

The City of Durant encourages participation from all its citizens. If participation at any public meeting is not possible due to a disability, notification to the City Clerk at least 48 hours prior to the scheduled meeting is encouraged in order to make the necessary accommodations. The City of Durant may waive the 48-hour rule if interpreters for the deaf (signing) or translation services for limited English proficient (LEP) individuals are not the necessary accommodation.

DURANT AIRPORT AUTHORITY

6:00 PM

**Roscoe J. Hatfield
Council Chambers
300 West Evergreen
Durant, Oklahoma**

March 12, 2024

AGENDA

CALL TO ORDER

ROLL CALL

ORDER OF BUSINESS

1. Consent Items

To help streamline meetings and allow the focus to be on other items requiring strategic thought, the "Consent Items" portion of the agenda groups the routine, procedural, and self-explanatory non-controversial items together. These items are voted on in a single motion (one vote). However, any Council member requesting further information on a specific item thus removes it from the "Consent Items" section for individual attention and separate vote.

- a. Consider Approval of Regular Called Meeting Minutes of February 13, 2024

2. Consider Items Removed from Consent

3. Information Items

4. Administration

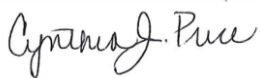
- a. Discussion, Consideration and Possible Action on Approving DUA Air Evac Hangar, Access Road and Utilities Extension KSA Project Number: 101421

5. New Business

ADJOURNMENT

CERTIFICATE

This is to certify that in conformity with the Oklahoma Open Meeting Act, public notice of the date, time and place of this meeting was filed with the City Clerk of Durant on the 14th day of November 2023 and that an agenda of said meeting was posted at the place of such meeting at 9-25 a.m. on the 8th day of March 2024.



Cynthia J. Price, City of Durant



The City of Durant

Memorandum

Date: 3/12/2024
To: Mayor and City Council
From: Cynthia Price, City Clerk
Re: Consider Approval of Regular Called Meeting Minutes of February 13, 2024

Council Information / Action Requested

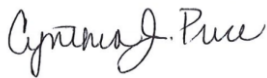
Approval of Regular Called Meeting Minutes of February 13, 2024

City Staff Information / Action Follow-up, if Council authorizes this action:

ATTACHMENTS:

1. Durant Airport Authority Minutes 02132024 cjp

This is to certify that in conformity with the Oklahoma Open Meeting Act, public notice of the date, time and place of this meeting was filed with the City Clerk of Durant on the 14th day of November, 2023 and that an agenda of said meeting was posted at the place of such meeting at 2:55 p.m. on the 8th day of February, 2024.



Cynthia J. Price, City of Durant

**MINUTES OF THE MEETING OF DURANT AIRPORT AUTHORITY
February 13, 2024 AT 6:00 PM
Roscoe J. Hatfield Council Chambers
300 West Evergreen
Durant, Oklahoma**

CALL TO ORDER

Chairman Tucker called the meeting to order at 7:26 p.m.

ROLL CALL

Present:

Trustee Lauran Fuller
Trustee Humphrey Miller
Trustee Danny Sherrer
Vice Chairman Mike Simulescu
Chairman Martin Tucker
City Attorney Tom Marcum
Interim City Manager Rick Rumsey
City Clerk Cynthia J. Price

Absent:

None

ORDER OF BUSINESS

1. Consent Items

To help streamline meetings and allow the focus to be on other items requiring strategic thought, the "Consent Items" portion of the agenda groups the routine, procedural, and self-explanatory non-controversial items together. These items are voted on in a single motion (one vote). However, any Council member requesting further information on a specific item thus removes it from the "Consent Items" section for individual attention and separate vote.

- a. Consider Approval of Regular Called Meeting Minutes of January 9, 2024
- b. Consider Approval of the Airport Gate Card Application Form
- c. Consider Approval of the Airport Gate Card Policy

d. Consider Approval of the Airport's Annual Hangar Inspection

Motion To: Approve Consent Items 1a and b as Presented and Remove Consent Items 1c and 1d for Further Discussion

Motion By: Martin Tucker

Seconded By: Lauran Fuller

Ayes: Fuller, Miller, Sherrer, Simulescu, Tucker

Nays: None

Abstain: None

2. Consider Items Removed from Consent

2(c) - Airport Gate Card Policy (formerly Consent Item 1c)

Motion To: Approve Gate Card Policy

Motion By: Martin Tucker

Seconded By: Humphrey Miller

Ayes: Fuller, Miller, Sherrer, Simulescu, Tucker

Nays: None

Abstain: None

2(d) - Airport 's Annual Hangar Inspection (formerly Consent Item 1d)

Motion To: Approve Annual Hangar Inspection

Motion By: Martin Tucker

Seconded By: Humphrey Miller

Ayes: Fuller, Miller, Sherrer, Simulescu, Tucker

Nays: None

Abstain: None

3. Information Items

4. Administration

5. New Business

There was no new business.

ADJOURNMENT

Motion To: Adjourn Meeting

Motion By: Martin Tucker

Seconded By: Humphrey Miller

Ayes: Fuller, Miller, Sherrer, Simulescu, Tucker

Nays: None

Abstain: None



The City of Durant

Memorandum

Date: 3/12/2024
To: Mayor and City Council
From: Joshua Matekovic, Airport Manager
Re: Discussion, Consideration and Possible Action on Approving DUA Air Evac Hangar, Access Road and Utilities Extension KSA Project Number: 101421.

Council Information / Action Requested

City Staff Information / Action Follow-up, if Council authorizes this action:

ATTACHMENTS:

1. 101421 DUA Air Evac Hangar and Access Road Proposal 20240229

February 29, 2024

Joshua Matekovic
Airport Manager
Durant Regional Airport
10 Waldron Drive
Durant, Oklahoma 74701

via email

Re: DUA Air Evac Hangar, Access Road, & Utilities Extension
KSA Project Number: 101421

Mr. Matekovic,

KSA Engineers, Inc., (KSA) is pleased to present this letter to serve as our proposal to provide professional engineering services to the City of Durant and the Durant Regional Airport. This contract, supplemental to the current General Service Agreement (GSA), will allow the City of Durant and Durant Regional Airport to task KSA with the scope of services described below.

Scope of Services

Durant Regional Airport has an area across from Taxiway A1, stemming from a PCC Taxilane, that is an ideal area for the development of an Air Evac Hangar, but it lacks certain infrastructure, and site improvements are necessary to support hangar development in the area. KSA will provide the following professional services.

- **Item 1 – Access Road and Civil Utilities Extension** – KSA will prepare design documents for an extension of the current Cessna Drive, development of a hangar access road, parking lot and extension of water and sanitary sewer utilities to provide services to the Air Evac Hangar. All utilities are expected to be within 1,000' of the project site, and the sanitary sewer line is expected to be a gravity system not needing a lift station. This work will be assisted by Jividen and Company, P.L.L.C. (Jividen) for Topographic Survey and Midwest Engineering & Testing Corporation (METCO) for Geotechnical Investigations.
- **Item 2 – Air Evac Hangar Design** - KSA will work with Torgerson Design Partners (Torgerson) to prepare design documents for the construction of a new Air Evac Hangar, sidewalk, and site development. This will include Architectural Services, Mechanical Engineering, Electrical Engineering, and Plumbing Design for the Air Evac Hangar.
- **Item 3 – Site Electrical Design** – KSA will prepare design documents for the necessary Air Evac Hangar site electrical, including:
 - Coordination with the electric utility company to extend overhead service to the new hangar.
 - Coordinate installation of pole-mounted transformer(s) and specify underground conduit from the transformer to the hangar utility meter.
 - Calculate the sizes for the utility service disconnect, automatic transfer switch, generator, and associated conduits and cables.
 - Locate the hangar backup generator site and provide an underground conduit plan between the generator and hangar.

A detailed scope of work for KSA, Torgerson Design Partners (Torgerson), and the entire design team is provided as **Attachment A**.

Schedule

We understand that the design and bidding of the project needs to be completed in a timeframe that will allow for the Hangar Construction to be completed within 2025. KSA proposes to perform the project in accordance with the schedule as shown below.

Fieldwork and Processing	6 Weeks from Notice to Proceed
Initial Architectural Layouts and Client Coordination	6 Weeks from Notice to Proceed
Final Design Phase	16 Weeks from Completion of Previous Phases
Bid Phase	Est. 6 Weeks from Completion of Final Design

Compensation

The lump sum fees associated with the proposed professional engineering services are as shown below.

Fieldwork and Processing Phase	\$ 28,451.81
Topographic Survey* (Jividen)	\$ 3,680.00
Geotechnical Investigation* (METCO)	\$ 20,521.81
Initial Architectural Layouts and Client Coordination Phase	\$ 23,028.38
Architectural Services* (Torgerson)	\$ 11,169.38
Final Design Phase	\$ 136,135.00
Architectural Services* (Torgerson)	\$ 59,570.00
Bidding Phase	\$ 12,181.13
Architectural Services* (Torgerson)	\$ 3,723.13
<u>TOTAL</u>	<u>\$ 199,796.31</u>

*Included in above phase and includes a 15% markup to cover additional liability insurance and administration costs.

A manhour breakdown of these values can be seen in **Attachment B**.

Proposal Acceptance

KSA understands that upon completion of the fee negotiation, a contract will be offered that takes the project through the bidding phase of the project. KSA appreciates the opportunity to provide professional services for the City of Durant and the Durant Regional Airport. If you have any questions, please do not hesitate to call.

