Authority, provided the Awarding Authority has not cured such non-performance within such thirty (30) day period, the Project Manager may terminate this Agreement.

6.3. If the Awarding Authority fails to perform any of its obligations (other than as provided in Section 6.2), then after thirty (30) days written notice to the Awarding Authority, provided the Awarding Authority has not cured such non-performance within such thirty (30) day period, the Project Manager may terminate this Agreement.

6.4. In the event of such termination, the Project Manager shall be compensated for all services properly rendered prior to the date of termination.

ARTICLE 7: INDEMNIFICATION:

7.1. The Project Manager shall indemnify and hold harmless the Awarding Authority, its officers, and employees, from and against any and all claims, damages, losses and expenses, including but not limited to reasonable attorneys' fees (collectively, the "Damages"), to the extent, arising out of or resulting from the Project Manager's performance of services under this Agreement, regardless of whether or not such claim, damage, loss or expense is caused in part by a party indemnified hereunder. With respect to any Damages that arise out of the Project Manager's acts, errors, or omissions in the performance of professional services, the foregoing indemnity obligation is applicable only to the extent such Damages are caused by the Project Manager's negligence, willful misconduct or failure to perform its services in accordance with its obligations pursuant to this Agreement. Project Manager's indemnification obligations hereunder shall include reimbursement of the Town's reasonable attorneys' fees and costs of defense incurred in responding to third party suits or claims to the extent caused by the Designer's negligence or willful misconduct in the performance of or breach of this Agreement.

7.2 In claims against any person or entity indemnified under paragraph 7.1 by an employee of the Project Manager, anyone directly or indirectly employed by it or anyone for whose acts it may be liable, the indemnification obligation under paragraph 7.1 shall not be limited by a limitation on amount or type of damages, compensation or benefits payable by or for the Project Manager under workers' or workmen's compensation acts, disability benefit acts or other employee benefit acts.

7.3 The Project Manager shall be solely responsible for all local taxes or contributions imposed or required under the Social Security, Workers' Compensation, and Income Tax laws applicable to it with respect to its duties and obligations under the Agreement. The within language shall not be construed as a limitation of the Project Manager's liability under this Agreement or under any applicable law.

ARTICLE 8: AVAILABILITY OF FUNDS:

8.1. The compensation provided by this Agreement is subject to the availability and appropriation of funds.

ARTICLE 9: PERFORMANCE STANDARD – COMPLIANCE WITH LAW:

9.1 The Project Manager will provide all Project Management Services in a manner (i) that is expeditious and economical based on established compensation provisions in this Agreement, (ii) that is consistent with service standards for comparable projects by qualified owner's project managers, located in the same locality performing at the same time, and (iii) demonstrating an understanding of the established schedule, budget and other Awarding Authority objectives for the Project and each component thereof.

9.2. All Project Management Services will be performed in accordance with all applicable Federal, State, and local laws, ordinances, by-laws, codes, and regulations and in accordance with sound project management practice.

9.3. The Project Manager agrees that, in performing the Project Management Services under this Agreement, it shall comply with all of the terms of all governmental approvals in connection with all aspects of the Project.

ARTICLE 10: ASSIGNMENT:

10.1. The Project Manager shall not make any assignment of this Agreement without the prior written approval of the Awarding Authority.

ARTICLE 11: AMENDMENTS:

11.1. There shall be no amendment to the Scope of Services or Work provided for in this Agreement without the written approval of the Awarding Authority. The Awarding Authority shall be under no obligation to pay for any services performed by the Project Manager which are not explicitly agreed to by the Awarding Authority in writing.

ARTICLE 12: INSURANCE:

12.1 The Project Manager shall obtain and maintain throughout the duration of the Project the following insurance coverage:

- Workers' Compensation, covering the obligations of the PROJECT MANAGER in accordance with applicable Workers' Compensation or Benefits laws. The policy shall include Employers Liability for \$1,000,000/Accident; \$1,000,000 Disease – per employee and aggregate.
- Commercial General Liability Insurance with a combined single limit of not less than \$1 million per occurrence and \$2 million aggregate. The policy shall contain an endorsement stating that the aggregate limits will apply per project or separately to the work being performed under this Agreement. Contractual liability coverage is to be included to respond to indemnification responsibilities assumed in this Agreement.
- Automobile Liability Insurance of not less than \$1 million combined single limit covering owned, hired and non-hired vehicle use.
- Errors and Omissions Insurance of not less than \$1 million per claim. The coverage shall be in force from the date of execution of the Agreement to the date when all design and construction work is completed and accepted by the TOWN, unless, however, the policy is a “claims made policy,” in which event the policy shall remain effective and in full force for a period of three (3) years after completion of all design and construction work relating to the engagement.
- Such additional insurance as may be required to be carried by the PROJECT MANAGER by law.

12.2. The Project Manager's Commercial General Liability Insurance shall include premises - operations (including explosion, collapse and underground coverage) independent contractors and completed operations, all including broad form property damage coverage.

12.3. Commercial General Liability Insurance may be arranged under a single policy for the full limits required or by a combination of underlying policies with the balance provided by an Excess or Umbrella Liability policy.

12.4. The Awarding Authority shall be named as an additional insured party on the Project Manager's insurance policies for the Project excepting Professional Liability and Workers' Compensation Insurance.

12.5. The foregoing policies shall contain a provision that coverage afforded under the policies will not be canceled, modified or not renewed until at least thirty (30) days prior written notice has been given to the Awarding Authority. Certificates of Insurance showing such coverage to be in force shall be filed with the Awarding Authority prior to the execution of this Agreement, and upon the renewal of any such coverage during the term of this Agreement. Certificates shall indicate effective dates and dates of expiration of policies. All insurance policies required hereunder shall be written by companies satisfactory to the Awarding Authority and licensed to do business in the Commonwealth of Massachusetts and shall be in form satisfactory to the Awarding Authority.

12.6. The Awarding Authority shall be responsible for purchasing and maintaining its own liability insurance and, at its option, may purchase and maintain such insurance as will protect it against claims which may arise from operations under this Agreement.

ARTICLE 13: DOCUMENTS AND DELIVERABLES:

13.1. All documents, plans, drawings, reports and data prepared for and delivered to the Awarding Authority by the Project Manager under this Agreement including, without limitation, all daily reports, RFI's, proposed change orders, and change directives, shall become the property of the Awarding Authority provided that the Awarding Authority meets its obligations required by this Agreement. Any re-use of such materials, or modification thereof, for a project other than the project specified herein without the Project Manager's written verification of suitability for the specific purpose intended shall be without liability or legal exposure to the Project Manager or to the Project Manager's independent professional associates, sub-Project Managers or consultants. Distribution or submission to meet official regulatory requirements or for other purposes in connection with the project named herein shall not be construed as an act in derogation of the Project Manager's rights under this Agreement.

ARTICLE 14: NOTICE:

14.1. All notices required to be given hereunder shall be in writing and delivered, or mailed first class, to the parties' respective addresses stated above. In the event that immediate notice is required, it may be given by telephone or facsimile, but shall, to the extent possible, be followed by notice in writing in the manner set forth above.

ARTICLE 15: DISPUTE RESOLUTION

15.1. All claims, disputes and other matters in question between the parties to this Agreement arising out of or relating to this Agreement or the breach thereof shall be subject to review by any court having appropriate jurisdiction, unless the parties agree in a separate writing to some other form of dispute resolution.

ARTICLE 16: STAFFING

16.1 It is understood that the unique abilities of the Project Manager have been a substantial inducement for the Awarding Authority to enter into this Agreement. Therefore, the Project Manager will perform the work itself and will not assign or subcontract the work to third parties without the prior written consent of the Awarding Authority. The Awarding Authority shall have the right of approval of Project Management staff assigned to the Project in accordance with Section 16.2.

16.2. The Project Manager hereby agrees and acknowledges that one of the conditions of this Agreement is that the individuals in charge of the direction and supervision of the Project on behalf of the Project Manager shall be named and approved by the Awarding Authority at least one month prior to the commencement of the Pre-Design Feasibility Study on the Project, and such individuals and the members of the Project Manager's project team set forth below (the "Project Manager's Project Team") shall be available to attend meetings and respond to requests, comments, questions and concerns of the Awarding Authority and other parties identified by the Awarding Authority. This condition is a substantive inducement to the Awarding Authority without which the Awarding Authority would not have entered into this Agreement with the Project Manager. Notwithstanding the foregoing, the Project Manager shall submit to the Awarding Authority as soon as possible information on the credentials of the proposed project manager and assistant project manager. In consideration of the foregoing, the Project Manager agrees that for so long as any such member of the Project Manager's Project Team is employed by (or, as appropriate, a principal of) the Project Manager, such member(s) shall direct, shall be responsible for, and shall be available to provide the Project Management Services in connection with the Project. If at any time any such member of the Project Manager's Project Team is no longer available as aforesaid, then his replacement shall be subject to the prior approval of the Awarding Authority. The Project Manager's Project Team will consist of the persons noted below and necessary assistants and other technical and administrative personnel. All of the Project Manager's Project Team shall be experienced in projects similar in size, scope and complexity to the Project. Each member of the Project Team shall be appropriately licensed and certified and qualified by training and experience in their respective fields. No change will be made in the composition of the Project Team without the Awarding Authority's approval. No personnel in the Project Team designated as full-time on the Project shall assume additional responsibilities outside of the Project without the written consent of the Awarding Authority. The Awarding Authority may require replacement of any member of the Project Manager's Project Team upon notice to the Project Manager with or without cause. The members of the Project Manager's Project Team are as follows:

Name:	Title:
_Richard Marks _____	_ Project Team Leader_
_Joseph Sullivan_____	_Project Manager____
_____	_____

16.3. The Project Manager shall provide the Awarding Authority with a schedule listing the names, job descriptions and professional biographical information for all other staff expected to work on the Project. The Project Manager shall provide emergency contact information to the Awarding Authority for all members of the Project Team.

16.4. The Project Manager acknowledges and agrees that the designated on-site project manager shall be at the Project site as more particularly described in the Owner's Project Manager Fee Proposal attached hereto as **Attachment B**.

16.5. The Project Manager will at all times remain an independent contractor and is not an agent of, employee of, or a joint venture with, the Awarding Authority.

16.6. Except as provided in the immediately following sentence, the Project Manager will not have the authority to enter into agreements on the Awarding Authority's behalf or otherwise bind the Awarding Authority by its decisions and the Project Manager will not hold itself out as the Awarding Authority's agent. The Project Manager shall act in the capacity of an agent or representative of the Awarding Authority only to the extent expressly authorized by the terms of this Agreement or as the Awarding Authority may from time to time otherwise expressly authorize the Project Manager in writing.

ARTICLE 17: CERTIFICATIONS:

17.1. The Project Manager certifies that:

1. The wage rates and other costs used to support the Project Manager's compensation are accurate, complete and current at the time of contracting.
2. The original Agreement price and any additions to the Agreement may be adjusted within one year of completion of the Agreement to exclude any significant amounts due to inaccurate, incomplete or non-concurrent wage rates or other costs.
3. It has not given, offered or agreed to give any person, corporation or other entity any gift, contribution or offer of employment as an inducement for, or in connection with, the award of this Agreement.
4. No consultant to or sub-Project Manager for the Project Manager has given, offered or agreed to give any gift, contribution or offer of employment to the Project Manager, or to any other person, corporation, or entity as an inducement for, or in connection with, the award to the consultant or sub-Project Manager of a contract by the Project Manager.
5. No person, corporation or other entity, other than a bona fide full time employee of the Project Manager, has been retained or hired by the Project Manager to solicit for or in any way assist the Project Manager in obtaining this Agreement upon an agreement or understanding that such person, corporation or other entity be paid a fee or other consideration contingent upon the award of this Agreement to the Project Manager.
6. It has internal accounting controls as required by M.G.L. c.30, §39R and that the Project Manager filed and will continue to file an audited financial statement as required by M.G.L. c.30, §39R(d).
7. By signing this contract, CHA Consulting, Inc., certifies pursuant to MGL c.268A, under the pains and penalties of perjury, that their sole responsibility as OPM is to the Commonwealth of MA and the Town of Nantucket/Nantucket Memorial Airport and that they will remain independent of the designer, general contractor and any subcontractor on the project.

18. ARTICLE 18: MISCELLANEOUS

18.1. This Agreement will be governed and construed in accordance with the laws of the Commonwealth of Massachusetts, without regard to conflict of laws principles. The provisions of G.L. c. 149, §44A1/2 regarding the duties and responsibilities of the Project Manager shall apply regardless of whether the construction cost is more or less than \$1,500,000.

18.2. If any portion of this Agreement is held as a matter of law to be unenforceable, the remainder of this Agreement shall, to the extent possible, be enforceable without such provisions.

18.3. This Agreement represents the entire and integrated agreement between the Awarding Authority and the Project Manager and supersedes all prior negotiations, representations or agreements, either written or oral.

18.4. This Agreement shall be binding upon and inure to the benefit of the Awarding Authority and its successors and assigns. This Agreement shall be binding upon and inure to the benefit of the Project Manager and its permitted successors and permitted assigns. The Project Manager may not assign any right or delegate any obligation hereunder without the Awarding Authority's prior written approval.

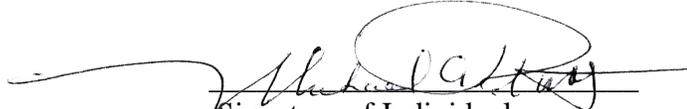
18.5. Each and every provision of law and clause required by law to be inserted in this Agreement shall be deemed to be inserted herein and this Agreement shall be read and enforced as though it were included herein.

18.6. No employee or official of the Awarding Authority shall assume any personal liability pursuant to this Agreement.

CERTIFICATION AS TO PAYMENT OF STATE TAXES

Pursuant to M.G.L. c.62C, §49A, I hereby certify under the penalties of perjury that the respondent named herein has complied with all laws of the Commonwealth of Massachusetts relating to taxes, reporting of employees and contractors, and withholding and remitting child support.

16-0966259
Social Security Number or
Federal Identification Number


Signature of Individual or
Corporate Name

By Michael A. Platt, General Counsel & EVP
Corporate Officer
(if applicable)

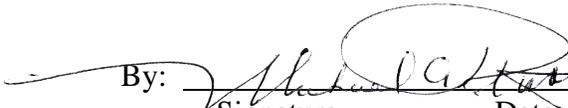
IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed on the day and year first above written.

PROJECT MANAGER

CHA CONSULTING, INC.,
a New York Corporation

AWARDING AUTHORITY

NANTUCKET MEMORIAL AIRPORT

By:  10/14/2020
Signature Date

By: _____
Signature Date

Michael A. Platt
Print Name

Print Name

General Counsel & Exec. VP
Print Title

Print Title

By: _____
Signature Date

Print Name

By: _____
Signature Date

Print Name

Print Title

Approved to as to Funds Available:

Brian E. Turbitt, Director of Municipal Finance, or
Bob Dickinson, Assistant Town Accountant

OPM CONTRACT ATTACHMENT A
Owner's Project Manager
Scope of Services

The OPM will perform the following services in connection with the Project:

General Project Administration:

- ➔ For the purposes of this contract and in accordance with MGL Chapter 149, Section 44½, the term “Owner’s Project Manager” (OPM) is intended to mean “an individual, corporation, partnership, sole proprietorship, joint stock company, joint venture, or other entity engaged in the practice of providing project management services for the construction and supervision of construction” of the Airport’s Fuel Farm Upgrades project, its staff, and all of its sub-consultants. The Owner’s Project Manager shall be a person who is registered by the Commonwealth as an architect or Professional Engineer and who has at least five (5) years’ experience in the construction and supervision of construction of buildings; or a person, if not registered as an architect or Professional Engineer, who has at least seven (7) years’ experience in the construction and supervision of construction of buildings. The OPM shall be independent of the designer, general contractor or any sub-contractor involved in the building project. The awarding authority is the Nantucket Memorial Airport Commission.
- ➔ Represent the Awarding Authority and acting as the Awarding Authority’s agent and consultant throughout the project, as outlined in MGL Ch. 149, Section 44A½. Shall be responsible for total management of the Project as the Awarding Authority’s representative to ensure full compliance with all applicable federal, state and local laws, rules and regulations and shall report to the Awarding Authority.
- ➔ Responsible for gathering information required to become familiar with the project and the various parties that must be communicated with during the design process.
- ➔ Agree that there will be no changes in staffing of the OPM services without consultation with the Awarding Authority and written approval of those changes in advance.
- ➔ Review and update on a monthly basis the existing total project budget (including estimated construction costs and all “soft” costs anticipated to be associated with the project) during all phases of the work. Advise the Awarding Authority if it appears that the project budget will not be met and make recommendations for corrective action. Develop monthly cash flow reports and forecasts for the total project and advise the Awarding Authority of variances between actual, budgeted and projected projects costs. Establish a format acceptable to the Awarding Authority for reporting budget and cash flow information.

- ➔ The Owner's Project Manager shall assist in the development of a Master Project Schedule, and shall advise the Awarding Authority on all schedule issues; monitor all aspects of the project's status and schedule, and advise the Awarding Authority on a monthly basis at a minimum or more frequently as necessary when actual or potential constraints to achieving the schedule and/or goals of the Awarding Authority have been created; and make recommendations for corrective action.
- ➔ Maintain a complete project file. The Owner's Project Manager shall maintain all project related communications, collect all project related documentation, and establish and maintain a document control system. The Owner's Project Manager shall establish procedures for reviews, approvals, changes, submittals, and a project change log among others.

Pre-Design, Design and Construction Procurement Phases:

- ➔ Duties shall include but not be limited to, providing advice and consultation with respect to designer selection, design, value engineering, scope of work, cost estimating, general contractor and subcontractor prequalification, pursuant to MGL Ch. 149, Section 44D¹/₂ or 44D³/₄ when applicable, scheduling, bidding and construction; and the selection, negotiation with and oversight of a designer and a general contractor for the project, ensuring the preparation of time schedules which shall serve as control standards for monitoring performance of the building project, and assisting in project evaluation including, but not limited to, written evaluations of the performance of the design professional, contractors and subcontractors.
- ➔ Serve as the Awarding Authority's representative in the oversight and administration of the design contract, negotiations with the designer if required, the coordination of the design team's activities, and in the provision of leadership with respect to the implementation of the design, bidding and construction phases by all parties. The Owner's Project Manager shall also serve as the Awarding Authority's representative in the oversight and administration of the construction contract, including maintaining certificates of insurance, bonds, and so forth from the contractor, designer, and others as necessary.
- ➔ The Owner's Project Manager shall establish procedures for the evaluation of the Designer as required by the Massachusetts Division of Capital Asset Management (DCAMM) and shall prepare the Designer's final evaluation for submission to DCAMM, after Awarding Authority approval, at the conclusion of the project.
- ➔ Oversee the architect/designer's work as it relates to quality of design, efficiency of design, and cost effectiveness. Perform a constructability review and promptly notify the Designer and the Awarding Authority of any design problems or omissions identified in the drawings and specifications. Help to identify and resolve coordination conflicts in the construction documents.

- ➔ The Owner's Project Manager shall provide cost control management services throughout the duration of the project, including design and construction phases, to control and contain the cost of the project within the limits of the total project cost budget as determined by the Awarding Authority.
- ➔ Attend regular meetings with the designer and Awarding Authority designated representatives, contractor(s), consultants and engineers during the course of the Project to advise the Awarding Authority on budget, schedule, quality, scope, and all other proprietary issues. Be available to support the process and budget request at meetings of the Airport Commission, meetings with the Airport Manager and various stakeholders and all other meetings as requested for this Project.
- ➔ The Owner's Project Manager shall review and take appropriate action on all project related invoices, including the retainage authorized on Designer (see MGL Ch. 7C) and Contractor requisitions. Establish a procedure with the Awarding Authority for the processing of invoices. The OPM shall maintain accounting records on all project related expenditures, including the Designer's request for payment, contractor requisitions, furniture, furnishings and equipment purchases, etc. Construction related records shall also include construction base contract work performed under unit costs, change order work performed on the basis of actual costs of labor and materials, change order work performed under unit costs, compliance with prevailing wages, and compliance with all state requirements as applicable. All cost documentation and accounting records shall be maintained in a form suitable for submission as may be required for reimbursement and for audit.
- ➔ Review and critique the architect/designer's cost estimates. The Owner's Project Manager shall also provide value management services, which includes value engineering and analysis of the building systems and design during all design and construction phases of the project. A Notice to Proceed to each successive design and construction phase of the project will **not** be issued by the Awarding Authority until the Owner's Project Manager's analysis concludes that the project is within the total project and/or construction cost budget.

Construction Phase:

- ➔ The Owner's Project Manager shall also provide an analysis of all bids from bidders with a report regarding the results of reference checks done, with recommendations for appropriate Awarding Authority action. Assist the Awarding Authority and the Designer with all bid protests, re-bidding and/or renegotiating contracts. Assist the Awarding Authority and the Designer with a pre-award conference with the successful bidder and with preparing construction contracts.

- ➔ Review the plans and specifications for cost, constructability issues, missing items, coordination, and compliance with the requirements of MGL Ch. 149, Sec. 44A-44L, and all other applicable laws and regulations.
- ➔ The Owner's Project Manager shall attend all construction job progress meetings with the Designer, the Contractor, the onsite representative and/or other persons as necessary or appropriate, at reasonable times and places to discuss procedures, progress, problems, scheduling, etc. At all such meetings, the OPM shall act as a representative of the Awarding Authority. The OPM shall work with the Designer to set up a schedule for such meetings.
- ➔ Shall be responsible for overall project oversight, including all services associated with the project management of a first-class, publicly constructed building in Massachusetts similar in size and scope to the Project and as described herein. Through observation, advice and consultation, the OPM will endeavor to protect the Nantucket Memorial Airport Commission against defects, deficiencies in the work, cost additions/overruns and delays in the completion of the project.
- ➔ During construction the Owner's Project Manager shall review the construction schedule furnished by the Designer, Consultants and the General Contractor. The OPM shall obtain and promptly review monthly updates of the general status of schedule milestones, schedule slippage, recommended site "walk-throughs" and other noteworthy information. If an update indicates that the previously approved project construction schedule might not be met, the OPM shall bring such issues to the attention of the Awarding Authority immediately and recommend corrective action.
- ➔ The Owner's Project Manager shall prepare and maintain a master project change log, incorporating all change directives, change orders, change requests and change proposals. The OPM shall review all change orders, identify sufficient funds and negotiate on behalf of the Awarding Authority with all parties involved. All Change Orders must be in writing and approved by the Awarding Authority.
- ➔ Make presentations of the Project to local boards having jurisdiction and attend such other local or other meetings as may be necessary or appropriate.
- ➔ Provide such other OPM services as may be necessary to bring the Project to completion, including providing onsite monitoring for the Project for the duration of the contract at any time work is being performed. Tasks shall include: observing the progress of construction, monitoring contractor staffing, equipment and materials deliveries, keeping a daily log containing a record of weather, the contractor's work on the site, number of workers, safety status of the Project, equipment in use, work accomplished, contractor materials stored, problems encountered, verbal instructions and interpretations given to contractors, as well as scheduling and coordinating all required testing and other similar relevant tasks. The onsite representative shall also monitor the

storage and protection of Awarding Authority purchased materials, furniture and equipment.

- When the Designer considers the contractor's work or a designated portion thereof substantially complete, the Owner's Project Manager shall jointly with the Contractor prepare for the Designer a list of incomplete or unsatisfactory items and a schedule for their completion. The OPM shall assist the Designer in conducting inspections to determine whether the work or designated portion thereof is substantially complete and preparing any resultant punch list as well as help where possible to expedite the completion of the work in accordance with the project schedule.
- Following the Designer's issuance of a Certificate of Substantial Completion for the work or designated portion thereof, the Owner's Project Manager shall coordinate the correction and completion of the remaining work for inspection by the Designer. The OPM shall evaluate the completion of the work and make recommendations to the Designer in conducting final inspections. The OPM shall make recommendations to the Awarding Authority with respect to release of any funds retained from the General Contractor and Designer.
- Within 45 days after completion of the building project, the Owner's Project Manager shall prepare evaluations of the Designer, Contractor and Sub-Contractors for Awarding Authority review and approval, and submittal to DCAMM. The evaluations will be completed using DCAMM standard evaluation forms, and the information contained therein shall be certified by the Owner's Project Manager that it represents a true and accurate analysis of their performance record on this project.
- **By signing this contract, CHA Consulting Inc. certifies pursuant to MGL c.268A under the pains and penalties of perjury, that their sole responsibility at OPM is to the Commonwealth of MA and the Nantucket Memorial Airport Commission and that they will remain independent of the designer, general contractor and any subcontractor on the project.**

The OPM is to become fully engaged in the project immediately upon award of this contract.

ATTACHMENT B
Owner's Project Manager Fee Proposal

PAYMENT SCHEDULE

In consideration of Owner's Project Manager's delivery of Basic Services, the Owner shall pay the Owner's Project Manager on an hourly basis, up to a total fee that shall not exceed \$66,962. The \$66,962 fee is a cap for Basic Services related to this Contract, and the actual amount paid by the Owner for Basic Services required during the duration of this Contract may be an amount less than \$66,962. The Owner's Project Manager shall invoice the Owner based on hours worked pursuant to this Contract, according to the hourly rates below and the schedule set forth below. During the course of this Contract, the rates in effect shall not be increased above those delineated in the following table:

Hourly Rate Schedule

Personnel/Title	Number	Unit	Hrs./Unit	Ttl Hrs	Rate	Total
Preconstruction/ Design	6	Weeks			\$2,000.00	\$ 12,000.00
Estimating						\$ 5,000.00
Joe Sullivan	18	Weeks	10	180	\$ 145.00	\$26,100.00
On Site Rep	18	Weeks	8	144	\$ 98.00	\$14,112.00
Project Oversight/Mgmnt						\$8,000.00
Sidni Bragg Project Admin	3.5	Months			\$ 500.00	\$1,750.00
Not-to-Exceed Fee for Basic Services						\$66,962.00
Reimbursable Expenses						
Housing / Travel						\$2,500.00
Sub-Total						\$69,462.00
Profit						\$5,538.00
Total Not to Exceed Contract Amount						\$75,000.00

Contract No. _____

PO No. _____

Vendor No. _____



TOWN OF NANTUCKET
AGREEMENT BETWEEN
THE TOWN OF NANTUCKET
AND
ARCHETYPE SC, INC.



THIS AGREEMENT made effective _____, 2020, by and between the **TOWN OF NANTUCKET, MASSACHUSETTS**, a municipal corporation, acting by and through its Nantucket Airport Commission, with offices at 14 Airport Road, Nantucket, Massachusetts 02554 (hereinafter called the "AIRPORT"), and **Archetype SC, Inc.** whose principal office address and state of incorporation 611 Burroughs and Chapin Blvd, Suite 100, Myrtle Beach, SC 29577 as set forth on Exhibit A (hereinafter called the "CONTRACTOR").

RECITALS:

WHEREAS, the AIRPORT desires to retain the CONTRACTOR to provide certain services for the AIRPORT, as described below, and the CONTRACTOR is willing to accept such engagement, all on the terms hereinafter set forth,

NOW, THEREFORE, in consideration of the mutual covenants hereinafter set forth, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties agree as follows:

ARTICLE 1 - ENGAGEMENT OF THE CONTRACTOR

- 1.1 The AIRPORT hereby engages the CONTRACTOR, and the CONTRACTOR hereby accepts the engagement to perform certain services for the AIRPORT, as described in Article 2.
- 1.2 In the performance of any service under this Agreement, the CONTRACTOR acts at all times as an independent contractor. There is no relationship of employment or agency between the AIRPORT, on the one hand, and the CONTRACTOR, on the other, and the AIRPORT shall not have or exercise any control or direction over the method by which the CONTRACTOR performs its work or functions aside from such control or directions which are consistent with the independent contractor relationship contemplated in the Agreement.

ARTICLE 2 - SERVICES OF THE CONTRACTOR

- 2.1 The CONTRACTOR will perform the services described in the Scope of Services set forth on Exhibit A (the "Work").

