

CHICKASHA MUNICIPAL AIRPORT AUTHORITY

AGENDA
LOCATION OF MEETING
CITY HALL COUNCIL CHAMBERS
117 NORTH FOURTH STREET
CHICKASHA, OKLAHOMA 73018

TIME OF MEETING
6:30 PM

DATE OF MEETING
APRIL 4, 2022

All items on this agenda, including but not limited to any agenda item concerning the adoption of any ordinance, resolution, contract, agreement, or any other item of business, are subject to amendment, including additions and/or deletions. This rule will apply to every individual agenda item without exception, and without providing this same amendment language with respect to each individual agenda item. Such amendments should be rationally related to the topic of the agenda item, or the governing body will be advised to continue the item.

The governing body may adopt, approve, ratify, deny, defer, recommend, amend, strike, or continue any agenda item. When more information is needed to act on an item, the governing body may refer the matter to its City/Trust Manager, staff, attorney or to the recommending board, commission or committee.

- 1. Call to Order / Roll Call.**
- 2. Consent Docket:**
 - a. Acceptance of the Minutes of the March 7, 2022 regular meeting.
 - b. Acceptance of the Financials for February, 2022.
 - c. Accept and ratify Ordinance 2022-13 to sign a new Joinder Agreement with Oklahoma Municipal Retirement Fund.
- 3. Discussion/Approval of Items Removed from Consent Docket:**
- 4. Consideration and Discussion Items:**

- a. Discussion, consideration and possible action to award a contract to Parkhill for professional engineering services for the Chickasha Municipal Airport.
- b. Discussion, consideration and possible action to approve a contract with Lewis & Clark Performance, LLC in an amount not to exceed \$4,000 for the 2022 Wings & Wheels event and authorize Mayor to execute the same.

5. Motion for Adjournment.



City of
CHICKASHA

Meeting Type: CMAA Agenda 4-4-2022

Meeting Date: 4/4/2022

Department: City Clerk

Agenda Item No. 2.a.

AGENDA ITEM: Acceptance of the Minutes of the March 7, 2022 regular meeting.

I. BACKGROUND/DESCRIPTION:

II. RECOMMENDED ACTION:

Accept the Minutes of the March 7, 2022 regular meeting.

III. FISCAL INFORMATION -

IV. FUND INFORMATION:

Dept. Director: Susan M. McDaniel, City Clerk	Fund	Account	Amount
	(To)		
	FUND	ACCOUNT	AMOUNT
Meeting Date: April 4, 2022	(From)		

V. ATTACHMENTS:



City of
CHICKASHA

Meeting Type: CMAA Agenda 4-4-2022

Meeting Date: 4/4/2022

Department: Finance

Agenda Item No. 2.b.

AGENDA ITEM: Acceptance of the Financials for February, 2022.

I. BACKGROUND/DESCRIPTION:

II. RECOMMENDED ACTION:

Accept the Financials for February, 2022

III. FISCAL INFORMATION -

IV. FUND INFORMATION:

Dept. Director:

Cindy Rogers, Finance Director

Meeting Date:

April 4, 2022

Fund	Account	Amount
(To)		
FUND	ACCOUNT	AMOUNT
(From)		

V. ATTACHMENTS:



City of
CHICKASHA

Meeting Type: CMAA Agenda 4-4-2022

Meeting Date: 4/4/2022

Department: Administration

Agenda Item No. 4.a.

AGENDA ITEM: Discussion, consideration and possible action to award a contract to Parkhill for professional engineering services for the Chickasha Municipal Airport.

I. BACKGROUND/DESCRIPTION:

According to FAA regulations, we are required to review our design services contract every five years and submit our selection to FAA for approval.

There are extensive rules and regulations governing the selection of an engineering firm to be used for airport projects. Staff has completed the required advertisement and review process for the design contract and has determined that entering into a contract with Parkhill would be in the best interest of the airport.

II. RECOMMENDED ACTION:

Award a contract to Parkhill Engineering for professional engineering services for the Chickasha Municipal Airport and authorize the Chairman and Staff to execute the contract.

III. FISCAL INFORMATION -

IV. FUND INFORMATION:

Dept. Director: Tyler Brooks, City Manager/Airport Manager	Fund	Account	Amount
	(To)		
	FUND	ACCOUNT	AMOUNT
Meeting Date: April 4, 2022	(From)		

V. ATTACHMENTS:

1. Proposal for Chickasha Municipal Airport



PROPOSAL FOR

Chickasha Municipal Airport

AIRPORT IMPROVEMENTS

PREPARED FOR THE CITY OF CHICKASHA

MARCH 2022

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Parkhill

Cover Letter

March 11, 2022

Tyler Brooks
City of Chickasha
117 N. 4th Street
Chickasha, Oklahoma 73018

Re: **City of Chickasha | Chickasha Municipal Airport**

Dear Selection Committee:

Parkhill is very excited about the opportunity to continue to partner alongside the City of Chickasha and the Chickasha Municipal Airport as you undertake various planning and engineering projects at the airport. Our mission is to provide high-level, responsive, and attentive service that builds community through successful and impactful projects. Parkhill offers the following qualifications:

RELEVANT EXPERIENCE. Parkhill has been involved with design and construction management on airports for most of our 75 years of operation. Our airport experience has been at both Part 139 (Certificated Air Carrier) and General Aviation airports. Our team is equipped to lead any project type that you pursue.