Sincerely,

KSA



Trevor Self, PE
Senior Project Engineer

Attachments:

Attachment A – Detailed Scope of Services
Attachment B – Man-Hour Fee Breakdown
Attachment C – KSA 2024 Schedule of Hourly Fees – Aviation

ATTACHMENT A: AIR EVAC HANGAR, ACCESS ROAD, & UTILITIES EXTENSION SCOPE OF SERVICES

Professional Service Proposal for the design and bidding services for the Air Evac Hangar, Access Road, & Utilities Extension at Durant Regional Airport, Durant, Oklahoma.

KSA (Engineer) has been requested by the Durant Regional Airport (Owner) to submit a proposal to perform professional services associated with design and bidding of a roadway and utility extensions that intend to provide access to an Air Evac Hangar at the Durant Regional Airport in Durant, Oklahoma along with an Air Evac Hangar building with associated infrastructure (Project). It is assumed the project will be funded utilizing local funds and a grant/loan from the Oklahoma Aeronautics Commission (OAC). The project will include the following:

- A new 20' wide airfield road from Cessna Drive to a new access road and parking lot for the Air Evac Hangar (approx. 710 FT). At a minimum, this road and parking lot will need to be an aggregate base with a chip seal surface course capable of supporting passenger cars and ambulance traffic.
- Utility (water, sewer, electric, and communications) infrastructure to support Air Evac Hangar development and adjacent hangar development areas.
- Air Evac Hangar site development, including sidewalk access from the parking lot to apron (6' to 8' wide) and any necessary storm drainage improvements.
- Air Evac Hangar per Architectural Scope of Services.

Our proposed Scope of Services and Fee is described below based on previous discussions and our general understanding of the project.

I. SCOPE OF SERVICES

A. FIELDWORK AND PROCESSING

Engineer will coordinate with Jividen and perform a topographic survey of the project area to be used for design documents. Survey area will include access road and hangar development area. Survey will be used for the design of infrastructure associated with this proposal.

Engineer will coordinate with METCO and perform a geotechnical engineering investigation to be used for pavement and hangar foundation design. Five (5) bores will be performed throughout the project area and one (1) pavement core will be performed in the existing pavement section. Subsurface material properties will be laboratory tested and findings and recommendations will be provided in a sealed report.

B. INITIAL ARCHITECTURAL LAYOUTS AND CLIENT COORDINATION

A kick-off meeting and site visit between the Airport, Air Evac, and Design Team will be conducted to discuss and confirm project objectives and facility needs. Meeting minutes will be provided by the Engineer.

The Engineer and Architectural Team will prepare preliminary hangar and site layouts for the review and comment of Air Evac and the Airport.

C. FINAL DESIGN

A review meeting between the Airport, Air Evac, and Design Team will be conducted to discuss the Initial Architectural Layouts and confirm the project directive. Meeting minutes will be provided by the Engineer.

Engineer will perform project management and coordination throughout the project.

Prepare 60% construction plans, specification table of contents, and preliminary Opinion of Probable Construction Costs (OPCC). A review meeting will be conducted, and design team will proceed to Final Design. Final Design documents will be provided for review and comment to the Airport, City of Durant, and Air Evac Team.

After the 60% Construction Plan Review, the Design Team will prepare one (1) Construction Safety & Phasing Plan (CSPP) and submit for airspace approval through the FAA OE/AAA portal. Additionally, KSA will prepare one (1) Categorical Exclusion (CATEX) for submission to the FAA.

It is assumed that the Project will be designed as a single set of Construction Documents and will be constructed as one construction projects. Any deviations from this assumption once notice has been given to the Engineer to begin the work of this contract may require a change to the Project scope and additional fees.

a. Engineer/Architect shall:

- i. Review the development process and other information as furnished by the owner along with laws, codes, and regulations applicable to the project.
- ii. Research and identify existing utilities within the project area based on Airport, City, and available records.
- iii. Prepare 60% and final site civil plans, utility design documents, building design documents and specification(s) for the design and construction of the project following applicable local, state, and federal requirements listed in the design requirements. This will include:
 - a. Cover Page
 - b. Summary of Quantities and Sheet Index
 - c. General Project Notes
 - d. Phasing and Site Plan (layouts and alignments)
 - e. Construction Safety and Phasing Plan (CSPP)
 - f. Utility Plans
 - i. Water, sanitary sewer, electric, and communications
 - g. Grading Plan
 - h. Paving Plan
 - i. Drainage Plan
 - j. Phasing Details
 - k. Paving Details
 - l. Site Utility Connections (to within 5' of Building envelope)
 - m. Building Layout and Elevations
 - n. Building Mechanical, Electrical, and Plumbing layout
 - o. Building life safety systems (water suppression system) – performance specification (no design or drawings)
 - p. Building structural design – Structural Engineering is limited to foundations and concrete flat slabs within the building footprint.
 - i. Other structural engineering is assumed to be part of the pre-engineered facility.
 - q. Building finishes

- iv. Prepare Contract Front End Documents
- v. Prepare non-technical specifications.
- vi. Prepare technical specifications for the design and construction of the project.
- vii. Prepare Opinion of Probable Construction Costs (OPCC) at 60% and final design.
- viii. Issue 100% sealed construction plans and technical specifications for bidding.

b. Design Requirements:

Engineer will base the design on the following agency's standards/guidance:

- i. City of Durant
- ii. Air Evac Client Requirements
- iii. AC 150/5370-2G Operational Safety on Airports During Construction
- iv. International Building Code, version codified by the Local Authority Having Jurisdiction (LAHJ)
- v. NFPA 409 and/or as codified by the Local Authority Having Jurisdiction (LAHJ)
- vi. Applicable FAA Advisory Circulars

D. BIDDING SERVICES

a. Engineer shall:

- i. Publish proposal on a web-based platform, and maintain a record of bidders
- ii. Conduct one (1) pre-bid meeting and respond to questions from bidders
- iii. Provide addenda
- iv. Attend bid opening
- v. Prepare one bid tabulation
- vi. Evaluate submitted bids for responsiveness and check references of lowest responsive bidder
- vii. Prepare summary of bid results
- viii. Assist with contract documents as required

b. Owner shall:

- i. Prepare City standard front-end contracts and documents for construction documents
- ii. Publish bid notice as required
- iii. Conduct bid opening
- iv. Coordinate with prospective lowest bidder to compile construction contract documents

E. ADDITIONAL SERVICES

a. Other items not specifically included in this proposal shall be considered additional services and subject to agreement between Owner and Engineer, including but not limited to the following:

- i. Any permitting requirements including but not limited to building permit(s), ODEQ permit(s), or Stormwater Pollution Prevention Plan (SWPPP)
- ii. Site Landscaping
 - a. Omitted due to the FAA's Policy on Wildlife Hazard Mitigation on Airfields.
- iii. Environmental clearance/NEPA coordination
- iv. Subsurface Utility Investigations (SUE)
- v. Design of security requirements
- vi. Placement of advertisements/public notices for obtaining bids/proposals
- vii. Any Construction Administration Services
- viii. Construction Materials Testing

Please Note: This Scope of Services includes Design and Bidding Services. An additional Contract will be required to take the project through Construction and Closeout.

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February 25, 2024

Trevor Self P.E.
KSA Engineers Inc.
140 E. Tyler Street, Suite 600
Longview Texas, 75601
877-572-3647

Re: Facility Renovation & Planning Proposal for:
New Air Evac Hanger/Crew quarters located at the Durant OK airport

Mr. Self,

Thank you for the opportunity to propose architectural services for the new hangar/crew facility. We are excited to propose design services and will ensure that your project is our highest priority. It is our mission to explore your vision and meet your goals for a successful project.

This proposal makes the following assumptions based on the Air Evac model and previous Air Evac project in Ardmore, OK. Within this proposal Torgerson Design Partners, LLC (TDP) (Architect) proposes services to KSA Engineers Inc. (client).

We (TDP) understand and are proposing for an overall design team including architects, interior designers, and engineers required for a full facility planning & design, providing documents for building permits required for The City of Durant Oklahoma/Durant Regional Airport.

Below is our understanding of the scope and services you are requesting:

Scope of Services: Provide Architectural, Structural Engineering, and Mechanical/Plumbing/Electrical (MPE) Engineering Documents for Permitting and Bidding for a new (1) story 3,500 sf Helicopter Hanger (2,000 sf) with Crew Station (1,500 sf). Scope of work limited to the building only, exterior walls in. It is assumed this client will perform any Civil and Landscaping requirements and documents. KSA's electrical scope would be to coordinate with the electric utility to extend overhead service to the new hangar. KSA would coordinate installation of pole-mounted transformer(s) and specify underground conduit from the transformer to the utility meter. KSA would calculate sizes for the utility service disconnect automatic transfer switch, generator, and associated conduits and cables. KSA would locate the potential awarded generator and provide an underground conduit plan between the generator and hangar. TDP electrical engineer will begin at the load side of the automatic transfer switch, designing the loads, conduit, and cable connecting to said switch.

Facility planning & design - Architectural, Structural, and Electrical, Mechanical, and Plumbing Design & Consulting:

Site coordination & Schematic Design

We will explore the new facility requirements, layout, character, and site layout.

- Programing consists of establishing & documenting requirements for the new hangar/crew station including: design objectives, desired rooms or spaces, room sizes, relationships between spaces and flow throughout the facility.
 - We understand preliminary designs are based on the Air Evac model and previous stations such as the one recently built in Ardmore Oklahoma.