- 2.2 The CONTRACTOR shall report, and be responsible, to the AIRPORT and its designee (if any) as set forth on Exhibit A.
- 2.3 There shall be no amendment to the Scope of Services or Work provided for in this Agreement without the written approval of the AIRPORT. The AIRPORT shall be under no obligation to pay for any services performed by the CONTRACTOR which are not explicitly agreed to by the AIRPORT in writing.
- 2.4 The CONTRACTOR represents and warrants to the AIRPORT that the CONTRACTOR (including all of its personnel, whether employees, agents or independent contractors) will be qualified and duly licensed (if necessary) to perform the services required by this Agreement and further agrees to perform its services in a professional manner, and in accordance with the reasonable standard of care implied by law and all applicable local, state or federal ordinances, laws, rules and regulations, all of which are incorporated herein by reference. The CONTRACTOR will obtain and pay for any and all permits, bonds and other items required for the proper and legal performance of the Work.
- 2.5 The CONTRACTOR represents and warrants to the AIRPORT that it is not a party to any agreement contract or understanding which would in any way restricts or prohibits it from undertaking or performing its obligations hereunder in accordance with the terms and conditions of this Agreement.
- 2.6 All written materials and any other documents (whether in the form of “hard” copies, graphics, magnetic media or otherwise) which are received and produced by the CONTRACTOR pursuant to this Agreement shall be deemed to be “work for hire” and shall be and become the property of the AIRPORT upon the receipt and production of such items by the CONTRACTOR. The AIRPORT acknowledges that such materials are being prepared with respect to the specific project contemplated hereby and that any reuse of such materials by the AIRPORT in connection with any other project shall be at the AIRPORT’s sole risk, unless otherwise agreed to by the CONTRACTOR in writing.
- 2.7 The CONTRACTOR shall be responsible for the professional and technical accuracy, and for the coordination, of all designs, drawings, specifications, estimates and other work or services furnished by CONTRACTOR or its consultants and subcontractors. The CONTRACTOR shall perform its work under this Agreement in such a competent and professional manner that detail checking and reviewing by the AIRPORT shall not be necessary. The CONTRACTOR shall supervise and direct the Work, using its best skills and attention, which shall not be less than such state of skill and attention generally rendered by the design and engineering profession for projects similar to the subject project in scope, difficulty and location.
- 2.8 The CONTRACTOR shall not use any subcontractors or sub-consultants (not identified herein) for any work required under this Agreement unless such use has been approved in advance in writing by the AIRPORT.
- 2.9 Notwithstanding anything to the contrary in this Agreement, the CONTRACTOR shall not be relieved of its obligations under this Agreement by the AIRPORT’s performance,

or failure to perform, any of the AIRPORT's administrative duties under this Agreement, including, but not limited to, the AIRPORT's review and/or approval of plans, estimates, programs, documents, materials, work and services furnished by CONTRACTOR.

ARTICLE 3 - PERIOD OF SERVICES

- 3.1 Unless otherwise provided on Exhibit A, the term of this Agreement shall commence on the date hereof and continue until the Work is completed to the AIRPORT's reasonable satisfaction.
- 3.2 The CONTRACTOR shall proceed with the Work promptly after receiving Notice to Proceed and will diligently and faithfully prosecute the Work to completion in accordance with the provisions hereof. In any event, the Work shall be completed no later than the date set forth on Exhibit A. The CONTRACTOR acknowledges that time is of the essence of this Agreement.
- 3.3 If the CONTRACTOR is delayed in the performance of any of its obligations under this Agreement by the occurrence of an unforeseen event beyond its control such as fire or other casualty, abnormal adverse weather conditions, acts of God (collectively, "Unavoidable Events") which materially and adversely affect its ability to perform the Work, then the time for the CONTRACTOR to perform the Work shall be extended for such time as the AIRPORT shall reasonably determine is necessary to permit the CONTRACTOR to perform in light of the effects of the Unavoidable Event.

If an Unavoidable Event occurs which, in the AIRPORT's reasonable determination, makes the performance of the Agreement impossible without the expenditure of additional AIRPORT funds, the AIRPORT may, at its option, elect to terminate this Agreement upon thirty (30) days written notice.

ARTICLE 4 - PAYMENTS TO THE CONTRACTOR

- 4.1 The compensation due to the CONTRACTOR shall be paid in the amounts, and in the manner, set forth on Exhibit B, attached hereto.
- 4.2 The CONTRACTOR will bill the AIRPORT at the completion of the work unless otherwise provided on Exhibit B, with one or more invoices broken down to show the quantity of work performed and the percentage of the entire project completed, categories and amount of reimbursable expenses (if any), and provide such supporting data as may be required by the AIRPORT.
- 4.3 The AIRPORT will pay the CONTRACTOR upon review and approval of such invoices by the AIRPORT or its designee.
- 4.4 This engagement may be subject to budgetary restrictions which may limit the total amount of funds available for the Work. Accordingly, unless otherwise stated on Exhibit B, the AIRPORT will not be obligated to pay any amount in excess of the maximum project amount without the express written approval of the AIRPORT.

4.5 The CONTRACTOR and its sub-contractors shall not be compensated for any services involved in preparing changes that are required for additional work that should have been anticipated by the CONTRACTOR in the preparation of the documents, as reasonably determined by the AIRPORT.

ARTICLE 5 – TERMINATION

5.1 This Agreement may be terminated, with cause, by either the AIRPORT or CONTRACTOR, upon written notice given by the non-defaulting party. For the purposes of this provision, "cause" shall include the failure of a party to fulfill its material duties hereunder in a timely and proper manner.

5.2 The AIRPORT shall have the right to terminate this Agreement for its convenience and without cause upon ten (10) days written notice.

5.3 Following termination of this Agreement, the parties shall be relieved of all further obligations hereunder except:

- (a) unless the AIRPORT terminates for cause under paragraph 5.1, in which event the AIRPORT shall be under no obligation to make any payments to CONTRACTOR except for those services satisfactorily provided, the AIRPORT shall remain responsible for payments for the services satisfactorily performed and, unless this Agreement is for a lump-sum, expenses of CONTRACTOR reasonably accrued prior to the effective date of the notice of termination in compliance with this Agreement (less the value of any claims of the AIRPORT), all as determined by the AIRPORT in its sole discretion, but for no other amounts, including, without limitation, claims for lost profits on Work not performed; and
- (b) The CONTRACTOR shall remain liable for any damages, expenses or liabilities arising under this Agreement (including its indemnity obligations) with respect to AIRPORT performed pursuant to the Agreement.

ARTICLE 6 - INSURANCE AND INDEMNIFICATION

6.1 The CONTRACTOR agrees to indemnify and save the AIRPORT harmless from any and all manner of suits, claims, or demands arising out of any errors, omissions or negligence by CONTRACTOR (including all its employees, agents and independent contractors) in performing the Work, or any breach of the terms of this Agreement by such CONTRACTOR and shall reimburse the AIRPORT for any and all costs, damages and expenses, including reasonable attorney's fees, which the AIRPORT pays or becomes obligated to pay, by reason of such activities, or breach. The provisions of this Section 6.1 shall be in addition to, and shall not be construed as a limitation on, any other legal rights of the AIRPORT with respect to the CONTRACTOR, in connection with this Agreement, and shall survive termination or expiration of this Agreement.

- 6.2 Before commencing work the CONTRACTOR shall obtain and maintain at its expense and from insurance companies of a Best Rating of A or better, which are licensed to do business in the Commonwealth of Massachusetts, insurance as set forth below. If the CONTRACTOR is permitted to sub-contract a material portion of the Work, or is otherwise identifying a third party to perform services for the AIRPORT, the CONTRACTOR shall assure that such sub-contractor or other third party also has such insurance.
- (a) Workers' Compensation, covering the obligations of the CONTRACTOR in accordance with applicable Workers' Compensation or Benefits laws.
 - (b) Commercial General Liability Insurance on an occurrence basis with a combined single limit of not less than \$1 million. Coverage is to include premises and operations, coverage for liability of subcontractors. The policy shall contain an endorsement stating that any aggregate limits will apply separately to the work being performed under this Agreement.
 - (c) Automobile Liability Insurance of not less than \$1 million combined single limit covering owned, hired and non-hired vehicle use.
 - (d) Errors and Omissions Insurance and/or Professional Liability Insurance of not less than \$2 million per claim. The coverage shall be in force from the date of execution of the Agreement to the date when all design and construction work is completed and accepted by the AIRPORT, unless, however, the policy is a "claims made policy," in which event the policy shall remain effective and in full force for a period of six (6) years after completion of all design and construction work relating to the engagement.
 - (e) Such additional insurance as may be required to be carried by the CONTRACTOR by law.
 - (f) Such additional insurance as the AIRPORT may reasonably require, as set forth on Exhibit A.

CONTRACTOR shall maintain such insurance during the term of Agreement and give the AIRPORT thirty (30) days written notice of any change or cancellation of coverage. Each insurer providing policies hereunder shall waive its rights to subrogate claims against the AIRPORT. The AIRPORT will be added as an additional named insured with respect to each such policy and such endorsement shall be reflected on a Certificate of Insurance to be delivered to the AIRPORT upon the execution of this Agreement and at such times thereafter as the AIRPORT may reasonably request.

ARTICLE 7 - GENERAL PROVISIONS

- 7.1 Upon the expiration or the termination of this Agreement for any reason, all data, drawings, specifications, reports, estimates, summaries and other work product which have been

accumulated, developed or prepared by the CONTRACTOR (whether completed or in process) shall become the property of the AIRPORT upon payment for such to the CONTRACTOR and the CONTRACTOR shall immediately deliver or otherwise make available all such material to the AIRPORT.

- 7.2 Neither party may assign, transfer or otherwise dispose of this Agreement or any of its rights hereunder or otherwise delegate any of its duties hereunder without the prior written consent of the other party, and any such attempted assignment or other disposition without such consent shall be null and void and of no force and effect.
- 7.3 Except as otherwise expressly provided in this Agreement, any decision or action made by the AIRPORT relating to this Agreement, its operation, amendment or termination, shall be made by the Board, Committee or Authority of the AIRPORT specified in the initial paragraph of this Agreement, unless specifically authorized or delegated by a lawful vote of such body.
- 7.4 This Agreement, together with Exhibit A (Contractor, Scope of Work, Term), Exhibit B (Payments), and Exhibit C (Tax Compliance Certificate), and any additional exhibits referred to therein, constitute the entire agreement of AIRPORT and CONTRACTOR with respect to the matters set forth therein and may not be changed, amended, modified or terms waived except by a writing signed by AIRPORT and CONTRACTOR. If there is any conflict among the terms set forth in the body of this Agreement and the terms or provisions set forth in Exhibit A or Exhibit B, or in any other attachment hereto, or in any other document or law incorporated by reference herein, such conflict shall be resolved by giving precedence to the party's address above by certified mail, return receipt requested Terms or provisions contained in the following documents in accordance with the following hierarchy, with the topmost document of the highest priority:
- A. Applicable federal, state and local laws, rules and regulations.
 - B. Amendments to this Agreement, if any.
 - C. Exhibits A and B.
 - D. This Agreement.
 - E. Any other attachments to this Agreement.

To the extent the conflict is not resolved by applying the above hierarchy, the conflict shall be resolved in a manner that results in the highest quantity and best quality of goods and services to the AIRPORT.

- 7.5 This Agreement is governed by the law of The Commonwealth of Massachusetts and shall be construed in accordance therewith. The parties agree that exclusive jurisdiction for any action arising out of or relating to this Agreement shall lie with the state and federal courts having jurisdiction over the county and state in which the Town is located and the parties hereby irrevocably waive, to the fullest extent permitted by law, any objection which they may now or hereafter have to the venue of any proceeding brought

CONTRACT EXHIBIT A

CONTRACTOR, SCOPE OF WORK, TERM

1. **Name of Contractor:** Archetype SC, Inc.
2. **State of Incorporation:** South Carolina
3. **Principal Office Address:** 611 Burroughs and Chaplin Blvd, Suite 100, Myrtle Beach, SC 29577
4. **Description of Services:** A2 Analytics product and services as more specifically identified on the attached proposal.
5. **Person, Department, or Committee, if any, to whom CONTRACTOR reports (§ 2.2):** Noah Karberg
6. **Term of Agreement (§3.1):** 3 years
7. **Completion Date (§3.2):** September 7, 2023
8. **Additional Insurance Coverage (§6.2(e)):** None

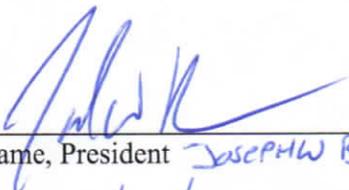
AGREEMENT EXHIBIT B

PAYMENTS

1. Lump Sum Method
 - a. **Maximum Project Amount:** Not to Exceed (NTE) \$51,300
 - b. **Payment Increments:** Upon submission of CONTRACTOR'S invoice and approval of invoice by the AIRPORT.
 - c. **Reimbursable Expenses** (if any): None.

**TAX COMPLIANCE CERTIFICATION
EXHIBIT C**

Pursuant to M.G.L. 62C, Sec.49A, the undersigned certifies under the penalties of perjury that it, to the best knowledge and belief of management, has filed all state tax returns and paid all state taxes required under law (if any, are so required).

By: 

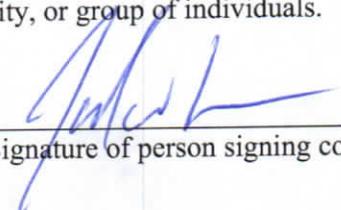
Name, President *Joseph W Bonanno*
08/26/2020

Date
46-5580708

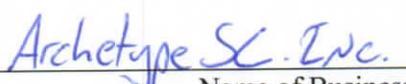
FEIN:

CERTIFICATE OF NON-COLLUSION

The undersigned certifies under penalties of perjury that this bid or proposal has been made and submitted in good faith and without collusion or fraud with any person. As used in this certification, the word "person" shall mean any natural person, business, partnership, corporation, union, committee, club, or other organization, entity, or group of individuals.



Signature of person signing contract



Name of Business



Location-based insights without limits

Nantucket Memorial Airport

A2 Analytics Implementation Proposal

ArchetypeSC

611 Burroughs and Chapin Blvd, Suite 100, Myrtle Beach, SC 29577

(843) 353-2929 | www.a2-analytics.com

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About Archetype SC

Archetype SC is a full-service digital consulting agency based in Myrtle Beach, S.C.

Founded in 2014 by veteran UX designer Joseph Bonanno and former IBM Security Engineer Usman Khan, we provide technology solutions that produce remarkable results for hundreds of clients, ranging from small businesses to Fortune 500 companies.

Located in Myrtle Beach, SC, our staff of 100% U.S. based full-time employees specializes in digital transformation with a focus on providing technology solutions to fit the unique needs of each client.

We offer a variety of services including:

- Application Development
- Digital Systems Integration
- UX / Website Design
- Digital Marketing
- Cybersecurity
- Location-based Analytics
- Data & Analytics
- Business Consulting

Project Team

Here are some of the key team members that will be involved in your project:



Joseph Bonanno
President



Usman Khan
Security Practice Director



Paul Cormier
Principal Consultant



Patrick Nord
Principal Consultant



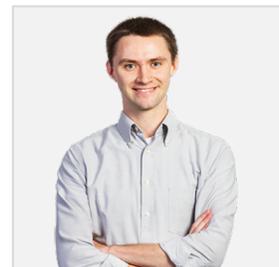
Chris Mowder
Senior Designer



Dorothy Thompson
Digital Experience Analyst



Ethan Richardson
Developer



Danny Reed
Developer

Our Clients

Archetype SC applications are built to solve core business challenges and function flawlessly with user-centric design driven by sound research, data and analytics. These are some of the many companies who have experienced growth by partnering with ASC on projects ranging from user experience to mobile development, progressive web app development, data analytics, cybersecurity, and business consulting.



“Archetype SC’s expertise in their field allowed them to develop and roll-out A2 Analytics, that is assisting the Airport manage its record setting growth. From the time I first met them I was impressed as they listened to our challenge, asked probing questions, inquired about budgets and more. Ultimately the team presented the solution, ahead of schedule, and then implemented the product on-time and within budget. Based on the success of the launch of the A2 product, overall responsiveness, professionalism and their clear expertise the Airport has elected to contract with this company for additional services.

Kirk Lovell, Director of Air Service Development, Myrtle Beach Int’l Airport

“We’ve retained Archetype SC for 3 different projects across many aspects of technology needs, from cybersecurity to data management. Their team is intentional and deliberate on every task they take on. The expertise of their team is broad and each person we have interacted with has ensured our needs are met, every step of the way. Every project we have undertaken has been thorough, organized, and driven by capable team members. Hands down, Archetype SC is my first call with any technology-related need.”

Mitch Cornelius, Technology Manager, Fortis Construction



About A2 Analytics

Technology

A2 Analytics is a patented technology from Archetype SC that uses location-based tracking to provide your business with an in-depth view of how customers move and interact with real-world spaces. At a fraction of the cost of traditional location-based analytics solutions, A2 Analytics deploys a powerful combination of technology that requires minimal infrastructure and little to no maintenance.

Sensors

A2 Analytics uses a system of sensors to passively collect data from the many electronic devices people carry, such as phones, tablets, watches and gaming systems. The devices, originally built to perform in a controlled environment, have been adapted to withstand the rigors of the construction industry. These stronger, weatherproof casings ensure continuous monitoring on site, regardless of changes in temperature, power supply or precipitation. Each sensor will collect between 5Mb and 25Mb of data over the course of a 24-hour period. This results in very low bandwidth requirements.



Badges

By combining location-based analytics and Bluetooth technologies, A2 Analytics can track personnel on project sites. Using a method of tracking Bluetooth badges tied to personal information, our system can determine exactly where individuals or teams are working on a site and how long they are present. This was designed to give project leaders the ability to look at how effort was spent working, breaking down efforts by area, scope of work and a variety of other metrics. Manufacturers currently estimate battery life between 12 months and 36 months depending on variable such as weather, usage, storage and other factors.

Equipment Tracking

In addition to personnel, A2 Analytics also tracks equipment utilization and location, as well as operator identification. With our technology and Bluetooth tags, valuable equipment can be tracked for usage and location, allowing the contractor to keep an inventory of its job site without needing to stop progress. By integrating badging tied to a human resources file, the company is also able to quickly ensure operators are properly licensed, certified and able to safely operate the machine.

Data Storage

After a system of sensors to passively collects data, millions of data points are stored in the cloud, with precise locations and time signals, effectively tracking movements in near real-time. Our advanced algorithms process and analyze data to provide powerful data visualization insight into the movements of those who enter a space. Because A2 does not collect personally identifiable information from the people it tracks, there's no need for users to opt-in to tracking and no concerns about data privacy for your organization.

Reporting

Engaging data visualizations bring the power of A2 Analytics to life, by providing amazing insights that allow for increased operational efficiency, better utilization of resources and many other data-driven decisions to boost your business' bottom line.

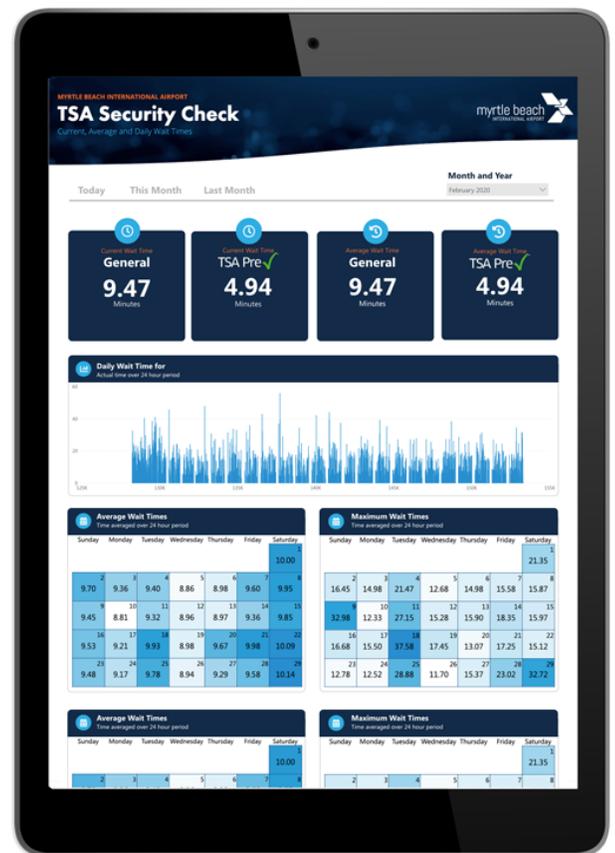
Dashboards

Our A2 Analytics dashboards are packed with features designed to make our powerful data visualizations easy to navigate. Custom dashboards can be accessed company-wide on connected devices to ensure that management away from a job site can stay in the loop on how many workers are at a job site, where they are working at any time, and what equipment is being utilized, all with the backing of ultra-precise data.

These dashboards provide reporting tailored to your needs, allowing you to use the included metrics or create your own reports designed around the unique challenges your business faces every day.

Alerting

Our system features customizable alerts that can be set up through e-mail, text, or desktop notifications when specific thresholds or events occur so that you can take control of your environment. A2 Analytics also features system integration that allows you to easily bring our data into your in-house reporting, Business Intelligence, CRM or security applications.



Project Overview

Nantucket Memorial Airport (ACK) wishes to implement A2 Analytics for a period of 3 years to analyze and report on passenger experience for portions of the airport including the Crosswinds Restaurant, TSA Queue, Passenger Hold Room, Outdoor Passenger Hold Room, and Bag Claim.

Data will be collected to answer the following questions:

- Holding area including TSA checkpoint, hold room, and exterior tent
 - How many passengers in each space?
 - How long do passengers stay in each place?
- Bag claim area
 - How long do passengers wait in this area?
 - How many passengers wait in this area?
 - How many passengers walk through this area?
- Crosswinds Restaurant
 - How long do diners stay at the restaurant?
 - Which door do diners enter through?
 - How many people walk through this area?
 - How many passengers pass by this area?
 - How many diners are passenger's vs public?

Archetype SC will deploy A2 Analytics sensors throughout ACK as needed to support data gathering requirements.

Project Lifecycle

Archetype SC believes that a strategic approach is essential to success in any aspect of digital transformation.

That's why every engagement begins with a holistic assessment of your project, objectives, and expectations, followed by the creation of a strategy that serves as an outline for the project.



Planning

- Strategy & Planning
- Research & Analysis



Development

- Functional Code Development
- Report Development



Review

- Quality Assurance
- Compatibility & User Testing



Deployment

- System Deployment
- Post-Deployment Maintenance



Ongoing

- Monitoring and System Maintenance

Project Outline

Here's a detailed look at the proposed outline for managing the A2 Analytics deployment:

-  **Strategy & Planning**
September 2020
Determine project goals, development needs, reporting needs
-  **Research & Analysis**
September 2020
Review and analysis of terminal combined with requirements gathering for system and report development
-  **Functional Development**
September 2020
Create reporting environment and any necessary code for reporting objectives.
-  **Report Development**
October 2020
Integrate data sources, develop report, design visualizations
-  **Quality Assurance**
October 2020
Code and sensor testing
-  **Compatibility & User Testing**
October 2020
Client facing testing and system compatibility
-  **System Deployment**
October 2020
Code is migrated to the production environment
-  **Post-Deployment Maintenance**
October 2020
Post-launch bug fixes, staff training, product setup
-  **Monitoring and Maintenance**
Approximately 35 months beginning October 2020
System is monitored to ensure continuous reporting, additional reports developed as needed

Deliverables

A summary of all items to be delivered to you by the Archetype SC staff upon completion of this project:

Engagement Management

Archetype SC will provide engagement management for the responsibilities in this proposal. The purpose of this activity is to provide direction and control for the project and to establish a framework for project communications, reporting, procedural and contractual activity. The main tasks are:

- Maintain project communications through the Nantucket Memorial Airport Project Manager
- Establish documentation and procedural standards for the development of this project
- Measure, evaluate progress, evaluate risks, and resolve deviations from the Project Plan, with the Nantucket Memorial Airport Project Manager
- Prepare and submit weekly Status Reports to the Nantucket Memorial Airport Project Manager
- Review and administer the Project Change Control Procedure with the Nantucket Memorial Airport Project Manager
- Coordinate and manage the activities of Archetype SC project team, including ensuring that the project team complies with the standard project policies and guidelines

System Development and Implementation

Archetype SC will work with Nantucket Memorial Airport to develop and tune functionality needed to deploy the A2 Analytics solution successfully to the Airport site.

- Document requirements to integrate environmental information into the A2 Analytics ecosystem
- Integrate environmental information into the A2 analytics
- Develop code using AWS services, Node.JS

Report Development

Archetype SC will work with Nantucket Memorial Airport to develop meaningful report information needed to deploy the A2 Analytics solution successfully to the Airport

- Document report types, charts, process flows, and other information for location awareness and environmental sources
- Integrate data sources with PowerBI
- Design visualizations for:
 - TSA wait time monitoring
 - Bag claim monitoring
 - Passenger awareness of hold rooms

Dashboard

Archetype SC will provide user account access to your custom reports through the A2 Analytics Website located at <https://dashboard.a2-analytics.com>

Quality Assurance

Archetype SC will test all code developed for defects in quality. All documented bugs will be resolved prior to delivery for user acceptance testing.

- Create test scripts needed for evaluation and documentation of testing
- Document bugs in appropriate tracking system provided by Slat Planner
- Resolve any documented bugs prior to release for User Acceptance Testing
- Administer User Acceptance Testing to ensure proper testing and sign off

Site Deployment & Configuration

Archetype SC will configure and deploy sensors to the project site. After initial deployment, the Nantucket Memorial Airport team will be trained on adding additional sensors to the project site per an approved plan and location map.

Monthly Network Connectivity

Archetype SC will monitor sensors for accuracy and consistency, ensuring that all sensors are functional through the duration of the project.

Project Investment

A summary of estimated costs for development, deployment, and ongoing support:

Resource	Investment
Site Setup and Configuration	\$2,400.00
Travel Expenses for 2 Resources: <ul style="list-style-type: none"> Flight Cost: \$1,750.00 Hotel: \$1,750.00 Food: \$400.00 	\$3,900.00
Report Development: <ul style="list-style-type: none"> TSA Monitoring Bag Claim Monitoring Passenger Awareness 	\$4,000.00 No charge for initial development
Monthly Network Connectivity & Maintenance (regularly 12 months at 1,200.00/month)	\$14,400.00 \$7,200.00 (50% discount)

First Year Investment:

\$13,500.00

Resource	Investment
*Additional Report Development or Consulting (Not to exceed 60 hours, billed actual)	\$9,000.00
Monthly Network Connectivity & Maintenance (24 months at 1,200.00/month)	\$28,800.00

Total Investment:

\$51,300.00

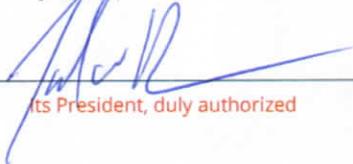
*Additional report development or consulting will be billed monthly at an hourly rate of \$150 per hour.

Proposal Agreement

The cost to be paid by Nantucket Memorial Airport to Archetype SC, Inc. for the deliverables described above for a three year project cost in the amount of \$42,300 includes Site Set up and Configuration, Travel Expenses for 2 Resources, Report Development (TSA Monitoring, Bag Claim Monitoring, and Passenger Awareness), and Monthly Network Connectivity & Maintenance for 36 months. An additional not to exceed amount of \$9,000 is allocated for Additional Report Development or Consulting during the 3-year project time frame. The total 3-year project will be a not to exceed amount of \$51,300. Archetype SC will invoice Nantucket Memorial Airport for actual time and materials used each month beginning October 1, 2020 and ending September 30, 2023. Changes to monthly spend will require direct approval of the Nantucket Memorial Airport Project Manager. The terms of this quote found within are valid for 30 days from August 19, 2020 and expire on September 19, 2020.

Archetype SC, Inc.

By: Joseph W. Bonanno



Its President, duly authorized

Nantucket Memorial Airport

By: Tom Rafter

Its Airport Manager, duly authorized

Approval Date _____
MJ Project # **18691.03**
Contract # _____
PO # _____
Vendor # _____

TASK ORDER
AUTHORIZATION
NO. MJ-PN-03

PROJECT: Airport Gas Property Investigation
Nantucket Memorial Airport

DATE OF ISSUANCE: September 8, 2020

PROJECT DESCRIPTION: The items of work to be accomplished under this Task Order include the following and are further described on the attached Scope of Work (13 pages):

The CONSULTANT will provide professional services to provide environmental sampling of the Airport Gas Property, located to the northwest of the Nantucket Memorial Airport in Nantucket, Massachusetts, within the hours listed in the attached fee proposal. The CONSULTANT's work shall be undertaken in accordance with the attached Scope of Work.

METHOD OF COMPENSATION:

Not to exceed fee based on actual cost plus fixed fee. See attached detail contained in the Scope of Work and Fee Proposal.

AMOUNT OF COMPENSATION:

The maximum amount to be paid to the CONSULTANT by the SPONSOR under this Task Order shall be Forty Seven Thousand, Seven Hundred Ten Dollars and Zero Cents (\$47,710.00) unless this Task Order is amended in writing and agreed to by the SPONSOR and CONSULTANT.

