

**MINUTES
CITY COUNCIL MEETING
FOLLOWED BY PRYOR PUBLIC WORKS AUTHORITY MEETING
CITY OF PRYOR CREEK, OKLAHOMA
TUESDAY, JUNE 6TH, 2023 AT 6:00 P.M.**

The City Council of the City of Pryor Creek, Oklahoma met in regular session on the above date and time in the Council Chamber upstairs at City Hall, 12 North Rowe Street in Pryor Creek, Oklahoma. This meeting was followed immediately by a meeting of the Pryor Public Works Authority. Notice of these meetings was posted on the East bulletin board located outside to the South of the entrance doors and the City website at www.pryorcreek.org. Notice was also emailed to The Paper newspaper and emailed to the Council members.

1. CALL TO ORDER, PRAYER, PLEDGE OF ALLEGIANCE, ROLL CALL.

Mayor Doyle called the meeting to order at 6:00 p.m. The Prayer and Pledge of Allegiance were led by Pastor Jason Barnes of Freedom Church. Roll Call was conducted by City Clerk Courtney Davis. Council members present included Terry Lamar, Choya Shropshire, Dennis Nance, Travis Mileur, Randy Chitwood, Charles Tramel, Chris Gonthier and Bruce Smith. Members absent: none.

Department Heads and other City Officials present: Mike Moore, Cari Rerat and Jeremy Cantrell.

Others present: Justin Couch, Lori Ballew, Jared Crisp, Kemmie Shropshire, Reagan Eardman, Christie Littlefield, Monty Littlefield, Marshall Morrison, Nena Roberts, Phyllis Lewellen, Arianna Derr, Jason Barnes, Adam Anderson, Houston Brittain, Merideth Olson, Casie Summerlin, Angela Smith, Charles McClellan, Abby McClellan, Matthew D. Radcliffe, Phyllis Radcliffe, BJ Gann, Katie Kerns, Kathy LaValley, Terry Aylward, Jimmie Greeson and Jennifer Brittain.

Mayor moved to Mayor's Report item C, starting with a report from Flock Safety. At 6:19 p.m., Mayor paused item 5c and moved to item 2, Petitions from the Audience, and moved back to item 5c at 6:22 p.m. to continue discussion.

5. MAYOR'S REPORT:

c. Discussion and possible action for the Pryor Creek Police Department to purchase four Flock Safety LPR cameras for a total cost of \$12,600.00, which includes installation. This is for one year and will be a year-to-year contract. From Account #96-965-5502, Cherokee Nation donation.

Motion was made by Gonthier, second by Lamar to approve for Pryor Creek Police Department to purchase four Flock Safety LPR Cameras for a total cost of \$12,600.00, which includes installation. This is for one year and will be a year-to-year contract. From Account #96-965-5502, Cherokee Nation donation.

Gonthier requested that letter he read during discussion be included in the minutes. After much discussion, the motion was amended by Gonthier, second by Lamar to table item 5c until the first Council meeting in July.

Voting yes: Lamar, Shropshire, Nance, Chitwood, Gonthier, Smith. Voting no: Mileur, Tramel.

2. PETITIONS FROM THE AUDIENCE:

Charles McClellan spoke regarding his concerns with the Pryor Creek Police Department possibly purchasing Flock Safety LPR Cameras.

3. DEPARTMENT HEAD REPORTS

Mayor Doyle stated that there would be no reports given tonight. Cari Rerat, Library Director, requested that Mayor Doyle make an announcement regarding the Summer Programs at Thomas J. Harrison Pryor Public Library.

Mayor moved to the Consent Agenda.

4. DISCUSSION AND POSSIBLE ACTION ON CONSENT AGENDA.

(Items deemed non-controversial and routine in nature to be approved by one motion without discussion.
Any Council member wishing to discuss an item may request it be removed and placed on the regular agenda.)

- a. Approve minutes of the May 16th, 2023 Council meeting.
- b. Approve payroll purchase orders through June 9th, 2023.
- c. Approve claims for purchase orders through June 6th, 2023.

<u>FUNDS</u>	<u>PURCHASE ORDER NUMBER</u>	<u>TOTALS</u>
GENERAL	2220223136 - 2220223110	247,887.64
STREET & DRAINAGE	911313B - 2220223023	10,376.89
GOLF COURSE	2220222998 - 2220223087	15,610.51

REAL PROPERTY ACQUIS.	911298B - 2220223008	1,375.00
RECREATION CENTER	2220222984 - 2220222985	26,616.56
DONATIONS & EARMARKED MONIES	2220222967 - 2220223123	2,197.48
EDTA	2220223124 - 2220222953	7,510.00
TOTAL		311,574.08
NO BLANKETS		

- d. Acknowledge receipt of deficient purchase orders.
- e. Approval to accept the Fiscal Year 2021-2022 Audit Report as prepared by Kolker and Kolker, Inc. and reviewed by Violet Kirkendall of Hood and Associates, CPAS, PC.
- f. Approval to transfer \$13,921.00 from Account #02-221-5091 to Account #02-201-5091 due to payment to Architectural Flooring being expended from Account #02-201-5091 in error. This payment was for flooding repairs in the Library.
- g. Approval of an expenditure in the amount of \$22,150.00 to Higley Consulting from Inspector Outside Services Account #02-203-5080 for Inspections for West 530 Apartments. Payment was received by the city from PCO Holdings LLC for the amount due Higley Consulting.
- h. Approval of an expenditure in the amount of \$2,528.56 to GT Distributors for the remainder of ammunition originally approved for purchase on December 7th, 2021. Order was not filled due to product shortages at the time.
- i. Approval to increase Purchase Order #2120212643 from Library Capital Outlay Account #44-445-5416 to BOLT Fiber Optic Services from \$3,448.19 to \$3,588.52 due to insufficient grant funds.
- j. Approval of transferring \$13,921.00 from Library Repair & Maintenance Account #02-221-5091 to General Repair & Maintenance Account #02-201-5091 to refund account for funds expended to Architectural Flooring for Library flood repairs.
- k. Approval to surplus the following computers and equipment (*Scrivener's Error - from City Hall*):
 - Computer Tower - Serial #: 231-00247-0000F
 - AOC Monitor - Serial #: k338ACA006200
 - AOC Monitor - Serial #: L2191JA039186
 - LCD Monitor - Serial #: 99178CA009877
 - Computer Tower - Serial #: AGES-215-13
 - Computer Tower - Serial #: AGES-235-14
 - Computer Tower - Serial #: AGES-218-13
 - Computer Tower - Serial #: AGES22
 - Computer Tower - AGES-219-13
 - Computer Tower - ESP46391574
 - Printer - Serial #: COP-03917
 - Monitor - Serial #: HL161ABBUFW41
 - HP Laptop (missing battery)
 - Acer Aspire Laptop (manufactured in 2006)
 - HP LaserJet P3015 - Serial #: VNB3S29470
- l. Approve donating the following computers and equipment to Summer Reading Teen Night at the Thomas J. Harrison Public Library:
 - Computer Tower - Serial #: 231-00247-0000F
 - AOC Monitor - Serial #: k338ACA006200
 - AOC Monitor - Serial #: L2191JA039186
 - LCD Monitor - Serial #: 99178CA009877
 - Computer Tower - Serial #: AGES-215-13
 - Computer Tower - Serial #: AGES-235-14
 - Computer Tower - Serial #: AGES-218-13
 - Computer Tower - Serial #: AGES22
 - Computer Tower - Serial #: AGES-219-13
 - Computer Tower - Serial #: ESP46391574
 - Printer - Serial #: COP-03917
 - Monitor - Serial #: HL161ABBUFW41
 - HP Laptop (missing battery)
 - Acer Aspire Laptop (manufactured in 2006)

- m. Approve hiring Russell Haynes to fill vacant Recreation Center Receptionist - Front Desk position (Range A, Step 1) at Pryor Creek Recreation Center effective June 7th, 2023.
- n. Approve hiring Katie Kerns to fill vacant Recreation Center Assistant Director position (Range E, Step 1) at Pryor Creek Recreation Center effective June 7th, 2023.
- o. Approval to surplus the following computers and equipment from the Pryor Creek Recreation Center, these items are deemed worthless and are to be scrapped:
 - Computer Tower - AGES - Inventory #: 04652
 - Computer Tower - AGES - Inventory #: 03906
 - Acer Laptop - Travel Mate - 5542 - Inventory #: 03461
 - Acer Laptop - Travel Mate - 5542 - Inventory #: 03555
 - HP Printer Office Jet - 4500 - Inventory #: 04673
 - HP Photosmart Printer - Inventory #: 03556
 - HP Printer - Laser Pro 200 - Inventory #: 04691
 - Epson Receipt Printer - M244A - Inventory #:03553
- p. Approval to surplus Hall 1,200 Gallon Fuel Tank, UL Rated 142 at Station 1 and list on the Purple Wave auction site.
- q. Approval to surplus of the following items from the Pryor Creek Police Department and list for sale on the Purple Wave auction site. (See list in packet.)
- r. Approval for the Pryor Creek Police Department to purchase three Stalker Lidar RLR, total cost of \$8,085.00. From Account #96-965-5502 (*Scrivener's Error - correct accounts are 96-000-4502 - \$6,085.00 and 96-965-5502 - \$2,000.00*), Cherokee Nation donation.
- s. Approval to surplus a 2002 Ford Truck at the Pryor Creek Golf Course and list for sale on the Purple Wave auction site.
- t. Approve the recommendation to appoint Joe Barnts to fill the vacant seat #7 on the Planning and Zoning Commission, term ending 9/30/25. Joe is currently serving as an alternate in seat #6. No resume will be provided.
- u. Approve renewing 2023-2024 city group health insurance plan with Blue Cross Blue Shield.
- v. Approve renewing city dental insurance with Delta Dental.
- w. Approve renewing city vision insurance with VSP.
- x. Approve renewing city group life and optional voluntary life, short-term disability, and long-term disability insurance with Mutual of Omaha.
- y. Approve using Flexplan Administrators, Inc. for COBRA Administration.
- z. Approve voluntary option with MASA Medical Transport Solutions.
- aa. Approve voluntary option with Norton LifeLock Benefit Solutions.
- bb. Approve Mayor to sign Public Safety Grant memorandum of understanding (MOU) with Cherokee Nation for Emergency Services.
- cc. Approve authorizing Recreation Center Director to seek bids to replace the HVAC unit and ductwork in the Group Fitness Room, anticipating an approximate cost of around \$40,000 for both, from Recreation Repair & Maintenance Account #84-845-5091.

Motion was made by Nance, second by Chitwood to approve the consent agenda less items f, q, r, bb. Items j and t did not take any action. Voting yes: Shropshire, Nance, Mileur, Chitwood, Tramel, Gonthier, Smith, Lamar.

4f. Approval to transfer \$13, 921.00 from Account #02-221-5091 to Account #02-201-5091 due to payment to Architectural Flooring being expended from Account #02-201-5091 in error. This payment was for flooding repairs in the Library.

Motion was made by Chitwood, second by Mileur to approve the transfer \$13,921.00 from 02-221-5091 to 02-201-5091 due to payment to Architectural Flooring being expended from Account #02-201-5091 in error. This payment was for flooding repairs in the Library. Rerat clarified that the payment was approved by Council to be expended from Account #02-201-5091 but the insurance check was deposited incorrectly into Account #02-221-5091. Voting yes: Nance, Mileur, Chitwood, Tramel, Gonthier, Smith, Lamar, Shropshire. Voting no: none.

4q. Approval to surplus the following items from the Pryor Creek Police Department and list for sale on the Purple Wave Auction site (see list in packet).

Motion was made by Gonthier, second by Chitwood to approve the surplus of the following items from the Pryor Creek Police Department and list for sale on the Purple Wave Auction site (see list in packet). Voting yes: Mileur, Chitwood, Tramel, Gonthier, Smith, Lamar, Shropshire, Nance. Voting no: none.

4r. Approval for the Pryor Creek Police Department to purchase three Stalker Lidar RLR, total cost of \$8,085.00 from Account #96-965-5502 (scrivener's error - #96-000-4502), Cherokee Nation donation.

Motion was made by Chitwood, second by Shropshire to approve for the Pryor Creek Police Department to purchase three Stalker Lidar RLR, total cost of \$8,085.00 from Account #96-965-5502 (*Scrivener's Error - 96-000-4502*), Cherokee Nation donation. Voting yes: Chitwood, Tramel, Gonthier, Smith, Lamar, Shropshire, Nance, Mileur. Voting no: none.

4bb. Approve Mayor to sign Public Safety Grant Memorandum of Understanding (MOU) with Cherokee Nation for Emergency Services.

Motion was made by Shropshire, second by Chitwood to approve Mayor to sign Public Safety Grant Memorandum of Understand (MOU) with Cherokee Nation for Emergency Services. Mayor Doyle read an opinion provided by K. Ellis Ritchie, City Attorney. Gonthier requested that the letter he read during discussion be included in the minutes. Voting yes: Tramel, Smith, Lamar, Shropshire, Nance, Mileur, Chitwood. Voting no: Gonthier.

5. MAYOR'S REPORT:

- a. Discussion and possible action to approve Mayor signing the Urban Project Agreement, State of Oklahoma Department of Transportation Project Maintenance, Financing and Right-of-Way Agreement. This agreement is for the Downtown Streetscape Project Phase I and a requirement of the recently awarded TAP Grant. The City Council previously declared the eligibility of the City of Pryor Creek to submit the application with Resolution 2022-9, which was approved at the December 6, 2022 City Council meeting.**

Motion was made by Gonthier, second by Chitwood to approve Mayor signing the Urban Project Agreement, State of Oklahoma Department of Transportation Project Maintenance, Financing and Right-of-Way Agreement. This agreement is for the Downtown Streetscape Project Phase I and a requirement of the recently awarded TAP Grant. The City Council previously declared the eligibility of the City of Pryor Creek to submit the application with Resolution 2022-9, which was approved at the December 6, 2022 City Council meeting. Voting yes: Gonthier, Smith, Lamar, Shropshire, Nance, Mileur, Chitwood and Tramel. Voting no: none.

- b. Discussion and possible action to approve a Resolution concerning setting compensation for the Hearing Officer of Administrative Appeals concerning public nuisance proceedings, high weed and trash violations, abandoned and dilapidated structures for the City of Pryor Creek, Oklahoma.**

Motion was made by Gonthier, second by Chitwood to waive the first reading of Resolution 2023-5, a Resolution concerning setting compensation for the Hearing Officer of Administrative Appeals concerning public nuisance proceedings, high weed and trash violations, abandoned and dilapidated structures for the City of Pryor Creek, Oklahoma. Voting yes: Smith, Lamar, Shropshire, Nance, Mileur, Chitwood, Tramel and Gonthier. Voting no: none.

- d. Discussion and possible action regarding award of bid for mowing rights-of-way to Duane Fought in the amount of \$28,000.00. One other bid was received in the amount of \$29,900.00.**

Motion was made by Gonthier, second by Lamar to award the bid for mowing rights-of-way to Duane Fought in the amount of \$28,000.00. One other bid was received in the amount of \$29,900.00. Voting yes: Lamar, Shropshire, Nance, Mileur, Chitwood, Tramel, Gonthier and Smith. Voting no: none.

- e. Discussion and possible action regarding a change for the 29th Street Rehabilitation and overlay project to add centerline and/or shoulder edge striping to the bid packet.**

Motion was made by Gonthier, second by Smith to approve a change for the 29th Street Rehabilitation and overlay project to add centerline and/or shoulder edge striping to the bid packet. Voting yes: Shropshire, Nance, Mileur, Chitwood, Tramel, Gonthier, Smith and Lamar. Voting no: none.

- f. Discussion and possible action to approve Mayor signing the memorandum of understanding (MOU) with the Cherokee Nation regarding reduced membership fees at Pryor Creek Recreation Center for Cherokee Nation citizens.**

Motion was made by Shropshire, second by Chitwood to approve Mayor signing the memorandum of understanding (MOU) with the Cherokee Nation regarding reduced membership fees at Pryor Creek Recreation Center for Cherokee Nation citizens. Voting yes: Nance, Mileur, Chitwood, Tramel, Gonthier, Smith, Lamar and Shropshire. Voting no: none.

- g. Discussion and possible action to replace RTU 3 and the Mini-Split System at the Boys and Girls Club. This is an emergency purchase.**

Motion was made by Gonthier, second by Chitwood to approve replacing RTU 3 and the Mini-Split System at the Boys and Girls Club. This is an emergency purchase.

Houston Brittan clarified a Scrivener's Error in item 5g's language. He stated that we will also be purchasing a portable unit to provide temporary relief due to the parts being 8 weeks out and replacements being 26 weeks. They will also be going out for bid to repair and/or replace the units.

Mayor Doyle spoke regarding the condition of the units and the roof at Pryor Creek Recreation Center.

Motion was made by Gonthier, second by Chitwood to amend the approval to include a portable air conditioning unit to provide temporary relief and get the units and roof issues repaired immediately.

Voting yes: Mileur, Chitwood, Tramel, Gonthier, Smith, Lamar, Shropshire and Nance. Voting no: none.

h. Discussion and possible action to approve closing Highway 20 at the intersections with Adair and Vann for the purpose of painting the crosswalks.

Motion was made by Shropshire, second by Chitwood to approve closing Highway 20 at the intersections with Adair and Vann for the purpose of painting the crosswalks. Voting yes: Chitwood, Tramel, Gonthier, Smith, Lamar, Shropshire, Nance and Mileur. Voting no: none.

i. Discussion and possible action for the Pryor Creek Police Department to lease purchase 20 T7basic tasers from Axon Enterprise, Inc. This year's amount \$14,480.08 would be paid from the following accounts: \$11,315 from Cherokee Nation donation Account #96-965-5502 and \$3,165 from Drug Forfeiture Account #96-965-5555. Axon Enterprise, Inc. is a sole source provider.

Motion was made by Chitwood, second by Shropshire to approve the Pryor Creek Police Department to lease purchase 20 T7 Basic Tasers from Axon Enterprise, Inc. This year's amount, \$14,480.08, would be paid from the following accounts: \$11,315 from Cherokee Nation Donation Account #96-000-4502 (*Scrivener's Error*) and Drug Forfeiture Account #96-965-5555. Axon Enterprise, Inc. is a sole source provider. Voting yes: Tramel, Gonthier, Smith, Lamar, Shropshire, Nance, Mileur, Chitwood. Voting no: none.

Mayor moved to the Addendum.

1. Discussion and possible action to remove the recommendation to appoint Joe Barnts to fill the vacant seat #7 on the Planning and Zoning Commission, term ending 9/30/2025, from the table. Joe is currently serving as an alternate in seat #6.

Motion was made by Chitwood, second by Shropshire to approve removing the recommendation to appoint Joe Barnts to fill the vacant seat #7 on the Planning and Zoning Commission, term ending 9/30/2025, from the table. Joe is currently serving as an alternate in seat #6. Voting yes: Gonthier, Smith, Lamar, Shropshire, Nance, Mileur, Chitwood, Tramel. Voting no: none.

2. Discussion and possible action to approve the recommendation to appoint Joe Barnts to fill the vacant seat #7 on the Planning and Zoning Commission, term ending 9/30/2025. Joe is currently serving as an alternate in seat #6. A resume will not be provided.

Motion was made by Shropshire, second by Chitwood to approve the recommendation to appoint Joe Barnts to fill the vacant seat #7 on the Planning and Zoning Commission, term ending 9/30/2025. Joe is currently serving as an alternate in seat #6. A resume will not be provided. Voting yes: Smith, Lamar, Shropshire, Nance, Mileur, Chitwood, Tramel, Gonthier. Voting no: none.

3. Discussion and possible action regarding the Pryor Bike Route wayfinding and signage plan.

Motion was made by Nance, second by Chitwood to approve the Pryor Bike Route wayfinding and signage plan. Voting yes: Lamar, Shropshire, Nance, Mileur, Chitwood, Tramel, Gonthier, Smith. Voting no: none.

6. CITY ATTORNEY'S REPORT:

a. First reading of an ordinance amending 1-6-2 Compensation. Salaries for elected Police Chief, Mayor, Clerk and Treasurer have been updated to reflect current payroll. This update removes mention of Mayors Position from Cost of Living increases. This does not remove any other position eligibility for Cost of Living Adjustment increases.

Motion was made by Shropshire, second by Chitwood to waive first reading of an ordinance amending 1-6-2 Compensation. Salaries for elected Police Chief, Mayor, Clerk and Treasurer have been updated to reflect current payroll. This update removes mention of Mayors Position from Cost of Living increases. This does not remove any other position eligibility for Cost of Living Adjustment increases. Voting yes: Shropshire, Nance, Mileur, Chitwood, Tramel, Gonthier, Smith, Lamar. Voting no: none.

b. First reading of an ordinance amending 1-6-5 Personnel Board. Redesigning the construct of the Personnel Board.

Motion was made by Gonthier, second by Smith to waive first reading of an ordinance amending 1-6-5 Personnel Board. Redesigning the construct of the Personnel Board. Voting yes: Nance, Mileur, Chitwood, Tramel, Gonthier, Smith, Lamar, Shropshire. Voting no: none.

7. COMMITTEE REPORTS:

a. Budget and Personnel

Shropshire reported that the Budget and Personnel Committee will meet on June 13th, 2023.

b. Ordinance and Insurance

No report.

c. Street

No report.

8. UNFORESEEABLE BUSINESS. (ANY MATTER NOT REASONABLY FORESEEN PRIOR TO POSTING OF AGENDA.)

No unforeseeable business.

9. ADJOURN.

Motion was made by Gonthier, second by Chitwood to adjourn. Voting yes: Mileur, Chitwood, Tramel, Gonthier, Smith, Lamar, Shropshire and Nance. Voting no: none.

PRYOR PUBLIC WORKS AUTHORITY

1. CALL TO ORDER.

Meeting was called to order at 9:01 p.m.

2. APPROVE MINUTES OF MAY 16TH, 2023 MEETING.

Motion was made by Gonthier, second by Chitwood to approve the minutes of the May 16th, 2023 meeting. Voting yes: Chitwood, Tramel, Gonthier, Smith, Lamar, Shropshire, Nance and Mileur. Voting no: none.

3. UNFORESEEABLE BUSINESS.

(ANY MATTER NOT REASONABLY FORESEEN PRIOR TO POSTING OF AGENDA.)

There was no unforeseeable business.

4. ADJOURN.

Motion was made by Gonthier, second by Nance to adjourn. Voting yes: Tramel, Gonthier, Smith, Lamar, Shropshire, Nance, Mileur and Chitwood. Voting no: none.

MINUTES APPROVED BY MAYOR / P.P.W.A. CHAIRMAN ZAC DOYLE

MINUTES WRITTEN BY CITY CLERK / P.P.W.A SECRETARY COURTNEY DAVIS

APPLICATION AND CERTIFICATE FOR PAYMENT

Invoice #: 1903a-PA27

To Owner: City of Pryor Creek Project: 1903a. City of Pryor - Police, Fire, Library Application No.: 27 Distribution to: Owner Architect Contractor

P.O. Box 1167

Pryor, OK 74362

From Contractor: CMSWillowbrook Inc. Via Architect: Graber & Associates, PC

P.O. Box 807 2415 East Skelly Drive, Suite 101

Chickasha, OK 73023 Tulsa OK 74105

Contract For: Pryor- Emergency & Library

Period To: 5/12/2023

Project Nos:

Contract Date: 1/19/2021

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet is attached.

1. Original Contract Sum \$516,635.51
2. Net Change By Change Order \$13,279,895.29
3. Contract Sum To Date \$13,796,530.80
4. Total Completed and Stored To Date \$13,496,609.59
5. Retainage:
 - a. 0.00% of Completed Work \$0.00
 - b. 0.00% of Stored Material \$0.00
 Total Retainage \$0.00
6. Total Earned Less Retainage \$13,496,609.59
7. Less Previous Certificates For Payments \$13,470,811.96
8. Current Payment Due \$25,797.63
9. Balance To Finish, Plus Retainage \$299,921.21

CHANGE ORDER SUMMARY	Additions	Deductions
Total changes approved in previous months by Owner	\$13,279,895.29	\$0.00
Total Approved this Month	\$0.00	\$0.00
TOTALS	\$13,279,895.29	\$0.00
Net Changes By Change Order	\$13,279,895.29	

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information, and belief, the work covered by this Application for Payment has been completed in accordance with the Contract Documents. That all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: CMSWillowbrook Inc.

