

AGENDA  
SHAWNEE AIRPORT AUTHORITY  
NOVEMBER 18, 2024 AT 6:00 PM  
COMMISSION CHAMBERS AT CITY HALL  
16 WEST 9TH STREET  
SHAWNEE, OKLAHOMA

Official action can only be taken on items which appear on the agenda. The public 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 public body may refer the matter to Staff or back to Committee or the recommending body. Under certain circumstances, items are deferred to a future date or stricken from the agenda entirely.

CALL TO ORDER

DECLARATION OF QUORUM

1. Consider approval of Consent Agenda:
  - a. Minutes from the October 21, 2024, regular meeting.
  - b. Acknowledge action taken by the Board of City Commission on Agenda Item No. 13(d) to appropriate funds to cover fuel expenses purchased in Fiscal Year 2024-2025 at Airport.
2. Presentation by Grayson Ardies, Executive Director of the Oklahoma Department of Aerospace and Aeronautics on the Proposed Capital Improvement Plan (CIP) for the Shawnee Regional Airport Fiscal Years 2025-2031.
3. Consideration of a Resolution authorizing the City Manager to accept a grant offer from the U.S. Department of Transportation Federal Aviation Administration (FAA) for the Reconstruct T-Hangar Taxilane project for the Shawnee Regional Airport. *(Deferred from October 21, 2024, Shawnee Airport Authority meeting.)*
4. New Business
5. Adjournment

Respectfully submitted,



Lisa Lasyone, MMC, City Clerk

The City of Shawnee encourages participation from its citizens in public meetings. If participation is not possible due to a disability, notify the City Clerk, in writing, at least forty-eight hours prior to the scheduled meeting, and necessary accommodations will be made. (ADA 28 CFR 36)

# DRAFT

## SHAWNEE AIRPORT AUTHORITY PROCEEDINGS

OCTOBER 21, 2024 AT 6:00 PM

The Shawnee Airport Authority of the City of Shawnee, County of Pottawatomie, State of Oklahoma, met in Regular Session in the Commission Chambers at City Hall, 16 West 9th Street, Shawnee, Oklahoma on Monday, October 21, 2024 at 6:00 PM, pursuant to notice duly posted as prescribed by law on Thursday, October 17, 2024, at 5:21 PM. Mayor Stephens presided and called the meeting to order. Upon roll call, the following members were in attendance.

Eric Stephens  
Chairman/Mayor

Daniel Matthews  
Trustee Ward 1

Greta Madson  
Trustee Ward 2

Chris Odneal  
Trustee Ward 3

Ashley Fichtner  
Trustee Ward 4

Mark Sehorn  
Trustee Ward 5

Lauren Richter  
Trustee Ward 6

ABSENT: None

### CALL TO ORDER

### DECLARATION OF QUORUM

#### 1. Consider approval of Consent Agenda:

- a. Minutes from the September 16, 2024, regular meeting.
- b. Acknowledge the Airport Advisory Board Minutes from the June 26, 2024, rescheduled regular meeting.
- c. Acknowledge the Schedule of Regular Meetings for 2025 for The Board of City Commissioners, The Board of Trustees of the Shawnee Airport Authority, and The Board of the Shawnee Municipal Authority.

A motion was made by Trustee Matthews, seconded by Trustee Sehorn, to

approve Consent Agenda Item Nos. 1(a-c). Motion carried 7-0-0.

AYE: Matthews, Sehorn, Richter, Madson, Odneal, Stephens, Fichtner

NAY: None

ABSTAIN: None

AGENDA ITEM NO. 5 MOVED BEFORE AGENDA ITEM NO. 2 BY POWER OF THE CHAIR.

## 5. Administrative Report:

### a. Capital Improvement Program Update - Bonnie Wilson, Airport Manager

Airport Manager Bonnie Wilson provided a presentation on the Capital Improvement Program Update for the Shawnee Regional Airport. Topics discussed included:

- Capital Improvement Program
- PAPI System (Precision Approach Path Indicator)
- Pavement Classification Rating
- Terminal Apron
- Southeast Development

## 2. Consideration of a Resolution authorizing the City Manager to accept a grant offer from the U.S. Department of Transportation Federal Aviation Administration (FAA) for the Reconstruct T-Hangar Taxiway project for the Shawnee Regional Airport.

Airport Manager Bonnie Wilson stated that the Shawnee Regional Airport is eligible for a grant under the Bipartisan Infrastructure Law (BIL) program, to support the reconstruction of a taxiway at the Shawnee Regional Airport. The BIL grant program provides for up to ninety-five percent (95%) of project costs and requires a local matching share of five percent (5%). Staff is seeking authorization for the City Manager to accept and execute any grant offers received from the Federal Aviation Association (FAA) to secure funds for the project. Discussion was held between the Commission and Staff.

A motion was made by Trustee Madson, seconded by Trustee Fichtner, to defer the item to the November 18, 2024, Shawnee Airport Authority meeting. Motion

carried 7-0-0.

AYE: Madson, Fichtner, Sehorn, Richter, Matthews, Odneal, Stephens

NAY: None

ABSTAIN: None

3. Consideration of a Resolution appointing the Oklahoma Department of Aerospace and Aeronautics (ODAA) to act as the Shawnee Airport Authority's (SAA) Agent as authorized in 3 O.S. § 85 for the development of the Shawnee Regional Airport's Five-Year Capital Improvement Program (CIP); for the ODAA, in its Agent capacity, to work with the SAA's Airport staff and Engineer of Record to develop necessary scopes, fees, and other project related documentation for presentation to the SAA to support the infrastructure projects that are a part of the CIP; and to require the ODAA to present the CIP to the SAA for review and approval prior to submitting the CIP to the Federal Aviation Administration (FAA).

Airport Manager Bonnie Wilson stated that the Shawnee Airport Authority (SAA) benefits from grant opportunities offered by the Oklahoma Department of Aerospace and Aeronautics (ODAA) and the Federal Aviation Administration (FAA). The SAA has the opportunity to formalize its relationship with the ODAA through the approval of a resolution to authorize the ODAA to act as an agent on behalf of the SAA for the development of the Shawnee Regional Airport's Five-Year Capital Improvement Program (CIP). If approved, the ODAA will work with the SAA's airport staff and engineer of record to develop scopes, fees, and other CIP documentation.

A motion was made by Trustee Richter, seconded by Trustee Matthews, to approve a Resolution appointing the Oklahoma Department of Aerospace and Aeronautics (ODAA) to act as the Shawnee Airport Authority's (SAA) Agent as authorized in 3 O.S. § 85 for the development of the Shawnee Regional Airport's Five-Year Capital Improvement Program (CIP); for the ODAA, in its Agent capacity, to work with the SAA's Airport staff and Engineer of Record to develop necessary scopes, fees, and other project related documentation for presentation to the SAA to support the infrastructure projects that are a part of the CIP; and to require the ODAA to present the CIP to the SAA for review and approval prior to submitting the CIP to the Federal Aviation Administration (FAA).

Resolution No. SAA-2024-2 was introduced.

A RESOLUTION OF THE SHAWNEE AIRPORT AUTHORITY APPOINTING

THE OKLAHOMA DEPARTMENT OF AEROSPACE AND AERONAUTICS (ODAA) TO ACT AS THE SHAWNEE AIRPORT AUTHORITY'S (SAA) AGENT AS AUTHORIZED IN 3 O.S. § 85 FOR THE DEVELOPMENT OF THE SHAWNEE REGIONAL AIRPORT'S FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM (CIP); FOR THE ODAA, IN ITS AGENT CAPACITY, TO WORK WITH THE SAA'S AIRPORT STAFF AND ENGINEER OF RECORD TO DEVELOP NECESSARY SCOPES, FEES, AND OTHER PROJECT RELATED DOCUMENTATION FOR PRESENTATION TO THE SAA TO SUPPORT THE INFRASTRUCTURE PROJECTS THAT ARE A PART OF THE CIP; AND TO REQUIRE THE ODAA TO PRESENT THE CIP TO THE SAA FOR REVIEW AND APPROVAL PRIOR TO SUBMITTING THE CIP TO THE FEDERAL AVIATION ADMINISTRATION (FAA).

Motion carried 7-0-0.

AYE: Richter, Matthews, Madson, Odneal, Stephens, Fichtner, Sehorn

NAY: None

ABSTAIN: None

4. Consideration of FY 2025 engagement with Kaplan Kirsch, LLP.

Airport Manager Bonnie Wilson stated Staff is requesting to engage the services of Peter Kirsch of the firm Kaplan Kirsch, LLC to advise the Shawnee Airport Authority relating to multiple issues, including but not limited to, the development and implementation of the Shawnee Regional Airport's (SAA) Five-Year Capital Improvement Plan (CIP).

A motion was made by Trustee Matthews, seconded by Trustee Sehorn, to approve a FY 2025 engagement with Kaplan Kirsch, LLP. Motion carried 7-0-0.

AYE: Matthews, Sehorn, Richter, Madson, Odneal, Stephens, Fichtner

NAY: None

ABSTAIN: None

6. New Business

There was no new business.

7. Adjournment

There being no further business to be considered, the meeting was adjourned by power of the Chair. (8:27 p.m.)

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ERIC STEPHENS, MAYOR  
CHAIRMAN

ATTEST:

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LISA LASYONE, MMC, CITY CLERK  
SECRETARY

**CITY OF SHAWNEE  
2024-2025 BUDGET AMENDMENT  
GIFTS & CONTRIBUTIONS**

**Estimated Revenue, Fund Balance, or Transfers IN**

| Fund Number | Account Number | Project Code | Line Item | Description                | Balance Before Amendment | Amount of Amendment Increase (Decrease) | Balance After Amendment |
|-------------|----------------|--------------|-----------|----------------------------|--------------------------|-----------------------------------------|-------------------------|
| 511         | 49010          |              |           | TRANSFER FROM GENERAL FUND | 230,230.00               | 180,000.00                              | 50,230.00               |
|             |                |              |           |                            |                          |                                         |                         |
|             |                |              |           |                            |                          |                                         |                         |
|             |                |              |           |                            |                          |                                         |                         |
|             |                |              |           |                            |                          |                                         |                         |
|             |                |              |           |                            |                          |                                         |                         |
|             |                |              |           | Total                      | 230,230.00               | 180,000.00                              | 50,230.00               |

**Appropriations**

| Fund Number | Account Number | Project Code | Line Item | Description              | Balance Before Amendment | Amount of Amendment Increase (Decrease) | Balance After Amendment |
|-------------|----------------|--------------|-----------|--------------------------|--------------------------|-----------------------------------------|-------------------------|
|             |                |              |           |                          |                          |                                         |                         |
| 511         | 5-0120-52170   |              |           | LOW LEAD 100 OCTANE FUEL | -                        | 50,000.00                               | 50,000.00               |
| 511         | 5-0120-52180   |              |           | JET A FUEL               | -                        | 30,000.00                               | 30,000.00               |
| 511         | 5-0120-54200   |              |           | CAPITAL OUTLAY           | -                        | 100,000.00                              | 100,000.00              |
|             |                |              |           |                          |                          |                                         |                         |
|             |                |              |           |                          |                          |                                         |                         |
|             |                |              |           |                          |                          |                                         |                         |
|             |                |              |           |                          |                          |                                         |                         |
|             |                |              |           |                          |                          |                                         |                         |
|             |                |              |           |                          |                          |                                         |                         |
|             |                |              |           |                          |                          |                                         |                         |
|             |                |              |           |                          |                          |                                         |                         |
|             |                |              |           |                          | -                        | -                                       | -                       |
|             |                |              |           |                          | -                        | 180,000.00                              | 180,000.00              |

Approved by the City Commission this \_\_\_\_\_

Explanation of Budget Amendment:

To appropriate funds for fuel & capital outlay expenditures in FY25.

Approved: \_\_\_\_\_

Mayor \_\_\_\_\_

Attest: \_\_\_\_\_

City Clerk \_\_\_\_\_

Posted By \_\_\_\_\_ Date \_\_\_\_\_ BA# \_\_\_\_\_ Pkt.# \_\_\_\_\_

**From:** [Bonnie Wilson](#)  
**To:** [Kimberly Smith](#)  
**Subject:** Fuel Numbers  
**Date:** Thursday, November 7, 2024 6:29:45 PM  
**Attachments:** [image001.png](#)

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Kim –

Thank you so much for helping to shift the budget numbers around. I scratched my head to determine what you might be asked and ran up the numbers below, so you have them just in case. With any luck at all simply telling them that we are ahead of budget on selling fuel and need to buy more will do it!

Bonnie

First Quarter Fiscal Year 25 over First Quarter Fiscal Year 24 we are selling more fuel of both types.

|                 | AvGas        |             | Jet A        |             |
|-----------------|--------------|-------------|--------------|-------------|
|                 | Gallons Sold | Sales       | Gallons Sold | Sales       |
| <b>1QFY24</b>   | 6,213.74     | \$35,907.61 | 8,280.53     | \$44,333.91 |
| <b>1QFY25</b>   | 6,472.82     | \$36,303.90 | 10,869.37    | \$53,596.21 |
| <b>Variance</b> | 259.08       | \$396.29    | 2,588.84     | \$9,262.30  |

Other possibly useful information:

1. Current wholesale prices per gallon:
  - a. AvGas/100 LL \$3.85
  - b. Jet A \$2.96
2. Retail Prices we are charging this week that may change by the time we meet with the SAA...
  - a. AvGas/100 LL \$5.90/gallon
  - b. Jet A \$5.00/gallon
3. Purchases to date this fiscal year
  - a. AvGas/100 LL \$31,177 (8,000 gallons)
  - b. Jet A \$24,511 (8,000 gallons)
4. Prior Years

|              |       |           |
|--------------|-------|-----------|
| AvGas/100 LL | FY 24 | \$73,884  |
| Jet A        | FY 24 | \$78,954  |
| AvGas/100 LL | FY 23 | \$114,071 |
| Jet A        | FY 23 | \$123,448 |
| AvGas/100 LL | FY 22 | \$106,916 |

Jet A

FY 22

\$140,317



Bonnie A. Wilson, CM  
Airport Manager  
2202 Airport Drive  
Shawnee, OK 74804

Main: (405) 878-1633  
Direct: (405) 878-1532  
Cell: (601) 715-8701

## 7 Year Capital Improvement Plan (CIP)

Airport Name (Loc ID), ST: Shawnee Regional Aripport (SNL) - Shawnee, OK

**CIP START YEAR: 2025**

|                                                |           |                                      |                        |              |
|------------------------------------------------|-----------|--------------------------------------|------------------------|--------------|
| 2022 NPE (Expires FY25)                        | \$159,000 | 2022 AIG (Expires FY25)              | Federal Share          | 90%          |
| 2023 NPE (Expires FY26)                        | \$145,000 | 2023 AIG (Expires FY26)              | 100% PREP Funds        | \$ 6,500,000 |
| \$150,000 2024 NPE (Expires FY27)              | \$144,000 | 2024 AIG (Expires FY27)              | Available through ODAA |              |
| \$150,000 2025 NPE (for planning through 2030) | \$144,000 | 2025 AIG (for planning through 2026) |                        |              |

**ESTIMATES BELOW ARE ROUGH ORDER OF MAGNITUDE ESTIMATES NOT BASED ON DETAILED COST BREAKDOWNS**

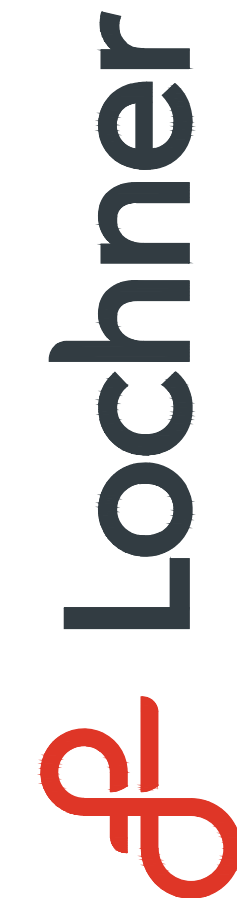
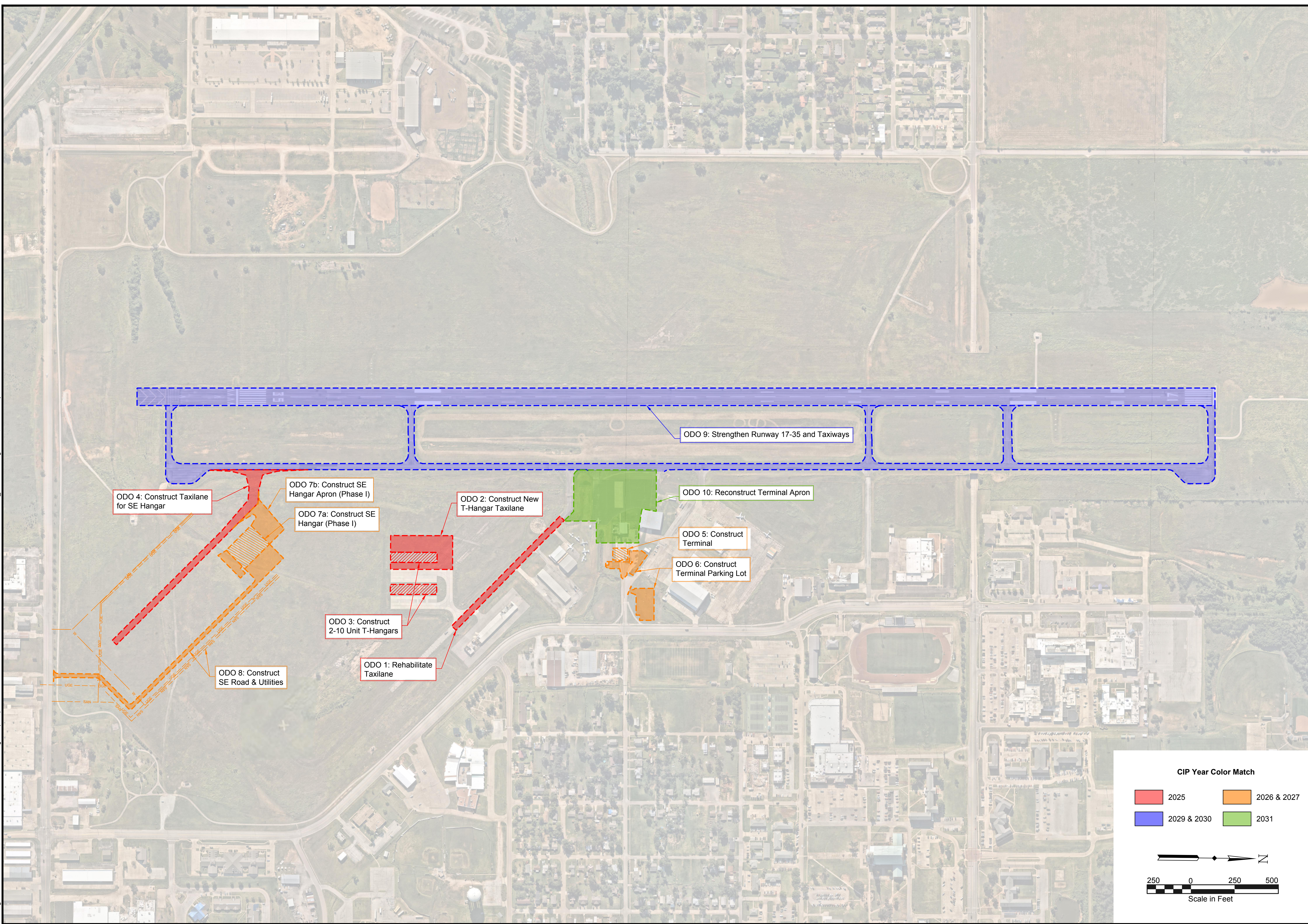
Version: Oct 2024

