

City Council Agenda Items
and
Contracts, Leases or Agreements

5/12/2012

City Council Meeting Date
Agenda Items Only

Ray M. Boudreaux

Aviation

Transportation

Submitted By

Division

Department

Action Required:

Action Required: A Resolution to approve Task Order No. 9 in the amount of \$32,504.00 with McClelland Consulting Engineers, Inc., for Plans & Specifications, Construction Administration and Record Drawings of the Executive Hangar Office Addition project. Contact: R. Wayne Jones, P.E., 443-2377; 443-9241 FAX; wjones@mccllelland-engrs.com

\$ 32,504.00	\$ -	Airport Pavement Rehab & Re-mark
Cost of this request	Category / Project Budget	Program Category / Project Name
5550.3960.5314.00	\$ -	Airport Capital Exp
Account Number	Funds Used to Date	Program / Project Category Name
12011 1	\$ -	Airport
Project Number	Remaining Balance	Fund Name

Budgeted Item

Budget Adjustment Attached

[Signature]
Department Director

4-16-12
Date

Previous Ordinance or Resolution # 101-09
62-12

[Signature]
City Attorney

4-18-12
Date

Original Contract Date: _____
Original Contract Number: _____

Paul A. Becker
Finance and Internal Services Director

4-18-2012
Date

Received in City Clerk's Office 4-15-12 P03:15 RCVD
[Signature]

[Signature]
Chief of Staff

4-18-12
Date

Received in Mayor's Office
ENTERED 4/18/12
[Signature]

[Signature]
Mayor

4/19/12
Date

Comments: This project is eligible for a 80/20% grant from the AR Department of Aeronautics. Grant application is based on actual bids and submitted to AR Dept Aeronautics subsequent to receipt of bids.



AVIATION DIVISION
FAYETTEVILLE EXECUTIVE AIRPORT • DRAKE FIELD

CITY COUNCIL AGENDA MEMO/STAFF CONTRACT REVIEW MEMO

TO: Mayor Jordan
THRU: Don Marr, Chief of Staff
THRU: Staff/Contract Review Committee
THRU: Terry Gulley, Transportation Director
FROM: Ray M. Boudreaux, Aviation Director
DATE: April 4, 2012

SUBJECT: Approve Task Order Number 9 in the amount of \$32,504.00 with McClelland Consulting Engineers for design, engineering, bidding service and project management of an Office Complex for NFlight Aviation, Inc. pursuant to their lease of the Aircraft Hangar at 4580 S. School. Signature of the Mayor.

RECOMMENDATION: Approve Task Order Number 9 in the amount of \$32,504.00 with MCE for design engineering, bidding services, and project management for development of an office facility inside the Hangar at 4580 S. School for NFlight Aviation, Inc. Signature of the Mayor.

BACKGROUND: At the April Airport Board Meeting, the Airport Board approved submitting this project for consideration. The project is required to lease a hangar that has been empty for two years and will result in lease revenue to the airport. NFlight Aviation, Inc. is a company located at Drake Field and wishing to expand their operation into the Large Corporate hangar located at 4580 S. School. The company has negotiated a lease for the building contingent upon completion of the modifications to the building. Term of the lease is 10 year prime term with two (2) 10 year renewal options. They require an avionics shop space and offices for four employees. The company is on the ground floor in the development, manufacture, sales and installation of HD video cameras for the aviation industry. According to founder and owner, Patrick Carter, potential for growth is excellent.

The Hangar was built for the FBO to lease and store aircraft on the airport. The economic downturn forced them to cancel their lease and the building has been empty for more than two years. The building has been advertised in aviation channels and through the State but this is the first real opportunity we have had to get a long term tenant in the building.

The State requires that we provide a good bid for the work and a signed lease before we apply for the grant. We are eligible for an 80/20 Grant after July 1, 2012 in the next FY as we have already received an 80/20 Grant this FY. Recently, the Department of Aeronautics issued a memo from Director Knight indicating that since revenues are \$4.0M below this time last year, projects other than the local match for AIP grants will not be accepted or approved until further notice. I have visited with Director Knight and he is not willing to state whether or not a grant will be available after July 1, but as we all are, he is hopeful that revenues pick up. We will not do any work on this project, Design or bid, until the grant is assured.

Request that this item be approved so that we are ready to get the necessary work done to apply with the State should funds become available. Should funds remain in question, we are searching for an alternative to get the project completed for this exceptional aviation company.

BUDGET IMPACT: Initial cost estimate for the project is Not To Exceed \$312,500.00 for a 3,000 to 4,000 Square Foot Office complex inside the hangar. The match for the Aeronautics Grant will be from the Airport use of funds balance NTE \$62,500.00. The tenant will pay \$3,000.00 per month at occupancy when the project is complete. Initial expense to complete preliminary plans for grant applications is estimated to be less than \$17,200.00 and recoverable through the Grant. The Project will not be initiated unless a grant is approved by the Arkansas Aeronautics Commission.

