

## CONTRACT, LEASE, AGREEMENT CONTROL FORM

Date: 04/07/2021

Contract/Lease Control #: C11-1859-AP

Procurement#: NA

Contract/Lease Type: AGREEMENT

Award To/Lessee: NATIONAL MUSEUM OF USAF

Owner/Lessor: OKALOOSA COUNTY

Effective Date: 04/01/2018

Expiration Date: 03/31/2022

Description of: LOAN AGREEMENT #SDA0398 FOR F-15 STATIC DISPLAY

Department: AP

Department Monitor: STAGE

Monitor's Telephone #: 850-651-7160

Monitor's FAX # or E-mail: TSTAGE@MYOKALOOSA.COM

Closed:

Cc: BCC RECORDS

**NATIONAL MUSEUM OF THE UNITED STATES AIR FORCE (NMUSAF)  
COMMUNITY STATIC DISPLAY LOAN PROGRAM**

**2021 LOAN AGREEMENT, SDA0398**

**1.0. Parties.** The United States of America or "the Government," represented by the National Museum of the United States Air Force (NMUSAF), and collectively referred to hereinafter as "the Lender," hereby establishes with the **OKALOOSA COUNTY** hereinafter called "the Borrower," incorporated and operating under the laws of the State/Country of **FL** and located at **SHALIMAR**, a Loan Agreement hereinafter called "the Agreement" for U.S. Air Force (USAF) historical property. This Agreement is entered pursuant to Public Law 80-421 [10 United States Code (USC) §2572], and any amendments thereto, and is effective for the period commencing 1 April 2021 and ending 31 March 2022. This Agreement is not transferable.

**2.0. Borrower Obligations/Costs.** The Borrower has applied, in writing, for the loan of USAF historical property, and hereby agrees to be responsible for all arrangements and, in accordance with 10 USC §2572, is required to pay all costs, charges and expenses associated with the loan of this property, including, but not limited to, the cost of preparation, demilitarization, hazardous material removal, disassembly, packing, crating, handling, maintenance, repair, restoration, transportation, and all other actions incidental to the use and/or movement of the loaned property to or from the Borrower's location.

**3.0. Loaned Property.** The NMUSAF shall loan to the Borrower the historical property identified in the inventory report, which has been included in the loan package and is incorporated into this Agreement by reference as if fully rewritten herein (hereinafter the "Property"). The Borrower accepts the Property on an "as is, where is" basis, and the Lender makes no warranties, expressed or implied, as to the Property's condition, fitness for any particular purpose, or other warranty of any kind.

**4.0 Loan Conditions.**

**4.1.** The Borrower agrees that the Property shall be used for static display purposes only. Loaned aerospace vehicles will not be flown or restored to flying condition under any circumstance, nor will they be licensed with the Federal Aviation Administration (FAA). The Borrower shall not remove any parts from loaned aircraft except as directed in paragraph 4.2. Relocation of the Property for temporary special events (parades, ceremonies, air shows, etc.) is not authorized under any circumstances. No decorations of any type, for any purpose (special event, seasonal display, ceremonies, etc.) are authorized to be displayed on any of the Property. The Property shall not be used in a manner that provides the appearance of endorsement by the USAF of any non-federal entity or political candidate, or the expression of a political viewpoint of any kind.

**4.2.** The Borrower agrees to allow the Lender to remove parts from loaned aerospace vehicles for the NMUSAF or military requirements, upon written direction from the NMUSAF. Such parts are generally internal in nature and removal or replacement should not alter the external aesthetic appearance of the aerospace vehicle.

**4.3.** The Borrower shall not part with possession of the Property or any component of the Property in any manner to any third party either directly or indirectly. The Borrower shall not enter into any negotiations with a third party regarding any future disposition of the loaned material, in whole or in part.

**4.4.** The Borrower agrees to all of the following: to use the Property in a careful and prudent manner; to not modify the Property in any manner, without prior written permission of the Lender, which would

alter the original form, design, or the historical significance of said Property; to perform routine maintenance to include (but not limited to) annual upkeep, periodic painting, tire inflation, repair of damage, day-to-day care and management of the Property, so as to provide an acceptable appearance and to not reflect negatively on the Lender; and to display and protect the Property in accordance with the instructions set forth in Attachments 1 and 2, which are incorporated into this Agreement by reference as if fully rewritten herein.

**4.5.** The Borrower agrees that any additions, modifications or alterations that improve the Property become part of said Property and are owned by the NMUSAF.

**4.6.** Interior access to loaned aerospace vehicles (cockpit, cargo areas, etc.) for purposes other than maintenance or restoration work by persons other than staff or authorized maintenance personnel is prohibited. This is to ensure not only the integrity and preservation of the aircraft, but more importantly, the safety and security of the public.

**5.0. Use as Security, Sale or Lease.** The Borrower agrees not to use the Property as security for any loan, and not to sell, lease, rent, lend or exchange the Property under any circumstances.

**6.0. Professional Photography.** The Borrower shall not make or allow the use of the Property for any commercial purpose, including, but not limited to, use of the Property for still photography, motion picture, television or video production, without prior written approval from the Lender. Photography or video created by the Borrower for general promotion of the institution's collection online or in organizational materials is permitted. (Note – permission is not granted for fundraising events or anything that could imply endorsement by the USAF or the NMUSAF.) Casual photography or video created by visitors for personal or non-promotional use is permitted.

**7.0. Incident Reporting.** The Borrower shall within one (1) working day of discovery, notify the Lender of any instance of loss, damage or destruction of the Property.

**8.0. Title.** The Borrower shall obtain no interest in the Property by reason of this Agreement and title shall remain with the Lender at all times.

**9.0. Receipt, Custody & Liability.**

**9.1.** This Agreement shall be executed prior to the Borrower accepting physical custody of the Property or on or before 1 April 2021.

**9.2.** The Borrower agrees to provide a receipt to the Lender at the time it assumes physical custody of the Property (unless the Property is already in its possession).

**9.3.** The Borrower agrees that it is strictly liable for up to the full replacement value (FRV) of the Property, as identified in the inventory report, and to accept such liability upon assuming physical custody of the Property or execution of this Agreement, whichever occurs first.

**9.4.** The Borrower agrees to waive any right to contest the FRV in any legal proceeding. The FRV of the Property is as identified in the inventory report or, if not identified in the inventory report, the FRV otherwise identified at the sole discretion of the NMUSAF.

**9.5.** The Borrower agrees that if the Property, or any portion thereof, has been irreparably damaged, destroyed, or stolen the NMUSAF may direct the Borrower to either replace the Property with an historical item of equal value to the satisfaction of the NMUSAF or require monetary reimbursement equaling the

FRV. In the event of less than total loss to the Property, or any portion thereof, the Borrower agrees to repair/replace the damage to the Property to the satisfaction of the NMUSAF or reimburse the NMUSAF for the full value of the damage, as determined by the NMUSAF. The election of a remedy under this subparagraph is at the sole discretion of the NMUSAF. This subparagraph is not intended to waive or limit the Government's rights and remedies, legal or equitable, and the Government reserves all such rights and remedies.

9.6. The Borrower agrees to place the Property on exhibit within ninety (90) days from the date it takes physical custody, or as otherwise mutually agreed upon.

#### **10.0. Borrowers Responsibilities.**

10.1. The Borrower agrees to the greatest extent permitted by FL Law to indemnify, hold harmless, and defend the Lender from and against all claims, demands, actions, liabilities, judgments, costs, and attorney's fees, arising out of, claimed on account of, or in any manner predicated upon personal injury, death, or property damage caused by or resulting from possession and/or use of the Property. Nothing herein shall be construed to waive or limit the federal Government's rights and remedies permitted by law.

10.2. The Borrower agrees to report, as requested, to the Lender on the condition and location of the Property. Further, the Borrower agrees to allow authorized Department of Defense representatives access to the Borrower's records and facilities to assure accuracy of information provided by the Borrower and compliance with the terms of this Agreement.

10.3. The Borrower agrees to return said Property to the Lender on termination of this Agreement or earlier, if it is determined that the Property is no longer required, at no expense to the Lender and according to terms determined by the Lender. In the event of a partial termination, the Borrower agrees to the return of all items of the Property subject to the partial termination, at no expense to the Lender and according to terms determined by the Lender.

#### **11.0. Initial Loan Agreement Requirements.**

11.1. The Borrower agrees to furnish the Lender a CD/DVD containing digital images of the Property within fifteen (15) days of taking physical possession of the Property. The image file name must be the accession number for that item (e.g. SD-2000-0123.JPG). For aircraft and ballistic missiles, images will include views showing all external surfaces including tail number and all accessible interior areas including instrument panels, avionics racks and equipment, aircrew, passenger, cargo and payload compartments, wheel wells, and bomb bays. Digital images for all other artifacts will be of sufficient detail to ensure positive identification of each object.

11.2. The Borrower shall arrange insurance coverage for the Property on an all-risk, wall-to-wall basis, at a minimum, for an amount that equals the total agreed upon FRV for all items in the inventory report, plus any additional amount to cover the inventory that does not have an identified FRV, so long as the Property remains in its possession. The Borrower further agrees to furnish the Lender proof of said insurance. For Borrowers with private insurance coverage, proof shall constitute a copy of the insurance certificate from the commercial provider, noting any deductible, and showing coverage up to the FRV of the Property and any additional coverage for Property that does not have an FRV identified in the inventory report. For self-insured organizations, proof shall constitute a written and signed statement attesting to its ability to reimburse the Government for the FRV of the Property (as identified in the inventory report and/or as determined by the NMUSAF).



## **12.0. Annual Loan Renewal Requirements.**

**12.1.** The Borrower agrees to furnish the Lender a CD/DVD containing current digital images of all Property. The image name must be the accession number for that item (e.g. SD-2000-0123.JPG). Digital images of aircraft and missiles will provide general views to include sufficient detail to show the overall condition and tail number of the airframe. Digital images for all other artifacts will be of sufficient detail to ensure positive identification of each object and its current condition.

**12.2.** The Borrower agrees to furnish the Lender proof of insurance as required in subparagraph 11.2 for each renewal period.

**12.3.** The Borrower agrees to furnish a signed inventory as provided by the Lender with the annual renewal package, which accurately reflects the Property in its possession. Discrepancies in the inventory provided by the Lender shall be noted on the inventory report by the Borrower to the extent that such notes accurately reflect the current inventory held by the Borrower. In the event of a dispute, the Lender shall make the final determination of the current inventory on or near the renewal date and document the NMUSAF records accordingly.

## **13.0. Display/Maintenance Requirements.**

**13.1.** No aircraft will be renovated, reconfigured, painted, have markings changed, or tail number altered, or any parts added, removed, or replaced as part of a planned restoration effort without prior written approval from the NMUSAF.

**13.2.** The Borrower agrees that all aircraft, missiles and artifacts on display will have an identification sign adjacent to each display. For aircraft and missiles note the type, model, and serial number. If the aircraft or missile has been reconfigured, markings changed, or serial number altered after acquisition for display purposes, it will be stated on the sign and noted in all records as follows:

"The (item) on display is actually (nomenclature), Serial No. \_\_\_\_\_, but painted and marked to depict (nomenclature), Serial No. \_\_\_\_\_, assigned to the (Unit and/or person) in (location or theater) during (year)."

**13.3.** The sign will state that the item is part of the NMUSAF collection as follows:

"This (artifact/object) is on loan from the National Museum of the United States Air Force."

**13.4.** For aircraft on which the serial number has been altered for display purposes with prior written approval, the mission, design and series (e.g. F-100C or F-4C) along with the original serial number will be stenciled in two inch letters using contrasting paint colors on the fuselage under the horizontal stabilizers.

**13.5.** All record keeping will reflect the true serial number.

**14.0. Radioactive Components.** In accordance with Attachment 1, ("NMUSAF Loan and Static Display Programs' Instructions for Preparation and Maintenance of Aerospace Vehicles"), if, upon inspection, it is determined radioactive items have been installed or reinstalled on the Property while in possession of the Borrower, the Borrower will pay the cost of removal of the radioactive items and any decontamination required.

**15.0. Loan Termination.**

**15.1.** The Borrower agrees to return the Property to the NMUSAF upon expiration of this Agreement or earlier, the Borrower terminates the agreement prior to expiration of this Agreement or the NMUSAF terminates this Agreement for cause, at no expense to the NMUSAF. The return of all or any part of the Property will be made to the NMUSAF at Wright-Patterson AFB, OH; the Aerospace Maintenance and Regeneration Group at Davis-Monthan AFB, AZ; or a location determined by NMUSAF upon termination of this Agreement or earlier. The Borrower shall be responsible for paying all freight, storage, crating, handling, transportation, demilitarization, and/or other costs or charges associated with any return.

**15.2. The failure of the Borrower to observe any of the conditions set forth in this Agreement and Attachments 1 and 2 thereto shall be sufficient cause for the Lender to terminate the loan and repossess the Property.** Repossession of all or any part of the Property for such cause by the Lender shall be made at no cost to the Government; the Borrower shall be responsible for paying all maintenance, freight, storage, crating, handling, transportation, demilitarization, and/or other costs or charges attributable to such repossession.

**15.3.** In the event the loan is terminated for any reason, the provisions of this Agreement will remain in effect until all of the Property, or in the event of a partial termination that portion of the Property at issue, has been relocated and in a condition that is satisfactory to the NMUSAF.

**15.4.** Termination of the loan and subsequent repossession of all or any part of the Property at the option of the Borrower shall require no less than thirty (30) days advance notice to the Lender in writing. This requirement may be waived by the Lender only through the provision of a written waiver to the Borrower prior to the return of the Property. If this Agreement is terminated at the option of the Borrower, the Borrower is responsible to bear all expenses associated with moving, reclaiming, and/or demilitarizing the Property.

**15.5.** The Lender reserves the right to terminate this Agreement without cause, in all or part, and to recall the Property. The Lender will provide a written thirty (30) day notice of intent to recall to the Borrower. In the event of recall, movement of the recalled Property from the Borrower's site will be accomplished at the Lender's expense.

**16.0. Dispute Resolution.** In the event a dispute arises between the parties over the terms and conditions of this Agreement reasonable attempts will be undertaken to resolve the matter through negotiation between the parties or persons appointed, in writing, by the parties. This Agreement shall be construed and interpreted in accordance with federal law. If any provision herein is held unlawful or otherwise unenforceable by the Court any remaining provisions shall be considered divisible and remain in full force and effect. In the further event that negotiations fail to reach a resolution, the parties agree that the Federal District Court for the Southern District of Ohio, at Dayton, Ohio, will be the exclusive venue for resolving such disputes.

Executed on behalf of the NMUSAF, this Fifteenth Day of January 2021, at Wright-Patterson AFB Ohio.

By:   
MELISSA SHAW

Title: Community Static Display Program Administrator

Agency: National Museum of the United States Air Force

Address: NMUSAF/MUC  
1100 Spaatz St  
Wright-Patterson AFB OH 45433-7102

Telephone: (937) 255-8839

Email: melissa.shaw@us.af.mil

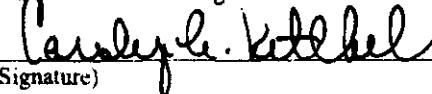
#### ACCEPTANCE

The Borrower, through its authorized representative, hereby accepts responsibility of the Property subject to the terms and conditions contained in this Agreement set forth above. The Borrower certifies that they have read, understand and acknowledge that concealing a material fact and/or making a fraudulent statement in dealing with the federal government may constitute a violation of federal law in accordance with 18 USC §1001.

Executed on behalf of the Borrower this 06 day of APR 2021, at Crestview, Florida,

Okaloosa County Board of County Commissioners

(Name of Borrower/Organization)

By:   
(Signature)

Carolyn N. Ketchel, Chairman

(Typed or Printed Name & Title)



Address: 1250 N. Eglin Parkway, Suite 100

Shalimar, FL 32579

Telephone: 850-651-7105

Email: cketchel@myokaloosa.com

NATIONAL MUSEUM of the U.S. AIR FORCE  
INVENTORY REPORT

Loan Account Number SDA0398

06-Jan-21

RCS: HAF-HO(A) 8801

ACCESSION #	NOMENCLATURE	Value
SD-2009-0002	AIRCRAFT, F-15A(GF), 75-0044	\$21,000

I certify that the above listed items shown on Pages 1 through 1  
have been accounted for with any discrepancies so noted.

Signature: Carolyn N. Ketchel 4/6/2021  
(Historical Property Custodian) (Date)

Carolyn N. Ketchel  
Typed or Printed Name  
Chairman, Board of County Commissioners  
Typed or Printed Title



# 2021 POINT OF CONTACT INFORMATION SHEET

ACCOUNT NUMBER	SDA0398
CITY/ORGANIZATION NAME	OKALOOSA COUNTY
MAILING ADDRESS	1250 N EGLIN SKWY, SUITE 100
CITY	SHALIMAR
STATE/COUNTRY	FL
ZIP CODE	32579
PHYSICAL LOCATION OF ITEM	Destin-Fort Walton Beach Airport, 1701 State Rd 85 North
HISTORICAL PROPERTY CUSTODIAN:	
FIRST NAME:	<del>ROBERT A. "TREY"</del> Carolyn N.
LAST NAME:	<del>GOODWIN III</del> Ketchel
TITLE, HISTORICAL PROPERTY CUSTODIAN	CHAIR, OKALOOSA COUNTY BOARD
PRIMARY POINT OF CONTACT	MR TRACY STAGE
TITLE PRIMARY POINT OF CONTACT	AIRPORT DIRECTOR
PRIMARY PHONE NUMBER	850-651-7160 (Airport)
ALTERNATE PHONE NUMBER	850-651-7105 (County Board Ofc)
PRIMARY FAX NUMBER	850-651-7164 (Airport)
EMAIL ADDRESS	tstage@myokaloosa.com

**PROCUREMENT/CONTRACT/LEASE  
INTERNAL COORDINATION SHEET**

Procurement/Contract/Lease Number: C11-1859-AP Tracking Number: 425921  
Procurement/Contractor/Lessee Name: MMUSAF Grant Funded: YES \_\_\_ NO X  
Purpose: Loan Agreement  
Date/Term: 3-31-2022  
1.  GREATER THAN \$100,000  
2.  GREATER THAN \$50,000  
3.  \$50,000 OR LESS  
Department #: \_\_\_\_\_  
Account #: \_\_\_\_\_  
Amount: \_\_\_\_\_  
Department: Agmt Dept. Monitor Name: Stase

**Purchasing Review**  
Procurement or Contract/Lease requirements are met:  
Whita Moon Date: 3-10-2021  
Purchasing Manager or designee Jeff Hyde, DeRita Mason, Jessica Darr, Angela Etheridge

**2CFR Compliance Review (if required)**  
Approved as written: NO federal funds Grant Name: \_\_\_\_\_  
Date: \_\_\_\_\_  
Grants Coordinator \_\_\_\_\_

**Risk Management Review**  
Approved as written: see email attached Date: 3/16/21  
Risk Manager or designee Lisa Price

**County Attorney Review**  
Approved as written: see email attached Date: 3/16-21  
County Attorney Lynn Hoshihara, Kerry Parsons or Designee

**Department Funding Review**  
Approved as written: \_\_\_\_\_ Date: \_\_\_\_\_

**IT Review (if applicable)**  
Approved as written: \_\_\_\_\_ Date: \_\_\_\_\_

**DeRita Mason**

---

**From:** Parsons, Kerry <KParsons@ngn-tally.com>  
**Sent:** Tuesday, March 16, 2021 3:48 PM  
**To:** DeRita Mason; Lynn Hoshihara  
**Cc:** Lisa Price  
**Subject:** RE: National Museum of USAF F15 Static Display Loan Agreement C11-1859-AP

This is approved for legal purposes.

**Kerry A. Parsons, Esq.**  
**Nabors  
Giblin &  
Nickerson, P.A.**  
ATTORNEYS AT LAW  
1500 Mahan Dr. Ste. 200  
Tallahassee, FL 32308  
T. (850) 224-4070  
[Kparsons@ngn-tally.com](mailto:Kparsons@ngn-tally.com)

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---

**From:** DeRita Mason <dmason@myokaloosa.com>  
**Sent:** Wednesday, March 10, 2021 10:44 AM  
**To:** Parsons, Kerry <KParsons@ngn-tally.com>; Lynn Hoshihara <lhoshihara@myokaloosa.com>  
**Cc:** Lisa Price <lprice@myokaloosa.com>  
**Subject:** FW: National Museum of USAF F15 Static Display Loan Agreement C11-1859-AP

Good morning,  
Please review and approve the attached.

Thank you,

DeRita Mason



DeRita Mason, CPPB  
Senior Contracts and Lease Coordinator  
Okaloosa County Purchasing Department

**DeRita Mason**

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**From:** Lisa Price  
**Sent:** Monday, March 15, 2021 9:19 AM  
**To:** DeRita Mason  
**Subject:** RE: National Museum of USAF F15 Static Display Loan Agreement C11-1859-AP

Approved by Risk.

Lisa Price  
Public Records & Contracts Specialist  
302 N Wilson Street, Suite 301  
Crestview, FL. 32536  
(850) 689-5979  
[lprice@myokaloosa.com](mailto:lprice@myokaloosa.com)



"Kindness is the language which the deaf can hear and the blind can see"  
Mark Twain

For all things Wellness please visit:  
<http://www.myokaloosa.com/wellness>

*Due to Florida's very broad public records laws, most written communications to or from county employees regarding county business are public records, available to the public and media upon request. Therefore, this written e-mail communication, including your e-mail address, may be subject to public disclosure.*

**From:** DeRita Mason <[dmason@myokaloosa.com](mailto:dmason@myokaloosa.com)>  
**Sent:** Wednesday, March 10, 2021 9:44 AM  
**To:** Parsons, Kerry <[KParsons@ngn-tally.com](mailto:KParsons@ngn-tally.com)>; Lynn Hoshihara <[lhoshihara@myokaloosa.com](mailto:lhoshihara@myokaloosa.com)>  
**Cc:** Lisa Price <[lprice@myokaloosa.com](mailto:lprice@myokaloosa.com)>  
**Subject:** FW: National Museum of USAF F15 Static Display Loan Agreement C11-1859-AP

Good morning,  
Please review and approve the attached.

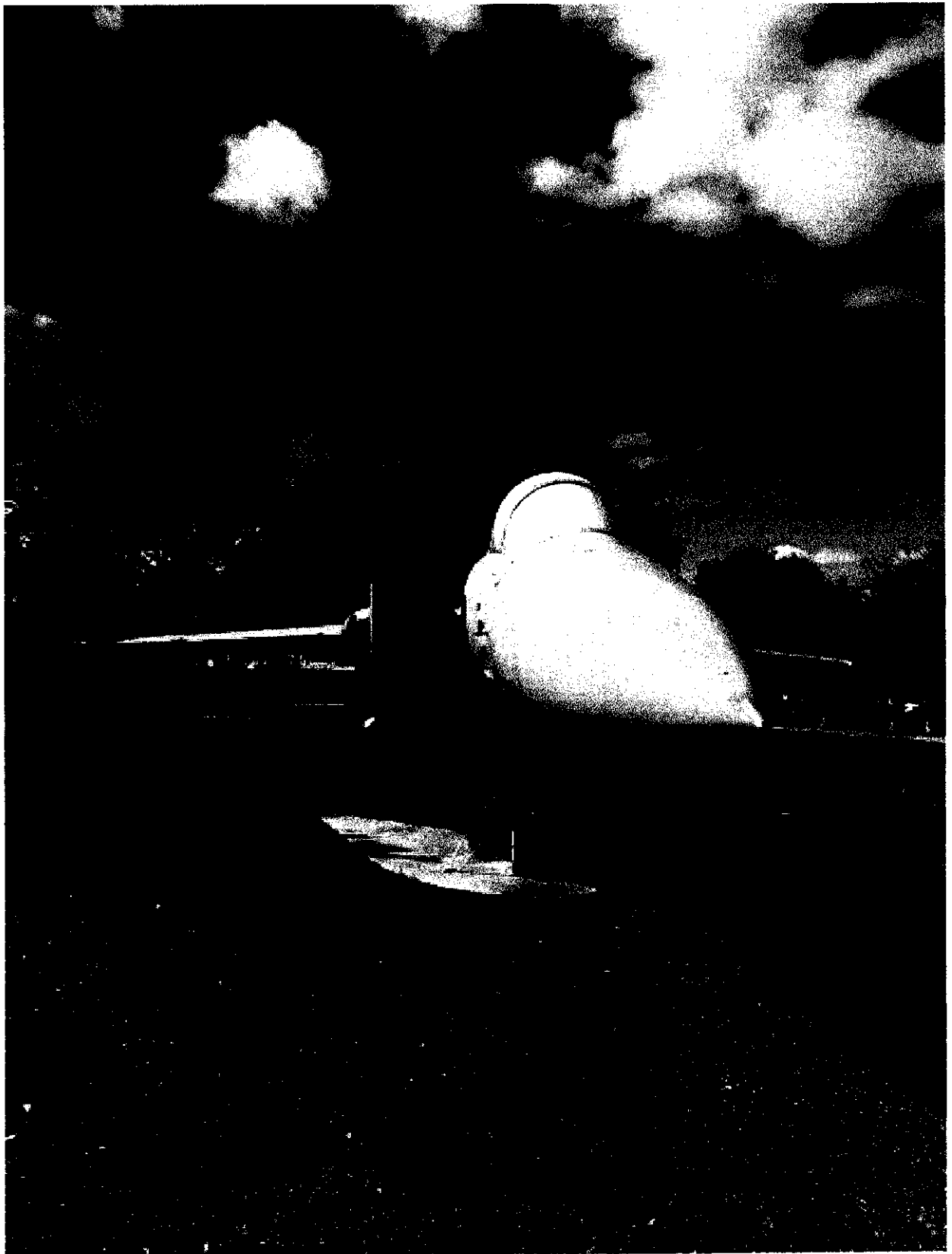
Thank you,

DeRita Mason













**49th TFW - THE HISTORY OF THE 49th TFW**

The 49th Tactical Fighter Squadron (49th TFW) was activated on 15 October 1952 at Hurler Airfield, Oklawaha County, Florida. It was the first of its kind in the Air Force Reserve Command.

Over the years, the 49th TFW has been assigned to various locations, including Hurler Airfield, Oklawaha County, Florida; Davis-Monthan Airfield, Tucson, Arizona; and Hurler Airfield, Oklawaha County, Florida.

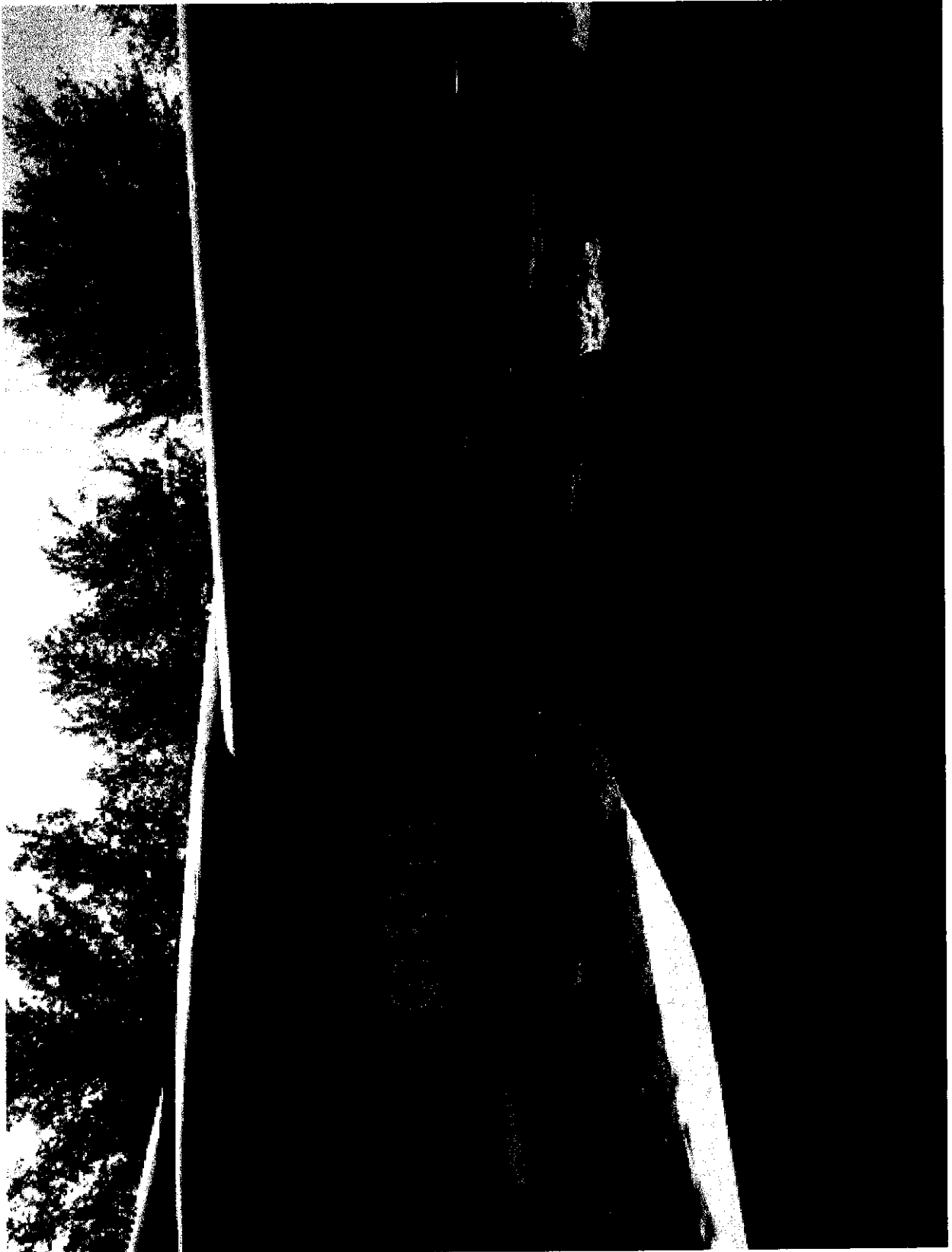
The 49th TFW has a proud history of service to the United States Air Force. It has been assigned to various locations and has performed a wide variety of missions.

The 49th TFW is currently assigned to Hurler Airfield, Oklawaha County, Florida. It is the only Air Force Reserve Command unit in the world that is a tactical fighter squadron.

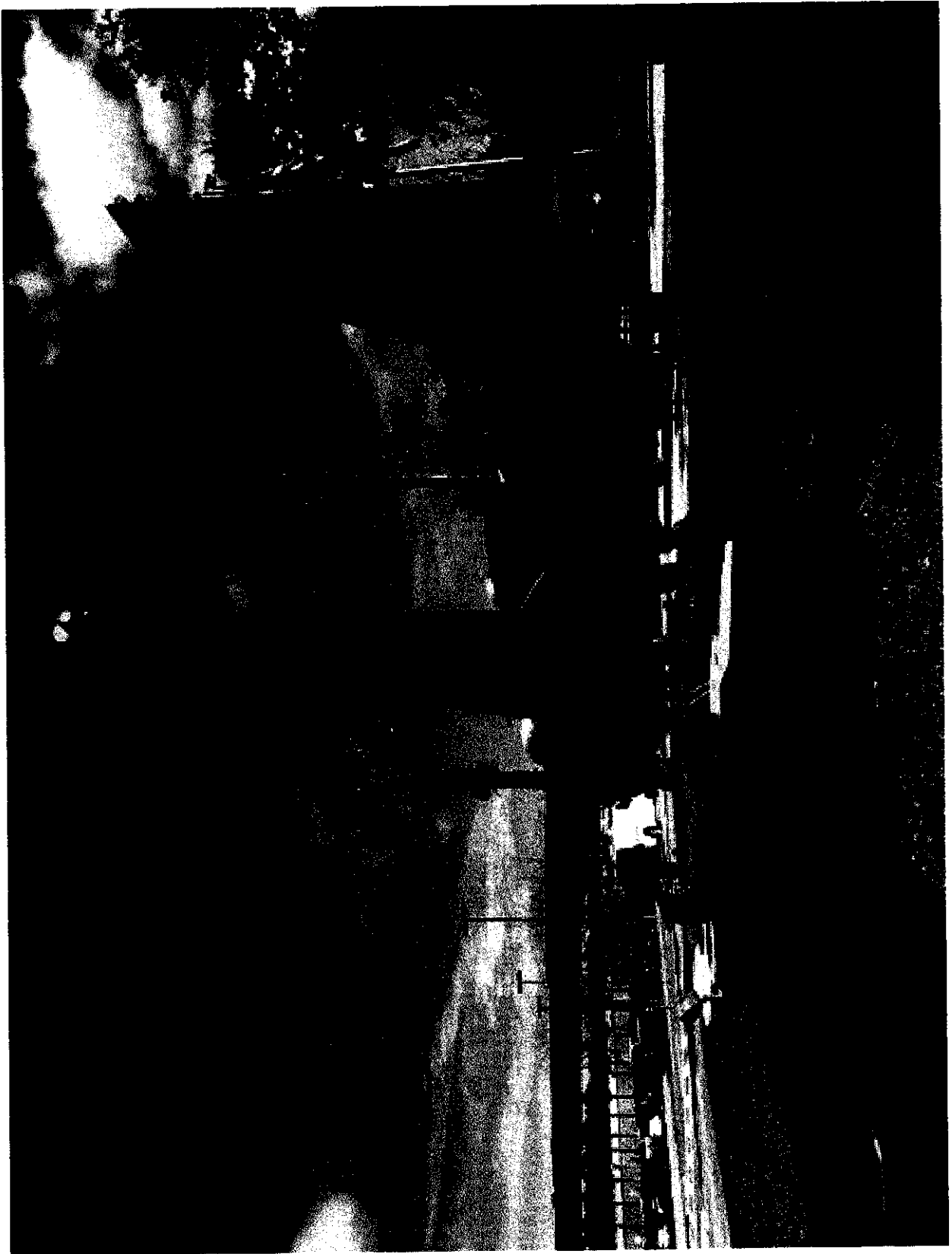
This aircraft is a C-130 Hercules, which is a military transport aircraft. It is used for a variety of missions, including transport, medical evacuation, and cargo transport.

Oklawaha County operates the Northwood Flight Services Center, which provides flight services to the 49th TFW. The center is staffed by Air Force Reserve Command members, dependents, and non-military personnel. The center provides a wide variety of services, including flight instruction, flight simulator, and flight planning. The center is a vital part of the 49th TFW's operations and has strengthened the community with its services.

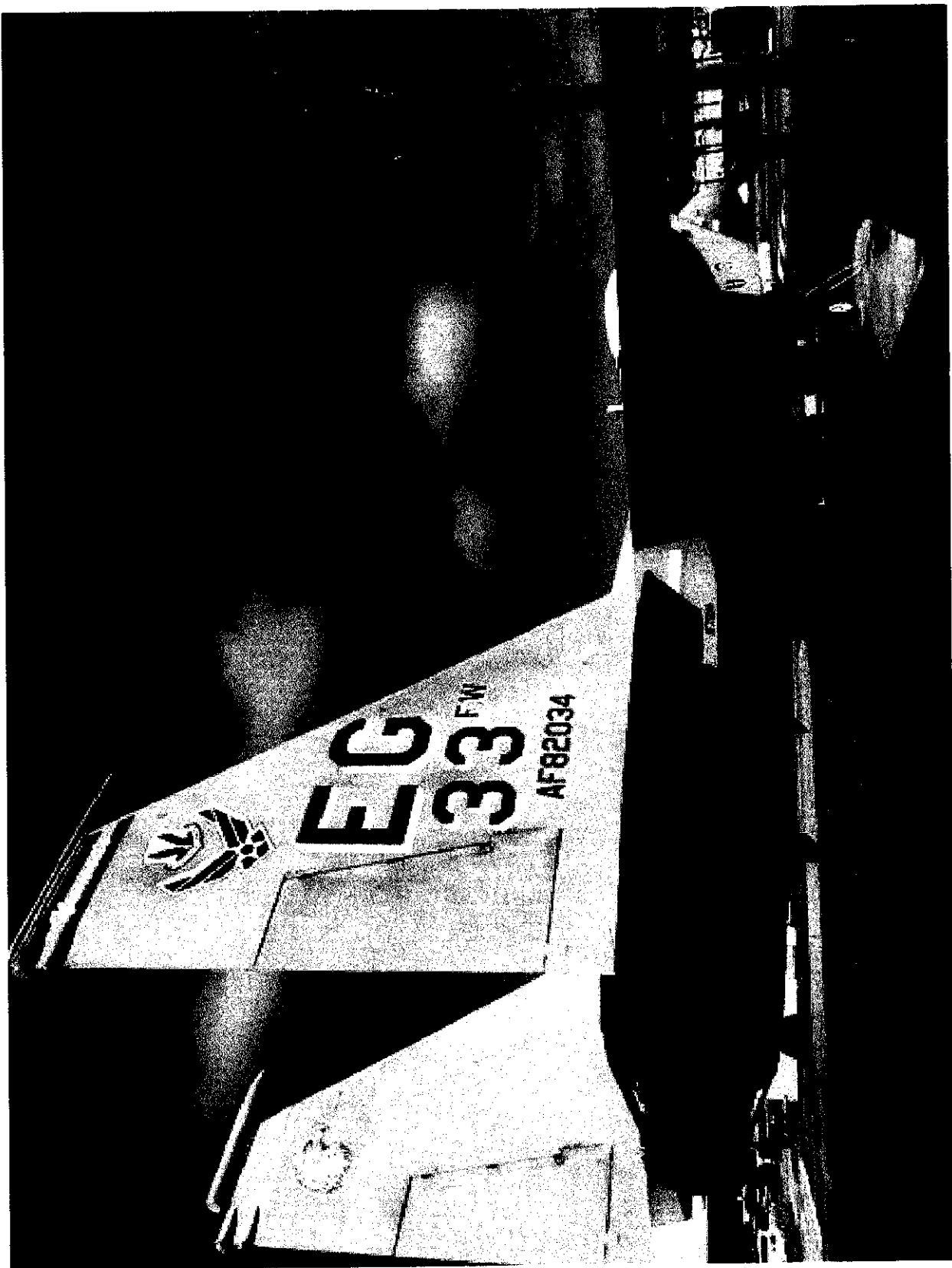
















# CERTIFICATE OF PROPERTY INSURANCE

DATE (MM/DD/YYYY)  
03/09/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

<b>PRODUCER</b> Public Risk Insurance Advisors P. O. Box 2416  Daytona Beach FL 32115		<b>CONTACT NAME:</b> Brittany O'Brien <b>PHONE (A/C No, Ext):</b> (386) 252-6176 <b>FAX (A/C, No):</b> (386) 239-4049 <b>E-MAIL ADDRESS:</b> <b>PRODUCER CUSTOMER ID:</b> 00001966															
<b>INSURED</b> Okaloosa County BOCC, DBA: Okaloosa County Board of County Commissioners 302 N Wilson Street, Suite 301 Crestview FL 32536		<table border="1"> <thead> <tr> <th>INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> </thead> <tbody> <tr><td>INSURER A: AmRisc</td><td></td></tr> <tr><td>INSURER B: Federal Insurance Company</td><td></td></tr> <tr><td>INSURER C: Lloyds of London</td><td></td></tr> <tr><td>INSURER D:</td><td></td></tr> <tr><td>INSURER E:</td><td></td></tr> <tr><td>INSURER F:</td><td></td></tr> </tbody> </table>		INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A: AmRisc		INSURER B: Federal Insurance Company		INSURER C: Lloyds of London		INSURER D:		INSURER E:		INSURER F:	
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INSURER D:																	
INSURER E:																	
INSURER F:																	

**COVERAGES**                      **CERTIFICATE NUMBER:** CP205600791                      **REVISION NUMBER:**

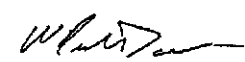
LOCATION OF PREMISES / DESCRIPTION OF PROPERTY (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YYYY)	POLICY EXPIRATION DATE (MM/DD/YYYY)	COVERED PROPERTY	LIMITS
A	<input checked="" type="checkbox"/> PROPERTY CAUSES OF LOSS      DEDUCTIBLES	AMR-36901-06	04/01/2020	04/01/2021	<input checked="" type="checkbox"/> BUILDING	\$ 100,000,000
	<input type="checkbox"/> BASIC      BUILDING				<input checked="" type="checkbox"/> PERSONAL PROPERTY	\$ Included
	<input type="checkbox"/> BROAD      CONTENTS				<input checked="" type="checkbox"/> BUSINESS INCOME	\$ 2,000,000
	<input checked="" type="checkbox"/> SPECIAL				<input checked="" type="checkbox"/> EXTRA EXPENSE	\$ Included
	<input type="checkbox"/> EARTHQUAKE				<input type="checkbox"/> RENTAL VALUE	\$
	<input checked="" type="checkbox"/> WIND				<input type="checkbox"/> BLANKET BUILDING	\$
	<input type="checkbox"/> FLOOD				<input type="checkbox"/> BLANKET PERS PROP	\$
	<input checked="" type="checkbox"/> Flood				<input checked="" type="checkbox"/> BLANKET BLDG & PP	\$
	<input checked="" type="checkbox"/> Earthquake					\$ 25,000,000
A	<input checked="" type="checkbox"/> INLAND MARINE CAUSES OF LOSS	TYPE OF POLICY	04/01/2020	04/01/2021	<input checked="" type="checkbox"/>	\$ 12,317,904
	<input type="checkbox"/> NAMED PERILS	POLICY NUMBER				\$
	<input type="checkbox"/> CRIME	AMR-36901-06				\$
	TYPE OF POLICY				\$	
B	<input checked="" type="checkbox"/> BOILER & MACHINERY / EQUIPMENT BREAKDOWN	76436147	04/01/2020	04/01/2021		\$ 100,000,000
C	Terrorism - Certified Acts	UTS2512292.20	04/01/2020	04/01/2021		\$ 5,000,000

SPECIAL CONDITIONS / OTHER COVERAGES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Certificate of Insurance issued with respect to Loan Agreement for F-15A Aircraft, S/N #75-004, Replacement Value is \$21,000. Building/Contents coverage are provided on a Replacement Cost basis & BI/EE is Actual Loss sustained. No Co-Insurance penalty applies.

<b>CERTIFICATE HOLDER</b>  National Museum of the United State Air Force 1100 Spaatz Street  WrightPatterson AFB OH 45433-7102	<b>CANCELLATION</b>  SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE  
---	---

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AGENCY CUSTOMER ID: 00001966

LOC #: \_\_\_\_\_



**ADDITIONAL REMARKS SCHEDULE**

Page \_\_\_\_ of \_\_\_\_

AGENCY Public Risk Insurance Advisors		NAMED INSURED Okaloosa County BOCC, DBA: Okaloosa County Board of County Commissioners	
POLICY NUMBER			
CARRIER	NAIC CODE	EFFECTIVE DATE:	

**ADDITIONAL REMARKS**

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,

FORM NUMBER: 24 FORM TITLE: Certificate of Property Insurance

Certain Underwriters at Lloyd's - AMR3690106  
 Indian Harbor Insurance Company - AMP75246106  
 QBE Specialty Insurance Co - MSP1229009  
 Steadfast Insurance Company - CPP985357609  
 General Security Indemnity Company of Arizona - 10T029659046132005  
 United Specialty Insurance Company - US11531605  
 Lexington Insurance Company - LEX08429931105  
 Safety Specialty Insurance Company - SS11071002  
 HDI Global Specialty SE - HAN1457905  
 Old Republic Union Insurance Company - ORAMPR00427902

Deductibles:  
 All Other Peril: \$50,000  
 NS Wind/Hail: 5% Per Occurrence, Per Location, subject to \$100,000 Minimum Per Occurrence, Maximum \$5,000,000  
 All Other Wind/Hail: \$50,000  
 Flood: \$100,000, except Maximum NFIP, whether purchased or not, for Locations in Zones prefixed with A or V; or within Zone B, X500 or X Shaded, Plus \$100,000, Per Occurrence  
 Earth Movement: \$50,000

Named Storm Sub-limit: \$100,000,000

30-day notice of cancellation, except 10 days for non-payment of premium or material misstatement.

Policy Form - Special Form including windstorm/flood/quake.

Leased Premises Improvements & Betterments Included

## INSTRUCTIONS FOR COMPLETING THE STATIC DISPLAY LOAN RENEWAL PACKAGE

1. **LOAN AGREEMENT:** Review, sign and date the Acceptance Statement located on page six of the loan agreement. The Loan Agreement must be signed by the individual authorized to obligate the organization.

**NOTE: No changes are authorized to be made to the Loan Agreement. Any changes made will automatically void the Agreement.** Return the entire document, excluding Attachments 1&2.

2. **INVENTORY REPORT:** Complete a physical inspection of each item, verifying the nomenclature against the attached inventory report. Please annotate any discrepancies such as additions (munitions that are attached to the aerospace vehicles), shortages, damage or deterioration. Upon completion of the physical inspection, sign and date the Certification Statement at the bottom of the inventory.

3. **POINT OF CONTACT INFORMATION SHEET:** Review the Point of Contact Information sheet and make pen and ink changes only to correct the information, **do not retype**. Explanations of several items on the Point of Contact Information Sheet are listed below:

- The Historical Property Custodian: The individual authorized to obligate the organization is the Historical Property Custodian (no exceptions).
- Primary Point of Contact, Title Primary Point of Contact & Primary Phone Number: This is the individual that you want to receive any correspondence from the National Museum of the USAF and can answer any questions in reference to the items on loan. This individual may be different from the Historical Property Custodian.
- Email Address: This is the email address for all correspondence.

4. **PHOTO REQUIREMENT:** Provide a CD containing current digital images saved in JPG format. No hard copies, videos, movies, PowerPoints, etc will be accepted.

Images must contain:

- General view of the **whole aircraft/missile in its entirety, taken from both left and right sides** to include sufficient detail to show the overall condition and tail number for the airframe. No section or angle shots. Images for all other artifacts will be of sufficient detail to insure positive identification of each object.
- Any damage to the item (e.g. corrosion, insect/animal infestation, paint chipping or fading, broken or cracked canopies or windows). Provide both close up, detailed views and wide angle views (where appropriate).
- Any armaments or munitions attached to items on loan; images should show sufficient detail to ensure positive identification of each object (if applicable).
- If aircraft/missile has been reconfigured, a photograph of the sign is required. See paragraph 13 of the Loan Agreement for sign requirement.

5. **INSURANCE:** Provide proof of insurance to include name of carrier, limits of liability and period of coverage (copy of binder). For insurance purposes the Government appraised value of the item(s) on loan to your organization is noted on the inventory report in the column labeled "Value".

- For self-insured organizations, proof shall constitute of a written and signed statement attesting to ability to reimburse for full replacement value will be provided each year. **Document must be dated.**

6. **RETURN CHECKLIST:** Complete return check list.

## CONTRACT, LEASE, AGREEMENT CONTROL FORM

Date: 03/05/2020

Contract/Lease Control #: C11-1859-AP

Procurement#: NA

Contract/Lease Type: AGREEMENT

Award To/Lessee: NATIONAL MUSEUM OF USAF

Owner/Lessor: OKALOOSA COUNTY

Effective Date: 04/01/2018

Expiration Date: 03/31/2021

Description of LOAN AGREEMENT #SDA0398 FOR F-15 STATIC DISPLAY

Department: AP

Department Monitor: STAGE

Monitor's Telephone #: 850-651-7160

Monitor's FAX # or E-mail: TSTAGE@MYOKALOOSA.COM

Closed:

Cc: BCC RECORDS

**NATIONAL MUSEUM OF THE UNITED STATES AIR FORCE (NMUSAF)  
STATIC DISPLAY LOAN PROGRAM**

**2020 LOAN AGREEMENT, SDA0398**

**1.0. Parties.** The United States of America or "the Government," represented by the National Museum of the United States Air Force (NMUSAF), and collectively referred to hereinafter as "the Lender," hereby establishes with the **OKALOOSA COUNTY** hereinafter called "the Borrower," incorporated and operating under the laws of the State/Country of **FL** and located at **SHALIMAR**, a Loan Agreement hereinafter called "the Agreement" for U.S. Air Force (USAF) historical property. This Agreement is entered pursuant to Public Law 80-421 [10 United States Code (USC) §2572], and any amendments thereto, and is effective for the period commencing 1 April 2020 and ending 31 March 2021. This Agreement is not transferable.

**2.0. Borrower Obligations/Costs.** The Borrower has applied, in writing, for the loan of USAF historical property, and hereby agrees to be responsible for all arrangements and, in accordance with 10 USC §2572, is required to pay all costs, charges and expenses incident to the loan of this property, including, but not limited to, the cost of preparation, demilitarization, hazardous material removal, disassembly, packing, crating, handling, maintenance, repair, restoration, transportation and all other actions incidental to the use and/or movement of the loaned property to or from the Borrower's location.

**3.0. Loaned Property.** The NMUSAF shall loan to the Borrower the historical property identified in the inventory report, which has been included in the loan package and is incorporated into this Agreement by reference as if fully rewritten herein (hereinafter the "Property"). The Borrower accepts the Property on an "as is, where is" basis, and the Lender makes no warranties, expressed or implied, as to the Property's condition, fitness for any particular purpose, or other warranty of any kind.

**4.0 Loan Conditions.**

**4.1.** The Borrower agrees that the Property shall be used for static display purposes only. Loaned aerospace vehicles will not be flown or restored to flying condition under any circumstance, nor will they be licensed with the Federal Aviation Administration (FAA). The Borrower shall not remove any parts from loaned aircraft except as directed in paragraph 4.2. Relocation of the Property for temporary special events (parades, ceremonies, air shows, etc.) is not authorized under any circumstances. No decorations of any type, for any purpose (special event, seasonal display, ceremonies, etc.) are authorized to be displayed on any of the Property. The Property shall not be used in a manner that provides the appearance of endorsement by the USAF of any non-federal entity or political candidate, or the expression of a political viewpoint of any kind.

**4.2.** The Borrower agrees to allow the Lender to remove parts from loaned aerospace vehicles for the NMUSAF or military requirements, upon written direction from the NMUSAF. Such parts are generally internal in nature and removal or replacement should not alter the external aesthetic appearance of the aerospace vehicle.

**4.3.** The Borrower shall not part with possession of the Property or any component of the Property in any manner to any third party either directly or indirectly. The Borrower shall not enter into any negotiations with a third party regarding any future disposition of the loaned material, in whole or in part.

**4.4.** The Borrower agrees to all of the following: to use the Property in a careful and prudent manner; to not modify the Property in any manner, without prior written permission of the Lender, which would

alter the original form, design, or the historical significance of said Property; to perform routine maintenance to include (but not limited to) annual upkeep, periodic painting, tire inflation, repair of damage, day-to-day care and management of the Property, so as to provide an acceptable appearance and to not reflect negatively on the Lender; and to display and protect the Property in accordance with the instructions set forth in Attachments 1 and 2, which are incorporated into this Agreement by reference as if fully rewritten herein.

**4.5.** The Borrower agrees that any additions, modifications or alterations that improve the Property become part of said Property and are owned by the NMUSAF.

**4.6.** Interior access to loaned aerospace vehicles (cockpit, cargo areas, etc.) for purposes other than maintenance or restoration work by persons other than staff or authorized maintenance personnel is prohibited. This is to ensure not only the integrity and preservation of the aircraft, but more importantly, the safety and security of the public.

**5.0. Use as Security, Sale or Lease.** The Borrower agrees not to use the Property as security for any loan, and not to sell, lease, rent, lend or exchange the Property under any circumstances.

**6.0. Professional Photography.** The Borrower shall not make or allow the use of the Property for any commercial purpose, including, but not limited to, use of the Property for still photography, motion picture, television or video production, without prior written approval from the Lender. Casual photography or motion video created by visitors for personal or non-promotional use is permitted.

**7.0. Incident Reporting.** The Borrower shall within one (1) working day of discovery, notify the Lender of any instance of loss, damage or destruction of the Property.

**8.0. Title.** The Borrower shall obtain no interest in the Property by reason of this Agreement and title shall remain in the Lender at all times.

**9.0. Receipt, Custody & Liability.**

**9.1.** This Agreement shall be executed prior to the Borrower accepting physical custody of the Property or on or before 1 April 2020.

**9.2.** The Borrower agrees to provide a receipt to the Lender at the time it assumes physical custody of the Property (unless the Property is already in its possession).

**9.3.** The Borrower agrees that it is strictly liable for up to the full replacement value (FRV) of the Property, as identified in the inventory report, and to accept such liability upon assuming physical custody of the Property or execution of this Agreement, whichever occurs first.

**9.4.** The Borrower agrees that the FRV of the Property is as identified in the inventory report and waives any right to contest the FRV in any legal proceeding. In the event any item of the Property does not have an FRV identified in the inventory report, the FRV shall be determined at the sole discretion of the NMUSAF.

**9.5.** The Borrower agrees that if the Property, or any portion thereof, has been irreparably damaged, destroyed or stolen the NMUSAF may direct the Borrower to either replace the Property with an historical item of equal value to the satisfaction of the NMUSAF or require monetary reimbursement equaling the FRV. In the event of less than total loss to the Property, or any portion thereof, the Borrower agrees to repair/replace the damage to the Property to the satisfaction of the NMUSAF or reimburse the NMUSAF



for the full value of the damage, as determined by the NMUSAF. The election of a remedy under this subparagraph is at the sole discretion of the NMUSAF. This subparagraph is not intended to waive or limit the Government's rights and remedies, legal or equitable, and the Government reserves all such rights and remedies.

**9.6.** The Borrower agrees to place the Property on exhibit within ninety (90) days from the date it takes physical custody, or as otherwise mutually agreed upon.

#### **10.0. Borrowers Responsibilities.**

**10.1.** The Borrower agrees to the greatest extent permitted by **FL** Law to indemnify, hold harmless, and defend the Lender from and against all claims, demands, actions, liabilities, judgments, costs, and attorney's fees, arising out of, claimed on account of, or in any manner predicated upon personal injury, death, or property damage caused by or resulting from possession and/or use of the Property. Nothing herein shall be construed to waive or limit the federal Government's rights and remedies permitted by law.

**10.2.** The Borrower agrees to report, as requested, to the Lender on the condition and location of the Property. Further, the Borrower agrees to allow authorized Department of Defense representatives access to the Borrower's records and facilities to assure accuracy of information provided by the Borrower and compliance with the terms of this Agreement.