| Fed<br>FY          | Available         |           | Funding<br>Source | Data Sheet - Project Component/Phase                            | Estimated<br>Cost                                  | Funding Plan           |              |                |              |              |             |             |
|--------------------|-------------------|-----------|-------------------|-----------------------------------------------------------------|----------------------------------------------------|------------------------|--------------|----------------|--------------|--------------|-------------|-------------|
|                    | NPE               | AIG       |                   |                                                                 |                                                    | NPE                    | AIG          | Additional AIP | Other        | Match        |             |             |
| 2025               | \$300,000         | \$592,000 | BIL               | ODO 1: Rehabilitate Taxilane (Design & Construction)            | FAA 95%-5%                                         | \$250,000              |              | \$237,500      |              |              | \$12,500    |             |
|                    |                   |           | AIP/BIL           | ODO 2: Construct New T-Hangar Taxilane (Design & Construction)  | FAA 95%-5% & ODAA 95%-5%                           | \$1,755,000            | \$300,000    | \$354,500      |              | \$1,012,750  | \$87,750    |             |
|                    |                   |           | State             | ODO 3: Construct 2-10 Unit T-Hangar (Design & Construction)     | ODAA 40%-60%                                       | \$2,200,000            |              |                |              | \$880,000    | \$1,320,000 |             |
|                    |                   |           | State             | ODO 4: Construct Taxilane for SE Hangar (Design & Construction) | ODAA 95%-5%                                        | \$2,730,000            |              |                |              | \$2,593,500  | \$136,500   |             |
|                    | Total = \$892,000 |           |                   |                                                                 |                                                    |                        |              |                |              |              |             |             |
|                    |                   |           | Remaining Funds   |                                                                 |                                                    | 2025 Annual Subtotals: | \$6,935,000  | \$300,000      | \$592,000    |              | \$4,486,250 | \$1,556,750 |
| 2026               | \$150,000         | \$144,000 | State             | ODO 5: Construct Terminal (Design & Construction)               | ODAA 50%-50%, ODAA Share NTE \$1,000,000           | \$3,825,000            |              |                |              |              | \$1,000,000 | \$2,825,000 |
|                    |                   |           | State             | ODO 6: Construct Terminal Parking Lot (Design)                  | ODAA 95%-5%                                        | \$100,000              |              |                |              |              | \$95,000    | \$5,000     |
|                    |                   |           | State             | ODO 7: Construct SE Hangar & Apron Phase I (Design)             | ODAA PREP 100%-0%                                  | \$400,000              |              |                |              |              | \$400,000   |             |
|                    |                   |           | State             | ODO 8: Construct SE Road & Utilities (Design)                   | ODAA 95%-5%                                        | \$225,000              |              |                |              |              | \$213,750   | \$11,250    |
|                    | Total = \$294,000 |           |                   |                                                                 |                                                    |                        |              |                |              |              |             |             |
|                    | \$150,000         | \$144,000 | Remaining Funds   |                                                                 |                                                    | 2026 Annual Subtotals: | \$4,550,000  |                |              |              | \$1,708,750 | \$2,841,250 |
| 2027               | \$300,000         | \$144,000 | State             | ODO 6: Construct Terminal Parking Lot (Construction)            | ODAA 95%-5%                                        | \$827,000              |              |                |              |              | \$785,650   | \$41,350    |
|                    |                   |           | State             | ODO 7a: Construct SE Hangar Phase I (Construction)              | ODAA PREP 100%-0%                                  | \$5,690,000            |              |                |              |              | \$5,690,000 |             |
|                    |                   |           | State             | ODO 7b: Construct SE Hangar Apron Phase I (Construction)        | ODAA PREP \$410,000 @ 100%-0% & \$825,500 @ 95%-5% | \$1,235,500            |              |                |              |              | \$1,194,225 | \$41,275    |
|                    |                   |           | State             | ODO 8: Construct SE Road & Utilities (Construction)             | ODAA 95%-5%                                        | \$1,650,000            |              |                |              |              | \$1,567,500 | \$82,500    |
| Total = \$444,000  |                   |           |                   |                                                                 |                                                    |                        |              |                |              |              |             |             |
|                    | \$300,000         | \$144,000 | Remaining Funds   |                                                                 |                                                    | 2027 Annual Subtotals: | \$9,402,500  |                |              |              | \$9,237,375 | \$165,125   |
| 2028               | \$450,000         | \$144,000 | Carryover         | Rollover Funds                                                  |                                                    |                        |              |                |              |              |             |             |
|                    |                   |           |                   |                                                                 |                                                    |                        |              |                |              |              |             |             |
|                    |                   |           |                   |                                                                 |                                                    |                        |              |                |              |              |             |             |
| Total = \$594,000  |                   |           |                   |                                                                 |                                                    |                        |              |                |              |              |             |             |
|                    | \$450,000         | \$144,000 | Remaining Funds   |                                                                 |                                                    | 2028 Annual Subtotals: |              |                |              |              |             |             |
| 2029               | \$600,000         | \$144,000 | AIP/BIL           | ODO 9: Strengthen Runway 17-35 and Taxiways (Design)            | FAA & ODAA 90%-5%-5% CDS Funding                   | \$1,000,000            | \$600,000    | \$144,000      | \$156,000    | \$50,000     | \$50,000    |             |
|                    |                   |           |                   |                                                                 |                                                    |                        |              |                |              |              |             |             |
|                    |                   |           |                   |                                                                 |                                                    |                        |              |                |              |              |             |             |
| Total = \$744,000  |                   |           |                   |                                                                 |                                                    |                        |              |                |              |              |             |             |
|                    |                   |           | Remaining Funds   |                                                                 |                                                    | 2029 Annual Subtotals: | \$1,000,000  | \$600,000      | \$144,000    | \$156,000    | \$50,000    | \$50,000    |
| 2030               | \$150,000         |           | AIP               | ODO 9: Strengthen Runway 17-35 and Taxiways (Construction)      | FAA & ODAA 90%-5%-5% CDS Funding                   | \$11,000,000           | \$150,000    |                | \$9,750,000  | \$550,000    | \$550,000   |             |
|                    |                   |           |                   |                                                                 |                                                    |                        |              |                |              |              |             |             |
|                    |                   |           |                   |                                                                 |                                                    |                        |              |                |              |              |             |             |
| Total = \$150,000  |                   |           |                   |                                                                 |                                                    |                        |              |                |              |              |             |             |
|                    |                   |           | Remaining Funds   |                                                                 |                                                    | 2030 Annual Subtotals: | \$11,000,000 | \$150,000      |              | \$9,750,000  | \$550,000   | \$550,000   |
| 2031               | \$150,000         |           | AIP               | ODO 10: Reconstruct Terminal Apron (Design)                     | FAA & ODAA 90%-5%-5% CDS Funding                   | \$500,000              | \$150,000    |                | \$300,000    | \$25,000     | \$25,000    |             |
|                    |                   |           |                   |                                                                 |                                                    |                        |              |                |              |              |             |             |
|                    |                   |           |                   |                                                                 |                                                    |                        |              |                |              |              |             |             |
| Total = \$150,000  |                   |           |                   |                                                                 |                                                    |                        |              |                |              |              |             |             |
|                    |                   |           | Remaining Funds   |                                                                 |                                                    | 2030 Annual Subtotals: | \$500,000    | \$150,000      |              | \$300,000    | \$25,000    | \$25,000    |
| 7 Year CIP Totals: |                   |           |                   |                                                                 |                                                    | \$33,387,500           | \$1,200,000  | \$736,000      | \$10,206,000 | \$16,057,375 | \$5,188,125 |             |

Sponsor Name & Title: \_\_\_\_\_

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

Drawing Name: I:\A\GENAIRPORTS\OKLAHOMA\Shawnee Regional (SNL)\ACIP\FY 2026-2030 ACIP\ODO Sketches\KSNL ODO DRAWINGS-2025-2031\_11-8-2024.dwg Nov 13, 2024 - 2:44pm



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Oklahoma City, OK 73118  
P 405.748.6651  
www.hwlochner.com

CITY OF SHAWNEE, OKLAHOMA

SHAWNEE REGIONAL AIRPORT  
SHAWNEE, OKLAHOMA

|             |            |
|-------------|------------|
| PROJECT NO. |            |
| DRAWN BY    | DATE       |
| AM          | 08/16/2024 |
| CHECKED BY  | DATE       |
| PJB         | 08/30/2024 |
| DESIGNED BY | DATE       |
| RAG         | 08/16/2024 |
| REVISIONS   | DATE       |

OVERALL  
DEVELOPMENT  
OBJECTIVES

1

**TASK ORDER (01) AGREEMENT (the "Agreement")**

Owner: **Shawnee Airport Authority on behalf of the City of Shawnee**

Client: **Shawnee Regional Airport (SNL)**

Consultant: **H.W. Lochner, Inc. ("Lochner")**

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

Referenced Master-On-Call (MOC) Agreement: **City of Shawnee – 5-Year MOC (23192) Agreement Dated July 17, 2024.**

Task Order Project: **Task Order 01 – Construct Taxilane for T-Hangar and Rehabilitate Existing Taxilane at Shawnee Regional Airport (SNL).**

Lochner and the Client (collectively, the "Parties" and individually, a "Party") agree as follows:

**1. Task Order Agreement.** This Agreement is a contract between Lochner (Consultant) and the City of Shawnee (Client) for Consultant to perform architectural and engineering design and bidding services outlining the scope, schedule and fee on the Project. This Task Order assumes the terms and conditions of the above referenced MOC Agreement.

**Article I  
Scope of Services**

WHEREAS, the Owner has agreed to employ the Consultant to provide the engineering services required by performing topographical surveys, geotechnical investigations, and for preparing engineer's, designs, construction plans, contract documents/technical specifications, tabulation of construction quantities, engineer's opinion of probable construction cost, schedule, and project budget. The Consultant shall also assist the Owner with bidding and administrative services including updating the Owner's DBE Program and Title VI Program. The Owner may add to this Agreement by Supplement the additional services for construction administration, construction observation, construction materials acceptance testing, and construction closeout services for the proposed Project upon completion of the Design Phase services.

*Assumptions, Clarifications, and Exclusions (refer to attached project exhibit):*

- 1. The existing taxilane will be rehabilitated by means of a crack seal and seal coat with isolated asphalt patching repairs. Two seal coat materials will be bid as alternates, P-608 and P-629. P-630 or P-631 may not be used per AC 150/5370-10H.*
- 2. Pavement markings will be installed in accordance with applicable FAA ACs and the existing taxilane centerline reflectors will be removed and reinstalled to their original configuration prior to the rehabilitation project.*
- 3. The taxilane for the T-Hangar will be designed to accommodate a 10-Unit Full Nested T-Hangar with 48 ft. doors. The basis of design will be a Fulfab Model LK48 Full Nested T-Hangar.*
- 4. The basis of geometric and pavement design will be for aircraft capable of being stored in the Fulfab Model LK48 Full Nested T-Hangar.*
- 5. Project will be a Design & Construction FAA BIL Grant and a Design & Construction ODAA Grant.*
- 6. It is assumed that the total federal funds requested will be over \$250,000 and DBE goal will be required.*

7. *It is assumed that all federal provisions will apply to the contract as a whole regardless of funding source. The division of the construction specification and/or federal provisions in regards to funding source, may be added to this agreement via supplement.*
8. *It is assumed that the aircraft that will be utilizing the T-Hangars will be less than or equal to 30,000 pounds. Per the permissive language as provided in the note to the engineer in AC 150/5370-10H, "Standards for Specifying Construction of Airports", for Item P-501 the use of Oklahoma Department of Transportation (ODOT) materials, construction methods, and acceptance per the ODOT specifications for Portland Cement Concrete Pavement will be pursued for use in the project without the submission of a formal Modification of Standard (MOS) per the permissive language as provided in 150/5370-10H. If a formal MOS is deemed to be required by FAA this work may be added to this agreement via supplement*
9. *A pavement design will be completed as a part of this scope of services.*
10. *An underdrain system will be incorporated to help protect the pavement from subsurface drainage.*
11. *The existing taxilanes currently do not have any edge lighting or signage. Lighting and Signage is not anticipated to be required for the taxilane and is excluded from this scope of services.*
12. *Grading and drainage will be designed to meet FAA criteria.*
13. *Project will be bid as singular project and will not be included in or as part of any other project bidding at that time.*

*If any item listed above is deemed to be required, it may be added to this agreement as a supplemental agreement.*

All services will be performed in accordance with good engineering practice and applicable published design criteria of the FAA, primarily FAA Advisory Circulars.

- AC 150/5300-13B "Airport Design, Chg.1" dated 08/16/2024
- AC 150/5320-5D "Airport Drainage Design" dated 08/15/2013
- AC 150/5320-6G "Airport Pavement Design and Evaluation" dated 06/07/2021
- AC 150/5340-1M "Standards for Airport Markings" dated 05/10/2019
- AC 150/5370-2G "Operational Safety on Airports During Construction" dated 12/13/2017
- Advisory Circular 150/5370-10H "Standards for Specifying Construction of Airports" dated 12/21/2018
- Oklahoma DOT Specifications, where permissible

The following is a detailed description of the specific engineering services that are a duty of this Agreement.

## **A. BASIC SERVICES**

### **1. Preliminary Phase**

- a. Coordination with the Owner and FAA regarding Project scope, schedule, and budget.
- b. Attend and Present at Airport Advisory Board Meeting
- c. Onsite scoping meeting with ODAA, City and Airport.

- d. Prepare scope of services associated with topographical survey and subconsultant agreements.
  - e. Prepare scope of services associated with geotechnical investigation services and subconsultant agreements.
  - f. Prepare scope of services associated with Disadvantaged Business Enterprise (DBE) subconsultant agreement.
  - g. Update the Sponsor's 5-year Capital Improvement Program and Overall Development Objective sheet to reflect the project and submit to FAA for approval.
2. Design Phase – Engineer's Design Report (EDR) – *An EDR will not be performed as part of this scope of work. If an EDR is deemed to be required, this service may be added to this agreement as a supplemental agreement.*
3. Design Phase – Plans and Specifications
- a. Prepare Construction Plans and Contract Documents/Technical Specifications for the Project.
    - 1) Prepare Construction Plans for the Project. The Construction Plans will generally include the following:
      - Title Sheet (1 Sheet)
      - General Airport Layout Plan and General Notes (1 Sheet)
      - Construction Safety and Phasing Plan (1 Sheet)
      - Construction Safety and Phasing Plan Notes and Details (3 Sheets)
      - Summary of Quantities and Pay Item Notes (1 Sheet)
      - Typical Sections (1 Sheet)
      - Demolition Plan (1 Sheet)
      - Taxilane Rehabilitation Plan Sheet (1 Sheet)
      - Taxilane Plan and Profile Sheets (2 Sheets)
      - Spot Elevations (2 Sheets)
      - PCC Joint Layout and Plans (2 Sheets)
      - PCC Joint Details (1 Sheet)
      - Grading Plan Erosion Control Plans (2 Sheets)
      - Grading and Erosion Control Details (1 Sheet)
      - Pavement Marking Plans (1 Sheet)
      - Pavement Marking Details (1 Sheet)
      - Drainage details (1 Sheet)
      - Miscellaneous Details (1 Sheet)
      - Cross Sections (3 Sheets)

- 2) Prepare Contract Documents/Technical Specifications that are in accordance with FAA criteria and satisfy project specific needs. The specifications shall be developed using FAA Advisory Circular 150/5370-10H, and where permissible, Oklahoma DOT Specifications.
  - 3) Submit preliminary (90% completion) Construction Plans, Contract Documents/Technical Specifications, updated engineer's opinion of probable construction cost, and Project budget to the Owner, ODAA, and FAA for review and comment. PDF copies will be submitted electronically with hard copies provided upon request.
  - 4) Finalize Construction Plans, and Contract Documents/Technical Specifications with consideration of preliminary review comments.
  - 5) Submit Final Construction Plans and Contract Documents/Technical Specifications to the Owner and the FAA for final approval and authorization to advertise. PDF copies will be submitted electronically with hard copies provided upon request.
4. Bidding Phase
- a. Assist the Owner with advertisement for bids. The Consultant shall prepare the advertisement and send the "Notice to Bidders" to prospective Contractors. (The Owner shall place the advertisement in the appropriate media.)
  - b. Print and distribute Construction Plans and Contract Documents/Technical Specifications to plan holding houses and prospective Bidders.
  - c. Answer prospective bidder questions (RFIs), clarify points, and issue addenda as necessary pertaining to the Construction Plans and Contract Documents/Technical Specifications during the Bidding Phase.
  - d. Prepare meeting agenda and attend one pre-bid conference at the Shawnee Regional Airport.
  - e. Prepare and issue addenda during the Bidding Phase as required. For budgeting purposes, an estimated three (3) addenda are assumed to be issued during the bidding phase.
  - f. The Consultant will attend the bid opening in the City of Shawnee and assist the Owner with receipt of bids.
  - g. Tabulate and analyze bid results, prepare comparison of bids versus Project budget/available funding, review Contractor's qualifications and DBE subcontractor's list provided by the Contractor, and prepare a letter of recommendation to award based on the lowest, responsive, and responsible bidder.

## **B. SPECIAL SERVICES**

### **1. Administrative Assistance**

- a. Prepare a funding breakout of the project cost and the items to be funded by the FAA and ODAA grants.
  - b. Prepare one (1) FAA construction grant application to include forms SF-424 and 5100-100. Prepare one (1) ODAA construction grant application.
  - c. Prepare Notice of Award Letter for Apparent Low Bidder.
  - d. Prepare FAA sponsor certifications to accompany the construction grant application.
  - e. Assist the Owner with execution and submitting of the grant application and sponsor certifications to FAA.
  - f. Prepare and submit FAA Form 7460 for project limits identified in the CSPP.
  - g. Assist the Owner in preparation of Invoice Summary forms as required for requests for reimbursement.
  - h. Assist the Owner in preparation of Owner Quarterly Performance Reports for submittal to the FAA Airports Division on a quarterly basis for the duration of the Project.
2. Field Survey – Engineering Design

Lochner's Subconsultant, Frontier Land Surveying, to perform field surveys as required for the Project. Reference the blue area in the attached Survey Scope Exhibit for the survey scope of services.

