

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
JULY 1, 2024

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 June 17, 2024, regular meeting.
 - b. Acceptance of the Claims List.
 - c. Accept and ratify an agreement with Standley Systems for printers, including service, for an average of \$3,575 per month.
- 3. Discussion/Approval of Items Removed from Consent Docket:**
- 4. Consideration and Discussion Items:**

- a. Discussion, consideration, and possible action to authorize the Mayor to execute Task Order No. 07 - with Parkhill for Professional Services - Chickasha Municipal Airport-PSO Easement Preparation
- b. Discussion, consideration, and possible action to authorize the Mayor to execute Task Order No. 08 - with Parkhill for Professional Services Chickasha Municipal Airport - Update Property Map.
- c. Discussion, consideration, and possible action to authorize the installation of electric poles at the Chickasha Municipal Airport for an amount not to exceed \$10,271.17 and authorize the Chairman to execute the Agreement.

5. Motion for Adjournment.

CHICKASHA

Meeting Type: CMAA Agenda 7-1-2024

Meeting Date: 7/1/2024

Department: City Clerk

Agenda Item No. 2.a.

AGENDA ITEM: Acceptance of the Minutes of the June 17, 2024, regular meeting.

I. BACKGROUND/DESCRIPTION:

II. RECOMMENDED ACTION:

Accept the Minutes of the June 17, 2024, regular meeting.

III. FISCAL INFORMATION -

IV. FUND INFORMATION:

Dept. Director: Susan M. McDaniel, City Clerk	Fund	Account	Amount
	(To)		
	FUND	ACCOUNT	AMOUNT
Meeting Date: July 1, 2024	(From)		

V. ATTACHMENTS:

1. CMAA 6-17-2024

June 17, 2024

The **REGULAR** meeting of the **CHICKASHA MUNICIPAL AIRPORT AUTHORITY** was held in the council chambers in city hall on the 17th day of June 2024 as specified by advance public notice with a properly prepared agenda stating the subject matter or matters to be discussed at said meeting. Chairman Grayson called the meeting to order at 7:43 p.m.

ITEM 1.

Call to Order / Roll Call:

CHAIRMAN AND TRUSTEES

PRESENT:

Zachary Grayson, Chairman
Georgianne Hebblethwaite, Vice Chairman
Kelly Boyd
Oscar Nelson
Kea Ginn
John P. Smith
Erica Alexander
Charlie Burruss
Brian Gerdes

ABSENT:

None.

STAFF

PRESENT:

Keith Johnson, City Manager
Amanda Mullins, City Attorney
Rachel Bernish, Asst. City Manager
Susan M. McDaniel, City Clerk
Chief Music, Police Dept.
Tony Samaniego, Fire Chief
Jim Crosby, Public Works Director
Robert Brooks, Comptroller
Darren Martin, Chief Building Inspector
Tracey Austin, HR Director
Spencer Winzenried, Parks & Rec Director
Shae Mortimer, Marketing and Civic Engagement Manager

ITEM 2.

Consent Docket: ITEM 2a – ITEM 2f.

ITEM 2a.

Acceptance of the Minutes of June 3, 2024, regular meeting.

ITEM 2b.

Acceptance of the Claims List.

- ITEM 2c.** **Accept and ratify the Authorized Agent Notification form for Oklahoma Municipal Retirement Fund appointing Tracey Austin as the authorized agent.**
- ITEM 2d.** **Accept and ratify Resolution 2024-13R amending the Master Fee Schedule.**
- ITEM 2e.** **Accept and ratify Pay Request No. 3 in the amount of \$165,224.00 – Construct 2-Box Hangars project to W. L. McNatt.**
- ITEM 2f.** **Accept and ratify Resolution 2025-15R amending FY23/24 Budget.**

*Motion by Trustee Nelson, second by Trustee Hebblethwaite to approve Items 2a – 2f.

Roll call vote:

Ayes:” Boyd, Nelson, Ginn, Hebblethwaite, Smith, Alexander, Gerdes and Grayson.

“Nays:” None

“Abstain:” Burruss

Motion carried. 8-0-1

ITEM 3. **Discussion / Approval of Items Removed from Consent Docket:**

No action taken on Item 3.

ITEM 4. **Discussion and Consideration Items:**

ITEM4a. **Discussion, consideration, and possible action to adopt or reject Resolution 2024-14R on the proposed budget for the Chickasha Municipal Airport Authority for Fiscal Year 2024-2025 as proposed at the public hearing on the budget held on June 11, 2024, and possible approval or rejection of any amendments proposed and considered by the Board of Trustees.**

*Motion by Trustee Hebblethwaite and second by Trustee Alexander to adopt Resolution 2024-14R as presented.

Roll call vote:

“Ayes:” Smith, Alexander, Gerdes, Boyd, Nelson, Ginn, Hebblethwaite, and Grayson.

“Nays:” None.

“Abstain:” Burruss.

Motion passed. 8-0-1

ITEM 5. **Motion to Adjourn.**

*Motion by Trustee Hebblethwaite, second by Trustee Alexander to adjourn.

Chickasha Municipal Airport Authority Meeting 6-17-2024

TIME 7:43 P.M.

Meeting adjourned.

