



CITY OF AVON PARK

Highlands County, Florida

May 5, 2023

Mr. Miquel Martinez
Program Manager
Federal Aviation Administration
Orlando Airports District Office
5950 Hazeltine National Drive, Suite 400
Orlando, FL 32822

Dear Mr. Martinez

Subject: Avon Park Executive Airport; Avon Park, FL
FY 2023 Airport Improvement Program
Application

Enclosed please find an FY2023 Airport Improvement Program grant application for the following project at the Avon Park Executive Airport:

1. Airport Investment Partnership Program Application and Due Diligence to the point of the AIPP application submittal to FAA, Phase 2

The following items are enclosed for this project:

- ✓ Standard Form 424 -- Application for Federal Assistance
- ✓ FAA Application Form 5100-101 – Planning Grant
- ✓ Detailed Project Information Sheet
- ✓ Individual Project Cost Breakdowns and Total Cost Summary
- ✓ Scope of Services and Estimated Hours
- ✓ Independent Fee Estimates:
 - These are in process and will be provided in the next few weeks
- ✓ Certification on Drug Free Program
- ✓ Certification on Consultants
- ✓ Certification on Conflict of Interest



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All of the services are ready to move once the grant is signed.

The requested amount is Federal funds of \$304,000, the City will match this with \$33,777 of local funds to total a grant of \$337,777 to develop the Airport Investment Partnership Program application including due diligence required for the AIPP application during and after the FAA review of the application. This grant covers due diligence by the City after submittal of the AIPP application and if approved by FAA for the final due diligence prior to execution of a long-term lease for KAVO. We anticipate submitting the AIPP application to FAA in May 2023 or early June 2023. This grant provides due diligence in follow up to FAA comments and questions on various parts of the AIPP application, providing an appraisal of the long-term lease, and finalizing the lease agreement and supporting documents in response to FAA comments to ensure the AIPP process is finalized on behalf of the City and FAA in accordance with Federal requirements. We are requesting a Letter of Credit method of payment for this grant agreement.

Sincerely,

Melody Sauerhafer
City of Avon Park
Director of Finance