CITY OF JOPLIN COUNCIL
AGENDA ITEM

ITEM
Council Bill 2026-107 – authorizing an agreement by and between the City of Joplin and Crawford, Murphy and Tilley (CMT) for an Aviation Project Consultant Agreement for a new Passenger Facility Charge (PFC) Application at the Joplin Regional Airport.

MEETING DATE
January 20, 2026

ORIGINATING DEPT
Public Works - Airport

ATTACHMENTS
Council Bill 2026-107; Agreement for Professional Services

REVIEWED BY
Director of Public Works, Dan Johnson; Director of Finance, Leslie Haase; City Attorney, Peter Edwards; Assistant City Manager, Tony Robyn; City Manager, Nicholas Edwards

SUMMARY
This Council Bill approves an agreement by and between the City of Joplin and Crawford, Murphy and Tilley (CMT) for Forty-Nine Thousand One Hundred Fifty-Five and 78/100 Dollars ($49,155.78) for an Aviation Project Consultant Agreement for a new Passenger Facility Charge (PFC) Application at the Joplin Regional Airport.

BACKGROUND
On April 1, 2003, the Joplin Regional Airport began collecting a Passenger Facility Charge (PFC) on all outgoing commercial passengers. The Airport's most recent PFC application was approved by the FAA on April 12, 2016. That application authorizes the imposition and use of PFCs at the $4.50 level.

The current PFC program for the Airport expires on June 1, 2026. This application supports various capital improvement projects to enhance safety, capacity, and airport infrastructure. The application and approval process involves an extensive application to vet the projects through FAA approval. These collected funds are used as the City's reimbursement portion of FAA Grant funded projects. The PFC Application program was listed under the scope of work for the selection of the Airport Engineer. CMT has prepared a agreement in the not to exceed amount of $49,155.78 for the program.

FUNDING SOURCE
This item includes a budget amendment to the Airport Fund.

RECOMMENDATION
Staff recommends approval of this Council Bill on first reading.

2025 STANDARD AGREEMENT FOR PROFESSIONAL SERVICES

THIS AGREEMENT made between ____City of Joplin, Missouri_____, whose address is 602 S Main St, Joplin, MO 64801, hereinafter called the **CLIENT** and Crawford, Murphy & Tilly, Inc., Consulting Engineers, 2750 West Washington Street, Springfield, Illinois 62702, hereinafter called the **ENGINEER**.

WITNESSETH, that whereas the **CLIENT** desires the following described professional engineering, land surveying or architectural services: New Passenger Facility Charges (PFC) Application for Joplin Regional Airport (JLN)

NOW THEREFORE, the **ENGINEER** agrees to provide the above described services and the **CLIENT** agrees to compensate the **ENGINEER** for these services in the manner checked below:

☐ On a time and expense basis in accordance with the attached Schedule of Hourly Charges which is subject to change at the beginning of each calendar year. Reimbursable direct expenses will be invoiced at cost. Professional or Subconsultant services performed by another firm will be invoiced at cost plus ten percent.

☒ At the lump sum amount of $49,155.78.

IT IS MUTUALLY AGREED THAT, payment for services rendered shall be made monthly in accordance with invoices rendered by the **ENGINEER**.

IT IS FURTHER MUTUALLY AGREED:

The **CLIENT** and the **ENGINEER** each binds himself, his partners, successors, executors, administrators and assignees to each other party hereto in respect to all the covenants and agreements herein and, except as above, neither the **CLIENT** nor the **ENGINEER** shall assign, sublet or transfer any part of his interest in this **AGREEMENT** without the written consent of the other party hereto. This **AGREEMENT**, and its construction, validity and performance, shall be governed and construed in accordance with the laws of the State of Illinois. This **AGREEMENT** is subject to the General Conditions attached hereto.

IN WITNESS WHEREOF, the parties hereto have affixed their hands and seals this 29 day of October, 2025.

CLIENT:	**ENGINEER:**
City of Joplin, MO	**CRAWFORD, MURPHY & TILLY, INC.**
(Client Name)	
	Douglas R. Gregory
(Signature)	(Signature)
Dan Johnson, Director of Public Works	**Doug Gregory - Manager Aviation Planning & Business Development Lead**
(Name and Title)	(Name and Title)
	10/29/2025
Date	Date

CMT Job No. 25008212.00

STANDARD GENERAL CONDITIONS
Crawford, Murphy & Tilly, Inc.