The Agreement Between the Town of Nantucket and McFarland-Johnson, Inc. for Airport On-Call Planning & Architectural Services for Multiple Projects dated June 9, 2020, shall govern all TASK ORDERS executed under this Assignment, unless modified in writing and agreed to by SPONSOR and CONSULTANT.

ACCEPTED:

by _____

James M. Festa, P.E.

CEO

McFarland-Johnson, Inc.

APPROVED:

Town of Nantucket

Nantucket Memorial Airport Commission

By: _____

Name: _____

Title: _____

By: _____

Name: _____

Title: _____

By: _____

Name: _____

Title: _____

APPROVED AS TO FUNDS AVAILABLE

by _____

Brian E. Turbitt, Director of Municipal Finance or

Bob Dickinson, Assistant Town Accountant

Massachusetts Department of Transportation (MassDOT) Aeronautics Division

Contract Approval

The MassDOT Aeronautics Division, on this _____ day of _____, 20____, hereby approves Task Order MJ-PN-03 between the Nantucket Memorial Airport and McFarland-Johnson, Inc. for the Engineering Services in connection with:

Airport Gas Property Investigation

Nantucket Memorial Airport
Nantucket, Massachusetts

This Approval is granted in accordance with Section 51K, Chapter 90 of the General Laws of Massachusetts, as amended, and in no way makes the MassDOT Aeronautics Division a party to the Contractor and in no way interferes with the rights of either of the principals here above, and is not to be considered as a commitment of funding unless a grant is issued by MassDOT Aeronautics Division.

Dr. Jeffrey DeCarlo, Ed.D., PMP, ATP, Administrator
MassDOT Aeronautics Division

September 2, 2020

**Nantucket Memorial Airport
Scope of Work**

Task Order No.: MJ-PN-03

Airport Gas Property Investigation

Introduction

Nantucket Memorial Airport (SPONSOR) has been issued a Notice of Responsibility (NOR)/ Request for Immediate Response Action Plan (IRA) from the Mass DEP dated April 28, 2020 regarding potential per- and polyfluoroalkyl substances (PFAS) releases and contamination of offsite drinking water wells (Release Tracking Number 4-28219). The SPONSOR has previously engaged Weston Solutions to complete the IRA Plan (dated April 29, 2020), conduct groundwater and drinking water sampling and analysis, and design and install Point of Entry Treatment (POET) Systems. Downgradient drinking water wells have been contaminated with PFAS. In addition, based on initial sampling results, cross gradient and upgradient drinking water wells have been impacted with PFAS. Potential additional sources of PFAS release areas may be present in the vicinity of the airport property. The purpose of this investigation will be to evaluate the soil and ground water conditions in the vicinity of the Airport Gas Property which is adjacent to and northwest of the airport property, at 10 Airport Road. The Airport Gas Property is upgradient from known on airport PFAS release location sites. PFAS have been detected at more than 100 parts per trillion (ppt) in monitoring well ACK-11, which is located less than 100 feet downgradient of the Airport Gas Property and near an area where surface runoff from the car wash discharges to the ground surface.

Section A. – Services

McFarland-Johnson, Inc. (CONSULTANT) will provide the following services in accordance with the Agreement for Professional Services referenced in this Task Order and within the hours included in the attached Summary of Fees (Exhibit A).

A.1. CONSULTANT's services shall include the following:

WESTON will conduct an environmental investigation of the Airport Gas Property that could be contributing to PFAS impacts to groundwater. The assessment will include the collection and analysis of up to four surface runoff samples from the car wash property as well as eight groundwater grab-samples obtained using a Geoprobe.

The CONSULTANT will provide review of documents and IRA Status Reports, website and electronic media support, and will participate in two virtual meetings.

Weston's scope and assumptions are described in further detail in Exhibit B.

The deliverables will include regular updates in the IRA Status Reports.

A.2. In conjunction with the performance of the foregoing SERVICES, CONSULTANT shall provide the following submittals/deliverables (documents) to SPONSOR:

1. Detailed Task Order, Scope of Work and Fee Summary spreadsheet (in MS Word, MS Excel and PDF format – no hard copies will be provided).
2. Test results from sampling.
3. Relevant communication records.
4. IRA Status Reports.

Section B. – Schedule

B.1. CONSULTANT shall perform the SERVICES and deliver the related documents (if any) according to the following schedule:

All tasks listed in this agreement are anticipated to be completed by December 31, 2020.

Section C. – Subconsultants

The following describes the scope, schedule and budget allocated to subcontractors and subconsultants used in performance of this Task Order.

1. Weston Solutions scope of work is provided in Exhibit B. Weston Solutions will complete the tasks in accordance with the schedule listed above and in the scope.

Section D. – SPONSOR's Responsibilities

The SPONSOR shall perform and/or provide the following in a timely manner. Unless otherwise provided in this Task Order, the SPONSOR shall bear all costs incident to compliance with the following:

1. Provide any available off airport well data or information.
2. Provide access correspondence with the Airport Gas Property for the site investigation.

Section E. – Assumptions

Draft documents will be submitted to the CONSULTANT for review by Weston prior to Airport review. The preparation of final documents will incorporate Airport comments for submittal to MassDEP via their electronic filing system (eDEP). Assumes one round of comments before finalization.

Sponsor will secure access to the Airport Gas Property for the purpose of conducting the investigation described herein.

Additional assumptions for the Weston tasks listed above are located in Exhibit B.

Weston Solutions will provide LSP support and technical information.

EXHIBIT A

CONSULTANTS SUMMARY OF FEES

Appendix 'A' Summary of Fees

Task Order No. MJ-PN-03

Nantucket Memorial Airport
Nantucket, MA

Professional Services For
Airport Gas Property Investigation

September 2, 2020

TASK	DESCRIPTION	MJ HOURS	MJ FEE	Weston FEE	TOTAL FEE
1.0	Soil and Groundwater Assessment of Airport Gas Property	60	\$ 9,430.00	\$ 38,280.00	\$ 47,710.00
	Total	60	\$ 9,430.00	\$ 38,280.00	\$ 47,710.10

FEE SCHEDULE

Task Order No. MJ-PN-03

Professional Services For
 Airport Gas Property Investigation
 Nantucket Memorial Airport

September 2, 2020

Soil and Groundwater Assessment of Airport Gas Property																												
Sub Task	Description	Project Principal	Sr. Project Manager	Reg.Envir. Director	Sr. Environmental Planner	Environmental Scientist	Jr. Engineer	Sr. Technician	Admin. Profess.	Subtotals																		
1.1	Document Review/Website and Electronic Media Support			8	4	16			4	32																		
1.2	Meetings/Correspondence		4	8		16				28																		
Total Hours		0	4	16	4	32	0	0	4	60																		
Hourly Rate		\$ 70.06	\$ 71.10	\$ 65.00	\$ 52.64	\$ 44.00	\$ -	\$ -	\$ 21.00																			
Direct Cost		\$ -	\$ 284.40	\$ 1,040.00	\$ 210.56	\$ 1,408.00	\$ -	\$ -	\$ 84.00	\$ 3,026.96																		
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Hotel/per diem																												
Printing/Postage/Miscellaneous	\$ 101.97																											
TOTAL EXPENSES	\$ 101.97																											

EXHIBIT B

SUBCONSULTANTS SCOPE OF WORK AND FEES



Weston Solutions, Inc.
43 N. Main Street
Concord, New Hampshire 03301
603-656-5400 • Fax 656-5401
www.westonsolutions.com



2 September 2020
Transmitted by email

Ms. Georgie Nugent
McFarland-Johnson, Inc.
60 Railroad Place, Suite 402
Saratoga Springs, NY 12866

Re: Scope of Services and Cost Estimate for Phase 1 PFAS Consulting Services
Task Order No. 3 – Airport Gas Property
Nantucket Memorial Airport, Nantucket, Massachusetts

Weston Solutions, Inc. (WESTON®) has prepared this scope of services and budgetary cost estimate for McFarland & Johnson, Inc. (MJI) to provide the Nantucket Memorial Airport (ACK) with additional environmental consulting services. This scope of services supplements our ongoing consulting work, referred to as the Phase 1 PFAS consulting and mitigation services.

WESTON's ongoing consulting services pertain to assessment, investigation, and mitigation of contamination resulting from the detection of per- and polyfluoroalkyl substances (PFAS) in area groundwater and drinking water supply wells. The scope of services presented in this letter pertain to potential PFAS contamination in the vicinity of the Airport Gas property, located northwest of the Airport and will generally be completed before June 30, 2021. This scope includes work that is required to maintain compliance with environmental reporting requirements in accordance with the Massachusetts Contingency Plan (MCP) and as required by the Massachusetts Department of Environmental Protection (MassDEP).

The Task Order No. 3 (MJ PN-03 and 18691.04) activities are described below along with technical and cost assumptions pertaining to the scope of each task.

Task 1 SOIL AND GROUNDWATER ASSESSMENT OF AIRPORT GAS PROPERTY

WESTON will conduct an assessment of another potential PFAS sources on leased Airport property that could be contributing to PFAS impacts to area groundwater. This assessment will focus on the car wash that is located north of the terminal, in close proximity to existing monitoring well ACK-11 where PFAS have been detected at elevated concentrations (>100 ppt). Monitoring well ACK-11 is not located downgradient of any Aqueous Film-Forming Film application areas, but is near where surface runoff from the car wash discharges to the ground surface and infiltrates. Car washes can be a significant source of PFAS compounds due to the application of car wax products during the cleaning process.

The assessment will include the collection and analysis of surface runoff samples from the car wash property as well as soil and groundwater grab-samples obtained using a Geoprobe. Soil samples will be collected using a Geoprobe in the area of the stormwater outfall discharge location. Four borings are estimated to be advanced to the water table; which is estimated to be within 35 ft of ground surface, and soil samples will be collected at 5-foot intervals. Up to 28 soil samples are anticipated. The groundwater grab-samples will be collected on Airport property north and south

of the car wash to determine whether the PFAS observed in ACK-11 is related to the car wash, or another unknown source further to the north. The grab samples will be collected using a Geoprobe advanced into the water table. The location and number of the groundwater grab-samples collected will be further informed by the results of any residential sampling conducted previously. For budgeting purposes, it is assumed that up to eight (8) borings and eight (8) grab samples will be collected. Quality assurance/quality control samples will include one duplicate per media, one trip blank for aqueous samples, and one field blank.

The results of this investigation will be included in an IRA Status Report and the Phase II Comprehensive Site Assessment included below.

The following technical and cost assumptions apply to this task or activity.

Assumptions	Description
Schedule	This work will be performed following completion of the planned residential sampling of the homes located on Nobadeer Way, west of the car wash; and is anticipated to be completed by June 30, 2021.
Lab TAT	Standard TAT (2 weeks) for analysis of samples.
Soil Borings	Up to four borings completed. Depth to water is estimated to be within 35 ft of ground surface.
Soil Samples	Up to seven samples per boring.
Groundwater Grab Samples	Up to eight groundwater grab samples will be collected from eight separate locations to complete an initial assessment of PFAS impacts in the vicinity of ACK-11.
Surface Runoff Samples	Up to four samples of surface runoff from the car wash will be collected during two separate precipitation events to confirm potential PFAS releases from that business.
Restoration	The ground surface at each soil boring or groundwater grab-sample drilling location will be restored to similar pre-existing condition. Asphalt cold-patch will be used to restore concrete, hydraulic cement will be used to restore concrete surfaces, and topsoil/seed will be used to restore lawn areas.
Investigation Derived Waste	Personal protective equipment and other non-soil or water IDW will be disposed as municipal solid waste in Airport trash containers. Purged groundwater from collection of the groundwater grab-samples will be discharged to the ground surface in the vicinity of the sampling point. Soil from Geoprobe borings will be placed back in the borehole from which it was collected.

Scope & Cost Exclusions

WESTON has excluded from the scope of services and budgetary cost estimate the following:

- Costs associated with Phase 1 activities already authorized and underway through 6/30/21.

A cost summary for Phase 1, Task Order No. 3 Scope of Work is attached. WESTON prepared the budgetary cost estimate based on the activities described herein and associated technical and cost



Ms. Georgie Nugent
McFarland-Johnson, Inc.

Page 3

assumptions. The estimated costs are intended to forecast likely expenditures and may vary or be revised, as scope and quantities are further defined. This work will be performed under the terms and conditions of the existing contract between WESTON and MJI identified as Task Order Authorization No. MJ-PN-01 PFAS Management and Mitigation Assistance.

Please contact me at (603) 656-5457 if you have any questions or require additional information.

Sincerely,

WESTON SOLUTIONS, INC.

Ms. Lisa Kammer, PG
Project Manager/Sr. PFAS Professional

LLK:kmc

ATT: Attachment 1 – Cost Summary Phase 1, Task Order No. 03

ec: J. Soukup, PG., LSP, T. Walles, D. Kane, PG. - WESTON

Phase 1 Task Order No. 03 Budgetary Allocation Summary Airport Gas Property
MJ PN-03, MJ Proj. No. 18691.04

Task 1 Soil and Groundwater Assessment of Airport Gas Property					
Task #	Task Description	Labor	Expenses	Subs	Task Total
1	Soil and Groundwater Assessment of Airport Gas Property	\$ 11,440	\$ 5,315	\$ 21,525	\$ 38,280
Phase 1 Task Order 03 Total					\$ 38,280

Approval Date _____
MJ Project # **18691.05**
Contract # _____
PO # _____
Vendor # _____

**TASK ORDER
AUTHORIZATION
NO. MJ-PN-04**

PROJECT: Nobadeer Way Study Area

Nantucket Memorial Airport

DATE OF ISSUANCE: September 8, 2020

PROJECT DESCRIPTION: The items of work to be accomplished under this Task Order include the following and are further described on the attached Scope of Work (23 pages):

The CONSULTANT will provide professional services to provide environmental sampling of the Airport Gas Property, located to the northwest of the Nantucket Memorial Airport in Nantucket, Massachusetts, within the hours listed in the attached fee proposal. The CONSULTANT's work shall be undertaken in accordance with the attached Scope of Work.

METHOD OF COMPENSATION:

Not to exceed fee based on actual cost plus fixed fee. See attached detail contained in the Scope of Work and Fee Proposal.

AMOUNT OF COMPENSATION:

The maximum amount to be paid to the CONSULTANT by the SPONSOR under this Task Order shall be Five Hundred Twenty-Five Thousand, Seven Hundred Forty Three Dollars and Zero Cents (\$525,743.00) unless this Task Order is amended in writing and agreed to by the SPONSOR and CONSULTANT.

The Agreement Between the Town of Nantucket and McFarland-Johnson, Inc. for Airport On-Call Planning & Architectural Services for Multiple Projects dated June 9, 2020, shall govern all TASK ORDERS executed under this Assignment, unless modified in writing and agreed to by SPONSOR and CONSULTANT.

ACCEPTED:

by James Festa Digitally signed by James Festa
Date: 2020.09.08 14:15:14
-04'00'

James M. Festa, P.E.
CEO
McFarland-Johnson, Inc.

APPROVED:

Town of Nantucket
Nantucket Memorial Airport Commission

By: _____

Name: _____

Title: _____

By: _____

Name: _____

Title: _____

By: _____

Name: _____

Title: _____

APPROVED AS TO FUNDS AVAILABLE

by _____
Brian E. Turbitt, Director of Municipal Finance or
Bob Dickinson, Assistant Town Accountant

Massachusetts Department of Transportation (MassDOT) Aeronautics Division

Contract Approval

The MassDOT Aeronautics Division, on this _____ day of _____, 20____, hereby approves Task Order MJ-PN-04 between the Nantucket Memorial Airport and McFarland-Johnson, Inc. for the Engineering Services in connection with:

Nobadeer Way Study Area

Nantucket Memorial Airport
Nantucket, Massachusetts

This Approval is granted in accordance with Section 51K, Chapter 90 of the General Laws of Massachusetts, as amended, and in no way makes the MassDOT Aeronautics Division a party to the Contractor and in no way interferes with the rights of either of the principals here above, and is not to be considered as a commitment of funding unless a grant is issued by MassDOT Aeronautics Division.

Dr. Jeffrey DeCarlo, Ed.D., PMP, ATP, Administrator
MassDOT Aeronautics Division

September 3, 2020

**Nantucket Memorial Airport
Scope of Work**

Task Order No.: MJ-PN-04

Nobadeer Way Study Area

Introduction

Nantucket Memorial Airport (SPONSOR) has been issued a Notice of Responsibility (NOR)/ Request for Immediate Response Action Plan (IRA) from the Mass DEP dated April 28, 2020 regarding potential per- and polyfluoroalkyl substances (PFAS) releases and contamination of offsite drinking water wells (Release Tracking Number 4-28219). The SPONSOR has previously engaged Weston Solutions to complete the IRA Plan (dated April 29, 2020), conduct groundwater and drinking water sampling and analysis, and design and install Point of Entry Treatment (POET) Systems. Downgradient drinking water wells have been contaminated with PFAS. In addition, PFAS has been detected in up and cross gradient drinking water wells. Additional sampling and POET systems are required. Continued community public involvement and communication is needed during the duration of this project. This task order includes sampling and analysis for additional drinking water wells, reporting, the installation of POET systems, and public outreach.

Total PFAS concentrations in ACK-11 and in private water wells along Nobadeer Way and Evergreen way were detected at concentrations greater than 100 nanograms per liter (ng/L), exceeding the Massachusetts Contingency Plan (MCP) Method 1 GW-1 Standard of 20 ng/L. As required by MassDEP in their July 1, 2020 letter to ACK, bottled water must be provided to all residents that are located within 500 ft of a documented detection of PFAS exceeding the MCP GW-1 standard until the residential wells can be sampled to confirm their water is safe for consumption. Additional private water wells were identified within the study area that require sampling. Residences with existing town water will not be sampled.

This scope includes work that is required to maintain compliance with environmental reporting requirements in accordance with the MCP and as required by the Massachusetts Department of Environmental Protection (MassDEP).

Section A. – Services

McFarland-Johnson, Inc. (CONSULTANT) will provide the following services in accordance with the Agreement for Professional Services referenced in this Task Order and within the hours included in the attached Summary of Fees (Exhibit A).

A.1. CONSULTANT's services shall be broken down into the following subtasks:

- Task 1 POET System Site Eval, Design, Installation, and Monitoring
- Task 2 Emergency POET System Waiver Support
- Task 3 Drinking Water Testing and Bottled Water
- Task 4 Homeowner Communication and Access Agreements

1. Task 1 POET System Site Eval, Design, Installation, and Monitoring

All POET Systems are anticipated to be completed under an emergency Division of Capital Asset Management and Maintenance (DCAMM) waiver; therefore, all work associated with this task is included under Task 2 below.

2. Task 2 Emergency POET System Waiver Support, Site Eval, Design, Installation and Monitoring

WESTON will design, procure, and hire a Massachusetts-licensed plumber to install the POET systems. Currently, three POET systems are known to be required under this task and up to seven additional systems are included in this budget. It is possible that as the research area expands, additional systems may also be required under a waiver; however, these systems are not included in this task order. Monitoring is included for up to 8 months of time for each of the POET systems. The CONSULTANT understands that if town water is supplied to the residences, then POET systems will not be required. The CONSULTANT will assist the SPONSOR in evaluating town water hook up to residences in the study area.

Weston's scope and assumptions are included in Exhibit B.

3. Task 3 Drinking Water Testing, Bottled Water, and Reporting

Based on the analytical results received to date, approximately 22 additional residential water wells may require sampling in the study area. Additional bottled water is assumed for 20 properties identified as within 500 feet of the PFAS exceedances detected in well water samples from Nobadeer Way and Evergreen Way and/or monitoring well ACK-11. Costs are included for providing bottled water through June 30, 2021. Bottled water will not be provided to the residences with existing town water. In addition, bottled water delivery will cease once the residence is connected to town water.

Weston's scope and assumptions are included in Exhibit B.

4. Task 4 Homeowner Communication and Access Agreements

The CONSULTANT will assist the SPONSOR in additional public involvement activities to support this effort. The following subtasks will be undertaken by CONSULTANT:

- 4.1 Prior to sample collection, Weston will provide access agreements and questionnaires for all seven residences. Sampling will only occur if executed access agreements are received from the well owner.
- 4.2 The CONSULTANT will post relevant documents to the project website. Weston will update the Administrative Record appropriately.
- 4.3 The homeowners will be notified verbally and electronically of the analytical sampling results. Results will be depicted on appropriate maps and also added to the website.
- 4.4 The CONSULTANT and Weston will attend three virtual meetings.

Weston's scope and assumptions are included in Exhibit B.

A.2. In conjunction with the performance of the foregoing SERVICES, CONSULTANT shall provide the following submittals/deliverables (documents) to SPONSOR:

1. Detailed Task Order, Scope of Work and Fee Summary spreadsheet (in MS Word, MS Excel and PDF format – no hard copies will be provided).
2. Bid Documents for POET Systems.
3. Copies of all submissions to the MassDEP.
4. Copies of access agreements for each property where testing occurs.
5. Test results from well testing.
6. Relevant communication records.

Section B. – Schedule

- B.1. CONSULTANT shall perform the SERVICES and deliver the related documents (if any) according to the following schedule:

All tasks listed in this agreement are anticipated to continue until the residences are connected to Town water or by June 30, 2021, whichever occurs first.

Weston's complete schedule is included in Exhibit B.

Section C. – Subconsultants

The following describes the scope, schedule and budget allocated to subcontractors and subconsultants used in performance of this Task Order.

1. Weston Solutions scope of work is provided in Exhibit B. Weston Solutions will

complete the tasks in accordance with the schedule listed above and in their attached scope.

Section D. – SPONSOR’s Responsibilities

The SPONSOR shall perform and/or provide the following in a timely manner. Unless otherwise provided in this Task Order, the SPONSOR shall bear all costs incident to compliance with the following:

1. Provide data and requested technical reports and airport specific historical information.
2. Provide landowner information as relevant.

Section E. – Assumptions

Draft documents will be submitted to the CONSULTANT for review by Weston prior to Airport review. The preparation of final documents will incorporate Airport comments for submittal to MassDEP via their electronic filing system (eDEP). Assumes one round of comments before finalization.

Additional assumptions for the Weston tasks listed above are located in Exhibit B.

Weston Solutions will provide LSP support and technical information.

EXHIBIT A
CONSULTANTS SUMMARY OF FEES

Appendix 'A' Summary of Fees

Task Order No. MJ-PN-04

Nantucket Memorial Airport
Nantucket, MA

Professional Services For
Nobadeer Way Study Area

September 3, 2020

DESIGN AND BIDDING

TASK	DESCRIPTION	MJ HOURS	MJ FEE	Weston FEE	TOTAL FEE
1.0	POET Site Eval, Design, Installation and Monitoring	-	-	-	\$ -
2.0	Emergency POET Systems Waiver Support	106	\$ 15,808.25	\$ 301,488.00	\$ 317,296.25
3.0	Drinking Water Testing, Bottled Water and Reporting	54	\$ 9,849.73	\$ 163,815.00	\$ 173,664.73
4.0	Homeowner Communication and Access Agreements	84	\$ 13,293.98	\$ 21,488.00	\$ 34,781.98
	Total	244	\$ 38,951.96	\$ 486,791.00	\$ 525,743.00

FEE SCHEDULE
 Task Order No. MJ-PN-04
 Professional Services For
 Nobadeer Way Study Area
 Nantucket Memorial Airport

September 3, 2020

Sub Task	Description	Project Principal	Sr. Project Manager	Reg. Envir. Director	Environmental Scientist	Asst. Engineer	Jr. Engineer	Sr. Technician	Admin. Profess.	Subtotals	
		0	0	0	0	0	0	0	0	0	
	Total Hours	\$ 70.06	\$ 71.10	\$ 65.00	\$ 44.00	\$ 35.30	\$ -	\$ -	\$ 21.00	\$ -	
	Hourly Rate	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	Direct Cost	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
POET Site Eval. Design, Installation and Monitoring											
		Weston									
	TOTAL SUBCONSULTANTS	\$ -									\$ -
	Travel/Mileage/Rental Car/Gasoline										\$ -
	Hotel/per diem										\$ -
	Printing/Postage/Miscellaneous										\$ -
	TOTAL EXPENSES										\$ -
	TOTAL DIRECT LABOR COST										\$ -
	OVERHEAD @ 180.15%										\$ -
	TOTAL LABOR COST										\$ -
	FEE @ 10%										\$ -
	SUBTOTAL										\$ -
	TOTAL EXPENSES										\$ -
	TOTAL OUTSIDE SERVICES										\$ -
	TOTAL TASK										\$ -

Consultant's Fee Proposal

FEE SCHEDULE

Task Order No. MJ-PN-04

Professional Services For
 Nobadeer Way Study Area
 Nantucket Memorial Airport

September 3, 2020

Sub Task	Description	Project Principal	Sr. Project Manager	Reg. Envir. Director	Sr. Environmental Scientist	Environmental Scientist	Jr. Engineer	Sr. Technician	Admin. Profess.	Subtotals																											
3.1	Document Review			8		16			2	26																											
3.2	Meetings/Correspondence		4	8		16				28																											
	Total Hours	0	4	16	0	32	0	0	2	54																											
	Hourly Rate	\$ 70.06	\$ 71.10	\$ 65.00	\$ 53.96	\$ 44.00	\$ -	\$ -	\$ 21.00																												
	Direct Cost	\$ -	\$ 284.40	\$ 1,040.00	\$ -	\$ 1,408.00	\$ -	\$ -	\$ 42.00	\$ 2,774.40																											
<table border="0" style="width: 100%;"> <tr> <td style="width: 50%;"></td> <td style="width: 50%; text-align: right;">TOTAL HOURS</td> <td style="text-align: right;">54</td> </tr> <tr> <td></td> <td style="text-align: right;">TOTAL DIRECT LABOR COST</td> <td style="text-align: right;">\$ 2,774.40</td> </tr> <tr> <td></td> <td style="text-align: right;">OVERHEAD @ 180.15%</td> <td style="text-align: right;">\$ 4,998.08</td> </tr> <tr> <td></td> <td style="text-align: right;">TOTAL LABOR COST</td> <td style="text-align: right;">\$ 7,772.48</td> </tr> <tr> <td></td> <td style="text-align: right;">FEE @ 10%</td> <td style="text-align: right;">\$ 777.25</td> </tr> <tr> <td></td> <td style="text-align: right;">SUBTOTAL</td> <td style="text-align: right;">\$ 8,549.73</td> </tr> <tr> <td></td> <td style="text-align: right;">TOTAL EXPENSES</td> <td style="text-align: right;">\$ 1,300.00</td> </tr> <tr> <td></td> <td style="text-align: right;">TOTAL OUTSIDE SERVICES</td> <td style="text-align: right;">\$ 163,815.00</td> </tr> <tr> <td></td> <td style="text-align: right;">TOTAL TASK</td> <td style="text-align: right;">\$ 173,664.73</td> </tr> </table>												TOTAL HOURS	54		TOTAL DIRECT LABOR COST	\$ 2,774.40		OVERHEAD @ 180.15%	\$ 4,998.08		TOTAL LABOR COST	\$ 7,772.48		FEE @ 10%	\$ 777.25		SUBTOTAL	\$ 8,549.73		TOTAL EXPENSES	\$ 1,300.00		TOTAL OUTSIDE SERVICES	\$ 163,815.00		TOTAL TASK	\$ 173,664.73
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	TOTAL OUTSIDE SERVICES	\$ 163,815.00																																			
	TOTAL TASK	\$ 173,664.73																																			
	Travel/Mileage/Rental Car/Gasoline			\$ 600.00																																	
	Hotel/per diem			\$ 700.00																																	
	Printing/Postage/Miscellaneous			\$ 1,300.00																																	
	TOTAL EXPENSES																																				

Consultant's Fee Proposal

FEE SCHEDULE
 Task Order No. MJ-PN-04
 Professional Services For
 Nobadeer Way Study Area
 Nantucket Memorial Airport

September 3, 2020

Homeowner Communication and Access Agreements											
Sub Task	Description	Project Principal	Sr. Project Manager	Reg. Envir. Director	Sr. Environmental Planner	Environmental Scientist	Jr. Engineer	Sr. Technician	Admin. Profess.	Subtotals	
4.1	Access Agreements		8	2						10	
4.2	Meetings		8	8		12			16	44	
4.3	Website/Electronic Media Support			2	16				12	30	
	Total Hours	0	16	12	16	12	0	0	28	84	
	Hourly Rate	\$ 70.06	\$ 71.10	\$ 65.00	\$ 52.64	\$ 44.00	\$ -	\$ -	\$ 21.00		
	Direct Cost	\$ -	\$ 1,137.60	\$ 780.00	\$ 842.24	\$ 528.00	\$ -	\$ -	\$ 588.00	\$ 3,875.84	
		Weston Solutions		\$ 21,488.00							84
		TOTAL SUBCONSULTANTS		\$ 21,488.00							TOTAL DIRECT LABOR COST \$ 3,875.84
		Travel/Mileage/Rental Car/Gasoline		\$ 600.00							OVERHEAD @ 180.15% \$ 6,982.33
		Hotel/per diem		\$ 500.00							TOTAL LABOR COST \$ 10,858.17
		Printing/Postage/Miscellaneous		\$ 250.00							FEE @ 10% \$ 1,085.82
		TOTAL EXPENSES		\$ 1,350.00							SUBTOTAL \$ 11,943.98
		TOTAL EXPENSES		\$ 1,350.00							TOTAL EXPENSES \$ 1,350.00
		TOTAL OUTSIDE SERVICES		\$ 21,488.00							TOTAL OUTSIDE SERVICES \$ 21,488.00
		TOTAL TASK		\$ 34,781.98							TOTAL TASK \$ 34,781.98

EXHIBIT B

SUBCONSULTANTS SCOPE OF WORK AND FEES



Weston Solutions, Inc.
43 N. Main Street
Concord, New Hampshire 03301
603-656-5400 • Fax 656-5401
www.westonsolutions.com



3 September 2020
Transmitted by email

Ms. Georgie Nugent
McFarland-Johnson, Inc.
60 Railroad Place, Suite 402
Saratoga Springs, NY 12866

Re: Scope of Services and Cost Estimate for Phase 1 PFAS Consulting Services
Task Order No. 2 – Nobadeer Way Study Area
Nantucket Memorial Airport, Nantucket, Massachusetts

Weston Solutions, Inc. (WESTON®) has prepared this scope of services and budgetary cost estimate for McFarland & Johnson, Inc. (MJ) to provide the Nantucket Memorial Airport (ACK) with additional environmental consulting services. This scope of services supplements our ongoing consulting work, referred to as the Phase 1 PFAS consulting and mitigation services.

