

OPERATIONAL AUDIT

**OKLAHOMA AERONAUTICS COMMISSION  
CITY OF ADA - PROJECT NUMBER ADH-08-F  
PARALLEL TAXIWAY REALIGNMENT**

For the period October 16, 2008 through December 10, 2012



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

**Audit Report of the  
Oklahoma Aeronautics Commission  
City of Ada - Project Number ADH-08-F  
Parallel Taxiway Realignment**

**For the period  
October 16, 2008 through December 10, 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

September 6, 2013

## TO THE OKLAHOMA AERONAUTICS COMMISSION

At management's request, we have conducted an audit of the Oklahoma Aeronautics Commission (OAC) – City of Ada, Municipal Airport (state project number ADH-08-F) for the period October 16, 2008 through December 10, 2012. 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 *Exhibits B-1 and B-2*, the project was to provide a stable and serviceable taxiway system, reduce confusion at the airport by providing standard taxiway alignments, and improve the ground traffic safety. The project was budgeted at \$3,160,424. The OAC's share of the budget was \$78,973, the City of Ada's share was \$80,473, and the Federal Aviation Administration's (FAA) share was \$3,000,978.

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 objective. 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 OAC personnel, the City of Ada finance director, 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 was conducted on April 2, 2013. **These procedures indicated that costs paid to the City of Ada by the OAC appeared to be accordance with the *Program Narrative* and the *Project Costs*. However, OAC should be aware the final invoice includes \$58,125.63 in costs that do not appear to have been considered in previous invoice payments. The project engineer indicated this is due to errors occurring throughout the invoicing process and the final invoice contains the correct project costs. OAC should evaluate the accuracy of these charges before making the final payment.**

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	Actual	Variance
Engineering	\$ 98,000.00	\$ 23,857.50	\$ 74,142.50
Testing	22,500.00	57,037.22	(34,537.22)
Inspection	145,431.00	147,565.29	(2,134.29)
Update Airport Layout Plan	11,450.00	11,650.00	(200.00)
Construction	2,883,044.00	** 2,865,692.28	17,351.72
Project Cost	* \$ 3,160,425.00	\$ 3,105,802.29	* \$ 54,622.71

	Grant Amount	Actual	Variance
City Share (2.5%)	\$ 80,473.00	\$ 77,645.06	\$ 2,827.94
OAC Share (2.5%)	78,973.00	78,973.00	-
FAA Share (95%)	3,000,978.00	2,949,184.23	51,793.77
	* \$ 3,160,424.00	\$ 3,105,802.29	* \$ 54,621.71

\*Difference of \$1 due to rounding on original grant agreement.

\*\*The difference between the "Actual Construction" cost on this schedule and the "Actual Cost" total shown on page A-6 is \$58,125.63. This is the amount noted in the report letter on the previous page.

**Oklahoma Aeronautics Commission  
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Appendix – Project Costs (unaudited) and  
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**Bid to Actual Cost Comparison**

	<b>Construction Costs</b>	<b>Bid Qty</b>	<b>Per Unit Bid</b>	<b>Bid Price</b>	<b>Actual Qty</b>	<b>Per Unit Actual</b>	<b>Actual Cost</b>	<b>Qty Variance</b>	<b>Cost Variance</b>
1	Unclassified Excavation	9,400.00	\$ 6.50	\$ 61,100.00	15,853.00	\$ 6.50	\$ 103,044.50	(6,453.00)	\$ (41,944.50)
2	6" Crushed Aggregate Base Course	12,760.00	15.00	191,400.00	9,706.50	15.00	145,597.50	3,053.50	45,802.50
3	9" PCC Pavement	11,785.00	48.00	565,680.00	12,727.90	48.00	610,939.20	(942.90)	(45,259.20)
4	Runway & Taxiway Painting	8,300.00	1.38	11,454.00	6,152.00	1.38	8,489.76	2,148.00	2,964.24
5	24" RCP	212.00	100.00	21,200.00	216.00	100.00	21,600.00	(4.00)	(400.00)
6	24" End Section	1.00	2,000.00	2,000.00	1.00	2,000.00	2,000.00	0.00	-
7	Median Drain	1.00	4,500.00	4,500.00	1.00	4,500.00	4,500.00	0.00	-
8	Seeding	8.00	1,375.00	11,000.00	0.00	1,375.00	-	8.00	11,000.00
9	Sodding	12,866.00	2.75	35,381.50	8,600.00	2.75	23,650.00	4,266.00	11,731.50
10	Topsoiling (On Site)	1,220.00	10.00	12,200.00	1,820.00	10.00	18,200.00	(600.00)	(6,000.00)
11	Mulching	8.00	825.00	6,600.00	0.00	825.00	-	8.00	6,600.00
12	Trenching for Direct-Buried Cable	2,000.00	3.47	6,940.00	1,778.00	3.47	6,169.66	222.00	770.34
13	No. 8 AWG 5kV, L-824C Cable	3,500.00	2.37	8,295.00	4,013.00	2.37	9,510.81	(513.00)	(1,215.81)
14	No 6 AWG Solid, Bare Counterpoise	2,500.00	0.73	1,825.00	3,473.00	0.73	2,535.29	(973.00)	(710.29)
15	No. 6 AWG Stranded, Insulated	2,000.00	2.12	4,240.00	866.00	2.12	1,835.92	1,134.00	2,404.08
16	Remove Existing Electrical Vault Removed	1.00	4,796.00	4,796.00	1.00	4,796.00	4,796.00	0.00	-
17	New Airport Transformer	1.00	111,718.50	111,718.50	1.00	111,718.50	111,718.50	0.00	-
18	Concrete Encased Electrical Duct	200.00	38.50	7,700.00	200.00	38.50	7,700.00	0.00	-
19	Concrete Encased Electrical Duct	225.00	\$ 64.90	\$ 14,602.50	-	\$ 64.90	\$ -	225.00	\$ 14,602.50