By:  Date: 5/15/2023

State of: Oklahoma County of: Crawford
 Subscribed and sworn to before me this 15th day of May 2023
 Notary Public: Johanna Peters
 My Commission expires: 6/2024



ARCHITECT'S CERTIFICATE FOR PAYMENT
 In accordance with the Contract Documents, based on on-site observations and the data comprising the above application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information, and belief, the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$25,797.63

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ARCHITECT:

By:  Date: 5/15/23

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment, and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CONTINUATION SHEET

Application and Certification for Payment, containing Contractor's signed certification is attached.
 In tabulations below, amounts are stated to the nearest dollar.
 Use Column I on Contracts where variable retainage for line items may apply.

Invoice #: 1903a-PA27 Contract: 1903a. City of Pryor - Police, Fire, Library

Application No.: 27
 Application Date: 05/12/23
 To: 05/12/23
 Architect's Project No.:

A Item No.	B Description of Work	C Scheduled Value	D Work Completed		E This Period In Place	F Materials Presently Stored (Not in D or E)	G Total Completed and Stored To Date (D+E+F)	H % (G / C)	I Balance To Finish (C-G)	J Retainage
			From Previous Application (D+E)							
50	Amendment No 1	0.00	0.00		0.00	0.00	0.00	0.00%	0.00	0.00
100	General Requirements	192,234.00	192,234.00		0.00	0.00	192,234.00	100.00%	0.00	0.00
200	General Conditions	123,600.00	123,600.00		0.00	0.00	123,600.00	100.00%	0.00	0.00
300	BP 1 Demolition (ARK Wrecking)	115,120.00	115,120.00		0.00	0.00	115,120.00	100.00%	0.00	0.00
400	Allowance - Aggregate	3,372.71	0.00		0.00	0.00	0.00	0.00%	3,372.71	0.00
412	AMOD 12 - Pryor Stone Invoices	1,373.53	1,373.53		0.00	0.00	1,373.53	100.00%	0.00	0.00
419	AMOD 19 - Temp. Staging & Ground Stabilization	2,026.49	2,026.49		0.00	0.00	2,026.49	100.00%	0.00	0.00
423	AMOD 23 - Ground Stabilization	4,024.31	4,024.31		0.00	0.00	4,024.31	100.00%	0.00	0.00
432	AMOD 32 - Ground Stabilization	1,210.78	1,210.78		0.00	0.00	1,210.78	100.00%	0.00	0.00
470	AMOD 70 - Aggregate Base for Lay Down	425.18	425.18		0.00	0.00	425.18	100.00%	0.00	0.00
484	AMOD 84 - Remove Aggregate	5,500.00	5,500.00		0.00	0.00	5,500.00	100.00%	0.00	0.00
486	AMOD 86 - Remove Broken Sidewalk	2,067.00	2,067.00		0.00	0.00	2,067.00	100.00%	0.00	0.00
500	Allowance - Temp Partitions	0.00	0.00		0.00	0.00	0.00	0.00%	0.00	0.00
538	AMOD 38 - Temp Wall	2,610.54	2,610.54		0.00	0.00	2,610.54	100.00%	0.00	0.00
551	AMOD 51 - Temporary Walls Material	4,889.46	4,889.46		0.00	0.00	4,889.46	100.00%	0.00	0.00
600	CM Contingency	71.23	0.00		0.00	0.00	0.00	0.00%	71.23	0.00
601	CMOD 1 - E.M Existing Parking Lot Stabilized Aggrgt Removal	16,905.00	16,905.00		0.00	0.00	16,905.00	100.00%	0.00	0.00
660	CMOD 60 -Extend EF & Plumbing Vents to Retrofit Roof	1,086.69	1,086.69		0.00	0.00	1,086.69	100.00%	0.00	0.00
661	CMOD 61 - Library Added Door Frame	1,542.00	1,542.00		0.00	0.00	1,542.00	100.00%	0.00	0.00
662	CMOD 62 - Wood Doors at Library Museum	2,891.25	2,891.25		0.00	0.00	2,891.25	100.00%	0.00	0.00
664	CMOD 64 - 3" Domestic Water Line Move	426.53	426.53		0.00	0.00	426.53	100.00%	0.00	0.00
700	Bonds	3,851.01	3,851.01		0.00	0.00	3,851.01	100.00%	0.00	0.00
800	Builders Risk Insurance	1,940.91	1,940.91		0.00	0.00	1,940.91	100.00%	0.00	0.00
900	General Liability Insurance	2,533.28	2,533.28		0.00	0.00	2,533.28	100.00%	0.00	0.00
1000	CM Fee	26,933.61	26,933.61		0.00	0.00	26,933.61	100.00%	0.00	0.00
1050	Amendment No 2	0.00	0.00		0.00	0.00	0.00	0.00%	0.00	0.00
1100	General Requirements	208,393.00	208,393.00		0.00	0.00	208,393.00	100.00%	0.00	0.00
1200	General Conditions	538,825.00	538,825.00		0.00	0.00	538,825.00	100.00%	0.00	0.00
1300	BP 2 Earthwork (D Owen)	206,500.00	206,500.00		0.00	0.00	206,500.00	100.00%	0.00	0.00

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Invoice # : 1903a-PA27

Contract : 1903a. City of Pryor - Police, Fire, Library

Application No. : 27
 Application Date : 05/12/23
 To: 05/12/23
 Architect's Project No.:

A Item No.	B Description of Work	C Scheduled Value	D Work Completed		E This Period In Place	F Materials Presently Stored	G Total Completed and Stored To Date (D+E+F)	H % (G / C)	I Balance To Finish (C-G)	J Retainage
			From Previous Application (D+E)							
1400	BP 3 Site Utilities - Allowance	0.00	0.00		0.00	0.00	0.00	0.00%	0.00	0.00
1404	AMOD 4 - Site Utilities Contract (Key Maint)	243,640.00	243,640.00		0.00	0.00	243,640.00	100.00%	0.00	0.00
1500	BP 4 Concrete (4G)	1,219,300.00	1,219,300.00		0.00	0.00	1,219,300.00	100.00%	0.00	0.00
1600	BP 5 Masonry (C&N)	557,527.44	557,527.44		0.00	0.00	557,527.44	100.00%	0.00	0.00
1700	BP 6 Structural Steel (Green County)	845,191.00	845,191.00		0.00	0.00	845,191.00	100.00%	0.00	0.00
1800	BP 7 Rough Carpentry (CMS)	114,000.00	114,000.00		0.00	0.00	114,000.00	100.00%	0.00	0.00
1900	BP 8 Millwork (Wood Sys)	100,943.64	100,943.64		0.00	0.00	100,943.64	100.00%	0.00	0.00
2000	BP 9 Roofing - Allowance	0.00	0.00		0.00	0.00	0.00	0.00%	0.00	0.00
2009	AMOD 9 - BP 9a Shingle Roofing Contract (CPR of Tulsa)	535,699.00	535,699.00		0.00	0.00	535,699.00	100.00%	0.00	0.00
2010	AMOD 10 - BP 9b Metal Roofing (Metal Roof Cont)	241,750.00	241,750.00		0.00	0.00	241,750.00	100.00%	0.00	0.00
2100	BP 10 HM Doors & Frames - Allowance	0.00	0.00		0.00	0.00	0.00	0.00%	0.00	0.00
2106	AMOD 6 - Hollow Metal Doors & Frames (Builders Supply)	62,350.00	62,350.00		0.00	0.00	62,350.00	100.00%	0.00	0.00
2114	AMOD 114 - Misc. Hardware	3,506.46	3,506.46		0.00	0.00	3,506.46	100.00%	0.00	0.00
2129	AMOD 29 - Door Opening Revisions	6,481.14	6,481.14		0.00	0.00	6,481.14	100.00%	0.00	0.00
2153	AMOD 53 - Detention Door Frame Install	124.75	124.75		0.00	0.00	124.75	100.00%	0.00	0.00
2157	AMOD 57 - Detention Door Frame Additional Cost	316.57	316.57		0.00	0.00	316.57	100.00%	0.00	0.00
2158	AMOD 58 - Door 183 Knock Down Frame	210.00	210.00		0.00	0.00	210.00	100.00%	0.00	0.00
2164	AMOD 64 - Detention Frame Door Install 2	361.08	361.08		0.00	0.00	361.08	100.00%	0.00	0.00
2200	BP 11 Flush Wood Doors - Allowance	27,837.00	27,837.00		0.00	0.00	27,837.00	100.00%	0.00	0.00
2300	BP 12 Overhead Doors (OHD)	106,610.40	106,610.40		0.00	0.00	106,610.40	100.00%	0.00	0.00
2400	BP 13 Door Hardware Material (Mur Wornble)	175,216.50	175,216.50		0.00	0.00	175,216.50	100.00%	0.00	0.00
2500	BP 14 Glass & Glazing - Allowance	0.00	0.00		0.00	0.00	0.00	0.00%	0.00	0.00
2507	AMOD 7 - Glass & Glazing Contract (Advantage Glass)	393,700.00	393,700.00		0.00	0.00	393,700.00	100.00%	0.00	0.00
2600	BP 15 Framing, Drywall, Ceilings (Six Guns)	482,000.00	482,000.00		0.00	0.00	482,000.00	100.00%	0.00	0.00
2700	BP 16 Flooring (Arch Flooring)	173,950.00	173,950.00		0.00	0.00	173,950.00	100.00%	0.00	0.00

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Invoice # : 1903a-PA27 Contract : 1903a. City of Pryor - Police, Fire, Library

Application No. : 27
 Application Date : 05/12/23
 To : 05/12/23
 Architect's Project No.:

A Item No.	B Description of Work	C Scheduled Value	D Work Completed		E This Period In Place	F Materials Presently Stored (Not in D or E)	G Total Completed and Stored To Date (D+E+F)	H % (G / C)	I Balance To Finish (C-G)	J Retainage
			From Previous Application (D+E)							
2800	BP 17 Painting - Allowance	0.00	0.00		0.00	0.00	0.00	0.00%	0.00	0.00
2805	AMOD 5 - Painting Contract (Six Guns)	118,980.00	118,980.00		0.00	0.00	118,980.00	100.00%	0.00	0.00
2900	BP 18 Specialties (Material)	0.00	0.00		0.00	0.00	0.00	0.00%	0.00	0.00
3000	Toilet Partitions - Allowance	1,550.00	0.00		0.00	0.00	0.00	0.00%	1,550.00	0.00
3027	AMOD 27 - Stainless Steel Toilet Partitions	10,450.00	10,450.00		0.00	0.00	10,450.00	100.00%	0.00	0.00
3100	Folding Partitions (Mur Womble)	25,196.00	25,196.00		0.00	0.00	25,196.00	100.00%	0.00	0.00
3200	Wall Protection (Y.I. Spec)	2,115.00	2,115.00		0.00	0.00	2,115.00	100.00%	0.00	0.00
3300	Toilet Accessories (Y.I. Spec)	13,536.00	13,536.00		0.00	0.00	13,536.00	100.00%	0.00	0.00
3400	Fire Extinguisher - Allowance	0.00	0.00		0.00	0.00	0.00	0.00%	0.00	0.00
3459	AMOD 59 - Fire Extinguishers and Cabinets for EMS Center	3,963.31	3,963.31		0.00	0.00	3,963.31	100.00%	0.00	0.00
3460	AMOD 60 - Fire Extinguishers & Cabinets for Library	978.39	978.39		0.00	0.00	978.39	100.00%	0.00	0.00
3500	Welded Lockers (SW Sol Combo Bid)	130,112.00	130,112.00		0.00	0.00	130,112.00	100.00%	0.00	0.00
3600	Special Evidence Lockers (SW Sol)	0.00	0.00		0.00	0.00	0.00	0.00%	0.00	0.00
3700	Property & Evidence (SW Sol)	0.00	0.00		0.00	0.00	0.00	0.00%	0.00	0.00
3800	Shelving (SW Sol)	0.00	0.00		0.00	0.00	0.00	0.00%	0.00	0.00
3900	BP 19 Signage (J&B Graphics)	14,173.01	14,173.01		0.00	0.00	14,173.01	100.00%	0.00	0.00
4000	BP 20 Residential Appliances	0.00	0.00		0.00	0.00	0.00	0.00%	0.00	0.00
4100	Washer Extractors (RJ Kool)	18,128.00	18,128.00		0.00	0.00	18,128.00	100.00%	0.00	0.00
4200	Appliances - Allowance	0.00	0.00		0.00	0.00	0.00	0.00%	0.00	0.00
4222	AMOD 22 - Appliances	16,000.00	16,000.00		0.00	0.00	16,000.00	100.00%	0.00	0.00
4300	BP 21 Specialty Equip & Access - Allowance	0.00	0.00		0.00	0.00	0.00	0.00%	0.00	0.00
4315	AMOD 15 - Vehicle Exhaust System	30,000.00	30,000.00		0.00	0.00	30,000.00	100.00%	0.00	0.00
4400	BP 22 Casework (Void)	0.00	0.00		0.00	0.00	0.00	0.00%	0.00	0.00
4500	BP 23 Window Treatments (Cont Drapery)	4,710.00	4,710.00		0.00	0.00	4,710.00	100.00%	0.00	0.00
4600	BP 24 Landscaping - Allowance	23,384.24	0.00		0.00	0.00	0.00	0.00%	23,384.24	0.00
4601	AMOD 101 - Canopy Arches Wall Panels	8,850.00	8,850.00		0.00	0.00	8,850.00	100.00%	0.00	0.00
4602	AMOD 102 - Added Canopy Arch Framing	1,693.00	1,693.00		0.00	0.00	1,693.00	100.00%	0.00	0.00

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Invoice # : 1903a-PA27

Contract : 1903a. City of Pryor - Police, Fire, Library

Application No. : 27
 Application Date : 05/12/23
 To: 05/12/23
 Architect's Project No.:

A Item No.	B Description of Work	C Scheduled Value	D Work Completed		E This Period In Place	F Materials Presently Stored	G Total Completed and Stored To Date (D+E+F)	H % (G / C)	I Balance To Finish (C-G)	J Retainage
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4608	AMOD 108 - Regrade around Sidewalks - Library	520.00	520.00		0.00	0.00	520.00	100.00%	0.00	0.00
4613	AMOD 113 - Sod Install	412.76	412.76		0.00	0.00	412.76	100.00%	0.00	0.00
4698	AMOD 98 - Sod Supply & Installation	10,140.00	10,140.00		0.00	0.00	10,140.00	100.00%	0.00	0.00
4700	BP 25 Fencing & Gates (Robinson)	130,411.30	130,411.30		0.00	0.00	130,411.30	100.00%	0.00	0.00
4800	BP 26 Fire Suppression (Frazier)	109,760.00	109,760.00		0.00	0.00	109,760.00	100.00%	0.00	0.00
4900	BP 27 HVAC (Vision Air)	748,614.85	748,614.85		0.00	0.00	748,614.85	100.00%	0.00	0.00
5000	BP 28 Electrical (2 Js Elect)	1,162,734.50	1,162,734.50		0.00	0.00	1,162,734.50	100.00%	0.00	0.00
5100	BP 29 Detention Specialties (Sweeper)	304,470.00	304,470.00		0.00	0.00	304,470.00	100.00%	0.00	0.00
5200	BP 30 Plumbing (Midwest Mech)	603,690.36	603,690.36		0.00	0.00	603,690.36	100.00%	0.00	0.00
5300	Allowance - MEP	3,530.45	0.00		0.00	0.00	0.00	0.00%	3,530.45	0.00
5302	AMOD 2 - Removal of Unforseen 8" Piping Beneath Bid Pad	2,530.00	2,530.00		0.00	0.00	2,530.00	100.00%	0.00	0.00
5303	AMOD 103 - Dry Heads at Library Vestibules	856.00	856.00		0.00	0.00	856.00	100.00%	0.00	0.00
5304	AMOD 104 - Duct Detectors & Relays for Smoke Dampers	3,418.48	3,418.48		0.00	0.00	3,418.48	100.00%	0.00	0.00
5306	AMOD 106 - Ceiling Grid at Hoods	650.00	650.00		0.00	0.00	650.00	100.00%	0.00	0.00
5307	AMOD 107 - Added Jumbo Plates for Punch Item 391	117.75	117.75		0.00	0.00	117.75	100.00%	0.00	0.00
5309	AMOD 109 - Added Wall Heater in Library Mech Closet 117	1,761.57	1,761.57		0.00	0.00	1,761.57	100.00%	0.00	0.00
5310	AMOD 110 - EMSC Entry Door Strikes	1,377.73	1,377.73		0.00	0.00	1,377.73	100.00%	0.00	0.00
5311	AMOD 111 - Exhaust Fan TLT 123	88.06	88.06		0.00	0.00	88.06	100.00%	0.00	0.00
5312	AMOD 112 - Added Garbage Disposal in Library Kitchen 122	1,492.63	1,492.63		0.00	0.00	1,492.63	100.00%	0.00	0.00
5333	AMOD 33 - Museum Air Device Price Increase	294.57	294.57		0.00	0.00	294.57	100.00%	0.00	0.00
5345	AMOD 45 - Secure Duct to Structure - Library	2,724.73	2,724.73		0.00	0.00	2,724.73	100.00%	0.00	0.00
5361	AMOD 61 - Add Fittings EM Services Center Fire Riser	683.00	683.00		0.00	0.00	683.00	100.00%	0.00	0.00
5382	AMOD 82 - DSS 2&3 Upsizing	1,722.01	1,722.01		0.00	0.00	1,722.01	100.00%	0.00	0.00
5383	AMOD 83 - Ceiling Adjustments for Mech Equipment	3,049.00	3,049.00		0.00	0.00	3,049.00	100.00%	0.00	0.00
5388	AMOD 88 - Unit11 HVAC Penetration	1,352.89	1,352.89		0.00	0.00	1,352.89	100.00%	0.00	0.00

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5389	AMOD 89 - Misc. Drywall Patches Lobby Area	660.00	660.00		0.00	0.00	660.00	100.00%	0.00	0.00
5391	AMOD 91 - Smoke Dampers at Detention Area	2,589.40	2,589.40		0.00	0.00	2,589.40	100.00%	0.00	0.00
5393	AMOD 93 - Roof Conduit Boot and Flashing	296.65	296.65		0.00	0.00	296.65	100.00%	0.00	0.00
5394	AMOD 94 - Laundry Room 127 Patches	420.00	420.00		0.00	0.00	420.00	100.00%	0.00	0.00
5395	AMOD 95 - SEF and SSF Motor Starter Supply	1,112.84	1,112.84		0.00	0.00	1,112.84	100.00%	0.00	0.00
5396	AMOD 96 - Kitchen Hood Connection to Fire Suppression	1,875.00	1,875.00		0.00	0.00	1,875.00	100.00%	0.00	0.00
5397	AMOD 97 - Laundry Room 215 Lowering Washer Box	244.61	244.61		0.00	0.00	244.61	100.00%	0.00	0.00
5399	AMOD 99 - CMU Block Repairs at Doors & Laundry Rm 215	2,152.63	2,152.63		0.00	0.00	2,152.63	100.00%	0.00	0.00
5400	Allowance - Sealants & Waterproofing	6,016.25	0.00	0.00	0.00	0.00	0.00	0.00%	6,016.25	0.00
5437	AMOD 37 - Temp Roof TPO at Library	0.00	0.00		0.00	0.00	0.00	0.00%	0.00	0.00
5442	AMOD 42 - Metal Panels at Emergency Center Tower	19,624.52	19,624.52		0.00	0.00	19,624.52	100.00%	0.00	0.00
5449	AMOD 49 - Metal Panels at Museum	3,900.00	3,900.00		0.00	0.00	3,900.00	100.00%	0.00	0.00
5455	AMOD 55 - Firestopping Top of Masonry Wall	1,983.75	1,983.75		0.00	0.00	1,983.75	100.00%	0.00	0.00
5500	Allowance - Misc. Metals	300.80	0.00	0.00	0.00	0.00	0.00	0.00%	300.80	0.00
5547	AMOD 47 - Window Angle	77.70	77.70		0.00	0.00	77.70	100.00%	0.00	0.00
5575	AMOD 75 - Additional Lintels at Library	699.20	699.20		0.00	0.00	699.20	100.00%	0.00	0.00
5600	Allowance - Protect Existing	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00
5638	AMOD 38 - Temp Wall	3,722.73	3,722.73		0.00	0.00	3,722.73	100.00%	0.00	0.00
5652	AMOD 52 - Library & Apparatus Bay Openings	5,327.74	5,327.74		0.00	0.00	5,327.74	100.00%	0.00	0.00
5677	AMOD 77 - Protect Existing Library from Weather	835.51	835.51		0.00	0.00	835.51	100.00%	0.00	0.00
5678	AMOD 78 - Protect Library Existing	114.02	114.02		0.00	0.00	114.02	100.00%	0.00	0.00
5700	Allowance - Misc. Patching/Painting	1,000.00	0.00	0.00	0.00	0.00	0.00	0.00%	1,000.00	0.00
5705	AMOD 105 - Library Opener Sheetrock Patch	4,000.00	4,000.00		0.00	0.00	4,000.00	100.00%	0.00	0.00
5800	Allowance - Patch/Repair Paving	72.00	0.00	0.00	0.00	0.00	0.00	0.00%	72.00	0.00

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5881	AMOD 81 - Core Drilling Fence Posts	1,919.50	1,919.50		0.00	0.00	1,919.50	100.00%	0.00	0.00
5885	AMOD 85 - Library Parking Spots	3,008.50	3,008.50		0.00	0.00	3,008.50	100.00%	0.00	0.00
5900	Allowance - Testing	13,562.50	0.00		0.00	0.00	0.00	0.00%	13,562.50	0.00
5901	AMOD 1 - Earthwork Monitoring thru 4/17/21	185.00	185.00		0.00	0.00	185.00	100.00%	0.00	0.00
5903	AMOD 3 - Earthwork Monitoring thru 5/15/21	2,453.75	2,453.75		0.00	0.00	2,453.75	100.00%	0.00	0.00
5908	AMOD 8 - Earthwork Monitoring thru 6/12/21	1,687.50	1,687.50		0.00	0.00	1,687.50	100.00%	0.00	0.00
5911	AMOD 11 - Earthwork Monitoring thru 7/10/21	708.75	708.75		0.00	0.00	708.75	100.00%	0.00	0.00
5913	AMOD 13 - Earthwork & Concrete Testing through 8/19/21	1,993.75	1,993.75		0.00	0.00	1,993.75	100.00%	0.00	0.00
5914	AMOD 14 - Concrete Testing 9/15/2021	2,385.00	2,385.00		0.00	0.00	2,385.00	100.00%	0.00	0.00
5916	AMOD 16 - Masonry & Concrete Testing through 10/15/2021	2,675.50	2,675.50		0.00	0.00	2,675.50	100.00%	0.00	0.00
5917	AMOD 17 - Testing 11/19/2021	3,013.00	3,013.00		0.00	0.00	3,013.00	100.00%	0.00	0.00
5920	AMOD 20 - Testing 12/11/2021	5,715.25	5,715.25		0.00	0.00	5,715.25	100.00%	0.00	0.00
5926	AMOD 26 - Testing 1/15/22	5,438.75	5,438.75		0.00	0.00	5,438.75	100.00%	0.00	0.00
5931	AMOD 31 - Testing 2/12/22	1,230.00	1,230.00		0.00	0.00	1,230.00	100.00%	0.00	0.00
5944	AMOD 44 - Testing 3/17/2022	311.25	311.25		0.00	0.00	311.25	100.00%	0.00	0.00
5967	AMOD 67 - Testing 4/19/22	2,591.25	2,591.25		0.00	0.00	2,591.25	100.00%	0.00	0.00
5969	AMOD 69 - Testing 05/14/2022	2,230.00	2,230.00		0.00	0.00	2,230.00	100.00%	0.00	0.00
5976	AMOD 76 - Testing 6/11/2022	1,413.75	1,413.75		0.00	0.00	1,413.75	100.00%	0.00	0.00
5987	AMOD 87 - Testing 7/16/22	1,808.75	1,808.75		0.00	0.00	1,808.75	100.00%	0.00	0.00
5999	AMOD 100 - Testing 9/10/22	596.25	596.25		0.00	0.00	596.25	100.00%	0.00	0.00
6000	Allowance - Pier/Casing Depth	0.00	0.00		0.00	0.00	0.00	0.00%	0.00	0.00
6046	AMOD46 -Covered Parking Metal Panels,Gutters,&Downspouts	10,000.00	10,000.00		0.00	0.00	10,000.00	100.00%	0.00	0.00
6100	Allowance - Steel	4,158.76	0.00		0.00	0.00	0.00	0.00%	4,158.76	0.00
6118	AMOD 18 - Metal Soffit Price Increase	7,535.04	7,535.04		0.00	0.00	7,535.04	100.00%	0.00	0.00
6121	AMOD 21 - 12 Bollards Additional Cost	405.00	405.00		0.00	0.00	405.00	100.00%	0.00	0.00
6139	AMOD 39 - Museum Metal Decking	11,750.00	11,750.00		0.00	0.00	11,750.00	100.00%	0.00	0.00
6140	AMOD 40 - Museum Trusses	3,250.00	3,250.00		0.00	0.00	3,250.00	100.00%	0.00	0.00

CONTINUATION SHEET

Application and Certification for Payment, containing Contractor's signed certification is attached.
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 Use Column I on Contracts where variable retainage for line items may apply.

