

AGENDA
SHAWNEE AIRPORT AUTHORITY
JANUARY 21, 2025 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 December 16, 2024, regular meeting.
2. Consideration and execution of an Agent Agreement between the Oklahoma Department of Aerospace and Aeronautics and the Shawnee Airport Authority, authorizing ODAA to serve as an Agent on behalf of the Shawnee Airport Authority.
3. Consideration and execution of a Letter Agreement in association with the Agent Agreement between the Oklahoma Department of Aerospace and Aeronautics and the Shawnee Airport Authority.
4. Consideration and execution of Intergovernmental Agreements for Design Services to support Capital Improvement Projects identified in the Shawnee Regional Airport Capital Improvement Plan for Fiscal Year 2025.
5. Consideration and authorization of the Oklahoma Department of Aerospace and Aeronautics to procure professional services to support certain Capital Improvement Projects identified in the Shawnee Regional Airport Capital Improvement Program for Fiscal Year 2025.
6. New Business
7. Adjournment

Respectfully submitted,

A handwritten signature in blue ink that reads "Lisa Lasyone". The signature is written in a cursive style and is positioned above the printed name.

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

DECEMBER 16, 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, December 16, 2024, at 6:00 PM, pursuant to notice duly posted as prescribed by law on Thursday, December 12, 2024, at 7:14 PM. Chairman 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

Absent
Trustee Ward 3

Ashley Fichtner
Trustee Ward 4

Mark Sehorn
Trustee Ward 5

Lauren Richter
Trustee Ward 6

ABSENT: Chris Odneal

CALL TO ORDER

DECLARATION OF QUORUM

1. Consider approval of Consent Agenda:

- a. Minutes from the November 18, 2024, regular meeting and December 9, 2024, special call meeting.
- b. Acknowledge the Airport Advisory Board Minutes from the October 16, 2024, rescheduled regular meeting.

A motion was made by Trustee Matthews, seconded by Trustee Richter, to approve Consent Agenda Item Nos. 1(a-b). Motion carried 6-0-0.

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

NAY: None

ABSTAIN: None

2. Public Hearing on an Amendment to the City of Shawnee Capital Improvement Plan (CIP) for Fiscal Years 2025 through 2029, encompassing multiple changes.

Finance Director Kimberly Smith stated that the CIP for Fiscal Years 2025 through 2029 was adopted on June 17, 2024. Staff is requesting an amendment to the City of Shawnee CIP to adjust estimated project costs, change commencement years, and include revised funding information for existing projects and new projects identified by the Shawnee Airport Authority. The proposed amendment to the CIP includes updates to existing projects and the addition of new projects for the development of the Shawnee Regional Airport. The list of proposed new projects include:

- Repairs to an existing taxi lane providing access to t-hangars and box hangars, and the main aircraft parking apron.
- An upgrade to the Precision Approach Path Indicator (PAPI) lighting system from iridescent lighting to LED technology.
- Construction of a new t-hangar taxi lane to support construction of two new ten-unit t-hangars.
- Construction of two new ten-unit t-hangars to replace those damaged beyond repair by the 2023 storm event.
- Construction of a new Airport terminal building and ground vehicle parking lot to replace the terminal damaged beyond repair by the 2023 storm event.
- Construction of a new taxi lane, parking apron, large scale box hangar, roadway and utilities to support development in the southeast quadrant of the airport.
- Construction of a new aircraft fuel storage and distribution system.
- Strengthening Runway 17-35, parallel Taxiway Alpha and connecting taxiways Bravo, Delta, and Echo.
- Reconstruction of the main aircraft parking ramp and apron to improve current conditions and provide for additional aircraft taxiing and parking surfaces.

Mayor Stephens declared a public hearing in session to consider an amendment to the City of Shawnee Capital Improvement Plan for Fiscal Years 2025 through 2029, encompassing multiple changes. Mr. Rob Morris spoke during the public hearing. The public hearing was closed.

3. Consideration of an Amendment to the Capital Improvement Plan (CIP) for the

City of Shawnee Fiscal Years 2025 through 2029, encompassing multiple changes.

Finance Director Kimberly Smith stated that the projects included in the current CIP requiring an amendment to the current project budgets are:

- Replace Precision Approach Pathway Indicator (PAPI) lighting system - Increase project budget total by Two Hundred Thirty-Three Thousand Seven Hundred Dollars (\$233,700.00).
- Taxi Lane Reconstruction - Amend project scope to crack repair and seal coat of taxi lane, and inclusion of similar repair to main aircraft parking apron - Decrease total project budget by Two Million One Hundred Fifty-Eight Thousand Six Hundred Seventy-Five Dollars (\$2,158,675.00).
- Reconstruct Main Aircraft Parking Apron - Decrease total project budget due to a reduction in scope of work to Two Million Seven Hundred Thousand Dollars (\$2,700,000.00).

The list of proposed project amendments and inclusions in a revised City of Shawnee CIP are:

- Construction of a new t-hangar taxi lane to support construction of two new ten-unit t-hangars to replace those damaged beyond repair by the 2023 storm event.
- Construction of a new taxi lane, parking apron, large scale box hangar, roadway and utilities to support development in the southeast quadrant of the airport.
- Construction of a new Airport terminal building and ground vehicle parking lot to replace the terminal damaged beyond repair by the 2023 storm event.
- Construction of a new aircraft fuel storage and distribution system.
- Strengthening Runway 17-35, parallel Taxiway Alpha and connecting taxiways Bravo, Delta, and Echo.

A motion was made by Trustee Matthews, seconded by Trustee Richter, to approve an Amendment to the Capital Improvement Plan (CIP) for the City of Shawnee Fiscal Years 2025 through 2029, encompassing multiple changes. Motion carried 6-0-0.

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

NAY: None

ABSTAIN: None

4. Consideration of approval of the Capital Improvement Plan (CIP) for the Shawnee Regional Airport for Fiscal Years 2025-2031 and authorization of the Oklahoma Department of Aerospace and Aeronautics, in their capacity as agent for the Shawnee Airport Authority, to submit the CIP to the Federal Aviation Administration.

City Manager Andrea Weckmueller-Behringer introduced Oklahoma Department of Aerospace and Aeronautics (ODAA) Executive Director Grayson Ardies. Mr. Ardies handed out an updated CIP for the Shawnee Regional Airport. He outlined the changes from the original CIP to the updated.

A motion was made by Trustee Richter, seconded by Trustee Fichtner, to approve the Capital Improvement Plan (CIP) for the Shawnee Regional Airport for Fiscal Years 2025-2031 and authorization of the Oklahoma Department of Aerospace and Aeronautics, in their capacity as agent for the Shawnee Airport Authority, to submit the CIP to the Federal Aviation Administration. Motion carried 6-0-0.

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

NAY: None

ABSTAIN: None

5. New Business

There was no new business.

6. Adjournment

There being no further business to be considered, the meeting was adjourned by power of the Chair. (8:48 p.m.)

ERIC STEPHENS, MAYOR
CHAIRMAN

ATTEST:

LISA LASYONE, MMC, CITY CLERK
SECRETARY



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

Date: January 21, 2025
To: Shawnee Airport Authority
From: Bonnie Wilson
Subject: Consideration and execution of an Agent Agreement between the Oklahoma Department of Aerospace and Aeronautics and the Shawnee Airport Authority, authorizing ODAA to serve as an Agent on behalf of the Shawnee Airport Authority.

Background: At the October 21, 2024, Regular Meeting of the Shawnee Airport Authority (SAA), the unanimous vote of the Trustees, provided for the passage of Resolution No. SAA-2024-2, appointing the ODAA to act as the SAA's agent for the development of the Shawnee Regional Airport's (SNL) five-year Capital Improvement Program (CIP), and to present the final draft CIP to the SAA for review and approval prior to submitting the CIP to the Federal Aviation Administration (FAA).

This action was followed by a Special Call Meeting of the SAA on December 9, 2024, when the SAA, by another unanimous vote, authorized the City Manager to request the Federal Emergency Management Agency (FEMA) designate the reconstruction of the 200-Series T-Hangars, the airport terminal building and the Indoor Skatepark (702 West Independence) as Alternative Projects (428 Designation). This request was subsequently filed with OEM for FEMA on December 16, 2024; staff does not have a definitive response at the time of this writing.

At the December 16, 2024, Regular Meeting of the SAA, several additional actions were taken to approve the proposed CIP. A public hearing on the proposed inclusion of the airport's CIP projects in the City of Shawnee's five-year CIP was held with one public comment made in support of the plan. The SAA then voted to approve an amendment to the City of Shawnee's CIP to include the airport CIP projects, and finally, the SAA voted to authorize the ODAA to submit the CIP to the FAA on the SAA's behalf.

Following these actions, the Executive Director of the ODAA offered the SAA the opportunity to execute an agreement designating the ODAA to act as an "Agent" to oversee planning, engineering, and construction services at the Shawnee Regional Airport, in accordance with Title 3, Section 85 (G)(3) of the Oklahoma Statute.

By executing the Agent Agreement, the SAA accepts the obligation to proceed with the construction of each of the projects identified in the Shawnee Regional Airport CIP for Fiscal Year 2025. The SAA will also retain responsibility for all procurement and compliance with the contracting and reporting requirements under FAA Airport Improvement Program, Bipartisan Infrastructure, and/or FEMA grant and/or loan programs.

The deliverables, specifically the plans and specifications for the projects, will be provided to the SAA and the ODAA upon completion, for final approval and for the solicitation of competitive bids for

construction.

Staff is now requesting the Chairman of the SAA execute the Agent Agreement authorizing the ODAA to act as an Agent on behalf of the SAA.

Financial Impact: Engineering and Design - Shawnee Airport Authority funds in the amount of \$99,815, from Account 511-5-0120-54200 Capital Outlay-Buildings & Improvements will be used to address the SAA's share of engineering design costs of these three projects

Staff will apply to FEMA and OMAG for reimbursement for the costs associated with T-Hangar Construction Project

Attachments: ODAA Agent Agreement - Shawnee

Staff Recommendation: Authorize the Chairman of the Shawnee Airport Authority to execute the Letter Agreement and Agent Agreement

DEPARTMENT: State of Oklahoma
Oklahoma Department of Aerospace & Aeronautics
110 N. Robinson Ave., Suite 200
Oklahoma City, OK 73102

SPONSOR: City of Shawnee

PROJECT: Agent Agreement for Planning, Engineering, and Construction Services - SNL

This agreement made the _____ day of _____, _____, between the State of Oklahoma, Oklahoma Department of Aerospace and Aeronautics, hereinafter referred to as the DEPARTMENT and City of Shawnee, hereinafter referred to as the SPONSOR.

In accordance with Title 3, Section 85 (G)(3) of the Oklahoma Statute, the SPONSOR requests the DEPARTMENT act as its agent as set forth in the above referenced statute in overseeing planning, engineering, and construction services at the Shawnee Regional Airport.

In acting as agent, the DEPARTMENT shall not enter into any agreement or obligate SPONSOR funds without prior written approval from the SPONSOR or action by the SPONSOR's governing body. Any cost borne by the DEPARTMENT shall be reimbursed by the SPONSOR and shall be paid within forty-five (45) days calendar days after receipt of a correct invoice.

Either party may terminate this contract provided that no termination may be affected unless the terminating party provides written notice not less than thirty (30) calendar days written notice (delivered by certified mail, return receipt requested) of intent to terminate.

For your ready reference, the following is section 3 from the above statute:

3. The Department shall be designated as the agent of this state or political subdivision of this state for the purpose of applying for, receiving, administering and disbursing federal funds and other public monies for the benefit of general aviation airports, except reliever airports, as may be available under applicable federal law or other laws. If requested by a political subdivision, the Department may act as its or their agent in contracting for and supervising such planning, acquisition, construction, improvement, maintenance, or operation; and all political subdivisions are authorized to designate the Department as their agent for the foregoing purposes. The Department, as principal on behalf of the state, may enter into any contracts with the United States or with any person, which may be required in connection with a grant or loan of federal monies for municipal airport or air navigation facility purposes. All federal monies accepted under this section shall be accepted and transferred or expended by the Department upon such terms and conditions as are prescribed by the United States. All monies received by the Department pursuant to this section shall be deposited in the Oklahoma Department of Aerospace and Aeronautics Revolving Fund in the State Treasury and shall be paid out by the Department in accordance with the terms and conditions of any agreement entered into under the provisions of this section.