WESTON's ongoing consulting services pertain to assessment, investigation, and mitigation of contamination resulting from the detection of per- and polyfluoroalkyl substances (PFAS) in area groundwater and drinking water supply wells. The scope of services presented in this letter pertain to PFAS contamination in the vicinity of monitoring well ACK-11, located in the northwest portion of the Airport and will generally be completed before June 30, 2021, or as further noted in each task description. This scope includes work that is required to maintain compliance with environmental reporting requirements in accordance with the Massachusetts Contingency Plan (MCP) and as required by the Massachusetts Department of Environmental Protection (MassDEP).

The Task Order No. 2 (MJ PN-04 and 18691.05) activities are described below along with technical and cost assumptions pertaining to the scope of each task.

NOBADEER WAY AREA DRINKING WATER STUDY

Concurrent to the current scope of work (MJ PN-01 and 18691.01) evaluating water quality conditions west of the Airport, WESTON began an assessment of potential PFAS concentrations in area drinking water wells within 500 feet (ft) of monitoring well ACK-11 that is located in the northwest portion of the Airport. The results of a groundwater sample collected from ACK-11 in February 2020 showed a total PFAS concentration of greater than 100 nanograms per liter (ng/L), exceeding the MCP Method 1 GW-1 Standard of 20 ng/L. As required by MassDEP in their July 1, 2020 letter to ACK, bottled water must be provided to all residents that are located within 500 ft of a documented detection of PFAS exceeding the MCP GW-1 standard until the residential wells can be sampled to confirm their water is safe for consumption.

WESTON identified six residences located on Nobadeer Way that are within approximately 500 ft of monitoring well ACK-11. These residences are confirmed to have access to Town water, but are currently on individual wells and are therefore presumed to be using groundwater for potable use. To-date, access agreements have been obtained from the owners of three of the six Nobadeer Way properties. An additional residence on Evergreen Way (just south of Nobadeer Way) is not



within 500 ft of ACK-11, but was identified as using groundwater for potable water despite having access to Town water and was, therefore, included in this study.

Drinking water samples have been collected from the three residences on Nobadeer Way and the one residence on Evergreen Way where access agreements were obtained. The analytical results for those samples identified PFAS in the drinking water at concentrations above the MassDEP 20 ng/L drinking water standard in two homes on Nobadeer Way (#11 and #12) and one on Evergreen Way (#1). Efforts to obtain access agreements with the remaining three residences on Nobadeer Way are ongoing.

As a result of these recent results, sampling of additional properties in the Nobadeer Way and Evergreen Way area is required and may include as many as 22 properties (including the three properties initially identified within 500 ft of ACK-11 that still need access agreements). It is believed that some of the 22 properties may be connected to Town water and, therefore, will not need to be tested; however, in the absence of that data, costs are included for all locations. A desktop review of publically-available information, as well as input from the Town and Wannacomet Water, will be conducted as part of this task in an effort to determine which properties are not serviced by municipal water and will require testing. Labor for this desktop review is included in Task 1.

The assessment may include the following activities, although site evaluations and point-of-entry treatment (POET) design/installation/monitoring would only be performed if the results of the drinking water samples exceed the MCP Method 1 GW-1 standard of 20 ng/L and a POET system is preferred over connection to Wannacomet Water:

1. Obtain access agreements and completed water use questionnaires
2. Collect drinking water samples
3. Report results to residents and MassDEP
4. Provide bottled water
5. Complete site evaluations of ten residence
6. Design/install POET systems
7. Monthly monitoring of POET systems
8. Project Management

Additional details regarding each of these activities are provided below.

TASK 1 POET SITE EVALUATION, DESIGN, INSTALLATION, AND MONITORING

All POET systems are anticipated to be completed under an emergency Division of Capital Asset Management and Maintenance (DCAMM) waiver. As such, this work is expected to be completed under Task 2 and is described in detail below.

TASK 2 EMERGENCY POET SYSTEMS WAIVER SUPPORT

Should connection to Wannacomet Water not be selected to mitigate the risk at these locations, fast tracking of POET system installations will be needed as the procurement laws that ACK are



subject to delay timely system installations. This will be facilitated by ACK preparing a DCAMM waiver. To accomplish this, WESTON will design, procure, and hire a Massachusetts-licensed plumber to install the POET systems. Currently, three POET systems are known to be required under this task and up to seven additional systems are included in this budget. It is possible that as the research area expands, additional systems may also be required under a waiver. These would be included on subsequent change orders. We have included the following assumptions to perform these POET system installations:

- Three currently known systems will be installed during one mobilization, over a 3-day period in one mobilization with oversight by a WESTON engineer. Any additional time needed to complete the installations due to site-specific conditions will require a change order.
- It is anticipated that up to seven additional systems may be needed on Nobadeer Way, Miller Lane, Daffodil Lane, and Evergreen Way.
- WESTON will procure systems and plumbers separately.
- If required, WESTON's support beyond the ten systems installed under a waiver will require a change order.

Site Evaluations will be completed at residences where PFAS results are greater than 20 ng/L and a POET is required to allow use of the well water. WESTON will visit each residence and perform a site assessment to collect data that would be needed for design, construction, and commissioning of each POET system. The site evaluations will document the following pertinent data:

- Current configuration of the well and plumbing system, water service piping (size, route etc.), expansion tank, dimensions, etc.
- Document the current flow rate from the existing well.
- Document the available space for a POET system and access to the installation area.
- Photograph the existing conditions to facilitate the design process.
- Interview the owner to gain input that could impact the approach to the POET design/location.
- Collect additional well water samples (if needed) to confirm PFAS concentrations or collect other, pertinent water quality criteria (metals, nitrates, alkalinity, bacteria, etc.) to support the POET system design.

POET System Design and Installation: Up to ten POET systems may need to be installed under this task order prior to June 30, 2021. The systems will consist of two vessels plumbed in series filled with either carbon or ion-exchange resin media. Pre-treatment (i.e., whole house sediment filter), flow restrictor, and other appurtenances may be required as determined during the Site Evaluations and will be included in the house-specific design. WESTON will work with Culligan



Water Filtration of New England (Culligan), or a similar firm, to design and install each system. WESTON will oversee the installations and confirm conformance with the design specifications. For costing purposes, we have assumed three mobilizations to oversee the POET installations.

POET System Monitoring: This cost proposal includes 8 months of monitoring (through June 30, 2021) to establish the breakthrough curves and maintenance schedules for the 10 POET systems included in this task.

- Within the first year of installation, samples will be collected monthly to establish a breakthrough curve.
- WESTON will collect samples from sample ports located pre-, mid-, and post-treatment vessel from each system. Quality control samples will include one trip blank, one field blank, and one duplicate per shipping cooler per mobilization. Every effort will be made to sample all POETs in the Nobadeer Way area in the same mobilization, if possible, as the POET sampling for other west side and Madequecham Valley Road POET systems under MJ PN-01. Therefore, mobilizations included here are not inclusive of every anticipated monitoring event.
- Additional funds will be required to continue the monthly monitoring beyond June 30, 2021. Monthly monitoring is required for the first year of POET operation to verify operation and determine the media replacement frequency, which varies based on PFAS concentration and water usage.
- After the first year, the monitoring frequency will be determined based on the breakthrough curve, but is anticipated to be quarterly.
- Performance monitoring samples will be collected in duplicate with the duplicate sample held for analysis only if required.
- No residences in this area are expected to be seasonal.

TASK 3 DRINKING WATER TESTING, BOTTLED WATER, AND REPORTING

As mentioned above, as many as 22 additional residential wells may require testing and bottled water based on the sampling results received to date. The exact number of wells to be sampled will be determined once all results have been received and it can be determined which homes, if any, are connected to municipal water. Budget for initial sampling at all wells is included in this task and it is assumed that this effort will be combined with other drinking water sampling and therefore, some of the mobilization and other costs are captured elsewhere. Up to ten residences are anticipated to have results greater than non-detect and less than 20 ng/L and require quarterly sampling. Remaining residences are anticipated to have no PFAS detected.

Drinking Water Samples: Samples will be collected by performing a brief purge of water from the water supply well via an unfiltered inside tap or exterior water spigot. If the water supply well is treated by any kind of filtration system (water softener, whole-house cartridge filter, etc.), samples will be collected at a location prior to any filters. Initial samples will be collected in



duplicate with the duplicate sample held for analysis only if required. Quality control samples will include one trip blank, one field blank, and one duplicate per shipping cooler per mobilization. Multiple mobilizations may be needed depending on when access agreements can be obtained from all property owners. For the purposes of this cost proposal, we have assumed that the initial sampling can be completed in three mobilizations. Ongoing monitoring of wells with detections less than 20 ng/L is included in this work scope.

Drinking water samples will be collected into the appropriate, pre-preserved (as appropriate), laboratory-provided containers by a trained WESTON sampling technician, packed in an ice-filled cooler with a trip blank and temperature blank, and submitted under standard chain-of-custody procedures to Eurofins Lancaster Laboratory Environmental, an accredited MassDEP laboratory, where they will be analyzed for PFAS using the U.S. Environmental Protection Agency Method 537 Version 1.1.

Reporting: Upon receipt of the final report from the laboratory containing the sample results, WESTON will immediately contact each homeowner and inform them of their results if greater than 20 ng/L and provide them with bottled water, if not already provided. Within 30 days of receipt of the laboratory report, WESTON will follow up with a formal letter that explains their results and provide contact information if they should have any questions. MassDEP will be notified of results greater than 20 ng/L within 2 hours of ACK's receipt of the data as required by the MCP. All analytical results will be included in the next Immediate Response Action Status Report (included in MJ PN-01).

Provision of Bottled Water: Currently, homes receiving bottled water include those that WESTON has made contact with and are located within 500 ft of monitoring well ACK-11 due to the detection of PFAS at concentrations exceeding the MCP Method 1 GW-1 standard in that well. Additional bottled water is included for 20 additional properties identified as within 500 ft of the exceedances on Nobadeer Way and Evergreen Way. Bottled water will continue to be provided until analytical results from each individual residential well confirm that a) PFAS is not present above laboratory reporting limits, b) a POET system is installed and confirmed to be working properly, or c) the resident declines bottled water. Costs are included for providing bottled water through June 30, 2021.

TASK 4 HOMEOWNER COMMUNICATION AND ACCESS AGREEMENTS

Community outreach is expected to include continuing and ongoing correspondences with residents, and assisting MJI with organizing and disseminating the results of the ongoing assessments to the general public. This is anticipated to include multiple public information meetings that would be held where the public can interact with the researchers to ask questions, preparation of graphics to be presented on the public information website, etc., participation on Airport Commission meetings, etc. It is also anticipated that these meetings would be held virtually. WESTON also intends to continue to provide public interfacing established to coordinate sampling and routine maintenance with residents.

We have included the following assumptions with regard to community outreach:

- Three virtual public meetings will be attended by WESTON.

- MJI will prepare applicable materials including figures, tables, slides, etc.
- WESTON Licensed Site Professional (LSP) and Senior PFAS Lead will attend.
- Virtual preparatory meetings will be held and attended.

Access Agreements: Access Agreements are required for all residences before the water supply samples can be collected. WESTON will use multiple sources of information to obtain current property owner contact information, including town tax records and available online resources. Additionally, WESTON will mail access information packages to each home via certified mail and visit each residence when in the area to make direct contact with the residents and hand-deliver copies of the package.

The following technical and cost assumptions apply to this task order.

Assumptions	Description
Schedule	This work began in July 2020 and is expected to continue until residences are connected to Town water or by 6/30/2021 , whichever occurs first.
Lab Turn-around Time (TAT)	Standard TAT (2 weeks) for analysis of samples.
Drinking Water Samples	<p>Up to 22 drinking water samples will be collected from 22 separate locations to complete an initial assessment of PFAS impacts. One duplicate, one field blank, and one trip blank will be collected per shipping cooler per mobilization. It is assumed that all samples can be collected in no more than three mobilizations.</p> <ul style="list-style-type: none"> – Residences without treatment whose results are greater than non-detect and less than 20 ng/L will be sampled quarterly. Up to ten are anticipated. – Residences with POET systems will be sampled monthly for the first year. – All residences are occupied year round (not seasonal). – Sampling will be combined with Madequecham Valley Road and west side sampling. Therefore, mobilization costs are not included for every anticipated monitoring event.
Bottled Water	<ul style="list-style-type: none"> – All homes with confirmed PFAS detections at concentrations below 20 ng/L will receive a water cooler. For budgetary purposes, it is assumed that 20 residences will require bottled water for up to 8 months. – Water coolers are rented on a full time basis through June 2021. – An average of six people per residence and 90 gallons per residence is used as the basis of the cost estimate. – Contingency for provision of cases of 3-liter bottles of water have been included for those residences who are within 500 ft of a location with confirmed PFAS exceedances, but whose data is not yet available or for whom a water cooler has not yet arrived to the island.
Site Evaluations	No more than two mobilizations (separate from drinking water sampling) will be required to complete the site evaluations. Groundwater samples, if collected, may be analyzed for total calcium, hardness, iron, magnesium, manganese, and sodium; chloride; fluoride; nitrate/nitrite; pH; radon; sulfate; total organic carbon; total coliform and e-coli; total alkalinity; and total dissolved solids.
DCAMM Waiver	The DCAMM waiver will be prepared and submitted by others. It is assumed that up to ten additional POET systems will be required under the waiver process.



Assumptions	Description
POET Installation	Standard granular activated carbon system designs are anticipated and include 2-14-inch-diameter, 65 inch tall vessels plumbed in series. No intrusive (i.e., crawl space digging) activities are included in the scope and the space is not considered a confined space. No structural assessments are required. One full day is expected per system installation. System procurement and installation can be completed by separate subcontractor. Assumes flow totalizers included in system price and not purchase by WESTON.
Mobilizations	Up to three mobilizations are budgeted for drinking water sampling. Up to two mobilizations are included for site evaluations. Up to three mobilization are included for POET installation oversight.
Investigation Derived Waste	Personal protective equipment and other investigation-derived-wastes (IDW) will be disposed as municipal solid waste in Airport trash containers.

Project Management, Scope, and Cost Exclusions

Project Management: Senior WESTON personnel will manage all field, analytical, design, and reporting activities involved in this project. All technical aspects of the project will be performed in accordance with WESTON’s Standard Operating Procedures, and each phase of the project will be directed by the WESTON Project Manager (PM) and LSP. The PM and/or LSP will be responsible for providing routine updates to MJI, ACK, and MassDEP, as appropriate, regarding the status of the Site, field activities, scheduling, and budget. Applicable project deliverables will be prepared in accordance with electronic data submittal requirements and uploaded to eDEP with the associated Bureau of Waste Site Cleanup form signed and stamped by the LSP. The labor for project management has been included in each task above.

WESTON has excluded from the scope of services and budgetary cost estimate the following:

- Costs associated with Phase 1 activities already authorized and underway through 6/30/21.

A cost summary for Phase 1, Task Order No. 2 Scope of Work is attached. WESTON prepared the budgetary cost estimate based on the activities described herein and associated technical and cost assumptions. The estimated costs are intended to forecast likely expenditures and may vary or be revised, as scope and quantities are further defined. This work will be performed under the terms and conditions of the existing contract between WESTON and MJI identified as Task Order Authorization No. MJ-PN-01 PFAS Management and Mitigation Assistance.



Ms. Georgie Nugent
McFarland-Johnson, Inc.

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Please contact me at (603) 656-5457 if you have any questions or require additional information.

Sincerely,

WESTON SOLUTIONS, INC.

A handwritten signature in black ink that reads "Lisa Kammer". The signature is written in a cursive, flowing style.

Ms. Lisa Kammer, PG
Senior PFAS Leader

LLK:jjj

ATT: Attachment 1 – Cost Summary Phase 1, Task Order No. 02

cc: J. Soukup, PG, LSP; T. Walles; D. Kane, PG - WESTON

Phase 1 Task Order No. 02 Budgetary Allocation Summary Nobadeer Way Groundwater Assessment
 MJ PN-04, MJ Proj. No. 18691.05

Nobadeer Way Area Drinking Water Study					
Task #	Task Description	Labor	Expenses	Subs	Task Total
1	POET Site Evaluation, Design, Installation, and Monitoring	\$ -	\$ -	\$ -	\$ -
2	Emergency POET System Waiver Support	\$ 69,270	\$ 16,676	\$ 215,541	\$ 301,488
3	Drinking Water Testing, Bottled Water, and Reporting	\$ 52,299	\$ 8,310	\$ 103,206	\$ 163,815
4	Homeowner Communication and Access Agreements	\$ 21,488	\$ -	\$ -	\$ 21,488
Phase 1 Task Order 02 Total					\$ 486,791

LABOR AND FEE BREAKDOWN

Task	Contractor	Description	Overall Breakdown		
			Units	Type	Totals
1 POET Site Evaluation, Design, Installation, and Monitoring					
	ENG.				
			Total Eng Hrs		0
	ODC.				
			Total Expenses		\$0.00
	LAB.				
	SUB.				
			Total Subcontracted Costs		\$0.00
2 Emergency POET Systems Waiver Support					
	ENG.	Junior Level (Eng)	324	Hour	
		Mid Level (Eng)	362	Hour	
		Project Manager/PFAS Lead	40	Hour	
		Subcontracts Administrator	10	Hour	
			Total Eng Hrs		736
	ODC.	Supplies			\$825.00
		Externals			
		Sediment Filters			\$280.00
		Hotel			\$5,376.00
		Steamship Authority Ferry			\$2,240.00
		Hy-Line Ferry			\$772.80
		Hy-Line Parking			\$537.60
		Gas			\$403.20
		Per Diem (M&I)			\$1,824.00
		Mileage			\$1,962.72
		Rental Car			\$2,347.52
		Cab Fare			\$107.52
			Total Expenses		\$16,676.36
	LAB.	Subcontracted Services			
		PFAS 537M w/Isotope Dilution			\$87,615.00
		Water Quality Parameters			\$9,206.40
	SUB.	Subcontracted Services - Plumbing*			
		System Installation - Standard			\$41,440.00
		(*Estimates & including Prevailing Wage Law)			
		Subcontracted Services - Systems**			\$77,280.00
		(**Estimates based on previous systems)			
			Total Subcontracted Costs		\$215,541.40

LABOR AND FEE BREAKDOWN

Task	Contractor	Description	Overall Breakdown		
			Units	Type	Totals
3 Drinking Water Testing, Bottled Water, and Reporting					
	ENG.	Junior Level (Eng) Mid Level (Eng) Project Manager/PFAS Lead Subcontracts Administrator	84 68 52 6	Hour Hour Hour Hour	
	Total Eng Hrs				210
	ODC.	Internal Supplies External Supplies Hy-Line Ferry Hy-Line Parking Gas Per Diem (M&I) Mileage Rental Car Cab Fare			\$600.00 \$618.24 \$179.20 \$302.40 \$1,216.00 \$2,616.96 \$2,347.52 \$430.08
Total Expenses				\$8,310.40	
	LAB.	Subcontracted Services PFAS 537M w/Isotope Dilution			\$19,597.50
Total Subcontracted Costs				\$19,597.50	
Reporting					
	ENG.	Junior Level (Eng) Mid Level (Eng) LSP PFAS Lead Admin	75 40 12 24 72	Hour Hour Hour Hour Hour	
Total Eng Hrs					223
Provision of Bottled Water					
	ENG.	Mid Level (Eng) Project Manager	52 18	Hour Hour	
Total Eng Hrs					70
	SUB. (assume 11 months in period of performance)	Subcontracted Services Water Coolers (seasonal rentals) 5-gallon jugs water Cleaning fee Delivery Charges (10 Hours per Month)			\$2,408.00 \$37,255.68 \$392.00 \$3,024.00
	SUB. (assume 11 months in period of performance)	Subcontracted Services Water Coolers (seasonal rentals) 5-gallon jugs water Delivery Charges (Per House/Per Month) Cases of 3 liter jugs (6 each)			\$2,128.00 \$35,481.60 \$560.00 \$2,358.72
Total Subcontracted Costs					\$83,608.00
4 Homeowner Communication and Access Agreements					
	ENG.	Mid Level (Eng) PFAS Lead LSP Senior Level (Designer)	16 60 24 52	Hour Hour Hour Hour	
Total Eng Hrs					152

Approval Date _____
MJ Project # **18706.01**
Contract # _____
PO# _____
Vendor # _____

**TASK ORDER
AUTHORIZATION
NO. MJ-EN-01**

PROJECT: Water Line Extension Design, Permitting and Bid Documents

Nantucket Memorial Airport

DATE OF ISSUANCE: September 8, 2020

PROJECT DESCRIPTION: The items of work to be accomplished under this Task Order include the following and are further described on the attached Scope of Work (22 page(s)):

The CONSULTANT will provide the required professional services to provide water line design and permitting services and bid documents for the Nantucket Memorial Airport in Nantucket, Massachusetts, within the hours listed in the attached fee proposal. The consultant's work shall be undertaken in accordance with the attached Scope of Work.

METHOD OF COMPENSATION:

Not to exceed fee based on Actual Cost Plus Fixed Fee. See attached detail contained in the Scope of Work and Fee Proposal.

AMOUNT OF COMPENSATION:

The maximum amount to be paid to the CONSULTANT by the SPONSOR under this entire Task Order shall be Two Hundred Sixty-Eight Thousand, Three Hundred Three Dollars (\$268,303) unless this Task Order is amended in writing and agreed to by the SPONSOR and CONSULTANT.

The Agreement Between the Town of Nantucket and McFarland-Johnson, Inc. for Airport On-Call Engineering & Architectural Services for Multiple Projects dated June 9, 2020, shall govern all TASK ORDERS executed under this Assignment, unless modified in writing and agreed to by SPONSOR and CONSULTANT.

ACCEPTED:

By: _____

James M. Festa, P.E., CEO
McFarland-Johnson, Inc.

APPROVED:

Town of Nantucket
Nantucket Memorial Airport Commission

By: _____

Name: _____

Title: _____

By: _____

Name: _____

Title: _____

By: _____

Name: _____

Title: _____

APPROVED AS TO FUNDS AVAILABLE

by _____

Brian E. Turbitt, Director of Municipal Finance or
Bob Dickinson, Assistant Town Accountant

Funding Source: _____

Massachusetts Department of Transportation (MassDOT) Aeronautics Division

Contract Approval

The MassDOT Aeronautics Division, on this _____ day of _____, 20____, hereby approves Task Order MJ-EN-01 between the Nantucket Memorial Airport and McFarland-Johnson, Inc. for the Engineering Services in connection with:

Water Line Extension Design, Permitting, and Bid Documents

Nantucket Memorial Airport
Nantucket, Massachusetts

This Approval is granted in accordance with Section 51K, Chapter 90 of the General Laws of Massachusetts, as amended, and in no way makes the MassDOT Aeronautics Division a party to the Contractor and in no way interferes with the rights of either of the principals here above, and is not to be considered as a commitment of funding unless a grant is issued by MassDOT Aeronautics Division.

Dr. Jeffrey DeCarlo, Ed.D., PMP, ATP, Administrator
MassDOT Aeronautics Division

September 2, 2020

**Nantucket Memorial Airport
Scope of Work**

Task Order No.: MJ-EN-01

Water Line Extension Design, Permitting, and Bid Documents

Introduction

Nantucket Memorial Airport (SPONSOR) has been issued a Notice of Responsibility (NOR)/ Request for Immediate Response Action Plan (IRA) from the Mass DEP dated April 28, 2020 regarding potential per- and polyfluoroalkyl substances (PFAS) releases and contamination of offsite drinking water wells (Release Tracking Number 4-28219). The SPONSOR has engaged Weston Solutions to complete the IRA Plan (dated April 29, 2020), conduct groundwater and drinking water sampling and analysis, and design and install Point of Entry Treatment (POET) Systems. Downgradient drinking water wells have been contaminated with PFAS. In addition, cross gradient drinking water wells are currently being sampled and additional sampling is required. Continued community public involvement and communication is needed during the duration of this project.

Based on the new information, agency requirements, and long-term solutions, the SPONSOR has requested that McFarland-Johnson, Inc. (CONSULTANT) provide design, permitting, and bid documents for the extension of the water line owned by Wannacomet Water Company. The CONSULTANT shall design an extension of the existing water system from approximately the intersection of Evergreen Way and Monohansett Road southwesterly along Monohansett Road to provide domestic water for homes adjacent to the Airport and which will continue across the Airport to provide domestic water for homes along Madequecham Valley Road (MVR). The proposed water line is approximately 10,000 linear feet (LF) or 1.9 miles in length.

Section A. – Services

McFarland-Johnson, Inc. (CONSULTANT) will provide the following services in accordance with the Agreement for Professional Services referenced in this Task Order and within the hours included in the attached Summary of Fees (Exhibit A).

A.1. CONSULTANT's services shall be broken down into the following subtasks:

- Task 1 Design Services
- Task 2 Local, State, and Federal Permitting
- Task 3 Bid Documents
- Task 4 Public Involvement and Communications

Task Order No.: MJ-EN-01

1. Task 1 Design Services

The CONSULTANT shall design an extension of the existing water system from approximately the intersection of Evergreen Way and Monohansett Road southwesterly along Monohansett Road to provide domestic water for homes adjacent to the Airport and which will continue across the Airport to provide domestic water for homes along Madequecham Valley Road (MVR).