3. Pavement and Geotechnical Investigation

Lochner's Subconsultant, Terracon Consultants Inc, to perform pavement and geotechnical investigations for the Project. Reference the attached Geotechnical Investigation Scope Exhibit for the geotechnical scope of services. *Lochner will provide one (1) day of escorting, if additional days are needed, they may be added to this agreement as a supplemental agreement.*

4. Permitting / CATEX Checklist

- a. Assist the Owner in preparation of Notice of Intent land disturbance permit for submittal to ODEQ.
- b. Prepare NEPA documentation to include a Categorical Exclusion checklist and coordinating with regulatory agencies.
- c. Documented Categorical Exclusion (CATEX)
  1. The CATEX documentation for the will determine potential significant impacts associated with the construction of the taxilane and grading operations.
- d. *A Phase I and/or Phase II cultural resource survey, as well as an Archaeological Survey is not included in this scope of work. If a Phase I and/or Phase II cultural resource survey,*

*as well as an Archaeological Survey is deemed to be required by FAA this service may be added to this agreement as a supplemental agreement.*

- e. It will be the responsibility of the Contractor to prepare a Storm Water Pollution Prevention Plan (SWPPP) for the construction project to be retained on site.*
- f. It will be the responsibility of the contractor to apply for and obtain Notice of Intent and Notice of Termination through Oklahoma Department of Environmental Quality.*

## 5. Update DBE Program

- a. Prepare DBE Program and Goal Update for FY 2025 – 2027 per guidelines acceptable by the Civil Rights Division of the FAA.
- b. Prepare Title VI Plan per guidelines acceptable by FAA.
- c. Develop a schedule for development of the DBE Program Update for delivery to the Civil Rights Division of the FAA.
- d. Provide the Owner with one (1) copy of the completed DBE Program Update. An electronic copy will be submitted to the Civil Rights Division of the FAA, as this is their preferred method of receipt.
- e. Provide a sample copy of required legal announcements to the Owner.
- f. Provide assistance to aid the Owner in understanding their responsibilities in the administration of the DBE Program.

## ARTICLE II TIME SCHEDULE

The Consultant agrees to proceed with the services immediately upon receipt of a written Notice to Proceed (NTP) by the Owner, and to employ such personnel as required to complete the Scope of Services in accordance with the following time schedule:

### **SCHEDULED PERFORMANCE IN CALENDAR DAYS**

#### **A. BASIC SERVICES**

1. Preliminary Phase .....As Required
2. Design Phase – Design Report.....May be Added by Supplemental Agreement
3. Design Phase – Plans and Specifications
  - a.3) Submit Preliminary Plans and Specifications ..... 180 Calendar Days After Receipt of Survey and Geotechnical Deliverable.
  - a.5) Submit Final Plans and Specifications..... 90 Calendar Days After Receipt of Review Comments for Item A.3.a.3)
4. Bidding Phase .....As Required

#### **B. SPECIAL SERVICES**

1. Administrative Assistance .....As Required
2. Field Survey – Engineering Design..... 45 Calendar Days After Receipt of NTP
3. Pavement and Geotechnical Investigation..... 90 Calendar Days After Receipt of NTP
4. Permitting / CATEx Checklist .....As Required
5. Update DBE Program ..... 120 Calendar Days After Receipt of Notice to Proceed

The schedule presented above does not include review time by the Owner, FAA, ODAA or other interested agencies.

### ARTICLE III COMPENSATION

The Owner agrees to compensate the Consultant for performing engineering services as described herein on the following basis:

#### COMPENSATION SCHEDULE

##### **A. BASIC SERVICES**

|                                                 |                                        |
|-------------------------------------------------|----------------------------------------|
| 1. Preliminary Phase .....                      | \$ 18,300.00 Lump Sum                  |
| 2. Design Phase – Engineer's Design Report..... | May be Added by Supplemental Agreement |
| 3. Design Phase – Plans and Specifications..... | \$ 114,900.00 Lump Sum                 |
| 4. Bidding Phase .....                          | <u>\$ 17,600.00 Lump Sum</u>           |
| Subtotal Basic Services                         | \$ 150,800.00 Lump Sum                 |

##### **B. SPECIAL SERVICES**

|                                                 |                               |
|-------------------------------------------------|-------------------------------|
| 1. Administrative Assistance .....              | \$ 15,800.00 Lump Sum         |
| 2. Field Survey – Engineering Design.....       | \$ 9,600.00 Lump Sum          |
| 3. Pavement and Geotechnical Investigation..... | \$ 15,900.00 Lump Sum         |
| 4. Permitting / CATEx Checklist .....           | \$ 13,400.00 Lump Sum         |
| 5. Update DBE Program .....                     | <u>\$ 20,200.00 Lump Sum</u>  |
| Subtotal Special Services                       | \$ 74,900.00 Lump Sum         |
| <b>Total Basic and Special Services</b>         | <b>\$ 225,700.00 Lump Sum</b> |

The Consultant shall not proceed with the services described herein until written authorization in the form of a Notice to Proceed is received from the Owner.

For Item A. Basic Services, and Item B. Special Services, partial payment shall be made to the Consultant for those portions of the services completed. The Consultant shall submit to the Owner a monthly statement showing an estimate of completion, and the portion of compensation requested for each element and phase of the services. The request for partial payments will not be in excess of the value of the services completed at the time the statement is rendered.

**H.W. LOCHNER, INC.**

By:  \_\_\_\_\_

Title: Aviation Director

Date: 11/11/2024

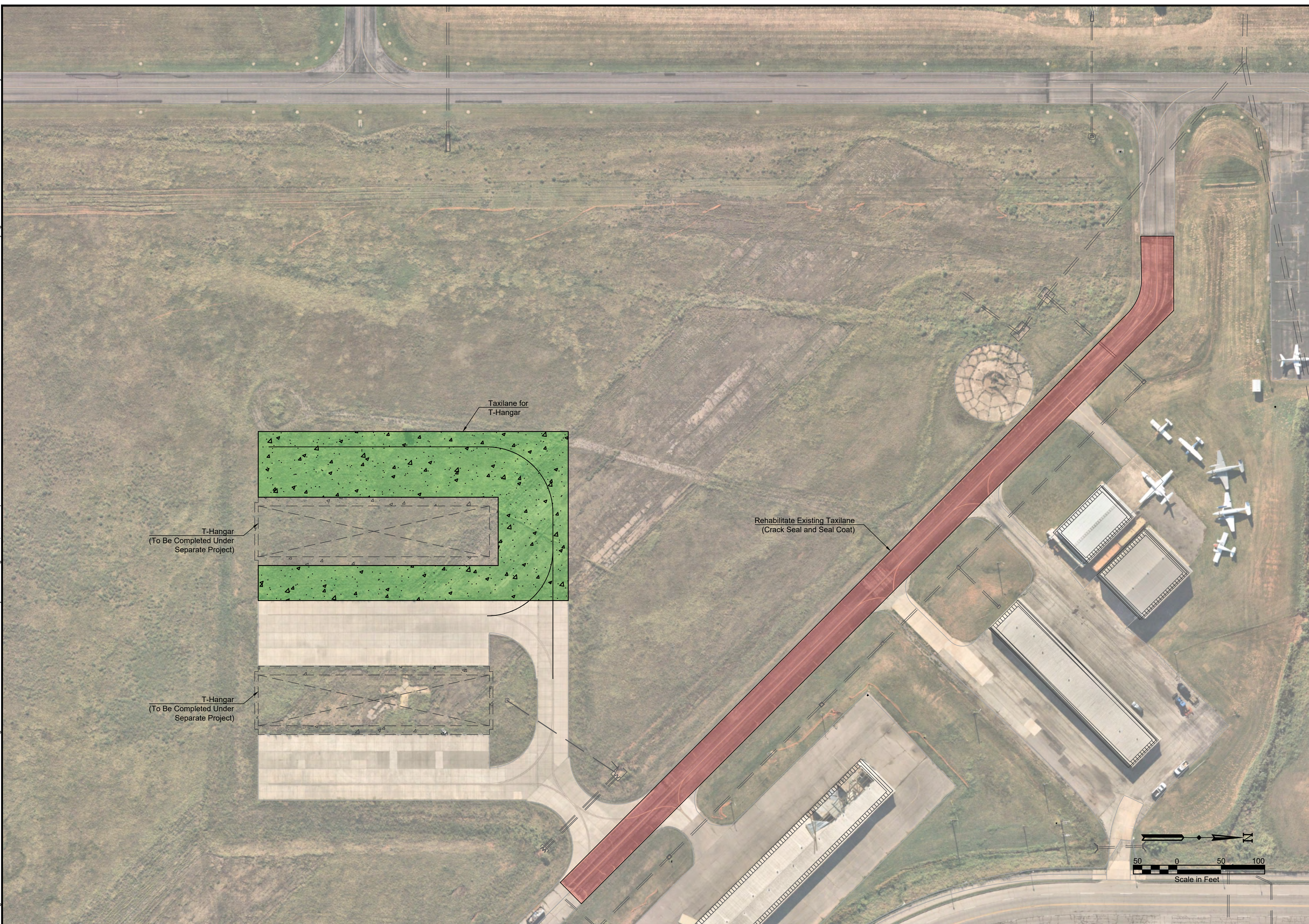
**SHAWNEE AIRPORT AUTHORITY**

By: \_\_\_\_\_

Title: \_\_\_\_\_

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

Drawing Name: I:\OKC\PRJ\000023\92\00 - AGREEMENT\01 - T-Hangar TL & Rehab\CONTRACT\ACAD\23\92 - Project Exhibit.dwg Nov 05, 2024 - 3:06pm  
Last Saved By: rgooch 2024/11/05  
Plot Style: as.ctb



This document is preliminary in nature and is not a final signed and sealed document.



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CITY OF SHAWNEE, OKLAHOMA

SHAWNEE REGIONAL AIRPORT

Shawnee, Oklahoma

PROJECT NO. #####

DRAWN BY \_\_\_\_\_ DATE \_\_\_\_\_

CHECKED BY \_\_\_\_\_ DATE \_\_\_\_\_

DESIGNED BY \_\_\_\_\_ DATE \_\_\_\_\_

REVISIONS \_\_\_\_\_ DATE \_\_\_\_\_

PROJECT EXHIBIT

1

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## DERIVATION OF CONSULTANT PROJECT COSTS BASIC AND SPECIAL SERVICES

Task Order 01 – Construct Taxilane for T-Hangar and Rehabilitate Existing Taxilane

SHAWNEE REGIONAL AIRPORT  
SHAWNEE, OKLAHOMA

November 8, 2024

### 1. DIRECT SALARY COSTS:

| <u>TITLE</u>               | <u>HOURS</u> | <u>RATE/HOUR</u> | <u>COST (\$)</u> |
|----------------------------|--------------|------------------|------------------|
| Principal                  | 0            | \$105.00         | \$ -             |
| Project Manager            | 17           | \$99.00          | \$ 1,683.00      |
| Senior Electrical Engineer | 0            | \$90.00          | \$ -             |
| Senior Design Engineer     | 79           | \$98.00          | \$ 7,742.00      |
| Design Engineer            | 150          | \$66.00          | \$ 9,900.00      |
| Senior Airport Planner     | 4            | \$74.00          | \$ 296.00        |
| Environmental Scientist    | 29           | \$60.00          | \$ 1,740.00      |
| Engineer Intern            | 473          | \$42.00          | \$ 19,866.00     |
| Design Technician          | 209          | \$50.00          | \$ 10,450.00     |
| Administrative Assistant   | 151          | \$49.00          | \$ 7,399.00      |

Total Direct Salary Costs = \$ 59,076.00

### 2. OVERHEAD, ADMINISTRATIVE EXPENSES, AND PROFIT MULTIPLIER:

Overhead, Administrative Expenses, and Profit Multiplier per 3.0876  
Section 4. Compensation and Attachment "A" - Lochner 2024  
Compensation Rates in Five-Year Master On-Call Agreement dated  
July 17, 2024

### 3. CONTRACT MULTIPLIER APPLIED TO DIRECT LABOR

= \$ 182,403.06

### 4. OUT-OF-POCKET EXPENSES:

|                             |     |                          |        |
|-----------------------------|-----|--------------------------|--------|
| a. Mileage                  | 595 | miles @ \$0.67/mile = \$ | 398.65 |
| b. Meals                    | 7   | @ \$68.00/day = \$       | 476.00 |
| c. Motel                    | 0   | days @ \$126.00/day = \$ | -      |
| d. Mailing & Misc. Expenses |     | = \$                     | 307.29 |

Total Out-of-Pocket Expenses = \$ 1,181.94

### 5. SUBCONTRACT COST:

|                               |              |
|-------------------------------|--------------|
| a. Design Survey              | \$ 8,865.00  |
| b. Geotechnical Investigation | \$ 13,750.00 |
| c. DBE                        | \$ 19,500.00 |

### 6. TOTAL FEE:

Items 3, 4 and 5 \$ 225,700.00



ENGINEERING BASIC AND SPECIAL SERVICES - COST BREAKDOWN

Task Order 01 – Construct Taxilane for T-Hangar and Rehabilitate Existing Taxilane

SHAWNEE REGIONAL AIRPORT  
SHAWNEE, OKLAHOMA

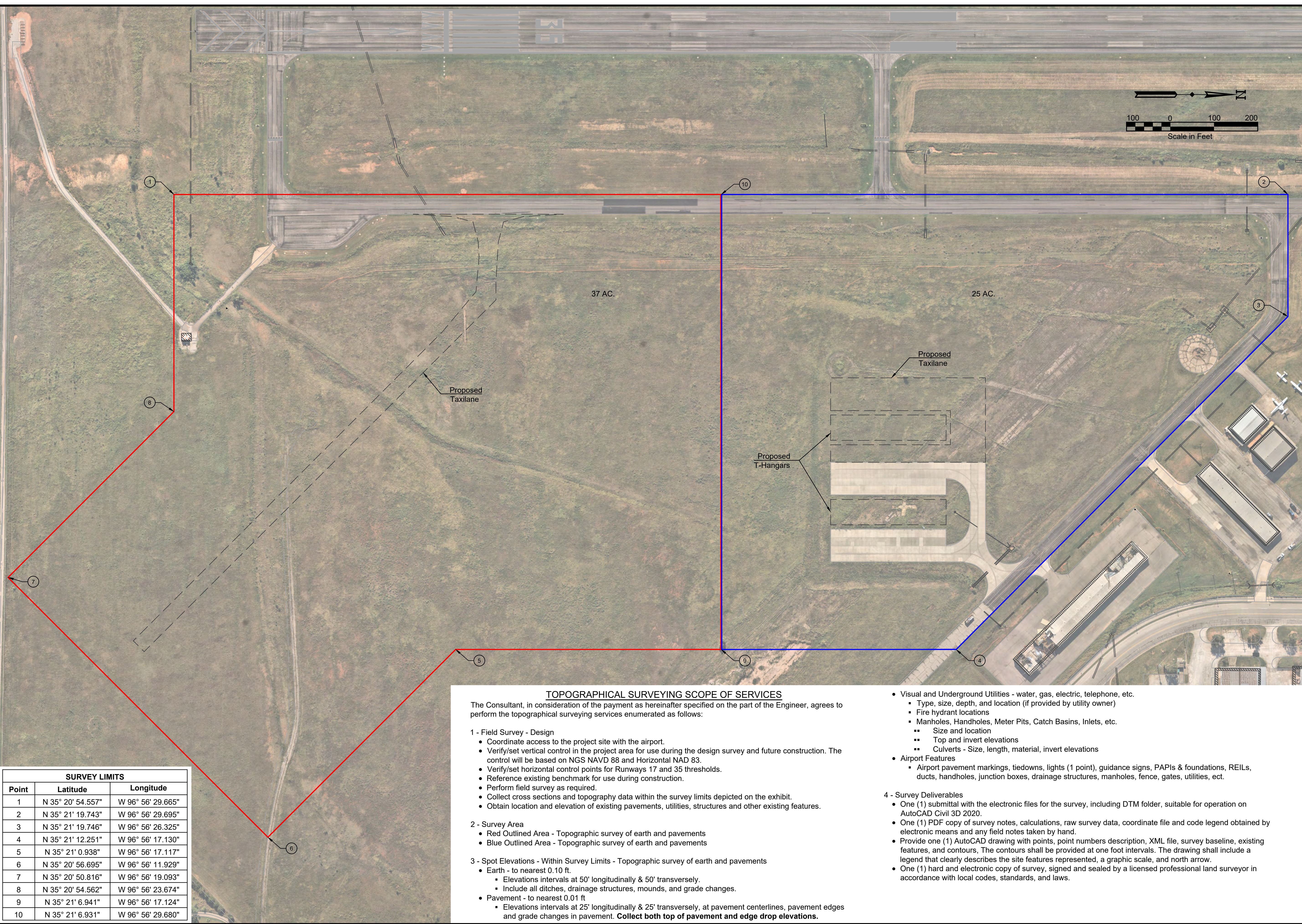
November 8, 2024

|                                            | Classification:<br>Hourly Rate: | Principal<br>\$324.20 | Project<br>Manager<br>\$305.67 | Senior<br>Electrical<br>Engineer<br>\$277.88 | Senior Design<br>Engineer<br>\$302.58 | Design<br>Engineer<br>\$203.78 | Senior Airport<br>Planner<br>\$228.48 | Environmental<br>Scientist<br>\$185.26 | Engineer Intern<br>\$129.68 | Design<br>Technician<br>\$154.38 | Administrative<br>Assistant<br>\$151.29 | Other Costs |
|--------------------------------------------|---------------------------------|-----------------------|--------------------------------|----------------------------------------------|---------------------------------------|--------------------------------|---------------------------------------|----------------------------------------|-----------------------------|----------------------------------|-----------------------------------------|-------------|
| <b>A. BASIC SERVICES</b>                   |                                 |                       |                                |                                              |                                       |                                |                                       |                                        |                             |                                  |                                         |             |
| 1. PRELIMINARY PHASE:                      |                                 | 0                     | 17                             | 0                                            | 13                                    | 18                             | 4                                     | 0                                      | 16                          | 0                                | 14                                      | (1) (2)     |
| Labor Subtotal =                           | \$17,904.99                     | \$0.00                | \$5,196.43                     | \$0.00                                       | \$3,933.60                            | \$3,668.07                     | \$913.93                              | \$0.00                                 | \$2,074.87                  | \$0.00                           | \$2,118.09                              |             |
| Expense Subtotal =                         | \$ 395.01                       |                       |                                |                                              |                                       |                                |                                       |                                        |                             |                                  |                                         | \$ 395.01   |
| Subconsultant Subtotal =                   | \$ -                            |                       |                                |                                              |                                       |                                |                                       |                                        |                             |                                  |                                         | \$ -        |
| Total Fee                                  | \$ 18,300.00                    |                       |                                |                                              |                                       |                                |                                       |                                        |                             |                                  |                                         |             |
| 2. DESIGN PHASE - ENGINEER'S DESIGN REPORT |                                 | 0                     | 0                              | 0                                            | 0                                     | 0                              | 0                                     | 0                                      | 0                           | 0                                | 0                                       |             |
| Labor Subtotal =                           | \$0.00                          | \$0.00                | \$0.00                         | \$0.00                                       | \$0.00                                | \$0.00                         | \$0.00                                | \$0.00                                 | \$0.00                      | \$0.00                           | \$0.00                                  |             |
| Expense Subtotal =                         | \$ -                            |                       |                                |                                              |                                       |                                |                                       |                                        |                             |                                  |                                         | \$ -        |
| Subconsultant Subtotal =                   | \$ -                            |                       |                                |                                              |                                       |                                |                                       |                                        |                             |                                  |                                         | \$ -        |
| Total Fee                                  | \$ -                            |                       |                                |                                              |                                       |                                |                                       |                                        |                             |                                  |                                         |             |
| 3. DESIGN PHASE - PLANS AND SPECS:         |                                 | 0                     | 0                              | 0                                            | 38                                    | 105                            | 0                                     | 0                                      | 379                         | 190                              | 23                                      | (2)         |
| Labor Subtotal =                           | \$114,855.63                    | \$0.00                | \$0.00                         | \$0.00                                       | \$11,498.22                           | \$21,397.07                    | \$0.00                                | \$0.00                                 | \$49,148.42                 | \$29,332.20                      | \$3,479.73                              |             |
| Expense Subtotal =                         | \$ 44.37                        |                       |                                |                                              |                                       |                                |                                       |                                        |                             |                                  |                                         | \$ 44.37    |
| Subconsultant Subtotal =                   | \$ -                            |                       |                                |                                              |                                       |                                |                                       |                                        |                             |                                  |                                         | \$ -        |
| Total Fee                                  | \$ 114,900.00                   |                       |                                |                                              |                                       |                                |                                       |                                        |                             |                                  |                                         |             |
| 4. BIDDING PHASE:                          |                                 | 0                     | 0                              | 0                                            | 18                                    | 14                             | 0                                     | 0                                      | 16                          | 0                                | 46                                      | (1) (2)     |
| Labor Subtotal =                           | \$17,333.79                     | \$0.00                | \$0.00                         | \$0.00                                       | \$5,446.53                            | \$2,852.94                     | \$0.00                                | \$0.00                                 | \$2,074.87                  | \$0.00                           | \$6,959.45                              |             |
| Expense Subtotal =                         | \$ 266.21                       |                       |                                |                                              |                                       |                                |                                       |                                        |                             |                                  |                                         | \$ 266.21   |
| Subconsultant Subtotal =                   | \$ -                            |                       |                                |                                              |                                       |                                |                                       |                                        |                             |                                  |                                         | \$ -        |
| Total Fee                                  | \$ 17,600.00                    |                       |                                |                                              |                                       |                                |                                       |                                        |                             |                                  |                                         |             |
| PART A SUBTOTAL =                          | \$ 150,800.00                   |                       |                                |                                              |                                       |                                |                                       |                                        |                             |                                  |                                         |             |



