

City of Fayetteville Staff Review Form

2021-0980

Legistar File ID

12/21/2021

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

Summer Fallen

12/2/2021

AIRPORT SERVICES (760)

Submitted By

Submitted Date

Division / Department

Action Recommendation:

Staff requests approval for the Aviation Division to execute a task order in the amount of \$45,000 for Garver, LLC to complete design, bidding, and construction phase services for the proposed Fuel Farm Rehabilitation project at Fayetteville – Drake Field Airport. Staff requests approval to accept a \$250,000 grant received from the Arkansas Department of Aeronautics (ADA) at their October 2021 Commission Meeting. Authorization to apply for this grant was received under City Council Resolution 229-21. Staff requests approval for a budget adjustment in the amount of \$250,000.00 to recognize the grant funds.

Budget Impact:

5550.760.3960-5804.00	Airport																														
Account Number	Fund																														
21009.1	FYV Fuel Farm Rehabilitation																														
Project Number	Project Title																														
<table border="0" style="width: 100%;"> <tr> <td style="width: 30%;">Budgeted Item?</td> <td style="width: 10%; text-align: center;">Yes</td> <td style="width: 30%; border-bottom: 1px solid black;">Current Budget</td> <td style="width: 10%; text-align: right;">\$</td> <td style="width: 10%; text-align: right;">52,000.00</td> </tr> <tr> <td></td> <td></td> <td style="border-bottom: 1px solid black;">Funds Obligated</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">-</td> </tr> <tr> <td></td> <td></td> <td style="border-bottom: 1px solid black;">Current Balance</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">52,000.00</td> </tr> </table>	Budgeted Item?	Yes	Current Budget	\$	52,000.00			Funds Obligated	\$	-			Current Balance	\$	52,000.00	<table border="0" style="width: 100%;"> <tr> <td style="width: 30%; border-bottom: 1px solid black;">Item Cost</td> <td style="width: 10%; text-align: center;">Yes</td> <td style="width: 30%; border-bottom: 1px solid black;">Budget Adjustment</td> <td style="width: 10%; text-align: right;">\$</td> <td style="width: 10%; text-align: right;">45,000.00</td> </tr> <tr> <td style="border-bottom: 1px solid black;">Remaining Budget</td> <td style="text-align: center;">Yes</td> <td style="border-bottom: 1px solid black;">Budget Adjustment</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">250,000.00</td> </tr> <tr> <td></td> <td></td> <td style="border-bottom: 1px solid black;">Remaining Budget</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">257,000.00</td> </tr> </table>	Item Cost	Yes	Budget Adjustment	\$	45,000.00	Remaining Budget	Yes	Budget Adjustment	\$	250,000.00			Remaining Budget	\$	257,000.00
Budgeted Item?	Yes	Current Budget	\$	52,000.00																											
		Funds Obligated	\$	-																											
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Item Cost	Yes	Budget Adjustment	\$	45,000.00																											
Remaining Budget	Yes	Budget Adjustment	\$	250,000.00																											
		Remaining Budget	\$	257,000.00																											

V20210527

Purchase Order Number: _____

Previous Ordinance or Resolution # 229-21

Change Order Number: _____

Approval Date: _____

Original Contract Number: _____

Comments:



TO: Lioneld Jordan, Mayor

THRU: Susan Norton, Chief of Staff
Staff/Contract Review Committee

FROM: Summer Fallen, Airport Director

DATE: December 2, 2021

SUBJECT: **FYV Fuel Farm Rehabilitation – Garver Task Order, Accept Grant Funds, and Approval of a Budget Adjustment**

RECOMMENDATION:

Staff requests approval for the Aviation Division to execute a task order in the amount of \$45,000 for Garver, LLC to complete design, bidding, and construction phase services for the proposed Fuel Farm Rehabilitation project at Fayetteville – Drake Field Airport.

Staff requests approval to accept a \$250,000 grant received from the Arkansas Department of Aeronautics (ADA) at their October 2021 Commission Meeting. Authorization to apply for this grant was received under City Council Resolution 229-21.

