

2012

\$ 177,015 TOTAL

DOI AIR

\$21,122

**OFFICE OF THE SOLICITOR
CORRESPONDENCE BACKGROUND FORM**

Date: December 29, 2011

Nature and Significance of Document: Request for approval of DOI aircraft service for official travel on **January 4-5, 2012**, of Secretary Salazar, three DOI SES officials (Matt Lee-Ashley, Deputy Chief of Staff; Bob Abbey, Director, BLM; Mike Connor, Director, BOR), two DOI non-SES officials (Lt. (b) (6), (b) (7)(C) Security; Tami Heilmann, Photographer), and one non-federal official (Jeff Bingaman, U.S. Senator) from Alamosa, CO to El Paso, TX to Carlsbad, NM, to Albuquerque, NM. The purpose of this travel is a conservation meeting with stakeholders in Alamosa, CO; a site tour of a desalinization plant and meeting with district representatives in El Paso, TX; an overflight and site visit of potash mines including a meeting in Carlsbad, NM with a potash/oil and gas steering committee; and an overflight of the Middle Rio Grande and meeting on Rio Grande issues in Albuquerque, NM.

Background: Advance approval/disapproval by the Solicitor or Deputy Solicitor is required by 41 C.F.R. Parts 301-10 and 301-70, and OMB Circular A-126 for travel on other-than-commercial airlines by officials at SES level and above and for all non-federal individuals who are traveling either for official DOI business or on a "space available" basis. The standards for approving official travel vary according to the category of travel: to meet mission requirements; "required use" travel (extraordinary security, communications, or scheduling needs); or other travel for the conduct of DOI business.

The trip documented on the attached form is ordinary ("other") official travel because it involves transportation that is neither to meet mission requirements nor "required use" travel. As such, the use of DOI or charter aircraft may be authorized only when: 1) no commercial service is reasonably available to meet the scheduling or operational needs of the trip; or 2) the actual cost of charter aircraft is not more than commercial service. Reasonable availability is defined as "able to meet your departure and/or arrival requirements within a 24-hour period, unless you demonstrate that extraordinary circumstances require a shorter period." 41 C.F.R. § 301-10.261(a)(1).

As the attached OAS-110 indicates, charter and commercial aircraft service are not available for this travel, which includes overflights. DOI aircraft service, including total duty hours away, is \$21,122. Because use of DOI aircraft service is the only means of meeting the operational and scheduling needs of this trip, this travel may be approved.

Your approval of this travel is requested. The applicable criteria are met for approval of this travel. **PLEASE INDICATE YOUR APPROVAL ON THE ATTACHED OAS-110 FORM.**

Contact and telephone number:
Jennifer Heindl 202-208-7094

Surname

Due Date: ASAP

Tim Murphy

TRAVEL COST ANALYSIS

Justification for use of a Government aircraft for travel:

A. BASIC DATA:

Dates and time of required time(s) at Temporary Duty Station(s) (TDS):

Location	Date	Hours required to be on site
Alamosa, CO	01/04/2012	0930 to 1230
El Paso, TX	01/04/2012	1530 to 1730
Carlsbad, NM	01/05/2012	0900 to 1130

Manifest (only persons required to be at TDS):

Name	Hourly Salary
See Attached List	\$594.97
TOTAL Hours Cost of All Required Travelers	\$ 594.97

Annual Salary ÷ 2087 hours x 1.20 = Hourly Salary Rate

NOTE: 1.20 covers average Fringe Benefits, Retirement, Health & Life Insurance, Medicare, other Fringes. The 1.20 does not include COLA; for Alaska-based employees, add the applicable additional %.

(Continue on attached sheet if needed)

B. COST COMPARISON:

1. <u>Commercial Airline Costs to meet the required TDS locations and times. Individual ticket cost x number of required travelers.</u>	\$ 6,489.00
• Cost of total duty hours away from office or regular duty station to meet the commercial airline schedule.	14,279.28
• Cost of required per diem and ground transportation.	2,583.00
TOTAL Cost by commercial transportation	\$ 23,351.28
2. <u>Leased, Contract, or Rental Aircraft.</u>	
1. Flight hours x flight hour costs	\$ 0.00
2. Cost of total duty hours away from office or regular duty station	0.00
3. Cost of required per diem and ground transportation	0.00
4. Any additional aircraft or crew costs not included in above hourly rate, i.e., standby charges, tiedown fees, overnight parking, extra crew, etc.	0.00
TOTAL Cost by Lease, Contract, or Rental aircraft.	\$ 0.00
3. <u>DOI-Operated Aircraft</u> – identify specific aircraft: <u>N618</u>	
• Flight hours required x variable flight hour cost.	\$ 9,880.00
• Cost of total duty hours away from office or regular duty station.	9,519.52
• Cost of required per diem and ground transportation.	1,722.00
• Any additional costs to be incurred that are not included in the above flight hour rate. Variable cost of crew, as defined on page 1 of OMB Circular A-126, Attachment B, if not included in the flight hour rate. (Do not include pilot costs here if the pilot is one of the Government officials required to meet or perform duties at the TDY location.)	0.00
• Fuel costs, if not included in above flight hour rate. Any additional aircraft costs not in the above flight hour rate, i.e., tiedown fees, overnight parking, et.	0.00
TOTAL COST by DOI Fleet aircraft.	\$ 21,121.52

C. MOST COST EFFECTIVE METHOD:

Commercial
 Lease, Contract or Rental - N# _____ Pilot/Crew _____

Purpose _____

DOI Fleet - N# B18 Pilot/Crew Randy Pheips, PIC; Geoffrey Shannen, SIC

Purpose _____

REMARKS: (Must be completed if other than most-cost-effective method is chosen.)

Request approval to utilize US DOI Fleet Aircraft to fly two DOI ES members (Secretary Salazar and Senator Bingaman) three DOI SES members (Matt Lee-Ashley, Mike Connor, and Bob Abbey) and two GS personnel (Tami Heilman and LT (b) (5) (D) (7)(C) on January 4th and 5th, 2012 between various locations in CO, TX and NM.

Purpose of trip is to: (1) Hold a conservation meeting with stakeholders in Alamosa, Colorado; (2) Conduct a desalination plant site visit and hold a meeting with irrigation district representatives in El Paso, Texas; (3) Do an overflight of potash mines, conduct a potash mine site visit, and meet with a potash/oil & gas steering committee in Carlsbad, New Mexico; and (4) Do an overflight of the Middle Rio Grande and hold a meeting on Middle Rio Grande issues in Albuquerque, New Mexico.

No DOI Charter aircraft available to fly mission.

Request is the most-cost-effective method and no further justification required.

D. GENERAL APPROVAL REQUIREMENTS FOR TRAVEL ON GOVERNMENT AIRCRAFT:

Print name of designated approving official Signature Date

E. SPECIAL APPROVAL REQUIREMENTS FOR REQUIRED USE TRAVEL: (See paragraph 11.b, page 6 of OMB Circular A-126)

Print name of designated approving official Signature Date

F. SPECIAL APPROVAL REQUIREMENTS FOR USE OF GOVERNMENT AIRCRAFT FOR TRAVEL BY THE FOLLOWING CATEGORIES OF PEOPLE:
(See paragraph 11.c, page 7 of OMB Circular A-126 and paragraph a., page 3-1 of OMB Bulletin No. 93-11)

- 1) ~~Senior Executive Branch Officials~~
- 2) Senior Federal Officials
- 3) Members of Families of Senior Executive Branch and Senior Federal Officials
- 4) ~~Non-Federal travelers~~

ARTHUR E. GARY Arthur E Gary 12/29/11
Print name of designated approving official Signature Date

Passenger Information

Name	Title	Grade	Hrly Rate
Ken Salazar	Secretary of Interior	SES	\$ 103.87
Jeff Bingaman	Senator of New Mexico		\$ 120.90
Mike Connor	Director of Bureau of Reclamation	SES	\$ 87.98
Bob Abbey	Director of Bureau of Land Management	SES	\$ 87.98
Matt Lee-Ashley	Deputy Chief of Staff	SES	\$ 87.98
LT (b) (6), (b) (7)(C)	Security	GS-13	\$ 57.23
Tami Heilmann	Photographer	GS-11	\$ 49.03
			<u>\$ 594.97</u>

CHARTER

\$8,106

**OFFICE OF THE SOLICITOR
CORRESPONDENCE BACKGROUND FORM**

Date: January 11, 2012

Nature and Significance of Document: Request for approval of charter aircraft service for official travel on **January 12-13, 2012**, of Secretary Salazar, one DOI SES official (David Hayes, Deputy Secretary), and four DOI non-SES officials (Jonathan Adler, Director of Trips; Kate Kelly, Deputy Director of Communications; (b) (6), (b) (7)(C) Security; Tami Heilmann, Photographer) from Los Angeles, CA to Sacramento, CA to Monterey, CA to San Francisco, CA. The purpose of this travel is to meet with various California state and local officials regarding America's Great Outdoors, the Urban Waters Federal Partnership, clean energy goals, and efforts to enhance recreation opportunities in the Monterey area. Travel includes overflight of Fort Ord.

Background: Advance approval/disapproval by the Solicitor or Deputy Solicitor is required by 41 C.F.R. Parts 301-10 and 301-70, and OMB Circular A-126 for travel on other-than-commercial airlines by officials at SES level and above and for all non-federal individuals who are traveling either for official DOI business or on a "space available" basis. The standards for approving official travel vary according to the category of travel: to meet mission requirements; "required use" travel (extraordinary security, communications, or scheduling needs); or other travel for the conduct of DOI business.

The trip documented on the attached form is ordinary ("other") official travel because it involves transportation that is neither to meet mission requirements nor "required use" travel. As such, the use of DOI or charter aircraft may be authorized only when: 1) no commercial service is reasonably available to meet the scheduling or operational needs of the trip; or 2) the actual cost of charter aircraft is not more than commercial service. Reasonable availability is defined as "able to meet your departure and/or arrival requirements within a 24-hour period, unless you demonstrate that extraordinary circumstances require a shorter period." 41 C.F.R. § 301-10.261(a)(1).

As the attached OAS-110 indicates, DOI aircraft service is not available for this travel. Commercial aircraft service, including total duty hours away, is \$23,154. Charter aircraft service, including total duty hours away, is \$8,106. Because use of charter aircraft service is the most cost-effective means of meeting the operational and scheduling needs of this trip, this travel may be approved.

Your approval of this travel is requested. The applicable criteria are met for approval of this travel. **PLEASE INDICATE YOUR APPROVAL ON THE ATTACHED OAS-110 FORM.**

Contact and telephone number:
Jennifer Heindl 202-208-7094

Surname

Due Date: ASAP

Tim Murphy

Tim Murphy 1/11/12

TRAVEL COST ANALYSIS

Justification for use of a Government aircraft for travel:

A. BASIC DATA:

Dates and time of required time(s) at Temporary Duty Station(s) (TDS):

Location	Date	Hours required to be on site	0800	to	2000
Las Angeles, CA	1/12/2012				
Sacramento, CA	1/13/2012		0800		1200
Monterey, CA	1/13/2013		1500		1800

Manifest (only persons required to be at TDS):

Name	Hourly Salary
See Attached List	\$435.21
TOTAL Hours Cost of All Required Travelers	\$ 435.21

Annual Salary ÷ 2087 hours x 1.20 =
Hourly Salary Rate

NOTE: 1.20 covers average Fringe Benefits, Retirement, Health & Life Insurance, Medicare, other Fringes. The 1.20 does not include COLA; for Alaska-based employees, add the applicable additional %

(Continue on attached sheet if needed)

B. COST COMPARISON:

1. <u>Commercial Airline Costs</u> to meet the required TDS locations and times. Individual ticket cost x number of required travelers.	\$ 10,393.20
• Cost of total duty hours away from office or regular duty station to meet the commercial airline schedule.	10,445.04
• Cost of required per diem and ground transportation.	2,316.00
TOTAL Cost by commercial transportation	\$ 23,154.24
2. <u>Leased, Contract, or Rental Aircraft.</u>	
1. Flight hours x flight hour costs	\$ 5,100.00
2. Cost of total duty hours away from office or regular duty station	350.00
3. Cost of required per diem and ground transportation	960.00
4. Any additional aircraft or crew costs not included in above hourly rate, i.e., standby charges, tiedown fees, overnight parking, extra crew, etc.	1,696.00
TOTAL Cost by Lease, Contract, or Rental aircraft.	\$ 8,106.00
3. <u>DOI -Operated Aircraft</u> - identify specific aircraft: <u>None Available</u>	
• Flight hours required x variable flight hour cost	\$ 0.00
• Cost of total duty hours away from office or regular duty station.	0.00
• Cost of required per diem and ground transportation.	0.00
• Any additional costs to be incurred that are not included in the above flight hour rate. Variable cost of crew, as defined on page 1 of OMB Circular A-126, Attachment B, if not included in the flight hour rate. (Do not include pilot costs here if the pilot is one of the Government officials required to meet or perform duties at the TDY location.)	0.00
• Fuel costs, if not included in above flight hour rate. Any additional aircraft costs not in the above flight hour rate, i.e., tiedown fees, overnight parking, et.	0.00
TOTAL COST by DOI Fleet aircraft.	\$ 0.00

C. MOST COST EFFECTIVE METHOD:

Commercial 123MH Pilot/Crew Michael Wich PIC / Scott Chartier SIC
 Lease, Contract or Rental - N# _____ Pilot/Crew _____

Purpose _____

DOI Fleet -----N# _____ Pilot/Crew _____

Purpose _____

REMARKS: (Must be completed if other than most-cost-effective method is chosen.)

Request approval to utilize US DOI charter aircraft to fly one DOLES member (Secretary Salazar) one DOI SES member (David Hayes) and four GS personnel (Tami Heilman, Kate Kelly, Jonathan Alder and L [REDACTED] on January 12th and 13th, 2012 between various locations in California.

Purpose of trip is to meet with Los Angeles Mayor Antonio Villaraigosa on Thursday to celebrate the selection of the Los Angeles River Watershed which has been identified twice as a priority project for the Obama administration under the President's America's Great Outdoors (AGO) initiative and the Urban Waters Federal Partnership (UWFP). On Friday, Salazar will join Governor Edmund G. Brown, Jr. in Elk Grove to announce an agreement between the State of California and Interior to advance the state's and nation's renewable energy goals and create clean energy jobs. Trip will wrap up his Western job swing with a visit to Fort Ord in California with Deputy Secretary David J. Hayes and Bureau of Land Management (BLM) Director Bob Abbey to learn about ongoing efforts to enhance conservation and recreation opportunities in the area.

No DOI Fleet aircraft available to fly mission.

Request is the most-cost-effective method and no further justification required.

D. GENERAL APPROVAL REQUIREMENTS FOR TRAVEL ON GOVERNMENT AIRCRAFT:

Print name of designated approving official Signature Date

E. SPECIAL APPROVAL REQUIREMENTS FOR REQUIRED USE TRAVEL: (See paragraph 11 b. page 6 of OMB Circular A-126)

Print name of designated approving official Signature Date

F. SPECIAL APPROVAL REQUIREMENTS FOR USE OF GOVERNMENT AIRCRAFT FOR TRAVEL BY THE FOLLOWING CATEGORIES OF PEOPLE: (See paragraph 11 c. page 7 of OMB Circular A-126 and paragraph a., page 3-1 of OMB Bulletin No. 93-11)

- 1) Senior Executive Branch Officials
- 2) Senior Federal Officials
- 3) Members of Families of Senior Executive Branch and Senior Federal Officials
- 4) Non-Federal travelers

ARTHUR E. GARY Arthur E. Gary 1/12/12
Print name of designated approving official Signature Date

Passenger Information

Name	Title	Grade	Hrly Rate
Ken Salazar	Secretary of Interior	ES	\$ 103.87
David Hayes	? Director of Bureau of Land Management <i>Deputy Sec</i>	SES	\$ 87.98
Jonathan Alder	Director of Trips	GS-14	\$ 68.55
Kate Kelly	Deputy Director of Communications	GS-14	\$ 68.55
(b) (6), (b) (7)(C)	Security	GS-13	\$ 57.23
Tami Heilmann	Photographer	GS-11	\$ 49.03
			<u>\$ 435.21</u>

Logged in user: SHARI L MOULTRIE Traveler: SHARI L MOULTRIE Authorization: SMDENVERADAMS010412_A01 - TA Number: 057R32 Screen ID: 10703 Return to Home Page Logout

PRINT THIS SCREEN VIEW HELP

Search Criteria

Search & Select Flights

Show Search Options Cancel Current Search

Show Trip Summary

Search Availability

Price Flights

Select Flights to be Saved

Book Flights

Choose Flights

Available Flights on 04/12/12 from LAX to SMF

\$134.80 - GSA City Pair

Fare Rules - Show Details



Depart LAX 1632 Thu 12 Jan 12

Arrive SMF 1759 Thu 12 Jan 12

Flight Length: 1h 27min

If travel agent assistance is required, select "Request Assistance in Booking Flight". NOTE: Additional travel agent handling fees may apply

Request Assistance in Booking Flight

Return To Available Flights

Logged in user: SHARI L MOULTRIE Traveler: SHARI L MOULTRIE Authorization: SMDENVERADAMS010412_A01 TA Number: 057R32 Screen ID: 10701 Return to Home Page Logout

Search Criteria

Search & Select Flights

Show Search Options Cancel Current Search

Show Trip Summary

Search Availability

Price Flights

Select Flights to be Saved

Book Flights

Choose Flights

Available Flights on 01/13/12 from SMF to MRY

\$877.60 - Government Fare

Fare Rules - Show Details



Continental Airlines 5446

Depart SMF 1628
Fri 13 Jan 12

Arrive SFO 1712
Fri 13 Jan 12

Flight Length: 0h 44min

Layover at SFO for 2h 11min



Continental Airlines 5478

Depart SFO 1923
Fri 13 Jan 12

Arrive MRY 2012
Fri 13 Jan 12

Flight Length: 0h 49min

If travel agent assistance is required, select "Request Assistance in Booking Flight". NOTE: Additional travel agent handling fees may apply.

Request Assistance in Booking Flight

Return To Available Flights

Logged in user: SHARI L MOULTRIE Traveler: SHARI L MOULTRIE Authorization: SMDENVERADAMS010412_A01 TA Number: 057R32 Screen ID: 1070.3 Return to Home Page Logout

PRINT THIS SCREEN VIEW HELP

Search Criteria

Search & Select Flights

Show Search Options Cancel Current Search

Show Trip Summary

Search Availability

Price Flights

Select Flights to be Saved

Book Flights

Choose Flights

Available Flights on 01/13/12 from MRV to SFO

\$719.80 - GSA City Par

Fare Rules - Show Details



Depart
MRV 0927
Fri 13-Jan-12

Arrive
SFO 1008
Fri 13-Jan-12

Flight Length: 0h 43min

If travel agent assistance is required, select "Request Assistance in Booking Flight". NOTE: Additional travel agent handling fees may apply.

Request Assistance in Booking Flight

Return To Available Flights

DOI AIR

\$986

**OFFICE OF THE SOLICITOR
CORRESPONDENCE BACKGROUND FORM**

Date: January 8, 2012

Nature and Significance of Document: Request for approval of DOI aircraft service for official travel on or about **February 4-5, 2012**, of one DOI ES official (David Hayes, Deputy Secretary), one non-DOI ES official (Heather Zichal, Deputy Assistant to the President), and one non-SES DOI official (Paul R. Anderson, Superintendent, Denali National Park, NPS) from Fairbanks, AK to Denali National Park and back. The purpose of this travel is a site visit and briefings on issues affecting Denali National Park.

Background: Advance approval/disapproval by the Solicitor or Deputy Solicitor is required by 41 C.F.R. Parts 301-10 and 301-70, and OMB Circular A-126 for travel on other-than-commercial airlines by officials at SES level and above and for all non-federal individuals who are traveling either for official DOI business or on a "space available" basis. The standards for approving official travel vary according to the category of travel: to meet mission requirements; "required use" travel (extraordinary security, communications, or scheduling needs); or other travel for the conduct of DOI business.

The trip documented on the attached form is ordinary ("other") official travel because it involves transportation that is neither to meet mission requirements nor "required use" travel. As such, the use of DOI or charter aircraft may be authorized only when: 1) no commercial service is reasonably available to meet the scheduling or operational needs of the trip; or 2) the actual cost of charter aircraft is not more than commercial service. Reasonable availability is defined as "able to meet your departure and/or arrival requirements within a 24-hour period, unless you demonstrate that extraordinary circumstances require a shorter period." 41 C.F.R. § 301-10.261(a)(1).

As the attached OAS-110 indicates, commercial aircraft service is not available for this travel. Charter aircraft service, not including total duty hours away, is \$2,278. DOI aircraft service, including total duty hours away, is \$986. Because use of DOI aircraft service is the most cost effective means of meeting the operational and scheduling needs of this trip, this travel may be approved.

Your approval of this travel is requested. The applicable criteria are met for approval of this travel. **PLEASE INDICATE YOUR APPROVAL ON THE ATTACHED OAS-110 FORM.**

Contact and telephone number:

Jennifer Heindl 202-208-7094

Surname

Due Date: ASAP

Tim Murphy

Murphy 1/23/12

TRAVEL COST ANALYSIS

Justification for use of a Government aircraft for travel:

A. BASIC DATA:

Dates and time of required time(s) at Temporary Duty Station(s) (TDS):

Location	Denali National Park	Date	02/04/2012	Hours required to be on site	08:00am to 8:00pm
Location	Denali National Park	Date	02/05/2012	Hours required to be on site	08:00am to 03:00pm
Location		Date		Hours required to be on site	_____ to _____

Manifest (only persons required to be at TDS):

<u>Name</u>	<u>Hourly Salary</u>
David John Hayes (Deputy Sec Int)	
Heather Zichal (Deputy Asst to the President)	
Paul R Anderson (GS-15 step 10)	
TOTAL Hours Cost of All Required Travelers	\$ _____

Annual Salary + 2087 hours x 1.20 =
Hourly Salary Rate

NOTE: 1.20 covers average Fringe Benefits, Retirement, Health & Life Insurance, Medicare, other Fringes. The 1.20 does not include COLA; for Alaska-based employees, add the applicable additional %.

(Continue on attached sheet if needed)

B. COST COMPARISON:

1. Commercial Airline Costs to meet the required TDS locations and times. Individual ticket cost x number of required travelers. \$ N/A
 - Cost of total duty hours away from office or regular duty station to meet the commercial airline schedule. _____ N/A
 - Cost of required per diem and ground transportation. _____ N/A

TOTAL Cost by commercial transportation \$ N/A

2. Leased, Contract, or Rental Aircraft.
 1. Flight hours x flight hour costs 3.4hrs x \$420 = \$1428
 2. Cost of total duty hours away from office or regular duty station _____ N/A
 3. Cost of required per diem and ground transportation \$25.00 per day x 2 = \$50
 4. Any additional aircraft or crew costs not included in above hourly rate, i.e., standby charges, tiedown fees, overnight \$ 100.00 hr. standby rate
x 8.00hrs = \$800
 5. parking, extra crew, etc.

TOTAL Cost by Lease, Contract, or Rental aircraft. \$ 2278.00

3. DOI-Operated Aircraft - identify specific aircraft: FBA 2C2 FOUND BUSH HAWK
 - Flight hours required x variable flight hour cost. 3.4hrs x \$190 = \$646
 - Cost of total duty hours away from office or regular duty station. \$ N/A
 - Cost of required per diem and ground transportation. \$ N/A
 - Any additional costs to be incurred that are not included in the above flight hour rate. Variable cost of crew, as defined on page 1 of OMB Circular A-126, Attachment B, if not included in the flight hour rate. (Do not include pilot costs here if the pilot is one of the Government officials required to meet or perform duties at the TDY location.) _____ N/A
 - Fuel costs, if not included in above flight hour rate. Any additional aircraft costs not in the above flight hour rate, i.e., tiedown fees, overnight parking, etc. \$ 340

TOTAL COST by DOI Fleet aircraft. \$ 986.00

C. MOST COST EFFECTIVE METHOD:

- Commercial
- Lease, Contract or Rental -- N# _____ Pilot/Crew _____

Purpose _____

DOLE Fleet N# 709M Pilot/Crew Colin Milone

Purpose POINT-TO-POINT PAFA → PAIA → PAFA

REMARKS: (Must be completed if other than most-cost-effective method is chosen.)

There are no ~~commercial scheduled services~~ available to do this flight. The use of fleet aircraft is more cost effective and offers the greatest flexibility over charter flights. We request that this flight be allowed to occur during the dates of February 03, 2012 through February 10, 2012 to allow for flexible scheduling in the event of possible weather delays or slight changes to the itinerary.

D. GENERAL APPROVAL REQUIREMENTS FOR TRAVEL ON GOVERNMENT AIRCRAFT:

Richard Morris Park Aviation Mgr. [Signature] 01/05/2012
 Print name of designated approving official Signature Date

E. SPECIAL APPROVAL REQUIREMENTS FOR REQUIRED USE TRAVEL: (See paragraph 11.b. page 6 of OMB Circular A-126)

 Print name of designated approving official Signature Date

F. SPECIAL APPROVAL REQUIREMENTS FOR USE OF GOVERNMENT AIRCRAFT FOR TRAVEL BY THE FOLLOWING CATEGORIES OF PEOPLE:
(See paragraph 11.c. page 7 of OMB Circular A-126 and paragraph a., page 3-1 of OMB Bulletin No. 93-11)

- ~~1) Senior Executive Branch Officials~~
- 2) Senior Federal Officials
- 3) Members of Families of Senior Executive Branch and Senior Federal Officials
- 4) Non-Federal travelers

ARTHUR E GARY [Signature] 1/24/12
 Print name of designated approving official Signature Date

Heindl, Jennifer

From: Richard_Moore@nps.gov
Sent: Thursday, January 05, 2012 7:14 PM
To: Heindl, Jennifer
Subject: Attached AMD-110, Dep. Sec. Hayes flights, Denali National Park and Preserve, Feb. 4-5
Attachments: AMD-110 NPS-DENA-02.04.2012.pdf

Jennifer,

Please see attached AMD-110.

The purpose for the flight is to transport Deputy Secretary David Hayes from Fairbanks to Denali National Park for a site visit and on site briefings on Denali-specific issues via park-assigned fleet aircraft. He will be accompanied on the flight by Deputy Assistant to the President Heather Zichal and park Superintendent Paul R. Anderson . The flight will be point-to-point from Fairbanks International Airport to the McKinley National Park airstrip on February 4, then a point-to-point return to Fairbanks on February 5 so that he may continue his itinerary.

Please let me know if you need anything further.

Richard Moore
North District Ranger
Park Aviation Manager
Denali National Park and Preserve
907-683-9527

(See attached file: AMD-110 NPS-DENA-02.04.2012.pdf)

DOI AIR

\$2,230

**OFFICE OF THE SOLICITOR
CORRESPONDENCE BACKGROUND FORM**

Date: January 16, 2012

Nature and Significance of Document: Request for approval of DOI aircraft service for official travel on or about **January 18, 2012**, of Secretary Salazar, two DOI SES official (Laura Davis, Chief of Staff; Dan Asche, Director, FWS), and one non-SES official (Security) from Tampa to Haines City. The purpose of this travel is an aerial tour, site visit, and announcement concerning Everglades National Wildlife Refuge and Conservation Area.

Background: Advance approval/disapproval by the Solicitor or Deputy Solicitor is required by 41 C.F.R. Parts 301-10 and 301-70, and OMB Circular A-126 for travel on other-than-commercial airlines by officials at SES level and above and for all non-federal individuals who are traveling either for official DOI business or on a "space available" basis. The standards for approving official travel vary according to the category of travel: to meet mission requirements; "required use" travel (extraordinary security, communications, or scheduling needs); or other travel for the conduct of DOI business.

The trip documented on the attached form is ordinary ("other") official travel because it involves transportation that is neither to meet mission requirements nor "required use" travel. As such, the use of DOI or charter aircraft may be authorized only when: 1) no commercial service is reasonably available to meet the scheduling or operational needs of the trip; or 2) the actual cost of charter aircraft is not more than commercial service. Reasonable availability is defined as "able to meet your departure and/or arrival requirements within a 24-hour period, unless you demonstrate that extraordinary circumstances require a shorter period." 41 C.F.R. § 301-10.261(a)(1).

As the attached OAS-110 indicates, commercial aircraft service is not available for this travel which includes an aerial tour. Charter aircraft service, not including cost of total duty hours away, is \$4,550. DOI aircraft service, not including cost of total duty hours away, is \$2,230. Because use of DOI aircraft service is the most cost effective means of meeting the operational and scheduling needs of this trip, this travel may be approved.

Your approval of this travel is requested. The applicable criteria are met for approval of this travel. **PLEASE INDICATE YOUR APPROVAL ON THE ATTACHED OAS-110 FORM.**

Contact and telephone number:

Jennifer Heindl 202-208-7094

Surname

Due Date: ASAP

Tim Murphy

TRAVEL COST ANALYSIS

Justification for use of a Government aircraft for travel:

A. BASIC DATA:

Dates and time of required time(s) at Temporary Duty Station(s) (TDS):

Location	Haines Cty, FL	Date	1/18/2012	Hours required to be on site	1200	to	1600
Location		Date		Hours required to be on site		to	
Location		Date		Hours required to be on site		to	

Manifest (only persons required to be at TDS):

Name	Hourly Salary
Secretary Ken Salazar, ES	\$103.87
SGT (b) (6), (b) (7)(C) Security, GS-13	\$57.23
Laura Davis, Chief of Staff, SES	\$87.98
Dan Ashe, FWS Director, SES	\$87.98
TOTAL Hours Cost of All Required Travelers	\$ 337.06

Annual Salary = 2087 hours x 1.20 = Hourly Salary Rate

NOTE: 1.20 covers average Fringe Benefits, Retirement, Health & Life Insurance, Medicare, other Fringes. The 1.20 does not include COLA; for Alaska-based employees, add the applicable additional %.

(Continue on attached sheet if needed)

B. COST COMPARISON:

1. <u>Commercial Airline Costs to meet the required TDS locations and times. Individual ticket cost x number of required travelers.</u>	\$ 0.00
• Cost of total duty hours away from office or regular duty station to meet the commercial airline schedule.	0.00
• Cost of required per diem and ground transportation	0.00
TOTAL Cost by commercial transportation	\$ 0.00 <i>f.s.</i>
2. <u>Leased, Contract, or Rental Aircraft.</u>	
1. Flight hours x flight hour costs	\$ 4,400.00
2. Cost of total duty hours away from office or regular duty station	0.00
3. Cost of required per diem and ground transportation	0.00
4. Any additional aircraft or crew costs not included in above hourly rate, i.e., standby charges, tiedown fees, overnight parking, extra crew, etc.	150.00
TOTAL Cost by Lease, Contract, or Rental aircraft.	\$ 4,550.00
3. <u>DOI-Operated Aircraft - identify specific aircraft: N351FW - AS350</u>	
• Flight hours required x variable flight hour cost.	\$ 2,230.00
• Cost of total duty hours away from office or regular duty station	0.00
• Cost of required per diem and ground transportation	0.00
• Any additional costs to be incurred that are not included in the above flight hour rate. Variable cost of crew, as defined on page 1 of OMB Circular A-126, Attachment B, if not included in the flight hour rate. (Do not include pilot costs here if the pilot is one of the Government officials required to meet or perform duties at the TDY location.)	0.00
• Fuel costs, if not included in above flight hour rate. Any additional aircraft costs not in the above flight hour rate, i.e., tiedown fees, overnight parking, et.	0.00
TOTAL COST by DOI Fleet aircraft.	\$ 2,230.00

C. MOST COST EFFECTIVE METHOD:

Commercial
 Lease, Contract or Rental - N# _____ Pilot/Crew _____

Purpose _____

DOI Fleet - N# 351FW Pilot/Crew Glenn Cullingford - FWS Pilot

Purpose _____

REMARKS: (Must be completed if other than most-cost-effective method is chosen.)

Request approval to utilize US DOI fleet aircraft to fly one DOI ES member (Secretary Salazar) two DOI SES members (Dan Ashe and Laura Davis) and one GS personnel (SGT [REDACTED]) on January 18th, 2012. Helicopter will pick up passengers in Tampa, FL and fly to Haines City, FL. En route, the helicopter will conduct an aerial tour of the Everglades Headwaters NWR. Helicopter will land in Haines City where Secretary Salazar and Dan Ashe will conclude their trip with Senator Nelson where they will make an important announcement regarding the proposed Everglades Headwaters National Wildlife Refuge and Conservation Area.

Commercial airlines was not considered in this flight analysis because it can not conduct aerial tour of the refuges.

Request is the most-cost-effective method and no further justification required.

D. GENERAL APPROVAL REQUIREMENTS FOR TRAVEL ON GOVERNMENT AIRCRAFT:

Print name of designated approving official Signature Date

E. SPECIAL APPROVAL REQUIREMENTS FOR REQUIRED USE TRAVEL: (See paragraph 11.b. page 6 of OMB Circular A-126)

Print name of designated approving official Signature Date

F. SPECIAL APPROVAL REQUIREMENTS FOR USE OF GOVERNMENT AIRCRAFT FOR TRAVEL BY THE FOLLOWING CATEGORIES OF PEOPLE:
(See paragraph 11.c. page 7 of OMB Circular A-126 and paragraph a., page 3-1 of OMB Bulletin No. 93-11)

- 1) Senior Executive Branch Officials
- 2) Senior Federal Officials
- 3) Members of Families of Senior Executive Branch and Senior Federal Officials
- 4) Non-Federal travelers

ARTHUR E. GARY Arthur E Gary 1/16/12
Print name of designated approving official Signature Date

CHARTER

\$10,514

**OFFICE OF THE SOLICITOR
CORRESPONDENCE BACKGROUND FORM**

Date: March 30, 2012

Nature and Significance of Document: Request for approval of charter aircraft service for official travel on **April 3, 2012**, of Secretary Salazar and four DOI officials (Jonathan Adler, Trip Director; Adam Fletcher, Press Secretary; Tami Heilmann, photographer; (b) (3) (b) (7)(C) Security) from Stanley, ND to Denver. The purpose of this travel is meetings on energy production and Indian issues in North Dakota. From Denver, the party will travel on commercial aircraft to Las Vegas where the Secretary has official events on April 4.

+ Chris
Main source?

Background: Advance approval/disapproval by the Solicitor or Deputy Solicitor is required by 41 C.F.R. Parts 301-10 and 301-70, and OMB Circular A-126 for travel on other-than-commercial airlines by officials at SES level and above and for all non-federal individuals who are traveling either for official DOI business or on a "space available" basis. The standards for approving official travel vary according to the category of travel: to meet mission requirements; "required use" travel (extraordinary security, communications, or scheduling needs); or other travel for the conduct of DOI business.

The trip documented on the attached form is ordinary ("other") official travel because it involves transportation that is neither to meet mission requirements nor "required use" travel. As such, the use of DOI or charter aircraft may be authorized only when: 1) no commercial service is reasonably available to meet the scheduling or operational needs of the trip; or 2) the actual cost of charter aircraft is not more than commercial service. Reasonable availability is defined as "able to meet your departure and/or arrival requirements within a 24-hour period, unless you demonstrate that extraordinary circumstances require a shorter period." 41 C.F.R. § 301-10.261(a)(1).

As the attached OAS-110 indicates, DOI and commercial aircraft service are not available from Stanley to Denver. Charter aircraft service, including total duty hours away, is \$10,514. Because charter aircraft service is the only means of meeting the scheduling and operational needs of this trip, this travel may be approved.

Your approval of this travel is requested. The applicable criteria are met for approval of this travel. **PLEASE INDICATE YOUR APPROVAL ON THE ATTACHED OAS-110 FORM.**

Contact and telephone number:
Jennifer Heindl 202-208-7094

Surname

Due Date: ASAP

Tim Murphy Murphy 4/3/12

TRAVEL COST ANALYSIS

Justification for use of a Government aircraft for travel:

A. BASIC DATA:

Dates and time of required time(s) at Temporary Duty Station(s) (TDS):

Location	Denver, CO	Date	4/32012	Hours required to be on site	1530	to	
Location		Date		Hours required to be on site		to	
Location		Date		Hours required to be on site		to	

Manifest (only persons required to be at TDS):

Name	Hourly Salary
Secretary Ken Salazar, DOI, ES	\$103.87
Adam Fletcher/Jonathan Alder, DOI, GS-13	\$114.46
Tami Heilmann, GS-11, Photographer	\$49.03
(b) (6), (b) (7)(C) GS-13, Security	\$57.23
TOTAL Hours Cost of All Required Travelers	\$ 324.59

Annual Salary + 2087 hours x 1.20 =
Hourly Salary Rate

NOTE: 1.20 covers average Fringe Benefits, Retirement, Health & Life Insurance, Medicare, other Fringes. The 1.20 does not include COLA; for Alaska-based employees, add the applicable additional %.

(Continue on attached sheet if needed)

B. COST COMPARISON:

1. Commercial Airline Costs to meet the required TDS locations and times. Individual ticket cost x number of required travelers. \$ N/A
 - Cost of total duty hours away from office or regular duty station to meet the commercial airline schedule. _____
 - Cost of required per diem and ground transportation. _____

TOTAL Cost by commercial transportation \$ 0.00

2. Leased, Contract, or Rental Aircraft
 1. Flight hours x flight hour costs \$ 8,007.12
 2. Cost of total duty hours away from office or regular duty station _____
1,298.36
 3. Cost of required per diem and ground transportation _____
0.00
 4. Any additional aircraft or crew costs not included in above hourly rate, i.e., standby charges, tiedown fees, overnight parking, extra crew, etc. _____
1,209.00

TOTAL Cost by Lease, Contract, or Rental aircraft \$ 10,514.48

3. DOI-Operated Aircraft – identify specific aircraft: _____ \$ N/A
 - Flight hours required x variable flight hour cost _____
 - Cost of total duty hours away from office or regular duty station. _____
 - Cost of required per diem and ground transportation. _____
 - Any additional costs to be incurred that are not included in the above flight hour rate. Variable cost of crew, as defined on page 1 of OMB Circular A-126, Attachment B, if not included in the flight hour rate. (Do not include pilot costs here if the pilot is one of the Government officials required to meet or perform duties at the TDY location.) _____
 - Fuel costs, if not included in above flight hour rate. Any additional aircraft costs not in the above flight hour rate, i.e., tiedown fees, overnight parking, et. _____

TOTAL COST by DOI Fleet aircraft \$ 0.00

C. MOST COST EFFECTIVE METHOD:

Commercial 441CT Pilot/Crew TBD
 Lease, Contract or Rental - N# _____ Pilot/Crew _____
See remarks below.
Purpose _____
 DOI Fleet _____ N# _____ Pilot/Crew _____
Purpose _____

REMARKS: (Must be completed if other than most-cost-effective method is chosen.)

Passengers:

Keri Salazar, Secretary of Interior, ES
Jonathan Adler, Trip Director, GS-13
Adam Fetcher, Press Secretary GS-13
Tami Heilmann, Photographer, GS-11
(b) (6), (b) (7)(C) Security, GS-13

Request approval for above mentioned passengers to fly on DOI Charter aircraft on April 3rd, 2012. Aircraft will pick up passengers in Stanley, ND and transport to Denver, CO where passengers will catch commercial airlines to Las Vegas, NV.

No commercial airlines is available out of Stanley, ND and closest commercial airport is Bismarck, ND. There is a 3 hour drive to Bismarck, which would require approximately 4 hour additional duty time. Cannot meet schedule of airlines out of Bismarck, and therefore request approval based upon schedule versus most cost effective.

No DOI fleet aircraft available within reasonable distance. No commercial airline service available between Stanley & Denver

D. GENERAL APPROVAL REQUIREMENTS FOR TRAVEL ON GOVERNMENT AIRCRAFT:

Print name of designated approving official _____ Signature _____ Date _____

E. SPECIAL APPROVAL REQUIREMENTS FOR REQUIRED USE TRAVEL: (See paragraph 11.b. page 6 of OMB Circular A-126)

Print name of designated approving official _____ Signature _____ Date _____

F. SPECIAL APPROVAL REQUIREMENTS FOR USE OF GOVERNMENT AIRCRAFT FOR TRAVEL BY THE FOLLOWING CATEGORIES OF PEOPLE:
(See paragraph 11.c. page 7 of OMB Circular A-126 and paragraph a., page 3-1 of OMB Bulletin No. 93-11)

- 1) Senior Executive Branch Officials
- 2) Senior Federal Officials
- 3) Members of Families of Senior Executive Branch and Senior Federal Officials
- 4) Non-Federal travelers

Edward T. Korb _____ Signature _____ Date 04.08.12

Superseded

**OFFICE OF THE SOLICITOR
CORRESPONDENCE BACKGROUND FORM**

Date: March 30, 2012

Nature and Significance of Document: Request for approval of charter aircraft service for official travel on **April 3, 2012**, of Secretary Salazar and four DOI officials (Jonathan Adler, Trip Director; Adam Fletcher, Press Secretary; Tami Heilmann, photographer; (b) (6), (b) (7)(C) Security) from Stanley, ND to Bismarck, ND. The purpose of this travel is meetings on energy production and Indian issues in North Dakota. From Bismarck, the party will travel on commercial aircraft.

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Mansour
Director
Congress.
affairs

Background: Advance approval/disapproval by the Solicitor or Deputy Solicitor is required by 41 C.F.R. Parts 301-10 and 301-70, and OMB Circular A-126 for travel on other-than-commercial airlines by officials at SES level and above and for all non-federal individuals who are traveling either for official DOI business or on a "space available" basis. The standards for approving official travel vary according to the category of travel: to meet mission requirements; "required use" travel (extraordinary security, communications, or scheduling needs); or other travel for the conduct of DOI business.

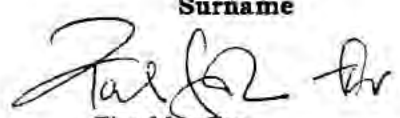
The trip documented on the attached form is ordinary ("other") official travel because it involves transportation that is neither to meet mission requirements nor "required use" travel. As such, the use of DOI or charter aircraft may be authorized only when: 1) no commercial service is reasonably available to meet the scheduling or operational needs of the trip; or 2) the actual cost of charter aircraft is not more than commercial service. Reasonable availability is defined as "able to meet your departure and/or arrival requirements within a 24-hour period, unless you demonstrate that extraordinary circumstances require a shorter period." 41 C.F.R. § 301-10.261(a)(1).

As the attached OAS-110 indicates, commercial and DOI aircraft are not available for this travel. Charter aircraft service, including total duty hours away, is \$8,287. Because charter aircraft service is the only means of meeting the scheduling and operational needs of this trip, this travel may be approved.

Your approval of this travel is requested. The applicable criteria are met for approval of this travel. **PLEASE INDICATE YOUR APPROVAL ON THE ATTACHED OAS-110 FORM.**

Contact and telephone number:
Jennifer Heindl 202-208-7094

Due Date: ASAP

Surname

Tim Murphy

TRAVEL COST ANALYSIS

Justification for use of a Government aircraft for travel:

A. BASIC DATA:

Dates and time of required time(s) at Temporary Duty Station(s) (TDS):

Location	Bismarck, ND	Date	4/32012	Hours required to be on site	1230	to	
Location		Date		Hours required to be on site		to	
Location		Date		Hours required to be on site		to	

Manifest (only persons required to be at TDS):

Name	Hourly Salary
Secretary Ken Salazar, DOI, ES	\$103.87
Adam Fletcher/Jonathan Alder, DOI, GS-13	\$114.46
Tami Hellmann, GS-11, Photographer	\$49.03
(b) (6), (b) (7)(C) GS-13, Security	\$57.23
TOTAL Hours Cost of All Required Travelers	\$ 324.59

Annual Salary + 2087 hours x 1.20 = Hourly Salary Rate

NOTE: 1.20 covers average Fringe Benefits, Retirement, Health & Life Insurance, Medicare, other Fringes. The 1.20 does not include COLA; for Alaska-based employees, add the applicable additional %.

(Continue on attached sheet if needed)

B. COST COMPARISON:

1. Commercial Airline Costs to meet the required TDS locations and times. Individual ticket cost x number of required travelers. \$ _____
 - Cost of total duty hours away from office or regular duty station to meet the commercial airline schedule. _____
 - Cost of required per diem and ground transportation. _____

TOTAL Cost by commercial transportation \$ 0.00

2. Leased, Contract, or Rental Aircraft.
 1. Flight hours x flight hour costs \$ 3,370.00
 2. Cost of total duty hours away from office or regular duty station 2,596.72
 3. Cost of required per diem and ground transportation 1,440.00
 4. Any additional aircraft or crew costs not included in above hourly rate, i.e., standby charges, tiedown fees, overnight parking, extra crew, etc. 880.00

TOTAL Cost by Lease, Contract, or Rental aircraft \$ 8,286.72

3. DOI-Operated Aircraft - identify specific aircraft: _____
 - Flight hours required x variable flight hour cost. \$ _____
 - Cost of total duty hours away from office or regular duty station. _____
 - Cost of required per diem and ground transportation. _____
 - Any additional costs to be incurred that are not included in the above flight hour rate. Variable cost of crew, as defined on page 1 of OMB Circular A-126, Attachment B, if not included in the flight hour rate. (Do not include pilot costs here if the pilot is one of the Government officials required to meet or perform duties at the TDY location.) _____
 - Fuel costs, if not included in above flight hour rate. Any additional aircraft costs not in the above flight hour rate, i.e., tiedown fees, overnight parking, et. _____

TOTAL COST by DOI Fleet aircraft. \$ 0.00

C. MOST COST EFFECTIVE METHOD:

Commercial 441CT Pilot/Crew TBD
 Lease, Contract or Rental - N# _____ Pilot/Crew _____
See remarks below.
Purpose _____
 DOI Fleet N# _____ Pilot/Crew _____
Purpose _____

REMARKS: (Must be completed if other than most-cost-effective method is chosen.)

Passengers:
Ken Salazar, Secretary of Interior, ES
Jonathan Adler, Trip Director, GS-13
Adam Fetcher, Press Secretary GS-13
Tami Heilmann, Photographer, GS-11
(b) (6), (b) (7)(C) Security, GS-13

Request approval for above mentioned passengers to fly on DOI Charter aircraft on April 3rd, 2012. Aircraft will pick uUp passengers in Stanley, ND and transport to Bismarck, ND to catch commerical flights to respective destinations.

No DOI fleet aircraft available within reasonable distance. No commercial airline service available between Minot, ND (closest airport which provides commercial services) and Bismarck, ND.

D. GENERAL APPROVAL REQUIREMENTS FOR TRAVEL ON GOVERNMENT AIRCRAFT:

Print name of designated approving official _____ Signature _____ Date _____

E. SPECIAL APPROVAL REQUIREMENTS FOR REQUIRED USE TRAVEL: (See paragraph 11.b. page 6 of OMB Circular A-126)

Print name of designated approving official _____ Signature _____ Date _____

F. SPECIAL APPROVAL REQUIREMENTS FOR USE OF GOVERNMENT AIRCRAFT FOR TRAVEL BY THE FOLLOWING CATEGORIES OF PEOPLE:
(See paragraph 11.c. page 7 of OMB Circular A-126 and paragraph a., page 3-1 of OMB Bulletin No. 93-11)

- 1) Senior Executive Branch Officials
- 2) Senior Federal Officials
- 3) Members of Families of Senior Executive Branch and Senior Federal Officials
- 4) Non-Federal travelers

James C. Roberts
Print name of designated approving official

[Signature]
Signature

03-30-12
Date

DOI AIR

\$27,014

OFFICE OF THE SOLICITOR
CORRESPONDENCE BACKGROUND FORM

Date: May 4, 2012

*Word
Change
of Agency
5/5*

Nature and Significance of Document: Request for approval of charter aircraft service for official travel on **May 7-8, 2012**, of Secretary Salazar, two DOI SES officials (Bob Abbey, Director, BLM; Katherine Kelly, Director, Communications), and four non-SES DOI officials (Jonathan Adler, Trip Director; Adam Fletcher, Press Secretary; Tami Heilmann, photographer; ~~(b) (6), (b) (7)(C)~~ Security) from Las Vegas, NV to St. George, UT to Salt Lake City (RON), ~~to Andrews, TX to Dallas, TX, where party will catch commercial flight back to D.C.~~ The purpose of this travel is a ribbon-cutting for the Red Cliffs National Conservation Area (St. George), a ROD signing and press event at the Kern River facility (Salt Lake City), and a habitat tour and meeting with oil industry executives regarding the Dunes Sagebrush Lizard (Andrews).

Background: Advance approval/disapproval by the Solicitor or Deputy Solicitor is required by 41 C.F.R. Parts 301-10 and 301-70, and OMB Circular A-126 for travel on other-than-commercial airlines by officials at SES level and above and for all non-federal individuals who are traveling either for official DOI business or on a "space available" basis. The standards for approving official travel vary according to the category of travel: to meet mission requirements; "required use" travel (extraordinary security, communications, or scheduling needs); or other travel for the conduct of DOI business.

The trip documented on the attached form is ordinary ("other") official travel because it involves transportation that is neither to meet mission requirements nor "required use" travel. As such, the use of DOI or charter aircraft may be authorized only when: 1) no commercial service is reasonably available to meet the scheduling or operational needs of the trip; or 2) the actual cost of charter aircraft is not more than commercial service. Reasonable availability is defined as "able to meet your departure and/or arrival requirements within a 24-hour period, unless you demonstrate that extraordinary circumstances require a shorter period." 41 C.F.R. § 301-10.261(a)(1).

As the attached OAS-110 indicates, charter aircraft service is not available for this travel. Commercial aircraft service, including total duty hours away, would cost \$21,790, but would not allow the Secretary to attend all of the above described events. DOI aircraft service, including total duty hours away, is \$27,014. Because DOI aircraft service is the only means of meeting the scheduling and operational needs of this trip, this travel may be approved.

Your approval of this travel is requested. The applicable criteria are met for approval of this travel. **PLEASE INDICATE YOUR APPROVAL ON THE ATTACHED OAS-110 FORM.**

Contact and telephone number:

Jennifer Heindl 202-208-7094

Surname

Due Date: ASAP

Tim Murphy

TRAVEL COST ANALYSIS

Justification for use of a Government aircraft for travel:

Note
5/7
change to itinerary
SLC = last stop
no Midland
cost ~~22,500~~
actual \$5,115

A. BASIC DATA:

Dates and time of required time(s) at Temporary Duty Station(s) (TDS):

Location	See Remarks for Details	Date	5/7+8	Hours required to be on site	_____	to	_____
Location	_____	Date	_____	Hours required to be on site	_____	to	_____
Location	_____	Date	_____	Hours required to be on site	_____	to	_____

Manifest (only persons required to be at TDS):

Name	Hourly Salary
See Attachment for Manifest Breakdown	\$489.55
<u>SEC + 2 SES + 5 non-SES</u>	_____
_____	_____
_____	_____
TOTAL Hours Cost of All Required Travelers	\$ 489.55

Annual Salary ÷ 2087 hours x 1.20 = Hourly Salary Rate

NOTE: 1.20 covers average Fringe Benefits, Retirement, Health & Life Insurance, Medicare, other Fringes. The 1.20 does not include COLA; for Alaska-based employees, add the applicable additional %.

(Continue on attached sheet if needed)

B. COST COMPARISON:

1. <u>Commercial Airline Costs to meet the required TDS locations and times. Individual ticket cost x number of required travelers.</u>	\$	7,919.80
<ul style="list-style-type: none"> • Cost of total duty hours away from office or regular duty station to meet the commercial airline schedule. • Cost of required per diem and ground transportation. 		11,749.20
TOTAL Cost by commercial transportation		2,121.00 <i>includes midland</i>
		\$ 21,790.00
2. <u>Leased, Contract, or Rental Aircraft.</u>		
1. Flight hours x flight hour costs		\$ _____
2. Cost of total duty hours away from office or regular duty station		_____
3. Cost of required per diem and ground transportation		_____
4. Any additional aircraft or crew costs not included in above hourly rate, i.e., standby charges, tiedown fees, overnight parking, extra crew, etc.		_____
TOTAL Cost by Lease, Contract, or Rental aircraft.		\$ 0.00
3. <u>DOI-Operated Aircraft</u> - identify specific aircraft: <u>N618 - KING AIR 200</u>		
• Flight hours required x variable flight hour cost.		\$ 16,650.00 <i>5/2/12 \$115</i>
• Cost of total duty hours away from office or regular duty station.		7,832.80
• Cost of required per diem and ground transportation.		1,099.00
• Any additional costs to be incurred that are not included in the above flight hour rate. Variable cost of crew, as defined on page 1 of OMB Circular A-126, Attachment B, if not included in the flight hour rate. (Do not include pilot costs here if the pilot is one of the Government officials required to meet or perform duties at the TDY location.)		1,432.00
• Fuel costs, if not included in above flight hour rate. Any additional aircraft costs not in the above flight hour rate, i.e., tiedown fees, overnight parking, et.		_____
TOTAL COST by DOI Fleet aircraft.		\$ 27,013.80

C. MOST COST EFFECTIVE METHOD:

Commercial
 Lease, Contract or Rental - N# _____ Pilot/Crew _____

Purpose _____

DOI Fleet N# 618 Pilot/Crew PIC Randy Phelps, SIC Geoffrey Shanen

Purpose _____

REMARKS: (Must be completed if other than most-cost-effective method is chosen.)

Request approval for the attached mentioned passengers to fly on DOI Fleet aircraft on May 7 & 8, 2012 within the states of NV, UT and TX. May 7th, aircraft will pick up passengers in Las Vegas, NV and transport to St. George, UT where Secretary Salazar will be attending a ribbon cutting ceremony for the Red Cliffs National Conservation Area. Aircraft will then transport passengers to Salt Lake City in order for Secretary Salazar to participate in a ROD signing/press event at the Kearn River facility. Team will RON in SLC. May 8th, aircraft will transport passengers from SLC to Andrews, TX where the Secretary Salazar will participate in ~~meetings with oil industry executives about the Dunes Sagebrush Lizard~~ *a habitat tour only.* Team will depart Andrews, TX for Dallas, TX to catch a commercial flight out of DFW.

Request approval for DOI Fleet aircraft based on schedule constraints. Commercial airlines can not meet the schedule established for times of meetings. Last commercial airline flight out of Midland, TX is 6:10pm where they can not meet this schedule. See attachment for further explanation of breakdown of commercial airline flight times.

No DOI Charter aircraft available within reasonable distance, therefore was not considered in this cost analysis.

*Confirmed
Jennie
Sisk
5/4/12
921*

D. GENERAL APPROVAL REQUIREMENTS FOR TRAVEL ON GOVERNMENT AIRCRAFT:

Print name of designated approving official Signature Date

E. SPECIAL APPROVAL REQUIREMENTS FOR REQUIRED USE TRAVEL: (See paragraph 11.b. page 6 of OMB Circular A-126)

Print name of designated approving official Signature Date

F. SPECIAL APPROVAL REQUIREMENTS FOR USE OF GOVERNMENT AIRCRAFT FOR TRAVEL BY THE FOLLOWING CATEGORIES OF PEOPLE:
(See paragraph 11.c. page 7 of OMB Circular A-126 and paragraph a., page 3-1 of OMB Bulletin No. 93-11)

- 1) Senior Executive Branch Officials
- 2) Senior Federal Officials
- 3) Members of Families of Senior Executive Branch and Senior Federal Officials
- 4) Non-Federal travelers

Edward T. Keane

Print name of designated approving official
DEPUTY SOLICITOR

[Signature]

Signature

05.04.12

Date

PASSENGER MANIFEST

NAME	GRADE	TITLE	HOURLY RATE
Ken Salazar	PAS	Secretary of the Interior	\$ 103.87
Bob Abbey	SES	Director of BLM	\$ 86.03
Katherine Kelly	SES	Director of Communications	\$ 86.03
Jonathan Adler	GS-13	Trip Director	\$ 58.02
Adam Fetcher	GS-13	Press Secretary	\$ 58.02
Tami Heileman	GS-12	Photographer	\$ 48.79
(b) (6), (b) (7)(C)	GS-12	Security Detail	\$ 48.79
			<u>\$ 489.55</u>

x 23 = 11,733

COMMERCIAL AIRLINE COSTS

FROM	TO	PER PERSON	TOTAL COST (7 PAX)	FLIGHT TIME
Las Vegas, NV	St. George, UT	\$ 340.80	\$ 2,385.60	3.50
St. George, UT	Salt Lake, City	\$ 139.00	\$ 973.00	1.25
Salt Lake, City	Midland, TX	\$ 376.60	\$ 2,636.20	5.00
Midland, TX	Dallas, TX	\$ 275.00	\$ 1,925.00	1.00
			<u>\$ 7,919.80</u>	

PER DIEM RATES

LOCATION	PER PERSON	TOTAL COST (7 PEOPLE)
Salt Lake City, NV	\$ 157.00	\$ 1,099.00 (would need to RON if Commerical Option taken)
Midland, TX	\$ 146.00	\$ 1,022.00

Logged in user: SHARIL MOULTRIE - Traveler: SHARIL MOULTRIE Authorization: SMCHARLESTONW051412_A01 - TA Number: 0511A4 Screen ID: 1070.3 [Return to Home Page](#) - [Logout](#)

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Search Criteria

Search & Select Flights

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[Show Trip Summary](#)

Search Availability

Price Flights

Select Flights to be Saved

Book Flights

Choose Flights

Available Flights on 05/14/12 from LAS to SGU

\$340.80 - Government Fare

[Fare Rules](#) - [Show Details](#)

 Delta Air Lines 790	Depart LAS 0800 Mon 14-May-12	Arrive SLC 1022 Mon 14-May-12	Flight Length: 1h 22min
	Layover at SLC for 0h 58min		
 Delta Air Lines 7769	Depart SLC 1120 Mon 14-May-12	Arrive SGU 1218 Mon 14-May-12	Flight Length: 0h 58min

If travel agent assistance is required, select "Request Assistance in Booking Flight". NOTE: Additional travel agent handling fees may apply.

[Request Assistance in Booking Flight](#)

[Return To Available Flights](#)

Logged in user: SHARI L MOULTRIE · Traveler: SHARI L MOULTRIE Authorization: SMCHARLESTONW051412_A01 · TA Number: 0511A4 Screen ID: 1070.2 [Return to Home Page](#) [Logout](#)

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Search Criteria

Search & Select Flights

[Show Search Options](#) | [Cancel Current Search](#)

[Show Trip Summary](#)

Search Availability

Price Flights

Select Flights to be Saved

Book Flights

GSA Contract Fare: \$139 (OneWay)

Non-Contract Government Fare Restricted

Select up to 10 flights, then:

Available Flights on 05/14/12 from SGU to SLC

Search Filters

Stops: Nonstop Only Depart: 0000 - 2359 Depart Arrive
Flight Duration: <2 hours 2 hours 2 hours

\$139.00 (Delta Air Lines 7766) [Show Details](#) [Add to Price List](#)
GSA City Pair Duration: 1h 12min

Delta Air Lines 7766	Depart SGU 0615 Mon 14-May-12	Arrive SLC 0727 Mon 14-May-12	Flight Length: 1h 12min

\$139.00 (Delta Air Lines 7768) [Show Details](#) [Add to Price List](#)
GSA City Pair Duration: 1h 12min

Delta Air Lines 7768	Depart SGU 0918 Mon 14-May-12	Arrive SLC 1030 Mon 14-May-12	Flight Length: 1h 12min

[Return To Search](#)

[Request Assistance in Booking Flights](#)

Select up to 10 flights, then:

Logged in user: SHARLL MOULTRIE - Traveler: SHARLL MOULTRIE Authorization: SMCHARLESTONW051412_A01 - TA Number: 0511A4 Screen ID: 1070.3 Return to Home Page - Logout

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Search Criteria

Search & Select Flights

[Show Search Options](#) | [Cancel Current Search](#)

[Show Trip Summary](#)

Search Availability

Price Flights

Select Flights to be Saved

Book Flights

Choose Flights

Available Flights on 05/15/12 from SLC to MAF

\$376.60 - Government Fare

[Fare Rules](#) - [Show Details](#)

United Airlines 5404	Depart SLC 0700 Tue 15-May-12	Arrive DEN 0830 Tue 15-May-12	Flight Length: 1h 30min
	Layover at DEN for 1h 21min		
United Airlines 6467	Depart DEN 0951 Tue 15-May-12	Arrive MAF 1236 Tue 15-May-12	Flight Length: 1h 45min

If travel agent assistance is required, select "Request Assistance in Booking Flight". NOTE: Additional travel agent handling fees may apply.

[Request Assistance in Booking Flight](#)

[Return To Available Flights](#)

Logged in user: SHARI L MOULTRIE - Traveier: SHARI L MOULTRIE Authorization: SMCHARLESTONW051412_A01 TA Number: 0S1A4 Screen ID: 1070.2 Return to Home Page - Logout

PRINT THIS SCREEN VIEW HELP

Search Criteria

Search & Select Flights

[Show Search Options](#) | [Cancel Current Search](#)

[Show Trip Summary](#)

Search Availability

Price Flights

Select Flights to be Saved

Book Flights

GSA Contract Fare: \$275 (OneWay) Non-Contract Government Fare Restricted

Select up to 10 flights, then: [Redacted]

Available Flights on 05/08/12 from MAF to DFW

Search Filters

Stops: Nonstop Only

Depart: 1800 - 2359 @ Depart Arrive

0000

Flight Duration: <6 hours 2 hours

\$275.00 (American Airlines 2989) [Show Details](#) [Add to Price List](#)

GSA City Pair Duration: 1h 10min

	Depart MAF 1810 Tue 08-May-12	Arrive DFW 1920 Tue 08-May-12	Flight Length: 1h 10min

[Return To Search](#)

[Request Assistance in Booking Flights](#)

Select up to 10 flights, then: [Redacted]

EARLIEST FLIGHT TO D.C., May 9th

Logged in user: SHARIL MOULTRIE - Traveler: SHARIL MOULTRIE Authorization: SMCHARLESTONW051412_A01 - TA Number: 0511A4 Screen ID: 1070.3 [Return to Home Page](#) - [Logout](#)

[PRINT THIS SCREEN](#) [VIEW HELP](#)

Search Criteria

Search & Select Flights

[Show Search Options](#)

[Cancel Current Search](#)

[Show Trip Summary](#)

Search Availability



Price Flights

Select Flights to be Saved

Book Flights

Choose Flights

Available Flights on 05/09/12 from MAF to DCA

\$347.60 - GSA Capacity Limits		\$530.60 - GSA City Pair	
Fare Rules - Show Details			
 American Airlines 3396	Depart MAF 0700 Wed 09-May-12	Arrive DFW 0810 Wed 09-May-12	Flight Length: 1h 10min
	Layover at DFW for 0h 55min		
 American Airlines 1600	Depart DFW 0905 Wed 09-May-12	Arrive DCA 1250 Wed 09-May-12	Flight Length: 2h 45min

If travel agent assistance is required, select "Request Assistance in Booking Flight". NOTE: Additional travel agent handling fees may apply.

[Request Assistance in Booking Flight](#)

[Return To Available Flights](#)

CHARTER

\$3,700

**OFFICE OF THE SOLICITOR
CORRESPONDENCE BACKGROUND FORM**

Date: May 31, 2012

Nature and Significance of Document: Request for approval of charter aircraft service for official travel on June 2, 2012, of Secretary Salazar, one DOI SES official (Mike Connor, Commissioner, BOR), one non-SES DOI employee (b) (5), (b) (7)(C) Security) and two U.S. senators (Sen. Udall; Sen. Bingham), from Albuquerque NM to Gallup, NM and back. The purpose of this travel, which includes an overflight of the project area, is an event marking the kick-off of construction of the Navajo-Gallup water pipeline.

Background: Advance approval/disapproval by the Solicitor or Deputy Solicitor is required by 41 C.F.R. Parts 301-10 and 301-70, and OMB Circular A-126 for travel on other-than-commercial airlines by officials at SES level and above and for all non-federal individuals who are traveling either for official DOI business or on a "space available" basis. The standards for approving official travel vary according to the category of travel: to meet mission requirements; "required use" travel (extraordinary security, communications, or scheduling needs); or other travel for the conduct of DOI business.

The trip documented on the attached form is ordinary ("other") official travel because it involves transportation that is neither to meet mission requirements nor "required use" travel. As such, the use of DOI or charter aircraft may be authorized only when: 1) no commercial service is reasonably available to meet the scheduling or operational needs of the trip; or 2) the actual cost of charter aircraft is not more than commercial service. Reasonable availability is defined as "able to meet your departure and/or arrival requirements within a 24-hour period, unless you demonstrate that extraordinary circumstances require a shorter period." 41 C.F.R. § 301-10.261(a)(1).

As the attached OAS-110 indicates, DOI and commercial aircraft service are not available for this travel. Charter service, not including the cost of total duty hours away, is \$3,700. Because use of charter aircraft service is the only means of meeting the operational and scheduling needs of this trip, this travel may be approved.


Your approval of this travel is requested. The applicable criteria are met for approval of this travel. **PLEASE INDICATE YOUR APPROVAL ON THE ATTACHED OAS-110 FORM.**

Contact and telephone number:

Jennifer Heindl 202-208-7094

Due Date: ASAP

Surname



Tim Murphy

TRAVEL COST ANALYSIS

Justification for use of a Government aircraft for travel:

A. BASIC DATA:

Dates and time of required time(s) at Temporary Duty Station(s) (TDS):

Location	<u>Albuquerque Intl. (KABQ)</u>	Date	<u>6/2/2012</u>	Hours required to be on site	<u>0800</u>	to	<u>0856</u>
Location	<u>Gallup/Muni (KGUP)</u>	Date	<u>6/2/2012</u>	Hours required to be on site	<u>0930</u>	to	<u>1313</u>
Location	<u>Albuquerque Intl. (KABQ)</u>	Date	<u>6/2/2012</u>	Hours required to be on site	<u>1345</u>	to	<u>1500</u>

Manifest (only persons required to be at TDS):

Name	Hourly Salary
<u>Senator Jeff Bingaman</u>	<u>\$N/A</u>
<u>Secretary Salazar</u>	<u>\$104.00</u>
<u>Mike Connor - Comments - BORE BES</u>	<u>\$70.00</u>
<u>[REDACTED] - Security</u>	<u>\$50.00</u>
<u>TBD: Senator Udall</u>	<u>\$N/A</u>

Annual Salary = 2087 hours x 1.20 = Hourly Salary Rate

NOTE: 1.20 covers average Fringe Benefits, Retirement, Health & Life Insurance, Medicare, other Fringes. The 1.20 does not include COLA; for Alaska-based employees, add the applicable additional %.

TOTAL Hours Cost of All Required Travelers \$ 224.00

(Continue on attached sheet if needed)

B. COST COMPARISON:

1. Commercial Airline Costs to meet the required TDS locations and times. Individual ticket cost x number of required travelers. \$ None Available

TOTAL Cost by commercial transportation \$ X

2. Leased, Contract, or Rental Aircraft.

- | | |
|--|--------------------|
| 1. Flight hours x flight hour costs | \$ <u>3,700.00</u> |
| 2. Cost of total duty hours away from office or regular duty station | <u>0</u> |
| 3. Cost of required per diem and ground transportation | <u>0</u> |
| 4. Any additional aircraft or crew costs not included in above hourly rate, i.e., standby charges, tiedown fees, overnight parking, extra crew, etc. | <u>0</u> |
| TOTAL Cost by Lease, Contract, or Rental aircraft. | \$ <u>3,700.00</u> |

3. DOI-Operated Aircraft - identify specific aircraft: _____

- | | |
|--|-------------------------|
| • Flight hours required x variable flight hour cost | \$ <u>Not Available</u> |
| • Cost of total duty hours away from office or regular duty station. | <u>X</u> |
| • Cost of required per diem and ground transportation. | <u>X</u> |
| • Any additional costs to be incurred that are not included in the above flight hour rate. Variable cost of crew, as defined on page 1 of OMB Circular A-126, Attachment B, if not included in the flight hour rate. (Do not include pilot costs here if the pilot is one of the Government officials required to meet or perform duties at the TDY location.) | <u>X</u> |
| • Fuel costs, if not included in above flight hour rate. Any additional aircraft costs not in the above flight hour rate, i.e., tiedown fees, overnight parking, et. | <u>X</u> |

TOTAL COST by DOI Fleet aircraft. \$ X

C. MOST COST EFFECTIVE METHOD:

Lease, Contract or Rental - N775DM Pilot/Crew Doug Atwell, Kasey Jones

Purpose See Remarks

REMARKS: (Must be completed if other than most-cost-effective method is chosen.)

Charter aircraft is being used to transport the Secretary, the Commissioner, and at least one U.S. Senator from Albuquerque to Gallup, NM in time for a 10:30 AM event to kick-off construction of the Navajo-Gallup water pipeline. Charter aircraft is being used to reduce early morning travel times, allow passengers to attend other afternoon events, and to allow for aerial viewing of the project area where the water pipeline will be built, including the communities it will serve.

D. GENERAL APPROVAL REQUIREMENTS FOR TRAVEL ON GOVERNMENT AIRCRAFT:

Print name of designated approving official Signature Date

E. SPECIAL APPROVAL REQUIREMENTS FOR REQUIRED USE TRAVEL: (See paragraph 11.b. page 6 of OMB Circular A-126)

Print name of designated approving official Signature Date

F. SPECIAL APPROVAL REQUIREMENTS FOR USE OF GOVERNMENT AIRCRAFT FOR TRAVEL BY THE FOLLOWING CATEGORIES OF PEOPLE:
(See paragraph 11.c. page 7 of OMB Circular A-126 and paragraph a., page 3-1 of OMB Bulletin No. 93-11)

- 1) Senior Executive Branch Officials
- 2) Senior Federal Officials
- 3) Members of Families of Senior Executive Branch and Senior Federal Officials
- 4) Non-Federal travelers *Senators*

Edward T. Kenibus
Print name of designated approving official


Signature

05-31-12
Date

CHARTER

\$1,150

**OFFICE OF THE SOLICITOR
CORRESPONDENCE BACKGROUND FORM**

Date: June 8, 2012

Nature and Significance of Document: Request for approval of charter aircraft service for official travel on June 11, 2012, of Secretary Salazar, two DOI SES officials (Wendi Weber, Regional Director, FWS; Katherine Kelly, Director of Communications), and three non-SES DOI employees (Jonathan Adler, Trip Director; Tami Heilemann, Photographer; (b) (6), (b) (7)(C) Security), from Bangor, ME to Portland, ME. The purpose of this travel, which includes an overflight of the Penobscot River System, is a press conference and stakeholder meeting at L.L. Bean's flagship store.

Background: Advance approval/disapproval by the Solicitor or Deputy Solicitor is required by 41 C.F.R. Parts 301-10 and 301-70, and OMB Circular A-126 for travel on other-than-commercial airlines by officials at SES level and above and for all non-federal individuals who are traveling either for official DOI business or on a "space available" basis. The standards for approving official travel vary according to the category of travel: to meet mission requirements; "required use" travel (extraordinary security, communications, or scheduling needs); or other travel for the conduct of DOI business.

The trip documented on the attached form is ordinary ("other") official travel because it involves transportation that is neither to meet mission requirements nor "required use" travel. As such, the use of DOI or charter aircraft may be authorized only when: 1) no commercial service is reasonably available to meet the scheduling or operational needs of the trip; or 2) the actual cost of charter aircraft is not more than commercial service. Reasonable availability is defined as "able to meet your departure and/or arrival requirements within a 24-hour period, unless you demonstrate that extraordinary circumstances require a shorter period." 41 C.F.R. § 301-10.261(a)(1).

As the attached OAS-110 indicates, DOI and commercial aircraft service are not available for this travel which includes an overflight. Charter service, not including the cost of total duty hours away, is \$1,150. Because use of charter aircraft service is the only means of meeting the operational and scheduling needs of this trip, this travel may be approved.

Your approval of this travel is requested. The applicable criteria are met for approval of this travel. **PLEASE INDICATE YOUR APPROVAL ON THE ATTACHED OAS-110 FORM.**

Contact and telephone number:

Jennifer Heindl 202-208-7094

Due Date: ASAP

Surname


Tim Murphy

TRAVEL COST ANALYSIS

Justification for use of a Government aircraft for travel:

A. BASIC DATA:

Dates and time of required time(s) at Temporary Duty Station(s) (TDS):

Location	Portland, ME	Date	6/11/2012	Hours required to be on site	1300	to	1400
Location		Date		Hours required to be on site		to	
Location		Date		Hours required to be on site		to	

Manifest (only persons required to be at TDS):

<u>Name</u>	<u>Hourly Salary</u>
See Remarks on Second Page	\$432.72
TOTAL Hours Cost of All Required Travelers	\$ 432.72

Annual Salary ÷ 2087 hours x 1.20 =
Hourly Salary Rate

NOTE: 1.20 covers average Fringe Benefits, Retirement, Health & Life Insurance, Medicare, other Fringes. The 1.20 does not include COLA; for Alaska-based employees, add the applicable additional %.

(Continue on attached sheet if needed)

B. COST COMPARISON:

1. Commercial Airline Costs to meet the required TDS locations and times. Individual ticket cost x number of required travelers. \$ 0.00 *N/A*
 - Cost of total duty hours away from office or regular duty station to meet the commercial airline schedule. 0.00
 - Cost of required per diem and ground transportation. _____

TOTAL Cost by commercial transportation \$ 0.00 *N/A*

2. Leased, Contract, or Rental Aircraft.
 1. Flight hours x flight hour costs \$ 800.00
 2. Cost of total duty hours away from office or regular duty station _____
 3. Cost of required per diem and ground transportation 0.00
 4. Any additional aircraft or crew costs not included in above hourly rate, i.e., standby charges, tiedown fees, overnight parking, extra crew, etc. 350.00

TOTAL Cost by Lease, Contract, or Rental aircraft. \$ 1,150.00

3. DOI -Operated Aircraft – identify specific aircraft: N/A - None available
 - Flight hours required x variable flight hour cost. \$ _____
 - Cost of total duty hours away from office or regular duty station. _____
 - Cost of required per diem and ground transportation. _____
 - Any additional costs to be incurred that are not included in the above flight hour rate. Variable cost of crew, as defined on page 1 of OMB Circular A-126, Attachment B, if not included in the flight hour rate. (Do not include pilot costs here if the pilot is one of the Government officials required to meet or perform duties at the TDY location.) _____
 - Fuel costs, if not included in above flight hour rate. Any additional aircraft costs not in the above flight hour rate, i.e., tiedown fees, overnight parking, et. _____

TOTAL COST by DOI Fleet aircraft. \$ 0.00

C. MOST COST EFFECTIVE METHOD:

Commercial 188VV TBD
 Lease, Contract or Rental - N# _____ Pilot/Crew _____

See remarks below.
Purpose _____

DOI Fleet _____ N# _____ Pilot/Crew _____

Purpose _____

REMARKS: (Must be completed if other than most-cost-effective method is chosen.)

PASSENGER MANIFEST

Ken Salazar PAS Secretary of the Interior	\$103.87
Wendi Weber SES Regional Director of FWS	\$ 87.03
Katherine Kelly SES Director of Communications	\$ 87.03
Jonathan Adler 13 Trip Director	\$ 57.23
Toni Helgesann 12 Photographer	\$ 48.78
2 Security Detail	\$ 46.78

Request approval for above mentioned passengers to fly on DOI Charter aircraft June 11, 2012. Aircraft will pick up passengers in Bangor, ME and transport to Portland, ME where passengers will attend a press conference and stakeholder meeting at LL Bean's Flagship store in Freeport. LL Bean will be presenting a check to Secretary Salazar for the National Park Foundation for a project that is targeted at providing outdoor experiences to children. En route from Bangor to Portland, the Secretary will be provided an aerial tour of a part of the Penobscot River System, which will be guided by Wendi Weber, the Regional Director of the Fish and Wildlife Service. Passenger will then catch commercial flight from Portland, ME to designated locations.

No commercial airline service between Bangor, ME and Portland, ME. Also commercial airlines can not conduct aerial surveys and therefore not an option. Most-cost-effective method chosen, therefore no justification needed.

No DOI fleet aircraft available within reasonable distance in which could accommodate 6 passengers.

D. GENERAL APPROVAL REQUIREMENTS FOR TRAVEL ON GOVERNMENT AIRCRAFT:


_____ Signature _____ Date _____
Print name of designated approving official

E. SPECIAL APPROVAL REQUIREMENTS FOR REQUIRED USE TRAVEL: (See paragraph 11.b. page 6 of OMB Circular A-126)

_____ Signature _____ Date _____
Print name of designated approving official

F. SPECIAL APPROVAL REQUIREMENTS FOR USE OF GOVERNMENT AIRCRAFT FOR TRAVEL BY THE FOLLOWING CATEGORIES OF PEOPLE:
(See paragraph 11.c. page 7 of OMB Circular A-126 and paragraph a., page 3-1 of OMB Bulletin No. 93-11)

- 1) Senior Executive Branch Officials
- 2) Senior Federal Officials
- 3) Members of Families of Senior Executive Branch and Senior Federal Officials
- 4) Non-Federal travelers

 _____ Signature _____ Date 06.08.12
Print name of designated approving official
EDWARD T. REAGLE

DOI AIR

\$7,350

OFFICE OF THE SOLICITOR
CORRESPONDENCE BACKGROUND FORM

Date: June 19, 2012

Region 1
Nature and Significance of Document: Request for approval of DOI aircraft service for official travel on **June 20, 2012**, of Secretary Salazar, one DOI SES official (Cindy Dohner, Director, FWS), and two DOI non-SES officials (Tami Heilmann, staff; Sgt. Security) from New Orleans, LA to Delta National Wildlife Refuge. The purpose of this travel is an aerial and ground tour of AGO marsh restoration project.

Background: Advance approval/disapproval by the Solicitor or Deputy Solicitor is required by 41 C.F.R. Parts 301-10 and 301-70, and OMB Circular A-126 for travel on other-than-commercial airlines by officials at SES level and above and for all non-federal individuals who are traveling either for official DOI business or on a "space available" basis. The standards for approving official travel vary according to the category of travel: to meet mission requirements; "required use" travel (extraordinary security, communications, or scheduling needs); or other travel for the conduct of DOI business.

The trip documented on the attached form is ordinary ("other") official travel because it involves transportation that is neither to meet mission requirements nor "required use" travel. As such, the use of DOI or charter aircraft may be authorized only when: 1) no commercial service is reasonably available to meet the scheduling or operational needs of the trip; or 2) the actual cost of charter aircraft is not more than commercial service. Reasonable availability is defined as "able to meet your departure and/or arrival requirements within a 24-hour period, unless you demonstrate that extraordinary circumstances require a shorter period." 41 C.F.R. § 301-10.261(a)(1).

As the attached OAS-110 indicates, commercial aircraft service is not available for this travel, which includes an aerial tour. Charter service is also not available. DOI aircraft service, not including the cost of total duty hours away, is \$7,350. Because use of DOI aircraft service is the only means of meeting the operational and scheduling needs of this trip, this travel may be approved.

Your approval of this travel is requested. The applicable criteria are met for approval of this travel. **PLEASE INDICATE YOUR APPROVAL ON THE ATTACHED OAS-110 FORM.**

Contact and telephone number:

Jennifer Heindl 202-208-7094

Surname

Due Date: ASAP

Tim Murphy *Murphy* 6/19/12

TRAVEL COST ANALYSIS

Justification for use of a Government aircraft for travel:

A. BASIC DATA:

Dates and time of required time(s) at Temporary Duty Station(s) (TDS):

Location	LA National Wildlife Refuges	Date	9/20/2012	Hours required to be on site	1100	to	1500
Location	to Include Brenton NWR and	Date		Hours required to be on site		to	
Location	Delta NWR	Date		Hours required to be on site		to	

Manifest (only persons required to be at TDS):

Name	Hourly Salary
Secretary Salazar, ES	\$103.87
Cindy Dohmer, SES, FWS Director	\$87.03
Tamr Heilmann, GS-12, Photographer	\$48.78
SG (b) (6), (b) (7)(C) GS-12 Security	\$48.78
TOTAL Hours Cost of All Required Travelers	\$ 288.46

Annual Salary ÷ 2087 hours x 1.20 =
Hourly Salary Rate

NOTE: 1.20 covers average Fringe Benefits, Retirement, Health & Life Insurance, Medicare, other Fringes. The 1.20 does not include COLA; for Alaska-based employees, add the applicable additional %.

(Continue on attached sheet if needed)

B. COST COMPARISON:

1. <u>Commercial Airline Costs to meet the required TDS locations and times. Individual ticket cost x number of required travelers.</u>	\$ 0.00
• Cost of total duty hours away from office or regular duty station to meet the commercial airline schedule.	0.00
• Cost of required per diem and ground transportation.	0.00
TOTAL Cost by commercial transportation	\$ 0.00 <i>N/A</i>
2. <u>Leased, Contract, or Rental Aircraft.</u>	
1. Flight hours x flight hour costs	\$ 0.00
2. Cost of total duty hours away from office or regular duty station	0.00
3. Cost of required per diem and ground transportation	0.00
4. Any additional aircraft or crew costs not included in above hourly rate, i.e., standby charges, tiedown fees, overnight parking, extra crew, etc.	0.00
TOTAL Cost by Lease, Contract, or Rental aircraft.	\$ 0.00 <i>N/A</i>
3. <u>DOI-Operated Aircraft</u> - identify specific aircraft: <u>N351FW - AS350</u>	
• Flight hours required x variable flight hour cost.	\$ 7,350.00
• Cost of total duty hours away from office or regular duty station.	0.00
• Cost of required per diem and ground transportation.	0.00
• Any additional costs to be incurred that are not included in the above flight hour rate. Variable cost of crew, as defined on page 1 of OMB Circular A-126, Attachment B, if not included in the flight hour rate. (Do not include pilot costs here if the pilot is one of the Government officials required to meet or perform duties at the TDY location.)	0.00
• Fuel costs, if not included in above flight hour rate. Any additional aircraft costs not in the above flight hour rate, i.e., tiedown fees, overnight parking, et.	0.00
TOTAL COST by DOI Fleet aircraft.	\$ 7,350.00

C. MOST COST EFFECTIVE METHOD:

Commercial
 Lease, Contract or Rental - N# _____, Pilot/Crew _____
Purpose _____

DOI Fleet -----N# 351FW, Pilot/Crew PIC - Glenn Cullington
Purpose _____

REMARKS: (Must be completed if other than most-cost-effective method is chosen.)

Request approval for one ES member Secretary Ken Salazar; one SES member Cindy Dehner, EWS Director; and two GS-12 personnel Tami Heilmann (press photographer) and (b) (6), (b) (7)(C) (security) to fly on a DOI Fleet helicopter June 20, 2012. Helicopter will pick up passengers in New Orleans, LA and fly an aerial flight over the Brenton NWR and Delta NWR. Aerial tour is to provide the team with a good overview of the AGO March Restoration Project. Team will then land at the Delta NWR where they will get a closer look at the AGO project by airboats. Team will then depart on helicopter back to New Orleans where Secretary Salazar will be attending a press conference. No commercial airlines can conduct aerial tours and no DOI Charter helicopter available in the area, therefore neither was included in this analysis.

Request approval based upon a mission flight.

D. GENERAL APPROVAL REQUIREMENTS FOR TRAVEL ON GOVERNMENT AIRCRAFT:

Print name of designated approving official Signature Date

E. SPECIAL APPROVAL REQUIREMENTS FOR REQUIRED USE TRAVEL: (See paragraph 11,b, page 6 of OMB Circular A-126)

Print name of designated approving official Signature Date

F. SPECIAL APPROVAL REQUIREMENTS FOR USE OF GOVERNMENT AIRCRAFT FOR TRAVEL BY THE FOLLOWING CATEGORIES OF PEOPLE: (See paragraph 11.c, page 7 of OMB Circular A-126 and paragraph a., page 3-1 of OMB Bulletin No. 93-11)

- 1) Senior Executive Branch Officials
- 2) Senior Federal Officials
- 3) Members of Families of Senior Executive Branch and Senior Federal Officials
- 4) Non-Federal travelers

Kevin Jack Hingrad [Signature] 6/19/2012
Print name of designated approving official Signature Date

CONTACT AIR SERVICE

\$7,220

**OFFICE OF THE SOLICITOR
CORRESPONDENCE BACKGROUND FORM**

Date: July 17, 2012

Nature and Significance of Document: Request for approval of contract aircraft service for official travel on **July 18, 2012**, of Secretary Salazar, and one non-federal official (Colley Billie, Miccosukee tribal chairman) from West Palm Beach, FL to Loxahatchee NWR to Miccosukee Headquarters, FL to Miami, FL. The complete manifest for the various legs of the travel is attached. The purpose of this travel includes meetings with FWS officials and Miccosukee tribal officials and aerial tours of the Loxahatchee NWR and the Miccosukee Tamiami Trail.

Background: Advance approval/disapproval by the Solicitor or Deputy Solicitor is required by 41 C.F.R. Parts 301-10 and 301-70, and OMB Circular A-126 for travel on other-than-commercial airlines by officials at SES level and above and for all non-federal individuals who are traveling either for official DOI business or on a "space available" basis. The standards for approving official travel vary according to the category of travel: to meet mission requirements; "required use" travel (extraordinary security, communications, or scheduling needs); or other travel for the conduct of DOI business.

The trip documented on the attached form is ordinary ("other") official travel because it involves transportation that is neither to meet mission requirements nor "required use" travel. As such, the use of DOI or charter aircraft may be authorized only when: 1) no commercial service is reasonably available to meet the scheduling or operational needs of the trip; or 2) the actual cost of charter aircraft is not more than commercial service. Reasonable availability is defined as "able to meet your departure and/or arrival requirements within a 24-hour period, unless you demonstrate that extraordinary circumstances require a shorter period." 41 C.F.R. § 301-10.261(a)(1).

As the attached OAS-110 indicates, commercial aircraft service is not available for this flight, which includes aerial tours. DOI aircraft service is not available to meet the operational needs of this travel because the available DOI aircraft has only one pilot. Contract aircraft service, not including cost of total duty hours away, is \$7,220. Because use of contract aircraft service for this official travel is the only means of meeting the operational and scheduling needs of the trip, this travel may be approved.