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

	<b>Construction Costs</b>	<b>Bid Qty</b>	<b>Per Unit Bid</b>	<b>Bid Price</b>	<b>Actual Qty</b>	<b>Per Unit Actual</b>	<b>Actual Cost</b>	<b>Qty Variance</b>	<b>Cost Variance</b>
20	Non-Encased Electrical Conduit 1-Way	1,500.00	\$ 6.33	\$ 9,495.00	1,233.00	\$ 6.33	\$ 7,804.89	267.00	\$ 1,690.11
21	Concrete Encased Electrical Junction Box	4.00	1,254.00	5,016.00	2.00	1,254.00	2,508.00	2.00	2,508.00
22	Precast Concrete Electrical Handhold	1.00	10,543.50	10,543.50	3.00	10,543.00	31,629.00	(2.00)	(21,085.50)
23	Existing L-853 Retroreflective TW	18.00	25.30	455.40	0.00	25.30	-	18.00	455.40
24	Existing L-858 Stake Mounted Guidance	2.00	137.50	275.00	26.00	137.50	3,575.00	(24.00)	(3,300.00)
25	Existing L-861 Stake Mounted Edge Lt.	1.00	77.00	77.00	1.00	77.00	77.00	0.00	-
26	L-861 Stake Moulnted Runway Edge Lt.	1.00	478.50	478.50	1.00	478.50	478.50	0.00	-
27	Temporary Airfield Lighting	1.00	7,447.00	7,447.00	0.00	7,447.00	-	1.00	7,447.00
28	Temporary Silt Fence	8,790.00	3.30	29,007.00	1,001.00	3.30	3,303.30	7,789.00	25,703.70
29	Temporary Inlet Protection	8.00	319.00	2,552.00	4.00	319.00	1,276.00	4.00	1,276.00
30	Temporary Bale Barrier	169.00	3.85	650.65	129.00	3.85	496.65	40.00	154.00
31	Construction Exit	1.00	5,000.00	5,000.00	1.00	5,000.00	5,000.00	0.00	-
32	12" Asphalt & Base Removal	12,103.00	12.50	151,287.50	12,053.00	12.50	150,662.50	50.00	625.00
33	9" Concrete Pavement Removal	195.00	22.00	4,290.00	195.00	22.00	4,290.00	0.00	-
34	Inlet Removal	1.00	1,500.00	1,500.00	0.00	1,500.00	-	1.00	1,500.00
35	Site Preparation	1.00	126,000.00	126,000.00	1.00	126,000.00	126,000.00	0.00	-
36	Third Party Insurance	1.00	1,500.00	1,500.00	1.90	1,500.00	2,850.00	(0.90)	(1,350.00)
	<b>Alternate 1</b>			-					
37	Unclassified Excavation	20,600.00	\$ 6.50	\$ 133,900.00	21,156.00	\$ 6.50	\$ 137,514.00	(556.00)	\$ (3,614.00)

