



62nd City Council
Mayor Mark Spradlin
Ward I – John Wood, Trey Ayers **Ward II** – Mary Coffin, Jeff Taylor
Ward III – Gaylord Z. Thomas, Sharyl Padgett

SPECIAL CITY COUNCIL MEETING WORKSHOP

Tuesday, July 15, 2014 at 6:00p.m.
City Hall 3rd Floor Conference Room
101 N. 2nd Street, Guthrie, Oklahoma, 73044

1. Roll Call.
2. Public Comments.
3. Fiscal Year 2013 Audit Report.
4. Library annual update.
5. Discussion regarding agenda items.
6. Request for future items of discussion.
7. Adjournment.



62nd City Council
Mayor Mark Spradlin
Ward I -Trey Ayers, John Wood Ward II - Mary Coffin, Jeff Taylor
Ward III - Gaylord Z. Thomas, Sharyl Padgett

GUTHRIE PUBLIC WORKS AUTHORITY MEETING

Tuesday, July 15, 2014 at 7:00pm
City Hall Council Chambers
101 N. 2nd Street, Guthrie, Oklahoma, 73044

- 1. Roll Call.
2. Community Announcements and Recognitions.
a. Recognition of Library volunteers.
3. Consent Agenda.
All matters listed will be enacted by one motion unless a request is made for discussion by any Trustee or member of the audience, in which case, the item(s) will be removed from the Consent Agenda and considered separately following this portion of the agenda.
A. Consider approval of minutes of the Regular Guthrie Public Works Authority Meeting held July 1, 2014 1
4. Adjournment.

CITY COUNCIL MEETING

62nd City Council
Tuesday, July 15, 2014, 7:00pm
City Hall Council Chambers
101 N. 2nd Street, Guthrie, Oklahoma, 73044

- 1. Roll Call.
2. Consent Agenda
All matters listed will be enacted by one motion unless a request is made for discussion by any councilmember or member of the audience, in which case, the item(s) will be removed from the Consent Agenda and considered separately following this portion of the agenda.
A. Consider approval of minutes of the City Council Workshop Meeting held July 1, 2014 2
B. Consider approval of minutes of the Regular City Council Meeting held on July 1, 2014 4
C. Consider approval of minutes of the Special City Council Meeting - Council Retreat held on June 17, 2014 7

- D. Consider approval of Change Order No. 2 increasing the AMR/AMI Project by \$101,793 due to different quantities and sizes of water meters originally ordered and extending the contract with Utility Technology Services, Inc. (UTS) for thirty (30) days expiring August 18, 2014. 9
- E. Consider approval of service weapon to be provided as a token of appreciation to Chief Damon Devereaux for 22 plus years of faithful service to The City of Guthrie.....11
- F. Consider approval of School Resource Officer (SRO) Agreement between the City of Guthrie and Guthrie Public School District.12
- G. Consider approval to award RFQ No. 2014-05, Airport Engineering Consultant, to CEC Infrastructure Solutions for the Guthrie-Edmond Regional Airport.....17
- 3. Discussion and possible action of Resolution No. 2014-13 approving participation with the State of Oklahoma Department of Transportation for the installation and maintenance of traffic signals54
- 4. City Manager’s Report
- 5. Requests/comments from members of the City Council
- 6. Adjournment.

MINUTES

GUTHRIE PUBLIC WORKS AUTHORITY MEETING
July 1, 2014

The regular meeting of the Guthrie Public Works Authority was posted on Friday, June 27, 2014, before 5:00 p.m. and held July 1, 2014, in the Guthrie City Hall Council Chambers.

Pledge of Allegiance was led by Chairman Mark Spradlin.

Invocation was given by Reverend Don Riepe, Guthrie Christian Church.

Chairman Mark Spradlin called the meeting to order at 7:03 p.m.

Members Present: Mark Spradlin Mary Coffin Sharyl Padgett
 John Wood Gaylord Z. Thomas

Members Absent: Trey Ayers Jeff Taylor

Staff Present: Sereniah Breland Kim Biggs Randel Shadid
 Maxine Pruitt Jim Ahlgren Rene Spineto
 Cyndi O Jessie Bryan

Chairman Spradlin declared a quorum with five (5) Trustees in attendance.

Community Announcements and Public Recognition. None.

Consent Agenda. Motion by Vice Chairman Wood, seconded by Trustee Coffin, moved approval of the Consent Agenda as follows:

- A. Consider approval of minutes of the Regular Guthrie Public Works Authority Meeting held on June 17, 2014.
- B. Consider approval of rejecting all bids related to Bid No. 2014-07 Water Main Extension to Town of Coyle and authorizing staff to re-bid the project.

Trustees entered their votes and the votes were displayed with the following results:

Aye: Spradlin, Wood, Coffin, Thomas, Padgett
Nay: None

Chairman Spradlin declared the motion carried unanimously.

Adjourn. There being no further business for the Guthrie Public Works Authority Trustees, Chairman Spradlin declared the meeting adjourned at 7:04 p.m.

Kim Biggs, Secretary

Mark Spradlin, Chairman

MINUTES

CITY COUNCIL MEETING
Council Workshop
July 1, 2014

The special meeting of the sixty-second City Council of Guthrie, Oklahoma, was posted on Friday, June 27, 2014, before 5:00 p.m. and held July 1, 2014, in the Guthrie City Hall Third Floor Conference Room.

Mayor Mark Spradlin called the meeting to order at 6:00 p.m.

Members Present: Mark Spradlin Mary Coffin Sharyl Padgett
 John Wood Gaylord Z. Thomas

Members Absent: Trey Ayers Jeff Taylor

Staff Present: Sereniah Breland Kim Biggs Randel Shadid
 Maxine Pruitt Jim Ahlgren Rene Spineto
 Cody Mosley Cyndi O Jessie Bryan

Mayor Spradlin declared a quorum with five (5) Councilmembers in attendance.

Public Comments. None.

Discussion regarding Oklahoma International Bluegrass Festival. Tom Webb with the Oklahoma International Bluegrass Festival provided a brief history of the festival and thanked the Mayor, City Council, and City Manager for their continued support of this annual event.

Discussion regarding Public Buildings. Human Resource Director Ahlgren reviewed information provided to Council including demolition bids of the Blue House and Girl Scout building; spoke about possible upgrades to the public restrooms adjacent to the Apothecary Garden, displayed pictures of the current condition of the Girl Scout building on Pine Street, the Old Water Treatment Plant building on Division, and the Blue House located on Prairie Grove Road. The Blue House is mostly used as a storage facility for the Friends of the Library who donates thousands of dollars to the Library each year from their book sales. It was the consensus of City Councilmembers to have the Guthrie Library Board further consider the cost benefits of the Blue House and ultimately make a recommendation for further action to the City Council at a later date.

Discussion regarding agenda items:

Reject Bid No. 2014-07 Water Main Extension to Town of Coyle. The bids received are over the DWSRF Construction Budget by approximately \$200,000. The construction budget with contingencies is \$364,793 for Section A and B. Rebidding the project should produce a bid amount closer to the budget.

Ordinance No. 3257 annexation of ODOT property. The ordinance was amended to include the Emergency Clause.

Request for future items of discussion. Open Container Ordinance.

Adjournment. There being no further business for the Guthrie City Council, Mayor Spradlin declared the meeting adjourned at 6:52 p.m.

Kim Biggs, City Clerk

Mark Spradlin, Mayor

MINUTES

CITY COUNCIL MEETING

July 1, 2014

The regular meeting of the sixty-second City Council of Guthrie, Oklahoma was posted on Friday, June 27, 2014, before 5:00 p.m. and held July 1, 2014, in the Guthrie City Hall Council Chambers.

Mayor Mark Spradlin called the meeting to order at 7:05 p.m.

Members Present: Mark Spradlin Mary Coffin Sharyl Padgett
 John Wood Gaylord Z. Thomas

Members Absent: Trey Ayers Jeff Taylor

Staff Present: Sereniah Breland Kim Biggs Randel Shadid
 Maxine Pruitt Jim Ahlgren Rene Spineto
 Cyndi O Jessie Bryan

Mayor Spradlin declared a quorum with five (5) Councilmembers in attendance.

Consent Agenda. Motion by Vice Mayor Wood, seconded by Councilmember Padgett, moved approval of the Consent Agenda as follows:

- A. Consider approval of minutes of the Special City Council Workshop Meeting held on June 17, 2014.
- B. Consider approval of minutes of the Regular City Council Meeting held on June 17, 2014.
- C. Consider approval of awarding Bid No. 2014-06, Grass Management Services (80 acres) to Alvin Graves, Guthrie, Oklahoma for the high bid of \$1,801 and authorize the Purchasing Agent to execute a contract.
- D. Consider approving the Library staff recommendation to waive item replacement costs for Library customers who lost their homes in the May wildfire.

Councilmembers entered their votes and the votes were displayed with the following results:

Aye: Spradlin, Wood, Coffin, Thomas, Padgett
Nay: None

Mayor Spradlin declared the motion carried unanimously.

Lease Agreement with Oklahoma International Bluegrass Festival. Changes from the previous agreement are to remove the 15% of camping revenues requirement and to move the terms from an annual agreement to a 5 year agreement. Motion by Councilmember Padgett, seconded by Councilmember Thomas moved approval of the lease agreement between the City

of Guthrie and Oklahoma International Bluegrass Festival. Councilmembers entered their votes and the votes were displayed with the following results:

Aye: Spradlin, Wood, Coffin, Thomas, Padgett
Nay: None

Mayor Spradlin declared the motion carried unanimously.

Resolution No. 2014-12. Motion by Councilmember Coffin, seconded by Vice Mayor Wood, moved approval of Resolution No. 2014-12 establishing criteria for the sale and possession of non-intoxicating beverages during the Make Guthrie Weird Block Party on July 12, 2014. Councilmembers entered their votes and the votes were displayed with the following results:

Aye: Spradlin, Wood, Coffin, Thomas, Padgett
Nay: None

Mayor Spradlin declared the motion carried unanimously.

Ordinance No. 3257. Motion by Vice Mayor Wood, seconded by Councilmember Coffin moved approval of Ordinance No. 3257 for the consensual annexation of property located in Section 10, Township 16 North, Range 2 West of the Indian Meridian, Logan County, Oklahoma, into the city limits of the City of Guthrie, Oklahoma. Councilmembers entered their votes and the votes were displayed with the following results:

Aye: Spradlin, Wood, Coffin, Thomas, Padgett
Nay: None

Mayor Spradlin declared the motion carried unanimously.

Emergency Clause. Motion by Vice Mayor Wood, seconded by Councilmember Padgett moved approval of Section 2 of Ordinance No. 3257 declaring an emergency and the immediate passage of this Ordinance. Councilmembers entered their votes and the votes were displayed with the following results:

Aye: Spradlin, Wood, Coffin, Thomas, Padgett
Nay: None

Mayor Spradlin declared the motion carried unanimously.

City Manager's Report. City Manager Breland updated Council on the progress of refilling Mineral Wells pond, announced that non-emergency city offices will be closed July 4, mulch is available at Liberty Lake, compost is available at Summit View Cemetery, sales tax survey is online at www.cityofguthrie.com, and also thanked Oklahoma Department of Transportation for requesting to be annexed and for the future installation of signal lights at Highway 33 and Interstate 35.

Requests/comments from members of the City Council. Updated the community on events happening in Guthrie.

Executive Session. No action was taken.

Consideration of action regarding properties at 111 S. 2nd Street and 300 W. Harrison. No action was taken.

Adjourn. There being no further business for the Guthrie City Council, Mayor Spradlin declared the meeting adjourned at 7:12 p.m.

Kim Biggs, City Clerk

Mark Spradlin, Mayor

MINUTES

CITY COUNCIL RETREAT

June 17, 2014

The special meeting of the sixty-second City Council of Guthrie, Oklahoma was posted on Friday, June 13, 2014 before 5:00 p.m. and held June 17, 2014 at Langston University Police Department in Langston, Oklahoma.

Mayor Mark Spradlin called the meeting to order at 9:11 a.m.

Members Present: Mark Spradlin John Wood Gaylord Z. Thomas
 Sharyl Padgett Mary Coffin Jeff Taylor

Members Absent: Trey Ayers

Staff Present: Sereniah Breland Kim Biggs Randel Shadid

Facilitator: Ron Duggins, Meridian Technology Center

Mayor Spradlin declared a quorum with six (6) Councilmembers in attendance.

Discussion of City Operations.

1. City Facilities: Future of Excelsior building will be considered by the Park Board in July, 2014. Add agenda item "facilities" to Council Workshop on July 1, 2014.
2. At Large Council Membership – Potential Charter Election: Mayor reviewed current process as written in the City Charter which allows for a fair representation of all citizens.
3. Sales Tax Campaign: City Attorney Shadid reminded Council that tax payer monies can only be used for educational purposes. City Manager Breland reviewed the current frequently asked questions flyer about sales tax. Council recommended staff to develop a similar flyer addressing the county sales tax. Ballot language will be included in the August newsletter. Council recommended holding a Town Hall meeting hosted by the Chamber of Commerce.
4. Impoundment Fee: City Manager Breland reviewed the current process. Mayor Spradlin recommended using the revenue from this fee towards the purchase of police vehicles. Council asked City Manager Breland to confirm that the impoundment process follows state law.
5. Budget Process: City Manager Breland reviewed the FY 15 Budget Calendar.
6. Legal Advisement: City Attorney Shadid updated Council on all pending litigation.

7. Update on M&S financial status: City Manager Breland reviewed the financial status report related to Mumford & Sons and stated that a Downtown Improvement Project update was scheduled to be heard later today during the council workshop.
8. Chamber of Commerce: Discussion was held about the amount of time the Chamber of Commerce commits to the Convention and Visitors Bureau (CVB), the CVB's financial support to The Arts in Guthrie via City funds, the 5% administration fee collected by the City, the CVB's budget shortfalls and amount of annual budget, and the steady increase of Hotel/Motel Funds over the past three years.
9. Bond Election – GAPS (Convention Center, Sports Complex, Splash Pad, Dog Park, Disc Golf, etc.): City Manager Breland stated that developing a bond election plan will take at least one year to complete. At this time, the sales tax campaign takes priority.

Goals/Vision for Community and Strategic Plan. City Council discussed their visions, values, goals and accomplishments for the upcoming fiscal year and goals to be accomplished in the next three to five years.

Mayor's Update. Mayor Spradlin encouraged council members to respond to questions from constituents rather than notifying the City Manager. City Attorney Shadid reminded Council that city operations is handled through the City Manager and City Attorney.

Adjourn. There being no further business for the Guthrie City Council, Mayor Spradlin declared the meeting adjourned at 1:23 p.m.

Kim Biggs, City Clerk

Mark Spradlin, Mayor



Agenda Item Cover Letter

Meeting	Date of Meeting	Contact
<input checked="" type="checkbox"/> City Council	July 15, 2014	Kim Biggs
<input type="checkbox"/> GPWA		City Clerk/Treasurer
<input type="checkbox"/> Other: _____		

Agenda Item

Consider approval of Change Order No. 2 increasing the AMR/AMI Project by \$101,793 due to different quantities and sizes of water meters originally ordered and extending the contract with Utility Technology Services, Inc. (UTS) for thirty (30) days expiring August 18, 2014.

Summary

Professional Meters, Inc., the contractor working for UTS, took inventory of all meters in the ground documenting the different meter sizes, lay lengths, and undocumented meters. Line Maintenance expected the quantity of meter sizes to be different than originally ordered due to the age of the system and condition of meter pits. The meters initially purchased based on City records will be returned for credit when the project is completed. The amount of the credit is not known at this time. The original loan amount for this project was for \$1,200,000. The contract was awarded to UTS in the amount of \$1,154,915, leaving \$45,085 remaining in original loan amount to cover this change order. Staff proposes using the OKC Waterline Fund to pay the remaining balance of \$56,708. The OKC Waterline Trust Agreement through its Amendments allows the Authority to use funds for capital improvements to the water supply, storage, treatment and distribution system and the sanitary sewer collection and treatment system.

Funding Expected	<input type="checkbox"/> Revenue	<input checked="" type="checkbox"/> Expenditure	<input type="checkbox"/> N/A
Budgeted	<input checked="" type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> N/A
Account Number	Loan Proceeds	Amount	\$45,085
	<u>OKC Waterline Fund</u>		<u>\$56,708</u>

Supporting documents attached:

- Change Order No. 2

Recommendation

Approve Change Order No. 2 increasing the AMR/AMI Project by \$101,793 and extending the contract with Utility Technology Services, Inc. (UTS) for thirty (30) days expiring August 18, 2014.

Action Needed Public Hearing Motion Emergency Clause

CHANGE ORDER NO. 2

The undersigned agree as follows:

1. The purpose of this Change Order is to amend the terms of the agreement between City of Guthrie ("Owner") and Utility Technology Services, Inc. ("Distributor") dated November 19, 2013 including all approved amendments (the "Agreement").
2. Proposed Changes to the Project:

S100996566.001	2/27/2014	PO# AMI PROJECT ADDITION	\$2,834.95
S101002493.001	3/5/2014	PO# Additional Product	\$4,050.00
S101006273.001	3/10/2014	PO# AMI-2" 10"	\$6,250.00
S100993453.002	3/12/2014	PO# AMI PROJECT	\$390.00
S100998898.001	3/12/2014	PO# AMI PROJECT	\$2,600.00
S101015713.001	3/20/2014	PO# CHARLIE	\$12,500.00
S101011686.001	3/28/2014	PO# VERBAL	\$6,376.92
S101005252.001	4/2/2014	PO# CHARLIE	\$8,414.56
S101022209.001	4/14/2014	PO# VERBAL	\$8,414.82
S101048515.002	4/24/2014	PO# CHARLIE	\$3,872.00
S101012486.001	4/30/2014	PO# VERBAL	\$8,100.00
S101022202.002	4/30/2014	PO# VERBAL	\$9,306.00
S101043975.002	4/30/2014	PO# VERBAL	\$8,178.00
S101043975.003	5/8/2014	PO# VERBAL	\$1,154.00
S101008875.001	5/13/2014	PO# CHARLIE	\$30,000.00
S101069117.001	5/21/2014	PO# VERBAL	\$1,950.00
S101109254.001	6/20/2014	PO# AMI PROJECT JASON	\$76.95

\$114,468.20

Bal of Loan Funds -12,676.00

\$101,792.20

3. The Contract Price Prior to this Change Order was \$ _____.
4. The new Contract Price including this Change Order shall be \$ _____.
5. The Schedule of Work shall be increased by _____ days/months (circle one).
6. The following documents, if any, are included as attachments to this Change Order:
7. All other terms and conditions in the Agreement remain in full force and effect.

Dated this ___ day of _____, 20__

City of Guthrie

Utility Technology Services, Inc.

By: _____

By: _____

Its: _____

Its: _____

Date: _____

Date: _____



Agenda Item Cover Letter

Meeting
X City Council
GPWA
Other:

Date of Meeting
July 15, 2014

Contact
Jim Ahlgren,
Director of Human
Resources

Agenda Item

Consider approval of service weapon to be provided as a token of appreciation to Chief Damon Devereaux for 22 plus years of faithful service to The City of Guthrie.

