

City Council Agenda Items  
and  
Contracts, Leases or Agreements

1/17/2012

City Council Meeting Date  
Agenda Items Only

Ray Boudreaux  
Submitted By

Aviation  
Division

Transportation  
Department

Action Required:

Approval of Task Order No. 7 with McClelland Consulting Engineers in the amount of \$27,150.00 to design the rehab of the former AATC Hangar Building at Drake Field and application to the State Aeronautics Commission for an 80/20 Grant to complete the work;

\$27,150.00  
Cost of this request

\$ -0-  
Category / Project Budget

HANGAR REHAB  
Program Category / Project Name

5550,3960,5314.00  
Account Number

\$ -0-  
Funds Used to Date

Airport Capital  
Program / Project Category Name

12002 / 2012  
Project Number

\$ -0-  
Remaining Balance

Airport  
Fund Name

Budgeted Item

Budget Adjustment Attached

*[Signature]*  
Department Director 12-30-11  
Date

Previous Ordinance or Resolution # \_\_\_\_\_

*[Signature]*  
City Attorney 1-3-12  
Date

Original Contract Date: \_\_\_\_\_

Paul A. Becker 1-3-2012  
Finance and Internal Services Director Date

Original Contract Number: \_\_\_\_\_

*[Signature]*  
Chief of Staff 1-4-2012  
Date

Received in City 10-11 P02:01 RCVD  
Clerk's Office  
*[Signature]*

*[Signature]*  
Mayor 1/4/12  
Date

Received in Mayor's Office  
ENTERED 1/3/12  
*[Signature]*

Comments:



AVIATION DIVISION  
FAYETTEVILLE EXECUTIVE AIRPORT • DRAKE FIELD

**CITY COUNCIL AGENDA MEMO/STAFF CONTRACT REVIEW MEMO**

**TO:** Mayor Jordan

**THRU:** Chief of Staff

**THRU:** Staff/Contract Review Committee

**THRU:** Terry Gulley, Transportation Director *T.G.*

**FROM:** Ray M. Boudreaux, Aviation Director *R.M.B.*

**DATE:** December 29, 2011

**SUBJECT: Approval of Task Order Number 7 with McClelland Consulting Engineers to design the rehab of the former AATC Hangar at Drake Field and approve application to the State of Arkansas Aeronautics Commission for an 80/20 Grant.**

**RECOMMENDATION:** Approve Task Order Number 7 with McClelland Consulting Engineers in the amount of \$27,150.00 to design a project to rehabilitate the former AATC Hangar for aviation use and to provide plans and specs, and bidding services for the project. Approve application to the State of Arkansas Aeronautics Commission for an 80/20 Grant for the project estimated to be \$200,000.00 total cost.

**BACKGROUND:** The former AATC Hangar has been empty since 2007 when the school was taken over by the NWACC. The school was started around 1998 with help from State Aeronautics and the State Economic Development Administration. The City Building Maintenance did most of the construction to remodel the building with classrooms and labs for the school following a design provided by the U of A. We have a tenant for the building that will have an aviation related business that buys and sells aircraft and conducts maintenance on aircraft. The school modifications must be removed so that the aviation business can use the hangar as it was originally designed. The tenant has signed a lease for the building pending the improvements that will be accomplished with this project.

**BUDGET IMPACT:** The project will be funded by an 80/20 grant from the

Arkansas Aeronautics Commission approximately \$200,000.00 total cost. The Airport Fund will be obligated to fund the 20% match which could amount to approximately \$40,000.00. The Airport Board approved the project at their December 2011 meeting.

Attachments: Staff Review  
MCE Task Order No. 7  
Lease with South Delta Aviation, Inc.

**RESOLUTION NO. \_\_\_\_\_**

A RESOLUTION APPROVING TASK ORDER NO. 7 TO THE CONTRACT WITH MCCLELLAND CONSULTING ENGINEERS IN THE AMOUNT OF \$27,150.00 TO DESIGN THE REHABILITATION OF THE FORMER AATC HANGAR BUILDING AT DRAKE FIELD, AND APPROVING A BUDGET ADJUSTMENT

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF FAYETTEVILLE, ARKANSAS:**

Section 1. That the City Council of the City of Fayetteville, Arkansas hereby authorizes application for and acceptance of an Arkansas Department of Aeronautics 80/20 Grant in the amount of \$224,000.00 for improvements to the former AATC hangar building at Drake Field.

Section 2. That the City Council of the City of Fayetteville, Arkansas hereby approves a budget adjustment, a copy of which is attached as Exhibit "A".