|                                             | Classification:<br>Hourly Rate: | Principal<br>\$324.20 | Project<br>Manager<br>\$305.67 | Senior<br>Electrical<br>Engineer<br>\$277.88 | Senior Design<br>Engineer<br>\$302.58 | Design<br>Engineer<br>\$203.78 | Senior Airport<br>Planner<br>\$228.48 | Environmental<br>Scientist<br>\$185.26 | Engineer Intern<br>\$129.68 | Design<br>Technician<br>\$154.38 | Administrative<br>Assistant<br>\$151.29 | Other Costs  |
|---------------------------------------------|---------------------------------|-----------------------|--------------------------------|----------------------------------------------|---------------------------------------|--------------------------------|---------------------------------------|----------------------------------------|-----------------------------|----------------------------------|-----------------------------------------|--------------|
| <b>B. SPECIAL SERVICES</b>                  |                                 |                       |                                |                                              |                                       |                                |                                       |                                        |                             |                                  |                                         |              |
| 1. ADMINISTRATIVE ASSISTANCE:               |                                 | 0                     | 0                              | 0                                            | 10                                    | 8                              | 0                                     | 0                                      | 10                          | 0                                | 65                                      | (2)          |
| Labor Subtotal =                            | \$15,786.90                     | \$0.00                | \$0.00                         | \$0.00                                       | \$3,025.85                            | \$1,630.25                     | \$0.00                                | \$0.00                                 | \$1,296.79                  | \$0.00                           | \$9,834.01                              |              |
| Expense Subtotal =                          | \$ 13.10                        |                       |                                |                                              |                                       |                                |                                       |                                        |                             |                                  |                                         | \$ 13.10     |
| Subconsultant Subtotal =                    | \$ -                            |                       |                                |                                              |                                       |                                |                                       |                                        |                             |                                  |                                         | \$ -         |
| Total Fee                                   | \$ 15,800.00                    |                       |                                |                                              |                                       |                                |                                       |                                        |                             |                                  |                                         |              |
| 2. FIELD SURVEY - ENGINEERING DESIGN:       |                                 | 0                     | 0                              | 0                                            | 0                                     | 2                              | 0                                     | 0                                      | 2                           | 0                                | 0                                       | (2) (3)      |
| Labor Subtotal =                            | \$666.92                        | \$0.00                | \$0.00                         | \$0.00                                       | \$0.00                                | \$407.56                       | \$0.00                                | \$0.00                                 | \$259.36                    | \$0.00                           | \$0.00                                  |              |
| Expense Subtotal =                          | \$ 68.08                        |                       |                                |                                              |                                       |                                |                                       |                                        |                             |                                  |                                         | \$ 68.08     |
| Subconsultant Subtotal =                    | \$ 8,865.00                     |                       |                                |                                              |                                       |                                |                                       |                                        |                             |                                  |                                         | \$ 8,865.00  |
| Total Fee                                   | \$ 9,600.00                     |                       |                                |                                              |                                       |                                |                                       |                                        |                             |                                  |                                         |              |
| 3. GEOTECHNICAL AND PAVEMENT INVESTIGATION: |                                 | 0                     | 0                              | 0                                            | 0                                     | 2                              | 0                                     | 0                                      | 10                          | 1                                | 0                                       | (1) (2) (3)  |
| Labor Subtotal =                            | \$1,858.74                      | \$0.00                | \$0.00                         | \$0.00                                       | \$0.00                                | \$407.56                       | \$0.00                                | \$0.00                                 | \$1,296.79                  | \$154.38                         | \$0.00                                  |              |
| Expense Subtotal =                          | \$ 291.26                       |                       |                                |                                              |                                       |                                |                                       |                                        |                             |                                  |                                         | \$ 291.26    |
| Subconsultant Subtotal =                    | \$ 13,750.00                    |                       |                                |                                              |                                       |                                |                                       |                                        |                             |                                  |                                         | \$ 13,750.00 |
| Total Fee                                   | \$ 15,900.00                    |                       |                                |                                              |                                       |                                |                                       |                                        |                             |                                  |                                         |              |
| 4. PERMITTING / CATEX CHECKLIST:            |                                 | 0                     | 0                              | 0                                            | 0                                     | 0                              | 0                                     | 29                                     | 40                          | 18                               | 0                                       | (2)          |
| Labor Subtotal =                            | \$13,338.43                     | \$0.00                | \$0.00                         | \$0.00                                       | \$0.00                                | \$0.00                         | \$0.00                                | \$5,372.42                             | \$5,187.17                  | \$2,778.84                       | \$0.00                                  |              |
| Expense Subtotal =                          | \$ 61.57                        |                       |                                |                                              |                                       |                                |                                       |                                        |                             |                                  |                                         | \$ 61.57     |
| Subconsultant Subtotal =                    | \$ -                            |                       |                                |                                              |                                       |                                |                                       |                                        |                             |                                  |                                         | \$ -         |
| Total Fee                                   | \$ 13,400.00                    |                       |                                |                                              |                                       |                                |                                       |                                        |                             |                                  |                                         |              |
| 5. UPDATE DBE PROGRAM & GOALS:              |                                 | 0                     | 0                              | 0                                            | 0                                     | 1                              | 0                                     | 0                                      | 0                           | 0                                | 3                                       | (2) (3)      |
| Labor Subtotal =                            | \$657.66                        | \$0.00                | \$0.00                         | \$0.00                                       | \$0.00                                | \$203.78                       | \$0.00                                | \$0.00                                 | \$0.00                      | \$0.00                           | \$453.88                                |              |
| Expense Subtotal =                          | \$ 42.34                        |                       |                                |                                              |                                       |                                |                                       |                                        |                             |                                  |                                         | \$ 42.34     |
| Subconsultant Subtotal =                    | \$ 19,500.00                    |                       |                                |                                              |                                       |                                |                                       |                                        |                             |                                  |                                         | \$ 19,500.00 |
| Total Fee                                   | \$ 20,200.00                    |                       |                                |                                              |                                       |                                |                                       |                                        |                             |                                  |                                         |              |
| PART B SUBTOTAL =                           | \$ 74,900.00                    |                       |                                |                                              |                                       |                                |                                       |                                        |                             |                                  |                                         |              |
| GRAND TOTAL =                               | \$ 225,700.00                   |                       |                                |                                              |                                       |                                |                                       |                                        |                             |                                  |                                         |              |

- (1) Mileage, Motel and Meals  
(2) Mailing and Misc. Expenses  
(3) Subcontract Cost



| SURVEY LIMITS |                   |                   |
|---------------|-------------------|-------------------|
| Point         | Latitude          | Longitude         |
| 1             | N 35° 20' 54.557" | W 96° 56' 29.665" |
| 2             | N 35° 21' 19.743" | W 96° 56' 29.695" |
| 3             | N 35° 21' 19.746" | W 96° 56' 26.325" |
| 4             | N 35° 21' 12.251" | W 96° 56' 17.130" |
| 5             | N 35° 21' 0.938"  | W 96° 56' 17.117" |
| 6             | N 35° 20' 56.695" | W 96° 56' 11.929" |
| 7             | N 35° 20' 50.816" | W 96° 56' 19.093" |
| 8             | N 35° 20' 54.562" | W 96° 56' 23.674" |
| 9             | N 35° 21' 6.941"  | W 96° 56' 17.124" |
| 10            | N 35° 21' 6.931"  | W 96° 56' 29.680" |

TOPOGRAPHICAL SURVEYING SCOPE OF SERVICES

The Consultant, in consideration of the payment as hereinafter specified on the part of the Engineer, agrees to perform the topographical surveying services enumerated as follows:

- 1 - Field Survey - Design
  - Coordinate access to the project site with the airport.
  - Verify/set vertical control in the project area for use during the design survey and future construction. The control will be based on NGS NAVD 88 and Horizontal NAD 83.
  - Verify/set horizontal control points for Runways 17 and 35 thresholds.
  - Reference existing benchmark for use during construction.
  - Perform field survey as required.
  - Collect cross sections and topography data within the survey limits depicted on the exhibit.
  - Obtain location and elevation of existing pavements, utilities, structures and other existing features.
- 2 - Survey Area
  - Red Outlined Area - Topographic survey of earth and pavements
  - Blue Outlined Area - Topographic survey of earth and pavements
- 3 - Spot Elevations - Within Survey Limits - Topographic survey of earth and pavements
  - Earth - to nearest 0.10 ft.
    - Elevations intervals at 50' longitudinally & 50' transversely.
    - Include all ditches, drainage structures, mounds, and grade changes.
  - Pavement - to nearest 0.01 ft.
    - Elevations intervals at 25' longitudinally & 25' transversely, at pavement centerlines, pavement edges and grade changes in pavement. **Collect both top of pavement and edge drop elevations.**

- Visual and Underground Utilities - water, gas, electric, telephone, etc.
    - Type, size, depth, and location (if provided by utility owner)
    - Fire hydrant locations
    - Manholes, Handholes, Meter Pits, Catch Basins, Inlets, etc.
      - Size and location
      - Top and invert elevations
      - Culverts - Size, length, material, invert elevations
  - Airport Features
    - Airport pavement markings, tiedowns, lights (1 point), guidance signs, PAPIs & foundations, REILs, ducts, handholes, junction boxes, drainage structures, manholes, fence, gates, utilities, ect.
- 4 - Survey Deliverables
  - One (1) submittal with the electronic files for the survey, including DTM folder, suitable for operation on AutoCAD Civil 3D 2020.
  - One (1) PDF copy of survey notes, calculations, raw survey data, coordinate file and code legend obtained by electronic means and any field notes taken by hand.
  - Provide one (1) AutoCAD drawing with points, point numbers description, XML file, survey baseline, existing features, and contours, The contours shall be provided at one foot intervals. The drawing shall include a legend that clearly describes the site features represented, a graphic scale, and north arrow.
  - One (1) hard and electronic copy of survey, signed and sealed by a licensed professional land surveyor in accordance with local codes, standards, and laws.

This document is preliminary in nature and is not a final signed and sealed document.



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P 405.748.6651  
www.hwlochner.com

CITY OF SHAWNEE, OKLAHOMA

SHAWNEE REGIONAL AIRPORT

Shawnee, Oklahoma

PROJECT NO. #####

DRAWN BY \_\_\_\_\_ DATE \_\_\_\_\_

CHECKED BY \_\_\_\_\_ DATE \_\_\_\_\_

DESIGNED BY \_\_\_\_\_ DATE \_\_\_\_\_

REVISIONS \_\_\_\_\_ DATE \_\_\_\_\_

T-HANGARS & TAXILANES  
SURVEY SCOPE

Drawing Name: I:\OKC\PRJ\000023\92000 - AGREEMENT\01 - T-Hangar TL & Rehab\GEO\TECH\ACAD\23192 - Geotech Scope.dwg, Nov. 05, 2024 - 12:07pm

Last Saved By: rgooch, 2024/11/05

Plot Style: as.ctb

GEOTECHNICAL AND PAVEMENT INVESTIGATION SCOPE OF SERVICES

The Consultant, in consideration of the payment as hereinafter specified on the part of the Engineer, agrees to perform the geotechnical and pavement investigation enumerated as follows:

1 - Geotechnical Investigation

a- Bores (Pavement Design) ▲

- Obtain One (1) bore sample (B-1) at location shown on the attached Exhibit. Perform borings at the locations to a minimum depth of 10 feet below the existing ground surface or to auger refusal if encountered prior to reaching a depth of 10 feet. Sampling will be in accordance with industry standard procedures wherein split barrel (ASTM D1586) samples are obtained. Four (4) samples will be obtained in the upper 10 feet of each boring. The material from the test hole shall be visually classified and logged, and the hole shall be visually examined for water level, if encountered. The top portion of the soil shall be checked for previous modification and a thickness shall be estimated for any previous modification. Perform laboratory testing for each of the samples.
  - Standard Test Method for Particle-Size Analysis of Soils (ASTM D422)
  - Standard Test Method for Liquid Limit, Plastic Limit, and Plasticity Index of Soils (ASTM D4318)
  - Classification of the sample in accordance with the Unified Soil Classification System (ASTM D2487) and provide Soil Group Classification (AASHTO M145)
- Moisture-Density (ASTM D1557)
  - Include a minimum of 5 points.
- Perform one (1) California Bearing Ratio (CBR) (ASTM D1883) (At B-1 Location)
  - Samples to be taken at a depth of 2'-3' below the existing ground surface.
  - Samples shall be soaked prior to testing.
  - The test shall not be a composite sample of multiple bores.
- Perform One (1) OHD L-50 Complete Laboratory Test Procedures to provide recommended amount of Portland Cement stabilization additive. (At B-1 Location).
  - Perform Soluble Sulfates (OHD L-49) test as part of OHD L-50 tests.
  - Provide AASHTO M145 Soil Group Classification
  - Provide anticipated CBR and K-Value after incorporation.
  - Test performed on the bulk sample.
- Provide alternate methods/materials for subgrade stabilization in lieu of chemical stabilization.
- If dry cohesive subgrade soils are encountered on site, perform a laboratory swell test on representative samples of the near surface soils may be conducted to aid in the evaluation of shrinkage/swell potential.
- Include in the site-specific written report a discussion of field and laboratory procedures and results, observation related to materials encountered during the drilling operations, results of laboratory tests, and boring logs.

b - Cores (Pavement Thickness) ●

- Obtain one (1) pavement core thickness sample (C-1) with a 4-inch diameter core barrel, evaluate the thickness of the existing pavement sections and provide access to the subgrade materials. If aggregate base courses are encountered below the pavements, the thickness of the aggregate bases will be measured and recorded per the thickness of each section.

2 - General Information

- The Geotechnical subcontractor shall coordinate with Lochner a minimum of two weeks in advance of the planned site work. The engineer shall coordinate with the airport manager.
- All test pits & bores shall be plugged in accordance with the appropriate Oklahoma Water Resources Board regulations.
- All pavement cores shall be plugged with material matching the existing pavement type at that location.
- The Geotechnical subcontractor's equipment shall have an orange and white checkered flag attached to the top of the boom, and any other vehicles or equipment within the airport property shall have an amber flashing light on the top of the vehicle/equipment or have an orange and white checkered flag.
- Any equipment required to clean pavement that is crossed and at locations of cores sites (including brooms, shovels, etc.) shall be brought onsite with the Geotechnical subcontractor.
- The scope of the proposal provided by the Geotechnical subcontractor shall not deviate from the scope listed on this scope sheet, unless approved in writing by the Engineer.
- A final report including all findings, observations, laboratory tests, photos, etc. shall be provided in written format and signed and sealed by a licensed geotechnical engineer.



This document is preliminary in nature and is not a final signed and sealed document.



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CITY OF SHAWNEE, OKLAHOMA

SHAWNEE REGIONAL AIRPORT

Shawnee, Oklahoma

|             |       |
|-------------|-------|
| PROJECT NO. | ##### |
| DRAWN BY    | DATE  |
| CHECKED BY  | DATE  |
| DESIGNED BY | DATE  |
| REVISIONS   | DATE  |

TAXILANE FOR  
T-HANGAR  
GEOTECH SCOPE

**TASK ORDER (02) AGREEMENT (the "Agreement")**

Owner: **Shawnee Airport Authority on behalf of the City of Shawnee**

Client: **Shawnee Regional Airport (SNL)**

Consultant: **H.W. Lochner, Inc. ("Lochner")**

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

Referenced Master-On-Call (MOC) Agreement: **City of Shawnee – 5-Year MOC (23192) Agreement Dated July 17, 2024.**

Task Order Project: **Task Order 02 – Construct Two 10 Unit T-Hangars Shawnee Regional Airport (SNL).**

Lochner and the Client (collectively, the "Parties" and individually, a "Party") agree as follows:

**1. Task Order Agreement.** This Agreement is a contract between Lochner (Consultant) and the City of Shawnee (Client) for Consultant to perform architectural and engineering design and bidding services outlining the scope, schedule and fee on the Project. This Task Order assumes the terms and conditions of the above referenced MOC Agreement.

**Article I  
Scope of Services**

WHEREAS, the Owner has agreed to employ the Consultant to provide the engineering and architectural services required by performing, geotechnical investigations, and for preparing engineer's, designs, construction plans, contract documents/technical specifications, tabulation of construction quantities, engineer's opinion of probable construction cost, schedule, and project budget. The Consultant shall also assist the Owner with bidding and administrative services. The Owner may add to this Agreement by Supplement the additional services for construction administration, construction observation, construction materials acceptance testing, and construction closeout services for the proposed Project upon completion of the Design Phase services.

