

OPERATIONAL AUDIT

**OKLAHOMA AERONAUTICS COMMISSION
CITY OF ADA – PROJECT NUMBER ADH-07-FS
TAXIWAY REPAIR AND REALIGNMENT**

For the Period Ending June 14, 2007 through August 14, 2013



Oklahoma State
Auditor & Inspector
Gary A. Jones, CPA, CFE

**Audit Report of the
Oklahoma Aeronautics Commission
City of Ada - Project Number ADH-07-FS
Taxiway Repair and Realignment**

**For the Period
June 14, 2007 through August 14, 2013**



Oklahoma State Auditor & Inspector

2300 N. Lincoln Blvd. • State Capitol, Room 100 • Oklahoma City, OK 73105 • Phone: 405.521.3495 • Fax: 405.521.3426

October 8, 2013

TO THE OKLAHOMA AERONAUTICS COMMISSION

At management's request, we have conducted an audit of the Oklahoma Aeronautics Commission (Commission) – City of Ada (state project number ADH-07-FS) for the period June 14, 2007 through August 14, 2013. The objective of the audit was to determine whether expenditures paid to the City of Ada were in accordance with *Exhibit B-1 – Program Narrative* and *Exhibit B-2 – Project Costs* of the airport construction agreement.

According to Exhibit B-1 and Exhibit B-2, the project was to provide taxiway rehabilitation and realignment. The project was budgeted at \$3,458,309. The Commission's share of the budget was \$86,420.22, the City of Ada's share was \$87,920.23, and the Federal Aviation Administration's (FAA) share was \$3,283,968.55.

We conducted this performance audit in accordance with generally accepted government auditing standards. Those standards require that we plan and perform the audit to obtain sufficient, appropriate evidence to provide a reasonable basis for our findings and conclusions based on our audit objectives. We believe that the evidence obtained provides a reasonable basis for our findings and conclusions based on our audit objective.

Our audit procedures included inquiries of appropriate Commission personnel, the project engineer, the Ada Finance Director, and the airport manager; inspection of all invoices and supporting documentation related to project reimbursements; and a physical inspection of the completed project conducted on September 18, 2013. **These procedures indicated that costs paid to the City of Ada by the Commission appeared to be in accordance with the *Program Narrative* and the *Project Costs*.**

This report is a public document pursuant to the Oklahoma Open Records Act (51 O.S. § 24A.1 et seq.), and shall be open to any person for inspection and copying.

Sincerely,

A handwritten signature in blue ink, appearing to read "Gary A. Jones".

GARY A. JONES, CPA, CFE
OKLAHOMA STATE AUDITOR & INSPECTOR

APPENDIX

**Oklahoma Aeronautics Commission
Operational Audit
Appendix- Project Costs (unaudited) and
Close Out Documentation**

The following information has been presented at the request of management. Therefore, we did not verify the data presented in the following schedules.

Category	Budget	Change Order*	Adjusted Budget	Actual	Variance**
Construction	\$ 3,003,808.65	\$ 67,146.71	\$ 3,070,955.36	\$ 3,006,738.54	\$ 64,216.82
Engineering	179,400.00		179,400.00	279,450.00	(100,050.00)
Advertising	9,600.00		9,600.00	19,200.00	(9,600.00)
Testing	45,000.00		45,000.00	92,769.18	(47,769.18)
Construction Admin	38,400.00		38,400.00	64,797.00	(26,397.00)
Inspection	141,000.00		141,000.00	323,070.89	(182,070.89)
Survey/Airport Admin for FAA	39,600.00		39,600.00	51,434.10	(11,834.10)
Third Party Insurance (Ineligible)	1,500.00		1,500.00	1,500.00	-
Project Cost	\$ 3,458,308.65		\$ 3,525,455.36	\$ 3,838,959.71	\$ (313,504.35)

	Budget Amount	Budget Amount Including Change Orders	Actual	Variance**
City's Share (2.75%)	\$ 87,920.23	\$ 87,920.23	\$ 105,527.95	(17,607.72)
Commission's Share (2.25%)	86,420.22	86,420.22	86,420.22	-
FAA's Share (95.00%)	3,283,968.55	3,351,115.26	3,647,011.54	(295,896.28)
	\$ 3,458,309.00	\$ 3,525,455.71	\$ 3,838,959.71	\$ (313,504.00)

*Since the change order amount is reflected in the adjusted budget amount, the construction variance on this schedule differs from the construction variance presented on page A-2 (\$67,146.71 – \$2,929.89 = \$64,216.82).

