

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
SEPTEMBER 3, 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 August 19, 2024, regular meeting.
 - b. Accept and ratify Pay Request No. 5 in the amount of \$26,961.00 - Construct 2-Box Hangars project to W.L. McNatt.
 - c. Accept and ratify Pay Request No. 5 in the amount of \$54,233.25 -- Construct T-Hangar project to Diversified Construction of Oklahoma, Inc.
 - d. Acceptance of the Claims List.
3. **Discussion/Approval of Items Removed from Consent Docket:**

4. Motion for Adjournment.

CHICKASHA

Meeting Type: CMAA Agenda 9-3-2024

Meeting Date: 9/3/2024

Department: City Clerk

Agenda Item No. 2.a.

AGENDA ITEM: Acceptance of the Minutes of the August 19, 2024, regular meeting.

I. BACKGROUND/DESCRIPTION:

II. RECOMMENDED ACTION:

Accept Minutes of the August 19, 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: September 3, 2024	(From)		

V. ATTACHMENTS:

1. CMAA Meeting Minutes 8-19-2024

CHICKASHA

Office of the City Clerk

August 19, 2024

The **REGULAR** meeting of the **CHICKASHA MUNICIPAL AIRPORT AUTHORITY** was held in the council chambers in city hall on the 19th day of August 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 9:26 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: Amanda Mullins, City Attorney
Rachel Bernish, Asst. City Manager
Susan M. McDaniel, City Clerk
Chief Music, Police Dept.
Jim Crosby, Public Works Director
Darren Martin, Chief Building Inspector
Lillie Huckaby, Library Director
Elaine Jensen, Finance Director
Spencer Winzenried, Parks & Rec Director
Shae Mortimer, Marketing and Civic Engagement Manager

ITEM 2. **Consent Docket: ITEM 2a – ITEM 2e.**

ITEM 2a. Acceptance of the Minutes of August 5, 2024, regular meeting.
ITEM 2b. Accept and ratify Pay Request No. 4 in the amount of
\$242,155.00 – Construct T-Hangar projects to Diversified
Construction of Oklahoma, Inc.

City of Chickasha

117 North 4th Street, Chickasha, OK 73018 • (405) 222-6001 • Susan.McDaniel@chickasha.org

The City of Chickasha is an equal opportunity employer and provider. For TDD/TTY assistance, please dial 711.

- ITEM 2c.** **Acceptance of Claims List.**
ITEM 2d. **Accept and ratify the Accounting Services Contract with**
 Crawford and Associates.
ITEM 2e. **Acceptance of the Financials for July 2024.**

*Motion by Trustee Boyd, second by Trustee Hebblethwaite to approve Items 2a – 2e.

Roll call vote:

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

"Nays:" None

"Abstain:" None

Motion carried. 9-0

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

No action taken on Item 3.

ITEM 4. **Motion to Adjourn.**

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

Meeting adjourned.

TIME: 9:26 PM

Approved this 3rd day of September 2024.

Zachary Grayson, Chairman

(ATTEST)

Susan M. McDaniel, CMC
City Clerk

CHICKASHA

Meeting Type: CMAA Agenda 9-3-2024

Meeting Date: 9/3/2024

Department: Administration

Agenda Item No. 2.b.

AGENDA ITEM: Accept and ratify Pay Request No. 5 in the amount of \$26,961.00 - Construct 2-Box Hangars project to W.L. McNatt.