*Assumptions, Clarifications, and Exclusions (refer to attached project exhibit):*

- 1. The Scope of Services is based on the funding sources from the Sponsor and the Oklahoma Department of Aerospace and Aeronautics (ODAA) with no monies from the Federal Aviation Administration (FAA). Use of FAA funding brings additional requirements to the design and construction of the project, including, but not limited to, a Disadvantaged Business Enterprise Program and/or Goals update, Disadvantaged Business Enterprise utilization, Buy American Requirements, Prevailing Wages, use of AC 150/5370-10H "Standards for Specifying Construction of Airports", additional grant documentation and coordination. If Federal Funds are requested the addition of the federal requirements may be added to this agreement via supplement.*
- 2. Two (2) 10-Unit Full Nested T-Hangar with 47'-8" ft. x 14'-0" clear bi-fold electric cable lift doors with a lockable personnel door in the Bi-Fold Hangar Door. The basis of design will be a Fulfab Model LK48 Full Nested T-Hangar.*
- 3. T-Hangar to have two (2) storage areas at each end of the building with one (1) 10 ft. x 10 ft. pre-finished, insulated, steel, sectional overhead door and one (1) 3 ft. x 7 ft. steel flush insulated entry door.*

4. *T-Hangar is to be a pre-engineered metal building structure, engineered by the manufacturer, and a readily available non-custom building.*
5. *The proposed nested T-Hangars will include electrical service to support interior lighting within each of the ten (10) T-Hangars and two (2) storage areas.*
6. *No fire suppression will be provided.*
7. *No heat or plumbing will be provided.*
8. *Electrical will include power for bi-fold doors, lights, and 110v outlets in each unit.*
9. *No interior finish out, such as restrooms or offices, is included.*
10. *No water or sewer will be provided and no stub outs for future water and sewer will be included.*
11. *The existing primary power to the airport is assumed to be sufficient to support the proposed development demand and capacity requirements. The scope of services excludes upgrading the existing primary power to the airport.*
12. *Base bid will include the minimum insulation as required by code. An add alternate will include insulation and panels (spray or batting).*
13. *The basis of geometric and pavement design will be for aircraft capable of being stored in the Fulfab Model LK48 Full Nested T-Hangar.*
14. *Project will be a Design & Construction ODAA Grant with no FAA participation.*
15. *Oklahoma Department of Transportation (ODOT) specifications, materials, construction methods, and acceptance per the ODOT specifications will be used for applicable and appropriate materials.*
16. *It is assumed that no FAA review of the Plans and Specifications will be required.*
17. *Project will be bid as singular project and will not be included in or as part of any other project bidding at that time.*

*If any item listed above is deemed to be required, it may be added to this agreement as a supplemental agreement.*

All services will be performed in accordance with good engineering practice and applicable published design criteria of the FAA, primarily FAA Advisory Circulars.

- AC 150/5300-13B "Airport Design, Chg.1" dated 08/16/2024
- AC 150/5320-5D "Airport Drainage Design" dated 08/15/2013
- AC 150/5320-6G "Airport Pavement Design and Evaluation" dated 06/07/2021
- AC 150/5340-1M "Standards for Airport Markings" dated 05/10/2019
- AC 150/5370-2G "Operational Safety on Airports During Construction" dated 12/13/2017
- Advisory Circular 150/5370-10H "Standards for Specifying Construction of Airports" dated 12/21/2018, where appropriate.
- Oklahoma DOT Specifications, where appropriate.

The following is a detailed description of the specific engineering services that are a duty of this Agreement.

## **A. BASIC SERVICES**

1. Preliminary Phase

- a. Coordination with the Owner and ODAA regarding Project scope, schedule, and budget.
  - b. Prepare scope of services associated with geotechnical investigation services and subconsultant agreement.
  - c. Prepare scope of services associated with Architectural services and subconsultant agreement.
  - d. Update the Sponsor's 5-year Capital Improvement Program and Overall Development Objective sheet to reflect the project and submit to FAA for approval.
2. Design Phase – Engineer's Design Report (EDR) – *An EDR will not be performed as part of this scope of work. If an EDR is deemed to be required, this service may be added to this agreement as a supplemental agreement.*
3. Design Phase – Plans and Specifications
- a. Prepare Construction Plans and Contract Documents/Technical Specifications for the Project.
    - 1) Prepare Construction Plans for the Project. The Construction Plans will generally include the following:
      - Title Sheet (1 Sheet)
      - General Airport Layout Plan and General Notes (1 Sheet)
      - Construction Safety and Phasing Plan (1 Sheet)
      - Construction Safety and Phasing Plan Notes and Details (3 Sheets)
      - Summary of Quantities and Pay Item Notes (1 Sheet)
      - Typical Sections (1 Sheet)
      - Demolition Plan (1 Sheet)
      - T-Hangar Concrete Approach & Spot Elevations Plan (1 Sheet)
      - PCC Joint Layout and Plans (2 Sheets)
      - PCC Joint Details (1 Sheet)
      - Miscellaneous Details (1 Sheet)
      - T-Hangar Architectural Plans and Details
      - T-Hangar Electrical Plans and Details
    - 2) Prepare Contract Documents/Technical Specifications that are in accordance with FAA criteria and satisfy project specific needs. The specifications shall be developed using FAA Advisory Circular 150/5370-10H, and where practical, Oklahoma DOT Specifications.
    - 3) Submit preliminary (90% completion) Construction Plans, Contract Documents/Technical Specifications, updated engineer's opinion of probable construction cost, and Project budget to the Owner and ODAA for review and

comment. PDF copies will be submitted electronically with hard copies provided upon request.

- 4) Finalize Construction Plans, and Contract Documents/Technical Specifications with consideration of preliminary review comments.
- 5) Submit Final Construction Plans and Contract Documents/Technical Specifications to the Owner and ODAA for final approval and authorization to advertise. PDF copies will be submitted electronically with hard copies provided upon request.

#### 4. Bidding Phase

- a. Assist the Owner with advertisement for bids. The Consultant shall prepare the advertisement and send the "Notice to Bidders" to prospective Contractors. (The Owner shall place the advertisement in the appropriate media.)
- b. Print and distribute Construction Plans and Contract Documents/Technical Specifications to plan holding houses and prospective Bidders.
- c. Answer prospective bidder questions (RFIs), clarify points, and issue addenda as necessary pertaining to the Construction Plans and Contract Documents/Technical Specifications during the Bidding Phase.
- d. Prepare meeting agenda and attend one pre-bid conference at the Shawnee Regional Airport.
- e. Prepare and issue addenda during the Bidding Phase as required. For budgeting purposes, an estimated three (3) addenda are assumed to be issued during the bidding phase.
- f. The Consultant will attend the bid opening in the City of Shawnee and assist the Owner with receipt of bids.
- g. Tabulate and analyze bid results, prepare comparison of bids versus Project budget/available funding, review Contractor's qualifications and DBE subcontractor's list provided by the Contractor, and prepare a letter of recommendation to award based on the lowest, responsive, and responsible bidder.

## **B. SPECIAL SERVICES**

### 1. Administrative Assistance

- a. Prepare one (1) ODAA construction grant application.
- b. Prepare Notice of Award Letter for Apparent Low Bidder.
- c. Prepare and submit FAA Form 7460 for project limits identified in the CSPP and for the permanent structures.

- d. Assist the Owner in preparation of Invoice Summary forms as required for requests for reimbursement.

2. Field Survey – Engineering Design

*It is assumed that the survey data gathered for Task Order 01 design will be utilized for this design.*

3. Pavement and Geotechnical Investigation

Lochner's Subconsultant, Terracon Consultants Inc, to perform pavement and geotechnical investigations for the Project. Reference the attached Geotechnical Investigation Scope Exhibit for the geotechnical scope of services. *Lochner will provide one (1) day of escorting, if additional days are needed, they may be added to this agreement as a supplemental agreement.*

4. Permitting / CATEX Checklist

*It is assumed that the Permitting / CATEX Checklist required will be performed during and under the Task Order 01 design.*

## **ARTICLE II TIME SCHEDULE**

The Consultant agrees to proceed with the services immediately upon receipt of a written Notice to Proceed (NTP) by the Owner, and to employ such personnel as required to complete the Scope of Services in accordance with the following time schedule:

### **SCHEDULED PERFORMANCE IN CALENDAR DAYS**

#### **A. BASIC SERVICES**

1. Preliminary Phase ..... As Required
2. Design Phase – Design Report..... May be Added by Supplemental Agreement
3. Design Phase – Plans and Specifications
  - a.3) Submit Preliminary Plans and Specifications ..... 180 Calendar Days After Receipt of Survey and Geotechnical Deliverable.
  - a.5) Submit Final Plans and Specifications..... 90 Calendar Days After Receipt of Review Comments for Item A.3.a.3)
4. Bidding Phase ..... As Required

#### **B. SPECIAL SERVICES**

1. Administrative Assistance ..... As Required
2. Field Survey – Engineering Design..... To Be Performed Under Task Order 01
3. Pavement and Geotechnical Investigation..... 90 Calendar Days After Receipt of NTP
4. Permitting / CATEX Checklist ..... To Be Performed Under Task Order 01

The schedule presented above does not include review time by the Owner, ODAA or other interested agencies.

### ARTICLE III COMPENSATION

The Owner agrees to compensate the Consultant for performing engineering services as described herein on the following basis:

#### COMPENSATION SCHEDULE

##### **A. BASIC SERVICES**

- |                                                 |    |                           |
|-------------------------------------------------|----|---------------------------|
| 1. Preliminary Phase .....                      | \$ | 10,000.00 Lump Sum        |
| 2. Design Phase – Engineer’s Design Report..... |    |                           |
| .....May be Added by Supplemental Agreement     |    |                           |
| 3. Design Phase – Plans and Specifications..... | \$ | 73,800.00 Lump Sum        |
| 4. Bidding Phase .....                          | \$ | <u>18,100.00 Lump Sum</u> |
| Subtotal Basic Services                         | \$ | 101,900.00 Lump Sum       |

##### **B. SPECIAL SERVICES**

- |                                                 |    |                                            |
|-------------------------------------------------|----|--------------------------------------------|
| 1. Administrative Assistance .....              | \$ | 6,200.00 Lump Sum                          |
| 2. Field Survey – Engineering Design.....       |    | To Be Performed Under Task Order 01        |
| 3. Pavement and Geotechnical Investigation..... | \$ | 13,400.00 Lump Sum                         |
| 4. Permitting / CATEX Checklist .....           |    | <u>To Be Performed Under Task Order 01</u> |
| Subtotal Special Services                       | \$ | 19,600.00 Lump Sum                         |
| <b>Total Basic and Special Services</b>         |    | <b>\$ 121,500.00 Lump Sum</b>              |

The Consultant shall not proceed with the services described herein until written authorization in the form of a Notice to Proceed is received from the Owner.

For Item A. Basic Services, and Item B. Special Services, partial payment shall be made to the Consultant for those portions of the services completed. The Consultant shall submit to the Owner a monthly statement showing an estimate of completion, and the portion of compensation requested for each element and phase of the services. The request for partial payments will not be in excess of the value of the services completed at the time the statement is rendered.

**H.W. LOCHNER, INC.**

**SHAWNEE AIRPORT AUTHORITY**

By:  \_\_\_\_\_

By: \_\_\_\_\_

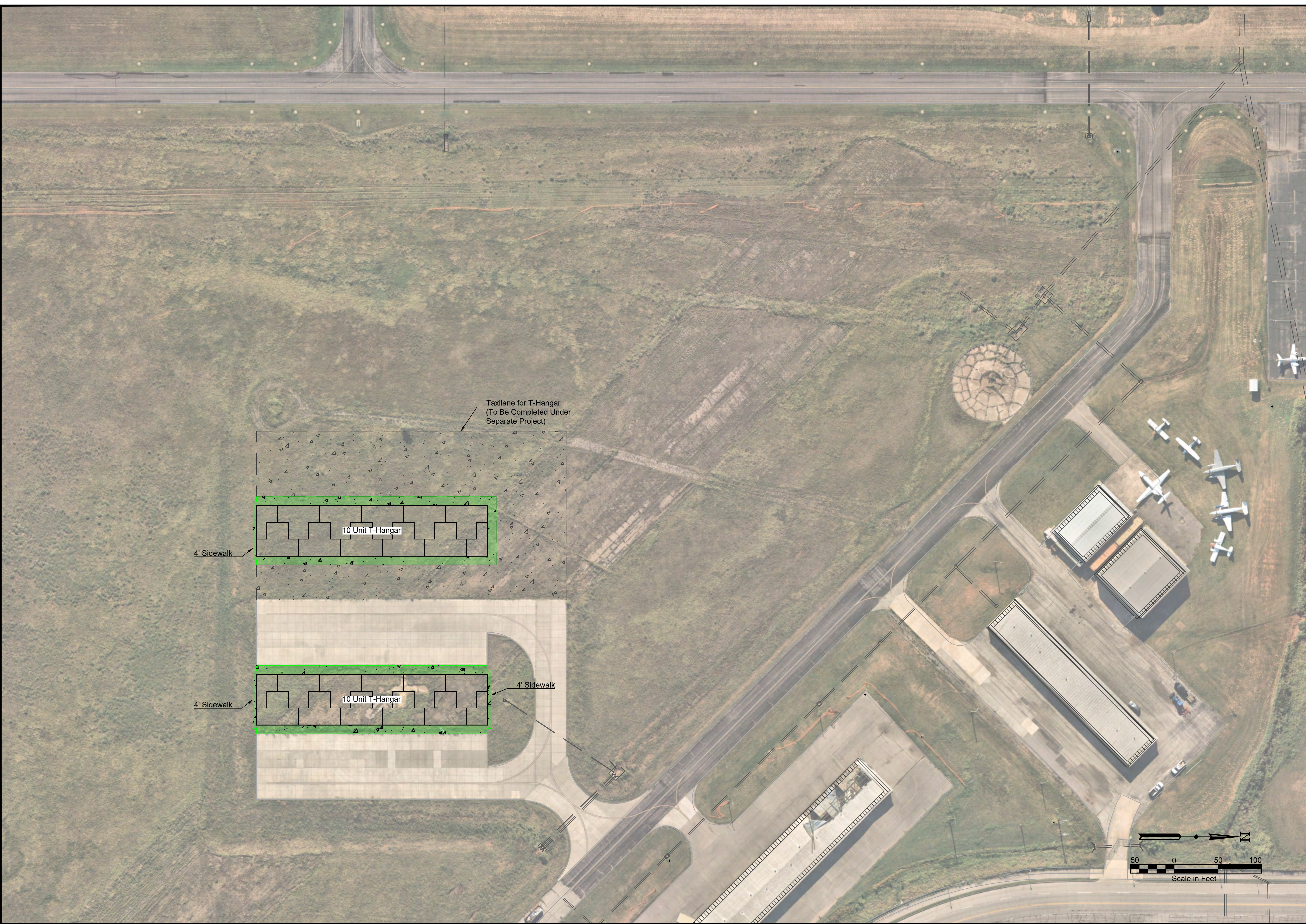
Title: Aviation Director \_\_\_\_\_

Title: \_\_\_\_\_

Date: 11/11/2024 \_\_\_\_\_

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

Drawing Name: I:\OKC\PRJ\000023\92\00 - AGREEMENT\02 - T-Hangars\CONTRACT\ACAD\23192 - Project Exhibit.dwg, Nov 05, 2024 - 2:39pm  
Last Saved By: rgooch 2024/11/05  
Plot Style: as.ctb



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**Lochner**

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CITY OF SHAWNEE, OKLAHOMA

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|                 |       |
|-----------------|-------|
| PROJECT NO.     | ##### |
| DRAWN BY        | DATE  |
| CHECKED BY      | DATE  |
| DESIGNED BY     | DATE  |
| REVISIONS       | DATE  |
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|                 |       |
| PROJECT EXHIBIT |       |

1

Page 33 of 51



## DERIVATION OF CONSULTANT PROJECT COSTS BASIC AND SPECIAL SERVICES

Task Order 02 – Construct Two 10 Unit T-Hangars

SHAWNEE REGIONAL AIRPORT  
SHAWNEE, OKLAHOMA

November 8, 2024

### 1. DIRECT SALARY COSTS:

| <u>TITLE</u>               | <u>HOURS</u> | <u>RATE/HOUR</u> | <u>COST (\$)</u> |
|----------------------------|--------------|------------------|------------------|
| Principal                  | 0            | \$105.00         | \$ -             |
| Project Manager            | 6            | \$99.00          | \$ 594.00        |
| Senior Electrical Engineer | 0            | \$90.00          | \$ -             |
| Senior Design Engineer     | 52           | \$98.00          | \$ 5,096.00      |
| Design Engineer            | 52           | \$66.00          | \$ 3,432.00      |
| Senior Airport Planner     | 4            | \$74.00          | \$ 296.00        |
| Environmental Scientist    | 0            | \$60.00          | \$ -             |
| Engineer Intern            | 219          | \$42.00          | \$ 9,198.00      |
| Design Technician          | 77           | \$50.00          | \$ 3,850.00      |
| Administrative Assistant   | 100          | \$49.00          | \$ 4,900.00      |

Total Direct Salary Costs = \$ 27,366.00

### 2. OVERHEAD, ADMINISTRATIVE EXPENSES, AND PROFIT MULTIPLIER

Overhead, Administrative Expenses, and Profit Multiplier per  
Section 4. Compensation and Attachment "A" - Lochner 2024  
Compensation Rates in Five-Year Master On-Call Agreement dated  
July 17, 2024

3.0876

### 3. CONTRACT MULTIPLIER APPLIED TO DIRECT LABOR

= \$ 84,495.26

### 4. OUT-OF-POCKET EXPENSES:

|                             |     |                       |           |
|-----------------------------|-----|-----------------------|-----------|
| a. Mileage                  | 340 | miles @ \$0.67/mile = | \$ 227.80 |
| b. Meals                    | 4   | @ \$68.00/day =       | \$ 272.00 |
| c. Motel                    | 0   | days @ \$126.00/day = | \$ -      |
| d. Mailing & Misc. Expenses |     | =                     | \$ 254.94 |

Total Out-of-Pocket Expenses = \$ 754.74

### 5. SUBCONTRACT COST:

|                               |              |
|-------------------------------|--------------|
| a. Geotechnical Investigation | \$ 11,250.00 |
| b. Architectural              | \$ 25,000.00 |