Your approval of this travel is requested. The applicable criteria are met for approval of this travel. **PLEASE INDICATE YOUR APPROVAL ON THE ATTACHED OAS-110 FORM.**

Contact and telephone number:
Jennifer Heindl 202-208-7094

Surname

Due Date: ASAP

Tim Murphy

TRAVEL COST ANALYSIS

Justification for use of a Government aircraft for travel:

A. BASIC DATA:

Dates and time of required time(s) at Temporary Duty Station(s) (TDS):

Location	Loxahatchee NWR	Date	7/18/2012	Hours required to be on site	0900	to	1100
Location	Miccosukee Tamiami Trail	Date	7/18/2012	Hours required to be on site	1130	to	1415
Location	_____	Date	_____	Hours required to be on site	_____	to	_____

Manifest (only persons required to be at TDS):

<u>Name</u>	<u>Hourly Salary</u>
Secretary Salazar, ES	\$0.00
Colley Billie, Miccosukee Tribe Chairman	_____
(non-federal employee)	_____
_____	_____
_____	_____
TOTAL Hours Cost of All Required Travelers	\$ <u>0.00</u>

Annual Salary + 2087 hours x 1.20 = Hourly Salary Rate

NOTE: 1.20 covers average Fringe Benefits, Retirement, Health & Life Insurance, Medicare, other Fringes. The 1.20 does not include COLA; for Alaska-based employees, add the applicable additional %.

(Continue on attached sheet if needed)

B. COST COMPARISON:

1. Commercial Airline Costs to meet the required TDS locations and times. Individual ticket cost x number of required travelers. \$ _____
 - Cost of total duty hours away from office or regular duty station to meet the commercial airline schedule. _____
 - Cost of required per diem and ground transportation. _____

TOTAL Cost by commercial transportation \$ 0.00

2. Leased, Contract, or Rental Aircraft.
 1. Flight hours x flight hour costs \$ 7,020.00
 2. Cost of total duty hours away from office or regular duty station _____
 3. Cost of required per diem and ground transportation _____
 4. Any additional aircraft or crew costs not included in above hourly rate, i.e., standby charges, tiedown fees, overnight parking, extra crew, etc. 200.00

TOTAL Cost by Lease, Contract, or Rental aircraft. \$ 7,220.00

3. DOI-Operated Aircraft – identify specific aircraft: N351FW
 - Flight hours required x variable flight hour cost. _____
 - Cost of total duty hours away from office or regular duty station. _____
 - Cost of required per diem and ground transportation. _____
 - Any additional costs to be incurred that are not included in the above flight hour rate. Variable cost of crew, as defined on page 1 of OMB Circular A-126, Attachment B, if not included in the flight hour rate. (Do not include pilot costs here if the pilot is one of the Government officials required to meet or perform duties at the TDY location.) _____
 - Fuel costs, if not included in above flight hour rate. Any additional aircraft costs not in the above flight hour rate, i.e., tiedown fees, overnight parking, et. _____

TOTAL COST by DOI Fleet aircraft. \$ 1,150.00

NOTE: DOI helicopter does not meet OS requirement for two pilots

N/A

C. MOST COST EFFECTIVE METHOD:

option → Commercial 977MY TBD
 Lease, Contract or Rental - N# _____ Pilot/Crew _____
 Purpose Aerial flights and scheduled meetings

DOI Fleet 351FW Glenn Cullingford
 but does not accord w/ OR policy on 2 pilots.
 Purpose Aerial flights and scheduled meetings

REMARKS: (Must be completed if other than most-cost-effective method is chosen.)

Request DOI Contract Helicopter to transport one ES member, Secretary Ken Salazar and one non-federal employee Colley Billie (Miccosukee Tribe Chairman) within the state of Florida. The aircraft is being used to fly the Secretary and his team from West Palm Beach, FL to the Loxahatchee NWR where an aerial tour of the refuge will be conducted. Helicopter will land at the refuge for an on-site meeting. Secretary Salazar and his team will then fly from Loxahatchee NWR to the Miccosukee Tamiami Trail. An aerial tour will be conducted of the Miccosukee Trail before landing at the Miccosukee Headquarters, where team will attend a meeting. Helicopter will then transport the Secretary and his team to Miami, FL to meet the schedule of his commercial flight.

Commercial airlines was not included in this analysis because it is not capable of conducting the two required aerial tours.

Even though DOI Fleet aircraft was most cost-effective method it was not chosen because it did not meet the "two-pilot" requirements imposed by the Secretary's scheduling office.

See attachment for list of all passengers.

D. GENERAL APPROVAL REQUIREMENTS FOR TRAVEL ON GOVERNMENT AIRCRAFT:


 Print name of designated approving official Signature Date

E. SPECIAL APPROVAL REQUIREMENTS FOR REQUIRED USE TRAVEL: (See paragraph 11.b. page 6 of OMB Circular A-126)

 Print name of designated approving official Signature Date

F. SPECIAL APPROVAL REQUIREMENTS FOR USE OF GOVERNMENT AIRCRAFT FOR TRAVEL BY THE FOLLOWING CATEGORIES OF PEOPLE:
 (See paragraph 11.c. page 7 of OMB Circular A-126 and paragraph a., page 3-1 of OMB Bulletin No. 93-11)

- 1) Senior Executive Branch Officials
- 2) Senior Federal Officials
- 3) Members of Families of Senior Executive Branch and Senior Federal Officials
- 4) Non-Federal travelers

Edward J. Kosabus  07.17.12
 Print name of designated approving official Signature Date

PASSENGER MANIFEST

LEG 1 - West Palm Beach Airport to Loxahatchee NWR & Aerial Tour

KLS	DOI, Secretary of Interior	ES
Sgt (b) (6), (b) (7)(C)	DOI, Security	GS-12
Don Jodrey	DOI, Attorney Advisor	???
Blake Androff	DOI, Deputy Communications Director	GS-14
Press TBD		

Leg 2 - Loxahatchee NWR to Miccosukee Tamiami Trail

KLS	DOI, Secretary of Interior	ES
Sgt (b) (6), (b) (7)(C)	DOI, Security	GS-12
Nick Aumen	NPS, Aquatic Ecologist	GS-??
Jonathan Adler	DOI, Trip Director	GS-13
Tami Heilemann	DOI, Photographer	GS-12

Leg 3 - Aerial Tour of Miccosukee Tamiami Trail

KLS	DOI, Secretary of Interior	ES
Sgt (b) (6), (b) (7)(C)	DOI, Security	GS-12
Shannon Estenoz	NPS, Director of Everglades Restoration Initiatives	???
Colley Billie	Miccosukee Tribe Chairman	Non-Federal
Bob Johnson	NPS, Research Director-Hydrologist	???

Leg 4 - Miccosukee Tamiami Trail to Miami, FL Airport

KLS	DOI, Secretary of Interior	ES
Sgt (b) (6), (b) (7)(C)	DOI, Security	GS-12
Jonathan Adler	DOI, Trip Director	GS-13
Tami Heilemann	DOI, Photographer	GS-12
TBD		

CHARTER

\$12,162

**OFFICE OF THE SOLICITOR
CORRESPONDENCE BACKGROUND FORM**

Date: August 7, 2012

Nature and Significance of Document: Request for approval of charter aircraft service for official travel on **August 12, 2012** for the Secretary, two SES employees (Acting BLM Director Mike Pool and BLM AK State Director, Bud Cribley) and two GS employees (Sgt. **(b) (6), (b) (7)(C)** and Kim Elton). Travel will consist of an over-flight of the Teshekpuk Lake shore line beginning and ending in ^{Wigok} Nuiqsut, AK.

Background: Advance approval/disapproval by the Solicitor or Deputy Solicitor is required by 41 C.F.R. Parts 301-10 and 301-70, and OMB Circular A-126 for travel on other-than-commercial airlines by officials at SES level and above and for all non-federal individuals who are traveling either for official DOI business or on a "space available" basis. The standards for approving official travel vary according to the category of travel: to meet mission requirements; "required use" travel (extraordinary security, communications, or scheduling needs); or other travel for the conduct of DOI business.

The trip documented on the attached form is ordinary ("other") official travel because it involves transportation that is neither to meet mission requirements nor "required use" travel. As such, the use of DOI or charter aircraft may be authorized only when: 1) no commercial service is reasonably available to meet the scheduling or operational needs of the trip; or 2) the actual cost of charter aircraft is not more than commercial service. Reasonable availability is defined as "able to meet your departure and/or arrival requirements within a 24-hour period, unless you demonstrate that extraordinary circumstances require a shorter period." 41 C.F.R. § 301-10.261(a)(1).

As the attached OAS-110 indicates, the total cost of charter aircraft service is \$12,162.00. Neither commercial nor DOI air service is available for this travel. Because use of charter aircraft is the only means of meeting the operational and scheduling needs of this trip, this travel may be approved.

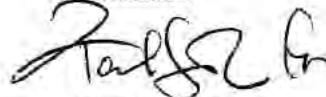
Your approval of this travel is requested. The applicable criteria are met for approval of this travel. **PLEASE INDICATE YOUR APPROVAL ON THE ATTACHED OAS-110 FORM.**

Contact and telephone number:

Rachel Spector 202-208-6029

Due Date: ASAP

Surname



Tim Murphy

TRAVEL COST ANALYSIS

Justification for use of a Government aircraft for travel:

A. BASIC DATA:

Dates and time of required time(s) at Temporary Duty Station(s) (TDS):

Location	Inigok, AK	Date	8/12/2012	Hours required to be on site	0930	to	1430
Location		Date		Hours required to be on site		to	
Location		Date		Hours required to be on site		to	

Manifest (only persons required to be at TDS):

<u>Name</u>	<u>Hourly Salary</u>
Ken Calazar	\$103.67
Bud Cribley	\$75.43
Mike Pool	\$84.13
TOTAL Hours Cost of All Required Travelers	\$ 263.23

Annual Salary ÷ 2087 hours x 1.20 =
Hourly Salary Rate

NOTE: 1.20 covers average Fringe Benefits, Retirement, Health & Life Insurance, Medicare, other Fringes. The 1.20 does not include COLA; for Alaska-based employees, add the applicable additional %.

(Continue on attached sheet if needed)

B. COST COMPARISON:

1. Commercial Airline Costs to meet the required TDS locations and times. Individual ticket cost x number of required travelers. \$ _____
 - Cost of total duty hours away from office or regular duty station to meet the commercial airline schedule. _____
 - Cost of required per diem and ground transportation. _____

TOTAL Cost by commercial transportation \$ 0.00

2. Leased, Contract, or Rental Aircraft. \$ 1,740.00
 1. Flight hours x flight hour costs _____
 2. Cost of total duty hours away from office or regular duty station _____
 3. Cost of required per diem and ground transportation _____
 4. Any additional aircraft or crew costs not included in above hourly rate, i.e., standby charges, tiedown fees, overnight parking, extra crew, etc. 10,422.00

TOTAL Cost by Lease, Contract, or Rental aircraft. \$ 12,162.00

3. DOI-Operated Aircraft – identify specific aircraft: _____ \$ _____
 - Flight hours required x variable flight hour cost. \$ _____
 - Cost of total duty hours away from office or regular duty station. _____
 - Cost of required per diem and ground transportation. _____
 - Any additional costs to be incurred that are not included in the above flight hour rate. Variable cost of crew, as defined on page 1 of OMB Circular A-126, Attachment B, if not included in the flight hour rate. (Do not include pilot costs here if the pilot is one of the Government officials required to meet or perform duties at the TDY location.) 0.00
 - Fuel costs, if not included in above flight hour rate. Any additional aircraft costs not in the above flight hour rate, i.e., tiedown fees, overnight parking, et. _____

TOTAL COST by DOI Fleet aircraft. \$ 0.00

* Due to weight restrictions the Secretary flew on a different aircraft.

C. MOST COST EFFECTIVE METHOD:

Commercial 3209G Mike Brandeau
 Lease, Contract or Rental - N# _____ Pilot/Crew _____
Purpose Overflights of Teshekpuk Lake area

DOI Fleet _____ N# _____ Pilot/Crew _____
Purpose _____

REMARKS: (Must be completed if other than most-cost-effective method is chosen.)

Other passengers are Kim Elton and Sgt (b) (6), (b) (7)(C)

Overfly Teshekpuk Lake area, departing and returning to Inigok with a helicopter. No commercial seat fares to do this type of flying.

D. GENERAL APPROVAL REQUIREMENTS FOR TRAVEL ON GOVERNMENT AIRCRAFT:

Print name of designated approving official Signature Date

E. SPECIAL APPROVAL REQUIREMENTS FOR REQUIRED USE TRAVEL: (See paragraph 11.b. page 6 of OMB Circular A-126)

Print name of designated approving official Signature Date

F. SPECIAL APPROVAL REQUIREMENTS FOR USE OF GOVERNMENT AIRCRAFT FOR TRAVEL BY THE FOLLOWING CATEGORIES OF PEOPLE:
(See paragraph 11.c. page 7 of OMB Circular A-126 and paragraph a., page 3-1 of OMB Bulletin No. 93-11)

- 1) Senior Executive Branch Officials
- 2) Senior Federal Officials
- 3) Members of Families of Senior Executive Branch and Senior Federal Officials
- 4) Non-Federal travelers

EDWARD T. KEABLE  08.08.12
Print name of designated approving official Signature Date

DOI AIR

\$6,305

**OFFICE OF THE SOLICITOR
CORRESPONDENCE BACKGROUND FORM**

Date: August 15, 2012

Nature and Significance of Document: Request for approval post-travel of DOI aircraft service for official travel that occurred on **August 11, 2012** for the Secretary and one GS employee (Dave Yokel). Travel consisted of an over-flight of the Teshekpuk Lake shore line beginning and ending in ^{Arctic} Nuiqsut, AK. The Secretary was pre-approved to travel for this purpose on different aircraft but weight requirements determined on the day of the flight required the use of this additional aircraft.

Background: Advance approval/disapproval by the Solicitor or Deputy Solicitor is required by 41 C.F.R. Parts 301-10 and 301-70, and OMB Circular A-126 for travel on other-than-commercial airlines by officials at SES level and above and for all non-federal individuals who are traveling either for official DOI business or on a "space available" basis. The standards for approving official travel vary according to the category of travel: to meet mission requirements; "required use" travel (extraordinary security, communications, or scheduling needs); or other travel for the conduct of DOI business.

The trip documented on the attached form is ordinary ("other") official travel because it involves transportation that is neither to meet mission requirements nor "required use" travel. As such, the use of DOI or charter aircraft may be authorized only when: 1) no commercial service is reasonably available to meet the scheduling or operational needs of the trip; or 2) the actual cost of charter aircraft is not more than commercial service. Reasonable availability is defined as "able to meet your departure and/or arrival requirements within a 24-hour period, unless you demonstrate that extraordinary circumstances require a shorter period." 41 C.F.R. § 301-10.261(a)(1).

As the attached OAS-110 indicates, the total cost of DOI aircraft service was \$6,304.79. Commercial air service is available for this travel and the total cost of charter aircraft service was \$19,961.29. Because use of DOI aircraft was the most cost effective means of meeting the operational and scheduling needs of this trip, this travel may be approved.

Your approval of this travel is requested. The applicable criteria are met for approval of this travel. **PLEASE INDICATE YOUR APPROVAL ON THE ATTACHED OAS-110 FORM.**

Contact and telephone number:

Rachel Spector 202-208-6029

Due Date: ASAP

Surname


Tim Murphy

TRAVEL COST ANALYSIS

Justification for use of a Government aircraft for travel:

A. BASIC DATA:

Dates and time of required time(s) at Temporary Duty Station (TDS):

Location <u>Inigok, AK</u>	Date <u>8/12/2012</u>	Hours required to be on site <u>9:30</u> to <u>14:00</u>
Location _____	Date _____	Hours required to be on site _____ to _____
Location _____	Date _____	Hours required to be on site _____ to _____
Location _____	Date _____	Hours required to be on site _____ to _____
Location _____	Date _____	Hours required to be on site _____ to _____

Manifest (only persons required to be at TDS):

	Name of Individual	Annual Salary	Hourly Salary	Enter Y if AK employee; leave blank if not	Total Hourly Salary
1	Ken Salazar (SES) <i>US Secretary of the Interior</i>	\$180,299.40	\$103.67		\$103.67
2	Dave Yokel (GS 12-8) <i>AK-FDO Arctic Wildlife Biologist</i>	\$157,421.00	\$90.52	Y	\$118.51
3			\$0.00		\$0.00
4			\$0.00		\$0.00
5			\$0.00		\$0.00
6			\$0.00		\$0.00
7			\$0.00		\$0.00
8			\$0.00		\$0.00
9			\$0.00		\$0.00
10			\$0.00		\$0.00
11			\$0.00		\$0.00
12			\$0.00		\$0.00
13			\$0.00		\$0.00
14			\$0.00		\$0.00
15			\$0.00		\$0.00
16			\$0.00		\$0.00
17			\$0.00		\$0.00
18			\$0.00		\$0.00
19			\$0.00		\$0.00
TOTAL Hours Cost of All Required Travelers:					\$222.18

B. COST COMPARISON:

1. Commercial Airline Costs to meet the required TDS locations & times.

- | | | |
|---|-----------------------|--------|
| a. Individual commercial ticket cost times the number of required travelers. | Ticket price: _____ | |
| | # of travelers: _____ | \$0.00 |
| | | |
| b. Cost of total duty hours away from office or regular duty station to meet the commercial airline schedule. | # of hours: _____ | |
| | # of travelers: _____ | \$0.00 |
| | | |
| c. Cost of required per diem and ground transportation. | ground trans: _____ | |
| | per diem rate: _____ | |
| | # of travelers: _____ | \$0.00 |

TOTAL Cost by commercial transportation **No commercial flights** _____ \$0.00

2. Leased, Contract, or Rental Aircraft.

a. Flight hours times flight hour costs	# of flight hrs.: <u>13.70</u>	
	Cost/hr: <u>\$1,025.00</u>	<u>\$14,042.50</u>
b. Cost of total duty hours away from office or regular duty station.	# of hours: <u>4.50</u>	
	# of travelers: <u>4.00</u>	<u>\$999.79</u>
c. Cost of required per diem and ground transportation.	ground trans: <u>0.00</u>	
	per diem rate: <u>\$215.00</u>	
	# of travelers: <u>2.00</u>	<u>\$430.00</u>
d. Any additional aircraft or crew costs not included in above hourly rate (standby charges, tiedown fees, overnight parking, extra crew, etc.)	Fuel: <u>\$4,274.00</u>	
	Crew per diem: <u>\$215.00</u>	
	Misc charges: _____	<u>\$4,489.00</u>

TOTAL Cost by lease, contract, or rental aircraft \$19,961.29

3. DOI Operated Aircraft ----- Identify Specific Aircraft: N31MH

a. Flight hours required times variable flight hour cost	# of flight hrs.: <u>3.00</u>	
	Cost/hr: <u>\$600.00</u>	<u>\$1,800.00</u>
b. Cost of total duty hours away from office or regular duty station.	# of hours: <u>4.50</u>	
	# of travelers: <u>4.00</u>	<u>\$999.79</u>
c. Cost of required per diem and ground transportation.	ground trans: <u>0.00</u>	
	per diem rate: <u>\$215.00</u>	
	# of travelers: <u>2.00</u>	<u>\$430.00</u>
d. Any additional costs to be incurred that are not included in the above flight hour rate. Variable cost of crew as defined on page 1 of OMB Circular A-126, Attachment B, if not included in the flight hour rate. (do not include pilot costs here if the pilot is one of the Government officials required to meet or perform duties at the TDY station.)	Misc charges: _____	
	Misc charges: _____	
	Misc charges: _____	
	Misc charges: _____	
	Misc charges: _____	
	Misc charges: _____	
e. Fuel costs, if not included in above flight hour rate. Any additional aircraft costs not in the above flight hour rate (tiedown fees, overnight parking, etc.)	Fuel charges: _____	
	Misc charges: _____	
	Misc charges: _____	<u>\$3,075.00</u>

TOTAL Cost by DOI-Operated aircraft \$6,304.79

C. MOST COST EFFECTIVE METHOD:

(check one)

Commercial

Lease, Contract or Rental N# _____ Pilot/Crew _____

Purpose _____

DOI Fleet N# 31MH Pilot/Crew Seamus O'Daimhin

Purpose Overflight of Teshekpuk Lake area

REMARKS: *(Must be completed if other than most cost-effective method is chosen.)*

No commercial seat fares to area; government-operated aircraft is more cost-effective than a charter. Helicopter overflight of Teshekpuk Lake area (based out of Inigok, Alaska). Other non-DOI passengers include Sgt [REDACTED] and Mayor Edward Itta.

D. GENERAL APPROVAL REQUIREMENTS FOR TRAVEL ON GOVERNMENT AIRCRAFT:

Print name of designated approving official

Signature

Date

E. SPECIAL APPROVAL REQUIREMENTS FOR REQUIRED USE TRAVEL:

(See para. 11.b page 6 of OMB Circular A-125)

Print name of designated approving official

Signature

Date

F. SPECIAL APPROVAL REQUIREMENTS FOR USE OF GOVERNMENT AIRCRAFT FOR TRAVEL BY THE FOLLOWING CATEGORIES OF PEOPLE:

(See para. 11.e, page 7 of OMB Circular A-126 and para. A page 3-1 of OMB Bulletin No. 93-11)

- 1) Senior Executive Branch Officials
- 2) Senior Federal Officials
- 3) Members of Families of Senior Executive Branch and Senior Federal Officials
- 4) Non-Federal travelers

Print name of designated approving official

Signature

Date

CHARTER

\$28,060

**OFFICE OF THE SOLICITOR
CORRESPONDENCE BACKGROUND FORM**

Date: August 7, 2012

Nature and Significance of Document: Request for approval of charter aircraft service for official travel on **August 11-12, 2012** for the Secretary, three SES employees (BSEE Director James Watson, Acting BLM Director Mike Pool, and BLM AK State Director, Bud Cribley) and four GS employees (Sgt. (b) (6), (b) (7)(C) Kim Elton, Kate Kelly, and Tami Heilemann). Travel will be as follows: Anchorage, AK to Barrow, AK, Barrow, AK to Nuiqsut, AK (overnight stay), Nuiqsut, AK to Inigok, AK, Inigok, AK to Anchorage, AK. The purpose of the travel is to attend meetings and briefings, and participate in over-flights of the Chukchi Sea drilling area and the Teshekpuk Lake shore line.

Background: Advance approval/disapproval by the Solicitor or Deputy Solicitor is required by 41 C.F.R. Parts 301-10 and 301-70, and OMB Circular A-126 for travel on other-than-commercial airlines by officials at SES level and above and for all non-federal individuals who are traveling either for official DOI business or on a "space available" basis. The standards for approving official travel vary according to the category of travel: to meet mission requirements; "required use" travel (extraordinary security, communications, or scheduling needs); or other travel for the conduct of DOI business.


The trip documented on the attached form is ordinary ("other") official travel because it involves transportation that is neither to meet mission requirements nor "required use" travel. As such, the use of DOI or charter aircraft may be authorized only when: 1) no commercial service is reasonably available to meet the scheduling or operational needs of the trip; or 2) the actual cost of charter aircraft is not more than commercial service. Reasonable availability is defined as "able to meet your departure and/or arrival requirements within a 24-hour period, unless you demonstrate that extraordinary circumstances require a shorter period." 41 C.F.R. § 301-10.261(a)(1).

As the attached OAS-110 indicates, the total cost of charter aircraft service is \$28,059.85. Neither commercial nor DOI air service is available for this travel. Because use of charter aircraft is the only means of meeting the operational and scheduling needs of this trip, this travel may be approved.

Your approval of this travel is requested. The applicable criteria are met for approval of this travel. **PLEASE INDICATE YOUR APPROVAL ON THE ATTACHED OAS-110 FORM.**

Contact and telephone number:
Rachel Spector 202-208-6029

Due Date: ASAP

Surname


Tim Murphy

TRAVEL COST ANALYSIS

Justification for use of a Government aircraft for travel:

A. BASIC DATA:

Dates and time of required time(s) at Temporary Duty Station(s) (TDS):

Location	Anchorage, AK to Barrow, AK	Date	8/11/2012	Hours required to be on site	0800	to	1300
Location	Barrow, AK to Nuiqsut, AK	Date	8/11/2012	Hours required to be on site	1600	to	1730
Location	Nuiqsut, AK to Inigok, AK to ANC	Date	8/12/2012	Hours required to be on site	0900	to	1700

Manifest (only persons required to be at TDS):

<u>Name</u>	<u>Hourly Salary</u>
Ken Salazar	\$103.67
Bud Cribley	\$75.43
James Watson	\$84.13
Mike Pool	\$84.13
TOTAL Hours Cost of All Required Travelers	\$ 347.36

Annual Salary ÷ 2087 hours x 1.20 =
Hourly Salary Rate

NOTE: 1.20 covers average Fringe Benefits, Retirement, Health & Life Insurance, Medicare, other Fringes. The 1.20 does not include COLA; for Alaska-based employees, add the applicable additional %.

(Continue on attached sheet if needed)

B. COST COMPARISON:

1. Commercial Airline Costs to meet the required TDS locations and times. Individual ticket cost x number of required travelers. \$ _____
 - Cost of total duty hours away from office or regular duty station to meet the commercial airline schedule. _____
 - Cost of required per diem and ground transportation. _____

TOTAL Cost by commercial transportation \$ 0.00

2. Leased, Contract, or Rental Aircraft.
 1. Flight hours x flight hour costs \$ 17,352.00
 2. Cost of total duty hours away from office or regular duty station _____
 3. Cost of required per diem and ground transportation 466.00
 4. Any additional aircraft or crew costs not included in above hourly rate, i.e., standby charges, tiedown fees, overnight parking, extra crew, etc. 10,241.85

TOTAL Cost by Lease, Contract, or Rental aircraft. \$ 28,059.85

3. DOI-Operated Aircraft – identify specific aircraft: _____
 - Flight hours required x variable flight hour cost. \$ _____
 - Cost of total duty hours away from office or regular duty station. _____
 - Cost of required per diem and ground transportation. _____
 - Any additional costs to be incurred that are not included in the above flight hour rate. Variable cost of crew, as defined on page 1 of OMB Circular A-126, Attachment B, if not included in the flight hour rate. (Do not include pilot costs here if the pilot is one of the Government officials required to meet or perform duties at the TDY location.) 0.00
 - Fuel costs, if not included in above flight hour rate. Any additional aircraft costs not in the above flight hour rate, i.e., tiedown fees, overnight parking, et. _____

TOTAL COST by DOI Fleet aircraft. \$ 0.00

C. MOST COST EFFECTIVE METHOD:

Commercial 441SA Pilot/Crew TBD
 Lease, Contract or Rental - N# _____ Pilot/Crew _____
Purpose Overflights of Alaska North Slope

DOI Fleet N# _____ Pilot/Crew _____
Purpose _____

REMARKS: (Must be completed if other than most-cost-effective method is chosen.)

Other passengers are Kim Elton, Kate Kelly, Tami Heilemann, Sgt (b) (6), (b) (7)(C)

Enroute Barrow, overfly Chukchi Sea Drill area and land Barrow. Depart Barrow and land at Nuiqsut for overnight stay. Following morning, depart Nuiqsut for Inigok. land and standby. Depart Inigok for Anchorage. No commercial seat fares to do this type of flying.

D. GENERAL APPROVAL REQUIREMENTS FOR TRAVEL ON GOVERNMENT AIRCRAFT:


Print name of designated approving official Signature Date

E. SPECIAL APPROVAL REQUIREMENTS FOR REQUIRED USE TRAVEL: (See paragraph 11.b. page 6 of OMB Circular A-126)

Print name of designated approving official Signature Date

F. SPECIAL APPROVAL REQUIREMENTS FOR USE OF GOVERNMENT AIRCRAFT FOR TRAVEL BY THE FOLLOWING CATEGORIES OF PEOPLE:
(See paragraph 11.c. page 7 of OMB Circular A-126 and paragraph a., page 3-1 of OMB Bulletin No. 93-11)

- 1) Senior Executive Branch Officials
- 2) Senior Federal Officials
- 3) Members of Families of Senior Executive Branch and Senior Federal Officials
- 4) Non-Federal travelers

EDWARD T. KEABLE  08-08-12
Print name of designated approving official Signature Date

Jan Bennet
AMB / AIC

907-271-3935

(-4 hrs!)

- she is waiting for manifest & will do OAS-110
Draft 8-3-12

Rachel

Sec. trip.

Looks ok except
OAS-110s have not
come through

- OAS-110s

- overflights
no comm.



**THE TRIP OF THE SECRETARY
TO
ALASKA
August 10-13, 2012**

TRIP SUMMARY
THE TRIP OF THE SECRETARY TO
Alaska
August 10-13, 2012

Weather:

Anchorage, AK

Partly cloudy; High 66°// Low 52°

Time Zone:

Anchorage, AK

AKDT Time Zone (4 hours behind D.C.)

Barrow/Nuiqsut, AK

AKDT Time Zone (4 hours behind D.C.)

Advance:

Spec. Asst – AK Advance (Barrow) Pat Pourchot

Cell Phone:

(b) (6)

BLM State Director (Nuiqsut) Bud Cribley

()

Advance (Anchorage)

Kristina Broadie

(b) (6)

Ride-Along

Sgt. (b) (6), (b) (7)(C)

(b) (6), (b) (7)(C)

Security (Anchorage)

Sgt. (b) (6), (b) (7)(C)

(b) (6), (b) (7)(C)

Security (North Slope)

Sgt. (b) (6), (b) (7)(C)

(b) (6), (b) (7)(C)

Traveling Staff:

Communications Director

Kate Kelly

(b) (6)

Director BSEE

Jim Watson

(b) (6)

Senior Advisor- Alaska

Kim Elton

(b) (6)

Photographer

Tami Heilemann

(b) (6)

Acting Director -BLM

Mike Pool

(b) (6)

Washington Staff:

Secretary's Scheduler

Joan Padilla

Office Phone

(202) 208-5820

Ethics

Melinda Loftin

(703) 862-5552

Attire:

Business casual

FRIDAY, AUGUST 10, 2012

- 5:15pm: Depart RON; en route Denver International Airport
Car: KLS, Sgt (b) (6), (b) (7)(C)
- 6:10pm: Wheels-Up Denver International Airport en route Anchorage, AK
Flight: Frontier Airlines 888 non cont
Flight Time: 5 hours; 33 minutes
KLS Seat: (b) (6), (b) (7)(C)
Ride-Along: Sgt (b) (6), (b) (7)(C)
- 9:43pm: Wheels-Down Anchorage International Airport
Location: 5000 Old International Airport Rd, Anchorage, AK 99502
- 10:00pm: Depart airport en route RON
Location: Anchorage Marriott Downtown
820 West 7th Avenue,
Anchorage, Alaska 99501
(907) 279-8000
- 10:15pm: Arrive RON

SATURDAY, AUGUST 11, 2012

- 7:30am** Depart RON en route to Security Aviation
Location: Security Aviation, south side of Anchorage International,
6121 South Airpark Place
(907) 248-2677
- 8:00am** Wheels-up Anchorage en route Barrow (charter plane) *Continued*
(Flyover: Village of Wainwright and proposed Chukchi Shell drill site)
Manifest: KLS
Sgt (b) (6), (b) (7)(C)
BSEE Director Watson
Acting BLM Director Pool
Kim Elton
Kate Kelly
Tami Heilemann

- 11:15-11:30 am: Wheels Down Barrow, AK
 Location: tbd (GPS coordinates)
- 11:30-11:45 am: Depart en route Meeting with NSB Mayor Charlotte Brower and NSB officials
 NSB mini-bus transportation
- 11:45am: Arrive location TBD
- 11:45-1:00 pm: Meeting with NSB Mayor Charlotte Brower and NSB officials**
 Note: Lunch meeting
- 1:00pm: Depart en route USCG facility - NSB mini-bus transportation
- 1:15-2:30 pm: USCG Briefing/facility tour**
- 2:30-2:45 pm: Depart and transport to Alaska Eskimo Whaling Commission (AEWC)
 Offices
- 2:45-3:45 pm: Alaska Eskimo Whaling Commission (AEWC) Meeting**
- 3:34 – tbd: Depart en route BSEE briefing - NSB mini-bus transportation

Tbd pm:	BSEE briefing Location: tbd Participants: Director Watson BSEE Regional Director Mark Fesmire Christy Bohl, Oil Spill Containment Staff person
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Tbd pm: Depart en route to Charter plane - NSB mini-bus transportation

Tbd pm: Wheels-up Barrow en route Nuiqsut, AK
Manifest: KLS
 Sgt [REDACTED]
 BSEE Director Watson
 Acting BLM Director Pool
 Kim Elton
 Kate Kelly
 Tami Heilemann

Tbd pm: Wheels down
 POC: BLM State Director, Bud Cribley

6:30-7:30 **Nuiqsut Community potluck (re: NPRA)**
 POC: BLM State Director, Bud Cribley

7:45pm **Arrive RON – The Kuupik Hotel in Nuiqsut, AK**
POC: BLM State Director, Bud Cribley

Note: BSEE Director Watson will depart Nuiqsut and meet you in Anchorage.
Director Watson will not join you during Sunday events.

SUNDAY, AUGUST 12, 2012

8:45am Depart RON en route to charter plane

8:55am Arrive charter location & board

9:00am Wheels-up Nuiqsut en route Inigok (airstrip) research camp for NPRA –
30 minute flight

Manifest: KLS
 Sgt (b) (6), (b) (7)(F)
 Acting BLM Director Pool
 Kim Elton
 Kate Kelly
 Tami Heilemann
 BLM State Director, Bud Cribley – aerial guide

9:30am Wheels down Inigok

9:45am Inigok Briefings & Legacy Well inspections (one hour)

10:45am Board helicopter en route subsistence camp

Manifest for helicopter:
o KLS
o Sgt (b) (6), (b) (7)(F)
o Acting Director Mike Pool
o Kim Elton
o BLM State Director, Bud Cribley – aerial guide

Note: Kate Kelly and Tami Heilemann will wait for your return to Inigok

11:15am Meeting with Former Borough Mayor Edward Itta, (2 hours) re: subsistence camp,
Location: West side of Teshekpuk Lake
Note: Lunch will be provided

1:15pm Wheels up en route Arctic Coast

1:35pm Wheels down

- 1:45pm Arctic Coast outdoor briefing (one hour)**
Location: North of Teshekpuk Lake (looking at coastal erosion-Legacy Well);
- 2:45pm Helicopter Wheels up en route Teshekpuk Lake shore line
- 3:04pm Wheels down
- 3:15pm Teshekpuk Lake shore line outdoor briefing (30 minutes)**
Note: FWS/BLM Briefing re: Caribou & Waterfowl – (in flight briefing) re: goose molting areas and Caribou around Teshekpuk Lake
- 3:45pm Helicopter Wheels up en route Inigok
- 4:05pm Wheels down
- 4:15pm Charter Wheels up Inigok en route Anchorage (2.5 Hours)**
Manifest: KLS
Sgt (b) (6) (b) (7)(C)
Acting BLM Director Pool
Kim Elton
Kate Kelly
Tami Heilemann
BLM State Director, Bud Cribley – aerial guide
- 6:45pm Wheels down Anchorage
- 7:00pm Depart airport en route to RON
- 7:15pm Arrive RON

Location:	Location: Anchorage Marriott Downtown 820 West 7th Avenue, Anchorage, Alaska 99501 (907) 279-8000
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MONDAY, AUGUST 13, 2012

- 10:00am Press Conference – National Petroleum Reserve-Alaska
 - Location: TBD
 - Speakers:
 - KLS, BLM: Mike Pool

- Lunch with Senators – TBD
 - Note: Senator Begich is not available
- Editorial Board Meeting with Anchorage Daily News – TBD
- Meeting with the Governor - TBD

3:00pm: Wheels-Up Anchorage International Airport en route Chicago, IL

Flight: Alaska Airlines 118
Flight Time: 3 hours; 20 minutes
KLS Seat: 29D (aisle)
Ride-Along: Sgt. [REDACTED]

Seattle
contract fare

7:20pm: Wheels-Down Seattle, Washington

7:30pm: Depart airport en route RON

8:00pm: Arrive RON
Location: Embassy Suites Seattle Tacoma
15920 West Valley Highway
Seattle, Washington 98188
(425) 227-8844

TUESDAY, AUGUST 14, 2012

10:00am: Conference Call with David Hayes; Re: AK wind energy
Call in number: TBD (to be provided by David Hayes/Lizzie Marsters)

10:30am: Depart RON; en route Seattle International Airport
Car: KLS, Sgt. [REDACTED]

11:40am: Wheels-Up Seattle, Washington en route Chicago, IL

Flight: American Airlines 1152
Flight Time: 4 hours; 0 minutes
KLS Seat: 19C (Aisle)
Ride-Along: Sgt. [REDACTED]

contract fare

5:40pm: Wheels-Down Chicago, IL
Location: Chicago O'Hare International airport
10000 Bessie Coleman Drive, Chicago IL 60666

(773) 686-2200

6:00pm: Depart airport en route RON
Location: Hotel Millennium
163 E WALTON PLACE
CHICAGO, IL 60611
(312) 751-8100

6:30pm: Arrive RON

CHARTER

\$3,755

**OFFICE OF THE SOLICITOR
CORRESPONDENCE BACKGROUND FORM**

Date: September 12, 2012

Nature and Significance of Document: Request for approval of charter aircraft service for official travel on **September 15, 2012**, of Secretary Salazar and two DOI SES officials (Alan Gilbert, Senior Advisor to the Secretary; John Wessels, BLM Intermountain Regional Director), and four non-SES DOI officials (Kate Kelly, Deputy Director, Office of Communications; Jonathan Adler, Director of Trips (b) (5), (b) (7)(C) Security Staff; Tami Heilemann, Photographer) from Denver, CO to Grand Junction, CO and back. The purpose of this travel is a site visit at the Colorado National Monument, a meeting with the Pro-Cycle Group, and an America's Great Outdoors Stakeholder Townhall Meeting.

Background: Advance approval/disapproval by the Solicitor or Deputy Solicitor is required by 41 C.F.R. Parts 301-10 and 301-70, and OMB Circular A-126 for travel on other-than-commercial airlines by officials at SES level and above and for all non-federal individuals who are traveling either for official DOI business or on a "space available" basis. The standards for approving official travel vary according to the category of travel: to meet mission requirements; "required use" travel (extraordinary security, communications, or scheduling needs); or other travel for the conduct of DOI business.

The trip documented on the attached form is ordinary ("other") official travel because it involves transportation that is neither to meet mission requirements nor "required use" travel. As such, the use of DOI or charter aircraft may be authorized only when: 1) no commercial service is reasonably available to meet the scheduling or operational needs of the trip; or 2) the actual cost of charter aircraft is not more than commercial service. Reasonable availability is defined as "able to meet your departure and/or arrival requirements within a 24-hour period, unless you demonstrate that extraordinary circumstances require a shorter period." 41 C.F.R. § 301-10.261(a)(1).

As the attached OAS-110 indicates, commercial aircraft service, not including the cost of total duty hours away, is \$8,635.20. DOI aircraft service, not including the cost of total duty hours away, is \$9,070. Charter aircraft service, not including the cost of total duty hours away, is \$3,755. Because use of charter aircraft service is the most cost effective means of meeting the operational and scheduling needs of this trip, this travel may be approved.

Your approval of this travel is requested. The applicable criteria are met for approval of this travel. **PLEASE INDICATE YOUR APPROVAL ON THE ATTACHED OAS-110 FORM.**

Contact and telephone number:
Jennifer Heindl 202-208-7094

Surname

Due Date: ASAP

Tim Murphy

Tim Murphy 9/14/12

TRAVEL COST ANALYSIS

Justification for use of a Government aircraft for travel:

A. BASIC DATA:

Dates and time of required time(s) at Temporary Duty Station(s) (TDS):

Location	Grand Junction, CO	Date	09/15/2012	Hours required to be on site	1100	to	1430
Location		Date		Hours required to be on site		to	
Location		Date		Hours required to be on site		to	

Manifest (only persons required to be at TDS):

<u>Name</u>	<u>Hourly Salary</u>
See attached list	\$539.26
TOTAL Hours Cost of All Required Travelers	\$ 539.26

Annual Salary ÷ 2087 hours x 1.20 = Hourly Salary Rate

NOTE: 1.20 covers average Fringe Benefits, Retirement, Health & Life Insurance, Medicare, other Fringes. The 1.20 does not include COLA; for Alaska-based employees, add the applicable additional %.

(Continue on attached sheet if needed)

B. COST COMPARISON:

1. <u>Commercial Airline Costs to meet the required TDS locations and times.</u> Individual ticket cost x number of required travelers.	\$	8,635.20
• Cost of total duty hours away from office or regular duty station to meet the commercial airline schedule.		
• Cost of required per diem and ground transportation.		
TOTAL Cost by commercial transportation	\$1233.60 RT per person for commercial airline	\$ 8,635.20
2. <u>Leased, Contract, or Rental Aircraft.</u>		
1. Flight hours x flight hour costs	\$	3,360.00
2. Cost of total duty hours away from office or regular duty station		0.00
3. Cost of required per diem and ground transportation		0.00
4. Any additional aircraft or crew costs not included in above hourly rate, i.e., standby charges, tiedown fees, overnight parking, extra crew, etc.		395.00
TOTAL Cost by Lease, Contract, or Rental aircraft.	\$	3,755.00
3. <u>DOI-Operated Aircraft</u> – identify specific aircraft: <u>N618</u>		
• Flight hours required x variable flight hour cost.	\$	8,820.00
• Cost of total duty hours away from office or regular duty station.		
• Cost of required per diem and ground transportation.		
• Any additional costs to be incurred that are not included in the above flight hour rate. Variable cost of crew, as defined on page 1 of OMB Circular A-126, Attachment B, if not included in the flight hour rate. (Do not include pilot costs here if the pilot is one of the Government officials required to meet or perform duties at the TDY location.)		0.00
• Fuel costs, if not included in above flight hour rate. Any additional aircraft costs not in the above flight hour rate, i.e., tiedown fees, overnight parking, et.		250.00
TOTAL COST by DOI Fleet aircraft.	\$	9,070.00

C. MOST COST EFFECTIVE METHOD:

Commercial 91BTC Pilot/Crew TBD
 Lease, Contract or Rental - N# _____ Pilot/Crew _____
Purpose _____
 DOI Fleet N# _____ Pilot/Crew _____
SEE REMARKS BELOW.
Purpose _____

REMARKS: (Must be completed if other than most-cost-effective method is chosen.)

Request approval for one PAS member Secretary Ken Salazar, one FS member Albert Gilbert, one SES member John Wessels, and four GS personnel Kate Kelly, Jonathan Alder, Tami Heilmann, and (b) (6), (b) (7)(C) to fly on-board DOI Charter Aircraft on September 15, 2012. Secretary Salazar and his team will first do a site visit of the Colorado National Monument. He will then meet with Pro Cycle Group to discuss the monument. The Secretary will then hold an AGO Stakeholders Townhall Meeting. He will conclude his visit to Grand Junction with a meeting with representatives of the Grand Junction Daily Sentinel. Aircraft will pick up the team in Denver, CO and travel to Grand Junction, CO where Secretary Salazar will be attending a conference. Aircraft will then transport the team back to Denver, CO where they will be catching commercial airlines to their respective destinations.

The most-cost-effective method is chosen, therefore no additional justification needed.

D. GENERAL APPROVAL REQUIREMENTS FOR TRAVEL ON GOVERNMENT AIRCRAFT:

Print name of designated approving official _____ Signature _____ Date _____

E. SPECIAL APPROVAL REQUIREMENTS FOR REQUIRED USE TRAVEL: (See paragraph 11.b. page 6 of OMB Circular A-126)

Print name of designated approving official _____ Signature _____ Date _____

F. SPECIAL APPROVAL REQUIREMENTS FOR USE OF GOVERNMENT AIRCRAFT FOR TRAVEL BY THE FOLLOWING CATEGORIES OF PEOPLE:
(See paragraph 11.c. page 7 of OMB Circular A-126 and paragraph a., page 3-1 of OMB Bulletin No. 93-11)

- 1) Senior Executive Branch Officials
- 2) Senior Federal Officials
- 3) Members of Families of Senior Executive Branch and Senior Federal Officials
- 4) Non-Federal travelers

EDWARD T. KEASLE _____ Signature _____ Date 09.13.12

PASSENGER MANIFEST & WEIGHTS

Ken Salazar	Secretary of Interior	PAS	\$ 114.82	(b) (6)
Alan Gilbert	Senior Advisor to the Secretary	ES	\$ 95.05	(b) (6)
John Wessels	Intermountain Region Director	SES-1	\$ 86.03	(b) (6)
Katherine (Kate) Kelly	DOI Deputy Office of Communications	GS-14	\$ 68.55	(b) (6)
Jonathan Adler	Director of Trips	GS-14	\$ 68.55	(b) (6)
(b) (6), (b) (7)(C)	Security Staff	GS-13	\$ 57.23	(b) (6)
Tami Heilemann	Photographer	GS-11	\$ 49.03	(b) (6)
			<u>\$ 539.26</u>	

Logged in user: SHARIL MOULTRIE Traveler: SHARIL MOULTRIE Authorization: SMMANTEONC071912_A01 - TA Number: 0SOQXS Screen ID: 1070.3 [Return to Home Page](#) [Logout](#)

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Choose Flights

Departing Flights on 09/15/12 from DEN to GJT

Return Flights on 09/15/12 from GJT to DEN

\$616.80 – GSA City Pair				\$616.80 – GSA City Pair			
Fare Rules - Show Details				Fare Rules - Show Details			
 United Airlines 6518	Depart	Arrive	Flight Length: 0h 54min	 United Airlines 6207	Depart	Arrive	Flight Length: 0h 58min
	DEN 0802 Sat 15-Sep-12	GJT 0856 Sat 15-Sep-12			GJT 1512 Sat 15-Sep-12	DEN 1610 Sat 15-Sep-12	

If travel agent assistance is required, select "Request Assistance in Booking Flight". NOTE: Additional travel agent handling fees may apply.

[Request Assistance in Booking Flight](#)

[Return To Available Flights](#)

DOI AIR

\$8,178

**OFFICE OF THE SOLICITOR
CORRESPONDENCE BACKGROUND FORM**

Date: September 26, 2012

Nature and Significance of Document: Request for approval of DOI aircraft service for official travel on **September 27-28, 2012**, of Secretary Salazar, two DOI SES officials (Alan Gilbert, Senior Advisor to the Secretary; Ben Tuggle, Regional Director, FWS), and four non-SES DOI employees (Jonathan Adler, Director of Trips; Kate Kelly, DOI Deputy Director, Office of Communications; Sgt. (b) (6) (b) (7)(C) Security; Tami Heilman, Photographer) from Albuquerque, NM to Las Vegas, NM to Window Rock, AZ, to Las Vegas, NV. The purpose of this travel includes an announcement and signing ceremony at Mora National Wildlife Refuge and a meeting with government officials of the Navajo Nation.

Sept 27
and 28
flight
over night
to
meet
w/ BPI
to take
\$728

Background: Advance approval/disapproval by the Solicitor or Deputy Solicitor is required by 41 C.F.R. Parts 301-10 and 301-70, and OMB Circular A-126 for travel on other-than-commercial airlines by officials at SES level and above and for all non-federal individuals who are traveling either for official DOI business or on a "space available" basis. The standards for approving official travel vary according to the category of travel: to meet mission requirements; "required use" travel (extraordinary security, communications, or scheduling needs); or other travel for the conduct of DOI business.

The trip documented on the attached form is ordinary ("other") official travel because it involves transportation that is neither to meet mission requirements nor "required use" travel. As such, the use of DOI or charter aircraft may be authorized only when: 1) no commercial service is reasonably available to meet the scheduling or operational needs of the trip; or 2) the actual cost of charter aircraft is not more than commercial service. Reasonable availability is defined as "able to meet your departure and/or arrival requirements within a 24-hour period, unless you demonstrate that extraordinary circumstances require a shorter period." 41 C.F.R. § 301-10.261(a)(1).


As the attached OAS-110 indicates, commercial and charter aircraft service are not available for this travel. DOI aircraft service, not including the cost of total duty hours away, is \$7,450. Because use of DOI aircraft service is the only means of meeting the operational and scheduling needs of this trip, this travel may be approved.

Your approval of this travel is requested. The applicable criteria are met for approval of this travel. **PLEASE INDICATE YOUR APPROVAL ON THE ATTACHED OAS-110 FORM.**

Contact and telephone number:
Jennifer Heindl 202-208-7094

Due Date: ASAP

Surname


Tim Murphy

TRAVEL COST ANALYSIS

Justification for use of a Government aircraft for travel:

A. BASIC DATA:

Dates and time of required time(s) at Temporary Duty Station(s) (TDS):

Location	Rio Mora NWR - NM	Date	9/27/2012	Hours required to be on site	1300	to	1630
Location	Window Rock, AZ	Date	9/28/2012	Hours required to be on site	0800	to	1200
Location		Date		Hours required to be on site		to	

Manifest (only persons required to be at TDS):

<u>Name</u>	<u>Hourly Salary</u>
See attached list	\$539.26
TOTAL Hours Cost of All Required Travelers	\$ 539.26

Annual Salary ÷ 2087 hours x 1.20 = Hourly Salary Rate

NOTE: 1.20 covers average Fringe Benefits, Retirement, Health & Life Insurance, Medicare, other Fringes. The 1.20 does not include COLA; for Alaska-based employees, add the applicable additional %.

(Continue on attached sheet if needed)

B. COST COMPARISON:

1. <u>Commercial Airline Costs to meet the required TDS locations and times. Individual ticket cost x number of required travelers</u>	\$	0.00
• Cost of total duty hours away from office or regular duty station to meet the commercial airline schedule.		0.00
• Cost of required per diem and ground transportation.		0.00
TOTAL Cost by commercial transportation	\$	0.00 <i>N/A</i>
2. <u>Leased, Contract, or Rental Aircraft.</u>		
1. Flight hours x flight hour costs	\$	0.00
2. Cost of total duty hours away from office or regular duty station		0.00
3. Cost of required per diem and ground transportation		0.00
4. Any additional aircraft or crew costs not included in above hourly rate, i.e., standby charges, tiedown fees, overnight parking, extra crew, etc.		0.00
TOTAL Cost by Lease, Contract, or Rental aircraft.	\$	0.00 <i>N/A</i>
3. <u>DOI-Operated Aircraft</u> - identify specific aircraft: <u>N618</u>		
• Flight hours required x variable flight hour cost.	\$	5,700.00
• Cost of total duty hours away from office or regular duty station.		0.00
• Cost of required per diem and ground transportation.		0.00
• Any additional costs to be incurred that are not included in the above flight hour rate. Variable cost of crew, as defined on page 1 of OMB Circular A-126, Attachment B, if not included in the flight hour rate. (Do not include pilot costs here if the pilot is one of the Government officials required to meet or perform duties at the TDY location.)		1,750.00
• Fuel costs, if not included in above flight hour rate. Any additional aircraft costs not in the above flight hour rate, i.e., tiedown fees, overnight parking, et.		
TOTAL COST by DOI Fleet aircraft.	\$	7,450.00

+728

\$ 2,178

C. MOST COST EFFECTIVE METHOD:

Commercial
 Lease, Contract or Rental - N# _____ Pilot/Crew _____

Purpose _____

DOI Fleet _____ N# 618 _____ Pilot/Crew Geoffery Shanen (PIC) and Glenn Cullingford (SIC) _____

SEE REMARKS BELOW.

Purpose _____

REMARKS: (Must be completed if other than most-cost-effective method is chosen.)

Request approval for one PAS member Secretary Ken Salazar, one ES member Albert Gilbert, one SES member Ben Tuggle and four GS personnel Kate Kelly, Jonathan Alder, Tami Heilmann, and (b) (6) (b) (7) (C) to fly on-board DOI Fleet Aircraft on September 27-28, 2012. Secretary Salazar and his team will be picked up and flown to Las Vegas, NV where they will do a site visit at the Rio Mora NWR and attend signing ceremony. Team will then fly to Window Rock, AZ to room overnight (RON) in order to attend meeting on Friday morning with the Navajo National. The aircraft will then transport Secretary Salazar and his team to Las Vegas, NV in order to meet scheduled commercial airline flights.

There are no commercial airline routes between Albuquerque, NM and Las Vegas, NM and between Window Rock, AZ and Las Vegas, NV. Therefore no costs were considered in this analysis.

There were no DOI Charter aircraft available within 625 miles, therefore was not considered in this cost analysis.

Most-cost-effective method chosen, therefore no further justification needed.

D. GENERAL APPROVAL REQUIREMENTS FOR TRAVEL ON GOVERNMENT AIRCRAFT:

Print name of designated approving official

Signature

Date

E. SPECIAL APPROVAL REQUIREMENTS FOR REQUIRED USE TRAVEL: (See paragraph 11.b. page 6 of OMB Circular A-126)

Print name of designated approving official

Signature

Date

F. SPECIAL APPROVAL REQUIREMENTS FOR USE OF GOVERNMENT AIRCRAFT FOR TRAVEL BY THE FOLLOWING CATEGORIES OF PEOPLE:
(See paragraph 11.c. page 7 of OMB Circular A-126 and paragraph a., page 3-1 of OMB Bulletin No. 93-11)

- 1) Senior Executive Branch Officials
- 2) Senior Federal Officials
- 3) Members of Families of Senior Executive Branch and Senior Federal Officials
- 4) Non-Federal travelers

EDWARD T. KEAGUE
Print name of designated approving official

Signature

09.26.12
Date

PASSENGER MANIFEST

NAME	TITLE	GRADE	HRLY
Secretary Salazar	Secretary	PAS	\$ 114.82
Alan Gilbert	Senior Advisor to the Secretary	ES	\$ 95.05
Ben Tuggle	FWS, Regional Director	SES	\$ 86.03
Jonathan Adler	Director of Trips	GS-14	\$ 68.55
Kate Kelly	DOI Deputy Office of Communicaito	GS-14	\$ 68.55
SGT [REDACTED]	Security	GS-13	\$ 57.23
Tami Heilman	Photograhper	GS-11	\$ 49.03
			<hr/>
			\$ 539.26

Heindl, Jennifer

From: Keable, Edward T
Sent: Thursday, September 27, 2012 12:37 PM
To: Heindl, Jennifer
Subject: Re: revised OAS-110 for Sec travel.

Jennifer,

That's fine. Print this email and insert it in the file to reflect my concurrence. Thanks.

Ed

From: Heindl, Jennifer
Sent: Thursday, September 27, 2012 12:26 PM
To: Keable, Edward T
Subject: revised OAS-110 for Sec travel.

Hi Ed,

A change has been made to the itinerary of the Sec.'s Sept 27-28 travel. The Secretary will now be overnighing in Flagstaff, AZ in order to meet with Hopi tribal officials.

This change of itinerary will cost an additional \$728, but does not affect the cost comparison, since DOI aircraft was the only available option for this travel .

Since we already have your signature and this change does not have a material effect on the determination, I have simply amended the OAS-110 for the file. If you would prefer me to do a revised OAS-110 for you to sign, please let me know.

Thanks,

Jennifer A. Heindl
Attorney Advisor
Office of the Solicitor
Division of General Law
Branch of General Legal Services
Voice: 202-208-7094
Fax: 202-219-1790

DOI AIR

\$14,205

**OFFICE OF THE SOLICITOR
CORRESPONDENCE BACKGROUND FORM**

Date: November 15, 2012

Nature and Significance of Document: Request for approval of DOI aircraft service for official travel on **November 19, 2012**, of Secretary Salazar, one DOI SES official (Michael Connor, Commissioner BOR) and five non-SES DOI officials (Robert Snow, Assoc. Solicitor, DLW; Jonathan Adler, Director of Trips; Blake Androff, DOI Deputy Communications Director; Sgt. (b) (6), (b) (7)(C) Security; Tami Heilman, Photographer) from Page, AZ to San Diego, CA. The purpose of this travel is a visit to Glen Canyon Dam in Page, AZ, and the U.S.-Mexico signing ceremony for Minute 319 as part of the 1944 Treaty with Mexico in San Diego, CA.

Background: Advance approval/disapproval by the Solicitor or Deputy Solicitor is required by 41 C.F.R. Parts 301-10 and 301-70, and OMB Circular A-126 for travel on other-than-commercial airlines by officials at SES level and above and for all non-federal individuals who are traveling either for official DOI business or on a "space available" basis. The standards for approving official travel vary according to the category of travel: to meet mission requirements; "required use" travel (extraordinary security, communications, or scheduling needs); or other travel for the conduct of DOI business.

The trip documented on the attached form is ordinary ("other") official travel because it involves transportation that is neither to meet mission requirements nor "required use" travel. As such, the use of DOI or charter aircraft may be authorized only when: 1) no commercial service is reasonably available to meet the scheduling or operational needs of the trip; or 2) the actual cost of charter aircraft is not more than commercial service. Reasonable availability is defined as "able to meet your departure and/or arrival requirements within a 24-hour period, unless you demonstrate that extraordinary circumstances require a shorter period." 41 C.F.R. § 301-10.261(a)(1).

As the attached OAS-110 describes, ^{Charter service is not reasonably available} commercial and charter aircraft service are not available to meet the scheduling needs of this trip. DOI aircraft service, including the cost of total duty hours away, is \$14,205. Because use of DOI aircraft service is the only means of meeting the operational and scheduling needs of this trip, this travel may be approved.

Your approval of this travel is requested. The applicable criteria are met for approval of this travel. **PLEASE INDICATE YOUR APPROVAL ON THE ATTACHED OAS-110 FORM.**

Contact and telephone number:
Jennifer Heindl 202-208-7094

Surname

Due Date: ASAP

Tim Murphy

TRAVEL COST ANALYSIS

Justification for use of a Government aircraft for travel:

A. BASIC DATA:

Dates and time of required time(s) at Temporary Duty Station(s) (TDS):

Location	Page, AZ	Date	11/19/2012	Hours required to be on site	_____	to	_____
Location	San Diego, CA	Date	11/20/2012	Hours required to be on site	_____	to	_____
Location	_____	Date	_____	Hours required to be on site	_____	to	_____

Manifest (only persons required to be at TDS):

<u>Name</u>	<u>Hourly Salary</u>
SEE ATTACHED LISTING	\$524.86
TOTAL Hours Cost of All Required Travelers	\$ 524.86

Annual Salary ÷ 2087 hours x 1.20 = Hourly Salary Rate

NOTE: 1.20 covers average Fringe Benefits, Retirement, Health & Life Insurance, Medicare, other Fringes. The 1.20 does not include COLA; for Alaska-based employees, add the applicable additional %.

(Continue on attached sheet if needed)

B. COST COMPARISON:

1. <u>Commercial Airline Costs to meet the required TDS locations and times.</u> Individual ticket cost x number of required travelers.	\$	4,923.10
• Cost of total duty hours away from office or regular duty station to meet the commercial airline schedule.		7,348.08
• Cost of required per diem and ground transportation.		1,428.00
TOTAL Cost by commercial transportation	\$	13,699.18 N/A
2. <u>Leased, Contract, or Rental Aircraft.</u>		
1. Flight hours x flight hour costs	\$	0.00
2. Cost of total duty hours away from office or regular duty station		0.00
3. Cost of required per diem and ground transportation		0.00
4. Any additional aircraft or crew costs not included in above hourly rate, i.e., standby charges, tiedown fees, overnight parking, extra crew, etc.		0.00
TOTAL Cost by Lease, Contract, or Rental aircraft.	\$	0.00
3. <u>DOI -Operated Aircraft</u> – identify specific aircraft: <u>N618 - King Air 200</u>		
• Flight hours required x variable flight hour cost.	\$	4,050.00
• Cost of total duty hours away from office or regular duty station.		5,248.60
• Cost of required per diem and ground transportation.		1,428.00
• Any additional costs to be incurred that are not included in the above flight hour rate. Variable cost of crew, as defined on page 1 of OMB Circular A-126, Attachment B, if not included in the flight hour rate. (Do not include pilot costs here if the pilot is one of the Government officials required to meet or perform duties at the TDY location.)		3,478.00
• Fuel costs, if not included in above flight hour rate. Any additional aircraft costs not in the above flight hour rate, i.e., tiedown fees, overnight parking, et.		0.00
TOTAL COST by DOI Fleet aircraft.	\$	14,204.60

but no commercial flights available to meet schedule

C. MOST COST EFFECTIVE METHOD:

Commercial
 Lease, Contract or Rental - N# _____ Pilot/Crew _____
Purpose _____

DOI Fleet - N# N618 Pilot/Crew PIC - Geoffery Shanen PIC / SIC - Robert Curt
Purpose _____

REMARKS: (Must be completed if other than most-cost-effective method is chosen.)

Request approval for one PAS personnel, Secretary of Interior Ken Salazar; one SES personnel, Michael Connor, Commissioner of BOR, and five GS employees, Robert Snow, Solicitor BOR, Blake Androff, DOI Deputy Communications Director, Jonathan Adler, DOI Director of Trips, Security, and Tami Heilemann, Photographer to fly onboard DOI Fleet airplane November 19, 2012. Team will be picked up in Page, AZ and depart for San Diego, CA at approximately 1700hrs. Team will RON in San Diego in order to attend meeting the next morning. Team will depart SAN via commercial airlines.

Purpose of Trip: While in Page, AZ, Secretary Salazar will be visiting Glen Canyon Dam to give remarks concerning the High Flow Release occurring November 19th, 2012. After his remarks, the Secretary will be releasing the water from the dam. He will be holding a media availability, and take a boat tour of Lake Powell immediately following with National Park Service staff. In San Diego, the Secretary will be participating in a signing ceremony (open press) with Commissioner Connor and Mexican Delegates—including Ambassador Sarukhan—to sign Minute 319 agreement.

No DOI Charter aircraft available within reasonable distance, therefore not included in this analysis.

Commercial airlines is most cost effective, however there were no flights that could accommodate the team's schedule. Last flight out of Page, AZ to San Diego, CA was 1607 hrs. Team would not be available to fly sooner than 1700 hrs. therefore, request approval based on schedule restraints.

D. GENERAL APPROVAL REQUIREMENTS FOR TRAVEL ON GOVERNMENT AIRCRAFT:

Print name of designated approving official _____ Signature _____ Date _____

E. SPECIAL APPROVAL REQUIREMENTS FOR REQUIRED USE TRAVEL (See paragraph 11.b, page 6 of OMB Circular A-126)

Print name of designated approving official _____ Signature _____ Date _____

F. SPECIAL APPROVAL REQUIREMENTS FOR USE OF GOVERNMENT AIRCRAFT FOR TRAVEL BY THE FOLLOWING CATEGORIES OF PEOPLE:
(See paragraph 11.c, page 7 of OMB Circular A-126 and paragraph a., page 3-1 of OMB Bulletin No. 93-11)

- 1) Senior Executive Branch Officials
- 2) Senior Federal Officials
- 3) Members of Families of Senior Executive Branch and Senior Federal Officials
- 4) Non-Federal travelers

EDWARD T. KEABLE _____ [Signature] _____ 11.16.12
Print name of designated approving official Signature Date

PASSENGER MANIFEST

NAME	TITLE	GRADE	HRLY RATE	WEIGHT
Secretary Salazar	Secretary	PAS	\$ 114.82	(b) (6)
Michael Connor	Commissioner, Bureau of Reclamation	SES	\$ 86.03	(b) (6)
Robert Snow	Solicitor BOR	GS-15	\$ 80.65	(b) (6)
Jonathan Adler	Director of Trips	GS-14	\$ 68.55	(b) (6)
Blake Androff	DOI Deputy Communicaitons Director	GS-14	\$ 68.55	(b) (6)
SGT (b) (6), (b) (7)(C)	Security	GS-13	\$ 57.23	(b) (6)
Tami Heilman	Photograhper	GS-11	\$ 49.03	(b) (6)
			\$ 524.86	

OTHER FACTORS USED IN ANALYSIS

COMMERCIAL AIRLINE TICKETS

FLIGHT	PER PERSON TICKET PRICE	TOTAL FOR 7 PAX
Page, AZ to San Diego, CA*	\$703.30	\$4,923.10

*NO GSA contract carrier price. Last flight out is 1607hrs. Need to leave no earlier than 1700hrs.

TIME AWAY FROM OFFICE

Commercial Airlines - with airline flight schedules, trip would require an 4 hrs to meet airline schedule.

\$7348.04 was derived from a 14 hr day multiplied by total hourly salary rate of \$524.86

DOI Fleet Aircraft - could meet the schedule within established 4 day trip.

\$5248.60 was derived from a 10 hr day multiplied by total hourly salary rate of \$524.86

COST OF REQUIRED PER DIEM

Commercial Airlines Per Diem costs of \$1428 was factored by 1 day per diem rate of \$204 (San Diego) multiplied by 7 people.

DOI Fleet Aircraft Per Diem costs of \$1428 was factored by 1 day per diem rate of \$204 (San Diego) multiplied by 7 people. No changes between commercial vs. fleet.

AIR CHARTER QUOTE

Quote Number: FY1300005

11/16/2012



Quote for:

Secretary Salazar
c/o Francis Iacobucci

Aircraft: King Air 200 Medium Turboprop N618 Max. 8 Passengers

Departure Date: Monday, November 19, 2012

Return Date: Tuesday, November 20, 2012

	Date	ID	Airport Name	NM	SM	ETD	Time	ETA
1	11/19/2012	PGA	PAGE MUNI	378	435	17:00	01:36	17:36
2	11/20/2012	SAN	SAN DIEGO INTL	225	259	07:00	01:06	08:06
		BVU	BOULDER CITY MUNI					
Totals =				603	694		02:42	

* All departure and arrival times are in local time.

Flight Charges = \$ 4,050.00 (02:42 * \$1,500.00)

Additional Charges:

	Charge	Amount	Count	Total
1	Landing Fees	\$ 70.00	2	\$ 140.00
2	Overnight Fee San Diego	\$ 204.00	2	\$ 408.00
3	Second in Command Pilot	\$ 750.00	4	\$ 3,000.00
Total Additional Charges =				\$ 3,548.00

Final Quote = \$ 7,598.00

Remarks:

Taxes are not included in this Quote.

Flight times are estimates and depend on winds aloft, air traffic control, and weather delays.

This price includes all flight related charges and are estimates only.

If you have any questions, please call me at 931-451-7712 at any time

***** Thank you for your inquiry *****

DOI AIR

\$14,958

**OFFICE OF THE SOLICITOR
CORRESPONDENCE BACKGROUND FORM**

Date: December 13, 2012, 201

Nature and Significance of Document: Request for approval of DOI aircraft service for official travel on **December 14, 2012**, of Secretary Salazar, four DOI SES officials (Mike Conner, Commissioner, BOR; Anne Castle, Ass't Secretary-Water and Science; Terence Fulp, Regional Director, BOR; Neil Kornze, Acting Deputy Director, BLM) and three non-SES DOI officials (Kate Kelly, Deputy, Office of Communications; Jonathan Adler, Director of Trips; Lt. (b) (5), (b) (7)(C) Security) from Las Vegas, NV, to Brawley, CA, to Taos, NM, to Denver, CO. (See attached for details of manifest.) This travel will include an aerial tour of the Colorado River at the Yuma/Mexicali border, and at its confluence with the Pacific in Mexico. The purpose of this trip includes a stakeholders' meeting regarding lower Colorado River issues in Brawley, CA, and a stakeholders' meeting in Taos, NM, regarding BLM management of public lands in the area.

Background: Advance approval/disapproval by the Solicitor or Deputy Solicitor is required by 41 C.F.R. Parts 301-10 and 301-70, and OMB Circular A-125 for travel on other-than-commercial airlines by officials at SES level and above and for all non-federal individuals who are traveling either for official DOI business or on a "space available" basis. The standards for approving official travel vary according to the category of travel: to meet mission requirements; "required use" travel (extraordinary security, communications, or scheduling needs); or other travel for the conduct of DOI business.

The trip documented on the attached form is ordinary ("other") official travel because it involves transportation that is neither to meet mission requirements nor "required use" travel. As such, the use of DOI or charter aircraft may be authorized only when: 1) no commercial service is reasonably available to meet the scheduling or operational needs of the trip; or 2) the actual cost of charter aircraft is not more than commercial service. Reasonable availability is defined as "able to meet your departure and/or arrival requirements within a 24-hour period, unless you demonstrate that extraordinary circumstances require a shorter period." 41 C.F.R. § 301-10.261(a)(1).

As the attached OAS-110 indicates, commercial and charter aircraft service are not available for this travel, which includes an aerial tour. DOI aircraft service, not including the cost of total duty hours away, is \$14,958. Because use of DOI aircraft service is the only means of meeting the operational and scheduling needs of this trip, this travel may be approved.

Your approval of this travel is requested. The applicable criteria are met for approval of this travel. **PLEASE INDICATE YOUR APPROVAL ON THE ATTACHED OAS-110 FORM.**

Contact and telephone number:

Jennifer Heindl 202-208-7094

Surname

Due Date: ASAP

Tim Murphy *Murphy* 12/14/12

TRAVEL COST ANALYSIS

Justification for use of a Government aircraft for travel:

A. BASIC DATA:

Dates and time of required time(s) at Temporary Duty Station(s) (TDS):

Location	Brawley, CA	Date	12/14/2012	Hours required to be on site	_____	to	_____
Location	Taos, NM	Date	12/15/2012	Hours required to be on site	_____	to	_____
Location	_____	Date	_____	Hours required to be on site	_____	to	_____

Manifest (only persons required to be at TDS):

Name	Hourly Salary
SEE ATTACHED LISTING	\$653.27
TOTAL Hours Cost of All Required Travelers	\$ 653.27

Annual Salary ÷ 2087 hours x 1.20 = Hourly Salary Rate

NOTE: 1.20 covers average Fringe Benefits, Retirement, Health & Life Insurance, Medicare, other Fringes. The 1.20 does not include COLA; for Alaska-based employees, add the applicable additional %.

(Continue on attached sheet if needed)

B. COST COMPARISON:

1. <u>Commercial Airline Costs</u> to meet the required TDS locations and times. Individual ticket cost x number of required travelers.	\$	0.00
• Cost of total duty hours away from office or regular duty station to meet the commercial airline schedule.		0.00
• Cost of required per diem and ground transportation.		0.00
TOTAL Cost by commercial transportation	\$	0.00 <i>N/A</i>
2. <u>Leased, Contract, or Rental Aircraft.</u>		
1. Flight hours x flight hour costs	\$	0.00
2. Cost of total duty hours away from office or regular duty station		0.00
3. Cost of required per diem and ground transportation		0.00
4. Any additional aircraft or crew costs not included in above hourly rate, i.e., standby charges, tiedown fees, overnight parking, extra crew, etc.		0.00
TOTAL Cost by Lease, Contract, or Rental aircraft.	\$	0.00 <i>N/A</i>
3. <u>DOI-Operated Aircraft</u> – identify specific aircraft: <u>N618 - King Air 200</u>		
• Flight hours required x variable flight hour cost.	\$	12,950.00
• Cost of total duty hours away from office or regular duty station.		0.00
• Cost of required per diem and ground transportation.		0.00
• Any additional costs to be incurred that are not included in the above flight hour rate. Variable cost of crew, as defined on page 1 of OMB Circular A-126, Attachment B, if not included in the flight hour rate. (Do not include pilot costs here if the pilot is one of the Government officials required to meet or perform duties at the TDY location.)		2,008.00
• Fuel costs, if not included in above flight hour rate. Any additional aircraft costs not in the above flight hour rate, i.e., tiedown fees, overnight parking, et.		0.00
TOTAL COST by DOI Fleet aircraft.	\$	14,958.00

C. MOST COST EFFECTIVE METHOD:

Commercial
 Lease, Contract or Rental - N# _____, Pilot/Crew: _____

Purpose _____

DOI Fleet _____ N# N618, Pilot/Crew PIC - Geoffery Shanen PIC / SIC - Greg House

Purpose _____

REMARKS: (Must be completed if other than most-cost-effective method is chosen.)

Request approval for one PAS personnel, Secretary of Interior Ken Salazar; four SES personnel, Neil Kornze, Acting Deputy Director, BLM, Michael Connor, Commissioner of BOR, Ass't Secretary Anne Castle, and Terrance Fulp, BOR Regional Director, LC Region; and three GS employees, Jonathan Alder, Trip Director, Kate Kelly, Communications Director, Lt. (b) (6), (b) (7)(C) Security to fly onboard DOI Fleet airplane December 14-15, 2012. Team will be picked up in Las Vegas, NV December 14th and depart for Brawley, CA at approximately 1130hrs. While en route the airplane will do an aerial flight the Colorado River at the Yuma/Mexicali US Border, then to the Confluence of the Pacific Ocean. Team will land in Brawley, CA to hold a stakeholder meeting. At 1630hrs the team will then depart Brawley, CA for Taos, NM. Team will RON in Taos to attend stakeholder meeting Saturday morning. Team will then depart Taos at 1400 hrs December 15th for Denver, CO where they will catch commercial airlines.

No DOI Charter aircraft available within reasonable distance, therefore not included in this analysis.

Commercial airlines cannot conduct aerial ^{tour} flights and therefore not considered.

D. GENERAL APPROVAL REQUIREMENTS FOR TRAVEL ON GOVERNMENT AIRCRAFT:

Print name of designated approving official Signature Date

E. SPECIAL APPROVAL REQUIREMENTS FOR REQUIRED USE TRAVEL: (See paragraph 11.b. page 6 of OMB Circular A-126)

Print name of designated approving official Signature Date

F. SPECIAL APPROVAL REQUIREMENTS FOR USE OF GOVERNMENT AIRCRAFT FOR TRAVEL BY THE FOLLOWING CATEGORIES OF PEOPLE:
(See paragraph 11.c. page 7 of OMB Circular A-126 and paragraph a., page 3-1 of OMB Bulletin No. 93-11)

- 1) Senior Executive Branch Officials
- 2) Senior Federal Officials
- 3) Members of Families of Senior Executive Branch and Senior Federal Officials
- 4) Non-Federal travelers

EDWARD T. KEMBLE  12.14.12
Print name of designated approving official Signature Date

AIR CHARTER QUOTE

12/14/2012

Office of Aviation Services

3190 NE Expressway
Suite 250
Atlanta, GA 30341

Quote Number: FY1300006

Quote for:

Francis Iacobucci

Washington, DC
Email: francis_iacobucci@doj.gov

Aircraft: King Air 200 Medium Turboprop N618 Max. 8 Passengers

Departure Date: Friday, December 14, 2012

Return Date: Saturday, December 15, 2012

	Date	ID	Airport Name	NM	SM	ETD	Time	ETA
1	12/14/2012	BVU	BOULDER CITY MUNI	16	19	10:00	00:18	10:18
2	12/14/2012	LAS	MC CARRAN INTL	186	214	11:30	01:06	12:36
3	12/14/2012	BWC	BRAWLEY MUNI	528	607	16:30	02:05	19:35
4	12/14/2012	SKX	TAOS RGNL	210	241	22:35	01:02	23:37
5	12/15/2012	DEN	DENVER INTL	536	617	00:37	02:07	01:44
		BVU	BOULDER CITY MUNI					

Totals = 1,476 1,698 06:38

* All departure and arrival times are in local time.

Flight Charges = \$ 9,950.00 (06:38 * \$1,500.00)

Additional Charges:

	Charge	Amount	Count	Total
1	Landing Fees	\$ 50.00	5	\$ 250.00
2	Overnight Fee	\$ 204.00	2	\$ 408.00
3	Second Pilot	\$ 750.00	1	\$ 750.00
4	Standby Fees	\$ 150.00	4	\$ 600.00
5	Aerial Tour-Flight Hrs	\$ 1,500.00	2	\$ 3,000.00

Total Additional Charges = \$ 5,008.00

Final Quote = \$ 14,958.00

Remarks:

Taxes are not included in this Quote.

Flight times are estimates and depend on winds aloft, air traffic control, and weather delays.

This price includes all flight related charges and are estimates only.

If you have any questions, please call me at 931-451-7712 at any time

***** Thank you for your inquiry *****

PASSENGER MANIFEST

NAME	TITLE	GRADE	PAY RATE	LEGS
Secretary Ken Salazar	Secretary of Interior	PAS	\$ 114.82	1, 2, 3
Mike Connor	Commissioner	SES	\$ 86.03	1
Anne Castle	Ass't Secretary	SES	\$ 86.03	1
Terrance Fulp	BOR Regional Director	SES	\$ 86.03	1
Neil Kornze	Acting Deputy Director, BLM	SES	\$ 86.03	3
Katherine (Kate) Kelly	DOI Deputy Office of Communicaitons	GS-14	\$ 68.55	1, 2, 3
Jonathan Adler	Director of Trips	GS-14	\$ 68.55	1, 2, 3
L (b) (6), (b) (7)(C)	Security	GS-13	\$ 57.23	1, 2, 3
			<u>\$ 653.27</u>	

LEGS:

- 1) Las Vegas to Brawley
- 2) Brawley to Taos
- 3) Taos to Denver



Heindl, Jennifer <jennifer.heindl@sol.doi.gov>

Re: Taos, New Mexico

Francis Iacobucci <francis_iacobucci@ios.doi.gov>

13 dicembre 2012 18:46

A: edward.keable@sol.doi.gov

Cc: melinda.loftin@sol.doi.gov, timothy.murphy@sol.doi.gov, margaret.bradley@sol.doi.gov, jennifer.heindl@sol.doi.gov, jason_fink@ios.doi.gov, timothy_nigborowicz@ios.doi.gov, nana_efua_embil@ios.doi.gov

Ed et al-

The use of the chartered aircraft from Brawley, CA to Taos, NM can be justified for the following reasons:

- 1) No contract or non-contract flights between El Centro, CA (nearest commercial airport to Brawley) and Santa Fe, NM (nearest commercial airport to Taos) exist.
- 2) Flights from El Centro, CA (nearest commercial airport to Brawley) to Albuquerque, NM (3 hour drive to Taos) exist, however, they require either a multi hour layover (10 hours) or 3+ additional stops that only arrive next day. This obviously is not compatible with the Secretary's mission.
- 3) The contract flight from ABQ to Denver, CO on Saturday, 15 Dec does not allow the Secretary to complete his mission in Taos in the time frame necessary. The 4pm flight from Denver to DC is the last available flight to DC this day at any reasonable airport near Taos.

Please let me know if there are questions or concerns.

Booch

From: Keable, Edward [mailto:edward.keable@sol.doi.gov]

Sent: Thursday, December 13, 2012 03:04 PM

To: Iacobucci, Francis <francis_iacobucci@ios.doi.gov>

Cc: Melinda Loftin <melinda.loftin@sol.doi.gov>; Timothy Murphy <timothy.murphy@sol.doi.gov>; Margaret Bradley <margaret.bradley@sol.doi.gov>; Jennifer Heindl <jennifer.heindl@sol.doi.gov>; Jason Fink <jason_fink@ios.doi.gov>; Tim <timothy_nigborowicz@ios.doi.gov>; Nana Efua Embil <Nana_Efua_Embil@ios.doi.gov>

Subject: Re: Taos, New Mexico

Booch,

We will need to see the justification for using the King Air for some of the legs of this trip as identified on the itinerary. I approved the use of the King Air for a different leg of this trip earlier today but these legs will also require a justification.

The previous leg for which I approved the use of the King Air included an overflight, for example, and neither charter nor commercial flights were available. There is nothing in this itinerary that reflects a similar justification.

Aside from that issue, I have no objection to this trip.

Ed

On Thu, Dec 13, 2012 at 5:22 PM, Iacobucci, Francis <francis_iacobucci@ios.doi.gov> wrote:

Good evening all -

The Secretary will be traveling to Taos, NM this Saturday as an additional stop on his current trip.

I've attached the most recent schedule for your review. The Secretary will be traveling to Taos to host a public meeting to receive input on the management of BLM lands in northern NM in the Rio Grande Gorge.

Please let me know if there are questions and concerns.

Thanks,
Booch

2011

\$247,712 TOTAL

DOI AIR

\$8,291

**OFFICE OF THE SOLICITOR
CORRESPONDENCE BACKGROUND FORM**

Date: January 5, 2010

Nature and Significance of Document: Request for approval of DOI aircraft service for official travel on **January 8, 2010** of Secretary Salazar, one SES DOI employee (Will Shafroth, Dep. Asst. Secretary for Fish, Wildlife, and Parks), and three non-SES DOI employees (Sgt. (b) (6), (b) (7)(C) Tami Heilmann, and Annie Morkel) from Westin, FL to Big Pine Key, FL, to Key West FL to Miami, FL. The purpose of this travel is to meet with FWS personnel regarding refuges, and to conduct aerial tours of National Key Deer NWR, Great White Heron NWR, and Key West NWR.

Background: Advance approval/disapproval by the Solicitor or Deputy Solicitor is required by 41 C.F.R. Parts 301-10 and 301-70, and OMB Circular A-126 for travel on other-than-commercial airlines by officials at SES level and above and for all non-federal individuals who are traveling either for official DOI business or on a "space available" basis. The standards for approving official travel vary according to the category of travel: to meet mission requirements; "required use" travel (extraordinary security, communications, or scheduling needs); or other travel for the conduct of DOI business.

The trip documented on the attached form is ordinary ("other") official travel because it involves transportation that is neither to meet mission requirements nor "required use" travel. As such, the use of DOI or charter aircraft may be authorized only when: 1) no commercial service is reasonably available to meet the scheduling or operational needs of the trip; or 2) the actual cost of charter aircraft is not more than commercial service. Reasonable availability is defined as "able to meet your departure and/or arrival requirements within a 24-hour period, unless you demonstrate that extraordinary circumstances require a shorter period." 41 C.F.R. § 301-10.261(a)(1). Because this travel includes aerial tours, commercial service is not available.

As the attached OAS-110 indicates, the total cost of service on DOI aircraft, including the cost of total duty hours away, is \$8,291. Charter aircraft service, including cost of total duty hours away, is \$9,596. Commercial service is not available. Because use of DOI aircraft is the most cost effective means of meeting the operational and scheduling needs of this trip, this travel may be approved.

Your approval of this travel is requested. The applicable criteria are met for approval of this travel. **PLEASE INDICATE YOUR APPROVAL ON THE ATTACHED OAS-110 FORM.**

Contact and telephone number:
Jennifer Heindl 202-208-7094

Surname

Due Date: ASAP

Tim Murphy *Murphy* 1/5/10

TRAVEL COST ANALYSIS

Justification for use of a Government aircraft for travel:

A. BASIC DATA:

Dates and time of required time(s) at Temporary Duty Station(s) (TDS):

Location	Big Pine Key, FL	Date	1/8/2011	Hours required to be on site	0900	to	1200
Location	Key West, FL	Date	1/8/2011	Hours required to be on site	1300	to	1600
Location		Date		Hours required to be on site		to	

Manifest (only persons required to be at TDS)

Name	Hourly Salary
Secretary Salazar, PAS	\$103.67
William Shafoth, SES	\$95.04
Annie Morkel, GS-14, FWS	\$68.55
(b) (5), (b) (7)(C) GS-11/Tami Heilmann, GS-13	\$99.92
TOTAL Hours Cost of All Required Travelers	\$367.18

Annual Salary = 2087 hours x 1.20 = Hourly Salary Rate

NOTE: 1.20 covers average Fringe Benefits, Retirement, Health & Life Insurance, Medicare, other Fringes. The 1.20 does not include COLA. For Alaska-based employees, add the applicable additional %.

(Continue on attached sheet if needed)

B. COST COMPARISON:

1. <u>Commercial Airline Costs to meet the required TDS locations and times. Individual ticket cost x number of required travelers.</u>		\$ 0.00
▪ Cost of total duty hours away from office or regular duty station to meet the commercial airline schedule.		0.00
▪ Cost of required per diem and ground transportation.		0.00
TOTAL Cost by commercial transportation		\$ 0.00
2. <u>Leased, Contract, or Rental Aircraft</u>		
1. Flight hours x flight hour costs		\$ 4,880.00
2. Cost of total duty hours away from office or regular duty station		3,671.00
3. Cost of required per diem and ground transportation		870.00
4. Any additional aircraft or crew costs not included in above hourly rate, i.e., standby charges, tiedown fees, overnight parking, extra crew, etc.		175.00
TOTAL Cost by Lease, Contract, or Rental aircraft		\$ 9,596.00
3. <u>DOI-Operated Aircraft</u> - identify specific aircraft: <u>N351FW - AS350</u>		
▪ Flight hours required x variable flight hour cost.		\$ 3,750.00
▪ Cost of total duty hours away from office or regular duty station		3,671.00
▪ Cost of required per diem and ground transportation.		870.00
▪ Any additional costs to be incurred that are not included in the above flight hour rate. Variable cost of crew, as defined on page 1 of OMB Circular A-126, Attachment B, if not included in the flight hour rate. (Do not include pilot costs here if the pilot is one of the Government officials required to meet or perform duties at the TDY location.)		0.00
▪ Fuel costs, if not included in above flight hour rate. Any additional aircraft costs not in the above flight hour rate, i.e., tiedown fees, overnight parking, etc.		0.00
TOTAL COST by DOI Fleet aircraft,		\$ 8,291.00

C. MOST COST EFFECTIVE METHOD:

Commercial
 Lease, Contract or Rental - N# _____ Pilot/Crew _____
Purpose _____

DOI Fleet _____ N# 351FW Pilot/Crew Glenn Cullingford
Purpose _____
SEE REMARKS BELOW.

REMARKS: (Must be completed if other than most-cost-effective method is chosen.)

Request for approval of DOI Fleet aircraft to transport two (2) ~~PAS/SES~~ Ken Salazar, DOI and William Shafrath, DOI; and three (3) GS personnel, Annie Morkel, FWS; Tami Heilmann, DOI and SG ~~(b) (5) (7)(C)~~ DOI on January 8, 2010. Team will depart Weston, FL to Big Pine Key. En route, the helicopter will be conducting an aerial tour of the National Key Deer NWR and Great White Heron NWR. The team will attend a meeting in Big Pine Key to get a briefing of the refuges. Team will then head to Key West, FL. En route, the helicopter will be conducting an aerial tour of the Key West NWR. The team will attend a meeting in Key West to get a briefing of the refuges. After the final meeting in Key West, FL, the helicopter will fly the team to Miami, FL to catch commercial flights back to home of record.

Since no commercial flights can not conduct an aerial view of the FWS Refuges along the Florida Keys as well as no reasonable scheduled commercial flights available between sites, request approval for DOI Fleet aircraft. Total costs for DOI Fleet is \$9052 and DOI Charter aircraft is \$9795. Since DOI Fleet aircraft is most cost effective method chosen, no further justification is needed.

D. GENERAL APPROVAL REQUIREMENTS FOR TRAVEL ON GOVERNMENT AIRCRAFT

Print name of designated approving official _____ Signature _____ Date _____

E. SPECIAL APPROVAL REQUIREMENTS FOR REQUIRED USE TRAVEL. (See paragraph 11.b page 6 of OMB Circular A-126)

Print name of designated approving official _____ Signature _____ Date _____

F. SPECIAL APPROVAL REQUIREMENTS FOR USE OF GOVERNMENT AIRCRAFT FOR TRAVEL BY THE FOLLOWING CATEGORIES OF PEOPLE:
(See paragraph 11.c. page 7 of OMB Circular A-126 and paragraph a., page 3-1 of OMB Bulletin No. 93-11)

- ~~1) Senior Executive Branch Officials~~
- 2) Senior Federal Officials
 - 3) Members of Families of Senior Executive Branch and Senior Federal Officials
 - 4) Non-Federal travelers

ARTHUR E. GARY _____ Arthur E. Gary _____ 1/6/11 _____
Print name of designated approving official Signature Date

DO FLEET HELICOPTER - N351FW AS-350

BEGINNING POINT	ENDING POINT	NAUTICAL MILES	
TITUSVILLE, FL	WESTON, FL	178	HELICOPTER BASE OF OPERATIONS
WESTON, FL	BIG PINE KEY, FL	130	
BIG PINE KEY, FL	KEY WEST, FL	26	
KEY WEST, FL	MIAMI, FL	139	
MIAMI, FL	TITUSVILLE, FL	215	HELICOPTER BASE OF OPERATIONS
TOTAL NMs		<u>688</u>	
TOTAL FLIGHT TIME		6.25	HRS.