- We understand our team will be responsible for design based on the AirEvac layout and design requirements for this hangar/crew station project. See attached exhibit “C” for design intent, we know the overall size may vary slightly for this location. Note, exterior material to be metal panel per Pre-Engineered Metal Building (PEMB) Manufacturer.
- Budgets should be established within this phase to assist the design team in understanding the projects expectations or requirements. The budget should estimate both hard and soft costs. Hard costs are construction related, material, labor, and fees. Soft costs are the non-construction related – consultants, city and bank fees, insurance, etc.
- Project schedule: a few factors contribute to the project scheduler because of the various factors we will continually adjust the project schedule as we proceed through design.
- Building Code analysis: Cities and agencies of jurisdiction who control building codes have different sets of rules and allowances when reviewing new construction sets. These rules may change throughout the project as different individuals having jurisdiction become involved. It is our intention to understand these impacts during schematic design, however changes may also occur with building code interpretation later during other phases.
- Schematic approval will be submitted to you for further approvals within the City or the Air Evac corporation. Once preliminary planning and designs are fully approved our team will move forward with full construction documents and specifications.

Construction Documents

Once schematic design and project budgets are approved by you and your team, our design moves into a phase of high-level detail and technical design documentation. This phase develops a set of instructions to build the project as visioned.

- Architects, Interior Designers, and Engineers will work through the technical aspects of the schematic design, previous phases will be updated full detail.
- Additional documents will also be created and can vary depending on the scope and complexity of the project. A completed construction document set is highly technical and extensive. Our goal during this phase is to select all exterior/interior finishes and fixtures, coordinate all facility systems, and prepare technical documents required for construction and obtaining agency approvals.

Bidding

After a review of potential building budgets based on the updated construction documents by you and our design team our team will facilitate bidding the renovations to various contractors as well as submitting to the local jurisdiction for building permits.

- **Negotiations:** You may choose to select a contractor based on qualifications, capabilities, and reputation. If this is the case, the contractor will send our construction documents to the various subcontractors required for this scope of work. Typically, 90% of the project is competitively bid, once all bids are collected our team can assist you in reviewing, qualifying, and ensuring all scope is scheduled and understood. You can then negotiate the terms of their contracts including fees, insurance, bonds, etc. and review possible guarantee maximum prices.
- **Bidding all scope including management:** If you choose to competitively bid all the scope to various general contractors our team will assist in placing the construction documents on a bidding site where we will administer the bidding phase. Our team will present all the final bid information and assist you and your team with contractor selection.

Construction Administration

After contractors are chosen and all building permits are secured the construction phase begins. During this phase there is a lot of information the contractor and sub-contractors need to process. Our team will act as the owner's agent and provide the following services.

- **Observation services:** We set up regular meetings and a main point of contact for the contractor. We attend these meetings and are on the construction site to observe the work for general conformance with the published construction documents. We also work with the contractor to answer questions and resolve design issues that naturally arise during the construction phase.
- **Review submittals, shop drawings and coordination with fabricators:** There will be many products that will be purchased for the project that will need to be reviewed in detail. Our team will review these for consistency with the design and specification and make additional selections and decisions as needed. We coordinate with fabricators such as cabinetmakers, finish carpenters, tile installers, etc., to assist the building owners with a refinement of minor details during construction.
 - The Architect or one of our agents will physically be on site once per month for various meetings and site observations. During this time, monthly pay applications can be reviewed in the field with the owner and contractor to ensure financial accountability. A field report of the observation will be prepared and distributed to the parties involved.

NOTE: All additional work outside this scope of services outlined here will fall under Additional Services as outlined below.

Client supplied information:

1. Facilitate meetings with the Air Evac representative for initial programing information and schematic design approvals.

Exclusions

1. Civil Engineering: Including but not limited to site design, geo-technical testing or reporting, platting and land surveying work is excluded from this agreement. TDP can add this level of engineering if and when civil engineering is required.
2. Furniture Design & Specifications, however this can be provided as additional services.
3. Special inspections and/or testing required by any alterations or City of Durant permit requirements.
4. All Building, plan review & regulatory permit fees including any utility tap fees.
5. LEED certification design (or similar) and/or commissioning.
6. Exterior Hardscape design or Landscape Irrigation design services.
7. Structural Engineering is limited to foundations and concrete flat slabs within the building footprint. Other structural engineering is assumed to be part of the pre-engineered facility.
8. Construction Observation within this initial proposal is limited to submission and successful completion & receipt of the building permit. Other Construction observation during the construction phase can be additional hourly service or negotiated fee at a later date.

Project Schedule:

We will have staff ready to proceed with this project in March upon Client approval; and anticipate design documents to take approximately 16 weeks from time of notice to proceed. Once our team begins your project, we understand that drawings and information needed to keep the project moving will be required as quickly as possible to expedite the permit and construction process. Once we understand your schedule, we can discuss the milestones required to ensure a successful timeline.

Client Responsibilities:

All required application, permit fees, and inspections shall be paid by the Client. It will be imperative that the Client responds in a timely fashion to all design questions posed by the Architect in order to keep the project on schedule.

Reimbursable Expenses

Reimbursable expenses are an additional expense, billed at direct cost, and include:

- 1) Printing and Plotting Expenses
- 2) Travel: 2024 IRS Mileage Rate or other travel billed at direct costs outside of a 30-mile radius of downtown Ozark Missouri.

Additional Services

Upon request by Client, any additional services requested beyond the base scope of services outlined in this proposal shall be provided according to the following standard hourly rates:

- 1) Architectural Design and Drafting: Hourly rate per attached Exhibit "B"
- 2) Structural Design \$195.00
- 3) ME&P Design \$185.00

Payment Schedule:

Contracted amount invoiced monthly as design scope is completed, ~~both parties agree 20-day net turn around for all invoices submitted that represents completed effort. Any invoices past 20 days may require an additional interest fee at 7% monthly to cover banking costs.~~

Fees for Professional Services:

We propose to provide Professional Services based on the Scope of Services outlined above for a stipulated fee of \$64,750 for Facility planning & Design. ~~A non-refundable initial retainer of \$10,000 is due at time of signing to start design work and will be credited to the stipulated fee at project completion.~~

Professional Services - Hangar & Crew Station - Durant Oklahoma	
Construction & Permit Documents	\$64,750
Torgerson Design Partners (architect)	\$37,750.00
Torgerson Design Partners (Interior Design)	\$4,250.00
M.E.P Engineers	\$15,200.00
Structural Engineers	\$7,550.00
Construction Administration	
Monthly construction observation and cordiantion with contractor - NIC	Hourly or added services
RFI's, Submittals, Coordination, required for permitting only	

Compliance with Applicable Laws Torgerson Design Partners warrants that it has complied and will comply with all Applicable laws, rules and ordinances of the state of Oklahoma, municipality or any other governmental authority or agency in providing services covered by this proposal.

Dispute Resolution: Should a dispute arise concerning our services and this contract, it shall be resolved according to the terms of *The American Institute of Architects* (AIA) document C141-1997.

~~See attachment of Exhibit "A" General Conditions for Professional Services for specific guidelines and further information on Professional Services. These General Conditions for Professional Services are a part of this agreement and are fully incorporated into this agreement.~~

The terms and conditions of this agreement are effective for a period of 90 days from the date of this letter and are subject to renegotiation beyond 90 days.



TORGERSON
DESIGN PARTNERS
ARCHITECTURE / INTERIOR DESIGN / MANAGEMENT

If you are in agreement with the above stated items, please sign, date where indicated below, and return one executed copy along with required retainer. The signing of this agreement will be considered a notice to proceed. Once received, our office will begin as agreed. If you have any concerns, comments, or questions, or wish to direct this scope of services differently, please call me at (417) 581-8889.

Respectfully,

John D. Torgerson, AIA NCARB President for
Torgerson Design Partners, Authorized Signature

Date: February 27, 2024

We are in agreement with the terms of this proposal.
Signature:

Authorized KSA Engineers Inc. Representative

Date: _____

Attachments: Exhibit "A" General Conditions
Exhibit "B" 2024 Professional Rate Schedule
Exhibit "C" Page 1 & 2, Design model and basis of this proposal

Attachment "B"

2023-2024 Schedule of Professional Service Hourly Rates

Senior Principal Architect	\$175.00
Lead Architect Two	\$150.00
Project Designer/Architect One	\$125.00
Interior Designer Two	\$120.00
Interior Designer One	\$110.00
Interior Designer Graduate	\$85.00
Intern Architect Two	\$100.00
Intern Architect One	\$90.00
Technician/Draftsman	\$75.00
Administrative	\$55.00

2022-2023 Schedule of Professional Service Hourly Rates

Structural Engineering and Consulting	\$175
Mechanical, Electrical, Plumbing engineering & Consulting	\$170

2022-2023 Schedule of Professional Service Per Diem Rates – On Site Travel

Lead Architect & Project Manager	\$1,200.00
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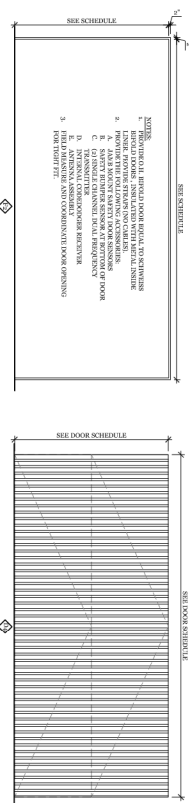
2022-2023 Schedule of Reimbursable Expenses

Reproductions & Printing	
• 8 ½ x 11 Black & White	\$0.25
• 8 ½ x 11 Color	\$0.45
• 11 x 17 Black & White	\$0.45
• 11 x 17 Color	\$0.90
• 12 x 18 Color Premium Paper	\$1.25
• Plots or Scans	\$0.45 per square feet
Correspondence	
• Overnight Mail	Direct Cost
• Postage	Direct Cost
Travel	
• Air Travel	Direct Cost
• Out of Town Meals & Lodging	Direct Cost
• Out of Town Rental Car	Direct Cost
• Out of Town Mileage	I.R.S Rate

