



NATRONA COUNTY BOARD OF COUNTY COMMISSIONERS

AGENDA

Paul Bertoglio, Commissioner
Forrest Chadwick, Commissioner
Rob Hendry, Commissioner
Brook Kaufman, Commissioner
Jim Milne, Commissioner

Tuesday, April 7, 2020 5:30 p.m.
Natrona County Courthouse, 200 North Center, Casper, Wyoming
Large Courtroom, 2nd Floor
Teleconference: 235-9518

- I. CALL MEETING TO ORDER**
- II. ROLL CALL**
- III. PLEDGE OF ALLEGIANCE**
- IV. APPROVAL OF CONSENT AGENDA**
- V. PUBLIC COMMENTS**

Your input is valuable. Please visit www.natrona.net/publiccomment and complete the interactive form with your name, address, phone number and a brief description of the subject matter. Upon submission, the information you provided will be delivered to our office. When the public comment period opens, you will be contacted by phone and placed on speaker to share your thoughts with the Commission. To avoid feedback, please mute your computer speakers. So that we can hear you clearly, please silence any other distractions. Tune into the Natrona County YouTube Channel and watch the meeting live. Please contact the County Commissioners' Office at (307) 235-9202 with any questions or if you do not have internet. Deadline for submission is 5:00 p.m. Monday, April 6th.
- VI. COMMISSIONER COMMENTS**
- VII. ADJOURNMENT**

Agendas are subject to amendments



**NATRONA COUNTY
BOARD OF COUNTY COMMISSIONERS**

Paul Bertoglio, Commissioner
Forrest Chadwick, Commissioner
Rob Hendry, Commissioner
Brook Kaufman, Commissioner
Jim Milne, Commissioner

CONSENT AGENDA

Tuesday, April 17, 2020 5:30 p.m.
Natrona County Courthouse, 200 North Center Street, Casper, Wyoming
Large Courtroom, 2nd Floor
Teleconference: 235-9518

- I. APPROVAL OF MARCH 17, 2020 MEETING MINUTES
APPROVAL OF MARCH 19, 2020 SPECIAL MEETING MINUTES
APPROVAL OF MARCH 23, 2020 SPECIAL MEETING MINUTES
APPROVAL OF MARCH 25, 2020 SPECIAL MEETING MINUTES**
- II. APPROVAL OF BILLS \$2,682,128.93**
- III. CONTRACTS, AGREEMENTS, RESOLUTIONS:**
 - A. FAA Grant Agreement; Casper-NCIA; AIP Grant No: 3-56-0004-061-2020 (Contract No. DOT-FA20NM-1016); DUNS No.: 09-276-6013
 - B. Alcova Reservoir Trailer Lot Lease – Todd & Nancy Vencill
 - C. Alcova Reservoir Trailer Lot Lease – Tim Smith, Debra Smith, Tracis Smith, Tessi Smith
 - D. Metro Ethernet Service
 - E. Contract for Professional Services between NC BOCC and WLC Engineering-Consulting \$23,900.00
 - F. Resolution 11-20 Joint Delegation of Authority For Covid-19 Response Resolution
- IV. STATEMENT OF EARNINGS:** Clerk of Court \$27,084.24; Development \$8,158.02; County Clerk \$171,159.90; Lake \$1,705.00; Mountain \$230.00
- V. LICENSES**
 - A. Black Hills Bentonite, LLC-CR#110/33 Mile Rd-A Staging Area Access Approach-lic. #29-20-04
 - B. Black Hills Bentonite, LLC-CR#110/33 Mile Rd-A Mine Haul Road Approach-lic. #29-20-05
 - C. Kevin & Vera Knopik-CR#506/East End Rd-Driveway-lic. #29-20-06
- VI. TAXROLL CORRECTION 2018:** Troopers Drum & Bugle Corps Inc -\$7,741.21; Troopers Drum & Bugle Corps Inc -\$1,223.09
- VII. BOARD APPOINTMENTS**
 - A. Ben Barker-Appointment to the Planning & Development Board of appeals (PDBOA)(term ending 12-31-2020)
 - B. Tom Reeder-Reappointment to the Planning & Development Board of appeals (PDBOA)(term ending 12-31-2021)
 - C. Dennis Corr-Reappointment to the Planning & Development Board of appeals (PDBOA)(term ending 12-31-2021)

Agendas are subject to amendments

**BOARD OF COUNTY COMMISSIONERS
MINUTES OF PROCEEDINGS
March 17, 2020**

The regular meeting of the Board of County Commissioners was brought to order at 5:36 p.m. by Chairman Rob Hendry. Those in attendance were Commissioner Chairman Paul Bertoglio, Commissioner Jim Milne, Commissioner Brook Kaufman, Commissioner Forrest Chadwick, County Attorney Eric Nelson and Commissioners' Assistant Michelle Maines.

Consent Agenda:

Commissioner Chadwick moved for approval of the Consent Agenda. Commissioner Bertoglio seconded the motion.

Public Comments:

Chairman Hendry opened the floor to Public Comments.

Hearing comments the floor was closed.

Commissioner Comments:

Chairman Hendry opened the floor to Commissioner Comments.

Brief COVID-19 review from today's work session.

Hearing no further comments the floor was closed.

Adjournment:

There being no further business to come before the Board of Commissioners, Chairman Hendry adjourned the meeting at 5:43 p.m.

BOARD OF NATRONA COUNTY COMMISSIONERS

Robert L. Hendry, Chairman

ATTEST:

NATRONA COUNTY CLERK

Tracy Good

**BOARD OF COUNTY COMMISSIONERS
MINUTES OF PROCEEDINGS
March 19, 2020**

The special meeting of the Board of County Commissioners was brought to order at 11:00 a.m. by Chairman Hendry. Those in attendance were Commissioner Paul Bertoglio, Commissioner Jim Milne, Commissioner Forrest Chadwick, Commissioner Brook Kaufman (via phone), Eric Nelson, County Clerk Tracy Good and Commissioners' Assistant Michelle Maines.

Commissioner Discussion:

Treasurer Doyle and Clerk Good discussed office procedures pertaining to a partial shutdown.

11:15a.m. to 11:44a.m. Commissioners broke to go into executive session and reconvened.

Contracts, Agreements, Resolutions:

a. Resolution 08-20 Appointing Additional Deputy NC Health Officer and Repealing all Restriction in Conflict herewith-Marty Ellbogen M.D.

Commissioner Bertoglio moved for approval of Resolution 08-20. Commissioner Milne seconded the motion. Motion carried.

Commissioner Discussion:

Commissioner Chadwick moved to take emergency action to restrict access to all County buildings, omitting the Townsend Justice Center, Hall of Justice and Detention Center. Commissioner Kaufman seconded the motion. Motion carried.

Special meeting will follow to ratify the Resolution allowing limited access and restrictions. Meeting will be handled remotely.

Commissioner Chadwick moved to approve the COVID19 Procedure. Commissioner Bertoglio seconded the motion. Motion carried.

Adjournment:

There being no further business to come before the Board of Commissioners, Chairman Hendry adjourned the meeting at 2:36 p.m.

BOARD OF NATRONA COUNTY COMMISSIONERS

Robert L. Hendry, Chairman

ATTEST:

NATRONA COUNTY CLERK

Tracy Good

**BOARD OF COUNTY COMMISSIONERS
MINUTES OF PROCEEDINGS
March 23, 2020**

The special meeting of the Board of County Commissioners was brought to order at 3:00 p.m. by Chairman Hendry via teleconference. Those in attendance were Commissioner Paul Bertoglio, Commissioner Jim Milne, Commissioner Forrest Chadwick, Commissioner Brook Kaufman, County Attorney Eric Nelson, Deputy-County Attorney Charmaine Reed, County Clerk Tracy Good and Commissioners' Assistant Michelle Maines.

Contracts, Agreements, Resolutions:

Resolution 09-20 Recognizing COVID-19 Pandemic

Commissioner Chadwick moved for approval of Resolution 09-20. Commissioner Kaufman seconded the motion. Motion carried.

Ratification of Resolution 10-20 Temporarily Closing Certain County Buildings and Requiring the Public to Conduct Business via Mail, Email, and Telephone

Commissioner Chadwick moved for approval of Resolution 10-20. Commissioner Bertoglio seconded the motion. Motion carried.

Chairman Hendry authorized the use of his signature stamp.

Adjournment:

There being no further business to come before the Board of Commissioners, Chairman Hendry adjourned the meeting at 3:16 p.m.

BOARD OF NATRONA COUNTY COMMISSIONERS

Robert L. Hendry, Chairman

ATTEST:

NATRONA COUNTY CLERK

Tracy Good

BOARD OF COUNTY COMMISSIONERS
MINUTES OF PROCEEDINGS
March 25, 2020

The special meeting of the Board of County Commissioners was brought to order at 11:01 a.m. by Chairman Hendry. Those in attendance were Commissioner Paul Bertoglio, Commissioner Jim Milne, Commissioner Forrest Chadwick, Commissioner Brook Kaufman, Eric Nelson, County Clerk Tracy Good and Commissioners' Assistant Michelle Maines.

Commissioner Kaufman moved to going into Executive Session for the purpose of legal advice. Commissioner Chadwick seconded the motion. Motion carried.

Executive Session: 11:03 a.m. to 12:07 p.m.

Commissioner Kaufman moved to come out of Executive Session. Commissioner Bertoglio seconded the motion. Motion carried.

Adjournment:

There being no further business to come before the Board of Commissioners, Chairman Hendry adjourned the meeting at 12:07 p.m.

BOARD OF NATRONA COUNTY COMMISSIONERS

Robert L. Hendry, Chairman

ATTEST:

NATRONA COUNTY CLERK

Tracy Good

Newspaper listing for Bills 3/11/2020 through 3/31/2020

191 vendors listed

Total: \$ 2,682,128.93

12-24 CLUB INC \$2815.33	KIESTER, JILL \$915.69
71 CONSTRUCTION \$695.80	KIMBALL MIDWEST \$553.77
ABC LEGAL SVCS \$850.00	KONE INC \$537.94
ACCURATE CONTROLS INC \$516.83	LIFETIME HEALTH & FITNESS \$909.26
AFLAC PREMIUM HOLDING \$3197.26	LITTLE AMERICA \$968.00
AIRGAS USA \$5102.18	LOU'S GLOVES \$76.00
ALCOHOL & DRUG TESTING \$2264.70	LUM STUDIO \$6052.50
ALL AROUND TOWING & RECOVERY \$7700.00	M.A.D. TRANSPORTATION & TOWING \$6600.00
ALL OUT FIRE \$485.00	MAGIC CITY STOVES \$258.99
ALSCO \$720.79	MAO PHARMACY INC \$14092.02
AMAZON CAPITAL SVCS \$1360.80	MAYER, BENNETT L \$50.00
AMBI MAIL & MARKETING \$9303.31	MCMURRY READY MIX \$18242.40
AMERI-TECH EQUIPTCO \$106680.60	MIDWEST MEDICAL SUPPLY \$744.12
ANYTIME RECOVERY \$700.00	MOORE, CHRISTOPHER dba PRINTWORKS \$1584.06
ARTISTIC CUSTOM BADGES AND COINS \$130.00	MTN STATES LITHOGRAPHING \$112.64
ATLAS OFFICE PROD \$1592.53	NAPA AUTO PARTS \$2106.81
AXIS FORENSIC TOXICOLOGY \$1580.00	NATIONAL TEST SYS \$1426.50
B & B RUBBER STAMP SHOP \$92.15	NC EMPLOYEE \$938262.01
BATTERIES PLUS BULBS OF CASPER \$15.95	NC TREASURER \$339359.64
BENNETT, THOMAS L MD \$14316.78	NEWCOMER FUNERAL HOME & CREMATORY \$1000.00
BERTOGLIO, PAUL \$424.26	NMS LABS/NATIONAL MEDICAL SVCS \$280.00
BIG D OIL \$56.15	NORCO SEATTLE \$3035.32
BIOLYNCEUS \$1395.62	NORTON ROSE FULBRIGHT US LLP \$3124.65
BLACK HILLS ENERGY \$15952.52	ON THE HOOK \$6300.00
BLAKEMAN PROPANE \$1542.07	ORCHARD TRUST \$8740.56
BLOEDORN LUMBER \$114.09	OUTPATIENT RADIOLOGY \$3043.46
BLUE TARP CREDIT SVCS \$39.99	PACIFIC STEEL & RECYCLING \$396.18
BMC SOFTWARE INC \$1609.26	PRIMROSE OIL CO INC \$726.04
BOB BARKER INC \$12698.14	PROCESS SVC OF WY INC \$2745.00
BROWN LAW OFFICE P.C. \$5649.28	PROFESSIONAL PATHOLOGY OF WYPC \$186.00
CA STATE DISBURSEMENT \$378.00	RECONNECT \$433.81
CAEDA \$1666.68	REDWOOD TOXICOLOGY LABORATORY \$38.50
CAPITAL BUSINESS SYS \$265.42	RICOH USA INC \$1027.85
CAPITAL BUSINESS SYS INC \$342.79	RMP \$32300.55
CARBON COUNTY CLERK \$153.45	ROCKY MOUNTAIN INFECTIOUS DISEASES PC \$341.00
CARROT-TOP INDUSTRIES \$334.78	RT COMMUNICATIONS INC \$40.03
CASPER CONTRACTOR'S SUPPLY INC \$178.32	SAFETY- KLEEN SYS INC \$361.80
CASPER MEDICAL IMAGING PC \$810.52	SAM'S CLUB/SYNCHRONY BANK \$126.45
CASPER- NC HEALTH DEPARTMENT \$59973.17	SECRETARY OF STATE \$30.00
CASPER TIRE INC \$846.95	SHAMROCK FOODS CO \$25455.93
CASTEEL II, ROBERT S \$5603.60	SINCLAIR FLEET TRACK \$506.29
CENTURYLINK \$9235.97	SIX ROBBLEES' INC \$1554.88
CIRCUIT COURT OF THE SEVENTH \$2466.46	SOUND PHYSICIANS OF WY \$3662.80
CITY OF CASPER \$20551.65	SOURCE OFFICE & TECHNOLOGY \$3520.68
CIVIL AIR PATROL MAGAZINE \$145.00	SPECTRUM \$1553.23
CLERK OF DISTRICT COURT \$7889.47	STAPLES \$463.73
CMBC \$9500.00	STATE OF WY PUBLIC DEFENDER \$232318.65
COASTAL CHEMICAL CO \$460.25	STERLING TALENT \$166.48
COCA-COLA BOTTLING CO \$298.50	STEWART & STEVENSON \$2751.39
COLONIAL LIFE & ACCIDENT INS \$73.47	SUTHERLANDS \$469.83
COMMUNICATION TECHNOLOGIES INC \$11142.73	TERRY & AMY'S DOG HOUSE \$1000.00
COMTRONIX \$573.00	THOMSON REUTERS \$640.76
CONCORDANCE HEALTHCARE SOLUTIONS \$2729.84	TLC CLEANING \$24500.00
CONVERGEONE INC \$6081.60	TOWN OF MILLS/UTILITY SVC \$340.90
CONVERSE COUNTY SO \$1760.00	TRACTOR SUPPLY CREDIT PLAN \$334.68
CORNERSTONE PROGRAMS \$192.34	UNITED RENTALS \$134.00
COTTON, TIMOTHY C PC \$7269.01	UNITED STATES POSTAL SVC \$200.00
COWBOY CHEMICAL \$2813.10	UNITED WAY OF NC \$80.00
CRUM ELECTRIC SUPPLY CO \$97.44	US FOODS \$5819.63
CST \$1369.32	VERIZON \$4987.61
DEWITT WATER SYS \$644.15	VITAL RECORDS HOLDINGS \$529.90
DIAMOND VOGEL PAINT CENTER-CASPER \$433.60	WAGNER'S OUTDOOR OUTFITTERS \$62.22
DISTAD, ERIC A \$1650.00	WALLING, HEIDI J \$377.00
DJ&A, P.C. \$25805.79	WASHINGTON NATIONAL INS \$2133.30
DOOLEY OIL/CASPER \$87010.01	WASTE CONNECTIONS OF WY \$135.84
DOT FHWA \$295.84	WEAR PARTS INC \$626.22

DRUG TESTING SVCS NC \$487.00
DUSTBUSTERS INC \$8508.84
E & F TOWING TRANS & RECOVERY \$21798.00
EAGLE UNIFORM & SUPPLY CO \$699.67
EATON SALES & SVC \$18.78
EDJPB \$76342.04
EMERGENCY MEDICAL PHYSICIANS \$5721.00
EXTENDATA \$208.90
FIRST INTERSTATE BANK \$18579.26
FLOYD'S TRUCK CENTER \$4107.47
FREMONT MOTOR CASPER INC \$23061.34
G.A. SLEEP \$120.00
GALLS \$1312.20
GRAINGER \$250.40
GREENUP, JENNIFER L \$5000.00
GREINER FORD OF CASPER \$60.88
HAIGLER, MICHAEL D \$333.14
HARDEN, CHAD E \$5565.00
HEALTHSMART BENEFIT SOL \$992.00
HENSLEY BATTERY \$118.00
HIGH PLAINS POWER INC \$265.06
HOMAX OIL SALES INC \$1780.99
HUB INTERNATIONAL INS \$150.00
ICMA RETIREMENT TRUST - 457 \$155.00
IDVILLE \$1493.90
INLAND TRUCK PARTS & SVC \$422.83
INTERNATIONAL CODE COUNCIL INC \$67.00
JH MECHANICAL \$245.72
JOHN DEERE FINANCIAL \$104.97

WESTERN SIGN & DESIGN \$170.00
WESTERN SLING CO \$32.36
WESTERN WY LOCK & SAFE \$110.00
WHIPPS, JAMES \$44.00
WILKERSONJAMESA. IV MD PC \$1250.00
WILLOUGHBY, PHILLIP T. \$9250.00
WIMACTELINC \$154.00
WINTER EQUIPTCO INC \$3319.68
WLC ENGINEERING \$1396.38
WONDER WASH \$8.10
WOOD, CINDI ATTNY AT LAW \$5729.55
WORLDWASH \$875.00
WORTHINGTON, LENHART & CARPENTER, \$217.50
WSFP WESTERN STATES FIRE PROT. DBA \$345.00
WY CARDIOPULMONARY \$3306.00
WY CHILD SUPPORT STATE DISBURSEMENT UNIT \$685.00
WY DEPT OF WORKFORCE SVCS \$18696.98
WY DEPT. OF WORKFORCE SVC \$19297.45
WY HEALTH MEDICAL GROUP \$667.00
WY LAW ENFORCEMENT ACADEMY \$5285.00
WY MACHINERY CO \$6304.77
WY MEDICAL CENTER INC \$39.82
WY ORAL & MAXIOFACIAL SURGERY \$3865.00
WY RETIREMENT SYS \$235164.90
WYPASS \$110.00
YELLOWSTONE VALLEY PARTS \$1636.94
YOUTH CRISIS CENTER INC \$2500.00
ZERBE-ALME, KELLIE DBA ALL AREA PROCESS SVC \$1600.00



U.S. Department
of Transportation
**Federal Aviation
Administration**

Northwest Mountain Region
Colorado · Idaho · Montana · Oregon · Utah
Washington · Wyoming

Denver Airports District Office
26805 E. 68th Ave., Suite 224
Denver, CO 80249

March 26, 2020

Mr. Rob Hendry, Chairman
Natrona County Board of Commissioners
200 N. Center, Suite 115
Casper, WY 82601

Dear Commissioner Hendry:

We are enclosing two copies of the Grant Offer for Airport Improvement Program (AIP) Project No. 3-56-0004-061-2020 at the Casper-Natrona County International Airport. Please read this letter and the Grant Offer carefully.

To properly enter into this agreement, you must do the following:

- The governing body must provide authority to execute the grant to the individual signing the grant; i.e. the sponsor's authorized representative.
- The sponsor's authorized representative must execute the grant, followed by the attorney's certification, no later than April 30, 2020, in order for the grant to be valid.
- The Sponsor's attorney must sign and date the grant agreement *after* the Sponsor.
- All signatures must be made with blue or black ink; signature stamps will not be accepted.
- You may not make any modification to the text, terms or conditions of the grant offer.
- We ask that you return one executed copy of the Grant Offer to our office. Please keep the other copy of the grant for your records.

Subject to the requirements in 2 CFR § 200.305, each payment request for reimbursement under this grant must be made electronically via the Delphi invoicing System. Please see the attached Grant Agreement for more information regarding the use of this System.

The terms and conditions of this agreement require you to complete the project without undue delay. To ensure proper stewardship of Federal funds, **you are expected to submit payment requests for reimbursement of allowable incurred project expenses in accordance with project progress.** Should you fail to make draws on a regular basis, your grant may be placed in "inactive" status, which will affect your ability to receive future grant offers.

Until the grant is completed and closed, you are responsible for submitting formal reports as follows:

- A signed/dated SF-270 (non-construction projects) or SF-271 or equivalent (construction projects) and SF-425 annually, due 90 days after the end of each federal fiscal year in which this grant is open (due December 31 of each year this grant is open); and
- Performance Reports, which are due within 30 days of the end of a reporting period as follows:
 1. Non-construction project: Due annually at the end of the Federal fiscal year.
 2. Construction project: Submit FAA form 5370-1, Construction Progress and Inspection Report at the end of each fiscal quarter.