At \$600 an hour - \$3750

DOI CHARTER HELICOPTER - N163RL BELL 407

BEGINNING POINT	ENDING POINT	NAUTICAL MILES	
TITUSVILLE, FL	WESTON, FL	31	HELICOPTER BASE OF OPERATIONS
WESTON, FL	BIG PINE KEY, FL	130	
BIG PINE KEY, FL	KEY WEST, FL	26	
KEY WEST, FL	MIAMI, FL	139	
MIAMI, FL	MIAMI, FL	10	HELICOPTER BASE OF OPERATIONS
TOTAL NMs		<u>336</u>	
TOTAL FLIGHT TIME		3.05	HRS.

At \$1600 an hour - \$4880

FAA

\$2,599

**OFFICE OF THE SOLICITOR
CORRESPONDENCE BACKGROUND FORM**

Date: February 4, 2011

Nature and Significance of Document: Request for approval of FAA aircraft service for official travel on **February 7, 2011** of the Secretary, one other SES official (David Hayes, Deputy Secretary), and two other DOI employees (Kendra Barkoff, Staffer; Sgt. [REDACTED] Security) from Washington, D.C., to Norfolk, VA and back. The purpose of this travel is to attend a press conference and to speak at two colleges. The Secretary of the Interior will be travelling with Secretary of Energy Chu, and Interior and Energy will be splitting the cost of the flight.

Background: Advance approval/disapproval by the Solicitor or Deputy Solicitor is required by 41 C.F.R. Parts 301-10 and 301-70, and OMB Circular A-126 for travel on other-than-commercial airlines by officials at SES level and above and for all non-federal individuals who are traveling either for official DOI business or on a "space available" basis. The standards for approving official travel vary according to the category of travel: to meet mission requirements; "required use" travel (extraordinary security, communications, or scheduling needs); or other travel for the conduct of DOI business.

The trip documented on the attached form is ordinary ("other") official travel because it involves transportation that is neither to meet mission requirements nor "required use" travel. As such, the use of DOI or charter aircraft may be authorized only when: 1) no commercial service is reasonably available to meet the scheduling or operational needs of the trip; or 2) the actual cost of charter aircraft is not more than commercial service. Reasonable availability is defined as "able to meet your departure and/or arrival requirements within a 24-hour period, unless you demonstrate that extraordinary circumstances require a shorter period." 41 C.F.R. § 301-10.261(a)(1).

As the attached OAS-110 indicates, the total cost of service on FAA aircraft, not including per diem and ground transport, is \$2,599. We will be splitting the cost of the flight with DOE. Commercial aircraft service, not including per diem and ground transport, is \$4,040. DOI aircraft service is not available. Because use of FAA aircraft is the most cost effective means of meeting the operational and scheduling needs of this trip, this travel may be approved.

Your approval of this travel is requested. The applicable criteria are met for approval of this travel. **PLEASE INDICATE YOUR APPROVAL ON THE ATTACHED OAS-110 FORM.**

Contact and telephone number:

Jennifer Heindl 202-208-7094

Surname

Due Date: ASAP

Tim Murphy

TRAVEL COST ANALYSIS

Justification for use of a Government aircraft for travel:

A. BASIC DATA:

Dates and time of required time(s) at Temporary Duty Station(s) (TDS):

Location	Norfolk, VA	Date	2/7/2011	Hours required to be on site	1100	to	1230
Location	Listing of All Locations	Date		Hours required to be on site		to	
Location		Date		Hours required to be on site		to	

Manifest (only persons required to be at TDS):

<u>Name</u>	<u>Hourly Salary</u>
Secretary Ken Salazar, PAS	\$103.67
David Hayes, Deputy Secretary, PAS	\$103.67
Kendra Barkoff, Staffer, GS-13	\$57.23
SGT (b) (5), (b) (7)(C) Security, GS-12	\$48.12
TOTAL Hours Cost of All Required Travelers	\$ 312.69

Annual Salary ÷ 2087 hours x 1.20 =
Hourly Salary Rate

NOTE: 1.20 covers average Fringe Benefits, Retirement, Health & Life Insurance, Medicare, other Fringes. The 1.20 does not include COLA; for Alaska-based employees, add the applicable additional %.

(Continue on attached sheet if needed)

B. COST COMPARISON:

1. <u>Commercial Airline Costs to meet the required TDS locations and times. Individual ticket cost x number of required travelers</u>	\$	4,040.00
• Cost of total duty hours away from office or regular duty station to meet the commercial airline schedule.		
• Cost of required per diem and ground transportation.		
TOTAL Cost by commercial transportation	\$	4,040.00
2. <u>Leased, Contract, or Rental Aircraft</u> FAP aircraft ^{aircraft} , split costs w/ DOE.		
1. Flight hours x flight hour costs	\$	2,599.12
2. Cost of total duty hours away from office or regular duty station		0.00
3. Cost of required per diem and ground transportation		0.00
4. Any additional aircraft or crew costs not included in above hourly rate, i.e., standby charges, tiedown fees, overnight parking, extra crew, etc.		
TOTAL Cost by Lease, Contract, or Rental aircraft.	\$	2,599.12
3. <u>DOI-Operated Aircraft</u> - identify specific aircraft: <u>NONE AVAILABLE</u>		
• Flight hours required x variable flight hour cost.	\$	0.00
• Cost of total duty hours away from office or regular duty station		0.00
• Cost of required per diem and ground transportation.		0.00
• Any additional costs to be incurred that are not included in the above flight hour rate. Variable cost of crew, as defined on page 1 of OMB Circular A-126, Attachment B, if not included in the flight hour rate. (Do not include pilot costs here if the pilot is one of the Government officials required to meet or perform duties at the TDY location.)		0.00
• Fuel costs, if not included in above flight hour rate. Any additional aircraft costs not in the above flight hour rate, i.e., tiedown fees, overnight parking, et.		0.00
TOTAL COST by DOI Fleet aircraft.	\$	0.00

C. MOST COST EFFECTIVE METHOD:

Commercial _____ 2 _____ TBD
 Lease, Contract or Rental - N# _____ Pilot/Crew _____
 SEE REMARKS
 Purpose _____
 DOI Fleet -----N# _____ Pilot/Crew _____
 Purpose _____

REMARKS: (Must be completed if other than most-cost-effective method is chosen.)

Request approval of a FAA Chartered aircraft to transport two PAS members, Secretary Ken Salazar and Deputy Sec. David Hayes; and two GS employees, Kendra Barkoff, Staffer and [redacted] Security; on February 7, 2011. Team will travel to Norfolk, VA to attend a press conference as well as speak at two local colleges.

No further justification needed because most cost effective method was chosen. DOI Fleet Aircraft was not considered in this analysis because there were no resources available.

Commercial costs roundtrip from Dulles Intl to Norfolk, VA \$1010 through GovTrip (Used these costs because it was the cheaper fare)
 Commercial costs roundtrip from Reagan Intl to Norfolk, VA \$1212 through GovTrip

D. GENERAL APPROVAL REQUIREMENTS FOR TRAVEL ON GOVERNMENT AIRCRAFT:


 Print name of designated approving official Signature Date

E. SPECIAL APPROVAL REQUIREMENTS FOR REQUIRED USE TRAVEL: (See paragraph 11.b, page 6 of OMB Circular A-126)

 Print name of designated approving official Signature Date

F. SPECIAL APPROVAL REQUIREMENTS FOR USE OF GOVERNMENT AIRCRAFT FOR TRAVEL BY THE FOLLOWING CATEGORIES OF PEOPLE:
 (See paragraph 11.c, page 7 of OMB Circular A-126 and paragraph a., page 3-1 of OMB Bulletin No. 93-11)

- 1) Senior Executive Branch Officials
- 2) Senior Federal Officials
- 3) Members of Families of Senior Executive Branch and Senior Federal Officials
- 4) Non-Federal travelers

Sumner T. Klenkus  02.04.11
 Print name of designated approving official Signature Date

RESERVATION FAA HANGAR 6

RES. NUMBER 6467

PRINTED Feb-01-11
TIME 8:55

Contact: LOPEZ, DAVID

DOE

202 586-6177

RESERVATION ITINERARY

Leg #	Aircraft	From ICAO	Dept Date Local	ETD Local	Dept Time Zone	ETD Zulu	To ICAO	Arvl Date Local	ETA Local	Arv Time Zone	ETA Zulu	ETE	Dist (NM)
1	N2	KDCA	Feb-07-11	09:00	+ 5	14:00	KORF	Feb-07-11	09:43	+ 5	14:43	00+43	124
2	N2	KORF	Feb-07-11	12:45	+ 5	17:45	KDCA	Feb-07-11	13:29	+ 5	18:29	00+44	124

AIRPORT INFO

ICAO : KDCA	Airport Name: RONALD REAGAN NATIONAL	Longest Runway: 6869
City Name: WASHINGTON	State/Prov : DC	Ctry : USA
ICAO : KORF	Airport Name: NORFOLK INTL	Longest Runway: 9001
City Name: NORFOLK	State/Prov : VA	Ctry : USA

CREW

Position	Crew Name
CAPTAIN	GRADY, MICHAEL
F / O	LUDOLPH, KARL

RESERVATION REMARKS

Trip Remarks:
5 pax - *****PART 135*****

DEPARTURE FBO

ARRIVAL FBO

KDCA FAA, Hangar 6
Ph: 703-603-7010/7011 UNI : 123.400 ARI :
Remarks :

KORF LANDMARK AVIATION
Ph: 757-857-3463 UNI : ARI : 130.570
Remarks :
NO CONTRACT FUEL

KORF LANDMARK AVIATION
Ph: 757-857-3463 UNI : ARI : 130.570
Remarks :
NO CONTRACT FUEL

KDCA FAA, Hangar 6
Ph: 703-603-7010/7011 UNI : 123.400 ARI :
Remarks :

Pax Hotel

KORF NORFOLK
KDCA WASHINGTON

Crew Hotel

KORF NORFOLK
KDCA WASHINGTON

Transportation

KORF NORFOLK
KDCA WASHINGTON

Catering

CONTACTS REMARKS

KDCA - KORF

KORF - KDCA



U.S. Department of Transportation
Federal Aviation Administration

Washington Flight Program Phone 703 603 7010

Hangar 6
 Reagan National Airport
 Washington, D.C. 20001 Fax 703 603 7066

February 4, 2011

David N. Lopez
 DOE

Subject: Cost estimate - trip #6467

This is a cost estimate for the use of the Federal Aviation Administrations Citation 560XL, N2 on January 29, 2011. Use: Transportation from Washington D.C to Norfolk, VA and return to Washington D.C.

A/C cost per hour	560XL	\$1,226.00	Aircraft hourly rate as of	2/1/2011
Block Hours x A/C cost	Hours = 2	\$2,452.00	GIV	\$2,845.00
Estimated per diem [crew]	\$150 x 2	\$300.00	560XL	\$1,226.00
Number of days [Overnight]	0	\$0.00		
Universal Flight Planning Fees	Estimated	\$0.00		
Rental car		\$0.00		
Estimated Overtime [Hrs]	0 x 2	\$0.00		
Administrative fee	6%	\$147.12	Overtime rate	\$76

This is just an estimate. Crew overtime is estimated based on schedule provided. Actual overtime will be charged based on schedule flown.

Thank you,

//signed//
 Janis G. Smyly
 Hangar 6 Scheduler

Logged in user: SHARIL MOULTRE - Traveler: SHARIL MOULTRE

Authorization: SMFRESNOCA102210_A01 - TA Number: 0834A

Screen ID: 1070.3

Return



Search Criteria

PRINT THIS SCREEN

Search & Select Flights

Show Search Options

Cancel Current Search

Show T

Select Flights to be Saved

Choose Flights

Departing Flights on 02/07/11 from IAD to ORF

Return Flights on 02/07/11 from ORF to IAD

\$508.70 - GSA City Pair

\$508.70 - GSA City Pair

Rate Rules - Show Details

Rate Rules - Show Details

United Airlines
7274
Depart IAD 0845
Mon 07-Feb-11

Arrive ORF 0943
Mon 07-Feb-11

Flight Length: 0h 58min

United Airlines
7232
Depart ORF 1506
Mon 07-Feb-11

Arrive IAD 1611
Mon 07-Feb-11

Flight Length: 1h 05m

If travel agent assistance is required, select "Request Assistance in Booking Flight". NOTE: Additional travel agent handling fees may apply.

Request Assistance in Booking Flight

Return To Available Flights

Logged in user: SHARIL MOULTRIE - Traveler: SHARIL MOULTRIE

Authorization: SMFRESHOCA102210_A01 - TA Number: DR34LA

Screen ID: 1070.3

Return

Search Criteria

PRINT THIS SCREEN

Search & Select Flights

Show Search Options Cancel Current Search

Show T

Select Flights to be Saved

Choose Flights

Departing Flights on 02/07/11 from DCA to ORF

Return Flights on 02/07/11 from ORF to DCA

\$616.70 - GSA City Pair

Fare Rules - Show Details

US Airways 3603
Depart DCA 0803
Mon 07 Feb 11

Arrive ORF 0900
Mon 07 Feb 11

Flight Length: 0h 57min

\$616.70 - GSA City Pair

Fare Rules - Show Details

US Airways 3961
Depart ORF 1905
Mon 07 Feb 11

Arrive DCA 2004
Mon 07 Feb 11

Flight Length: 0h 59m

If travel agent assistance is required, select "Request Assistance in Booking Flight". NOTE: Additional travel agent handling fees may apply.

Request Assistance in Booking Flight

Return To Available Flights

DOI AIR

\$2,600

**OFFICE OF THE SOLICITOR
CORRESPONDENCE BACKGROUND FORM**

Date: February 16, 2011

Nature and Significance of Document: Request for approval of DOI aircraft service for official travel on **February 18, 2011** of the Secretary, one NPS SES official (Dan Kimball, Superintendent, Big Cypress National Preserve) and two non-SES DOI employees (Kendra Barkoff, Staffer; (b) (5), (b) (7)(C) Security) from Panther Wildlife Refuge near Naples, FL to Miami, FL. The purpose of this travel is a tour of the refuges, including an aerial tour of Big Cypress, a briefing regarding issues affecting the refuges, and a meeting with reporters from the Miami Herald.

Background: Advance approval/disapproval by the Solicitor or Deputy Solicitor is required by 41 C.F.R. Parts 301-10 and 301-70, and OMB Circular A-126 for travel on other-than-commercial airlines by officials at SES level and above and for all non-federal individuals who are traveling either for official DOI business or on a "space available" basis. The standards for approving official travel vary according to the category of travel: to meet mission requirements; "required use" travel (extraordinary security, communications, or scheduling needs); or other travel for the conduct of DOI business.

The trip documented on the attached form is ordinary ("other") official travel because it involves transportation that is neither to meet mission requirements nor "required use" travel. As such, the use of DOI or charter aircraft may be authorized only when: 1) no commercial service is reasonably available to meet the scheduling or operational needs of the trip; or 2) the actual cost of charter aircraft is not more than commercial service. Reasonable availability is defined as "able to meet your departure and/or arrival requirements within a 24-hour period, unless you demonstrate that extraordinary circumstances require a shorter period." 41 C.F.R. § 301-10.261(a)(1). Commercial service is not available because the travel includes an aerial tour.

As the attached OAS-110 indicates, the total cost of DOI aircraft service, not including cost of total duty hours away, is \$2,600. Neither charter nor commercial service is available for this flight, which includes an aerial tour. Because use of DOI aircraft is the only means of meeting the operational and scheduling needs of this trip, this travel may be approved.

Your approval of this travel is requested. The applicable criteria are met for approval of this travel. **PLEASE INDICATE YOUR APPROVAL ON THE ATTACHED OAS-110 FORM.**

Contact and telephone number:

Jennifer Heindl 202-208-7094

Surname

Due Date: ASAP

Tim Murphy *Murphy* 2/16/11

TRAVEL COST ANALYSIS

Justification for use of a Government aircraft for travel:

A. BASIC DATA:

Dates and time of required time(s) at Temporary Duty Station(s) (TDS):

Location	Miami Herald <u>Miami - Rptl</u>	Date	<u>2/18/2011</u>	Hours required to be on site	<u>1430</u>	to	<u>1630</u>
Location	<u>Big Cypress Natl</u>	Date	_____	Hours required to be on site	_____	to	_____
Location	<u>Proserpine</u>	Date	_____	Hours required to be on site	_____	to	_____

Manifest (only persons required to be at TDS):

Name	Hourly Salary
Secretary Ken Salazar, PAS	\$103.67
Dan Kimball, SES	\$89.96
Kendra Barkoff, Staffer, GS-13	\$57.23
LT. (b) (6), (b) (7)(C) Security, GS-13	\$57.23
TOTAL Hours Cost of All Required Travelers	\$ <u>308.09</u>

Annual Salary ÷ 2087 hours x 1.20 = Hourly Salary Rate

NOTE: 1.20 covers average Fringe Benefits, Retirement, Health & Life Insurance, Medicare, other Fringes. The 1.20 does not include COLA; for Alaska-based employees, add the applicable additional %.

(Continue on attached sheet if needed)

B. COST COMPARISON:

1. <u>Commercial Airline Costs to meet the required TDS locations and times. Individual ticket cost x number of required travelers.</u>	\$ <u>0.00</u>
• Cost of total duty hours away from office or regular duty station to meet the commercial airline schedule.	_____
• Cost of required per diem and ground transportation.	_____
TOTAL Cost by commercial transportation	\$ <u>0.00</u>
2. <u>Leased, Contract, or Rental Aircraft.</u>	
1. Flight hours x flight hour costs	\$ <u>0.00</u>
2. Cost of total duty hours away from office or regular duty station	_____
3. Cost of required per diem and ground transportation	_____
4. Any additional aircraft or crew costs not included in above hourly rate, i.e., standby charges, tiedown fees, overnight parking, extra crew, etc.	_____
TOTAL Cost by Lease, Contract, or Rental aircraft.	\$ <u>0.00</u>
3. <u>DOI-Operated Aircraft - identify specific aircraft:</u> <u>N351FW - AS350</u>	
• Flight hours required x variable flight hour cost.	\$ <u>2,600.00</u>
• Cost of total duty hours away from office or regular duty station.	_____
• Cost of required per diem and ground transportation.	_____
• Any additional costs to be incurred that are not included in the above flight hour rate. Variable cost of crew, as defined on page 1 of OMB Circular A-126, Attachment B, if not included in the flight hour rate. (Do not include pilot costs here if the pilot is one of the Government officials required to meet or perform duties at the TDY location.)	_____
• Fuel costs, if not included in above flight hour rate. Any additional aircraft costs not in the above flight hour rate, i.e., tiedown fees, overnight parking, et.	_____
TOTAL COST by DOI Fleet aircraft.	\$ <u>2,600.00</u>

C. MOST COST EFFECTIVE METHOD:

Commercial
 Lease, Contract or Rental - N# _____ Pilot/Crew _____

Purpose _____

DOI Fleet _____ N# 351FW _____ Pilot/Crew Glenn Cullingford _____

See remarks below

Purpose _____

REMARKS: (Must be completed if other than most-cost-effective method is chosen.)

Request for approval of DOI Helicopter to transport Secretary of Interior Ken Salazar, PAS; Dan Kimball, NPS Superintendent, SES; and two GS Staff members Kendra Barkhoff, Staffer, GS-13 and LT [REDACTED] Security, GS-13 between Naples, FL and Miami, FL. The helicopter will pick up the team at the Panther Wildlife Refuge and head to Miami FL for a meeting at the Miami Herald. While en route an aerial tour will be given of the Big Cypress National Preserve while a briefing is provided by Mr. Dan Kimball.

Since commercial flights are capable of conducting aerial flights it was not considered in this cost analysis. Additionally, no DOI Chartered aircraft were available, therefore was not considered in this cost analysis.

D. GENERAL APPROVAL REQUIREMENTS FOR TRAVEL ON GOVERNMENT AIRCRAFT:

Print name of designated approving official Signature Date

E. SPECIAL APPROVAL REQUIREMENTS FOR REQUIRED USE TRAVEL: (See paragraph 11.b. page 6 of OMB Circular A-126)

Print name of designated approving official Signature Date

F. SPECIAL APPROVAL REQUIREMENTS FOR USE OF GOVERNMENT AIRCRAFT FOR TRAVEL BY THE FOLLOWING CATEGORIES OF PEOPLE:
(See paragraph 11.c. page 7 of OMB Circular A-126 and paragraph a., page 3-1 of OMB Bulletin No. 93-11)

~~1) Senior Executive Branch Officials~~

- 2) Senior Federal Officials
- 3) Members of Families of Senior Executive Branch and Senior Federal Officials
- 4) Non-Federal travelers

ARTHUR E. GARY Arthur E. Gary 2/17/11
Print name of designated approving official Signature Date

DOI AIR

\$18,419

OFFICE OF THE SOLICITOR
CORRESPONDENCE BACKGROUND FORM

Date: February 16, 2011

Nature and Significance of Document: Request for approval of DOI aircraft service for official travel on **February 19-21, 2011** of the Secretary, and three non-SES DOI employees (Matt Lee-Ashley, Staffer; Kendra Barkoff, Staffer (b) (6), (b) (7)(C) Security) from Long Beach, CA, to Imperial, CA, to Bakersfield CA, returning to Long Beach by way of Delano, CA. The purpose of this travel is attendance at events in Bakersfield, CA, Imperial Sand Dunes, and the 40 Acres Nat'l Historic Monument in Delano, CA.

4/18
add'l
leg to Fresno
of
over flight
of San Joaquin
River
restoration

Background: Advance approval/disapproval by the Solicitor or Deputy Solicitor is required by 41 C.F.R. Parts 301-10 and 301-70, and OMB Circular A-126 for travel on other-than-commercial airlines by officials at SES level and above and for all non-federal individuals who are traveling either for official DOI business or on a "space available" basis. The standards for approving official travel vary according to the category of travel: to meet mission requirements; "required use" travel (extraordinary security, communications, or scheduling needs); or other travel for the conduct of DOI business.

The trip documented on the attached form is ordinary ("other") official travel because it involves transportation that is neither to meet mission requirements nor "required use" travel. As such, the use of DOI or charter aircraft may be authorized only when: 1) no commercial service is reasonably available to meet the scheduling or operational needs of the trip; or 2) the actual cost of charter aircraft is not more than commercial service. Reasonable availability is defined as "able to meet your departure and/or arrival requirements within a 24-hour period, unless you demonstrate that extraordinary circumstances require a shorter period." 41 C.F.R. § 301-10.261(a)(1).

As the attached OAS-110 indicates, the total cost of DOI aircraft service, not including cost of total duty hours away, is \$18,419. Commercial aircraft service cannot meet the scheduling needs of this trip, which includes events in areas not well served by commercial airlines. Because use of DOI aircraft is the only means of meeting the operational and scheduling needs of this trip, this travel may be approved.

Your approval of this travel is requested. The applicable criteria are met for approval of this travel. **PLEASE INDICATE YOUR APPROVAL ON THE ATTACHED OAS-110 FORM.**

Contact and telephone number:
Jennifer Heindl 202-208-7094

Surname

Due Date: ASAP

Tim Murphy Murphy 2/17/11

TRAVEL COST ANALYSIS

Justification for use of a Government aircraft for travel:

A. BASIC DATA:

Dates and time of required time(s) at Temporary Duty Station(s) (TDS):

Location	Imperial Sand Dunes	Date	2/20/2011	Hours required to be on site	0900	to	1300
Location	Bakersfield, CA (TBD)	Date	2/20/2011	Hours required to be on site	1530	to	2200
Location	40 Acres Natl Historic Ldrnk	Date	2/21/2011	Hours required to be on site	0900	to	1115

Manifest (only persons required to be at TDS):

Name	Hourly Salary
Secretary Ken Salazar, PAS	\$103.67
Matt Lee-Ashley, GS-15	\$80.65
Kendra Barkoff, Staffer, GS-12	\$49.03
LT [REDACTED] Security, GS-13	\$57.23
TOTAL Hours Cost of All Required Travelers	\$290.58

Annual Salary ÷ 2087 hours x 1.20 = Hourly Salary Rate

NOTE: 1.20 covers average Fringe Benefits, Retirement, Health & Life Insurance, Medicare, other Fringes. The 1.20 does not include COLA; for Alaska-based employees, add the applicable additional %.

(Continue on attached sheet if needed)

B. COST COMPARISON:

1. <u>Commercial Airline Costs to meet the required TDS locations and times. Individual ticket cost x number of required travelers.</u>	\$ <u>N/A</u>
• Cost of total duty hours away from office or regular duty station to meet the commercial airline schedule.	_____
• Cost of required per diem and ground transportation.	_____
TOTAL Cost by commercial transportation	\$ <u>0.00</u>
2. <u>Leased, Contract, or Rental Aircraft</u>	
1. Flight hours x flight hour costs	\$ <u>0.00</u>
2. Cost of total duty hours away from office or regular duty station	<u>0.00</u>
3. Cost of required per diem and ground transportation	<u>0.00</u>
4. Any additional aircraft or crew costs not included in above hourly rate, i.e., standby charges, tiedown fees, overnight parking, extra crew, etc.	<u>0.00</u>
TOTAL Cost by Lease, Contract, or Rental aircraft.	\$ <u>0.00</u>
3. <u>DOI-Operated Aircraft</u> - identify specific aircraft: <u>N618 - King Air 200</u>	
• Flight hours required x variable flight hour cost.	\$ <u>7,564.00</u>
• Cost of total duty hours away from office or regular duty station.	<u>9,095.15</u>
• Cost of required per diem and ground transportation.	<u>1,760.00</u>
• Any additional costs to be incurred that are not included in the above flight hour rate. Variable cost of crew, as defined on page 1 of OMB Circular A-126, Attachment B, if not included in the flight hour rate. (Do not include pilot costs here if the pilot is one of the Government officials required to meet or perform duties at the TDY location.)	<u>0.00</u>
• Fuel costs, if not included in above flight hour rate. Any additional aircraft costs not in the above flight hour rate, i.e., tiedown fees, overnight parking, et.	<u>0.00</u>
TOTAL COST by DOI Fleet aircraft.	\$ <u>18,419.15</u>

C. MOST COST EFFECTIVE METHOD:

Commercial
 Lease, Contract or Rental - N# _____ Pilot/Crew _____

Purpose _____

DOI Fleet _____ N# 618 Pilot/Crew Randy Phelps

See remarks below
Purpose _____

REMARKS: (Must be completed if other than most-cost-effective method is chosen.)

Request for approval of DOI Fleet aircraft to transport Secretary of Interior Ken Salazar, PAS; Matt Lee Ashley, Congressional Staffer, GS-15; Tami Heilmann, Staffer, GS-12 and L. [REDACTED] Security, GS-13 between various sites in California. See attached agenda for purpose of each site visit.

Due to the flight times of commercial airlines inability to meet set times established within the agenda, request approval to utilize DOI Fleet Aircraft.

Additionally, no DOI Chartered aircraft were available, therefore was not considered in this cost analysis.

D. GENERAL APPROVAL REQUIREMENTS FOR TRAVEL ON GOVERNMENT AIRCRAFT:

Print name of designated approving official _____ Signature _____ Date _____

E. SPECIAL APPROVAL REQUIREMENTS FOR REQUIRED USE TRAVEL: (See paragraph 11.b. page 6 of OMB Circular A-126)

Print name of designated approving official _____ Signature _____ Date _____

F. SPECIAL APPROVAL REQUIREMENTS FOR USE OF GOVERNMENT AIRCRAFT FOR TRAVEL BY THE FOLLOWING CATEGORIES OF PEOPLE:
(See paragraph 11.c. page 7 of OMB Circular A-126 and paragraph a., page 3-1 of OMB Bulletin No. 93-11)

- ~~1) Senior Executive Branch Officials~~
- ~~2) Senior Federal Officials~~
- 3) Members of Families of Senior Executive Branch and Senior Federal Officials
- 4) Non-Federal travelers

ARTHUR E. GARY _____ Arthur E Gary _____ 2/17/11
Print name of designated approving official Signature Date

**OPTION 1:
BREAKDOWN OF HOURS AWAY FROM OFFICE
Commercial Airlines / Driving**

Saturday, February 19, 2011

Arrive in Los Angeles, CA (LAX)		
RON		8.00 hrs
		<u>8.00 hrs</u>

Sunday, February 20, 2011

Flight from LAX to San Diego, CA (SAN) + Checkin, Wait time, Etc.		3.25 hrs	
Drive from SAN to Site Visit		2.00 hrs	*
Time at Site (0900-1300) hrs - Imperial Sand Dunes)		3.30 hrs	
Travel from site to Bakersfield, CA		5.25 hrs	*
Time at Site (1530-2100) hrs - Bakersfield, CA		5.30 hrs	
RON in Bakersfield, CA		8.00 hrs	
		<u>27.10 hrs</u>	

Monday, February 21, 2011

Drive from Bakersfield, CA Hotel to Site Visit (Delano, CA)		0.30 hrs
Time at Site (0900-1115) hrs - 40 Acres Nat'l Historic Landmark		2.15 hrs
Drive from Delano, CA to Bakersfield, CA Airport		0.30 hrs
Flight from BFL to LAX + Checkin, Wait time, Etc.		3.00 hrs
		<u>5.75 hrs</u>

GRAND TOTAL HOURS		40.85
Hourly Salary for All	\$	<u>290.58</u>
TOTAL COSTS	\$	11,870.19

*** Driving would not meet the time constraints of meeting schedule**

**OPTION 2:
BREAKDOWN OF HOURS AWAY FROM OFFICE
DOI Fleet Aircraft - N618 King Air 200**

Saturday, February 19, 2011

Arrive in Los Angeles, CA	
Drive from LAX airport to LGB airport to catch charter aircraft	0.25 hrs
Flight time from LGB to Imperial, CA + load time	1.25 hrs
RON Imperial, CA	8.00 hrs
	<hr/>
	9.50 hrs

Sunday, February 20, 2011

Drive from Hotel to site visit	0.25 hrs
Time at Site (0900-1300) hrs - Imperial Sand Dunes)	3.30 hrs
Flight time from Imperial, CA to Bakersfield, CA + load time	1.25 hrs
Time at Site (1530-2100) hrs - Bakersfield, CA	5.30 hrs
RON in Bakersfield, CA	8.00 hrs
	<hr/>
	18.10 hrs

Monday, February 21, 2011

Drive from Bakersfield, CA Hotel to Site Visit (Delano, CA)	0.30 hrs
Time at Site (0900-1115) hrs - 40 Acres Nat'l Historic Landmark	2.15 hrs
Flight time from Delano, CA to LGB Airport + load time	1.00 hrs
Drive time from LGB Airport to LAX Airport	0.25 hrs
	<hr/>
	3.70 hrs

GRAND TOTAL HOURS	31.30
Hourly Salary for All	\$ 290.58
TOTAL COSTS	\$ 9,095.15

Other Information Included in Analysis:

Per Diem Rate for Los Angeles, CA per person 123/71	\$	194.00
Per Diem Rate for Imperial, CA per person 77/46	\$	123.00
Per Diem Rate for Bakersfield, CA per person 77/46	\$	123.00

Logged in user: SHARIL MOULTRIE - Traveler: SHARIL MOULTRIE

Authorization: SMFRESHOCA102210_A01 - TA Number: DR34LA

Screen ID: 1070.J

[Return](#)



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Search Criteria

Search & Select Flights

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[Show T](#)

Select Flights to be Saved

Choose Flights

Available Flights on 02/20/11 from LAX to SAN

\$77.70 - GSA City Pair w/ Capacity Limits

\$100.70 - GSA City Pair

[Fare Rules](#) - [Show Details](#)



Depart
LAX 0900
Sun 20 Feb 11

Arrive
SAN 0950
Sun 20 Feb 11

Flight Length: 0h 50min

If travel agent assistance is required, select "Request Assistance in Booking Flight". NOTE: Additional travel agent handling fees may apply.

[Request Assistance in Booking Flight](#)

[Return To Available Flights](#)

Logged in user: SHARIL MOULTRIE - Traveler: SHARIL MOULTRIE

Authorization: SMFRESN0CA102210_A01 - TA Number: 0R341A

Screen ID: 1070.3

[Return](#)

Search Criteria

[PRINT THIS SCREEN](#)

Search & Select Flights

[Show Search Options](#)

[Cancel Current Search](#)

[Show T](#)

Select Flights to be Saved

Choose Flights

Available Flights on 02/21/11 from BFL to LAX

\$466.70 - GSA City Pair

[Fare Rules](#) - [Show Details](#)


United Airlines
7021

Depart
BFL 1857
Mon 21-Feb-11

Arrive
LAX 1943
Mon 21-Feb-11

Flight Length: 0h 46min

If travel agent assistance is required, select "Request Assistance in Booking Flight". NOTE: Additional travel agent handling fees may apply.

[Request Assistance in Booking Flight](#)

[Return To Available Flights](#)



THE TRIP OF THE SECRETARY

TO

CALIFORNIA

FEBRUARY 18th -21st, 2011

**TRIP SUMMARY
THE TRIP OF THE SECRETARY
CALIFORNIA
FEBRUARY 18th-21st, 2011**

Weather:

Los Angeles, CA
El Centro, CA
Delano, CA

Showers; High 57 // Low 39
Partly Cloudy; High 70 // Low 39
Partly Cloudy; High 58 // Low 38

Time Zone:

California

Pacific Time Zone (3hrs behind DC)

Advance:

Advance (El Centro)
Advance (Delano)
Security (Los Angeles)
Security (Los Angeles)
Security (El Centro)
Security (Delano)
Security (Ride-Along)

Jordan Montoya

Carly Montoya

(b) (6), (b) (7)(C)

(b) (6), (b) (7)(C)

(b) (6), (b) (7)(C)

(b) (6), (b) (7)(C)

(b) (6), (b) (7)(C)

Cell Phone:

(b) (6)

(b) (6)

(b) (6), (b) (7)(C)

(b) (6), (b) (7)(C)

(b) (6), (b) (7)(C)

(b) (6), (b) (7)(C)

(b) (6), (b) (7)(C)

Traveling Staff:

Director, NPS
Deputy COS
Associate Dir. Cultural Resources
Director, BLM
Photographer

Jon Jarvis

Matt Lee-Ashley

Stephanie Toothman

Bob Abbey

Tami Heilemann

(b) (6)

(b) (6)

(b) (6)

(b) (6)

Washington Staff:

Secretary's Scheduler
Ethics

Joan Padilla

Melinda Loftin

Office Phone

(202) 208-5820

(703) 862-5552

Attire:

Los Angeles-Casual
Imperial Valley/Yuma-Casual
Delano-Business Casual

FRIDAY, FEBRUARY 18th, 2011

- 5:55pm-8:45pm (PST): WHEELS-UP MIAMI, FL EN ROUTE LOS ANGELES, CA**
American Airlines Flight #231
Flight Time: 5hrs 50mins
KLS Seat:
Ride-along: Lt (b) (6), (b) (7)(C)
- 8:45pm: ARRIVE LOS ANGELES INTERNATIONAL AIRPORT**
- 9:00pm: DEPART AIRPORT EN ROUTE RON**
Car #1: KLS, Lt (b) (6), (b) (7)(C)
- 9:30pm: ARRIVE RON**
The Westin Pasadena
Location: 191 North Los Robles Avenue
Pasadena, CA 91101
Phone: (626) 792-2727
Fax: (626) 792-3755
- 10:00pm: RON**
-

SATURDAY, FEBRUARY 19th, 2011

- 9:00am: DEPART RON EN ROUTE TBD**
Car #1: KLS, Lt (b) (6), (b) (7)(C) Matt Lee-Ashley
- 9:00am – 8:30pm: OPEN**
- 8:45pm: DEPART TBD EN ROUTE LONG BEACH AIRPORT**
Car #1: KLS, Lt (b) (6), (b) (7)(C) Matt Lee-Ashley
- 9:20pm: ARRIVE LONG BEACH SIGNATURE FLIGHT SUPPORT**
Location: 3333 East Spring Street, Suite 205
Long Beach, California 90806
Phone: (562) 997-0700
- 9:30pm – 10:20pm: WHEELS-UP LONG BEACH, CA EN ROUTE EL CENTRO, CA**
Aircraft: King Air 200

Tail #: N618
Pilots: Capt. Randy Phelps (b) (6)
Flight Time: 50mins
Manifest(5): KLS, Lt (b) (6), (b) (7)(C) Matt Lee-Ashley, Tami Heilemann

10:20pm: ARRIVE IMPERIAL COUNTY AIRPORT

Location: 1095 Airport Road
Imperial, CA 92251
Phone: (760) 353-1375

10:30pm: DEPART AIRPORT EN ROUTE RON

Car #1: KLS, Lt (b) (6), (b) (7)(C) Matt Lee-Ashley, Tami Heilemann

10:45pm: ARRIVE RON

Fairfield Inn & Suites
Location: 503 E. Danenberg Drive
El Centro, California 92243
Phone: (760) 353-2600
Fax: (760) 353-2700
**Bob Abbey will stay at this hotel*

11:00pm: RON

SUNDAY, FEBRUARY 20th, 2011

8:00am: DEPART RON EN ROUTE IMPERIAL SAND DUNES

Car #1: KLS, Lt (b) (6), (b) (7)(C) Bob Abbey, Margaret Goodro
(BLM El Centro Field Manager)
Car #2: Jordan Montoya, Tami Heilemann, Matt Lee-Ashley

8:50am: ARRIVE CAHUILLA RANGER STATION, IMPERIAL SAND DUNES

Greeter: Neil Hamada, BLM Imperial Sand Dunes Manager
Location: Intersection of Gecko Road and Highway 78
Phone: (760) 344-3919

8:50am-9:00am: SAFETY BRIEFING// LOAD SAND RAILS

Sand Rail 1 (driver: Neil Hamada):
-Tami Heilemann
Sand Rail 2 (driver BLM LEO George Masner):
-KLS, Security, (b) (6), (b) (7)(C)
Sand Rail 3 (driver: Mark Harris):
-BLM Abbot, BLM Raml, BLM Bedrosian
Sand Rail 4(driver: Brian Puckett):
-BLM, BLM., Matt Lee-Ashley
Sand Rail 5 (driver TBD)

-Reporter #1, Reporter #2, Reporter #3

9:00am-10:00am: SAND RAIL RIDE ON OLDSMOBILE HILL

10:00am: RETURN TO CAHUILLA RANGER STATION

10:00am-10:30am: INTER-AGENCY INCIDENT COMMAND BRIEFING

Location: Cahuilla Ranger Station

Room:

Participants: 20 BLM staff

Program: El Centro Field Manager Margaret Goodro will run the briefing

Set-up:

10:30am-10:35am: LOAD VEHICLES // TRAVEL TO VENDOR ROW

Car #1:

Car #2:

Car #3

Car #4:

**view Wilderness Area (Algodones Dunes) while en route and discuss management of high intensity OHV use adjacent to wilderness*

10:35am-11:00am: PARTICIPATE IN YOUTH OHV SAFETY TRAINING

Location: Youth Training Campsite

Participants: 15 youth

Program: Visit with young people and discuss importance of safety measures

Set-up:

11:00am-11:30am: MEETING TO DISCUSS COMMERCIAL IMPORTANCE OF DUNES

Location:

Participants: United Desert Gateway

Off Road Business Association

Imperial County staff

Program: Discussion on equipment, economic benefits, and commercial importance of Dunes to surrounding communities with some of highest unemployment in nation

Set-up:

11:30am-12:00pm: VISIT WITH CAMPERS// 4th GENERATION OF VISITORS

Location: Campground

Participants:

Program: Visit with families and eat bag lunches

Set-up:

12:00pm-12:30pm: LUNCH WITH FAMILIES AND VISITORS

12:30pm: DEPART SAND DUNES EN ROUTE IMPERIAL COUNTY AIRPORT

Car #1: KLS, Lt

(b) (6) (b) (7)(C)

Car #2: Jordan Montoya, Tami Heilemann, Matt Lee-Ashley

1:30pm: ARRIVE IMPERIAL COUNTY AIRPORT

Location: 1095 Airport Road
Imperial, CA 92251
Phone: (760) 353-1375

1:40pm: LOAD CHARTER

1:40pm – 2:50pm: WHEELS-UP EL CENTRO, CA EN ROUTE BAKERSFIELD, CA

Aircraft: King Air 200
Tail #: N618
Pilots: Capt. Randy Phelps (b) (6)
Flight Time: 1hr 10mins
Manifest(5): KLS, Lt (b) (6), (b) (7)(C) Matt Lee-Ashley, Tami Heilemann

2:50pm: WHEELS-DOWN BAKERSFIELD, CA

Location: 1550 Skyway Dr
Bakersfield, CA 93308
Phone: (661) 391-4900

2:55pm: DEPART MERCURY AIR CENTER EN ROUTE RON

Car #1: KLS, Lt (b) (6), (b) (7)(C) Matt Lee-Ashley
Car #2: Carly Montoya, Tami Heilemann

3:30pm: ARRIVE RON

Hilton Garden Inn
Location: 3625 Marriott Drive
Bakersfield, California 93308
Phone: 661-716-1000
Fax: 661-716-1050
**Jon Jarvis and Stephanie Toothman will stay at this hotel*

3:30pm – 9:00pm: OPEN

9:30pm: RON

MONDAY, FEBRUARY 21st, 2011

8:15am: DEPART RON EN ROUTE DELANO, CA
Car #1: KLS, Lt. (b) (6) (b) (7)(C) on Jarvis, Matt Lee-Ashley
Car #2: Carly Montoya, Tami Heilemann

8:55am: ARRIVE 40 ACRES NATIONAL HISTORIC LANDMARK
Location: 1314 Garces Highway West and Mettler Road
Delano, CA 93215
Phone: (661) 725-9730

9:00am – 9:45am: 40 ACRES NATIONAL HISTORIC LANDMARK SITE VISIT
Location:
Participants: **Arturo Rodriguez**, President, United Farm Workers
Paul F. Chavez, President, Cesar E. Chavez Foundation
Jerry Brown, Governor, CA-TBD
Jon Jarvis, Director, National Park Service
Staff: Julie Rodriguez, Carly Montoya
Press: Open
Set-up: Walking tour with members of the Chavez family and members of the media
Format:
***9:00am-YOU** tour the site. **YOU** will see:
The birthplace of the Farm Worker Movement, the Agbayani Village Retirement home, the sites of the 1968 and 1988 Fast

9:50am – 10:00am: MEDIA GAGGLE
Location: 40 Acre Entrance
Participants: **Arturo Rodriguez**, President, United Farm Workers
Paul F. Chavez, President, Cesar E. Chavez Foundation
Jerry Brown, Governor, CA-TBD
Jon Jarvis, Director, National Park Service
Staff: Matt Lee-Ashley
Press: Open
Set-up: Informal media gaggle
Format:
***9:50am-YOU** will unveil plaque
***9:55am-YOU** will answer questions from the media
***10:00am-YOU** depart to clutch with Chavez family

10:00am – 10:15am: CLUTCH WITH CESAR CHAVEZ FAMILY
Location:
Participants: **Arturo Rodriguez**, President, United Farm Workers
Paul F. Chavez, President, Cesar E. Chavez Foundation

Jerry Brown, Governor, CA-TBD
Jon Jarvis, Director, National Park Service

Staff: Julie Rodriguez, Carly Montoya

Press: Closed

Set-up:

Format:

***10:00am-YOU** meet with members of the Chavez family

10:15am – 11:15am: 40 ACRES PLAQUE UNVEILING CEREMONY

Location: Reuther Hall

Participants: **Arturo Rodriguez**, President, United Farm Workers
Paul F. Chavez, President, Cesar E. Chavez Foundation
Jerry Brown, Governor, CA-TBD
Jon Jarvis, Director, National Park Service

Staff: Julie Rodriguez, Carly Montoya

Press: Open

Set-up: Stage, podium, mic. **YOU** will sit on stage with:

Arturo Rodriguez, Paul F. Chavez, Jerry Brown, Jon Jarvis, TBD, TBD

Format:

***10:15am-MC** TBD welcomes everyone and introduces XX Marching Band

***10:16am-XX** Marching Band performs Star Spangled Banner

***10:19am-Paul F. Chavez** welcomes everyone

***10:22am-MC** TBD introduces TBD

***10:23am-TBD** leads a Farm Worker Prayer

***10:24am-MC** TBD introduces Farm Worker TBD

***10:25am-Farm Worker** TBD delivers remarks and introduces **YOU**

***10:26am-YOU** deliver remarks and introduce Arturo Rodriguez

***10:38am-Arturo Rodriguez** delivers remarks

***10:44am-MC** TBD introduces XX Youth Band

***10:45am-XX** Youth Band performs De Colores

***10:47am-MC** TBD introduces Governor Brown

***10:49am-Governor Brown** delivers remarks

***11:02am-MC** TBD introduces elected officials

***11:03am-Elected officials** deliver remarks

***11:10am-MC** TBD invites **YOU**, Jon Jarvis and Chavez family to unveil plaque

***11:12am-YOU**, Jon Jarvis and Chavez family unveil plaque and take photos

***11:15am-MC** TBD closes program and XX Youth Band performs

11:20am: DEPART DELANO, CA EN ROUTE DELANO FBO

Car #1: KLS, Lt (b) (5), (b) (7)(C) Matt Lee-Ashley

Car #2: Carly Montoya, Tami Heilemann

11:30am: ARRIVE DELANO FBO

Location:

Phone:

11:35am: LOAD CHARTER

11:40am – 12:30pm: WHEELS-UP DELANO, CA EN ROUTE LONG BEACH, CA

Aircraft: King Air 200
Tail #: N618
Pilots: Capt. Randy Phelps (b) (6)
Flight Time: 50mins
Manifest(5): KLS, Lt (b) (6), (b) (7)(C) Matt Lee-Ashley, Tami Heileman
**Eat lunch en route*

12:30pm: ARRIVE LONG BEACH SIGNATURE FLIGHT SUPPORT

Location: 3333 East Spring Street, Suite 205
Long Beach, California 90806
Phone: (562) 997-0700

12:40pm: DEPART LONG BEACH AIRPORT EN ROUTE LAX

Car #1: KLS, Lt (b) (6), (b) (7)(C) Matt Lee-Ashley, Tami Heilemann, Mariane Gately

1:30pm: ARRIVE LOS ANGELES INTERNATIONAL AIRPORT

3:15pm-10:40pm (CST): WHEELS-UP LOS ANGELES, CA EN ROUTE NEW ORLEANS, LA

American Airlines Flight #2450
KLS Seat:
Ride-along: Lt (b) (6), (b) (7)(C)
**Change planes in Dallas/Fort Worth. 1hr 15min layover*
American Airlines Flight #2014
KLS Seat:
Ride-along: Lt (b) (6), (b) (7)(C)

10:40pm: ARRIVE NEW ORLEANS INTERNATIONAL AIRPORT

10:50pm: DEPART AIRPORT EN ROUTE RON

Car #1: KLS, Lt (b) (6), (b) (7)(C)
Car #2: Tim Hartz, Tami Heilemann

11:15pm: ARRIVE RON

Hilton New Orleans Riverside
Location: Two Poydras Street
New Orleans, LA
Phone: (504) 561-0500
Fax: (504) 568-1721

11:30pm: RON



THE TRIP OF THE SECRETARY

TO

CALIFORNIA

FEBRUARY 18th -21st, 2011

**TRIP SUMMARY
THE TRIP OF THE SECRETARY
CALIFORNIA
FEBRUARY 18th -21st, 2011**

Weather:

Los Angeles, CA
San Diego, CA
El Centro, CA
Delano, CA

Showers; High 57 // Low 39
Rain; High 61 // Low 49
Partly Cloudy; High 70 // Low 39
Partly Cloudy; High 58 // Low 38

Time Zone:

California

Pacific Time Zone (3hrs behind DC)

Advance:

Advance (El Centro)
Advance (Delano)
Security (Los Angeles)
Security (Los Angeles)
Security (El Centro)
Security (Delano)
Security (Ride-Along)

Jordan Montoya
Carly Montoya
(b) (6), (b) (7)(C)
(b) (6), (b) (7)(C)
(b) (6), (b) (7)(C)
(b) (6), (b) (7)(C)
(b) (6), (b) (7)(C)
(b) (6), (b) (7)(C)

Cell Phone:

(b) (6)
(b) (6)
(b) (6), (b) (7)(C)
(b) (6), (b) (7)(C)
(b) (6), (b) (7)(C)
(b) (6), (b) (7)(C)
(b) (6), (b) (7)(C)

Traveling Staff:

Director, NPS
Deputy COS
Associate Dir. Cultural Resources
Director, BLM
Photographer

Jon Jarvis
Matt Lee-Ashley
Stephanie Toothman
Bob Abbey
Tami Heilemann

(b) (6)
(b) (6)
(b) (6)
(b) (6)
(b) (6)

Washington Staff:

Secretary's Scheduler
Ethics

Joan Padilla
Melinda Loftin

Office Phone

(202) 208-5820
(703) 862-5552

Attire:

Los Angeles/San Diego-Casual, rain jacket
Imperial Valley/El Centro-Casual, jeans, boots or tennis shoes
Delano-Business Casual

FRIDAY, FEBRUARY 18th, 2011

5:55pm-8:45pm (PST): WHEELS-UP MIAMI, FL EN ROUTE LOS ANGELES, CA

American Airlines Flight #231

Flight Time: 5hrs 50mins

KLS Seat:

Ride-along: Lt. (b) (6), (b) (7)(C)

8:45pm: ARRIVE LOS ANGELES INTERNATIONAL AIRPORT

9:00pm: DEPART AIRPORT EN ROUTE RON

Car #1: KLS, Lt. (b) (6), (b) (7)(C)

9:30pm: ARRIVE RON

The Westin Pasadena

Location: 191 North Los Robles Avenue

Pasadena, CA 91101

Phone: (626) 792-2727

Fax: (626) 792-3755

10:00pm: RON

SATURDAY, FEBRUARY 19th, 2011

10:00am: DEPART RON EN ROUTE SAN DIEGO, CA

Car #1: KLS, Lt. (b) (6), (b) (7)(C) Matt Lee-Ashley

12:25pm: ARRIVE CABRILLO NATIONAL MONUMENT

Location: 1800 Cabrillo Memorial Drive

San Diego, CA 92106

Phone: (619) 557-5450

Fax: (619) 226-6311

12:30pm – 2:00pm: CABRILLO NATIONAL MONUMENT SITE VISIT

Location:

Participants:

Staff:

Press: Closed

Set-up

Format:

***12:30pm-YOU** tour the site

2:10pm: DEPART SAN DIEGO, CA EN ROUTE PASADENA, CA
Car #1: KLS, Lt (b) (6), (b) (7)(C) Matt Lee-Ashley

4:30pm: ARRIVE RON
The Westin Pasadena
Location: 191 North Los Robles Avenue
Pasadena, CA 91101
Phone: (626) 792-2727
Fax: (626) 792-3755

5:30pm: DEPART RON EN ROUTE TBD
Car #1: KLS, Lt (b) (6), (b) (7)(C) Matt Lee-Ashley

6:00pm: ARRIVE DINNER TBD
Location:
Phone:
Fax:

8:45pm: DEPART DINNER TBD EN ROUTE LONG BEACH AIRPORT
Car #1: KLS, Lt (b) (6), (b) (7)(C) Matt Lee-Ashley

9:20pm: ARRIVE LONG BEACH SIGNATURE FLIGHT SUPPORT
Location: 3333 East Spring Street, Suite 205
Long Beach, California 90806
Phone: (562) 997-0700

9:30pm –10:20pm: WHEELS-UP LONG BEACH, CA EN ROUTE EL CENTRO, CA
Aircraft: King Air 200
Tail #: N618
Pilots: Capt. Randy Phelp, (b) (6)
Flight Time: 50mins
Manifest(5): KLS, Lt (b) (6), (b) (7)(C) Matt Lee-Ashley, Tami Heilemann

10:20pm: ARRIVE IMPERIAL COUNTY AIRPORT
Location: 1095 Airport Road
Imperial, CA 92251
Phone: (760) 353-1375

10:30pm: DEPART AIRPORT EN ROUTE RON
Car #1: KLS, Lt (b) (6), (b) (7)(C) Matt Lee-Ashley, Tami Heilemann

10:45pm: ARRIVE RON
Fairfield Inn & Suites
Location: 503 E. Danenberg Drive
El Centro, California 92243
Phone: (760) 353-2600
Fax: (760) 353-2700
**Bob Abbey will stay at this hotel*

11:00pm: RON

SUNDAY, FEBRUARY 20th, 2011

8:00am: DEPART RON EN ROUTE IMPERIAL SAND DUNES
Car #1 (Sgt. Stock, driver): Secretary Salazar, Bob Abbey, Margaret Goodro
(BLM El Centro Field Manager)
Car #2 (Clark Beene, driver): Lt (b) (6), (b) (7)(C) Jordan Montoya, Tami Heilemann,
Matt Lee-Ashley
Car #3: Jim Abbott (BLM ASD), Teri Raml (CDD Manager), Jan Bedrosian
(BLM DSD), Jim Pickering

8:50am: ARRIVE CAHUILLA RANGER STATION, IMPERIAL SAND DUNES
Greeter: Neil Hamada, BLM Imperial Sand Dunes Manager
Location: Intersection of Gecko Road and Highway 78
Phone: (760) 344-3919

8:50am-9:00am: SAFETY BRIEFING// LOAD SAND RAILS
Sand Rail 1 (driver: Neil Hamada):
-Tami Heilemann
Sand Rail 2 (driver BLM LEO (b) (6), (b) (7)(C)):
-Secretary Salazar, Lt (b) (6), (b) (7)(C) Bob Abbey
Sand Rail 3 (driver: BLM LEO (b) (6), (b) (7)(C)):
- Sgt. (b) (6), (b) (7)(C) Jordan M., Matt Lee-Ashley
Sand Rail 4 (driver: Brian Puckett):
-Reporter #1, Camera #1, Reporter #2
Sand Rail 5 (driver TBD)
-Camera #2, Reporter #3, Camera #3

9:00am-10:00am: SAND RAIL RIDE IN THE DUNES
**Brief Stop at Osborn Overlook*

10:00am: RETURN TO CAHUILLA RANGER STATION

10:00am-10:30am: INTER-AGENCY INCIDENT COMMAND BRIEFING
Location: Cahuilla Ranger Station
Room: Briefing Bay
Participants: 30 BLM, NPS, USFS, and Imperial County staff
Program: El Centro Field Manager Margaret Goodro will run the briefing, other

Incident Team members will provide brief updates,
opportunity for Secretary and Director to speak to staff as well
Set-up: BLM

10:30am-10:35am: LOAD VEHICLES 4WD SUVs Only // TRAVEL TO VENDOR ROW

Car #1: Secretary Salazar, Lt. [REDACTED] Bob Abbey, Margaret Goodro
Car #2: Clark Beene, Jordan Montoya, Tami Heilemann, Matt Lee-Ashley
Car #3: Jim Abbott (BLM ASD), Teri Raml (CDD Manager), Jan Bedrosian
(BLM DSD), Jim Pickering

Press to follow in own vehicles

**view North Algodones Wilderness Area while en route and discuss
management of high intensity OHV use adjacent to wilderness*

10:35am-11:00am: PARTICIPATE IN YOUTH OHV SAFETY TRAINING

Location: Youth Training Area behind Glamis Store in Glamis Flats

Participants: About 10 youth, training organized by American Desert Foundation's
(ADF) Bill Jones

Program: Visit with young people and discuss importance of safety measures

Set-up: Outside setting

**11:00am-12:00pm: MEETING TO DISCUSS IMPORTANCE OF DUNES (commercial,
economic, recreation)**

Location: ISDRA Vendor Row, Outside Location (Tour Area on foot)

Participants: Desert Advisory Council Members (DAC)

- Meg Grossglass
- Dick Holladay

American Sand Association (ASA)

- Rusty Massey
- Bob Mason
- Jerry Siever

United Desert Gateway (UDG)

- Kathy Kennerson (pres.)
- Charla Teeters
- Nicole Moore

Off Road Business Association (ORBA)

- Fred Wiley

Imperial County

- Supervisor Ray Castillo
- Chairman Jack Terrazas
- Bob Ham

Program: Discussion on recreation, equipment, economic benefits, and commercial
importance of Dunes to surrounding communities with some of highest
unemployment in the nation

Set-up: BLM will set up a staging area for talk/tour; each group will be
prepared to speak for 5 minutes; each participant will have
name tag with name and organization

12:00pm-1:00pm: VISIT WITH GENERATIONS OF CAMPERS/"DUNERS" AND LUNCH WITH FAMILIES AND VISITORS

Location: Wash 4

Participants: Visitors at Bill Jones' (of American Desert Foundation) campground

Program: Visit with Jones family and other families near the camp

Set-up: BLM Brown Bag lunches will provide table and chairs

1:00pm: DEPART SAND DUNES EN ROUTE IMPERIAL COUNTY AIRPORT

Car #1: KLS, Lt (b) (6), (b) (7)(C) Tami Heilemann, Matt Lee-Ashley

2:00pm: ARRIVE IMPERIAL COUNTY AIRPORT

Location: 1095 Airport Road

Imperial, CA 92251

Phone: (760) 353-1375

2:05pm: LOAD CHARTER

2:05pm – 3:00pm: WHEELS-UP EL CENTRO, CA EN ROUTE FRESNO, CA

Aircraft: King Air 200

Tail #: N618

Pilots: Capt. Randy Phelps (b) (6)

Flight Time: 45 minutes

Manifest(5): KLS, Lt (b) (6), (b) (7)(C) Matt Lee-Ashley, Tami Heilemann
Don Glaser

3:00 pm: WHEELS-DOWN FRESNO, CA

Location: 5175 E Clinton Way

Fresno, CA 93727

Phone: (559) 621-8000

3:10pm: DEPART FRESNO AIRPORT EN ROUTE TO SAN JOAQUIN RIVER PARKWAY AND CONSERVATION TRUST

Car #1: KLS, Lt (b) (6), (b) (7)(C) Don Glaser, Peter Lucero

Car #2: Advance, Tami Heilemann, Matt Lee-Ashley

***YOU will receive a briefing on the San Joaquin Restoration Project in the car*

3:30pm: ARRIVE SAN JOAQUIN RIVER PARKWAY AND CONSERVATION TRUST

Location: 11605 Old Friant Road

Fresno, CA 93730

Phone: (559) 248-8480

3:30pm – 4:30pm: SITE VISIT OF SAN JOAQUIN RIVER PARKWAY AND CONSERVATION TRUST

Participants: Don Glaser, Regional Director, BOR
Peter Lucero, Public Affairs Officer, BOR

Press: Open

Format:

- * YOU will walk a local trail while being briefed.
- * YOU will interact will children, highlighting “Let’s Move Outside.”
- * YOU will participate in a press gaggle before leaving the site.

4:30pm – 4:50pm: DEPART SAN JOAQUIN RIVER PARKWAY EN ROUTE TO FRESNO AIRPORT

Car #1: KLS, Lt. (b) (5), (b) (7)(C) Don Glaser, Peter Lucero
Car #2: Advance, Tami Heilemann, Matt Lee-Ashley

5:00pm – 5:20pm: DEPART FRESNO AIRPORT EN ROUTE TO BAKERSFIELD

Aircraft: King Air 200
Tail #: N618
Pilots: Capt. Randy Phelps (b) (6)
Flight Time: 20 minutes
Manifest(5): KLS, Lt. (b) (5), (b) (7)(C) Matt Lee-Ashley, Tami Heilemann

5:30pm: DEPART BAKERFIELDS AIRPORT EN ROUTE TO RON

Car #1: KLS, Lt. (b) (5), (b) (7)(C) Matt Lee-Ashley
Car #2: Advance, Tami Heilemann

6:00pm: RON

MONDAY, FEBRUARY 21st, 2011

8:15am: DEPART RON EN ROUTE DELANO, CA

Car #1: KLS, Lt. (b) (5), (b) (7)(C) Jon Jarvis, Matt Lee-Ashley
Car #2: Carly Montoya, Tami Heilemann, Stephanie Toothman

8:55am: ARRIVE 40 ACRES NATIONAL HISTORIC LANDMARK

Location: 1314 Garces Highway West and Mettler Road
Delano, CA 93215
Phone: (661) 725-9730

9:00am – 9:45am: 40 ACRES NATIONAL HISTORIC LANDMARK SITE VISIT

Location: Rodrigo Terronez Memorial Clinic
Participants: **Arturo Rodriguez**, President, United Farm Workers
Paul F. Chavez, President, Cesar E. Chavez Foundation
Jerry Brown, Governor, CA-TBD

Jon Jarvis, Director, National Park Service

Staff: Julie Rodriguez, Carly Montoya

Press: Open

Set-up: Walking tour with members of the Chavez family and members of the media

Format:

***9:00am-YOU** tour the site. **YOU** will see:

The birthplace of the Farm Worker Movement, the Agbayani Village Retirement home, the sites of the 1968 and 1988 Fasts

9:50am – 10:00am: MEDIA GAGGLE

Location: 40 Acre Entrance in front of plaque

Participants: **Arturo Rodriguez**, President, United Farm Workers

Paul F. Chavez, President, Cesar E. Chavez Foundation

Jerry Brown, Governor, CA-TBD

Jon Jarvis, Director, National Park Service

Stephanie Toothman, Associate Dir. Cultural Resources, NPS

Staff: Matt Lee-Ashley, Carly Montoya

Press: Open

Set-up: Informal media gaggle

Format:

***9:50am**-Paul F. Chavez discusses importance of plaque

***9:52am-YOU**, Paul F. Chavez, Arturo Rodriguez, Jon Jarvis and Gov. Brown unveil plaque

***9:55am-YOU** take questions from the media

***10:00am-YOU** depart to clutch with Chavez family

10:00am – 10:15am: CLUTCH WITH CESAR CHAVEZ FAMILY

Location:

Participants: **Arturo Rodriguez**, President, United Farm Workers

Paul F. Chavez, President, Cesar E. Chavez Foundation

Jerry Brown, Governor, CA-TBD

Jon Jarvis, Director, National Park Service

Stephanie Toothman, Associate Dir. Cultural Resources, NPS

Staff: Julie Rodriguez, Carly Montoya

Press: Closed

Set-up: Pipe and drape. Photo line

Format:

***10:00am-YOU** meet with members of the Chavez family

***10:15am-YOU** depart for ceremony

10:15am – 11:15am: 40 ACRES PLAQUE UNVEILING CEREMONY

Location:

Participants: **Arturo Rodriguez**, President, United Farm Workers

Paul F. Chavez, President, Cesar E. Chavez Foundation

Jerry Brown, Governor, CA-TBD

Jon Jarvis, Director, National Park Service

Staff: Julie Rodriguez, Carly Montoya

Press: Open

Set-up: Stage, podium, mic. **YOU** will sit in the front row with:
Arturo Rodriguez, Paul F. Chavez, Jerry Brown, Jon Jarvis, TBD, TBD

Format:

***10:15am**-MC TBD welcomes everyone and introduces XX Marching Band

***10:16am**-XX Marching Band performs Star Spangled Banner

***10:19am**-Paul F. Chavez welcomes everyone

***10:22am**-MC TBD introduces TBD

***10:23am**-TBD leads a Farm Worker Prayer

***10:24am**-MC TBD introduces Farm Worker TBD

***10:25am**-Farm Worker TBD delivers remarks and introduces **YOU**

***10:26am**-**YOU** deliver remarks and introduce Arturo Rodriguez

***10:38am**-Arturo Rodriguez delivers remarks

***10:44am**-MC TBD introduces XX Youth Band

***10:45am**-XX Youth Band performs De Colores

***10:47am**-MC TBD introduces Governor Brown

***10:49am**-Governor Brown delivers remarks

***11:02am**-MC TBD introduces elected officials

***11:03am**-Elected officials deliver remarks

***11:10am**-MC TBD invites **YOU**, Jon Jarvis and Chavez family to unveil plaque

***11:12am**-**YOU**, Jon Jarvis and Chavez family unveil plaque and take photos

***11:15am**-MC TBD closes program and XX Youth Band performs

11:20am: DEPART DELANO, CA EN ROUTE DELANO MUNICIPAL AIRPORT

Car #1: KLS, Lt. (b) (6), (b) (7)(C) Matt Lee-Ashley

Car #2: Carly Montoya, Tami Heilemann

11:30am: ARRIVE DELANO MUNICIPAL AIRPORT

Location: 1212 Airport Drive

Delano, CA 93215

Phone: (661) 721-2284

11:35am: LOAD CHARTER

11:40am – 12:30pm: WHEELS-UP DELANO, CA EN ROUTE LONG BEACH, CA

Aircraft: King Air 200

Tail #: N618

Pilots: Capt. Randy Phelps (b) (6)

Flight Time: 50mins

Manifest(5): KLS, Lt. (b) (6), (b) (7)(C) Matt Lee-Ashley, Tami Heilemann

**Eat lunch en route*

12:30pm: ARRIVE LONG BEACH SIGNATURE FLIGHT SUPPORT

Location: 3333 East Spring Street, Suite 205

Long Beach, California 90806

Phone: (562) 997-0700

12:45pm-3:30pm: OPEN

3:30pm: DEPART TBD EN ROUTE LAX

Car #1: KLS, Lt. [REDACTED] Matt Lee-Ashley, Tami Heilemann

3:45pm: ARRIVE LOS ANGELES INTERNATIONAL AIRPORT

4:45pm-12:30am (EST): WHEELS-UP LOS ANGELES, CA EN ROUTE WASHINGTON, DC

United Airlines Flight #2450

KLS Seat:

Ride-along: Lt. [REDACTED]

12:30am: ARRIVE DULLES INTERNATIONAL AIRPORT

12:40am: DEPART AIRPORT EN ROUTE RESIDENCE

Car #1: KLS, Lt. [REDACTED]

1:15am: ARRIVE RESIDENCE

1:30am: RON

CHARTER

\$24,276

OFFICE OF THE SOLICITOR
CORRESPONDENCE BACKGROUND FORM

Date: March 11, 2011

SES/LS ← **Nature and Significance of Document:** Request for approval of charter aircraft service for official travel on **March 14-15, 2011** of the Secretary, six non-SES DOI officials (Dan Ashe, Director, FWS; Kendra Barkoff, Staffer; Tami Heilemann, Staffer; Sgt. (b) (6) (b) (7)(C) Security; Lizzie Marsters, Staffer), and one non-federal employee (Matthew Daly, Media Reporter) from Omaha, NE, to Kearney, NE, to Oklahoma City, OK, to Kansas City, MO. The purpose of this travel is to attend meetings with DOI staff and a newspaper editorial board, as well as to tour FWS and BIA facilities. Additionally, the Secretary will be delivering the keynote address at the 76th North America Wildlife and Natural Resources Conference in Kansas City, MO. *traveling space avail!*

Background: Advance approval/disapproval by the Solicitor or Deputy Solicitor is required by 41 C.F.R. Parts 301-10 and 301-70, and OMB Circular A-126 for travel on other-than-commercial airlines by officials at SES level and above and for all non-federal individuals who are traveling either for official DOI business or on a "space available" basis. The standards for approving official travel vary according to the category of travel: to meet mission requirements; "required use" travel (extraordinary security, communications, or scheduling needs); or other travel for the conduct of DOI business.

The trip documented on the attached form is ordinary ("other") official travel because it involves transportation that is neither to meet mission requirements nor "required use" travel. As such, the use of DOI or charter aircraft may be authorized only when: 1) no commercial service is reasonably available to meet the scheduling or operational needs of the trip; or 2) the actual cost of charter aircraft is not more than commercial service. Reasonable availability is defined as "able to meet your departure and/or arrival requirements within a 24-hour period, unless you demonstrate that extraordinary circumstances require a shorter period." 41 C.F.R. § 301-10.261(a)(1).

As the attached OAS-110 indicates, commercial aircraft service, including cost of total duty hours away, is \$27,667. The total cost of service on charter aircraft, including cost of total duty hours away, is \$24,276. DOI aircraft service is not available. Because use of charter aircraft is the most cost effective means of meeting the operational and scheduling needs of this trip, this travel may be approved.

Your approval of this travel is requested. The applicable criteria are met for approval of this travel. **PLEASE INDICATE YOUR APPROVAL ON THE ATTACHED OAS-110 FORM.**

Contact and telephone number:
Jennifer Heindl 202-208-7094

Surname

Due Date: ASAP

Tim Murphy *Murphy* 3/11/11

TRAVEL COST ANALYSIS

Justification for use of a Government aircraft for travel:

A. BASIC DATA:

Dates and time of required time(s) at Temporary Duty Station(s) (TDS):

Location	SEE ATTACHMENT	Date		Hours required to be on site		to	
Location		Date		Hours required to be on site		to	
Location		Date		Hours required to be on site		to	

Manifest (only persons required to be at TDS):

<u>Name</u>	<u>Hourly Salary</u>
See Attached List for Names & Salaries	\$401.21
	\$0.00
TOTAL Hours Cost of All Required Travelers	\$ 401.21

Annual Salary ÷ 2087 hours x 1.20 = Hourly Salary Rate

NOTE: 1.20 covers average Fringe Benefits, Retirement, Health & Life Insurance, Medicare, other Fringes. The 1.20 does not include COLA; for Alaska-based employees, add the applicable additional %.

(Continue on attached sheet if needed)

B. COST COMPARISON:

1. <u>Commercial Airline Costs to meet the required TDS locations and times. Individual ticket cost x number of required travelers</u>	\$ 7,098.70
• Cost of total duty hours away from office or regular duty station to meet the commercial airline schedule.	17,552.94
• Cost of required per diem and ground transportation.	3,017.00
TOTAL Cost by commercial transportation	\$ 27,668.64
2. <u>Leased, Contract, or Rental Aircraft</u>	
1. Flight hours x flight hour costs	\$ 11,475.00
2. Cost of total duty hours away from office or regular duty station	9,729.34
3. Cost of required per diem and ground transportation	2,156.00
4. Any additional aircraft or crew costs not included in above hourly rate, i.e., standby charges, tiedown fees, overnight parking, extra crew, etc.	916.00
TOTAL Cost by Lease, Contract, or Rental aircraft.	\$ 24,276.34
3. <u>DOI-Operated Aircraft</u> – identify specific aircraft: _____	
• Flight hours required x variable flight hour cost.	\$ 0.00
• Cost of total duty hours away from office or regular duty station.	0.00
• Cost of required per diem and ground transportation.	0.00
• Any additional costs to be incurred that are not included in the above flight hour rate. Variable cost of crew, as defined on page 1 of OMB Circular A-126, Attachment B, if not included in the flight hour rate. (Do not include pilot costs here if the pilot is one of the Government officials required to meet or perform duties at the TDY location.)	0.00
• Fuel costs, if not included in above flight hour rate. Any additional aircraft costs not in the above flight hour rate, i.e., tiedown fees, overnight parking, et.	0.00
TOTAL COST by DOI Fleet aircraft.	\$ 0.00

C. MOST COST EFFECTIVE METHOD

Commercial 725MC PIC - Rodney Getty, SIC - Joseph Guardiola
 Lease, Contract or Rental - N# _____ Pilot/Crew _____
Purpose See Remarks Below
 DOI Fleet N# _____ Pilot/Crew _____
Purpose _____

REMARKS: (Must be completed if other than most-cost-effective method is chosen.)

Request for approval of DOI Charter Aircraft to transport one ES member Secretary Ken Salazar and one SES member Dan Ashe as well as GS-13 Kendra Barkoff, GS-12 SGT (b) (6), (b) (7)(C) GS-12 Tami Heilemann, GS-9 Lizzie Marsters and one AP Reporter Matt Daly. Flights will generate between Omaha, NE, Kearney, NE and Oklahoma City, OK on March 14, 2011. On March 15, 2011 flights will occur between Oklahoma City, OK and Kansas City, MO.

The purpose of the trip: On March 14th, Secretary Salazar will be meeting with DOI regional employees in Omaha, NE and then on to meet with the Omaha World Herald Newspaper. While in Kearney, NE Secretary Salazar will tour Fish and Wildlife property and then proceeding to Oklahoma City, OK where he will tour the Bureau of Indian Affairs and meet with BIA employees. On March 15th in Kansas City, Secretary Salazar will be delivering the keynote address at the 76th North American Wildlife and Natural Resources Conference

Most cost-effective method chosen, therefore no further justification needed.

D. GENERAL APPROVAL REQUIREMENTS FOR TRAVEL ON GOVERNMENT AIRCRAFT:

Print name of designated approving official Signature Date

E. SPECIAL APPROVAL REQUIREMENTS FOR REQUIRED USE TRAVEL: (See paragraph 11 b page 6 of OMB Circular A-126)

Print name of designated approving official Signature Date

F. SPECIAL APPROVAL REQUIREMENTS FOR USE OF GOVERNMENT AIRCRAFT FOR TRAVEL BY THE FOLLOWING CATEGORIES OF PEOPLE:
(See paragraph 11 c. page 7 of OMB Circular A-126 and paragraph a., page 3-1 of OMB Bulletin No. 93-11)

- 1) Senior Executive Branch Officials
- 2) Senior Federal Officials
- 3) Members of Families of Senior Executive Branch and Senior Federal Officials
- 4) Non-Federal travelers

ARTHUR E. GARY
Print name of designated approving official

Arthur E Gary
Signature

3/16/11
Date

NAME OF PASSENGER	GRADE	HOURLY RATE
Ken Salazar, Secretary of Interior	ES	\$ 107.45
Dan Ashe, Director FWS	GS-13 SES	\$ 58.02
Kendra Barkoff, Staffer	GS-12	\$ 49.03
Tami Heilemann, Staffer	GS-12	\$ 49.03
SGT (b) (6), (b) (7)(C) Security	GS-12	\$ 49.03
Lizzie Marsters, Staffer	GS-9	\$ 33.65
Matthew Daly, Media Reporter		\$ 55.00
TOTAL HOURLY SALARY RATES		\$ 401.21

**ESTIMATED TIME AWAY FROM OFFICE
DOI Charter Aircraft**

March 14, 2011

0800-1200	On Site Meeting in Omaha, NE	4.00 Hrs.
1200-1215	Drive to Omaha A/P (OMA)	0.25 Hrs.
1215-1230	Elapsed time to load plane	0.25 Hrs.
1230-1315	Flight time from Omaha, NE to Kearney, NE	0.75 Hrs.
1315-1330	Elapsed time to unload plane	0.25 Hrs.
1330-1345	Drive to Site Location	0.25 Hrs.
1345-1930	On Site Meetings in Kearney, NE	5.75 Hrs.
1930-1945	Drive to Kearney A/P (EAR)	0.25 Hrs.
1945-2000	Elapsed time to load plane	0.25 Hrs.
2000-2115	Flight time from Kearney, NE to Oklahoma City, OK	1.25 Hrs.
2115-2130	Elapsed time to unload plane	0.25 Hrs.
2130-2145	Drive to hotel	0.25 Hrs.
	RON Oklahoma City	<hr/> 13.75 Hrs.

March 15, 2011

0900-1700	On Site Meetings in Oklahoma City, OK	8.00 Hrs.
1700-1715	Drive to Oklahoma City A/P (OKC)	0.25 Hrs.
1715-1730	Elapsed time to load plane	0.25 Hrs.
1730-1900	Flight time from Oklahoma City, OK to Kansas City, MO	1.50 Hrs.
1900-1915	Elapsed time to unload plane	0.25 Hrs.
1915-1930	Drive to hotel	0.25 Hrs.
	RON Kansas City, MO	<hr/> 10.50 Hrs.

TOTAL HOURS AWAYS FROM OFFICE	24.25
X TOTAL HOURLY SALARY	\$ 401.21
COST OF TOTAL DUTY HOURS AWAY	<hr/> \$ 9,729.34

ESTIMATED TIME AWAY FROM OFFICE

Commercial Airlines

March 14, 2011

0800-1200	On Site Meeting in Omaha, NE	4.00 Hrs.	
1200-1500	Drive from Omaha, NE to Kearney, NE	3.00 Hrs.	<i>No available commercial flights</i>
1500-2045	On Site Meetings in Kearney, NE	5.75 Hrs.	<i>Meeting has to be pushed back froj 1345 to 1500</i>
2045-2100	Drive to hotel	0.75 Hrs.	
	RON Kearney, NE	<u>13.50 Hrs.</u>	<i>Because meeting pushed back RON Kearney</i>

March 15, 2011

0415-0430	Drive to Kearney A/P (EAR)	0.25 Hrs.	
0430-0630	Elapsed time for checkin and wait time	2.00 Hrs.	
0630-1130	Flight time from Kearney, NE to Oklahoma City, OK	5.00 Hrs.	<i>First available flight out is at 0630-1124</i>
1130-1215	Elapsed time unload / baggage claim	0.75 Hrs.	
1215-1230	Drive to Site Visits	0.25 Hrs.	
1230-2030	On Site Meetings in Oklahoma City, OK	8.00 Hrs.	<i>Meeting has to be pushed back from 0900 to 1230</i>
2115-2130	Elapsed time to unload plane	0.25 Hrs.	
2130-2145	Drive to hotel	0.25 Hrs.	
	RON Oklahoma City	<u>16.75 Hrs.</u>	

March 16, 2011

0615-0630	Drive to Oklahoma City A/P (OKC)	0.25 Hrs.	
0630-0830	Elapsed time for checkin and wait time	2.00 Hrs.	
0830-1330	Fligt time from Oklahoma City, OK to Kansas City, MO	5.00 Hrs.	<i>First available flight out is at 0830-1325</i>
1330-1415	Elapsed time to unload plane	0.75 Hrs.	
1415-1430	Drive to Site Visits	0.25 Hrs.	
1430-1930	On Site Meetings in Kansas City, MO	5.00 Hrs.	<i>Meeting has to be pushed back from 0900 to 1430</i>
1930-1945	Drive to hotel	0.25 Hrs.	
	RON Kansas City, MO	<u>13.50 Hrs.</u>	

TOTAL HOURS AWAYS FROM OFFICE	43.75
X TOTAL HOURLY SALARY	\$ 401.21
COST OF TOTAL DUTY HOURS AWAY	<u>\$ 17,552.94</u>

Using commercial airlines can not meet the original meeting schedule as identified in the DOI Charter schedule.

OTHER COSTS USED FOR ANALYSIS

Commercial Airline Costs from Kearney, NE to Oklahoma City, OK	\$ 486.70
7 Passengers	<u>x 7</u>
Total Costs	\$ 3,406.90

Commercial Airline Costs from Oklahoma City, OK to Kansas City, MO	\$ 527.40
8 Passengers	<u>x 7</u>
Total Costs	\$ 3,691.80

Per Diem Costs for Kearney, NE	\$ 123.00
7 People	<u>x 7</u>
Total Per Diem Costs	\$ 861.00

Per Diem Costs for Oklahoma City, OK	\$ 148.00
7 People	<u>x 7</u>
Total Per Diem Costs	\$ 1,036.00

Per Diem Costs for Kansas City, MO	\$ 160.00
7 People	<u>x 7</u>
Total Per Diem Costs	\$ 1,120.00

Logged in user: SHARIL MOULTRIE - Traveler: SHARIL MOULTRIE

Authorization: SMFRESHOCA102210_A01 - TA Number: OR34LA

Screen ID: 1070.2

Logout



PRINT THIS SCREEN

Search Criteria

Search & Select Flights

[Show Search Options](#) [Cancel Current Search](#)

Show T

Price Flights

GSA Contract Fare: N/A Non-Contract Government Fare: Restricted

Select up to 10 flights, then:

Available flights on 03/14/11 from OMA to EAR

Search Filters

Stops: Depart: 0000 - 2359 Depart Arrive

Nonstop Only 0000 2359

Flight Duration: <1 hours 49 hours 1 hours

No Non-Contract Government Fare returned.

[Return To Search](#)

[Request Assistance in Booking Flights](#)

Logged in user: SHARLE MOULTRIE - Traveler: SHARLE MOULTRIE

Authorization: SMFRESHOCA102210_AD1 - TA Number: 0R34LA

Screen ID: 1070.3

Return

PRINT THIS SCREEN

Search Criteria

Search & Select Flights

Show Search Options

Cancel Current Search

Show To

Select Flights to be Saved

Choose Flights

Available flights on 03/14/11 from EAR to OKC

\$486.70 - Government Fare

Fare Rules Show Details

From	Depart
Frontier Airlines	EAR 1657
5004	Mon 14 Mar 11

Arrive
DEN 1721
Mon 14 Mar 11

Flight Length: 1h 24min

Layover at DEN for 1h 49min

From	Depart
Frontier Airlines	DEN 1910
1189	Mon 14 Mar 11

Arrive
OKC 2142
Mon 14 Mar 11

Flight Length: 1h 32min

If travel agent assistance is required, select "Request Assistance in Booking Flight". NOTE: Additional travel agent handling fees may apply.

Request Assistance in Booking Flight

Return To Available Flights

Logged in user: SHARIL MOULTRIE - Traveler: SHARIL MOULTRIE

Authorization: SMFRESNOCA102210_AD1 - TA Number: OR34LA

Screen ID: 1070.3

[Return](#)



[PRINT THIS SCREEN](#)

Search Criteria

Search & Select Flights

[Show Search Options](#) [Cancel Current Search](#)

[Show T](#)

Select Flights to be Saved

Choose Flights

Available Flights on 03-16-11 from OKC to MCI

\$527.40 - Government Fare
[Fare Rules](#) [Show Details](#)

	Depart OKC 0830 Wed 16-Mar-11	Arrive DFW 0935 Wed 16-Mar-11	Flight Length: 1h 05min
	Layover at DFW for 2h 20min		
	Depart DFW 1155 Wed 16-Mar-11	Arrive MCI 1325 Wed 16-Mar-11	Flight Length: 1h 30min

If travel agent assistance is required, select "Request Assistance in Booking Flight". (NOTE: Additional travel agent handling fees may apply.)

[Request Assistance in Booking Flight](#)

[Return To Available Flights](#)

CHARTER

\$12,472

OFFICE OF THE SOLICITOR
CORRESPONDENCE BACKGROUND FORM

Date: April 8, 2011

Nature and Significance of Document: Request for approval of charter aircraft service for official travel on **April 13, 2011** of the Secretary, one SES DOI official (Michael Bromwich, Director BOEMRE) and five non-SES DOI officials (Michael Saucier, Regional Supervisor, BOEMRE GOMR; Matt Lee-Ashley, Communications Director; Melissa Schwartz, Chief of Public Affairs, BOEMRE; Tami Heitemann, Staffer; Sgt. **(b) (6), (b) (7)(C)** Security, Staffer), and three non-federal travellers (Dina Cappiello, Associated Press; David Hammer, *Times-Picayune*; and Jennifer Dlouhy, *Houston Chronicle*) from New Orleans, LA to the Ensco 8501 drill ship at Mississippi Canyon Block 519. The purpose of this travel is to familiarize the Secretary with recent improvements in drilling activities in the Gulf of Mexico Region.

2 EWS/DA
4/11/11
+ At photo
Patrick Samuels

Miss...
Title...

Background: Advance approval/disapproval by the Solicitor or Deputy Solicitor is required by 41 C.F.R. Parts 301-10 and 301-70, and OMB Circular A-126 for travel on other-than-commercial airlines by officials at SES level and above and for all non-federal individuals who are traveling either for official DOI business or on a "space available" basis. The standards for approving official travel vary according to the category of travel: to meet mission requirements; "required use" travel (extraordinary security, communications, or scheduling needs); or other travel for the conduct of DOI business.

The trip documented on the attached form is ordinary ("other") official travel because it involves transportation that is neither to meet mission requirements nor "required use" travel. As such, the use of DOI or charter aircraft may be authorized only when: 1) no commercial service is reasonably available to meet the scheduling or operational needs of the trip; or 2) the actual cost of charter aircraft is not more than commercial service. Reasonable availability is defined as "able to meet your departure and/or arrival requirements within a 24-hour period, unless you demonstrate that extraordinary circumstances require a shorter period." 41 C.F.R. § 301-10.261(a)(1).

As the attached OAS-110 indicates, the cost of service on charter aircraft, not including cost of total duty hours away, is \$12,472. Neither DOI nor commercial aircraft service is available for this flight. Because use of charter aircraft is the only means of meeting the operational and scheduling needs of this trip, this travel may be approved.

Your approval of this travel is requested. The applicable criteria are met for approval of this travel. **PLEASE INDICATE YOUR APPROVAL ON THE ATTACHED OAS-110 FORM.**

Contact and telephone number:
Jennifer Heindl 202-208-7094

Surname

Due Date: ASAP

Tim Murphy *Tim Murphy* 4/8/11

TRAVEL COST ANALYSIS

Justification for use of Government aircraft for travel:

A. BASIC DATA:

Dates and time of required times(s) at Temporary Duty Station(s) (TDS):
 Location MC 519 Date 4/13/2011 Hours Required to be on site 0900 to 1430
 Location _____ Date _____ Hours Required to be on site _____ to _____
 Location _____ Date _____ Hours Required to be on site _____ to _____

Manifest (only persons required to at TDS):

<u>Name</u>	<u>Hourly Salary</u>
<u>Ken Salazar</u>	\$ _____
<u>Michael Bromwich</u>	_____
<u>Michael Saucier</u>	60.00
<u>Matt Lee-Ashley</u>	_____

Annual Salary + 2087 x 1.20 =
Hourly Salary Rate

Note: 1.20 covers average Fringe Benefits, Retirement, Health & Life Insurance, Medicare, Other Fringes. The 1.20 does not include COLA for Alaska-based employees. Add an additional .25.