TIME: 7:44 PM

Approved this 1st day of July 2024.

Zachary Grayson, Chairman

(ATTEST)

Susan M. McDaniel, CMC
City Clerk

CHICKASHA

Meeting Type: CMAA Agenda 7-1-2024

Meeting Date: 7/1/2024

Department: Finance

Agenda Item No. 2.b.

AGENDA ITEM: Acceptance of the Claims List.

I. BACKGROUND/DESCRIPTION:

II. RECOMMENDED ACTION:

Accept the Claims List.

III. FISCAL INFORMATION -

IV. FUND INFORMATION:

Dept. Director:

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

Meeting Date:
July 1, 2024

V. ATTACHMENTS:

CHICKASHA

Meeting Type: CMAA Agenda 7-1-2024

Meeting Date: 7/1/2024

Department: Administration

Agenda Item No. 2.c.

AGENDA ITEM: Accept and ratify an agreement with Standley Systems for printers, including service, for an average of \$3,575 per month.

I. BACKGROUND/DESCRIPTION:

II. RECOMMENDED ACTION:

Accept and ratify an agreement with Standley Systems for printers, including service, for an average of \$3,575 per month.

III. FISCAL INFORMATION -

IV. FUND INFORMATION:

Dept. Director:

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

Meeting Date:

July 1, 2024

V. ATTACHMENTS:

CHICKASHA

Meeting Type: CMAA Agenda 7-1-2024

Meeting Date: 7/1/2024

Department: Administration

Agenda Item No. 4.a.

AGENDA ITEM: Discussion, consideration, and possible action to authorize the Mayor to execute Task Order No. 07 - with Parkhill for Professional Services - Chickasha Municipal Airport-PSO Easement Preparation

I. BACKGROUND/DESCRIPTION:

Task Order No. 07 - with Parkhill for Professional Services - Chickasha Municipal Airport-PSO Easement Preparation. This is to complete the easement survey for the new PSO line for the hangars.

II. RECOMMENDED ACTION:

Authorize the Mayor to execute Task Order No. 07 - with Parkhill for Professional Services - Chickasha Municipal Airport-PSO Easement Preparation

III. FISCAL INFORMATION -

IV. FUND INFORMATION:

Dept. Director: Darren Martin, Airport Manager	Fund	Account	Amount
	(To)		
	FUND	ACCOUNT	AMOUNT
Meeting Date: July 1, 2024	(From)		

V. ATTACHMENTS:

- 20240628124440456



June 20, 2024

Zachary Grayson
City of Chickasha
117 N. 4th St
Chickasha, OK 73018

Re: Task Order 07 to MASTER AGREEMENT for Professional Services
Chickasha Municipal Airport-PSO Easement Preparation

Dear Mr. Grayson:

As requested, we prepared Task Order 07 for Surveying services related to the referenced Project. Parkhill understands the Project scope to include:

1. Parkhill to provide Easement Survey as further detailed in Attachment 1 to Exhibit A.

Fee for Proposed Task Order No. 07 services is defined in Exhibit B attached and summarized as follows:

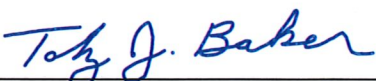
Task PSRV	Lump Sum Fee for Surveying Services	\$	2,900.00
TOTAL TASK ORDER NO. 07		\$	2,900.00

We propose to modify the City of Chickasha and Parkhill agreement dated January 3, 2023 and provide approved services under provisions of attached Exhibit B - Payments to the Engineer, Article B4.01 (Lump Sum Method). Any necessary additional services will be provided, according to Exhibit B - Payments to the Engineer, Article B4.02. Compensation for Tasks services shall not exceed the total noted without Owner's written approval.

If these Task Order terms are agreeable, please execute and return one copy to our office. We will take receipt of the signed letter as our Notice to Proceed with these services. We look forward to working with you on completing this Project. For anything further, please contact Toby Baker directly at tbaker@parkhill.com or 405.832.9903.

Sincerely,

PARKHILL

By 
Toby Baker, PE
Oklahoma Aviation Lead | Principal

Accepted by:

CITY OF CHICKASHA

By _____ Date _____
Zachary Grayson
Mayor

TJB/bc

EXHIBIT A ENGINEER'S SERVICES

Article 1 of the Master Agreement is amended and supplemented to include the following sample agreement of the parties. ENGINEER shall provide Basic and authorized Additional Services as set forth in Exhibit A of each Task Order to the Master Agreement.

PART 1 -- BASIC SERVICES

A 1.01 *Study and Report Phase* (Not Used)

A 1.02 *Preliminary Design Phase* (Task PSRV)

A. Upon written authorization from OWNER, ENGINEER shall:

2. Provide necessary field surveys.

B. ENGINEER's services under Preliminary Design Phase will be considered complete on the date when copies of Preliminary Design Phase documents have been delivered to OWNER.