1. Standard of Care

In performing its professional services hereunder, the **ENGINEER** will use that degree of care and skill ordinarily exercised, under similar circumstances, by members of its profession practicing in the same or similar locality. No other warranty, express or implied, is made or intended by the **ENGINEER'S** undertaking herein or its performance of services hereunder.

2. Reuse of Document

All documents including Drawings and Specifications prepared by **ENGINEER** pursuant to this Agreement are instruments of service. They are not intended or represented to be suitable for reuse by **CLIENT** or others on extensions of the Project or on any other project. Any reuse without written verification or adaptation by **ENGINEER** for the specific purpose intended will be at **CLIENT'S** sole risk and without liability or legal exposure to **ENGINEER**; and **CLIENT** shall indemnify and hold harmless **ENGINEER** from all claims, damages, losses and expenses including attorneys' fees arising out of or resulting therefrom.

3. Termination

This Agreement may be terminated by either party upon seven days prior written notice. In the event of termination, the **ENGINEER** shall be compensated by the client for all services performed up to and including the termination date, including reimbursable expenses, and for the completion of such services and records as are necessary to place the **ENGINEER'S** files in order and/or to protect its professional reputation.

4. Parties to the Agreement

The services to be performed by the **ENGINEER** under this Agreement are intended solely for the benefit of the **CLIENT**. Nothing contained herein shall confer any rights upon or create any duties on the part of the **ENGINEER** toward any person or persons not a party to this Agreement including, but not limited to any contractor, subcontractor, supplier, or the agents, officers, employees, insurers, or sureties of any of them.

5. Construction and Safety

The **ENGINEER** shall not be responsible for the means, methods, procedures, techniques, or sequences of construction, nor for safety on the job site, nor shall the **ENGINEER** be responsible for the contractor's failure to carry out the work in accordance with the contract documents.

6. Payment

Payment for services rendered shall be made monthly in accordance with invoices rendered by the **ENGINEER**. If payment is to be on a lump sum basis, monthly payments will be based on the portion of total services completed during the month. Invoices, or any part thereof, which are not paid within 30 days after the date of issue shall bear interest at the rate of 1-1/2% for each month or fraction thereof from the date 30 days after issue to time of payment. **CLIENT** will pay on demand all collection costs, legal expenses and attorneys' fees incurred or paid by **ENGINEER** in collecting payment, including interest, for services rendered.

7. Indemnification for Release of Pollutants

If this project does not involve pollutants, this provision will not apply. This provision may not be deleted if the project involves pollutants.

If, due to the nature of the service covered under this Agreement including the potential for damages arising out of the release of pollutants, **CLIENT** agrees that in the event of one or more suits or judgments against **ENGINEER** in favor of any person or persons, or any entity, for death or bodily injury or loss of or damage to property or for any other claimed injury or damages arising from services performed by **ENGINEER**, **CLIENT** will indemnify and hold harmless **ENGINEER** from and against liability to **CLIENT** or to any other persons or entities irrespective of Engineer's compensation and without limitation. It is understood that the total aggregate liability of **ENGINEER** arising from services performed by **ENGINEER** shall in no event exceed $50,000 or the total compensation received under this agreement whichever is greater, irrespective of the number of or amount of such claims, suits, or judgments.

8. Risk Allocation ☐ Check box if this does not apply

The total liability, in the aggregate, of the **ENGINEER** and **ENGINEER'S** officers, directors, employees, agents and consultants, and any of them, to **CLIENT** and anyone claiming by, through or under **CLIENT**, for any and all injuries, claims, losses, expenses or damages arising out of the **ENGINEER'S** services, the project or this agreement, including but not limited to the negligence, errors, omissions, strict liability or breach of contract of **ENGINEER** or **ENGINEER'S** officers, directors, employees, agents or consultants, or any of them, shall not exceed the total compensation received by **ENGINEER** under this agreement, or the total amount of $50,000, whichever is greater.

9. Project Schedule and Scope

Based on the schedule objectives provided by **CLIENT, ENGINEER** will develop a schedule of important milestones as necessary for the project for **CLIENT'S** review and approval. **ENGINEER** will monitor performance of services for conformance with the schedule and will notify **CLIENT** of any necessary changes to or deviations from the schedule. Where required by approved project schedule, **ENGINEER** will present the required deliverables and complete the required tasks at the appropriate intervals for **CLIENT'S** review and approval prior to payment.