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38	6" Crushed Aggregate Base Course	5,495.00	\$ 15.00	\$ 82,425.00	5,495.00	\$ 15.00	\$ 82,425.00	0.00	\$ -
39	9" PCC Pavement	4,930.00	48.00	236,640.00	4,930.80	48.00	236,678.40	(0.80)	(38.40)
40	Runway & Taxiway Painting	8,160.00	1.38	11,260.80	0.00	1.38	-	8,160.00	11,260.80
41	Coal Tar Emulsion Seal Coat	6,194.00	3.30	20,440.20	0.00	3.30	-	6,194.00	20,440.20
42	Median Drain	2.00	4,500.00	9,000.00	2.00	4,500.00	9,000.00	0.00	-
43	Lower Inlet	1.00	3,500.00	3,500.00	0.00	3,500.00	-	1.00	3,500.00
44	Seeding	9.00	1,375.00	12,375.00	9.00	1,375.00	12,375.00	0.00	-
45	Sodding	700.00	2.75	1,925.00	4,000.00	2.75	11,000.00	(3,300.00)	(9,075.00)
46	Topsoiling (On Site)	1,600.00	10.00	16,000.00	1,600.00	10.00	16,000.00	0.00	-
47	Mulching	9.00	825.00	7,425.00	1.00	825.00	825.00	8.00	6,600.00
48	Trenching for Direct-Buried Cable	1,500.00	3.47	5,205.00	871.00	3.47	3,022.37	629.00	2,182.63
49	No. 8 AWG 5kV, L-824C Cable	9,000.00	2.09	18,810.00	11,216.00	2.09	23,441.44	(2,216.00)	(4,631.44)
50	No. 6 AWG Solid Bare Counterpoise	5,000.00	1.06	5,300.00	6,164.00	1.06	6,533.84	(1,164.00)	(1,233.84)
51	No. 6 AWG Stranded, Insulated	4,500.00	1.88	8,460.00	1,320.00	1.88	2,481.60	3,180.00	5,978.40
52	Concrete Encased Electrical Duct	100.00	42.90	4,290.00	100.00	42.90	4,290.00	0.00	-
53	Concrete Encased Electrical Duct	100.00	33.00	3,300.00	55.00	33.00	1,815.00	45.00	1,485.00
54	Non-Encased Electrical Conduit	3,000.00	6.38	19,140.00	4,568.00	6.38	29,143.84	(1,568.00)	(10,003.84)
55	Non-Encased Electrical Conduit	1,000.00	10.67	10,670.00	0.00	10.67	-	1,000.00	10,670.00
56	Concrete Encased Electrical Junction Box	10.00	\$ 1,254.00	\$ 12,540.00	6.00	\$ 1,254.00	\$ 7,524.00	4.00	\$ 5,016.00



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57	Existing L-853 Retroreflective	13.00	\$ 23.10	\$ 300.30	13.00	\$ 23.10	\$ 300.30	0.00	\$ -
58	Existing L-861E Stake Mounted	8.00	38.50	308.00	16.00	38.50	616.00	(8.00)	(308.00)
59	Existing L-858 Stake Mounted	4.00	137.50	550.00	8.00	137.50	1,100.00	(4.00)	(550.00)
60	Existing L-849 Runway End	1.00	2,585.00	2,585.00	1.00	2,585.00	2,585.00	0.00	-
61	Existing L-880 Precision Approach	1.00	16,170.00	16,170.00	1.00	16,170.00	16,170.00	0.00	-
62	Existing L-861 Stake Mounted Edge	1.00	203.50	203.50	9.00	203.50	1,831.50	(8.00)	(1,628.00)
63	L-861E Stake Mounted Runway Light	16.00	541.20	8,659.20	16.00	541.20	8,659.20	0.00	-
64	L-849 Runway End Identification	1.00	22,385.00	22,385.00	2.00	22,385.00	44,770.00	(1.00)	(22,385.00)
65	Temporary Silt Fence	900.00	3.30	2,970.00	0.00	3.30	-	900.00	2,970.00
66	Temporary Inlet Protection	3.00	319.00	957.00	0.00	319.00	-	3.00	957.00
67	Temporary Bale Barrier	60.00	3.85	231.00	0.00	3.85	-	60.00	231.00
68	Construction Exit	1.00	5,000.00	5,000.00	0.00	5,000.00	-	1.00	5,000.00
69	12" Asphalt & Base Removal	4,350.00	12.50	54,375.00	4,290.00	12.50	53,625.00	60.00	750.00
70	9" Concrete Pavement Removal	584.00	22.00	12,848.00	584.00	22.00	12,848.00	0.00	-
71	Site Preparation	1.00	\$ 56,000.00	\$ 56,000.00	0.75	\$ 56,000.00	\$ 42,000.00	0.25	\$ 14,000.00