A 1.03 *Final Design Phase* (Not Used)

A 1.04 *Bidding or Negotiating Phase* (Not Used)

A 1.05 *Construction Phase* (Not Used)

A 1.06 *Grant Administration Phase* (Not Used)

PART 2 -- ADDITIONAL SERVICES

A 2.01 *Additional Services Requiring OWNER's Authorization in Advance* (Not Used)



ATTACHMENT 1 TO EXHIBIT A

May 9, 2024

Mr. Jim Devers, PE
Civil Engineer
Parkhill
14101 Wireless Way, Suite 350
Oklahoma City, OK 73134

RE: Proposal for Professional Services
Chickasha Municipal Airport – PSO Easement Preparation
2344 Beechcraft Road, Chickasha, OK 73018

Dear Mr. Devers:

Parkhill is pleased to have the opportunity to provide this Proposal for Surveying Services for the referenced Project.

SCOPE OF SERVICES, DELIVERABLES, & SCHEDULE

Parkhill will provide Survey Services including:

- Recover control previously established.
- Locate 2 section corners for easement preparation.
- Located proposed underground electric line if marked/flagged by Owner.
 - If not marked/flagged, easement location will be determined using Civil Engineer's Design Drawings supplied to Surveyor.
- Prepare legal description and easement exhibit sketch for proposed easement.
- Deliverables:
 - Signed / sealed pdf easement exhibit and legal description.

Services specifically excluded from our Scope of Services include, but are not limited to, the following:

- Control/Benchmarks.
- Topographic Survey.
- Utilities and Subsurface Utility Engineering (SUE).
- Property/Boundary Survey.
- Existing Easements and/or additional Easement Preparation other than listed above.

The Survey timeline will be coordinated with the appropriate Project Manager.

COMPENSATION

Our fee for the Scope of Services described above will be based on a lump sum amount of \$2,900.00 and will be billed on a percentage complete method.

If this Proposal meets your expectations, you may indicate your acceptance by returning one signed copy of this Proposal to our office. We will consider receipt of the countersigned Proposal as Notice to Proceed.

Mr. Jim Devers
Parkhill

Page 2

May 9, 2024

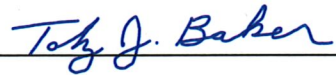
We appreciate the opportunity to provide Professional Services to you and look forward to the successful completion of your Project. If you have any questions, please do not hesitate to call us.

Sincerely,

PARKHILL

By _____
Brian Bird, PLS
Surveyor | Associate

PARKHILL

Signature: _____
Name: Toby Baker, P.E._____
Title: Oklahoma Aviation Lead| Principal_____
Date: 6/20/24_____

BB/mcj
Enclosures: Survey Limits

Survey Project Number: 43268.24

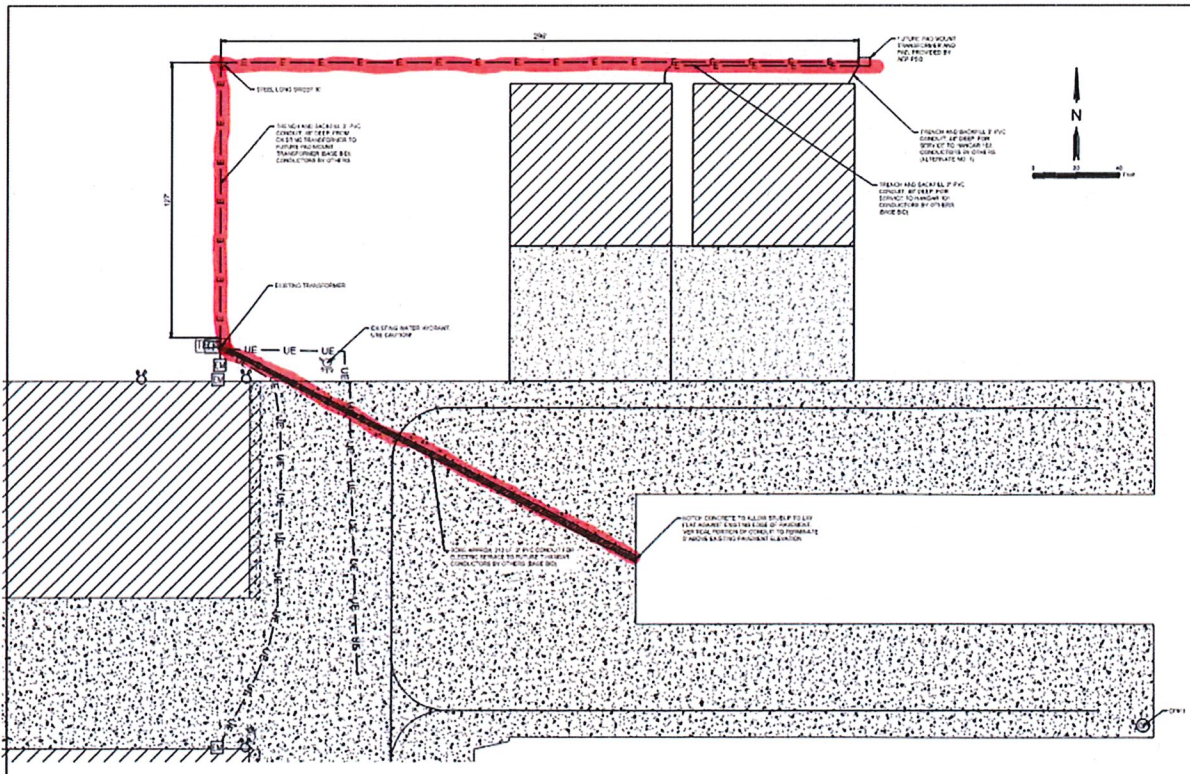
Architect or Civil Project Number:

SURVEY LIMITS

Approximate easement location



Approximate easement highlighted in red



**EXHIBIT B
PAYMENTS TO ENGINEER
LUMP SUM METHOD**

Article 4 of the Master Agreement is amended and supplemented to include the sample agreement of the parties stating Engineer shall provide Basic and authorized Additional services as set forth in Exhibit B of each Task Order to the Master Agreement.