**The difference between the *total* amounts in the variance column is due to rounding.

**Oklahoma Aeronautics Commission
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Line NO.	Item NO.	Description	Bid Unit	Bid Quantity	Unit Price Bid	Bid Amount	Actual Quantity	Actual Cost	Quantity Variance	Cost Variance
1	P-152	Unclassified Excavation	C.Y.	87,210.00	\$ 6.50	\$ 566,865.00	88,402.00	\$ 574,613.00	-1192.00	\$ (7,748.00)
2	P-209	Crushed Aggregate Base Course (4")	S.Y.	11,330.00	10.00	113,300.00	11330.00	113,300.00	0.00	-
3	P-501	PCC pavement (9")	S.Y.	13,903.00	40.00	556,120.00	13902.99	556,119.60	0.01	0.40
4	P-602	Bituminous Prime Coat	Gal	16,488.00	1.93	31,821.84	0.00	-	16488.00	31,821.84
5	D-701	Reinforced Concrete Pipe (18")	L.F.	690.00	65.00	44,850.00	1055.00	68,575.00	-365.00	(23,725.00)
6	D-701	Reinforced Concrete Pipe (24")	L.F.	100.00	80.00	8,000.00	102.00	8,160.00	-2.00	(160.00)
7	D-701	Reinforced Concrete Arch Pipe (24")	L.F.	236.00	115.00	27,140.00	242.00	27,830.00	-6.00	(690.00)
8	D-701	HDPE Corrugated Pipe (8")	L.F.	124.00	15.00	1,860.00	127.00	1,905.00	-3.00	(45.00)
9	D-701	End Section, 24" RCAP	Ea	3.00	2,000.00	6,000.00	3.00	6,000.00	0.00	-
10	D-701	End Section, 18"	Ea	3.00	1,000.00	3,000.00	9.00	9,000.00	-6.00	(6,000.00)
11	D-701	Paved Ditch	L.F.	8.00	500.00	4,000.00	8.00	4,000.00	0.00	-
12	D-751	Median Drain	Ea	3.00	4,000.00	12,000.00	3.00	12,000.00	0.00	-
13	D-751	Junction Box	Ea	2.00	3,500.00	7,000.00	4.00	14,000.00	-2.00	(7,000.00)
14	D-751	Lower Inlet	Ea	7.00	2,225.00	15,575.00	2.00	4,450.00	5.00	11,125.00
15	F-162	Chain Link fence, 4'	L.F.	224.00	19.15	4,289.60	220.00	4,213.00	4.00	76.60
16	F-162	Walkway gate	Ea	3.00	385.00	1,155.00	3.00	1,155.00	0.00	-
17	T-901	Seeding	Acre	24.00	1,320.00	31,680.00	24.93	32,907.60	-0.93	(1,227.60)
18	T-904	Sodding	S.Y.	2,120.00	2.75	5,830.00	1718.87	4,726.89	401.13	1,103.11
19	T-905	Topsiiling, on site	C.Y.	5,100.00	10.00	5,000.00	8733.00	87,330.00	-8233.00	(82,330.00)
20	T-908	Mulching	Acre	24.00	770.00	18,480.00	0.00	-	24.00	18,480.00
21	SP-1	Electrical Work, Installed	L.S.	1.00	27,995.00	27,995.00	1.00	27,995.00	0.00	-
22	SP-2	Temporary Silt Fence	L.F.	2,650.00	3.30	8,745.00	2612.00	8,619.60	38.00	125.40
23	SP-2	Temporary Inlet Protection	Ea	11.00	310.11	3,411.21	6.00	1,860.66	5.00	1,550.55
