Outline for proposed Construction projects at Islip’s Long Island MacArthur Airport:

X = Closed off the check list

Prior to Construction:
- Scope of proposed work submitted to Airport (including a full description of the projects i.e. Construction/Replacement/Rehabilitation/Demolition and description of use of occupancy for all parts of land and proposed structures) Four (5) Copies shall be submitted.
- Site Plan
- Survey of Property
- Conceptual Approval by Airport.
- Environmental Documentation – NEPA (FAA) and SEQRA (State) and SCHD (if applicable).
- Plans & Specifications for proposed project complete by a Professional Engineer/Architects stamp and/or signature (if applicable) Plans and specifications should include: drainage, pavement, electrical, landscaping, plumbing, and structural. Plan sets can be reviewed in stages (conceptual, 30%, 60% and 90% with airport staff). Four (6) Full Sets are required (5) Full sets will be submitted to the Town Planning department.
- Building Permit will be submitted by Airport with the Plans
- All projects must meet FAA specifications as well as all other Federal, State and Local Laws
- Project sponsors must verify all designs meet ADA compliance
- Obtain all necessary Permits
- Safety & Phasing plan to conform to Federal, State and local Safety Regulations, including OSHA (when applicable)
- FAA 7460’s to be submitted by the Airport to the FAA
- FAA 7460 approval
- Airport Layout Plan pen and ink change submission and approval.
- Airport comments provided as part of the initial plan review (if applicable)
- Town Planning Department comments
- Town Approval

Pre-Construction and Kickoff Meetings:
- Permits available and posted by the contractor of record
- Certificate of Insurance from Contractor or Sub Contractor including TOI Forms (see attached TA requirement)
- SIDA/AOA access as required by the TSA and Homeland Security
- Pre Construction Meeting to include all parties involved to discuss Scheduling, Safety and outstanding items.
- Identification of 3rd party inspector

During Construction:
- Weekly or biweekly Construction Meetings to include TOI Construction Department, discussing schedule, safety, and construction items, etc.
- Testing Results
- Milestone inspections
- Safety Reports
- Site visits will be conducted by the Airports Construction Department

Upon completion:
- Provide As-Built drawings to include all changes to Utilities and “right of way” modifications
- Sign off by 3rd Party Inspector
- Airport/TOI sign off on job completion
- Record of expenditures (as required by Lease)