EXPERIENCED PROJECT TEAM. To continue to provide the City of Chickasha with the highest level of service, we propose a team with focus on both relationships and technical expertise. Mr. Toby Baker is a long-time trusted advisor for communities across Oklahoma and he will serve as Project Manager for our team. Parkhill's innovative design team will be led by an experienced Principal and Project Manager with years of airport design experience, including a range of projects valued over \$65M. The Parkhill Team is comprised of technical professionals and subject matter experts from our partner firms, and our multi-discipline firm is capable of providing comprehensive service to any project type.

CURRENT WORKLOAD. Parkhill Aviation is wrapping up multiple projects including Enid, Frederick, and Prague. Using our Vision Resource Planning software we are able to assess staff availability. Based on the present commitments, we have determined that we have the required capacity to serve you well and our team is eager to start work on your projects immediately! Our Oklahoma Aviation Team will have the same capacity for projects this year that you originally anticipated for those staff members, as well as access to additional resources elsewhere in our Aviation Sector.

FAMILIARITY WITH FAA AND OAC. Our team understands airports, FAA specifications, the grant process, FAA reporting protocol and most of all, the importance of routine communication and proactive involvement, which are crucial to providing functional and quality projects. Parkhill Team members in Oklahoma City, Oklahoma have routinely worked with OAC staff when collaborating on capital improvement plan (CIP) development or project design and construction. Our ability in directing and coordinating projects brings with it the understanding and approach to service that you deserve.

FAMILIARITY WITH PROPOSED PROJECTS AT CHICKASHA MUNICIPAL AIRPORT. As demonstrated in our statement of qualifications, Parkhill is familiar with and has direct experience leading the full range of project types. Whether with our internal staff or through the expertise of a subconsultant, we know what it takes to yield a successful project.

Again, thank you for the opportunity to submit our qualifications for consideration. Parkhill looks forward to the opportunity to continue our relationship with the City of Chickasha, and our Oklahoma Aviation Team is eager to continue the relationships they have built with the City, since 2007. The information on the following page addresses the specifics to be included per the Request for Qualifications. If there is any additional information that we can provide, please don't hesitate to call.

Sincerely,


Mark Haberer, PE, CM
Principal-in-Charge


Toby Baker, PE
Project Manager

Section 01

QUALIFICATION STATEMENT

Professional Services

Civil Engineering
Surveying
Construction Phase Services
Structural Engineering
MEP Engineering
Master Planning
Architecture
Interior Design
Landscape Architecture
Cost Estimating

For 75 years, our communities have relied on Parkhill to provide innovative, collaborative, and relevant solutions for design services. Parkhill has established a tradition of personalized client service, technical expertise, and innovative engineering. Providing a full range of design services through the firm's offices in Texas, Oklahoma, and New Mexico, Parkhill has over 400 employees and is listed by Engineering News-Record as one of the top design firms in the southwest region.

EXPERIENCE

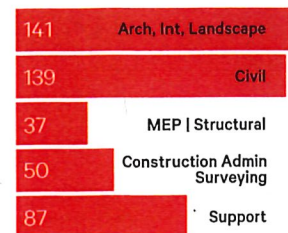
Engineering

Aviation
Highway
Railway
Municipal Infrastructure
Site Development
Solid Waste
Water
Wastewater

Architecture

Commercial/Financial
Community Practice
Municipal
Government
Healthcare
Higher Education
K-12 Education

BY THE NUMBERS



Parkhill has established a tradition of personalized client service, technical expertise, architectural design, and innovative engineering. A full range of design services is provided through the firm's offices in Texas, Oklahoma, and New Mexico and a staff of more than 450.

Parkhill is a multidisciplinary firm and will provide the City of Chickasha the personnel to fill the prime firm position and relevant subconsultant positions. These experts understand the unique challenges and opportunities aviation facilities pose when tasked to innovate the most efficient, maintainable systems. Toby Baker, PE, will hold the primary responsibilities with the City of Chickasha's Project Manager and will be the point of contact for Parkhill. We will have our staff available during design review meetings to relay information to our internal team members.

In 75 years of continuous professional practice, Parkhill has assembled an impressive portfolio. Each project and client is unique, so we customize our design services to meet these individual needs. We provide the on-time and in-budget services that keep our clients coming back. Our commitment to quality and to meeting our clients' needs for professional design services is shown by the high percentage of our practice provided by "repeat" clients. Approximately 85 percent of our active projects are with repeat clients.

Section 02

RELEVANT PROJECTS

Parkhill has not grown our aviation portfolio by chasing “the next project.” Instead, we have focused our efforts on building long-standing, trusted advisor relationships with our airport partners. Your projects will be treated with the utmost priority. Figure 1 summarizes Parkhill’s aviation experience over the past five years and does not account for the vast experience of our partner firms. To further highlight the experience of our team, we have included project summaries for a sampling of projects undertaken by Parkhill.

Figure 1

Parkhill Aviation Projects (Last 5 Years)	
Pavement Rehabilitation/Reconstruction	55
Electrical Improvements	43
Vertical Improvements	6
New Pavement	16
Nav aids	16
Marking and Signage	32
ALP/Master Plan/Planning	55
Vehicular Roadway and Parking	10
Utilities/Drainage	28
Construction Admin/RPR	88
Fuel Systems	9



CLIENT REFERRAL



Chickasha Municipal Airport Rehabilitate Airfield Pavement*

City of Chickasha | Chickasha, Oklahoma

CLIENT

City of Chickasha
Clint Ferguson
405.222.6006
airport@chickasha.org

COST

\$170,634

DATE

January 2014

SERVICES

Engineering Design
Grant Administration
Construction Inspection
Construction Administration

The existing runway concrete pavement was well over 50 years old. However, the majority of it was in good condition. A detailed inspection was performed of each panel of runway pavement, in order to identify necessary rehabilitations.