**10.3.** The Borrower agrees to return said Property to the Lender on termination of this Agreement or earlier, if it is determined that the Property is no longer required, at no expense to the Lender. In the event of a partial termination, the Borrower agrees to the return of all items of the Property subject to the partial termination, at no expense to the Lender.

#### **11.0. Initial Loan Agreement Requirements.**

**11.1.** The Borrower agrees to furnish the Lender a CD/DVD containing digital images of the Property within fifteen (15) days of taking physical possession of the Property. The image file name must be the accession number for that item (e.g. SD-2000-0123.JPG). For aircraft and ballistic missiles, images will include views showing all external surfaces including tail number and all accessible interior areas including instrument panels, avionics racks and equipment, aircrew, passenger, cargo and payload compartments, wheel wells, and bomb bays. Digital images for all other artifacts will be of sufficient detail to ensure positive identification of each object.

**11.2.** The Borrower shall arrange insurance coverage for the Property on an all-risk, wall-to-wall basis, at a minimum, for an amount that equals the total agreed upon FRV for all items in the inventory report, plus any additional amount to cover the inventory that does not have an identified FRV, so long as the Property remains in its possession. The Borrower further agrees to furnish the Lender proof of said insurance. For Borrowers with private insurance coverage, proof shall constitute a copy of the insurance certificate from the commercial provider, noting any deductible, and showing coverage up to the FRV of the Property and any additional coverage for Property that does not have an FRV identified in the inventory report. For self-insured organizations, proof shall constitute a written and signed statement attesting to its ability to reimburse the Government for the FRV of the Property (as identified in the inventory report and/or as determined by the NMUSAF).

## **12.0. Annual Loan Renewal Requirements.**

**12.1.** The Borrower agrees to furnish the Lender a CD/DVD containing current digital images of the Property. The image name must be the accession number for that item (e.g. SD-2000-0123.JPG). Digital images of aircraft and missiles will provide general views to include sufficient detail to show the overall condition and tail number of the airframe. Digital images for all other artifacts will be of sufficient detail to ensure positive identification of each object and its current condition.

**12.2.** The Borrower agrees to furnish a copy of the most recent annual financial statements to include revenue and expense reporting and a projected budget for the next operating year.

**12.3.** The Borrower agrees to furnish the Lender proof of insurance as required in subparagraph 11.2 for each renewal period.

**12.4.** The Borrower agrees to furnish a signed inventory as provided by the Lender with the annual renewal package, which accurately reflects the Property in its possession. Discrepancies in the inventory provided by the Lender shall be noted on the inventory report by the Borrower to the extent that such notes accurately reflect the current inventory held by the Borrower. In the event of a dispute, the Lender shall make the final determination of the current inventory on or near the renewal date and document the NMUSAF records accordingly.

## **13.0. Display/Maintenance Requirements.**

**13.1.** No aircraft will be renovated, reconfigured, painted, have markings changed, or tail number altered, or any parts added, removed, or replaced as part of a planned restoration effort without prior written approval from the NMUSAF.

**13.2.** The Borrower agrees that all aircraft, missiles and artifacts on display will have an identification sign adjacent to each display. For aircraft and missiles note the type, model, and serial number. If the aircraft or missile has been reconfigured, markings changed, or serial number altered after acquisition for display purposes, it will be stated on the sign and noted in all records as follows:

“The (item) on display is actually (nomenclature), Serial No. \_\_\_\_\_, but painted and marked to depict (nomenclature), Serial No. \_\_\_\_\_, assigned to the (Unit and/or person) in (location or theater) during (year).”

**13.3.** The sign will state that the item is part of the NMUSAF collection as follows:

"This (artifact/object) is on loan from the National Museum of the United States Air Force."

**13.4.** For aircraft on which the serial number has been altered for display purposes with prior written approval, the mission, design and series (e.g. F-100C or F-4C) along with the original serial number will be stenciled in two inch letters using contrasting paint colors on the fuselage under the horizontal stabilizers.

**13.5.** All record keeping will reflect the true serial number.

#### **14.0. Radioactive Components.**

**14.1.** Completion of Section 2 of Air Force Form 3580, (USAF Museum Aerospace Vehicle Static Display Acceptance Condition and Safety Certificate), or comparable certification indicating that a complete radioactive material survey has been accomplished shall be included in the official file.

**14.2.** In accordance with Attachment 1, (“NMUSAF Loan and Static Display Programs’ Instructions for Preparation and Maintenance of Aerospace Vehicles”), if radioactive items are determined to have been installed or reinstalled during later inspections, the Borrower will pay the cost of removal of the radioactive items and any decontamination required.

#### **15.0. Loan Termination.**

**15.1.** The Borrower agrees to return said Property to the NMUSAF on termination of this Agreement or earlier, if it is determined that the Property is no longer required, at no expense to the NMUSAF.

**15.2. The failure of the Borrower to observe any of the conditions set forth in this Agreement and Attachments 1 and 2 thereto shall be sufficient cause for the Lender to terminate the loan and repossess the Property.** Repossession of all or any part of the Property by the Lender shall be made at no cost to the Government; the Borrower shall be responsible for paying all maintenance, freight, storage, crating, handling, transportation and other costs or charges attributable to such repossession.

**15.3.** In the event the loan is terminated for any reason, the provisions of this Agreement will remain in effect until all of the Property, or in the event of a partial termination that portion of the Property at issue, has been relocated and in a condition that is satisfactory to the NMUSAF.

**15.4.** Termination of the loan and subsequent repossession of all or any part of the Property at the option of the Borrower shall require no less than thirty (30) days advance notice to the Lender in writing. This requirement may be waived by the Lender only through the provision of a written waiver to the Borrower prior to the return of the Property.

**15.5.** The Lender reserves the right not to renew this Agreement, in all or part, and to recall the Property if required by the Lender to meet the requirements of the NMUSAF, Wright-Patterson AFB, OH or for other military requirements. The Lender will provide a written thirty (30) day notice of intent to recall to the Borrower. In the event of recall, movement of the recalled Property from the Borrower's site will be accomplished at the Lender's expense.

**16.0. Dispute Resolution.** In the event a dispute arises between the parties over the terms and conditions of this Agreement reasonable attempts will be undertaken to resolve the matter through negotiation between the parties or persons appointed, in writing, by the parties. This Agreement shall be construed and interpreted in accordance with federal law. If any provision herein is held unlawful or otherwise unenforceable by the Court any remaining provisions shall be considered divisible and remain in full force and effect. In the further event that negotiations fail to reach a resolution, the parties agree that the Federal District Court for the Southern District of Ohio, at Dayton, Ohio, will be the exclusive venue for resolving such disputes.

Executed on behalf of the NMUSAF, this Fifteenth Day of January 2020, at Wright-Patterson AFB Ohio.

By: *Melissa Shaw*  
MELISSA SHAW

Title: Community Static Display Program Administrator

Agency: National Museum of the United States Air Force

Address: NMUSAF/MUC  
1100 Spaatz St  
Wright-Patterson AFB OH 45433-7102

Telephone: (937) 255-8839 Fax Number: (937) 656-4081

Email: melissa.shaw@us.af.mil

**ACCEPTANCE**

The Borrower, through its authorized representative, hereby accepts responsibility of the Property subject to the terms and conditions contained in this Agreement set forth above. The Borrower certifies that they have read, understand and acknowledge that concealing a material fact and/or making a fraudulent statement in dealing with the federal government may constitute a violation of federal law in accordance with 18 USC §1001.

**MAR 03 2020**

Executed on behalf of the Borrower this \_\_\_\_\_ day of \_\_\_\_\_ 2020, at \_\_\_\_\_.

Okaloosa County  
(Name of Borrower/Organization)

By:   
(Signature)



Robert A. "Trey" Goodwin III, Chairman  
(Typed or Printed Name & Title)

Address: 1250 N. Eglin Parkway, Suite 100  
Shalimar, FL 32579

Telephone: 850-651-7105 Fax Number: 850-651-7142  
Email: rgoodwin@myokaloosa.com

NATIONAL MUSEUM of the U.S. AIR FORCE  
INVENTORY REPORT


Loan Account Number SDA0398

09-Jan-20

RCS: HAF-HO(A) 880

ACCESSION #	NOMENCLATURE	Value
SD-2009-0002	AIRCRAFT, F-15A(GF), 75-0044	\$21,000

I certify that the above listed items shown on Pages 1 through 1  
have been accounted for with any discrepancies so noted.

Signature: 

(Historical Property Custodian)

MAR 03 2020

(Date)

Robert A. "Trey" Goodwin III

Typed or Printed Name

Chairman, BOCC

Typed or Printed Title

# 2020 POINT OF CONTACT INFORMATION SHEET

ACCOUNT NUMBER	SDA0398
CITY/ORGANIZATION NAME	OKALOOSA COUNTY
MAILING ADDRESS	1250 N EGLIN SKWY, SUITE 100
CITY	SHALIMAR
STATE/COUNTRY	FL
ZIP CODE	32579
PHYSICAL LOCATION OF ITEM	Destin-Fort Walton Beach Airport, 1701 State Rd 85 North
HISTORICAL PROPERTY CUSTODIAN	<del>MR CHARLES K WINDES, JR</del> Mr. Robert A. "Trey" Goodwin III
TITLE, HISTORICAL PROPERTY CUSTODIAN	CHAIR, OKALOOSA COUNTY BOARD
PRIMARY POINT OF CONTACT	MR TRACY STAGE
TITLE PRIMARY POINT OF CONTACT	AIRPORT DIRECTOR
PRIMARY PHONE NUMBER	850-651-7160 (Airport)
ALTERNATE PHONE NUMBER	850-651-7105 (County Board Ofc)
PRIMARY FAX NUMBER	850-651-7164 (Airport)
EMAIL ADDRESS	tstage@myokaloosa.com



**PROCUREMENT/CONTRACT/LEASE  
INTERNAL COORDINATION SHEET**

Procurement/Contract/Lease Number: C11-1859-AP Tracking Number: 3764-20  
Procurement/Contractor/Lessee Name: F15 Static Display Grant Funded: YES \_\_\_ NO X  
Purpose: NMUSAE Static Display Loan Program  
Date/Term: 3-31-21  
Department #: A  
Account #: A  
Amount: A  
Department: AP Dept. Monitor Name: Stage

1.  GREATER THAN \$100,000  
2.  GREATER THAN \$50,000  
3.  \$50,000 OR LESS

**Purchasing Review**

Procurement or Contract/Lease requirements are met:  
DeRita Mason Date: 2-5-2020  
Purchasing Manager or designee Jeff Hyde, DeRita Mason, Jessica Darr, Angela Etheridge

**2CFR Compliance Review (if required)**

Approved as written: NO Federal Ord Grant Name: \_\_\_\_\_  
\_\_\_\_\_  
Grants Coordinator Danielle Garcia Date: \_\_\_\_\_

**Risk Management Review**

Approved as written: see email attached Date: 2-5-2020  
\_\_\_\_\_  
Risk Manager or designee Edith Gibson or Karen Donaldson

**County Attorney Review**

Approved as written: see email attached Date: 2-7-2020  
\_\_\_\_\_  
County Attorney Lynn Hoshihara, Kerry Parsons or Designee

**Department Funding Review**

Department funding confirmed: \_\_\_\_\_  
Date: \_\_\_\_\_

**DeRita Mason**

---

**From:** Karen Donaldson  
**Sent:** Wednesday, February 5, 2020 3:28 PM  
**To:** DeRita Mason  
**Subject:** RE: F-15 Renewal Loan Agreement for Coordination

DeRita

This is approved by risk management – insurance has been verified that it is in place and meets contract requirements.

Thank you

*Karen Donaldson*

Karen Donaldson  
Public Records and Contracts Specialist  
Okaloosa County Risk Management  
302 N Wilson Street, Suite 301  
Crestview, Fl. 32536  
850.683.6207  
[KDonaldson@myokaloosa.com](mailto:KDonaldson@myokaloosa.com)



*Please note: Due to Florida's very broad public records laws, most written communications to or from county employees regarding county business are public records, available to the public and media upon request. Therefore, this written e-mail communication, including your e-mail address, may be subject to public disclosure.*

---

**From:** DeRita Mason <[dmason@myokaloosa.com](mailto:dmason@myokaloosa.com)>  
**Sent:** Wednesday, February 5, 2020 10:43 AM  
**To:** 'Parsons, Kerry' <[KParsons@ngn-tally.com](mailto:KParsons@ngn-tally.com)>  
**Cc:** Lynn Hoshihara <[lhoshihara@myokaloosa.com](mailto:lhoshihara@myokaloosa.com)>; Karen Donaldson <[kdonaldson@myokaloosa.com](mailto:kdonaldson@myokaloosa.com)>  
**Subject:** FW: F-15 Renewal Loan Agreement for Coordination

Please review the attached.

Thank you,

DeRita Mason



**DeRita Mason**

---

**From:** Parsons, Kerry <KParsons@ngn-tally.com>  
**Sent:** Friday, February 7, 2020 1:18 PM  
**To:** DeRita Mason  
**Cc:** Lynn Hoshihara; Karen Donaldson  
**Subject:** RE: F-15 Renewal Loan Agreement for Coordination

This is approved for legal purposes.

**Kerry A. Parsons, Esq.**



1500 Mahan Dr. Ste. 200  
Tallahassee, FL 32308  
T. (850) 224-4070  
[Kparsons@ngn-tally.com](mailto:Kparsons@ngn-tally.com)

*The information contained in this e-mail message is intended for the personal and confidential use of the recipient(s) named above. This message and its attachments may be an attorney-client communication and, as such, is privileged and confidential. If the reader of this message is not the intended recipient or an agent responsible for delivering it to the intended recipient, you are hereby notified that you have received this document in error and that any review, dissemination, distribution, or copying of this message is strictly prohibited. If you have received this communication in error, please notify us immediately by telephone or e-mail and delete the original message. Thank you!*

**From:** DeRita Mason <dmason@myokaloosa.com>  
**Sent:** Wednesday, February 5, 2020 11:43 AM  
**To:** Parsons, Kerry <KParsons@ngn-tally.com>  
**Cc:** Lynn Hoshihara <lhoshihara@myokaloosa.com>; Karen Donaldson <kdonaldson@myokaloosa.com>  
**Subject:** FW: F-15 Renewal Loan Agreement for Coordination

Please review the attached.

Thank you,

DeRita Mason



DeRita Mason  
Contracts and Lease Coordinator  
Okaloosa County Purchasing Department  
5479A Old Bethel Road

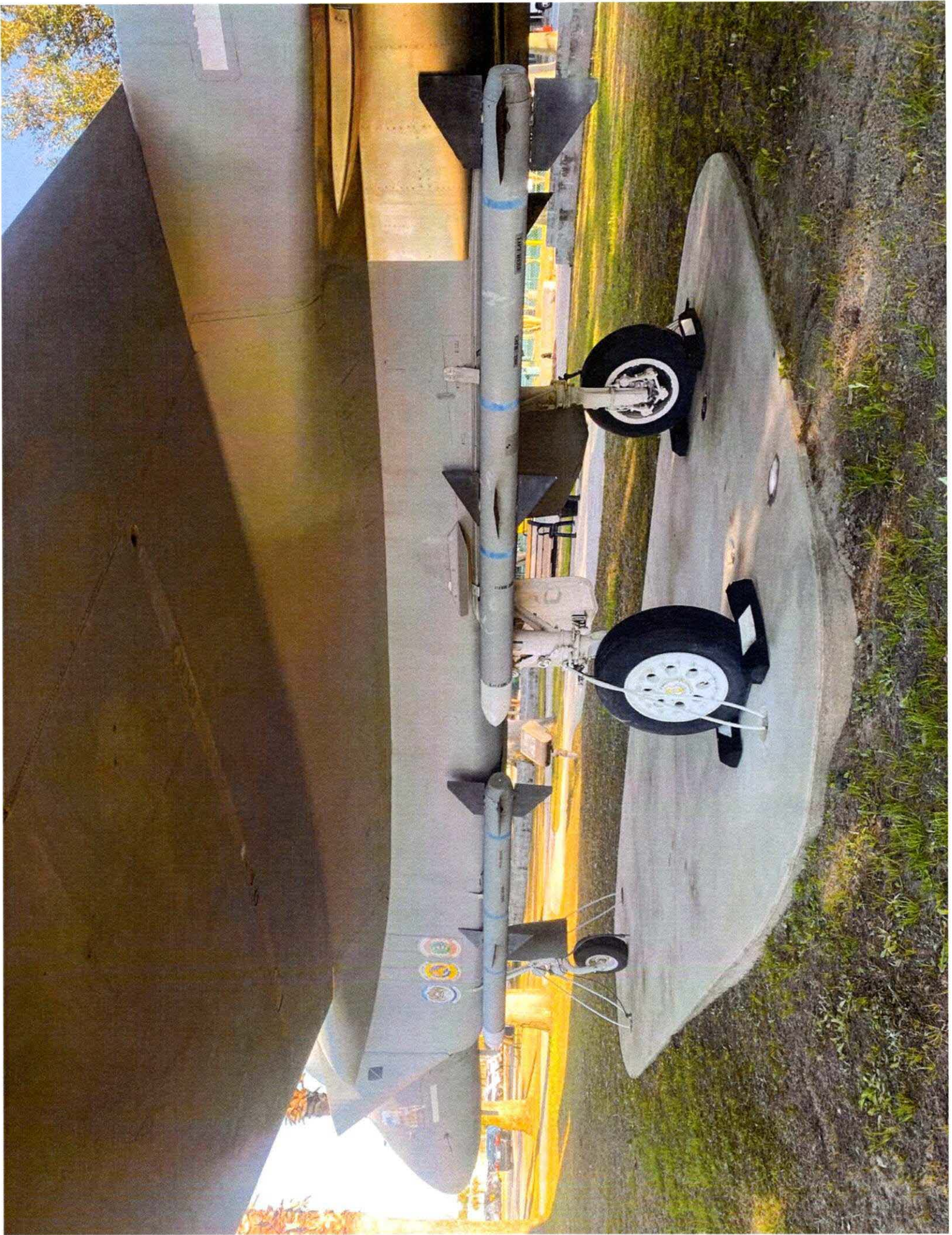




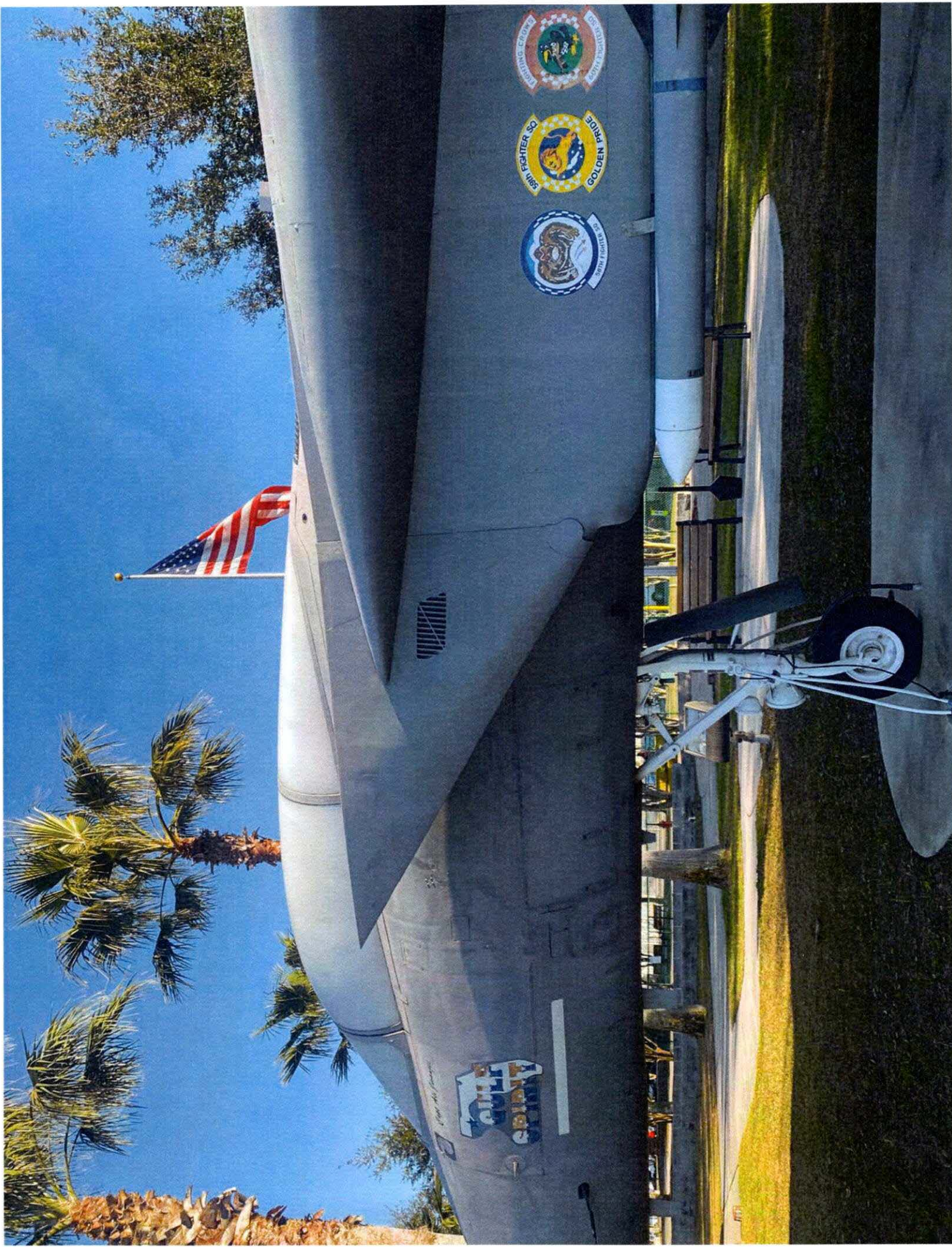
















**BRIEF HISTORY OF THE 33d FIGHTER WING  
F-15 EAGLE**

"From The Clouds" has been the battle cry of the 33d Fighter Wing since January 1941, when it activated as the 33d Pursuit Group at Mitchell Field, New York. From there, the unit deployed to fight campaigns during World War II in North Africa, the Mediterranean, China, India, and Burma.

Throughout the years, the wing has operated at various locations and flown many different airplanes, earning the nickname "Nomads." In 1965, the 33d Tactical Fighter Wing arrived at Eglin Air Force Base, Florida, operating the F-4 Phantom until transitioning to the F-15 Eagle in 1979. In 1992, the unit was re-designated the 33d Fighter Wing.

The F-15 Eagle proudly served the 33d Fighter Wing for more than 30 years at Eglin AFB and played a prominent role in national security. The Nomads participated in every major contingency operation from 1983 to 2009, providing air superiority at home and abroad. Most notably, during Operation DESERT STORM, the Nomads led all coalition units with 16 aerial victories.

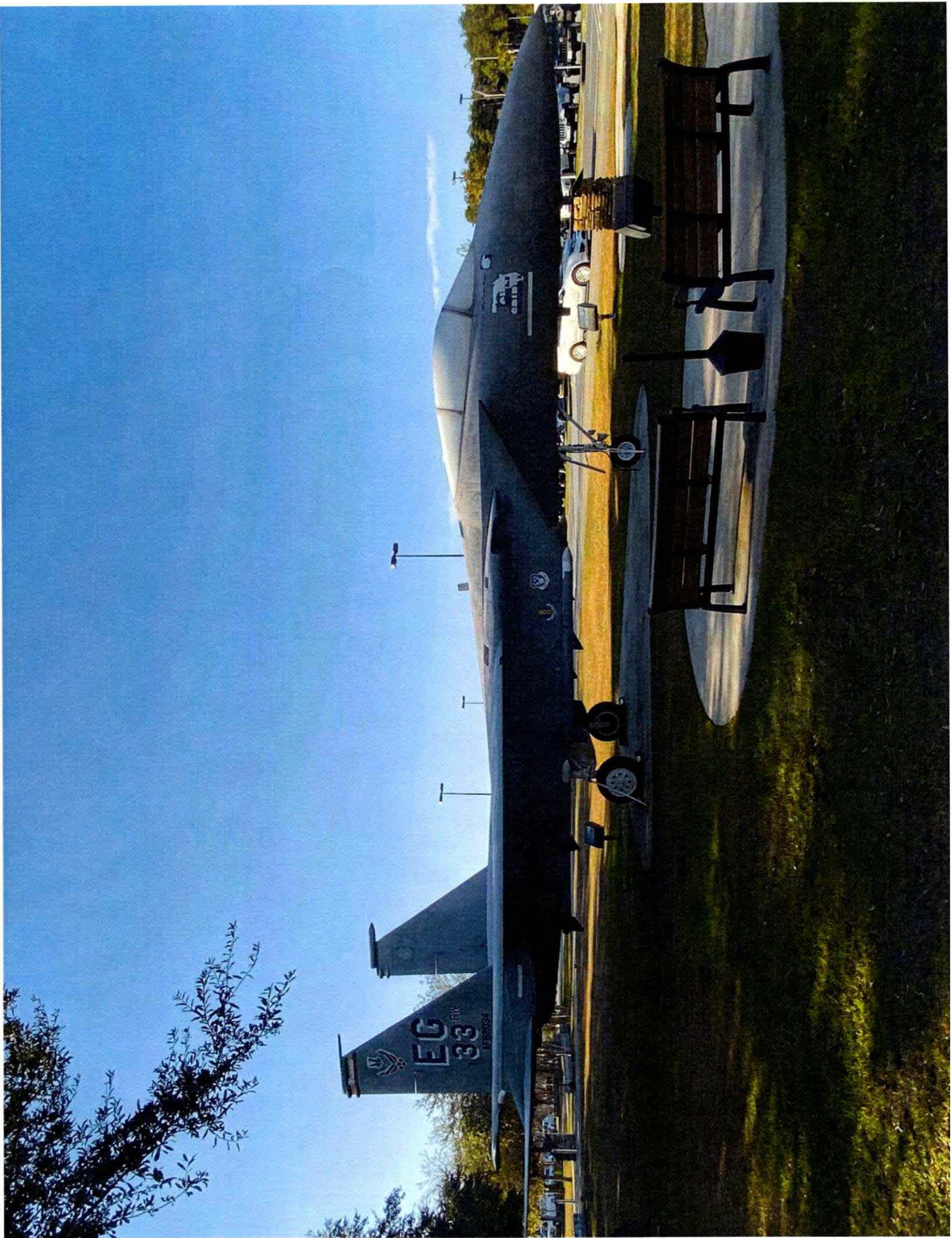
The F-15 Eagle on display is F-15A, Serial No. 75-0044, but painted and marked to depict F-15C, Serial No. 82-0034, flown by the 58th Fighter Squadron, 33d Fighter Wing from 2005-2009, and assigned to Captain Ali Jivanjee who tragically lost his life during a mission over the Gulf of Mexico on 20 Feb 2008.

*This aircraft is on loan from the National Museum of the United States Air Force.*

Okaloosa County operates the Northwest Florida Regional Airport (VPS) on land leased from Eglin AFB with the mission of providing quality commercial air transportation services for active duty service members, dependents, related businesses, and the civilian community. The entire region has benefited from this partnership since 1957 and the innovative approach of sharing an airfield has strengthened the community while complementing the area's military bases.











# CERTIFICATE OF PROPERTY INSURANCE

DATE (MM/DD/YYYY):  
05/14/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

<b>PRODUCER</b> Public Risk Insurance Advisors P. O. Box 2416  Daytona Beach FL 32115		<b>CONTACT NAME:</b> Brittany O'Brien <b>PHONE (A/C No. Ext):</b> (386) 252-6176 <b>FAX (A/C. No):</b> (386) 239-4049 <b>EMAIL ADDRESS:</b> <b>PRODUCER CUSTOMER ID:</b> 00001966															
<b>INSURED</b> Okaloosa County BOCC, DBA: Okaloosa County Board of County Commissioners 5479 B Old Bethel Road Crestview FL 32536		<table border="1"> <thead> <tr> <th>INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A : AmRisc</td> <td></td> </tr> <tr> <td>INSURER B : Federal Insurance Company</td> <td>20281</td> </tr> <tr> <td>INSURER C : Lloyds of London</td> <td></td> </tr> <tr> <td>INSURER D :</td> <td></td> </tr> <tr> <td>INSURER E :</td> <td></td> </tr> <tr> <td>INSURER F :</td> <td></td> </tr> </tbody> </table>		INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A : AmRisc		INSURER B : Federal Insurance Company	20281	INSURER C : Lloyds of London		INSURER D :		INSURER E :		INSURER F :	
INSURER(S) AFFORDING COVERAGE	NAIC #																
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INSURER C : Lloyds of London																	
INSURER D :																	
INSURER E :																	
INSURER F :																	

**COVERAGES**      **CERTIFICATE NUMBER:** CP1951400733      **REVISION NUMBER:**

LOCATION OF PREMISES / DESCRIPTION OF PROPERTY (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

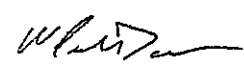
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YYYY)	POLICY EXPIRATION DATE (MM/DD/YYYY)	COVERED PROPERTY	LIMITS	
A	<input checked="" type="checkbox"/> PROPERTY	AMR-36901-05 (See Attached)	04/01/2019	04/01/2020	<input checked="" type="checkbox"/> BUILDING	\$ 100,000,000	
	CAUSES OF LOSS				DEDUCTIBLES	<input checked="" type="checkbox"/> PERSONAL PROPERTY	\$ Included
	BASIC				BUILDING	<input checked="" type="checkbox"/> BUSINESS INCOME	\$ 2,000,000
	BROAD				CONTENTS	<input checked="" type="checkbox"/> EXTRA EXPENSE	\$ Included
	<input checked="" type="checkbox"/> SPECIAL					RENTAL VALUE	\$
	<input checked="" type="checkbox"/> EARTHQUAKE					BLANKET BUILDING	\$
	<input checked="" type="checkbox"/> WIND					BLANKET PERS PROP	\$
	<input checked="" type="checkbox"/> FLOOD					BLANKET BLDG & PP	\$
A	<input checked="" type="checkbox"/> INLAND MARINE	TYPE OF POLICY	04/01/2019	04/01/2020	<input checked="" type="checkbox"/>	\$ 15,634,812	
	CAUSES OF LOSS	POLICY NUMBER				\$	
	NAMED PERILS	AMR-36901-05				\$	
	CRIME					\$	
B	<input checked="" type="checkbox"/> BOILER & MACHINERY / EQUIPMENT BREAKDOWN	7643-61-47	04/01/2019	04/01/2020		\$ 100,000,000	
						\$	
C	Terrorism - Certified Acts	UTS2512292.19	04/01/2019	04/01/2020		\$ 5,000,000	
						\$	

**SPECIAL CONDITIONS / OTHER COVERAGES** (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Certificate of Insurance issued with respect to Loan Agreement for F-15A Aircraft, S/N #75-004, Replacement Value is \$21,000. Building/Contents coverage are provided on a Replacement Cost basis &amp; BI/EE is Actual Loss sustained. No Co-Insurance penalty applies.

**CERTIFICATE HOLDER****CANCELLATION**

United States Air Force Heritage Program National Museum of the U.S. 110 Spaatz Street  WrightPatterson AFB OH 45433-7102	<p>SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.</p> <p>AUTHORIZED REPRESENTATIVE</p> 
--	--

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## INSTRUCTIONS FOR COMPLETING THE STATIC DISPLAY LOAN RENEWAL PACKAGE

1. **LOAN AGREEMENT:** Review, sign and date the Acceptance Statement located on page six of the loan agreement. The Loan Agreement must be signed by the individual authorized to obligate the organization.

**NOTE: No changes are authorized to be made to the Loan Agreement. Any changes made will automatically void the Agreement.** Return the entire document, excluding Attachments 1&2.

2. **INVENTORY REPORT:** Complete a physical inspection of each item, verifying the nomenclature against the attached inventory report. Please annotate any discrepancies such as additions (munitions that are attached to the aerospace vehicles), shortages, damage or deterioration. Upon completion of the physical inspection, sign and date the Certification Statement at the bottom of the inventory.

3. **POINT OF CONTACT INFORMATION SHEET:** Review the Point of Contact Information sheet and make pen and ink changes only to correct the information, **do not retype**. Explanations of several items on the Point of Contact Information Sheet are listed below:

- **The Historical Property Custodian:** The individual authorized to obligate the organization is the Historical Property Custodian (no exceptions).
- **Primary Point of Contact, Title Primary Point of Contact & Primary Phone Number:** This is the individual that you want to receive any correspondence from the National Museum of the USAF and can answer any questions in reference to the items on loan. This individual may be different from the Historical Property Custodian.
- **Email Address:** This is the email address for all correspondence.

4. **PHOTO REQUIREMENT:** Provide a CD containing current digital images saved in JPG format. No hard copies, videos, movies, PowerPoints, etc will be accepted.

Images must contain:

- General view of the **whole aircraft/missile in its entirety, taken from both left and right sides** to include sufficient detail to show the overall condition and tail number for the airframe. No section or angle shots. Images for all other artifacts will be of sufficient detail to insure positive identification of each object.
- Any damage to the item (e.g. corrosion, insect/animal infestation, paint chipping or fading, broken or cracked canopies or windows). Provide both close up, detailed views and wide angle views (where appropriate).
- Any armaments or munitions attached to items on loan; images should show sufficient detail to ensure positive identification of each object (if applicable).
- If aircraft/missile has been reconfigured, a photograph of the sign is required. See paragraph 13 of the Loan Agreement for sign requirement.

5. **INSURANCE:** Provide proof of insurance to include name of carrier, limits of liability and period of coverage (copy of binder). For insurance purposes the Government appraised value of the item(s) on loan to your organization is noted on the inventory report in the column labeled "Value".

- For self-insured organizations, proof shall constitute of a written and signed statement attesting to ability to reimburse for full replacement value will be provided each year. **Document must be dated.**

6. **RETURN CHECKLIST:** Complete return check list.

## CONTRACT, LEASE, AGREEMENT CONTROL FORM

Date: 03/09/2018

Contract/Lease Control #: C11-1859-AP

Procurement #: NA

Contract/Lease Type: AGREEMENT

Award To/Lessee: NATIONAL MUSEUM OF THE USAF

Owner/Lessor: OKALOOSA COUNTY

Effective Date: 04/01/2018

Expiration Date: 03/31/2019

Description of Contract/Lease: LOAN AGREEMENT #SDA0398 FOR F-15 STATIC DISPLAY

Department: AP

Department Monitor: STAGE

Monitor's Telephone #: 850-651-7160

Monitor's FAX # or E-mail: TSTAGE@CO.OKALOOSA.FL.US

Closed:

Cc: Finance Department Contracts & Grants Office

## CONTRACT, LEASE, AGREEMENT CONTROL FORM

Date: 02/21/2019

Contract/Lease Control #: C11-1859-AP

Procurement#: NA

Contract/Lease Type: AGREEMENT

Award To/Lessee: NATIONAL MUSEUM OF THE USAF

Owner/Lessor: OKALOOSA COUNTY

Effective Date: 04/01/2018

Expiration Date: 03/31/2020

Description of Contract/Lease: LOAN AGREEMENT #SDA0398 FOR F-15 STATIC DISPLAY

Department: AP

Department Monitor: STAGE

Monitor's Telephone #: 850-651-7160

Monitor's FAX # or E-mail: TSTAGE@MYOKALOOSA.COM

Closed:

Cc: Finance Department Contracts & Grants Office

**PROCUREMENT/CONTRACT/LEASE  
INTERNAL COORDINATION SHEET**

Procurement/Contract/Lease Number: C11-1859-AP Tracking Number: 3258-19  
Procurement/Contractor/Lessee Name: Nat'l Museum of US & F Grant Funded: YES \_\_\_ NO X  
Purpose: F-15 loan agreement renewal  
Date/Term: 3/31/2020  
Amount: N/A  
Department: AP  
Dept. Monitor Name: T. Stage

1.  GREATER THAN \$100,000  
2.  GREATER THAN \$50,000  
3.  \$50,000 OR LESS

**Purchasing Review**

Procurement or Contract/Lease requirements are met:  
[Signature] Date: 1/29/19  
Purchasing Manager or designee Jeff Hyde, DeRita Mason, Victoria Taravella

**2CFR Compliance Review (if required)**

Approved as written: N/A Grant Name: \_\_\_\_\_  
\_\_\_\_\_ Date: \_\_\_\_\_  
Grants Coordinator Danielle Garcia

**Risk Management Review**

Approved as written: see email Date: 2/1/19  
\_\_\_\_\_ Risk Manager or designee Laura Porter or Krystal King

**County Attorney Review**

Approved as written: see email Date: 2/1/19  
\_\_\_\_\_ County Attorney Gregory T. Stewart, Lynn Hoshihara, Kerry Parsons or Designee

Following Okaloosa County approval:

**Clerk Finance**

Document has been received: \_\_\_\_\_ Date: \_\_\_\_\_  
Finance Manager or designee

## Victoria Taravella

---

**From:** Parsons, Kerry <KParsons@ngn-tally.com>  
**Sent:** Friday, February 01, 2019 9:38 AM  
**To:** Victoria Taravella  
**Subject:** RE: C11-1859 Renewal

This is approved for legal and risk purposes.

**Kerry A. Parsons, Esq.**

**Nabors  
Giblin &  
Nickerson**  
PLA

1500 Mahan Dr. Ste. 200  
Tallahassee, FL 32308  
T. (850) 224-4070  
[kparsons@ngn-tally.com](mailto:kparsons@ngn-tally.com)

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---

**From:** Victoria Taravella <[vtaravella@myokaloosa.com](mailto:vtaravella@myokaloosa.com)>  
**Sent:** Tuesday, January 29, 2019 11:43 AM  
**To:** Parsons, Kerry <KParsons@ngn-tally.com>  
**Subject:** C11-1859 Renewal

Kerry,  
Please review the attached renewal for legal and risk purposes.  
Thank you,

*Victoria Taravella*

Contracts & Lease Coordinator  
Okaloosa County Purchasing Dept.  
5479A Old Bethel Road  
Crestview, FL 32536

[vtaravella@myokaloosa.com](mailto:vtaravella@myokaloosa.com)  
Phone: (850) 689-5960  
Fax: (850) 689-5970

*Please note: Due to Florida's very broad public records laws, most written communications to or from County employees regarding County business are public records, available to the public and media upon request. Therefore, this written e-mail communication, including your e-mail address, may be subject to public disclosure.*

**CAUTION:** This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.



# CERTIFICATE OF PROPERTY INSURANCE

DATE (MM/DD/YYYY)

1/29/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

If this certificate is being prepared for a party who has an insurable interest in the property, do not use this form. Use ACORD 27 or ACORD 28.

<b>PRODUCER</b> Public Risk Insurance Agency P. O. Box 2416  Daytona Beach FL 32115	<b>CONTACT NAME:</b> Brittany O'Brien <b>PHONE (A/C, No, Ext):</b> (386) 252-6176 <b>E-MAIL ADDRESS:</b> <b>PRODUCER CUSTOMER ID:</b> 00001966	<b>FAX (A/C, No):</b> (386) 239-4049
	<b>INSURER(S) AFFORDING COVERAGE</b>	
<b>INSURED</b> Okaloosa County BOCC, DBA: Okaloosa County Board of County Commissioners 5479 B Old Bethel Road Crestview FL 32536	<b>INSURER A:</b> AmRisc	
	<b>INSURER B:</b> Federal Insurance Company	
	<b>INSURER C:</b> Loyds of London	
	<b>INSURER D:</b>	
	<b>INSURER E:</b>	
	<b>INSURER F:</b>	

**COVERAGES**

CERTIFICATE NUMBER: CP1861200704

REVISION NUMBER:

LOCATION OF PREMISES / DESCRIPTION OF PROPERTY (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YYYY)	POLICY EXPIRATION DATE (MM/DD/YYYY)	COVERED PROPERTY	LIMITS		
A	<input checked="" type="checkbox"/> PROPERTY	AMR-36901-04 (See attached)	4/1/2018	4/1/2019	<input checked="" type="checkbox"/> BUILDING	\$ 100,000,000		
	CAUSES OF LOSS				DEDUCTIBLES	<input checked="" type="checkbox"/> PERSONAL PROPERTY	\$ Included	
	<input type="checkbox"/> BASIC				BUILDING	<input checked="" type="checkbox"/> BUSINESS INCOME	\$ 2,000,000	
	<input type="checkbox"/> BROAD				CONTENTS	<input checked="" type="checkbox"/> EXTRA EXPENSE	\$ Included	
	<input checked="" type="checkbox"/> SPECIAL						RENTAL VALUE	\$
	<input checked="" type="checkbox"/> EARTHQUAKE						BLANKET BUILDING	\$
	<input checked="" type="checkbox"/> WIND						BLANKET PERS PROP	\$
	<input checked="" type="checkbox"/> FLOOD						BLANKET BLDG & PP	\$
	<input checked="" type="checkbox"/> INLAND MARINE	TYPE OF POLICY	4/1/2018	4/1/2019	<input checked="" type="checkbox"/> INLAND MARINE	\$ 12,462,205		
	CAUSES OF LOSS	POLICY NUMBER				\$		
	<input type="checkbox"/> NAMED PERILS	AMR-36901-04				\$		
	<input type="checkbox"/> CRIME					\$		
	TYPE OF POLICY				\$			
B	<input checked="" type="checkbox"/> BOILER & MACHINERY / EQUIPMENT BREAKDOWN	7643-61-47	4/1/2018	4/1/2019		\$ 100,000,000		
C	TERRORISM - CERTIFIED ACTS	UTS2512292.18	4/1/2018	4/1/2019		\$ 5,000,000		

SPECIAL CONDITIONS / OTHER COVERAGES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Certificate of Insurance issued with respect to Loan Agreement for F-15A Aircraft, S/N #75-004, Replacement Value is \$21,000. Building/Contents coverage are provided on a Replacement Cost basis & BI/EE is Actual Loss sustained. No Co-Insurance penalty applies.

**CERTIFICATE HOLDER****CANCELLATION**

United States Air Force Heritage Program  
 National Museum of the U.S. Air Force  
 ATTN: Melissa Shaw, Statis Display Prog  
 110 Spaatz Street  
 WrightPatterson AFB, OH 45433-7102

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Paul Dawson/CCARTE

## COMMENTS/REMARKS

Certain Underwriters at Lloyds: Policy # - AMR-36901-04  
Indian Harbor Insurance Company: Policy # - AMP7524561-04  
QBE Specialty Insurance Company: Policy # - MSP-12290-07  
Steadfast Insurance Company: Policy # - CPP9653576-07  
General Security Indemnity Company of AZ: Policy # - 10T029659-04613-18-03  
United Specialty Insurance Company: Policy # - USI-15316-03  
Lexington Insurance Company: Policy # - LEX-084299311-03  
Old Republic Union Insurance Company: Policy # - ORAMPR004279-00  
International Insurance Company of Hannover: Policy # - HAN14579-03  
Safety Specialty Insurance Company: Policy # - SSI10710-00

### Deductibles:

- All Other Perils \$50,000 except as per below
- Flood \$50,000 except: Maximum NFIP, whether purchased or not, for Locations in Zones prefixed with A or V; Plus \$100,000 per occurrence
- Earth Movement \$50,000
- NS Wind/Hail 3% Per Occurrence, Per Location, subject to a \$100,000 Minimum Per Occurrence and \$5,000,000 Maximum Per Occurrence
- AO Wind/Hail \$50,000

Coinsurance waived.

180 days Extended Period of Indemnity applies.

Named Storm Sub-limit: \$100,000,000  
Flood/Sewer Backup Sub-limit: \$2,500,000

90-day notice of cancellation, except 10 days for non-payment of premium or material misstatement.

The United States of America acting by and through the Secretary of the Air Force is listed as additional insured and loss payee.

Policy Form - Special Form including windstorm/flood/quake.

Leased Premises Improvements & Betterments Included.

NATIONAL MUSEUM OF THE UNITED STATES AIR FORCE (NMUSAF)  
STATIC DISPLAY LOAN PROGRAM

2019 LOAN AGREEMENT, SDA0398

**1.0. Parties.** The United States of America or "the Government," represented by the National Museum of the United States Air Force (NMUSAF), and collectively referred to hereinafter as "the Lender," hereby establishes with the OKALOOSA COUNTY hereinafter called "the Borrower," incorporated and operating under the laws of the State/Country of FL and located at CRESTVIEW, a Loan Agreement hereinafter called "the Agreement" for U.S. Air Force (USAF) historical property. This Agreement is entered pursuant to Public Law 80-421 [10 United States Code (USC) §2572], and any amendments thereto, and is effective for the period commencing 1 April 2019 and ending 31 March 2020. This Agreement is not transferable.

**2.0. Borrower Obligations/Costs.** The Borrower has applied, in writing, for the loan of USAF historical property, and hereby agrees to be responsible for all arrangements and, in accordance with 10 USC §2572, is required to pay all costs, charges and expenses incident to the loan of this property, including, but not limited to, the cost of preparation, demilitarization, hazardous material removal, disassembly, packing, crating, handling, maintenance, repair, restoration, transportation and all other actions incidental to the use and/or movement of the loaned property to or from the Borrower's location.

**3.0. Loaned Property.** The NMUSAF shall loan to the Borrower the historical property identified in the inventory report, which has been included in the loan package and is incorporated into this Agreement by reference as if fully rewritten herein (hereinafter the "Property"). The Borrower accepts the Property on an "as is, where is" basis, and the Lender makes no warranties, expressed or implied, as to the Property's condition, fitness for any particular purpose, or other warranty of any kind.

**4.0 Loan Conditions.**

**4.1.** The Borrower agrees that the Property shall be used for static display purposes only. Loaned aerospace vehicles will not be flown or restored to flying condition under any circumstance, nor will they be licensed with the Federal Aviation Administration (FAA). The Borrower shall not remove any parts from loaned aircraft except as directed in paragraph 4.2. Relocation of the Property for temporary special events (parades, ceremonies, air shows, etc.) is not authorized under any circumstances. No decorations of any type, for any purpose (special event, seasonal display, ceremonies, etc.) are authorized to be displayed on any of the Property. The Property shall not be used in a manner that provides the appearance of endorsement by the USAF of any non-federal entity or political candidate, or the expression of a political viewpoint of any kind.

**4.2.** The Borrower agrees to allow the Lender to remove parts from loaned aerospace vehicles for the NMUSAF or military requirements, upon written direction from the NMUSAF. Such parts are generally internal in nature and removal or replacement should not alter the external aesthetic appearance of the aerospace vehicle.

**4.3.** The Borrower shall not part with possession of the Property or any component of the Property in any manner to any third party either directly or indirectly. The Borrower shall not enter into any negotiations with a third party regarding any future disposition of the loaned material, in whole or in part.

**4.4.** The Borrower agrees to all of the following: to use the Property in a careful and prudent manner; to not modify the Property in any manner, without prior written permission of the Lender, which would



alter the original form, design, or the historical significance of said Property; to perform routine maintenance to include (but not limited to) annual upkeep, periodic painting, tire inflation, repair of damage, day-to-day care and management of the Property, so as to provide an acceptable appearance and to not reflect negatively on the Lender; and to display and protect the Property in accordance with the instructions set forth in Attachments 1 and 2, which are incorporated into this Agreement by reference as if fully rewritten herein.

**4.5.** The Borrower agrees that any additions, modifications or alterations that improve the Property become part of said Property and are owned by the NMUSAF.

**4.6.** Interior access to loaned aerospace vehicles (cockpit, cargo areas, etc.) for purposes other than maintenance or restoration work by persons other than staff or authorized maintenance personnel is prohibited. This is to ensure not only the integrity and preservation of the aircraft, but more importantly, the safety and security of the public.

**5.0. Use as Security, Sale or Lease.** The Borrower agrees not to use the Property as security for any loan, and not to sell, lease, rent, lend or exchange the Property under any circumstances.

**6.0. Professional Photography.** The Borrower shall not make or allow the use of the Property for any commercial purpose, including, but not limited to, use of the Property for still photography, motion picture, television or video production, without prior written approval from the Lender. Casual photography or motion video created by visitors for personal or non-promotional use is permitted.

**7.0. Incident Reporting.** The Borrower shall within one (1) working day of discovery, notify the Lender of any instance of loss, damage or destruction of the Property.

**8.0. Title.** The Borrower shall obtain no interest in the Property by reason of this Agreement and title shall remain in the Lender at all times.

**9.0. Receipt, Custody & Liability.**

**9.1.** This Agreement shall be executed prior to the Borrower accepting physical custody of the Property or on or before 1 April 2019.

**9.2.** The Borrower agrees to provide a receipt to the Lender at the time it assumes physical custody of the Property (unless the Property is already in its possession).

**9.3.** The Borrower agrees that it is strictly liable for up to the full replacement value (FRV) of the Property, as identified in the inventory report, and to accept such liability upon assuming physical custody of the Property or execution of this Agreement, whichever occurs first.

**9.4.** The Borrower agrees that the FRV of the Property is as identified in the inventory report and waives any right to contest the FRV in any legal proceeding. In the event any item of the Property does not have an FRV identified in the inventory report, the FRV shall be determined at the sole discretion of the NMUSAF.

**9.5.** The Borrower agrees that if the Property, or any portion thereof, has been irreparably damaged, destroyed or stolen the NMUSAF may direct the Borrower to either replace the Property with an historical item of equal value to the satisfaction of the NMUSAF or require monetary reimbursement equaling the FRV. In the event of less than total loss to the Property, or any portion thereof, the Borrower agrees to repair/replace the damage to the Property to the satisfaction of the NMUSAF or reimburse the NMUSAF

for the full value of the damage, as determined by the NMUSAF. The election of a remedy under this subparagraph is at the sole discretion of the NMUSAF. This subparagraph is not intended to waive or limit the Government's rights and remedies, legal or equitable, and the Government reserves all such rights and remedies.

9.6. The Borrower agrees to place the Property on exhibit within ninety (90) days from the date it takes physical custody, or as otherwise mutually agreed upon.

#### **10.0. Borrowers Responsibilities.**

10.1. The Borrower agrees to the greatest extent permitted by **FL** Law to indemnify, hold harmless, and defend the Lender from and against all claims, demands, actions, liabilities, judgments, costs, and attorney's fees, arising out of, claimed on account of, or in any manner predicated upon personal injury, death, or property damage caused by or resulting from possession and/or use of the Property. Nothing herein shall be construed to waive or limit the federal Government's rights and remedies permitted by law.

10.2. The Borrower agrees to report, as requested, to the Lender on the condition and location of the Property. Further, the Borrower agrees to allow authorized Department of Defense representatives access to the Borrower's records and facilities to assure accuracy of information provided by the Borrower and compliance with the terms of this Agreement.

10.3. The Borrower agrees to return said Property to the Lender on termination of this Agreement or earlier, if it is determined that the Property is no longer required, at no expense to the Lender. In the event of a partial termination, the Borrower agrees to the return of all items of the Property subject to the partial termination, at no expense to the Lender.

#### **11.0. Initial Loan Agreement Requirements.**

11.1. The Borrower agrees to furnish the Lender a CD/DVD containing digital images of the Property within fifteen (15) days of taking physical possession of the Property. The image file name must be the accession number for that item (e.g. SD-2000-0123.JPG). For aircraft and ballistic missiles, images will include views showing all external surfaces including tail number and all accessible interior areas including instrument panels, avionics racks and equipment, aircrew, passenger, cargo and payload compartments, wheel wells, and bomb bays. Digital images for all other artifacts will be of sufficient detail to ensure positive identification of each object.

11.2. The Borrower shall arrange insurance coverage for the Property on an all-risk, wall-to-wall basis, at a minimum, for an amount that equals the total agreed upon FRV for all items in the inventory report, plus any additional amount to cover the inventory that does not have an identified FRV, so long as the Property remains in its possession. The Borrower further agrees to furnish the Lender proof of said insurance. For Borrowers with private insurance coverage, proof shall constitute a copy of the insurance certificate from the commercial provider, noting any deductible, and showing coverage up to the FRV of the Property and any additional coverage for Property that does not have an FRV identified in the inventory report. For self-insured organizations, proof shall constitute a written and signed statement attesting to its ability to reimburse the Government for the FRV of the Property (as identified in the inventory report and/or as determined by the NMUSAF).

## **12.0. Annual Loan Renewal Requirements.**

**12.1.** The Borrower agrees to furnish the Lender a CD/DVD containing current digital images of the Property. The image name must be the accession number for that item (e.g. SD-2000-0123.JPG). Digital images of aircraft and missiles will provide general views to include sufficient detail to show the overall condition and tail number of the airframe. Digital images for all other artifacts will be of sufficient detail to ensure positive identification of each object and its current condition.

**12.2.** The Borrower agrees to furnish a copy of the most recent annual financial statements to include revenue and expense reporting and a projected budget for the next operating year.

**12.3.** The Borrower agrees to furnish the Lender proof of insurance as required in subparagraph 11.2 for each renewal period.

**12.4.** The Borrower agrees to furnish a signed inventory as provided by the Lender with the annual renewal package, which accurately reflects the Property in its possession. Discrepancies in the inventory provided by the Lender shall be noted on the inventory report by the Borrower to the extent that such notes accurately reflect the current inventory held by the Borrower. In the event of a dispute, the Lender shall make the final determination of the current inventory on or near the renewal date and document the NMUSAF records accordingly.

## **13.0. Display/Maintenance Requirements.**

**13.1.** No aircraft will be renovated, reconfigured, painted, have markings changed, or tail number altered, or any parts added, removed, or replaced as part of a planned restoration effort without prior written approval from the NMUSAF.

**13.2.** The Borrower agrees that all aircraft, missiles and artifacts on display will have an identification sign adjacent to each display. For aircraft and missiles note the type, model, and serial number. If the aircraft or missile has been reconfigured, markings changed, or serial number altered after acquisition for display purposes, it will be stated on the sign and noted in all records as follows:

"The (item) on display is actually (nomenclature), Serial No. \_\_\_\_\_, but painted and marked to depict (nomenclature), Serial No. \_\_\_\_\_, assigned to the (Unit and/or person) in (location or theater) during (year)."

**13.3.** The sign will state that the item is part of the NMUSAF collection as follows:

"This (artifact/object) is on loan from the National Museum of the United States Air Force."

**13.4.** For aircraft on which the serial number has been altered for display purposes with prior written approval, the mission, design and series (e.g. F-100C or F-4C) along with the original serial number will be stenciled in two inch letters using contrasting paint colors on the fuselage under the horizontal stabilizers.