### 6. TOTAL FEE:

Items 3, 4 and 5 \$ 121,500.00



ENGINEERING BASIC AND SPECIAL SERVICES - COST BREAKDOWN

Task Order 02 – Construct Two 10 Unit T-Hangars

SHAWNEE REGIONAL AIRPORT  
SHAWNEE, OKLAHOMA

November 8, 2024

|                                             | Classification:<br>Hourly Rate: | Principal<br>\$324.20 | Project<br>Manager<br>\$305.67 | Senior<br>Electrical<br>Engineer<br>\$277.88 | Senior Design<br>Engineer<br>\$302.58 | Design<br>Engineer<br>\$203.78 | Senior Airport<br>Planner<br>\$228.48 | Environmental<br>Scientist<br>\$185.26 | Engineer Intern<br>\$129.68 | Design<br>Technician<br>\$154.38 | Administrative<br>Assistant<br>\$151.29 | Other Costs  |
|---------------------------------------------|---------------------------------|-----------------------|--------------------------------|----------------------------------------------|---------------------------------------|--------------------------------|---------------------------------------|----------------------------------------|-----------------------------|----------------------------------|-----------------------------------------|--------------|
| <b>A. BASIC SERVICES</b>                    |                                 |                       |                                |                                              |                                       |                                |                                       |                                        |                             |                                  |                                         |              |
| 1. PRELIMINARY PHASE:                       |                                 | 0                     | 6                              | 0                                            | 9                                     | 8                              | 4                                     | 0                                      | 8                           | 0                                | 12                                      | (2)          |
| Labor Subtotal =                            | \$9,954.42                      | \$0.00                | \$1,834.03                     | \$0.00                                       | \$2,723.26                            | \$1,630.25                     | \$913.93                              | \$0.00                                 | \$1,037.43                  | \$0.00                           | \$1,815.51                              |              |
| Expense Subtotal =                          | \$ 45.58                        |                       |                                |                                              |                                       |                                |                                       |                                        |                             |                                  |                                         | \$ 45.58     |
| Subconsultant Subtotal =                    | \$ -                            |                       |                                |                                              |                                       |                                |                                       |                                        |                             |                                  |                                         | \$ -         |
| Total Fee                                   | \$ 10,000.00                    |                       |                                |                                              |                                       |                                |                                       |                                        |                             |                                  |                                         |              |
| 2. DESIGN PHASE - ENGINEER'S DESIGN REPORT: |                                 | 0                     | 0                              | 0                                            | 0                                     | 0                              | 0                                     | 0                                      | 0                           | 0                                | 0                                       |              |
| Labor Subtotal =                            | \$0.00                          | \$0.00                | \$0.00                         | \$0.00                                       | \$0.00                                | \$0.00                         | \$0.00                                | \$0.00                                 | \$0.00                      | \$0.00                           | \$0.00                                  |              |
| Expense Subtotal =                          | \$ -                            |                       |                                |                                              |                                       |                                |                                       |                                        |                             |                                  |                                         | \$ -         |
| Subconsultant Subtotal =                    | \$ -                            |                       |                                |                                              |                                       |                                |                                       |                                        |                             |                                  |                                         | \$ -         |
| Total Fee                                   | \$ -                            |                       |                                |                                              |                                       |                                |                                       |                                        |                             |                                  |                                         |              |
| 3. DESIGN PHASE - PLANS AND SPECS:          |                                 | 0                     | 0                              | 0                                            | 24                                    | 29                             | 0                                     | 0                                      | 169                         | 76                               | 21                                      | (2) (3)      |
| Labor Subtotal =                            | \$49,997.51                     | \$0.00                | \$0.00                         | \$0.00                                       | \$7,262.04                            | \$5,909.67                     | \$0.00                                | \$0.00                                 | \$21,915.78                 | \$11,732.88                      | \$3,177.14                              |              |
| Expense Subtotal =                          | \$ 52.49                        |                       |                                |                                              |                                       |                                |                                       |                                        |                             |                                  |                                         | \$ 52.49     |
| Subconsultant Subtotal =                    | \$ 23,750.00                    |                       |                                |                                              |                                       |                                |                                       |                                        |                             |                                  |                                         | \$ 23,750.00 |
| Total Fee                                   | \$ 73,800.00                    |                       |                                |                                              |                                       |                                |                                       |                                        |                             |                                  |                                         |              |
| 4. BIDDING PHASE:                           |                                 | 0                     | 0                              | 0                                            | 18                                    | 13                             | 0                                     | 0                                      | 16                          | 0                                | 42                                      | (1) (2) (3)  |
| Labor Subtotal =                            | \$16,524.84                     | \$0.00                | \$0.00                         | \$0.00                                       | \$5,446.53                            | \$2,649.16                     | \$0.00                                | \$0.00                                 | \$2,074.87                  | \$0.00                           | \$6,354.28                              |              |
| Expense Subtotal =                          | \$ 325.16                       |                       |                                |                                              |                                       |                                |                                       |                                        |                             |                                  |                                         | \$ 325.16    |
| Subconsultant Subtotal =                    | \$ 1,250.00                     |                       |                                |                                              |                                       |                                |                                       |                                        |                             |                                  |                                         | \$ 1,250.00  |
| Total Fee                                   | \$ 18,100.00                    |                       |                                |                                              |                                       |                                |                                       |                                        |                             |                                  |                                         |              |
| PART A SUBTOTAL =                           | \$ 101,900.00                   |                       |                                |                                              |                                       |                                |                                       |                                        |                             |                                  |                                         |              |

|                                             | Classification:<br>Hourly Rate: | Principal<br>\$324.20 | Project<br>Manager<br>\$305.67 | Senior<br>Electrical<br>Engineer<br>\$277.88 | Senior Design<br>Engineer<br>\$302.58 | Design<br>Engineer<br>\$203.78 | Senior Airport<br>Planner<br>\$228.48 | Environmental<br>Scientist<br>\$185.26 | Engineer Intern<br>\$129.68 | Design<br>Technician<br>\$154.38 | Administrative<br>Assistant<br>\$151.29 | Other Costs  |
|---------------------------------------------|---------------------------------|-----------------------|--------------------------------|----------------------------------------------|---------------------------------------|--------------------------------|---------------------------------------|----------------------------------------|-----------------------------|----------------------------------|-----------------------------------------|--------------|
| <b>B. SPECIAL SERVICES</b>                  |                                 |                       |                                |                                              |                                       |                                |                                       |                                        |                             |                                  |                                         |              |
| 1. ADMINISTRATIVE ASSISTANCE:               |                                 | 0                     | 0                              | 0                                            | 1                                     | 0                              | 0                                     | 0                                      | 16                          | 0                                | 25                                      | (2)          |
| Labor Subtotal =                            | \$6,159.76                      | \$0.00                | \$0.00                         | \$0.00                                       | \$302.58                              | \$0.00                         | \$0.00                                | \$0.00                                 | \$2,074.87                  | \$0.00                           | \$3,782.31                              |              |
| Expense Subtotal =                          | \$ 40.24                        |                       |                                |                                              |                                       |                                |                                       |                                        |                             |                                  |                                         | \$ 40.24     |
| Subconsultant Subtotal =                    | \$ -                            |                       |                                |                                              |                                       |                                |                                       |                                        |                             |                                  |                                         | \$ -         |
| <b>Total Fee</b>                            | <b>\$ 6,200.00</b>              |                       |                                |                                              |                                       |                                |                                       |                                        |                             |                                  |                                         |              |
| 2. FIELD SURVEY - ENGINEERING DESIGN:       |                                 | 0                     | 0                              | 0                                            | 0                                     | 0                              | 0                                     | 0                                      | 0                           | 0                                | 0                                       |              |
| Labor Subtotal =                            | \$0.00                          | \$0.00                | \$0.00                         | \$0.00                                       | \$0.00                                | \$0.00                         | \$0.00                                | \$0.00                                 | \$0.00                      | \$0.00                           | \$0.00                                  |              |
| Expense Subtotal =                          | \$ -                            |                       |                                |                                              |                                       |                                |                                       |                                        |                             |                                  |                                         | \$ -         |
| Subconsultant Subtotal =                    | \$ -                            |                       |                                |                                              |                                       |                                |                                       |                                        |                             |                                  |                                         | \$ -         |
| <b>Total Fee</b>                            | <b>\$ -</b>                     |                       |                                |                                              |                                       |                                |                                       |                                        |                             |                                  |                                         |              |
| 3. GEOTECHNICAL AND PAVEMENT INVESTIGATION: |                                 | 0                     | 0                              | 0                                            | 0                                     | 2                              | 0                                     | 0                                      | 10                          | 1                                | 0                                       | (1) (2) (3)  |
| Labor Subtotal =                            | \$1,858.74                      | \$0.00                | \$0.00                         | \$0.00                                       | \$0.00                                | \$407.56                       | \$0.00                                | \$0.00                                 | \$1,296.79                  | \$154.38                         | \$0.00                                  |              |
| Expense Subtotal =                          | \$ 291.26                       |                       |                                |                                              |                                       |                                |                                       |                                        |                             |                                  |                                         | \$ 291.26    |
| Subconsultant Subtotal =                    | \$ 11,250.00                    |                       |                                |                                              |                                       |                                |                                       |                                        |                             |                                  |                                         | \$ 11,250.00 |
| <b>Total Fee</b>                            | <b>\$ 13,400.00</b>             |                       |                                |                                              |                                       |                                |                                       |                                        |                             |                                  |                                         |              |
| 4. PERMITTING / CATEX CHECKLIST:            |                                 | 0                     | 0                              | 0                                            | 0                                     | 0                              | 0                                     | 0                                      | 0                           | 0                                | 0                                       |              |
| Labor Subtotal =                            | \$0.00                          | \$0.00                | \$0.00                         | \$0.00                                       | \$0.00                                | \$0.00                         | \$0.00                                | \$0.00                                 | \$0.00                      | \$0.00                           | \$0.00                                  |              |
| Expense Subtotal =                          | \$ -                            |                       |                                |                                              |                                       |                                |                                       |                                        |                             |                                  |                                         | \$ -         |
| Subconsultant Subtotal =                    | \$ -                            |                       |                                |                                              |                                       |                                |                                       |                                        |                             |                                  |                                         | \$ -         |
| <b>Total Fee</b>                            | <b>\$ -</b>                     |                       |                                |                                              |                                       |                                |                                       |                                        |                             |                                  |                                         |              |
| <b>PART B SUBTOTAL =</b>                    | <b>\$ 19,600.00</b>             |                       |                                |                                              |                                       |                                |                                       |                                        |                             |                                  |                                         |              |
| <b>GRAND TOTAL =</b>                        | <b>\$ 121,500.00</b>            |                       |                                |                                              |                                       |                                |                                       |                                        |                             |                                  |                                         |              |

- (1) Mileage, Motel and Meals  
(2) Mailing and Misc. Expenses  
(3) Subcontract Cost

**TASK ORDER (03) AGREEMENT (the "Agreement")**

Owner: **Shawnee Airport Authority on behalf of the City of Shawnee**

Client: **Shawnee Regional Airport (SNL)**

Consultant: **H.W. Lochner, Inc. ("Lochner")**

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

Referenced Master-On-Call (MOC) Agreement: **City of Shawnee – 5-Year MOC (23192) Agreement Dated July 17, 2024.**

Task Order Project: **Task Order 03 – Construct Taxilane for Future Hangar Development at Shawnee Regional Airport (SNL).**

Lochner and the Client (collectively, the "Parties" and individually, a "Party") agree as follows:

**1. Task Order Agreement.** This Agreement is a contract between Lochner (Consultant) and the City of Shawnee (Client) for Consultant to perform architectural and engineering design and bidding services outlining the scope, schedule and fee on the Project. This Task Order assumes the terms and conditions of the above referenced MOC Agreement.

**Article I  
Scope of Services**

WHEREAS, the Owner has agreed to employ the Consultant to provide the engineering services required by performing topographical surveys, geotechnical investigations, and for preparing engineer's, designs, construction plans, contract documents/technical specifications, tabulation of construction quantities, engineer's opinion of probable construction cost, schedule, and project budget. The Consultant shall also assist the Owner with bidding and administrative services. The Owner may add to this Agreement by Supplement the additional services for construction administration, construction observation, construction materials acceptance testing, and construction closeout services for the proposed Project upon completion of the Design Phase services.

*Assumptions, Clarifications, and Exclusions (refer to attached project exhibit):*

- 1. The Scope of Services is based on the funding sources from the Sponsor and the Oklahoma Department of Aerospace and Aeronautics (ODAA) with no monies from the Federal Aviation Administration (FAA). Use of FAA funding brings additional requirements to the design and construction of the project, including, but not limited to, a Disadvantaged Business Enterprise Program and/or Goals update, Disadvantaged Business Enterprise utilization, Buy American Requirements, Prevailing Wages, use of AC 150/5370-10H "Standards for Specifying Construction of Airports", additional grant documentation and coordination. If Federal Funds are requested the addition of the federal requirements may be added to this agreement via supplement.*
- 2. Project will be designed and bid with Base Bid being the length of taxilane to service the first large apron north of the taxilane for the first hangar on the north side of the taxilane and the first box hangar on the south side of the taxilane and one Add Alternate for the remainder of the taxilane that will service the hangar development area. The add alternate will not be split into multiple additional alternates that would incrementally increase additional pavement area to meet project budget.*
- 3. The basis of pavement design will be based off an ADG-II, Gulfstream IV aircraft and geometric design will be based on an TDG-2B, ERJ 145 aircraft.*

4. *The future Hangar Development area will be considered in the design of the taxilane, however, explicit design of pavements, drainage, drainage structures, site grading, buildings, utilities, parking lots or access roads for the hangar development area is not included in this scope.*
5. *A pavement design will be completed as a part of this scope of services.*
6. *An underdrain system will be incorporated to help protect the pavement from subsurface drainage.*
7. *The various existing taxilanes at the airport currently do not have any edge lighting or signage. Lighting and Signage will not be provided for the proposed taxilane and is excluded from this scope of services.*
8. *Taxilane edge lighting will only be installed up to the L-2 taper on the new Taxilane.*
9. *The existing edge light spacing along the taxiway at the taxilane connection will be adjusted to accommodate the new taxilane connection in accordance with FAA advisory circulars (ACs).*
10. *It is assumed that the existing taxiway regulator is adequate to accommodate the number of lights requiring adjustments. No evaluation or modifications to the existing regulator will be made.*
11. *Grading and drainage will be designed to meet FAA criteria. Project will be a Design & Construction ODAA Grant with no FAA participation.*
12. *Oklahoma Department of Transportation (ODOT) specifications, materials, construction methods, and acceptance per the ODOT specifications will be used for applicable and appropriate materials.*
13. *It is assumed that no FAA review of the Plans and Specifications will be required.*
14. *Project will be bid as singular project and will not be included in or as part of any other project bidding at that time.*

*If any item listed above is deemed to be required, it may be added to this agreement as a supplemental agreement.*

All services will be performed in accordance with good engineering practice and applicable published design criteria of the FAA, primarily FAA Advisory Circulars.

- AC 150/5300-13B "Airport Design, Chg.1" dated 08/16/2024
- AC 150/5320-5D "Airport Drainage Design" dated 08/15/2013
- AC 150/5320-6G "Airport Pavement Design and Evaluation" dated 06/07/2021
- AC 150/5340-1M "Standards for Airport Markings" dated 05/10/2019
- AC 150/5370-2G "Operational Safety on Airports During Construction" dated 12/13/2017
- Advisory Circular 150/5370-10H "Standards for Specifying Construction of Airports" dated 12/21/2018
- Oklahoma DOT Specifications, where permissible

The following is a detailed description of the specific engineering services that are a duty of this Agreement.

## **A. BASIC SERVICES**

### **1. Preliminary Phase**

- a. Coordination with the Owner and ODAA regarding Project scope, schedule, and budget.

- b. Prepare scope of services associated with topographical survey and subconsultant agreements.
  - c. Prepare scope of services associated with geotechnical investigation services and subconsultant agreements.
  - d. Update the Sponsor's 5-year Capital Improvement Program and Overall Development Objective sheet to reflect the project and submit to FAA for approval.
2. Design Phase – Engineer's Design Report (EDR) – *An EDR will not be performed as part of this scope of work. If an EDR is deemed to be required, this service may be added to this agreement as a supplemental agreement.*
3. Design Phase – Plans and Specifications
  - a. Prepare Construction Plans and Contract Documents/Technical Specifications for the Project.
    - 1) Prepare Construction Plans for the Project. The Construction Plans will generally include the following:
      - Title Sheet (1 Sheet)
      - General Airport Layout Plan and General Notes (1 Sheet)
      - Construction Safety and Phasing Plan (2 Sheet)
      - Construction Safety and Phasing Plan Notes and Details (3 Sheets)
      - Summary of Quantities and Pay Item Notes (1 Sheet)
      - Typical Sections (1 Sheet)
      - Demolition Plan (1 Sheet)
      - Taxilane Plan and Profile Sheet - Base Bid (1 Sheet)
      - Taxilane Plan and Profile Sheets - Add Alternate No.1 (2 Sheets)
      - Spot Elevations (2 Sheets)
      - PCC Joint Layout and Plans (3 Sheets)
      - PCC Joint Details (1 Sheet)
      - Grading Plan Erosion Control Plans (2 Sheets)
      - Grading and Erosion Control Details (1 Sheet)
      - Pavement Marking Plans (1 Sheet)
      - Pavement Marking Details (1 Sheet)
      - Drainage Details (2 Sheets)
      - Taxiway Edge Lighting Plan (2 Sheets)
      - Electrical Details (1 Sheet)
      - Miscellaneous Details (1 Sheet)
      - Cross Sections (4 Sheets)

- 2) Prepare Contract Documents/Technical Specifications that are in accordance with FAA criteria and satisfy project specific needs. The specifications shall be developed using FAA Advisory Circular 150/5370-10H, and where practical, Oklahoma DOT Specifications.
- 3) Submit preliminary (90% completion) Construction Plans, Contract Documents/Technical Specifications, engineer's opinion of probable construction cost, and Project budget to the Owner and ODAA for review and comment. PDF copies will be submitted electronically with hard copies provided upon request.
- 4) Finalize Construction Plans, and Contract Documents/Technical Specifications with consideration of preliminary review comments.
- 5) Submit Final Construction Plans and Contract Documents/Technical Specifications to the Owner and ODAA for final approval and authorization to advertise. PDF copies will be submitted electronically with hard copies provided upon request.

#### 4. Bidding Phase

- a. Assist the Owner with advertisement for bids. The Consultant shall prepare the advertisement and send the "Notice to Bidders" to prospective Contractors. (The Owner shall place the advertisement in the appropriate media.)
- b. Print and distribute Construction Plans and Contract Documents/Technical Specifications to plan holding houses and prospective Bidders.
- c. Answer prospective bidder questions (RFIs), clarify points, and issue addenda as necessary pertaining to the Construction Plans and Contract Documents/Technical Specifications during the Bidding Phase.
- d. Prepare meeting agenda and attend one pre-bid conference at the Shawnee Regional Airport.
- e. Prepare and issue addenda during the Bidding Phase as required. For budgeting purposes, an estimated three (3) addenda are assumed to be issued during the bidding phase.
- f. The Consultant will attend the bid opening in the City of Shawnee and assist the Owner with receipt of bids.
- g. Tabulate and analyze bid results, prepare comparison of bids versus Project budget/available funding, review Contractor's qualifications and DBE subcontractor's list provided by the Contractor, and prepare a letter of recommendation to award based on the lowest, responsive, and responsible bidder.

## **B. SPECIAL SERVICES**

### 1. Administrative Assistance

- a. Prepare one (1) ODAA construction grant application.

- b. Prepare Notice of Award Letter for Apparent Low Bidder.
- c. Prepare and submit FAA Form 7460 for project limits identified in the CSPP.
- d. Assist the Owner in preparation of Invoice Summary forms as required for requests for reimbursement.

## 2. Field Survey – Engineering Design

Lochner's Subconsultant, Frontier Land Surveying, to perform field surveys as required for the Project. Reference the red area in the attached Survey Scope Exhibit for the survey scope of services.