Summary

The City of Guthrie issued a firearm to Damon Devereaux while he was employed with the City of Guthrie. Damon Devereaux as expressed an interest in keeping it. The request was expressed to the City Manager as well as the City Attorney. Staff recommends providing the firearm as an appreciation to Damon Devereaux for his 22 plus years of faithful service to the City of Guthrie.

Funding Expected Revenue Expenditure X N/A
Budgeted Yes No X N/A
Account Number Amount
Legal Review N/A Required Completed Date:

Supporting documents attached

- None

Recommendation

Approve donation of firearm to Chief Devereaux as an expression of appreciation for service.

Action Needed Public Hearing X Motion Emergency Clause



Agenda Item Cover Letter

Meeting	Date of Meeting	Contact
<input checked="" type="checkbox"/> City Council	July 15, 2014	Damon R. Devereaux
<input type="checkbox"/> GPWA		Chief of Police
<input type="checkbox"/> Other: _____		

Agenda Item

Consider approval of the School Resource Officer (SRO) Agreement between the City of Guthrie and Guthrie Public School District.

Summary

The agreement is intended for the City of Guthrie in partnership with the Guthrie Public School District to provide two School Resource Officers, in addition to the current City of Guthrie SRO, to assist in maintaining a safe and secure environment at for public schools. The agreement is based on one calendar year and has the option to be renewed annually. The proposed amount paid by the Guthrie Public School District is in the amount of \$32,000.00 per officer. This amount represents the nine (9) months school is in session. The costs associated with expected salary and all applicable benefits and premium expenses are based on the 2014 salary and benefit expenses of the SRO. During the non contract days, the designated officers will be added to patrol and/or code enforcement for the City of Guthrie. The City will provide vehicles for the officers, but does not intend on adding to the current fleet.

Funding Expected	<input checked="" type="checkbox"/> Revenue	<input checked="" type="checkbox"/> Expenditure	<input type="checkbox"/> N/A
Budgeted	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
Account Number	<u>01-00-00-5473</u>	Amount	<u>Rev – \$64,000 to General Fund annually</u>

Supporting documents attached

- SRO Agreement

Recommendation

Approve the School Resource Officer Agreement between City of Guthrie and Guthrie Public School District

Action Needed	<input type="checkbox"/> Public Hearing	<input checked="" type="checkbox"/> Motion	<input type="checkbox"/> Emergency Clause
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AGREEMENT

This agreement made and entered into this 15 day of July, 2014 by and between the City of Guthrie, Oklahoma, a municipal corporation, hereinafter referred to as the "City", and the Guthrie School District of Logan County, Oklahoma, hereinafter referred to as "District", WITNESSETH.

PURPOSE: The purpose of this agreement is to provide for the increased safety and security of the public schools of the District through the placement of a police officer in said schools.

ADMINISTRATION: This agreement shall be administered by the City Manager and the Chief of Police with input from the District administration. These representatives shall be responsible for administering this agreement and shall have the authority to determine the duties to be performed by the officer and the resolution of the disputes. The City Manager and the Chief of Police of the City shall receive from the District periodic recommendations and suggestions as to needs of the District. These recommendations shall be submitted by the Superintendent of Schools for the District.

TERM OF AGREEMENT: This agreement shall be in effect as of the date the agreement is signed by both parties for a period of one calendar year and may be renewed on an annual basis.

AGENCY REPRESENTATIVES: The parties will develop procedures for ongoing meetings and will, at least annually, review and if necessary, recommend any changes.

MODIFICATION OF AGREEMENT: Modification of this agreement shall be made only by consent of both parties. Such shall be made with the same formalities as were followed in this agreement and shall include a written document setting forth the modifications signed by the parties.

QUALIFICATIONS: The officer shall be a duly certified police officer of the City and shall perform those tasks and duties delineated in the schedule of duties as approved by the administrators. City agrees and guarantees that police officer will be, at all time, certified Peace Officer for the State of Oklahoma and meet all requirements as set forth by the Oklahoma Council on Law Enforcement Education and Training, the City of Guthrie, Oklahoma and as may be required by law. City warrants to District that police officer is fully trained in the proper and appropriate law enforcement use of all equipment issued to or allowed by City for use by police officers, including, but not limited to, any weapons or equipment designed to or capable of causing harm to persons or property.

DUTIES OF SCHOOL RESOURCE OFFICERS:

The SRO's duties will include, but not be limited to, the following:

- A. To be an extension of the principal's office for assignments consistent with this Agreement.
- B. To be a visible, active law enforcement figure on campus dealing with law enforcement matters and school code violations originating on the assigned campus.

- C. To act as the designee of the campus administrator in maintaining the physical plant of the assigned campus to provide a safe environment as to law enforcement matters and school code violations. This includes building(s), grounds, parking lot(s), lockers and other public school property.
- D. To provide a classroom resource for law education using approved materials.
- E. To be a resource for students which will enable them to be associated with a law enforcement figure in the students' environment.
- F. To be a resource for teachers, parents and students for conferences on an individual basis dealing with individual problems or questions, particularly in the area of substance control.
- G. To make appearances before site councils, parent groups, and other groups associated with the campus and as a speaker on a variety of requested topics, particularly drug and alcohol abuse.
- H. The SRO will not be involved in ordinary school discipline, UNLESS; it pertains to preventing a potential disruption and/or climate that places students at risk of harm. Disciplining students is a School District responsibility, and only when the principal and the SRO agree that the SRO's assistance is needed to maintain a safe and proper school environment would the principal request SRO involvement.
- I. If the principal believes that in a given situation or incident there is a law violation, the principal may request SRO involvement.
- J. All law enforcement agencies requesting to conduct formal police interviews, interrogations, and arrests of any student should be referred to the campus SRO.
- K. The SRO will be familiar with helpful community agencies, such as mental health clinics, drug treatment centers, etc., that offer assistance to dependency-and delinquency-prone youths and their families. Referrals will be made when necessary.
- L. The SRO and the principal will develop plans and strategies to prevent and/or minimize dangerous situations which might result in student unrest.
- M. The SRO is first and foremost a law enforcement officer. This fact must be constantly reinforced.
- N. The SRO may be asked to provide community wide crime prevention presentations that include, but are not limited to:
 - Drugs and the law – Adult and juvenile;
 - Alcohol and the law – Adult and juvenile;
 - Sexual assault prevention;
 - Safety programs – Adult and juvenile;
 - Assistance in other crime prevention programs as assigned.

- O. The SROs will wear approved department uniform, formal business attire or business casual with appropriate logos and name badges depending on the time of the school year, the type of school activity or program, and the requests of the school and/or police department. The Chief of Police and the principal shall jointly set expectations and resolve any disputes in this area.
- P. The SROs will wear their department authorized duty weapons in accordance with department policy.

ACCESS TO EDUCATION RECORDS:

- A. School officials shall allow SROs to inspect and copy any public records maintained by the school to the extent allowed by law.
- B. If confidential student records information is needed by an SRO, the information may be released only as allowed by law.

EMPLOYMENT OF SCHOOL RESOURCE OFFICERS:

- A. The SROs shall be employees of the Police Department and shall be subject to the administration, supervision and control of the Police Department.
- B. The SROs shall be subject to all personnel policies and practices of the Police Department except as such policies or practices may be modified by the terms and conditions of this Agreement.
- C. The Police Department, in its sole discretion, shall have the power and authority to hire, discharge, and discipline SROs.
- D. A joint committee composed of representatives of the Police Department and the School District shall make recommendations for the SRO positions to the Chief of Police who shall assign such officers. If a principal is dissatisfied with an SRO who has been assigned to that principal's school, then that principal may request that the Chief of Police assign a different officer as the SRO for that school.
- E. The parties shall agree in writing how many SROs will be employed during any school year.

FUNDING: In consideration for the City's assignment of a School Resource Officer in accordance with the program outlined in this agreement, the District agrees to pay the sum of \$32,000.00 per officer. This amount represents the nine (9) months school is in session. The costs associated with expected salary and all applicable benefits and premium expenses are based on the 2014 salary and benefit expenses of the SRO. The City will invoice the District one-half of the annual sum in January and the second half in April. Upon renewal of this agreement funding in successive years shall be an amount as calculated above. Prior to the start of each school year, the City shall calculate the cost for the next year in accordance with this paragraph and provide notice of such to the District 45 days prior to the first day of school. Such amount shall be the new payment amount for the agreement unless the District chooses to terminate this agreement as provided below.

LIABILITY: City agrees that it shall be responsible for any liability arising from the actions of the officer in the same manner and to the same extent as it has liability for the actions of any police officer. Each party shall assume and be responsible for any liability or the costs of litigation arising from actions of its own employees.

TERMINATION: This agreement shall be subject to termination upon written notification by either party upon sixty (60) days notice.

WITNESS OUR HANDS the day and year first above written:

“City”

By:

Mayor, City of Guthrie

Date

Attest:

City Clerk, City of Guthrie

“District”

By:

President, Board of Education
Guthrie Public Schools

Date

Attest:

Clerk of the Board of Education
Guthrie Public Schools



Agenda Item Cover Letter

Meeting

City Council
 GPWA
 Other: _____

Date of Meeting

July 15, 2014

Contact

Justin Heid,
 Airport Manager

Agenda Item

Consider approval to award RFQ No. 2014-05, Airport Engineering Consultant, to CEC Infrastructure Solutions for the Guthrie-Edmond Regional Airport.

Summary

FAA requires qualification-based selections procedures for the selections of firms to perform architectural and engineering services; requiring that a contract for A/E services be awarded pursuant to a fair and open selection process. This RFQ asked for interest from those type firms.

The RFQ notice was published in the Guthrie News Leader on May 10th and May 17th, 2014. The RFQ was also sent to the following firms based on researched expertise in the area: CEC, Delta, Garver, Lochner, and PEC Engineering firms. The RFQ submissions received by June 3rd, 2014 were from the following companies: CEC, Comprehensive, Delta, Garver, Lochner, and PEC Engineering firms.

The Engineering Selection Committee was formed by the GERA Advisory Board, made up of Joe Underwood, Gale Braden, Richard Geib, and Sereniah Breland. Three engineering firms were selected for interviews based on the submissions received. On June 13th the Selection Committee held interviews with three selected candidates: CEC, Garver and Lochner. The committee rated each of the firms with CEC Infrastructure Solutions being the highest. The Guthrie-Edmond Regional Airport Board Recommends the findings of the Engineering Selection committee for approval.

Funding Expected	_____ Revenue	_____ Expenditure	<u> x </u> N/A
Budgeted	_____ Yes	_____ No	<u> x </u> N/A
Account Number	<u> N/A </u>	Amount	<u> N/A </u>
Legal Review	<u> x </u> N/A	_____ Required	Completed Date: _____

Supporting documents attached

- Summary of Interview Evaluation
- CEC Contract

Recommendation

Award RFQ No. 2014-05, Airport Engineering Consultant, to CEC Infrastructure.

Action Needed _____ Public Hearing x Motion _____ Emergency Clause

**GERA CONSULTING ENGINEER SELECTION
SUMMARY OF INTERVIEW EVALUATIONS
RFQ #2014-05**

Summary of Interview Evaluation

The Selection Committee met at the airport on Friday, June 13, 2014 to conduct, discuss and review the interviews of the three firms chosen as the short list for the Airport Engineer Consultant. Based on the submittals and the interviews from each firm, it is the committee's assessment that any of the three firms are capable of completing the work outlined in the scope of work presented.

Using the scoring method of 1 through 10 per weighted question with ten questions totaling 100%, highest score being the best, the ranking agreed upon by the committee is as follows:

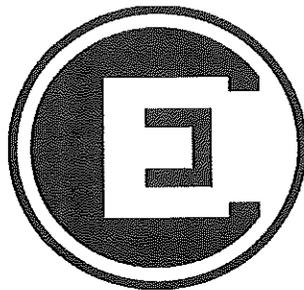
- | | | |
|---------------------------------|---|--------|
| 1. CEC Infrastructure Solutions | - | 88.18% |
| 2. Garver Engineering, Inc. | - | 78.58% |
| 3. Lochner Engineering | - | 84.20% |

Committee members were Airport Board Members: Joe Underwood, Gale Braden and Richard Geib, and the Guthrie City Manager Sereniah Breland.

**STANDARD FORM OF AGREEMENT
BETWEEN OWNER AND ENGINEER
FOR PROFESSIONAL SERVICES**

THE CITY OF GUTHRIE

AND



CEC
infrastructure solutions

**GUTHRIE EDMOND REGIONAL
AIRPORT**

Airport Consulting Services
June 2014

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STANDARD FORM OF AGREEMENT
BETWEEN OWNER AND ENGINEER
FOR
PROFESSIONAL SERVICES

THIS IS AN AGREEMENT effective as of _____, 2013 (“Effective Date”) between **The City of Guthrie 101 N. 2nd Street Guthrie, Oklahoma 73044** (“OWNER”) and **CEC Corporation 4555 West Memorial Road Oklahoma City, Oklahoma 73142-2013** (“ENGINEER”). OWNER intends to obtain improvements at Guthrie Edmond Regional Airport as designated by the Owner. (“Project”).

OWNER and ENGINEER in consideration of their mutual covenants as set forth herein agree as follows: The ENGINEER shall furnish the following services for Guthrie Edmond Regional Airport:

Grant Administration, CIP’s, DBE Programs, Pavement Evaluation, Field Survey, Obstruction Survey, Testing, Construction Inspection and Administration, Airport Layout Plans, Land Acquisition, Construction Plans and Specifications for: Airfield Lighting & Signs, New Airfield Paving, NAVAID Installation, Pavement Rehabilitation, Access Roads and Parking Lots, Hangars, Terminal Building, Other Airfield Buildings, Perimeter Fencing and Gates, Grading and Drainage Improvements, and any other improvements deemed necessary by the City.

Subsequent projects may be added to this Agreement by Amendments approved by the OWNER.

ARTICLE 1 - SERVICES OF ENGINEER

1.01 Scope

A. ENGINEER shall provide the Basic and Additional Services set forth herein and in Exhibit A.

B. Upon this Agreement becoming effective, ENGINEER is authorized to begin Basic Services as set forth in Exhibit A.

C. If authorized by OWNER, ENGINEER shall furnish Resident Project Representative(s) with duties, responsibilities and limitations of authority as set forth in Exhibit D.

ARTICLE 2 - OWNER'S RESPONSIBILITIES

2.01 General

A. OWNER shall have the responsibilities set forth herein and in Exhibit B.

ARTICLE 3 - TIMES FOR RENDERING SERVICES

3.01 General

A. ENGINEER's services and compensation under this Agreement have been agreed to in anticipation of the orderly and continuous progress of the Project through completion. Unless specific periods of time or specific dates for providing services are specified in this Agreement, ENGINEER's obligation to render services hereunder will be for a period which may reasonably be required for the completion of said services.

B. If in this Agreement specific periods of time for rendering services are set forth or specific dates by which services are to be completed are provided, and if such periods of time or dates are changed through no fault of ENGINEER, the rates and amounts of compensation provided for herein shall be subject to equitable adjustment. If OWNER has requested changes in the scope, extent, or character of the Project, the time of performance of ENGINEER's services shall be adjusted equitably.

C. For purposes of this Agreement the term "day" means a calendar day of 24 hours.

3.02 Suspension

A. If OWNER fails to give prompt written authorization to proceed with any phase of services after completion of the immediately preceding phase, or if ENGINEER's services are delayed through no fault of ENGINEER, ENGINEER may, after giving seven days written notice to OWNER, suspend services under this Agreement.

B. If ENGINEER's services are delayed or suspended in whole or in part by OWNER, or if ENGINEER's services are extended by Contractor's actions or inactions for more than 90 days through no fault of ENGINEER, ENGINEER shall be entitled to equitable adjustment of rates and amounts of compensation provided for elsewhere in this Agreement to reflect, reasonable costs incurred by ENGINEER in connection with, among other things, such delay or suspension and reactivation and the fact that the time for performance under this Agreement has been revised.

ARTICLE 4 - PAYMENTS TO ENGINEER

4.01 Methods of Payment for Services and Reimbursable Expenses of ENGINEER

A. *For Basic Services.* OWNER shall pay ENGINEER for Basic Services performed or furnished under Exhibit A, Part 1, as set forth in Exhibit C.

B. *For Additional Services.* OWNER shall pay ENGINEER for Additional Services performed or furnished under Exhibit A, Part 2, as set forth in Exhibit C.

C. *For Reimbursable Expenses.* In addition to payments provided for in paragraphs 4.01.A and 4.01.B, OWNER shall pay ENGINEER for Reimbursable Expenses incurred by ENGINEER and ENGINEER's Consultants as set forth in Exhibit C.

4.02 Other Provisions Concerning Payments

A. *Preparation of Invoices.* Invoices will be prepared in accordance with ENGINEER's standard invoicing practices and will be submitted to OWNER by ENGINEER, unless otherwise agreed. The amount billed in each invoice will be calculated as set forth in Exhibit C.

B. *Payment of Invoices. (See Exhibit J.)*

C. *Disputed Invoices.* In the event of a disputed or contested invoice, only that portion so contested may be withheld from payment, and the undisputed portion will be paid.

D. *Payments Upon Termination.*

1. In the event of any termination under paragraph 6.06, ENGINEER will be entitled to invoice OWNER and will be paid in accordance with Exhibit C for all services performed or furnished and all Reimbursable Expenses incurred through the effective date of termination using rates for Additional Services set forth in Exhibit C.

2. In the event of termination by OWNER for convenience or by ENGINEER for cause, ENGINEER, in addition to invoicing for those items identified in subparagraph 4.02.D.1, shall be entitled to invoice OWNER and shall be paid a reasonable amount for services and expenses directly attributable to termination, both before and after the effective date of termination, such as reassignment of personnel, costs of terminating contracts with ENGINEER's Consultants, and other related close-out costs, using rates for Additional Services as set forth in Exhibit C.

E. *Records of ENGINEER's Costs.* Records of ENGINEER's costs pertinent to ENGINEER's compensation under this Agreement shall be kept in accordance with generally accepted accounting practices. To the extent necessary to verify ENGINEER's charges and upon OWNER's timely request, copies of such records will be made available to OWNER at cost.

F. *Legislative Actions.* In the event of legislative actions after the Effective Date of the Agreement by any level of government that impose taxes, fees, or costs on ENGINEER's services or other costs in connection with this Project or compensation therefore, such new taxes, fees, or costs shall be invoiced to and paid by OWNER as a Reimbursable Expense to which a Factor of 1.0 shall be applied. Should such taxes, fees, or costs be imposed, they shall be in addition to ENGINEER's estimated total compensation.

ARTICLE 5 - OPINIONS OF COST

5.01 Opinions of Probable Construction Cost

A. ENGINEER's opinions of probable Construction Cost provided for herein are to be made on the basis of ENGINEER's experience and qualifications and represent ENGINEER's best judgment as an experienced and qualified professional generally familiar with the industry. However, since ENGINEER has no control over the cost of labor, materials, equipment, or services furnished by others, or over the Contractor's methods of determining prices, or over

competitive bidding or market conditions, ENGINEER cannot and does not guarantee that proposals, bids, or actual Construction Cost will not vary from opinions of probable Construction Cost prepared by ENGINEER. If OWNER wishes greater assurance as to probable Construction Cost, OWNER shall employ an independent cost estimator as provided in Exhibit B.