EXTERIOR WALL TYPES



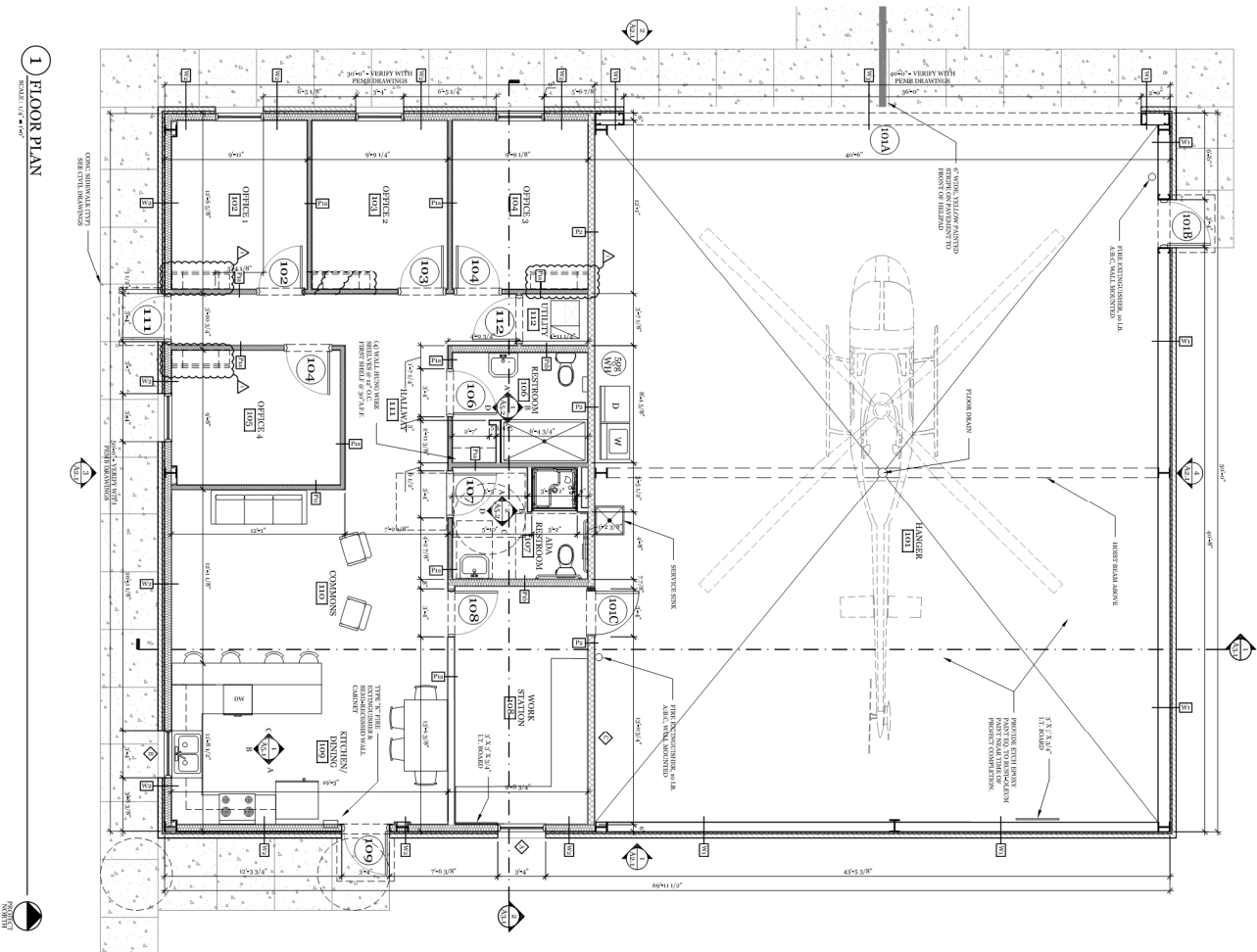
WINDOW, DOOR & FRAME TYPES



ID#	DOOR FRAME									
	DOOR		FRAME		FIRE		HIDR.		NOTES	
	SIZE	THR	TYPR	MATL	TYPR	MATL	RYING			
MOOR	W	FT								
100A	40" x 70"	1"	D4	HM	P2	N/A	N/A	PER SMT #1	1,2,3	
100B	40" x 70"	1"	D4	HM	P2	N/A	N/A	PER SMT #2		
100C	40" x 70"	1"	D4	HM	P2	N/A	N/A	PER SMT #3		
100D	40" x 70"	1"	D4	HM	P2	N/A	N/A	PER SMT #4		
100E	40" x 70"	1"	D4	HM	P2	N/A	N/A	PER SMT #5		
100F	40" x 70"	1"	D4	HM	P2	N/A	N/A	PER SMT #6		
100G	40" x 70"	1"	D4	HM	P2	N/A	N/A	PER SMT #7		
100H	40" x 70"	1"	D4	HM	P2	N/A	N/A	PER SMT #8		
100I	40" x 70"	1"	D4	HM	P2	N/A	N/A	PER SMT #9		
100J	40" x 70"	1"	D4	HM	P2	N/A	N/A	PER SMT #10		
100K	40" x 70"	1"	D4	HM	P2	N/A	N/A	PER SMT #11		
100L	40" x 70"	1"	D4	HM	P2	N/A	N/A	PER SMT #12		
100M	40" x 70"	1"	D4	HM	P2	N/A	N/A	PER SMT #13		
100N	40" x 70"	1"	D4	HM	P2	N/A	N/A	PER SMT #14		
100O	40" x 70"	1"	D4	HM	P2	N/A	N/A	PER SMT #15		
100P	40" x 70"	1"	D4	HM	P2	N/A	N/A	PER SMT #16		
100Q	40" x 70"	1"	D4	HM	P2	N/A	N/A	PER SMT #17		
100R	40" x 70"	1"	D4	HM	P2	N/A	N/A	PER SMT #18		
100S	40" x 70"	1"	D4	HM	P2	N/A	N/A	PER SMT #19		
100T	40" x 70"	1"	D4	HM	P2	N/A	N/A	PER SMT #20		
100U	40" x 70"	1"	D4	HM	P2	N/A	N/A	PER SMT #21		
100V	40" x 70"	1"	D4	HM	P2	N/A	N/A	PER SMT #22		
100W	40" x 70"	1"	D4	HM	P2	N/A	N/A	PER SMT #23		
100X	40" x 70"	1"	D4	HM	P2	N/A	N/A	PER SMT #24		
100Y	40" x 70"	1"	D4	HM	P2	N/A	N/A	PER SMT #25		
100Z	40" x 70"	1"	D4	HM	P2	N/A	N/A	PER SMT #26		
100A1	40" x 70"	1"	D4	HM	P2	N/A	N/A	PER SMT #27		
100A2	40" x 70"	1"	D4	HM	P2	N/A	N/A	PER SMT #28		
100A3	40" x 70"	1"	D4	HM	P2	N/A	N/A	PER SMT #29		
100A4	40" x 70"	1"	D4	HM	P2	N/A	N/A	PER SMT #30		
100A5	40" x 70"	1"	D4	HM	P2	N/A	N/A	PER SMT #31		
100A6	40" x 70"	1"	D4	HM	P2	N/A	N/A	PER SMT #32		
100A7	40" x 70"	1"	D4	HM	P2	N/A	N/A	PER SMT #33		
100A8	40" x 70"	1"	D4	HM	P2	N/A	N/A	PER SMT #34		
100A9	40" x 70"	1"	D4	HM	P2	N/A	N/A	PER SMT #35		
100A10	40" x 70"	1"	D4	HM	P2	N/A	N/A	PER SMT #36		
100A11	40" x 70"	1"	D4	HM	P2	N/A	N/A	PER SMT #37		
100A12	40" x 70"	1"	D4	HM	P2	N/A	N/A	PER SMT #38		
100A13	40" x 70"	1"	D4	HM	P2	N/A	N/A	PER SMT #39		
100A14	40" x 70"	1"	D4	HM	P2	N/A	N/A	PER SMT #40		
100A15	40" x 70"	1"	D4	HM	P2	N/A	N/A	PER SMT #41		
100A16	40" x 70"	1"	D4	HM	P2	N/A	N/A	PER SMT #42		
100A17	40" x 70"	1"	D4	HM	P2	N/A	N/A	PER SMT #43		
100A18	40" x 70"	1"	D4	HM	P2	N/A	N/A	PER SMT #44		
100A19	40" x 70"	1"	D4	HM	P2	N/A	N/A	PER		

HARDWARE SELLS

SER 7.1 EXIT	(1) IF AIRWINGS CYLINDER PUSH/PULL, AIR THRESHOLD, WEATHERING, INSTALL SIGN TO HORIZ. INSTALL EXTING SNOOE.
SER 7.2 OPTIC	(1) IF TWO HORNES, LOCKSTAP FOR WALL STOP AND ADJUSTABLE SIGNMAK IS TO BE OPTD.
SER 7.3 BUSHROCK	(1) IF PLY PLANKS, HINGES, PRIVACY BLINDS, SHUTTERS, WALLSTOP, 3 BUSHROCK VARIOUS.
SER 7.4 MISC. INST.	(1) IF PRI. HINGE, LASSAGE LAYTH, SLIPSPACERS, WALL STOP. ANY ADDITIONAL SIGNMAK IS TO BE OPTD.
SER 7.5 TUCKDOWN	(1) IF AIRWINGS, SLAPTOUR CLOSURE, AIR PUSH/PULL, OR THRESHOLD, WEATHERING, INSTALL EXTING SNOOE.