**PASSED and APPROVED** this 17<sup>th</sup> day of January, 2012.

APPROVED:

ATTEST:

By: \_\_\_\_\_  
**LIONELD JORDAN, Mayor**

By: \_\_\_\_\_  
**SONDRA E. SMITH, City Clerk/Treasurer**

**City of Fayetteville, Arkansas  
Budget Adjustment Form**

A. 5 V11.0425  
McClelland Consulting Engineers  
Task Order No. 7

<b>Budget Year</b> BY 2012	Division: Aviation Department: Transportation Services	<b>Request Date</b> 1/17/2012	<b>Adjustment Number</b> 512
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**BUDGET ADJUSTMENT DESCRIPTION / JUSTIFICATION**

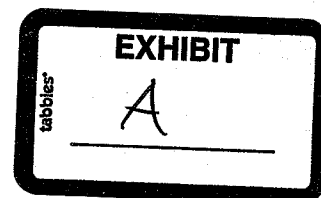
\$27,150.00 is requested in the Hanger Rehab project to cover the cost of design and engineering services throughout the length the project to rehabilitate the former AATC Hanger Building at Drake Field.

Please reduce Use of Fund Balance by \$27,150.00.

<div style="display: flex; justify-content: space-between; margin-bottom: 10px;"> <div style="text-align: center;">               Division Director              Date: 12/30/11         </div> <div style="text-align: center;">             Prepared By: <u>Ginny Gundlach</u>  <small>ggundlach</small> </div> </div> <div style="display: flex; justify-content: space-between; margin-bottom: 10px;"> <div style="text-align: center;">               Budget Director              Date: 1/3/12         </div> <div style="text-align: center;">             Reference: _____              Budget &amp; Research Use Only         </div> </div> <div style="display: flex; justify-content: space-between; margin-bottom: 10px;"> <div style="text-align: center;">               Department Director              Date: 12-30-11         </div> <div style="text-align: center;">             Type:    A    B    C    <b>(D)</b>    E    P         </div> </div> <div style="display: flex; justify-content: space-between; margin-bottom: 10px;"> <div style="text-align: center;">               Finance Director              Date: 1-3-2012         </div> <div style="text-align: center;">             General Ledger Date: _____         </div> </div> <div style="display: flex; justify-content: space-between; margin-bottom: 10px;"> <div style="text-align: center;">               Chief of Staff              Date: 1-4-2012         </div> <div style="text-align: center;">             Posted to General Ledger              Initial: _____ Date: _____         </div> </div> <div style="display: flex; justify-content: space-between;"> <div style="text-align: center;">               Mayor              Date: 1/4/12         </div> <div style="text-align: center;">             Checked / Verified              Initial: _____ Date: _____         </div> </div>	
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**TOTAL BUDGET ADJUSTMENT**

Account Name	Account Number	Increase / (Decrease)		Project.Sub Number
		Expense	Revenue	
Professional services	5550.3960.5314.00	27,150		12002 . 2012
Use of fund balance	5550.0955.4999.99	(27,150)		.
				.
				.



December 30, 2011

**RECEIVED**

**DEC 30 2011**

**AIRPORT**

Mr. Ray Boudreaux  
Airport Director,  
Fayetteville Executive Airport  
4500 S. School Suite F  
Fayetteville, AR 72701

Re: Task Order No 7  
Multi-Purpose Hangar Renovation  
Fayetteville Executive Airport


Dear Mr. Boudreaux:

In response to your request, please find three (3) copies of Task Order No 7 for the Multi-Purpose Hangar Renovation Project.

Please advise if you need further information regarding this Task Order.

Sincerely,

McCLELLAND CONSULTING ENGINEERS, INC.



R. Wayne Jones, P.E.  
Vice President

Enclosure: Task Order No 7 (3 copies)

**TASK ORDER NO. 7**

**AIRPORT**

**MULTI-PURPOSE HANGAR RENOVATIONS**

**FAYETTEVILLE EXECUTIVE AIRPORT**

STATE OF ARKANSAS

COUNTY OF WASHINGTON

This Task Order is written pursuant to the basic agreement entitled CITY OF FAYETTEVILLE, AGREEMENT FOR ENGINEERING SERVICES, executed on May 5, 2009. The referenced basic agreement pertains to proposed improvements to Drake Field, Fayetteville's Executive Airport. This Task Order entered into and executed on the date indicated below the signature block, by and between the City of Fayetteville and McClelland Consulting Engineers sets forth the project description, project schedule, and engineering and architectural fees related to the preparation of Construction Documents for the Multi-Purpose Hangar (Brown) Building Renovation at Fayetteville Executive Airport, Drake Field. Our Consultants Wittenberg-Delony Davidson, Inc.; and Engineering Elements, PLLC from their Fayetteville offices will perform most of this task.