I. BACKGROUND/DESCRIPTION:

II. RECOMMENDED ACTION:

III. FISCAL INFORMATION -

IV. FUND INFORMATION:

Dept. Director:

	Fund	Account	Amount
	(To)		
	FUND	ACCOUNT	AMOUNT
Meeting Date: September 3, 2024	(From)		

V. ATTACHMENTS:

1. 20240829165825165

APPLICATION AND CERTIFICATION FOR PAYMENT

AIA DOCUMENT G702

PAGE ONE OF 2

PAGES

TO OWNER: City of Chickasha
117 N 4th St
Chickasha, OK 73018

PROJECT: OAC-CHK-24H-S

APPLICATION NO: 5

Distribution to:

☒	OWNER
☒	ENGINEER
☒	CONTRACTOR
☐	
☐	

VIA ENGINEER: Parkhill

PERIOD TO: 7/30/2024

FROM CONTRACTOR:

W.L. McNatt

2000 E Britton Rd

Oklahoma City, Oklahoma 73131

CONTRACT FOR:

Construct 2-Box Hangers

PROJECT NOS:

CONTRACT DATE: 10/16/2023

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, is attached.

1. ORIGINAL CONTRACT SUM \$ 957,400.00
2. Net change by Change Orders 0.00
3. CONTRACT SUM TO DATE (Line 1 ± 2) \$ 957,400.00
4. TOTAL COMPLETED & STORED TO DATE \$ 922,524.50

5. RETAINAGE:
a. 5 % of Completed Work \$ 46,126.23
b. 5 % of Stored Material \$ 0.00

Total Retainage \$ 46,126.23
6. TOTAL EARNED LESS RETAINAGE \$ 876,398.27
(Line 4 Less Line 5 Total)
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate) \$ 849,437.27
8. CURRENT PAYMENT DUE \$ 26,961.00
9. BALANCE TO FINISH, INCLUDING RETAINAGE \$ 81,001.73
(Line 3 less Line 6)

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner		
Total approved this Month		
TOTALS	\$0.00	\$0.00
NET CHANGES by Change Order	\$0.00	

AIA DOCUMENT G702 APPLICATION AND CERTIFICATION FOR PAYMENT 1992 EDITION AIA © 1992

Users may obtain validation of this document by requesting a completed AIA Document D401 - Certification of Document's Authenticity from the Licensee.

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR:

By: W.L. McNatt Date: 8/6/24

State of: OKLAHOMA County of: OKLAHOMA
Subscribed and sworn to before me this 03/27/2023 day of August
Notary Public: Judith A. Baker # 00005475
My Commission expires: 03/27/2025



ENGINEER'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated. the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED: \$ 26,961.00

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)
ENGINEER:

By: John J. Baker Date: 08/07/2024

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

THE AMERICAN INSTITUTE OF ARCHITECTS, 1735 NEW YORK AVE., N.W. WASHINGTON, DC 20006-3292

Construct 2-Box Hangars OAC-CHK-24H-S		PAY REQUEST NO: 5		DATE: 8/2/2024		
Chickasha Municipal Airport		For Period Ending: 7/30/2024				
Item	Description	Contract		Total Work Completed		Quantity Remaining
		Quantity	Unit Price \$	Amount \$	Quantity	
Base Bid						
1	MOBILIZATION	1	LS \$ 42,800.00	\$ 42,800.00	0.90	\$ 38,520.00
2	LOW PROFILE FLAG AND FLASHER BARRICADES	1	LS \$ 11,000.00	\$ 11,000.00		\$ -
3	UNCLASSIFIED EXCAVATION AND EMBANKMENT	1	LS \$ 39,000.00	\$ 39,000.00	1.00	\$ 39,000.00
4	6" CRUSHED AGGREGATE BASE COURSE	570	SY \$ 17.00	\$ 9,690.00	535.00	\$ 9,095.00
5	6" ODOT CLASS AA P.C.C. SURFACE COURSE	550	SY \$ 62.00	\$ 34,100.00	522.45	\$ 32,391.90
6	CONSTRUCT 75'X75' BOX HANGAR	1	EA \$ 390,000.00	\$ 390,000.00	0.98	\$ 382,200.00
7	SOLID SLAB SODDING & WATERING UNTIL ESTABLISHED	900	SY \$ 6.00	\$ 5,400.00	900.00	\$ 5,400.00
8	THIRD PARTY INSURANCE	1	LS \$ -	\$ -	1.00	\$ -
Base Bid Total				\$531,990.00		\$506,606.90
Alternate No. 1						
9	UNCLASSIFIED EXCAVATION AND EMBANKMENT	1	LS \$ 15,000.00	\$ 15,000.00	1.00	\$ 15,000.00
10	6" CRUSHED AGGREGATE BASE COURSE	630	SY \$ 17.00	\$ 10,710.00	598.00	\$ 10,166.00
11	6" ODOT CLASS AA P.C.C. SURFACE COURSE	620	SY \$ 62.00	\$ 38,440.00	591.80	\$ 36,691.60
12	CONSTRUCT 75'X75' BOX HANGAR	1	EA \$ 360,000.00	\$ 360,000.00	0.98	\$ 352,800.00
13	SOLID SLAB SODDING & WATERING UNTIL ESTABLISHED	210	SY \$ 6.00	\$ 1,260.00	210.00	\$ 1,260.00
Alternate No. 1 Total				\$425,410.00		\$415,917.60
Base Bid + Alternate No. 1 Total				\$957,400.00		\$922,524.50