5.02 Designing to Construction Cost Limit (See Exhibit J)

5.03 Opinions of Total Project Costs

A. ENGINEER assumes no responsibility for the accuracy of opinions of Total Project Costs.

ARTICLE 6 - GENERAL CONSIDERATIONS

6.01 Standards of Performance

A. The standard of care for all professional engineering and related services performed or furnished by ENGINEER under this Agreement will be the care and skill ordinarily used by members of ENGINEER's profession practicing under similar circumstances at the same time and in the same locality. ENGINEER makes no warranties, express or implied, under this Agreement or otherwise, in connection with ENGINEER's services.

B. ENGINEER shall be responsible for the technical accuracy of its services and documents resulting there from, and OWNER shall not be responsible for discovering deficiencies therein. ENGINEER shall correct such deficiencies without additional compensation except to the extent such action is directly attributable to deficiencies in OWNER-furnished information.

C. ENGINEER shall perform or furnish professional engineering and related services in all phases of the Project to which this Agreement applies. ENGINEER shall serve as OWNER's prime professional for the Project. ENGINEER may employ such ENGINEER's Consultants as ENGINEER deems necessary to assist in the performance or furnishing of the services. ENGINEER shall not be required to employ any ENGINEER's Consultant unacceptable to ENGINEER.

D. ENGINEER and OWNER shall comply with applicable Laws or Regulations and OWNER-mandated standards. This Agreement is based on these requirements as of its Effective Date. Changes to these requirements after the Effective Date of this Agreement may be the basis for modifications to OWNER's responsibilities or to ENGINEER's scope of services, times of performance, or compensation.

E. OWNER shall be responsible for, and ENGINEER may rely upon, the accuracy and completeness of all requirements, programs, instructions, reports, data, and other information furnished by OWNER to ENGINEER pursuant to this Agreement. ENGINEER may use such requirements, reports, data, and information in performing or furnishing services under this Agreement.

F. OWNER shall make decisions and carry out its other responsibilities in a timely manner and shall bear all costs incident thereto so as not to delay the services of ENGINEER.

G. Prior to the commencement of the Construction Phase, OWNER shall notify ENGINEER of any variations from the language indicated in Exhibit E, "Notice of Acceptability of Work," or of any other notice or certification that ENGINEER will be requested to provide to OWNER or third parties in connection with the Project. OWNER and ENGINEER shall reach agreement on the terms of any such requested notice or certification, and OWNER shall authorize such Additional Services as are necessary to enable ENGINEER to provide the notices or certifications requested.

H. ENGINEER shall not be required to sign any documents, no matter by whom requested, that would result in the ENGINEER's having to certify, guarantee or warrant the existence of conditions whose existence the ENGINEER cannot ascertain. OWNER agrees not to make resolution of any dispute with the ENGINEER or payment of any amount due to the ENGINEER in any way contingent upon the ENGINEER's signing any such certification.

I. During the Construction Phase, ENGINEER shall not supervise, direct, or have control over Contractor's work, nor shall ENGINEER have authority over or responsibility for the means, methods, techniques, sequences, or procedures of construction selected by Contractor, for safety precautions and programs incident to the Contractor's work in progress, nor for any failure of Contractor to comply with Laws and Regulations applicable to Contractor's furnishing and performing the Work.

J. ENGINEER neither guarantees the performance of any Contractor nor assumes responsibility for any Contractor's failure to furnish and perform the Work in accordance with the Contract Documents.

K. ENGINEER shall not be responsible for the acts or omissions of any Contractor(s), subcontractor or supplier, or of any of the Contractor's agents or employees or any other persons (except ENGINEER's own employees) at the Site or otherwise furnishing or performing any of the Contractor's work; or for any decision made on interpretations or

clarifications of the Contract Documents given by OWNER without consultation and advice of ENGINEER.

L. The General Conditions for any construction contract documents prepared hereunder are to be (See **Exhibit J.**)

M. The Owner, Federal Aviation Administration, Comptroller General of the United States or any of their duly authorized representatives shall have access to any books, documents, papers and records of the Engineer which are directly pertinent to a specific grant program for the purpose of making audit, examination, excerpts and transcriptions. The Engineer shall maintain all required records for three years after Owner makes final payment and all pending matters are cleared.

6.02 Authorized Project Representatives

A. Contemporaneous with the execution of this Agreement, ENGINEER and OWNER shall designate specific individuals to act as ENGINEER's and OWNER's representatives with respect to the services to be performed or furnished by ENGINEER and responsibilities of OWNER under this Agreement. Such individuals shall have authority to transmit instructions, receive information, and render decisions relative to the Project on behalf of each respective party.

6.03 Design without Construction Phase Services

A. Should OWNER provide Construction Phase services with either OWNER's representatives or a third party, ENGINEER's Basic Services under this Agreement will be considered to be completed upon completion of the Final Design Phase or Bidding or Negotiating Phase as outlined in Exhibit A.

B. It is understood and agreed that if ENGINEER's Basic Services under this Agreement do not include Project observation, or review of the Contractor's performance, or any other Construction Phase services, and that such services will be provided by OWNER, then OWNER assumes all responsibility for interpretation of the Contract Documents and for construction observation or review and waives any claims against the ENGINEER that may be in any way connected thereto.

6.04 Use of Documents

A. (See **Exhibit J.**)

B. Copies of OWNER-furnished data that may be relied upon by ENGINEER are limited to the printed copies (also known as hard copies) that are delivered to the ENGINEER

pursuant to Exhibit B. Files in electronic media format of text, data, graphics, or of other types that are furnished by OWNER to ENGINEER are only for convenience of ENGINEER. Any conclusion or information obtained or derived from such electronic files will be at the user's sole risk.

C. Copies of Documents that may be relied upon by OWNER are limited to the printed copies (also known as hard copies) that are signed or sealed by the ENGINEER. Files in electronic media format of text, data, graphics, CAD files, or of other types that are furnished by ENGINEER to OWNER upon request, are only for convenience of OWNER. Any conclusion or information obtained or derived from such electronic files will be at the user's sole risk.

D. Because data stored in electronic media format can deteriorate or be modified inadvertently or otherwise without authorization of the data's creator, the party receiving electronic files agrees that it will perform acceptance tests or procedures within 60 days, after which the receiving party shall be deemed to have accepted the data thus transferred. Any errors detected within the 60-day acceptance period will be corrected by the party delivering the electronic files. ENGINEER shall not be responsible to maintain documents stored in electronic media format after acceptance by OWNER.

E. When transferring documents in electronic media format, ENGINEER makes no representations as to long term compatibility, usability, or readability of documents resulting from the use of software application packages, operating systems, or computer hardware differing from those used by ENGINEER at the beginning of this Project.

F. OWNER may make and retain copies of Documents for information and reference in connection with use on the Project by OWNER. Such Documents are not intended or represented to be suitable for reuse by OWNER or others on extensions of the Project or on any other project. Any such reuse or modification without written verification or adaptation by ENGINEER, as appropriate for the specific purpose intended, will be at OWNER's sole risk and without liability or legal exposure to ENGINEER or to ENGINEER's Consultants. OWNER shall indemnify and hold harmless ENGINEER and ENGINEER's Consultants from all claims, damages, losses, and expenses, including attorneys' fees arising out of or resulting there from.

G. If there is a discrepancy between the electronic files and the hard copies, the hard copies govern.

H. Any verification or adaptation of the Documents for extensions of the Project or for any other project will entitle

ENGINEER to further compensation at rates to be agreed upon by OWNER and ENGINEER.

6.05 Insurance

A. ENGINEER shall procure and maintain insurance as set forth in Exhibit G, "Insurance."

B. (See Exhibit J)

C. OWNER shall require Contractor to purchase and maintain general liability and other insurance as specified in the Contract Documents and to cause ENGINEER and ENGINEER's Consultants to be listed as additional insureds with respect to such liability and other insurance purchased and maintained by Contractor for the Project

D. OWNER and ENGINEER shall each deliver to the other certificates of insurance evidencing the coverages indicated in Exhibit G. Such certificates shall be furnished prior to commencement of ENGINEER's services and at renewals thereafter during the life of the Agreement.

E. (See Exhibit J)

F. At any time, OWNER may request that ENGINEER, at OWNER's sole expense, provide additional insurance coverage, increased limits, or revised deductibles that are more protective than those specified in Exhibit F. If so requested by OWNER, with the concurrence of ENGINEER, and if commercially available, ENGINEER shall obtain and shall require ENGINEER's Consultants to obtain such additional insurance coverage, different limits, or revised deductibles for such periods of time as requested by OWNER, and Exhibit G will be supplemented to incorporate these requirements.

6.06 Termination

A. The obligation to provide further services under this Agreement may be terminated:

1. *For cause,*

a. By either party upon 30 days written notice in the event of substantial failure by the other party to perform in accordance with the terms hereof through no fault of the terminating party.

b. (See Exhibit J)

c. Notwithstanding the foregoing, this Agreement will not terminate as a result of such substantial failure if the party receiving such notice begins, within seven days of receipt of such notice, to correct its failure to perform and proceeds

diligently to cure such failure within no more than 30 days of receipt thereof; provided, however, that if and to the extent such substantial failure cannot be reasonably cured within such 30 day period, and if such party has diligently attempted to cure the same and thereafter continues diligently to cure the same, then the cure period provided for herein shall extend up to, but in no case more than, 60 days after the date of receipt of the notice.

2. *For convenience,*

a. By OWNER effective upon the receipt of notice by ENGINEER.

B. The terminating party under paragraphs 6.06.A.1 or 6.06.A.2 may set the effective date of termination at a time up to 30 days later than otherwise provided to allow ENGINEER to demobilize personnel and equipment from the Site, to complete tasks whose value would otherwise be lost, to prepare notes as to the status of completed and uncompleted tasks, and to assemble Project materials in orderly files.

6.07 Controlling Law

A. This Agreement is to be governed by the law of the state in which the Project is located.

6.08 Successors, Assigns, and Beneficiaries

A. OWNER and ENGINEER each is hereby bound and the partners, successors, executors, administrators and legal representatives of OWNER and ENGINEER (and to the extent permitted by paragraph 6.08.B the assigns of OWNER and ENGINEER) are hereby bound to the other party to this Agreement and to the partners, successors, executors, administrators and legal representatives (and said assigns) of such other party, in respect of all covenants, agreements and obligations of this Agreement.

B. Neither OWNER nor ENGINEER may assign, sublet, or transfer any rights under or interest (including, but without limitation, moneys that are due or may become due) in this Agreement without the written consent of the other, except to the extent that any assignment, subletting, or transfer is mandated or restricted by law. Unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under this Agreement.

C. Unless expressly provided otherwise in this Agreement:

1. Nothing in this Agreement shall be construed to create, impose, or give rise to any duty owed by OWNER or ENGINEER to any Contractor, Contractor's subcontractor, supplier, other individual or entity, or to any surety for or employee of any of them.

2. All duties and responsibilities undertaken pursuant to this Agreement will be for the sole and exclusive benefit of OWNER and ENGINEER and not for the benefit of any other party. The OWNER agrees that the substance of the provisions of this paragraph 6.08.C shall appear in the Contract Documents.

6.09 Dispute Resolution – Deleted (See Exhibit J)

6.10 Hazardous Environmental Condition

A. OWNER represents to Engineer that to the best of its knowledge a Hazardous Environmental Condition does not exist.

B. OWNER has disclosed to the best of its knowledge to ENGINEER the existence of all Asbestos, PCB's, Petroleum, Hazardous Waste, or Radioactive Material located at or near the Site, including type, quantity and location.

C. If a Hazardous Environmental Condition is encountered or alleged, ENGINEER shall have the obligation to notify OWNER and, to the extent of applicable Laws and Regulations, appropriate governmental officials.

D. It is acknowledged by both parties that ENGINEER's scope of services does not include any services related to a Hazardous Environmental Condition. In the event ENGINEER or any other party encounters a Hazardous Environmental Condition, ENGINEER may, at its option and without liability for consequential or any other damages, suspend performance of services on the portion of the Project affected thereby until OWNER: (i) retains appropriate specialist consultant(s) or contractor(s) to identify and, as appropriate, abate, remediate, or remove the Hazardous Environmental Condition; and (ii) warrants that the Site is in full compliance with applicable Laws and Regulations.

E. OWNER acknowledges that ENGINEER is performing professional services for OWNER and that ENGINEER is not and shall not be required to become an "arranger," "operator," "generator," or "transporter" of hazardous substances, as defined in the Comprehensive Environmental Response, Compensation, and Liability Act of 1990 (CERCLA), which are or may be encountered at or near the Site in connection with ENGINEER's activities under this Agreement.

F. If ENGINEER's services under this Agreement cannot be performed because of a Hazardous Environmental Condition, the existence of the condition shall justify ENGINEER's terminating this Agreement for cause on 30 days notice.

6.11 Allocation of Risks

A. Indemnification

1. The intent of this contract is for the Owner to acquire the professional engineering services of Engineer to perform the services called for in this contract for the project or projects described. The services are to be performed in accordance with tenable and established engineering practices. The standard of care for tenable and established engineering practices shall be the care and skill ordinarily used by members of the same profession currently practicing under similar circumstances. It is specifically agreed that a review of the work by the Owner if any, does not relieve the Engineer of its responsibility as a professional engineering consultant to prepare and provide the Owner with services performed in accordance with accepted standards and tenable engineering principles.

In no event shall Engineer assume that the Owner will review Engineer's work for errors or omissions, but rather Engineer shall assume that the work called for under this contract will not be reviewed and will provide the Owner with Documents which are in all respects ready for use in the construction of the project or such other use as may be set forth in this contract.

2. That the Engineer will be held responsible for the accuracy of engineering details and any unit, quantity or other computations related to the work to be performed and will hold and save the Owner harmless from any and all claims for damage or causes of action resulting from plan errors or omissions which amount to professional negligence on the part of the Engineer or its subcontractors. The Engineer will be held responsible for any mistakes or omissions in the work of Engineer which appear during the final review, if any, by the Owner prior to advertising for contract, during the letting process, or during the construction, and Engineer will be required to do any work on the plans necessary to correct the mistakes or omissions in the work, including submitting computations to support said corrections to plans without additional compensation. The Engineer shall be given timely written notice and the opportunity to correct any errors or omissions in plan documents. The Engineer may thereafter be held liable for any additional cost incurred by the Owner for construction or construction delays which resulted from plan errors or omissions which amount to professional negligence as defined below. Frequent

occurrence of irregularities in engineering details or quantities will be a basis for withholding future construction contracts from the Engineer. Professional negligence shall be defined as failure to conform with accepted engineering standards to include the exercise of reasonable care and professional skill in the preparation of plans, the performance of related engineering services and the conduct of work

6.12 Notices

A. Any notice required under this Agreement will be in writing, addressed to the appropriate party at its address on the signature page and given personally, or by registered or certified mail postage prepaid, or by a commercial courier service. All notices shall be effective upon the date of receipt.

6.13 Survival

A. All express representations, indemnifications, or limitations of liability included in this Agreement will survive its completion or termination for any reason.

6.14 Severability

A. Any provision or part of the Agreement held to be void or unenforceable under any Laws or Regulations shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon OWNER and ENGINEER, who agree that the Agreement shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provision.

6.15 Waiver

A. Non-enforcement of any provision by either party shall not constitute a waiver of that provision, nor shall it affect the enforceability of that provision or of the remainder of this Agreement.

6.16 Headings

A. The headings used in this Agreement are for general reference only and do not have special significance.

ARTICLE 7 - DEFINITIONS

7.01 Defined Terms

A. Wherever used in this Agreement (including the Exhibits hereto) and printed with initial or all capital

letters, the terms listed below have the meanings indicated, which are applicable to both the singular and plural thereof:

1. *Addenda*--Written or graphic instruments issued prior to the opening of Bids that clarify, correct, or change the Bidding Documents.

2. *Additional Services*--The services to be performed for or furnished to OWNER by ENGINEER in accordance with Exhibit A, Part 2 of this Agreement.

3. *Agreement*--This "Standard Form of Agreement between OWNER and ENGINEER for Professional Services," including those Exhibits listed in Article 8 hereof.

4. *Application for Payment*--The form acceptable to ENGINEER which is to be used by Contractor in requesting progress or final payments for the completion of its Work and which is to be accompanied by such supporting documentation as is required by the Contract Documents.

5. *Asbestos*--Any material that contains more than one percent asbestos and is friable or is releasing asbestos fibers into the air above current action levels established by the United States Occupational Safety and Health Administration.

6. *Basic Services*--The services to be performed for or furnished to OWNER by ENGINEER in accordance with Exhibit A, Part 1, of this Agreement.

7. *Bid*--The offer or proposal of the bidder submitted on the prescribed form setting forth the prices for the Work to be performed.

8. *Bidding Documents*--The advertisement or invitation to Bid, instructions to bidders, the Bid form and attachments, the Bid bond, if any, the proposed Contract Documents, and all Addenda, if any.

9. *Change Order*--A document recommended by ENGINEER, which is signed by Contractor and OWNER to authorize an addition, deletion or revision in the Work, or an adjustment in the Contract Price or the Contract Times, issued on or after the Effective Date of the Construction Agreement.

10. *Construction Agreement*--The written instrument that is evidence of the agreement, contained in the Contract Documents, between OWNER and Contractor covering the Work.

11. *Construction Contract*--The entire and integrated written agreement between the OWNER and Contractor concerning the Work.

12. *Construction Cost*--The cost to OWNER of those portions of the entire Project designed or specified by ENGINEER. Construction Cost does not include costs of services of ENGINEER or other design professionals and consultants, cost of land, rights-of-way, or compensation for damages to properties, or OWNER's costs for legal, accounting, insurance counseling or auditing services, or interest and financing charges incurred in connection with the Project, or the cost of other services to be provided by others to OWNER pursuant to Exhibit B of this Agreement. Construction Cost is one of the items comprising Total Project Costs.

13. *Contract Documents*--Documents that establish the rights and obligations of the parties engaged in construction and include the Construction Agreement between OWNER and Contractor, Addenda (which pertain to the Contract Documents), Contractor's Bid (including documentation accompanying the Bid and any post-Bid documentation submitted prior to the notice of award) when attached as an exhibit to the Construction Agreement, the notice to proceed, the bonds, appropriate certifications, the General Conditions, the Supplementary Conditions, the Specifications and the Drawings as the same are more specifically identified in the Construction Agreement, together with all Written Amendments, Change Orders, Work Change Directives, Field Orders, and ENGINEER's written interpretations and clarifications issued on or after the Effective Date of the Construction Agreement. Approved Shop Drawings and the reports and drawings of subsurface and physical conditions are not Contract Documents.

14. *Contract Price*--The moneys payable by OWNER to Contractor for completion of the Work in accordance with the Contract Documents and as stated in the Construction Agreement.

15. *Contract Times*--The numbers of days or the dates stated in the Construction Agreement to: (i) achieve Substantial Completion, and (ii) complete the Work so that it is ready for final payment as evidenced by ENGINEER's written recommendation of final payment.