ARTICLE 4 -- PAYMENTS TO THE ENGINEER

B 4.01 Compensation for Basic Services - Lump Sum Method of Payment

A. OWNER shall pay ENGINEER for Basic Services set forth in Exhibit A-Part 1, as follows:

1. A Lump Sum amount of \$ 2,900 based on the following distribution of compensation:
 - a. Study and Report Phase \$
 - b. Preliminary Design Phase \$ 2,900.00
 - c. Final Design Phase \$
 - d. Bidding and Negotiating Phase \$
 - e. Construction Phase \$
 - f. Grant Administration Phase \$

2. The Lump Sum includes compensation for ENGINEER's services and services of ENGINEER's Consultants, if any. Appropriate amounts have been incorporated in the Lump Sum to account for labor, overhead, profit, and Direct Expenses.

3. The portion of the Lump Sum amount billed for ENGINEER's services will be based upon ENGINEER's estimate of the proportion of the total services actually completed during the billing period to the Lump Sum.

4. The Lump Sum is conditioned on Construction Contract Times to complete the Work not exceeding * months. Should the Construction Contract Times to complete the Work be extended beyond this period, the total compensation to ENGINEER shall be appropriately adjusted.

*To be negotiated if required.

B 4.02 Compensation for Authorized Additional Services --Standard Hourly Rates Method of Payment.

A. OWNER shall pay ENGINEER for authorized Additional Services set forth in Exhibit A - Part 2 as follows:

1. For labor on an hourly rate basis in accordance with Appendix 1.
2. For reimbursable expenses, based on cost times a factor of 1.15.

B. The hourly rate schedule will be adjusted each January 1st to reflect cost of living adjustments.

APPENDIX 1
Parkhill
Hourly Rate Schedule
January 1, 2024 through December 31, 2024

Client: City of Chickasha

Project: PSO Easement Preparation

Agreement Date: June 20, 2024

Location: Chickasha Municipal Airport

CLASSIFICATION	HOURLY RATE	CLASSIFICATION	HOURLY RATE	CLASSIFICATION	HOURLY RATE
SUPPORT STAFF I	\$64.00	PROFESSIONAL LEVEL III		PROFESSIONAL LEVEL VI	
SUPPORT STAFF II	\$75.00	Architect	\$159.00	Architect	\$262.00
SUPPORT STAFF III	\$103.00	Civil Engineer	\$195.00	Civil Engineer	\$295.00
SUPPORT STAFF IV	\$110.00	Electrical Engineer	\$190.00	Electrical Engineer	\$307.00
SUPPORT STAFF V	\$122.00	Interior Designer	\$142.00	Interior Designer	\$226.00
SUPPORT STAFF VI	\$132.00	Landscape Architect	\$153.00	Landscape Architect	\$244.00
PROFESSIONAL LEVEL I		Mechanical Engineer	\$181.00	Mechanical Engineer	\$294.00
Architect	\$129.00	Structural Engineer	\$188.00	Structural Engineer	\$282.00
Civil Engineer	\$141.00	Survey Tech	\$146.00	Professional Land Surveyor	\$228.00
Electrical Engineer	\$144.00	Other Professional	\$140.00	Other Professional	\$222.00
Interior Designer	\$123.00	PROFESSIONAL LEVEL IV		PROFESSIONAL LEVEL VII	
Landscape Architect	\$123.00	Architect	\$194.00	Architect	\$336.00
Mechanical Engineer	\$135.00	Civil Engineer	\$227.00	Civil Engineer	\$352.00
Structural Engineer	\$135.00	Electrical Engineer	\$223.00	Electrical Engineer	\$352.00
Survey Tech	\$115.00	Interior Designer	\$155.00	Interior Designer	\$253.00
Other Professional	\$121.00	Landscape Architect	\$166.00	Landscape Architect	\$336.00
PROFESSIONAL LEVEL II		Mechanical Engineer	\$213.00	Mechanical Engineer	\$336.00
Architect	\$140.00	Structural Engineer	\$217.00	Structural Engineer	\$352.00
Civil Engineer	\$158.00	Survey Tech	\$177.00	Professional Land Surveyor	\$274.00
Electrical Engineer	\$163.00	Other Professional	\$165.00	Other Professional	\$336.00
Interior Designer	\$129.00	PROFESSIONAL LEVEL V			
Landscape Architect	\$129.00	Architect	\$236.00		
Mechanical Engineer	\$155.00	Civil Engineer	\$274.00		
Structural Engineer	\$153.00	Electrical Engineer	\$272.00		
Survey Tech	\$125.00	Interior Designer	\$187.00		
Other Professional	\$127.00	Landscape Architect	\$202.00		
		Mechanical Engineer	\$259.00		
		Structural Engineer	\$262.00		
		Professional Land Surveyor	\$206.00		
		Other Professional	\$184.00		

CHICKASHA

Meeting Type: CMAA Agenda 7-1-2024

Meeting Date: 7/1/2024

Department: Administration

Agenda Item No. 4.b.