Spalling pavement was removed and replaced, a portion of the joints were re-sealed (approximately half did not need to be re-sealed), and the runway was re-marked and renumbered (from 17/35 to 18/36) to reflect changes in the magnetic declination.

In addition to design services, resident inspection and construction administration services were also provided for this project.

*Team experience with a previous employer



Winkler County Airport Hangars

Winkler County | Kermit, Texas

CLIENT

Charles Wolf
County Judge
charles.wolf@co.winkler.
tx.us
432-586-6658

COST

\$1.4M

DATE

November 2020

SERVICES

Engineering Design
Bidding
Construction Administration

In the past five years, the Winkler County Airport has seen many significant changes that have stimulated business in the small community of Winkler County and improved safety of operations at INK. The County began with renovation work on the terminal building, including a new AC system, complete roof replacement, repairs to electrical and sanitation systems, and more. Through the help of TxDOT's Ramp Program, the airport completed the maintenance and renovation work to the terminal building, including repairing the existing old hangar doors and aged airfield MIRLs as well as replacing the beacon and RW-13 PAPI. This project also implemented mesquite tree removal throughout the airport and runway approach surfaces. Completed

in November 2020, the airport teamed with Parkhill to completely rehabilitate all pavement surfaces, including Runway 13-31, Runway 4-22, all taxiways, and apron and hangar access taxiways alongside TxDOT Aviation. The County has also spent approximately \$75,000 of their own money to rehabilitate the airport entrance road, auto parking areas, and the hangar access taxiway. In 2019, the airport teamed with Parkhill to build an eight-unit T-Hangar with an attached 75' by 75' hangar with a 74'-wide bi-fold door to accommodate the growing need for large aircraft at the airport. The design and construction of this project was approximately \$1.7 million, funded 100% through County funds.



Quartz Mountain Regional Airport T-Hangar*

City of Altus | Altus, Oklahoma

CLIENT

City of Altus
Daniel Adams
580.482.8833
dadams@altusok.gov

COST

\$624,842

DATE

August 2021

SERVICES

Engineering Design
Grant Administration
Construction Inspection
Construction Administration

This project consisted of demolishing the existing T-Hangar and constructing a new 9-Unit nested T-hangar. The t-hangar was in extremely poor condition, such that tenants were having issues and many of the distresses were beyond repair and had the potential to cause unsafe conditions. The new hangars were constructed which will now allow the airport and tenants to store aircraft for many years to come.

*Team experience with a previous employer



Moore County Airport Hangar

TxDOT Aviation | Dumas, Texas

CLIENT

Moore County Airport
Brandon Cox – Airport
Manager
806.676.6412

COST

\$1.5M

SERVICES

Civil Engineering

TO LEARN MORE
ABOUT THIS PROJECT,
PLEASE VISIT:
[http://bit.ly/PSC_](http://bit.ly/PSC_MooreCo)
[MooreCo](http://bit.ly/PSC_MooreCo)

Parkhill was pleased to have the opportunity to “build community” with Moore County and DUX by helping to plan, design and oversee construction of an asset that will help drive economic opportunity for the County, while also fueling the potential for growth on the airport. One thing that sets the Parkhill team apart from other aviation-focused firms is that we provide multidiscipline services in-house for this type of project. Under the management of the Aviation Team, Parkhill architecture, electrical engineering, mechanical engineering, and structural engineering staff collaborated to complete a successful project around the design aircraft and target end-use. The project scope included a 10,500 SF box hangar, with an 80’- x 20’ telescoping, powered door for accommodating a large jet aircraft. Interior improvements included lighting, unit heaters,

ventilation, spray-foam insulation, a trench drain for collection of nuisance water, and utility plumbing for connection to a new water well and septic system. Exterior improvements included 3,460 SY of 8-inch, jointed, reinforced concrete apron and taxiway designed to FAA geometric standards. Significant site grading was performed to accommodate drainage and on-site borrow, and taxiway edge reflectors were installed to current standards.

One key challenge on this project was developing a scope that aligned with available TxDOT and local funding. Initial assessment by Parkhill was that the target project exceeded the budget. As part of the preliminary engineering report, Parkhill evaluated multiple alternatives and associated cost for Sponsor consideration.

Section 03

FAMILIARITY WITH FAA AND OAC FUNDING

The Parkhill Team is equipped and qualified to provide the full range of engineering and architecture services for airport development projects as defined in FAA AC 150/5100-14. Parkhill's extensive experience with general aviation airport design and project management has led to the development of an efficient and proven process, that helps us provide you with the best development program possible for your airport. This process encourages owner involvement, and our close communication ensures that your projects are completed smoothly, quickly, and most importantly, to your utmost satisfaction.

Project Planning

When working with OAC or FAA funds, the planning and programming of a project is just as critical as the design phase. As early as three years before the construction of a project the programming of that project must take place.