SPONSOR REPRESENTATIVE:

Rep. Name
Rep. Position
Sponsor Name
Street Address
City, State, & Zip Code
email address

DEPARTMENT REPRESENTATIVE:

Grayson Ardies
Executive Director
Oklahoma Dept. of Aerospace & Aeronautics
110 N Robinson Ave, Suite 200
Oklahoma City, OK 73102
grayson.ardies@aerospace.ok.gov

Airport Sponsor

Oklahoma Dept. of Aerospace & Aeronautics

Signature: _____

Signature: _____

Printed Name: _____

Printed Name: _____

Title: _____

Title: _____

Date: _____

Date: _____



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

Date: January 21, 2025
To: Shawnee Airport Authority
From: Bonnie Wilson
Subject: Consideration and execution of a Letter Agreement in association with the Agent Agreement between the Oklahoma Department of Aerospace and Aeronautics and the Shawnee Airport Authority.

Background: Following the recommendation to execute an Agent Agreement with the Oklahoma Department of Aerospace and Aeronautics, legal counsel recommends the Shawnee Airport Authority execute a Letter Agreement to further clarify the purpose of the Agent Agreement, and the roles and responsibilities of the ODAA and the SAA.

Financial Impact: None

Attachments: 2025-01-21 Letter Transmitting COS Agent Agreement to ODAA

Staff Recommendation: Authorize the Chairman of the Shawnee Airport Authority to execute the Letter Agreement



Mayor of the City of Shawnee

Eric Stephens
16 W. 9th St.
Shawnee, OK 74801
ShawneeOK.org

January 21, 2024

Grayson Ardies, Executive Director
Oklahoma Department of Aerospace & Aeronautics
110 N. Robinson Suite 200
Oklahoma City, OK 73102

Re: Agent Agreement – Shawnee Regional Airport (SNL)

Dear Mr. Ardies,

Please find enclosed with this letter four documents, as we have discussed: an agent agreement appointing Oklahoma Department of Aerospace & Aeronautics (ODAA) as the agent for the Shawnee Airport Authority (SAA) for the purpose of certain planning, design and engineering projects at the Shawnee Regional Airport (SNL); and three intergovernmental agreements between SAA and ODAA with respect to three such projects.

We are submitting these documents with the following specific understandings with respect to the role of SAA, the City of Shawnee, and ODAA. *These understandings are, by this letter, incorporated as integral terms of the attached agreements.*

1. ODAA will administer the design and engineering contracts for the 2025 CIP projects set forth in the attached intergovernmental agreements.
2. The proposed agent arrangement will not include actual construction; that is additional scope that we can discuss at the appropriate time and would necessitate an additional intergovernmental agreement.
3. The City will be responsible for all procurement and compliance with the contracting and reporting requirements under AIP, BIL or FEMA grant and loan programs. The City has made the formal selection of an engineer of record through this process. While ODAA will be available to assist the City as needed but this remains a City obligation.
4. Just for clarity, the City is the contracting party for any formal contracts with design or engineering firms and ODAA is acting as the City's agent, not as a separate contracting party. ODAA will hold the contract on-behalf the City as it acts as the City's agent, pay for the design services, and then invoice the City for the City's 5% share at the

completion of design. The deliverables (plans and specs for the project) will be provided to the City at the completion of design. Should the City choose for ODAA to continue to be their agent during construction, ODAA stands willing to assist in procurement for construction using those plans and specs to advertise through the state's system.

5. The principal purpose of the agent arrangement is to ease City cash flow – ODAA will use state and federal funds to compensate design and engineering contractors, to be reimbursed by FAA and FEMA funds as those become available. If the City identifies other sources of funds, it can also use those as well. The City will work with ODAA to ensure timely transfer of any federal grants to ODAA. At the end of the design project, ODAA will bill the City for its 5% share.
6. The agent arrangement does not include any other Grant Assurance obligations, and the City will continue to work to ensure compliance with those obligations.

We look forward to working with ODAA on these important projects for SNL and appreciate your willingness to assist us in this effort.

Sincerely,

Eric Stephens, Chairman
Shawnee Airport Authority



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

Date: January 21, 2025
To: Shawnee Airport Authority
From: Bonnie Wilson
Subject: Consideration and execution of Intergovernmental Agreements for Design Services to support Capital Improvement Projects identified in the Shawnee Regional Airport Capital Improvement Plan for Fiscal Year 2025.

Background: The Oklahoma Department of Aerospace and Aeronautics (ODAA) has offered to provide a portion of the funding required for planning, engineering, and design services in support of certain capital improvement projects identified in the Shawnee Regional Airport's Capital Improvement Plan for Fiscal Year 2025. The specific list of projects, associated fees for professional services, and financial contributions by the ODAA and SAA includes:

Construct Taxilane for T-Hangars, Rehabilitate Existing Taxilane and Main Parking Apron

Proposed engineering fees \$225,700; ODAA participation \$214,415, SAA participation \$11,285

Design for the Construction of Two New Ten-Unit T-Hangars

Proposed engineering fees \$121,500; ODAA participation \$48,600, SAA participation \$72,900

Construct Taxilane for Future Hangar Development

Proposed engineering fees \$312,600, ODAA participation \$296,970, SAA participation \$15,630

Design and Engineering Fees Totals

ODAA Funding: \$559,985

SAA Funding: \$99,815

ODAA funding will be provided under the terms and conditions of three (3) separate intergovernmental agreements between the SAA and ODAA (attached). Execution of these agreements will ensure timely funding for the services necessary to prepare plans and specifications for solicitation of competitive bids for construction.

Financial Impact: Engineering and Design - Shawnee Airport Authority funds in the amount of \$99,815, from Account 511-5-0120-54200 Capital Outlay-Buildings & Improvements will be used to address the local matching share requirements for the engineering design costs of these four projects

Attachments: Intergovernmental Agreement - SNL New Taxilane & Rehabilitate Taxilane (Design), Intergovernmental Agreement - SNL New T-Hangars (Design), Intergovernmental Agreement - SNL New SE Development Area Taxilane (Design)

Staff Recommendation: Authorize the Chairman of the Shawnee Airport Authority to execute three (3)



INTERGOVERNMENTAL AGREEMENT

BETWEEN THE CITY OF SHAWNEE AND THE OKLAHOMA DEPARTMENT OF AEROSPACE AND AERONAUTICS

AGREEMENT

This Agreement, made the day and year written below between the City of Shawnee, hereinafter referred to as the SPONSOR, and the Oklahoma Department of Aerospace and Aeronautics, of the State of Oklahoma, hereinafter referred to as the DEPARTMENT, is subject to the following terms and conditions.

Whereas, the DEPARTMENT has an Agreement with the SPONSOR to act as agent for the Shawnee Regional Airport and is in receipt of a request from the SPONSOR that the DEPARTMENT contract for design services to construct a new t-hangar taxilane and rehabilitate the existing main taxilane and apron at the Shawnee Regional Airport, hereinafter referred to as the PROJECT. The total design and administration of the PROJECT cost is estimated to be \$225,700 and will use a combination of state funds (95%) from the DEPARTMENT and local funds (5%) from the SPONSOR.

Design Phase – Basic Services.....	\$150,800 Lump Sum
Design Phase – Special Services.....	\$74,900 Lump Sum
Total.....	\$225,700

Now, therefore, it is mutually agreed by the SPONSOR and the DEPARTMENT that:

1. The SPONSOR hereby certifies to the DEPARTMENT that the PROJECT, or if the PROJECT is a design/planning work effort that the eventual construction project(s), is on property owned fee simple or controlled through easement by the SPONSOR.
2. Upon approval of this AGREEMENT by the SPONSOR, the DEPARTMENT agrees that a contract will be issued for the PROJECT in a lawful and appropriate manner per the terms of the Agent agreement.
3. Upon completion of the PROJECT, the SPONSOR agrees to reimburse the DEPARTMENT five (5) percent of the total PROJECT cost. The reimbursement shall include all change orders or adjustments to the contract as required for developing and completing the PROJECT. Reimbursement shall be made to the DEPARTMENT by the SPONSOR within 45 days of the receipt of an invoice from the DEPARTMENT.

4. The SPONSOR hereby agrees to move forward with the construction elements that are being designed in the PROJECT once design is complete and the construction project is ready to be publicly bid. Should the SPONSOR choose not to move forward with the construction phase for the items being designed in the PROJECT the SPONSOR shall reimburse the state 100% of the total PROJECT cost. (Item is for design projects only).

IN WITNESS WHEREOF, the SPONSOR has caused this **AGREEMENT** to be duly executed in their name, this _____ day of _____, 20_____.

SPONSOR'S ACCEPTANCE:

City of Shawnee

Approved:

Signature

Print Name

Title

Address

City, Zip

Attest:

Seal:

Clerk

My commission expires: _____

NOTE: AGREEMENT MUST BE SIGNED BY MAYOR, CITY MANAGER, OR OTHER DESIGNATED PERSON WHO IS AUTHORIZED TO SIGN CONTRACTS FOR THE SPONSOR.

DO NOT WRITE BELOW THIS LINE

Executive Director

Oklahoma Department of Aerospace and Aeronautics



INTERGOVERNMENTAL AGREEMENT

BETWEEN THE CITY OF SHAWNEE AND THE OKLAHOMA DEPARTMENT OF AEROSPACE AND AERONAUTICS

AGREEMENT

This Agreement, made the day and year written below between the City of Shawnee, hereinafter referred to as the SPONSOR, and the Oklahoma Department of Aerospace and Aeronautics, of the State of Oklahoma, hereinafter referred to as the DEPARTMENT, is subject to the following terms and conditions.

Whereas, the DEPARTMENT has an Agreement with the SPONSOR to act as agent for the Shawnee Regional Airport and is in receipt of a request from the SPONSOR that the DEPARTMENT contract for design services to construct two (2) sets of ten (10) unit nested T-hangars at the Shawnee Regional Airport, hereinafter referred to as the PROJECT. The total design and administration of the PROJECT cost is estimated to be \$121,500 and will use a combination of state funds (95%) from the DEPARTMENT and local funds (5%) from the SPONSOR.

Design Phase – Basic Services.....	\$101,900 Lump Sum
Design Phase – Special Services.....	\$19,600 Lump Sum
Total.....	\$121,500

Now, therefore, it is mutually agreed by the SPONSOR and the DEPARTMENT that:

1. The SPONSOR hereby certifies to the DEPARTMENT that the PROJECT, or if the PROJECT is a design/planning work effort that the eventual construction project(s), is on property owned fee simple or controlled through easement by the SPONSOR.
2. Upon approval of this AGREEMENT by the SPONSOR, the DEPARTMENT agrees that a contract will be issued for the PROJECT in a lawful and appropriate manner per the terms of the Agent agreement.
3. Upon completion of the PROJECT, the SPONSOR agrees to reimburse the DEPARTMENT five (5) percent of the total PROJECT cost. The reimbursement shall include all change orders or adjustments to the contract as required for developing and completing the PROJECT. Reimbursement shall be made to the DEPARTMENT by the SPONSOR within 45 days of the receipt of an invoice from the DEPARTMENT.

4. The SPONSOR hereby agrees to move forward with the construction elements that are being designed in the PROJECT once design is complete and the construction project is ready to be publicly bid. Should the SPONSOR choose not to move forward with the construction phase for the items being designed in the PROJECT the SPONSOR shall reimburse the state 100% of the total PROJECT cost. (Item is for design projects only).

IN WITNESS WHEREOF, the SPONSOR has caused this **AGREEMENT** to be duly executed in their name, this _____ day of _____, 20_____.

SPONSOR'S ACCEPTANCE:

City of Shawnee

Approved:

Signature

Print Name

Title

Address

City, Zip

Attest:

Seal:

Clerk

My commission expires: _____

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DO NOT WRITE BELOW THIS LINE

Executive Director

Oklahoma Department of Aerospace and Aeronautics



INTERGOVERNMENTAL AGREEMENT

BETWEEN THE CITY OF SHAWNEE AND THE OKLAHOMA DEPARTMENT OF AEROSPACE AND AERONAUTICS

AGREEMENT

This Agreement, made the day and year written below between the City of Shawnee, hereinafter referred to as the SPONSOR, and the Oklahoma Department of Aerospace and Aeronautics, of the State of Oklahoma, hereinafter referred to as the DEPARTMENT, is subject to the following terms and conditions.