Subtasks to complete this task are as follows:

- 1.1 The CONSULTANT shall prepare a draft Scope of Work (SOW) and Fee proposal for review of the SPONSOR. After review by the SPONSOR, the CONSULTANT will revise the SOW and Fee and prepare a Task Order for signature by the Commission.
- 1.2 The CONSULTANT's survey subconsultant will research the existing R.O.W. along Madequecham Valley Road to determine the legal street layout compared with the current road to evaluate the layout of the proposed watermain and determine the need for temporary and permanent easements.
- 1.3 The CONSULTANT will develop a base plan consisting of GIS information supplied by the SPONSOR along with other GIS information readily available through public access. This information will be supplemented by topographic survey of visible features performed by Wannacomet Water Company.
- 1.4 The CONSULTANT will coordinate with MEPA, FAA, and Nantucket Conservation Commission to evaluate and obtain necessary local, state, and federal permits. The CONSULTANT is reviewing the Emergency provisions of the Massachusetts Wetland Protection Act to assist the Airport in applying for this provision. The CONSULTANT is also researching segmentation clauses and preparing documentation on the Airport's behalf to justify segmenting this project from the remainder of the projects in the current EA/EIS project
- 1.5 The CONSULTANT will assist the Airport in preparing exhibits or updates to the Airport ALP or Exhibit A Property Map as required to support easement descriptions or legal agreements between the Airport and Wannacomet Water Company.
- 1.6 The CONSULTANT will develop conceptual designs for a water main installation using traditional cut and cover water main installation and for a water main installation using a combination of the traditional cut and cover methodology along with trenchless technologies. The two designs will be compared based on layout, cost, impacts to environmental and cultural resources, construction duration, and long-term maintenance requirements. The CONSULTANT will provide the SPONSOR with a recommended alternative. Based on feedback from the SPONSOR and Wannacomet Water Company, final design plans will be developed for the selected alternative. The CONSULTANT will

Task Order No.: MJ-EN-01

prepare Construction Safety and Phasing Plans (CSPP) for submission to the FAA for review for construction work performed on Airport Property

- 1.7 The CONSULTANT Will develop final water main and lateral design plans and specifications utilizing details and requirements of the Wannacomet Water Company. Based upon direction from the Water Co., the CONSULTANT will prepare details for individual connections, fire hydrants, and terminal end blow-offs. It is assumed that the selected alternative will utilize a combination of the traditional cut and cover and trenchless technologies.
- 1.8 The CONSULTANT will perform two (2) site visits for data collection and review of unique features and review existing conditions information provided by the Wannacomet Water Company.
- 1.9 The CONSULTANT will prepare quantity estimates and cost opinions.
- 1.10 The CONSULTANT will attend up to two (2) review meetings with Airport and Water company staff.
- 1.11 The CONSULTANT will coordinate with the Town of Nantucket Public Works Department on the location of existing sanitary sewer, street restoration details, and future improvements along Monohansett Road.
- 1.12 The CONSULTANT will conduct coordination efforts with private utility companies. Existing private underground utilities include power, CATV, and telecommunication lines. It is assumed that natural gas is not located within the project area. The CONSULTANT will send plans to the power, CATV and telecommunication companies that they will use to mark the locations of their existing facilities. The CONSULTANT will incorporate this information in the base plan.

2. Task 2 Local, State, and Federal Permitting

The CONSULTANT shall provide the following tasks to complete the permitting process:

- 2.1 The CONSULTANT will review environmental laws and regulations which may apply to the project, potentially including the Massachusetts Environmental Policy Act (MEPA), Massachusetts Endangered Species Act (MESA), National Environmental Policy Act (NEPA), Section 106 of the National Historic Preservation Act, Massachusetts Historical Commission (MHC), Nantucket Wetland Protection By-law, and associated regulations. The CONSULTANT will evaluate whether the proposed water line extension is within the jurisdiction of the regulatory program. The CONSULTANT will evaluate what regulatory mechanisms exist within each program, such as emergency or limited project provisions, for obtaining permits and approvals. The CONSULTANT will coordinate with each regulatory agency, set up and lead conference calls to confirm permit and approval requirements, submittal requirements, and schedule. The CONSULTANT will prepare correspondence as needed to confirm regulatory status. The applicable permits are assumed at this time to include NEPA and

Task Order No.: MJ-EN-01

MESA; a Request for Determination of Applicability may also be required by the Nantucket Conservation Commission under the Nantucket Wetland Protection By-law. This task includes up to ten conference call meetings with agencies.

- 2.2 The CONSULTANT's archeological subconsultant (The Public Archaeology Laboratory, Inc.(PAL)) will review the project limits for sensitivity using a combination of historical aerial photographs and a field walkover. They will conduct an intensive (locational) archeological survey within the project limits. This will involve test pits within sensitive areas. The subconsultant will coordinate with MHC regarding the work and will prepare the required permit application for intensive survey. The goal of the intensive archeological survey is to locate and identify any potentially significant archeological deposits that may be present within the new Project areas that may be impacted. The intensive survey will be designed to collect basic information on the locations and densities of cultural deposits within the project area and to make recommendations regarding the need for additional archeological testing, if necessary. The subconsultant will also prepare a report of findings. PAL will prepare an addendum to their original project area 2019 report. The report will follow the guidelines established by the National Park Service in the *Recovery of Scientific, Prehistoric, Historic, and Archaeological Data* (36 CFR Part 66, Appendix A) and the MHC. PAL's scope and fee are located in Exhibit B.
- 2.3 The CONSULTANT and the CONSULTANT's botanist subconsultant (VHB, Inc.) conducted an initial plant survey on August 31 and September 1, 2020. Several listed species were identified in the project vicinity and mapped via GPS. This data will be used to adjust the water line project limits. The CONSULTANT and subconsultant will conduct additional walking transects throughout the project limits to identify state-listed plant species and to characterize plant communities and habitats, as needed. A botanist and junior staff will survey and collect GPS locations for state or federally listed threatened, endangered, or special concern plant species within the proposed water line alignment. State-listed plant locations will be incorporated into MESA permit applications. No survey will be needed in existing roads, driveways, or lawns. This assumes one additional day in the field to complete the project.
- 2.4 The CONSULTANT will coordinate with the Natural Heritage and Endangered Species Program (NHESP) after completing Task 2.3 to reassess potential project impacts and discuss MESA permitting. Based on a preliminary discussion with the NHESP, the project is not expected to qualify as an emergency project and will require separate MESA review. The CONSULTANT will then submit a MESA Information Request to determine the species that may be present

Task Order No.: MJ-EN-01

within the project work areas. The CONSULTANT will prepare a MESA Project Review Checklist for NHESP review, which includes a description of the existing conditions, a project description, site photographs, and appropriate maps and project plans. The Airport will need to provide a statement/proof that the project applicant is the Record Owner or that the applicant is a person authorized in writing by the Record Owner to submit the MESA filing. Subconsultant VHB, Inc. will review submittals prior to submission to NHESP. This task includes a \$4,000 fee for NHESP MESA Checklist review of a linear project (>1 mile). A review of the MA state GIS on-line mapping indicates the project intersects one designated Priority Habitat area (PH 945). Based on preliminary field studies conducted on August 31 and September 1, the project is not expected to intersect any Priority Habitat species.

It is assumed that, based on the proposed botanical survey work, that the project can be designed to avoid direct impacts to rare species, and therefore that no Conservation and Management Permit will be required.

- 2.5 Based on the August 31 and September 1, 2020 site visits, wetlands are not expected to be impacted during construction; however, the final design has not been complete and final construction limits are still unknown. This task assumes that a formal delineation will be conducted once the new project limits are established. The CONSULTANT will delineate wetlands that are subject to the MA Wetlands Protection Act (WPA) and Nantucket Wetland Protection Bylaw and regulations. The limits of resource areas will be located with a GPS unit or through topographic information, as appropriate. A Wetlands Delineation Report will be prepared based on the data collected during the field delineation. The Wetlands Delineation Report will include a site map imposing the wetland boundaries over a topographic base map of the project area. One electronic version of the report will be sent to the client for review.

If necessary, the CONSULTANT will prepare a Request for Determination of Applicability (RDA) application to confirm the locations of wetland resource areas and to evaluate whether the project is subject to jurisdiction under the WPA or Nantucket Wetland Protection Bylaw and regulations. If an RDA is required, this task would include preparation of application materials, notification to abutters as required by the Nantucket Wetland Protection By-law, one site visit with the Nantucket Conservation Commission or its designated representative, and attendance at one public hearing hosted by the Nantucket Conservation Commission. This task would also include \$560 in fees covering the Town of Nantucket Bylaw fee, reviewer fee, and advertising fee.

Task Order No.: MJ-EN-01

- 2.6 It is assumed the NHESP will approve the project and FAA will be able to process it as a CATEX. The CONSULTANT will prepare a documented CATEX using the SOP 5.1 format and gather basic information regarding existing resources sufficient to document there will be no extraordinary circumstances. Some of this information has been obtained for the CIP EA/EIR project but may need to be extended to include Monohansett Road and Madequecham Valley Road. Documentation regarding rare species, coastal wetland resources, historic resources, important farmland soils, and hazardous materials will be gathered from existing databases, as well as through the work performed under the above subtasks under Task 2 and incorporated into the CATEX document. The CONSULTANT will coordinate with FAA regarding CATEX components.
3. **Task 3 Bid Documents**
- 3.1 The CONSULTANT will develop bid documents, assist the Airport with bidding, prepare for and attend a pre-bid meeting, prepare one addendum, attend the bid opening, review bids and provide a recommendation, and assist the Airport with preparing a contract with the successful bidder.
- 3.2 The CONSULTANT will provide construction administration services such as shop drawing review, pay requisition approval, attendance at weekly project meetings (assume 12 virtual meetings), project coordination, and as-built preparation.
4. **Task 4 Public Involvement and Communications**
- The CONSULTANT will assist the SPONSOR in additional public involvement and communication activities to support the water line design efforts. The following subtasks will be undertaken by CONSULTANT:
- 4.1 The CONSULTANT will prepare for and attend up to one public meeting specific to the Water Line Extension project. This meeting will be hosted by the Airport Commission on Zoom Webinar and live broadcast on YouTube (as per town protocol currently in place in conjunction with NCTV). Up to two MJ staff will be in attendance to assist in the presentation and address questions from the public. CONSULTANT will prepare legal notice for this public meeting and arrange for printing in one local newspaper. The public meeting announcement will be provided in both English and Spanish on the project website.
- 4.2 The CONSULTANT will create a “Water Line Extension” page on the project website (www.ack-pfas.com) that will serve as the portal of information on this project. This page will be maintained and updated with relevant documents during the design and approval phase of the project.

Task Order No.: MJ-EN-01

- 4.3 The CONSULTANT will prepare one presentation (PDF format) for to support the public meeting specific to the Water Line Extension project. The presentation will be up to 15 pages in length and will be provided to SPONSOR for review and comments prior to the CONSULTANT finalizing.

- 4.4 The CONSULTANT will act as a liaison between each home owner and the Airport for the purposes of securing the water line design and installation agreements that are required to advance and implement this project. CONSULTANT will collaborate with Airport's legal counsel on each agreement and its specifics to the owner requests and property conditions. A log of communications and contact with each owner will be maintained and provided to SPONSOR upon request and at the end of this agreement. Contact with each owner is anticipated to be conducted by phone and email only. This scope includes one in-person meeting with up to five individual owners, if necessary. These five meetings are assumed to occur over two consecutive days only. This scope assumes up to 15 owners will be contacted to secure the necessary agreement to design and install the water line.

A.2. In conjunction with the performance of the foregoing SERVICES, CONSULTANT shall provide the following submittals/deliverables (documents) to SPONSOR:

1. Detailed Task Order, Scope of Work and Fee Summary spreadsheet (in MS Word, MS Excel and PDF format – no hard copies will be provided).
2. Bid Documents
3. Copies of all reports, and submissions to agencies
4. Copies of access agreements
5. Presentations
6. Reports, permit applications and other deliverables as referenced in the scope

Section B. – Schedule

B.1. CONSULTANT shall perform the SERVICES and deliver the related documents (if any) according to the following schedule:

The tasks are anticipated to occur over the next 12 months.

Task Order No.: MJ-EN-01

Section C. – Subconsultants

The following describes the scope, schedule and budget allocated to subcontractors and subconsultants used in performance of this Task Order.

1. Task 1 – Blackwell & Associates’ scope of work and fee are provided in Exhibit B. SURVEY will complete the tasks in accordance with the schedule listed above and in the scope.
2. Task 2 - The Public Archaeology Laboratory, Inc.’s (PAL) scope of work and fee are provided in Exhibit B. PAL will complete the tasks in accordance with the schedule listed above and in the scope.
3. Task 2 - VHB’s scope of work and fee are provided in Exhibit B. VHB will complete the tasks in accordance with the schedule listed above and in the scope.

Section D. – SPONSOR’s Responsibilities

The SPONSOR shall perform and/or provide the following in a timely manner. Unless otherwise provided in this Task Order, the SPONSOR shall bear all costs incident to compliance with the following:

1. Provide data and requested technical reports and airport specific historical information.
2. Provide access and escorts for the site visits and field observation portions of the work.
3. Develop easement documents for proposed water main and connection to residences.

Section E. – Assumptions

Task 1:

- The selected Contractor will be responsible for securing a Street Opening Permit from the Town of Nantucket.
- Per direction from Wannacomet Water Company, the new water main will be 12-inch diameter and connections to residences will be 1¼ inch.
- Hydrant locations will be coordinated with Wannacomet Water Company and will be placed in locations where easements will not be required.
- Wannacomet Water Company will provide topographic survey of visible features along the proposed water main route.

Task 2:

- CONSULTANT makes no guarantee that regulatory permits will be issued by the jurisdictional agencies or that the permits will be issued within the desired timeframe by SPONSOR.
- The study area is depicted by the red dashed line in the Water Line Layout drawings. If the study area is changed, then additional studies may be required.

Task Order No.: MJ-EN-01

- The cost includes the fees associated with the MESA Information Request (\$50), Project Review Checklist (\$4,000), and RDA (\$560).
- There will be no extraordinary circumstances.
- There will be no impacts to wetlands and no permits required.
- This will not be under the MEPA jurisdiction; there will be less than two acres of primary habitat impact.
- A full Environmental Assessment is not required.
- There will be no Notice of Intent under Nantucket Wetland Bylaws required.

Task 3:

No groundwater dewatering is assumed

Task 4:

- The proposed work will be conducted over a 12-month period and will not extend into the construction phase of the project.
- Public outreach during construction activities is not included.
- CONSULTANT makes no guarantee that a design and installation agreement with each owner will result in an executed agreement. CONSULTANT will work with each owner to resolve conflicts to the best of CONSULTANT'S abilities and will be provided guidance by Airport legal counsel.

EXHIBIT A

CONSULTANTS SUMMARY OF FEES

Appendix 'A' Summary of Fees

Task Order No. MJ-EN-01

Nantucket Memorial Airport
Nantucket, MA

Professional Services For

Town Water Line Extension Design, Permitting, and Bid Documents

September 2, 2020

DESIGN AND BIDDING

TASK	DESCRIPTION	MJ HOURS	MJ FEE	Subconsultants FEE	TOTAL FEE
1.0	Design Services	742	\$ 104,125.00	\$ 5,875.00	\$ 110,000.00
2.0	Local, State and Federal Permitting	345	\$ 55,003.02	\$ 37,600.00	\$ 92,603.02
3.0	Bid Documents	164	\$ 22,000.00	\$ -	\$ 22,000.00
4.0	Public Involvement and Communications	330	\$ 43,700.00	\$ -	\$ 43,700.00
	Total	1581	\$ 224,828.00	\$ 43,475.00	\$ 268,303.00

FEE SCHEDULE
Task Order No. MJ-EN-01

Professional Services For
Town Water Line Extension Design, Permitting, and Bid Documents
Nantucket Memorial Airport

September 2, 2020

Design Services												
Sub Task	Description	Project Principal	Sr. Project Manager	Project Manager	Reg.Enviro. Director	Sr. Environmental Planner	Asst. Engineer	Jr. Engineer	Sr. Technician	Admin. Profess.	Subtotals	
1.1	Scope of Work Preparation		16	40	40	40					136	
1.2	Survey Coordination			8			24					
1.3	Base Plan Development			8			16		32			
1.4	Permitting			4			24		16			
1.5	Easement Descriptions			8			16		16			
1.6	Conceptual Design		8	4			48	16	16			
1.7	Final Design			16			24	40	40			
1.8	Site Visits		8	20			20	20				
1.9	Quantities & Estimates			2			8	24				
1.10	Review Meetings		16	20	8		20					
1.11	Public Works Coordination			4			24					
1.12	Utility Coordination			4			24					
Total Hours		0	48	138	48	40	248	100	120	0	742	
Hourly Rate		\$ 70.06	\$ 71.10	\$ 55.40	\$ 65.00	\$ 52.64	\$ 38.50	\$ 29.50	\$ 33.20	\$ 23.00		
Direct Cost		\$ -	\$ 3,412.80	\$ 7,645.20	\$ 3,120.00	\$ 2,105.60	\$ 9,548.00	\$ 2,950.00	\$ 3,984.00	\$ -	\$ 32,765.60	
											TOTAL HOURS	742
											TOTAL DIRECT LABOR COST	\$ 32,765.60
											OVERHEAD @ 180.15%	\$ 59,027.23
											TOTAL LABOR COST	\$ 91,792.83
											FEE @ 10%	\$ 9,179.28
											SUBTOTAL	\$ 100,972.11
											TOTAL EXPENSES	\$ 3,152.89
											TOTAL OUTSIDE SERVICES	\$ 5,875.00
											TOTAL TASK	\$ 110,000.00
				Blackwell & Associates	\$ 5,875.00							
				TOTAL SUBCONSULTANTS	\$ 5,875.00							
				Travel/Mileage/Rental Car/Gasoline	\$ 3,000.00							
				Hotel/per diem	\$ -							
				Printing/Postage/Miscellaneous	\$ 152.89							
				TOTAL EXPENSES	\$ 3,152.89							

FEE SCHEDULE
 Task Order No. MJ-EN-01
 Professional Services For
 Town Water Line Extension Design, Permitting, and Bid Documents
 Nantucket Memorial Airport

September 2, 2020

Local, State and Federal Permitting											
Sub Task	Description	Project Principal	Sr. Project Manager	Reg. Envir. Director	Sr. Environmental Scientist	Environmental Scientist	Asst Engineer	Jr. Env. Specialist	Admin. Profess.	Subtotals	
2.1	Review Laws and Regulations and Coordinate with Agencies	2	5	20	8	24		2	8	69	
2.2	Conduct Archaeological Study			1	2	2				5	
2.3	Conduct Rare Plant Review			2	8	8		40	2	60	
2.4	Prepare MESA Info Request and Project Review Checklist	2	2	16	8	40		4	8	80	
2.5	Wetland Delineation, Request for Determination of Applicability			5	8	40		24	2	79	
2.6	Prepare CATEX			2	2	16		8	24	52	
Total Hours		4	7	46	36	130	0	78	44	345	
Hourly Rate		\$ 70.06	\$ 71.10	\$ 65.00	\$ 53.96	\$ 44.00	\$ 38.50	\$ 26.00	\$ 23.00		
Direct Cost		\$ 280.24	\$ 497.70	\$ 2,990.00	\$ 1,942.56	\$ 5,720.00	\$ -	\$ 2,028.00	\$ 1,012.00	\$ 14,470.50	
							TOTAL HOURS				345
							TOTAL DIRECT LABOR COST				\$ 14,470.50
							OVERHEAD @ 180.15%				\$ 26,068.61
							TOTAL LABOR COST				\$ 40,539.11
							FEE @ 10%				\$ 4,053.91
							SUBTOTAL				\$ 44,593.02
							TOTAL EXPENSES				\$ 10,410.00
							TOTAL OUTSIDE SERVICES				\$ 37,600.00
							TOTAL TASK				\$ 92,603.02
		VHB		\$ 14,000.00							
		PAL		\$ 23,600.00							
		TOTAL SUBCONSULTANTS		\$ 37,600.00							
		MESA Proj Review Checklist, RDA		\$ 4,610.00							
		Travel/Mileage/Rental Car/Gasoline/Ferry		\$ 2,500.00							
		Hotel/per diem		\$ 3,000.00							
		Printing/Postage/Miscellaneous		\$ 300.00							
		TOTAL EXPENSES		\$ 10,410.00							

FEE SCHEDULE

Task Order No. MJ-EN-01

Professional Services For

Town Water Line Extension Design, Permitting, and Bid Documents

Nantucket Memorial Airport

September 2, 2020

Bid Documents										
Sub Task	Description	Project Principal	Project Manager	Reg.Envir. Director	Sr. Environmental Scientist	Asst. Engineer	Jr. Engineer	Sr. Technician	Admin. Profess.	Subtotals
3.1	Develop Bid Documents		12			40	20			72
3.2	Construction Administration		4			64	24			92
Total Hours		0	16	0	0	104	44	0	0	164
Hourly Rate		\$ 70.06	\$ 55.40	\$ 65.00	\$ 53.96	\$ 38.50	\$ 29.50	\$ -	\$ 23.00	
Direct Cost		\$ -	\$ 886.40	\$ -	\$ -	\$ 4,004.00	\$ 1,298.00	\$ -	\$ -	\$ 6,188.40
TOTAL SUBCONSULTANTS										\$ -
Travel/Mileage/Rental Car/Gasoline										\$ 2,000.00
Hotel/per diem										\$ 250.00
Printing/Postage/Miscellaneous										\$ 679.52
TOTAL EXPENSES										\$ 2,929.52
						TOTAL HOURS				164
						TOTAL DIRECT LABOR COST				\$ 6,188.40
						OVERHEAD @		180.15%		\$ 11,148.40
						TOTAL LABOR COST				\$ 17,336.80
						FEE @		10%		\$ 1,733.68
						SUBTOTAL				\$ 19,070.48
						TOTAL EXPENSES				\$ 2,929.52
						TOTAL OUTSIDE SERVICES				\$ -
						TOTAL TASK				\$ 22,000.00

FEE SCHEDULE
Task Order No. MJ-EN-01

Professional Services For
Town Water Line Extension Design, Permitting, and Bid Documents
Nantucket Memorial Airport

September 2, 2020

Public Involvement and Communications										
Sub Task	Description	Project Principal	Sr. Project Manager	Reg.Envir. Director	Sr. Environmental Planner	Asst. Engineer	Jr. Engineer	Sr. Technician	Admin. Profess.	Subtotals
4.1	Public Meeting (1)		8	8	16				24	56
4.2	Create/Support Water Line Extension page on website			4	12				52	68
4.3	Public Meeting Presentations (1)			8	12				32	52
4.4	Owner Contact/Agreement Liason		8	6	80				60	154
Total Hours		0	16	26	120	0	0	0	168	330
Hourly Rate		\$ 70.06	\$ 71.10	\$ 65.00	\$ 52.64	\$ 38.50	\$ 29.50	\$ 33.20	\$ 23.00	
Direct Cost		\$ -	\$ 1,137.60	\$ 1,690.00	\$ 6,316.80	\$ -	\$ -	\$ -	\$ 3,864.00	\$ 13,008.40
TOTAL SUBCONSULTANTS				\$ -	\$ -					TOTAL HOURS 330
Travel/Mileage/Rental Car/Gasoline				\$ 2,000.00					TOTAL DIRECT LABOR COST	\$ 13,008.40
Hotel/per diem				\$ 700.00					OVERHEAD @ 180.15%	\$ 23,434.63
Printing/Postage/Miscellaneous				\$ 160.79					TOTAL LABOR COST	\$ 36,443.03
Public Meeting Legal Notice				\$ 751.87					FEE @ 10%	\$ 3,644.30
TOTAL EXPENSES				\$ 3,612.66					SUBTOTAL	\$ 40,087.34
								TOTAL EXPENSES	\$ 3,612.66	
								TOTAL OUTSIDE SERVICES	\$ -	
								TOTAL TASK	\$ 43,700.00	

EXHIBIT B

SUBCONSULTANTS SCOPE OF WORK



Scope of Services Nantucket Memorial Airport Capital Improvement Plan Projects Public Waterline Extension

Nantucket, Massachusetts

Submitted to:

Intensive (locational) Archaeological Survey

August 11, 2020

McFarland Johnson

53 Regional Drive

Concord, New Hampshire 03301

In response to a request from McFarland Johnson, The Public Archaeology Laboratory, Inc. (PAL) is pleased to submit the following scope of services to conduct an intensive (locational) archaeological survey for a new waterline as part of the Nantucket Memorial Airport Capital Improvement Plan Projects in Nantucket, Massachusetts (the Project). Nantucket Memorial Airport is proposing a public water line extension to serve abutting residents affected by PFAS contamination of private wells. The proposed route of the extension runs along the west side of the airport (Macy's Lane) and across the airfield, where it would be in existing pavement or the airport perimeter road. The route then follows a right-of-way (ROW) generally following an existing dirt town road (Madaquecham Valley Road). The Project requires compliance with the Massachusetts Environmental Policy Act (MEPA), National Environmental Policy Act (NEPA), and Section 106 of the National Historic Preservation Act (NHPA).

Portions of the Project area were assessed as sensitive for containing pre-contact Native American resources during an archaeological sensitivity and historic resources assessment conducted by PAL in 2014 as part of the Master Plan and Sustainability Program needed to provide the framework to guide future airport development (PAL 2014). PAL conducted an intensive survey in April 2019 that determined the western portions of the Project area along Macy's Lane and the airport perimeter road were previously disturbed by airport construction activities (Doucette 2019). PAL also conducted an intensive survey in 1994 for the airport perimeter fence, which covered a portion of the proposed new waterline route along Madaquecham Valley Road (Willan and Ritchie 1995), however, the remaining 600 meters (1,970 feet) of Madaquecham Valley Road is sensitive for containing cultural resources and has not been previously investigated.

The goal of the intensive archaeological survey is to locate and identify any potentially significant archaeological deposits that may be present within the new Project areas that may be impacted. The intensive survey will be designed to collect basic information on the locations and densities of cultural deposits within the Project area and to make recommendations regarding the need for additional archaeological testing, if necessary.

This scope of services outlines the tasks that will be undertaken as part of the archaeological investigations for the public waterline extension project along Madaquecham Valley Road. All work needs to be conducted under an amended archaeological permit, issued by the State Archaeologist's office at the Massachusetts Historical Commission (MHC).

Task 1: Coordination

The Principal Investigator will serve as the PAL point of contact for project-related communication and be responsible for coordinating the tasks and timeliness of work products. Upon receipt of the amended permit from the MHC, and at the direction of McFarland Johnson, PAL will notify the Wampanoag Tribe of Gay Head Aquinnah (WTGH/A) and Mashpee Wampanoag Tribal Historic Preservation Officers (THPOs) of the archaeological survey schedule. The Principal Investigator will also coordinate the submittal of any work products to the MHC on behalf of McFarland Johnson.

Task 2: Archaeological Permit Application

The PAL Principal Investigator will prepare the archaeological permit application for review by the proponent and the MHC. The permit application will accompany the technical proposal describing the survey methodologies, including subsurface testing strategy, expected archaeological resources, and provide a schedule for completion of all project activities. The archaeological sensitivity assessment project maps will accompany the permit application. PAL's archaeological survey methodologies conform to standards and guidelines set forth in the MHC's *Public Planning and Environmental Review: Archaeology and Historic Preservation* (MHC 1985). The testing methodologies will take into consideration the results of PAL's previously conducted due diligence research and intensive surveys.

Task 3: Historic and Archival Research Review

Prior to the start of fieldwork, archaeological site files maintained at the MHC and previously published archaeological reports will be reviewed for updated information on known cultural resources within and/or near the project area not included in PAL's previous archaeological assessments of the Nantucket Airport.

Task 4: Field Investigations

Subsurface testing locations are based on the results of background research, walkover, and the sensitivity assessment. **Field investigations will involve hand testing of 50–70, 50-x-50-centimeter (cm) test pits placed within the archaeologically sensitive portions of the project's possible impact areas.** The hand testing will be used to locate and identify any potentially important belowground archaeological deposits associated with previously unknown cultural deposits. It will also provide information relating to the belowground soil stratigraphy to assist in the identification of intact/natural versus previously disturbed and/or excavated soils. The fieldwork will also include recordation and documentation of any aboveground features such as stone walls, enclosures, and/or cartpaths within the project area.

Task 5: Laboratory Processing and Analyses

All recovered cultural materials will be brought to PAL's laboratory facility in Pawtucket, Rhode Island for processing and analyses. These activities will include: cleaning, identification, and cataloging of any recovered cultural materials; the preliminary analysis of spatial distributions of cultural materials; and artifact photography of diagnostic or representative artifact types. Artifacts will be cataloged by unique artifact grouping in PAL's relational database system. Recorded fields include an artifact's material, function, manufacturing techniques, and date ranges.

Following laboratory processing and cataloging activities, all cultural materials will be stored in acid-free Hollinger boxes with box content lists and labels printed on acid-free paper. These boxes will be curated at PAL in accordance with the Secretary of the Interior's standards 36 CFR 79 *Curation of Federally-Owned and Administered Archeological Collections* and the MHC's *Public Planning and Environmental Review: Archaeology and Historic Preservation* (MHC 1985). At the conclusion of the project all material will be temporarily curated at the PAL facility until such time as a permanent repository is designated.

Task 6. Work Products

On completion of fieldwork, PAL will notify the client of the results of the archaeological investigations, describe deposits that were identified, and make recommendations regarding the significance of any identified deposits and the need for additional work and consultation. PAL will prepare an addendum to their 2019 report. The report will follow the guidelines established by the National Park Service in the *Recovery of Scientific, Prehistoric, Historic, and Archaeological Data* (36 CFR Part 66, Appendix A) and the MHC. Draft copies of the report will be submitted to the client and the MHC for review. If necessary, archaeological site forms will be completed and submitted to MHC.

Project Schedule

PAL is prepared to submit the permit amendment request to MHC on receipt of a notice-to-proceed from the client. The field investigations will take approximately five days to complete and can begin within one week of receipt of the permit, weather permitting. The proponent will be notified of the survey results immediately following the completion of fieldwork. The addendum report can be submitted within 30 days of the completion of fieldwork.