Staff requests approval for a budget adjustment in the amount of \$250,000.00 to recognize the grant funds.

BACKGROUND:

The fuel farm for the airport continues to have multiple failures that hinder that ability for the airport to extract fuel, which in turn causes availability issues for the flying community. The age of the equipment presents an issue when attempting to purchase replacement parts and service providers often can't address issues due to this. The new NFPA 407 update mandates additional over-fill protection devices to be installed, which will also be added with the funding provided.

DISCUSSION:

Approval of Task Order 04 will authorize Garver to proceed with design services and bidding services. The project will advertise for bids in Spring 2022. Upon receipt of bids, the Aviation Division will come back to City Council to seek approval to accept the bids, execute the construction contract, and appropriate remaining funds needed.

A complete breakdown of the expected project funding is included below. All costs associated with this task order are included in the total project cost.

Engineering Services:	\$45,000.00	ADA:	\$250,000.00
<u>Construction (Estimated):</u>	<u>\$307,181.75</u>	<u>City:</u>	<u>\$102,181.75</u>
TOTAL:	\$352,181.75	TOTAL:	\$352,181.75

BUDGET/STAFF IMPACT:

The Aviation Division will request additional contingency at the time the bid is awarded.

Attachments:

Staff Review Form

City Council Memo

Garver Task Order 04

APPENDIX A-04

**TASK ORDER 04
FAYETTEVILLE – DRAKE FIELD AIRPORT
FUEL FARM REHABILITATION**

This TASK ORDER is made as of _____, 2021 by and between the CITY OF FAYETTEVILLE of Fayetteville, Arkansas hereinafter referred to as “CITY OF FAYETTEVILLE,” and GARVER, LLC, hereinafter referred to as “GARVER”, in accordance with the provisions of the AGREEMENT FOR PROFESSIONAL ENGINEERING SERVICES executed on November 17, 2020.

Under this Task Order, the CITY OF FAYETTEVILLE intends to make the following improvements for the FYV Fuel Farm Rehabilitation project.

Improvements will consist primarily of rehabilitation to existing structures and systems associated with the west fuel farm facility. No new tank capacity will be added as part of this project.

GARVER will provide professional services related to these improvements as described herein.

SECTION 1 - SCOPE OF SERVICES

GARVER will provide services as detailed in Exhibit A-04.

SECTION 2 – PAYMENT

For the work described under SECTION 1 - SCOPE OF SERVICES, the CITY OF FAYETTEVILLE will pay GARVER on a lump sum basis and cost-plus basis.

The table below presents a summary of the fee amounts and fee types for this contract.

WORK DESCRIPTION	FEE AMOUNT	FEE TYPE
Bid Package Development	\$21,500	Lump Sum
Bidding Services	\$6,500	Lump Sum
Construction Phase Services	\$17,000	Cost + FF
TOTAL FEE	\$45,000	

Bid Package Development and Bidding Services:

The CITY OF FAYETTEVILLE will pay GARVER the lump sum amount not to exceed \$28,000. For informational purposes, a breakdown of GARVER’s estimated costs is included in Exhibit B-04 with approximate current hourly rates for each employee classification.

Construction Phase Services:

The CITY OF FAYETTEVILLE will pay GARVER, for time spent on the project, at the unburdened hourly payroll rate of each of GARVER’s personnel during the performance of these services for work time directly connected with the project, plus payroll and general overhead costs of 183.49% of the unburdened hourly rate, plus direct reimbursable expenses normal and necessary for the completion of the project, plus

a fixed fee of \$1,877.97. Estimated cost of these services, including the fixed fee is \$17,000. The actual total fee may not exceed this estimate without prior approval from the CITY OF FAYETTEVILLE. For informational purposes, a breakdown of GARVER's estimated costs is included in Exhibit B-04 with approximate current hourly rates for each employee classification. Underruns in any phase may be used to offset overruns in another phase as long as the overall contract amount is not exceeded.