16. *Contractor*--An individual or entity with whom OWNER enters into a Construction Agreement.

17. *Correction Period*--The time after Substantial Completion during which Contractor must correct, at no cost to OWNER, any Defective Work, normally one year after the date of Substantial Completion or such longer period of time as may be prescribed by Laws or Regulations or by the terms of any applicable special guarantee or specific provision of the Contract Documents.

18. *Defective*--An adjective which, when modifying the word Work, refers to Work that is unsatisfactory, faulty, or deficient, in that it does not conform to the Contract Documents, or does not meet the requirements of any inspection, reference standard, test, or approval referred to in the Contract Documents, or has been damaged prior to ENGINEER's recommendation of final payment.

19. *Documents*--Data, reports, Drawings, Specifications, Record Drawings, and other deliverables, whether in printed or electronic media format, provided or furnished in appropriate phases by ENGINEER to OWNER pursuant to this Agreement.

20. *Drawings*--That part of the Contract Documents prepared or approved by ENGINEER that graphically shows the scope, extent, and character of the Work to be performed by Contractor. Shop Drawings are not Drawings as so defined.

21. *Effective Date of the Construction Agreement*--The date indicated in the Construction Agreement on which it becomes effective, but if no such date is indicated, it means the date on which the Construction Agreement is signed and delivered by the last of the two parties to sign and deliver.

22. *Effective Date of the Agreement*--The date indicated in this Agreement on which it becomes effective, but if no such date is indicated, it means the date on which the Agreement is signed and delivered by the last of the two parties to sign and deliver.

23. *ENGINEER's Consultants*--Individuals or entities having a contract with ENGINEER to furnish services with respect to this Project as ENGINEER's independent professional associates, consultants, subcontractors, or vendors. The term ENGINEER includes ENGINEER's Consultants.

24. *Field Order*--A written order issued by ENGINEER which directs minor changes in the Work but which does not involve a change in the Contract Price or the Contract Times.

25. *General Conditions*--That part of the Contract Documents which sets forth terms, conditions, and procedures that govern the Work to be performed or furnished by Contractor with respect to the Project.

26. *Hazardous Environmental Condition*--The presence at the Site of Asbestos, PCB's, Petroleum, Hazardous Waste, or Radioactive Materials in such quantities or circumstances that may present a substantial danger to persons or property exposed thereto in connection with the Work.

27. *Hazardous Waste*--The term Hazardous Waste shall have the meaning provided in Section 1004 of the Solid Waste Disposal Act (42 USC Section 6903) as amended from time to time.

28. *Laws and Regulations; Laws or Regulations*--Any and all applicable laws, rules, regulations, ordinances, codes, standards, and orders of any and all governmental bodies, agencies, authorities, and courts having jurisdiction.

29. *PCB's*--Polychlorinated biphenyls.

30. *Petroleum*--Petroleum, including crude oil or any fraction thereof which is liquid at standard conditions of temperature and pressure (60 degrees Fahrenheit and 14.7 pounds per square inch absolute), such as oil, petroleum, fuel oil, oil sludge, oil refuse, gasoline, kerosene, and oil mixed with other non-Hazardous Waste and crude oils.

31. *Radioactive Materials*--Source, special nuclear, or byproduct material as defined by the Atomic Energy Act of 1954 (42 USC Section 2011 et seq.) as amended from time to time.

32. *Record Drawings*--The Drawings as issued for construction on which the ENGINEER, upon completion of the Work, has shown changes due to Addenda or Change Orders and other information that ENGINEER considers significant based on record documents furnished by Contractor to ENGINEER and which were annotated by Contractor to show changes made during construction.

33. *Reimbursable Expenses*--The expenses incurred directly by ENGINEER in connection with the performing or furnishing of Basic and Additional Services for the Project for which OWNER shall pay ENGINEER as indicated in Exhibit C.

34. *Resident Project Representative*--The authorized representative of ENGINEER, if any, assigned to assist ENGINEER at the Site during the Construction Phase. The Resident Project Representative will be ENGINEER's agent or employee and under ENGINEER's supervision. As used herein, the term Resident Project Representative includes any assistants of Resident Project Representative agreed to by OWNER. The duties and responsibilities of the Resident Project Representative are as set forth in Exhibit D.

35. *Samples*--Physical examples of materials, equipment, or workmanship that are representative of some portion of the Work and which establish the standards by which such portion of the Work will be judged.

36. *Shop Drawings*--All drawings, diagrams, illustrations, schedules, and other data or information that are specifically prepared or assembled by or for Contractor and submitted by Contractor to ENGINEER to illustrate some portion of the Work.

37. *Site*--Lands or areas indicated in the Contract Documents as being furnished by OWNER upon which the Work is to be performed, rights-of-way and easements for access thereto, and such other lands furnished by OWNER, which are designated for use of Contractor.

38. *Specifications*--That part of the Contract Documents consisting of written technical descriptions of materials, equipment, systems, standards, and workmanship as applied to the Work and certain administrative details applicable thereto.

39. *Substantial Completion*--The time at which the Work (or a specified part thereof) has progressed to the point where, in the opinion of ENGINEER, the Work (or a specified part thereof) is sufficiently complete, in accordance with the Contract Documents, so that the Work (or a specified part thereof) can be utilized for the purposes for which it is intended. The terms "substantially complete" and "substantially completed" as applied to all or part of the Work refer to Substantial Completion thereof.

40. *Supplementary Conditions*--That part of the Contract Documents, which amends or supplements the General Conditions.

41. *Total Project Costs*--The sum of the Construction Cost, allowances for contingencies, the total costs of services of ENGINEER or other design

professionals and consultants, cost of land, rights-of-way, or compensation for damages to properties, or OWNER's costs for legal, accounting, insurance counseling or auditing services, or interest and financing charges incurred in connection with the Project, or the cost of other services to be provided by others to OWNER pursuant to Exhibit B of this Agreement.

42. *Work*--The entire completed construction or the various separately identifiable parts thereof required to be provided under the Contract Documents with respect to this Project. Work includes and is the result of performing or furnishing labor, services, and documentation necessary to produce such construction and furnishing, installing, and incorporating all materials and all equipment into such construction, all as required by the Contract Documents.

43. *Work Change Directive*--A written directive to Contractor issued on or after the Effective Date of the Construction Agreement and signed by OWNER upon recommendation of the ENGINEER, ordering an addition, deletion, or revision in the Work, or responding to differing or unforeseen subsurface or physical conditions under which the Work is to be performed or to emergencies. A Work Change Directive will not change the Contract Price or the Contract Times but is evidence that the parties expect that the change directed or documented by a Work Change Directive will be incorporated in a subsequently issued Change Order following negotiations by the parties as to its effect, if any, on the Contract Price or Contract Times.

44. *Written Amendment*--A written amendment of the Contract Documents signed by OWNER and Contractor on or after the Effective Date of the Construction Agreement and normally dealing with the non-engineering or non-technical rather than strictly construction-related aspects of the Contract Documents.

ARTICLE 8 - EXHIBITS AND SPECIAL PROVISIONS

8.01 Exhibits Included

A. Exhibit A, "ENGINEER's Services," consisting of eight (8) pages.

B. Exhibit B, "OWNER's Responsibilities," consisting of two (2) pages.

C. Exhibit C, "Payments to Engineer for Services and Reimbursable Expenses," consisting of two (2) pages.

D. Exhibit D, "Duties, Responsibilities and Limitations of Authority of Resident Project Representative," consisting of four (4) pages.

E. Exhibit E, "Notice of Acceptability of Work," consisting of two (2) pages.

F. Exhibit F, "Construction Cost Limit," consisting of one (1) page (NOT USED).

G. Exhibit G, "Insurance," consisting of one (1) page.

H. Exhibit H, "Dispute Resolution," consisting of one (1) page (NOT USED).

I. Exhibit I, "Allocation of Risks," consisting of two (2) pages (NOT USED).

J. Exhibit J, "Special Provisions," consisting of one (1) page.

K. Exhibit K, "Title VI Assurances" consisting of two (2) pages.

8.02 Total Agreement

A. This Agreement (consisting of pages 1 to 13 inclusive, together with the Exhibits identified above) constitutes the entire agreement between OWNER and ENGINEER and supersedes all prior written or oral understandings. This Agreement may only be amended, supplemented, modified, or canceled by a duly executed written instrument.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement, the Effective Date of which is indicated on page 1.

OWNER: **City of Guthrie**

ENGINEER: **CEC Corporation**

Signature

Signature

By: _____

By: J. Taylor Barnes, P.E.

Title: _____

Title: Vice President

Date Signed: _____

Date Signed: _____

ATTEST:

ATTEST:

Maria L. Wilson, Corporate Secretary

Address for giving notices:
City of Guthrie
101 North 2nd Street
Guthrie, OK 73044

Address for giving notices:
CEC Corporation
4555 West Memorial Rd.
Oklahoma City, OK 73142-2013

Designated Representative (paragraph 6.02.A):

Designated Representative (paragraph 6.02.A):

Justin Heid

Toby Baker, P.E.

Title: Airport Manager

Title: Project Manager

Phone Number: 405.282.2312

Phone Number: 405.753.4641 / 405.753.4200

Facsimile Number: 405.282.2371

Facsimile Number: 405.260.9504

E-Mail Address: jheid@cityofguthrie.com

E-Mail Address: toby.baker@connectcec.com

This is **EXHIBIT A**, consisting of eight (8) pages, referred to in and part of the **Agreement between OWNER and ENGINEER for Professional Services** dated _____, 2014.

Initial: OWNER _____
ENGINEER _____

ENGINEER's Services

Article 1 of the Agreement is amended and supplemented to include the following agreement of the parties. ENGINEER shall provide Basic and Additional Services as set forth below.

PART I -- BASIC SERVICES

A1.01 Study and Report Phase

A. ENGINEER shall:

1. Consult with OWNER to define and clarify OWNER's requirements for the Project and available data.
2. Advise OWNER as to the necessity of OWNER's providing data or services of the types described in Exhibit B that are not part of ENGINEER's Basic Services, and assist OWNER in obtaining such data and services.
3. Identify, consult with, and analyze requirements of governmental authorities having jurisdiction to approve the portions of the Project designed or specified by ENGINEER, including but not limited to mitigating measures identified in the environmental assessment.
4. Identify and evaluate necessary alternate solutions available to OWNER and, after consultation with OWNER, recommend to OWNER those solutions which in ENGINEER's judgment meet OWNER's requirements for the Project.
5. Prepare a report (the "Report") which will, as appropriate, contain schematic layouts, sketches and conceptual design criteria with appropriate exhibits to indicate the agreed-to requirements, considerations involved, and those alternate solutions available to OWNER which ENGINEER recommends. This Report will be accompanied by ENGINEER's opinion of Total Project Costs for each solution which is so recommended for the Project with each component separately itemized, including the following, which will be separately itemized: opinion of probable Construction Cost, allowances for contingencies and for the estimated total costs of design, professional, and related services provided by ENGINEER and, on the basis of information furnished by OWNER, allowances for other items and services included within the definition of Total Project Costs.
6. Perform or provide the following additional Study and Report Phase tasks or deliverables:
7. Furnish one (1) review copy of the Report to OWNER within fifteen (15) days of authorization to begin services and review it with OWNER.
8. Revise the Report in response to OWNER's and other parties' comments, as appropriate, and furnish one (1) final copy of the revised Report to the OWNER within five (5) days after completion of reviewing it with OWNER.

B. ENGINEER's services under the Study and Report Phase will be considered complete on the date when the final copy of the revised Report has been delivered to OWNER.

A1.02 Preliminary Design Phase

A. After acceptance by OWNER of the Report, selection by OWNER of a recommended solution and indication of any specific modifications or changes in the scope, extent, character, or design requirements of the Project desired by OWNER, and upon written authorization from OWNER, ENGINEER shall:

1. On the basis of the above acceptance, selection, and authorization, prepare Preliminary Design Phase documents consisting of final design criteria, preliminary drawings, outline specifications and written descriptions of the Project.

2. Provide necessary field surveys and topographic and utility mapping for design purposes. Utility mapping will be based upon information obtained from utility owners.

3. Advise OWNER if additional reports, data, information, or services of the types described in Exhibit B are necessary and assist OWNER in obtaining such reports, data, information, or services.

4. Based on the information contained in the Preliminary Design Phase documents, submit a revised opinion of probable Construction Cost and any adjustments to Total Project Costs known to ENGINEER, which will be itemized as provided in paragraph A1.01.A.5.

5. Perform or provide the following additional Preliminary Design Phase tasks or deliverables:

6. Furnish the Preliminary Design Phase documents to and review them with OWNER.

7. Submit to OWNER one (1) final copy of the Preliminary Design Phase documents and revised opinion of probable Construction Cost within thirty (30) days after authorization to proceed with this phase.

B. ENGINEER's services under the Preliminary Design Phase will be considered complete on the date when final copy of the Preliminary Design Phase documents has been delivered to OWNER.

A1.03 *Final Design Phase*

A. After acceptance by OWNER of the Preliminary Design Phase documents and revised opinion of probable Construction Cost as determined in the Preliminary Design Phase, but subject to any OWNER-directed modifications or changes in the scope, extent, character, or design requirements of or for the Project, and upon written authorization from OWNER, ENGINEER shall:

1. On the basis of the above acceptance, direction, and authorization, prepare final Drawings indicating the scope, extent, and character of the Work to be performed and furnished by Contractor. Specifications will be prepared, where appropriate, in general conformance with the 16-division format of the Construction Specifications Institute.

2. Provide technical criteria, written descriptions, and design data for OWNER's use in filing applications for permits from or approvals of governmental authorities having jurisdiction to review or approve the final design of the Project and assist OWNER in consultations with appropriate authorities.

3. Advise OWNER of any adjustments to the opinion of probable Construction Cost and any adjustments to Total Project Costs known to ENGINEER, itemized as provided in paragraph A1.01.A.5.

4. Perform or provide the following additional Final Design Phase tasks or deliverables:

5. Prepare and furnish Bidding Documents for review and approval by OWNER, its legal counsel, and other advisors, as appropriate, and assist OWNER in the preparation of other related documents.

6. Submit one (1) final copy of the Bidding Documents and a revised opinion of probable Construction Cost to OWNER within thirty (30) days after authorization to proceed with this phase.

B. In the event that the Work designed or specified by ENGINEER is to be performed or furnished under more than one prime contract, or if ENGINEER's services are to be separately sequenced with the work of one or more prime Contractors (such as in the case of fast-tracking), OWNER and ENGINEER shall, prior to commencement of the Final Design Phase, develop a schedule for performance of ENGINEER's services during the Final Design, Bidding or Negotiating, Construction, and Post-Construction Phases in order to sequence and coordinate properly such services as are applicable to the work under such separate prime contracts. This schedule is to be prepared and included in or become an amendment to Exhibit A whether or not the work under such contracts is to proceed concurrently.

C. The number of prime contracts for Work designed or specified by ENGINEER upon which the ENGINEER's compensation has been established under this Agreement is one (1).

D. ENGINEER's services under the Final Design Phase will be considered complete on the date when the submittals required by paragraph A1.03.A.6 have been delivered to OWNER.

A1.04 *Bidding or Negotiating Phase*

A. After acceptance by OWNER of the Bidding Documents and the most recent opinion of probable Construction Cost as determined in the Final Design Phase, and upon written authorization by OWNER to proceed, ENGINEER shall:

1. Assist OWNER in advertising for and obtaining bids or negotiating proposals for the Work and, where applicable, maintain a record of prospective bidders to whom Bidding Documents have been issued, attend pre-Bid conferences, if any, and receive and process Contractor deposits or charges for the Bidding Documents.
2. Issue Addenda as appropriate to clarify, correct, or change the Bidding Documents.
3. Consult with OWNER as to the acceptability of subcontractors, suppliers, and other individuals and entities proposed by Contractor for those portions of the Work as to which such acceptability is required by the Bidding Documents.
4. Perform or provide the following additional Bidding or Negotiating Phase tasks or deliverables:
5. Attend the Bid opening, prepare Bid tabulation sheets, and assist OWNER in evaluating Bids or proposals and in assembling and awarding contracts for the Work.

B. The Bidding or Negotiating Phase will be considered complete upon commencement of the Construction Phase or upon cessation of negotiations with prospective Contractors.

A1.05 *Construction Phase*

A. Upon successful completion of the Bidding and Negotiating Phase, and upon written authorization from OWNER, ENGINEER shall:

1. *General Administration of Construction Contract.* Consult with OWNER and act as OWNER's representative as provided in the General Conditions. The extent and limitations of the duties, responsibilities and authority of ENGINEER as assigned in said General Conditions shall not be modified, except as ENGINEER may otherwise agree in writing. All of OWNER's instructions to Contractor will be issued through ENGINEER, who shall have authority to act on behalf of OWNER in dealings with Contractor to the extent provided in this Agreement and said General Conditions except as otherwise provided in writing.
2. *Resident Project Representative (RPR).* Provide the services of an RPR at the Site to assist the ENGINEER and to provide more extensive observation of Contractor's work. Duties, responsibilities, and authority of the RPR are as set forth in Exhibit D. The furnishing of such RPR's services will not extend ENGINEER's responsibilities or authority beyond the specific limits set forth elsewhere in this Agreement.
3. *Selecting Independent Testing Laboratory.* Assist OWNER in the selection of an independent testing laboratory to perform the services identified in paragraph B2.01.0.
4. *Pre-Construction Conference.* Participate in a Pre-Construction Conference prior to commencement of Work at the Site.
5. *Baselines and Benchmarks.* As appropriate, establish baselines and benchmarks for locating the Work that in ENGINEER's judgment are necessary to enable Contractor to proceed.

6. *Visits to Site and Observation of Construction.* In connection with observations of Contractor's work in progress while it is in progress:

a. Make visits to the Site at intervals appropriate to the various stages of construction, as ENGINEER deems necessary, in order to observe as an experienced and qualified design professional the progress and quality of the Work. The Engineer shall function as the Resident Project Representative on behalf of the Owner.

b. The purpose of ENGINEER's visits to, and representation by the Resident Project Representative, if any, at the Site, will be to enable ENGINEER to better carry out the duties and responsibilities assigned to and undertaken by ENGINEER during the Construction Phase, and, in addition, by the exercise of ENGINEER's efforts as an experienced and qualified design professional, to provide for OWNER a greater degree of confidence that the completed Work will conform in general to the Contract Documents and that the integrity of the design concept of the completed Project as a functioning whole as indicated in the Contract Documents has been implemented and preserved by Contractor. ENGINEER shall not, during such visits or as a result of such observations of Contractor's work in progress, supervise, direct, or have control over Contractor's work, nor shall ENGINEER have authority over or responsibility for the means, methods, techniques, sequences, or procedures of construction selected by Contractor, for safety precautions and programs incident to Contractor's work, or for any failure of Contractor to comply with Laws and Regulations applicable to Contractor's furnishing and performing the Work. Accordingly, ENGINEER neither guarantees the performance of any Contractor nor assumes responsibility for any Contractor's failure to furnish and perform its work in accordance with the Contract Documents.