Project Personnel

Archaeological investigations will be carried out under the direction of Dianna L. Doucette, Principal Investigator. All supervisory personnel meet the qualifications set by the National Park Service (36 CFR Part 66, Appendix C) for direction of archaeological projects.

Cost

A fee proposal is attached.

References Cited

Doucette, Dianna L.

2019 *Intensive (Locational) Archaeological Survey, Nantucket Memorial Airport Capital Improvement Plan Projects, Locations 3, 9, 8, and 10, Nantucket, Massachusetts.* PAL Report Number 3599. Submitted to McFarland Johnson, Concord, NH. 85 pages.

The Public Archaeology Laboratory, Inc. (PAL)

2014 *Technical Memorandum, Nantucket Memorial Airport Master Plan and Sustainability Program, Nantucket, MA, Due Diligence Report and Archaeological Sensitivity and Historic Resources Assessment.* PAL Report No. 2873. Submitted to Jacobs Engineering Group, Inc, Boston, MA.

Willan, Steven, and Duncan Ritchie

1995 *Reconnaissance and Intensive Archaeological Surveys, Nantucket Memorial Airport Perimeter Fence, Nantucket, Massachusetts.* The Public Archaeology Laboratory, Inc. Report No. 595. Submitted to Baystate Environmental Consultants, Inc., East Longmeadow, MA.



PUBLIC ARCHAEOLOGY LABORATORY

- COST PROPOSAL -

PREPARED FOR **McFarland Johnson**
 DATE **August 10, 2020**
 PROJECT **Nantucket Airport Waterline**
 SERVICES **Intensive (Locational) Archaeological Survey**

PERSONNEL	TASK	HOURS	RATE	COST
Principal Investigator	Consultation/Coordination	6	126.53	759
	Documentation/Report	16	126.53	2,024
Project Archaeologist	Research/Coordination	4	81.17	325
	Field Survey	40	81.17	3,247
	Documentation/Report	8	81.17	649
Archaeologist (3)	Field Survey	120	59.69	7,163
Laboratory Manager	Laboratory Coordination	2	93.11	186
Laboratory Analyst	Data Entry/Cataloguing	4	81.17	325
Laboratory Assistant	Processing/Curation	6	59.69	358
Publication Specialist	Formatting/Editing	4	90.72	363
GIS Specialist	Technical Maps	4	90.72	363
CAD Specialist	Technical Graphics	2	71.62	143

TOTAL PERSONNEL COSTS	216	15,905
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OTHER EXPENSES	DESCRIPTION	COST
Reproduction	Report Copying + Graphics	120
Postage	Priority + Express Mail	25
Expendable Supplies	Archival Paper + Field Supplies	35
Curation Supplies	0.50 Boxes @ \$	85.00 43
Mileage	300 Miles @ \$	0.575 173
Travel Ferry	2 RdTrip @ \$	350.00 700
Per Diem Lodging	16 Nights @ \$	350.00 5,600
Per Diem Meals	20 Days @ \$	50.00 1,000

TOTAL OTHER EXPENSES		7,695
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	TOTAL PAL COST PROPOSAL	23,600
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** This quote is valid for 120 days from date listed above.*

APPENDIX X

SCOPE OF WORK BETWEEN

**VANASSE HANGEN BRUSTLIN, INC.
AND
MCFARLAND-JOHNSON, INC.**

IN SUPPORT OF THE WATER LINE PROJECT AT NANTUCKET MEMORIAL AIRPORT

MESA Documentation Support

**McFarland Johnson Project No. XXXX
VHB Job No. XXXXX**

**Nantucket Memorial Airport Commission Task Order No. MJ-EN-01
July 29, 2020 – November 20, 2020**

PROJECT DESCRIPTION

The proposed Project includes the installation of a new water line predominantly at the Nantucket Memorial Airport (“ACK” or “the Airport”) to extend town water to properties along Madaquecham Valley Road. This infrastructure is expected to follow the paved Monohansett Road, then follow the Airport’s gravel perimeter road, then cross the airfield to follow Madaquecham Valley Road with connections along driveways.

SCOPE OF SERVICES

This scope of services details the work to be performed by Vanasse Hangen Brustlin, Inc. (“VHB”) in support of project documentation related to the Massachusetts Endangered Species Act (“MESA”).

Much of the proposed Project occurs within Priority Habitat for state-listed species (PH 945). During a July 31, 2020 call with the Natural Heritage Endangered Species Program (“NHESP”), Amy Hoenig indicated that the proposed Project is unlikely to meet the standards for an emergency exemption under MESA. Therefore, the proposed Project would need to go through the normal MESA review process, including a MESA Project Review Checklist. A CMP is not anticipated for the project. This scope provides services to conduct botanical surveys within the Project area and review of materials produced by McFarland Johnson, Inc. (“MJ”).

Task 1: Project Management and Early Project Coordination

This sub-task includes coordination with MJ, VHB’s attendance at one (1) coordination scoping conference call, internal team coordination, and monthly invoicing.

Task 2: Botanical Surveys and Agency Coordination

The NHESP indicated that state-listed plants, such as those listed in **Table 1** below, or host plants for state-listed moths, may potentially occur within the Project Area, and recommended the submission of a state-listed species information request form to confirm what species will be considered during MESA permitting.

Table 1. State-listed Plants Expected to be Present in the Vicinity of the Waterline Project Alignment

Scientific Name	Common Name	State Status	Survey Period
<i>Aristida purpurascens</i>	Purple Needlegrass	Threatened	Late August to November
<i>Liatris novae-angliae</i>	New England Blazing Star	Special Concern	Mid-August to Mid-October
<i>Nabalus serpentarius</i>	Lion's Foot	Endangered	Late August to October
<i>Scleria pauciflora</i>	Papillose Nutsedge	Endangered	June to September
<i>Sisyrinchium fuscatum</i>	Sandplain Blue-eyed Grass	Special Concern	June to October

To officially determine the species that may occur within the work areas for the proposed Project, this sub-task assumes that MJ will prepare and submit a Request for State-listed Species Information to the NHESP. VHB will review the materials prepared prior to submittal.

Under this sub-task, VHB's senior ecologist and a junior staff member will survey for state-listed plants and evaluate conditions for other state-listed species throughout the work areas for the proposed Project during August and/or September 2020 (see **Table 1** for appropriate state-listed plant survey periods). Task includes one (1) coordination call with NHESP (already conducted). VHB will also survey for state-listed plants within the South Apron Berm work area while onsite for the botanical survey along the alignment for the proposed water line. State-listed plant observation locations will be recorded using a handheld Global Positioning System ("GPS") device with sub-meter accuracy. VHB's biologists will record pertinent observation information within field notebooks and take representative photographs during the field survey. This sub-task includes two (2) consecutive days of botanical survey.

The NHESP requires that all state-listed species be reported using their online reporting tool. Therefore, VHB will prepare and submit mandatory reporting for observed state-listed species using NHESP's Vernal Pool & Rare Species Information System ("VPRS") website.

It is assumed that VHB's biologists will have access to survey the entire Project work areas, including along Runway 6-24 safety area. It is assumed that the South Apron Berm will be permitted separately from the proposed Project as part of the Airport's Capital Improvement Plan. VHB does not anticipate the need to pick or collect portions of state-listed plants during botanical field surveys.

VHB will prepare a summary report of findings from the botanical surveys.

Under this sub-task, it is assumed that MJ will compile the necessary forms and figures to develop a MESA Project Review Checklist specifically for the proposed Project for submittal to the NHESP, including a description of VHB’s botanical survey findings. VHB will review the materials and provide comments prior to submission.

ASSUMPTIONS

Aside from those listed above, VHB has made the following assumptions in the formulation of this scope of services based on a preliminary understanding of the Project.

- Proposed installation methodology is anticipated to be directional drilling
- Any activity not specifically described above will be provided under a separate scope, including but not limited to any MESA permit requirements.
- This scope of services excludes preconstruction meetings and construction oversight.

SCHEDULE

VHB will begin performance of the above services immediately on the date written authorization to proceed is received by McFarland Johnson. The estimated schedule is estimated to run from July 29 to November 20, 2020. This schedule is based on the assumptions detailed above as well as assumes timely review and provision of data/information/figures by McFarland Johnson and ACK.

COMPENSATION

VHB will perform the scope of services contained herein on cost plus fixed fee basis. The fee amount by task is as follows:

TASK	FEE
Task 1: Project Management and Early Project Coordination	\$2,000
Task 2: Botanical Surveys and Agency Coordination	\$11,500
Expenses (incl. personal vehicle mileage, tolls, and parking; taxi/train; airfare; hotel; meals; print; and postage)	\$1,500
Total:	\$15,000

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NANTUCKET MEMORIAL AIRPORT

PFAS Investigation Status Report

Status as of September 3, 2020

September 8, 2020



Status Report:

Madequecham Valley Road

- 22 parcels total
- 20 tested, 1 unresponsive, 1 pending
- 6 over 200ppt
- 4 between 20ppt and 200ppt
- 7 below 20ppt
- 3 non detect (ND)
- 6 POET systems installed
- 6 POET systems pending (two properties have two wells)
- 14 on bottled water
- Follow up testing continues
- Town water pending

West of Airport Properties

- 23 parcels
- 24 confirmed wells
- 24 tested
- 0 over 200ppt
- 1 between 20ppt and 200ppt
- 6 below 20ppt
- 17 non detect (ND)
- 0 POET systems installed
- 9 on bottled water
- Additional parcels to be sampled
- Town water pending

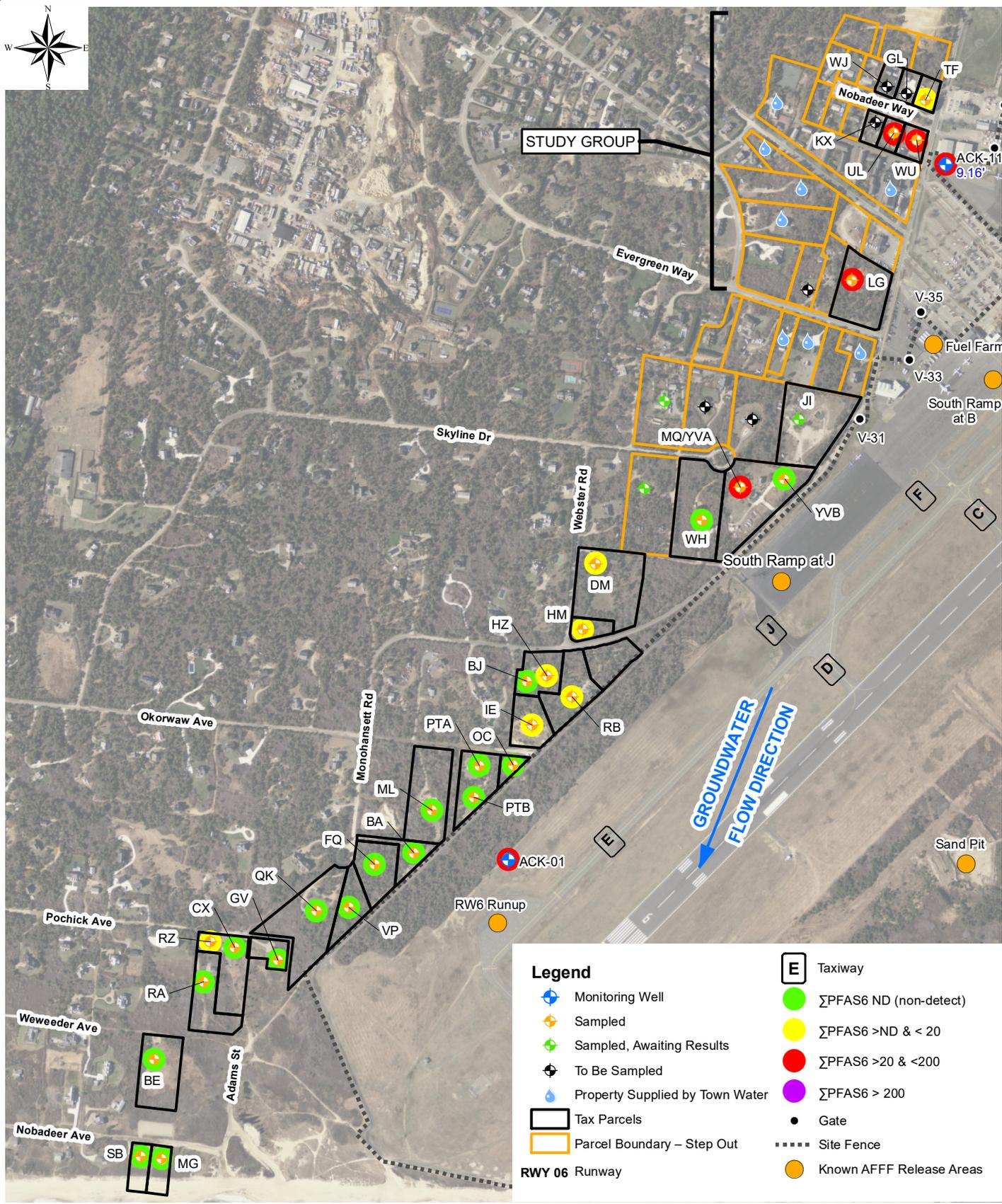
Status Report:

Nobadeer Way Study Area

- 7 wells identified for testing
- 4 tested, 3 pending
- 0 over 200ppt
- 3 between 20ppt and 200ppt
- 1 below 20ppt
- 0 non detect (ND)
- 7 on bottled water
- Study area has expanded to additional parcels

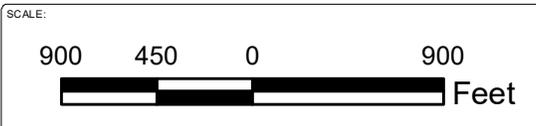
Next Steps:

- Continued monitoring of affected parcels
- Initiate testing of adjacent properties
- Continued public outreach and communication
- Investigate nature and extent of soil and groundwater impacts on airport
- Continue to work with Wannacomet Water Company to provide town water to affected properties
- Assure funding to complete the process



Legend

- Monitoring Well
- Sampled
- Sampled, Awaiting Results
- To Be Sampled
- Property Supplied by Town Water
- Tax Parcels
- Parcel Boundary – Step Out
- RWY 06 Runway
- ΣPFAS6 ND (non-detect)
- ΣPFAS6 >ND & <20
- ΣPFAS6 >20 & <200
- ΣPFAS6 > 200
- Gate
- Site Fence
- Known AFFF Release Areas
- Taxiway



TITLE:

WESTERN PROPERTIES ABUTTING NANTUCKET MEMORIAL AIRPORT

PROJECT: NANTUCKET MEMORIAL AIRPORT
14 AIRPORT RD, NANTUCKET, MA 02554

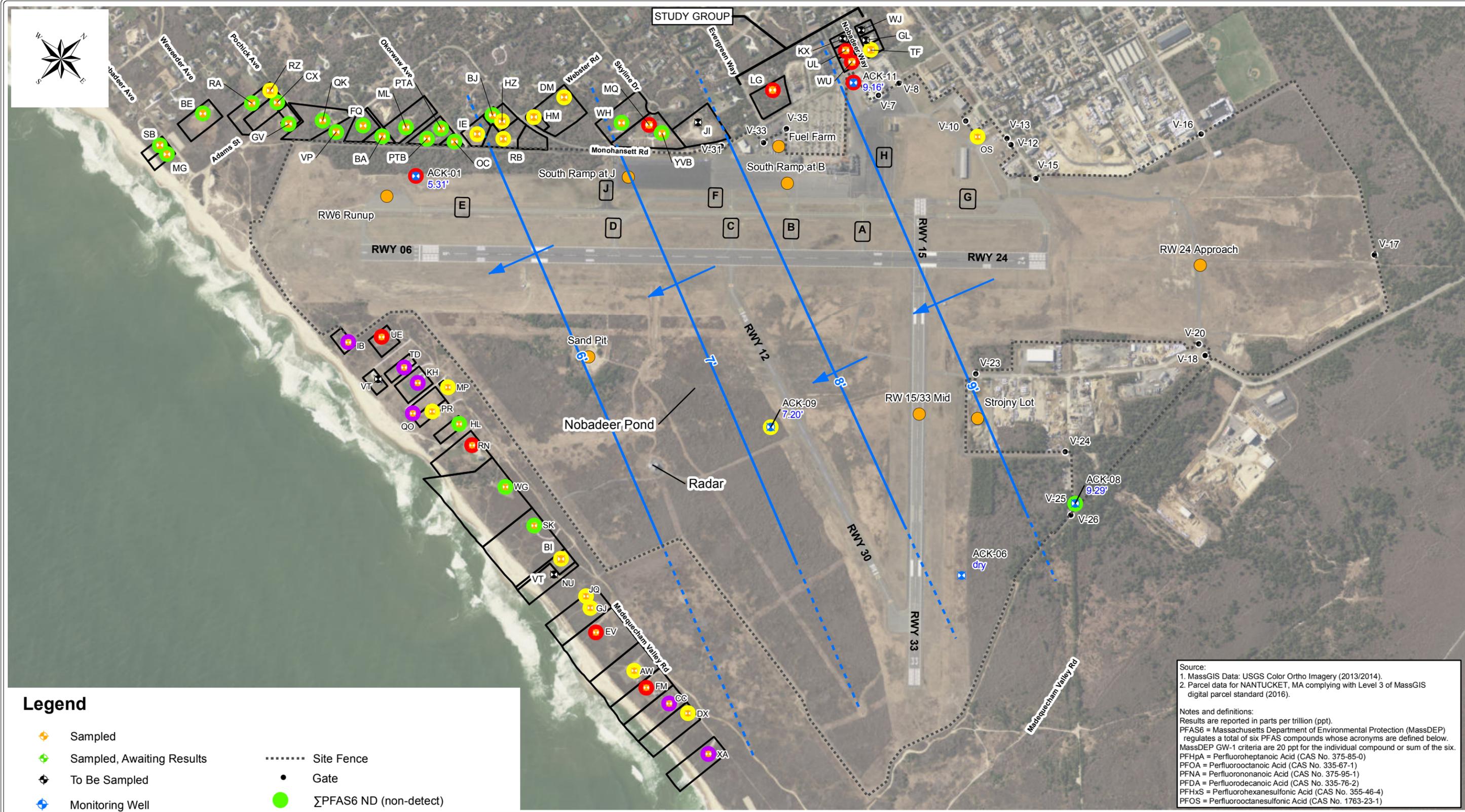
CLIENT NAME: NANTUCKET MEMORIAL AIRPORT



DATE: September 2020

FIGURE #: 4

Path: P:\Nantucket_Airport\mxd\25861_NMA_West_Side_Properties_Fig4.mxd



Legend

- Sampled
- Sampled, Awaiting Results
- To Be Sampled
- Monitoring Well
- Tax Parcels
- Known AFFF Release Areas
- RWY 12** Runway
- Taxiway
- 7.20'** February 2020 Groundwater Elevation (feet)
- Site Fence
- Gate
- ΣPFAS6 ND (non-detect)
- ΣPFAS6 >ND & < 20
- ΣPFAS6 >20 & <200
- ΣPFAS6 > 200
- February 2020 Groundwater Elevation Contour (dashed where inferred)
- Groundwater Flow Direction

Source:
 1. MassGIS Data: USGS Color Ortho Imagery (2013/2014).
 2. Parcel data for NANTUCKET, MA complying with Level 3 of MassGIS digital parcel standard (2016).

Notes and definitions:
 Results are reported in parts per trillion (ppt).
 PFAS6 = Massachusetts Department of Environmental Protection (MassDEP) regulates a total of six PFAS compounds whose acronyms are defined below.
 MassDEP GW-1 criteria are 20 ppt for the individual compound or sum of the six.
 PFHpA = Perfluoroheptanoic Acid (CAS No. 375-85-0)
 PFOA = Perfluorooctanoic Acid (CAS No. 335-67-1)
 PFNA = Perfluorononanoic Acid (CAS No. 375-95-1)
 PFDA = Perfluorodecanoic Acid (CAS No. 335-76-2)
 PFHxS = Perfluorohexanesulfonic Acid (CAS No. 355-46-4)
 PFOS = Perfluorooctanesulfonic Acid (CAS No. 1763-23-1)

SCALE: 850 425 0 850
 Feet

PROJECT: NANTUCKET MEMORIAL AIRPORT
 14 AIRPORT RD, NANTUCKET, MA 02554

CLIENT NAME: NANTUCKET MEMORIAL AIRPORT

TITLE: **GROUNDWATER POTENTIOMETRIC SURFACE AND PFAS CONCENTRATIONS IN GROUNDWATER AND DRINKING WATER**

DATE: August 2020

FIGURE #: 3

Path: P:\Nantucket_Airport\mxd\25718_NMA_PFA6_Potentiometric.mxd

September 2, 2020

**Nantucket Memorial Airport
Scope of Work**

Task Order No.: MJ-PN-01 Amendment

PFAS Management and Mitigation Assistance Amendment

Introduction

Nantucket Memorial Airport (SPONSOR) has been issued a Notice of Responsibility (NOR)/ Request for Immediate Response Action Plan (IRA) by the Mass DEP dated April 28, 2020 regarding potential per- and polyfluoroalkyl substances (PFAS) releases and contamination of off-airport drinking water wells (Release Tracking Number 4-28219). The SPONSOR has engaged Weston Solutions to complete the IRA Plan (dated April 29, 2020), conduct groundwater and drinking water sampling and analysis, and design and install Point of Entry Treatment (POET) Systems. Groundwater testing has indicated that drinking water wells in the vicinity of the airport are contaminated with PFAS and additional POET systems will need to be installed and additional drinking water sampling will need to be conducted.

The SPONSOR has requested that McFarland-Johnson, Inc. (CONSULTANT) continue to provide overall project management and public Involvement support services moving forward. Tasks requested by the SPONSOR include overall project management, public involvement, water sampling and analysis, design and installation of POET systems, source area investigation, and agency coordination.

This task order is an amendment to Task Order No.: MJ-PN-01, dated July 14, 2020, and provides an update on all seven tasks in the original agreement.

Section A. – Services

The following services were included in the original task order and are further updated below:

- Task 1 Design and Construction Services for POET System Installations
- Task 2 Emergency POET System Waiver Support
- Task 3 Continued Drinking Water Testing and Reporting
- Task 4 Public Involvement and Communication Protocol
- Task 5 Western Residential Drinking Water Sampling
- Task 6 MCP Phase I and Tier Classification
- Task 7 Source Area Investigation

Task Order No.: MJ-PN-01 Amendment

1. Task 1 Design and Construction Services for POET System Installations

This task assumed the design and bidding for up to 17 POET systems. Bid documents have been prepared; however, there have been no bidders. Weston used the remaining Task 1 budget to complete the waiver support under Task 2. The SPONSOR has requested that the CONSULTANT modify the documents to rebid this project. This will entail modifying the instructions to bidders, and the invitation to bid; coordination with the airport regarding creating a newspaper advertisement, coordinating with biddocs online, scheduling, and attending an additional pre-bid meeting.

Weston's status is described in further detail in Exhibit B.

2. Task 2 Emergency POET System Waiver Support

This task assumed that the SPONSOR would prepare a Massachusetts Division of Capital Asset Management (DCAM) bidding waiver request to allow the selection of a contractor to install up to four POET systems without complying with the public bid requirements of MGL Chapter 149. Nine POET systems have been or will be designed and installed through this method. This project was also recently bid with no bidders. The Airport has requested that the CONSULTANT to resolicit proposals by separating plumbers from vendors. This will require re-contacting plumbers and vendors.

Weston's status is described in further detail in Exhibit B.

3. TASK 3 Continued Drinking Water Testing and Reporting

The CONSULTANT will assist the SPONSOR in management and oversight of the continued drinking and ground water testing and reporting program related to the MassDEP NOR. This will include the CONSULTANT using Weston as a subconsultant to conduct groundwater sampling and reporting for one year. Weston's scope and fee, and assumptions are described in further detail in Exhibit B.

Subtasks to complete this task are as follows:

- 3.1 *Access Agreements - Assumed obtaining the remaining four and have received 3.*
- 3.2 *Site Assessments – Assumed winner of Bid in Task 1 would complete this task. Weston has completed 4 on MVR, 1 on Skyline Drive, and 1 at the Hangar 8 location.*

Task Order No.: MJ-PN-01 Amendment

- 3.3 Drinking Water Sampling – *Same number as initial.*
- 3.4 Provision of Bottled Water – *Assumed 12 residences; there are currently 17 residences receiving bottled water, with additional pending.*
- 3.5 Winterization and Opening (2020/2021) – *Assumed 6 residences; there are currently 11 with additional pending.*

4. TASK 4 Public Involvement and Communication Protocol

The CONSULTANT will continue to assist the SPONSOR in the public involvement activities. The following subtasks were updated as referenced below:

- Create a project website similar in style to the Nantucket Memorial Airport (ACK) website that will serve as an information portal for the public related to the PFAS releases and off-airport contamination. The website will consist of a home page, one subpage, and a contact page with a contact form and phone number. The contact form submissions and phone calls from members of the public will be received by CONSULTANT. The website link will be provided to SPONSOR for posting on the ACK website.
The website was expanded beyond the two pages.
- CONSULTANT will keep the project website up-to-date with information about the project, testing, and other appropriate information such as MassDEP fact sheets, U.S. EPA factsheets, site reports, milestones and public meetings. Updates will occur every three weeks if needed. Updates and maintenance to the website will be conducted for a one-year period. The SPONSOR will provide any information that is wished to be included in the website updates to the CONSULTANT.
This is expected to be the same.
- CONSULTANT will prepare up to 10 press releases for SPONSOR review and issuance by the SPONSOR to local media. Press release support will be ongoing for a one-year period. Two (2) rounds of revisions are assumed for each press release.
This is expected to be the same.
- CONSULTANT will serve as the point of contact to the general public and CONSULTANT will respond to public inquiries and comments in consultation with SPONSOR and SPONSOR'S legal counsel.
SPONSOR has served as the point of contact and is expected to stay the same. Approximately 20 hours were assumed for this task.

Task Order No.: MJ-PN-01 Amendment

- CONSULTANT will maintain a log of public comments and inquiries received and responses provided. The log will be available for review by SPONSOR or SPONSOR'S legal counsel.
CONSULTANT has assisted SPONSOR with this task; however, SPONSOR has taken the lead, and this is expected to stay the same. Approximately 20 hours were assumed for this task.
- CONSULTANT will set up, host and lead three public meetings (virtual format). CONSULTANT will prepare presentation materials in consultation with SPONSOR and will prepare meeting summaries. SPONSOR will advertise the public meeting.
This is expected to be the same.
- CONSULTANT will develop up to three presentations (estimated at 20 slides each) on the project progress and other salient details for posting on the project website.
This is expected to be the same.

The following subtasks were added to this task at the request of the SPONSOR and were not included in the original scope and fee:

- Translation of relevant documents and public notices from English to Spanish (other languages expected)
- NCTV Coordination
- Daybreak legal notice and publishing fee
- Creating Frequently Asked Questions (FAQ) document for public distribution
- E:newsletter/e:mail blast for updates on website information
- It was assumed that only the LSP (Weston) was requested to attend meetings. The PFAS Lead has also attended and assisted with meeting preparation.

Weston's status is described in further detail in Exhibit B.

5. TASK 5 Western Residential Drinking Water Sampling

This task assumed up to 22 drinking water supply wells located to the west of the airport on Monohansett Road, Skyline Drive, Webster Road, and Okorwaw Avenue will be sampled for PFAS by Weston. The sampling list currently includes 25 west of the airport which does not include the wells in the Nobadeer Way study area.

Weston's status is described in further detail in Exhibit B.

6. TASK 6 MCP Phase I and Tier Classification

This task will remain the same.

Task Order No.: MJ-PN-01 Amendment

7. TASK 7 Source Area Investigation

This task will remain the same.

- A.2. In conjunction with the performance of the foregoing SERVICES, CONSULTANT shall provide the following submittals/deliverables (documents) to SPONSOR:

There is no change.

Section B. – Schedule

There is no change.

Section C. – SPONSOR's Responsibilities

There is no change.

Section D. – Assumptions

There is no change. Weston's assumptions are included in Exhibit B.

EXHIBIT A

CONSULTANTS SUMMARY OF FEES

EXHIBIT B

SUBCONSULTANTS SCOPE OF WORK

STATUS OF TASK ORDER 1 – MJ PN-01

TASK 1 TECHNICAL SPECIFICATIONS

Prepared, out to bid, no bidders. *Weston instructed to use remaining task 1 budget to cover waiver POETs.*

Weston has completed two troubleshooting/maintenance visits related to POETs on MVR that were not accounted for.