TOTAL WORK TO DATE:	\$922,524.50
LESS RETAINAGE @ 5%:	\$46,126.23
LESS PREVIOUS PAYMENTS RECOMMENDED:	\$849,437.27
PAYMENT RECOMMENDED THIS ESTIMATE:	\$26,961.00

Contractor:

W.L. McNatt

2000 E Britton Rd

Oklahoma City, Oklahoma 73131

Approved By:

Toby J. Baker

Parkhill

08/07/2024

Date

CHICKASHA

Meeting Type: CMAA Agenda 9-3-2024

Meeting Date: 9/3/2024

Department: Administration

Agenda Item No. 2.c.

AGENDA ITEM: Accept and ratify Pay Request No. 5 in the amount of \$54,233.25 -- Construct T-Hangar project to Diversified Construction of Oklahoma, Inc.

I. BACKGROUND/DESCRIPTION:

II. RECOMMENDED ACTION:

Accept and ratify Pay Request No. 5 in the amount of \$54,233.25 -- Construct T-Hangar project to Diversified Construction of Oklahoma, Inc.

III. FISCAL INFORMATION -

IV. FUND INFORMATION:

Dept. Director:

	Fund	Account	Amount
	(To)		
	FUND	ACCOUNT	AMOUNT
Meeting Date: September 3, 2024	(From)		

V. ATTACHMENTS:

1. 20240829171136853

PAYMENT APPLICATION

TO: City of Chickasha
117 N 4th St.
Chickasha, OK 73018
Attn:

PROJECT
NAME AND
LOCATION:

ARCHITECT: Parkhill

FROM: Diversified Construction of Okla., Inc.
6288 Boucher Dr.
Edmond, OK 73034

ARCHITECT: Parkhill
14101 Wireless Way, Ste. 350
Oklahoma City, OK 73134

FOR: AIP 3-40-0018-022-2023 | 2309039

APPLICATION # 5
PERIOD THRU: 08/16/2024
PROJECT #s: AIP 3-40-0018-022-2023
DATE OF CONTRACT: 10/16/2023
Distribution to:
☐ OWNER
☐ ARCHITECT
☐ CONTRACTOR

CONTRACTOR'S SUMMARY OF WORK

Application is made for payment as shown below. Continuation Page is attached.

1. CONTRACT AMOUNT		\$1,084,664.92
2. SUM OF ALL CHANGE ORDERS		\$0.00
3. CURRENT CONTRACT AMOUNT (Line 1 +/- 2)		\$1,084,664.92
4. TOTAL COMPLETED AND STORED (Column G on Continuation Page)		\$1,084,664.92
5. RETAINAGE:		
a. 0.00% of Completed Work (Columns D + E on Continuation Page)	\$0.00	
b. 0.00% of Material Stored (Column F on Continuation Page)	\$0.00	
Total Retainage (Line 5a + 5b or Column I on Continuation Page)		\$0.00
6. TOTAL COMPLETED AND STORED LESS RETAINAGE (Line 4 minus Line 5 Total)		\$1,084,664.92
7. LESS PREVIOUS PAYMENT APPLICATIONS		\$1,030,431.67
8. PAYMENT DUE		\$54,233.25
9. BALANCE TO COMPLETION (Line 3 minus Line 6)	\$0.00	