Once the project is completed and all costs are determined, we ask that you close the project without undue delay and submit the final closeout report documentation as required by FAA's Denver Airports District Office.

As a condition of receiving Federal assistance under this award, you must comply with audit requirements as established under 2 CFR part 200. Subpart F requires non-Federal entities that expend \$750,000 or more in Federal awards to conduct a single or program specific audit for that year. Note that this includes Federal expenditures made under other Federal-assistance programs. Please take appropriate and necessary action to assure your organization will comply with applicable audit requirements and standards. **A copy of a "Single Audit Certification Form" is enclosed.** Please complete and return a copy to our office with the executed Grant Agreement. Please make a copy for your files.

Rebecca Wersal is the assigned program manager for this grant and is readily available to assist you and your designated representative with the requirements stated herein. If you should have any questions, please contact Rebecca at (303) 342-1257.

We sincerely value your cooperation in these efforts and look forward to working with you to complete this important project.

Sincerely,



John P. Bauer
Manager, Denver Airports District Office

Enclosures



Single Audit Certification Form

As a condition of receiving Federal assistance under the Airport Improvement Program, you must comply with audit requirements as established under 2 CFR §200 (Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards).

Subpart F requires non-Federal entities that expend \$750,000 or more in Federal awards to conduct a single or program specific audit for that year. Note that this includes Federal expenditures made under other Federal-assistance programs. Please take appropriate and necessary action to assure your organization will comply with applicable audit requirements and standards. For more information on the audit requirements please reference the following web site: <https://liarvester.ccnus.gov/facwcb>.

In accordance with your Airport Improvement Program (AIP) grant agreement, you must provide a copy of your audit to your local Airports District Office (ADO), whether or not there are any significant findings. Please fill out the information below by checking the appropriate line(s), sign, date, and return this form to the FAA local ADO identified at the bottom of the form.

Airport Sponsor Information:

 Natrona County _____
Sponsor Name Fiscal/Calendar Year Ending

 Casper Natrona County International Airport (NCIA)
Airport Name

 Robert L. Hendry _____
Sponsor's Representative Name Representative's Title

 301-335-9400 _____
Telephone Email

Please check the appropriate line(s):

- We are subject to the Single Audit requirements and are taking the following action:
 - The Single Audit for this fiscal/calendar year has been submitted to the FAA.
 - The Single Audit for this fiscal/calendar year is attached.
 - The Single Audit report will be submitted to the FAA as soon as this audit is available.
- We are exempt from the Single Audit requirements for the fiscal/calendar noted above.

Sponsor Certification:

Signature Date

Return to: FAA, Denver Airports District Office
26805 E. 68th Ave., Suite 224
Denver, Colorado 80249



U.S. Department
of Transportation
Federal Aviation
Administration

GRANT AGREEMENT

PART I – OFFER

Date of Offer	<u>March 26, 2020</u>
Airport/Planning Area	<u>Casper-Natrona County International Airport</u>
AIP Grant Number	<u>3-56-0004-061-2020 (Contract No. DOT-FA20NM-1016)</u>
DUNS Number	<u>09-276-6013</u>

TO: County of Natrona, Wyoming
(herein called the "Sponsor") (For Co-Sponsors, list all Co-Sponsor names. The word "Sponsor" in this Grant Agreement also applies to a Co-Sponsor.)

FROM: **The United States of America** (acting through the Federal Aviation Administration, herein called the "FAA")

WHEREAS, the Sponsor has submitted to the FAA a Project Application dated October 21, 2019, for a grant of Federal funds for a project at or associated with the Casper-Natrona County International Airport, which is included as part of this Grant Agreement; and

WHEREAS, the FAA has approved a project for the Casper-Natrona County International Airport (herein called the "Project") consisting of the following:

Construct Snow Removal Equipment Building (Phase III – Construction)

which is more fully described in the Project Application.

NOW THEREFORE, according to the applicable provisions of the former Federal Aviation Act of 1958, as amended and recodified, 49 U.S.C. § 40101, et seq., and the former Airport and Airway Improvement Act of 1982 (AAIA), as amended and recodified, 49 U.S.C. § 47101, et seq., (herein the AAIA grant statute is referred to as "the Act"), the representations contained in the Project Application, and in consideration of (a) the Sponsor's adoption and ratification of the Grant Assurances dated March 2014, as applied and interpreted consistent with the FAA Reauthorization Act of 2018 (see 2018 Reauthorization grant condition), (b) the Sponsor's acceptance of this Offer, and (c) the benefits to accrue to the United States and the public from the accomplishment of the Project and compliance with the Grant Assurances and conditions as herein provided.

THE FEDERAL AVIATION ADMINISTRATION, FOR AND ON BEHALF OF THE UNITED STATES, HEREBY OFFERS AND AGREES to pay 93.75 percent of the allowable costs incurred accomplishing the Project as the United States share of the Project.

This Offer is made on and SUBJECT TO THE FOLLOWING TERMS AND CONDITIONS:

CONDITIONS

1. Maximum Obligation. The maximum obligation of the United States payable under this Offer is \$253,911. The following amounts represent a breakdown of the maximum obligation for the purpose of establishing allowable amounts for any future grant amendment, which may increase the foregoing maximum obligation of the United States under the provisions of 49 U.S.C. § 47108(b):
 \$0 for planning;
 \$253,911 for airport development or noise program implementation; and
 \$0 for land acquisition.
2. Period of Performance. The period of performance begins on the date the Sponsor formally accepts this agreement. Unless explicitly stated otherwise in an amendment from the FAA, the end date of the period of performance is 4 years (1,460 calendar days) from the date of formal grant acceptance by the Sponsor.
 The Sponsor may only charge allowable costs for obligations incurred prior to the end date of the period of performance (2 CFR § 200.309). Unless the FAA authorizes a written extension, the sponsor must submit all project closeout documentation and liquidate (pay off) all obligations incurred under this award no later than 90 calendar days after the end date of the period of performance (2 CFR § 200.343).
 The period of performance end date does not relieve or reduce Sponsor obligations and assurances that extend beyond the closeout of a grant agreement.
3. Ineligible or Unallowable Costs. The Sponsor must not include any costs in the project that the FAA has determined to be ineligible or unallowable.
4. Indirect Costs – Sponsor. Sponsor may charge indirect costs under this award by applying the indirect cost rate identified in the project application, as accepted by the FAA, to allowable costs for Sponsor direct salaries and wages.
5. Determining the Final Federal Share of Costs. The United States' share of allowable project costs will be made in accordance with the regulations, policies, and procedures of the Secretary. Final determination of the United States' share will be based upon the final audit of the total amount of allowable project costs and settlement will be made for any upward or downward adjustments to the Federal share of costs.
6. Completing the Project Without Delay and in Conformance with Requirements. The Sponsor must carry out and complete the project without undue delays and in accordance with this agreement, and the regulations, policies, and procedures of the Secretary. Per 2 CFR § 200.308, the Sponsor agrees to report to the FAA any disengagement from performing the project that exceeds three months. The report must include a reason for the project stoppage. The Sponsor also agrees to comply with the assurances which are part of this agreement.
7. Amendments or Withdrawals before Grant Acceptance. The FAA reserves the right to amend or withdraw this offer at any time prior to its acceptance by the Sponsor.
8. Offer Expiration Date. This offer will expire and the United States will not be obligated to pay any part of the costs of the project unless this offer has been accepted by the Sponsor on or before April 30, 2020, or such subsequent date as may be prescribed in writing by the FAA.
9. Improper Use of Federal Funds. The Sponsor must take all steps, including litigation if necessary, to recover Federal funds spent fraudulently, wastefully, or in violation of Federal antitrust statutes, or misused in any other manner for any project upon which Federal funds have been expended. For the purposes of this grant agreement, the term "Federal funds" means funds however used or dispersed by the Sponsor, that were originally paid pursuant to this or any other Federal grant agreement. The Sponsor must obtain the approval of the Secretary as to any determination of the amount of the Federal share of such funds. The Sponsor must return the recovered Federal share, including funds recovered by settlement, order, or judgment, to the Secretary. The Sponsor must furnish to the Secretary, upon request, all documents and records pertaining to the determination of the amount of the Federal

share or to any settlement, litigation, negotiation, or other efforts taken to recover such funds. All settlements or other final positions of the Sponsor, in court or otherwise, involving the recovery of such Federal share require advance approval by the Secretary.

10. United States Not Liable for Damage or Injury. The United States is not responsible or liable for damage to property or injury to persons which may arise from, or be incident to, compliance with this grant agreement.
11. System for Award Management (SAM) Registration And Universal Identifier.
 - A. Requirement for System for Award Management (SAM): Unless the Sponsor is exempted from this requirement under 2 CFR 25.110, the Sponsor must maintain the currency of its information in the SAM until the Sponsor submits the final financial report required under this grant, or receives the final payment, whichever is later. This requires that the Sponsor review and update the information at least annually after the initial registration and more frequently if required by changes in information or another award term. Additional information about registration procedures may be found at the SAM website (currently at <http://www.sam.gov>).
 - B. Data Universal Numbering System: DUNS number means the nine-digit number established and assigned by Dun and Bradstreet, Inc. (D & B) to uniquely identify business entities. A DUNS number may be obtained from D & B by telephone (currently 866-705-5771) or on the web (currently at <http://fedgov.dnb.com/webform>).
12. Electronic Grant Payment(s). Unless otherwise directed by the FAA, the Sponsor must make each payment request under this agreement electronically via the Delphi eInvoicing System for Department of Transportation (DOT) Financial Assistance Awardees.
13. Informal Letter Amendment of AIP Projects. If, during the life of the project, the FAA determines that the maximum grant obligation of the United States exceeds the expected needs of the Sponsor by \$25,000 or five percent (5%), whichever is greater, the FAA can issue a letter amendment to the Sponsor unilaterally reducing the maximum obligation.

The FAA can also issue a letter to the Sponsor increasing the maximum obligation if there is an overrun in the total actual eligible and allowable project costs to cover the amount of the overrun provided it will not exceed the statutory limitations for grant amendments. The FAA's authority to increase the maximum obligation does not apply to the "planning" component of condition No. 1.

The FAA can also issue an informal letter amendment that modifies the grant description to correct administrative errors or to delete work items if the FAA finds it advantageous and in the best interests of the United States.

An informal letter amendment has the same force and effect as a formal grant amendment.
14. Air and Water Quality. The Sponsor is required to comply with all applicable air and water quality standards for all projects in this grant. If the Sponsor fails to comply with this requirement, the FAA may suspend, cancel, or terminate this agreement.
15. Financial Reporting and Payment Requirements. The Sponsor will comply with all federal financial reporting requirements and payment requirements, including submittal of timely and accurate reports.
16. Buy American. Unless otherwise approved in advance by the FAA, the Sponsor will not acquire or permit any contractor or subcontractor to acquire any steel or manufactured products produced outside the United States to be used for any project for which funds are provided under this grant. The Sponsor will include a provision implementing Buy American in every contract.
17. Maximum Obligation Increase for Primary Airports. In accordance with 49 U.S.C. § 47108(b), as amended, the maximum obligation of the United States, as stated in Condition No. 1 of this Grant Offer:
 - A. may not be increased for a planning project;
 - B. may be increased by not more than 15 percent for development projects;
 - C. may be increased by not more than 15 percent for a land project.

- 18. Audits for Public Sponsors.** The Sponsor must provide for a Single Audit or program specific audit in accordance with 2 CFR part 200. The Sponsor must submit the audit reporting package to the Federal Audit Clearinghouse on the Federal Audit Clearinghouse's Internet Data Entry System at <http://harvester.census.gov/facweb/>. Provide one copy of the completed audit to the FAA, if requested.
- 19. Suspension or Debarment.** When entering into a "covered transaction" as defined by 2 CFR § 180.200, the Sponsor must:
- A. Verify the non-federal entity is eligible to participate in this Federal program by:
 1. Checking the excluded parties list system (EPLS) as maintained within the System for Award Management (SAM) to determine if the non-federal entity is excluded or disqualified; or
 2. Collecting a certification statement from the non-federal entity attesting they are not excluded or disqualified from participating; or
 3. Adding a clause or condition to covered transactions attesting individual or firm are not excluded or disqualified from participating.
 - B. Require prime contractors to comply with 2 CFR § 180.330 when entering into lower-tier transactions (e.g. Sub-contracts).
 - C. Immediately disclose to the FAA whenever the Sponsor (1) learns they have entered into a covered transaction with an ineligible entity or (2) suspends or debar a contractor, person, or entity.
- 20. Ban on Texting When Driving.**
- A. In accordance with Executive Order 13513, Federal Leadership on Reducing Text Messaging While Driving, October 1, 2009, and DOT Order 3902.10, Text Messaging While Driving, December 30, 2009, the Sponsor is encouraged to:
 1. Adopt and enforce workplace safety policies to decrease crashes caused by distracted drivers including policies to ban text messaging while driving when performing any work for, or on behalf of, the Federal government, including work relating to a grant or subgrant.
 2. Conduct workplace safety initiatives in a manner commensurate with the size of the business, such as:
 - a. Establishment of new rules and programs or re-evaluation of existing programs to prohibit text messaging while driving; and
 - b. Education, awareness, and other outreach to employees about the safety risks associated with texting while driving.
 - B. The Sponsor must insert the substance of this clause on banning texting when driving in all subgrants, contracts, and subcontracts
- 21. Exhibit "A" Property Map.** The Exhibit "A" Property Map dated January 2016, is incorporated herein by reference or is submitted with the project application and made part of this grant agreement.
- 22. Employee Protection from Reprisal.**
- A. Prohibition of Reprisals –
 1. In accordance with 41 U.S.C. § 4712, an employee of a grantee or subgrantee may not be discharged, demoted, or otherwise discriminated against as a reprisal for disclosing to a person or body described in sub-paragraph (A)(2), information that the employee reasonably believes is evidence of:
 - i. Gross mismanagement of a Federal grant;
 - ii. Gross waste of Federal funds;
 - iii. An abuse of authority relating to implementation or use of Federal funds;
 - iv. A substantial and specific danger to public health or safety; or
 - v. A violation of law, rule, or regulation related to a Federal grant.

2. Persons and bodies covered: The persons and bodies to which a disclosure by an employee is covered are as follows:
 - i. A member of Congress or a representative of a committee of Congress;
 - ii. An Inspector General;
 - iii. The Government Accountability Office;
 - iv. A Federal office or employee responsible for oversight of a grant program;
 - v. A court or grand jury;
 - vi. A management office of the grantee or subgrantee; or
 - vii. A Federal or State regulatory enforcement agency.
 3. Submission of Complaint – A person who believes that they have been subjected to a reprisal prohibited by paragraph A of this grant term may submit a complaint regarding the reprisal to the Office of Inspector General (OIG) for the U.S. Department of Transportation.
 4. Time Limitation for Submittal of a Complaint - A complaint may not be brought under this subsection more than three years after the date on which the alleged reprisal took place.
 5. Required Actions of the Inspector General – Actions, limitations, and exceptions of the Inspector General's office are established under 41 U.S.C. § 4712(b)
 6. Assumption of Rights to Civil Remedy - Upon receipt of an explanation of a decision not to conduct or continue an investigation by the Office of Inspector General, the person submitting a complaint assumes the right to a civil remedy under 41 U.S.C. § 4712(c).
23. 2018 FAA Reauthorization. This grant agreement is subject to the terms and conditions contained herein including the terms known as the Grant Assurances as they were published in the Federal Register on April 3, 2014. On October 5, 2018, the FAA Reauthorization Act of 2018 made certain amendments to 49 U.S.C. chapter 471. The Reauthorization Act will require FAA to make certain amendments to the assurances in order to best achieve consistency with the statute. Federal law requires that FAA publish any amendments to the assurances in the Federal Register along with an opportunity to comment. In order not to delay the offer of this grant, the existing assurances are attached herein; however, FAA shall interpret and apply these assurances consistent with the Reauthorization Act. To the extent there is a conflict between the assurances and Federal statutes, the statutes shall apply. The full text of the Act is at <https://www.congress.gov/bill/115th-congress/house-bill/3Q2/text>.

SPECIAL CONDITIONS

24. Current FAA Advisory Circulars for AIP Projects. The sponsor will carry out the project in accordance with policies, standards, and specifications approved by the Secretary including but not limited to the advisory circulars listed in the *Current FAA Advisory Circulars Required For Use In AIP Funded and PFC Approved Projects*, dated February 28, 2020, and included in this grant, and in accordance with applicable state policies, standards, and specifications approved by the Secretary.
25. Agency Agreement. The FAA, in tendering this Offer on behalf of the United States, recognizes the existence of an Agency relationship between the Sponsor, as principal, and the Wyoming Department of Transportation, Division of Aeronautics, as agent. The Sponsor agrees that it will not amend, modify, or terminate said Agency Agreement without prior written approval of the FAA or its designated representative.
26. Final Project Documentation. The Sponsor understands and agrees that in accordance with 49 USC 47111, and with the Airport District Office's (ADO) concurrence, that no payments totaling more than 90.00 percent of United States Government's share of the project's estimated allowable cost may be made before the project is determined to be substantially complete. Substantially complete means the following: (1) The project results in a complete, usable unit of work as defined in the grant agreement; and (2) The sponsor submits necessary documents showing that the

project is substantially complete per the contract requirements, or has a plan (that FAA agrees with) that addresses all elements contained on the punch list. Furthermore, no payments totaling more than 97.50 percent of the United States Government's share of the project's estimated allowable cost may be made until: (1) The sponsor submits all necessary closeout documentation and (2) The sponsor receives final payment notification from the ADO.

27. AGIS Requirements. Airports GIS requirements, as specified in Advisory Circular 150/5300-18, apply to the project included in this grant offer. Final construction as-built information or planning deliverables must be collected according to these specifications and submitted to the FAA. The submittal must be reviewed and accepted by the FAA before the grant can be administratively closed.
28. Solid Waste Recycling Plan. The Sponsor certifies that it has a solid waste recycling plan as part of an existing Airport Master Plan, as prescribed by 49 U.S.C. 47106(a)(6).
29. Building AIP Proration. For purposes of computing the United States' share of the allowable project costs of the project, the allowable cost of the Snow Removal Equipment Building included in the project must not exceed 65.0 percent of the actual cost of the entire building.

#

The Sponsor's acceptance of this Offer and ratification and adoption of the Project Application incorporated herein shall be evidenced by execution of this instrument by the Sponsor, as hereinafter provided, and this Offer and Acceptance shall comprise a Grant Agreement, as provided by the Act, constituting the contractual obligations and rights of the United States and the Sponsor with respect to the accomplishment of the Project and compliance with the assurances and conditions as provided herein. Such Grant Agreement shall become effective upon the Sponsor's acceptance of this Offer.

UNITED STATES OF AMERICA
FEDERAL AVIATION ADMINISTRATION

[Signature]

(Signatory)
John P. Bauer

(Typed Name)
Manager, Denver Airports District Office

(Title of FAA Official)

PART II - ACCEPTANCE

The Sponsor does hereby ratify and adopt all assurances, statements, representations, warranties, covenants, and agreements contained in the Project Application and incorporated materials referred to in the foregoing Offer, and does hereby accept this Offer and by such acceptance agrees to comply with all of the terms and conditions in this Offer and in the Project Application.

I declare under penalty of perjury that the foregoing is true and correct.¹

Executed this 17th day of April, 2020.

COUNTY OF NATRONA, WYOMING

(Name of Sponsor)

(Signature of Sponsor's Authorized Official)

By: Robert L. Tlondy

(Printed Name of Sponsor's Authorized Official)

Title: President, Board of Advisory County Commissioners

(Title of Sponsor's Authorized Official)

CERTIFICATE OF SPONSOR'S ATTORNEY

I, _____, acting as Attorney for the Sponsor do hereby certify:

That in my opinion the Sponsor is empowered to enter into the foregoing Grant Agreement under the laws of the State of Wyoming. Further, I have examined the foregoing Grant Agreement and the actions taken by said Sponsor and Sponsor's official representative has been duly authorized and that the execution thereof is in all respects due and proper and in accordance with the laws of the said State and the Act. In addition, for grants involving projects to be carried out on property not owned by the Sponsor, there are no legal impediments that will prevent full performance by the Sponsor. Further, it is my opinion that the said Grant Agreement constitutes a legal and binding obligation of the Sponsor in accordance with the terms thereof.

Dated at _____ (location) this _____ day of _____.

By _____
(Signature of Sponsor's Attorney)

¹ Knowingly and willfully providing false information to the Federal government is a violation of 18 U.S.C. Section 1001 (False Statements) and could subject you to fines, imprisonment, or both.



ASSURANCES

Airport Sponsors

A. General.

1. These assurances shall be complied with in the performance of grant agreements for airport development, airport planning, and noise compatibility program grants for airport sponsors.
2. These assurances are required to be submitted as part of the project application by sponsors requesting funds under the provisions of Title 49, U.S.C., subtitle VII, as amended. As used herein, the term "public agency sponsor" means a public agency with control of a public-use airport; the term "private sponsor" means a private owner of a public-use airport; and the term "sponsor" includes both public agency sponsors and private sponsors.
3. Upon acceptance of this grant offer by the sponsor, these assurances are incorporated in and become part of this grant agreement.