**13.5.** All record keeping will reflect the true serial number.

#### **14.0. Radioactive Components.**

**14.1.** Completion of Section 2 of Air Force Form 3580, (USAF Museum Aerospace Vehicle Static Display Acceptance Condition and Safety Certificate), or comparable certification indicating that a complete radioactive material survey has been accomplished shall be included in the official file.

**14.2.** In accordance with Attachment 1, ("NMUSAF Loan and Static Display Programs' Instructions for Preparation and Maintenance of Aerospace Vehicles"), if radioactive items are determined to have been installed or reinstalled during later inspections, the Borrower will pay the cost of removal of the radioactive items and any decontamination required.

#### **15.0. Loan Termination.**

**15.1.** The Borrower agrees to return said Property to the NMUSAF on termination of this Agreement or earlier, if it is determined that the Property is no longer required, at no expense to the NMUSAF.

**15.2. The failure of the Borrower to observe any of the conditions set forth in this Agreement and Attachments 1 and 2 thereto shall be sufficient cause for the Lender to terminate the loan and repossess the Property.** Repossession of all or any part of the Property by the Lender shall be made at no cost to the Government; the Borrower shall be responsible for paying all maintenance, freight, storage, crating, handling, transportation and other costs or charges attributable to such repossession.

**15.3.** In the event the loan is terminated for any reason, the provisions of this Agreement will remain in effect until all of the Property, or in the event of a partial termination that portion of the Property at issue, has been relocated and in a condition that is satisfactory to the NMUSAF.

**15.4.** Termination of the loan and subsequent repossession of all or any part of the Property at the option of the Borrower shall require no less than thirty (30) days advance notice to the Lender in writing. This requirement may be waived by the Lender only through the provision of a written waiver to the Borrower prior to the return of the Property.

**15.5.** The Lender reserves the right not to renew this Agreement, in all or part, and to recall the Property if required by the Lender to meet the requirements of the NMUSAF, Wright-Patterson AFB, OH or for other military requirements. The Lender will provide a written thirty (30) day notice of intent to recall to the Borrower. In the event of recall, movement of the recalled Property from the Borrower's site will be accomplished at the Lender's expense.

**16.0. Dispute Resolution.** In the event a dispute arises between the parties over the terms and conditions of this Agreement reasonable attempts will be undertaken to resolve the matter through negotiation between the parties or persons appointed, in writing, by the parties. This Agreement shall be construed and interpreted in accordance with federal law. If any provision herein is held unlawful or otherwise unenforceable by the Court any remaining provisions shall be considered divisible and remain in full force and effect. In the further event that negotiations fail to reach a resolution, the parties agree that the Federal District Court for the Southern District of Ohio, at Dayton, Ohio, will be the exclusive venue for resolving such disputes.

Executed on behalf of the NMUSAF, this Fifteenth Day of January 2019, at Wright-Patterson AFB Ohio.

By: SHAW.MELISSA.L.1 Digitally signed by  
268824703 SHAW.MELISSA.L.1268824703  
MELISSA SHAW Date: 2019.01.15 14:45:03 -05'00'

Title: Community Static Display Program Administrator

Agency: National Museum of the United States Air Force

Address: NMUSAF/MUC  
1100 Spaatz St  
Wright-Patterson AFB OH 45433-7102

Telephone: (937) 255-8839 Fax Number: (937) 656-4081

Email: melissa.shaw@us.af.mil

**ACCEPTANCE**

The Borrower, through its authorized representative, hereby accepts responsibility of the Property subject to the terms and conditions contained in this Agreement set forth above. The Borrower certifies that they have read, understand and acknowledge that concealing a material fact and/or making a fraudulent statement in dealing with the federal government may constitute a violation of federal law in accordance with 18 USC §1001.

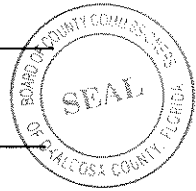
Executed on behalf of the Borrower this 19<sup>th</sup> day of February 2019, at Shalimar, Florida.

Okaloosa County

\_\_\_\_\_  
(Name of Borrower/Organization)

By: *Charles K. Windes, Jr.*  
(Signature)

Charles K. Windes, Jr.  
(Typed or Printed Name & Title)



Address: 1250 N. Eglin Pkwy, Suite 100

Shalimar, FL 32579

Telephone: 850-651-7105 Fax Number: 850-651-7142

Email: cwindes@myokaloosa.com

## ATTACHMENT 1

### NATIONAL MUSEUM OF THE UNITED STATES AIR FORCE (NMUSAF) LOAN AND STATIC DISPLAY PROGRAMS

#### INSTRUCTIONS FOR PREPARATION AND MAINTENANCE OF AEROSPACE VEHICLES

##### SECTION A - GENERAL

###### A. Information:

1. This instruction covers the requirements for the preparation and preservation of aerospace vehicles for static display by an organization borrowing an aerospace vehicle from the National Museum of the United States Air Force (NMUSAF).
2. These requirements are designed to return and/or maintain the aerospace vehicle in as near original configuration as possible and to render them suitable for display.
3. Generally, all reconditioning, repairing, and refinishing will be accomplished in accordance with current Air Force directives and instructions and in a manner that would not modify it in any way, thereby altering the original form, design, or the historical significance of, said property. Deviations from this standard must be requested in writing and approved by NMUSAF.

###### B. Security Requirements:

1. Aerospace vehicles on display and undergoing preparation for display shall be kept secure from unsupervised personnel. Aerospace vehicles will be maintained with sufficient security to ensure that it is protected from vandalism and theft or unauthorized removal of components.
2. Any theft or unauthorized removal of components shall be immediately reported to the local law enforcement agency and by the next working day to NMUSAF. This must be followed by a report of the investigation of the incident within 30 days.
3. All canopies, doors, access hatches, and access plates, except for one entrance door, will be permanently sealed shut by any of the following methods to prevent unauthorized entry:
  - a. Bolting through the hatch to internal crossbars placed across the opening. These can be fabricated from sturdy steel strapping or channel iron.
  - b. Riveting the door securely to the jamb section.
  - c. Attaching hasps internally and securing with inside padlock.

d. Whatever method is employed to secure doors and access hatches, the crevices remaining will be filled with caulking compound or elastic putty to prevent internal damage from rain, snow, dust and ice. The access door that is not permanently sealed must be secured by a hasp welded or riveted in place. Multiple locks (two or three) are preferable, each with separate key or combination. This technique will reduce the possibility of unauthorized access but will provide emergency entrance for authorized personnel.

### **C. Maintenance Records:**

1. Whenever items are permanently removed, the removal and disposition of such items shall be annotated on a maintenance log or AF Form 3581 (available from NMUSAF).

2. All work items that are accomplished shall be listed and signed off on a maintenance log (AF Form 3581, available from the NMUSAF).

3. Utilizing the maintenance log, a detailed accounting will be maintained by the borrower of all items removed or installed with the date of installation/removal and the name of the individual accomplishing the work.

4. Copies of all maintenance records must be returned to NMUSAF/MUC with the annual loan renewal process for preservation.

## **SECTION B - REQUIREMENTS**

### **A. Prepare Powerplant for Display:**

1. Disconnect and drain all water and oil lines, tanks, valves, and pumps. Reconnect lines and reinstall plugs after draining (if applicable).

2. Clean excess oil and grease from exterior components of engines (if applicable).

3. Check powerplant cowling for corrosion and damage. Repair and refinish as necessary for display.

4. Install intake and exhaust protective covers. Use standard covers if available or suitable substitutes.

5. Clean and preserve propeller(s). Treat any affected areas and refinish to standard configuration.

### **B. Prepare Landing Gear:**

1. Clean and preserve strut.

2. Clean all wheels and other landing gear components.

3. Check and remove corrosion. Repaint to standard configuration.
4. Check all tires for excessive wear and adjust pressure as required.
5. Secure all retractable landing gear in the down position with positive locking devices.

**C. Prepare Hydraulic Systems:**

Clean all exposed finished surfaces of actuating rods, hydraulic cylinders, locks, and valves. Other hydraulic equipment will be cleaned and coated with corrosion preventative compound.

**D. Prepare Electronic Systems:**

Leave all electronic equipment that is not reclaimed installed on the aerospace vehicle. Stow all connectors from equipment that has been removed.

**E. Prepare Airframe:**

1. Check airframe for corrosion and treat affected areas.
2. Clean all debris and foreign material from interior of fuselage.
3. Check airframe for external damage and repair.
4. Cover all openings that will allow the entrance of water or other foreign matter that may have a corrosive or other deteriorating effect. Use standard covers if available, or suitable substitutes. Additional protection may be incorporated for aerospace vehicles displayed outside.
5. Check all fuselage, wing, and empennage drain holes for obstructions. Aerospace vehicles displayed outside may necessitate additional drain holes to ensure proper drainage. Drain holes should be periodically probed to ensure they are not obstructed. Inspect for water trapped in lower portions of fuselage. If water is present, comply with instructions contained in applicable technical order for removal and correction.
6. Clean and treat lavatory and relief facilities (if applicable).
7. Check all astrodomes and plastic panels for crazing and damage. Repair and/or replace as necessary. Clean all plastic panels thoroughly with soap and water.

**F. Prepare Control Surfaces:**

1. Check all metal control surfaces for corrosion and treat-affected areas.
2. Check all control surfaces for external damage and repair areas as necessary.
3. Inspect all fabric-covered control surfaces, repair or re-cover as necessary.



4. Check all control surfaces, attaching mechanisms for loose rivets and/or sheared bolts and make necessary repairs.

5. Secure all moveable surfaces in a neutral position with positive locking devices.

#### **G. Radiation Safety:**

**No radioactive components will be reinstalled by the borrowing organization.** If radioactive items are found reinstalled during later inspections, the borrowing organization will pay the cost of removal of the radioactive items and any decontamination required.

#### **H. Final Preparation:**

1. Secure aerospace vehicles by attaching tie down restraints to surface attaching points and to major structural parts of the item. Tie down restraints, including surface attaching points, should be of sufficient strength to withstand the expected wind condition for the locality.

2. Place aerospace vehicles on surface concrete or asphalt of sufficient strength to support its weight. This will not apply if the recipient, with the written permission of the NMUSAF, has mounted the aerospace vehicle on a pylon attached to its structural members.

3. Aerospace vehicles that are normally supported on pneumatic tires must be placed on display stands. Tires should be inflated and or checked to maintain normal tire shape.

4. Remove all antenna wires that could serve as a bird roost.

5. Install bird proofing on all aerospace vehicle openings, including intake and exhaust covers.

6. Flag or cover protruding objects of a hazardous nature.

#### **I. Coordination:**

1. Deviation from the procedures outlined in this attachment must be requested in writing and require written approval prior to deviation.

2. No aerospace vehicles will be renovated, reconfigured, have markings changed, or tail number altered, or any parts added, removed, or replaced as part of a planned restoration effort without prior written approval from the NMUSAF.

## ATTACHMENT 2

### NATIONAL MUSEUM OF THE UNITED STATES AIR FORCE (NMUSAF) LOAN AND STATIC DISPLAY PROGRAMS

#### INSTRUCTIONS FOR THE CARE OF ARTIFACTS

##### **A. Information:**

1. These general guidelines are provided to fulfill the NMUSAF's obligation to ensure the preservation of the collection and to define the responsibilities of organizations that retain historical property for display.

2. Under normal circumstances, artifacts will not be made available from the NMUSAF unless the basic measures for preservation and conservation have already been accomplished. However, regardless of the state of preservation at the time of receipt, an assessment must be made and all appropriate measures taken to ensure continued preservation of historical property. All items must be properly prepared for exhibition, placed in a safe environment and inspected periodically.

##### **B. General Guidelines for Artifacts:**

1. All artifacts must be protected from harmful exposure and maintained in a stable environment. Preservative treatments and mounting techniques will vary with each item depending on its material(s), condition and display method. The following are some general guidelines:

a. When displaying an artifact never modify it in such a way as to alter or compromise its integrity, authenticity or uniqueness. Retain its natural characteristics.

b. Provide appropriate physical security against vandalism or theft through the use of locked or sealed display cases. The artifact's intrinsic value should determine the security measures required.

c. Good housekeeping and environmental control are essential for the long term care of museum artifacts.

2. Contact the NMUSAF Conservator for guidance if needed.

**C. Damage Threats to Artifacts:** The threats of damage or deterioration to artifacts generally come from four sources:

1. People – The greatest threat to the continued survival of an artifact comes from people. This is a result of mishandling the artifact resulting in mechanical breakage, soiling from unprotected hands (fingerprints), improper cleaning methods and incorrect attempts at preservation or repairs (making it 'look' better). Unfortunately, theft must also be included in this category.

2. Light – Light, a form of radiation, damages many materials, especially fabrics. This damage is first observed as the fading of colors followed by the gradual breakdown of the material. The most harmful portion of the light spectrum is ultra-violet (UV). Protecting from UV is accomplished by avoidance of natural sunlight or artificial light such as florescent and halogen. The use of Light Emitting Diodes (LED) is the preferred standard in museum exhibits. Normal incandescent lighting is low in UV radiation.

a. All historical property on loan from the NMUSAF that is on interior exhibit will not be exposed to light level which exceeds 200 lux or 20 foot-candles from any source. The acceptable level for most artifacts falls between 50 and 200 lux or 5 and 20 foot-candles. Sensitive artifacts, such as artwork, photographs and textiles should have their intensity levels adjusted toward lower limits and/or limited exposure time. There is a reciprocity law between intensity (lux) and time of exposure: Ten hours of exposure at 50 lux has the same damaging effect as 1 hour at 500 lux.

b. Protection for UV is accomplished by avoidance or shielding. Shielding of UV producing light sources, such as direct or diffused sunlight and all fluorescent lighting, requires UV Plexiglas, solar screen, blackout curtains or UV filtering sleeves. All UV filtering media have a life span of about 10 years, after which they must be changed to maintain their effectiveness.

3. Environment – The most common environmental threats are heat and humidity. Ideally, an artifact is displayed at a constant temperature of 68 degrees and 50% relative humidity. Of the two, humidity is the most destructive. Excessive heat and humidity may create a favorable environment for the growth of molds and fungus as well as rust/corrosion. Rapid changes in temperature and humidity should be avoided.

4. Insect/Pest – Insects and pests can be highly destructive. The first line of defense is the cleanliness of the facility. Careful monitoring and frequent inspection will provide early detection of infestation. If and when an infestation is detected many methods of pest removal are destructive to artifacts. If an artifact is exposed to infestation, contact the NMUSAF Conservator.

**D. Conservation:** Adherence to the guidelines for preservation of artifacts will go a long way to ensure their longevity. In rare instances, some conservation measures may be needed. Contact the NMUSAF Conservator for guidance. Do not attempt to treat an artifact on your own.

**E. Storage:** All attempts should be made to place artifacts on exhibit as soon as possible. Environmental control, good housekeeping and periodic inspections are essential to the proper storage of artifacts. Textiles shall be stored flat when possible and laid out on acid free tissue

paper. Well padded hangers should be used if textiles are hung for display. Storage on shelves shall be loose with no piling or stacking of artifacts and all shelving covered with acid free tissue. If shelving is wood, it shall be sealed to deter transfer of acid from wood to artifacts. Cabinets are preferable to open storage as they discourage theft, dust and insect problems.

**F. Handling:** Wear cotton, nitrile or latex gloves while handling artifacts. Two hands should be used to handle or carry artifacts to reduce risk of dropping. Carry only one artifact at a time. Do not carry or lift artifacts by handles or weakest point.

**G. Display:** Displaying an artifact can be very detrimental if not done properly. Cases should be designed to incorporate UF-3 or UF-5 Plexiglas to shield artifacts from UV light. Cases should be ventilated to allow air exchange and openings filtered to prevent entry of insects. All interior surfaces of wooden cases should be properly sealed. All artifacts should be buffered from acidic display materials. Never alter an artifact to fit a case or to facilitate mounting. Use mannequins that do not place undue stress on uniforms. Do not force garments on to mannequins. Keep cases clean and place them in areas away from direct sun and extremes in temperature and humidity.

**H. Shipping:** Damage to artifacts can occur during shipping. Use appropriate packing materials to protect the artifact during transit. Consult the NMUSAF to arrange shipping.

NATIONAL MUSEUM of the U.S. AIR FORCE  
INVENTORY REPORT

Loan Account Number SDA0398

02-Jan-19

RCS: HAF-HO(A) 880

ACCESSION #	NOMENCLATURE	Value
SD-2009-0002	AIRCRAFT, F-15A(GF), 75-0044	\$21,000

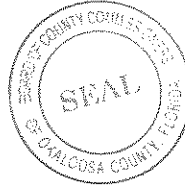
I certify that the above listed items shown on Pages 1 through 1  
have been accounted for with any discrepancies so noted.

Signature: Charles K. Windes, Jr. 2019/2019  
(Historical Property Custodian) (Date)  
Charles K. Windes, Jr.

Typed or Printed Name

Chairman

Typed or Printed Title

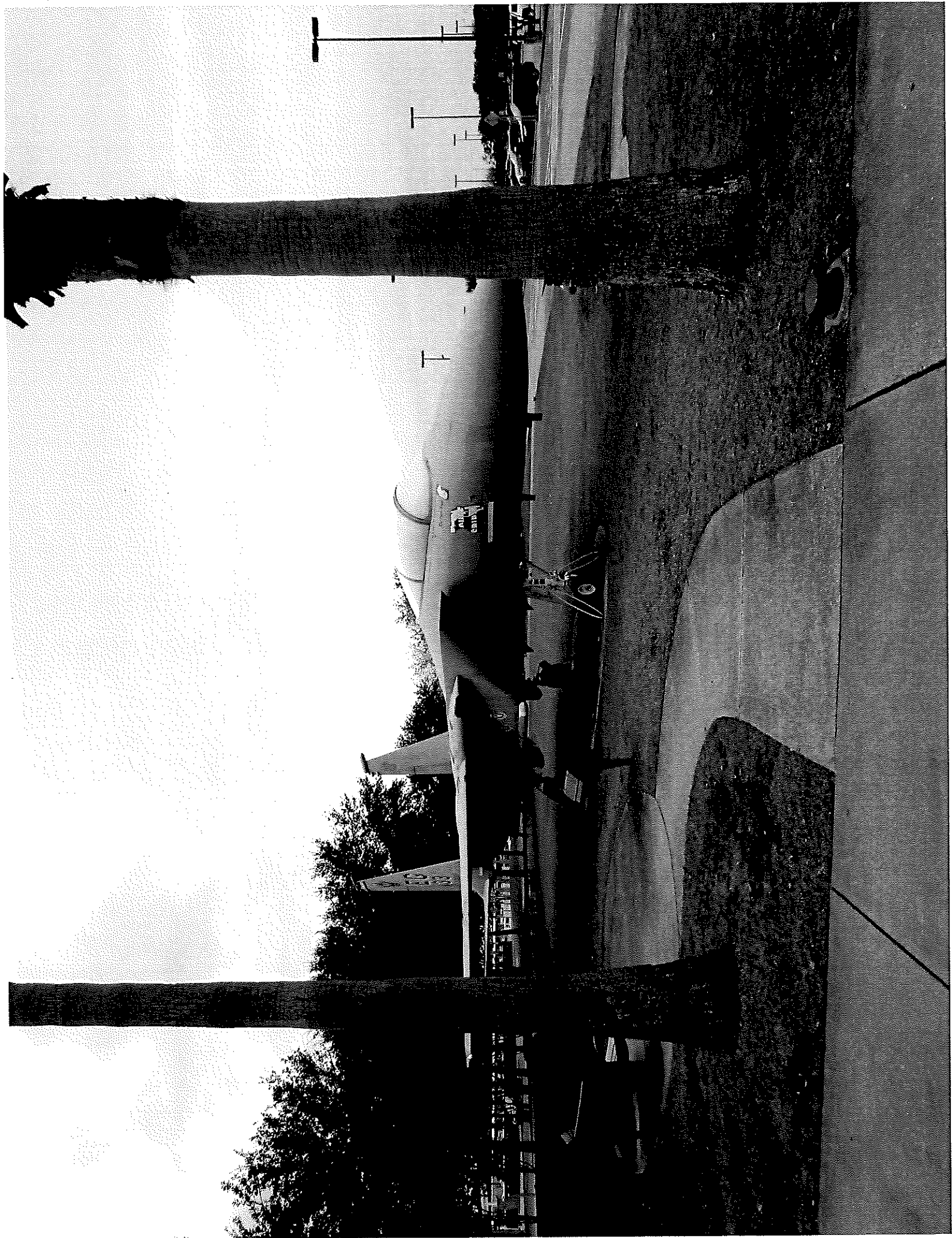


# 2019 POINT OF CONTACT INFORMATION SHEET

ACCOUNT NUMBER	SDA0398
CITY/ORGANIZATION NAME	OKALOOSA COUNTY
MAILING ADDRESS	<del>302 N WILSON ST STE 302</del> 1250 N. Eglin Pkwy, Suite 100
CITY	<del>CRESTVIEW</del> Shalimar
STATE/COUNTRY	FL
ZIP CODE	<del>32536</del> 32579
PHYSICAL LOCATION OF ITEM	Destin-Fort Walton Beach Airport, 1701 State Rd 85 North
HISTORICAL PROPERTY CUSTODIAN	<del>MR GRAHAM W FOUNTAIN</del> Charles K. Windes, Jr.
TITLE, HISTORICAL PROPERTY CUSTODIAN	CHAIR, OKALOOSA COUNTY BOARD
PRIMARY POINT OF CONTACT	MR TRACY STAGE
TITLE PRIMARY POINT OF CONTACT	AIRPORT DIRECTOR
PRIMARY PHONE NUMBER	850-651-7160 (Airport)
ALTERNATE PHONE NUMBER	850-651-7105 (County Board Ofc)
PRIMARY FAX NUMBER	850-651-7164 (Airport)
EMAIL ADDRESS	<del>tstage@co.okaloosa.fl.us</del> tstage@myokaloosa.com



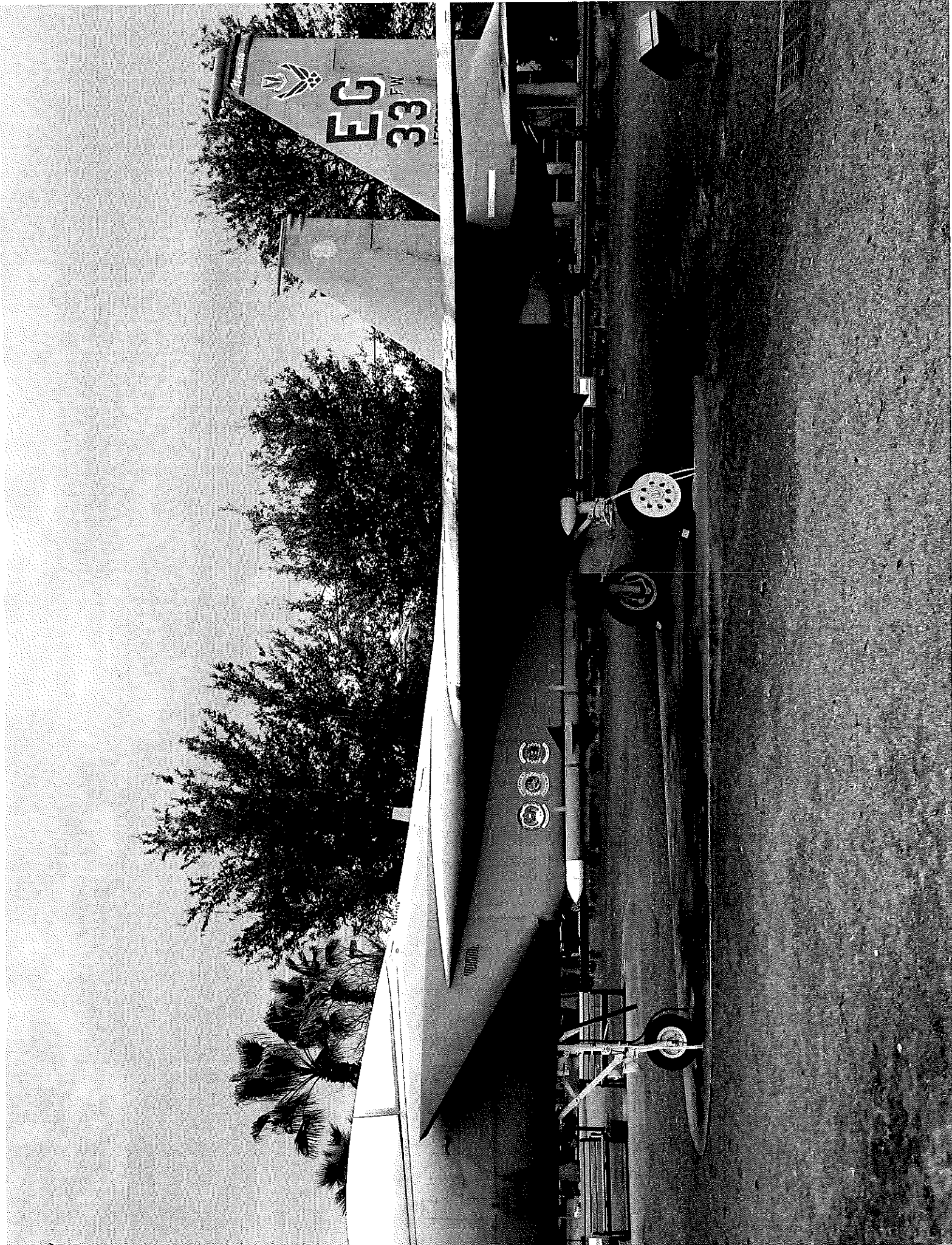


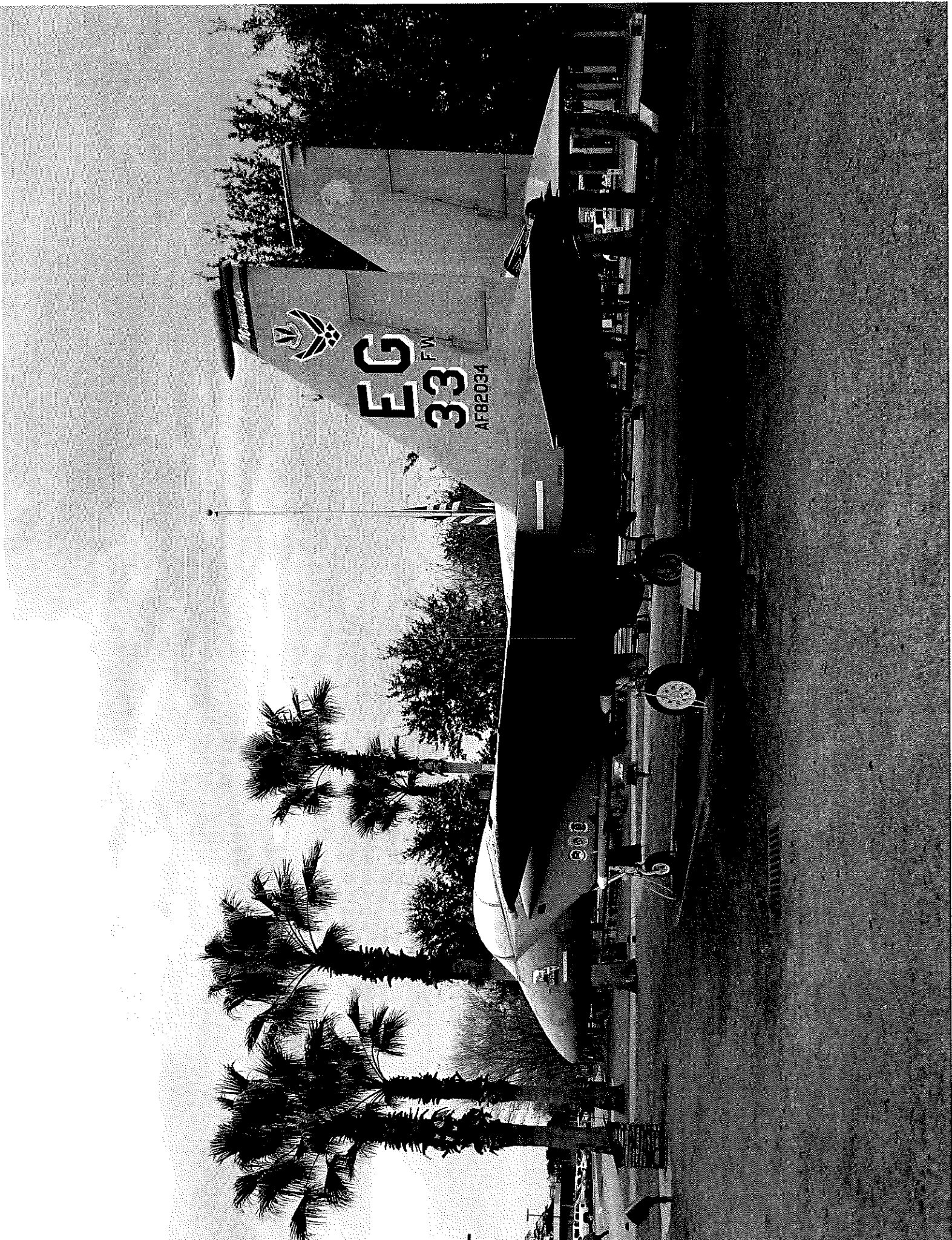












EG 33 FW  
AF82034



Warrior

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## INSTRUCTIONS FOR COMPLETING THE STATIC DISPLAY LOAN RENEWAL PACKAGE

1. **LOAN AGREEMENT:** Review, sign and date the Acceptance Statement located on page six of the loan agreement. The Loan Agreement must be signed by the individual authorized to obligate the organization.

**NOTE: No changes are authorized to be made to the Loan Agreement. Any changes made will automatically void the Agreement.** Return the entire document, excluding Attachments 1&2.

2. **INVENTORY REPORT:** Complete a physical inspection of each item, verifying the nomenclature against the attached inventory report. Please annotate any discrepancies such as additions (munitions that are attached to the aerospace vehicles), shortages, damage or deterioration. Upon completion of the physical inspection, sign and date the Certification Statement at the bottom of the inventory.

3. **POINT OF CONTACT INFORMATION SHEET:** Review the Point of Contact Information sheet and make pen and ink changes only to correct the information, **do not retype**. Explanations of several items on the Point of Contact Information Sheet are listed below:

- The Historical Property Custodian: The individual authorized to obligate the organization is the Historical Property Custodian (no exceptions).
- Primary Point of Contact, Title Primary Point of Contact & Primary Phone Number: This is the individual that you want to receive any correspondence from the National Museum of the USAF and can answer any questions in reference to the items on loan. This individual may be different from the Historical Property Custodian.
- Email Address: This is the email address for all correspondence.

4. **PHOTO REQUIREMENT:** Provide a CD containing current digital images saved in JPG format. No hard copies, videos, movies, PowerPoints, etc will be accepted.

Images must contain:

- General view of the **whole aircraft/missile in its entirety, taken from both left and right sides** to include sufficient detail to show the overall condition and tail number for the airframe. No section or angle shots. Images for all other artifacts will be of sufficient detail to insure positive identification of each object.
- Any damage to the item (e.g. corrosion, insect/animal infestation, paint chipping or fading, broken or cracked canopies or windows). Provide both close up, detailed views and wide angle views (where appropriate).
- Any armaments or munitions attached to items on loan; images should show sufficient detail to ensure positive identification of each object (if applicable).
- If aircraft/missile has been reconfigured, a photograph of the sign is required. See paragraph 13 of the Loan Agreement for sign requirement.

5. **INSURANCE:** Provide proof of insurance to include name of carrier, limits of liability and period of coverage (copy of binder). For insurance purposes the Government appraised value of the item(s) on loan to your organization is noted on the inventory report in the column labeled "Value".

- For self-insured organizations, proof shall constitute of a written and signed statement attesting to ability to reimburse for full replacement value will be provided each year. **Document must be dated.**

6. **RETURN CHECK LIST:** Complete return check list.

NATIONAL MUSEUM OF THE UNITED STATES AIR FORCE (NMUSAF)  
STATIC DISPLAY LOAN PROGRAM

**2018 LOAN AGREEMENT, SDA0398**

**1.0. Parties.** The United States of America or "the Government," represented by the National Museum of the United States Air Force (NMUSAF), and collectively referred to hereinafter as "the Lender," hereby establishes with the **OKALOOSA COUNTY** hereinafter called "the Borrower," incorporated and operating under the laws of the State/Country of **FL** and located at **CRESTVIEW**, a Loan Agreement hereinafter called "the Agreement" for U.S. Air Force (USAF) historical property. This Agreement is entered pursuant to Public Law 80-421 [10 United States Code (USC) §2572], and any amendments thereto, and is effective for the period commencing 1 April 2018 and ending 31 March 2019. This Agreement is not transferable.

**2.0. Borrower Obligations/Costs.** The Borrower has applied, in writing, for the loan of USAF historical property, and hereby agrees to be responsible for all arrangements and, in accordance with 10 USC §2572, is required to pay all costs, charges and expenses incident to the loan of this property, including, but not limited to, the cost of preparation, demilitarization, hazardous material removal, disassembly, packing, crating, handling, maintenance, repair, restoration, transportation and all other actions incidental to the use and/or movement of the loaned property to or from the Borrower's location.

**3.0. Loaned Property.** The NMUSAF shall loan to the Borrower the historical property identified in the inventory report, which has been included in the loan package and is incorporated into this Agreement by reference as if fully rewritten herein (hereinafter the "Property"). The Borrower accepts the Property on an "as is, where is" basis, and the Lender makes no warranties, expressed or implied, as to the Property's condition, fitness for any particular purpose, or other warranty of any kind.

**4.0 Loan Conditions.**

**4.1.** The Borrower agrees that the Property shall be used for static display purposes only. Loaned aerospace vehicles will not be flown or restored to flying condition under any circumstance, nor will they be licensed with the Federal Aviation Administration (FAA). The Borrower shall not remove any parts from loaned aircraft except as directed in paragraph 4.2. Relocation of the Property for temporary special events (parades, ceremonies, air shows, etc.) is not authorized under any circumstances. No decorations of any type, for any purpose (special event, seasonal display, ceremonies, etc.) are authorized to be displayed on any of the Property. The Property shall not be used in a manner that provides the appearance of endorsement by the USAF of any non-federal entity or political candidate, or the expression of a political viewpoint of any kind. The Property shall not be used for political purposes of any kind or as part of a political event, including, but not limited to, advertising or promotion of a political event, or as background for a political debate, speech or other political event.

**4.2.** The Borrower agrees to allow the Lender to remove parts from loaned aerospace vehicles for the NMUSAF or military requirements, upon written direction from the NMUSAF. Such parts are generally internal in nature and removal or replacement should not alter the external aesthetic appearance of the aerospace vehicle.

**4.3.** The Borrower shall not part with possession of the Property or any component of the Property in any manner to any third party either directly or indirectly. The Borrower shall not enter into any negotiations with a third party regarding any future disposition of the loaned material, in whole or in part.

**4.4.** The Borrower agrees to all of the following: to use the Property in a careful and prudent manner; to not modify the Property in any manner, without prior written permission of the Lender, which would alter the original form, design, or the historical significance of said Property; to perform routine maintenance to include (but not limited to) annual upkeep, periodic painting, tire inflation, repair of damage, day-to-day care and management of the Property, so as to provide an acceptable appearance and to not reflect negatively on the Lender; and to display and protect the Property in accordance with the instructions set forth in Attachments 1 and 2, which are incorporated into this Agreement by reference as if fully rewritten herein.

**4.5.** The Borrower agrees that any additions, modifications or alterations that improve the Property become part of said Property and are owned by the NMUSAF.

**4.6.** Interior access to loaned aerospace vehicles (cockpit, cargo areas, etc.) for purposes other than maintenance or restoration work by persons other than staff or authorized maintenance personnel is prohibited. This is to ensure not only the integrity and preservation of the aircraft, but more importantly, the safety and security of the public.

**5.0. Use as Security, Sale or Lease.** The Borrower agrees not to use the Property as security for any loan, and not to sell, lease, rent, lend or exchange the Property under any circumstances.

**6.0. Professional Photography.** The Borrower shall not make or allow the use of the Property for any commercial purpose, including, but not limited to, use of the Property for still photography, motion picture, television or video production, without prior written approval from the Lender. Casual photography or motion video created by visitors for personal or non-promotional use is permitted.

**7.0. Incident Reporting.** The Borrower shall within one (1) working day of discovery, notify the Lender of any instance of loss, damage or destruction of the Property.

**8.0. Title.** The Borrower shall obtain no interest in the Property by reason of this Agreement and title shall remain in the Lender at all times.

**9.0. Receipt, Custody & Liability.**

**9.1.** This Agreement shall be executed prior to the Borrower accepting physical custody of the Property or on or before 1 April 2018.

**9.2.** The Borrower agrees to provide a receipt to the Lender at the time it assumes physical custody of the Property (unless the Property is already in its possession).

**9.3.** The Borrower agrees that it is strictly liable for up to the full replacement value (FRV) of the Property, as identified in the inventory report, and to accept such liability upon assuming physical custody of the Property or execution of this Agreement, whichever occurs first.

**9.4.** The Borrower agrees that the FRV of the Property is as identified in the inventory report and waives any right to contest the FRV in any legal proceeding. In the event any item of historical property does not have an FRV identified in the inventory report, the FRV shall be determined at the sole discretion of the NMUSAF.

**9.5.** The Borrower agrees that if the Property, or any portion thereof, has been irreparably damaged, destroyed or stolen the NMUSAF may direct the Borrower to either replace the Property with an historical item of equal value to the satisfaction of the NMUSAF or require monetary reimbursement



equaling the FRV. In the event of less than total loss to the Property, or any portion thereof, the Borrower agrees to repair/replace the damage to the Property to the satisfaction of the NMUSAF or reimburse the NMUSAF for the full value of the damage, as determined by the NMUSAF. The election of a remedy under this subparagraph is at the sole discretion of the NMUSAF. This subparagraph is not intended to waive or limit the Government's rights and remedies, legal or equitable, and the Government reserves all such rights and remedies.

**9.6.** The Borrower agrees to place the Property on exhibit within ninety (90) days from the date it takes physical custody, or as otherwise mutually agreed upon.

#### **10.0. Borrowers Responsibilities.**

**10.1.** The Borrower agrees to the greatest extent permitted by FL Law to indemnify, hold harmless, and defend the Lender from and against all claims, demands, actions, liabilities, judgments, costs, and attorney's fees, arising out of, claimed on account of, or in any manner predicated upon personal injury, death, or property damage caused by or resulting from possession and/or use of the Property. Nothing herein shall be construed to waive or limit the federal Government's rights and remedies permitted by law.

**10.2.** The Borrower agrees to report, as requested, to the Lender on the condition and location of the Property. Further, the Borrower agrees to allow authorized Department of Defense representatives access to the Borrower's records and facilities to assure accuracy of information provided by the Borrower and compliance with the terms of this Agreement.

**10.3.** The Borrower agrees to return said Property to the Lender on termination of this Agreement or earlier, if it is determined that the Property is no longer required, at no expense to the Lender. In the event of a partial termination, the Borrower agrees to the return of all items of the Property subject to the partial termination, at no expense to the Lender.

#### **11.0. Initial Loan Agreement Requirements.**

**11.1.** The Borrower agrees to furnish the Lender a CD/DVD containing digital images of the Property within fifteen (15) days of taking physical possession of the Property. The image file name must be the accession number for that item (e.g. SD-2000-0123.JPG). For aircraft and ballistic missiles, images will include views showing all external surfaces including tail number and all accessible interior areas including instrument panels, avionics racks and equipment, aircrew, passenger, cargo and payload compartments, wheel wells, and bomb bays. Digital images for all other artifacts will be of sufficient detail to ensure positive identification of each object.

**11.2.** The Borrower shall arrange insurance coverage for the Property on an all-risk, wall-to-wall basis, at a minimum, for an amount that equals the total agreed upon FRV for all items in the inventory report, plus any additional amount to cover the inventory that does not have an identified FRV, so long as the Property remains in its possession. The Borrower further agrees to furnish the Lender proof of said insurance. For Borrowers with private insurance coverage, proof shall constitute a copy of the insurance certificate from the commercial provider, noting any deductible, and showing coverage up to the FRV of the Property and any additional coverage for Property that does not have an FRV identified in the inventory report. For self-insured organizations, proof shall constitute a written and signed statement attesting to its ability to reimburse the Government for the FRV of the Property (as identified in the inventory report and/or as determined by the NMUSAF).

## **12.0. Annual Loan Renewal Requirements.**

**12.1.** The Borrower agrees to furnish the Lender a CD/DVD containing digital images of the Property. The image name must be the accession number for that item (e.g. SD-2000-0123.JPG). Digital images of aircraft and missiles will provide general views to include sufficient detail to show the overall condition and tail number of the airframe. Digital images for all other artifacts will be of sufficient detail to ensure positive identification of each object and its current condition.

**12.2.** The Borrower agrees to furnish a copy of the most recent annual financial statements to include revenue and expense reporting and a projected budget for the next operating year.

**12.3.** The Borrower agrees to furnish the Lender proof of insurance as required in subparagraph 11.2 for each renewal period.

**12.4.** The Borrower agrees to furnish a signed inventory as provided by the Lender with the annual renewal package, which accurately reflects the Property in its possession. Discrepancies in the inventory provided by the Lender shall be noted on the inventory report by the Borrower to the extent that such notes accurately reflect the current inventory held by the Borrower. In the event of a dispute, the Lender shall make the final determination of the current inventory on or near the renewal date and document the NMUSAF records accordingly.

## **13.0. Display/Maintenance Requirements.**

**13.1.** No aircraft will be renovated, reconfigured, painted, have markings changed, or tail number altered, or any parts added, removed, or replaced as part of a planned restoration effort without prior written approval from the NMUSAF.

**13.2.** The Borrower agrees that all aircraft, missiles and artifacts on display will have an identification sign adjacent to each display. For aircraft and missiles note the type, model, and serial number. If the aircraft or missile has been reconfigured, markings changed, or serial number altered after acquisition for display purposes, it will be stated on the sign and noted in all records as follows:

"The (item) on display is actually (nomenclature), Serial No. \_\_\_\_\_, but painted and marked to depict (nomenclature), Serial No. \_\_\_\_\_, assigned to the (Unit and/or person) in (location or theater) during (year)."

**13.3.** The sign will state that the item is part of the NMUSAF collection as follows:

"This (artifact/object) is on loan from the National Museum of the United States Air Force."

**13.4.** For aircraft on which the serial number has been altered for display purposes with prior written approval, the mission, design and series (e.g. F-100C or F-4C) along with the original serial number will be stenciled in two inch letters using contrasting paint colors on the fuselage under the horizontal stabilizers.

**13.5.** All record keeping will reflect the true serial number.

## **14.0. Radioactive Components.**

14.1. Completion of Section 2 of Air Force Form 3580, (USAF Museum Aerospace Vehicle Static Display Acceptance Condition and Safety Certificate), or comparable certification indicating that a complete radioactive material survey has been accomplished shall be included in the official file.

14.2. In accordance with Attachment 1, ("NMUSAF Loan and Static Display Programs' Instructions for Preparation and Maintenance of Aerospace Vehicles"), if radioactive items are determined to have been installed or reinstalled during later inspections, the Borrower will pay the cost of removal of the radioactive items and any decontamination required.

**15.0. Loan Termination.**

15.1. The Borrower agrees to return said property to the NMUSAF on termination of this Agreement or earlier, if it is determined that the property is no longer required, at no expense to the NMUSAF.

15.2. **The failure of the Borrower to observe any of the conditions set forth in this Agreement and Attachments 1 and 2 thereto shall be sufficient cause for the Lender to terminate the loan and repossess the Property.** Repossession of all or any part of the Property by the Lender shall be made at no cost to the Government; the Borrower shall be responsible for paying all maintenance, freight, storage, crating, handling, transportation and other costs or charges attributable to such repossession.

15.3. In the event the loan is terminated for any reason, the provisions of this Agreement will remain in effect until all of the Property, or in the event of a partial termination that portion of the Property at issue, has been relocated and in a condition that is satisfactory to the NMUSAF.

15.4. Termination of the loan and subsequent repossession of all or any part of the Property at the option of the Borrower shall require no less than thirty (30) days advance notice to the Lender in writing. This requirement may be waived by the Lender only through the provision of a written waiver to the Borrower prior to the return of the Property.

15.5. The Lender reserves the right not to renew this Agreement, in all or part, and to recall the Property if required by the Lender to meet the requirements of the NMUSAF, Wright-Patterson AFB, OH or for other military requirements. The Lender will provide a written thirty (30) day notice of intent to recall to the Borrower. In the event of recall, movement of the recalled Property from the Borrower's site will be accomplished at the Lender's expense.

**16.0. Dispute Resolution.** In the event a dispute arises between the parties over the terms and conditions of this Agreement reasonable attempts will be undertaken to resolve the matter through negotiation between the parties or persons appointed, in writing, by the parties. This Agreement shall be construed and interpreted in accordance with Federal law. If any provision herein is held unlawful or otherwise unenforceable by the Court any remaining provisions shall be considered divisible and remain in full force and effect. In the further event that negotiations fail to reach a resolution, the parties agree that the Federal District Court for the Southern District of Ohio, at Dayton, Ohio, will be the exclusive venue for resolving such disputes.

Executed on behalf of the NMUSAF, this Nineteenth Day of January 2018, at Wright-Patterson AFB Ohio.

By: SHAW.MELISSA.L.1 Digitally signed by  
268824703 SHAW.MELISSA.L.1268824703  
MELISSA SHAW Date: 2018.01.19 15:56:40 -05'00'

Title: Community Static Display Program Administrator

Agency: National Museum of the United States Air Force

Address: NMUSAF/MUC  
1100 Spatz St  
Wright-Patterson AFB OH 45433-7102

Telephone: (937) 255-8839 Fax Number: (937) 656-4081

Email: melissa.shaw@us.af.mil

**ACCEPTANCE**

The Borrower, through its authorized representative, hereby accepts responsibility of the Property subject to the terms and conditions contained in this Agreement set forth above. The Borrower certifies that they have read, understand and acknowledge that concealing a material fact and/or making a fraudulent statement in dealing with the federal government may constitute a violation of federal law in accordance with 18 USC §1001.

Executed on behalf of the Borrower this 6th day of March 2018, at Shalimar, Florida

Okaloosa County  
(Name of Borrower/Organization)

By: [Signature]  
(Signature)



Graham W. Fountain, Chairman  
(Typed or Printed Name & Title)

Address: 1250 N. Eglin Pkwy, Suite 100  
Shalimar, FL 32579

Telephone: 850-651-7105 Fax Number: 850-651-7142

Email: gfountain@co.okaloosa.fl.us

## ATTACHMENT 1

### NATIONAL MUSEUM OF THE UNITED STATES AIR FORCE (NMUSAF) LOAN AND STATIC DISPLAY PROGRAMS

#### INSTRUCTIONS FOR PREPARATION AND MAINTENANCE OF AEROSPACE VEHICLES

##### SECTION A - GENERAL

###### A. Information:

1. This instruction covers the requirements for the preparation and preservation of aerospace vehicles for static display by an organization borrowing an aerospace vehicle from the National Museum of the United States Air Force (NMUSAF).

2. These requirements are designed to return and/or maintain the aerospace vehicle in as near original configuration as possible and to render them suitable for display.

3. Generally, all reconditioning, repairing, and refinishing will be accomplished in accordance with current Air Force directives and instructions and in a manner that would not modify it in any way, thereby altering the original form, design, or the historical significance of, said property. Deviations from this standard must be requested in writing and approved by NMUSAF.

###### B. Security Requirements:

1. Aerospace vehicles on display and undergoing preparation for display shall be kept secure from unsupervised personnel. Aerospace vehicles will be maintained with sufficient security to ensure that it is protected from vandalism and theft or unauthorized removal of components.

2. Any theft or unauthorized removal of components shall be immediately reported to the local law enforcement agency and by the next working day to NMUSAF. This must be followed by a report of the investigation of the incident within 30 days.

3. All canopies, doors, access hatches, and access plates, except for one entrance door, will be permanently sealed shut by any of the following methods to prevent unauthorized entry:

a. Bolting through the hatch to internal crossbars placed across the opening. These can be fabricated from sturdy steel strapping or channel iron.

b. Riveting the door securely to the jamb section.

c. Attaching hasps internally and securing with inside padlock.

d. Whatever method is employed to secure doors and access hatches, the crevices remaining will be filled with caulking compound or elastic putty to prevent internal damage from rain, snow, dust and ice. The access door that is not permanently sealed must be secured by a hasp welded or riveted in place. Multiple locks (two or three) are preferable, each with separate key or combination. This technique will reduce the possibility of unauthorized access but will provide emergency entrance for authorized personnel.

### **C. Maintenance Records:**

1. Whenever items are permanently removed, the removal and disposition of such items shall be annotated on a maintenance log or AF Form 3581 (available from NMUSAF).

2. All work items that are accomplished shall be listed and signed off on a maintenance log (AF Form 3581, available from the NMUSAF).

3. Utilizing the maintenance log, a detailed accounting will be maintained by the borrower of all items removed or installed with the date of installation/removal and the name of the individual accomplishing the work.

4. Copies of all maintenance records must be returned to NMUSAF/MUC with the annual loan renewal process for preservation.

## **SECTION B - REQUIREMENTS**

### **A. Prepare Powerplant for Display:**

1. Disconnect and drain all water and oil lines, tanks, valves, and pumps. Reconnect lines and reinstall plugs after draining (if applicable).

2. Clean excess oil and grease from exterior components of engines (if applicable).

3. Check powerplant cowling for corrosion and damage. Repair and refinish as necessary for display.

4. Install intake and exhaust protective covers. Use standard covers if available or suitable substitutes.

5. Clean and preserve propeller(s). Treat any affected areas and refinish to standard configuration.

### **B. Prepare Landing Gear:**

1. Clean and preserve strut.

2. Clean all wheels and other landing gear components.

3. Check and remove corrosion. Repaint to standard configuration.
4. Check all tires for excessive wear and adjust pressure as required.
5. Secure all retractable landing gear in the down position with positive locking devices.

**C. Prepare Hydraulic Systems:**

Clean all exposed finished surfaces of actuating rods, hydraulic cylinders, locks, and valves. Other hydraulic equipment will be cleaned and coated with corrosion preventative compound.

**D. Prepare Electronic Systems:**

Leave all electronic equipment that is not reclaimed installed on the aerospace vehicle. Stow all connectors from equipment that has been removed.

**E. Prepare Airframe:**

1. Check airframe for corrosion and treat affected areas.
2. Clean all debris and foreign material from interior of fuselage.
3. Check airframe for external damage and repair.
4. Cover all openings that will allow the entrance of water or other foreign matter that may have a corrosive or other deteriorating effect. Use standard covers if available, or suitable substitutes. Additional protection may be incorporated for aerospace vehicles displayed outside.
5. Check all fuselage, wing, and empennage drain holes for obstructions. Aerospace vehicles displayed outside may necessitate additional drain holes to ensure proper drainage. Drain holes should be periodically probed to ensure they are not obstructed. Inspect for water trapped in lower portions of fuselage. If water is present, comply with instructions contained in applicable technical order for removal and correction.
6. Clean and treat lavatory and relief facilities (if applicable).
7. Check all astrodomes and plastic panels for crazing and damage. Repair and/or replace as necessary. Clean all plastic panels thoroughly with soap and water.

**F. Prepare Control Surfaces:**

1. Check all metal control surfaces for corrosion and treat-affected areas.
2. Check all control surfaces for external damage and repair areas as necessary.
3. Inspect all fabric-covered control surfaces, repair or re-cover as necessary.

4. Check all control surfaces, attaching mechanisms for loose rivets and/or sheared bolts and make necessary repairs.

5. Secure all moveable surfaces in a neutral position with positive locking devices.

**G. Radiation Safety:**

**No radioactive components will be reinstalled by the borrowing organization.** If radioactive items are found reinstalled during later inspections, the borrowing organization will pay the cost of removal of the radioactive items and any decontamination required.

**H. Final Preparation:**

1. Secure aerospace vehicles by attaching tie down restraints to surface attaching points and to major structural parts of the item. Tie down restraints, including surface attaching points, should be of sufficient strength to withstand the expected wind condition for the locality.

2. Place aerospace vehicles on surface concrete or asphalt of sufficient strength to support its weight. This will not apply if the recipient, with the written permission of the NMUSAF, has mounted the aerospace vehicle on a pylon attached to its structural members.

3. Aerospace vehicles that are normally supported on pneumatic tires must be placed on display stands. Tires should be inflated and or checked to maintain normal tire shape.

4. Remove all antenna wires that could serve as a bird roost.

5. Install bird proofing on all aerospace vehicle openings, including intake and exhaust covers.

6. Flag or cover protruding objects of a hazardous nature.

**I. Coordination:**

1. Deviation from the procedures outlined in this attachment must be requested in writing and require written approval prior to deviation.

2. No aerospace vehicles will be renovated, reconfigured, have markings changed, or tail number altered, or any parts added, removed, or replaced as part of a planned restoration effort without prior written approval from the NMUSAF.



## ATTACHMENT 2

### NATIONAL MUSEUM OF THE UNITED STATES AIR FORCE (NMUSAF) LOAN AND STATIC DISPLAY PROGRAMS

#### INSTRUCTIONS FOR THE CARE OF ARTIFACTS

##### **A. Information:**

1. These general guidelines are provided to fulfill the NMUSAF's obligation to ensure the preservation of the collection and to define the responsibilities of organizations that retain historical property for display.

2. Under normal circumstances, artifacts will not be made available from the NMUSAF unless the basic measures for preservation and conservation have already been accomplished. However, regardless of the state of preservation at the time of receipt, an assessment must be made and all appropriate measures taken to ensure continued preservation of historical property. All items must be properly prepared for exhibition, placed in a safe environment and inspected periodically.

##### **B. General Guidelines for Artifacts:**

1. All artifacts must be protected from harmful exposure and maintained in a stable environment. Preservative treatments and mounting techniques will vary with each item depending on its material(s), condition and display method. The following are some general guidelines:

a. When displaying an artifact never modify it in such a way as to alter or compromise its integrity, authenticity or uniqueness. Retain its natural characteristics.

b. Provide appropriate physical security against vandalism or theft through the use of locked or sealed display cases. The artifact's intrinsic value should determine the security measures required.

c. Good housekeeping and environmental control are essential for the long term care of museum artifacts.