Whereas, the DEPARTMENT has an Agreement with the SPONSOR to act as agent for the Shawnee Regional Airport and is in receipt of a request from the SPONSOR that the DEPARTMENT contract for design services on their behalf to construct a new taxi lane in the southeast development area at the Shawnee Regional Airport, hereinafter referred to as the PROJECT. The total design and administration of the PROJECT cost is estimated to be \$312,600 and will use a combination of state funds (95%) from the DEPARTMENT and local funds (5%) from the SPONSOR.

Design Phase – Basic Services.....	\$250,800 Lump Sum
Design Phase – Special Services.....	\$61,800 Lump Sum
Total.....	\$312,600

Now, therefore, it is mutually agreed by the SPONSOR and the DEPARTMENT that:

1. The SPONSOR hereby certifies to the DEPARTMENT that the PROJECT, or if the PROJECT is a design/planning work effort that the eventual construction project(s), is on property owned fee simple or controlled through easement by the SPONSOR.
2. Upon approval of this AGREEMENT by the SPONSOR, the DEPARTMENT agrees that a contract will be issued for the PROJECT in a lawful and appropriate manner per the terms of the Agent agreement.
3. Upon completion of the PROJECT, the SPONSOR agrees to reimburse the DEPARTMENT five (5) percent of the total PROJECT cost. The reimbursement shall include all change orders or adjustments to the contract as required for developing and completing the PROJECT. Reimbursement shall be made to the DEPARTMENT by the SPONSOR within 45 days of the receipt of an invoice from the DEPARTMENT.

4. The SPONSOR hereby agrees to move forward with the construction elements that are being designed in the PROJECT once design is complete and the construction project is ready to be publicly bid. Should the SPONSOR choose not to move forward with the construction phase for the items being designed in the PROJECT the SPONSOR shall reimburse the state 100% of the total PROJECT cost. (Item is for design projects only).

IN WITNESS WHEREOF, the SPONSOR has caused this **AGREEMENT** to be duly executed in their name, this _____ day of _____, 20_____.

SPONSOR'S ACCEPTANCE:

City of Shawnee

Approved:

Signature

Print Name

Title

Address

City, Zip

Attest:

Seal:

Clerk

My commission expires: _____

NOTE: AGREEMENT MUST BE SIGNED BY MAYOR, CITY MANAGER, OR OTHER DESIGNATED PERSON WHO IS AUTHORIZED TO SIGN CONTRACTS FOR THE SPONSOR.

DO NOT WRITE BELOW THIS LINE

Executive Director

Oklahoma Department of Aerospace and Aeronautics



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

Date: January 21, 2025
To: Shawnee Airport Authority
From: Bonnie Wilson
Subject: Consideration and authorization of the Oklahoma Department of Aerospace and Aeronautics to procure professional services to support certain Capital Improvement Projects identified in the Shawnee Regional Airport Capital Improvement Program for Fiscal Year 2025.

Background:

Following the publication of a Request for Qualifications, per the requirements of the Federal Aviation Administration (FAA), the Shawnee Airport Authority (SAA) executed a Master-On-Call (MOC) Agreement with H.W. Lochner Engineering, Inc. (Lochner), to provide engineering and design services for the Shawnee Regional Airport (SNL).

Under the terms of the MOC, the SAA may request project specific services from Lochner as desired. Lochner has prepared three Scope of Work and Fee statements for planning, engineering, and design services in support of certain capital improvement projects identified in the Shawnee Regional Airport's Capital Improvement Plan for Fiscal Year 2025 as further described below:

Project 1: Construct Taxilane for T-Hangars, Rehabilitate Existing Taxilane and Main Parking Apron

The taxilane for the T-Hangar will be designed to accommodate a 10-Unit Full Nested T-Hangar with forty-eight (48) foot doors. The existing taxilane and apron areas will be rehabilitated by means of a crack seal and seal coat with isolated asphalt patching repairs; existing taxilane centerline reflectors will be removed and reinstalled to their original configuration prior to the rehabilitation project.

Proposed engineering fees for Project 1 are \$225,700.

Project 2: Construct Two New Ten-Unit T-Hangars

Designs will be prepared for two (2) 10-Unit fully nested T-Hangars with 47'-8" foot x 14'-0" clear bi-fold electric cable lift doors with a lockable personnel door in the bi-fold doors. The basis of design will be a Fulfab Model LK48 Full Nested T-Hangar. T-Hangar to have two (2) storage areas at each end of the building with one (1) 10-foot x 10-foot prefinished, insulated, steel, sectional overhead door and one (1) 3-foot x 7-foot steel flush insulated entry door. The T-hangars will be pre-engineered metal building structures, engineered by the manufacturer, as readily available non-custom building. The proposed nested T-Hangars will include electrical service to support interior lighting. No fire suppression, heat or plumbing will be provided. Electrical will include power for bi-fold doors, lights, and 110v outlets in each unit. No interior finish out, or water or sewer, and no stub outs for future water and sewer will be

included. The existing primary power to the airport is assumed to be sufficient to support the proposed development demand and capacity requirements. Base bid will include the minimum insulation as required by code. An add alternate will include insulation and panels (spray or batting).

Proposed engineering fees for Project 2 are \$ 121,500.

Project 3: Construct Taxilane for Future Hangar Development

This project will be designed and bid with the Base Bid being the length of taxilane to service the first proposed large apron north of the taxilane for the first proposed 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 reminder of the taxilane that will service the hangar development area.

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. 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. A pavement design will be completed as a part of this scope of services. An underdrain system will be incorporated to help protect the pavement from subsurface drainage. Lighting and Signage will not be provided for the proposed taxilane and is excluded from this scope of services. Taxilane edge lighting will only be installed up to the L-2 taper on the new Taxilane. 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).

Proposed engineering fees for Project 3 are \$312,600.

A detailed description of the proposed use of grants for design and construction costs follows:

Project 1: Construct Taxilane for T-Hangars, Rehabilitate Existing Taxilane and Main Parking Apron				
	Fees/Cost	FAA (95% FAA Funds)	ODAA (95% Remaining After FAA Funds)	SAA (5%)
Engineering	\$225,700		\$214,415	\$11,285
Estimated Construction	\$1,858,975	\$892,000	\$874,026	\$92,949
	\$2,084,675	\$892,000	\$1,088,441	\$104,234
Project 2: Construct Two New Ten-Unit T-Hangars				
	Fees/Costs	FAA	ODAA (40%)	SAA (60%)
Engineering	\$121,500		\$48,600	\$72,900
Estimated Construction	\$2,078,500		\$831,400	\$1,247,100
	\$2,200,000	\$0.00	\$880,000	\$1,320,000
Project 3: Construct Taxilane for Future Hangar Development				
	Fees/Costs	FAA	ODAA (95%)	SAA (5%)

Engineering	\$312,600	\$0.00	\$296,970	\$15,630
Estimated Construction	\$2,417,400	\$0.00	\$2,296,530	\$120,870
	\$2,730,000	\$0.00	\$2,593,500	\$136,500
	\$7,014,675	\$892,000	\$4,561,941	1,560,734

OMAG and FEMA funds will be applied for to address the SAA costs associated with Project 2: Construct Two New Ten-Unit T-Hangars.

All OMAG and FEMA participation described below are based on estimates of engineering and construction costs provided by ODAA as part of the Shawnee Regional Airport CIP.

All available OMAG funds will be applied to each eligible project prior to the application for FEMA reimbursement.

Total OMAG Reimbursement Including Depreciation Costs	\$693,688
Total FEMA Reimbursement	\$626,312
Total SAA Capital Funds	\$240,734

Project 1: Construct Taxilane for T-Hangars, Rehabilitate Existing Taxilane and Main Parking Apron					
	Fees/Cost	SAA Responsibility	OMAG	FEMA Reimbursement Request	SAA Capital Funds
Engineering	\$225,700	\$11,285	\$0.00	\$0.00	\$11,285
Estimated Construction	\$1,858,975	\$92,949	\$0.00	\$0.00	\$92,949
	\$2,084,675	\$104,234	\$0.00	\$0.00	\$104,234
Project 2: Construct Two New Ten-Unit T-Hangars					
	Fees/Costs	SAA	OMAG	FEMA Reimbursement Request	SAA Capital Funds
Engineering	\$121,500	\$72,900	\$72,900	\$0.00	\$0.00
Estimated Construction	\$2,078,500	\$1,247,100	\$620,788	\$626,312	\$0.00
	\$2,200,000	\$1,320,000	\$693,688	\$626,312	\$0.00
Project 3: Construct Taxilane for Future Hangar Development					
	Fees/Costs	SAA	OMAG	FEMA Reimbursement Request	SAA Capital Funds
Engineering	\$312,600	\$15,630	\$0.00	\$0.00	\$15,630
Estimated	\$2,417,400	\$120,870	\$0.00	\$0.00	\$120,870

Construction					
	\$2,730,000	\$136,500	\$0.00	\$0.00	\$136,500
Totals	\$7,014,675	\$1,560,734	\$693,688	\$626,312	\$240,734

Financial Impact: Engineering and Design - Shawnee Airport Authority funds in the amount of \$99,815, from Account 511-5-0120-54200 Capital Outlay-Buildings & Improvements will be used to address the local matching share requirements for the engineering design costs of these three projects

This account will be reimbursed by FEMA and/or OMAG as depicted in the detailed charts

Attachments: 01 - SNL T-Hangar Taxilane_ODAA_Attachment A, 02 - SNL T-Hangars_ODAA_Attachment A, 03 - SNL Taxilane For Hangar Devel_ODAA_Attachment A

Staff Recommendation: Authorize the Chairman of the Shawnee Airport Authority to authorize the Oklahoma Department of Aerospace and Aeronautics, in their role as Agent, to execute agreements with H. W. Lochner Engineering, Inc., as described in detail above, on behalf of the Shawnee Airport Authority

**CONSTRUCT TAXILANE FOR T-HANGAR AND REHABILITATE EXISTING TAXILANE AND APRON
AT SHAWNEE REGIONAL AIRPORT (SNL)**

**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. *Funding Source Separation of Scope of Construction*
 - a. *Construct Taxilane for T-Hangar (ODO 2) – FAA Federal and State Funds, Federal monies to be received through the Federal Aviation Administration (FAA) Bipartisan Infrastructure Law (BIL) and Airport Improvement Program (AIP) Grant programs at 95% FAA and 5% Sponsor. State monies to be received through the Oklahoma Department of Aerospace and Aeronautics (ODAA) grant at 95% ODAA and 5% Sponsor.*
 - b. *Rehabilitate Existing Taxilane and Apron Area (ODO 1) – State Funds Only, State monies to be received through the Oklahoma Department of Aerospace and Aeronautics (ODAA) grant at 95% ODAA and 5% Sponsor.*
2. *The existing taxilane and apron area will be rehabilitated by means of a crack seal and seal coat with isolated asphalt patching repairs. A maximum of four seal coat materials may be bid as alternates, P-608, P-629, P-630 and P-631. (P-630 and P-631 may not be used per AC 150/5370-10H for FAA federally funded projects, however it is the intent that no FAA federal funds will be used for the rehabilitation construction items.)*
3. *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.*
4. *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.*
5. *The basis of geometric and pavement design will be for aircraft capable of being stored in the Fulfab Model LK48 Full Nested T-Hangar.*
6. *Project will be a Design & Construction FAA AIP and BIL Grant and a Design & Construction ODAA Grant.*
7. *It is assumed that the total federal funds requested will be over \$250,000 and DBE goal will be required.*
8. *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.*
9. *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

- 10. A pavement design will be completed as a part of this scope of services.*
- 11. An underdrain system will be incorporated to help protect the pavement from subsurface drainage.*
- 12. 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.*
- 13. Grading and drainage will be designed to meet FAA criteria.*
- 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 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 PhaseAs 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 PhaseAs Required

B. SPECIAL SERVICES

1. Administrative AssistanceAs 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 ChecklistAs 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
Total Basic and Special Services	\$ 225,700.00 Lump Sum

