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:**

<table>
<thead>
<tr>
<th>Account Number</th>
<th>13001.2001</th>
</tr>
</thead>
<tbody>
<tr>
<td>Project Number</td>
<td>2250.520.9255-5806.00</td>
</tr>
<tr>
<td>Fund</td>
<td>Parks Development</td>
</tr>
<tr>
<td>Project Title</td>
<td>Walker Park Skateboard Park Lights</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Budgeted Item?</th>
<th>Yes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Does item have a cost?</td>
<td>Yes</td>
</tr>
<tr>
<td>Budget Adjustment Attached?</td>
<td>Yes</td>
</tr>
</tbody>
</table>

| Current Budget | $ - |
| Funds Obligated | $ - |
| Current Balance | $ - |
| Item Cost | $ 5,000.00 |
| Budget Adjustment | $ 98,000.00 |
| Remaining Budget | $ 93,000.00 |
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
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:

<table>
<thead>
<tr>
<th>Position</th>
<th>Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Principal Engineer</td>
<td>$165</td>
</tr>
<tr>
<td>Project Engineer</td>
<td>$135</td>
</tr>
<tr>
<td>Designer</td>
<td>$80</td>
</tr>
<tr>
<td>Administration</td>
<td>$50</td>
</tr>
</tbody>
</table>

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