2. Contact the NMUSAF Conservator for guidance if needed.

**C. Damage Threats to Artifacts:** The threats of damage or deterioration to artifacts generally come from four sources:

1. People – The greatest threat to the continued survival of an artifact comes from people. This is a result of mishandling the artifact resulting in mechanical breakage, soiling from unprotected hands (fingerprints), improper cleaning methods and incorrect attempts at preservation or repairs (making it 'look' better). Unfortunately, theft must also be included in this category.

2. Light – Light, a form of radiation, damages many materials, especially fabrics. This damage is first observed as the fading of colors followed by the gradual breakdown of the material. The most harmful portion of the light spectrum is ultra-violet (UV). Protecting from UV is accomplished by avoidance of natural sunlight or artificial light such as florescent and halogen. The use of Light Emitting Diodes (LED) is the preferred standard in museum exhibits. Normal incandescent lighting is low in UV radiation.

a. All historical property on loan from the NMUSAF that is on interior exhibit will not be exposed to light level which exceeds 200 lux or 20 foot-candles from any source. The acceptable level for most artifacts falls between 50 and 200 lux or 5 and 20 foot-candles. Sensitive artifacts, such as artwork, photographs and textiles should have their intensity levels adjusted toward lower limits and/or limited exposure time. There is a reciprocity law between intensity (lux) and time of exposure: Ten hours of exposure at 50 lux has the same damaging effect as 1 hour at 500 lux.

b. Protection for UV is accomplished by avoidance or shielding. Shielding of UV producing light sources, such as direct or diffused sunlight and all fluorescent lighting, requires UV Plexiglas, solar screen, blackout curtains or UV filtering sleeves. All UV filtering media have a life span of about 10 years, after which they must be changed to maintain their effectiveness.

3. Environment – The most common environmental threats are heat and humidity. Ideally, an artifact is displayed at a constant temperature of 68 degrees and 50% relative humidity. Of the two, humidity is the most destructive. Excessive heat and humidity may create a favorable environment for the growth of molds and fungus as well as rust/corrosion. Rapid changes in temperature and humidity should be avoided.

4. Insect/Pest – Insects and pests can be highly destructive. The first line of defense is the cleanliness of the facility. Careful monitoring and frequent inspection will provide early detection of infestation. If and when an infestation is detected many methods of pest removal are destructive to artifacts. If an artifact is exposed to infestation, contact the NMUSAF Conservator.

**D. Conservation:** Adherence to the guidelines for preservation of artifacts will go a long way to ensure their longevity. In rare instances, some conservation measures may be needed. Contact the NMUSAF Conservator for guidance. Do not attempt to treat an artifact on your own.

**E. Storage:** All attempts should be made to place artifacts on exhibit as soon as possible. Environmental control, good housekeeping and periodic inspections are essential to the proper storage of artifacts. Textiles shall be stored flat when possible and laid out on acid free tissue

paper. Well padded hangers should be used if textiles are hung for display. Storage on shelves shall be loose with no piling or stacking of artifacts and all shelving covered with acid free tissue. If shelving is wood, it shall be sealed to deter transfer of acid from wood to artifacts. Cabinets are preferable to open storage as they discourage theft, dust and insect problems.

**F. Handling:** Wear cotton, nitrile or latex gloves while handling artifacts. Two hands should be used to handle or carry artifacts to reduce risk of dropping. Carry only one artifact at a time. Do not carry or lift artifacts by handles or weakest point.

**G. Display:** Displaying an artifact can be very detrimental if not done properly. Cases should be designed to incorporate UF-3 or UF-5 Plexiglas to shield artifacts from UV light. Cases should be ventilated to allow air exchange and openings filtered to prevent entry of insects. All interior surfaces of wooden cases should be properly sealed. All artifacts should be buffered from acidic display materials. Never alter an artifact to fit a case or to facilitate mounting. Use mannequins that do not place undue stress on uniforms. Do not force garments on to mannequins. Keep cases clean and place them in areas away from direct sun and extremes in temperature and humidity.

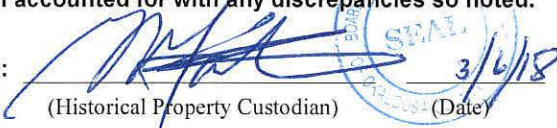
**H. Shipping:** Damage to artifacts can occur during shipping. Use appropriate packing materials to protect the artifact during transit. Consult the NMUSAF to arrange shipping.

NATIONAL MUSEUM of the U.S. AIR FORCE  
RCS: HAF-HO(A) 8801 INVENTORY REPORT  
Loan Account Number SDA0398

08-Feb-18

ACCESSION #	NOMENCLATURE	Value
SD-2009-0002	AIRCRAFT, F-15A(GF), 75-0044	\$21,000

I certify that the above listed items shown on Pages 1 through 1  
have been accounted for with any discrepancies so noted.

Signature: 

(Historical Property Custodian)

 3/6/18  
(Date)

Graham W. Fountain

Typed or Printed Name

Chairman

Typed or Printed Title

# 2018 POINT OF CONTACT INFORMATION SHEET

ACCOUNT NUMBER	SDA0398
CITY/ORGANIZATION NAME	OKALOOSA COUNTY
MAILING ADDRESS	<del>401 E JAMES LEE BLVD</del> 302 N. Wilson St., Suite 302
CITY	CRESTVIEW
STATE/COUNTRY	FL
ZIP CODE	32536
PHYSICAL LOCATION OF ITEM	Destin-Fort Walton Beach Airport, 1701 State Rd 85 North
HISTORICAL PROPERTY CUSTODIAN	<del>MS. CAROLYN KETCHEL</del> Mr. Graham W. Fountain
TITLE, HISTORICAL PROPERTY CUSTODIAN	CHAIR, OKALOOSA COUNTY BOARD
PRIMARY POINT OF CONTACT	MR. TRACY STAGE
TITLE PRIMARY POINT OF CONTACT	AIRPORT DIRECTOR
PRIMARY PHONE NUMBER	850-651-7160 (Airport)
ALTERNATE PHONE NUMBER	850-651-7105 (County Board Ofc)
PRIMARY FAX NUMBER	850-651-7164 (Airport)
EMAIL ADDRESS	tstage@co.okaloosa.fl.us





























# CERTIFICATE OF PROPERTY INSURANCE

DATE (MM/DD/YYYY)

2/5/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

If this certificate is being prepared for a party who has an insurable interest in the property, do not use this form. Use ACORD 27 or ACORD 28.

<b>PRODUCER</b> Public Risk Insurance Agency P. O. Box 2416  Daytona Beach FL 32115	<b>CONTACT NAME:</b> Brittany O'Brien <b>PHONE (A/C No., Ext):</b> (386) 252-6176 <b>FAX (A/C, No):</b> (386) 239-4049 <b>E-MAIL ADDRESS:</b> <b>PRODUCER CUSTOMER ID:</b> 00001966													
	<table border="1"> <thead> <tr> <th>INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A: AmRisc</td> <td></td> </tr> <tr> <td>INSURER B: Federal Insurance Company</td> <td>20281</td> </tr> <tr> <td>INSURER C: Lloyds of London</td> <td></td> </tr> <tr> <td>INSURER D:</td> <td></td> </tr> <tr> <td>INSURER E:</td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> </tr> </tbody> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A: AmRisc		INSURER B: Federal Insurance Company	20281	INSURER C: Lloyds of London		INSURER D:		INSURER E:		INSURER F:
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INSURER E:														
INSURER F:														

**COVERAGES**                      **CERTIFICATE NUMBER:** CP17112800625                      **REVISION NUMBER:**

LOCATION OF PREMISES / DESCRIPTION OF PROPERTY (Attach ACORD 101, Additional Remarks Schedule, if more space is required)


THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YYYY)	POLICY EXPIRATION DATE (MM/DD/YYYY)	COVERED PROPERTY	LIMITS		
A	<input checked="" type="checkbox"/> PROPERTY	AMR-36901-03 (See attached)	4/1/2017	4/1/2018	<input checked="" type="checkbox"/> BUILDING	\$ 100,000,000		
	CAUSES OF LOSS				DEDUCTIBLES	<input checked="" type="checkbox"/> PERSONAL PROPERTY	\$ Included	
	<input type="checkbox"/> BASIC				BUILDING	<input checked="" type="checkbox"/> BUSINESS INCOME	\$ 2,000,000	
	<input type="checkbox"/> BROAD				CONTENTS	<input checked="" type="checkbox"/> EXTRA EXPENSE	\$ Included	
	<input checked="" type="checkbox"/> SPECIAL						RENTAL VALUE	\$
	<input checked="" type="checkbox"/> EARTHQUAKE						BLANKET BUILDING	\$
	<input checked="" type="checkbox"/> WIND						BLANKET PERS PROP	\$
	<input checked="" type="checkbox"/> FLOOD						BLANKET BLDG & PP	\$
							<input checked="" type="checkbox"/> Flood	\$ 25,000,000
							<input checked="" type="checkbox"/> Earthquake	\$ 25,000,000
<input checked="" type="checkbox"/> INLAND MARINE	TYPE OF POLICY			<input checked="" type="checkbox"/> Inland Marine	\$ 9,311,956			
CAUSES OF LOSS	POLICY NUMBER				\$			
<input type="checkbox"/> NAMED PERILS	AMR-36901-03	4/1/2017	4/1/2018		\$			
<input type="checkbox"/> CRIME					\$			
TYPE OF POLICY					\$			
B	<input checked="" type="checkbox"/> BOILER & MACHINERY / EQUIPMENT BREAKDOWN	7643-61-47	4/1/2017	4/1/2018		\$ 100,000,000		
C	Terrorism - Certified Acts	UTS2512292.17	4/1/2017	4/1/2018		\$ 5,000,000		

SPECIAL CONDITIONS / OTHER COVERAGES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Certificate issued with respects to Loan Agreement for F-15A Aircraft, S/N #75-0044, Replacement Value is \$21,000. Building/contents coverage are provided on a replacement cost basis & BI/EE is actual loss sustained. No co-insurance penalty applies.

**CERTIFICATE HOLDER**                      **CANCELLATION**

United States Air Force Heritage Program National Museum of the U.S. Air Force Attn: Patricia Ochos, Static Display Prog 1100 Spaatz Street WrightPatterson AFB, OH 45433-7102	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE  Paul Dawson/CCARTE 
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## COMMENTS/REMARKS

Deductible: All Other Perils \$50,000 except as per below:

- Flood \$50,000 except as per below
- Earth Movement \$50,000
- NS Wind/Hail 3% Per Occurrence, Per Location, subject to a \$100,000 Minimum Per Occurrence and \$5,000,000 Maximum Per Occurrence
- AO Wind/Hail \$50,000
- Flood: Maximum NFIP, whether purchased or not, for locations in Zones B, X500 or X-shaded; plus \$100,000 Per Occurrence

Coinsurance waived.

180 days Extended Period of Indemnity applies.

Named Storm Sub-limit: \$100,000,000  
Flood/Sewer Backup Sub-limit: \$2,500,000

90-day notice of cancellation, except 10 days for non-payment of premium or material misstatement.

The United States of America acting by and through the Secretary of the Air Force is listed as additional insured and loss payee.

Policy Form - Special Form including windstorm/flood/quake.

Leased Premises Improvements & Betterments Included.

Certain Underwriters at Lloyds  
Policy # - AMR-36901-03  
Indian Harbor Insurance Company  
Policy # - AMP7524561-03  
QBE Specialty Insurance Company  
Policy # - MSP-12290-06  
Steadfast Insurance Company  
Policy # - CPP9653576-06  
General Security Indemnity Company of AZ  
Policy # - 10T029659-04613-17-02  
United Specialty Insurance Company  
Policy # - USI-15316-02  
Lexington Insurance Company  
Policy # - LEX-084299311-02  
Princeton E&S Lines Insurance Company  
Policy # - 7DA3CM0004438-02  
International Insurance Company of Hannover  
Policy # - HAN-14579-02



CA #4

## BOARD OF COUNTY COMMISSIONERS AGENDA REQUEST

**DATE:** March 6, 2018  
**TO:** Honorable Chairman and Distinguished Members of the Board  
**FROM:** Tracy Stage  
**SUBJECT:** F-15 Static Display Renewal for 2018  
**DEPARTMENT:** Airport  
**BCC DISTRICT:** 2


**STATEMENT OF ISSUE:** The Airports Department requests the Board of County Commissioners' approval of the F-15 Static Display Renewal (SDA0398) for 2018 with the National Museum of the United States Air Force Static Display Loan Program at the Destin - Fort Walton Beach Airport (C11-1859-AP).

**BACKGROUND:** On January 16, 2009, the Board of County Commissioners approved the initial F-15 Loan Agreement, SDA0398, with the National Museum of the United States Air Force Static Display Loan Program. The agreement requires annual renewal by the Board's Chairman and confirmation that all loaned components are in good condition. Airport Staff has verified the aircraft's condition, confirmed the inventory report, revised the point of contact information sheet, and produced digital images of the loaned property (pictures attached for your review) per agreement requirements. The loan agreement, inventory report, point of contact information sheet, digital images (CD), and the certificate of insurance will be sent to the National Museum of the United States Air Force per the attached loan renewal instructions. The Board is requested to authorize the Chairman to sign the agreement. The procurement/contract/lease internal coordination sheet is attached.

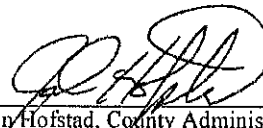
**OPTIONS:** Approve, Reject or Table.

**RECOMMENDATIONS:** It is Staff's recommendation that the Board approve the F-15 Static Display Renewal for 2018 as described above.

**RECOMMENDED BY:**

  
 Tracy Stage, Airport Director 2/26/2018

**APPROVED BY:**

  
 John Hofstad, County Administrator 2/27/2018

SCANNED



**PROCUREMENT/CONTRACT/LEASE  
INTERNAL COORDINATION SHEET**

Procurement/Contract/Lease Number: C11-1859 - AP Tracking Number: 2187-18  
Procurement/Contractor/Lessee Name: National Museum, USAF Grant Funded: YES \_\_\_ NO   
Purpose: F-15 Static Display Loan Agreement  
Date/Term: 3-31-18 1.  GREATER THAN \$100,000  
Amount: ∅ 2.  GREATER THAN \$50,000  
Department: Airports 3.  \$50,000 OR LESS  
Dept. Monitor Name: STAG/Miner

**Purchasing Review**

Procurement or Contract/Lease requirements are met:  
[Signature] Date: 2/2/18  
Purchasing Director or designee Greg Kisela, Jeff Hyde, DeRita Mason, Matthew Young

**2CFR Compliance Review (if required)**

Approved as written:  
[Signature] Date: 2/2/2018  
Grants Coordinator Renee Biby

**Risk Management Review**

Approved as written:  
[Signature] Date: 2-7-18  
Risk Manager or designee Laura Porter or Krystal King

**County Attorney Review**

Approved as written: see Approval Dated Date: 2/3/18  
County Attorney Gregory T. Stewart, Lynn Hoshihara, Kerry Parsons or Designee

Following Okaloosa County approval:

**Clerk Finance**

Document has been received:  
\_\_\_\_\_  
Finance Manager or designee Date: \_\_\_\_\_

## Matthew Young

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**From:** Parsons, Kerry <KParsons@ngn-tally.com>  
**Sent:** Saturday, February 03, 2018 7:55 PM  
**To:** Matthew Young  
**Cc:** Lynn Hoshihara; Krystal King; Laura Porter  
**Subject:** RE: F-15 Static Display Loan Renewal for Coordination/ Coordination No. 2187-18

This is approved for legal sufficiency.

---

**From:** Matthew Young [mailto:myoung@co.okaloosa.fl.us]  
**Sent:** Friday, February 02, 2018 12:13 PM  
**To:** Parsons, Kerry  
**Cc:** Lynn Hoshihara; Krystal King; Laura Porter  
**Subject:** FW: F-15 Static Display Loan Renewal for Coordination/ Coordination No. 2187-18  
**Importance:** High

Please see the attached coordination item for the Airports Dept.

Respectfully,



**Matthew Young**  
Contracts & Lease Coordinator  
Okaloosa County Purchasing Department

Tel: (850) 689-5960 | Fax: (850) 689-5970  
[myoung@co.okaloosa.fl.us](mailto:myoung@co.okaloosa.fl.us) | [www.co.okaloosa.fl.us/](http://www.co.okaloosa.fl.us/)  
5479 Old Bethel Rd, Suite A| Crestview, FL 32536

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*Please note: Due to Florida's very broad public records laws, most written communications to or from County employees regarding County business are public records, available to the public and media upon request. Therefore, this written e-mail communication, including your e-mail address, may be subject to public disclosure.*

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**From:** Dave Miner  
**Sent:** Friday, February 02, 2018 8:28 AM  
**To:** Matthew Young <[myoung@co.okaloosa.fl.us](mailto:myoung@co.okaloosa.fl.us)>; DeRita Mason <[dmason@co.okaloosa.fl.us](mailto:dmason@co.okaloosa.fl.us)>  
**Cc:** Tracy Stage <[tstage@co.okaloosa.fl.us](mailto:tstage@co.okaloosa.fl.us)>; Stephanie Herrick <[sherrick@co.okaloosa.fl.us](mailto:sherrick@co.okaloosa.fl.us)>; Lianne Clark <[lclark@co.okaloosa.fl.us](mailto:lclark@co.okaloosa.fl.us)>  
**Subject:** F-15 Static Display Loan Renewal for Coordination

Matthew:

Please start the coordination for the attached F-15 Static Display Loan Renewal for 2018.  
Thank you.

Dave



David E. Miner  
Properties and Leases  
Okaloosa County Airports  
(850) 651-7160 Ext. 4  
[www.flyvps.com](http://www.flyvps.com)

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## CONTRACT, LEASE, AGREEMENT CONTROL FORM

Date: 03/24/2017

Contract/Lease Control #: C11-1859-AP

Bid #: NA

Contract/Lease Type: AGREEMENT

Award To/Lessee: NATIONAL MUSEUM OF THE USAF

Owner/Lessor: OKALOOSA COUNTY

Effective Date: 04/01/2011

Expiration Date: 03/31/2018

Description of Contract/Lease: LOAN AGREEMENT # SDA0398 FOR F-15 STATIC DISPLAY

Department: AP

Department Monitor: STAGE

Monitor's Telephone #: 850-651-7160

Monitor's FAX # or E-mail: TSTAGE@CO.OKALOOSA.FL.US

Closed:

Cc: Finance Department Contracts & Grants Office

## EXHIBIT B

### CONTRACT, LEASE, AGREEMENT CONTROL FORM

Date: 5/16/10

Contract/Lease Control #: C11-1859-AP

Bid #: NA Contract/Lease Type: AGREEMENT

Award To/Lessee: NATIONAL MUSEUM OF THE USAF

Lessor/Owner: OKALOOSA COUNTY

Effective Date: 04/01/2011

Expiration Date: 03/31/2017

Description of Contract/Lease: LOAN AGREEMENT # SDA0398 FOR F-15 STATIC DISPLAY

Department Manager: AIRPORT

Department Monitor: Stagl

Monitor's Telephone #: 651-7160

Monitor's FAX # OR E-Mail: S Harman@CO.OKALOOSA.FL.US

Date Closed: \_\_\_\_\_

Cc: Finance Dept Contracts & Grants Division

## CONTRACT & LEASE INTERNAL COORDINATION SHEET

Contract/Lease Number: <u>C15-2274-AP</u>	Tracking Number: _____
Contractor/Lessee Name: <u>National Museum of the USAF</u>	Grant Funded: YES ___ NO <u>X</u>
Purpose: <u>F15 Lease Agreement</u>	
Date/Term: <u>3-31-17</u>	1. <input type="checkbox"/> GREATER THAN \$50,000
Amount: <u>0</u>	2. <input type="checkbox"/> GREATER THAN \$25,000
Department: <u>AP</u>	3. <input type="checkbox"/> \$25,000 OR LESS
Dept. Monitor Name: <u>Stage/miser</u>	
Document has been reviewed and includes any attachments or exhibits.	

<b>Purchasing Review</b>	
Procurement requirements are met:	
<u>Ch - Powell</u> Purchasing Director or designee	Date: <u>2/6/2017</u>
<small>Greg Kisela, Charles Powell, DeRita Mason, Matthew Young</small>	

<b>Risk Management Review</b>	
Approved as written:	
<u>Krystal King</u> Risk Manager or designee	Date: <u>2-13-17</u>
<small>Laura Porter or Krystal King</small>	

<b>County Attorney Review</b>	
Approved as written:	
<u>See approval dated 2/9/2017</u>	Date: _____
<small>Gregory T. Stewart, Lynn Hoshihara, Kerry Parsons or Designee</small>	

Following Okaloosa County approval:

<b>Contracts &amp; Grants</b>	
Document has been received:	
_____ Contracts & Grants Manager	Date: _____

## Dave Miner

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**From:** Parsons, Kerry <KParsons@ngn-tally.com>  
**Sent:** Thursday, February 09, 2017 1:56 PM  
**To:** Dave Miner; Charles Powell  
**Cc:** Krystal King; David Williams; Lynn Hoshihara  
**Subject:** RE: F-15 Renewal 2017

This is approved for legal sufficiency.

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**From:** Dave Miner [mailto:dminer@co.okaloosa.fl.us]  
**Sent:** Thursday, February 02, 2017 3:42 PM  
**To:** Charles Powell  
**Cc:** Parsons, Kerry; Krystal King; David Williams  
**Subject:** F-15 Renewal 2017

Charles:

Please send the F-15 Renewal Package out for coordination. You will receive the original in distro.  
Thanks.

Dave

David E. Miner  
Properties and Leases  
Okaloosa County Airports  
(850) 651-7160 Ext. 4  
[www.flyvps.com](http://www.flyvps.com)

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## INSTRUCTIONS FOR COMPLETING THE 2017 LOAN RENEWAL PROCESS

1. **2016 LOAN AGREEMENT:** Review, sign and date the Acceptance Statement located on page six of the loan agreement. Loan Agreement must be signed by the individual authorized to obligate the organization. **NOTE: No changes are authorized to be made to the 2016 Loan Agreement. Any changes made will automatically void the Agreement.** Return entire document, not just the signature page.

2. **2016 INVENTORY REPORT:** Complete a physical inspection of each item, verifying the nomenclature against the attached computerized inventory report. Please annotate any discrepancies such as additions (munitions that are attached to the aerospace vehicles), shortages, damage or deterioration. Upon completion of the physical inspection, sign and date the Certification Statement at the bottom of the inventory.

3. **2015 POINT OF CONTACT INFORMATION SHEET:** Review the Point of Contact Information sheet and make pen and ink changes only to correct the information, **do not retype**. Explanations of several items on the Point of Contact Information Sheet are listed below:

- **The Historical Property Custodian:** The individual authorized to obligate the organization is the Historical Property Custodian (no exceptions).
- **Primary Point of Contact, Title Primary Point of Contact & Primary Phone Number:** This is the individual that you want to receive any correspondence from the Museum and can answer any questions in reference to the items on loan. This individual can be different from the Historical Property Custodian.
- **Email Address:** This is the email address that all correspondence will be sent to.

4. **PHOTO REQUIREMENTS:** Provide a CD containing current digital images saved in JPG format only. No hard copies, flash drive, videos, movies, power points, etc.

Images must contain:

- General view of the **whole aircraft/missile in its entirety, taken from both left and right sides** to include sufficient detail to show the overall condition and tail number for the airframe. No section or angle shots. Images for all other artifacts will be of sufficient detail to insure positive identification of each object.
- Any damage to the item (e.g. corrosion, insect/animal infestation, paint chipping or fading, broken or cracked canopies or windows). Provide both close up, detailed views and wide angle views (where appropriate)
- Any armaments or munitions attached to items on loan; images should show sufficient detail to ensure positive identification of each object (if applicable)
- If aircraft/missile has been reconfigured, we will need a photo of the required sign. See paragraph 13 of the Loan Agreement for sign requirement.

5. **INSURANCE:**

- Provide proof of insurance to include name of carrier, limits of liability and period of coverage, **must contain the expiration date of policy**, (copy of binder).
- For self-insured organizations, proof shall constitute of a written and signed statement attesting to ability to reimburse for full replacement value will be provided each year. **Document must be dated.**

For insurance purposes the Government appraised value of the item(s) on loan to your organization is noted on the inventory report in the column labeled "Value".

6. **RETURN CHECK LIST:** Complete return check list.

**Contract # C11-1859-AP  
NATIONAL MUSEUM OF THE USAF  
LOAN AGREEMENT #SDA0398  
FOR F-15 STATIC DISPLAY  
EXPIRES: 03/31/2018**

**NATIONAL MUSEUM OF THE UNITED STATES AIR FORCE (NMUSAF)  
STATIC DISPLAY LOAN PROGRAM**

**2017 LOAN AGREEMENT, SDA0398**

**1.0. Parties.** The United States of America or "the Government," represented by the National Museum of the United States Air Force (NMUSAF), and collectively referred to hereinafter as "the Lender," hereby establishes with the OKALOOSA COUNTY hereinafter called "the Borrower," incorporated and operating under the laws of the State/Country of FLORIDA and located at CRESTVIEW, a Loan Agreement hereinafter called "the Agreement" for U.S. Air Force (USAF) historical property. This Agreement is entered pursuant to Public Law 80-421 [10 United States Code (USC) §2572], and any amendments thereto, and is effective for the period commencing 1 April 2017 and ending 31 March 2018. This Agreement is not transferable.

**2.0. Borrower Obligations/Costs.** The Borrower has applied, in writing, for the loan of USAF historical property, and hereby agrees to be responsible for all arrangements and, in accordance with 10 USC §2572, is required to pay all costs, charges and expenses incident to the loan of this property, including, but not limited to, the cost of preparation, demilitarization, hazardous material removal, disassembly, packing, crating, handling, maintenance, repair, restoration, transportation and all other actions incidental to the use and/or movement of the loaned property to or from the Borrower's location.

**3.0. Loaned Property.** The NMUSAF shall loan to the Borrower the historical property identified in the inventory report, which has been included in the loan package and is incorporated into this Agreement by reference as if fully rewritten herein (hereinafter the "Property"). The Borrower accepts the Property on an "as is, where is" basis, and the Lender makes no warranties, expressed or implied, as to the Property's condition, fitness for any particular purpose, or other warranty of any kind.

**4.0 Loan Conditions.**

**4.1.** The Borrower agrees that the Property shall be used for static display purposes only. Loaned aerospace vehicles will not be flown or restored to flying condition under any circumstance, nor will they be licensed with the Federal Aviation Administration (FAA). The Borrower shall not remove any parts from loaned aircraft except as directed in paragraph 4.2. Relocation of the Property for temporary special events (parades, ceremonies, air shows, etc.) is not authorized under any circumstances. No decorations of any type, for any purpose (special event, seasonal display, ceremonies, etc.) are authorized to be displayed on any of the Property. The Property shall not be used in a manner that provides the appearance of endorsement by the USAF of any non-federal entity or political candidate, or the expression of a political viewpoint of any kind. The Property shall not be used for political purposes of any kind or as part of a political event, including, but not limited to, advertising or promotion of a political event, or as background for a political debate, speech or other political event.

**4.2.** The Borrower agrees to allow the Lender to remove parts from loaned aerospace vehicles for the NMUSAF or military requirements, upon written direction from the NMUSAF. Such parts are generally internal in nature and removal or replacement should not alter the external aesthetic appearance of the aerospace vehicle.

**4.3.** The Borrower shall not part with possession of the Property or any component of the Property in any manner to any third party either directly or indirectly. The Borrower shall not enter into any negotiations with a third party regarding any future disposition of the loaned material, in whole or in part.

**4.4.** The Borrower agrees to all of the following: to use the Property in a careful and prudent manner; to not modify the Property in any manner, without prior written permission of the Lender, which would alter the original form, design, or the historical significance of said Property; to perform routine maintenance to include (but not limited to) annual upkeep, periodic painting, tire inflation, repair of damage, day-to-day care and management of the Property, so as to provide an acceptable appearance and to not reflect negatively on the Lender; and to display and protect the Property in accordance with the instructions set forth in Attachments 1 and 2, which are incorporated into this Agreement by reference as if fully rewritten herein.

**4.5.** The Borrower agrees that any additions, modifications or alterations that improve the Property become part of said Property and are owned by the NMUSAF.

**4.6.** Interior access to loaned aerospace vehicles (cockpit, cargo areas, etc.) for purposes other than maintenance or restoration work by persons other than staff or authorized maintenance personnel is prohibited. This is to ensure not only the integrity and preservation of the aircraft, but more importantly, the safety and security of the public.

**5.0. Use as Security, Sale or Lease.** The Borrower agrees not to use the Property as security for any loan, and not to sell, lease, rent, lend or exchange the Property under any circumstances.

**6.0. Professional Photography.** The Borrower shall not make or allow the use of the Property for any commercial purpose, including, but not limited to, use of the Property for still photography, motion picture, television or video production, without prior written approval from the Lender. Casual photography or motion video created by visitors for personal or non-promotional use is permitted.

**7.0. Incident Reporting.** The Borrower shall within one (1) working day of discovery, notify the Lender of any instance of loss, damage or destruction of the Property.

**8.0. Title.** The Borrower shall obtain no interest in the Property by reason of this Agreement and title shall remain in the Lender at all times.

**9.0. Receipt, Custody & Liability.**

**9.1.** This Agreement shall be executed prior to the Borrower accepting physical custody of the Property or on or before 1 April 2016.

**9.2.** The Borrower agrees to provide a receipt to the Lender at the time it assumes physical custody of the Property (unless the Property is already in its possession).

**9.3.** The Borrower agrees that it is strictly liable for up to the full replacement value (FRV) of the Property, as identified in the inventory report, and to accept such liability upon assuming physical custody of the Property or execution of this Agreement, whichever occurs first.

**9.4.** The Borrower agrees that the FRV of the Property is as identified in the inventory report and waives any right to contest the FRV in any legal proceeding. In the event any item of historical property does not have an FRV identified in the inventory report, the FRV shall be determined at the sole discretion of the NMUSAF.

**9.5.** The Borrower agrees that if the Property, or any portion thereof, has been irreparably damaged, destroyed or stolen the NMUSAF may direct the Borrower to either replace the Property with an historical item of equal value to the satisfaction of the NMUSAF or require monetary reimbursement

equaling the FRV. In the event of less than total loss to the Property, or any portion thereof, the Borrower agrees to repair/replace the damage to the Property to the satisfaction of the NMUSAF or reimburse the NMUSAF for the full value of the damage, as determined by the NMUSAF. The election of a remedy under this subparagraph is at the sole discretion of the NMUSAF. This subparagraph is not intended to waive or limit the Government's rights and remedies, legal or equitable, and the Government reserves all such rights and remedies.

9.6. The Borrower agrees to place the Property on exhibit within ninety (90) days from the date it takes physical custody, or as otherwise mutually agreed upon.

#### **10.0. Borrowers Responsibilities.**

10.1. The Borrower agrees to the greatest extent permitted by FLORIDA Law to indemnify, hold harmless, and defend the Lender from and against all claims, demands, actions, liabilities, judgments, costs, and attorney's fees, arising out of, claimed on account of, or in any manner predicated upon personal injury, death, or property damage caused by or resulting from possession and/or use of the Property. Nothing herein shall be construed to waive or limit the federal Government's rights and remedies permitted by law.

10.2. The Borrower agrees to report, as requested, to the Lender on the condition and location of the Property. Further, the Borrower agrees to allow authorized Department of Defense representatives access to the Borrower's records and facilities to assure accuracy of information provided by the Borrower and compliance with the terms of this Agreement.

10.3. The Borrower agrees to return said Property to the Lender on termination of this Agreement or earlier, if it is determined that the Property is no longer required, at no expense to the Lender. In the event of a partial termination, the Borrower agrees to the return of all items of the Property subject to the partial termination, at no expense to the Lender.

#### **11.0. Initial Loan Agreement Requirements.**

11.1. The Borrower agrees to furnish the Lender a CD/DVD containing digital images of the Property within fifteen (15) days of taking physical possession of the Property. The image file name must be the accession number for that item (e.g. SD-2000-0123.JPG). For aircraft and ballistic missiles, images will include views showing all external surfaces including tail number and all accessible interior areas including instrument panels, avionics racks and equipment, aircrew, passenger, cargo and payload compartments, wheel wells, and bomb bays. Digital images for all other artifacts will be of sufficient detail to ensure positive identification of each object.

11.2. The Borrower shall arrange insurance coverage for the Property on an all-risk, wall-to-wall basis, at a minimum, for an amount that equals the total agreed upon FRV for all items in the inventory report, plus any additional amount to cover the inventory that does not have an identified FRV, so long as the Property remains in its possession. The Borrower further agrees to furnish the Lender proof of said insurance. For Borrowers with private insurance coverage, proof shall constitute a copy of the insurance certificate from the commercial provider, noting any deductible, and showing coverage up to the FRV of the Property and any additional coverage for Property that does not have an FRV identified in the inventory report. For self-insured organizations, proof shall constitute a written and signed statement attesting to its ability to reimburse the Government for the FRV of the Property (as identified in the inventory report and/or as determined by the NMUSAF).



## **12.0. Annual Loan Renewal Requirements.**

**12.1.** The Borrower agrees to furnish the Lender a CD/DVD containing digital images of the Property. The image name must be the accession number for that item (e.g. SD-2000-0123.JPG). Digital images of aircraft and missiles will provide general views to include sufficient detail to show the overall condition and tail number of the airframe. Digital images for all other artifacts will be of sufficient detail to ensure positive identification of each object and its current condition.

**12.2.** The Borrower agrees to furnish a copy of the most recent annual financial statements to include revenue and expense reporting and a projected budget for the next operating year.

**12.3.** The Borrower agrees to furnish the Lender proof of insurance as required in subparagraph 11.2 for each renewal period.

**12.4.** The Borrower agrees to furnish a signed inventory as provided by the Lender with the annual renewal package, which accurately reflects the Property in its possession. Discrepancies in the inventory provided by the Lender shall be noted on the inventory report by the Borrower to the extent that such notes accurately reflect the current inventory held by the Borrower. In the event of a dispute, the Lender shall make the final determination of the current inventory on or near the renewal date and document the NMUSAF records accordingly.

## **13.0. Display/Maintenance Requirements.**

**13.1.** No aircraft will be renovated, reconfigured, painted, have markings changed, or tail number altered, or any parts added, removed, or replaced as part of a planned restoration effort without prior written approval from the NMUSAF.

**13.2.** The Borrower agrees that all aircraft, missiles and artifacts on display will have an identification sign adjacent to each display. For aircraft and missiles note the type, model, and serial number. If the aircraft or missile has been reconfigured, markings changed, or serial number altered after acquisition for display purposes, it will be stated on the sign and noted in all records as follows:

"The (item) on display is actually (nomenclature), Serial No. \_\_\_\_\_, but painted and marked to depict (nomenclature), Serial No. \_\_\_\_\_, assigned to the (Unit and/or person) in (location or theater) during (year)."

**13.3.** The sign will state that the item is part of the NMUSAF collection as follows:

"This (artifact/object) is on loan from the National Museum of the United States Air Force."

**13.4.** For aircraft on which the serial number has been altered for display purposes with prior written approval, the mission, design and series (e.g. F-100C or F-4C) along with the original serial number will be stenciled in two inch letters using contrasting paint colors on the fuselage under the horizontal stabilizers.

**13.5.** All record keeping will reflect the true serial number.

## **14.0. Radioactive Components.**

14.1. Completion of Section 2 of Air Force Form 3580, (USAF Museum Aerospace Vehicle Static Display Acceptance Condition and Safety Certificate), or comparable certification indicating that a complete radioactive material survey has been accomplished shall be included in the official file.

14.2. In accordance with Attachment 1, ("NMUSAF Loan and Static Display Programs' Instructions for Preparation and Maintenance of Aerospace Vehicles"), if radioactive items are determined to have been installed or reinstalled during later inspections, the Borrower will pay the cost of removal of the radioactive items and any decontamination required.

#### **15.0. Loan Termination.**

15.1. The Borrower agrees to return said property to the NMUSAF on termination of this Agreement or earlier, if it is determined that the property is no longer required, at no expense to the NMUSAF.

15.2. **The failure of the Borrower to observe any of the conditions set forth in this Agreement and Attachments 1 and 2 thereto shall be sufficient cause for the Lender to terminate the loan and repossess the Property.** Repossession of all or any part of the Property by the Lender shall be made at no cost to the Government; the Borrower shall be responsible for paying all maintenance, freight, storage, crating, handling, transportation and other costs or charges attributable to such repossession.

15.3. In the event the loan is terminated for any reason, the provisions of this Agreement will remain in effect until all of the Property, or in the event of a partial termination that portion of the Property at issue, has been relocated and in a condition that is satisfactory to the NMUSAF.

15.4. Termination of the loan and subsequent repossession of all or any part of the Property at the option of the Borrower shall require no less than thirty (30) days advance notice to the Lender in writing. This requirement may be waived by the Lender only through the provision of a written waiver to the Borrower prior to the return of the Property.

15.5. The Lender reserves the right not to renew this Agreement, in all or part, and to recall the Property if required by the Lender to meet the requirements of the NMUSAF, Wright-Patterson AFB, OH or for other military requirements. The Lender will provide a written thirty (30) day notice of intent to recall to the Borrower. In the event of recall, movement of the recalled Property from the Borrower's site will be accomplished at the Lender's expense.

**16.0. Dispute Resolution.** In the event a dispute arises between the parties over the terms and conditions of this Agreement reasonable attempts will be undertaken to resolve the matter through negotiation between the parties or persons appointed, in writing, by the parties. This Agreement shall be construed and interpreted in accordance with Federal law. If any provision herein is held unlawful or otherwise unenforceable by the Court any remaining provisions shall be considered divisible and remain in full force and effect. In the further event that negotiations fail to reach a resolution, the parties agree that the Federal District Court for the Southern District of Ohio, at Dayton, Ohio, will be the exclusive venue for resolving such disputes.

Executed on behalf of the Lender this 22nd Day of January, 2017 at Wright-Patterson AFB OH.

UNITED STATES OF AMERICA

OCHS.PATRICIA.A.1230366671

Digitally signed by OCHS.PATRICIA.A.1230366671  
DN: c=US, o=U.S. Government, ou=DoD, ou=PKI, ou=USAF,  
cn=OCHS.PATRICIA.A.1230366671  
Date: 2017.01.22 20:25:08 -05'00'

By: PATRICIA OCHS  
Title: Static Display Program Administrator

Agency: National Museum of the United States Air Force

Address: NMUSAF/MUC  
1100 Spaatz St  
Wright-Patterson AFB OH 45433-7102

Telephone: (937) 255-4770 Fax Number: (937) 656-4081

Email: patricia.ochs@us.af.mil

ACCEPTANCE

The Borrower, through its authorized representative, hereby accepts responsibility of the Property subject to the terms and conditions contained in this Agreement set forth above. The Borrower certifies that they have read, understand and acknowledge that concealing a material fact and/or making a fraudulent statement in dealing with the federal government may constitute a violation of federal law in accordance with 18 USC §1001.

Executed on behalf of the Borrower this 22 day of Jan 2017, at Shalimar, Florida.

Okaloosa County

(Name of Borrower/Organization)

By: Carolyn N Ketchel  
(Signature)



Carolyn N. Ketchel, Chairman

(Typed or Printed Name & Title)

Address: 1250 N. Eglin Pkwy, Suite 100

Shalimar, FL 32579

Telephone: 850-651-7105 Fax Number: 850-651-7142

Email: cketchel@co.okaloosa.fl.us

## ATTACHMENT 1

### NATIONAL MUSEUM OF THE UNITED STATES AIR FORCE (NMUSAF) LOAN AND STATIC DISPLAY PROGRAMS

#### INSTRUCTIONS FOR PREPARATION AND MAINTENANCE OF AEROSPACE VEHICLES

##### SECTION A - GENERAL

###### A. Information:

1. This instruction covers the requirements for the preparation and preservation of aerospace vehicles for static display by an organization borrowing an aerospace vehicle from the National Museum of the United States Air Force (NMUSAF).

2. These requirements are designed to return and/or maintain the aerospace vehicle in as near original configuration as possible and to render them suitable for display.

3. Generally, all reconditioning, repairing, and refinishing will be accomplished in accordance with current Air Force directives and instructions and in a manner that would not modify it in any way, thereby altering the original form, design, or the historical significance of, said property. Deviations from this standard must be requested in writing and approved by NMUSAF.

###### B. Security Requirements:

1. Aerospace vehicles on display and undergoing preparation for display shall be kept secure from unsupervised personnel. Aerospace vehicles will be maintained with sufficient security to ensure that it is protected from vandalism and theft or unauthorized removal of components.

2. Any theft or unauthorized removal of components shall be immediately reported to the local law enforcement agency and by the next working day to NMUSAF. This must be followed by a report of the investigation of the incident within 30 days.

3. All canopies, doors, access hatches, and access plates, except for one entrance door, will be permanently sealed shut by any of the following methods to prevent unauthorized entry:

a. Bolting through the hatch to internal crossbars placed across the opening. These can be fabricated from sturdy steel strapping or channel iron.

b. Riveting the door securely to the jamb section.

c. Attaching hasps internally and securing with inside padlock.



d. Whatever method is employed to secure doors and access hatches, the crevices remaining will be filled with caulking compound or elastic putty to prevent internal damage from rain, snow, dust and ice. The access door that is not permanently sealed must be secured by a hasp welded or riveted in place. Multiple locks (two or three) are preferable, each with separate key or combination. This technique will reduce the possibility of unauthorized access but will provide emergency entrance for authorized personnel.

### **C. Maintenance Records:**

1. Whenever items are permanently removed, the removal and disposition of such items shall be annotated on a maintenance log or AF Form 3581 (available from NMUSAF).

2. All work items that are accomplished shall be listed and signed off on a maintenance log (AF Form 3581, available from the NMUSAF).

3. Utilizing the maintenance log, a detailed accounting will be maintained by the borrower of all items removed or installed with the date of installation/removal and the name of the individual accomplishing the work.

4. Copies of all maintenance records must be returned to NMUSAF/MUC with the annual loan renewal process for preservation.

## **SECTION B - REQUIREMENTS**

### **A. Prepare Powerplant for Display:**

1. Disconnect and drain all water and oil lines, tanks, valves, and pumps. Reconnect lines and reinstall plugs after draining (if applicable).

2. Clean excess oil and grease from exterior components of engines (if applicable).

3. Check powerplant cowling for corrosion and damage. Repair and refinish as necessary for display.

4. Install intake and exhaust protective covers. Use standard covers if available or suitable substitutes.

5. Clean and preserve propeller(s). Treat any affected areas and refinish to standard configuration.

### **B. Prepare Landing Gear:**

1. Clean and preserve strut.

2. Clean all wheels and other landing gear components.

3. Check and remove corrosion. Repaint to standard configuration.
4. Check all tires for excessive wear and adjust pressure as required.
5. Secure all retractable landing gear in the down position with positive locking devices.

**C. Prepare Hydraulic Systems:**

Clean all exposed finished surfaces of actuating rods, hydraulic cylinders, locks, and valves. Other hydraulic equipment will be cleaned and coated with corrosion preventative compound.

**D. Prepare Electronic Systems:**

Leave all electronic equipment that is not reclaimed installed on the aerospace vehicle. Stow all connectors from equipment that has been removed.

**E. Prepare Airframe:**

1. Check airframe for corrosion and treat affected areas.
2. Clean all debris and foreign material from interior of fuselage.
3. Check airframe for external damage and repair.
4. Cover all openings that will allow the entrance of water or other foreign matter that may have a corrosive or other deteriorating effect. Use standard covers if available, or suitable substitutes. Additional protection may be incorporated for aerospace vehicles displayed outside.
5. Check all fuselage, wing, and empennage drain holes for obstructions. Aerospace vehicles displayed outside may necessitate additional drain holes to ensure proper drainage. Drain holes should be periodically probed to ensure they are not obstructed. Inspect for water trapped in lower portions of fuselage. If water is present, comply with instructions contained in applicable technical order for removal and correction.
6. Clean and treat lavatory and relief facilities (if applicable).
7. Check all astrodomes and plastic panels for crazing and damage. Repair and/or replace as necessary. Clean all plastic panels thoroughly with soap and water.

**F. Prepare Control Surfaces:**

1. Check all metal control surfaces for corrosion and treat-affected areas.
2. Check all control surfaces for external damage and repair areas as necessary.
3. Inspect all fabric-covered control surfaces, repair or re-cover as necessary.

4. Check all control surfaces, attaching mechanisms for loose rivets and/or sheared bolts and make necessary repairs.

5. Secure all moveable surfaces in a neutral position with positive locking devices.

#### **G. Radiation Safety:**

**No radioactive components will be reinstalled by the borrowing organization.** If radioactive items are found reinstalled during later inspections, the borrowing organization will pay the cost of removal of the radioactive items and any decontamination required.

#### **H. Final Preparation:**

1. Secure aerospace vehicles by attaching tie down restraints to surface attaching points and to major structural parts of the item. Tie down restraints, including surface attaching points, should be of sufficient strength to withstand the expected wind condition for the locality.

2. Place aerospace vehicles on surface concrete or asphalt of sufficient strength to support its weight. This will not apply if the recipient, with the written permission of the NMUSAF, has mounted the aerospace vehicle on a pylon attached to its structural members.

3. Aerospace vehicles that are normally supported on pneumatic tires must be placed on display stands. Tires should be inflated and or checked to maintain normal tire shape.

4. Remove all antenna wires that could serve as a bird roost.

5. Install bird proofing on all aerospace vehicle openings, including intake and exhaust covers.

6. Flag or cover protruding objects of a hazardous nature.

#### **I. Coordination:**

1. Deviation from the procedures outlined in this attachment must be requested in writing and require written approval prior to deviation.

2. No aerospace vehicles will be renovated, reconfigured, have markings changed, or tail number altered, or any parts added, removed, or replaced as part of a planned restoration effort without prior written approval from the NMUSAF.

## ATTACHMENT 2

### NATIONAL MUSEUM OF THE UNITED STATES AIR FORCE (NMUSAF) LOAN AND STATIC DISPLAY PROGRAMS

#### INSTRUCTIONS FOR THE CARE OF ARTIFACTS

##### **A. Information:**

1. These general guidelines are provided to fulfill the NMUSAF's obligation to ensure the preservation of the collection and to define the responsibilities of organizations that retain historical property for display.

2. Under normal circumstances, artifacts will not be made available from the NMUSAF unless the basic measures for preservation and conservation have already been accomplished. However, regardless of the state of preservation at the time of receipt, an assessment must be made and all appropriate measures taken to ensure continued preservation of historical property. All items must be properly prepared for exhibition, placed in a safe environment and inspected periodically.

##### **B. General Guidelines for Artifacts:**

1. All artifacts must be protected from harmful exposure and maintained in a stable environment. Preservative treatments and mounting techniques will vary with each item depending on its material(s), condition and display method. The following are some general guidelines:

a. When displaying an artifact never modify it in such a way as to alter or compromise its integrity, authenticity or uniqueness. Retain its natural characteristics.

b. Provide appropriate physical security against vandalism or theft through the use of locked or sealed display cases. The artifact's intrinsic value should determine the security measures required.

c. Good housekeeping and environmental control are essential for the long term care of museum artifacts.

2. Contact the NMUSAF Conservator for guidance if needed.

**C. Damage Threats to Artifacts:** The threats of damage or deterioration to artifacts generally come from four sources:



1. People – The greatest threat to the continued survival of an artifact comes from people. This is a result of mishandling the artifact resulting in mechanical breakage, soiling from unprotected hands (fingerprints), improper cleaning methods and incorrect attempts at preservation or repairs (making it 'look' better). Unfortunately, theft must also be included in this category.

2. Light – Light, a form of radiation, damages many materials, especially fabrics. This damage is first observed as the fading of colors followed by the gradual breakdown of the material. The most harmful portion of the light spectrum is ultra-violet (UV). Protecting from UV is accomplished by avoidance of natural sunlight or artificial light such as florescent and halogen. The use of Light Emitting Diodes (LED) is the preferred standard in museum exhibits. Normal incandescent lighting is low in UV radiation.

a. All historical property on loan from the NMUSAF that is on interior exhibit will not be exposed to light level which exceeds 200 lux or 20 foot-candles from any source. The acceptable level for most artifacts falls between 50 and 200 lux or 5 and 20 foot-candles. Sensitive artifacts, such as artwork, photographs and textiles should have their intensity levels adjusted toward lower limits and/or limited exposure time. There is a reciprocity law between intensity (lux) and time of exposure: Ten hours of exposure at 50 lux has the same damaging effect as 1 hour at 500 lux.

b. Protection for UV is accomplished by avoidance or shielding. Shielding of UV producing light sources, such as direct or diffused sunlight and all fluorescent lighting, requires UV Plexiglas, solar screen, blackout curtains or UV filtering sleeves. All UV filtering media have a life span of about 10 years, after which they must be changed to maintain their effectiveness.

3. Environment – The most common environmental threats are heat and humidity. Ideally, an artifact is displayed at a constant temperature of 68 degrees and 50% relative humidity. Of the two, humidity is the most destructive. Excessive heat and humidity may create a favorable environment for the growth of molds and fungus as well as rust/corrosion. Rapid changes in temperature and humidity should be avoided.

4. Insect/Pest – Insects and pests can be highly destructive. The first line of defense is the cleanliness of the facility. Careful monitoring and frequent inspection will provide early detection of infestation. If and when an infestation is detected many methods of pest removal are destructive to artifacts. If an artifact is exposed to infestation, contact the NMUSAF Conservator.

**D. Conservation:** Adherence to the guidelines for preservation of artifacts will go a long way to ensure their longevity. In rare instances, some conservation measures may be needed. Contact the NMUSAF Conservator for guidance. Do not attempt to treat an artifact on your own.

**E. Storage:** All attempts should be made to place artifacts on exhibit as soon as possible. Environmental control, good housekeeping and periodic inspections are essential to the proper storage of artifacts. Textiles shall be stored flat when possible and laid out on acid free tissue

paper. Well padded hangers should be used if textiles are hung for display. Storage on shelves shall be loose with no piling or stacking of artifacts and all shelving covered with acid free tissue. If shelving is wood, it shall be sealed to deter transfer of acid from wood to artifacts. Cabinets are preferable to open storage as they discourage theft, dust and insect problems.

**F. Handling:** Wear cotton, nitrile or latex gloves while handling artifacts. Two hands should be used to handle or carry artifacts to reduce risk of dropping. Carry only one artifact at a time. Do not carry or lift artifacts by handles or weakest point.

**G. Display:** Displaying an artifact can be very detrimental if not done properly. Cases should be designed to incorporate UF-3 or UF-5 Plexiglas to shield artifacts from UV light. Cases should be ventilated to allow air exchange and openings filtered to prevent entry of insects. All interior surfaces of wooden cases should be properly sealed. All artifacts should be buffered from acidic display materials. Never alter an artifact to fit a case or to facilitate mounting. Use mannequins that do not place undue stress on uniforms. Do not force garments on to mannequins. Keep cases clean and place them in areas away from direct sun and extremes in temperature and humidity.


**H. Shipping:** Damage to artifacts can occur during shipping. Use appropriate packing materials to protect the artifact during transit. Consult the NMUSAF to arrange shipping.

NATIONAL MUSEUM of the U.S. AIR FORCE  
RCS: HAF-HO(A) 8801 INVENTORY REPORT  
Loan Account Number SDA0398

04-Jan-17

ACCESSION #	NOMENCLATURE	Value
SD-2009-0002	AIRCRAFT, F-15A(GF), 75-0044	\$21,000

I certify that the above listed items shown on Pages 1 through 1  
have been accounted for with any discrepancies so noted.

Signature: 

(Historical Property Custodian) (Date)

Carolyn N. Ketchel

Typed or Printed Name

Chairman

Typed or Printed Title

# 2017 POINT OF CONTACT INFORMATION SHEET

ACCOUNT NUMBER	SDA0398
CITY/ORGANIZATION NAME	OKALOOSA COUNTY
MAILING ADDRESS	101 E JAMES LEE BLVD
CITY	CRESTVIEW
STATE/COUNTRY	FL
ZIP CODE	32536
PHYSICAL LOCATION OF ITEM	<del>Northwest Florida Regional Airport, 1701 State Rd 85 North</del> Destin - Fort Walton Beach Airport
HISTORICAL PROPERTY CUSTODIAN	<del>MR. DON R. AMUNDS</del> Ms. Carolyn N. Ketchel
TITLE, HISTORICAL PROPERTY CUSTODIAN	CHAIRMAN, OKALOOSA COUNTY BOARD
PRIMARY POINT OF CONTACT	<del>MR. GREG DONOVAN</del> Tracy Stage
TITLE PRIMARY POINT OF CONTACT	AIRPORT DIRECTOR
PRIMARY PHONE NUMBER	850-651-7160 (Airport)
ALTERNATE PHONE NUMBER	850-651-7105 (County Board Ofc)
PRIMARY FAX NUMBER	850-651-7164 (Airport)
EMAIL ADDRESS	<del>gdonovan@co.okaloosa.fl.us</del> tstage

















EG 33 FW  
AFB2034













**NATIONAL MUSEUM OF THE UNITED STATES AIR FORCE (NMUSAF)  
STATIC DISPLAY LOAN PROGRAM**

**2016 LOAN AGREEMENT, SDA0398**

**1.0. Parties.** The United States of America or "the Government," represented by the National Museum of the United States Air Force (NMUSAF), and collectively referred to hereinafter as "the Lender," hereby establishes with the **OKALOOSA COUNTY** hereinafter called "the Borrower," incorporated and operating under the laws of the State/Country of **FL** and located at **CRESTVIEW**, a Loan Agreement hereinafter called "the Agreement" for U.S. Air Force (USAF) historical property. This Agreement is entered pursuant to Public Law 80-421 [10 United States Code (USC) §2572], and any amendments thereto, and is effective for the period commencing 1 April 2016 and ending 31 March 2017. This Agreement is not transferable.

**2.0. Borrower Obligations/Costs.** The Borrower has applied, in writing, for the loan of USAF historical property, and hereby agrees to be responsible for all arrangements and, in accordance with 10 USC §2572, is required to pay all costs, charges and expenses incident to the loan of this property, including, but not limited to, the cost of preparation, demilitarization, hazardous material removal, disassembly, packing, crating, handling, maintenance, repair, restoration, transportation and all other actions incidental to the use and/or movement of the loaned property to or from the Borrower's location.

**3.0. Loaned Property.** The NMUSAF shall loan to the Borrower the historical property identified in the inventory report, which has been included in the loan package and is incorporated into this Agreement by reference as if fully rewritten herein (hereinafter the "Property"). The Borrower accepts the Property on an "as is, where is" basis, and the Lender makes no warranties, expressed or implied, as to the Property's condition, fitness for any particular purpose, or other warranty of any kind.