TOTAL Hours Cost of All Required Travelers \$ 60.00

(Continue on attached sheet if needed)

B. COST COMPARISON:

1. **Commercial Airline Costs to meet the required TDS locations and times.** \$ N/A
Individual ticket cost x # of required travelers.
 • Cost of total duty hours away from office or regular duty station to meet commercial airline schedule. _____
 • Cost of required per diem and ground transportation. _____

TOTAL Cost by commercial transportation \$ N/A

2. **Leased, Contract, or Rental Aircraft.** \$ 5,272.50
 1. Flight Hours x flight hour costs _____
 2. Cost of total duty hours away from office or regular duty station. _____
 3. Cost of required per diem and ground transportation. _____
 4. Any additional aircraft or crew costs not included in above hourly rate, i.e., standby charges, tie down fees, overnight parking, extra Crew, etc. 7,200.00

TOTAL Cost by Lease, Contract, or Rental Aircraft. \$ 12,472.50

3. **DOI Operated Aircraft** – identify specific aircraft: _____ \$ _____
 • Flight hours required x variable flight hour cost. _____
 • Cost of total duty hours away from office or regular duty station. _____
 • Cost of required per diem and ground transportation. _____
 • Any additional costs to be incurred that are not included in the above flight hour rate. Variable cost of crew, as defined on page 1 of OMB Circular A-126. Attachment B, if not included in the flight hour rate. (Do not include pilot costs here if pilot is one of the Government officials required to meet or perform duties at the TDY location.) _____
 • Fuel costs, if not included in the above flight hour rate. Any additional aircraft costs not in the above flight hour rate, i.e., tie down fees, overnight parking, etc. _____

TOTAL Cost by DOI Fleet Aircraft. \$ N/A

C. MOST COST EFFECTIVE METHOD:

- Commercial
- Lease, Contract or Rental – N# S76 Pilot/Crew _____
Purpose other travel
- DOI Fleet -----N# _____ Pilot/Crew _____
Purpose _____

REMARKS: (Must be completed if other than most-cost-effective method is chosen.)

Purpose of Trip: To familiarize the individuals with the recent improvements in drilling activities in the GOMR.

Justification: No commercial airlines or DIO operated aircraft are available to perform such missions.

Brad Laubach 4-9-11
Brad Laubach, BOEMRE National Aviation Manager

D. GENERAL APPROVAL REQUIREMENTS FOR TRAVEL ON GOVERNMENT AIRCRAFT:

Robert P. LaBelle _____
Print name of designated approving official Signature Date
ADDEMM (acting)

E. SPECIAL APPROVAL REQUIREMENTS FOR REQUIRED USE TRAVEL: (See para. 11.b page 6 of OMB Circular A-126)

Print name of designated approving official Signature Date

F. SPECIAL APPROVAL REQUIREMENTS FOR USE OF GOVERNMENT AIRCRAFT FOR TRAVEL BY THE FOLLOWING CATEGORIES OF PEOPLE: (See para. 11.c. page 7 of OMB Circular A-126 and paragraph a., page 3-1 of OMB Bulletin No. 93-11)

1. Senior Executive Branch Officials
2. Senior Federal Officials
3. Members of Families of Senior Executive Branch and Senior Federal Officials
4. Non-Federal travelers

ARTHUR E. GARM _____ Arthur E. Garm _____ 4/8/16
Print name of designated approving official Signature Date

Manifest continued:

Name	Hourly Salary
Melissa Schwartz	\$ _____
Tami Heilemann	_____
Sgt. (b) (6), (b) (7)(C)	_____
Dina Cappiello <i>Tilghman</i>	_____
David Hammer	_____
Jennifer Dlouhy	_____
<i>Patrick Semantky /</i>	_____
Details for B.2.1:	_____
3 hours of flight time	_____
Flight time * \$1,757.50 = \$5,272.50	_____
_____	_____
_____	_____
_____	_____
_____	_____
TOTAL Hours Cost of All Required Travelers:	\$ <u>60.00</u>



United States Department of the Interior

BUREAU OF OCEAN ENERGY
MANAGEMENT, REGULATION AND ENFORCEMENT

Gulf of Mexico OCS Region
1201 Elmwood Park Boulevard
New Orleans, Louisiana 70123-2394

In Reply Refer To: MS 5200

APR 07 2011

Memorandum

To: Acting Associate Director for Offshore Energy and Minerals Management (MS 4230)

From: Regional Director, Gulf of Mexico OCS Region

Subject: Secretary Salazar's Offshore Trip

In accordance with the instructions in the Director's memorandum of May 23, 2000, on Utilization of Noncommercial and Nonscheduled Commercial Aircraft, I am requesting your approval to transport the following individuals offshore on Wednesday, April 13, 2011:

- Ken Salazar - Secretary of the Interior
- Michael Bromwich - Director, BOEMRE
- Michael Saucier - Regional Supervisor, BOEMRE GOMR
- DOI Photographer
- Secretary's Protection Detail
- Matt Lee-Ashley - Communications Director, DOI
- Melissa Schwartz - Chief of Public Affairs, BOEMRE
- Dina Cappiello, Associated Press
- David Hammer, Times-Picayune
- Jennifer Dlouhy, Houston Chronicle

They will be utilizing an MMS S-76C++ medium twin helicopter. They will be flying to the *Enco 8501* drill ship working for Noble Energy at Mississippi Canyon Block 519.

This trip is to familiarize the individuals listed above with the recent improvements in drilling activities in the Gulf of Mexico.


Lars Herbst

Approved:

Acting Associate Director for Offshore Energy and
Minerals Management

Date

Senior Federal Travel Form
(See Instructions on Reverse)

Interagency Report Control Form
0322-GSA-AN

Agency Contact Data

1 Department/Agency Department of the Interior	2 Bureau/Office/Service BOEMRE
3a Contact Name Jane S. Powers	3b Contact Title Regional Aviation Manager, GOM
3c Contact Phone Number (504) 736-2558	3d Contact Fax Number (504) 736-2426

Aircraft Data

4 Aircraft Registration Number	5 Aircraft Serial Number	
6 Aircraft Make/Model S76	7 Purpose of Flight M	8 Flight Number
9 Variable Cost per hour:	10 Charter Quote: \$	

Flight Legs and Dates

Dept Leg	1	2	3	4	5	6	7	8	9
11a Icao	MSY	MC519							
11b Date	4/13/11	4/13/11							
11c Time	0730	1430							
Arrival Leg	1	2	3	4	5	6	7	8	9
11d Icao	MC519	MSY							
11e Date	4/13/11	4/13/11							
11f Time	0900	1600							
12 Hours	1:30	1:30							
13 Pax No.	10	10							

Passenger Data

14 Passenger Name		15 Pax Dept/Agency	16 Pax Status	17 Purp of Travel	18 Legs		19 Costs			20 Reimburse Amount
Last	First				On	Off	19a Govt	19b Charter	19c Carrier	
Salazar	K	DOI	E	3B	2	0				
Bromwich	M	BOEM	E	3B	2	0				
Saucier	M	BOEM	O	3B	2	0				
Lee-Ashley	M	DOI	O	3B	2	0				
Schwartz	M	BOEM	O	3B	2	0				
Cappiello	D	BOEM	N	3B	2	0				
Dloughy	J	BOEM	N	3B	2	0				
Heilemann	T	DOI	O	3B	2	0				

GS 3641 continued

#14 - 18

(b) (6), (b) (7)(C)

David Hammer

DOI	O	3B	2	0
BOEM	N	3B	2	0

Instructions for Senior Federal Travel Data Form

1. Department/Agency - The Federal Department or independent agency not assigned to a Department.
2. Bureau/Office/Service - Unit within a Department or agency (including offices and services) which dispatched the flight.
- 3a. Contact Name - The name of person scheduling the flight.
- 3b. Contact Title - The official title of the person scheduling flight.
- 3c-d. Telephone and FAX Numbers - Telephone numbers for the Contact person.
4. Aircraft Registration Number - FAA registration number or military designated tail number.
5. Serial Number - The aircraft manufacturer's serial number as reported to the Federal Aviation Administration (optional).
6. Aircraft Make/Model - The descriptive name of the aircraft.
- M = Flight is scheduled to conduct an agency mission. Such activities include the transport of troops and/or equipment, training, evacuation, intelligence and counter-narcotics activities, search and etc. (See Title 49 CFR Part 101-37.100).
- R = Required Use. Use of Government aircraft is required for bona fide communications, security needs, or exceptional scheduling requirements.
- T = Other Official Travel. Flight is scheduled for transportation of personnel on official travel other than Mission or
8. Flight Number - An optional agency-designated number. (*optional)
9. Variable Cost/Hour - The cost of operating aircraft that vary depending on how much the aircraft are used. (*optional)
10. Charter Quote - The cost quoted by an FAA approved charter operator (vendor) for the planned flight.
- 11a. Location (departure) - The airport name for the initial departure point of the aircraft.
- 11b-c. Date and Time - Date (month-day-year) and time of the departure (24-hour format) for first leg of the flight.
- 11d. Location (arrival) - The airport name for the initial arrival point of the aircraft.
- 11e-f. Date and Time - Date (month-day-year) and time of arrival (24-hour format) for first leg of the flight.
12. Hours - The flight time recorded by the pilot for the leg. (*optional)
13. Pax - Total number of passengers transported for this leg. (*optional)
14. Passenger's Name - The name of the identified traveler, last name first, first name last.
15. Department/Agency - The passenger's Department/agency, or bureau, or in cases of dependents, the unit for which the relative works, or in cases of non-Federal travelers, the unit which approved their passage on the flight.
16. Status Code - A one letter code identifying the type of traveler being reported. The codes are:

C = Contractor	N = Non-Federal official	D = Dependent
O = Other Official Traveler (employee)	E = Senior Executive Branch official	S = Senior Federal official
M = Military		
17. Purpose of Travel - A two-character alphanumeric code identifying the reason the passenger is traveling.

"Mission Requirement". Activities that constitute the discharge of an agency's official responsibilities. Such activities include, but are not limited to, the transport and/or equipment, training, evacuation (including medical evacuation), intelligence and counter-narcotics activities, search and rescue, etceteras.

 - 1E = Emergency means an unexpected, serious occurrence or situation urgently requiring prompt action.
 - 1O = Operational
 - 1T = Training

"Required Use". Use of a Government aircraft for the travel of an Executive agency officer or employee to meet bona fide communications or security requirements of the agency or exceptional scheduling requirements.

 - 2B = Business Only
 - 2C = Combined Business and Personal or Political (Reimbursable category)
 - 2W = Wholly Personal or Political (Reimbursable category)

"Other Official Travel". Travel is for official business other than Mission or Required Use.

 - 3B = Business Only
 - 3C = Combined Business and Political (Reimbursable category)

"Space Available". Travel other than for the conduct of agency business; using aircraft capacity that is already scheduled for use for an official purpose but would otherwise be unused.

 - 4S = Space Available (Reimbursable category)
18. Leg On and Leg Off - The airport name at which a passenger boarded and departed the flight.
- 19a. Government Cost - The appropriate share of the full operating cost of the aircraft allocated to the traveler.
- 19b. Charter Cost - The appropriate share of the full charter cost quoted by an FAA approved vendor for the planned flight.
- 19c. Commercial Cost - The corresponding commercial cost had the traveler used scheduled airline service.
20. Reimbursement Amount - The amount required to be reimbursed to the Government for the flight, if applicable.

*Optional field supporting the automated calculations in block 19.

GSA FORM 3641 (8-95) BACK

CHARTER

\$7,658

**OFFICE OF THE SOLICITOR
CORRESPONDENCE BACKGROUND FORM**

Date: April 14, 2011

Nature and Significance of Document: Request for approval of charter aircraft service for official travel on **April 16, 2011** of the Secretary, three SES DOI officials (William Shafroth, Assistant Secretary- Fish and Wildlife; Jon Jarvis, Director, NPS; Robert Stanton, Special Assistant to the Secretary) and four non-SES DOI officials (Tami Heilemann, Staffer; Sgt. (b) (6), (b) (7)(C) Security; Lizzie Marsters, Staffer; Kate Kelly, Deputy Communications Director) from Little Rock, AR, to Hope, AR to Dallas, TX. The purpose of this travel is to attend the dedication of the NPS facility at the President Bill Clinton Home. Only the Little Rock to Hope to Dallas leg of trip requires use of a chartered aircraft. The rest of the travel will be by commercial air service.

Background: Advance approval/disapproval by the Solicitor or Deputy Solicitor is required by 41 C.F.R. Parts 301-10 and 301-70, and OMB Circular A-126 for travel on other-than-commercial airlines by officials at SES level and above and for all non-federal individuals who are traveling either for official DOI business or on a "space available" basis. The standards for approving official travel vary according to the category of travel: to meet mission requirements; "required use" travel (extraordinary security, communications, or scheduling needs); or other travel for the conduct of DOI business.

The trip documented on the attached form is ordinary ("other") official travel because it involves transportation that is neither to meet mission requirements nor "required use" travel. As such, the use of DOI or charter aircraft may be authorized only when: 1) no commercial service is reasonably available to meet the scheduling or operational needs of the trip; or 2) the actual cost of charter aircraft is not more than commercial service. Reasonable availability is defined as "able to meet your departure and/or arrival requirements within a 24-hour period, unless you demonstrate that extraordinary circumstances require a shorter period." 41 C.F.R. § 301-10.261(a)(1).

As the attached OAS-110 indicates, the cost of service on charter aircraft, not including cost of total duty hours away, is \$5,994. Neither DOI nor commercial aircraft service is available for this flight. Additionally, alternative routing, using only commercial airline service from AR to Washington, DC, would necessitate an overnight stay in Little Rock, AR. The cost of the overnight stay (lodging, M&IE, additional duty hours away) would make this option more expensive than the current itinerary using a charter flight from Little Rock AR to Hope, AR to Dallas, TX, plus commercial service from Dallas to Washington, D.C. (see attached calculation). Because use of charter aircraft is the only means of meeting the operational and scheduling needs of this trip, this travel may be approved.

Your approval of this travel is requested. The applicable criteria are met for approval of this travel. **PLEASE INDICATE YOUR APPROVAL ON THE ATTACHED OAS-110 FORM.**

Contact and telephone number:
Jennifer Heindl 202-208-7094

Surname

Due Date: ASAP

Tim Murphy

Murphy 4/15/11

Travel on April 16

Charter from Little Rock to Hope to Dallas=	\$7,658
Dallas to BWI (city pair)= 294 x 7=	<u>\$2,058</u>
	\$9,716 total travel cost

Travel on April 17
(one night in Little Rock, AR)

Lodging for one night	88x7=	\$ 616
M&IE (2/3 rate for day arriving and day leaving= \$40)	40x7=	\$ 280
Little Rock to BWI (city pair)	299x 7=	\$2,093
Cost of additional duty hours away relative to April 16 return		<u>\$7,385</u>
		\$10,374 total travel cost

*Robert Stachem
will ~~not~~ not
use on 2nd leg*

TRAVEL COST ANALYSIS

Justification for use of a Government aircraft for travel:

A. BASIC DATA:

Dates and time of required time(s) at Temporary Duty Station(s) (TDS):

Location	Hope, AR	Date	4/16/2011	Hours required to be on site	1300	to	1500
Location		Date		Hours required to be on site		to	
Location		Date		Hours required to be on site		to	

Manifest (only persons required to be at TDS):

<u>Name</u>	<u>Hourly Salary</u>
SEE ATTACHED LIST FOR DETAILS	\$527.53
TOTAL Hours Cost of All Required Travelers	\$ 527.53

Annual Salary ÷ 2087 hours x 1.20 =
Hourly Salary Rate

NOTE: 1.20 covers average Fringe Benefits, Retirement, Health & Life Insurance, Medicare, other Fringes. The 1.20 does not include COLA; for Alaska-based employees, add the applicable additional %.

(Continue on attached sheet if needed)

B. COST COMPARISON:

1. <u>Commercial Airline Costs to meet the required TDS locations and times. Individual ticket cost x number of required travelers.</u>	\$	
• Cost of total duty hours away from office or regular duty station to meet the commercial airline schedule.		
• Cost of required per diem and ground transportation.		
TOTAL Cost by commercial transportation	\$	0.00
2. <u>Leased, Contract, or Rental Aircraft.</u>		
1. Flight hours x flight hour costs	\$	6,732.00
2. Cost of total duty hours away from office or regular duty station		0.00
3. Cost of required per diem and ground transportation		0.00
4. Any additional aircraft or crew costs not included in above hourly rate, i.e., standby charges, tiedown fees, overnight parking, extra crew, etc.		926.00
TOTAL Cost by Lease, Contract, or Rental aircraft.	\$	7,658.00
3. <u>DOI-Operated Aircraft</u> – identify specific aircraft: <u>None Available</u>		
• Flight hours required x variable flight hour cost.	\$	
• Cost of total duty hours away from office or regular duty station.		
• Cost of required per diem and ground transportation.		
• Any additional costs to be incurred that are not included in the above flight hour rate. Variable cost of crew, as defined on page 1 of OMB Circular A-126, Attachment B, if not included in the flight hour rate. (Do not include pilot costs here if the pilot is one of the Government officials required to meet or perform duties at the TDY location.)		0.00
• Fuel costs, if not included in above flight hour rate. Any additional aircraft costs not in the above flight hour rate, i.e., tiedown fees, overnight parking, et.		0.00
TOTAL COST by DOI Fleet aircraft.	\$	0.00

C. MOST COST EFFECTIVE METHOD:

Commercial 550SJ Bob Sommerville (PIC) Ben Giddens (SIC)
 Lease, Contract or Rental - N# _____ Pilot/Crew _____

SEE REMARKS

Purpose _____

DOI Fleet -----N# _____ Pilot/Crew _____

Purpose _____

REMARKS: (Must be completed if other than most-cost-effective method is chosen.)

Request for approval to utilize a DOI Charter aircraft to transport Secretary of Interior Ken Salazar and his team (see attached list) from Hope, AR to Dallas, TX. Team needs to be in Dallas to catch a 1830 flight bound for Washington DC. Dallas, TX is the closet commercial airport that has a late flight that can get the team back to Washington DC the same day (April 16th).

The closet commercial airport to Hope, AR is Little Rock, AR. The last available flight out of Little Rock is 1535 hrs. Team would not be able to meet this schedule and would be required to overnight to catch the first available flight out of Little Rock at 0805 hrs April 17th. Flight would arrive in DC at 1230 hrs. The difference in salaries (time away from office) is 14 hrs. This is calculated as:

Team lands in DC at 2230 hrs April 16th flying out of Dallas, TX
 Teams land in DC at 1230 hrs April 17th flying out of Little Rock, AR.

This is a total of \$7385.42 in salaries. Total cost of charter aircraft to get team to Dallas, TX is \$5994.25. The charter aircraft cost is cheaper to fly the team to Dallas, TX to catch commercial flight than to keep team overnight to catch commercial flight out of Little Rock. Therefore request approval based upon best value to the government.

Additionally, no DOI Chartered aircraft were available, therefore was not considered in this cost analysis.

D. GENERAL APPROVAL REQUIREMENTS FOR TRAVEL ON GOVERNMENT AIRCRAFT:

 Print name of designated approving official Signature Date

E. SPECIAL APPROVAL REQUIREMENTS FOR REQUIRED USE TRAVEL: (See paragraph 11.b. page 6 of OMB Circular A-126)

 Print name of designated approving official Signature Date

F. SPECIAL APPROVAL REQUIREMENTS FOR USE OF GOVERNMENT AIRCRAFT FOR TRAVEL BY THE FOLLOWING CATEGORIES OF PEOPLE:
 (See paragraph 11.c. page 7 of OMB Circular A-126 and paragraph a., page 3-1 of OMB Bulletin No. 93-11)

- 1) Senior Executive Branch Officials
- 2) Senior Federal Officials
- 3) Members of Families of Senior Executive Branch and Senior Federal Officials
- 4) Non-Federal travelers

ARTHUR E. GARY Arthur E. Gary 4/14/11
 Print name of designated approving official Signature Date

PASSENGER MANIFEST

NAME	TITLE	GRADE	PAY
Secretary Ken Salazar	Secretary of Interior	ES	103.67
William Shaffroth	Assistant Secretary	SES	89.07
Jon Jarvis	Director of National Park Service	SES	89.07
Lizzier Marsters	Special Asst. to the Secretary	GS-15	80.65
SGT (b) (6), (b) (7)(C)	Security Staff	GS-12	49.03
Tami Heilman	Staff Assistant	GS-13	58.02
Kate Kelly	Deputy Communications Director	GS-13	<u>58.02</u>
			527.53

Logged in user: SHARIL MOULTRIE - Traveler: SHARIL MOULTRIE

Authorization: SMHOPEAR041611_AD1 - TA Number: ORIUPX

Screen ID: 1070.3

[Return](#)

Search Criteria

[PRINT THIS SCREEN](#)

Search & Select Flights

[Show Search Options](#)

[Cancel Current Search](#)

[Show Tr](#)

Search Available

Select Flights to be Saved

Choose Flights

Available Flights on 04/17/11 from LIT to BWI

\$320.40 - GSA City Pair

[Fare Rules](#) / [Show Details](#)



Southwest
Airlines
138

Depart
LIT 0805
Sun 17-Apr-11

Arrive
STL 0915
Sun 17-Apr-11

Flight Length: 1h 10min

Layover at STL for 0h 40min



Southwest
Airlines
1530

Depart
STL 0955
Sun 17-Apr-11

Arrive
BWI 1255
Sun 17-Apr-11

Flight Length: 2h 00min

If travel agent assistance is required, select "Request Assistance in Booking Flight". NOTE: Additional travel agent handling fees may apply.

[Request Assistance in Booking Flight](#)

[Return To Available Flights](#)

CHARTER

\$35,252

OFFICE OF THE SOLICITOR
CORRESPONDENCE BACKGROUND FORM

Date: April 26, 2011

Nature and Significance of Document: Request for approval of charter aircraft service for official travel on **April 27-29, 2011** of the Secretary, four DOI SES officials (Matt Lee-Ashley, Deputy Chief of Staff; Steve Doherty, NW Region Senior Advisor; Ed Shepard, BLM Regional Director; Steve Guertin, FWS Regional Director), six DOI non-SES employees (b) (6), (b) (7)(C) Security; Nick Teague, BLM Outdoor Recreation Planner; Matt Christianson, staffer; Jenny Sarabia, staffer; Harris Hoistad, FWS Project Manager; Kurt Foreman, FWS State Biologist) and one non-federal employee (Melinda Salazar, on Seattle-Olympia-Anacortes-Seattle leg only) from Seattle, WA to Olympia, WA, to Anacortes, WA to Seattle, WA to Boise, ID to Sioux Falls, SD to Highmore, SD to Minneapolis, MN. The purpose of this travel is to participate in meetings with state and federal officials and stakeholders at various sites (see agenda for details).

space available
- will pay
expense
by coach fare

Background: Advance approval/disapproval by the Solicitor or Deputy Solicitor is required by 41 C.F.R. Parts 301-10 and 301-70, and OMB Circular A-126 for travel on other-than-commercial airlines by officials at SES level and above and for all non-federal individuals who are traveling either for official DOI business or on a "space available" basis. The standards for approving official travel vary according to the category of travel: to meet mission requirements; "required use" travel (extraordinary security, communications, or scheduling needs); or other travel for the conduct of DOI business.

The trip documented on the attached form is ordinary ("other") official travel because it involves transportation that is neither to meet mission requirements nor "required use" travel. As such, the use of DOI or charter aircraft may be authorized only when: 1) no commercial service is reasonably available to meet the scheduling or operational needs of the trip; or 2) the actual cost of charter aircraft is not more than commercial service. Reasonable availability is defined as "able to meet your departure and/or arrival requirements within a 24-hour period, unless you demonstrate that extraordinary circumstances require a shorter period." 41 C.F.R. § 301-10.261(a)(1). DOI aircraft service is not available for this trip.

As the attached OAS-110 indicates, charter aircraft service, including cost of total duty hours away, is \$35,252. Commercial aircraft service, including cost of total duty hours away, is \$39,948. Because use of charter aircraft is the most cost effective means of meeting the operational and scheduling needs of this trip, this travel may be approved.

Your approval of this travel is requested. The applicable criteria are met for approval of this travel. **PLEASE INDICATE YOUR APPROVAL ON THE ATTACHED OAS-110 FORM.**

Contact and telephone number:
Jennifer Heindl 202-208-7094

Surname

Due Date: ASAP

Tim Murphy

Murphy 4/26/11

TRAVEL COST ANALYSIS

Justification for use of a Government aircraft for travel:

A. BASIC DATA:

Dates and time of required time(s) at Temporary Duty Station(s) (TDS):

Location	<u>See separate attachment</u>	Date	_____	Hours required to be on site	_____ to _____
Location	_____	Date	_____	Hours required to be on site	_____ to _____
Location	_____	Date	_____	Hours required to be on site	_____ to _____

Manifest (only persons required to be at TDS):

<u>Name</u>	<u>Hourly Salary</u>
<u>See separate attachment for detail listing</u>	\$0.00
_____	\$0.00
_____	\$0.00
_____	\$0.00
TOTAL Hours Cost of All Required Travelers	\$ 0.00

Annual Salary ÷ 2087 hours x 1.20 = Hourly Salary Rate

NOTE: 1.20 covers average Fringe Benefits, Retirement, Health & Life Insurance, Medicare, other Fringes. The 1.20 does not include COLA; for Alaska-based employees, add the applicable additional %.

(Continue on attached sheet if needed)

B. COST COMPARISON:

1. <u>Commercial Airline Costs to meet the required TDS locations and times.</u> Individual ticket cost x number of required travelers.	\$	5,426.40
• Cost of total duty hours away from office or regular duty station to meet the commercial airline schedule.		32,281.78
• Cost of required per diem and ground transportation.		2,240.00
TOTAL Cost by commercial transportation	\$	39,948.18
2. <u>Leased, Contract, or Rental Aircraft:</u>		
1. Flight hours x flight hour costs	\$	17,420.00
2. Cost of total duty hours away from office or regular duty station		12,779.47
3. Cost of required per diem and ground transportation		984.00
4. Any additional aircraft or crew costs not included in above hourly rate, i.e., standby charges, tiedown fees, overnight parking, extra crew, etc.		4,069.00
TOTAL Cost by Lease, Contract, or Rental aircraft.	\$	35,252.47
3. <u>DOI-Operated Aircraft</u> - identify specific aircraft: _____ ^{w/A}		
• Flight hours required x variable flight hour cost.	\$	0.00
• Cost of total duty hours away from office or regular duty station.		0.00
• Cost of required per diem and ground transportation.		0.00
• Any additional costs to be incurred that are not included in the above flight hour rate. Variable cost of crew, as defined on page 1 of OMB Circular A-126, Attachment B, if not included in the flight hour rate. (Do not include pilot costs here if the pilot is one of the Government officials required to meet or perform duties at the TDY location.)		0.00
• Fuel costs, if not included in above flight hour rate. Any additional aircraft costs not in the above flight hour rate, i.e., tiedown fees, overnight parking, et.		0.00
TOTAL COST by DOI Fleet aircraft.	\$	0.00

C. MOST COST EFFECTIVE METHOD:

Commercial 127GA THOMAS KREY (PIC) ERIC GRISWOLD (SIC)
 Lease, Contract or Rental - N# _____ Pilot/Crew _____
Purpose SEE ATTACHED AGENDA
 DOI Fleet -----N# _____ Pilot/Crew _____
Purpose _____

REMARKS: (Must be completed if other than most-cost-effective method is chosen.)

Request for approval of DOI Charter Aircraft to transport Secretary Salazar and various personnel on April 27-29, 2011 (see attachment for listing of personnel) between various sites in WA, ID and SD.

The purpose of the trip: See attached agenda.

Commercial airline would require proposed schedule to be expanded two additional days to meet common carrier flight schedule. Most cost-effective method chosen, therefore no further justification needed.

D. GENERAL APPROVAL REQUIREMENTS FOR TRAVEL ON GOVERNMENT AIRCRAFT:

Print name of designated approving official Signature Date

E. SPECIAL APPROVAL REQUIREMENTS FOR REQUIRED USE TRAVEL: (See paragraph 11.b. page 6 of OMB Circular A-126)

Print name of designated approving official Signature Date

F. SPECIAL APPROVAL REQUIREMENTS FOR USE OF GOVERNMENT AIRCRAFT FOR TRAVEL BY THE FOLLOWING CATEGORIES OF PEOPLE:
(See paragraph 11.c. page 7 of OMB Circular A-126 and paragraph a., page 3-1 of OMB Bulletin No. 93-11)

- 1) Senior Executive Branch Officials
- 2) Senior Federal Officials
- 3) Members of Families of Senior Executive Branch and Senior Federal Officials
- 4) Non-Federal travelers

** one leg only; one individual
space available; reimbursed*

ARTHUR E. GRAY Arthur E Gray 4/26/11
Print name of designated approving official Signature Date

AMD 110 - SECTION A BASIC DATA

LOCATION SITES	DATES	HOURS ON SITE
OLYMPIA, WA	27-Apr-11	0900-1030
ANACORTES, WA	27-Apr-11	1230-1400
SEATTLE, WA	27-Apr-11	1500-1515
BOISE, ID	28-Apr-11	0900-1530
SIOUX FALLS, SD	29-Apr-11	0800-1000
HIGHMORE, SD	29-Apr-11	1200-1500

EMPLOYEES	GRADE	HOURLY RATE
WEDNESDAY, APRIL 27TH		
KEN SALAZAR, SECRETARY OF INTERIOR	ES	\$103.67
(b) (6), (b) (7)(C) SECURITY STAFF	GS-13	\$57.23
MATT LEE-ASHLEY, CONGRESSIONAL STAFFER	SES	\$89.96
STEVE DOHERTY,	SES	\$89.96
ED SHEPARD,	SES	\$89.96
NICK TEAGUE,	GS-12	\$49.03
MATT CHRISTENSEN,	GS-13	\$57.23
MELINDA SALAZAR		\$0.00
		<u>\$537.04</u>

THURSDAY, APRIL 28TH		
KEN SALAZAR, SECRETARY OF INTERIOR	ES	\$103.67
(b) (6), (b) (7)(C) SECURITY STAFF	GS-13	\$57.23
MATT LEE-ASHLEY, CONGRESSIONAL STAFFER	SES	\$89.96
JENNY SARABIA, <i>Staff</i>	GS-13	\$57.23
		<u>\$308.09</u>

FRIDAY, APRIL 29TH		
KEN SALAZAR, SECRETARY OF INTERIOR	ES	\$103.67
(b) (6), (b) (7)(C) SECURITY STAFF	GS-13	\$57.23
MATT LEE-ASHLEY, CONGRESSIONAL STAFFER	SES	\$89.96
STEVE GUERTIN, FWS REGIONAL DIRECTOR	SES	\$89.96
HARRIS HOISTAD, FWS PROJECT MANAGER	GS-14	\$68.55
KURT FOREMAN, FWS STATE BIOLOGIST	GS-13	\$57.23
JENNY SARABIA, <i>Staff</i>	GS-13	\$57.23
		<u>\$523.83</u>

**ESTIMATED TIME AWAY FROM OFFICE
DOI Charter Aircraft**

April 27, 2011

0745-0800	Depart Hotel Seattle, WA drive to Airport	0.25 Hrs.
0800-0815	Elapsed time to load plane	0.25 Hrs.
0815-0835	Flight time from Seattle, WA to Olympia, WA	0.25 Hrs.
0835-0850	Elapsed time to unload plane	0.25 Hrs.
0850-0900	Drive to Site Visit Olympia, WA	0.25 Hrs.
0900-1030	Site Visit - Olympia, WA	1.50 Hrs.
1030-1045	Drive to Olympia, WA Airport	0.25 Hrs.
1045-1100	Elapsed time to load plane	0.25 Hrs.
1100-1200	Flight time from Olympia, WA to Anacortez, WA <i>(Includes Aerial Tour)</i>	0.25 Hrs.
1200-1215	Elapsed time to unload plane	0.25 Hrs.
1215-1230	Drive to Site Visit Anacortez, WA	0.25 Hrs.
1230-1400	Site Visit - Anacortez, WA	1.50 Hrs.
1400-1415	Drive to Anacortez, WA Airport	0.25 Hrs.
1415-1430	Elapsed time to load plane	0.25 Hrs.
1430-1500	Flight time from Anacortez, WA to Seattle, WA	0.50 Hrs.
1500-1515	Elapsed time to unload plane	0.25 Hrs.
1515-1530	Site Visit - Seattle, WA <i>(Press Time at Airport)</i>	0.25 Hrs.
1530 CST-1945 MST	Flight time from Seattle, WA to Boise, ID	1.50 Hrs.
1945-2000	Drive to hotel	0.25 Hrs.
	RON BOISE, ID	<hr/> 8.75 Hrs.

April 28, 2011

0845-0900	Depart Hotel Boise, ID drive to NIFC	0.25 Hrs.
0900-1515	Site Visit - Boise, ID	6.25 Hrs.
1515-1530	Elapsed time to load plane	0.25 Hrs.
1530 MST - 1945 CST	Flight time from Boise, ID to Sioux Falls, SD	3.25 Hrs.
1945 - 2000	Elapsed time to unload plane	0.25 Hrs.
2000-2015	Drive to hotel	0.25 Hrs.
	RON SIOUX FALLS, SD	<hr/> 10.50 Hrs.

April 29, 2011

0745-0800	Depart Hotel Sioux Falls drive to site visit	0.25 Hrs.
0800-1000	Site Visit - Sioux Falls, SD	2.00 Hrs.
1000-1015	Drive to Sioux Falls, SD Airport	0.25 Hrs.
1015-1030	Elapsed time to load plane	0.25 Hrs.
1030-1130	Flight time from Sioux Falls, SD to Highmore, SD <i>(Includes Aerial Tour)</i>	1.00 Hrs.
1130-1145	Elapsed time to unload plane	0.25 Hrs.
1145-1200	Drive to Site Visit	0.25 Hrs.
1200-1500	Site Visit - Highmore, SD	3.00 Hrs.
1500-1515	Drive to Highmore, SD Airport	0.25 Hrs.
1515-1530	Elapsed time to load plane	0.25 Hrs.
1530-1645	Flight time from Highmore, SD to Minneapolis, MN	1.25 Hrs.
1645-1700	Elapsed time to unload plane	0.25 Hrs.
		<hr/> 9.25 Hrs.

APRIL 27 - TOTAL COSTS OF HOURS AWAY FROM OFFICE	\$4,699.10
APRIL 28 - TOTAL COSTS OF HOURS AWAY FROM OFFICE	\$3,234.95
APRIL 29 - TOTAL COSTS OF HOURS AWAY FROM OFFICE	\$4,845.43
GRAND TOTAL COSTS OF HOURS AWAY FROM OFFICE	<hr/> \$12,779.47

ESTIMATED TIME AWAY FROM OFFICE
DOI Charter Aircraft

April 27, 2011

0745-0900	Depart Hotel Seattle, WA drive to Olympia, WA	1.25 Hrs.
0900-1030	Site Visit - Olympia, WA	1.50 Hrs.
1030-1315	Drive to Anacortez, WA	2.75 Hrs.
1315-1445	Site Visit - Anacortez, WA (Can not meet original 1230 schedule)	1.50 Hrs.
1445-1615	Drive to Seattle, WA	1.50 Hrs.
1615-1630	Site Visit - Seattle, WA (Press Time at Airport)	0.25 Hrs.
1630-1830	Check-In, Wait Time, Etc.	2.00 Hrs.
1830 CST-2215 MST	Flight time from Seattle, WA to Boise, ID	3.25 Hrs. <i>First Available Flight After 1830</i>
2215-2300	Baggage Claim, Car Pickup, Etc	0.75 Hrs.
2300-2315	Drive to hotel	0.25 Hrs.
	RON BOISE, ID	<hr/> 15.00 Hrs.

April 28, 2011

0845-0900	Depart Hotel Boise, ID drive to NIFC	0.25 Hrs.
0900-1515	Site Visit - Boise, ID	6.25 Hrs.
1515-1530	Drive to Hotel - Wait for next flight out in morning	0.25 Hrs. <i>Last Available Flight to Sioux Falls is 1539.</i>
1530-0600	Wait for next flight out in morning	14.50 Hrs. <i>Can not make schedule. Will need to take</i>
	RON BOISE, ID	<hr/> 21.25 Hrs. <i>first flight out next morning at 0600.</i>

April 29, 2011

0745-0800	Depart Hotel for Boise, ID Airport	0.25 Hrs.
0430-0600	Check-In, Wait Time, Etc.	1.50 Hrs.
0600 CST-1230 MST	Flight time from Boise, ID to Sioux Falls, SD	3.50 Hrs.
1230-1315	Baggage Claim, Car Pickup, Etc	0.75 Hrs.
1315-1330	Drive to Site Visit	0.25 Hrs.
1330-1530	Site Visit - Sioux Falls, SD (Can not meet original 0800 schedule)	2.00 Hrs.
1530-1830	Drive to Hotel in Highmore, SD	3.00 Hrs.
	RON HIGHMORE, SD (Can not meet original 1200 schedule)	<hr/> 11.25 Hrs.

April 30, 2011

0745-0800	Drive to Site Visit	0.25 Hrs.
0800-1100	Site Visit - Highmore, SD	3.00 Hrs.
1100-1400	Drive to Sioux Falls, SD Airport	3.00 Hrs.
1400-1700	Check-In, Wait Time, Etc.	3.00 Hrs.
1700-1815	Flight time from Highmore, SD to Minneapolis, MN	1.25 Hrs. <i>First Available Flight After 1400</i>
1815-1900	Baggage Claim, Car Pickup, Etc	0.75 Hrs.
1900-1915	Drive to Hotel	0.25 Hrs.
1915-0615	Wait for next flight out in morning	11.00 Hrs.
	RON MINNEAPOLIS, MN	<hr/> 22.50 Hrs.

APRIL 27 - TOTAL COSTS OF HOURS AWAY FROM OFFICE	\$8,055.60
APRIL 28 - TOTAL COSTS OF HOURS AWAY FROM OFFICE	\$6,546.91
APRIL 29 - TOTAL COSTS OF HOURS AWAY FROM OFFICE	\$5,893.09
APRIL 30 - TOTAL COSTS OF HOURS AWAY FROM OFFICE	\$11,786.18
GRAND TOTAL COSTS OF HOURS AWAY FROM OFFICE	<hr/> \$32,281.78

OTHER COSTS USED FOR ANALYSIS

Commercial Airline Costs from Seattle, WA to Boise, ID	\$	109.00
4 Passengers		x 4
Total Costs	\$	<u>436.00</u>

Commercial Airline Costs from Boise, ID to Sioux Falls, SD	\$	897.40
4 Passengers		x 4
Total Costs	\$	<u>3,589.60</u>

Commercial Airline Costs from Sioux Falls, SD to Minneapolis, MN	\$	350.20
4 Passengers		x 4
Total Costs	\$	<u>1,400.80</u>

GRAND TOTAL COMMERCIAL COSTS **\$ 5,426.40**

Pier Diem Costs for Highmore, SD	\$	123.00
4 People		x 4
Total Per Diem Costs	\$	<u>492.00</u>

Pier Diem Costs for Boise, ID	\$	123.00
4 People		x 4
Total Per Diem Costs	\$	<u>492.00</u>

Per Diem Costs for Sioux Falls, SD	\$	123.00
4 People		x 4
Total Per Diem Costs	\$	<u>492.00</u>

Per Diem Costs for Minneapolis, MN	\$	191.00
4 People		x 4
Total Per Diem Costs	\$	<u>764.00</u>

Logged in user: SHARIL MOULTRIE - Traveler: SHARIL MOULTRIE

Authorization: SMHOPEAR041611_A01 - TA Number: ORIUFX

Screen ID: 1070.3

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Search Availability

Filter Flights

Select Flights to be Saved

Choose Flights

Available Flights on 04/29/11 from BOI to FSD

\$897.40 - Government Fare

[Fare Rules](#) [Show Details](#)

 United Airlines
581

Depart
BOI 0600
Fri 29-Apr-11

Arrive
DEN 0747
Fri 29-Apr-11

Flight Length: 1h 47min

Layover at DEN for 2h 23min

 United Airlines
362

Depart
DEN 1010
Fri 29-Apr-11

Arrive
FSD 1236
Fri 29-Apr-11

Flight Length: 1h 26min

 If travel agent assistance is required, select "Request Assistance in Booking Flight". NOTE: Additional travel agent handling fees may apply.

[Request Assistance in Booking Flight](#)

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Current Availability

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Select Flights to be Saved

Choose Flights

Available Flights on 04/27/11 from SEA to BOI

\$100.40 - GSA City Pair w/ Capacity Limits \$130.40 - GSA City Pair

[Fare Rules](#) - [Show Details](#)

Alaska Airlines
2055

Depart
SEA 1830
Wed 27 Apr 11

Arrive
PDX 1920
Wed 27 Apr 11

Flight Length: 0h 50min

Layover at PDX for 0h 35min

Alaska Airlines
2393

Depart
PDX 1955
Wed 27 Apr 11

Arrive
BOI 2210
Wed 27 Apr 11

Flight Length: 1h 15min

If travel agent assistance is required, select "Request Assistance in Booking Flight". NOTE: Additional travel agent handling fees may apply.

[Request Assistance in Booking Flight](#)

[Return To Available Flights](#)

Logged in user: SHARIL MOULTRIE · Traveler: SHARIL MOULTRIE · Authorization: SMHOPEAR041611_A01 · TA Number: 0RIUFX · Screen ID: 1070.3 · [Return](#)



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Search Criteria

Search & Select Flights

[Show Search Options](#)

[Cancel Current Search](#)

[Show T](#)

[Search Availability](#)

[Direct Flight](#)

[Non-Stop](#)

Select Flights to be Saved

Choose Flights

Available Flights on 04/30/11 from FSD to MSP

\$350.20 - GSA City Per

[Fare Rules](#) · [Show Details](#)



Depart
FSD 1709
Sat 30-Apr-11

Arrive
MSP 1811
Sat 30-Apr-11

Flight Length: 1h 02min

If travel agent assistance is required, select "Request Assistance in Booking Flight". NDTF: Additional travel agent handling fees may apply.

[Request Assistance in Booking Flight](#)

[Return To Available Flights](#)



**THE TRIP OF THE SECRETARY
TO
WASHINGTON STATE
APRIL 26-27, 2011**

**TRIP SUMMARY
THE TRIP OF THE SECRETARY
TO
WASHINGTON STATE**

Weather:

Seattle, WA
Olympia, WA
Anacortes, WA

52/44 – Showers
50/39 – Rain
52/44 – Rain

Time Zone:

Seattle, WA

Pacific Daylight Time (3 hrs behind DC)

Advance:

Advance
Security (Anacortes)
Security (Ride-along)
Security (Seattle)

Tom Petrillo
Sgt (b) (6), (b) (7)(C)
Sgt (b) (6), (b) (7)(C)
Sgt (b) (6), (b) (7)(C)

Cell Phone:

(b) (6)
(b) (6), (b) (7)(C)
(b) (6), (b) (7)(C)
(b) (6), (b) (7)(C)

Traveling Staff:

Deputy Chief of Staff
Northwest Region Sr. Advisor

Matt Lee-Ashley
Steve Doherty

(b) (6)
(b) (6)

Washington Staff:

Secretary's Scheduler
Ethics

Joan Padilla
Melinda Loftin

Office Phone

(202) 208-5820
(703) 862-5552

Attire:

Business

Tuesday, April 26th, 2011

6:45pm (CDT) - WHEELS-UP DALLAS, TX EN ROUTE SEATTLE, WA
8:55pm (PDT) Airline: American Airlines #1019
Flight Time: 4hr 10min
Ride-along: Sgt (b) (6), (b) (7)(C)

****All flight times are no Pacific Daylight Time (PDT)****

8:55PM WHEELS-DOWN SEATTLE-TACOMA INTERNATIONAL AIRPORT
Location: 17801 International Blvd.
Seattle, WA

9:15PM DEPART SEATTLE-TACOMA AIRPORT; EN ROUTE TO HOTEL MONACO
Car 1: KLS, Sgt (b) (6), (b) (7)(C)

9:35PM ARRIVE HOTEL MONACO
Location: 1101 4th Avenue
Seattle, WA 98101
(206) 621-1770

****Tom Petrillo will greet YOU at the hotel; Matt Lee-Ashley arrives at 9:00pm;
Steve Doherty will be staying at this hotel****

WEDNESDAY, APRIL 27, 2011

**8:00AM DEPART MONACO HOTEL; EN ROUTE TO BOEING FIELD-KING
INTERNATIONAL AIRPORT**
Car #1: KLS, Sgt (b) (6), (b) (7)(C) Matt Lee-Ashley, Steve Doherty

8:10AM ARRIVE BOEING FIELD-KING INTERNATIONAL AIRPORT
Location: 7277 Perimeter Road S # 200
Seattle, WA 98108-3841
(206) 296-7380
FOB:

8:25AM WHEELS-UP; EN ROUTE TO OLYMPIA REGIONAL AIRPORT
Flight Manifest: KLS, Sgt (b) (6), (b) (7)(C) Matt Lee-Ashley
Steve Doherty
Flight Time: 15 mins
Pilot:

8:40AM WHEELS-DOWN; OLYMPIA REGIONAL AIRPORT

Location: 7643 Old Highway 99 SE
Olympia, WA 98501
(360) 528-8000

FOB:

8:45AM DEPART OLYMPIA REGIONAL AIRPORT; EN ROUTE TO WASHINGTON STATE CAPITOL

Car #1: KLS, Sgt. (b) (6), (b) (7)(C) Matt Lee-Ashley, Steve Doherty

8:55AM ARRIVE WASHINGTON STATE CAPITOL

Location: 416 Sid Snyder Ave SW, Suite 200
Olympia, WA

*Regional Directors will greet you at the Washington State Capitol; Matt Christensen, BLM photographer, will meet YOU at the State Capitol**

9:00AM MEETING WITH GOVERNOR CHRISTINE GREGOIRE

POC: Barb Winkler, 360-902-4125

Staff: KLS

Matt Lee-Ashley, Deputy Chief of Staff
Steve Doherty, Senior NW Advisor
Ed Shepard, BLM Regional Director
Robyn Thorson, FWS Regional Director
Karl Wirkus, BOR State Director
Dave Uberuaga, Superintendent, Mt. Rainier National Park

Participants from Governor Gregoire's office include:

Jay Manning, Chief of Staff
John Mankowski, Governor's Policy Advisor
Phil Anderson, Director, Washington State Department Of Fish And Wildlife
Don Hoch, Washington State Parks
Ted Sturdevant, Director, Washington State Department of Ecology

10:00AM MEETING WITH GOVERNOR CHRISTINE GREGOIRE & REPRESENTATIVE DOC HASTINGS

POC: Barb Winkler, 360-902-4125

Staff: KLS

Matt Lee-Ashley
Steve Doherty
Karl Wirkus

Additional participants include:

Jay Manning, Chief of Staff, Office of the Governor
Ted Sturdevant, Director, Washington State Department of Ecology
Keith Phillips, Governor's Policy Advisor
Tim Kovic, House NR Committee Assistant

Barb Lisk, Rep. Hastings' District Director

****YOU have been asked to participate in the beginning of the meeting, which will focus on Yakima water issues****

10:30AM DEPART WASHINGTON STATE CAPITOL; EN ROUTE TO OLYMPIA REGIONAL AIRPORT

Car #1: KLS, Sgt. (b) (6), (b) (7)(C) Matt Lee-Ashley, Steve Doherty
Ed Shepard

10:40AM ARRIVE OLYMPIA REGIONAL AIRPORT

11:00AM WHEELS-UP; EN ROUTE TO ANACORTES, WA

Flight Manifest: KLS, Sgt. (b) (6), (b) (7)(C) Matt Lee-Ashley, Steve Doherty
Ed Shepard, Nick Teague, *(BLM Outdoor Recreation Planner)*
Matt Christensen

Flight Time: 1 hr

****Flight time includes a fly-over of the San Juan Islands and a briefing by Steve Doherty
And Ed Shepard ****

12:00PM ARRIVE ANACORTES AIRPORT

Tom Petrillo will greet you at the airport

12:10PM DEPART ANACORTES AIRPORT; EN ROUTE TO THE MAJESTIC INN

Car #1: KLS, Sgt. (b) (6), (b) (7)(C) Matt Lee-Ashley, Steve Doherty
Car#2: Tom Petrillo, Nick Teague, Ed Shepard, Matt Christensen

12:20PM ARRIVE AT THE MAJESTIC INN

Location: 419 Commercial Avenue
Anacortes, WA 98221-1518
(360) 299-1400

12:20PM- LUNCH; PERSONAL TIME

1:00PM Location: Majestic Inn Hold Room

1:00PM- STAKEHOLDER MEETING

2:00PM Location: Majestic Inn, Garden Room

Staff: Matt Lee-Ashley, Tom Petrillo

Program:

1:30PM Ed Shepard delivers Welcoming Remarks

1:33PM Steve Doherty Introduces YOU

1:36PM YOU deliver brief remarks

1:50PM YOU open to Q&A and discussion

2:30PM Meeting ends; YOU depart

2:15PM DEPART MAJESTIC INN; EN ROUTE TO ANACORTES AIRPORT

2:25PM Car #1: KLS, Sgt. (b) (6), (b) (7)(C) Matt Lee-Ashley
Car#2: Tom Petrillo, Ed Shepard, Matt Christensen

2:35PM - WHEELS-UP ANACORTES; EN ROUTE TO BOEING FIELD-KING INTERNATIONAL

3:00PM **AIRPORT**
Flight Manifest: KLS, Sgt. (b) (6), (b) (7)(C) Matt Lee-Ashley, Steve Doherty
Ed Shepard, Matt Christensen
Flight Time: 20 mins

3:00PM - PRESS AVAILABILITY

3:20PM Location: Boeing Field-King International Airport (Tentative)
Staff: Matt Lee-Ashley

3:30PM - WHEELS-UP; EN ROUTE TO BOISE, ID

4:30PM Flight Manifest: KLS, Sgt. (b) (6), (b) (7)(C) Matt Lee-Ashley, Steve Doherty
Flight Time: 1 hr

**TRIP SUMMARY
THE TRIP OF THE SECRETARY
TO BOISE, IDAHO
APRIL 28, 2011**

Attire: Casual (khakis, jeans)

NIFC POC: Randy: 208-890-5322

A photographer will be available to take photos of the events

Wednesday, April 27th

Dinner in Boise with Congressman Simpson (POC is John Rivier: 208-334-1953; [208-john.rivier@mail.house.gov](mailto:john.rivier@mail.house.gov) 208-334-1953 main; (b) (6) cell)

Thursday, April 28th, 2011

8:50 am Depart from Doubletree Hotel

Location: 475 W Park Center Blvd, Boise, ID

9:00 a.m. Arrive at National Interagency Fire Center

Location: 3833 S Development Ave, Boise, ID

Phone: (208) 334-9860

Meet Congressman Simpson at NIFC, who will join YOU for the day's events

YOU will both be greeted in Lobby by Tim Murphy, Acting Assistant Director, BLM Fire and Aviation; Kirk Rowdabaugh, Office of Wildland Fire Coordination; and Kimberly Thorsen, DAS, Office of Wildland Fire Coordination will greet you.

9:10 a.m. Tour of the Base

Staff: Bob Abbey, Steve Doherty, Matt Lee-Ashley

Press: Closed

Program:

You will make the following stops:

- National Interagency Coordination Center
- National Incident Interagency Incident Communication Cache
(Largest civilian cache of communication equipment in the nation; perhaps the world; has supported communication capabilities to New York on 9/11, both the Valdez and Gulf oil spills, Columbia shuttle recovery, hurricane and tsunami response, and more.)
- Great Basin Cache
Fire support equipment from tools to hoses to gloves, pumps, and more.
- Smokejumper Loft
Key training base for BLM smokejumpers
- National Wildland Firefighter Monument
National monument dedicated to those who have died in the line of duty while firefighting; and to those support them.

10:15 a.m. Flight Briefing

- 10:30 a.m. Smoke Jumper Training Flight and Jump**
* Congressman Simpson and Bob Abbey will join YOU on the flight
- 11:45 a.m. Flight ends**
- 12:00 p.m. Lunch**
Location: Private Room
- 12:30 p.m. Outlook Briefing with Fire Directors (add description)**
Staff: Bob Abbey, Steve Doherty, Matt Lee-Ashley
Location: National Interagency Coordination Center Briefing Room
Program:
- 12:30:** Predictive services – outlook for the fire season
- 12:45:** Overview from NICC on current events, available resources, etc. – Kim C, NIFC Manager
- 1:00:** Fire Directors – one speaker for 10 minutes overview of: (1) how we’re prepared for the fire season, (2) resources available from bureaus, partners, etc (we’ll have a briefing paper for the Secretary on our available aircraft, etc. so the spokesperson can use that), (3) how we mobilize resources, and (4) what happens if we get in the “perfect storm” situation, e.g. hurricanes, fires, floods, etc. concurrently - how we’re prepared to respond.
- 1:10:** Q&A with Fire Directors, the Secretary, Rhea, and Congressman Simpson.
- 2:00 p.m. Press Avail**
Staff: Bob Abbey, Steve Doherty, Matt Lee-Ashley
Press: Open
Program: YOU, Congressman Simpson, Rhea Suh, and Bob Abbey will announce next month’s seasonal assessment and preparations being made, and answer any questions
- 2:30 p.m. All Employee Meeting**
Staff: Bob Abbey, Steve Doherty, Matt Lee-Ashley
Location: Hangar (seats approx 400)
Press: Open
Program:
- 3:30 p.m. Depart NIFC for flight to South Dakota**

**TRIP SUMMARY
THE TRIP OF THE SECRETARY
TO
SOUTH DAKOTA
April 28th – 29th, 2011**

Weather:

Sioux Falls, SD	Partly Cloudy; High 55// Low 35
Highmore, SD	Partly Cloudy; High 53 // Low 36
Minneapolis, MN	Partly Cloudy; High 53 // Low 36
Washington, DC	Partly Cloudy; High 53 // Low 36

Time Zone:

Washington, DC	Eastern Time Zone
Sioux Falls, SD	Central Time Zone (EST – 1 hour)
Highmore, SD	Central Time Zone (EST – 1 hour)

Advance:

Advance (Sioux Falls, Highmore)	Lizzie Marsters
Advance (Sioux Falls, Highmore)	Jennie Sarabia
Security (Sioux Falls, Minneapolis)	Sgt. (b) (6), (b) (7)(C)
Security (Highmore)	Sgt. (b) (6), (b) (7)(C)
Ride-Along	Sgt. (b) (6), (b) (7)(C)

Cell Phone:

(b) (6)
(b) (6), (b) (7)(C)
(b) (6), (b) (7)(C)
(b) (6), (b) (7)(C)

Traveling Staff:

Deputy COS	Matt Lee-Ashley	(b) (6)
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Washington Staff:

Secretary's Scheduler	Joan Padilla	<u>Office Phone</u> (202) 208-5820
Ethics	Melinda Loftin	(703) 862-5552

Attire:

Sioux Falls – Business
Highmore – Casual. Bring warm clothes.

THURSDAY, APRIL 28th, 2011**7:00 pm (CT): WHEELS-DOWN SIOUX FALLS, SOUTH DAKOTA**

Encore FBO

Location: 3501 North Aviation Avenue
Sioux Falls, SD 57104

Phone: 605-336-7791

Car #1: KLS, Sgt (b) (6), (b) (7)(C) Matt Lee-Ashley,

7:15 pm: DEPART AIRPORT FOR SHERATON HOTEL AND CONVENTION CENTER**7:30 pm: ARRIVE SHERATON HOTEL**Location: 1211 West Avenue North
Sioux Falls, SD 57104

Phone: 605-331-0100

Fax: 605-373-1033

7:30 pm: RON**FRIDAY, APRIL 29th, 2011****7:55am: WALK TO CARPENTER (MONTROSE) ROOM****Lizzie Marsters and Jennie Sarabia will be departing for Highmore at 6:30 am.***8:00am: ARRIVE FWS BRIEFING ON DAKOTA GRASSLAND CONSERVATION AREA**Location: Sheraton Hotel and Convention Center
1211 West Avenue North
Sioux Falls, SD 57104

Phone: 605-331-0100

Fax: 605-373-1033

Room: Carpenter Board Room

Directors:

8:00am-8:55am: FWS BRIEFING ON DAKOTA GRASSLAND CONSERVATION AREA

Participants:

Press: Closed

Staff: Matt Lee-Ashley

Setup:

Format:

8:55am: Break**9:00am: AGO MEETING WITH GOVERNOR DENNIS DAUGAARD**

Room: Carpenter Board Room

Participants:

Steve Guertin, FWS Regional Director

Marty Sterkel, NPS Acting Regional Director

Leon Carl, USGS Regional Executive not confirmed*
Mike Ryan, BOR Regional Director not confirmed*
Bruce Loudermilk, BIA Regional Director
Jamie Connell, BLM Montana / Dakotas State Director

Staff: Matt Lee-Ashley

10:00 am: DEPART GOVERNOR'S MEETING EN ROUTE TO AIRPORT

10:15 am: ARRIVE ENCORE FBO

Encore FBO

Location: 3501 North Aviation Avenue
Sioux Falls, SD 57104

Phone: 605-336-7791

10:15am: PRESS AVAIL

Participants: **Steve Guertin**, FWS Regional Director

Press: Open

Staff: Matt Lee-Ashley

Setup:

10:30am–11:45am: WHEELS-UP SIOUX FALLS, SD EN ROUTE HIGHMORE, SD

Aircraft:

Tail #:

Pilots:

Flight Time:

Manifest(): KLS, Sgt. (b) (6), (b) (7)(C) Matt Lee-Ashley

**Aerial Tour of Sand Lake Wetland Management District*

**11:45am: WHEELS-DOWN HIGHMORE, SD
(CT)**

12:00pm: DEPART AIRPORT EN ROUTE TO RANCH

Car #1: KLS, Sgt. (b) (6), (b) (7)(C) Matt Lee-Ashley

Car #2: Lizzie Marsters, Jennie Sarabia

12:15pm: ARRIVE RANCH

Location:

Phone:

Greeters:

12:15pm– 1:15pm: LUNCH WITH RANCHERS AND CONSERVATION PARTNERS

Participants: Secretary of Game and Parks

Rancher

40 people

Press:

Staff: Lizzie Marsters, Jennie Sarabia and Matt Lee-Ashley

Setup:

Format:

1:15pm: SIGNING OF WETLAND EXTENSION AGREEMENT AND CONSERVATION EASEMENT

Participants:
Press: Open
Staff: Lizzie Marsters, Jennie Sarabia and Matt Lee-Ashley
Setup:
Program:

1:30pm: DEPART RANCH EN ROUTE TO DAKOTA GRASSLAND CONSERVATION AREA STOP #1

Car #1: KLS, Sgt (b) (6), (b) (7)(C) Matt Lee-Ashley
Car #2: Lizzie Marsters, Jennie Sarabia,

1:45pm: ARRIVE DAKOTA GRASSLAND CONSERVATION AREA STOP #1

Location:
Phone:
Greeters:

1:45pm – 2:00pm: SITE TOUR OF DAKOTA GRASSLAND CONSERVATION AREA STOP #1

Participants:
Press:
Staff:
Setup:
Format:

2:00pm: DEPART DAKOTA GRASSLAND CONSERVATION AREA STOP #1 EN ROUTE TO DAKOTA GRASSLAND CONSERVATION AREA STOP #2

Car #1: KLS, Sgt (b) (6), (b) (7)(C) Matt Lee-Ashley
Car #2: Lizzie Marsters

2:15pm: ARRIVE DAKOTA GRASSLAND CONSERVATION AREA STOP #2

Location:
Phone:
Greeters:

2:15pm – 2:30pm: SITE TOUR OF DAKOTA GRASSLAND CONSERVATION AREA STOP #2

Participants:
Press:
Staff:
Setup:
Format:

2:30pm: DEPART DAKOTA GRASSLAND CONSERVATION AREA STOP #2 EN ROUTE TO DAKOTA GRASSLAND CONSERVATION AREA STOP #3

Car #1: KLS, Sgt (b) (6), (b) (7)(C) Matt Lee-Ashley
Car #2: Lizzie Marsters

2:45pm: ARRIVE DAKOTA GRASSLAND CONSERVATION AREA STOP #3

Location:
Phone:
Greeters:

2:45pm – 3:00pm: SITE TOUR OF DAKOTA GRASSLAND CONSERVATION AREA STOP #3

Participants:
Pres:
Staff:
Setup:
Format:

3:00pm: DEPART FOR FBO

Car #1: KLS, Sgt (b) (6), (b) (7)(C) Matt Lee-Ashley
Car #2: Lizzie Marsters

3:15pm: ARRIVE FBO

Location:
Phone:

3:30pm-6:00pm: WHEELS-UP HIGHMORE, SD

Aircraft:
Tail #:
Pilots:
Flight Time:
Manifest(): KLS, Sgt (b) (6), (b) (7)(C) Matt Lee-Ashley,

6:00pm: WHEELS-DOWN MINNEAPOLIS, MINNESOTA

FBO:
Location:
Phone:

6:00pm: DEPART FROM FBO TO MINNEAPOLIS INTERNATIONAL AIRPORT

Organizer: (b) (6), (b) (7)(C)

6:10pm: ARRIVE MINNEAPOLIS INTERNATIONAL AIRPORT

Lindbergh Terminal B

7:10pm – 10:38pm: WHEELS-UP MINNEAPOLIS EN ROUTE WASHINGTON, DC

Airline: Delta Airlines 2164
Flight Time: 2 hours 28 minutes
KLS Seat: 13A
Sgt (b) (6), (b) (7)(C)

**10:30pm: WHEELS-DOWN NATIONAL AIRPORT
(ET)**

CHARTER

\$10,223

**OFFICE OF THE SOLICITOR
CORRESPONDENCE BACKGROUND FORM**

Date: June 14, 2011

6/15
plus some
non-fee

Nature and Significance of Document: Request for approval of charter aircraft service for official travel on **June 16-17, 2011** of the Secretary, four SES DOI officials (Steve Black, Counselor to the Secretary; Bob Abbey, Director, BLM; Deanna Archuleta, Asst. Sec.- Water and Science; Jon Jarvis, Director, NPS;) and six non-SES DOI officials (Matt Lee-Ashley, Deputy Chief of Staff; Julie Rodriguez, Director of Youth; Mark Butler, Superintendent of Joshua Tree NP; Tami Heilemann, staffer; Sgt. (b) (6), (b) (7)(C) Security; Josh Holmes, Ecologist, NPS) from Burbank, CA to Bakersfield, CA to Twentynine Palms, CA, to Blythe, CA to Los Angeles, CA. The purpose of this travel includes a site visit at Ago Lo Conservation Corps; participation in the NPS Latino Experience Forum; Joshua Tree HQ Anniversary Celebration, and Blythe Solar Power Project Groundbreaking ceremony.

Background: Advance approval/disapproval by the Solicitor or Deputy Solicitor is required by 41 C.F.R. Parts 301-10 and 301-70, and OMB Circular A-126 for travel on other-than-commercial airlines by officials at SES level and above and for all non-federal individuals who are traveling either for official DOI business or on a "space available" basis. The standards for approving official travel vary according to the category of travel: to meet mission requirements; "required use" travel (extraordinary security, communications, or scheduling needs); or other travel for the conduct of DOI business.

The trip documented on the attached form is ordinary ("other") official travel because it involves transportation that is neither to meet mission requirements nor "required use" travel. As such, the use of DOI or charter aircraft may be authorized only when: 1) no commercial service is reasonably available to meet the scheduling or operational needs of the trip; or 2) the actual cost of charter aircraft is not more than commercial service. Reasonable availability is defined as "able to meet your departure and/or arrival requirements within a 24-hour period, unless you demonstrate that extraordinary circumstances require a shorter period." 41 C.F.R. § 301-10.261(a)(1).

As the attached OAS-110 indicates, commercial aircraft service, not including total cost of duty hours away, is \$20,301. Charter aircraft service, not including total cost of duty hours away, is \$10,223. DOI aircraft service is not available. Because charter aircraft service is the most cost effective means of meeting the operational and scheduling needs of this trip, this travel may be approved.

Your approval of this travel is requested. The applicable criteria are met for approval of this travel. **PLEASE INDICATE YOUR APPROVAL ON THE ATTACHED OAS-110 FORM.**

Contact and telephone number:
Jennifer Heindl 202-208-7094

Surname

Due Date: ASAP

Tim Murphy *Murphy* 6/14/11

TRAVEL COST ANALYSIS

Justification for use of a Government aircraft for travel:

A. BASIC DATA:

Dates and time of required time(s) at Temporary Duty Station(s) (TDS):

Location	Bakersfield, CA	Date	6/16/2011	Hours required to be on site	0800	to	1345
Location	Tweentynine Palms, CA	Date	6/16/2011	Hours required to be on site	1615	to	1730
Location	Blythe, CA	Date	6/17/2011	Hours required to be on site	1100	to	1230

Manifest (only persons required to be at TDS):

<u>Name</u>	<u>Hourly Salary</u>
SEE ATTACHED LIST FOR DETAILS	\$843.43
TOTAL Hours Cost of All Required Travelers	\$ 843.43

Annual Salary ÷ 2087 hours x 1.20 = Hourly Salary Rate

NOTE: 1.20 covers average Fringe Benefits, Retirement, Health & Life Insurance, Medicare, other Fringes. The 1.20 does not include COLA; for Alaska-based employees, add the applicable additional %.

(Continue on attached sheet if needed)

B. COST COMPARISON:

1. <u>Commercial Airline Costs to meet the required TDS locations and times. Individual ticket cost x number of required travelers.</u>	\$	20,308.00
• Cost of total duty hours away from office or regular duty station to meet the commercial airline schedule.		
• Cost of required per diem and ground transportation.		
TOTAL Cost by commercial transportation	\$	20,308.00
2. <u>Leased, Contract, or Rental Aircraft</u>		
1. Flight hours x flight hour costs	\$	8,293.00
2. Cost of total duty hours away from office or regular duty station		0.00
3. Cost of required per diem and ground transportation		0.00
4. Any additional aircraft or crew costs not included in above hourly rate, i.e., standby charges, tiedown fees, overnight parking, extra crew, etc.		1,930.00
TOTAL Cost by Lease, Contract, or Rental aircraft.	\$	10,223.00
3. <u>DOI-Operated Aircraft – identify specific aircraft:</u> <u>N/A</u>		
• Flight hours required x variable flight hour cost.	\$	0.00
• Cost of total duty hours away from office or regular duty station.		0.00
• Cost of required per diem and ground transportation.		0.00
• Any additional costs to be incurred that are not included in the above flight hour rate. Variable cost of crew, as defined on page 1 of OMB Circular A-126, Attachment B, if not included in the flight hour rate. (Do not include pilot costs here if the pilot is one of the Government officials required to meet or perform duties at the TDY location.)		0.00
• Fuel costs, if not included in above flight hour rate. Any additional aircraft costs not in the above flight hour rate, i.e., tiedown fees, overnight parking, et.		0.00
TOTAL COST by DOI Fleet aircraft.	\$	0.00

C. MOST COST EFFECTIVE METHOD:

Commercial N2272D Pilot/Crew Brandon Smith
 Lease, Contract or Rental - N# _____ Pilot/Crew _____
SEE REMARKS
Purpose _____
 DOI Fleet -----N# _____ Pilot/Crew _____
Purpose _____

REMARKS: (Must be completed if other than most-cost-effective method is chosen.)

Request for approval to utilize a DOI Charter aircraft to transport Secretary of Interior Ken Salazar and his team (see attached list) within various locations in the state of California.

Purpose of the trip include: Site visit at Ago Lo Conservation Corp; NPS Latio Experience Forum; Joshua Tree Headquarters 75th Anniversary Celebration and the Blythe Solar Power Project Groundbreaking ceremony.

Since the most cost-effective method is chosen, no additional justification is necessary.

D. GENERAL APPROVAL REQUIREMENTS FOR TRAVEL ON GOVERNMENT AIRCRAFT:

Print name of designated approving official Signature Date

E. SPECIAL APPROVAL REQUIREMENTS FOR REQUIRED USE TRAVEL: (See paragraph 11.b. page 6 of OMB Circular A-126)

Print name of designated approving official Signature Date

F. SPECIAL APPROVAL REQUIREMENTS FOR USE OF GOVERNMENT AIRCRAFT FOR TRAVEL BY THE FOLLOWING CATEGORIES OF PEOPLE:
(See paragraph 11.c. page 7 of OMB Circular A-126 and paragraph a., page 3-1 of OMB Bulletin No. 93-11)

- 1) Senior Executive Branch Officials
- 2) Senior Federal Officials
- 3) Members of Families of Senior Executive Branch and Senior Federal Officials
- 4) Non-Federal travelers

ARTHUR E. GARY Arthur E Gary 6/15/11
Print name of designated approving official Signature Date

PASSENGER / GRADES**HR. SALARY**

Secretary Ken Salazar, ES	\$	103.67
Steve Black, Grade SES, Counselor to the Secretary	\$	89.63
Bob Abbey, Grade SES, Director of BLM	\$	89.63
Deanna Archuleta, SES, Asst. Sec. Water & Science	\$	89.63
Jon Jarvis, Grade SES, Director of NPS	\$	89.63
Matt Lee-Ashley, Grade 15, Deputy Chief of Staff	\$	80.65
Julie Rodriguez, Grade 14, Director of Youth, DOI	\$	68.55
Mark Butler, Grade 14, Superintendent of Joshua Tree National Park	\$	68.55
Tami Heilemann, Grade 13, Staffer	\$	57.23
Sgt. (b) (6), (b) (7)(C) Grade 12, Security	\$	57.23
Josh Hoines, Grade 11, NPS Ecologist	\$	49.03
TOTAL SALARIES	\$	843.43

COMMERCIAL AIRLINE COSTS

Los Angeles, CA - Bakersfield, CA	\$	3,136.00	(\$448 ea. X 7 pax)
Bakersfield, CA - Palm Springs, CA (No airport in Tweentynine Palms)	\$	9,772.00	(\$1396 ea. X 7 pax)
Palm Springs, CA - Yuma, AZ (No airport in Blythe, CA)	\$	5,990.00	(\$1198 ea. X 5 pax)
Yuma, AZ to Los Angeles, CA	\$	1,410.00	(\$235 ea. X 6 pax)
TOTAL COMMERCIAL AIRLINE COSTS (x 8 passengers)	\$	20,308.00	

non-fuel
added

DOI AIR

\$6,380

**OFFICE OF THE SOLICITOR
CORRESPONDENCE BACKGROUND FORM**

Date: July 13, 2011

Nature and Significance of Document: Request for approval of DOI aircraft service for official travel on **June 19-20, 2011**, of Secretary Ken Salazar, and three SES officials (Jon Jarvis, Director, NPS; Bob Abbey, Director, BLM; Marcia McNutt, Director, USGS) from Phoenix, AZ to Show Low, AZ to Grand Canyon, AZ and back to Phoenix. The purposes of this travel include: briefings and a visit to AZ fire incident command post, an aerial tour of fire area, and a press conference at Grand Canyon National Park.

Background: Advance approval/disapproval by the Solicitor or Deputy Solicitor is required by 41 C.F.R. Parts 301-10 and 301-70, and OMB Circular A-126 for travel on other-than-commercial airlines by officials at SES level and above and for all non-federal individuals who are traveling either for official DOI business or on a "space available" basis. The standards for approving official travel vary according to the category of travel: to meet mission requirements; "required use" travel (extraordinary security, communications, or scheduling needs); or other travel for the conduct of DOI business.

The trip documented on the attached form is ordinary ("other") official travel because it involves transportation that is neither to meet mission requirements nor "required use" travel. As such, the use of DOI or charter aircraft may be authorized only when: 1) no commercial service is reasonably available to meet the scheduling or operational needs of the trip; or 2) the actual cost of charter aircraft is not more than commercial service. Reasonable availability is defined as "able to meet your departure and/or arrival requirements within a 24-hour period, unless you demonstrate that extraordinary circumstances require a shorter period." 41 C.F.R. § 301-10.261(a)(1). This travel includes an aerial tour for which commercial aircraft service is not available.

As the attached OAS-110 indicates, DOI aircraft service, including cost of total duty hours away, is \$10,125. Commercial and charter aircraft service are not available. Because use of DOI aircraft service is the only means of meeting the operational and scheduling needs of this trip, this travel may be approved.

Your approval of this travel is requested. The applicable criteria are met for approval of this travel. **PLEASE INDICATE YOUR APPROVAL ON THE ATTACHED OAS-110 FORM.**

Contact and telephone number:

Jennifer Heindl 202-208-7094

Surname

Due Date: ASAP

Tim Murphy

TRAVEL COST ANALYSIS

Justification for use of a Government aircraft for travel:

A. BASIC DATA:

Dates and time of required time(s) at Temporary Duty Station(s) (TDS):

Location	<u>Phoenix, AZ</u>	Date	<u>6/19/11</u>	Hours required to be on site	_____ to _____
Location	<u>Show Low, AZ</u>	Date	<u>6/19-20/11</u>	Hours required to be on site	_____ to _____
Location	<u>Grand Canyon, AZ</u>	Date	<u>6/20/11</u>	Hours required to be on site	_____ to _____

Manifest (only persons required to be at TDS):

<u>Name</u>	<u>Hourly Salary</u>
<u>Sec. Ken Salazar (SES)</u>	_____
<u>Dir. Jon Jarvis, NPS (SES)</u>	_____
<u>Dir. Bob Abbey, BLM (SES)</u>	_____
<u>Dir. Maurice McNitt, USGS (SES)</u>	_____
TOTAL Hours Cost of All Required Travelers	\$ _____

Annual Salary + 2087 hours x 1.20 =
Hourly Salary Rate

NOTE: 1.20 covers average Fringe Benefits, Retirement, Health & Life Insurance, Medicare, other Fringes. The 1.20 does not include COLA; for Alaska-based employees, add an additional .25.

(Continue on attached sheet if needed)

B. COST COMPARISON:

1. Commercial Airline Costs to meet the required TDS locations and times. Individual ticket cost x number of required travelers. \$ N/A
 - Cost of total duty hours away from office or regular duty station to meet the commercial airline schedule. _____
 - Cost of required per diem and ground transportation. _____

TOTAL Cost by commercial transportation \$ _____

2. Leased, Contract, or Rental Aircraft.
 1. Flight hours x flight hour costs \$ N/A
 2. Cost of total duty hours away from office or regular duty station _____
 3. Cost of required per diem and ground transportation _____
 4. Any additional aircraft or crew costs not included in above hourly rate, i.e., standby charges, tiedown fees, overnight parking, extra crew, etc. _____

TOTAL Cost by Lease, Contract, or Rental aircraft. \$ _____

3. DOI-Operated Aircraft - identify specific aircraft: N618 / BOR
 - Flight hours required x variable flight hour cost. 4.4 x 1450 \$ 6380
 - Cost of total duty hours away from office or regular duty station. _____
 - Cost of required per diem and ground transportation. _____
 - Any additional costs to be incurred that are not included in the above flight hour rate. Variable cost of crew, as defined on page 1 of OMB Circular A-126, Attachment B, if not included in the flight hour rate. (Do not include pilot costs here if the pilot is one of the Government officials required to meet or perform duties at the TDY location.) _____
 - Fuel costs, if not included in above flight hour rate. Any additional aircraft costs not in the above flight hour rate, i.e., tiedown fees, overnight parking, etc. _____

TOTAL COST by DOI Fleet aircraft. \$ 6380

C. MOST COST EFFECTIVE METHOD:

Commercial

Lease, Contract or Rental - N# _____ Pilot/Crew _____

Purpose _____

DOI Fleet -----N# N618 Pilot/Crew Randy Phelps

Purpose _____

REMARKS: (Must be completed if other than most-cost-effective method is chosen.)

Purpose of travel is to tour fire site & command center, as well as make a public announcement & hold press conference at Grand Canyon. Trip includes aerial tour.

D. GENERAL APPROVAL REQUIREMENTS FOR TRAVEL ON GOVERNMENT AIRCRAFT:

Print name of designated approving official

Signature

Date

E. SPECIAL APPROVAL REQUIREMENTS FOR REQUIRED USE TRAVEL: (See paragraph 11.b. page 6 of OMB Circular A-126)

Print name of designated approving official

Signature

Date

F. SPECIAL APPROVAL REQUIREMENTS FOR USE OF GOVERNMENT AIRCRAFT FOR TRAVEL BY THE FOLLOWING CATEGORIES OF PEOPLE:
(See paragraph 11.c. page 7 of OMB Circular A-126 and paragraph a., page 3-1 of OMB Bulletin No. 93-11)

- 1) Senior Executive Branch Officials
- 2) Senior Federal Officials
- 3) Members of Families of Senior Executive Branch and Senior Federal Officials
- 4) Non-Federal travelers

ARTHUR E. GARY
Print name of designated approving official

Arthur E. Gary
Signature

7/19/11
Date

76 APPROVED AFTER TRIP



THE TRIP OF THE SECRETARY
TO
SPRINGERVILLE, AZ
AND
GRAND CANYON NATIONAL PARK
JUNE 19-20, 2011

**TRIP SUMMARY
THE TRIP OF THE SECRETARY
TO
SPRINGERVILLE, AZ
AND
GRAND CANYON NATIONAL PARK
JUNE 19-20, 2011**

Weather:

Grand Canyon National Park Sunny; High 77 // Low 37

Time Zone:

Arizona 3 hours behind Washington, DC

Advance:

Advance (Grand Canyon)

(b) (6)

Security (Ride-Along)

Security

Security (Phoenix)

Cell Phone:

Jenny Sarabia

(b) (6)

(b) (6), (b) (7)(C)

(b) (6), (b) (7)(C)

(Springerville) Sgt. (b) (6), (b) (7)(C) (b) (6), (b) (7)(C)

Sgt. (b) (6), (b) (7)(C)

(b) (6), (b) (7)(C)

Traveling Staff:

Deputy Director, OC

Director, National Park Service

Photographer

Director, BLM

Director, USGS

Kate Kelly

Jon Jarvis

Tami Heilemann

Bob Abbey

Marcia McNutt

(b) (6)

(b) (6)

(b) (6)

(b) (6)

(b) (6)

Washington Staff:

Secretary's Scheduler

Ethics

Joan Padilla

Melinda Loftin

Office Phone

(202) 208-5820

(703) 862-5552

Attire:

Business Casual

Sunday, June 19, 2011**5:50pm (MDT): DEPART RESIDENCE EN ROUTE DENVER INTERNATIONAL AIRPORT**

Car #1: Sgt. (b) (6), (b) (7)(C) KLS

6:00pm (MDT): ARRIVE AT DENVER INTERNATIONAL AIRPORTLocation: 8500 Pena Blvd
Denver, CO 80249
Phone: (303) 342-2000**6:50pm (MDT): WHEELS-UP DENVER, CO TO PHOENIX, AZ**Airline: Southwest Airlines 1191
Flight Time: 2 h
Ride-along: Sgt. (b) (6), (b) (7)(C)**7:50pm (PDT): WHEELS-DOWN PHOENIX SKY HARBOR INTERNATIONAL AIRPORT**Location: 3400 East Sky Harbor Boulevard
Phoenix, AZ 85034
Phone: (602) 273-3300**7:55pm (PDT): DEPART PHOENIX SKY HARBOR INTERNATIONAL AIRPORT EN ROUTE
CUTTER AVIATION PHOENIX SKY HARBOR AIRPORT**

Car #1: Sgt. (b) (6), (b) (7)(C) Sgt. (b) (6), (b) (7)(C) KLS

8:05pm: ARRIVE CUTTER AVIATION PHOENIX SKY HARBOR AIRPORTFBO: Cutter Aviation Phoenix Sky Harbor
Location: 2802 E. Old Tower Road
Phoenix, AZ 85034-6000
Telephone: 602-273-1237**8:15pm: WHEELS-UP PHOENIX, AZ EN ROUTE TO SHOW LOW MUNICIPAL AIRPORT, AZ**Tail #: N618
Pilots: Randy Smith (b) (6)
Flight Time: 50 min
Manifest(7): KLS, Sgt. (b) (6), (b) (7)(C) Kate Kelly, Bob Abbey, Tami Heilemann, Marcia McNutt

*Dinner sandwich on plane

9:05pm (PDT): WHEELS DOWN SHOW LOW MUNICIPAL AIRPORT, AZFBO: Show Low Regional Airport
Location: 3150 Airport Loop Road, #100
Show Low, AZ 85901
Telephone: 928-532-4190**9:10pm (PDT): DEPART SHOW LOW MUNICIPAL AIRPORT EN ROUTE HAMPTON INN**Car #1: Sgt. (b) (6), (b) (7)(C) KLS, Kate Kelly, Bob Abbey
Car#2: Steve Martin, Tami Heilemann, Marcia McNutt**9:20pm (PDT): ARRIVE RON, HAMPTON INN**

Location: 1501 East Woolford Road

Show Low, AZ 85901
Phone: (928) 532-4444

9:30am (PDT): RON

Monday, June 20th, 2011

Breakfast available at hotel: courtsey breakfast starts at 6:00am.

7:00am (PDT): **DEPART RON EN ROUTE COOPERATORS BRIEFING**

Car #1: Sgt. (b) (6), (b) (7)(C) KLS, Bob Abbey, and Kate Kelly

7:50am (PDT): **ARRIVE COOPERATORS BRIEFING**

Location: 940 East Maricopa St. Springerville, AZ 85938

8:00am: **Recurring Briefing - Directed by Norm Walker, Incident Commander – Wallow Fire**

Location: 940 East Maricopa St. Springerville, AZ 85938

Participants YOU

Bob Abbey, Director BLM

Norm Walker, Incident Commander – Wallow Fire

John Truitt, Deputy Incident Commander – Wallow Fire

Mike Hogan, Apache Chief Deputy Police

Fort Apache and San Carlos Tribal representatives

United States Forest Service

NM State Forestry

AZ State Forestry

Apache County (Supervisor John Lee / County Manager Delwin Wingert)

Community representatives from Eager and Springerville

Press: Open

Staff: Kate Kelly

Format: *YOU will receive a briefing on the Wallow Fire.

8:40AM: **DEPART BRIEFING EN ROUTE FIRE INCIDENT COMMAND POST**

Car #1: Sgt. (b) (6), (b) (7)(C) KLS, Bob Abbey, and Kate Kelly

8:50AM: **ARRIVE FIRE INCIDENT COMMAND POST**

Location: Fairgrounds, Junction of Hwy 180 & Hwy 260, Springerville, AZ 85938

8:55am: **TOUR OF FIRE INCIDENT COMMAND POST GUIDED BY Norm Walker, Incident Commander – Wallow Fire**

Location: Fairgrounds, Junction of Hwy 180 & Hwy 260, Springerville, AZ 85938

Participants YOU

Bob Abbey, Director BLM

Mike Hogan, Apache Chief Deputy Police

Norm Walker, Incident Commander – Wallow Fire

John Truitt, Deputy Incident Commander – Wallow Fire

Press: Closed

Staff: Kate Kelly

Format: *YOU will tour the Fire Incident Command Post.

9:20am (PDT): **DEPART FIRE INCIDENT COMMAND POST EN ROUTE SHOW LOW MUNICIPAL**

AIRPORT, AZ

Car #1: Sgt. (b) (6), (b) (7)(C) KLS, Bob Abbey, and Kate Kelly
Additional staff will meet the Secretary at the airport

10:05am (PDT): ARRIVE SHOW LOW MUNICIPAL AIRPORT, AZ

FBO: Show Low Regional Airport
 Location: 3150 Airport Loop Road, #100
 Show Low, AZ 85901
 Telephone: 928-532-4190

10:15am (PDT): WHEELS-UP SHOW LOW, AZ EN ROUTE GRAND CANYON NATIONAL PARK

Tail #: N618
 Pilots: Randy Smith (1-770-598-3021)
 Flight Time: 50 min
 Manifest(7): KLS, Sgt. (b) (6), (b) (7)(C) Kate Kelly, Bob Abbey, Tami Heilemann, Marcia McNutt

**Jon Jarvis will meet the Secretary at the Grand Canyon*

11:05am (PDT): WHEELS -DOWN GRAND CANYON NATIONAL PARK AIRPORT

FBO: Grand Canyon Airlines
 Location: 3555 Airport Road
 Grand Canyon, AZ 86023
 Telephone: (928) 638-7117

11:10am (PDT): DEPART GRAND CANYON NATIONAL PARK AIRPORT EN ROUTE MATHER POINT AMPHITHEATER

Car #1: Sgt. (b) (6), (b) (7)(C) Chief Ranger (b) (6), (b) (7)(C) KLS, and Kate Kelly
 Car#2: Ranger TBD, Tami Heilemann, Marcia McNutt

11:15am (PDT): ARRIVE MATHER POINT AMPHITHEATER, GRAND CANYON NATIONAL PARK, SOUTH RIM**11:30am (PDT): PRESS CONFERENCE AT MATHER POINT AMPHITHEATER**

Location: Mather Point Amphitheater
 Participants: **YOU**

Jon Jarvis, Director, National Park Service

Bob Abbey, Director BLM

Dr. Marcia McNutt, Director USGS

Rep. Grijalva will attend

Press: Open

Staff: Kate Kelly, Tami Heilemann, and Jenny Sarabia

Setup: Podium and microphone (outside)

Format:

*11:30am- **YOU** will deliver remarks and introduce Bob Abbey

*11:35am- Bob Abbey delivers remarks and introduces Jon Jarvis

*11:40am- Jon Jarvis delivers remarks and introduces Dr. Marcia McNutt

*11:45am- Dr. Marcia McNutt delivers remarks and opens the floor to Q&A

*11:50am- Q&A

*12:00pm- Press Conference concludes

**Rep Grijalva available for remarks.*

12:00pm (PDT): DEPART MEDIA EVENT TO GRAND CANYON NATIONAL AIRPORT

Car #1: Sgt (b) (6), (b) (7)(C) Chief Ranger (b) (6), (b) (7)(C) KLS, Kate Kelly, and Bob Abbey
Car#2: Ranger TBD, Jenny Sarabia, Tami Heilemann, Marcia McNutt

12:10pm (PDT): ARRIVE GRAND CANYON NATIONAL AIRPORT

FBO: Grand Canyon Airlines
Location: 3555 Airport Road
Grand Canyon, AZ 86023
Telephone: (928) 638-7117

***Box lunches available for plane ride.**

12:20pm (PDT): WHEELS-UP GRAND CANYON NATIONAL PARK TO CUTTER AVIATION PHOENIX SKY HARBOR AIRPORT

Tail #: N618
Pilots: Randy Smith (1-770-598-3021)
Flight Time: 1h 10 min
Manifest(8): KLS, Sgt (b) (6), (b) (7)(C) Kate Kelly, Bob Abbey, Tami Heilemann, and Marcia McNutt

1:30pm (PDT): WHEELS DOWN CUTTER AVIATION PHOENIX SKY HARBOR AIRPORT

FBO: Cutter Aviation Phoenix Sky Harbor
Location: 2802 E. Old Tower Road
Phoenix, AZ 85034-6000
Telephone: 602-273-1237

1:35pm (PDT): DEPART CUTTER AVIATION EN ROUTE PHOENIX SKY HARBOR INTERNATIONAL AIRPORT

Car #1: Sgt (b) (6), (b) (7)(C) Sgt (b) (6), (b) (7)(C) KLS, Bob Abbey, and Marcia McNutt
Car#2: (FBO shuttle to ticketing) Kate Kelly, Tami Heilemann

1:45pm (PDT): ARRIVE PHOENIX SKY HARBOR INTERNATIONAL AIRPORT

Location: 3400 East Sky Harbor Boulevard
Phoenix, AZ 85034
Phone: (602) 273-3300

NEED TO GRAB DINNER AT AIRPORT PRIOR TO BOARDING- FOR FLIGHT

3:10pm (PDT): WHEELS-UP PHOENIX, AZ EN ROUTE BALTIMORE, MD

Airline: US Airways 85
Flight Time: 4 h 22min
Ride-along: Sgt. Marcus Somerville
Seat: 6A (window)

10:32pm: WHEELS DOWN BALTIMORE, MD

10:40pm: DEPART BWI AIRPORT EN ROUTE TO DOI

Car #1: Sgt (b) (6), (b) (7)(C) KLS, Bob Abbey

11:15pm: ARRIVE DOI MIB

11:20pm: Depart DOI MIB EN ROUTE RESIDENCE

Car #1: Sgt (b) (6), (b) (7)(C) KLS

11:30pm: ARRIVE RESIDENCE

CHARTER

\$10,125

**OFFICE OF THE SOLICITOR
CORRESPONDENCE BACKGROUND FORM**

Date: July 13, 2011

Nature and Significance of Document: Request for approval of charter aircraft service for official travel on **July 15-16, 2011**, of Secretary Ken Salazar, one FWS senior official (Dan Ashe, Director) and two non-SES officials (Matt Lee-Ashley, Deputy Chief of Staff; Sgt. (b) (6), (b) (7)(C) Security) from Billings, MT to Great Falls, MT to Ovando, MT, to Kalispell, MT and back to Billings. The purposes of this travel include: discussion of trust land consolidation and celebration of Crow Indian water rights, meeting with Elouise Cobell, assessment of oil damage in Laurel, MT, meetings with landowners of Echo Crown area and with Native Youth Conservation Corps and Montana Conservation Corps. This travel also includes two aerial tours; one focusing on the Swan Valley Conservation Area and the other on Glacier National Park.