SUMMARY OF CHANGE ORDERS	ADDITIONS	DEDUCTIONS
Total changes approved in previous months	\$0.00	\$0.00
Total approved this month	\$0.00	\$0.00
TOTALS	\$0.00	\$0.00
NET CHANGES	\$0.00	

Contractor's signature below is his assurance to Owner, concerning the payment herein applied for, that: (1) the Work has been performed as required in the Contract Documents, (2) all sums previously paid to Contractor under the Contract have been used to pay Contractor's costs for labor, materials and other obligations under the Contract for Work previously paid for, and (3) Contractor is legally entitled to this payment.

CONTRACTOR: Diversified Construction of Okla., Inc.

By: [Signature] Date: 8.16.24
Chris Bright, Senior Project Manager, Owner
Notary Public, State of Oklahoma
Commission #13009143
My Commission Expires 10/3/2025
State of: Oklahoma
County of: Oklahoma
Subscribed and sworn to before me this 16th day of August, 2024
Notary Public: [Signature]
My Commission Expires: 10-3-2025

ARCHITECT'S CERTIFICATION

Architect's signature below is his assurance to Owner, concerning the payment herein applied for, that: (1) Architect has inspected the Work represented by this Application, (2) such Work has been completed to the extent indicated in this Application, and the quality of workmanship and materials conforms with the Contract Documents, (3) this Application for Payment accurately states the amount of Work completed and payment due therefor, and (4) Architect knows of no reason why payment should not be made.

CERTIFIED AMOUNT: \$54,233.25

(If the certified amount is different from the payment due, you should attach an explanation. Initial all the figures that are changed to match the certified amount.)

ARCHITECT: [Signature] Date: 08/20/2024
By: [Signature]
Neither this Application nor payment applied for herein is assignable or negotiable. Payment shall be made only to Contractor, and is without prejudice to any rights of Owner or Contractor under the Contract Documents or otherwise.

Construct T-Hangar AIP 3-40-0018-022-2023				PAY REQUEST NO: 4		8/12/2024
Chickasha Municipal Airport				For Period Ending: 7/31/2024		
Item	Description	Contract		Total Work Completed		Quantity Remaining
		Quantity	Unit Price \$	Quantity	Amount \$	
Base Bid						
1	MOBILIZATION	1	LS \$ 6,500.00	\$ 6,500.00	1.00	\$ 6,500.00 0.00
2	LOW PROFILE FLAG AND FLASHER BARRICADES	1	LS \$ 6,000.00	\$ 6,000.00	1.00	\$ 6,000.00 0.00
3	CONSTRUCT 8-UNIT NESTED T-HANGAR	1	LS \$ 931,688.58	\$ 931,688.58	1.00	\$ 931,688.58 0.00
4	THIRD PARTY INSURANCE	1	LS \$ -	\$ -	1.00	\$ - 0.00
Base Bid Total				\$944,188.58		\$944,188.58
Alternate No. 1						
5	CONSTRUCT ADDITIONAL T-HANGAR UNIT (UNIT 9)	1	LS \$ 54,348.04	\$ 54,348.04	1.00	\$ 54,348.04 0.00
Alternate No. 1 Total				\$54,348.04		\$54,348.04
Alternate No. 2						
6	CONSTRUCT ADDITIONAL T-HANGAR UNIT (UNIT 10)	1	LS \$ 86,128.30	\$ 86,128.30	1.00	\$ 86,128.30 0.00
Alternate No. 2 Total				\$86,128.30		\$86,128.30
Base Bid + Alternate No. 1 + Alternate No. 2 Total				\$1,084,664.92		\$1,084,664.92