B. Duration and Applicability.

1. **Airport development or Noise Compatibility Program Projects Undertaken by a Public Agency Sponsor.**

The terms, conditions and assurances of this grant agreement shall remain in full force and effect throughout the useful life of the facilities developed or equipment acquired for an airport development or noise compatibility program project, or throughout the useful life of the project items installed within a facility under a noise compatibility program project, but in any event not to exceed twenty (20) years from the date of acceptance of a grant offer of Federal funds for the project. However, there shall be no limit on the duration of the assurances regarding Exclusive Rights and Airport Revenue so long as the airport is used as an airport. There shall be no limit on the duration of the terms, conditions, and assurances with respect to real property acquired with federal funds. Furthermore, the duration of the Civil Rights assurance shall be specified in the assurances.

2. **Airport Development or Noise Compatibility Projects Undertaken by a Private Sponsor.**

The preceding paragraph 1 also applies to a private sponsor except that the useful life of project items installed within a facility or the useful life of the facilities developed or equipment acquired under an airport development or noise compatibility program project shall be no less than ten (10) years from the date of acceptance of Federal aid for the project.

3. Airport Planning Undertaken by a Sponsor.

Unless otherwise specified in this grant agreement, only Assurances 1, 2, 3, 5, 6, 13, 18, 25, 30, 32, 33, and 34 in Section C apply to planning projects. The terms, conditions, and assurances of this grant agreement shall remain in full force and effect during the life of the project; there shall be no limit on the duration of the assurances regarding Airport Revenue so long as the airport is used as an airport.

C. Sponsor Certification.

The sponsor hereby assures and certifies, with respect to this grant that:

1. General Federal Requirements.

It will comply with all applicable Federal laws, regulations, executive orders, policies, guidelines, and requirements as they relate to the application, acceptance and use of Federal funds for this project including but not limited to the following:

Federal Legislation

- a. Title 49, U.S.C., subtitle VII, as amended.
- b. Davis-Bacon Act - 40 U.S.C. 276(a), et seq.¹
- c. Federal Fair Labor Standards Act - 29 U.S.C. 201, et seq.
- d. Hatch Act - 5 U.S.C. 1501, et seq.²
- e. Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 Title 42 U.S.C. 4601, et seq.^{1 2}
- f. National Historic Preservation Act of 1966 - Section 106 - 16 U.S.C. 470(f).¹
- g. Archeological and Historic Preservation Act of 1974 - 16 U.S.C. 469 through 469c.¹
- h. Native Americans Grave Repatriation Act - 25 U.S.C. Section 3001, et seq.
- i. Clean Air Act, P.L. 90-148, as amended.
- j. Coastal Zone Management Act, P.L. 93-205, as amended.
- k. Flood Disaster Protection Act of 1973 - Section 102(a) - 42 U.S.C. 4012a.¹
- l. Title 49, U.S.C., Section 303, (formerly known as Section 4(f))
- m. Rehabilitation Act of 1973 - 29 U.S.C. 794.
- n. Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252) (prohibits discrimination on the basis of race, color, national origin);
- o. Americans with Disabilities Act of 1990, as amended, (42 U.S.C. § 12101 et seq.), prohibits discrimination on the basis of disability).
- p. Age Discrimination Act of 1975 - 42 U.S.C. 6101, et seq.
- q. American Indian Religious Freedom Act, P.L. 95-341, as amended.
- r. Architectural Barriers Act of 1968 -42 U.S.C. 4151, et seq.¹
- s. Power plant and Industrial Fuel Use Act of 1978 - Section 403- 2 U.S.C. 8373.¹
- t. Contract Work Hours and Safety Standards Act - 40 U.S.C. 327, et seq.¹
- u. Copeland Anti-kickback Act - 18 U.S.C. 874.1
- v. National Environmental Policy Act of 1969 - 42 U.S.C. 4321, et seq.¹
- w. Wild and Scenic Rivers Act, P.L. 90-542, as amended.
- x. Single Audit Act of 1984 - 31 U.S.C. 7501, et seq.²
- y. Drug-Free Workplace Act of 1988 - 41 U.S.C. 702 through 706.

- z. The Federal Funding Accountability and Transparency Act of 2006, as amended (Pub. L. 109-282, as amended by section 6202 of Pub. L. 110-252).

Executive Orders

- a. Executive Order 11246 - Equal Employment Opportunity¹
- b. Executive Order 11990 - Protection of Wetlands
- c. Executive Order 11998 – Flood Plain Management
- d. Executive Order 12372 - Intergovernmental Review of Federal Programs
- e. Executive Order 12699 - Seismic Safety of Federal and Federally Assisted New Building Construction¹
- f. Executive Order 12898 - Environmental Justice

Federal Regulations

- a. 2 CFR Part 180 - OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement).
- b. 2 CFR Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards. [OMB Circular A-87 Cost Principles Applicable to Grants and Contracts with State and Local Governments, and OMB Circular A-133 - Audits of States, Local Governments, and Non-Profit Organizations]^{4, 5, 6}
- c. 2 CFR Part 1200 – Nonprocurement Suspension and Debarment
- d. 14 CFR Part 13 - Investigative and Enforcement Procedures 14 CFR Part 16 - Rules of Practice For Federally Assisted Airport Enforcement Proceedings.
- e. 14 CFR Part 150 - Airport noise compatibility planning.
- f. 28 CFR Part 35- Discrimination on the Basis of Disability in State and Local Government Services.
- g. 28 CFR § 50.3 - U.S. Department of Justice Guidelines for Enforcement of Title VI of the Civil Rights Act of 1964.
- h. 29 CFR Part 1 - Procedures for predetermination of wage rates.¹
- i. 29 CFR Part 3 - Contractors and subcontractors on public building or public work financed in whole or part by loans or grants from the United States.¹
- j. 29 CFR Part 5 - Labor standards provisions applicable to contracts covering federally financed and assisted construction (also labor standards provisions applicable to non-construction contracts subject to the Contract Work Hours and Safety Standards Act).¹
- k. 41 CFR Part 60 - Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor (Federal and federally assisted contracting requirements).¹
- l. 49 CFR Part 18 - Uniform administrative requirements for grants and cooperative agreements to state and local governments.³
- m. 49 CFR Part 20 - New restrictions on lobbying.
- n. 49 CFR Part 21 – Nondiscrimination in federally-assisted programs of the Department of Transportation - effectuation of Title VI of the Civil Rights Act of 1964.
- o. 49 CFR Part 23 - Participation by Disadvantage Business Enterprise in Airport Concessions.

- p. 49 CFR Part 24 – Uniform Relocation Assistance and Real Property Acquisition for Federal and Federally Assisted Programs.¹²
- q. 49 CFR Part 26 – Participation by Disadvantaged Business Enterprises in Department of Transportation Programs.
- r. 49 CFR Part 27 – Nondiscrimination on the Basis of Handicap in Programs and Activities Receiving or Benefiting from Federal Financial Assistance.¹
- s. 49 CFR Part 28 – Enforcement of Nondiscrimination on the Basis of Handicap in Programs or Activities conducted by the Department of Transportation.
- t. 49 CFR Part 30 - Denial of public works contracts to suppliers of goods and services of countries that deny procurement market access to U.S. contractors.
- u. 49 CFR Part 32 – Governmentwide Requirements for Drug-Free Workplace (Financial Assistance)
- v. 49 CFR Part 37 – Transportation Services for Individuals with Disabilities (ADA).
- w. 49 CFR Part 41 - Seismic safety of Federal and federally assisted or regulated new building construction.

Specific Assurances

Specific assurances required to be included in grant agreements by any of the above laws, regulations or circulars are incorporated by reference in this grant agreement.

Footnotes to Assurance C.I.

- ¹ These laws do not apply to airport planning sponsors.
- ² These laws do not apply to private sponsors.
- ³ 49 CFR Part 18 and 2 CFR Part 200 contain requirements for State and Local Governments receiving Federal assistance. Any requirement levied upon State and Local Governments by this regulation and circular shall also be applicable to private sponsors receiving Federal assistance under Title 49, United States Code.
- ⁴ On December 26, 2013 at 78 FR 78590, the Office of Management and Budget (OMB) issued the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards in 2 CFR Part 200. 2 CFR Part 200 replaces and combines the former Uniform Administrative Requirements for Grants (OMB Circular A-102 and Circular A-110 or 2 CFR Part 215 or Circular) as well as the Cost Principles (Circulars A-21 or 2 CFR part 220; Circular A-87 or 2 CFR part 225; and A-122, 2 CFR part 230). Additionally it replaces Circular A-133 guidance on the Single Annual Audit. In accordance with 2 CFR section 200.110, the standards set forth in Part 200 which affect administration of Federal awards issued by Federal agencies become effective once implemented by Federal agencies or when any future amendment to this Part becomes final. Federal agencies, including the Department of Transportation, must implement the policies and procedures applicable to Federal awards by promulgating a regulation to be effective by December 26, 2014 unless different provisions are required by statute or approved by OMB.

⁵ Cost principles established in 2 CFR part 200 subpart E must be used as guidelines for determining the eligibility of specific types of expenses.

⁶ Audit requirements established in 2 CFR part 200 subpart F are the guidelines for audits.

2. Responsibility and Authority of the Sponsor.

a. Public Agency Sponsor:

It has legal authority to apply for this grant, and to finance and carry out the proposed project; that a resolution, motion or similar action has been duly adopted or passed as an official act of the applicant's governing body authorizing the filing of the application, including all understandings and assurances contained therein, and directing and authorizing the person identified as the official representative of the applicant to act in connection with the application and to provide such additional information as may be required.

b. Private Sponsor:

It has legal authority to apply for this grant and to finance and carry out the proposed project and comply with all terms, conditions, and assurances of this grant agreement. It shall designate an official representative and shall in writing direct and authorize that person to file this application, including all understandings and assurances contained therein; to act in connection with this application; and to provide such additional information as may be required.

3. Sponsor Fund Availability.

It has sufficient funds available for that portion of the project costs which are not to be paid by the United States. It has sufficient funds available to assure operation and maintenance of items funded under this grant agreement which it will own or control.

4. Good Title.

- a. It, a public agency or the Federal government, holds good title, satisfactory to the Secretary, to the landing area of the airport or site thereof, or will give assurance satisfactory to the Secretary that good title will be acquired.
- b. For noise compatibility program projects to be carried out on the property of the sponsor, it holds good title satisfactory to the Secretary to that portion of the property upon which Federal funds will be expended or will give assurance to the Secretary that good title will be obtained.

5. Preserving Rights and Powers.

- a. It will not take or permit any action which would operate to deprive it of any of the rights and powers necessary to perform any or all of the terms, conditions, and assurances in this grant agreement without the written approval of the Secretary, and will act promptly to acquire, extinguish or modify any outstanding rights or claims of right of others which would interfere with such performance by the sponsor. This shall be done in a manner acceptable to the Secretary.

- b. It will not sell, lease, encumber, or otherwise transfer or dispose of any part of its title or other interests in the property shown on Exhibit A to this application or, for a noise compatibility program project, that portion of the property upon which Federal funds have been expended, for the duration of the terms, conditions, and assurances in this grant agreement without approval by the Secretary. If the transferee is found by the Secretary to be eligible under Title 49, United States Code, to assume the obligations of this grant agreement and to have the power, authority, and financial resources to carry out all such obligations, the sponsor shall insert in the contract or document transferring or disposing of the sponsor's interest, and make binding upon the transferee all of the terms, conditions, and assurances contained in this grant agreement.
- c. For all noise compatibility program projects which are to be carried out by another unit of local government or are on property owned by a unit of local government other than the sponsor, it will enter into an agreement with that government. Except as otherwise specified by the Secretary, that agreement shall obligate that government to the same terms, conditions, and assurances that would be applicable to it if it applied directly to the FAA for a grant to undertake the noise compatibility program project. That agreement and changes thereto must be satisfactory to the Secretary. It will take steps to enforce this agreement against the local government if there is substantial non-compliance with the terms of the agreement.
- d. For noise compatibility program projects to be carried out on privately owned property, it will enter into an agreement with the owner of that property which includes provisions specified by the Secretary. It will take steps to enforce this agreement against the property owner whenever there is substantial non-compliance with the terms of the agreement.
- e. If the sponsor is a private sponsor, it will take steps satisfactory to the Secretary to ensure that the airport will continue to function as a public-use airport in accordance with these assurances for the duration of these assurances.
- f. If an arrangement is made for management and operation of the airport by any agency or person other than the sponsor or an employee of the sponsor, the sponsor will reserve sufficient rights and authority to insure that the airport will be operated and maintained in accordance Title 49, United States Code, the regulations and the terms, conditions and assurances in this grant agreement and shall insure that such arrangement also requires compliance therewith.
- g. Sponsors of commercial service airports will not permit or enter into any arrangement that results in permission for the owner or tenant of a property used as a residence, or zoned for residential use, to taxi an aircraft between that property and any location on airport. Sponsors of general aviation airports entering into any arrangement that results in permission for the owner of residential real property adjacent to or near the airport must comply with the requirements of Sec. 136 of Public Law 112-95 and the sponsor assurances.

6. Consistency with Local Plans.

The project is reasonably consistent with plans (existing at the time of submission of this application) of public agencies that are authorized by the State in which the project is located to plan for the development of the area surrounding the airport.

7. Consideration of Local Interest.

It has given fair consideration to the interest of communities in or near where the project may be located.

8. Consultation with Users.

In making a decision to undertake any airport development project under Title 49, United States Code, it has undertaken reasonable consultations with affected parties using the airport at which project is proposed.

9. Public Hearings.

In projects involving the location of an airport, an airport runway, or a major runway extension, it has afforded the opportunity for public hearings for the purpose of considering the economic, social, and environmental effects of the airport or runway location and its consistency with goals and objectives of such planning as has been carried out by the community and it shall, when requested by the Secretary, submit a copy of the transcript of such hearings to the Secretary. Further, for such projects, it has on its management board either voting representation from the communities where the project is located or has advised the communities that they have the right to petition the Secretary concerning a proposed project.

10. Metropolitan Planning Organization.

In projects involving the location of an airport, an airport runway, or a major runway extension at a medium or large hub airport, the sponsor has made available to and has provided upon request to the metropolitan planning organization in the area in which the airport is located, if any, a copy of the proposed amendment to the airport layout plan to depict the project and a copy of any airport master plan in which the project is described or depicted.

11. Pavement Preventive Maintenance.

With respect to a project approved after January 1, 1995, for the replacement or reconstruction of pavement at the airport, it assures or certifies that it has implemented an effective airport pavement maintenance-management program and it assures that it will use such program for the useful life of any pavement constructed, reconstructed or repaired with Federal financial assistance at the airport. It will provide such reports on pavement condition and pavement management programs as the Secretary determines may be useful.

12. Terminal Development Prerequisites.

For projects which include terminal development at a public use airport, as defined in Title 49, it has, on the date of submittal of the project grant application, all the safety equipment required for certification of such airport under section 44706 of Title 49, United States Code, and all the security equipment required by rule or regulation, and

has provided for access to the passenger enplaning and deplaning area of such airport to passengers enplaning and deplaning from aircraft other than air carrier aircraft.

13. Accounting System, Audit, and Record Keeping Requirements.

- a. It shall keep all project accounts and records which fully disclose the amount and disposition by the recipient of the proceeds of this grant, the total cost of the project in connection with which this grant is given or used, and the amount or nature of that portion of the cost of the project supplied by other sources, and such other financial records pertinent to the project. The accounts and records shall be kept in accordance with an accounting system that will facilitate an effective audit in accordance with the Single Audit Act of 1984.
- b. It shall make available to the Secretary and the Comptroller General of the United States, or any of their duly authorized representatives, for the purpose of audit and examination, any books, documents, papers, and records of the recipient that are pertinent to this grant. The Secretary may require that an appropriate audit be conducted by a recipient. In any case in which an independent audit is made of the accounts of a sponsor relating to the disposition of the proceeds of a grant or relating to the project in connection with which this grant was given or used, it shall file a certified copy of such audit with the Comptroller General of the United States not later than six (6) months following the close of the fiscal year for which the audit was made.

14. Minimum Wage Rates.

It shall include, in all contracts in excess of \$2,000 for work on any projects funded under this grant agreement which involve labor, provisions establishing minimum rates of wages, to be predetermined by the Secretary of Labor, in accordance with the Davis-Bacon Act, as amended (40 U.S.C. 276a-276a-5), which contractors shall pay to skilled and unskilled labor, and such minimum rates shall be stated in the invitation for bids and shall be included in proposals or bids for the work.

15. Veteran's Preference.

It shall include in all contracts for work on any project funded under this grant agreement which involve labor, such provisions as are necessary to insure that, in the employment of labor (except in executive, administrative, and supervisory positions), preference shall be given to Vietnam era veterans, Persian Gulf veterans, Afghanistan-Iraq war veterans, disabled veterans, and small business concerns owned and controlled by disabled veterans as defined in Section 47112 of Title 49, United States Code. However, this preference shall apply only where the individuals are available and qualified to perform the work to which the employment relates.

16. Conformity to Plans and Specifications.

It will execute the project subject to plans, specifications, and schedules approved by the Secretary. Such plans, specifications, and schedules shall be submitted to the Secretary prior to commencement of site preparation, construction, or other performance under this grant agreement, and, upon approval of the Secretary, shall be incorporated into this grant agreement. Any modification to the approved plans,

specifications, and schedules shall also be subject to approval of the Secretary, and incorporated into this grant agreement.

17. Construction Inspection and Approval.

It will provide and maintain competent technical supervision at the construction site throughout the project to assure that the work conforms to the plans, specifications, and schedules approved by the Secretary for the project. It shall subject the construction work on any project contained in an approved project application to inspection and approval by the Secretary and such work shall be in accordance with regulations and procedures prescribed by the Secretary. Such regulations and procedures shall require such cost and progress reporting by the sponsor or sponsors of such project as the Secretary shall deem necessary.

18. Planning Projects.

In carrying out planning projects:

- a. It will execute the project in accordance with the approved program narrative contained in the project application or with the modifications similarly approved.
- b. It will furnish the Secretary with such periodic reports as required pertaining to the planning project and planning work activities.
- c. It will include in all published material prepared in connection with the planning project a notice that the material was prepared under a grant provided by the United States.
- d. It will make such material available for examination by the public, and agrees that no material prepared with funds under this project shall be subject to copyright in the United States or any other country.
- e. It will give the Secretary unrestricted authority to publish, disclose, distribute, and otherwise use any of the material prepared in connection with this grant.
- f. It will grant the Secretary the right to disapprove the sponsor's employment of specific consultants and their subcontractors to do all or any part of this project as well as the right to disapprove the proposed scope and cost of professional services.
- g. It will grant the Secretary the right to disapprove the use of the sponsor's employees to do all or any part of the project.
- h. It understands and agrees that the Secretary's approval of this project grant or the Secretary's approval of any planning material developed as part of this grant does not constitute or imply any assurance or commitment on the part of the Secretary to approve any pending or future application for a Federal airport grant.

19. Operation and Maintenance.

- a. The airport and all facilities which are necessary to serve the aeronautical users of the airport, other than facilities owned or controlled by the United States, shall be operated at all times in a safe and serviceable condition and in accordance with the minimum standards as may be required or prescribed by applicable Federal,

state and local agencies for maintenance and operation. It will not cause or permit any activity or action thereon which would interfere with its use for airport purposes. It will suitably operate and maintain the airport and all facilities thereon or connected therewith, with due regard to climatic and flood conditions. Any proposal to temporarily close the airport for non-aeronautical purposes must first be approved by the Secretary. In furtherance of this assurance, the sponsor will have in effect arrangements for-

- 1) Operating the airport's aeronautical facilities whenever required;
 - 2) Promptly marking and lighting hazards resulting from airport conditions, including temporary conditions; and
 - 3) Promptly notifying airmen of any condition affecting aeronautical use of the airport. Nothing contained herein shall be construed to require that the airport be operated for aeronautical use during temporary periods when snow, flood or other climatic conditions interfere with such operation and maintenance. Further, nothing herein shall be construed as requiring the maintenance, repair, restoration, or replacement of any structure or facility which is substantially damaged or destroyed due to an act of God or other condition or circumstance beyond the control of the sponsor.
- b. It will suitably operate and maintain noise compatibility program items that it owns or controls upon which Federal funds have been expended.

20. Hazard Removal and Mitigation.

It will take appropriate action to assure that such terminal airspace as is required to protect instrument and visual operations to the airport (including established minimum flight altitudes) will be adequately cleared and protected by removing, lowering, relocating, marking, or lighting or otherwise mitigating existing airport hazards and by preventing the establishment or creation of future airport hazards.

21. Compatible Land Use.

It will take appropriate action, to the extent reasonable, including the adoption of zoning laws, to restrict the use of land adjacent to or in the immediate vicinity of the airport to activities and purposes compatible with normal airport operations, including landing and takeoff of aircraft. In addition, if the project is for noise compatibility program implementation, it will not cause or permit any change in land use, within its jurisdiction, that will reduce its compatibility, with respect to the airport, of the noise compatibility program measures upon which Federal funds have been expended.