Application No. : **27**
 Application Date : **05/12/23**
 To: **05/12/23**
 Architect's Project No.:

Invoice # : **1903a-PA27** Contract : **1903a. City of Pryor - Police, Fire, Library**

A Item No.	B Description of Work	C Scheduled Value	D Work Completed		E This Period In Place	F Materials Presently Stored	G Total Completed and Stored To Date (D+E+F)	H % (G / C)	I Balance To Finish (C-G)	J Retainage
			From Previous Application (D+E)							
6154	AMOD 54 - Added Mezzanine Angle	1,107.20	1,107.20	0.00	0.00	0.00	1,107.20	100.00%	0.00	0.00
6174	AMOD 74 - Soffit Panel Framing Break Metal	1,244.00	1,244.00	0.00	0.00	0.00	1,244.00	100.00%	0.00	0.00
6192	AMOD 92 - Library Deck Cutoff	750.00	750.00	0.00	0.00	0.00	750.00	100.00%	0.00	0.00
6200	CM Contingency	4,735.95	0.00	0.00	0.00	0.00	0.00	0.00%	4,735.95	0.00
6204	CMOD 4 - Adding Height EM Bldg Pad	10,650.00	10,650.00	0.00	0.00	0.00	10,650.00	100.00%	0.00	0.00
6205	CMOD 5 - Additional Bid Cost - Site Utilities (Key Maint)	12,830.00	12,830.00	0.00	0.00	0.00	12,830.00	100.00%	0.00	0.00
6206	CMOD 6 - Additional Bid Cost - Painting (Six Guns)	42,752.00	42,752.00	0.00	0.00	0.00	42,752.00	100.00%	0.00	0.00
6208	CMOD 8 - BP 9b Metal Roofing (Metal Roof Cont)	301,900.00	301,900.00	0.00	0.00	0.00	301,900.00	100.00%	0.00	0.00
6212	CMOD 12 - Library Tree Demolition	8,350.00	8,350.00	0.00	0.00	0.00	8,350.00	100.00%	0.00	0.00
6213	CMOD 13 - Cost Increase for HVAC Units	16,994.95	16,994.95	0.00	0.00	0.00	16,994.95	100.00%	0.00	0.00
6214	CMOD 14 - Additional Storefront Colors	3,652.50	3,652.50	0.00	0.00	0.00	3,652.50	100.00%	0.00	0.00
6215	CMOD 15 - Vehicle Exhaust System	4,974.00	4,974.00	0.00	0.00	0.00	4,974.00	100.00%	0.00	0.00
6216	CMOD 16 - Kitchen Hood	3,477.42	3,477.42	0.00	0.00	0.00	3,477.42	100.00%	0.00	0.00
6217	CMOD 17 - Storage Building Change to PEMB	18,000.00	18,000.00	0.00	0.00	0.00	18,000.00	100.00%	0.00	0.00
6221	CMOD 21 - Appliances	2,509.57	2,509.57	0.00	0.00	0.00	2,509.57	100.00%	0.00	0.00
6222	CMOD 22 - Unsuitable Soil Replacement - S EM Center	3,831.80	3,831.80	0.00	0.00	0.00	3,831.80	100.00%	0.00	0.00
6223	CMOD 23 - Unsuitable Soils - Alt Storage Bldg Footings	1,186.90	1,186.90	0.00	0.00	0.00	1,186.90	100.00%	0.00	0.00
6226	CMOD 26 - Curb Line Discrepancy & Unsuitable Soils	12,423.00	12,423.00	0.00	0.00	0.00	12,423.00	100.00%	0.00	0.00
6229	CMOD 29 - Flag Poles Police & Fire	9,970.00	9,970.00	0.00	0.00	0.00	9,970.00	100.00%	0.00	0.00
6230	CMOD 30 - Smoke Dampers in Sleeping Quarters	1,323.59	1,323.59	0.00	0.00	0.00	1,323.59	100.00%	0.00	0.00
6232	CMOD 32 - Unforeseen Additional Trenching Costs	7,721.39	7,721.39	0.00	0.00	0.00	7,721.39	100.00%	0.00	0.00
6233	CMOD 33 - Added Flag Pole & Lighting	4,027.78	4,027.78	0.00	0.00	0.00	4,027.78	100.00%	0.00	0.00
6234	CMOD 34 - CM PR 08 Library Unforeseen Dimension Change	12,508.80	12,508.80	0.00	0.00	0.00	12,508.80	100.00%	0.00	0.00

CONTINUATION SHEET

Application and Certification for Payment, containing Contractor's signed certification is attached.
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Invoice # : 1903a-PA27 Contract : 1903a. City of Pryor - Police, Fire, Library

Application No. : 27
 Application Date : 05/12/23
 To: 05/12/23
 Architect's Project No.:

A Item No.	B Description of Work	C Scheduled Value	D Work Completed		E This Period In Place	F Materials Presently Stored	G Total Completed and Stored To Date (D+E+F)	H % (G / C)	I Balance To Finish (C-G)	J Retainage
			From Previous Application (D+E)							
6235	CMOD 35 - CM PR 14 Added Vanity Lights	1,941.46	1,941.46		0.00	0.00	1,941.46	100.00%	0.00	0.00
6236	CMOD 36-CM PR 13 Data Drop for Wireless Access Points	7,671.53	7,671.53		0.00	0.00	7,671.53	100.00%	0.00	0.00
6239	CMOD 39 - TV Blocking	2,570.00	2,570.00		0.00	0.00	2,570.00	100.00%	0.00	0.00
6240	CMOD40-Covered Parking Metal Panels, Gutters, &Downspouts	17,262.00	17,262.00		0.00	0.00	17,262.00	100.00%	0.00	0.00
6241	CMOD 41 - Workstation 199 Millwork	20,687.54	20,687.54		0.00	0.00	20,687.54	100.00%	0.00	0.00
6242	CMOD 42 - Breakroom 170 Furr Out	2,260.00	2,260.00		0.00	0.00	2,260.00	100.00%	0.00	0.00
6243	CMOD 43 - Dedicated Circuits at Dispatch	5,076.84	5,076.84		0.00	0.00	5,076.84	100.00%	0.00	0.00
6245	CMOD 45 - Camera Low Voltage	6,928.40	6,928.40		0.00	0.00	6,928.40	100.00%	0.00	0.00
6246	CMOD 46 - Sink Change	568.85	568.85		0.00	0.00	568.85	100.00%	0.00	0.00
6248	CMOD 48 - Washer & Drying Cabinet Model Change	2,995.00	2,995.00		0.00	0.00	2,995.00	100.00%	0.00	0.00
6249	CMOD 49 - Added Light Switches in Detention Area	5,652.26	5,652.26		0.00	0.00	5,652.26	100.00%	0.00	0.00
6250	CMOD 50 - PR 24 Walls to Structure Only	28,531.00	28,531.00		0.00	0.00	28,531.00	100.00%	0.00	0.00
6251	CMOD 51 - PR 24 Fire Dampers in Sleeping Quarters	1,754.49	1,754.49		0.00	0.00	1,754.49	100.00%	0.00	0.00
6252	CMOD 52 - Truck Wash Equipment	5,529.00	5,529.00		0.00	0.00	5,529.00	100.00%	0.00	0.00
6253	CMOD 53 - RFI 137 Locker Room Soffit	1,828.00	1,828.00		0.00	0.00	1,828.00	100.00%	0.00	0.00
6255	CMOD 55 - Emergency Added Voice Drops	15,820.35	15,820.35		0.00	0.00	15,820.35	100.00%	0.00	0.00
6256	CMOD 56 -PR32 Masonry Wall Fur Out & Brick Cleaning	12,464.66	12,464.66		0.00	0.00	12,464.66	100.00%	0.00	0.00
6257	CMOD 57 - Solid Surface Changes	3,408.24	3,408.24		0.00	0.00	3,408.24	100.00%	0.00	0.00
6258	CMOD 58 - DSS 2&3 Upsizing	14,802.11	14,802.11		0.00	0.00	14,802.11	100.00%	0.00	0.00
6259	CMOD 59 -Extend Furnace Flue Pipes Library to Retro Fit Roof	16,326.37	16,326.37		0.00	0.00	16,326.37	100.00%	0.00	0.00
6260	CMOD 60 -Extend EF & Plumbing Vents to Retrofit Roof	8,580.37	8,580.37		0.00	0.00	8,580.37	100.00%	0.00	0.00
6300	Bonds	97,376.44	97,376.44		0.00	0.00	97,376.44	100.00%	0.00	0.00
6400	Builders Risk Insurance	42,727.09	42,727.09		0.00	0.00	42,727.09	100.00%	0.00	0.00
6500	General Liability Insurance	85,795.99	85,795.99		0.00	0.00	85,795.99	100.00%	0.00	0.00
6600	CM Fee	594,566.23	594,566.23		0.00	0.00	594,566.23	100.00%	0.00	0.00

CONTINUATION SHEET

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Invoice #: 1903a-PA27 Contract: 1903a. City of Pryor - Police, Fire, Library

Application No.: 27
 Application Date: 05/12/23
 To: 05/12/23
 Architect's Project No.:

A Item No.	B Description of Work	C Scheduled Value	D Work Completed		E This Period In Place	F Materials Presently Stored (Not in D or E)	G Total Completed and Stored To Date (D+E+F)	H % (G / C)	I Balance To Finish (C-G)	J Retainage
			From Previous Application (D+E)							
6700	CO 1 - Overhead Door Height Adjustment	51,661.51	51,661.51		0.00	0.00	51,661.51	100.00%	0.00	0.00
6800	CO 2 - Various Owner/Architect Changes	0.00	0.00		0.00	0.00	0.00	0.00%	0.00	0.00
6900	Added 12 Bollards	7,170.26	7,170.26		0.00	0.00	7,170.26	100.00%	0.00	0.00
7000	Added Radio Tower Foundation	4,749.76	4,749.76		0.00	0.00	4,749.76	100.00%	0.00	0.00
7100	Wall Type Change Per RFI 005 & 016	875.00	875.00		0.00	0.00	875.00	100.00%	0.00	0.00
7200	Omit Security Cameras from Project	-19,672.00	-19,672.00		0.00	0.00	-19,672.00	100.00%	0.00	0.00
7300	Detention Door & Hardware Change	17,698.00	17,698.00		0.00	0.00	17,698.00	100.00%	0.00	0.00
7400	Added Gun Lockers & Wall Change	6,910.69	6,910.69		0.00	0.00	6,910.69	100.00%	0.00	0.00
7500	Exhaust Fan to Wall Mount	851.30	851.30		0.00	0.00	851.30	100.00%	0.00	0.00
7600	CM PR 01 Move Cuff Bench & Booking 172B Millwork	2,397.74	2,397.74		0.00	0.00	2,397.74	100.00%	0.00	0.00
7700	CM PR 02 Conf 163 Delete Millwork & Appliances	-3,599.68	-3,599.68		0.00	0.00	-3,599.68	100.00%	0.00	0.00
7800	CM PR 03 Add Conduit from Att Storg to P/F	11,279.30	11,279.30		0.00	0.00	11,279.30	100.00%	0.00	0.00
7900	CM PR 04 Sleeping Quarters/Detention Area	9,183.34	9,183.34		0.00	0.00	9,183.34	100.00%	0.00	0.00
8000	CM PR 05 Electrical	137,526.28	137,526.28		0.00	0.00	137,526.28	100.00%	0.00	0.00
8100	CM PR 05 Plumbing	1,849.45	1,849.45		0.00	0.00	1,849.45	100.00%	0.00	0.00
8200	CM PR 05 Fencing	28,125.90	28,125.90		0.00	0.00	28,125.90	100.00%	0.00	0.00
8300	CM PR 05 HVAC	1,253.98	1,253.98		0.00	0.00	1,253.98	100.00%	0.00	0.00
8400	CM PR 05 Millwork	3,271.40	3,271.40		0.00	0.00	3,271.40	100.00%	0.00	0.00
8500	CM PR 05 Concrete	-523.25	-523.25		0.00	0.00	-523.25	100.00%	0.00	0.00
8600	CM PR 05 Demo Allowance	798.50	0.00		0.00	0.00	0.00	0.00%	798.50	0.00
8685	AMOD 85 - Library Parking Spots	201.50	201.50		0.00	0.00	201.50	100.00%	0.00	0.00
8700	CM PR 05 Steel Allowance	2,000.00	0.00		0.00	0.00	0.00	0.00%	2,000.00	0.00
8800	CM PR 05 Access Panels Allowance	629.20	0.00		0.00	0.00	0.00	0.00%	629.20	0.00
8835	AMOD 35 - Access Panels	1,073.80	1,073.80		0.00	0.00	1,073.80	100.00%	0.00	0.00
8841	AMOD 41 - Mechanical Platform Floor Hatches	2,564.00	2,564.00		0.00	0.00	2,564.00	100.00%	0.00	0.00
8866	AMOD 66 - PR 5 - Misc Changes	2,233.00	2,233.00		0.00	0.00	2,233.00	100.00%	0.00	0.00
8900	CM PR 05 Tile Back Splash Allowance	450.00	0.00		0.00	0.00	0.00	0.00%	450.00	0.00
9000	CM PR 05 Bollards Allowance	1,942.00	0.00		0.00	0.00	0.00	0.00%	1,942.00	0.00

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Invoice #: 1903a-PA27

Contract: 1903a. City of Pryor - Police, Fire, Library

Application No.: 27
 Application Date: 05/12/23
 To: 05/12/23
 Architect's Project No.:

A Item No.	B Description of Work	C Scheduled Value	D Work Completed		E This Period In Place	F Materials Presently Stored (Not in D or E)	G Total Completed and Stored To Date (D+E+F)	H % (G / C)	I Balance To Finish (C-G)	J Retainage
			From Previous Application (D+E)							
9024	AMOD 24 - 2 Additional Bollards	1,058.00	1,058.00		0.00	0.00	1,058.00	100.00%	0.00	0.00
9100	CM PR 06 Added Cooker Gas Line	1,301.98	1,301.98		0.00	0.00	1,301.98	100.00%	0.00	0.00
9200	CM PR 07 Various Owner Request	26,059.54	26,059.54		0.00	0.00	26,059.54	100.00%	0.00	0.00
9300	Finish Changes per drawing GH2	45,197.00	45,197.00		0.00	0.00	45,197.00	100.00%	0.00	0.00
9400	Museum Addition - Earthwork	19,800.00	19,800.00		0.00	0.00	19,800.00	100.00%	0.00	0.00
9500	Museum Addition - Electrical	80,536.97	80,536.97		0.00	0.00	80,536.97	100.00%	0.00	0.00
9600	Museum Addition - Concrete	55,036.00	55,036.00		0.00	0.00	55,036.00	100.00%	0.00	0.00
9700	Museum Addition - Windows	18,515.00	18,515.00		0.00	0.00	18,515.00	100.00%	0.00	0.00
9800	Museum Addition - Flooring	5,942.00	5,942.00		0.00	0.00	5,942.00	100.00%	0.00	0.00
9900	Museum Addition - Demolition	2,505.80	2,505.80		0.00	0.00	2,505.80	100.00%	0.00	0.00
10000	Museum Addition - Doors & Frames	2,560.00	2,560.00		0.00	0.00	2,560.00	100.00%	0.00	0.00
10100	Museum Addition Masonry	19,481.70	19,481.70		0.00	0.00	19,481.70	100.00%	0.00	0.00
10200	Museum Addition - Fire Suppression	6,862.00	6,862.00		0.00	0.00	6,862.00	100.00%	0.00	0.00
10300	Museum Addition - Structural Steel	45,291.25	45,291.25		0.00	0.00	45,291.25	100.00%	0.00	0.00
10400	Museum Addition - Metal Roof	69,882.00	69,882.00		0.00	0.00	69,882.00	100.00%	0.00	0.00
10500	Museum Addition - TPO Roof Allowance	0.00	0.00		0.00	0.00	0.00	0.00%	0.00	0.00
10525	AMOD 25 - Library TPO Roofing	5,000.00	5,000.00		0.00	0.00	5,000.00	100.00%	0.00	0.00
10600	Museum Addition - Plumbing	4,000.26	4,000.26		0.00	0.00	4,000.26	100.00%	0.00	0.00
10700	Museum Addition - Door Hardware	21,833.00	21,833.00		0.00	0.00	21,833.00	100.00%	0.00	0.00
10800	Museum Addition - Framing, Drywall, Paint	88,454.00	88,454.00		0.00	0.00	88,454.00	100.00%	0.00	0.00
10900	Museum Addition - HVAC	39,211.32	39,211.32		0.00	0.00	39,211.32	100.00%	0.00	0.00
11000	Museum Addition - Specialty Install	4,903.00	4,903.00		0.00	0.00	4,903.00	100.00%	0.00	0.00
11100	Museum Addition - Material Testing	3,000.00	0.00		0.00	0.00	0.00	0.00%	3,000.00	0.00
11200	Museum Addition - General Requirements	14,955.00	14,955.00		0.00	0.00	14,955.00	100.00%	0.00	0.00
11300	Allowance - Back Cabinets & Desks for Offices	219.50	0.00		0.00	0.00	0.00	0.00%	219.50	0.00
11330	AMOD 30 - CM PR 09 Office Millwork	51,580.00	51,580.00		0.00	0.00	51,580.00	100.00%	0.00	0.00
11343	Addition AMOD 43 - CM PR 09 Millwork Backing	4,427.50	4,427.50		0.00	0.00	4,427.50	100.00%	0.00	0.00
11400	Allowance - Flag Pole & Light at Museum	0.00	0.00		0.00	0.00	0.00	0.00%	0.00	0.00

CONTINUATION SHEET

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Application No.: 27
 Application Date : 05/12/23
 To: 05/12/23
 Architect's Project No.:

Invoice #: 1903a-PA27 Contract : 1903a. City of Pryor - Police, Fire, Library

A Item No.	B Description of Work	C Scheduled Value	D Work Completed		E This Period In Place	F Materials Presently Stored (Not in D or E)	G Total Completed and Stored To Date (D+E+F)	H % (G / C)	I Balance To Finish (C-G)	J Retainage
			From Previous Application (D+E)							
11428	AMOD 28 - Added Flag Pole & Lighting	8,000.00	8,000.00		0.00	0.00	8,000.00	100.00%	0.00	0.00
11500	Allowance - Add 6 Shower Seats at P/F	0.00	0.00		0.00	0.00	0.00	0.00%	0.00	0.00
11534	AMOD 34 - Shower Seat Install	469.50	469.50		0.00	0.00	469.50	100.00%	0.00	0.00
11536	AMOD 36 - Shower Seats	2,530.50	2,530.50		0.00	0.00	2,530.50	100.00%	0.00	0.00
11600	Contingency	16,140.16	0.00		0.00	0.00	0.00	0.00%	16,140.16	0.00
11625	CMOD 25 - Stump Removal at Library	759.00	759.00		0.00	0.00	759.00	100.00%	0.00	0.00
11627	CMOD 27 - Library TPO Roofing	3,298.00	3,298.00		0.00	0.00	3,298.00	100.00%	0.00	0.00
11628	CMOD 28 - Mini Blinds to Roller Shades	4,285.00	4,285.00		0.00	0.00	4,285.00	100.00%	0.00	0.00
11631	CMOD 31 - Revision of Shop Drawings	1,097.93	1,097.93		0.00	0.00	1,097.93	100.00%	0.00	0.00
11637	CMOD 37 - Shower Seat (Rm 131)	761.50	761.50		0.00	0.00	761.50	100.00%	0.00	0.00
11638	CMOD 38 - Museum Trusses	38,800.00	38,800.00		0.00	0.00	38,800.00	100.00%	0.00	0.00
11663	CMOD 63 - MEP Coordination at Library	20,613.36	20,613.36		0.00	0.00	20,613.36	100.00%	0.00	0.00
11666	CMOD 66 - OH Door Control Changes in Apparatus Bay	1,591.33	1,591.33		0.00	0.00	1,591.33	100.00%	0.00	0.00
11667	CMOD 67 - Tower Changes	7,750.56	7,750.56		0.00	0.00	7,750.56	100.00%	0.00	0.00
11668	CMOD 68 - Sally Port OH Door Controls	2,102.15	2,102.15		0.00	0.00	2,102.15	100.00%	0.00	0.00
11669	CMOD 69 - Museum Hip Entry Roof Modifications	3,290.00	3,290.00		0.00	0.00	3,290.00	100.00%	0.00	0.00
11671	CMOD 71 - Added TPO Curb at Library North Canopy	1,069.96	1,069.96		0.00	0.00	1,069.96	100.00%	0.00	0.00
11700	Bond	7,947.91	7,947.91		0.00	0.00	7,947.91	100.00%	0.00	0.00
11800	Builders Risk Insurance	2,649.30	2,649.30		0.00	0.00	2,649.30	100.00%	0.00	0.00
11900	General Liability	7,064.81	7,064.81		0.00	0.00	7,064.81	100.00%	0.00	0.00
12000	CM Fee	54,399.04	54,399.04		0.00	0.00	54,399.04	100.00%	0.00	0.00
12050	CO 3 - Remove & Replace Library Ceilings	0.00	0.00		0.00	0.00	0.00	0.00%	0.00	0.00
12100	Remove & Replace Library Ceilings-HVAC	6,307.81	6,307.81		0.00	0.00	6,307.81	100.00%	0.00	0.00
12200	Remove & Replace Library Ceilings - Electrical	40,525.18	40,525.18		0.00	0.00	40,525.18	100.00%	0.00	0.00
12300	Remove & Replace Library Ceilings - Framing,Drywall,Ceilings	34,166.00	34,166.00		0.00	0.00	34,166.00	100.00%	0.00	0.00

CONTINUATION SHEET

Application and Certification for Payment, containing Contractor's signed certification is attached.
 In tabulations below, amounts are stated to the nearest dollar.
 Use Column I on Contracts where variable retainage for line items may apply.