Background: Advance approval/disapproval by the Solicitor or Deputy Solicitor is required by 41 C.F.R. Parts 301-10 and 301-70, and OMB Circular A-126 for travel on other-than-commercial airlines by officials at SES level and above and for all non-federal individuals who are traveling either for official DOI business or on a "space available" basis. The standards for approving official travel vary according to the category of travel: to meet mission requirements; "required use" travel (extraordinary security, communications, or scheduling needs); or other travel for the conduct of DOI business.

The trip documented on the attached form is ordinary ("other") official travel because it involves transportation that is neither to meet mission requirements nor "required use" travel. As such, the use of DOI or charter aircraft may be authorized only when: 1) no commercial service is reasonably available to meet the scheduling or operational needs of the trip; or 2) the actual cost of charter aircraft is not more than commercial service. Reasonable availability is defined as "able to meet your departure and/or arrival requirements within a 24-hour period, unless you demonstrate that extraordinary circumstances require a shorter period." 41 C.F.R. § 301-10.261(a)(1). This travel includes aerial tours for which commercial aircraft service is not available.

As the attached OAS-110 indicates, charter aircraft service, including cost of total duty hours away, is \$10,125. Neither commercial nor DOI aircraft service is available to meet the operational and scheduling needs of this trip. Because use of charter aircraft service is the only means of meeting the operational and scheduling needs of this trip, this travel may be approved.

Your approval of this travel is requested. The applicable criteria are met for approval of this travel. **PLEASE INDICATE YOUR APPROVAL ON THE ATTACHED OAS-110 FORM.**

Contact and telephone number:

Jennifer Heindl 202-208-7094

Due Date: ASAP

Surname


For Tim Murphy

TRAVEL COST ANALYSIS

Justification for use of a Government aircraft for travel:

A. BASIC DATA:

Dates and time of required time(s) at Temporary Duty Station(s) (TDS):

Location	SEE ATTACHED FOR	Date	7/15-16/11	Hours required to be on site	_____	to	_____
Location	DETAILS	Date	_____	Hours required to be on site	_____	to	_____
Location	_____	Date	_____	Hours required to be on site	_____	to	_____

Manifest (only persons required to be at TDS):

Name	Hourly Salary
SEE ATTACHED LIST FOR DETAILS	\$327.58
_____	_____
_____	_____
_____	_____
TOTAL Hours Cost of All Required Travelers	\$ 327.58

Annual Salary ÷ 2087 hours x 1.20 =
Hourly Salary Rate

NOTE: 1.20 covers average Fringe Benefits, Retirement, Health & Life Insurance, Medicare, other Fringes. The 1.20 does not include COLA; for Alaska-based employees, add the applicable additional %.

(Continue on attached sheet if needed)

B. COST COMPARISON:

1. <u>Commercial Airline Costs to meet the required TDS locations and times.</u> Individual ticket cost x number of required travelers.	\$ <u>N/A</u>
<ul style="list-style-type: none"> • Cost of total duty hours away from office or regular duty station to meet the commercial airline schedule. • Cost of required per diem and ground transportation. 	_____
TOTAL Cost by commercial transportation	\$ <u>0.00 N/A</u>
2. <u>Leased, Contract, or Rental Aircraft</u>	
1. Flight hours x flight hour costs	\$ 3,229.00
2. Cost of total duty hours away from office or regular duty station	5,241.00
3. Cost of required per diem and ground transportation	984.00
4. Any additional aircraft or crew costs not included in above hourly rate, i.e., standby charges, tiedown fees, overnight parking, extra crew, etc.	671.00
TOTAL Cost by Lease, Contract, or Rental aircraft.	\$ 10,125.00
3. <u>DOI-Operated Aircraft</u> – identify specific aircraft: <u>N/A</u>	
<ul style="list-style-type: none"> • Flight hours required x variable flight hour cost. • Cost of total duty hours away from office or regular duty station. • Cost of required per diem and ground transportation. • Any additional costs to be incurred that are not included in the above flight hour rate. Variable cost of crew, as defined on page 1 of OMB Circular A-126, Attachment B, if not included in the flight hour rate. (Do not include pilot costs here if the pilot is one of the Government officials required to meet or perform duties at the TDY location.) • Fuel costs, if not included in above flight hour rate. Any additional aircraft costs not in the above flight hour rate, i.e., tiedown fees, overnight parking, et. 	\$ 0.00 _____ 0.00 _____ 0.00 _____ 0.00 _____ 0.00 _____
TOTAL COST by DOI Fleet aircraft.	\$ 0.00

C. MOST COST EFFECTIVE METHOD:

Commercial N5690C MATT LABER (PIC) and CHRIS CARR (SIC)
 Lease, Contract or Rental - N# _____ Pilot/Crew _____

SEE REMARKS

Purpose _____

DOI Fleet -----N# _____ Pilot/Crew _____

Purpose _____

REMARKS: (Must be completed if other than most-cost-effective method is chosen.)

Request for approval to utilize a DOI Charter aircraft to transport Secretary of Interior Ken Salazar and his team (see attached list) between various locations in the state of Montana. Flight will begin July 15th in Billings, MT enroute to Great Falls, MT. Team will RON in Great Falls and continue trip July 16th to Lincoln, Kalispell and final destination in Billings, MT. Trip includes: Discussion of Trust Land Consolidation; Celebration of the Crow Indian Water Rights; Meeting with Elouise Cobell to focus on Swan Valley Conservation Area; Assess oil damage in Laurel, MT; Meet with landowners of the Crown Eco Region as well the Native Youth Conservation Corp and the Montana Conservation Corp. Charter flight will conduct an aerial flight of the Swan Valley Conservation between Lincoln and Kalispell, MT as well as another aerial flight of the Glacier National Park between Kalispell and Billings, MT. These flights are required to provide a briefing/overview which will be discussed at site visits.

2 overflight

There are no commercial flights between designated areas, team would be required to drive between all sites. Total time of driving time is 16 hrs 30 mins. Team would not be able to meet planned agenda and would require agenda/itinerary to be extended to 3 1/2 days versus two.

alternative would add (no charter) 1 1/2 days to trip

Please approve trip based on mission requirements (aerial flights) as well as the most cost-effective method is chosen. No further justification necessary.

D. GENERAL APPROVAL REQUIREMENTS FOR TRAVEL ON GOVERNMENT AIRCRAFT:

Print name of designated approving official Signature Date

E. SPECIAL APPROVAL REQUIREMENTS FOR REQUIRED USE TRAVEL: (See paragraph 11.b. page 6 of OMB Circular A-126)

Print name of designated approving official Signature Date

F. SPECIAL APPROVAL REQUIREMENTS FOR USE OF GOVERNMENT AIRCRAFT FOR TRAVEL BY THE FOLLOWING CATEGORIES OF PEOPLE: (See paragraph 11.c. page 7 of OMB Circular A-126 and paragraph a., page 3-1 of OMB Bulletin No. 93-11)

- 1) Senior Executive Branch Officials
- 2) Senior Federal Officials
- 3) Members of Families of Senior Executive Branch and Senior Federal Officials
- 4) Non-Federal travelers

ARTHUR E. CARY Arthur E Cary 7/14/11
Print name of designated approving official Signature Date

AIR CHARTER QUOTE

Quote Number: FQ00063

7/12/2011



Quote for:

Secretary Salazar
c/o Jenny Sarabia

Aircraft: Cessna 414 Medium Piston Twin N560C Max. 6 Passengers

Departure Date: Friday, July 15, 2011

Return Date: Saturday, July 16, 2011

	Date	ID	Airport Name	NM	SM	ETD	Time	ETA
1	7/15/2011	BIL	BILLINGS LOGAN INTL	154	177	15:00	01:18	16:18
2	7/16/2011	GTF	GREAT FALLS INTL	60	69	08:00	00:44	08:44
3	7/16/2011	S69	LINCOLN	99	114	13:30	01:06	14:36
4	7/16/2011	S27	KALISPELL CITY	275	317	18:00	01:50	19:50
		BIL	BILLINGS LOGAN INTL					
Totals =				588	676		04:58	

* All departure and arrival times are in local time.

Flight Charges = \$ 3,228.33 (04:58 * \$650.00)

Additional Charges:

	Charge	Amount	Count	Total
1	Landing Fees	\$ 50.00	4	\$ 200.00
2	Overnight Fee	\$ 123.00	2	\$ 246.00
3	Additional PilotT	\$ 45.00	5	\$ 225.00
Total Additional Charges =				\$ 671.00

Final Quote = \$ 3,899.33

Remarks:

Taxes are not included in this Quote.

Flight times are estimates and depend on winds aloft, air traffic control, and weather delays.

This price includes all flight related charges, so there are no additional charges for short legs, fuel surcharges, pilot fees, etc.

If you have any questions, please call us at any time

***** Thank you for your inquiry *****

A. BASIC DATA: Continued from AMD 110

Manifest (only persons required to be at TDS):		HR. SALARY
Secretary Ken Salazar, ES		\$ 103.67
Dan Ashe, SES, FWS Director		\$ 86.03
Matt Lee-Ashley, Grade 15, Deputy Chief of Staff		\$ 80.65
Sg [REDACTED] Grade 12, Security \$ 5 7.23		\$ 57.23
		\$ 327.58

Dates and time of required time(s) at Temporary Duty Station(s) (TDS):

Billings, MT	7/15/2011	0800-1500
Great Falls, MT	7/15/2011	1630-1930
Ovando, MT	7/16/2011	0900-1330
Kalispell, MT	7/16/2011	1500-1800

CHARTER

\$17,000

**OFFICE OF THE SOLICITOR
CORRESPONDENCE BACKGROUND FORM**

Date: August 2, 2011

Nature and Significance of Document: Request for approval of charter aircraft service for official travel on or about **August 10, 2011**, weather permitting, of Secretary Salazar, two SES DOI officials (Pam Haze, Deputy Assistant Secretary, Policy, Management, and Budget; Sue Masica, NPS AK Regional Director) one non-SES DOI official (Lt. (b) (6), (b) (7)(C) Security), and four non-DOI officials from the U.S. Senate (Senator Jack Reed, RI; Senator Lisa Murkowski, AK; Leif Fonnesebeck, Senate staff; Peter Kiefhaber, Senate staff) from Fairbanks, AK to Kantishna, AK to Anchorage, AK. Note that Sue Masica will only be present for the Kantishna to Anchorage leg of the travel. The purpose of this travel is to tour Denali National Park.

Background: Advance approval/disapproval by the Solicitor or Deputy Solicitor is required by 41 C.F.R. Parts 301-10 and 301-70, and OMB Circular A-126 for travel on other-than-commercial airlines by officials at SES level and above and for all non-federal individuals who are traveling either for official DOI business or on a "space available" basis. The standards for approving official travel vary according to the category of travel: to meet mission requirements; "required use" travel (extraordinary security, communications, or scheduling needs); or other travel for the conduct of DOI business.

The trip documented on the attached form is ordinary ("other") official travel because it involves transportation that is neither to meet mission requirements nor "required use" travel. As such, the use of DOI or charter aircraft may be authorized only when: 1) no commercial service is reasonably available to meet the scheduling or operational needs of the trip; or 2) the actual cost of charter aircraft is not more than commercial service. Reasonable availability is defined as "able to meet your departure and/or arrival requirements within a 24-hour period, unless you demonstrate that extraordinary circumstances require a shorter period." 41 C.F.R. § 301-10.261(a)(1).

As the attached OAS-110 indicates, commercial and DOI aircraft service are not available for this travel. Charter aircraft service, with multi-engine aircraft and two-pilot crew, for both legs of the trip is \$17,000. Because use of charter aircraft service is the only means of meeting the operational and scheduling needs of this trip, this travel may be approved.

PLEASE NOTE THAT THERE ARE TWO OAS-110s ATTACHED. BOTH REQUIRE YOUR SIGNATURE.

Your approval of this travel is requested. The applicable criteria are met for approval of this travel. **PLEASE INDICATE YOUR APPROVAL ON THE ATTACHED OAS-110 FORM.**

Contact and telephone number:
Jennifer Heindl 202-208-7094

Surname

Due Date: ASAP

Tim Murphy

Tim Murphy 8/2/11

TRAVEL COST ANALYSIS

Justification for use of a Government aircraft for travel:

A. BASIC DATA:

Dates and time of required time(s) at Temporary Duty Station(s) (TDS):

Location	<u>Kantishna Alaska (Denali)</u>	Date	<u>8/10/2011</u>	Hours required to be on site	<u>0900</u>	to	<u>1600</u>
Location	<u>to Anchorage AK</u>	Date		Hours required to be on site		to	
Location		Date		Hours required to be on site		to	

Manifest (only persons required to be at TDS):

Name	Hourly Salary
Secretary Salazar	
Pam Haze	
<u>see attached</u>	
TOTAL Hours Cost of All Required Travelers	\$ <u>0.00</u>

Annual Salary ÷ 2087 hours x 1.20 = Hourly Salary Rate

NOTE: 1.20 covers average Fringe Benefits, Retirement, Health & Life Insurance, Medicare, other Fringes. The 1.20 does not include COLA; for Alaska-based employees, add the applicable additional %.

(Continue on attached sheet if needed)

B. COST COMPARISON:

1. Commercial Airline Costs to meet the required TDS locations and times. Individual ticket cost x number of required travelers. \$ _____
 - Cost of total duty hours away from office or regular duty station to meet the commercial airline schedule. _____
 - Cost of required per diem and ground transportation. _____

TOTAL Cost by commercial transportation \$ 0.00

2. Leased, Contract, or Rental Aircraft.
 1. Flight hours x flight hour costs \$ 8,500.00
 2. Cost of total duty hours away from office or regular duty station _____
 3. Cost of required per diem and ground transportation _____
 4. Any additional aircraft or crew costs not included in above hourly rate, i.e., standby charges, tiedown fees, overnight parking, extra crew, etc. _____

TOTAL Cost by Lease, Contract, or Rental aircraft. \$ 8,500.00

3. DOI -Operated Aircraft - identify specific aircraft: N/A
 - Flight hours required x variable flight hour cost. \$ _____
 - Cost of total duty hours away from office or regular duty station. _____
 - Cost of required per diem and ground transportation. _____
 - Any additional costs to be incurred that are not included in the above flight hour rate. Variable cost of crew, as defined on page 1 of OMB Circular A-126, Attachment B, if not included in the flight hour rate. (Do not include pilot costs here if the pilot is one of the Government officials required to meet or perform duties at the TDY location.) _____
 - Fuel costs, if not included in above flight hour rate. Any additional aircraft costs not in the above flight hour rate, i.e., tiedown fees, overnight parking, et. _____

TOTAL COST by DOI Fleet aircraft. \$ 0.00

C. MOST COST EFFECTIVE METHOD:

Commercial 716JP Eric Lee/ Co-pilot to be named
 Lease, Contract or Rental – N# _____ Pilot/Crew _____
Fly Kantishna to Anchorage.
Purpose _____

DOI Fleet -----N# _____ Pilot/Crew _____
Purpose _____

REMARKS: (Must be completed if other than most-cost-effective method is chosen.)

Also on board are: Sen Murkowski, Sen Reed, Peter Kiefhaver, Leif Fonnesebeck, a BLM employee and 1 or 2 security personnel not yet identified.

This is the only multi-engine aircraft that can depart with group out of Kantishna. The group requested a multi-engine, two pilot crew whenever available. There is not a commercial vendor that offers seat fares from Kantishna to Anchorage.

D. GENERAL APPROVAL REQUIREMENTS FOR TRAVEL ON GOVERNMENT AIRCRAFT:

Print name of designated approving official Signature Date

E. SPECIAL APPROVAL REQUIREMENTS FOR REQUIRED USE TRAVEL: (See paragraph 11.b. page 6 of OMB Circular A-126)

Print name of designated approving official Signature Date

F. SPECIAL APPROVAL REQUIREMENTS FOR USE OF GOVERNMENT AIRCRAFT FOR TRAVEL BY THE FOLLOWING CATEGORIES OF PEOPLE:
(See paragraph 11.c. page 7 of OMB Circular A-126 and paragraph a., page 3-1 of OMB Bulletin No. 93-11)

- 1) Senior Executive Branch Officials
- 2) Senior Federal Officials
- 3) Members of Families of Senior Executive Branch and Senior Federal Officials
- 4) Non-Federal travelers

ARTHUR E. GARY Arthur E Gary Aug 3, 2011
Print name of designated approving official Signature Date

TRAVEL COST ANALYSIS

Justification for use of a Government aircraft for travel:

A. BASIC DATA:

Dates and time of required time(s) at Temporary Duty Station(s) (TDS):

Location ^{TO} <u>Kantishna Alaska</u>	Date <u>8/10/2011</u>	Hours required to be on site	<u>0900</u>	to	<u>1600</u>
Location ^{FROM} <u>FAIRBANKS AK</u>	Date _____	Hours required to be on site	_____	to	_____
Location _____	Date _____	Hours required to be on site	_____	to	_____

Manifest (only persons required to be at TDS):

<u>Name</u>	<u>Hourly Salary</u>
Secretary Salazar	_____
Pam Haze <u>Deputy Asst Sec - Budget</u>	_____
<u>see attached</u>	_____
_____	_____
TOTAL Hours Cost of All Required Travelers	\$ <u>_____</u>

Annual Salary ÷ 2087 hours x 1.20 = Hourly Salary Rate

NOTE: 1.20 covers average Fringe Benefits, Retirement, Health & Life Insurance, Medicare, other Fringes. The 1.20 does not include COLA; for Alaska-based employees, add the applicable additional %.

(Continue on attached sheet if needed)

B. COST COMPARISON:

1. Commercial Airline Costs to meet the required TDS locations and times. Individual ticket cost x number of required travelers. \$ N/A
 - Cost of total duty hours away from office or regular duty station to meet the commercial airline schedule. _____
 - Cost of required per diem and ground transportation. _____

TOTAL Cost by commercial transportation \$ 0.00

2. Leased, Contract, or Rental Aircraft.
 1. Flight hours x flight hour costs \$ 8,500.00
 2. Cost of total duty hours away from office or regular duty station _____
 3. Cost of required per diem and ground transportation _____
 4. Any additional aircraft or crew costs not included in above hourly rate, i.e., standby charges, tiedown fees, overnight parking, extra crew, etc. _____

TOTAL Cost by Lease, Contract, or Rental aircraft. \$ 8,500.00

3. DOI-Operated Aircraft – identify specific aircraft: N/A
 - Flight hours required x variable flight hour cost. \$ _____
 - Cost of total duty hours away from office or regular duty station. _____
 - Cost of required per diem and ground transportation. _____
 - Any additional costs to be incurred that are not included in the above flight hour rate. Variable cost of crew, as defined on page 1 of OMB Circular A-126, Attachment B, if not included in the flight hour rate. (Do not include pilot costs here if the pilot is one of the Government officials required to meet or perform duties at the TDY location.) 0.00
 - Fuel costs, if not included in above flight hour rate. Any additional aircraft costs not in the above flight hour rate, i.e., tiedown fees, overnight parking, ct. _____

TOTAL COST by DOI Fleet aircraft. \$ 0.00

C. MOST COST EFFECTIVE METHOD:

Commercial
 Lease, Contract or Rental - N# _____ Pilot/Crew _____
Purpose Move group from Fairbanks to Kantishna.

DOI Fleet -----N# _____ Pilot/Crew _____
Purpose _____

REMARKS: (Must be completed if other than most-cost-effective method is chosen.)

Also on board are: Sen Murkowski, Sen Reed, Peter Kiefhaver, Leif Fonnesebeck, a BLM employee and 1 or 2 security personnel not yet identified.

There was not a multi-engine aircraft available to take group out to Kantishna. The single-engine aircraft is able to take the whole group at one time. There is not a commercial vendor that offers seat fares from Fairbanks to Kantishna.

D. GENERAL APPROVAL REQUIREMENTS FOR TRAVEL ON GOVERNMENT AIRCRAFT:

Print name of designated approving official Signature Date

E. SPECIAL APPROVAL REQUIREMENTS FOR REQUIRED USE TRAVEL: (See paragraph 11.b. page 6 of OMB Circular A-126)

Print name of designated approving official Signature Date

F. SPECIAL APPROVAL REQUIREMENTS FOR USE OF GOVERNMENT AIRCRAFT FOR TRAVEL BY THE FOLLOWING CATEGORIES OF PEOPLE:
(See paragraph 11.c. page 7 of OMB Circular A-126 and paragraph a., page 3-1 of OMB Bulletin No. 93-11)

- 1) Senior Executive Branch Officials
- 2) Senior Federal Officials
- 3) Members of Families of Senior Executive Branch and Senior Federal Officials
- 4) Non-Federal travelers

ARTHUR E. GARY Arthur S. Gary 8/3/11
Print name of designated approving official Signature Date

August 9 Charter from Deadhorse to Alpine Occupants aside from pilots include:

- Secretary Salazar (b) (6) b
- Lt (b) (6), (b) (7)(C)
- Deputy Secretary David Hayes
- Senator Jack Reed (b) (6) b
- Senator Lisa Murkowski (b) (6) b
- Leif Fonnesebeck, Senate staff (b) (6) b
- Peter Kiefhaber, Senate staff (b) (6) b
- Pam Haze, DAS in PMB (only SES) (b) (6) b
- Lon Kelly, BLM Field Manager Arctic Field Office
- Ted Murphy, BLM Deputy State Director for Resources and Minerals
- Alyeska Rep.

August 9 Charter from Alpine to Barrow Occupants aside from pilots include:

- Secretary Salazar
- Lt (b) (6), (b) (7)(C)
- Deputy Secretary David Hayes
- Senator Jack Reed
- Senator Lisa Murkowski
- Leif Fonnesebeck, Senate staff
- Peter Kiefhaber, Senate staff
- Pam Haze, DAS in PMB (only SES)
- Lon Kelly, BLM Field Manager Arctic Field Office
- Ted Murphy, BLM Deputy State Director for Resources and Minerals

August 10 Charter from Fairbanks to Denali: (KANTISHNA AIRSTRIP)

- Secretary Salazar
- Lt (b) (6), (b) (7)(C)
- Senator Jack Reed
- Senator Lisa Murkowski
- Leif Fonnesebeck, Senate staff
- Peter Kiefhaber, Senate staff
- Pam Haze, DAS in PMB (only SES)

August 10 Charter from Denali to Anchorage: (KANTISHNA AIRSTRIP)

- Secretary Salazar
- Lt (b) (6), (b) (7)(C)
- Senator Jack Reed
- Senator Lisa Murkowski
- Leif Fonnesebeck, Senate staff
- Peter Kiefhaber, Senate staff
- Pam Haze, DAS in PMB (SES)
- Sue Masica, NPS Alaska Regional Director (SES) (b) (6) b

— NOTE: ONLY ON THIS LEG, NOT
ON FAIRBANKS TO KANTISHNA
LEG

USCG

N/A

**OFFICE OF THE SOLICITOR
CORRESPONDENCE BACKGROUND FORM**

Date: August 2, 2011

Nature and Significance of Document: Request for approval of USCG aircraft service for official travel on or about **August 6-7 and 13, 2011**, of Secretary Salazar; Deputy Secretary David Hayes; Heather Zichal, Deputy Assistant to the President for Energy and Climate Change Policy; and Lt. [REDACTED] Security, from Seattle, WA to Kodiak, AK to Anchorage, AK, to Washington D.C. Note that only Deputy Secretary Hayes will travel on the leg from Anchorage, AK to Washington D.C. The USCG aircraft is already in required use status with USCG Admiral Robert J. Papp traveling on official business. The Secretary and his party will be traveling for free on a space available basis. Larger aircraft is not required to accommodate the Secretary and his party, and their presence will result in *de minimis*, if any, additional cost to the government.

The purpose of this travel is to tour Kodiak NWR.

Background: Advance approval/disapproval by the Solicitor or Deputy Solicitor is required by 41 C.F.R. Parts 301-10 and 301-70, and OMB Circular A-126 for travel on other-than-commercial airlines by officials at SES level and above and for all non-federal individuals who are traveling either for official DOI business or on a "space available" basis. The standards for approving official travel vary according to the category of travel: to meet mission requirements; "required use" travel (extraordinary security, communications, or scheduling needs); or other travel for the conduct of DOI business.

The trip documented on the attached form is ordinary ("other") official travel because it involves transportation that is neither to meet mission requirements nor "required use" travel. As such, the use of DOI or charter aircraft may be authorized only when: 1) no commercial service is reasonably available to meet the scheduling or operational needs of the trip; or 2) the actual cost of charter aircraft is not more than commercial service. Reasonable availability is defined as "able to meet your departure and/or arrival requirements within a 24-hour period, unless you demonstrate that extraordinary circumstances require a shorter period." 41 C.F.R. § 301-10.261(a)(1).

As the attached OAS-110 indicates, USCG aircraft service comes at no cost to the Department. Because use of USCG aircraft service meets the operational and scheduling needs of this trip at no cost to the Department, this travel may be approved.

Your approval of this travel is requested. The applicable criteria are met for approval of this travel. **PLEASE INDICATE YOUR APPROVAL ON THE ATTACHED OAS-110 FORM.**

Contact and telephone number:
Jennifer Heindl 202-208-7094

Surname

Due Date: ASAP

Tim Murphy *Murphy* 8/3/11

TRAVEL COST ANALYSIS

Justification for use of a Government aircraft for travel:

A. BASIC DATA:

Dates and time of required time(s) at Temporary Duty Station(s) (TDS):

Location	Seattle WA to Kodiak AK	Date	8-6-11	Hours required to be on site		to	
Location	Kodiak to Anchorage AK	Date	8-7-11	Hours required to be on site		to	
Location	Anchorage to Washington D.C.	Date	8-13-11	Hours required to be on site		to	

Manifest (only persons required to be at TDS):

<u>Name</u>	<u>Hourly Salary</u>
See attached	

TOTAL Hours Cost of All Required Travelers \$

Annual Salary + 2087 hours x 1.20 = Hourly Salary Rate

NOTE: 1.20 covers average Fringe Benefits, Retirement, Health & Life Insurance, Medicare, other Fringes. The 1.20 does not include COLA; for Alaska-based employees, add an additional .25.

(Continue on attached sheet if needed)

B. COST COMPARISON:

1. Commercial Airline Costs to meet the required TDS locations and times. Individual ticket cost x number of required travelers. \$ N/A

- Cost of total duty hours away from office or regular duty station to meet the commercial airline schedule.
 - Cost of required per diem and ground transportation.
- TOTAL Cost by commercial transportation \$

2. Leased, Contract, or Rental Aircraft. USCG aircraft already scheduled to fly Commandant on official business. Sec. and party will be flying space available at no additional cost.

1. Flight hours x flight hour costs \$ 0
 2. Cost of total duty hours away from office or regular duty station
 3. Cost of required per diem and ground transportation
 4. Any additional aircraft or crew costs not included in above hourly rate, i.e., standby charges, tiedown fees, overnight parking, extra crew, etc.
- TOTAL Cost by Lease, Contract, or Rental aircraft. \$ 0

3. DOI-Operated Aircraft - identify specific aircraft: N/A

- Flight hours required x variable flight hour cost. \$
- Cost of total duty hours away from office or regular duty station.
- Cost of required per diem and ground transportation.
- Any additional costs to be incurred that are not included in the above flight hour rate. Variable cost of crew, as defined on page 1 of OMB Circular A-126, Attachment B, if not included in the flight hour rate. (Do not include pilot costs here if the pilot is one of the Government officials required to meet or perform duties at the TDY location.)
- Fuel costs, if not included in above flight hour rate. Any additional aircraft costs not in the above flight hour rate, i.e., tiedown fees, overnight parking, et.

TOTAL COST by DOI Fleet aircraft. \$

C. MOST COST EFFECTIVE METHOD:

Commercial
 Lease, Contract or Rental - N# _____ Pilot/Crew _____ USCG _____

Purpose : Tour of Kodiak NWR

DOI Fleet -----N# _____ Pilot/Crew _____

Purpose _____

REMARKS: (Must be completed if other than most-cost-effective method is chosen.)

See attached manifest.

Aircraft is already in required use status (USCG Commandant traveling on official business). Larger aircraft isn't required to accommodate the Secretary et al., and ~~there~~ there is *de minimus*, if any additional cost to the government. DOI party will pay for own meals and beverages in flight.

D. GENERAL APPROVAL REQUIREMENTS FOR TRAVEL ON GOVERNMENT AIRCRAFT:

Print name of designated approving official Signature Date

E. SPECIAL APPROVAL REQUIREMENTS FOR REQUIRED USE TRAVEL: (See paragraph 11.b. page 6 of OMB Circular A-126)

Print name of designated approving official Signature Date

F. SPECIAL APPROVAL REQUIREMENTS FOR USE OF GOVERNMENT AIRCRAFT FOR TRAVEL BY THE FOLLOWING CATEGORIES OF PEOPLE:
(See paragraph 11.c. page 7 of OMB Circular A-126 and paragraph a., page 3-1 of OMB Bulletin No. 93-11)

- 1) ~~Senior Executive Branch Officials~~
- 2) ~~Senior Federal Officials~~
- 3) Members of Families of Senior Executive Branch and Senior Federal Officials
- 4) Non-Federal travelers

ARTHUR E. GARY
Print name of designated approving official

Arthur E Gary
Signature

AUG. 3 2011
Date

For Seattle, WA to Kodiak, AK leg on August 6, 2011

Secretary Ken Salazar

Deputy Secretary David Hayes

Heather Zicha, Deputy Asst. to the President for Energy and Climate Change Policy

Lt. (b) (6), (b) (7)(C) Security

For Kodiak, AK to Anchorage, AK leg on August 7, 2011

Secretary Ken Salazar

Heather Zicha, Deputy Asst. to the President for Energy and Climate Change Policy

Lt. (b) (6), (b) (7)(C) Security

Deputy Sec. David Hayes

For Anchorage, AK to Washington D.C. leg on August 13, 2011

Deputy Secretary David Hayes

CHARTER

\$15,500

**OFFICE OF THE SOLICITOR
CORRESPONDENCE BACKGROUND FORM**

Date: August 9, 2011

Nature and Significance of Document: Request for approval of charter aircraft service for official travel on or about **August 9, 2011**, weather permitting, of Secretary Salazar, two SES DOI officials (Pam Haze, Deputy Assistant Secretary, Policy, Management, and Budget; David Hayes, Deputy Secretary) three non-SES DOI officials (Lt. (b) (6), (b) (7)(C) Security; Lon Kelly, BLM Field Manager Arctic Field Office; Ted Murphy, BLM Deputy State Director for Resources and Minerals), and four non-DOI officials from the U.S. Senate (Senator Jack Reed, RI; Senator Lisa Murkowski, AK; Leif Fonnesebeck, Senate staff; Peter Kiefhaber, Senate staff) and one non-federal employee (Bob Hajdukovich, airline representative) from Fairbanks, AK to Alpine, AK to Barrow, AK to Fairbanks. The purpose of this travel is to tour the Conoco Alpine Facility Site and do overflights of the NPR-A and the ANWR, NPR-A, and the North Slope.

PLEASE NOTE THAT THIS IS A REVISED FLIGHT, REPLACING THAT OF AUGUST 9 FROM DEADHORSE, AK TO ALPINE, AK TO BARROW, AK.

Background: Advance approval/disapproval by the Solicitor or Deputy Solicitor is required by 41 C.F.R. Parts 301-10 and 301-70, and OMB Circular A-126 for travel on other-than-commercial airlines by officials at SES level and above and for all non-federal individuals who are traveling either for official DOI business or on a "space available" basis. The standards for approving official travel vary according to the category of travel: to meet mission requirements; "required use" travel (extraordinary security, communications, or scheduling needs); or other travel for the conduct of DOI business.

The trip documented on the attached form is ordinary ("other") official travel because it involves transportation that is neither to meet mission requirements nor "required use" travel. As such, the use of DOI or charter aircraft may be authorized only when: 1) no commercial service is reasonably available to meet the scheduling or operational needs of the trip; or 2) the actual cost of charter aircraft is not more than commercial service. Reasonable availability is defined as "able to meet your departure and/or arrival requirements within a 24-hour period, unless you demonstrate that extraordinary circumstances require a shorter period." 41 C.F.R. § 301-10.261(a)(1).

As the attached OAS-110 indicates, commercial and DOI aircraft service are not available for this travel which includes overflights. Charter aircraft service, with multi-engine aircraft and two-pilot crew, for both legs of the trip is \$15,500. Because use of charter aircraft service is the only means of meeting the operational and scheduling needs of this trip, this travel may be approved.

Your approval of this travel is requested. The applicable criteria are met for approval of this travel. **PLEASE INDICATE YOUR APPROVAL ON THE ATTACHED OAS-110 FORM.**

Contact and telephone number:

Jennifer Heindl 202-208-7094

Surname

Due Date: ASAP

Tim Murphy *Murphy 8/9/11*

TRAVEL COST ANALYSIS

Justification for use of a Government aircraft for travel:

A. BASIC DATA:

Dates and time of required time(s) at Temporary Duty Station(s) (TDS):

Location	Fairbanks Alaska	Date	8/09/2011	Hours required to be on site	0900	to	1945
Location	_____	Date	_____	Hours required to be on site	_____	to	_____
Location	_____	Date	_____	Hours required to be on site	_____	to	_____

Manifest (only persons required to be at TDS):

<u>Name</u>	<u>Hourly Salary</u>
Secretary Salazar	_____
Pam Haze	_____
David Hayes	_____
<i>Re: Hydabauth - crew - fuel</i>	_____
TOTAL Hours Cost of All Required Travelers	\$ <u>0.00</u>

Annual Salary = 2087 hours x 1.20 =
Hourly Salary Rate

NOTE: 1.20 covers average Fringe Benefits, Retirement, Health & Life Insurance, Medicare, other Fringes. The 1.20 does not include COLA: for Alaska-based employees, add the applicable additional %.

(Continue on attached sheet if needed)

B. COST COMPARISON:

1. Commercial Airline Costs to meet the required TDS locations and times. Individual ticket cost x number of required travelers. \$ N/A
 - Cost of total duty hours away from office or regular duty station to meet the commercial airline schedule. _____
 - Cost of required per diem and ground transportation. _____

TOTAL Cost by commercial transportation \$ 0.00

2. Leased, Contract, or Rental Aircraft.
 1. Flight hours x flight hour costs \$ 15,500.00
 2. Cost of total duty hours away from office or regular duty station _____
 3. Cost of required per diem and ground transportation _____
 4. Any additional aircraft or crew costs not included in above hourly rate, i.e., standby charges, tiedown fees, overnight parking, extra crew, etc. _____

TOTAL Cost by Lease, Contract, or Rental aircraft \$ 15,500.00

3. DOI-Operated Aircraft - identify specific aircraft: N/A
 - Flight hours required x variable flight hour cost. \$ _____
 - Cost of total duty hours away from office or regular duty station. _____
 - Cost of required per diem and ground transportation. _____
 - Any additional costs to be incurred that are not included in the above flight hour rate. Variable cost of crew, as defined on page 1 of OMB Circular A-126, Attachment B, if not included in the flight hour rate. (Do not include pilot costs here if the pilot is one of the Government officials required to meet or perform duties at the TDY location.) _____
 - Fuel costs, if not included in above flight hour rate. Any additional aircraft costs not in the above flight hour rate, i.e., tiedown fees, overnight parking, et. _____

TOTAL COST by DOI Fleet aircraft \$ 0.00

C. MOST COST EFFECTIVE METHOD:

Commercial 575Z PIC McCready SIC Broodryk
 Lease, Contract or Rental - N# _____ Pilot/Crew _____
 Purpose Over flights of ANWR, NPR-A and oil fields of the Alaska North Slope
 DOI Fleet -----N# _____ Pilot/Crew _____
 Purpose _____

REMARKS: (Must be completed if other than most-cost-effective method is chosen.)

Also on board are: Sen Murkowski, Sen Reed, Peter Kiefhaver, Leif Fonnesebeck, Lon Kelly (BLM), Ted Murphy (BLM) and Lt. (b) (6), (b) (7)(C) a security person.

This aircraft is a multi-engine, two pilot crew as requested.

D. GENERAL APPROVAL REQUIREMENTS FOR TRAVEL ON GOVERNMENT AIRCRAFT:

 Print name of designated approving official Signature Date

E. SPECIAL APPROVAL REQUIREMENTS FOR REQUIRED USE TRAVEL: (See paragraph 11.b. page 6 of OMB Circular A-126)

 Print name of designated approving official Signature Date

F. SPECIAL APPROVAL REQUIREMENTS FOR USE OF GOVERNMENT AIRCRAFT FOR TRAVEL BY THE FOLLOWING CATEGORIES OF PEOPLE:
(See paragraph 11.c. page 7 of OMB Circular A-126 and paragraph a., page 3-1 of OMB Bulletin No. 93-11)

- 1) Senior Executive Branch Officials
- 2) Senior Federal Officials *included a Senator & Senior Staffers*
- 3) Members of Families of Senior Executive Branch and Senior Federal Officials
- 4) Non-Federal travelers

ARTHUR E. GARY Arthur E. Gary 8/9/11
 Print name of designated approving official Signature Date

SEE REVISION

OFFICE OF THE SOLICITOR
CORRESPONDENCE BACKGROUND FORM

Date: August 2, 2011

Nature and Significance of Document: Request for approval of charter aircraft service for official travel on or about August 9, 2011, weather permitting, of Secretary Salazar, two SES DOI officials (Pam Haze, Deputy Assistant Secretary, Policy, Management, and Budget; David Hayes, Deputy Secretary) three non-SES DOI officials (Lt. (b) (6) (b) (7)(C) Security; Lon Kelly, BLM Field Manager Arctic Field Office; Ted Murphy, BLM Deputy State Director for Resources and Minerals), and four non-DOI officials from the U.S. Senate (Senator Jack Reed, RI; Senator Lisa Murkowski, AK; Leif Fonnnesbeck, Senate staff; Peter Kiefhaber, Senate staff) and one non-federal employee representative from Alyeska - no name at this time from Deadhorse, AK to Alpine, AK to Barrow, AK. Note that the representative from Alyeska will only participate in the Deadhorse to Alpine leg of the travel. The purpose of this travel is to tour the Conoco Alpine Facility Site and do overflights of the NPR-A and the North Slope.

8/3 this traveler will not be flying

Background: Advance approval/disapproval by the Solicitor or Deputy Solicitor is required by 41 C.F.R. Parts 301-10 and 301-70, and OMB Circular A-126 for travel on other-than-commercial airlines by officials at SES level and above and for all non-federal individuals who are traveling either for official DOI business or on a "space available" basis. The standards for approving official travel vary according to the category of travel: to meet mission requirements; "required use" travel (extraordinary security, communications, or scheduling needs); or other travel for the conduct of DOI business.

The trip documented on the attached form is ordinary ("other") official travel because it involves transportation that is neither to meet mission requirements nor "required use" travel. As such, the use of DOI or charter aircraft may be authorized only when: 1) no commercial service is reasonably available to meet the scheduling or operational needs of the trip; or 2) the actual cost of charter aircraft is not more than commercial service. Reasonable availability is defined as "able to meet your departure and/or arrival requirements within a 24-hour period, unless you demonstrate that extraordinary circumstances require a shorter period." 41 C.F.R. § 301-10.261(a)(1).

As the attached OAS-110 indicates, commercial and DOI aircraft service are not available for this travel which includes overflights. Charter aircraft service, with multi-engine aircraft and two-pilot crew, for both legs of the trip is \$11,700. Because use of charter aircraft service is the only means of meeting the operational and scheduling needs of this trip, this travel may be approved.

Your approval of this travel is requested. The applicable criteria are met for approval of this travel. **PLEASE INDICATE YOUR APPROVAL ON THE ATTACHED OAS-110 FORM.**

Contact and telephone number:

Jennifer Heindl 202-208-7094

Surname

Due Date: ASAP

Tim Murphy Murphy 8/3/11

C. MOST COST EFFECTIVE METHOD:

Commercial _____ TBD _____ TBD
 Lease, Contract or Rental - N# _____ Pilot/Crew _____
Purpose Over flights of NPR-A and oil fields of the Alaska North Slope
 DOI Fleet _____ N# _____ Pilot/Crew _____
Purpose _____

REMARKS: (Must be completed if other than most-cost-effective method is chosen.)

Also on board are: Sen Murkowski, Sen Reed, Peter Kiefhaver, Leif Fonnesebeck, a BLM employee and 1 or 2 security personnel not yet identified.

This aircraft is a multi-engine, two pilot crew from Hageland Aviation as requested. There is not a commercial vendor that offers seat fares to overfly these north slope areas.

D. GENERAL APPROVAL REQUIREMENTS FOR TRAVEL ON GOVERNMENT AIRCRAFT:

Print name of designated approving official Signature Date

E. SPECIAL APPROVAL REQUIREMENTS FOR REQUIRED USE TRAVEL: (See paragraph 11.b. page 6 of OMB Circular A-126)

Print name of designated approving official Signature Date

F. SPECIAL APPROVAL REQUIREMENTS FOR USE OF GOVERNMENT AIRCRAFT FOR TRAVEL BY THE FOLLOWING CATEGORIES OF PEOPLE:
(See paragraph 11.c. page 7 of OMB Circular A-126 and paragraph a., page 3-1 of OMB Bulletin No. 93-11)

- ~~1) Senior Executive Branch Officials~~
- ~~2) Senior Federal Officials~~
- 3) Members of Families of Senior Executive Branch and Senior Federal Officials
- ~~4) Non-Federal Travelers~~

ARTHUR E. GARDY Arthur E. Gardy 8/3/11
Print name of designated approving official Signature Date

August 9 Charter from Deadhorse to Alpine Occupants aside from pilots include:

- Secretary Salazar (b) (6) b
- Lt. (b) (6), (b) (7)(C)
- Deputy Secretary David Hayes
- Senator Jack Reed (b) (6) b
- Senator Lisa Murkowski (b) (6) b
- Leif Fønnesbeck, Senate staff (b) (6) b
- Peter Kiefhaber, Senate staff (b) (6) b
- Pam Haze, DAS in PMB (only SES) (b) (6) b
- Lon Kelly, BLM Field Manager Arctic Field Office
- Ted Murphy, BLM Deputy State Director for Resources and Minerals
- Alyeska Rep. — note: only on this leg

August 9 Charter from Alpine to Barrow Occupants aside from pilots include:

- Secretary Salazar
- Lt. (b) (6), (b) (7)(C)
- Deputy Secretary David Hayes
- Senator Jack Reed
- Senator Lisa Murkowski
- Leif Fønnesbeck, Senate staff
- Peter Kiefhaber, Senate staff
- Pam Haze, DAS in PMB (only SES)
- Lon Kelly, BLM Field Manager Arctic Field Office
- Ted Murphy, BLM Deputy State Director for Resources and Minerals

August 10 Charter from Fairbanks to Denali:

- Secretary Salazar
- Lt. (b) (6), (b) (7)(C)
- Senator Jack Reed
- Senator Lisa Murkowski
- Leif Fønnesbeck, Senate staff
- Peter Kiefhaber, Senate staff
- Pam Haze, DAS in PMB (only SES)

August 10 Charter from Denali to Anchorage:

- Secretary Salazar
- Lt. (b) (6), (b) (7)(C)
- Senator Jack Reed
- Senator Lisa Murkowski
- Leif Fønnesbeck, Senate staff
- Peter Kiefhaber, Senate staff
- Pam Haze, DAS in PMB (SES)
- Sue Masica, NPS Alaska Regional Director (SES) (b) (6) b

CHARTER

\$29,634

**OFFICE OF THE SOLICITOR
CORRESPONDENCE BACKGROUND FORM**

Date: August 12, 2011

Nature and Significance of Document: Request for approval of charter aircraft service for official travel on or about **August 17-19, 2011**, of Secretary Salazar, two SES DOI officials (Laura Davis, Chief of Staff; Jon Jarvis, Director, NPS) and five non-SES DOI officials (Kate Kelly, Deputy Comm. Director; Francisco Carrillo, Deputy Director of Office of OIEA; Sgt. (b) (6), (b) (7)(C) Security; Tami Heilmann, Photographer; Jenny Sarabia, Secretarial staff) from Providence, RI, to Portland, ME, to Bangor, ME to Millinocket, ME to Manchester, NH to Washington, D.C. The purposes of this travel include FWS and NPS site visits, stakeholder meetings, a youth event, and a roundtable on wind energy. The travel includes two aerial tours.

Background: Advance approval/disapproval by the Solicitor or Deputy Solicitor is required by 41 C.F.R. Parts 301-10 and 301-70, and OMB Circular A-126 for travel on other-than-commercial airlines by officials at SES level and above and for all non-federal individuals who are traveling either for official DOI business or on a "space available" basis. The standards for approving official travel vary according to the category of travel: to meet mission requirements; "required use" travel (extraordinary security, communications, or scheduling needs); or other travel for the conduct of DOI business.

The trip documented on the attached form is ordinary ("other") official travel because it involves transportation that is neither to meet mission requirements nor "required use" travel. As such, the use of DOI or charter aircraft may be authorized only when: 1) no commercial service is reasonably available to meet the scheduling or operational needs of the trip; or 2) the actual cost of charter aircraft is not more than commercial service. Reasonable availability is defined as "able to meet your departure and/or arrival requirements within a 24-hour period, unless you demonstrate that extraordinary circumstances require a shorter period." 41 C.F.R. § 301-10.261(a)(1).

As the attached OAS-110 indicates, DOI aircraft service is not available for this travel. Commercial aircraft service, including total duty hours away, is \$36,163 and would not allow for aerial tours. Charter aircraft service, including cost of total duty hours away, is \$29,634. Because use of charter aircraft service is the only means of meeting the operational and scheduling needs of this trip, this travel may be approved.

Your approval of this travel is requested. The applicable criteria are met for approval of this travel. **PLEASE INDICATE YOUR APPROVAL ON THE ATTACHED OAS-110 FORM.**

Contact and telephone number:
Jennifer Heindl 202-208-7094

Surname

Due Date: ASAP

Tim Murphy Murphy 8/15/11

*revised
8/16
add
Liz
Master
Spec. Asst.
to Sec.*

TRAVEL COST ANALYSIS

Justification for use of a Government aircraft for travel:

A. BASIC DATA:

Dates and time of required time(s) at Temporary Duty Station(s) (TDS):

Location	SEE ATTACHED FOR	Date	_____	Hours required to be on site	_____	to	_____
Location	DETAILS	Date	_____	Hours required to be on site	_____	to	_____
Location	_____	Date	_____	Hours required to be on site	_____	to	_____

Manifest (only persons required to be at TDS):

<u>Name</u>	<u>Hourly Salary</u>
SEE ATTACHED LIST FOR DETAILS	\$600.23
_____	_____
_____	_____
_____	_____
_____	_____
TOTAL Hours Cost of All Required Travelers	\$ 600.23

Annual Salary + 2087 hours x 1.20 =
Hourly Salary Rate

NOTE: 1.20 covers average Fringe Benefits, Retirement, Health & Life Insurance, Medicare, other Fringes. The 1.20 does not include COLA; for Alaska-based employees, add the applicable additional %.

(Continue on attached sheet if needed)

B. COST COMPARISON:

1. <u>Commercial Airline Costs to meet the required TDS locations and times. Individual ticket cost x number of required travelers.</u>	\$	13,020.00
• Cost of total duty hours away from office or regular duty station to meet the commercial airline schedule.		19,207.36
• Cost of required per diem and ground transportation.		3,936.00
TOTAL Cost by commercial transportation	\$	36,163.36
2. <u>Leased, Contract, or Rental Aircraft.</u>		
1. Flight hours x flight hour costs	\$	10,455.00
2. Cost of total duty hours away from office or regular duty station		14,405.52
3. Cost of required per diem and ground transportation		2,952.00
4. Any additional aircraft or crew costs not included in above hourly rate, i.e., standby charges, tiedown fees, overnight parking, extra crew, etc.		1,821.20
TOTAL Cost by Lease, Contract, or Rental aircraft.	\$	29,633.72
3. <u>DOI-Operated Aircraft</u> – identify specific aircraft: <u>N/A</u>		
• Flight hours required x variable flight hour cost.	\$	0.00
• Cost of total duty hours away from office or regular duty station.		0.00
• Cost of required per diem and ground transportation.		0.00
• Any additional costs to be incurred that are not included in the above flight hour rate. Variable cost of crew, as defined on page 1 of OMB Circular A-126, Attachment B, if not included in the flight hour rate. (Do not include pilot costs here if the pilot is one of the Government officials required to meet or perform duties at the TDY location.)		0.00
• Fuel costs, if not included in above flight hour rate. Any additional aircraft costs not in the above flight hour rate, i.e., tiedown fees, overnight parking, et.		0.00
TOTAL COST by DOI Fleet aircraft.	\$	0.00

C. MOST COST EFFECTIVE METHOD:

Commercial N199Y Robert Rea (PIC) and James Benwell (SIC)
 Lease, Contract or Rental - N# _____, Pilot/Crew _____
Purpose SEE REMARKS
 DOI Fleet -----N# _____, Pilot/Crew _____
Purpose _____

REMARKS: (Must be completed if other than most-cost-effective method is chosen.)

Request for approval to utilize a DOI Charter aircraft to transport Secretary of Interior Ken Salazar and his team (see attached list) between various locations in the states of RI, ME and NH. Flight will begin August 17th out of Richmond, VA** en route to Providence, RI to pick up team and transport to Portland, ME where team will RON. August 18th the team will visit various sites in Freeport, ME and will return to Portland, ME to load plane to travel to Bangor, ME. After site visits in Bangor, ME team will load plane en route for Millinocket, ME where the flight will conduct an aerial tour of the Penobscot River and surrounding state and local lands. Team will land in Millinocket, ME and do a site visit and will then load plane en route for Manchester, NH where team will RON. August 19th team will visit various sites in Manchester, NH and will then load plane en route for Washington DC where trip will conclude.

Please approve trip based on mission requirements (aerial flights) as well as the most cost-effective method is chosen. No further justification necessary.

**Charter flight out of Richmond, VA was closest resource available.

D. GENERAL APPROVAL REQUIREMENTS FOR TRAVEL ON GOVERNMENT AIRCRAFT:

Print name of designated approving official Signature Date

E. SPECIAL APPROVAL REQUIREMENTS FOR REQUIRED USE TRAVEL: (See paragraph 11.b, page 6 of OMB Circular A-126)

Print name of designated approving official Signature Date

F. SPECIAL APPROVAL REQUIREMENTS FOR USE OF GOVERNMENT AIRCRAFT FOR TRAVEL BY THE FOLLOWING CATEGORIES OF PEOPLE:
(See paragraph 11.c, page 7 of OMB Circular A-126 and paragraph a., page 3-1 of OMB Bulletin No. 93-11)

- 1) ~~Senior Executive Branch Officials~~
- 2) ~~Senior Federal Officials~~
- 3) Members of Families of Senior Executive Branch and Senior Federal Officials
- 4) Non-Federal travelers

ARTHUR E. GARY
Print name of designated approving official

Arthur E. Gary
Signature

AUG. 15, 2011
Date

EXPLANATION OF LINE ITEMS FROM AMD-110 FORM

A. BASIC DATA

Dates and Time of Required Travel:

Location	Date	Hours to Be On Site		
Woonsocket, RI	8/17/2011	0900	1330	(Utilizing Providence, RI Airport)
Freeport, ME	8/18/2011	0900	1200	(Utilizing Portland, ME Airport)
Orno, ME	8/18/2011	1330	1500	(Utilizing Bangor, ME Airport)
Millinocket, ME	8/18/2011	1600	1800	
Manchester, NH	8/19/2011	0900	1200	

Manifest:

Names	Grade	Hourly Pay
Secretary Ken Salazar	ES	\$ 103.67
Laura Davis,	SES	\$ 86.03
Jon Jarvis, Director of NPS	SES	\$ 86.03
Kate Kelly, Deputy Com. Director	GS-15	\$ 80.65
Francisco Carrillo, Deputy Dir of Ofc of OIEA	GS-15	\$ 80.65
SGT (b) (6), (b) (7)(C) Security	GS-13	\$ 57.23
Tami Heilmann, Photographer	GS-13	\$ 57.23
Jenny Sarabia, Secretary Staffer	GS-12	\$ 48.79
TOTAL HOURLY PAY		\$ 600.28

B. BASIC DATA

Commercial Airlines:

Commercial Airline Costs
see Attachment for details \$ 13,020.00

Total Duties Hours Away from
Office for **Commercial Airlines**
was based on a 4 day trip:
\$600.23 hrly salary X 32 hrs. \$ 19,207.36

Cost of Per Diem was based on
3 overnight at basic per diem
rate. \$123 x 8 people x 3 days \$ 3,936.00

Leased Aircraft:

Commercial Airline Costs
see Attachment for details \$ 12,276.20

Total Duties Hours Away from
Office for **Leased Aircraft**
was based on a 3 day trip.
\$600.23 hrly salary X 24 hrs. \$ 14,405.62

Cost of Per Diem was based on
2 overnight at basic per diem
rate. \$123 x 8 people x 2 days \$ 2,952.00

COMMERICAL AIRLINE INFORMATION:

AUGUST 17TH

PROVIDENCE, RI to PORTLAND, ME

\$970.00 one way. No contract carrier.

5 Passengers on this leg - **Total Costs** \$ 4,850.00

AUGUST 18TH

PORTLAND, ME to BANGOR, ME

No airline service between cities.

Total miles is 129 miles. ~~Would need to drive.~~ \$ -

BANGOR, ME to MILLINOCKET, ME

This is an aerial flight of the Penobscot River and surrounding lands and Baxter State Park.

~~No commercial flight can do this mission.~~ \$ -

MILLINOCKET, ME to MANCHESTER, NH

~~No airlines services from Millinocket, ME to Manchester, NH. Team will need to drive back to Bangor, ME to catch commercial flight to Manchester.~~

\$570 one way. No contract carrier.

8 Passengers on this leg - **Total Costs** \$ 4,320.00

AUGUST 19TH

MANCHESTER, NH to WASHINGTON, DC (Dulles)

\$550 one way. Contract Carrier.

7 Passengers on this leg - **Total Costs** \$ 3,850.00

TOTAL COMMERCIAL COSTS: \$ 13,020.00

AIR CHARTER QUOTE

8/10/2011



Aircraft: King Air 350 Medium Turboprop Max. 9 Passengers

Departure Date: Wednesday, August 17, 2011

Return Date: Friday, August 19, 2011

	Date	ID	Airport Name	NM	SM	ETD	Time	ETA
1	8/17/2011	RIC	RICHMOND INTL	372	428	15:00	01:28	16:28
2	8/18/2011	PVD	THEODORE FRANCIS GREEN STATE	126	144	08:30	00:48	09:18
3	8/18/2011	PWM	PORTLAND INTL JETPORT	94	109	12:00	00:45	12:45
4	8/18/2011	BGR	BANGOR INTL	51	58	15:00	00:29	15:29
5	8/18/2011	MLT	MILLINOCKET MUNI	201	232	16:29	01:00	17:29
6	8/19/2011	MHT	MANCHESTER	423	486		01:39	
		RIC	RICHMOND INTL					
Totals =				1,266	1,467		06:09	

* All departure and arrival times are in local time.

Flight Charges = \$ 10,455.00 (06:09 * \$1,700.00)

Additional Charges:

	Charge	Amount	Count	Total	Tax	Tax Amount
1	Landing Fees	\$ 50.00	6	\$ 300.00		
2	Overnight Fees	\$ 770.00	1	\$ 770.00		
3	Standby Rates	\$ 100.00	6	\$ 600.00		
4	7 Pax * 6 Segm. * 3.60				Segment Tax	\$ 151.20
Total Additional Charges =				\$ 1,670.00		\$ 151.20

Total Charges = \$ 12,125.00 (\$10,455.00 + \$1,670.00)

Total Taxes = \$ 151.20

Final Quote = \$ 12,276.20

Flight times are estimates and depend on winds aloft, air traffic control, and weather delays.

This price includes all flight related charges, so there are no additional charges for short legs, fuel surcharges, pilot fees, etc.

If you have any questions, please call us at any time

***** Thank you for your inquiry *****

N/A WA STATE
AIRPLANE

**OFFICE OF THE SOLICITOR
CORRESPONDENCE BACKGROUND FORM**

Date: August 29, 2011

Nature and Significance of Document: Request for approval of Washington State aircraft service for official travel on **September 17-18, 2011**, of Secretary Salazar, one non-SES DOI official (Sgt. (b) (6), (b) (7)(C)) and six others (Gov. Gregoire of Washington, Senator Maria Cantwell; Congressman Doc Hastings; Washington State Trooper Latimer; John Mankowski, Governor's Executive Policy Advisor; Ted Sturdevant, Director, Washington State Dept. of Ecology) from Port Angeles, WA to Olympia, WA to Yakima, WA to Tri-Cities/Pasco, WA. The purpose of this travel is a site visit to the Nisqually NWR, a meeting on the Yakima River Basin and integrated water resource management, and a site visit to the B Reactor National Historic Landmark. (Not all of the above travelers are participating in all legs of this travel; see "Remarks" section of attached AMD-110 for manifests for each leg of trip.)

Background: Advance approval/disapproval by the Solicitor or Deputy Solicitor is required by 41 C.F.R. Parts 301-10 and 301-70, and OMB Circular A-126 for travel on other-than-commercial airlines by officials at SES level and above and for all non-federal individuals who are traveling either for official DOI business or on a "space available" basis. The standards for approving official travel vary according to the category of travel: to meet mission requirements; "required use" travel (extraordinary security, communications, or scheduling needs); or other travel for the conduct of DOI business.

The trip documented on the attached form is ordinary ("other") official travel because it involves transportation that is neither to meet mission requirements nor "required use" travel. As such, the use of DOI or charter aircraft may be authorized only when: 1) no commercial service is reasonably available to meet the scheduling or operational needs of the trip; or 2) the actual cost of charter aircraft is not more than commercial service. Reasonable availability is defined as "able to meet your departure and/or arrival requirements within a 24-hour period, unless you demonstrate that extraordinary circumstances require a shorter period." 41 C.F.R. § 301-10.261(a)(1).

As the attached OAS-110 indicates, commercial and DOI aircraft service is not available. The Secretary will be traveling on a State of Washington plane at no charge to DOI. Because use of Washington State aircraft service is the only means of meeting the operational and scheduling needs of this trip, and comes at no charge to DOI, this travel may be approved.

Your approval of this travel is requested. The applicable criteria are met for approval of this travel. **PLEASE INDICATE YOUR APPROVAL ON THE ATTACHED OAS-110 FORM.**

Contact and telephone number:
Jennifer Heindl 202-208-7094

Surname

Due Date: ASAP

Tim Murphy

Murphy 9/15/11

TRAVEL COST ANALYSIS

Justification for use of a Government aircraft for travel:

A. BASIC DATA:

Dates and time of required time(s) at Temporary Duty Station(s) (TDS):

Location	Port Angeles to Olympia	Date	September 17	Hours required to be on site	-	to	
Location	Olympia to Yakima	Date	September 18	Hours required to be on site	10:15	to	11:45
Location	Yakima to Tri Cities Airport	Date	September 18	Hours required to be on site		to	

Manifest (only persons required to be at TDS):

Name	Hourly Salary
_____ see remarks, below _____	_____
_____	_____
_____	_____
_____	_____
TOTAL Hours Cost of All Required Travelers	\$ _____

Annual Salary + 2087 hours x 1.20 = Hourly Salary Rate

NOTE: 1.20 covers average Fringe Benefits, Retirement, Health & Life Insurance, Medicare, other Fringes. The 1.20 does not include COLA; for Alaska-based employees, add an additional .25.

(Continue on attached sheet if needed)

B. COST COMPARISON:

1. Commercial Airline Costs to meet the required TDS locations and times. Individual ticket cost x number of required travelers. \$ N/A
 - Cost of total duty hours away from office or regular duty station to meet the commercial airline schedule. _____
 - Cost of required per diem and ground transportation. _____

TOTAL Cost by commercial transportation \$ _____

2. Leased, Contract, or Rental Aircraft. STATE OF WASHINGTON AIRCRAFT at no cost to DOI
 1. Flight hours x flight hour costs \$ 0
 2. Cost of total duty hours away from office or regular duty station _____
 3. Cost of required per diem and ground transportation _____
 4. Any additional aircraft or crew costs not included in above hourly rate, i.e., standby charges, tiedown fees, overnight parking, extra crew, etc. _____

TOTAL Cost by Lease, Contract, or Rental aircraft. \$ 0

3. DOI-Operated Aircraft – identify specific aircraft: N/A
 - Flight hours required x variable flight hour cost. \$ _____
 - Cost of total duty hours away from office or regular duty station. _____
 - Cost of required per diem and ground transportation. _____
 - Any additional costs to be incurred that are not included in the above flight hour rate. Variable cost of crew, as defined on page 1 of OMB Circular A-126, Attachment B, if not included in the flight hour rate. (Do not include pilot costs here if the pilot is one of the Government officials required to meet or perform duties at the TDY location.) _____
 - Fuel costs, if not included in above flight hour rate. Any additional aircraft costs not in the above flight hour rate, i.e., tiedown fees, overnight parking, et. _____

TOTAL COST by DOI Fleet aircraft. \$ N/A

C. MOST COST EFFECTIVE METHOD:

Commercial

Lease, Contract or Rental - N# _____
Pilot/Crew _____ WA State aircraft _____

Purpose See below

DOI Fleet -----N# _____ Pilot/Crew _____

Purpose _____

REMARKS: (Must be completed if other than most-cost-effective method is chosen.)

Manifest:

Sept. 17- Port Angeles to Olympia

Secretary Salazar
Governor Gregoire
Trooper (b) (5), (b) (7)(C) (WA)
Sgt (b) (5), (b) (7)(C) (DOI, Security)
John Mankowski, Gov.'s Exec. Policy Director

September 18- Olympia to Yakima

Governor Gregoire
Secretary Salazar
Trooper (b) (5), (b) (7)(C)
Sgt (b) (5), (b) (7)(C)
Ted Sturdevant, Director, Washington State Department of Ecology
US Senator Maria Cantwell

September 18-Yakima to Tri-Cities

Governor Gregoire
Secretary Salazar
Trooper (b) (5), (b) (7)(C)
Sgt (b) (5), (b) (7)(C)
Ted Sturdevant
US Senator Maria Cantwell
Congressman Doc Hastings

The Secretary is travelling with the Governor to Olympia to conduct a site visit of Nisqually Wildlife Refuge. The Secretary is travelling to Yakima with the Governor and Senator Cantwell to participate in a meeting on the Yakima River Basin and integrated water resource management. The Secretary is travelling to Tri-Cities/Pasco with the Governor, the Senator, and Rep. Doc Hastings to conduct a site visit of the B Reactor National Historic Landmark, and to hold a press availability there.

Travel will be on a Washington State aircraft at no cost to DOI.

D. GENERAL APPROVAL REQUIREMENTS FOR TRAVEL ON GOVERNMENT AIRCRAFT:

Print name of designated approving official

Signature

Date

E. SPECIAL APPROVAL REQUIREMENTS FOR REQUIRED USE TRAVEL. (See paragraph 11.b, page 6 of OMB Circular A-126)

Print name of designated approving official

Signature

Date

F. SPECIAL APPROVAL REQUIREMENTS FOR USE OF GOVERNMENT AIRCRAFT FOR TRAVEL BY THE FOLLOWING CATEGORIES OF PEOPLE:
(See paragraph 11.c, page 7 of OMB Circular A-126 and paragraph a., page 3-1 of OMB Bulletin No. 93-11)

- 1) ~~Senior Executive Branch Officials~~
- 2) Senior Federal Officials
- 3) Members of Families of Senior Executive Branch and Senior Federal Officials
- 4) Non-Federal travelers

ARTHUR E. GARY
Print name of designated approving official

Arthur E Gary
Signature

9/15/11
Date

Saturday, September 17 Itinerary with Secretary Salazar

1:30 – 2:10 Wheels up from Port Angeles to Olympia airport

Manifest

Governor Gregoire

Secretary Salazar

Trooper (b) (6), (b) (7)(C)

Sgt (b) (6), (b) (7)(C)

John Mankowski, Governor's Executive Policy Advisor

2 others tbd.

Cost per person \$ 191.62

This value of flight. DOI is not being charged

Sunday, September 18

9:30 – 10:15 Wheels up from Olympia to Yakima airport

10:15 – 11:45 Yakima meeting

11:45 – 12:10 Wheels up from Yakima to Tri-Cities airport

Manifest #1 (Olympia > Yakima)

Governor Gregoire

Secretary Salazar

Trooper (b) (6), (b) (7)(C)

Sgt (b) (6), (b) (7)(C)

Ted Sturdevant, Director, Washington State Department of Ecology

US Senator Maria Cantwell

Other tbd

Manifest #2 (Yakima > Tri-Cities)

Governor Gregoire

Secretary Salazar

Trooper (b) (6), (b) (7)(C)

Sgt (b) (6), (b) (7)(C)

Ted Sturdevant

US Senator Maria Cantwell

Congressman Doc Hastings

Cost per person \$ 268.76

this is value of flight. DOI is not being charged

CHARTER

\$14,728

**OFFICE OF THE SOLICITOR
CORRESPONDENCE BACKGROUND FORM**

Date: September 27, 2011

Nature and Significance of Document: Request for approval of charter aircraft service for official travel on **September 21, 2011**, of the Secretary, seven non-SES officials (Alan Gilbert, Senior Advisor; Kate Kelly, DOI Deputy Office of Communications; Lt. (b) (6) (b) (7)(C) NPS Security; Tami Heilemann, photographer; Jesse Juen; Associate State Director, NM, BLM; Steven Bennett, Field Manager, UT, BLM; Donald Banks, Deputy State Director Natural Resources UT, BLM), and one non-federal employee (Bruce Finley, press) from Denver, CO to Vernal, UT to Moab, UT, to Santa Fe, . The purpose of this travel is a visit to Dinosaur National Monument, Sand Flats National Recreation Area, and Mill Creek Canyon Wilderness Study Area, and includes aerial tours and public meetings.

Background: Advance approval/disapproval by the Solicitor or Deputy Solicitor is required by 41 C.F.R. Parts 301-10 and 301-70, and OMB Circular A-126 for travel on other-than-commercial airlines by officials at SES level and above and for all non-federal individuals who are traveling either for official DOI business or on a "space available" basis. The standards for approving official travel vary according to the category of travel: to meet mission requirements; "required use" travel (extraordinary security, communications, or scheduling needs); or other travel for the conduct of DOI business.

The trip documented on the attached form is ordinary ("other") official travel because it involves transportation that is neither to meet mission requirements nor "required use" travel. As such, the use of DOI or charter aircraft may be authorized only when: 1) no commercial service is reasonably available to meet the scheduling or operational needs of the trip; or 2) the actual cost of charter aircraft is not more than commercial service. Reasonable availability is defined as "able to meet your departure and/or arrival requirements within a 24-hour period, unless you demonstrate that extraordinary circumstances require a shorter period." 41 C.F.R. § 301-10.261(a)(1).

As the attached OAS-110 indicates, DOI and commercial aircraft service are not available for this travel, which includes aerial tours. Charter aircraft service, including cost of total duty hours away, is \$14,728. Because use of charter aircraft service is the only means of meeting the operational and scheduling needs of this trip, this travel may be approved.

Your approval of this travel is requested. The applicable criteria are met for approval of this travel. **PLEASE INDICATE YOUR APPROVAL ON THE ATTACHED OAS-110 FORM.**

Contact and telephone number:

Jennifer Heindl 202-208-7094

Surname

Due Date: ASAP

Tim Murphy *Murphy* 9/27/11

TRAVEL COST ANALYSIS

Justification for use of a Government aircraft for travel:

A. BASIC DATA:

Dates and time of required time(s) at Temporary Duty Station(s) (TDS):

Location	Vernal, UT	Date	9/28/2011	Hours required to be on site	10:00am	to	1:00pm
Location	Moab, UT	Date	9/28/2011	Hours required to be on site	2:00pm	to	5:30pm
Location	Santa Fe, UT <i>NM</i>	Date	9/28/2011	Hours required to be on site	7:00pm	to	

Manifest (only persons required to be at TDS):

Name	Hourly Salary
See Attached for Manifest	\$588.98
	\$0.00
	\$0.00
	\$0.00
TOTAL Hours Cost of All Required Travelers	\$ 588.98

Annual Salary + 2087 hours x 1.20 = Hourly Salary Rate

NOTE: 1.20 covers average Fringe Benefits, Retirement, Health & Life Insurance, Medicare, other Fringes. The 1.20 does not include COLA; for Alaska-based employees, add the applicable additional %.

(Continue on attached sheet if needed)

B. COST COMPARISON:

1. <u>Commercial Airline Costs to meet the required TDS locations and times. Individual ticket cost x number of required travelers.</u>	\$ 0.00
<ul style="list-style-type: none"> Cost of total duty hours away from office or regular duty station to meet the commercial airline schedule. Cost of required per diem and ground transportation. 	\$ 0.00
TOTAL Cost by commercial transportation	\$ 0.00 <i>N/A</i>
2. <u>Leased, Contract, or Rental Aircraft.</u>	
1. Flight hours x flight hour costs	\$ 6,720.00
2. Cost of total duty hours away from office or regular duty station	7,068.00
3. Cost of required per diem and ground transportation	0.00
4. Any additional aircraft or crew costs not included in above hourly rate, i.e., standby charges, tiedown fees, overnight parking, extra crew, etc.	940.00
TOTAL Cost by Lease, Contract, or Rental aircraft.	\$ 14,728.00
3. <u>DOI-Operated Aircraft</u> - identify specific aircraft <i>Not Available</i>	
<ul style="list-style-type: none"> Flight hours required x variable flight hour cost Cost of total duty hours away from office or regular duty station. Cost of required per diem and ground transportation. Any additional costs to be incurred that are not included in the above flight hour rate. Variable cost of crew, as defined on page 1 of OMB Circular A-126, Attachment B, if not included in the flight hour rate. (Do not include pilot costs here if the pilot is one of the Government officials required to meet or perform duties at the TDY location.) Fuel costs, if not included in above flight hour rate. Any additional aircraft costs not in the above flight hour rate, i.e., tiedown fees, overnight parking, et. 	\$ 0.00 0.00 0.00 0.00 0.00
TOTAL COST by DOI Fleet aircraft.	\$ 0.00

C. MOST COST EFFECTIVE METHOD:

Commercial N725MC Oren Taft (PIC) Loyal Berkeley George (SIC)
 Lease, Contract or Rental - N# _____ Pilot/Crew _____

SEE REMARKS BELOW

Purpose _____

DOI Fleet -----N# _____ Pilot/Crew _____

Purpose _____

REMARKS: (Must be completed if other than most-cost-effective method is chosen.)

Request approval for use of government contracted airplane for transport one (1) senior official, five (7) General Service employees and one (1) civilian reporter between Denver, CO, Vernal, UT, Moab, UT and Santa Fe, NM. Each leg of flight will be conducting an aerial tour of various sites as described below.

Purpose of flight:

Denver, CO to Vernal, UT:

The Secretary will fly over Dinosaur National Monument (Colorado side) to view old visitor center location as well as view of Eagle, CO. Briefing will be provided by BLM Associate State Director Jesse Juon.

Vernal, UT to Moab, UT:

The Secretary would fly from the Vernal area south over the Desolation Canyon Wilderness Study Area (WSA) and then take a jaunt east so that he can fly over Westwater Canyon WSA. Briefing will be provided by BLM Field Manager Steven Bennett.

Moab, UT to Santa Fe, NM:

Will head toward Farmington, NM to point out the 4 sacred mountains of the Navajo. Talk about Williams Plan of Development EIS just East of Navajo lake and the proposed transmission corridors and wild horse herd. Then proceed south hwy 650 a little west to Battl Wilderness then down to Chaco Canyon park to discuss National Trust for Historic Preservation proposal. Provide an introduction to the coal EIS A. Then proceed east toward Cuba and discuss land use protection proposal by local groups and illegal woodcutting. Then in to Santa Fe over Jemez Mountains where he can see the trail of La Cumbre fire and we can see Tuff Rocks National Monument. Briefing will be provided by BLM Deputy State Director Donald Banks.

Please approve flight based upon mission oriented:

See attached schedule for events in MOAB & VERNAL.

D. GENERAL APPROVAL REQUIREMENTS FOR TRAVEL ON GOVERNMENT AIRCRAFT:

Print name of designated approving official

Signature

Date

E. SPECIAL APPROVAL REQUIREMENTS FOR REQUIRED USE TRAVEL: (See paragraph 11.b. page 6 of OMB Circular A-126)

Print name of designated approving official

Signature

Date

F. SPECIAL APPROVAL REQUIREMENTS FOR USE OF GOVERNMENT AIRCRAFT FOR TRAVEL BY THE FOLLOWING CATEGORIES OF PEOPLE:
(See paragraph 11.c. page 7 of OMB Circular A-126 and paragraph a., page 3-1 of OMB Bulletin No. 93-11)

- 1) Senior Executive Branch Officials
- 2) Senior Federal Officials
- 3) Members of Families of Senior Executive Branch and Senior Federal Officials
- 4) Non-Federal travelers

ARTHUR E. GARY
Print name of designated approving official

Arthur E. Gary
Signature

9/27/11
Date

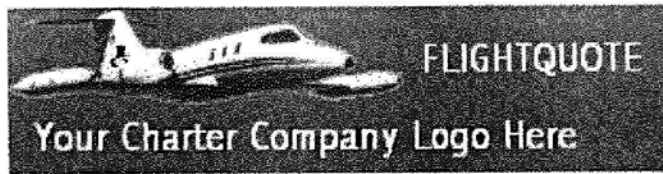
PASSENGER MANIFEST

NAME	TITLE	GRADE	HOURLY RATE
Secretary Ken Salazar	Secretary of Interior	ES	\$ 103.67
Alan Gilbert	Senior Advisor	GS-15	\$ 80.65
Kate Kelly	DOI Depty. Dir. Office of Communications	GS-14	\$ 68.55
LT (b) (6), (b) (7)(C)	NPS Security Detail	GS-13	\$ 57.23
Tami Heilemann	DOI Photographer	GS-11	\$ 49.03
Bruce Finley	Civilian Reporter	n/a	
Jesse Juen	Associate State Director NM, BLM	GS-15	\$ 80.65
Steven Bennett	Field Manager UT, BLM	GS-14	\$ 68.55
Donald Banks	Deputy State Director Natural Resources UT, BLM	GS-15	\$ 80.65
			\$ 588.98

AIR CHARTER QUOTE

Quote Number: FQ00009

9/23/2011



Aircraft: King Air 200 Medium Turboprop N9918 Max. 8 Passengers

Departure Date: Thursday, September 22, 2011

Denver to Utah

Return Date: Friday, September 23, 2011

	Date	ID	Airport Name	NM	SM	ETD	Time	ETA
1	9/22/2011	BJC	JEFFCO	204	235	08:00	01:01	09:01
2	9/22/2011	VEL	VERNAL	102	117	13:37	00:41	14:18
3	9/22/2011	CNY	CANYONLANDS FLD	257	296	15:18	01:14	16:32
4	9/23/2011	SAF	SANTA FE MUNI	43	49	09:00	00:32	09:32
5	9/23/2011	ABQ	ALBUQUERQUE INTL SUNPORT	301	346	17:32	01:25	18:57
		BJC	JEFFCO					
Totals =				906	1,043		04:53	

* All departure and arrival times are in local time.

Flight Charges = \$ 7,813.33 (04:53 * \$1,600.00)

Additional Charges:

	Charge	Amount	Count	Total
1	Landing Fees	\$ 50.00	6	\$ 300.00
2	Second Pilot	\$ 100.00	5	\$ 500.00
Total Additional Charges =				\$ 800.00

Final Quote = \$ 8,613.33

Remarks:

Taxes are not included in this Quote.

Flight times are estimates and depend on winds aloft, air traffic control, and weather delays.

This price includes all flight related charges, so there are no additional charges for short legs, fuel surcharges, pilot fees, etc.

If you have any questions, please call us at any time

***** Thank you for your inquiry *****



THE TRIP OF THE SECRETARY

TO

UTAH

WEDNESDAY, SEPTEMBER 28, 2011

**TRIP SUMMARY
THE TRIP OF THE SECRETARY TO UTAH
SEPTEMBER 28, 2011**

Weather:

Vernal, UT
Moab, UT

Sunny; High 76 // Low 48
Sunny; High 88 // Low 56

Time Zone:

Washington, DC
Utah

Eastern Time Zone
Mountain Time Zone (2 hours behind DC)

Advance:

Advance
Advance
Ride-Along
Security
Security

Tom Petrillo (Moab, UT)
Jenny Sarabia (Vernal, UT)
Lt. (b) (6), (b) (7)(C)
Lt. (b) (6), (b) (7)(C) Moab, UT
Sgt. (b) (6), (b) (7)(C) Vernal, UT

Cell Phone:

(b) (6)
(b) (6)
(b) (6), (b) (7)(C)
(b) (6), (b) (7)(C)
(b) (6), (b) (7)(C)

Traveling Staff:

Senior Advisor
Deputy Director, OC
Photographer

Alan Gilbert
Kate Kelly
Tami Heilemann

(b) (6)
(b) (6)
(b) (6)

Washington Staff:

Secretary's Scheduler
Ethics

Joan Padilla
Melinda Loftin

Office Phone

(202) 208-5820
(703) 862-5552

WEDNESDAY, SEPTEMBER 28, 2011

am WHEELS UP DEPARTING DENVER, COLORADO EN ROUTE TO VERNAL, UTAH

Plane: King Air 200
Tail#:
Pilots:
Flight Time:
Ride-along: Lt. (b) (6); (b) (7)(C)
Manifest: KLS, Lt. (b) (6); (b) (7)(C) Alan Gilbert, Kate Kelly, Tami Heilemann, Bruce Finley, BOR to provide briefing

Am ARRIVE VERNAL AIRPORT

Am DEPART VERNAL AIRPORT EN ROUTE TO DINOSAUR NATIONAL MONUMENT

Location: 11625 East 1500 South, Jensen, Utah 84035 (FYI: this is not the exact address rather their mailing address on location. They do not have an exact address)

Car 1: KLS, Lt. (b) (6); (b) (7)(C) Alan Gilbert, Kate Kelly

Car 2: Jenny Sarabia (driving), Tami Heilemann, Bruce Finlin, BOR Representative

9:55am ARRIVE DINOSAUR NATIONAL MONUMENT

10:00am GRAND OPENING CELEBRATION

POC: Mary Risser, Superintendent - Dinosaur National Monument 970-374-3001

Participants: YOU, Rep. Jim Matheson (UT-2), John Wessels, Regional Director, Intermountain Region, National Park Service

Staff: Alan Gilbert, Kate Kelly, Tami Heilemann

Press: Open

Program: 10:00-11:00am

- Raising of the U.S. Flag – NPS Staff
- Presentation of Colors – Jensen Veterans of Foreign Wars
- National Anthem – Denice Allen
- Pledge of Allegiance – Audrey Danner, Moffat County Commissioner

- Blessing – Clifford Duncan, Northern Ute Tribal Elder
- Welcome – Mary Risser, Dinosaur National Monument Superintendent
- Guest Speakers: Rep. Matheson, John Wessels
- Keynote Speaker: **YOU**
- Ribbon Cutting: **YOU** and Vernal Area Chamber of Commerce Dina-mites
- Closing Remarks: Mary Risser

11:00am Visit the unopened Quarry Exhibit Hall & walking press time
Note: Hard hats required

11:15am Yampa Stakeholder Meeting

Participants: **YOU** and 35 participants
Staff: Alan Gilbert, Kate Kelly, Tami Heilemann
Press: Closed

Program: 11:15am-12:15pm

- You will call the meeting to order
- You will request everyone to introduce themselves
- You will give remarks
- Q & A

12:30pm DEPART EN ROUTE TO VERNAL AIRPORT
Location:

Pm ARRIVE VERNAL AIRPORT

PM **WHEELS UP DEPARTING VERNAL, UTAH EN ROUTE TO MOAB, UT**

Plane: King Air 200

Tail#:

Pilots:

Flight Time:

Ride-along: Lt (b) (6), (b) (7)(C)

Manifest: KLS, Lt (b) (6), (b) (7)(C) Alan Gilbert, Kate Kelly, Tami Heilemann, Bruce Finley, BOR to provide briefing

Am ARRIVE MOAB AIRPORT

**Am DEPART MOAB AIRPORT EN ROUTE TO
Location:**

2:00pm: WHEELS-DOWN CANYONLANDS FIELD AIRPORT (MOAB, UT)

**2:15pm- DEPART CANYONLANDS FIELD AIRPORT; EN ROUTE TO
3:00pm MILL CREEK CANYON**

Car #1: KLS, Lt (b) (5) (D) (7)(C) Alan Gilbert, Lt (b) (5) (D) (7)(C)
Car#2: Russ von Koch (*BLM Office Recreation Lead*), Rock Smith (*BLM Office Manager*), Kate Kelly, Tami Heilemann, Bruce Finley, Bill Stevens (*BLM Recreation Planner*)
Car#3: Tom Petrillo, Katie Stevens

**3:00pm- ~~MILL CREEK CANYON WILDERNESS STUDY AREA (WSA) SITE~~
4:00pm VISIT VIA SAND FLATS RECREATION AREA**

Location: Moab, UT
Staff: Tom Petrillo, Kate Kelly
POC: Jeffrey "Rock" Smith, BLM Regional Office Manger
(435) 259-2110
Dress: Casual
Press: Open
Set-up: Driving and Walking Tour
Program: There will be a driving tour of the WSA and a 1/3 mile walk/hike to an unmanned canyon. The hike will begin at the Sand Flats Road, follow a primitive road to the WSA boundary, and then go to a narrowing promontory with an expansive view Mill Creek Canyon and tributary canyons. The view (and WSA) includes massive Navajo sandstone cliffs and domes, the meandering cottonwood-lined Mill Creek and the cliffs of Wilson Mesa which form the eastern boundary of the WSA. Above the WSA, the view includes the LaSal Mountains in the Manti-LaSal National Forest's Moab Ranger District.

**4:00pm- DEPART MILL CREEK CANYON; EN ROUTE TO MOAB ADVENTURE
4:30pm CENTER**

Car #1: KLS, Lt (b) (5) (D) (7)(C) Alan Gilbert, Lt (b) (5) (D) (7)(C)
Car#2: Russ von Koch (*BLM Office Recreation Lead*), Rock Smith (*BLM Office Manager*), Kate Kelly, Tami Heilemann, Bruce Finley, Bill Stevens (*BLM Recreation Planner*)
Car#3: Tom Petrillo, Katie Stevens

4:30pm-
5:15pm

PUBLIC MEETING

Location: Moab Adventure Center
225 South Main Street
Moab, UT 84532
(435) 259-7019
POC: Jeffrey "Rock" Smith, BLM Regional Office Manger
(435) 259-2110
Participants: Approximately 30 Attendees
Press: Open
Staff: Tom Petrillo
Dress: Casual
Setup: Outdoor Town Hall Style Discussion

5:20pm-
5:35pm

DEPART MOAB ADVENTURE CENTER; EN ROUTE TO AIRPORT

Car #1: KLS, Lt. (b) (6), (b) (7)(C) Alan Gilbert, Lt. (b) (6), (b) (7)(C)
Car#2: Tom Petrillo, Kate Kelly, Tami Heilemann, Bruce Finley

5:45pm-
7:00pm

WHEELS-UP; EN ROUTE TO SANTE FE, NM

Manifest: KLS, Lt. (b) (6), (b) (7)(C) Alan Gilbert, Kate Kelly, Tami Heilemann, Bruce Finley



**THE TRIP OF THE SECRETARY
TO
NEW MEXICO**

**WEDNESDAY, SEPTEMBER 28, 2011
TO
THURSDAY, SEPTEMBER 29, 2011**

TRIP SUMMARY
THE TRIP OF THE SECRETARY TO NEW MEXICO
SEPTEMBER 28-29, 2011

Weather:

Washington, DC
Santa Fe, NM
Albuquerque, NM

AM Clouds / PM Sun; High 75 // Low 62
Mostly Sunny; High 76 // Low 46
Mostly Sunny; High 87 // Low 56

Time Zone:

Washington, DC
Santa Fe, NM
Albuquerque, NM

Eastern Time Zone
Mountain Time Zone (2hr behind Washington, DC)
Mountain Time Zone (2hr behind Washington, DC)

Advance:

Advance
Ride-Along
Security (Santa Fe, NM)
Security (Albuquerque, NM)

Cell Phone:

Joan Padilla	(b) (6)
Lt (b) (6), (b) (7)(C)	(b) (6), (b) (7)(C)
Sgt (b) (6), (b) (7)(C)	(u) (6), (u) (7)(C)
Sgt (b) (6), (b) (7)(C)	(u) (6), (u) (7)(C)

Traveling Staff:

Assistant Secretary, BIA
Commissioner, BOR
Senior Advisor
Deputy Director, OC
Counselor, ASWS
Photographer
Staff Assistant, BIE

Larry Echo Hawk	(b) (6)
Mike Connor	(b) (6)
Alan Gilbert	(b) (6)
Kate Kelly	(b) (6)
Tanya Trujillo	(b) (6)
Tami Heilemann	(h) (6)
Cindy Wheeler	(b) (6)

Washington Staff:

Secretary's Scheduler
Ethics

Office Phone

Joan Padilla	(202) 208-5820
Melinda Loftin	(703) 862-5552

WEDNESDAY, SEPTEMBER 28, 2011**5:20pm- DEPART MOAB ADVENTURE CENTER EN ROUTE TO
5:35pm CANYONLANDS FIELD AIRPORT (CNY)**

Car #1: KLS, Lt. (b) (6), (b) (7)(C)

5:35pm ARRIVE CANYONLANDS FIELD AIRPORT (CNY)Location: Redtail Aviation Moab
Hwy. 191 North
Moab, UT 84532
Phone: 435-259-7421
Phone: 800-842-9251**5:45pm- WHEELS-UP TO MOAB, UT TO SANTA FE, NM****6:57pm** Manifest: KLS, Alan Gilbert, Kate Kelly, Tami Heilemann,
Lt. (b) (6), (b) (7)(C) Bruce Finley, BLM RepresentativeFlight Time: 1hr 12min
Ride-Along: Lt. Chris Stock**6:57pm WHEELS-DOWN SANTA FE, NM**Location: Santa Fe Municipal Airport (KSAF)
JetCenter Santa Fe
121 Aviation Drive Bldg. #3005
Santa Fe, NM 87507
Phone: 505-471-2525
Phone: 800-263-7695**7:10pm- DEPART SANTA FE MUNICIPAL AIRPORT (KSAF) EN ROUTE
7:30pm TO RON**

Car #1: KLS, Lt. (b) (6), (b) (7)(C)

Car #2: Alan Gilbert, Kate Kelly, Bruce Finley, Joan Padilla

Car #3: Tami Heilemann, Tanya Trujillo

Note: Larry Echo Hawk will arrive at the RON hotel separately.*Note: BLM Representative will meet with BLM Staff at the airport and separate from the traveling part.*

7:30pm ARRIVE RON

Location: Courtyard Marriott Santa Fe
3347 Cerrillos Road
Santa Fe, NM 87507

**Note: Larry Echo Hawk, Alan Gilbert, Kate Kelly, Tami Heilemann, and Joan Padilla will also be staying at this hotel.*

8:00pm RON

THURSDAY, SEPTEMBER 29, 2011

8:35am Call time for **STAFF** to meet in hotel lobby and depart for Santa Fe Indian School.