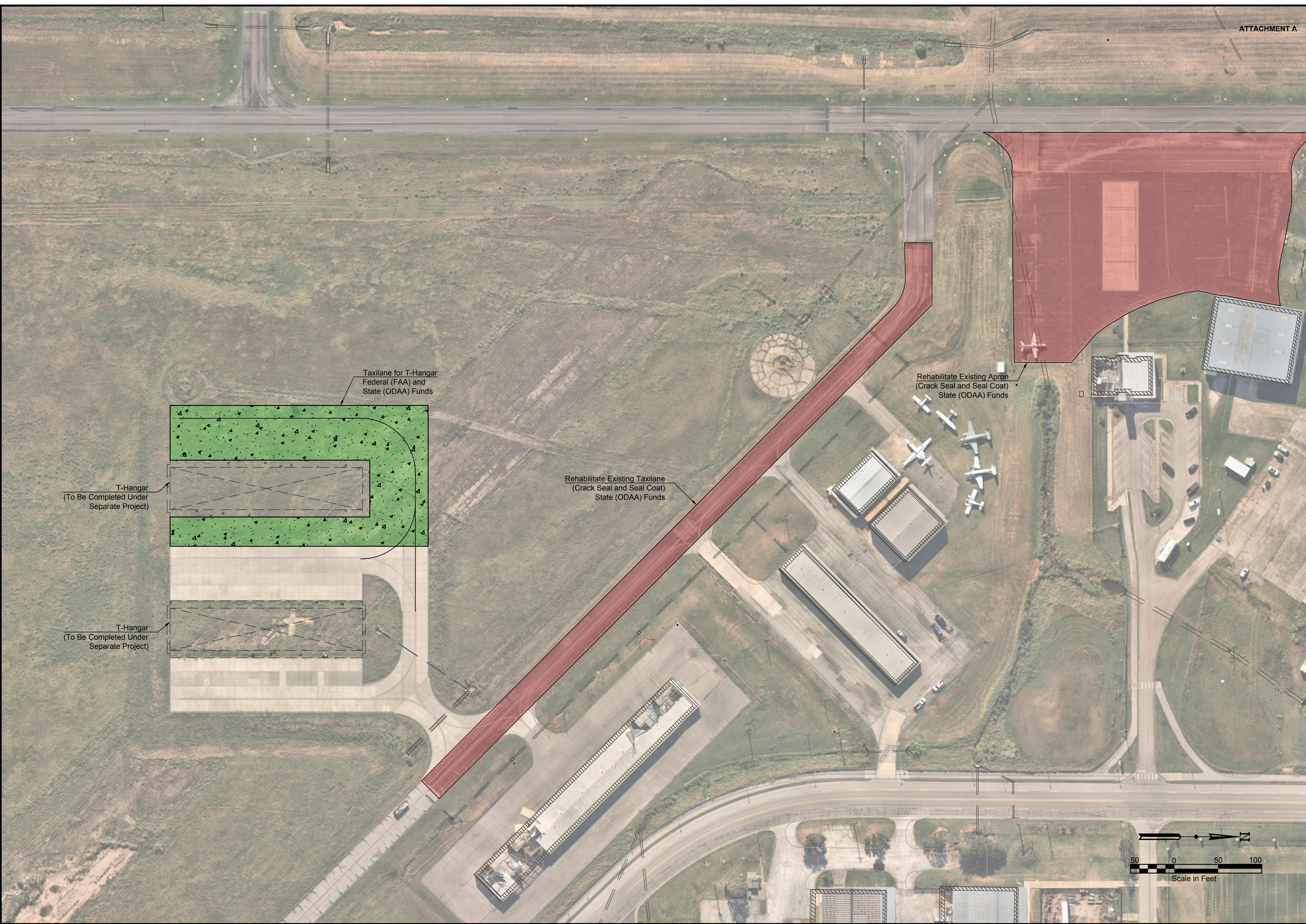
The Consultant shall not proceed with the services described herein until written authorization in the form of a Notice to Proceed is received from the Owner.

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.

Drawing Name: I:\OKC\PRJ\000023\02\00 - AGREEMENT\01 - T-Hangar TL & Rehab\CONTRACT\ACAD\23102 - Project Exhibit.dwg, Jan 14, 2025 - 12:52pm

Last Saved By: rgooch 2024/11/05

Plot Style: ac.ctb



ATTACHMENT A

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

SHAWNEE AIRPORT AUTHORITY

SHAWNEE REGIONAL AIRPORT

Shawnee, Oklahoma

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

PROJECT EXHIBIT

1

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: Hourly Rate:	Principal \$324.20	Project Manager \$305.67	Senior Electrical Engineer \$277.88	Senior Design Engineer \$302.58	Design Engineer \$203.78	Senior Airport Planner \$228.48	Environmental Scientist \$185.26	Engineer Intern \$129.68	Design Technician \$154.38	Administrative Assistant \$151.29	Other Costs
A. BASIC SERVICES												
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											



ATTACHMENT A

	Classification: Hourly Rate:	Principal \$324.20	Project Manager \$305.67	Senior Electrical Engineer \$277.88	Senior Design Engineer \$302.58	Design Engineer \$203.78	Senior Airport Planner \$228.48	Environmental Scientist \$185.26	Engineer Intern \$129.68	Design Technician \$154.38	Administrative Assistant \$151.29	Other Costs
B. SPECIAL SERVICES												
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

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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.



ATTACHMENT A

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



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SHAWNEE AIRPORT AUTHORITY

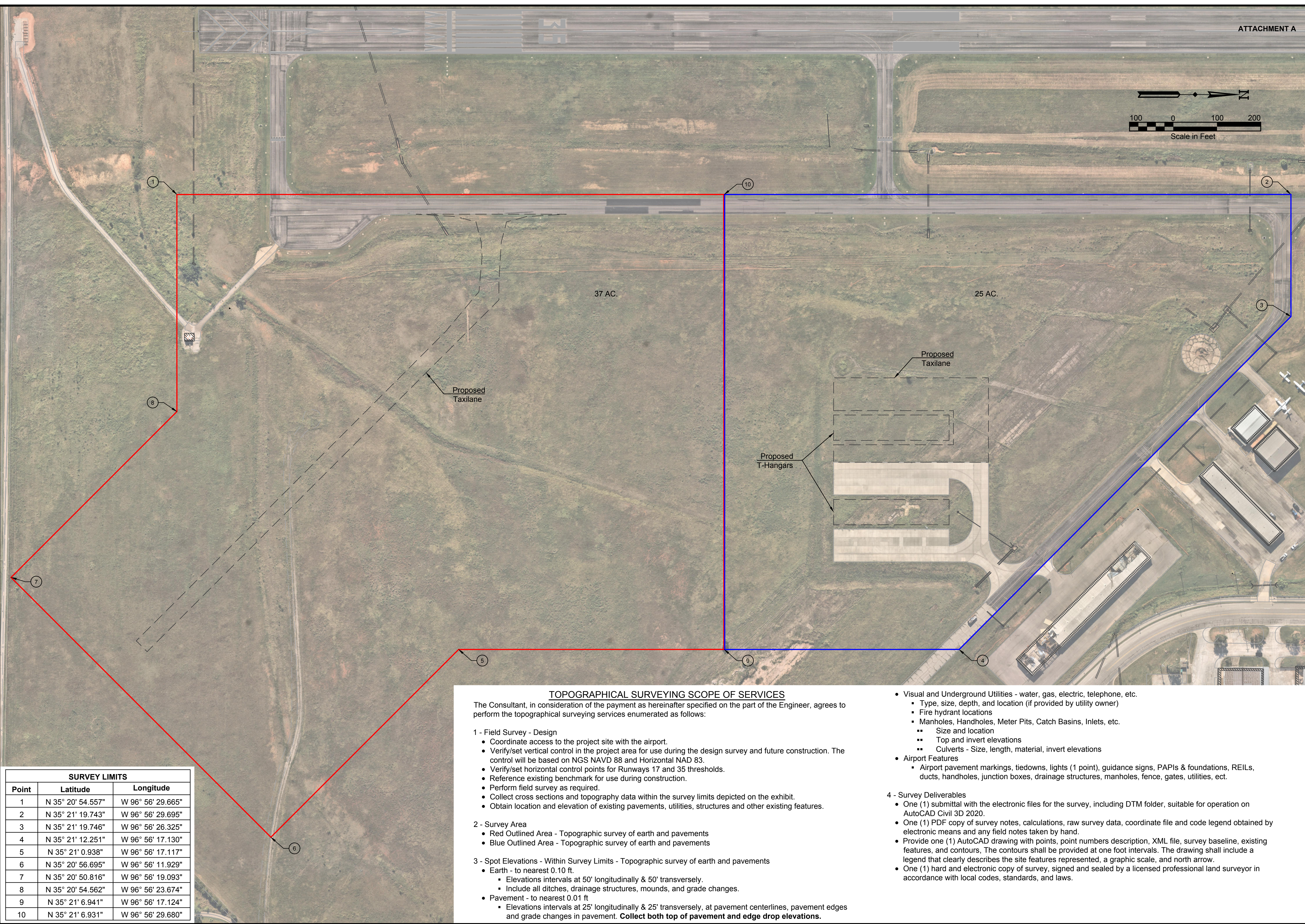
SHAWNEE REGIONAL AIRPORT

Shawnee, Oklahoma

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

TAXILANE FOR
T-HANGAR
GEOTECH SCOPE

1



ATTACHMENT A

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.

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SHAWNEE AIRPORT AUTHORITY

SHAWNEE REGIONAL AIRPORT

Shawnee, Oklahoma

PROJECT NO. #####

DRAWN BY: _____ DATE: _____

CHECKED BY: _____ DATE: _____

DESIGNED BY: _____ DATE: _____

REVISIONS: _____ DATE: _____

T-HANGARS & TAXILANES SURVEY SCOPE

7 Year Capital Improvement Plan (CIP)

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

ATTACHMENT A

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 FY	Available		Funding Source	Data Sheet - Project Component/Phase		Estimated Cost	Funding Plan					
	NPE	AIG					NPE	AIG	Additional AIP	Other	Match	
2025	\$300,000	\$592,000	State	ODO 1: Rehabilitate Taxilane and Apron (Design & Construction)		ODAA 95%-5%	\$329,675				\$313,191	\$16,484
			AIP/BIL	ODO 2: Construct New T-Hangar Taxilane (Design & Construction)		FAA 95%-5% & ODAA 95%-5%	\$1,755,000	\$300,000	\$592,000		\$775,250	\$87,750
	Total = \$892,000		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
			State	ODO 5: Rehabilitate PAPIs (Design)		ODAA 95%-5%	\$86,000				\$81,700	\$4,300
			Remaining Funds		2025 Annual Subtotals:	\$7,100,675	\$300,000	\$592,000		\$4,643,641	\$1,565,034	
2026	\$150,000	\$144,000	State	ODO 5: Rehabilitate PAPIs (Construction)		ODAA 95%-5%	\$297,700				\$282,815	\$14,885
			State	ODO 6: Construct Terminal (Design & Construction)		ODAA 50%-50% , ODAA Share NTE \$1,000,000	\$3,825,000				\$1,000,000	\$2,825,000
	Total = \$294,000		State	ODO 7: Construct Terminal Parking Lot (Design)		ODAA 95%-5%	\$100,000				\$95,000	\$5,000
			State	ODO 8: Construct SE Hangar & Apron Phase I (Design)		ODAA PREP 100%-0%	\$400,000				\$400,000	
			State	ODO 9: Construct SE Road & Utilities (Design)		ODAA 95%-5%	\$225,000				\$213,750	\$11,250
	\$150,000	\$144,000	Remaining Funds		2026 Annual Subtotals:	\$4,847,700				\$1,991,565	\$2,856,135	
2027	\$300,000	\$144,000	State	ODO 7: Construct Terminal Parking Lot (Construction)		ODAA 95%-5%	\$827,000				\$785,650	\$41,350
			State	ODO 8a: Construct SE Hangar Phase I (Construction)		ODAA PREP 100%-0%	\$5,690,000				\$5,690,000	
			State	ODO 8b: Construct SE Hangar Apron Phase I (Construction)		ODAA PREP \$410000 @ 100%-0% & \$825,500 @ 95%-5%	\$1,235,500				\$1,194,225	\$41,275
	Total = \$444,000		State	ODO 9: Construct SE Road & Utilities (Construction)		ODAA 95%-5%	\$1,650,000				\$1,567,500	\$82,500
	\$300,000	\$144,000	Remaining Funds		2027 Annual Subtotals:	\$9,402,500				\$9,237,375	\$165,125	
2028	\$450,000	\$144,000	State	ODO 10: Rehabilitate Fuel Farm (Design & Construction)		ODAA 50%-50% , ODAA Share NTE \$500,000 Per Fuel Type	\$1,423,920				\$711,960	\$711,960
	Total = \$594,000											
	\$450,000	\$144,000	Remaining Funds		2028 Annual Subtotals:	\$1,423,920				\$711,960	\$711,960	
2029	\$600,000	\$144,000	AIP/BIL	ODO 11: 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 11: 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 12: 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:						\$35,274,795	\$1,200,000	\$736,000	\$10,206,000	\$17,209,541	\$5,923,254	