Scope of Work

Passenger Facility Charges (PFC) Application for Joplin Regional Airport

1.1. Introduction

Joplin Regional Airport (JLN) currently holds an active **Passenger Facility Charge (PFC)** application, which authorizes the collection of PFCs from enplaning passengers to fund eligible airport improvement projects. According to the most recent PFC documentation, the airport's authority to collect under the existing application is **set to expire on June 1, 2026**. In anticipation of this expiration, and to ensure no gap in collection authority, the City of Joplin has requested consultant support to prepare and submit a new PFC application to the Federal Aviation Administration (FAA).

A PFC application outlines the projects an airport intends to fund with PFC revenue and must be reviewed and approved by the FAA. The process involves identifying eligible projects, estimating costs and anticipated collections, coordinating with airlines, and submitting the required documentation. Keeping a current and active PFC application allows the airport to continue leveraging PFC revenues as a flexible and valuable local funding source for capital improvements.

The purpose of this project is to assist the Airport in developing and submitting a new PFC application that aligns with the Airport's capital improvement priorities and FAA requirements, while maintaining uninterrupted PFC collection authority.

This application will focus on completed projects not previously included in the current PFC application. The Sponsor intends to use PFC revenue to reimburse itself for the local match associated with these past improvements, in accordance with current FAA PFC policy.

1.2. Existing PFC Background

Joplin Regional Airport's most recent PFC application (Application No. 16-02-C-00-JLN) was approved by the FAA on April 12, 2016. This application authorized the **Impose and Use** of Passenger Facility Charges at the $4.50 level, with a total approved cumulative revenue amount of **$2,139,960**. The charge became effective on **June 1, 2016**, and is scheduled to **expire on June 1, 2026**, unless a new application is submitted and approved before that date.

The current PFC application supports various capital improvement projects to enhance safety, capacity, and airport infrastructure. The following projects were approved for funding under the June 1, 2016, application:

- Construct Taxiway D Relocation – Phase 1A
- Construct Taxiway D Relocation – Phase 1B
- Construct Terminal Building – Phase 1
- Construct Terminal Building – Phase 2
- Construct Terminal Building – Phase 3 and Acquire Safety Equipment
- Construct Terminal Building – Phase 4
- Construct Service Road
- Update Airport Master Plan
- Install Runway Guidance Signs
- Install Runway Lighting for Runway 13/31
- Install Perimeter Fencing
- Acquire Emergency Generator – Phase 1
- Acquire Emergency Generator – Phase 2
- Acquire Aircraft Rescue and Fire Fighting (ARFF) Vehicle
- Install Additional Runway Guidance Signs
- PFC Application Preparation

These projects collectively contributed to major terminal upgrades, improved airfield safety and compliance, and supported the Airport's long-term planning needs.

With JLN's upcoming collection authority expiration, preparing a new PFC application will allow the Airport to continue leveraging this important funding source for future eligible improvements.

1.3. Project Scope and Fee Preparation

The Consultant will prepare a detailed scope of services and fee proposal for the development and administration of a new Passenger Facility Charge (PFC) application at Joplin Regional Airport (JLN). This task will be completed in accordance with current FAA Advisory Circulars, Federal Aviation Regulations (FAR), and FAA Orders, and will be based on initial coordination with the Sponsor and FAA.

Project parameters will be established through preliminary discussions, including virtual calls and/or meetings with the Sponsor, to confirm anticipated project needs and scheduling considerations. Each task within the scope of services will be defined to reflect the appropriate level of detail required for successful completion of the PFC application.

The Consultant will evaluate staffing needs and estimate the level of effort (person-hours) by personnel classification for each task. Direct expenses such as travel, printing, and subconsultant services will be identified (if applicable), and a fee proposal will be prepared that reflects both labor and reimbursable costs.

This task includes efforts to mobilize the project, including the development of internal work plans and, if necessary, the preparation and execution of any subconsultant agreements. The resulting scope and fee will form the basis for the final contract amendment or task order for the full application process.

1.4. Project Formulation and Coordination

Following the execution of the scope and fee, the Consultant will initiate the PFC application effort by conducting early coordination with the Sponsor and the FAA. This task focuses on refining the application strategy and ensuring alignment between eligible projects, financial planning, and FAA expectations.