Car #2: Kate Kelly, Bruce Finley, Tami Heilemann, FWS Staff

**Note: Pick-up and transportation provided by the following FWS Staff:*

Andrew Hautzinger, Acting Deputy Chief, National Wildlife Refuge System

Cell: (b) (6)

Paul Tashjian, Hydrologist, National Wildlife Refuge System

Cell: (b) (6)

8:45am **DEPART RON EN ROUTE TO SANTA FE INDIAN SCHOOL**

Car #1: KLS, Alan Gilbert, Lt. (b) (5), (b) (7)(C)

**Note: Larry Echo Hawk will drive to the Santa Fe Indian School separately*

9:05am **ARRIVE SANTA FE INDIAN SCHOOL**

Location: 1501 Cerrillos Road
Santa Fe, NM 87505

**Note: Mike Connor, Tanya Trujillo, and Joan Padilla will meet the traveling party at the event.*

9:10am-9:30am **RUN OF SHOW MEETING WITH EVENT SPEAKERS**

Location: Hold/Hospitality Room (just off gymnasium floor)

Santa Fe Indian School
 1501 Cerrillos Road
 Santa Fe, NM 87505

Participants: **Secretary Salazar**
Jeff Bingaman, Senator, New Mexico
Virginia Vigil, Commission Chair, Santa Fe County
Larry Echo Hawk, Assistant Secretary – Indian Affairs
Mike Connor, Commissioner, Bureau of Reclamation
Ernest Mirabel, Governor, Nambé Pueblo
George Rivera, Governor, Pojoaque Pueblo
Perry Martinez, Governor, San Ildefonso Pueblo
Charlie Dorame, Chairman, Northern Pueblos Tributary Water
 Rights Association (on behalf of Tesuque
 Pueblo Governor Mark Mitchell)
John D'Antonio, State Engineer, New Mexico (on behalf of New
 Mexico Governor Susana Martinez)
Everett F. Chavez, Superintendent, Santa Fe Indian School
Felisa Gulibert, Principal, Santa Fe Indian School
Justin Naranjo, Junior, Santa Fe Indian School (Opening Prayer)
Haley Q. Garcia, Junior, Santa Fe Indian School (Pledge of
 Allegiance)

Press: Closed
 Staff: Joan Padilla, Tanya Trujillo
 Setup: Hold/Hospitality Room with refreshments, space to hold 10-16
 people
 Format: Joan Padilla will review the event program with speakers and
 ensure that each speaker knows his/her exact role during the event.
 Speakers can meet and interact before the formal program begins.

**Note: The Hold/Hospitality Room will open up to speakers at 8:30am. Most
 other speakers should be in the room by 8:45am.*

9:30am-
 10:30am

WATER RIGHTS EVENT

Location: Gymnasium
 Santa Fe Indian School
 1501 Cerrillos Road
 Santa Fe, NM 87505

Participants: **Secretary Salazar**
Jeff Bingaman, Senator, New Mexico
Virginia Vigil, Commission Chair, Santa Fe County
Larry Echo Hawk, Assistant Secretary – Indian Affairs
Mike Connor, Commissioner, Bureau of Reclamation
Ernest Mirabel, Governor, Nambé Pueblo
George Rivera, Governor, Pojoaque Pueblo

Perry Martinez, Governor, San Ildefonso Pueblo
Charlie Dorame, Chairman, Northern Pueblos Tributary Water Rights Association (on behalf of Tesuque Pueblo Governor Mark Mitchell)
John D'Antonio, State Engineer, New Mexico (on behalf of New Mexico Governor Susana Martinez)
Everett F. Chavez, Superintendent, Santa Fe Indian School
Felisa Gulibert, Principal, Santa Fe Indian School
Justin Naranjo, Junior, Santa Fe Indian School (Opening Prayer)
Haley Q. Garcia, Junior, Santa Fe Indian School (Pledge of Allegiance)

Press: Open
 Staff: Alan Gilbert, Kate Kelly
 Setup: Podium with seating on an elevated stage, microphone at podium, stage facing seating in the gymnasium
 Attendees: Approximately 150-160 school students in audience (senior class, National Honor Society members, and government class students), tribal representatives from the four pueblos

Program:

- *9:30am: Santa Fe Indian School Superintendent Everett Chavez opens the program and introduces Santa Fe Indian School Junior Justin Naranjo (1 min)
**Note: Everett Chavez will also be the M.C. for the event and will introduce speakers*
- *9:31am: Opening Prayer – Santa Fe Indian School Junior Justin Naranjo (2 min)
- *9:33am: M.C. Everett Chavez introduces the Santa Fe Indian School Drum Group and the Santo Domingo Disabled Veterans Association Color Guard
- *9:33am: Prayer Song / Posting of Colors / Victory Song – Santa Fe Indian School Drum Group and Santo Domingo Disabled Veterans Association Color Guard (8 min)
- *9:41am: M.C. Everett Chavez introduces Santa Fe Indian School Junior Haley Q. Garcia
- *9:41am: Pledge of Allegiance – Santa Fe Indian School Junior Haley Q. Garcia (1 min)
- *9:42am: M.C. Everett Chavez introduces Santa Fe Indian School Principal Felisa Gulibert
- *9:42am: Welcome Remarks – Santa Fe Indian School Principal Felisa Gulibert (1 min)
- *9:43am: M.C. Everett Chavez introduces **YOU** (1 min)
- *9:44am: **YOU** give remarks (4 min)
- *9:48am: **YOU** introduce Senator Jeff Bingaman
- *9:48am: Senator Jeff Bingaman gives remarks (2 min)

- *9:50am: M.C. Everett Chavez introduces Commissioner Mike Connor
- *9:50am: Commissioner Mike Connor gives remarks (2 min)
- *9:52am: M.C. Everett Chavez introduces the Parties, then asks the Parties to stand and come to microphone to speak (1 min)

The Parties:

- Santa Fe County Commission Chair Virginia Vigil
- New Mexico State Engineer John D'Antonio (on behalf of New Mexico Governor Susana Martinez)
- Nambé Pueblo Governor Ernest Mirabel
- Pojoaque Pueblo Governor George Rivera
- San Ildefonso Pueblo Governor Perry Martinez
- Northern Pueblos Tributary Water Rights Association Chairman Charlie Dorame (on behalf of Tesuque Pueblo Governor Mark Mitchell)

**Note: The Parties will stand and proceed as a group to the podium to speak.*

- *9:53am: Santa Fe County Commission Chair Virginia Vigil gives remarks (1 min)
- *9:54am: New Mexico State Engineer John D'Antonio gives remarks on behalf of New Mexico Governor Susana Martinez (1 min)
- *9:55am: Nambé Pueblo Governor Ernest Mirabel gives remarks (1 min)
- *9:56am: Pojoaque Pueblo Governor George Rivera gives remarks (1 min)
- *9:57am: San Ildefonso Pueblo Governor Perry Martinez gives remarks (1 min)
- *9:58am: Northern Pueblos Tributary Water Rights Association Chairman Charlie Dorame gives remarks on behalf of Tesuque Pueblo Governor Mark Mitchell (1 min)
- *9:59am: M.C. Everett Chavez introduces Assistant Secretary Larry Echo Hawk
- *9:59am: Assistant Secretary Larry Echo Hawk gives closing remarks (2 min)
- *10:01am: Assistant Secretary Larry Echo Hawk introduces the Santa Fe Indian School Drum Group
- *10:01am: Drum Group Song – Santa Fe Indian School Drum Group (5 min)
- *10:06am: Program concludes

10:15am *SITE VISIT OF THE SANTA FE INDIAN SCHOOL – TIME PERMITTING*

10:30am *MEDIA AVAILABILITY – TIME PERMITTING*

11:05am

DEPART SANTA FE INDIAN SCHOOL EN ROUTE TO ALBUQUERQUE, NM

Car #1: KLS, Senator Jeff Bingaman, Lt (b) (6), (b) (7)(C)

Car #2: Mike Connor, Kate Kelly, Bruce Finley

Car #3: Tami Heilemann, FWS Staff

Car #4: Tanya Trujillo

Note: Lunch will be provided to travelers either prior to departing Santa Fe or en route to Albuquerque, NM*Note: Larry Echo Hawk will travel to Albuquerque separately for a 5:30pm flight to Salt Lake City, UT on Delta Airlines #4462.*12:00pm-
12:30pm**PRESS CALL**

Location: Car #1

Participants: **Secretary Salazar****Jeff Bingaman**, Senator, New Mexico (unconfirmed)

Press: Open

Staff: Alan Gilbert

Setup: **YOU** will do a media phone call with Senator Bingaman while traveling to Albuquerque, NM.

12:25pm

ARRIVE PRICE'S DAIRY

Location: Bernalillo County, NM

Directions: From I-25 take exit 220 – Rio Bravo Blvd. Take Rio Bravo Blvd. SE for 1 mile. Turn left on 2nd Street SW. Travel for 3 miles. Entrance to Price's Dairy is on the right. Follow signs to the event location in the far northwest corner of the property.**Note: Joan Padilla will meet the traveling party at the event.*11:30am-
12:30pm*NOTE: Pre-event refreshments will be sponsored by Bernalillo County and hosted in a tented space by Bernalillo County Commissioner Art De La Cruz*12:30pm-
1:00pm**PRESS ANNOUNCEMENT**

Location: Price's Dairy

Participants: **Secretary Salazar****Jeff Bingaman**, Senator, New Mexico**Martin Heinrich**, Congressman, New Mexico (1st District)**Art De La Cruz**, Commissioner, Bernalillo County**Will Rogers**, President and CEO, The Trust for Public Land**Joy Nicholopoulos**, Deputy Regional Director, U.S. Fish and Wildlife Service, Southwest Region

**Note: Mike Connor will also be at this event but he will not have a speaking role.*

Press: Open
 Staff: Alan Gilbert, Kate Kelly
 Setup: Outdoors with bosque backdrop, podium with microphone and PA system in front of 75-100 chairs for attendees. All speakers will stand for the duration of the announcement.

Program:

- *12:30pm: Welcome and Introduction – U.S. Fish and Wildlife Service Deputy Regional Director Joy Nicholopoulos (3 min)
- *12:33pm: Joy Nicholopoulos introduces Mountain View Elementary Student (1 min)
- *12:34pm: Pledge of Allegiance – Mountain View Elementary Student (2 min)
- *12:36pm: Joy Nicholopoulos introduces **YOU** (1 min)
- *12:37pm: **YOU** give remarks (5 min)
- *12:42pm: **YOU** introduce Senator Jeff Bingaman (1 min)
- *12:43pm: Senator Jeff Bingaman gives remarks (3 min)
- *12:46pm: Senator Jeff Bingaman introduces Congressman Martin Heinrich (1 min)
- *12:47pm: Congressman Martin Heinrich gives remarks (3 min)
- *12:50pm: Joy Nicholopoulos introduces The Trust for Public Land President and CEO Will Rogers (1 min)
- *12:51pm: The Trust for Public Land President and CEO Will Rogers gives remarks (3 min)
- *12:54pm: Joy Nicholopoulos introduces Bernalillo County Commissioner Art De La Cruz (1 min)
- *12:55pm: Bernalillo County Commissioner Art De La Cruz gives remarks (2 min)
- *12:57pm: Presentation of \$5 million check – photo op (3 min)
Note: Commissioner De La Cruz will present **YOU with a giant, cardboard check.*
- *1:00pm: Media Q&A

**Note: Senator Jeff Bingaman must depart the Press Announcement for another commitment by 1:05pm.*

1:05pm-
 1:15pm

DRIVING SITE VISIT OF PRICE'S DAIRY PROPERTY

Location: Price's Dairy
 Participants: **Secretary Salazar**
Mike Connor, Commissioner, Bureau of Reclamation
Alan Gilbert, Senior Advisor
Art De La Cruz, Commissioner, Bernalillo County
Will Rogers, President and CEO, The Trust for Public Land

Joy Nicholopoulos, Deputy Regional Director, U.S. Fish and Wildlife Service, Southwest Region
Jose Viramontes, Public Affairs Specialist, U.S. Fish and Wildlife Service, Southwest Region

Press: Closed
Staff:
Format: Participants will travel in a van for a brief site visit around the perimeter of the property. Joy Nicholopoulos, Deputy Regional Director of the Southwest Region for the U.S. Fish and Wildlife Service, will lead this site visit as your guide.

1:15pm-1:35pm WALKING SITE VISIT OF PRICE'S DAIRY PROPERTY

Location: Price's Dairy
Participants: **Secretary Salazar**
Mike Connor, Commissioner, Bureau of Reclamation
Alan Gilbert, Senior Advisor
Art De La Cruz, Commissioner, Bernalillo County
Will Rogers, President and CEO, The Trust for Public Land
Joy Nicholopoulos, Deputy Regional Director, U.S. Fish and Wildlife Service, Southwest Region
Jose Viramontes, Public Affairs Specialist, U.S. Fish and Wildlife Service, Southwest Region

Press: Closed
Staff: Kate Kelly
Format: A walking site visit of the property near the bosque. Joy Nicholopoulos, Deputy Regional Director of the Southwest Region for the U.S. Fish and Wildlife Service, will lead this site visit as your guide.

1:35pm DEPART PRICE'S DAIRY EN ROUTE TO ALBUQUERQUE INTERNATIONAL SUNPORT (ABQ)

Car #1: KLS, Lt (b) (6), (b) (7)(C)
Car #2: Alan Gilbert, Tanya Trujillo
Car #3: Kate Kelly, Tami Heilemann, Bruce Finley, Joan Padilla
**Note: Mike Connor will depart separately from Price's Dairy with BOR Staff for a 5:30pm flight to El Paso, TX.*

1:45pm ARRIVE ALBUQUERQUE INTERNATIONAL SUNPORT (ABQ)

Location: 2200 Sunport Boulevard SE
Albuquerque, NM 87106
**Note: Alan Gilbert will separate from the traveling party at the airport to*

proceed to a subsequent engagement in Albuquerque.

**Note: Bruce Finley will separate from the traveling party at the airport.*

3:25pm- WHEELS-UP ALBUQUERQUE, NM TO BALTIMORE, MD

(MDT)

Flight: Southwest #2489

9:10pm

Flight Time: 3hr 45min

(EDT)

Seat:

Ride-Along: Lt. [REDACTED]

**Note: Kate Kelly and Tanya Trujillo will also be on this flight.*

9:10pm

WHEELS-DOWN BALTIMORE/WASHINGTON INTERNATIONAL AIRPORT (BWI)

(EDT)

Location: Aviation Blvd. & Elm Road
Baltimore, MD 21240

9:30pm

DEPART BALTIMORE/WASHINGTON INTERNATIONAL AIRPORT (BWI) EN ROUTE TO RESIDENCE

Car #1: KLS, Lt. [REDACTED]

10:30pm

ARRIVE RESIDENCE

10:35pm

RON

***Note: Tami Heilemann will depart from Albuquerque, NM to Dulles on a 3:57pm United Airlines #6129 flight.*

CHARTER

\$6,720

**OFFICE OF THE SOLICITOR
CORRESPONDENCE BACKGROUND FORM**

Date: October 18, 2011

Nature and Significance of Document: Request for approval of charter aircraft service for official travel on **October 20, 2011**, of Secretary Salazar, two DOI SES officials (Dan Ashe, FWS Director; Matt Lee-Ashley, Deputy Chief of Staff) and one DOI non-SES official (Lt. (b) (6) (b) (7)(C) Security) from Tamiami Airport, FL to Pelican Island NWR to Orlando, FL. The purpose of this travel is an aerial tour and briefing by NWR personnel.

Background: Advance approval/disapproval by the Solicitor or Deputy Solicitor is required by 41 C.F.R. Parts 301-10 and 301-70, and OMB Circular A-126 for travel on other-than-commercial airlines by officials at SES level and above and for all non-federal individuals who are traveling either for official DOI business or on a "space available" basis. The standards for approving official travel vary according to the category of travel: to meet mission requirements; "required use" travel (extraordinary security, communications, or scheduling needs); or other travel for the conduct of DOI business.

The trip documented on the attached form is ordinary ("other") official travel because it involves transportation that is neither to meet mission requirements nor "required use" travel. As such, the use of DOI or charter aircraft may be authorized only when: 1) no commercial service is reasonably available to meet the scheduling or operational needs of the trip; or 2) the actual cost of charter aircraft is not more than commercial service. Reasonable availability is defined as "able to meet your departure and/or arrival requirements within a 24-hour period, unless you demonstrate that extraordinary circumstances require a shorter period." 41 C.F.R. § 301-10.261(a)(1).

As the attached OAS-110 indicates, commercial and DOI aircraft service are not available for this flight, which includes an aerial tour. Charter service, not including cost of total duty hours away, is \$6,720. Because use of charter aircraft service is the only means of meeting the operational and scheduling needs of this trip, this travel may be approved.

Your approval of this travel is requested. The applicable criteria are met for approval of this travel. **PLEASE INDICATE YOUR APPROVAL ON THE ATTACHED OAS-110 FORM.**

Contact and telephone number:

Jennifer Heindl 202-208-7094

Surname

Due Date: ASAP

Tim Murphy

Murphy 10/19/11

TRAVEL COST ANALYSIS

Justification for use of a Government aircraft for travel:

A. BASIC DATA:

Dates and time of required time(s) at Temporary Duty Station(s) (TDS):

Location	Date	Hours required to be on site	_____ to _____
Tamiami, FL	10/20/2011	_____	_____ to _____
Everglades NP, FL	10/20/2011	_____	_____ to _____
Pelican Island NWR, FL	10/20/2011	_____	_____ to _____

Manifest (only persons required to be at TDS):

Name	Hourly Salary
Secretary Ken Salazar, ES	\$103.87
Dan Ashe, USFWS Director, SES	\$67.97
Matt Lee-Ashley, Deputy Chief of Staff, SES	\$87.97
LT (b) (6), (b) (7)(C) Security, GS-13	\$57.23
TOTAL Hours Cost of All Required Travelers	\$337.04

Annual Salary + 2087 hours x 1.20 = Hourly Salary Rate

NOTE: 1.20 covers average Fringe Benefits, Retirement, Health & Life Insurance, Medicare, other Fringes. The 1.20 does not include COLA. For Alaska-based employees, add the applicable additional %.

(Continue on attached sheet if needed)

B. COST COMPARISON:

1. <u>Commercial Airline Costs to meet the required TDS locations and times. Individual ticket cost x number of required travelers.</u>	\$ 0.00 <i>N/A</i>
• Cost of total duty hours away from office or regular duty station to meet the commercial airline schedule.	0.00
• Cost of required per diem and ground transportation.	0.00
TOTAL Cost by commercial transportation	\$ 0.00
2. <u>Leased Contract or Rental Aircraft.</u>	
1. Flight hours x flight hour costs	\$ 6,720.00
2. Cost of total duty hours away from office or regular duty station	0.00
3. Cost of required per diem and ground transportation	0.00
4. Any additional aircraft or crew costs not included in above hourly rate, i.e., standby charges, tie-down fees, overnight parking, extra crew, etc.	0.00
TOTAL Cost by Lease, Contract, or Rental aircraft.	\$ 6,720.00
3. <u>DOI-Operated Aircraft</u> - identify specific aircraft: _____	
• Flight hours required x variable flight hour cost. <i>N/A - see remarks</i>	\$ 0.00
• Cost of total duty hours away from office or regular duty station.	0.00
• Cost of required per diem and ground transportation.	0.00
• Any additional costs to be incurred that are not included in the above flight hour rate. Variable cost of crew, as defined on page 1 of OMB Circular A-126, Attachment B, if not included in the flight hour rate. (Do not include pilot costs here if the pilot is one of the Government officials required to meet or perform duties at the TDY location.)	0.00
• Fuel costs, if not included in above flight hour rate. Any additional aircraft costs not in the above flight hour rate, i.e., tie-down fees, overnight parking, et.	0.00
TOTAL COST by DOI Fleet aircraft.	\$ 0.00

C. MOST COST EFFECTIVE METHOD:

Commercial 977MY Mike Barron (PIC) Carlos Luque (SIC)
 Lease, Contract or Rental - N# _____ Pilot/Crew _____
See Remarks Below
Purpose _____
 DOI Fleet -----N# _____ Pilot/Crew _____
Purpose _____

REMARKS: (Must be completed if other than most-cost-effective method is chosen.)

Request approval for three SES personnel (Secretary Ken Salazar, ES; Matt Lee-Ashley, Deputy Chief of Staff, SES; Dan Ashe, Director FWS, SES) to fly on DOI Charter Helicopter October 20th, 2011. Helicopter will pick up passengers at Tamiami Airport FL and fly to Pelican Island NWR (off coast of Vero Beach, FL). Helicopter will conduct an aerial tour of the refuge prior to landing and briefing by refuge personnel. Helicopter will then depart Pelican Island NWR for Orlando, FL airport (MCO) where team will catch commercial airlines back to official duty station.

~~DOI Fleet aircraft was available with only one pilot. Secretary flights require two pilots therefore the Fleet aircraft was not considered for cost comparison.~~

No commercial airlines to Pelican Island NWR as well as no capability of conducting aerial tour.

D. GENERAL APPROVAL REQUIREMENTS FOR TRAVEL ON GOVERNMENT AIRCRAFT:

Print name of designated approving official Signature Date

E. SPECIAL APPROVAL REQUIREMENTS FOR REQUIRED USE TRAVEL: (See paragraph 11.b. page 6 of OMB Circular A-126)

Print name of designated approving official Signature Date

F. SPECIAL APPROVAL REQUIREMENTS FOR USE OF GOVERNMENT AIRCRAFT FOR TRAVEL BY THE FOLLOWING CATEGORIES OF PEOPLE:
(See paragraph 11.c. page 7 of OMB Circular A-126 and paragraph a., page 3-1 of OMB Bulletin No. 93-11)

- 1) ~~Senior Executive Branch Officials~~
- 2) Senior Federal Officials
- 3) Members of Families of Senior Executive Branch and Senior Federal Officials
- 4) Non-Federal travelers

ARTHUR E. GARY
Print name of designated approving official

Arthur E Gary
Signature

10/19/11
Date

Draft 2: 10/17/11



THE TRIP OF THE SECRETARY

TO

FLORIDA

OCTOBER 19-20, 2011

**TRIP SUMMARY
THE TRIP OF THE SECRETARY
FLORIDA
OCTOBER 19-20, 2011**

Weather:

Miami, Florida
Pelican Island

; High // Low
Sun, 72; High //55 Low

Time Zone:

Eastern Time

Advance:

Advance
Advance
Security
Security
Ride-A-Long

Jenny Sarabia (Miami)
Jason Fink (Pelican Island)
Sgt. (b) (6), (b) (7)(C) (Miami)
Sgt. (b) (6), (b) (7)(C) (Pelican Island)
Lt. (b) (6), (b) (7)(C)

Cell Phone:

(b) (6)
(b) (6)
(b) (6), (b) (7)(C)
(b) (6), (b) (7)(C)
(b) (6), (b) (7)(C)

Traveling Staff:

Deputy Chief of Staff
Photographer

Matt Lee Ashley
Tami Heilemann

(b) (6)
(b) (6)

Washington Staff:

Secretary's Scheduler
Ethics

Joan Padilla
Melinda Loftin

Office Phone

(202) 208-5820
(703) 862-5552

Attire:

SEJ Dinner: Business
Tamiami Trail – Business Casual
Pelican Island –Casual

Purpose:

- a. October 19, 2011 – Keynote speaker for SEJ (Society of Environmental Journalist)
- b. October 20, 2011 – Tamiami Trail
- c. October 21, 2011 – Pelican Island National Wildlife Refuge

WEDNESDAY, OCTOBER 19, 2011

2:15pm DEPART DOLEN ROUTE TO DCA.

Car: KLS, Lt. (b) (6), (b) (7)(C)

3:00pm Wheels-Up DCA en route to Miami, Florida.

Flight: American Airlines 985

Depart: 3:00pm

Arrive: 5:35pm

Total Flight Time: 2 Hours & 35 minutes

Seat: 15A

5:35pm Wheels-down Miami International Airport

Location: 1640 NW 42nd Ave., Miami. FL 33126

(305) 887-6000

Car #1: KLS, Lt. (b) (6), (b) (7)(C) Sgt. (b) (6), (b) (7)(C) Matt Lee Ashley

Car #2: Jenny Sarabia, Tami Heilemann

5:45pm DEPART EN ROUTE TO INTERCONTINENTAL HOTELS INTERCONTINENTAL

Location: **100 CHOPIN PLAZA, MIAMI FL 33131**

Phone Number: 305-577-1000

Distance: 6.4 miles (12 minutes)

6:00pm Arrive Intercontinental Hotel

KLS Time

6:15pm SEJ's 21st Annual Conference

Location: Room

Staff: Matt Lee Ashley

POC: Jay Letto – Annual Conference Manager, Phone: 509-493-4428; jayletto@aol.com

Dress: Business

Press: Open

Program

Dinner Moderator: Michael Grunwald, Senior Correspondent, *TIME* Magazine

6:00pm Dinner Starts

6:15pm YOU deliver remarks (15 min)

6:30pm Q & A facilitated by moderator – (30 min)

7:00pm ARRIVE TO RON

THURSDAY, OCTOBER 20, 2011

7:30am **Depart RON; En Route to Tamiami Trail**
 Car #1: KLS, Sgt (b) (6), (b) (7)(C) Matt Lee Ashley
 Car #2: Jenny Sarabia, Tamr Heilemann

8:15am **Tamiami Trail Visit**
 Location: Construction Trailer, Construction Zone & Levy
 Staff: Matt Lee Ashley
 POC: 1. Dan B. Kimball, Superintendent - Everglades & Dry Tortugas National Parks &
 Margory Stoneman Douglas Wilderness, National Park Service; 305-322-6311
 2. Keith Whisenant, Deputy Superintendent (Ofc: 305-242-7713; 305-342-7003)
 3. Dave Sikkema, Branch Chief, Project Management
 South Florida Natural Resources Center, SFE0 Everglades National
 Park 305-224-4214
 Dress: Business Casual
 Press: Open
 Program:
 Stop I: Construction Trailer for safety briefing, Trail update by Army Corp Tim Brown
 Note: 1 mile bridge; road complete December 2013; 5.5 miles future goal to finish
 Stop II: Construction Zone (45-50 workers) – site visit
 Stop III: Levy (10 minutes travel time)

Key Attendees:

*Issues:

1. Safety Briefing time & location
2. SEJ set tours – Big Cypress departure is at 8:30am
 (Joe Browder & Mike Grumwald Tour)

11:00am (tentative) Depart Tamiami Trail en route to Pelican Island National Wildlife Refuge
 Manifest: (2 pilots – 4 seats) KLS, Lt. Stock, Matt Lee Ashley, Dan Ashe,
 Contractor: HMC Helicopters
 Pilot-In-Command: Mike Barron Cell (b) (6)
 Second-In-Command: Carlos Luque Cell (b) (6)
 Tail Number: N977MY
 Color Of A/C: Grey and White
 Tamiami Airport FBO: Reliance Aviation 305-233-0310

12:15pm: WHEELS-DOWN PELICAN ISLAND NATIONAL WILDLIFE REFUGE

12:20pm: DEPART LANDING AREA EN ROUTE PLANKS EVENT

Car #1: KLS, Dan Ashe, Matt Lee-Ashley, and Lt. (b) (6), (b) (7)(C) Sgt (b) (6), (b) (7)(C)

12:30pm-1:00pm: PLANKS EVENT AT PELICAN ISLAND NATIONAL WILDLIFE REFUGE

Location: Pelican Island
 Participants: TBD
 Press: Open
 Staff: Dan Ashe, Director, FWS

Matt Lee-Ashley, Deputy COS
Jason Fink
Setup: Outside, Podium
Format:

1:15pm: DEPART PLANKS EVENT EN ROUTE ORLANDO INTERNATIONAL AIRPORT

Manifest: (2 pilots – 4 seats) KLS, Lt. [REDACTED] Matt Lee Ashley, Dan Ashe,
Contractor: HMC Helicopters
Pilot-In-Command: Mike Barron Cell (b) (6)
Second-In-Command: Carlos Luque Cell (b) (6)
Tail Number: N977MY
Color Of A/C: Grey and White

2:10pm ARRIVE ORLANDO INTERNATIONAL AIRPORT

Orland Int'l FBO: Signature 407-825-6999

3:16pm –5:10pm (MDT): WHEELS-UP ORLANDO, FL EN ROUTE DENVER, CO

Airline: United Airlines #525
Flight Time: 3hr 54min
Ride-along: Lt. [REDACTED]
Seat: 25F (Window Seat)

5:16pm (MDT): WHEELS-DOWN DENVER INTERNATIONAL AIRPORT

DOI AIR

\$25,835

**OFFICE OF THE SOLICITOR
CORRESPONDENCE BACKGROUND FORM**

Date: October 21, 2011

Nature and Significance of Document: Request for approval of DOI aircraft service for official travel on **October 23-24, 2011**, of Secretary Salazar, one DOI SES official (Anne Castle, Asst. Secretary- Water and Science) and four non-SES officials (Lt. (b) (5), (b) (7)(C) Security; Jordan Montoya, Press Secretary; Tami Heilmann, Photographer; Lizzie Marsters, Executive Asst. to the Secretary) from Denver, CO to Big Bend NP to Dallas, TX. The purpose of this travel is meetings between U.S. and Mexican government officials, as well events with stakeholders from both the U.S. and Mexico, regarding Big Bend National Park.

Background: Advance approval/disapproval by the Solicitor or Deputy Solicitor is required by 41 C.F.R. Parts 301-10 and 301-70, and OMB Circular A-126 for travel on other-than-commercial airlines by officials at SES level and above and for all non-federal individuals who are traveling either for official DOI business or on a "space available" basis. The standards for approving official travel vary according to the category of travel: to meet mission requirements; "required use" travel (extraordinary security, communications, or scheduling needs); or other travel for the conduct of DOI business.

The trip documented on the attached form is ordinary ("other") official travel because it involves transportation that is neither to meet mission requirements nor "required use" travel. As such, the use of DOI or charter aircraft may be authorized only when: 1) no commercial service is reasonably available to meet the scheduling or operational needs of the trip; or 2) the actual cost of charter aircraft is not more than commercial service. Reasonable availability is defined as "able to meet your departure and/or arrival requirements within a 24-hour period, unless you demonstrate that extraordinary circumstances require a shorter period." 41 C.F.R. § 301-10.261(a)(1).

As the attached OAS-110 indicates, commercial and charter aircraft service are not available. DOI aircraft service, including cost of total duty hours away, is \$25,835. Because use of DOI aircraft service is the only means of meeting the operational and scheduling needs of this trip, this travel may be approved.

Your approval of this travel is requested. The applicable criteria are met for approval of this travel. **PLEASE INDICATE YOUR APPROVAL ON THE ATTACHED OAS-110 FORM.**

Contact and telephone number:
Jennifer Heindl 202-208-7094

Surname

Due Date: ASAP

Tim Murphy *Murphy*

10/21/11

TRAVEL COST ANALYSIS

Justification for use of a Government aircraft for travel:

A. BASIC DATA:

Dates and time of required time(s) at Temporary Duty Station(s) (TDS):

Location	Big Bend National Park	Date	10/23/2011	Hours required to be on site	6:30pm	to	8:00pm
Location	Big Bend National Park	Date	10/24/2011	Hours required to be on site	9:00am	to	2:30pm
Location	_____	Date	_____	Hours required to be on site	_____	to	_____

Manifest (only persons required to be at TDS):

<u>Name</u>	<u>Hourly Salary</u>
See Attached	_____
_____	_____
_____	_____
_____	_____
_____	_____
TOTAL Hours Cost of All Required Travelers	\$ <u> \$0.00</u>

Annual Salary + 2087 hours x 1.20 =
Hourly Salary Rate

NOTE: 1.20 covers average Fringe Benefits, Retirement, Health & Life Insurance, Medicare, other Fringes. The 1.20 does not include COLA; for Alaska-based employees, add the applicable additional %.

(Continue on attached sheet if needed)

B. COST COMPARISON:

1. <u>Commercial Airline Costs to meet the required TDS locations and times. Individual ticket cost x number of required travelers.</u>	\$	<u> 0.00</u> <i>N/A</i>
• Cost of total duty hours away from office or regular duty station to meet the commercial airline schedule.		<u> 0.00</u>
• Cost of required per diem and ground transportation.		<u> 0.00</u>
TOTAL Cost by commercial transportation	\$	<u> 0.00</u>
2. <u>Leased, Contract, or Rental Aircraft:</u>		
1. Flight hours x flight hour costs	\$	<u> 0.00</u> <i>N/A</i>
2. Cost of total duty hours away from office or regular duty station		<u> 0.00</u>
3. Cost of required per diem and ground transportation		<u> 0.00</u>
4. Any additional aircraft or crew costs not included in above hourly rate, i.e., standby charges, tiedown fees, overnight parking, extra crew, etc.		<u> 0.00</u>
TOTAL Cost by Lease, Contract, or Rental aircraft.	\$	<u> 0.00</u>
3. <u>DOI-Operated Aircraft</u> – identify specific aircraft: <u> N618</u>		
• Flight hours required x variable flight hour cost	\$	<u> 13,856.00</u>
• Cost of total duty hours away from office or regular duty station.		<u> 8,797.44</u>
• Cost of required per diem and ground transportation.		<u> 1,716.00</u>
• Any additional costs to be incurred that are not included in the above flight hour rate. Variable cost of crew, as defined on page 1 of OMB Circular A-126, Attachment B, if not included in the flight hour rate. (Do not include pilot costs here if the pilot is one of the Government officials required to meet or perform duties at the TDY location.)		<u> 1,765.60</u>
• Fuel costs, if not included in above flight hour rate. Any additional aircraft costs not in the above flight hour rate, i.e., tiedown fees, overnight parking, et.		<u> 0.00</u>
TOTAL COST by DOI Fleet aircraft.	\$	<u> 25,835.04</u>

C. MOST COST EFFECTIVE METHOD:

Commercial
 Lease, Contract or Rental - N# _____, Pilot/Crew _____
Purpose _____

DOI Fleet - N# 618, Pilot/Crew Randy Phelps (PIC) Geoffrey Shanen (SIC)
Purpose _____

REMARKS: (Must be completed if other than most-cost-effective method is chosen.)

Request approval for two SES/ES personnel (Secretary of Interior Ken Salazar, ES and Anne Castle, Asst Secretary, SES) to fly on board DOI Fleet Airplane October 23-24, 2011. Flight will pick up 6 passengers in Denver, CO to fly to Big Bend NP for two days of events. Team will depart on October 24th from Big Bend NP for Dallas, TX where the team will catch commercial flights back to assigned duty station in DC.

Request approval since no commercial airlines fly into Big Bend NP. Closest airport is 4.75 hrs driving distance to the Park.

No DOI Charter aircraft available for cost comparison.

D. GENERAL APPROVAL REQUIREMENTS FOR TRAVEL ON GOVERNMENT AIRCRAFT:

Print name of designated approving official _____ Signature _____ Date _____

E. SPECIAL APPROVAL REQUIREMENTS FOR REQUIRED USE TRAVEL: (See paragraph 11.b. page 6 of OMB Circular A-126)

Print name of designated approving official _____ Signature _____ Date _____

F. SPECIAL APPROVAL REQUIREMENTS FOR USE OF GOVERNMENT AIRCRAFT FOR TRAVEL BY THE FOLLOWING CATEGORIES OF PEOPLE:
(See paragraph 11.c. page 7 of OMB Circular A-126 and paragraph a., page 3-1 of OMB Bulletin No. 93-11)

- 1) Senior Executive Branch Officials
- 2) Senior Federal Officials
- 3) Members of Families of Senior Executive Branch and Senior Federal Officials
- 4) Non-Federal travelers

ARTHUR E. GARY _____ Signature Arthur E Gary Date 10/21/11

Passenger Information

Name	Title	Grade	Hrly Rate
Ken Salazar	Secretary of Interior	ES	\$ 103.87
Anne Castle	Asst. Secretary of Interior Water & Science	SES	\$ 87.98
LT (b) (6), (b) (7)(C)	Security	GS-13	\$ 57.23
Jordan Montoya	Press Secretary	GS-13	\$ 57.23
Tami Heilmann	Photographer	GS-11	\$ 49.03
Lizzie Marsters	Executive Asst. to the Secretary	GS-11	\$ 49.03
			<u>\$ 404.37</u>

Secretary Salazar + LT Chris Stock - Charter Aircraft

October 23rd

Depart Denver A/P for Big Bend NP	2.50	hrs
On Site Visit - Big Bend NP	2.50	hrs
Overnight in Big Bend NP		

October 24th

On Site Visit - Big Bend NP	5.50	hrs
Depart Big Bend A/P for Dallas, TX	1.75	hrs

Hourly Salary

Secretary Salazar	\$	103.87
LT (b) (5), (b) (7)(C) GS-13	\$	57.23
	\$	<u>161.10</u>

2 days away from office	\$	2,577.60	(16 hrs x \$161.10)
2 days per diem x 2 people	\$	292.00	(1st Day)\$111.50 (2nd Day)\$34.50
	\$	<u>2,869.60</u>	

Other Passengers - Charter Aircraft

October 22nd

Depart DCA A/P for Denver, CO	3.25	hrs
Overnight in Denver, CO		

October 23rd

Depart Denver A/P for Big Bend NP	2.50	hrs
On Site Visit	2.50	hrs
Overnight in Big Bend NP		

October 24th

Depart Big Bend A/P for Denver, CO	2.50	hrs
Depart Denver, CO for DCA A/P	3.25	hrs

Hourly Salary

Anne Castle, SES	\$	87.98
Tami Heliman, GS-11	\$	49.03
Lizzie Marsters, GS-11	\$	49.03
Jordan Montoya, GS-13	\$	57.23
	\$	<u>243.27</u>

3 days away from office	\$	6,219.84	(24 hrs x \$243.27)
3 days per diem x 4 people	\$	1,424.00	(1st Day)\$198.50 (2nd Day)\$123(3rd Day)\$34.50
	\$	<u>7,643.84</u>	

Commerical Airlines DCA A/P to Denver, CO

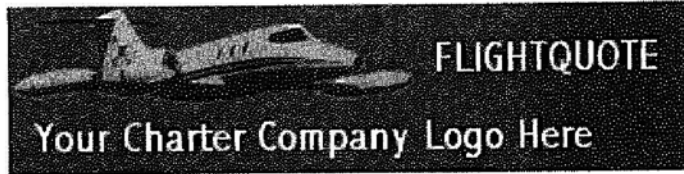
\$	1,765.60	\$441.40 x 4 people
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TOTAL COST AWAY FROM OFFICE	\$	8,797.44
TOTAL PER DIEM COSTS	\$	1,716.00

AIR CHARTER QUOTE

Quote Number: FQ00003

10/20/2011



Quote for:

Secretary Salazar
c/o Iris Straitt

Aircraft: N618 King Air 200 Medium Turboprop N618 Max. 8 Passengers

Departure Date: Sunday, October 23, 2011

Return Date: Monday, October 24, 2011

	Date	ID	Airport Name	NM	SM	ETD	Time	ETA
1	10/23/2011	BVU	BOULDER CITY MUNI	518	597	10:15	02:03	13:18
2	10/23/2011	BJC	JEFFCO	642	739	14:30	02:30	18:00
3	10/24/2011	89TE	LAJITAS FLD	405	466	16:30	01:42	18:12
4	10/24/2011	DFW	DALLAS FORT WORTH INTL	900	1,035	19:12	03:26	20:38
		BVU	BOULDER CITY MUNI					
Totals =				2,484	2,836		09:41	

* All departure and arrival times are in local time.

Final Quote = \$ 13,556.67 (09:41 * \$1,400.00)

Remarks:

Taxes are not included in this Quote.

Flight times are estimates and depend on winds aloft, air traffic control, and weather delays.

This price includes all flight related charges, so there are no additional charges for short legs, fuel surcharges, pilot fees, etc.

If you have any questions, please call us at any time

***** Thank you for your inquiry *****

2010

\$215,512 TOTAL

CHARTER

\$11,655

CANX
STORM

**OFFICE OF THE SOLICITOR
CORRESPONDENCE BACKGROUND FORM**

Date: February 2, 2010

Nature and Significance of Document: Request for approval of a charter aircraft to transport Secretary Salazar, and NPS Deputy Director Dan Wenk and three other DOI employees (and one OMB employee on a space available basis) on **February 6th, 2010** from Washington DC to Bryson City, NC and return. The purpose of the travel is to sign an MOU with Swain County regarding the non-construction of the North Shore Road in Swain County, NC. This has been a contentious issue for the past 60 years and resolution of the matter is of substantial interest to the County and surrounding areas

Background: Advance approval/disapproval by the Solicitor or Deputy Solicitor is required by 41 C.F.R. Parts 301-10 and 301-70, and OMB Circular A-126 for travel on other-than-commercial airlines by officials at SES level and above and for all non-federal individuals who are traveling either for official DOI business or on a "space available" basis. The standards for approving official travel vary according to the category of travel: to meet mission requirements; "required use" travel (extraordinary security, communications or scheduling needs); or other travel for the conduct of DOI business.

The trip documented on the attached form is ordinary ("other") official travel because it involves transportation that is neither to meet mission requirements nor "required use" travel. As such, the use of charter or DOI fleet aircraft may be authorized only when: 1) no commercial service is reasonably available to meet the scheduling or operational needs of the trip; or 2) the actual cost of charter aircraft is not more than commercial service. Reasonable availability is defined as "able to meet your departure and/or arrival requirements within a 24-hour period, unless you demonstrate that extraordinary circumstances require a shorter period." 41 C.F.R. § 301-10.261(a)(1). In this case, commercial airline service and charter service are available. With respect to the OMB employee, she meets the requirements of space available travel as the plane was already chartered for an official purpose, there was a seat available on the aircraft, and carrying her results in no, or at most a de minimis, additional cost to the Department.

The total cost of the charter service is \$11,655.25 and the total cost of commercial airline service is \$12,065.5. As the charter service is the most cost effective alternative, it is permissible to approve this travel.

Your approval of this travel is requested. The applicable criteria are met for approval of this travel. **PLEASE INDICATE YOUR APPROVAL ON THE ATTACHED AMD-110 FORM.**

Contact and telephone number:
Katherine Aldrich, 208-5216

Due Date: ASAP

Surname

T. Murphy Murphy 2/2/10

TRAVEL COST ANALYSIS

Justification for use of a Government aircraft for travel:

A. BASIC DATA:

Dates and time of required time(s) at Temporary Duty Station(s) (TDS):

Location	Bryson City, NC	Date	2/6/2010	Hours required to be on site	1:00pm	to	3:00pm
Location		Date		Hours required to be on site		to	
Location		Date		Hours required to be on site		to	

Manifest (only persons required to be at TDS):

Name	Hourly Salary
Secretary of Interior Ken Salazar	\$107.00
Dan Wark, SE/S/Julia Rodriguez, GS-13	\$144.00
Lana Heitemann, Staffer	\$76.00
(b) (5), (b) (7)(C) Security Staff	\$67.50
TOTAL Hours Cost of All Required Travelers	\$386.50

Annual Salary = 2087 hours x 1.20 = Hourly Salary Rate

NOTE: 1.20 covers average Fringe Benefits, Retirement, Health & Life Insurance, Medicare, other Fringes. The 1.20 does not include COLA; for Alaska-based employees, add the applicable additional %.

(Continue on attached sheet if needed)

B. COST COMPARISON:

1. Commercial Airline Costs to meet the required TDS locations and times. Individual ticket cost x number of required travelers.		\$ 4,539.00
• Cost of total duty hours away from office or regular duty station to meet the commercial airline schedule.		7,335.25
• Cost of required per diem and ground transportation.		191.25
TOTAL Cost by commercial transportation		\$ 12,065.50
2. Leased, Contract, or Rental Aircraft:		
1. Flight hours x flight hour costs		\$ 6,640.00
2. Cost of total duty hours away from office or regular duty station		3,172.00
3. Cost of required per diem and ground transportation		191.25
4. Any additional aircraft or crew costs not included in above hourly rate, i.e., standby charges, tiedown fees, overnight parking, extra crew, etc.		1,652.00
TOTAL Cost by Lease, Contract, or Rental aircraft.		\$ 11,655.25
3. DOI-Operated Aircraft – identify specific aircraft: None Available		
• Flight hours required x variable flight hour cost.		\$ 0.00
• Cost of total duty hours away from office or regular duty station.		0.00
• Cost of required per diem and ground transportation.		0.00
• Any additional costs to be incurred that are not included in the above flight hour rate. Variable cost of crew, as defined on page 1 of OMB Circular A-126, Attachment B, if not included in the flight hour rate. (Do not include pilot costs here if the pilot is one of the Government officials required to meet or perform duties at the TDY location.)		0.00
• Fuel costs, if not included in above flight hour rate. Any additional aircraft costs not in the above flight hour rate, i.e., tiedown fees, overnight parking, et		0.00
TOTAL COST by DOI Fleet aircraft.		\$ 0.00

C. MOST COST EFFECTIVE METHOD:

Commercial
 Lease, Contract or Rental - N# _____ 199Y _____ Pilot/Crew _____ TBD
Purpose SEE REMARKS BELOW

DOI Fleet _____ N# _____ Pilot/Crew _____
Purpose _____

REMARKS: (Must be completed if other than most-cost-effective method is chosen.)

Request approval for use of government contracted aircraft for transport 3 senior officials, 1 staff member and 1 security staff from Dulles International Airport to Franklin, NC and return to attend a meeting in nearby Bryson City, NC.

Most cost effect method was chosen, no further justification needed. Fleet aircraft additional costs was not included because there were no aircraft available to do this mission.

D. GENERAL APPROVAL REQUIREMENTS FOR TRAVEL ON GOVERNMENT AIRCRAFT:

Print name of designated approving official Signature _____ Date _____

E. SPECIAL APPROVAL REQUIREMENTS FOR REQUIRED USE TRAVEL: (See paragraph 11.b. page 6 of OMB Circular A-126)

Print name of designated approving official Signature _____ Date _____

F. SPECIAL APPROVAL REQUIREMENTS FOR USE OF GOVERNMENT AIRCRAFT FOR TRAVEL BY THE FOLLOWING CATEGORIES OF PEOPLE:
(See paragraph 11.c. page 7 of OMB Circular A-126 and paragraph a., page 3-1 of OMB Bulletin No. 93-11)

- 1) Senior Executive Branch Officials
- 2) Senior Federal Officials
- 3) Members of Families of Senior Executive Branch and Senior Federal Officials
- 4) Non-Federal travelers

ARTHUR E. GARY
Print name of designated approving official Arthur E. Gary
Signature _____ 2/3/10
Date _____

BREAKDOWN OF HOURS AWAY FROM OFFICE

CHARTERED AIRCRAFT

Travel from HOR to Dulles A/P	0.75 hrs	
Elasped time to load passengers	0.25 hrs	
Flight time to Franklin, NC A/P	1.50 hrs	
Elasped time to unload passengers	0.25 hrs	
Travel to Site, Bryson City, NC	0.25 hrs	
Time at site	2.00 hrs	
Travel to Franklin, NC A/P	0.25 hrs	
Elasped time to load passengers	0.25 hrs	
Flight time to Dulles A/P	1.50 hrs	
Elasped time to unload passengers	0.25 hrs	
Travel from Dulles A/P to HOR	0.75 hrs	
Total	<u>8.00</u>	
Hourly Salary for All	<u>396.50</u>	
TOTAL COSTS	\$ 3,172.00	

COMMERCIAL AIRLINES

Travel from HOR to Ronald Regan A/P	0.50 hrs	
Checkin, Baggage and Wait Time	1.75 hrs	
Flight time to Asheville, NC	3.75 hrs	(No direct flight)
Baggage Claim, Rental Car, Etc.	0.75 hrs	
Drive to Site - Bryson City, NC	1.50 hrs	
Time at site	2.00 hrs	
Drive to Asheville, NC A/P	1.50 hrs	
Checkin, Baggage and Wait Time	1.75 hrs	
Flight time to Ronald Regan A/P	3.75 hrs	(No direct flight)
Baggage Claim, Rental Car, Etc.	0.75 hrs	
Travel from Ronald Regan A/P to HOR	0.50 hrs	
Total	<u>18.50 hrs</u>	
Hourly Salary for All	<u>396.50</u>	
TOTAL COSTS	\$ 7,335.25	

2/2/2010 3:46:14 PM



**THE TRIP OF THE SECRETARY
TO
BRYSON CITY, NORTH CAROLINA
FEBRUARY 6th, 2010**

**TRIP SUMMARY
THE TRIP OF THE SECRETARY
TO
NORTH CAROLINA
FEBRUARY 6th, 2010**

Weather:

Washington D.C.
Bryson City, NC

Snow Shower; High 34 // Low 28
Snow Shower; High 41 // Low 25

Time Zone:

Bryson City, NC

Eastern Time Zone

Advance:

Advance Staff
Advance Security
Security
Photographer

Jordan Montoya

(b) (6), (b) (7)(C)

(b) (6), (b) (7)(C)

Tamr Heilemann

Cell Phone:

(b) (6)

(b) (6), (b) (7)(C)

(b) (6), (b) (7)(C)

(b) (6)

Traveling Staff:

Dep. Director NPS
Dep. Press Secretary
OMB Legislative Affairs

Dan Wenk

Julie Rodriguez

Caryn Schenewerk

(b) (6)

(b) (6)

(b) (6)

Washington Staff:

Secretary's Scheduler
Ethics

Joan Padilla

Melinda Loftin

Office Phone

(202) 208-5820

(703) 862-5552

Attire:

Business

Saturday, February 6th, 2010

- 8:00 am: Depart Residence/ Drive to Dulles Airport**
Car #1: KLS, [REDACTED]
- 8:45 am: Arrive Dulles Airport/ Load Aircraft**
- 9:00-10:45am: Wheels-Up Dulles to Franklin, North Carolina**
Aircraft: King Air 350
Tail #:
Pilots (s):
Passengers (): KLS, [REDACTED] Dan Wenk, Julie Rodriguez, Tami Heilemann
Travel Time: 1 hr 45 min
- 10:45am: Wheels-Down Franklin, North Carolina**
Location: Macon County Airport
1241 Airport Road
Franklin, NC
- 10:45am-11:30am: Unload/Drive to Bryson City, NC**
Car #1:
Car #2:
- 11:30am-12:30pm: North Shore Road Celebration Signing**
Location: Bryson City Town Square (weather permitting)
Intersection of Main Street and Rector Street
OR
Fine Arts Center
1415 Fontana Road
Bryson City, NC
- Set-up: outside event with the court house in background
Press: Open
Attendees:
Program: -Song performed by Troy Burns
-Welcome and Introductions by Luke D. Hyde, Member Citizens
for the Economic Future
-Remarks by Glenn Jones, Chair Swain County Board of
Commissioners

- Remarks by Dale Ditmanson, Superintendent Great Smoky Mountains National Park
- Remarks by Congressman Shuler
- Remarks by YOU
- Signing of the Agreement by YOU and Glenn Jones
- Photo-op
- Q & A

12:30pm-1:15pm **Depart Bryson City, NC to Macon County Airport**

Car #1:

Car #2:

1:30-3:15pm: **Wheels-Up Franklin, NC to Dulles**

Aircraft: King Air 350

Tail #:

Pilots (s):

Passengers (): KLS [REDACTED] Dan Wenk, Julie Rodriguez, Tami Heilemann
The aircraft holds 8 passengers. Should an invitation be extended to Lisa Russell from SOL office and Caryn Schenewerk from Leg Affairs at OMB to join us on the charter?

Travel Time: 1 hr 45 min

3:15pm: **Wheels-Down Dulles**

3:30pm: **Depart Dulles for Residence**

Car # 1: KLS

CHARTER

\$10,657

**OFFICE OF THE SOLICITOR
CORRESPONDENCE BACKGROUND FORM**

Date: February 12, 2010

Nature and Significance of Document: Request for approval of a charter aircraft to transport Secretary Salazar, BOR Commissioner Mike Connor, Deputy AS-IA Donald Laverdure, Laura Davis and four other DOI employees on **February 17th, 2010** from Seattle, WA to Salem, OR. The Secretary has several official events in Seattle on the 17th and then will depart for Salem, where he has a full day of official events on the 18th (see attached). En route to Salem, he will conduct aerial surveys of the Klamath Falls and the Iron Gate Dam.

Background: Advance approval/disapproval by the Solicitor or Deputy Solicitor is required by 41 C.F.R. Parts 301-10 and 301-70, and OMB Circular A-126 for travel on other-than-commercial airlines by officials at SES level and above and for all non-federal individuals who are traveling either for official DOI business or on a "space available" basis. The standards for approving official travel vary according to the category of travel: to meet mission requirements; "required use" travel (extraordinary security, communications or scheduling needs); or other travel for the conduct of DOI business.

The trip documented on the attached form is ordinary ("other") official travel because it involves transportation that is neither to meet mission requirements nor "required use" travel. As such, the use of charter or DOI fleet aircraft may be authorized only when: 1) no commercial service is reasonably available to meet the scheduling or operational needs of the trip; or 2) the actual cost of charter aircraft is not more than commercial service. Reasonable availability is defined as "able to meet your departure and/or arrival requirements within a 24-hour period, unless you demonstrate that extraordinary circumstances require a shorter period." 41 C.F.R. § 301-10.261(a)(1). In this case, commercial airline service is not available as commercial airlines do not perform overflights or aerial surveys. DOI aircraft is not available, but charter aircraft is available.

The total cost of the charter service is \$10,657. As the charter service is the only means to conduct the overflight that permits the Secretary to carry out his engagements in Seattle and Salem, it is permissible to approve this travel.

Your approval of this travel is requested. The applicable criteria are met for approval of this travel. **PLEASE INDICATE YOUR APPROVAL ON THE ATTACHED AMD-110 FORM.**

Contact and telephone number:
Katherine Aldrich, 208-5216

Due Date: ASAP

Surname

E. Keable

TRAVEL COST ANALYSIS

Justification for use of a Government aircraft for travel:

A. BASIC DATA:

Dates and time of required time(s) at Temporary Duty Station(s) (TDS):

Location	Seattle, WA	Date	2/17/2010	Hours required to be on site	1130 hrs	to	1230 hrs
Location	Puget Sound (near Seattle)	Date	2/17/2010	Hours required to be on site	1300 hrs	to	1400 hrs
Location	Salem, OR	Date	2/17/2010	Hours required to be on site	1730 hrs	to	1830 hrs

Manifest (only persons required to be at TDS):

Name	Hourly Salary
Ken Salazar, PAS / Mike Connor, PAS	\$214.00
Dol Laverdure, SES / Laura Davis, SES	\$190.00
John Bezdek, GS-15 / Kendra Barkhoff, GS-13	\$126.00
Tami Hellemann, GS-13 (b) (5) - DPP (GS)	\$116.00
TOTAL Hours Cost of All Required Travelers	\$ 646.00

Annual Salary = 2087 hours x 1.20 =
Hourly Salary Rate

NOTE: 1.20 covers average Fringe Benefits, Retirement, Health & Life Insurance, Medicare, other Fringes. The 1.20 does not include COLA; for Alaska-based employees, add the applicable additional %.

(Continue on attached sheet if needed)

B. COST COMPARISON:

1. <u>Commercial Airline Costs to meet the required TDS locations and times. Individual ticket cost x number of required travelers.</u>	\$ 0.00
• Cost of total duty hours away from office or regular duty station to meet the commercial airline schedule.	0.00
• Cost of required per diem and ground transportation.	0.00
TOTAL Cost by commercial transportation	\$ 0.00
2. <u>Leased, Contract, or Rental Aircraft</u>	
1. Flight hours x flight hour costs	\$ 5,215.00
2. Cost of total duty hours away from office or regular duty station	3,230.00
3. Cost of required per diem and ground transportation	606.00
4. Any additional aircraft or crew costs not included in above hourly rate, i.e., standby charges, tiedown fees, overnight parking, extra crew, etc.	516.00
TOTAL Cost by Lease, Contract, or Rental aircraft	\$ 10,657.00
3. <u>DOI-Operated Aircraft</u> - identify specific aircraft: <u>None Available</u>	
• Flight hours required x variable flight hour cost.	\$ 0.00
• Cost of total duty hours away from office or regular duty station	0.00
• Cost of required per diem and ground transportation.	0.00
• Any additional costs to be incurred that are not included in the above flight hour rate. Variable cost of crew, as defined on page 1 of OMB Circular A-126, Attachment B, if not included in the flight hour rate. (Do not include pilot costs here if the pilot is one of the Government officials required to meet or perform duties at the TDY location.)	0.00
• Fuel costs, if not included in above flight hour rate. Any additional aircraft costs not in the above flight hour rate, i.e., tiedown fees, overnight parking, et.	0.00
TOTAL COST by DOI Fleet aircraft	\$ 0.00

C. MOST COST EFFECTIVE METHOD:

Commercial
 Lease, Contract or Rental - N# 411KC Pilot/Crew TBD
SEE REMARKS BELOW
Purpose _____
 DOI Fleet -----N# _____ Pilot/Crew _____
Purpose _____

REMARKS: (Must be completed if other than most-cost-effective method is chosen.)

Request approval for use of government contracted aircraft to transport Secretary of Interior Ken Salazar, PAS, John Connor, PAS, 2 senior officials, 3 staff members and 1 security staff from Seattle International Airport to Salem, OR. En route to Salem, OR the flight will conduct 2 aerial surveys: one will be of the Klamath Falls in Oregon and the second will be of the Iron Gate Dam in California.

Commercial airlines were not considered in this justification because 2 aerial flights were included in the trip from Seattle, WA to Salem, OR.

Fleet aircraft additional costs was not included because there were no within 500 miles to do this mission.

D. GENERAL APPROVAL REQUIREMENTS FOR TRAVEL ON GOVERNMENT AIRCRAFT:

Print name of designated approving official _____ Signature _____ Date _____

E. SPECIAL APPROVAL REQUIREMENTS FOR REQUIRED USE TRAVEL: (See paragraph 11.b. page 6 of OMB Circular A-126)

Print name of designated approving official _____ Signature _____ Date _____

F. SPECIAL APPROVAL REQUIREMENTS FOR USE OF GOVERNMENT AIRCRAFT FOR TRAVEL BY THE FOLLOWING CATEGORIES OF PEOPLE:
(See paragraph 11.c. page 7 of OMB Circular A-126 and paragraph a., page 3-1 of OMB Bulletin No. 93-11)

- 1) Senior Executive Branch Officials
- 2) Senior Federal Officials
- 3) Members of Families of Senior Executive Branch and Senior Federal Officials
- 4) Non-Federal travelers

ARTHUR E. GARY Print name of designated approving official
Arthur E. Gary Signature
02/13/10 Date

Flying Aircraft Rental Agreement - King Air 200

Drive from Seattle A/P to Puget Sound	0.50
On Site Visit	1.00
Drive from Puget Sound to Seattle A/P	0.50
Elapsed time to load passengers	0.25
Fly from SEA over to Klamath Falls	1.50
Fly from Klamath Falls over Iron Gate Dam	0.50
Fly from Iron Gate Dam to Salem, OR	1.00
Elapsed time to load passengers	0.25
TOTAL TIME	5.50

WASHINGTON/OREGON DRAFT SCHEDULE

Draft #2

Traveling Staff:

1. *KLS
2. *Kendra Barkoff
3. *Laura Davis
4. ~~X~~ Del Laverdure dr Larry Echohawk (Salem)
5. *John Bezdek, Assistant Solicitor for Water & Power
6. Y Mike Connor (Salem)
7. *Tami Heilemann
8. Tim Hartz (Salem)
9. Jordan Montoya (Seattle)

*Charter travelers

Wednesday, February 17th

7:00am: Depart Residence for Reagan National Airport

8:00am: Wheels-up for Seattle, WA via Delta Airlines

10:50am: Wheels-down Seattle

11:00 – 11:30am: Depart Airport for ARRA Event

11:30 – 12:30pm: **ARRA Event** (Alki Point Lighthouse – 3201 Alki Ave SW)

12:30 – 1:00pm: Depart ARRA Event for Seattle Times

1:00 – 2:00pm: **Seattle Times Ed-Board** (529 14th St)

2:00 – 2:30pm: Depart Seattle Times for Boeing Field Airport

2:30 – 5:30pm: **Wheels-up Seattle for Klamath Flyover**

5:30pm: Wheels-down Salem

5:45 – 6:00pm: Drive to hotel

6:00pm: RON (Residence Inn – 640 Hawthorne Ave SE)

Thursday, February 18th

7:00 – 7:45am: **Meeting with Yurok, Karuk & Klamath tribes**

7:45am: Depart RON for State House (900 Court St NE)

8:00 – 8:15am: **Meeting with Greg Abel (PacifiCorp CEO)**

8:30 – 8:45am: **Meet with Federal Team (DOI bureaus, NMFS, AG)**

9:00 – 9:15am: **Meeting with Irrigators & NGO's**

9:30 – 9:45am: Meeting with Governors Schwarzenegger & Kulongoski

10:00 – 11:00am: Signing Ceremony & Press Avail

11:00 – 12:00pm: Depart Salem for Portland, OR

12:00pm: Arrive Portland Airport

12:30pm: Wheels-up for Washington D.C. (Change planes in Seattle)

9:55pm: Wheels-down Regan National Airport

10:15 – 10:45pm: Depart Reagan Airport for Residence

10:45pm: Arrive Residence

DOI AIR

\$30,476

OFFICE OF THE SOLICITOR
CORRESPONDENCE BACKGROUND FORM

Date: March 5, 2010

Nature and Significance of Document: Request for approval of DOI aircraft to transport Secretary Salazar, Assistant Secretary Strickland, NPS Director Jarvis and four other DOI employees on **March 12 & 13th 2010** within Texas, to Arizona, and within Arizona. The party will travel to Austin on the 11th and participate in events there. On the 12th a DOI aircraft (King Air) will transport them to a small airport just outside of Big Bend Park. En route, they will conduct an overflight of the Park and Rio Grande River area bordering the Park). On the 13th, they will fly to Ajo, Arizona, conduct a site visit at Organ Pipe Cactus National Monument and then fly from Alpine to Phoenix. The party will return to Washington on the 14th.

Background: Advance approval/disapproval by the Solicitor or Deputy Solicitor is required by 41 C.F.R. Parts 301-10 and 301-70, and OMB Circular A-126 for travel on other-than-commercial airlines by officials at SES level and above and for all non-federal individuals who are traveling either for official DOI business or on a "space available" basis. The standards for approving official travel vary according to the category of travel: to meet mission requirements; "required use" travel (extraordinary security, communications or scheduling needs); or other travel for the conduct of DOI business.

The trip documented on the attached form is ordinary ("other") official travel because it involves transportation that is neither to meet mission requirements nor "required use" travel. As such, the use of charter or DOI fleet aircraft may be authorized only when: 1) no commercial service is reasonably available to meet the scheduling or operational needs of the trip; or 2) the actual cost of charter aircraft is not more than commercial service. Reasonable availability is defined as "able to meet your departure and/or arrival requirements within a 24-hour period, unless you demonstrate that extraordinary circumstances require a shorter period." 41 C.F.R. § 301-10.261(a)(1). In this case, commercial and DOI aircraft service are available, but charter service is not.

The total cost of the DOI aircraft service is \$30,476 and the total cost of the commercial airline service is \$32,580. As the DOI aircraft service is more cost effective, as well as the only means to conduct the overflight, it is permissible to approve this travel.

Your approval of this travel is requested. The applicable criteria are met for approval of this travel. **PLEASE INDICATE YOUR APPROVAL ON THE ATTACHED AMD-110 FORM.**

Contact and telephone number:

Katherine Aldrich, 208-5216

Due Date: ASAP

Surname


E. Keable

03.05.10

3/15 - Add 1 travelers on DHS helicopter flight with Secretary March 12. Other SES travelers included Asst Sec. Strickland, NPS Director Jarvis, FWS Regional Director Tuggle + BLM AZ State Director Kennen.

Transport on DHS helicopter at no cost to DOI.

TRAVEL COST ANALYSIS

Justification for use of a Government aircraft for travel:

A. BASIC DATA:

Dates and time of required time(s) at Temporary Duty Station(s) (TDS):

Location	Date	Hours required to be on site	Time	to	Time
Austin, TX	3/11/2010		1:00pm	to	2:00pm
Balcones Canyon NWR	3/11/2010		3:30pm	to	6:00pm
Big Bend NP	3/12/2010		12:00am	to	6:00pm

Manifest (only persons required to be at TDS):

Name	Hourly Salary
Secretary of Interior Ken Salazar	\$107.00
Tom Strickland, SES/Julie Rodriguez, GS-13	\$144.00
John Jarvis, SES	\$97.00
(b) (6), (b) (7)(C) Security Staff /Tami Heilmann Staff	\$145.50
TOTAL Hours Cost of All Required Travelers	\$493.50

Annual Salary + 2087 hours x 1.20 =
Hourly Salary Rate

NOTE: 1.20 covers average Fringe Benefits, Retirement, Health & Life Insurance, Medicare, other Fringes. The 1.20 does not include COLA; for Alaska-based employees, add the applicable additional %.

(Continue on attached sheet if needed)

B. COST COMPARISON:

1. <u>Commercial Airline Costs to meet the required TDS locations and times. Individual ticket cost x number of required travelers.</u>	\$ 4,833.00
• Cost of total duty hours away from office or regular duty station to meet the commercial airline schedule.	24,675.00
• Cost of required per diem and ground transportation.	3,072.00
TOTAL Cost by commercial transportation	\$ 32,580.00
2. <u>Leased Contract or Rental Aircraft:</u>	
1. Flight hours x flight hour costs	\$ _____
2. Cost of total duty hours away from office or regular duty station	_____
3. Cost of required per diem and ground transportation	_____
4. Any additional aircraft or crew costs not included in above hourly rate. i.e., standby charges, tiedown fees, overnight parking, extra crew, etc.	_____
TOTAL Cost by Lease, Contract, or Rental aircraft	\$ 0.00
3. <u>DOI-Operated Aircraft - identify specific aircraft: NE 18</u>	
• Flight hours required x variable flight hour cost.	\$ 11,475.00
• Cost of total duty hours away from office or regular duty station.	16,779.00
• Cost of required per diem and ground transportation.	2,072.00
• Any additional costs to be incurred that are not included in the above flight hour rate. Variable cost of crew, as defined on page 1 of OMB Circular A-126, Attachment B, if not included in the flight hour rate. (Do not include pilot costs here if the pilot is one of the Government officials required to meet or perform duties at the TDY location.)	0.00
• Fuel costs, if not included in above flight hour rate. Any additional aircraft costs not in the above flight hour rate, i.e., tiedown fees, overnight parking, et.	150.00
TOTAL COST by DOI Fleet aircraft.	\$ 30,476.00

C. MOST COST EFFECTIVE METHOD:

Commercial
 Lease, Contract or Rental - N# _____ Pilot/Crew _____
Purpose _____

DOI Fleet - N# 618 Pilot/Crew Randy Phelps
Purpose _____

REMARKS: (Must be completed if other than most-cost-effective method is chosen.)

Additional Site Visits on Listed on Page 1:

Organ Pipe Cactus National Monument 3/12/2010 1:30m -- 3:30pm

Request approval for use government DOI Fleet aircraft to transport Secretary Ken Salazar 2 senior officials Jon Jarvis and Tom Strickland, 2 staff member and 1 security staff from Austin, TX to Big Bend NP (Study Butte, TX) and Organ Pipe Cactus National Monument (Ajo, AZ) on March 12 & 13. Travel on legs to/from DC on March 11th and 14 are identical, so only comparison was the transportation within Texas and to Arizona.

There were no charter aircraft within reasonable distance to fly the mission therefore was not considered in the cost analysis.

Not only were commercial airlines costs higher than DOI Fleet aircraft, commercial airlines could not meet constraints of the scheduled site visits.

Most cost effective method was chosen therefore no further justification is needed.

D. GENERAL APPROVAL REQUIREMENTS FOR TRAVEL ON GOVERNMENT AIRCRAFT:

Print name of designated approving official Signature Date

E. SPECIAL APPROVAL REQUIREMENTS FOR REQUIRED USE TRAVEL: (See paragraph 11.b. page 6 of OMB Circular A-126)

Print name of designated approving official Signature Date

F. SPECIAL APPROVAL REQUIREMENTS FOR USE OF GOVERNMENT AIRCRAFT FOR TRAVEL BY THE FOLLOWING CATEGORIES OF PEOPLE:
(See paragraph 11.c. page 7 of OMB Circular A-126 and paragraph a., page 3-1 of OMB Bulletin No. 93-11)

- 1) Senior Executive Branch Officials
- 2) Senior Federal Officials
- 3) Members of Families of Senior Executive Branch and Senior Federal Officials
- 4) Non-Federal travelers

ARTHUR E. GARY Arthur E Gary 3/5/10
Print name of designated approving official Signature Date

Aldrich, Katherine

From: Moultrie, Shari
Sent: Friday, March 05, 2010 11:36 AM
To: Aldrich, Katherine
Subject: Flight Information

Katherine -

Here is the info you requested:

Dulles to San Antonio - \$380.70 per pax
Austin, TX to El Paso, TX - \$332.20 per pax
El Paso, TX to Phoenix, AZ - \$358.20 per pax
El Paso, TX to Dulles - \$277.70 per pax

4833 total

PHX - JAR

267
to ~~total~~

So PHX/ECPAS
a work

Company should not
include Trip From DC to Texas
or From ~~to~~ AZ to DC as
these would happen regardless

**BREAKDOWN OF HOURS AWAY FROM OFFICE
COMMERCIAL AIRLINES**

Friday, March 12, 2010

Travel to Austin A/P
 Checkin, Baggage and Wait Time
 Flight time to El Paso, TX
 Baggage Claim, Rental Car, Etc.
 Travel to Site - Big Bend National Park
 Time at Site
 Travel to hotel near Big Bend NP
 RON Overnight

0.25 hrs
 1.75 hrs
 3.00 hrs
 0.75 hrs
 5.50 hrs
 0.25 hrs
 8.00 hrs
 25.00 hrs

17.00 hr duty day

(Commercial flight unable to meet schedule)

Saturday, March 13, 2010

Travel to El Paso, TX A/P
 Checkin, Baggage and Wait Time
 Flight Time to Phoenix, AZ
 Baggage Claim, Rental Car, Etc.
 Travel to Site Ajo, AZ
 Time at Site - Ajo-1
 Travel to Site - Organ Pipe Cactus National Monument
 Time at Site
 Travel time to hotel in Phoenix, AZ
 RON Overnight

5.50 hrs
 1.75 hrs
 1.00 hrs
 0.75 hrs
 2.25 hrs
 1.00 hrs
 0.75 hrs
 1.00 hrs
 3.00 hrs
 8.00 hrs

17.00 hr duty day

25.00 hrs

(Commercial flight unable to meet schedule)

GRAND TOTAL HOURS
Hourly Salary for All
TOTAL COSTS

50.00 hrs
493.50
\$ 24,675.00

**BREAKDOWN OF HOURS AWAY FROM OFFICE
CHARTERED AIRCRAFT - DOI Fleet King Air 200**

Friday, March 12, 2010

Travel to FBO in Austin, TX to catch charter flight	0.25 hrs	
Elasped time to load passengers	0.25 hrs	
Flight time to Alpine, TX (closest FBO to Big Bend NP)	1.50 hrs	
Elasped time to unload passengers	0.25 hrs	
Travel to Site - Big Bend NP	1.50 hrs	
Time at Site	5.50 hrs	
Travel to hotel near Big Bend NP	0.25 hrs	
RON Overnight	8.00 hrs	
	<hr/>	
	17.50 hrs	9.50 hr duty day

Saturday, March 13, 2010

Travel to FBO in Alpine, TX to catch charter flight	1.50 hrs	
Elasped time to load passengers	0.25 hrs	
Flight time to Ajo, AZ	1.75 hrs	
Elasped time to unload passengers	0.25 hrs	
Travel to Site - Ajo-1	0.25 hrs	
Time at Site	1.00 hrs	
Travel to Site - Organ Pipe Cactus National Monument	0.75 hrs	
Time at Site	1.00 hrs	
Travel to FBO in Ajo, AZ to catch charter flight	0.75 hrs	

Flight time to Phoenix, AZ
Elasped time to unload passengers
Travel time to hotel in Phoenix, AZ
RON Overnight

0.50 hrs
0.25 hrs
0.25 hrs
8.00 hrs

16.50 hrs

8.50 hr duty day

GRAND TOTAL HOURS
Hourly Salary for All
TOTAL COSTS

34.00 hrs
493.50

\$ 16,779.00

3/4/2010 3:12:05 PM

TEXAS/ARIZONA

Traveling Staff:

1. KLS
2. (b) (6), (b) (7)(C) (ride-along)
3. Julie Rodriguez TBD
4. Tom Strickland TBD
5. Jon Jarvis TBD
6. Lori Faeth TBD
7. Big Bend National Park Superintendent Bill Wellman TBD
8. Tami Heilemann TBD
9. Rhea Suh TBD
10. (b) (6), (b) (7)(C) (advance/Big Bend)
11. (b) (6), (b) (7)(C) (advance/Arizona)
12. (b) (6), (b) (7)(C) (advance/Austin & Balcones NWR)
13. Tim Hartz (advance/Big Bend)
14. Jordan Montoya (advance/Austin & Balcones NWR)
15. Chris Morlandt (advance/ Arizona)

Thursday, March 11th, 2010

6:45am: Depart Residence to Dulles International Airport
Car #1: KLS

8:21am: Wheels-Up Dulles to San Antonio, Texas
Airline: United 7384
KLS Seat: 5B (aisle)
Flight Time: 3 hr 56 min

11:17am: Wheels-Down San Antonio, Texas

11:30am-12:45pm: Unload/ Drive to Downtown Austin

1:00pm-2:00pm: State of the Birds Announcement
Location: Downtown Austin

2:00pm-2:30pm: Press Time

2:30pm-3:30pm: Depart/Drive to Balcones Canyonlands NWR
(1 hours/ 45 miles)

3:30pm-6:00pm: Balcones Canyonlands NWR Visit (Anniversary of NWR System)/ Meet with Employees
Sunset at 6:33pm

6:00pm-7:00pm: Depart/Drive to Austin, Texas

RON in Austin

Hilton Austin Airport

9515 Hotel Drive
Austin, Texas
(p) 512-385-6767
(f) 512-385-6763

Friday, March 12th, 2010

8:10am-8:20am: Depart RON/ Drive to Signature Flight Support FBO

8:20am-8:30am: Arrive Signature Flight Support FBO/Load Aircraft
Location: 4321 General Aviation Avenue
Austin, Texas 78719
(p) 512-530-5451

8:30am-10:00am: Flight from Austin, Texas to Alpine, TX (nearest FBO to Big Bend)

Aircraft: King Air 200 (DOI Fleet/BOR)

Tail #: N618

Pilots (): -Captain Randy Phelps

(p) (b) (6)

Passengers (7): KLS (b) (6), (b) (7)(C) Tom Strickland, Jon Jarvis, Julie Rodriguez,

TBD, TBD

Flight Time: 1 hr 30 min

8:00am-10:15am: Unload/ Load Aircraft

Big Bend Superintendent Bill Wellman will meet everyone here*
(cell) (b) (6)

10:15am-11:15am: Fly-Over of Big Bend National Park

Aircraft: Cessna 206 (DOI/NPS)

Tail #:

Pilots ():

Passengers (4): KLS (b) (6), (b) (7)(C) Big Bend Superintendent Bill Wellman, TBD

Flight Time: 1 hr

Route: Fly-over of Big Bend National Park along Rio Grande

*id possible
update 10/17/10*

11:15am: Wheels-Down in North Rosillos

11:15am-12:15pm: Unload/ Drive to Park Headquarters in Panther Junction

12:15pm- Big Bend National Park Visit

RON in Big Bend National Park

Chisos Mountain Lodge

Saturday, March 13th, 2010

8:00am-9:15am: Depart RON in Big Bend/ Drive to Alpine, TX (nearest FBO to Big Bend)
(1 hr 15 min/ 80 miles)

9:30am-11:00am (MT):Flight from Alpine, TX (nearest FBO to Big Bend) to Ajo, Arizona

Aircraft: King Air 200 (DOI Fleet/BOR)

Tail #:

Pilots (): -Captain Randy Phelps

(p) (b) (6)

Passengers (7): KLS (b) (6), (b) (7)(C) Tom Strickland, Jon Jarvis, Julie Rodriguez,
TBD, TBD

Flight Time: 2 hr 30 min

11:00am: Wheels-Down Ajo, Arizona

11:00am-11:35am: Unload/ Drive to Ajo, Arizona

11:35am-1:35pm: Ajo-1 Visit

1:35pm-2:30pm: Depart Ajo/Drive to Organ Pipe Cactus National Monument
(45 minutes/ 42 miles)

2:30pm-4:30pm: Organ Pipe Cactus National Monument Visit

4:30pm-5:15pm: Load/Drive to Ajo, Arizona FBO
(45 minutes/42 miles)

5:15pm-5:45pm Flight from Ajo, Arizona to Phoenix
Aircraft: King Air 200 (DOI Fleet/BOR)
Tail #:
Pilots (): -Captain Randy Phelps
(p) (b) (6)

Passengers (7): KLS, (b) (6), (b) (7)(C), Tom Strickland, Jon Jarvis, Julie Rodriguez,
TBD, TBD

Flight Time: 30 min

5:45pm: Wheels-Down Phoenix, AZ

5:45pm-6:15pm: Unload/Drive to RON

RON in Phoenix

Embassy Suites
2333 East Thomas Road
Phoenix, Arizona
(p) 602-957-1910
(f) 602-955-2861

Sunday, March 14th, 2010

8:00am-8:15am: Depart RON/Drive to Phoenix Sky Harbor International Airport

8:58am: Wheels-up Phoenix to Dulles

Airline: United 952
KLS Seat: 12 A (window/exit row)
Flight Time: 4hr 6 min

****Tom is on this flight****

4:04pm: Wheels-Down Dulles

DOI AIR

\$27,187

**OFFICE OF THE SOLICITOR
CORRESPONDENCE BACKGROUND FORM**

Date: March 17, 2010

Nature and Significance of Document: Request for approval of a DOI aircraft to transport Secretary Salazar, Deputy Secretary Hayes, BOR Commissioner Connor (on one segment), two senior officials (Steve Black (on one segment) and David Nawi) plus three/four other DOI employees on **March 22 & 23rd, 2010** within California. The Secretary's party will fly to Barstow on the **22nd** and tour two solar facility sites. After the tour, they will fly to Red Bluff, CA. At Red Bluff on the **23rd** they will participate in a groundbreaking ceremony for an ARRA project at the Red Bluff pumping plant. Later that morning, the party will depart for San Francisco where they will catch a commercial flight back to Washington.

Background: Advance approval/disapproval by the Solicitor or Deputy Solicitor is required by 41 C.F.R. Parts 301-10 and 301-70, and OMB Circular A-126 for travel on other-than-commercial airlines by officials at SES level and above and for all non-federal individuals who are traveling either for official DOI business or on a "space available" basis. The standards for approving official travel vary according to the category of travel: to meet mission requirements; "required use" travel (extraordinary security, communications or scheduling needs); or other travel for the conduct of DOI business.

The trip documented on the attached form is ordinary ("other") official travel because it involves transportation that is neither to meet mission requirements nor "required use" travel. As such, the use of charter or DOI fleet aircraft may be authorized only when: 1) no commercial service is reasonably available to meet the scheduling or operational needs of the trip; or 2) the actual cost of charter aircraft is not more than commercial service. Reasonable availability is defined as "able to meet your departure and/or arrival requirements within a 24-hour period, unless you demonstrate that extraordinary circumstances require a shorter period." 41 C.F.R. § 301-10.261(a)(1). As detailed in the attached AMD-110, commercial airline, charter and DOI fleet aircraft services are available.

As detailed in the attached AMD-110, the total cost of the commercial airline service is \$27,289, the cost of charter service is \$30,061, and the cost of DOI fleet aircraft is \$27,186.50. As the DOI aircraft service is more cost effective option, it is permissible to approve this travel.

Your approval of this travel is requested. The applicable criteria are met for approval of this travel. **PLEASE INDICATE YOUR APPROVAL ON THE ATTACHED AMD-110 FORM.**

Contact and telephone number:
Katherine Aldrich, 208-5216

Surname

Due Date: ASAP

E. Keable

3/25

Add Stop in Port Chicago on 3/23 - de minimis add
Cost.

TRAVEL COST ANALYSIS

Justification for use of a Government aircraft for travel:

A. BASIC DATA:

Dates and time of required time(s) at Temporary Duty Station(s) (TDS):

Location	Date	Hours required to be on site	Time	to	Time
Los Angeles Times	3/22/2010		9:00am	to	10:00am
Abangoa Project Site	3/22/2010		12:00pm	to	1:30pm
Red Bluff Pumping Plant	3/23/2010		10:00am	to	11:00am

Manifest (only persons required to be at TDS):

Name	Hourly Salary
Secretary of Interior Ken Salazar	\$107.00
David Hayes, ES / Steve Black, ES	\$194.00
Janea Scott, GS-14 / David Nawi, SES	\$165.50
Security Staff / Kendra Barkoff, Staff	\$145.50
TOTAL Hours Cost of All Required Travelers	\$612.00

Annual Salary ÷ 2087 hours x 1.20 =
Hourly Salary Rate

NOTE: 1.20 covers average Fringe Benefits, Retirement, Health & Life Insurance, Medicare, other Fringes. The 1.20 does not include COLA; for Alaska-based employees, add the applicable additional %.

(Continue on attached sheet if needed)

B. COST COMPARISON:

1. <u>Commercial Airline Costs to meet the required TDS locations and times. Individual ticket cost x number of required travelers.</u>	\$ 441.00
• Cost of total duty hours away from office or regular duty station to meet the commercial airline schedule.	24,939.00
• Cost of required per diem and ground transportation.	1,909.00
TOTAL Cost by commercial transportation	\$ 27,289.00
2. <u>Leased, Contract, or Rental Aircraft:</u>	
1. Flight hours x flight hour costs	\$ 10,160.00
2. Cost of total duty hours away from office or regular duty station	18,207.00
3. Cost of required per diem and ground transportation	812.00
4. Any additional aircraft or crew costs not included in above hourly rate, i.e., standby charges, tiedown fees, overnight parking, extra crew, etc.	891.73
TOTAL Cost by Lease, Contract, or Rental aircraft.	\$ 30,060.73
3. <u>DOI-Operated Aircraft</u> - identify specific aircraft: <u>NG18</u>	
• Flight hours required x variable flight hour cost.	\$ 8,167.50
• Cost of total duty hours away from office or regular duty station.	18,207.00
• Cost of required per diem and ground transportation.	812.00
• Any additional costs to be incurred that are not included in the above flight hour rate. Variable cost of crew, as defined on page 1 of OMB Circular A-126, Attachment B, if not included in the flight hour rate. (Do not include pilot costs here if the pilot is one of the Government officials required to meet or perform duties at the TDY location.)	0.00
• Fuel costs, if not included in above flight hour rate. Any additional aircraft costs not in the above flight hour rate, i.e., tiedown fees, overnight parking, etc.	0.00
TOTAL COST by DOI Fleet aircraft.	\$ 27,186.50

C. MOST COST EFFECTIVE METHOD:

Commercial

Lease, Contract or Rental - N# _____ Pilot/Crew _____

Purpose _____

DOI Fleet N# ⁶¹⁸ _____ Pilot/Crew Randy Phelps _____

See Remarks
Purpose _____

REMARKS: (Must be completed if other than most-cost-effective method is chosen.)

Request for approval of DOI fleet aircraft to transport Secretary Salazar, Deputy Secretary Hayes, Counselor to the Secretary Black, and four other DOI employees on March 22nd & 23rd, 2010 within California. The party will travel to Hinkley, CA to conduct site visits at Abengoa and Harbor Lake. The aircraft will then proceed to Red Bluff, CA to participate in events there. The party will RON in Red Bluff. On March 23rd, the party will fly from Red Bluff, CA to San Francisco (BOR Commissioner Connor is likely to be on that leg) to catch a commercial flight to return to Washington DC.

The total cost of the DOI aircraft service is \$27,186. DOI charter aircraft service is \$30,060 and commercial airline service is \$27,289. As the DOI Aircraft service is most cost effective, no further justification is needed.

