

City of Fayetteville Staff Review Form

2020-0671

Legistar File ID

9/1/2020

City Council Meeting Date - Agenda Item Only
N/A for Non-Agenda Item

Ted Jack

8/6/2020

PARKS & RECREATION (520)

Submitted By

Submitted Date

Division / Department

Action Recommendation:

Approval of a contract with Engineering Elements, PLLC for \$4500.00 for design, bid documents, and construction administration for installing LED lighting at the Skateboard Area at Walker Park, and a \$500.00 design contingency and approval of a budget adjustment.

Budget Impact:

2250.520.9255-5806.00

Parks Development

Account Number

Fund

13001.2001

Walker Park Skateboard Park Lights

Project Number

Project Title

Budgeted Item? Yes

Current Budget \$ -

Funds Obligated \$ -

Current Balance **\$ -**

Does item have a cost? Yes

Item Cost \$ 5,000.00

Budget Adjustment Attached? Yes

Budget Adjustment \$ 98,000.00

Remaining Budget **\$ 93,000.00**

V20180321

Purchase Order Number: _____

Previous Ordinance or Resolution # _____

Change Order Number: _____

Approval Date: _____

Original Contract Number: _____

Comments:



MEETING OF SEPTEMBER 1, 2020

TO: Mayor and City Council

THRU: Susan Norton, Chief of Staff
Connie Edmonston, Parks and Recreation Director

FROM: Ted Jack, Park Planning Superintendent

DATE: August 7, 2020

SUBJECT: Approval of a contract with Engineering Elements, PLLC for \$4500.00 for design, bid documents, and construction administration for installing LED lighting at the Skateboard Area at Walker Park, and a \$500.00 design contingency and approval of a budget adjustment.

RECOMMENDATION:

Approval of a contract with Engineering Elements, PLLC for \$4500.00 for design, bid documents, and construction administration for installing LED lighting at the Skateboard Area at Walker Park, and a \$500 design contingency and approval of a budget adjustment.

BACKGROUND:

The popular skateboard park has been used primarily by area youth who have frequently requested lighting. This project is in the five-year CIP plan for implementation in 2020 and will add LED lighting increasing the usability of this amenity, particularly in winter months.

DISCUSSION:

Engineering Elements PLLC, of Fayetteville, was selected from RFQ 20-01, Selection #16, to prepare the design, bid documents, and to provide construction administration for this project.

BUDGET/STAFF IMPACT:

Total project funding for this project in the CIP is \$98,000. Engineering Elements fixed fee is \$4500. A design contingency of \$500 is included in the \$5,000.00 item costs. Additionally, \$500 will be allocated for bid advertisement, with the remainder allocated to construction and construction contingency. Long-term budget/staff impacts are minimal. The LED lighting will cause a minor increase to electrical usage at Walker Park.

Attachments:

Staff Review Form
Engineering Elements Proposal



Engineering Elements, PLLC

2458 E. Joyce Blvd., Suite 1
Phone (479) 695-1333

Fayetteville, Arkansas 72703
Fax: (479) 251-7982

August 6, 2020

Mr. Ted Jack
City of Fayetteville
113 West Mountain Street
Fayetteville, AR 72701

Re: Walker Skatepark Lighting Upgrade
Fayetteville, Arkansas

Mr. Jack,

I am pleased to propose electrical engineering services to you for the above referenced project. This proposal is based on the preliminary information I received from Mr. Theodore Jack and from a site visit made on July 30, 2020. It is my understanding that this project will consist of new lighting at the Skatepark with pushbutton "ON" controls as well as time clock and wireless app controls.

Our services will include standard basic engineering services consisting of preliminary design and design development, contract documents, bidding assistance, submittal review and construction observation. This level of services will pertain to the following systems as our part of the work.

1. **Engineering Design Services:**

Our services include the following standard engineering services:

- a. Preliminary Design and Design Development. Two design review meetings are planned to evaluate design and light fixture selections.
- b. Contract Documents
- c. Bidding Assistance
- d. Value Engineering Process
- e. Submittal Review and Construction Observation.

2. **Scope of Systems Designed:**

The above-listed services will apply to the electrical systems listed below.

a. **Electrical:**

- i. Exterior site lighting systems including "sports" type pole light fixtures and controls. Specific care will be given to the selection of fixture characteristics such as lamp color temperature, aesthetics, camera mounting options and control systems. All new lighting shall feature LED lamp technology.
- ii. New lighting controls. Options will be explored and considered prior to final specification such as pushbuttons, astronomical clock timers and wireless apps. Controls will include a hand-off-auto switch for manual override of lighting systems.

- iii. Electrical power distribution system for all new fixtures including conduit, wiring and overcurrent protection.
- iv. Additional electrical service capacity for future park lighting expansion.
- v. Empty conduit system for Owner furnished equipment where necessary. This includes new security and/or data provided under a separate contract.

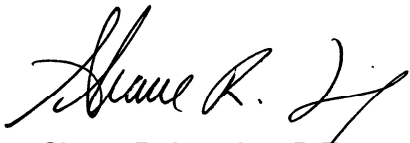
3. **Fee:**

The fee for the above described services is proposed as a Fixed Fee of Four Thousand Five Hundred Dollars (\$4,500) for our portion of the work. Additional services that you may request will be provided on an hourly basis utilizing the following hourly rates:

Principal Engineer	\$165
Project Engineer	\$135
Designer	\$80
Administration	\$50

If this proposal is acceptable please sign in the space provided and return a copy for my files. If you have any questions or need additional information, please contact me.

Sincerely,



Shane R. Lanning, P.E.
Engineering Elements, PLLC

Mr. Lioneld Jordan
Mayor

Date