The Consultant will review JLN's current PFC financial status, audit history, and any remaining collection authority, and will work with the Sponsor to validate project eligibility based on the Capital Improvement Plan (CIP) and current FAA criteria. A virtual kickoff meeting will be held to confirm goals, timeline, and coordination needs for the full application effort.

Tasks under this section include:

- Confirm PFC program goals, charge level, and desired collection period
- Finalize the list of projects to be included in the application
- Verify the current status of prior PFC collections, disbursements, and authority
- Refine schedule and communication protocols with the Sponsor and FAA
- Initiate coordination with the internal team and the FAA points of contact

1.4.1. Preliminary List of Proposed Projects

To ensure alignment on the scope and scale of the upcoming PFC application, the following section outlines the approach for identifying candidate projects for inclusion. Based on the Sponsor's current PFC collection strategy, the City uses PFC revenue to reimburse itself for the local match associated with eligible capital improvement projects. This approach allows the Sponsor to recover its local share of FAA-funded projects after completion.

This scope assumes the Sponsor will continue this reimbursement strategy. As such, the new PFC application will focus on completed projects that were not included in the current PFC application (approved in 2016) and for which the Sponsor is eligible to seek reimbursement. These projects will be evaluated for PFC eligibility and, if appropriate, included in the new application with supporting justifications.

The preliminary list of completed projects anticipated for inclusion is presented in the table below.

ANTICIPATED PROJECTS FOR INCLUSION:

Years	Project Name	Project Elements
2015–2018	Relocation of Taxiway C and Construction of New Taxiway F	Design, CM, Construction
2018–2019	Reconstruction of Taxiway D North of General Aviation Apron	Design, CM, Construction
2019–2022	Reconstruct Runway 18-36	Design, CM, Construction
2019–2021	Reconstruction and Realignment of Dennis Weaver Drive	Design, CM, Construction
2023–2025	Rehabilitation of Runway 13-31 and ADD Alternative Rehabilitate Taxiway E	Design, CM, Construction
2022–2025	ARFF Building	Design, CM, Construction
2024–2025	ATCT Equipment Upgrade	Design, CM, Construction
2024–2025	ATCT Airport Lighting Control and Monitoring System (ALCMS) Upgrade	Design, CM, Construction
2024–2025	Terminal Area Master Plan (TAMP) Update (Terminal Expansion/Standards Update)	Planning Report
2025-2026	Replace Two Passenger Boarding Bridges	Design, CM, Construction

CM = Construction Management

Each project will be reviewed for eligibility under current FAA PFC guidance. Projects deemed eligible will be included in the new application with appropriate justification in accordance with FAA Order 5500.1 and 14 CFR Part 158.

1.5. Existing PFC Reconciliation (If Applicable)

If necessary, the Consultant will assist in reconciling existing PFC applications. This includes verifying project status (e.g., completed, ongoing, or canceled), aligning FAA System of Airports Reporting (SOAR) data, and ensuring that financial close-out and reporting are accurate and complete. This task ensures the integrity of the airport's historical PFC records prior to submitting a new application.

Reconciliation efforts may include:

- Reviewing PFC collections, disbursements, and interest earned
- Verifying physical and financial completion dates for approved projects
- Coordinating updates in the FAA's SOAR database
- Identifying any remaining balances or amendments required for prior applications

1.6. PFC Collection Analysis

To support the development of this reimbursement-based PFC application, the Consultant will analyze JLN's remaining PFC collection authority and estimated revenue capacity. This task will include reviewing historical and forecasted enplanement levels to determine the total amount of PFC revenue that may be reasonably collected through the expiration of the next application period.

1.7. Project Justification

The Consultant will prepare FAA-compliant justification narratives for each proposed project in the application. These will demonstrate how each project meets eligibility criteria by preserving or enhancing airport safety, capacity, security, or reducing noise impacts. Each justification will be framed in the context of retrospective reimbursement and will include documentation of project eligibility, actual implementation, and cost basis.

Tasks include:

- Preparing a written justification for each proposed project
- Aligning narratives with FAA Order 5500.1 (Passenger Facility Charge) guidance
- Coordinating with the Sponsor to confirm project intent and readiness

1.8. Draft PFC Application Preparation

The Consultant will prepare the draft PFC application once the project list and justifications are developed. This includes completing required forms and attachments and coordinating with the FAA prior to initiating airline consultation.