AGENDA ITEM: Discussion, consideration, and possible action to authorize the Mayor to execute Task Order No. 08 - with Parkhill for Professional Services Chickasha Municipal Airport - Update Property Map.

I. BACKGROUND/DESCRIPTION:

Task Order No. 08 - with Parkhill for Professional Services Chickasha Municipal Airport - Update Property Map.

This Task Order is to complete the survey necessary to plot each of the deeds of ownership and deeds or release for Airport Property, and to update the Airport Property Map to close out the compliance investigation with FAA.

II. RECOMMENDED ACTION:

Authorize the Mayor to execute Task Order No. 08 - with Parkhill for Professional Services Chickasha Municipal Airport - Update Property Map.

III. FISCAL INFORMATION -

IV. FUND INFORMATION:

Dept. Director:

Darren Martin, Airport Manager

Meeting Date:

July 1, 2024

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

V. ATTACHMENTS:

- 20240628125818801

June 20, 2024

Zachary Grayson
City of Chickasha
117 N. 4th St
Chickasha, OK 73018

Re: Task Order 08 to MASTER AGREEMENT for Professional Services
Chickasha Municipal Airport-Update Property Map

Dear Mr. Grayson:

As requested, we prepared Task Order 08 for Surveying services related to the referenced Project. Parkhill understands the Project scope to include:

1. Parkhill to prepare an updated "Property Map – Exhibit A" for the City's submission to FAA.
 - a. The Property Map will depict all parcels designated as "Airport Property". Deeds furnished by City.
 - b. The Property Map will depict all property released from obligation by FAA. Deeds of Release furnished by City or FAA.
 - c. The Property Map will include a table identifying each parcel of Airport Property and the date acquired or released.
2. Parkhill to provide Field Survey as further detailed in Attachment 1 to Exhibit A.

Fee for Proposed Task Order No. 08 services is defined in Exhibit B attached and summarized as follows:

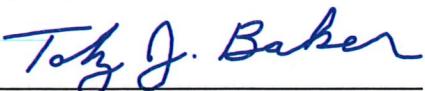
Task OAPS	Lump Sum Fee for Update Property Map	\$ 3,500.00
Task PSRV	Lump Sum Fee for Surveying Services	\$ 14,300.00
TOTAL TASK ORDER NO. 08		\$ 17,800.00

We propose to modify the City of Chickasha and Parkhill agreement dated January 3, 2023 and provide approved services under provisions of attached Exhibit B - Payments to the Engineer, Article B4.01 (Lump Sum Method). Any necessary additional services will be provided, according to Exhibit B - Payments to the Engineer, Article B4.02. Compensation for Tasks services shall not exceed the total noted without Owner's written approval.

If these Task Order terms are agreeable, please execute and return one copy to our office. We will take receipt of the signed letter as our Notice to Proceed with these services. We look forward to working with you on completing this Project. For anything further, please contact Toby Baker directly at tbaker@parkhill.com or 405.832.9903.

Sincerely,

PARKHILL

By 
Toby Baker, PE
Oklahoma Aviation Lead | Principal

Accepted by:

CITY OF CHICKASHA

By _____ Date _____
Zachary Grayson
Mayor

TJB/bc

EXHIBIT A ENGINEER'S SERVICES

Article 1 of the Master Agreement is amended and supplemented to include the following sample agreement of the parties. ENGINEER shall provide Basic and authorized Additional Services as set forth in Exhibit A of each Task Order to the Master Agreement.

PART 1 -- BASIC SERVICES

A 1.01 *Study and Report Phase* (Not Used)

A 1.02 *Preliminary Design Phase* (Tasks 0APS and PSRV)

A. Upon written authorization from OWNER, ENGINEER shall:

2. Provide necessary field surveys.

B. ENGINEER's services under Preliminary Design Phase will be considered complete on the date when copies of Preliminary Design Phase documents have been delivered to OWNER.

A 1.03 *Final Design Phase* (Not Used)

A 1.04 *Bidding or Negotiating Phase* (Not Used)

A 1.05 *Construction Phase* (Not Used)

A 1.06 *Grant Administration Phase* (Not Used)

PART 2 -- ADDITIONAL SERVICES

A 2.01 *Additional Services Requiring OWNER's Authorization in Advance* (Not Used)



ATTACHMENT 1 TO EXHIBIT A

May 13, 2024

Mr. Toby Baker, PE
Civil Engineer | Principal
Parkhill
14101 Wireless Way, Suite 350
Oklahoma City, Oklahoma 73134

RE: Proposal for Professional Services
Chickasha Municipal Airport – Lease Property Depiction
2344 Beechcraft Road, Chickasha, Oklahoma 73018

Dear Mr. Baker:

Parkhill is pleased to have the opportunity to provide this Proposal for Surveying Services for the referenced Project.

SCOPE OF SERVICES, DELIVERABLES, AND SCHEDULE

Parkhill will provide Survey Services including:

- Recover control previously established.
- Field research necessary section corners for Sections 5, 6, 7, 8, T-7-N, R-7-W, IM.
 - Re-establish/file corners as needed per state board.
- Review and plot lease documents and releases supplied by the Client.
- Deliverables:
 - Produce a pdf map depicting properties within the lease including releases.
 - Provide Civil 3D file to Engineers.
- Note: A Boundary Survey was not requested and this Survey is not a Boundary Survey. However, the information from this Survey effort will provide a solid foundation for a Boundary Survey if requested in the future.

Services specifically excluded from our Scope of Services include, but are not limited to, the following:

- Control/Benchmarks.
- Topographic Survey.
- Utilities and Subsurface Utility Engineering (SUE).
- Property/Boundary Survey.
- Existing Easements and/or additional Easement Preparation.

The Survey timeline will be coordinated with the appropriate Project Manager.

COMPENSATION

Our fee for the Scope of Services described above will be based on a lump sum amount of \$14,300.00.

If this Proposal meets your expectations, you may indicate your acceptance by returning one signed copy of this Proposal to our office. We will consider receipt of the countersigned Proposal as Notice to Proceed.

Mr. Toby Baker
Parkhill

Page 2

May 13, 2024

We appreciate the opportunity to provide Professional Services to you and look forward to the successful completion of your Project. If you have any questions, please do not hesitate to call us.

Sincerely,

PARKHILL

By: 

Brian Bird, PLS
Surveyor | Associate

PARKHILL

Accepted By: 

Title: Oklahoma Aviation Lead | Principal

Date: 6/20/24

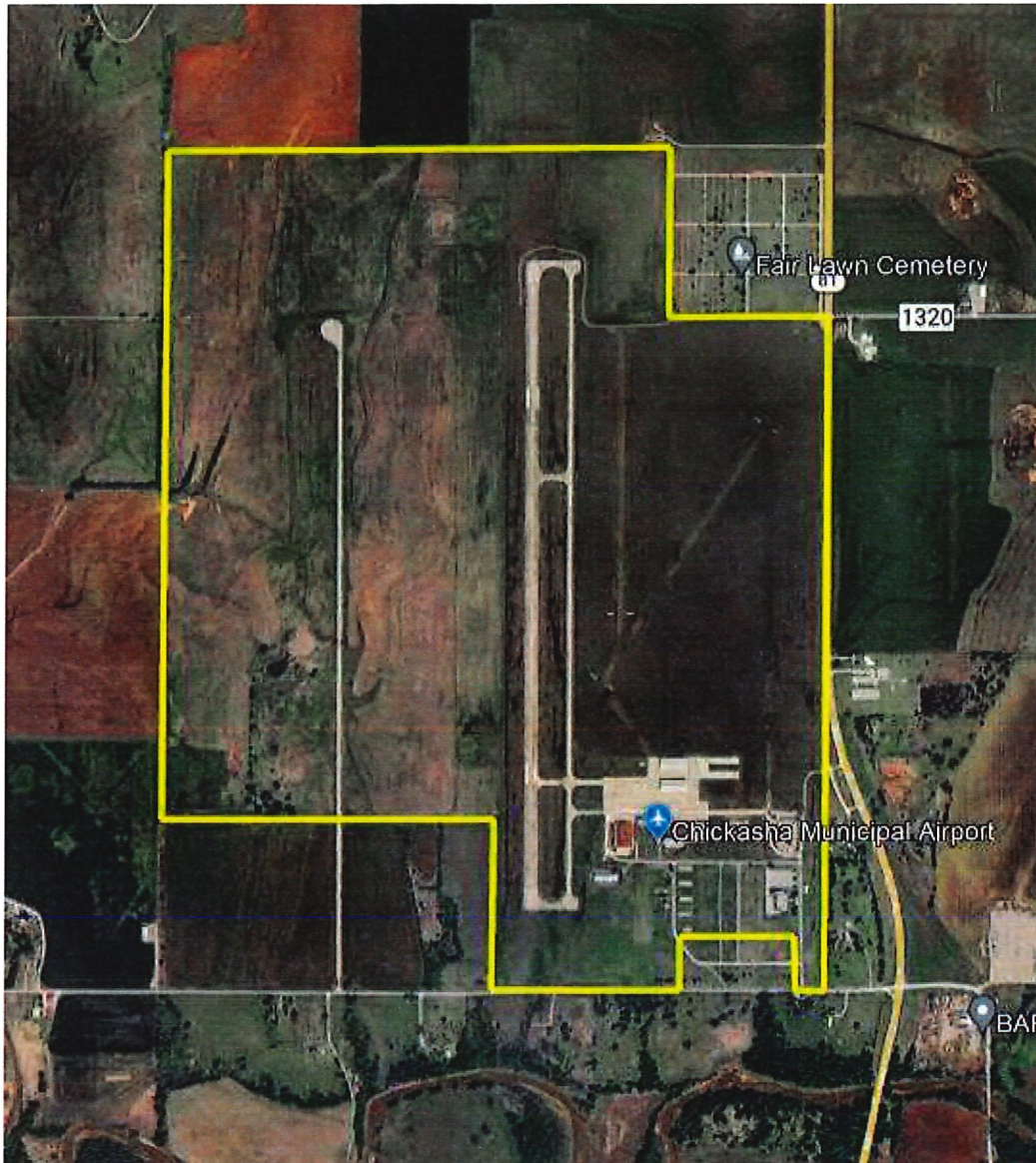
BB/mcj
Enclosures: Survey Limits

Survey Project Number: 43280.24

Arch/Civil Project Number: _____

SURVEY LIMITS

Yellow is approximate lease property



**EXHIBIT B
PAYMENTS TO ENGINEER
LUMP SUM METHOD**

Article 4 of the Master Agreement is amended and supplemented to include the sample agreement of the parties stating Engineer shall provide Basic and authorized Additional services as set forth in Exhibit B of each Task Order to the Master Agreement.