1 FLOOR PLAN

SCALE: 1/4" = 1'-0"

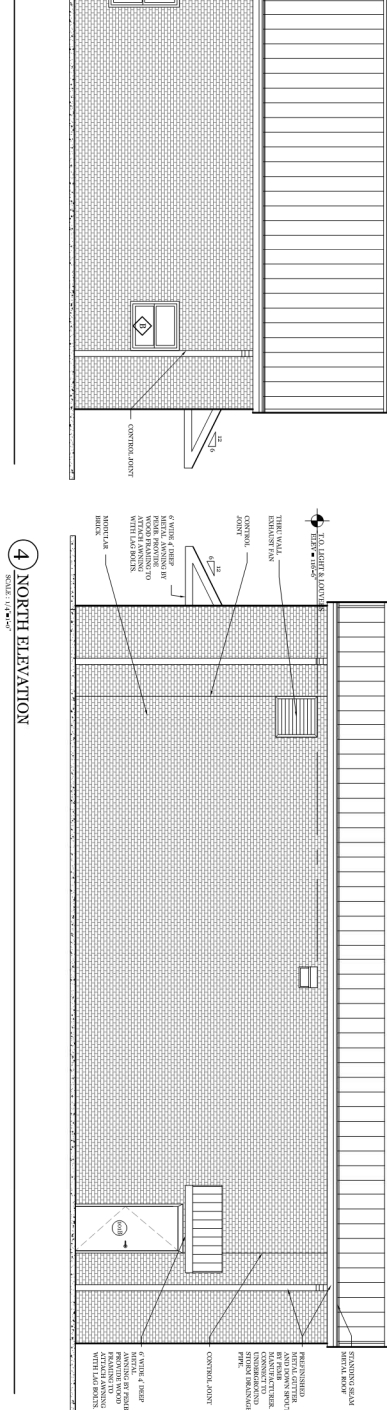
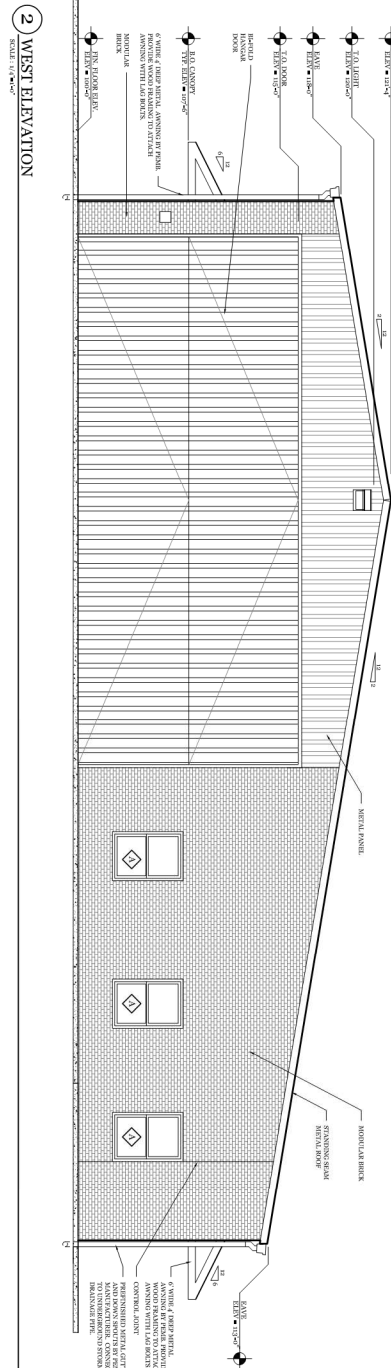
A1.0

FLOOR PLAN

ARCHITECT
116 NORTH 2ND AVENUE * OZARK, MO 65721 * P (417) 581-8889 * F (417) 581-9002

AIR EVAC LIFETEAM BASE LIFETEAM

NOTE: EXTERIOR WALL
MATERIAAL TO BE METAL
PANEL PER PEMB
MANUFACTURER.



Jividen And Company

Tel: (405) 278-7839
Fax: (405) 478-3272

Monday, February 26, 2024

KSA Engineering, Inc.
Trevor Self
8866 Synergy Drive
McKinney, Texas 75070

**Re: Topographical Survey Located at the
Durant Regional Airport,
Durant, Oklahoma
Proposal No. 24-150**

Dear Trevor:

Jividen And Company, P.L.L.C. is pleased to submit this proposal for providing Professional Surveying Services for the above-referenced project located in Durant, Oklahoma.

SCOPE OF SERVICES

- Establish construction Control Points, referenced to an appropriate datum either within the survey limits or very near so that vertical control may be established without running in levels from a remote benchmark. Control Points must be permanent type that will not be removed by construction, i.e., concrete light pole foundations, sign footings, culvert headwalls, top of fire hydrants, etc. A minimum of 2 Control Points is required at opposite ends of the longest side of the surveyed area.
- Perform conventional topographical survey of all existing surface features; locate pavements, pavement striping (include ADA), curbs or curb and gutter of all drives, parking lots, roads. Describe different types of pavements, i.e., asphalt, jointed concrete, or other. Locate all buildings, fences, walls, signs, meter pits, electrical manholes or vaults, traffic signals, sidewalks, landscaped trees, or tree groups measuring 8 inches in diameter or larger at 3-foot above ground. Tie down buildings and other structures to the nearest 1/10 foot. Tie down enough corners of structures that they can be accurately plotted in size and orientation. Provide finished floor elevations of all structures within project limits.
- Manholes, valve boxes, electrical manholes or vaults and all utility poles shall be located with coordinates and identified on the plat. Include top of rim elevation of manholes, flow lines of all entering and exiting piping, size and type of piping, and description of utility, pole, and guy wire locations. If any sanitary or storm lines extend beyond the site boundary, locate the next upstream and downstream structure including top of rim, flow line, etc.
- Give location (if known or readily obtainable in the field) of all water lines, gas lines or other utility lines within the project limits. If no such utilities are evident in the field contact Okie One- Call to determine all underground utilities.
- Furnish all survey information in electronic files ready for use with AUTOCAD Civil 3D 2013 software or newer. Record and present data on separate electronic "layers" and identify layers, e.g., planimetric data, elevation data, contours on client requested intervals, utilities, shot locations and numbers, etc., should be on separate layers.
- The Topographical Survey limits are defined by the email sent from Trevor Self on Thursday, February 22, 2024

ADDITIONAL SCOPE OF SERVICES

- ◆ Survey datum for said project shall be on an appropriate datum in U.S. Survey Feet.
- ◆ Survey shall be executed in accordance with the Current Minimum Standards for the State of Oklahoma, as established by the Oklahoma Board for Professional Land Surveyors.

Member of Oklahoma Society of Land Surveyors
P.O. Box 6651
Edmond, OK 73083

COMPLETION SCHEDULE

We are prepared to begin work on this project after seven (7) working days upon receipt of Notice to Proceed. The completion schedule for the above scope of services is approximately nine (9) working days thereafter.

***Working Days- Monday- Friday excluding holidays and weather-related events such as rain, snow, or ice.**

COMPENSATION

Jividen And Company, PLLC shall be compensated the following Lump Sum Fee for the above Scope of Services:

Topographical Survey \$3,200.00

If additional work is required, including resolving boundary discrepancies, these services will be provided at our standard hourly rates.

The completion schedule is subject to change based on our current workload and the survey fee is valid for 30 calendar days from the date of this proposal.

Survey fee includes all current insurance coverage against accidents and injuries.

Surveys completed by **Jividen And Company, PLLC** are supervised by a licensed surveyor. Surveying is an inexact science and is subject to a certain degree of inaccuracy and opinion. We appreciate the opportunity to submit this proposal and look forward to working with you on this project. If you have any questions or need additional information, please feel free to call me.

Sincerely,

Courtney Ramirez

Notice to Proceed

Signature Date



MIDWEST ENGINEERING & TESTING CORPORATION

February 23, 2024

KSA Engineers, Inc.
1800 Interstate Drive Suite 119
Norman, Oklahoma 73072
Phone: 405-548-1279
Fax:
Attention: Mr. Trevor M. Self, Aviation Senior Project Manager

PROPOSAL FOR GEOTECHNICAL ENGINEERING SERVICES
PROPOSED NEW HANGER & ACCESS ROAD
DURANT REGIONAL AIRPORT
DURANT, OKLAHOMA
PROPOSAL NO: OGP-24052

Dear Mr. Self:

In accordance with your request, we are pleased to submit the following proposal for performance of geotechnical engineering services at the site of the referenced project. The geotechnical engineering services will be conducted to provide information relevant to the design of a cost-effective foundations and general pavement systems for the proposed project In Durant, Oklahoma. This submittal includes a brief description of the project, the scope of work, and Midwest Engineering & Testing Corporation (METCO) proposed approach to this work.

PROJECT INFORMATION

It is understood that the proposed project will consist of a new hanger with associated parking and drives.

It is assumed that maximum column and wall loads will be on the order of less than 50 kips and 0.5 to 2.5 kips per linear foot, respectively. Floor slab loads less than 150 psf are also assumed. No below ground construction is planned to our knowledge. We assume that the cut and fill depths will be limited to less than two feet each to achieve design grades.

Some new access roads and drive lanes are planned. General pavement design recommendations will be based on laboratory tested California Bearing Ratio (CBR) value.

PROPOSED SCOPE OF WORK

The purpose of the geotechnical engineering services will be to evaluate the general subsurface conditions in the area encompassed by the project and from these data develop engineering design parameters for design and construction. The following is a brief description of the proposed field, laboratory and engineering analysis portion of the proposed services.