22. Economic Nondiscrimination.

- a. It will make the airport available as an airport for public use on reasonable terms and without unjust discrimination to all types, kinds and classes of aeronautical activities, including commercial aeronautical activities offering services to the public at the airport.
- b. In any agreement, contract, lease, or other arrangement under which a right or privilege at the airport is granted to any person, firm, or corporation to conduct or

to engage in any aeronautical activity for furnishing services to the public at the airport, the sponsor will insert and enforce provisions requiring the contractor to-

- 1) furnish said services on a reasonable, and not unjustly discriminatory, basis to all users thereof, and
 - 2) charge reasonable, and not unjustly discriminatory, prices for each unit or service, provided that the contractor may be allowed to make reasonable and nondiscriminatory discounts, rebates, or other similar types of price reductions to volume purchasers.
- c. Each fixed-based operator at the airport shall be subject to the same rates, fees, rentals, and other charges as are uniformly applicable to all other fixed-based operators making the same or similar uses of such airport and utilizing the same or similar facilities.
 - d. Each air carrier using such airport shall have the right to service itself or to use any fixed-based operator that is authorized or permitted by the airport to serve any air carrier at such airport.
 - e. Each air carrier using such airport (whether as a tenant, non-tenant, or subtenant of another air carrier tenant) shall be subject to such nondiscriminatory and substantially comparable rules, regulations, conditions, rates, fees, rentals, and other charges with respect to facilities directly and substantially related to providing air transportation as are applicable to all such air carriers which make similar use of such airport and utilize similar facilities, subject to reasonable classifications such as tenants or non-tenants and signatory carriers and non-signatory carriers. Classification or status as tenant or signatory shall not be unreasonably withheld by any airport provided an air carrier assumes obligations substantially similar to those already imposed on air carriers in such classification or status.
 - f. It will not exercise or grant any right or privilege which operates to prevent any person, firm, or corporation operating aircraft on the airport from performing any services on its own aircraft with its own employees [including, but not limited to maintenance, repair, and fueling] that it may choose to perform.
 - g. In the event the sponsor itself exercises any of the rights and privileges referred to in this assurance, the services involved will be provided on the same conditions as would apply to the furnishing of such services by commercial aeronautical service providers authorized by the sponsor under these provisions.
 - h. The sponsor may establish such reasonable, and not unjustly discriminatory, conditions to be met by all users of the airport as may be necessary for the safe and efficient operation of the airport.
 - i. The sponsor may prohibit or limit any given type, kind or class of aeronautical use of the airport if such action is necessary for the safe operation of the airport or necessary to serve the civil aviation needs of the public.

23. Exclusive Rights.

It will permit no exclusive right for the use of the airport by any person providing, or intending to provide, aeronautical services to the public. For purposes of this paragraph, the providing of the services at an airport by a single fixed-based operator shall not be construed as an exclusive right if both of the following apply:

- a. It would be unreasonably costly, burdensome, or impractical for more than one fixed-based operator to provide such services, and
- b. If allowing more than one fixed-based operator to provide such services would require the reduction of space leased pursuant to an existing agreement between such single fixed-based operator and such airport. It further agrees that it will not, either directly or indirectly, grant or permit any person, firm, or corporation, the exclusive right at the airport to conduct any aeronautical activities, including, but not limited to charter flights, pilot training, aircraft rental and sightseeing, aerial photography, crop dusting, aerial advertising and surveying, air carrier operations, aircraft sales and services, sale of aviation petroleum products whether or not conducted in conjunction with other aeronautical activity, repair and maintenance of aircraft, sale of aircraft parts, and any other activities which because of their direct relationship to the operation of aircraft can be regarded as an aeronautical activity, and that it will terminate any exclusive right to conduct an aeronautical activity now existing at such an airport before the grant of any assistance under Title 49, United States Code.

24. Fee and Rental Structure.

It will maintain a fee and rental structure for the facilities and services at the airport which will make the airport as self-sustaining as possible under the circumstances existing at the particular airport, taking into account such factors as the volume of traffic and economy of collection. No part of the Federal share of an airport development, airport planning or noise compatibility project for which a grant is made under Title 49, United States Code, the Airport and Airway Improvement Act of 1982, the Federal Airport Act or the Airport and Airway Development Act of 1970 shall be included in the rate basis in establishing fees, rates, and charges for users of that airport.

25. Airport Revenues.

- a. All revenues generated by the airport and any local taxes on aviation fuel established after December 30, 1987, will be expended by it for the capital or operating costs of the airport; the local airport system; or other local facilities which are owned or operated by the owner or operator of the airport and which are directly and substantially related to the actual air transportation of passengers or property; or for noise mitigation purposes on or off the airport. The following exceptions apply to this paragraph:
 - 1) If covenants or assurances in debt obligations issued before September 3, 1982, by the owner or operator of the airport, or provisions enacted before September 3, 1982, in governing statutes controlling the owner or operator's financing, provide for the use of the revenues from any of the airport owner or

operator's facilities, including the airport, to support not only the airport but also the airport owner or operator's general debt obligations or other facilities, then this limitation on the use of all revenues generated by the airport (and, in the case of a public airport, local taxes on aviation fuel) shall not apply.

- 2) If the Secretary approves the sale of a privately owned airport to a public sponsor and provides funding for any portion of the public sponsor's acquisition of land, this limitation on the use of all revenues generated by the sale shall not apply to certain proceeds from the sale. This is conditioned on repayment to the Secretary by the private owner of an amount equal to the remaining unamortized portion (amortized over a 20-year period) of any airport improvement grant made to the private owner for any purpose other than land acquisition on or after October 1, 1996, plus an amount equal to the federal share of the current fair market value of any land acquired with an airport improvement grant made to that airport on or after October 1, 1996.
 - 3) Certain revenue derived from or generated by mineral extraction, production, lease, or other means at a general aviation airport (as defined at Section 47102 of title 49 United States Code), if the FAA determines the airport sponsor meets the requirements set forth in Sec. 813 of Public Law 112-95.
- b. As part of the annual audit required under the Single Audit Act of 1984, the sponsor will direct that the audit will review, and the resulting audit report will provide an opinion concerning, the use of airport revenue and taxes in paragraph (a), and indicating whether funds paid or transferred to the owner or operator are paid or transferred in a manner consistent with Title 49, United States Code and any other applicable provision of law, including any regulation promulgated by the Secretary or Administrator.
 - c. Any civil penalties or other sanctions will be imposed for violation of this assurance in accordance with the provisions of Section 47107 of Title 49, United States Code.

26. Reports and Inspections.

It will:

- a. submit to the Secretary such annual or special financial and operations reports as the Secretary may reasonably request and make such reports available to the public; make available to the public at reasonable times and places a report of the airport budget in a format prescribed by the Secretary;
- b. for airport development projects, make the airport and all airport records and documents affecting the airport, including deeds, leases, operation and use agreements, regulations and other instruments, available for inspection by any duly authorized agent of the Secretary upon reasonable request;
- c. for noise compatibility program projects, make records and documents relating to the project and continued compliance with the terms, conditions, and assurances of this grant agreement including deeds, leases, agreements, regulations, and other instruments, available for inspection by any duly authorized agent of the Secretary upon reasonable request; and

- d. in a format and time prescribed by the Secretary, provide to the Secretary and make available to the public following each of its fiscal years, an annual report listing in detail:
 - 1) all amounts paid by the airport to any other unit of government and the purposes for which each such payment was made; and
 - 2) all services and property provided by the airport to other units of government and the amount of compensation received for provision of each such service and property.

27. Use by Government Aircraft.

It will make available all of the facilities of the airport developed with Federal financial assistance and all those usable for landing and takeoff of aircraft to the United States for use by Government aircraft in common with other aircraft at all times without charge, except, if the use by Government aircraft is substantial, charge may be made for a reasonable share, proportional to such use, for the cost of operating and maintaining the facilities used. Unless otherwise determined by the Secretary, or otherwise agreed to by the sponsor and the using agency, substantial use of an airport by Government aircraft will be considered to exist when operations of such aircraft are in excess of those which, in the opinion of the Secretary, would unduly interfere with use of the landing areas by other authorized aircraft, or during any calendar month that –

- a. Five (5) or more Government aircraft are regularly based at the airport or on land adjacent thereto; or
- b. The total number of movements (counting each landing as a movement) of Government aircraft is 300 or more, or the gross accumulative weight of Government aircraft using the airport (the total movement of Government aircraft multiplied by gross weights of such aircraft) is in excess of five million pounds.

28. Land for Federal Facilities.

It will furnish without cost to the Federal Government for use in connection with any air traffic control or air navigation activities, or weather-reporting and communication activities related to air traffic control, any areas of land or water, or estate therein, or rights in buildings of the sponsor as the Secretary considers necessary or desirable for construction, operation, and maintenance at Federal expense of space or facilities for such purposes. Such areas or any portion thereof will be made available as provided herein within four months after receipt of a written request from the Secretary.

29. Airport Layout Plan.

- a. It will keep up to date at all times an airport layout plan of the airport showing
 - 1) boundaries of the airport and all proposed additions thereto, together with the boundaries of all offsite areas owned or controlled by the sponsor for airport purposes and proposed additions thereto;
 - 2) the location and nature of all existing and proposed airport facilities and structures (such as runways, taxiways, aprons, terminal buildings, hangars and

roads), including all proposed extensions and reductions of existing airport facilities;

- 3) the location of all existing and proposed nonaviation areas and of all existing improvements thereon; and
 - 4) all proposed and existing access points used to taxi aircraft across the airport's property boundary. Such airport layout plans and each amendment, revision, or modification thereof, shall be subject to the approval of the Secretary which approval shall be evidenced by the signature of a duly authorized representative of the Secretary on the face of the airport layout plan. The sponsor will not make or permit any changes or alterations in the airport or any of its facilities which are not in conformity with the airport layout plan as approved by the Secretary and which might, in the opinion of the Secretary, adversely affect the safety, utility or efficiency of the airport.
- b. If a change or alteration in the airport or the facilities is made which the Secretary determines adversely affects the safety, utility, or efficiency of any federally owned, leased, or funded property on or off the airport and which is not in conformity with the airport layout plan as approved by the Secretary, the owner or operator will, if requested, by the Secretary (1) eliminate such adverse effect in a manner approved by the Secretary; or (2) bear all costs of relocating such property (or replacement thereof) to a site acceptable to the Secretary and all costs of restoring such property (or replacement thereof) to the level of safety, utility, efficiency, and cost of operation existing before the unapproved change in the airport or its facilities except in the case of a relocation or replacement of an existing airport facility due to a change in the Secretary's design standards beyond the control of the airport sponsor.

30. Civil Rights.

It will promptly take any measures necessary to ensure that no person in the United States shall, on the grounds of race, creed, color, national origin, sex, age, or disability be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination in any activity conducted with, or benefiting from, funds received from this grant.

- a. Using the definitions of activity, facility and program as found and defined in §§ 21.23 (b) and 21.23 (e) of 49 CFR § 21, the sponsor will facilitate all programs, operate all facilities, or conduct all programs in compliance with all non-discrimination requirements imposed by, or pursuant to these assurances.
- b. Applicability
 - 1) Programs and Activities. If the sponsor has received a grant (or other federal assistance) for any of the sponsor's program or activities, these requirements extend to all of the sponsor's programs and activities.
 - 2) Facilities. Where it receives a grant or other federal financial assistance to construct, expand, renovate, remodel, alter or acquire a facility, or part of a facility, the assurance extends to the entire facility and facilities operated in connection therewith.

- 3) Real Property. Where the sponsor receives a grant or other Federal financial assistance in the form of, or for the acquisition of real property or an interest in real property, the assurance will extend to rights to space on, over, or under such property.

c. Duration.

The sponsor agrees that it is obligated to this assurance for the period during which Federal financial assistance is extended to the program, except where the Federal financial assistance is to provide, or is in the form of, personal property, or real property, or interest therein, or structures or improvements thereon, in which case the assurance obligates the sponsor, or any transferee for the longer of the following periods:

- 1) So long as the airport is used as an airport, or for another purpose involving the provision of similar services or benefits; or
- 2) So long as the sponsor retains ownership or possession of the property.

- d. Required Solicitation Language. It will include the following notification in all solicitations for bids, Requests For Proposals for work, or material under this grant agreement and in all proposals for agreements, including airport concessions, regardless of funding source:

“The **(Name of Sponsor)**, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. §§ 2000d to 2000d-4) and the Regulations, hereby notifies all bidders that it will affirmatively ensure that any contract entered into pursuant to this advertisement, disadvantaged business enterprises and airport concession disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.”

e. Required Contract Provisions.

- 1) It will insert the non-discrimination contract clauses requiring compliance with the acts and regulations relative to non-discrimination in Federally-assisted programs of the DOT, and incorporating the acts and regulations into the contracts by reference in every contract or agreement subject to the non-discrimination in Federally-assisted programs of the DOT acts and regulations.
- 2) It will include a list of the pertinent non-discrimination authorities in every contract that is subject to the non-discrimination acts and regulations.
- 3) It will insert non-discrimination contract clauses as a covenant running with the land, in any deed from the United States effecting or recording a transfer of real property, structures, use, or improvements thereon or interest therein to a sponsor.
- 4) It will insert non-discrimination contract clauses prohibiting discrimination on the basis of race, color, national origin, creed, sex, age, or handicap as a

covenant running with the land, in any future deeds, leases, license, permits, or similar instruments entered into by the sponsor with other parties:

- a) For the subsequent transfer of real property acquired or improved under the applicable activity, project, or program; and
 - b) For the construction or use of, or access to, space on, over, or under real property acquired or improved under the applicable activity, project, or program.
- f. It will provide for such methods of administration for the program as are found by the Secretary to give reasonable guarantee that it, other recipients, sub-recipients, sub-grantees, contractors, subcontractors, consultants, transferees, successors in interest, and other participants of Federal financial assistance under such program will comply with all requirements imposed or pursuant to the acts, the regulations, and this assurance.
- g. It agrees that the United States has a right to seek judicial enforcement with regard to any matter arising under the acts, the regulations, and this assurance.

31. Disposal of Land.

- a. For land purchased under a grant for airport noise compatibility purposes, including land serving as a noise buffer, it will dispose of the land, when the land is no longer needed for such purposes, at fair market value, at the earliest practicable time. That portion of the proceeds of such disposition which is proportionate to the United States' share of acquisition of such land will be, at the discretion of the Secretary, (1) reinvested in another project at the airport, or (2) transferred to another eligible airport as prescribed by the Secretary. The Secretary shall give preference to the following, in descending order, (1) reinvestment in an approved noise compatibility project, (2) reinvestment in an approved project that is eligible for grant funding under Section 47117(e) of title 49 United States Code, (3) reinvestment in an approved airport development project that is eligible for grant funding under Sections 47114, 47115, or 47117 of title 49 United States Code, (4) transferred to an eligible sponsor of another public airport to be reinvested in an approved noise compatibility project at that airport, and (5) paid to the Secretary for deposit in the Airport and Airway Trust Fund. If land acquired under a grant for noise compatibility purposes is leased at fair market value and consistent with noise buffering purposes, the lease will not be considered a disposal of the land. Revenues derived from such a lease may be used for an approved airport development project that would otherwise be eligible for grant funding or any permitted use of airport revenue.
- b. For land purchased under a grant for airport development purposes (other than noise compatibility), it will, when the land is no longer needed for airport purposes, dispose of such land at fair market value or make available to the Secretary an amount equal to the United States' proportionate share of the fair market value of the land. That portion of the proceeds of such disposition which is proportionate to the United States' share of the cost of acquisition of such land will, (1) upon application to the Secretary, be reinvested or transferred to another

eligible airport as prescribed by the Secretary. The Secretary shall give preference to the following, in descending order: (1) reinvestment in an approved noise compatibility project, (2) reinvestment in an approved project that is eligible for grant funding under Section 47117(e) of title 49 United States Code, (3) reinvestment in an approved airport development project that is eligible for grant funding under Sections 47114, 47115, or 47117 of title 49 United States Code, (4) transferred to an eligible sponsor of another public airport to be reinvested in an approved noise compatibility project at that airport, and (5) paid to the Secretary for deposit in the Airport and Airway Trust Fund.

- c. Land shall be considered to be needed for airport purposes under this assurance if (1) it may be needed for aeronautical purposes (including runway protection zones) or serve as noise buffer land, and (2) the revenue from interim uses of such land contributes to the financial self-sufficiency of the airport. Further, land purchased with a grant received by an airport operator or owner before December 31, 1987, will be considered to be needed for airport purposes if the Secretary or Federal agency making such grant before December 31, 1987, was notified by the operator or owner of the uses of such land, did not object to such use, and the land continues to be used for that purpose, such use having commenced no later than December 15, 1989.
- d. Disposition of such land under (a) (b) or (c) will be subject to the retention or reservation of any interest or right therein necessary to ensure that such land will only be used for purposes which are compatible with noise levels associated with operation of the airport.

32. Engineering and Design Services.

It will award each contract, or sub-contract for program management, construction management, planning studies, feasibility studies, architectural services, preliminary engineering, design, engineering, surveying, mapping or related services with respect to the project in the same manner as a contract for architectural and engineering services is negotiated under Title IX of the Federal Property and Administrative Services Act of 1949 or an equivalent qualifications-based requirement prescribed for or by the sponsor of the airport.

33. Foreign Market Restrictions.

It will not allow funds provided under this grant to be used to fund any project which uses any product or service of a foreign country during the period in which such foreign country is listed by the United States Trade Representative as denying fair and equitable market opportunities for products and suppliers of the United States in procurement and construction.

34. Policies, Standards, and Specifications.

It will carry out the project in accordance with policies, standards, and specifications approved by the Secretary including but not limited to the advisory circulars listed in the Current FAA Advisory Circulars for AIP projects, dated 02/28/2020 (the latest approved version as of this grant offer) and included in this grant, and in accordance

with applicable state policies, standards, and specifications approved by the Secretary.

35. Relocation and Real Property Acquisition.

- a. It will be guided in acquiring real property, to the greatest extent practicable under State law, by the land acquisition policies in Subpart B of 49 CFR Part 24 and will pay or reimburse property owners for necessary expenses as specified in Subpart B.
- b. It will provide a relocation assistance program offering the services described in Subpart C and fair and reasonable relocation payments and assistance to displaced persons as required in Subpart D and E of 49 CFR Part 24.
- c. It will make available within a reasonable period of time prior to displacement, comparable replacement dwellings to displaced persons in accordance with Subpart E of 49 CFR Part 24.

36. Access By Intercity Buses.

The airport owner or operator will permit, to the maximum extent practicable, intercity buses or other modes of transportation to have access to the airport; however, it has no obligation to fund special facilities for intercity buses or for other modes of transportation.

37. Disadvantaged Business Enterprises.

The sponsor shall not discriminate on the basis of race, color, national origin or sex in the award and performance of any DOT-assisted contract covered by 49 CFR Part 26, or in the award and performance of any concession activity contract covered by 49 CFR Part 23. In addition, the sponsor shall not discriminate on the basis of race, color, national origin or sex in the administration of its DBE and ACDBE programs or the requirements of 49 CFR Parts 23 and 26. The sponsor shall take all necessary and reasonable steps under 49 CFR Parts 23 and 26 to ensure nondiscrimination in the award and administration of DOT-assisted contracts, and/or concession contracts. The sponsor's DBE and ACDBE programs, as required by 49 CFR Parts 26 and 23, and as approved by DOT, are incorporated by reference in this agreement. Implementation of these programs is a legal obligation and failure to carry out its terms shall be treated as a violation of this agreement. Upon notification to the sponsor of its failure to carry out its approved program, the Department may impose sanctions as provided for under Parts 26 and 23 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. 1001 and/or the Program Fraud Civil Remedies Act of 1936 (31 U.S.C. 3801).

38. Hangar Construction.

If the airport owner or operator and a person who owns an aircraft agree that a hangar is to be constructed at the airport for the aircraft at the aircraft owner's expense, the airport owner or operator will grant to the aircraft owner for the hangar a long term lease that is subject to such terms and conditions on the hangar as the airport owner or operator may impose.

39. Competitive Access.

- a. If the airport owner or operator of a medium or large hub airport (as defined in section **47102** of title **49**, U.S.C.) has been unable to accommodate one or more requests by an air carrier for access to gates or other facilities at that airport in order to allow the air carrier to provide service to the airport or to expand service at the airport, the airport owner or operator shall transmit a report to the Secretary that-
 - 1) Describes the requests;
 - 2) Provides an explanation as to why the requests could not be accommodated;
and
 - 3) Provides a time frame within which, if any, the airport will be able to accommodate the requests.
- b. Such report shall be due on either February 1 or August 1 of each year if the airport has been unable to accommodate the request(s) in the six month period prior to the applicable due date.