Sponsor Name & Title: _____

Date: _____

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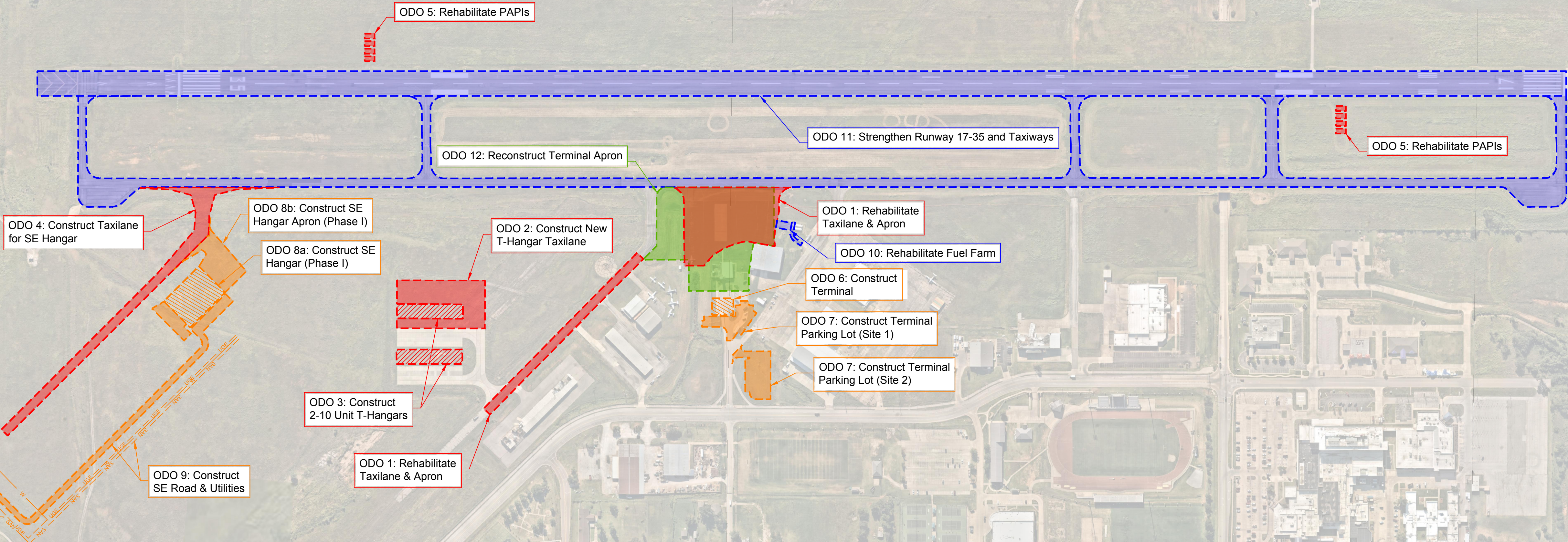
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CITY OF SHAWNEE, OKLAHOMA

SHAWNEE REGIONAL AIRPORT
SHAWNEE, OKLAHOMA

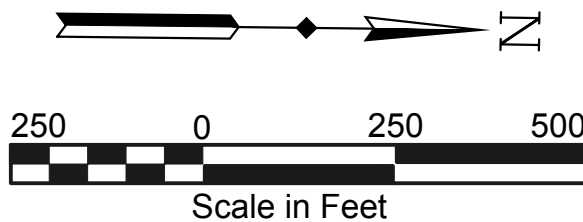
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DESIGNED BY	DATE
REVISIONS	DATE

OVERALL
DEVELOPMENT
OBJECTIVES



CIP Year Color Match

2025	2026 & 2027
2028 & 2030	2031



**CONSTRUCT TWO 10 UNIT T-HANGARS
AT SHAWNEE REGIONAL AIRPORT (SNL).**

**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. *ODO 3 - Construct 2-10 Unit T-Hangar (Design & Construction)*
2. *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.*
3. *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.*
4. *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.*
5. *T-Hangar is to be a pre-engineered metal building structure, engineered by the manufacturer, and a readily available non-custom building.*
6. *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.*
7. *No fire suppression will be provided.*
8. *No heat or plumbing will be provided.*
9. *Electrical will include power for bi-fold doors, lights, and 110v outlets in each unit.*
10. *No interior finish out, such as restrooms or offices, is included.*
11. *No water or sewer will be provided and no stub outs for future water and sewer will be included.*
12. *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.*
13. *Base bid will include the minimum insulation as required by code. An add alternate will include insulation and panels (spray or batting).*
14. *The basis of geometric and pavement design will be for aircraft capable of being stored in the Fulfab Model LK48 Full Nested T-Hangar.*
15. *Project will be a Design & Construction ODAA Grant with no FAA participation.*
16. *Oklahoma Department of Transportation (ODOT) specifications, materials, construction methods, and acceptance per the ODOT specifications will be used for applicable and appropriate materials.*
17. *It is assumed that no FAA review of the Plans and Specifications will be required.*

18. *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 PhaseAs 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 PhaseAs Required

B. SPECIAL SERVICES

1. Administrative AssistanceAs 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 ChecklistTo 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

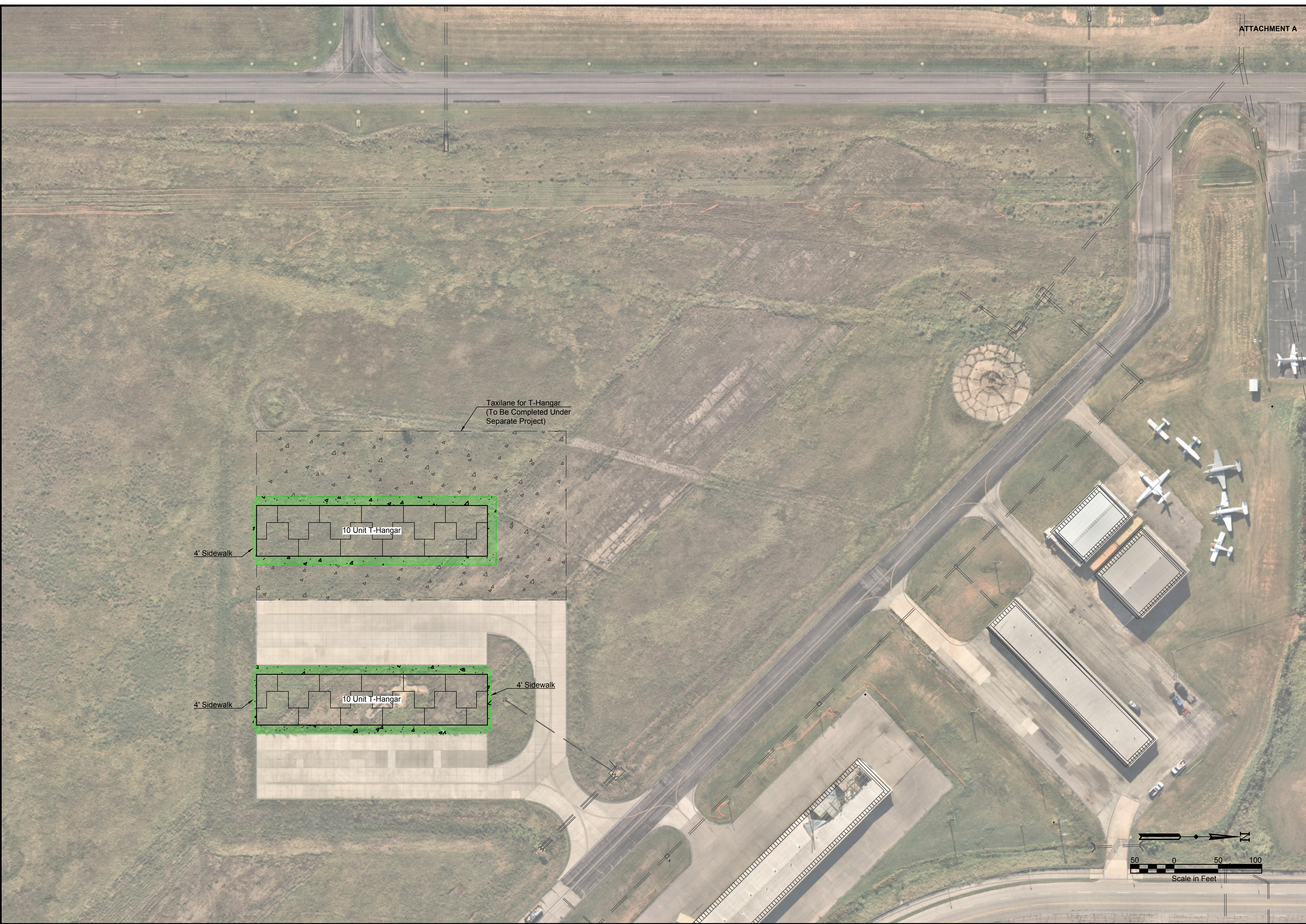
B. SPECIAL SERVICES

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
Total Basic and Special Services	\$ 121,500.00 Lump Sum

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.

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Plot Style: ae.ctb



ATTACHMENT A

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SHAWNEE AIRPORT AUTHORITY

SHAWNEE REGIONAL AIRPORT

Shawnee, Oklahoma

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

PROJECT EXHIBIT

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



ATTACHMENT A

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: Hourly Rate:	Principal \$324.20	Project Manager \$305.67	Senior Electrical Engineer \$277.88	Senior Design Engineer \$302.58	Design Engineer \$203.78	Senior Airport Planner \$228.48	Environmental Scientist \$185.26	Engineer Intern \$129.68	Design Technician \$154.38	Administrative Assistant \$151.29	Other Costs
A. BASIC SERVICES												
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											

ATTACHMENT A

	Classification: Hourly Rate:	Principal \$324.20	Project Manager \$305.67	Senior Electrical Engineer \$277.88	Senior Design Engineer \$302.58	Design Engineer \$203.78	Senior Airport Planner \$228.48	Environmental Scientist \$185.26	Engineer Intern \$129.68	Design Technician \$154.38	Administrative Assistant \$151.29	Other Costs
B. SPECIAL SERVICES												
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 =	\$ -											\$ -
Total Fee	\$ 6,200.00											
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 =	\$ -											\$ -
Total Fee	\$ -											
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
Total Fee	\$ 13,400.00											
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 =	\$ -											\$ -
Total Fee	\$ -											
PART B SUBTOTAL =	\$ 19,600.00											
GRAND TOTAL =	\$ 121,500.00											

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

PLOT STYLE: as.ctb
Last Saved By: rgooch 2024/11/05
Drawing Name: I:\OKC\PRJ\000023\92000 - AGREEMENT02 - T-Hangars\GEOTECH\ACAD\23\92 - Geotech Scope.dwg Nov 05 2024 - 12:06pm

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 (Building Design)

- Obtain two (2) bore samples (BD-1 through BD-2) at the locations shown in the attached Exhibit, extended to a maximum of 25' below the existing ground surface or to auger refusal if encountered prior to reaching a depth of 25' to determine the existing soil classification and conditions. The material from the test holes shall be visually classified and logged, and the hole shall be visually examined for free water. 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).
 - Moisture-Density (ASTM D1557)
 - Include a minimum of 5 points.
 - Design Values for allowable bearing capacity for shallow foundations and deep foundation system, estimated settlement of foundations, and subgrade preparation/treatment recommendations. If subgrade treatment or modification requires undercutting of the existing subgrade greater than 8 inches in depth, provide alternate recommendations related to subgrade preparation and modification both chemical and mechanical to reduce the need/use of select fill in the report.
- 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.