FIELD INVESTIGATION

As instructed, it is proposed that 5 borings be drilled, 2 borings drilled to approximate depths of 25 feet or auger refusal; whichever is shallower, in the hanger area and 3 borings drilled to approximate depths of 10 feet in the roadway area. Additionally, 1 core will be taken at a specified location.

Within the borings, penetration resistance testing and undisturbed sample collection will be performed in general accordance with the requirements of ASTM Designation D-1586 and/or D-1587. If rock strata are encountered, they will be penetrated using an auger to a depth sufficient to evaluate their composition. Texas Highway Department cone penetrometer will be performed to evaluate the rock bearing capacity. **We assume any underground utilities existing in the proposed project area will be identified and marked by others. METCO will not be responsible directly or indirectly for any damaged utilities.**

It is also understood that personnel will not be required to obtain special passes to enter the AOA Area. Closure markings for the Runway and Taxiway and all necessary NOTAMS will be provided by others.

Water level observations will be made in the borings at completion of drilling operations. These observations will be reported on the boring logs.

LABORATORY INVESTIGATION

Upon completion of the field exploration, laboratory testing will be performed on selected samples to define some of the soil's physical properties and strength characteristics. Physical properties of the soil as well as data necessary for classification by the Unified Soil Classification system will be determined by classification tests. These tests will consist of natural moisture content and liquid and plastic limits. Soluble sulfates, pH, Proctor and CBR tests will be performed on representative samples.

ENGINEERING ANALYSIS

The results of all field and laboratory testing will be evaluated by a geotechnical engineer. A report will be issued which will include the plan of borings, boring logs and test results. The report will also contain the following:

- Materials classification and soil properties of subgrade materials.
- Recommendations for foundation type(s), depth(s), and allowable bearing capacity.
- Recommendations for floor slab support.
- L-Pile design parameters, if requested.
- Recommendations for materials and procedures to reduce severity of shrink-swell potential.
- Subgrade stabilization recommendations.
- General pavement thickness recommendations.
- Discussions of some construction considerations.

ESTIMATED FEE AND PROJECT SCHEDULE

It is proposed to provide the services as outlined for a total fee of **\$17,845.05**. This estimate is based on the assumption that the **work be performed pursuant to the METCO General Conditions**, which are enclosed herewith and incorporated into this proposal. This total fee assumes that the sites are readily accessible to our truck-mounted drilling equipment. Any services required to provide access pathways or mobility assistance to our equipment are not included in this proposal and will be charged at cost plus 25 percent. Any standby time will be charged at \$240.00 per hour.

We propose to initiate work within two to three weeks of project approval. Fieldwork will take approximately two days to complete, depending on weather conditions and access limitations. The written report can be submitted in about four weeks after completion of the field exploration depending on the extent of the laboratory-testing program. Preliminary results may be presented as desired during the course of the study.

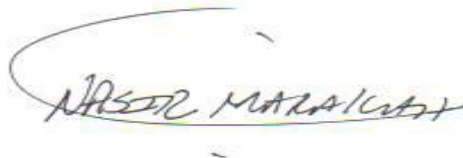
A signed copy of this proposal is needed prior to commencement of work. The attached project information list should be completed so that METCO best serve you.

Our fee covers the work needed to present our findings and recommendations in report form. Not included are reviews of drawings, preparation of construction specifications, special conferences, and any other work requested before or after submittal of our report.

We at METCO appreciate the opportunity to submit this proposal and look forward to working with you on this project. If you have any questions concerning our proposal, please contact our office.

Respectfully submitted,

MIDWEST ENGINEERING & TESTING CORPORATION



Nasir Marakah, P.E.
President

Attachments: Project Information List
General Conditions

AGREED TO THIS _____ DAY OF _____, 2024

BY: _____

PRINTED NAME: _____

TITLE: _____

FIRM: _____

Item	Quantity	Unit Rate	Total
Mob/Demob			1,845.00
Project Coordinator	8	\$ 130.70/hr	1,045.60
Soil Drilling	80	\$20.60/ft	1,648.00
SPT Sampling	31	\$31.50/each	976.50
Grouting	5	\$105/boring	525.00
Technicians	12	\$ 94.75/hr	1,137.00
Concrete Coring Machine	1	\$ 188.00/day	188.00
Core	1	95.00/each	95.00
Transportation Charge	3	\$ 291.00/Trip	873.00
			8,333.10
Laboratory Testing			
Proctor Tests	2	\$ 178.00/each	356.00
Atterberg Limits	18	\$ 92.90/each	1,672.20
Determination (PI, - 200),each			
Gradations	18	\$ 109.50/each	1,971.00
pH & Soluble Sulfates	6	\$ 100.00/each	600.00
CBR	2	\$ 325.00/each	650.00
Moisture Content	25	\$ 20.75/each	518.75
			5,647.95
Engineering			
Field Engineer	8	\$ 126.00/hr	1,008.00
Senior Project Engineer	12	\$ 188.00/hr	2,256.00
Clerical	8	\$ 75.00/hr	600.00
			3,864.00
			\$17,845.05

**Midwest Engineering & Testing Corporation
Services & Fees
January 1, 2024-December 31, 2024**

24-hour Notices are required for a guaranteed spot on the schedule

250 dollars surcharge fee will be applied for same day scheduling

PERSONNEL

Senior Project Engineer, per hour	\$ 188.00
Project Engineer, per hour	\$142.60
Project Coordinator	\$130.70
Field Engineer, per hour.....	\$126.00
Project Manager, per hour	\$124.50
Senior Technician	\$94.75
Technician	\$74.50
Periodic Inspection of Structural Steel (Minimum 4 hrs per trip), per hour	\$129.50
Consulting (Minimum 4 hrs, each time), per hour	\$220.00
Transportation Charge, per mile.....	\$0.94
Administration Fees, per hour	\$75.00
Per Diem, per person, per day	\$225.00

Drilling

Mob/De-mob, per mile (Minimum \$595.00)	\$5.95
Soil Drilling 0-40 feet, per foot	\$ 20.60
Soil Drilling 40-60 feet, per foot	\$23.20
Soil Drilling 60-75 feet, per foot	\$27.60
Soil Drilling 75+, per foot.....	\$29.65
Rock Augering 0-60 feet, per foot.....	\$24.35
Rock Augering 60-75 feet, per foot.....	\$29.50
Rock Augering 75-95 feet, per foot.....	\$33.35
Rock Augering 95+, per foot	\$38.00
Backfilling, per foot.....	\$10.50
Split Spoon or Shelby Tube Sampling 0-40 feet, each	\$31.50
Split Spoon or Shelby Tube Sampling, 40 feet +, each	\$37.45
Texas Cone Test, each	\$31.50

Soils

Moisture/Density relationship of soils (Standard or Modified Proctor), each	\$178.00
Atterberg Limits Determination (PI) & -200 sieve, each	\$ 92.90
Permeability Test, each.....	\$398.00
Sieve Analysis & Hydrometer, each	\$ 109.50
Field Density Tests (3 tests or more), per test (Excluding Technician Time)	\$42.00
Field Density Tests (minimum 2), per test (Excluding Technician Time).....	\$44.00

Concrete

Concrete Compression Test (including hold cylinders), each	\$ 19.50
Concrete Cylinder making, per cylinder (Excluding Technician Time)	\$25.00
Concrete Compression Test 6"X12" (including hold cylinders), each.....	\$ 22.50

Concrete Cylinder making 6"X12", per cylinder	\$31.00
Compressive Strength of Grout, per set of 3 (Excluding Technician Time).....	\$148.00
Compressive Strength of Mortar Cubes, per set of 3 (Excluding Technician Time)	\$158.00
Concrete Coring Machine, per day	\$188.00
Concrete Cores, each	\$95.00
Concrete Beams making, per beam (Excluding Technician Time).....	\$60.00
Concrete Flexural Test (including hold beams), each... ..	\$45.00
Floor Flatness Machine, per day (Excluding Technician Time).. ..	\$325.00
Relative Humidity, per test (Excluding Technician Time).	\$79.00

Asphaltic Concrete Testing

Extraction and Gradation, each.....	\$160.00
Molding Specimens, per set of 3	\$ 105.00
Density of Specimens, per set 3.....	\$ 75.00
Stability, per set of 3	\$ 125.00
Density and Thickness of Asphalt Cores, each	\$ 55.00
Theoretical Specific Gravity.....	\$ 95.00

Testing

Visual Classification, Per sample	\$19.75
Moisture Content, each	\$20.75
Dry Density, each.....	\$78.00
Hand Penetrometer Test, each	\$24.00
Unconfined Compression Test, each	\$89.00
Consolidation Test, each.....	\$950.00
Direct Shear Test, each	\$950.00
Triaxial Test, each.....	\$950.00
Free Swell, each	\$399.00
Laboratory CBR, each.....	\$325.00
Chemical Tests, each.....	Cost+ 25%

Remarks

All hours are portal to portal. Technician rates will be billed at 2-hour minimum.

Overtime is classified as all hours worked over eight (8) hours per day and hours worked after 5:00 p.m. weekdays and any hours worked on **Saturdays; overtime will be invoiced at 1.5 times the standard fee.**

Sundays or holidays will be invoiced at 3.0 times the standard fee.

Project Management to schedule and supervise personnel and evaluate and review reports will be billed at a minimum of 2.5 hours of project manager a month and 0.35 hours of senior project engineer per report issued.

Laboratory testing other than concrete compression test requiring overtime or will be invoiced at applicable test rate plus technician overtime charges.

Laboratory testing other than concrete compression test requiring Sunday or holiday work will be invoiced at applicable test rate plus **3.0 times the standard technician fee.**

Services and fees not listed will be quoted upon request.

A transportation charge of \$0.94 per mile will apply for all fieldwork with a minimum of \$49.00 per trip.