FAA
Airports

Current FAA Advisory Circulars Required for Use in AIP Funded and PFC Approved Projects

Updated: 2/28/2020

View the most current versions of these ACs and any associated changes at:
http://www.faa.gov/airports/resources/advisory_circulars and
http://www.faa.gov/regulations_policies/advisory_circulars/

NUMBER	TITLE
70/7460-1L Changes 1 - 2	Obstruction Marking and Lighting
150/5000-9A	Announcement of Availability Report No. DOT/FAA/PP/92-5, Guidelines for the Sound Insulation of Residences Exposed to Aircraft Operations
150/5000-17	Critical Aircraft and Regular Use Determination
150/5020-1	Noise Control and Compatibility Planning for Airports
150/5070-6B Changes 1 - 2	Airport Master Plans
150/5070-7 Change 1	The Airport System Planning Process
150/5100-13C	Development of State Aviation Standards for Airport Pavement Construction
150/5200-28F	Notices to Airmen (NOTAMs) for Airport Operators
150/5200-30D Change 1	Airport Field Condition Assessments and Winter Operations Safety
150/5200-31C Changes 1 - 2	Airport Emergency Plan
150/5210-5D	Painting, Marking, and Lighting of Vehicles Used on an Airport
150/5210-7D	Aircraft Rescue and Fire Fighting Communications
150/5210-13C	Airport Water Rescue Plans and Equipment

NUMBER	TITLE
150/5210-14B	Aircraft Rescue Fire Fighting Equipment, Tools and Clothing
150/5210-15A	Aircraft Rescue and Firefighting Station Building Design
150/5210-18A	Systems for Interactive Training of Airport Personnel
150/5210-19A	Driver's Enhanced Vision System (DEVs)
150/5220-10E	Guide Specification for Aircraft Rescue and Fire Fighting (ARFF) Vehicles
150/5220-16E, Change 1	Automated Weather Observing Systems (AWOS) for Non-Federal Applications
150/5220-17B	Aircraft Rescue and Fire Fighting (ARFF) Training Facilities
150/5220-18A	Buildings for Storage and Maintenance of Airport Snow and Ice Control Equipment and Materials
150/5220-20A	Airport Snow and Ice Control Equipment
150/5220-21C	Aircraft Boarding Equipment
150/5220-22B	Engineered Materials Arresting Systems (EMAS) for Aircraft Overruns
150/5220-23	Frangible Connections
150/5220-24	Foreign Object Debris Detection Equipment
150/5220-25	Airport Avian Radar Systems
150/5220-26, Changes 1 - 2	Airport Ground Vehicle Automatic Dependent Surveillance - Broadcast (ADS-B) Out Squitter Equipment
150/5300-13A, Change 1	Airport Design
150/5300-14C	Design of Aircraft Deicing Facilities
150/5300-16B	General Guidance and Specifications for Aeronautical Surveys: Establishment of Geodetic Control and Submission to the National Geodetic Survey
150/5300-17C Change 1	Standards for Using Remote Sensing Technologies in Airport Surveys
150/5300-18B Change 1	General Guidance and Specifications for Submission of Aeronautical Surveys to NGS: Field Data Collection and Geographic Information System (GIS) Standards
150/5320-5D	Airport Drainage Design

NUMBER	TITLE
150/5320-6F	Airport Pavement Design and Evaluation
150/5320-12C, Changes 1 - 8	Measurement, Construction, and Maintenance of Skid Resistant Airport Pavement Surfaces
150/5320-15A	Management of Airport Industrial Waste
150/5325-4B	Runway Length Requirements for Airport Design
150/5335-5C	Standardized Method of Reporting Airport Pavement Strength - PCN
150/5340-1M	Standards for Airport Markings
150/5340-5D	Segmented Circle Airport Marker System
150/5340-18G	Standards for Airport Sign Systems
150/5340-26C	Maintenance of Airport Visual Aid Facilities
150/5340-30J	Design and Installation Details for Airport Visual Aids
150/5345-3G	Specification for L-821, Panels for the Control of Airport Lighting
150/5345-5B	Circuit Selector Switch
150/5345-7F	Specification for L-824 Underground Electrical Cable for Airport Lighting Circuits
150/5345-10H	Specification for Constant Current Regulators and Regulator Monitors
150/5345-12F	Specification for Airport and Heliport Beacons
150/5345-13B	Specification for L-841 Auxiliary Relay Cabinet Assembly for Pilot Control of Airport Lighting Circuits
150/5345-26D	FAA Specification For L-823 Plug and Receptacle, Cable Connectors
150/5345-27E	Specification for Wind Cone Assemblies
150/5345-28H	Precision Approach Path Indicator (PAPI) Systems
150/5345-39D	Specification for L-853, Runway and Taxiway Retroreflective Markers
150/5345-42J	Specification for Airport Light Bases, Transformer Housings, Junction Boxes, and Accessories
150/5345-43J	Specification for Obstruction Lighting Equipment

NUMBER	TITLE
150/5345-44K	Specification for Runway and Taxiway Signs
150/5345-45C	Low-Impact Resistant (LIR) Structures
150/5345-46E	Specification for Runway and Taxiway Light Fixtures
150/5345-47C	Specification for Series to Series Isolation Transformers for Airport Lighting Systems
150/5345-49D	Specification L-854, Radio Control Equipment
150/5345-50B	Specification for Portable Runway and Taxiway Lights
150/5345-51B	Specification for Discharge-Type Flashing Light Equipment
150/5345-52A	Generic Visual Glideslope Indicators (GVGI)
150/5345-53D	Airport Lighting Equipment Certification Program
150/5345-54B	Specification for L-884, Power and Control Unit for Land and Hold Short Lighting Systems
150/5345-55A	Specification for L-893, Lighted Visual Aid to Indicate Temporary Runway Closure
150/5345-56B	Specification for L-890 Airport Lighting Control and Monitoring System (ALCMS)
150/5360-12F	Airport Signing and Graphics
150/5360-13A	Airport Terminal Planning
150/5360-14A	Access to Airports By Individuals With Disabilities
150/5370-2G	Operational Safety on Airports During Construction
150/5370-10H	Standard Specifications for Construction of Airports
150/5370-11B	Use of Nondestructive Testing in the Evaluation of Airport Pavements
150/5370-13A	Off-Peak Construction of Airport Pavements Using Hot-Mix Asphalt
150/5370-15B	Airside Applications for Artificial Turf
150/5370-16	Rapid Construction of Rigid (Portland Cement Concrete) Airfield Pavements
150/5370-17	Airside Use of Heated Pavement Systems
150/5390-2C	Heliport Design
150/5395-1B	Seaplane Bases

THE FOLLOWING ADDITIONAL APPLY TO AIP PROJECTS ONLY

Updated: 3/22/2019

NUMBER	TITLE
150/5100-14E, Change 1	Architectural, Engineering, and Planning Consultant Services for Airport Grant Projects
150/5100-17, Changes 1 - 7	Land Acquisition and Relocation Assistance for Airport Improvement Program Assisted Projects
150/5300-15A	Use of Value Engineering for Engineering and Design of Airport Grant Projects
150/5320-17A	Airfield Pavement Surface Evaluation and Rating Manuals
150/5370-12B	Quality Management for Federally Funded Airport Construction Projects
150/5380-6C	Guidelines and Procedures for Maintenance of Airport Pavements
150/5380-7B	Airport Pavement Management Program
150/5380-9	Guidelines and Procedures for Measuring Airfield Pavement Roughness

NUMBER	TITLE
150/5210-14B	Aircraft Rescue Fire Fighting Equipment, Tools and Clothing
150/5210-15A	Aircraft Rescue and Firefighting Station Building Design
150/5210-18A	Systems for Interactive Training of Airport Personnel
150/5210-19A	Driver's Enhanced Vision System (DEVs)
150/5220-10E	Guide Specification for Aircraft Rescue and Fire Fighting (ARFF) Vehicles
150/5220-16E, Change 1	Automated Weather Observing Systems (AWOS) for Non-Federal Applications
150/5220-17B	Aircraft Rescue and Fire Fighting (ARFF) Training Facilities
150/5220-18A	Buildings for Storage and Maintenance of Airport Snow and Ice Control Equipment and Materials
150/5220-20A	Airport Snow and Ice Control Equipment
150/5220-21C	Aircraft Boarding Equipment
150/5220-22B	Engineered Materials Arresting Systems (EMAS) for Aircraft Overruns
150/5220-23	Frangible Connections
150/5220-24	Foreign Object Debris Detection Equipment
150/5220-25	Airport Avian Radar Systems
150/5220-26, Changes 1 - 2	Airport Ground Vehicle Automatic Dependent Surveillance - Broadcast (ADS-B) Out Squitter Equipment
150/5300-13A, Change 1	Airport Design
150/5300-14C	Design of Aircraft Deicing Facilities
150/5300-16B	General Guidance and Specifications for Aeronautical Surveys: Establishment of Geodetic Control and Submission to the National Geodetic Survey
150/5300-17C Change 1	Standards for Using Remote Sensing Technologies in Airport Surveys
150/5300-18B Change 1	General Guidance and Specifications for Submission of Aeronautical Surveys to NGS: Field Data Collection and Geographic Information System (GIS) Standards
150/5320-5D	Airport Drainage Design

NUMBER	TITLE
150/5320-6F	Airport Pavement Design and Evaluation
150/5320-12C, Changes 1 - 8	Measurement, Construction, and Maintenance of Skid Resistant Airport Pavement Surfaces
150/5320-15A	Management of Airport Industrial Waste
150/5325-4B	Runway Length Requirements for Airport Design
150/5335-5C	Standardized Method of Reporting Airport Pavement Strength - PCN
150/5340-1M	Standards for Airport Markings
150/5340-5D	Segmented Circle Airport Marker System
150/5340-18G	Standards for Airport Sign Systems
150/5340-26C	Maintenance of Airport Visual Aid Facilities
150/5340-30J	Design and Installation Details for Airport Visual Aids
150/5345-3G	Specification for L-821, Panels for the Control of Airport Lighting
150/5345-5B	Circuit Selector Switch
150/5345-7F	Specification for L-824 Underground Electrical Cable for Airport Lighting Circuits
150/5345-10H	Specification for Constant Current Regulators and Regulator Monitors
150/5345-12F	Specification for Airport and Heliport Beacons
150/5345-13B	Specification for L-841 Auxiliary Relay Cabinet Assembly for Pilot Control of Airport Lighting Circuits
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150/5380-9	Guidelines and Procedures for Measuring Airfield Pavement Roughness



Alcova Reservoir Trailer Lot Lease

Rev. October 6, 2016

1. **Parties.** The parties to this contract are Natrona County ("County") and the following Lessee(s). The parties' respective contact information is:

Department Director
Natrona County Parks
P.O. Box 848
Mills, WY 82644
307-235-9325

Jane Doe
John Doe

Lot #

2. **Recitations.**

- A. County entered a contract with the United States, Department of the Interior, Bureau of Reclamation ("Reclamation") for the management, development, operation, and maintenance of recreation and related improvements and facilities at Alcova Reservoir¹, Natrona County, Wyoming. That contract is identified as "Management Agreement No. 15-LM-60-2364" (the "Management Agreement").
- B. This Lease is contingent upon the Management Agreement remaining in effect.
- C. This Lease is subordinate to the Management Agreement.
- D. The Management Agreement includes *Exhibit I* which is a site plan of the "Alcova Lake Trailer Park" (the "Site Plan") which identifies lots in the Alcova Lake Trailer Park (the "Trailer Park").
- E. Pursuant to the Management Agreement, Natrona County has authority to issue limited use authorizations in accordance with 43 CFR 429.5.²
- i. Limited use authorization does not convey ownership or other interest in the Federal real property.
 - ii. Limited use authorization shall be for a specified period.
 - iii. Limited use authorization shall not provide an automatic right of renewal.
 - iv. Limited use authorization is fully revocable at the discretion of Reclamation.
 - v. Limited use authorization shall be consistent with Reclamation's Resource Management Plan.

¹ The Management Agreement uses both "reservoir" and "lake" to refer to the same Alcova body of water.

² Management Agreement H 19(i).

- F. Pursuant to the Management Agreement, this lease agreement recognizes the right of paramount use by Reclamation of the Reservoir Area for project purposes. Reclamation retains all of its rights, including, but not limited to its right to:
- i. Access and enter all property governed by the Management Agreement;
 - ii. Close all or part of the property governed by the Management Agreement;
 - iii. Revise the boundaries of the Operations Area defined by the Management Agreement;
 - iv. Remove material from the area included in the Management Agreement;
 - v. Change the level of Alcova Reservoir; and
 - vi. Not stand in the stead for the County if the management agreement expires or is terminated
- G. Title 43 of the Code of Federal Regulations, Part 423, Public Conduct on Bureau of Reclamation Facilities, Lands, and Waterbodies, applies to this Lease and the Lessees.
- H. This Lease grants no vested property right to Lessee but affords Lessee only a limited license to occupy the Lot, pending a greater public use as determined by Reclamation.**

3. **Purpose of Lease.** The purpose of this Lease is for County to lease a lot in the Trailer Park to Lessee. In consideration of the mutual covenants herein, the parties agree to this Lease.
4. **Effective Date and Term of Lease.** This Lease becomes effective upon the date of the last required signature. The term of this Lease is May 15, 2016 to May 18, 2021, inclusive. Following are the Lease years:
- A. First Lease year - May 15, 2016 through May 18, 2017
 - B. Second Lease year - May 19, 2017 through May 18, 2018
 - C. Third Lease year - May 19, 2018 through May 18, 2019
 - D. Fourth Lease year - May 19, 2019 through May 18, 2020
 - E. Fifth Lease year - May 19, 2020 through May 18, 2021
5. **Seasonal Operation Period.** April 15th through October 15th is the Seasonal Operation Period for all facilities in Alcova Reservoir including the lots in the Trailer Park. The trailer site shall not be the principal place of residence for the Lessee.

6. County's Obligations.

- A. County leases the Lot in the Trailer Park **as is** to Lessee.
- B. County will provide water and sewer to the Lot and dumpsters to the area shown on the Site Plan (the "Services") during the Seasonal Operation Period.

7. Lessee's Obligations In exchange for County leasing the Lot to Lessee and providing Services:

A. PAYMENT of FEES.

i. Lessee shall pay the following fees:

a. Rent. For the first Lease year, **\$2450.00** for annual rent.

b. Services. For the first Lease year, **\$100** for the Services. If the actual cost of the Services exceeds \$100, Lessee shall pay the additional cost of Services within ten days of the date of the annual letter from County which will contain the additional amount Lessee owes.

ii. For the first Lease year, Lessee shall pay the fees for rent and services promptly upon notification of payment due. Each year thereafter, Lessee shall pay the annual rent and service fees no later than **May 19th** of that Lease year.

iii. All fees are nonrefundable.

iv. County will annually adjust the rent fee based on the *Wyoming Cost of Living Index* published by the Economic Analysis Division of the State of Wyoming.

B. MAINTAIN LIABILITY INSURANCE. During the entire term of this Lease, Lessee shall maintain comprehensive general liability insurance for the Site in a minimum amount of \$100,000 for each occurrence for bodily injury and property damage from a company acceptable to County. Lessee shall provide proof of insurance to the Department Director upon request.

C. ALLOW ACCESS. County and Reclamation and their respective agent(s) shall have at all times and places to have full ingress for passage over and egress from all land covered by this Lease for the purpose of carrying on operations of the United States and the County.

D. PROHIBITED. Lessee shall not:

i. Change the use of the Lot;

ii. Commit or allow anyone else to commit waste on the Lot;

iii. Conduct a commercial enterprise on the premises;

iv. Create or allow anyone else to create a nuisance on the Lot;

v. Commit or allow anyone else to commit, any act whereby persons may be endangered or injured by use of the reservoir area.

- vi. Keep more than one mobile home or trailer or camper or similar structure on the Lot;
- vii. Store any personal property other than a boat and trailer that are less than 24 feet long on the Lot from October 16th through April 14th;
- viii. Construct any improvement on the Lot, including, but not limited to a fence, deck, porch, shed, sun shade, or modification to exteriors of structures, without following the Site Modification Guidelines for Leaseholders at Alcova Reservoir, Natrona County, Wyoming.
- ix. Allow any construction on the Lot by any person who is not a Natrona County licensed contractor;
- x. Violate any County resolution, including the current *Zoning Resolution of Natrona County, Wyoming*, with the exception of a preexisting use;
- xi. Build or use any fire pit or fire ring other than a valved, manufactured appliance listed specifically for recreational fire use. LP gas or charcoal grills are excluded from this prohibition when used for cooking;
- xii. Leave or burn any refuse;
- xiii. Dispose of sewage except in accordance with federal, state, and local laws;
- xiv. Cut or take timber from any area covered by the Management Agreement; or
- xv. Build or place any improvements outside of the lot lease.
- xvi. Allow sleeping accommodations outside of the permitted structure on the lot.

E. REQUIRED. Lessee shall:

- i. Provide and maintain any service facilities on the Lot in a manner acceptable to County and shall be responsible for any and all damage to utility hookups;
- i. Promptly clean up after Lessee's dog(s);
- ii. Store all refuse in a tidy manner that prevents the refuse from being blown away; and
- iii. Submit all proposed construction activities to the Department Director in accordance with the Site Modification Guidelines for Leaseholders at Alcova Reservoir, Natrona County, Wyoming. The Department Director shall submit:
 - a. Proposals for *substantial* lot improvements to Reclamation.
 - b. All proposals and his/her recommendations on the proposed improvements to the Natrona County Development Department.

F. USE.

- i. The Lessee will use the said premises, or permit the said premises to be used, only and exclusively for proper and legitimate purposes.
- ii. The Lessee may stay overnight on the Lot during the Seasonal Operation Period. Lessee shall not stay overnight on the Lot from October 16th through April 14th.
- iii. Lessee shall not use the sewage facilities on the Lot or any other Alcova Reservoir facility from October 16th through April 14th.

G. OTHER SERVICES. If Lessee wants any service not specified in this Lease (nonexclusive examples include – water well, septic system, propane, electrical, satellite television), Lessee is solely responsible for obtaining the service and all costs associated with the proper installation of the service and fees.

8. **Lease Transfer, Extension, Renewal and Termination.** There shall be no assignment or transfer of this Lease. All leases shall be issued only by the County. Neither party has a right of extension or renewal of this Lease. Leases shall be issued to those parties that were successfully drawn from the lottery list. The County maintains a lottery list for Trailer Lot Leases that is renewed on February 1st of each year. If Lessee wants to terminate this Lease, s/he must follow the published Lottery Process.

9. **General Provisions.**

- A. **Amendments.** Any changes to this Lease shall be in writing signed and dated by all parties.
- B. **Collateral.** No party shall use this Lease or any part of this Lease as collateral without prior written consent of all parties.
- C. **Waiver.** If a party waives a breach by another party of a term of this Lease, it does not constitute a waiver of any prior or subsequent breach. Failure to object to a breach shall not constitute a waiver.
- D. **Breach.** If Lessee fails to perform in accordance with this Lease, the lessee shall be given written notice, by certified mail to the Lessee's address as designated within this Lease, of the breach or default, and Lessee shall have thirty (30) days from the receipt of such notice to correct the breach or take action likely to effect such correction. If such breach or default is not corrected within 30 days, County may at its discretion:
 - i. terminate this Lease, and/or
 - ii. demand specific performance in accordance with this Lease, and/or
 - iii. pursue any other remedy allowed by law.
- E. **Termination.** County may terminate this Lease immediately for cause if the Lessee fails to perform in accordance with this Lease. If County terminates this Lease for cause, Lessee is liable for all reasonable costs, County's attorneys' fees and expenses associated with enforcing this Lease, removing Lessee and Lessee's property, and otherwise recovering possession of the Lot.

- F. **Notices.** A party shall give notice to all parties by regular mail, facsimile, or personal delivery at the respective address given in this Lease or provided in writing hereafter.
- H. **Applicable Law and Venue.** The laws of the State of Wyoming shall govern the interpretation and enforcement of this Lease. The courts in the State of Wyoming shall have jurisdiction over this Lease and the parties. A court in Natrona County, Wyoming shall be the proper venue for any legal action involving this Lease.
- I. **Governmental Immunity.** The County does not waive and specifically retains all immunity provided by the Wyoming Governmental Claims Act, Wyo. Stat. §§ 1-39-101, et. seq., and all other immunities provided by law. Reclamation does not waive and specifically retains its sovereign immunity and all other immunities provided by law.
- J. **Compliance with Laws.** Lessee shall be aware of and comply with all applicable federal, state, and local laws, rules and regulations in force now or as may be promulgated or changed in the future.
- K. **Third-Party Beneficiary.** The parties do not intend this Lease to create any third-party beneficiary.
- L. **Indemnification.** Lessee shall indemnify, defend, and hold harmless County and Reclamation and their respective agents from any and all claims, lawsuits, losses, and liability arising out of Lessee's acts or omissions related to this Lease.
- M. **Force Majeure.** The parties shall not be liable for failure to perform in accordance with this Lease if such failure to perform arises out of a cause beyond the party's control and with no fault or negligence of the nonperforming party. Such causes may include, but are not limited to, earthquake, act of a public enemy, fire, flood, epidemic, quarantine, freight embargo, and unusually severe weather.
- N. **Time.** Time is of the essence in performance of this Lease.
- O. **Titles for Reference.** Titles of paragraphs in this Lease are for reference only and shall not be used to construe the language of this Lease.
- P. **Entire Lease.** This document consisting of 7 pages contains the entire legally binding agreement between the parties and supersedes any and all prior negotiations, representations, and agreements, written and oral with the exception that this Lease is contingent upon and subordinate to the Management Agreement.
- Q. **Severability.** If any portion of this Lease is determined by a court with jurisdiction to be illegal or unenforceable, the remainder of this Lease shall remain in effect, and either party may renegotiate the term(s) affected by the severance.

By signing Lessee(s) affirms that he/she/they are owners of the Trailer/RV and acknowledge that only an owner may lease the property.