ATTACHMENT A

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



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

SHAWNEE AIRPORT AUTHORITY

SHAWNEE REGIONAL AIRPORT

Shawnee, Oklahoma

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

T-HANGARS
GEOTECH SCOPE

7 Year Capital Improvement Plan (CIP)

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

ATTACHMENT A

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 FY	Available		Funding Source	Data Sheet - Project Component/Phase		Estimated Cost	Funding Plan					
	NPE	AIG					NPE	AIG	Additional AIP	Other	Match	
2025	\$300,000	\$592,000	State	ODO 1: Rehabilitate Taxilane and Apron (Design & Construction)		ODAA 95%-5%	\$329,675				\$313,191	\$16,484
			AIP/BIL	ODO 2: Construct New T-Hangar Taxilane (Design & Construction)		FAA 95%-5% & ODAA 95%-5%	\$1,755,000	\$300,000	\$592,000		\$775,250	\$87,750
	Total = \$892,000		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
			State	ODO 5: Rehabilitate PAPIs (Design)		ODAA 95%-5%	\$86,000				\$81,700	\$4,300
			Remaining Funds		2025 Annual Subtotals:	\$7,100,675	\$300,000	\$592,000		\$4,643,641	\$1,565,034	
2026	\$150,000	\$144,000	State	ODO 5: Rehabilitate PAPIs (Construction)		ODAA 95%-5%	\$297,700				\$282,815	\$14,885
			State	ODO 6: Construct Terminal (Design & Construction)		ODAA 50%-50% , ODAA Share NTE \$1,000,000	\$3,825,000				\$1,000,000	\$2,825,000
	Total = \$294,000		State	ODO 7: Construct Terminal Parking Lot (Design)		ODAA 95%-5%	\$100,000				\$95,000	\$5,000
			State	ODO 8: Construct SE Hangar & Apron Phase I (Design)		ODAA PREP 100%-0%	\$400,000				\$400,000	
			State	ODO 9: Construct SE Road & Utilities (Design)		ODAA 95%-5%	\$225,000				\$213,750	\$11,250
	\$150,000	\$144,000	Remaining Funds		2026 Annual Subtotals:	\$4,847,700				\$1,991,565	\$2,856,135	
2027	\$300,000	\$144,000	State	ODO 7: Construct Terminal Parking Lot (Construction)		ODAA 95%-5%	\$827,000				\$785,650	\$41,350
			State	ODO 8a: Construct SE Hangar Phase I (Construction)		ODAA PREP 100%-0%	\$5,690,000				\$5,690,000	
	Total = \$444,000		State	ODO 8b: Construct SE Hangar Apron Phase I (Construction)		ODAA PREP \$410000 @ 100%-0% & \$825,500 @ 95%-5%	\$1,235,500				\$1,194,225	\$41,275
			State	ODO 9: Construct SE Road & Utilities (Construction)		ODAA 95%-5%	\$1,650,000				\$1,567,500	\$82,500
	\$300,000	\$144,000	Remaining Funds		2027 Annual Subtotals:	\$9,402,500				\$9,237,375	\$165,125	
2028	\$450,000	\$144,000	State	ODO 10: Rehabilitate Fuel Farm (Design & Construction)		ODAA 50%-50% , ODAA Share NTE \$500,000 Per Fuel Type	\$1,423,920				\$711,960	\$711,960
	Total = \$594,000											
	\$450,000	\$144,000	Remaining Funds		2028 Annual Subtotals:	\$1,423,920				\$711,960	\$711,960	
2029	\$600,000	\$144,000	AIP/BIL	ODO 11: 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 11: 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 12: 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		2031 Annual Subtotals:	\$500,000	\$150,000		\$300,000	\$25,000	\$25,000	
7 Year CIP Totals:						\$35,274,795	\$1,200,000	\$736,000	\$10,206,000	\$17,209,541	\$5,923,254	

Sponsor Name & Title: _____

Date: _____

Drawing Name: I:\A\GENAIRPORTS\OKLAHOMA\Shawnee Regional (SNL)\ACIP\FY 2026-2030 ACIP\ODO Sketches\SNL ODO DRAWINGS-2025-2031_11-8-2024.dwg Dec 11, 2024 - 6:58am



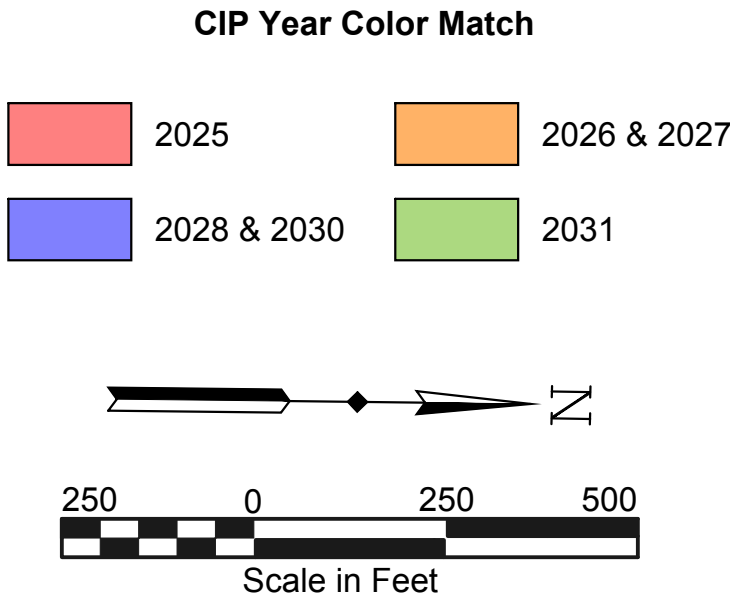
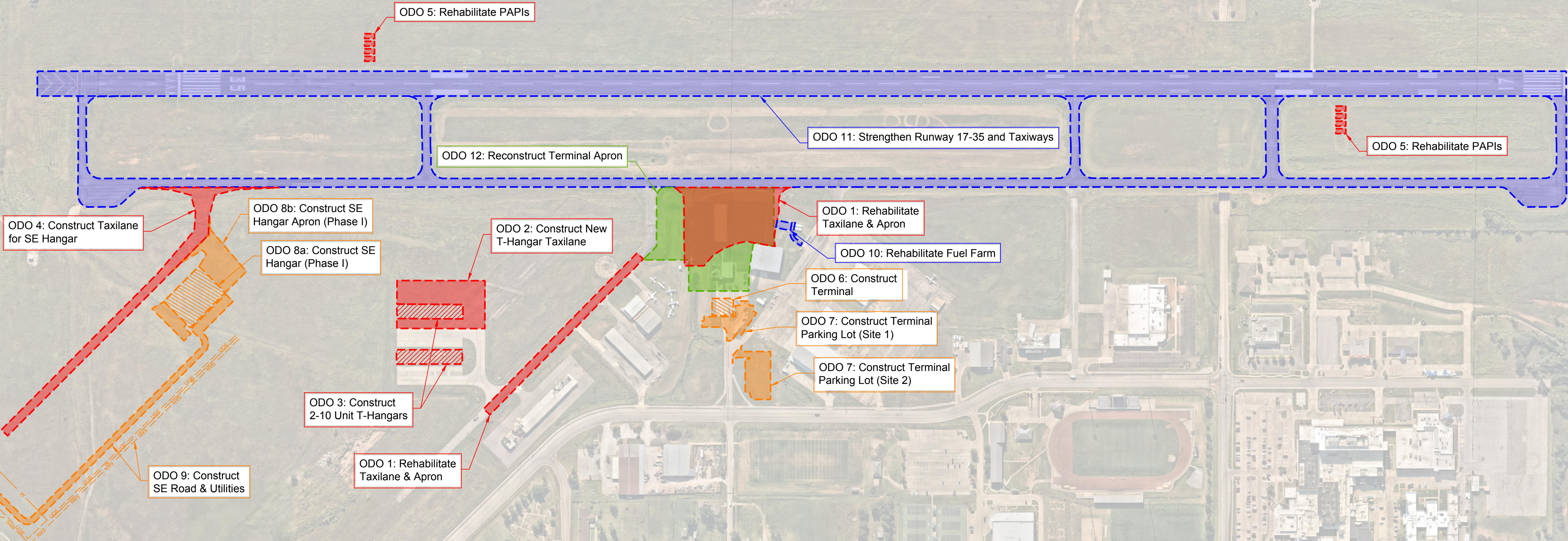
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CITY OF SHAWNEE, OKLAHOMA

SHAWNEE REGIONAL AIRPORT
SHAWNEE, OKLAHOMA

PROJECT NO.	
DRAWN BY	DATE
CHECKED BY	DATE
DESIGNED BY	DATE
REVISIONS	DATE

OVERALL
DEVELOPMENT
OBJECTIVES



**CONSTRUCT TAXILANE FOR FUTURE HANGAR DEVELOPMENT
AT SHAWNEE REGIONAL AIRPORT (SNL).**

**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. *ODO 4 - Construct Taxilane for SE Hangar (Design & Construction)*
2. *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.*
3. *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.*
4. *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.*
5. *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.*
6. *A pavement design will be completed as a part of this scope of services.*
7. *An underdrain system will be incorporated to help protect the pavement from subsurface drainage.*
8. *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.*
9. *Taxilane edge lighting will only be installed up to the L-2 taper on the new Taxilane.*
10. *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).*
11. *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.*
12. *Grading and drainage will be designed to meet FAA criteria. Project will be a Design & Construction ODAA Grant with no FAA participation.*
13. *Oklahoma Department of Transportation (ODOT) specifications, materials, construction methods, and acceptance per the ODOT specifications will be used for applicable and appropriate materials.*
14. *It is assumed that no FAA review of the Plans and Specifications will be required.*

15. *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 PhaseAs 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 PhaseAs Required

B. SPECIAL SERVICES

1. Administrative AssistanceAs 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 ChecklistAs 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.....	\$ 29,500.00 Lump Sum
4. Permitting / CATEx Checklist	<u>\$ 15,300.00 Lump Sum</u>
Subtotal Special Services	\$ 61,800.00 Lump Sum
Total Basic and Special Services	\$ 312,600.00 Lump Sum

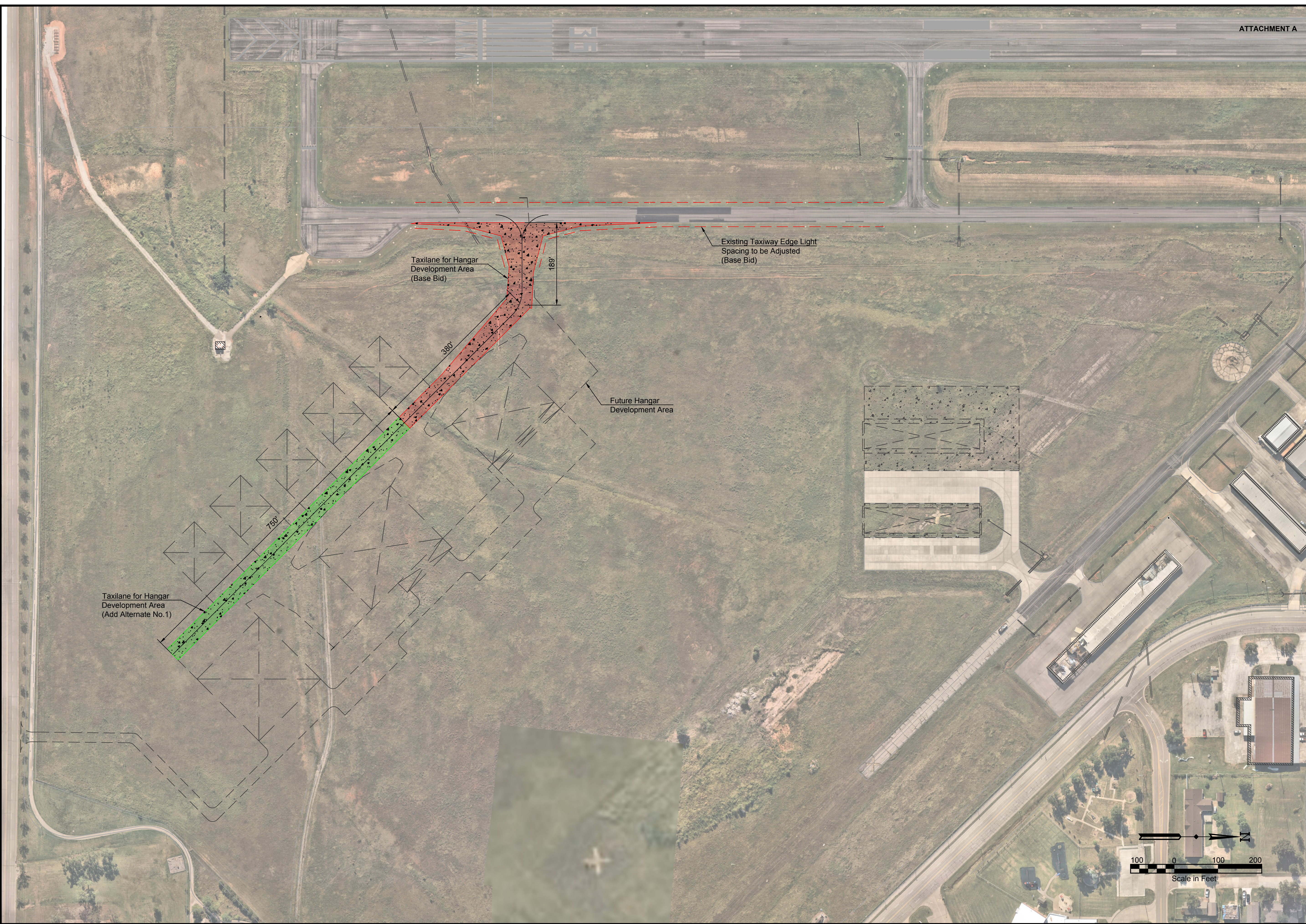
The Consultant shall not proceed with the services described herein until written authorization in the form of a Notice to Proceed is received from the Owner.