24	SP-2	Construction Exit	Ea	1.00	3,500.00	3,500.00	1.00	3,500.00	0.00	-
25	SP-3	Pavement Removal, 4" Asphalt	S.Y.	34,425.00	1.93	66,440.25	36003.68	69,487.10	-1578.68	(3,046.85)
26	SP-3	Pavement Removal, 6" PCC	S.Y.	3,475.00	11.00	38,225.00	3731.19	41,043.09	-256.19	(2,818.09)
27	SP-3	Pavement Removal, 12" Asphalt and Base	S.Y.	168.00	20.00	3,360.00	0.00	-	168.00	3,360.00
28	SP-3	RCP Removal, 18"	L.F.	508.00	20.00	10,160.00	484.00	9,680.00	24.00	480.00
29	SP-3	Inlet Removal	Ea	1.00	500.00	500.00	1.00	500.00	0.00	-
30	SP-3	Fence Removal, Chain Link	L.F.	310.00	7.00	2,170.00	215.00	1,505.00	95.00	665.00
31	SP-4	Site Preparation	L.S.	1.00	150,000.00	150,000.00	1.00	150,000.00	0.00	-
32	SP-5	Underground Fuel Lines	L.F.	240.00	268.66	64,478.40	49.00	13,164.34	191.00	51,314.06
33	SP-5	Fuel Line Sump	Ea	2.00	5,758.50	11,517.00	0.00	-	2.00	11,517.00
34	SP-5	Fuel Line Leak Detection	Ea	2.00	5,610.00	11,220.00	0.00	-	2.00	11,220.00
35	L-107	Existing Wind Cone Removal	Ea	1.00	385.00	385.00	1.00	385.00	0.00	-
36	L-107-5.2	L-807, 12-Foot Wind Cone Installed in Place	Ea	1.00	16,775.00	16,775.00	1.00	16,775.00	0.00	-
37	L-108-5.1	Trenching for Direct-Buried Cable	L.F.	65.00	3.19	207.35	491.00	1,566.29	-426.00	(1,358.94)
38	L-108-5.2	No. 8 AWG, 5KV, L-824C Cable, Installed in Trench	L.F.	3,180.00	2.09	6,646.20	2810.00	5,872.90	370.00	773.30
39	L-108-5.3	No. 6 AWG Solid, Bare Counterpoise Wire, Installed	L.F.	2,615.00	3.30	8,629.50	2047.00	6,755.10	568.00	1,874.40
40	L-108-5.4	No. 6 AWG Stranded, Insulated Equipment Ground	L.F.	975.00	1.54	1,501.50	445.00	685.30	530.00	816.20
41	L-109-5.1	Electrical Vault Modifications	L.S.	1.00	632.50	632.50	1.00	632.50	0.00	-
42	L-110-5.1	Electrical Duct Bank, Concrete Encased 1-Way 2"C	L.F.	175.00	16.50	2,887.50	163.00	2,689.50	12.00	198.00
43	L-110-5.2	Electrical Duct Bank, Concrete Encased 1-Way 4"C	L.F.	305.00	31.90	9,729.50	415.00	13,238.50	-110.00	(3,509.00)
44	L-110-5.3	Electrical Duct Bank, Concrete Encased 2-Way 4"C	L.F.	85.00	43.45	3,693.25	116.00	5,040.20	-31.00	(1,346.95)
45	L-110-5.4	Electrical Duct Bank, Concrete Encased 4-Way 4"C	L.F.	220.00	72.05	15,851.00	200.00	14,410.00	20.00	1,441.00
46	L-110-5.5	Electrical Conduit 1-Way 2"C	L.F.	1,730.00	6.05	10,466.50	1327.00	8,028.35	403.00	2,438.15
47	L-110-5.6	Electrical Conduit 4-Way 4"C	L.F.	150.00	42.35	6,352.50	150.00	6,352.50	0.00	-
48	L-115-5.1	Existing Concrete Encased, Electrical Junction Struct.	Ea	1.00	275.00	275.00	2.00	550.00	-1.00	(275.00)
49	L-115-5.2	Concrete Encased, Electrical Junction Struct. L-867	Ea	8.00	1,012.00	8,096.00	3.00	3,036.00	5.00	5,060.00
50	L-115-5.3	Precast Concrete Electrical Handhole, Interior Dimen.	Ea	3.00	2,860.00	8,580.00	3.00	8,580.00	0.00	-
51	L-125-5.1	Existing Elevated Taxiway Retroreflector, Removed	Ea	27.00	50.60	1,366.20	27.00	1,366.20	0.00	-
52	L-125-5.2	Existing Stake Mounted Edge Light, Removed	Ea	4.00	51.70	206.80	4.00	206.80	0.00	-
53	L-125-5.3	Existing Stake Mounted Guidance Sign, Removed	Ea	15.00	56.10	841.50	15.00	841.50	0.00	-
54	L-125-5.4	Existing Windtee, Relocated	Ea	1.00	2,970.00	2,970.00	1.00	2,970.00	0.00	-
55	L-125-5.5	L-861 Stake Mounted Edge Lighting, Installed	Ea	3.00	484.00	1,452.00	3.00	1,452.00	0.00	-
56	L-125-5.7	L-861 Stake Mounted Edge Lighting, Relensed	Ea	1.00	143.00	143.00	1.00	143.00	0.00	-
57	L-125-5.8	Temporary Airfield Lighting	L.S.	1.00	3,850.00	3,850.00	1.00	3,850.00	0.00	-
58	SC-04	Third party Insurance	L.S.	1.00	1,500.00	1,500.00	1.00	1,500.00	0.00	-
Subtotal for Base Bid						\$ 1,978,726.10		\$ 1,964,566.52		\$ 14,159.58
58	P-209	Crushed Aggregate Base Course 4"	S.Y.	21645	\$ 10.00	\$ 216,450.00	29798.82	\$ 297,988.20	-8153.82	\$ (81,538.20)
59	P-501	PCC Pavement, 9"	S.Y.	19831	40.00	793,240.00	17793.39	711,735.60	2037.61	81,504.40
60	P-620	Runway & Taxiway Painting	S.F.	20855	0.81	16,892.55	13097.51	10,608.98	7757.49	6,283.57
Subtotal for Alternate B						\$ 1,026,582.55		\$ 1,020,332.78		\$ 6,249.77
C.O.1-a		Relocate Papi Circuit to approach end Runway 17	L.S.	0.00	\$ 9,548.10	\$ -	1.00	\$ 9,548.10	-1.00	\$ (9,548.10)
C.O.1-b		Paving Joint Detail Changes	L.S.	0.00	5,541.13	-	1.00	5,541.13	-1.00	(5,541.13)
C.O.1-c		Remove existing Runway 31 markings using P-631	S.Y.	0.00	16.50	-	500.00	8,250.00	-500.00	(8,250.00)
Subtotal for Change Order Additions						\$ -		\$ 23,339.23		\$ (23,339.23)
TOTAL FOR BASE AND ALTERNATE BID AND CHANGE ORDER						\$ 3,005,308.65		\$ 3,008,238.54		\$ (2,929.89)
ELIGIBLE COSTS FOR OAC REIMBURSEMENT						\$ 3,003,808.65		\$ 3,006,738.54		\$ (2,929.89)