Invoice # : 1903a-PA27

Contract : 1903a. City of Pryor - Police, Fire, Library

Application No. : 27
 Application Date : 05/12/23
 To: 05/12/23
 Architect's Project No.:

A Item No.	B Description of Work	C Scheduled Value	D Work Completed		E This Period In Place	F Materials Presently Stored	G Total Completed and Stored To Date (D+E+F)	H % (G / C)	I Balance To Finish (C-G)	J Retainage
			From Previous Application (D+E)							
12400	Allowance - Paint	3,818.00	0.00		0.00	0.00	0.00	0.00%	3,818.00	0.00
12490	AMOD 90 - Finishing Tile Backer Board in RR	1,182.00	1,182.00		0.00	0.00	1,182.00	100.00%	0.00	0.00
12500	Allowance - Protect Existing	2,175.26	0.00		0.00	0.00	0.00	0.00%	2,175.26	0.00
12538	AMOD 38 - Temp Wall	1,253.20	1,253.20		0.00	0.00	1,253.20	100.00%	0.00	0.00
12548	AMOD 48 - Floor Protection at Existing Library	92.22	92.22		0.00	0.00	92.22	100.00%	0.00	0.00
12550	AMOD 50 - Floor Protection	134.97	134.97		0.00	0.00	134.97	100.00%	0.00	0.00
12562	AMOD 62 - Protect Library Floor	44.99	44.99		0.00	0.00	44.99	100.00%	0.00	0.00
12565	AMOD 65 - Book Shelf Protection in Library	349.71	349.71		0.00	0.00	349.71	100.00%	0.00	0.00
12571	AMOD 71 - Library Floor Protection	323.75	323.75		0.00	0.00	323.75	100.00%	0.00	0.00
12572	AMOD 72 - Temp Enclosures	125.90	125.90		0.00	0.00	125.90	100.00%	0.00	0.00
12600	General Requirements	6,700.00	6,700.00		0.00	0.00	6,700.00	100.00%	0.00	0.00
12700	Builders Risk Insurance	291.60	291.60		0.00	0.00	291.60	100.00%	0.00	0.00
12800	General Liability	777.59	777.59		0.00	0.00	777.59	100.00%	0.00	0.00
12900	Contingency	4,859.95	0.00		0.00	0.00	0.00	0.00%	4,859.95	0.00
13000	CM Fee	5,831.94	5,831.94		0.00	0.00	5,831.94	100.00%	0.00	0.00
13100	Remove, Replace, and Patch Library Parking & Sidewalks	61,037.00	61,037.00		0.00	0.00	61,037.00	100.00%	0.00	0.00
13200	Bonds	549.33	549.33		0.00	0.00	549.33	100.00%	0.00	0.00
13300	Builders Risk Insurance	183.11	183.11		0.00	0.00	183.11	100.00%	0.00	0.00
13400	General Liability Insurance	488.30	488.30		0.00	0.00	488.30	100.00%	0.00	0.00
13500	Contingency	3,051.85	0.00		0.00	0.00	0.00	0.00%	3,051.85	0.00
13600	CM Fee	3,918.57	3,918.57		0.00	0.00	3,918.57	100.00%	0.00	0.00
13700	Power and Installation of Air Scrubbers	30,705.10	30,705.10		0.00	0.00	30,705.10	100.00%	0.00	0.00
13800	Added Metal Panels at Library Door 107A	13,150.00	13,150.00		0.00	0.00	13,150.00	100.00%	0.00	0.00
13900	Added ADA Openers at Library	6,134.00	6,134.00		0.00	0.00	6,134.00	100.00%	0.00	0.00
14000	Allowance - Remove/Replace Unsuitable Soils	25,190.00	0.00		0.00	0.00	0.00	0.00%	25,190.00	0.00
14079	AMOD 79 - Remove/Replace Unsuitable Soils	3,655.00	3,655.00		0.00	0.00	3,655.00	100.00%	0.00	0.00
14080	AMOD 80 - Remove/Replace Unsuitable Soils	13,155.00	13,155.00		0.00	0.00	13,155.00	100.00%	0.00	0.00

CONTINUATION SHEET

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Invoice #: 1903a-PA27 Contract: 1903a. City of Pryor - Police, Fire, Library

Application No.: 27
 Application Date: 05/12/23
 To: 05/12/23
 Architect's Project No.:

A Item No.	B Description of Work	C Scheduled Value	D Work Completed		E This Period In Place	F Materials Presently Stored (Not in D or E)	G Total Completed and Stored To Date (D+E+F)	H % (G / C)	I Balance To Finish (C-G)	J Retainage
			From Previous Application (D+E)							
14100	Covered Parking Soffits, Gutters, and Downspouts	25,039.00	25,039.00		0.00	0.00	25,039.00	100.00%	0.00	0.00
14200	Metal Ceiling Panels at Sallyport/Detention Area	19,557.00	19,557.00		0.00	0.00	19,557.00	100.00%	0.00	0.00
14300	Added Break Metal at Library	14,200.00	14,200.00		0.00	0.00	14,200.00	100.00%	0.00	0.00
14500	General Conditions/General Requirements	62,600.00	62,600.00		0.00	0.00	62,600.00	100.00%	0.00	0.00
14600	Bonds	1,920.47	1,920.47		0.00	0.00	1,920.47	100.00%	0.00	0.00
14700	Builders Risk Insurance	640.16	640.16		0.00	0.00	640.16	100.00%	0.00	0.00
14800	General Liability Insurance	1,707.08	1,707.08		0.00	0.00	1,707.08	100.00%	0.00	0.00
14900	Contingency	146,492.73	0.00		0.00	0.00	0.00	0.00%	146,492.73	0.00
14972	CMOD 72 - Move Gas Line	950.00	950.00		0.00	0.00	950.00	100.00%	0.00	0.00
14973	CMOD 73 - Brick Screen Wall and Credit	1,633.57	1,633.57		0.00	0.00	1,633.57	100.00%	0.00	0.00
14975	CMOD 75 - Cut in Door 195a Strike	400.00	400.00		0.00	0.00	400.00	100.00%	0.00	0.00
14976	CMOD 76 - Added Receipts & Data at Library	1,545.97	1,545.97		0.00	0.00	1,545.97	100.00%	0.00	0.00
14977	CMOD 77 - Various Owner Changes to IT Room	5,173.53	5,173.53		0.00	0.00	5,173.53	100.00%	0.00	0.00
14978	CMOD 78 - Smoke Detectors in Detention Area	11,565.78	11,565.78		0.00	0.00	11,565.78	100.00%	0.00	0.00
14979	CMOD 79 - Move Wall & Window at Library	2,114.00	2,114.00		0.00	0.00	2,114.00	100.00%	0.00	0.00
14980	CMOD 80 - Red Racks	5,709.89	5,709.89		0.00	0.00	5,709.89	100.00%	0.00	0.00
14981	CMOD 81 - Signage Vector Artwork	495.00	495.00		0.00	0.00	495.00	100.00%	0.00	0.00
14982	CMOD 82 - Library Door Frame Lamination	1,786.00	1,786.00		0.00	0.00	1,786.00	100.00%	0.00	0.00
14983	CMOD 83 - Return and Replacement of Mini Fridges	1,573.98	1,573.98		0.00	0.00	1,573.98	100.00%	0.00	0.00
14984	CMOD 84 - Resizing of Library Doors	1,792.29	1,792.29		0.00	0.00	1,792.29	100.00%	0.00	0.00
14985	CMOD 85 - Shower and Locker Room Benches	1,822.21	1,822.21		0.00	0.00	1,822.21	100.00%	0.00	0.00
14986	CMOD 86 - Lay in Diffusers Rooms 172A and 173	854.91	854.91		0.00	0.00	854.91	100.00%	0.00	0.00
14987	CMOD 87 - Fire Dampers In M103 and M105	4,765.31	4,765.31		0.00	0.00	4,765.31	100.00%	0.00	0.00
14988	CMOD 88 - Control Joints and Corner Bead in Corridors	2,875.00	2,875.00		0.00	0.00	2,875.00	100.00%	0.00	0.00

CONTINUATION SHEET

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Invoice # : 1903a-PA27 Contract : 1903a. City of Pryor - Police, Fire, Library

Application No. : 27
 Application Date : 05/12/23
 To: 05/12/23
 Architect's Project No.:

A Item No.	B Description of Work	C Scheduled Value	D Work Completed		E This Period In Place	F Materials Presently Stored	G Total Completed and Stored To Date (D+E+F)	H % (G / C)	I Balance To Finish (C-G)	J Retainage
			From Previous Application (D+E)							
14989	CMOD 89 - Library Header and Column Framing per CM PR 44	2,368.00	2,368.00		0.00	0.00	2,368.00	100.00%	0.00	0.00
14991	CMOD 91 - TPO Roof, Gutters, and Downspouts per CM PR 53	7,463.96	7,463.96		0.00	0.00	7,463.96	100.00%	0.00	0.00
14993	CMOD 93 - Museum East Low Roof Framing Changes	6,255.00	6,255.00		0.00	0.00	6,255.00	100.00%	0.00	0.00
14994	CMOD 94 - Doors 114, 125 & 126B added Hardware	273.00	273.00		0.00	0.00	273.00	100.00%	0.00	0.00
14995	CMOD 95 - Metal Panels at Lib Condensing Unit Fence	5,660.00	5,660.00		0.00	0.00	5,660.00	100.00%	0.00	0.00
14996	CMOD 96 - Angle Iron for APP Bay Doors	2,865.00	2,865.00		0.00	0.00	2,865.00	100.00%	0.00	0.00
14997	CMOD 97 - Gate Changes at Storage	503.80	503.80		0.00	0.00	503.80	100.00%	0.00	0.00
14998	CMOD 98 - Added #9 Fixture in the Detention Area	1,801.96	1,801.96		0.00	0.00	1,801.96	100.00%	0.00	0.00
14999	CMOD 99 - Added Museum Signage	1,125.00	1,125.00		0.00	0.00	1,125.00	100.00%	0.00	0.00
15000	CM Fee	34,059.17	34,059.17		0.00	0.00	34,059.17	100.00%	0.00	0.00
15101	CMOD 101 - Evidence Locker Changes	4,610.67	4,610.67		0.00	0.00	4,610.67	100.00%	0.00	0.00
15102	CMOD 102 - Permit Fees for State Fire Marshal	1,599.13	1,599.13		0.00	0.00	1,599.13	100.00%	0.00	0.00
15103	CMOD 103 - City Logo Sign	22,417.00	22,417.00		0.00	0.00	22,417.00	100.00%	0.00	0.00
15104	CMOD 104 - Ceramic at Study Rooms	954.00	954.00		0.00	0.00	954.00	100.00%	0.00	0.00
15105	CMOD 105 Paint Detention Furniture	6,379.00	6,379.00		0.00	0.00	6,379.00	100.00%	0.00	0.00
15106	CMOD 106 Door 121 Reorder	617.00	617.00		0.00	0.00	617.00	100.00%	0.00	0.00
15107	CMOD 107 - Added Doors at TLT 104 & 105	10,584.43	10,584.43		0.00	0.00	10,584.43	100.00%	0.00	0.00
15108	CMOD 108 - TV Mounts	750.00	750.00		0.00	0.00	750.00	100.00%	0.00	0.00
15109	CMOD 109 - Sign Badges & Feature Wall Signage	12,698.25	10,023.00	2,675.25	0.00	0.00	12,698.25	100.00%	0.00	0.00
15110	CMOD 110 - South Canopy Roof TPO	7,762.50	7,762.50		0.00	0.00	7,762.50	100.00%	0.00	0.00
15111	CMOD 111 - Reception Desk Header	2,368.00	2,368.00		0.00	0.00	2,368.00	100.00%	0.00	0.00
15112	CMOD 112 - Feature Wall	4,366.11	4,366.11		0.00	0.00	4,366.11	100.00%	0.00	0.00
15114	CMOD 114 - Added Transformer Bollards	1,290.00	1,290.00		0.00	0.00	1,290.00	100.00%	0.00	0.00
15115	CMOD 115 - Additional Bollards	971.74	971.74		0.00	0.00	971.74	100.00%	0.00	0.00

CONTINUATION SHEET

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Application No. : **27**
 Application Date : **05/12/23**
 To : **05/12/23**
 Architect's Project No.:

Invoice # : **1903a-PA27** Contract : **1903a. City of Pryor - Police, Fire, Library**

A Item No.	B Description of Work	C Scheduled Value	D Work Completed		E This Period In Place	F Materials Presently Stored (Not in D or E)	G Total Completed and Stored To Date (D+E+F)	H % (G / C)	I Balance To Finish (C-G)	Retainage
			From Previous Application (D+E)							
15116	CMOD 116 - Sealing the LVT Floors in the EMSC	1,850.00	1,850.00		0.00	0.00	1,850.00	100.00%	0.00	0.00
15117	CMOD 117 - Re-Keying the Library Exterior Doors	881.00	881.00		0.00	0.00	881.00	100.00%	0.00	0.00
15118	CMOD 118 - Radiant Heater Shuttoff Switches	3,520.92	3,520.92		0.00	0.00	3,520.92	100.00%	0.00	0.00
15119	CMOD 119 - Sealing of Tile Floors at EMSC	3,500.00	3,500.00		0.00	0.00	3,500.00	100.00%	0.00	0.00
15120	CMOD 120 - Break Rm 170/Kitchen 115 Millwork	3,988.90	3,988.90		0.00	0.00	3,988.90	100.00%	0.00	0.00
15122	CMOD 122 - Metal Fascia	11,000.00	11,000.00		0.00	0.00	11,000.00	100.00%	0.00	0.00
15123	CMOD 123 - Jail Changes per State Fire Marshal	29,134.94	0.00	1,735.77	1,735.77	0.00	1,735.77	5.96%	27,399.17	0.00
15124	CMOD 124 - Fire Marshal Comments Ceilings & Paint	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00
Grand Totals		13,796,530.80	13,492,198.57		4,411.02	0.00	13,496,609.59	97.83%	299,921.21	0.00

NON-KICKBACK STATEMENT

Date: 05/12/2023

STATE OF: **Oklahoma**

COUNTY OF: **Grady**

The undersigned person, of lawful age, being first duly sworn, on oath says that this invoice is true and correct and that (s)he is authorized to submit the invoice pursuant to a contract or purchase order. Affiant further states that the (work, services, or materials) as shown by this invoice have been (completed or supplied) in accordance with the plans, specifications, orders, request, or contract furnished or executed by the affiant. Affiant further states that (s)he has made no payment directly or indirectly to any elected official, officer, or employee of the (county, municipality, school district) or money or any other thing of value to obtain payment of the invoice or procure the contract or purchase order pursuant to which an invoice is submitted.

Name of Vendor **CMSWillowbrook, Inc.**

Signature: 

Subscribed and sworn to before me this 12th day of May, 2023



Notary Public: 

My Commission expires on: 6/28/25



May 4, 2023

City Clerk for City of Pryor Creek
P.O. Box 1167
Pryor, OK 74362

To Whom It May Concern:

Fort Hill Associates, LLC is pleased to submit the following Request for Proposals for the City of Pryor Creek:

- Certified Public Accountant Services Review and Analysis
- Construction Management Services Review and Analysis

Fort Hill is a full-service construction audit consultancy, specializing in pre-construction contract reviews and construction phase audits. Our team has worked with Owner's Representatives, Facilities Departments, Internal Audit Departments and other organizations on the Owner's side to help monitor compliance with the terms and conditions of their construction agreement. It is this singular focus that sets Fort Hill apart from other audit firms.

Additionally, Fort Hill has worked on approximately 150 projects for the following entities since 2015:

The City of Fort Lauderdale
Texas A&M University System
Clemson University
Hudson Advisors
Emory University
Duke University
Vanderbilt University
West Virginia University
Broward Health

Amazon
University of Houston System
Rivian Automotive
University of Texas System
The Irvine Company
University of Michigan
Oregon State University
BayCare Health System
Children's Healthcare of Atlanta

Fort Hill looks forward to establishing a valued relationship with the City of Pryor Creek. If you have any additional questions or concerns, please let me know at (864) 274-0992.

Regards,

Doug Plyler

Doug Plyler

Enclosure



**REQUEST FOR PROPOSAL
CERTIFIED PUBLIC ACCOUNTING SERVICES REVIEW AND ANALYSIS
MAY 16, 2023**



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Audit Procedure	26
Fort Hill Fee Structure	31

City Clerk for City of Pryor Creek
P.O. Box 1167
Pryor, OK 74362

To Whom It May Concern:

Fort Hill Associates, LLC is pleased to submit the accompanying Request for Proposal for Certified Public Accountant Services Review and Analysis for the City of Pryor Creek.

Fort Hill is a full-service construction audit consultancy, specializing in pre-construction contract reviews and construction phase audits. Our team has worked with Owner's Representatives, Facilities Departments, Internal Audit Departments and other organizations on the Owner's side to help monitor compliance with the terms and conditions of their construction agreement. It is this singular focus that sets Fort Hill apart from other audit firms.

Fort Hill has numerous experience with various projects under a similar scope for the City of Pryor Creek. Since 2015, Fort Hill has worked on approximately 150 projects for the following entities:

- Duke University
- University of Arkansas
- Texas A&M University System
- The University of Texas System
- Clemson University
- Baylor University
- Vanderbilt University
- Texas Christian University
- Emory University
- The City of Fort Lauderdale
- Amazon
- Rivian Automotive
- Hudson Advisors (REIT)
- IMG Beacon (Hotel Developer)
- Westplan Investors
- The Irvine Company
- Loudon County School District
- Tanger Factory Outlets
- Broward Health
- BayCare Health System
- Hospital Corporation of America (HCA)
- Children's Healthcare of Atlanta
- Community Health Centers (Fresno, CA)
- Rex/UNC Healthcare
- Northeast Georgia Health System
- Medical University of South Carolina
- PRISMA Health

Please contact me at 864.631.2376 (O) or 864.640.2518 (C) if you have any questions regarding our proposal. We look forward to hearing from you.

Regards,

Doug Plyler
Doug Plyler

GENERAL FIRM INFORMATION

The City of Pryor Creek System's desire to perform a financial review and analysis on its large municipal project represents a "best practices" approach to compliance. To ensure an efficient and productive audit conclusion, Fort Hill Associates, LLC has unique advantages to fulfill the City of Pryor Creek's request.

Unlike other firms that offer construction auditing services as simply a component of their overall audit practice, Fort Hill specializes in this one area. This specialization will allow Fort Hill to perform the various functions outlined in the proposal. Upon completion of the project and resolution of the audit, Fort Hill will utilize the audit findings to demonstrate how to prevent these issues from reoccurring. This action can be as simple as a "lessons learned" review with management to a formal educational seminar with staff. Fort Hill will allow the City of Pryor Creek to satisfy external fiduciary duties along with internal "checks and balances" that an expansion project commands.

Fort Hill Associates has ten employees – six of whom are NACA Certified Construction Auditors and are members of the National Association of Construction Auditors (NACA). As previously mentioned, Fort Hill has three Principals. These Principals have grown the company from its beginnings as a small construction audit consultancy working primarily in the Carolinas to a nationwide firm providing audit services. Fort Hill is also currently participating as a partner with clients including the City of Fort Lauderdale, The Irvine Company, Loudon County Public Schools (Virginia), Rivian Automotive, Texas A&M University System, Texas Tech University, Texas Christian University, Baylor University, the University of Arkansas, Duke University, Emory University, BayCare Health System, Children's Healthcare of Atlanta, and LifePoint Health. Having audited projects utilizing similar delivery methods for clients in various industry sectors, Fort Hill is well versed with both the intention of these contracts as well as the industry standards and practices used in constructing these projects.

Fort Hill will effectively and efficiently manage any audit review to conclusion through the assignment of a Principal to lead the audit of the projects outlined by the City of Pryor Creek. The Engagement Manager assigned to the City of Pryor Creek, Mr. Doug Plyler, has previously worked on several projects over the last decade for clients in different industries including Texas A&M University System, University of Houston System, The Irvine Company, Broward Health, BayCare Health System, IMG Beacon (Hyatt Centric Hotel), and various multifamily developers. One of the first questions asked when a contract audit is discussed is the impact on the current organization. Utilizing Principals to staff this audit instead of support staff assists in minimizing any impact to your current organization. Our Principals know what to examine and where to get it – the first time. Thus, your organization will save time and face less disruption than might be expected from an audit performed by a staff-level individual at another audit firm based elsewhere.

	Fort Hill	Big Four	Other Firms
Defined Methodologies and tools	★	★	★
Experienced Team	★	★	★
Financial and management stability	★	★	★
Responsive client service	★	★	★
Focus on core Construction Audit offerings with Senior Level Resources	★	★	★
Independent from attestation and tax services	★	★	★
Better teaming with Internal auditors and Facilities Management Teams	★	★	★

Fort Hill's unique attributes will maximize the returns from the City of Pryor Creek System's construction contract audit experience. We look forward to continuing a valued relationship.

GENERAL FIRM INFORMATION

1

Founded 2006

The Principals of Fort Hill Associates established the firm in 2006 to create a contract auditing practice leveraging their combined financial and accounting expertise and experiences. The Principals have been responsible for contract compliance within Fortune 500 companies and their leadership has grown the consultancy from a regional player in the Mid-Atlantic area into an established construction audit firm with projects throughout the United States, as well as internationally.

2

Extensive Experience

The majority of Fort Hill's clients have utilized Fort Hill for GMP/pre-construction, in-process, and/or close-out reviews for projects administered under Design-Build, CM at Risk, and guaranteed maximum price (GMP) contracts. Fort Hill has fulfilled the contract audit role for many internal audit, facilities, and finance departments in higher education, healthcare, and other industries.

3

Senior Resources

Fort Hill also has extensive experience for other public sector clients. As a result, Fort Hill has audited numerous projects of, and maintains an ongoing working relationship with many healthcare systems.

Every audit performed by Fort Hill is led by one of the firm's three Principals who serves as the Engagement Manager. The other Principals assist as needed as Audit Managers. All three Principals were founders of the firm in 2006 and have obtained the NACA Certified Construction Auditor (CCA) designation. The Principals have given CPE presentations for the Association of College and University Auditors (ACUA), Associate of Healthcare Internal Auditors (AHIA). Additionally, they have written articles for use by the HFMA, the American Bar Association and the National Association for Educational Procurement (NAEP).

Legal Name: Fort Hill Associates, LLC

Type of Entity: Partnership

Type of Business: Construction Audit Consultancy

State of Formation: South Carolina

Year of Formation: 2006

Website: www.forthillassociates.com

Business Organization: Limited Liability Corporation

Total Employees: 10 (May 2023)

- 3 Principals (All are NACA Certified Construction Auditors; One is a CFA charter holder)
- 1 Director - Audit and Consulting (NACA Certified Construction Auditor, LEED Green Associate, Project Management Professional)
- 1 Senior Construction Auditor (Licensed Professional Engineer)
- 4 Construction Contract Auditors (Two are NACA Certified Construction Auditors; two are Certified Professional Accountants (CPA))
- 1 Legal Counsel (Member, ABA Forum on Construction Law - Division 12, Owners & Project Finance)



GENERAL FIRM INFORMATION

Specialization

Specialty

Fort Hill Associates, LLC is a full-service construction audit consultancy, specializing in pre-construction contract reviews and construction contract audits. Fort Hill assists owners of construction projects by ensuring contract compliance through the validation of 100% of the transaction costs passed from their Contractors/Construction Managers on their construction projects. Fort Hill's pre-construction contract reviews identify and mitigate issues before they arise. The audits and reviews not only potentially return and save money on an Owner's current project, but also create a knowledge base within the Owner's organization of the issues that can arise on future projects.

Fort Hill Associates' Corporate Office:

37 Villa Road, Suite 106
Greenville, South Carolina 29615

No Conflict of Interest

There is no conflict of interest between Fort Hill and the City of Pryor Creek. There is no relationship between any Fort Hill employee and the City of Pryor Creek, Oklahoma, CMS Willowbrook, and Graber and Associates.

Project Team

PROJECT TEAM ASSIGNED TO CITY OF PRYOR CREEK

Project Leadership: Fort Hill plans to staff this audit utilizing Doug Plyler as the Engagement Manager (and single point of contact for the team) to the City of Pryor Creek. Mr. Plyler is a NACA Certified Construction Auditor (CCA) and has previously worked as Fort Hill's Engagement Manager on numerous other similar projects in various industry sectors including the following clients: Hudson Advisors (Multi-family REIT based in Dallas, TX), the Irvine Company (Development group located Irvine, CA), Westplan Investors (Development group based in Atlanta, GA), Texas A&M University System, Texas Christian University, University of Houston System, Emory University, Clemson University, Oregon State University, BayCare Health System, Broward Health, Hospital Corporation of America (HCA), and IMG Beacon (Hotel Developer).