- NO SAVINGS EXPECTED

TASK 2 WAIVER SUPPORT

4 POETs included in waiver support. *Nine POETs installed or pending installation.*

Assumed three different levels of plumbing costs: 1 low, 2 mid, 1 high. *All plumbing costs will be in the "high" range.*

- NO SAVINGS EXPECTED

TASK 3 ONGOING SUPPORT – MADEQUECHAM VALLEY ROAD

Access agreements – Proposed obtaining the remaining 4. Have received 3 of the 4 with one remaining.

Site evaluations – Assumed winner of bid in Task 1 would complete. Only Madequecham Valley Road was included. *Weston has completed 4 on MVR, 1 on Skyline Drive, and 1 at Hangar 8.*

Drinking Water Sampling – Occurring as proposed. Combined with efforts on west side, where appropriate. Sampling of applicable residents monthly and quarterly.

Provision of bottled water – Assumed 12 residences west of airport. *Current supplying water to 17 and it will increase with current step outs.*

Winterization/reopening – Assumed up to 6 residences, currently at 11 (some pending installation).

TASK 4 COMMUNITY OUTREACH

Only LSP time was requested to be included for this task, however, *PFAS Lead has been asked to attend all meetings to-date.*

MJ will prepare materials for meetings. *Weston has prepared materials.*

TASK 5 DW SAMPLING WEST OF AIRPORT

Assumed areas on Monohansett, Skyline, Webster, and Okorwaw. *Has expanded to Nobadeer Ave, Pochick Ave, Weweeder Ave, Adams St, Evergreen Way, Nobadeer Way. Current step outs include >20 properties though not all likely on private water and includes Daffodil Lane and additional residents on known streets.*

Assumed 22 residents on west side. *To-date, the sampling list includes 25 west of airport and an additional 7 on Nobadeer/Evergreen Ways. Additional step outs will include upwards of 22 more locations.*

3 properties associated with the Nobadeer Way area currently need POETs systems.

TASK 6 MCP PHASE I AND TIER CLASSIFICATION

No change from proposal.

STATUS OF TASK ORDER 1 – MJ PN-01

TASK 7 SOURCE AREA INVESTIGATION

Currently no change from proposal. *However, we have a call with Jacob's today. After the preconstruction meeting 9/2, I understand that we may be asked to collect grab samples ahead of time. I have no further information on this at this point in time.*

From: [Barbara and Mark White](#)
To: [Katy Perales](#)
Subject: For the airport commission
Date: Tuesday, August 18, 2020 11:39:25 AM

Barbara and Mark White
P.O. Box 1251
Nantucket, MA 02554

August 18, 2020

To the Airport Commission:

We are writing because our property was included in the second round of PFAS testing. We have two wells, both the same depth and only about 2 feet apart. The one that serves 73 Pochick, our rental cottage, tested at 6.5 PPT, whereas, 75 Pochick, where we live, had a non-detectable level. This is a big relief.

However, a test is simply a snapshot of a fixed time. Water is fluid which may account for the differing PFAS levels within inches of each other.

We are asking the airport to commit to a fixed schedule of future tests for the properties already tested. We are not scientists so do not know what would be a reasonable time frame, but think that it should be at least yearly for several years. Otherwise, we will not know if the PFAS has spread.

We have lived year-round on Pochick Street since 1978, so are long-time neighbors of the airport. Overall, the airport has been a good neighbor, and we hope that it continues to uphold its responsibilities to the public.

We also want to add our support to testing the firefighters who came into contact with PFAS.

We hope to hear a positive response to a schedule of retests.

Sincerely,

Barbara and Mark White

--

Mark and Barbara White

From: [Noah Karberg](#)
To: [Barbara White](#)
Cc: [Dan Drake](#); [Tom Rafter](#); [Katy Perales](#); [Lillian Sylvia](#)
Subject: RE: For the airport commission
Date: Friday, August 21, 2020 3:31:47 PM

Dear Mrs. White,

We have shared your letter with Daniel Drake, the Chair of the Airport Commission, who assured me that it would be brought to the Commission's attention at its next regular meeting on September 8th. Since no one can speak for the Commission until it has considered a matter in open session and not wanting you to wait another ten days for a response, Mr. Drake asked me to share with you verbatim Weston Solutions, the Airport's Licensed Site Professional, draft response to your questions. It is as follows:

“Your statement that water is fluid and constantly in motion is right on the money, and that is indeed the explanation for why you have different results for your two wells that are located so close together. Even though the wells are close, they will tend to pull a bit more water from the opposite direction and this small variation is enough to cause the observed variability. We always have to remember the truly minute amounts of PFAS we are dealing with here. And you are correct that PFAS levels can change over time.

At this time, it is our understanding based on water level measurements we collected from wells on the airport property, that groundwater flow is roughly from north to south, towards the Atlantic Ocean. This means that PFAS from the AFFF applications at the airport is moving south towards Madequecham Valley Road and ultimately discharges into the ocean. We do not have any evidence that suggests there is any migration of PFAS from the airport to the west, towards your cottage. Sampling of the homes along the western border of the airport was performed in an abundance of caution and the testing has confirmed our understanding of the extent of PFAS impacts from the airport. It is our conclusion that the very low level of PFAS detected in your rental cottage well is likely due to sources other than AFFF use at the airport. You have to remember that PFAS compounds are ubiquitous in our society and we commonly see PFAS at low levels in residential wells resulting from compost use, septic systems, car washes, and other sources. Because the PFAS in your well is not believed to be related to the airport, we are not planning on conducting future sampling of your well at this time.

That said, we are currently planning studies for this fall that will assess the extent of PFAS in soil and groundwater at the airport and collect more information on groundwater movement in the aquifer to confirm our understanding is correct. We will also be comparing the types and relative amounts of the different PFAS compounds found at the airport with those found in the residential wells. If any of these studies suggest that the PFAS in your well, or in any other areas surrounding the airport for that matter, may be related to AFFF applications at the airport; we will contact you to collect additional samples from your well to confirm that the levels remain safe to drink.”

In short, the engineer is saying that no further testing of your wells by the Airport is warranted,

unless the soil and groundwater sampling to be conducted this fall indicates that the Airport fire-fighting foam is the source of the PFAS in your well. If after reading this, you have further questions for the Commission or the engineer, please let me know. We will, of course, apprise you of the outcome of the additional testing.

Sincerely,

Noah Karberg

Noah J. Karberg, A.A.E., ACE
Assistant Airport Manager
Nantucket Memorial Airport
14 Airport Rd.
Nantucket, MA 02554
O: 508-325-7531
F: 508-325-5306

From: Barbara and Mark White <mnbwhite@gmail.com>

Sent: Tuesday, August 18, 2020 11:38 AM

To: Katy Perales <kperales@nantucketairport.com>

Subject: For the airport commission

Barbara and Mark White
P.O. Box 1251
Nantucket, MA 02554

August 18, 2020

To the Airport Commission:

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Sincerely,

Barbara and Mark White

--

Mark and Barbara White



Airport Enterprise Fund

Quarterly Financial Report

Fourth Fiscal Quarter

Ended June 30, 2020



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Airport Financial Highlights

Airport Revenues

Revenue is down 5% (-\$817K) over last year. Contributing to this is the \$167K (-5%) decrease in Fixed Based Operations Revenue. Jet Fuel Sales in excess of the Revolving Fund cap were \$824K less this year than FY19. The “Other Income” category also contains the \$560K payroll reimbursement from the CARES act.

Airport Expenses

Total expenditures, excluding debt service, are down \$329K (-3%) over last year. This decrease can be attributed to fuel expenses, decreasing \$738K (-15%) over last year. Operations and Service & Maintenance also saw a reduction over last year, -12% and -11% respectively. There was a 38% (+\$446K) increase in Administration expenses over last year.

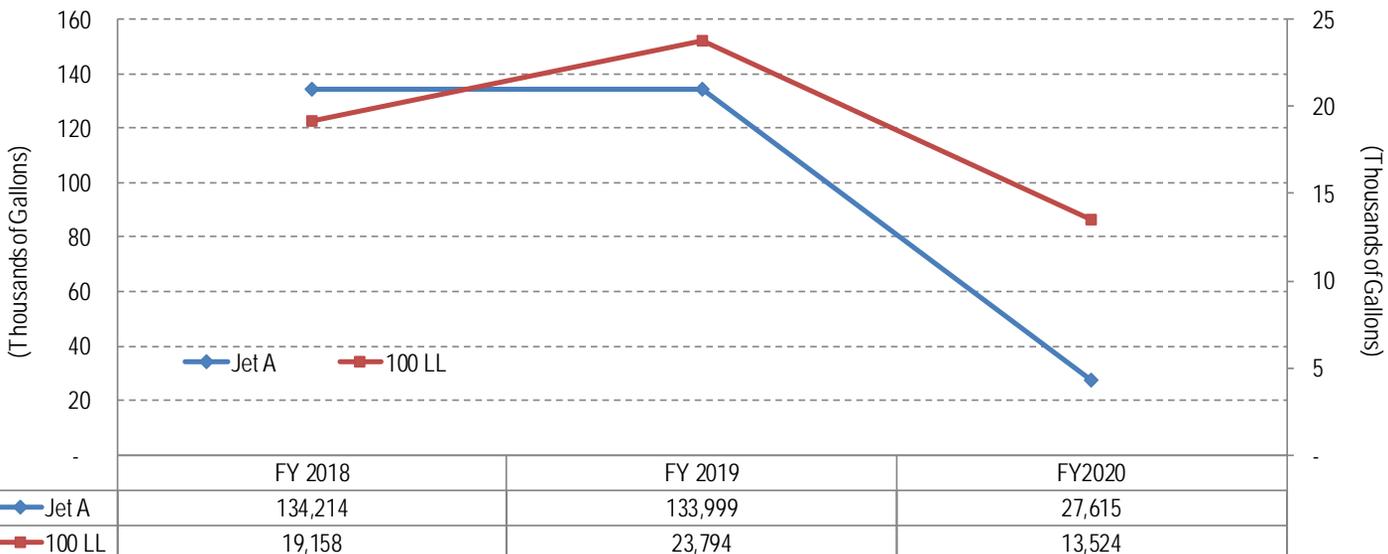
Airport Revenues

Where does the money come from?

Aviation Fuel Revolving Fund - FY2020 vs. FY2019

	FY2020	FY2019
Fuel Sales	\$ 7,520,046	\$ 8,344,810
Less: Fuel Purchases	(4,215,798)	(4,954,638)
Gross Profit	3,304,248	3,390,173
Revolver Purchase Cap *	5,200,000	5,200,000
Less: Purchases	(4,215,798)	(4,954,638)
Unallocable Portion of Gross Profit	984,202	245,362
Profit to be Applied to Op Budget	\$ 2,320,046	\$ 3,144,810

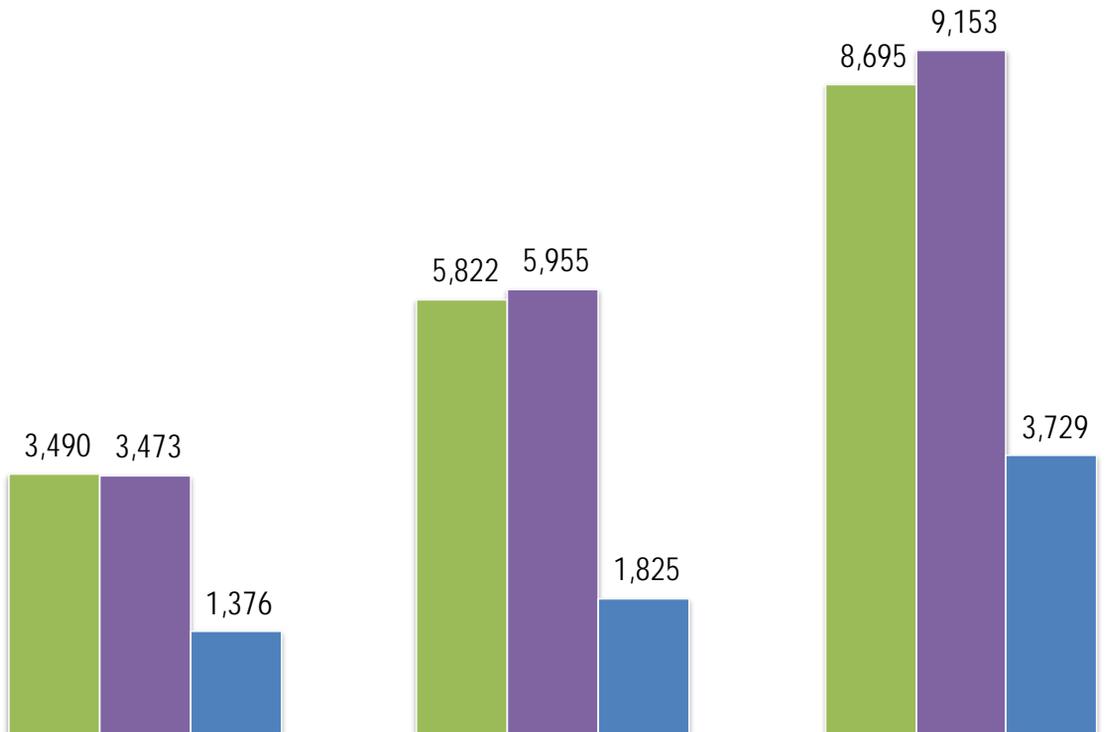
Fourth Quarter Fuel Sales - FY2018 to FY2020



Airport Revenues

Where does the money come from?

Fourth Quarter Airport Operations Count - FY2018 to FY2020



	April	May	June
FY2018	3,490	5,822	8,695
FY2019	3,473	5,955	9,153
FY2020	1,376	1,825	3,729



Airport Revenues

Operating Revenue for the Twelve Months Ended June 30, 2020

REVENUE	Twelve Months Ended June 30		YR/YR		FY2020 Budget	% of Budget Used
	FY2020	FY2019	\$ Change	% Change	Annual w/ Carryfwd	
Fixed Base Operations (FBO)	\$ 2,977,186	\$ 3,145,068	\$ (167,883)	(5%)	\$ 2,982,000	100%
Revolver: Fuel Sales	5,200,000	5,200,000	-	0%	5,200,000	100%
Jet Fuel Sales in Excess of Revolving Fund	2,320,046	3,144,810	(824,765)	(26%)	2,000,000	116%
Passenger Facility Charge	552,848	536,264	16,584	3%	525,000	105%
Rental Income	2,110,143	1,875,341	234,801	13%	1,942,600	109%
Fee Income	1,462,663	1,510,694	(48,031)	(3%)	1,397,000	105%
Vehicle Income	128,817	114,040	14,777	13%	114,500	113%
Interest on Investments	93,135	71,547	21,588	30%	25,000	373%
Other Income	919,974	984,754	(64,780)	(7%)	333,300	276%
Total Revenue*	\$ 15,764,811	\$ 16,582,519	\$ (817,708)	(5%)	\$ 14,519,400	109%
OTHER FINANCING SOURCES	FY2020	FY2019	\$ Change	% Change	Annual w/ Carryfwd	% of Budget Used
Transfer from Special Revenue Funds (Fuel Revolver)	-	400,000	(400,000)	(100%)	\$ 400,000	na
Transfer from Passenger Facility Charge Reserve (Retained Earnings)	-	-	-	na	400,000	0%
Transfer from Stabilization Fund	-	75,000	(75,000)	(100%)	-	na
Encumbrance Carryforward	64,061	75,871	(11,810)	(16%)	61,293	105%
Fuel Revolver Fund Balance Unavailable for R/E Calculation	(984,202)	(245,362)	(738,840)	301%	-	na
Voted Use of Certified Retained Earnings - Operations	-	-	-	na	400,000	na
					- na	
Total Other Financing Sources	\$ (920,141)	\$ 305,509	\$ (1,225,650)	(401%)	\$ 1,261,293	(199%)
TOTAL REVENUE AND OTHER FINANCING SOURCES	\$ 14,844,669	\$ 16,888,028	\$ (2,043,359)	(12%)	\$ 15,780,693	99%

*Note: Governments operate on a budgetary basis; therefore revenue earned in excess of the certified budget is not available to offset expenditures in the current fiscal year. Excess revenue and expenditure turnbacks must go through the State of Massachusetts retained earnings certification process before they can be appropriated at a subsequent annual and/or special town meeting. Once certified, retained earnings can only be appropriated at an annual and/or special town meeting.



Airport Expenses

Operating Expenses for the Twelve Months Ended June 30, 2020

OPERATING EXPENSES WITHOUT DEBT	Twelve Months Ended June 30		YR/YR		FY2020 Budget	FY2020 Budget	% of Budget Used
	FY2020	FY2019	\$ Change	% Change	YTD	Annual w/ Carryfwd	
Payroll - Salary	\$ 3,219,753	\$ 3,298,286	\$ (78,534)	(2%)	\$ 3,373,000	\$ 3,373,000	95%
Medicare P/R Tax Expense	45,958	47,782	(1,824)	(4%)	48,900	48,900	94%
Medical Insurance	806,116	776,002	30,114	4%	905,000	905,000	89%
Barnstable County Retirement	702,699	637,150	65,548	10%	692,000	692,000	102%
Fixed Based Operalbins	685,878	692,013	(6,135)	(1%)	689,118	689,118	100%
Revolver: Cost of Fuel	4,215,798	4,954,638	(738,840)	(15%)	5,200,000	5,200,000	81%
Jet Fuel Expense in Excess of Revolving Fund	-	-	-	na	-	-	na
Operations	58,120	65,816	(7,697)	(12%)	86,200	86,200	67%
Service & Maintenance	601,532	678,688	(77,156)	(11%)	934,239	934,239	64%
Administration	1,636,789	1,189,938	446,850	38%	1,323,246	1,323,246	124%
General Insurance	159,221	158,818	403	0%	174,800	174,800	91%
Indirect Costs	200,000	200,000	-	0%	200,000	200,000	100%
Other	228,011	190,556	37,454	20%	310,620	310,620	73%
Total Expenditures - Excluding Debt Service	\$ 12,559,872	\$ 12,889,687	\$ (329,815)	(3%)	\$ 13,937,123	\$ 13,937,123	90%
DEBT SERVICE	FY2020	FY2019	\$ Change	% Change	YTD	Annual w/ Carryfwd	% of Budget Used
Principal	\$ 680,000	\$ 800,000	\$ (120,000)	(15%)	\$ 680,000	\$ 680,000	100%
Interest	316,338	341,088	(24,750)	(7%)	316,338	316,338	100%
Issuance Costs	-	-	-	na	-	-	na
BAN Costs, Principal, Interest	42,279	61,704	(19,425)	(31%)	50,000	50,000	85%
Other	-	-	-	na	-	-	na
Total Debt Service	\$ 1,038,616	\$ 1,202,791	\$ (164,175)	(14%)	\$ 1,046,338	\$ 1,046,338	99%
TOTAL OPERATING EXPENSES AND DEBT SERVICE	\$ 13,598,488	\$ 14,092,479	\$ (493,991)	(16%)	\$ 14,983,461	\$ 14,983,461	91%

Target Debt Service to Total Expense Ratio	12%	12%
Current Debt Service to Total Expense Ratio	8%	9%

*Note: Governments operate on a budgetary basis; therefore revenue earned in excess of the certified budget is not available to offset expenditures in the current fiscal year. Excess revenue and expenditure turnbacks must go through the State of Massachusetts retained earnings certification process before they can be appropriated at a subsequent annual and/or special town meeting. Once certified, retained earnings can only be appropriated at an annual and/or special town meeting.

NANTUCKET MEMORIAL AIRPORT NANTUCKET MEMORIAL AIRPORT - FIVE YEAR FAA CIP

FISCAL YEAR	PROJECT	PROJECT NAME	FAA Entitlement	FAA Discretionary	MassDOT	AIRPORT	TOTAL	NOTES	
On Going Projects	069-2018	EA/EIR Environmental Study	\$ 472,203.00	\$ -	\$ 26,233.50	\$ 26,233.50	\$ 524,670.00	Includes Part A, Part B	
	070-2019	Security and Safety Enhancements (Equipment Upgrades) - Design Only	\$ 195,589.46	\$ -	\$ 31,201.76	\$ 92,208.78	\$ 319,000.00		
	071-2020	Safety and Security Contract 2 - Design, Bidding and Construction Phase Services for Safety and Security Equipment (Perimeter Fencing and gates, Fingerprinting Equipment, Terminal Access Control and Cameras, and Badging Equipment) for Airport Terminal, Administration Building, ARFF Building	\$ 3,820,461.11	\$ -	\$ 607,100.00	\$ 19,354.91	\$ 4,446,916.02		
	072-2020	Reconstruct, Strengthen, Mark, Light and Sign Taxiway E (including Run-up Pads), Remove and Relocate Taxiway A		\$ 20,218,694.00	\$ 349,425.00	\$ 87,357.00	\$ 20,655,476.00	Updated to include construction costs and CA/RE as well.	
	ASMP - 1	TBD	\$ -	\$ -	\$ -	\$ -	\$ -		
	N - 1	Pavement Marking - Annual	\$ -	\$ -	\$ -	\$ 291,100.00	\$ 291,100.00		
	N - 2	Botanical Monitoring - Annual (2020)	\$ -	\$ -	\$ -	\$ 4,400.00	\$ 4,400.00		
	N - 3	Fuel Farm Repairs and Fire Suppression Upgrade	\$ -	\$ -	\$ -	\$ 2,000,000.00	\$ 2,000,000.00	General estimate	
	N - 4	Airport Drainage System Master Plan and Maintenance Plan	\$ -	\$ -	\$ -	\$ 23,309.00	\$ 23,309.00	Cost of Engineering Services Only	
	N - 5	Harbor Pile Removal Project	\$ -	\$ -	\$ -	\$ 150,000.00	\$ 150,000.00	Estimated to include cost of removal. This could vary wildly	
	N - 6	PFAS Management and Mitigation Assistance	\$ -	\$ -	\$ -	\$ 963,000.00	\$ 963,000.00		
	N - 7	Tank Compliance Continuing Support	\$ -	\$ -	\$ -	\$ 22,200.00	\$ 22,200.00		
	N - 8	Hangar Development Review	\$ -	\$ -	\$ -	\$ 14,700.00	\$ 14,700.00		
	N - 9	On-Call Financial Planning Services	\$ -	\$ -	\$ -	\$ 35,000.00	\$ 35,000.00		
		Sub-Total	\$ 4,488,253.57	\$ 20,218,694.00	\$ 1,013,960.26	\$ 3,728,863.19	\$ 29,449,771.02		
	FY '20 Estimated ENTITLEMENT	\$ 1,367,647.00					Confirmed with FAA on August 28, 2020 (used FY2020 values)		
	Unused Entitlement from FY '19	\$ 2,452,814.11					Confirm w/ FAA on August 28, 2020		
	AVAILABLE ENTITLEMENT FOR FY 2020	\$ 3,820,461.11							
	CARRYOVER FROM FY 2020 to 2021	\$ -							
2021	XXX-2021	Safety and Security Contract 2 - Design, Bidding and Construction Phase Services for Safety and Security Equipment (Perimeter Fencing and gates, Fingerprinting Equipment, Terminal Access Control and Cameras, and Badging Equipment) for Airport Terminal, Administration Building, ARFF Building	\$ 460,973.87	\$ -	\$ 877,394.61	\$ 51,219.32	\$ 1,389,587.80		
	XXX-2021	Part C 'EA/EIR Environmental Study	\$ 154,468.89	\$ -	\$ 8,581.61	\$ 8,581.61	\$ 171,632.10	GSE Bldg, RW 6-24, Boat Yard, GHG	
	XXX-2021	Permitting for Airport Master Plan Update (AMPU) five year (5 yr.) Program	\$ 225,000.00	\$ -	\$ 12,500.00	\$ 12,500.00	\$ 250,000.00		
	XXX-2021	Airport Geometry study	\$ 225,000.00	\$ -	\$ 12,500.00	\$ 12,500.00	\$ 250,000.00		
	ASMP - 1	TBD	\$ -	\$ -	\$ -	\$ -	\$ -		
	N - 1	Pavement Marking - Annual	\$ -	\$ -	\$ -	\$ 300,000.00	\$ 300,000.00		
	N - 2	Botanical Monitoring - Annual	\$ -	\$ -	\$ -	\$ 4,400.00	\$ 4,400.00		
	N - 3	Noise Berm EA	\$ -	\$ -	\$ -	\$ 15,000.00	\$ 15,000.00		
	N - 4	MVR Watermain	\$ -	\$ -	\$ -	\$ 2,500,000.00	\$ 2,500,000.00		
	N - 5	POET System Installation and Maintenance	\$ -	\$ -	\$ -	\$ 200,000.00	\$ 200,000.00		
	N - 6	PFAS - Phase 2	\$ -	\$ -	\$ -	\$ 2,500,000.00	\$ 2,500,000.00		
		Sub-Total	\$ 1,065,442.76	\$ -	\$ 910,976.22	\$ 5,604,200.93	\$ 7,580,619.90		
		FY '21 Estimated ENTITLEMENT	\$ 1,367,647.00						
		Unused Entitlement from FY '21	\$ -						
		AVAILABLE ENTITLEMENT FOR FY 2021	\$ 1,367,647.00						
	CARRYOVER FROM FY 2021 to 2022	\$ 302,204.24							
2022	AIP - 1	South Apron Expansion, TW G Relocation, RW 12-30 Decommissioning/Conversion to TW C	\$ 1,309,851.24	\$ 12,415,148.76	\$ 762,500.00	\$ 762,500.00	\$ 15,250,000.00	South Apron Expansion is a safety project to eliminate peak season parking on RW 15-33	
	AIP - 2	MEPA/NEPA for ALP Update Projects (if needed)	\$ 360,000.00	\$ -	\$ 20,000.00	\$ 20,000.00	\$ 400,000.00		
	ASMP - 1	Terminal Area and Terminal Study (ASMP 80%/20%)	\$ -	\$ -	\$ 400,000.00	\$ 100,000.00	\$ 500,000.00	Modified to be ASMP 80%/20%	
	N - 1	Pavement Marking - Annual	\$ -	\$ -	\$ -	\$ 300,000.00	\$ 300,000.00		
	N - 2	Botanical Monitoring - Annual	\$ -	\$ -	\$ -	\$ 4,400.00	\$ 4,400.00		
		Sub-Total	\$ 1,669,851.24	\$ 12,415,148.76	\$ 1,182,500.00	\$ 1,186,900.00	\$ 16,454,400.00		
		FY '22 Estimated ENTITLEMENT	\$ 1,367,647.00						
		Unused Entitlement from FY '21	\$ 302,204.24						
		AVAILABLE ENTITLEMENT FOR FY 2022	\$ 1,669,851.24						
		CARRYOVER FROM FY 2022 to 2023	\$ -						
	2023	AIP - 1	Permitting for ALP Update Projects and RW 6-24 Reconstruction	\$ 450,000.00	\$ -	\$ 25,000.00	\$ 25,000.00	\$ 500,000.00	
		AIP - 2	Apron Reconstruction	\$ 917,647.00	\$ -	\$ 50,980.39	\$ 50,980.39	\$ 1,019,607.78	
		ASMP - 1	Terminal Improvements incl. Front Vestibule, Common Use Ticket Counters and IT Backbone (ASMP 80%/20%)	\$ -	\$ -	\$ 6,400,000.00	\$ 1,600,000.00	\$ 8,000,000.00	Modified to be ASMP 80%/20%
		N - 1	Pavement Marking - Annual	\$ -	\$ -	\$ -	\$ 300,000.00	\$ 300,000.00	
		N - 2	Botanical Monitoring - Annual	\$ -	\$ -	\$ -	\$ 4,400.00	\$ 4,400.00	
		Sub-Total	\$ 1,367,647.00	\$ -	\$ 6,475,980.39	\$ 1,980,380.39	\$ 9,824,007.78		
		FY '23 Estimated ENTITLEMENT	\$ 1,367,647.00						
		Unused Entitlement from FY '22	\$ -						
		AVAILABLE ENTITLEMENT FOR FY 2023	\$ 1,367,647.00						
		CARRYOVER FROM FY 2023 to 2024	\$ -						
2024		AIP - 1	TW C Relocation	\$ 1,367,647.00	\$ 9,252,353.00	\$ 590,000.00	\$ 590,000.00	\$ 11,800,000.00	
		AIP - 1	TW C Relocation, TW F Relocation	\$ -	\$ 7,020,000.00	\$ 390,000.00	\$ 390,000.00	\$ 7,800,000.00	
		ASMP - 1	TBD	\$ -	\$ -	\$ -	\$ -	\$ -	
		N - 1	Pavement Marking - Annual	\$ -	\$ -	\$ -	\$ 300,000.00	\$ 300,000.00	
		N - 2	Botanical Monitoring - Annual	\$ -	\$ -	\$ -	\$ 4,400.00	\$ 4,400.00	
		Sub-Total	\$ 1,367,647.00	\$ 16,272,353.00	\$ 980,000.00	\$ 1,284,400.00	\$ 19,904,400.00		
		FY '24 Estimated ENTITLEMENT	\$ 1,367,647.00						
		Unused Entitlement from FY '23	\$ -						
		AVAILABLE ENTITLEMENT FOR FY 2024	\$ 1,367,647.00						
		CARRYOVER FROM FY 2024 to 2025	\$ -						
	2025	AIP - 1	TBD	\$ -	\$ -	\$ -	\$ -	\$ -	
		ASMP - 1	TBD	\$ -	\$ -	\$ -	\$ -	\$ -	
		N - 1	Pavement Marking - Annual	\$ -	\$ -	\$ -	\$ 300,000.00	\$ 300,000.00	
		N - 2	Botanical Monitoring - Annual	\$ -	\$ -	\$ -	\$ 4,400.00	\$ 4,400.00	
			Sub-Total	\$ -	\$ 5,382,353.00	\$ -	\$ 304,400.00	\$ 304,400.00	
		FY '25 Estimated ENTITLEMENT	\$ 1,367,647.00						
		Unused Entitlement from FY '24	\$ -						
		AVAILABLE ENTITLEMENT FOR FY 2025	\$ 1,367,647.00						
		CARRYOVER FROM FY 2025 to 2026	\$ 1,367,647.00						
2026		AIP - 1	Reconstruct Runway 6-24, Reconstruct Stub Taxiways, and Airfield Lighting Project (Replace CL & TDZ Lights on R/W 6-24)	\$ 2,735,294.00	\$ 30,654,706.00	\$ 1,855,000.00	\$ 1,855,000.00	\$ 37,100,000.00	RW 6 - TW A: PCI (2020) 72, last M&R 2004, TW A - RW 24: PCI (2020) 76, last M&R 2012
		ASMP - 1	TBD	\$ -	\$ -	\$ -	\$ -	\$ -	
		N - 1	Pavement Marking - Annual	\$ -	\$ -	\$ -	\$ 300,000.00	\$ 300,000.00	
		N - 2	Botanical Monitoring - Annual	\$ -	\$ -	\$ -	\$ 4,400.00	\$ 4,000.00	
		N - 3	ATC Tower Window Replacement	\$ -	\$ -	\$ -	\$ -	\$ 30,000.00	
			Sub-Total	\$ 2,735,294.00	\$ 30,654,706.00	\$ 1,855,000.00	\$ 2,159,400.00	\$ 37,434,000.00	
		FY '26 Estimated ENTITLEMENT	\$ 1,367,647.00						
		Unused Entitlement from FY '25	\$ 1,367,647.00						
		AVAILABLE ENTITLEMENT FOR FY 2026	\$ 2,735,294.00						
		CARRYOVER FROM FY 2026 to 2027	\$ -						
	CIP FUNDING TOTALS - On Going Projects through 2026			\$ 12,694,135.57	\$ 84,943,254.76	\$ 12,418,416.86	\$ 16,248,544.50	\$ 120,951,598.70	
	Future Years	AIP - 1	Reconstruct Apron West (commuter apron) or North	\$ 1,367,647.00	\$ 5,382,353.00	\$ 375,000.00	\$ 375,000.00	\$ 7,500,000.00	
		AIP - 2	Reconstruct North Commercial Apron Phase IV	\$ 1,367,647.00	\$ -	\$ 75,980.39	\$ 75,980.39	\$ 1,519,607.78	
		AIP - 3	Reconstruct South Tie-down Apron	\$ 1,367,647.00	\$ 1,512,353.00	\$ 160,000.00	\$ 160,000.00	\$ 3,200,000.00	
		AIP - 4	Rehabilitate (Mill and Overlay) and Strengthen Runway 15-33	\$ 1,367,647.00	\$ 12,132,353.00	\$ 750,000.00	\$ 750,000.00	\$ 15,000,000.00	
AIP - 5		Runway 33 - Taxiway C intersection reconstruction	\$ 1,367,647.00	\$ 432,353.00	\$ 100,000.00	\$ 100,000.00	\$ 2,000,000.00		
AIP - 6		Master Plan Update	\$ 675,000.00	\$ -	\$ 37,500.00	\$ 37,500.00	\$ 750,000.00		
ASMP - 1		Ground Support Equipment (GSE) Storage Building (ASMP 80%/20%)	\$ -	\$ -	\$ 1,880,000.00	\$ 470,000.00	\$ 2,350,000.00	Modified to be ASMP 80%/20%	
ASMP - 2		25,000 Gallon AST (ASMP 80%/20%)	\$ -	\$ -	\$ 720,000.00	\$ 180,000.00	\$ 900,000.00	Modified to be ASMP 80%/20%	
N - 1		TBD	\$ -	\$ -	\$ -	\$ -	\$ -		
N - 2		TBD	\$ -	\$ -	\$ -	\$ -	\$ -		
		Sub-Total	\$ 7,513,235.00	\$ 19,459,412.00	\$ 4,098,480.39	\$ 2,148,480.39	\$ 33,219,607.78		