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.

Drawing Name: I:\OKC\PRJ\000023\02\00 - AGREEMENT\03 - TL for Hangar Development\CONTRACT\ACAD\03\02 - Project Exhibit_2B.dwg Nov 11, 2024 - 11:29am

Last Saved By: rgooch 2024/11/08

Plot Style: ae.ctb



ATTACHMENT A

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



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

SHAWNEE AIRPORT AUTHORITY

SHAWNEE REGIONAL AIRPORT

Shawnee, Oklahoma

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

PROJECT EXHIBIT

1

DERIVATION OF CONSULTANT PROJECT COSTS BASIC AND SPECIAL SERVICES

Task Order 03 – Construct Taxilane for Future Hangar Development

SHAWNEE REGIONAL AIRPORT

SHAWNEE, OKLAHOMA

December 10, 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		= \$	366.19

Total Out-of-Pocket Expenses = \$ **865.99**

5. SUBCONTRACT COST:

a. Design Survey	\$ 10,835.00
b. Geotechnical Investigation	\$ 27,350.00

6. TOTAL FEE:

Items 3, 4 and 5 \$ **312,600.00**

ENGINEERING BASIC AND SPECIAL SERVICES - COST BREAKDOWN

Task Order 03 – Construct Taxilane for Future Hangar Development

SHAWNEE REGIONAL AIRPORT SHAWNEE, OKLAHOMA

December 10, 2024

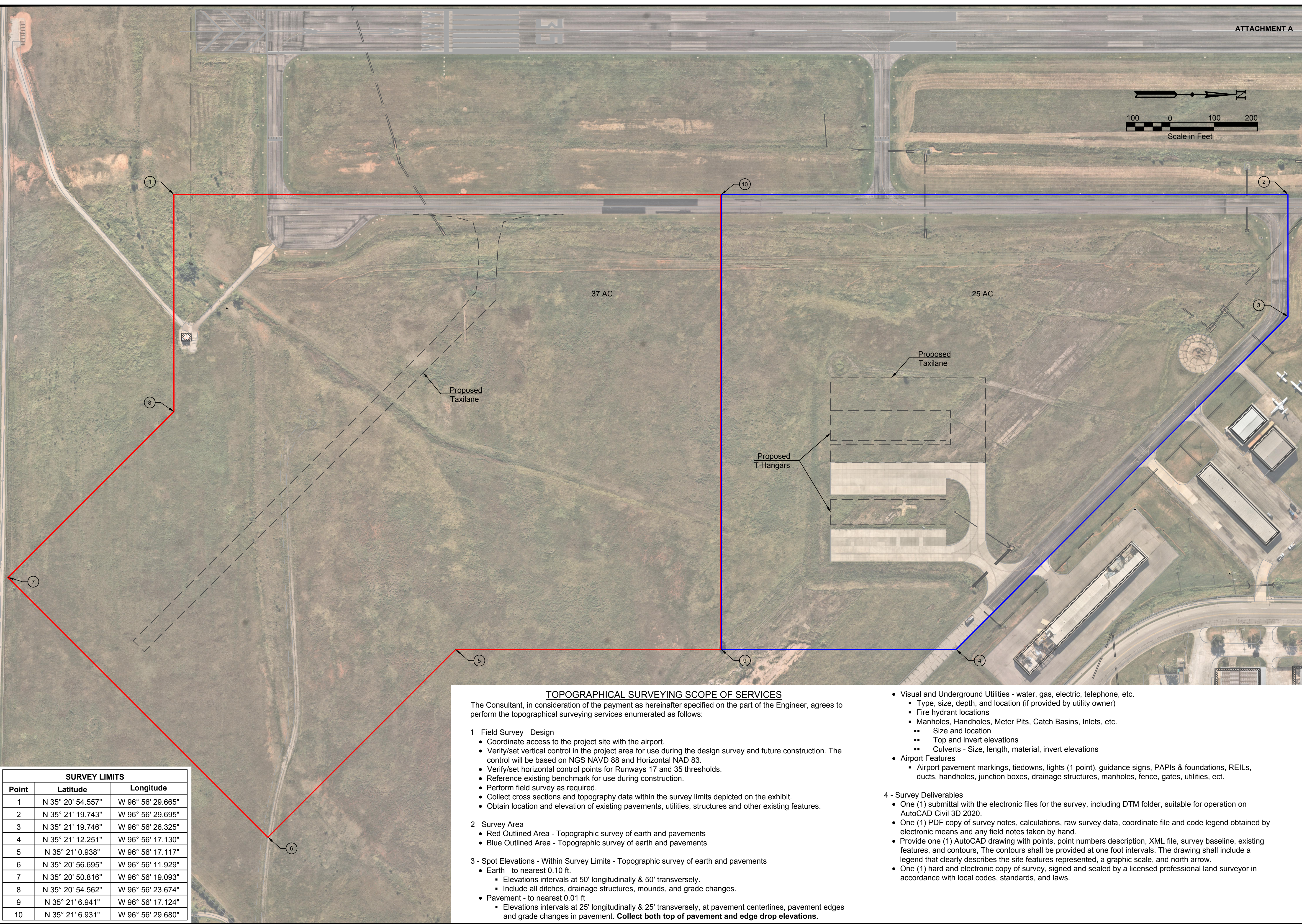
	Classification: Hourly Rate:	Principal \$324.20	Project Manager \$305.67	Senior Electrical Engineer \$277.88	Senior Design Engineer \$302.58	Design Engineer \$203.78	Senior Airport Planner \$228.48	Environmental Scientist \$185.26	Engineer Intern \$129.68	Design Technician \$154.38	Administrative Assistant \$151.29	Other Costs
A. BASIC SERVICES												
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											



ATTACHMENT A

	Classification: Hourly Rate:	Principal \$324.20	Project Manager \$305.67	Senior Electrical Engineer \$277.88	Senior Design Engineer \$302.58	Design Engineer \$203.78	Senior Airport Planner \$228.48	Environmental Scientist \$185.26	Engineer Intern \$129.68	Design Technician \$154.38	Administrative Assistant \$151.29	Other Costs
B. SPECIAL SERVICES												
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 =	\$ -											\$ -
Total Fee	\$ 5,400.00											
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 =	\$ 98.08											\$ 98.08
Subconsultant Subtotal =	\$ 10,835.00											\$ 10,835.00
Total Fee	\$ 11,600.00											
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 =	\$ 27,350.00											\$ 27,350.00
Total Fee	\$ 29,500.00											
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 =	\$ -											\$ -
Total Fee	\$ 15,300.00											
PART B SUBTOTAL =	\$ 61,800.00											
GRAND TOTAL =	\$ 312,600.00											

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



ATTACHMENT A

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SHAWNEE AIRPORT AUTHORITY

SHAWNEE REGIONAL AIRPORT

Shawnee, Oklahoma

PROJECT NO. #####

DRAWN BY: _____ DATE: _____

CHECKED BY: _____ DATE: _____

DESIGNED BY: _____ DATE: _____

REVISIONS: _____ DATE: _____

T-HANGARS & TAXILANES
SURVEY SCOPE

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.

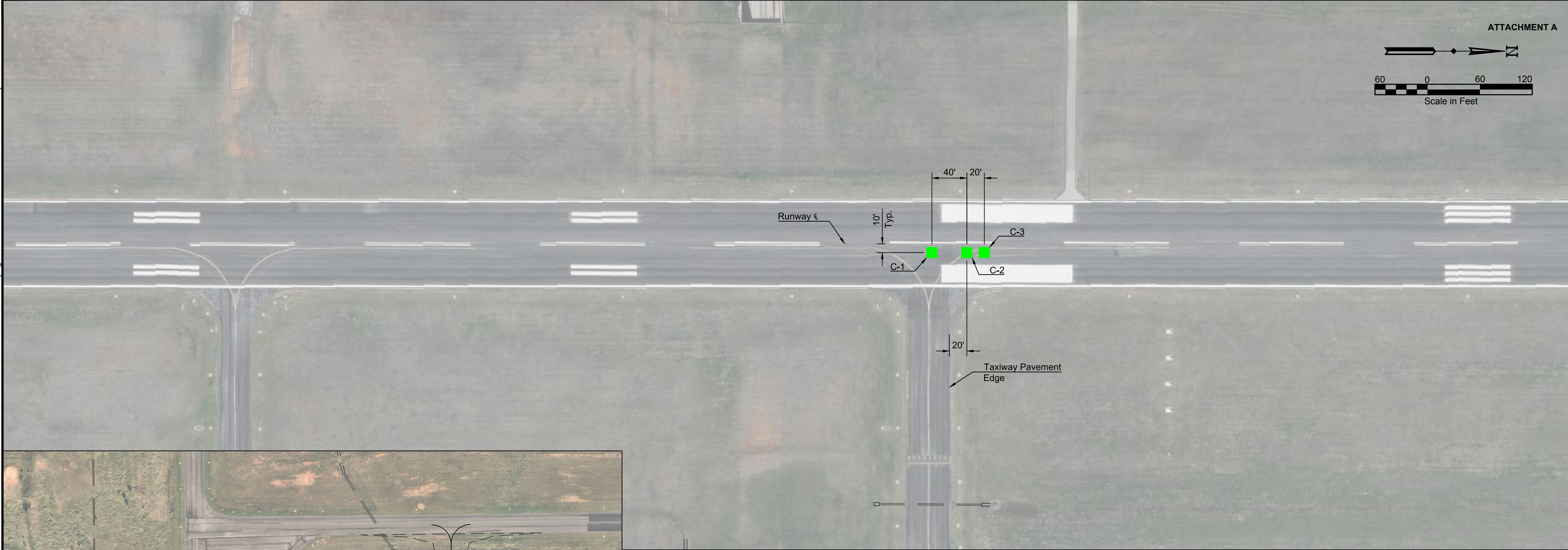
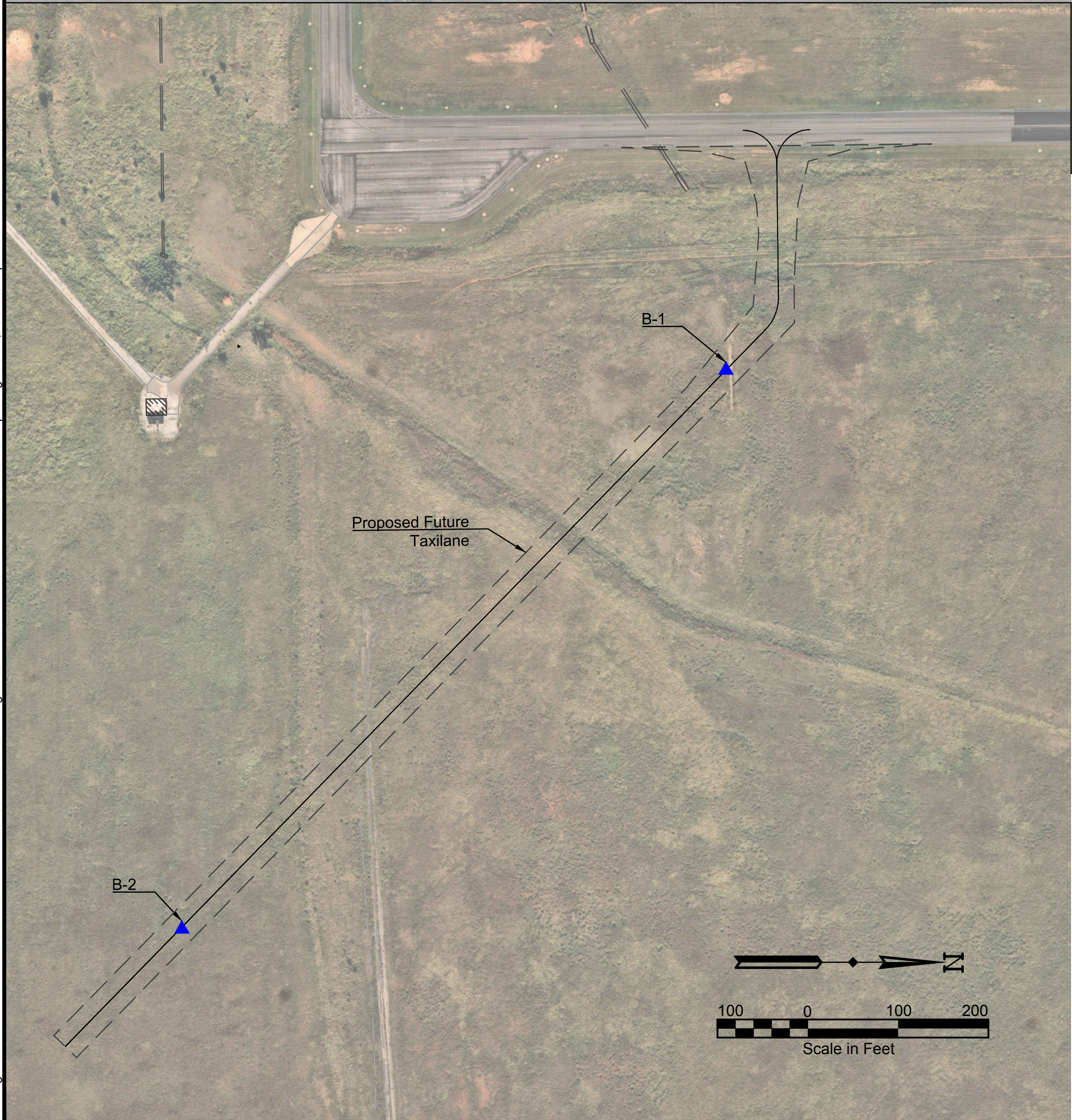
4 - Survey Deliverables