Organizational chart illustrating reporting lines and names and titles

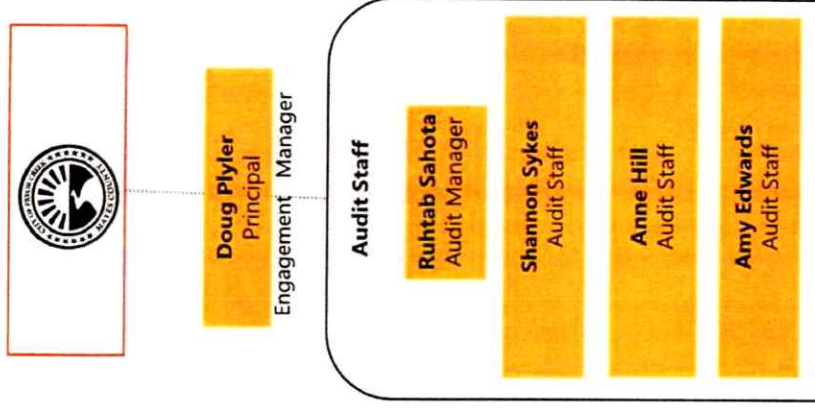
See Org Chart 1

Resumes for each individual on Fort Hill's Project Team assigned to City of Pryor.

Fort Hill plans to staff this audit utilizing one of its Principals (Mr. Doug Plyler) as the Engagement Manager to the City of Pryor Creek. In addition to Mr. Plyler Fort Hill will also utilize Mr. Ruhtab Sahota in a leadership role as Audit Manager to the City of Pryor Creek. Mr. Sahota, is Fort Hill's Director - Audit and Consulting. Mr. Sahota is a member of the National Association of Construction Auditors and is also a NACA Certified Construction Auditor as well as a LEED Green Associate and Project Management Professional (PMP). Mr. Sahota oversees the firm's data analytics effort and has served as audit lead for several other clients.

Fort Hill will support its audit leadership team to the City of Pryor Creek with its staff auditors to meet client's requirements on all projects. This process utilizes an "assembly line approach" with a Fort Hill Staff or Lead Auditor taking ownership of specific roles (i.e., labor, subcontractors, change events, etc.). Each member of Fort Hill's audit staff is well versed within this specific role and is responsible for their role on most of Fort Hill's projects. These reviews covered various types of projects including:

- Higher Education
- Healthcare
- Publicly Funded Projects
- Sport Venues
- Commercial Projects
- Distribution Centers
- Hotel Projects
- Misc. Infrastructure Projects
- Multifamily Projects
- Civic Projects

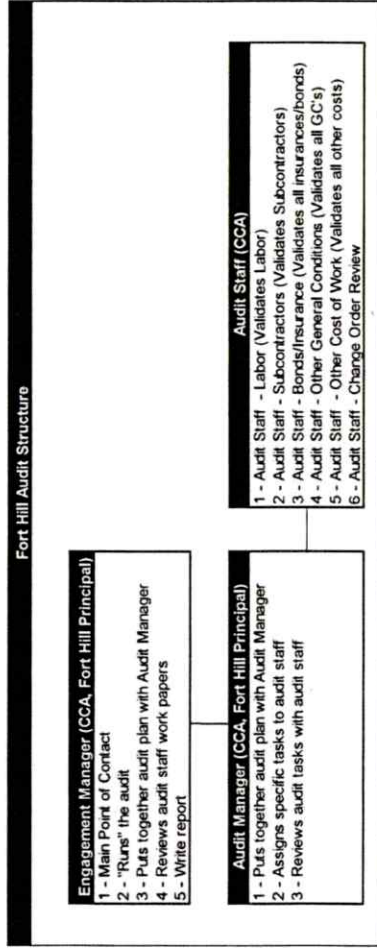


Org Chart 1

PROJECT TEAM ASSIGNED TO CITY OF PRYOR CREEK

Audit Structure

- Fort Hill also plans to use the remainder of its staff in the following capacity:
- Ms. Anne Hill, NACA Certified CCA – General Conditions and Cost of Work Labor Review, Subcontractor Review
 - Ms. Amy Edwards, NACA Certified CCA, CPA – Change Order Review
 - Ms. Shannon Sykes, CPA – Non-labor General Conditions' Review

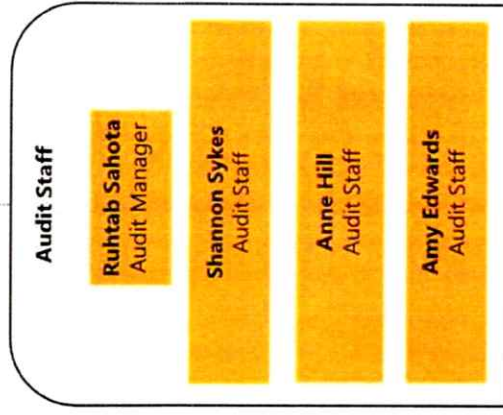


Fort Hill's project team leads to the City of Pryor Creek are all (NACA) Certified Construction Auditors. Additionally, the entire project team consists of Certified Professional Accountants (CPA) and/or National Association of Construction Auditors (NACA) Certified Construction Auditors. All are members of the Institute of Internal Auditors.

- Doug Plyler: CCA
- Martin Howell: CCA
- Ruhtab Sahota: CCA, LEED Green Pro, PMP
- Shannon Sykes: CPA
- Amy Edwards: CPA, CCA
- Anne Hill: CCA
- Curt Plyler: CCA, CFA
- Jim McCoy: PE



Doug Plyler
Principal
Engagement Manager



Org Chart 1

PROPOSED PROJECT TEAM



Doug Plyler, CCA | 864.640.2518

Principal

Mr. Doug Plyler, a Principal of the firm holding the CCA designation, has previously worked on a significant number of projects in various industry sectors including the Port of Seattle, Oregon State University, Portland State University, Community Medical Centers (Fresno, CA), REC Silicon (Moses Lake, WA), Beacon IMG (Hyatt Centric – Charlotte, NC), Amazon (Tucson, AZ), Pickens County School District (Pickens, SC), University of Texas Southwestern Medical Center (Dallas, TX), University of Houston System, BayCare Health System (Tampa, FL), and Broward Health (Fort Lauderdale, FL)



Ruhtab Sahota, PMP, CCA, LEED Green Associate | 724.313.6741

Audit Project Manager

Mr. Sahota, Fort Hill's Director of Audit and Consulting, recently joined Fort Hill after serving several years in a similar role with Protiviti. Mr. Sahota, a member of the National Association of Construction Auditors and a Certified Construction Auditor, oversees the firm's data analytics effort and has served as audit lead for several other higher education clients in his prior role.



Shannon Sykes, CPA

Audit Staff

Ms. Sykes has 5+ years of experience in all areas of construction audit and has performed construction audits for higher education and healthcare clientele. She is experienced in change order reviews, contract management and auditing of billed contractors' costs throughout the project. Shannon has helped clients with multiple cost recoveries on the projects based on construction audits and progressive payment application reviews.



Amy Edwards, CPA, CCA | 919.302.8952

Staff Auditor

Amy Edwards has 20+ years of experience in all areas of accounting management. She is a Certified Public Accountant (CPA) and holds a North Carolina General Contractor's License as well as having achieved the designation of Certified Construction Auditor (CCA). Prior to joining Fort Hill Associates, Ms. Edwards worked as an Auditor/Accountant for the City of Raleigh in the Construction Management Department on the new Raleigh Convention Center.



Anne Hill, CCA | 919.608.1660

Staff Auditor

Ms. Hill has twelve years of construction contract auditing experience supporting multiple clients on their large construction projects. In addition to her auditing role, she has implemented and integrated several operational processes to streamline Fort Hill's internal business operations. Prior to joining Fort Hill, Anne worked for four Fortune 500 companies.



Doug Plyler, CCA

Principal

Direct: 864.631.2376

Email dplyler@forthillassociates.com

Service Line

- Construction Audits
- Project Reviews

Areas of Expertise

- Preconstruction Audits
- Labor Burden Analysis
- Subcontract Management
- Leased Equipment

Industry Expertise

- Higher Education
- Healthcare
- Education
- M.B.A., Vanderbilt University, 1996
- B.S. Clemson University 1994

Professional Memberships & Certifications

- National Association of Construction Auditors
- Certified Construction Auditor
- The Institute of Internal Auditors

Professional Experience

Mr. Plyler is a founding Principal of Fort Hill and has been paramount in developing Fort Hill's growth from a regional construction contract audit consultancy into one with a national scope. Mr. Plyler developed a customizable audit process that is tailored to each individual client's specific needs. Mr. Plyler is a member of the Institute of Internal Auditors and is a Certified Construction Auditor (CCA).

Mr. Plyler has served as both the Engagement Manager and Audit Manager for several public and private sector clients including: University of Houston System, Emory University, Duke University Health System, University of Texas System, Texas Christian University, Oregon State University, and Texas A&M University System.

Prior to forming Fort Hill, Mr. Plyler split time between the Asset Management function and Acquisition arm of The Milestone Group, a national real estate firm that was established to invest in a diversified portfolio of U.S. based real estate and real estate related opportunities.

Major Projects

- **University of Houston System (Houston, Texas; 2013 - Present)**
 - UH Quadrangle Replacement – Pre-Construction and Construction Phase Audits; \$101MM
 - UH Clearlake STEM Project - Pre-Construction and Construction Phase Audits; \$53MM
 - UH College of Medicine - Pre-Construction and Construction Phase Audits; \$80MM
 - UH Downtown Student Wellness Ctr.- Pre-Construction and Construction Phase Audits; \$28MM
 - UH Victoria Student Center - Pre-Construction and Construction Phase Audits; \$29.5MM
 - UH Clearlake Rec and Wellness Center - Pre-Construction and Construction Phase Audits; \$39MM
 - Various Other Projects - Pre-Construction and Construction Phase Audits; \$150MM (Estimate)

Texas A&M University System (College Station, Texas; 2018 - Present)

- RELLIS Campus Infrastructure – Construction Phase Audits - \$46MM
- TTI Headquarters – Construction Phase Audits - \$50MM
- Medical Research Education Building - Construction Phase Audits - \$74.3MM
- Polo Garage - Construction Phase Audits - \$60.5 MM
- Instructional Library - Construction Phase Audits - \$73MM
- Various Other Projects - Construction Phase Audits; \$600MM (Estimate)



Ruhtab Sahota, PMP, CCA

Director

Direct: 724.313.6741

Email: rsahota@forthillassociates.com

Service Line

- Construction Audits
- Project Advisory

Areas of Expertise

- Project Management
- Preconstruction Audits
- Labor Burden Analysis
- Subcontract Management
- Leased Equipment

Industry Expertise

- Higher Education
- Healthcare

Education

- M.B.A, Wayne State University
- M.S. Wayne State University
- B.S. in Civil Engineering

Professional Memberships & Certifications

- The Institute of Internal Auditors
- National Association of Construction Auditors
- Certified Construction Auditor

Professional Experience

Ruhtab is an Associate Director and has over 14 years of mission critical project's experience. Since joining Fort Hill, Ruhtab has worked in Construction Audit Reviews and provides clients with auditing services in the following areas: program management, capital project oversight, contract reviews, portfolio reviews for processes and internal controls. Ruhtab has experience in project risk advisory, project budgeting, forecasting and environmental health & safety.

Major Projects

- **Project Audits:** Developed and implemented Capital Projects Audit and Process for Tech Corporation to ensure high-level risks are monitored and mitigated, followed by a risk assessment of the common risk areas in a construction project.
- **Critical Infrastructure:** Managed and supported Project Controls setup and implementation for various mission critical projects in multiple industries. Developed set of controls, project plans, stage gates to securely build and innovate faster buildout. Reviewed utilities, production, supplier management and equipment procurement to minimize downtime, improve operating efficiencies and facilitate seamless project execution while actively mitigating risks.
- **Data Center:** Successfully managed project planning and construction execution of a Tier 4 data center that included dual power distribution from the utility to IT racks. The electrical infrastructure for 1500kW IT capacity was relayed by four underground duct bank feeders and was supplemented by 500KVA UPS with VRLA Batteries controlled by switchgears and auto transfer switches.
- **Real Estate Advisory:** Conducted Capital Project Performance review and Cost Consulting for Real Estate developers to monitor Engineering, Procurement & Construction Management (EPCM) providers. Reviewed and assessed the design and operating effectiveness of the development processes; including contract administration, project controls, procurement, accounts payable, project management, and transactions between the Project Developer and the EPCM provider.
- **Construction Procurement and Management:** Conducted risk assessments that focused on enhancing the delivery of construction projects within stipulated time and budget. Aligned process improvements with goals of the client to provide desired project framework and captured cost savings on all projects.



Project Experience & References

FORT HILL PROJECT EXPERIENCE/REFERENCES

 <p>UNIVERSITY OF HOUSTON</p>	<p>Extent of Relationship</p> <p>2013 – Present</p>
<p>Mr. Ed Mader, P.E. Senior Project Manager Facilities/Construction 4211 Elgin St. General Services Bldg., Rm. 231 Houston, TX 77204-1004 (713) 743-6288 esmader2@central.uh.edu</p>	<p>Mr. James G. Norcom III, FMP, CJP Principal Project Manager Facilities/Construction 4211 Elgin St General Services Bldg., Room 231 Houston, TX 77204-1004 (713) 743-5804 jgnorcom@central.uh.edu</p>


Fort Hill's initial audit for the City of Pryor Creek System involved a dining hall project (Cougar Woods) with a total construction cost of \$8 MM. This project was undertaken in early 2013 with a primary focus to document costs billed to the Owner under change orders. These change orders were audited for compliance with both State of Texas and specific Contract requirements. A complete compliance verification of the State of Texas OGC Supplemental and General Conditions, and OGC-S CMAR Agreement was conducted.

The Facilities Planning and Construction department at the City of Pryor Creek System routinely audits various construction projects. Upon a successful resolution to the Cougar Woods audit, the City of Pryor Creek has continually engaged Fort Hill on audits to close out other projects. In many instances, Fort Hill will conduct an initial, pre-construction contract review, an interim review, and a closeout review.

All the projects audited by Fort Hill for have been in contracts executed under a GMP arrangement except for the UH Natatorium project which was executed under a fixed price agreement.

Projects	Cost
Cougar Village Dining Hall	\$8 MM
Energy Research Park #1 and #5	\$14MM
Jaguar Suites Residence Hall	\$10 MM
UH-Girard Street Parking Garage	\$14 MM
UH Natatorium	\$6 MM
Regional Center for Economic Development	\$20 MM
Victoria Student Center	\$29.5 MM
Victoria Sophomore Student Housing	\$17.5 MM
UH – Student Center Learning Commons	\$20 MM
UH – CL Pearl and Health Science Building	\$22 MM
UH – CL STEM Project	\$53 MM
UH – CL Recreation & Wellness Center	\$38 MM
UH Quadrangle Replacement	\$101 MM
UH Victoria Town Plaza	\$7.3 MM
UH Downtown Student Wellness Center	\$28 MM
UH College of Medicine	\$80 MM

FORT HILL PROJECT EXPERIENCE/REFERENCES



TEXAS A&M
UNIVERSITY

Extent of Relationship
2018 – Present


James Davidson
Area Manager Controls
Office of Facilities Planning and Construction
1586 TAMU
College Station, TX 77840
(979) 458-7004
jim-davidson@tamus.edu

Fort Hill has performed multiple closeout audits for the Texas A&M University System since 2018. These audits have been on both the main campus of Texas A&M as well as other campuses within the Texas A&M University System. The projects audited by Fort Hill have been constructed under Construction Manager at Risk and Design-Build contracts. Some of these projects have included an audit of Subcontractors operating under a reimbursable Subcontract (i.e. GMP) with the Construction Manager/Design-Builder.

Fort Hill has recently begun work on initial reviews on two additional projects; the Bright Building Area Redevelopment and Business Education Complex. These audits are slated to be finalized in 2024.

Projects	Cost
RELLIS Campus Infrastructure	\$46.1MM
Science and Technology Bldg – San Antonio	\$50.0MM
Medical Research Education Building	\$74.3MM
Music Activities Center	\$52.7MM
Additional Instructional & Support Space	\$61.6MM
21st Century Classroom	\$61.3MM
Polo Garage	\$60.5MM
Engineering & Health Building Renovation	\$70.4MM
RELLIS Academic Building	\$22.8MM
Peterson Building	\$20.1MM
TTI Headquarters	\$57.5MM
Aquatics Center	\$8.9MM
Amarillo Center	\$5.1MM
Water Wastewater Project	\$8.4MM
Joint Library Facility - Module 3	\$6.2MM
Instructional Laboratory	\$73.0MM
RELLIS Campus Infrastructure Phase 3	\$12.2MM
Ballistics Aero-Optics and Materials Facility	\$37.3MM
Business Education Complex	\$65.1MM
Bright Building Area Redevelopment	\$139.5MM

FORT HILL PROJECT EXPERIENCE/REFERENCES



Duke
UNIVERSITY

Extent of Relationship	
<p style="text-align: center;">2008 – Present</p> <p>Duke University Health System Ms. Beth Emerson, PE Assistant Director – Project Controls (919) 668-3710 beth.emerson@duke.edu</p>	<p>Duke University Mr. Michael Dausch Director – Office of Project Mgt. (919) 660-4221 michael.dausch@duke.edu</p>

Fort Hill began working for the Duke University Health System (DUHS) in 2010 on a joint project (Duke Medicine Pavilion Utility Tunnel) between the University's Facilities Management Department (FMD) and the Health System's Project Controls group. Fort Hill's next engagement at DUHS consisted of the \$212MM Medicine Pavilion and Cancer Center. This project had three (3) main GMPs (Cancer Center - \$113MM, Duke Medicine Pavilion - \$90MM, and the North Concourse - \$16MM) and included reimbursable MEP Subcontractors including M.C. Dean, E.A.S., and Starr Electric. Prior to the joint project, Fort Hill has provided ongoing audit services to Duke University's FMD since 2008. Duke's substantial endowment ensures construction continues nearly unabated year in and year out. As a result, Duke maintains a 'stable' of Construction Managers who perform most of their construction exceeding \$15MM.

The construction work is shared among these entities, and Fort Hill periodically (approximately every two years) reviews each Construction Manager prior to beginning work on a new project to review and reach agreement on the billing methodologies for labor, leased equipment, insurance, information technology, and other items as necessary. This upfront audit, the Pre-Construction Contract Review, has been successful at identifying and mitigating issues, which routinely surface in a traditional closeout audit. Fort Hill does audit the Construction Manager for compliance with these billing methodologies at the conclusion of the project. In addition, standard audit testing is conducted at closeout to ensure the source documentation (pay records, time records, and invoices) substantiates the costs billed.


Fort Hill's work with the Duke University Health System has been significant in the last several years. Currently, FHA has been most recently engaged at DUHS on a construction audit related to the Green Level project.

Recent Projects

East Campus Dormitory Project (2012 – Current)	\$15MM
Craven + Crowell Quad Renovation	\$15MM
Wallace Wade Stadium Renovations	\$96MM
New Eye Clinical Center Building	\$44.3MM
Thomas Center Renovation	\$62MM
Science Drive/Cameron Parking Garage	\$53MM
Health & Wellness Center	\$27.7MM
Duke Cancer Center	\$113MM
Duke Medical Pavilion	\$90MM
North Concourse	\$16MM
West Campus Steam Plant	\$34MM
Perkins Library	\$23MM
Holly Springs Hospital	\$30MM
Wake Forest Heritage	\$14.1MM
School of Nursing	\$13MM



FORT HILL PROJECT EXPERIENCE/REFERENCES



EMORY UNIVERSITY

Planning, Design, Construction
Mr. Stuart Adler, AIA, LEED AP
Director of Design & Construction
(404) 727-4794
stuart.adler@emory.edu

Extent of Relationship
2013 – Present

Internal Audit
Ms. Stacy Wood
Senior Director: Healthcare Internal Audit
(404) 727-6034
stacy.wood@emory.edu

Fort Hill's initial work with Emory University began in early 2013 with an interim review of the Candler School of Theology Phase II Project. Follow-up projects were awarded to Fort Hill in 2014 and continue to present. Currently Fort Hill is performing audits on the Health and Science Research Building Phase II Project, Randall School of Public Health Phase III Project, School of Nursing Upfit, Cox Hall, and the Grad Student Housing Projects.

The audit team assigned to Emory has also worked on RFP/RFQ operations audits to better assist the Owner in comparing the bid responses from the various construction managers on the projects.

In addition, Fort Hill began work with the Emory Healthcare Internal Audit Department in 2019 on three major projects including the Winship at Midtown Cancer Center, Emory Musculoskeletal Institute at Executive Park, and the Emory Johns Creek Hospital Tower Project.

Projects

- Candler School of Theology Phase II
- EmTech/Library Service Center
- Oxford Science Building
- Oxford Dining Hall
- Campus Life Center
- Clifton Road Intersection
- Woodruff Memorial Renovation
- Health Science Research Building – II
- Randall School of Public Health – III
- Winship at Midtown Cancer Center
- Emory Musculoskeletal Institute
- Emory Johns Creek Hospital Tower
- Emory School of Nursing
- Emory University Cox Hall
- Emory University Grad Student Housing
- EHC Heart and Vascular (3T and 4T)
- EHC Smyrna Hospital Renovation

Cost

- \$20 MM
- \$15 MM
- \$22 MM
- \$8.5 MM
- \$60 MM
- \$7.8 MM
- \$4 MM
- \$200 MM
- \$90 MM
- \$297 MM
- \$92 MM
- \$129 MM
- \$10.5 MM
- \$10.5MM
- \$56 MM
- \$32MM
- \$37MM


FORT HILL PROJECT EXPERIENCE/REFERENCES

5

 <p>THE UNIVERSITY OF TEXAS SYSTEM FOURTEEN INSTITUTIONS. UNLIMITED POSSIBILITIES</p>	<p>Extent of Relationship</p> <p>2016 - 2021</p>
<p>Guy Hunsaker Project Manager – CIP Group (214) 648-0148 Guy.Hunsaker@UTSouthwestern.edu</p>	
<p>Projects</p> <p>Radiation Oncology Bldg. BioMed/Transplant South Campus Vivarium</p>	<p>Cost</p> <p>\$13.0 MM \$5.7 MM \$35.0 MM</p>

Fort Hill Associates has performed work for the University of Texas System on three projects at the University of Texas Southwestern Medical Center in Dallas, Texas. Fort Hill's initial work with UTSW began in 2017 and focused on auditing a \$13.0MM change order on work related to the Radiation Oncology Building Project. Fort Hill performed pre-construction, interim, and closeout reviews on the BioMed/Transplant projects in 2018-2019. Recently, Fort Hill completed its last review on UTSW's South Campus Vivarium Project. This review consisted of an initial review, an interim review, and then a separate review of each of the last 10 payment applications until project conclusion in Summer 2021.

6

 <p>VANDERBILT UNIVERSITY</p>	<p>Extent of Relationship</p> <p>2017 – Present</p>
<p>Ms. Julie M. Covington, R.A. Associate Director, Campus Planning & Construction Facilities (615) 210-8651 julie.m.covington@vanderbilt.edu</p>	
<p>Projects</p> <p>Engineering & Science Building E. Bronson Ingram Hall Residence Halls A, B, & C Peabody Renovation Kirkland Hall Owen Graduate School of Management</p>	<p>Cost</p> <p>\$103.5 MM \$83MM \$380 MM \$41 MM \$42MM \$44 MM</p>

Fort Hill's relationship with Vanderbilt University began in 2017 with the Engineering & Science Building project. A closeout audit of this project was completed along with reviews of the construction contract language and the construction management process. At this time Vanderbilt was in the midst of updating their standard construction management contract template ahead of the construction of three Residence Hall projects. Fort Hill worked with Vanderbilt's external counsel to revamp the contract.

Fort Hill began work on the three Residence Hall projects with a Pre-Construction Contract Review in 2018. Interim and closeout audits were to be conducted for all three projects. Residence Hall A has since been closed out, and work continues on Residence Halls B and C. Early on in these projects, Fort Hill was tasked with providing quarterly payment application reviews in addition to the initial scope.

Since 2017, Fort Hill has also completed reviews of the E. Bronson Ingram Hall and Peabody Renovation projects. Currently, in addition to Residence Halls B and C, Fort Hill is working on audits of the Kirkland Hall and the Owen Graduate School of Management renovation projects.