## 3. Pavement and Geotechnical Investigation

Lochner's Subconsultant, Terracon Consultants Inc, to perform pavement and geotechnical investigations for the Project. Reference the attached Geotechnical Investigation Scope Exhibit for the geotechnical scope of services. *Lochner will provide one (1) day of escorting, if additional days are needed, they may be added to this agreement as a supplemental agreement.*

## 4. Permitting / CATEX Checklist

- a. Assist the Owner in preparation of Notice of Intent land disturbance permit for submittal to ODEQ.
- b. Prepare NEPA documentation to include a Categorical Exclusion checklist and coordinating with regulatory agencies.
- c. Documented Categorical Exclusion (CATEX)
  - 1. The CATEX documentation for the will determine potential significant impacts associated with the construction of the taxilane and grading operations.
- d. *A Phase I and/or Phase II cultural resource survey, as well as an Archaeological Survey is not included in this scope of work. If a Phase I and/or Phase II cultural resource survey, as well as an Archaeological Survey is deemed to be required by FAA this service may be added to this agreement as a supplemental agreement.*
- e. *It will be the responsibility of the Contractor to prepare a Storm Water Pollution Prevention Plan (SWPPP) for the construction project to be retained on site.*
- f. *It will be the responsibility of the contractor to apply for and obtain Notice of Intent and Notice of Termination through Oklahoma Department of Environmental Quality.*

## ARTICLE II TIME SCHEDULE

The Consultant agrees to proceed with the services immediately upon receipt of a written Notice to Proceed (NTP) by the Owner, and to employ such personnel as required to complete the Scope of Services in accordance with the following time schedule:

### **SCHEDULED PERFORMANCE IN CALENDAR DAYS**

#### **A. BASIC SERVICES**

1. Preliminary Phase .....As Required
2. Design Phase – Design Report.....May be Added by Supplemental Agreement
3. Design Phase – Plans and Specifications
  - a.3) Submit Preliminary Plans and Specifications ..... 180 Calendar Days After Receipt of Survey and Geotechnical Deliverable.
  - a.5) Submit Final Plans and Specifications..... 90 Calendar Days After Receipt of Review Comments for Item A.3.a.3)
4. Bidding Phase .....As Required

#### **B. SPECIAL SERVICES**

1. Administrative Assistance .....As Required
2. Field Survey – Engineering Design..... 45 Calendar Days After Receipt of NTP
3. Pavement and Geotechnical Investigation..... 90 Calendar Days After Receipt of NTP
4. Permitting / CATEx Checklist .....As Required

The schedule presented above does not include review time by the Owner, ODAA or other interested agencies.

### ARTICLE III COMPENSATION

The Owner agrees to compensate the Consultant for performing engineering services as described herein on the following basis:

#### COMPENSATION SCHEDULE

##### **A. BASIC SERVICES**

|                                                 |                                        |
|-------------------------------------------------|----------------------------------------|
| 1. Preliminary Phase .....                      | \$ 10,000.00 Lump Sum                  |
| 2. Design Phase – Engineer's Design Report..... | May be Added by Supplemental Agreement |
| 3. Design Phase – Plans and Specifications..... | \$ 224,000.00 Lump Sum                 |
| 4. Bidding Phase .....                          | <u>\$ 16,800.00 Lump Sum</u>           |
| Subtotal Basic Services                         | \$ 250,800.00 Lump Sum                 |

##### **B. SPECIAL SERVICES**

|                                                 |                               |
|-------------------------------------------------|-------------------------------|
| 1. Administrative Assistance .....              | \$ 5,400.00 Lump Sum          |
| 2. Field Survey – Engineering Design.....       | \$ 11,600.00 Lump Sum         |
| 3. Pavement and Geotechnical Investigation..... | \$ 21,400.00 Lump Sum         |
| 4. Permitting / CATEX Checklist .....           | <u>\$ 15,300.00 Lump Sum</u>  |
| Subtotal Special Services                       | \$ 53,700.00 Lump Sum         |
| <b>Total Basic and Special Services</b>         | <b>\$ 304,500.00 Lump Sum</b> |

The Consultant shall not proceed with the services described herein until written authorization in the form of a Notice to Proceed is received from the Owner.

For Item A. Basic Services, and Item B. Special Services, partial payment shall be made to the Consultant for those portions of the services completed. The Consultant shall submit to the Owner a monthly statement showing an estimate of completion, and the portion of compensation requested for each element and phase of the services. The request for partial payments will not be in excess of the value of the services completed at the time the statement is rendered.

**H.W. LOCHNER, INC.**

By:  \_\_\_\_\_

Title: Aviation Director

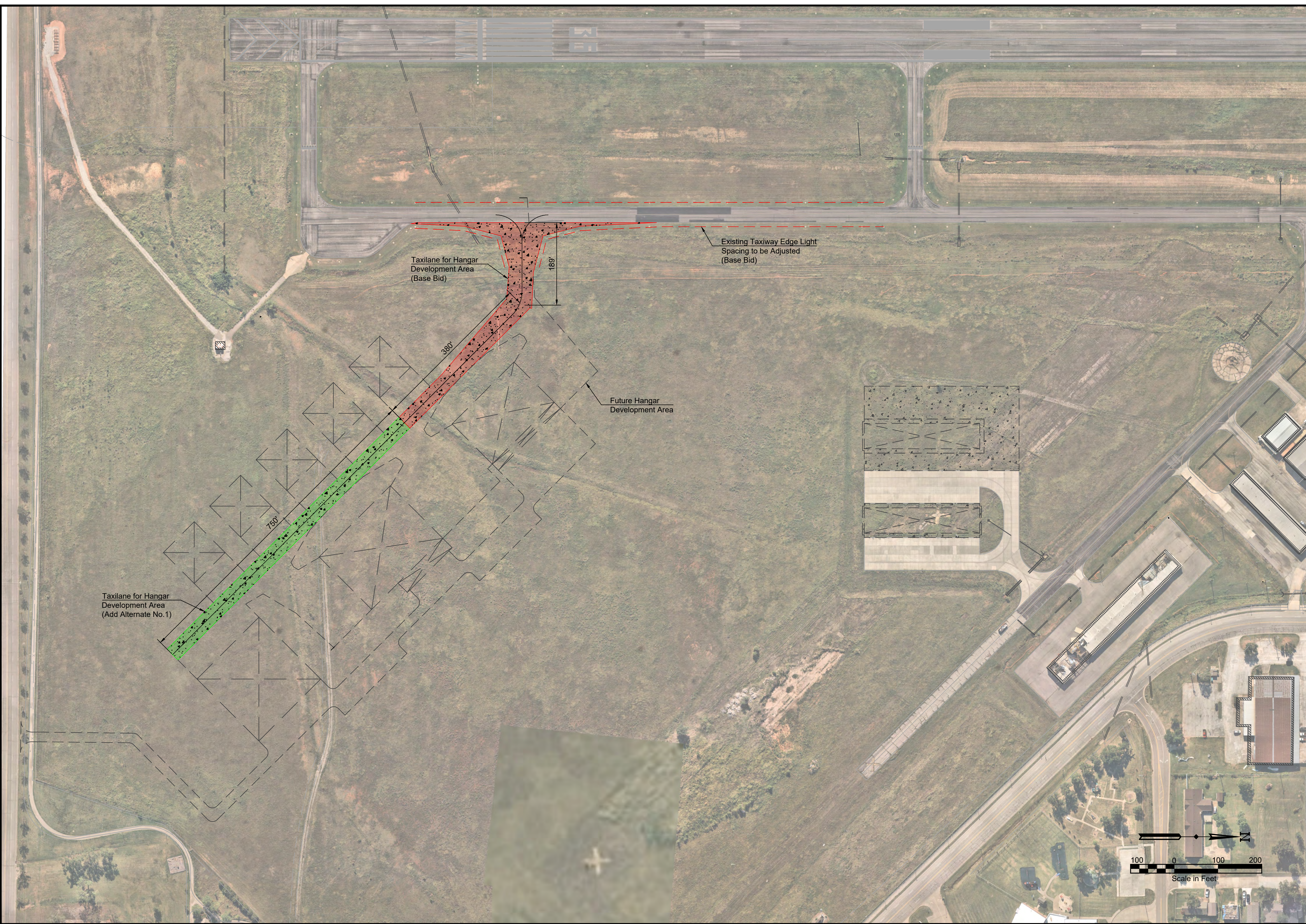
Date: 11/11/2024

**SHAWNEE AIRPORT AUTHORITY**

By: \_\_\_\_\_

Title: \_\_\_\_\_

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



This document is preliminary in nature and is not a final signed and sealed document.

**Lochner**

6301 Waterford Blvd.  
Suite 310  
Oklahoma City, OK 73118  
P 405.748.6651  
www.hwlochner.com

**CITY OF SHAWNEE, OKLAHOMA**

**SHAWNEE REGIONAL AIRPORT**  
Shawnee, Oklahoma

|                 |       |
|-----------------|-------|
| PROJECT NO.     | ##### |
| DRAWN BY        | DATE  |
| CHECKED BY      | DATE  |
| DESIGNED BY     | DATE  |
| REVISIONS       | DATE  |
|                 |       |
|                 |       |
|                 |       |
|                 |       |
|                 |       |
|                 |       |
| PROJECT EXHIBIT |       |

1

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## DERIVATION OF CONSULTANT PROJECT COSTS BASIC AND SPECIAL SERVICES

Task Order 03 – Construct Taxilane for Future Hangar Development

SHAWNEE REGIONAL AIRPORT  
SHAWNEE, OKLAHOMA

November 8, 2024

### 1. DIRECT SALARY COSTS:

| <u>TITLE</u>               | <u>HOURS</u> | <u>RATE/HOUR</u> | <u>COST (\$)</u> |
|----------------------------|--------------|------------------|------------------|
| Principal                  | 0            | \$105.00         | \$ -             |
| Project Manager            | 6            | \$99.00          | \$ 594.00        |
| Senior Electrical Engineer | 0            | \$90.00          | \$ -             |
| Senior Design Engineer     | 66           | \$98.00          | \$ 6,468.00      |
| Design Engineer            | 296          | \$66.00          | \$ 19,536.00     |
| Senior Airport Planner     | 4            | \$74.00          | \$ 296.00        |
| Environmental Scientist    | 33           | \$60.00          | \$ 1,980.00      |
| Engineer Intern            | 828          | \$42.00          | \$ 34,776.00     |
| Design Technician          | 397          | \$50.00          | \$ 19,850.00     |
| Administrative Assistant   | 104          | \$49.00          | \$ 5,096.00      |

Total Direct Salary Costs = \$ 88,596.00

### 2. OVERHEAD, ADMINISTRATIVE EXPENSES, AND PROFIT MULTIPLIER

Overhead, Administrative Expenses, and Profit Multiplier per  
Section 4. Compensation and Attachment "A" - Lochner 2024  
Compensation Rates in Five-Year Master On-Call Agreement dated  
July 17, 2024

3.0876

### 3. CONTRACT MULTIPLIER APPLIED TO DIRECT LABOR

= \$ 273,549.01

### 4. OUT-OF-POCKET EXPENSES:

|                             |     |                       |           |
|-----------------------------|-----|-----------------------|-----------|
| a. Mileage                  | 340 | miles @ \$0.67/mile = | \$ 227.80 |
| b. Meals                    | 4   | @ \$68.00/day =       | \$ 272.00 |
| c. Motel                    | 0   | days @ \$126.00/day = | \$ -      |
| d. Mailing & Misc. Expenses |     | =                     | \$ 416.19 |

Total Out-of-Pocket Expenses = \$ 915.99

### 5. SUBCONTRACT COST:

|                               |              |
|-------------------------------|--------------|
| a. Design Survey              | \$ 10,835.00 |
| b. Geotechnical Investigation | \$ 19,200.00 |

### 6. TOTAL FEE:

Items 3, 4 and 5 \$ 304,500.00



ENGINEERING BASIC AND SPECIAL SERVICES - COST BREAKDOWN

Task Order 03 – Construct Taxilane for Future Hangar Development

SHAWNEE REGIONAL AIRPORT  
SHAWNEE, OKLAHOMA

November 8, 2024

|                                            | Classification:<br>Hourly Rate: | Principal<br>\$324.20 | Project<br>Manager<br>\$305.67 | Senior<br>Electrical<br>Engineer<br>\$277.88 | Senior Design<br>Engineer<br>\$302.58 | Design<br>Engineer<br>\$203.78 | Senior Airport<br>Planner<br>\$228.48 | Environmental<br>Scientist<br>\$185.26 | Engineer Intern<br>\$129.68 | Design<br>Technician<br>\$154.38 | Administrative<br>Assistant<br>\$151.29 | Other Costs |
|--------------------------------------------|---------------------------------|-----------------------|--------------------------------|----------------------------------------------|---------------------------------------|--------------------------------|---------------------------------------|----------------------------------------|-----------------------------|----------------------------------|-----------------------------------------|-------------|
| <b>A. BASIC SERVICES</b>                   |                                 |                       |                                |                                              |                                       |                                |                                       |                                        |                             |                                  |                                         |             |
| 1. PRELIMINARY PHASE:                      |                                 | 0                     | 6                              | 0                                            | 9                                     | 8                              | 4                                     | 0                                      | 8                           | 0                                | 12                                      | (2)         |
| Labor Subtotal =                           | \$9,954.42                      | \$0.00                | \$1,834.03                     | \$0.00                                       | \$2,723.26                            | \$1,630.25                     | \$913.93                              | \$0.00                                 | \$1,037.43                  | \$0.00                           | \$1,815.51                              |             |
| Expense Subtotal =                         | \$ 45.58                        |                       |                                |                                              |                                       |                                |                                       |                                        |                             |                                  |                                         | \$ 45.58    |
| Subconsultant Subtotal =                   | \$ -                            |                       |                                |                                              |                                       |                                |                                       |                                        |                             |                                  |                                         | \$ -        |
| Total Fee                                  | \$ 10,000.00                    |                       |                                |                                              |                                       |                                |                                       |                                        |                             |                                  |                                         |             |
| 2. DESIGN PHASE - ENGINEER'S DESIGN REPORT |                                 | 0                     | 0                              | 0                                            | 0                                     | 0                              | 0                                     | 0                                      | 0                           | 0                                | 0                                       |             |
| Labor Subtotal =                           | \$0.00                          | \$0.00                | \$0.00                         | \$0.00                                       | \$0.00                                | \$0.00                         | \$0.00                                | \$0.00                                 | \$0.00                      | \$0.00                           | \$0.00                                  |             |
| Expense Subtotal =                         | \$ -                            |                       |                                |                                              |                                       |                                |                                       |                                        |                             |                                  |                                         | \$ -        |
| Subconsultant Subtotal =                   | \$ -                            |                       |                                |                                              |                                       |                                |                                       |                                        |                             |                                  |                                         | \$ -        |
| Total Fee                                  | \$ -                            |                       |                                |                                              |                                       |                                |                                       |                                        |                             |                                  |                                         |             |
| 3. DESIGN PHASE - PLANS AND SPECS:         |                                 | 0                     | 0                              | 0                                            | 38                                    | 271                            | 0                                     | 0                                      | 738                         | 374                              | 25                                      | (2)         |
| Labor Subtotal =                           | \$223,946.72                    | \$0.00                | \$0.00                         | \$0.00                                       | \$11,498.22                           | \$55,224.81                    | \$0.00                                | \$0.00                                 | \$95,703.25                 | \$57,738.12                      | \$3,782.31                              |             |
| Expense Subtotal =                         | \$ 53.28                        |                       |                                |                                              |                                       |                                |                                       |                                        |                             |                                  |                                         | \$ 53.28    |
| Subconsultant Subtotal =                   | \$ -                            |                       |                                |                                              |                                       |                                |                                       |                                        |                             |                                  |                                         | \$ -        |
| Total Fee                                  | \$ 224,000.00                   |                       |                                |                                              |                                       |                                |                                       |                                        |                             |                                  |                                         |             |
| 4. BIDDING PHASE:                          |                                 | 0                     | 0                              | 0                                            | 18                                    | 13                             | 0                                     | 0                                      | 16                          | 0                                | 42                                      | (1) (2)     |
| Labor Subtotal =                           | \$16,524.84                     | \$0.00                | \$0.00                         | \$0.00                                       | \$5,446.53                            | \$2,649.16                     | \$0.00                                | \$0.00                                 | \$2,074.87                  | \$0.00                           | \$6,354.28                              |             |
| Expense Subtotal =                         | \$ 275.16                       |                       |                                |                                              |                                       |                                |                                       |                                        |                             |                                  |                                         | \$ 275.16   |
| Subconsultant Subtotal =                   | \$ -                            |                       |                                |                                              |                                       |                                |                                       |                                        |                             |                                  |                                         | \$ -        |
| Total Fee                                  | \$ 16,800.00                    |                       |                                |                                              |                                       |                                |                                       |                                        |                             |                                  |                                         |             |
| PART A SUBTOTAL =                          | \$ 250,800.00                   |                       |                                |                                              |                                       |                                |                                       |                                        |                             |                                  |                                         |             |

