Selecting and Programming Airport Projects

Purpose
To establish the authority for the development of the Utah Department of Transportation (Department) Statewide Airport Capital Improvement Program (ACIP) and to outline the policies and procedures involved in this process.

Policy
The Utah Transportation Commission annually approves a 5-year Statewide ACIP for public use airports in Utah. The ACIP is a statewide planning document of future airport projects with corresponding cost estimates.

Selecting Projects
The ACIP is prepared by the Division of Aeronautics Staff in conjunction with the Federal Aviation Administration (FAA) Airport District Office and individual airport sponsors.

The following statements apply when selecting projects:

1 – Project Selection Priorities
The first priority for the use of statewide aviation funds is to help match eligible federally funded projects.

The remaining state funds are then applied to projects in the following priority order, with preservation and safety projects given highest consideration:

a) Runway projects
b) Taxiway projects
c) Apron projects
d) Other projects

The project selection process may consider the following factors:

a) Available funding
b) Number of based aircraft
c) Project type (preservation, planning, new capacity, upgrades)
d) Pavement condition
e) Safety issues
f) Local area zoning and land use plans
g) Other staff considerations such as economies of scale, equitable and geographic distribution of funding, cooperation with adjacent development, and support for economic development.
Projects are selected from local airport development plans (ADP), pavement condition reports, recommendations from the FAA Airports District Office, and various other government agency requests.

**Funding Projects**
The following statements apply when funding projects:

1 – **Annual ACIP Approval**

The 5-year ACIP is taken to the Utah Transportation Commission each year for initial review and again for approval. The ACIP is considered an anticipated plan, which is realized only as funding is made available for each project.

2 – **ACIP Amendments**

**New Projects**
Projects of up to $250,000 are reviewed and approved by the Department’s Deputy Director.

Projects over $250,000 are reviewed and approved by the Utah Transportation Commission.

**Project Scope Changes, Project Funding Modifications**
Scope changes and funding modifications to existing Commission approved projects of up to $100,000 may be approved by the Department’s Director of Aeronautics.

Scope changes and funding modifications to existing Commission approved projects of over $100,000 and up to $250,000 are reviewed and approved by the Department’s Director of Program Development.

Scope changes and funding modifications to existing Commission approved projects of over $250,000 are reviewed and approved by the Utah Transportation Commission.

**Definitions**

**ACIP** – A 5-year Statewide Airport Capital Improvement Plan showing future projects and cost estimates.

**ADP** – A multi-year Airport Development Plan