NATRONA COUNTY

JANE DOE

Chair, Date
Board of County Commissioners

Lessee Date

ATTEST:

JOHN DOE

County Clerk Date

Lessee Date

Approved as to form
County Legal Department

All correspondence shall be sent to the following mailing address:

Address

City, ST Zip

Phone(s)

**METRO ETHERNET SERVICE
FIXED PERIOD PRICING PLAN
Intrastate**

Agreement Number: _____

This CenturyLink Metro Ethernet Service Agreement ("Agreement") between **NATRONA COUNTY – WY** ("Customer") and Qwest Corporation d/b/a CenturyLink QC ("CenturyLink") is effective on the date of execution by CenturyLink ("Effective Date").

Tariff

Service will be governed by: (a) the Tariff applicable to Service; and (b) to the extent a comparable Tariff term or condition does not apply to Service, the terms and conditions set forth in this Agreement. "Tariff" includes as applicable: CenturyLink state tariffs, price lists, price schedules, administrative guidelines, catalogs, and rate and term schedules incorporated by this reference and posted at <http://www.centurylink.com/tariffs>. Service is subject to technical publication 77411 located at <http://www.centurylink.com/techpub/> ("Tech Pub").

1. Scope.

1.1 Metro Ethernet Service ("Service") is a flexible transport service that uses established Ethernet transport technology. The Service provides connections between multiple Customer locations within a metropolitan area using native Ethernet protocol. The transmission speed depends on the Ethernet port ("Port") selected and the amount of bandwidth ordered over the Port ("Bandwidth Profile"). Service extends to the Demarcation Point. "Demarcation Point" means the CenturyLink-designated physical interface between the CenturyLink-owned network and Customer's telecommunications equipment. Service is available over two designs: (a) Customer Premises, supporting transmission speeds as low as 1 Mbps and up to 1 Gbps in increments of 10 Mbps from 10 to 100 Mbps, and in increments of 100 Mbps from 100 to 1,000 Mbps and (b) Central Office, supporting transmission speeds of 100 Mbps, 600 Mbps and 1,000 Mbps. "SLA" means the service level agreement specific to the Service, located at <http://www.qwest.centurylink.com/legal/>, which is controlled by the Tariff and Tech Pub, which are subject to change. The SLA provides Customer's sole and exclusive remedy for service interruptions or service deficiencies of any kind whatsoever for Service.

1.2 Any CenturyLink tariff, price list, price schedule, administrative guideline, catalog, and other rate and term schedules (hereinafter, whether individually or together, "Tariff") applicable to the Service is incorporated into this Agreement by reference and made a part of this Agreement. The Service will be governed by: (a) the Tariff applicable to the Service; and (b) to the extent a comparable Tariff term or condition does not apply to the Service, the terms and conditions set forth in this Agreement. CenturyLink reserves the right to amend, change, withdraw, or file additional Tariffs in its sole discretion, with such updated Tariffs effective upon posting or upon fulfillment of any necessary regulatory requirements.

1.3 Service provided herein is subject to network infrastructure availability and may require the expenditure of CenturyLink capital funds ("Funding") to provide Service to Customer. If a location requires Funding, CenturyLink will only provide Service if Funding has been approved as evidenced on the signature page of this Agreement. Such approval will be granted at the sole discretion of CenturyLink. In the event this Agreement is executed, and the required Funding is not approved, CenturyLink agrees to cooperate with Customer in good faith to develop an alternative service solution and may terminate this Agreement immediately without penalty.

1.4 Customer understands and agrees that CenturyLink supplies Service as an intrastate, intraLATA telecommunications service, as defined by State and/or Federal Communications Commission ("F.C.C.") regulations, which are incorporated herein by this reference. It is Customer's responsibility to ensure that Customer uses Service as an intrastate, intraLATA telecommunications service consistent with such regulations. F.C.C. regulations permit interstate usage of Service if such usage does not exceed 10% of the total usage. If Customer should use this Service for any other purpose, or if interstate usage exceeds 10%, it is Customer's responsibility to immediately notify CenturyLink of such use and to place an order for appropriate service. CenturyLink will bill, and Customer will promptly pay, appropriate monthly recurring charges, for such use of and changes to Customer's telecommunications service including, but not limited to all applicable CenturyLink Rates and Services Schedule No. 1 interstate access charges or intrastate Tariff access charges.

1.5 "Construction" means when Service may not be available due to facilities limitations and it is necessary for CenturyLink to construct facilities. "Funding" means charges to Customer over the term of a Service contract covering CenturyLink's calculated costs for providing Service and its expected rate of return when network infrastructure is not available to provide Service to Customer. CenturyLink may assess separate Construction charges if facilities are not available to meet an order for Service and CenturyLink constructs facilities under one or more of the following circumstances: (a) the amount of Customer's expected payments over the term of the Agreement does not exceed CenturyLink's calculated cost of providing the Service plus its expected rate of return; (b) Customer requests that Service be furnished using a type of facility, or via a route that CenturyLink would not normally utilize in providing the requested Service; (c) more facilities are requested than would normally be required to satisfy an order; and (d) Customer requests that Construction be expedited, resulting in added cost to CenturyLink. Service provided under this Agreement is subject to Funding approval and that approval will be evidenced in the Funding Concurrence block on this Agreement. That approval will be granted at the sole discretion of CenturyLink. In the event contract documents are signed under which Customer is ordering Service for which Funding is not approved, CenturyLink will cooperate with Customer in good faith to develop an alternative service solution if Funding cannot be achieved on the contracted solution and CenturyLink may immediately terminate this Agreement, without penalty, if Funding of the contracted and alternate Service solutions are determined to not be possible.

2. Term.

2.1 This Agreement is effective on the date CenturyLink signs it, following Customer's execution of this Agreement ("Effective Date"), and it expires 60 months from the date Service is available to Customer, as evidenced by CenturyLink records ("Initial Term"). The Service shall have a "Minimum Service Period" of 12 months. After the expiration of the Initial Term, this Agreement will continue

**METRO ETHERNET SERVICE
FIXED PERIOD PRICING PLAN
Intrastate**

automatically on a month-to-month basis unless a party notifies the other party in writing of its desire not to renew this Agreement at least 60 calendar days, and no more than 120 calendar days, prior to the end of the Initial Term. After the Initial Term, either party may terminate this Agreement upon 30 calendar days prior written notice. The Initial Term and any month-to-month period thereafter will be collectively referred to as the "Term."

2.2 After the Initial Term, Customer will pay for Service at CenturyLink's then-current rates. CenturyLink will inform Customer of its then-current rates for Service upon written request.

3. Installation/Provisioning of Service.

3.1 CenturyLink will provide the Service at the locations specified in Exhibit 1, attached hereto and made a part of this Agreement.

3.2 Order Acceptance and Cancellation. CenturyLink and Customer will determine a mutually agreeable date for Service to be available for use. Customer's acceptance of Service will be subject to the terms in the applicable Tariff. If the order for Service is canceled (a) at Customer's request; or (b) by CenturyLink due to Customer's failure to accept Service, Customer will be subject to cancellation charges in the applicable Tariff.

3.3 Start of service for each Service ("Start of Service Date") will begin on the date on which Customer accepts delivery of such Service. CenturyLink will provide notice that a Service is ready for acceptance. At Customer's request, mutual testing may be performed in accordance to the service parameters outlined in the Tariff.

4. Charges and Billing.

4.1 Customer must pay CenturyLink all charges by the payment due date on the invoice. Any amount not paid when due is subject to late interest specified by the Tariff, or if there is no such late interest specified in the Tariff, the amount due will be subject to late interest at the lesser of 1.5% per month or the maximum rate allowed by law. In addition to payment of charges for Service, Customer must also pay CenturyLink any applicable Taxes assessed in connection with Service. "Taxes" means federal, state, and local excise, gross receipts, sales, use, privilege, or other tax (other than net income) now or in the future imposed by any governmental entity (whether such Taxes are assessed by a governmental authority directly upon CenturyLink or Customer) attributable or measured by the sale price or transaction amount, or surcharges, fees, and other similar charges that are required or permitted to be assessed on Customer. These charges may include state and federal Carrier Universal Service Charges, as well as charges related to E911, and Telephone Relay Service. Taxes may vary and are subject to change. CenturyLink reserves the right to charge administrative fees when Customer's payment preferences deviate from CenturyLink's standard practices.

4.2 The monthly recurring charge ("MRC") and nonrecurring charge ("NRC") for Service, specified on Exhibit 1, reflect the rates currently in effect in the Tariff. Service's MRC and NRC will be those in effect in the Tariff on the first date of installation of Service. CenturyLink will fix the MRCs during the Term so that CenturyLink will not pass through any CenturyLink initiated price increases to Customer during the Term. Any rate increases directed or mandated by a regulatory body will be applied as required.

Promotional Pricing: Yes £3 No Promotion Expiration Date: _____
Promotion Description, Title, or Code: _____

5. Changes to Service.

5.1 Subsequent orders to add new Service port(s) will be for the remainder of the Term, provided the Minimum Service Period can be met. All Service ports ordered under this Agreement will expire on the same date regardless of when they are ordered (e.g., if the original Service is in month 10 of a 60-month Term when Customer orders a new Service port for a 60-month fixed period rate plan, the new Service port will be billed at the 60-month rate for the next 50-months). In the event the Minimum Service Period cannot be met, a new Agreement must be signed.

5.2 A subsequent order to change or add a Service port during the Term will be assessed an NRC.

5.3 A subsequent order to change Service Bandwidth during the Term will not be assessed the NRC, however, the MRC will be changed to the new Service bandwidth profile charge. Customer may be assessed an early Termination liability charge for any decrease in bandwidth during the Term of the Agreement.

5.4 Customer request for a physical move of Service to a new location will be treated as a termination of service at the original location. NRC's will apply and Term requirements must be met in the new location. In the event the Minimum Service Period cannot be met, a new Agreement must be signed.

5.5 Customer request for a physical move of Service to a location within the same building as the existing Service will be charged a fee equal to one half the applicable NRC charge. There will be no changes to the Minimum Service Period.

6. Termination. Either party may terminate Service and/or this Agreement in accordance with the applicable Tariff or for Cause. "Cause" means the failure of a party to perform a material obligation under this Agreement, which failure is not remedied: (a) for payment defaults by Customer, within five days of separate written notice from CenturyLink of such default (unless a different notice period is specified in the Tariff); or (b) for any other material breach, within 30 days of written notice (unless a different notice period is specified in the Tariff or this Agreement). Customer will remain liable for charges accrued but unpaid as of the termination date. If, prior to the conclusion of the Term, Service and/or this Agreement is terminated either by CenturyLink for Cause or by Customer for any reason other

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than Cause, then Customer will also be liable for any termination charges ("Termination Charge"). Prior to the conclusion of the Term, if Service and/or this Agreement is terminated or bandwidth is decreased below the original contracted level ("decreased bandwidth"), either by CenturyLink for Cause or by Customer for any reason other than Cause, then Customer will also be liable for and pay CenturyLink the following Termination Charge: (a) all accrued and unpaid charges for the terminated Service or decreased bandwidth provided through the effective date of such termination or decrease; plus (b) a termination charge of 100% of the balance of the MRCs for the unexpired portion of the Minimum Service Period for the terminated Service and/or a charge of 100% of the difference between the original bandwidth MRC and the decreased bandwidth MRC; plus (c) 40% of the balance of the MRCs due for the unexpired portion of the Term in excess of the Minimum Service Period for the terminated Service and/or 40% of the difference between the original bandwidth MRC and the decreased bandwidth MRC; plus (d) any and all third party costs and expenses incurred by CenturyLink in so terminating such Service or decreasing bandwidth and all applicable non-recurring charges that may have been waived.

7. Confidentiality. Neither party will, without the prior written consent of the other party: (a) disclose any of the terms of this Agreement; or (b) disclose or use (except as expressly permitted by, or required to achieve the purposes of, this Agreement) the Confidential Information of the other party. "Confidential Information" means any information that is not generally available to the public, whether of a technical, business, or other nature, and that: (a) the receiving party knows or has reason to know is confidential, proprietary, or trade secret information of the disclosing party; or (b) is of such a nature that the receiving party should reasonably understand that the disclosing party desires to protect the information from disclosure. Confidential Information will not include information that is in the public domain through no breach of this Agreement by the receiving party or is already known or is independently developed by the receiving party. Each party will use reasonable efforts to protect the other's Confidential Information and will use at least the same efforts to protect such Confidential Information as the party would use to protect its own. CenturyLink's consent may only be given by its Legal Department. A party may disclose Confidential Information if required to do so by a governmental agency, by operation of law, or if necessary in any proceeding to establish rights or obligations under this Agreement.

8. Use of Name and Marks. Neither party will use the name or marks of the other party or any of its Affiliates for any purpose without the other party's prior written consent. CenturyLink's consent may only be given by its Legal Department. "Affiliate" means any entity controlled by, controlling, or under common control with a party.

9. Disclaimer of Warranties. EXCEPT AS EXPRESSLY PROVIDED IN THIS AGREEMENT, SERVICE IS PROVIDED "AS IS." CENTURYLINK DISCLAIMS ALL EXPRESS OR IMPLIED WARRANTIES, INCLUDING BUT NOT LIMITED TO ALL WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, AND NON-INFRINGEMENT.

10. Limitations of Liability. The remedies and limitations of liability for any claims arising between the parties are set forth below.

10.1 Consequential Damages. NEITHER PARTY OR ITS AFFILIATES, AGENTS, OR CONTRACTORS IS LIABLE FOR ANY CONSEQUENTIAL, INCIDENTAL, INDIRECT, SPECIAL, OR PUNITIVE DAMAGES OR FOR ANY LOST PROFITS, LOST REVENUES, LOST DATA, LOST BUSINESS OPPORTUNITY, OR COSTS OF COVER.

10.2 Claims Related to Service. For Service related claims by Customer, Customer's exclusive remedies are limited to the applicable out-of-service credits, if any.

10.3 Personal Injury; Death; Property Damages. For claims arising out of personal injury or death to a party's employee, or damage to a party's real or personal property, that are caused by the other party's negligence or willful misconduct in the performance of this Agreement, each party's liability is limited to proven direct damages.

11. Miscellaneous.

11.1 General. This Agreement's benefits do not extend to any third party (e.g., an End User). "End User" means Customer's members, end users, customers, or any other third parties who use or access Service or the CenturyLink network via Service. If any term of this Agreement is held unenforceable, the remaining terms will remain in effect. Neither party's failure to exercise any right or to insist upon strict performance of any provision of this Agreement is a waiver of any right under this Agreement. The terms and conditions of this Agreement regarding confidentiality, limitation of liability, warranties, payment, dispute resolution, and all other terms of this Agreement that should by their nature survive the termination of this Agreement will survive. Each party is not responsible for any delay or other failure to perform due to a Force Majeure Event. "Force Majeure Event" means an unforeseeable event beyond the reasonable control of that party, including without limitation: act of God, fire, explosion, lightning, hurricane, labor dispute, cable cuts by third parties, acts of terror, material shortages or unavailability, government laws or regulations, war or civil disorder, or failures of suppliers of goods and services. Customer may not assign this Agreement or any of its rights or obligations under this Agreement without the prior written consent of CenturyLink, which consent will not be unreasonably withheld. Customer may not assign to a reseller or a telecommunications carrier under any circumstances.

11.2 Conflicts Provision. If a conflict exists among provisions within this Agreement, the following order of precedence will apply in descending order of control: Tariff, this Agreement, the Tech Pub and CenturyLink records.

11.3 Independent Contractor. CenturyLink provides Service as an independent contractor. This Agreement will not create an employer-employee relationship, association, joint venture, partnership, or other form of legal entity or business enterprise between the parties, their agents, employees or affiliates.

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11.4 ARRA. Customer will not pay for Service with funds obtained through the American Recovery and Reinvestment Act or other similar stimulus grants or loans that would obligate CenturyLink to provide certain information or perform certain functions unless each of those obligations are explicitly identified and agreed to by the parties in this Agreement or in an amendment to this Agreement.

11.5 HIPAA. CenturyLink Communications, LLC does not require or intend to access Customer data in its performance hereunder, including but not limited to any confidential health related information of Customer's clients, which may include group health plans, that constitutes Protected Health Information ("PHI"), as defined in 45 C.F.R. §160.103 under the Health Insurance Portability and Accountability Act of 1996 ("HIPAA Rules"). To the extent that any exposure to PHI is incidental to CenturyLink's provision of Service and not meant for the purpose of accessing, managing the PHI or creating or manipulating the PHI, such exposure is allowable under 45 CFR 164.502(a)(1)(iii).

11.6 Credit Approval. Provision of Service is subject to CenturyLink's credit approval of Customer. As part of the credit approval process, CenturyLink may require Customer to provide a deposit or other security. Additionally, during the Term, if Customer's financial circumstance or payment history becomes reasonably unacceptable to CenturyLink, CenturyLink may require adequate assurance of future payment as a condition of continuing CenturyLink's provision of Service. Customer's failure to provide adequate assurances required by CenturyLink is a material breach of this Agreement. CenturyLink may provide Customer's payment history or other billing/charge information to credit reporting agencies or industry clearinghouses.

11.7 Governing Law; Dispute Resolution.

(a) Governing Law; Forum. Colorado state law, without regard to choice-of-law principles, governs all matters relating to this Agreement, except with regard to matters which are within the exclusive jurisdiction of the state or federal regulatory agency. Any legal proceeding relating to this Agreement will be brought in a U.S. District Court, or absent federal jurisdiction, in a state court of competent jurisdiction, in Denver, Colorado. This provision is not intended to deprive a small claims court or state agency of lawful jurisdiction that would otherwise exist over a claim or controversy between the parties.

(b) Waiver of Jury Trial and Class Action. Each party, to the extent permitted by law, knowingly, voluntarily, and intentionally waives its right to a jury trial and any right to pursue any claim or action relating to this Agreement on a class or consolidated basis or in a representative capacity. If for any reason the jury trial waiver is held to be unenforceable, the parties agree to binding arbitration for any dispute relating to this Agreement under the Federal Arbitration Act, 9 U.S.C. § 1, et. seq. The arbitration will be conducted in accordance with the JAMS Comprehensive Arbitration Rules. Judgment upon the arbitration award may be entered in any court having jurisdiction.

(c) Limitations Period. Any claim relating to this Agreement must be brought within two years after the claim arises.

11.8 No Resale; Compliance. Customer represents that it is not a reseller of any telecommunication services provided under this Agreement as described in the Telecommunications Act of 1996, as amended, or applicable state law and acknowledges it is not entitled to any reseller discounts under any laws. Customer's use of Service must comply with all applicable laws.

11.9 Amendments; Changes. This Agreement may be amended only in a writing signed by both parties' authorized representatives. Each party may, at any time, reject any handwritten change or other alteration to this Agreement. CenturyLink may amend, change, or withdraw the Tariffs, with such updated Tariffs effective upon posting or upon fulfillment of any necessary regulatory requirements.

11.10 Notices. All notices must be in writing. Notices are deemed given if sent to the addressee specified for a party either: (a) by registered or certified U.S. mail, return receipt requested, postage prepaid, three days after such mailing; or (b) by national overnight courier service, next business day; or (c) by facsimile when delivered if duplicate notice is also sent by regular U.S. Mail.

(a) Service Notices. All Customer notices for Service disconnect and termination must be sent via e mail to: CenturyLink, Attn.: BusinessDisconnects@centurylink.com and must contain the account name, account number, identification of the Service(s), and Service address(es). Such disconnect and termination is effective 30 days after CenturyLink's receipt of the notice. All Customer notices for Service non-renewal and other routine operational notices will be provided to its CenturyLink sales representative. Failure to provide disconnect, termination and non-renewal notices in accordance with the terms of this Agreement may result in continued charges, and CenturyLink will not credit charges for such noncompliance.

(b) Legal Notice. All legal notices required to be given under the Agreement will be in writing and provided to CenturyLink at: 931 14th St, #900, Denver, CO 80202; Fax: 888-778-0054; Attn.: Legal Dept., and to Customer as provided in the Agreement or in its absence, to Customer's address reflected in CenturyLink's records Attn. General Counsel.

11.11 Governmental Immunity. Customer does not waive governmental immunity and specifically retains all immunities and defenses provided by the Wyoming Governmental Claims Act, Wyo. Stat. §§ 1-39-101, et seq.

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11.12 Entire Agreement This Agreement (including all referenced documents) constitutes the entire agreement between the parties and supersedes all prior oral or written agreements or understandings relating to the same service or circuits at the same locations as covered under this Agreement. Using CenturyLink's electronic signature process for this Agreement is acceptable.

QWEST CORPORATION D/B/A CENTURYLINK QC

NATRONA COUNTY - WY

Authorized Signature

Name Typed or Printed

Title

Date

Authorized Signature

Rinfotarih L U. Qpri v/

Name Typed or Printed

Qfo0iiv rrrn n 0 r /hifify

Title

m00So

Date

Customer's Address for Notice:
Customer's facsimile number (if applicable):
Person designated for notices:

APPROVED AS TO FORM FOR NATRONA CO.