**Alternate 2 (Excluded)**

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	<b>Alternate 3</b>									
74	Trenching for Direct-Buried Cable	17,500.00	\$ 1.87	\$ 32,725.00	15,438.00	\$ 1.87	\$ 28,869.06	2,062.00	\$ 3,855.94	
75	NO. 8 AWG, 5kV, L-824C Cable Installed	25,000.00	2.09	52,250.00	17,263.00	2.09	36,079.67	7,737.00	16,170.33	
76	No. 6 AWG Solid Bare Counterpoise	17,500.00	1.61	28,175.00	15,538.00	1.61	25,016.18	1,962.00	3,158.82	
77	No. 6 AWG Stranded, Insulated	20,000.00	1.76	35,200.00	13,996.00	1.76	24,632.96	6,004.00	10,567.04	
78	Non-Encased Electrical Conduit	18,000.00	5.94	106,920.00	14,309.00	5.94	84,995.46	3,691.00	21,924.54	
79	Concrete Encased L-867 Can Size 12"	187.00	692.00	129,404.00	177.00	692.00	122,484.00	10.00	6,920.00	
80	L-858 Base Mounted, 1-Module Lighted	6.00	3,408.00	20,448.00	6.00	3,408.00	20,448.00	0.00	-	
81	L-858 Base Mounted, 2-Module Lighted	7.00	4,444.00	31,108.00	5.50	4,444.00	24,442.00	1.50	6,666.00	
82	L-858 Base Mounted, 3-Module Lighted	12.00	5,885.00	70,620.00	12.00	5,885.00	70,620.00	0.00	-	
83	L-858 Base Mounted, 2-Module Retro	2.00	2,769.00	5,538.00	2.00	2,769.00	5,538.00	0.00	-	
	<b>Alternate 4</b>									
84	L-861T LED Base Mounted Taxiway Edge	187.00	640.20	119,717.40	173.00	640.20	110,754.60	14.00	8,962.80	
85	L-853 Elevated Retroreflective Marker	19.00	346.50	6,583.50	19.00	346.50	6,583.50	0.00	-	
86	Change Order - LED Lights/Signs	0.00	\$ -	-	1.00	\$ 56,290.75	56,290.75	(1.00)	(56,290.75)	
				\$ 2,883,043.95			\$ 2,807,566.65		\$ 75,477.30	

Oklahoma Aeronautics Commission  
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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 24<sup>th</sup> 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  
Operational Audit  
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 24<sup>th</sup> 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.

**Oklahoma Aeronautics Commission  
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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 24<sup>th</sup> 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  
Operational Audit  
Appendix – Project Costs (unaudited) and  
Close-out Documentation**

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The project was found acceptable with the following exceptions:

See Preliminary Punchlist Letter in Appendix D.

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\_\_\_\_\_  
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

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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.~~

Oklahoma Aeronautics Commission  
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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 reile 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, hold 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 meet 13 APCH sign, has panels on wrong faces. Sign should have panels on opposite sides exchanged

Figure 1: Item #2 Duct Marker

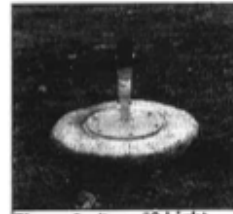


Figure 2: Item #6 Light Base

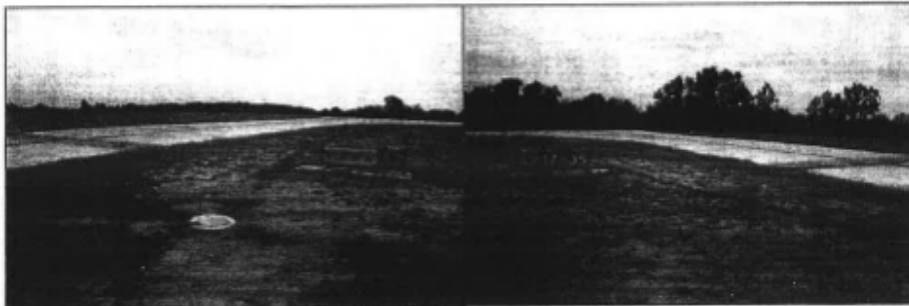


Figure 3: Item #7 Sign #27



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per the requirements in the plans.

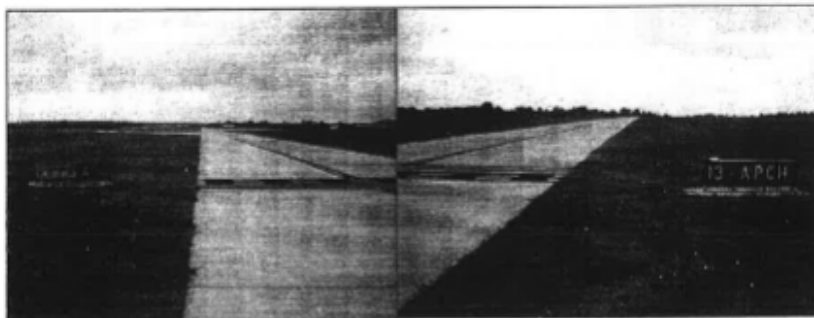


Figure 4: Item #9 Sign #25

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

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