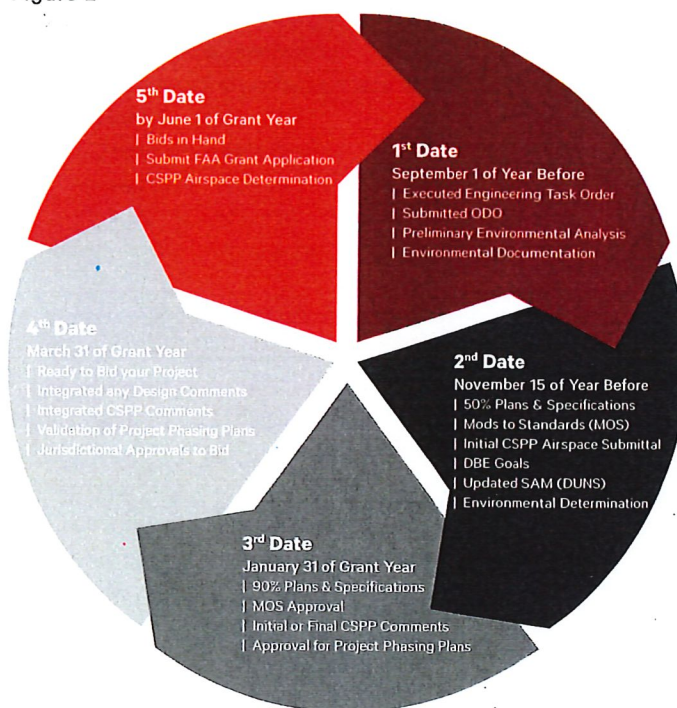
This generally begins by identifying potential projects currently shown on your Airport Master Plan or Airport Layout Plan (ALP). Any projects not currently identified, could also be added at this time. The next step is to prioritize those projects in the order that provide safety and the maximum benefit for your airport based on the funding available, and then to include those projects on both your 5 and 20-Year Capital Improvement Plans (CIP), generating Overall Development Objectives (ODO) and detailed project cost estimates.

Finally, in September the year prior to construction (if the project is to be funded by FAA), the programming document package is submitted to the FAA. This action officially programs your project for a grant the next year. Included in the EPD are detailed cost estimates and budget information, FAA airspacing information, a preliminary Construction Safety Plan, environmental documentation, as well as other required documentation.

When a project is programmed to receive more than \$250,000 of FAA funds, a Disadvantaged Business Enterprise (DBE) program must be submitted to FAA even before the EPD. We have the experience and knowledge to ensure your DBE program is quickly and adequately prepared, so that its approval by FAA does not affect the timing of your project.

We know the significance and importance of meeting the key FAA milestones on an annual basis, and the impact proper planning has on grant availability. To the right, Figure 2 represents major milestones of the FAA grant/project process.

Figure 2



Owner Involvement

This is your airport. Throughout the entire planning and design process, we value and rely on your input. It is our practice to frequently meet with City and airport management, and any other parties the City desires, such as an Airport Authority or Advisory Board. At these meetings, we discuss the detailed scope of the project, design alternatives, and project phasing considerations, in order to minimize the impact the construction will have on the day to day operations of the airport. We feel it is critical to have the input of on-site airport staff, who have the most intimate knowledge of the airport's operation.

Project Design

Parkhill begins each project by conducting pre-design meetings with the Owner and FAA, and follows up the meetings with minutes of the meetings to be sure all parties are in complete agreement with the scope of work. Parkhill ensures that all aspects of the project are designed in accordance with all relevant FAA Advisory Circulars and Engineering Briefs.

Our airport staff attends FAA Partnership and Oklahoma Airport Operators Association Conferences, to ensure that we are up to date on new regulations and best practices as soon as they are released. In the rare event that a Modification of Standards must be obtained from FAA for the project, Parkhill begins the process of obtaining one in the preliminary stages of the design, to ensure that the Owner and FAA are in agreement with any modifications long before the construction of the project ever begins. Parkhill then presents preliminary plans and specifications to the Owner and FAA for further comments.

Parkhill maintains a high level of communication with the Owner throughout the design to ensure all design and operational concerns of the Owner are accounted for in the plans. Final plans and specifications are then provided for any final comments before the project is advertised for bids.

Project Bidding

Parkhill often encourages contractors that have experience in providing successful airport projects in the past to bid your project, to try to ensure that you not only get the lowest bid, but the best bid.

Parkhill then conducts a pre-bid conference with the bidders, assists in opening bids as required, and provides a recommended contract award with detailed tabulation of bids. Once the construction contract is approved, Parkhill conducts the pre-construction conference with all parties involved. This pre-construction conference goes into detailed depth of what safety and phasing requirements must be met by the contractor. Our goal is to provide a safe environment for both aircraft and the contractor 100% of the time, with as minimal amount of down time for the airport as possible.

Project Cost Control

Throughout the entire project, we are constantly mindful of your project budget. We understand that the AIP and local funds used for your airport projects are limited, and we strive to help you accomplish as much as possible within each project. The first place this begins is during the design phase. First, we work with you to determine an exact scope of services. We also evaluate what information from previous projects (field survey, geotechnical data, other testing) could be utilized again for the current project, rather

Figure 3

Parkhill is often involved with:

- | Daily Logs
- | FAA Weekly Report
- | Form SF 1445 Labor Standards Interview Form
- | Form 7460-1 Notice of Proposed Construction or Alteration
- | Program Narrative/Budget Information for each project in the airport's CIP
- | Pay Within Limits (PWL)

Examples of Parkhill's Proactive Quality Monitoring on Paving Projects

- | Straight edge evaluation of all layers
- | QA grade verification
- | Proof roll of all non-stabilized layers
- | Yield evaluation on P-401
- | Verification of sound aggregate stockpile management to prevent contamination
- | P-501 pre-pour checklist
- | Temperature monitoring of P-401
- | Batching variance evaluation of every P-501 ticket
- | Air test protocol relative to startup, action and suspension

than performing those services a second time. In doing so, this allows us to keep our engineering fee as low as possible, leaving more dollars available for construction. It is also our practice to design each project in a manner that will allow the entire project to be constructed based on the funds available, not just a small portion of it. Throughout the design, we look for construction methods that will be most economical to your region, as well as have the potential to attract the most prospective bidders, which ensures you receive the most competitive bids possible.