S&BI

Ch/maine Reed, WB# 6-3172
Deputy Natrona Co. Attorney

<p><i>FOR CQC INTERNAL USE ONLY</i></p> <p>FUNDING CONCURRENCE REQUIRED PRIOR TO EXECUTION FOR NEW SERVICE NOT REQUIRED FOR RENEWALS AND IN SITUATIONS WHERE THE AQCB PROCESS IS NOT NECESSARY)</p> <p>AQCB Quote No. _____</p> <p>Date Concurred: _____</p>

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Agreement Number: _____

NATRONA COUNTY - WY

EXHIBIT 1

*(COCC MRC required for Central Office design)
(Show N/A, if an MRC does not apply)*

Location (Address, City, State)	Bandwidth Profile	Port Speed	Bandwidth MRC	Port Speed NRC
200 N. Center St., Casper, WY 82601	400 Mbps	1000 Mbps	\$675.00	\$0.00
2011 Fairgrounds Rd., Casper, WY 82604	100 Mbps	10/100 Mbps Port	\$550.00	\$0.00
555 N. Robertson, Casper, WY 82604	100 Mbps	10/100 Mbps Port	\$550.00	\$0.00
6650 Wildcat Road, Evansville, WY 82636	100 Mbps	10/100 Mbps Port	\$550.00	\$0.00
1100 Bruce Lane, Casper, WY 82601	100 Mbps	10/100 Mbps Port	\$550.00	\$0.00
538 SW Wyoming Blvd., Mills, WY 82604	100 Mbps	10/100 Mbps Port	\$550.00	\$0.00

Optional Features for Metro Ethernet:
(Show N/A, if an MRC does not apply)

Location (Address, City, State)	Protect Routing MRC (only applies to the locations showing an MRC)	QoS/CoS – MBPS Required (only applies to locations showing an MRC)	Multiple EVCs Quantities (only applies to locations showing an MRC)	Diversity (only applies to locations showing an MRC)	
				MRC	NRC
200 N Center St., Casper WY 82601	\$0	\$0	\$25	\$	\$0

CONTRACT
For Professional Services

THIS CONTRACT FOR PROFESSIONAL SERVICES (the "Contract") is entered into effective April 7, 2020, by the Board of County Commissioners of Natrona County, Wyoming, whose address is 200 N. Center St., Suite 115 Casper, WY 82601 (the "County"), and WLC Engineering, 200 Pronghorn, Casper, WY 82601 ("Consultant").

WHEREAS, the County desires to retain the services of Consultant to provide engineering services; and

WHEREAS, Consultant desires to provide engineering services to the County.

NOW, THEREFORE, in consideration of the mutual covenants contained herein, the parties agree as follows:

1. Services: The County agrees to retain Consultant to provide the services described in **Exhibit A**, attached hereto and incorporated herein by reference (the "Services"), and Consultant agrees to so serve. Consultant warrants and represents that it has the requisite authority, capacity, experience and expertise to perform the Services in compliance with the provisions of this Contract and all applicable laws and will so perform the Services. The County may omit any portion of the Services identified in Exhibit A upon written notice to Consultant.

2. Compensation:

a. Amount. In exchange for performance of the Services, the County will pay Consultant a sum not to exceed **\$23,900.00**.

b. Invoices and Payment: The County shall pay Consultant after the County receives and approves invoices submitted by Consultant. Consultant shall submit invoices to the County not more frequently than monthly and shall identify the specific Services Consultant performed for which it requests payment.

c. IRS Form W-9: Consultant shall provide to the County a completed Internal Revenue Service Form W-9 not later than the date upon which Consultant submits its first invoice to the County for payment. Consultant's failure to provide a completed Form W-9 may result in delay or cancellation of payment under this Contract.

3. Term: Unless extended in writing by the parties, this Contract shall be from the date first written above until the completion of the Services in accordance with the deadlines set forth in Exhibit A.

4. Monitoring and Evaluation: The County may monitor and evaluate the progress and performance of Consultant. However, the County is not responsible for the manner in which Consultant performs.

5. **County Property:** Reports, surveys, maps, plans, drawings, photographs, and any other tangible materials produced by Consultant, including GIS and computer generated files that are applicable to the project or contain the specific data produced by Consultant pursuant to this Contract, shall be County property.

6. **Independent Contractor.** Consultant is an independent contractor. Consultant is solely responsible for its debts and other liabilities. Consultant is solely responsible for any taxes resulting from its performance of this Contract including, but not limited to, federal and social security taxes, workers' compensation and unemployment insurance, and sales taxes. Consultant is solely liable for any civil liability arising from its performance of this Contract. Consultant is not entitled to any compensation or other benefit from County except what is contained in this Contract. Consultant shall not and cannot incur any obligation or liability on behalf of County.

7. **Insurance.** Consultant shall maintain the following insurance and in each policy except Professional shall: (1) name County as an additional insured; (2) include a provision prohibiting the insurance company from subrogating against County; and (3) require the insurance company to send any and all notices of termination or other limitation to the policy to County in addition to Consultant. Consultant shall provide evidence of insurance coverage to the County prior to performing any portion of the Services.

a. **General.** Consultant shall maintain and provide proof of comprehensive general liability insurance in a minimum amount of \$250,000 per claimant and \$500,000 per occurrence from a company acceptable to County.

b. **Professional.** Consultant shall maintain insurance appropriate for Contractor's profession in a minimum amount of \$250,000 per claimant and \$500,000 per occurrence from a company acceptable to County.

c. **Vehicle.** Consultant shall maintain vehicle insurance in a minimum amount of \$250,000 per claimant and \$500,000 per occurrence from a company acceptable to County.

8. **Sub Consultant:** The Consultant shall not employ any sub-consultant to perform any services in the scope of this work, unless said sub-consultant is listed as part of this Contract or is approved by the County in writing.

9. **Indemnification.** Consultant shall indemnify County and County's board members, employees, and other agents from any and all claims, lawsuits, losses, and liability arising out of Consultant's failure to perform or negligent performance of its responsibilities under this Contract. Such indemnification shall include, but is not limited to, payment of a judgment(s) against County, payment of a settlement(s) with or without a suit being filed, and legal defense expenses which includes, but is not limited to, legal fees and costs for (1) pre-litigation negotiations and mediation; (2) mediation, litigation, and appeal; and (3) enforcing the indemnification provision of this Contract.

10. Compliance with Applicable Law. Consultant shall comply with all applicable federal, state, and local laws, ordinances, and regulations.

11. Termination.

a. Generally. The County may terminate this Contract without cause if it determines that such termination is in the County's best interest. The County shall effect such termination by giving written notice of termination to Consultant, specifying the effective date of termination which shall be no less than 7 calendar days from the date of the notice. The County shall be liable to pay Consultant for Services performed as of the effective date of termination, but shall not be liable to Consultant for anticipated profits or any other amount. Consultant shall not perform any additional Services following receipt of the notice of termination unless otherwise instructed in writing by the County. Notwithstanding the foregoing, Consultant shall be liable to the County for damages caused by Consultant's negligent performance of or failure to perform Services or partial Services discovered after termination of this Contract.

b. For Cause. If, through any cause, Consultant fails to fulfill its obligations under this Contract in compliance with this Contract the County may terminate this Contract for cause immediately upon written notice of termination to Consultant. In the event of such termination by the County, the County shall be liable to pay Consultant for Services performed as of the effective date of termination but shall not be liable to Consultant for anticipated profits or any other amount. Consultant shall not perform any additional Services following receipt of the notice of termination. Notwithstanding the foregoing, Consultant shall be liable to the County for damages sustained by the County by Consultant's breach of this Contract. The County may withhold payment to Consultant for a setoff until the amount of damages is determined.

12. Governpieptal Iiiinunity. The County does not waive and specifically retains all immunity provided by the Wyoming Governmental Claims Act, Wyo. Stat. §§ 1-39-101, et. seq., and all other immunities provided by law.

13. Governing Law and Venue; Recovery of Costs. This Contract shall be governed by the laws of the State of Wyoming, and venue shall be in the County of Natrona, State of Wyoming. If either party brings legal action to resolve a dispute related to this Contract, the parties shall pay their own respective court costs and attorneys' fees.

14. No Assignment. Consultant shall not assign this Contract without the County's prior written consent.

15. Entire Contract. This Contract contains the entire agreement of the parties relating to the subject matter hereof and, except as provided herein, may not be amended except in writing by the parties.

16. Third Party Beneficiary. The parties do not intend this Contract to create any third party beneficiary.

17. **Severability.** In the event a court of competent jurisdiction holds any provision of this Contract invalid or unenforceable, such holding shall not invalidate or render unenforceable any other provision of this Contract.

18. **Headings.** Paragraph headings used in this Contract are for reference and do not control or affect the meaning of any provision of this Contract.

19. **Notices.** Written notices required under this Contract and all other correspondence between the parties shall be directed to the following and shall be deemed received when hand-delivered or three days after being sent by certified mail, return receipt requested:

to the County: Name: Mr. Michael D. Haigler or Tim Petrea
 Title: Road & Bridge Sup. / Parks Director
 Address: 538 SW Wyoming Blvd.
 Mills, Wyoming 82644

to Consultant: Name: Mr. Jason Meyers, PE
 Title: Project Manager
 Address: 200 Pronghorn
 Casper, Wyoming 82601

20. **Timeline.** Time is of the essence in performance of this Contract. If Consultant fails to complete any portion of the Services of this Contract it is a material breach of this Contract.

21. **Provisions for Failure to Pay.**

a. Consultant may terminate this Contract if the County fails to pay it sums due. If Consultant terminates this Contract for non-payment of sums due, Consultant shall first provide the County notice of Consultant's intent to terminate and the County shall have 45 days to pay. Consultant's termination shall become effective immediately after the 45th day if the County failed to pay.

b. Pending resolution of failure to pay by the County, Consultant may, in addition to any other remedies provided by law, stop performance of the Services without being in breach of this Contract.

EXHIBIT A
SCOPE OF SERVICES
FOR
PROFESSIONAL DESIGN AND BIDDING SERVICES AND
CONSTRUCTION SERVICES
FOR THE BLACK BEACH, COTTONWOOD BEACH, AND
BUNGALOW ROADS SURFACING IMPROVEMENTS

PROJECT DESCRIPTION

This project will provide surfacing improvements consisting of the installation of gravel surfacing and concrete valley gutters along the existing Black Beach access road and campground, Cottonwood Beach access road and campground, and Bungalow road.

SCOPE OF SERVICES

Design and Bidding Services

Design

- o Compile available aerial photographs for plan background.
- o Identify areas requiring gravel surfacing.
- o Identify areas for concrete valley gutters.
- o Prepare plans and specifications for review.
- o Revise plans per comments.
- o Prepare Plans and Project Manual for bidding.

Bidding

- o Host Pre Bid Meeting.
- o Answer contractor questions.
- o Prepare addenda, if needed.
- o Host Bid Opening.
- o Tabulate bids and prepare recommendation of award.

Design and Bidding Services Fee: \$9,800.00

Construction Services

Are estimated to take 30 working days.

Contract Administration

- o Prepare contract documents for execution.
- o Host preconstruction meeting and prepare and distribute meeting notes.
- o Review material submittals and shop drawings.
- o Provide clarification for contractor for design intend as needed.
- o Attend weekly progress meetings onsite and prepare notes and observation reports.
- o Review applications for payment.
- o Evaluate and review Change Orders, if any.
- o Attend substantial completion walk through, prepare punch list, and prepare Certification of Substantial completion.
- o Prepare final change order reconciling final quantities and cost.

Construction Observation

- o Five site visits by WLC representative when contractor is working. We anticipate an average of 4 hours per trip. Base course samples will be collected during the site visits.
- o Prepare detailed documentation of contractor's daily activities and photos of construction progress.

Material Testing

- Conduct up to five base course gradations.

Construction Services Fee \$14,100.00

Combined Fees not to exceed \$23,900.00

ESTIMATED TIME OF COMPLETION

The estimated time of project completion will be August 30, 2020. Consultant will commence on this project within one week of notice to proceed or receipt of the signed Contract.

EXHIBIT B



RESOLUTION # 11-20

NATRONA COUNTY, WYOMING

JOINT DELEGATION OF AUTHORITY FOR COVID-19 RESPONSE RESOLUTION

WHEREAS, the World Health Organization declared the Coronavirus as a worldwide pandemic as of March 11, 2020; and

WHEREAS, the President of the United States declared a national emergency concerning the novel coronavirus disease (COVID-19) on March 13, 2020, specifically stating that in “December 2019 a novel (new) coronavirus known as SARS-CoV-2 (“the virus”) was first detected in Wuhan, Hubei Province, People’s Republic of China, causing outbreaks of the coronavirus disease (COVID-19) that has now spread globally. . . . The spread of COVID-19 within our Nation’s communities threatens to strain our Nation’s healthcare systems. . . . Additional measures . . . are needed to successfully contain and combat the virus in the United States.” The National Emergency Declaration declared that the COVID-19 outbreak in the United States constitutes a national emergency; and

WHEREAS, Mark Gordon, Governor of the State of Wyoming, declared a State of Emergency and Public Health Emergency for the State of Wyoming on March 13, 2020, stating that on March 11, 2020 an individual within the State of Wyoming tested presumptive positive for COVID-19 and the State of Wyoming is experiencing a public health emergency in response to the evolving outbreak of the novel coronavirus as of March 11, 2020. The Declaration of a State of Emergency directs the Director of the Wyoming Department of Health to take all appropriate and necessary actions and in the Director’s judgment any actions necessary to provide aid to those locations where there is a threat or danger to public health, safety and welfare; and

WHEREAS, the Natrona County Board of County Commissioners approved Natrona County Resolution 09-20, *Resolution Recognizing Covid-19 Pandemic*, as of March 17, 2020; and

WHEREAS, Natrona County presently has fourteen (14) confirmed cases of the Coronavirus (COVID-19) with documentation of community spread; and

WHEREAS, the Natrona County Board of County Commissioners have authority and jurisdiction over the unincorporated areas of Natrona County, Wyoming; and

WHEREAS, the City of Casper Fire Department is a fire department of the City of Casper, a Wyoming Municipality; and

WHEREAS, Natrona County oversees the Casper-Natrona County Health Department, which is administered by Anna Kinder, Director of Casper-Natrona County Public Health; and

WHEREAS, the Natrona County Board of County Commissioners desires to grant the power to oversee the complete management of the COVID-19 Response Incident to a Unified Command whose members shall be:

Stacia Hill, Natrona County Emergency Management Coordinator
Anna Kinder, Director Casper-Natrona County Public Health

Division Chief Mark Harshman, City of Casper Fire Department

NOW THEREFORE, be it resolved by the Natrona County Board of County Commissioners that the Unified Command to oversee the complete management of the COVID-19 Response Incident shall be the following members:

Stacia Hill, Natrona County Emergency Management Coordinator
Anna Kinder, Director Casper-Natrona County Public Health
Division Chief Mark Harshman, City of Casper Fire Department

IT IS FURTHER RESOLVED, that the Unified Commanders (UC), shall give regular reports to the City of Casper through its Mayor, and the Natrona County Board of County Commissioners, and to the other Natrona County Elected Officials; and

IT IS FURTHER RESOLVED, that the UC shall adhere to relevant and applicable laws, policies, and professional standards; and

IT IS FURTHER RESOLVED, that the UC shall manage this incident under standard protocols and procedures for the incident command system (ICS) and the National Incident Management System (NIMS); and

IT IS FURTHER RESOLVED, that the UC shall manage the incident in order of the highest priority to the lowest priority as delineated below:

1. Coordinate all response with the Wyoming Department of Health and with the Natrona County Health Officer.
2. Provide for Emergency Responder, Public Health/Healthcare employee safety.
3. Provide for the protection of public health safety from the COVID-19 disease.
4. Prevent the spread of the COVID-19 disease within the Natrona County, Wyoming population.
5. Provide incident stability.
6. Provide timely, accurate, and relevant information to the public regarding the incident.
7. Provide for minimal disruption of access to critical community services. Access must be consistent with the safety of the public.
8. Coordinate with the Natrona County Emergency Operations Center for resource requests and information sharing.

IT IS FURTHER ORDERED that the UC shall comply with the following:

1. That the delegation carries full responsibility of the complete management of the COVID-19 Response Incident within Natrona County, Wyoming, including within the City of Casper, Wyoming.
2. All unified incident commanders shall sign the delegation letter accepting command.
3. That the unified commanders shall organize, manage and direct the assigned resources for complete management of the COVID-19 Response Incident.
4. Assumption of Command began as of March 16, 2020 and shall continue until such time as this resolution is revoked or modified.
5. That the UC shall maintain close coordination with all affected agencies to ensure a safe and efficient transfer of command and continuous, transparent communication.

DATED THIS 7TH DAY OF APRIL, 2020.

Robert L. Hendry, Chairman
Natrona County Board of County

Commissioners

Attest: _____
Tracy Good, Natrona County Clerk

DATED THIS ____ DAY OF _____, 2020.

Steven K. Freel, Mayor
City of Casper

Attest: _____
Fleur Tremel, Casper City Clerk

Reviewed and Agreed:

Stacia Hill
Natrona County Emergency
Coordinator

Mark Harshman
City of Casper Fire
Deputy Chief

Anna Kinder
Director, Casper-Natrona
County Health Department

LICENSE

Date March 5, 2020

Road CR #110 - 33 Mile Road

The BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF NATRONA, STATE OF WYOMING, (hereinafter called the "Board", hereby grants a license to Black Hills Bentonite, BBC

(hereinafter called the "Licensee"), to construct, maintain, use and operate a staging area access approach (hereinafter called the "Facility"), located in Section A Township J9N 83W N, Range W, upon the property of the County of Natrona, acquired for and utilized by the operation and maintenance of a county road in the locations and positions as in strict accordance with the specifications shown on the print dated ~A~A~A, attached hereto, marked Exhibit "A", and by this reference specifically made a part hereof.

This license is granted upon such express terms and conditions as are inserted below, and should the Licensee at any time violate any of the said terms or conditions herein contained or use or attempt to use said facility for any other or different purpose than that above specified, or refuse or fail to comply with any rule or direction of the County Road and Bridge Superintendent, made by said Superintendent under his general supervisory powers of control and supervision of county roads for the use and safety of the general public, then the Board may, at its option, immediately revoke this license.

This license is subject to the following conditions:

FIRST. The work of constructing, altering and maintaining of the Facilities shall be prosecuted and completed in a good and workmanlike manner at the sole expense of the Licensee and under supervision of, and to satisfactorily meet the specifications of the County Road and Bridge Superintendent. Such work of construction, alteration and maintenance of the Facility shall be done in such a manner as to in no way interfere with the use, operation and maintenance by the County of Natrona of a county road for county road purposes, and in such manner as to in no way endanger the general public in use of said county road right-of-ways.

SECOND. The said Licensee shall give to the Board, through the County Road & Bridge Superintendent, at least ten days notice, in writing, before entering upon the county road right-of-way for the purpose of construction or alteration of the Facility or to make necessary repairs, except in case of genuine emergency requiring immediate repair, then in that event, the Licensee shall notify the Board, through the County Road & Bridge Superintendent, or local maintenance authority immediately enter upon the county road right-of-way and make necessary repairs. Licensee shall be responsible for any repairs necessary to road or right-of-way for 180 days after completion of construction.

THIRD. The said Licensee agrees to forever indemnify and defend the Board, their agents or employees, against and save them harmless from all liability for damage to property or injury to or death of persons, including all costs and expenses incident hereto arising wholly or in part from or in connection with the existence of, construction, alteration, maintenance, repair, renewal, reconstruction, operation, use or removal of the said Facility as it pertains to county road property.

FOURTH. The Board reserves the right to use, occupy and enjoy its right-of-way for a county road and for county road purposes, in such manner and at such times as it shall desire, the same as if the instrument had not been executed by it. If any such use shall at any time necessitate any change in the location or manner of use of said Facility, or any part thereof, such change or alteration shall be made by the Licensee, at the sole expense of said Licensee, upon the demand of the Board, through the County Road & Bridge Superintendent, and neither the Board nor the County of Natrona shall be liable to the said Licensee on account thereof, or on account of any damage growing out of any use which the County of Natrona or the Board, or either of them, may make of its said right-of-way.

FIFTH. The Board shall have the right at any time to revoke this license by the giving of thirty (30) days notice in writing to the said Licensee, and at the expiration of the time limited by said notice, or upon the express revocation of this license for any of the causes enumerated herein, the Licensee shall promptly and in the manner directed by the Board, through the County Road & Bridge Superintendent, remove said Facility and each and every part thereof, hereby authorized, from the premises of the county road right-of-way and leave said premises in the same condition in which they were before the installation of said Facility. Upon the refusal or failure of the Licensee so to do, the Board may remove the Facility and each and every part thereof and restore the county road right-of-way to the same condition as before the granting of this license, and the Licensee hereby agrees promptly to pay to the County of Natrona the cost of said removal of the Facilities, and each and every part thereof.

SIXTH. The County of Natrona and the Board, for the purpose of this license, hereby disclaims any representation or implication that it retains any title in any county road right-of-way other than a perpetual easement for road purposes for so much land as described by the instrument conveying such easement. The Licensee by these present accepts notice and agrees that any expenses or damages incurred by said Licensee as a result of this disclaimer shall be borne by said Licensee at no expense whatsoever to the Board or the County of Natrona. It shall be also understood that on Access Facility Highways, ingress and egress shall be limited to those locations as designated by the Board, or their Designated Representative, and shown on plans on file in the office of the County Road Department and County Surveyor

SEVENTH. The waiver of any breach of any of the terms or conditions of this Licensee shall be limited to the act or acts constituting such breach, and shall never be construed as being a continuing or permanent waiver of any such term or condition, all of which shall be and remain in full force and effect, as to the future acts or happenings, notwithstanding any such individual waiver or any breach thereof.