TOTAL WORK TO DATE:	\$1,084,664.92
LESS RETAINAGE @ 5%:	\$0.00
LESS PREVIOUS PAYMENTS RECOMMENDED:	\$1,030,431.67
PAYMENT RECOMMENDED THIS ESTIMATE:	\$54,233.25

Contractor:
Diversified Construction of Oklahoma
6288 Boucher Drive
Edmond, OK 73034

Approved By:

Toby J. Baker

Parkhill

08/20/2024

Date

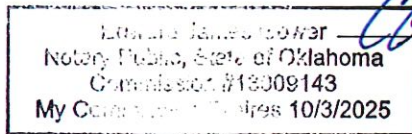
APPLICATION DATE:	16-Aug-2024
PERIOD TO:	16-Aug-2024
PROJECT NO:	2309039

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AFFIDAVIT FOR PAYMENT OF \$1,000.00 OR MORE

STATE OF Oklahoma)
) SS.
COUNTY OF Oklahoma)

Undersigned Contractor, lawful age, first duly sworn on oath, says this invoice/claim is true and correct. Affiant further states (work, services, or materials) as shown by this invoice/claim have been completed or supplied in accordance with Plans, Specifications, orders, or requests furnished affiant. Affiant further states (s)he made no payment directly/indirectly to any elected official, officer, or employee of the State of Oklahoma, and county or local subdivision of state, money, or any other thing of value to obtain payment.



[Signature]
(Contractor, Supplier, or Engineer)

Subscribes and sworn to before me this 16th day of August, 20 24.

[Signature]
(Notary Public, Clerk, or Judge)

My Commission Expires October 3, 20 25.

Note:

Attach a copy of this Affidavit to any invoice submitted by Architect, Contractor, Engineer, or Supplier for material of \$1,000.00 or more.

RELEASE

(Execute this form of release at Contract completion.)

KNOW ALL MEN BY THESE PRESENTS:

That Diversified Construction of Oklahoma, Inc.

hereinafter called Contractor, individually and collectively, have in consideration of the sum of One-million Eighty-four thousand Six-hundred Sixty-four Dollars & Ninety-two Cents

Dollars (\$ 1,084,664.92), (retained by Owner hereinafter described for exceptions yet to be performed by Contractor when such exceptions are performed) to us in hand paid by City of Chickasha, hereinafter called Owner, receipt whereof is hereby acknowledged, remised, released, and forever discharged, and by these presents do for heirs, executors, administrators, successors and assigns, remise, release, and forever discharge and said Owner and successors in office and heirs, executors, and administrators, of and from all, and all manner of action and actions, cause and causes of actions, suits, debts, dues, sums of money, accounts, reckonings, bonds, bills, specialties, covenants, contracts, controversies, executions, claims, and demands whatsoever in law or equity which against them, said Owner ever had, now have, or may have reason of contract entered into by and between Contractor and Owner dated October 16, 2023, which pertains to construction by Contractor for Owner, for Construct T-Hangar, AIP 3-40-0018-022-2023, at Chickasha Municipal Airport, Chickasha, Oklahoma including change orders covered therein.

This release includes any and all other work or material furnished in connection with such contract and building and other facilities.

Said Contractor(S), individually and collectively, hereby certify Contractor paid in full to each and every person, firm, partnership, corporation, joint venture, and subcontractor, for all labor and material used in performance of foregoing contract.

IN WITNESS WHEREOF, Contractor executed this release on the 16 day of August, 2024.


CONTRACTOR SIGNATURE

ATTEST:

 8/16/24

CHICKASHA



Meeting Type: CMAA Agenda 9-3-2024

Meeting Date: 9/3/2024

Department: Finance

Agenda Item No. 2.d.

AGENDA ITEM: Acceptance of the Claims List.

I. BACKGROUND/DESCRIPTION:

II. RECOMMENDED ACTION:

III. FISCAL INFORMATION -

IV. FUND INFORMATION:

Dept. Director:

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

Meeting Date:
September 3, 2024

V. ATTACHMENTS: