Audit Report of the
Oklahoma Aeronautics Commission
City of Guymon - Project Number GUY-13-S
Taxiway Rehabilitation

For the Period
May 10, 2012 through April 2, 2014
April 16, 2014

TO THE OKLAHOMA AERONAUTICS COMMISSION

At management’s request, we have conducted an audit of the Oklahoma Aeronautics Commission (Commission) – City of Guymon (state project number GUY-13-S) for the period May 10, 2012 through April 2, 2014. The objective of the audit was to determine whether expenditures paid to the City of Guymon 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 consisted of rehabilitating Taxiways 1-5 and reconstructing an apron. The Commission agreed to contribute $400,000 toward the first $444,444 in eligible project costs.

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 airport manager, and the Guymon city manager; inspection of all invoices and supporting documentation related to project reimbursements; and a physical inspection of the completed project conducted on April 14, 2014. These procedures indicated that costs paid to the City of Guymon 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,

GARY A. JONES, CPA, CFE
OKLAHOMA STATE AUDITOR & INSPECTOR
APPENDIX
The following information has been presented at the request of management. Therefore, we did not conclude upon the data presented in the following schedules.

<table>
<thead>
<tr>
<th>Category</th>
<th>Budget</th>
<th>Actual</th>
<th>Variance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Construction</td>
<td>$444,444.00</td>
<td>$444,444.00</td>
<td>$-</td>
</tr>
<tr>
<td>Project Cost</td>
<td>$444,444.00</td>
<td>$444,444.00</td>
<td>$-</td>
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</table>

<table>
<thead>
<tr>
<th>Budget Amount</th>
<th>Actual</th>
<th>Variance</th>
</tr>
</thead>
<tbody>
<tr>
<td>City's Share (10.00%)</td>
<td>$44,444.00</td>
<td>$-</td>
</tr>
<tr>
<td>OACs Share (90.00%)</td>
<td>$400,000.00</td>
<td>$-</td>
</tr>
<tr>
<td>$444,444.00</td>
<td>$444,444.00</td>
<td>$-</td>
</tr>
</tbody>
</table>

1. OAC agreed to pay $400,000 of the first $444,444 in construction costs. Total projected construction costs were $691,216.10 with actual costs of $639,497.08.
### Oklahoma Aeronautics Commission
### Operational Audit
### Appendix- Project Costs (unaudited) and Close Out Documentation

#### Project Costs (unaudited) and Close Out Documentation

<table>
<thead>
<tr>
<th>Line NO.</th>
<th>Spec No</th>
<th>Description</th>
<th>Bid Unit</th>
<th>Bid Quantity</th>
<th>Unit Price Bid</th>
<th>Bid Amount</th>
<th>Actual Quantity</th>
<th>Actual Cost</th>
<th>Quantity Variance</th>
<th>Cost Variance</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>SS-120-3.1</td>
<td>Site Preparation</td>
<td>LS</td>
<td>1.00</td>
<td>$ 45,000.00</td>
<td>$ 45,000.00</td>
<td>1.00</td>
<td>$ 45,000.00</td>
<td>0.00</td>
<td>$ 0.00</td>
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<td>2</td>
<td>P-101-5.1a</td>
<td>Asphaltic Concrete Pavement Removal</td>
<td>SY</td>
<td>6,845.00</td>
<td>7.00</td>
<td>$ 47,915.00</td>
<td>7,054.70</td>
<td>$ 49,382.90</td>
<td>-209.70</td>
<td>(1,467.90)</td>
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<tr>
<td>3</td>
<td>P-152.4.1</td>
<td>Unclassified Excavation</td>
<td>CY</td>
<td>2,510.00</td>
<td>10.00</td>
<td>25,100.00</td>
<td>2,510.00</td>
<td>25,100.00</td>
<td>0.00</td>
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<tr>
<td>4</td>
<td>P-152.4.7</td>
<td>Embankment in Place</td>
<td>CY</td>
<td>225.00</td>
<td>20.00</td>
<td>4,500.00</td>
<td>225.00</td>
<td>4,500.00</td>
<td>0.00</td>
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<tr>
<td>5</td>
<td>P-158-8.1</td>
<td>Fly Ash Treated Subgrade (6&quot;)</td>
<td>SY</td>
<td>6,710.00</td>
<td>9.00</td>
<td>60,390.00</td>
<td>5,222.61</td>
<td>47,003.49</td>
<td>1487.39</td>
<td>13,386.51</td>
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<tr>
<td>6</td>
<td>P-209-5.1</td>
<td>Crushed Aggregate Base Course (5&quot;)</td>
<td>SY</td>
<td>6,710.00</td>
<td>15.00</td>
<td>100,650.00</td>
<td>6,380.83</td>
<td>95,712.45</td>
<td>329.17</td>
<td>4,937.55</td>
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<td>7</td>
<td>P-501-8.1a</td>
<td>6&quot; Plain PCC Concrete Pavementq</td>
<td>SY</td>
<td>6,910.00</td>
<td>54.00</td>
<td>373,140.00</td>
<td>6,925.41</td>
<td>373,972.14</td>
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<td>(832.14)</td>
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<td>8</td>
<td>P-501-8.1b</td>
<td>6&quot; Reinforced PCC Concrete Pavement</td>
<td>SY</td>
<td>300.00</td>
<td>58.00</td>
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<tr>
<td>9</td>
<td>P-620-5.1a</td>
<td>Runway and Taxiway Painting</td>
<td>SF</td>
<td>2,350.00</td>
<td>3.37</td>
<td>7,919.50</td>
<td>2,350.00</td>
<td>7,919.50</td>
<td>0.00</td>
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<tr>
<td>10</td>
<td>P-620-5.1b</td>
<td>Runway and Taxiway Painting with Reflective Media</td>
<td>SF</td>
<td>1,180.00</td>
<td>3.37</td>
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<td>11</td>
<td>T-904-5.1</td>
<td>Sodding</td>
<td>SY</td>
<td>1,045.00</td>
<td>5.00</td>
<td>5,225.00</td>
<td>1,250.00</td>
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<td>-205.00</td>
<td>(1,025.00)</td>
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<tr>
<td></td>
<td></td>
<td>Failed Tests</td>
<td></td>
<td>1.00</td>
<td>(34,000.00)</td>
<td>34,000.00</td>
<td>1.00</td>
<td>(34,000.00)</td>
<td>0.00</td>
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<tr>
<td></td>
<td></td>
<td>Liquidated Damages</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total for Base Bid and Alternate 1-3</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$ 691,216.10</td>
<td></td>
<td>$ 639,497.08</td>
<td></td>
<td>$ 51,719.02</td>
</tr>
</tbody>
</table>
NOTICE OF FINAL INSPECTION

Date: September 25, 2013
Project Number: GUY-12-S
Airport: Guymon 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: Gargy, LLC - Curtis Brown, P.E.
Project Engineer, Mayor, City Manager
1016 24th Avenue NW
Address
Norman, Oklahoma 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
on October 8, 2013 at Guymon Municipal Airport (GUY)

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
FINAL INSPECTION REPORT

Date: October 8, 2013, Project No: GUY-12-S, Airport: Guymon 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: Garver, LLC - Curtis Brown, P.E.  
Project Engineer, Mayor, City Manager
1016 24th Avenue NW
Address
Norman, Oklahoma 73069
City/Town and Zip Code
405-329-2555
Area Code and Phone Number

Final inspection on the above project was made by: Garver, LLC – Curtis Brown, P.E. 
(Project Engineer, Mayor, City Manager)
on October 8, 2013 at Guymon Municipal Airport (GUY). 

Personnel attending inspection:

<table>
<thead>
<tr>
<th>Name-Title-Organization</th>
<th>Name-Title-Organization</th>
</tr>
</thead>
<tbody>
<tr>
<td>Curtis Brown, P.E., Project Manager</td>
<td></td>
</tr>
<tr>
<td>[Signature]</td>
<td></td>
</tr>
<tr>
<td>[Signature]</td>
<td></td>
</tr>
<tr>
<td>[Signature]</td>
<td></td>
</tr>
</tbody>
</table>

The project was found acceptable with the following exceptions: See attached punch list dated 10-02-13

Anticipated completion date for above exceptions: ________________________________

Signature of above named person  Project Manager

Title of above named person
Project #11071350
Guymon Municipal Airport
Taxiway Reconstruction Project
City of Guymon, Oklahoma
AIP # 3-40-0037-013-2012
Date: 10-02-13

Preliminary Punch List Items

1. Perform touch up on paint stripping throughout project.

2. Perform grading along pavement edge to be within 1' below edge of pavement throughout project.

3. Place addition joint sealant on joints below the specified 1/4 to 3/8" recess from top of pavement.

4. Remove concrete chunk from edge of pavement at alignment 3 and 4 intersection.

5. Breakout wedges from double saw cuts and re-seal in several location.

6. Submit as-built survey per paragraph 501-5.2,E,(4)

7. Submit signed reconciliation change order.

8. Submit final pay request.


10. Submit payments to DBE's

11. Submit DBE utilization form

12. Submit current certified payrolls

13. Submit request for retainage
FINAL ACCEPTANCE NOTICE

Date: October 8, 2013
Project Number: GUY-12-S
Airport: Guymon Municipal Airport

TO: Oklahoma Aeronautics Commission
120 N. Robinson, Suite 1244 W
Oklahoma City OK 73102
(405) 604-8900 – phone
(405) 604-6919 – fax

FROM: Kim Meek, City Manager
Project Engineer, Mayor, City Manager

219 NW 4th Street
Address
Guymon, Oklahoma 73942
City/Town and Zip Code
580-338-0137
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 Kim Meek (City Manager) on October 8, 2013 at Guymon Municipal Airport (GUY)

Signature of above named person

City 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.