Rush fees will be charged at 1.5 times the standard fee.

**PROJECT INFORMATION LIST
GEOTECHNICAL ENGINEERING SERVICES**

1. Project Name & Location: _____

2. Your Project No.: _____ Your Purchase Order No.: _____
3. Project Manager: _____ Telephone No.: _____
4. Number and Distribution of Reports:
- | | |
|---|---|
| () Copies To: _____

Attn: _____ | () Copies To: _____

Attn: _____ |
| () Copies To: _____

Attn: _____ | () Copies To: _____

Attn: _____ |
5. Invoicing Address: _____

Attn: _____
6. On Site Contact: _____ Telephone No.: _____
7. Special Instructions: _____

STRUCTURE

1. Structure Type: _____ Number of Floors: _____
2. Special Equipment or Installation: _____
3. Column Spacing, Interior _____ Column Spacing, Exterior _____
4. Exterior Column Load: _____ Live: _____ Dead: _____
5. Interior Column Load: _____ Live: _____ Dead: _____
6. Floor Slab Load: _____ Slab on Grade: _____ Basement/Depth: _____
7. Grade Change : _____ How Much: _____
8. Septic Tank: _____ Storm Water Drainage: _____
9. Pavement Type: _____ Traffic Load: _____ Traffic Type: _____
10. Other information: _____

General Conditions

1. Scope Of Work And Parties

Midwest Engineering & Testing Corporation (hereinafter referred to as "METCO") shall include said company, subsidiary, or affiliate performing the agreed on work. Work means the analytical, testing, geotechnical, or other service to be performed by METCO as set forth in METCO's proposal, Client's acceptance thereof and these General Conditions. These General Conditions also apply to any additional work ordered by the client. "Client" is defined as any person or business entity ordering the work to be done by METCO. If Client is ordering the work on behalf of another, Client represents and warrants that it is the duly authorized agent of said party for the purpose of ordering and directing said work. Unless otherwise stated in writing, Client assumes sole responsibility for determining whether the quantity and nature of the work ordered by the Client is adequate and sufficient for Client's intended purpose. Client shall communicate these General Conditions to each and every third party to whom Client transmits any part of METCO's work. METCO shall have no duty or obligation to any third party greater than that set forth in METCO's proposal, Client's acceptance thereof and these General Conditions. The ordering of work from METCO, or the reliance on any METCO's work, shall constitute acceptance of the terms of METCO's proposal and these General Conditions, regardless of the terms of any subsequently issued documents

2. Tests And Inspections

Client shall cause all tests and inspections of the site, materials and work performed by METCO or others to be timely and properly performed in accordance with the plans, specifications and contract documents and METCO's recommendations. No claims for loss, damage or injury shall be brought against METCO by Client or third party unless all tests and inspections have been so performed and unless METCO's recommendations have been followed. Client agrees to indemnify, defend and holds METCO, its officers, employees and agents harmless from any and all claims, suits, losses, costs and expenses, including, but not limited to, court costs and attorneys fees in the event that all such tests and inspections are not so performed or METCO's recommendations are not so followed except to the extent that such failure is the result of the negligence, willful or wanton act or omission of METCO, its officers, agents or employees, subject to the limitation contained in paragraph 9

3. Scheduling Of Work

The services set forth in METCO's proposal and Client's acceptance will be accomplished in a timely and professional manner by METCO personnel at the prices quoted. If METCO is required to delay commencement of the work or if, upon embarking upon its work, METCO is required to stop or interrupt the progress of its work as a result of change in the scope of the work requested by Client, to fulfill the requirements of third parties, interruptions in the progress of construction, or other causes beyond the direct reasonable control of METCO, additional charges will be applicable and payable by Client

4. Responsibility

Determining, supervising or implementing the means, methods, techniques, sequences or procedures of construction shall not be included in METCO's work METCO shall not be responsible for evaluating, reporting or affecting job conditions concerning health, safety or welfare. METCO's work or failure to perform same shall not in any way excuse any contractor, subcontractor or supplier from performance of its work in accordance with the contract documents. METCO has no right or duty to stop the contractor's work

5. Access To Site

Access to the site as it is necessary for METCO to perform the work will be arranged and provided by Client. Reasonable measures and precautions to minimize damage to the site and any improvements located thereon as the result of its work or the use of its equipment will be taken by METCO. The cost of restoration of damage which may occur has not been included in METCO's fees. If Client desires or requires METCO to restore the site to the site former condition, upon written request METCO will perform such additional work as is necessary to do so and Client agrees to pay METCO for the cost

6. Client's Duty To Notify Engineer

Client represents and warrants that it has advised METCO of any known or suspected hazardous materials, utility lines and pollutants at any site at which METCO is to do work hereunder, and unless METCO has assured in writing the responsibility of locating subsurface objects, structures, lines or conduits, Client agrees to defend, indemnify and save METCO harmless from all claims, suits, losses, costs and expenses, including reasonable attorney's fees as a result of personal injury, death or property damage occurring with respect to METCO's performance of its work and resulting to or caused by contact with subsurface or latent objects, structures, lines or conduits where the actual or potential presence and location thereof were not revealed to METCO by Client

7. Sample Disposal

Test specimens or samples will be disposed upon completion of the tests, unless otherwise agreed in writing. All drilling samples or specimens will be kept for 60 days after submission of METCO's report

8. Hazardous Materials

Nothing contained within this agreement shall be constructed or interpreted as requiring METCO to assume the status of an owner, operator, generator, storer, transporter, treater or disposal facility as those terms appear within RCRA or within any Federal or State statute or regulation governing the generation, transportation, treatment, storage, and disposal of pollutants. Client assumes full responsibility for compliance with the provisions of RCRA and any other Federal or State or regulation governing the handling, treatment, storage, and disposal of pollutants

9. Warranty

METCO's services will be performed in accordance with its proposal, Client's acceptance thereof, these General Conditions, and with generally accepted principles and practices. METCO will use that degree of care and skill ordinarily exercised under similar circumstances by members of its profession when performing its professional services. All statements made in METCO reports are opinions based on engineering judgment and are not representations of fact. This warranty is in lieu of all other expressed or implied warranties or representations.

Should METCO or any of its professional employees be found to have been negligent in the performance of its work, or to have made and breached any express or implied warranty, representation or contract, Client, all parties claiming through Client and all parties claiming to have in any way relied upon METCO's work agree that the maximum aggregate amount of the liability of

METCO, its officers, employees and agents shall be limited to \$10,000 or the total amount of the fee paid to METCO for its work performed with respect to the project, whichever is greater. No action or claim, whether in tort, contract, or otherwise, may be brought against METCO, arising from or related to METCO's work, more than one year after the cessation of METCO's work hereunder

10. Indemnity

METCO agrees to indemnify and hold Client harmless from and against any claims, suits, costs and expenses including reasonable attorney's fees and court costs arising out of METCO's negligence to the extent of METCO's negligence, subject to the foregoing limitations. Client shall provide the same protection to the extent of its negligence. If Client or Client's principal shall bring any claim or counterclaim, cause of action, or suit against METCO, the party initiating such action shall pay to METCO all costs and expenses incurred by METCO to investigate, defend and answer it, including attorney's and witnesses fees and court costs to the extent METCO shall prevail in such suit.

11. Termination

Either party may terminate this agreement upon seven days prior written notice. METCO shall be compensated by Client for all services performed up to and including the termination date, including reimbursable expenses and for expenses needed for the completion of such services and records as are necessary to place METCO's files in order and to protect METCO's professional reputation.

12. Payment

Once each month, the Client will be invoiced for work performed during the preceding period. Client agrees to pay each invoice within thirty (30) days of its receipt and agrees to pay interest on all amounts invoiced and not paid or objected to for valid cause in writing within said thirty (30) day period at the rate of fifteen (15) percent per annum until paid. Client will pay all cost of collection of all amounts due and unpaid after sixty (60) days, including court costs and reasonable attorney's fees. METCO shall not be bound by any provision or agreement requiring or providing for arbitration of disputes or controversies arising out of this agreement, any provision wherein METCO waives any rights to a mechanics lien, or any provision conditioning METCO's right to receive payment for its work upon payment to Client by any third party. These General Conditions are notice, where required, that METCO shall file a lien whenever necessary to collect past due amounts. Failure to make payment within 30 days of invoice shall constitute a release of METCO from any and all claims which Client may have, whether in tort, contract or otherwise, and whether known or unknown at the time

13 Employees/Witness Fees

A separate written agreement is required to retain METCO's employees as expert witnesses. Client agrees to pay METCO's legal expenses, administrative costs and fees pursuant to METCO's then current fee schedule for METCO to respond to any subpoena. Client agrees not to hire METCO's employees except through METCO. If Client hires a METCO employee, Client shall pay METCO an amount equal to employee's annual salary, without METCO waiving other remedies it may have.

14. Provisions Severable

The parties have entered into this agreement in good faith, and the terms of these general conditions will be enforced as written. If any of the provisions of these General Conditions should be found to be unenforceable, it should be stricken and the remaining provisions shall be enforceable

15. Entire Agreement

This agreement constitutes the entire understanding of the parties, and there are no representations, warranties, or undertakings made other than as set forth herein. This agreement may be amended, modified or terminated only in writing, signed by each of the parties hereto.