7. *Defective Work.* Recommend to OWNER that Contractor's work be disapproved and rejected while it is in progress if, on the basis of such observations, ENGINEER believes that such work will not produce a completed Project that conforms generally to the Contract Documents or that it will prejudice the integrity of the design concept of the completed Project as a functioning whole as indicated in the Contract Documents.

8. *Clarifications and Interpretations; Field Orders.* Issue necessary clarifications and interpretations of the Contract Documents as appropriate to the orderly completion of Contractor's work. Such clarifications and interpretations will be consistent with the intent of and reasonably inferable from the Contract Documents. ENGINEER may issue Field Orders authorizing minor variations from the requirements of the Contract Documents.

9. *Change Orders and Work Change Directives.* Recommend Change Orders and Work Change Directives to OWNER, as appropriate, and prepare Change Orders and Work Change Directives as required.

10. *Shop Drawings and Samples.* Review and approve or take other appropriate action in respect to Shop Drawings and Samples and other data which Contractor is required to submit, but only for conformance with the information given in the Contract Documents and compatibility with the design concept of the completed Project as a functioning whole as indicated in the Contract Documents. Such reviews and approvals or other action will not extend to means, methods, techniques, sequences or procedures of construction or to safety precautions and programs incident thereto. ENGINEER has an obligation to meet any Contractor's submittal schedule that has earlier been acceptable to ENGINEER. **(See Exhibit J.)**

11. *Substitutes and "or-equal."* Evaluate and determine the acceptability of substitute or "or-equal" materials and equipment proposed by Contractor, but subject to the provisions of paragraph A2.02.A.2 of this Exhibit A.

12. *Inspections and Tests.* Require such special inspections or tests of Contractor's work as deemed reasonably necessary, and receive and review all certificates of inspections, tests, and approvals required by Laws and Regulations or the Contract Documents. ENGINEER's review of such certificates will be for the purpose of determining that the results certified indicate compliance with the Contract Documents and will not constitute an independent evaluation that the content or procedures of such inspections, tests, or approvals comply with the requirements of the Contract Documents. ENGINEER shall be entitled to rely on the results of such tests.

13. *Disagreements between OWNER and Contractor.* Render formal written decisions on all claims of OWNER and Contractor relating to the acceptability of Contractor's work or the interpretation of the requirements of the Contract Documents pertaining to the execution and progress of Contractor's work. In rendering such decisions, ENGINEER shall be

fair and not show partiality to OWNER or Contractor and shall not be liable in connection with any decision rendered in good faith in such capacity.

14. *Applications for Payment.* Based on ENGINEER's observations as an experienced and qualified design professional and on review of Applications for Payment and accompanying supporting documentation:

a. Determine the amounts that ENGINEER recommends Contractor be paid. Such recommendations of payment will be in writing and will constitute ENGINEER's representation to OWNER, based on such observations and review, that, to the best of ENGINEER's knowledge, information and belief, Contractor's work has progressed to the point indicated, the quality of such work is generally in accordance with the Contract Documents (subject to an evaluation of the Work as a functioning whole prior to or upon Substantial Completion, to the results of any subsequent tests called for in the Contract Documents and to any other qualifications stated in the recommendation), and the conditions precedent to Contractor's being entitled to such payment appear to have been fulfilled in so far as it is ENGINEER's responsibility to observe Contractor's work. In the case of unit price work, ENGINEER's recommendations of payment will include final determinations of quantities and classifications of Contractor's work (subject to any subsequent adjustments allowed by the Contract Documents). The responsibilities of ENGINEER contained in paragraph A1.05.A.6.a are expressly subject to the limitations set forth in paragraph A1.05.A.6.b and other express or general limitations in this Agreement and elsewhere.

b. By recommending any payment, ENGINEER shall not thereby be deemed to have represented that observations made by ENGINEER to check the quality or quantity of Contractor's work as it is performed and furnished have been exhaustive, extended to every aspect of Contractor's work in progress, or involved detailed inspections of the Work beyond the responsibilities specifically assigned to ENGINEER in this Agreement and the Contract Documents. Neither ENGINEER's review of Contractor's work for the purposes of recommending payments nor ENGINEER's recommendation of any payment including final payment will impose on ENGINEER responsibility to supervise, direct, or control Contractor's work in progress or for the means, methods, techniques, sequences, or procedures of construction or safety precautions or programs incident thereto, or Contractor's compliance with Laws and Regulations applicable to Contractor's furnishing and performing the Work. It will also not impose responsibility on ENGINEER to make any examination to ascertain how or for what purposes Contractor has used the moneys paid on account of the Contract Price, or to determine that title to any portion of the work in progress, materials, or equipment has passed to OWNER free and clear of any liens, claims, security interests, or encumbrances, or that there may not be other matters at issue between OWNER and Contractor that might affect the amount that should be paid.

15. *Contractor's Completion Documents.*

a. Receive and review maintenance and operating instructions, schedules, and guarantees.

b. Receive bonds, certificates, or other evidence of insurance not previously submitted and required by the Contract Documents, certificates of inspection, tests and approvals, Shop Drawings, Samples and other data approved as provided under paragraph A1.05.A.10, and the annotated record documents which are to be assembled by Contractor in accordance with the Contract Documents to obtain final payment. The extent of such ENGINEER's review will be limited as provided in paragraph A1.05.A.10

c. ENGINEER shall transmit these documents to OWNER.

16. *Substantial Completion.* Promptly after notice from Contractor that Contractor considers the entire Work ready for its intended use, in company with OWNER and Contractor, conduct an inspection to determine if the Work is Substantially Complete. If after considering any objections of OWNER, ENGINEER considers the Work Substantially Complete, ENGINEER shall deliver a certificate of Substantial Completion to OWNER and Contractor.

17. *Additional Tasks.* Perform or provide the following additional Construction Phase tasks or deliverables: NA.

18. *Final Notice of Acceptability of the Work.* Conduct a final inspection to determine if the completed Work of Contractor is acceptable so that ENGINEER may recommend, in writing, final payment to Contractor. Accompanying the recommendation for final payment, ENGINEER shall also provide a notice in the form attached hereto as Exhibit E (the "Notice of Acceptability of Work") that the Work is acceptable (subject to the provisions of paragraph A1.05.A.14.b) to the

best of ENGINEER's knowledge, information, and belief and based on the extent of the services provided by ENGINEER under this Agreement.

B. *Duration of Construction Phase.* The Construction Phase will commence with the execution of the first Construction Agreement for the Project or any part thereof and will terminate upon written recommendation by ENGINEER for final payment to Contractors. If the Project involves more than one prime contract as indicated in paragraph A1.03.C, Construction Phase services may be rendered at different times in respect to the separate contracts.

C. *Limitation of Responsibilities.* ENGINEER shall not be responsible for the acts or omissions of any Contractor, or of any of their subcontractors, suppliers, or of any other individual or entity performing or furnishing any of the Work. ENGINEER shall not be responsible for failure of any Contractor to perform or furnish the Work in accordance with the Contract Documents.

A1.06 *Post-Construction Phase*

A. Upon written authorization from OWNER, ENGINEER, during the Post-Construction Phase, shall:

1. Provide assistance in connection with the testing and adjusting of Project equipment or systems.
2. Assist OWNER in training OWNER's staff to operate and maintain Project, equipment, and systems.
3. Assist OWNER in developing procedures for control of the operation and maintenance of, and record keeping for Project equipment and systems.
4. Together with OWNER, visit the Project to observe any apparent defects in the Work, assist OWNER in consultations and discussions with Contractor concerning correction of any such defects, and make recommendations as to replacement or correction of Defective Work, if present.
5. Perform or provide the following additional Post-Construction Phase tasks or deliverables:
6. In company with OWNER or OWNER's representative, provide an inspection of the Project within one month before the end of the Correction Period to ascertain whether any portion of the Work is subject to correction.

B. The Post-Construction Phase services may commence during the Construction Phase and, if not otherwise modified in this Exhibit A, will terminate at the end of the Correction Period.

PART 2 -- ADDITIONAL SERVICES

A2.01 *Additional Services Requiring OWNER's Authorization in Advance*

A. If authorized in writing by OWNER, ENGINEER shall furnish or obtain from others Additional Services of the types listed below. These services will be paid for by OWNER as indicated in Article 4 of the Agreement.

1. Preparation of applications and supporting documents (in addition to those furnished under Basic Services) for private or governmental grants, loans or advances in connection with the Project; preparation or review of environmental assessments and impact statements; review and evaluation of the effects on the design requirements for the Project of any such statements and documents prepared by others; and assistance in obtaining approvals of authorities having jurisdiction over the anticipated environmental impact of the Project.
2. Services to make measured drawings of or to investigate existing conditions or facilities, or to verify the accuracy of drawings or other information furnished by OWNER.
3. Services resulting from significant changes in the scope, extent, or character of the portions of the Project designed or specified by ENGINEER or its design requirements including, but not limited to, changes in size, complexity, OWNER's schedule, character of construction, or method of financing; and revising previously accepted studies, reports, Drawings,

Specifications, or Contract Documents when such revisions are required by changes in Laws and Regulations enacted subsequent to the Effective Date of this Agreement or are due to any other causes beyond ENGINEER's control.

4. Services resulting from OWNER's request to evaluate additional Study and Report Phase alternative solutions beyond those identified in paragraph A1.01.A.4.

5. Services required as a result of OWNER's providing incomplete or incorrect Project information with respect to Exhibit B.

6. Providing renderings or models for OWNER's use.

7. Undertaking investigations and studies including, but not limited to, detailed consideration of operations, maintenance, and overhead expenses; the preparation of feasibility studies, cash flow and economic evaluations, rate schedules, and appraisals; assistance in obtaining financing for the Project; evaluating processes available for licensing, and assisting OWNER in obtaining process licensing; detailed quantity surveys of materials, equipment, and labor; and audits or inventories required in connection with construction performed by OWNER.

8. Furnishing services of ENGINEER's Consultants for other than Basic Services.

9. Services attributable to more prime construction contracts than specified in paragraph A1.03.C.

10. Services during out-of-town travel required of ENGINEER other than for visits to the Site or OWNER's office.

11. Preparing for, coordinating with, participating in and responding to structured independent review processes, including, but not limited to, construction management, cost estimating, project peer review, value engineering, and constructability review requested by OWNER; and performing or furnishing services required to revise studies, reports, Drawings, Specifications, or other Bidding Documents as a result of such review processes.

12. Preparing additional Bidding Documents or Contract Documents for alternate bids or prices requested by OWNER for the Work or a portion thereof.

13. Determining the acceptability of substitute materials and equipment proposed during the Bidding or Negotiating Phase when substitution prior to the award of contracts is allowed by the Bidding Documents.

14. Assistance in connection with Bid protests, rebidding, or renegotiating contracts for construction, materials, equipment, or services, except when such assistance is required by Exhibit F.

15. Providing construction surveys and staking to enable Contractor to perform its work other than as required under paragraph A1.05.A.5, and any type of property surveys or related engineering services needed for the transfer of interests in real property; and providing other special field surveys.

16. Providing Construction Phase services beyond the Contract Times set forth in Exhibit C.

17. Providing assistance in resolving any Hazardous Environmental Condition in compliance with current Laws and Regulations.

18. Preparing and furnishing to OWNER Record Drawings showing appropriate record information based on Project annotated record documents received from Contractor.

19. Preparation of operation and maintenance manuals.

20. Preparing to serve or serving as a consultant or witness for OWNER in any litigation, arbitration or other dispute resolution process related to the Project.

21. Providing more extensive services required to enable ENGINEER to issue notices or certifications requested by OWNER under paragraph 6.01.G of the Agreement.

22. Other services performed or furnished by ENGINEER not otherwise provided for in this Agreement.

A2.02 Required Additional Services

A. ENGINEER shall perform or furnish, without requesting or receiving specific advance authorization from OWNER, the Additional Services of the types listed below. ENGINEER shall advise OWNER in writing promptly after starting any such Additional Services.

1. Services in connection with Work Change Directives and Change Orders to reflect changes requested by OWNER so as to make the compensation commensurate with the extent of the Additional Services rendered.

2. Services in making revisions to Drawings and Specifications occasioned by the acceptance of substitute materials or equipment other than "or-equal" items; and services after the award of the Construction Agreement in evaluating and determining the acceptability of a substitution which is found to be inappropriate for the Project or an excessive number of substitutions.

3. Services resulting from significant delays, changes, or price increases occurring as a direct or indirect result of materials, equipment, or energy shortages.

4. Additional or extended services during construction made necessary by (1) emergencies or acts of God endangering the Work, (2) an occurrence of a Hazardous Environmental Condition, (3) Work damaged by fire or other cause during construction, (4) a significant amount of defective, neglected, or delayed work by Contractor, (5) acceleration of the progress schedule involving services beyond normal working hours, or (6) default by Contractor.

5. Services (other than Basic Services during the Post-Construction Phase) in connection with any partial utilization of any part of the Work by OWNER prior to Substantial Completion.

6. Evaluating an unreasonable claim or an excessive number of claims submitted by Contractor or others in connection with the Work.

7. ENGINEER shall furnish OWNER with a hard copy of the record drawings for OWNER's use, permanent file and ownership. Upon OWNER's request, ENGINEER shall furnish OWNER files in electronic media format of text, data, graphics, or CAD files.

This is **EXHIBIT B**, consisting of two (2) pages, referred to in and part of the **Agreement between OWNER and ENGINEER for Professional Services** dated _____, 2014.

Initial: OWNER _____
 ENGINEER _____

OWNER's Responsibilities

Article 2 of the Agreement is amended and supplemented to include the following agreement of the parties.

B2.01 In addition to other responsibilities of OWNER as set forth in this Agreement, OWNER shall:

A. Provide ENGINEER with all criteria and full information as to OWNER's requirements for the Project, including design objectives and constraints, space, capacity and performance requirements, flexibility, and expandability, and any budgetary limitations; and furnish copies of all design and construction standards which OWNER will require to be included in the Drawings and Specifications; and furnish copies of OWNER's standard forms, conditions, and related documents for ENGINEER to include in the Bidding Documents, when applicable.

B. Furnish to ENGINEER any other available information pertinent to the Project including reports and data relative to previous designs, or investigation at or adjacent to the Site.

C. Following ENGINEER's assessment of initially-available Project information and data and upon ENGINEER's request, furnish or otherwise make available such additional Project related information and data as is reasonably required to enable ENGINEER to complete its Basic and Additional Services. Such additional information or data would generally include the following:

1. Property descriptions.
2. Zoning, deed, and other land use restrictions.
3. Property, boundary, easement, right-of-way, and other special surveys or data, including establishing relevant reference points.
4. Explorations and tests of subsurface conditions at or contiguous to the Site, drawings of physical conditions in or relating to existing surface or subsurface structures at or contiguous to the Site, or hydrographic surveys, with appropriate professional interpretation thereof.
5. Environmental assessments, audits, investigations and impact statements, and other relevant environmental or cultural studies as to the Project, the Site, and adjacent areas.
6. Data or consultations as required for the Project but not otherwise identified in the Agreement or the Exhibits thereto.

D. Give prompt written notice to ENGINEER whenever OWNER observes or otherwise becomes aware of a Hazardous Environmental Condition or of any other development that affects the scope or time of performance of ENGINEER's services, or any defect or nonconformance in ENGINEER's services or in the work of any Contractor.

E. Authorize ENGINEER to provide Additional Services as set forth in Part 2 of Exhibit A of the Agreement as required.

F. Arrange for safe access to and make all provisions for ENGINEER to enter upon public and private property as required for ENGINEER to perform services under the Agreement.

G. Examine all alternate solutions, studies, reports, sketches, Drawings, Specifications, proposals, and other documents presented by ENGINEER (including obtaining advice of an attorney, insurance counselor, and other advisors or consultants as OWNER deems appropriate with respect to such examination) and render in writing timely decisions pertaining thereto.

H. Provide reviews, approvals, and permits from all governmental authorities having jurisdiction to approve all phases of the Project designed or specified by ENGINEER and such reviews, approvals, and consents from others as may be necessary for completion of each phase of the Project.

I. Provide, as required for the Project:

1. (See Exhibit J)

2. Legal services with regard to issues pertaining to the Project as OWNER requires, Contractor raises, or ENGINEER reasonably requests.

3. Such auditing services as OWNER requires to ascertain how or for what purpose Contractor has used the moneys paid.

4. Placement and payment for advertisement for Bids in appropriate publications.

J. Advise ENGINEER of the identity and scope of services of any independent consultants employed by OWNER to perform or furnish services in regard to the Project, including, but not limited to, cost estimating, project peer review, value engineering, and constructability review.

K. Furnish to ENGINEER data as to OWNER's anticipated costs for services to be provided by others for OWNER so that ENGINEER may make the necessary calculations to develop and periodically adjust ENGINEER's opinion of Total Project Costs.

L. If OWNER designates a construction manager or an individual or entity other than, or in addition to, ENGINEER to represent OWNER at the Site, define and set forth as an attachment to this Exhibit B the duties, responsibilities, and limitations of authority of such other party and the relation thereof to the duties, responsibilities, and authority of ENGINEER.

M. If more than one prime contract is to be awarded for the Work designed or specified by ENGINEER, designate a person or entity to have authority and responsibility for coordinating the activities among the various prime Contractors, and define and set forth the duties, responsibilities, and limitations of authority of such individual or entity and the relation thereof to the duties, responsibilities, and authority of ENGINEER as an attachment to this Exhibit B that is to be mutually agreed upon and made a part of this Agreement before such services begin.

N. Attend the pre-bid conference, bid opening, pre-construction conferences, construction progress and other job related meetings, and Substantial Completion and final payment inspections.

O. Provide the services of an independent testing laboratory to perform all inspections, tests, and approvals of Samples, materials, and equipment required by the Contract Documents, or to evaluate the performance of materials, equipment, and facilities of OWNER, prior to their incorporation into the Work with appropriate professional interpretation thereof.

P. Provide inspection or monitoring services by an individual or entity other than ENGINEER (and disclose the identity of such individual or entity to ENGINEER) as OWNER determines necessary to verify:

1. That Contractor is complying with any Laws and Regulations applicable to Contractor's performing and furnishing the Work.

2. That Contractor is taking all necessary precautions for safety of persons or property and complying with any special provisions of the Contract Documents applicable to safety.

Q. Provide ENGINEER with the findings and reports generated by the entities providing services pursuant to paragraphs B2.01.O and P.

This is **EXHIBIT C**, consisting of two (2) pages, referred to in and part of the **Agreement between OWNER and ENGINEER for Professional Services** dated _____, 2014.

Initial: OWNER _____
ENGINEER _____

Payments to ENGINEER for Services and Reimbursable Expenses

Article 4 of the Agreement is amended and supplemented to include the following agreement of the parties:

ARTICLE 4 -- PAYMENTS TO THE ENGINEER

C4.01 For Basic Services

A. OWNER shall pay ENGINEER for Basic Services set forth in Exhibit A as follows for projects to be determined and approved by the OWNER.

1. A Lump Sum amount for the following services:

Fees to be determined by ENGINEER, approved by the OWNER, and added by future amendment.

2. The Lump Sum includes compensation for ENGINEER's services and services of ENGINEER's Consultants, if any. Appropriate amounts have been incorporated in the Lump Sum to account for labor, overhead, profit, and Reimbursable Expenses.