See additional pages for further description of costs.

D. GENERAL APPROVAL REQUIREMENTS FOR TRAVEL ON GOVERNMENT AIRCRAFT:

Print name of designated approving official _____ Signature _____ Date _____

E. SPECIAL APPROVAL REQUIREMENTS FOR REQUIRED USE TRAVEL: (See paragraph 11.b. page 6 of OMB Circular A-126)

Print name of designated approving official _____ Signature _____ Date _____

F. SPECIAL APPROVAL REQUIREMENTS FOR USE OF GOVERNMENT AIRCRAFT FOR TRAVEL BY THE FOLLOWING CATEGORIES OF PEOPLE:
(See paragraph 11.c. page 7 of OMB Circular A-126 and paragraph a., page 3-1 of OMB Bulletin No. 93-11)

- 1) Senior Executive Branch Officials
- 2) Senior Federal Officials
- 3) Members of Families of Senior Executive Branch and Senior Federal Officials
- 4) Non-Federal travelers

Rachel Jacobson
Print name of designated approving official

Principal Deputy
Solicitor

Rachel Jacobson
Signature

3-18-10
Date

**BREAKDOWN OF HOURS AWAY FROM OFFICE
DOI FLEET AIRCRAFT - King Air 200**

Monday, March 22, 2010	
Travel from hotel to site via car	0.50 hrs
Time at Site (Los Angeles Times)	1.00 hrs
Travel to FBO in Los Angeles to catch charter flight	0.50 hrs
Elapsed time to load passengers	0.25 hrs
Flight time to Barstow, CA (DOI Fleet King Air 200)	0.75 hrs
Elapsed time to unload passengers	0.25 hrs
Travel to Site (Hinkley, CA)	0.50 hrs
Time at Site (Abengoa Project Site and Harper Lake)	1.50 hrs
Travel to Barstow, CA FBO to catch charter aircraft	0.50 hrs
Elapsed time to load passengers	0.25 hrs
Flight time to Red Bluff, CA (DOI Fleet King Air 200)	1.75 hrs
Elapsed time to unload passengers	0.25 hrs
Travel to hotel in Red Bluff, CA	0.25 hrs
RON Red Bluff	8.00 hrs
	<hr/>
	16.25 hrs
Tuesday, March 23, 2010	
Travel from hotel to Site (Red Bluff)	0.25 hrs
Time at Site (Red Bluff)	2.00 hrs
Travel to FBO in Red Bluff, CA to catch charter flight	0.25 hrs
Elapsed time to load passengers	0.25 hrs
Flight time to San Francisco, CA A/P (DOI Fleet King Air 200)	1.00 hrs
Check-In, Wait Time, Etc.	2.25 hrs
Flight time to Dulles IAD A/P	5.00 hrs
Baggage Claim, Rental Car, Etc.	1.75 hrs
Travel time to HOR	0.75 hrs
	<hr/>
	13.50 hrs
 GRAND TOTAL HOURS	 29.75 hrs
Hourly Salary for All	612.00
TOTAL COSTS	<hr/>
	\$ 18,207.00

**BREAKDOWN OF HOURS AWAY FROM OFFICE
COMMERICAL AIRLINES**

Monday, March 22, 2010	
Travel from hotel to site via car	0.50 hrs
Time at Site (Los Angeles Times)	1.00 hrs
Travel to site (Hinkley, CA) via car	2.50 hrs
Time at Site (Abengoa Project Site & Harper Lake)	1.50 hrs
Travel to Los Angeles, CA A/P via car	2.50 hrs
Check-In, Wait Time, Etc.	2.25 hrs
Flight time to San Francisco, CA (commercial)	1.50 hrs
Baggage Claim, Rental Car, Etc.	1.75 hrs
Travel to hotel in San Francisco, CA	0.50 hrs
RON San Francisco	8.00 hrs
	<hr/>
	22.00 hrs
Tuesday, March 23, 2010	
Travel from hotel to site (Red Bluff, CA)	3.50 hrs
Time at Site (Red Bluff, CA)	2.00 hrs
Travel time to San Francisco, CA A/P	3.50 hrs
Check-In, Wait Time, Etc.	2.25 hrs
Flight time to Dulles IAD (commercial)	5.00 hrs
Baggage Claim, Rental Car, Etc.	1.75 hrs
Travel time to HOR	0.75 hrs
	<hr/>
	18.75 hrs
 GRAND TOTAL HOURS	 40.75 hrs
Hourly Salary for All	612.00
TOTAL COSTS	<hr/>
	\$ 24,939.00

**BREAKDOWN OF HOURS AWAY FROM OFFICE
DOI CHARTER AIRCRAFT - Cessna 441**

Monday, March 22, 2010	
Travel from hotel to site via car	0.50 hrs
Time at Site (Los Angeles Times)	1.00 hrs
Travel to FBO in Los Angeles to catch charter flight	0.50 hrs
Elapsed time to load passengers	0.25 hrs
Flight time to Barstow, CA (Charter Cessna 441)	0.75 hrs
Elapsed time to unload passengers	0.25 hrs
Travel to Site (Hinkley, CA)	0.50 hrs
Time at Site (Abengoa Project Site and Harper Lake)	1.50 hrs
Travel to Barstow, CA FBO to catch charter aircraft	0.50 hrs
Elapsed time to load passengers	0.25 hrs
Flight time to Red Bluff, CA (Charter Cessna 441)	1.75 hrs
Elapsed time to unload passengers	0.25 hrs
Travel to hotel in Red Bluff, CA	0.25 hrs
RON Red Bluff	8.00 hrs
	<hr/>
	16.25 hrs
Tuesday, March 23, 2010	
Travel from hotel to Site (Red Bluff)	0.25 hrs
Time at Site (Red Bluff)	2.00 hrs
Travel to FBO in Red Bluff, CA to catch charter flight	0.25 hrs
Elapsed time to load passengers	0.25 hrs
Flight time to San Francisco, CA A/P (Charter Cessna 441)	1.00 hrs
Check-In, Wait Time, Etc.	2.25 hrs
Flight time to Dulles IAD A/P	5.00 hrs
Baggage Claim, Rental Car, Etc.	1.75 hrs
Travel time to HOR	0.75 hrs
	<hr/>
	13.50 hrs
 GRAND TOTAL HOURS	 29.75 hrs
Hourly Salary for All	612.00
TOTAL COSTS	<hr/>
	\$ 18,207.00

Other Information Included in Analysis:

COMMERCIAL AIRLINE INFORMATION

Commercial Airline from LAX to SFO	\$	63.00
	\$	63.00
(x 7 passengers) = Total	\$	<u>441.00</u>

DOI CHARTER INFORMATION

Charter Aircraft (Cessna 441) Hourly Rate	\$	1,600.00
---	----	----------

DOI FLEET AIRCRAFT

DOI Fleet Aircraft (KA 200) Hourly Rate	\$	1,350.00
---	----	----------

Per Diem Rate for San Francisco, CA	\$	237.00
Per Diem Rate for Red Bluff, CA	\$	116.00

Logged In as: SHARIL MOULTRIE
Traveler Name: SHARIL MOULTRIE

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TA Number: OQCX77

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Itinerary **Travel** Expenses Accounting Additional Options Review / Sign

Air Lodging Rental Car RAIL Other Transportation

Government Non Government

Use this screen to request your air travel.

Select a flight from the options below.

Required Search Criteria

Please Note: A Red Star (*) indicates a field is required.
* Flight Legs:

Multi-Destination One Way Round Trip

* Departure or Arrival: **Departing**

* Departure Date (mm/dd/yyyy):

Departure Time:

1500

* Departure Airport (airport code or city name):

* Arrival Airport (airport code or city name):

Show Alternate Airports

[Search Availability](#)

LAX - Los Angeles International (Usa) to
SFO - San Francisco / Oakland, Ca (Usa)

\$63.00 * GSA City Pair (Fare Rules)



1805 Depart
LAX - Los Angeles International (Usa)
1925 Arrive
SFO - San Francisco / Oakland, Ca (Usa)
Class YCA - Y
Equipment 319
Ticket Type ETR
DEPART
OPERATED BY UA

United 170
Mon 22-Mar-10
Duration:
1h 20min

If travel agent assistance is required, click on the button "Request Assistance in Booking Flight". NOTE: Additional travel agent handling fees may apply.

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**TRIP SUMMARY
THE TRIP OF THE SECRETARY
TO
CALIFORNIA
MARCH 22ND - 24TH 2010**

Weather:

Washington D.C.
Los Angeles, CA
Red Bluff, CA

Sunny; High 69 // Low 47
Cloudy; High 80 // Low 55
Cloudy; High 80 // Low 46

Time Zone:

California

Pacific Time Zone (3hrs behind D.C.)

Advance:

Advance (Red Bluff)
Advance (LA)
Ride-Along
Security (Los Angeles)
Security (Red Bluff)
Security (Hinkley)
Photographer

Tim Hartz
Jordan Montoya

(b) (6), (b) (7)(C)
(b) (6), (b) (7)(C)
(b) (6), (b) (7)(C)
(b) (6), (b) (7)(C)

Tami Heilemann

Cell Phone:

(b) (6)
(b) (6)
(b) (6), (b) (7)(C)
(b) (6), (b) (7)(C)
(b) (6), (b) (7)(C)
(b) (6), (b) (7)(C)
(b) (6)

Traveling Staff:

Deputy Secretary
Director, BOR
Counselor to the Secretary
Assistant to the Counselor
Press Secretary
Senior Advisor

David Hayes
Mike Connor
Steve Black
Janea Scott
Kendra Barkoff
David Nawi

(b) (6)
(b) (6)
(b) (6)
(b) (6)
(b) (6)
(b) (6)

Washington Staff:

Secretary's Scheduler
Ethics

Joan Padilla
Melinda Loftin

Office Phone
(202) 208-5820
(703) 862-5552

Attire:

Business

AIR CHARTER QUOTE

Quote Number: FQ00025

3/17/2010



Quote for:

Salazar
c/o Tim Hartz

Aircraft: Cessna 441 8
King Air C90 Medium Turboprop N2722D Max. 6 Passengers

Departure Date: Monday, March 22, 2010

Return Date: Tuesday, March 23, 2010

	Date	ID	Airport Name	NM	SM	ETD	Time	ETA
1	3/22/2010	CMA	CAMARILLO	38	44	09:00	00:33	09:33
2	3/22/2010	LAX	LOS ANGELES INTL	97	112	10:45	00:52	11:37
3	3/22/2010	DAG	BARSTOW DAGGETT	411	472	14:30	02:13	16:43
4	3/23/2010	RBL	RED BLUFF MUNI	152	175	11:30	01:07	12:37
5	3/23/2010	SFO	SAN FRANCISCO INTL	259	298	13:37	01:36	15:13
		CMA	CAMARILLO					
Totals =				957	1,101		06:21	

* All departure and arrival times are in local time.

Flight Charges = \$ 10,160.00 (06:21 * \$1,600.00)

Additional Charges:

	Charge	Amount	Count	Total	Tax	Tax Amount
1	Airport Tax				Airport Tax	\$ 689.07
2	Pilot Per Diem Rate	\$ 116.00	1	\$ 116.00		
3	Tie Down Fees	\$ 75.00	1	\$ 75.00		
4	Landing Fees	\$ 50.00	5	\$ 250.00		
Total Additional Charges =				\$ 441.00		\$ 689.07

Total Charges = \$ 10,601.00 (\$10,160.00 + \$441.00)

Total Taxes = \$ 689.07

Final Quote = \$ 11,290.07

Flight times are estimates and depend on winds aloft, air traffic control, and weather delays.

This price includes all flight related charges, so there are no additional charges for short legs, fuel surcharges, pilot fees, etc.

If you have any questions, please call us at any time

***** Thank you for your inquiry *****

AIR CHARTER QUOTE

Quote Number: FQ00023

3/17/2010



Quote for:

SALAZAR
c/o TIM HARTZ

Aircraft: King Air 200 Medium Turboprop N618 Max. 8 Passengers

Departure Date: Monday, March 22, 2010

Return Date: Tuesday, March 23, 2010

	Date	ID	Airport Name	NM	SM	ETD	Time	ETA
1	3/22/2010	61B	BOULDER CITY MUNI					
		LAX	LOS ANGELES INTL	212	244	08:40	01:03	09:43
2	3/22/2010	DAG	BARSTOW DAGGETT	97	112	10:45	00:46	11:31
3	3/22/2010	RBL	RED BLUFF MUNI	411	472	14:30	01:43	16:13
4	3/23/2010	SFO	SAN FRANCISCO INTL	152	175	11:30	00:56	12:26
5	3/23/2010	61B	BOULDER CITY MUNI	375	431	13:26	01:35	15:01
Totals =				1,246	1,434		06:03	

* All departure and arrival times are in local time.

Final Quote = \$ 8,167.50 (06:03 * \$1,350.00)

Quoted By: Shari

Remarks:

Taxes are not included in this Quote.

Flight times are estimates and depend on winds aloft, air traffic control, and weather delays.

This price includes all flight related charges, so there are no additional charges for short legs, fuel surcharges, pilot fees, etc.

If you have any questions, please call us at any time

***** Thank you for your inquiry *****



THE TRIP OF THE SECRETARY

TO

CALIFORNIA

MARCH 22ND – 24TH 2010

SUNDAY, MARCH 23rd

3:45 – 4:45pm: DEPART RESIDENCE EN ROUTE TO DULLES AIRPORT
Car #1: KLS

4:45pm: ARRIVE DULLES INTERNATIONAL AIRPORT

5:30 – 8:00pm: WHEELS-UP DULLES FOR LOS ANGELES, CA

Airline: United #947
Flight Time: 5hr 30min
KLS Seat: 24G
Ride-along: (b) (6), (b) (7)(C)

8:00pm: WHEELS-DOWN LAX
(PT)

8:00 – 8:30pm: DEPART LAX FOR RON

Car #1: KLS, Kendra Barkoff, Tami Heilemann (b) (6), (b) (7)(C)

8:30pm: ARRIVE EMBASSY SUITES

Location: 1440 E. Imperial Ave
El Segundo, CA 90245
Phone: (310) 640-3600
Fax: (310) 322-0954

8:30pm: RON

MONDAY, MARCH 22nd

8:30 – 9:00am: DEPART RON FOR LOS ANGELES TIMES

Car #1: KLS, Kendra Barkoff, (b) (6), (b) (7)(C)

**Jordan Montoya & Tami Heilemann will drive to Hinkley, CA. All other staff will need to get to the airport independently by 10:30am*

9:00am: ARRIVE LOS ANGELES TIMES BUILDING

Address: 202 W. First St.
Los Angeles, CA 90012

9:00 – 10:00am: LOS ANGELES TIMES ED-BOARD

Room:
Staff: Kendra Barkoff
Press: Closed
Format: YOU will take Q&A from Ed Board

10:00 – 10:30am: DEPART LA TIMES FOR LAX

Car #1: KLS, Kendra Barkoff (b) (6), (b) (7)(C)

10:30am: ARRIVE LAX

Location:

10:45 – 11:30am: WHEELS-UP LAX FOR BARSTOW, CA

Aircraft:
Tail #:
Pilots:

Flight Time:

Manifest: KLS, David Hayes, Steve Black, Kendra Barkoff, Janea Scott, David Nawi,
(b) (6), (b) (7)(C)

11:30am: WHEELS-DOWN BARSTOW-DAGGET AIRPORT

Address:

11:30 – 12:00pm: DEPART BARSTOW FOR HINKLEY

Car #1: KLS, David Hayes, Steve Black, David Nawi, (b) (6), (b) (7)(C)
Car #2: Kendra Barkoff, Janea Scott, Tami Heilemann, Jordan Montoya

12:00pm: ARRIVE ABENGOA PROJECT SITE

Location: 41800 Harper Lake Road
Hinkley, CA 92347

12:00 – 12:20pm: ABENGOA SITE VISIT

Participants:
Staff: Jordan Montoya
Press: Open
Set-up:
Format:

12:20 – 12:30pm: DEPART ABENGOA FOR HARPER LAKE

Car #1: KLS, David Hayes, Steve Black, David Nawi, (b) (6), (b) (7)(C)
Car #2: Kendra Barkoff, Janea Scott, Tami Heilemann, Jordan Montoya

12:30pm: ARRIVE NEXTERA ENERGY

Location: 43880 Harper Lake Road
Hinkley, CA 92347

12:30 – 12:50pm: HARPER LAKE SITE VISIT

Participants:
Staff: Jordan Montoya
Press: Open
Set-up:
Format:

1:00 – 1:30pm: PRESS AVAIL

Location:
Staff: Kendra Barkoff
Press: Open
Setup:
Format:

1:30 – 2:15pm: DEPART HINKLEY FOR BARSTOW AIRPORT

Car #1: KLS, David Hayes, David Nawi, (b) (6), (b) (7)(C)
Car #2: Kendra Barkoff, Tami Heilemann, Steve Black, Janea Scott

2:15pm: ARRIVE BARSTOW-DOGGETT AIRPORT

Address:

2:30 – 4:15pm: WHEELS-UP BARSTOW FOR RED BLUFF

Aircraft:
Tail #:
Pilots:
Flight Time:
Manifest: KLS, David Hayes, Kendra Barkoff, Tami Heilemann, David Nawi, (b) (6), (b) (7)(C)

4:15pm: WHEELS-DOWN RED BLUFF AIRPORT

4:30 – 5:00pm: DEPART AIRPORT EN ROUTE TO RON

Car #1: KLS, David Hayes, Kendra Barkoff, Tami Heilemann, David Nawi, (b) (6), (b) (7)(C)

5:00pm: ARRIVE HAMPTON INN

Location: 520 Adobe Road
Red Bluff, CA 96080
Phone: (530) 529-9916
Fax: (530) 529-9917

5:00pm: RON
*Mike Connor will meet you at the hotel

TUESDAY, MARCH 23rd

9:45 – 10:00am: **DEPART RON FOR RED BLUFF PUMPING PLANT**
Car #1: KLS, David Hayes, Mike Connor, (b) (5), (b) (7)(C)
Car #2: Kendra Barkoff, Tami Heilemann, David Nawi, Tim Hartz

10:00am: **ARRIVE RED BLUFF PUMPING PLANT**
Location: Red Bluff New Pumping Plant & Fish Screen
Diamond Ave
Red Bluff, CA 96080

10:00 – 11:00am: **RED BLUFF GROUNDBREAKING EVENT**
Location:
Staff: Tim Hartz
Press: Open
Participants: **Governor Arnold Schwarzenegger**
Senator Sam Aanestad, (CA-D, 4th District)
Assemblyman Jim Nielsen, (CA-D, 2nd District)
Don Glaser - BOR Mid-Pacific Regional Director
Jeffery Moyer - Mayor of Redbluff
George Russell – Supervisor, District 2
Dave Meurer – Rep. Herger’s Deputy District Director
Stacey Smith - Sen. Boxer’s Deputy State Director, Sacramento Office
Garreth Schaad - Vice-Chairman, Tehama-Colusa Canal Authority Board
Crowd: 300
Setup:
Format:

11:00 – 11:15am: **DEPART RED BLUFF FOR RED BLUFF AIRPORT**
Car #1: KLS, David Hayes, Mike Connor, (b) (5), (b) (7)(C)
Car #2: Kendra Barkoff, Tami Heilemann, David Nawi, Tim Hartz

11:15am: **ARRIVE RED BLUFF AIRPORT**

12:30 – 12:30pm: **WHEELS-UP RED BLUFF FOR SAN FRANCISCO, CA**
Aircraft:
Tail #:
Pilots:

Flight Time:

Manifest: KLS, David Hayes, Mike Connor, Kendra Barkoff, Tami Heilemann,
David Nawi, (b) (5), (b) (7)(C)

12:30pm: WHEELS-DOWN SAN FRANCISCO AIRPORT

1:10 – 9:18pm: WHEELS-UP SAN FRANCISCO FOR WASHINGTON D.C

Airline: United Airlines

Flight Time: 5hr

Ride-Along: (b) (5), (b) (7)(C)

**9:18pm: WHEELS-DOWN DULLES INTERNATIONAL AIRPORT
(ET)**

9:30 – 10:15pm: DEPART DULLES AIRPORT EN ROUTE TO RESIDENCE
Car #1: KLS

10:15pm: ARRIVE RESIDENCE

DOI AIR

\$24,424

**OFFICE OF THE SOLICITOR
CORRESPONDENCE BACKGROUND FORM**

Date: April 21, 2010

Nature and Significance of Document: Request for approval of a DOI aircraft to transport Secretary Salazar, BLM Director Bob Abbey and Counselor Steve Black plus four other DOI employees on **April 25 & 26, 2010** as follows: Cortez, CO-Salt Lake City, UT-Milford, UT-Boulder City, NV. The Secretary is meeting with the Governor of Utah and his Balanced Resource Council on the morning of the 26th. He will then fly to Milford for two wind/solar events before proceeding on to Boulder City at the end of the day. He has two events in Las Vegas on the morning of the 27th before returning to Washington, D.C. The attached schedule provides additional information about these events.

Background: Advance approval/disapproval by the Solicitor or Deputy Solicitor is required by 41 C.F.R. Parts 301-10 and 301-70, and OMB Circular A-126 for travel on other-than-commercial airlines by officials at SES level and above and for all non-federal individuals who are traveling either for official DOI business or on a "space available" basis. The standards for approving official travel vary according to the category of travel: to meet mission requirements; "required use" travel (extraordinary security, communications or scheduling needs); or other travel for the conduct of DOI business.

The trip documented on the attached form is ordinary ("other") official travel because it involves transportation that is neither to meet mission requirements nor "required use" travel. As such, the use of charter or DOI fleet aircraft may be authorized only when: 1) no commercial service is reasonably available to meet the scheduling or operational needs of the trip; or 2) the actual cost of charter aircraft is not more than commercial service. Reasonable availability is defined as "able to meet your departure and/or arrival requirements within a 24-hour period, unless you demonstrate that extraordinary circumstances require a shorter period." 41 C.F.R. § 301-10.261(a)(1). As detailed in the attached AMD-110, commercial airline and DOI fleet aircraft services are available.

As detailed in the attached AMD-110, the total cost of the commercial airline service is \$32,867.71 and the cost of DOI fleet aircraft is \$24,423.58. As the DOI aircraft service is more cost effective option, it is permissible to approve this travel.

Your approval of this travel is requested. The applicable criteria are met for approval of this travel. **PLEASE INDICATE YOUR APPROVAL ON THE ATTACHED AMD-110 FORM.**

Contact and telephone number:

Katherine Aldrich, 208-5216

Due Date: ASAP

Surname

T. Murphy

Murphy 4/22/10

TRAVEL COST ANALYSIS

Justification for use of a Government aircraft for travel:

A. BASIC DATA:

Dates and time of required time(s) at Temporary Duty Station(s) (TDS):

Location	Utah State Capital	Date	4/26/2010	Hours required to be on site	0900	to	1000
Location	Wind & Solar Event (Milford)	Date	4/26/2010	Hours required to be on site	1300	to	1600
Location		Date		Hours required to be on site		to	

Manifest (only persons required to be at TDS):

<u>Name</u>	<u>Hourly Salary</u>
Ken Salazar, PAS	\$103.67
Bob Abey, SES / Steve Black, SES	\$173.06
Matt Lee-Ashely, GS-15 / Alan Gilbert, GS-15	\$166.58
Tami Hallmann, GS-13 / (b) (5), (b) (7)(C)	\$95.71
TOTAL Hours Cost of All Required Travelers	\$ 5539.02

Annual Salary + 2087 hours x 1.20 =
Hourly Salary Rate

NOTE: 1.20 covers average Fringe Benefits, Retirement, Health & Life Insurance, Medicare, other Fringes. The 1.20 does not include COLA; for Alaska-based employees, add the applicable additional %.

(Continue on attached sheet if needed)

B. COST COMPARISON:

1. <u>Commercial Airline Costs to meet the required TDS locations and times. Individual ticket cost x number of required travelers</u>	\$ 7,332.60
• Cost of total duty hours away from office or regular duty station to meet the commercial airline schedule	23,043.11
• Cost of required per diem and ground transportation.	2,492.00
TOTAL Cost by commercial transportation	\$ 32,867.71
2. <u>Leased, Contract, or Rental Aircraft:</u>	
1. Flight hours x flight hour costs	\$ 0.00
2. Cost of total duty hours away from office or regular duty station	0.00
3. Cost of required per diem and ground transportation	0.00
4. Any additional aircraft or crew costs not included in above hourly rate, i.e., standby charges, tiedown fees, overnight parking, extra crew, etc.	0.00
TOTAL Cost by Lease, Contract, or Rental aircraft	\$ 0.00
3. <u>DOI-Operated Aircraft</u> - identify specific aircraft: <u>N618 - King Air 200</u>	
• Flight hours required x variable flight hour cost.	\$ 6,300.00
• Cost of total duty hours away from office or regular duty station.	15,631.58
• Cost of required per diem and ground transportation.	2,492.00
• Any additional costs to be incurred that are not included in the above flight hour rate. Variable cost of crew, as defined on page 1 of OMB Circular A-126, Attachment B, if not included in the flight hour rate. (Do not include pilot costs here if the pilot is one of the Government officials required to meet or perform duties at the TDY location.)	0.00
• Fuel costs, if not included in above flight hour rate. Any additional aircraft costs not in the above flight hour rate, i.e., tiedown fees, overnight parking, et.	0.00
TOTAL COST by DOI Fleet aircraft.	\$ 24,423.58

C. MOST COST EFFECTIVE METHOD:

Commercial
 Lease, Contract or Rental - N# _____ Pilot/Crew _____
Purpose _____

DOI Fleet - N# 618 Pilot/Crew Randy Phelps
Purpose SEE REMARKS BELOW.

REMARKS: (Must be completed if other than most-cost-effective method is chosen.)

Request for approval of DOI aircraft to transport Secretary Salazar, BLM Director Bob Abbey and Counselor to the Secretary Steve Black, and four other DOI employees on April 25th & April 26th within Colorado and Utah. The party will travel to Salt Lake City, UT to meet with Governor Herbert and the Governor's Balanced Resource Council. The aircraft will then proceed to Milford, UT to participate in events there, discussing Wind & Solar Events. The party will continue to Las Vegas, Nevada where they will RON.

The total cost of the DOI Fleet aircraft service is \$24,423 and the total cost of the commercial airline service is \$34,393. As the DOI Fleet aircraft service is more cost effective, no further justification is needed. No DOI Charter Aircraft was available and therefore not considered in this cost analysis.

Note: A final analysis was completed showing staff driving from Salt Lake City to Milford, UT instead of commercial flight to Cedar City, UT. The total cost would be:

Total Airline Commercial Costs (8 passengers) - \$7,919
Total Time Away From Office - \$21,426
Total Per Diem Costs - \$2,492 GRAND TOTAL COSTS: \$31,837

D. GENERAL APPROVAL REQUIREMENTS FOR TRAVEL ON GOVERNMENT AIRCRAFT:

Print name of designated approving official Signature Date

E. SPECIAL APPROVAL REQUIREMENTS FOR REQUIRED USE TRAVEL: (See paragraph 11.b. page 6 of OMB Circular A-126)

Print name of designated approving official Signature Date

F. SPECIAL APPROVAL REQUIREMENTS FOR USE OF GOVERNMENT AIRCRAFT FOR TRAVEL BY THE FOLLOWING CATEGORIES OF PEOPLE:
(See paragraph 11.c. page 7 of OMB Circular A-126 and paragraph a., page 3-1 of OMB Bulletin No. 93-1)

- 1) Senior Executive Branch Officials
- 2) Senior Federal Officials
- 3) Members of Families of Senior Executive Branch and Senior Federal Officials
- 4) Non-Federal travelers

ARTHUR E. GARY _____ Arthur E Gary _____ 4/22/10
Print name of designated approving official Signature Date

**BREAKDOWN OF HOURS AWAY FROM OFFICE
DOI FLEET AIRCRAFT - King Air 200**

Sunday, April 25, 2010	
Depart Durgano for Cortez, CO Airport	0.75 hrs
Elapsed time to load passengers	0.25 hrs
Flight time to Salt Lake City, UT (Fleet)	1.50 hrs
Elapsed time to unload passengers	0.25 hrs
Travel time to hotel in Salt Lake City, UT	0.25 hrs
RON Salt Lake City	8.00 hrs
	<hr/>
	11.00 hrs
Monday, April 26, 2010	
Travel from hotel to site via car	0.50 hrs
Time at Site (Utah State Capitol)	2.00 hrs
Travel time to Salt Lake City Airport	0.50 hrs
Elapsed time to load passengers	0.25 hrs
Flight time to Milford, UT (Fleet)	0.75 hrs
Elapsed time to unload passengers	0.25 hrs
Travel time to site (Milford, UT)	0.25 hrs
Time at Site (Wind & Solar Event)	3.00 hrs
Travel time to Milford Airport	0.25 hrs
Elapsed time to load passengers	0.25 hrs
Flight time to Boulder City, NV	1.00 hrs
Elapsed time to unload passengers	0.25 hrs
Travel time to hotel in Las Vegas, NV	0.75 hrs
RON Las Vegas	8.00 hrs
	<hr/>
	18.00 hrs
GRAND TOTAL HOURS	29.00 hrs
Hourly Salary for All	539.02
TOTAL COSTS	<hr/>
	\$ 15,631.58

BREAKDOWN OF HOURS AWAY FROM OFFICE
Commercial Airlines

Sunday, April 25, 2010	
Depart Durgano for Durango, CO Airport	0.25 hrs
Check-In, Wait Time, Etc.	2.25 hrs
Flight time to Salt Lake City, UT (commercial)	2.50 hrs
Baggage Claim, Rental Car, Etc.	1.75 hrs
Travel time to hotel in Salt Lake City, UT	0.25 hrs
RON Salt Lake City	8.00 hrs
	<hr/>
	15.00 hrs
Monday, April 26, 2010	
Travel from hotel to site via car	0.50 hrs
Time at Site (Utah State Capitol)	2.00 hrs
Travel time to Salt Lake City Airport	0.50 hrs
Check-In, Wait Time, Etc.	2.25 hrs
Flight time to Cedar City, UT (commercial)	1.00 hrs
Baggage Claim, Rental Car, Etc.	1.75 hrs
Travel time to site (Milford, UT)	1.00 hrs
Time at Site (Wind & Solar Event)	3.00 hrs
Travel time to Cedar City Airport	1.00 hrs
Check-in, Wait Time, Etc.	2.25 hrs
Flight time to Las Vegas, NV	2.50 hrs
Baggage Claim, Rental Car, Etc.	1.75 hrs
Travel time to hotel in Las Vegas, NV	0.25 hrs
RON Las Vegas	8.00 hrs
	<hr/>
	27.75 hrs
GRAND TOTAL HOURS	42.75 hrs
Hourly Salary for All	539.02
TOTAL COSTS	<hr/>
	\$ 23,043.11

**BREAKDOWN OF HOURS AWAY FROM OFFICE
DRIVE FROM SALT LAKE CITY TO MILFORD, UT INSTEAD OF FLYING TO CEDAR CITY**

Sunday, April 25, 2010

Depart Durgano for Durango, CO Airport	0.25 hrs
Check-In, Wait Time, Etc.	2.25 hrs
Flight time to Salt Lake City, UT (commercial)	2.50 hrs
Baggage Claim, Rental Car, Etc.	1.75 hrs
Travel time to hotel in Salt Lake City, UT	0.25 hrs
RON Salt Lake City	8.00 hrs
	<hr/>
	15.00 hrs

Monday, April 26, 2010

Travel from hotel to site via car	0.50 hrs
Time at Site (Utah State Capitol)	2.00 hrs
Travel time to site (Milford, UT)	3.50 hrs
Time at Site (Wind & Solar Event)	3.00 hrs
Travel time to Cedar City Airport	1.00 hrs
Check-In, Wait Time, Etc.	2.25 hrs
Flight time to Las Vegas, NV	2.50 hrs
Baggage Claim, Rental Car, Etc.	1.75 hrs
Travel time to hotel in Las Vegas, NV	0.25 hrs
RON Las Vegas	8.00 hrs
	<hr/>
	24.75 hrs

GRAND TOTAL HOURS	39.75 hrs
Hourly Salary for All	539.02
TOTAL COSTS	<hr/>
	\$ 21,426.05

Other Information Included in Analysis:

COMMERCIAL AIRLINE INFORMATION

Commercial Airline from Durango, CO to Salt Lake City, UT	\$	508.40
(x 4 passengers) = Total	\$	<u>2,033.60</u>
Commercial Airline from Salt Lake City, UT to Cedar City, UT	\$	134.00
Commercial Airline from Cedar City, UT to Las Vegas, NV	\$	623.00
	\$	<u>757.00</u>
(x 7 passengers) = Total	\$	<u>5,299.00</u>
GRAND TOTAL	\$	7,332.60

DOI FLEET AIRCRAFT

DOI Fleet Aircraft (KA 200) Hourly Rate	\$	1,350.00
(x 4.40 hrs of flight time) = Total	\$	<u>6,300.00</u>
Per Diem Rate for Salt Lake City, UT	\$	167.00
Per Diem Rate for Las Vegas, NV	\$	189.00
	\$	<u>356.00</u>
(x 7 passengers) = Total	\$	<u>2,492.00</u>

Air Travel

View Flight and the details below

**DRO - Durango, Co (Usa) (La Plata Apt) to
SLC - Salt Lake City, Ut (Usa)**

\$508.40 ~ Government Fare (Fare Rules)



1631 Depart
DRO - Durango, Co (Usa) (La Plata Apt)
1733 Arrive
DEN - Denver, Co (Usa) (Denver Int L
Apt)
Class EA0PY - E
Equipment CR7
Ticket Type ETR
DEPART

**United
Airlines 6187
Sun 25-Apr-10**

Duration:
2h 38min



OPERATED BY UA



1835 Depart
DEN - Denver, Co (Usa) (Denver Int L
Apt)
2008 Arrive
SLC - Salt Lake City, Ut (Usa)
Class EA0PY - E
Equipment CRJ
Ticket Type ETR
DEPART
OPERATED BY UA

**United
Airlines 6883
Sun 25-Apr-10**

Duration:
2h 36min

If travel agent assistance is required, click on the
button "Request Assistance in Booking Flight". NOTE:
Additional travel agent handling fees may apply.

Air Travel

Select a flight from the options below

**SLC - Salt Lake City, Ut (Usa) to
CDC - Cedar City, Ut (Usa)**

\$134.00 - Government Fare (Fare Rules)



1646 Depart
SLC - Salt Lake City, Ut (Usa)
1752 Arrive
CDC - Cedar City, Ut (Usa)
Class H0BVO - H
Equipment EM2
Ticket Type ETR
DEPART
OPERATED BY DL

Delta Air
Lines 7756
Mon 26-Apr-
10
Duration:
1h 06min

If travel agent assistance is required, click on the
button "Request Assistance in Booking Flight". NOTE:
Additional travel agent handling fees may apply.

Air Travel

Select a flight from the options below

**CDC - Cedar City, Ut (Usa) to
LAS - Las Vegas, Nv (Usa) (Mc+arran Int L. Apt)**

\$623.70 * Government Fare (Fare Rules)

- | | | |
|---|--|--|
|  | 1807 Depart
CDC - Cedar City, Ut (Usa)
1910 Arrive
SLC - Salt Lake City, Ut (Usa)
Class H0BVO - H
Equipment EM2
Ticket Type ETR
DEPART
OPERATED BY DL | Delta Air
Lines 7756
Tue 27-Apr-10

Duration:
2h 28min |
|  | 2000 Depart
SLC - Salt Lake City, Ut (Usa)
2025 Arrive
LAS - Las Vegas, Nv (Usa) (Mc+arran Int
L. Apt)
Class BDG - B
Equipment 320
Ticket Type ETR
DEPART
OPERATED BY DL | Delta Air
Lines 2743
Tue 27-Apr-10

Duration:
2h 28min |

If travel agent assistance is required, click on the button "Request Assistance in Booking Flight". NOTE: Additional travel agent handling fees may apply.

AIR CHARTER QUOTE

Quote Number: FQ00027

4/21/2010



Aircraft: King Air 200 Medium Turboprop N618 Max. 8 Passengers

Departure Date: Sunday, April 25, 2010

Return Date: Monday, April 26, 2010

	Date	ID	Airport Name	NM	SM	ETD	Time	ETA
1	4/25/2010	61B	BOULDER CITY MUNI	311	358	16:00	01:28	18:28
2	4/25/2010	CEZ	CORTEZ MUNI	261	300	20:00	01:15	21:15
3	4/26/2010	SLC	SALT LAKE CITY INTL	150	172	12:30	00:55	13:25
4	4/26/2010	MLF	MILFORD MUNI	173	199	17:30	01:02	17:32
		61B	BOULDER CITY MUNI					
Totals =				894	1,029		04:40	

* All departure and arrival times are in local time.

Final Quote = \$ 6,300.00 (04:40 * \$1,350.00)

Remarks:

Taxes are not included in this Quote.

Flight times are estimates and depend on winds aloft, air traffic control, and weather delays.

This price includes all flight related charges, so there are no additional charges for short legs, fuel surcharges, pilot fees, etc.

If you have any questions, please call us at any time

***** Thank you for your inquiry *****

PROPOSED ALTERNATE TRIP SCHEDULE

DURANGO → MESA VERDE → SALT LAKE → MILFORD → LAS VEGAS → WASHINGTON D.C.

TRAVELING STAFF

1. KLS (All stops)
2. (b) (6), (b) (7)(C) (All stops)
3. Matt Lee-Ashley (All stops)
4. Alan Gilbert (All Stops)
5. Steve Black (Salt Lake, Milford, Las Vegas)
6. Bob Abbey (Salt Lake, Milford, Las Vegas)
7. Tami Heilemann (Salt Lake, Milford, Las Vegas)
8. Lori Faeth (Salt Lake)

Saturday, April 24th

KLS, Matt Lee-Ashley, (b) (6), (b) (7)(C), (b) (6), (b) (7)(C)

3:00 – 6:45pm: Depart Residence (Ranch) for Durango, CO

6:45pm: Arrive Durango

7:00pm: RON

Sunday, April 25th

KLS, Matt Lee-Ashley, Alan Gilbert, (b) (6), (b) (7)(C), (b) (6), (b) (7)(C) (Advance TBD)

9:00 – 10:00am: Depart RON for Mesa Verde

10:00 – 11:00am: **Mesa Verde Event**

11:00 – 12:00pm: **Tour of Mesa Verde National Park Visitor's Center**

12:00 – 1:00pm: Depart Mesa Verde for Durango

1:00 – 6:00pm: **OPEN**

6:00 – 7:00pm: Depart Durango for Cortez airport

7:00 – 9:00pm: Wheels-up Cortez for Salt Lake City – Manifest (4): KLS, Matt Lee-Ashley, Alan Gilbert, (b) (6), (b) (7)(C)

9:00pm: Wheels-down Salt Lake City

9:15 – 9:30pm: Depart Airport for RON

9:30pm: RON

Monday, April 26th

KLS, Matt Lee-Ashley, Steve Black, Lori Faeth, Bob Abbey, Alan Gilbert, Tami Heilemann
Advance : Lori Faeth(SLC), Advance: Jordan Montoya (Milford)

(b) (5), (b) (7)(C), (b) (6), (b) (7)(C), (b) (5), (b) (7)(C)

8:45 – 9:00am: Depart RON for Utah State Capitol

9:00 – 10:00am: **Breakfast with Governor Herbert**

10:00 – 11:00am: **Governor's Balanced Resource Council**

11:00 – 11:30am: **Press Avail**

11:30 – 11:45pm: Depart State Capitol for airport

12:00 – 1:00pm: Wheels-up Salt Lake for Milford - *Manifest (7): KLS, Matt Lee-Ashley, Alan Gilbert, Bob Abbey, Steve B Tami Heilemann,* (b) (5), (b) (7)(C)

1:00pm: Wheels-down Milford

1:15 – 1:30pm: Depart Airport for Milford

1:30 – 5:00pm: **Wind & Solar Events**

5:00 – 5:15pm: Depart Milford for Airport

5:30 – 6:30pm: Wheels-up Milford for Boulder City - *Manifest (7): KLS, Matt Lee-Ashley, Alan Gilbert, Bob Abbey, Steve Black, Tami Heilemann,* (b) (5), (b) (7)(C)

6:30pm: Wheels-down Boulder City

6:45 – 7:15pm: Depart airport for Las Vegas

7:15pm: RON

Tuesday, April 27th

KLS, Matt Lee-Ashley, Steve Black, Tami Heilemann, Alan Gilbert, Bob Abbey, (b) (5), (b) (7)(C), (b) (6), (b) (7)(C) Advance: Tim Hartz


8:15 – 8:30am: Depart RON for UNLV

8:30 – 9:30am: **Meeting with Nevada Sportsmen's Groups (@ UNLV Harry Reid Center)**

9:30 – 10:00am: **Press Avail**

10:00 – 11:00am: **Energy/Jobs Event (@ UNLV Harry Reid Center)**

11:00 – 11:15am: Depart UNLV for Las Vegas Airport



12:00 – 7:30pm (ET): Wheels-up Las Vegas for Washington D.C.

7:30pm: Wheels-down Reagan National Airport

7:45 – 8:15pm: Depart Airport for Residence

8:15pm: RON

DOI AIR

\$20,706

**OFFICE OF THE SOLICITOR
CORRESPONDENCE BACKGROUND FORM**

Date: May 4, 2010

Nature and Significance of Document: Request for approval of Federal aircraft service to transport Secretary of the Interior and two DOI SES officials (Marcia K. McNutt, USGS; Ken Lane, OS) on **May 5, 2010** from New Orleans, LA to Mobile, AL, and back to New Orleans, with multiple stops including Venice and Fort Fouchon, LA. The purpose of the flight is to tour command centers responding to the "BP Deepwater Horizon" spill, the fabrication site for the "containment dome" that BP intends to deploy to control the spill, and areas affected by the spill, including National Wildlife Refuges. Additionally, the aircraft will also conduct an overflight of the spill area.

Background: Advance approval/disapproval by the Solicitor or Deputy Solicitor is required by 41 C.F.R. Parts 301-10 and 301-70, and OMB Circular A-126 for travel on other-than-commercial airlines by officials at SES level and above and for all non-federal individuals who are traveling either for official DOI business or on a "space available" basis. The standards for approving official travel vary according to the category of travel: to meet mission requirements; "required use" travel (extraordinary security, communications, or scheduling needs); or other travel for the conduct of DOI business.

The trip documented on the attached form is ordinary ("other") official travel because it involves transportation that is neither to meet mission requirements nor "required use" travel. As such, the use of Federal or charter aircraft may be authorized only when: 1) no commercial service is reasonably available to meet the scheduling or operational needs of the trip; or 2) the actual cost of charter aircraft is not more than commercial service. Reasonable availability is defined as "able to meet your departure and/or arrival requirements within a 24-hour period, unless you demonstrate that extraordinary circumstances require a shorter period." 41 C.F.R. § 301-10.261(a)(1). In this case, neither commercial nor charter aircraft service is reasonably available to meet the scheduling or operational needs of the trip.

As the attached OAS 110 indicates, commercial aircraft service is not reasonably available. Because Federal aircraft service is the only option that reasonably meets scheduling and operational needs, it is permissible to approve this travel.

*also
cost less
than
charter
5/6*

Your approval of this travel is requested. The applicable criteria are met for approval of this travel. **PLEASE INDICATE YOUR APPROVAL ON THE ATTACHED OAS-110 FORM.**

Contact and telephone number:
Jennifer Heindl 208-7094

Due Date: ASAP

Surname

EJK
E. Keable

05.04.10

*see finalized
AMD-110's
attached*

TRAVEL COST ANALYSIS

Justification for use of a Government aircraft for travel:

A. BASIC DATA:

Dates and time of required time(s) at Temporary Duty Station(s) (TDS):

Location	<u>see attached</u>	Date	_____	Hours required to be on site	_____	to	_____
Location	_____	Date	_____	Hours required to be on site	_____	to	_____
Location	_____	Date	_____	Hours required to be on site	_____	to	_____

Manifest (only persons required to be at TDS):

Name	Hourly Salary
<u>see attached</u>	_____
_____	_____
_____	_____
_____	_____

Annual Salary + 2087 hours x 1.20 =
Hourly Salary Rate

NOTE: 1.20 covers average Fringe Benefits, Retirement, Health & Life Insurance, Medicare, other Fringes. The 1.20 does not include COLA; for Alaska-based employees, add an additional .25.

TOTAL Hours Cost of All Required Travelers \$ _____

(Continue on attached sheet if needed)

B. COST COMPARISON:

1. Commercial Airline Costs to meet the required TDS locations and times. Individual ticket cost x number of required travelers. \$ N/A

- Cost of total duty hours away from office or regular duty station to meet the commercial airline schedule. _____
 - Cost of required per diem and ground transportation. _____
- TOTAL Cost by commercial transportation \$ _____

2. Leased, Contract, or Rental Aircraft.

1. Flight hours x flight hour costs \$ _____
 2. Cost of total duty hours away from office or regular duty station _____
 3. Cost of required per diem and ground transportation _____
 4. Any additional aircraft or crew costs not included in above hourly rate, i.e., standby charges, tiedown fees, overnight parking, extra crew, etc. _____
- TOTAL Cost by Lease, Contract, or Rental aircraft. \$ TRD

3. DOI-Operated Aircraft - identify specific aircraft: N351FW

- Flight hours required x variable flight hour cost. \$ _____
 - Cost of total duty hours away from office or regular duty station. _____
 - Cost of required per diem and ground transportation. _____
 - Any additional costs to be incurred that are not included in the above flight hour rate. Variable cost of crew, as defined on page 1 of OMB Circular A-126, Attachment B, if not included in the flight hour rate. (Do not include pilot costs here if the pilot is one of the Government officials required to meet or perform duties at the TDY location.) _____
 - Fuel costs, if not included in above flight hour rate. Any additional aircraft costs not in the above flight hour rate, i.e., tiedown fees, overnight parking, et. _____
- TOTAL COST by DOI Fleet aircraft. \$ _____

C. MOST COST EFFECTIVE METHOD:

Commercial

Lease, Contract or Rental - N# _____ Pilot/Crew _____

Purpose _____

DOI Fleet _____ N# _____ Pilot/Crew _____

Purpose To tour command centers, fabrication site of

containment dome, & areas affected by BP Deepwater Horizon spill, including Nat'l Wildlife Refuges

REMARKS: (Must be completed if other than most-cost-effective method is chosen.)

D. GENERAL APPROVAL REQUIREMENTS FOR TRAVEL ON GOVERNMENT AIRCRAFT:

Print name of designated approving official _____ Signature _____ Date _____

E. SPECIAL APPROVAL REQUIREMENTS FOR REQUIRED USE TRAVEL: (See paragraph 11.b. page 6 of OMB Circular A-126)

Print name of designated approving official _____ Signature _____ Date _____

F. SPECIAL APPROVAL REQUIREMENTS FOR USE OF GOVERNMENT AIRCRAFT FOR TRAVEL BY THE FOLLOWING CATEGORIES OF PEOPLE:
(See paragraph 11.c. page 7 of OMB Circular A-126 and paragraph a., page 3-1 of OMB Bulletin No. 93-11)

- 1) [REDACTED]
- 2) [REDACTED]
- 3) Members of Families of Senior Executive Branch and Senior Federal Officials
- 4) Non-Federal travelers

* Approved based on preliminary plans.

ARTHUR E. GARY _____ Signature Arthur E. Gary _____ Date 5/4/10

Expected Itinerary : May 5, 2010 tour of "BP Deepwater Horizon" spill and spill response sites.

New Orleans, LA to Mobile, AL, and return.

To include stops in Fort Fourchon and Venice, LA, and at National Wildlife Refuges in spill area. To also include an overflight of spill area.

Travelers:

Secretary Ken Salazar
Marcia K. McNutt, USGS
Ken Lane, OS

TRAVEL COST ANALYSIS

Justification for use of a Government aircraft for travel:

A. BASIC DATA:

Dates and time of required time(s) at Temporary Duty Station(s) (TDS):

Location	Date	Hours required to be on site	Start Time	End Time
Port Fuchon, LA	5/5/2010		9:00am	9:30am
Delta NWR	5/5/2010		10:15am	12:15pm
Verice, LA	5/5/2010		12:15pm	12:45pm

Manifest (only persons required to be at TDS):

Name	Hourly Salary
Secretary of Interior Ken Salazar	\$107.00
Marcia McNitt, SES / Ken Lane, SES	\$194.00
Matthew Lee-Ashley, SES	\$97.00
Security Staff	\$67.50
TOTAL Hours Cost of All Required Travelers	\$ 465.50

Annual Salary + 2087 hours x 1.20 =
Hourly Salary Rate

NOTE: 1.20 covers average Fringe Benefits, Retirement, Health & Life Insurance, Medicare, other Fringes. The 1.20 does not include COLA; for Alaska-based employees, add the applicable additional %.

(Continue on attached sheet if needed)

B. COST COMPARISON:

1. <u>Commercial Airline Costs to meet the required TDS locations and times. Individual ticket cost x number of required travelers</u>	\$ 0.00
• Cost of total duty hours away from office or regular duty station to meet the commercial airline schedule.	0.00
• Cost of required per diem and ground transportation.	0.00
TOTAL Cost by commercial transportation	\$ 0.00
2. <u>Leased, Contract, or Rental Aircraft</u>	
1. Flight hours x flight hour costs	\$ 5,481.00
2. Cost of total duty hours away from office or regular duty station	16,758.00
3. Cost of required per diem and ground transportation	1,775.00
4. Any additional aircraft or crew costs not included in above hourly rate, i.e., standby charges, tiedown fees, overnight parking, extra crew, etc.	275.00
TOTAL Cost by Lease, Contract, or Rental aircraft	\$ 24,289.00
3. <u>DOI-Operated Aircraft</u> - identify specific aircraft: <u>N351FW</u>	
• Flight hours required x variable flight hour cost	\$ 1,898.00
• Cost of total duty hours away from office or regular duty station.	16,758.00
• Cost of required per diem and ground transportation.	1,775.00
• Any additional costs to be incurred that are not included in the above flight hour rate. Variable cost of crew, as defined on page 1 of OMB Circular A-126, Attachment B, if not included in the flight hour rate. (Do not include pilot costs here if the pilot is one of the Government officials required to meet or perform duties at the TDY location.)	0.00
• Fuel costs, if not included in above flight hour rate. Any additional aircraft costs not in the above flight hour rate, i.e., tiedown fees, overnight parking, et.	275.00
TOTAL COST by DOI Fleet aircraft.	\$ 20,706.00

C. MOST COST EFFECTIVE METHOD:

Commercial
 Lease, Contract or Rental - N# _____ Pilot/Crew _____
Purpose _____

DOI Fleet _____ N# 351FW Pilot/Crew Glenn Cullingford
See Remarks Below
Purpose _____

REMARKS: (Must be completed if other than most-cost-effective method is chosen.)

Additional Site Visits Not Listed on Page 1:

Robert , LA (Mobile Command Center) 5/5/2010 2:00pm - 3:00pm / Gulf Shores, AL (Bon Secour NWR) 5:00pm - 6:30pm

Request approval for use government DOI Fleet aircraft to transport Secretary Ken Salazar, 3 senior officials Kenneth Lane, Matthew Lee-Ashely and Marcia McNutt; and 1 security staff within Louisiana. The party will travel to Port Fuchon, LA, Venice, LA, and Robert , LA to visit the Mobile Command Center, participate in events at Delta NWR and to conduct a site visit of the Oil Containment Center. The aircraft will then proceed to Gulf Shores, AL to participate in events held at Bon Secour NWR. Aircraft will then proceed to final destination in Mobile, AL where the party will RON and catch commercial airlines to return to Washington, DC May 6th, 2010.

Commercial Airlines can not conduct aerial flights and does not offer commercial airline service between points on Interest, therefore was not considered in the cost analysis. The most cost effective method was chosen therefore no further justification is needed.

D. GENERAL APPROVAL REQUIREMENTS FOR TRAVEL ON GOVERNMENT AIRCRAFT

Print name of designated approving official _____ Signature _____ Date _____

E. SPECIAL APPROVAL REQUIREMENTS FOR REQUIRED USE TRAVEL: (See paragraph 11.b, page 6 of OMB Circular A-126)

Print name of designated approving official _____ Signature _____ Date _____

F. SPECIAL APPROVAL REQUIREMENTS FOR USE OF GOVERNMENT AIRCRAFT FOR TRAVEL BY THE FOLLOWING CATEGORIES OF PEOPLE:
(See paragraph 11.c, page 7 of OMB Circular A-126 and paragraph a., page 3-1 of OMB Bulletin No. 93-11)

- 3) Members of Families of Senior Executive Branch and Senior Federal Officials
4) Non-Federal travelers

Print name of designated approving official _____ Signature _____ Date _____

CHARTER

\$5,364

**OFFICE OF THE SOLICITOR
CORRESPONDENCE BACKGROUND FORM**

Date: May 14, 2010

Nature and Significance of Document: Request for approval of charter aircraft service to transport an Secretary Salazar on **May 15, 2010** from New Orleans, LA, to Venice, LA, to the Delta National Wildlife Refuge, LA, to Robert, LA, and back to New Orleans. The purpose of this flight is to meet with key personnel regarding the continuing DOI response to the "BP Deepwater Horizon" oil spill.

Background: Advance approval/disapproval by the Solicitor or Deputy Solicitor is required by 41 C.F.R. Parts 301-10 and 301-70, and OMB Circular A-126 for travel on other-than-commercial airlines by officials at SES level and above and for all non-federal individuals who are traveling either for official DOI business or on a "space available" basis. The standards for approving official travel vary according to the category of travel: to meet mission requirements; "required use" travel (extraordinary security, communications, or scheduling needs); or other travel for the conduct of DOI business.

The trip documented on the attached form is ordinary ("other") official travel because it involves transportation that is neither to meet mission requirements nor "required use" travel. As such, the use of DOI or charter aircraft may be authorized only when: 1) no commercial service is reasonably available to meet the scheduling or operational needs of the trip; or 2) the actual cost of charter aircraft is not more than commercial service. Reasonable availability is defined as "able to meet your departure and/or arrival requirements within a 24-hour period, unless you demonstrate that extraordinary circumstances require a shorter period." 41 C.F.R. § 301-10.261(a)(1). Commercial aircraft service is not reasonably available for this flight. Because of scheduling and maintenance demands, DOI aircraft service is also not reasonably available.

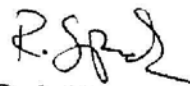
As the attached AMD 110 indicates, the total cost of using charter aircraft (including cost of total duty hours away) for this travel is \$5363.50. Neither DOI aircraft service nor commercial service, as mentioned above, is reasonably available. Because charter service is the only reasonable option to accomplish the purpose of this trip, it is permissible to approve this travel.

Your approval of this travel is requested. The applicable criteria are met for approval of this travel. **PLEASE INDICATE YOUR APPROVAL ON THE ATTACHED OAS-110 FORM.**

Contact and telephone number:
Jennifer Heindl 208-7094

Due Date: ASAP

Surname



Rachel Spector (Acting for
Tim Murphy)

TRAVEL COST ANALYSIS

Justification for use of a Government aircraft for travel:

A. BASIC DATA:

Dates and time of required time(s) at Temporary Duty Station(s) (TDS):

Location	<u>Venice, LA</u>	Date	<u>5/15/2010</u>	Hours required to be on site	_____ to _____
Location	<u>Robert, LA</u>	Date	<u>5/15/2010</u>	Hours required to be on site	_____ to _____
Location	<u>New Orleans, LA</u>	Date	<u>5/15/2010</u>	Hours required to be on site	_____ to _____

Manifest (only persons required to be at TDS):

Name	Hourly Salary
<u>Secretary of Interior Ken Salazar</u>	<u>\$107.00</u>
_____	_____
_____	_____
_____	_____
TOTAL Hours Cost of All Required Travelers	\$ <u>107.00</u>

Annual Salary ÷ 2087 hours x 1.20 =
Hourly Salary Rate

NOTE: 1.20 covers average Fringe Benefits, Retirement, Health & Life Insurance, Medicare, other Fringes. The 1.20 does not include COLA; for Alaska-based employees, add the applicable additional %.

(Continue on attached sheet if needed)

B. COST COMPARISON:

1. Commercial Airline Costs to meet the required TDS locations and times. Individual ticket cost x number of required travelers. \$ N/A

- Cost of total duty hours away from office or regular duty station to meet the commercial airline schedule.
- Cost of required per diem and ground transportation.

TOTAL Cost by commercial transportation

2. Leased, Contract or Rental Aircraft. *see calculation under remarks* \$ 0.00

1. Flight hours x flight hour costs
2. Cost of total duty hours away from office or regular duty station
3. Cost of required per diem and ground transportation
4. Any additional aircraft or crew costs not included in above hourly rate, i.e., standby charges, tiedown fees, overnight parking, extra crew, etc.

TOTAL Cost by Lease, Contract, or Rental aircraft.

3. DOI-Operated Aircraft - identify specific aircraft: Unavailable down for Maintena \$ 5,363.50

- Flight hours required x variable flight hour cost
- Cost of total duty hours away from office or regular duty station.
- Cost of required per diem and ground transportation.
- Any additional costs to be incurred that are not included in the above flight hour rate. Variable cost of crew, as defined on page 1 of OMB Circular A-126, Attachment B, if not included in the flight hour rate. (Do not include pilot costs here if the pilot is one of the Government officials required to meet or perform duties at the TDY location.)
- Fuel costs, if not included in above flight hour rate. Any additional aircraft costs not in the above flight hour rate, i.e., tiedown fees, overnight parking, et

TOTAL COST by DOI Fleet aircraft.

\$ 0.00

C. MOST COST EFFECTIVE METHOD:

Commercial
 Lease, Contract or Rental - N# _____ 50KH Pilot/Crew Brandon Ricks (T & M Aviation)
Purpose See Remarks below
 DOI Fleet - N# _____ Pilot/Crew _____
Purpose _____

REMARKS: (Must be completed if other than most-cost-effective method is chosen.)

Request approval to utilize charter aircraft T&M Aviation, Bell 206L1, N 50KH to transport Secretary Salazar, Brian Screnar, Kendra Barkoff, Tami Hellenmann, [redacted] on May 15, 2010. Secretary Salazar will be traveling from New Orleans, LA to Venice, LA to Robert, LA and return to New Orleans, LA. He will be meeting with key personnel regarding the Gulf Shore Oil spill.

No commercial flights are available between various sites. The Department of the Interior fleet helicopter is down for maintenance. Driving between site visits is not an option because it could not meet the constraints of the meeting times. T&M Aviation is most reasonable for this flight.

T&M Estimate		Southern Helicopters Estimate	
2.5 Flight hrs X \$891/hr =	\$2227.50	2.5 Flight hrs X 876 =	\$2190.00
Daily availability	3138.00	Daily Availability	3752.00
Total	\$5363.50		\$5942.00

D. GENERAL APPROVAL REQUIREMENTS FOR TRAVEL ON GOVERNMENT AIRCRAFT:

Print name of designated approving official _____ Signature _____ Date _____

E. SPECIAL APPROVAL REQUIREMENTS FOR REQUIRED USE TRAVEL: (See paragraph 11.b, page 6 of OMB Circular A-126)

Print name of designated approving official _____ Signature _____ Date _____

F. SPECIAL APPROVAL REQUIREMENTS FOR USE OF GOVERNMENT AIRCRAFT FOR TRAVEL BY THE FOLLOWING CATEGORIES OF PEOPLE: (See paragraph 11.c, page 7 of OMB Circular A-126 and paragraph a, page 3-1 of OMB Bulletin No. 93-11)

[redacted]

- 2) Senior Federal Officials
- 3) Members of Families of Senior Executive Branch and Senior Federal Officials
- 4) Non-Federal travelers

ARTHUR E. EARLY _____ Signature Arthur E. Early Date 5/14/10
Print name of designated approving official

USCG

N/A

OFFICE OF THE SOLICITOR
CORRESPONDENCE BACKGROUND FORM

Date: May 18, 2010

Nature and Significance of Document: Request for approval of the use of USCG aircraft service to transport Secretary Salazar and Deputy Secretary David Hayes, on April 30, 2010 from Washington D.C. to Houma, LA, to Robert, LA, and returning to Washington, D.C. Secretary Napolitano (DHS) and Administrator Lisa P. Jackson, (EPA) were also on the flight. The purpose of this flight was to conduct an overflight of the "BP Deepwater Horizon" oil spill and to meet with Federal, state, and local officials at the Robert Command Center. *(required use aircraft)*

Background: Advance approval/disapproval by the Solicitor or Deputy Solicitor is required by 41 C.F.R. Parts 301-10 and 301-70, and OMB Circular A-126 for travel on other-than-commercial airlines by officials at SES level and above and for all non-federal individuals who are traveling either for official DOI business or on a "space available" basis. The standards for approving official travel vary according to the category of travel: to meet mission requirements; "required use" travel (extraordinary security, communications, or scheduling needs); or other travel for the conduct of DOI business.

The trip documented on the attached form is ordinary ("other") official travel because it involves transportation that is neither to meet mission requirements nor "required use" travel. As such, the use of DOI or charter aircraft may be authorized only when: 1) no commercial service is reasonably available to meet the scheduling or operational needs of the trip; or 2) the actual cost of charter aircraft is not more than commercial service. Reasonable availability is defined as "able to meet your departure and/or arrival requirements within a 24-hour period, unless you demonstrate that extraordinary circumstances require a shorter period." 41 C.F.R. § 301-10.261(a)(1). Commercial aircraft service was not reasonably available because this travel included an overflight of the spill area.

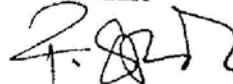
As the attached OAS-110 indicates, the total cost to DOI of using USCG aircraft (not including cost of total duty hours away) for this travel was \$0. Commercial service, as mentioned above, was not reasonably available. Because use of USCG aircraft was the most cost effective means of achieving the purpose of this flight, it is permissible to approve this travel.

Your approval of this travel is requested. The applicable criteria are met for approval of this travel. **PLEASE INDICATE YOUR APPROVAL ON THE ATTACHED OAS-110 FORM.**

Contact and telephone number:
Jennifer Heindl 208-7094

Due Date: ASAP

Surname



Rachel Spector (Acting for
Tim Murphy)

TRAVEL COST ANALYSIS

Justification for use of a Government aircraft for travel:

A. BASIC DATA:

Dates and time of required time(s) at Temporary Duty Station(s) (TDS): *see attached itinerary*

Location	<u>WASH. D.C.</u>	Date	<u>4-30-10</u>	Hours required to be on site	_____ to _____
Location	<u>Houma, LA.</u>	Date	<u>11</u>	Hours required to be on site	_____ to _____
Location	<u>ROBERT, LA</u>	Date	<u>11</u>	Hours required to be on site	_____ to _____

Manifest (only persons required to be at TDS):

Name	Hourly Salary
<u>Secretary Ken Salazar</u>	_____
<u>Deputy Secretary David Hayes</u>	_____
_____	_____
_____	_____

TOTAL Hours Cost of All Required Travelers \$ _____

Annual Salary + 2087 hours x 1.20 =
Hourly Salary Rate

NOTE: 1.20 covers average Fringe Benefits, Retirement, Health & Life Insurance, Medicare, other Fringes. The 1.20 does not include COLA; for Alaska-based employees, add an additional .25.

B. COST COMPARISON:

(Continue on attached sheet if needed)

1. Commercial Airline Costs to meet the required TDS locations and times. Individual ticket cost x number of required travelers. \$ N/A

- Cost of total duty hours away from office or regular duty station to meet the commercial airline schedule.
- Cost of required per diem and ground transportation.

TOTAL Cost by commercial transportation \$ _____

2. Leased, Contract, or Rental Aircraft. USCG Aircraft

1. Flight hours x flight hour costs \$ 0
2. Cost of total duty hours away from office or regular duty station _____
3. Cost of required per diem and ground transportation _____
4. Any additional aircraft or crew costs not included in above hourly rate, i.e., standby charges, tiedown fees, overnight parking, extra crew, etc. _____

TOTAL Cost by Lease, Contract, or Rental aircraft. \$ _____

3. DOI-Operated Aircraft - identify specific aircraft: N/A

- Flight hours required x variable flight hour cost. \$ _____
- Cost of total duty hours away from office or regular duty station. _____
- Cost of required per diem and ground transportation. _____
- Any additional costs to be incurred that are not included in the above flight hour rate. Variable cost of crew, as defined on page 1 of OMB Circular A-126, Attachment B, if not included in the flight hour rate. (Do not include pilot costs here if the pilot is one of the Government officials required to meet or perform duties at the TDY location.) _____
- Fuel costs, if not included in above flight hour rate. Any additional aircraft costs not in the above flight hour rate, i.e., tiedown fees, overnight parking, etc. _____

TOTAL COST by DOI Fleet aircraft. \$ _____

C. MOST COST EFFECTIVE METHOD:

Commercial

Lease, Contract or Rental - NH _____, Pilot/Crew USCG

Purpose overflight of 'BP Deepwater Horizon' spill; meeting with Federal, state, & local officials at Robert Command Center.

DOI Fleet _____NH _____, Pilot/Crew _____

Purpose _____

REMARKS: (Must be completed if other than most-cost-effective method is chosen.)

D. GENERAL APPROVAL REQUIREMENTS FOR TRAVEL ON GOVERNMENT AIRCRAFT:

Print name of designated approving official _____ Signature _____ Date _____

E. SPECIAL APPROVAL REQUIREMENTS FOR REQUIRED USE TRAVEL: (See paragraph 11.b. page 6 of OMB Circular A-126)

Print name of designated approving official _____ Signature _____ Date _____

F. SPECIAL APPROVAL REQUIREMENTS FOR USE OF GOVERNMENT AIRCRAFT FOR TRAVEL BY THE FOLLOWING CATEGORIES OF PEOPLE:
(See paragraph 11.c. page 7 of OMB Circular A-126 and paragraph a., page 3-1 of OMB Bulletin No. 93-11)

~~1) Senior Executive Branch officials~~

- 2) Senior Federal Officials
- 3) Members of Families of Senior Executive Branch and Senior Federal Officials
- 4) Non-Federal travelers

ARTHUR E. GARY
Print name of designated approving official

Arthur E. Gary
Signature

5/18/10 *
Date

* APPROVED AT TIME OF TRAVEL; REQUIRED SINCE SECRETARY TRAVELED WITH DHS ON REQUIRED USE AIRCRAFT. FORMER A-126 APPROVAL NOT REQUIRED

FINAL
5/18/2010
9:46:04 AM

THE
TRIP
TO

Houma, Louisiana
Robert, Louisiana

Friday, April 30, 2010

Friday, April 30, 2010

Washington, DC

Weather: Sunny 85°/65°

Attire: Business

7:00 AM Depart private residence en route Reagan National Airport
7:30 AM Arrive Reagan National Airport
7:45 AM Depart Reagan National Airport en route Houma, LA
(Flight time: 2 hours 20 minutes; +1 hour)
9:05 AM Arrive Houma-Terrebonne Airport, LA

Houma, LA

Weather: Isolated T-
Storms Wind 84°/74°

Attire: Operational Casual

FBO: Houma Jet Center
985-868-7858

9:20 AM Load operational aircraft/ safety briefing

9:45 AM INSPECTION OF OIL SHEEN
LOCATION: USCG CASA aircraft
DURATION: 2 hours
PRESS: Manifested
PARTICIPANTS: Secretary Napolitano
Secretary Salazar
Director Carol Browner

FINAL
5/18/2010
9:46:04 AM

EPA Administrator Jackson
Sean Smith, OPA
Amy Shlossman, DCOS
Dave Johnston, Mil Aide
(b) (6), (b) (7)(C) USSS
(b) (6), (b) (7)(C) USSS
DOI Deputy Secretary David Hayes
Senator Landrieu (LA)
Senator Vitter (LA)
Congressman Melancon (LA)
Congressman Cao (LA)
Cory Mendenhall, USCG photog
TBD Photog
TBD Photog

(Flight Time: 2 hours)

11:45 AM Arrive Hammond Regional Airport

Location: Robert, Louisiana

**Weather: Isolated T-
Storms 87°/76°**

Attire: Operational Casual

**FBO: Air BP/ Top Gun Aviation
985-542-0719**

12:00 PM Depart Hammond Regional Airport en route Robert, LA

(Drive time: 15 minutes)

**12:15 PM MEETING/ BRIEFING WITH FEDERAL, STATE AND
LOCAL OFFICIALS**

LOCATION: Robert Command Center
Offshore Room- Magnolia Conference
Center

23260 Shell Lane
Robert, LA 70455

DURATION: 60 minutes

PRESS: CLOSED

PARTICIPANTS: Secretary Napolitano
Secretary Salazar
Director Browner
Administrator Jackson
Deputy Secretary Hayes
Governor Jindal

FINAL
5/18/2010
9:46:04 AM

LA HSA
LA State Emergency managers
LA State Environmental manager – tentative
LA Congressional delegation
TBD MS officials
TBD AL officials
TBD FL officials
BP officials

BREAKDOWN:

Briefing by USCG and BP officials
Q&A

1:15 PM

PRESS PRE-BRIEF

LOCATION: Robert Command Center
Magnolia Conference Center- McAllen
Ranch briefing room
23260 Shell Lane
Robert, LA 70455

DURATION: 15 minutes

PRESS: CLOSED

PARTICIPANTS: Secretary Napolitano
Secretary Salazar
Director Browner
Administrator Jackson
Deputy Secretary Hayes
Governor Jindal

1:30 PM

PRESS CONFERENCE

LOCATION: Robert Command Center
Oak Learning Center- Azalea Classroom A
23260 Shell Lane
Robert, LA 70455

DURATION: 45 minutes

PRESS: OPEN

PARTICIPANTS: Governor Jindal
Secretary Napolitano
Secretary Salazar
Administrator Jackson
BP Officials
Director Browner (not speaking)
Deputy Secretary Hayes (not speaking)

2:15 PM

Depart Robert Command Center en route Hammond Regional
Airport

(Drive Time: 15 minutes)

FINAL
5/18/2010
9:46:04 AM

2:30 PM Arrive Hammond Regional Airport

2:45 PM Depart en route Washington, DC

(Flight Time: 2 hours -1 hour)

5:45 PM Arrive Washington, DC

6:00 PM Depart Reagan National Airport

TRIP CONCLUDES

CG-02 Manifest (Washington, DC to Houma, LA)

1. Secretary Napolitano
2. Secretary Salazar
3. Director Carol Browner
4. EPA Administrator Jackson
5. DOI Deputy Secretary David Hayes
6. Sean Smith, OPA
7. Amy Shlossman, DCOS
8. Dave Johnston, Mil Aide
9. (b) (6), (b) (7)(C) USSS
10. (b) (6), (b) (7)(C) USSS
11. Senator Landricu

Casa aircraft Manifest (Houma, LA to Hammond, LA)

1. Secretary Napolitano
2. Secretary Salazar
3. Director Carol Browner
4. EPA Administrator Jackson
5. Sean Smith, OPA
6. Amy Shlossman, DCOS
7. Dave Johnston, Mil Aide
8. (b) (6), (b) (7)(C) USSS
9. (b) (6), (b) (7)(C) USSS
10. DOI Deputy Secretary David Hayes
11. Senator Landrieu (LA)
12. Senator Vitter (LA)
13. Congressman Melancon (LA)
14. Congressman Cao (LA)
15. Cory Mendenhall, USCG photg
16. TBD photographer
17. TBD photographer

CG-02 Manifest (Hammond, LA to Washington, DC)

1. Secretary Napolitano
2. Secretary Salazar
3. Director Carol Browner
4. DOI Deputy Secretary David Hayes
5. Sean Smith, OPA
6. Amy Shlossman, DCOS
7. Dave Johnston, Mil Aide
8. (b) (6), (b) (7)(C) USSS
9. (b) (6), (b) (7)(C) USSS
10. USSS
11. Juliette Kayyem, IGA

Contact List

Amy Shlossman, Deputy Chief Of Staff DHS	(b) (6)
Sean Smith, Assistant Secretary for Public Affairs DHS	(b) (6)
Juliette Kayyem, A/S Intergovernmental Affairs DHS	(b) (6)
Katrina Hartman, Trip Director DHS	(b) (6)
Abby Page, Advance Representative DHS	(b) (6)
Deputy Secretary David Hayes DOI	(b) (6)
Kendra Barkoff, Press Secretary DOI	(b) (6)
Nicholas Pardi, Public Affairs, MMS	(b) (6)
Eileen Angelico, Public Affairs, MMS	(b) (6)
Dave Johnston, Military Aide DHS	(b) (6)
Arvin Ganesan, staff EPA	(b) (6)
Allyn Brooks-LaSure, Press EPA	(b) (6)
(b) (6), (b) (7)(C) Security EPA	(b) (6), (b) (7)(C)
Clay Diette, Advance EPA	(b) (6)
(b) (6), (b) (7)(C) USSS Assistant Detail Leader	(b) (6), (b) (7)(C)
(b) (6), (b) (7)(C) USSS	(b) (6), (b) (7)(C)
Joan Padilla, Director of Scheduling and Advance DOI	(b) (6)
(b) (6), (b) (7)(C) pilot	(b) (6), (b) (7)(C)
(b) (6), (b) (7)(C) pilot	(b) (6), (b) (7)(C)

Straitt, Iris

From: Barkoff, Kendra
Sent: Wednesday, April 28, 2010 12:19 PM
To: Padilla, Joan; Davis, Laura; Hayes, David; Stone, Renee; Strickland, Thomas; Mansour, Christopher; Lee-Ashley, Matt; Hildebrandt, Betsy; Hartz, Tim; Lane, Kenneth
Subject: Re: Tentative: Louisiana on Friday

Kls wants David to stay in DC.

From: Padilla, Joan
To: Davis, Laura; Hayes, David; Stone, Renee; Strickland, Thomas; Mansour, Christopher; Lee-Ashley, Matt; Barkoff, Kendra; Hildebrandt, Betsy; Hartz, Tim; Lane, Kenneth
Sent: Wed Apr 28 12:18:08 2010
Subject: Tentative: Louisiana on Friday

We will meet internally here around 1 pm then speak to Sec. Napolitano's office. I just wanted to give you a heads up re the timing her Office is thinking, although they of course, would like to hear any suggestions, thoughts, we have. They have a general outline:

FRIDAY: May 1

7:00 am WU DCA—KLS and security or David, could travel on plane. Plane holds 11 passengers.

Plane would go to Houma and do overflight

Plane would come back to land to Robert, LA, to the Command Center.

Press

Wheels up back to DC 2 or 3 pm

Plane arrives back in DC at approximately 6:00 pm (time change).

Straitt, Iris

From: Barkoff, Kendra
Sent: Wednesday, April 28, 2010 12:21 PM
To: Padilla, Joan
Subject: Re: Tentative: Louisiana on Friday

He just told david that.

From: Padilla, Joan
To: Barkoff, Kendra
Sent: Wed Apr 28 12:20:24 2010
Subject: RE: Tentative: Louisiana on Friday

Thx. I didn't know that. I just asked if someone else could be on plane.

From: Barkoff, Kendra
Sent: Wednesday, April 28, 2010 12:19 PM
To: Padilla, Joan; Davis, Laura; Hayes, David; Stone, Renee; Strickland, Thomas; Mansour, Christopher; Lee-Ashley, Matt; Hildebrandt, Betsy; Hartz, Tim; Lane, Kenneth
Subject: Re: Tentative: Louisiana on Friday

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From: Padilla, Joan
To: Davis, Laura; Hayes, David; Stone, Renee; Strickland, Thomas; Mansour, Christopher; Lee-Ashley, Matt; Barkoff, Kendra; Hildebrandt, Betsy; Hartz, Tim; Lane, Kenneth
Sent: Wed Apr 28 12:18:08 2010
Subject: Tentative: Louisiana on Friday

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Press

Wheels up back to DC 2 or 3 pm

Plane arrives back in DC at approximately 6:00 pm (time change).

Straitt, Iris

From: Lee-Ashley, Matt
Sent: Wednesday, April 28, 2010 12:21 PM
To: Padilla, Joan; Davis, Laura; Hayes, David; Stone, Renee; Strickland, Thomas; Mansour, Christopher; Barkoff, Kendra; Hildebrandt, Betsy; Hartz, Tim; Lane, Kenneth
Subject: RE: Tentative: Louisiana on Friday

I spoke with DHS comms director and our recommendation for the press event is that it be on a coastline with booms and spill response activities happening in the background.

From: Padilla, Joan
Sent: Wednesday, April 28, 2010 12:18 PM
To: Davis, Laura; Hayes, David; Stone, Renee; Strickland, Thomas; Mansour, Christopher; Lee-Ashley, Matt; Barkoff, Kendra; Hildebrandt, Betsy; Hartz, Tim; Lane, Kenneth
Subject: Tentative: Louisiana on Friday

We will meet Internally here around 1 pm then speak to Sec. Napolitano's office. I just wanted to give you a heads up re the timing her Office is thinking, although they of course, would like to hear any suggestions, thoughts, we have. They have a general outline:

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Plane would go to Houma and do overflight

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Press

Wheels up back to DC 2 or 3 pm

Plane arrives back in DC at approximately 6:00 pm (time change).

Straitt, Iris

From: Lewis, Courtenay
Sent: Wednesday, April 28, 2010 12:24 PM
To: Padilla, Joan; Dubin, Lindsay
Subject: RE: Tentative: Louisiana on Friday

Me. Did you hear from tim re times?

From: Padilla, Joan
Sent: Wednesday, April 28, 2010 12:23 PM
To: Dubin, Lindsay; Lewis, Courtenay
Subject: FW: Tentative: Louisiana on Friday

FYI, which of you will be on call? Please let me know. Thanks.

From: Lee-Ashley, Matt
Sent: Wednesday, April 28, 2010 12:21 PM
To: Padilla, Joan; Davis, Laura; Hayes, David; Stone, Renee; Strickland, Thomas; Mansour, Christopher; Barkoff, Kendra; Hildebrandt, Betsy; Hartz, Tim; Lane, Kenneth
Subject: RE: Tentative: Louisiana on Friday

I spoke with DHS comms director and our recommendation for the press event is that it be on a coastline with booms and spill response activities happening in the background.

From: Padilla, Joan
Sent: Wednesday, April 28, 2010 12:18 PM
To: Davis, Laura; Hayes, David; Stone, Renee; Strickland, Thomas; Mansour, Christopher; Lee-Ashley, Matt; Barkoff, Kendra; Hildebrandt, Betsy; Hartz, Tim; Lane, Kenneth
Subject: Tentative: Louisiana on Friday

We will meet internally here around 1 pm then speak to Sec. Napolitano's office. I just wanted to give you a heads up re the timing her Office is thinking, although they of course, would like to hear any suggestions, thoughts, we have. They have a general outline:

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Press

Wheels up back to DC 2 or 3 pm

Plane arrives back in DC at approximately 6:00 pm (time change).

Straitt, Iris

From: Stone, Renee
Sent: Wednesday, April 28, 2010 12:25 PM
To: Padilla, Joan
Subject: Re: Friday

I think it would be fine for you to discuss options w/o the whole big group weighing in first, but if you want to do amtg first let me know if I can help set it up, etc.

From: Padilla, Joan
To: Hildebrandt, Betsy; Lane, Kenneth; Davis, Laura; Hayes, David; Stone, Renee; Strickland, Thomas; Mansour, Christopher; Hartz, Tim; Barkoff, Kendra
Sent: Wed Apr 28 11:48:37 2010
Subject: FW: Friday

FYI re Friday. We should discuss here then get back to them.

From: Hartman, Katrina [mailto:Katrina.Hartman@dhs.gov]
Sent: Wednesday, April 28, 2010 11:39 AM
To: Padilla, Joan
Subject: Friday

Hi Joan—It sounds like our bosses may be traveling down to the Gulf Coast together on Friday. Are you available to discuss this potential trip? As I hear it, the plan will be to do an over flight of the oil sheen then meet with state and local officials and do a press conference. If you could give me a call at my desk at your earliest convenience that would be great. Thanks!

Katrina Hartman
Department of Homeland Security
Trip Director
O: 202-447-3209
C: 202-590-0948
F: 202-282-8415
Katrina.Hartman@dhs.gov

Straitt, Iris

From: Hartz, Tim
Sent: Wednesday, April 28, 2010 12:26 PM
To: Padilla, Joan
Subject: Re: Tentative: Louisiana on Friday

Just called you. I have about 5min to talk before he departs for the airport

Timothy Hartz
Director of Advance
Office of the Secretary
U.S. Department of the Interior
o: (202) 208-5078
c: (202) 425-2229

From: Padilla, Joan
To: Davis, Laura; Hayes, David; Stone, Renee; Strickland, Thomas; Mansour, Christopher; Lee-Ashley, Matt; Barkoff, Kendra; Hildebrandt, Betsy; Hartz, Tim; Lane, Kenneth
Sent: Wed Apr 28 12:18:08 2010
Subject: Tentative: Louisiana on Friday

We will meet internally here around 1 pm then speak to Sec. Napolitano's office. I just wanted to give you a heads up re the timing her Office is thinking, although they of course, would like to hear any suggestions, thoughts, we have. They have a general outline:

FRIDAY: May 1

6:00 am WU DCA—KLS and security or David, could travel on plane. Plane holds 11 passengers.

Plane would go to Houma and do overflight

Plane would come back to land to Robert, LA, to the Command Center.

Press

Wheels up back to DC 2 or 3 pm

Plane arrives back in DC at approximately 6:00 pm (time change).

Straitt, Iris

From: Davis, Laura
Sent: Thursday, April 29, 2010 12:56 PM
To: Padilla, Joan
Subject: RE: LA draft schedule

Thanks Joan. My understanding from David is that he is now going tomorrow; are we still on DHS plane and how do we work out getting David on? I'm here if you want to call.

From: Padilla, Joan
Sent: Thursday, April 29, 2010 12:23 PM
To: Hartz, Tim; Barkoff, Kendra; Hildebrandt, Betsy; Stone, Renee; Lane, Kenneth; Davis, Laura; Lee-Ashley, Matt
Subject: FW: LA draft schedule

Laura, I didn't copy to David as it's draft, but FYI.

From: Hartman, Katrina [mailto:Katrina.Hartman@dhs.gov]
Sent: Thursday, April 29, 2010 12:13 PM
To: Padilla, Joan; Hartz, Tim; smoilanen@who.eop.gov; ellis.heidi@epa.gov
Cc: Page, Abigail
Subject: LA draft schedule

Hi—I have attached the draft schedule as I have it. Please let me know if you have questions. I am sure it will be changing throughout the day and I will let you know when I hear updates. Maybe we can all get on a call this afternoon to run through it? Steve—I know you are still TBD.

Katrina Hartman
Department of Homeland Security
Trip Director
O: 202-447-3209
C: 202-590-0948
F: 202-282-8415
Katrina.Hartman@dhs.gov

Straitt, Iris

From: Barkoff, Kendra
Sent: Thursday, April 29, 2010 1:52 PM
To: Mansour, Christopher; Padilla, Joan; Hartz, Tim; Hayes, David; Stone, Renee; Lane, Kenneth; Hildebrandt, Betsy; Lee-Ashley, Matt
Subject: RE: Trip to the Gulf tomorrow

I think that her people should get in touch with DHS. It is their trip

From: Mansour, Christopher
Sent: Thursday, April 29, 2010 1:48 PM
To: Padilla, Joan; Hartz, Tim; Hayes, David; Stone, Renee; Lane, Kenneth; Hildebrandt, Betsy; Barkoff, Kendra; Lee-Ashley, Matt
Subject: FW: Trip to the Gulf tomorrow

From: Michels, Thomas (Landrieu) [mailto:Thomas_Michels@landrieu.senate.gov]
Sent: Thursday, April 29, 2010 1:44 PM
To: Mansour, Christopher; 'Wiggins, Chani'; 'Ganesan.Arvin@epa.gov'; 'Katrina.hartman@dhs.gov'
Cc: Campbell, Jane (Landrieu); Nicolai, Kate (Landrieu)
Subject: Trip to the Gulf tomorrow

Chani, Christopher, Katrina and Arvin,

Senator Landrieu would like to join in on the trip to the Gulf tomorrow. Could you please give me your logistics, however preliminary, so that we can arrange her schedule? Any and all assistance you folks could provide would be greatly appreciated. My direct line is (b) (6) if there is someone else I should be in touch with, just say the word.

Thanks so much,
Tom

Thomas Michels
Legislative Director
United States Senator Mary Landrieu (D-La.)
328 Hart Senate Office Building
Washington, DC 20510

Phone: (202) 224-5824
Fax: (202) 224-9735
E-mail: Thomas_Michels@landrieu.senate.gov

To sign up for Sen. Landrieu's e-newsletter, please click [here](#).

Straitt, Iris

From: Hartman, Katrina [Katrina.Hartman@dhs.gov]
Sent: Thursday, April 29, 2010 2:28 PM
To: Ellis.Heidi@epamail.epa.gov; Padilla, Joan; Hartz, Tim; [REDACTED]
Cc: Page, Abigail; Marcus McClendon; Robert Goulding; John Neville
Subject: RE: LA draft schedule

Great. Yes- I will send out the invite.

From: Ellis.Heidl@epamail.epa.gov [mailto:Ellis.Heidl@epamail.epa.gov]
Sent: Thursday, April 29, 2010 2:27 PM
To: Hartman, Katrina; Joan_Padilla; Tim_Hartz; [REDACTED]
Cc: Page, Abigail; Marcus McClendon; Robert Goulding; John Neville
Subject: Re: LA draft schedule

Yes- I'm including some folks from my office onto this email.

Will you set up the call?

From: "Hartman, Katrina" [Katrina.Hartman@dhs.gov]
Sent: 04/29/2010 02:24 PM AST
To: <Joan_Padilla@ios.doi.gov>; <Tim_Hartz@ios.doi.gov>; Stephen Mollanen - (b) (6) Heidi Ellis
Cc: "Page, Abigail" <Abigail.Page@dhs.gov>
Subject: RE: LA draft schedule

Is everyone available for a call at 4:30?

From: Hartman, Katrina
Sent: Thursday, April 29, 2010 12:13 PM
To: Joan_Padilla@ios.doi.gov; Tim_Hartz@ios.doi.gov; Stephen Mollanen - (b) (6); ellis.heidi@epa.gov
Cc: Page, Abigail
Subject: LA draft schedule

Hi—I have attached the draft schedule as I have it. Please let me know if you have questions. I am sure it will be changing throughout the day and I will let you know when I hear updates. Maybe we can all get on a call this afternoon to run through it? Steve—I know you are still TBD.