Oklahoma Aeronautics Commission
Operational Audit
Appendix- Project Costs (unaudited) and
Close Out Documentation

NOTICE OF FINAL INSPECTION

Date: 10/27/2009

Project Number: AIP 3-40-001-010-2008

Airport: Ada Municipal Airport

TO: Oklahoma Aeronautics Commission
120 N. Robinson, Suite 1244 W
Oklahoma City OK 73102
(405) 604-6900 – phone
(405) 604-6919 – fax

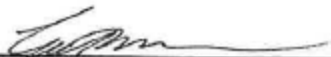
FROM: Curtis Brown P.E., Project Manager
Project Engineer, Mayor, City Manager
1016 24th Avenue NW
Address
Norman, OK 73069
City/Town and Zip Code
405.329.2555
Area Code and Phone Number

This is to advise you that the above referenced project is complete and ready for final

inspection. The final inspection is scheduled to begin at 9:00 am
(Time)

on October 27, 2009 at Ada Municipal Airport
(Date) (Location)

Prior to making this request, I have carefully gone over this project and have found there to be no known plan omissions and that the work is complete and in reasonably close conformity with approved plans and specifications.


Signature of above named person

Project Manager
Title of above named person

**Oklahoma Aeronautics Commission
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Appendix- Project Costs (unaudited) and
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FINAL INSPECTION REPORT

Date: 10/27/2009 Project No: AIP 3-40-001-010-2008 Airport: Ada Municipal Airport

TO: Oklahoma Aeronautics Commission
120 N. Robinson, Suite 1244 W
Oklahoma City OK 73102
(405) 604-6900 – phone
(405) 604-6919 – fax

FROM: Curtis Brown P.E.
Project Engineer

1016 24th Avenue NW
Address

Norman, OK 73069
City/Town and Zip Code

405.329.2555
Area Code and Phone Number

Final inspection on the above project was made by Curtis Brown P.E., Project Manager.
(Project Engineer)

on October 27, 2009 at Ada Municipal Airport.
(Date) (Location)

Personnel attending inspection:

<u>name-title-organization</u>
Vivek Khanna, Oklahoma Aeronautics Commission
Aaron Bouse, Oklahoma Aeronautics Commission
Roger Keys, TTK
Dick Hunnicutt, Libra Electric
Phillip Thomson, Libra Electric
Randy Marsee, Garver
Curtis Brown, Garver
Terry Hall, Ada Airport Manager

Oklahoma Aeronautics Commission
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The project was found acceptable with the following exceptions:

See Preliminary Punchlist Letter in Appendix D.



Signature of above named person

Project Manager

Title of above named person

**Oklahoma Aeronautics Commission
Operational Audit
Appendix- Project Costs (unaudited) and
Close Out Documentation**



1016 24th Avenue NW
Norman, OK 73069

TEL 405.329.2555
FAX 405.329.3555

www.GarverUSA.com

October 27, 2009(Updated)

Re: Ada Airport
Realignment of the Parallel Taxiway to Runway 17/35 Phase Two
Preliminary Punch List Letter

On September 1, 2009 at 9:00A.M. – 11:00A.M. a Pre-Final Inspection visit was made at the Ada Airport during that time this Preliminary Punch List was generated.

In attendance were:

Vivek Khanna, Oklahoma Aeronautics Commission
Aaron Bouse, Oklahoma Aeronautics Commission
Roger Keys, TTK
Dick Hunnicutt, Libra Electric
Phillip Thomson, Libra Electric
Randy Marsee, Garver
Curtis Brown, Garver
Terry Hall, Ada Airport Manager

This list is not intended to be a final punch list nor is it intended to be an acceptance of the above mentioned project. Please coordinate and complete the following as soon as possible as the end of contract time is quickly approaching:

- ~~Install all taxiway and runway L.E.D. Signs.~~
- Complete the installation and provide O&M Manuals for the new electrical vault.
- Remove existing electrical vault once the new vault is in operation
- ~~Remove temporary inlet protection at Terminal Building fence next to apron.~~
- ~~On the North side of the apron repair the reflective post (new epoxy).~~
- ~~Re-install all top rail and barbed wire at the North Construction entrance.~~
- ~~Remove all electrical equipment and debris from North Construction Entrance.~~
- ~~Re-grade hill and place sod just north of the AWAS System.~~
- ~~Place sod around inlet just East of AWAS System.~~
- Install all numbered tags on all L.E.D Taxiway lighting, also provide a redline drawing which identifies all numbers.
- ~~Re-grade infield area at Taxiway Echo, place sod.~~
- ~~Remove partial concrete form from sign footing at Taxiway Delta.~~
- ~~Remove orange cones at hold bar on Taxiway Bravo.~~
- ~~Remove partial concrete form from sign footing at Taxiway Bravo.~~