3. The portion of the Lump Sum amount billed for ENGINEER's services will be based upon ENGINEER's estimate of the proportion of the total services actually completed during the billing period to the Lump Sum.

4. The Lump Sum is conditioned on Contract Times to complete the Design Work not exceeding four (4) months. Should the Contract Times to complete the Design Work be extended beyond this period, the total compensation to ENGINEER shall be appropriately adjusted.

5. If more prime contracts are awarded for Work designed or specified by ENGINEER, the ENGINEER shall be compensated an additional amount for all Basic Services for each prime contract added by an approved Amendment to this Agreement.

6. ENGINEER shall furnish OWNER with a hard copy of the record drawings for OWNER's use permanent file and ownership. Upon OWNER's request, ENGINEER shall furnish OWNER files in electronic media format of text, data, graphics, or CAD files.

7. If there should be a change in scope that leads to additional work or additional services are requested, OWNER and ENGINEER will negotiate a fee to provide the changes or additional services under an approved amendment to this prime contract.

8.. Additional Services (not included in negotiated lump sum fees) shall be paid based upon the actual time involved and at the following rates which are updated annually:

2014 Hourly Rate Schedule

Principal	\$289.00 per hour	CAD Technician / Draftsman	\$64.00 per hour
Electrical Engineer	\$211.00 per hour	Registered Surveyor	\$135.00 per hour
Engineering Consultant	\$190.00 per hour	Survey Crew Chief	\$80.00 per hour
Division Manager	\$190.00 per hour	Survey Researcher / Technician	\$60.00 per hour
Senior Engineer / Project Manager	\$169.00 per hour	LiDAR Manager	\$135.00 per hour
Project Engineer	\$142.00 per hour	LiDAR Specialist	\$111.00 per hour
Mechanical Engineer	\$141.00 per hour	LiDAR Technician	\$82.00 per hour
Engineer-in-Training (EIT)	\$90.00 per hour	GIS Manager	\$135.00 per hour
Environmental Specialist	\$89.00 per hour	GIS Specialist	\$106.00 per hour
Technician Manager	\$108.00 per hour	GIS Technician	\$68.00 per hour
Design Technician	\$90.00 per hour	Administration	\$105.00 per hour

Clerical	\$65.00 per hour
Information System Manager	\$95.00 per hour
Information System Technician	\$72.00 per hour

Inspection Services

Project Manager	\$169.00 per hour
Resident Engineer	\$171.00 per hour
Construction Manager	\$132.00 per hour
Construction Specialist	\$94.00 per hour
Construction Technician	\$70.00 per hour

This is **EXHIBIT D**, consisting of four (4) pages, referred to in and part of the Agreement between **OWNER** and **ENGINEER** for Professional Services dated _____, 2014.

Initial: OWNER _____
ENGINEER _____

Duties, Responsibilities, and Limitations of Authority of Resident Project Representative

Paragraph 1.01C of the Agreement is amended and supplemented to include the following agreement of the parties:

D6.02 *Resident Project Representative*

A. ENGINEER shall furnish a Resident Project Representative (“RPR”), assistants, and other field staff to assist ENGINEER in observing progress and quality of the Work. The RPR, assistants, and other field staff under this Exhibit D may provide full time representation or may provide representation to a lesser degree.

B. Through such additional observations of Contractor’s work in progress and field checks of materials and equipment by the RPR and assistants, ENGINEER shall endeavor to provide further protection for OWNER against defects and deficiencies in the Work. However, ENGINEER shall not, during such visits or as a result of such observations of Contractor’s work in progress, supervise, direct, or have control over the Contractor’s Work nor shall ENGINEER have authority over or responsibility for the means, methods, techniques, sequences, or procedures selected by Contractor, for safety precautions and programs incident to the Contractor’s work in progress, for any failure of Contractor to comply with Laws and Regulations applicable to Contractor’s performing and furnishing the Work, or responsibility of construction for Contractor’s failure to furnish and perform the Work in accordance with the Contract Documents. In addition, the specific limitations set forth in section A.1.05 of Exhibit A of the Agreement are applicable.

C. The duties and responsibilities of the RPR are limited to those of ENGINEER in the Agreement with the OWNER and in the Contract Documents, and are further limited and described as follows:

1. *General:* RPR is ENGINEER’s agent at the Site, will act as directed by and under the supervision of ENGINEER, and will confer with ENGINEER regarding RPR’s actions. RPR’s dealings in matters pertaining to the Contractor’s work in progress shall in general be with ENGINEER and Contractor, keeping OWNER advised as necessary. RPR’s dealings with subcontractors shall only be through or with the full knowledge and approval of Contractor. RPR shall generally communicate with OWNER with the knowledge of and under the direction of ENGINEER.
2. *Schedules:* Review the progress schedule, schedule of Shop Drawing and Sample submittals, and schedule of values prepared by Contractor and consult with ENGINEER concerning acceptability.
3. *Conferences and Meetings:* Attend meetings with Contractor, such as preconstruction conferences, progress meetings, job conferences and other project-related meetings, and prepare and circulate copies of minutes thereof.
4. *Liaison:*
 - a. Serve as ENGINEER’s liaison with Contractor, working principally through Contractor’s superintendent and assist in understanding the intent of the Contract Documents.
 - b. Assist ENGINEER in serving as OWNER’s liaison with Contractor when Contractor’s operations affect OWNER’s on-Site operations.
 - c. Assist in obtaining from OWNER additional details or information, when required for proper execution of the Work.

5. *Interpretation of Contract Documents:* Report to ENGINEER when clarifications and interpretations of the Contract Documents are needed and transmit to Contractor clarifications and interpretations as issued by ENGINEER.
6. *Shop Drawings and Samples:*
 - a. Record date of receipt of Samples and approved Shop Drawings.
 - b. Receive Samples which are furnished at the Site by Contractor, and notify ENGINEER of availability of Samples for examination.
 - c. Advise ENGINEER and Contractor of the commencement of any portion of the Work requiring a Shop Drawing or Sample submittal for which RPR believes that the submittal has not been approved by ENGINEER.
7. *Modifications:* Consider and evaluate Contractor's suggestions for modifications in Drawings or Specifications and report with RPR's recommendations to ENGINEER. Transmit to Contractor in writing decisions as issued by ENGINEER.
8. *Review of Work and Rejection of Defective Work:*
 - a. Conduct on-Site observations of Contractor's work in progress to assist ENGINEER in determining if the Work is in general proceeding in accordance with the Contract Documents.
 - b. Report to ENGINEER whenever RPR believes that any part of Contractor's work in progress will not produce a completed Project that conforms generally to the Contract Documents or will prejudice the integrity of the design concept of the completed Project as a functioning whole as indicated in the Contract Documents, or has been damaged, or does not meet the requirements of any inspection, test or approval required to be made; and advise ENGINEER of that part of work in progress that RPR believes should be corrected or rejected or should be uncovered for observation, or requires special testing, inspection or approval.
9. *Inspections, Tests, and System Startups:*
 - a. Consult with ENGINEER in advance of scheduled major inspections, tests, and systems startups of important phases of the Work.
 - b. Verify that tests, equipment, and systems start-ups and operating and maintenance training are conducted in the presence of appropriate OWNER's personnel, and that Contractor maintains adequate records thereof.
 - c. Observe, record, and report to ENGINEER appropriate details relative to the test procedures and systems startups.
 - d. Accompany visiting inspectors representing public or other agencies having jurisdiction over the Project, record the results of these inspections, and report to ENGINEER.
10. *Records:*
 - a. Maintain at the Site orderly files for correspondence, reports of job conferences, reproductions of original Contract Documents including all Change Orders, Field Orders, Work Change Directives, Addenda, additional Drawings issued subsequent to the execution of the Contract, ENGINEER's clarifications and interpretations of the Contract Documents, progress reports, Shop Drawing and Sample submittals received from and delivered to Contractor, and other Project related documents.
 - b. Prepare a daily report or keep a diary or log book, recording Contractor's hours on the Site, weather conditions, data relative to questions of Change Orders, Field Orders, Work Change Directives, or changed conditions, Site visitors, daily activities, decisions, observations in general, and specific observations in more detail as in the case of observing test procedures; and send copies to ENGINEER.

- c. Record names, addresses and telephone numbers of all Contractors, subcontractors, and major suppliers of materials and equipment.
- d. Maintain records for use in preparing Project documentation.
- e. Upon completion of the Work, furnish original set of all RPR Project documentation to ENGINEER.

11. *Reports:*

- a. Furnish to ENGINEER periodic reports as required of progress of the Work and of Contractor's compliance with the progress schedule and schedule of Shop Drawing and Sample submittals.
- b. Draft and recommend to ENGINEER proposed Change Orders, Work Change Directives, and Field Orders. Obtain backup material from Contractor.
- c. Furnish to ENGINEER and OWNER copies of all inspection, test, and system startup reports.
- d. Report immediately to ENGINEER the occurrence of any Site accidents, any Hazardous Environmental Conditions, emergencies, or acts of God endangering the Work, and property damaged by fire or other causes.

12. *Payment Requests:* Review Applications for Payment with Contractor for compliance with the established procedure for their submission and forward with recommendations to ENGINEER, noting particularly the relationship of the payment requested to the schedule of values, Work completed, and materials and equipment delivered at the Site but not incorporated in the Work.

13. *Certificates, Operation and Maintenance Manuals:* During the course of the Work, verify that materials and equipment certificates, operation and maintenance manuals and other data required by the Specifications to be assembled and furnished by Contractor are applicable to the items actually installed and in accordance with the Contract Documents, and have these documents delivered to ENGINEER for review and forwarding to OWNER prior to payment for that part of the Work.

14. *Completion:*

- a. Before ENGINEER issues a Certificate of Substantial Completion, submit to Contractor a list of observed items requiring completion or correction.
- b. Observe whether Contractor has arranged for inspections required by Laws and Regulations, including but not limited to those to be performed by public agencies having jurisdiction over the Work.
- c. Participate in a final inspection in the company of ENGINEER, OWNER, and Contractor and prepare a final list of items to be completed or corrected.
- d. Observe whether all items on final list have been completed or corrected and make recommendations to ENGINEER concerning acceptance and issuance of the Notice of Acceptability of the Work.

D. Resident Project Representative shall not:

- 1. Authorize any deviation from the Contract Documents or substitution of materials or equipment (including "or-equal" items).
- 2. Exceed limitations of ENGINEER's authority as set forth in the Agreement or the Contract Documents.
- 3. Undertake any of the responsibilities of Contractor, subcontractors, suppliers, or Contractor's superintendent.
- 4. Advise on, issue directions relative to or assume control over any aspect of the means, methods, techniques, sequences or procedures of Contractor's work unless such advice or directions are specifically required by the Contract Documents.

5. Advise on, issue directions regarding, or assume control over safety precautions and programs in connection with the activities or operations of OWNER or Contractor.
6. Participate in specialized field or laboratory tests or inspections conducted off-site by others except as specifically authorized by ENGINEER.
7. Accept Shop Drawing or Sample submittals from anyone other than Contractor.
8. Authorize OWNER to occupy the Project in whole or in part.

This is EXHIBIT E, consisting of two (2) pages, referred to in and part of the Agreement between OWNER and ENGINEER for Professional Services dated _____, 2014.

Initial: OWNER _____
ENGINEER: _____

NOTICE OF ACCEPTABILITY OF WORK

PROJECT: _____

OWNER:

OWNER's Construction Contract Identification:

EFFECTIVE DATE OF THE CONSTRUCTION AGREEMENT:

CONSTRUCTION CONTRACT DATE:

ENGINEER:

To: OWNER

And To: CONTRACTOR

The undersigned hereby gives notice to the above OWNER and CONTRACTOR that the completed Work furnished and performed by CONTRACTOR under the above Contract is acceptable, expressly subject to the provisions of the related Contract Documents and the terms and conditions set forth on the reverse side hereof.

By: _____

Title: _____

Dated: _____, _____

CONDITIONS OF NOTICE OF ACCEPTABILITY OF WORK

The Notice of Acceptability of Work ("Notice") on the front side of this sheet is expressly made subject to the following terms and conditions to which all persons who receive said Notice and rely thereon agree:

1. Said Notice is given with the skill and care ordinarily used by members of the engineering profession practicing under similar conditions at the same time and in the same locality.
2. Said Notice reflects and is an expression of the professional judgment of ENGINEER.
3. Said Notice is given as to the best of ENGINEER's knowledge, information, and belief as of the date hereof.
4. Said Notice is based entirely on and expressly limited by the scope of services ENGINEER has been employed by OWNER to perform or furnish during construction of the Project (including observation of the CONTRACTOR's work) under ENGINEER's Agreement with OWNER and under the Construction Contract referenced on the reverse hereof, and applies only to facts that are within ENGINEER's knowledge or could reasonably have been ascertained by ENGINEER as a result of carrying out the responsibilities specifically assigned to ENGINEER under ENGINEER's Agreement with OWNER and the Construction Contract referenced on the reverse hereof.
5. Said Notice is not a guarantee or warranty of CONTRACTOR's performance under the Construction Contract referenced on the reverse hereof nor an assumption of responsibility for any failure of CONTRACTOR to furnish and perform the Work there under in accordance with the Contract Documents.

This is **EXHIBIT J**, consisting of one (1) page, referred to in and part of the Agreement between **OWNER** and **ENGINEER** for Professional Services dated _____, 2014.

Initial: **OWNER** _____
 ENGINEER _____

Special Provisions

The paragraphs listed below of the Agreement are amended to include the following agreements of the parties:

- 4.02 B. Delete this paragraph and replace with the following:
 “Engineer may submit on a monthly basis an invoice or application for payment for work completed as of the date of the invoice or application. All payments made by the OWNER are subject to procedures established for the City to authorize payment at its regularly scheduled meetings.
- 5.02 Delete this paragraph and Exhibit F.
- 6.01 L. The General Conditions for the construction contract documents shall be the General Provisions of the Federal Aviation Administration’s Advisory Circular 150/5370-10 (current version).
- 6.04 A. Delete this paragraph and replace with the following:
 “All design documents shall be owned by the City. ENGINEER shall have unrestricted use thereof.”
- 6.05B. Delete this Paragraph
- 6.05E. Delete this Paragraph
- 6.06A.1.b Delete these three Paragraphs
- 6.09 Delete this paragraph and Exhibit H.
- Exhibit A A2.02, 7 Delete this paragraph and replace with the following:
 “ENGINEER shall furnish OWNER with a hard copy of the record drawings for OWNER’s use, permanent file and ownership. Upon OWNER’s request, ENGINEER shall furnish OWNER files in electronic media format of text, data, graphics or CAD files.”
- Exhibit B B2.01, I, I. Delete this sentence
- Exhibit K Add FAA Required “Title VI Assurances”

This is **EXHIBIT K**, consisting of two (2) pages, referred to in and part of the **Agreement between OWNER and ENGINEER for Professional Services** dated _____, 2013.

Initial: OWNER _____
Engineer _____

Title VI Assurances

During the performance of this contract, the contractor, for itself, its assignees and successors in interest (hereinafter referred to as the "contractor") agrees as follows:

1. **Compliance with Regulations.** The contractor shall comply with the regulations relative to nondiscrimination in federally assisted programs of the Department of Transportation (hereinafter, "DOT") Title 49, Code of Federal Regulations, Part 21, as they may be amended from time to time, (hereinafter referred to as the Regulations), which are herein incorporated by reference and made a part of this contract.
2. **Nondiscrimination.** The contractor, with regard to the work performed by it during the contract, shall not discriminate on the grounds of race, color, or national origin in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The contractor shall not participate either directly or indirectly in the discrimination prohibited by section 21.5 of the Regulations, including employment practices when the contract covers a program set forth in Appendix B of the Regulations.
3. **Solicitations for Subcontracts, Including Procurements of Materials and Equipment.** In all solicitations, either by competitive bidding or negotiation, made by the contractor for work to be performed under a subcontract, including procurements of materials or leases of equipment, each potential subcontractor or supplier shall be notified by the contractor of the contractor's obligations under this contract and the regulations relative to nondiscrimination on the grounds of race, color, or national origin.
4. **Information and Reports.** The contractor shall provide all information and reports required by the regulations or directives issued pursuant thereto and shall permit access to its books, records, accounts, other sources of information and its facilities as may be determined by the sponsor or the Federal Aviation Administration (FAA) to be pertinent to ascertain compliance with such regulations, orders, and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish this information, the contractor shall so certify to the sponsor or the FAA as appropriate, and shall set forth what efforts it has made to obtain the information.
5. **Sanctions for Noncompliance.** In the event of the contractor's noncompliance with the nondiscrimination provisions of this contract, the sponsor shall impose such contract sanctions as it or the FAA may determine to be appropriate, including but not limited to:
 - (a.) withholding of payments to the contractor under the contract until the contractor complies, and/or
 - (b.) cancellation, termination, or suspension of the contract, in whole or in part.
6. **Incorporation of Provisions.** The contractor shall include the provisions of paragraphs 1 through 5 in every subcontract, including procurements of materials and leases of equipment, unless exempt by the regulations or directives issued pursuant thereto. The contractor shall take such action with respect to any subcontract or procurement as the sponsor or the FAA may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, however, that in the event a contractor becomes involved in, or is threatened with, litigation with a subcontractor or supplier as a result of such direction, the contractor may request the sponsor to enter into such litigation to protect the interest of the sponsor and, in addition, the contractor may request the United States to enter into such litigation to protect the interests of the United States.

DISADVANTAGED BUSINESS ENTERPRISE (DBE) ASSURANCES

1. **Policy.** It is the policy of the Department of Transportation (DOT) that disadvantaged business enterprises. As defined in 49 CFR Part 23, shall have the maximum opportunity to participate in the performance of contracts financed in whole or in part with Federal funds under this agreement. Consequently, the DBE requirements of 49 CFR Part 23 apply to this agreement.
2. **DBE Obligation.** The contractor agrees to ensure that disadvantaged business enterprises, as defined in 49 CFR Part 23 have the maximum opportunity to participate in the performance of contracts and subcontracts financed in whole or in part with Federal funds provided under this agreement. In this regard, all contractors shall take all necessary and reasonable steps in accordance with 49 CFR Part 23 to ensure that disadvantaged business enterprises have the maximum opportunity to compete for and perform contracts.

Contractors shall not discriminate on the basis of race, color, national origin, or sex in the award and performance of DOT-assisted contract.



Agenda Item Cover Letter

Meeting: [x] City Council, [] GPWA, [] Other:
Date of Meeting: July 15, 2014
Contact: Sereniah Breland, City Manager

Agenda Item

Discussion and possible action of Resolution No. 2014-13 approving participation with the State of Oklahoma Department of Transportation for the installation and maintenance of traffic signals

Summary

Funding Expected: [] Revenue, [X] Expenditure, [] N/A
Budgeted: [] Yes, [x] No, [] N/A
Account Number: _____ Amount: _____
Legal Review: [] N/A, [X] Required, Completed Date: 7-11-14

Supporting documents attached

- Resolution No. 2014-13

Recommendation

Approve Resolution 2014-13

Action Needed: [] Public Hearing, [X] Motion, [] Emergency Clause

RESOLUTION NO. 2014-13

A RESOLUTION APPROVING PARTICIPATION WITH THE STATE OF OKLAHOMA DEPARTMENT OF TRANSPORTATION FOR THE INSTALLATION OF TRAFFIC SIGNALS.