Notes:
1.

Nantucket Memorial Airport - DRAFT						
FY22 Capital						
CATEGORY	PROJECT NAME	ESTIMATED COST	PROJECT DESCRIPTION	FAA Entitlement/ Discretionary	MassDOT	Airport
AIP Projects	Permitting for Airport Master Plan Update	\$ 250,000	Environmental permitting required for various airfield and airport improvement projects	\$ 225,000	\$ 12,500	\$ 12,500
AIP Projects	ALP Update – Airport Geometry Study	\$ 250,000	Airport Geometry Study project to review non-standard conditions based upon current FAA Standards	\$ 225,000	\$ 12,500	\$ 12,500
AIP Projects	South Apron Expansion	\$ 15,250,000	South Apron expansion to eliminate aircraft parking on runway 15-33, relocation of taxiway G to comply with FAA standards, elimination of dual usage of pavement by decommissioning runway 12-30 and converting to permanent taxiway usage	\$ 13,725,000	\$ 762,500	\$ 762,500
AIP Projects	MEPA/NEPA for ALP Update Projects (if needed)	\$ 400,000	Environmental review for projects based upon the Airport Geometry Study	\$ 360,000	\$ 20,000	\$ 20,000
AIP Projects	Terminal Area and Terminal Study	\$ 500,000	Architectural study to review terminal passenger movement, hold room capacity and functionality (ASMP 80%/20%)	\$ -	\$ 400,000	\$ 100,000
Environmental	Groundwater & Soil Investigation Supplemental	\$ 6,700,000	Supplemental Funding Request to A16'21 Soil & Groundwater Investigation	\$ -	\$ -	\$ 6,700,000
Maintenance/Equipment	Paint and Beads & Rubber & Markings Removal (Multi - Year 5)	\$ 63,000	FAA Part 139 requires the airfield markings to meet certain standards. NMA has developed a multi year plan to break out the removal and re-painting of the airfield. Previously performed by MASS DOT	\$ -	\$ -	\$ 63,000
Maintenance/Equipment	John Deere Z994R Diesel Commercial Z-Trak	\$ 20,000	John Deere Z994R Diesel Commercial Z-Traks - replaced 1 in FY21, replacing the second in FY22	\$ -	\$ -	\$ 20,000
Maintenance/Equipment	Replace A-7	\$ 232,000	Replace the current 6 wheel dump truck that is 26 years old. Additionally, maintenance needs a 10 wheel dump truck instead to meet their needs.	\$ -	\$ -	\$ 232,000
Operations/ARFF	Replace all ARFF Turn-Out Gear	\$ 66,000	This will be used to replace all ARFF Turn-out gear with PFAS free gear once NFPA approved.	\$ -	\$ -	\$ 66,000
Operations/ARFF	Replace Buses (replace 2 of 2, split years)	\$ 88,000	Used by the Operations Department	\$ -	\$ -	\$ 88,000
		\$ 23,819,000		\$ 14,535,000	\$ 1,207,500	\$ 8,076,500
	AIP Projects	\$ 16,650,000	<i>**See breakout below</i>			
	Environmental	\$ 6,700,000				
	Information Technology	\$ -				
	Infrastructure	\$ -				
	Maintenance/Equipment	\$ 315,000				
	Operations/ARFF	\$ 154,000				
	Security	\$ -				
		\$ 23,819,000				
	AIP Projects	\$ 16,650,000				
	FAA Entitlement/Discretionary	\$ 14,535,000				
	MassDOT	\$ 1,207,500				
	Airport	\$ 907,500				
		\$ 16,650,000				



Nantucket Memorial Airport

Monthly Statistical Report

(JULY 2020)



Operations FY2020 - FY2021

	CY 2020						CY2021						
	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTAL
Air Carrier	315												
Air Taxi	4,369												
General Aviation	3,241												
Military	36												
Intinerant	7,961												
Civil	36												
Military	2												
Local	38												
Operations	7,999												
% Change	-44.31%												

JULY 2020 – JULY 2021 Down -44.31%

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTAL	% Change
Operations FY2017	16,538	15,647	11,562	8,426	6,876	6,756	5,061	4,630	4,996	5,312	8,219	10,890	104,913	
Operations FY2018	14,530	14,843	8,418	7,748	6,771	6,324	3,933	2,664	2,462	3,490	5,822	8,695	85,700	-18.31%
Operations FY2019	11,692	11,975	8,013	5,230	3,840	3,065	2,597	2,169	2,655	3,473	5,955	9,153	69,817	-18.53%
Operations FY2020	14,364	14,367	9,830	5,308	4,323	4,129	2,976	2,769	2,404	1,376	1,825	3,729	67,400	-3.46%
Operations FY2021	7,999												7,999	-88.13%



Passenger Enplanements FY2020 - FY2021

FY2021	AIRLINE	CY 2020	AUG	SEP	OCT	NOV	DEC	JAN	FEB	CY 2021	APR	MAY	JUN	TOTAL
		JUL								MAR				
	Cape Air (KAP)	1,838												1,838
	United Airlines	346			CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED		346
	Delta Airlines	477			CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED		477
	JetBlue Airways	2,316				CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	2,316
	Nantucket Air (ACK)	997												997
	Tradewind Aviation	1,256												1,256
	AMERICAN	3,723			CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED		3,723
	Southern Airways	283				CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	41
	Monthly Total	11,236			0	0	0	0	0	0	0	0	0	11,236
	% Change Prior Year	-65.96%												-89.53%

July 2020 – July 2021 Down -65.96%

	JUL
Enplanements FY 2017	29,787
Enplanements FY 2018	28,582
Enplanements FY 2019	30,511
Enplanements FY 2020	33,012
Enplanements FY 2021	11,236



Operations /Enplanements

AIRLINE	OPERATIONS			ENPLANEMENTS		
	FY July 2020	FY July 2021	% Diff.	FY July 2020	FY July 2021	% Diff.
Cape Air (KAP)	891	469	-47%	4,761	1,838	-61%
United Airlines	88	25	-72%	3363	346	-90%
Delta Airlines	21	13	-38%	887	477	-46%
JetBlue Airways	246	78	-68%	15233	2316	-85%
Nantucket Air (ACK)	309	286	-7%	985	997	1%
Tradewind Aviation	426	336	-21%	1592	1256	-21%
USAirways (AMERICAN)	86	61	-29%	5129	3723	-27%
Southern Airways	55	90	64%	113	283	150%
Monthly Total	2,122	1,358	-36%	32,063	11,236	-65%



Nantucket Memorial Airport

American and JETBLUE Average Load Factor ACK-DCA

Nantucket Memorial Airport Total Passenger Enplanements American 78 SEATS (DCA)								
	2020					2019		
	Enplanements	# of flights	Average # of Pax per flight	Capacity	Average Load Factor %	Enplanement Change %	Enplaned	Deplaned
January	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED
February	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED
March	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED
April	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED
May	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED
June	323	12	26.92	78	35%	-79%	1529	1961
July	2158	37	58.32	78	75%	-34%	3269	3099

Nantucket Memorial Airport Total Passenger Enplanements JET BLUE 100 SEATS (DCA)								
	2020					2019		
	Enplanements	# of flights	Average # of Pax per flight	Capacity	Average Load Factor %	Enplanement Change %	Enplaned	Deplaned
January	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED
February	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED
March	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED
April	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED
May	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED
June	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED
July	822	32	25.69	100	26%	-21%	1036	1232



DCA Market

DCA	July	July	Change	% Chnge
	2019	2020		
JetBlue	1036	822	-214	-21%
American	3269	2158	-1111	-34%
	4305	2980	-1325	-31%



Nantucket Memorial Airport

Cape Air and JETBLUE Average Load Factor ACK-BOS

Nantucket Memorial Airport Total Passenger Enplanements

CAPE AIR 9 Seats (BOSTON)

CAPE AIR 9 Seats (BOSTON)								
	2020					2019		
	Enplanements	# of flights	Average # of Pax per flight	Capacity	Average Load Factor %	Enplanement Change %	Enplaned	Deplaned
January	833	224	3.72	9	41%	3%	811	827
February	745	206	3.62	9	40%	-9%	820	737
March	430	154	2.79	9	31%	-52%	903	1034
April	58	55	1.05	9	12%	-95%	1160	1302
May	212	128	1.66	9	18%	-91%	2335	2472
June	812	248	3.27	9	36%	-75%	3200	3348
July	1337	294	4.55	9	51%	-64%	3704	3557

Nantucket Memorial Airport Total Passenger Enplanements

JET BLUE 100 SEATS (BOSTON)

JET BLUE 100 SEATS (BOSTON)								
	2020					2019		
	Enplanements	# of flights	Average # of Pax per flight	Capacity	Average Load Factor %	Enplanement Change %	Enplaned	Deplaned
January	CLOSED	CLOSED	CLOSED	100	CLOSED	CLOSED	CLOSED	CLOSED
February	CLOSED	CLOSED	CLOSED	100	CLOSED	CLOSED	CLOSED	CLOSED
March	CLOSED	CLOSED	CLOSED	100	CLOSED	CLOSED	CLOSED	CLOSED
April	CLOSED	CLOSED	CLOSED	100	CLOSED	CLOSED	CLOSED	CLOSED
May	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED
June	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED
July	822	32	25.69	100	26%	-79%	3830	3807



BOS Market

BOS				
	July	July	Change	% Chnge
	2019	2020		
Cape	3704	1337	-2367	-64%
Jet Blue	3830	822	-3008	-79%
	7534	2159	-5375	-71%



Nantucket Memorial Airport

Cape Air Average Load Factor ACK-EWB

Nantucket Memorial Airport Total Passenger Enplanements CAPE AIR 9 Seats (EWB)								
		2020					2019	
	Enplanements	# of flights	Average # of Pax per flight	Capacity	Average Load Factor %	Enplanement Change %	Enplaned	Deplaned
January	108	28	3.86	9	43%	-54%	233	230
February	69	24	2.88	9	32%	-53%	147	145
March	34	18	1.89	9	21%	-76%	143	149
April	5	12	0.42	9	5%	-97%	172	168
May	46	20	2.30	9	26%	-81%	242	222
June	115	31	3.71	9	41%	-66%	335	403
July	274	64	4.28	9	48%	-64%	756	740



Nantucket Memorial Airport

United Average Load Factor ACK-IAD

Nantucket Memorial Airport Total Passenger Enplanements UNITED 50 SEATS (IAD)								
	2020				2019			
	Enplanements	# of flights	Average # of Pax per flight	Capacity	Average Load Factor %	Enplanement Change %	Enplaned	Deplaned
January	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED
February	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED
March	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED
April	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED
May	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED
June	78	10	7.80	50	16%	CLOSED	CLOSED	CLOSED
July	346	25	13.84	50	28%	CLOSED	CLOSED	CLOSED



Nantucket Memorial Airport

Cape Air Average Load Factor ACK-HPN

Nantucket Memorial Airport Total Passenger Enplanements CAPE AIR 9 Seats (HPN)								
		2020					2019	
	Enplanements	# of flights	Average # of Pax per flight	Capacity	Average Load Factor %	Enplanement Change %	Enplaned	Deplaned
January	CLOSED	CLOSED	0.00	9	0%	CLOSED	CLOSED	CLOSED
February	CLOSED	CLOSED	0.00	9	0%	CLOSED	CLOSED	CLOSED
March	CLOSED	CLOSED	0.00	9	0%	CLOSED	CLOSED	CLOSED
April	CLOSED	CLOSED	0.00	9	0%	CLOSED	CLOSED	CLOSED
May	CLOSED	CLOSED	0.00	9	0%	CLOSED	CLOSED	CLOSED
June	29	9	3.22	9	36%	-83%	173	161
July	80	29	2.76	9	31%	-63%	214	209



Nantucket Memorial Airport

Cape Air and ACK Air Average Load Factor ACK-HYA

Nantucket Memorial Airport Total Passenger Enplanements CAPE AIR 9 Seats (HYA)								
	2020				2019			
	Enplanements	# of flights	Average # of Pax per flight	Capacity	Average Load Factor %	Enplanement Change %	Enplaned	Deplaned
January	2	9	0.22	9	2%	-95%	38	7
February	99	27	3.67	9	41%	1314%	7	3
March	68	15	4.53	9	50%	1260%	5	5
April	21	22	0.95	9	11%	950%	2	0
May	112	58	1.93	9	21%	559%	17	14
June	115	61	1.89	9	21%	785%	13	1
July	11	48	0.23	9	3%	-21%	14	9

Nantucket Memorial Airport Total Passenger Enplanements ACK AIR 9 Seats (HYA)								
	2020				2019			
	Enplanements	# of flights	Average # of Pax per flight	Capacity	Average Load Factor %	Enplanement Change %	Enplaned	Deplaned
January	775	165	4.70	9	52%	65%	470	369
February	647	151	4.28	9	48%	88%	344	291
March	375	121	3.10	9	34%	-26%	507	363
April	84	56	1.50	9	17%	-81%	433	351
May	284	102	2.78	9	31%	-46%	526	388
June	613	198	3.10	9	34%	-9%	674	98
July	997	286	3.49	9	39%	1%	985	1002

Nantucket Memorial Airport Total Passenger Enplanements Southern Airways 9 Seats (HYA)								
	2020				2019			
	Enplanements	# of flights	Average # of Pax per flight	Capacity	Average Load Factor %	Enplanement Change %	Enplaned	Deplaned
January	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED
February	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED
March	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED
April	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED
May	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED
June	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED
July	96	31	3.10	9	34%	0%	0	0



HYA Market

HYA				
	July	July	Change	% Change
	2019	2020		
Cape	14	11	-3	-21%
ACK	985	997	12	1%
Southern	0	96	96	
	999	1104	105	11%



Nantucket Memorial Airport

Cape Air and JETBLUE Average Load Factor ACK-JFK

Nantucket Memorial Airport Total Passenger Enplanements CAPE AIR 9 Seats (JFK)								
	2020					2019		
	Enplanements	# of flights	Average # of Pax per flight	Capacity	Average Load Factor %	Enplanement Change %	Enplaned	Deplaned
January	18	4	4.50	9	50%	-80%	92	92
February	0	0	#DIV/0!	9	#DIV/0!	-100%	89	100
March	0	0	#DIV/0!	9	#DIV/0!	-100%	97	138
April	0	0	#DIV/0!	9	#DIV/0!	-100%	135	125
May	12	8	1.50	9	17%	-85%	80	82
June	114	29	3.93	9	44%	100%	0	0
July	106	26	4.08	9	45%	100%	0	0

Nantucket Memorial Airport Total Passenger Enplanements JET BLUE 100 SEATS (JFK)								
	2020					2019		
	Enplanements	# of flights	Average # of Pax per flight	Capacity	Average Load Factor %	Enplanement Change %	Enplaned	Deplaned
January	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED
February	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED
March	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED
April	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED
May	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED
June	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED
July	1166	31	37.61	100	38%	-82%	6585	7434



JFK Market

JFK				
	July	July	Change	% Chnge
	2019	2020		
JetBlue	6585	1166	-5419	-82%
Cape Air	0	106	106	
	6585	1272	-5313	-81%



Nantucket Memorial Airport

American and Delta Average Load Factor ACK-LGA

Nantucket Memorial Airport Total Passenger Enplanements American 78 SEATS (LGA)								
	2020				2019			
	Enplanements	# of flights	Average # of Pax per flight	Capacity	Average Load Factor %	Enplanement Change %	Enplaned	Deplaned
January	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED
February	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED
March	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED
April	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED
May	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED
June	0	0	0.00	78	0%	0%	0	0
July	721	17	42.41	78	54%	-55%	1611	1755

Nantucket Memorial Airport Total Passenger Enplanements DELTA 50 SEATS (LGA)								
	2020				2019			
	Enplanements	# of flights	Average # of Pax per flight	Capacity	Average Load Factor %	Enplanement Change %	Enplaned	Deplaned
January	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED
February	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED
March	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED
April	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED
May	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED
June	73	3	24.33	50	49%	-86%	509	665
July	477	13	36.69	50	73%	-46%	887	930



LGA Market

LGA				
	July	July	Change	% Chnge
	2019	2020		
American	1611	721	-890	-55%
Delta	887	477	-410	-46%
	2498	1198	-1300	-52%



Nantucket Memorial Airport

American Average Load Factor ACK-CLT

Nantucket Memorial Airport Total Passenger Enplanements American 78 SEATS (CLT)								
	2020				2019			
	Enplanements	# of flights	Average # of Pax per flight	Capacity	Average Load Factor %	Enplanement Change %	Enplaned	Deplaned
January	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED
February	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED
March	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED
April	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED
May	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED
June	79	2	39.50	78	51%	-47%	148	266
July	225	4	56.25	78	72%	-10%	249	283



Nantucket Memorial Airport

Cape Air Average Load Factor ACK-MVY

Nantucket Memorial Airport Total Passenger Enplanements CAPE AIR 9 Seats (MVY)								
		2020					2019	
	Enplanements	# of flights	Average # of Pax per flight	Capacity	Average Load Factor %	Enplanement Change %	Enplaned	Deplaned
January	102	30	3.40	9	38%	264%	28	25
February	102	33	3.09	9	34%	827%	11	6
March	54	28	1.93	9	21%	0%	54	95
April	3	2	1.50	9	17%	-89%	27	21
May	10	3	3.33	9	37%	-66%	29	25
June	26	9	2.89	9	32%	-13%	30	152
July	30	8	3.75	9	42%	-59%	73	139



Nantucket Memorial Airport

Southern Average Load Factor ACK-PVD

Nantucket Memorial Airport Total Passenger Enplanements Southern Airways 9 Seats (PVD)								
		2020					2019	
	Enplanements	# of flights	Average # of Pax per flight	Capacity	Average Load Factor %	Enplanement Change %	Enplaned	Deplaned
January	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED
February	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED
March	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED
April	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED
May	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED
June	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED
July	62	22	2.82	9	31%	38%	45	41



Nantucket Memorial Airport

Southern Average Load Factor ACK-OWD

Nantucket Memorial Airport Total Passenger Enplanements Southern Airways 9 Seats (OWD)								
		2020					2019	
	Enplanements	# of flights	Average # of Pax per flight	Capacity	Average Load Factor %	Enplanement Change %	Enplaned	Deplaned
January	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED
February	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED
March	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED
April	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED
May	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED
June	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED
July	125	37	3.38	9	38%	191%	43	58



Jet A Gallons sold FY 2017 – FY 2021

	<u>July</u>	<u>Aug</u>	<u>Sep</u>	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>	<u>Jan</u>	<u>Feb</u>	<u>Mar</u>	<u>Apr</u>	<u>May</u>	<u>June</u>	<u>Total</u>
FY17	402,398.0	341,424.0	145,201.0	52,648.0	19,657.0	25,742.0	3,535.0	7,751.0	6,339.0	25,649.0	80,204.4	199,254.0	1,309,802.4
FY 18	384,477.0	359,991.0	156,476.0	68,930.0	37,252.0	28,032.0	5,751.0	9,210.0	8,783.0	32,660.0	72,878.0	197,662.0	1,362,102.0
FY19	375,956.0	430,235.0	201,124.0	66,758.0	43,835.0	23,406.0	7,878.0	12,091.0	7,721.0	27,197.0	68,438.0	219,951.0	1,484,590.0
FY 20	407,550.0	435,334.0	200,320.0	75,088.0	27,165.0	23,409.0	8,916.0	6,802.0	11,897.0	6,451.0	28,600.0	157,699.0	1,389,231.0
FY 21	349,605.0												
	-14.22%												

July 2020 – July 2021 Down -14.22%

	<u>July</u>
2017 Jet A	402,398.00
2018 Jet A	384,477.00
2019 Jet A	375,956.00
2020 Jet A	407,550.00
2021 Jet A	349,605.00



AvGas (100LL) Gallons Sold FY2017 - FY2021

	<u>July</u>	<u>Aug</u>	<u>Sep</u>	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>	<u>Jan</u>	<u>Feb</u>	<u>Mar</u>	<u>Apr</u>	<u>May</u>	<u>June</u>	<u>Total</u>
FY 2017	26,296.7	25,032.4	16,766.8	11,119.6	5,527.0	5,334.0	3,167.0	2,750.0	3,111.5	5,176.0	10,535.5	13,789.4	128,605.9
FY 2018	19,705.4	21,362.2	13,381.8	9,774.9	5,313.5	4,070.0	2,982.8	2,939.1	3,998.1	6,661.6	11,402.3	15,457.7	117,049.4
FY 2019	21,609.2	24,059.7	14,611.3	10,169.6	7,483.1	6,141.3	4,988.9	3,441.8	5,691.2	6,532.1	11,433.0	15,636.7	131,797.9
FY 2020	21,303.1	21,364.0	15,548.0	8,914.0	8,057.0	7,508.0	4,705.0	4,998.0	3,820.0	4,075.0	2,734.0	8,431.0	111,457.1
FY 2021	13,952.0												
	-34.51%												

July 2020 – July 2021 Down – 34.51%

	<u>July</u>
2017 AvGas	26,296.70
2018 AvGas	19,705.40
2019 AvGas	21,609.20
2020 AvGas	21,303.10
2021 AvGas	13,952.00



Nantucket Memorial Airport

- FY 2020 monthly freight -

AIRLINE	2020						FY21							TOTAL
	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN		
Cape Air (KAP)	110,782						40,542	30,491	37,151	46,730	56,661	71,470	393,827	
Wiggins-FedEx	119,676						22,895	21,274	32,468	35,070	51,564	86,602	369,549	
Wiggins-UPS	13,329						9,008	5,878	14,187	13,906	17,470	7,549	81,327	
Allies Air Freight	CLOSED						6,533	5,572	4,794	CLOSED	CLOSED	CLOSED	16,899	
Monthly Total	243,787						78,978	63,215	88,600	95,706	125,695	165,621	861,602	
% Change Prior Year	8.31%						-4.37%	-14.06%	-2.97%	-34.30%	-30.78%	-23.17%		

2019 – July 2020 July UP 8.31%

Freight	July
FY 2017	200,823.0
FY 2018	204,698.0
FY 2019	214,878.0
FY 2020	225,081.0
FY 2021	243,787.0



Monthly Freight

	Jul-19	Jul-20	Lbs Inc/(Dec) over PY	% Inc/(Dec) over PY
Cape Air Freight	27,694	30,681	2,987	11%
USPS (Cape Air)	70,932	80,101	9,169	13%
Fed Ex (Wiggins)	103,957	119,676	15,719	15%
UPS (Wiggins)	7,768	13,329	5,561	72%
Allies Air Freight	15,090		-(15,090)	-100%



July Noise Complaint Summary:

July 2020 – 44 Noise Complaints

Forty-four (44) noise complaints were received from fifteen (15) residents). Complaints consisted of:

- 33 complaints from 12 residents concerning flights operating under IFR.
- 7 complaints from 2 resident regarding VFR flights operating outside of established noise abatement corridors. Upon further investigation, it was determined that:
 - 5 of these were due to pilot's discretion, and follow up was provided to the operator of record for these flights
 - 2 of these were due to countermanding ATC instructions
- 2 complaints from 2 residents where not enough information was given to initiate an adequate investigation.
- 1 complaint regarding South ramp ground noise.
- 1 complaint regarding Law Enforcement helicopter operations.

Responses were requested by eleven (11) of the residents submitting complaints. Responses were provided by letter in response to 10 out of these 11 requests (91%).



Nantucket Memorial Airport