Construction Observation

During construction, Parkhill provides the Resident Project Representative, who is on-site any time the contractor is working, closely coordinates with the City, keeps a daily log of construction progress, coordinates construction testing, identifies potential problems before they occur, works with the Contractor and Design Engineer if changes are necessary, and issues weekly inspection reports to the Owner, FAA, Contractor, and Engineer. Parkhill has Airport Inspectors who understand FAA's specific requirements and nuances, and who realize how different construction on an airport is from the roadway construction with which most other inspectors are more familiar. Our inspectors are trained to always think one step ahead of the contractor in order to foresee and prevent any issues before they happen, rather than react to them after the fact. This method of construction management provides the Owner with a much smoother, hassle-free project, with superior final results.

The Design Engineer makes periodic visits to the construction site and any time problems need to be resolved. Parkhill's Inspector and Design Engineer conduct final inspections with all parties in attendance.

Parkhill reviews contractor's monthly pay estimates and makes recommendations to the Owner for payment, prepares FAA applications for grant payments to the City, and prepares all FAA required close-out documents at the end of the project.

Grant Paperwork and Administration

Parkhill can take the tedious job of FAA paperwork off your hands completely. We prepare your 5 and 20- Year Capital Improvement Plans, Grant Application, Early Project Development package, and all other necessary FAA required reports and accountings

for you throughout the entire life of the project. We have a clear knowledge and understanding of FAA standards and funding. All you have to do is review the document and sign. Our goal is to drastically reduce or completely eliminate the amount of time the City spends working on FAA paperwork.

Project Funding

We feel it is important you know that the Parkhill team has established relationships within the FAA and OAC. We know who to talk to and whose door to knock on when it comes to funding issues and opportunities. The Parkhill team will assist you in keeping track of funding opportunities and serve as your advocate with the FAA and OAC staff. These relationships can be of great benefit to you in terms of funding for your project.



FAMILIARITY WITH PROPOSED PROJECTS FOR CHICKASHA MUNICIPAL AIRPORT

Since 2007, Parkhill team members have been the Engineers of Record for the Chickasha Municipal Airport. Each year during that time, we have worked with City staff to identify needs and project priorities in order to update the Five Year Airport Capital Improvement Plan. This relationship has afforded the team the opportunity to be deeply involved in the planning process for the airport. Following are the current, highest priority needs for the airport based on discussions with City and airport board, within the funding available in the next five years:

Rehabilitate Runway and Parallel Taxiway

The Oklahoma Aeronautics Commission currently has the Chickasha Airport slated in their Airport Construction Program to rehabilitate the runway and parallel taxiway in the summer of 2022. This project will be funded 95% by the OAC with a 5% City match and will be independent of the federal Non-Primary Entitlements the airport receives every year. The pavement exhibits distresses such as joint damage, corner breaks, and spalling. Rehabilitating these distresses now is much more cost-effective than allowing the pavement to deteriorate to a point where reconstruction is required. The existing joint sealant will be removed and replaced, isolated patching completed, and the pavement re-marked. Because the runway will be closed for this work, the rehabilitation on the runway will be completed in its own phase, and then the work on the parallel taxiway begins once the runway is reopened.



Construct T-Hangars

In 2019 the City constructed an apron and taxiway pavement in preparation for a future T-Hangar. With the rehabilitation of the runway and taxiway to be completed in 2022, all other higher priority airside needs will have been met. It will then be possible to utilize FAA funding towards the construction of new hangars. The airport currently has a waiting list for hangars, and this project will allow for additional aircraft to be based at the airport. As the pavement is already in place, this project will only require the hangar building itself to be constructed. A 10-unit T-hangar is planned.



Construct Box Hangars

The T-Hangar construction will help fill the demand for some of the smaller aircraft storage, but there is still a demand for larger, corporate-type aircraft. The addition of the Airports Infrastructure Grants (an additional \$159,000 per year) will provide even more funding to the airport, and those funds will help expedite the construction of box hangars. These hangars can be located north of the new T-hangar. It should be noted that some additional paving in front of each box hangar will be required. This type of hangar will help attract the kind of aircraft owners that are likely to have businesses that can provide economic impact and growth within the City of Chickasha.



CURRENT WORKLOAD

The timing is right for the Parkhill team to undertake the first task order for the City of Chickasha. Many of our projects are wrapping up construction, and those that have been in design are now transitioning through bidding and into construction. As a result, we have a surplus of available design capacity with our staff and are positioned to provide you with timely, responsive service. The following figures indicate the present status of all Parkhill aviation projects as well as percent availability of key staff proposed to serve Chickasha.