WHEREAS, the Department of Transportation has performed studies for the installation of Traffic Signals on SH-33 at the I-35 interchanges (north- and southbound on/off ramps) in the City of Guthrie, Oklahoma, and said studies recommends that the Traffic Signals be installed;

WHEREAS, the Department of Transportation agrees that state and/or federal funds will be used 100% for signal engineering and construction costs, with City participation being limited to what is stated herein this resolution;

WHEREAS, the City further agrees to provide any additional right-of-way necessary for the construction;

WHEREAS, the City further agrees to pay all expenses associated with relocating utilities conflicting with the new construction in the proposed project area;

WHEREAS, the City further agrees to execute a maintenance agreement to maintain the Traffic Signals to a level of service acceptable to the Department of Transportation and pay all utility expenses associated with the operation of Traffic Signals.

PASSED AND APPROVED at the regular meeting of the City Council of the City of Guthrie, Oklahoma and duly signed by the Mayor this _____ day of _____, 2014.

Mark Spradlin, MAYOR

ATTEST:

Kim Biggs, City Clerk

APPROVED AS TO FORM:

Randel Shadid, City Attorney

City of Guthrie
A/P Claims List
 from 6/30/2014 to 6/30/2014

Invoice #	Vendor	Description	Account	Cost
PR3901-1	AETNA - MIDDLETOWN 22051		01-00-00-2031	\$93.45
PR3907-1	AETNA - MIDDLETOWN 22051		01-00-00-2031	\$93.45
PR3901-1	AETNA HEALTHCARE 22795		01-00-00-2031	\$2,325.58
PR3907-1	AETNA HEALTHCARE 22795		01-00-00-2031	\$2,057.57
PR3901-1	AETNA - MIDDLETOWN 22051		01-00-00-2032	\$194.06
PR3907-1	AETNA - MIDDLETOWN 22051		01-00-00-2032	\$132.20
PR3901-1	AETNA HEALTHCARE 22795		01-00-00-2032	\$11,944.84
PR3907-1	AETNA HEALTHCARE 22795		01-00-00-2032	\$13,233.20
PR3901-1	AETNA HEALTHCARE 22795		01-00-00-2033	\$763.12
PR3907-1	AETNA HEALTHCARE 22795		01-00-00-2033	\$750.78
PR3901-1	AETNA HEALTHCARE 22795		01-00-00-2034	\$277.27
PR3907-1	AETNA HEALTHCARE 22795		01-00-00-2034	\$264.95
PR3901-1	Y.M.C.A. OF GUTHRIE OKLAHOM		01-00-00-2082	\$170.59
PR3907-1	Y.M.C.A. OF GUTHRIE OKLAHOM		01-00-00-2082	\$271.50
PR3901-1	Y.M.C.A. OF GUTHRIE OKLAHOM		01-00-00-2063	\$32.63
PR3907-1	Y.M.C.A. OF GUTHRIE OKLAHOM		01-00-00-2063	\$32.63
MAY2014	BANK OF AMERICA 22774	Central Office Supplies	01-01-00-6100	\$3,009.64
MAY2014	BANK OF AMERICA 22774	Janitor/Chemicals Supplies	01-01-00-6103	\$1,701.56
MAY2014	BANK OF AMERICA 22774	Safety Supplies	01-01-00-6110	\$672.24
MAY2014	BANK OF AMERICA 22774	Building & Grounds	01-01-00-6112	\$5,236.44
MAY2014	BANK OF AMERICA 22774	Miscellaneous Supplies	01-01-00-6114	\$207.32
MAY2014	BANK OF AMERICA 22774	Telephone	01-01-00-6301	\$2,493.78
MAY2014	BANK OF AMERICA 22774	Printing	01-01-00-6308	\$0.00
MAY2014	BANK OF AMERICA 22774	Computer Operations	01-01-00-6311	\$0.00
MAY2014	BANK OF AMERICA 22774	Council Travel/Training	01-01-00-6314	\$0.00
MAY2014	BANK OF AMERICA 22774	Communications	01-01-00-6318	\$0.00
MAY2014	BANK OF AMERICA 22774	COMMUNICATIONS	01-01-00-6330	\$472.50
8185	CRAWFORD & ASSOCIATES,P.C.	PROFESSIONAL SERVICES - ACCOUNTIN	01-01-00-6330	\$472.50
MAY2014	BANK OF AMERICA 22774	Advertising - Legal Publications	01-01-00-6334	\$0.00
MAY2014	BANK OF AMERICA 22774	Miscellaneous Services/Charges	01-01-00-6346	\$114.83
MAY2014	BANK OF AMERICA 22774	Maintenance Agreement	01-01-00-6347	\$0.00
MAY2014	BANK OF AMERICA 22774	Membership Dues	01-01-00-6350	\$0.00
MAY2014BOA	BANK OF AMERICA 22774	PCARD TRANSACTIONS FOR THE MONTH	01-01-00-6372	\$5,100.00
MAY2014	BANK OF AMERICA 22774	Professional Services	01-01-00-6373	\$0.00
JUNE2014	GREG BUCKLEY CONSULTING (Compensation and Classification Study	01-01-00-6373	\$3,200.00
2026011	MYERS ENGINEERING CORPOR	MINERAL WELLS PARK POND REHAB PR	01-01-00-6373	\$1,125.00
2026032	MYERS ENGINEERING CORPOR	MINERAL WELLS PARK POND REHAB PR	01-01-00-6373	\$200.00
MAY2014	BANK OF AMERICA 22774	Internet Services	01-01-00-6381	\$669.75
MAY2014	BANK OF AMERICA 22774	Professional Development (City Manager)	01-02-20-6048	\$952.48
MAY2014	BANK OF AMERICA 22774	Machine/Equipment Maintenance	01-02-20-6317	\$243.14
MAY2014	BANK OF AMERICA 22774	Dues & Subscriptions	01-02-20-6355	\$0.00
MAY2014	BANK OF AMERICA 22774	Professional Development (HR)	01-02-24-6048	\$0.00
MAY2014	BANK OF AMERICA 22774	Supplies & Operating Expense - GTV 20	01-02-24-6126	\$29.99
MAY2014	BANK OF AMERICA 22774	Machine/Equipment Maintenance	01-02-24-6317	\$0.00
MAY2014	BANK OF AMERICA 22774	Advertising - Legal Publications	01-02-24-6334	\$137.40
MAY2014	BANK OF AMERICA 22774	Dues & Subscriptions	01-02-24-6355	\$0.00
MAY2014	BANK OF AMERICA 22774	Uniforms - Building Services	01-02-25-6016	\$0.00
MAY2014	BANK OF AMERICA 22774	Professional Development (Building Services)	01-02-25-6048	\$0.00
MAY2014	BANK OF AMERICA 22774	Safety Supplies	01-02-25-6110	\$0.00
MAY2014	BANK OF AMERICA 22774	Vehicle Maintenance	01-02-25-6316	\$0.00
MAY2014	BANK OF AMERICA 22774	Machine/Equipment Maintenance	01-02-25-6317	\$0.00

City of Guthrie

A/P Claims List

from 6/30/2014 to 6/30/2014

Invoice #	Vendor	Description	Account	Cost
MAY2014	BANK OF AMERICA 22774	Professional Development (Finance)	01-03-30-6048	\$0.00
MAY2014CM	BANK OF AMERICA 22774		01-03-30-6048	(\$100.00)
MAY2014	BANK OF AMERICA 22774	Machine/Equipment Maintenance	01-03-30-6317	\$265.04
MAY2014	BANK OF AMERICA 22774	Maintenance Agreements	01-03-30-6347	\$0.00
MAY2014	BANK OF AMERICA 22774	Recording/Dues/Subscriptions	01-03-30-6355	\$0.00
MAY2014	BANK OF AMERICA 22774	Professional Development (Planning)	01-05-50-6048	\$0.00
MAY2014	BANK OF AMERICA 22774	Office Supplies	01-05-50-6100	\$0.00
MAY2014	BANK OF AMERICA 22774	Safety Supplies / Apparel	01-05-50-6110	\$0.00
MAY2014	BANK OF AMERICA 22774	Miscellaneous	01-05-50-6114	\$0.00
MAY2014	BANK OF AMERICA 22774	Computer Supplies	01-05-50-6123	\$0.00
MAY2014	BANK OF AMERICA 22774	Printing	01-05-50-6308	\$0.00
MAY2014	BANK OF AMERICA 22774	Vehicle Maintenance	01-05-50-6316	\$0.00
MAY2014	BANK OF AMERICA 22774	Machine/Equipment Maintenance	01-05-50-6317	\$190.88
MAY2014	BANK OF AMERICA 22774	Advertising - Legal Publications	01-05-50-6334	\$0.00
MAY2014	BANK OF AMERICA 22774	Dues & Subscriptions	01-05-50-6355	\$0.00
MAY2014	BANK OF AMERICA 22774	Professional Services	01-05-50-6373	\$0.00
MAY2014	BANK OF AMERICA 22774	Reference Books - Community Development	01-05-50-6379	\$0.00
MAY2014	BANK OF AMERICA 22774	Professional Development	01-05-51-6048	\$0.00
MAY2014	BANK OF AMERICA 22774	Vehicle Maintenance	01-05-51-6316	\$0.00
MAY2014	BANK OF AMERICA 22774	Advertising - Legal Publications	01-05-51-6334	\$0.00
MAY2014CM	BANK OF AMERICA 22774		01-05-51-6334	(\$15.34)
MAY2014	BANK OF AMERICA 22774	Dues & Subscriptions	01-05-51-6355	\$0.00
MAY2014	BANK OF AMERICA 22774	Professional Development	01-05-53-6048	\$333.69
MAY2014	BANK OF AMERICA 22774	Marketing Expenses	01-05-53-6123	\$0.00
MAY2014	BANK OF AMERICA 22774	Printing	01-05-53-6308	\$0.00
MAY2014	BANK OF AMERICA 22774	Special Events - Economic Development	01-05-53-6342	\$0.00
MAY2014	BANK OF AMERICA 22774	Dues & Subscriptions	01-05-53-6355	\$0.00
MAY2014	BANK OF AMERICA 22774	ED - Professional Development	01-05-53-6373	\$0.00
MAY2014	BANK OF AMERICA 22774	Professional Development	01-06-60-6048	\$0.00
MAY2014	BANK OF AMERICA 22774	Literacy Programming Supplies	01-06-60-6114	\$1,255.98
MAY2014	BANK OF AMERICA 22774	Library Supplies	01-06-60-6117	\$0.00
MAY2014	BANK OF AMERICA 22774	Library Materials - Print	01-06-60-6130	\$0.00
MAY2014	BANK OF AMERICA 22774	Library Materials - Electronic	01-06-60-6131	\$497.10
MAY2014	BANK OF AMERICA 22774	Machine/Equipment Maintenance	01-06-60-6317	\$520.95
MAY2014	BANK OF AMERICA 22774	Dues & Subscriptions - Library	01-06-60-6355	\$0.00
MAY2014	BANK OF AMERICA 22774	Building Maintenance	01-06-60-6387	\$56.00
MAY2014	BANK OF AMERICA 22774	Uniforms - PD	01-07-70-6019	\$0.00
MAY2014	BANK OF AMERICA 22774	Employee Physicals	01-07-70-6030	\$0.00
MAY2014	BANK OF AMERICA 22774	Chemicals	01-07-70-6104	\$0.00
MAY2014	BANK OF AMERICA 22774	Jail Supplies	01-07-70-6106	\$141.58
MAY2014	BANK OF AMERICA 22774	K-9 Dog Food/Supplies	01-07-70-6108	\$103.98
MAY2014	BANK OF AMERICA 22774	Safety Supplies/Apparel	01-07-70-6110	\$23.71
MAY2014BOA	BANK OF AMERICA 22774	PCARD TRANSACTIONS FOR THE MONTH	01-07-70-6112	\$19.18
MAY2014	BANK OF AMERICA 22774	Miscellaneous Supplies	01-07-70-6114	\$55.65
MAY2014	BANK OF AMERICA 22774	Fuel & Lube	01-07-70-6118	\$0.00
MAY2014	BANK OF AMERICA 22774	Photo/Video Supply	01-07-70-6120	\$0.00
MAY2014	BANK OF AMERICA 22774	Crime Prevention Program	01-07-70-6122	\$0.00
MAY2014	BANK OF AMERICA 22774	Printing	01-07-70-6308	\$0.00
MAY2014	BANK OF AMERICA 22774	Computer Maintenance/Operations	01-07-70-6311	\$74.97
MAY2014	BANK OF AMERICA 22774	Vehicle Maintenance	01-07-70-6316	\$2,969.61

City of Guthrie

A/P Claims List

from 6/30/2014 to 6/30/2014

Invoice #	Vendor	Description	Account	Cost
MAY2014	BANK OF AMERICA 22774	Machine/Equipment Maintenance	01-07-70-6317	\$334.79
MAY2014	BANK OF AMERICA 22774	Communications	01-07-70-6318	\$526.55
MAY2014	BANK OF AMERICA 22774	Collections	01-07-70-6340	\$0.00
MAY2014	BANK OF AMERICA 22774	Special Events	01-07-70-6342	\$0.00
MAY2014	BANK OF AMERICA 22774	Training Program	01-07-70-6343	\$1,090.42
MAY2014	BANK OF AMERICA 22774	Dues & Subscriptions	01-07-70-6355	\$0.00
MAY2014	BANK OF AMERICA 22774	Uniform Allowance - PD	01-07-71-6019	\$539.88
MAY2014	BANK OF AMERICA 22774	Ammunition	01-07-71-6105	\$0.00
MAY2014	BANK OF AMERICA 22774	Chemicals	01-07-72-6104	\$93.20
MAY2014	BANK OF AMERICA 22774	Shelter Food/Supplies	01-07-72-6108	\$39.50
MAY2014	BANK OF AMERICA 22774	Safety Supplies/Apparel	01-07-72-6110	\$0.00
MAY2014	BANK OF AMERICA 22774	Building & Grounds	01-07-72-6112	\$152.40
MAY2014	BANK OF AMERICA 22774	Kennel Supplies	01-07-72-6114	\$0.00
MAY2014	BANK OF AMERICA 22774	Animal Cages	01-07-72-6132	\$0.00
MAY2014BOA	BANK OF AMERICA 22774	PCARD TRANSACTIONS FOR THE MONTH	01-07-72-6133	\$286.00
MAY2014	BANK OF AMERICA 22774	Uniform Allowance - CID	01-07-77-6019	\$0.00
MAY2014	BANK OF AMERICA 22774	Photo/Video Supplies	01-07-77-6120	\$0.00
MAY2014	BANK OF AMERICA 22774	Drug Enforcement Program	01-07-77-6124	\$0.00
MAY2014	BANK OF AMERICA 22774	Property/Evidence Supplies	01-07-77-6323	\$0.00
MAY2014	BANK OF AMERICA 22774	Special Investigation Operations	01-07-77-6336	\$0.00
MAY2014	BANK OF AMERICA 22774	Miscellaneous Supplies	01-07-78-6114	\$0.00
MAY2014	BANK OF AMERICA 22774	Uniforms - Street Dept.	01-12-00-6016	\$36.00
MAY2014	BANK OF AMERICA 22774	Minor Tools	01-12-00-6102	\$0.00
MAY2014	BANK OF AMERICA 22774	Chemicals	01-12-00-6104	\$40.98
MAY2014	BANK OF AMERICA 22774	Safety Supplies	01-12-00-6110	\$0.00
MAY2014CM	BANK OF AMERICA 22774		01-12-00-6110	(\$31.52)
MAY2014	BANK OF AMERICA 22774	Traffic Supplies	01-12-00-6111	\$0.00
MAY2014	BANK OF AMERICA 22774	Building & Grounds	01-12-00-6112	\$0.00
MAY2014	BANK OF AMERICA 22774	Street/Sidewalks/Bridges	01-12-00-6113	\$4,281.81
MAY2014	BANK OF AMERICA 22774	Miscellaneous Supplies	01-12-00-6114	\$14.81
MAY2014	BANK OF AMERICA 22774	Signs & Materials	01-12-00-6115	\$1,467.50
MAY2014	BANK OF AMERICA 22774	Fuel & Lube	01-12-00-6118	\$149.34
MAY2014	BANK OF AMERICA 22774	Vehicle Maintenance	01-12-00-6316	\$944.22
MAY2014	BANK OF AMERICA 22774	Machine/Equipment Maintenance	01-12-00-6317	\$733.40
MAY2014	BANK OF AMERICA 22774	Communications	01-12-00-6318	\$0.00
MAY2014	BANK OF AMERICA 22774	Equipment Rental	01-12-00-6321	\$0.00
MAY2014	BANK OF AMERICA 22774	License & Certification - Street	01-12-00-6365	\$52.79
MAY2014	BANK OF AMERICA 22774	Uniforms - Fleet Maintenance	01-14-00-6016	\$152.88
MAY2014	BANK OF AMERICA 22774	Professional Development (Fleet Maintenanc	01-14-00-6048	\$0.00
MAY2014	BANK OF AMERICA 22774	Minor Tools	01-14-00-6102	\$147.97
MAY2014	BANK OF AMERICA 22774	Chemicals	01-14-00-6104	\$0.00
MAY2014	BANK OF AMERICA 22774	Safety Supplies	01-14-00-6110	\$0.00
MAY2014	BANK OF AMERICA 22774	Building & Grounds	01-14-00-6112	\$0.00
MAY2014	BANK OF AMERICA 22774	Shop Supplies	01-14-00-6114	\$0.00
MAY2014	BANK OF AMERICA 22774	Vehicle Maintenance	01-14-00-6316	\$45.50
MAY2014	BANK OF AMERICA 22774	Machine/Equipment Maintenance	01-14-00-6317	\$0.34
MAY2014	BANK OF AMERICA 22774	Computer Maintenance	01-14-00-6324	\$0.00
MAY2014	BANK OF AMERICA 22774	Miscellaneous Services / Charges	01-14-00-6346	\$0.00
MAY2014	BANK OF AMERICA 22774	Reference Books	01-14-00-6379	\$177.95
MAY2014	BANK OF AMERICA 22774	Vehicle Maintenance	01-14-41-6116	\$467.10