- 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.

Plot Style: ae.ctb

Last Saved By: rgooch 2024/12/03

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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 samples (B-1 & B-2) at locations 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)
 - Perform Two (2) CaSamples 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.

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

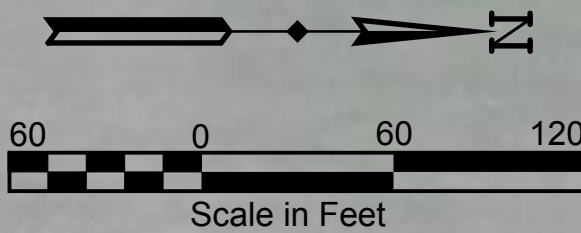
b- Cores (Pavement Investigation) ■

- Obtain six (6) 4" diameter core samples (C-1 through C-3 at locations shown, C-4 through C-6 to be located in the field). Core locations will comprise of asphalt pavements. At all locations the following procedures and tests will be performed:
 - Pavement layer materials will be identified, and thicknesses measured.
 - In addition to the surface AC, the unbound aggregate base/subbase will be identified and measured.
 - The core depth will reach the top of the fills or native subgrade and the soil types to be classified with Unified Soil Classification System (ASTM D2487).
- Perform two (2) Dynamic Cone Penetrometer (DCP) at core locations to be determined in the field, to a depth of 5 ft from the top of the native subgrade. The DCP test data will be used to estimate California Bearing Ratio (CBR) values using equations established by the U.S. Army Corps of Engineers.
- Perform one (1) California Bearing Ratio (CBR) (ASTM D1883) (Location to be determined in the field)
 - Samples to be taken at a depth of 2'-3' below the top of native subgrade.
 - Samples shall be soaked prior to testing.
 - The test shall not be a composite sample of multiple bores.
- A report will include summary discussion of field results, observation related to materials encountered during the drilling operations, and DCP logs.
- Provide a photo of each core location showing the 5 feet of adjacent pavement surrounding the core.

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.

ATTACHMENT A



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Lochner

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Suite 310
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SHAWNEE AIRPORT AUTHORITY

SHAWNEE REGIONAL AIRPORT

Shawnee, Oklahoma

PROJECT NO. #####

DRAWN BY: DATE

CHECKED BY: DATE

DESIGNED BY: DATE

REVISIONS: DATE

TAXILANE FOR
HANGAR DEVEL.
GEOTECH SCOPE

1

7 Year Capital Improvement Plan (CIP)

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

ATTACHMENT A

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 FY	Available		Funding Source	Data Sheet - Project Component/Phase		Estimated Cost	Funding Plan					
	NPE	AIG					NPE	AIG	Additional AIP	Other	Match	
2025	\$300,000	\$592,000	State	ODO 1: Rehabilitate Taxilane and Apron (Design & Construction)		ODAA 95%-5%	\$329,675				\$313,191	\$16,484
			AIP/BIL	ODO 2: Construct New T-Hangar Taxilane (Design & Construction)		FAA 95%-5% & ODAA 95%-5%	\$1,755,000	\$300,000	\$592,000		\$775,250	\$87,750
	Total = \$892,000		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
			State	ODO 5: Rehabilitate PAPIs (Design)		ODAA 95%-5%	\$86,000				\$81,700	\$4,300
			Remaining Funds		2025 Annual Subtotals:	\$7,100,675	\$300,000	\$592,000		\$4,643,641	\$1,565,034	
2026	\$150,000	\$144,000	State	ODO 5: Rehabilitate PAPIs (Construction)		ODAA 95%-5%	\$297,700				\$282,815	\$14,885
			State	ODO 6: Construct Terminal (Design & Construction)		ODAA 50%-50% , ODAA Share NTE \$1,000,000	\$3,825,000				\$1,000,000	\$2,825,000
	Total = \$294,000		State	ODO 7: Construct Terminal Parking Lot (Design)		ODAA 95%-5%	\$100,000				\$95,000	\$5,000
			State	ODO 8: Construct SE Hangar & Apron Phase I (Design)		ODAA PREP 100%-0%	\$400,000				\$400,000	
			State	ODO 9: Construct SE Road & Utilities (Design)		ODAA 95%-5%	\$225,000				\$213,750	\$11,250
	\$150,000	\$144,000	Remaining Funds		2026 Annual Subtotals:	\$4,847,700				\$1,991,565	\$2,856,135	
2027	\$300,000	\$144,000	State	ODO 7: Construct Terminal Parking Lot (Construction)		ODAA 95%-5%	\$827,000				\$785,650	\$41,350
			State	ODO 8a: Construct SE Hangar Phase I (Construction)		ODAA PREP 100%-0%	\$5,690,000				\$5,690,000	
	Total = \$444,000		State	ODO 8b: Construct SE Hangar Apron Phase I (Construction)		ODAA PREP \$410000 @ 100%-0% & \$825,500 @ 95%-5%	\$1,235,500				\$1,194,225	\$41,275
			State	ODO 9: Construct SE Road & Utilities (Construction)		ODAA 95%-5%	\$1,650,000				\$1,567,500	\$82,500
	\$300,000	\$144,000	Remaining Funds		2027 Annual Subtotals:	\$9,402,500				\$9,237,375	\$165,125	
2028	\$450,000	\$144,000	State	ODO 10: Rehabilitate Fuel Farm (Design & Construction)		ODAA 50%-50% , ODAA Share NTE \$500,000 Per Fuel Type	\$1,423,920				\$711,960	\$711,960
	Total = \$594,000											
	\$450,000	\$144,000	Remaining Funds		2028 Annual Subtotals:	\$1,423,920				\$711,960	\$711,960	
2029	\$600,000	\$144,000	AIP/BIL	ODO 11: 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 11: 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 12: 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:						\$35,274,795	\$1,200,000	\$736,000	\$10,206,000	\$17,209,541	\$5,923,254	

Sponsor Name & Title: _____

Date: _____

Drawing Name: I:\AVI\GENAIRPORTS\OKLAHOMA\Shawnee Regional (SNL)\ACIP\FY 2026-2030 ACIP\ODO Sketches\KSNL ODO DRAWINGS-2025-2031_11-8-2024.dwg Dec 11, 2024 - 6:58am



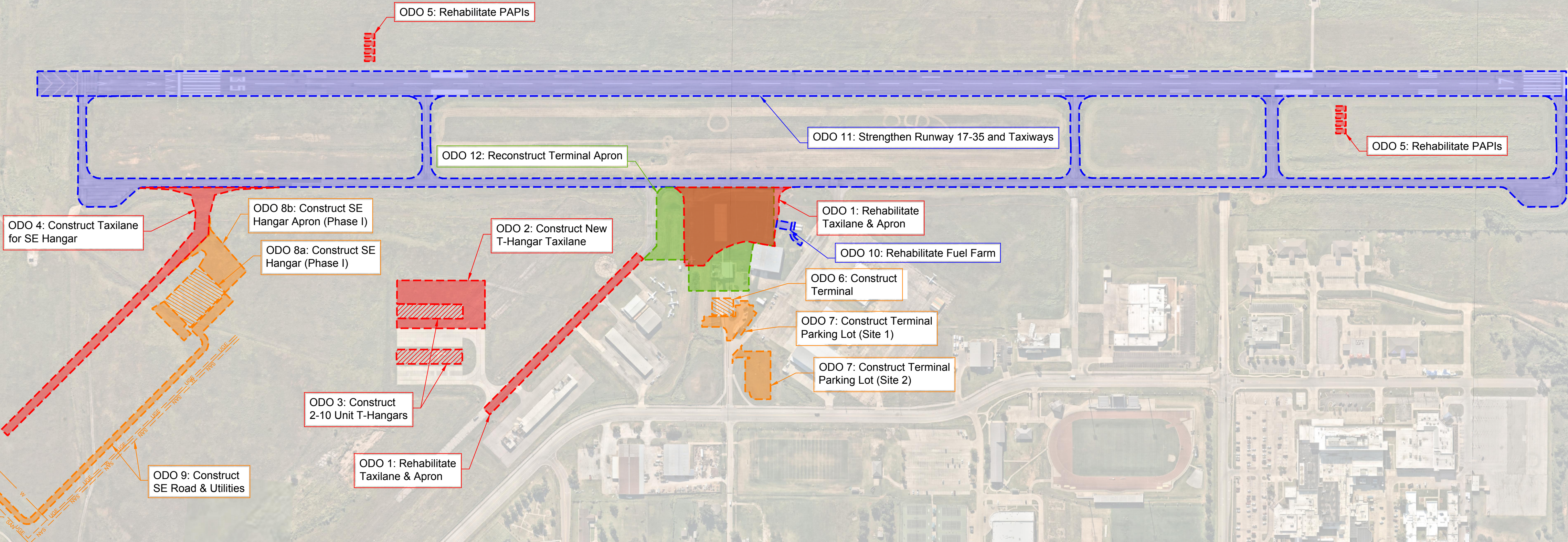
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CITY OF SHAWNEE, OKLAHOMA

SHAWNEE REGIONAL AIRPORT
SHAWNEE, OKLAHOMA

PROJECT NO.	
DRAWN BY	DATE
CHECKED BY	DATE
DESIGNED BY	DATE
REVISIONS	DATE

OVERALL
DEVELOPMENT
OBJECTIVES



CIP Year Color Match

2025	2026 & 2027
2028 & 2030	2031