Figure 4 - Ongoing Projects



Figure 5 - Staff Availability

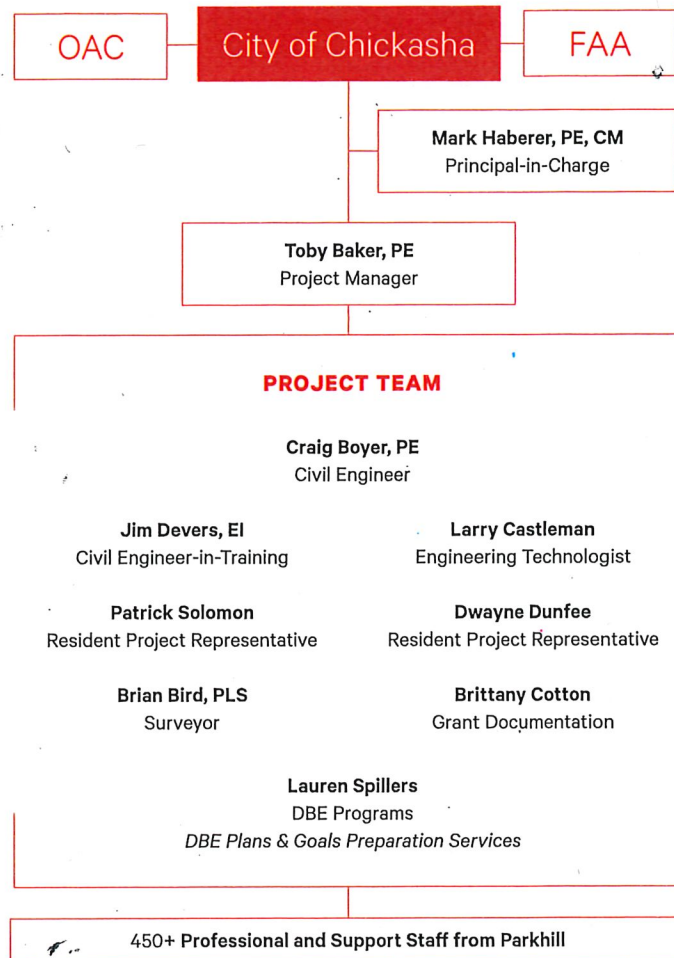
Mark Haberer, PE, CM Principal-in-Charge	20%	Jim Devers, EI Civil Engineer-in-Training	30%	Dwayne Dunfee RPR	25%	Lauren Spillers DBE Programs	25%
Toby Baker, PE Project Manager	25%	Larry Castleman Engineering Technologist	40%	Danny Cahill, PLS Surveyor	25%		
Craig Boyer, PE Civil Engineer	25%	Patrick Solomon RPR	30%	Brittany Cotton Grant Documentation	25%		

Section 04

RESUMES

Our team routinely works with the FAA in completing a range of project types. This has allowed our team to develop an in-depth understanding of the processes, grant requirements, reporting conditions and key project milestones. Our staff is accustomed to working with FAA staff during the planning, programming, grant approval, design review, bid analysis, construction reporting and closeout phases of any project. Additionally, we want to emphasize our understanding of FAA project protocol. Our team will help shoulder the burden of paperwork and reporting for you!

The organizational chart below highlights key personnel that are available as task orders dictate. Detailed resumes for key staff follow.





Mark Haberer, PE, CM

Principal-in-Charge

Mark Haberer, PE, CM, is a Principal and the Director of Aviation Services. His expertise involves program and project management, design, and construction administration for airport projects, including General Aviation and Part 139 Certificated airports. Mark is accustomed to serving clients in an advisory role and supporting them at board and council meetings. Past projects managed and designed by Mr. Haberer have included AOA security, land planning, terminal parking, terminal apron rehabilitation, and runway/taxiway improvement projects exceeding \$40M and involving coordination of multiple subconsultants and an FAA reimbursable agreement. Mark is also experienced with the FAA Advisory Circulars and the Airport Improvement Program (AIP) grant process and he places significant emphasis on schedule and budget management by the Parkhill project team. As a Certified Member of AAAE, Mark understands the various aspects of airport management and is well positioned to help advise clients during all phases of airport development projects.

EDUCATION

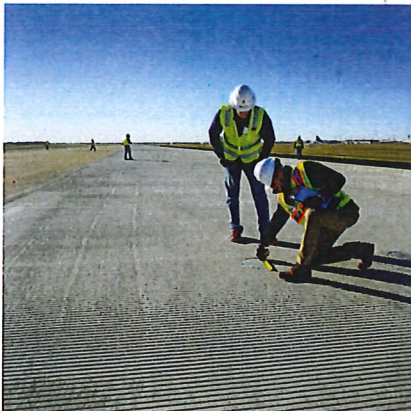
Texas Tech University
Master of Business Administration
B.S. Civil Engineering

REGISTRATION

Licensed Professional Engineer
Oklahoma

YEARS OF EXPERIENCE

21



LBB Runway 17R-35L

Project Manager

- | \$35.1M
- | Concrete pavement reconstruction
- | Detailed phasing plan
- | Review of geometry conditions
- | Analysis of pavement conditions
- | Bid phase assistance
- | Construction administration



Moore County Hangar

Principal-in-Charge

- | 10,500 SF box hangar
- | 80'- x 20' telescoping
- | Interior lighting, unit heaters, ventilation, insulation, trench drain, utility plumbing
- | 3,460 SY of 8-inch, jointed, reinforced concrete apron and taxiway



LBB Airfield Asphalt

Project Manager

- | \$2.55M
- | Reconstruct GA area asphalt paving
- | Design drainage improvements
- | Phasing plan to accommodate GA operations
- | Analyzed reuse of existing paving materials
- | Bid phase assistance
- | Construction administration



Toby Baker, PE

Project Manager

Toby Baker, PE, is an Aviation Team Leader in Parkhill's Aviation Sector. He is an active pilot and holds a commercial certificate and instrument rating for single and multi-engine aircraft, is a Certified Flight Instructor, and holds an SIC Type Rating for Cessna 500 series Citation jets. Having flown into many of the airports throughout Oklahoma, including yours, he is able to add a unique perspective to a project, having utilized the airport from both the air and the ground.

Toby is familiar not only with FAA and OAC's design and construction standards, but also with their grant administration procedures and required reporting. Recently, Toby managed a multi-year, multi-million dollar project to extend Runway 35 at Enid Woodring Regional Airport by 2,362'. This project involved the acquisition of additional land, re-routing a county road around the extended runway, construction of new concrete runway and taxiway pavement, the installation of a new Instrument Landing System (ILS) and Medium Intensity Approach Light System (MALSR), and the relocation of the FAA-owned Precision Approach Path Indicator (PAPI).