City of Guthrie
A/P Claims List
 from 6/30/2014 to 6/30/2014

Invoice #	Vendor	Description	Account	Cost
MAY2014	BANK OF AMERICA 22774	Fuel & Lube	01-14-41-6118	\$660.00
MAY2014	BANK OF AMERICA 22774	Uniforms - Parks	01-15-11-6016	\$0.00
MAY2014	BANK OF AMERICA 22774	Professional Development	01-15-11-6048	\$0.00
MAY2014	BANK OF AMERICA 22774	Minor Tools	01-15-11-6102	\$0.00
MAY2014	BANK OF AMERICA 22774	Chemicals	01-15-11-6104	\$0.00
MAY2014	BANK OF AMERICA 22774	Safety Supplies	01-15-11-6110	\$233.92
MAY2014	BANK OF AMERICA 22774	Buildings & Grounds	01-15-11-6112	\$927.09
MAY2014	BANK OF AMERICA 22774	Fuel & Lube	01-15-11-6118	\$0.00
MAY2014	BANK OF AMERICA 22774	Vehicle Maintenance	01-15-11-6316	\$45.50
MAY2014	BANK OF AMERICA 22774	Machine/Equipment Maintenance	01-15-11-6317	\$3,135.47
		Total GENERAL FUND		\$81,342.66
PR3901-1	AETNA - MIDDLETOWN 22051		09-00-00-2031	\$6.00
PR3907-1	AETNA - MIDDLETOWN 22051		09-00-00-2031	\$6.00
PR3901-1	AETNA HEALTHCARE 22795		09-00-00-2031	\$698.03
PR3907-1	AETNA HEALTHCARE 22795		09-00-00-2031	\$698.03
PR3901-1	AETNA - MIDDLETOWN 22051		09-00-00-2032	\$78.25
PR3907-1	AETNA - MIDDLETOWN 22051		09-00-00-2032	\$78.25
PR3901-1	AETNA HEALTHCARE 22795		09-00-00-2032	\$5,000.00
PR3907-1	AETNA HEALTHCARE 22795		09-00-00-2032	\$5,000.00
PR3901-1	AETNA HEALTHCARE 22795		09-00-00-2033	\$308.50
PR3907-1	AETNA HEALTHCARE 22795		09-00-00-2033	\$308.50
PR3901-1	AETNA HEALTHCARE 22795		09-00-00-2034	\$122.01
PR3907-1	AETNA HEALTHCARE 22795		09-00-00-2034	\$122.01
PR3901-1	Y.M.C.A. OF GUTHRIE OKLAHOM		09-00-00-2062	\$25.86
PR3907-1	Y.M.C.A. OF GUTHRIE OKLAHOM		09-00-00-2062	\$25.86
MAY2014	BANK OF AMERICA 22774	Uniforms - FD/Suppression	09-09-90-6016	\$388.19
MAY2014	BANK OF AMERICA 22774	Professional Development (FD)	09-09-90-6048	\$0.00
MAY2014	BANK OF AMERICA 22774	Minor Tools	09-09-90-6102	\$0.00
MAY2014	BANK OF AMERICA 22774	Chemicals	09-09-90-6104	\$0.00
MAY2014	BANK OF AMERICA 22774	Food/Humans	09-09-90-6107	\$408.10
MAY2014	BANK OF AMERICA 22774	FD Safety Supplies	09-09-90-6110	\$681.07
MAY2014	BANK OF AMERICA 22774	Building & Grounds	09-09-90-6112	\$1,200.12
MAY2014	BANK OF AMERICA 22774	Misc Supplies	09-09-90-6114	\$0.00
MAY2014	BANK OF AMERICA 22774	Nozzle Replacement	09-09-90-6136	\$0.00
MAY2014	BANK OF AMERICA 22774	Hose Replacement	09-09-90-6137	\$0.00
MAY2014	BANK OF AMERICA 22774	SCBA Bottle Program	09-09-90-6138	\$0.00
MAY2014	BANK OF AMERICA 22774	Vehicle Maintenance	09-09-90-6316	\$1,744.29
MAY2014	BANK OF AMERICA 22774	Machine/Equipment Maintenance	09-09-90-6317	\$545.79
MAY2014	BANK OF AMERICA 22774	Communications	09-09-90-6318	\$43.98
MAY2014	BANK OF AMERICA 22774	Dues & Subscriptions	09-09-90-6355	\$0.00
MAY2014	BANK OF AMERICA 22774	Certification Equipment	09-09-90-6362	\$0.00
MAY2014	BANK OF AMERICA 22774	Uniforms - FD/EMS	09-09-92-6016	\$455.93
MAY2014	BANK OF AMERICA 22774	Professional Development (EMS)	09-09-92-6048	\$0.00
MAY2014	BANK OF AMERICA 22774	Chemicals/Ambulance Supplies	09-09-92-6104	\$4,748.55
MAY2014	BANK OF AMERICA 22774	Safety Supplies/Apparel	09-09-92-6110	\$0.00
MAY2014	BANK OF AMERICA 22774	Vehicle Maintenance	09-09-92-6316	\$3,571.39
MAY2014	BANK OF AMERICA 22774	Communications	09-09-92-6318	\$0.00
MAY2014	BANK OF AMERICA 22774	Dues & Subscriptions	09-09-92-6355	\$0.00
MAY2014	BANK OF AMERICA 22774	Professional Services	09-09-92-6373	\$0.00
MAY2014	BANK OF AMERICA 22774	Uniforms - FD/Admin	09-09-96-6016	\$70.83

City of Guthrie
A/P Claims List
 from 6/30/2014 to 6/30/2014

Invoice #	Vendor	Description	Account	Cost
MAY2014	BANK OF AMERICA 22774	Professional Development (Fire - Admin)	09-09-96-6048	\$123.67
MAY2014	BANK OF AMERICA 22774	Office Supplies	09-09-96-6101	\$0.00
MAY2014	BANK OF AMERICA 22774	Minor Tools	09-09-96-6102	\$0.00
MAY2014	BANK OF AMERICA 22774	Food/Humans	09-09-96-6107	\$0.00
MAY2014	BANK OF AMERICA 22774	Miscellaneous Supplies	09-09-96-6114	\$0.00
MAY2014	BANK OF AMERICA 22774	Public Education	09-09-96-6121	\$68.50
MAY2014	BANK OF AMERICA 22774	Vehicle Maintenance	09-09-96-6316	\$45.50
MAY2014	BANK OF AMERICA 22774	Communications	09-09-96-6318	\$0.00
MAY2014	BANK OF AMERICA 22774	Dues & Subscriptions	09-09-96-6355	\$0.00
		Total FIRE/EMS FUND		\$26,573.21
PR3901-2	AETNA - MIDDLETOWN 22051		20-00-00-2031	\$20.90
PR3907-2	AETNA - MIDDLETOWN 22051		20-00-00-2031	\$20.90
PR3901-2	AETNA HEALTHCARE 22795		20-00-00-2031	\$472.01
PR3907-2	AETNA HEALTHCARE 22795		20-00-00-2031	\$472.01
PR3901-2	AETNA - MIDDLETOWN 22051		20-00-00-2032	\$71.99
PR3907-2	AETNA - MIDDLETOWN 22051		20-00-00-2032	\$71.99
PR3901-2	AETNA HEALTHCARE 22795		20-00-00-2032	\$4,600.00
PR3907-2	AETNA HEALTHCARE 22795		20-00-00-2032	\$4,600.00
PR3901-2	AETNA HEALTHCARE 22795		20-00-00-2033	\$283.82
PR3907-2	AETNA HEALTHCARE 22795		20-00-00-2033	\$283.82
PR3901-2	AETNA HEALTHCARE 22795		20-00-00-2034	\$122.27
PR3907-2	AETNA HEALTHCARE 22795		20-00-00-2034	\$122.27
PR3901-2	Y.M.C.A. OF GUTHRIE OKLAHOM		20-00-00-2062	\$36.98
PR3907-2	Y.M.C.A. OF GUTHRIE OKLAHOM		20-00-00-2062	\$46.16
PR3907-2	Y.M.C.A. OF GUTHRIE OKLAHOM		20-00-00-2063	\$8.70
MAY2014-CM	WASTE CONNECTIONS, INC (210	MAY RENT	20-00-00-5466	(\$250.00)
MAY2014	BANK OF AMERICA 22774	Safety Supplies	20-21-00-6110	\$672.24
MAY2014	BANK OF AMERICA 22774	Buildings & Grounds (GPWA)	20-21-00-6112	\$0.00
MAY2014	BANK OF AMERICA 22774	Miscellaneous Supplies	20-21-00-6114	\$59.04
MAY2014	BANK OF AMERICA 22774	Telephone	20-21-00-6301	\$1,740.33
MAY2014	BANK OF AMERICA 22774	Printing	20-21-00-6308	\$0.00
MAY2014	BANK OF AMERICA 22774	Postage	20-21-00-6309	\$0.00
MAY2014	BANK OF AMERICA 22774	Computer Operations	20-21-00-6311	\$0.00
MAY2014	BANK OF AMERICA 22774	Machine/Equipment Maintenance	20-21-00-6317	\$129.41
MAY2014	BANK OF AMERICA 22774	Communications	20-21-00-6318	\$29.90
MAY2014	BANK OF AMERICA 22774	Safety Program	20-21-00-6339	\$0.00
MAY2014	BANK OF AMERICA 22774	Utilities Collection Fees	20-21-00-6340	\$59.68
MAY2014	BANK OF AMERICA 22774	Maintenance Agreements	20-21-00-6347	\$0.00
MAY2014-1	WASTE CONNECTIONS, INC (210	Sanitation Commercial/Residential Service A	20-21-00-6348	\$72,877.08
MAY2014	BANK OF AMERICA 22774	Professional Services	20-21-00-6373	\$0.00
MAY2014	BANK OF AMERICA 22774	Professional Development (GPWA Admin)	20-22-00-6048	\$0.00
MAY2014	BANK OF AMERICA 22774	Uniforms - WIP	20-23-00-6016	\$0.00
MAY2014	BANK OF AMERICA 22774	Minor Tools	20-23-00-6102	\$0.00
MAY2014	BANK OF AMERICA 22774	Chemicals/Medical	20-23-00-6104	\$0.00
MAY2014	BANK OF AMERICA 22774	Lab Supplies	20-23-00-6109	\$944.59
MAY2014	BANK OF AMERICA 22774	Safety Apparel & Supplies	20-23-00-6110	\$0.00
MAY2014	BANK OF AMERICA 22774	Building & Grounds	20-23-00-6112	\$0.00
MAY2014	BANK OF AMERICA 22774	Annual State Water Testing	20-23-00-6303	\$480.00
MAY2014	BANK OF AMERICA 22774	Vehicle Maintenance	20-23-00-6316	\$0.00
MAY2014	BANK OF AMERICA 22774	Machine/Equipment Maintenance	20-23-00-6317	\$3,856.80

City of Guthrie
A/P Claims List
 from 6/30/2014 to 6/30/2014

Invoice #	Vendor	Description	Account	Cost
MAY2014	BANK OF AMERICA 22774	Computer Maintenance	20-23-00-6324	\$0.00
MAY2014	BANK OF AMERICA 22774	Publishing Fees	20-23-00-6334	\$0.00
MAY2014	BANK OF AMERICA 22774	Booster Station	20-23-00-6335	\$194.22
MAY2014	BANK OF AMERICA 22774	License & Certification - Water Plant	20-23-00-6365	\$0.00
MAY2014	BANK OF AMERICA 22774	License & Certification	20-23-00-6365	\$0.00
MAY2014	BANK OF AMERICA 22774	Uniforms - WWTP	20-24-00-6016	\$0.00
06042014	GHM ENTERPRISES (1097)	Blanket for Laundry Service	20-24-00-6016	\$7.20
602	GHM ENTERPRISES (1097)	Blanket for Laundry Service	20-24-00-6016	\$7.20
606	GHM ENTERPRISES (1097)	Blanket for Laundry Service	20-24-00-6016	\$7.20
609	GHM ENTERPRISES (1097)	Blanket for Laundry Service	20-24-00-6016	\$6.00
MAY2014	BANK OF AMERICA 22774	Minor Tools	20-24-00-6102	\$33.84
MAY2014	BANK OF AMERICA 22774	Chemicals	20-24-00-6104	\$8,434.46
MAY2014	BANK OF AMERICA 22774	Lab Supplies	20-24-00-6109	\$1,668.97
MAY2014	BANK OF AMERICA 22774	Safety Apparel & Supplies	20-24-00-6110	\$0.00
MAY2014	BANK OF AMERICA 22774	Buildings & Grounds	20-24-00-6112	\$436.17
MAY2014	BANK OF AMERICA 22774	Fuel & Lube	20-24-00-6114	\$0.00
MAY2014	BANK OF AMERICA 22774	Fuel & Lube	20-24-00-6118	\$0.00
MAY2014	BANK OF AMERICA 22774	Lift Station Maintenance	20-24-00-6312	\$1,795.23
MAY2014	BANK OF AMERICA 22774	Vehicle Maintenance	20-24-00-6316	\$796.55
MAY2014	BANK OF AMERICA 22774	Machine/Equipment Maintenance	20-24-00-6317	\$201.52
MAY2014	BANK OF AMERICA 22774	Required/Mandatory Testing	20-24-00-6357	\$0.00
MAY2014	BANK OF AMERICA 22774	License & Certification	20-24-00-6365	\$0.00
MAY2014	BANK OF AMERICA 22774	Uniforms - Convenience Ctr.	20-26-00-6016	\$0.00
MAY2014	BANK OF AMERICA 22774	Minor Tools	20-26-00-6102	\$0.00
MAY2014	BANK OF AMERICA 22774	Safety Apparel & Supplies	20-26-00-6110	\$0.00
MAY2014	BANK OF AMERICA 22774	Building & Grounds	20-26-00-6112	\$18.99
MAY2014	BANK OF AMERICA 22774	Miscellaneous Supplies	20-26-00-6114	\$0.00
MAY2014	BANK OF AMERICA 22774	Fuel & Lube	20-26-00-6118	\$0.00
MAY2014	BANK OF AMERICA 22774	Vehicle Maintenance	20-26-00-6316	\$305.65
MAY2014	BANK OF AMERICA 22774	Machine/Equipment Maintenance	20-26-00-6317	\$0.00
MAY2014-1	WASTE CONNECTIONS, INC (210	Sanitation Convenience Center Service Agree	20-26-00-6375	\$6,306.45
MAY2014	BANK OF AMERICA 22774	Uniforms - Line Maintenance	20-27-00-6016	\$0.00
MAY2014	BANK OF AMERICA 22774	Minor Tools	20-27-00-6102	\$125.77
MAY2014	BANK OF AMERICA 22774	Chemicals	20-27-00-6104	\$0.00
MAY2014	BANK OF AMERICA 22774	Safety Apparel & Supplies	20-27-00-6110	\$365.87
MAY2014	BANK OF AMERICA 22774	Buildings and Grounds	20-27-00-6112	\$42.09
MAY2014	BANK OF AMERICA 22774	Fuel & Lube	20-27-00-6118	\$0.00
MAY2014	BANK OF AMERICA 22774	Water/Sewer Maintenance	20-27-00-6119	\$650.28
MAY2014	BANK OF AMERICA 22774	Water Meters	20-27-00-6129	\$0.00
MAY2014	BANK OF AMERICA 22774	Street/Sidewalks	20-27-00-6313	\$327.50
MAY2014	BANK OF AMERICA 22774	Vehicle Maintenance	20-27-00-6316	\$776.79
MAY2014	BANK OF AMERICA 22774	Machine/Equipment Maintenance	20-27-00-6317	\$273.31
MAY2014	BANK OF AMERICA 22774	Miscellaneous Services/Charges	20-27-00-6346	\$0.00
MAY2014	BANK OF AMERICA 22774	License & Certification - Line Maintenance	20-27-00-6365	\$124.00
MAY2014	BANK OF AMERICA 22774	License & Certification	20-27-00-6365	\$0.00
MAY2014	BANK OF AMERICA 22774	Chemicals	20-29-00-6104	\$0.00
MAY2014	BANK OF AMERICA 22774	Building & Grounds	20-29-00-6112	\$1,144.05
MAY2014	BANK OF AMERICA 22774	Machine/Equipment Maintenance	20-29-00-6317	\$0.00
		Total GPWA OPERATING FUND		\$115,882.20
MAY2014	BANK OF AMERICA 22774	Library: State Aid (ODL)	30-30-06-6541	\$218.79

City of Guthrie
A/P Claims List
 from 6/30/2014 to 6/30/2014

Invoice #	Vendor	Description	Account	Cost
MAY2014	BANK OF AMERICA 22774	Police: OSBI Grant	30-30-07-6357	\$0.00
MAY2014	BANK OF AMERICA 22774	Bullet Proof Vest Grant	30-30-07-6597	\$0.00
		Total GRANTS FUND		\$218.79
MAY2014	BANK OF AMERICA 22774	Pool Improvements	45-45-00-6509	\$0.00
MAY2014	BANK OF AMERICA 22774	Highland Hall and Park Repairs	45-45-00-6531	\$0.00
MAY2014	BANK OF AMERICA 22774	Park Improvements	45-45-00-6545	\$0.00
MAY2014	BANK OF AMERICA 22774	Lake Improvents	45-45-00-6546	\$1,568.42
		Total HOTEL/MOTEL TAX FUND		\$1,568.42
MAY2014	BANK OF AMERICA 22774	All Copier Lease	54-54-02-6705	\$3,676.96
MAY2014	BANK OF AMERICA 22774	E911	54-54-07-6514	\$0.00
		Total CAPITAL PROJECTS		\$3,676.96
MAY2014	BANK OF AMERICA 22774	Building & Grounds	72-72-00-6112	\$0.00
MAY2014	BANK OF AMERICA 22774	Computer Operations	72-72-00-6311	\$0.00
MAY2014	BANK OF AMERICA 22774	Tent & Burial Supplies	72-72-00-6554	\$0.00
		Total CEMETERY CARE FUND		\$0.00
PR3901-1	AETNA - MIDDLETOWN 22051		98-00-00-2032	\$3.13
PR3907-1	AETNA - MIDDLETOWN 22051		98-00-00-2032	\$3.13
PR3901-1	AETNA HEALTHCARE 22795		98-00-00-2032	\$200.00
PR3907-1	AETNA HEALTHCARE 22795		98-00-00-2032	\$200.00
PR3901-1	AETNA HEALTHCARE 22795		98-00-00-2033	\$12.34
PR3907-1	AETNA HEALTHCARE 22795		98-00-00-2033	\$12.34
PR3901-1	AETNA HEALTHCARE 22795		98-00-00-2034	\$12.32
PR3907-1	AETNA HEALTHCARE 22795		98-00-00-2034	\$12.32
MAY2014	BANK OF AMERICA 22774	Professional Development (Airport)	98-98-00-6048	\$365.00
MAY2014	BANK OF AMERICA 22774	Office Supplies	98-98-00-6101	\$0.00
MAY2014	BANK OF AMERICA 22774	Minor Tools	98-98-00-6102	\$0.00
MAY2014	BANK OF AMERICA 22774	Safety Supplies/Apparel	98-98-00-6110	\$0.00
MAY2014	BANK OF AMERICA 22774	Building & Grounds	98-98-00-6112	\$256.07
MAY2014	BANK OF AMERICA 22774	Telephone & Internet	98-98-00-6301	\$75.00
MAY2014	BANK OF AMERICA 22774	Printing	98-98-00-6308	\$0.00
MAY2014	BANK OF AMERICA 22774	Airport Beacon	98-98-00-6315	\$60.85
MAY2014	BANK OF AMERICA 22774	Vehicle Maintenance	98-98-00-6316	\$0.00
MAY2014	BANK OF AMERICA 22774	Machine/Equipment Maintenance	98-98-00-6317	\$376.21
MAY2014	BANK OF AMERICA 22774	Professional Services	98-98-00-6373	\$0.00
		Total AIRPORT FUND		\$1,588.71
		Total All Funds		\$230,850.95