As this application will only include completed projects, all documentation, including Form 5500-1 and project attachments, will reflect actual costs, completion dates, and reimbursement amounts, consistent with FAA guidance for 'impose and use' applications for prior work.

Application components will include:

- FAA Form 5500-1
- Attachment A: Airport CIP Summary
- Attachment C: Air Carrier Consultation Information
- Attachment D: Request to Exclude Carrier Classes (if applicable)
- Attachment E: Alternative Use Projects (if applicable)
- Attachment H: Notice of Intent (if applicable)
- Signed PFC Assurances

1.9. Air Carrier Consultation

In accordance with FAA requirements, the Consultant will coordinate and conduct the air carrier consultation process. This includes preparing the consultation packet, organizing a virtual meeting with all affected carriers, and documenting carrier responses and feedback.

Key responsibilities:

- Identify carriers with >1% annual enplanements using Air Carrier Activity Information System (ACAIS) data
- Draft and coordinate the consultation letter and supporting materials, including:
  - A description of projects being considered for funding by PFCs
  - The PFC charge level, the proposed charge effective date, the estimated charge expiration date, and the estimated total PFC revenue
  - The date and location (or virtual meeting access) at which the Sponsor will present proposed projects to the air carriers
- Support the Sponsor during the virtual consultation meeting
- Prepare visual materials (slides or exhibits) for use during the consultation meeting, if requested
- Prepare a summary of consultation responses and discussion, including:
  - A list of notified carriers
  - A record of carriers acknowledging receipt of the notice
  - A list of carriers that attended the meeting
  - A summary of substantive comments received and the Sponsor’s rationale for proceeding

The Sponsor will be responsible for obtaining the mailing addresses of applicable carriers. Mailing of the consultation notices will be completed by either the Sponsor or the Consultant, depending on the Sponsor's preference.

1.10. Public Notice

The Consultant will prepare a 30-day public notice describing the proposed PFC projects, charges, and revenue estimates. The notice will allow the public to submit comments in compliance with 14 CFR §158.24 (Notice and opportunity for public comment).

Tasks include:

- Drafting the public notice language
- Including project descriptions, justification, and revenue details
- Coordinating with the Sponsor to post the notice on the airport's website and/or local newspaper
- Summarizing and responding to public comments, if received

1.11. Environmental and Airspace Review Coordination

FAA requires that any project listed in a PFC application must have appropriate environmental and airspace clearances. Because the new PFC application will only include projects that have already been completed, no additional NEPA or airspace documentation is anticipated.

As part of this task, the Consultant will document the environmental and airspace clearances that were obtained for each project at the time of its original implementation. This documentation will confirm that the necessary approvals were in place when the projects were executed.

If any documentation is not readily available, the Consultant will coordinate with the Sponsor and FAA to confirm the project's historical clearance status. No new CatEx or environmental processing is included in this scope.

1.12. Submittal of Draft and Final PFC Application

Following consultation, the Consultant will submit the draft application package to the FAA for review and comment. One virtual review meeting will be scheduled to address FAA feedback and incorporate any requested revisions prior to submitting the final version.

Tasks include:

- Coordinating the electronic submittal of the draft application
- Attending a virtual FAA review meeting
- Revising the application in response to comments
- Preparing and submitting the final version upon FAA determination of completeness

1.13. Airline Notification Letters

Once the FAA issues a Record of Decision (ROD), the Consultant will prepare airline notification letters outlining the approved collection authority, effective dates, and remittance instructions.

This will include:

- Drafting formal notification letters in accordance with FAA guidance
- Including key details: charge level, effective/expiration dates, and reporting instructions
- Coordinating with the Sponsor to distribute the letters to air carriers

After the content of the Airline Notification Letter is reviewed and approved by the FAA, it will be provided to the Sponsor. The Sponsor will be responsible for obtaining the mailing addresses, and the actual mailing of the notification letters to the air carriers will be performed by the Sponsor or the Consultant, as preferred by the Sponsor.

1.14. FAA Coordination and Project Administration

Throughout the project, the Consultant will provide ongoing coordination and communication with the FAA to ensure the PFC application process remains aligned with regulatory expectations. This includes responding to FAA requests, submitting documentation at key milestones, and ensuring all deliverables meet FAA requirements.