ARTICLE 4 -- PAYMENTS TO THE ENGINEER

B 4.01 Compensation for Basic Services - Lump Sum Method of Payment

A. OWNER shall pay ENGINEER for Basic Services set forth in Exhibit A-Part 1, as follows:

1. A Lump Sum amount of \$ 17,800 based on the following distribution of compensation:
 - a. Study and Report Phase \$ _____
 - b. Preliminary Design Phase \$ 17,800.00
 - c. Final Design Phase \$ _____
 - d. Bidding and Negotiating Phase \$ _____
 - e. Construction Phase \$ _____
 - f. Grant Administration Phase \$ _____

2. The Lump Sum includes compensation for ENGINEER's services and services of ENGINEER's Consultants, if any. Appropriate amounts have been incorporated in the Lump Sum to account for labor, overhead, profit, and Direct Expenses.

3. The portion of the Lump Sum amount billed for ENGINEER's services will be based upon ENGINEER's estimate of the proportion of the total services actually completed during the billing period to the Lump Sum.

4. The Lump Sum is conditioned on Construction Contract Times to complete the Work not exceeding ____*____ months. Should the Construction Contract Times to complete the Work be extended beyond this period, the total compensation to ENGINEER shall be appropriately adjusted.

*To be negotiated if required.

B 4.02 Compensation for Authorized Additional Services --Standard Hourly Rates Method of Payment.

A. OWNER shall pay ENGINEER for authorized Additional Services set forth in Exhibit A - Part 2 as follows:

1. For labor on an hourly rate basis in accordance with Appendix 1.
2. For reimbursable expenses, based on cost times a factor of 1.15.

B. The hourly rate schedule will be adjusted each January 1st to reflect cost of living adjustments.

APPENDIX 1
Parkhill
Hourly Rate Schedule
January 1, 2024 through December 31, 2024

Client: City of Chickasha

Project: Update Property Map

Agreement Date: June 20, 2024

Location: Chickasha Municipal Airport

CLASSIFICATION	HOURLY RATE	CLASSIFICATION	HOURLY RATE	CLASSIFICATION	HOURLY RATE
SUPPORT STAFF I	\$64.00	PROFESSIONAL LEVEL III		PROFESSIONAL LEVEL VI	
SUPPORT STAFF II	\$75.00	Architect	\$159.00	Architect	\$262.00
SUPPORT STAFF III	\$103.00	Civil Engineer	\$195.00	Civil Engineer	\$295.00
SUPPORT STAFF IV	\$110.00	Electrical Engineer	\$190.00	Electrical Engineer	\$307.00
SUPPORT STAFF V	\$122.00	Interior Designer	\$142.00	Interior Designer	\$226.00
SUPPORT STAFF VI	\$132.00	Landscape Architect	\$153.00	Landscape Architect	\$244.00
PROFESSIONAL LEVEL I		Mechanical Engineer	\$181.00	Mechanical Engineer	\$294.00
Architect	\$129.00	Structural Engineer	\$188.00	Structural Engineer	\$282.00
Civil Engineer	\$141.00	Survey Tech	\$146.00	Professional Land Surveyor	\$228.00
Electrical Engineer	\$144.00	Other Professional	\$140.00	Other Professional	\$222.00
Interior Designer	\$123.00	PROFESSIONAL LEVEL IV		PROFESSIONAL LEVEL VII	
Landscape Architect	\$123.00	Architect	\$194.00	Architect	\$336.00
Mechanical Engineer	\$135.00	Civil Engineer	\$227.00	Civil Engineer	\$352.00
Structural Engineer	\$135.00	Electrical Engineer	\$223.00	Electrical Engineer	\$352.00
Survey Tech	\$115.00	Interior Designer	\$155.00	Interior Designer	\$253.00
Other Professional	\$121.00	Landscape Architect	\$166.00	Landscape Architect	\$336.00
PROFESSIONAL LEVEL II		Mechanical Engineer	\$213.00	Mechanical Engineer	\$336.00
Architect	\$140.00	Structural Engineer	\$217.00	Structural Engineer	\$352.00
Civil Engineer	\$158.00	Survey Tech	\$177.00	Professional Land Surveyor	\$274.00
Electrical Engineer	\$163.00	Other Professional	\$165.00	Other Professional	\$336.00
Interior Designer	\$129.00	PROFESSIONAL LEVEL V			
Landscape Architect	\$129.00	Architect	\$236.00		
Mechanical Engineer	\$155.00	Civil Engineer	\$274.00		
Structural Engineer	\$153.00	Electrical Engineer	\$272.00		
Survey Tech	\$125.00	Interior Designer	\$187.00		
Other Professional	\$127.00	Landscape Architect	\$202.00		
		Mechanical Engineer	\$259.00		
		Structural Engineer	\$262.00		
		Professional Land Surveyor	\$206.00		
		Other Professional	\$184.00		

CHICKASHA

Meeting Type: CMAA Agenda 7-1-2024

Meeting Date: 7/1/2024

Department: Administration

Agenda Item No. 4.c.