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Mr. David Vaughn
Date 9-10-9
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- Raise and level electrical can on Taxiway A-1 South side, place concrete around can.
- Remove safety fence and rebar posts around Sanitary Manhole South of Taxiway A-1 (far west side of field).
- Re-grade and dress up all electrical ditch lines at rails and threshold lighting areas on Runway 35.(pending verification)
- Raise stake mounted light on the threshold west of Runway 35. .(pending verification)
- Remove saw slurry on Taxiway A from Runway 13/31 to Runway 17.
- Remove Spilled Curing Compound on Taxiway A from Runway 13/31 to Runway 17.
- The airport commission has asked that we remove the road gravel surface in the vicinity of E Hangar back to the runway i.e. back to grass(seed)(pending verification)
- Some reflectors are coming off of their bases. Reflectors need epoxy reapplied and secured to base.
- All duct markers need painted aviation orange.
- Install numbering tags on all light fixtures and signs.
- Make final connections between isolation transformers and equipment on all signs.(pending verification)
- Connect dedicated ground rods to all signs, lit and unlit. .(pending verification)
-
- Add backfill around light and sign bases in order to bring grade up to 1" from top of base foundation.
- Sign #27, held sign on Taxiway "A2", has panels on wrong faces. Sign should have panels on opposite sides exchanged per the requirements in the plans.
- Add duct marker on west side of Taxiway "A" at point of PAPI 17 crossing to indicate crossing. Duct marker exists on east side of Taxiway "A".
- Sign #25, Northern most 13-APCH sign, has panels on wrong faces. Sign should have panels on opposite sides exchanged

Figure 1: Item #2 Duct Marker



Figure 2: Item #6 Light Base

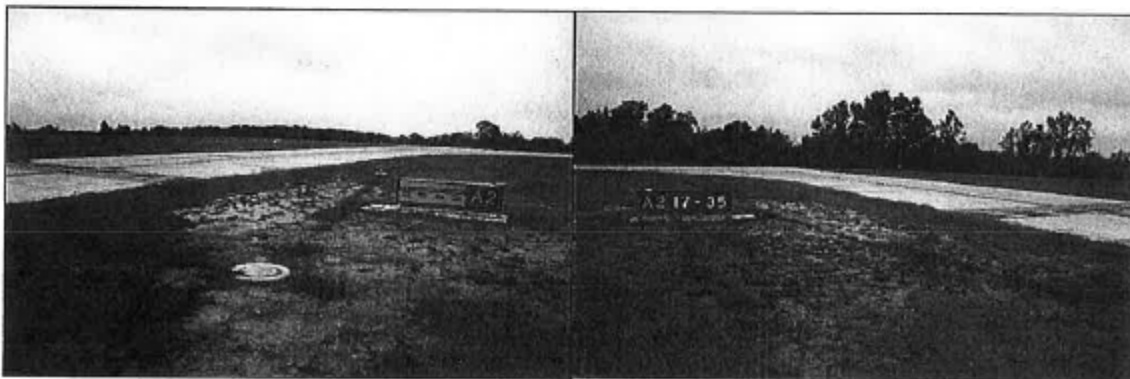


Figure 3: Item #7 Sign #27

Mr. David Vaughn
Date 9-10-9
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per the requirements in the plans.