Katrina Hartman
Department of Homeland Security
Trip Director
O: 202-447-3209
C: 202-590-0948
F: 202-282-8415
Katrina.Hartman@dhs.gov

Straitt, Iris

From: Ellis.Heidi@epamail.epa.gov
Sent: Thursday, April 29, 2010 2:27 PM
To: Hartman, Katrina; Padilla, Joan; Hartz, Tim; [REDACTED]
Cc: Page, Abigail; Marcus McClendon; Robert Goulding; John Neville
Subject: Re: LA draft schedule

Yes- I'm including some folks from my office onto this email.

Will you set up the call?

From: "Hartman, Katrina" [Katrina.Hartman@dhs.gov]
Sent: 04/29/2010 02:24 PM AST
To: <Joan_Padilla@ios.doi.gov>; <Tim_Hartz@ios.doi.gov>; Stephen Molanin - (b) (6); Heidi Ellis
Cc: "Page, Abigail" <Abigail.Page@dhs.gov>
Subject: RE: LA draft schedule

Is everyone available for a call at 4:30?

From: Hartman, Katrina
Sent: Thursday, April 29, 2010 12:13 PM
To: Joan_Padilla@ios.doi.gov; Tim_Hartz@ios.doi.gov; Stephen Molanin - (b) (6); ellis.heidi@epa.gov
Cc: Page, Abigail
Subject: LA draft schedule

Hi—I have attached the draft schedule as I have it. Please let me know if you have questions. I am sure it will be changing throughout the day and I will let you know when I hear updates. Maybe we can all get on a call this afternoon to run through it? Steve—I know you are still TBD.

Katrina Hartman
Department of Homeland Security
Trip Director
O: 202-447-3209
C: 202-590-0948
F: 202-282-8415
Katrina.Hartman@dhs.gov

Straitt, Iris

From: Stone, Renee
Sent: Thursday, April 29, 2010 2:37 PM
To: Barkoff, Kendra; Mansour, Christopher; Padilla, Joan; Hartz, Tim; Hayes, David; Lane, Kenneth; Hildebrandt, Betsy; Lee-Ashley, Matt
Subject: RE: Trip to the Gulf tomorrow

Yes, and there is no room on the plane, so they can deliver that news.

Renee Stone
Deputy Chief of Staff
U.S. Department of the Interior
202-208-6133 (office)
renee_stone@ios.doi.gov

From: Barkoff, Kendra
Sent: Thursday, April 29, 2010 1:52 PM
To: Mansour, Christopher; Padilla, Joan; Hartz, Tim; Hayes, David; Stone, Renee; Lane, Kenneth; Hildebrandt, Betsy; Lee-Ashley, Matt
Subject: RE: Trip to the Gulf tomorrow

I think that her people should get in touch with DHS. It is their trip

From: Mansour, Christopher
Sent: Thursday, April 29, 2010 1:48 PM
To: Padilla, Joan; Hartz, Tim; Hayes, David; Stone, Renee; Lane, Kenneth; Hildebrandt, Betsy; Barkoff, Kendra; Lee-Ashley, Matt
Subject: FW: Trip to the Gulf tomorrow

From: Michels, Thomas (Landrieu) [mailto:Thomas_Michels@landrieu.senate.gov]
Sent: Thursday, April 29, 2010 1:44 PM
To: Mansour, Christopher; 'Wiggins, Chani'; 'Ganesan.Arvin@epa.gov'; 'Katrina.hartman@dhs.gov'
Cc: Campbell, Jane (Landrieu); Nicolai, Kate (Landrieu)
Subject: Trip to the Gulf tomorrow

Chani, Christopher, Katrina and Arvin,

Senator Landrieu would like to join in on the trip to the Gulf tomorrow. Could you please give me your logistics, however preliminary, so that we can arrange her schedule? Any and all assistance you folks could provide would be greatly appreciated. My direct line is (b) (6). If there is someone else I should be in touch with, just say the word.

Thanks so much,
Tom

Thomas Michels
Legislative Director
United States Senator Mary Landrieu (D-La.)
328 Hart Senate Office Building
Washington, DC 20510

Phone: (202) 224-5824
Fax: (202) 224-9735
E-mail: Thomas_Michels@landrieu.senate.gov

To sign up for Sen. Landrieu's e-newsletter, please click [here](#).

DOI AIR

\$5,770

**OFFICE OF THE SOLICITOR
CORRESPONDENCE BACKGROUND FORM**

Date: June 4, 2010

Nature and Significance of Document: Request for approval of DOI aircraft service to transport an Secretary Salazar and one DOI SES employee (Lori Faeth, Deputy Director, Office of Intergovernmental Affairs) on **June 5, 2010** from New Orleans, LA to Houma, LA and back to New Orleans. The purpose of this trip is to overfly spill affected areas and to meet with key personnel at the Houma Command Center.

Background: Advance approval/disapproval by the Solicitor or Deputy Solicitor is required by 41 C.F.R. Parts 301-10 and 301-70, and OMB Circular A-126 for travel on other-than-commercial airlines by officials at SES level and above and for all non-federal individuals who are traveling either for official DOI business or on a "space available" basis. The standards for approving official travel vary according to the category of travel: to meet mission requirements; "required use" travel (extraordinary security, communications, or scheduling needs); or other travel for the conduct of DOI business.

The trip documented on the attached form is ordinary ("other") official travel because it involves transportation that is neither to meet mission requirements nor "required use" travel. As such, the use of DOI or charter aircraft may be authorized only when: 1) no commercial service is reasonably available to meet the scheduling or operational needs of the trip; or 2) the actual cost of charter aircraft is not more than commercial service. Reasonable availability is defined as "able to meet your departure and/or arrival requirements within a 24-hour period, unless you demonstrate that extraordinary circumstances require a shorter period." 41 C.F.R. § 301-10.261(a)(1). Commercial service is not reasonably available for this trip which includes an overflight.

As the attached OAS 110 indicates, DOI aircraft service, including cost of total duty hours away is \$5770. Charter service, including the cost of total duty hours away, is \$6129. Commercial aircraft service is not reasonably available for this flight. Because service on DOI aircraft is the most cost effective option, this flight may be approved.

Your approval of this travel is requested. The applicable criteria are met for approval of this travel. **PLEASE INDICATE YOUR APPROVAL ON THE ATTACHED OAS-110 FORM.**

Contact and telephone number:

Jennifer Heindl 208-7094

Surname

Due Date: ASAP

Tim Murphy

Murphy 6/4/10

TRAVEL COST ANALYSIS

Justification for use of a Government aircraft for travel:

A. BASIC DATA:

Dates and time of required time(s) at Temporary Duty Station(s) (TDS):

Location	Houma, LA	Date	8/5/2010	Hours required to be on site	1145	to	1745
Location	_____	Date	_____	Hours required to be on site	_____	to	_____
Location	_____	Date	_____	Hours required to be on site	_____	to	_____

Manifest (only persons required to be at TDS):

Name	Hourly Salary
Secretary Ken Salazar	\$103.67
Lori Faeth, SES	\$95.04
Matt Lee-Ashley, GS-15	\$80.64
(b) (6), (b) (7)(C)	\$45.00
TOTAL Hours Cost of All Required Travelers	\$ 324.35

Annual Salary = 2087 hours x 1.20 = Hourly Salary Rate

NOTE: 1.20 covers average Fringe Benefits, Retirement, Health & Life Insurance, Medicare, other Fringes. The 1.20 does not include COLA; for Alaska-based employees, add the applicable additional %.

(Continue on attached sheet if needed)

B. COST COMPARISON:

1. <u>Commercial Airline Costs to meet the required TDS locations and times. Individual ticket cost x number of required travelers</u>	\$ 0.00
• Cost of total duty hours away from office or regular duty station to meet the commercial airline schedule.	0.00
• Cost of required per diem and ground transportation.	0.00
TOTAL Cost by commercial transportation	\$ 0.00
2. <u>Leased, Contract, or Rental Aircraft</u>	
1. Flight hours x flight hour costs	\$ 1,877.00
2. Cost of total duty hours away from office or regular duty station	3,082.00
3. Cost of required per diem and ground transportation	1,020.00
4. Any additional aircraft or crew costs not included in above hourly rate, i.e., standby charges, tiedown fees, overnight parking, extra crew, etc.	150.00
TOTAL Cost by Lease, Contract, or Rental aircraft	\$ 6,129.00
3. <u>DOI-Operated Aircraft</u> - identify specific aircraft: <u>N351FW - AS350</u>	
• Flight hours required x variable flight hour cost.	\$ 1,668.00
• Cost of total duty hours away from office or regular duty station	3,082.00
• Cost of required per diem and ground transportation.	1,020.00
• Any additional costs to be incurred that are not included in the above flight hour rate. Variable cost of crew, as defined on page 1 of OMB Circular A-126, Attachment B, if not included in the flight hour rate. (Do not include pilot costs here if the pilot is one of the Government officials required to meet or perform duties at the TDY location.)	0.00
• Fuel costs, if not included in above flight hour rate. Any additional aircraft costs not in the above flight hour rate, i.e., tiedown fees, overnight parking, et.	0.00
TOTAL COST by DOI Fleet aircraft.	\$ 5,770.00

C. MOST COST EFFECTIVE METHOD:

Commercial
 Lease, Contract or Rental - N# _____, Pilot/Crew _____

Purpose _____

DOI Fleet -----N# 351FW, Pilot/Crew Glenn Cullingford

SEE REMARKS BELOW.

Purpose _____

REMARKS: (Must be completed if other than most-cost-effective method is chosen.)

Request for approval of DOI aircraft to transport Secretary Salazar, one SES member Lori Faeth and two support staff members on June 5, 2010 within Louisiana. The party will leave New Orleans Airport to do an overview of the oil spill and then proceed to Houma, LA where they will land to meet with personnel at the Houma Command Center. The team will then proceed back to New Orleans Airport to RON.

Since no commercial flights were available between New Orleans and Robert, LA and can not conduct an aerial view of oil spill damage over the coast, request approval for DOI Fleet aircraft. Total costs for DOI Fleet is \$5770 and DOI Charter aircraft is \$6129. Since DOI Fleet aircraft is most cost effective method chosen, no further justification is needed.

Driving between site visits was not considered an option because it could not meet the constraints of the meeting time and commercial flight to Washington DC.

D. GENERAL APPROVAL REQUIREMENTS FOR TRAVEL ON GOVERNMENT AIRCRAFT:

Print name of designated approving official Signature Date

E. SPECIAL APPROVAL REQUIREMENTS FOR REQUIRED USE TRAVEL: (See paragraph 11.b. page 6 of OMB Circular A-126)

Print name of designated approving official Signature Date

F. SPECIAL APPROVAL REQUIREMENTS FOR USE OF GOVERNMENT AIRCRAFT FOR TRAVEL BY THE FOLLOWING CATEGORIES OF PEOPLE:
(See paragraph 11.c. page 7 of OMB Circular A-126 and paragraph a., page 3-1 of OMB Bulletin No. 93-11)

~~Senior Executive Branch Officials~~

~~Senior Federal Officials~~

- 3) Members of Families of Senior Executive Branch and Senior Federal Officials
- 4) Non-Federal travelers

ARTHUR E. GARY Arthur E Gary 6/4/10
Print name of designated approving official Signature Date

DOI FLEET HELICOPTER - N351FW

BEGINNING POINT	ENDING POINT	NAUTICAL MILES	
NEW ORLEANS, LA	OVERFLIGHT	65	
OVERFLIGHT	HOUMA, LA	55	
HOUMA, LA	NEW ORLEANS, LA	33	
	TOTAL NMs	153	
	TOTAL FLIGHT TIME	1.39	Hrs

at \$1200 an hour - \$1668 TOTAL COSTS

DOI CHARTER AIRCRAFT - BH206L-1

BEGINNING POINT	ENDING POINT	NAUTICAL MILES	
NEW ORLEANS, LA	OVERFLIGHT	65	
OVERFLIGHT	HOUMA, LA	55	
HOUMA, LA	NEW ORLEANS, LA	33	
	TOTAL NMs	153	
	TOTAL FLIGHT TIME	1.39	Hrs

at \$1350 an hour - \$1877 TOTAL COSTS

DOI AIR

\$5,334

**OFFICE OF THE SOLICITOR
CORRESPONDENCE BACKGROUND FORM**

Date: June 11, 2010

Nature and Significance of Document: Request for approval of DOI aircraft service to transport Secretary Ken Salazar, ES, on **June 12, 2010** from Pensacola, FL to Pascagoula MS to Fort Pickens FL and back to Pensacola, FL. The purpose of this trip is to overfly spill affected barrier islands and to observe clean-up efforts on Petit Bois Island, MS.

Background: Advance approval/disapproval by the Solicitor or Deputy Solicitor is required by 41 C.F.R. Parts 301-10 and 301-70, and OMB Circular A-126 for travel on other-than-commercial airlines by officials at SES level and above and for all non-federal individuals who are traveling either for official DOI business or on a "space available" basis. The standards for approving official travel vary according to the category of travel: to meet mission requirements; "required use" travel (extraordinary security, communications, or scheduling needs); or other travel for the conduct of DOI business.

The trip documented on the attached form is ordinary ("other") official travel because it involves transportation that is neither to meet mission requirements nor "required use" travel. As such, the use of DOI or charter aircraft may be authorized only when: 1) no commercial service is reasonably available to meet the scheduling or operational needs of the trip; or 2) the actual cost of charter aircraft is not more than commercial service. Reasonable availability is defined as "able to meet your departure and/or arrival requirements within a 24-hour period, unless you demonstrate that extraordinary circumstances require a shorter period." 41 C.F.R. § 301-10.261(a)(1). Commercial service is not reasonably available for this trip which includes an overflight.

As the attached OAS 110 indicates, DOI aircraft service, including cost of total duty hours away is \$5334. Charter service, including the cost of total duty hours away, is \$5802. Commercial aircraft service is not reasonably available for this flight. Because service on DOI aircraft is the most cost effective option, this flight may be approved.

Your approval of this travel is requested. The applicable criteria are met for approval of this travel. **PLEASE INDICATE YOUR APPROVAL ON THE ATTACHED OAS-110 FORM.**

Contact and telephone number:

Jennifer Heindl 208-7094

Surname

Due Date: ASAP

Tim Murphy *Murphy* 6/11/10

TRAVEL COST ANALYSIS

Justification for use of a Government aircraft for travel:

A. BASIC DATA:

Dates and time of required time(s) at Temporary Duty Station(s) (TDS):

Location	Pelit Bois Island	Date	6/12/2010	Hours required to be on site	1200	to	1400
Location	Fort Pickens, FL	Date	6/12/2010	Hours required to be on site	1500	to	1700
Location		Date		Hours required to be on site		to	

Manifest (only persons required to be at TDS):

Name	Hourly Salary
Secretary Ken Salazar, ES	\$103.67
TBD, NPS	
Kendra Barkhoff / Tami Helfemann, GS-12	\$80.24
(b) (6), (b) (7)(C)	\$40.01
TOTAL Hours Cost of All Required Travelers	\$ 223.92

Annual Salary + 2087 hours x 1.20 = Hourly Salary Rate

NOTE: 1.20 covers average Fringe Benefits, Retirement, Health & Life Insurance, Medicare, other Fringes. The 1.20 does not include COLA; for Alaska-based employees, add the applicable additional %.

(Continue on attached sheet if needed)

B. COST COMPARISON:

1. <u>Commercial Airline Costs to meet the required TDS locations and times. Individual ticket cost x number of required travelers</u>	\$	0.00
• Cost of total duty hours away from office or regular duty station to meet the commercial airline schedule.		0.00
• Cost of required per diem and ground transportation.		0.00
TOTAL Cost by commercial transportation	\$	0.00
2. <u>Leased, Contract, or Rental Aircraft:</u>		
1. Flight hours x flight hour costs	\$	2,862.00
2. Cost of total duty hours away from office or regular duty station		2,015.00
3. Cost of required per diem and ground transportation		775.00
4. Any additional aircraft or crew costs not included in above hourly rate, i.e., standby charges, tiedown fees, overnight parking, extra crew, etc.		150.00
TOTAL Cost by Lease, Contract, or Rental aircraft.	\$	5,802.00
3. <u>DOI-Operated Aircraft</u> - identify specific aircraft: <u>N351FW - AS350</u>		
• Flight hours required x variable flight hour cost.	\$	2,544.00
• Cost of total duty hours away from office or regular duty station.		2,015.00
• Cost of required per diem and ground transportation.		775.00
• Any additional costs to be incurred that are not included in the above flight hour rate. Variable cost of crew, as defined on page 1 of OMB Circular A-126, Attachment B, if not included in the flight hour rate. (Do not include pilot costs here if the pilot is one of the Government officials required to meet or perform duties at the TDY location.)		0.00
• Fuel costs, if not included in above flight hour rate. Any additional aircraft costs not in the above flight hour rate, i.e., tiedown fees, overnight parking, et.		0.00
TOTAL COST by DOI Fleet aircraft.	\$	5,334.00

C. MOST COST EFFECTIVE METHOD:

Commercial
 Lease, Contract or Rental - N# _____ Pilot/Crew _____
Purpose _____

DOI Fleet N# 351FW Pilot/Crew Glenn Cullingford
Purpose _____

SEE REMARKS BELOW.

REMARKS: (Must be completed if other than most-cost-effective method is chosen.)

Request for approval of DOI Fleet aircraft to transport Secretary Salazar, one SES member Lori Faeth and two support staff members on June 12, 2010 within Florida. Team will depart Pensacola, FL via helicopter for Pascagoula, MS. En route they will be doing an overflight of the barrier islands and skimming efforts near Gulf Island National Seashore. At Pascagoula, MS they will board NPS boats which will then take them to Petit Bois Island, where they will be observing clean-up efforts. They will take the boat back to Pascagoula to load helicopter to fly to Fort Pickens, FL to participate in NPS volunteer program at Fort Pickens. Helicopter will then return to Pensacola, FL where the team will RON and catch commercial airlines back to Washington, DC Sunday morning.

Since no commercial flights were available site visits and can not conduct an aerial view of Gulf Shores Islands off the coast of MS/FL, request approval for DOI Fleet aircraft. Total costs for DOI Fleet is \$5334 and DOI Charter aircraft is \$5802. Since DOI Fleet aircraft is most cost effective method chosen, no further justification is needed.

D. GENERAL APPROVAL REQUIREMENTS FOR TRAVEL ON GOVERNMENT AIRCRAFT:

Print name of designated approving official Signature Date

E. SPECIAL APPROVAL REQUIREMENTS FOR REQUIRED USE TRAVEL: (See paragraph 11.b. page 6 of OMB Circular A-126)

Print name of designated approving official Signature Date

F. SPECIAL APPROVAL REQUIREMENTS FOR USE OF GOVERNMENT AIRCRAFT FOR TRAVEL BY THE FOLLOWING CATEGORIES OF PEOPLE:
(See paragraph 11.c. page 7 of OMB Circular A-126 and paragraph a., page 3-1 of OMB Bulletin No. 93-11)

- 1) Senior Executive Branch Officials ✓
- 2) Senior Federal Officials
- 3) Members of Families of Senior Executive Branch and Senior Federal Officials
- 4) Non-Federal travelers

ARTHUR E. GARY
Print name of designated approving official Arthur E. Gary Signature 6/10/10 Date

DOI FLEET HELICOPTER - N351FW

BEGINNING POINT	ENDING POINT	NAUTICAL MILES	
NEW ORLEANS, LA	PENSACOLA, FL	65	
PENSACOLA, FL	PASCAGOULA, MS	70	
PASCAGOULA, MS	FORT PICKENS, FL	83	
FORT PICKENS, FL	PENSACOLA, FL	15	
	TOTAL NMs	233	
	TOTAL FLIGHT TIME	2.12	Hrs

at \$1200 an hour - \$2544 TOTAL COSTS

DOI CHARTER AIRCRAFT - BH206L-1

BEGINNING POINT	ENDING POINT	NAUTICAL MILES	
NEW ORLEANS, LA	PENSACOLA, FL	65	
PENSACOLA, FL	PASCAGOULA, MS	70	
PASCAGOULA, MS	FORT PICKENS, FL	83	
FORT PICKENS, FL	PENSACOLA, FL	15	
	TOTAL NMs	233	
	TOTAL FLIGHT TIME	2.12	Hrs

at \$1350 an hour - \$2862 TOTAL COSTS

OTHER INFORMATION:

Per Diem Rate for Pensacola, FL
\$109 / \$46

CHARTER

\$12,635

OFFICE OF THE SOLICITOR
CORRESPONDENCE BACKGROUND FORM

Date: July 26, 2010

Nature and Significance of Document: Request for approval of DOI aircraft service to transport the DOI Secretary Ken Salazar in addition to the following DOI SES employees: David Hayes, Deputy Secretary of the Interior; Michael Bromwich, Director, BOEM; Lars Herbst, Regional Director, BOEM Gulf of Mexico OCS Region in addition to two non-SES DOI employees and two non-federal employees (media) on **July 28, 2010** from New Orleans, LA to the Murphy Exploration and Production Company's Front Runner spar facility located at Green Canyon Block 338, to the *Noble Danny Atkins* at Green Canyon Block 247, to the Rowan Ralph Coffman jack-up drilling rig at South Timbalier Block 144. The purpose of this travel is to familiarize officials with the various types of drilling facilities in the Gulf of Mexico.

Matthew Daily
Gerald Herbert

Background: Advance approval/disapproval by the Solicitor or Deputy Solicitor is required by 41 C.F.R. Parts 301-10 and 301-70, and OMB Circular A-126 for travel on other-than-commercial airlines by officials at SES level and above and for all non-federal individuals who are traveling either for official DOI business or on a "space available" basis. The standards for approving official travel vary according to the category of travel: to meet mission requirements; "required use" travel (extraordinary security, communications, or scheduling needs); or other travel for the conduct of DOI business.

The trip documented on the attached form is ordinary ("other") official travel because it involves transportation that is neither to meet mission requirements nor "required use" travel. As such, the use of DOI or charter aircraft may be authorized only when: 1) no commercial service is reasonably available to meet the scheduling or operational needs of the trip; or 2) the actual cost of charter aircraft is not more than commercial service. Reasonable availability is defined as "able to meet your departure and/or arrival requirements within a 24-hour period, unless you demonstrate that extraordinary circumstances require a shorter period." 41 C.F.R. § 301-10.261(a)(1). Neither commercial nor DOI aircraft service is reasonably available to meet the operational or scheduling needs of the trip.

As the attached OAS 110 indicates, the cost of service on charter aircraft, not including cost of total duty hours away, is \$12,635. Because service on charter aircraft is the only means of meeting the operational or scheduling needs of the trip, this flight may be approved.

Your approval of this travel is requested. The applicable criteria are met for approval of this travel. **PLEASE INDICATE YOUR APPROVAL ON THE ATTACHED OAS-110 FORM.**

Contact and telephone number:
Jennifer Heindl 202-208-7094

Surname

Due Date: ASAP

Tim Murphy Murphy 7/27/10

TRAVEL COST ANALYSIS

Justification for use of Government aircraft for travel:

A. BASIC DATA:

Dates and time of required times(s) at Temporary Duty Station(s) (TDS):

Location <u>GC338</u>	Date <u>7/28/10</u>	Hours Required to be on site <u>0900</u> to <u>1115</u>
Location <u>GC248</u>	Date <u>7/28/10</u>	Hours Required to be on site <u>1115</u> to <u>1345</u>
Location <u>ST144</u>	Date <u>7/28/10</u>	Hours Required to be on site <u>1415</u> to <u>1515</u>

Manifest (only persons required to at TDS):

<u>Name</u>	<u>Hourly Salary</u>
<u>Lars Herbst</u>	<u>\$ 65.00</u>
<u>Ken Salazar</u>	<u> </u>
<u>David Hayes</u>	<u> </u>
<u>Michael Bromwich</u>	<u> </u>

Annual Salary + 2087 x 1.20 = Hourly Salary Rate Note: 1.20 covers average Fringe Benefits, Retirement, Health & Life Insurance, Medicare, Other Fringes. The 1.20 does not include COLA for Alaska-based employees. Add an additional .26.

TOTAL Hours Cost of All Required Travelers \$ 65.00

(Continue on attached sheet if needed)

B. COST COMPARISON:

- Commercial Airline Costs to meet the required TDS locations and times.** \$ N/A
Individual ticket cost x # of required travelers.
 - Cost of total duty hours away from office or regular duty station to meet commercial airline schedule.
 - Cost of required per diem and ground transportation.

TOTAL Cost by commercial transportation \$ N/A

- Leased, Contract, or Rental Aircraft.**
 - Flight Hours x flight hour costs \$ 5,435.43
 - Cost of total duty hours away from office or regular duty station.
 - Cost of required per diem and ground transportation.
 - Any additional aircraft or crew costs not included in above hourly rate, i.e., standby charges, tie down fees, overnight parking, extra Crew, etc. 7,200.00

TOTAL Cost by Lease, Contract, or Rental Aircraft. \$ 12,635.43

- DOI Operated Aircraft -- identify specific aircraft:**
 - Flight hours required x variable flight hour cost. \$
 - Cost of total duty hours away from office or regular duty station.
 - Cost of required per diem and ground transportation.
 - Any additional costs to be incurred that are not included in the above flight hour rate. Variable cost of crew, as defined on page 1 of OMB Circular A-126, Attachment B, if not included in the flight hour rate. (Do not include pilot costs here if pilot is one of the Government officials required to meet or perform duties at the TDY location.)
 - Fuel costs, if not included in the above flight hour rate. Any additional aircraft costs not in the above flight hour rate, i.e., tie down fees, overnight parking, etc.

TOTAL Cost by DOI Fleet Aircraft. \$ N/A

OAS-110
(06-93)

OEM 07
Appendix 6

C. MOST COST EFFECTIVE METHOD:

- Commercial
- Lease, Contract or Rental - N# _____ Pilot/Crew _____
Purpose other travel
- DOI Fleet -----N# _____ Pilot/Crew _____
Purpose _____

REMARKS: (Must be completed if other than most-cost-effective method is chosen.)

Purpose of Trip: To learn about the various types of drilling rigs working in the Gulf of Mexico

Justification: No commercial airlines or DIO operated aircraft are available to perform such missions.

Brad Laubach 7-22-10
Brad Laubach, MMS Aviation Manager

D. GENERAL APPROVAL REQUIREMENTS FOR TRAVEL ON GOVERNMENT AIRCRAFT:

Robert P. LaBelle
Print name of designated approving official

Robert P. LaBelle 7/22/10
Signature Date

E. SPECIAL APPROVAL REQUIREMENTS FOR REQUIRED USE TRAVEL: (See para. 11.b page 6 of OMB Circular A-128)

Print name of designated approving official _____ Signature _____ Date _____

F. SPECIAL APPROVAL REQUIREMENTS FOR USE OF GOVERNMENT AIRCRAFT FOR TRAVEL BY THE FOLLOWING CATEGORIES OF PEOPLE: (See para. 11.c page 7 of OMB Circular A-128 and paragraph a., page 3-1 of OMB Bulletin No. 98-11)

- ~~1. Senior Executive Branch Officials~~
- ~~2. Senior Federal Officials~~
- 3. Members of Families of Senior Executive Branch and Senior Federal Officials
- ~~4. Non-Federal travelers~~

Arthur E. Gary
Print name of designated approving official

Arthur E. Gary 7/27/10
Signature Date

Manifest continued:

Name	Hourly Salary
(b) (6), (b) (7)(C) non-SES DOI	\$ _____
Kendra Beckoff non-SES DOI	_____
_____	_____
media print Matthew Daily AP	_____
media video G. Herbert AP	_____
_____	_____
_____	_____
_____	_____
Details for B.2.1:	_____
3.25 hours of flight time	_____
Flight time * \$1,672.44 = \$5,435.43	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
TOTAL Hours Cost of All Required Travelers:	\$ <u>65.00</u>

Senior Federal Travel Form
(See Instructions on Reverse)

Interagency Report Control Form
0322-GSA-AN

Agency Contact Data

1 Department/Agency Department of the Interior		2 Bureau/Office/Service Minerals Management Service	
3a Contact Name Jane S. Powers		3b Contact Title Regional Aviation Manager, GOM	
3c Contact Phone Number (504) 736-2558		3d Contact Fax Number (504) 736-2426	

Aircraft Data

4 Aircraft Registration Number		5 Aircraft Serial Number	
6 Aircraft Make/Model S76C++		7 Purpose of Flight M	8 Flight Number
9 Variable Cost per hour:		10 Charter Quote: \$	

Flight Legs and Dates

Dept Leg	1	2	3	4	5	6	7	8	9
11a Icao	MSY	GC338	GC248	ST144					
11b Date	7/28/10	7/28/10	7/28/10	7/28/10					
11c Time	0730	1100	1345	1515					
Arrival Leg	1	2	3	4	5	6	7	8	9
11d Icao	GC338	GC248	ST144	MSY					
11e Date	7/28/10	7/28/10	7/28/10	7/28/10					
11f Time	0900	1115	1415	1615					
12 Hours	1:30	0:15	0:30	1:00					
13 Pax No.	5	5	5	5					

Passenger Data

14 Passenger Name		15 Post Dept/Agency	16 Pax Status	17 Purp of Travel	18 Legs		19 Costs			20 Reimburse Amount
Last	First				On	Off	19a Govt	19b Charter	19c Carrier	
Herbst	L	MMS	E	IT	4	0				
Salazar	K	DOI	S	IT	4	0				
Hayes	D	DOI	S	IT	4	0				
Bromwich	M	MMS	S	IT	4	0				
(b) (6), (b) (7)(C)	(b) (6), (b) (7)(C)	NPS	O	IT	4	0				



Offshore Schedule

Wednesday, July 28, 2010

- 6:45 a.m.** Arrive Atlantic Aviation Service; receive helicopter safety briefing, personal protective equipment
- 7:15 a.m.** Depart Atlantic Aviation
- 8:45 a.m.** Arrive at Murphy Exploration & Production Company's Front Runner spar facility located at Green Canyon Block 338. The Nabors MODS 200 platform drilling rig is located on this deepwater production facility. Conduct introductions, safety briefing, and tour
- 10:45 a.m.** Depart the Front Runner facility
- 11:00 p.m.** Arrive at the *Noble Danny Atkins* in Green Canyon Block 247 (Waypoint – 27 deg, 42.4 min N; 90 deg, 38.0 min W). The *Noble Danny Atkins* is currently executing the necessary inspections for meeting NTL-05, therefore all equipment will be available for inspection. Conduct introductions, safety briefing, lunch, and tour
- 1:30 p.m.** Depart *Noble Danny Atkins*
- 2:00 p.m.** Arrive at the *Rowan Ralph Coffman* jack-up drilling rig; working for McMoRan Oil & Gas LLC at South Timbalier Block 144 on their Blackbeard East prospect. Conduct introductions, safety briefing, and tour
- 3:00 p.m.** Depart the *Rowan Ralph Coffman*
- 4:00 p.m.** Arrive at Atlantic Aviation Service

Participants:

Ken Salazar	Secretary, Department of the Interior
David Hayes	Deputy Secretary, Department of the Interior
Michael Bromwich	Director, Bureau of Ocean Energy Management, Regulation and Enforcement (BOEM)
Lars Herbst	Regional Director, Gulf of Mexico, BOEM
Kendra Barkoff	Press Secretary, Department of Interior
Sgt. (b) (6), (b) (7)(C)	U.S. Park Police Protection Detail
Media print	
Media camera	

In Reply Refer To: MS 5200

Memorandum

To: Associate Director for Offshore Minerals Management (MS 4230)
From: Regional Director, Gulf of Mexico OCS Region
Subject: Offshore Trip for Secretary Salazar and Director Bromwich

In accordance with the instructions in the Director's memorandum of May 23, 2000, on Utilization of Noncommercial and Nonscheduled Commercial Aircraft, I am requesting your approval to transport the following individuals offshore on Wednesday, July 28, 2010. We will be taking the following individuals offshore:

- Ken Salazar - Secretary of the Interior
- Sg (b) (6), (b) (7)(C) U.S. Park Police Protection Detail
- David Hayes - Deputy Secretary of the Interior
- Michael Bromwich - Director, BOEM
- Lars Herbst - Regional Director, BOEM GOMR


They will be utilizing an MMS S-76C++ medium twin helicopter. They will be flying to the following locations:

- Murphy Exploration & Production Company's Front Runner spar facility located at Green Canyon Block 338. The Nabors MODS 200 platform drilling rig is located on this deepwater production facility.
- Frontier Driller semi-submersible drilling rig; working for Shell Offshore Inc. at Green Canyon Block 248 on their Glider prospect.
- Rowan Ralph Coffman jack-up drilling rig; working for McMoRan Oil & Gas LLC at South Timbalier Block 144 on their Blackbeard East prospect.

This trip will is to familiarize the individuals listed above with the various types of drilling facilities in the Gulf of Mexico.

Lars Herbst

Approved:


Acting Associate Director for
Offshore Energy & Minerals Management

2/22/10
Date

DOI AIR

\$9,062

~~CANCELLED~~
- Rescheduled for w/ Sept. 1

**OFFICE OF THE SOLICITOR
CORRESPONDENCE BACKGROUND FORM**

Date August 12, 2010

Nature and Significance of Document: Request for approval of DOI aircraft service to transport one DOI ES employee (Secretary Salazar), one CEQ SES employee (Nancy Sutley, Chair), and three non-SES federal employees (Jeremy Phillips-FWS, Kristen Avery-CEQ, and (b) (5), (b) (7)(C) - Security) on August 13, 2010 from Pensacola, FL to New Orleans, LA, including over-flights. The purpose of this trip is to conduct an aerial tour of the Gulf Coast FWS refuges and to meet with key personnel at the New Orleans Mobile Command Center.

Background: Advance approval/disapproval by the Solicitor or Deputy Solicitor is required by 41 C.F.R. Parts 301-10 and 301-70, and OMB Circular A-126 for travel on other-than-commercial airlines by officials at SES level and above and for all non-federal individuals who are traveling either for official DOI business or on a "space available" basis. The standards for approving official travel vary according to the category of travel: to meet mission requirements; "required use" travel (extraordinary security, communications, or scheduling needs); or other travel for the conduct of DOI business.

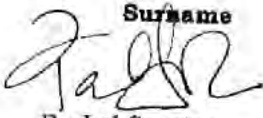
The trip documented on the attached form is ordinary ("other") official travel because it involves transportation that is neither to meet mission requirements nor "required use" travel. As such, the use of DOI or charter aircraft may be authorized only when: 1) no commercial service is reasonably available to meet the scheduling or operational needs of the trip; or 2) the actual cost of charter aircraft is not more than commercial service. Reasonable availability is defined as "able to meet your departure and/or arrival requirements within a 24-hour period, unless you demonstrate that extraordinary circumstances require a shorter period." 41 C.F.R. § 301-10.261(a)(1). Commercial aircraft service is not available to meet the needs of this trip, which includes over-flights.

As the attached OAS 110 indicates, the total cost of service on DOI aircraft, including cost of total duty hours away, is \$9,062. The total cost of charter service, including total duty hours away, is \$9,795. Because service on DOI aircraft is the most cost effective means of meeting the operational and scheduling needs of the trip, this travel may be approved.

Your approval of this travel is requested. The applicable criteria are met for approval of this travel. **PLEASE INDICATE YOUR APPROVAL ON THE ATTACHED OAS-110 FORM.**

Contact and telephone number:
Jennifer Heindl 202-208-7094

Due Date: ASAP

Surname

Rachel Spector,
Acting Assistant Solicitor,
GLS

TRAVEL COST ANALYSIS

Justification for use of a Government aircraft for travel:

A. BASIC DATA:

Dates and time of required time(s) at Temporary Duty Station(s) (TDS):

Location	Mobile Command Ctr (NO)	Date	8/13/2010	Hours required to be on site	1600	to	1700
Location		Date		Hours required to be on site		to	
Location		Date		Hours required to be on site		to	

Manifest (only persons required to be at TDS):

Name	Hourly Salary
Secretary Salazar, ES	\$103.67
Nancy Sutley, SES, Chair of CEO	\$97.50
Jeremy Phillips / Kirsten Avery, GS-13 *(remarks)	\$94.70
(b) (5) (A), (b) (7)(C) Security	\$40.01
TOTAL Hours Cost of All Required Travelers	\$335.88

Relief Manager
FWS

Annual Salary - 2087 hours x 1.20 = Hourly Salary Rate

NOTE: 1.20 covers average Fringe Benefits, Retirement, Health & Life Insurance, Medicare, other Fringes. The 1.20 does not include COLA; for Alaska-based employees, add the applicable additional %.

(Continue on attached sheet if needed)

B. COST COMPARISON:

1. Commercial Airline Costs to meet the required TDS locations and times. Individual ticket cost x number of required travelers.

• Cost of total duty hours away from office or regular duty station to meet the commercial airline schedule.	\$ 0.00
• Cost of required per diem and ground transportation.	0.00
TOTAL Cost by commercial transportation	\$ 0.00

2. Leased, Contract, or Rental Aircraft.

1. Flight hours x flight hour costs	\$ 5,251.00
2. Cost of total duty hours away from office or regular duty station	3,694.00
3. Cost of required per diem and ground transportation	700.00
4. Any additional aircraft or crew costs not included in above hourly rate, i.e., standby charges, tiedown fees, overnight parking, extra crew, etc.	150.00
TOTAL Cost by Lease, Contract, or Rental aircraft.	\$ 9,795.00

3. DOI-Operated Aircraft - identify specific aircraft: N351FW - AS350

• Flight hours required x variable flight hour cost.	\$ 4,668.00
• Cost of total duty hours away from office or regular duty station.	3,694.00
• Cost of required per diem and ground transportation.	700.00
• Any additional costs to be incurred that are not included in the above flight hour rate. Variable cost of crew, as defined on page 1 of OMB Circular A-126, Attachment B, if not included in the flight hour rate. (Do not include pilot costs here if the pilot is one of the Government officials required to meet or perform duties at the TDY location.)	0.00
• Fuel costs, if not included in above flight hour rate. Any additional aircraft costs not in the above flight hour rate, i.e., tiedown fees, overnight parking, etc.	0.00
TOTAL COST by DOI Fleet aircraft.	\$ 9,062.00

C. MOST COST EFFECTIVE METHOD:

Commercial

Lease, Contract or Rental - N# _____, Pilot/Crew: _____

Purpose _____

DOI Fleet _____ N# 351FW, Pilot/Crew Glenn Cullingford

SEE REMARKS BELOW.

Purpose _____

REMARKS: (Must be completed if other than most-cost-effective method is chosen.)

Request for approval of DOI Fleet aircraft to transport two (2) ES/SES members, Ken Salazar and Nancy Sutley; two (2) GS personnel, Jerome Phillips, FWS and Kristen Avery, CEO; and one (1) security staffer (b) (6), (b) (7)(C) on August 13, 2010. Team will depart Pensacola, FL to Lakefront Airport in New Orleans. The team will be conducting an aerial tour Gulf Coast states between Pensacola and New Orleans. Team will land in New Orleans for refuel and change in passengers. Jerome Phillips and Kristen Avery will be replaced by Jim Boggs, FWS and Col. Ed Flemming. The team will be conducting an aerial tour of the Delta Refuge and returning to New Orleans where they will meet with key personnel at the NO Mobile Command Center. Team will remain in New Orleans.

Since no commercial flights are available between site visits and can not conduct an aerial view of the Gulf Coast Refuges, request approval for DOI Fleet aircraft. Total costs for DOI Fleet is \$9062 and DOI Charter aircraft is \$9795. Since DOI Fleet aircraft is most cost effective method chosen, no further justification is needed.

D. GENERAL APPROVAL REQUIREMENTS FOR TRAVEL ON GOVERNMENT AIRCRAFT:

Print name of designated approving official Signature Date

E. SPECIAL APPROVAL REQUIREMENTS FOR REQUIRED USE TRAVEL: (See paragraph 11.b. page 6 of OMB Circular A-126)

Print name of designated approving official Signature Date

F. SPECIAL APPROVAL REQUIREMENTS FOR USE OF GOVERNMENT AIRCRAFT FOR TRAVEL BY THE FOLLOWING CATEGORIES OF PEOPLE: (See paragraph 11.c. page 7 of OMB Circular A-126 and paragraph a., page 3-1 of OMB Bulletin No. 93-11)

~~1) Senior Executive Branch Officials~~

~~2) Senior Federal Officials~~

3) Members of Families of Senior Executive Branch and Senior Federal Officials

4) Non-Federal travelers

CANCELLED!

Print name of designated approving official Signature Date

DOI FLEET HELICOPTER - N351FW

BEGINNING POINT	ENDING POINT	NAUTICAL MILES	
NEW ORLEANS, LA	PENSACOLA, FL	153	
PENSACOLA, FL	NEW ORLEANS, LA	153	
AERIAL FLIGHT	RETURN TO NO	122	
	TOTAL NMs	428	
	TOTAL FLIGHT TIME	3.89	Hrs

at \$1200 an hour - \$4668 TOTAL COSTS

DOI CHARTER AIRCRAFT - BH206L-1

BEGINNING POINT	ENDING POINT	NAUTICAL MILES	
NEW ORLEANS, LA	PENSACOLA, FL	153	
PENSACOLA, FL	NEW ORLEANS, LA	153	
AERIAL FLIGHT	RETURN TO NO	122	
	TOTAL NMs	428	
	TOTAL FLIGHT TIME	3.89	Hrs

at \$1350 an hour - \$5251 TOTAL COSTS

OTHER INFORMATION:

Per Diem Rate for New Orleans, LA
\$104/ \$71

CHARTER

\$21,000

**OFFICE OF THE SOLICITOR
CORRESPONDENCE BACKGROUND FORM**

Date: August 18, 2010

Nature and Significance of Document: Request for approval of charter aircraft service on **August 19, 2010**, from New Orleans, LA to Venice LA and the Delta National Wildlife Refuge for Secretary Salazar, two non-DOI ES employees (Lisa Jackson, EPA Administrator; Jane Lubchenco, NOAA Director), one DOI SES employee (Tom Strickland, Asst. Sec. Fish and Wildlife), one non-DOI SES (Nancy Sutley, Chair, CEQ), and one non-federal invitational traveler (Paul Harrison, Environmental Defense Fund). The purpose of this trip is to conduct an over-flight of areas affected by the Deepwater oil spill, and to meet with officials regarding spill issues at Venice, LA and the Delta NWR.

Background: Advance approval/disapproval by the Solicitor or Deputy Solicitor is required by 41 C.F.R. Parts 301-10 and 301-70, and OMB Circular A-126 for travel on other-than-commercial airlines by officials at SES level and above and for all non-federal individuals who are traveling either for official DOI business or on a "space available" basis. The standards for approving official travel vary according to the category of travel: to meet mission requirements; "required use" travel (extraordinary security, communications, or scheduling needs); or other travel for the conduct of DOI business.

The trip documented on the attached form is ordinary ("other") official travel because it involves transportation that is neither to meet mission requirements nor "required use" travel. As such, the use of DOI or charter aircraft may be authorized only when: 1) no commercial service is reasonably available to meet the scheduling or operational needs of the trip; or 2) the actual cost of charter aircraft is not more than commercial service. Reasonable availability is defined as "able to meet your departure and/or arrival requirements within a 24-hour period, unless you demonstrate that extraordinary circumstances require a shorter period." 41 C.F.R. § 301-10.261(a)(1). No DOI fleet aircraft is available to meet the scheduling and operational needs of this flight. Commercial service is not available for this trip, which includes an over-flight.

As the attached OAS 110 indicates, the total cost of service on charter aircraft, including cost of total duty hours away, is \$21,000. Because charter service is the only way of meeting the operational and scheduling needs of this trip, this travel may be approved.

Your approval of this travel is requested. The applicable criteria are met for approval of this travel. **PLEASE INDICATE YOUR APPROVAL ON THE ATTACHED OAS-110 FORM.**

Contact and telephone number:
Jennifer Heindl 202-208-7094

Surname

Due Date: ASAP

Tim Murphy Murphy 8/18/10

AMD-110
(04/09)

TRAVEL COST ANALYSIS

Justification for use of a Government aircraft for travel:

A. BASIC DATA:

Dates and time of required time(s) at Temporary Duty Station(s) (TDS):

Location	VENICE, LA	Date	8/19/2010	Hours required to be on site	1200	to	1500
Location	_____	Date	_____	Hours required to be on site	_____	to	_____
Location	_____	Date	_____	Hours required to be on site	_____	to	_____

Manifest (only persons required to be at TDS):

Name	Hourly Salary
SEE SEPARATE ATTACHEMENT WITH	_____
FULL MANIFEST	_____
_____	_____
_____	_____
TOTAL Hours Cost of All Required Travelers	\$ _____

Annual Salary + 2087 hours x 1.20 =
Hourly Salary Rate

NOTE: 1.20 covers average Fringe Benefits, Retirement, Health & Life Insurance, Medicare, other Fringes. The 1.20 does not include COLA; for Alaska-based employees, add the applicable additional %.

(Continue on attached sheet if needed)

B. COST COMPARISON:

1. Commercial Airline Costs to meet the required TDS locations and times. Individual ticket cost x number of required travelers.		\$ 0
• Cost of total duty hours away from office or regular duty station to meet the commercial airline schedule.		0
• Cost of required per diem and ground transportation.		0
TOTAL Cost by commercial transportation		\$ 0
2. Leased Contract or Rental Aircraft		
1. Flight hours x flight hour costs		\$ 10852
2. Cost of total duty hours away from office or regular duty station		8048
3. Cost of required per diem and ground transportation		2100
4. Any additional aircraft or crew costs not included in above hourly rate, i.e., standby charges, tiedown fees, overnight parking, extra crew, etc.		0
TOTAL Cost by Lease, Contract, or Rental aircraft.		\$ 21000
3. DOI-Operated Aircraft - identify specific aircraft: <u>No Fleet Aircraft Available</u>		
• Flight hours required x variable flight hour cost.		\$ 0
• Cost of total duty hours away from office or regular duty station.		0
• Cost of required per diem and ground transportation.		0
• Any additional costs to be incurred that are not included in the above flight hour rate. Variable cost of crew, as defined on page 1 of OMB Circular A-126, Attachment B, if not included in the flight hour rate. (Do not include pilot costs here if the pilot is one of the Government officials required to meet or perform duties at the TDY location.)		0
• Fuel costs, if not included in above flight hour rate. Any additional aircraft costs not in the above flight hour rate, i.e., tiedown fees, overnight parking, et.		0
TOTAL COST by DOI Fleet aircraft.		\$ 0

C. MOST COST EFFECTIVE METHOD:

Commercial

Lease, Contract or Rental - N# 905RD Pilot/Crew David Fisher (PIC) Tyler Adams (SIC)

Purpose SEE REMARKS BELOW

DOI Fleet - N# _____ Pilot/Crew _____

Purpose _____

REMARKS: (Must be completed if other than most-cost-effective method is chosen.)

Request approval to use a DOI contracted aircraft to transport five (5) ES/SES members and 7 other staff members (see attached manifest). The team will depart from New Orleans Superdome to Venice, LA where they will be given a boat tour of the Delta NWR and will participate in a Media Conference in Venice, LA. The team will depart Venice and will be conducting an aerial tour of the Gulf Shore oil spill damage. The team will then return to New Orleans, LA where they will RON.

Since no commercial flights are available between site visits and can not conduct an aerial view of the Gulf Coast shorelines request approval for DOI Contract aircraft. Total costs for DOI Fleet is \$21,000. There are no DOI Fleet Helicopters that can hold the capacity of the team, therefore was not considered in this comparison. Since DOI contract aircraft is the only resource available, no further justification is needed.

D. GENERAL APPROVAL REQUIREMENTS FOR TRAVEL ON GOVERNMENT AIRCRAFT:

Print name of designated approving official _____ Signature _____ Date _____

E. SPECIAL APPROVAL REQUIREMENTS FOR REQUIRED USE TRAVEL: (See paragraph 11.b. page 6 of OMB Circular A-126)

Print name of designated approving official _____ Signature _____ Date _____

F. SPECIAL APPROVAL REQUIREMENTS FOR USE OF GOVERNMENT AIRCRAFT FOR TRAVEL BY THE FOLLOWING CATEGORIES OF PEOPLE: (See paragraph 11.c. page 7 of OMB Circular A-126 and paragraph 2, page 3-1 of OMB Bulletin No. 93-11)

- 1) ~~Members of Senior Executive Branch or Members~~
- 2) ~~Members of Senior Executive Branch or Members~~
- 3) Members of Families of Senior Executive Branch and Senior Federal Officials
- 4) ~~Members of Senior Executive Branch or Members~~

Print name of designated approving official ARTHUR E. GARY Signature Arthur E Gary Date 8/18/10

Secretary Salazar	Secretary of Interior	ES	\$ 103.67
Lisa Jackson	EPA Administrator	ES	\$ 103.67
Nancy Sutley	White House Chair for CEQ	SES	\$ 97.50
Jane Lubchenco	NOAA Director	ES	\$ 103.67
Col. Ed Fleming	US Army Corp of Engineers	COL	\$ 95.00
Jim Boggs	FWS Regional Director	GS-14	\$ 67.21
Tom Strickland	Asst. Secretary, DOI	SES	\$ 97.50
Kate Kelly	DOI Dep Communications Director	GS-13	\$ 48.35
Tami Heiler	Staffer		\$ 45.00
(b) (6), (b) (7)(C)	Security Staff, DOI		\$ 40.01
(b) (6), (b) (7)(C)	Security Staff, EPA		\$ 40.01
Paul Harrison	Environmental Defense Fund		\$ 52.70
			<u>\$ 894.29</u>

DOI FLEET HELICOPTER - N351FW		
BEGINNING POINT	ENDING POINT	NAUTICAL MILES
NEW ORLEANS, LA	PENSACOLA, FL	153
PENSACOLA, FL	NEW ORLEANS, LA	153
AERIAL FLIGHT	RETURN TO NO	122
	TOTAL NMs	428
	TOTAL FLIGHT TIME	3.89
		Hrs

at \$1200 an hour - \$4668 TOTAL COSTS

DOI CHARTER AIRCRAFT - BH206L-1		
BEGINNING POINT	ENDING POINT	NAUTICAL MILES
NEW ORLEANS, LA	PENSACOLA, FL	153
PENSACOLA, FL	NEW ORLEANS, LA	153
AERIAL FLIGHT	RETURN TO NO	122
	TOTAL NMs	428
	TOTAL FLIGHT TIME	3.89
		Hrs

at \$1350 an hour - \$5251 TOTAL COSTS

OTHER INFORMATION:

Per Diem Rate for New Orleans, LA
\$104/ \$71

CHARTER

\$6,276

**OFFICE OF THE SOLICITOR
CORRESPONDENCE BACKGROUND FORM**

Date: August 30, 2010

Nature and Significance of Document: Request for approval of contract aircraft service on **September 1, 2010** for Secretary Salazar and two DOI non-SES officials (Pat Pourchot, Special Asst. to Sec. for Alaska Affairs; Sgt. [REDACTED] and one non-federal employee (Paul Dubuisson, Conoco-Phillips Representative) from Deadhorse, AK, to Alpine, AK and back. The purpose of this trip is an over-flight of oilfields and the Arctic National Wildlife Refuge.

Background: Advance approval/disapproval by the Solicitor or Deputy Solicitor is required by 41 C.F.R. Parts 301-10 and 301-70, and OMB Circular A-126 for travel on other-than-commercial airlines by officials at SES level and above and for all non-federal individuals who are traveling either for official DOI business or on a "space available" basis. The standards for approving official travel vary according to the category of travel: to meet mission requirements; "required use" travel (extraordinary security, communications, or scheduling needs); or other travel for the conduct of DOI business.

The trip documented on the attached form is ordinary ("other") official travel because it involves transportation that is neither to meet mission requirements nor "required use" travel. As such, the use of DOI or charter aircraft may be authorized only when: 1) no commercial service is reasonably available to meet the scheduling or operational needs of the trip; or 2) the actual cost of charter aircraft is not more than commercial service. Reasonable availability is defined as "able to meet your departure and/or arrival requirements within a 24-hour period, unless you demonstrate that extraordinary circumstances require a shorter period." 41 C.F.R. § 301-10.261(a)(1). Neither commercial nor DOI aircraft is available for this trip, which includes an over-flight.

As the attached OAS-110 indicates, the total cost of service on charter aircraft, not including cost of total duty hours away, is \$6276. Because use of charter aircraft is the only means of meeting the operational and scheduling needs of this trip, this travel may be approved.

Your approval of this travel is requested. The applicable criteria are met for approval of this travel. **PLEASE INDICATE YOUR APPROVAL ON THE ATTACHED OAS-110 FORM.**

Contact and telephone number:
Jennifer Heindl 202-208-7094

Surname

Due Date: ASAP

Tim Murphy

Murphy 8/31/10

TRAVEL COST ANALYSIS

Justification for use of a Government aircraft for travel:

A. BASIC DATA:

Dates and time of required time(s) at Temporary Duty Station(s) (TDS):

Location	Deadhorse, Alaska	Date	9/01/2010	Hours required to be on site		to	
Location		Date		Hours required to be on site		to	
Location		Date		Hours required to be on site		to	

Manifest (only persons required to be at TDS):

Name	Hourly Salary
Ken Salazar, Secretary of the Interior	
_____	_____
_____	_____
_____	_____
TOTAL Hours Cost of All Required Travelers	\$ 0.00

Annual Salary + 2087 hours x 1.20 = Hourly Salary Rate

NOTE: 1.20 covers average Fringe Benefits, Retirement, Health & Life Insurance, Medicare, other Fringes. The 1.20 does not include COLA; for Alaska-based employees, add the applicable additional %.

(Continue on attached sheet if needed)

B. COST COMPARISON:

1. Commercial Airline Costs to meet the required TDS locations and times. Individual ticket cost x number of required travelers. \$ N/A
 - Cost of total duty hours away from office or regular duty station to meet the commercial airline schedule. _____
 - Cost of required per diem and ground transportation. _____

TOTAL Cost by commercial transportation \$ 0.00

2. Leased, Contract, or Rental Aircraft.
 1. Flight hours x flight hour costs \$ 4,386.00
 2. Cost of total duty hours away from office or regular duty station _____
 3. Cost of required per diem and ground transportation _____
 4. Any additional aircraft or crew costs not included in above hourly rate, i.e., standby charges, tiedown fees, overnight parking, extra crew, etc. 1,890.00

TOTAL Cost by Lease, Contract, or Rental aircraft. \$ 6,276.00

3. DOI-Operated Aircraft - identify specific aircraft: N/A
 - Flight hours required x variable flight hour cost. \$ _____
 - Cost of total duty hours away from office or regular duty station. _____
 - Cost of required per diem and ground transportation. _____
 - Any additional costs to be incurred that are not included in the above flight hour rate. Variable cost of crew, as defined on page 1 of OMB Circular A-126, Attachment B, if not included in the flight hour rate. (Do not include pilot costs here if the pilot is one of the Government officials required to meet or perform duties at the TDY location.) 0.00
 - Fuel costs, if not included in above flight hour rate. Any additional aircraft costs not in the above flight hour rate, i.e., tiedown fees, overnight parking, et. _____

TOTAL COST by DOI Fleet aircraft. \$ 0.00

C. MOST COST EFFECTIVE METHOD:

Commercial N124WA PIC - Justin Chavez and SIC - Helmut "Bill" Bubbel
 Lease, Contract or Rental - N# _____ Pilot/Crew _____
Purpose Depart Deadhorse, AK, overfly ANWR and oil fields, land Alpine, AK, standby, return Deadhorse, AK.
 DOI Fleet N# _____ Pilot/Crew _____
Purpose _____

REMARKS: (Must be completed if other than most-cost-effective method is chosen.)

Other passengers are:
Pat Pourchot, Special Ass't. to the Secretary
(b) (6), (b) (7)(C)
Paul Dubousson - Conoco Phillips Representative

D. GENERAL APPROVAL REQUIREMENTS FOR TRAVEL ON GOVERNMENT AIRCRAFT

Print name of designated approving official Signature Date

E. SPECIAL APPROVAL REQUIREMENTS FOR REQUIRED USE TRAVEL: (See paragraph 11.b. page 6 of OMB Circular A-126)

Print name of designated approving official Signature Date

F. SPECIAL APPROVAL REQUIREMENTS FOR USE OF GOVERNMENT AIRCRAFT FOR TRAVEL BY THE FOLLOWING CATEGORIES OF PEOPLE:
(See paragraph 11.c. page 7 of OMB Circular A-126 and paragraph s., page 3-1 of OMB Bulletin No. 93-11)

- ~~1) Senior Executive Branch Officials~~
2) Senior Federal Officials
3) Members of Families of Senior Executive Branch and Senior Federal Officials
~~4) Non-Federal Employees~~

ARTHUR E. GARY _____ Arthur E. Gary _____ 8/21/10
Print name of designated approving official Signature Date

DOI AIR

\$15,549

**OFFICE OF THE SOLICITOR
CORRESPONDENCE BACKGROUND FORM**

Date: October 19, 2010

Nature and Significance of Document: Request for approval of DOI aircraft service on **October 19, 2010** for the Secretary, three DOI SES employees (Annie Castle, Asst. Sec. Water and Science; Deanna Archuleta, Deputy Asst. Sec. Water and Science; Lori Gray-Lee, Regional Director, BOR) and four non-SES DOI employees (Bob Snow, Tami Hellman; Jayne Harkins, Lt. [REDACTED] from Las Vegas, NV, to Yuma, AZ, to Phoenix, AZ, with an over-flight of the Colorado River Basin. The purpose of this trip is attendance at the groundbreaking ceremonies for the Southwest Intertie Project, a visit to the Desalting Plant in Yuma, and a meeting in Phoenix on Colorado River issues.

Background: Advance approval/disapproval by the Solicitor or Deputy Solicitor is required by 41 C.F.R. Parts 301-10 and 301-70, and OMB Circular A-126 for travel on other-than-commercial airlines by officials at SES level and above and for all non-federal individuals who are traveling either for official DOI business or on a "space available" basis. The standards for approving official travel vary according to the category of travel: to meet mission requirements; "required use" travel (extraordinary security, communications, or scheduling needs); or other travel for the conduct of DOI business.

The trip documented on the attached form is ordinary ("other") official travel because it involves transportation that is neither to meet mission requirements nor "required use" travel. As such, the use of DOI or charter aircraft may be authorized only when: 1) no commercial service is reasonably available to meet the scheduling or operational needs of the trip; or 2) the actual cost of charter aircraft is not more than commercial service. Reasonable availability is defined as "able to meet your departure and/or arrival requirements within a 24-hour period, unless you demonstrate that extraordinary circumstances require a shorter period." 41 C.F.R. § 301-10.261(a)(1).

As the attached OAS-110 indicates, the total cost of service on commercial aircraft, including duty hours away, is \$25,029 and would not allow the over-flight of the Colorado River Basin. The total cost of service on charter aircraft, including cost of total duty hours away, is \$19,381. The total cost of service on DOI aircraft, including cost of total duty hours away, is \$15,549. Because use of DOI aircraft is the most cost effective means of meeting the operational and scheduling needs of this trip, this travel may be approved.

Your approval of this travel is requested. The applicable criteria are met for approval of this travel. **PLEASE INDICATE YOUR APPROVAL ON THE ATTACHED OAS-110 FORM.**

Contact and telephone number:
Jennifer Heindl 202-208-7094

Surname

Due Date: ASAP

Tim Murphy

Tim Murphy 10/19/10

TRAVEL COST ANALYSIS

Justification for use of a Government aircraft for travel:

A. BASIC DATA:

Dates and time of required time(s) at Temporary Duty Station(s) (TDS):

Location	Yuma, AZ	Date	10/19/2010	Hours required to be on site	1400	to	1500
Location	Phoenix, AZ	Date	10/20/2010	Hours required to be on site	1000	to	1200
Location		Date		Hours required to be on site		to	

Manifest (only persons required to be at TDS):

<u>Name</u>	<u>Hourly Salary</u>
See Attached for Detailed Listing	\$651.20
TOTAL Hours Cost of All Required Travelers	\$ 651.20

Annual Salary + 2087 hours x 1.20 =
Hourly Salary Rate

NOTE: 1.20 covers average Fringe Benefits, Retirement, Health & Life Insurance, Medicare, other Fringes. The 1.20 does not include COLA; for Alaska-based employees, add the applicable additional %.

(Continue on attached sheet if needed)

B. COST COMPARISON:

1. <u>Commercial Airline Costs to meet the required TDS locations and times. Individual ticket cost x number of required travelers.</u>	\$ 7,659.20
• Cost of total duty hours away from office or regular duty station to meet the commercial airline schedule.	15,954.00
• Cost of required per diem and ground transportation.	1,416.00
TOTAL Cost by commercial transportation	\$ 25,029.20
2. <u>Leased, Contract, or Rental Aircraft.</u>	
1. Flight hours x flight hour costs	\$ 7,781.67
2. Cost of total duty hours away from office or regular duty station	9,768.00
3. Cost of required per diem and ground transportation	1,416.00
4. Any additional aircraft or crew costs not included in above hourly rate, i.e., standby charges, tiedown fees, overnight parking, extra crew, etc.	415.20
TOTAL Cost by Lease, Contract, or Rental aircraft.	\$ 19,380.87
3. <u>DOI-Operated Aircraft</u> – identify specific aircraft: <u>N618 - King Air</u>	
• Flight hours required x variable flight hour cost.	\$ 4,365.00
• Cost of total duty hours away from office or regular duty station.	9,768.00
• Cost of required per diem and ground transportation.	1,416.00
• Any additional costs to be incurred that are not included in the above flight hour rate. Variable cost of crew, as defined on page 1 of OMB Circular A-126, Attachment B, if not included in the flight hour rate. (Do not include pilot costs here if the pilot is one of the Government officials required to meet or perform duties at the TDY location.)	0.00
• Fuel costs, if not included in above flight hour rate. Any additional aircraft costs not in the above flight hour rate, i.e., tiedown fees, overnight parking, et.	0.00
TOTAL COST by DOI Fleet aircraft.	\$ 15,549.00

C. MOST COST EFFECTIVE METHOD:

Commercial
 Lease, Contract or Rental - N# _____ Pilot/Crew _____

See remarks below.

Purpose _____

DOI Fleet ----- N# 618 Pilot/Crew Randy Phelps

Purpose _____

REMARKS: (Must be completed if other than most-cost-effective method is chosen.)

Request for approval of DOI fleet aircraft to transport Ken Salazar - Secretary of Interior, PAS; Annie Castle - Assistant Secretary Water & Science, SES; Deanna Archuleta - Deputy Assistant Secretary Water & Science, SES; Lorri Lee-Gray - Regional Director BOR, SES; Bob Snow - Solicitor BOR, GS-15; Jayne Harkins - Deputy Regional Director, GS-15; Tami Hellmann - Staffer, GS-13; and Lt. [REDACTED] Security Staffer, GS-13 to fly between Las Vegas, NV and Yuma and Phoenix, AZ. Team will be meeting in Las Vegas, NV at 0900 hrs. Oct. 19th to attend the Southwest Interlie Project Groundbreaking Ceremony. Team will then depart Las Vegas for Yuma, AZ where they will visit the Desalting Plant in Yuma between 1400-1500 hrs. While en route to Yuma, AZ the airplane will conduct an aerial view of the CO River. The aerial flight will provide an overview for Secretary's meeting in Phoenix AZ on Wednesday morning which will be discussing issues surrounding the CO River. Team will RON in Phoenix, AZ where they will be meeting with personnel at Department of Water Resources Wednesday, October 20th at 1000 hrs.

Since DOI Fleet aircraft is the most cost effective method chosen; no further justification needed.

D. GENERAL APPROVAL REQUIREMENTS FOR TRAVEL ON GOVERNMENT AIRCRAFT:

Print name of designated approving official _____ Signature _____ Date _____

E. SPECIAL APPROVAL REQUIREMENTS FOR REQUIRED USE TRAVEL: (See paragraph 11 b, page 6 of OMB Circular A-126)

Print name of designated approving official _____ Signature _____ Date _____

F. SPECIAL APPROVAL REQUIREMENTS FOR USE OF GOVERNMENT AIRCRAFT FOR TRAVEL BY THE FOLLOWING CATEGORIES OF PEOPLE
(See paragraph 11.c, page 7 of OMB Circular A-126 and paragraph a., page 3-1 of OMB Bulletin No. 93-11)

- 1) Senior Executive Branch Officials
- 2) Senior Federal Officials
- 3) Members of Families of Senior Executive Branch and Senior Federal Officials
- 4) Non-Federal travelers

ARTHUR E. GARY _____ Signature *Arthur E. Gary* Date 10/19/10

**OPTION 1: DOI Fleet Aircraft
 BREAKDOWN OF HOURS AWAY FROM OFFICE
 DOI Fleet Aircraft - King Air 200**

Tuesday, October 19th, 2010

On Site Visit at Las Vegas (Southeast Intertie Project)	2.00 hrs
Travel from site to Las Vegas Airport	0.25 hrs
Elapsed time to load passengers	0.25 hrs
Flight time from Las Vegas A/P to Yuma, AZ	1.00 hrs
Elapsed time to unload passengers	0.25 hrs
Travel time from Yuma Airport to site visit (Desalting Plant)	0.25 hrs
On Site Visit (Desalting Plant)	1.00 hrs
Travel time from site visit to Yuma A/P	0.25 hrs
Elapsed time to load passengers	0.25 hrs
Flight time from Yuma to Phoenix, AZ	1.00 hrs
Elapsed time to unload passengers	0.25 hrs
Travel time from A/P to hotel	0.25 hrs
RON in Phoenix, AZ	8.00 hrs
GRAND TOTAL HOURS	15.00 hrs
Hourly Salary for All	651.20
TOTAL COSTS	\$ 9,768.00

**OPTION 2: DOI Charter Aircraft
 BREAKDOWN OF HOURS AWAY FROM OFFICE
 DOI Charter Aircraft - King Air 200**

Tuesday, October 19th, 2010

On Site Visit at Las Vegas (Southeast Intertie Project)	2.00 hrs
Travel from site to Las Vegas Airport	0.25 hrs
Elapsed time to load passengers	0.25 hrs
Flight time from Las Vegas A/P to Yuma, AZ	1.00 hrs
Elapsed time to unload passengers	0.25 hrs
Travel time from Yuma Airport to site visit (Desalting Plant)	0.25 hrs
On Site Visit (Desalting Plant)	1.00 hrs
Travel time from site visit to Yuma A/P	0.25 hrs
Elapsed time to load passengers	0.25 hrs
Flight time from Yuma to Phoenix, AZ	1.00 hrs
Elapsed time to unload passengers	0.25 hrs
Travel time from A/P to hotel	0.25 hrs
RON in Phoenix, AZ	8.00 hrs
GRAND TOTAL HOURS	15.00 hrs
Hourly Salary for All	651.20
TOTAL COSTS	\$ 9,768.00

OPTION 3: Commercial Airlines
BREAKDOWN OF HOURS AWAY FROM OFFICE
Commercial Airlines

Tuesday, October 19th 2010

On Site Visit at Las Vegas (Southeast Intertie Project)	2.00 hrs	
Travel from site to Las Vegas Airport	0.25 hrs	
Check-in, Wait time, etc.	2.00 hrs	
Flight time from Las Vegas A/P to Yuma, AZ	5.50 hrs	
Baggage Claim, Rental Car, Etc.	1.00 hrs	
Travel time from Yuma Airport to site visit (Desalting Plant)	0.25 hrs	
On Site Visit (Desalting Plant)	1.00 hrs	
Travel time from site visit to Yuma A/P	0.25 hrs	
Check-in, Wait time, etc.	2.00 hrs	
Flight time from Yuma to Phoenix, AZ	1.00 hrs	
Baggage Claim, Rental Car, Etc.	1.00 hrs	
Travel time from A/P to hotel	0.25 hrs	
RON in Phoenix, AZ	8.00 hrs	
GRAND TOTAL HOURS	24.50 hrs	
Hourly Salary for All	651.20	
TOTAL COSTS	\$ 15,954.40	

* Remarks

Remarks:

* No Direct Flight - Change Over in Los Angeles, CA

Other Information Included in Analysis:

COMMERCIAL AIRLINE COSTS:

Commercial Airlines from LAS to Yuma, AZ \$ 470.40
Total (8 Passengers) \$ 3,763.20

Commercial Airlines from Yuma to Phoenix \$ 487.00
Total (8 Passengers) \$ 3,896.00

TOTAL Commercial Airline Costs \$ 7,659.20

DOI CHARTER INFORMATION:

Charter Aircraft (King Air 200) Hourly Rate \$ 1,450.00
 (x 5.22 hrs of flight time) = Total \$ 7,781.00

DOI FLEET INFORMATION:

Fleet Aircraft (King Air 200) Hourly Rate \$ 1,350.00
 (x 3.14 hrs of flight time) = Total \$ 4,365.00

Per Diem Rate for San Francisco, CA \$ 237.00
 (x 7 passengers) = Total \$ 237.00

PASSENGER MANIFEST:

Name	Title	Grade	Hourly Salary
Ken Salazaar	Secretary of Interior	PAS	\$ 114.83
Annie Castle	Assistant Secretary Water & Science	SES	\$ 91.78
Deanna Archueleta	Deputy Assistant Secretary Water & Science	SES	\$ 86.01
Lorri Lee-Gray	Regional Director, BOR	SES	\$ 85.58
Bob Snow	Solicitor, BOR	GS-15	\$ 78.48
Jayne Harkins	Deputy Regional Director	GS-15	\$ 78.48
Tami Heilmann	Staffer	GS-13	\$ 58.02
Lt. (b) (6), (b) (7)(C)	Security Staffer	GS-13	\$ 58.02
TOTAL Hourly Salary			\$ 651.20

PER DIEM RATES:

Phoenix, AZ \$177 (106 /71)
TOTAL Per Diem for 8 \$ 1,416.00

AIR CHARTER QUOTE

10/18/2010



Quote for:

Secretary Salazar
c/o Tim Hartz

Aircraft: King Air 200 Medium Turboprop N618 Max. 8 Passengers

Date of Flight: Tuesday, October 19, 2010

	ID	Airport Name	NM	SM	ETD	Time	ETA
	BVU	BOULDER CITY MUNI					
1	LAS	MC CARRAN INTL	16	19	10:40	00:18	10:58
2	NYL	YUMA MARINE CORPS AIR STATION/YUMA INTL	207	238	12:00	01:02	14:02
3	PHX	PHOENIX SKY HARBOR INTL	139	160	16:30	00:52	17:22
4	BVU	BOULDER CITY MUNI	206	237	18:22	01:02	18:24
Totals =			568	654		03:14	

* All departure and arrival times are in local time.

Final Quote = \$ 4,365.00 (03:14 * \$1,350.00)

Remarks:

Taxes are not included in this Quote.

Flight times are estimates and depend on winds aloft, air traffic control, and weather delays.

This price includes all flight related charges, so there are no additional charges for short legs, fuel surcharges, pilot fees, etc.

If you have any questions, please call us at any time

***** Thank you for your inquiry *****

AIR CHARTER QUOTE

10/18/2010



Quote for:

Secretary Salazar
c/o Tim Hartz

Aircraft: King Air 200 Medium Turboprop N618 Max. 8 Passengers

Date of Flight: Tuesday, October 19, 2010

ID	Airport Name	NM	SM	ETD	Time	ETA
1	BVU BOULDER CITY MUNI	16	19	10:40	00:18	10:58
2	LAS MC CARRAN INTL	207	238	12:00	01:02	14:02
3	NYL YUMA MARINE CORPS AIR STATION/YUMA INTL	139	160	16:30	00:52	17:22
4	PHX PHOENIX SKY HARBOR INTL	206	237	18:22	01:02	18:24
	BVU BOULDER CITY MUNI					
Totals =		568	654		03:14	

* All departure and arrival times are in local time.

Final Quote = \$ 4,365.00 (03:14 * \$1,380.00)

Remarks:
Taxes are not included in this Quote.

Flight times are estimates and depend on winds aloft, air traffic control, and weather delays.

This price includes all flight related charges, so there are no additional charges for short legs, fuel surcharges, pilot fees, etc.

If you have any questions, please call us at any time

***** Thank you for your inquiry *****

Logged in user: SHARIL MOULTRIE - Traveler: SHARIL MOULTRIE

Authorization: SVF RESNOCA102240 A01 - TA Number: GR34LA



Search Criteria

Search & Select Flights


[Show Search Options](#)

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Select Flights to be Saved

Choose Flights

Available Flights on 10/19/10 from 1A7 to 700M

 \$470.40 - Government Fare

[View Rules](#) - [Show Details](#)



Depart
LAS 1240

Arrive
PHX 1359

Flight Length: 1h 19min

Layover at PHX for 2h 55min



Depart
PHX 1645

Arrive
DEN 1754

Flight Length: 1h 09min

If travel agent assistance is required, select "Request Assistance in Booking Flight". NOTE: Additional travel agent handling fees may apply.

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Logged in user: SHARILL.MOULTON@DOI - Traveler: SHARILL.MOULTON@DOI

Authorization: SMFRLS@DOI:102710_A01 - TA Number: 02344



Search Criteria

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[Cancel Current Search](#)

Select Flights to be Saved

Change Flights

August 10, 2010 - August 10, 2010

 \$487.00 - GSA City Pair

[Fare Rules](#) - [Show Details](#)


US Airways
2010

Depart
10/10/10 15:00
10/10/10 15:00

Arrive
10/10/10 16:15
10/10/10 16:15

Flight Length: 1h 05min

If travel agent assistance is required, select "Request Assistance in Booking Flight" below. Additional travel agent handling fees may apply.

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DOI AIR

\$9,417

**OFFICE OF THE SOLICITOR
CORRESPONDENCE BACKGROUND FORM**

Date: November 11, 2010

Nature and Significance of Document: Request for approval of DOI aircraft service for official travel on **November 15, 2010** for Secretary Salazar and three non-SES DOI employees (Kate Kelly, Deputy Communications Director; Tami Heilmann, DOI Staff, (b) (6), (b) (7)(C) DOI Security Staff) from Albuquerque NM to Las Vegas, NV. The purpose of this trip is to give speeches at the National Landscape Conservation Summit in Las Vegas and the National Congress of American Indians Convention in Albuquerque.

Background: Advance approval/disapproval by the Solicitor or Deputy Solicitor is required by 41 C.F.R. Parts 301-10 and 301-70, and OMB Circular A-126 for travel on other-than-commercial airlines by officials at SES level and above and for all non-federal individuals who are traveling either for official DOI business or on a "space available" basis. The standards for approving official travel vary according to the category of travel: to meet mission requirements; "required use" travel (extraordinary security, communications, or scheduling needs); or other travel for the conduct of DOI business.

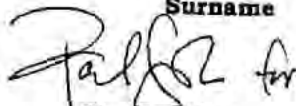
The trip documented on the attached form is ordinary ("other") official travel because it involves transportation that is neither to meet mission requirements nor "required use" travel. As such, the use of DOI or charter aircraft may be authorized only when: 1) no commercial service is reasonably available to meet the scheduling or operational needs of the trip; or 2) the actual cost of charter aircraft is not more than commercial service. Reasonable availability is defined as "able to meet your departure and/or arrival requirements within a 24-hour period, unless you demonstrate that extraordinary circumstances require a shorter period." 41 C.F.R. § 301-10.261(a)(1).

As the attached OAS-110 indicates, the total cost of DOI aircraft service, including total duty hours away, is \$9,417. No charter aircraft service is available. Commercial aircraft service, including total duty hours away, is \$4,908, but cannot meet the scheduling requirements of this trip which includes speeches by the Secretary at 9AM in Albuquerque and at noon in Las Vegas. After the Secretary gives his speech in Las Vegas, he will be returning directly to D.C. via commercial aircraft. Because the use of DOI aircraft is the only means of meeting the scheduling needs of this trip, it is permissible to approve this travel.

Your approval of this travel is requested. The applicable criteria are met for approval of this travel. **PLEASE INDICATE YOUR APPROVAL ON THE ATTACHED OAS-110 FORM.**

Contact and telephone number:
Jennifer Heindl 202-208-7094

Due Date: ASAP

Surname

Tim Murphy

TRAVEL COST ANALYSIS

Justification for use of a Government aircraft for travel:

A. BASIC DATA:

Dates and time of required time(s) at Temporary Duty Station(s) (TDS):

Location	Albuquerque, NM	Date	11/15/2010	Hours required to be on site	0900	to	0930
Location	Las Vegas, NV	Date	11/15/2010	Hours required to be on site	1200	to	1230
Location		Date		Hours required to be on site		to	

Manifest (only persons required to be at TDS):

Name	Hourly Salary
Ken Salazar, PAS, Secretary of Interior	\$114.83
Kate Kelly, GS-13, DOI Deputy Com Director	\$58.02
Tami Hallmann, DOI Staffer, GS-13	\$58.02
(b) (6), (b) (7)(C) DOI Security Staff, GS-13	\$58.02
TOTAL Hours Cost of All Required Travelers	\$ 268.89

Annual Salary ÷ 2087 hours x 1.20 =
Hourly Salary Rate

NOTE: 1.20 covers average Fringe Benefits, Retirement, Health & Life Insurance, Medicare, other Fringes. The 1.20 does not include COLA. For Alaska-based employees, add the applicable additional %.

(Continue on attached sheet if needed)

B. COST COMPARISON:

1. <u>Commercial Airline Costs to meet the required TDS locations and times. Individual ticket cost x number of required travelers</u>	\$ 928.00
• Cost of total duty hours away from office or regular duty station to meet the commercial airline schedule.	3,755.57
• Cost of required per diem and ground transportation.	224.00
TOTAL Cost by commercial transportation	\$ 4,907.57
2. <u>Leased, Contract, or Rental Aircraft</u>	
1. Flight hours x flight hour costs	\$ 0.00
2. Cost of total duty hours away from office or regular duty station	0.00
3. Cost of required per diem and ground transportation	0.00
4. Any additional aircraft or crew costs not included in above hourly rate, i.e., standby charges, tiedown fees, overnight parking, extra crew, etc.	0.00
TOTAL Cost by Lease, Contract, or Rental aircraft.	\$ 0.00
3. <u>DOI-Operated Aircraft</u> - identify specific aircraft: <u>N618</u>	
• Flight hours required x variable flight hour cost	\$ 5,437.50
• Cost of total duty hours away from office or regular duty station.	3,755.57
• Cost of required per diem and ground transportation.	224.00
• Any additional costs to be incurred that are not included in the above flight hour rate. Variable cost of crew, as defined on page 1 of OMB Circular A-126, Attachment B, if not included in the flight hour rate. (Do not include pilot costs here if the pilot is one of the Government officials required to meet or perform duties at the TDY location.)	0.00
• Fuel costs, if not included in above flight hour rate. Any additional aircraft costs not in the above flight hour rate, i.e., tiedown fees, overnight parking, et.	0.00
TOTAL COST by DOI Fleet aircraft.	\$ 9,417.07

C. MOST COST EFFECTIVE METHOD:

Commercial
 Lease, Contract or Rental - N# _____ Pilot/Crew _____
Purpose _____

DOI Fleet N# 618 Pilot/Crew Randy Phelps, Bureau of Reclamation
Purpose SEE REMARKS BELOW

REMARKS: (Must be completed if other than most-cost-effective method is chosen.)

Request approval for use of DOI Fleet aircraft for Secretary Ken Salazar and three GS personnel Kate Kelly, Deputy Communications Division; Tami Heilmann, Support Staffer, and (b) (6), (b) (7) (C) Security Staffer to fly on-board DOI Fleet Aircraft on November 15, 2010. Secretary Salazar needs to speak at 0900 on Monday, November 15th at the National Congress of American Indians Convention held at the Albuquerque Convention Center. Secretary Salazar has another speaking engagement immediately following at 1200 at the National Landscape Conservation System Summit held at the JW Marriott Hotel in Las Vegas, NV.

Request approval based upon time constraints of the meeting schedule. The first available commercial flight from ABQ to LAS is at 1305 Monday. An earlier flight prior to 1305 was at 0845. Neither of these flight meets the conference schedule set for either sites.

No DOI Charter aircraft available on this date, therefore not considered in this cost analysis

D. GENERAL APPROVAL REQUIREMENTS FOR TRAVEL ON GOVERNMENT AIRCRAFT:

Print name of designated approving official _____ Signature _____ Date _____

E. SPECIAL APPROVAL REQUIREMENTS FOR REQUIRED USE TRAVEL (See paragraph 11.b page 6 of OMB Circular A-126)

Print name of designated approving official _____ Signature _____ Date _____

F. SPECIAL APPROVAL REQUIREMENTS FOR USE OF GOVERNMENT AIRCRAFT FOR TRAVEL BY THE FOLLOWING CATEGORIES OF PEOPLE:
(See paragraph 11.c, page 7 of OMB Circular A-126 and paragraph a., page 3-1 of OMB Bulletin No. 93-11)

- 1) ~~Senior Executive Branch Officials~~
- 2) Senior Federal Officials
- 3) Members of Families of Senior Executive Branch and Senior Federal Officials
- 4) Non-Federal travelers

ARTHUR E. GARY Print name of designated approving official Arthur E. Gary Signature 11/12/10 Date

* exigent scheduling requirements justify this approval. Secretary is expected to return to D.C. on commercial carrier on same day. AG

Search Criteria PRINT THIS SCREEN

Search & Select Flights [Show Search Options](#) [Cancel Current Search](#) Show 10

Do you have the lowest fare? Alternate GSA City Pair fares from nearby airports: [Hide](#)

Select Alternate Fare #	Carrier	Price (OneWay)	Departure City	Arrival City
ABQ - LAS		\$232	Albuquerque, NM	Las Vegas, NV

Search Availability [Price Flights](#) [Cancel Flight to be Sure!](#)

GSA Contract Fare: \$232 (OneWay) | Non-Contract Government Fare: Restricted | Select up to 90 flights, then:

Available Flights on 11/15/10 from ABQ to LAS

Search Filters







Stops: Nonstop Only 1 Stop 2+ Stops

Depart: 0000 - 2359 Depart Arrive

0000 2359

Flight Duration: +6 hours 2 hours 8 hours

\$232.00 GSA City Pair	(Southwest Airlines 1218) Duration: 1h 40min	Show Details	Add to Price List
	Depart ABQ 0650 Mon 15-Nov-10	Arrive LAS 0730 Mon 15-Nov-10	Flight Length: 1h 40min
\$232.00 GSA City Pair	(Southwest Airlines 174) Duration: 1h 40min	Show Details	Add to Price List
	Depart ABQ 0845 Mon 15-Nov-10	Arrive LAS 0925 Mon 15-Nov-10	Flight Length: 1h 40min
\$232.00 GSA City Pair	(Southwest Airlines 1306) Duration: 1h 35min	Show Details	Add to Price List
	Depart ABQ 1305 Mon 15-Nov-10	Arrive LAS 1340 Mon 15-Nov-10	Flight Length: 1h 35min
\$232.00 GSA City Pair	(Southwest Airlines 1680) Duration: 1h 35min	Show Details	Add to Price List
	Depart ABQ 1700 Mon 15-Nov-10	Arrive LAS 1735 Mon 15-Nov-10	Flight Length: 1h 35min
\$232.00 GSA City Pair	(Southwest Airlines 211 Southwest Airlines 136) Duration: 1h 35min	Show Details	Add to Price List
	Depart ABQ 0925 Mon 15-Nov-10	Arrive SAN 1025 Mon 15-Nov-10	Flight Length: 2h 00min
Layover in SAN for 0h 25min			
	Depart SAN 1050 Mon 15-Nov-10	Arrive LAS 1200 Mon 15-Nov-10	Flight Length: 1h 10min
\$232.00 GSA City Pair	(Southwest Airlines 166 Southwest Airlines 1883) Duration: 1h 05min	Show Details	Add to Price List

 Southwest Airlines 166	Depart ABQ 1015 Mon 15 Nov-10	Arrive PHX 1130 Mon 15 Nov-10	Flight Length: 1h 15min
Layover in PHX for 0h 45min			
 Southwest Airlines 1083	Depart PHX 1215 Mon 15 Nov-10	Arrive LAS 1220 Mon 15 Nov-10	Flight Length: 1h 05min
\$232.00 GSA City Pair (Southwest Airlines 130 Southwest Airlines 2450) Duration: 4h 00min Show Details <input type="button" value="Add to Price List"/>			
 Southwest Airlines 130	Depart ABQ 1015 Mon 15 Nov-10	Arrive TUS 1145 Mon 15 Nov-10	Flight Length: 1h 10min
Layover in TUS for 1h 30min			
 Southwest Airlines 2450	Depart TUS 1215 Mon 15 Nov-10	Arrive LAS 1335 Mon 15 Nov-10	Flight Length: 1h 20min
\$232.00 GSA City Pair (Southwest Airlines 1255) Duration: 2h 50min Show Details <input type="button" value="Add to Price List"/>			
 Southwest Airlines 1255	Depart ABQ 1335 Mon 15 Nov-10	Arrive LAS 1525 Mon 15 Nov-10	Flight Length: 2h 50min 1 stop(s) from ABQ to LAS
\$232.00 GSA City Pair (Southwest Airlines 843) Duration: 2h 45min Show Details <input type="button" value="Add to Price List"/>			
 Southwest Airlines 843	Depart ABQ 1455 Mon 15 Nov-10	Arrive LAS 1640 Mon 15 Nov-10	Flight Length: 2h 45min 1 stop(s) from ABQ to LAS

[Return to Search](#)
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Select up to 10 flights, then:

AIR CHARTER QUOTE

11/10/2010



Quote for:

Secretary Salazar
c/o Tim Hartz

DOI/BOR

Aircraft: King Air 200 Medium Turboprop N618 Max. 8 Passengers

Date of Flight: Wednesday, November 10, 2010

	ID	Airport Name	NM	SM	ETD	Time	ETA
1	BVU	BOULDER CITY MUNI					
	ABQ	ALBUQUERQUE INTL SUNPORT	407	468		01:42	
2	LAS	MC CARRAN INTL	422	485		01:45	
3	BVU	BOULDER CITY MUNI	16	19		00:18	
Totals =			844	972		03:45	

* All departure and arrival times are in local time.

Final Quote = \$ 5,437.50 (03:45 * \$1,450.00)

Remarks:

Taxes are not included in this Quote.

Flight times are estimates and depend on winds aloft, air traffic control, and weather delays.
This price includes all flight related charges, so there are no additional charges for short legs, fuel surcharges, pilot fees, etc.
If you have any questions, please call us at any time
***** Thank you for your inquiry *****

Other Information Included in Analysis:

COMMERCIAL AIRLINE INFORMATION

Commercial Airline from Albuquerque, NM to Las Vegas, NV	\$	232.00
(x 4 passengers) = Total	\$	<u>928.00</u>

DOI FLEET AIRCRAFT

DOI Fleet Aircraft (KA 200) Hourly Rate	\$	1,450.00
(x 3.45 hrs of flight time) = Total	\$	<u>5,437.50</u>

Per Diem Rate for Albuquerque, NM \$56 (x 4 people)	\$	224.00
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