**SECTION I - PROJECT DESCRIPTION**

The project is to consist of: Detailed Architectural and Engineering Design for the Renovation of the Multi-Purpose Hangar Building; final cost estimates; meetings with the Airport Management and Airport Advisory Board to review the desired renovations; and Architectural and Engineering Services associated with the Construction Administration for this project.

## **SECTION II - PROJECT SCHEDULE**

From the time the City of Fayetteville issues the Notice To Proceed (NTP), McClelland Consulting Engineers through its Consultants will endeavor to execute the project construction documents within a eight (8) week time period, as expeditiously as possible, to enable the City of Fayetteville to solicit competitive bids for construction as soon as possible.

## **SECTION III - SCOPE OF SERVICES**

MCE through its Consultant shall, generally, provide those services listed in the basic agreement which are applicable to this specific Task Order. Specifically, this project is likely to include:

A. Development of Construction Documents and Cost Estimates for the following areas:

Prepare CADD Drawings of the existing hangar facility to be used as base plans for the renovation work.

Prepare Renovation drawings and specifications.

Demolition of the latest interior two story addition.

Renovation of the two story offices to include removal of three walls, wall repair, paint walls, new carpet and replace ceiling tiles as needed.

Renovation of hangar, clean and paint steel where required.

Renovation of the rolling hangar doors to include, repair of insulation, install missing interior wall panels, install bird proof weather stripping, install motors for operation of the rolling doors, and repair doors as required.

Any renovations required by the "Tenant" are beyond the scope of this Task Order and will be address by Task Order Amendment or separate Task Order.



- B. Meeting with the Airport Management and their Tenants to discuss design criteria, desired features, and schedule.
- C. Construction Administration and Periodic weekly site visits of the work progress with follow-up reports.
- D. Providing a set of "Record Drawings" at the completion of construction based upon the Contractor's mark-ups.
- E. Reproduction Cost for project documents sets, as required.

**SECTION IV - FEES AND PAYMENTS**

The following fees are to be paid to MCE as compensation for his services:

A. Project Administration:	hourly rates Not to Exceed	\$ 2,250.
B. Construction Documents & Site Visits:	hourly rates Not to Exceed	\$ 21,300.
	Architectural (\$18,800); MEP (\$ 2,500)	
C. Bidding:	hourly rates Not to Exceed	\$ 1,250.
C. Preparation of "Record Drawings":	hourly rates estimated to be	\$ 850.
D. Reproduction Costs (as required):	Actual Cost Not to Exceed	\$ 1,500.

Appendix "A" presents hourly rates for personnel anticipated to be assigned to this project as well as the basis of payments to be made to MCE.

**SECTION V - BASIC AGREEMENT IN EFFECT:**

Except as amended specifically herein, the basic AGREEMENT FOR ENGINEERING SERVICES shall remain in full force as originally approved and executed.

IN WITNESS WHEREOF, the parties hereto have caused this AGREEMENT to be duly executed as of the date and year first herein written.

FOR THE CITY OF FAYETTEVILLE:

By: \_\_\_\_\_  
Mayor

Attest: \_\_\_\_\_

Date: \_\_\_\_\_

FOR McCLELLAND CONSULTING ENGINEERS, INC.:

By:           *R Wayne Jamer*            
Vice President

Attest:           *Robert W White*

**APPENDIX A**  
**TASK ORDER NO. 7**  
**Hourly Rates for Personnel**  
**Fayetteville Executive Airport**

<b><u>CATEGORY</u></b>	<b><u>BILLABLE HOURLY RATE</u></b>
Principal Engineer	\$ 155
Sr. Project Manager	\$ 143
Project Engineer	\$ 135
Project Engineer IV	\$ 127
Project Engineer III	\$ 115
Project Engineer II	\$105
Project Engineer I	\$ 85
Principal Architect	\$ 165
Project Architect	\$ 125
Associate Architect	\$ 110
Architect	\$ 95
Intern Architect	\$ 75
Construction Administrator	\$ 80
Survey Technician	\$ 90
Engineering Technician/Observer IV	\$ 90
Engineering Technician/Observer III	\$ 84
Engineering Technician/Observer II	\$ 65
Engineering Technician/Observer I	\$ 55
Chief Draftsman	\$ 73
Draftsman II	\$ 60
Soils Lab Supervisor	\$ 60
Clerical Support	\$ 50
Mileage	\$ 0.50