FORT HILL PROJECT EXPERIENCE/REFERENCES

7



Extent of Relationship
2014 – Present

Mr. John McEntire
Director of Project Management
(864) 656-1238
mcentij@clemson.edu

- Projects**
- Douthit Hills
 - Campus Core Development
 - Littlejohn Coliseum Renovation
 - Sirrine Hall Replacement
 - Doug Kingsmore Stadium
 - Soccer Operations Complex
 - Memorial Stadium Renovation
 - Women's Sports Program Expansion
- Cost**
- \$212 MM
 - \$81 MM
 - \$45 MM
 - \$60 MM
 - \$9 MM
 - \$8.4MM
 - \$54MM
 - \$37MM

Clemson University's entry into the Construction Manager-at-Risk (CMaR) Delivery Method brought Fort Hill into the overall University construction process as a partner in order to mitigate risk. Fort Hill's audit program (pre-construction contract review, interim review, construction closeout review) has been prevalent on the major projects constructed by the University under this delivery method. Each of these projects listed above have employed different Construction Managers. At Clemson's request, Fort Hill has also recently begun to work with the Office of the State Engineer in an attempt to modify existing CMaR contract language and put the Owner in a stronger contractual position.

8




Extent of Relationship
2015 -2022

Ms. Patricia Snopkowski
Chief Audit Executive
(541) 737-0505
patricia.snopkowski@oregonstate.edu

- Projects**
- Johnson Hall
 - Oper. Process Review of Capital Projects
 - Cordley Hall
 - Central Utility Plant
- Cost**
- \$30 MM
 - N/A
 - \$60.5 MM
 - \$13.0 MM

The Internal Audit function of Oregon State University brought in Fort Hill to conduct an ongoing audit program (interim audit and a closeout audit) of the University's \$30MM Johnson Hall project. In addition, Fort Hill was hired to conduct an in-depth assessment of the capital project process. Fort Hill also recently completed audit work on the \$73.5MM Cordley Hall and District Utility Plant Project.

FORT HILL PROJECT EXPERIENCE/REFERENCES

 VIRGINIA TECH	Extent of Relationship	
	2012 – Present	Mr. Bob Blackwell Contracts Officer (540) 231-4775 rcb05@vt.edu
Ms. Sharon Kurek, CPA, CFE, CCEP, MBA Executive Director of Audit, Risk, & Compliance (540) 231-7496 kurek@vt.edu		

Projects	Cost
Center for the Arts	\$93MM
Signature Engineering Building	\$95MM
Upper Quad Residence Hall	\$60MM
Rector Field House	\$13MM
O'Shaughnessy Hall Renovation	\$15MM
Student Wellness Center	\$57MM
Holden Hall	\$55MM
Corps Leadership and Military Science Building	\$37MM
Hitt Hall and New Dining	\$65.3MM
New Upper Quad Residence Hall	\$32.0MM
Innovation Campus Academic Building	\$223.5MM
Undergraduate Science Laboratory	\$69.5MM

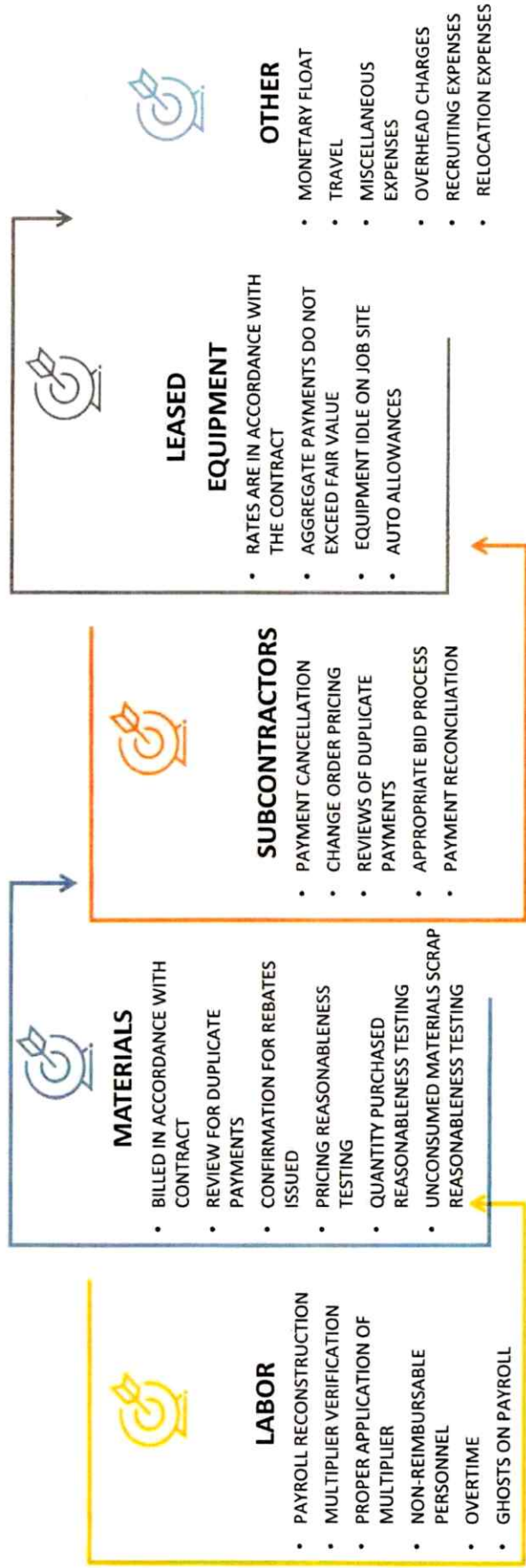
The projects evaluated by Fort Hill included the Signature Engineering Building (\$93MM) and the Center for the Arts (\$95MM). Virginia Tech engaged Fort Hill in the fall of 2012 to perform an Interim Construction Audit of all costs incurred through September 30, 2012, as well as to perform a review of the Architect Costs. Each project employed a different A&E firm. As a result of the interim reviews performed on the Signature Engineering Building and Center for the Arts, the University decided to engage Fort Hill on a pre-construction contract review of the Upper Quad Residence Project. The Contract language was reviewed prior to execution and periodic reviews are scheduled throughout the life of the project.

Virginia Tech had an interest in performing periodic reviews on large capital projects at the request of the Vice President of Support Services. Projects consistently were delivered above the estimated cost, and the Internal Audit Department and Facilities Department were eager to respond to both Board and other stakeholder requests for an evaluation. The University previously had no specific expertise in conducting construction compliance reviews for either Contractors/Construction Managers or Architects. The Owner was unfortunately limited by the use of state contract documents to establish the guidelines for billing methodologies for certain costs. Profit centers beyond the Contractor's/Construction Manager's fee were identified and suggested contract modifications were provided to the University. In addition to the initial validation, the Owner requested a review of all costs incurred on the projects by the Architect of Record. Fort Hill's engagement with Virginia Tech was coordinated with both the Internal Audit and the Facilities Departments. Fort Hill has been most recently engaged on the University's Hitt Hall and Dining, Corps Leadership and Military Science Building, and New Upper Quad Residence Hall projects.

AUDIT METHODOLOGY

AUDIT METHODOLOGY

This response and enclosed proposal of services is based on the information received in the City of Pryor Creek's request for proposal for construction contract audit services pursuant to its March 20, 2023 e-mail. Fort Hill is a construction contract audit consultancy and has significant experience in customizing its standard audit program to fit each Owner's specific contractual stipulations. Fort Hill strives for minimal disruption to the Contractor/Construction Manager along with limited or as much Owner involvement as the Owner desires. Fort Hill gives periodic audit updates to the Owner's project team and typically only involves the Owner during audit kickoff and audit closeout/settlement. However, Fort Hill can accommodate an Owner's request should the Owner desire a more in-house audit program in order to expand the Owner's current level of construction audit expertise. Fort Hill's standard audit process is shown below. Fort Hill has significant experience in auditing projects and will customize its standard audit process to fit the specific contractual stipulations governed by the City of Pryor Creek's contract with its various Contractors/Construction Managers. All scope of services requested by the City of Pryor Creek can be provided by Fort Hill. Fort Hill's typical audit scope is a complete validation of the reimbursable basis of all costs billed to the Owner. Fort Hill's audit program consists of auditing to the lowest source document for each of the five categories shown below.



AUDIT METHODOLOGY

Methodology and Best Practices: Proposed Approach

Labor – Fort Hill's audit program reviews all timesheets and payroll records to confirm both hours billed to the Owner's project and wages earned plus actual uplift for payroll burden/benefits. In many instances, cost recovery is obtained for the Owner as a result of conservative estimates used for burden in lieu of actual costs as well as burden components that are non-reimbursable pursuant to the Contract.

Materials – Fort Hill's audit program reviews invoices, purchase orders, material requisitions, etc. to ensure both the amount billed to the Owner is correct for material purchases but also that the quality of materials purchased is consistent with contractual documents. In various instances, cost recovery is obtained from rebates that are not passed back through to the Owner.

Subcontractors – Fort Hill's audit program performs a complete reconciliation of all fixed price Subcontractors. For Subcontractors whose contract with the Construction Manager is a reimbursable one, Fort Hill's performs the same level and scope of analysis that is performed on the Construction Manager. In many cases, cost recovery is obtained when Subcontractors responsible for rework or additional cleanup are not back charged appropriately.

Leased Equipment – Fort Hill reviews both the reasonableness of the rental rate and aggregate rental amount of all equipment leased back to the Owner's project. In many instances, cost recovery is obtained when aggregate rental amounts exceed contractually specified rates.

Other – Fort Hill validates the reimbursable basis of all charges billed back to the Owner. In many instances, the Construction Manager utilizes allocations for items such as general liability insurance, information technology, etc. Fort Hill reviews both the reasonableness along with the reimbursable basis of the various components comprising this rate. In many instances, cost recovery is obtained when corporate overhead is billed as a component of these rate buildups.

Change Order Review – Fort Hill also performs a comprehensive review of any change orders issued on a project. Fort Hill's review consists of:

- Bid Process: Fort Hill reviews the bid process for any change orders to ensure the appropriate process was followed.
- Markups: Fort Hill reviews all markups to ensure contractually stipulated markups were applied correctly.
- Cost: Fort Hill reviews all components comprising the change order to ensure the correct cost was applied.

AUDIT METHODOLOGY - SCHEDULE

Scheduling: As shown in the chart below, Fort Hill's standard audit process is an efficient one with four critical dates:

Fort Hill's Audit Steps for City of Pryor Creek				
Activity ID	Location	Activity Description	Responsible	Target Completion (Time)
1		Coordinate with Owner to send Audit Notification	FHA	
2		Schedule audit kick off meeting	FHA/Construction Manager	
3	Home Office	Review payment application/change order documentation provided to the Owner and determine which items will be needed from the Construction Manager	FHA	
4	Owner's Offices	Hold Auditor/Construction Manager audit kick off meeting to clearly communicate documentation requirements and establish timelines that information will be provided or available for copy	FHA/Construction Manager	Day 1
5	Construction Manager Offices	Documentation prepared or ready for copy	Construction Manager	
6	Home Office	Receive copies of Documentation	Construction Manager/FHA	Day 14
7	Home Office	Review documentation and match documentation to ledger and identify any missing documentation	FHA	
8		Communicate missing documentation to Construction Manager	FHA	
9	Home Office	Perform audit procedures on documentation provided	FHA	
10	Home Office	Develop field audit program and open items list for review with Construction Manager	FHA	
11	Construction Manager Offices	Field Audit with Construction Manager	FHA	Day 24
12	Home Office	Develop listing of open items to be cleared to review with Construction Manager	FHA	
13	Home Office	Provide documentation and information to clear open items outstanding from field audit	Construction Manager	
14	Home Office	Draft Report	FHA	
15	Owner's Office	Review report with Owner	FHA/Owner	Day 40
16		Communicate findings to Construction Manager	FHA/Owner	Day 42
17		Construction Manager response to findings	Construction Manager	Day 49
18	Owner's Office	Schedule audit resolutions and close out meetings as necessary	FHA/Owner/Construction Manager	Day 56

- **Kickoff Meeting/Call** – The kickoff meeting is held which reviews the projected audit timeline along with the initial documentation request. The Owner's involvement is preferred at this meeting/call.

- **Date of Documentation Receipt** – Typically, the Contractor/Construction Manager is given approximately two weeks to provide documentation requested during the kickoff meeting. This documentation allows Fort Hill to begin preliminary audit testing and formulate an audit field visit plan.

- **Field Visit** – Fort Hill's field visit to the Contractor/Construction Manager offices reviews any issues identified contained in the initial documentation request along with the review of items (i.e. payroll records, etc.) residing at the Contractor/Construction Manager's office.

- **Draft Report Review** – Fort Hill reviews a draft report with the Owner to go over any issues identified. Fort Hill prefers this draft review prior to the issuance of a final report in case of any extenuating circumstances (from an Owner's perspective) that would remedy/mitigate any issues with contractual compliance. Upon the Owner's request, these issues can then be removed/amended from the final report.

AUDIT METHODOLOGY

Fort Hill utilizes a reliable and demonstrated approach for the execution of all construction audit activities. Fort Hill believes in creating a collaborative environment with the Owner, A/E Firm, and Contractor / Construction Manager at project inception to set the tone for the entire project. For each audit we will review the objectives set forth by Internal Audit. We will draft and execute detailed work programs and procedures to perform the construction audit.

Final/Close-Out Audit

The Final/Close-Out Audit phase of Fort Hill Associates' (FHA) recommended Contract Audit Program manages all necessary steps to determine the project's total capital expenditure and conducts a process retrospective review for the Owner. The general purpose of a retrospective is to identify various actions and behaviors that lead to successful outcomes so Owner can replicate them on future projects



AUDIT PROCEDURE

AUDIT PROCEDURE

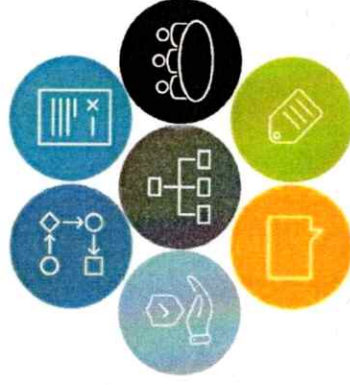
FHA represents your interests. Regarding our role in the process, we aim to be efficient, thorough, and fiduciary-minded. We also recognize that our role can influence City of Pryor Creek's contractor business relationships. Our approach is to minimize stressors by setting a collaborative tone from the start with all parties so that resolutions are achieved respectfully as issues arise. We can earnestly state that the audit process is not a stressful experience for our clients' contractors because we routinely facilitate solutions by bridging viewpoints and differing industry standards.

Audit services performed during the construction phase focus on cost validation. The Construction Manager (CM) should be supplying these payment applications as manifest billings representing only the costs incurred in the previous period and fully supported with the appropriate backup documentation, including invoices, subcontractor payment applications, timesheets et c

Our Approach: FHA analyzes and reconciles all costs, validating costs to the lowest source document at the CM and subcontractor levels. Those costs are reviewed in the following categories:

Labor: FHA's audit program reviews all timesheets and payroll records to confirm both hours billed to the Owner's project and wages earned plus the actual cost for payroll burden/benefits. In many instances, cost recovery will be obtained for the client due to conservative estimates used by the CM for burden instead of actual costs, as well as burden components that are non-reimbursable under the Contract. Regarding labor costs, FHA audits include the following:

- Payroll is reviewed by reconstructing it from the source documents, such as the on-site timekeeping system and Payroll records.
- During the payroll reconstruction, the following items are verified:
 - Individual rates, bill rates, and actual costs are verified as specified by the contract(s)
 - Straight time hours billed agree with the timesheet
 - Overtime hours agree with the timesheet
 - All payroll components are calculated correctly
 - Burden and benefit multipliers are applied per the contract terms
 - Actual costs are reconciled (i.e., a true-up) when estimated costs are utilized (i.e., multipliers)
 - Items not specified in the contract as reimbursable are not present in the billings (i.e., car allowances, per diem, and bonuses)
 - All individuals for which person-hours are billed are on the approved project roster (if required by the contract)
 - Amount billed for payroll is being passed to the employee (verified in the field audit)
 - Amount billed for overtime is passed to the employee (verified in the field audit)
 - Ghost(s) on the payroll (verified in the field audit)



AUDIT PROCEDURE

Subcontractors: FHA's audit program performs a complete reconciliation of all fixed-price subcontractors. FHA achieves the same level and scope of analysis performed on the CM for subcontractors whose subcontract with the CM is reimbursable. We often identify cost recovery opportunities when the subcontractor's rework or additional cleanup is not appropriately back charged. FHA audits consider the following for all subcontractor documentation:

1. Verify the bid process is by the contractual terms (receive an outline of the bid process in the field audit and then test to determine compliance)
2. Verify the City's approval was obtained, if required by the contract
3. Reconcile payments made to CM to payments the CM paid to the subcontractors (verified in the field audit)
4. Verify that amounts paid to CM do not exceed each subcontract's value
5. Determine if change orders are properly approved and executed
6. Ensure true "arm's length" transactions are occurring in cases where a subcontractor is a wholly or partially owned subsidiary of the CM
7. Identify duplicate payments.

Leased Equipment: FHA reviews the reasonableness of the rental rate and the aggregate rental amount of all equipment (CM-owned and third party) leased back to the City's project. It is industry standard for contracts to stipulate lease payments will cease when aggregate lease payments reach a specified value, such as 80% to 90% of the asset's fair value. In many instances, aggregate rental amounts are not checked against contractual obligation limits, resulting in cost recovery. For these items, the FHA audit fulfills the following:

1. Verify the City's approval if required by the contract
2. Verify lease process is following the contract
3. Verify that lease payments are in accordance with any caps imposed by the contract.
4. Verify that equipment is being utilized and not just sitting on the project site (verified in the field audit). This verification is difficult to obtain after the equipment has left the job site. The optimal time to audit this item is at the peak of activity.
5. Verify all other charges related to leased equipment are by the contract
6. Identify duplicate payments

Materials : FHA's audit program reviews invoices, purchase orders, material requisitions, etc., to ensure the amount billed to the City is correct for material purchases and the quality of materials purchased is consistent with contractual documents. Cost recovery is often found in instances where rebates obtained by the CM have not been passed back to the Owner. Typically, all charges not falling in the labor, subcontractors, and leased equipment categories will be billed under the materials and "other" categories. These charges range from miscellaneous supplies to CM out-of-pocket expenses for travel and materials utilized on the project.

AUDIT PROCEDURE

Others: FHA validates the reimbursable basis of all charges billed back to the City of Pryor Creek. In many instances, the CM utilizes allocations for items such as general liability insurance, information technology, etc. FHA reviews both reasonableness and the reimbursable cost basis of the various components comprising these rates at this point unless a rate was contractually agreed upon. In many cases, cost recovery is obtained when corporate overhead is billed as a component of these rate buildups.

FHA reviews up to 100% of charges categorized as "other" to determine compliance with contractual terms and for duplications. Other items reviewed include:

- Reconciliation and application of agreed contract rates to final project cost
- Early completion bonuses,
- Delayed payment claims,
- Impact claims, and
- Shared savings.

Change Order Review: FHA performs a comprehensive review of change orders issued on a project. FHA's examination consists of:

- Markups: guarantee contractually stipulated markups were applied correctly
- Cost: determine that all components comprising the change order reflect the correct cost
- Approvals: confirm Ownership had prior knowledge into all change orders, allowance and contingency expenditures

AUDIT PROCEDURE

Once all issue resolutions are determined, FHA collaborates with CM to determine the final contract value by tabulating final costs, reconciling remaining funds, and identifying savings, if applicable. This is an essential financial benefit for City of Pryor Creek. Determining the final contract value is the last step in determining if contingency and allowance funds will be released to the CM or back to the Owner. It is common practice for CMs to complete these calculations to determine the final Guaranteed Maximum Price value. Finally, FHA assists the Owner in determining the amount and timing of the retainage release.

Lessons Learned/Recommendations: As a best practice, the FHA Contract Audit Program concludes by providing City of Pryor Creek with a written retrospective analysis of the processes by which the project's financial aspects were managed. These recommendations offer actionable steps to improve operational efficiency, transparency and implement consistent quality standards.

Deliverables: The closeout process encompasses several reports and communication tools, including the following:

- Final/Close-Out Audit Report
- Issue Resolution Summary
- Final Contract Value Determination
- Final GMP Adjustments
- Lessons Learned/Recommendations

Timeline: FHA's audit process takes approximately 6 – 8 weeks for the close-out audit.

Level of Communication: Fort Hill's level of communication with the Owner is tailored to the Owner's request. In certain instances, an Owner may prefer no correspondence (or simply periodic updates) with the audit team. In other instances, an Owner may prefer to be copied on all correspondence between the audit team and Contractor/Construction Manager. The level of communication the Owner desires will be discussed prior to engagement.

FORT HILL FEE STRUCTURE

FORT HILL FEE STRUCTURE

Fort Hill is pleased to offer the following proposal to the City of Pryor Creek related to audit services in March 20, 2023 request for proposal:

- Not-To-Exceed Fee to the City of Pryor Creek
 - \$24,900.00
- Additional work (outside of scope specified) to be billed at Principal rate of \$185/hour and Staff Rate of \$160/hour
- Actual expenses, if required, (in accordance with the City of Pryor Creek policy) for copying, travel, etc. to be capped at:
 - \$2,500.00

Fee Proposal to City of Pryor Creek - CPA Services Review and Analysis	
	Closeout Review
Fort Hill Principal - Hours	100
Fort Hill Staff - Hours	40
Hourly Rate*	\$ 185.00
Staff Rate*	\$ 160.00
Fee to the City of Pryor Creek**	\$ 24,900.00
*Any additional work outside of scope to be billed at Principal Hourly rate of \$185/hr and Staff Rate of \$160/hr	
**Reimbursable expenses to be approved in advance and capped at \$2,500.00	



**REQUEST FOR PROPOSAL
CONSTRUCTION MANAGEMENT SERVICES REVIEW AND ANALYSIS
MAY 16, 2023**



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City Clerk for City of Pryor Creek
P.O. Box 1167
Pryor, OK 74362

To Whom It May Concern:

Fort Hill Associates, LLC is pleased to submit the accompanying Request for Proposal for Certified Public Accountant Services Review and Analysis for the City of Pryor Creek.

Fort Hill is a full-service construction audit consultancy, specializing in pre-construction contract reviews and construction phase audits. Our team has worked with Owner's Representatives, Facilities Departments, Internal Audit Departments and other organizations on the Owner's side to help monitor compliance with the terms and conditions of their construction agreement. It is this singular focus that sets Fort Hill apart from other audit firms.

Fort Hill has numerous experience with various projects under a similar scope for the City of Pryor Creek. Since 2015, Fort Hill has worked on approximately 150 projects for the following entities:

- Duke University
- University of Arkansas
- Texas A&M University System
- The University of Texas System
- Clemson University
- Baylor University
- Vanderbilt University
- Texas Christian University
- Emory University
- The City of Fort Lauderdale
- Amazon
- Rivian Automotive
- Hudson Advisors (REIT)
- IMG Beacon (Hotel Developer)
- Westplan Investors
- The Irvine Company
- Loudon County School District
- Tanger Factory Outlets
- Broward Health
- BayCare Health System
- Hospital Corporation of America (HCA)
- Children's Healthcare of Atlanta
- Community Health Centers (Fresno, CA)
- Rex/UNC Healthcare
- Northeast Georgia Health System
- Medical University of South Carolina
- PRISMA Health

Please contact me at 864.631.2376 (O) or 864.640.2518 (C) if you have any questions regarding our proposal. We look forward to hearing from you.

Regards,
Doug Plyler
Doug Plyler

GENERAL FIRM INFORMATION

The City of Pryor Creek System's desire to perform a financial review and analysis on its large municipal project represents a "best practices" approach to compliance. To ensure an efficient and productive audit conclusion, Fort Hill Associates, LLC has unique advantages to fulfill the City of Pryor Creek's request.