EIGHTH. The said Licensee agrees to locate underground facilities when needed by the County or other users for future construction and maintenance activities. This location information will include the marking of the facility on the ground, as specified by W.S. §37-12-301 et seq., with the appropriate color and including the nature and elevation of the utility and shall be tied both horizontally and vertically, by coordinates, by a licensed land surveyor to a public land survey corner. This information shall be shown on plans created by the utility company or facility owner and a copy will be sent to the Natrona County Surveyor's Office in Casper, Wyoming. **Costs for identifying and locating the facility will be the responsibility of the utility company or facility owner on County right-of-ways.**

No official or employee of the County of Natrona, other than the Board of County Commissioners, shall have authority to waive any term or condition herein contained. Any amendments to this license agreement shall be in writing, signed by the licensee and designated representative of the county commissioners.

Date of Commencement Between July 1, 2020 & Dec. 31, 2020

(Five (5) day notice must be given County Road & Bridge Superintendent before start of construction)

Date of Completion Between July 1, 2020 & Dec. 31, 2020

(County Road & Bridge Superintendent must be notified within five (5) days after construction)

IN WITNESS WHEREOF, The Board of County Commissioners, has caused this license to be executed on the _____ day of _____, A.D., 19 _____.

COUNTY OF NATRONA
By Michael R. Hays 3/5/2020
Road & Bridge Superintendent
By _____
County Surveyor
By _____
Chairman ***** County Commissioners

ATTEST:

County Clerk

The undersigned, the Licensee mentioned in the forgoing License, hereby accepts the same, subject to the terms and conditions contained therein.
ATTEST: _____
Secretary Doug Gibson President.

(the original instrument must be recorded in the County Clerks office by Licensee)

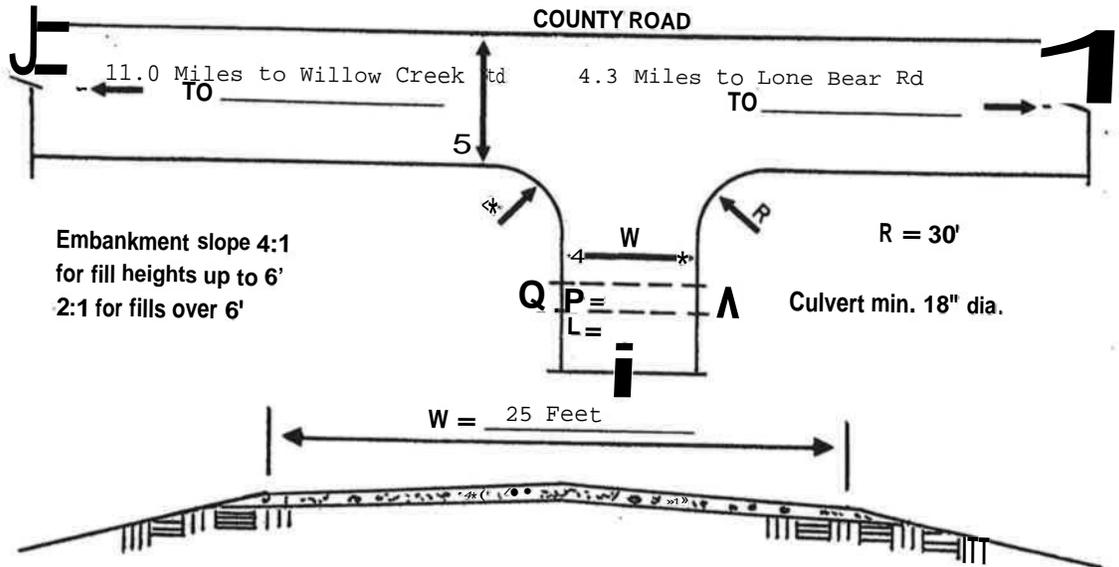
EXHIBIT 'A'
COUNTY OF NATRONA
APPLICATION FOR AN APPROACH

No. 29-20-CH

Applicant: Black Hills Bentonite, LLC

Address: P.O. BOX 9, Mills, Wyoming 82644

Phone: 307-265-3740



Furnish the Following Information:

- 1) Location: Section Λ, Township Λ9 North, Range 83 West.
- 2) County Road Designation County Road #110 - Thirty Three Mile Road
- 3) Surface of County Road Shale
(Surface of approach must be same as surface of County Road.)
- 4) Soil Type Middlewood - Kather Clay Loam
- 5) Sight Distance on County Road West to East 3,000 Feet, East to West 1,205 Feet
- 6) Reason for Approach Black Hills Bentonite (BHB) has permitted a staging area to the south of CR #110 in Section 2. This approach will allow BHB's staging area to connect to CR #110.
- 7) Requirements:
 - A) Approach must meet specifications for construction and surfacing of subdivision roads and streets.
 - B) All disturbed areas must be seeded with a mixture and using methods approved by County Road Superintendent.
 - C) Any changes to the approach required because of change to the County Road will not be the responsibility of the County.
 - D) Attach approach section @ culvert. Show culvert design.

Approved:

Michael A. Taylor 3/25/2020
 Road and Bridge Superintendent

Doug Debra 11sfz02b
 Applicant or Agent Date

County Engineer _____

Registered Engineer _____ Date _____
 Wyo.

County Commissioner _____

Approval Date: _____

Completion Date: _____



Black Hills Bentonite, L.L.C.			
Application for Approach Permit Drawing			
S1/2S1/2 Section 2, T.39N., R.83W., Natrona County, Wyoming			
Big Sulfur Draw U.S.G.S. 7.5 Minute Quad			
Black Hills Bentonite, L.L.C., P.O. Box 9, Mills, Wyoming 82644			
Date of Photography: 2015	Date Drawn: Mar. 2020	Drawn By: BHB	Scale: 1"=200'
S:\Shared Drawings\Permit to Mine No. 248C - Kaycee\Lone Bear Area\Approach Permit - Lone Bear - March 2020.dwg			

LICENSE

Date March 5, 2020

Road CR J L R - 33 Mile Road

The BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF NATRONA, STATE OF WYOMING, (hereinafter called the "Board", hereby grants a license to Jjac Hills Bentonite, LUC

(hereinafter called the "Licensee"), to construct, maintain, use and operate a mine haul road approach (hereinafter called the "Facility"), located in Section 2 Township 3.9N JJ3W N. Range W, upon the property of the County of Natrona, acquired for and utilized for operation and maintenance of a county road in the locations and positions and in strict accordance with the specifications shown on the print dated V3/ZVZV, attached hereto, marked Exhibit "A", and by this reference specifically made a part hereof.

This license is granted upon such express terms and conditions as are inserted below, and should the Licensee at any time violate any of the said terms or conditions herein contained or use or attempt to use said facility for any other or different purpose than that above specified, or refuse or fail to comply with any rule or direction of the County Road and Bridge Superintendent, made by said Superintendent under his general supervisory powers of control and supervision of county roads for the use and safety of the general public, then the Board may, at its option, immediately revoke this license.

This license is subject to the following conditions:

FIRST. The work of constructing, altering and maintaining of the Facilities shall be prosecuted and completed in a good and workmanlike manner at the sole expense of the Licensee and under supervision of, and to satisfactorily meet the specifications of the County Road and Bridge Superintendent. Such work of construction, alteration and maintenance of the Facility shall be done in such a manner as to in no way interfere with the use, operation and maintenance by the County of Natrona of a county road for county road purposes, and in such manner as to in no way endanger the general public in use of said county road right-of-ways.

SECOND. The said Licensee shall give to the Board, through the County Road & Bridge Superintendent, at least ten days notice, in writing, before entering upon the county road right-of-way for the purpose of construction or alteration of the Facility or to make necessary repairs, except in case of genuine emergency requiring immediate repair, then in that event, the Licensee shall notify the Board, through the County Road & Bridge Superintendent, or local maintenance authority immediately enter upon the county road right-of-way and make necessary repairs. Licensee shall be responsible for any repairs necessary to road or right-of-way for 180 days after completion of construction.

THIRD. The said Licensee agrees to forever indemnify and defend the Board, their agents or employees, against and save them harmless from all liability for damage to property or injury to or death of persons, including all costs and expenses incident hereto, arising wholly or in part from or in connection with the existence of, construction, alteration, maintenance, repair, renewal, reconstruction, operation, use or removal of the said Facility as it pertains to county road property.

FOURTH. The Board reserves the right to use, occupy and enjoy its right-of-way for a county road and for county road purposes, in such manner and at such times as it shall desire, the same as if the instrument had not been executed by it. If any such use shall at any time necessitate any change in the location or manner of use of said Facility, or any part thereof, such change or alteration shall be made by the Licensee, at the sole expense of said Licensee, upon the demand of the Board, through the County Road & Bridge Superintendent, and neither the Board nor the County of Natrona shall be liable to the said Licensee on account thereof, or on account of any damage growing out of any use which the County of Natrona or the Board, or either of them, may make of its said right-of-way.

FIFTH. The Board shall have the right at any time to revoke this license by the giving of thirty (30) days notice in writing to the said Licensee, and at the expiration of the time limited by said notice, or upon the express revocation of this license for any of the causes enumerated herein, the Licensee shall promptly and in the manner directed by the Board, through the County Road & Bridge Superintendent, remove said Facility and each and every part thereof, hereby authorized, from the premises of the county road right-of-way and leave said premises in the same condition in which they were before the installation of said Facility. Upon the refusal or failure of the Licensee so to do, the Board may remove the Facility and each and every part thereof and restore the county road right-of-way to the same condition as before the granting of this license, and the Licensee hereby agrees promptly to pay to the County of Natrona the cost of said removal of the Facilities, and each and every part thereof.

SIXTH. The County of Natrona and the Board, for the purpose of this license, hereby disclaims any representation or implication that it retains any title in any county road right-of-way other than a perpetual easement for road purposes for so much land as described by the instrument conveying such easement. The Licensee by these present accepts notice and agrees that any expenses or damages incurred by said Licensee as a result of this disclaimer shall be borne by said Licensee at no expense whatsoever to the Board or the County of Natrona. It shall be also understood that on Access Facility Highways, ingress and egress shall be limited to those locations as designated by the Board, or their Designated Representative, and shown on plans on file in the office of the County Road Department and County Surveyor.

SEVENTH. The waiver of any breach of any of the terms or conditions of this License shall be limited to the act or acts constituting such breach, and shall never be construed as being a continuing or permanent waiver of any such term or condition, all of which shall be and remain in full force and effect, as to the future acts or happenings, notwithstanding any such individual waiver or any breach thereof.

EIGHTH. The said Licensee agrees to locate underground facilities when needed by the County or other users for future construction and maintenance activities. This location information will include the marking of the facility on the ground, as specified by W.S. §37-12-301 et seq., with the appropriate color and including the nature and elevation of the utility and shall be tied both horizontally and vertically, by coordinates, by a licensed land surveyor to a public land survey corner. This information shall be shown on plans created by the utility company or facility owner and a copy will be sent to the Natrona County Surveyor's Office in Casper, Wyoming. Costs for identifying and locating the facility will be the responsibility of the utility company or facility owner on County right-of-ways.

No official or employee of the County of Natrona, other than the Board of County Commissioners, shall have authority to waive any term or condition herein contained. Any amendments to this license agreement shall be in writing, signed by the licensee and designated representative of the county commissioners.

Date of Commencement BetWgCP July 1, 2020 & Dec. 31, 2020
(Five (5) day notice must be given County Road & Bridge Superintendent before start of construction)

Date of Completion Between July 1, 2020 & Dec. 31, 2020
(County Road & Bridge Superintendent must be notified within five (5) days after construction)

IN WITNESS WHEREOF, The Board of County Commissioners, has caused this license to be executed on the _____ day of _____, A.D., 19 _____.

By Marshall Hough 3/25/2020
Road & Bridge Superintendent

By _____
County Surveyor

ATTEST:

County Clerk

By _____
Chairman of the Board of County Commissioners

The undersigned, the Licensee mentioned in the forgoing License, hereby accepts the same, subject to the terms and conditions contained therein.

ATTEST:

Secretary

Doug Sibron
President.

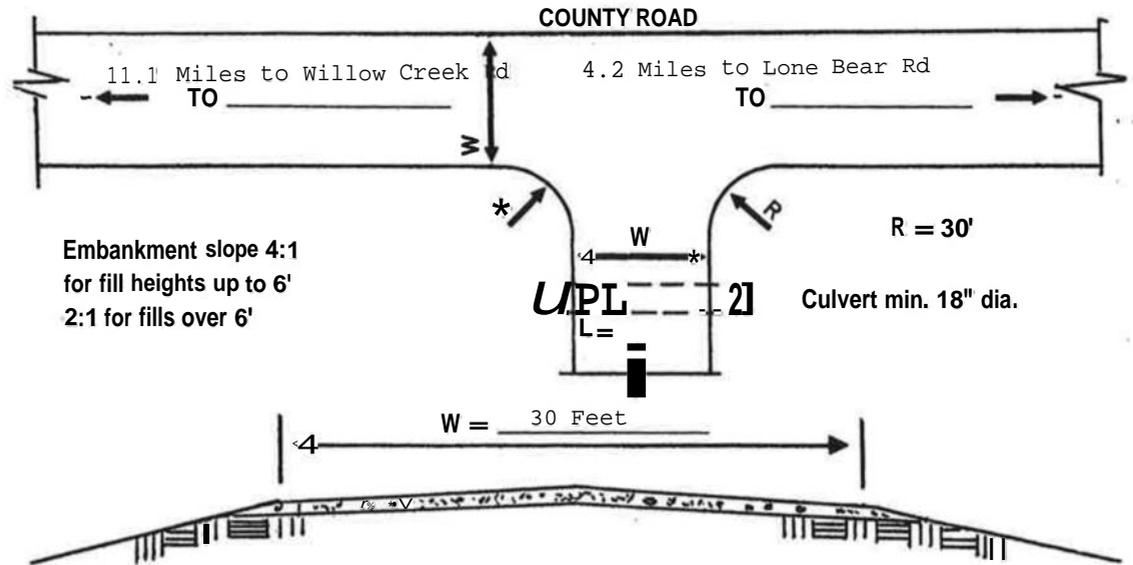
(the original instrument must be recorded in the County Clerks office by Licensee)

EXHIBIT 'A'
COUNTY OF NATRONA
APPLICATION FOR AN APPROACH

mnAQ-dQ-0Z

Applicant: Black Hills Bentonite, LLC

Address: P.O. Box 9, Mills, Wyoming 82644 Phone: 307-265-3740



Furnish the Following Information:

- 1) Location: Section 2, Township 39 North, Range 83 West.
- 2) County Road Designation County Road #110 - Thirty Three Mile Road
- 3) Surface of County Road Shale
(Surface of approach must be same as surface of County Road.)
- 4) Soil Type Middlewood - Rather Clay Loam
- 5) Sight Distance on County Road West to East 3,630 Feet, East to West 675 Feet
- 6) Reason for Approach Black Hills Bentonite (BHB) has permitted a bentonite mine & haul road to the north of CR #110 in Section 2. This approach will allow BHB's haul road to connect to CR #110.
- 7) Requirements:
 - A) Approach must meet specifications for construction and surfacing of subdivision roads and streets.
 - B) All disturbed areas must be seeded with a mixture and using methods approved by County Road Superintendent.
 - C) Any changes to the approach required because of change to the County Road will not be the responsibility of the County.
 - D) Attach approach x-section @ culvert. Show culvert design.

Approved:

Michael P. Hays 3/25/2008
 Road and Bridge Superintending Applicant or Agent Silva 7N Zolo
 Date

County Engineer _____

Registered Engineer _____ Date _____
 Wyo.

County Commissioner _____

Approval Date: _____

Completion Date: _____

BLACK HILLS BENTONITE, LLC

A Limited Liability Company

*Tk*aaafaUviene of *High fade* Wyomiety Swtotute Settee 1947

P.O. Box 9 – MILLS, WYOMING 82644

TELEPHONE 307-265-3740

FAX 307-235-8511

THOMAS A. THORSON
PRESIDENT & GENERAL MANAGER

LARRY MADSEN
VICE PRES. & CHIEF FINANCIAL OFFICER

March 5, 2020

Natrona County Road and Bridge Department
538 S.W. Wyoming Blvd
Mills, Wyoming 82644

RE: Applications for an Approach – Permit to Mine No. 248C – Amendment No. 9

Attention Natrona County Road and Bridge Department:

Black Hills Bentonite, LLC (BHB) is submitting for your review, two Applications for an Approach for our Permit to Mine No. 248C – Amendment No. 9 area. These approaches will allow BHB to access a mining area and staging area that are located along County Road #110 (Thirty-Three Mile Road).

If you should have any questions concerning these Applications for an Approach, please do not hesitate to contact me at 307-234-6470, extension 3 or via e-mail at dgibson@bhbentonite.com.

Sincerely,



Doug Gibson
Environmental Technician



Appropriate signage will be placed along Natrona County Road #110 indicating "Heavy Side Road Traffic - Trucks Entering Roadway" for traffic approaching from the east and west.



Black Hills Bentonite, L.L.C.

Application for Approach Permit Drawing
 S1/2S1/2 Section 2, T.39N., R.83W., Natrona County, Wyoming
 Big Sulfur Draw U.S.G.S. 7.5 Minute Quad

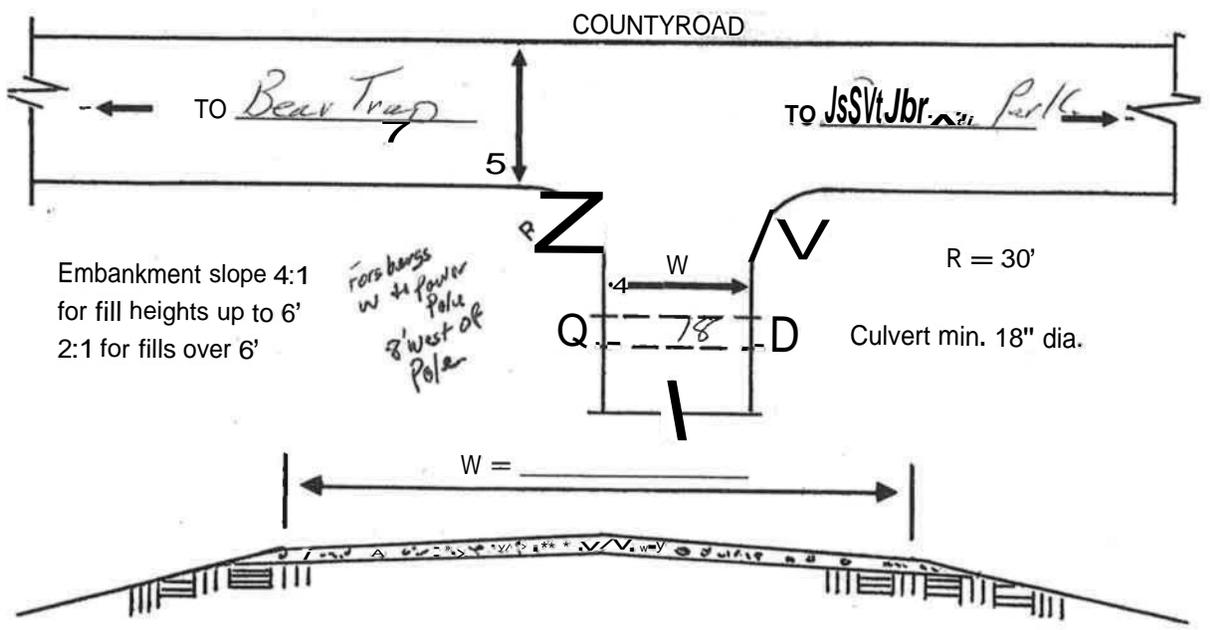
Black Hills Bentonite, L.L.C., P.O. Box 9, Mills, Wyoming 82644

Date of Photography: 2015 Date Drawn: Mar. 2020 Drawn By: BHB Scale: 1"=200'

S:\Shared Drawings\Permit to Mine No. 248C - Kaycee\Lone Bear Area\Approach Permit - Lone Bear - March 2020.dwg

COUNTY OF NATRONA APPLICATION FOR AN APPROACH

Applicant: Kevin Sand Vera & Krupik
Address: 22 CaOL Blvd Phone 307-277-1468



Furnish the Following Information:

- 1) Location: Section 7!, Township 5Z North, Range 22 West.
- 2) County Road Designation 506 East End Rd.
- 3) Surface of County Road Sand Stone & Gravel A
(Surface of approach must be same as surface of County Road.)
- 4) Soil Type Sand Stone & Gravel 1.
- 5) Sight Distance on County Road A⁷ 400'
- 6) Reason for Approach Driveway

7) Requirements:

- A) Approach must meet specifications for construction and surfacing of subdivision roads and streets.
- B) All disturbed areas must be seeded with a mixture and using methods approved by County Road Superintendent.
- C) Any changes to the approach required because of change to the County Road will not be the responsibility of the County.

Approved:

J.R. Hays 3/30/20
Road & Bridge Superintendent

Kevin Sand Vera & Krupik
Applicant Z Date *

County Surveyor _____

Registered Engineer or Land Surveyor _____ Date

County Commissioner _____

Approval Date: _____

Completion Date: _____