FAA Coordination tasks will include:

- Project scope review and eligibility check-ins
- Review of public notices, air carrier consultation letters, and materials
- Submission and review of draft application materials
- Final application completeness review, including response to airline comments and feedback received during Federal Register circulation

In addition to FAA coordination, the Consultant will perform standard project administration tasks necessary to support the successful delivery of the PFC application. These tasks include internal team coordination, schedule and budget tracking, quality control, and documentation management.

1.15. Deliverables and QA/QC

As part of this scope of services, the Consultant will prepare and deliver the following items to the Sponsor and/or FAA as required. **All deliverables will undergo internal quality assurance and quality control (QA/QC) review before submission** to ensure compliance with FAA guidance, accuracy of content, and consistency across documents.

- Final Scope of Work and Fee Proposal
- Existing PFC Reconciliation Summary (if applicable)
- PFC Collection Capacity and Financial Analysis Report
- Project Justification Narratives
- Draft PFC Application Package, including:
  - FAA Form 5500-1
  - Attachments A, C, D, E, and H (as applicable)
  - PFC Assurances
- Air Carrier Consultation Packet and Meeting Summary
- Public Notice Language and Summary of Public Comments
- Environmental and Airspace Clearance Verification Summary (confirming that all proposed projects were previously cleared; no new documentation required)
- Draft and Final PFC Application Submittals to FAA
- Airline Notification Letters (following FAA approval)

All deliverables will be coordinated with the Sponsor and submitted electronically unless otherwise requested.

EXHIBIT IV

DERIVATION OF CONSULTANT PROJECT COSTS

JOPLIN REGIONAL AIRPORT

JOPLIN, MISSOURI

PFC APPLICATION

SUMMARY OF COSTS

October 9, 2025

		Fee	Hours
Preliminary		$49,155.78	263
Design		$0.00	0
Bidding		$0.00	0
Special Services		$0.00	0
	Total	**$49,155.78**	**263**

EXHIBIT IV

DERIVATION OF CONSULTANT PROJECT COSTS

JOPLIN REGIONAL AIRPORT
JOPLIN, MISSOURI
PFC APPLICATION
PRELIMINARY, DESIGN AND BIDDING PHASE AND SPECIAL SERVICES
October 9, 2025

1 DIRECT SALARY COSTS:

TITLE	HOURS	RATE/HOUR	COST ($)
Principal	24	$80.71	$1,937.04
Project Manager	0	$65.22	$0.00
Senior Civil Engineer	14	$55.61	$778.54
Project Civil Engineer	0	$46.23	$0.00
Civil Engineer	0	$37.96	$0.00
Senior Planner	217	$58.09	$12,605.53
Project Planner	0	$45.72	$0.00
Specialty Engineer	0	$37.07	$0.00
Senior Technician	8	$50.48	$403.84
Project Technician	0	$38.94	$0.00
Admin	0	$29.98	$0.00
	263		

Total Direct Salary Costs = $15,724.95

2 LABOR AND GENERAL ADMINISTRATIVE OVERHEAD:

2a Percentage of Direct Salary Costs @ 167.80 % = $26,386.47
2b FCCM Rate (Optional) @ 0.54 % $84.91

3 SUBTOTAL:
Items 1 and 2 = $42,196.33

4 PROFIT:
15 % of Item 3 Subtotal = $6,329.45

Subtotal $48,525.78 Lump Sum

5 OUT-OF-POCKET EXPENSES:

a. Mileage	900 Miles @	$0.700	/ Mile =	$630.00	
b. Meals	0 Days @	$45.00	/ Day =	$0.00	
c. Motel	0 Nights @	$112.00	/ Night=	$0.00	per GSA.gov, plus taxes