Unlike other firms that offer construction auditing services as simply a component of their overall audit practice, Fort Hill specializes in this one area. This specialization will allow Fort Hill to perform the various functions outlined in the proposal. Upon completion of the project and resolution of the audit, Fort Hill will utilize the audit findings to demonstrate how to prevent these issues from reoccurring. This action can be as simple as a "lessons learned" review with management to a formal educational seminar with staff. Fort Hill will allow the City of Pryor Creek to satisfy external fiduciary duties along with internal "checks and balances" that an expansion project commands.

Fort Hill Associates has ten employees – six of whom are NACA Certified Construction Auditors and are members of the National Association of Construction Auditors (NACA). As previously mentioned, Fort Hill has three Principals. These Principals have grown the company from its beginnings as a small construction audit consultancy working primarily in the Carolinas to a nationwide firm providing audit services. Fort Hill is also currently participating as a partner with clients including the City of Fort Lauderdale, The Irvine Company, Loudon County Public Schools (Virginia), Rivian Automotive, Texas A&M University System, Texas Tech University, Texas Christian University, Baylor University, the University of Arkansas, Duke University, Emory University, BayCare Health System, Children's Healthcare of Atlanta, and LifePoint Health. Having audited projects utilizing similar delivery methods for clients in various industry sectors, Fort Hill is well-versed with both the intention of these contracts as well as the industry standards and practices used in constructing these projects.

Fort Hill will effectively and efficiently manage any audit review to conclusion through the assignment of a Principal to lead the audit of the projects outlined by the City of Pryor Creek. The Engagement Manager assigned to the City of Pryor Creek, Mr. Doug Plyler, has previously worked on several projects over the last decade for clients in different industries including Texas A&M University System, University of Houston System, The Irvine Company, Broward Health, BayCare Health System, IMG Beacon (Hyatt Centric Hotel), and various multifamily developers. One of the first questions asked when a contract audit is discussed is the impact on the current organization. Utilizing Principals to staff this audit instead of support staff assists in minimizing any impact to your current organization. Our Principals know what to examine and where to get it – the first time. Thus, your organization will save time and face less disruption than might be expected from an audit performed by a staff-level individual at another audit firm based elsewhere.

	Fort Hill	Big Four	Other Firms
Defined Methodologies and tools	★	★	★
Experienced Team	★	★	★
Financial and management stability	★	★	★
Responsive client service	★	★	★
Focus on core Construction Audit offerings with Senior Level Resources	★	★	★
Independent from attestation and tax services	★	★	★
Better teaming with Internal auditors and Facilities Management Teams	★	★	★
Fort Hill's unique attributes will maximize the returns from the City of Pryor Creek System's construction contract audit experience. We look forward to continuing a valued relationship.			

GENERAL FIRM INFORMATION

1 **Founded 2006**

The Principals of Fort Hill Associates established the firm in 2006 to create a contract auditing practice leveraging their combined financial and accounting expertise and experiences. The Principals have been responsible for contract compliance within Fortune 500 companies and their leadership has grown the consultancy from a regional player in the Mid-Atlantic area into an established construction audit firm with projects throughout the United States, as well as internationally.

2

Extensive Experience

The majority of Fort Hill's clients have utilized Fort Hill for GMP/pre-construction, in-process, and/or close-out reviews for projects administered under Design-Build, CM at Risk, and guaranteed maximum price (GMP) contracts. Fort Hill has fulfilled the contract audit role for many internal audit, facilities, and finance departments in higher education, healthcare, and other industries.

3

Senior Resources

Fort Hill also has extensive experience for other public sector clients. As a result, Fort Hill has audited numerous projects of, and maintains an ongoing working relationship with many healthcare systems.

Every audit performed by Fort Hill is led by one of the firm's three Principals who serves as the Engagement Manager. The other Principals assist as needed as Audit Managers. All three Principals were founders of the firm in 2006 and have obtained the NACA Certified Construction Auditor (CCA) designation. The Principals have given CPE presentations for the Association of College and University Auditors (ACUA), Associate of Healthcare Internal Auditors (AHIA). Additionally, they have written articles for use by the HFMA, the American Bar Association and the National Association for Educational Procurement (NAEP).

Legal Name: Fort Hill Associates, LLC

Type of Entity: Partnership

Type of Business: Construction Audit Consultancy

State of Formation: South Carolina

Year of Formation: 2006

Website: www.forthillassociates.com

Business Organization: Limited Liability Corporation

Total Employees: 10 (May 2023)

- 3 Principals (All are NACA Certified Construction Auditors; One is a CFA charter holder)
- 1 Director - Audit and Consulting (NACA Certified Construction Auditor, LEED Green Associate, Project Management Professional)
- 1 Senior Construction Auditor (Licensed Professional Engineer)
- 4 Construction Contract Auditors (Two are NACA Certified Construction Auditors; two are Certified Professional Accountants (CPA))
- 1 Legal Counsel (Member, ABA Forum on Construction Law - Division 12, Owners & Project Finance)



GENERAL FIRM INFORMATION

Specialization

Specialty

Fort Hill Associates, LLC is a full-service construction audit consultancy, specializing in pre-construction contract reviews and construction contract audits. Fort Hill assists owners of construction projects by ensuring contract compliance through the validation of 100% of the transaction costs passed from their Contractors/Construction Managers on their construction projects. Fort Hill's pre-construction contract reviews identify and mitigate issues before they arise. The audits and reviews not only potentially return and save money on an Owner's current project, but also create a knowledge base within the Owner's organization of the issues that can arise on future projects.

Fort Hill Associates' Corporate Office:

37 Villa Road, Suite 106
Greenville, South Carolina 29615

No Conflict of Interest

There is no conflict of interest between Fort Hill and the City of Pryor Creek. There is no relationship between any Fort Hill employee and the City of Pryor Creek, Oklahoma, CMS Willowbrook, and Graber and Associates.

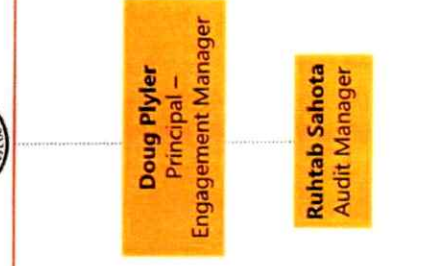
Project Team

PROJECT TEAM ASSIGNED TO CITY OF PRYOR CREEK

Project Leadership: Fort Hill plans to staff this audit utilizing Doug Plyler as the Engagement Manager (and single point of contact for the team) to the City of Pryor Creek. Mr. Plyler is a NACA Certified Construction Auditor (CCA) and has previously worked as Fort Hill's Engagement Manager on numerous other similar projects in various industry sectors including the following clients: Hudson Advisors (Multi-family REIT based in Dallas, TX), the Irvine Company (Development group located Irvine, CA), Westplan Investors (Development group based in Atlanta, GA), Texas A&M University System, Texas Christian University, University of Houston System, Emory University, Clemson University, Oregon State University, BayCare Health System, Broward Health, Hospital Corporation of America (HCA), and IMG Beacon (Hotel Developer).

Organizational chart illustrating reporting lines and names and titles

See Org Chart 1



Resumes for each individual on Fort Hill's Project Team assigned to City of Pryor.

Fort Hill plans to staff this audit utilizing one of its Principals (Mr. Doug Plyler) as the Engagement Manager to the City of Pryor Creek. In addition to Mr. Plyler Fort Hill will also utilize Mr. Ruhtab Sahota in a leadership role as Audit Manager to the City of Pryor Creek. Mr. Sahota, is Fort Hill's Director - Audit and Consulting. Mr. Sahota is a member of the National Association of Construction Auditors and is also a NACA Certified Construction Auditor as well as a LEED Green Associate and Project Management Professional (PMP). Mr. Sahota oversees the firm's data analytics effort and has served as audit lead for several other clients.

Fort Hill's audit staff assigned to Pryor Creek is well versed within this specific role and is responsible for their role on most of Fort Hill's projects. These reviews covered various types of projects including:

- Higher Education
- Healthcare
- Publicly Funded Projects
- Sport Venues
- Commercial Projects
- Distribution Centers
- Hotel Projects
- Misc. Infrastructure Projects
- Multifamily Projects
- Civic Projects



Doug Plyler, CCA

Principal

Direct: 864.631.2376

Email: dplyler@forthillassociates.com

Service Line

- Construction Audits
- Project Reviews

Areas of Expertise

- Preconstruction Audits
- Labor Burden Analysis
- Subcontract Management
- Leased Equipment

Industry Expertise

- Higher Education
- Healthcare

Education

- M.B.A., Vanderbilt University, 1996
- B.S. Clemson University 1994

Professional Memberships & Certifications

- National Association of Construction Auditors
- Certified Construction Auditor
- The Institute of Internal Auditors

Professional Experience

Mr. Plyler is a founding Principal of Fort Hill and has been paramount in developing Fort Hill's growth from a regional construction contract audit consultancy into one with a national scope. Mr. Plyler developed a customizable audit process that is tailored to each individual client's specific needs. Mr. Plyler is a member of the Institute of Internal Auditors and is a Certified Construction Auditor (CCA).

Mr. Plyler has served as both the Engagement Manager and Audit Manager for several public and private sector clients including: University of Houston System, Emory University, Duke University Health System, University of Texas System, Texas Christian University, Oregon State University, and Texas A&M University System.

Prior to forming Fort Hill, Mr. Plyler split time between the Asset Management function and Acquisition arm of The Milestone Group, a national real estate firm that was established to invest in a diversified portfolio of U.S. based real estate and real estate related opportunities.

Major Projects

University of Houston System (Houston, Texas; 2013 - Present)

- UH Quadrangle Replacement – Pre-Construction and Construction Phase Audits; \$101MM
- UH Clearlake STEM Project - Pre-Construction and Construction Phase Audits; \$53MM
- UH College of Medicine - Pre-Construction and Construction Phase Audits; \$80MM
- UH Downtown Student Wellness Ctr.- Pre-Construction and Construction Phase Audits; \$28MM
- UH Victoria Student Center - Pre-Construction and Construction Phase Audits; \$29.5MM
- UH Clearlake Rec and Wellness Center - Pre-Construction and Construction Phase Audits; \$39MM
- Various Other Projects - Pre-Construction and Construction Phase Audits; \$150MM (Estimate)

Texas A&M University System (College Station, Texas; 2018 - Present)

- RELIS Campus Infrastructure – Construction Phase Audits - \$46MM
- TTI Headquarters – Construction Phase Audits - \$50MM
- Medical Research Education Building - Construction Phase Audits - \$74.3MM
- Polo Garage - Construction Phase Audits - \$60.5 MM
- Instructional Library - Construction Phase Audits - \$73MM
- Various Other Projects - Construction Phase Audits; \$600MM (Estimate)



Ruhtab Sahota, PMP, CCA

Director

Direct: 724.313.6741

Email: rsahota@forthillassociates.com

Service Line

- Construction Audits
- Project Advisory

Areas of Expertise

- Project Management
- Preconstruction Audits
- Labor Burden Analysis
- Subcontract Management
- Leased Equipment

Industry Expertise

- Higher Education
- Healthcare

Education

- M.B.A. Wayne State University
- M.S. Wayne State University
- B.S. in Civil Engineering

Professional Memberships & Certifications

- The Institute of Internal Auditors
- National Association of Construction Auditors
- Certified Construction Auditor

Professional Experience

Ruhtab is an Associate Director and has over 14 years of mission critical project's experience. Since joining Fort Hill, Ruhtab has worked in Construction Audit Reviews and provides clients with auditing services in the following areas: program management, capital project oversight, contract reviews, portfolio reviews for processes and internal controls. Ruhtab has experience in project risk advisory, project budgeting, forecasting and environmental health & safety.


Major Projects

- **Project Audits:** Developed and implemented Capital Projects Audit and Process for Tech Corporation to ensure high-level risks are monitored and mitigated, followed by a risk assessment of the common risk areas in a construction project.
- **Critical Infrastructure:** Managed and supported Project Controls setup and implementation for various mission critical projects in multiple industries. Developed set of controls, project plans, stage gates to securely build and innovate faster buildout. Reviewed utilities, production, supplier management and equipment procurement to minimize downtime, improve operating efficiencies and facilitate seamless project execution while actively mitigating risks.
- **Data Center:** Successfully managed project planning and construction execution of a Tier 4 data center that included dual power distribution from the utility to IT racks. The electrical infrastructure for 1500kW IT capacity was relayed by four underground duct bank feeders and was supplemented by 500kVA UPS with VRLA Batteries controlled by switchgears and auto transfer switches.
- **Real Estate Advisory:** Conducted Capital Project Performance review and Cost Consulting for Real Estate developers to monitor Engineering, Procurement & Construction Management (EPCM) providers. Reviewed and assessed the design and operating effectiveness of the development processes; including contract administration, project controls, procurement, accounts payable, project management, and transactions between the Project Developer and the EPCM provider.
- **Construction Procurement and Management:** Conducted risk assessments that focused on enhancing the delivery of construction projects within stipulated time and budget. Aligned process improvements with goals of the client to provide desired project framework and captured cost savings on all projects.



Project Experience & References

FORT HILL PROJECT EXPERIENCE/REFERENCES



UNIVERSITY OF HOUSTON

Extent of Relationship

2013 – Present

Mr. Ed Mader, P.E.
Senior Project Manager
Facilities/Construction
4211 Elgin St.
General Services Bldg., Rm. 231
Houston, TX 77204-1004
(713) 743-6288
esmader2@central.uh.edu

Mr. James G. Norcom III, FMP, CJP
Principal Project Manager
Facilities/Construction
4211 Elgin St
General Services Bldg., Room 231
Houston, TX 77204-1004
(713) 743-5804
jgnorcom@central.uh.edu


Fort Hill's initial audit for the City of Pryor Creek System involved a dining hall project (Cougar Woods) with a total construction cost of \$8 MM. This project was undertaken in early 2013 with a primary focus to document costs billed to the Owner under change orders. These change orders were audited for compliance with both State of Texas and specific Contract requirements. A complete compliance verification of the State of Texas OGC Supplemental and General Conditions, and OGC-S CMAR Agreement was conducted.

The Facilities Planning and Construction department at the City of Pryor Creek System routinely audits various construction projects. Upon a successful resolution to the Cougar Woods audit, the City of Pryor Creek has continually engaged Fort Hill on audits to close out other projects. In many instances, Fort Hill will conduct an initial, pre-construction contract review, an interim review, and a closeout review.


Projects	Cost
Cougar Village Dining Hall	\$8 MM
Energy Research Park #1 and #5	\$14MM
Jaguar Suites Residence Hall	\$10 MM
UH-Girard Street Parking Garage	\$14 MM
UH Natatorium	\$6 MM
Regional Center for Economic Development	\$20 MM
Victoria Student Center	\$29.5 MM
Victoria Sophomore Student Housing	\$17.5 MM
UH – Student Center Learning Commons	\$20 MM
UH – CL Pearlend Health Science Building	\$22 MM
UH – CL STEM Project	\$53 MM
UH – CL Recreation & Wellness Center	\$38 MM
UH Quadrangle Replacement	\$101 MM
UH Victoria Town Plaza	\$7.3 MM
UH Downtown Student Wellness Center	\$28 MM
UH College of Medicine	\$80 MM

All the projects audited by Fort Hill for have been in contracts executed under a GMP arrangement except for the UH Natatorium project which was executed under a fixed price agreement.

FORT HILL PROJECT EXPERIENCE/REFERENCES



2



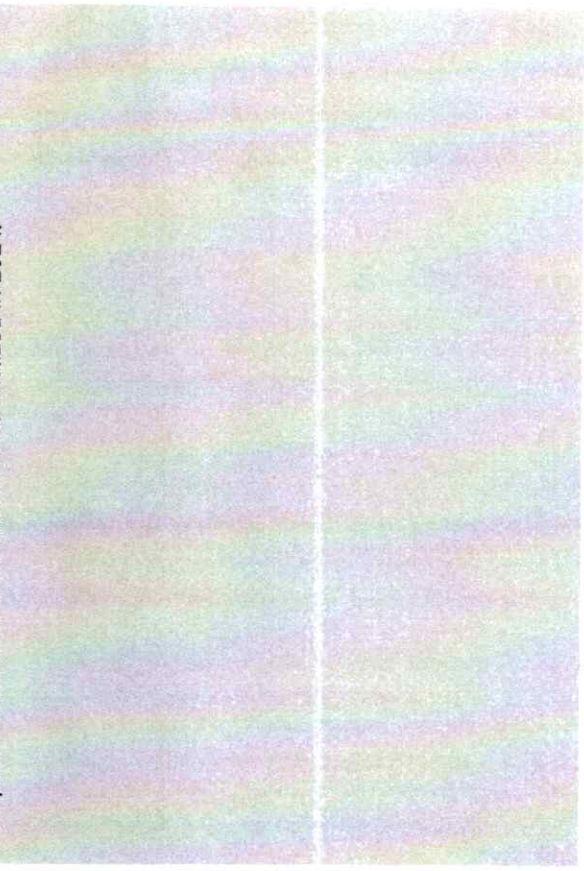
TEXAS A&M
UNIVERSITY

Extent of Relationship
2018 – Present

James Davidson
Area Manager Controls
Office of Facilities Planning and Construction
1586 TAMU
College Station, TX 77840
(979) 458-7004
jm-davidson@tamus.edu


Fort Hill has performed multiple closeout audits for the Texas A&M University System since 2018. These audits have been on both the main campus of Texas A&M as well as other campuses within the Texas A&M University System. The projects audited by Fort Hill have been constructed under Construction Manager at Risk and Design-Build contracts. Some of these projects have included an audit of Subcontractors operating under a reimbursable Subcontract (i.e. GMP) with the Construction Manager/Design-Builder.

Fort Hill has recently begun work on initial reviews on two additional projects; the Bright Building Area Redevelopment and Business Education Complex. These audits are slated to be finalized in 2024.



Projects	Cost
RELLIS Campus Infrastructure	\$46.1MM
Science and Technology Bldg – San Antonio	\$50.0MM
Medical Research Education Building	\$74.3MM
Music Activities Center	\$52.7MM
Additional Instructional & Support Space	\$61.6MM
21st Century Classroom	\$61.3MM
Polo Garage	\$60.5MM
Engineering & Health Building Renovation	\$70.4MM
RELLIS Academic Building	\$22.8MM
Peterson Building	\$20.1MM
TTI Headquarters	\$57.5MM
Aquatics Center	\$8.9MM
Amarillo Center	\$5.1MM
Water Wastewater Project	\$8.4MM
Joint Library Facility - Module 3	\$6.2MM
Instructional Laboratory	\$73.0MM
RELLIS Campus Infrastructure Phase 3	\$12.2MM
Ballistics Aero-Optics and Materials Facility	\$37.3MM
Business Education Complex	\$65.1MM
Bright Building Area Redevelopment	\$139.5MM

FORT HILL PROJECT EXPERIENCE/REFERENCES



Duke
UNIVERSITY

2008 – Present

Extent of Relationship

Duke University Health System
Ms. Beth Emerson, PE
Assistant Director – Project Controls
(919) 668-3710
beth.emerson@duke.edu

Duke University
Mr. Michael Dausch
Director – Office of Project Mgt.
(919) 660-4221
michael.dausch@duke.edu


Fort Hill began working for the Duke University Health System (DUHS) in 2010 on a joint project (Duke Medicine Pavilion Utility Tunnel) between the University's Facilities Management Department (FMD) and the Health System's Project Controls group. Fort Hill's next engagement at DUHS consisted of the \$212MM Medicine Pavilion and Cancer Center. This project had three (3) main GMPs (Cancer Center – \$113MM, Duke Medicine Pavilion – \$90MM, and the North Concourse – \$16MM) and included reimbursable MEP Subcontractors including M.C. Dean, E.A.S., and Starr Electric. Prior to the joint project, Fort Hill has provided ongoing audit services to Duke University's FMD since 2008. Duke's substantial endowment ensures construction continues nearly unabated year in and year out. As a result, Duke maintains a 'stable' of Construction Managers who perform most of their construction exceeding \$15MM.

Recent Projects	Cost
East Campus Dormitory Project (2012 – Current)	\$15MM
Craven + Crowell Quad Renovation	\$15MM
Wallace Wade Stadium Renovations	\$96MM
New Eye Clinical Center Building	\$44.3MM
Thomas Center Renovation	\$62MM
Science Drive/Cameron Parking Garage	\$53MM
Health & Wellness Center	\$27.7MM
Duke Cancer Center	\$113MM
Duke Medical Pavilion	\$90MM
North Concourse	\$16MM
West Campus Steam Plant	\$34MM
Perkins Library	\$23MM
Holly Springs Hospital	\$30MM
Wake Forest Heritage	\$14.1MM
School of Nursing	\$13MM

The construction work is shared among these entities, and Fort Hill periodically (approximately every two years) reviews each Construction Manager prior to beginning work on a new project to review and reach agreement on the billing methodologies for labor, leased equipment, insurance, information technology, and other items as necessary. This upfront audit, the Pre-Construction Contract Review, has been successful at identifying and mitigating issues, which routinely surface in a traditional closeout audit. Fort Hill does audit the Construction Manager for compliance with these billing methodologies at the conclusion of the project. In addition, standard audit testing is conducted at closeout to ensure the source documentation (pay records, time records, and invoices) substantiates the costs billed.

Fort Hill's work with the Duke University Health System has been significant in the last several years. Currently, FHA has been most recently engaged at DUHS on a construction audit related to the Green Level project.

FORT HILL PROJECT EXPERIENCE/REFERENCES



EMORY
UNIVERSITY

Extent of Relationship

2013 – Present

Planning, Design, Construction
Mr. Stuart Adler, AIA, LEED AP
Director of Design & Construction
(404) 727-4794
stuart.adler@emory.edu

Internal Audit
Ms. Stacy Wood
Senior Director: Healthcare Internal Audit
(404) 727-6034
stacy.wood@emory.edu


Fort Hill's initial work with Emory University began in early 2013 with an interim review of the Candler School of Theology Phase II Project. Follow-up projects were awarded to Fort Hill in 2014 and continue to present. Currently Fort Hill is performing audits on the Health and Science Research Building Phase II Project, Randall School of Public Health Phase III Project, School of Nursing Upfit, Cox Hall, and the Grad Student Housing Projects.

The audit team assigned to Emory has also worked on RFP/RFQ operations audits to better assist the Owner in comparing the bid responses from the various construction managers on the projects.

In addition, Fort Hill began work with the Emory Healthcare Internal Audit Department in 2019 on three major projects including the Winship at Midtown Cancer Center, Emory Musculoskeletal Institute at Executive Park, and the Emory Johns Creek Hospital Tower Project.


Projects	Cost
Candler School of Theology Phase II	\$20 MM
EmTech/Library Service Center	\$15 MM
Oxford Science Building	\$22 MM
Oxford Dining Hall	\$8.5 MM
Campus Life Center	\$60 MM
Clifton Road Intersection	\$7.8 MM
Woodruff Memorial Renovation	\$4 MM
Health Science Research Building – II	\$200 MM
Randall School of Public Health – III	\$90 MM
Winship at Midtown Cancer Center	\$297 MM
Emory Musculoskeletal Institute	\$92 MM
Emory Johns Creek Hospital Tower	\$129 MM
Emory School of Nursing	\$10.5 MM
Emory University Cox Hall	\$10.5MM
Emory University Grad Student Housing	\$56 MM
EHC Heart and Vascular (3T and 4T)	\$32MM
EHC Smyrna Hospital Renovation	\$37MM

FORT HILL PROJECT EXPERIENCE/REFERENCES



5

THE UNIVERSITY OF TEXAS SYSTEM
ADVANCE INSTITUTIONS. UNLIMITED POSSIBILITIES.