Attachments: Task Order Number
Staff Review
Budget Adjustment

RESOLUTION NO. _____

A RESOLUTION TO APPROVE TASK ORDER NO. 9 WITH MCCLELLAND CONSULTING ENGINEERS, INC. IN THE AMOUNT OF \$32,504.00 FOR PLANS AND SPECIFICATIONS, CONSTRUCTION ADMINISTRATION AND RECORD DRAWINGS OF THE EXECUTIVE HANGAR OFFICE ADDITION PROJECT AND TO APPROVE A BUDGET ADJUSTMENT OF \$32,504.00

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 approves Task Order No. 9 with McClelland Consulting Engineers, Inc. in the amount of \$32,504.00 for plans and specifications, construction administration and record drawings of the Executive Hangar Office Addition Project and approves a budget adjustment of \$32,504.00.

PASSED and APPROVED this 15th day of May 2012.

APPROVED:

ATTEST:

By: _____
LIONELD JORDAN, Mayor

By: _____
SONDRA E. SMITH, City Clerk/Treasurer

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

A. 5 V11.0415
McClelland Consulting Engineers,
Inc. Task Order No. 9

Budget Year 2012	Division: Aviation Department: Transportation Services	Request Date 5/1/2012	Adjustment Number
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BUDGET ADJUSTMENT DESCRIPTION / JUSTIFICATION

Establish a project budget for Engineering services in the Executive Hangar Office Addition project. The project is eligible for 80% funding from the Department of Aeronautics. Application for funding is based on the project bids. The Engineering Task Order will be paid for using Airport Fund reserves. The Airport reserves will subsequently be restored 80% when the grant is approved by the funding agency.

	4/16/12	Prepared By: James Nicholson	
Division Head	Date	Reference:	jnicholson
	4-18-12	Budget & Research Use Only	
Budget Director	Date	Type: A B C D E P	
	4/16/12	General Ledger Date	
Department Director	Date	Posted to General Ledger	Initial Date
	4-16-2012	Checked / Verified	Initial Date
Finance Director	Date		
	5-2-12		
Chief of Staff	Date		
	5/2/12		
Mayor	Date		

TOTAL BUDGET ADJUSTMENT 32,504 32,504

Account Name	Account Number	Increase / (Decrease)		Project.Sub Number
		Expense	Revenue	
Use of fund balance	5550.0955.4999.99		32,504	.
Professional services	5550.3960.5314.00	32,504		12011 . 1
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April 10, 2012

RECEIVED
APR 12 2012
AIRPORT

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

Re: Task Order No 9
Executive Hangar Office Addition
Fayetteville Executive Airport

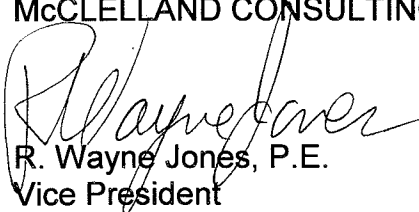
Dear Mr. Boudreaux:

In response to your request, please find three (3) copies of Task Order No 9 for the Office addition to the Executive Hangar at 4580 S. School Ave on the Fayetteville Executive Airport.

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 9 (3 copies)

TASK ORDER NO. 9
OFFICE ADDITION TO
EXECUTIVE HANGAR
4580 South School Avenue
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, as amended. The referenced basic agreement pertains to proposed improvements to Fayetteville Executive Airport, Drake Field. 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 Executive Hangar Building Renovation at 4580 S. School Ave on Executive Hangar Complex at Fayetteville Executive Airport, Drake Field. Our Consultants Wittenberg-Delony Davidson, Inc.; and Engineering Elements, PLLC from their Fayetteville offices will perform the Architectural and MEP work of this task.

SECTION I - PROJECT DESCRIPTION

The project is to consist of: Detailed Architectural and Engineering Design for the new 2500 to 3000 square foot office and 1000 SF upper storage area to the

Executive Hangar Building at 4580 S. School Ave. on the Executive Hangar Complex;
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 ten (10) 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: (The Estimated cost of these improvements is approximately \$60 to \$70 per SF)

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

Prepare drawings and specifications for the office, conference room. Restroom, shower & locker room, and storage additions to the hangar.

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	\$ 4,000.
B. Construction Documents & Site Visits:	hourly rates Not to Exceed	\$ 20,500.
	Architectural (\$15,000); MEP (\$ 5,500)	
C. Bidding:	hourly rates Not to Exceed	\$ 2,200.
D. Construction Administration and Observation (3 month Period).	hourly rates Not to Exceed	\$ 8,050.
E. Preparation of "Record Drawings":	hourly rates Not to Exceed	\$ 650.
F. Reproduction Costs (as required):	Actual Cost Not to Exceed	\$ 1,100.

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: RW Ayne Jover 4-10-12
Vice President

Attest: [Signature]

APPENDIX A
TASK ORDER NO. 9
Hourly Rates for Personnel
Fayetteville Executive Airport

<u>CATEGORY</u>	<u>BILLABLE HOURLY RATE</u>
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