EDUCATION

Oklahoma State University
B.S. Civil Engineering

REGISTRATION

Licensed Professional Engineer
Oklahoma

YEARS OF EXPERIENCE

14



**Skiatook Reconstruct Runway
17/35**

Project Manager

- | \$1.6M
- | Concrete Pavement Reconstruction
- | Construction Administration
- | OAC and FAA Coordination
- | Bid Phase Assistance



**Bristow Relocate Runway
18/36**

Project Manager

- | \$2.9M
- | Construction of New Runway
- | New Approaches
- | Obstruction Removal
- | EDA, FAA and OAC Coordination



**Enid Woodring Construct
Apron**

Project Manager

- | Concrete Pavement Design
- | Expand Aircraft Parking
- | Phasing Plan to allow continued tenant access



Craig Boyer, PE

Civil Engineer

Craig Boyer, PE, is an Aviation Project Manager in Parkhill's Aviation Sector. He will be responsible for the design and day to day management of your projects. He started his career in the engineering industry in 2007. He has since gained extensive experience in aviation for both General Aviation and Part 139 Certificated Airports, roadway, rail, land development, and construction administration. He has developed plans for runway and taxiway extensions, runway overlays, aprons, hangars, pavement rehabilitation, airfield lighting and signage, airport entrance roads, airport perimeter roads, drainage improvements, pavement marking, airport safety area improvements, rail, and multiple large commercial developments.

Craig has also developed an electronic process to link many of the FAA-required forms and reporting documents together, to draw from a single source of information. Doing so has made the preparation of many of the grant related documents significantly more efficient, as well as incorporated a system of financial reconciliation for quality assurance purposes.

EDUCATION

Texas Tech University
B.S. Civil Engineering

REGISTRATION

Licensed Professional Engineer
Oklahoma

YEARS OF EXPERIENCE

14



**Altus Rehabilitate Runway
Lights**

Project Engineer

- | \$527K
- | Replaced Existing Incandescent with LED
- | Reduced Maintenance
- | Reduced Energy Consumption



**Duncan Install Perimeter
Fencing and Gates**

Project Engineer

- | Multiple Access Gates
- | Coordination with Client/Tenants
- | Construction Administration
- | Motorized Gates



**Prague Rehabilitate Runway
17/35**

Project Engineer

- | Sealing to preserve pavement
- | New Marking
- | Limited Closure
- | Crack Sealing

ADDITIONAL RESOURCES



James Devers

Civil Engineer-in-Training

2 years experience

University of Oklahoma B.S., Civil Engineering
Engineer-in-Training, Oklahoma

- | Madill Municipal Airport Construct Partial Parallel Taxiway
- | Williams County Airport Extend Parallel Taxiway
- | Roanoke-Blacksburg Regional Airport - Rehabilitate Airfield Lighting and Signage



Larry Castleman

Engineering Technologist

2 years experience

Texas Tech University B.S., Civil Engineering

- | Tulsa Airport Perimeter Road Rehabilitation
- | TxDOT Perry Lefors Field Electrical Improvements
- | MAF Airfield Lighting Rehabilitation
- | TxDOT Moore County Airfield Rehabilitation
- | Lubbock Taxiways M and J Rehabilitation



Patrick Solomon

Resident Project Representative

14 years experience

- | Enid Woodring Regional Airport Extend and Light Runway 35
- | Bristow Jones Memorial Airport Construct Runway 18/36
- | Skiatook Municipal Airport Reconstruct Runway 18/36
- | Bristow Jones Memorial Airport Construct Parallel Taxiway



Dwayne Dunfee

Resident Project Representative

25 years experience

- | Watonga Regional Airport Construct and Light Partial Parallel Taxiway
- | Guthrie Edmond Regional Airport Rehabilitate Runway Lights
- | Guthrie Edmond Regional Airport Reconstruct Terminal Apron
- | Chickasha Municipal Airport Rehabilitate Runway



Brian Bird, PLS

Surveyor

14 years experience

University of Kansas B.S., Biology
Professional Land Surveyor, Oklahoma

- | Chickasha Municipal Airport
- | Fairview Municipal Airport
- | Kingfisher Municipal Airport
- | Frederick Regional Airport



Brittany Cotton

Administrative Specialist

2 years experience

- | Support for all FAA Grant Administration and Documentation
- | Construction Administration Support

Subconsultant



DBE PLANS & GOALS PREPARATION SERVICES - DBE

DBE Plans & Goals Preparation Services specializes in preparing Disadvantaged Business Enterprise (DBE) Programs, Goals, and Small Business Elements for submission to the Federal Aviation Administration (FAA) as required by 49 CFR Part 26 in order for airports to obtain Airport Improvement Program (AIP) funding. We partner with airports and engineering firms to provide assistance in understanding the responsibilities associated with the administration of DBE Programs and Goals.



City of
CHICKASHA

Meeting Type: CMAA Agenda 4-4-2022

Meeting Date: 4/4/2022

Department: Administration

Agenda Item No. 4.b.

AGENDA ITEM: Discussion, consideration and possible action to approve a contract with Lewis & Clark Performance, LLC in an amount not to exceed \$4,000 for the 2022 Wings & Wheels event and authorize Mayor to execute the same.