AGENDA ITEM: Discussion, consideration, and possible action to authorize the installation of electric poles at the Chickasha Municipal Airport for an amount not to exceed \$10,271.17 and authorize the Chairman to execute the Agreement.

I. BACKGROUND/DESCRIPTION:

Installation of electric poles by PSO to the hangars at the Municipal Airport will cost \$10,271.17. However, 40% of the cost will be refunded to the Municipality at the end of the grant process.

II. RECOMMENDED ACTION:

Authorize the installation of electric poles at the Chickasha Municipal Airport for an amount not to exceed \$10,271.17 and authorize the Chairman to execute the Agreement.

III. FISCAL INFORMATION -

IV. FUND INFORMATION:

Dept. Director: Darren Martin, Airport Manager	Fund	Account	Amount
	(To)		
	FUND	ACCOUNT	AMOUNT
Meeting Date: July 1, 2024	(From)		

V. ATTACHMENTS:

- 20240628153004297

Public Service Company of Oklahoma

Contribution-In-Aid-Of-Construction Agreement For Electric Distribution Service

Chickasha Airport
Service: BEECHCRAFT
Chickasha, OK

Contract #: DWMS00000605455

Work Request #: 87626177

Date: 6/19/2024

The Customer has requested the installation of electric distribution facilities (hereinafter referred to as "Basic Service") as follows: provide single phase 120/240 volt service.

Additionally, the Customer has requested Premium Service as follows:

Public Service Company of Oklahoma (hereinafter referred to as "Company") agrees to install single phase underground primary conductor, set pad mounted transformer, and install underground secondary conductors to provide above said service.

Customer agrees to sign CIAC, pay invoice of \$10271.17, provide easement, install trench, conduit, and meter bases at agreed upon locations to PSO specifications.

In accordance with the Company's terms and conditions as filed with the Oklahoma Corporation Commission the Customer agrees to pay Public Service Company of Oklahoma as follows.

1. \$10,271.17 is the total up-front Contribution-In-Aid-Of-Construction.

All facilities installed by the Company will be and remain property of the Company. The Company expressly retains the right to use said lines and equipment for any purpose which Company deems advisable, including the distribution of electric service to other customers.

It is understood and agreed that the Company will not begin facilities construction until all Contribution-In-Aid-Of-Construction costs for Basic and Premium Services outlined above are received by the Company.

It is understood and agreed that this agreement, and particularly the amounts of the Contribution-In-Aid-Of-Construction contained herein, are based on the specifics of the Customer's request for distribution electric facilities.

Other utilities may have lines and/or equipment that utilize American Electric Power's pole or other facilities. American Electric Power is not responsible for the installation, relocation or removal of lines and/or equipment owned by other utilities at this location. Each utility is responsible for its own equipment and the time it takes to install, remove or relocate it. Any fees charged by other utilities are the responsibility of the customer, not American Electric Power. The customer is responsible for contacting the other utilities and making arrangements with them for any work that must be done to facilitate this contract.

If the Customer's request for facilities is altered or the Customer requests a delay or otherwise is unable to take service by 09/17/2024, the Company reserves the right to adjust the amount of the Contribution-In-Aid-Construction to reflect either the alteration in requested facilities or the delay in service, or both. All dates for commencement and completion of construction are estimates only and do not represent guaranteed dates.

Nothing herein contained shall be construed as a waiver or relinquishment by Company or any right it has or may hereafter have to discontinue service for or on account of default in the payment of any bill owing or to become owing thereunder or for any reason or cause stated in the Company's Tariff.

The quoted price will be valid until 09/17/2024

By signing and returning this Agreement, Customer agrees to accept the above described terms and conditions.

Customer

Company

By

By

Signature:

Signature:

Title:

Title:

Date:

Date:

Charlie Eckhoff
Charlie Eckhoff
Engineer Tech
6-19-24

Please send signed agreement to:

American Electric Power
CIAC Payment Processing
PO Box 828
Lawton, OK 73502

Company No: 167

Bill To:
Chickasha Airport

Contract No: DWMS00000605455

Date: 6/19/2024

PRO FORMA

Customer No:

Purchase Order: 87626177

Description	Quantity	UOM	Init Amt	Net Amount
provide single phase 120/240 volt service.	1.0	EA	10,271.17	10,271.17

Amount Due: 10,271.17

Agreement instructions:

Step 1: A signed agreement is required regardless of how payment will be made. Email your signed agreement to your AEP Representative.

Step 2: Once the agreement has been processed, your AEP Representative will provide you with an invoice (**this may take 3-5 business days**).

Step 3: Follow payment instructions on bottom of invoice or customer payment option handout provided by your AEP representative.