Extent of Relationship

2016 - 2021

Guy Hunsaker
Project Manager – CIP Group
(214) 648-0148
Guy.Hunsaker@UTSouthwestern.edu

Projects
Radiation Oncology Bldg.
BioMed/Transplant
South Campus Vivarium

Cost
\$13.0 MM
\$5.7 MM
\$35.0 MM



6

VANDERBILT UNIVERSITY

Extent of Relationship

2017 – Present

Ms. Julie M. Covington, R.A.
Associate Director, Campus Planning & Construction Facilities
(615) 210-8651
julie.m.covington@vanderbilt.edu

Projects
Engineering & Science Building
E. Bronson Ingram Hall
Residence Halls A, B, & C
Peabody Renovation
Kirkland Hall
Owen Graduate School of Management

Cost
\$103.5 MM
\$83MM
\$380 MM
\$41 MM
\$42MM
\$44 MM

Fort Hill Associates has performed work for the University of Texas System on three projects at the University of Texas Southwestern Medical Center in Dallas, Texas. Fort Hill's initial work with UTSW began in 2017 and focused on auditing a \$13.0MM change order on work related to the Radiation Oncology Building Project. Fort Hill performed pre-construction, interim, and closeout reviews on the BioMed/Transplant projects in 2018-2019. Recently, Fort Hill completed its last review on UTSW's South Campus Vivarium Project. This review consisted of an initial review, an interim review, and then a separate review of each of the last 10 payment applications until project conclusion in Summer 2021.

Fort Hill's relationship with Vanderbilt University began in 2017 with the Engineering & Science Building project. A closeout audit of this project was completed along with reviews of the construction contract language and the construction management process. At this time Vanderbilt was in the midst of updating their standard construction management contract template ahead of the construction of three Residence Hall projects. Fort Hill worked with Vanderbilt's external counsel to revamp the contract.

Fort Hill began work on the three Residence Hall projects with a Pre-Construction Contract Review in 2018. Interim and closeout audits were to be conducted for all three projects. Residence Hall A has since been closed out, and work continues on Residence Halls B and C. Early on in these projects, Fort Hill was tasked with providing quarterly payment application reviews in addition to the initial scope.

Since 2017, Fort Hill has also completed reviews of the E. Bronson Ingram Hall and Peabody Renovation projects. Currently, in addition to Residence Halls B and C, Fort Hill is working on audits of the Kirkland Hall and the Owen Graduate School of Management renovation projects.

FORT HILL PROJECT EXPERIENCE/REFERENCES



CLEMSON
UNIVERSITY


Extent of Relationship

2014 – Present

Mr. John McEntire
Director of Project Management
(864) 656-1238
mcentij@clemson.edu

Clemson University's entry into the Construction Manager-at-Risk (CMaR) Delivery Method brought Fort Hill into the overall University construction process as a partner in order to mitigate risk. Fort Hill's audit program (pre-construction contract review, interim review, construction closeout review) has been prevalent on the major projects constructed by the University under this delivery method. Each of these projects listed above have employed different Construction Managers. At Clemson's request, Fort Hill has also recently begun to work with the Office of the State Engineer in an attempt to modify existing CMaR contract language and put the Owner in a stronger contractual position.

- Projects**
- Douthit Hills
 - Campus Core Development
 - Littlejohn Coliseum Renovation
 - Sirrine Hall Replacement
 - Doug Kingsmore Stadium
 - Soccer Operations Complex
 - Memorial Stadium Renovation
 - Women's Sports Program Expansion
- Cost**
- \$212 MM
 - \$81 MM
 - \$45 MM
 - \$60 MM
 - \$9 MM
 - \$8.4MM
 - \$54MM
 - \$37MM



Oregon State
UNIVERSITY

Extent of Relationship


2015 -2022

Ms. Patricia Snopkowski
Chief Audit Executive
(541) 737-0505
patricia.snopkowski@oregonstate.edu

The Internal Audit function of Oregon State University brought in Fort Hill to conduct an ongoing audit program (interim audit and a closeout audit) of the University's \$30MM Johnson Hall project. In addition, Fort Hill was hired to conduct an in-depth assessment of the capital project process. Fort Hill also recently completed audit work on the \$73.5MM Cordley Hall and District Utility Plant Project.

- Projects**
- Johnson Hall
 - Oper. Process Review of Capital Projects
 - Cordley Hall
 - Central Utility Plant
- Cost**
- \$30 MM
 - N/A
 - \$60.5 MM
 - \$13.0 MM

FORT HILL PROJECT EXPERIENCE/REFERENCES

Extent of Relationship	
 VIRGINIA TECH	2012 – Present
Ms. Sharon Kurek, CPA, CFE, CCEP, MBA Executive Director of Audit, Risk, & Compliance (540) 231-7496 kurek@vt.edu	Mr. Bob Blackwell Contracts Officer (540) 231-4775 rcb05@vt.edu

Projects

Projects	Cost
Center for the Arts	\$93MM
Signature Engineering Building	\$95MM
Upper Quad Residence Hall	\$60MM
Rector Field House	\$13MM
O'Shaughnessy Hall Renovation	\$15MM
Student Wellness Center	\$57MM
Holden Hall	\$55MM
Corps Leadership and Military Science Building	\$37MM
Hitt Hall and New Dining	\$65.3MM
New Upper Quad Residence Hall	\$32.0MM
Innovation Campus Academic Building	\$223.5MM
Undergraduate Science Laboratory	\$69.5MM

The projects evaluated by Fort Hill included the Signature Engineering Building (\$93MM) and the Center for the Arts (\$95MM). Virginia Tech engaged Fort Hill in the fall of 2012 to perform an Interim Construction Audit of all costs incurred through September 30, 2012, as well as to perform a review of the Architect Costs. Each project employed a different A&E firm. As a result of the interim reviews performed on the Signature Engineering Building and Center for the Arts, the University decided to engage Fort Hill on a pre-construction contract review of the Upper Quad Residence Project. The Contract language was reviewed prior to execution and periodic reviews are scheduled throughout the life of the project.

Virginia Tech had an interest in performing periodic reviews on large capital projects at the request of the Vice President of Support Services. Projects consistently were delivered above the estimated cost, and the Internal Audit Department and Facilities Department were eager to respond to both Board and other stakeholder requests for an evaluation. The University previously had no specific expertise in conducting construction compliance reviews for either Contractors/Construction Managers or Architects. The Owner was unfortunately limited by the use of state contract documents to establish the guidelines for billing methodologies for certain costs. Profit centers beyond the Contractor's/Construction Manager's fee were identified and suggested contract modifications were provided to the University. In addition to the initial validation, the Owner requested a review of all costs incurred on the projects by the Architect of Record. Fort Hill's engagement with Virginia Tech was coordinated with both the Internal Audit and the Facilities Departments. Fort Hill has been most recently engaged on the University's Hitt Hall and Dining, Corps Leadership and Military Science Building, and New Upper Quad Residence Hall projects.

AUDIT METHODOLOGY

AUDIT METHODOLOGY – CONSTRUCTION MANAGER’S PERFORMANCE (ARTICLE 2)

Review of Construction Manager Requirements – Fort Hill’s audit will review the following areas to validate obligations specified under Article 2 were met:

- *Preliminary Evaluation (Art 2.1.1)* – Fort Hill’s audit program will review the Construction Manager’s preliminary evaluation of the project. This includes its review of the Owner’s schedule and budget requirements.
- *Consultation (Art 2.1.2)* – Fort Hill’s audit program will review the Meeting Minutes from each OAC meeting in accordance with Article 2.1.2.
- *Project Schedules (Art 2.1.3)* Fort Hill will also review the updated and specified Project Schedule after project requirements in Article 3.1.1 were identified.
- *Phased Construction (Art 2.14)* Fort Hill will also review recommendations to ensure these were provided regarding fast-track scheduling, procurement, or phased construction.
- *Preliminary Cost Estimates (Art 2.1.5)* Fort Hill will review to ensure cost estimates were provided after preliminary design and subsequent design updates.

AUDIT METHODOLOGY – CONSTRUCTION MANAGER’S PERFORMANCE (ARTICLE 2)

Review of Construction Manager Requirements – Fort Hill’s audit will review the following areas to validate obligations specified under Article 2 were met:

- *Subcontractors and Suppliers (Art 2.1.6, Art 2.1.7)* Fort Hill will review the bids procured along with the procurement schedule implemented by the Construction Manager.
- *Extent of Responsibility (Art 2.1.8)* Fort Hill will review compliance with the Construction Manager’s obligation of reporting any nonconformity.
- *Guaranteed Maximum Price Proposal (Art 2.2)* Fort Hill will review the GMP Proposal to confirm the various items specified in Article 2.2.3 were included along with compliance with Article 2.2.4 (Contingency), 2.2.6 (Execution of GMP Amendment), 2.2.7 (costs billed prior to Construction Phase) and a review of any inconsistencies noted by the Construction Manager as specified in Article 2.2.9
- *Administration (Art 2.3.2)* – Fort Hill’s audit program will validate compliance within Subcontractor bidding requirements, self-performed work, and scheduling (complete with minutes to be distributed to the Owner and Architect). Additionally, the audit scope will validate the following:
 - Construction Schedule and Submittal Schedule (Article 2.3.2.6)
 - Monthly written reports (Articles 2.3.2.7/2.3.2.8)

AUDIT METHODOLOGY – OWNER’S PERFORMANCE (ARTICLE 3)

Review of Owner Requirements – Fort Hill’s audit will review the following areas to validate obligations specified under Article 3 were met:

- **Information and Services Required by the Owner (Art 3.1.1 – 3.1.3)** – Fort Hill’s audit program will review the following Owner requirements:
 - Written Program (Article 3.1.1)
 - Evidence validating Financial Arrangements to fulfill Contract (Article 3.1.2)
 - Periodic updates of the Owner’s budget for project (Article 3.1.3)
- **Structural and Environmental Tests, Surveys, and Reports (Art 3.1.4)** – Fort Hill’s audit program will validate the existence of the following:
 - Tests, Inspections, etc. required under Article 3.1.4.1
 - Surveys (Article 3.1.4.2)
 - Procurement of Engineering Reports (Article 3.1.4.3).
- **Designated Representative (Art 3.2)** Fort Hill will validate the existence of a designated representative as stipulated in Article 3.2
- **Architect (Art 3.3)** Fort Hill will review to verify receipt of the executed A/E Contract by the Construction Manager.

AUDIT METHODOLOGY

Fort Hill utilizes a reliable and demonstrated approach for the execution of all construction audit activities. Fort Hill believes in creating a collaborative environment with the Owner, A/E Firm, and Contractor / Construction Manager at project inception to set the tone for the entire project. For each audit we will review the objectives set forth by Internal Audit. We will draft and execute detailed work programs and procedures to perform the construction audit.

Final/Close-Out Audit

The Final/Close-Out Audit phase of Fort Hill Associates' (FHA) recommended Contract Audit Program manages all necessary steps to validate both the Construction Manager's responsibilities under *Article 2* and the Owner's responsibilities under *Article 3*.



FORT HILL FEE STRUCTURE

FORT HILL FEE STRUCTURE

Fort Hill is pleased to offer the following proposal to the City of Pryor Creek related to audit services in March 20, 2023 request for proposal:

- Not-To-Exceed Fee to the City of Pryor Creek
 - \$10,600.00
- Additional work (outside of scope specified) to be billed at Principal rate of \$185/hour and Staff Rate of \$160/hour
- Actual expenses, if required, (in accordance with the City of Pryor Creek policy) for copying, travel, etc. to be capped at:
 - \$2,500.00

Fee Proposal to City of Pryor Creek - Construction Management Services Review and Analysis	
	<i>Closeout Review</i>
Fort Hill Principal - Hours	40
Fort Hill Staff - Hours	20
Hourly Rate*	\$ 185.00
Staff Rate*	\$ 160.00
Fee to the City of Pryor Creek**	\$ 10,600.00
*Any additional work outside of scope to be billed at Principal Hourly rate of \$185/hr and Staff Rate of \$160/hr	
**Reimbursable expenses to be approved in advance and capped at \$2,500.00	

**RITCHIE
ROCK &
ATWOOD**
ATTORNEYS AT LAW

WWW.RRMALAW.COM

June 2, 2023

Mayes County Abstract Company
30 N. Adair St.
Pryor, OK 74361

Re: Releases relative to Longmire and True Tracts
on failed Bloom/EFE Access Group, LLC purchase.

Dear Sirs,

As you are aware the City of Pryor Creek, acting through its intermediary, entered into the following contracts for purchase of the above properties:

Longmire Tract: Purchase and Sale Agreement dated 3/29/22

True Tract: Purchase and Sale Agreement dated 3/24/22

The City, acting through its intermediary, assigned all rights, obligations and duties which it had on the above contracts to EFE Access Group, LLC effective July 21, 2022. Pursuant to the assignment EFE contracted with the City to reimburse the City for the earnest money deposits the City had made on the original contracts as follows:

Longmire Tract: \$40,000.00

True Tract: \$1,000.00

The City of Pryor Creek releases all claims for the foregoing deposits against Mayes County Abstract Company, to the payment of all transaction costs. The City of Pryor Creek releases all claims against either of the listed sellers or any real estate agent involved in the transactions to the extent of the full amount of the foregoing earnest money/escrow deposits. The City by way of this letter authorizes release of the above stated escrow deposits to the payment of applicable fees owed to Mayes County Abstract on the transaction and to the payment of the sellers for amounts owed to the sellers on the contracts and to their agents, if any, to the full extent of the amounts deposited.

The City does NOT waive any claims it may have against EFE, James Bloom or any person or entity related to them for reimbursement of earnest money deposits and transactional costs expended or incurred by the City and related to the above stated transactions.

Sincerely,

City of Pryor Creek, Oklahoma

K. Ellis Ritchie
City Attorney for Pryor Creek, OK

Zac Doyle, Mayor, Pryor Creek, OK

This release approved by majority vote of the city council for the city of Pryor Creek, OK in regular session on the ____ day of _____, 2023.

ATTEST:

Courtney Davis, City Clerk for City of Pryor Creek, OK

Telephone Numbers
(918) 825-4558 (Pryor)
(405) 878-2080 (Shawnee)

Toll Free
(888) 848-4558

Facsimile
(918) 825-1623 (Pryor)

SUPPORT STAFF

Hannah Gerhart, Office Mgr.
Julie Thomas, Receptionist
Jasmine Nix, Receptionist
Teri Hodges, Paralegal
Sara True, Paralegal
Chastity Vereb, Paralegal
Nichole Applegate, Clerk

ATTORNEYS

K. Ellis Ritchie
Bryan A. Rock
Nick Atwood
Briana Brakefield
Bethany Turney
J. Hal Trentman

Pryor, Oklahoma: 21 N. Vann: P.O. Box 246: 74362
Shawnee, Oklahoma: 116 N. Bell Ave: P.O. Box 3011: 74802

ORDINANCE NO. 2023-_____

AN ORDINANCE AMENDING TITLE 1, CHAPTER 6, SECTION 2 "COMPENSATION" AMENDING THE ORDINANCE TO REFLECT CURRENT LEVELS OF COMPENSATION FOR THE MAYOR, CITY CLERK, CITY TRESURER AND CHIEF OF POLICE FOLLOWING COST OF LIVING ADJUSTMENTS ACCRUING THEREON FROM THE DATE OF LAST AMENDMENT OF THE ORDINANCE; AND AMENDING THE ORDINANCE TO REMOVE THE MAYOR'S POSITION FROM RECEIVING COST OF LIVING ADJUSTMENTS TO PAY; AND PROVIDING FOR REPEALER AND SEVERABILITY.

WHEREAS, THE MAYOR AND CITY COUNCIL FIND IT TO BE PROPER AND IN THE BEST INTEREST OF THE PUBLIC TO PERIODICALLY SET FORTH THE CURRENT RATES OF COMPENSATION FOR THE OFFICES LISTED IN THIS ORDINANCE FOLLOWING COST OF LIVING ADJUSTMENTS OVER TIME, AND

WHEREAS, THE MAYOR AND CITY COUNCIL FIND IT TO BE PROPER AND IN THE BEST INTEREST OF THE PUBLIC FOR THE COMPENSATION OF THE MAYOR TO NOT ACCRUE COST OF LIVING ADJUSTMENTS.

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR, AND THE COUNCIL OF THE CITY OF PRYOR CREEK, MAYES COUNTY, STATE OF OKLAHOMA, THAT TITLE 1, CHAPTER 6, SECTION 2 OF THE CITY CODE FOR THE CITY OF PRYOR CREEK, OKLAHOMA BE AMENDED AS FOLLOWS, TO-WIT:

SECTION 1.

1-6-2: COMPENSATION:

A. Officials: Effective at the beginning of the term of office succeeding the present term of office of the mayor, councilmen, city clerk, city treasurer, and chief of police, compensation shall be as follows: (stricken language removed – underlined language added)

1. Mayor: ~~Five thousand eight hundred thirty three dollars thirty four cents (\$5,833.34) per month (\$70,000.00 annually)~~ Seven Thousand Five Hundred Eighty Five Dollars and Thirty Four Cents (\$7,585.34) per month (\$91,024.08 annually) with reimbursement for out of pocket expenses and mileage paid at the rate set by the internal revenue service regulations (26 USCA section 267(b));

2. Councilmen: One hundred dollars (\$100.00) per regular meeting attended; seventy five dollars (\$75.00) per special meeting attended; and fifty dollars (\$50.00) per committee and board meeting attended of which he/she is a member;

3. City clerk: ~~Four thousand one hundred twenty five dollars (\$4,125.00) per month (\$49,500.00 annually);~~ Five Thousand Three Hundred Sixty Five Dollars and Fifty Cents (\$5,365.50) per month (64,386.00 annually).

4. City treasurer: ~~One thousand three hundred seventy five dollars (\$1,375.00) per month (\$16,500.00 annually)~~ One Thousand Seven Hundred Eighty Eight Dollars and Nine Cents (\$1,788.09) per month (\$21,457.08 annually).

5. Chief of police: ~~Five thousand five hundred dollars (\$5,500.00) per month (\$66,000.00 annually).~~ (Ord. 2009-2, 1-6-2009) Seven Thousand One Hundred Fifty One Dollars and Ninety Two Cents (\$7,151.92) per month (85,823.04 annually)

B. Other Personnel: The city council, by motion or resolution, may fix the compensation of other personnel. (1988 Code § 2-404)

C. Cost Of Living Increase: For the positions of city clerk, city treasurer and chief of police, effective with the adoption of the budget for the fiscal year 2009-2010 (July 1, 2009), ~~and for the position of mayor, effective with the adoption of the budget for the fiscal year 2011-2012 (July 1, 2011),~~ any increase in compensation voted by the city council of the city of Pryor Creek, Oklahoma, for the employees of the city of Pryor Creek, Oklahoma, as a whole which is intended to reflect an adjustment based upon an increase in the cost of living for said employees shall be automatically equally applicable to the above stated positions in the fiscal years indicated without a separate and independent vote of the city council. In the event the city council passes increases in compensation for the employees of the city of Pryor Creek, Oklahoma, as a whole which contain adjustments based upon factors other than only a cost of living increase, the city council shall so specify what portion of said increase is attributable to a cost of living adjustment and only that portion shall be automatically applicable to the above stated positions. (Ord. 2009-2, 1-6-2009)

SECTION 2. REPEALER.

All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of any such conflict.

SECTION 3 SEVERABILITY.

If any section, sub-section, sentence, clause, phrase, or portion of this Ordinance is, for any reason, held invalid or unconstitutional by any Court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portion of this ordinance.

Passed and Approved by the Council of the City of Pryor Creek, Oklahoma, in regular session on this ___ day of _____, 2023

Zac Doyle, MAYOR

ATTEST:

Courtney Davis, CITY CLERK

APPROVED AS TO FORM AND LEGALITY:

K. Ellis Ritchie, City Attorney

Dated: _____, 2023

ORDINANCE NO. 2023-_____

AN ORDINANCE AMENDING TITLE 1, CHAPTER 6, SECTION 5 REGARDING "PERSONNEL BOARD" AMENDING MANNER OF SELECTION OF MEMBERS AND ALTERNATE MEMBER OF THE BOARD, AMENDING PROVISION RELATED TO REMOVAL OF A MEMBER FROM THE BOARD, EXCLUDING COUNCIL MEMBERS OR EMPLOYEES FROM SERVING ON THE BOARD, PROVIDING FOR DIVERSITY OF GENDER ON THE BOARD, AND PROVIDING FOR REPEALER AND SEVERABILITY.

WHEREAS, THE MAYOR AND CITY COUNCIL FIND IT IN THE BEST INTEREST OF THE SERVICE OF THE CITY AND IN THE BEST INTEREST OF THE PUBLIC AND EMPLOYEES OF THE CITY TO AMEND THE PROVISION OF THE CODE GOVERNING THE CREATION, COMPOSITION AND DUTIES OF THE PERSONNEL BOARD FOR THE CITY.

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR, AND THE COUNCIL OF THE CITY OF PRYOR CREEK, MAYES COUNTY, STATE OF OKLAHOMA, TO-WIT:

SECTION 1.

Title 1, Chapter 6, Section 5 of the Code of Ordinances of the City of Pryor Creek, Mayes County, State of Oklahoma, is hereby amended to read as follows, to-wit: (deletions indicated by strike through and additions indicated by underline)

1-6-5: PERSONNEL BOARD:

A. Created; Term: There is hereby established a personnel board, as authorized by the statutes of the state, consisting of three (3) members and (1) alternate member. ~~persons elected by the city council~~ Appointment of members and alternate member shall be made by the Mayor with confirmation of the appointment by the Council. The terms of the members and the alternate member shall be for staggered terms of six (6) years. ~~for staggered six (6) year terms.~~ ~~The city council shall elect the three (3)~~ The terms of the original three (3) members so that the term of one member will shall expire on the first Monday in May at seven thirty o'clock (7:30) P.M. in each succeeding even numbered year following the enactment of this ordinance in order to achieve the staggered terms of service. The term of the alternate member shall expire on the first Monday in May at seven thirty o'clock (7:30) P.M. in the next succeeding even numbered year following the enactment of this ordinance. The terms of their successors shall be for six (6) years, beginning at seven thirty o'clock (7:30) P.M. on the first Monday in May. ~~in every even numbered year.~~ Members shall serve until their successors are ~~elected~~ appointed by the Mayor and qualified confirmed by the Council. ~~The city council, by a vote of a majority of its members~~

The Mayor, after adequate opportunity for a public hearing, may remove a member for the good of the service, and may fill the vacancy for the unexpired term. The Board shall consist of mixed representation of two (2) female and two (2) male members, one of which will serve as the alternate member. The members of the Board may not be comprised of City Council Members or City Employees.

B. Officers; Meetings: At the time prescribed for the beginning of the term of a each newly ~~elected~~ appointed member, or as soon thereafter as practicable, the members of the personnel board shall elect a chairman, a vice chairman and a secretary. The secretary need not be a member of the board. The board shall determine the time and place of its regular meetings and the chairman or two (2) members may call special meetings of the board.

C. Duties: The personnel board shall hold a public hearing on the appeal of any layoff, suspension, demotion, disciplinary action or removal of ~~an officer or an employee of the City~~ who has completed a probationary period of six (6) months, ~~or given adequate opportunity therefor~~, as soon as practicable after an appeal has been filed. The personnel board shall not have a duty or authority to act concerning employees of the Municipal Utility Department which by Charter are under the authority of the Municipal Utility Board. The duty and authority to act of the Personnel Board shall extend to all non-elected employees of the City.

D. Report Findings And Recommendations: The personnel board shall report in writing its findings and recommendations to the mayor as the municipal officer designated by the City's Charter, Section 32, in the charge of appointment of all employees of the City. ~~where the appellant is a subordinate of the mayor, or to the respective authority having power of removal.~~

SECTION 2. REPEALER.

All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of any such conflict.

SECTION 3 SEVERABILITY.

If any section, sub-section, sentence, clause, phrase, or portion of this Ordinance is, for any reason, held invalid or unconstitutional by any Court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portion of this ordinance.

Passed and Approved by the Council of the City of Pryor Creek, Oklahoma, in regular session on this ____ day of _____, 2023

ATTEST:

ZAC DOYLE, MAYOR

COURTNEY DAVIS, CITY CLERK

APPROVED AS TO FORM AND LEGALITY:

K. ELLIS RITCHIE

Dated: _____, 2023



Dennis Nichols
Chief of Police

James Willyard
Assistant Chief of Police

PRYOR CREEK POLICE DEPARTMENT

I, Dennis Nichols, am formally requesting to purchase the firearms and uniform badge that were assigned to me during my career with the Pryor Creek Police Department per FOP Lodge #116 Collective Bargaining Agreement, Article 28 Section 9 (CBA pg 21).

The firearms requested are as follows:

- 1) Glock 43 (Serial # BBNS875)
- 2) Glock 17 (Serial # YYX701).