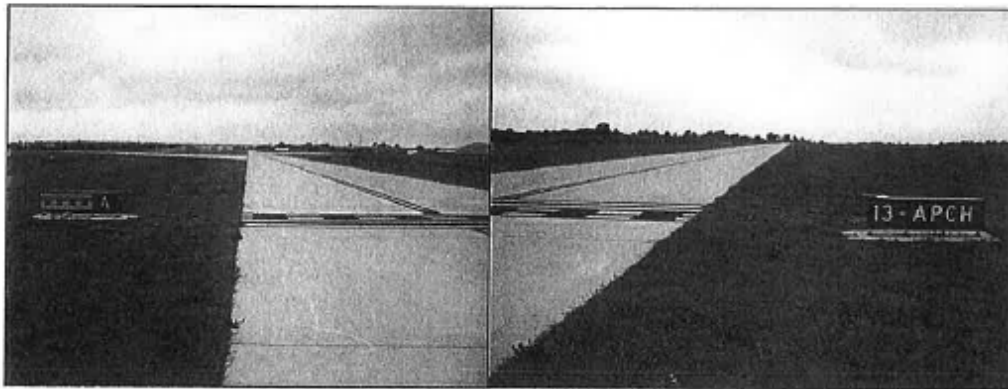


Figure 4: Item #9 Sign #25

- Remove the rest of the forming frame from around the base of all signs. (Sign #11, Sign #12 and possibly others)
- Verify that all light and sign bases have all lids installed with all bolts in place and securely tightened.
- Need to backfill all trenches which are settling. This includes Runway End 35 REIL trenches as well as others. (pending verification)
- Add duct markers on Taxiway "B" on the west side of Taxiway "A" per the plans.
- Some of the light base cans and sign foundations pool water on and around them. Grading around these areas need to be changed so that water flows away from the equipment. This is primarily on the Runway 35 end. (pending verification)
- Verify all lights are plumb and erect.
- Add duct markers on Taxiway "D" as per the plans.
- Add duct markers around fuel farm as per the plans. (Pending verification)
- Add duct markers under Taxiway "A" south of the apron as per the plans.
- Electrical Vault:
 - Touch-up any wall blemishes. (pending verification)

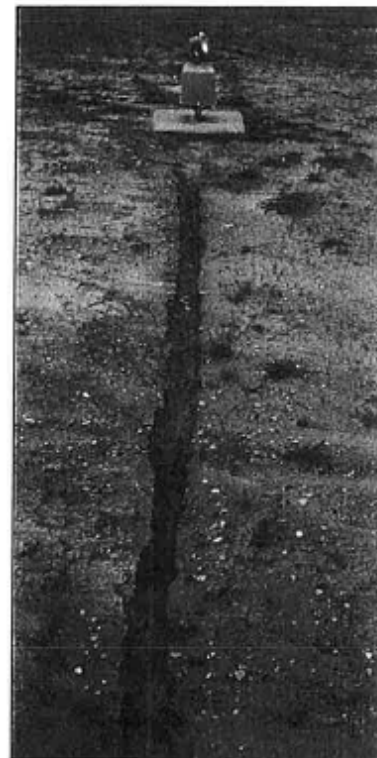


Figure 5: Item #12 Settling Trench

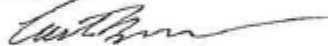
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- ~~o Seal around conduit entries in the structure wall and foundation.~~
- o Verify all ground and neutral bars are copper. Install copper bars in place of any aluminum.(pending verification)
- o Install sign on outside of vault.
- o Finish installing remaining equipment.
- o Connect existing beacon circuit to new electrical vault.
- o Place sod at new electrical vault.

Please call if you have questions.

Sincerely,



Curtis Brown

CC: Cody Holcomb, City of Ada
Vivek Khanna, Oklahoma Aeronautics Commission
Aaron Bouse, Oklahoma Aeronautics Commission
Roger Keys, TTK
Dick Hunnicutt, Libra Electric
Phillip Thomson, Libra Electric
Terry Hall, Ada Airport Manager

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Appendix- Project Costs (unaudited) and
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FINAL ACCEPTANCE NOTICE

Date: December 7, 2009
Project Number: AIP 3-40-001-010-2008
Airport: Ada Municipal Airport

TO: Oklahoma Aeronautics Commission
120 N. Robinson, Suite 1244 W
Oklahoma City OK 73102
(405) 604-6900 – phone
(405) 604-6919 – fax

FROM: Curtis Brown P.E., Project Manager
Project Engineer, Mayor, City Manager

1016 24th Avenue NW
Address

Norman, OK 73069
City/Town and Zip Code

405.329.2555
Area Code and Phone Number

This is to advise you that the exceptions found at the final inspection have been completed or corrected. The project is accepted by Curtis Brown P.E., Project Manager
(Project Engineer, Mayor, City Manager)

on December 7, 2009 at Ada Municipal Airport
(Date) (Location)



Signature of above named person

Project Manager
Title of above named person

NOTE: If no exceptions are found at the Final Inspection, submit this form at the same time the Final Inspection is completed, showing acceptance of the Project.



OFFICE OF THE STATE AUDITOR & INSPECTOR
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