I. BACKGROUND/DESCRIPTION:

Performer to provide

- Aerial Demonstration in the FLS Microjet
- Liability Insurance
- Press biography and media interview availability

Chickasha Municipal Airport Authority to provide

- Three hotel rooms for June 3
- Jet-A Fuel
- Smoke Oil
- Hangar Space

II. RECOMMENDED ACTION:

Approve contract with Lewis & Clark Performances, LLC in an amount not to exceed \$4,000 for the 2022 Wings & Wheels event and authorize Mayor to execute the same.

III. FISCAL INFORMATION -

IV. FUND INFORMATION:

Dept. Director: Shae Mortimer, Marketing & Civic Engagement Manager	Fund	Account	Amount
	(To)		
	FUND	ACCOUNT	AMOUNT
Meeting Date: April 4, 2022	(39-539-5210-004)		\$4,000

V. ATTACHMENTS:

1. Justin Lewis - CHK OK 2022 v2 Contract



Lewis & Clark Performance, LLC
15744 NE 10th St / Choctaw, OK 73020 / 757-348-0484

AIRSHOW CONTRACT AGREEMENT

LEWIS & CLARK PERFORMANCE, LLC agrees to provide the following:

1. An Aerial Demonstration that will last eight to ten minutes in the FLS Microjet. The conditions must be DAY VFR and the pilot may elect to not fly due to safety concerns.
2. At least ONE Aerial Demonstration will be flown each day of the Airshow. Additionally scheduled daily flights are available and must be pre-coordinated.
3. Liability Insurance is held in the amount of one million dollars. A copy of the certificate will be provided once an agreement is signed.
4. Press biography will be provided to coordinator of airshow. The biography can be forwarded to any and all news, radio stations or newspapers. Interviews are available weeks in advance via phone and prior arrangements. Interviews can be made available in person, with advance notice, a day prior to the airshow. Other event appearances can be conducted with prior arrangement.

AIRSHOW COORDINATOR agrees to provide the following:

1. Lodging: THREE non-smoking rooms from the time of arrival at the event location until a safe departure can be made. **Lodging must be available a day before any related flight event or appearance and continue until the day after the last related flight event or appearance.**
2. ~~Rental Car: Transportation of one air conditioned rental car will be available from the time of arrival until departure.~~
3. FLS Microjet Fuel: JET A or other jet fuel approved by Lewis & Clark Performance, LLC to be provided from the time of arrival at the airport until departure. A single flight will may require 15 gallons of jet fuel but normally only 5 gallons are necessary.
4. ~~Engine Oil: One quart of Mobile Jet Oil II or Aeroshell Turbine Oil 560 will be available.~~
5. Smoke Oil: Up to five gallons of smoke oil per performance. If not available, coordinate an alternative with Lewis & Clark Performance, LLC.
6. Hangar: A secure hangar will be available for the FLS Microjet and support equipment from the time of arrival to when a safe departure can be made. In the case of sudden inclement weather, hangar space must be available for quick aircraft relocation.
7. Safe Environment: From the time of arrival until departure, the FLS Microjet will be provided a secure display and storage location that minimizes risk of injury to the general public and risk of damage to the jet. **ONLY PERSONNEL APPROVED BY LEWIS & CLARK PERFORMANCE, LLC SHALL HAVE ACCESS AND BE ABLE TO MOVE THE FLS MICROJET.** Lewis & Clark Performance, LLC or the Show Coordinator may set up a rope or similar barrier surrounding the FLS Microjet.

Lewis & Clark Performance, LLC
Oklahoma City, Oklahoma
www.flsmicrojet.com

8. Compensation	Performance Fee:	\$4,000
	Travel Expenses – Driving Miles: LOCAL	\$0
	Total Fee:	\$4,000
20% non-refundable deposit required to confirm contract:		\$0
Remainder of payment to be paid in full after performance:		<i>\$4,000</i>

Contract will be null and void if deposit not received within 30 days of signing. The full performance fee is billed and becomes non-refundable 14 days prior to airshow performance date regardless of weather or cancellation of events.

AIRSHOW INFORMATION:

- Name of Airshow: Chickasha Wings & Wheels / Chickasha Municipal Airport Authority and City of Chickasha (Additional Insured)
- Street Address: Chickasha Municipal Airport
- City, State, Zip Code: Chickasha, OK 73018
- Airshow Performance Dates: 4 June 2022
- Airshow Performance Location: KCHK
- Aircraft Hanger Location: KCHK
- Additional Details: The FLS Microjet and crew will arrive by vehicle & trailer on June 3rd or as necessary with prior coordination. The FLS Microjet will be assembled in a hanger and may fly on the rehearsal day in addition to the performance days. The FLS Microjet will be disassembled after the Airshow on the 4th and depart on the 4th. Three non-smoking rooms will be required from the 3rd to the 4th. CHICKASHA MUNICIPAL AIRPORT AUTHORITY IS NOT LIABLE FOR INCIDENTALS OR ROOM DAMAGE
- Points of Contact Information: Shae Mortimer Office: 405.222.6021 Cell: 405.544.8041 shae.mortimer@chickasha.org

Printed Name _____ Signature _____ Date _____

Airshow Representative

By signing, you are agreeing to the terms and conditions of this contract.

Printed Name Justin Lewis Signature  Date 021 Mar 2022

Lewis & Clark Performance, LLC Representative

By signing, Lewis & Clark Performance, LLC is agreeing to the terms and conditions of this contract.

Please sign this agreement and return to Lewis & Clark Performance, LLC by mail or email. Make checks payable to **Lewis & Clark Performance, LLC**.

Lewis & Clark Performance, LLC
Oklahoma City, Oklahoma
www.flsmicrojet.com