**4.0 Loan Conditions.**

**4.1.** The Borrower agrees that the Property shall be used for static display purposes only. Loaned aerospace vehicles will not be flown or restored to flying condition under any circumstance, nor will they be licensed with the Federal Aviation Administration (FAA). The Borrower shall not remove any parts from loaned aircraft except as directed in paragraph 4.2. Relocation of the Property for temporary special events (parades, ceremonies, air shows, etc.) is not authorized under any circumstances. No decorations of any type, for any purpose (special event, seasonal display, ceremonies, etc.) are authorized to be displayed on any of the Property. The Property shall not be used in a manner that provides the appearance of endorsement by the USAF of any non-federal entity or political candidate, or the expression of a political viewpoint of any kind. The Property shall not be used for political purposes of any kind or as part of a political event, including, but not limited to, advertising or promotion of a political event, or as background for a political debate, speech or other political event.

**4.2.** The Borrower agrees to allow the Lender to remove parts from loaned aerospace vehicles for the NMUSAF or military requirements, upon written direction from the NMUSAF. Such parts are generally internal in nature and removal or replacement should not alter the external aesthetic appearance of the aerospace vehicle.

**4.3.** The Borrower shall not part with possession of the Property or any component of the Property in any manner to any third party either directly or indirectly. The Borrower shall not enter into any negotiations with a third party regarding any future disposition of the loaned material, in whole or in part.

4.4. The Borrower agrees to all of the following: to use the Property in a careful and prudent manner; to not modify the Property in any manner, without prior written permission of the Lender, which would alter the original form, design, or the historical significance of said Property; to perform routine maintenance to include (but not limited to) annual upkeep, periodic painting, tire inflation, repair of damage, day-to-day care and management of the Property, so as to provide an acceptable appearance and to not reflect negatively on the Lender; and to display and protect the Property in accordance with the instructions set forth in Attachments 1 and 2, which are incorporated into this Agreement by reference as if fully rewritten herein.

4.5. The Borrower agrees that any additions, modifications or alterations that improve the Property become part of said Property and are owned by the NMUSAF.

4.6. Interior access to loaned aerospace vehicles (cockpit, cargo areas, etc.) for purposes other than maintenance or restoration work by persons other than staff or authorized maintenance personnel is prohibited. This is to ensure not only the integrity and preservation of the aircraft, but more importantly, the safety and security of the public.

5.0. **Use as Security, Sale or Lease.** The Borrower agrees not to use the Property as security for any loan, and not to sell, lease, rent, lend or exchange the Property under any circumstances.

6.0. **Professional Photography.** The Borrower shall not make or allow the use of the Property for any commercial purpose, including, but not limited to, use of the Property for still photography, motion picture, television or video production, without prior written approval from the Lender. Casual photography or motion video created by visitors for personal or non-promotional use is permitted.

7.0. **Incident Reporting.** The Borrower shall within one (1) working day of discovery, notify the Lender of any instance of loss, damage or destruction of the Property.

8.0. **Title.** The Borrower shall obtain no interest in the Property by reason of this Agreement and title shall remain in the Lender at all times.

**9.0. Receipt, Custody & Liability.**

9.1. This Agreement shall be executed prior to the Borrower accepting physical custody of the Property or on or before 1 April 2016.

9.2. The Borrower agrees to provide a receipt to the Lender at the time it assumes physical custody of the Property (unless the Property is already in its possession).

9.3. The Borrower agrees that it is strictly liable for up to the full replacement value (FRV) of the Property, as identified in the inventory report, and to accept such liability upon assuming physical custody of the Property or execution of this Agreement, whichever occurs first.

9.4. The Borrower agrees that the FRV of the Property is as identified in the inventory report and waives any right to contest the FRV in any legal proceeding. In the event any item of historical property does not have an FRV identified in the inventory report, the FRV shall be determined at the sole discretion of the NMUSAF.

9.5. The Borrower agrees that if the Property, or any portion thereof, has been irreparably damaged, destroyed or stolen the NMUSAF may direct the Borrower to either replace the Property with an historical item of equal value to the satisfaction of the NMUSAF or require monetary reimbursement equaling the FRV. In the event of less than total loss to the Property, or any portion thereof, the Borrower



agrees to repair/replace the damage to the Property to the satisfaction of the NMUSAF or reimburse the NMUSAF for the full value of the damage, as determined by the NMUSAF. The election of a remedy under this subparagraph is at the sole discretion of the NMUSAF. This subparagraph is not intended to waive or limit the Government's rights and remedies, legal or equitable, and the Government reserves all such rights and remedies.

9.6. The Borrower agrees to place the Property on exhibit within ninety (90) days from the date it takes physical custody, or as otherwise mutually agreed upon.

#### **10.0. Borrowers Responsibilities.**

10.1. The Borrower agrees to the greatest extent permitted by Florida Law to indemnify, save harmless, and defend the Lender from and against all claims, demands, actions, liabilities, judgments, costs, and attorney's fees, arising out of, claimed on account of, or in any manner predicated upon personal injury, death, or property damage caused by or resulting from possession and/or use of the Property. Nothing herein shall be construed to waive or limit the federal Government's rights and remedies permitted by law.

10.2. The Borrower agrees to report, as requested, to the Lender on the condition and location of the Property. Further, the Borrower agrees to allow authorized Department of Defense representatives access to the Borrower's records and facilities to assure accuracy of information provided by the Borrower and compliance with the terms of this Agreement.

10.3. The Borrower agrees to return said Property to the Lender on termination of this Agreement or earlier, if it is determined that the Property is no longer required, at no expense to the Lender. In the event of a partial termination, the Borrower agrees to the return of all items of the Property subject to the partial termination, at no expense to the Lender.

#### **11.0. Initial Loan Agreement Requirements.**

11.1. The Borrower agrees to furnish the Lender a CD/DVD containing digital images of the Property within fifteen (15) days of taking physical possession of the Property. The image file name must be the accession number for that item (e.g. SD-2000-0123.JPG). For aircraft and ballistic missiles, images will include views showing all external surfaces including tail number and all accessible interior areas including instrument panels, avionics racks and equipment, aircrew, passenger, cargo and payload compartments, wheel wells, and bomb bays. Digital images for all other artifacts will be of sufficient detail to ensure positive identification of each object.

11.2. The Borrower shall arrange insurance coverage for the Property on an all-risk, wall-to-wall basis, at a minimum, for an amount that equals the total agreed upon FRV for all items in the inventory report, plus any additional amount to cover the inventory that does not have an identified FRV, so long as the Property remains in its possession. The Borrower further agrees to furnish the Lender proof of said insurance. For Borrowers with private insurance coverage, proof shall constitute a copy of the insurance certificate from the commercial provider, noting any deductible, and showing coverage up to the FRV of the Property and any additional coverage for Property that does not have an FRV identified in the inventory report. For self-insured organizations, proof shall constitute a written and signed statement attesting to its ability to reimburse the Government for the FRV of the Property (as identified in the inventory report and/or as determined by the NMUSAF).

## **12.0. Annual Loan Renewal Requirements.**

**12.1.** The Borrower agrees to furnish the Lender a CD/DVD containing digital images of the Property. The image name must be the accession number for that item (e.g. SD-2000-0123.JPG). Digital images of aircraft and missiles will provide general views to include sufficient detail to show the overall condition and tail number of the airframe. Digital images for all other artifacts will be of sufficient detail to ensure positive identification of each object and its current condition.

**12.2.** The Borrower agrees to furnish a copy of the most recent annual financial statements to include revenue and expense reporting and a projected budget for the next operating year.

**12.3.** The Borrower agrees to furnish the Lender proof of insurance as required in subparagraph 11.2 for each renewal period.

**12.4.** The Borrower agrees to furnish a signed inventory as provided by the Lender with the annual renewal package, which accurately reflects the Property in its possession. Discrepancies in the inventory provided by the Lender shall be noted on the inventory report by the Borrower to the extent that such notes accurately reflect the current inventory held by the Borrower. In the event of a dispute, the Lender shall make the final determination of the current inventory on or near the renewal date and document the NMUSAF records accordingly.

## **13.0. Display/Maintenance Requirements.**

**13.1.** No aircraft will be renovated, reconfigured, painted, have markings changed, or tail number altered, or any parts added, removed, or replaced as part of a planned restoration effort without prior written approval from the NMUSAF.

**13.2.** The Borrower agrees that all aircraft, missiles and artifacts on display will have an identification sign adjacent to each display. For aircraft and missiles note the type, model, and serial number. If the aircraft or missile has been reconfigured, markings changed, or serial number altered after acquisition for display purposes, it will be stated on the sign and noted in all records as follows:

"The (item) on display is actually (nomenclature), Serial No. \_\_\_\_\_, but painted and marked to depict (nomenclature), Serial No. \_\_\_\_\_, assigned to the (Unit and/or person) in (location or theater) during (year)."

**13.3.** The sign will state that the item is part of the NMUSAF collection as follows:

"This (artifact/object) is on loan from the National Museum of the United States Air Force."

**13.4.** For aircraft on which the serial number has been altered for display purposes with prior written approval, the mission, design and series (e.g. F-100C or F-4C) along with the original serial number will be stenciled in two inch letters using contrasting paint colors on the fuselage under the horizontal stabilizers.

**13.5.** All record keeping will reflect the true serial number.

#### **14.0. Radioactive Components.**

14.1. Completion of Section 2 of Air Force Form 3580, (USAF Museum Aerospace Vehicle Static Display Acceptance Condition and Safety Certificate), or comparable certification indicating that a complete radioactive material survey has been accomplished shall be included in the official file.

14.2. In accordance with Attachment 1, ("NMUSAF Loan and Static Display Programs' Instructions for Preparation and Maintenance of Aerospace Vehicles"), if radioactive items are determined to have been installed or reinstalled during later inspections, the Borrower will pay the cost of removal of the radioactive items and any decontamination required.

#### **15.0. Loan Termination.**

15.1. The Borrower agrees to return said property to the NMUSAF on termination of this Agreement or earlier, if it is determined that the property is no longer required, at no expense to the NMUSAF.

15.2. **The failure of the Borrower to observe any of the conditions set forth in this Agreement and Attachments 1 and 2 thereto shall be sufficient cause for the Lender to terminate the loan and repossess the Property.** Repossession of all or any part of the Property by the Lender shall be made at no cost to the Government; the Borrower shall be responsible for paying all maintenance, freight, storage, crating, handling, transportation and other costs or charges attributable to such repossession.

15.3. In the event the loan is terminated for any reason, the provisions of this Agreement will remain in effect until all of the Property, or in the event of a partial termination that portion of the Property at issue, has been relocated and in a condition that is satisfactory to the NMUSAF.

15.4. Termination of the loan and subsequent repossession of all or any part of the Property at the option of the Borrower shall require no less than thirty (30) days advance notice to the Lender in writing. This requirement may be waived by the Lender only through the provision of a written waiver to the Borrower prior to the return of the Property.

15.5. The Lender reserves the right not to renew this Agreement, in all or part, and to recall the Property if required by the Lender to meet the requirements of the NMUSAF, Wright-Patterson AFB, OH or for other military requirements. The Lender will provide a written thirty (30) day notice of intent to recall to the Borrower. In the event of recall, movement of the recalled Property from the Borrower's site will be accomplished at the Lender's expense.

**16.0. Dispute Resolution.** In the event a dispute arises between the parties over the terms and conditions of this Agreement reasonable attempts will be undertaken to resolve the matter through negotiation between the parties or persons appointed, in writing, by the parties. This Agreement shall be construed and interpreted in accordance with Federal law. If any provision herein is held unlawful or otherwise unenforceable by the Court any remaining provisions shall be considered divisible and remain in full force and effect. In the further event that negotiations fail to reach a resolution, the parties agree that the Federal District Court for the Southern District of Ohio, at Dayton, Ohio, will be the exclusive venue for resolving such disputes.



Executed on behalf of the Lender this Twenty-Seventh Day of January, 2016 at Wright-Patterson AFB OH.

UNITED STATES OF AMERICA

OCHS.PATRICIA.A.1230366671

Digitally signed by OCHS.PATRICIA.A.1230366671  
DN: c=US, o=U.S. Government, ou=DoD, ou=PKI, ou=USAF, cn=OCHS.PATRICIA.A.1230366671  
Date: 2016.01.27 14:18:29 -0500

By: PATRICIA OCHS  
Title: Static Display Program Administrator

Agency: National Museum of the United States Air Force

Address: NMUSAF/MUC  
1100 Spaatz St  
Wright-Patterson AFB OH 45433-7102

Telephone: (937) 255-4770

Fax Number: (937) 656-4081

Email: patricia.ochs@us.af.mil

ACCEPTANCE

The Borrower, through its authorized representative, hereby accepts responsibility of the Property subject to the terms and conditions contained in this Agreement set forth above. The Borrower certifies that they have read, understand and acknowledge that concealing a material fact and/or making a fraudulent statement in dealing with the federal government may constitute a violation of federal law in accordance with 18 USC §1001.

Executed on behalf of the Borrower this 25th day of April 2016, at Shalimar, FL

OKALOOSA COUNTY, CRESTVIEW FL  
(Name of Borrower/Organization)

By: *Charles K. Windes, Jr.*  
(Signature)



Charles K. Windes, Jr., Chairman BOCC  
(Typed or Printed Name & Title)

Address: 1250 N. Eglin Pkwy, Suite 100

Shalimar, FL 32579

Telephone: 850-651-7105 Fax Number: 850-651-7142

Email: kwindes@co.okaloosa.fl.us

## ATTACHMENT 1

### NATIONAL MUSEUM OF THE UNITED STATES AIR FORCE (NMUSAF) LOAN AND STATIC DISPLAY PROGRAMS

#### INSTRUCTIONS FOR PREPARATION AND MAINTENANCE OF AEROSPACE VEHICLES

##### SECTION A - GENERAL

###### A. Information:

1. This instruction covers the requirements for the preparation and preservation of aerospace vehicles for static display by an organization borrowing an aerospace vehicle from the National Museum of the United States Air Force (NMUSAF).
2. These requirements are designed to return and/or maintain the aerospace vehicle in as near original configuration as possible and to render them suitable for display.
3. Generally, all reconditioning, repairing, and refinishing will be accomplished in accordance with current Air Force directives and instructions and in a manner that would not modify it in any way, thereby altering the original form, design, or the historical significance of, said property. Deviations from this standard must be requested in writing and approved by NMUSAF.

###### B. Security Requirements:

1. Aerospace vehicles on display and undergoing preparation for display shall be kept secure from unsupervised personnel. Aerospace vehicles will be maintained with sufficient security to ensure that it is protected from vandalism and theft or unauthorized removal of components.
2. Any theft or unauthorized removal of components shall be immediately reported to the local law enforcement agency and by the next working day to NMUSAF. This must be followed by a report of the investigation of the incident within 30 days.
3. All canopies, doors, access hatches, and access plates, except for one entrance door, will be permanently sealed shut by any of the following methods to prevent unauthorized entry:
  - a. Bolting through the hatch to internal crossbars placed across the opening. These can be fabricated from sturdy steel strapping or channel iron.
  - b. Riveting the door securely to the jamb section.
  - c. Attaching hasps internally and securing with inside padlock.

d. Whatever method is employed to secure doors and access hatches, the crevices remaining will be filled with caulking compound or elastic putty to prevent internal damage from rain, snow, dust and ice. The access door that is not permanently sealed must be secured by a hasp welded or riveted in place. Multiple locks (two or three) are preferable, each with separate key or combination. This technique will reduce the possibility of unauthorized access but will provide emergency entrance for authorized personnel.

### **C. Maintenance Records:**

1. Whenever items are permanently removed, the removal and disposition of such items shall be annotated on a maintenance log or AF Form 3581 (available from NMUSAF).

2. All work items that are accomplished shall be listed and signed off on a maintenance log (AF Form 3581, available from the NMUSAF).

3. Utilizing the maintenance log, a detailed accounting will be maintained by the borrower of all items removed or installed with the date of installation/removal and the name of the individual accomplishing the work.

4. Copies of all maintenance records must be returned to NMUSAF/MUC with the annual loan renewal process for preservation.

## **SECTION B - REQUIREMENTS**

### **A. Prepare Powerplant for Display:**

1. Disconnect and drain all water and oil lines, tanks, valves, and pumps. Reconnect lines and reinstall plugs after draining (if applicable).

2. Clean excess oil and grease from exterior components of engines (if applicable).

3. Check powerplant cowling for corrosion and damage. Repair and refinish as necessary for display.

4. Install intake and exhaust protective covers. Use standard covers if available or suitable substitutes.

5. Clean and preserve propeller(s). Treat any affected areas and refinish to standard configuration.

### **B. Prepare Landing Gear:**

1. Clean and preserve strut.

2. Clean all wheels and other landing gear components.

3. Check and remove corrosion. Repaint to standard configuration.
4. Check all tires for excessive wear and adjust pressure as required.
5. Secure all retractable landing gear in the down position with positive locking devices.

**C. Prepare Hydraulic Systems:**

Clean all exposed finished surfaces of actuating rods, hydraulic cylinders, locks, and valves. Other hydraulic equipment will be cleaned and coated with corrosion preventative compound.

**D. Prepare Electronic Systems:**

Leave all electronic equipment that is not reclaimed installed on the aerospace vehicle. Stow all connectors from equipment that has been removed.

**E. Prepare Airframe:**

1. Check airframe for corrosion and treat affected areas.
2. Clean all debris and foreign material from interior of fuselage.
3. Check airframe for external damage and repair.
4. Cover all openings that will allow the entrance of water or other foreign matter that may have a corrosive or other deteriorating effect. Use standard covers if available, or suitable substitutes. Additional protection may be incorporated for aerospace vehicles displayed outside.
5. Check all fuselage, wing, and empennage drain holes for obstructions. Aerospace vehicles displayed outside may necessitate additional drain holes to ensure proper drainage. Drain holes should be periodically probed to ensure they are not obstructed. Inspect for water trapped in lower portions of fuselage. If water is present, comply with instructions contained in applicable technical order for removal and correction.
6. Clean and treat lavatory and relief facilities (if applicable).
7. Check all astrodomes and plastic panels for crazing and damage. Repair and/or replace as necessary. Clean all plastic panels thoroughly with soap and water.

**F. Prepare Control Surfaces:**

1. Check all metal control surfaces for corrosion and treat-affected areas.
2. Check all control surfaces for external damage and repair areas as necessary.
3. Inspect all fabric-covered control surfaces, repair or re-cover as necessary.



4. Check all control surfaces, attaching mechanisms for loose rivets and/or sheared bolts and make necessary repairs.

5. Secure all moveable surfaces in a neutral position with positive locking devices.

#### **G. Radiation Safety:**

**No radioactive components will be reinstalled by the borrowing organization.** If radioactive items are found reinstalled during later inspections, the borrowing organization will pay the cost of removal of the radioactive items and any decontamination required.

#### **H. Final Preparation:**

1. Secure aerospace vehicles by attaching tie down restraints to surface attaching points and to major structural parts of the item. Tie down restraints, including surface attaching points, should be of sufficient strength to withstand the expected wind condition for the locality.

2. Place aerospace vehicles on surface concrete or asphalt of sufficient strength to support its weight. This will not apply if the recipient, with the written permission of the NMUSAF, has mounted the aerospace vehicle on a pylon attached to its structural members.

3. Aerospace vehicles that are normally supported on pneumatic tires must be placed on display stands. Tires should be inflated and or checked to maintain normal tire shape.

4. Remove all antenna wires that could serve as a bird roost.

5. Install bird proofing on all aerospace vehicle openings, including intake and exhaust covers.

6. Flag or cover protruding objects of a hazardous nature.

#### **I. Coordination:**

1. Deviation from the procedures outlined in this attachment must be requested in writing and require written approval prior to deviation.

2. No aerospace vehicles will be renovated, reconfigured, have markings changed, or tail number altered, or any parts added, removed, or replaced as part of a planned restoration effort without prior written approval from the NMUSAF.

## ATTACHMENT 2

### NATIONAL MUSEUM OF THE UNITED STATES AIR FORCE (NMUSAF) LOAN AND STATIC DISPLAY PROGRAMS

#### INSTRUCTIONS FOR THE CARE OF ARTIFACTS

##### **A. Information:**

1. These general guidelines are provided to fulfill the NMUSAF's obligation to ensure the preservation of the collection and to define the responsibilities of organizations that retain historical property for display.

2. Under normal circumstances, artifacts will not be made available from the NMUSAF unless the basic measures for preservation and conservation have already been accomplished. However, regardless of the state of preservation at the time of receipt, an assessment must be made and all appropriate measures taken to ensure continued preservation of historical property. All items must be properly prepared for exhibition, placed in a safe environment and inspected periodically.

##### **B. General Guidelines for Artifacts:**

1. All artifacts must be protected from harmful exposure and maintained in a stable environment. Preservative treatments and mounting techniques will vary with each item depending on its material(s), condition and display method. The following are some general guidelines:

a. When displaying an artifact never modify it in such a way as to alter or compromise its integrity, authenticity or uniqueness. Retain its natural characteristics.

b. Provide appropriate physical security against vandalism or theft through the use of locked or sealed display cases. The artifact's intrinsic value should determine the security measures required.

c. Good housekeeping and environmental control are essential for the long term care of museum artifacts.

2. Contact the NMUSAF Conservator for guidance if needed.

**C. Damage Threats to Artifacts:** The threats of damage or deterioration to artifacts generally come from four sources:

1. People – The greatest threat to the continued survival of an artifact comes from people. This is a result of mishandling the artifact resulting in mechanical breakage, soiling from unprotected hands (fingerprints), improper cleaning methods and incorrect attempts at preservation or repairs (making it 'look' better). Unfortunately, theft must also be included in this category.

2. Light – Light, a form of radiation, damages many materials, especially fabrics. This damage is first observed as the fading of colors followed by the gradual breakdown of the material. The most harmful portion of the light spectrum is ultra-violet (UV). Protecting from UV is accomplished by avoidance of natural sunlight or artificial light such as florescent and halogen. The use of Light Emitting Diodes (LED) is the preferred standard in museum exhibits. Normal incandescent lighting is low in UV radiation.

a. All historical property on loan from the NMUSAF that is on interior exhibit will not be exposed to light level which exceeds 200 lux or 20 foot-candles from any source. The acceptable level for most artifacts falls between 50 and 200 lux or 5 and 20 foot-candles. Sensitive artifacts, such as artwork, photographs and textiles should have their intensity levels adjusted toward lower limits and/or limited exposure time. There is a reciprocity law between intensity (lux) and time of exposure: Ten hours of exposure at 50 lux has the same damaging effect as 1 hour at 500 lux.

b. Protection for UV is accomplished by avoidance or shielding. Shielding of UV producing light sources, such as direct or diffused sunlight and all fluorescent lighting, requires UV Plexiglas, solar screen, blackout curtains or UV filtering sleeves. All UV filtering media have a life span of about 10 years, after which they must be changed to maintain their effectiveness.

3. Environment – The most common environmental threats are heat and humidity. Ideally, an artifact is displayed at a constant temperature of 68 degrees and 50% relative humidity. Of the two, humidity is the most destructive. Excessive heat and humidity may create a favorable environment for the growth of molds and fungus as well as rust/corrosion. Rapid changes in temperature and humidity should be avoided.

4. Insect/Pest – Insects and pests can be highly destructive. The first line of defense is the cleanliness of the facility. Careful monitoring and frequent inspection will provide early detection of infestation. If and when an infestation is detected many methods of pest removal are destructive to artifacts. If an artifact is exposed to infestation, contact the NMUSAF Conservator.

**D. Conservation:** Adherence to the guidelines for preservation of artifacts will go a long way to ensure their longevity. In rare instances, some conservation measures may be needed. Contact the NMUSAF Conservator for guidance. Do not attempt to treat an artifact on your own.

**E. Storage:** All attempts should be made to place artifacts on exhibit as soon as possible. Environmental control, good housekeeping and periodic inspections are essential to the proper storage of artifacts. Textiles shall be stored flat when possible and laid out on acid free tissue

paper. Well padded hangers should be used if textiles are hung for display. Storage on shelves shall be loose with no piling or stacking of artifacts and all shelving covered with acid free tissue. If shelving is wood, it shall be sealed to deter transfer of acid from wood to artifacts. Cabinets are preferable to open storage as they discourage theft, dust and insect problems.

**F. Handling:** Wear cotton, nitrile or latex gloves while handling artifacts. Two hands should be used to handle or carry artifacts to reduce risk of dropping. Carry only one artifact at a time. Do not carry or lift artifacts by handles or weakest point.

**G. Display:** Displaying an artifact can be very detrimental if not done properly. Cases should be designed to incorporate UF-3 or UF-5 Plexiglas to shield artifacts from UV light. Cases should be ventilated to allow air exchange and openings filtered to prevent entry of insects. All interior surfaces of wooden cases should be properly sealed. All artifacts should be buffered from acidic display materials. Never alter an artifact to fit a case or to facilitate mounting. Use mannequins that do not place undue stress on uniforms. Do not force garments on to mannequins. Keep cases clean and place them in areas away from direct sun and extremes in temperature and humidity.

**H. Shipping:** Damage to artifacts can occur during shipping. Use appropriate packing materials to protect the artifact during transit. Consult the NMUSAF to arrange shipping.



NATIONAL MUSEUM of the U.S. AIR FORCE  
RCS: HAF-HO(A) 8801 INVENTORY REPORT  
Loan Account Number SDA0398

22-Jan-16

ACCESSION #	NOMENCLATURE	Value
SD-2009-0002	AIRCRAFT, F-15A(GF), 75-0044	\$21,000

I certify that the above listed items shown on Pages 1 through 1  
have been accounted for with any discrepancies so noted.

Signature: Charles K. Windes, Jr. 4/25/14  
(Historical Property Custodian) (Date)

Charles K. Windes, Jr.

Typed or Printed Name

Chairman, Okaloosa County BOCC

Typed or Printed Title



## EXHIBIT B

### CONTRACT, LEASE, AGREEMENT CONTROL FORM

Date: 2/24/15

Contract/Lease Control #: C11-1859-AP

Bid #: NA Contract/Lease Type: AGREEMENT

Award To/Lessee: NATIONAL MUSEUM OF THE USAF

Lessor/Owner: OKALOOSA COUNTY

Effective Date: 04/01/2011

Expiration Date: 03/31/2016

Description of Contract/Lease: LOAN AGREEMENT # SDA0398 FOR F-15 STATIC DISPLAY

Department Manager: AIRPORT

Department Monitor: Harman

Monitor's Telephone #: 651-7160

Monitor's FAX # OR E-Mail: S Harman@CO.OKALOOSA.FL.US

Date Closed: \_\_\_\_\_

Cc: Finance Dept Contracts & Grants Division

**NATIONAL MUSEUM OF THE UNITED STATES AIR FORCE (NMUSAF)  
STATIC DISPLAY PROGRAM**

**2015 LOAN AGREEMENT, SDA0398**

**1.0. Parties.** This Agreement is entered pursuant to Public Law 80-421 [10 United States Code (USC) §2572], and any amendments thereto, and is effective as of 1 April 2014 between the United States of America, or, "the Government," represented by the National Museum of the United States Air Force (NMUSAF), and collectively referred to hereinafter as "the Lender," and the OKALOOSA COUNTY hereinafter called "the Borrower," incorporated and operating under the laws of the State/Country of FL and located at CRESTVIEW. The Government hereby establishes with the Borrower a loan agreement for U.S. Air Force (USAF) historical property for the period commencing 1 April 2015 and ending 31 March 2016. This agreement is not transferable.

**2.0. Borrower Obligations/Costs.** The Borrower has applied, in writing, for the loan of USAF historical property, and hereby agrees to be responsible for all arrangements and, in accordance with 10 USC §2572, is required to pay all costs, charges and expenses incident to the loan of this property, including, but not limited to, the cost of preparation, demilitarization, hazardous material removal, disassembly, packing, crating, handling, maintenance, repair, restoration, transportation and all other actions incidental to the use and/or movement of the loaned property to or from the Borrower's location.

**3.0. Loaned Property.** The NMUSAF shall loan to the Borrower the historical property identified in the inventory report, which has been included in the loan package and is incorporated into this Agreement by reference as if fully rewritten herein (hereinafter the "Property"). The Borrower accepts the Property on an "as is, where is" basis, and the Lender makes no warranties, expressed or implied, as to the Property's condition, fitness for any particular purpose, or other warranty of any kind.

**4.0 Loan Conditions.**

**4.1.** The Borrower agrees that the Property shall be used for static display purposes only. Loaned aerospace vehicles will not be flown or restored to flying condition under any circumstance, nor will they be licensed with the Federal Aviation Administration (FAA). The Borrower shall not remove any parts from loaned aircraft except as directed in paragraph 4.2. Relocation of the Property for temporary special events (parades, ceremonies, air shows, etc.) is not authorized under any circumstances. No decorations of any type, for any purpose (special event, seasonal display, ceremonies, etc.) are authorized to be displayed on any of the Property.

**4.2.** The Borrower agrees to allow the Lender to remove parts from loaned aerospace vehicles for NMUSAF or military requirements, upon written direction from the NMUSAF. Such parts are generally internal in nature and removal or replacement should not alter the external aesthetic appearance of the aerospace vehicle.

**4.3.** The Borrower shall not part with possession of the Property or any component of the Property in any manner to any third party either directly or indirectly. The Borrower shall not enter into any negotiations with a third party regarding any future disposition of the loaned material, in whole or in part.

**4.4.** The Borrower agrees to all of the following: to use the Property in a careful and prudent manner; to not modify the Property in any manner, without prior written permission of the Lender, which would alter the original form, design, or the historical significance of said Property; to perform routine maintenance to include (but not limited to) annual upkeep, periodic painting, repair of damage, day-to-day care and management of the Property, so as to provide an acceptable appearance and to not reflect negatively on the Lender; and to display

and protect the Property in accordance with the instructions set forth in Attachments 1 and 2, which are incorporated into this Agreement by reference as if fully rewritten herein.

**4.5.** The Borrower agrees that any additions, modifications or alterations that improve the Property become part of said Property and are owned by the NMUSAF.

**4.6.** Interior access to loaned aerospace vehicles (cockpit, cargo areas, etc.) for purposes other than maintenance or restoration work by persons other than staff or authorized maintenance personnel is prohibited. This is to ensure not only the integrity and preservation of the aircraft, but more importantly, the safety and security of the public.

**5.0. Use as Security, Sale or Lease.** The Borrower agrees not to use the Property as security for any loan, and not to sell, lease, rent, lend, or exchange the Property under any circumstances.

**6.0. Professional Photography.** The Borrower shall not make or allow the use of the Property in any manner for commercial use, such as still or motion video production, without prior written approval from the Lender. Casual photography or motion video created by visitors for personal or non-promotional use is permitted.

**7.0. Incident Reporting.** The Borrower shall within one (1) working day of discovery, notify the Lender of any instance of loss, damage or destruction of the Property.

**8.0. Title.** The Borrower shall obtain no interest in the Property by reason of this Agreement and title shall remain in the Lender at all times.

**9.0. Receipt, Custody & Liability.**

**9.1.** This Agreement shall be executed prior to the Borrower accepting physical custody of the Property on or before 1 April 2015.

**9.2.** The Borrower agrees to provide a receipt to the Lender at the time it assumes physical custody of the Property (unless the Property is already in its possession).

**9.3.** The Borrower agrees that it is strictly liable for up to the full replacement value (FRV) of the Property, as identified in the inventory report, and to accept such liability upon assuming physical custody of the Property or execution of this Agreement, whichever occurs first.

**9.4.** The Borrower agrees that the FRV of the Property is as identified in the inventory report and waives any right to contest the FRV in any legal proceeding. In the event any item of historical property does not have an FRV identified in the inventory report, the FRV shall be determined at the sole discretion of the NMUSAF.

**9.5.** The Borrower agrees that if the Property, or any portion thereof, has been irreparably damaged, destroyed or stolen the NMUSAF may direct the Borrower to either replace the Property with an historical item of equal value to the satisfaction of the NMUSAF or require monetary reimbursement equaling the FRV. In the event of less than total loss to the Property, or any portion thereof, the Borrower agrees to repair/replace the damage to the Property to the satisfaction of the NMUSAF or reimburse the NMUSAF for the full value of the damage, as determined by the NMUSAF. The election of a remedy under this subparagraph is at the sole discretion of the NMUSAF. This subparagraph is not intended to waive or limit the Government's rights and remedies, legal or equitable, and the Government reserves all such rights and remedies.

**9.6.** The Borrower agrees to place the Property on exhibit within ninety (90) days from the date it takes physical custody, or as otherwise mutually agreed upon.



#### **10.0. Borrowers Responsibilities.**

**10.1.** The Borrower agrees to the greatest extent permitted by Florida Law to indemnify, save harmless, and defend the Lender from and against all claims, demands, actions, liabilities, judgments, costs, and attorney's fees, arising out of, claimed on account of, or in any manner predicated upon personal injury, death, or property damage caused by or resulting from possession and/or use of the Property. Nothing herein shall be construed to waive or limit the federal Government's rights and remedies permitted by law.

**10.2.** The Borrower agrees to report as requested to the Lender on the condition and location of the Property. Further, the Borrower agrees to allow authorized Department of Defense representatives access to the Borrower's records and facilities to assure accuracy of information provided by the Borrower and compliance with the terms of this Agreement.

**10.3.** The Borrower agrees to return said Property to the Lender on termination of this Agreement or earlier, if it is determined that the Property is no longer required, at no expense to the Lender. In the event of a partial termination, the Borrower agrees to the return of all items of the Property subject to the partial termination, at no expense to the Lender.

#### **11.0. Initial Loan Agreement Requirements.**

**11.1.** The Borrower agrees to furnish the Lender a CD/DVD containing digital images of the Property within fifteen (15) days of taking physical possession of the Property. The image file name must be the accession number for that item (i.e. SD-2000-0136.JPG). For aircraft and ballistic missiles, images will include views showing all external surfaces including tail number and all accessible interior areas including instrument panels, avionics racks and equipment, aircrew, passenger, cargo and payload compartments, wheel wells, and bomb bays. Digital images for all other artifacts will be of sufficient detail to insure positive identification of each object.

**11.2.** The Borrower shall arrange insurance coverage for the Property on an all-risk, wall-to-wall basis, at a minimum, for an amount that equals the total agreed upon FRV for all items in the inventory report, plus any additional amount to cover the inventory that does not have an identified FRV, so long as the Property remains in its possession. The Borrower further agrees to furnish the Lender proof of said insurance. For Borrowers with private insurance coverage, proof shall constitute a copy of the insurance certificate from the commercial provider, noting any deductible, and showing coverage up to the FRV of the Property and any additional coverage for Property that does not have an FRV identified in the inventory report. For self-insured organizations, proof shall constitute a written and signed statement attesting to its ability to reimburse the Government for the FRV of the Property (as identified in the inventory report and/or as determined by the NMUSAF).

#### **12.0. Annual Loan Renewal Requirements.**

**12.1.** The Borrower agrees to furnish the Lender a CD/DVD containing digital images of the Property. The image name must be the accession number for that item (i.e. SD-2000-0136.JPG). Digital images of aircraft and missiles will provide general views to include sufficient detail to show the overall condition and tail number of the airframe. Digital images for all other artifacts will be of sufficient detail to insure positive identification of each object and its current condition.

**12.2.** The Borrower agrees to furnish a copy of the most recent annual financial statements to include revenue and expense reporting and a projected budget for the next operating year.

12.3. The Borrower agrees to furnish the Lender proof of insurance as required in subparagraph 11.2 for each renewal period.

12.4. The Borrower agrees to furnish a signed inventory as provided by the Lender with the annual renewal package, which accurately reflects the Property in its possession. Discrepancies in the inventory provided by the Lender shall be noted on the inventory report by the Borrower to the extent that such notes accurately reflect the current inventory held by the Borrower. In the event of a dispute, the Lender shall make the final determination of the current inventory on or near the renewal date and document the NMUSAF records accordingly.

### 13.0. Display/Maintenance Requirements.

13.1. No aircraft will be renovated, reconfigured, have markings changed, or tail number altered, or any parts added, removed, or replaced as part of a planned restoration effort without prior written approval from the NMUSAF.

13.2. The Borrower agrees that all aircraft, missiles and artifacts on display will have an identification sign adjacent to each display. For aircraft and missiles note the type, model, and serial number. If the aircraft or missile has been reconfigured, markings changed, or serial number altered after acquisition for display purposes, it will be stated on the sign and noted in all records as follows:

"The (item) on display is actually (nomenclature), Serial No.           , but painted and marked to depict (nomenclature), Serial No.           , assigned to the (unit and/or person) in (location or theater) during (year)".

13.3. The sign will state that the item is part of the NMUSAF collection as follows:

"This (artifact/object) is on loan from the National Museum of the United States Air Force."

13.4. For aircraft on which the serial number has been altered for display purposes with prior written approval, the model, design and series (i.e. F-100C or F-4C) along with the original serial number will be stenciled in two inch letters using contrasting paint colors on the fuselage under the horizontal stabilizers.

13.5. All record keeping will reflect the true serial number.

### 14.0. Radioactive Components.

14.1. Completion of Section 2 of Air Force Form 3580, (USAF Museum Aerospace Vehicle Static Display Acceptance Condition and Safety Certificate), or comparable certification indicating that a complete radioactive material survey has been accomplished shall be included in the official file.

14.2. In accordance with Attachment 1, ("NMUSAF Loan and Static Display Programs' Instructions for Preparation and Maintenance of Aerospace Vehicles"), if radioactive items are determined to have been installed or reinstalled during later inspections, the Borrower will pay the cost of removal of the radioactive items and any decontamination required.

**15.0. Loan Termination.**

**15.1. The failure of the Borrower to observe any of the conditions set forth in this Agreement and Attachments 1 and 2 thereto shall be sufficient cause for the Lender to terminate the loan and repossess the Property.** Repossession of all or any part of the Property by the Lender shall be made at no cost or expense to the Government; the Borrower shall be responsible for paying all maintenance, freight, storage, crating, handling, transportation and other costs or charges attributable to such repossession.

**15.2.** In the event the loan is terminated for any reason, the provisions of this Agreement will remain in effect until all of the Property, or in the event of a partial termination that portion of the Property at issue, has been relocated and in a condition that is satisfactory to the NMUSAF.

**15.3.** Termination of the loan and subsequent repossession of all or any part of the Property at the option of the Borrower shall require no less than thirty (30) days advance notice to the Lender in writing. This requirement may be waived by the Lender only through the provision of a written waiver to the Borrower prior to the return of the Property.

**15.4.** The Lender reserves the right not to renew this Agreement, in all or part, and to recall the Property if required by the Lender to meet the requirements of the NMUSAF, Wright-Patterson AFB, OH or for military requirements. The Lender will provide a written thirty (30) day notice of intent to recall to the Borrower. In the event of recall, movement of the recalled Property from the Borrower's site will be accomplished at the Lender's expense.

**16.0. Dispute Resolution.** In the event a dispute arises between the parties over the terms and conditions of this Agreement reasonable attempts will be undertaken to resolve the matter through negotiation between the parties or persons appointed, in writing, by the parties. This Agreement shall be construed and interpreted in accordance with Federal law. If any provision herein is held unlawful or otherwise unenforceable by the Court any remaining provisions shall be considered divisible and remain in full force and effect. In the further event that negotiations fail to reach a resolution, the parties agree that the Federal District Court for the Southern District of Ohio, at Dayton, Ohio, will have exclusive jurisdiction over such disputes.

Executed on behalf of the Lender this Eighth Day of December, 2014 at Wright-Patterson AFB OH.

UNITED STATES OF AMERICA

OCHS.PATRICIA.A.1230366671

Digitally signed by OCHS.PATRICIA.A.1230366671  
DN: c=US, o=U.S. Government, ou=DoD, ou=PKI, ou=USAF,  
cn=OCHS.PATRICIA.A.1230366671  
Date: 2014.12.08 14:56:51 -05'00'

By: PATRICIA A. OCHS  
Title: Static Display Administrator

Agency: National Museum of the United States Air Force

Address: NMUSAF/MUC  
1100 Spaatz St  
Wright-Patterson AFB OH 45433-7102

Telephone: (937) 255-4770

Fax Number: (937) 656-4081

Email: patricia.ochs@us.af.mil

ACCEPTANCE

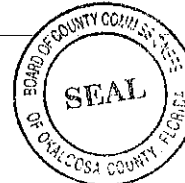
The Borrower, through its authorized representative hereby accepts responsibility of the loaned property subject to the terms and conditions contained in the Loan Agreement set forth above. The Borrower certifies that they have read, understand and acknowledge that concealing a material fact and/or making a fraudulent statement in dealing with the federal government may constitute a violation of federal law in accordance with 18 USC §1001.

Executed on behalf of the Borrower this 19<sup>th</sup> day of February 2015,

OKALOOSA COUNTY, CRESTVIEW FL  
(Name of Borrower/Organization)

By:   
(Signature)

Nathan D. Boyles, Chairman BOCC  
(Typed or Printed Name & Title)



Address: 1804 Lewis Turner Blvd., Suite 100  
Ft. Walton Beach, FL 32547

Telephone: 850-651-7105 Fax Number: 850-651-7142



Email: nboyles@co.okaloosa.fl.us

## ATTACHMENT 1

### NATIONAL MUSEUM OF THE UNITED STATES AIR FORCE (NMUSAF) LOAN AND STATIC DISPLAY PROGRAMS

#### INSTRUCTIONS FOR PREPARATION AND MAINTENANCE OF AEROSPACE VEHICLES

##### SECTION A - GENERAL

###### A. Information:

1. This instruction covers the requirements for the preparation and preservation of aerospace vehicles for static display by an organization borrowing an aerospace vehicle from the National Museum of the United States Air Force (NMUSAF).
2. These requirements are designed to return and/or maintain the aerospace vehicle in as near original configuration as possible and to render them suitable for display.
3. Generally, all reconditioning, repairing, and refinishing will be accomplished in accordance with current Air Force directives and instructions and in a manner that would not modify it in any way, thereby altering the original form, design, or the historical significance of, said property. Deviations from this standard must be requested in writing and approved by NMUSAF.

###### B. Security Requirements:

1. Aerospace vehicles on display and undergoing preparation for display shall be kept secure from unsupervised personnel. Aerospace vehicles will be maintained with sufficient security to ensure that it is protected from vandalism and theft or unauthorized removal of components.
2. Any theft or unauthorized removal of components shall be immediately reported to the local law enforcement agency and by the next working day to NMUSAF. This must be followed by a report of the investigation of the incident within 30 days.
3. All canopies, doors, access hatches, and access plates, except for one entrance door, will be permanently sealed shut by any of the following methods to prevent unauthorized entry:
  - a. Bolting through the hatch to internal crossbars placed across the opening. These can be fabricated from sturdy steel strapping or channel iron.
  - b. Riveting the door securely to the jamb section.
  - c. Attaching hasps internally and securing with inside padlock.

d. Whatever method is employed to secure doors and access hatches, the crevices remaining will be filled with caulking compound or elastic putty to prevent internal damage from rain, snow, dust and ice. The access door that is not permanently sealed must be secured by a hasp welded or riveted in place. Multiple locks (two or three) are preferable, each with separate key or combination. This technique will reduce the possibility of unauthorized access but will provide emergency entrance for authorized personnel.

### **C. Maintenance Records:**

1. Whenever items are permanently removed, the removal and disposition of such items shall be annotated on a maintenance log or AF Form 3581 (available from NMUSAF).

2. All work items that are accomplished shall be listed and signed off on a maintenance log (AF Form 3581, available from the NMUSAF).

3. Utilizing the maintenance log, a detailed accounting will be maintained by the borrower of all items removed or installed with the date of installation/removal and the name of the individual accomplishing the work.

4. Copies of all maintenance records must be returned to NMUSAF/MUC with the annual loan renewal process for preservation.

## **SECTION B - REQUIREMENTS**

### **A. Prepare Powerplant for Display:**

1. Disconnect and drain all water and oil lines, tanks, valves, and pumps. Reconnect lines and reinstall plugs after draining (if applicable).

2. Clean excess oil and grease from exterior components of engines (if applicable).

3. Check powerplant cowling for corrosion and damage. Repair and refinish as necessary for display.

4. Install intake and exhaust protective covers. Use standard covers if available or suitable substitutes.

5. Clean and preserve propeller(s). Treat any affected areas and refinish to standard configuration.

### **B. Prepare Landing Gear:**

1. Clean and preserve strut.

2. Clean all wheels and other landing gear components.

3. Check and remove corrosion. Repaint to standard configuration.
4. Check all tires for excessive wear and adjust pressure as required.
5. Secure all retractable landing gear in the down position with positive locking devices.

**C. Prepare Hydraulic Systems:**

Clean all exposed finished surfaces of actuating rods, hydraulic cylinders, locks, and valves. Other hydraulic equipment will be cleaned and coated with corrosion preventative compound.

**D. Prepare Electronic Systems:**

Leave all electronic equipment that is not reclaimed installed on the aerospace vehicle. Stow all connectors from equipment that has been removed.

**E. Prepare Airframe:**

1. Check airframe for corrosion and treat affected areas.
  2. Clean all debris and foreign material from interior of fuselage.
  3. Check airframe for external damage and repair.
  4. Cover all openings that will allow the entrance of water or other foreign matter that may have a corrosive or other deteriorating effect. Use standard covers if available, or suitable substitutes. Additional protection may be incorporated for aerospace vehicles displayed outside.
  5. Check all fuselage, wing, and empennage drain holes for obstructions. Aerospace vehicles displayed outside may necessitate additional drain holes to ensure proper drainage. Drain holes should be periodically probed to ensure they are not obstructed. Inspect for water trapped in lower portions of fuselage. If water is present, comply with instructions contained in applicable technical order for removal and correction.
- 
6. Clean and treat lavatory and relief facilities (if applicable).
  7. Check all astrodomes and plastic panels for crazing and damage. Repair and/or replace as necessary. Clean all plastic panels thoroughly with soap and water.

**F. Prepare Control Surfaces:**

1. Check all metal control surfaces for corrosion and treat-affected areas.
2. Check all control surfaces for external damage and repair areas as necessary.
3. Inspect all fabric-covered control surfaces, repair or re-cover as necessary.



4. Check all control surfaces, attaching mechanisms for loose rivets and/or sheared bolts and make necessary repairs.

5. Secure all moveable surfaces in a neutral position with positive locking devices.

#### **G. Radiation Safety:**

**No radioactive components will be reinstalled by the borrowing organization.** If radioactive items are found reinstalled during later inspections, the borrowing organization will pay the cost of removal of the radioactive items and any decontamination required.

#### **H. Final Preparation:**

1. Secure aerospace vehicles by attaching tie down restraints to surface attaching points and to major structural parts of the item. Tie down restraints, including surface attaching points, should be of sufficient strength to withstand the expected wind condition for the locality.

2. Place aerospace vehicles on surface concrete or asphalt of sufficient strength to support its weight. This will not apply if the recipient, with the written permission of the NMUSAF, has mounted the aerospace vehicle on a pylon attached to its structural members.

3. Aerospace vehicles that are normally supported on pneumatic tires must be placed on display stands. Tires should be inflated and or checked to maintain normal tire shape.

4. Remove all antenna wires that could serve as a bird roost.

5. Install bird proofing on all aerospace vehicle openings, including intake and exhaust covers.

6. Flag or cover protruding objects of a hazardous nature.

#### **I. Coordination:**

1. Deviation from the procedures outlined in this attachment must be requested in writing and require written approval prior to deviation.

2. No aerospace vehicles will be renovated, reconfigured, have markings changed, or tail number altered, or any parts added, removed, or replaced as part of a planned restoration effort without prior written approval from the NMUSAF.

## ATTACHMENT 2

### NATIONAL MUSEUM OF THE UNITED STATES AIR FORCE (NMUSAF) LOAN AND STATIC DISPLAY PROGRAMS

#### INSTRUCTIONS FOR THE CARE OF ARTIFACTS

##### **A. Information:**

1. These general guidelines are provided to fulfill the NMUSAF's obligation to ensure the preservation of the collection and to define the responsibilities of organizations that retain historical property for display.

2. Under normal circumstances, artifacts will not be made available from the NMUSAF unless the basic measures for preservation and conservation have already been accomplished. However, regardless of the state of preservation at the time of receipt, an assessment must be made and all appropriate measures taken to ensure continued preservation of historical property. All items must be properly prepared for exhibition, placed in a safe environment and inspected periodically.

##### **B. General Guidelines for Artifacts:**

1. All artifacts must be protected from harmful exposure and maintained in a stable environment. Preservative treatments and mounting techniques will vary with each item depending on its material(s), condition and display method. The following are some general guidelines:

a. When displaying an artifact never modify it in such a way as to alter or compromise its integrity, authenticity or uniqueness. Retain its natural characteristics.

b. Provide appropriate physical security against vandalism or theft through the use of locked or sealed display cases. The artifact's intrinsic value should determine the security measures required.

c. Good housekeeping and environmental control are essential for the long term care of museum artifacts.

2. Contact the NMUSAF Conservator for guidance if needed.

**C. Damage Threats to Artifacts:** The threats of damage or deterioration to artifacts generally come from four sources:

1. People – The greatest threat to the continued survival of an artifact comes from people. This is a result of mishandling the artifact resulting in mechanical breakage, soiling from unprotected hands (fingerprints), improper cleaning methods and incorrect attempts at preservation or repairs (making it 'look' better). Unfortunately, theft must also be included in this category.

2. Light – Light, a form of radiation, damages many materials, especially fabrics. This damage is first observed as the fading of colors followed by the gradual breakdown of the material. The most harmful portion of the light spectrum is ultra-violet (UV). Protecting from UV is accomplished by avoidance of natural sunlight or artificial light such as florescent and halogen. The use of Light Emitting Diodes (LED) is the preferred standard in museum exhibits. Normal incandescent lighting is low in UV radiation.

a. All historical property on loan from the NMUSAF that is on interior exhibit will not be exposed to light level which exceeds 200 lux or 20 foot-candles from any source. The acceptable level for most artifacts falls between 50 and 200 lux or 5 and 20 foot-candles. Sensitive artifacts, such as artwork, photographs and textiles should have their intensity levels adjusted toward lower limits and/or limited exposure time. There is a reciprocity law between intensity (lux) and time of exposure: Ten hours of exposure at 50 lux has the same damaging effect as 1 hour at 500 lux.

b. Protection for UV is accomplished by avoidance or shielding. Shielding of UV producing light sources, such as direct or diffused sunlight and all fluorescent lighting, requires UV Plexiglas, solar screen, blackout curtains or UV filtering sleeves. All UV filtering media have a life span of about 10 years, after which they must be changed to maintain their effectiveness.

3. Environment – The most common environmental threats are heat and humidity. Ideally, an artifact is displayed at a constant temperature of 68 degrees and 50% relative humidity. Of the two, humidity is the most destructive. Excessive heat and humidity may create a favorable environment for the growth of molds and fungus as well as rust/corrosion. Rapid changes in temperature and humidity should be avoided.

4. Insect/Pest – Insects and pests can be highly destructive. The first line of defense is the cleanliness of the facility. Careful monitoring and frequent inspection will provide early detection of infestation. If and when an infestation is detected many methods of pest removal are destructive to artifacts. If an artifact is exposed to infestation, contact the NMUSAF Conservator.

**D. Conservation:** Adherence to the guidelines for preservation of artifacts will go a long way to ensure their longevity. In rare instances, some conservation measures may be needed. Contact the NMUSAF Conservator for guidance. Do not attempt to treat an artifact on your own.

**E. Storage:** All attempts should be made to place artifacts on exhibit as soon as possible. Environmental control, good housekeeping and periodic inspections are essential to the proper storage of artifacts. Textiles shall be stored flat when possible and laid out on acid free tissue

paper. Well padded hangers should be used if textiles are hung for display. Storage on shelves shall be loose with no piling or stacking of artifacts and all shelving covered with acid free tissue. If shelving is wood, it shall be sealed to deter transfer of acid from wood to artifacts. Cabinets are preferable to open storage as they discourage theft, dust and insect problems.

**F. Handling:** Wear cotton, nitrile or latex gloves while handling artifacts. Two hands should be used to handle or carry artifacts to reduce risk of dropping. Carry only one artifact at a time. Do not carry or lift artifacts by handles or weakest point.

**G. Display:** Displaying an artifact can be very detrimental if not done properly. Cases should be designed to incorporate UF-3 or UF-5 Plexiglas to shield artifacts from UV light. Cases should be ventilated to allow air exchange and openings filtered to prevent entry of insects. All interior surfaces of wooden cases should be properly sealed. All artifacts should be buffered from acidic display materials. Never alter an artifact to fit a case or to facilitate mounting. Use mannequins that do not place undue stress on uniforms. Do not force garments on to mannequins. Keep cases clean and place them in areas away from direct sun and extremes in temperature and humidity.

**H. Shipping:** Damage to artifacts can occur during shipping. Use appropriate packing materials to protect the artifact during transit. Consult the NMUSAF to arrange shipping.



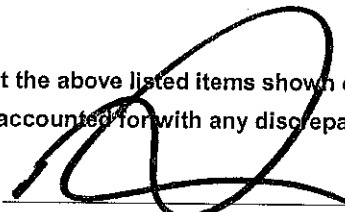
NATIONAL MUSEUM of the U.S. AIR FORCE  
RCS: HAF-HO(A) 8801 INVENTORY REPORT  
Loan Account Number SDA0398

03-Dec-14

ACCESSION #	NOMENCLATURE	Value
SD-2009-0002	AIRCRAFT, F-15A(GF), 75-0044	\$21,000

I certify that the above listed items shown on Pages 1 through 1  
have been accounted for with any discrepancies so noted.