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Attachment B - Man-Hour Calculation

CLIENT: Durant Regional Airport
PROJECT: DUA Air Evac Hangar, Access Road, & Utilities Extension
KSA NO.: 101421
DATE: 2/29/2024



PROJECTED MAN-HOURS

								Mileage & Expenses	Printing & Postage	Outside Services			Phase Totals	
Item No.	Task Description		Principal-In-Charge	Sr. Project Manager	Sr. Project Engineer	Electrical Engineer	Project Assistant			Sr. Design Technician	Survey Jividen	Geotech METCO		Architectural MA+
A. FIELDWORK AND PROCESSING														
	Review Existing Airfield Site Documents				2	2	2							
	Coordination with Airport/City/Air Evac			2	2									
Subtotal														
	Subtotal Projected Man-hours:		0	2	4	2	2	0						
	Hourly Rate:		\$ 300.00	\$ 240.00	\$ 185.00	\$ 195.00	\$ 125.00	\$ 135.00						
	Subtotal Estimated Cost:		\$ -	\$ 480.00	\$ 740.00	\$ 390.00	\$ 250.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,860.00	
Outside Services - Topographic and Design Survey														
	Topographic Survey RFP				1									
	Topographic Survey Proposal Coordination				0.5									
	Topographic Survey Contracting				1									
	Topographic Survey Field/Site Coordination				0.5									
	Owner Coordination for Topographic Survey				1									
	Survey Subconsultant Agreement				1			2						
	Topographic Survey Subconsultant Proposal									\$ 3,200.00				
	KSA Markup (15%)									\$ 480.00				
Subtotal														
	Subtotal Projected Man-hours:		0	0	5	0	0	2						
	Hourly Rate:		\$ 300.00	\$ 240.00	\$ 185.00	\$ 195.00	\$ 125.00	\$ 135.00						
	Subtotal Estimated Cost:		\$ -	\$ -	\$ 925.00	\$ -	\$ -	\$ 270.00	\$ -	\$ -	\$ 3,680.00	\$ -	\$ -	\$ 4,875.00
Outside Services - Geotechnical Services														
	Geotechnical RFP				1									
	Geotechnical Proposal Coordination				0.5									
	Geotechnical Contracting				1									
	Geotechnical Field/Site Coordination				0.5									
	Owner Coordination for Geotechnical Investigation				1									
	Geotechnical Subconsultant Agreement				1			2						
	Geotechnical Investigation Subconsultant Proposal										\$ 17,845.05			
	KSA Markup (15%)										\$ 2,676.76			
Subtotal														
	Subtotal Projected Man-hours:		0	0	5	0	0	2						
	Hourly Rate:		\$ 300.00	\$ 240.00	\$ 185.00	\$ 195.00	\$ 125.00	\$ 135.00						
	Subtotal Estimated Cost:		\$ -	\$ -	\$ 925.00	\$ -	\$ -	\$ 270.00	\$ -	\$ -	\$ -	\$ 20,521.81	\$ -	\$ 21,716.81

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PROJECT: DUA Air Evac Hangar, Access Road, & Utilities Extension
KSA NO.: 101421
DATE: 2/29/2024



PROJECTED MAN-HOURS

										Outside Services				
Item No.	Task Description		Principal-In-Charge	Sr. Project Manager	Sr. Project Engineer	Electrical Engineer	Project Assistant	Sr. Design Technician	Mileage & Expenses	Printing & Postage	Survey Jividen	Geotech METCO	Architectural MA+	Phase Totals
Initial Architectural Layouts and Client Coordination														
	Attend Pre-Design Conference (Via Phone - PM, PE, EE)			2	2	2								
	Project Site Visit by Technical Staff			4					\$ 104.00					
	Project Administration and Coordination		2	2	4									
	Coordinate with Utility Owners				2									
	Architectural Service (15% of Fee Amount)													
	Layout, Design, MEP			2	4	4							\$ 9,712.50	
	KSA Markup (15%)												\$ 1,456.88	
	Base File Work			2	2			4						
	Prepare Preliminary Site Layout													
	Site Civil Layout				4			4						
	Roadway & Parking Layout			2	3			4						
	Preliminary Layout Review			2	2			2						
Subtotal														
Subtotal Projected Man-hours:			2	16	23	6	0	14						
Hourly Rate:			\$ 300.00	\$ 240.00	\$ 185.00	\$ 195.00	\$ 125.00	\$ 135.00						
Subtotal Estimated Cost:			\$ 600.00	\$ 3,840.00	\$ 4,255.00	\$ 1,170.00	\$ -	\$ 1,890.00	\$ 104.00	\$ -	\$ -	\$ -	\$ 11,169.38	\$ 23,028.38
Final Design Services														
	Project Administration and Coordination		2	6	8	4								
	Coordinate with Utility Owners			2	4	4								
	Project Layout Review Meeting (Via Phone)			3	3		2							
	Architectural Service (80% of Fee Amount)													
	Layout, Design, MEP			2	4	4							\$ 51,800.00	
	KSA Markup (15%)												\$ 7,770.00	
	Pavement Design (Roadway, Parking and Sidewalk)				3									
	Base File Updates				2			2						
	Prepare 60% Preliminary Plans													
	Cover Sheet				1			1						
	General Notes				2			2						
	CSPP with Notes & Schedule				4			2						
	Site Civil with Survey Control													
	Grading & Drainage Layouts			2	6			8						
	Roadway & Parking Layout			2	6			8						
	Utilities													
	Water Lines - Domestic and Fire				8			12						
	Sewer Main Extension/Connection				8			12						
	Electrical / Communications Utilities				4	8		24						
	Paving (Roadway, Parking and Sidewalk)			2	6			6						
	Details				6			10						
	60% Preliminary Plan Review (Via Phone)			3	3		2							

Attachment B - Man-Hour Calculation

CLIENT: Durant Regional Airport
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KSA NO.: 101421
DATE: 2/29/2024



PROJECTED MAN-HOURS

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Attachment B - Man-Hour Calculation

CLIENT: Durant Regional Airport
PROJECT: DUA Air Evac Hangar, Access Road, & Utilities Extension
KSA NO.: 101421
DATE: 2/29/2024



PROJECTED MAN-HOURS

								Mileage & Expenses	Printing & Postage	Outside Services			Phase Totals	
Item No.	Task Description		Principal-In-Charge	Sr. Project Manager	Sr. Project Engineer	Electrical Engineer	Project Assistant			Sr. Design Technician	Survey Jividen	Geotech METCO		Architectural MA+
Bidding Phase Services														
	Online Planroom Maintenance				2		4							
	Conduct Pre-Bid Conference & Minutes			4	2				\$ 104.00					
	Prepare Addendum (1 Estimated)			2	6			4						
	Attend Bid Opening			4					\$ 104.00					
	Prepare Bid Tabulation			1	2		4							
	Evaluate Submitted Bid Proposals & References			1	2									
	Prepare Award Recommendation				2		2							
	Coordinate with Low Bidder for Const. Contract Docs				2		2							
	Architectural Bidding Service (5% of Fee Amount)											\$ 3,237.50		
	KSA Markup (15%)											\$ 485.63		
Subtotal														
Subtotal Projected Man-hours:			0	12	18	0	12	4						
Hourly Rate:			\$ 300.00	\$ 240.00	\$ 185.00	\$ 195.00	\$ 125.00	\$ 135.00						
Subtotal Estimated Cost:			\$ -	\$ 2,880.00	\$ 3,330.00	\$ -	\$ 1,500.00	\$ 540.00	\$ 208.00	\$ -	\$ -	\$ -	\$ 3,723.13	\$ 12,181.13
Total Project														
Total Projected Man-hours:			8	70	218	58	26	198						
Hourly Rate:			\$ 300.00	\$ 240.00	\$ 185.00	\$ 195.00	\$ 125.00	\$ 135.00						
Total Estimated Cost:			\$ 2,400.00	\$ 16,800.00	\$ 40,330.00	\$ 11,310.00	\$ 3,250.00	\$ 26,730.00	\$ 312.00	\$ -	\$ 3,680.00	\$ 20,521.81	\$ 74,462.50	\$ 199,796.31



2024 SCHEDULE OF HOURLY FEES - Aviation

Principal	\$300.00/hour
Senior Aviation Planner	\$225.00/hour
Aviation Planner	\$185.00/hour
Electrical Engineer	\$195.00/hour
Electrical Design Engineer	\$160.00/hour
Senior Project Manager	\$240.00/hour
Project Manager	\$195.00/hour
Senior Project Engineer	\$185.00/hour
Project Engineer	\$160.00/hour
Senior Design Engineer	\$155.00/hour
Design Engineer	\$130.00/hour
Senior Project Architect	\$240.00/hour
Project Architect	\$145.00/hour
Design Architect	\$105.00/hour
Senior Engineering Technician	\$210.00/hour
Engineering Technician	\$115.00/hour
Senior Design Technician	\$135.00/hour
Design Technician	\$ 95.00/hour
Project Assistant	\$125.00/hour
Senior CAD Technician	\$100.00/hour
CAD Technician	\$ 90.00/hour
Senior Project Representative	\$120.00/hour
Project Representative	\$105.00/hour
Graphic Designer	\$ 80.00/hour
Grant Administrator	\$135.00/hour
Administrative Assistant	\$ 95.00/hour
Secretary	\$ 60.00/hour
Three-Man Survey Crew	\$210.00/hour
Two-Man Survey Crew	\$180.00/hour
Senior Registered Surveyor	\$180.00/hour
Registered Surveyor	\$155.00/hour
Senior Survey Technician	\$120.00/hour
Survey Technician	\$100.00/hour
Mileage	\$ 0.66/mile
ATV (4-Wheeler)	\$100.00/day
GPS	\$100.00/day

Reimbursable Expenses (Travel, Lodging, Copies, Printing)	Actual Cost
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Outside Consultants	Cost + 15%
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NOTE: The Standard Hourly Rates and Reimbursable Expenses Schedule shall be adjusted annually to reflect equitable changes in the compensation payable to Engineer.

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