Expenses other than salary costs that are directly attributable to performance of our professional services will be billed as follows:

1. Direct cost for travel, long distance and wireless communications, outside reproduction and presentation material preparation, and mail/courier expenses.
2. Charges similar to commercial rates for reports, plan sheets, presentation materials, etc.
3. The amount allowed by the federal government for mileage with an additional \$0.05 for survey trucks/vans.

Additional Services (Extra Work). For work not described or included in Section 1 – Scope of Services but requested by the CITY OF FAYETTEVILLE in writing, the CITY OF FAYETTEVILLE will pay GARVER, for time spent on the project, at the rates shown in Exhibit B-04 for each classification of GARVER's personnel, plus overhead, plus 15% profit, plus reimbursable expenses including but not limited to printing, courier service, reproduction, and travel.

SECTION 3 –EXHIBITS

- 3.1 The following Exhibits are attached to and made a part of this Agreement:
- 3.1.1 Exhibit A-04 Scope of Services
 - 3.1.2 Exhibit B-04 Manhour Tables

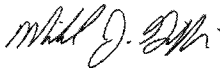
This Agreement may be executed in two (2) or more counterparts each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

Approval and acceptance of this Task Order, including attachments listed in SECTION 3 –EXHIBITS, shall incorporate this document as part of the Agreement. Garver is authorized to begin performance upon receipt of a copy of this Task Order signed by the CITY OF FAYETTEVILLE. The effective date of this Task Order shall be the last date written below.

CITY OF FAYETTEVILLE, ARKANSAS

GARVER

By: _____
Mayor, Lioneld Jordan

Digitally signed by
Michael J. Griffin
Date: 2021.11.18
09:57:58-06'00'
By:  _____

ATTEST:

By: _____
City Clerk

Title: Senior Vice President



**EXHIBIT A-04 – SCOPE OF SERVICES
FAYETTEVILLE – DRAKE FIELD AIRPORT
FUEL FARM REHABILITATION**

Generally, the Scope of Services includes the following professional services for improvements to the West Fuel Farm at Fayetteville – Drake Field Airport. Improvements will consist primarily of the rehabilitation of existing equipment as further described below.

- Bid Package Development
- Bidding Services
- Construction Phase Services

A.1 Bid Package Development

A.1.1 General

Garver will prepare performance-based construction documents, specifications, instructions to bidders, and general provisions and special provisions, all based on guides furnished to Garver by the Owner and FAA, or internally developed by Garver. Contract Documents (Plans, Specifications, and Estimates) will be prepared for award of one (1) construction contract. These designs shall conform to the standards of practice ordinarily used by members of GARVER's profession practicing under similar conditions. The following improvements to the fuel farm will be included in the bid package:

- Refueling Rack Shutoff System
- Electronic Fuel Tank Gauges
- Jet-A Offload Check Valve
- Overfill Prevention Valves
- 30-Second Relaxation Chambers
- 250 GPM Pump and Motor
- Refueling Rack Hose w/ Nozzle
- Electronic Sump Pumps w/ Incidentals
- New Fuel Inspection Awning
- Tank Sandblasting and Painting

A.1.2 Owner / Agency Coordination

Garver's project manager and/or design team will coordinate with the Owner as necessary to coordinate design decisions, site visits, document procurement, or other design needs.

A.1.3 Quality Control

Garver will develop a project specific quality control plan. The quality control plan will include the project background and scope, stakeholder contact information, project team and roles, design criteria, project schedule, and quality control procedures.

Garver will complete a quality control review prior to any design submission to Owner. QC reviews will be completed by a project manager. Weekly internal progress meetings will be held during all design phases to ensure adequate quality control throughout the design phases.



A.1.4 Construction Safety and Phasing Plan

Garver will develop a construction safety and phasing plan (CSPP) for the project. Garver will submit and prepare to the FAA for airspace clearance for construction equipment on the Obstruction Evaluation and Airport Airspace Analysis (OE/AAA) website and coordinate with FAA representatives.

A.1.5 Existing Conditions Review

A.1.5.1 *Record Document Review*

Garver will review record document data from the vicinity of the construction site to evaluate existing conditions. Record document data may include record drawings, record surveys, utility maps, GIS data, and previous design reports.