Signature:



*Feb. 19, 2015*

(Historical Property Custodian)

(Date)



Nathan D. Boyles

Typed or Printed Name

Chairman, Okaloosa County BOCC

Typed or Printed Title

# 2015 POINT OF CONTACT INFORMATION SHEET

ACCOUNT NUMBER	SDA0398
CITY/ORGANIZATION NAME	OKALOOSA COUNTY
MAILING ADDRESS	101 E JAMES LEE BLVD
CITY	CRESTVIEW
STATE/COUNTRY	FL
ZIP CODE	32536
PHYSICAL LOCATION OF ITEM	Northwest Florida Regional Airport, 1701 State Rd 85 North
HISTORICAL PROPERTY CUSTODIAN	<del>MR CHARLES K. WINDES, JR.</del> Mr. Nathan D. Boyles
TITLE, HISTORICAL PROPERTY CUSTODIAN	CHAIRMAN, OKALOOSA COUNTY BOARD
PRIMARY POINT OF CONTACT	MR MICHAEL STENSON
TITLE PRIMARY POINT OF CONTACT	DEPUTY DIRECTOR
PRIMARY PHONE NUMBER	850-651-7160 (Airport)
ALTERNATE PHONE NUMBER	850-651-7105 (County Board Ofc)
PRIMARY FAX NUMBER	850-651-7164 (Airport)
EMAIL ADDRESS	mstenson@co.okaloosa.fl.us

CERTIFIED A TRUE  
AND CORRECT COPY  
JD PEACOCK II  
CLERK CIRCUIT COURT

BY Nelson Ward  
DEPUTY CLERK

DATE Feb. 20, 2015



## EXHIBIT B

### CONTRACT, LEASE, AGREEMENT CONTROL FORM

Date: 3/27/14

Contract/Lease Control #: C11-1859-AP

Bid #: NA Contract/Lease Type: AGREEMENT

Award To/Lessee: NATIONAL MUSEUM OF THE USAF

Lessor/Owner: OKALOOSA COUNTY

Effective Date: 04/01/2011

Expiration Date: 03/31/2015

Description of Contract/Lease: LOAN AGREEMENT # SDA0398 FOR F-15 STATIC DISPLAY

Department Manager: AIRPORT

Department Monitor: Harman

Monitor's Telephone #: 651-7160

Monitor's FAX # OR E-Mail: S Harman@CO.OKALOOSA.FL.US

Date Closed: \_\_\_\_\_

Cc: Finance Dept Contracts & Grants Division

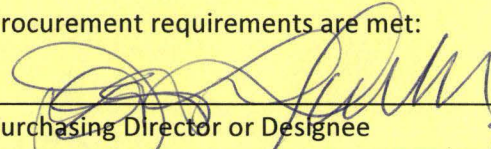


# CONTRACT & LEASE INTERNAL COORDINATION SHEET

Contract/Lease Number: <u>C11-1859-AP</u>	Tracking Number: <u>876-14</u>
Contractor/Lessee Name: <u>National Museum of the USAF</u>	Grant Funded: YES ___ NO <u>X</u>
Purpose: <u>2014 Loan Renewal Package for F-15 display</u>	
Date/Term: <u>Annual</u>	1. <input type="checkbox"/> GREATER THAN \$50,000
Amount: <u>0</u>	2. <input type="checkbox"/> GREATER THAN \$25,000
Department: <u>AP</u>	3. <input checked="" type="checkbox"/> \$25,000 OR LESS
Dept. Monitor Name: <u>Harman / Miner</u>	
Document has been reviewed and includes any attachments or exhibits.	

**Purchasing Review** *Please expedite*

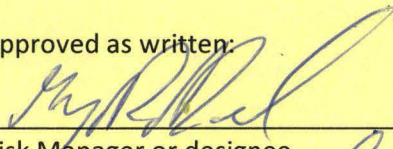
Procurement requirements are met:

 Date: 2-27-14

Purchasing Director or Designee Joanne Kublik

**Risk Management Review**

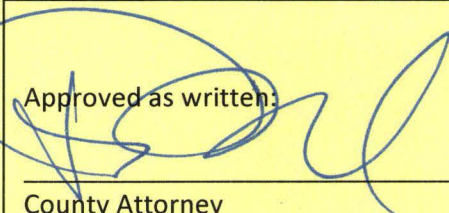
Approved as written:

 Date: 3/4/14

Risk Manager or designee Gary P. Real

**County Attorney Review**

Approved as written: *Change to 10.1 as per the attached.*

 Date: 3/10/14

County Attorney

Following Okaloosa County approval:

**Contracts & Grants**

Document has been received:

\_\_\_\_\_  
Contracts & Grants Manager

Date: \_\_\_\_\_

*sent to Dave 3/10/14*



## Joanne Kublik

---

**From:** John Dowd  
**Sent:** Tuesday, March 11, 2014 1:21 PM  
**To:** Jon Morris  
**Cc:** Joanne Kublik; Dave Miner  
**Subject:** RE: F-15.pdf

Joanne and Jon:

I realize that they modified it last year to address some of my concerns. It is ok for this renewal, but we would like for them to consider the proposed changes that I have advocated for future years.

Thanks,

John

-----Original Message-----

**From:** Jon Morris  
**Sent:** Tuesday, March 11, 2014 12:49 PM  
**To:** John Dowd  
**Cc:** Joanne Kublik; Dave Miner  
**Subject:** FW: F-15.pdf

John,

Would you please reconsider your recommendation for additional changes to paragraph 10.1 of the F-15 lease as expressed in the attached coordination sheet?

Thanks for your assistance.

-----Original Message-----

**From:** Dave Miner  
**Sent:** Monday, March 10, 2014 12:49 PM  
**To:** Jon Morris  
**Subject:** FW: F-15.pdf

-----Original Message-----

**From:** Joanne Kublik  
**Sent:** Monday, March 10, 2014 12:48 PM  
**To:** Dave Miner  
**Subject:** F-15.pdf

Dave - Mr. Dowd has some comments on page 3.

Joanne Kublik, Contracts and Lease Coordinator Okaloosa County Purchasing Department 602-C  
North Pearl Street Crestview, Florida 32536  
(850) 689-5960  
[jkublik@co.okaloosa.fl.us](mailto:jkublik@co.okaloosa.fl.us)

Please note: Due to Florida's very broad public records laws, most written communications to or from County employees regarding County business are public records, available to the public and media upon request. Therefore, this written e-mail communication, including your e-mail address, may be subject to public disclosure.

**NATIONAL MUSEUM OF THE UNITED STATES AIR FORCE (NMUSAF)  
STATIC DISPLAY PROGRAM**

**2014 LOAN AGREEMENT, SDA0398**

**1.0. Parties.** This Agreement is entered pursuant to Public Law 80-421 [10 United States Code (USC) §2572], and any amendments thereto, and is effective as of 1 April 2014 between the United States of America, or, "the Government," represented by the National Museum of the United States Air Force (NMUSAF), and collectively referred to hereinafter as "the Lender," and the OKALOOSA COUNTY hereinafter called "the Borrower," incorporated and operating under the laws of the State/Country of FL and located at CRESTVIEW. The Government hereby establishes with the Borrower a loan agreement for U.S. Air Force (USAF) historical property for the period commencing 1 April 2014 and ending 31 March 2015. This agreement is not transferable.

**2.0. Borrower Obligations/Costs.** The Borrower has applied, in writing, for the loan of USAF historical property, and hereby agrees to be responsible for all arrangements and, in accordance with 10 USC §2572, is required to pay all costs, charges and expenses incident to the loan of this property, including, but not limited to, the cost of preparation, demilitarization, hazardous material removal, disassembly, packing, crating, handling, maintenance, repair, restoration, transportation and all other actions incidental to the use and/or movement of the loaned property to or from the Borrower's location.

**3.0. Loaned Property.** The NMUSAF shall loan to the Borrower the historical property identified in the inventory report, which has been included in the loan package and is incorporated into this Agreement by reference as if fully rewritten herein (hereinafter the "Property"). The Borrower accepts the Property on an "as is, where is" basis, and the Lender makes no warranties, expressed or implied, as to the Property's condition, fitness for any particular purpose, or other warranty of any kind.

**4.0 Loan Conditions.**

**4.1.** The Borrower agrees that the Property shall be used for static display purposes only. Loaned aerospace vehicles will not be flown or restored to flying condition under any circumstance, nor will they be licensed with the Federal Aviation Administration (FAA). The Borrower shall not remove any parts from loaned aircraft except as directed in paragraph 4.2. Relocation of the Property for temporary special events (parades, ceremonies, air shows, etc.) is not authorized under any circumstances. No decorations of any type, for any purpose (special event, seasonal display, ceremonies, etc.) are authorized to be displayed on any of the Property.

**4.2.** The Borrower agrees to allow the Lender to remove parts from loaned aerospace vehicles for NMUSAF or military requirements, upon written direction from the NMUSAF. Such parts are generally internal in nature and removal or replacement should not alter the external aesthetic appearance of the aerospace vehicle.

**4.3.** The Borrower shall not part with possession of the Property or any component of the Property in any manner to any third party either directly or indirectly. The Borrower shall not enter into any negotiations with a third party regarding any future disposition of the loaned material, in whole or in part.

**4.4.** The Borrower agrees to all of the following: to use the Property in a careful and prudent manner; to not modify the Property in any manner, without prior written permission of the Lender, which would alter the original form, design, or the historical significance of said Property; to perform routine maintenance to include (but not limited to) annual upkeep, periodic painting, repair of damage, day-to-day care and management of the Property, so as to provide an acceptable appearance and to not reflect negatively on the Lender; and to display

and protect the Property in accordance with the instructions set forth in Attachments 1 and 2, which are incorporated into this Agreement by reference as if fully rewritten herein.

**4.5.** The Borrower agrees that any additions, modifications or alterations that improve the Property become part of said Property and are owned by the NMUSAF.

**4.6.** Interior access to loaned aerospace vehicles (cockpit, cargo areas, etc.) for purposes other than maintenance or restoration work by persons other than staff or authorized maintenance personnel is prohibited. This is to ensure not only the integrity and preservation of the aircraft, but more importantly, the safety and security of the public.

**5.0. Use as Security, Sale or Lease.** The Borrower agrees not to use the Property as security for any loan, and not to sell, lease, rent, lend, or exchange the Property under any circumstances.

**6.0. Professional Photography.** The Borrower shall not make or allow the use of the Property in any manner for commercial use, such as still or motion video production, without prior written approval from the Lender. Casual photography or motion video created by visitors for personal or non-promotional use is permitted.

**7.0. Incident Reporting.** The Borrower shall within one (1) working day of discovery, notify the Lender of any instance of loss, damage or destruction of the Property.

**8.0. Title.** The Borrower shall obtain no interest in the Property by reason of this Agreement and title shall remain in the Lender at all times.

**9.0. Receipt, Custody & Liability.**

**9.1.** This Agreement shall be executed prior to the Borrower accepting physical custody of the Property or on or before 1 April 2014.

**9.2.** The Borrower agrees to provide a receipt to the Lender at the time it assumes physical custody of the Property (unless the Property is already in its possession).

**9.3.** The Borrower agrees that it is strictly liable for up to the full replacement value (FRV) of the Property, as identified in the inventory report, and to accept such liability upon assuming physical custody of the Property or execution of this Agreement, whichever occurs first.

**9.4.** The Borrower agrees that the FRV of the Property is as identified in the inventory report and waives any right to contest the FRV in any legal proceeding. In the event any item of historical property does not have an FRV identified in the inventory report, the FRV shall be determined at the sole discretion of the NMUSAF.

**9.5.** The Borrower agrees that if the Property, or any portion thereof, has been irreparably damaged, destroyed or stolen the NMUSAF may direct the Borrower to either replace the Property with an historical item of equal value to the satisfaction of the NMUSAF or require monetary reimbursement equaling the FRV. In the event of less than total loss to the Property, or any portion thereof, the Borrower agrees to repair/replace the damage to the Property to the satisfaction of the NMUSAF or reimburse the NMUSAF for the full value of the damage, as determined by the NMUSAF. The election of a remedy under this subparagraph is at the sole discretion of the NMUSAF. This subparagraph is not intended to waive or limit the Government's rights and remedies, legal or equitable, and the Government reserves all such rights and remedies.

**9.6.** The Borrower agrees to place the Property on exhibit within ninety (90) days from the date it takes physical custody, or as otherwise mutually agreed upon.



## **10.0. Borrowers Responsibilities.**

**10.1.** The Borrower agrees to the greatest extent permitted by Florida Law to indemnify, save harmless, and defend the Lender from and against all claims, demands, actions, liabilities, judgments, costs, and attorney's fees, arising out of, claimed on account of, or in any manner predicated upon personal injury, death, or property damage caused by or resulting from possession and/or use of the Property. Nothing herein shall be construed to waive or limit the federal Government's rights and remedies permitted by law.

**10.2.** The Borrower agrees to report as requested to the Lender on the condition and location of the Property. Further, the Borrower agrees to allow authorized Department of Defense representatives access to the Borrower's records and facilities to assure accuracy of information provided by the Borrower and compliance with the terms of this Agreement.

**10.3.** The Borrower agrees to return said Property to the Lender on termination of this Agreement or earlier, if it is determined that the Property is no longer required, at no expense to the Lender. In the event of a partial termination, the Borrower agrees to the return of all items of the Property subject to the partial termination, at no expense to the Lender.

## **11.0. Initial Loan Agreement Requirements.**

**11.1.** The Borrower agrees to furnish the Lender a CD/DVD containing digital images of the Property within fifteen (15) days of taking physical possession of the Property. The image file name must be the accession number for that item (i.e. SD-2000-0136.JPG). For aircraft and ballistic missiles, images will include views showing all external surfaces including tail number and all accessible interior areas including instrument panels, avionics racks and equipment, aircrew, passenger, cargo and payload compartments, wheel wells, and bomb bays. Digital images for all other artifacts will be of sufficient detail to insure positive identification of each object.

**11.2.** The Borrower shall arrange insurance coverage for the Property on an all-risk, wall-to-wall basis, at a minimum, for an amount that equals the total agreed upon FRV for all items in the inventory report, plus any additional amount to cover the inventory that does not have an identified FRV, so long as the Property remains in its possession. The Borrower further agrees to furnish the Lender proof of said insurance. For Borrowers with private insurance coverage, proof shall constitute a copy of the insurance certificate from the commercial provider, noting any deductible, and showing coverage up to the FRV of the Property and any additional coverage for Property that does not have an FRV identified in the inventory report. For self-insured organizations, proof shall constitute a written and signed statement attesting to its ability to reimburse the Government for the FRV of the Property (as identified in the inventory report and/or as determined by the NMUSAF).

## **12.0. Annual Loan Renewal Requirements.**

**12.1.** The Borrower agrees to furnish the Lender a CD/DVD containing digital images of the Property. The image name must be the accession number for that item (i.e. SD-2000-0136.JPG). Digital images of aircraft and missiles will provide general views to include sufficient detail to show the overall condition and tail number of the airframe. Digital images for all other artifacts will be of sufficient detail to insure positive identification of each object and its current condition.

**12.2.** The Borrower agrees to furnish a copy of the most recent annual financial statements to include revenue and expense reporting and a projected budget for the next operating year.

**12.3.** The Borrower agrees to furnish the Lender proof of insurance as required in subparagraph 11.2 for each renewal period.

**12.4.** The Borrower agrees to furnish a signed inventory as provided by the Lender with the annual renewal package, which accurately reflects the Property in its possession. Discrepancies in the inventory provided by the Lender shall be noted on the inventory report by the Borrower to the extent that such notes accurately reflect the current inventory held by the Borrower. In the event of a dispute, the Lender shall make the final determination of the current inventory on or near the renewal date and document the NMUSAF records accordingly.

### **13.0. Display/Maintenance Requirements.**

**13.1.** No aircraft will be renovated, reconfigured, have markings changed, or tail number altered, or any parts added, removed, or replaced as part of a planned restoration effort without prior written approval from the NMUSAF.

**13.2.** The Borrower agrees that all aircraft, missiles and artifacts on display will have an identification sign adjacent to each display. For aircraft and missiles note the type, model, and serial number. If the aircraft or missile has been reconfigured, markings changed, or serial number altered after acquisition for display purposes, it will be stated on the sign and noted in all records as follows:

"The (item) on display is actually (nomenclature), Serial No.           , but painted and marked to depict (nomenclature), Serial No.           , assigned to the (unit and/or person) in (location or theater) during (year)".

**13.3.** The sign will state that the item is part of the NMUSAF collection as follows:

"This (artifact/object) is on loan from the National Museum of the United States Air Force."

**13.4.** For aircraft on which the serial number has been altered for display purposes with prior written approval, the model, design and series (i.e. F-100C or F-4C) along with the original serial number will be stenciled in two inch letters using contrasting paint colors on the fuselage under the horizontal stabilizers.

**13.5.** All record keeping will reflect the true serial number.

### **14.0. Radioactive Components.**

**14.1.** Completion of Section 2 of Air Force Form 3580, (USAF Museum Aerospace Vehicle Static Display Acceptance Condition and Safety Certificate), or comparable certification indicating that a complete radioactive material survey has been accomplished shall be included in the official file.

**14.2.** In accordance with Attachment 1, ("NMUSAF Loan and Static Display Programs' Instructions for Preparation and Maintenance of Aerospace Vehicles"), if radioactive items are determined to have been installed or reinstalled during later inspections, the Borrower will pay the cost of removal of the radioactive items and any decontamination required.

**15.0. Loan Termination.**

**15.1. The failure of the Borrower to observe any of the conditions set forth in this Agreement and Attachments 1 and 2 thereto shall be sufficient cause for the Lender to terminate the loan and repossess the Property.** Repossession of all or any part of the Property by the Lender shall be made at no cost or expense to the Government; the Borrower shall be responsible for paying all maintenance, freight, storage, crating, handling, transportation and other costs or charges attributable to such repossession.

**15.2.** In the event the loan is terminated for any reason, the provisions of this Agreement will remain in effect until all of the Property, or in the event of a partial termination that portion of the Property at issue, has been relocated and in a condition that is satisfactory to the NMUSAF.

**15.3.** Termination of the loan and subsequent repossession of all or any part of the Property at the option of the Borrower shall require no less than thirty (30) days advance notice to the Lender in writing. This requirement may be waived by the Lender only through the provision of a written waiver to the Borrower prior to the return of the Property.

**15.4.** The Lender reserves the right not to renew this Agreement, in all or part, and to recall the Property if required by the Lender to meet the requirements of the NMUSAF, Wright-Patterson AFB, OH or for military requirements. The Lender will provide a written thirty (30) day notice of intent to recall to the Borrower. In the event of recall, movement of the recalled Property from the Borrower's site will be accomplished at the Lender's expense.

**16.0. Dispute Resolution.** In the event a dispute arises between the parties over the terms and conditions of this Agreement reasonable attempts will be undertaken to resolve the matter through negotiation between the parties or persons appointed, in writing, by the parties. This Agreement shall be construed and interpreted in accordance with Federal law. If any provision herein is held unlawful or otherwise unenforceable by the Court any remaining provisions shall be considered divisible and remain in full force and effect. In the further event that negotiations fail to reach a resolution, the parties agree that the Federal District Court for the Southern District of Ohio, at Dayton, Ohio, will have exclusive jurisdiction over such disputes.

Executed on behalf of the Lender this Twenty-Fifth Day of January, 2014 at Wright-Patterson AFB OH.

UNITED STATES OF AMERICA

By: PATRICIA A. OCHS  
Title: Static Display Administrator

Agency: National Museum of the United States Air Force

Address: NMUSAF/MUX  
1100 Spaatz St  
Wright-Patterson AFB OH 45433-7102

Telephone: (937) 255-4770 Fax Number: (937) 656-4340

Email: patricia.ochs@us.af.mil

ACCEPTANCE

The Borrower, through its authorized representative hereby accepts responsibility of the loaned property subject to the terms and conditions contained in the Loan Agreement set forth above. The Borrower certifies that they have read, understand and acknowledge that concealing a material fact and/or making a fraudulent statement in dealing with the federal government may constitute a violation of federal law in accordance with 18 USC §1001.

Executed on behalf of the Borrower this 20th day of March 2014,

OKALOOSA COUNTY, CRESTVIEW FL  
(Name of Borrower/Organization)

By: Charles K. Windes, Jr.  
(Signature)



Charles K. Windes, Jr., Chairman BOCC  
(Typed or Printed Name & Title)

Address: 1804 Lewis Turner Blvd., Suite 100  
Ft. Walton Beach, FL 32547

Telephone: 850-651-7105 Fax Number: 850-651-7142

Email: kwindes@co.okaloosa.fl.us



## ATTACHMENT 1

### NATIONAL MUSEUM OF THE UNITED STATES AIR FORCE (NMUSAF) LOAN AND STATIC DISPLAY PROGRAMS

#### INSTRUCTIONS FOR PREPARATION AND MAINTENANCE OF AEROSPACE VEHICLES

##### SECTION A - GENERAL

###### A. Information:

1. This instruction covers the requirements for the preservation and preparation of aircraft for static display purposes by an organization borrowing an aerospace vehicle from the National Museum of the United States Air Force (NMUSAF).

2. These requirements are designed to return and/or maintain the aerospace vehicle in as near original configuration as possible and to render them suitable for display.

3. Generally, all reconditioning, repairing, and refinishing will be accomplished in accordance with current Air Force directives and instructions and in a manner that would not modify it in any way, thereby altering the original form, design, or the historical significance of, said property. Deviations from this standard must be requested in writing and approved by NMUSAF.

###### B. Security Requirements:

1. The aerospace vehicle on display and undergoing preparation for display shall be kept secure from unsupervised personnel. The aerospace vehicle will be maintained with sufficient security to insure that it is protected from vandalism and theft or unauthorized removal of components.

2. Any theft or unauthorized removal of components shall be immediately reported to the local law enforcement agency and by the next working day to NMUSAF. This must be followed by a report of the investigation of the incident within 30 days.

3. All canopies, doors, access hatches, and access plates, except for one entrance door, will be permanently sealed shut by any of the following methods to prevent unauthorized entry:

a. Bolting through the hatch to internal crossbars placed across the opening. These can be fabricated from sturdy steel strapping or channel iron.

b. Riveting the door securely to the jamb section.

c. Attaching hasps internally and securing with inside padlock.

d. Whatever method is employed to secure doors and access hatches, the crevices remaining will be filled with caulking compound or elastic putty to prevent internal damage from rain, snow, dust and ice. A hasp welded or riveted in place must secure the access door that is not permanently sealed. Multiple locks (two or three) are preferable, each with separate key or combination. This technique will reduce the possibility of unauthorized access but will provide emergency entrance for authorized personnel.

### **C. Maintenance Records:**

1. Whenever items are permanently removed, the removal and disposition of such items shall be annotated on a maintenance log or AF Form 3581, (available from NMUSAF).

2. All work items that are accomplished shall be listed and signed off on a maintenance log.

3. Utilizing the maintenance log, a detailed accounting will be maintained by the borrower of all items removed or installed with the date of installation/removal and the name of the individual accomplishing the work.

4. Copies of all maintenance records must be returned to NMUSAF with the annual loan renewal process for preservation.

### **D. References:**

The work requirements listed herein have been developed in accordance with the following directives: AFM 23-110, Vol. VI, TO 00-20-1, Defense Disposal Manual 67-4, AFI 84-103, and applicable maintenance technical orders.

## **SECTION B - REQUIREMENTS**

### **A. Demilitarize All Armament Systems and Explosive Material:**

1. Disarm all systems in accordance with the applicable Aircraft Technical Orders and certify action on AF Form 3580, (or later equivalents). Warning: Disarming must be accomplished by a fully qualified USAF ordnance systems specialist. Documentation of these actions must be sent to NMUSAF. (If applicable)

2. Aerospace vehicles intended for outdoor display must have all weapons under 30mm (machine guns, cannons) removed. Only simulated weapons may be used. No weapons of any type may be loaned to non Department of Defense (DoD) organizations.

### **B. Prepare Power plant for Permanent Storage:**

1. Prepare engines for permanent storage. (If applicable)
2. Disconnect and drain all water and oil lines, tanks, valves, and pumps. Reconnect lines and reinstall plugs after draining. (If applicable)
3. Clean excess oil and grease from exterior components of engines. (If applicable)
4. Check power plant cowling for corrosion and damage. Repair and refinish as necessary for display.
5. Install intake and exhaust protective covers. Standard covers may be used if available, or suitable substitutes.
6. Clean and preserve propeller domes.
7. Clean deicer shoes and apply corrosion preventative compound.
8. Clean and check metal components of propellers for corrosion. Treat any affected areas and refinish to standard configuration.

**C. Defuel and Purge Fuel Systems:**

1. Defuel and purge all fuel tanks and check for safety with a combustible gas indicator.
2. Disconnect and drain all fuel lines, valves, sumps, pumps, etc. Reconnect lines after purging.
3. Spray or seal fuel tanks with a corrosion preventive compound.
4. Drain water injection systems and deicing fluids whenever found.

**D. Prepare Landing Gear:**

1. Release high-pressure air from all landing gear shock struts.
2. Clean and preserve strut.
3. Clean all wheels and other landing gear components.
4. Check and remove corrosion. Repaint to standard configuration.
5. Check all tires for excessive wear and adjust pressure as required.
6. Secure all retractable landing gear in the down position with positive locking devices.

### **E. Prepare Hydraulic Systems:**

1. Dissipate hydraulic system pressure and release air from hydraulic accumulators. (If applicable)
2. Disconnect and drain all hydraulic lines, reservoirs, valves and pumps. Reconnect and reinstall drain plugs after draining. (If applicable)
3. Clean all exposed finished surfaces of actuating rods, hydraulic cylinders, locks, and valves. Other hydraulic equipment will be cleaned and coated with corrosion preventative compound.

### **F. Prepare Oxygen Systems**

1. Release oxygen, both gaseous and liquid, from all systems. (If applicable)
2. Stow all oxygen masks, bottles, and hoses. Remove all oxygen masks from aerospace vehicles displayed outside and store in a secure area conducive to preservation.
3. Install dust plugs in filler valves and recharge hoses.

### **G. Prepare Electrical Systems:**

1. Remove aerospace vehicle batteries and turn in to battery shop, DRMO, or other authorized organization, or as locally required. (If applicable)
2. Remove dry cell batteries from frequency meters and other equipment. (If applicable)
3. Pull all circuit breakers only if of the non-radioactive (white plastic shank) type. Contact NMUSAF for a radiation survey of circuit breakers if in question, and for assistance with problems. Do not pull radioactive circuit breakers open, as deteriorated radium paint may be scattered in the process to create a possible hazard.
4. Cover all battery vent hole openings.

### **H. Prepare Electronic Systems:**

1. Leave all electronic equipment that is not reclaimed installed on the aerospace vehicle.
2. Coat exposed metal whip antennas and mechanical items with a corrosion preventative compound.
3. Stow all connectors from equipment that has been removed.



**I. Miscellaneous Utilities:**

1. Remove bottles from all fire extinguisher systems, dissipate and reinstall. Caution: Insure all chemicals are disposed of in accordance with established State environmental policies.
2. Drain and clean entire drinking water system. (If applicable)
3. Drain, clean, and reinstall coffee jugs and water jugs. (If applicable)

**J. Prepare Airframe:**

1. Check airframe for corrosion and treat affected areas.
2. Clean all debris and foreign material from interior of fuselage.
3. Check airframe for external damage and repair.
4. Cover all openings that will allow the entrance of water or other foreign matter that may have a corrosive or other deteriorating effect. Use standard covers if available, or suitable substitutes. Additional protection may be incorporated for aerospace vehicles placed in outside storage.
5. Check all fuselage, wing, and empennage drain holes for obstructions. Outside storage or display may necessitate additional drain holes to ensure proper drainage. Drain holes should be periodically probed to insure they are not obstructed.
6. Clean and treat lavatory and relief facilities. (If applicable)
7. Check all astrodomes and plastic panels for crazing and damage, repair and/or replace as necessary. Clean all plastic panels thoroughly with soap and water.
8. Inspect for water trapped in lower portions of fuselage. If water is present comply with instructions contained in applicable technical order for removal and correction.

**K. Prepare Control Surfaces:**

1. Check all metal control surfaces for corrosion and treat-affected areas.
2. Check all control surfaces for external damage and repair areas as necessary for display purposes.
3. Inspect all fabric-covered control surfaces, repair or recover as necessary.

4. Check all control surfaces, attaching mechanisms for loose rivets and/or sheared bolts and make necessary repairs.

5. Secure all moveable surfaces in a neutral position with positive locking devices.

#### **L. Radiation Safety:**

1. Completion of radiation survey will be verified by NMUSAF prior to physical transfer of aerospace vehicle.

2. Interior of aircraft must be secured and all access prevented until radiation survey is completed. No restoration activity inside or outside the aircraft will be permitted until the radiation survey is completed.

3. Survey of aircraft displayed at non-DoD organization will be accomplished by the NMUSAF Radiation Safety Officer or an authorized USAF representative annotated on an AF Form 3583.

4. No radioactive components will be reinstalled by the borrowing organization. If radioactive items are found reinstalled during later inspections, the borrowing organization will pay the cost of removal of the radioactive items and any decontamination required.

#### **M. Final Preparation:**

1. Entire aircraft cleaned and refinished as required.

2. Secure aircraft by attaching tie down restraints to surface attaching points and to a major structural part of the item. Tie down restraints, including surface attaching points, should be of sufficient strength to withstand the expected wind condition for the locality.

3. Place aerospace vehicle on surface concrete or asphalt of sufficient strength to support its weight. This will not apply if the recipient, with the written permission of the NMUSAF, has mounted the aerospace vehicle on a pylon attached to the aerospace vehicles structural members.

4. Aerospace vehicles inside or outside that are normally supported on pneumatic tires must be placed on display stands of sufficient height to provide approximately 1" clearance between the tire and the display surface, tires should be inflated and or checked to maintain normal tire shape, or tires must be filled with a permanent tire filling compound which will maintain their inflated shape and support the weight of the item for the life of the casing.

5. Remove all antenna wires that could serve as a bird roost.

6. Install bird proofing on all aerospace vehicle openings, including intake and exhaust covers.

7. Flag or cover all protruding objects of a hazardous nature.

**N. Coordination:**

1. Deviation from the procedures outlined in this attachment must be requested in writing and require written approval prior to deviation.

2. No aerospace vehicle will be renovated, reconfigured, have markings changed, or tail number altered, or any parts added, removed, or replaced as part of a planned restoration effort without prior written approval from the NMUSAF.

02/04/05

## ATTACHMENT 2

### NATIONAL MUSEUM OF THE UNITED STATES AIR FORCE (NMUSAF) LOAN AND STATIC DISPLAY PROGRAMS

#### INSTRUCTIONS FOR THE CARE OF ARTIFACTS

##### **A. Information:**

1. These general guidelines are provided to fulfill the NMUSAF's obligation to ensure the preservation of the collection, and to define the responsibilities of organizations that retain historical property for display.

2. Under normal circumstances, objects will not be made available from the NMUSAF unless the basic measures for preservation and conservation have already been accomplished. However, regardless of the state of preservation at the time of receipt, an assessment must be made and all appropriate measures taken to insure continued preservation of historical property. All items must be properly prepared for exhibition, placed in a safe environment and inspected periodically.

##### **B. General Guidelines for Artifacts:**

1. All artifacts must be protected from harmful exposure and maintained in a stable environment. Preservative treatments and mounting techniques will vary with each item depending on its material(s), condition, and display method. The following are some general guidelines:

a. When displaying an object never modify an object in such a way as to alter or compromise its integrity, authenticity or uniqueness. Retain its natural characteristics.

b. Provide appropriate physical security against vandalism or theft through the use of locked or sealed display cases. The object's intrinsic value should determine the security measures required.

c. Good housekeeping and environmental control are essential for the long term care of museum artifacts.

2. Contact the NMUSAF Conservator for guidance or assistance for proper display of NMUSAF objects.

**C. Damage Threats to Artifacts:** The threats of damage or deterioration to artifacts generally come from four sources:



1. People – The greatest threat to the continued survival of an artifact comes from people. This is a result of mishandling the artifact resulting in mechanical breakage, soiling from unprotected hands (fingerprints), improper cleaning methods and incorrect attempts at preservation or repairs (making it 'look' better). Unfortunately, theft must also be included in this category.

2. Light – Light, a form of radiation, damages many materials, especially fabrics. This damage is first observed as the fading of colors followed by the gradual breakdown of the material. The most harmful portion of the light spectrum is ultra-violet (UV). Protecting from UV is accomplished by avoidance of natural sunlight or artificial light such as florescent and halogen. The use of Light Emitting Diodes (LED) is the preferred standard in museum exhibits. Normal incandescent lighting is low in UV radiation.

a. All historical property on loan from the NMUSAF that is on interior exhibit will not be exposed to light level which exceeds 200 lux or 20 foot-candles from any source. The acceptable level for most museum objects falls between 50 and 200 lux or 5 and 20 foot-candles. Sensitive objects, such as artwork, color/black and white photographs, and textiles should have their intensity levels adjusted downward toward lower limits and/or limited exposure time. There is a reciprocity law between intensity (lux) and time of exposure: 10 hours of exposure at 50 lux has the same damaging effect as 1 hour at 500 lux).

b. Protection for UV is accomplished by avoidance or shielding. Shielding of UV producing light sources, such as direct or diffused sunlight and all fluorescent lighting, requires UV Plexiglas, solar screen, blackout curtains or UV filtering sleeves. All UV filtering media have a life span of about 10 years, after which they must be changed to maintain their effectiveness.

3. Environment – The most common environmental threats are heat and humidity. Ideally, an artifact is displayed at a constant temperature of 68 degrees and 50% relative humidity. Of the two, humidity is the most destructive. Excessive heat and humidity may create a favorable environment for the growth of molds and fungus as well as rust/corrosion. Rapid changes in temperature and humidity should be avoided.

4. Insect/Pest – Insects and pests can be highly destructive. The first line of defense is the cleanliness of the facility. Careful monitoring and frequent inspection will provide early detection of infestation. If and when infestation is detected many methods of pest removal are destructive to artifacts. If a NMUSAF artifact is exposed to infestation, contact NMUSAF conservator.

**D. Conservation:** Adherence to the guidelines for preservation of objects will go a long way to insure their longevity. In rare instances, some conservation measures may be needed. Contact NMUSAF Conservator for guidance. Do not attempt to treat an object on your own.

**E. Storage:** All attempts should be made to place objects on exhibit as soon as possible. Environmental control, good housekeeping and periodic inspections are essential to the proper

storage of objects. Leather and textiles shall be stored flat when possible and laid out on acid free tissue paper. If leather or textiles are hung, they should be hung on well padded hangers. Storage on shelves shall be loose with no piling or stacking of objects and all shelving covered with acid free tissue. If shelving is wood, it shall be sealed to deter transfer of acid from wood to artifacts. Cabinets are preferable to open storage as they discourage theft, dust, and insect problems.

**F. Handling:** Wear cotton, nitrile, or latex gloves while handling objects. Two hands should be used to handle or carry objects to reduce risk of dropping. Carry only one object at a time using both hands. Do not carry or lift objects by handles or weakest point.

**G. Display:** Displaying an object can be very detrimental if not done properly. Cases should be designed to incorporate UF-3 or UF-5 Plexiglas to shield objects from UV light. Cases should be ventilated to allow air exchange and openings filtered to prevent entry of insects. All interior surfaces of wooden cases should be properly sealed. All artifacts should be buffered from acidic display materials. Never alter an artifact to fit a case or to facilitate mounting. Use mannequins that do not place undue stress on uniforms. Do not force garments on to mannequins. Keep cases clean and place them in areas away from direct sun and extremes in temperature and humidity.

**H. Shipping:** Damage to artifacts can occur during shipping. Use appropriate packing materials to protect the object during transit. Consult NMUSAF to arrange shipping of returned loaned objects.

*Revised 8 Dec 2011*

NATIONAL MUSEUM of the U.S. AIR FORCE

RCS: HAF-HO(A) 8801 INVENTORY REPORT

Loan Account Number SDA0398

23-Jan-14

ACCESSION #	NOMENCLATURE	Value
SD-2009-0002	AIRCRAFT, F-15A(GF), 75-0044	\$21,000

I certify that the above listed items shown on Pages 1 through 1  
have been accounted for with any discrepancies so noted.

Signature: Charles K. Windes, Jr. 3/20/14  
(Historical Property Custodian) (Date)



Charles K. Windes, Jr.

Typed or Printed Name

Chairman, Okaloosa County BOCC

Typed or Printed Title

# 2014 POINT OF CONTACT INFORMATION SHEET

ACCOUNT NUMBER	SDA0398
CITY/ORGANIZATION NAME	OKALOOSA COUNTY
MAILING ADDRESS	<del>101 E JAMES LEE BLVD</del> 1701 State Rd 85 North
CITY	CRESTVIEW Eglin AFB
STATE/COUNTRY	FL
ZIP CODE	<del>32536</del> 32542
PHYSICAL LOCATION OF ITEM	Northwest Florida Regional Airport, 1701 State Rd 85 North
HISTORICAL PROPERTY CUSTODIAN	<del>MR DON R. AMUNDS</del> Mr. Charles K. Windes, Jr.
TITLE, HISTORICAL PROPERTY CUSTODIAN	CHAIRMAN, OKALOOSA COUNTY BOARD
PRIMARY POINT OF CONTACT	MR MICHAEL STENSON
TITLE PRIMARY POINT OF CONTACT	DEPUTY DIRECTOR
PRIMARY PHONE NUMBER	850-651-7160 (Airport)
ALTERNATE PHONE NUMBER	850-651-7105 (County Board Ofc)
PRIMARY FAX NUMBER	850-651-7164 (Airport)
EMAIL ADDRESS	mstenson@co.okaloosa.fl.us





# CERTIFICATE OF PROPERTY INSURANCE

DATE (MM/DD/YYYY)  
2/14/2013

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

If this certificate is being prepared for a party who has an insurable interest in the property, do not use this form. Use ACORD 27 or ACORD 28.

<b>PRODUCER</b> Public Risk Insurance Agency P. O. Box 2416  Daytona Beach FL 32115		<b>CONTACT NAME:</b> Patricia Jenkins <b>PHONE (A/C, No., Ext):</b> (386) 252-6176 <b>FAX (A/C, No):</b> (386) 239-4049 <b>E-MAIL ADDRESS:</b> pjenkins@bbpria.com <b>PRODUCER CUSTOMER ID:</b> 00001966	
<b>INSURED</b> Okaloosa County, DBA: Okaloosa County 601-A North Pearl Street  Crestview FL 32536		<b>INSURER(S) AFFORDING COVERAGE</b> <b>INSURER A:</b> Amrisc <b>INSURER B:</b> Travelers Prop & Cas Co of Am <b>INSURER C:</b> Lloyds <b>INSURER D:</b> <b>INSURER E:</b> <b>INSURER F:</b>	

**COVERAGES**                      **CERTIFICATE NUMBER:** CP12101000193                      **REVISION NUMBER:**

LOCATION OF PREMISES / DESCRIPTION OF PROPERTY (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE		POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YYYY)	POLICY EXPIRATION DATE (MM/DD/YYYY)	COVERED PROPERTY	LIMITS
A	<input checked="" type="checkbox"/>	PROPERTY	*AMR-31420 Certain Underwriters at Lloyds	10/1/2012	04/01/2014	<input checked="" type="checkbox"/> BUILDING	\$ 75,000,000
		CAUSES OF LOSS				<input checked="" type="checkbox"/> PERSONAL PROPERTY	\$ INCLUDED
		BASIC	BUILDING *MSP-12290-02 QBE			<input checked="" type="checkbox"/> BUSINESS INCOME	\$ Included
		BROAD	CONTENTS Specialty Ins. Co.			<input checked="" type="checkbox"/> EXTRA EXPENSE	\$ 2,000,000
	<input checked="" type="checkbox"/>	SPECIAL	*CPP9653576-02 Steadfast Insurance Co.				
	<input checked="" type="checkbox"/>	EARTHQUAKE					
	<input checked="" type="checkbox"/>	WIND					
					<input checked="" type="checkbox"/> RENTAL VALUE	\$	
					<input type="checkbox"/> BLANKET BUILDING	\$	
					<input type="checkbox"/> BLANKET PERS PROP	\$	
					<input type="checkbox"/> BLANKET BLDG & PP	\$	
					<input checked="" type="checkbox"/> Flood	\$ 25,000,000	
					<input checked="" type="checkbox"/> Earthquake	\$ 25,000,000	
	<input type="checkbox"/> INLAND MARINE		TYPE OF POLICY				\$
	<input type="checkbox"/> CAUSES OF LOSS						\$
	<input type="checkbox"/> NAMED PERILS		POLICY NUMBER				\$
	<input type="checkbox"/> CRIME						\$
	<input type="checkbox"/> TYPE OF POLICY						\$
B	<input checked="" type="checkbox"/>	BOILER & MACHINERY / EQUIPMENT BREAKDOWN	M5J-BME1-7943N492-TIL-13	10/1/2012	04/1/2014		\$ 100,000,000
C		Terrorism - Certified Acts	UTS2512292.12	10/1/2012	04/1/2014	<input type="checkbox"/> Sublimit	\$ 5,000,000
						<input type="checkbox"/> Combined Liab	\$ 5,000,000

SPECIAL CONDITIONS / OTHER COVERAGES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Certificate issued with respects to Loan Agreement for F-15A Aircraft, S/N#75-0044, Replacement Value \$21,000. Building/contents coverage are provided on a replacment cost basis & BI/EE is actual loss sustained. No co-insurance penalty applies. Deductible-AOP \$50,000 per occurrence, except 5% named storm wind/hail, \$100,000 min

**CERTIFICATE HOLDER**

United States Air Force Heritage Program  
 National Museum of the U.S. Air Force  
 Attn: Patricia Ochos, Static Display Prog  
 1100 Spaatz Street  
 Wright-Patterson AFB  
 OH 45433-7102

**CANCELLATION**

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE  
 Paul Dawson/AMBER

## EXHIBIT B

### CONTRACT, LEASE, AGREEMENT CONTROL FORM

Date: 5/30/12

Contract/Lease Control #: C11-1859-AP

Bid #: NA Contract/Lease Type: AGREEMENT

Award To/Lessee: NATIONAL MUSEUM OF THE USAF

Lessor/Owner: OKALOOSA COUNTY

Effective Date: 04/01/2011

Expiration Date: 03/31/2014

Description of Contract/Lease: LOAN AGREEMENT # SDA0398 FOR F-15 STATIC DISPLAY

Department Manager: AIRPORT

Department Monitor: D. Villani

Monitor's Telephone #: 651-7160

Monitor's FAX # OR E-Mail: GDONOVAN@CO.OKALOOSA.FL.US

Date Closed: \_\_\_\_\_

Cc: Finance Dept Contracts & Grants Division



## Dave Miner

---

**From:** Jack Allen  
**Sent:** Tuesday, April 23, 2013 9:58 AM  
**To:** Dave Miner  
**Subject:** RE: F-15 Contract Renewal

Yes, use the old one and the e-mail. I did not route the new one.

**From:** Dave Miner  
**Sent:** Tuesday, April 23, 2013 9:56 AM  
**To:** Jack Allen  
**Subject:** FW: F-15 Contract Renewal

Jack:

Can I use this e-mail along with the old coordination sheet for the agenda or should I wait for the new coordination sheet?

Dave

**From:** John Dowd  
**Sent:** Monday, April 22, 2013 11:48 AM  
**To:** Jack Allen; Dave Miner; Gary Real  
**Cc:** Jon Morris  
**Subject:** RE: F-15 Contract Renewal

Jack:

The revised Agreement is fine. Florida law does allow us to indemnify up to our insurance limits.

Thanks,

John

**From:** Jack Allen  
**Sent:** Monday, April 22, 2013 10:51 AM  
**To:** Dave Miner; John Dowd; Gary Real  
**Cc:** Jon Morris  
**Subject:** RE: F-15 Contract Renewal

Mr. Dowd,

This is for tracking # 544-13 that you signed with comments to substitute paragraph 10.1.

Thanks,

Jack

**From:** Dave Miner  
**Sent:** Monday, April 22, 2013 10:41 AM  
**To:** John Dowd; Gary Real  
**Cc:** Jack Allen; Jon Morris  
**Subject:** F-15 Contract Renewal



Mr. Dowd:

Attached is the updated agreement for the F-15 Contract renewal concerning the hold harmless. Please review.

We would like to put this on the Agenda for the next meeting on May 7<sup>th</sup>.

Thank you.

David E. Mlner  
Airports Administration  
Properties and Leases  
1701 State Road 85 North  
Eglin AFB, FL 32542-1498  
850-651-7160 ext. 4

Northwest Florida Regional Airport (VPS)    Destin Airport (DTS)    Crestview / Bob Sikes Airport (CEW)



"Please note: Due to Florida's very broad public records laws, most written communication to or from County employees regarding County business are public records, available to the public upon request. Therefore, this written e-mail communication, including your e-mail address, may be subject to public disclosure."

**NATIONAL MUSEUM OF THE UNITED STATES AIR FORCE (NMUSAF)  
STATIC DISPLAY PROGRAM**

**2013 LOAN AGREEMENT, SDA0398**

**1.0. Parties.** This Agreement is entered pursuant to Public Law 80-421 [10 United States Code (USC) §2572], and any amendments thereto, and is effective as of 1 April 2013 between the United States of America, or, "the Government," represented by the National Museum of the United States Air Force (NMUSAF), and collectively referred to hereinafter as "the Lender," and the **OKALOOSA COUNTY** hereinafter called "the Borrower," incorporated and operating under the laws of the State/Country of **FL** and located at **CRESTVIEW**. The Government hereby establishes with the Borrower a loan agreement for U.S. Air Force (USAF) historical property for the period commencing 1 April 2013 and ending 31 March 2014. This agreement is not transferable.

**2.0. Borrower Obligations/Costs.** The Borrower has applied, in writing, for the loan of USAF historical property, and hereby agrees to be responsible for all arrangements and, in accordance with 10 USC §2572, is required to pay all costs, charges and expenses incident to the loan of this property, including, but not limited to, the cost of preparation, demilitarization, hazardous material removal, disassembly, packing, crating, handling, maintenance, repair, restoration, transportation and all other actions incidental to the use and/or movement of the loaned property to or from the Borrower's location.

**3.0. Loaned Property.** The NMUSAF shall loan to the Borrower the historical property identified in the inventory report, which has been included in the loan package and is incorporated into this Agreement by reference as if fully rewritten herein (hereinafter the "Property"). The Borrower accepts the Property on an "as is, where is" basis, and the Lender makes no warranties, expressed or implied, as to the Property's condition, fitness for any particular purpose, or other warranty of any kind.

**4.0 Loan Conditions.**

**4.1.** The Borrower agrees that the Property shall be used for static display purposes only. Loaned aerospace vehicles will not be flown or restored to flying condition under any circumstance, nor will they be licensed with the Federal Aviation Administration (FAA). The Borrower shall not remove any parts from loaned aircraft except as directed in paragraph 4.2. Relocation of the Property for temporary special events (parades, ceremonies, air shows, etc.) is not authorized under any circumstances. No decorations of any type, for any purpose (special event, seasonal display, ceremonies, etc.) are authorized to be displayed on any of the Property.

**4.2.** The Borrower agrees to allow the Lender to remove parts from loaned aerospace vehicles for NMUSAF or military requirements, upon written direction from the NMUSAF. Such parts are generally internal in nature and removal or replacement should not alter the external aesthetic appearance of the aerospace vehicle.

**4.3.** The Borrower shall not part with possession of the Property or any component of the Property in any manner to any third party either directly or indirectly. The Borrower shall not enter into any negotiations with a third party regarding any future disposition of the loaned material, in whole or in part.

**4.4.** The Borrower agrees to all of the following: to use the Property in a careful and prudent manner; to not modify the Property in any manner, without prior written permission of the Lender, which would alter the original form, design, or the historical significance of said Property; to perform routine maintenance to include (but not limited to) annual upkeep, periodic painting, repair of damage, day-to-day care and management of the Property, so as to provide an acceptable appearance and to not reflect negatively on the Lender; and to display

1  
**CONTRACT # C11-1859-AP  
NATIONAL MUSEUM OF THE USAF  
LOAN AGREEMENT#SDA0398  
FOR F-15 STATIC DISPLAY  
EXPIRES: 03/31/2014**

and protect the Property in accordance with the instructions set forth in Attachments 1 and 2, which are incorporated into this Agreement by reference as if fully rewritten herein.

**4.5.** The Borrower agrees that any additions, modifications or alterations that improve the Property become part of said Property and are owned by the NMUSAF.

**4.6.** Interior access to loaned aerospace vehicles (cockpit, cargo areas, etc.) for purposes other than maintenance or restoration work by persons other than staff or authorized maintenance personnel is prohibited. This is to ensure not only the integrity and preservation of the aircraft, but more importantly, the safety and security of the public.

**5.0. Use as Security, Sale or Lease.** The Borrower agrees not to use the Property as security for any loan, and not to sell, lease, rent, lend, or exchange the Property under any circumstances.

**6.0. Professional Photography.** The Borrower shall not make or allow the use of the Property in any manner for commercial use, such as still or motion video production, without prior written approval from the Lender. Casual photography or motion video created by visitors for personal or non-promotional use is permitted.

**7.0. Incident Reporting.** The Borrower shall within one (1) working day of discovery, notify the Lender of any instance of loss, damage or destruction of the Property.

**8.0. Title.** The Borrower shall obtain no interest in the Property by reason of this Agreement and title shall remain in the Lender at all times.

**9.0. Receipt, Custody & Liability.**

**9.1.** This Agreement shall be executed prior to the Borrower accepting physical custody of the Property on or before 1 April 2013.

**9.2.** The Borrower agrees to provide a receipt to the Lender at the time it assumes physical custody of the Property (unless the Property is already in its possession).

**9.3.** The Borrower agrees that it is strictly liable for up to the full replacement value (FRV) of the Property, as identified in the inventory report, and to accept such liability upon assuming physical custody of the Property or execution of this Agreement, whichever occurs first.

**9.4.** The Borrower agrees that the FRV of the Property is as identified in the inventory report and waives any right to contest the FRV in any legal proceeding. In the event any item of historical property does not have an FRV identified in the inventory report, the FRV shall be determined at the sole discretion of the NMUSAF.

**9.5.** The Borrower agrees that if the Property, or any portion thereof, has been irreparably damaged, destroyed or stolen the NMUSAF may direct the Borrower to either replace the Property with an historical item of equal value to the satisfaction of the NMUSAF or require monetary reimbursement equaling the FRV. In the event of less than total loss to the Property, or any portion thereof, the Borrower agrees to repair/replace the damage to the Property to the satisfaction of the NMUSAF or reimburse the NMUSAF for the full value of the damage, as determined by the NMUSAF. The election of a remedy under this subparagraph is at the sole discretion of the NMUSAF. This subparagraph is not intended to waive or limit the Government's rights and remedies, legal or equitable, and the Government reserves all such rights and remedies.

**9.6.** The Borrower agrees to place the Property on exhibit within ninety (90) days from the date it takes physical custody, or as otherwise mutually agreed upon.

#### **10.0. Borrowers Responsibilities.**

**10.1.** The Borrower agrees to the greatest extent permitted by Florida Law to indemnify, save harmless, and defend the Lender from and against all claims, demands, actions, liabilities, judgments, costs, and attorney's fees, arising out of, claimed on account of, or in any manner predicated upon personal injury, death, or property damage caused by or resulting from possession and/or use of the Property. Nothing herein shall be construed to waive or limit the federal Government's rights and remedies permitted by law.

**10.2.** The Borrower agrees to report as requested to the Lender on the condition and location of the Property. Further, the Borrower agrees to allow authorized Department of Defense representatives access to the Borrower's records and facilities to assure accuracy of information provided by the Borrower and compliance with the terms of this Agreement.

**10.3.** The Borrower agrees to return said Property to the Lender on termination of this Agreement or earlier, if it is determined that the Property is no longer required, at no expense to the Lender. In the event of a partial termination, the Borrower agrees to the return of all items of the Property subject to the partial termination, at no expense to the Lender.

#### **11.0. Initial Loan Agreement Requirements.**

**11.1.** The Borrower agrees to furnish the Lender a CD/DVD containing digital images of the Property within fifteen (15) days of taking physical possession of the Property. The image file name must be the accession number for that item (i.e. SD-2000-0136.JPG). For aircraft and ballistic missiles, images will include views showing all external surfaces including tail number and all accessible interior areas including instrument panels, avionics racks and equipment, aircrew, passenger, cargo and payload compartments, wheel wells, and bomb bays. Digital images for all other artifacts will be of sufficient detail to insure positive identification of each object.

**11.2.** The Borrower shall arrange insurance coverage for the Property on an all-risk, wall-to-wall basis, at a minimum, for an amount that equals the total agreed upon FRV for all items in the inventory report, plus any additional amount to cover the inventory that does not have an identified FRV, so long as the Property remains in its possession. The Borrower further agrees to furnish the Lender proof of said insurance. For Borrowers with private insurance coverage, proof shall constitute a copy of the insurance certificate from the commercial provider, noting any deductible, and showing coverage up to the FRV of the Property and any additional coverage for Property that does not have an FRV identified in the inventory report. For self-insured organizations, proof shall constitute a written and signed statement attesting to its ability to reimburse the Government for the FRV of the Property (as identified in the inventory report and/or as determined by the NMUSAF).

#### **12.0. Annual Loan Renewal Requirements.**

**12.1.** The Borrower agrees to furnish the Lender a CD/DVD containing digital images of the Property. The image name must be the accession number for that item (i.e. SD-2000-0136.JPG). Digital images of aircraft and missiles will provide general views to include sufficient detail to show the overall condition and tail number of the airframe. Digital images for all other artifacts will be of sufficient detail to insure positive identification of each object and its current condition.

**12.2.** The Borrower agrees to furnish a copy of the most recent annual financial statements to include revenue and expense reporting and a projected budget for the next operating year.



12.3. The Borrower agrees to furnish the Lender proof of insurance as required in subparagraph 11.2 for each renewal period.

12.4. The Borrower agrees to furnish a signed inventory as provided by the Lender with the annual renewal package, which accurately reflects the Property in its possession. Discrepancies in the inventory provided by the Lender shall be noted on the inventory report by the Borrower to the extent that such notes accurately reflect the current inventory held by the Borrower. In the event of a dispute, the Lender shall make the final determination of the current inventory on or near the renewal date and document the NMUSAF records accordingly.

### 13.0. Display/Maintenance Requirements.

13.1. No aircraft will be renovated, reconfigured, have markings changed, or tail number altered, or any parts added, removed, or replaced as part of a planned restoration effort without prior written approval from the NMUSAF.

13.2. The Borrower agrees that all aircraft, missiles and artifacts on display will have an identification sign adjacent to each display. For aircraft and missiles note the type, model, and serial number. If the aircraft or missile has been reconfigured, markings changed, or serial number altered after acquisition for display purposes, it will be stated on the sign and noted in all records as follows:

"The (item) on display is actually (nomenclature), Serial No.           , but painted and marked to depict (nomenclature), Serial No.           , assigned to the (unit and/or person) in (location or theater) during (year)."