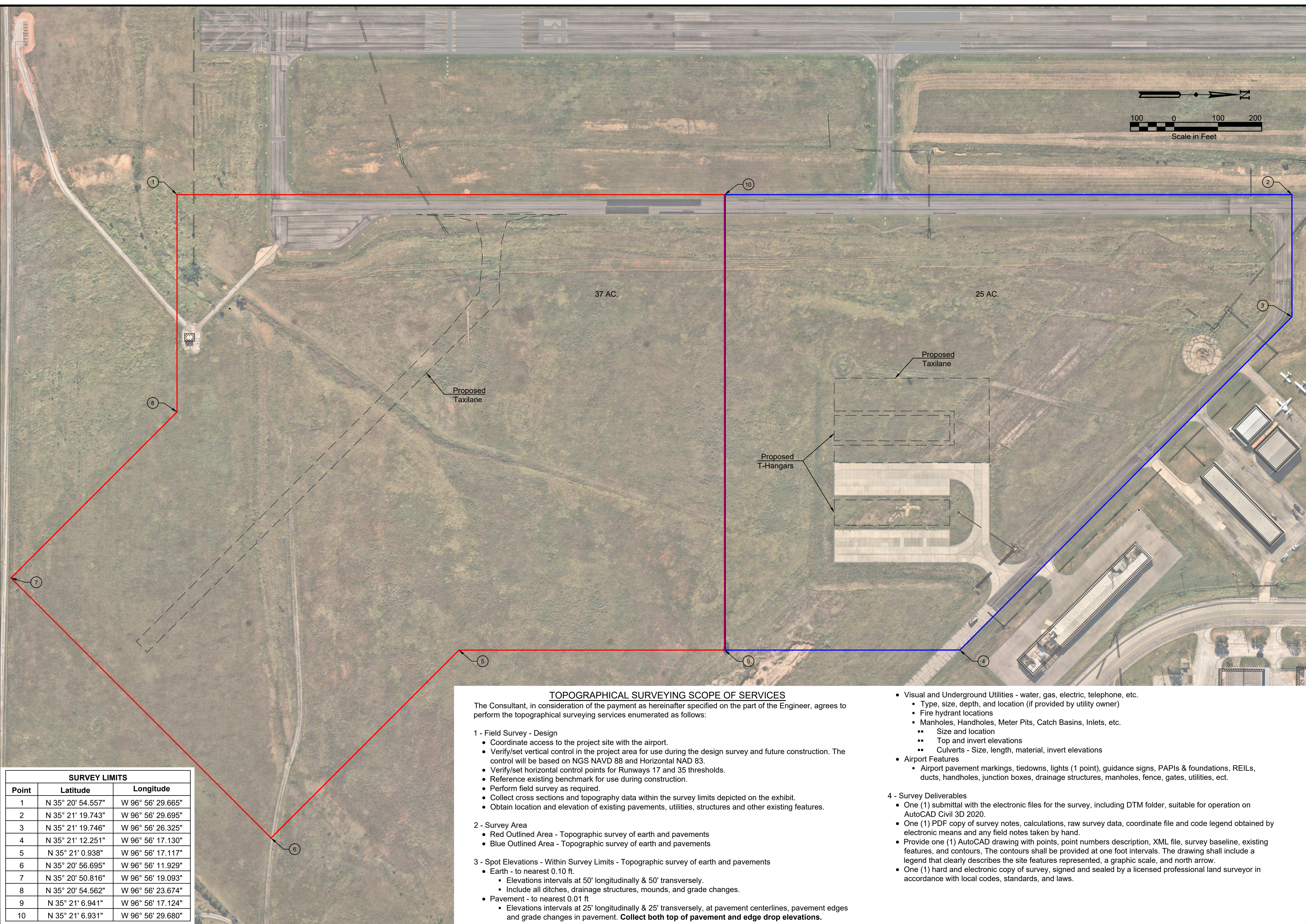
|                                             | Classification:<br>Hourly Rate: | Principal<br>\$324.20 | Project<br>Manager<br>\$305.67 | Senior<br>Electrical<br>Engineer<br>\$277.88 | Senior Design<br>Engineer<br>\$302.58 | Design<br>Engineer<br>\$203.78 | Senior Airport<br>Planner<br>\$228.48 | Environmental<br>Scientist<br>\$185.26 | Engineer Intern<br>\$129.68 | Design<br>Technician<br>\$154.38 | Administrative<br>Assistant<br>\$151.29 | Other Costs  |
|---------------------------------------------|---------------------------------|-----------------------|--------------------------------|----------------------------------------------|---------------------------------------|--------------------------------|---------------------------------------|----------------------------------------|-----------------------------|----------------------------------|-----------------------------------------|--------------|
| <b>B. SPECIAL SERVICES</b>                  |                                 |                       |                                |                                              |                                       |                                |                                       |                                        |                             |                                  |                                         |              |
| 1. ADMINISTRATIVE ASSISTANCE:               |                                 | 0                     | 0                              | 0                                            | 1                                     | 0                              | 0                                     | 0                                      | 10                          | 0                                | 25                                      | (2)          |
| Labor Subtotal =                            | \$5,381.69                      | \$0.00                | \$0.00                         | \$0.00                                       | \$302.58                              | \$0.00                         | \$0.00                                | \$0.00                                 | \$1,296.79                  | \$0.00                           | \$3,782.31                              |              |
| Expense Subtotal =                          | \$ 18.31                        |                       |                                |                                              |                                       |                                |                                       |                                        |                             |                                  |                                         | \$ 18.31     |
| Subconsultant Subtotal =                    | \$ -                            |                       |                                |                                              |                                       |                                |                                       |                                        |                             |                                  |                                         | \$ -         |
| <b>Total Fee</b>                            | <b>\$ 5,400.00</b>              |                       |                                |                                              |                                       |                                |                                       |                                        |                             |                                  |                                         |              |
| 2. FIELD SURVEY - ENGINEERING DESIGN:       |                                 | 0                     | 0                              | 0                                            | 0                                     | 2                              | 0                                     | 0                                      | 2                           | 0                                | 0                                       | (2) (3)      |
| Labor Subtotal =                            | \$666.92                        | \$0.00                | \$0.00                         | \$0.00                                       | \$0.00                                | \$407.56                       | \$0.00                                | \$0.00                                 | \$259.36                    | \$0.00                           | \$0.00                                  |              |
| Expense Subtotal =                          | \$ 98.08                        |                       |                                |                                              |                                       |                                |                                       |                                        |                             |                                  |                                         | \$ 98.08     |
| Subconsultant Subtotal =                    | \$ 10,835.00                    |                       |                                |                                              |                                       |                                |                                       |                                        |                             |                                  |                                         | \$ 10,835.00 |
| <b>Total Fee</b>                            | <b>\$ 11,600.00</b>             |                       |                                |                                              |                                       |                                |                                       |                                        |                             |                                  |                                         |              |
| 3. GEOTECHNICAL AND PAVEMENT INVESTIGATION: |                                 | 0                     | 0                              | 0                                            | 0                                     | 2                              | 0                                     | 0                                      | 10                          | 1                                | 0                                       | (1) (2) (3)  |
| Labor Subtotal =                            | \$1,858.74                      | \$0.00                | \$0.00                         | \$0.00                                       | \$0.00                                | \$407.56                       | \$0.00                                | \$0.00                                 | \$1,296.79                  | \$154.38                         | \$0.00                                  |              |
| Expense Subtotal =                          | \$ 341.26                       |                       |                                |                                              |                                       |                                |                                       |                                        |                             |                                  |                                         | \$ 341.26    |
| Subconsultant Subtotal =                    | \$ 19,200.00                    |                       |                                |                                              |                                       |                                |                                       |                                        |                             |                                  |                                         | \$ 19,200.00 |
| <b>Total Fee</b>                            | <b>\$ 21,400.00</b>             |                       |                                |                                              |                                       |                                |                                       |                                        |                             |                                  |                                         |              |
| 4. PERMITTING / CATEX CHECKLIST:            |                                 | 0                     | 0                              | 0                                            | 0                                     | 0                              | 0                                     | 33                                     | 44                          | 22                               | 0                                       | (2)          |
| Labor Subtotal =                            | \$15,215.69                     | \$0.00                | \$0.00                         | \$0.00                                       | \$0.00                                | \$0.00                         | \$0.00                                | \$6,113.45                             | \$5,705.88                  | \$3,396.36                       | \$0.00                                  |              |
| Expense Subtotal =                          | \$ 84.31                        |                       |                                |                                              |                                       |                                |                                       |                                        |                             |                                  |                                         | \$ 84.31     |
| Subconsultant Subtotal =                    | \$ -                            |                       |                                |                                              |                                       |                                |                                       |                                        |                             |                                  |                                         | \$ -         |
| <b>Total Fee</b>                            | <b>\$ 15,300.00</b>             |                       |                                |                                              |                                       |                                |                                       |                                        |                             |                                  |                                         |              |
| <b>PART B SUBTOTAL =</b>                    | <b>\$ 53,700.00</b>             |                       |                                |                                              |                                       |                                |                                       |                                        |                             |                                  |                                         |              |
| <b>GRAND TOTAL =</b>                        | <b>\$ 304,500.00</b>            |                       |                                |                                              |                                       |                                |                                       |                                        |                             |                                  |                                         |              |

- (1) Mileage, Motel and Meals  
(2) Mailing and Misc. Expenses  
(3) Subcontract Cost

|             |       |
|-------------|-------|
| PROJECT NO. | ##### |
| DRAWN BY    | DATE  |
| CHECKED BY  | DATE  |
| DESIGNED BY | DATE  |
| REVISIONS   | DATE  |

## T-HANGARS & TAXILANES

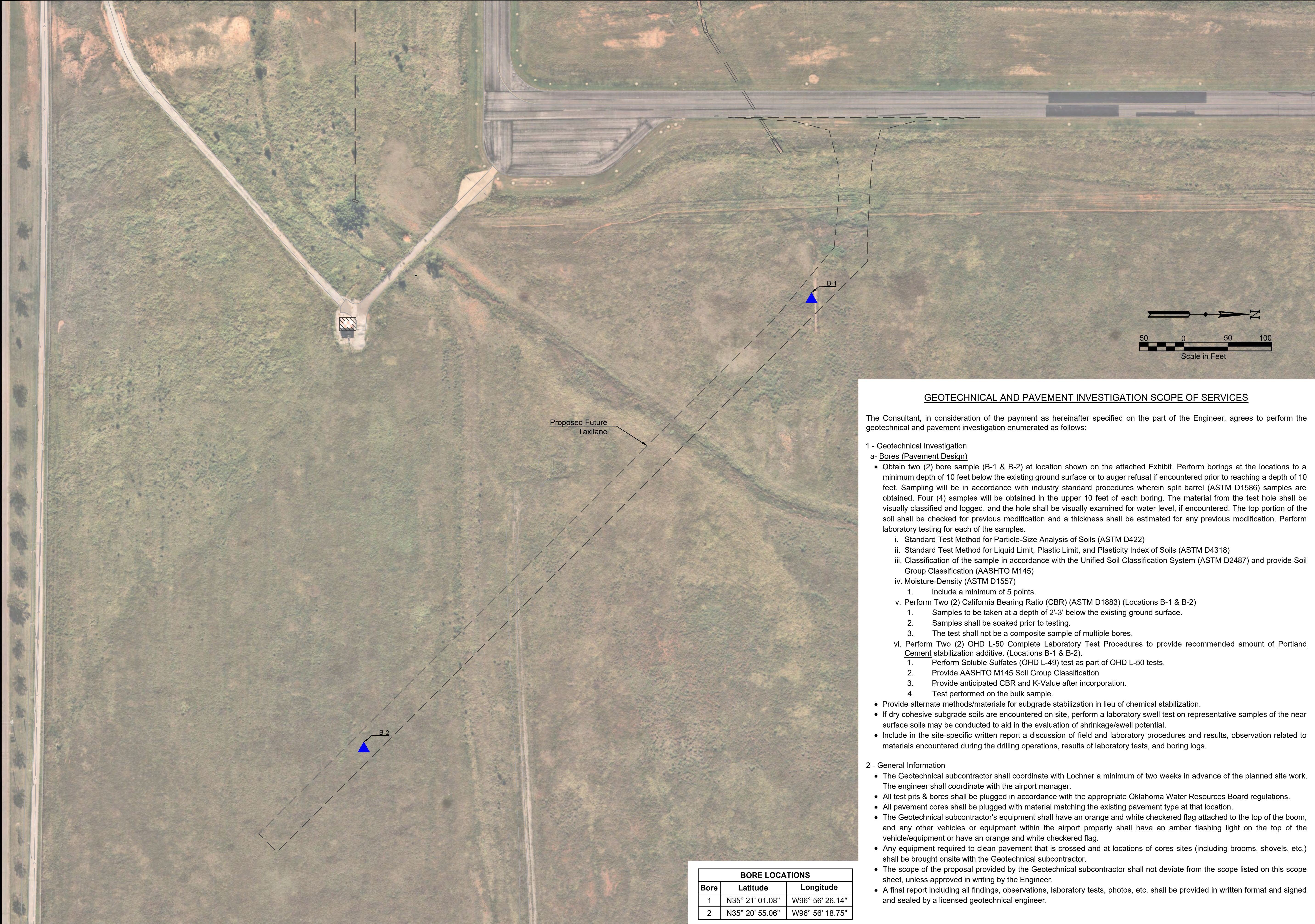
### SURVEY SCOPE



Drawing Name: I:\OKC\PRJ\000023\0200 - AGREEMENT\03 - Taxi Lane for SE Hangars\GEOTECH\ACAD\23102 - Geotech Scope.dwg, Nov 05 2024 - 8:21am

Last Saved By: rgooch 2024/11/05

Plot Style: ae.ctb



| BORE LOCATIONS |                 |                 |
|----------------|-----------------|-----------------|
| Bore           | Latitude        | Longitude       |
| 1              | N35° 21' 01.08" | W96° 56' 26.14" |
| 2              | N35° 20' 55.06" | W96° 56' 18.75" |

GEOTECHNICAL AND PAVEMENT INVESTIGATION SCOPE OF SERVICES

The Consultant, in consideration of the payment as hereinafter specified on the part of the Engineer, agrees to perform the geotechnical and pavement investigation enumerated as follows:

- 1 - Geotechnical Investigation
- a- Bores (Pavement Design)
- Obtain two (2) bore sample (B-1 & B-2) at location shown on the attached Exhibit. Perform borings at the locations to a minimum depth of 10 feet below the existing ground surface or to auger refusal if encountered prior to reaching a depth of 10 feet. Sampling will be in accordance with industry standard procedures wherein split barrel (ASTM D1586) samples are obtained. Four (4) samples will be obtained in the upper 10 feet of each boring. The material from the test hole shall be visually classified and logged, and the hole shall be visually examined for water level, if encountered. The top portion of the soil shall be checked for previous modification and a thickness shall be estimated for any previous modification. Perform laboratory testing for each of the samples.
    - Standard Test Method for Particle-Size Analysis of Soils (ASTM D422)
    - Standard Test Method for Liquid Limit, Plastic Limit, and Plasticity Index of Soils (ASTM D4318)
    - Classification of the sample in accordance with the Unified Soil Classification System (ASTM D2487) and provide Soil Group Classification (AASHTO M145)
    - Moisture-Density (ASTM D1557)
      - Include a minimum of 5 points.
    - Perform Two (2) California Bearing Ratio (CBR) (ASTM D1883) (Locations B-1 & B-2)
      - Samples to be taken at a depth of 2'-3' below the existing ground surface.
      - Samples shall be soaked prior to testing.
      - The test shall not be a composite sample of multiple bores.
    - Perform Two (2) OHD L-50 Complete Laboratory Test Procedures to provide recommended amount of Portland Cement stabilization additive. (Locations B-1 & B-2).
      - Perform Soluble Sulfates (OHD L-49) test as part of OHD L-50 tests.
      - Provide AASHTO M145 Soil Group Classification
      - Provide anticipated CBR and K-Value after incorporation.
      - Test performed on the bulk sample.
  - Provide alternate methods/materials for subgrade stabilization in lieu of chemical stabilization.
  - If dry cohesive subgrade soils are encountered on site, perform a laboratory swell test on representative samples of the near surface soils may be conducted to aid in the evaluation of shrinkage/swell potential.
  - Include in the site-specific written report a discussion of field and laboratory procedures and results, observation related to materials encountered during the drilling operations, results of laboratory tests, and boring logs.
- 2 - General Information
- The Geotechnical subcontractor shall coordinate with Lochner a minimum of two weeks in advance of the planned site work. The engineer shall coordinate with the airport manager.
  - All test pits & bores shall be plugged in accordance with the appropriate Oklahoma Water Resources Board regulations.
  - All pavement cores shall be plugged with material matching the existing pavement type at that location.
  - The Geotechnical subcontractor's equipment shall have an orange and white checkered flag attached to the top of the boom, and any other vehicles or equipment within the airport property shall have an amber flashing light on the top of the vehicle/equipment or have an orange and white checkered flag.
  - Any equipment required to clean pavement that is crossed and at locations of cores sites (including brooms, shovels, etc.) shall be brought onsite with the Geotechnical subcontractor.
  - The scope of the proposal provided by the Geotechnical subcontractor shall not deviate from the scope listed on this scope sheet, unless approved in writing by the Engineer.
  - A final report including all findings, observations, laboratory tests, photos, etc. shall be provided in written format and signed and sealed by a licensed geotechnical engineer.

This document is preliminary in nature and is not a final signed and sealed document.



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Suite 310  
Oklahoma City, OK 73118  
P 405.748.6651  
www.hwlochner.com

CITY OF SHAWNEE, OKLAHOMA

SHAWNEE REGIONAL AIRPORT

Shawnee, Oklahoma

|             |       |
|-------------|-------|
| PROJECT NO. | ##### |
| DRAWN BY    | DATE  |
| CHECKED BY  | DATE  |
| DESIGNED BY | DATE  |
| REVISIONS   | DATE  |

TAXILANE FOR  
HANGAR DEVEL.  
GEOTECH SCOPE



Shawnee Regional Airport  
2202 N. Airport Dr.  
Shawnee, OK 74804  
ShawneeOK.org

**Date:** November 18, 2024  
**To:** Shawnee Airport Authority  
**From:** Bonnie Wilson, Airport Manager  
**Subject:** Consideration of a Resolution authorizing the City Manager to accept a grant offer from the U.S. Department of Transportation Federal Aviation Administration (FAA) for the Reconstruct T-Hangar Taxilane project for the Shawnee Regional Airport. *(Deferred from October 21, 2024, Shawnee Airport Authority meeting.)*

**Background:** FAA provides grants to airports under the Airport Improvement Program (AIP) and the Infrastructure Investment and Jobs Act referred to as the Bipartisan Infrastructure Law (BIL). The Shawnee Regional Airport is eligible for a grant, under the BIL program, to support the reconstruction of a taxilane at the Shawnee Regional Airport. The BIL grant program provides for up to ninety-five percent (95%) of project costs and requires a local matching share of 5%.

Staff has provided the FAA with a project plan to confirm the proposed work will be eligible for the BIL grant program. Once the FAA accepts the project plan and scope of the work, staff will prepare a grant application.

In order to ensure the timely response to a grant offer securing the needed funds for this project, staff is seeking authorization for the City Manager to accept and execute any grant offers received from the FAA to secure funds for the project.

Following award of the grant, staff will then seek Shawnee Airport Authority, authorization to execute a task order with H.W. Lochner Engineering for the specific project-related design services.

**Financial Impact:** Dependent on FAA grant award

**Attachments:** Grant Resolution for BIL Grant Taxilane Project

**Staff Recommendation:** Approval of the item

RESOLUTION NO. SAA-2024- \_\_\_\_\_

A RESOLUTION AUTHORIZING THE CITY MANAGER TO ACCEPT A GRANT OFFER FROM THE UNITED STATES DEPARTMENT OF TRANSPORTATION FEDERAL AVIATION ADMINISTRATION (FAA) FOR THE RECONSTRUCT T-HANGAR TAXILANE PROJECT FOR THE SHAWNEE REGIONAL AIRPORT.

WHEREAS, the United States Department of Transportation Federal Aviation Administration (FAA) program offers assistance to airports through its Airport Improvement Program (AIP) and the Infrastructure Investment and Jobs Act referred to as the Bipartisan Infrastructure Law (BIL); and

WHEREAS, the FAA will provide BIL funds which represent ninety-five percent (95%) of the project cost; and

WHEREAS, the Shawnee Airport Authority will provide local funds which represent five percent (5%) of the project for the Shawnee Regional Airport; and

WHEREAS, the Shawnee Airport Authority has selected the firm H.W. Lochner, Inc., to provide consulting engineering services, in accordance with FAA procedures; and

WHEREAS, H.W. Lochner, Inc., will provide engineering planning services, in accordance with FAA rules and regulations; and

WHEREAS, the FAA requires the City Manager to be authorized to apply for and accept any grant funding offered; and

WHEREAS, the Shawnee Airport Authority has granted authority to the City Manager to sign and accept a Grant Offer from the FAA in support of the Reconstruct T-Hangar Taxilane Project at the Shawnee Regional Airport.

NOW, THEREFORE, Be It Resolved by the Shawnee Airport Authority, of the State of Oklahoma, Pottawatomie County, that the City Manager of the City of Shawnee is authorized to apply for and accept a Grant Offer from the Federal Aviation Administration for the Reconstruct T-Hangar Taxilane Project for the Shawnee Regional Airport.

Passed and approved this 18<sup>th</sup> day of November, 2024.

\_\_\_\_\_  
ERIC STEPHENS, MAYOR

ATTEST:

\_\_\_\_\_  
LISA LASYONE, MMC, CITY CLERK