A.1.5.2 *Site Visits*

Garver's civil engineers will perform a single site visit to the project site to review existing conditions and record document data.

A.1.6 Plan Set Development

Garver will develop a performance specification outlining the Owner's preference for the fuel system and general guidance for the fuel system design. Garver will not provide detailed drawings of the fuel system, its foundation, structural or piping elements. The detailed design of the fuel system and all of its appurtenances and elements will be delegated to the bidders/contractors proposing on the system. The drawings provided by the bidder/contractor shall be stamped by licensed engineer in the state of Arkansas and shall reference the applicable building and fire codes. The drawings are intended to direct the final design to the construction contractor, who shall be responsible for the completed engineering design.

The following matrix details the plan drawings to be included in each design submittal.

Plan Set	Design Phase
	100% Issued for Bid
Cover Sheet and Sheet Index	X
General Notes	X
Project Layout and Survey Control Plan	X
Construction Safety Plans	X
Construction Safety Details	X
Demolition Plans	X
Site and Erosion Control Plan	X
Miscellaneous Details	X

A.1.7 Specifications and Contract Documents

A.1.7.1 *Technical Specifications*

Detailed specifications shall be developed using FAA "Standards for Specifying Construction for Airports" AC 150/5370-10 (latest edition) or other appropriate standards approved for use by the FAA. Additional supplementary specifications will be developed for project requirements not covered by FAA AC150/5370-



10 or when state or local standards are approved by the FAA. The specifications produced by Garver for the fuel system shall be considered performance specifications and will not include any mechanical or structural design for the fuel system. The performance specifications are intended to direct final design to the construction contractor, who shall be responsible for the completed engineering design.

A.1.7.2 Construction Contract Documents

Garver will develop construction contract documents based on EJCDC standards. A specimen copy of the General Provisions and applicable prevailing wage rates will be obtained by Garver from the FAA and/or Department of Labor as appropriate for incorporation into the specifications for the proposed project. Final construction contract documents will be submitted to the Owner for final review and approval.

A.1.8 Quantities and Engineer's Opinion of Probable Cost.

Garver will develop detailed quantities in PDF format for use in construction cost estimating for each design phase. Quantities will be completed by pay item. Upon the completion of quantity development, Garver will review previous cost data and market conditions and complete an Engineer's Opinion of Probable Cost.

A.1.9 SPCC Plan Updates

Garver will update the Airport's SPCC Plan for the newest EPA requirements.

A.1.10 Design Services Submission and Meeting Summary

The following design submittal phases shall be included in the fee summary. A summary of each design phase and the associated review meetings is included below.

A.1.10.1 100% Issued for Bid (IFB)

Garver will develop 100% IFB plans and specifications and submit these to the Owner for review. It is anticipated that the Owner will review the IFB submission within two weeks.

A.2 Bidding Services

Garver will assist the Owner in advertising for and obtaining bids or negotiating proposals for one prime contract for construction, materials, equipment and services; and, where applicable, maintain a record of prospective bidders to whom Bidding Documents have been issued. The Owner will pay advertising costs outside of this contract.

Garver will issue addenda as appropriate to interpret, clarify or expand the Bidding Documents. Garver will consult with and advise the Owner as to the acceptability of subcontractors, suppliers and other persons and organizations proposed by the prime contractor(s) (herein called "Contractor(s)") for those portions of the work as to which such acceptability is required by the Bidding Documents. Garver will consult with the Owner concerning and determine the acceptability of substitute materials and equipment proposed by Contractor(s) when substitution prior to the award of contracts is allowed by the Bidding Documents.

Garver will attend the bid opening virtually, prepare a bid tabulation, and assist the Owner in evaluating bids or proposals and in assembling and awarding contracts for construction, materials, equipment, and services. Garver will assist the Owner in the execution of all contract documents and furnish a sufficient number of executed documents for the Owner, Contractor and ADA.



A.3 Construction Phase Services

During the construction phase of work, Garver will accomplish the tasks below.