13.3. The sign will state that the item is part of the NMUSAF collection as follows:

"This (artifact/object) is on loan from the National Museum of the United States Air Force."

13.4. For aircraft on which the serial number has been altered for display purposes with prior written approval, the model, design and series (i.e. F-100C or F-4C) along with the original serial number will be stenciled in two inch letters using contrasting paint colors on the fuselage under the horizontal stabilizers.

13.5. All record keeping will reflect the true serial number.

### 14.0. Radioactive Components.

14.1. Completion of Section 2 of Air Force Form 3580, (USAF Museum Aerospace Vehicle Static Display Acceptance Condition and Safety Certificate), or comparable certification indicating that a complete radioactive material survey has been accomplished shall be included in the official file.

14.2. In accordance with Attachment 1, ("NMUSAF Loan and Static Display Programs' Instructions for Preparation and Maintenance of Aerospace Vehicles"), if radioactive items are determined to have been installed or reinstalled during later inspections, the Borrower will pay the cost of removal of the radioactive items and any decontamination required.

**15.0. Loan Termination.**

**15.1. The failure of the Borrower to observe any of the conditions set forth in this Agreement and Attachments 1 and 2 thereto shall be sufficient cause for the Lender to terminate the loan and repossess the Property.** Repossession of all or any part of the Property by the Lender shall be made at no cost or expense to the Government; the Borrower shall be responsible for paying all maintenance, freight, storage, crating, handling, transportation and other costs or charges attributable to such repossession.

**15.2.** In the event the loan is terminated for any reason, the provisions of this Agreement will remain in effect until all of the Property, or in the event of a partial termination that portion of the Property at issue, has been relocated and in a condition that is satisfactory to the NMUSAF.

**15.3.** Termination of the loan and subsequent repossession of all or any part of the Property at the option of the Borrower shall require no less than thirty (30) days advance notice to the Lender in writing. This requirement may be waived by the Lender only through the provision of a written waiver to the Borrower prior to the return of the Property.

**15.4.** The Lender reserves the right not to renew this Agreement, in all or part, and to recall the Property if required by the Lender to meet the requirements of the NMUSAF, Wright-Patterson AFB, OH or for military requirements. The Lender will provide a written thirty (30) day notice of intent to recall to the Borrower. In the event of recall, movement of the recalled Property from the Borrower's site will be accomplished at the Lender's expense.

**16.0. Dispute Resolution.** In the event a dispute arises between the parties over the terms and conditions of this Agreement reasonable attempts will be undertaken to resolve the matter through negotiation between the parties or persons appointed, in writing, by the parties. This Agreement shall be construed and interpreted in accordance with Federal law. If any provision herein is held unlawful or otherwise unenforceable by the Court any remaining provisions shall be considered divisible and remain in full force and effect. In the further event that negotiations fail to reach a resolution, the parties agree that the Federal District Court for the Southern District of Ohio, at Dayton, Ohio, will have exclusive jurisdiction over such disputes.

Executed on behalf of the Lender this Twenty-Fifth Day of January, 2013 at Wright-Patterson AFB OH.

UNITED STATES OF AMERICA

*Patricia A. Ochs*

By: PATRICIA A. OCHS  
Title: Static Display Administrator

Agency: National Museum of the United States Air Force

Address: NMUSAF/MUX  
1100 Spaatz St  
Wright-Patterson AFB OH 45433-7102

Telephone: (937) 255-4770 Fax Number: (937) 656-4340

Email: patricia.ochs@wpafb.af.mil

ACCEPTANCE

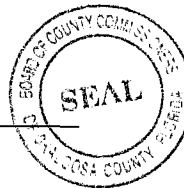
The Borrower, through its authorized representative hereby accepts responsibility of the loaned property subject to the terms and conditions contained in the Loan Agreement set forth above. The Borrower certifies that they have read, understand and acknowledge that concealing a material fact and/or making a fraudulent statement in dealing with the federal government may constitute a violation of federal law in accordance with 18 USC §1001.

Executed on behalf of the Borrower this 21<sup>st</sup> day of May 2013,

OKALOOSA COUNTY, CRESTVIEW FL

(Name of Borrower/Organization)

By: *Don R. Amunds*  
(Signature)



Don R. Amunds, Chairman BOCC  
(Typed or Printed Name & Title)

Address: 1804 Lewis Turner Blvd., Suite 100  
Ft, Walton Beach, FL 32547

Telephone: 850-651-7105 Fax Number: 850-651-7142

Email: damunds@co.okaloosa.fl.us

## ATTACHMENT 1

### NATIONAL MUSEUM OF THE UNITED STATES AIR FORCE (NMUSAF) LOAN AND STATIC DISPLAY PROGRAMS

#### INSTRUCTIONS FOR PREPARATION AND MAINTENANCE OF AEROSPACE VEHICLES

##### SECTION A - GENERAL

###### A. Information:

1. This instruction covers the requirements for the preservation and preparation of aircraft for static display purposes by an organization borrowing an aerospace vehicle from the National Museum of the United States Air Force (NMUSAF).
2. These requirements are designed to return and/or maintain the aerospace vehicle in as near original configuration as possible and to render them suitable for display.
3. Generally, all reconditioning, repairing, and refinishing will be accomplished in accordance with current Air Force directives and instructions and in a manner that would not modify it in any way, thereby altering the original form, design, or the historical significance of, said property. Deviations from this standard must be requested in writing and approved by NMUSAF.

###### B. Security Requirements:

1. The aerospace vehicle on display and undergoing preparation for display shall be kept secure from unsupervised personnel. The aerospace vehicle will be maintained with sufficient security to insure that it is protected from vandalism and theft or unauthorized removal of components.
2. Any theft or unauthorized removal of components shall be immediately reported to the local law enforcement agency and by the next working day to NMUSAF. This must be followed by a report of the investigation of the incident within 30 days.
3. All canopies, doors, access hatches, and access plates, except for one entrance door, will be permanently sealed shut by any of the following methods to prevent unauthorized entry:
  - a. Bolting through the hatch to internal crossbars placed across the opening. These can be fabricated from sturdy steel strapping or channel iron.
  - b. Riveting the door securely to the jamb section.



c. Attaching hasps internally and securing with inside padlock.

d. Whatever method is employed to secure doors and access hatches, the crevices remaining will be filled with caulking compound or elastic putty to prevent internal damage from rain, snow, dust and ice. A hasp welded or riveted in place must secure the access door that is not permanently sealed. Multiple locks (two or three) are preferable, each with separate key or combination. This technique will reduce the possibility of unauthorized access but will provide emergency entrance for authorized personnel.

### **C. Maintenance Records:**

1. Whenever items are permanently removed, the removal and disposition of such items shall be annotated on a maintenance log or AF Form 3581, (available from NMUSAF).

2. All work items that are accomplished shall be listed and signed off on a maintenance log.

3. Utilizing the maintenance log, a detailed accounting will be maintained by the borrower of all items removed or installed with the date of installation/removal and the name of the individual accomplishing the work.

4. Copies of all maintenance records must be returned to NMUSAF with the annual loan renewal process for preservation.

### **D. References:**

The work requirements listed herein have been developed in accordance with the following directives: AFM 23-110, Vol. VI, TO 00-20-1, Defense Disposal Manual 67-4, AFI 84-103, and applicable maintenance technical orders.

## **SECTION B - REQUIREMENTS**

### **A. Demilitarize All Armament Systems and Explosive Material:**

1. Disarm all systems in accordance with the applicable Aircraft Technical Orders and certify action on AF Form 3580, (or later equivalents). Warning: Disarming must be accomplished by a fully qualified USAF ordnance systems specialist. Documentation of these actions must be sent to NMUSAF. (If applicable)

2. Aerospace vehicles intended for outdoor display must have all weapons under 30mm (machine guns, cannons) removed. Only simulated weapons may be used. No weapons of any type may be loaned to non Department of Defense (DoD) organizations.

### **B. Prepare Power plant for Permanent Storage:**

1. Prepare engines for permanent storage. (If applicable)
2. Disconnect and drain all water and oil lines, tanks, valves, and pumps. Reconnect lines and reinstall plugs after draining. (If applicable)
3. Clean excess oil and grease from exterior components of engines. (If applicable)
4. Check power plant cowling for corrosion and damage. Repair and refinish as necessary for display.
5. Install intake and exhaust protective covers. Standard covers may be used if available, or suitable substitutes.
6. Clean and preserve propeller domes.
7. Clean deicer shoes and apply corrosion preventative compound.
8. Clean and check metal components of propellers for corrosion. Treat any affected areas and refinish to standard configuration.

**C. Defuel and Purge Fuel Systems:**

1. Defuel and purge all fuel tanks and check for safety with a combustible gas indicator.
2. Disconnect and drain all fuel lines, valves, sumps, pumps, etc. Reconnect lines after purging.
3. Spray or seal fuel tanks with a corrosion preventive compound.
4. Drain water injection systems and deicing fluids whenever found.

**D. Prepare Landing Gear:**

1. Release high-pressure air from all landing gear shock struts.
2. Clean and preserve strut.
3. Clean all wheels and other landing gear components.
4. Check and remove corrosion. Repaint to standard configuration.
5. Check all tires for excessive wear and adjust pressure as required.
6. Secure all retractable landing gear in the down position with positive locking devices.

### **E. Prepare Hydraulic Systems:**

1. Dissipate hydraulic system pressure and release air from hydraulic accumulators. (If applicable)
2. Disconnect and drain all hydraulic lines, reservoirs, valves and pumps. Reconnect and reinstall drain plugs after draining. (If applicable)
3. Clean all exposed finished surfaces of actuating rods, hydraulic cylinders, locks, and valves. Other hydraulic equipment will be cleaned and coated with corrosion preventative compound.

### **F. Prepare Oxygen Systems**

1. Release oxygen, both gaseous and liquid, from all systems. (If applicable)
2. Stow all oxygen masks, bottles, and hoses. Remove all oxygen masks from aerospace vehicles displayed outside and store in a secure area conducive to preservation.
3. Install dust plugs in filler valves and recharge hoses.

### **G. Prepare Electrical Systems:**

1. Remove aerospace vehicle batteries and turn in to battery shop, DRMO, or other authorized organization, or as locally required. (If applicable)
2. Remove dry cell batteries from frequency meters and other equipment. (If applicable)
3. Pull all circuit breakers only if of the non-radioactive (white plastic shank) type. Contact NMUSAF for a radiation survey of circuit breakers if in question, and for assistance with problems. Do not pull radioactive circuit breakers open, as deteriorated radium paint may be scattered in the process to create a possible hazard.
4. Cover all battery vent hole openings.

### **H. Prepare Electronic Systems:**

1. Leave all electronic equipment that is not reclaimed installed on the aerospace vehicle.
2. Coat exposed metal whip antennas and mechanical items with a corrosion preventative compound.
3. Stow all connectors from equipment that has been removed.

### **I. Miscellaneous Utilities:**

1. Remove bottles from all fire extinguisher systems, dissipate and reinstall. Caution: Insure all chemicals are disposed of in accordance with established State environmental policies.
2. Drain and clean entire drinking water system. (If applicable)
3. Drain, clean, and reinstall coffee jugs and water jugs. (If applicable)

### **J. Prepare Airframe:**

1. Check airframe for corrosion and treat affected areas.
2. Clean all debris and foreign material from interior of fuselage.
3. Check airframe for external damage and repair.
4. Cover all openings that will allow the entrance of water or other foreign matter that may have a corrosive or other deteriorating effect. Use standard covers if available, or suitable substitutes. Additional protection may be incorporated for aerospace vehicles placed in outside storage.
5. Check all fuselage, wing, and empennage drain holes for obstructions. Outside storage or display may necessitate additional drain holes to ensure proper drainage. Drain holes should be periodically probed to insure they are not obstructed.
6. Clean and treat lavatory and relief facilities. (If applicable)
7. Check all astrodomes and plastic panels for crazing and damage, repair and/or replace as necessary. Clean all plastic panels thoroughly with soap and water.
8. Inspect for water trapped in lower portions of fuselage. If water is present comply with instructions contained in applicable technical order for removal and correction.

### **K. Prepare Control Surfaces:**

1. Check all metal control surfaces for corrosion and treat-affected areas.
2. Check all control surfaces for external damage and repair areas as necessary for display purposes.
3. Inspect all fabric-covered control surfaces, repair or recover as necessary.

4. Check all control surfaces, attaching mechanisms for loose rivets and/or sheared bolts and make necessary repairs.

5. Secure all moveable surfaces in a neutral position with positive locking devices.

#### **L. Radiation Safety:**

1. Completion of radiation survey will be verified by NMUSAF prior to physical transfer of aerospace vehicle.

2. Interior of aircraft must be secured and all access prevented until radiation survey is completed. No restoration activity inside or outside the aircraft will be permitted until the radiation survey is completed.

3. Survey of aircraft displayed at non-DoD organization will be accomplished by the NMUSAF Radiation Safety Officer or an authorized USAF representative annotated on an AF Form 3583.

4. No radioactive components will be reinstalled by the borrowing organization. If radioactive items are found reinstalled during later inspections, the borrowing organization will pay the cost of removal of the radioactive items and any decontamination required.

#### **M. Final Preparation:**

1. Entire aircraft cleaned and refinished as required.

2. Secure aircraft by attaching tie down restraints to surface attaching points and to a major structural part of the item. Tie down restraints, including surface attaching points, should be of sufficient strength to withstand the expected wind condition for the locality.

3. Place aerospace vehicle on surface concrete or asphalt of sufficient strength to support its weight. This will not apply if the recipient, with the written permission of the NMUSAF, has mounted the aerospace vehicle on a pylon attached to the aerospace vehicles structural members.

4. Aerospace vehicles inside or outside that are normally supported on pneumatic tires must be placed on display stands of sufficient height to provide approximately 1" clearance between the tire and the display surface, tires should be inflated and or checked to maintain normal tire shape, or tires must be filled with a permanent tire filling compound which will maintain their inflated shape and support the weight of the item for the life of the casing.

5. Remove all antenna wires that could serve as a bird roost.

6. Install bird proofing on all aerospace vehicle openings, including intake and exhaust covers.



7. Flag or cover all protruding objects of a hazardous nature.

**N. Coordination:**

1. Deviation from the procedures outlined in this attachment must be requested in writing and require written approval prior to deviation.

2. No aerospace vehicle will be renovated, reconfigured, have markings changed, or tail number altered, or any parts added, removed, or replaced as part of a planned restoration effort without prior written approval from the NMUSAF.

02/04/05

## ATTACHMENT 2

### NATIONAL MUSEUM OF THE UNITED STATES AIR FORCE (NMUSAF) LOAN AND STATIC DISPLAY PROGRAMS

#### INSTRUCTIONS FOR THE CARE OF ARTIFACTS

##### **A. Information:**

1. These general guidelines are provided to fulfill the NMUSAF's obligation to ensure the preservation of the collection, and to define the responsibilities of organizations that retain historical property for display.

2. Under normal circumstances, objects will not be made available from the NMUSAF unless the basic measures for preservation and conservation have already been accomplished. However, regardless of the state of preservation at the time of receipt, an assessment must be made and all appropriate measures taken to insure continued preservation of historical property. All items must be properly prepared for exhibition, placed in a safe environment and inspected periodically.

##### **B. General Guidelines for Artifacts:**

1. All artifacts must be protected from harmful exposure and maintained in a stable environment. Preservative treatments and mounting techniques will vary with each item depending on its material(s), condition, and display method. The following are some general guidelines:

a. When displaying an object never modify an object in such a way as to alter or compromise its integrity, authenticity or uniqueness. Retain its natural characteristics.

b. Provide appropriate physical security against vandalism or theft through the use of locked or sealed display cases. The object's intrinsic value should determine the security measures required.

c. Good housekeeping and environmental control are essential for the long term care of museum artifacts.

2. Contact the NMUSAF Conservator for guidance or assistance for proper display of NMUSAF objects.

**C. Damage Threats to Artifacts:** The threats of damage or deterioration to artifacts generally come from four sources:

1. People – The greatest threat to the continued survival of an artifact comes from people. This is a result of mishandling the artifact resulting in mechanical breakage, soiling from unprotected hands (fingerprints), improper cleaning methods and incorrect attempts at preservation or repairs (making it 'look' better). Unfortunately, theft must also be included in this category.

2. Light – Light, a form of radiation, damages many materials, especially fabrics. This damage is first observed as the fading of colors followed by the gradual breakdown of the material. The most harmful portion of the light spectrum is ultra-violet (UV). Protecting from UV is accomplished by avoidance of natural sunlight or artificial light such as florescent and halogen. The use of Light Emitting Diodes (LED) is the preferred standard in museum exhibits. Normal incandescent lighting is low in UV radiation.

a. All historical property on loan from the NMUSAF that is on interior exhibit will not be exposed to light level which exceeds 200 lux or 20 foot-candles from any source. The acceptable level for most museum objects falls between 50 and 200 lux or 5 and 20 foot-candles. Sensitive objects, such as artwork, color/black and white photographs, and textiles should have their intensity levels adjusted downward toward lower limits and/or limited exposure time. There is a reciprocity law between intensity (lux) and time of exposure: 10 hours of exposure at 50 lux has the same damaging effect as 1 hour at 500 lux).

b. Protection for UV is accomplished by avoidance or shielding. Shielding of UV producing light sources, such as direct or diffused sunlight and all fluorescent lighting, requires UV Plexiglas, solar screen, blackout curtains or UV filtering sleeves. All UV filtering media have a life span of about 10 years, after which they must be changed to maintain their effectiveness.

3. Environment – The most common environmental threats are heat and humidity. Ideally, an artifact is displayed at a constant temperature of 68 degrees and 50% relative humidity. Of the two, humidity is the most destructive. Excessive heat and humidity may create a favorable environment for the growth of molds and fungus as well as rust/corrosion. Rapid changes in temperature and humidity should be avoided.

4. Insect/Pest – Insects and pests can be highly destructive. The first line of defense is the cleanliness of the facility. Careful monitoring and frequent inspection will provide early detection of infestation. If and when infestation is detected many methods of pest removal are destructive to artifacts. If a NMUSAF artifact is exposed to infestation, contact NMUSAF conservator.

**D. Conservation:** Adherence to the guidelines for preservation of objects will go a long way to insure their longevity. In rare instances, some conservation measures may be needed. Contact NMUSAF Conservator for guidance. Do not attempt to treat an object on your own.

**E. Storage:** All attempts should be made to place objects on exhibit as soon as possible. Environmental control, good housekeeping and periodic inspections are essential to the proper

storage of objects. Leather and textiles shall be stored flat when possible and laid out on acid free tissue paper. If leather or textiles are hung, they should be hung on well padded hangers. Storage on shelves shall be loose with no piling or stacking of objects and all shelving covered with acid free tissue. If shelving is wood, it shall be sealed to deter transfer of acid from wood to artifacts. Cabinets are preferable to open storage as they discourage theft, dust, and insect problems.

**F. Handling:** Wear cotton, nitrile, or latex gloves while handling objects. Two hands should be used to handle or carry objects to reduce risk of dropping. Carry only one object at a time using both hands. Do not carry or lift objects by handles or weakest point.

**G. Display:** Displaying an object can be very detrimental if not done properly. Cases should be designed to incorporate UF-3 or UF-5 Plexiglas to shield objects from UV light. Cases should be ventilated to allow air exchange and openings filtered to prevent entry of insects. All interior surfaces of wooden cases should be properly sealed. All artifacts should be buffered from acidic display materials. Never alter an artifact to fit a case or to facilitate mounting. Use mannequins that do not place undue stress on uniforms. Do not force garments on to mannequins. Keep cases clean and place them in areas away from direct sun and extremes in temperature and humidity.

**H. Shipping:** Damage to artifacts can occur during shipping. Use appropriate packing materials to protect the object during transit. Consult NMUSAF to arrange shipping of returned loaned objects.

*Revised 8 Dec 2011*

NATIONAL MUSEUM of the U.S. AIR FORCE

RCS: HAF-HO(A) 8801 INVENTORY REPORT

Loan Account Number SDA0398

11-Apr-13

ACCESSION #	NOMENCLATURE	Value
SD-2009-0002	AIRCRAFT, F-15A(GF), 75-0044	\$21,000

I certify that the above listed items shown on Pages 1 through 1  
have been accounted for with any discrepancies so noted.

Signature:

*Don R. Amunds*  
(Historical Property Custodian)

*5-21-13*  
(Date)



Don R. Amunds

Typed or Printed Name

Chairman, Okaloosa County BOCC

Typed or Printed Title



# 2013 POINT OF CONTACT INFORMATION SHEET

ACCOUNT NUMBER	SDA0398
CITY/ORGANIZATION NAME	OKALOOSA COUNTY
MAILING ADDRESS	101 E JAMES LEE BLVD
CITY	CRESTVIEW
STATE/COUNTRY	FL
ZIP CODE	32536
PHYSICAL LOCATION OF ITEM	Northwest Florida Regional Airport, 1701 State Rd 85 North
HISTORICAL PROPERTY CUSTODIAN	MR DON R. AMUNDS
TITLE, HISTORICAL PROPERTY CUSTODIAN	CHAIRMAN, OKALOOSA COUNTY BOARD
PRIMARY POINT OF CONTACT	<del>MR. GREG DONOVAN</del> Michael Stenson
TITLE PRIMARY POINT OF CONTACT	AIRPORT DIRECTOR Deputy Director
PRIMARY PHONE NUMBER	850-651-7160 (Airport)
ALTERNATE PHONE NUMBER	850-651-7105 (County Board Ofc)
PRIMARY FAX NUMBER	850-651-7164 (Airport)
EMAIL ADDRESS	<del>gdonovan@co.okaloosa.fl.us</del> mstenson@co.okaloosa.fl.us



# CERTIFICATE OF PROPERTY INSURANCE

DATE (MM/DD/YYYY)

2/14/2013

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

If this certificate is being prepared for a party who has an insurable interest in the property, do not use this form. Use ACORD 27 or ACORD 28.

<b>PRODUCER</b> Public Risk Insurance Agency P. O. Box 2416  Daytona Beach FL 32115	<b>CONTACT NAME:</b> Patricia Jenkins <b>PHONE (A/C, No, Ext):</b> (386) 252-6176 <b>E-MAIL ADDRESS:</b> pjenkins@bbpria.com <b>PRODUCER CUSTOMER ID:</b> 00001966	<b>FAX (A/C, No):</b> (386) 239-4049
	<b>INSURER(S) AFFORDING COVERAGE</b>	
<b>INSURED</b> Okaloosa County, DBA: Okaloosa County 601-A North Pearl Street  Crestview FL 32536	<b>INSURER A:</b> Amrisc	
	<b>INSURER B:</b> Travelers Prop & Cas Co of Am	
	<b>INSURER C:</b> Lloyds	
	<b>INSURER D:</b>	
	<b>INSURER E:</b>	
	<b>INSURER F:</b>	

**COVERAGES**                      **CERTIFICATE NUMBER:** CP12101000193                      **REVISION NUMBER:**

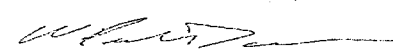
LOCATION OF PREMISES / DESCRIPTION OF PROPERTY (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YYYY)	POLICY EXPIRATION DATE (MM/DD/YYYY)	COVERED PROPERTY	LIMITS
A	<input checked="" type="checkbox"/> PROPERTY	*AMR-31420 Certain Underwriters at Lloyds	10/1/2012	10/1/2013	<input checked="" type="checkbox"/> BUILDING	\$ 75,000,000
	CAUSES OF LOSS	*MSP-12290-02 QBE Specialty Ins. Co.			<input checked="" type="checkbox"/> PERSONAL PROPERTY	\$ INCLUDED
	BASIC DEDUCTIBLES BUILDING				BUSINESS INCOME	\$
	BROAD CONTENTS	*CPP9653576-02 Steadfast Insurance Co.			<input checked="" type="checkbox"/> EXTRA EXPENSE	\$ 2,000,000
	<input checked="" type="checkbox"/> SPECIAL				RENTAL VALUE	\$
	<input checked="" type="checkbox"/> EARTHQUAKE				BLANKET BUILDING	\$
	<input checked="" type="checkbox"/> WIND				BLANKET PERS PROP	\$
<input checked="" type="checkbox"/> FLOOD		BLANKET BLDG & PP	\$			
			<input checked="" type="checkbox"/> Flood	\$ 25,000,000		
			<input checked="" type="checkbox"/> Earthquake	\$ 25,000,000		
	INLAND MARINE	TYPE OF POLICY			\$	
	CAUSES OF LOSS				\$	
	NAMED PERILS	POLICY NUMBER			\$	
					\$	
	CRIME				\$	
	TYPE OF POLICY				\$	
B	<input checked="" type="checkbox"/> BOILER & MACHINERY / EQUIPMENT BREAKDOWN	BM21-7943N492	10/1/2012	10/1/2013		\$ 100,000,000
C	Terrorism - Certified Acts	UTS2512292.12	10/1/2012	10/1/2013	Sublimit	\$ 5,000,000
					Combined Liab	\$ 5,000,000

**SPECIAL CONDITIONS / OTHER COVERAGES** (Attach ACORD 101, Additional Remarks Schedule, if more space is required)  
 Certificate issued with respects to Loan Agreement for F-15A Aircraft, S/N#75-0044, Replacement Value \$21,000. Building/contents coverage are provided on a replacment cost basis & BI/EE is actual loss sustained. No co-insurance penalty applies. Deductible-AOP \$50,000 per occurrence, except 3% named storm wind/hail, \$100,000 min, \$5,000,000 max

**CERTIFICATE HOLDER**                      **CANCELLATION**

United States Air Force Heritage Program National Museum of the U.S. Air Force Attn: Patricia Ochos, Static Display Prog 1100 Spaatz Street Wright-Patterson AFB OH 45433-7102	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE  Paul Dawson/AMBER 
---	--

CONTRACT # C11-1859-AP  
NATIONAL MUSEUM OF THE USAF  
LOAN AGREEMENT#SDA0398  
FOR F-15 STATIC DISPLAY  
EXPIRES: 03/31/2013

Revised January 2012

NATIONAL MUSEUM OF THE UNITED STATES AIR FORCE (NMUSAF)  
STATIC DISPLAY PROGRAM

2012 LOAN AGREEMENT, SDA0398

**1.0. Parties.** This Agreement is entered pursuant to Public Law 80-421 [10 United States Code (USC) §2572], and any amendments thereto, and is effective as of 1 April 2012 between the United States of America, or, "the Government," represented by the National Museum of the United States Air Force (NMUSAF), and collectively referred to hereinafter as "the Lender," and the OKALOOSA COUNTY hereinafter called "the Borrower," incorporated and operating under the laws of the State/Country of FL and located at CRESTVIEW. The Government hereby establishes with the Borrower a loan agreement for U.S. Air Force (USAF) historical property for the period commencing 1 April 2012 and ending 31 March 2013. This agreement is not transferable.

**2.0. Borrower Obligations/Costs.** The Borrower has applied, in writing, for the loan of USAF historical property, and hereby agrees to be responsible for all arrangements and, in accordance with 10 USC §2572, is required to pay all costs, charges and expenses incident to the loan of this property, including, but not limited to, the cost of preparation, demilitarization, hazardous material removal, disassembly, packing, crating, handling, maintenance, repair, restoration, transportation and all other actions incidental to the use and/or movement of the loaned property to or from the Borrower's location.

**3.0. Loaned Property.** The NMUSAF shall loan to the Borrower the historical property identified in the inventory report, which has been included in the loan package and is incorporated into this Agreement by reference as if fully rewritten herein (hereinafter the "Property"). The Borrower accepts the Property on an "as is, where is" basis, and the Lender makes no warranties, expressed or implied, as to the Property's condition, fitness for any particular purpose, or other warranty of any kind.

**4.0 Loan Conditions.**

**4.1.** The Borrower agrees that the Property shall be used for static display purposes only. Loaned aerospace vehicles will not be flown or restored to flying condition under any circumstance, nor will they be licensed with the Federal Aviation Administration (FAA). The Borrower shall not remove any parts from loaned aircraft except as directed in paragraph 4.2. Relocation of the Property for temporary special events (parades, ceremonies, air shows, etc.) is not authorized under any circumstances. No decorations of any type, for any purpose (special event, seasonal display, ceremonies, etc.) are authorized to be displayed on any of the Property.

**4.2.** The Borrower agrees to allow the Lender to remove parts from loaned aerospace vehicles for NMUSAF or military requirements, upon written direction from the NMUSAF. Such parts are generally internal in nature and removal or replacement should not alter the external aesthetic appearance of the aerospace vehicle.

**4.3.** The Borrower shall not part with possession of the Property or any component of the Property in any manner to any third party either directly or indirectly. The Borrower shall not enter into any negotiations with a third party regarding any future disposition of the loaned material, in whole or in part.

**4.4.** The Borrower agrees to all of the following: to use the Property in a careful and prudent manner; to not modify the Property in any manner, without prior written permission of the Lender, which would alter the original form, design, or the historical significance of said Property; to perform routine maintenance to include (but not limited to) annual upkeep, periodic painting, repair of damage, day-to-day care and management of the Property, so as to provide an acceptable appearance and to not reflect negatively on the Lender; and to display

and protect the Property in accordance with the instructions set forth in Attachments 1 and 2, which are incorporated into this Agreement by reference as if fully rewritten herein.

**4.5.** The Borrower agrees that any additions, modifications or alterations that improve the Property become part of said Property and are owned by the NMUSAF.

**4.6.** Interior access to loaned aerospace vehicles (cockpit, cargo areas, etc.) for purposes other than maintenance or restoration work by persons other than staff or authorized maintenance personnel is prohibited. This is to ensure not only the integrity and preservation of the aircraft, but more importantly, the safety and security of the public.

**5.0. Use as Security, Sale or Lease.** The Borrower agrees not to use the Property as security for any loan, and not to sell, lease, rent, lend, or exchange the Property under any circumstances.

**6.0. Professional Photography.** The Borrower shall not make or allow the use of the Property in any manner for commercial use, such as still or motion video production, without prior written approval from the Lender. Casual photography or motion video created by visitors for personal or non-promotional use is permitted.

**7.0. Incident Reporting.** The Borrower shall within one (1) working day of discovery, notify the Lender of any instance of loss, damage or destruction of the Property.

**8.0. Title.** The Borrower shall obtain no interest in the Property by reason of this Agreement and title shall remain in the Lender at all times.

**9.0. Receipt, Custody & Liability.**

**9.1.** This Agreement shall be executed prior to the Borrower accepting physical custody of the Property or on or before 1 April 2012.

**9.2.** The Borrower agrees to provide a receipt to the Lender at the time it assumes physical custody of the Property (unless the Property is already in its possession).

**9.3.** The Borrower agrees that it is strictly liable for up to the full replacement value (FRV) of the Property, as identified in the inventory report, and to accept such liability upon assuming physical custody of the Property or execution of this Agreement, whichever occurs first.

**9.4.** The Borrower agrees that the FRV of the Property is as identified in the inventory report and waives any right to contest the FRV in any legal proceeding. In the event any item of historical property does not have an FRV identified in the inventory report, the FRV shall be determined at the sole discretion of the NMUSAF.

**9.5.** The Borrower agrees that if the Property, or any portion thereof, has been irreparably damaged, destroyed or stolen the NMUSAF may direct the Borrower to either replace the Property with an historical item of equal value to the satisfaction of the NMUSAF or require monetary reimbursement equaling the FRV. In the event of less than total loss to the Property, or any portion thereof, the Borrower agrees to repair/replace the damage to the Property to the satisfaction of the NMUSAF or reimburse the NMUSAF for the full value of the damage, as determined by the NMUSAF. The election of a remedy under this subparagraph is at the sole discretion of the NMUSAF. This subparagraph is not intended to waive or limit the Government's rights and remedies, legal or equitable, and the Government reserves all such rights and remedies.

**9.6.** The Borrower agrees to place the Property on exhibit within ninety (90) days from the date it takes physical custody, or as otherwise mutually agreed upon.

## **10.0. Borrowers Responsibilities.**

**10.1.** The Borrower agrees to indemnify, save harmless, and defend the Lender from and against all claims, demands, actions, liabilities, judgments, costs, and attorney's fees, arising out of, claimed on account of, or in any manner predicated upon personal injury, death, or property damage caused by or resulting from possession and/or use of the Property.

**10.2.** The Borrower agrees to report as requested to the Lender on the condition and location of the Property. Further, the Borrower agrees to allow authorized Department of Defense representatives access to the Borrower's records and facilities to assure accuracy of information provided by the Borrower and compliance with the terms of this Agreement.

**10.3.** The Borrower agrees to return said Property to the Lender on termination of this Agreement or earlier, if it is determined that the Property is no longer required, at no expense to the Lender. In the event of a partial termination, the Borrower agrees to the return of all items of the Property subject to the partial termination, at no expense to the Lender.

## **11.0. Initial Loan Agreement Requirements.**

**11.1.** The Borrower agrees to furnish the Lender a CD/DVD containing digital images of the Property within fifteen (15) days of taking physical possession of the Property. The image file name must be the accession number for that item (i.e. SD-2000-0136.JPG). For aircraft and ballistic missiles, images will include views showing all external surfaces including tail number and all accessible interior areas including instrument panels, avionics racks and equipment, aircrew, passenger, cargo and payload compartments, wheel wells, and bomb bays. Digital images for all other artifacts will be of sufficient detail to insure positive identification of each object.

**11.2.** The Borrower shall arrange insurance coverage for the Property on an all-risk, wall-to-wall basis, at a minimum, for an amount that equals the total agreed upon FRV for all items in the inventory report, plus any additional amount to cover the inventory that does not have an identified FRV, so long as the Property remains in its possession. The Borrower further agrees to furnish the Lender proof of said insurance. For Borrowers with private insurance coverage, proof shall constitute a copy of the insurance certificate from the commercial provider, noting any deductible, and showing coverage up to the FRV of the Property and any additional coverage for Property that does not have an FRV identified in the inventory report. For self-insured organizations, proof shall constitute a written and signed statement attesting to its ability to reimburse the Government for the FRV of the Property (as identified in the inventory report and/or as determined by the NMUSAF).

## **12.0. Annual Loan Renewal Requirements.**

**12.1.** The Borrower agrees to furnish the Lender a CD/DVD containing digital images of the Property. The image name must be the accession number for that item (i.e. SD-2000-0136.JPG). Digital images of aircraft and missiles will provide general views to include sufficient detail to show the overall condition and tail number of the airframe. Digital images for all other artifacts will be of sufficient detail to insure positive identification of each object and its current condition.

**12.2.** The Borrower agrees to furnish a copy of the most recent annual financial statements to include revenue and expense reporting and a projected budget for the next operating year.



12.3. The Borrower agrees to furnish the Lender proof of insurance as required in subparagraph 11.2 for each renewal period.

12.4. The Borrower agrees to furnish a signed inventory as provided by the Lender with the annual renewal package, which accurately reflects the Property in its possession. Discrepancies in the inventory provided by the Lender shall be noted on the inventory report by the Borrower to the extent that such notes accurately reflect the current inventory held by the Borrower. In the event of a dispute, the Lender shall make the final determination of the current inventory on or near the renewal date and document the NMUSAF records accordingly.

### 13.0. Display/Maintenance Requirements.

13.1. No aircraft will be renovated, reconfigured, have markings changed, or tail number altered, or any parts added, removed, or replaced as part of a planned restoration effort without prior written approval from the NMUSAF.

13.2. The Borrower agrees that all aircraft, missiles and artifacts on display will have an identification sign adjacent to each display. For aircraft and missiles note the type, model, and serial number. If the aircraft or missile has been reconfigured, markings changed, or serial number altered after acquisition for display purposes, it will be stated on the sign and noted in all records as follows:

"The (item) on display is actually (nomenclature), Serial No. \_\_\_\_\_, but painted and marked to depict (nomenclature), Serial No. \_\_\_\_\_, assigned to the (unit and/or person) in (location or theater) during (year)."

13.3. The sign will state that the item is part of the NMUSAF collection as follows:

"This (artifact/object) is on loan from the National Museum of the United States Air Force."

13.4. For aircraft on which the serial number has been altered for display purposes with prior written approval, the model, design and series (i.e. F-100C or F-4C) along with the original serial number will be stenciled in two inch letters using contrasting paint colors on the fuselage under the horizontal stabilizers.

13.5. All record keeping will reflect the true serial number.

### 14.0. Radioactive Components.

14.1. Completion of Section 2 of Air Force Form 3580, (USAF Museum Aerospace Vehicle Static Display Acceptance Condition and Safety Certificate), or comparable certification indicating that a complete radioactive material survey has been accomplished shall be included in the official file.

14.2. In accordance with Attachment 1, ("NMUSAF Loan and Static Display Programs' Instructions for Preparation and Maintenance of Aerospace Vehicles"), if radioactive items are determined to have been installed or reinstalled during later inspections, the Borrower will pay the cost of removal of the radioactive items and any decontamination required.

### 15.0. Loan Termination.

15.1. **The failure of the Borrower to observe any of the conditions set forth in this Agreement and Attachments 1 and 2 thereto shall be sufficient cause for the Lender to terminate the loan and repossess the Property.** Repossession of all or any part of the Property by the Lender shall be made at no cost or expense

to the Government; the Borrower shall be responsible for paying all maintenance, freight, storage, crating, handling, transportation and other costs or charges attributable to such repossession.

**15.2.** In the event the loan is terminated for any reason, the provisions of this Agreement will remain in effect until all of the Property, or in the event of a partial termination that portion of the Property at issue, has been relocated and in a condition that is satisfactory to the NMUSAF.

**15.3.** Termination of the loan and subsequent repossession of all or any part of the Property at the option of the Borrower shall require no less than thirty (30) days advance notice to the Lender in writing. This requirement may be waived by the Lender only through the provision of a written waiver to the Borrower prior to the return of the Property.

**15.4.** The Lender reserves the right not to renew this Agreement, in all or part, and to recall the Property if required by the Lender to meet the requirements of the NMUSAF, Wright-Patterson AFB, OH or for military requirements. The Lender will provide a written thirty (30) day notice of intent to recall to the Borrower. In the event of recall, movement of the recalled Property from the Borrower's site will be accomplished at the Lender's expense.

**16.0. Dispute Resolution.** In the event a dispute arises between the parties over the terms and conditions of this Agreement reasonable attempts will be undertaken to resolve the matter through negotiation between the parties or persons appointed, in writing, by the parties. This Agreement shall be construed and interpreted in accordance with Federal law. If any provision herein is held unlawful or otherwise unenforceable by the Court any remaining provisions shall be considered divisible and remain in full force and effect. In the further event that negotiations fail to reach a resolution, the parties agree that the Federal District Court for the Southern District of Ohio, at Dayton, Ohio, will have exclusive jurisdiction over such disputes.

Executed on behalf of the Lender this Twenty-Seventh Day of January, 2012 at Wright-Patterson AFB OH.

UNITED STATES OF AMERICA

*Patricia A. Ochs*

By: PATRICIA A. OCHS  
Title: Static Display Administrator

Agency: National Museum of the United States Air Force

Address: NMUSAF/MUX  
1100 Spaatz St  
Wright-Patterson AFB OH 45433-7102

Telephone: (937) 255-4770 Fax Number: (937) 656-4340

Email: patricia.ochs@wpafb.af.mil

ACCEPTANCE

The Borrower, through its authorized representative hereby accepts responsibility of the loaned property subject to the terms and conditions contained in the Loan Agreement set forth above. The Borrower certifies that they have read, understand and acknowledge that concealing a material fact and/or making a fraudulent statement in dealing with the federal government may constitute a violation of federal law in accordance with 18 USC §1001.

Executed on behalf of the Borrower this 6<sup>th</sup> day of March 2012,

OKALOOSA COUNTY, FL  
(Name of Borrower/Organization)

By: *Don R. Amunds*  
(Signature)



Don R. Amunds, Chairman BOCC  
(Typed or Printed Name & Title)

Address: 1804 Lewis Turner Blvd., Suite 100  
Ft. Walton Beach, FL 32547

Telephone: 850-651-7105 Fax Number: 850-651-7142

Email: damunds@co.okaloosa.fl.us

## ATTACHMENT 1

### NATIONAL MUSEUM OF THE UNITED STATES AIR FORCE (NMUSAF) LOAN AND STATIC DISPLAY PROGRAMS

#### INSTRUCTIONS FOR PREPARATION AND MAINTENANCE OF AEROSPACE VEHICLES

##### SECTION A - GENERAL

###### A. Information:

1. This instruction covers the requirements for the preservation and preparation of aircraft for static display purposes by an organization borrowing an aerospace vehicle from the National Museum of the United States Air Force (NMUSAF).
2. These requirements are designed to return and/or maintain the aerospace vehicle in as near original configuration as possible and to render them suitable for display.
3. Generally, all reconditioning, repairing, and refinishing will be accomplished in accordance with current Air Force directives and instructions and in a manner that would not modify it in any way, thereby altering the original form, design, or the historical significance of, said property. Deviations from this standard must be requested in writing and approved by NMUSAF.

###### B. Security Requirements:

1. The aerospace vehicle on display and undergoing preparation for display shall be kept secure from unsupervised personnel. The aerospace vehicle will be maintained with sufficient security to insure that it is protected from vandalism and theft or unauthorized removal of components.
2. Any theft or unauthorized removal of components shall be immediately reported to the local law enforcement agency and by the next working day to NMUSAF. This must be followed by a report of the investigation of the incident within 30 days.
3. All canopies, doors, access hatches, and access plates, except for one entrance door, will be permanently sealed shut by any of the following methods to prevent unauthorized entry:
  - a. Bolting through the hatch to internal crossbars placed across the opening. These can be fabricated from sturdy steel strapping or channel iron.
  - b. Riveting the door securely to the jamb section.
  - c. Attaching hasps internally and securing with inside padlock.

d. Whatever method is employed to secure doors and access hatches, the crevices remaining will be filled with caulking compound or elastic putty to prevent internal damage from rain, snow, dust and ice. A hasp welded or riveted in place must secure the access door that is not permanently sealed. Multiple locks (two or three) are preferable, each with separate key or combination. This technique will reduce the possibility of unauthorized access but will provide emergency entrance for authorized personnel.

### **C. Maintenance Records:**

1. Whenever items are permanently removed, the removal and disposition of such items shall be annotated on a maintenance log or AF Form 3581, (available from NMUSAF).
2. All work items that are accomplished shall be listed and signed off on a maintenance log.
3. Utilizing the maintenance log, a detailed accounting will be maintained by the borrower of all items removed or installed with the date of installation/removal and the name of the individual accomplishing the work.
4. Copies of all maintenance records must be returned to NMUSAF with the annual loan renewal process for preservation.

### **D. References:**

The work requirements listed herein have been developed in accordance with the following directives: AFM 23-110, Vol. VI, TO 00-20-1, Defense Disposal Manual 67-4, AFI 84-103, and applicable maintenance technical orders.

## **SECTION B - REQUIREMENTS**

### **A. Demilitarize All Armament Systems and Explosive Material:**

1. Disarm all systems in accordance with the applicable Aircraft Technical Orders and certify action on AF Form 3580, (or later equivalents). Warning: Disarming must be accomplished by a fully qualified USAF ordnance systems specialist. Documentation of these actions must be sent to NMUSAF. (If applicable)
2. Aerospace vehicles intended for outdoor display must have all weapons under 30mm (machine guns, cannons) removed. Only simulated weapons may be used. No weapons of any type may be loaned to non Department of Defense (DoD) organizations.

### **B. Prepare Power plant for Permanent Storage:**

1. Prepare engines for permanent storage. (If applicable)



2. Disconnect and drain all water and oil lines, tanks, valves, and pumps. Reconnect lines and reinstall plugs after draining. (If applicable)

3. Clean excess oil and grease from exterior components of engines. (If applicable)

4. Check power plant cowling for corrosion and damage. Repair and refinish as necessary for display.

5. Install intake and exhaust protective covers. Standard covers may be used if available, or suitable substitutes.

6. Clean and preserve propeller domes.

7. Clean deicer shoes and apply corrosion preventative compound.

8. Clean and check metal components of propellers for corrosion. Treat any affected areas and refinish to standard configuration.

#### **C. Defuel and Purge Fuel Systems:**

1. Defuel and purge all fuel tanks and check for safety with a combustible gas indicator.

2. Disconnect and drain all fuel lines, valves, sumps, pumps, etc. Reconnect lines after purging.

3. Spray or seal fuel tanks with a corrosion preventive compound.

4. Drain water injection systems and deicing fluids whenever found.

#### **D. Prepare Landing Gear:**

1. Release high-pressure air from all landing gear shock struts.

2. Clean and preserve strut.

3. Clean all wheels and other landing gear components.

4. Check and remove corrosion. Repaint to standard configuration.

5. Check all tires for excessive wear and adjust pressure as required.

6. Secure all retractable landing gear in the down position with positive locking devices.

#### **E. Prepare Hydraulic Systems:**

1. Dissipate hydraulic system pressure and release air from hydraulic accumulators. (If applicable)
2. Disconnect and drain all hydraulic lines, reservoirs, valves and pumps. Reconnect and reinstall drain plugs after draining. (If applicable)
3. Clean all exposed finished surfaces of actuating rods, hydraulic cylinders, locks, and valves. Other hydraulic equipment will be cleaned and coated with corrosion preventative compound.

#### **F. Prepare Oxygen Systems**

1. Release oxygen, both gaseous and liquid, from all systems. (If applicable)
2. Stow all oxygen masks, bottles, and hoses. Remove all oxygen masks from aerospace vehicles displayed outside and store in a secure area conducive to preservation.
3. Install dust plugs in filler valves and recharge hoses.

#### **G. Prepare Electrical Systems:**

1. Remove aerospace vehicle batteries and turn in to battery shop, DRMO, or other authorized organization, or as locally required. (If applicable)
2. Remove dry cell batteries from frequency meters and other equipment. (If applicable)
3. Pull all circuit breakers only if of the non-radioactive (white plastic shank) type. Contact NMUSAF for a radiation survey of circuit breakers if in question, and for assistance with problems. Do not pull radioactive circuit breakers open, as deteriorated radium paint may be scattered in the process to create a possible hazard.
4. Cover all battery vent hole openings.

#### **H. Prepare Electronic Systems:**

1. Leave all electronic equipment that is not reclaimed installed on the aerospace vehicle.
2. Coat exposed metal whip antennas and mechanical items with a corrosion preventative compound.
3. Stow all connectors from equipment that has been removed.

#### **I. Miscellaneous Utilities:**

1. Remove bottles from all fire extinguisher systems, dissipate and reinstall. Caution: Insure all chemicals are disposed of in accordance with established State environmental policies.

2. Drain and clean entire drinking water system. (If applicable)

3. Drain, clean, and reinstall coffee jugs and water jugs. (If applicable)

**J. Prepare Airframe:**

1. Check airframe for corrosion and treat affected areas.

2. Clean all debris and foreign material from interior of fuselage.

3. Check airframe for external damage and repair.

4. Cover all openings that will allow the entrance of water or other foreign matter that may have a corrosive or other deteriorating effect. Use standard covers if available, or suitable substitutes. Additional protection may be incorporated for aerospace vehicles placed in outside storage.

5. Check all fuselage, wing, and empennage drain holes for obstructions. Outside storage or display may necessitate additional drain holes to ensure proper drainage. Drain holes should be periodically probed to insure they are not obstructed.

6. Clean and treat lavatory and relief facilities. (If applicable)

7. Check all astrodomes and plastic panels for crazing and damage, repair and/or replace as necessary. Clean all plastic panels thoroughly with soap and water.

8. Inspect for water trapped in lower portions of fuselage. If water is present comply with instructions contained in applicable technical order for removal and correction.

**K. Prepare Control Surfaces:**

1. Check all metal control surfaces for corrosion and treat-affected areas.

2. Check all control surfaces for external damage and repair areas as necessary for display purposes.

3. Inspect all fabric-covered control surfaces, repair or recover as necessary.

4. Check all control surfaces, attaching mechanisms for loose rivets and/or sheared bolts and make necessary repairs.

5. Secure all moveable surfaces in a neutral position with positive locking devices.

#### **L. Radiation Safety:**

1. Completion of radiation survey will be verified by NMUSAF prior to physical transfer of aerospace vehicle.

2. Interior of aircraft must be secured and all access prevented until radiation survey is completed. No restoration activity inside or outside the aircraft will be permitted until the radiation survey is completed.

3. Survey of aircraft displayed at non-DoD organization will be accomplished by the NMUSAF Radiation Safety Officer or an authorized USAF representative annotated on an AF Form 3583.

4. No radioactive components will be reinstalled by the borrowing organization. If radioactive items are found reinstalled during later inspections, the borrowing organization will pay the cost of removal of the radioactive items and any decontamination required.

#### **M. Final Preparation:**

1. Entire aircraft cleaned and refinished as required.

2. Secure aircraft by attaching tie down restraints to surface attaching points and to a major structural part of the item. Tie down restraints, including surface attaching points, should be of sufficient strength to withstand the expected wind condition for the locality.

3. Place aerospace vehicle on surface concrete or asphalt of sufficient strength to support its weight. This will not apply if the recipient, with the written permission of the NMUSAF, has mounted the aerospace vehicle on a pylon attached to the aerospace vehicles structural members.

4. Aerospace vehicles inside or outside that are normally supported on pneumatic tires must be placed on display stands of sufficient height to provide approximately 1" clearance between the tire and the display surface, tires should be inflated and or checked to maintain normal tire shape, or tires must be filled with a permanent tire filling compound which will maintain their inflated shape and support the weight of the item for the life of the casing.

5. Remove all antenna wires that could serve as a bird roost.

6. Install bird proofing on all aerospace vehicle openings, including intake and exhaust covers.

7. Flag or cover all protruding objects of a hazardous nature.

#### **N. Coordination:**

1. Deviation from the procedures outlined in this attachment must be requested in writing and require written approval prior to deviation.

2. No aerospace vehicle will be renovated, reconfigured, have markings changed, or tail number altered, or any parts added, removed, or replaced as part of a planned restoration effort without prior written approval from the NMUSAF.

02/04/05



## ATTACHMENT 2

### NATIONAL MUSEUM OF THE UNITED STATES AIR FORCE (NMUSAF) LOAN AND STATIC DISPLAY PROGRAMS

#### INSTRUCTIONS FOR THE CARE OF ARTIFACTS

##### **A. Information:**

1. These general guidelines are provided to fulfill the NMUSAF's obligation to ensure the preservation of the collection, and to define the responsibilities of organizations that retain historical property for display.

2. Under normal circumstances, objects will not be made available from the NMUSAF unless the basic measures for preservation and conservation have already been accomplished. However, regardless of the state of preservation at the time of receipt, an assessment must be made and all appropriate measures taken to insure continued preservation of historical property. All items must be properly prepared for exhibition, placed in a safe environment and inspected periodically.

##### **B. General Guidelines for Artifacts:**

1. All artifacts must be protected from harmful exposure and maintained in a stable environment. Preservative treatments and mounting techniques will vary with each item depending on its material(s), condition, and display method. The following are some general guidelines:

a. When displaying an object never modify an object in such a way as to alter or compromise its integrity, authenticity or uniqueness. Retain its natural characteristics.

b. Provide appropriate physical security against vandalism or theft through the use of locked or sealed display cases. The object's intrinsic value should determine the security measures required.

c. Good housekeeping and environmental control are essential for the long term care of museum artifacts.

2. Contact the NMUSAF Conservator for guidance or assistance for proper display of NMUSAF objects.

**C. Damage Threats to Artifacts:** The threats of damage or deterioration to artifacts generally come from four sources:

1. People – The greatest threat to the continued survival of an artifact comes from people. This is a result of mishandling the artifact resulting in mechanical breakage, soiling from unprotected hands (fingerprints), improper cleaning methods and incorrect attempts at preservation or repairs (making it 'look' better). Unfortunately, theft must also be included in this category.

2. Light – Light, a form of radiation, damages many materials, especially fabrics. This damage is first observed as the fading of colors followed by the gradual breakdown of the material. The most harmful portion of the light spectrum is ultra-violet (UV). Protecting from UV is accomplished by avoidance of natural sunlight or artificial light such as florescent and halogen. The use of Light Emitting Diodes (LED) is the preferred standard in museum exhibits. Normal incandescent lighting is low in UV radiation.

a. All historical property on loan from the NMUSAF that is on interior exhibit will not be exposed to light level which exceeds 200 lux or 20 foot-candles from any source. The acceptable level for most museum objects falls between 50 and 200 lux or 5 and 20 foot-candles. Sensitive objects, such as artwork, color/black and white photographs, and textiles should have their intensity levels adjusted downward toward lower limits and/or limited exposure time. There is a reciprocity law between intensity (lux) and time of exposure: 10 hours of exposure at 50 lux has the same damaging effect as 1 hour at 500 lux).

b. Protection for UV is accomplished by avoidance or shielding. Shielding of UV producing light sources, such as direct or diffused sunlight and all fluorescent lighting, requires UV Plexiglas, solar screen, blackout curtains or UV filtering sleeves. All UV filtering media have a life span of about 10 years, after which they must be changed to maintain their effectiveness.

3. Environment – The most common environmental threats are heat and humidity. Ideally, an artifact is displayed at a constant temperature of 68 degrees and 50% relative humidity. Of the two, humidity is the most destructive. Excessive heat and humidity may create a favorable environment for the growth of molds and fungus as well as rust/corrosion. Rapid changes in temperature and humidity should be avoided.

4. Insect/Pest – Insects and pests can be highly destructive. The first line of defense is the cleanliness of the facility. Careful monitoring and frequent inspection will provide early detection of infestation. If and when infestation is detected many methods of pest removal are destructive to artifacts. If a NMUSAF artifact is exposed to infestation, contact NMUSAF conservator.

**D. Conservation:** Adherence to the guidelines for preservation of objects will go a long way to insure their longevity. In rare instances, some conservation measures may be needed. Contact NMUSAF Conservator for guidance. Do not attempt to treat an object on your own.

**E. Storage:** All attempts should be made to place objects on exhibit as soon as possible. Environmental control, good housekeeping and periodic inspections are essential to the proper

storage of objects. Leather and textiles shall be stored flat when possible and laid out on acid free tissue paper. If leather or textiles are hung, they should be hung on well padded hangers. Storage on shelves shall be loose with no piling or stacking of objects and all shelving covered with acid free tissue. If shelving is wood, it shall be sealed to deter transfer of acid from wood to artifacts. Cabinets are preferable to open storage as they discourage theft, dust, and insect problems.

**F. Handling:** Wear cotton, nitrile, or latex gloves while handling objects. Two hands should be used to handle or carry objects to reduce risk of dropping. Carry only one object at a time using both hands. Do not carry or lift objects by handles or weakest point.

**G. Display:** Displaying an object can be very detrimental if not done properly. Cases should be designed to incorporate UF-3 or UF-5 Plexiglas to shield objects from UV light. Cases should be ventilated to allow air exchange and openings filtered to prevent entry of insects. All interior surfaces of wooden cases should be properly sealed. All artifacts should be buffered from acidic display materials. Never alter an artifact to fit a case or to facilitate mounting. Use mannequins that do not place undue stress on uniforms. Do not force garments on to mannequins. Keep cases clean and place them in areas away from direct sun and extremes in temperature and humidity.

**H. Shipping:** Damage to artifacts can occur during shipping. Use appropriate packing materials to protect the object during transit. Consult NMUSAF to arrange shipping of returned loaned objects.


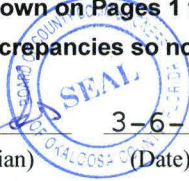
*Revised 8 Dec 2011*

NATIONAL MUSEUM of the U.S. AIR FORCE  
RCS: HAF-HO(A) 8801 INVENTORY REPORT  
Loan Account Number SDA0398

12-Jan-12

ACCESSION #	NOMENCLATURE	Value
SD-2009-0002	AIRCRAFT, F-15A(GF), 75-0044	\$21,000

I certify that the above listed items shown on Pages 1 through 1  
have been accounted for with any discrepancies so noted.

Signature:   3-6-12  
(Historical Property Custodian) (Date)

Don R. Amunds

Typed or Printed Name

Chairman, Okaloosa County BOCC

Typed or Printed Title

# 2012 POINT OF CONTACT INFORMATION SHEET

ACCOUNT NUMBER	SDA0398
CITY/ORGANIZATION NAME	OKALOOSA COUNTY
MAILING ADDRESS	101 E JAMES LEE BLVD
CITY	CRESTVIEW
STATE/COUNTRY	FL
ZIP CODE	32536
PHYSICAL LOCATION OF ITEM	Northwest Florida Regional Airport, 1701 State Rd 85 North
HISTORICAL PROPERTY CUSTODIAN	<del>MR. JAMES CAMPBELL</del> Don R. Amunds
TITLE, HISTORICAL PROPERTY CUSTODIAN	CHAIRMAN, OKALOOSA COUNTY BOARD
PRIMARY POINT OF CONTACT	MR. GREG DONOVAN
TITLE PRIMARY POINT OF CONTACT	AIRPORT DIRECTOR
PRIMARY PHONE NUMBER	850-651-7160 (Airport)
ALTERNATE PHONE NUMBER	850-651-7105 (County Board Ofc)
PRIMARY FAX NUMBER	850-651-7164 (Airport)
EMAIL ADDRESS	gdonovan@co.okaloosa.fl.us





# CERTIFICATE OF PROPERTY INSURANCE

DATE (MM/DD/YYYY)

2/16/2012

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

If this certificate is being prepared for a party who has an insurable interest in the property, do not use this form. Use ACORD 27 or ACORD 28.

<b>PRODUCER</b> Public Risk Insurance Agency P. O. Box 2416  Daytona Beach FL 32115		<b>CONTACT NAME:</b> Patricia Jenkins <b>PHONE (A/C, No, Ext):</b> (386) 252-6176 <b>FAX (A/C, No):</b> (386) 239-4049 <b>E-MAIL ADDRESS:</b> pjenkins@bbpria.com <b>PRODUCER CUSTOMER ID:</b> 00001966	
<b>INSURED</b> Okaloosa County, DBA: Okaloosa County 601-A North Pearl Street  Crestview FL 32536		<b>INSURER(S) AFFORDING COVERAGE</b> INSURER A: Amric INSURER B: Travelers Prop & Cas Co of Am INSURER C: Underwriters at Lloyd's London INSURER D: INSURER E: INSURER F:	<b>NAIC #</b>

**COVERAGES**

CERTIFICATE NUMBER: CP1110500127

REVISION NUMBER:

LOCATION OF PREMISES / DESCRIPTION OF PROPERTY (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YYYY)	POLICY EXPIRATION DATE (MM/DD/YYYY)	COVERED PROPERTY	LIMITS
A	<input checked="" type="checkbox"/> PROPERTY	*AMR-28946 - Certian	10/1/2011	10/1/2012	<input checked="" type="checkbox"/> BUILDING	\$ 75,000,000
	CAUSES OF LOSS	Underwriters at Lloyds			<input checked="" type="checkbox"/> PERSONAL PROPERTY	\$ INCLUDED
	BASIC	*D7A3CM000306500-Princeton			<input checked="" type="checkbox"/> BUSINESS INCOME	\$ 2,000,000
	BROAD	Excess and Surplus Lines			<input checked="" type="checkbox"/> EXTRA EXPENSE	\$ INCLUDED
	<input checked="" type="checkbox"/> SPECIAL	*MSP1229001-QBE Specialty			RENTAL VALUE	\$
	<input checked="" type="checkbox"/> EARTHQUAKE	Insurance Company			BLANKET BUILDING	\$
	<input checked="" type="checkbox"/> WIND	*COO965357601-Steadfast			BLANKET PERS PROP	\$
<input checked="" type="checkbox"/> FLOOD	Insurance Company	BLANKET BLDG & PP	\$			
				<input checked="" type="checkbox"/> Flood	\$ 25,000,000	
				<input checked="" type="checkbox"/> Earthquake	\$ 25,000,000	
	INLAND MARINE	TYPE OF POLICY			\$	
	CAUSES OF LOSS				\$	
	NAMED PERILS	POLICY NUMBER			\$	
	CRIME				\$	
	TYPE OF POLICY				\$	
B	<input checked="" type="checkbox"/> BOILER & MACHINERY / EQUIPMENT BREAKDOWN	BM21-7943N492-TIL-11	10/1/2011	10/1/2012		\$ 100,000,000
		FULL REPLACEMENT COST				\$
C	Terrorism -Certified Acts	UTS251229211	10/1/2011	10/1/2012	Sublimit--	\$ 5,000,000
				Combined Liab	\$ 5,000,000	

SPECIAL CONDITIONS / OTHER COVERAGES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Certificate issued with respects to Loan Agreement for F-15A Aircraft, S/N#75-0044, Replacement Value \$21,000. Building/contents coverage are provided on a replacment cost basis & BI/EE is actual loss sustained. No co-insurance penalty applies. Deductible-AOP \$50,000 per occurrence, except 2% named storm wind/hail, \$100,000 min, \$1,000,000 max

**CERTIFICATE HOLDER****CANCELLATION**

United States Air Force Heritage Program  
 National Museum of the U.S. Air Force  
 Attn: Patricia Ochos, Static Display Prog  
 1100 Spaatz Street  
 Wright-Patterson AFB  
 OH 45433-7102

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Paul Dawson/AMBER

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INS024 (2009/09)© 1995-2009 ACORD CORPORATION. All rights reserved.  
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EXHIBIT E

RECEIVED FEB 20 2012  
2-16-12

CONTRACT & LEASE  
INTERNAL COORDINATION SHEET

Contract/Lease Number: C11-1859-AP Tracking Number: 389/12

Contractor/Lessee Name: F-15 Agreement

Purpose: Agreement Renewal

Date/Term: April 1, 2012 to March 31, 2013

GREATER THAN \$10,000  
 \$10,000 OR LESS

Amount: \_\_\_\_\_

Department: Airports

Dept. Monitor Name: David Miner

Purchasing Review

Procurement requirements are met:

[Signature]

Date: 2/16/12

Contracts/Lease Coordinator

Risk Management Review

Approved as written:

[Signature]

Date: 2-21-12

Risk Management Director

County Attorney Review

Approved as written:

[Signature]

Date: 2/27/12

County Attorney

Following Okaloosa County Board of County Commissioners approval:

Contract & Grant Review

Document has been appropriately reviewed and is executable:

\_\_\_\_\_  
Contracts & Grants Manager

Date: \_\_\_\_\_

EXHIBIT E

3-8-11

CONTRACT & LEASE  
INTERNAL COORDINATION SHEET

Contract/Lease Number: \_\_\_\_\_ Tracking Number: 263-11

Contractor/Lessee Name: National Museum USAF

Purpose: F-15 static display Loan Agreement

Date/Term: Annual  GREATER THAN \$10,000  
 \$10,000 OR LESS

Amount: \_\_\_\_\_

Department: Airports Dept. Monitor Name: David Miner

Purchasing Review

Procurement requirements are met:

[Signature]

Date: 3/8/11

Contracts/Lease Coordinator

Risk Management Review

Approved as written:

[Signature]

Date: 3-8-11

Risk Management Director

County Attorney Review

Approved as written:

[Signature]

Change to Section 9.1

Date: 3/9/11

County Attorney

Following Okaloosa County Board of County Commissioners approval:

Contract & Grant Review

Document has been appropriately reviewed and is executable:

Date: \_\_\_\_\_

Contracts & Grants Manager

**NATIONAL MUSEUM OF THE UNITED STATES AIR FORCE (NMUSAF)  
STATIC DISPLAY PROGRAM**

**2011 LOAN AGREEMENT, SDA0398**

**1.0. Parties.** Pursuant to Public Law 80-421 [10 United States Code §2572], by this agreement, effective as of 1 April 2011 between the United States of America, hereinafter called "the Government," represented by the National Museum of the United States Air Force (NMUSAF), hereinafter called "the Lender," and, OKALOOSA COUNTY, hereinafter called "the Borrower," incorporated and operating under the laws of the State/Country of FL and located at CRESTVIEW. The Government hereby establishes with the Borrower a loan agreement for U.S. Air Force (USAF) historical property for the period commencing 1 April 2011 and ending 31 March 2012. This agreement is not transferable.

**2.0. Borrower Obligations/Costs.** The Borrower has applied, in writing, for the loan of USAF historical property, and hereby agrees to accept it on an "as is, where is" basis, to be responsible for all arrangements and, in accordance with 10 USC §2572, is required to pay all costs, charges and expenses incident to the loan of this property, including the cost of preparation, demilitarization, hazardous material removal, disassembly, packing, crating, handling, transportation, and all other actions incidental to the movement of the loaned property to the Borrower's location.

**3.0. Loan Conditions.**

**3.1.** The Borrower agrees that the property shall be used for static display purposes only. Loaned aerospace vehicles will not be flown or restored to flying condition under any circumstance, nor will they be licensed with the Federal Aviation Administration (FAA). The borrower shall not remove any parts from loaned aircraft for operational usage in any airworthy aerospace vehicle. Access to the interior of loaned aircraft (cockpit, cargo areas, etc.) is prohibited for reasons of aircraft preservation and public safety. Relocation of loaned property for temporary special events (parades, ceremonies, air shows, etc.) is not authorized under any circumstances. No temporary decorations of any type, for any purpose (special event, seasonal display, ceremonies, etc.) are authorized to be displayed on any loaned property.

**3.2.** The Borrower agrees to allow the Lender to remove parts deemed critical for mission essential or military requirements from loaned aerospace vehicles but only with the written authorization of the Lender. Such parts are generally internal in nature and removal or replacement should not alter the external aesthetic appearance of the aerospace vehicle.

**3.3.** The Borrower shall not part with possession of the property or any component of the property in any manner to any third party either directly or indirectly; and the Borrower shall not enter into any negotiations with a third party regarding any future disposition of the loaned material, in all or part; and the Borrower shall not do or suffer anything to be done whereby any of the property shall or may be relocated, lost, stolen, injured or destroyed.

**3.4.** The Borrower agrees to use the loaned property in a careful and prudent manner; not, without prior permission of the Lender, to modify it in any way which would alter the original form, design, or the historical significance of said property, to perform routine maintenance to include (but not limited to) annual upkeep, periodic painting, repair of damage, day-to-day care, so as not to reflect discredit on the Lender; and to display and protect it in accordance with the instructions set forth in Attachments 1, 2 and 3 which are incorporated herewith and made part of this Loan Agreement.

**CONTRACT # C11-1859-AP  
NATIONAL MUSEUM OF THE USAF  
LOAN AGREEMENT#SDA0398  
FOR F-15 STATIC DISPLAY  
EXPIRES: 03/31/2012**

**3.5.** The Borrower agrees that any additions, modifications or alterations to the property would become part of said property and upon termination of this Loan Agreement or recall of the property, will be repossessed as part of said property.

**4.0. Use as Security, Sale or Lease.** The Borrower agrees not to use the loaned property as security for any loan, not to sell, lease, rent, lend, or exchange the property for monetary gain or otherwise under any circumstances without the prior written approval of the Lender.

**5.0. Professional Photography.** The Borrower shall not make or allow the use of the loaned property in any manner for still or motion video production without prior written approval.

**6.0. Incident Reporting.** The Borrower shall within one (1) working day of discovery, notify the Lender of any instance of loss, damage or destruction of the property.

**7.0. Title.** The Borrower shall obtain no interest in the loaned property by reason of this agreement and title shall remain in the Lender at all times.

**8.0. Receipt, Custody & Liability.**

**8.1.** This agreement shall be executed prior to the Borrower accepting physical custody of the property.

**8.2.** The Borrower agrees to receipt to the Lender prior to assuming physical custody and to accept liability upon assuming physical custody of the property, to place it on exhibit within ninety (90) days, or as otherwise mutually agreed upon.

**9.0. Borrowers Responsibilities.**

**9.1.** The Borrower agrees to indemnify, save harmless, and defend the Lender from and against all claims, demands, actions, liabilities, judgments, costs, and attorney's fees, arising out of, claimed on account of, or in any manner predicated upon personal injury, death, or property damage caused by or resulting from possession and/or use of the loan property.

**9.2.** The Borrower will bear full financial liability for the loss or damage of USAF historical property resulting from negligence, misconduct, or willful violation of the terms of this agreement. The Borrower further agrees that, at the discretion of the Director, NMUSAF, loaned property that has been irreparably damaged, destroyed or stolen may be either replaced with an historical aerospace item of equal value or provide to the Lender monetary reimbursement for the value of the loaned property. Should loaned property have catastrophic damage beyond the Borrower's control, (i.e. tornado, hurricane, flood, etc.) the Borrower will be responsible for all cleanup and removal to the location designated by the Lender.

**9.3.** The Borrower agrees to report as requested to the Lender on the condition and location of the property. Further, the Borrower agrees to allow authorized Department of Defense representatives access to the Borrower's records and facilities to assure accuracy of information provided by the Borrower and compliance with the terms of this Loan Agreement.

**9.4.** The Borrower agrees to return said property to the Lender on termination of this Loan Agreement or earlier, if it is determined that the property is no longer required, at no expense to the Lender.

**10.0. Initial Loan Agreement Requirements.**

**10.1.** The Borrower agrees to furnish the Lender with a CD/DVD containing digital images of the loaned property within thirty (30) days of the *initial execution of this agreement*. The image file name must be the



accession number for that item (i.e. SD-2000-0999.JPG). For aircraft, images will include views showing all external surfaces including tail number and all accessible interior areas including instrument panels, avionics racks and equipment, aircrew, passenger, cargo and payload compartments, wheel wells, and bomb bays. Digital images for all other artifacts will be of sufficient detail to insure positive identification of each object.

**10.2.** The Borrower agrees to furnish the Lender proof of insurance to include full replacement value of loaned historical property. For Borrowers with private insurance coverage, proof shall constitute a copy of the insurance certificate from the commercial provider, naming Lender as "loss payee", noting any deductible, and listing the replacement value of all loaned property (provided by Lender). For self-insured organizations, proof shall constitute a written and signed statement attesting to ability to reimburse for full replacement value.

#### **11.0. Annual Loan Renewal Requirements.**

**11.1.** The Borrower agrees to furnish the Lender with a CD/DVD containing digital images of the loaned property. The image name must be the accession number for that item (i.e. SD-2000-0999.JPG). Digital images of aircraft and missiles will provide general views to include sufficient detail to show the overall condition and tail number of the airframe. Images for all other artifacts will be of sufficient detail to insure positive identification of each object.

**11.2.** The Borrower agrees to furnish a copy of the most recent annual financial statements to include revenue and expense reporting and a projected budget for the next operating year. Submission of a hardcopy IRS Form 990 (or Form 990-EZ or Form 990-PF) is no longer required as they can be accessed electronically via the Internet.

**11.3.** The Borrower agrees to furnish the Lender proof of insurance to include full replacement value of loaned historical property. For Borrowers with private insurance coverage, proof shall constitute a copy of the insurance certificate from the commercial provider, naming Lender as "loss payee", noting any deductible, and listing the replacement value of all loaned property (provided by Lender). For self-insured organizations, proof shall constitute a written and signed statement attesting to ability to reimburse for full replacement value.

**11.4.** The Borrower agrees to furnish the Lender with a signed inventory.

#### **12.0. Display/Maintenance Requirements.**

**12.1.** No aircraft will be renovated, reconfigured, have markings changed, or tail number altered, or any parts added, removed, or replaced as part of a planned restoration effort without prior written approval of the Director, NMUSAF.

**12.2.** The Borrower agrees that all aircraft, missiles and artifacts on display will have an identification sign adjacent to each display. For aircraft and missiles note the type, model, and serial number. If the aircraft or missile has been reconfigured, markings changed, or serial number altered after acquisition for display purposes, it will be stated on the sign and noted in all records as follows:

"The (item) on display is actually (nomenclature), Serial No.           , but painted and marked to depict (nomenclature), Serial No.           , assigned to the (unit and/or person) in (location or theater) during (year)".

**12.3.** The sign will state that the item is part of the NMUSAF collection as follows:

"This (artifact/object) is on loan from the National Museum of the United States Air Force."

12.4. For aircraft on which the serial number has been altered for display purposes with prior written approval, the model, design and series (i.e. F-100C or F-4C) along with the original serial number will be stenciled in two inch letters using contrasting paint colors on the fuselage under the horizontal stabilizers.

12.5. All record keeping will reflect the true serial number.

### **13.0. Radioactive Components.**

13.1. Completion of Section 2 of Air Force Form 3580, (USAF Museum Aerospace Vehicle Static Display Acceptance Condition and Safety Certificate), or comparable certification indicating that a complete radioactive material survey has been accomplished shall be included in the official file.

13.2 In accordance with Attachment 1, (National Museum of the United States Air Force Loan and Static Display Program), if radioactive items are found reinstalled during later inspections, the borrowing organization will pay the cost of removal of the radioactive items and any decontamination required.

### **14.0. Loan Termination.**

14.1. The failure of the Borrower to observe any of the conditions set forth in this Loan Agreement and Attachments 1, 2 and 3 thereto shall be sufficient cause for the Lender to terminate the loan and repossess the loaned property. Repossession of all or any part of the loaned property by the Lender shall be made at no cost or expense to the Government; the Borrower shall defray all maintenance, freight, storage, crating, handling, transportation and other charges attributable to such repossession.

14.2. In the event the loan is terminated for cause, the provisions of this agreement will remain in effect until all borrowed property has been relocated.

14.3. Termination of the loan and subsequent repossession of all or any part of the loaned property at the option of the Borrower shall require no less than thirty (30) days advance notice to the Lender in writing. This requirement may be waived by the Lender only through the provision of a written waiver to the Borrower prior to the return of the loaned property.

14.4. The Lender reserves the right not to renew the loan agreement, in all or part, and to recall the property if required by the Lender to meet the requirements of the NMUSAF, Wright-Patterson AFB, OH or other military requirements. The Lender will provide a written thirty (30) day notice of intent to recall to the Borrower. In the event of recall, movement of the property from the Borrower's site will be accomplished at the Lender's expense.

**15.0. Dispute Resolution.** In the event a dispute arises between the parties over the terms of this loan agreement reasonable attempts will be undertaken to resolve the matter through negotiation between agents appointed, in writing, by the parties. In the further event that negotiations fail to reach a resolution the parties agree that federal law will apply and the Federal District Court for the Southern District of Ohio, at Dayton, Ohio, will have exclusive jurisdiction over such matters.

Executed on behalf of the Lender this 15<sup>th</sup> Day of February, 2011 at Wright-Patterson AFB OH.

UNITED STATES OF AMERICA



By: PATRICIA A. OCHS  
Title: Static Display Administrator

Agency: National Museum of the United States Air Force

Address: NMUSAF/MUX  
1100 Spaatz St  
Wright-Patterson AFB OH 45433-7102

Telephone: (937) 255-4770 Fax Number: (937) 656-4340

Email: patricia.ochs@wpafb.af.mil

ACCEPTANCE

The Borrower, through its authorized representative hereby accepts responsibility of the loaned property subject to the terms and conditions contained in the Loan Agreement set forth above. The Borrower certifies that they have read, understand and acknowledge that concealing a material fact and/or making a fraudulent statement in dealing with the federal government may constitute a violation of federal law in accordance with 18 USC §1001.

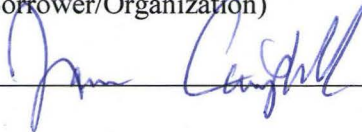
Executed on behalf of the Borrower this 15<sup>th</sup> day of March 2011,

**OKALOOSA COUNTY**

(Name of Borrower/Organization)

By: \_\_\_\_\_

(Signature)



James Campbell, Chairman BOCC

(Typed or Printed Name & Title)

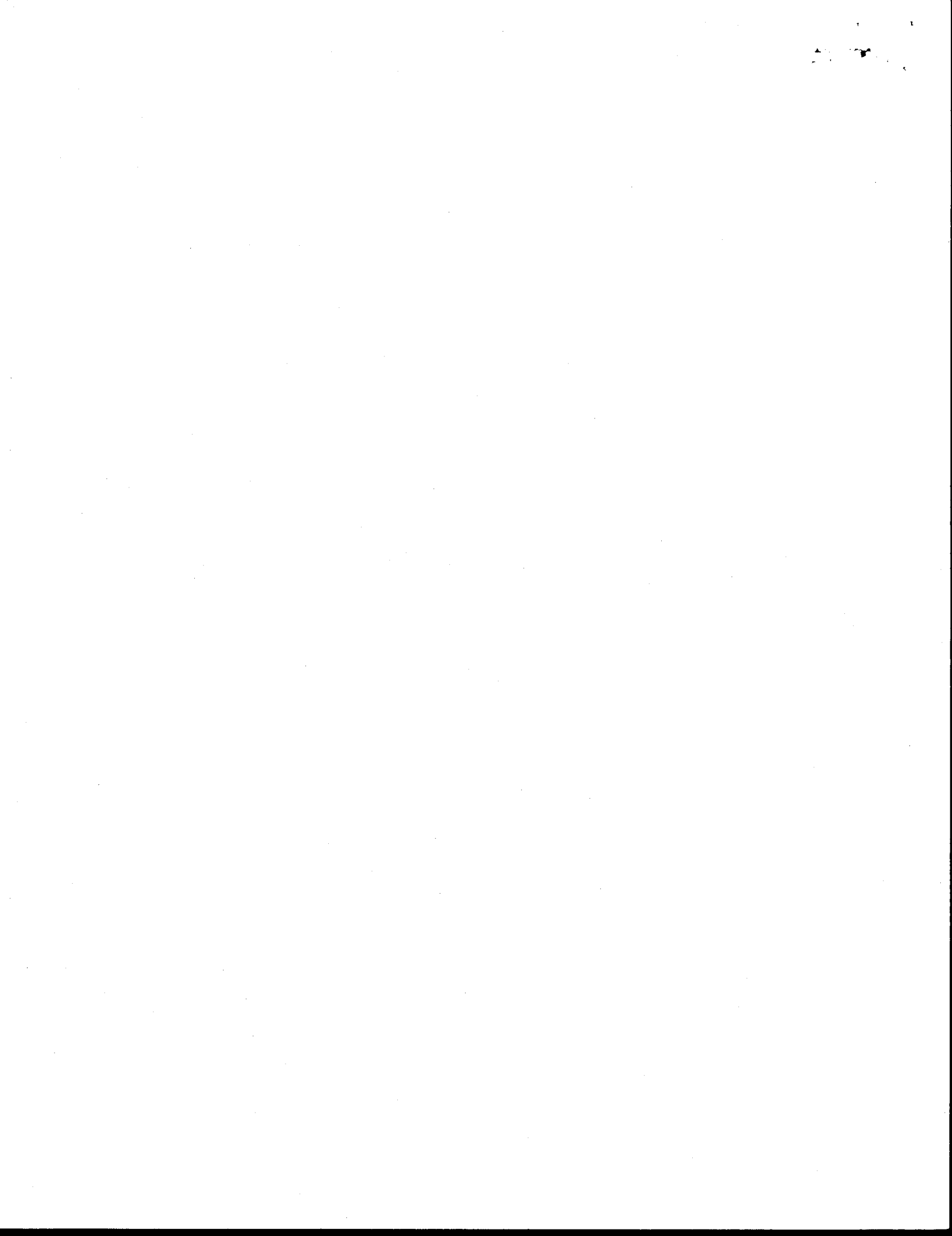


Address: 1804 Lewis Turner Blvd., Suite 100

Ft. Walton Beach, FL 32547

Telephone: 850-651-7105 Fax Number: 850-651-7142

Email: jcampbell@co.okaloosa.fl.us



## ATTACHMENT 1

### NATIONAL MUSEUM OF THE UNITED STATES AIR FORCE (NMUSAF) LOAN AND STATIC DISPLAY PROGRAMS

#### INSTRUCTIONS FOR PREPARATION AND MAINTENANCE OF AEROSPACE VEHICLES

##### SECTION A - GENERAL

###### A. Information:

1. This instruction covers the requirements for the preservation and preparation of aircraft for static display purposes by an organization borrowing an aerospace vehicle from the National Museum of the United States Air Force (NMUSAF).
2. These requirements are designed to return and/or maintain the aerospace vehicle in as near original configuration as possible and to render them suitable for display.
3. Generally, all reconditioning, repairing, and refinishing will be accomplished in accordance with current Air Force directives and instructions and in a manner that would not modify it in any way, thereby altering the original form, design, or the historical significance of, said property. Deviations from this standard must be requested in writing and approved by NMUSAF.

###### B. Security Requirements:

1. The aerospace vehicle on display and undergoing preparation for display shall be kept secure from unsupervised personnel. The aerospace vehicle will be maintained with sufficient security to insure that it is protected from vandalism and theft or unauthorized removal of components.
2. Any theft or unauthorized removal of components shall be immediately reported to the local law enforcement agency and by the next working day to NMUSAF. This must be followed by a report of the investigation of the incident within 30 days.
3. All canopies, doors, access hatches, and access plates, except for one entrance door, will be permanently sealed shut by any of the following methods to prevent unauthorized entry:
  - a. Bolting through the hatch to internal crossbars placed across the opening. These can be fabricated from sturdy steel strapping or channel iron.
  - b. Riveting the door securely to the jamb section.
  - c. Attaching hasps internally and securing with inside padlock.



d. Whatever method is employed to secure doors and access hatches, the crevices remaining will be filled with caulking compound or elastic putty to prevent internal damage from rain, snow, dust and ice. A hasp welded or riveted in place must secure the access door that is not permanently sealed. Multiple locks (two or three) are preferable, each with separate key or combination. This technique will reduce the possibility of unauthorized access but will provide emergency entrance for authorized personnel.

### **C. Maintenance Records:**

1. Whenever items are permanently removed, the removal and disposition of such items shall be annotated on a maintenance log or AF Form 3581, (available from NMUSAF).
2. All work items that are accomplished shall be listed and signed off on a maintenance log.
3. Utilizing the maintenance log, a detailed accounting will be maintained by the borrower of all items removed or installed with the date of installation/removal and the name of the individual accomplishing the work.
4. Copies of all maintenance records must be returned to NMUSAF with the annual loan renewal process for preservation.

### **D. References:**

The work requirements listed herein have been developed in accordance with the following directives: AFM 23-110, Vol. VI, TO 00-20-1, Defense Disposal Manual 67-4, AFI 84-103, and applicable maintenance technical orders.

## **SECTION B - REQUIREMENTS**

### **A. Demilitarize All Armament Systems and Explosive Material:**

1. Disarm all systems in accordance with the applicable Aircraft Technical Orders and certify action on AF Form 3580, (or later equivalents). Warning: Disarming must be accomplished by a fully qualified USAF ordnance systems specialist. Documentation of these actions must be sent to NMUSAF. (If applicable)
2. Aerospace vehicles intended for outdoor display must have all weapons under 30mm (machine guns, cannons) removed. Only simulated weapons may be used. No weapons of any type may be loaned to non Department of Defense (DoD) organizations.

### **B. Prepare Power plant for Permanent Storage:**

1. Prepare engines for permanent storage. (If applicable)

2. Disconnect and drain all water and oil lines, tanks, valves, and pumps. Reconnect lines and reinstall plugs after draining. (If applicable)
3. Clean excess oil and grease from exterior components of engines. (If applicable)
4. Check power plant cowling for corrosion and damage. Repair and refinish as necessary for display.
5. Install intake and exhaust protective covers. Standard covers may be used if available, or suitable substitutes.
6. Clean and preserve propeller domes.
7. Clean deicer shoes and apply corrosion preventative compound.
8. Clean and check metal components of propellers for corrosion. Treat any affected areas and refinish to standard configuration.

**C. Defuel and Purge Fuel Systems:**

1. Defuel and purge all fuel tanks and check for safety with a combustible gas indicator.
2. Disconnect and drain all fuel lines, valves, sumps, pumps, etc. Reconnect lines after purging.
3. Spray or seal fuel tanks with a corrosion preventive compound.
4. Drain water injection systems and deicing fluids whenever found.

**D. Prepare Landing Gear:**

1. Release high-pressure air from all landing gear shock struts.
2. Clean and preserve strut.
3. Clean all wheels and other landing gear components.
4. Check and remove corrosion. Repaint to standard configuration.
5. Check all tires for excessive wear and adjust pressure as required.
6. Secure all retractable landing gear in the down position with positive locking devices.

**E. Prepare Hydraulic Systems:**

1. Dissipate hydraulic system pressure and release air from hydraulic accumulators. (If applicable)
2. Disconnect and drain all hydraulic lines, reservoirs, valves and pumps. Reconnect and reinstall drain plugs after draining. (If applicable)
3. Clean all exposed finished surfaces of actuating rods, hydraulic cylinders, locks, and valves. Other hydraulic equipment will be cleaned and coated with corrosion preventative compound.

#### **F. Prepare Oxygen Systems**

1. Release oxygen, both gaseous and liquid, from all systems. (If applicable)
2. Stow all oxygen masks, bottles, and hoses. Remove all oxygen masks from aerospace vehicles displayed outside and store in a secure area conducive to preservation.
3. Install dust plugs in filler valves and recharge hoses.

#### **G. Prepare Electrical Systems:**

1. Remove aerospace vehicle batteries and turn in to battery shop, DRMO, or other authorized organization, or as locally required. (If applicable)
2. Remove dry cell batteries from frequency meters and other equipment. (If applicable)
3. Pull all circuit breakers only if of the non-radioactive (white plastic shank) type. Contact NMUSAF for a radiation survey of circuit breakers if in question, and for assistance with problems. Do not pull radioactive circuit breakers open, as deteriorated radium paint may be scattered in the process to create a possible hazard.
4. Cover all battery vent hole openings.

#### **H. Prepare Electronic Systems:**

1. Leave all electronic equipment that is not reclaimed installed on the aerospace vehicle.
2. Coat exposed metal whip antennas and mechanical items with a corrosion preventative compound.
3. Stow all connectors from equipment that has been removed.

#### **I. Miscellaneous Utilities:**

1. Remove bottles from all fire extinguisher systems, dissipate and reinstall. Caution: Insure all chemicals are disposed of in accordance with established State environmental policies.

2. Drain and clean entire drinking water system. (If applicable)

3. Drain, clean, and reinstall coffee jugs and water jugs. (If applicable)

**J. Prepare Airframe:**

1. Check airframe for corrosion and treat affected areas.

2. Clean all debris and foreign material from interior of fuselage.

3. Check airframe for external damage and repair.

4. Cover all openings that will allow the entrance of water or other foreign matter that may have a corrosive or other deteriorating effect. Use standard covers if available, or suitable substitutes. Additional protection may be incorporated for aerospace vehicles placed in outside storage.

5. Check all fuselage, wing, and empennage drain holes for obstructions. Outside storage or display may necessitate additional drain holes to ensure proper drainage. Drain holes should be periodically probed to insure they are not obstructed.

6. Clean and treat lavatory and relief facilities. (If applicable)

7. Check all astrodomes and plastic panels for crazing and damage, repair and/or replace as necessary. Clean all plastic panels thoroughly with soap and water.

8. Inspect for water trapped in lower portions of fuselage. If water is present comply with instructions contained in applicable technical order for removal and correction.

**K. Prepare Control Surfaces:**

1. Check all metal control surfaces for corrosion and treat-affected areas.

2. Check all control surfaces for external damage and repair areas as necessary for display purposes.

3. Inspect all fabric-covered control surfaces, repair or recover as necessary.

4. Check all control surfaces, attaching mechanisms for loose rivets and/or sheared bolts and make necessary repairs.

5. Secure all moveable surfaces in a neutral position with positive locking devices.

#### **L. Radiation Safety:**

1. Completion of radiation survey will be verified by NMUSAF prior to physical transfer of aerospace vehicle.
2. Interior of aircraft must be secured and all access prevented until radiation survey is completed. No restoration activity inside or outside the aircraft will be permitted until the radiation survey is completed.
3. Survey of aircraft displayed at non-DoD organization will be accomplished by the NMUSAF Radiation Safety Officer or an authorized USAF representative annotated on an AF Form 3583.
4. No radioactive components will be reinstalled by the borrowing organization. If radioactive items are found reinstalled during later inspections, the borrowing organization will pay the cost of removal of the radioactive items and any decontamination required.

#### **M. Final Preparation:**

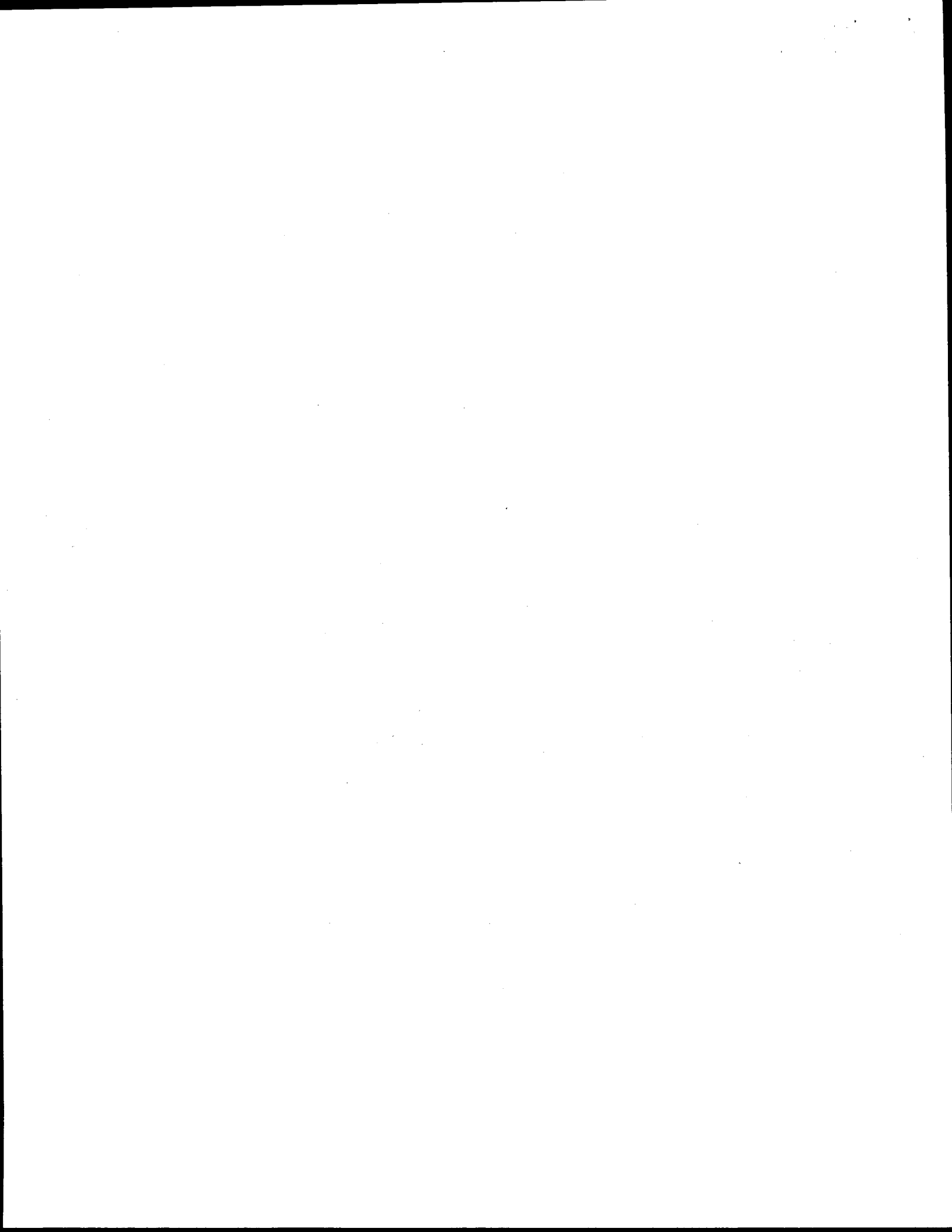
1. Entire aircraft cleaned and refinished as required.
2. Secure aircraft by attaching tie down restraints to surface attaching points and to a major structural part of the item. Tie down restraints, including surface attaching points, should be of sufficient strength to withstand the expected wind condition for the locality.
3. Place aerospace vehicle on surface concrete or asphalt of sufficient strength to support its weight. This will not apply if the recipient, with the written permission of the NMUSAF, has mounted the aerospace vehicle on a pylon attached to the aerospace vehicles structural members.
4. Aerospace vehicles inside or outside that are normally supported on pneumatic tires must be placed on display stands of sufficient height to provide approximately 1" clearance between the tire and the display surface, tires should be inflated and or checked to maintain normal tire shape, or tires must be filled with a permanent tire filling compound which will maintain their inflated shape and support the weight of the item for the life of the casing.
5. Remove all antenna wires that could serve as a bird roost.
6. Install bird proofing on all aerospace vehicle openings, including intake and exhaust covers.
7. Flag or cover all protruding objects of a hazardous nature.

#### **N. Coordination:**



1. Deviation from the procedures outlined in this attachment must be requested in writing and require written approval prior to deviation.
2. No aerospace vehicle will be renovated, reconfigured, have markings changed, or tail number altered, or any parts added, removed, or replaced as part of a planned restoration effort without prior written approval from the NMUSAF.

02/04/05



## ATTACHMENT 2

### NATIONAL MUSEUM OF THE UNITED STATES AIR FORCE (NMUSAF) LOAN AND STATIC DISPLAY PROGRAMS

#### INSTRUCTIONS FOR THE CARE OF ARTIFACTS

##### A. Information:

1. These general guidelines are provided to fulfill the NMUSAF's obligation to ensure the preservation of the collection, and to define the responsibilities of organizations that retain historic property for display.

2. Under normal circumstances, objects will not be made available from the NMUSAF unless the basic measures for preservation and conservation listed below have already been accomplished. However, regardless of the state of preservation at the time of receipt, an assessment must be made and all appropriate measures taken to insure continued preservation of historical property. All items must be properly prepared for preservation, placed in a safe environment, inspected periodically, and preserved when necessary.

**B. Damage Threats to Artifacts:** The threats of damage or deterioration to artifacts generally come from four sources:

1. People -- The greatest threat to the continued survival of an artifact comes from people. This is a result of mishandling the artifact resulting in mechanical breakage, soiling from unprotected hands (fingerprints), improper cleaning methods and incorrect attempts at preservation or repairs (making it 'look' better). Unfortunately, theft must also be included in this category.

2. Light -- Light, a form of radiation, is damaging to many materials, especially fabrics. This damage is first observed as the fading of colors followed, ultimately, by the breakage of fabric fibers. The most harmful portion of the light spectrum is the ultra-violet (UV). The most common source Lumen is preferable. Protecting from UV is accomplished by avoidance or of UV radiation is natural sunlight and florescent tube lighting. Normal incandescent lighting is low in UV radiation. Protection from UV is accomplished by avoidance or shielding.

a. All historical property on loan from the NMUSAF that is on interior exhibit will not be exposed to light level from any source, which exceeds 200 lux or 20 foot-candles. The acceptable level for most museum objects falls between 50 and 200 lux or 5 and 20 foot-candles. Sensitive objects, such as artwork, color/black and white photographs, and textiles should have their intensity levels adjusted downward toward lower limits and/or limited exposure time. (Remember, there is a reciprocity law between intensity (lux) and time of exposure: 10 hours of exposure @ 50 lux has the same damaging effects a 1 hour @ 500 lux). Therein lies the reasoning behind either lowering the intensity of the source or limiting the time of exposure.

b. The most harmful portion of the light spectrum is the ultra-violet (UV). The most common source of UV radiation is natural sunlight and fluorescent tube lighting. Normal incandescent lighting is low in UV radiation. UV level is measured in Microwatts per Lumen using the Crawford Light Meter. The acceptable UV level for historical property on loan from the NMUSAF for interior exhibit will not exceed 75 MW per Lumen. Levels below 25 MW per Lumen are preferable. Protection for UV is accomplished by avoidance or shielding. Shielding of UV producing light sources, such as direct or diffused sunlight and all fluorescent lighting, requires UF Plexiglas or solar screen UV filtering sleeves, which slide onto fluorescent tubes. Two grades of UV protection are commonly available in sheet Plexiglas: U/F 3, which blocks UV at around 400 nm, and U/F 5, which block UV from about 375 nm to 400 nm. U/F 5 is preferable, due to its greater range of protection. All UV filtering media have a life span of about 10 years, after which they must be changed to maintain their effectiveness.

3. Environment -- The most common environmental threats are normally associated with heat and humidity. Ideally, an artifact is both stored and displayed in a constant heat of 68 degrees and 50% humidity. Of the two, humidity is the most destructive. Rapid changes in humidity, accelerated and exaggerated by temperature changes are the most destructive and to be avoided. Excessive heat in displays are usually associated with improper use of incandescent lights (low in UV but high in radiated heat). Excessive heat and/or humidity also create a more favorable environment for the growth of molds and fungus as well as rust/corrosion. Also an environmental consideration would be chemical contamination of the environment. Examples of this would be the fuming of formaldehydes from unsealed plywood or the contact of artifacts with 'normal' paper products which all have a high acid content.

4. Animal/Insect -- The ideal environment for the preservation of artifacts unfortunately also becomes the ideal environment for animal and insect life. Both forms are can be highly destructive. The first line of defense is the cleanliness of the materials and mechanical barriers for entrance. Close and frequent inspections will provide early detection of such life. If and when detected remember many of the methods of elimination are also destructive to artifacts.

**C. General Guidelines for all Artifacts:** Since the collection is comprised of objects of practically every material or combination of materials it is best to prescribe their treatment and care in general terms.

1. All artifacts must be protected from harmful exposure and maintained in as stable and environment as possible. Preservative treatments and mounting methods will vary with each item depending on its material(s), condition, and display attitude. The following are some important rules:

a. Never perform a preservation treatment to an item that is irreversible. (For example, a clear humidity sealcoat can be removed from a steel weapon, but not from a leather holster).

b. Never modify an object in such a way as to alter or compromise its integrity, authenticity or uniqueness. Retain its natural characteristics. (For example, to mount a uniform, do not drill holes through it or hang it on unpadded hangers. Install handling brackets or a cradle to support it in the desired attitude without defacement. Objects such as aircraft instruments can

be mounted by removing an existing machine screw to provide the required mounting hole rather than drilling a new one. But save the removed screw).

c. Provide appropriate physical security against vandalism or outright theft through the use of locked or sealed display cases. Security should be commensurate with the object value. (For example, a gold World War I pilot's badge requires far more protection than a nickel-chrome plated 1950 vintage pilot's wings.)

2. If you are in doubt about a proposed object's treatment or preparation for display, don't do anything. Contact the National Museum of the United States Air Force Conservator for guidance or assistance.

**D. Preservation of Organic Objects:** (Wood, leather, bone, ivory, wool, cotton, silk & synthetics such as rayon, nylon, etc.)

1. Organic objects must be shielded from ultra-violet light, which breaks down coloring pigmentation as well as the fibers themselves. This requires shielding of any UV producing light source such as direct or diffused sunlight and all fluorescent lighting with either UF-3 Plexiglas or solar screen UV filtering sleeves which slide on to fluorescent tubes. Such products are commonly available.

2. Keep organic objects clean, dust free, infestation guarded, and in a stable, non fluctuating atmosphere - as near to 68 degrees Fahrenheit temperature and 50 percent relative humidity as possible. Severe damage can result from either extremes of high or low temperature or humidity, but it is the fluctuation between extremes that causes the most deterioration.

3. All artifacts should be handled only while wearing photo handler's/archivist's gloves.

4. In short, good housekeeping and environmental control are essential in preserving all museum objects.

**E. Preservation of Inorganic Objects:** (Metal objects, rubber, glass, porcelain, plastics, and various other synthetics.)

1. Most metal objects will oxidize, tarnish and corrode. Thus, it is important to provide protection for metal artifacts. This can be achieved by observing the guidelines for environmental control and housekeeping. Never handle metal objects with bare hands. Perspiration and acidic moisture from hands sets up conditions for rust, corrosion, etc. Bare metals should be sealed with microcrystalline wax or lacquer to deter moisture and contaminants from attacking surfaces. Rubber items should be protected from direct sunlight and ozone as those agents accelerate the deterioration of the rubber. Applying a preservative treatment (Armor All or equivalent) to rubber items helps with their preservation and protection from light and ozone.

2. As with organic objects, proper environmental control and good housekeeping are essential to preserving inorganic objects.



3. If any problems are encountered in obtaining conservation supplies, contact the Conservator at NMUSAF. A list of suppliers will be provided.

**F. Conservation:** Adherence to the guidelines for preservation of objects will go a long way to insure their longevity. In rare instances, some conservation measures may be needed. Guidance will be made available in those cases where conservation measures are deemed necessary. If unsure of proper procedures, conservation should be left to a trained conservator. Never do anything to an object which is not reversible. Again, if unsure, do not attempt to treat an object.

**G. Storage:** Proper storage of organic objects involves many of the procedures for the preservation of those objects. Environmental control, good housekeeping and periodic inspections are essential to the proper storage of organic objects. Leathers and textiles shall be stored flat when possible and laid out on acid free tissue paper. If leathers or textiles are hung, they should be hung on well padded hangers and covered in 100% natural cotton bags tied off at the bottom. Storage on shelves shall be loose with no piling or stacking of objects and all shelving covered with acid free tissue. If shelving is wood, it shall be sealed with shellac to deter transfer of acid from wood to artifacts. Cabinets are preferable to open storage as they discourage theft, dust, and insect problems. All organic objects shall be stored in the above manner.

**H. Handling:** All objects shall be handled only while wearing cotton, nylon, or latex (unpowdered) gloves. Two hands should be used to handle or carry objects to reduce risk of dropping. Carry only one object at a time using both hands.

**I. Display:** Displaying an object can be very detrimental if not done properly. Cases should be designed to incorporate UF-3 Plexiglas to shield objects from Ultra Violet light. Cases should be ventilated to allow air exchange but filtered to prevent entry of insects. All interior surfaces of wooden cases should be sealed with shellac. All artifacts should be buffered from acidic display materials. Never alter an artifact to fit a case or to facilitate mounting. Use slightly undersized mannequins to display uniforms. Do not force garments on to mannequins. Keep cases clean and place them in areas away from direct sun and extremes in temperature. Certain items such as original photographs and paper material such as documents and newspaper should never be displayed. Only copies of such items should be placed on display owing to the very fragile and vulnerable nature of this material.

**J. Shipping:** Experience has shown major damages to artifacts have occurred during shipping. When shipping artifacts of a small nature by parcel, special care in wrapping and padding should be made. Larger items should be crated by either supporting base transportation officers or by professional moving companies.

**K. Museum Supplies:** There are many firms specializing in products, we suggest contacting museums and libraries in your local area for other potential vendors of supplies.

02/04/05

## ATTACHMENT 3

### NATIONAL MUSEUM OF THE UNITED STATES AIR FORCE (NMUSAF) LOAN AND STATIC DISPLAY PROGRAMS

#### RESPONSIBILITIES

Borrowers should recognize that in accepting United States Air Force (USAF) historical property on loan for the purpose of displaying it from the NMUSAF, that they incur a significant maintenance and security responsibility as listed in the Loan Agreement; Attachment 1, "Instruction For Preparation and Maintenance of Aerospace Vehicles" and Attachment 2 "Instructions for the Care of Artifacts". Failure to have proper tie downs, repair damage, insurance coverage, perform annual upkeep, proper security requirements, fire suppression systems for loaned items housed inside buildings, proper cases, etc., may be viewed as gross negligence. While proof of ordinary versus gross negligence is generally a question of fact, and may vary from jurisdiction to jurisdiction, the failure to protect loaned property after proper direction to do so is an act of negligence and possible gross negligence.

Black's Law Dictionary, Seventh Edition defines Gross Negligence as "*a conscious, voluntary act or omission in reckless disregard of a legal duty and of the consequences to another party, who may typically recover damages*".


03/04/05

NATIONAL MUSEUM of the U.S. AIR FORCE  
RCS: HAF-HO(A) 8801 INVENTORY REPORT  
Loan Account Number SDA0398

20-Feb-11

ACCESSION #	NOMENCLATURE	Value
SD-2009-0002	AIRCRAFT, F-15A(GF), 75-0044	\$21,000

I certify that the above listed items shown on Pages 1 through 1  
have been accounted for with any discrepancies so noted.

Signature:  March 15, 2011  
(Historical Property Custodian) (Date)



James Campbell

Typed or Printed Name

Chairman, Okaloosa County BOCC

Typed or Printed Title

# 2011 POINT OF CONTACT INFORMATION SHEET

ACCOUNT NUMBER	SDA0398
CITY/ORGANIZATION NAME	OKALOOSA COUNTY
MAILING ADDRESS	<del>101 E JAMES LEE BLVD</del> 1701 State Road 85 North, Suite 1
CITY	<del>CRESTVIEW</del> Eglin AFB
STATE/COUNTRY	FL
ZIP CODE	<del>32536</del> 32542-1498
PHYSICAL LOCATION OF ITEM	<del>Okaloosa County Airport</del> Northwest Florida Regional Airport
HISTORICAL PROPERTY CUSTODIAN	<del>MR. WILLIAM J. ROBERTS, III</del> Mr. James Campbell
TITLE, HISTORICAL PROPERTY CUSTODIAN	CHAIRMAN
PRIMARY POINT OF CONTACT	<del>MR. TERRY D. CURRY</del> Greg Donovan
TITLE PRIMARY POINT OF CONTACT	<del>OPERATIONS MANAGER</del> Airports Director
PRIMARY PHONE NUMBER	850-651-7160 (Airport)
ALTERNATE PHONE NUMBER	850-651-7105 (County Board Ofc)
PRIMARY FAX NUMBER	850-651-7164 (Airport)
EMAIL ADDRESS	<del>tcurry@co.okaloosa.fl.us/roberts@co.okaloosa.fl.us</del> gdonovan@co.okaloosa.fl.us

# ACORD™ CERTIFICATE OF PROPERTY INSURANCE

DATE  
3/7/2011

PRODUCER PH 386.252.6176 FAX 386.239.4049  
Public Risk Insurance Agency  
P. O. Box 2416

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

**COMPANIES AFFORDING COVERAGE**

COMPANY  
A **Amrisc**

COMPANY  
B

COMPANY  
C

COMPANY  
D

INSURED  
Okaloosa County BOCC  
601-A North Pearl Street  
  
Crestview FL 32536

**COVERAGES**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED, NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

CO LTR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	COVERED PROPERTY	LIMITS
A	<input checked="" type="checkbox"/> PROPERTY	AMR-26982	10/01/2010	10/01/2011	<input checked="" type="checkbox"/> BUILDING	\$ 75,000,000
	CAUSES OF LOSS	UNDERWRITERS AT LLOYDS, LONDON			<input checked="" type="checkbox"/> PERSONAL PROPERTY	\$ Included
	<input type="checkbox"/> BASIC				<input checked="" type="checkbox"/> BUSINESS INCOME	\$ 2,000,000
	<input type="checkbox"/> BROAD				<input checked="" type="checkbox"/> EXTRA EXPENSE	\$ Included
	<input checked="" type="checkbox"/> SPECIAL	MSP-12290 - QBE SPECIALTY INSURANCE CO.			BLANKET BUILDING	\$
	<input checked="" type="checkbox"/> EARTHQUAKE				BLANKET PERS PROP	\$
	<input checked="" type="checkbox"/> FLOOD	CPP9653576 - STEADFAST INSURANCE CO.			BLANKET BLDG & PP	\$
					<input checked="" type="checkbox"/> Flood	\$ 25,000,000
	<input type="checkbox"/> INLAND MARINE					\$
	TYPE OF POLICY					\$
	CAUSES OF LOSS					\$
	<input type="checkbox"/> NAMED PERILS					\$
	<input type="checkbox"/> OTHER					\$
	<input type="checkbox"/> CRIME					\$
	TYPE OF POLICY					\$
	<input type="checkbox"/> BOILER & MACHINERY					\$
	<input type="checkbox"/> OTHER					\$

**LOCATION OF PREMISES/DESCRIPTION OF PROPERTY**

Building and contents coverage are provided on a replacement cost basis and BI/EE is actual loss sustained. No co-insurance penalty applies.  
Deductible - AOP \$50,000 per occurrence, except 2% named storm wind/hail, \$100,000 min, \$1,000,000 max.

**SPECIAL CONDITIONS/OTHER COVERAGES**

Certificate issued with respects to Loan Agreement for F-15A Aircraft, serial number 75-0044, Replacement Value \$21,000.

**CERTIFICATE HOLDER**

United States Air Force Heritage Program  
National Museum of the U.S. Air Force  
Attn: Patricia Ochos, Static Display Prog  
1100 Spaatz Street  
Wright-Patterson AFB  
OH 45433-7102

**CANCELLATION**

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING COMPANY WILL ENDEAVOR TO MAIL 10 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO MAIL SUCH NOTICE SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE COMPANY, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE  
Paul Dawson/TONYA

