

OPERATIONAL AUDIT

**OKLAHOMA AERONAUTICS COMMISSION
CITY OF CLAREMORE
PROJECT NUMBER GCM-1 1-F
OBSTRUCTION REMOVAL**

For the period September 8, 2011 through October 26, 2012



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

**Audit Report of the
Oklahoma Aeronautics Commission
City of Claremore - Project Number GCM-11-F
Obstruction Removal**

**For the period
September 8, 2011 through October 26, 2012**



Oklahoma State Auditor & Inspector

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

June 11, 2013

TO THE OKLAHOMA AERONAUTICS COMMISSION

At management's request, we have conducted an audit of the Oklahoma Aeronautics Commission (OAC) – City of Claremore (state project number GCM-11-F) for the period September 8, 2011 through October 26, 2012. The objective of the audit was to determine whether expenditures paid to the City of Claremore for state project GCM-11-F were in accordance with *Exhibit B-1 – Program Narrative* and *Exhibit B-2 – Project Costs* of the airport construction agreement.

According to Exhibits B-1 and B-2, the project was to remove an obstruction within the runway safety area at the Claremore Regional Airport. The project was budgeted at \$513,000. The OAC committed \$12,795 to the project while the City of Claremore pledged \$13,995 and the Federal Aviation Administration (FAA) pledged \$486,210.

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 objectives.

Our audit procedures included inquiries of appropriate OAC personnel, the project engineer 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 April 30, 2013. **These procedures indicated that costs paid to the City of Claremore by the OAC 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
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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	Actual	Variance
Construction	\$ 431,904.56	\$ 431,904.56	\$ -
Advertising/Administration	425.44		425.44
Testing	20,000.00	4,669.00	15,331.00
Inspection	50,390.00	64,862.44	(14,472.44)
Bidding	5,830.00	5,830.00	-
Grant Admin. and Closeout	4,450.00	4,450.00	-
Project Cost	<u>\$ 513,000.00</u>	<u>\$ 511,716.00</u>	<u>\$ 1,284.00</u>
Eligible for FAA & OCA Reimbursement	\$ 511,800.00		

	Grant Amount	Actual	Variance
City Share 2.48%	\$ 13,995.00	\$ 12,711.00	\$ 1,284.00
OAC Share 2.50%	12,795.00	12,795.00	-
FAA Share 95.02%	486,210.00	486,210.00	-
	<u>\$ 513,000.00</u>	<u>\$ 511,716.00</u>	<u>\$ 1,284.00</u>

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Item No.	Description	Bid Unit	Bid Quantity	Unit Price Bid	Bid Amount	Actual Quantity	Actual Cost	Qty Variance	Cost Variance
SC-04-2	THIRD PARTY INSURANCE	L.S.	1	\$ 1,200.00	\$ 1,200.00	1	\$ 1,200.00	-	\$ -
SS-120-3.1	SITE PREPARATION	L.S.	1	33,100.00	33,100.00	1	33,100.00	-	-
SS-1-5.1	LAID-UP RIPRAP	S.Y.	60	47.87	2,872.20	60	2,872.20	-	-
P-151-4.1	CLEARING AND GRUBBING	L.S.	1	27,500.00	27,500.00	1	27,500.00	-	-
P-152-4.1	UNCLASSIFIED EXCA VATION	C.Y.	70,300	2.52	177,156.00	70,300	177,156.00	-	-
P-156-4.1	TEMPORARY SILATION BARRIER	L.F.	4,200	3.50	14,700.00	4,200	14,700.00	-	-
P-156-4.2	TEMPORARY BALE BARRIERS	L.F.	30	12.33	369.90	30	369.90	-	-
D-701-5.1	24" CLASS III REINFORCED CONCRETE PIPE	L.F.	788	69.04	54,403.52	788	54,403.52	-	-
D-701-5.2	24" REINFORCED CONCRETE PIPE FLARED END SECTION	EA.	1	1,405.00	1,405.00	1	1,405.00	-	-
D-751-5.1	MANHOLE	EA.	1	4,510.00	4,510.00	1	4,510.00	-	-
D-751-5.2	INLET	EA.	1	6,150.00	6,150.00	1	6,150.00	-	-
T-901-5.1	SEEDING	ACRE	27	722.22	19,499.94	27	19,499.94	-	-
T-905-5.1	TOP SOILING	C.Y.	14,200	5.39	76,538.00	14,200	76,538.00	-	-
	Add Alternate No.1								
P-151-4.1	CLEARING AND GRUBBING	L.S.	100%	12,500.00	12,500.00	1	12,500.00	-	-
					<u>\$ 431,904.56</u>		<u>\$ 431,904.56</u>		<u>\$ -</u>

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

NOTICE OF FINAL INSPECTION

Date: March 1, 2012
Project Number: GCM-11-f
Airport: Claremore Regional Airport

TO: Oklahoma Aeronautics Commission
3800 North Classen, Suite 240
Oklahoma City, Oklahoma 83118
(405) 604-6900 – phone
(405) 604-6919 – fax

FROM: Jeremy Stahle – Garver
Project Engineer
10015 E. 51st Street
Address
Tulsa, OK 74146
City/Town and Zip Code
918-250-5922
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 10 am (Time).

on March 6, 2012 (Date) at Terminal Building on-site (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.

Jeremy P. Stahle
Signature of above named person

Project Manager
Title of above named person

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

FINAL INSPECTION REPORT

Date: March 6, 2012 Project No: GCM-11-f Airport: Claremore Regional Airport

TO: Oklahoma Aeronautics Commission
120 N. Robinson, Suite 1244 W
Oklahoma City OK 73102
(405) 604-6003 – phone
(405) 604-6019 – fax

FROM: Jeremy Stahlé – Project Engineer

Project Engineer, Mayor, City Manager
Garver, LLC
10015 E. 51 St Street

Address
Tulsa, OK 74146

City/Town and Zip Code
918-250-5822

Area Code and Phone Number

Final inspection on the above project was made by Jeremy Stahlé – Project Engineer
(Project Engineer, Mayor, City Manager)

on March 6, 2012 at Claremore Regional Airport
(Date) (Location)

Personal attending inspection:

name-title-organization	name-title-organization
Owner: Cory Jester, CRC Partnership	
Airport: Eric Winn, Airport Manager	
D-Kerns Const: Eddie Pulley, Superintendent	
Garver: Jeremy Stahlé, Project Manager	
Garver: Greg Kinsey, Construction Observer	

The project was found acceptable with the following exceptions:

1. Re-grade construction access road
2. Seed the construction staging area
3. Pick up rock that are 4" dia. or larger that are above the surface in cut/fill areas

4. Construct the perimeter concrete pad for the area inlet
5. Continue broadcasting the fertilizer and seeding with Ryegrass as planned
6. In mid-May, broadcast the Bermuda as planned

Anticipated completion date for above exceptions: mid to late May 2012

Jeremy L. Stahlé
Signature of above named person

Project Manager

Title of above named person

Oklahoma Aeronautics Commission
Operational Audit
Appendix- Project Costs (unaudited) and
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FINAL ACCEPTANCE NOTICE

Date: May 23, 2012
Project Number: GCM-11-f
Airport: Claremore Regional Airport

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

FROM: Jeremy Stahle - Project Manager
Project Engineer, Mayor, City Manager
10015 E. 51st Street
Address
Tulsa, OK 74146
City/Town and Zip Code
918-250-5922
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 Jeremy Stahle
(Project Engineer, Mayor, City Manager)
on May 23, 2012 at Claremore Regional Airport
(Date) (Location)

Jeremy Stahle Project Manager
Signature of above named person 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.

END



OFFICE OF THE STATE AUDITOR & INSPECTOR
2300 N. LINCOLN BOULEVARD, ROOM 100
OKLAHOMA CITY, OK 73105-4896

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