A.3.1 Submittals

Garver will evaluate and respond to construction material submittals and shop drawings. Corrections or comments made by Garver on the shop drawings during this review will not relieve Contractor from compliance with requirements of the drawings and specifications. The check will be for review of general conformance with the design concept of the project and general compliance with the information given in the contract documents. The Contractor will be responsible for confirming and correlating all quantities and dimensions, selecting fabrication processes and techniques of construction, coordinating his work with that of all other trades, and performing his work in a safe and satisfactory manner. Garver's review shall not constitute approval of safety precautions or constitute approval of construction means, methods, techniques, sequences, procedures, or assembly of various components. When certification of performance characteristics of materials, systems or equipment is required by the Contract Documents, either directly or implied for a complete and workable system, Garver shall be entitled to rely upon such submittal or implied certification to establish that the materials, systems or equipment will meet the performance criteria required by the Contract Documents.

A.3.2 Notice to Proceed & Preconstruction Meeting

Garver will issue a Notice to Proceed letter to the Contractor and attend preconstruction meeting. Garver will provide meeting minutes for submission to all parties at the conclusion of the meeting.

A.3.3 Owner Coordination

Garver will consult with and advise the Owner during the construction period. Garver will submit, when requested by the Owner, written reports to the Owner on the progress of the construction including any problem areas that have developed or are anticipated to develop.

A.3.4 RFIs

Garver will issue instructions to the Contractor on behalf of the Owner and issue necessary clarifications (respond to RFIs) regarding the construction contract documents.

A.3.5 Progress Payments

Garver will prepare Contractor's progress payment requests based on the actual quantities of contract items completed and accepted and will make a recommendation to the Owner regarding payment. Garver's recommendation for payment shall not be a representation that Garver has made exhaustive or continuous inspections to (1) check the quality or exact quantities of the Work; (2) to review billings from Subcontractors and material suppliers to substantiate the Contractor's right to payment; or (3) to ascertain how the Contractor has used money previously paid to the Contractor. Garver will provide two progress payments to the contractor, the first at 50% completion and the second at 100% completion. Any additional payments will be considered additional services.



A.3.6 Record Drawings

Garver will maintain a set of working drawings and provide information for preparation of record drawings of the completed project. This information will be incorporated into final record drawings completed as part of Closeout Services and final record drawings will be provided to the Owner after project completion.

A.3.7 Change Orders

When authorized by the Owner, Garver will prepare change orders or supplemental agreements for changes in the work from that originally provided for in the construction contract documents. If redesign or substantial engineering or surveying is required in the preparation of these change order documents, the Owner will pay Garver an additional fee to be agreed upon by the Owner and Garver.

A.3.8 Final Inspection

Garver will participate in a pre-final walkthrough with the Owner where Garver will prepare a punch list. The punch list and final inspection will be performed by the Owner at a time directed by the engineer. After receiving confirmation that the punch list items have been completed, Garver will review final project closeout documents, and submit the final pay request.

A.3.9 Construction Observation Services

Garver will provide part-time Resident Project Representative (RPR) services for the 60-calendar-day construction contract performance time. The proposed fee is based on 10 site visits during the contract time. Two of the visits will coincide with critical points of construction and one will coincide with the final commissioning of the system. If the construction time extends beyond the time established in this agreement or if the Owner wishes to increase the time or frequency of the observation, the Owner will pay Garver an additional fee agreed to by the Owner and Garver. All RPR personnel shall have the appropriate experience and qualifications.

During the construction period, Garver's RPR will provide or accomplish the following:

1. Consult with and advise the Owner during the construction period. Garver will submit, when requested by the Owner, written reports to the Owner on the progress of the construction including any problem areas that have developed or are anticipated to develop.
2. As necessary, conduct safety meetings with the Contractor.
3. Coordinate with the firm providing construction materials quality assurance testing. Coordinate with this firm to ensure that all material tests required for construction are scheduled and accomplished in a manner that will not delay the Contractor unnecessarily and will meet specification requirements as to location and frequency.
4. Perform intermediate inspections in advance of the final inspection.
5. Maintain a file of quantities incorporated into the work, test reports, certifications, shop drawings and submittals, and other appropriate information.
6. Monitor the contractor's conformance to the approved construction safety and phasing plan.