Total Out-of-Pocket Expenses = $630.00

Subtotal $49,155.78 Lump Sum

6 SUBCONTRACT COSTS:

= $0.00
= $0.00
= $0.00 Not To Exceed

7 MAXIMUM TOTAL FEE:

Items 1, 2, 3, 4, 5 and 6 = $49,155.78 Not To Exceed

Exhibit V

JOPLIN REGIONAL AIRPORT
JOPLIN, MISSOURI

BASIC AND SPECIAL SERVICES
PFC APPLICATION

October 9, 2025

Classification: Gross Hourly Rate:		Principal $249.06	Project Manager $201.26	Senior Civil Engineer $171.61	Project Civil Engineer $142.66	Civil Engineer $117.14	Senior Planner $179.26	Project Planner $141.09	Specialty Engineer $114.39	Senior Technician $155.78	Project Technician $120.17	Admin $92.52	Other Costs
A. BASIC AND SPECIAL SERVICES													
1. Project Scope and Fee Preparation		1					35						
2. Project Formulation and Coordination		1		1			12						
3. Existing PFC Reconciliation (If Applicable)		1					10						
4. PFC Collection Analysis		2		2			16						
5. Project Justification		2		2			32			3			
6. Draft PFC Application Preparation		1		2			20			3			
7. Air Carrier Consultation		2					8						
8. Public Notice		1					10			2			
9. Environmental and Airspace Review Coordination		1		2			8						
10. Submittal of Draft and Final PFC Application		1		1			20						
11. Airline Notification Letters		1					10						
12. FAA Coordination and Project Administration		8		2			20						
13. Deliverables and QA/QC		2		2			16						
Total hours =	263	24	0	14	0	0	217	0	0	8	0	0	(1,2,3,4,5)
Total =	$49,155.78	$5,977.53	$0.00	$2,402.50	$0.00	$0.00	$38,899.53	$0.00	$0.00	$1,246.21	$0.00	$0.00	$630.00
2. Design Phase:													
Total hours =	0	0	0	0	0	0	0	0	0	0	0	0	(1,2,3,4,5)
Total =	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	
3. Bidding Phase:													
Total hours =	0	0	0	0	0	0	0	0	0	0	0	0	(1,2,3,4,5)
Total =	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	
4. Special Services :													
Total hours =	0	0	0	0	0	0	0	0	0	0	0	0	(1,2,3,4,5)
Total =	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00

TOTAL =	$49,155.78

(1) Mileage, Motel and Meals
(2) Equipment, Materials and Supplies
(3) Computer Services
(4) Vendor Services
(5) Printing and Shipping

COUNCIL BILL NO. 2026-107 **ORDINANCE NO.**

AN ORDINANCE authorizing the acceptance of an agreement by and between the City of Joplin and Crawford, Murphy and Tilley for an Aviation Project Consultant Agreement for a new Passenger Facility Charge (PFC) Application at the Joplin Regional Airport in the not to exceed amount of Forty-Nine Thousand One Hundred Fifty-Five and 78/100 Dollars ($49,155.78); authorizing the City Manager or his designee to execute this agreement by and on behalf of the City of Joplin; amending the Annual Budget of the City of Joplin for the Fiscal Year 2025-2026 as adopted by Ordinance 2025-143 on October 20, 2025; and, setting an effective date.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF JOPLIN, MISSOURI, as follows:

Section 1. That the agreement by and between the City of Joplin and Crawford, Murphy & Tilly, Inc., for an Aviation Project Consultant Agreement for a new Passenger Facility Charge (PFC) Application not to exceed the amount of Forty-Nine Thousand One Hundred Fifty-Five and 78/100 Dollars ($49,155.78); a true and accurate copy of said agreement being attached hereto and incorporated herein as Exhibit "A", is hereby approved.

Section 2. That the City Manager or his Designee is hereby authorized and directed to execute said agreement, or agreement in substantially similar form, by and on behalf of the City of Joplin with Crawford, Murphy & Tilly, Inc.

Section 3. That upon the final approval and acceptance of the consultant's work under said contract, in substantial conformance with the attached agreement, in writing to the Director of Public Works and his certification to the effect to the Director of Finance, the consultant shall be paid from the Airport Fund of FY 2026.

Section 4. That fiscal year 2025-2026 budgeted appropriations as adopted by Ordinance 2025-143 be amended by increasing appropriations by the total amount of Forty-Nine Thousand One Hundred Fifty-Six Dollars and No Cents ($49,156.00).

Section 5. That the Director of Finance is hereby directed to make all necessary entries on the City records to show the increase in appropriations.

Section 6. That this Council Bill shall have an effective date of February 3rd, 2026.

Passed by the council of the City of Joplin, Missouri, this _____ day of

_____, 2026, by a _____ vote.

_____

Keenan T. Cortez, Mayor

COUNCIL BILL NO. 2026-107 cont.

ATTEST:

_____

Holly Nagy, City Clerk

APPROVED AS TO FORM:

_____

Peter C. Edwards, City Attorney