In performing construction observation services, Garver will endeavor to protect the Owner against defects and deficiencies in the work of the Contractor(s); but Garver does not guarantee the performance of the Contractor(s), nor is Garver responsible for the actual supervision of construction operations. Garver does not guarantee the performance of the contracts by the Contractors nor assume any duty to supervise safety procedures followed by any Contractor or subcontractor or their respective employees or by any other person at the job site. However, if at any time during construction Garver observes that the Contractor's work does not comply with the construction contract documents, Garver will notify the Contractor of such non-compliance and instruct him to correct the deficiency and/or stop work, as appropriate for the situation.



Garver will also record the observance, the discussion, and the actions taken. If the Contractor continues without satisfactory corrective action, Garver will notify the Owner immediately, so that appropriate action under the Owner's contract with the Contractor can be taken.

A.4 Project Deliverables

The following deliverables will be submitted to the parties identified below. Unless otherwise noted below, all deliverables shall be electronic.

1. 100% Issued for Bid Plans and Specifications to the Owner.
2. Issued for Construction Plans and Specifications to the Owner, Contractor, and ADA.
 - a. Three hard copies to the Contractor
3. Approved submittals to the Contractor.
4. Record Plans and Specifications to the Owner and ADA.
 - a. One hard copy to the Owner.
5. Other electronic files as requested.

A.5 Additional Services

The following items are not included under this agreement but will be considered as additional services to be added under Amendment if requested by the Owner.

1. Redesign for the Owner's convenience or due to changed conditions after previous alternate direction and/or approval.
2. Deliverables beyond those listed herein.
3. Pavement Design
4. Design of any utility relocation.
5. Engineering, architectural, or other professional services beyond those listed herein.
6. Retaining walls or other significant structural design.
7. Preparation of a Storm Water Pollution Prevention Plan (SWPPP). The construction contract documents will require the Contractor to prepare, maintain, and submit a SWPPP to DEQ.
8. Construction Materials Testing.
9. Environmental Handling and Documentation, including wetlands identification or mitigation plans or other work related to environmentally or historically (culturally) significant items.
10. Services after construction, such as warranty follow-up, operations support, and Part 139 inspection support.
11. Aboveground Storage Tank Installation Permit from State Fire Marshal or any other Federal, State, or local permits.
12. New tanks or any other capacity changes to the fuel farm.

A.6 Schedule

Garver shall begin work under this Agreement upon execution of this Agreement and shall complete the work within a mutually agreeable schedule with the Owner.

Exhibit B-04

**FAYETTEVILLE - DRAKE FIELD
FUEL FARM REHABILITATION**

Final Design

WORK TASK DESCRIPTION	E-4	E-3	E-2	E-1	T-1	D-1	X-1
	\$62.10	\$53.12	\$43.92	\$37.83	\$27.59	\$35.31	\$21.66
	hr	hr	hr	hr	hr	hr	hr
1. Project Administration							
Coordination with Client	4			4			
Site Visit	6		6	6			
Progress Meeting	2			4			
ADA Grant Administration	1			4			
Subtotal - Project Administration	13	0	6	18	0	0	0
2. Civil Engineering							
Final Plans							
General Notes	1			1	2		
Project Layout and Survey Control Plan	1			1	4		
Construction Safety and Phasing Plans	2			2	8		
Demolition Plan	2			4	8		
Site Plan	2			4	12		
Fuel Farm Details	2			2	8		
Coordination Meeting with Suppliers	4						
Airspace Analysis	2						
Specifications/Contract Documents	2			4			
Opinion of Probable Construction Cost	1			2			
Quality Control Review	4			4	8		
SPCC Update	1					14	
Subtotal - Civil Engineering	24	0	0	24	50	14	0
3. Electrical Engineering							
Panel Calculations		4		8			
Subtotal - Electrical Engineering	0	4	0	8	0	0	0

Hours	37	4	6	50	50	14	0
Salary Costs	\$2,297.70	\$212.48	\$263.52	\$1,891.50	\$1,379.50	\$494.34	\$0.00

SUBTOTAL - SALARIES: \$6,539.04

LABOR AND GENERAL ADMINISTRATIVE OVERHEAD: \$11,998.48

DIRECT NON-LABOR EXPENSES

Document Printing/Reproduction/Assembly	\$106.85
Postage/Freight/Courier	\$0.00
Office Supplies/Equipment	\$0.00
Computer Modeling/Software Use	\$50.00
Travel Costs	\$25.00

SUBTOTAL - DIRECT NON-LABOR EXPENSES: \$181.85

SUBTOTAL: \$18,719.37

SUBCONSULTANTS FEE: \$0.00

PROFESSIONAL FEE \$2,780.63

TOTAL FEE: \$21,500.00

Exhibit B-04

**FAYETTEVILLE - DRAKE FIELD
FUEL FARM REHABILITATION**

Bidding Services

WORK TASK DESCRIPTION	E-4	E-3	E-2	E-1	T-1	D-1	X-1
	\$62.10	\$53.12	\$43.92	\$37.83	\$27.59	\$35.31	\$21.66
	hr	hr	hr	hr	hr	hr	hr
1. Civil Engineering							
Dispense plans and specs to prospective bidders	2			6			
Addendums/Inquiries	2			4	4		
Bid Opening	4			4			
Prepare bid tabulation				1			
Evaluate bids and recommend award	2			4			
Prepare construction contracts	2			4			5
Notice to Proceed	1			2			
Subtotal - Civil Engineering	13	0	0	25	4	0	5

Hours	13	0	0	25	4	0	5
Salary Costs	\$807.30	\$0.00	\$0.00	\$945.75	\$110.36	\$0.00	\$108.30

SUBTOTAL - SALARIES: \$1,971.71

LABOR AND GENERAL

ADMINISTRATIVE OVERHEAD: \$3,617.89

DIRECT NON-LABOR EXPENSES

Document Printing/Reproduction/Assembly	\$50.00
Postage/Freight/Courier	\$21.96
Office Supplies/Equipment	\$0.00
Travel Costs	\$0.00

SUBTOTAL - DIRECT NON-LABOR EXPENSES: \$71.96

SUBTOTAL: \$5,661.56

SUBCONSULTANTS FEE: \$0.00

PROFESSIONAL FEE \$838.44

TOTAL FEE: \$6,500.00

Exhibit B-04

**FAYETTEVILLE - DRAKE FIELD
FUEL FARM REHABILITATION**

Construction Phase Services

WORK TASK DESCRIPTION	E-4	E-3	E-2	E-1	T-1	D-1	X-1
	\$62.10	\$53.12	\$43.92	\$37.83	\$27.59	\$35.31	\$21.66
	hr	hr	hr	hr	hr	hr	hr
1. Civil Engineering							
Owner Coordination	4			8			
Preconstruction Meeting	2			4			
RFIs	2			8			
Monthly Pay Requests	2			8			
Shop Drawings/Material Submittals	4			8			
Record Drawings	1			4	8		
Construction Management (10 Site Visits)				40			
Final Project Inspection and Punchlist	2			3			
Subtotal - Civil Engineering	17	0	0	83	8	0	0

Hours 17 0 0 83 8 0 0

Salary Costs \$1,055.70 \$0.00 \$0.00 \$3,139.89 \$220.72 \$0.00 \$0.00

SUBTOTAL - SALARIES: \$4,416.31

LABOR AND GENERAL

ADMINISTRATIVE OVERHEAD: \$8,103.49

DIRECT NON-LABOR EXPENSES

Document Printing/Reproduction/Assembly \$2.23

Postage/Freight/Courier \$0.00

Travel Costs \$100.00

SUBTOTAL - DIRECT NON-LABOR EXPENSES: \$102.23

SUBTOTAL: \$12,622.03

SUBCONSULTANTS FEE: \$2,500.00

PROFESSIONAL FEE \$1,877.97

TOTAL FEE: \$17,000.00